



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 8/4/2021 Meeting

Citrus Springs Advisory Council "Draft" Minutes for 8/4/2021 Meeting
 - 4. REVIEW OF FINANCIAL REPORTS**
 1. Citrus Springs Advisory Council Financials for 8-4-2021 Meeting

Citrus Springs Advisory Council-Financial Reports for September 1, 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 8/4/2021 Meeting				
AGENDA DATE:	September 01, 2021				
<u>BRIEF OVERVIEW:</u> Citrus Springs Advisory Council "Draft" Minutes for 8/4/2021 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 8/4/2021 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** August 4, 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

Also present:

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

Absent: Louise Bono

OPEN TO THE PUBLIC:

- Citizen Janet Barek inquired about storm grate upgrades and Stormwater assessment. 38 storm grates have been installed in the past year, up to \$20,000 budgeted. The concrete storm lids are being replaced with flush grates funded by the MSBU. The BOCC is proposing that in the millage rate, one tenth of a mil is going to stormwater, then zero it out, and replace it with a Stormwater MSBU with an equivalent amount.
- Discussion ensued about the road resurfacing.
- A citizen asked about the frequency of watering the plantings. SWFWMD allows up to 42 days for watering new plantings at the fountain area.

APPROVAL OF THE MINUTES:

Minutes for the June 2, 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 Nine 9/21 finance reports were reviewed.

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

Period Ten 10/21 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:

- It was reported that there is only one streetlight at County Club and US 41, one at W. Citrus Springs Blvd and 41, and no lighting on G. Martinelli and US 41. These areas are dark and have increased traffic flow. It was suggested that Board Members look into this for safety reasons and put in a request for an estimate.
- FDOT permits would be required to install streetlights at the US 41 right of way. If the lights were pulled back from the intersection where the County right of way meets the state right of way, an FDOT permit would not be required on County property.
- The streetlight is out on the fountain side of Citrus Springs Blvd and N. Florida Ave. and will be reported.

Road Resurfacing:

- D.A.B faulted on the projects they had with the County and FDOT and turned it over to the Bonding Agencies. The Bonding Agencies will have another contractor finish the remaining roads. Data is being collected about which roads of the project remain to be completed. Paving is estimated to resume within 30 days. \$657,000 of a \$3.7 million dollar contract was fulfilled by D.A.B.
- White paint was marked on W. Commodore Street where crews were to start and stop resurfacing.
- Mr. Brock will check the resurfacing list for W. Citrus Springs Blvd. and N. Lime Drive if it has been rated for resurfacing. Road ratings are based on two different programs. If it is County rated, it's based on condition 7 or worse plus density, if it's MSBU funded program it is rated worst to best.

Boulevard Beautification:

- Mrs. Williamson reported that the Coleus plantings are doing well.
- Anna Miele is considering ideas for the winter planting in early November.

Grate Installation and Fountain:

- This fiscal year, the MSBU has funded approximately \$20,000 for 38 lid replacements.

Roadway Maintenance / Mowing:

- No issues reported with mowing.

OLD BUSINESS:

- Currently, the funds are not available in contractual services for performing maintenance on the marquee sign. Painting and plexiglass replacement is planned for October.
- The contractor has notified the painter about painting the monument sign on N. Citrus Springs Blvd. covered under warranty.

NEW BUSINESS:

Schedule for FY 2021-2022 meeting dates were reviewed.

- **Edwin Roberts made motion to accept the new meeting schedule as distributed.**
- **Seconded by Pamela Williamson.**
- **Motion approved unanimously.**

VANDALISM REPORT

- Many sprinkler heads have been damaged and had to be replaced.

GENERAL DISCUSSION OF MEMBERS:

- Andrew Borowski is the newly hired Grounds Maintenance employee working with Anna Miele.
- There are a few potholes on Anson and N. Citrus Springs Blvd. that were reported.

PUBLIC INPUT:

- A citizen commented that tree branches are obstructing the sign on Gulf view Drive, approaching County Club Drive. Mr. Brock will contact Road Maintenance for resolution.
- Mrs. Barek inquired about posting notifications on the marquee sign for events. Mr. Brock clarified that only publicly sponsored events can be advertised on the marquee sign.
- **The Next regular meeting will take place on September 1, 2021.**

ADJOURNMENT:

- **Thomas Mize made motion to adjourn.**
- **Seconded by Edwin Roberts.**
- **Motion approved unanimously.**

The meeting adjourned at 9:49 am.

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

DRAFT

Attachment: 08 04 2021 - CS Minutes - Draft (17258 : Citrus Springs Advisory Council "Draft" Minutes for 8/4/2021 Meeting)



AGENDA MEMORANDUM

FROM:	Randall Olney, Public Works Director
SUBJECT:	Citrus Springs Advisory Council Financials for 9-1-2021 Meeting
AGENDA DATE:	September 01, 2021

BRIEF OVERVIEW:

Citrus Springs Advisory Council-Financial Reports for September 1, 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 September 1, 2021 Meeting.

DATE: 08/20/2021
TIME: 11:01:18

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 11/21

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	43,225.80	11,615.20	78.82
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	4,195.00	161.49	.00	3,326.94	868.06	79.31
52200	RETIREMENT CONTRIBUTIONS	5,449.00	226.96	.00	4,349.53	1,099.47	79.82
52300	LIFE & HEALTH INSURANCE	14,305.00	7.34	.00	10,742.71	3,562.29	75.10
52400	WORKERS' COMPENSATION	2,676.00	102.78	.00	2,117.94	558.06	79.15
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	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	41.45	8.55	82.90
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	85.00	.00	.00	14.00	71.00	16.47
54300	UTILITY SERVICES	8,000.00	128.70	.00	5,907.99	2,092.01	73.85
54306	STREET LIGHTS	50,000.00	.00	.00	34,608.59	15,391.41	69.22
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	3,794.74	789.26	82.78
54625	LANDSCAPING	10,000.00	.00	138.50	6,106.59	3,754.91	62.45
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	175.00	125.00	58.33
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	45.88	2,954.12	1.53
55203	SUPPLIES	1,000.00	.00	.00	714.84	285.16	71.48
55205	UNIFORMS	1,000.00	100.00	.00	285.00	715.00	28.50
55208	FUEL & LUBES	7,000.00	292.13	.00	2,371.77	4,628.23	33.88
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	19,418.00	582.00	97.09
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	.00	.00
56549	ROAD RESURFACING	833,240.58	.00	698,057.52	135,093.06	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: 08/20/2021
TIME: 11:01:18

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 11/21

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
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	3,134.50	702,196.02	355,392.93	698,006.63	60.24

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: 08/20/2021
TIME: 11:01:18

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 3
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 11/21

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	3,134.50	702,196.02	355,392.93	698,006.63	60.24
TOTAL REPORT		1,755,595.58	3,134.50	702,196.02	355,392.93	698,006.63	60.24

DATE: 08/20/2021
TIME: 11:02:43

CITRUS COUNTY BOARD
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 11/21

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

FUND-730 CITRUS SPRINGS MSBU
FUNCTION-130 MSTU
ACTIVITY- TITLE NOT FOUND
DEPARMENT- 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	1,001,474.94	-27,374.94	102.81
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	206.10	.00	1,730.08	8,269.92	17.30
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	206.10	.00	1,003,205.02	752,390.56	57.14
TOTAL CITRUS SPRINGS MSBU		1,755,595.58	206.10	.00	1,003,205.02	752,390.56	57.14
TOTAL REPORT		1,755,595.58	206.10	.00	1,003,205.02	752,390.56	57.14