



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

## AGENDA

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Chair Joan Dias  
1st Vice Chair Jane Mazzacua  
Member Glen Robertson

Member Thomas Mize  
Pamela Williamson

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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 December 2, 2020  
  
Citrus Springs Advisory Council "Draft" Minutes for December 2, 2020
4. **REVIEW OF FINANCIAL REPORTS**
  1. Citrus Springs Advisory Council Financials for 1-06-2021 Meeting  
  
Citrus Springs Advisory Council-Financial Reports for January 2021 Meeting
5. **REPORTS FROM POINT PERSONS**
  - a. *Streetlights/Fire Hydrants - Tom Mize*
  - b. *Road Resurfacing - Glen Robertson*
  - c. *Beautification of Boulevards/Medians/Flowers-Jane Mazzacua*
  - d. *Grate Installation/Fountain-Joan Dias*
  - e. *Roadway Maintenance/Mowing-Pam Williamson*
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

<b>FROM:</b>	Randall Olney, Public Works Director				
<b>SUBJECT:</b>	Citrus Springs Advisory Council "Draft" Minutes for December 2, 2020				
<b>AGENDA DATE:</b>	<b>January 06, 2021</b>				
<b>BRIEF OVERVIEW:</b>					
Citrus Springs Advisory Council "Draft" Minutes for December 2, 2020					
<b>BUDGET IMPACT/FUNDING SOURCE:</b>					
Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
N/A	N/A	N/A	N/A	N/A	N/A
<b>RECOMMENDED ACTION:</b>					
Citrus Springs Advisory Council "Draft" Minutes for December 2, 2020					

## CITRUS SPRINGS ADVISORY COUNCIL

**Chair:** Joan Dias  
**Vice-Chair:** Jane Mazzacua

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

**Glen Robertson**  
**Thomas Mize**  
**Pam Williamson**

### MINUTES **Regular Meeting** **December 2, 2020**

#### **CALL TO ORDER:**

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

#### **Present:**

- Joan Dias, Chair
- Glen Robertson
- Thomas Mize
- Jane Mazzacua

#### **Absent:**

- Pam Williamson (excused)

#### **Also present:**

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

#### **OPEN TO THE PUBLIC:**

- Citizen voiced concerns of shooting on DRA property near homes, causing noise and pollution. He has contacted Sheriff and stated no action was taken. He requested signs be put up and people ticketed.
- Mrs. Dias advised him to contact the Sheriff's office, because the County did not give permission for shooting within DRAs.
- Mr. Brock informed the citizen that the DRAs are public property and he should continue to contact the Sheriff's office.
- Jim Hughes, a citizen within Citrus Springs, questioned why streets are being paved that have no homes on them.
- Mr. Robertson explained how the roads are chosen for the MSBU based on the condition of the road, worst roads first. This is to not show any bias and avoid a lawsuit.
- A citizen brought up a question about potholes. Mr. Brock explained the process in which Road Maintenance repairs potholes and will look into the rating of the citizen's road.
- Mrs. Dias mentioned the MSBU budget for road resurfacing has been increased to \$800,000 for this year with the hope that more roads will be resurfaced.
- A citizen brought up a question about using emergency funds for road resurfacing. Mrs. Dias explained that emergency funds are not used in this circumstance.
- Janet Barek, a citizen within Citrus Springs, voiced concerns about off road vehicle traffic and shooting near Citrus Springs Elementary school. She has advised citizens to keep

contacting the Sheriff's office. She suggested pursuing a four- year one cent tax for road resurfacing.

- Mr. Brock responded that the four- year one cent tax would not satisfy the level of funding needed for a 20 year cycle.
- Mr. Mize received a call from a citizen who is asking for a street light on Fairway Loop for pedestrians.
- Mr. Brock stated that the MSBU funds are for the safety of motor vehicles in the area.
- Mrs. Mazzacua mentioned that a street light is not essential as there is not enough traffic in the area.

### **APPROVAL OF THE MINUTES:**

Minutes for the November 4, 2020 meeting were reviewed.

- **Glen Robertson made motion to accept the Minutes as written.**
- **Seconded by Jane Mazzacua.**
- **Motion approved unanimously.**

### **APPROVAL OF FINANCIAL REPORTS:**

Period Two 20/21 finance reports were reviewed.

- **Glen Robertson made motion to accept the Financials as distributed.**
- **Seconded by Jane Mazzacua.**
- **Motion approved unanimously.**

### **SPECIAL REPORTS:**

#### **Streetlights / Fire Protection:**

- Mr. Mize was contacted about a citizen request for a street light installment on Fairway Loop, golf course area.
- It was discussed that there is not enough motor vehicle traffic in the area for a streetlight.

#### **Road Resurfacing:**

- Mr. Robertson received two lists from Mr. Brock of the roads needing resurfacing. One list for \$300,000 and one for \$500,000, totaling \$800,000 of MSBU funding for fiscal year 2020-21.
- Mr. Brock is waiting to get bids back from contractors. The lists are preliminary, subject to what the bids come in at and the price of asphalt.

#### **Boulevard Beautification:**

- Mr. Brock received a recommendation from Anna about planting pink and white begonias in a checkerboard pattern in the spring.
- Jane Mazzacua made motion to accept the Easter flower planting
- Seconded by Glen Robertson
- Motion approved unanimously

#### **Grate Installation and Fountain:**

- Fountain running flawlessly, water clarity is good. Chemical cost has gone down, not using a contractor.
- Next round of grate installation will proceed as scheduled for fiscal year 2020-21.

**Roadway Maintenance / Mowing:**

- Mowing has slowed down. No extra mowing yet.

**OLD BUSINESS:**

- BOCC approved two budget transfers one for \$15,000 for additional moving. MSBU will issue the contractor the bill to proceed within 45 days. \$17,000 has been approved for column repair.
- Street light construction at the intersection of Deltona and Citrus Springs Blvd was held up because Duke didn't send the invoice to be paid. The invoice has been uploaded and paid. The construction will be starting soon.

**NEW BUSINESS:**

- No New Vandalism to report in the month of November.

**GENERAL DISCUSSION OF MEMBERS:**

- None.

**PUBLIC INPUT:**

- A citizen asked about the poles being installed in her neighborhood and what they are for.
- Mr. Brock added that the County is contracting pole installation to amplify the signal for meter reading locations.
- **The Next regular meeting will take place on January 6, 2021.**

**ADJOURNMENT:**

- **Joan Dias made motion to adjourn.**
- **Seconded by Jane Mazzacua**
- **Motion approved unanimously.**

The meeting adjourned at 10:04 am.

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



## AGENDA MEMORANDUM

<b>FROM:</b>	Randall Olney, Public Works Director				
<b>SUBJECT:</b>	Citrus Springs Advisory Council Financials for 1-06-2021 Meeting				
<b>AGENDA DATE:</b>	<b>January 06, 2021</b>				
<b>BRIEF OVERVIEW:</b>					
Citrus Springs Advisory Council-Financial Reports for January 2021 Meeting					
<b>BUDGET IMPACT/FUNDING SOURCE:</b>					
Account No.	Account Title	Current Budget	YTD Expenditures	Encumbrances	Available Balance
N/A	N/A	N/A	N/A	N/A	N/A
<b>RECOMMENDED ACTION:</b>					
Citrus Springs Advisory Council-Financial Reports for January 2021 Meeting					

CITRUS COUNTY BOARD  
EXPENDITURE STATUS REPORT

DATE: 12/29/2020  
TIME: 10:57:53  
SELECTION CRITERIA: orgn.fund='730'  
ACCOUNTING PERIOD: 3/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARTMENT,ACCOUNT  
TOTALLED ON: FUND,DEPARTMENT  
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	54,841.00	4,195.20	.00	10,907.52	43,933.48	19.89
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	4,195.00	322.98	.00	839.75	3,355.25	20.02
52200	RETIREMENT CONTRIBUTIONS	5,449.00	419.52	.00	1,090.75	4,358.25	20.02
52300	LIFE & HEALTH INSURANCE	14,305.00	14.68	.00	3,579.63	10,725.37	25.02
52400	WORKERS' COMPENSATION	2,676.00	205.55	.00	534.43	2,141.57	19.97
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	22,000.00	.00	.00	100.00
53409	CONTRACTUAL SERV MOWING	20,000.00	.00	15,000.00	.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	.00	50.00	.00
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	85.00	.00	.00	.00	.00	.00
54300	UTILITY SERVICES	8,000.00	431.71	.00	358.54	85.00	.00
54306	STREET LIGHTS	50,000.00	3,397.47	.00	7,602.10	7,641.46	4.48
54400	RENTALS & LEASES	.00	.00	.00	.00	42,397.90	15.20
54500	INSURANCE	.00	.00	.00	.00	.00	.00
54520	INSURANCE CLAIMS	.00	.00	.00	.00	.00	.00
54550	GENERAL LIABILITY CLAIMS	.00	.00	.00	.00	.00	.00
54600	REPAIR & MAINTENANCE	675.00	.00	.00	.00	675.00	.00
54603	VEHICLE MAINTENANCE	10,000.00	.00	.00	.00	10,000.00	.00
54625	LANDSCAPING	4,584.00	1,333.40	.00	2,407.58	2,176.42	52.52
54626	FACILITIES MAINTENANCE	10,000.00	370.70	1,857.50	1,390.20	6,752.30	32.48
54907	COMMISSIONS-PROPERTY APP	2,500.00	.00	.00	.00	2,500.00	.00
54908	COMMISSIONS - TAX COLL	19,500.00	.00	.00	.00	19,500.00	.00
54921	ADVERTISING	300.00	17.50	.00	35.00	19,500.00	.00
55100	OFFICE SUPPLIES	.00	.00	.00	.00	265.00	11.67
55120	OFFICE/NON-CAP EQUIPMENT	.00	.00	.00	.00	.00	.00
55201	TOOLS IMP. & SPEC. CLOT	3,000.00	.00	.00	.00	.00	.00
55203	SUPPLIES	1,000.00	135.98	.00	135.98	3,000.00	.00
55205	UNIFORMS	1,000.00	.00	.00	.00	864.02	13.60
55208	FUEL & LUBES	7,000.00	225.28	.00	447.00	915.00	8.50
55216	SAFETY & ROAD SIGN	.00	.00	.00	.00	6,553.00	6.39
56200	BUILDINGS	.00	.00	.00	.00	.00	.00
56300	IMPROVE OTHER THAN BLDG	20,000.00	.00	.00	.00	.00	.00
56305	IMPROVE - FIRE HYDRANTS	35,000.00	.00	.00	.00	20,000.00	.00
56332	WESLEY JONES PARK	.00	.00	.00	.00	35,000.00	.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	14,058.77	19,091.81	14,058.77	5,000.00	.00
57100	PRINCIPAL INTEREST	.00	.00	.00	.00	800,090.00	3.98
57200	TRANSFERS	623.00	.00	.00	623.00	.00	.00
59100	TRANSFER - INDIRECT COST	15,111.00	.00	.00	15,111.00	.00	100.00
59123							100.00

CITRUS COUNTY BOARD  
 EXPENDITURE STATUS REPORT

SELECTION CRITERIA: orgn.fund='730'  
 ACCOUNTING PERIOD: 3/21

SORTED BY: FUND, FUNCTION, ACTIVITY, DEPARTMENT, ACCOUNT  
 TOTALED ON: FUND, DEPARTMENT  
 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	RESERVE CASH FORWARD	517,322.00	.00	.00	.00	517,322.00	.00
	TOTAL CITRUS SPRINGS MSBU	1,700,956.58	25,128.74	57,949.31	73,206.25	1,569,801.02	7.71
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: 12/29/2020  
 TIME: 10:57:53

CITRUS COUNTY BOARD  
 EXPENDITURE STATUS REPORT

PAGE NUMBER: 3  
 EXPSTAIL

SELECTION CRITERIA: orgn.fund='730'  
 ACCOUNTING PERIOD: 3/21

SORTED BY: FUND, FUNCTION, ACTIVITY, DEPARTMENT, ACCOUNT  
 TOTALED ON: FUND, DEPARTMENT  
 PAGE BREAKS ON: FUND

FUND-730 CITRUS SPRINGS MSBU  
 FUNCTION-570 CULTURE/RECREATION  
 ACTIVITY-572 PARKS AND RECREATION  
 DEPARTMENT-8225 CITRUS SPGS COMM CENTER

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
TOTAL CITRUS SPRINGS MSBU		1,700,956.58	25,128.74	57,949.31	73,206.25	1,569,801.02	7.71
TOTAL REPORT		1,700,956.58	25,128.74	57,949.31	73,206.25	1,569,801.02	7.71

DATE: 12/29/2020  
 TIME: 11:04:48

CITRUS COUNTY BOARD  
 REVENUE STATUS REPORT

PAGE NUMBER: 1  
 REVSTAIL

SELECTION CRITERIA: orgn.fund='730'  
 ACCOUNTING PERIOD: 3/21

SORTED BY: FUND, FUNCTION, ACTIVITY, DEPARTMENT, ACCOUNT  
 TOTALED ON: FUND, DEPARTMENT  
 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	974,100.00	286,843.31	.00	416,398.66	557,701.34	42.75
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 & LGTP INTERES	10,000.00	130.04	.00	324.55	9,675.45	3.25
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	766,061.58	.00	.00	.00	766,061.58	.00
	TOTAL TITLE NOT FOUND	1,700,956.58	286,973.35	.00	416,723.21	1,284,233.37	24.50
	TOTAL CITRUS SPRINGS MSBU	1,700,956.58	286,973.35	.00	416,723.21	1,284,233.37	24.50
	TOTAL REPORT	1,700,956.58	286,973.35	.00	416,723.21	1,284,233.37	24.50