



**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 from 5/5/2021 Meeting  
Citrus Springs Advisory Council "Draft" Minutes for 5/5/2021 Meeting
- 4. REVIEW OF FINANCIAL REPORTS**
  1. Citrus Springs Advisory Council Financials for 6-2-2021 Meeting  
Citrus Springs Advisory Council-Financial Reports for June 2, 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**
- 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 5/5/2021 Meeting				
<b>AGENDA DATE:</b>	<b>June 02, 2021</b>				
<b>BRIEF OVERVIEW:</b>					
Citrus Springs Advisory Council "Draft" Minutes for 5/5/2021 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 "Draft" Minutes for 5/5/2021 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

**Edwin Roberts**  
**Louise Bono**  
**Pam Williamson**

### MINUTES **Regular Meeting** May 5, 2021

#### CALL TO ORDER:

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

#### **Present:**

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

#### **Also present:**

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

**Absent:** none

#### OPEN TO THE PUBLIC:

- No discussion.

#### APPROVAL OF THE MINUTES:

Minutes for the April 7, 2021 meeting were reviewed.

- **Louise Bono made motion to accept the Minutes as written.**
- **Seconded by Edwin Roberts.**
- **Motion approved unanimously.**

#### APPROVAL OF FINANCIAL REPORTS:

Period Seven 7/21 finance reports were reviewed.

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

## **SPECIAL REPORTS:**

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

- The streetlights on Anson, Deltona Blvd. and W. Citrus Springs Blvd are out.
- In habitat area, water and sewer lines will go in with new housing development.

### **Road Resurfacing:**

- Mr. Brock provided Mr. Roberts with a Resurfacing Progress Report.
- Roads between C39 and 41 listed on the Resurfacing Report will receive 1½ inch of open grade mixture and undergo a cure process. The open graded process prevents cracks on the road surface. Cure process entails an open graded mixture 2 ¾ inches of large aggregate and topped with a finer aggregate surface mixture.
- Three Citrus Springs roads in the Pilot Program will show the distinguishable difference between open graded and the finished product used on the other roads. This method stretches County funds and MSBU funds.
- Pothole maintenance has been captured on Citrus County's Infor Database. Road Maintenance is working on using this information to help evaluate the most costly and worst roads rated 9.9 that need resurfacing.
- Mr. Brock will check the date of when the condition of W. Commodore Street was last rated.

### **Boulevard Beautification:**

- Currently waiting on contractor estimates for Crepe Myrtle planting on Citrus Springs Blvd.
- Discussion of Adopt a Highway Program. Mr. Brock advised to inquire through the Solid Waste Division at 352-527-7670.
- Thomas DeGraff, Grounds Maintenance Technician I, will start work with Anna Miele this month.
- Currently waiting on price estimate for 60 gallon potted Red Flowering Dogwood Trees for planters, rather than the Japanese Plum Trees.
- Due to contractor delay, Bahia sod will be planted by the fountain area soon.
- Planting will continue in the irrigated areas as well as a portable water system used.
- A mattress and trash were dumped on highway 41, South of Citrus Springs Blvd. Mr. Brock will contact the state contractor Ferrovia for cleanup.
- The monument repairs by the fountain are completed. The contractor is continuing monument repairs on Deltona Blvd. and C39.

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

- The fountain repairs have been completed.
- Mr. Brock provided Mrs. Dias with the Grate Installation Status Report. The custom lids have been installed and completed. 30 standard lids will be installed shortly.

### **Roadway Maintenance / Mowing:**

- Discussion ensued about litter on roadways. Contractors and County employees have made clean up efforts to keep litter under control.

**OLD BUSINESS:**

- Mrs. Williamson has reached out to the Civic Association, Citrus County employees and citizens for feedback on property location ideas to establish a community dog park using grant funds.
- It was recommended that Mrs. Williamson contact Commissioner Schlabach about the community dog park to get on the agenda for BOCC meeting discussion.

**NEW BUSINESS:**

- There were electrical repairs at the fountain due to vandalism.
- A vehicle ran over the curb near the fountain and damaged sprinkler heads that had to be repaired.

**GENERAL DISCUSSION OF MEMBERS:**

- No discussion.

**PUBLIC INPUT:**

- Citizen Janet Barek commented on various topics about roadways, impact fees for parks, community dog park, monument plantings, and community events. Discussion ensued.
- Citizen Glen Robertson inquired about having enough irrigation near the fountain area where new sod will be planted. Mr. Brock responded that the irrigation is sufficient for Bahia sod.
- **The Next regular meeting will take place on June 2, 2021.**

**ADJOURNMENT:**

- **Louise Bono made motion to adjourn.**
- **Seconded by Pam Williamson.**
- **Motion approved unanimously.**

The meeting adjourned at 10:05 am.

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 6-2-2021 Meeting
<b>AGENDA DATE:</b>	<b>June 02, 2021</b>

**BRIEF OVERVIEW:**

Citrus Springs Advisory Council-Financial Reports for June 2, 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 June 2, 2021 Meeting.

DATE: 05/21/2021  
TIME: 09:40:27

CITRUS COUNTY BOARD  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 1  
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'  
ACCOUNTING PERIOD: 8/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT  
TOTALED 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	54,841.00	2,291.20	.00	32,083.07	22,757.93	58.50
51306	CASUAL LABOR	.00	.00	.00	.00	.00	.00
52100	FICA TAXES	4,195.00	176.30	.00	2,468.89	1,726.11	58.85
52200	RETIREMENT CONTRIBUTIONS	5,449.00	229.12	.00	3,177.37	2,271.63	58.31
52300	LIFE & HEALTH INSURANCE	14,305.00	596.12	.00	9,528.05	4,776.95	66.61
52400	WORKERS' COMPENSATION	2,676.00	112.27	.00	1,571.97	1,104.03	58.74
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	21,188.75	811.25	.00	100.00
53409	CONTRACTUAL SERV MOWING	20,000.00	.00	.00	15,000.00	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	33.84	16.16	67.68
54160	POSTAGE	.00	.00	.00	.00	.00	.00
54201	POSTAGE	85.00	.00	.00	.00	85.00	.00
54300	UTILITY SERVICES	8,000.00	228.25	.00	3,414.77	4,585.23	42.68
54306	STREET LIGHTS	50,000.00	3,370.64	.00	24,449.45	25,550.55	48.90
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	222.25	9,777.75	2.22
54603	VEHICLE MAINTENANCE	4,584.00	.00	.00	3,206.63	1,377.37	69.95
54625	LANDSCAPING	10,000.00	.00	1,942.50	3,212.99	4,844.51	51.55
54626	FACILITIES MAINTENANCE	2,500.00	629.22	.00	629.22	1,870.78	25.17
54907	COMMISSIONS-PROPERTY APP	19,500.00	.00	.00	19,470.60	29.40	99.85
54908	COMMISSIONS - TAX COLL	19,500.00	.00	.00	.00	19,500.00	.00
54921	ADVERTISING	300.00	17.50	.00	122.50	177.50	40.83
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	641.49	358.51	64.15
55205	UNIFORMS	1,000.00	.00	.00	185.00	815.00	18.50
55208	FUEL & LUBES	7,000.00	115.24	.00	1,374.78	5,625.22	19.64
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 8 - cs exp rpt (12926 : Citrus Springs Advisory Council Financials for 6-2-2021

DATE: 05/21/2021  
TIME: 09:40:27

CITRUS COUNTY BOARD  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 2  
EXPSTALL

SELECTION CRITERIA: orgn.fund='730'  
ACCOUNTING PERIOD: 8/21

SORTED BY: FUND,FUNCTION,ACTIVITY,DEPARMTENT,ACCOUNT  
TOTALED 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
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	571,961.00	.00	.00	.00	571,961.00	.00
TOTAL CITRUS SPRINGS MSBU		1,755,595.58	7,765.86	842,223.06	165,396.89	747,975.63	57.39

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

Attachment: Period 8 - cs exp rpt (12926 : Citrus Springs Advisory Council Financials for 6-2-2021



DATE: 05/21/2021  
TIME: 09:40:27

CITRUS COUNTY BOARD  
EXPENDITURE STATUS REPORT

PAGE NUMBER: 3  
EXPSTA11

SELECTION CRITERIA: orgn.fund='730'  
ACCOUNTING PERIOD: 8/21

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	1,755,595.58	7,765.86	842,223.06	165,396.89	747,975.63	57.39
TOTAL REPORT		1,755,595.58	7,765.86	842,223.06	165,396.89	747,975.63	57.39

DATE: 05/21/2021  
 TIME: 09:41:47

CITRUS COUNTY BOARD  
 REVENUE STATUS REPORT

PAGE NUMBER: 1  
 REVSTA11

SELECTION CRITERIA: orgn.fund='730'  
 ACCOUNTING PERIOD: 8/21

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  
 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	.00	.00	859,790.73	114,309.27	88.27
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	169.67	.00	1,245.60	8,754.40	12.46
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
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	820,700.58	.00	.00	.00	820,700.58	.00
TOTAL TITLE NOT FOUND		1,755,595.58	169.67	.00	861,036.33	894,559.25	49.05
TOTAL CITRUS SPRINGS MSBU		1,755,595.58	169.67	.00	861,036.33	894,559.25	49.05
TOTAL REPORT		1,755,595.58	169.67	.00	861,036.33	894,559.25	49.05

Attachment: Period 8 - cs rev rpt (12926 : Citrus Springs Advisory Council Financials for 6-2-2021