



# Budget Workshop Agenda

Tuesday, August 12, 2025 at 6:00 PM

706 NE Chokolka BLVD

---

## CALL TO ORDER

## ROLL CALL

## NEW BUSINESS

1. Proposed FY2025-2026 Enterprise Fund Budget

## ADJOURN

PLEASE NOTE: PURSUANT TO SECTION 286.015, FLORIDA STATUTES, IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED DURING THIS MEETING, HE OR SHE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. IN ACCORDANCE WITH THE AMERICAN WITH DISABILITIES ACT, A PERSON WITH DISABILITIES NEEDING ANY SPECIAL ACCOMODATIONS TO PARTICIPATE IN TOWN MEETINGS SHOULD CONTACT THE TOWN ADMINISTRATOR, 706 NE CHOLOKKA BLVD., MICANOPY, FLORIDA 32667-0137, TELEPHONE (352) 466-3121.



**Solid Waste Fund**

	Audited		Projected		Budget	
	2022	2023	2024	2025	2025	2026
<b>Revenues</b>						
Charges						
Solid Waste Charges	\$113,226	\$114,780	\$114,868	\$114,166	\$121,303	\$121,303
Total Charges	\$113,226	\$114,780	\$114,868	\$114,166	\$121,303	\$121,303
<b>Total Revenues</b>	<b>\$113,226</b>	<b>\$114,780</b>	<b>\$114,868</b>	<b>\$114,166</b>	<b>\$121,303</b>	<b>\$121,303</b>
<b>Expenditures</b>						
Contractual Services - Residential	\$98,193	\$61,837	\$63,333	\$67,344	\$66,900	\$66,900
Contractual Services - Commercial		\$46,094	\$45,919	\$47,500	\$48,253	\$48,253
Operating Supplies			\$496	\$0	\$150	\$150
Transfer to Enterprise Fund		\$0		\$0	\$6,000	\$6,000
<b>Total Expenditures</b>	<b>\$98,193</b>	<b>\$107,931</b>	<b>\$109,748</b>	<b>\$114,844</b>	<b>\$121,303</b>	<b>\$121,303</b>
<b>Net Income/(loss)</b>	<b>\$15,033</b>	<b>\$6,849</b>	<b>\$5,120</b>	<b>(\$678)</b>	<b>\$0</b>	<b>\$0</b>

**Solid Waste Services**

Since 2019, Waste Pro has served as the Town’s contracted solid waste hauler, providing weekly collection of household garbage, recycling, and yard waste. Given the narrow and historic character of many roads in Micanopy, Waste Pro also provides hand collection service in areas where larger trucks with tipper cans cannot operate.



**Town of Micanopy, Florida**

**2025-2026 Annual Budget**

**Water Fund**

	Audited*			Projected	Budget	Budget
	2022	2023	2024	2025	2025	2026
<b>Revenues</b>						25%
Operating Income	\$162,583					\$209,500
<b>Charges</b>						15%
Water Use	\$140,424	\$139,501	\$137,027	\$167,135	\$167,600	\$192,740
Service Charge	\$0	\$852	\$13,163	\$9,119	\$5,000	\$8,000
Connection Fees	\$0	\$0	\$0	\$4,500	\$0	\$0
Interest	\$0	\$0	\$13,306	\$10,419	\$8,000	\$8,000
Utility Tax	\$12,844	\$13,032	\$13,589	\$0	\$0	\$0
Total Charges for Services	\$315,851	\$153,385	\$177,085	\$191,173	\$180,600	\$208,740
<b>Other</b>						
Transfer from Solid Waste	\$0	\$0	\$0	\$0	\$6,000	\$6,000
Backflow Reimbursement				\$4,500	\$0	\$4,500
SRF Grant / Loan - Planning & Design	\$0	\$0	\$0	\$75,000	\$252,500	\$177,500
Prior Year ARPA	\$0	\$0	\$0	\$0	\$301,542	\$301,542
SRF Grant / Loan - Construction	\$0	\$0	\$0	\$0	\$1,550,000	\$1,550,000
CDBG Grant	\$247,605	\$268,312	\$0	\$0	\$0	\$650,000
Total Other	\$247,605	\$268,312	\$0	\$79,500	\$2,104,042	\$2,689,542
<b>Total Revenues</b>	<b>\$563,456</b>	<b>\$421,697</b>	<b>\$177,085</b>	<b>\$270,673</b>	<b>\$2,284,642</b>	<b>\$2,898,282</b>

**Water Rate Adjustments**

In October 2024, the Town implemented a 25% increase in water rates while eliminating the 10% utility tax on water. This change was designed to simplify billing and ensure rate revenues are directly reinvested into the water system. For Fiscal Year 2025–2026, an additional **15% or 25%** increase is proposed to support ongoing infrastructure improvements, meet regulatory requirements, and maintain reliable water service for our residents.

**Water System Improvements – Funding Update**

In February 2023, the Town secured placement on the Florida Department of Environmental Protection’s Drinking Water State Revolving Fund (DWSRF) priority list for water distribution system upgrades. The initial planning and design phase was approved at \$505,000, with 50% loan forgiveness. American Rescue Plan Act (ARPA) funds were committed as the Town’s local match.

The Town has since submitted a construction application to DWSRF for the filtration system. The construction phase is estimated at \$1,565,000 and will address critical infrastructure needs to improve water quality and service reliability for residents.

**2026 ARPA Revenue and Allocations:**

Revenue	\$318,042
Master planning services	(\$16,500)
<b>Balance</b>	<b>\$301,542</b>

**Town of Micanopy, Florida**

**2025-2026 Annual Budget**

**Water Fund**

	Audited*			Projected	Budget	Budget
	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2025</u>	<u>2026</u>
<b>Expenditures</b>						
Personal Services	\$99,272	\$0				
Salaries - Operation	\$0	\$74,582	\$80,778	\$88,104	\$76,500	\$98,937
Overtime	\$0	\$1,765	\$3,344	\$6,467	\$5,000	\$5,000
Health Insurance	\$0	\$8,829	\$11,258	\$11,936	\$10,000	\$13,200
FICA	\$0	\$0	\$5,216	\$5,462	\$5,053	\$6,444
Medicare	\$0	\$0	\$1,220	\$1,371	\$1,182	\$1,507
Retirement	\$0	\$1,300	\$1,150	\$1,950	\$1,950	\$1,950
Workers Comp	\$0	\$59	\$2,500	\$1,254	\$2,500	\$2,500
<b>Total Personal Services</b>	<b>\$99,272</b>	<b>\$86,535</b>	<b>\$105,466</b>	<b>\$116,543</b>	<b>\$102,185</b>	<b>\$129,538</b>
<b>Operating Expenses</b>						
Contractual Services	\$11,057					
Water Operator	\$0	\$9,548	\$9,973	\$9,765	\$15,000	\$12,000
Audit	\$4,950	\$5,197	\$5,000	\$5,000	\$5,000	\$7,500
Annual Service Contract	\$0	\$10,821	\$10,821	\$12,011	\$12,500	\$12,500
Backflow Prevention	\$0	\$0	\$4,284	\$4,500	\$4,500	\$4,500
Billing Software	\$0	\$1,600	\$1,200	\$3,000	\$1,600	\$3,200
Professional Development	\$0	\$1,979	\$3,640	\$2,045	\$2,000	\$2,000
Postage	\$0	\$2,138	\$2,200	\$2,500	\$2,500	\$2,500
Utilities - Electricity	\$4,059	\$5,384	\$4,390	\$5,759	\$7,200	\$7,200
Utilities - Communication Line	\$2,635	\$938	\$685	\$456	\$1,000	\$750
Insurance	\$3,443					
Liability	\$0	\$300	\$300	\$281	\$500	\$500
Property	\$0	\$3,000	\$6,369	\$5,156	\$6,500	\$6,500
Maintenance	\$16,284	\$0				
Building	\$0	\$0	\$322	\$0	\$1,000	\$1,000
Equipment	\$0	\$13	\$4,728	\$0	\$2,500	\$2,500
Water Testing	\$0	\$1,980	\$3,236	\$5,529	\$3,000	\$5,500
Operating Supplies	\$6,921	\$2,411	\$3,897	\$1,689	\$3,500	\$1,500
Water Line Repairs			\$0	\$0	\$0	\$2,000
Office Supplies	\$4,412	\$905	\$443	\$758	\$500	\$750
Chemicals	\$0	\$4,581	\$5,915	\$5,165	\$7,000	\$7,000
Dues	\$0	\$476	\$1,495	\$1,274	\$1,500	\$1,500
Depreciation	\$13,522	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000
<b>Total Operating Expense</b>	<b>\$67,283</b>	<b>\$65,271</b>	<b>\$82,898</b>	<b>\$78,888</b>	<b>\$91,300</b>	<b>\$94,900</b>
<b>Total Water Fund Operating Expenses</b>	<b>\$166,555</b>	<b>\$151,806</b>	<b>\$188,364</b>	<b>\$195,431</b>	<b>\$193,485</b>	<b>\$224,438</b>

**Town of Micanopy, Florida**

**2025-2026 Annual Budget**

**Water Fund**

	Audited*		2024	Projected 2025	Budget 2025	Budget 2026
	2022	2023				
<b>Expenditures</b>						
Other						
Capital	\$0	\$117,030	\$3,275	\$5,000	\$5,000	\$5,000
Capital Improvement - Planning & Design			\$0	\$75,000	\$505,000	\$430,000
Capital Improvement - Construction			\$0	\$0	\$1,585,000	\$1,585,000
Capital Improvement - Meters			\$0	\$0	\$0	\$650,000
Transfer to General Fund	\$0	\$13,032	\$13,589	\$1,500	\$1,500	\$1,500
Total Other Expenses	\$0	\$130,062	\$16,864	\$81,500	\$2,096,500	\$2,671,500
<b>Total Water Fund Expenses</b>	<b>\$166,555</b>	<b>\$318,426</b>	<b>\$212,295</b>	<b>\$276,931</b>	<b>\$2,289,985</b>	<b>\$2,895,938</b>
<b>Water Fund Net income/ (loss)</b>	<b>\$77,220</b>	<b>\$245,030</b>	<b>(\$35,210)</b>	<b>(\$6,258)</b>	<b>(\$5,343)</b>	<b>\$2,344</b>
<b>Enterprise Fund Net Position</b>						
<b>Beginning of the year</b>	<b>\$737,010</b>	<b>\$986,361</b>	<b>\$1,232,254</b>	<b>\$1,197,044</b>	<b>\$1,197,044</b>	<b>\$1,190,786</b>
<b>End of the Year</b>	<b>\$986,361</b>	<b>\$1,232,254</b>	<b>\$1,197,044</b>	<b>\$1,190,786</b>	<b>\$1,191,701</b>	<b>\$1,193,129</b>

**Water Fund – Personnel and Operations**

Personnel expenses in the Water Fund include the full salary of the Deputy Clerk, along with 50% of the salaries for the Public Works Supervisor and the Administrative Assistant. To ensure compliance with regulatory standards and maintain high-quality service, the Town contracts with US Water Services for a licensed water operator to oversee the daily operation and maintenance of the water plant.

**Water Fund – Capital Projects and Financial Outlook**

Capital improvements in the Water Fund are being funded through the American Rescue Plan Act (ARPA), the State Revolving Fund (SRF) programs, and Community Development Block Grant (CDBG). While recent rate adjustments are projected to produce a modest surplus this year, this amount is not sufficient to meet long-term debt service requirements or to establish adequate reserves for future capital replacement.

