



Town of _____

Micanopy

Florida

January 13, 2026

Agenda Item - Financial Report – Period Ending December 31, 2025

The attached financial report summarizes the Town’s revenues and expenditures for the period ending December 31, 2025. Overall, the Town remains in a stable financial position, with several notable items in both the General Fund and Enterprise Funds that are important for the Commission’s awareness.

Monthly Financial Report -December 31, 2025

General Fund Highlights

- **Revenue Timing and Surplus:**
The General Fund reflects a surplus at this point in the fiscal year, largely due to the timing of ad valorem tax revenues, which are recognized early in the fiscal year following the issuance of property tax bills. This is a normal seasonal pattern and does not necessarily indicate year-end surplus conditions.
- **Expenditure Trends:**
General Fund expenditures are generally tracking within expected ranges for this point in the fiscal year. Several large budgeted items—particularly grants and capital-related expenditures—have not yet been expended and will be realized later in the fiscal year as projects advance.
- **Grant-Related Revenues:**
Grant revenues reflected in the report represent budgeted amounts for multi-year or project-based funding and are recognized as expenditures are incurred. These balances will fluctuate as reimbursement requests are submitted.

Enterprise Fund (Water Utility) Highlights

- **Backflow Testing Costs:**
Backflow testing was completed during this reporting period; however, reimbursements to the Town from customers have not yet been billed. These charges are expected to be passed through to customers in a subsequent billing cycle, resulting in partial cost recovery.
- **Waterline Breaks During Fiber Installation:**
Several waterline breaks occurred during the fiber installation project:
 - One break has been billed to the installation subcontractor, and payment is pending.
 - Other incidents were determined to be shared responsibility, resulting in costs absorbed by the Town.
- **Operational Impact:**
Regardless of responsibility, waterline breaks—particularly those requiring boil water notices—are costly and labor-intensive. These events increase expenditures related to repairs, testing, staff time, and

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public notification, and they underscore the importance of coordination and protection of utility infrastructure during third-party construction activities.

- **Capital and Grant Activity:**
The Water Fund reflects significant capital-related budget activity associated with grants, loans, and appropriations. These amounts are budgeted but not yet fully expended and will be drawn down as project milestones are met.

Additional Context

- **Seasonality:**
Both revenues and expenditures at mid-year should be viewed through a seasonal lens. Certain revenues are front-loaded, while many expenditures—particularly capital, professional services, and grant-funded projects—occur later in the fiscal year.
- **Monitoring and Controls:**
Staff will continue to closely monitor operating expenses, pursue reimbursements where applicable, and keep the Commission informed of any material deviations from budget assumptions

Town of Micanopy, Florida

General Fund

For period ending December 31, 2025

	Actual	Budget	Balance	% Received
		2025		
<u>Revenues</u>				
Taxes				
Ad Valorem	\$145,636	\$253,813	\$108,177	57%
Fuel Taxes				
Fuel Tax - First Local	\$9,015	\$30,000	\$20,985	30%
Fuel Tax - Second Local	\$6,563	\$20,000	\$13,437	33%
Half-cent sales tax	\$9,881	\$40,000	\$30,119	25%
Franchise fees				
Electricity - Duke Energy	\$12,294	\$50,000	\$37,706	25%
Utility Service taxes				
Electricity - Duke Energy	\$17,581	\$60,000	\$42,419	29%
Propane	\$408	\$3,000	\$2,592	14%
Communications	\$8,496	\$30,000	\$21,504	28%
Total Taxes	\$209,874	\$486,813	\$276,939	
Licenses and permits				
Occupational - Businesses	\$1,240	\$800	-\$440	155%
Occupational License - Landlord	\$320	\$500	\$180	64%
Occupational License - Insur Co	\$40	\$500	\$460	8%
Permits - Zoning Compliance	\$800	\$1,500	\$700	53%
Permits - Special Events	\$0	\$500	\$500	0%
Land Use	\$0	\$50	\$50	0%
Total Licenses/permits	\$2,400	\$3,850	\$1,450	
Intergovernmental				
Wild Spaces Public Places	\$11,158	\$44,000	\$32,842	25%
Other Infrastructure Surtax	\$11,158	\$44,000	\$32,842	25%
Fines - Civil Traffic	\$6,224	\$14,000	\$7,776	44%
Mobile Home Licenses	\$212	\$300	\$88	71%
Alcoholic Beverage Licenses	\$392	\$1,000	\$608	39%
Traffic Signal Maintenance	\$0	\$1,050	\$1,050	0%
Highway Lighting	\$0	\$5,100	\$5,100	
State Shared revenues	\$7,329	\$24,000	\$16,671	31%
Total Intergovernmental	\$36,473	\$133,450	\$96,977	

Town of Micanopy, Florida

For period ending December 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
Other				
Interest	\$8,680	\$65,000	\$56,320	13%
Rents	\$3,839	\$4,050	\$211	95%
Misc Revenue	\$65	\$1,000	\$935	7%
Other Reimbursements	\$500	\$1,000	\$500	50%
Prior Year WSPP Restricted	\$0	\$30,000	\$30,000	0%
Prior Year Restricted	\$0	\$42,798	\$42,798	
CDBG-CV Grant	\$0	\$2,934,000	\$2,934,000	0%
Grants	\$0	\$300,000	\$300,000	0%
Insurance Reimbursements	\$0	\$0	\$0	
Total Other	\$13,084	\$3,377,848	\$3,364,764	
Charges for Services				
Transfer in				
Water	\$0	\$1,500	\$1,500	
Total Other Financing source	\$0	\$1,500	\$0	
Total Revenues/Other	\$261,831	\$4,003,461	\$3,740,130	

Town of Micanopy, Florida

For period ending December 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
<u>Expenditures</u>				
<u>Town Commission</u>				
Personnel Services				
Salaries	\$8,400	\$33,600	\$25,200	25%
FICA	\$521	\$2,083	\$1,562	25%
Medicare	\$122	\$487	\$365	25%
Other Post Employment Benefits	\$706	\$2,650	\$1,944	27%
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Total Salaries and Benefits	\$9,749	\$38,820	\$29,072	
Operating Expenses				
Professional Development	\$0	\$5,500	\$5,500	0%
Capital Outlay	\$0	\$0	\$0	
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Total Operating Expenses	\$0	\$5,500	\$5,500	
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Total Town Commission	\$9,749	\$44,320	\$34,572	

Town of Micanopy, Florida

For period ending December 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
<u>Town Administrator / Clerk</u>				
Personnel Services				
Salaries	\$17,865	\$100,658	\$82,793	18%
Overtime	\$982	\$2,500	\$1,518	39%
Health Insurance	\$3,753	\$14,850	\$11,097	25%
FICA	\$1,169	\$6,396	\$5,227	18%
Medicare	\$273	\$1,496	\$1,223	18%
Professional Development	\$75	\$2,500	\$2,425	3%
Total Salaries and Benefits	\$24,117	\$128,400	\$104,283	
Operating expenses				
Workers Comp	\$250	\$1,000	\$750	25%
Office Supplies	\$0	\$1,500	\$1,500	0%
Dues and Publications	\$236	\$1,500	\$1,264	16%
Capital Outlay	\$0	\$0	\$0	
Total Operating Expenses	\$486	\$4,000	\$3,514	
Total Town Administrator	\$24,603	\$132,400	\$107,797	

Town of Micanopy, Florida

For period ending December 31, 2025

	Actual	Budget	Balance	
	<u>2025</u>			
<u>General Government Operating</u>				
Operations				
Insurance - Liability	\$1,097	\$4,387	\$3,290	25%
Insurance - Property	\$4,652	\$18,607	\$13,955	25%
Office Equipment Maintenance	\$0	\$4,000	\$4,000	0%
Building Maintenance	\$1,250	\$5,000	\$3,750	25%
Utilities				
Electric - Town Hall	\$2,170	\$12,000	\$9,830	18%
Electric - Museum	\$181	\$1,200	\$1,019	15%
Electric - Archive	\$319	\$1,800	\$1,481	18%
Electric - Cemetery	\$97	\$550	\$453	18%
Electric - Fire Station	\$1,136	\$5,000	\$3,864	23%
Telephone - Town Hall	\$438	\$2,200	\$1,762	20%
Internet	\$570	\$2,600	\$2,030	22%
Operating Supplies	\$1,058	\$6,500	\$5,442	16%
Office Supplies	\$185	\$5,000	\$4,815	4%
Postage	\$0	\$500	\$500	0%
Elevator Service	\$2,313	\$2,500	\$187	93%
Janitorial Supplies	\$131	\$300	\$169	44%
Pest & Termite Control	\$498	\$3,500	\$3,002	14%
Contracted Services	\$743	\$12,500	\$11,757	6%
Professional Services				
IT	\$1,198	\$8,500	\$7,302	14%
Auditor	\$0	\$10,000	\$10,000	0%
Engineering / Surveying	\$0	\$3,000	\$3,000	0%
Janitorial	\$2,300	\$6,600	\$4,300	35%
Dues and Publications	\$1,177	\$1,200	\$23	98%
Promotional	\$615	\$3,000	\$2,385	21%
Capital Outlay - Other Infrastructure	\$8,930	\$50,000	\$41,070	
CDBG-CV Grant	\$0	\$925,500	\$925,500	0%
Capital Outlay - CDBG-CV Grant	\$0	\$2,000,000	\$2,000,000	0%
General Govt Operations	\$31,058	\$3,095,944	\$3,064,886	

Town of Micanopy, Florida

For period ending December 31, 2025

	Actual	Budget	Balance	
	<u>2025</u>			
<u>Legal</u>				
Contractual- City Attorney	\$6,180	\$38,000	\$31,820	16%
Advertisement	\$150	\$4,000	\$3,850	4%
Total Legal	\$6,330	\$42,000	\$35,670	
<u>Land Development Planning</u>				
Contractual - Planning Services	\$1,137	\$7,000	\$5,863	16%
Advertisement	\$0	\$1,500	\$1,500	0%
Total and Development Planning	\$1,137	\$8,500	\$7,363	
<u>Elections</u>				
Expenses	\$0	\$3,500	\$3,500	
Advertising	\$0	\$100	\$100	
Postage	\$0	\$50	\$50	
Total Elections	\$0	\$3,650	\$3,650	
Total General Government	\$72,876	\$3,326,814	\$3,253,938	
<u>Public Works</u>				
Personnel Services				
Salaries	\$9,657	\$33,313	\$23,656	29%
Health Insurance	\$2,805	\$11,000	\$8,195	26%
Overtime	\$192	\$2,500	\$2,308	8%
Part-Time	\$11,251	\$61,737	\$50,486	18%
FICA	\$1,308	\$6,048	\$4,740	22%
Medicare	\$306	\$1,414	\$1,108	22%
Retirement	\$0	\$0	\$0	
Uniforms	\$0	\$300	\$300	
Total Salaries and Benefits	\$25,519	\$116,312	\$90,793	

Town of Micanopy, Florida

For period ending December 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
Operating expenses				
Street Lights	\$1,249	\$21,208	\$19,959	6%
Insurance - Auto	\$1,249	\$4,996	\$3,747	25%
Insurance - Liability	\$99	\$397	\$298	25%
Insurance - Property	\$766	\$3,064	\$2,298	25%
Workmans Comp	\$1,224	\$5,500	\$4,276	22%
School Signal Maintenance	\$0	\$675	\$675	0%
Repairs and Maint- Equip	\$49	\$1,800	\$1,751	3%
Operating Supplies	\$5,605	\$10,000	\$4,395	56%
Uniforms	\$499	\$300	-\$199	166%
Professional Development	\$0	\$500	\$500	
Vehicle Repair / Maintenance	\$0	\$750	\$750	0%
Fuel	\$758	\$5,500	\$4,742	14%
Street Maintenance	\$1,440	\$5,000	\$3,560	29%
Tree Removal	\$1,500	\$7,500	\$6,000	20%
Contract Services	\$0	\$7,500	\$7,500	0%
Capital Outlay	\$23,500	\$42,000	\$18,500	56%
Total Operating Supplies	\$37,938	\$116,690	\$78,752	
Total Public Works	\$63,457	\$233,002	\$169,545	
<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 December 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
<u>Parks</u>				
Operating expenses				
Utilities - parks	\$2,705	\$9,350	\$6,645	29%
Insurance - Property	\$561	\$2,245	\$1,684	25%
Maintenance & Repairs	\$455	\$2,200	\$1,745	21%
Operating Supplies	\$5,101	\$4,000	-\$1,101	128%
Tree City	\$0	\$600	\$600	0%
Special Events - Independence Day	\$0	\$7,500	\$7,500	0%
Special Event - Light up Micanopy	\$548	\$1,500	\$952	37%
Special Event -Halloween	\$0	\$500	\$500	0%
Special Event - Other Events	\$0	\$750	\$750	0%
Wild Spaces Public Places	\$0	\$0	\$0	
Capital Outlay - WSPP	\$2,837	\$280,000	\$277,163	1%
Total Parks	\$12,207	\$308,645	\$296,438	
Total Expenditures	\$148,541	\$4,003,461	\$3,854,921	
Net Revenue Over Expenses	\$113,290	(\$0)	(\$114,791)	

Town of Micanopy, Florida

Solid Waste Fund

For period ending December 31, 2025

	Actual	Budget	Balance	
	<u>2025</u>			
<u>Revenues</u>				
Charges				
Solid Waste Charges	\$27,439	\$121,303	\$93,864	23%
Total Charges	\$27,439	\$121,303	\$93,864	
Total Revenues	\$27,439	\$121,303	\$93,864	
<u>Expenditures</u>				
Contractual Services - Residential	\$0	\$66,900	\$66,900	0%
Contractual Services - Commercial	\$0	\$48,253	\$48,253	0%
Operating Supplies	\$0	\$150	\$150	0%
Transfer to Water Fund	\$0	\$6,000	\$6,000	0%
Total Expenditures	\$0	\$121,303	\$121,303	
Net Revenue Over Expenses	\$27,439	\$0	-\$27,439	

Town of Micanopy, Florida

Water Fund

For period ending December 31, 2025

	Actual	Budget	Balance	
		<u>2025</u>		
Revenues				
Operating Income				
Charges				
Water Use	\$47,663	\$209,470	\$161,807	23%
Service Charge	\$1,199	\$8,000	\$6,801	15%
Backflow Testing	\$0	\$4,500		
New Connection	\$0	\$0	\$0	
Interest	\$2,323	\$8,000	\$5,677	29%
Total Charges	\$51,185	\$229,970	\$174,285	
Other				
Transfer from Solid Waste	\$0	\$6,000	\$6,000	0%
SRF Grant / Loan - Planning & Design	\$0	\$177,500	\$177,500	0%
SRF Grant / Loan - construction	\$0	\$1,442,700	\$1,442,700	0%
Prior year ARPA	\$0	\$301,542	\$301,542	0%
Legislative Appropriations	\$0	\$371,000	\$371,000	0%
CDBG Grant meter replacement	\$0	\$650,000	\$650,000	0%
Total Other	\$0	\$2,948,742	\$1,921,742	
Total Revenues	\$51,185	\$3,178,712	\$2,096,027	

Expenditures

Personnel Services

Salaries - Operation	\$18,532	\$98,937	\$80,405	19%
Overtime	\$1,394	\$5,000	\$3,606	28%
Health Insurance	\$3,307	\$13,200	\$9,893	25%
FICA	\$1,235	\$6,444	\$5,209	19%
Medicare	\$289	\$1,507	\$1,218	19%
Retirement	\$450	\$1,950	\$1,500	23%
Workers Comp	\$500	\$2,000	\$1,500	25%
Total personnel Services	\$25,707	\$129,038	\$103,331	

Operating Expenses

Contractual Services

Water Operator	\$2,469	\$12,000	\$9,531	21%
Audit	\$0	\$7,500	\$7,500	0%
Annual Service Contract	\$12,011	\$12,500	\$489	96%
Backflow Prevention	\$2,880	\$4,500	\$1,620	64%
Billing Software	\$0	\$3,200	\$3,200	0%
Professional Development	\$0	\$2,000	\$2,000	0%
Uniforms	\$514	\$0	-\$514	
Postage	\$600	\$2,500	\$1,900	24%
Utilities - Electricity	\$913	\$7,200	\$6,287	13%
Utilities - Communication Line	\$158	\$750	\$592	21%

Town of Micanopy, Florida

For period ending December 31, 2025

	Actual	Budget	Balance	
		2025		
Insurance				
Liability	\$1,097	\$4,387	\$3,290	25%
Property	\$1,254	\$5,017	\$3,763	25%
Maintenance				
Building	\$105	\$1,000	\$895	11%
Equipment	\$0	\$2,500	\$2,500	0%
Water Testing	\$3,730	\$5,500	\$1,770	68%
Water Line Repairs	\$0	\$2,000	\$2,000	0%
Operating Supplies	\$2,057	\$1,500	-\$557	137%
Office Supplies	\$0	\$750	\$750	0%
Chemicals	\$556	\$7,000	\$6,444	8%
Dues	\$0	\$1,500	\$1,500	0%
Total Operating Expense	\$28,344	\$83,304	\$54,960	
Total Personnel and Operating	\$54,051	\$212,342	\$109,920	
Other				
Capital	\$0	\$5,000	\$5,000	0%
Capital Improvement - Planning & Design	\$0	\$742,600	\$742,600	0%
Capital Improvement - Construction	\$0	\$1,442,700	\$1,442,700	0%
Capital Improvement - Meters	\$0	\$650,000	\$650,000	0%
Transfer to General Fund	\$0	\$1,500	\$1,500	0%
Total Other Expenses	\$0	\$2,841,800	\$2,841,800	
Total Water Fund Expenses	\$54,051	\$3,054,142	\$2,951,720	
Net income/ (loss)	(\$2,866)	\$124,570	(\$855,693)	