



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 April 6, 2022

Citrus Springs Advisory Council "Draft" Minutes for April 6, 2022 Meeting
 - 4. REVIEW OF FINANCIAL REPORTS**
 1. Citrus Springs Advisory Council Financials for 5-4-2022 Meeting

Citrus Springs Advisory Council-Financial Reports for May 4, 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:	Brian Kauffman,
SUBJECT:	Citrus Springs Advisory Council "Draft" Minutes for April 6, 2022
AGENDA DATE:	May 04, 2022

BRIEF OVERVIEW:

Citrus Springs Advisory Council "Draft" Minutes for April 6, 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 "Draft" Minutes for April 6, 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** April 6, 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:

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

Absent: none

OPEN TO THE PUBLIC:

- Mrs. Barek, on behalf of the Civic Association, announced local upcoming events and provided an update on building development in the area. Discussion ensued.
- The two new streetlights that were installed at W. Hampshire Blvd. and Elkcarn Blvd. have improved visibility after dark.
- The Architectural Review Committee have been monitoring builders in the area to ensure they are compliant with cleaning up their sites and are repairing any roadway damage. The Road Maintenance Division observes the driveways and right of ways during their final inspection before a use of occupancy can be issued.

APPROVAL OF THE MINUTES:

Minutes for the March 2, 2022 meeting were reviewed.

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

APPROVAL OF FINANCIAL REPORTS:

Period 6 finance reports were reviewed.

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

GENERAL DISCUSSION OF MEMBERS

- No discussion.

SPECIAL REPORTS:

Streetlights / Fire Protection:

- The streetlight on the corner of 39 and 41 by the underpass, is not within the Citrus Springs MSBU boundary. Discussion ensued regarding improvements to streetlighting.
- The streetlight on Deltona and 491 was replaced with a new LED light.
- Council members discussed options of improving lighting on Hampshire Blvd. and 491, where there is one streetlight.
- Mr. Sterling will inquire about the costs associated with light and pole installations.

Road Resurfacing:

- The aggregate issue with resurfacing has been fixed. Open grade mix was put down in milled areas, at no extra cost to the County or MSBU.
- Resurfacing has been completed on W. Hamlet Place and Elkcam Blvd. Mr. Sterling will check with the Engineering Division to confirm if the adjoining side streets N. Oasis Pt. and N. Lyric Dr. are on the resurfacing list.
- The 2021 resurfacing contract is close to completion. There was a 30 day delay starting on the 2022 resurfacing contract.
- Contractors can be held responsible for road damage repair. Driveway inspectors will go out and inspect each location prior to giving the recommendation for a permit.
- Deltona Blvd. and W. Citrus Springs Blvd. will be resurfaced with SCOP funds. Bids have been reviewed and currently awaiting DOT approval of the bid. Afterwards, it will go to the BOCC to approve the contract.

Boulevard Beautification:

- The Spring flowers have been delivered and planted at the Citrus Spring entrance.
- Members discussed adding trees on both sides of the non-fountain area by the Citrus Springs Blvd. entrance.

Grate Installation and Fountain:

- Storm grate tops are on order and expected to arrive April 26, 2022.
- Mr. Sterling received an estimate of approximately \$52,000 to re-marcite the fountain. He is expecting another estimate soon from a company in Orlando. The Council agreed to hold off on this service until a later date if the second estimate is high, also.

Roadway Maintenance / Mowing:

- Contract mowers will be starting next week.
- The new mowing contract is up for bid and will be going in for approval in a couple of weeks. There will not be a pause in the mowing between now and when the new contract begins.

OLD BUSINESS:

- The State has not advised of any ongoing safety issues at the intersection of 41 to CR39. The DOT has not planned a project to construct turn lanes. Traffic studies are required during new development process. If the data shows a traffic light or safety improvements are needed, the contractor is responsible.
- GIS density numbers are updated as homes are built and as roads are evaluated. GIS updates the information using permit data on an annual basis, prior to the Engineering Division preparing a resurfacing list of the roadways.
- If there is a problem with a state road, citizens can contact their state representative.

NEW BUSINESS:

FY 2022-2023 budget was discussed. Any funds not spent by the end of fiscal year will go into reserves. The Council requested the following changes:

- Improvements-funds to be moved from account 56305 for fire hydrants/re-marcite fountain into reserves.
- Road Resurfacing- Council members requested \$200,0000 from the cash reserved fund budget balance to be added to road resurfacing account 56549 for a total of \$1,000,000. Mr. Sterling will speak with the Management and Budget Department before moving forward with the proposed changes.

APPROVAL OF BUDGET REPORT:

FY 2022-2023 budget report was reviewed.

- **Thomas Mize made motion to accept the FY 2022-2023 budget with the proposed changes.**
- **Seconded by Louise Bono.**
- **Motion approved unanimously.**

PUBLIC INPUT:

- Discussion ensued regarding MSBU funds for road resurfacing and fire hydrants.
- County uses a road resurfacing formula of condition plus density and considers the number of homes on the road.
- Mr. Sterling explained the indirect costs and administrative services associated with the MSBU budget.

VANDALISM REPORT

- The Road Maintenance Division fixed a sign that was down at the golf course.

GENERAL DISCUSSION OF MEMBERS:

- No discussion.

PUBLIC INPUT:

- Mrs. Barek commented on various topics regarding streetlights, ideas for CIP projects, boulevard beautification, building permits, and road resurfacing.
- The Next regular meeting will take place on May 4, 2022.

ADJOURNMENT:

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

The meeting adjourned at 10:56 am.

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



AGENDA MEMORANDUM

FROM:	Ken Cheek, Director, Water Resources Department				
SUBJECT:	Citrus Springs Advisory Council Financials for 5-4-2022 Meeting				
AGENDA DATE:	May 04, 2022				
<u>BRIEF OVERVIEW:</u> Citrus Springs Advisory Council-Financial Reports for May 4, 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-Financial Reports for May 4, 2022 Meeting.					

DATE: 04/25/2022
TIME: 11:02:57

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 7/22

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	4,444.80	.00	29,922.00	27,692.00	51.94
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	4,408.00	341.65	.00	2,300.46	2,107.54	52.19
52200	RETIREMENT CONTRIBUTIONS	6,196.00	480.92	.00	3,237.54	2,958.46	52.25
52300	LIFE & HEALTH INSURANCE	14,978.00	1,246.96	.00	9,969.09	5,008.91	66.56
52400	WORKERS' COMPENSATION	2,571.00	199.56	.00	1,343.44	1,227.56	52.25
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	8.43	66.57	11.24
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	85.00	.00	.00	.00	85.00	.00
54300	UTILITY SERVICES	8,000.00	475.53	.00	1,922.20	6,077.80	24.03
54306	STREET LIGHTS	50,000.00	1,929.27	.00	22,748.53	27,251.47	45.50
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	4,364.98	5,635.02	43.65
54603	VEHICLE MAINTENANCE	4,000.00	.00	.00	2,113.89	1,886.11	52.85
54625	LANDSCAPING	11,121.00	1,090.90	1,387.15	3,194.00	6,539.85	41.19
54626	FACILITIES MAINTENANCE	2,500.00	.00	.00	214.51	2,285.49	8.58
54907	COMMISSIONS-PROPERTY APP	20,000.00	.00	.00	19,582.02	417.98	97.91
54908	COMMISSIONS - TAX COLL	20,000.00	.00	.00	.00	20,000.00	.00
54921	ADVERTISING	300.00	20.17	.00	95.51	204.49	31.84
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	416.24	2,583.76	13.87
55203	SUPPLIES	1,000.00	.00	.00	332.68	667.32	33.27
55205	UNIFORMS	1,000.00	.00	.00	.00	1,000.00	.00
55208	FUEL & LUBES	6,000.00	473.43	.00	1,631.06	4,368.94	27.18
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	138,527.10	1,290,438.61	138,527.10	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: 04/25/2022
TIME: 11:02:57

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
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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	595,254.00	.00	.00	.00	595,254.00	.00
	TOTAL CITRUS SPRINGS MSBU	2,366,568.52	149,230.29	1,295,825.76	271,657.68	799,085.08	66.23

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: 04/25/2022
TIME: 11:02:57

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 3
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 7/22

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		2,366,568.52	149,230.29	1,295,825.76	271,657.68	799,085.08	66.23
TOTAL REPORT		2,366,568.52	149,230.29	1,295,825.76	271,657.68	799,085.08	66.23

DATE: 04/25/2022
TIME: 11:10:57

CITRUS COUNTY BOARD
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 7/22

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	806,501.20	165,498.80	82.97
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	505.25	.00	1,503.05	496.95	75.15
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	1,441,168.52	.00	.00	.00	1,441,168.52	.00
TOTAL TITLE NOT FOUND		2,366,568.52	505.25	.00	808,004.25	1,558,564.27	34.14
TOTAL CITRUS SPRINGS MSBU		2,366,568.52	505.25	.00	808,004.25	1,558,564.27	34.14
TOTAL REPORT		2,366,568.52	505.25	.00	808,004.25	1,558,564.27	34.14