



Town Commission Regular Meeting Agenda

Tuesday, June 09, 2026 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 May 12, 2026

GUESTS

3. Micanopy Branch Library Update
4. Willie Mae Stokes Community Center
5. Eric Atria, Alachua County Judge Candidate
6. Alachua County Fire Rescue, Community Update

CITIZEN'S FORUM

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

TOWN COMMISSION LIAISON REPORTS

7. Alachua County League of Cities
8. Alachua County Children's Trust
9. Thrasher Warehouse Board

CITIZEN BOARD AND COMMITTEE REPORTS

10. Planning and Historic Preservation Board
11. Tree Committee

TOWN ATTORNEY REPORT

REVIEW AND ACCEPTANCE OF FINANCIAL TRANSACTIONS AND REPORTS

12. Financial Reporting for Period Ending May 31, 2026

TOWN ADMINISTRATOR REPORT

13. Recommendation of Award for Tree Trimming RFQ
14. Summary Report of a Limited Forensic Evaluation

15. Informational Only Report

NEW BUSINESS

16. Presentation of Final Vulnerability Assessment

17. Presentation of Draft Adaptation Plan Including Prioritization of Adaptation Needs

Public Comment

18. Presentation of Final Adaptation Plan

UNFINISHED BUSINESS

TOWN COMMISSIONER REPORTS

19. Commissioner (Seat 1) Judy Galloway

20. Commissioner (Seat 3) David Massey

21. Commissioner (Seat 4) Kevin Putansu

22. 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.



Town Commission Regular Meeting Minutes

Tuesday, May 12, 2026 at 7:00 PM

706 NE Cholokka BLVD

CALL TO ORDER

Mayor Jiana Williams called the meeting to order at 7:00 pm

INVOCATION AND PLEDGE OF ALLEGIANCE TO FLAG

ROLL CALL

Commissioners Present:

Mayor Jiana Williams

Mayor Pro Tem Kevin Putansu

Commissioner Judy Galloway

Commissioner David Massey

Commissioner Ken Wessberg

Town Staff Present

Attorney A. Derek Folds

Administrator Sara Samario

ANNUAL REORGANIZATIONAL MEETING

Mayor Jiana Williams passed the gavel to Administrator Sara Samario.

Administrator Samario opened the floor for nominations for Mayor.

Motion made and seconded (Putansu/Galloway) to nominate Commissioner Jiana Williams to serve as Mayor for the ensuing year; passed 5-0.

Motion made and seconded (Wessberg/Galloway) to close nominations for Mayor; passed 5-0.

The floor was opened for public comment.

Carol Young stated that she was proud of all of the commissioners and believed Mayor Williams was well qualified to serve.

Administrator Samario returned the gavel to Mayor Williams.

Mayor Williams opened the floor for nominations for Mayor Pro Tem.

Motion made and seconded (Wessberg/Galloway) to nominate Commissioner Kevin Putansu to serve as Mayor Pro Tem for the ensuing year; passed 5-0.

Motion made and seconded (Wessberg/Galloway) to close nominations for Mayor Pro Tem; passed 5-0.

The floor was opened for public comment.

Carol Young expressed support for the nomination.

Lester DesForges expressed support for the nomination.

Mayor Pro Tem Putansu thanked the Commission and stated that he looked forward to continuing to learn from Mayor Williams.

CONSENT AGENDA

Mayor Williams explained that the minutes of May 13, 2025, showed that staff identified an omission under an item recorded as "discussion only". The official record should reflect that a motion was made and approved by the Commission.

Motion made and seconded (Galloway/Wessberg) to accept the consent agenda as submitted; passed 5-0

1. Agenda Approval
2. Amendment to May 13, 2025 Meeting Minutes

Following a review of the approved minutes from the May 13, 2025 Town Commission meeting, staff identified an omission under an item that was recorded as "discussion only." The official record should reflect that a motion was made and approved by the Commission.

The proposed amendment will correct the minutes to accurately document the action taken.

3. Regular Commission Meeting Minutes of April 14, 2026
Special Called Meeting Minutes of April 20, 2026
Amended Minutes of May 13, 2025

GUESTS

4. Micanopy Branch Library Update
Wendy Schneider, Micanopy Librarian, provided a verbal update regarding library operations, programs, and current activities.
5. Willie Mae Stokes Community Center
Bishop Christopher Stokes provided a written and verbal update regarding Community Center activities and programs.
6. Eric Atria - Alachua County Judge Candidate
Item not presented due to the candidate's absence.

CITIZEN'S FORUM

Carol Young, Seminary Avenue, thanked Bishop Stokes for recognizing Karen Hill at the new food pantry.

Patty Crass stated that she felt privileged to live in Micanopy and emphasized the importance of public participation in local government.

Joshua Lillie stated that he was born and raised in Micanopy, enjoys living in the community, and would like to become more involved in town affairs.

Raquel Vallejo introduced Joshua Lillie and encouraged his involvement in the community.

Gail Davis suggested creating a community bulletin board where residents could share skills, services, and resources with one another.

Mayor Williams commented on the Fire Station Open House and noted that sharing skills and resources locally was a positive concept for the community.

Lester DesForges complimented the recent library groundbreaking ceremony and expressed pride in the community.

Bishop Stokes announced a memorial service for Monica Fowler and stated that the Community Center would dedicate a day in her honor.

Paul Cohen stated that he possesses digital inventories of historic homes dating back to 1978 and would be willing to share them with the Town or local archives. He also expressed concerns regarding the paving of parking areas and associated stormwater requirements.

Stoney Slaton noted that Duke Energy has been replacing utility poles and asked whether the Town could request removal of abandoned cable infrastructure and remaining poles.

Margaret expressed appreciation for the community, the library, and Bishop Stokes' contributions to Micanopy.

TOWN COMMISSION LIAISON REPORTS

7. Alachua County League of Cities

Mayor Jiana Williams stated that their last meeting was canceled.

8. Alachua County Children's Trust

Mayor Jiana Williams, the trust will meet tomorrow via Zoom, and they are requesting that each town start a fundraiser to complement this program.

9. Thrasher Warehouse Board

Commissioner Ken Wessberg reported on the Thrasher Warehouse Board meeting. The Board received two estimates for replacement of the HVAC system at the Archives Building:

- Coolhouse Heating and Air – \$7,440.00
- Continental Air and Electric, LLC – \$6,945.00

The Board recommended acceptance of the proposal submitted by Continental Air and Electric, LLC. Dan Young will oversee the project.

Motion made and seconded (Galloway/Wessberg) to approve payment of an invoice from Continental Air and Electric, LLC for replacement of the HVAC system at the Archives Building.

The motion was withdrawn by consensus prior to a vote.

Motion made and seconded (Galloway/Massey) to accept the proposal from Continental Air and Electric, LLC, in the amount of \$6,945.00, for replacement of the HVAC system at the Archives Building; passed 5-0.

CITIZEN BOARD AND COMMITTEE REPORTS

10. Planning and Historic Preservation Board

The meeting was canceled in April 2026.

11. Tree Committee

Paul Cohen reported that the Tree Committee met to discuss planting an additional oak tree at the Fire Station playground and the possibility of holding another Arbor Day event.

TOWN ATTORNEY REPORT

Nothing to report.

REVIEW AND ACCEPTANCE OF FINANCIAL TRANSACTIONS AND REPORTS

12. Financial Reporting for Period Ending April 30, 2026

Motion made and seconded (Galloway/Massey) to accept the April 2026 financial reports as submitted; passed 5-0

TOWN ADMINISTRATOR REPORT

13. Quarterly Financial Investment Update

Administrator Samario presented the update. Discussion ensued.

14. Fire Station Repurpose Workshop – Summary & Next Steps

Administrator Samario summarized public input received during the April 21, 2026 Fire Station Open House and outlined next steps, including development of a community survey to gather additional feedback regarding future use of the facility.

Commissioners discussed several potential future uses for the Fire Station, including community-oriented functions, possible Sheriff's Office presence, and leasing opportunities.

NEW BUSINESS

15. Facilities Rental for Land Remembered Production

Administrator Samario presented a request from the production team of *A Land Remembered* to use the Fire Station as a staging area and the Town Ballpark for parking during filming activities scheduled for May 20, 2026. The production team also offered educational opportunities for local students to tour the production while filming is underway.

Commissioners discussed the request, potential community benefits, and proposed facility use arrangements.

Motion made and seconded (Putansu/Galloway) to approve use of the Fire Station and Town Ballpark by the *A Land Remembered* production team for staging and parking purposes and to authorize the Town Administrator and Town Attorney to negotiate and execute the necessary agreement; passed 5-0.

Public Comment

Raquel Vallejo suggested revisiting the proposed \$500 facility rental fee.

Mayor Williams noted that the production would likely provide economic benefits to the community due to the anticipated presence of approximately 100 crew members.

UNFINISHED BUSINESS

TOWN COMMISSIONER REPORTS

16. Commissioner (Seat 1) Judy Galloway

Commissioner Galloway thanked those in attendance and stated that she was honored to serve the Town. She noted the Town's continued growth and progress.

17. Commissioner (Seat 3) David Massey

Commissioner Massey thanked everyone for attending and participating in the meeting.

18. Commissioner (Seat 4) Kevin Putansu

Mayor Pro Tem Putansu noted that he was unable to attend the recent library groundbreaking ceremony due to a prior commitment. He announced that the Community Garden would host a potluck on May 30, 2026, and expressed interest in organizing a community potluck prior to the June 9, 2026, Town Commission meeting.

19. Commissioner (Seat 5) Ken Wessberg

Commissioner Wessberg congratulated Mayor Williams and Mayor Pro Tem Putansu on their appointments and stated that he was honored to serve the community.

MAYOR (SEAT 2) JIANA WILLIAMS REPORT

Mayor Williams thanked the Commission for its vote of confidence and expressed appreciation to those who attended the meeting. She encouraged continued public participation in Town affairs.

Mayor Williams reminded the public that a joint meeting with the Alachua County Board of County Commissioners would be held on June 1, 2026, at 6:00 p.m. at Town Hall.

ADJOURN

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Mayor Jiana Williams adjourned the meeting at 8:45 pm.

Town of Micanopy, Florida

General Fund

For period ending May 31, 2026

	Actual	Budget	Balance	% Received
	<u>2026</u>			
<u>Revenues</u>				
Taxes				
Ad Valorem	\$234,155	\$253,813	\$19,658	92%
Fuel Taxes				
Fuel Tax - First Local	\$23,162	\$30,000	\$6,838	77%
Fuel Tax - Second Local	\$16,862	\$20,000	\$3,138	84%
Half-cent sales tax	\$22,973	\$40,000	\$17,027	57%
Franchise fees				
Electricity - Duke Energy	\$33,177	\$50,000	\$16,823	66%
Utility Service taxes				
Electricity - Duke Energy	\$46,828	\$60,000	\$13,172	78%
Propane	\$1,664	\$3,000	\$1,336	55%
Communications	\$23,279	\$30,000	\$6,721	78%
Total Taxes	\$402,100	\$486,813	\$84,713	
Licenses and permits				
Occupational - Businesses	\$1,720	\$800	-\$920	215%
Occupational License - Landlord	\$440	\$500	\$60	88%
Occupational License - Insur Co	\$40	\$500	\$460	8%
Permits - Zoning Compliance	\$1,875	\$1,500	-\$375	125%
Permits - Special Events	\$0	\$500	\$500	0%
Land Use	\$400	\$50	-\$350	800%
Total Licenses/permits	\$4,475	\$3,850	-\$625	
Intergovernmental				
Wild Spaces Public Places	\$31,206	\$44,000	\$12,794	71%
Other Infrastructure Surtax	\$31,206	\$44,000	\$12,794	71%
Fines - Civil Traffic	\$12,547	\$14,000	\$1,453	90%
Mobile Home Licenses	\$288	\$300	\$12	96%
Alcoholic Beverage Licenses	\$489	\$1,000	\$511	49%
Traffic Signal Maintenance	\$6,223	\$1,050	-\$5,173	593%
Highway Lighting	\$0	\$5,100	\$5,100	
State Shared revenues	\$18,835	\$24,000	\$5,165	78%
Total Intergovernmental	\$100,794	\$133,450	\$32,656	

Town of Micanopy, Florida

For period ending May 31, 2026

	Actual	Budget	Balance	
		<u>2026</u>		
Other				
Interest	\$30,784	\$65,000	\$34,216	47%
Rents	\$1,088	\$4,050	\$2,962	27%
Misc Revenue	\$419	\$1,000	\$581	42%
Other Reimbursements	\$609	\$1,000	\$391	61%
Prior Year WSPR Restricted	\$0	\$30,000	\$30,000	0%
Prior Year Restricted	\$39,248	\$42,798	\$3,550	
CDBG-CV Grant	\$0	\$2,934,000	\$2,934,000	0%
Grants	\$72,000	\$300,000	\$228,000	24%
Opioid Settlement	\$1,142	\$0	-\$1,142	
Insurance Reimbursements	\$0	\$0	\$0	
Community Garden	\$3,552	\$0	-\$3,552	
Total Other	\$148,842	\$3,377,848	\$3,229,006	
Charges for Services				
Transfer in				
Water	\$0	\$1,500	\$1,500	
Total Other Financing source	\$0	\$1,500	\$0	
Total Revenues/Other	\$656,211	\$4,003,461	\$3,345,750	

Town of Micanopy, Florida

For period ending May 31, 2026

	Actual	Budget	Balance	
		<u>2026</u>		
<u>Expenditures</u>				
<u>Town Commission</u>				
Personnel Services				
Salaries	\$22,400	\$33,600	\$11,200	67%
FICA	\$1,389	\$2,083	\$694	67%
Medicare	\$325	\$487	\$162	67%
Other Post Employment Benefits	\$1,882	\$2,650	\$768	71%
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Total Salaries and Benefits	\$25,996	\$38,820	\$12,825	
Operating Expenses				
Professional Development	\$200	\$5,500	\$5,300	4%
Capital Outlay	\$0	\$0	\$0	
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Total Operating Expenses	\$200	\$5,500	\$5,300	
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Total Town Commission	\$26,196	\$44,320	\$18,125	

Town of Micanopy, Florida

For period ending May 31, 2026

	Actual	Budget	Balance	
	<u>2026</u>			
<u>Town Administrator / Clerk</u>				
Personnel Services				
Salaries	\$55,883	\$100,658	\$44,775	56%
Overtime	\$1,611	\$2,500	\$889	64%
Health Insurance	\$8,921	\$14,850	\$5,929	60%
FICA	\$3,565	\$6,396	\$2,831	56%
Medicare	\$834	\$1,496	\$662	56%
Professional Development	\$345	\$2,500	\$2,155	14%
Total Salaries and Benefits	\$71,158	\$128,400	\$57,242	
Operating expenses				
Workers Comp	\$750	\$1,000	\$250	75%
Office Supplies	\$3,308	\$1,500	-\$1,808	221%
Dues and Publications	\$690	\$1,500	\$810	46%
Capital Outlay	\$0	\$0	\$0	
Total Operating Expenses	\$4,748	\$4,000	-\$748	
Total Town Administrator	\$75,906	\$132,400	\$56,494	

Town of Micanopy, Florida

For period ending May 31, 2026

	Actual	Budget	Balance	
	<u>2026</u>			
<u>General Government Operating</u>				
Operations				
Insurance - Liability	\$3,290	\$4,387	\$1,097	75%
Insurance - Property	\$13,955	\$18,607	\$4,652	75%
Office Equipment Maintenance	\$0	\$4,000	\$4,000	0%
Building Maintenance	\$2,094	\$5,000	\$2,906	42%
Utilities				
Electric - Town Hall	\$7,274	\$12,000	\$4,726	61%
Electric - Museum	\$618	\$1,200	\$582	52%
Electric - Archive	\$1,593	\$1,800	\$207	89%
Electric - Cemetery	\$260	\$550	\$290	47%
Electric - Fire Station	\$2,529	\$5,000	\$2,471	51%
Telephone - Town Hall	\$1,332	\$2,200	\$868	61%
Internet	\$1,770	\$2,600	\$830	68%
Operating Supplies	\$2,552	\$6,500	\$3,948	39%
Office Supplies	\$3,837	\$5,000	\$1,163	77%
Postage	\$229	\$500	\$271	46%
Elevator Service	\$3,608	\$2,500	-\$1,108	144%
Janitorial Supplies	\$142	\$300	\$158	47%
Pest & Termite Control	\$3,048	\$3,500	\$452	87%
Contracted Services	\$9,063	\$12,500	\$3,437	73%
Professional Services				
IT	\$4,033	\$8,500	\$4,467	47%
Auditor	\$6,000	\$10,000	\$4,000	60%
Engineering / Surveying	\$0	\$3,000	\$3,000	0%
Janitorial	\$4,000	\$6,600	\$2,600	61%
Dues and Publications	\$1,177	\$1,200	\$23	98%
Promotional	\$1,282	\$3,000	\$1,718	43%
Capital Outlay - Other Infrastructure	\$3,473	\$50,000	\$46,527	7%
CDBG-CV Grant	\$128,114	\$2,925,500	\$2,797,386	4%
Grants	\$99,260	\$0	-\$99,260	
General Govt Operations	\$304,533	\$3,095,944	\$2,791,411	

Town of Micanopy, Florida

For period ending May 31, 2026

	Actual	Budget	Balance	
	<u>2026</u>			
<u>Legal</u>				
Contractual- City Attorney	\$24,720	\$38,000	\$13,280	65%
Contractual- Land Use	\$2,500			
Advertisement	\$767	\$4,000	\$3,233	19%
Total Legal	\$27,987	\$42,000	\$16,513	
<u>Land Development Planning</u>				
Contractual - Planning Services	\$13,358	\$7,000	-\$6,358	191%
Advertisement	\$0	\$1,500	\$1,500	0%
Total and Development Planning	\$13,358	\$8,500	-\$4,858	
<u>Elections</u>				
Expenses	\$252	\$3,500	\$3,248	
Advertising	\$0	\$100	\$100	
Postage	\$0	\$50	\$50	
Total Elections	\$252	\$3,650	\$3,398	
Total General Government	\$448,232	\$3,326,814	\$2,881,083	
<u>Public Works</u>				
<u>Personnel Services</u>				
Salaries	\$24,039	\$33,313	\$9,274	72%
Health Insurance	\$6,667	\$11,000	\$4,333	61%
Overtime	\$408	\$2,500	\$2,092	16%
Part-Time	\$31,000	\$61,737	\$30,737	50%
FICA	\$3,438	\$6,048	\$2,610	57%
Medicare	\$804	\$1,414	\$610	57%
Retirement	\$0	\$0	\$0	
Uniforms	\$647	\$300	-\$347	
Total Salaries and Benefits	\$67,003	\$116,312	\$49,309	

Town of Micanopy, Florida

For period ending May 31, 2026

	Actual	Budget	Balance	
	<u>2026</u>			
Operating expenses				
Street Lights	\$11,999	\$21,208	\$9,209	57%
Insurance - Auto	\$3,747	\$4,996	\$1,249	75%
Insurance - Liability	\$298	\$397	\$99	75%
Insurance - Property	\$2,298	\$3,064	\$766	75%
Workmans Comp	\$3,673	\$5,500	\$1,827	67%
School Signal Maintenance	\$804	\$675	-\$129	119%
Repairs and Maint- Equip	\$289	\$1,800	\$1,511	16%
Operating Supplies	\$8,111	\$10,000	\$1,889	81%
Uniforms	\$647	\$300	-\$347	216%
Professional Development	\$0	\$500	\$500	
Vehicle Repair / Maintenance	\$78	\$750	\$672	10%
Fuel	\$2,146	\$5,500	\$3,354	39%
Street Maintenance	\$1,440	\$5,000	\$3,560	29%
Tree Removal	\$1,500	\$7,500	\$6,000	20%
Contract Services	\$0	\$7,500	\$7,500	0%
Capital Outlay	\$62,748	\$42,000	-\$20,748	149%
Total Operating Supplies	\$99,778	\$116,690	\$16,912	
Total Public Works	\$166,781	\$233,002	\$66,221	
<u>Public Safety</u>				
Fire Safety Fund Contribution	\$135,000	\$135,000	\$0	100%
Total Public Safety	\$135,000	\$135,000	\$0	

Town of Micanopy, Florida

For period ending May 31, 2026

	Actual	Budget	Balance	
	<u>2026</u>			
<u>Parks</u>				
Operating expenses				
Utilities - parks	\$8,052	\$9,350	\$1,298	86%
Insurance - Property	\$2,206	\$2,245	\$39	98%
Maintenance & Repairs	\$1,854	\$2,200	\$346	84%
Operating Supplies	\$5,901	\$4,000	-\$1,901	148%
Tree City	\$0	\$600	\$600	0%
Special Events - Independence Day	\$0	\$7,500	\$7,500	0%
Special Event - Light up Micanopy	\$858	\$1,500	\$642	57%
Special Event -Halloween	\$0	\$500	\$500	0%
Special Event - Other Events	\$0	\$750	\$750	0%
Community Garden	\$2,359	\$0	-\$2,359	
Wild Spaces Public Places	\$382	\$0	-\$382	
Capital Outlay - WSPP	\$15,268	\$280,000	\$264,732	5%
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Total Parks	\$36,880	\$308,645	\$271,765	
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Total Expenditures	\$786,893	\$4,003,461	\$3,219,069	
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Net Revenue Over Expenses	(\$130,682)	(\$0)	\$126,681	
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Town of Micanopy, Florida

Solid Waste Fund

For period ending May 31, 2026

	Actual	Budget	Balance	
		<u>2026</u>		
<u>Revenues</u>				
Charges				
Solid Waste Charges	\$75,842	\$121,303	\$45,461	63%
Total Charges	\$75,842	\$121,303	\$45,461	
Total Revenues	\$75,842	\$121,303	\$45,461	
<u>Expenditures</u>				
Contractual Services - Residential	\$37,260	\$66,900	\$29,640	56%
Contractual Services - Commercial	\$27,415	\$48,253	\$20,838	57%
Operating Supplies	\$0	\$150	\$150	0%
Transfer to Water Fund	\$0	\$6,000	\$6,000	0%
Total Expenditures	\$64,675	\$121,303	\$56,628	
Net Revenue Over Expenses	\$11,167	\$0	-\$11,167	

Town of Micanopy, Florida

Water Fund

For period ending May 31, 2026

	Actual	Budget	Balance	
		<u>2026</u>		
Revenues				
Operating Income				
Charges				
Water Use	\$136,071	\$209,470	\$73,399	65%
Service Charge	\$5,376	\$8,000	\$2,624	67%
Backflow Testing	\$0	\$4,500		
New Connection	\$1,500	\$0	-\$1,500	
Interest	\$5,915	\$8,000	\$2,085	74%
Total Charges	\$148,862	\$229,970	\$76,608	
Other				
Transfer from Solid Waste	\$0	\$6,000	\$6,000	0%
SRF Grant / Loan - Planning & Design	\$58,496	\$177,500	\$119,004	33%
SRF Grant / Loan - construction	\$58,496	\$1,442,700	\$1,384,204	4%
Prior year ARPA	\$0	\$301,542	\$301,542	0%
Legislative Appropriations	\$0	\$371,000	\$371,000	0%
CDBG Grant meter replacement	\$0	\$650,000	\$650,000	0%
Total Other	\$116,992	\$2,948,742	\$1,804,750	
Total Revenues	\$265,854	\$3,178,712	\$1,881,358	

Expenditures

Personnel Services

Salaries - Operation	\$59,143	\$98,937	\$39,794	60%
Overtime	\$4,060	\$5,000	\$940	81%
Health Insurance	\$7,170	\$13,200	\$6,030	54%
FICA	\$3,919	\$6,444	\$2,525	61%
Medicare	\$916	\$1,507	\$591	61%
Retirement	\$1,275	\$1,950	\$675	65%
Workers Comp	\$1,500	\$2,000	\$500	75%
Total personnel Services	\$77,983	\$129,038	\$51,055	

Operating Expenses

Contractual Services				
Water Operator	\$7,239	\$12,000	\$4,761	60%
Audit	\$2,000	\$7,500	\$5,500	27%
Annual Service Contract	\$12,011	\$12,500	\$489	96%
Backflow Prevention	\$2,880	\$4,500	\$1,620	64%
Billing Software	\$4,540	\$3,200	-\$1,340	142%
Professional Development	\$0	\$2,000	\$2,000	0%
Uniforms	\$545	\$0	-\$545	
Postage	\$2,000	\$2,500	\$500	80%
Utilities - Electricity	\$2,352	\$7,200	\$4,848	33%
Utilities - Communication Line	\$317	\$750	\$433	42%

Town of Micanopy, Florida

For period ending May 31, 2026

	Actual	Budget	Balance	
		2026		
Insurance				
Liability	\$3,290	\$4,387	\$1,097	75%
Property	\$3,763	\$5,017	\$1,254	75%
Maintenance				
Building	\$1,603	\$1,000	-\$603	160%
Equipment	\$131	\$2,500	\$2,369	5%
Water Testing	\$3,730	\$5,500	\$1,770	68%
Water Line Repairs	\$0	\$2,000	\$2,000	0%
Operating Supplies	\$3,291	\$1,500	-\$1,791	219%
Office Supplies	\$0	\$750	\$750	0%
Chemicals	\$3,819	\$7,000	\$3,181	55%
Dues	\$281	\$1,500	\$1,219	19%
Total Operating Expense	\$53,792	\$83,304	\$29,512	
Total Personnel and Operating	\$131,775	\$212,342	\$59,024	
Other				
Capital	\$0	\$5,000	\$5,000	0%
Capital Improvement - Planning & Design	\$116,992	\$742,600	\$625,608	16%
Capital Improvement - Construction	\$0	\$1,442,700	\$1,442,700	0%
Capital Improvement - Meters	\$0	\$650,000	\$650,000	0%
Transfer to General Fund	\$0	\$1,500	\$1,500	0%
Total Other Expenses	\$116,992	\$2,841,800	\$2,724,808	
Total Water Fund Expenses	\$248,767	\$3,054,142	\$2,783,832	
Net income/ (loss)	\$17,087	\$124,570	(\$902,474)	

The Town of Micanopy
Balance Sheet
 As of May 31, 2026

	May 31, 26
ASSETS	
Current Assets	
Checking/Savings	
11000 · Cash	
11001 · Checking-Community State (.25)	2.29
11004 · General Fund	117,928.94
11005 · Enterprise Fund	129,555.89
11006 · Customer Deposit	31,037.29
11007 · CDBG	50.00
11008 · Money Market Account	31.48
1109 · Debt Service Account	364,978.42
11024 · 11024 - FL FIT	1,700,000.00
Total 11000 · Cash	2,343,584.31
11450 · Petty Cash	100.00
Total Checking/Savings	2,343,684.31
Accounts Receivable	
11500 · Accounts Receivable	
115099 · Unbilled Receivable for Water	15,246.00
11506 · A/R - Water Customers	31,106.62
11508 · A/R - FL Dept of Transportation	7,311.09
11509 · A/R - Miscellaneous	312.75
11510 Grant Reimbursement	72,000.00
Total 11500 · Accounts Receivable	125,976.46
Total Accounts Receivable	125,976.46
Other Current Assets	
11025 · Raymond James Brokerage	23,918.31
13900 Due from General Fund	7,283.00
12100 · Inventory Asset	100.00
13700 · Due from Other	40,683.12
Total Other Current Assets	71,984.43
Total Current Assets	2,541,645.20
Fixed Assets	
15000 · Capital Outlays	
15003 · Construction in Process	75,000.11
15005 · Equipment	50,746.00
15002 · Buildings	1,229,035.00
15001 · Land	20,770.00
16000 · Accumulated Depreciation	-445,263.26
Total 15000 · Capital Outlays	930,287.85
Total Fixed Assets	930,287.85
Other Assets	
210500 Unearned Income	-226,542.00
Total Other Assets	-226,542.00
TOTAL ASSETS	3,245,391.05
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-104.65
Total Accounts Payable	-104.65
Other Current Liabilities	
210050 Settlement Liability	2,000.40

The Town of Micanopy
Balance Sheet
As of May 31, 2026

	May 31, 26
24700 · Due to Utility Fund	7,283.00
26001 Due to Customer Deposit	225.00
21000 · Accounts Payable - Vendors	75,700.00
22000 · Deferred Compensation Payable	425.00
24000 · Payroll Liabilities	3,805.93
25000 · Accrued Compensated Absences	6,745.75
25500 · Accrued Payroll	
25501 · Accrued Payroll - General	-10,904.90
25500 · Accrued Payroll - Other	27,795.93
Total 25500 · Accrued Payroll	16,891.03
Total Other Current Liabilities	113,076.11
Total Current Liabilities	112,971.46
Long Term Liabilities	
26000 · Water Deposits	31,271.71
Total Long Term Liabilities	31,271.71
Total Liabilities	144,243.17
Equity	
29000 · Restricted Fund Balance	
29001 · Fund Balance - General	42,233.00
29002 · Fund Balance - Water Department	996,885.00
29003 · Fund Balance - Streets	294,551.00
29005 · Fund Balance - WSPP 2016	-7,479.00
29006 · Fund Balance - Town Hall Reno	84,700.00
29007 · Fund Balance - Fire Dept Reno	106,178.13
Total 29000 · Restricted Fund Balance	1,517,068.13
29999 · Unrestricted Fund Balance	1,839,461.22
Net Income	-255,381.47
Total Equity	3,101,147.88
TOTAL LIABILITIES & EQUITY	3,245,391.05



Town of _____
Micanopy

 Florida

June 9, 2026

Monthly Financial Report

The May 2026 Monthly Financial Report reflects the Town's continued strong financial position as the fiscal year enters its final quarter. General Fund revenues totaled approximately \$656,000 through May, with ad valorem tax collections reaching 92% of budget and several revenue categories, including business tax receipts, zoning permits, and traffic signal maintenance reimbursements, exceeding budgeted projections. Interest earnings continue to perform well following implementation of the Town's investment policy and diversification of available investment vehicles.

General Fund expenditures totaled approximately \$787,000 through May. Several budgeted capital and grant-funded projects, including the Community Resource Center and Wild Spaces Public Places improvements, remain in progress and account for a significant portion of year-to-date expenditures. Operating expenditures generally remain within budgetary expectations, although a few line items have exceeded appropriations and will continue to be monitored as part of the year-end budget review.

The Water Fund remains stable, generating approximately \$266,000 in revenues through May while maintaining a positive operating position. Planning and design activities associated with the State Revolving Fund water system improvements continue to advance, with grant and loan reimbursements being received as project milestones are completed.

As of May 31, 2026, the Town maintained approximately \$2.34 million in cash and investments, including \$1.7 million invested through Florida FIT. Staff will continue to closely monitor revenues, expenditures, and cash flow as preparations begin for the Fiscal Year 2026-2027 budget.

706 NE Chokolka Blvd.
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townhall@micanopytown.com



Town of _____
Micanopy
_____ Florida

AGENDA ITEM CORRESPONDENCE

Town Commission Meeting

Agenda Item: Award of Informal Request for Qualifications (RFQ) – Tree Trimming, Maintenance, and Removal Services

Prepared By: Sara Samario, Town Administrator

Background

The Town of Micanopy issued an Informal Request for Qualifications (RFQ) seeking qualified contractors to provide tree trimming, canopy maintenance, tree removal, debris hauling, and related services on an as-needed basis. The RFQ was advertised with a submission deadline of June 1, 2026. The Town reserved the right to select one or multiple contractors to perform services as needed.

The purpose of this RFQ is to establish a qualified contractor that can assist the Town with routine tree maintenance, hazardous tree removals, emergency storm response, and other tree-related services on public property and rights-of-way.

Response Received

The Town received one qualification package from **The Wood Doctor Tree Service**. The submission included:

- Company qualifications and experience performing tree trimming, canopy maintenance, hazardous tree removal, storm cleanup, and debris hauling services.
- A comprehensive equipment inventory, including a bucket truck, grapple truck, spider lift, stump grinder, skid steers, excavator, loaders, and forestry mulcher.
- References demonstrating experience with both public and private sector clients.
- Proof of insurance coverage, including general liability, workers' compensation, and automobile liability insurance.
- Routine and emergency response time commitments.
- General pricing information and willingness to provide written estimates for individual projects.

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(352) 466-3121 Town Hall (352) 466-4912 Fax
townhall@micanopytown.com

Evaluation

Staff reviewed the submission and determined that The Wood Doctor Tree Service meets the minimum qualifications established in the RFQ, including experience with similar work, availability of specialized equipment, insurance coverage, and the ability to respond to routine and emergency service requests.

The company has previously performed work within the Town and has demonstrated the capability to complete tree maintenance and removal projects safely and efficiently.

Fiscal Impact

There is no direct fiscal impact associated with this award. Approval of the RFQ establishes The Wood Doctor Tree Service as a qualified contractor for future work assignments. Individual projects will be authorized and funded through approved departmental budgets as needed.

Staff Recommendation

Staff recommends that the Town Commission award the Informal Request for Qualifications for Tree Trimming, Maintenance, and Removal Services to **The Wood Doctor Tree Service** and authorize the Town Administrator to utilize the contractor on an as-needed basis in accordance with the RFQ and applicable purchasing policies.

Suggested Motion

"I move to award the Informal Request for Qualifications for Tree Trimming, Maintenance, and Removal Services to The Wood Doctor Tree Service and authorize the Town Administrator to engage the contractor for tree maintenance, tree removal, and related services on an as-needed basis consistent with approved budget appropriations and Town purchasing policies."



Town of _____
Micanopy
_____ Florida

Town of Micanopy, Florida
Informal Request for Qualifications (RFQ)
Tree Trimming, Maintenance, and Removal Services

The Town of Micanopy is seeking qualified contractors to provide tree trimming, canopy maintenance, debris removal, and tree removal services on an as-needed basis.

Scope of Services

Services may include:

- Tree trimming and pruning
- Canopy maintenance in rights-of-way and public spaces
- Removal of hazardous or fallen trees
- Emergency storm response
- Debris hauling and disposal
- Stump grinding (optional)

Minimum Qualifications

- Experience with similar municipal or commercial work
- Proper licensing (State of Florida)
- General liability and workers' compensation insurance
- Ability to respond to routine and emergency requests

Submission Requirements

Please submit:

- Company overview and experience
- List of equipment
- At least three (3) references
- Proof of insurance
- Typical response times
- Optional: hourly rates or fee schedule

Submission Deadline

June 1, 2026 by 5:00 PM

Submission Method

Email to: SSamario@micanopytown.com

Subject Line: *RFQ – Tree Services*

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

Additional Information

The Town may select one or multiple contractors. Work will be assigned on an as-needed basis. The Town reserves the right to reject any or all submissions.

Contact

Sara Samario

SSamario@micanopytown.com

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

Response to Informal Request for Qualifications (RFQ)

Tree Trimming, Maintenance, and Removal Services

Town of Micanopy, Florida

Submitted By:

The Wood Doctor Tree Service

Corey Ferguson

P.O. BOX 129

Phone: (352) 816-0826

Email: wooddoctortree@yahoo.com

Company Overview and Experience

The Wood Doctor Tree Service is a professional tree service company providing tree trimming, pruning, canopy maintenance, hazardous tree removal, storm cleanup, debris hauling, and related arboricultural services throughout North Central Florida.

Our company is committed to safe, efficient, and professional tree care services for residential, commercial, and municipal clients. We have experience handling routine maintenance, hazardous removals, storm response, and right-of-way canopy management while maintaining a strong focus on safety, property protection, and customer satisfaction.

We are fully insured and equipped to perform both scheduled and emergency services. Our crew members are experienced in operating specialized tree equipment and following industry safety standards.

Services provided include:

- Tree trimming and pruning
- Canopy maintenance
- Hazardous tree removal
- Storm cleanup and emergency response
- Debris hauling and disposal
- Stump grinding
- Right-of-way clearing
- Residential and commercial tree services
- MOT CERTIFIED

Equipment List

Our company maintains professional-grade equipment necessary to perform municipal and commercial tree services, including:

- Bucket truck
- Spider Lift (on tracks and goes through a 36in walk gate with little ground damage)
- Grapple truck
- Chainsaws and pole saws
- Stump grinder
- (3) Skid steers/(1) mini skid steer
- Dump trailer
- Climbing and rigging equipment
- Safety equipment and traffic control devices
- 210 John Deer Excavator
- Cat loader 928
- 621 case loader
- Forestry Mulcher

Additional equipment can be made available as needed depending on project scope and emergency response requirements.

References

Reference 1

Company/Client Name: Town Of Micanopy
Contact Person: Sara Samario
Phone Number: 352-466-3121
Services Provided: Town administrator

Reference 2

Company/Client Name: Hood Properties

**Contact Person: Kim Hood **
Phone Number: 352-895-0971
Services Provided: property tree maintenance

Reference 3

Company/Client Name: W Group Property Management
Contact Person: Ashley Fletcher

Phone Number: **352-224-6400**
Services Provided: Property tree maintenance

Proof of Insurance

King Risk Partners, LLC

- General Liability Insurance Policy Number 626B017895
- Workers' Compensation Insurance Policy Number 196-59383
- Automobile Liability Policy Number 981379536

Bridgefield Insurance Casualty Company

Workers' Compensation Insurance Policy Number 196-59383

Certificates of insurance can be provided upon request.

Typical Response Times

Routine service requests are typically responded to within 24–72 hours depending on workload and project scope.

Emergency storm response and hazardous tree situations are prioritized and responded to as quickly as possible, including after-hours and weekend emergency services when necessary.

Optional Fee Schedule/Hourly Rates

The following rates are provided as general pricing guidelines and may vary depending on project complexity, equipment required, accessibility, and emergency conditions.

- Day Rate 8 hour working day with crew and equipment \$5000
- Debris hauling and disposal: \$300 for 1 load of 40 yards of debris

Written estimates will be provided for individual projects upon site inspection.

Additional Information

The Wood Doctor Tree Service appreciates the opportunity to submit qualifications to the Town of Micanopy. We take pride in providing dependable, professional, and fairly priced tree services while maintaining a strong commitment to safety and quality workmanship.

If additional information is needed, please contact:

Corey Ferguson
The Wood Doctor Tree Service
Phone: (352) 816-0826

Email: wooddoctortree@yahoo.com

The Wood Doctor Tree Service

352-816-0826



Town of _____
Micanopy

 Florida

AGENDA ITEM REPORT

Meeting Date: June 9, 2026

Agenda Item: Summary Report of Limited Forensic Evaluation – Town Hall

Background

In response to concerns regarding cracking observed within Town Hall and reports of doors becoming difficult to operate, the Town retained GSE Engineering & Consulting, Inc. to perform a limited forensic evaluation of the Town Hall building located at 706 NE Cholokka Boulevard. The purpose of the evaluation was to assess the severity of the observed damage, identify potential causes, and determine whether remedial repairs are warranted.

Town Hall was constructed in 1895 and consists of a two-story brick and wood-frame structure supported by brick and mortar piers on shallow foundations. The building contains approximately 10,290 square feet.

Summary of Findings

GSE conducted a site reconnaissance, floor elevation surveys, subsurface borings, and laboratory testing. The investigation identified differential settlement within portions of the building, particularly in the vicinity of the second-floor storage room and the Council Chamber below.

According to the report, the most significant contributor to the recent movement appears to be the long-term storage of approximately 200 file boxes containing paper records in a second-floor storage room. GSE concluded that the weight of these materials exceeded the intended loading capacity of the floor system and contributed to settlement of supporting floor members and foundations.

The evaluation also noted the presence of organic materials, roots, and buried debris beneath portions of the structure, conditions that may contribute to localized settlement over time. However, laboratory testing found no evidence that expansive soils are a primary cause of the observed movement.

Correspondence Importantly, GSE determined that the cracking observed throughout the building is largely cosmetic in nature and is consistent with the age and construction type of the structure. The report further concludes that the building remains suitable for everyday use and does not present a structural safety concern.

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

Recommendations

To improve the serviceability of the building and address uneven floors and door operation issues, GSE recommends installation of supplemental pier foundations and/or supporting beams beneath affected areas. The report recommends that a qualified foundation repair contractor prepare shop drawings for engineering review prior to construction. Any lifting of the structure should be performed carefully and should not exceed one-half inch in order to minimize the risk of additional damage.

Town staff have already removed the majority of the paper records from the second-floor storage area to eliminate the excessive loading identified in the report.

Fiscal Impact

At this time, no funding request is associated with this agenda item. Staff will obtain proposals from qualified contractors for the recommended stabilization work and return to the Commission with repair alternatives and associated costs for consideration during a future meeting.

Staff Recommendation

This item is presented for informational purposes only. Staff recommends that the Town Commission receive the report and provide any direction it deems appropriate regarding future evaluation, design, and repair efforts.

Attachments

1. GSE Engineering & Consulting, Inc. – Summary Report of a Limited Forensic Evaluation, Micanopy Town Hall, dated May 14, 2026.



Engineering & Consulting, Inc.

**SUMMARY REPORT OF A
LIMITED FORENSIC EVALUATION**

**MICANOPY TOWN HALL
MICANOPY, ALACHUA COUNTY, FLORIDA**

GSE PROJECT NO. 17318

Prepared For:

TOWN OF MICANOPY

MAY 2026

May 14, 2026

Sara S. Samario, Town Administrator
Town of Micanopy
706 NE Chokolka Boulevard, P.O. Box 137
Micanopy, Florida 32667

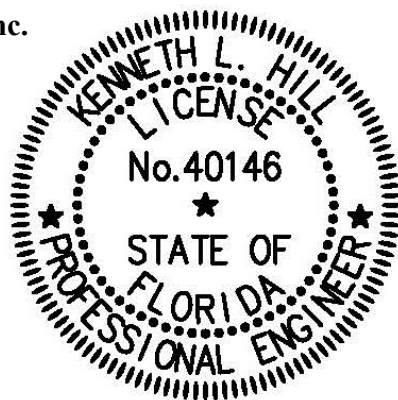
Subject: Summary Report of a Limited Forensic Evaluation
Micanopy Town Hall
Micanopy, Alachua County, Florida
GSE Project No. 17318

GSE Engineering & Consulting, Inc. (GSE) is pleased to submit this report of a limited forensic evaluation of the Micanopy Town Hall in Micanopy, Alachua County, Florida. This report summarizes an evaluation by GSE and provides our opinion of the cause of damage in the building and provides recommendations for stabilizing the foundations of the building.

GSE appreciates this opportunity to have assisted you on this project. If you have any questions or comments concerning this report, please contact us.

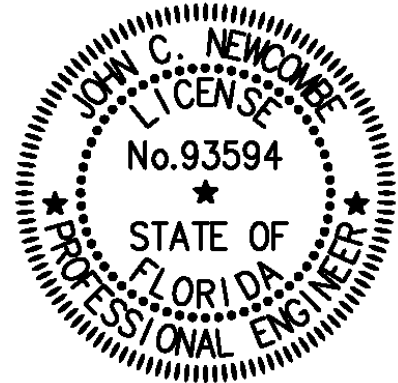
Sincerely,
GSE Engineering & Consulting, Inc.

This item has been digitally signed and sealed by
Kenneth L Hill Digitally signed
by Kenneth L Hill
Date: 2026.05.14
17:03:50 -04'00'
on the date adjacent to the seal. Printed copies
of this document are not considered signed and
sealed and the signature must be verified on any
electronic copies.



Kenneth L. Hill, P.E.
Principal Engineer – Geotechnical
Florida Registration No. 40146

This item has been digitally signed and sealed by
John C Newcombe Digitally signed by John C Newcombe
DN: CN=John C Newcombe,
o=GSE Engineering & Consulting, Inc.,
ou=Unaffiliated, C=US
Date: 2026.05.14 15:46:13 -04'00'
on the date adjacent to the seal. Printed copies
of this document are not considered signed and
sealed and the signature must be verified on any
electronic copies.



John C. Newcombe, P.E.
Senior Engineer – Structural
Florida Registration No. 93594

KLH/JCN:ilf
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Distribution: Addressee (1 – Electronic); File (1)

GSE Engineering & Consulting, Inc.
5590 SW 64th Street, Suite B
Gainesville, Florida 32608
(352) 377-3233 Phone ♦ (352) 377-0335 Fax
www.gseengineering.com

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1. Project Site Location Map
2. Site Plan Showing Approximate Locations of Field Tests
3. Relative Floor Elevation Survey – First Floor
4. Relative Floor Elevation Survey – Second floor
5. Crawlspace Observation Locations
6. First Floor and Exterior Observation Locations
7. Second Floor Observation Locations

1.0 INTRODUCTION

1.1 General

GSE Engineering & Consulting, Inc. (GSE) was retained to conduct a limited forensic evaluation of the Micanopy Town Hall located at 706 NE Chokolka Boulevard in Micanopy, Alachua County, Florida (Figure 1).

1.2 Project Description

The Micanopy Town Hall is two-story, brick and wood frame construction. According to the Alachua County Property Appraiser's web site, the structure was constructed in 1895 and has a total area of about 10,290 square feet.

Cracking damage developed in the western end of the ground floor of the building on the north side of the hallway over the past few months. The damage consists of a diagonal crack above a door frame. We understand there are doors on the second floor at the east end of the building that are out of square and bind in the frame.

1.3 Purpose

The purpose of this evaluation was to determine the severity of the damage in the building and to determine whether any remedial repairs are warranted.

2.0 SITE RECONNAISSANCE

Mr. Everett L. Skipper E.I., Adam Davis, and Chauncey L. Garrison II, with GSE, visited the site on March 18, 2026 to perform our site reconnaissance. Members of the Micanopy Town Hall staff were present during our site visit.

2.1 General Site Observations

The building is two-story, brick and wood frame construction supported by brick and mortar piers on shallow foundations. The building faces east. The floor systems consist of wood beams and joists. The exterior walls are brick construction. The interior walls are covered with plastered wallboard, the drop ceiling consists of mineral fiber ceiling tiles, and the flooring within the building consists of laminate vinyl plank, hardwood flooring, ceramic tile, and carpet. There are historical remedial floor repairs within the crawl space consisting of floor beam repairs and newer CMU pier foundations.

Gutters are present along portions of the rooflines with downspouts that discharge the water away from the building. Appreciable erosion was not observed near the foundations. Landscaping consists of shrubs along the perimeter of the building and small to large trees around the majority of the property.

2.2 Summary of Damage Observations

The maintenance personnel onsite gave historical testimony relating to the building's condition, going back multiple decades. GSE was informed that the current condition of the building had remained relatively unchanged for (approximately) the last 50 years. Minor water damage events and repairs were described without major structural concerns. The main concern relayed to GSE was concentrated at the area below and surrounding a level 2 storage room and the corresponding level 1 council room below.

Most of the concerns described were related to doors that were previously operable are now difficult to open and close, as well as floors that have substantial elevation changes.

During our discussions with maintenance personnel, GSE was informed that a level 2 room was used as storage for a large number (approximately 200) file boxes. These file boxes were estimated to be 24"x12"x10" each and were described as being completely filled with paper files and documents.

Cracking and separation damage were noted on both the interior and exterior of the building. Figure 2 illustrates the overall layout and observed representative damage to the interior and exterior of the building.

Damage within the interior of the building consists of separations between some of the doors and door frames (1/4" to 1/2" in width), cracks in the wallboards (hairline to 1/16" in width), cracks in the walls above the corners of some of the windows (hairline to 1/16" in width), and separations between the floors and walls in the level 1 council room and level 2 storage room (1/4" to 1/2" in width).

Exterior damage consists of cracks in the brick walls (approximately hairline to 1/16" in width) and cracking and voids within the mortar joints of the brick knee wall at the main entrance.

3.0 PUBLISHED DATA REVIEW

This section presents a review of readily available published information related to topography and soil survey information.

3.1 Review of Published Topographic Data

The Alachua County Growth Management website indicates the ground surface elevations in the area of the building are near 110 feet¹. The building is located on a fairly level lot. Regional topography is gently to moderately sloping hills.

3.2 Review of Published Soil Information

The Alachua County Soil Survey² maps as one soil type in the vicinity of the building. The following soil description is from the County soil survey.

Newnan sand - This nearly level, somewhat poorly drained soil is in small to relatively large areas in the flatwoods. Slopes are nearly level to slightly convex and range from 0 to 2 percent. The areas generally range from about 10 to 250 acres.

Typically, the surface layer is dark gray sand about 5 inches thick. The subsurface layer is light brownish gray sand to a depth of 12 inches. The upper part of the subsoil is 4 inches of dark brown sand, in which the sand grains are well coated with organic material, and 4 inches of dark brown sand that is mottled. Below this is a leached layer of light gray to white sand to a depth of 56 inches. The lower part of the subsoil is loamy, light gray, and mottled. The upper 3 inches is loamy sand, the next 16 inches is fine sandy loam, and the lower 7 inches is sandy clay loam.

Included with this soil in some areas are Mulat, Pomona, Sparr, and Wauchula soils. In some areas are soils that have characteristics similar to Newnan soils except that they have a brown, organically stained layer directly below the surface layer or have only 1 to 3 inches of leached, light gray or white material between the surface layer and the stained layer. About 65 acres mapped as Newnan soil is within the flood plain of the Santa Fe River and is occasionally flooded. Total included areas are about 20 percent or less.

This Newnan soil has a water table that is at a depth of 18 to 30 inches for 1 to 2 months during most years and at a depth of 30 to 60 inches for 2 to 5 months. During drier periods, it is at a depth of more than 60 inches. The available water capacity is very low to low to a depth of about 12 inches and low to medium from 12 to 82 inches. Permeability is rapid to a depth of about 12 inches, moderately rapid to rapid from 12 to 16 inches, rapid from 16 to 56 inches, moderately rapid from 56 to 59 inches, and slow to moderately slow from 59 to 82 inches. Natural fertility is low in the sandy upper 56 inches and medium in the loamy subsoil below. Organic matter content is moderately low.

¹ Alachua County Growth Management website, <http://mapgenius.alachuacounty.us/>.

² Soil Survey of Alachua County, Florida. Soil Conservation Service, U.S. Department of Agriculture.

4.0 FIELD AND LABORATORY TESTS

4.1 General Description

The procedures used for field sampling and testing are in general accordance with industry standards of care and established engineering and geological investigation practices for this geographic region. This exploration consisted of performing a relative floor elevation survey, a foundation test pit, Standard Penetration Test borings, and laboratory tests on samples recovered from the site. The following sections describe our field and laboratory testing program in more detail.

4.2 Auger Borings

The auger borings were performed in accordance with ASTM D1452. The borings were performed with hand auger equipment that was rotated into the ground in a manner that reduces soil disturbance. After penetrating to the required depth, the auger was retracted and the soils collected on the auger flights were field classified and placed in sealed containers. Representative samples of each stratum were retained from the auger boring. Results from the auger borings are provided in Section 5.1. The auger boring locations are indicated on Figure 2.

4.3 Relative Floor Elevation Surveys

A relative floor elevation survey of the interior was performed using a Zip Level Pro[®]. Data for the floor elevation survey was collected at random points in the rooms that were readily accessible. GSE does not move furniture to obtain the floor elevation data. The data is accurate to approximately 0.1 inch. The data is used in a computer model that plots contours of the relative elevation of the floor slab. The floor elevation survey map is not prepared by a licensed surveyor, and is not to be considered a survey as regulated by §472, Florida Statutes. The results of the relative floor elevation survey are provided on Figures 3 and 4.

4.4 Soil Laboratory Tests

The soil samples recovered from the soil borings were returned to our laboratory, and examined to confirm the field descriptions. Representative samples were then selected for laboratory testing. The laboratory tests consisted of the percent soil fines passing the No. 200 sieve determinations, natural moisture content determinations, Atterberg Limits tests, and an organic content determination. These tests were performed in order to aid in classifying the soils and to further evaluate their engineering properties. The laboratory tests are provided in Section 8.2.

5.0 FINDINGS

This section summarizes the findings of the field and laboratory services.

5.1 Relative Floor Elevation Survey Results

The first-floor interior relative floor elevation survey indicates approximately 4.5 inches of elevation change occurs across the floor. The approximate northern half of the building is relatively level, with elevations generally ranging from about 3.0 to 3.5 inches, indicating less than approximately 0.5 inches of variation across that area. The southeastern portion of the building exhibits a gradual slope downward toward the south, with approximately 2.5 to 3.0 inches of elevation change across that portion of the building. The lowest elevations, on the order of approximately 0.5 to 1.0 inches, are observed in the southeastern portion of the floor.

The second-floor interior relative floor elevation survey indicates approximately 4.9 inches of elevation change occurs across the floor. The floor elevations generally range from about 3.0 to 4.5 inches across much of the building, indicating moderate variability. A distinct low area, with elevations on the order of approximately 0.5 to 1.0 inches, is present in the southeastern portion of the building, consistent with the first-floor trends. Additionally, a secondary low area with elevations of approximately 1.0 to 2.0 inches is observed in the northwestern portion of the second floor. These areas have about 2.5 to 3.5 inches of elevation difference relative to nearby higher areas, indicating movement across the building, with the greatest settlement in the southeastern portion and some variation toward the northwest.

The relative floor elevation survey results are provided on Figures 3 and 4.

5.2 Auger Boring Results

Three (3) hand auger borings were performed at the site around the perimeter of the building. The selected boring locations considered the damage to the building and relative floor elevation survey. The soil boring locations are shown on Figure 2. Descriptions for the soils encountered are based on visual observations of the recovered soil samples and the laboratory testing performed. Stratification boundaries between the soil types should be considered approximate, as the actual transition between soil types may be gradual. The complete boring logs are provided in Section 8.1. The key to soil classifications is provided in Section 8.3.

The auger borings typically penetrated 3 to 3.7 feet of sand with silt (SP-SM). This was underlain by interbedded strata consisting of sand with silt and trace clay, silty to very silty sand, clayey sand, and cemented sand (SP-SM, SM, SC, SP) to depths of 6 to 6.5 feet bls. Boring HA-1 encountered brick debris approximately 5.25 feet bls. Borings HA-2 and HA-3 encountered cemented sand at approximately 6 feet bls.

The groundwater table was not encountered within a depth of 6 feet bls at the boring locations.

5.3 Laboratory Soil Analysis

Selected soil samples recovered from the soil borings were analyzed in order to aid in classifying the soils and to further evaluate their engineering properties. The laboratory tests consisted of three (3) percent passing the No. 200 sieve determinations, three (3) natural moisture content determinations, two (2) Atterberg Limits tests and one (1) organic content determination. Soil samples selected for laboratory testing were collected from depths of 3 to 5.5 feet bls. The complete laboratory report is provided in Section 8.2.

The laboratory tests indicate the tested soils consist of clayey sand, sand with silt and organics, and very silty sand.

The tested clayey sand (SC) contains 26 percent soil fines passing the No. 200 sieve and has a natural moisture content of about 15 percent. The tested sand with silt (SP-SM) contains approximately 16 percent soil fines passing the No. 200 sieve with a natural moisture content of about 15 percent. The tested very silty sand (SM) contains approximately 32 percent soil fines passing the No. 200 sieve and has a natural moisture content of about 18 percent.

The Atterberg Limits test indicates the clayey sand has a Liquid Limit (LL) value of 26, Plastic Limit (PL) value of 11, and Plasticity Index (PI) value of 15. This corresponds to materials with low potential (LL < 50 and PI < 25) for expansive behavior³. The tested very silty sand (SM) indicates it is nonplastic.

The organic content determinations indicate the tested sand with silt (SP-SM) contains approximately 3.9 percent organic matter. Typically, soils with greater than 5 percent organic content are considered unsuitable for shallow foundation support.

³ U.S. Department of the Army USA, 1983, Foundations in Expansive Soils, TM 5-818-7, p. 4-1.

6.0 EVALUATION

In this section of the report, we present our evaluation of the site and subsurface conditions, in addition to our evaluation of the damage to the building.

6.1 Summary Evaluation of Site and Subsurface Conditions

The material types and depths encountered by the soil borings are generally consistent with the County Soil Survey mappings. The borings indicate the subsurface soils beneath the building consist primarily of sand with silt, silty sand, sand with clay, and clayey sand within the upper approximately 5 to 6 feet, underlain by cemented sand.

The investigation identified the presence of small amounts of organic materials, including roots and minor organic content, interbedded within the near-surface soils beneath the building. In addition, red brick fragments were encountered within the subsurface soils, indicating the possible presence of buried debris. Organic materials at shallow depths are susceptible to decomposition over time, which can result in a reduction in soil volume and localized settlement. Additionally, the presence of roots may lead to the formation of voids as they decay, further reducing the soil's ability to provide uniform support. Similarly, buried debris may not provide uniform support and can result in localized weak zones. The variability in the distribution of these materials can contribute to differential settlement across the building.

The investigation also identified the presence of clayey sand within the shallow subsurface soils. Laboratory testing indicates these soils exhibit low potential for expansive behavior and are not considered a primary contributor to the observed movement; however, they may still exhibit minor volume change or strength variation with changes in moisture conditions.

6.2 Structural Summary Evaluation of Observed Damage

The observed damage at the Micanopy Town Hall building is mainly attributed to differential floor and foundation movement, likely caused by localized settlement associated with the overloading of the foundations and floor members below the level 2 file storage room and level 1 council room.

Other types of damage observed included areas of historical settlements, wall cracking in both the exterior and interior walls, cracking and voids in the mortar joints of a brick knee wall, and separations between the wall and floor of the level 2 file storage room and level 1 council room.

The weight attributed to the number of file boxes in the level 2 storage room exceeds the allowable deadload that the floor systems of the Micanopy Town Hall are intended to support. Because of this concentrated loading, the foundations below this storage room have settled, along with differential deflections and settlements in the supporting floor members.

Historical differential settlements were observed within the floor systems of the subject building. Maintenance personnel described that these settlements had been observed decades ago and were not a concern. Refer to Figures 3 & 4 for the results of the Relative Floor Elevation Surveys.

The cracking and separation damage observed within the walls of the structure were within the expected range for a building of this age and construction type. Additionally, the observed differential settlements could have contributed to this cracking and separation damage. This cracking is cosmetic and is not considered a structural concern.

Micanopy Town Hall

Micanopy, Alachua County, Florida

GSE Project No. 17318

Item # 14.

The cracking and voids observed within the brick knee wall at the main entrance is cosmetic and is not considered a structural concern. This is a maintenance issue that should be corrected to prevent future deterioration.

The observed cosmetic damage is attributed to material shrinkage, thermal expansion and contraction, construction workmanship, influence of age, material deterioration, and differential foundation movement. Contributing factors to the differential foundation movement that cannot be ruled out within a reasonable professional probability include post-construction settlement due to very loose to loose near-surface sandy soils, the consolidation and compression of organic-rich materials, and effects of highly expansive clay-rich soils.

It is GSE's opinion that the Micanopy Town Hall structure is suitable for everyday use. For usability and serviceability, GSE recommends that improvements be made to alleviate some of the concerns described including doors not opening or operating correctly as well as uneven floors.

7.0 RECOMMENDATIONS

In order to improve the serviceability of the Micanopy Town Hall structure, GSE recommends that new pier foundations be installed below existing deflected supporting floor beams or that new beams and pier foundations be constructed to supplement the existing foundation system. Bottle jacks should be installed at the top of each new pier. These bottle jacks would be used to methodically and uniformly support and lift the areas of the greatest differential settlement.

GSE recommends that a foundation repair contractor submit a shop drawing for GSE to review. This shop drawing should describe the construction of the new pier foundations to be installed. For the lifting operations, GSE recommends a maximum of ½” of lift. Any lifting performed beyond this limit is likely to cause additional structural damage to the structure.

Lifting operations should be monitored and performed in a controlled and methodical process. Please be aware that all lifting procedures have a chance to cause cosmetic damage in the walls, floors, and ceilings of the existing structure. Should unexpected shifting, cracking, or any other damage be observed during the lifting procedures, lifting operations should cease immediately and the engineer of record should be notified.

8.0 FIELD DATA

8.1 Auger Boring Logs



GSE Engineering
 5590 SW 64th St
 Gainesville, FL 32608
 Telephone: 3523773233

Item # 14.

CLIENT Town of Micanopy

PROJECT NAME Micanopy Town Hall

PROJECT NUMBER 17318

PROJECT LOCATION Micanopy, Alachua County, Florida

DATE PERFORMED 3/18/2026 **BORING NUMBER HA-1**

DATE PERFORMED 3/18/2026 **BORING NUMBER HA-2**

DRILLING CONTRACTOR GSE

DRILLING CONTRACTOR GSE

GROUND WATER LEVELS: LOGGED BY CLG

GROUND WATER LEVELS: LOGGED BY CLG

▼ AT TIME OF DRILLING NE CHECKED BY CLG

▼ AT TIME OF DRILLING NE CHECKED BY CLG

▽ ESTIMATED SEASONAL HIGH 1.5 ft

▽ ESTIMATED SEASONAL HIGH 1.5 ft

NOTES _____

NOTES _____

AB 2 PORTRAIT - GINT STD US.GDT - 4/17/26 09:55 - Q:\PROJECTS\17318 MICANOPY TOWN HALL\17318 BORINGS\17318 BORINGS.GPJ

DEPTH (ft)	GRAPHIC LOG	SAMPLE TYPE NUMBER	MATERIAL DESCRIPTION	DEPTH (ft)	GRAPHIC LOG	SAMPLE TYPE NUMBER	MATERIAL DESCRIPTION
0.0				0.0			
		AU 1	(SP-SM) Dark gray SAND with silt and small roots			AU 1	(SP-SM) Gray SAND with silt and roots
			(SP-SM) Pale gray SAND with silt				
		AU 2				AU 2	(SP-SM) Pale gray SAND with silt and roots
2.5				2.5			
		AU 3	(SM) Brown silty SAND			AU 3	(SP-SM) Dark brown SAND with silt and organics
							%PASS-200 = 16 MC = 15 ORG = 3.9
		AU 4	(SP-SC) Gray, brown, and orange SAND with clay			AU 4	(SP-SM) Brown and tan SAND with silt and trace clay
5.0				5.0			
		AU 5	(SC) Gray and orange clayey SAND <i>Red brick identified at 5.25 ft bls.</i> %PASS-200 = 26 MC = 15 LL = 26 PL = 11 PI = 15			AU 5	(SC) Gray clayey SAND with cemented sand fragments
			Bottom of borehole at 6.0 feet. <i>Boring terminated due to auger refusal</i>			AU 6	(SP) Gray cemented SAND
							Bottom of borehole at 6.5 feet. <i>Boring terminated due to auger refusal.</i>

(Continued Next Page)



GSE Engineering
 5590 SW 64th St
 Gainesville, FL 32608
 Telephone: 3523773233

Item # 14.

CLIENT Town of Micanopy

PROJECT NAME Micanopy Town Hall

PROJECT NUMBER 17318

PROJECT LOCATION Micanopy, Alachua County, Florida

DATE PERFORMED 3/18/2026 **BORING NUMBER HA-3**

DRILLING CONTRACTOR GSE

GROUND WATER LEVELS: LOGGED BY CLG

▼ AT TIME OF DRILLING NE CHECKED BY CLG

▽ ESTIMATED SEASONAL HIGH 1.5 ft

NOTES _____

AB 2 PORTRAIT - GINT STD US.GDT - 4/17/26 09:55 - Q:\PROJECTS\17318 MICANOPY TOWN HALL\17318 BORINGS\17318 BORINGS.GPJ

DEPTH (ft)	GRAPHIC LOG	SAMPLE TYPE NUMBER	MATERIAL DESCRIPTION
0.0			
		AU 1	(SP-SM) Dark gray SAND with silt and roots
			1.5
		AU 2	(SP-SM) Gray SAND with silt
2.5			2.5
		AU 3	(SP-SM) Brown and tan SAND with silt
			3.7
		AU 4	(SM) Gray silty SAND with trace clay
			4.5
5.0			4.5
		AU 5	(SM) Gray and orange very silty SAND %PASS-200 = 32 MC = 18 LL = NP PL = NP PI = NP
			5.5
		AU 6	(SP) Gray cemented SAND
			6.5
			Bottom of borehole at 6.5 feet. <i>Borehole terminated due to auger refusal</i>

8.2 Laboratory Results



Engineering & Consulting, Inc.

SUMMARY REPORT OF LABORATORY TEST RESULTS

Project Number: 17318

Project Name: Micanopy Town Hall

Boring Number	Depth (ft)	Soil Description	Natural Moisture Content (%)	Liquid Limit	Plastic Limit	Plasticity Index	Percent Passing No. 200 Sieve	Organic Content (%)	Hydraulic Conductivity (ft/day)	Unified Soil Classification
HA-1	5-5.5	Gray and orange clayey SAND	15	26	11	15	26			SC
HA-2	3-3.5	Dark brown SAND with silt and organics	15				16	3.9		SP-SM
HA-3	4.5-5	Gray and orange very silty SAND	18	NP	NP	NP	32			SM

8.3 Key to Soil Classification

KEY TO SOIL CLASSIFICATION CHART

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests				SYMBOLS		GROUP NAME		
				GRAPHIC	LETTER			
COARSE-GRAINED SOILS More than 50% retained on No. 200 sieve	Gravels	Clean Gravels	$Cu \geq 4$ and $1 \leq Cc \leq 3$		GW	Well graded GRAVEL		
	More than 50% of coarse fraction retained on No. 4 sieve	Less than 5% fines		$Cu < 4$ and/or $1 > Cc > 3$		GP	Poorly graded GRAVEL	
		Gravels with fines		Fines classify as ML or MH		GM	Silty GRAVEL	
		More than 12% fines		Fines classify as CL or CH		GC	Clayey GRAVEL	
		Sands	Clean Sands	$Cu \geq 6$ and $1 \leq Cc \leq 3$		SW	Well graded SAND	
	50% or more of coarse fraction passes No. 4 sieve	Less than 5% fines		$Cu < 6$ and/or $1 > Cc > 3$		SP	Poorly graded SAND	
		Sand with fines		Fines classify as ML or MH		SP-SM	SAND with silt	
		5% ≤ fines < 12%		Fines classify as CL or CH		SP-SC	SAND with clay	
		Sand with fines		Fines classify as ML or MH		SM	Silty SAND	
		12% ≤ fines < 30%		Fines classify as CL or CH		SC	Clayey SAND	
		Sand with fines		Fines classify as ML or MH		SM	Very silty SAND	
		30% fines or more		Fines classify as CL or CH		SC	Very clayey SAND	
		FINE-GRAINED SOILS 50% or more passes the No. 200 sieve	Clays	inorganic	$50\% \leq \text{fines} < 70\%$		CL/CH	Sandy CLAY
					$70\% \leq \text{fines} < 85\%$		CL/CH	CLAY with sand
				$\text{fines} \geq 85\%$		CL/CH	CLAY	
Silts and Clays	inorganic			$PI > 7$ and plots on/above "A" line		CL	Lean CLAY	
	Liquid Limit less than 50		organic	$PI < 4$ or plots below "A" line		ML	SILT	
Liquid Limit 50 or more	inorganic			$Liquid\ Limit - oven\ dried < 0.75$		OL	Organic clay	
				$Liquid\ Limit - not\ dried < 0.75$		OL	Organic silt	
	Silts and Clays		inorganic		PI plots on or above "A" line		CH	Fat CLAY
			Liquid Limit 50 or more	organic	PI plots below "A" line		MH	Elastic SILT
Liquid Limit 50 or more	organic			$Liquid\ Limit - oven\ dried < 0.75$		OH	Organic clay	
			$Liquid\ Limit - not\ dried < 0.75$		OH	Organic silt		
HIGHLY ORGANIC SOILS		Primarily organic matter, dark in color, and organic odor			PT	PEAT		

CORRELATION OF PENETRATION RESISTANCE WITH RELATIVE DENSITY AND CONSISTENCY

No. OF BLOWS, N	RELATIVE DENSITY	No. OF BLOWS, N	CONSISTENCY
0 - 4	Very Loose	0 - 2	Very Soft
5 - 10	Loose	3 - 4	Soft
SANDS: 11 - 30	Medium dense	CLAYS: 5 - 8	Firm
	Dense		Stiff
31 - 50		16 - 30	Very Stiff
OVER 50	Very Dense	31 - 50	Hard
		OVER 50	Very Hard

No. OF BLOWS, N	RELATIVE DENSITY
0 - 8	Very Soft
9 - 18	Soft
LIMESTONE: 19 - 32	Moderately Hard
33 - 50	Hard
OVER 50	Very Hard

SAMPLE GRAPHIC TYPE LEGEND



Location of SPT Sample



Location of Auger Sample

PARTICLE SIZE IDENTIFICATION

BOULDERS:	Greater than 300 mm
COBBLES:	75 mm to 300 mm
GRAVEL:	Coarse - 19.0 mm to 75 mm
	Fine - 4.75 mm to 19.0 mm
SANDS:	Coarse - 2.00 mm to 4.75 mm
	Medium - 0.425 mm to 2.00 mm
	Fine - 0.075 mm to 0.425 mm
SILTS & CLAYS:	Less than 0.075 mm

LABORATORY TEST LEGEND

LL =	Liquid Limit, %
PL =	Plastic Limit, %
PI =	Plasticity Index, %
% PASS - 200 =	Percent Passing the No. 200 Sieve
MC =	Moisture Content, %
ORG =	Organic Content, %
k_h =	Horizontal Hydraulic Conductivity, ft/day

9.0 LIMITATIONS

9.1 Warranty

This report has been prepared for our client for their exclusive use, in accordance with generally accepted soil and foundation engineering practices, and makes no other warranty either expressed or implied as to the professional advice provided in the report.

9.2 Auger Borings

The determination of soil type and conditions was performed from the ground surface to the maximum depth of the borings, only. Any changes in subsurface conditions that occur between or below the borings would not have been detected or reflected in this report.

Soil classifications that were made in the field are based upon identifiable textural changes, color changes, changes in composition or changes in resistance to penetration in the intervals from which the samples were collected. Abrupt changes in soil type, as reflected in boring logs and/or cross sections may not actually occur, but instead, be transitional.

Depth to the water table is based upon observations made during the performance of the auger borings. This depth is an estimate and does not reflect the annual variations that would be expected in this area due to fluctuations in rainfall and rates of evapotranspiration.

9.3 Site Figures

The measurements used for the preparation of the figures in this report were made using the provided site plan and by estimating distances from existing structures and site features. Figures in this report were not prepared by a licensed land surveyor and should not be interpreted as such.

FIGURES



NOT TO SCALE

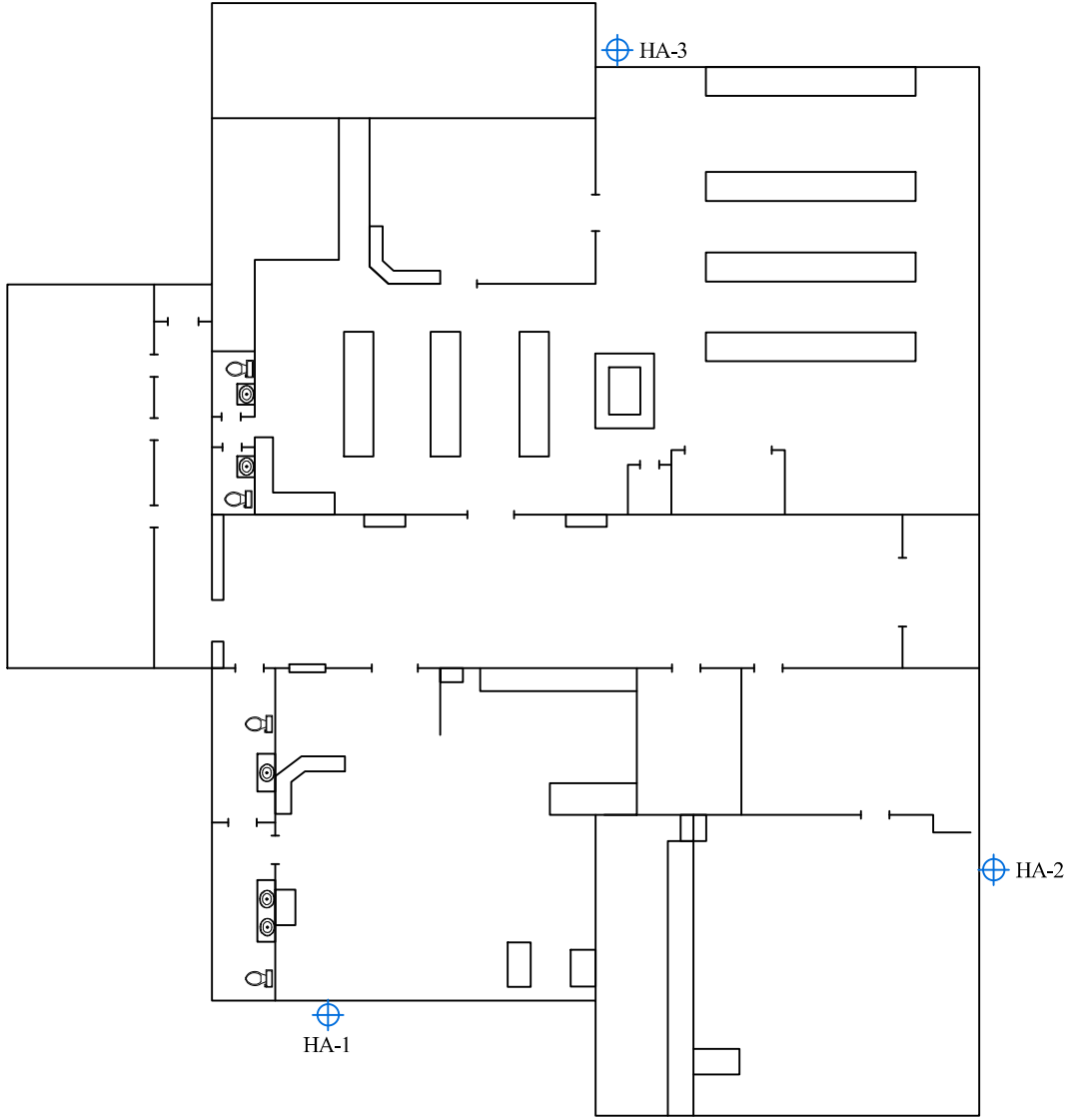
PROJECT SITE LOCATION MAP

MICANOPY TOWN HALL
 MICANOPY, ALACHUA COUNTY, FLORIDA
 GSE PROJECT NO. 17318

DESIGNED BY : CLG
 CHECKED BY : KLH
 DRAWN BY : EEG

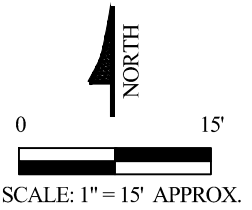


FIGURE
 1



LEGEND:

 AUGER BORING



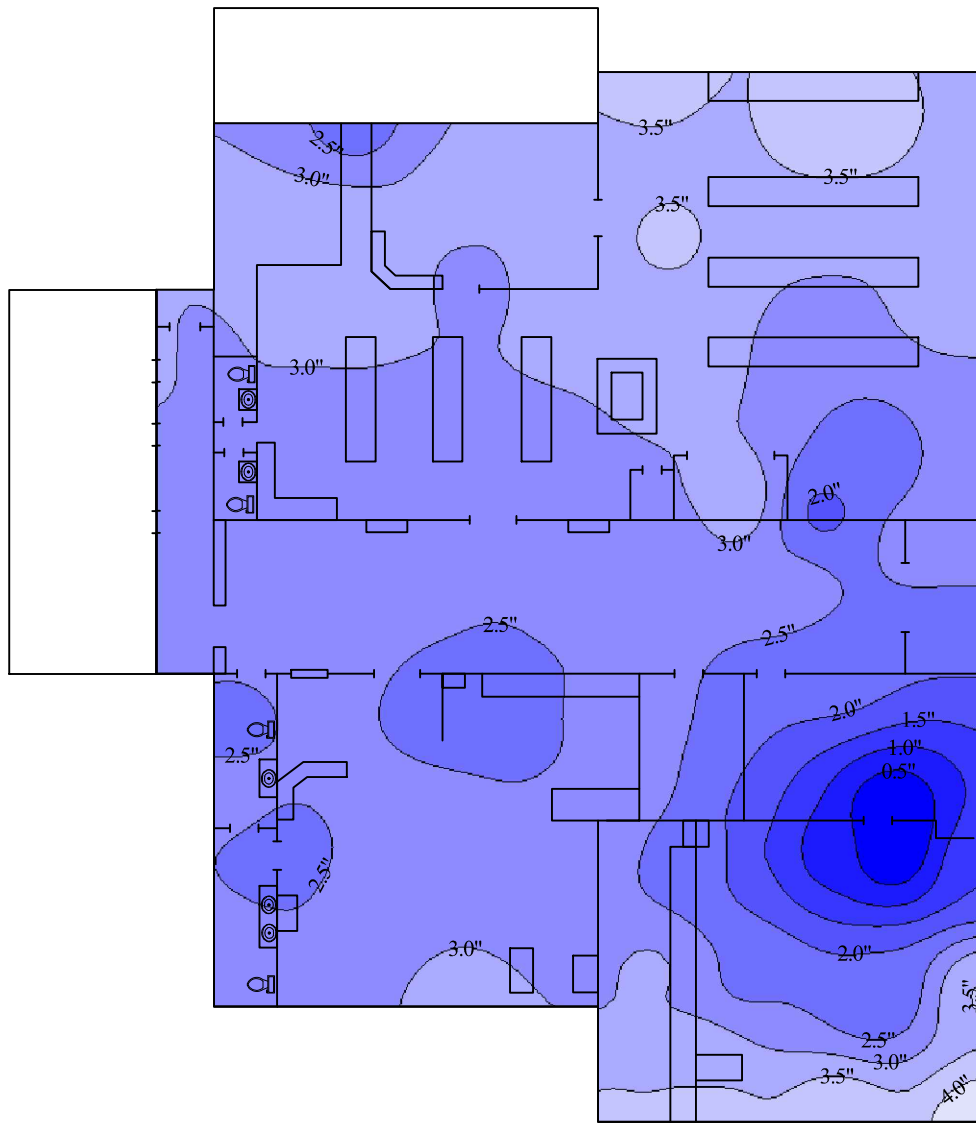
MICANOPY TOWN HALL
 MICANOPY, ALACHUA COUNTY, FLORIDA
 GSE PROJECT NO. 17318

SITE PLAN SHOWING APPROXIMATE
 LOCATIONS OF FIELD TESTS

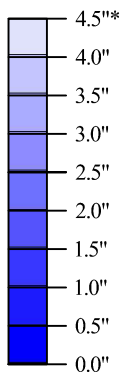
DESIGNED BY : CLG
 CHECKED BY : KLH
 DRAWN BY : EEG



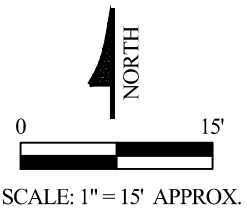
FIGURE
 2



LEGEND:



*MAXIMUM RELATIVE ELEVATION FOR CORRESPONDING AREA



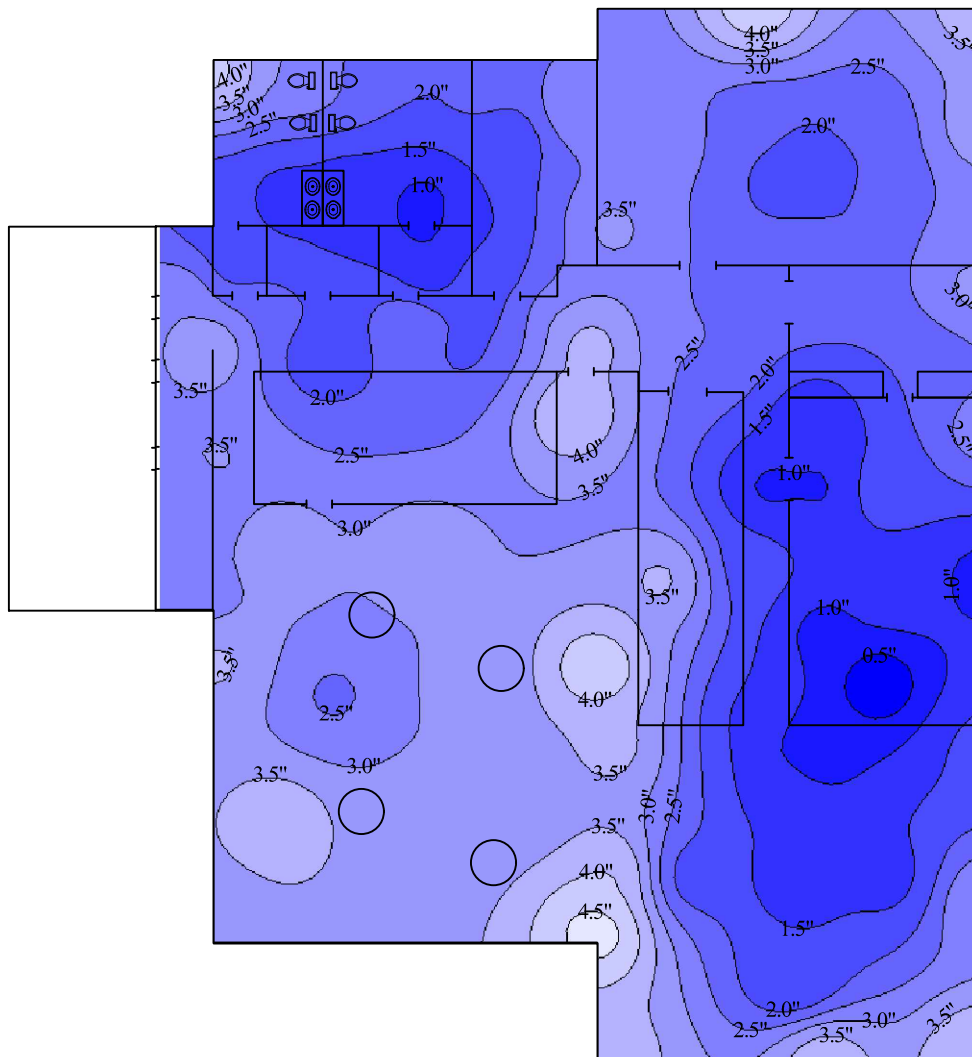
MICANOPY TOWN HALL
 MICANOPY, ALACHUA COUNTY, FLORIDA
 GSE PROJECT NO. 17318

**RELATIVE FLOOR ELEVATION SURVEY
 FIRST FLOOR**

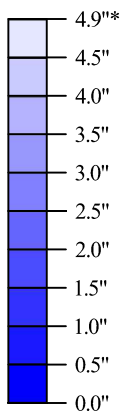
DESIGNED BY : CLG
 CHECKED BY : KLH
 DRAWN BY : EEG



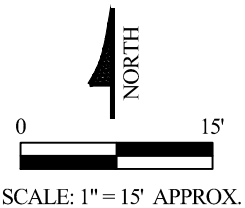
FIGURE
 3



LEGEND:



*MAXIMUM RELATIVE ELEVATION FOR CORRESPONDING AREA



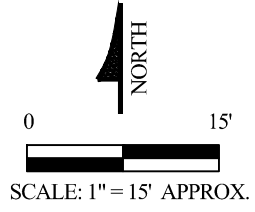
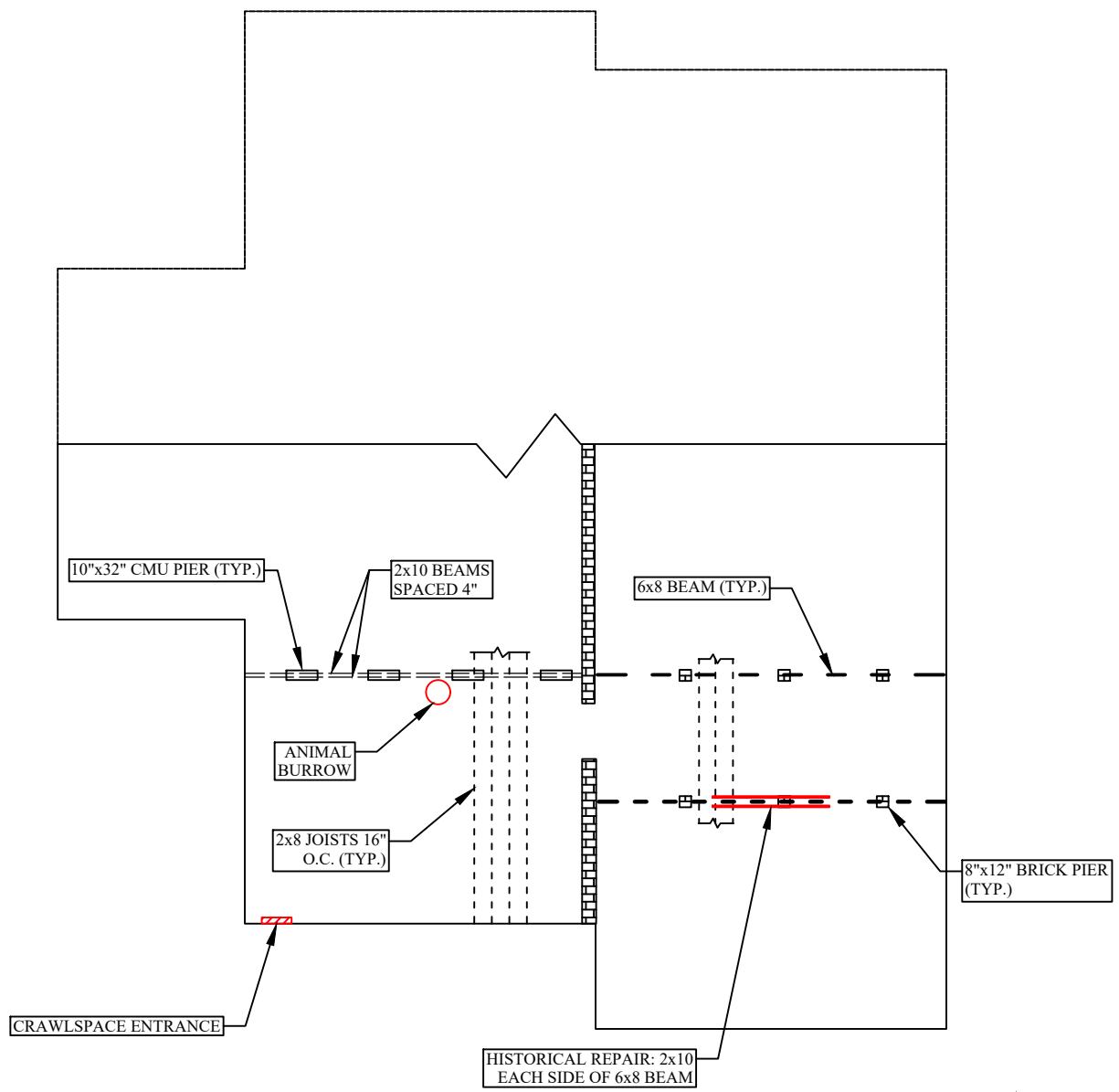
MICANOPY TOWN HALL
 MICANOPY, ALACHUA COUNTY, FLORIDA
 GSE PROJECT NO. 17318

**RELATIVE FLOOR ELEVATION SURVEY
 SECOND FLOOR**

DESIGNED BY : CLG
 CHECKED BY : KLH
 DRAWN BY : EEG



FIGURE
 4



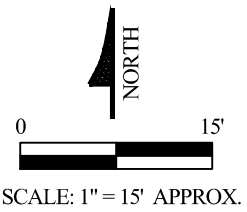
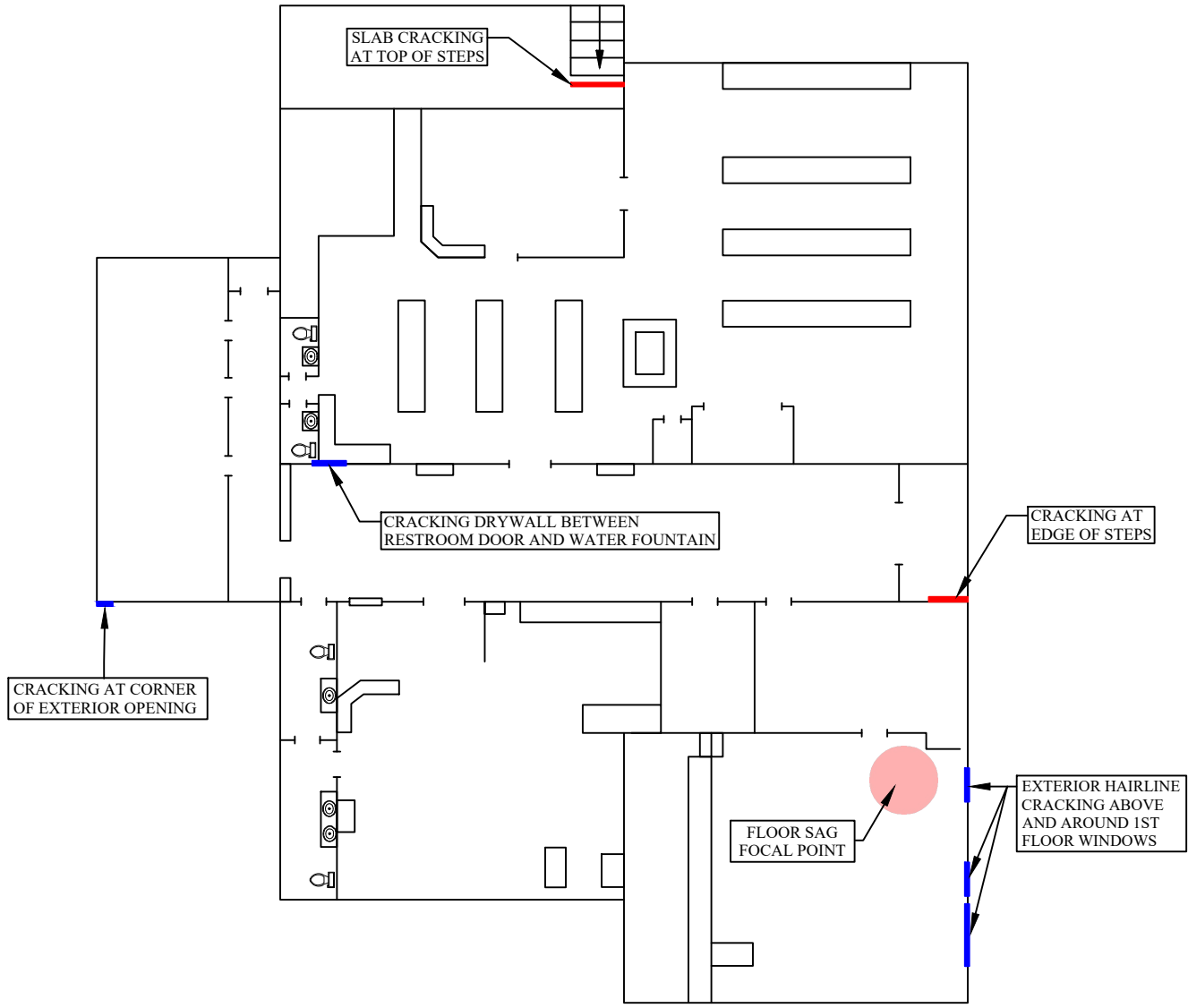
MICANOPY TOWN HALL
 MICANOPY, ALACHUA COUNTY, FLORIDA
 GSE PROJECT NO. 17318A

CRAWLSPACE OBSERVATION LOCATIONS

DESIGNED BY : AJD
 CHECKED BY : JCN
 DRAWN BY : IMH



FIGURE
 5



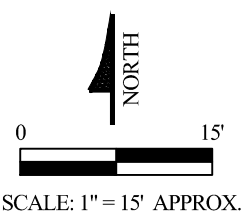
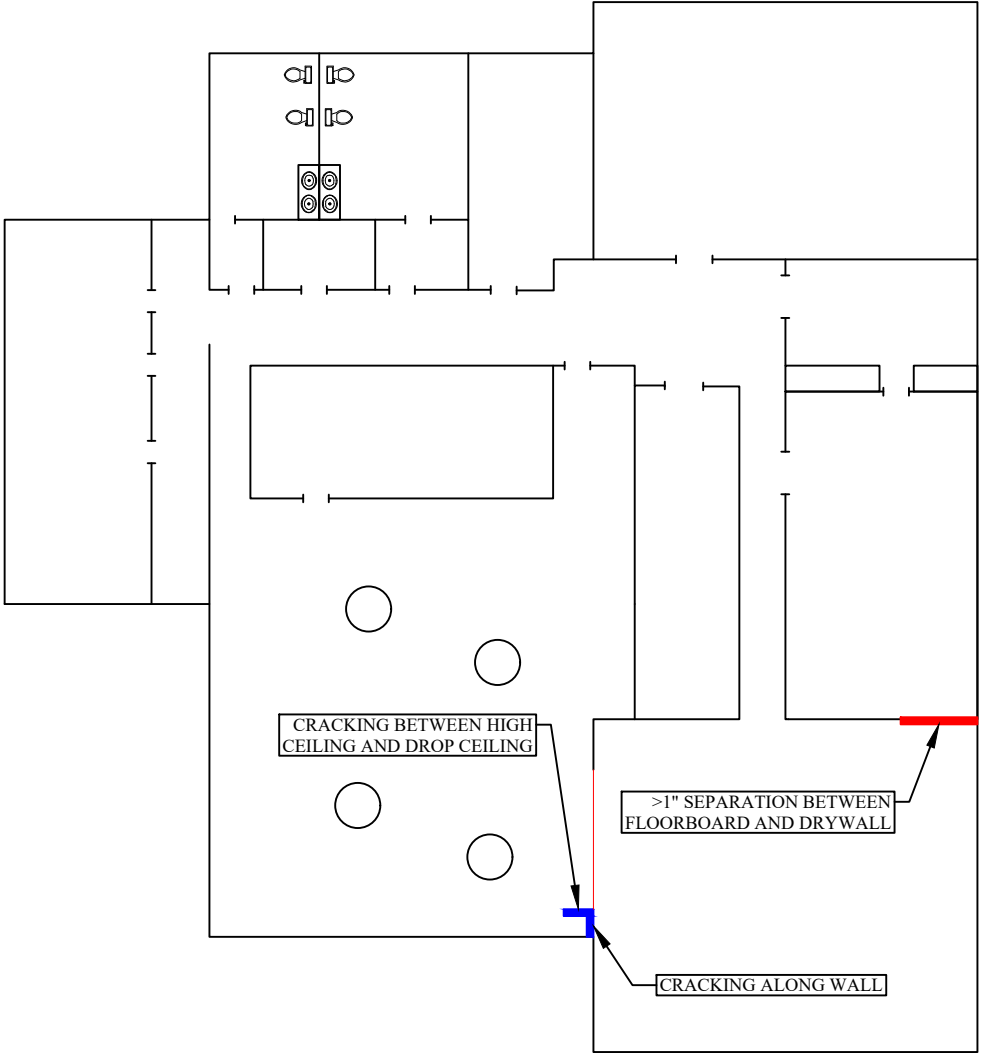
MICANOPY TOWN HALL
MICANOPY, ALACHUA COUNTY, FLORIDA
GSE PROJECT NO. 17318A

FIRST FLOOR AND EXTERIOR OBSERVATION LOCATIONS

DESIGNED BY : AJD
CHECKED BY : JCN
DRAWN BY : IMH



FIGURE
6



MICANOPY TOWN HALL
MICANOPY, ALACHUA COUNTY, FLORIDA
GSE PROJECT NO. 17318A

SECOND FLOOR OBSERVATION LOCATIONS

DESIGNED BY : AJD
CHECKED BY : JCN
DRAWN BY : IMH



FIGURE
7



Town of _____
Micanopy

 Florida

June 9, 2026

Town Administrator's Report

The following items are provided for informational purposes only:

Budget Workshops

As the Town begins preparation of the Fiscal Year 2026-2027 budget, budget workshop dates will need to be established in the coming weeks. Staff recommends holding budget workshops immediately prior to the regularly scheduled Commission meetings in July and August. This approach will provide the Commission with an opportunity to review departmental budgets, discuss financial priorities, and evaluate anticipated revenues and expenditures while minimizing the need for additional meeting dates.

Additional information and proposed workshop schedules will be provided for the Commission's consideration as the budget process moves forward, with the goal of presenting and adopting the final budget in September.

Property Tax Reform and Potential Revenue Impacts

The Alachua County Property Appraiser has published preliminary estimates of ad valorem revenue reductions that local taxing authorities may use when preparing their budgets in anticipation of potential property tax reform measures. Based on 2025 property values, the Town of Micanopy's estimated annual revenue reduction is approximately \$60,000 under a proposed \$150,000 homestead exemption and approximately \$80,000 under a proposed \$250,000 homestead exemption.

While these figures remain preliminary and are dependent upon future legislative and voter actions, they provide an early indication of potential impacts to municipal revenues. Staff will further evaluate these projections and discuss the potential long-term implications for the General Fund during the upcoming budget workshops.

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

Community Resource Center

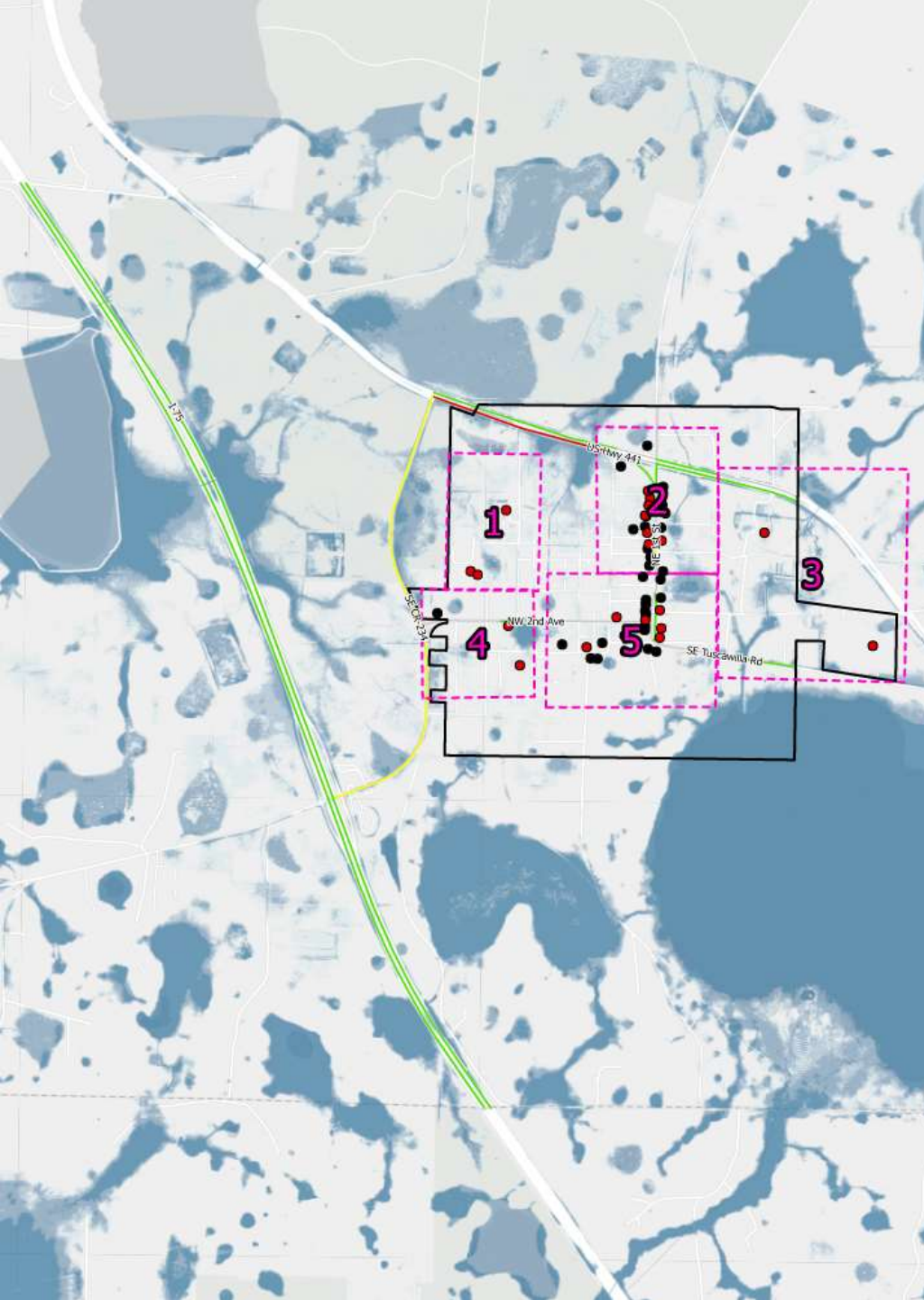
Construction of the Willie Mae Stokes Community Resource Center continues to progress. Since the last Commission meeting, staff has communicated with the Florida Department of Commerce regarding the possibility of extending the project completion deadline through the end of the calendar year.

Although a formal written extension has not yet been issued, staff received verbal confirmation that Commerce is willing to work with the Town regarding additional time if needed as the project advances. Hoffman Construction remains committed to maintaining the current construction schedule and has no plans to slow progress; however, the potential flexibility provided by an extension would help address unforeseen circumstances and support successful project completion.

Staff will continue to monitor construction activities and provide updates as additional information becomes available.

Vulnerability Assessment and Adaptation Plan Agenda

- 1. Presentation of Final Vulnerability Assessment**
- 2. Presentation of Draft Adaptation Plan including Prioritization of Adaptation Needs – PUBLIC COMMENT**
- 3. Presentation of Final Adaptation Plan**



Item # 16.



Micanopy Vulnerability Assessment

Amanda C. Boone, PE

June 9, 2026

Vulnerability Assessment

"The Resilient Florida Program includes a selection of grants for counties, municipalities and Regional Resilience Entities to assess vulnerability, update existing assessments for statutory compliance, conduct adaptation planning and perform peril of flood comprehensive plan amendments, when applicable."

Source: FDEP

Partner with Micanopy to...

1. Assess the vulnerability of their critical infrastructure to the risk of flooding and sea-level rise; and
2. Develop and implement solutions to improve resiliency.



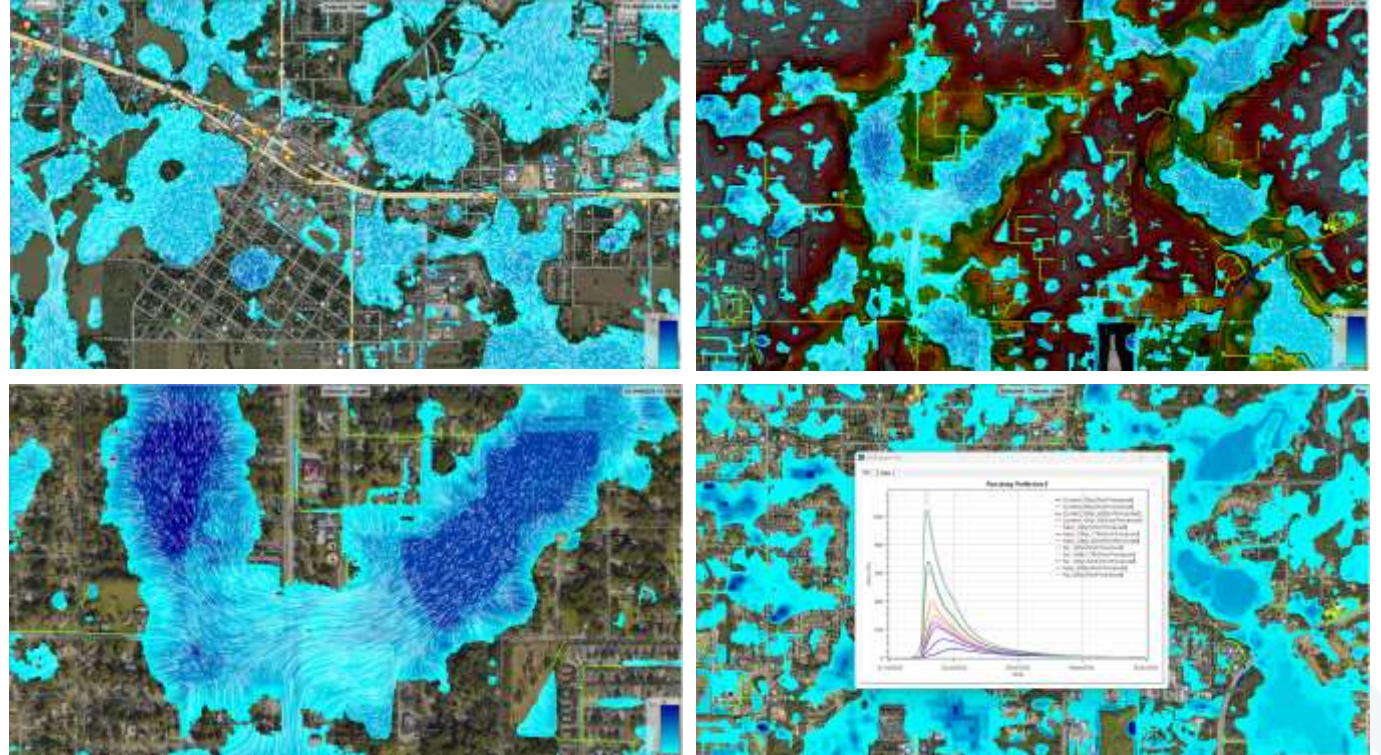
Vulnerability Assessment – Critical Assets

- ▶ Analyzing Critical Assets
 - Transportation and Evacuation Routes
 - Critical Infrastructure
 - Critical Community and Emergency Facilities
 - Natural, Historic and Cultural Resources



Vulnerability Assessments – Storm Events

- ▶ Storm Events
 - 100-year
 - 500-year
- ▶ Scenarios
 - Current year
 - 2050 and 2080 planning horizons



Precipitation Scenarios

TABLE 2-1: 24-HR PRECIPITATION DEPTHS FOR EACH SCENARIO

Storm Event	100-year			500-year		
Planning Horizon	Current (2025)	Near (2050)	Far (2080)	Current (2025)	Near (2050)	Far (2080)
Change Factor	N/A	1.21	1.21	N/A	1.28	1.28
24-hr Depth (in)	10.30	12.46	12.46	14.20	18.18	18.18

Flood Risk

Critical Assets

Flood Risk	Maximum Depth (ft)
Minimal	$d = 0$
Low	$d < 0.5$
Moderate	$0.5 \leq d < 1$
High	$1 \leq d < 2$
Extreme	$d \geq 2$

Parcels

Flood Risk	% of Parcel Inundated
Minimal	$p = 0$
Low	$p < 25$
Moderate	$25 \leq p < 50$
High	$50 \leq p < 75$
Extreme	$p \geq 75$

Roadways

Flood Risk	% of Roadway
Minimal	$p = 0$
Low	$p < 25$
Moderate	$25 \leq p < 50$
High	$50 \leq p < 75$
Extreme	$p \geq 75$

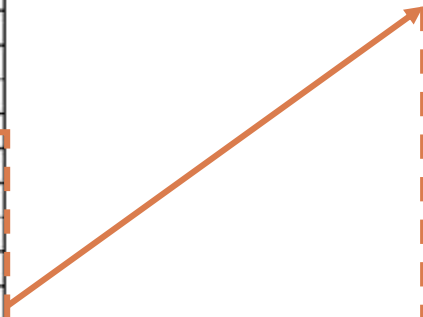
TABLE 3-11: CONSEQUENCE OF FAILURE RATINGS

Item # 16.

Consequence of Failure Rating

Asset Category	Asset Type	CoFR
Transportation	Airports	3
	Bridges	3
	Bus Terminals	2
	Major Roads	4
	Marinas	2
	Rail Facilities	2
	Railroad Bridges	2
	Evacuation Routes	4
Critical Infrastructure	Wastewater Treatment Facilities	4
	Lift Stations	4
	Stormwater Treatment Facilities	4
	Stormwater Pump Stations	4
	Drinking Water Facilities	4
	Solid and Hazardous Waste Facilities	4
	Military Installations	4
	Communication Center	4
Disaster Debris Management Site	4	
Critical Community and Emergency Facilities	School	3
	Colleges/Universities	3
	Community Center	3
	Correctional Facilities	3
	Local Government Facilities	3
	Affordable Public Housing	3
	State Government Facilities	3
	Disaster Recovery Centers	4
	Emergency Medical Service Facilities	4
	Emergency Operation Centers	4
	Fire Station	4
	Health Care Facilities	4
	Hospitals	4
	Law Enforcement Facility	4
	Logistic Staging Areas	4
	Risk Shelter Inventory	4
	Conservation Lands	1
	Parks	1
Shorelines	1	
Natural, Cultural, and Historical Resources	Surface Waters	1
	Wetlands	1
	Historical and Cultural Asset	1

Emergency Medical Service Facilities	4
Emergency Operation Centers	4
Fire Station	4
Health Care Facilities	4
Hospitals	4
Law Enforcement Facility	4
Logistic Staging Areas	4
Risk Shelter Inventory	4
Conservation Lands	1
Parks	1
Shorelines	1



Sensitivity Classification	Sensitivity Rating	Definition	Example
Minimal	SR = 0	No impact anticipated	Minimal flooding (FRR=0) at critical assets with any CoF rating
Low	$0 < SR < 3$	Flooding may occur, but no impact to critical services is anticipated	Example: A historical and cultural asset (CoFR=1) is inundated by a depth of 0.75 feet (FRR=2): SR=2.
Moderate	$3 \leq SR < 6$	Impact to operations is anticipated, but critical services are not expected to be interrupted	Example 1: A historical and cultural asset (CoFR=1) is inundated by a depth of 1.5 feet (FRR=3): SR=3. Example 2: A fire station (CoFR=4) is inundated by a depth of 0.4 feet (FRR=1): SR=4.
High	$6 \leq SR < 12$	Impact to operations is anticipated, and critical services may be interrupted	Example 1: A school (CoFR=3) is inundated by a depth of 1.5 feet (FRR=3): SR=9. Example 2: A fire station (CoFR=4) is inundated by a depth of 0.75 feet (FRR=2): SR=8.
Extreme	$SR \geq 12$	Asset may become inoperable or permanently damaged, and significant impact to critical services is anticipated	Example: A fire station (CoFR=4) is inundated by a depth of 1.5 feet (FRR=3): SR=12



TABLE 3-14: FOCUS AREA 1 CRITICAL ASSETS

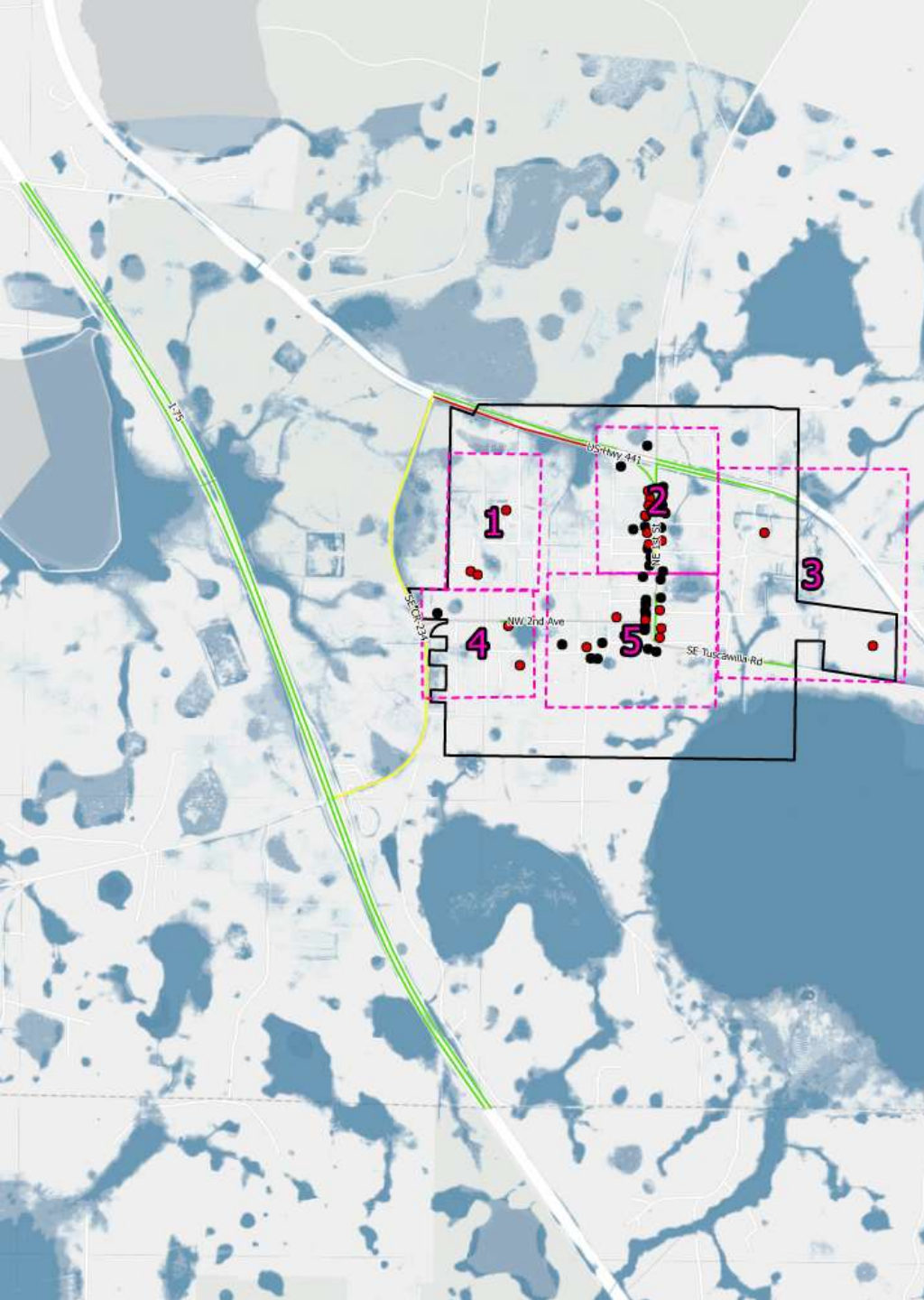
Asset ID	Asset Name	Owner/Jurisdiction
12	First Baptist Church	Private
24	Micanopy Branch Library	County
29	Micanopy Town Hall	Municipal
31, 38, 42	NE 1 st Street	County
168, 177	US Hwy 441	Government Agency (Federal)



TABLE 3-16: FOCUS AREA 2 CRITICAL ASSETS

Asset ID	Asset Name	Owner/Jurisdiction
18	Micanopy Water System	Municipal
22	Micanopy Middle School	Private
23	Micanopy Area Cooperative School	Private
4	Micanopy Ball Park #1	Municipal
27	Micanopy Cemetery	Private
4, 5	NW 2nd Ave	Municipal
193, 195	SE CR-234	County

Questions?



Micanopy Draft Adaptation Plan

Amanda C. Boone, PE

June 9, 2026

Adaptation Plan

TABLE 4-2: ADAPTATION PROJECT RECOMMENDATIONS

Projects Identifier	Priority	Project Related Asset ID	Project to be Implemented	Planning Horizon	Likely Responsible Entity(ies)	Potential Community Partner(s)
Regulatory & Planning	High	All	Emergency Management Plan development	Short (0-5 years)	Micanopy Building Department, Planning Department, Town Administration and Finance Department	North Central Florida Regional Planning Council; Florida League of Cities; Alachua County
	High		Hazard Mitigation Plan development	Short (0-5 years)		
	High		Emergency Response Plan development	Short (0-5 years)		
	High		Communications Plan to spread public awareness and communicate flood risks with targeted private owners.	Short (0-5 years)		
	Mid		Detailed code review to identify necessary or beneficial updates	Short (0-5 years)		
Focus Area 1	High	24, 29, 31, 38, 42	Coordination with County to assess NE 1 st Street for improved drainage conveyance and storage or elevation opportunities.	Long (0-25 years)	Micanopy Building Department, Planning Department, Town Administration and Finance Department	Alachua County, regional, and federal entities
	Mid	168, 177	Coordination with government agency to assess US Hwy 441 for improved drainage conveyance and storage or elevation opportunities.	Long (0-25 years)		
	Mid	12	Education and outreach with property owner and facility manager of the First Baptist Church	Mid (0-10 years)		

Projects Identifier	Priority	Project Related Asset ID	Project to be Implemented	Planning Horizon	Likely Responsible Entity(ies)	Potential Community Partner(s)
Focus Area 2	High	18	Floodproofing, elevation, relocation, or storage project at the Water System BLDG 2.	Mid (0-10 years)	Micanopy Building Department, Planning Department, Town Administration and Finance Department	Alachua County, regional, and state entities
	High	4, 5, 193, 195	Coordination with the County to assess NW 2 nd Ave and SE CR-234 for improved drainage conveyance and storage or elevation opportunities.	Long (0-25 years)		
	Mid	22, 23, 27	Private education and outreach with property owners and facility manager of the privately owned school and cemetery.	Mid (0-10 years)		
	Low	4	Enhanced Flood storage or drainage conveyance opportunities assessment at Ball Park #1.	Mid (0-10 years)		

Adaptation Plan (cont'd)

Ownership	Ownership Rating
Municipality	5
County	2
Government Agency	1
Private	0.5

Table 4-2 Planning Horizon	Rating
Short	3
Mid	2
N/A	0.5
Long	1

Far 100-Year SR	Rating
Extreme	4
High	3
Low	1
Minimal	0.5
Moderate	2

Table 4-2 Priority Rating	Rating
N/A	1
Low	1
Mid	3
High	5

Adaptation Plan (cont'd)

TABLE G-2: SENSITIVITY CLASSIFICATIONS AT CRITICAL ASSETS AND CRITICAL ROADWAYS

Priority	Asset ID	Name	Owner	Asset Class	Asset Type	Current 100-Year	Near 100-Year	Far 100-Year	Current 500-Year	Near 500-Year	Far 500-Year
1	18	MICANOPY WATER SYSTEM - BLDG 2	Municipality	Critical Infrastructure	Drinking Water Facilities	Extreme	Extreme	Extreme	Extreme	Extreme	Extreme
2	24	MICANOPY BRANCH LIBRARY - BLDG	County	Critical Community and Emergency Facilities	Community Centers	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
2	29	Micanopy Town Hall - BLDG	Municipality	Critical Community and Emergency Facilities	Local Government Facilities	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
4	5	MICANOPY TOWN	Municipality	Natural, Cultural, and	Parks	Low	Low	Low	Low	Low	Low

Adaptation Plan (cont'd)

Priority	Asset ID	Name	Owner	Asset Class	Asset Type	Current 100-Year	Near 100-Year	Far 100-Year	Current 500-Year	Near 500-Year	Far 500-Year
		BASKETBALL COURT		Historical Resources							
5	42	NE 1st St	Municipality	Transportation and Evacuation Routes	Major Roadways	High	Extreme	Extreme	High	Minimal	Minimal
6	193	SE CR-234	County	Transportation and Evacuation Routes	Evacuation Routes	High	High	High	High	Extreme	Extreme
7	195	SE CR-234	County	Transportation and Evacuation Routes	Evacuation Routes	High	High	High	High	Extreme	Extreme
8	31	O'Steen Brothers Inc - BLDG 7	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	Extreme	Extreme	Extreme	Extreme	Extreme	Extreme
9	31	O'Steen Brothers Inc - BLDG 8	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	Extreme	Extreme	Extreme	Extreme	Extreme	Extreme
10	31	O'Steen Brothers Inc - BLDG 4	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	Extreme	Extreme	Extreme	Extreme	Extreme	Extreme
11	31	O'Steen Brothers Inc - BLDG 10	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	High	High	High	High	Extreme	Extreme
12	31	O'Steen Brothers Inc - BLDG 12	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	High	High	High	High	High	High

Adaptation Plan (cont'd)

Priority	Asset ID	Name	Owner	Asset Class	Asset Type	Current 100-Year	Near 100-Year	Far 100-Year	Current 500-Year	Near 500-Year	Far 500-Year
13	31	O'Steen Brothers Inc - BLDG 2	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	High	High	High	High	High	High
14	31	O'Steen Brothers Inc - BLDG 6	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	High	High	High	High	Extreme	Extreme
15	4	MICANOPY BALL PARK #1	Municipality	Natural, Cultural, and Historical Resources	Parks	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
16	4	NW 2nd Ave	Municipality	Transportation and Evacuation Routes	Major Roadways	Moderate	Moderate	Moderate	Moderate	Extreme	Extreme
17	31	NE 1st St	Municipality	Transportation and Evacuation Routes	Major Roadways	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
18	38	NE 1st St	Municipality	Transportation and Evacuation Routes	Evacuation Routes	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
19	5	NW 2nd Ave	Municipality	Transportation and Evacuation Routes	Major Roadways	Minimal	Moderate	Moderate	Moderate	Moderate	Moderate
20	31	O'Steen Brothers Inc - BLDG 9	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	Minimal	Moderate	Moderate	Minimal	Moderate	Moderate
21	31	O'Steen Brothers Inc - BLDG 3	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	Minimal	Moderate	Moderate	Moderate	Moderate	Moderate

Adaptation Plan (cont'd)

Priority	Asset ID	Name	Owner	Asset Class	Asset Type	Current 100-Year	Near 100-Year	Far 100-Year	Current 500-Year	Near 500-Year	Far 500-Year
22	6	MICANOPY NATIVE AMERICAN HERITAGE PRESERVE PARK	Municipality	Natural, Cultural, and Historical Resources	Parks	Low	Low	Low	Low	Low	Low
23	8	MICANOPY BALL PARK #2	Municipality	Natural, Cultural, and Historical Resources	Parks	Low	Low	Low	Low	Low	Low
24	25	MICANOPY HISTORICAL SOCIETY MUSEUM - BLDG 2	Municipality	Natural, Cultural, and Historical Resources	Historical and Cultural Assets	Low	Low	Low	Low	Low	Low
25	22	MICANOPY MIDDLE SCHOOL - BLDG 2	Private	Critical Community and Emergency Facilities	Schools	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
26	23	MICANOPY AREA COOP SCHOOL - BLDG 2	Private	Critical Community and Emergency Facilities	Schools	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
27	12	FIRST BAPTIST CHURCH - BLDG	Private	Critical Community and Emergency Facilities	Community Centers	Moderate	Moderate	Moderate	Moderate	High	High
28	27	MICANOPY CEMETERY	Private	Natural, Cultural, and	Historical and Cultural Assets	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate

Adaptation Plan (cont'd)

Priority	Asset ID	Name	Owner	Asset Class	Asset Type	Current 100-Year	Near 100-Year	Far 100-Year	Current 500-Year	Near 500-Year	Far 500-Year
				Historical Resources							
29	127	SE Tuscawilla Rd	County	Transportation and Evacuation Routes	Major Roadways	Moderate	High	High	High	High	High
30	177	US Hwy 441	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
31	168	US Hwy 441	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
32	3	ALACHUA COUNTY FD ST 26 SUBSTATION - BLDG	Municipality	Critical Community and Emergency Facilities	Fire Stations	Minimal	Minimal	Minimal	Minimal	Minimal	Minimal
33	18	MICANOPY WATER SYSTEM - BLDG 1	Municipality	Critical Infrastructure	Drinking Water Facilities	Minimal	Minimal	Minimal	Minimal	Moderate	Moderate
34	4	MICANOPY BALL PARK - BLDG 1	Municipality	Natural, Cultural, and Historical Resources	Parks	Minimal	Minimal	Minimal	Minimal	Minimal	Minimal
35	4	MICANOPY BALL PARK - BLDG 2	Municipality	Natural, Cultural, and Historical Resources	Parks	Minimal	Minimal	Minimal	Minimal	Minimal	Minimal

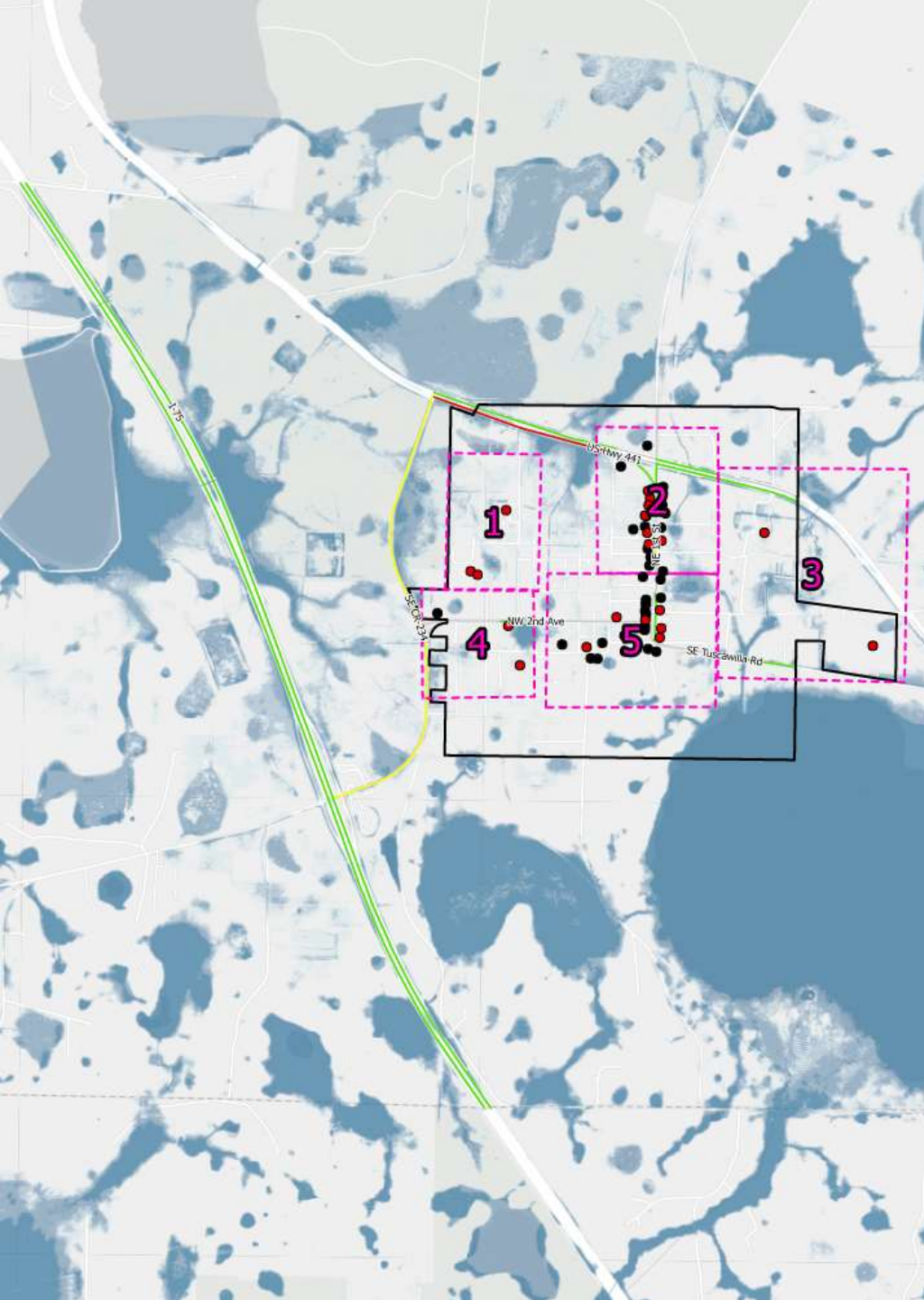
Adaptation Plan (cont'd)

Priority	Asset ID	Name	Owner	Asset Class	Asset Type	Current 100-Year	Near 100-Year	Far 100-Year	Current 500-Year	Near 500-Year	Far 500-Year
36	25	MICANOPY HISTORICAL SOCIETY MUSEUM - BLDG 1	Municipality	Natural, Cultural, and Historical Resources	Historical and Cultural Assets	Minimal	Minimal	Minimal	Minimal	Low	Low
37	25	MICANOPY HISTORICAL SOCIETY MUSEUM - BLDG 3	Municipality	Natural, Cultural, and Historical Resources	Historical and Cultural Assets	Minimal	Minimal	Minimal	Minimal	Minimal	Minimal
38	178	US Hwy 441	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Extreme	Extreme	Extreme	Extreme	Extreme	Extreme
39	181	US Hwy 441	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Extreme	Extreme	Extreme	Extreme	Extreme	Extreme
40	129	SE Tuscawilla Rd	County	Transportation and Evacuation Routes	Major Roadways	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
41	192	NE 1st St	Municipality	Transportation and Evacuation Routes	Major Roadways	Moderate	Moderate	Moderate	Moderate	High	High
42	130	SE Tuscawilla Rd	County	Transportation and Evacuation Routes	Major Roadways	Moderate	Moderate	Moderate	Moderate	High	High
43	128	SE Tuscawilla Rd	County	Transportation and Evacuation Routes	Major Roadways	Minimal	Moderate	Moderate	Minimal	Moderate	Moderate

Adaptation Plan (cont'd)

Priority	Asset ID	Name	Owner	Asset Class	Asset Type	Current 100-Year	Near 100-Year	Far 100-Year	Current 500-Year	Near 500-Year	Far 500-Year
44	188	NE 1st St	Municipality	Transportation and Evacuation Routes	Major Roadways	Minimal	Moderate	Moderate	Minimal	Moderate	Moderate
45	125	SE Tuscawilla Rd	County	Transportation and Evacuation Routes	Major Roadways	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
46	31	O'Steen Brothers Inc - BLDG 5	Private	Critical Infrastructure	Solid and Hazardous Waste Facilities	Minimal	Minimal	Minimal	Minimal	Moderate	Moderate
47	176	US Hwy 441	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Moderate	High	High	High	High	High
48	198	I-75	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
49	175	US Hwy 441	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Moderate	Moderate	Moderate	High	Extreme	Extreme
50	197	I-75	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
51	196	I-75	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate
52	199	I-75	Government Agency	Transportation and Evacuation Routes	Evacuation Routes	Moderate	Moderate	Moderate	Moderate	Moderate	Moderate

Public Input



Micanopy Final Adaptation Plan

Amanda C. Boone, PE
June 9, 2026

Project Roadmap

Current Status



Draft Vulnerability Assessment Report & Adaptation Plan completed. Presentation for acceptance consideration.

Near-Term Actions



- Finalization & Acceptance of Report
- LMS coordination
- Submittal to FDEP

Future Implementation



Funding Application deadline: September 1st

Do you accept the
Vulnerability Assessment and
Adaptation Plan?

Thank you!