



Town Commission Regular Meeting Agenda

Tuesday, February 10, 2026 at 7:00 PM

706 NE Cholokka BLVD

CALL TO ORDER

INVOCATION AND PLEDGE OF ALLEGIANCE TO FLAG

ROLL CALL

CONSENT AGENDA

1. Agenda Approval
2. Regular Commission Meeting Minutes of January 13, 2026

GUESTS

3. Micanopy Branch Library Update
4. Willie Mae Stokes Community Center
Community Update
5. Alachua County Sheriff's Office
Community Update

CITIZEN'S FORUM

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

TOWN COMMISSION LIAISON REPORTS

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

CITIZEN BOARD AND COMMITTEE REPORTS

9. Planning and Historic Preservation Board
10. Tree Committee

TOWN ATTORNEY REPORT

11. Ordinance 2026-01

AN ORDINANCE OF THE TOWN OF MICANOPY, FLORIDA, PROVIDING FOR AN ADMINISTRATIVE PROCEDURE FOR THE REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES CONSISTENT WITH FLORIDA SENATE BILL 954 (2025) AND FEDERAL FAIR HOUSING LAWS; AMENDING CHAPTER 25, ARTICLE I OF THE CODE OF ORDINANCES TO CREATE SECTION 25-13;

PROVIDING AN ADMINISTRATIVE PROCEDURE FOR REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES

12. Ordinance 2026-02

An Ordinance of the Town of Micanopy, Florida Amending the Town of Micanopy Code of Ordinances, as Amended; Providing for the Amendment of Chapter 30 of the Town of Micanopy Code of Ordinances to Add Chapter 30, Article IV, Section 86 - Prohibiting Public Camping or Sleeping on any Public Property, Public Building, or Public Right-of-Way; Providing for Codification; Providing for Repeal of Conflicting Ordinances; Providing Severability; Providing for Incorporation in the Town of Micanopy Code of Ordinances; and Providing an Effective Date.

13. Set Quasi-Judicial Hearing Date

Micanopy Area Cooperative School (MACS) Special Use Permit and Site Plan Appeal Hearings

REVIEW AND ACCEPTANCE OF FINANCIAL TRANSACTIONS AND REPORTS

14. Financial Reporting for Period Ending January 31, 2026

TOWN ADMINISTRATOR REPORT

15. Report

NEW BUSINESS

UNFINISHED BUSINESS

TOWN COMMISSIONER REPORTS

16. Commissioner (Seat 1) Judy Galloway

17. Commissioner (Seat 3) David Massey

18. Commissioner (Seat 4) Kevin Putansu

19. 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, January 13, 2026 at 7:00 PM

706 NE Chokolka BLVD

CALL TO ORDER

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

INVOCATION AND PLEDGE OF ALLEGIANCE TO FLAG

ROLL CALL

Mayor Jiana Williams, present

Mayor Pro Tem Kevin Putansu, present

Commissioner Judy Galloway, present

Commissioner David Massey, present

Commissioner Ken Wessberg, present

Town Staff

Attorney A. Derek Folds

Administrator Sara Samario

Deputy Town Clerk Patty Polk

CONSENT AGENDA

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

1. Agenda Approval
2. Regular Commission Meeting Minutes of

GUESTS

3. Micanopy Branch Library Update

Micanopy librarian Wendy Schneider delivered a verbal presentation.

4. Willie Mae Stokes Community Center Update

Bishop Stokes gave a written and verbal presentation.

CITIZEN'S FORUM

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

Bud DesForges is happy to see so many people here. They have worked on the new food pantry at the Willie Mae Stokes Community Center, and it will be dedicated to Karen Hill, who started the original food pantry on NW Eastaulkee Ave.

Gail Davis asked for a round of applause for Bishop Christopher Stokes; she is impressed with all he does.

Raquel Vallejo stated that this is an amazing time for Micanopy; thank you to all who have worked so diligently.

Derek Watts introduced himself, he is Jianas father, and stated that everyone has been great in Micanopy.

Stephanie Sutton with EDA introduced herself and is here for an agenda item.

Michelle Sheffield of the Alachua County Sheriff's Department introduced herself and informed everyone about upcoming plans from Sheriff Scott. Administrator Samario will add her to the agenda under Guests.

Brenda Maynard, MACS, wished everyone a happy New Year. She thanked Bishop Stokes for his support of the children. Deputy Gallop is teaching MACS grades 1 and 5 RAD students, and they plan to conduct a demonstration and training session for women.

Stephani Bartsch participated in a RAD class and recommends that every woman take one. She invited everyone to the Plant Exchange on the third Saturday of each month at the Gazebo.

Bud DesForges, Thrasher Warehouse President stated that they rescheduled their meeting until this Thursday.

TOWN COMMISSION LIAISON REPORTS

5. Alachua County League of Cities

Mayor Jiana Williams has nothing to report.

6. Alachua County Children's Trust

Mayor Jiana Williams discussed the opioid task force and the billboards on 75 Interstate. Check out the website hopeforalachua.org

7. Thrasher Warehouse Board

Bud DesForges, Thrasher Warehouse President, announced that they will meet on Thursday at their rescheduled meeting.

CITIZEN BOARD AND COMMITTEE REPORTS

8. Planning and Historic Preservation Board

Administrator Samario gave a verbal report. 12/16/2026 Planning & Historic Preservation Board meeting, the board held a quasi-judicial hearing for Micanopy Area

Cooperative School (MACS) application for a final site plan review and a special use permit; both were approved.

Final site plan review for the Micanopy Community Center was approved at the special-called Planning & Historic Preservation Board meeting, 1-12-2026.

9. Tree Committee

Paul Cohen, Tree Committee member, they are meeting on 1/22/2026.

TOWN ATTORNEY REPORT

10. Ordinance 2026-01

AN ORDINANCE OF THE TOWN OF MICANOPY, FLORIDA, PROVIDING FOR AN ADMINISTRATIVE PROCEDURE FOR THE REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES CONSISTENT WITH FLORIDA SENATE BILL 954 (2025) AND FEDERAL FAIR HOUSING LAWS; AMENDING CHAPTER 25, ARTICLE I OF THE CODE OF ORDINANCES TO CREATE SECTION 25-13; PROVIDING AN ADMINISTRATIVE PROCEDURE FOR REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AN EFFECTIVE DATE.

Attorney A. Derek Folds spoke on the Micanopy Area Cooperative School (MACS) appeal. The Final Site Plan and the Special Use Permit were approved on December 16, 2025, and the appeal was filed on January 5, 2026, within the appeal timeline.

A special-called meeting of the Town Commission was set for January 26, 2026, at 6:00 pm to hold the appeal hearing.

Attorney A Derek Folds read Ordinance 2026-01 on short title for first reading. Discussion ensued.

Motion made and seconded (Putansu/Galloway) to approve Ordinance 2026-01 on first reading; passed 5-0

REVIEW AND ACCEPTANCE OF FINANCIAL TRANSACTIONS AND REPORTS

11. Financial Report for Period Ending December 31, 2025

Administrator Samario presented the financial reports for the period ending December 31, 2025; discussion ensued.

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

TOWN ADMINISTRATOR REPORT

12. Town Administrator Report

Administrator Samario reported that the election qualifying period for Commission Seat #4 and Seat #5 is January 26 through January 29, 2026, during regular office hours.

Broadband: fiber is now installed, and they are accepting new customers; Cox has not yet started its major push.

Duke Energy is going to be trimming Hwy 441, NE Cholokka Blvd, Seminary Ave, and N Division St. Members of the tree committee met with Duke. Door tags have been distributed in Micanopy. The tag shows serious tree trimming; this will not be done in Micanopy.

Interviewing for our open Administrative Secretary position will begin tomorrow.

Discussion on paving Bay Ave ensued at length. We have received only one paving bid from O'Steen Brothers. Attorney Folds discussed the process and we will advertise on our website.

NEW BUSINESS

13. Proposed Investment Policy

Administrator Samario explained the policy, which will allow us to capture more investments. Discussion ensued at length.

Attorney Folds read Resolution 2026-01 on short title and recommended approval.

Motion made and seconded (Galloway/Massey) to approve Resolution 2026-01 as submitted; passed 5-0

14. Proposed Planning Agreement with EDA

Administrator Samario presented the planning agreement. Discussion ensued at length.

Motion made and seconded (Putansu/Galloway) to allow Administrator Samario to move forward with an agreement with EDA and bring an actual schedule to our next meeting; passed 5-0

UNFINISHED BUSINESS

TOWN COMMISSIONER REPORTS

15. Commissioner (Seat 1) Judy Galloway

Commissioner Galloway greeted everyone with a happy New Year. She apologized for missing the December meeting due to illness. Shes looking forward to this year. We do well for our small town. Give yourselves a hand. Thank you very much.

16. Commissioner (Seat 3) David Massey

Commissioner David Massey wished everyone a Happy New Year and thanked everyone for being here.

Plant exchange is on the third Saturday of the month from 11:00 am to 2:00 pm at the Gazebo. Everyone is welcome.

17. Commissioner (Seat 4) Kevin Putansu

Commissioner Kevin Putansu hopes everyone had a wonderful Christmas. The next potluck will be announced.

18. Commissioner (Seat 5) Ken Wessberg

Commissioner Ken Wessberg is looking forward to this year and the upcoming community garden. This past year, a lot has gone on. The annex house on Tuscawilla Ave. The firehouse will open soon. Thank you very much.

MAYOR (SEAT 2) JIANA WILLIAMS REPORT

Mayor Jiana Williams wished everyone a happy New Year. On January 21, 2026, the Alachua County Remembrance Committee will display the 8 completed quilts. Stephanie has talent and shared it on this quilt.

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.

Mayor Jiana Williams adjourned the meeting 8:54 pm

ORDINANCE NO. 2026-01

AN ORDINANCE OF THE TOWN OF MICANOPY, FLORIDA, PROVIDING FOR AN ADMINISTRATIVE PROCEDURE FOR THE REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES CONSISTENT WITH FLORIDA SENATE BILL 954 (2025) AND FEDERAL FAIR HOUSING LAWS; AMENDING CHAPTER 25, ARTICLE I OF THE CODE OF ORDINANCES TO CREATE SECTION 25-13; PROVIDING AN ADMINISTRATIVE PROCEDURE FOR REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Micanopy, Florida, recognizes that changes to the adopted Code of Ordinances (“Code”) are periodically necessary to ensure that the Town’s regulations are current and consistent with the Town’s planning and regulatory needs, and Florida Statutes;

WHEREAS, the purpose of this ordinance is to establish a clear, fair, and efficient administrative procedure for the Town of Micanopy’s review and approval of certified recovery residences, in accordance with state and federal law;

WHEREAS, this ordinance and its processes for reviewing applications and requesting reasonable accommodations are intended to be consistent with the Fair Housing Amendments Act of 1988 (42 U.S.C. §§ 3601 et seq.) and Title II of the Americans with Disabilities Act (42 U.S.C. §§ 12131 et seq.).

WHEREAS, in 2025, the Florida Legislature adopted SB 954, codified in Chapter 2025-182, Laws of Florida, which requires local governments in the State of Florida to formalize and streamline the review and approval process for applicants seeking reasonable accommodation from local land use regulations to establish a “certified recovery residence”;

WHEREAS, the Town desires to amend Chapter 25, Article I to create Section 25-13 to ensure consistency with the “certified recovery residences” requirements in Chapter 2025-182, Laws of Florida and Section 397.487(15)(a), Florida Statutes;

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

WHEREAS, the Town finds that it is proper and, in the interest, and welfare of the Town and its citizens to comply with Senate Bill 954 concerning certified recovery residences;

WHEREAS, the Town Commission finds that this Ordinance is in the best interest and welfare of the residents of the Town;

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

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

Section 2. The Application Form referred to in the below sections are attached as Exhibit “A” to be filed with the Town Administrator.

Chapter 25, Article I of the Town of Micanopy Code of Ordinances shall be amended to add a new Section 25-13, which shall read in full as follows (additions: additions underlined; deletions: deletions struck).

ARTICLE I. CERTIFIED RECOVERY RESIDENCES

Sec. 25-13. Certified Recovery Residences

This section establishes procedures to formalize and streamline the review and approval process for applicants requesting reasonable accommodation from the Town’s land use, zoning, and development regulations in the Town Code, Land Development Code, and related policies, practices, and procedures to open a certified recovery residence. The Town shall process requests for the establishment of certified recovery residences in accordance with the provisions of this section and make the appropriate determination(s) consistent with applicable federal and state laws including, but not limited to, the Fair Housing Amendments Act (42 U.S.C. ss. 3601 et seq.), and Title II of the American with Disabilities Act (42 U.S.C. ss. 12131 et seq.), and Section 397.487(15)(a), Florida Statutes (collectively, “Applicable Laws”).

A. Definitions. As used in this Section, the following words and phrases shall have the following meanings:

- 1. “Certified Recovery Residence”: A residential dwelling unit offered as a peer-supported, alcohol-free, and drug-free living environment, which has been voluntarily certified by a credentialing entity.
- 2. “Certified Recovery Residence Administrator”: A recovery residence administrator who holds a valid certificate of compliance.
- 3. “License service provider”: A public agency, a private for-profit or not-for profit agency, a physician or any other private practitioner licensed under Chapter 397 of the Florida Statutes, or a hospital that offers substance abuse services through one (1) or more licensed service components.
- 4. “Local land use regulation”: Any local law, ordinance, or regulation that governs the use of land, including but not limited to zoning, parking, and building codes.
- 5. “Reasonable accommodation”: A modification or exception to a local land use regulation that may be necessary to provide individuals with disabilities an equal opportunity to use and enjoy a dwelling, consistent with the requirements of federal fair housing and disability law.
- 6. “Recovery Residence”: A residential dwelling unit, the community housing component of a licensed day or night treatment facility with community housing, or other form of group housing, which is offered or advertised through any means, including oral, written, electronic, or printed means, by any person or entity as a residence that provides a peer-supported, alcohol-free living environment.

B. Application Process

1. Written application: An applicant requesting a reasonable accommodation for a certified recovery residence must submit a written application. The Application Form is available at the Town Administrator's Office. The Town Administrator is authorized to amend the Application Form at any time without notice to the Town or its citizens so long as such amendment does not place additional obligations on applicants not contemplated by this Ordinance.
2. Application information: The application must include, at a minimum, the following:
 - a. Name and contact information of the Applicant or authorized representative.
 - b. Property address and parcel identification number;
 - c. Consent of the current owner of the subject property, if the applicant is not the owner of the subject property;
 - d. A letter of intent identifying the existing zoning district of the property, including any previously approved conditions or modifications;
 - e. Description of the requested accommodation;
 - f. Description of the general location of off-street parking; and
 - d. Specific regulation from which relief is sought.
3. Submission and completeness review: Applications will be date-stamped by the Town Administrator or Town Clerk upon receipt. Within thirty (30) days, the Town must notify the applicant of any required additional information, to which the applicant has thirty (30) days to respond. This provision does not preclude the identification and correction of information submitted by the applicant after an application is accepted.
4. Fees: No fees or costs may be imposed for applications submitted under this section or an appeal of a decision on such application to the Town Commission.

C. Review and Determination

1. 60-day review period: A final written decision must be issued by the Town Administrator within sixty (60) days of receiving a completed application.
2. Request for Additional Information: If necessary, within the first thirty (30) calendar days after receipt of the application, the Town Administrator may request additional information from the applicant, specifying in sufficient detail what information is required. The applicant shall have at least thirty (30) calendar days after the date the information is requested to respond. The Town's sixty (60)-day decision deadline, set forth in 25-13.C.1 shall be tolled as of the date of requested additional information and shall resume upon receipt of same from the applicant.
3. Failure to Provide Additional Information: If the applicant fails to respond to the request for additional information within thirty (30) calendar days after the date the

information is requested, the Town Administrator shall deny the request for relief upon the basis that it has been deemed abandoned and/or withdrawn. No further action by the Town concerning said relief shall be required.

4. Required determinations: The Town Administrator shall either approve, approve with conditions, or deny the request in writing. If the request is denied, the Town Administrator shall provide the specific, evidence-based reasons for denial and identify any deficiencies or actions necessary for reconsideration.
5. Deemed approval: Failure to issue a decision within sixty (60) days results in deemed approval, unless a written extension is mutually agreed upon.
6. Criteria: The Town Administrator shall apply the following criteria in considering a reasonable accommodation request for establishing a Certified Recovery Residence:
 - a. Whether the applicant has established that he/she, or the individual on whose behalf the application was submitted, is protected under applicable laws.
 - b. Whether the applicant has established that the requested accommodation is reasonable and necessary to afford the disabled individual an equal opportunity to use and enjoy the property.
 - c. Whether the requested accommodation would impose an undue financial or administrative burden on the Town.
 - d. Whether the requested accommodation would require a fundamental alteration in the nature of the land use and zoning regulations of the Town.
 - e. If applicable, whether alternative reasonable accommodations could provide an equivalent level of benefit.
 - f. Any other relevant criteria under applicable laws.
 - g. That applicant adheres to all applicable state and federal laws relating to certified recovery residences and can demonstrate the same, inclusive of all required licensures or credentials for operation of a certified recovery residence.
 - h. That the licensed service provider must have a paid certified employee on call during the time when individuals are at a community housing location, if applicable.
 - i. That the certified recovery residence is actively managed by a certified recovery residence administrator approved for one hundred (100) residents pursuant to Florida Statutes and is wholly owned or controlled by a licensed service provider electing to manage up to one hundred (150) residents;
 - j. That the certified recovery residence actively managed by a certified recovery residence administrator approved for one hundred (100) residents pursuant to Florida Statutes and is wholly owned or controlled by a licensed

service provider electing to manage up to three hundred (300) residents maintains a service provider personnel-to-patient ratio of one (1) to eight (8) and maintains onsite supervision at the residence during times when residents are at the residence with a personnel-to-resident ratio of one (1) to six (6).

- 4. No unnecessary public hearings: Public hearings will not be required beyond legal minimums.
 - a. If the request is legislative in nature, two (2) public hearings are required.
 - b. If the request is quasi-judicial in nature, one (1) public hearing is required.
 - c. If the request is neither legislative nor quasi-judicial in nature, no public hearing is required and the Town may approve, approve with conditions, or deny administratively.
- 5. Consistency with fair housing: The ordinance must be interpreted and applied in accordance with federal fair housing laws.
- 6. Appeal: An applicant may appeal a final determination within thirty (30) days of issuance to the Town Commission, which shall review the decision on the record at a properly noticed public hearing and may affirm, modify, or reverse the determination.

D. Enforcement and Revocation

- 1. The Town may revoke a granted accommodation for a certified recovery residence for cause, including, but not limited to, a violation of the conditions of approval or the lapse, revocation, or failure to maintain licensure required under this section, if not reinstated within one hundred eighty (180) calendar days.

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

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

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

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

PASSED ON FIRST READING, THIS ____ DAY OF _____, 2026.

PASSED AND DULY ADOPTED, with a quorum present and voting by the Town Commission of the Town of Micanopy, Florida, after properly dispensing with the second reading, on final reading this ____ day of _____, 2026.

Attest:

Town of Micanopy

Patty Polk
Town Clerk

Jiana Williams
Mayor, Town of Micanopy

Approved as to legal form and content:

Derek Folds
Town Attorney

**CERTIFIED RECOVERY RESIDENCE
REASONABLE ACCOMMODATION REQUEST
APPLICATION FORM
TOWN OF MICANOPY, FLORIDA**

A. Derek Folds, Town Attorney

(Ordinance 2026-01)

1. Applicant's Name: _____

2. Mailing Address: _____

3. Telephone Number: _____

4. Email Address: _____

5. Property Address: _____

6. Property Parcel Number: _____

7. Consent of Current Owner of Subject Property: Applicant is Current Owner

Consent attached hereto

8. Existing Zoning District: _____

9. Previously Approved Conditions/Modifications: _____

10. Location of Off-Street Parking: _____

11. Requested Accommodation: _____

12. Regulation from which relief is sought: _____

Date: _____

Applicant Signature: _____

Instructions:

- 1. Complete Application.**
- 2. File Application with the Town Administrator.**

To be completed by Town
Administrator/Clerk:

Date Received: _____

Date of Decision: _____

Approved

Approved with Conditions

Denied



Serving Alachua
Bradford • Columbia
Dixie • Gilchrist • Hamilton
Lafayette • Levy • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

January 9, 2026

Ms. Sara S. Owen
Town Administrator/Clerk
Town of Micanopy
P.O. Box 137
Micanopy, FL 32667-0137

TRANSMITTED VIA ELECTRONIC MAIL

RE: COO 26-01 (Town Commission)

Ordinance 2026-01
Amending the
Code of Ordinances

Dear Sara:

Please find enclosed the above referenced ordinance. **This ordinance serves as both the first read and adoption ordinance.**

If any changes are made to the document, please send a copy of the changes to be made in strike-through underline format to me.

The Town Attorney should review the ordinance as to legal form and sufficiency.

Subsequent to adoption of the ordinance, please send a copy of the signed ordinance to me.

If you have any questions concerning the matter, please do not hesitate to contact Sandra Joseph, Senior Planner, at 352.955.2200, ext. 111.

Sincerely,

Scott R. Koons, AICP
Executive Director
Enclosure

SRK/cf

xc: Kiersten Ballou, Esq., Attorney
Patty Polk, Deputy Town Clerk
Derek Folds, Esq., Town Attorney

I:\2025\micanopy\coo_25-01_954\ordinance 2026-.docx



ORDINANCE 2026-02

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

1. “Public camping or sleeping” means:

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

2. The term does not include:

- a. Lodging or residing overnight in a motor vehicle that is registered, insured, and located in a place where it may lawfully be.**

b. Camping for recreational purposes on property designated for such purposes.

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

- 1. No person may engage in public camping or sleeping on any public property, including, but not limited to, any public building or its grounds, any public park, or any public right-of-way.**
- 2. Any person violating this section shall, upon being warned by a town official or a law enforcement officer, cease the prohibited activity. If the person continues the prohibited activity after such warning, the official or law enforcement officer may direct the individual to leave the premises. Any individual who does not leave as directed is subject to arrest for trespassing pursuant to Section 810.09 Florida Statutes.**
- 3. Any person meeting the definition of “homeless”, as defined in Title 24, Code of Federal Regulations, Section 583.5, violating this section shall first be offered an opportunity to go to a homeless shelter by a town official or law enforcement officer, if there is space available at such a shelter. The requirement to offer an opportunity to go to a homeless shelter shall not apply to any sexual predator or sexual offender subject to the registration requirements of Fla. Stat. § 943.0435, or to any person that is otherwise ineligible to stay at a homeless shelter.**
- 4. Nothing within this Section precludes the Town of Micanopy from pursuing other civil or administrative remedies.**

(e) Personal Property.

- 1. In the event law enforcement makes a physical arrest of any person under this Section, personal property belonging to the arrestee shall be retained by the Town for thirty-five (35) days after the person’s arrest or five (5) days after the person’s release, whichever is less. At the expiration of both of these time limits, the Town shall no longer be required to retain the personal property and may dispose of the personal property without notice.**
- 2. For purposes of this subsection, “personal property” means any item reasonably recognizable as belonging to a person and having apparent utility or monetary value. Items having no apparent utility or monetary value and items in an unsanitary condition may be immediately discarded. Weapons, drug paraphernalia, items appearing to be stolen, and evidence of a crime may be retained as evidence by law enforcement until an alternate disposition is determined. All personal property belonging to an arrestee which is not disposed of, or held as evidence, as provided above, shall be reasonably available for and released to an individual confirming ownership.**

(f) Signage.

- 1. At all times, the Town shall maintain no less than (2) signs, the location and design of which shall be determined by the Planning and Historic Preservation Board in compliance with Article 7 (Signs) of the Land and Development Code that includes at least the following information:**
 - a. “Overnight camping or sleeping is prohibited on public property”**
 - b. “If you are in need of shelter or assistance, please call (352) 792-0800 (GRACE Marketplace)”**

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

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

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

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

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

PASSED ON FIRST READING, THIS ____ DAY OF _____, 2026.

PASSED AND DULY ADOPTED, with a quorum present and voting by the Town Commission of the Town of Micanopy, Florida, after properly dispensing with the final reading this ____ day of _____, 2026.

Attest:

Town Of Micanopy

Patty Polk
Town Clerk

Jiana Williams
Mayor, Town of Micanopy

Approved as to legal form and content:

A. Derek Folds, Town Attorney

Town of Micanopy, Florida

General Fund

For period ending January 31, 2026

	Actual	Budget	Balance	% Received
	<u>2026</u>			
<u>Revenues</u>				
Taxes				
Ad Valorem	\$184,931	\$253,813	\$68,882	73%
Fuel Taxes				
Fuel Tax - First Local	\$11,818	\$30,000	\$18,182	39%
Fuel Tax - Second Local	\$8,625	\$20,000	\$11,375	43%
Half-cent sales tax	\$13,129	\$40,000	\$26,871	33%
Franchise fees				
Electricity - Duke Energy	\$16,296	\$50,000	\$33,704	33%
Utility Service taxes				
Electricity - Duke Energy	\$23,426	\$60,000	\$36,574	39%
Propane	\$408	\$3,000	\$2,592	14%
Communications	\$11,112	\$30,000	\$18,888	37%
Total Taxes	\$269,745	\$486,813	\$217,068	
Licenses and permits				
Occupational - Businesses	\$1,240	\$800	-\$440	155%
Occupational License - Landlord	\$320	\$500	\$180	64%
Occupational License - Insur Co	\$40	\$500	\$460	8%
Permits - Zoning Compliance	\$800	\$1,500	\$700	53%
Permits - Special Events	\$0	\$500	\$500	0%
Land Use	\$0	\$50	\$50	0%
Total Licenses/permits	\$2,400	\$3,850	\$1,450	
Intergovernmental				
Wild Spaces Public Places	\$13,859	\$44,000	\$30,141	31%
Other Infrastructure Surtax	\$13,859	\$44,000	\$30,141	31%
Fines - Civil Traffic	\$6,224	\$14,000	\$7,776	44%
Mobile Home Licenses	\$233	\$300	\$67	78%
Alcoholic Beverage Licenses	\$392	\$1,000	\$608	39%
Traffic Signal Maintenance	\$0	\$1,050	\$1,050	0%
Highway Lighting	\$0	\$5,100	\$5,100	
State Shared revenues	\$9,630	\$24,000	\$14,370	40%
Total Intergovernmental	\$44,197	\$133,450	\$89,253	

Town of Micanopy, Florida

For period ending January 31, 2026

	Actual	Budget	Balance	
		<u>2026</u>		
Other				
Interest	\$12,762	\$65,000	\$52,238	20%
Rents	\$3,839	\$4,050	\$211	95%
Misc Revenue	\$601	\$1,000	\$399	60%
Other Reimbursements	\$500	\$1,000	\$500	50%
Prior Year WSPP Restricted	\$0	\$30,000	\$30,000	0%
Prior Year Restricted	\$0	\$42,798	\$42,798	
CDBG-CV Grant	\$0	\$2,934,000	\$2,934,000	0%
Grants	\$0	\$300,000	\$300,000	0%
Insurance Reimbursements	\$0	\$0	\$0	
Total Other	\$17,702	\$3,377,848	\$3,360,146	
Charges for Services				
Transfer in				
Water	\$0	\$1,500	\$1,500	
Total Other Financing source	\$0	\$1,500	\$0	
Total Revenues/Other	\$334,044	\$4,003,461	\$3,667,917	

Town of Micanopy, Florida

For period ending January 31, 2026

	Actual	Budget	Balance	
		<u>2026</u>		
<u>Expenditures</u>				
<u>Town Commission</u>				
Personnel Services				
Salaries	\$11,200	\$33,600	\$22,400	33%
FICA	\$694	\$2,083	\$1,389	33%
Medicare	\$162	\$487	\$325	33%
Other Post Employment Benefits	\$941	\$2,650	\$1,709	36%
	<hr/>			
Total Salaries and Benefits	\$12,998	\$38,820	\$25,823	
Operating Expenses				
Professional Development	\$0	\$5,500	\$5,500	0%
Capital Outlay	\$0	\$0	\$0	
	<hr/>			
Total Operating Expenses	\$0	\$5,500	\$5,500	
	<hr/>			
Total Town Commission	\$12,998	\$44,320	\$31,323	

Town of Micanopy, Florida

For period ending January 31, 2026

	Actual	Budget	Balance	
		<u>2026</u>		
<u>Town Administrator / Clerk</u>				
Personnel Services				
Salaries	\$26,960	\$100,658	\$73,698	27%
Overtime	\$1,190	\$2,500	\$1,310	48%
Health Insurance	\$3,753	\$14,850	\$11,097	25%
FICA	\$1,745	\$6,396	\$4,651	27%
Medicare	\$408	\$1,496	\$1,088	27%
Professional Development	\$75	\$2,500	\$2,425	3%
Total Salaries and Benefits	\$34,131	\$128,400	\$94,269	
Operating expenses				
Workers Comp	\$500	\$1,000	\$500	50%
Office Supplies	\$0	\$1,500	\$1,500	0%
Dues and Publications	\$236	\$1,500	\$1,264	16%
Capital Outlay	\$0	\$0	\$0	
Total Operating Expenses	\$736	\$4,000	\$3,264	
Total Town Administrator	\$34,867	\$132,400	\$97,533	

Town of Micanopy, Florida

For period ending January 31, 2026

	Actual	Budget	Balance	
		2026		
<u>General Government Operating</u>				
Operations				
Insurance - Liability	\$2,194	\$4,387	\$2,193	50%
Insurance - Property	\$9,304	\$18,607	\$9,303	50%
Office Equipment Maintenance	\$0	\$4,000	\$4,000	0%
Building Maintenance	\$1,250	\$5,000	\$3,750	25%
Utilities				
Electric - Town Hall	\$2,170	\$12,000	\$9,830	18%
Electric - Museum	\$181	\$1,200	\$1,019	15%
Electric - Archive	\$319	\$1,800	\$1,481	18%
Electric - Cemetery	\$97	\$550	\$453	18%
Electric - Fire Station	\$1,136	\$5,000	\$3,864	23%
Telephone - Town Hall	\$562	\$2,200	\$1,638	26%
Internet	\$570	\$2,600	\$2,030	22%
Operating Supplies	\$925	\$6,500	\$5,575	14%
Office Supplies	\$284	\$5,000	\$4,716	6%
Postage	\$0	\$500	\$500	0%
Elevator Service	\$2,313	\$2,500	\$187	93%
Janitorial Supplies	\$142	\$300	\$158	47%
Pest & Termite Control	\$564	\$3,500	\$2,936	16%
Contracted Services	\$952	\$12,500	\$11,548	8%
Professional Services				
IT	\$1,198	\$8,500	\$7,302	14%
Auditor	\$0	\$10,000	\$10,000	0%
Engineering / Surveying	\$0	\$3,000	\$3,000	0%
Janitorial	\$2,300	\$6,600	\$4,300	35%
Dues and Publications	\$1,177	\$1,200	\$23	98%
Promotional	\$1,215	\$3,000	\$1,785	41%
Capital Outlay - Other Infrastructure	\$24,032	\$50,000	\$25,968	
CDBG-CV Grant	\$0	\$925,500	\$925,500	0%
Capital Outlay - CDBG-CV Grant	\$0	\$2,000,000	\$2,000,000	0%
General Govt Operations	\$52,885	\$3,095,944	\$3,043,059	

Town of Micanopy, Florida

For period ending January 31, 2026

	Actual	Budget	Balance	
	<u>2026</u>			
<u>Legal</u>				
Contractual- City Attorney	\$12,360	\$38,000	\$25,640	33%
Advertisement	\$150	\$4,000	\$3,850	4%
Total Legal	\$12,510	\$42,000	\$29,490	
<u>Land Development Planning</u>				
Contractual - Planning Services	\$1,137	\$7,000	\$5,863	16%
Advertisement	\$0	\$1,500	\$1,500	0%
Total and Development Planning	\$1,137	\$8,500	\$7,363	
<u>Elections</u>				
Expenses	\$0	\$3,500	\$3,500	
Advertising	\$0	\$100	\$100	
Postage	\$0	\$50	\$50	
Total Elections	\$0	\$3,650	\$3,650	
Total General Government	\$114,397	\$3,326,814	\$3,212,417	
<u>Public Works</u>				
<u>Personnel Services</u>				
Salaries	\$13,501	\$33,313	\$19,812	41%
Health Insurance	\$2,805	\$11,000	\$8,195	26%
Overtime	\$192	\$2,500	\$2,308	8%
Part-Time	\$16,350	\$61,737	\$45,387	26%
FICA	\$1,863	\$6,048	\$4,185	31%
Medicare	\$436	\$1,414	\$978	31%
Retirement	\$0	\$0	\$0	
Uniforms	\$499	\$300	-\$199	
Total Salaries and Benefits	\$35,645	\$116,312	\$80,667	

Town of Micanopy, Florida

For period ending January 31, 2026

	Actual	Budget	Balance	
	<u>2026</u>			
Operating expenses				
Street Lights	\$4,302	\$21,208	\$16,906	20%
Insurance - Auto	\$2,498	\$4,996	\$2,498	50%
Insurance - Liability	\$198	\$397	\$199	50%
Insurance - Property	\$1,532	\$3,064	\$1,532	50%
Workmans Comp	\$2,449	\$5,500	\$3,051	45%
School Signal Maintenance	\$0	\$675	\$675	0%
Repairs and Maint- Equip	\$289	\$1,800	\$1,511	16%
Operating Supplies	\$5,722	\$10,000	\$4,278	57%
Uniforms	\$499	\$300	-\$199	166%
Professional Development	\$0	\$500	\$500	
Vehicle Repair / Maintenance	\$0	\$750	\$750	0%
Fuel	\$758	\$5,500	\$4,742	14%
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	\$23,500	\$42,000	\$18,500	56%
Total Operating Supplies	\$44,687	\$116,690	\$72,003	
Total Public Works	\$80,332	\$233,002	\$152,670	
<u>Public Safety</u>				
Fire Safety Fund Contribution	\$0	\$135,000	\$135,000	0%
Total Public Safety	\$0	\$135,000	\$135,000	

Town of Micanopy, Florida

For period ending January 31, 2026

	Actual	Budget	Balance	
		2026		
<u>Parks</u>				
Operating expenses				
Utilities - parks	\$2,705	\$9,350	\$6,645	29%
Insurance - Property	\$1,123	\$2,245	\$1,122	50%
Maintenance & Repairs	\$687	\$2,200	\$1,513	31%
Operating Supplies	\$5,101	\$4,000	-\$1,101	128%
Tree City	\$0	\$600	\$600	0%
Special Events - Independence Day	\$0	\$7,500	\$7,500	0%
Special Event - Light up Micanopy	\$548	\$1,500	\$952	37%
Special Event -Halloween	\$0	\$500	\$500	0%
Special Event - Other Events	\$0	\$750	\$750	0%
Wild Spaces Public Places	\$0	\$0	\$0	
Capital Outlay - WSPP	\$2,893	\$280,000	\$277,107	1%
Total Parks	\$13,057	\$308,645	\$295,588	
Total Expenditures	\$207,787	\$4,003,461	\$3,795,675	
Net Revenue Over Expenses	\$126,257	(\$0)	(\$127,758)	

Town of Micanopy, Florida

Solid Waste Fund

For period ending January 31, 2026

	Actual	Budget	Balance	
	<u>2026</u>			
<u>Revenues</u>				
Charges				
Solid Waste Charges	\$37,111	\$121,303	\$84,192	31%
Total Charges	\$37,111	\$121,303	\$84,192	
Total Revenues	\$37,111	\$121,303	\$84,192	
<u>Expenditures</u>				
Contractual Services - Residential	\$21,182	\$66,900	\$45,718	32%
Contractual Services - Commercial	\$15,801	\$48,253	\$32,452	33%
Operating Supplies	\$0	\$150	\$150	0%
Transfer to Water Fund	\$0	\$6,000	\$6,000	0%
Total Expenditures	\$36,983	\$121,303	\$84,320	
Net Revenue Over Expenses	\$128	\$0	-\$128	

Town of Micanopy, Florida

Water Fund

For period ending January 31, 2026

	Actual	Budget	Balance	
		<u>2026</u>		
<u>Revenues</u>				
Operating Income				
Charges				
Water Use	\$63,366	\$209,470	\$146,104	30%
Service Charge	\$1,199	\$8,000	\$6,801	15%
Backflow Testing	\$0	\$4,500		
New Connection	\$0	\$0	\$0	
Interest	\$3,027	\$8,000	\$4,973	38%
Total Charges	<u>\$67,592</u>	<u>\$229,970</u>	<u>\$157,878</u>	
Other				
Transfer from Solid Waste	\$0	\$6,000	\$6,000	0%
SRF Grant / Loan - Planning & Design	\$0	\$177,500	\$177,500	0%
SRF Grant / Loan - construction	\$0	\$1,442,700	\$1,442,700	0%
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	<u>\$0</u>	<u>\$2,948,742</u>	<u>\$1,921,742</u>	
Total Revenues	<u>\$67,592</u>	<u>\$3,178,712</u>	<u>\$2,079,620</u>	

Expenditures

Personnel Services

Salaries - Operation	\$28,309	\$98,937	\$70,628	29%
Overtime	\$2,354	\$5,000	\$2,646	47%
Health Insurance	\$3,307	\$13,200	\$9,893	25%
FICA	\$1,901	\$6,444	\$4,543	30%
Medicare	\$445	\$1,507	\$1,062	30%
Retirement	\$675	\$1,950	\$1,275	35%
Workers Comp	\$1,000	\$2,000	\$1,000	50%
Total personnel Services	\$37,991	\$129,038	\$91,047	

Operating Expenses

Contractual Services				
Water Operator	\$3,292	\$12,000	\$8,708	27%
Audit	\$0	\$7,500	\$7,500	0%
Annual Service Contract	\$12,011	\$12,500	\$489	96%
Backflow Prevention	\$2,880	\$4,500	\$1,620	64%
Billing Software	\$0	\$3,200	\$3,200	0%
Professional Development	\$0	\$2,000	\$2,000	0%
Uniforms	\$514	\$0	-\$514	
Postage	\$1,400	\$2,500	\$1,100	56%
Utilities - Electricity	\$913	\$7,200	\$6,287	13%
Utilities - Communication Line	\$243	\$750	\$507	32%

Town of Micanopy, Florida

For period ending January 31, 2026

	Actual	Budget	Balance	
		<u>2026</u>		
Insurance				
Liability	\$2,194	\$4,387	\$2,193	50%
Property	\$2,509	\$5,017	\$2,508	50%
Maintenance				
Building	\$105	\$1,000	\$895	11%
Equipment	\$0	\$2,500	\$2,500	0%
Water Testing	\$3,730	\$5,500	\$1,770	68%
Water Line Repairs	\$0	\$2,000	\$2,000	0%
Operating Supplies	\$2,057	\$1,500	-\$557	137%
Office Supplies	\$0	\$750	\$750	0%
Chemicals	\$1,467	\$7,000	\$5,533	21%
Dues	\$0	\$1,500	\$1,500	0%
Total Operating Expense	\$33,315	\$83,304	\$49,989	
Total Personnel and Operating	\$71,306	\$212,342	\$99,978	
Other				
Capital	\$0	\$5,000	\$5,000	0%
Capital Improvement - Planning & Desig	\$0	\$742,600	\$742,600	0%
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	\$0	\$2,841,800	\$2,841,800	
Total Water Fund Expenses	\$71,306	\$3,054,142	\$2,941,778	
Net income/ (loss)	(\$3,714)	\$124,570	(\$862,158)	

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

	Jan 31, 26
ASSETS	
Current Assets	
Checking/Savings	
11000 · Cash	
11001 · Checking-Community State (.25)	2.29
11004 · General Fund	326,127.35
11005 · Enterprise Fund	183,046.27
11006 · Customer Deposit	30,240.27
11007 · CDBG	50.00
11008 · Money Market Account	120,504.81
1109 · Debt Service Account	362,171.86
11016 · CD 7159	250,000.00
11019 · CD 7381	250,000.00
11020 · CD 7414	250,000.00
11021 · CD 7676	250,035.41
11022 · CD 1674	500,000.00
11023 · CD 5113	250,000.00
Total 11000 · Cash	2,772,178.26
11450 · Petty Cash	100.00
Total Checking/Savings	2,772,278.26
Accounts Receivable	
11500 · Accounts Receivable	
115099 · Unbilled Receivable for Water	15,246.00
11506 · A/R - Water Customers	55,293.18
11509 · A/R - Miscellaneous	4,214.01
Total 11500 · Accounts Receivable	74,753.19
Total Accounts Receivable	74,753.19
Other Current Assets	
11025 · Raymond James Brokerage	22,811.88
13900 Due from General Fund	7,283.00
13700 · Due from Other	40,683.12
Total Other Current Assets	70,778.00
Total Current Assets	2,917,809.45
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	3,621,555.30
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	5,347.89
Total Accounts Payable	5,347.89

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

	Jan 31, 26
Other Current Liabilities	
210050 Settlement Liability	2,000.40
24700 · Due to Utility Fund	7,283.00
24600 · Due to General Fund for Payroll	360.00
21000 · Accounts Payable - Vendors	75,700.00
22000 · Deferred Compensation Payable	-325.00
24000 · Payroll Liabilities	-2,376.57
25000 · Accrued Compensated Absences	6,745.75
25500 · Accrued Payroll	
25501 · Accrued Payroll - General	-10,904.90
25500 · Accrued Payroll - Other	27,795.93
	16,891.03
Total 25500 · Accrued Payroll	16,891.03
	106,278.61
Total Other Current Liabilities	106,278.61
Total Current Liabilities	111,626.50
Long Term Liabilities	
26000 · Water Deposits	30,474.69
	30,474.69
Total Long Term Liabilities	30,474.69
Total Liabilities	142,101.19
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
	1,517,068.13
Total 29000 · Restricted Fund Balance	1,517,068.13
29999 · Unrestricted Fund Balance	1,839,461.22
Net Income	122,924.76
	3,479,454.11
Total Equity	3,479,454.11
TOTAL LIABILITIES & EQUITY	3,621,555.30



Town of _____

Micanopy
Florida

February 10, 2026

Town Administrator's Report

(Informational Only)

New Employee Introduction

Staff is pleased to introduce **Cindy Bishop** as the Town's newest employee. Cindy lives locally and recently retired from the Micanopy Branch Library. She brings with her extensive experience in public service and a strong connection to the community she now serves in this new role. We are excited to welcome Cindy to the Town team and look forward to the knowledge and perspective she brings.

2026 Municipal Election Update

The Town will not be conducting a municipal election this year. Both incumbents for Commission Seats 4 and 5 were the only individuals to qualify for their respective seats. As a result, next month's meeting will serve as a restructuring meeting only, with no election required.

Town Hall Building Assessment

Staff has observed several cracks within the Town Hall building that appear to be increasing in size, along with some additional cracking in interior walls. Out of an abundance of caution, a structural engineer was contacted to assess the condition of the building and confirm its structural integrity. As part of this effort, Public Works entered the crawl space and documented the condition of the floor joists through photographs and video, which have been provided to the engineer for review. Staff will keep the Commission informed as additional information becomes available.