



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 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 June 1, 2022

Citrus Springs Advisory Council "Draft" Minutes for June 1, 2022 Meeting
- 4. REVIEW OF FINANCIAL REPORTS**
 1. Citrus Springs Advisory Council Financials for 7-6-2022 Meeting

Citrus Springs Advisory Council-Financial Reports for July 6, 2022 Meeting.
- 5. REPORTS FROM POINT PERSONS**
 - a. Streetlights/Fire Hydrants - Tom Mize*
 - b. Road Resurfacing - David Schraml*
 - c. Beautification of Boulevards/Medians/Flowers-Louise Bono*
 - d. Grate Installation/Fountain-Joan Dias*
 - e. Roadway Maintenance/Mowing-TBD*
- 6. OLD BUSINESS**
- 7. NEW BUSINESS- APPROVE FISCAL YEAR 2023 MEETING SCHEDULE**
- 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:	Ken Cheek, Director, Water Resources Department				
SUBJECT:	Citrus Springs Advisory Council "Draft" Minutes for June 1, 2022				
AGENDA DATE:	July 06, 2022				
<u>BRIEF OVERVIEW:</u> Citrus Springs Advisory Council "Draft" Minutes for June 1, 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 June 1, 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** June 1, 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

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:** David Schraml (excused)

OPEN TO THE PUBLIC:

- The road resurfacing program list from 2021 has been completed. This year, road resurfacing is behind schedule countywide. Resurfacing costs have doubled over the past two years.
- A citizen requested a blind drive sign on N. Elkcam Blvd., North of W. Naegelia Place.
- Discussion ensued concerning string trimming around street signs.
- MSBU funds provide fountain maintenance, two Grounds Maintenance employees, mowing, mowing equipment, roadway resurfacing, streetlights, grate installations, and boulevard beautification. Any MSBU funds not spent, will go into the cash carry forward fund.

APPROVAL OF THE MINUTES:

Minutes for the May 4, 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 8 finance reports were reviewed.

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

GENERAL DISCUSSION OF MEMBERS

- No discussion.

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

- The costs of new streetlights were discussed. The Engineering Division would need to conduct traffic study counts and collect data for a location to be considered for lighting.
- This year, there is no new augmentation for fire hydrant installations.

Road Resurfacing:

- The County has submitted a letter to Pave Rite to resume work on resurfacing. The contractor could face penalties as 30% of the timeline has lapsed with only 10% of the work completed.
- Deltona Blvd. and Citrus Springs Blvd. will be resurfaced with SCOP funds from the State. A start date has not been announced.

Boulevard Beautification:

- There are tree limbs down and a stump that needs removal at the community center.
- Grounds Maintenance employee Anna Miele resigned on May 31, 2022. Mr. Sterling is seeking to hire another Grounds Maintenance employee to work with Andrew Borowski.

APPROVAL FOR ADDITIONAL BOULEVARD BEAUTIFICATION:

It was recommended by Grounds Maintenance to plant dwarf Magnolia trees by the Citrus Springs entrance, where there is irrigation.

- **Louise Bono made motion to plant two Magnolia trees.**
- **Seconded by Thomas Mize.**
- **Motion approved unanimously.**

APPROVAL TO ACQUIRE ESTIMATE FOR ADDITIONAL SERVICES:

The Council discussed getting a cost estimation from the current mowing contractor for string trimming around the roadside signs. The entire Citrus Springs area would be inclusive in the estimate to benefit all property owners in the area.

- **Thomas Mize made a motion to get an estimate for string trimming around the street signs.**
- **Seconded by Louise Bono.**
- **Motion approved unanimously.**

Grate Installation and Fountain:

- The budget transfer and purchase order are in progress for fountain repairs.
- The fountain has electrical issues with a dead short in the line that will need to be replaced.
- Work has started on storm grate top installations.

APPROVAL TO TRANSFER FUNDS FOR FOUNTAIN REPAIRS:

The Council agreed to move forward with electrical repairs to the fountain.

- **Thomas Mize made motion to proceed with the transfer of \$30,000 from Fire Hydrant Account 56305 into Repairs and Maintenance Account 54600.**
- **Seconded by Louise Bono.**
- **Motion approved unanimously.**

Roadway Maintenance / Mowing:

- All contracts have been done for mowing throughout the year.

OLD BUSINESS:

- No discussion.

NEW BUSINESS:

- No discussion.

PUBLIC INPUT:

- No discussion.

VANDALISM REPORT

- The Civic Association has been notified about replacing the Citrus Springs golf course sign that was vandalized.

GENERAL DISCUSSION OF MEMBERS:

- Citizens must follow guidelines when placing signage in the right of ways.

PUBLIC INPUT:

- When contractors damage roads, right of ways or do not have a site dumpster, citizens can contact the County Building Division.
- DRAs are mowed by County employees, right of way mowing is done by contract, and the medians are finish mowing.
- Citizens can find the Citrus Springs MSBU program description on the Citrus County BOCC website under Advisory Boards.
- **The Next regular meeting will take place on July 6, 2022.**

ADJOURNMENT:

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

The meeting adjourned at 9:57 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 7-6-2022 Meeting				
AGENDA DATE:	July 06, 2022				
<u>BRIEF OVERVIEW:</u> Citrus Springs Advisory Council-Financial Reports for July 6, 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 July 6, 2022 Meeting.					

DATE: 06/27/2022
TIME: 14:57:53

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 9/22

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	10,465.28	.00	44,832.08	12,781.92	77.81
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	4,408.00	798.82	.00	3,440.93	967.07	78.06
52200	RETIREMENT CONTRIBUTIONS	6,196.00	952.29	.00	4,670.75	1,525.25	75.38
52300	LIFE & HEALTH INSURANCE	14,978.00	7.24	.00	11,223.29	3,754.71	74.93
52400	WORKERS' COMPENSATION	2,571.00	467.64	.00	2,010.64	560.36	78.20
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	16.14	58.86	21.52
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	85.00	.00	.00	.00	85.00	.00
54300	UTILITY SERVICES	8,000.00	336.08	.00	2,833.95	5,166.05	35.42
54306	STREET LIGHTS	50,000.00	8,038.77	.00	36,578.59	13,421.41	73.16
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	29,480.00	4,393.93	-23,873.93	338.74
54603	VEHICLE MAINTENANCE	4,000.00	235.18	.00	3,820.04	179.96	95.50
54625	LANDSCAPING	11,121.00	.00	1,387.15	3,644.37	6,089.48	45.24
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	40.34	.00	156.02	143.98	52.01
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	471.46	528.54	47.15
55205	UNIFORMS	1,000.00	.00	.00	100.00	900.00	10.00
55208	FUEL & LUBES	6,000.00	507.45	.00	2,493.56	3,506.44	41.56
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	933,018.40	495,947.31	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: 06/27/2022
TIME: 14:57:53

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 9/22

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT
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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	21,849.09	967,885.55	666,579.83	732,103.14	69.06

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: 06/27/2022
TIME: 14:57:53

CITRUS COUNTY BOARD
EXPENDITURE STATUS REPORT

PAGE NUMBER: 3
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 9/22

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	21,849.09	967,885.55	666,579.83	732,103.14	69.06
TOTAL REPORT		2,366,568.52	21,849.09	967,885.55	666,579.83	732,103.14	69.06

DATE: 06/27/2022
TIME: 14:59:32

CITRUS COUNTY BOARD
REVENUE STATUS REPORT

PAGE NUMBER: 1
REVSTA11

SELECTION CRITERIA: orgn.fund='730'
ACCOUNTING PERIOD: 9/22

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
DEPARTMENT- 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	884,731.22	87,268.78	91.02
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	1,228.15	.00	3,453.87	-1,453.87	172.69
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	1,228.15	.00	888,185.09	1,478,383.43	37.53
TOTAL CITRUS SPRINGS MSBU		2,366,568.52	1,228.15	.00	888,185.09	1,478,383.43	37.53
TOTAL REPORT		2,366,568.52	1,228.15	.00	888,185.09	1,478,383.43	37.53