



Town Commission Regular Meeting Agenda

Tuesday, April 08, 2025 at 7:00 PM

706 NE Chokolka BLVD

CALL TO ORDER

INVOCATION AND PLEDGE OF ALLEGIANCE TO FLAG

ROLL CALL

CONSENT AGENDA

1. Agenda Approval
2. Regular Commission Meeting Minutes of March 11, 2025

GUESTS

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

CITIZEN'S FORUM

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

TOWN COMMISSION LIAISON REPORTS

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

CITIZEN BOARD AND COMMITTEE REPORTS

8. Planning and Historic Preservation Board
9. Tree Committee

TOWN ATTORNEY REPORT

10. First Reading of Ordinance No. 2025-02, Amendment to the Future Land Use Plan of the Comprehensive Plan
11. First Reading of Ordinance No. 2025-03, Amending the Official Zoning Map of the Land Development Code

REVIEW AND ACCEPTANCE OF FINANCIAL TRANSACTIONS AND REPORTS

12. Acceptance of the Financial Reporting for Period Ending March 31, 2025
13. Proposed 2nd Quarter Budget Amendments

TOWN ADMINISTRATOR REPORT

NEW BUSINESS

- 14.** FRDAP Grant P25088 - General Administration Contract for Micanopy Native American Heritage Preserve
- 15.** FRDAP grant P25062 - General Administration Contract for Carson Roberts Sports Complex
- 16.** Agreement between Town and Micanopy Athletic Association
- 17.** Proposed Facility Use Policy for Town Hall
- 18.** Acceptance of Appraisal Services - Response to RFP
- 19.** Proposed Agreement with Central Bidding

UNFINISHED BUSINESS

TOWN COMMISSIONER REPORTS

- 20.** Commissioner (Seat 1) Judy Galloway
- 21.** Commissioner (Seat 3) David Massey
- 22.** Commissioner (Seat 4) Kevin Putansu
- 23.** 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.



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April 2, 2025

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

TRANSMITTED VIA ELECTRONIC MAIL

RE: Application No. CPA 25-01 (Town Commission)

Ordinance
Concerning an Amendment to the
Future Land Use Plan Map of the Comprehensive Plan

Dear Sara:

Please find enclosed the above referenced ordinance for first reading only. Prior to the second reading of the ordinance, an ordinance for adoption and signature will be sent to the Town.

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

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
S. Scott Walker, Esq., Town Attorney

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MICANOPY, SEMINOLE CHIEF

TOWN OF MICANOPY, FLORIDA

ORDINANCE NUMBER 2025-02

BEFORE THE TOWN COMMISSION

AN ORDINANCE OF THE TOWN OF MICANOPY, FLORIDA, AMENDING THE FUTURE LAND USE PLAN MAP OF THE TOWN OF MICANOPY COMPREHENSIVE PLAN, AS AMENDED; RELATING TO AN AMENDMENT OF 50 OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, CPA 25-01, BY THE PROPERTY OWNER OF SAID ACREAGE, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR AMENDING THE FUTURE LAND USE PLAN MAP BY CHANGING THE FUTURE LAND USE CLASSIFICATION FROM COUNTY, RURAL COMMERCIAL AGRICULTURE TO TOWN CONSERVATION ON CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE TOWN OF MICANOPY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended, empowers the Town Commission of the Town of Micanopy, Florida, hereinafter referred to as the Town Commission, to prepare, adopt and implement a comprehensive plan;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, empowers and requires the Town Commission to prepare, adopt and implement a comprehensive plan;

WHEREAS, an application for an amendment, as described below, has been filed with the Town;

WHEREAS, the Planning and Historic Preservation Board of the Town of Micanopy, Florida, has been designated as the Local Planning Agency of the Town of Micanopy, Florida, hereinafter referred to as the Planning and Historic Preservation Board, serving also as the Local Planning Agency;

WHEREAS, pursuant to Section 163.3174, Florida Statutes, as amended, and the Land Development Code, as amended, the Planning and Historic Preservation Board, serving also as the Local Planning Agency, held the required public hearing, with public notice having been provided, on said application for an amendment, as described below, and at said public hearing, the Planning and Historic Preservation Board, serving also as the Local Planning Agency; reviewed and considered all comments received during said public hearing and the Concurrency Management Assessment concerning said application for an amendment, as described below, and recommended to the Town Commission approval of said application for an amendment, as described below;

WHEREAS, the Town Commission held the required public hearing, with public notice having been provided, under the procedures established in Sections 163.3161 to 163.3248, Florida Statutes, as amended, on said application for an amendment, as described below, and at said public hearing, the Town Commission reviewed and considered all comments received during said public hearing, including the recommendation of the Planning and Historic Preservation Board, serving also as the Local Planning Agency; and the Concurrency Management Assessment concerning said application for an amendment, as described below;

WHEREAS, the Town Commission has determined and found said application for an amendment, as described below, to be compatible with the Land Use Element objectives and policies, and those of other affected elements of the Comprehensive Plan;

WHEREAS, the Town Commission has determined and found that approval of an application for an amendment, as described below, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare.

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

Section 1. Pursuant to an application, CPA 25-01, by the Town Commission, to amend the Future Land Use Plan Map of the Comprehensive Plan by changing the future land use classification on certain lands, the land use classification is hereby changed from COUNTY, RURAL COMMERCIAL AGRICULTURE to TOWN CONSERVATION on property described, as follows:

A parcel of land lying in Section 25, Township 11 South, Range 20 East, Alachua County, Florida. Being more particularly described as follows: Commence at the Northwest corner of said Section 25; thence East, along the North line of said Section 25, a distance of 1,518.00 feet; thence South 01°14'18" East 3,119.32 feet to the centerline of Hunter Avenue; thence South 01°14'28" East 969.51 feet to the Point of Beginning; thence South 01°24'14" East 73.97 feet to the North right-of-way line of Southeast 165th Avenue; thence South 82°39'48" East, along the North right-of-way line of said Southeast 165th Avenue, 613.64 feet to the beginning of a curve concave to the Southwest, having a radius of 1,533.05 feet and being subtended by a chord bearing and distance of South 76°54'48" East, 281.45 feet; thence Southeasterly, along the North right-of-way line of said Southeast 165th Avenue and along the arc of said curve, through a central angle of 10°32'01", and an arc length of 281.84 feet to a reverse curve concave to the Northwest, having a radius of 50.00 feet and being subtended by a chord bearing and distance of North 29°33'40" East, 100.00 feet; thence Northeasterly, along the North right-of-way line of said Southeast 165th Avenue and along the arc of said curve, through a central angle of 180°00'00" and an arc length of 157.08 feet to the Southwesterly right-of-way line of U.S. Highway 441 (State Road 25) and to a reverse curve concave to the Northeast, having a radius of 17,188.74 feet and being subtended by a chord bearing and distance of North 40°44'26" West 467.74 feet; thence Northwesterly, along the Southwesterly right-of-way line of said U.S. Highway 441 (State Road 25) and along the arc of said curve, through a central angle of 01°33'33" and an arc length of 467.75 feet to the end of said curve; thence North 40°01'58" West along the Southwesterly right-of-way line of said U.S. Highway 441 (State Road 25), a distance of 81.46 feet; thence South 49°57'20" West 290.35 feet; thence North 40°03'58" West 150.09 feet; thence the following eight (8) courses; (1) thence North 12°51'16" West 248.96 feet; (2) thence North 03°58'40" West 107.90 feet; (3) thence South 86°20'35" West 48.75 feet; (4) thence South 03°39'06" East 17.70 feet; (5) thence South 86°20'28" West 64.17 feet; (6) thence South 03°39'11" East 90.16 feet; (7) thence North 86°21'26" East 83.18 feet; (8) thence South 12°52'22" East 261.11 feet; thence South 40°00'09" East 137.34 feet; thence South 73°04'30" West 332.54 feet to the Point of Beginning.

Containing 5.59 acres, more or less.

Section 2. 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 3. Conflict. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This ordinance shall become effective upon adoption.

The effective date of this plan amendment shall be thirty-one (31) days following the date of adoption of this plan amendment. However, if any affected person files a petition with the Florida Division of Administrative Hearings pursuant to Section 120.57, Florida Statutes, as amended, to request a hearing to challenge the compliance of this plan amendment with Sections 163.3161 through 163.3248, Florida Statutes, as amended, within thirty (30) days following the date of adoption of this plan amendment, this plan amendment shall not become effective until the Florida Department of Commerce or the Florida Administration Commission, respectively, issues a final order determining this plan amendment is in compliance. No development orders, development permits or land uses dependent on this plan amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued, this plan amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Florida Department of Commerce, Division of Community Development, 107 East Madison Street, Caldwell Building, First Floor, Tallahassee, Florida 32399-4120.

Section 5. Authority. This ordinance is adopted pursuant to the authority granted by Section 166.021, Florida Statutes, as amended, and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

On first reading passed by a vote of ____ to ____ on the 8th day of April 2025.

On second reading passed by a vote of ____ to ____ on this ____ day of _____ 2025.

**TOWN COMMISSION OF THE
TOWN OF MICANOPY, FLORIDA**

Jiana Williams, Mayor

ATTEST:

Sara S. Samario, Town Clerk

Approved as to legal form and content:

S. Scott Walker, Town Attorney



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April 2, 2025

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

TRANSMITTED VIA ELECTRONIC MAIL

RE: Application No. Z 25-01 (Town Commission)

Ordinance
Concerning an Amendment to the
Official Zoning Map of the Land Development Code

Dear Sara:

Please find enclosed the above referenced ordinance for first reading only. Prior to the second reading of the ordinance, an ordinance for adoption and signature will be sent to the Town.

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

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
S. Scott Walker, Esq., Town Attorney

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MICANOPY, SEMINOLE CHIEF

TOWN OF MICANOPY, FLORIDA

ORDINANCE NUMBER 2025-03

BEFORE THE TOWN COMMISSION

AN ORDINANCE OF THE TOWN OF MICANOPY, FLORIDA, RELATING TO THE REZONING OF LESS THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 25-01, BY THE PROPERTY OWNER, AMENDING THE OFFICIAL ZONING MAP OF THE TOWN OF MICANOPY LAND DEVELOPMENT CODE, AS AMENDED; PROVIDING FOR CHANGING THE ZONING DISTRICT FROM COUNTY, HIGHWAY ORIENTED BUSINESS (BH) TO TOWN CONSERVATION (CON) OF THE TOWN OF MICANOPY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AN EFFECTIVE DATE

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

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, requires the Town Commission to prepare and adopt regulations concerning the use of land and water to implement a comprehensive plan;

WHEREAS, an application for an amendment, as described below, has been filed with the Town;

WHEREAS, the Planning and Historic Preservation Board of the Town of Micanopy, Florida, has been designated as the Local Planning Agency of the Town of Micanopy, Florida, hereinafter referred to as the Planning and Historic Preservation Board, serving also as the Local Planning Agency;

WHEREAS, pursuant to Section 163.3174, Florida Statutes, as amended, and the Land Development Code, as amended, the Planning and Historic Preservation Board, serving also as the Local Planning Agency, held the required public hearing, with public notice having been provided, on said application for an amendment, as described below, and at said public hearing, the Planning and Historic Preservation Board, serving also as the Local Planning Agency reviewed and considered all comments received during said public hearing and the Concurrency Management Assessment concerning said application for an amendment, as described below, and recommended to the Town Commission approval of said application for an amendment, as described below;

WHEREAS, pursuant to Section 166.041, Florida Statutes, as amended, the Town Commission held the required public hearing, with public notice having been provided, on said application for an amendment, as described below, and at said public hearing, the Town Commission reviewed and considered all comments received during said public hearing, including the recommendation of the Planning and Historic Preservation Board, serving also as the Local Planning Agency, and the Concurrency Management Assessment concerning said application for an amendment, as described below; and

WHEREAS, the Town Commission has determined and found that approval of said application for an amendment, as described below, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare.

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

Section 1. Pursuant to an application, Z 25-01, by the Town Commission, to amend the Official Zoning Map of the Land Development Code by changing the zoning district on certain lands, the zoning district is hereby changed from COUNTY, HIGHWAY ORIENTED BUSINESS (BH) to TOWN CONSERVATION (CON) on property described, as follows:

A parcel of land lying in Section 25, Township 11 South, Range 20 East, Alachua County, Florida. Being more particularly described as follows: Commence at the Northwest corner of said Section 25; thence East, along the North line of said Section 25, a distance of 1,518.00 feet; thence South 01°14'18" East 3,119.32 feet to the centerline of Hunter Avenue; thence South 01°14'28" East 969.51 feet to the Point of Beginning; thence South 01°24'14" East 73.97 feet to the North right-of-way line of Southeast 165th Avenue; thence South 82°39'48" East, along the North right-of-way line of said Southeast 165th Avenue, 613.64 feet to the beginning of a curve concave to the Southwest, having a radius of 1,533.05 feet and being subtended by a chord bearing and distance of South 76°54'48" East, 281.45 feet; thence Southeasterly, along the North right-of-way line of said Southeast 165th Avenue and along the arc of said curve, through a central angle of 10°32'01", and an arc length of 281.84 feet to a reverse curve concave to the Northwest, having a radius of 50.00 feet and being subtended by a chord bearing and distance of North 29°33'40" East, 100.00 feet; thence Northeasterly, along the North right-of-way line of said Southeast 165th Avenue and along the arc of said curve, through a central angle of 180°00'00" and an arc length of 157.08 feet to the Southwesterly right-of-way line of U.S. Highway 441 (State Road 25) and to a reverse curve concave to the Northeast, having a radius of 17,188.74 feet and being subtended by a chord bearing and distance of North 40°44'26" West 467.74 feet; thence Northwesterly, along the Southwesterly right-of-way line of said U.S. Highway 441 (State Road 25) and along the arc of said curve, through a central angle of 01°33'33" and an arc length of 467.75 feet to the end of said curve; thence North 40°01'58" West, along the Southwesterly right-of-way line of said U.S. Highway 441 (State Road 25), a distance of 81.46 feet; thence South 49°57'20" West 290.35 feet; thence North 40°03'58" West 150.09 feet; thence the following eight (8) courses; (1) thence North 12°51'16" West 248.96 feet; (2) thence North 03°58'40" West 107.90 feet; (3) thence South 86°20'35" West 48.75 feet; (4) thence South 03°39'06" East 17.70 feet; (5) thence South 86°20'28" West 64.17 feet; (6) thence South 03°39'11" East 90.16 feet; (7) thence North 86°21'26" East 83.18 feet; (8) thence South 12°52'22" East 261.11 feet; thence South 40°00'09" East 137.34 feet; thence South 73°04'30" West 332.54 feet to the Point of Beginning.

Containing 5.59 acres, more or less.

Section 2. 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 3. Conflict. All ordinances or portions of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This ordinance shall become effective upon adoption.

The effective date of this amendment, Z 25-01, to the Official Zoning Map shall be the same date as the effective date of Future Land Use Plan Map Amendment, CPA 25-01. If Future Land Use Plan Map Amendment, CPA 25-01, does not become effective, this amendment, Z 25-01, to the Official Zoning Map shall not become effective. No development orders, development permits or land uses dependent on this amendment, Z 25-01, to the Official Zoning Map may be issued or commence before it has become effective.

Section 5. Authority. This ordinance is adopted pursuant to the authority granted by Section 166.021, Florida Statutes, as amended, and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

On first reading passed by a vote of _____ to _____ on the 8th day of April 2025.

On second reading passed by a vote of ___ to ___ on this ___ day of _____ 2025.

**TOWN COMMISSION OF THE
TOWN OF MICANOPY, FLORIDA**

Jiana Williams, Mayor

ATTEST:

Sara S. Samario, Town Clerk

Approved as to legal form and content:

S. Scott Walker, Town Attorney

Town of Micanopy, Florida

General Fund

For period ending March 31, 2025

	Actual	Budget	Balance	% Received
	<u>2025</u>			
<u>Revenues</u>				
Taxes				
Ad Valorem	\$197,452	\$238,589	\$41,137	83%
Fuel Taxes				
Fuel Tax - First Local	\$17,716	\$35,000	\$17,284	51%
Fuel Tax - Second Local	\$12,831	\$25,000	\$12,169	51%
Half-cent sales tax	\$21,295	\$40,000	\$18,705	53%
Franchise fees				
Electricity - Duke Energy	\$29,341	\$41,000	\$11,659	72%
Utility Service taxes				
Electricity - Duke Energy	\$32,932	\$53,000	\$20,068	62%
Propane	\$2,212	\$3,000	\$788	74%
Communications	\$16,399	\$25,000	\$8,601	66%
Total Taxes	\$330,178	\$460,589	\$130,411	
Licenses and permits				
Occupational - Businesses	\$400	\$2,200	\$1,800	18%
Occupational License - Landlord	\$40	\$2,000	\$1,960	2%
Occupational License - Insur Co	\$0	\$1,500	\$1,500	0%
Permits - Zoning Compliance	\$1,550	\$1,500	-\$50	103%
Permits - Special Events	\$0	\$500	\$500	0%
Land Use	\$50	\$200	\$150	25%
Total Licenses/permits	\$2,040	\$7,900	\$5,860	
Intergovernmental				
Wild Spaces Public Places	\$23,649	\$44,000	\$20,351	54%
Other Infrastructure Surtax	\$23,649	\$44,000	\$20,351	54%
Fines - Civil Traffic	\$10,727	\$14,000	\$3,273	77%
Mobile Home Licenses	\$267	\$300	\$33	89%
Alcoholic Beverage Licenses	\$1,126	\$1,000	-\$126	113%
Traffic Signal Maintenance	\$0	\$950	\$950	0%
State Shared revenues	\$13,503	\$23,500	\$9,997	57%
Total Intergovernmental	\$72,921	\$127,750	\$54,829	

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
Other				
Interest	\$39,277	\$65,000	\$25,723	60%
Rents	\$0	\$5,400	\$5,400	0%
Misc Revenue	\$863	\$1,500	\$637	58%
Other Reimbursements	\$600	\$1,200	\$600	50%
Prior Year WSPP Restricted	\$0	\$25,000	\$25,000	0%
Prior Year Restricted	\$0	\$0	\$0	
CDBG-CV Grant	\$0	\$2,934,000	\$2,934,000	0%
Grants	\$0	\$350,000	\$350,000	0%
Insurance Reimbursements	\$2,660	\$0	-\$2,660	
Total Other	\$43,400	\$3,382,100	\$3,338,700	
Charges for Services				
Transfer in				
Water	\$0	\$0	\$0	
Total Other Financing source	\$0	\$0	\$0	
Total Revenues/Other	\$448,539	\$3,978,339	\$3,529,800	

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
<u>Expenditures</u>				
<u>Town Commission</u>				
Personnel Services				
Salaries	\$16,800	\$33,600	\$16,800	50%
FICA	\$1,129	\$2,083	\$954	54%
Medicare	\$264	\$487	\$223	54%
Other Post Employment Benefits	\$1,411	\$2,650	\$1,239	53%
	<hr/>			
Total Salaries and Benefits	\$19,604	\$38,820	\$19,216	
Operating Expenses				
Professional Development	\$1,341	\$5,500	\$4,159	24%
Capital Outlay	\$0	\$0	\$0	
	<hr/>			
Total Operating Expenses	\$1,341	\$5,500	\$4,159	
	<hr/>			
Total Town Commission	\$20,945	\$44,320	\$23,375	

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Balance	
	<u>2025</u>			
<u>Town Administrator / Clerk</u>				
Personnel Services				
Salaries	\$37,581	\$75,161	\$37,580	50%
Overtime	\$1,067	\$2,500	\$1,433	43%
Health Insurance	\$5,725	\$13,500	\$7,775	42%
FICA	\$2,396	\$4,815	\$2,419	50%
Medicare	\$560	\$1,126	\$566	50%
Professional Development	\$0	\$2,500	\$2,500	0%
Total Salaries and Benefits	\$47,330	\$99,602	\$52,272	
Operating expenses				
Workers Comp	\$600	\$543	-\$57	110%
Office Supplies	\$129	\$500	\$371	26%
Dues and Publications	\$593	\$1,500	\$907	40%
Capital Outlay	\$0	\$0	\$0	
Total Operating Expenses	\$1,322	\$2,543	\$1,221	
Total Town Administrator	\$48,652	\$102,145	\$53,493	

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Balance	
	<u>2025</u>			
<u>General Government Operating</u>				
Operations				
Insurance - Liability	\$5,000	\$5,500	\$500	91%
Insurance - Property	\$16,841	\$25,000	\$8,159	67%
Office Equipment Maintenance	\$2,927	\$1,500	-\$1,427	195%
Building Maintenance	\$45,406	\$3,500	-\$41,906	1297%
Utilities				
Electric - Town Hall	\$5,902	\$10,000	\$4,098	59%
Electric - Museum	\$527	\$650	\$123	81%
Electric - Archive	\$867	\$900	\$33	96%
Electric - Cemetery	\$230	\$500	\$270	46%
Electric - Fire Station	\$2,434	\$3,500	\$1,066	70%
Telephone - Town Hall	\$1,574	\$2,100	\$526	75%
Internet	\$1,211	\$2,500	\$1,289	48%
Operating Supplies	\$2,262	\$6,500	\$4,238	35%
Office Supplies	\$3,532	\$2,600	-\$932	136%
Postage	\$8	\$1,000	\$992	1%
Elevator Service	\$894	\$2,500	\$1,606	36%
Janitorial Supplies	\$92	\$250	\$158	37%
Pest & Termite Control	\$2,000	\$3,000	\$1,000	67%
Contracted Services	\$5,337	\$5,000	-\$337	107%
Professional Services				
IT	\$2,995	\$8,500	\$5,505	35%
Auditor	\$728	\$5,000	\$4,272	15%
Engineering / Surveying	\$0	\$3,000	\$3,000	0%
Janitorial	\$3,950	\$6,600	\$2,650	60%
Dues and Publications	\$632	\$1,200	\$568	53%
Promotional	\$1,641	\$5,500	\$3,859	30%
Capital Outlay - Other Infrastructure	\$11,846	\$0	-\$11,846	
CDBG-CV Grant	\$0	\$934,000	\$934,000	0%
Capital Outlay - CDBG-CV Grant	\$0	\$2,000,000	\$2,000,000	0%
General Govt Operations	\$118,836	\$3,040,300	\$2,921,464	

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Balance	
	<u>2025</u>			
<u>Legal</u>				
Contractual- City Attorney	\$21,000	\$38,000	\$17,000	55%
Advertisement	\$2,169	\$4,000	\$1,831	54%
Total Legal	\$23,169	\$42,000	\$18,831	
<u>Land Development Planning</u>				
Contractual - Planning Services	\$1,750	\$7,000	\$5,250	25%
Advertisement	\$0	\$1,500	\$1,500	0%
Total and Development Planning	\$1,750	\$8,500	\$6,750	
<u>Elections</u>				
Expenses	\$0	\$3,500	\$3,500	0%
Advertising	\$0	\$100	\$100	0%
Postage	\$0	\$50	\$50	0%
Total Elections	\$0	\$3,650	\$3,650	
Total General Government	\$213,352	\$3,240,915	\$3,027,564	
<u>Public Works</u>				
<u>Personnel Services</u>				
Salaries	\$15,833	\$66,269	\$50,436	24%
Health Insurance	\$4,279	\$22,000	\$17,721	19%
Overtime	\$594	\$2,438	\$1,844	24%
Part-Time	\$11,126	\$26,480	\$15,354	42%
FICA	\$1,708	\$5,902	\$4,194	29%
Medicare	\$400	\$1,380	\$980	29%
Retirement	\$0	\$0	\$0	
Uniforms	\$0	\$0	\$0	
Total Salaries and Benefits	\$33,940	\$124,469	\$90,529	

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Balance	
	<u>2025</u>			
Operating expenses				
Street Lights	\$9,934	\$16,000	\$6,066	62%
Insurance - Auto	\$1,726	\$3,000	\$1,274	58%
Insurance - Liability	\$337	\$600	\$263	56%
Insurance - Property	\$3,762	\$5,200	\$1,438	72%
Workmans Comp	\$3,450	\$5,000	\$1,550	69%
School Signal Maintenance	\$0	\$650	\$650	0%
Repairs and Maint- Equip	\$973	\$1,500	\$527	65%
Operating Supplies	\$4,368	\$3,500	-\$868	125%
Uniforms	\$0	\$300	\$300	0%
Professional Development	\$0	\$0	\$0	
Vehicle Repair	\$0	\$750	\$750	0%
Fuel	\$2,077	\$4,750	\$2,673	44%
Street Maintenance	\$922	\$6,500	\$5,578	14%
Tree Removal	\$1,800	\$7,500	\$5,700	24%
Contract Services	\$0	\$7,500	\$7,500	0%
Capital Outlay	\$4,600	\$5,000	\$400	92%
Total Operating Supplies	\$33,949	\$67,750	\$33,801	
Total Public Works	\$67,889	\$192,219	\$124,330	
<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 March 31, 2025

	Actual	Budget	Balance	
	<u>2025</u>			
<u>Parks</u>				
Operating expenses				
Utilities - parks	\$4,253	\$7,200	\$2,947	59%
Insurance - Property	\$1,655	\$3,000	\$1,345	55%
Maintenance & Repairs	\$426	\$2,000	\$1,574	21%
Operating Supplies	\$933	\$3,200	\$2,267	29%
Tree City	\$550	\$250	-\$300	220%
Special Events - Independence Day	\$0	\$7,500	\$7,500	0%
Special Event - Light up Micanopy	\$570	\$2,500	\$1,930	23%
Special Event -Halloween	\$445	\$500	\$55	89%
Special Event - Other Events	\$0	\$750	\$750	0%
Capital Outlay - WSPP	\$34,261	\$375,000	\$340,739	9%
Total Parks	\$43,093	\$401,900	\$358,807	
Total Expenditures	\$324,334	\$3,970,034	\$3,645,701	
Net Revenue Over Expenses	\$124,205	\$8,305	(\$115,901)	

Town of Micanopy, Florida

Solid Waste Fund

For period ending March 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
<u>Revenues</u>				
Charges				
Solid Waste Charges	\$53,877	\$121,303	\$67,426	44%
Total Charges	\$53,877	\$121,303	\$67,426	
Total Revenues	\$53,877	\$121,303	\$67,426	
<u>Expenditures</u>				
Contractual Services - Residential	\$32,406	\$66,900	\$34,494	48%
Contractual Services - Commercial	\$22,718	\$48,253	\$25,535	47%
Operating Supplies	\$0	\$150	\$150	0%
Transfer to Water Fund	\$0	\$6,000	\$6,000	0%
Total Expenditures	\$55,124	\$121,303	\$66,179	
Net Revenue Over Expenses	-\$1,247	\$0	\$1,247	

Town of Micanopy, Florida

Water Fund

For period ending March 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
Revenues				
Operating Income				
Charges				
Water Use	\$89,005	\$167,600	\$78,595	53%
Service Charge	\$4,954	\$5,000	\$46	99%
New Connection	\$1,500	\$0	-\$1,500	
Interest	\$4,732	\$8,000	\$3,268	59%
Total Charges	\$100,191	\$180,600	\$80,409	
Other				
Transfer from Solid Waste	\$0	\$6,000	\$6,000	0%
SRF Grant / Loan - Planning & Design	\$75,000	\$252,500	\$177,500	30%
SRF Grant / Loan - construction	\$0	\$1,550,000	\$1,550,000	0%
Prior year ARPA	\$0	\$301,542	\$301,542	0%
Total Other	\$75,000	\$2,110,042	\$2,029,042	
Total Revenues	\$175,191	\$2,290,642	\$2,109,451	

Expenditures

Personnel Services

Salaries - Operation	\$39,939	\$76,500	\$36,561	52%
Overtime	\$3,328	\$5,000	\$1,672	67%
Health Insurance	\$4,278	\$10,000	\$5,722	43%
FICA	\$2,683	\$5,053	\$2,370	53%
Medicare	\$627	\$1,182	\$555	53%
Retirement	\$975	\$1,950	\$975	50%
Workers Comp	\$1,003	\$2,500	\$1,497	40%
Total personnel Services	\$52,833	\$102,185	\$49,352	

Operating Expenses

Contractual Services

Water Operator	\$5,343	\$15,000	\$9,657	36%
Audit	\$0	\$5,000	\$5,000	0%
Annual Service Contract	\$12,011	\$12,500	\$489	96%
Backflow Prevention	\$0	\$4,500	\$4,500	0%
Billing Software	\$3,000	\$1,600	-\$1,400	188%
Professional Development	\$650	\$2,000	\$1,350	33%
Postage	\$1,600	\$2,500	\$900	64%
Utilities - Electricity	\$2,799	\$7,200	\$4,401	39%
Utilities - Communication Line	\$194	\$1,000	\$806	19%

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
Insurance				
Liability	\$225	\$500	\$275	45%
Property	\$4,125	\$6,500	\$2,375	63%
Maintenance				
Building	\$0	\$1,000	\$1,000	0%
Equipment	\$0	\$2,500	\$2,500	0%
Water Testing	\$4,423	\$3,000	-\$1,423	147%
Operating Supplies	\$169	\$3,500	\$3,331	5%
Office Supplies	\$0	\$500	\$500	0%
Chemicals	\$3,569	\$7,000	\$3,431	51%
Dues	\$1,274	\$1,500	\$226	85%
Total Operating Expense	\$39,382	\$77,300	\$37,918	
Total Personnel and Operating	\$92,215	\$179,485	\$75,836	
Other				
Capital	\$0	\$5,000	\$5,000	0%
Capital Improvement - Planning & Design	\$75,000	\$505,000	\$430,000	15%
Capital Improvement - Construction	\$0	\$1,585,000	\$1,585,000	0%
Transfer to General Fund	\$0	\$1,500	\$1,500	0%
Total Other Expenses	\$75,000	\$2,096,500	\$2,021,500	
Total Water Fund Expenses	\$167,215	\$2,275,985	\$2,097,336	
Net income/ (loss)	\$7,976	\$14,657	\$12,115	

Town of Micanopy, Florida

General Fund

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
	<u>2025</u>			
<u>Revenues</u>				
Taxes				
Ad Valorem	\$197,452	\$238,589		
Fuel Taxes				
Fuel Tax - First Local	\$17,716	\$35,000		
Fuel Tax - Second Local	\$12,831	\$25,000		
Half-cent sales tax	\$21,295	\$40,000		
Franchise fees				
Electricity - Duke Energy	\$29,341	\$41,000	\$55,000	\$14,000
Utility Service taxes				
Electricity - Duke Energy	\$32,932	\$53,000		
Propane	\$2,212	\$3,000		
Communications	\$16,399	\$25,000		
Total Taxes	\$330,178	\$460,589		\$14,000
Licenses and permits				
Occupational - Businesses	\$400	\$2,200		
Occupational License - Landlord	\$40	\$2,000		
Occupational License - Insur Co	\$0	\$1,500		
Permits - Zoning Compliance	\$1,550	\$1,500	\$1,750	\$250
Permits - Special Events	\$0	\$500		
Land Use	\$50	\$200		
Total Licenses/permits	\$2,040	\$7,900		\$250
Intergovernmental				
Wild Spaces Public Places	\$23,649	\$44,000		
Other Infrastructure Surtax	\$23,649	\$44,000		
Fines - Civil Traffic	\$10,727	\$14,000		
Mobile Home Licenses	\$267	\$300		
Alcoholic Beverage Licenses	\$1,126	\$1,000		
Traffic Signal Maintenance	\$0	\$950		
State Shared revenues	\$13,503	\$23,500		
Total Intergovernmental	\$72,921	\$127,750		\$0

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
	<u>2025</u>			
Other				
Interest	\$39,277	\$65,000	\$75,000	\$10,000
Rents	\$0	\$5,400		
Misc Revenue	\$863	\$1,500		
Other Reimbursements	\$600	\$1,200		
Prior Year WSPP Restricted	\$0	\$25,000		
Prior Year Restricted	\$0	\$0		
CDBG-CV Grant	\$0	\$2,934,000		
Grants	\$0	\$350,000		
Insurance Reimbursements	\$2,660	\$0		
Total Other	\$43,400	\$3,382,100		\$10,000
Charges for Services				
Transfer in				
Water	\$0	\$0		
Total Other Financing source	\$0	\$0		
Total Revenues/Other	\$448,539	\$3,978,339		\$24,250

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
		<u>2025</u>		
<u>Expenditures</u>				
<u>Town Commission</u>				
Personnel Services				
Salaries	\$16,800	\$33,600		
FICA	\$1,129	\$2,083		
Medicare	\$264	\$487		
Other Post Employment Benefits	\$1,411	\$2,650		
	<hr/>			
Total Salaries and Benefits	\$19,604	\$38,820		\$0
Operating Expenses				
Professional Development	\$1,341	\$5,500		
Capital Outlay	\$0	\$0		
	<hr/>			
Total Operating Expenses	\$1,341	\$5,500		\$0
	<hr/>			
Total Town Commission	\$20,945	\$44,320		\$0

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
	<u>2025</u>			
<u>Town Administrator / Clerk</u>				
Personnel Services				
Salaries	\$37,581	\$75,161		
Overtime	\$1,067	\$2,500		
Health Insurance	\$5,725	\$13,500		
FICA	\$2,396	\$4,815		
Medicare	\$560	\$1,126		
Professional Development	\$0	\$2,500		
Total Salaries and Benefits	\$47,330	\$99,602	\$0	
Operating expenses				
Workers Comp	\$600	\$543	\$900	\$357
Office Supplies	\$129	\$500		
Dues and Publications	\$593	\$1,500		
Capital Outlay	\$0	\$0		
Total Operating Expenses	\$1,322	\$2,543		\$357
Total Town Administrator	\$48,652	\$102,145		\$357

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
	<u>2025</u>			
<u>General Government Operating</u>				
Operations				
Insurance - Liability	\$5,000	\$5,500	\$7,500	\$2,000
Insurance - Property	\$16,841	\$25,000		
Office Equipment Maintenance	\$2,927	\$1,500	\$3,500	\$2,000
Building Maintenance	\$45,406	\$3,500	\$47,500	\$44,000
Utilities				
Electric - Town Hall	\$5,902	\$10,000	\$12,000	\$2,000
Electric - Museum	\$527	\$650	\$1,000	\$350
Electric - Archive	\$867	\$900	\$1,600	\$700
Electric - Cemetery	\$230	\$500		
Electric - Fire Station	\$2,434	\$3,500	\$5,000	\$1,500
Telephone - Town Hall	\$1,574	\$2,100		
Internet	\$1,211	\$2,500		
Operating Supplies	\$2,262	\$6,500		
Office Supplies	\$3,532	\$2,600	\$4,500	\$1,900
Postage	\$8	\$1,000		
Elevator Service	\$894	\$2,500		
Janitorial Supplies	\$92	\$250		
Pest & Termite Control	\$2,000	\$3,000		
Contracted Services	\$5,337	\$5,000	\$10,000	\$5,000
Professional Services				
IT	\$2,995	\$8,500		
Auditor	\$728	\$5,000		
Engineering / Surveying	\$0	\$3,000		
Janitorial	\$3,950	\$6,600		
Dues and Publications	\$632	\$1,200		
Promotional	\$1,641	\$5,500		
Capital Outlay - Other Infrastructure	\$11,846	\$0		
CDBG-CV Grant	\$0	\$934,000		
Capital Outlay - CDBG-CV Grant	\$0	\$2,000,000		
<hr/>				
General Govt Operations	\$118,836	\$3,040,300		\$59,450

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
	<u>2025</u>			
<u>Legal</u>				
Contractual- City Attorney	\$21,000	\$38,000		
Advertisement	\$2,169	\$4,000		
Total Legal	\$23,169	\$42,000	\$0	
<u>Land Development Planning</u>				
Contractual - Planning Services	\$1,750	\$7,000		
Advertisement	\$0	\$1,500		
Total and Development Planning	\$1,750	\$8,500	\$0	
<u>Elections</u>				
Expenses	\$0	\$3,500	\$0	(3,500.00)
Advertising	\$0	\$100	\$0	(100.00)
Postage	\$0	\$50	\$0	(50.00)
Total Elections	\$0	\$3,650		(3,650.00)
Total General Government	\$213,352	\$3,240,915	\$0	55,800.00
<u>Public Works</u>				
<u>Personnel Services</u>				
Salaries	\$15,833	\$66,269		
Health Insurance	\$4,279	\$22,000		
Overtime	\$594	\$2,438		
Part-Time	\$11,126	\$26,480		
FICA	\$1,708	\$5,902		
Medicare	\$400	\$1,380		
Retirement	\$0	\$0		
Uniforms	\$0	\$0		
Total Salaries and Benefits	\$33,940	\$124,469		0

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
	<u>2025</u>			
Operating expenses				
Street Lights	\$9,934	\$16,000	\$18,000	\$2,000
Insurance - Auto	\$1,726	\$3,000		
Insurance - Liability	\$337	\$600		
Insurance - Property	\$3,762	\$5,200		
Workmans Comp	\$3,450	\$5,000		
School Signal Maintenance	\$0	\$650		
Repairs and Maint- Equip	\$973	\$1,500		
Operating Supplies	\$4,368	\$3,500	\$7,000	\$3,500
Uniforms	\$0	\$300		
Professional Development	\$0	\$0		
Vehicle Repair	\$0	\$750		
Fuel	\$2,077	\$4,750		
Street Maintenance	\$922	\$6,500		
Tree Removal	\$1,800	\$7,500		
Contract Services	\$0	\$7,500		
Capital Outlay	\$4,600	\$5,000		
Total Operating Supplies	\$33,949	\$67,750		\$5,500
Total Public Works	\$67,889	\$192,219		\$5,500
<u>Public Safety</u>				
Fire Safety Fund Contribution	\$0	\$135,000		
Total Public Safety	\$0	\$135,000		\$0

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
	<u>2025</u>			
<u>Parks</u>				
Operating expenses				
Utilities - parks	\$4,253	\$7,200	\$8,000	\$800
Insurance - Property	\$1,655	\$3,000		
Maintenance & Repairs	\$426	\$2,000		
Operating Supplies	\$933	\$3,200		
Tree City	\$550	\$250	\$550	\$300
Special Events - Independence Day	\$0	\$7,500		
Special Event - Light up Micanopy	\$570	\$2,500	\$600	(\$1,900)
Special Event -Halloween	\$445	\$500		
Special Event - Other Events	\$0	\$750		
Capital Outlay - WSPP	\$34,261	\$375,000		
Total Parks	\$43,093	\$401,900		(\$800)
Total Expenditures	\$324,334	\$3,970,034		\$60,857
Net Revenue Over Expenses	\$124,205	\$8,305	\$0	(\$36,607)

Town of Micanopy, Florida

Solid Waste Fund

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
	<u>2025</u>			
<u>Revenues</u>				
Charges				
Solid Waste Charges	\$53,877	\$121,303	\$67,426	44%
Total Charges	\$53,877	\$121,303	\$67,426	
Total Revenues	\$53,877	\$121,303	\$67,426	
<u>Expenditures</u>				
Contractual Services - Residential	\$32,406	\$66,900	\$34,494	48%
Contractual Services - Commercial	\$22,718	\$48,253	\$25,535	47%
Operating Supplies	\$0	\$150	\$150	0%
Transfer to Water Fund	\$0	\$6,000	\$6,000	0%
Total Expenditures	\$55,124	\$121,303	\$66,179	
Net Revenue Over Expenses	-\$1,247	\$0	\$1,247	

Town of Micanopy, Florida

Water Fund

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
		2025		
Revenues				
Operating Income				
Charges				
Water Use	\$89,005	\$167,600	\$78,595	53%
Service Charge	\$4,954	\$5,000	\$46	99%
New Connection	\$1,500	\$0	-\$1,500	
Interest	\$4,732	\$8,000	\$3,268	59%
Total Charges	\$100,191	\$180,600	\$80,409	
Other				
Transfer from Solid Waste	\$0	\$6,000	\$6,000	0%
SRF Grant / Loan - Planning & Design	\$75,000	\$252,500	\$177,500	30%
SRF Grant / Loan - construction	\$0	\$1,550,000	\$1,550,000	0%
Prior year ARPA	\$0	\$301,542	\$301,542	0%
Total Other	\$75,000	\$2,110,042	\$2,029,042	
Total Revenues	\$175,191	\$2,290,642	\$2,109,451	

Expenditures

Personnel Services

Salaries - Operation	\$39,939	\$76,500	\$36,561	52%
Overtime	\$3,328	\$5,000	\$1,672	67%
Health Insurance	\$4,278	\$10,000	\$5,722	43%
FICA	\$2,683	\$5,053	\$2,370	53%
Medicare	\$627	\$1,182	\$555	53%
Retirement	\$975	\$1,950	\$975	50%
Workers Comp	\$1,003	\$2,500	\$1,497	40%
Total personnel Services	\$52,833	\$102,185	\$49,352	

Operating Expenses

Contractual Services				
Water Operator	\$5,343	\$15,000	\$9,657	36%
Audit	\$0	\$5,000	\$5,000	0%
Annual Service Contract	\$12,011	\$12,500	\$489	96%
Backflow Prevention	\$0	\$4,500	\$4,500	0%
Billing Software	\$3,000	\$1,600	-\$1,400	188%
Professional Development	\$650	\$2,000	\$1,350	33%
Postage	\$1,600	\$2,500	\$900	64%
Utilities - Electricity	\$2,799	\$7,200	\$4,401	39%
Utilities - Communication Line	\$194	\$1,000	\$806	19%

Town of Micanopy, Florida

For period ending March 31, 2025

	Actual	Budget	Proposed	Difference
	<u>2025</u>			
Insurance				
Liability	\$225	\$500	\$275	45%
Property	\$4,125	\$6,500	\$2,375	63%
Maintenance				
Building	\$0	\$1,000	\$1,000	0%
Equipment	\$0	\$2,500	\$2,500	0%
Water Testing	\$4,423	\$3,000	-\$1,423	147%
Operating Supplies	\$169	\$3,500	\$3,331	5%
Office Supplies	\$0	\$500	\$500	0%
Chemicals	\$3,569	\$7,000	\$3,431	51%
Dues	\$1,274	\$1,500	\$226	85%
Total Operating Expense	\$39,382	\$77,300	\$37,918	
Total Personnel and Operating	\$92,215	\$179,485	\$75,836	
Other				
Capital	\$0	\$5,000	\$5,000	0%
Capital Improvement - Planning & Design	\$75,000	\$505,000	\$430,000	15%
Capital Improvement - Construction	\$0	\$1,585,000	\$1,585,000	0%
Transfer to General Fund	\$0	\$1,500	\$1,500	0%
Total Other Expenses	\$75,000	\$2,096,500	\$2,021,500	
Total Water Fund Expenses	\$167,215	\$2,275,985	\$2,097,336	
Net income/ (loss)	\$7,976	\$14,657	\$12,115	

FRDAP GENERAL ADMINISTRATION CONTRACT

This FRDAP General Administration Contract entered into as of this _____ day of _____, 2025, by and between Fred Fox Enterprises, Inc., hereinafter referred to as the Grantsman, and the Town of Micanopy, hereinafter referred to as the Local Government.

WITNESSETH THIS RECITAL:

WHEREAS, the Local Government has been awarded FRDAP grant number P25088 for the Micanopy Native American Heritage Preserve, hereinafter referred to as the "Project", and

WHEREAS, the Grantsman is now available, willing and qualified to perform professional services in connection with the Project, to-wit;

NOW THEREFORE, the participants hereto agree as follows:

ARTICLE I

SCOPE OF SERVICES OF THE GRANTSMAN

The Grantsman's responsibilities in regard to the subsection "Scope of Services of the Grantsman" shall be: to compile information from the local government as it relates to the specific grant described herein, and to develop from the compiled information any necessary documentation to carry out the administration of this grant.

WHEREAS, the Local Government is desirous that the Grantsman perform such services regarding the Project the Local Government does now engage the Grantsman to perform such services noted above on the Project and the Grantsman agrees to perform such services to-wit;

To serve the Local Government as its professional representative and coordinate various phases of the Project to which this grant contract applies, and

To advise the Local Government of the Procurement and record keeping involving the grant, and

To prepare all Request for Reimbursements involving the grant, and

To meet with Local Government staff and volunteers to ensure the grant operates in a smooth and efficient manner, and

To prepare all required reports and close out documents.

ARTICLE 2

RESPONSIBILITY OF THE LOCAL GOVERNMENT

The Local Government's responsibility in regard to the subsection "Responsibility of the Local Government" shall be:

1. To encourage the personnel of the Local Government to cooperate and assist the Grantsman in the compiling of data associated with the project.
2. To provide the items needed to complete the "Commencement Package" including the boundary survey and thirty (30) year title search and local government insurance documentation.
3. To solicit for and contract with vendors to provide and/or install the equipment and materials needed to carry out the activities included in the work plan included in the DEP contract for the project.
4. To oversee the installation of the equipment and materials included in the DEP contract for the project.
5. To provide all information needed by the Grantsman to prepare the necessary reports and request for reimbursements by the Local Government required to carry out the project.

ARTICLE 3

RESPONSIBILITY OF THE GRANTSMAN

The Grantsman's responsibility in regard to the subsection "Responsibility of the Grantsman" shall be:

1. To prepare the "Commencement Package" for review and execution by the Local Government and submission to DEP.
2. To prepare all "Project Status Reports" required by DEP to carry out the grant.
3. To prepare "Requests for Reimbursement" for review by the Local Government and submission to DEP.
4. To prepare any contract amendment requests desired by the Local Government for submission to DEP.

- 5. To work with the Local Government to insure all procurements of goods and services required to carry out the project are carried out in compliance with the Local Governments Purchasing or Procurement Policy.
- 6. Prepare the "Closeout Package" required by DEP to complete the project.

ARTICLE 4

PERIOD OF PERFORMANCE

The period of performance under this Project shall begin upon the signing of this contract and shall be completed upon approval of the final closing documents submitted for the FRDAP project, as noted herein, by the Florida Department of Environmental Protection, Division of Recreation and Parks.

ARTICLE 5

COMPENSATION

The Local Government agrees to pay the Grantsman in the following manner not to exceed Five Thousand Dollars and No/100 Cents (\$5,000.00), structured as follows:

Accomplishments	Amount
1. The submission of all Pre-reimbursement/ Commencement Documents to the State and the acceptance of these documents by DEP	\$ 1,250.00
2. The commencement of construction on the project	\$ 1,250.00
3. The completion of construction	\$ 1,250.00
4. The acceptance of the closeout by DEP	\$ 1,250.00

ARTICLE 6

LOCAL GOVERNMENT CONTACT PERSON

The contact person who will represent the Local Government in all matters pertaining to the project shall be Sara Samario, Town Administrator, or her designee.

ARTICLE 7**CONFLICT OF INTEREST**

The Local Government having been so advised by the Grantsman does hereby recognize that the Grantsman has provided similar services in the past to other Local Governments and Business Entities and may be so engaged in a similar project at this time or in the future and the parties agree that these projects by the Grantsman do not constitute a conflict of interest with the project.

ARTICLE 8**ACCESS TO AND RETENTION OF RECORDS**

The Grantsman understands all records made or received by the Grantsman in carrying out the project referenced herein are public records. The Grantsman shall allow public access to all documents, papers, letters and other material made or received by the Grantsman in carrying out this grant and subject to disclosure under Chapter 119 Florida Statutes and Section 24(a) Article 1, Florida Constitution. The Grantsman shall retain all books, records and documents directly pertinent to carrying out this grant project for a minimum of five (5) years following DEP's closeout of the grant project.

ARTICLE 9**SOCIAL SECURITY**

The Local Government is not liable for Social Security contributions pursuant to Section 481, 42 U.S. Code, relative to the compensation of the Grantsman of the Grantsman during the period of this contract.

ARTICLE 10**CONTRACT AMENDMENT**

The terms and conditions of this contract may be changed at any time by mutual agreement of the parties hereto. All such changes shall be incorporated as written amendments to this contract.

ARTICLE 11

E-VERIFY DUTY OF ADMINISTRATOR

As a condition precedent to entering into this Agreement, and in compliance with Section 448.095, Fla. Stat., Administrator, and its subcontractors, shall register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021.

a. Administrator shall provide Local Government, and require each of its subcontractors to provide Administrator, with an affidavit (Exhibit B) stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Administrator shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Agreement.

b. The Local Government, Administrator, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.

c. The Local Government, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but Administrator otherwise complied, shall promptly notify Administrator and Administrator shall immediately terminate the contract with the subcontractor.

d. A contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. Administrator acknowledges that upon termination of this Agreement by the Local Government for a violation of this section by Administrator, Administrator may not be awarded a public contract for at least one (1) year. Administrator further acknowledges that Administrator is liable for any additional costs incurred by the Local Government as a result of termination of any contract for a violation of this section.

e. Subcontracts. Administrator or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection,

requiring the subcontractors to include these clauses in any lower tier subcontracts. Administrator shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this section.

ARTICLE 12

SCRUTINIZED COMPANIES

As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the CONSULTANT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to F.S. 215.4725. Pursuant to F.S. 287.135(3)(b), if CONSULTANT is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel, this Contract may be terminated at the option of the TOWN.

When contract value is greater than \$1 million: As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the CONSULTANT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies With Activities in Sudan List or Scrutinized Companies With Activities in The Iran Petroleum Energy Sector List created pursuant to F.S. 215.473 or is engaged in business operations in Cuba or Syria. If the TOWN determines, using credible information available to the public, that a false certification has been submitted by CONSULTANT, this Contract may be terminated and a civil penalty equal to the greater of \$2 million or twice the amount of this Contract shall be imposed, pursuant to F.S. 287.135. Said certification must also be submitted at the time of Contract renewal, if applicable.

ARTICLE 13

HUMAN TRAFFICKING

Upon execution of this Contract, VENDOR hereby attests under penalty of perjury that its organization does not use coercion of labor or services, as defined in Fla. Stat. 787.06, in any part of the operation of its

organization.

ARTICLE 14

GRANTSMAN'S NOTICE REGARDING ENGINEER OR ARCHITECT

It is understood between the Local Government and the Grantsman that the Grantsman will not be responsible for any Federal, State or Local requirements that must be completed and submitted by the engineer and/or architect with relationship to the project.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals:

LOCAL GOVERNMENT:

Jiana Williams, Mayor

ATTESTED BY:

Sara Samario, Town Administrator

GRANTSMAN:

Fred D. Fox
Fred D. Fox, Administrator
Fred Fox Enterprises, Inc.

Mel N. Fox
Melissa N. Fox,
Project Manager
Fred Fox Enterprises, Inc.

FRDAP GENERAL ADMINISTRATION CONTRACT

This FRDAP General Administration Contract entered into as of this _____ day of _____, 2025, by and between Fred Fox Enterprises, Inc., hereinafter referred to as the Grantsman, and the Town of Micanopy, hereinafter referred to as the Local Government.

WITNESSETH THIS RECITAL:

WHEREAS, the Local Government has been awarded FRDAP grant number P25062 for Carson Roberts Sports Complex Phase I, hereinafter referred to as the "Project", and

WHEREAS, the Grantsman is now available, willing and qualified to perform professional services in connection with the Project, to-wit;

NOW THEREFORE, the participants hereto agree as follows:

ARTICLE I

SCOPE OF SERVICES OF THE GRANTSMAN

The Grantsman's responsibilities in regard to the subsection "Scope of Services of the Grantsman" shall be: to compile information from the local government as it relates to the specific grant described herein, and to develop from the compiled information any necessary documentation to carry out the administration of this grant.

WHEREAS, the Local Government is desirous that the Grantsman perform such services regarding the Project the Local Government does now engage the Grantsman to perform such services noted above on the Project and the Grantsman agrees to perform such services to-wit;

To serve the Local Government as its professional representative and coordinate various phases of the Project to which this grant contract applies, and

To advise the Local Government of the Procurement and record keeping involving the grant, and

To prepare all Request for Reimbursements involving the grant, and

To meet with Local Government staff and volunteers to ensure the grant operates in a smooth and efficient manner, and

To prepare all required reports and close out documents.

ARTICLE 2

RESPONSIBILITY OF THE LOCAL GOVERNMENT

The Local Government's responsibility in regard to the subsection "Responsibility of the Local Government" shall be:

1. To encourage the personnel of the Local Government to cooperate and assist the Grantsman in the compiling of data associated with the project.
2. To provide the items needed to complete the "Commencement Package" including the boundary survey and thirty (30) year title search and local government insurance documentation.
3. To solicit for and contract with vendors to provide and/or install the equipment and materials needed to carry out the activities included in the work plan included in the DEP contract for the project.
4. To oversee the installation of the equipment and materials included in the DEP contract for the project.
5. To provide all information needed by the Grantsman to prepare the necessary reports and request for reimbursements by the Local Government required to carry out the project.

ARTICLE 3

RESPONSIBILITY OF THE GRANTSMAN

The Grantsman's responsibility in regard to the subsection "Responsibility of the Grantsman" shall be:

1. To prepare the "Commencement Package" for review and execution by the Local Government and submission to DEP.
2. To prepare all "Project Status Reports" required by DEP to carry out the grant.
3. To prepare "Requests for Reimbursement" for review by the Local Government and submission to DEP.
4. To prepare any contract amendment requests desired by the Local Government for submission to DEP.

- 5. To work with the Local Government to insure all procurements of goods and services required to carry out the project are carried out in compliance with the Local Governments Purchasing or Procurement Policy.
- 6. Prepare the "Closeout Package" required by DEP to complete the project.

ARTICLE 4

PERIOD OF PERFORMANCE

The period of performance under this Project shall begin upon the signing of this contract and shall be completed upon approval of the final closing documents submitted for the FRDAP project, as noted herein, by the Florida Department of Environmental Protection, Division of Recreation and Parks.

ARTICLE 5

COMPENSATION

The Local Government agrees to pay the Grantsman in the following manner not to exceed Twenty Thousand Dollars and No/100 Cents (\$12,000.00), structured as follows:

Accomplishments	Amount
1. The submission of all Pre-reimbursement/ Commencement Documents to the State and the acceptance of these documents by DEP	\$ 3,000.00
2. The commencement of construction on the project	\$ 3,000.00
3. The completion of construction	\$ 3,000.00
4. The acceptance of the closeout by DEP	\$ 3,000.00

ARTICLE 6

LOCAL GOVERNMENT CONTACT PERSON

The contact person who will represent the Local Government in all matters pertaining to the project shall be Sara Samario, Town Administrator, or her designee.

ARTICLE 7**CONFLICT OF INTEREST**

The Local Government having been so advised by the Grantsman does hereby recognize that the Grantsman has provided similar services in the past to other Local Governments and Business Entities and may be so engaged in a similar project at this time or in the future and the parties agree that these projects by the Grantsman do not constitute a conflict of interest with the project.

ARTICLE 8**ACCESS TO AND RETENTION OF RECORDS**

The Grantsman understands all records made or received by the Grantsman in carrying out the project referenced herein are public records. The Grantsman shall allow public access to all documents, papers, letters and other material made or received by the Grantsman in carrying out this grant and subject to disclosure under Chapter 119 Florida Statutes and Section 24(a) Article 1, Florida Constitution. The Grantsman shall retain all books, records and documents directly pertinent to carrying out this grant project for a minimum of five (5) years following DEP's closeout of the grant project.

ARTICLE 9**SOCIAL SECURITY**

The Local Government is not liable for Social Security contributions pursuant to Section 481, 42 U.S. Code, relative to the compensation of the Grantsman of the Grantsman during the period of this contract.

ARTICLE 10**CONTRACT AMENDMENT**

The terms and conditions of this contract may be changed at any time by mutual agreement of the parties hereto. All such changes shall be incorporated as written amendments to this contract.

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As a condition precedent to entering into this Agreement, and in compliance with Section 448.095, Fla. Stat., Administrator, and its subcontractors, shall register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021.

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b. The Local Government, Administrator, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.

c. The Local Government, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but Administrator otherwise complied, shall promptly notify Administrator and Administrator shall immediately terminate the contract with the subcontractor.

d. A contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. Administrator acknowledges that upon termination of this Agreement by the Local Government for a violation of this section by Administrator, Administrator may not be awarded a public contract for at least one (1) year. Administrator further acknowledges that Administrator is liable for any additional costs incurred by the Local Government as a result of termination of any contract for a violation of this section.

e. Subcontracts. Administrator or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower tier subcontracts. Administrator shall be responsible for compliance by any

subcontractor or lower tier subcontractor with the clauses set forth in this section.

ARTICLE 12

SCRUTINIZED COMPANIES

As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the CONSULTANT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies that boycott Israel List, or is engaged in a boycott of Israel, pursuant to F.S. 215.4725. Pursuant to F.S. 287.135(3)(b), if CONSULTANT is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel, this Contract may be terminated at the option of the TOWN.

When contract value is greater than \$1 million: As provided in F.S. 287.135, by entering into this Contract or performing any work in furtherance hereof, the CONSULTANT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the Scrutinized Companies With Activities in Sudan List or Scrutinized Companies With Activities in The Iran Petroleum Energy Sector List created pursuant to F.S. 215.473 or is engaged in business operations in Cuba or Syria. If the TOWN determines, using credible information available to the public, that a false certification has been submitted by CONSULTANT, this Contract may be terminated and a civil penalty equal to the greater of \$2 million or twice the amount of this Contract shall be imposed, pursuant to F.S. 287.135. Said certification must also be submitted at the time of Contract renewal, if applicable.

ARTICLE 13

HUMAN TRAFFICKING

Upon execution of this Contract, VENDOR hereby attests under penalty of perjury that its organization does not use coercion of labor or services, as defined in Fla. Stat. 787.06, in any part of the operation of its organization.

ARTICLE 14

GRANTSMAN'S NOTICE REGARDING ENGINEER OR ARCHITECT

It is understood between the Local Government and the Grantsman that the Grantsman will not be responsible for any Federal, State or Local requirements that must be completed and submitted by the engineer and/or architect with relationship to the project.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals:

LOCAL GOVERNMENT:

Jiana Williams, Mayor

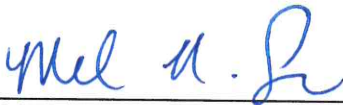
ATTESTED BY:

Sara Samario, Town Administrator

GRANTSMAN:



Fred D. Fox, Administrator
Fred Fox Enterprises, Inc.



Melissa N. Fox,
Project Manager
Fred Fox Enterprises, Inc.



Town of _____

Micanopy
Florida

TOWN OF MICANOPY PROPERTY USE AGREEMENT

THIS AGREEMENT is made and entered into this _____ day _____, 2025, by and between the TOWN OF MICANOPY, a municipal subdivision of the State of Florida corporation (the "TOWN") and THE MICANOPY ATHLETIC ASSOCIATION (the "LICENSEE").

THE TOWN HEREBY GRANTS to LICENSEE permission to use that certain real property in the TOWN described as ("the Site") located and described as the Micanopy Ball Park upon the terms and conditions of this agreement, which are:

1. LIMITED USE OF THE SITE/REQUIREMENTS.

a. LICENSEE shall be entitled to the use of the recreational complex upon the pre-approved schedule (as referenced below) and storage building.

b. LICENSEE shall use the Site for the purpose of recreational sports where the possession, consumption, and sale of alcoholic beverages are not authorized.

c. LICENSEE shall provide a copy of its organizational bylaws, [which shall be attached hereto](#) as Exhibit A. Groups such as Pop Warner and Babe Ruth shall operate under the LICENSEE [so long as such group is approved by LICENSEE. Upon approval by LICENSEE, the group shall](#) follow [the LICENSEE'S](#) bylaws and regulations.

e. The TOWN shall have no financial obligation to support the operations of the LICENSEE in connection with this Agreement or otherwise.

2. TERM. The LICENSEE shall be entitled to use the Site and Parking Lot for a period of one (1) year, **March 1, 2025** through **February 28, 2026**. All times not previously scheduled [by LICENSEE](#) shall be subject to use by the general public or alternative groups reserving the Park. The TOWN will work with LICENSEE in coordinating events and use by the public and alternative groups. The ballpark shall remain open to the public within normal operating hours when not in scheduled use by LICENSEE or other reserved groups.

3. [COST OF USE. The LICENSEE shall not be permitted to charge any person an entry fee onto the Site.](#)

3.4. ACCEPTANCE OF SITE. LICENSEE represents and warrants that it has inspected or caused to be inspected the Site and Parking Lot, including all facilities, restrooms, utilities, and improvements thereon, and that they are acceptable "as is" and appropriate. The TOWN shall take photographs of the Site, Concessions Stand, and Parking Lot prior to the LICENSEE taking possession of the Site and shall provide a copy of the same to LICENSEE upon request. Any maintenance necessary for LICENSEE's use of the ballpark shall be the sole

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

responsibility of the LICENSEE. Any cleanup costs associated with LICENSEE's use of park shall be the sole responsibility of the LICENSEE.

- 4.5.** UTILITIES/WASTE. LICENSEE shall pay \$1,200 annually to the TOWN for electric costs and utilities associated with operating the facility at a rate of \$100 per month, which is due and payable to the TOWN on or before the 1st day of each month. LICENSEE shall pay all costs of solid waste and hazardous disposal costs for waste generated on or within the Site and Parking Lot during the Term as a result of LICENSEE's use that exceed the TOWN's normal monthly costs.
- 5.6.** ALTERATIONS, ADDITIONS, IMPROVEMENTS. No permanent alterations, additions, or improvements shall be made to the Site and Parking Lot without prior written consent of the TOWN, which may be granted or withheld at the TOWN's sole discretion.
- 6.7.** REPAIRS, MAINTENANCE, AND CLEAN-UP. LICENSEE shall be responsible for maintaining clean restrooms and providing necessary supplies when utilizing the facility. LICENSEE shall also at its sole expense keep and maintain in good repair the Site and Parking Lot during the Term. Any cleanup costs associated with LICENSEE's use shall be the sole responsibility of LICENSEE.
- 7.8.** CONDITIONS AND VACATION OF SITE. LICENSEE shall neither commit nor permit waste of the Site and Parking Lot. At the termination of this Agreement, LICENSEE shall vacate and return the Site and Parking Lot to the TOWN in the same or better condition as received.
- 8.9.** COMPLIANCE WITH LAWS. LICENSEE shall comply and cause its employees, agents, and subcontractors to comply with all laws, ordinances, and regulations applicable to the occupation, use, or maintenance of the Site and Parking Lot.
- 9.10.** RIGHT OF ENTRANCE. The TOWN shall have the right to enter the Site and Parking Lot at all times during the Term and shall have free access at all times to all spaces occupied by the LICENSEE, its employees, agents, and subcontractors.
- 11.** INSURANCE AND INDEMNIFICATION. LICENSEE shall at its expense maintain insurance and indemnify the TOWN as outlined in the original agreement.
- a. LICENSEE shall at its expense maintain in force during the Term a comprehensive public liability coverage insuring LICENSEE against liability arising from LICENSEE's occupation, use or maintenance of the Site and Parking Lot. LICENSEE's coverage shall be in the amount of \$1,000,000 for property damage and bodily injury to or death of one person in any accident or occurrence and in the amount of not less than \$3,000,000 for property damage and bodily injury to or death of more than one person in any one accident or occurrence. All such insurance shall name the TOWN, its officers and agents as additional insured's.
 - b. TOWN shall at its option and expense maintain in force during the Term such fire, casualty, and extended coverage insurance covering any TOWN owned improvements on the Site and Parking Lot as the TOWN may desire.
 - c. LICENSEE shall at its option and expense maintain in force during the Term such Fire, casualty and extended coverage insurance on LICENSEE's personal property located on the Site and Parking Lot, including trade fixtures, equipment, machinery, inventory or other personal property

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belonging to or in custody of LICENSEE, and all such policies shall waive any right of sub against the TOWN.

- d. All coverage maintained by LICENSEE pursuant to Subparagraph (a) shall be provided by companies registered and licensed to sell insurance in the State of Florida and which may legally provide the coverage set forth herein, and shall be provided by companies reasonably satisfactory to the TOWN and in form and substance reasonably satisfactory to the TOWN, and shall provide that coverage will not be subject to cancellation, termination, revocation or material change except after thirty (30) days prior written notice to the TOWN.
- e. Not less than twenty (20) days prior to the Term, and thereafter upon the written request of the TOWN, LICENSEE shall furnish such certificates of coverage and certified copies of policies pursuant to Subparagraph (a) or as soon as possible.
- f. LICENSEE shall indemnify and hold harmless and defend the TOWN and its officers, employees, agents and representatives from and against any and all damages, lawsuits, liabilities, claims, costs and expenses including reasonable attorney's fees ("Damages") arising in whole or in part from: (i) the occupation, use or maintenance of the Site and Parking Lot by LICENSEE or anyone claiming by, or through or under LICENSEE; or (ii) the breach of any LICENSEE's representations, warranties, covenants or agreements hereunder, including any Damages arising solely from the negligence or willful misconduct of the TOWN. The covenants contained in this paragraph shall survive the termination of this Agreement.
- a.g. If any third-party claim is made against the TOWN that, if sustained, would give rise to indemnification liability of the LICENSEE under this Agreement, the TOWN shall promptly cause notice of claim to be delivered to the LICENSEE and shall afford the LICENSEE and its counsel, at the LICENSEE's sole expense, the opportunity to join in defending or compromising the claim. The covenants contained in this paragraph shall survive the termination of this Agreement

12. PUBLIC RECORDS: LICENSEE shall comply with the Florida Public Records Law, to the extent applicable.

- a. During the term of this Contract, the LICENSEE shall comply with the Florida Public Records Law, to the extent such law is applicable to the LICENSEE. If Section 119.0701, Florida Statutes is applicable, the LICENSEE shall do the following: (1) Keep and maintain public records required by the Town to perform this service; (2) Upon request from the City, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost allowed by law; (3) Keep from disclosure those public records that are exempt or confidential from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the LICENSEE does not transfer the records to the Town; (4) Upon completion of the contract, LICENSEE will transfer, at no cost, all public records to the Town, or keep and maintain public records required by the Town to perform the service. If the LICENSEE

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transfers to the Town all public records upon completion of the contract, the LICENSEE shall destroy any duplicate public records that are exempt or confidential from public records disclosure requirements. If the LICENSEE keeps and maintains public records upon completion of the contract, the LICENSEE shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the Town in a format that is compatible with the information technology systems of the Town.

- b.** The LICENSEE shall keep and make available to the Town for inspection and copying, upon written request by the Town, all records in the LICENSEE's possession relating to this Agreement. Any document submitted to the Town may be a public record and is open for inspection or copying by any person or entity unless considered confidential and exempt. Public records are defined as all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business by an agency. Any document in the LICENSEE's possession is subject to inspection and copying unless exempted under Chapter 119, Florida Statutes.
- c.** During the term of this Contract, the LICENSEE may claim that some or all of the LICENSEE's information, including, but not limited to, software, documentation, manuals, written methodologies and processes, pricing, discounts, or other considerations (hereafter collectively referred to as "Confidential Information"), is, or has been treated as, confidential and proprietary by the LICENSEE in accordance with Section 812.081, Florida Statutes, or other law, and is exempt from disclosure under the Public Records Act. The LICENSEE shall clearly identify and mark Confidential Information as "Confidential Information" and the Town shall use its best efforts to maintain the confidentiality of the information properly identified by the LICENSEE as "Confidential Information."
- d.** The City shall promptly notify the LICENSEE in writing of any request received by the Town for disclosure of the LICENSEE's Confidential Information and the LICENSEE may assert any exemption from disclosure available under applicable law or seek a protective order against disclosure from a court of competent jurisdiction. The LICENSEE shall protect, defend, indemnify, and hold the Town, its officers, employees and agents free and harmless from and against any claims or judgments arising out of a request for disclosure of Confidential Information. The LICENSEE shall investigate, handle, respond to, and defend, using counsel chosen by the Town, at the LICENSEE's sole cost and expense, any such claim, even if any such claim is groundless, false, or fraudulent. The LICENSEE shall pay for all costs and expenses related to such claim, including, but not limited to, payment of attorney fees, court costs, and expert witness fees and expenses. Upon completion of this Contract, the provisions of this section shall continue to survive. The LICENSEE releases the Town from all claims and damages related to any disclosure of documents by the Town.
- e.** If the LICENSEE refuses to perform its duties under this section within 14 calendar days of notification by the Town that a demand has been made to disclose the LICENSEE's Confidential Information, then the LICENSEE waives its claim that any information is Confidential Information

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and releases the Town from claims or damages related to the subsequent disclosure to the Town.

- f. A request to inspect or copy public records relating to this Agreement must be made directly to the Town. If the Town does not possess the requested records, the Town shall immediately notify the LICENSEE of the request, and the LICENSEE must provide the records to the Town or allow the records to be inspected or copied within a reasonable time.
- g. If the LICENSEE fails to comply with the Public Records Law, the LICENSEE shall be deemed to have breached a material provision of this Contract and the Town shall enforce this Contract and the LICENSEE may be subject to penalties pursuant to Chapter 119.

IF THE LICENSEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE LICENSEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 352-466-3121, OR TOWNhall@micanopyTOWN.com OR P.O. BOX 137, MICANOPY, FLORIDA 32667.

~~10-13.~~ ATTORNEY'S FEES. In the event of any litigation, the prevailing party shall be entitled to reasonable attorney's fees and court costs at trial and appellate levels and at Mediation.

~~11-14.~~ TIME. Time is of the essence in the Agreement.

~~12-15.~~ REMEDIES. Failure to cure a breach of a material term hereunder within four (4) hours of LICENSEE's receipt of written notice thereof shall entitle the TOWN to terminate this Agreement. All rights and remedies conferred upon the parties in this Agreement shall be cumulative and in addition to those available under the laws of the State of Florida. Venue shall be in Alachua County, Florida.

~~13-16.~~ ASSIGNMENT. This Agreement is not assignable.

~~14-17.~~ SEVERABILITY. If any provision of this Agreement is held invalid, it shall not affect the validity of the remaining provisions.

~~15-18.~~ MODIFICATIONS. No modifications shall be effective unless in writing and executed by the TOWN and LICENSEE.

~~16-19.~~ WAIVER. Failure to enforce any provision shall not be deemed a waiver of the provision or modification of this Agreement.

~~17-20.~~ ENTIRE AGREEMENT. This Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof, and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions of the parties, whether oral or written, and there are no representations, warranties, covenants or other agreements among them.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

Signed in the presence of: LICENSEE:

Print Name:

Print Name By:

For the TOWN OF MICANOPY

Jiana Williams, Mayor

STATE OF FLORIDA
COUNTY OF ALACHUA

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by _____.

- who is personally known to me.
- who produced _____ as identification.

Signature of Notary Public

STATE OF FLORIDA
COUNTY OF ALACHUA

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by _____, on behalf of TOWN OF MICANOPY.

- who is personally known to me.
- who produced _____ as identification.

Signature of Notary Public

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Town of _____

Micanopy
Florida

**Town of Micanopy
Facility Use Policy for Town Hall Meeting Space**

1. Purpose

The Town of Micanopy provides meeting space in Town Hall to support community engagement, civic activities, and public gatherings. This policy outlines the procedures and requirements for reserving and using the meeting space to ensure fair and responsible use.

2. Eligibility

The meeting space is available for use by:

- Government agencies and town committees.
- Nonprofit organizations and community groups.
- Local businesses and private individuals for civic-related purposes.
- Other organizations as approved by the Town Administrator.

3. Reservation Process

- Reservations must be made at least 5 days in advance through the Town Clerk’s Office.
- Applicants must complete a Facility Use Application form.
- Approval is subject to space availability and compliance with this policy.
- Recurring meetings require renewal every 12 months.

4. Usage Guidelines

- Events must comply with all town, state, and federal laws.
- The meeting space may not be used for political campaign activities or commercial sales.
- Alcoholic beverages and smoking are strictly prohibited.
- Users must return the space to its original condition, including furniture arrangement and cleanliness.

5. Fees and Deposits

- If a key is required a refundable security deposit of \$250 is required for all reservations.

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

6. Liability and Indemnification

- Users assume responsibility for any damages incurred during their event.
- Organizations may be required to provide proof of liability insurance.
- The Town of Micanopy is not responsible for lost or stolen property.

7. Cancellations and Termination of Use

- The Town reserves the right to revoke or deny future use for policy violations.
- In case of emergencies or town business needs, reservations may be rescheduled or canceled with notice.

8. Agreement

By submitting a reservation request, users agree to abide by this policy and any additional conditions set forth by the Town.

For inquiries and reservations, contact:

Town Clerk's Office

Phone: (352) 466-3121

Email: PPolk@MicanopyTown.com

Adopted by the Town of Micanopy on April 8, 2025

REQUEST FOR PROPOSALS**Professional Appraisal and Review Appraisal Services**

The **TOWN OF MICANOPY, FLORIDA**, anticipates the acquisition of a parcel of undeveloped property. The property will be utilized to construct a Community Center. The Town of Micanopy, Florida is requesting proposals for appraisal and review appraisal services in a project funded by the Town of Micanopy's, Community Development Block Grant (CDBG) Corona Virus (CDBG-CV) Grant (#22CV-S38), funded through the Florida Commerce Department. The project will require an appraisal of one parcel of undeveloped property. All work shall be in conformance with the requirements of the CDBG-CV grant. Proposers must meet all FloridaCommerce CDBG requirements. Additionally, the proposed acquisition, accompanying appraisal and review appraisal must adhere to the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended and ([42 U.S.C. 4201-4655](#)) and implementing regulations at [49 CFR part 24](#).

Information provided to the Town Commission shall include:

- a) The specialized experience and technical competence of the firm with respect to appraisal and related work;
- b) The past performance of the firm with respect to such factors as accessibility to clients, quality of work, and ability to meet schedules;
- c) The firm's familiarity or ability to become familiar with the area in which the project is located;
- d) Cost of services under scope of work;
- e) References from previous clients of related work with the firm within the past five years.
- f) Certification and/or license of the Real Estate Appraiser, confirming they are active and in good standing with the Florida Department of Business and Professional Regulation

Bids will be due by Monday, February 17, 2025 at 12 PM Noon EST. Bids shall be submit to the Town of Micanopy, ATTN: Sara Owen, Town Administrator, PO Box 137, Micanopy, Florida, 32667-0137; of delivered to 706 Northeast Chokolka Boulevard, Micanopy, FL 32667-4113.

The Town of Micanopy is an Equal Opportunity Employer, a Handicapped Accessible and Fair Housing Jurisdiction and invites the submission of proposals from Minority and Women-owned firms.

Emerson Appraisal Co. Inc.

**SCOPE OF WORK TOWN OF MICANOPY CDBG-CV GRANT #22CV-S38 APPRAISAL AND
REVIEW APPRAISAL**

A-1: The Town is requesting proposals, outlined in the Request for Proposals, for licensed Florida Real Estate Appraisers to conduct an appraisal of fair market value for acquisition of the entire land and improvements located on a portion of – Alachua County Property Appraiser's Parcel Number: #16672-000-000, further described as Lot 59, Stoughton Addition To The Town of Micanopy, According to the Map or Plat Thereof As Recorded in Play Book A, Page 31 of the Public Records of Alachua County, Florida.

The appraisal shall be submitted to the Town as it is completed, and the appraisal must be completed and submitted to the Town of Micanopy no later than 30 days following the execution of a contract between the Town and the firm awarded to conduct the appraisals. The Town will review the appraisal and will deliver the same to the firm awarded to conduct the review of the appraiser's methodology and approach of the completed appraisals. Following the completion of the review appraisal by a separate firm, the appraisal firm shall work with the review appraiser to reach mutually agreed upon appraised values for any appraisals they disagree on.

B-1: The Town is requesting proposals outlined in the Request for Proposals for licensed Florida Real Estate Appraisers to conduct a review and to provide a report of concurrence or non-concurrence of the appraisal (conducted by the separate firm) for the above referenced: Full appraisal of a portion of Alachua County Property Appraiser's Parcel Number#16672-000-000, further described as Lot 59, Stoughton Addition To The Town of Micanopy: The review appraisal shall be submitted to the Town as it is completed, and the review appraisal must be completed and submitted to the Town of Micanopy no later than 30 days following the review appraiser's receipt of said completed appraisal from the Town. Following the completion of the review appraisal, the review appraisal firm shall work with the initial appraiser to reach mutually agreed upon appraised value for any appraisal they disagree on.

2-12-2025
 Emerson Appraisal Company, Inc.
 William Emerson, MAI

APPRAISAL PROPOSED FEES

APPRAISALS OF ONE VACANT PARCEL OF PROPERTY

PARCEL	ADDRESS	APPRAISAL FOR ACQUISITION OF	APPRAISAL FEE
A part of Alachua County Property Appraiser's Parcel #16672-000-000 known as Lot 59, Stoughton Addition To The Town of Micanopy		Full Property (Land and Improvements)	\$ 2,400. ⁰⁰
TOTAL FEE ALL APPRAISALS			\$ 2,400. ⁰⁰

REVIEW APPRAISAL PROPOSED FEES

REVIEW APPRAISALS FOR ONE VACANT PARCEL OF PROPERTY

PARCEL	ADDRESS	REVIEW APPRAISAL FOR ACQUISITION OF	APPRAISAL FEE
A part of Alachua County Property Appraiser's Parcel #16672-000-000 known as Lot 59, Stoughton Addition To The Town of Micanopy		Full Property (Land and Improvements)	\$ N/A No Bid
TOTAL FEE ALL REVIEW APPRAISALS			\$

Company Description

Emerson Appraisal Company, Inc.
110 NW 2nd Avenue Gainesville, FL 32601
352-372-5645
www.emersonappraisal.com
mail@emersonappraisal.com

Emerson Appraisal Company is a full service commercial real estate appraisal firm providing real estate appraisal and consulting services to Alachua County and the North Florida region. Our primary area of coverage is Gainesville/Alachua County and surrounding counties, including Levy, Gilchrist, Columbia, Clay, Union, Putnam and Marion Counties, depending upon current workload and individual property types. The firm does not appraise single family residential properties and specializes in commercial real estate, large agricultural holdings, special use valuation assignments and a wide range of litigation valuation assignments.

The firm was initially started in 1961 and this is a family firm with three senior commercial appraisers including Don Emerson, Jr., MAI, SRA, Charles Emerson and William Emerson, MAI.

Don Emerson, Jr., MAI, SRA is the chief appraiser and president of Emerson Appraisal Company. His practice focuses on retail, office and residential subdivision/development properties in the suburban area to agricultural and special use valuation assignments. Don is a Certified USPAP Instructor by the Appraisal Foundation and regularly teaches courses for the Appraisal Institute throughout the United States and internationally. In addition, Mr. Emerson is an adjunct professor at the University of Florida and teaches the appraisal segment for the MSRE Graduate Student Program.

William Emerson, MAI is a senior commercial appraiser with the firm and specializes in apartment properties, office properties, Retail properties and other special use group housing and recreational properties. Bill has a wide range of experience in all types of suburban commercial properties which includes a mix of special use properties such as churches, sororities, fraternities and other similar properties.

Charles Emerson is a senior commercial appraiser specializing in industrial properties, agricultural properties, timberland properties, Wetland Valuation, typical suburban commercial properties and various special use properties including churches and specialized industrial facilities.

For prospective clients, Emerson Appraisal Company brings a broad range of competent and knowledgeable appraisal experience for the full scope of commercial appraisal activities including a wide range of experience in valuation assignments.

QUALIFICATIONS OF THE APPRAISER
William Emerson, MAI

Employment:

Secretary/Treasurer of Emerson Appraisal Company. Actively engaged in the real estate appraisal profession since 1983, with appraisal experience in many types of valuation and evaluation assignments. Emerson Appraisal Company was established in 1961 and provides appraisal services to the Gainesville, Alachua County and the North Central Florida geographical region.

Contact Information:

Emerson Appraisal Company, Inc.
 110 Northwest 2nd Avenue
 Gainesville, FL 32601

Phone: (352) 372-5645 Fax: (352) 377-4665
 Email: bill@emersonappraisal.com
 Website: www.emersonappraisal.com

Appraisal License:

State of Florida
 State Certified General Real Estate Appraiser RZ248

Educational Background:

B.S.B.A. University of Florida, 1983
 Major-Computer and Informational Science
 Minor-Economics

Professional Seminars:

A.I.R.E.A. R41B Seminar, 1985
 S.R.E.A. R41C Seminar, 1987
 A.I. Powerline Easement & EMF's, 1995
 A.I. Data Confirmation and Verification Methods, 1996
 A.I. Small Hotel/Motel Valuation, 1998
 A.I. Standards of Professional Appraisal Practice, 1998
 A.I. Case Studies in Commercial Highest & Best Use, 1999
 A.I. Appraisal of Nonconforming Uses, 1999
 A.I. Standards of Professional Appraisal Practice, 2002
 A.I. Real Estate Disclosure, 2002
 A.I. New Technology for RE Appraisers, 2004
 A.I. USPAP Update, 2004
 A.I. USPAP Update, 2006
 A.I. Appraising from Blueprints and Specifications, 2006
 A.I. Analyzing Operating Expenses, 2006
 A.I. New Technology for Real Estate Appraisers, 2007
 A.I. USPAP Update, 2008
 A.I. Supervisory/Trainee Roles and Relationships, 2008
 A.I. Office Building Valuation, 2008
 A.I. Feasibility, Market Value, Investment Timing: Option Value, 2008
 A.I. Appraising Distressed Commercial Real Estate, 2009
 A.I. Valuing Commercial Green Buildings, 2009
 A.I. USPAP Update, 2010
 A.I. USPAP Update, 2012
 A.I. USPAP Update, 2014
 A.I. New Technology for Real Estate Appraisers, 2018
 A.I. USPAP Update 2022
 A.I. The Paperless Real Estate Appraisal Office, 2022
 A.I. Insurance Appraisal Laws and Rules, 2022
 A.I. USPAP Update, 2024
 A.I. Excel Applications for Valuation, 2024

QUALIFICATIONS OF THE APPRAISER
William Emerson, MAI

Professional Education:

- A.I.R.E.A. Course/Exam #8-2, Residential Valuation (October 1984)
- A.I.R.E.A. Course/Exam 1B-A, Capitalization Theory & Techniques, Part A (July 1985)
- A.I.R.E.A. Course/Exam 1B-B, Capitalization Theory & Techniques, Part B (July 1985)
- A.I.R.E.A. Course/Exam #8-1, Real Estate Appraisal Principles (October 1985)
- A.I.R.E.A. Course/Exam 2-1, Case Studies in Real Estate Valuation (October 1986)
- A.I.R.E.A. Exam 1A-2, Basic Valuation Procedures (February 1987)
- A.I.R.E.A. Course/Exam 2-2, Report Writing and Valuation Analysis (July 1989)
- A.I.R.E.A. Course/Exam 10, Market Analysis in Valuation Appraisals (June, 1991)
- A.I. Course/Exam, Standards of Professional Appraisal Practice (Part A) (July 1992)
- A.I. Course/Exam, Code of Professional Ethics (Part B) (July 1992)
- A.I. Course/Exam, Standards of Professional Appraisal Practice (Part A) (November 1994)
- A.I. Course/Exam, Code of Professional Ethics (Part B) (November 1994)
- A.I. Course/Exam, Standards of Professional Appraisal Practice (Part A) (November 1996)
- A.I. Course, Advanced Sales Comparison and Cost Approaches (November 2004)
- A.I. Course, Business Practices and Ethics (2009)
- A.I. Course, Residential Design and Functional Utility (2010)
- A.I. Course, Business Practices and Ethics (2014)
- A.I. Course, Site Valuation and Cost Approach (2014)
- A.I. Course, Appraising Automobile Dealerships (2018)
- A.I. Course, Subdivision Valuation (2018)
- A.I. Course, Fundamentals of Apartment Appraising (2020)
- A.I. Course, Business Practices and Ethics (2024)
- A.I. Course, Fundamentals of Appraising Affordable Housing (2024)

Professional Organizations:

- Licensed Real Estate Broker, State of Florida
- Gainesville Board of Realtors
- Florida Association of Realtors
- National Association of Realtors
- Appraisal Institute - MAI Member No. 10,546 (1994)
- Appraisal Institute - Ocala/Gainesville Chapter, Vice Chairman (1995)
- Appraisal Institute - Ocala/Gainesville Chapter, Chairman (1996)
- Appraisal Institute - East Florida Chapter, Board of Directors (2007-2009)
- Appraisal Institute - Region X (Florida) Regional Representative (2008-2009)

Expert witness:

- Qualified as Expert Witness: Eighth Judicial Circuit, Gainesville, Florida, 1992

Community Activities:

- Alachua County - Mandatory Refuse Collection Task Force, Vice Chairman (1987)
- Alachua County - Illegal Dumping Task Force, Chairman (1988)
- Gainesville Area Chamber of Commerce - Leadership Gainesville XVI Program (1989)
- Delta Tau Delta Fraternity - House Corporation Secretary (1995 to 2003)
- Delta Tau Delta Fraternity - House Corporation Treasurer (2004 to Present)

QUALIFICATIONS OF THE APPRAISER
William Emerson, MAI

Brief Property Types Appraised List (properties appraised last 5± years):

Automotive Service-Sales	Multiple Family Acreage
Agricultural, Timberland Pasture, Farmland	Pasture, Farmland
Bank Buildings	Residential
Commercial Land	Restaurants, Fast Food
Condominium	Restaurants, Table Service
Dental Office	Retail Small Stores
Gasoline-Convenience Sales	Shopping Center
Hotel/Motel	Small Multiple Family
Industrial	Subdivision Appraisals
Large Multiple Family	Suburban Office
Medical Office	Vacant Industrial
Mobile Home Parks	Wetlands
Multi-Story Office	

Special use properties appraised include the following:

Animal Hospital	Emergency Medical	Membership Lodge
Bowling Alley	Farm Supply	Mini Storage
Car Wash	Fast Oil Change	Private School
Churches	First Magnitude Springs	River Acreage
Cold Storage Warehouse	Fraternalities/Sororities	Sports Club
Dairies	Funeral Homes	
Daycare Center	Golf Driving Range	

Rev. 12/24





Ron DeSantis, Governor

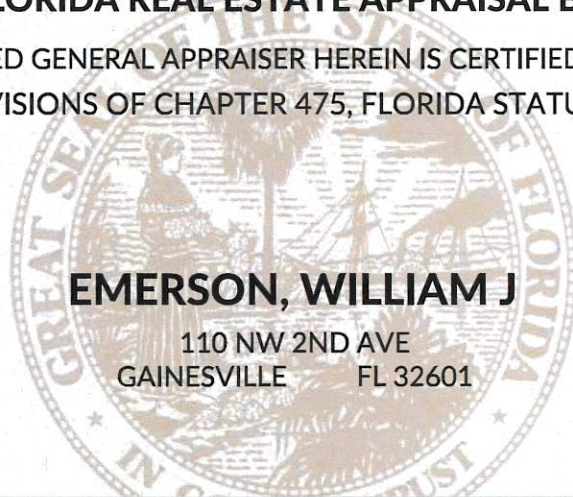
Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

FLORIDA REAL ESTATE APPRAISAL BD

THE CERTIFIED GENERAL APPRAISER HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 475, FLORIDA STATUTES



EMERSON, WILLIAM J

110 NW 2ND AVE
GAINESVILLE FL 32601

LICENSE NUMBER: RZ248

EXPIRATION DATE: NOVEMBER 30, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 12/05/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.





CENTRAL BIDDING

FROM CENTRAL AUCTION HOUSE

Electronic Bid Services Proposal

Services

Central Auction House (CAH), a Louisiana Corporation domiciled at 11103 Park Place Drive, Baton Rouge, LA 70818, will provide unlimited and uninterrupted access to the Central Bidding Standard Electronic Bidding SaaS to ~~City of Town of Micanopy Archer, Florida (TMCAFL), a Florida Political Subdivision domiciled at 16870 SW 134th Avenue, Archer, Florida 32618~~ 706 NE Chokolka Blvd. (NE 1st St.), Micanopy, Florida 32667 for the purpose of electronic bidding. TMCAFL will receive unlimited and uninterrupted access to the Central Bidding Standard Electronic Bidding SaaS for the term of this contract. TMCAFL agrees to post all of their public bids to the CAH Web Site for the term of this agreement. TMCAFL agrees to post all bid documents at time of release to the CAH Web Site. This agreement provides for the proprietary utilization of the Central Bidding Standard Electronic Bidding SaaS by TMCAFL. TMCAFL also agrees to add the following language to their public bid notifications/advertisements as well as their instructions to bidders and/or bid documents; "Official Bid Documents are available at Central Bidding (www.centralbidding.com). Electronic Bids may be submitted at Central Bidding (www.centralbidding.com). For questions related to the electronic bidding process, please call Central Bidding at 225-810-4814."

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Acceptable Technology

TMCAFL agrees that the technology utilized by CAH to assure electronic bidding compliance and site security to be sufficient. CAH utilizes a public-private key pair technology, secured by SHA-3, to secure passwords. CAH utilizes a padded 2048 bit RSA encryption to assure bid security. TMCAFL agrees that the technology utilized by CAH fulfills the requirements for both Electronic Signatures as well as Digital Signatures.

Training

CAH will provide web based or on-site training for employees and/or agents of TMCAFL as required to fully assure understanding and procedural compliance with the Central Bidding Standard Electronic Bidding SaaS.

Pricing

CAH agrees to provide the Central Bidding Standard Electronic Bidding SaaS at no charge to TMCAFL for the full term of this agreement.

Contract Term

This contract will remain in force for one calendar year from the date of signature. This contract will automatically renew for consecutive one calendar year terms unless written notification of either termination or alteration is provided in writing by either party with a minimum of thirty (30) days written notice of intent to cancel or negotiate new terms.

Public Records

CAH shall comply with Florida Public Records Laws; specifically, CAH shall:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.
4. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF CAH HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, REGARDING CAH'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CAH SHOULD CONTACT THE CUSTODIAN

OF PUBLIC RECORDS AT ~~352-466-3121495-2880~~, OR
SSAMARIO@MICANOPYTOWN.COM
~~DALLTOP@CITYOFARCHER.COM~~ OR 706 NE CHOLOKKA
BOULEVARD MICANOPY, FLORIDA 32667. 16870 SW 134TH
AVENUE, ARCHER, FLORIDA 32618.

Governing Law and Venue

The parties understand and agree that the relationship between them is that of ~~TMCA~~FL and CAH, and it is specifically understood and agreed that this Agreement and the relationship between the parties shall be construed in accordance with the laws of the State of Florida. The parties agree that venue is proper in ~~Alachua~~Alachua County, Florida.

Town of Micanopy~~City of Archer~~, Florida

Date

Central Auction House Date