



Town Commission Regular Meeting Agenda

Tuesday, December 09, 2025 at 7:00 PM

706 NE Chokolka BLVD

CALL TO ORDER

INVOCATION AND PLEDGE OF ALLEGIANCE TO FLAG

ROLL CALL

CONSENT AGENDA

1. Agenda Approval
2. Regular Commission Meeting Minutes of November 10, 2025

GUESTS

3. Micanopy Branch Library Update
4. Willie Mae Stokes Community Center Update

CITIZEN'S FORUM

Public Comment (public comments limited to 2 minutes per speaker, please)

TOWN COMMISSION LIAISON REPORTS

5. Alachua County League of Cities
6. Alachua County Children's Trust
7. Thrasher Warehouse Board

CITIZEN BOARD AND COMMITTEE REPORTS

8. Planning and Historic Preservation Board
9. Tree Committee

TOWN ATTORNEY REPORT

10. Proposed Ordinance No. 2025-04, Defining "Affected Party" in the Micanopy Land Development Code

AN ORDINANCE OF THE TOWN OF MICANOPY, FLORIDA RELATING TO THE TEXT OF THE TOWN OF MICANOPY LAND DEVELOPMENT CODE; PROVIDING FOR AMENDING ARTICLE 10, SECTION 10.10.03 OF THE LAND DEVELOPMENT CODE TO DEFINE "AFFECTED PARTY" AND PROVIDING A PROCEDURE FOR REGISTRATION OF AN "AFFECTED PARTY" WITH THE TOWN CLERK FOR PARTICIPATION IN QUASI-JUDICIAL HEARINGS

11. Proposed Ordinance No. 2025-05, Prohibiting Camping in Public Parks

PROHIBITING PUBLIC CAMPING OR SLEEPING ON ANY PUBLIC PROPERTY,
PUBLIC BUILDING, OR PUBLIC RIGHT-OF-WAY

REVIEW AND ACCEPTANCE OF FINANCIAL TRANSACTIONS AND REPORTS

TOWN ADMINISTRATOR REPORT

12. Report - Nonaction items only

13. Use for Residential Structure at Annex

14. Resolution No. 2025-09, Establishing an Election Qualifying Period

A RESOLUTION SETTING THE ELECTION FOR TOWN COMMISSION SEATS 4
AND 5 IN THE TOWN OF MICANOPY, FLORIDA

NEW BUSINESS

15. Proposed Resolution No. 2025-10, Amending Prior Established Rates

A RESOLUTION OF THE TOWN OF MICANOPY, FLORIDA, PERTAINING TO
WATER SERVICE WITHIN THE TOWN OF MICANOPY; AMENDING THE PRIOR
ESTABLISHED RATES TO INCREASE THE RATES

16. Community Garden

UNFINISHED BUSINESS

17. Proposed Road Paving

TOWN COMMISSIONER REPORTS

18. Commissioner (Seat 1) Judy Galloway

19. Commissioner (Seat 3) David Massey

20. Commissioner (Seat 4) Kevin Putansu

21. Commissioner (Seat 5) Ken Wessberg

MAYOR (SEAT 2) JIANA WILLIAMS REPORT

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.

ORDINANCE NO. 2025-04

AN ORDINANCE OF THE TOWN OF MICANOPY, FLORIDA RELATING TO THE TEXT OF THE TOWN OF MICANOPY LAND DEVELOPMENT CODE; PROVIDING FOR AMENDING ARTICLE 10, SECTION 10.10.03 OF THE LAND DEVELOPMENT CODE TO DEFINE “AFFECTED PARTY” AND PROVIDING A PROCEDURE FOR REGISTRATION OF AN “AFFECTED PARTY” WITH THE TOWN CLERK FOR PARTICIPATION IN QUASI-JUDICIAL HEARINGS; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Planning and Historic Preservation Board of the Town of Micanopy has recommended that the amendments to the Land Development Code, as described below, be approved by the Town Commission;

WHEREAS, the Planning and Historic Preservation Board of the Town of Micanopy has determined that the amendments to the Land Development Code, as described below, are consistent with the Town of Micanopy Comprehensive Plan (Adopted October 8, 2019 by Ordinance 2019-03);

WHEREAS, the Town Commission has determined and found that approval of said application for amendments, as described below, will further the purposes of the Land Development Code and other ordinances, regulations, and actions to implement the Comprehensive Plan.

WHEREAS, Article 10, Section 10.10.03 of the Town of Micanopy Land Development Code entitled “Order of Proceedings” provides procedures for quasi-judicial hearings before the Planning and Historic Preservation Board of the Town of Micanopy and the Town Commission;

WHEREAS, the Town desires to define “Affected Party” and the procedure for registration as an “Affected Party” with the Town Clerk for participation in quasi-judicial hearings; and

WHEREAS, the Town finds that the lack of a definition for “Affected Party” and lack of procedure for registering as an “Affected Party” with the Town Clerk for participation in quasi-judicial hearings has created uncertainty for the citizens of the Town of Micanopy and the Town of Micanopy itself in determining citizens that qualify as an “Affected Party” such that said citizen is acknowledged as an “Affected Party” during the order of proceedings as quasi-judicial hearings; and

WHEREAS, the Town finds that it is proper and, in the interest, and welfare of the Town and its citizens to define “Affected Party” and set forth a procedure for registering as an “Affected Party”;

WHEREAS, the Town wishes to define “Affected Party” as a citizen of the Town of Micanopy who resides or owns land within 400 feet of the boundary of the property subject to the decision of the Planning and Historic Preservation Board and/or Town Commission;

WHEREAS, the Town wishes to require an “Affected Party” who desires to testify and present evidence at a quasi-judicial hearing to register as an “Affected Party” at least seven (7) days prior to the quasi-judicial hearing and submit certain information to the Town Clerk;

WHEREAS, Section 166.021, Florida Statutes, as amended, empowers the Town Commission of the Town of Micanopy, Florida to prepare, adopt, and enforce the Land Development Code;

WHEREAS, the Town Commission did hold the required public hearings, under the provisions of the amendment procedures established in Chapter 177, Florida Statutes; and

WHEREAS, the public will suffer no loss or inconvenience and in the interest of justice and the application shall be granted;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF MICANOPY, FLORIDA, AS FOLLOWS:

Section 1. Article 10, Section 10.10.03 of the Land Development Code of the Town of Micanopy entitled “Order of Proceedings” is hereby amended as described below. Any section, or portion of section, not found explicitly in this ordinance should be assumed to have not been amended. The following text shall be added to or deleted from the Town of Micanopy Land Development Code (additions: additions underlined; deletions: deletions struck):

10.10.03 Order of Proceedings. The order of proceedings at any quasi-judicial hearing shall generally be as shown in the following table. These procedures may, however, be varied by the Town Attorney or decision-making board to address the particular circumstances of the case.

ORDER	ITEM
1	The Board or Commission shall determine whether it has jurisdiction over the matter.
2	Members of the Board or Commission shall, if necessary, state whether they have a conflict of interest or must otherwise disqualify themselves from hearing the case.
3	Members of the Board or Commission shall disclose and place on the record any ex parte contacts relating to the matter before the Board or Commission.
4	Introduction of the Petition by the Town
5	Presentation of Applicant’s Case
6	Presentation of Staff’s Case
7	Presentation of Affected Party’s Case
8	Rebuttal by Applicant
9	Rebuttal by Staff
10	Rebuttal by Affected Parties
11	Public Input
12	Deliberation and Vote of Board or Commission
13	Preparation of Final Order
14	Approval of Final Order

A. "Affected Party" is defined as a citizen of the Town of Micanopy who resides or owns land within 400 feet of the boundary of the property subject to the decision of the Planning and Historic Preservation Board and/or Town Commission.

B. Affected Parties who desire to testify and present evidence at a quasi-judicial hearing must register as an "Affected Party" at least three (3) business days prior to the quasi-judicial hearing by submitting the following information to the Town Clerk:

- 1. Affected Party's name, address, and telephone number;
- 2. An indication of how the Affected Party qualifies as an Affected Party; _____
- 3. An indication of whether the Affected Party is for or against the application;
- 4. The name, address, and telephone number of all witnesses expected to testify on behalf of the Affected Party at the hearing; and
- 5. Copies of all documents, correspondence, memoranda, or other evidence the Affected Party intends to present at the quasi-judicial hearing.

C. Five (5) or more persons deemed by the Planning and Historic Preservation Board to be associated together or otherwise represent a common point of view, as an Affected Party on an item, may be requested to select a single spokesperson.

D. Affected Party status entitles a person to personally testify, present evidence, present argument, present fact and expert witnesses, cross-examine witnesses, appeal the decision and speak on reconsideration requests. Testimony and other evidence shall be directed to whether the proposal does or does not meet appropriate criteria and standards as well as modifications necessary for approval.

Section 3. Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Inclusion in the Code, Scrivener's Error. It is the intention of the Town Commission of the Town of Micanopy, Florida, and it is hereby provided that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Micanopy, Florida; that the sections of this Ordinance may be renumbered or re-lettered to accomplish such intention; and that the word "ordinance" may be changed to "section," "article," or other appropriate designation. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the Town Administrator, or designee, without public hearing, by filing a corrected or recodified copy of the same with the Town.

Section 5. Severability. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 6. This ordinance shall take effect upon its passage at second and final reading.

PASSED ON FIRST READING, THIS _____ DAY OF _____, 2025.

PASSED AND DULY ADOPTED, with a quorum present and voting by the Town Commission

of the Town of Micanopy, Florida, after properly dispensing with the second reading, on final reading this _____ day of _____, 2025.

Attest:

Town Of Micanopy

Patty Polk
Town Clerk

Jiana Williams
Mayor, Town of Micanopy

Approved as to legal form and content:

A. Derek Folds, Town Attorney

ORDINANCE 2025-05

AN ORDINANCE OF THE TOWN OF MICANOPIY, FLORIDA AMENDING THE TOWN OF MICANOPIY CODE OF ORDINANCES, AS AMENDED; PROVIDING FOR THE AMENDMENT OF CHAPTER 30 OF THE TOWN OF MICANOPIY CODE OF ORDINANCES TO ADD CHAPTER 30, ARTICLE IV, SECTION 86 – PROHIBITING PUBLIC CAMPING OR SLEEPING ON ANY PUBLIC PROPERTY, PUBLIC BUILDING, OR PUBLIC RIGHT-OF-WAY; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING SEVERABILITY; PROVIDING FOR INCORPORATION IN THE TOWN OF MICANOPIY CODE OF ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 166, Florida Statutes authorizes a municipality to enact regulations to protect the health, safety and welfare, and interests of the citizens of the Town; and

WHEREAS, On March 20, 2024, Governor Ron DeSantis signed House Bill 1365, which has been codified as Chapter 2024-11, Laws of Florida. The new law became effective on October 1, 2024, and creates Section 125.0231, Florida Statutes. The purpose of the law is to regulate public camping and public sleeping and is focused on Florida’s homeless population, which is over 30,000 persons; and

WHEREAS, While enacting House Bill 1365, the Florida Legislature considered evidence that approximately 50 percent of people experiencing homelessness in Florida were unsheltered, meaning their primary nighttime residence is a place not suitable for human habitation, such as a sidewalk, vehicle, abandoned building, or park. Living unsheltered can have significant impacts on a person’s health and safety; and

WHEREAS, the Town of Micanopy has a significant interest in providing a safe and pleasant environment and in eliminating public camping or sleeping on any public property, public building, or public right-of-way; and

WHEREAS, in accordance with Section 125.0231, the Town of Micanopy finds it necessary to codify its prohibition of public camping and sleeping on public property; and

WHEREAS, Chapter 30, Article IV of the Town of Micanopy Code of Ordinances listed various offenses for which civil penalties may be assessed for violation thereof. It is intended that this Ordinance shall be added to said list of violations; and

WHEREAS, the Town Commission of the Town of Micanopy finds it is in the best interest and welfare of the citizens, business owners, visitors and the homeless population of the Town of Micanopy to enact this Ordinance.

NOW THEREFORE BE IT ORDAINED BY THE COMMISSION OF THE TOWN OF MICANOPIY, FLORIDA THAT:

Section 1. The above recitals are true and accurate and are hereby incorporated herein and made a part of this Ordinance.

Section 2. Chapter 30 of the Town of Micanopy Code of Ordinances entitled “Offenses and Miscellaneous Provisions” shall be amended to include 30-86 entitled “Prohibition Against Public Sleeping and Public Camping” which shall read as follows (words **struck through** have been deleted, and words **underlined** have been added):

Sec. 30-86. Prohibition Against Public Sleeping and Public Camping:

(a) Findings. The Town of Micanopy has a significant interest in providing a safe and pleasant environment for its citizens, business owners, visitors and its homeless population by eliminating public camping or sleeping on any public property, public building, or public right-of-way. Public camping or public sleeping in a public place not suitable for human habitation, such as a sidewalk, vehicle, abandoned building, or park can have significant impacts on a person’s health and safety. The Town Commission of the Town of Micanopy hereby determines that this Section fulfills an important Town purpose by ensuring the health, safety, welfare, quality of life, and aesthetics of the Town of Micanopy; and

(b) Intent. The purpose and intent of this Section is to recognize the constitutional right of persons to gather in any lawful manner or place or time; however, public sleeping and public camping constitutes a threat and danger to health, safety, security and welfare to the citizens, business owners, visitors and the homeless population of the Town of Micanopy. The goal of this Section is to ensure the foregoing constitutional rights through reasonable regulation, acting to protect citizens, business owners, visitors and the homeless population.

(c) Definition. The following definition is hereby adopted for this Section:

1. “Public camping or sleeping” means:

- a. Lodging or residing overnight in a temporary outdoor habitation used as a dwelling or living space and evidenced by the erection of a tent or other temporary shelter, the presence of bedding or pillows, or the storage of personal belongings; or**
- b. Lodging or residing overnight in an outdoor space without a tent or other temporary shelter.**

2. The term does not include:

- a. Lodging or residing overnight in a motor vehicle that is registered, insured, and located in a place where it may lawfully be.**
- b. Camping for recreational purposes on property designated for such purposes.**

(d) Violations. All Town code enforcement and law enforcement officers are hereby authorized to enforce this Section, as follows:

- 1. No person may engage in public camping or sleeping on any public property, including, but not limited to, any public building or its grounds, any public park, or any public right-of-way.**
- 2. The penalty for the first violation shall be a \$50 fine; the penalty for a second offense shall be a \$100 fine; the penalty for a third violation shall be a \$200 fine; for each and every offense thereafter, the penalty shall be a \$200 fine and a mandatory court appearance shall be required. A warning notice may be issued in lieu of a fine if no prior violations have occurred. In addition to any penalty mentioned herein, a law enforcement officer may issue a trespass warning, or any other penalty prescribed for a violation of any applicable section of Chapter 810, Florida Statutes.**
- 3. All fines collected resulting from violations of this Section shall be held by the Town of Micanopy for the care of the homeless population to fund any non-profit organization that provides shelter, food, or medical care at the discretion and selection by majority vote of the Town Commission.**
- 4. Nothing within this Section precludes the Town of Micanopy from pursuing other civil or administrative remedies.**

Section 3. Authority. This ordinance is adopted pursuant to authority granted by Section 166.021, Florida Statutes, as amended, Sections 163.3161 through 163.3248, Florida Statutes, as amended, and Section 125.0231, Florida Statutes, as amended.

Section 4. Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5. Inclusion in the Code, Scrivener's Error. It is the intention of the Town Commission of the Town of Micanopy, Florida, and it is hereby provided that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Micanopy, Florida; that the sections of this Ordinance may be renumbered or re-lettered to accomplish such intention; and that the word "ordinance" may be changed to "section," "article," or other appropriate designation. The correction of typographical errors which do not affect the intent of the ordinance may be authorized by the Town Manager or designee without public hearing, by filing a corrected or recodified copy of the same with the Town.

Section 6. Severability. If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 7. This ordinance shall take effect upon its passage at second and final reading.

PASSED ON FIRST READING, THIS _____ DAY OF _____, 2025.

PASSED AND DULY ADOPTED, with a quorum present and voting by the Town Commission of the Town of Micanopy, Florida, after properly dispensing with the final reading this _____ day of _____, 2025.

Attest:

Town Of Micanopy

Patty Polk
Town Clerk

Jiana Williams
Mayor, Town of Micanopy

Approved as to legal form and content:

A. Derek Folds, Town Attorney



Town of _____

Micanopy
Florida

December 9, 2025

Town Administrator Report

For Informational Purposes Only

Community Resource Center

Following the concept plan presentation for the Community Resource Center at the August Planning and Historic Preservation Board (PHPB) meeting, the project continues to move forward through the required review process. The site plan is currently under review by the Town's planning consultant. Once the review is complete, the preliminary site plan will be brought before the PHPB at its upcoming meeting on **December 16th**, where the Board may **approve, approve with conditions, or deny** the proposal. Staff will continue coordinating with the design team and reviewing agencies to keep the project on schedule.

Backflow Meter Testing Program

The Town's independent contractor recently completed the annual backflow prevention device testing. Property owners whose devices did not pass inspection have been mailed letters outlining the test results and the required next steps. The correspondence provides two options: (1) the owner may hire a licensed plumber of their choosing to perform the replacement, or (2) they may elect to have the Town's contracted backflow technician replace the device.

Each property owner has **90 days** from the date of the letter to correct the issue. If the repair or replacement is not completed within that timeframe, the Town will move forward with replacing the backflow device and bill the cost to the customer's utility account. Staff will continue monitoring compliance and coordinating with property owners throughout the process.



Town of _____

Micanopy
Florida

December 9, 2025

AGENDA ITEM: Proposed Use of Residential Structure at the Annex Property
TYPE: Informational / Discussion Only – Consensus Requested

BACKGROUND:

Over the past several months, the Town Commission and community members have discussed potential uses for the residential structure located on the Annex property adjoining the Micanopy Native American Heritage Preserve. This topic was also presented informally during the recent Town potluck, where staff provided an overview of the property’s constraints—including limited parking, existing layout, and the small scale of the structure.

During these conversations, some participants suggested the possibility of disposing of the residential site. However, this is not an available option, as the parcel is encumbered by a conservation easement in perpetuity, which prohibits the sale or removal of the residential structure from Town ownership.

Following additional dialogue, there appeared to be general community support for exploring the use of the structure as labor housing. This could include housing for a Town employee, caretaker, or other staffing arrangement that aligns with the permitted uses of the property.

CURRENT STATUS:

At this time, staff does not have a final proposal or agreement to present. The Town Administrator is seeking direction from the Commission to work with the Town Attorney to develop potential frameworks for a caretaker or employee-housing arrangement. These options would be brought back at a future meeting for further Commission review and discussion.

REQUESTED ACTION:

No formal action is requested at this time. Staff is seeking Commission consensus on moving forward with this general direction—specifically, exploring the incorporation of the residential structure into labor housing—and returning at a later date with potential options for Commission consideration.



RESOLUTION NUMBER 2025-09

A RESOLUTION SETTING THE ELECTION FOR TOWN COMMISSION SEATS 4 AND 5 IN THE TOWN OF MICANOPY, FLORIDA; DESIGNATING THE ELECTION FOR TUESDAY, MARCH 10, 2026; SETTING QUALIFYING DATES; SETTING THE PRECINCT AND VOTING LOCATION; PROVIDING FOR THE APPOINTMENT OF POLL WORKERS; PROVIDING FOR THE NOTICE OF ELECTION; SETTING A RUNOFF DATE

WHEREAS, Section 602 of the Micanopy Charter provides that the Town Commission shall by Resolution set the precincts and polling places for the Town elections; and

WHEREAS, Section 608 of the Micanopy Charter provides that the Town Commission shall call all elections by Resolution not less than 30 days prior to the election; and

WHEREAS, Section 609 of the Micanopy Charter provides that the Town Commission shall by Resolution appoint not less than two poll workers to each election board; and

WHEREAS, Section 609 of the Micanopy Charter provides that the Town Commission shall by Resolution state where the election will be held and provide for the published notice of the election to be placed once a week for two consecutive weeks preceding the day of the election in a newspaper of general circulation in the Town of Micanopy. First publication is not to be not less than ten (10) days prior to the election.

NOW THEREFORE BE IT RESOLVED, by the Town of Micanopy, Florida, Town Commission that:

1. The Town of Micanopy election shall be on Tuesday, March 10, 2026, for Seats 4 and 5 of the Town Commission.
2. There shall be a single precinct encompassing the entire Town of Micanopy. The voting place for the single precinct shall be Micanopy Town Hall.
3. The Town Clerk shall ensure that notice of the election is published once a week for two consecutive weeks preceding the day of the election in a newspaper of general circulation in the Town of Micanopy. First publication is to not be less than ten (10) days prior to the election.

4. Poll workers shall be appointed by the Town Commission. The Town Clerk shall work with the Alachua County Supervisor of Elections to ensure that the number and type of poll workers required by state law will be presented at the poll.

5. Candidates may qualify to run for Seats 4 and 5 of the Town Commission by filing with the Town Clerk of the Town of Micanopy during regular Town Hall business hours (7:30 am – 6:00 pm) commencing 7:30 am on Monday, January 26, 2026, through 6:00 pm on Thursday, January 29, 2026.

6. The candidate receiving the majority of the votes cast for the seats shall be elected. In the event that no candidate receives a majority of the votes cast for the seat, a runoff election shall be held between the two candidates receiving the first and second largest number of votes for the seat. If required, the runoff election shall be held on Tuesday, March 24, 2026, with the person receiving the largest number of votes being elected to the seat.

Duly passed and adopted by the Town of Micanopy Town Commission in Regular Session this 9th day of December 2025

TOWN OF MICANOPY

Jiana Williams, Mayor

Attest:

Sara S. Owen, Town Administrator/Clerk

706 NE Chokolka Blvd.
PO Box 137, Micanopy, FL 32667-0137
(352) 466-3121 Town Hall (352) 466-4912 Fax
townhall@micanopytown.com



Town of _____

Micanopy
Florida

December 9, 2025

AGENDA ITEM – Water Rate Resolution

Subject: Resolution Establishing Water Rates for Fiscal Year 2025–2026

Background:

Throughout the FY25–26 budget development process, the Town Commission held multiple discussions regarding the need to adjust the Town’s water rates. As noted during those discussions, the rates currently in effect remained unchanged for approximately 18 years. This resulted in a significant gap between the Town’s operational needs and the revenues necessary to adequately support maintenance, regulatory compliance, and long-term system sustainability.

During budget preparation, staff evaluated both current and proposed rates alongside those of other small municipal water systems. The analysis demonstrated that the Town’s proposed rate structure is consistent with what customers pay in similar-sized communities across the region.

Staff also discussed with the Commission that this fiscal year represents the final year of a multi-year “catch-up” adjustment. Florida Rural Water originally recommended that the Town implement two 50% increases to correct the long-standing rate stagnation. The Commission instead opted for a more moderate approach—two 25% increases—resulting in a phased and predictable transition for customers.

Current Action:

The attached resolution formalizes the water rates on which the FY25–26 budget was developed. No new rate increase is being proposed beyond what has already been discussed and incorporated into the adopted budget.

Recommendation:

Staff recommends approval of the attached resolution establishing the water rates for Fiscal Year 2025–2026, consistent with prior Commission direction.

706 NE Cholokka Blvd.
PO Box 137, Micanopy, FL 32667-0137
(352) 466-3121 Town Hall (352) 466-4912 Fax
townhall@micanopytown.com

RESOLUTION NUMBER: 2025-10

A RESOLUTION OF THE TOWN OF MICANOPY, FLORIDA, PERTAINING TO WATER SERVICE WITHIN THE TOWN OF MICANOPY; AMENDING THE PRIOR ESTABLISHED RATES TO INCREASE THE RATES; PROVIDING FOR CONFLICTS AND SEVERABILITY; REPEALING ALL RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Town of Micanopy provides water service to residential and commercial customers located within its water service territory; and

WHEREAS, the current residential customer and commercial charges for water services are not adequate for providing such services; and

WHEREAS, Chapter 35, Section 35-35 of the Town’s Code of Ordinances requires such rates be changed by resolution; and

WHEREAS, the Town Commission, being fully advised of the facts and circumstances, hereby finds it necessary and in the interest of prudent management of public assets and business affairs to increase the current residential customer and commercial charges for water; and

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF MICANOPY, FLORIDA, as follows:

SECTION ONE: The water rates are hereby amended as set forth below, representing an approximately twenty-five (25) percent increase from the present rates:

Residential base rate: \$31.36

Commercial base rate: \$31.36

Water Usage Rates	Residential Rates	Commercial Rates
0 to 1,000 Gallons	\$3.43	\$3.43
1,001 to 2000 Gallons	\$3.85	\$3.85
2,001 to 3,000 Gallons	\$4.26	\$4.26
3,001 to 4,000 Gallons	\$4.69	\$4.69
4,001 to 5,000 Gallons	\$5.13	\$5.13
5,001 to 6,000 Gallons	\$5.55	\$5.55
6,001 to 7,000 Gallons	\$6.83	\$6.83
7,001 to 8,000 Gallons	\$7.69	\$7.69
8,001 to 9,000 Gallons	\$8.54	\$8.54
9,001 to 10,000 Gallons	\$9.39	\$9.39
10,001 Gallons or more	\$10.25	\$10.25

SECTION TWO: All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION THREE: If any section or portion of a section of this Resolution proves to be invalid, unlawful or unconstitutional, it shall not be held to invalidate or impair the validity, force or effect of any other section or part of this Resolution.

SECTION FOUR: This Resolution shall become effective immediately upon passage and adoption and customers will have the new rates applied to the January 2026 billing cycle.

ADOPTED, by an affirmative vote of a majority of a quorum present of the Town Commission of the Town of Micanopy, Florida, at a regular meeting, this 9th day of December, 2025.

ATTEST:

Sara Samario, Town Administrator

Jiana Williams, Mayor

Approved as to form and legal sufficiency:

A. Derek Folds, City Attorney



December 9, 2025

AGENDA ITEM – Community Garden: Request for Site Approval and Funding for Perimeter Fencing

SUBJECT: Consideration of Approval for the Proposed Community Garden Site and Authorization of Funding for Perimeter Fence

BACKGROUND:

Over the past several months, the Town has been actively exploring the development of a community garden to provide residents with opportunities for local food cultivation, community engagement, education, and environmental stewardship. While the Town Commission has expressed general support for the concept during previous discussions, the governing body has not formally approved the use of the proposed municipal property as the designated community garden site.

During this exploratory phase, community interest has exceeded expectations. With collaboration from The Pollinators and Old Florida Heritage Highway, residents have organized meetings, gathered materials lists, and begun fundraising efforts. To date, donations have already been secured to support raised beds, soil, tools, and other essential startup items. The outpouring of volunteerism and enthusiasm demonstrates strong community ownership of this initiative.

As the project has gained momentum, staff paused to ensure proper procedural steps are followed. In order for planning and implementation to move forward, a formal Commission action is now needed to designate the identified Town property as the official community garden location.

CURRENT REQUEST:

In addition to site approval, staff is requesting Commission authorization for funding to install a perimeter fence around the garden. Due to significant deer activity in the area, the fence is critical to protecting the garden’s viability and ensuring early success for participating residents. Community partners have contributed substantially to garden startup costs, but the fencing represents an infrastructure expense appropriately placed with the Town.

FISCAL IMPACT:

Cost of the perimeter fence to be determined based on Commission authorization and procurement of quotes. Funding source to be designated by the Commission.

RECOMMENDATION:

Staff respectfully recommends the Commission:

- 1. Approve the proposed Town property as the designated location for the Micanopy Community Garden; and**

706 NE Cholokka Blvd.
PO Box 137, Micanopy, FL 32667-0137
(352) 466-3121 Town Hall (352) 466-4912 Fax
townhall@micanopytown.com

2. Authorize funding for the installation of a perimeter fence to protect the garden area.

These actions will allow the Town, in partnership with community volunteers and local organizations, to move forward with establishing a successful and sustainable community garden for the benefit of Micanopy residents.

MICANOPY COMMUNITY GARDEN

Let's Grow Micanopy Together!

We're planting more than vegetables - we're planting opportunity, connection, and joy!



The Micanopy Community Garden will be a place where neighbors gather, children learn, and fresh food thrives!



Your contribution will help fund:



Item	Quantity	Estimated Cost
Shed for Storage	1	\$750
Wheelbarrows	2	\$175 each
Shovels	20	\$30 each
Raised Garden Beds	8	\$250 each
Topsoil (3 yards)	10	\$60/yard

Every donation - big or small - makes a difference!

Contributions are being collected through the Old Florida Heritage Highway, a nonprofit partner of the Town of Micanopy. All donations are tax-deductible as allowed by law. Donors will be recognized at the garden site.

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Town of _____

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December 9, 2025

Agenda Item: Consideration of Road Paving Proposal for NE 6th Avenue

Purpose:

To consider authorization for the Town Administrator to proceed with contracting the lowest qualified bidder for paving NE 6th Avenue once all proposals have been received.

Background:

The Town obtained one proposal for paving NE 6th Avenue from Osteen Brothers, Inc. (OBI). OBI confirmed that the pricing offered reflects a deeper discount than their standard municipal rate due to the project's close proximity to their asphalt plant.

To comply with the Town's procurement policy, a second quote has been requested from V.E. Whitehurst & Sons. The quote has not yet been received at the time of this agenda preparation.

Alachua County Public Works has reviewed OBI's pricing and confirmed that it is consistent with, or better than, the County's contracted paving rates. Once both quotes are in hand, staff will verify pricing and qualifications to ensure a fair and competitive selection process.

Fiscal Impact:

If the Town Commission elects to move forward with the paving project, funding should come from the restricted Transportation Fund balance in the amount of **\$37,174**, as reported in the FY 2024 audit.

Staff Recommendation:

Staff recommends that the Town Commission authorize the Town Administrator to negotiate and execute an agreement with the lowest qualified bidder for paving NE 6th Avenue once all proposals have been received and reviewed.

Recommended Motion:

"I move to authorize the Town Administrator to negotiate and execute an agreement with the lowest qualified bidder for paving NE 6th Avenue, with project funding to come from the restricted Transportation Fund balance."