



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

AGENDA

Chair Joan Dias
Vice Chair Thomas Mize
Member Louise Bono

Member David Schraml

-
- 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 February 2, 2022

Citrus Springs Advisory Council "Draft" Minutes for February 2, 2022 Meeting
 - 4. REVIEW OF FINANCIAL REPORTS**
 1. Citrus Springs Advisory Council Financials for 3-2-2022 Meeting

Citrus Springs Advisory Council-Financial Reports for March 2, 2022 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 February 2, 2022				
AGENDA DATE:	March 02, 2022				
<u>BRIEF OVERVIEW:</u>					
Citrus Springs Advisory Council "Draft" Minutes for February 2, 2022 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 February 2, 2022 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

Louise Bono
David Schraml

MINUTES Regular Meeting February 2, 2022

CALL TO ORDER:

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

Present:

- Joan Dias, Chair
- Thomas Mize
- Louise Bono
- David Schraml

Also present:

- Larry Brock, Assistant Public Works Director / County Liaison for the MSBU
- James Sterling, Director of Road Maintenance Division
- Kristine Sumner, Public Works Senior Secretary, Advisory Council Recording Secretary

Absent: none

SWEARING IN OF APPOINTED AND REAPPOINTED MEMBERS: Joan Dias, Thomas Mize, and David Schraml.

NOMINATIONS OF CHAIR AND VICE CHAIR:

Mrs. Dias opened the nominations for Chair position.

- **Thomas Mize made motion to appoint Joan Dias as Chair of the Advisory Council.**
- **Seconded by Louise Bono.**
- **Motion approved unanimously.**

Mrs. Dias opened the nominations for Vice-Chair position.

- **Louise Bono made motion to appoint Thomas Mize as Vice-Chair of the Advisory Council.**
- **Seconded by David Schraml.**
- **Motion approved unanimously.**

OPEN TO THE PUBLIC:

- No discussion.

APPROVAL OF THE MINUTES:

Minutes for the January 5, 2022 meeting were reviewed.

- **Louise Bono made motion to accept the Minutes as written.**
- **Seconded by Thomas Mize.**
- **Motion approved unanimously.**

APPROVAL OF FINANCIAL REPORTS:

Period 4 finance reports were reviewed.

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

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

- Mr. Mize will be reporting on streetlights and fire hydrants.
- A streetlight is out at Deltona and 491 on the Northwest corner.
- The County follows State guidelines for traffic signal installations. The Engineering Division would need to study traffic counts and collect data to see if Hampshire Blvd. and 491 and Deltona Blvd. and 491 meet the regimented criteria for stoplight installations.
- Intersection upgrades are needed for expanding the queue length of vehicles turning from the left turn lane on 491 onto Hampshire Blvd.
- The entrance sign lights have been repaired on Deltona Blvd. and 491.
- The placement of fire hydrants within a 500 feet radius is a national fire code standard.
- Duke Energy has acknowledged the installation of all three new streetlights at Hampshire Blvd. and Elcam Blvd., W. Citrus Springs Blvd. and US41 and G. Martinelli and US41. Mr. Brock is waiting to sign off on the construction costs and then schedule construction.

Road Resurfacing:

- Mr. Schraml will be reporting on road resurfacing. Mrs. Dias provided the 2021 and 2022 road resurfacing lists for Mr. Schraml.
- There is a pause in the finishing contractor's work. D.A.B. failed to give the test data for the open graded mix used for their cure method. DOT put the Surety Company on notice that the finished work had not been certified by test results and did not meet standards. The Surety Company is working out the cost to remove and replace the open graded mix. Once resolved, Pave-Rite will continue paving.
- This year, it is anticipated that Deltona Blvd. and W. Citrus Springs Blvd. will be resurfaced with SCOP funds. The agreements were awarded and back to DOT to sign off on contracts before a notice to proceed can be issued.

- There was discussion concerning many waste service vehicles putting wear and tear on County roads. Some trash haulers have strict guidelines how they operate and cannot consolidate the number of trucks. The BOCC voted down universal collection.

Boulevard Beautification:

- Mrs. Bono will be reporting on boulevard beautification.
- The Petunias are cold resilient plants and should bud before the next planting.
- Zinnias will be planted before Easter, in late March.
- At the next meeting, the summer planting will be discussed.

Grate Installation and Fountain:

- The storm grate tops are on order. As soon as the order is received, installation will begin.
- The fountain has been operating well with the installation of a stainless steel backflow preventer.
- Mr. Brock is pursuing to find a contractor to re-marcite the fountain.

Roadway Maintenance / Mowing:

- Mrs. Dias will be reporting on roadway maintenance.
- The mowing contractor bids will be taken to the Board to be awarded for next year.

OLD BUSINESS:

- The construction invoice has been processed and paid for the two new streetlights to be installed at W. Citrus Springs Blvd. and G. Martinelli on US 41.
- The roadside trash has been an ongoing issue.

NEW BUSINESS:

- Mr. Olney has submitted his resignation as Public Works Director. Mr. Brock announced his resignation will be on March 4, 2022. Mr. Brock has worked for Citrus County BOCC for 34 years. Jim Sterling, Director of Road Maintenance will be interim County Liaison for the MSBU.

VANDALISM REPORT

- No vandalism incidences to report.

GENERAL DISCUSSION OF MEMBERS:

- The Civic Association approved 501 applications for new construction for 2021. The Architectural Review Committee reviewed 165 that were build out without approval. Currently there are 50 applications approved for 2022.

- If citizens see damage to a roadway due to construction activities, the contractor may be liable for repairs. Citizens can contact the County's Road Maintenance Division or use the online portal. The County can flag it against the contractor's permit before a certificate of occupancy can be issued.

PUBLIC INPUT:

- A copy of the 2021 and 2022 road resurfacing list was provided to Mrs. Barek,
- On behalf of the Civic Association, Mrs. Barek announced local events.
- The new building development area in Citrus Springs is one of the largest Habitat for Humanity projects in the country.
- **The Next regular meeting will take place on March 2, 2022.**

ADJOURNMENT:

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

The meeting adjourned at 9:44 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 3-2-2022 Meeting
AGENDA DATE:	March 02, 2022

BRIEF OVERVIEW:

Citrus Springs Advisory Council-Financial Reports for March 2, 2022 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 2, 2022 Meeting

DATE: 02/23/2022
TIME: 08:18:42

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 5/22

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
DEPARTMENT-8200 CITRUS SPRINGS MSBU

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
51200	REGULAR SALARIES & WAGES	57,614.00	2,097.60	.00	19,059.60	38,554.40	33.08
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	4,408.00	161.49	.00	1,465.65	2,942.35	33.25
52200	RETIREMENT CONTRIBUTIONS	6,196.00	226.96	.00	2,062.24	4,133.76	33.28
52300	LIFE & HEALTH INSURANCE	14,978.00	7.34	.00	6,236.84	8,741.16	41.64
52400	WORKERS' COMPENSATION	2,571.00	94.17	.00	855.72	1,715.28	33.28
53100	PROFESSIONAL SERVICES	.00	.00	.00	.00	.00	.00
53109	FEES & COSTS	.00	.00	.00	.00	.00	.00
53400	OTHER CONTRACTUAL SERV	5,000.00	.00	4,000.00	.00	1,000.00	80.00
53409	CONTRACTUAL SERV MOWING	5,000.00	.00	.00	.00	5,000.00	.00
53442	CONTRACT SERVICES	.00	.00	.00	.00	.00	.00
54000	TRAVEL & PER DIEM	.00	.00	.00	.00	.00	.00
54100	COMMUNICATIONS SERVICES	75.00	.00	.00	6.53	68.47	8.71
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	85.00	.00	.00	.00	85.00	.00
54300	UTILITY SERVICES	8,000.00	463.03	.00	688.57	7,311.43	8.61
54306	STREET LIGHTS	50,000.00	3,971.27	.00	16,972.45	33,027.55	33.94
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	4,249.03	5,750.97	42.49
54603	VEHICLE MAINTENANCE	4,000.00	1,261.98	.00	1,529.34	2,470.66	38.23
54625	LANDSCAPING	11,121.00	.00	1,181.00	1,802.45	8,137.55	26.83
54626	FACILITIES MAINTENANCE	2,500.00	.00	.00	134.45	2,365.55	5.38
54907	COMMISSIONS-PROPERTY APP	20,000.00	.00	.00	.00	20,000.00	.00
54908	COMMISSIONS - TAX COLL	20,000.00	.00	.00	.00	20,000.00	.00
54921	ADVERTISING	300.00	20.17	.00	55.17	244.83	18.39
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	177.43	822.57	17.74
55205	UNIFORMS	1,000.00	.00	.00	.00	1,000.00	.00
55208	FUEL & LUBES	6,000.00	251.26	.00	933.51	5,066.49	15.56
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	1,448,057.52	.00	1,428,965.71	.00	19,091.81	98.68
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: 02/23/2022
TIME: 08:18:42

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 5/22

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

FUND-730 CITRUS SPRINGS MSBU
FUNCTION-540 TRANSPORTATION
ACTIVITY-541 ROAD & STREET FACILITIES
DEPARTMENT-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	RESERVED BUDGET FUND BAL	540,298.00	.00	.00	.00	540,298.00	.00
	TOTAL CITRUS SPRINGS MSBU	2,311,612.52	8,555.27	1,434,146.71	85,962.98	791,502.83	65.76

FUNCTION-570 CULTURE/RECREATION
ACTIVITY-572 PARKS AND RECREATION
DEPARTMENT-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: 02/23/2022
TIME: 08:18:42

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 3
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 5/22

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		2,311,612.52	8,555.27	1,434,146.71	85,962.98	791,502.83	65.76
TOTAL REPORT		2,311,612.52	8,555.27	1,434,146.71	85,962.98	791,502.83	65.76

DATE: 02/23/2022
TIME: 08:27:09

CITRUS COUNTY BOARD
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 5/22

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	972,000.00	.00	.00	708,771.77	263,228.23	72.92
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	2,000.00	257.06	.00	690.04	1,309.96	34.50
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	-48,600.00	.00	.00	.00	-48,600.00	.00
400200	CARRY FORWARD	1,386,212.52	.00	.00	.00	1,386,212.52	.00
TOTAL TITLE NOT FOUND		2,311,612.52	257.06	.00	709,461.81	1,602,150.71	30.69
TOTAL CITRUS SPRINGS MSBU		2,311,612.52	257.06	.00	709,461.81	1,602,150.71	30.69
TOTAL REPORT		2,311,612.52	257.06	.00	709,461.81	1,602,150.71	30.69