



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
 - 2. OPEN TO THE PUBLIC**
 - 3. APPROVAL OF THE MINUTES**
 1. Citrus Springs Advisory Council "Draft" Minutes for 6/2/2021 Meeting

Citrus Springs Advisory Council "Draft" Minutes for 6/2/2021 Meeting
 - 4. REVIEW OF FINANCIAL REPORTS**
 1. Citrus Springs Advisory Council Financials for 7-7-2021 Meeting

Citrus Springs Advisory Council-Financial Reports for July 7, 2021 Meeting.
 - 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 6/2/2021 Meeting				
AGENDA DATE:	July 07, 2021				
<u>BRIEF OVERVIEW:</u> Citrus Springs Advisory Council "Draft" Minutes for 6/2/2021 Meeting					
<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 6/2/2021 Meeting					

CITRUS SPRINGS ADVISORY COUNCIL

Chair: Joan Dias
Vice Chair: Thomas Mize

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

Edwin Roberts
Louise Bono
Pam Williamson

MINUTES **Regular Meeting** June 2, 2021

CALL TO ORDER:

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

Present:

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

Also present:

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

Absent: none

OPEN TO THE PUBLIC:

- A citizen inquired about water usage limitations in the Citrus Springs area. Council members advised to contact SWFWMD.
- Discussion ensued about the quality of the drinking water. Water testing can be done at the Environmental Health Office or citizens can reference the Environmental Protection Agency website.

APPROVAL OF THE MINUTES:

Minutes for the May 5, 2021 meeting were reviewed.

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

APPROVAL OF FINANCIAL REPORTS:

Period Eight 8/21 finance reports were reviewed.

- **Thomas Mize made motion to accept the Financials as distributed.**
- **Seconded by Edwin Roberts.**
- **Motion approved unanimously.**

SPECIAL REPORTS:

Streetlights / Fire Protection:

- There are 22 streetlights out in the Citrus Springs area that were reported.
- The streetlights on Anson, Deltona Blvd. and W. Citrus Springs Blvd have been fixed.
- There are many streetlights in Citrus Springs that were installed and then turned off when a former developer, Boyd Armstrong left the area. The streetlights at selected intersections will remain operational, as the MSBU picks up the costs.
- In the habitat area, the developer is picking up the cost of the streetlights and assessing it back onto the properties.

Road Resurfacing:

- Mr. Brock provided Mr. Roberts with a Resurfacing Progress Report.
- Currently the road resurfacing contractor is in compliance with their contract. They must be substantially completed by June 7, 2021 and final completion by July 7, 2021.

Boulevard Beautification:

- The shrubs were replanted in the median on Deltona and W. Citrus Springs Blvd.
- Mr. Brock is waiting to get a new contract in place with continuing services contractor Daly & Zilch, before getting quotes and prices for plantings.
- Citrus Springs Bird Sanctuary signs have a new Florida Administrative Code. Before new signs can be installed, the new FAC requires the BOCC to adopt a resolution to recognize the bird sanctuary, set boundaries, and send this information up to Florida Game Commission for approval.
- Mrs. Dias recommended to council members to e-mail or call Mr. Brock with questions or concerns.
- The Coleus plantings will be switched by month end for the July 4th holiday.

Grate Installation and Fountain:

- The fountain is up and running, but the check valve that keeps water from draining into the lower pond, requires repair.
- The upper pond check valve was fixed. Mr. Brock is currently in the process of getting a price for a stainless-steel check valve for the plumbing of the main fountain system.
- The marquee signs have been cleaned and updated. Mrs. Dias requested an estimate for painting the sign and plexiglass replacement in the fall.
- It was requested that sod be planted under the marquee sign by the fountain side. Mr. Brock will have Anna Miele plant sod there during the rainy season.
- In the past month, eleven grate installations have been completed.
- New sod put in at the fountain did not meet contract requirements. The contractor is on notice of no payment until there is satisfactory performance.

Roadway Maintenance / Mowing:

- Mrs. Bono reported that the roadsides look great.
- A citizen reported that contract mowers are stirring up debris and leaving dirt in the roadway on N. Circular Way. The contract mowers have chains around their decks and are currently working in dry conditions.

OLD BUSINESS:

- Monument repairs have been completed.

NEW BUSINESS:

- Mr. Roberts had questions about the ordinance and fee increase of the MSBU assessment. Mrs. Dias and Mr. Brock explained the administrative process. Discussion ensued.

VANDALISM REPORT

- The sprinkler damage by the inbound side of the fountain has been fixed.

GENERAL DISCUSSION OF MEMBERS:

- State contractor Ferrovia cleaned up the mattress and litter along Highway 41.
- Council members declined using MSBU funds to cover the operating costs of a community dog park.

PUBLIC INPUT:

- Citizen Mr. Robertson inquired about the need to water new sod by the fountain. County staff are following the allowable watering guidelines.
- **The Next regular meeting will take place on July 7, 2021.**

ADJOURNMENT:

- **Thomas Mize made motion to adjourn.**
- **Seconded by Louise Bono.**
- **Motion approved unanimously.**

The meeting adjourned at 10:09 am.

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 7-7-2021 Meeting				
AGENDA DATE:	July 07, 2021				
<u>BRIEF OVERVIEW:</u>					
Citrus Springs Advisory Council-Financial Reports for July 7, 2021 Meeting.					
<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-Financial Reports for July 7, 2021 Meeting.					

DATE: 06/24/2021
TIME: 08:08:32

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 9/21

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	4,082.15	.00	36,165.22	18,675.78	65.95
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	4,195.00	314.33	.00	2,783.22	1,411.78	66.35
52200	RETIREMENT CONTRIBUTIONS	5,449.00	408.22	.00	3,585.59	1,863.41	65.80
52300	LIFE & HEALTH INSURANCE	14,305.00	607.19	.00	10,135.24	4,169.76	70.85
52400	WORKERS' COMPENSATION	2,676.00	200.02	.00	1,771.99	904.01	66.22
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	17,000.00	4,000.00	17,811.25	188.75	99.14
53409	CONTRACTUAL SERV MOWING	20,000.00	.00	.00	15,000.00	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	35.63	14.37	71.26
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	85.00	.00	.00	.00	85.00	.00
54300	UTILITY SERVICES	8,000.00	282.41	.00	3,697.18	4,302.82	46.21
54306	STREET LIGHTS	50,000.00	3,370.64	.00	27,820.09	22,179.91	55.64
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	222.25	9,777.75	2.22
54603	VEHICLE MAINTENANCE	4,584.00	.00	.00	3,206.63	1,377.37	69.95
54625	LANDSCAPING	10,000.00	.00	1,942.50	3,212.99	4,844.51	51.55
54626	FACILITIES MAINTENANCE	2,500.00	.00	.00	815.00	1,685.00	32.60
54907	COMMISSIONS-PROPERTY APP	19,500.00	.00	.00	19,470.60	29.40	99.85
54908	COMMISSIONS - TAX COLL	19,500.00	.00	.00	.00	19,500.00	.00
54921	ADVERTISING	300.00	17.50	.00	140.00	160.00	46.67
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	25.98	2,974.02	.87
55203	SUPPLIES	1,000.00	.00	.00	641.49	358.51	64.15
55205	UNIFORMS	1,000.00	.00	.00	185.00	815.00	18.50
55208	FUEL & LUBES	7,000.00	277.59	.00	1,652.37	5,347.63	23.61
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	819,091.81	14,058.77	90.00	99.99
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: 06/24/2021
TIME: 08:08:32

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
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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
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	571,961.00	.00	.00	.00	571,961.00	.00
	TOTAL CITRUS SPRINGS MSBU	1,755,595.58	26,560.05	825,034.31	192,170.49	738,390.78	57.94

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: 06/24/2021
TIME: 08:08:32

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 3
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 9/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT
TOTALLED 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		1,755,595.58	26,560.05	825,034.31	192,170.49	738,390.78	57.94
TOTAL REPORT		1,755,595.58	26,560.05	825,034.31	192,170.49	738,390.78	57.94

DATE: 06/24/2021
TIME: 08:21:19

CITRUS COUNTY BOARD
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA11

SELECTION CRITERIA: **orgn.fund='730'**
ACCOUNTING PERIOD: **9/21**

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	891,597.17	82,502.83	91.53
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	153.79	.00	1,399.39	8,600.61	13.99
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	820,700.58	.00	.00	.00	820,700.58	.00
TOTAL TITLE NOT FOUND		1,755,595.58	153.79	.00	892,996.56	862,599.02	50.87
TOTAL CITRUS SPRINGS MSBU		1,755,595.58	153.79	.00	892,996.56	862,599.02	50.87
TOTAL REPORT		1,755,595.58	153.79	.00	892,996.56	862,599.02	50.87