



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  
Member Thomas Mize  
Member Pamela Williamson

Member Louise Bono  
Edwin Roberts

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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 March 3, 2021  
Citrus Springs Advisory Council "Draft" Minutes for March 3, 2021
4. **REVIEW OF FINANCIAL REPORTS**
  1. Citrus Springs Advisory Council Financials for 4-7-2021 Meeting  
Citrus Springs Advisory Council-Financial Reports for April 7, 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**
  - a. *Appointment of member to update announcements on the marquee sign*
7. **NEW BUSINESS**
  - a. *FY 2021-2022 Budget discussion and approval*
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 3/3/2021 Meeting				
<b>AGENDA DATE:</b>	<b>April 07, 2021</b>				
<b>BRIEF OVERVIEW:</b>					
Citrus Springs Advisory Council "Draft" Minutes for March 3, 2021					
<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 March 3, 2021					

## 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** **March 3, 2021**

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

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

#### **Present:**

- Joan Dias, Chair
- Thomas Mize
- Pam Williamson
- Edwin Roberts
- Louise Bono

#### **Also present:**

- Randall Olney Public Works Director
- 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

**Absent:** none

#### **SWEARING IN OF NEW MEMBER:**

- Lisa Townsend swore in Louise Bono for her new two-year term.

#### **ELECTION OF VICE-CHAIR:**

Advisory Council members discussed Vice-Chair position.

- **Edwin Roberts made motion to appoint Thomas Mize as Vice-Chair member.**
- **Seconded by Pam Williamson.**
- **Motion approved unanimously.**

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

- No discussion.

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

Minutes for the February 3, 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 Five 5/21 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:**

- Five streetlights on Citrus Springs Blvd. are not working.
- Streetlight outages can be reported to Duke or Withlacoochee River Electric online.
- No new updates on fire hydrants.

**Road Resurfacing:**

- Road Maintenance Division responded to a citizen report by cleaning up dirt piles in the road at N. Circular Way and Cortlandt Drive.
- Road Resurfacing Contract was awarded at the BOCC meeting. Once a start date has been scheduled, Mr. Brock will provide additional information.
- Potholes that were reported on E. Citrus Springs Blvd. have been repaired by Road Maintenance.

**Boulevard Beautification:**

- Council members reviewed the 2013 Landscape Architect Report, provided by Mr. Brock.
- Discussion ensued about plant types, colors, and patterns for summer planting.
- Variegated red-green, variegated green-red, and solid red coleus plants in a cottage mix.
  - **Pam Williamson made motion to proceed with the summer planting.**
  - **Seconded by Louise Bono.**
  - **Motion approved unanimously.**
- A suggestion was made about planting verbenas and pentas in the monument flower boxes.
- Anna Miele suggested planting dwarf magnolias on the East side of the fountain.
- The grass area in front of the fountain is full of weeds and requires new sod.
  - **Pam Williamson made motion to proceed with planting Bahia sod.**
  - **Seconded by Thomas Mize.**
  - **Motion approved unanimously.**

**Grate Installation and Fountain:**

- Grate installations start this month.

**Roadway Maintenance / Mowing:**

- Bill Gilmer, contractor for mowing in Citrus Springs, commented that mowing has been slow and steady since February 5<sup>th</sup>.
- Mr. Gilmer cuts 423 miles of roadsides in Citrus Springs. The County provides for six roadside cuts per year and 12 median cuts per year. Mr. Gilmer is currently working on a winter cutting, an additional cut authorized by the MSBU.

- Mr. Brock will e-mail Mrs. Bono with Matt Brower's contact information. Mr. Brower is the county's contract manager to contact if there's any issues or about the performance of the mowing contractor.
- Mrs. Bono inquired about her duties with roadway maintenance and mowing reporting. Observations of trees down in right of way, litter and illegal dumping can be reported to Road Maintenance at 352-527-7610.

### **OLD BUSINESS:**

- A match was found for the black slate tiles for monument repairs. Mr. Brock has contacted the contractor to schedule the repair work.

### **NEW BUSINESS:**

- No discussion.

### **GENERAL DISCUSSION OF MEMBERS:**

- Road Maintenance has responded to citizen reports of signs being knocked down on N. Travis Dr. and N. Inca Way.
- Council members discussed community project ideas, such as a garden or dog park for public use. Mr. Brock advised to contact the Director of Parks & Recreation Francine Nobles.
- At the next meeting, Mrs. Dias asked council members to bring in their ideas of tree types for planting.

### **PUBLIC INPUT:**

- No discussion.
- **The Next regular meeting will take place on April 7, 2021.**

### **ADJOURNMENT:**

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

The meeting adjourned at 10:08 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 4-7-2021 Meeting
<b>AGENDA DATE:</b>	<b>April 07, 2021</b>

**BRIEF OVERVIEW:**

Citrus Springs Advisory Council-Financial Reports for April 7, 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 April 7, 2021 Meeting.

DATE: 03/22/2021  
TIME: 14:37:01

CITRUS COUNTY BOARD  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'  
ACCOUNTING PERIOD: 6/21

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	23,493.12	31,347.88	42.84
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	4,195.00	161.49	.00	1,808.69	2,386.31	43.12
52200	RETIREMENT CONTRIBUTIONS	5,449.00	209.76	.00	2,349.31	3,099.69	43.11
52300	LIFE & HEALTH INSURANCE	14,305.00	7.34	.00	7,152.27	7,152.73	50.00
52400	WORKERS' COMPENSATION	2,676.00	102.77	.00	1,151.09	1,524.91	43.02
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	21,351.00	649.00	.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	28.54	21.46	57.08
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	85.00	.00	.00	.00	85.00	.00
54300	UTILITY SERVICES	8,000.00	.00	.00	2,123.69	5,876.31	26.55
54306	STREET LIGHTS	50,000.00	.00	.00	17,713.23	32,286.77	35.43
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	150.33	9,849.67	1.50
54603	VEHICLE MAINTENANCE	4,584.00	.00	.00	2,509.01	2,074.99	54.73
54625	LANDSCAPING	10,000.00	.00	1,857.50	1,414.64	6,727.86	32.72
54626	FACILITIES MAINTENANCE	2,500.00	.00	.00	.00	2,500.00	.00
54907	COMMISSIONS-PROPERTY APP	19,500.00	.00	.00	.00	19,500.00	.00
54908	COMMISSIONS - TAX COLL	19,500.00	.00	.00	.00	19,500.00	.00
54921	ADVERTISING	300.00	17.50	.00	87.50	212.50	29.17
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	426.16	573.84	42.62
55205	UNIFORMS	1,000.00	.00	.00	85.00	915.00	8.50
55208	FUEL & LUBES	7,000.00	207.88	.00	994.33	6,005.67	14.20
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	833,240.58	.00	819,091.81	14,058.77	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

Attachment: Period 6 - cs exp rpt (12685 : Citrus Springs Advisory Council Financials for 4-7-2021



DATE: 03/22/2021  
TIME: 14:37:01

CITRUS COUNTY BOARD  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2  
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'  
ACCOUNTING PERIOD: 6/21

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	517,322.00	.00	.00	.00	517,322.00	.00
TOTAL CITRUS SPRINGS MSBU		1,700,956.58	2,804.34	857,300.31	105,928.68	737,727.59	56.63

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

Attachment: Period 6 - cs exp rpt (12685 : Citrus Springs Advisory Council Financials for 4-7-2021

DATE: 03/22/2021  
TIME: 14:37:01

CITRUS COUNTY BOARD  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 3  
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'  
ACCOUNTING PERIOD: 6/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT  
TOTALED 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		1,700,956.58	2,804.34	857,300.31	105,928.68	737,727.59	56.63
TOTAL REPORT		1,700,956.58	2,804.34	857,300.31	105,928.68	737,727.59	56.63

DATE: 03/22/2021  
 TIME: 14:43:40

CITRUS COUNTY BOARD  
 REVENUE STATUS REPORT

PAGE NUMBER: 1  
 REVSTA11

SELECTION CRITERIA: orgn.fund='730'  
 ACCOUNTING PERIOD: 6/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT  
 TOTALED 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	974,100.00	.00	.00	750,492.37	223,607.63	77.04
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	210.52	.00	867.03	9,132.97	8.67
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	210.52	.00	751,359.40	949,597.18	44.17
TOTAL CITRUS SPRINGS MSBU		1,700,956.58	210.52	.00	751,359.40	949,597.18	44.17
TOTAL REPORT		1,700,956.58	210.52	.00	751,359.40	949,597.18	44.17

Attachment: Period 6 - cs rev rpt (12685 : Citrus Springs Advisory Council Financials for 4-7-2021