



CITRUS COUNTY CITRUS SPRINGS ADVISORY COUNCIL
Citrus Springs Community Center
1570 W. Citrus Springs Blvd.
Citrus Springs, FL 34434

AGENDA

Chair Joan Dias
Member Thomas Mize
Member Pamela Williamson

Member Louise Bono
Edwin Roberts

-
- 1. CALL TO ORDER**
 - a. Invocation
 - b. Pledge of Allegiance
 - c. Roll Call
 - d. Introduction of Staff
 - e. Swearing in of New Appointed Member and Appointments
 - f. Reappointment of Vice Chair position
 - 2. OPEN TO THE PUBLIC**
 - 3. APPROVAL OF THE MINUTES**
 1. Citrus Springs Advisory Council "Draft" Minutes for 2/3/2021

Citrus Springs Advisory Council "Draft" Minutes for February 3, 2021
 2. Citrus Springs Advisory Council Financials for 3-3-2021 Meeting

Citrus Springs Advisory Council-Financial Reports for March 3, 2021 Meeting.
 - 4. REVIEW OF FINANCIAL REPORTS**
 - 5. REPORTS FROM POINT PERSONS**
 - a. Streetlights/Fire Hydrants - Tom Mize*
 - b. Road Resurfacing - Edwin Roberts*
 - c. Beautification of Boulevards/Medians/Flowers-Pam Williamson*
 - d. Grate Installation/Fountain-Joan Dias*
 - e. Roadway Maintenance/Mowing-Louise Bono*
 - 6. OLD BUSINESS**
 - 7. NEW BUSINESS**
 - 8. GENERAL DISCUSSION OF MEMBERS**
 - 9. PUBLIC INPUT**
 - 10. NEXT MEETING**
 - 11. ADJOURNMENT**

**Citrus Springs Community Center
1570 W. Citrus Springs Blvd.
Citrus Springs, FL 34434**

NOTE: If any person decides to appeal any decision made by the Citrus Springs Advisory Council with respect to any matter considered at this public meeting or hearing, he or she will need to ensure that a verbatim record of the proceedings is made which record shall include the testimony and evidence upon which the appeal is to be based. Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office, 110 N. Apopka Ave, Inverness, FL 34450, (352) 341-6560, at least two days before the meeting. If you are hearing or speech



AGENDA MEMORANDUM

FROM:	Randall Olney, Public Works Director				
SUBJECT:	Citrus Springs Advisory Council "Draft" Minutes for 2/3/2021 Meeting				
AGENDA DATE:	March 03, 2021				
<u>BRIEF OVERVIEW:</u> Citrus Springs Advisory Council "Draft" Minutes for February 3, 2021					
<u>BUDGET IMPACT/FUNDING SOURCE:</u>					
Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
N/A	N/A	N/A	N/A	N/A	N/A
<u>RECOMMENDED ACTION:</u> Citrus Springs Advisory Council "Draft" Minutes for February 3, 2021					

CITRUS SPRINGS ADVISORY COUNCIL

Chair: Joan Dias
Thomas Mize

Municipal Services Benefit Unit
1570 W. Citrus Springs Blvd.
Citrus Springs, FL 34434

Pam Williamson
Edwin Roberts
Louise Bono

MINUTES **Regular Meeting** **February 3, 2021**

CALL TO ORDER:

Chair Joan Dias called the meeting to order at 9:00 AM. Invocation by Joan Dias, followed by the Pledge of Allegiance.

Present:

- Joan Dias, Chair
- Thomas Mize
- Pam Williamson
- Edwin Roberts

Also present:

- Larry Brock, Assistant Public Works Director / County Liaison for the MSBU
- Lisa Townsend, Public Works Executive Secretary
- Kristine Sumner, Public Works Senior Secretary, Advisory Council Recording Secretary

Absent: Louise Bono

SWEARING IN OF NEW MEMBER: Edwin Roberts.

OPEN TO THE PUBLIC:

- Announcement of newly appointed council members Edwin Roberts and Louise Bono.
- Reappointment of vice chair position to be discussed at next meeting.
- Peter Monteleone was acknowledged as a founding member of the MSBU in the early 1990's and his involvement in the Citrus Springs community.
- A citizen voiced concerns about uneven roadways, and sand in the road at intersections effecting the safety of cyclists.
- Mr. Brock advised the citizen to contact Road Maintenance Division to sweep the roadway sand from the intersections of concern.

APPROVAL OF THE MINUTES:

Minutes for the January 6, 2021 meeting were reviewed.

- **Joan Dias made motion to accept the Minutes as written.**
- **Seconded by Pam Williamson.**
- **Motion approved unanimously.**

APPROVAL OF FINANCIAL REPORTS:

Period Four 4/21 finance reports were reviewed.

- **Joan Dias made motion to accept the Financials as distributed.**
- **Seconded by Pam Williamson.**
- **Motion approved unanimously.**

SPECIAL REPORTS:**Streetlights / Fire Protection:**

- Mr. Mize reported that the new streetlights at the intersection of Deltona and W. Citrus are working well.
- Two streetlights on W. Anson Pl. are not working.
- Last year \$34,895 of MSBU funds was used to install 20 fire hydrants. There are plans to continue hydrant installations for the next year.

Road Resurfacing:

- The BOCC will be considering the new resurfacing contract at their next meeting. Mr. Brock will provide updates on the progress once the contractors begin work.
- Mr. Robertson provided the historical data and progress reports on road resurfacing to Mr. Edwards.

Boulevard Beautification:

- Next flower planting will be in March, before Easter, with pink and white begonias in a checkerboard pattern.
- Summer planting recommendations will be discussed at the next meeting.
- Mr. Brock recommended contacting Anna Miele regarding any questions about landscaping.

Grate Installation and Fountain:

- Currently, workers are trying to find a match for the black slate tiles for monument repair.
- Last year, 39 drainage grates were completed.
- Nine specialty lids and grates have been received and more regular sizes are on order.
- Grate Installations are expected to begin this month.

Roadway Maintenance / Mowing:

- Contractor has been given notice to proceed with mowing.
- Trash has been left on the roadside by hauler trucks. Law enforcement would need to cite individuals when it occurs. Issues with specific haulers can be reported to the Solid Waste Division 352-527-7670.
- A question was asked about universal trash collection. Mr. Brock gave a brief overview that the BOCC is looking at the potential of going to universal collection. There has been ongoing meetings with contract haulers of various companies to get their input on bids.

Universal collection will be presented to the BOCC Board, and if authorized to proceed, it would be implemented in 2022.

- A discussion ensued about universal collection. There are citizen concerns about their service with private haulers. The County would have performance standards built into the contract with universal collection. Citizens may attend BOCC Board meetings and give feedback or write to their commissioner.
- Mrs. Dias requested a litter crew for roadside cleanup north of Citrus Springs on US 41 going southbound. Mr. Brock will contact the state contractor.

OLD BUSINESS:

- No discussion.

NEW BUSINESS:

- Reappointment of vice chair position to be discussed at the next meeting.

GENERAL DISCUSSION OF MEMBERS:

- The member duties were discussed. Pam Williamson accepted the boulevard beautification responsibilities, Edwin Roberts the road resurfacing, Tom Mize the streetlights, Joan Dias the grate installation and fountain, and Louise Bono to handle the roadway maintenance and mowing.
- A member commented that in the area of N Circular Way and Cortlandt Drive four wheelers drive through throwing dirt into the street. Mr. Brock advised to contact Road Maintenance at 352-527-7610 for resolution.
- Members thanked Glen Robertson for his help on the Advisory Council and frequently attending BOCC meetings on the behalf of Citrus Springs.

PUBLIC INPUT:

- Mr. Robertson and Mrs. Mazzacua have been invited to attend the BOCC Meeting on Tuesday February 9th to receive a Letter of Appreciation from the BOCC.
- A citizen asked about what determines the distance of fire hydrants and where they are placed. Water Resources determines the location based on where the waterline is and the size of the waterline.
- A volunteer will be needed to update announcements on the marquee sign.
- **The Next regular meeting will take place on March 3, 2021.**

ADJOURNMENT:

- **Joan Dias made motion to adjourn.**
- **Seconded by Pam Williamson.**
- **Motion approved unanimously.**

The meeting adjourned at 9:59 am.

Respectfully Submitted by Kristine Sumner
Senior Secretary Department of Public Works
Citrus Springs Advisory Council Recording Secretary



AGENDA MEMORANDUM

FROM:	Randall Olney, Public Works Director
SUBJECT:	Citrus Springs Advisory Council Financials for 3-3-21 Meeting
AGENDA DATE:	March 03, 2021

BRIEF OVERVIEW:

Citrus Springs Advisory Council-Financial Reports for March 3, 2021 Meeting.

BUDGET IMPACT/FUNDING SOURCE:

Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
N/A	N/A	N/A	N/A	N/A	N/A

RECOMMENDED ACTION:

Citrus Springs Advisory Council-Financial Reports for March 3, 2021 Meeting.

DATE: 02/19/2021
TIME: 12:45:09

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 5/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT
TOTALLED ON: FUND,DEPARMTENT
PAGE BREAKS ON: FUND

FUND-730 CITRUS SPRINGS MSBU
FUNCTION-540 TRANSPORTATION
ACTIVITY-541 ROAD & STREET FACILITIES
DEPARMTENT-8200 CITRUS SPRINGS MSBU

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
51200	REGULAR SALARIES & WAGES	54,841.00	2,097.60	.00	19,297.92	35,543.08	35.19
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	4,195.00	161.49	.00	1,485.71	2,709.29	35.42
52200	RETIREMENT CONTRIBUTIONS	5,449.00	209.76	.00	1,929.79	3,519.21	35.42
52300	LIFE & HEALTH INSURANCE	14,305.00	7.34	.00	5,961.39	8,343.61	41.67
52400	WORKERS' COMPENSATION	2,676.00	102.78	.00	945.54	1,730.46	35.33
53100	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
53109	FEES & COSTS	.00	.00	.00	.00	.00	.00
53400	OTHER CONTRACTUAL SERV	22,000.00	.00	21,351.00	649.00	.00	100.00
53409	CONTRACTUAL SERV MOWING	20,000.00	.00	15,000.00	.00	5,000.00	75.00
53442	CONTRACT SERVICES	.00	.00	.00	.00	.00	.00
54000	TRAVEL & PER DIEM	.00	.00	.00	.00	.00	.00
54100	COMMUNICATIONS SERVICES	50.00	.00	.00	24.80	25.20	49.60
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	85.00	.00	.00	.00	85.00	.00
54300	UTILITY SERVICES	8,000.00	.00	.00	1,705.88	6,294.12	21.32
54306	STREET LIGHTS	50,000.00	.00	.00	14,355.58	35,644.42	28.71
54400	RENTALS & LEASES	.00	.00	.00	.00	.00	.00
54500	INSURANCE	.00	.00	.00	.00	.00	.00
54520	INSURANCE CLAIMS	.00	.00	.00	.00	.00	.00
54550	GENERAL LIABILITY CLAIMS	675.00	.00	.00	.00	675.00	.00
54600	REPAIR & MAINTENANCE	10,000.00	.00	.00	35.00	9,965.00	.35
54603	VEHICLE MAINTENANCE	4,584.00	.00	.00	2,507.91	2,076.09	54.71
54625	LANDSCAPING	10,000.00	.00	1,857.50	1,414.64	6,727.86	32.72
54626	FACILITIES MAINTENANCE	2,500.00	.00	.00	.00	2,500.00	.00
54907	COMMISSIONS-PROPERTY APP	19,500.00	.00	.00	.00	19,500.00	.00
54908	COMMISSIONS - TAX COLL	19,500.00	.00	.00	.00	19,500.00	.00
54921	ADVERTISING	300.00	17.50	.00	70.00	230.00	23.33
55100	OFFICE SUPPLIES	.00	.00	.00	.00	.00	.00
55120	OFFICE/NON-CAP EQUIPMENT	.00	.00	.00	.00	.00	.00
55201	TOOLS IMP. & SPEC. CLOT	3,000.00	.00	.00	.00	3,000.00	.00
55203	SUPPLIES	1,000.00	.00	.00	279.18	720.82	27.92
55205	UNIFORMS	1,000.00	.00	.00	85.00	915.00	8.50
55208	FUEL & LUBES	7,000.00	193.92	.00	786.45	6,213.55	11.24
55216	SAFETY & ROAD SIGN	.00	.00	.00	.00	.00	.00
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
56300	IMPROVE OTHER THAN BLDG	20,000.00	.00	.00	.00	20,000.00	.00
56305	IMPROVE - FIRE HYDRANTS	35,000.00	.00	.00	.00	35,000.00	.00
56332	WESLEY JONES PARK	.00	.00	.00	.00	.00	.00
56333	NEW ENTRANCE CONSTRUCTIO	.00	.00	.00	.00	.00	.00
56400	MACHINERY & EQUIPMENT	5,000.00	.00	.00	.00	5,000.00	.00
56549	ROAD RESURFACING	833,240.58	.00	19,091.81	14,058.77	800,090.00	3.98
57100	PRINCIPAL	.00	.00	.00	.00	.00	.00
57200	INTEREST	.00	.00	.00	.00	.00	.00
59100	TRANSFERS	623.00	.00	.00	623.00	.00	100.00
59123	TRANSFER - INDIRECT COST	15,111.00	.00	.00	15,111.00	.00	100.00

DATE: 02/19/2021
TIME: 12:45:09

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 5/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT
TOTALED ON: FUND,DEPARMTENT
PAGE BREAKS ON: FUND

FUND-730 CITRUS SPRINGS MSBU
FUNCTION-540 TRANSPORTATION
ACTIVITY-541 ROAD & STREET FACILITIES
DEPARMTENT-8200 CITRUS SPRINGS MSBU

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
59159	TRANS FLEET VEH TRUST	.00	.00	.00	.00	.00	.00
59162	TRANS-ADMIN SERVICES	14,000.00	.00	.00	14,000.00	.00	100.00
59960	CITRUS SPRINGS LIABILITY	.00	.00	.00	.00	.00	.00
60020	RES FOR OUTSTANDING PO'S	.00	.00	.00	.00	.00	.00
61000	RESERVE CASH FORWARD	517,322.00	.00	.00	.00	517,322.00	.00
	TOTAL CITRUS SPRINGS MSBU	1,700,956.58	2,790.39	57,300.31	95,326.56	1,548,329.71	8.97

FUNCTION-570 CULTURE/RECREATION
ACTIVITY-572 PARKS AND RECREATION
DEPARMTENT-8225 CITRUS SPGS COMM CENTER

51200	REGULAR SALARIES & WAGES	.00	.00	.00	.00	.00	.00
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	.00	.00	.00	.00	.00	.00
52200	RETIREMENT CONTRIBUTIONS	.00	.00	.00	.00	.00	.00
52300	LIFE & HEALTH INSURANCE	.00	.00	.00	.00	.00	.00
52400	WORKERS' COMPENSATION	.00	.00	.00	.00	.00	.00
53400	OTHER CONTRACTUAL SERV	.00	.00	.00	.00	.00	.00
53410	TESTING	.00	.00	.00	.00	.00	.00
53452	JANITORIAL SERVICE	.00	.00	.00	.00	.00	.00
53479	SPECIAL EVENTS	.00	.00	.00	.00	.00	.00
54000	TRAVEL & PER DIEM	.00	.00	.00	.00	.00	.00
54100	COMMUNICATIONS SERVICES	.00	.00	.00	.00	.00	.00
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54300	UTILITY SERVICES	.00	.00	.00	.00	.00	.00
54400	RENTALS & LEASES	.00	.00	.00	.00	.00	.00
54500	INSURANCE	.00	.00	.00	.00	.00	.00
54604	MAINTENANCE - BUILDINGS	.00	.00	.00	.00	.00	.00
54605	EQUIPMENT MAINTENANCE	.00	.00	.00	.00	.00	.00
54700	PRINTING & BINDING	.00	.00	.00	.00	.00	.00
54800	PROMOTIONAL ACTIVITIES	.00	.00	.00	.00	.00	.00
54921	ADVERTISING	.00	.00	.00	.00	.00	.00
55100	OFFICE SUPPLIES	.00	.00	.00	.00	.00	.00
55120	OFFICE/NON-CAP EQUIPMENT	.00	.00	.00	.00	.00	.00
55201	TOOLS IMP. & SPEC. CLOT	.00	.00	.00	.00	.00	.00
55205	UNIFORMS	.00	.00	.00	.00	.00	.00
55210	MISC SUPPLIES	.00	.00	.00	.00	.00	.00
55211	JANITORIAL SUPPLIES	.00	.00	.00	.00	.00	.00
55221	MEALS	.00	.00	.00	.00	.00	.00
55270	COMPUTER ACCESSORIES	.00	.00	.00	.00	.00	.00
55275	COMPUTER SOFTWARE	.00	.00	.00	.00	.00	.00
55400	DUES BKS SUBSCR MEM PUBL	.00	.00	.00	.00	.00	.00
55417	TRAINING	.00	.00	.00	.00	.00	.00
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
56300	IMPROVE OTHER THAN BLDG	.00	.00	.00	.00	.00	.00
56400	MACHINERY & EQUIPMENT	.00	.00	.00	.00	.00	.00
	TOTAL CITRUS SPGS COMM CENTER	.00	.00	.00	.00	.00	.00

DATE: 02/19/2021
TIME: 12:45:09

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 3
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 5/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT
TOTALED ON: FUND,DEPARMTENT
PAGE BREAKS ON: FUND

FUND-730 CITRUS SPRINGS MSBU
FUNCTION-570 CULTURE/RECREATION
ACTIVITY-572 PARKS AND RECREATION
DEPARMTENT-8225 CITRUS SPGS COMM CENTER

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
TOTAL CITRUS SPRINGS MSBU		1,700,956.58	2,790.39	57,300.31	95,326.56	1,548,329.71	8.97
TOTAL REPORT		1,700,956.58	2,790.39	57,300.31	95,326.56	1,548,329.71	8.97

DATE: 02/19/2021
TIME: 12:43:59

CITRUS COUNTY BOARD
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 5/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT
TOTALLED ON: FUND,DEPARMTENT
PAGE BREAKS ON: FUND

FUND-730 CITRUS SPRINGS MSBU

FUNCTION-130 MSTU

ACTIVITY- TITLE NOT FOUND

DEPARMTENT- TITLE NOT FOUND

ACCOUNT - - - -	TITLE - - - -	BUDGET	PERIOD RECEIPTS	RECEIVABLES	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	YTD/ BUD
325100	SPECIAL ASSESSMENT-CAPIT	974,100.00	.00	.00	647,593.25	326,506.75	66.48
347210	RECREATION FEES - EXEMPT	.00	.00	.00	.00	.00	.00
347211	RECREATION FEES - TAXABL	.00	.00	.00	.00	.00	.00
347265	CIT SPGS COMM BLD-TAXABL	.00	.00	.00	.00	.00	.00
347266	CIT SPGS COMM BLD-EXEMPT	.00	.00	.00	.00	.00	.00
347296	REC FEES EXEMPT - SR CTR	.00	.00	.00	.00	.00	.00
347522	RENTAL - OTHER	.00	.00	.00	.00	.00	.00
347900	OTHER CULTURE/RECREATION	.00	.00	.00	.00	.00	.00
347910	OTHER CULT/REC EXEMPT	.00	.00	.00	.00	.00	.00
361100	INTEREST	.00	.00	.00	.00	.00	.00
361200	MONEY MKT & LGIP INTERES	10,000.00	181.41	.00	656.51	9,343.49	6.57
361300	INVEST INTEREST (INC/DEC	.00	.00	.00	.00	.00	.00
363000	SPECIAL ASSESSMENTS	.00	.00	.00	.00	.00	.00
363110	SPECIAL ASSESS - CAP IMP	.00	.00	.00	.00	.00	.00
369900	OTHER MISC REVENUES	.00	.00	.00	.00	.00	.00
369945	CNTRL CITRUS CC MISC REV	.00	.00	.00	.00	.00	.00
381000	INTERFUND TRANSFERS	.00	.00	.00	.00	.00	.00
384000	DEBT PROCEEDS	.00	.00	.00	.00	.00	.00
400100	5% RESERVE	-49,205.00	.00	.00	.00	-49,205.00	.00
400200	CASH CARRY FORWARD	766,061.58	.00	.00	.00	766,061.58	.00
TOTAL TITLE NOT FOUND		1,700,956.58	181.41	.00	648,249.76	1,052,706.82	38.11
TOTAL CITRUS SPRINGS MSBU		1,700,956.58	181.41	.00	648,249.76	1,052,706.82	38.11
TOTAL REPORT		1,700,956.58	181.41	.00	648,249.76	1,052,706.82	38.11