



**CITRUS COUNTY BEVERLY HILLS ADVISORY COUNCIL**  
Community Building  
One Civic Circle  
Beverly Hills, FL 34465

**AGENDA**

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Chair Donald Osterhoudt                      Member Ronald Linton  
Vice-Chair Constance Martin-              Richard Fontaine  
Carter  
Member Jim Barrows

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- 1. CALL TO ORDER**
  - a. Invocation
  - b. Pledge of Allegiance
  - c. Roll Call
- 2. OPEN TO THE PUBLIC**
- 3. APPROVAL OF MINUTES**
  1. Beverly Hills Advisory Council "Draft" Minutes from 4/12/2021 Meeting  
Beverly Hills Advisory Council "Draft" Minutes for 4/12/2021 Meeting
- 4. APPROVAL OF FINANCIAL REPORTS**
  1. Beverly Hills Advisory Council Financials for 5-10-2021 Meeting  
Beverly Hills Advisory Council-Financial Reports for May 10, 2021 Meeting.
- 5. CORRESPONDENCE**
- 6. SPECIAL REPORTS**
  - a. Trees and Mowing - Ronald Linton*
  - b. Medians - Richard G. Fontaine*
  - c. Public Works-Jim Barrows*
  - d. Parks/Community Building- Constance Martin-Carter*
  - e. Overall Maintenance-Donald Osterhoudt*
- 7. OLD BUSINESS**
- 8. NEW BUSINESS**
- 9. GENERAL DISCUSSION**
- 10. UPCOMING MEETINGS**
- 11. ADJOURNMENT**

**Community Building  
One Civic Circle  
Beverly Hills, FL 34465**

NOTE: If any person decides to appeal any decision made by the Beverly Hills 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>	Beverly Hills Advisory Council "Draft" Minutes from 4/12/2021 Meeting				
<b>AGENDA DATE:</b>	<b>May 10, 2021</b>				
<b>BRIEF OVERVIEW:</b>					
Beverly Hills Advisory Council "Draft" Minutes for 4/12/2021 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>					
Beverly Hills Advisory Council "Draft" Minutes for 4/12/2021 Meeting					

**BEVERLY HILLS ADVISORY COUNCIL**  
Municipal Services Benefit Unit

**CHAIR:** Ronald Linton  
**VICE-CHAIR:** Constance Martin-Carter

Community Building  
One Civic Circle  
Beverly Hills, FL 34465

**Jim Barrows**  
**Donald Osterhoudt**  
**Richard G. Fontaine**

**MINUTES**

**Regular Meeting**  
**April 12, 2021 at 10:00 a.m.**

**CALL TO ORDER:** Vice-Chair Constance Martin-Carter called the meeting to order at 10:00 AM. Invocation by Vice-Chair Constance Martin-Carter, followed by the Pledge of Allegiance.

**ROLL CALL:**

**Present:**

- Vice-Chair Constance Martin-Carter
- Member James Barrows
- Member Donald Osterhoudt
- Member Richard Fontaine

**Absent:** Chairman Ronald Linton (excused)

**Also present:**

- Larry Brock, Assistant Public Works Director/County Liaison to the Advisory Board
- Kristine Sumner, Department of Public Works Administration, Senior Secretary

**OPEN TO THE PUBLIC:**

- A citizen asked about installing more security lighting in the parks, as there has been vandalism in the area.
- Mr. Brock recommended contacting Francine Nobles, Director of Parks and Recreation.

**APPROVAL OF THE MINUTES:**

- Meeting Minutes for March 8, 2021 were reviewed.
  - **Jim Barrows made motion to approve the Minutes.**
  - **Seconded by Donald Osterhoudt.**
  - **Motion approved unanimously.**

### APPROVAL OF FINANCIAL REPORTS:

- The proposed FY 2021-2022 Budget was discussed. Expenses remained the same.
- There is currently \$133,868 in reserves. Funds from reserves have been used to cover enhanced services for street lighting, landscaping, and additional mowing. Enhanced services are in addition to the core services provided by the County. The current expenses are higher than the revenues. Mr. Brock advised that in the near future, the Council would need to consider raising assessments to increase revenue or making changes to expenditures.
  - **Constance Martin-Carter made motion for Council discussion on next agenda regarding a fee increase in the yearly \$9.00 assessment.**
  - **Seconded by Mr. Barrows.**
  - **Motion approved to reopen fees discussion at the next meeting.**
- The proposed budget for FY 2021-2022 was reviewed.
  - **Constance Martin-Carter made motion to finalize the proposed budget.**
  - **Seconded by Jim Barrows.**
  - **Motion approved unanimously.**
- Period 6 Financial reports were reviewed.
  - **Constance Martin-Carter made motion to accept Financials as distributed.**
  - **Seconded by Jim Barrows.**
  - **Motion approved unanimously.**

### CORRESPONDENCE:

- No discussion.

### SPECIAL REPORTS:

1. Trees and Mowing –
  - No discussion.
2. Medians -
  - Mr. Fontaine commented that the medians look good.
3. Public Works -
  - Mr. Barrows read the Public Works Maintenance report.
  - It was brought to Mr. Brock's attention that the light by the fountain is not working.
  - Mr. Brock is obtaining prices from contractors for the continuation of beautification along Forest Ridge Blvd. planting Crepe Myrtles.
4. Parks/Community Building -
  - Mrs. Martin-Carter reported that the parks are looking good.

5. Overall Maintenance –

- No issues reported.
- Bushes need maintenance on DRA's. At this time, the County does not have an inmate crew to assist with trimming bushes.
- Workers have begun to resod grass along the roadsides and medians on Forest Ridge Blvd.

**OLD BUSINESS:**

- Three addresses of abandoned homes in the area have been reported.

**NEW BUSINESS:**

- Mr. Barrows suggested it is time to mulch the median areas of Beverly Hills Blvd. and 491 and Forest Ridge Blvd. and 491.
  - **Mr. Barrows made motion to proceed with mulching medians.**
  - **Seconded by Constance Martin-Carter.**
  - **Motion approved unanimously.**

**GENERAL DISCUSSION**

- No discussion.

The next regular meeting is scheduled for May 10, 2021 at 10:00 a.m.

**ADJOURNMENT:**

- **Motion to adjourn made by Donald Osterhoudt.**
- **Seconded by Richard Fontaine.**
- **Motion approved unanimously.**

Meeting adjourned at 10:20 a.m.

Kristine Sumner  
Senior Secretary, Department of Public Works Admin.  
Beverly Hills Advisory Council Recording Secretary



## AGENDA MEMORANDUM

<b>FROM:</b>	Randall Olney, Public Works Director				
<b>SUBJECT:</b>	Beverly Hills Advisory Council Financials for 5-10-2021 Meeting				
<b>AGENDA DATE:</b>	<b>May 10, 2021</b>				
<b><u>BRIEF OVERVIEW:</u></b>					
Beverly Hills Advisory Council-Financial Reports for May 10, 2021 Meeting.					
<b><u>BUDGET IMPACT/FUNDING SOURCE:</u></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><u>RECOMMENDED ACTION:</u></b>					
Beverly Hills Advisory Council-Financial Reports for May 10, 2021 Meeting.					

DATE: 04/22/2021  
TIME: 16:29:50

CITRUS COUNTY BOARD  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTA11

SELECTION CRITERIA: orgn.fund='770'  
ACCOUNTING PERIOD: 7/21

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

FUND-770 BEVERLY HILLS MSBU  
FUNCTION-540 TRANSPORTATION  
ACTIVITY-541 ROAD & STREET FACILITIES  
DEPARMTENT-8300 BEVERLY HILLS MSBU

ACCOUNT	TITLE	BUDGET	PERIOD EXPENDITURES	ENCUMBRANCES OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	YTD/ BUD
53400	OTHER CONTRACTUAL SERV	30,000.00	2,470.60	11,891.90	8,108.10	10,000.00	66.67
53409	CONTRACTUAL SERV MOWING	.00	.00	.00	.00	.00	.00
53442	CONTRACT SERVICES	.00	.00	.00	.00	.00	.00
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	25.00	.00	.00	.00	.00	.00
54300	UTILITY SERVICES	4,000.00	199.34	.00	1,353.26	2,646.74	33.83
54306	STREET LIGHTS	25,000.00	1,841.43	.00	11,184.19	13,815.81	44.74
54600	REPAIR & MAINTENANCE	.00	.00	.00	.00	.00	.00
54907	COMMISSIONS-PROPERTY APP	1,250.00	1,204.22	.00	1,204.22	45.78	96.34
54908	COMMISSIONS - TAX COLL	1,250.00	.00	.00	.00	1,250.00	.00
54921	ADVERTISING	250.00	17.50	.00	105.00	145.00	42.00
55100	OFFICE SUPPLIES	50.00	.00	.00	.00	50.00	.00
56300	IMPROVE OTHER THAN BLDG	.00	.00	.00	.00	.00	.00
59123	TRANSFER - INDIRECT COST	10,400.00	.00	.00	10,400.00	.00	100.00
59162	TRANS-ADMIN SERVICES	3,200.00	.00	.00	3,200.00	.00	100.00
60050	RESERVE FOR CONTINGENCIE	.00	.00	.00	.00	.00	.00
61000	RESERVE CASH FORWARD	144,419.00	.00	.00	.00	144,419.00	.00
	TOTAL BEVERLY HILLS MSBU	219,844.00	5,733.09	11,891.90	35,554.77	172,397.33	21.58
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	TOTAL REPORT	219,844.00	5,733.09	11,891.90	35,554.77	172,397.33	21.58

Attachment: Period 7 - bh exp rpt (12816 : Beverly Hills Advisory Council Financials for 5-10-2021

DATE: 04/22/2021  
 TIME: 16:31:21

CITRUS COUNTY BOARD  
 REVENUE STATUS REPORT

PAGE NUMBER: 1  
 REVSTALL

SELECTION CRITERIA: orgn.fund='770'  
 ACCOUNTING PERIOD: 7/21

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

FUND-770 BEVERLY HILLS 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	59,000.00	.00	.00	51,579.47	7,420.53	87.42
361100	INTEREST	.00	.00	.00	.00	.00	.00
361200	MONEY MKT & LGIP INTERES	1,750.00	26.13	.00	165.53	1,584.47	9.46
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
400100	5% RESERVE	-3,038.00	.00	.00	.00	-3,038.00	.00
400200	CASH CARRY FORWARD	162,132.00	.00	.00	.00	162,132.00	.00
TOTAL TITLE NOT FOUND		219,844.00	26.13	.00	51,745.00	168,099.00	23.54
TOTAL BEVERLY HILLS MSBU		219,844.00	26.13	.00	51,745.00	168,099.00	23.54
TOTAL REPORT		219,844.00	26.13	.00	51,745.00	168,099.00	23.54

Attachment: Period 7 - bh rev rpt (12816 : Beverly Hills Advisory Council Financials for 5-10-2021