Town of Micanopy Florida

November 10, 2026

TOWN OF MICANOPY
AGENDA ITEM CORRESPONDENCE

To Mayor and Town Commission
From Sara Samario, Town Administrator
Subject Acceptance of the October 2026 Monthly Financial Report

Background

The attached financial report covers the period ending October 31, 2026, the first month of Fiscal Year 2027. October activity was consistent with the Town's usual start to the fiscal year.

Fund	Revenues and other sources	Expenditures	October surplus (deficit)
General Fund	$26,017	$52,278	($26,261)
Solid Waste Fund	$9,965	$9,465	$500
Water Fund	$15,858	$13,146	$2,712

The General Fund reported a $26,261 deficit for October. The Town paid its first-quarter insurance premium during the month, and General Fund property, liability, and auto insurance charges totaled approximately $12,929. The report also shows that the Town had yet to record any ad valorem tax revenue for the new fiscal year. The timing of these expenses and receipts accounts for the early-year shortfall.

Both the Solid Waste Fund and the Water Fund ended October with revenues exceeding expenditures. Water Fund revenue came from water use charges and interest. The report shows no activity in the Water Fund's capital project expenditure lines for October.

Recommendation

Staff recommends that the Town Commission accept the Monthly Financial Report for the period ending October 31, 2026.

Suggested motion

Move to accept the Monthly Financial Report for the period ending October 31, 2026.

Town of Micanopy Florida

Town of Micanopy, Florida

General Fund

For period ending October 31, 2026

	Actual	Budget 2027	Balance	% Received
Revenues				
Taxes				
Ad Valorem	$0	$275,261	$275,261	0%
Fuel Taxes				
Fuel Tax - First Local	$3,044	$30,000	$26,956	10%
Fuel Tax - Second Local	$2,219	$20,000	$17,781	11%
Half-cent sales tax	$3,191	$40,000	$36,809	8%
Franchise fees				
Electricity - Duke Energy	$0	$48,000	$48,000	0%
Utility Service taxes				
Electricity - Duke Energy	$0	$60,000	$60,000	0%
Propane	$150	$3,000	$2,850	5%
Communications	$3,534	$30,000	$26,466	12%
Total Taxes	$12,138	$506,261	$494,123	
Licenses and permits				
Occupational - Businesses	$120	$1,500	$1,380	8%
Occupational License - Landlord	$880	$500	-$380	176%
Occupational License - Insur Co	$480	$50	-$430	960%
Permits - Zoning Compliance	$200	$15,000	$14,800	1%
Permits - Special Events	$0	$500	$500	0%
Land Use	$0	$50	$50	0%
Total Licenses/permits	$1,680	$17,600	$15,920	
Intergovernmental				
Wild Spaces Public Places	$2,540	$44,000	$41,460	6%
Other Infrastructure Surtax	$2,540	$44,000	$41,460	6%
Fines - Civil Traffic	$299	$14,000	$13,701	2%
Mobile Home Licenses	$0	$300	$300	0%
Alcoholic Beverage Licenses	$0	$1,000	$1,000	0%
Traffic Signal Maintenace	$0	$1,035	$1,035	0%
Highway Lighting	$0	$5,375	$5,375	0%
State Shared revenues	$2,325	$24,000	$21,675	10%
Total Intergovernmental	$7,704	$133,710	$126,006	

Town of Micanopy Florida

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For period ending October 31, 2026

	Actual	Budget 2027	Balance	
Other				
Interest	$3,594	$65,000	$61,406	6%
Rents	$0	$24,500	$24,500	0%
Misc Revenue	$0	$1,000	$1,000	0%
Other Reimbursements	$0	$750	$750	0%
Prior Year WSPP Restricted	$0	$55,000	$55,000	0%
Prior Year Restricted	$0	$43,702	$43,702	
CDBG-CV Grant	$0	$1,734,000	$1,734,000	0%
Grants	$0	$680,000	$680,000	0%
Opioid Settlement	$0	$0	$0	
Insurance Reimbursements	$0	$0	$0	
Community Garden	$901	$0	-$901	
Total Other	$4,495	$2,603,952	$2,599,457	
Charges for Services				
Transfer in				
Water	$0	$2,000	$2,000	
Total Other Financing source	$0	$2,000	$0	
Total Revenues/Other	**$26,017**	**$3,263,523**	**$3,235,506**	

Town of Micanopy Florida

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For period ending October 31, 2026

	Actual	Budget 2027	Balance	
Expenditures				
Town Commission				
Personnel Services				
Salaries	$2,800	$33,600	$30,800	8%
FICA	$174	$2,083	$1,910	8%
Medicare	$41	$487	$447	8%
Other Post Emplyment Benefits	$235	$2,650	$2,415	9%
Total Salaries and Benefits	$3,249	$38,820	$35,571	
Operating Expenses				
Professional Development	$0	$6,500	$6,500	0%
Capital Outlay	$0	$0	$0	
Total Operating Expenses	$0	$6,500	$6,500	
Total Town Commission	$3,249	$45,320	$42,071	

Town of Micanopy Florida

Town of Micanopy, Florida

For period ending October 31, 2026

	Actual	Budget 2027	Balance	
Town Administrator / Clerk				
Personnel Services				
Salaries	$7,386	$116,595	$109,209	6%
Overtime	$0	$2,743	$2,743	0%
Health Insurance	$1,292	$14,850	$13,558	9%
FICA	$458	$7,399	$6,941	6%
Medicare	$107	$1,730	$1,623	6%
Professional Development	$261	$2,500	$2,239	10%
Total Salaries and Benefits	$9,504	$145,817	$136,313	
Operating expenses				
Workers Comp	$283	$1,000	$717	28%
Office Supplies	$77	$2,000	$1,923	4%
Dues and Publications	$0	$1,500	$1,500	0%
Capital Outlay	$0	$0	$0	
Total Operating Expenses	$360	$4,500	$4,140	
Total Town Administrator	$9,864	$150,317	$140,453	

Town of Micanopy Florida

Town of Micanopy, Florida

For period ending October 31, 2026

	Actual	Budget 2027	Balance	
General Government Operating				
Operations				
Insurance - Liability	$1,982	$4,931	$2,949	40%
Insurance - Property	$7,775	$20,000	$12,225	39%
Office Equipment Maintenance	$0	$4,000	$4,000	0%
Building Maintenance	$0	$10,000	$10,000	0%
Utilities				
Electric - Town Hall	$969	$10,000	$9,031	10%
Electric - Museum	$87	$1,200	$1,113	7%
Electric - Archive	$181	$2,000	$1,819	9%
Electric - Cemetery	$33	$550	$517	6%
Electric - Fire Station	$145	$0	-$145	
Telephone - Town Hall	$65	$3,600	$3,535	2%
Internet	$190	$2,600	$2,410	7%
Operating Supplies	$0	$8,000	$8,000	0%
Office Supplies	$509	$5,000	$4,491	10%
Postage	$0	$500	$500	0%
Elevator Service	$0	$5,000	$5,000	0%
Janitorial Supplies	$0	$500	$500	0%
Pest & Termite Control	$184	$4,500	$4,316	4%
Contracted Services	$9,130	$12,500	$3,370	73%
Professional Services				
IT	$599	$8,500	$7,901	7%
Auditor	$0	$12,000	$12,000	0%
Engineering / Surveying	$0	$3,000	$3,000	0%
Janitorial	$600	$9,300	$8,700	6%
Dues and Publications	$0	$1,200	$1,200	0%
Promotional	$30	$3,000	$2,970	1%
Capital Outlay	$0	$50,000	$50,000	0%
Other Infrastructure	$0	$82,000	$82,000	0%
CDBG-CV Grant	$0	$1,725,500	$1,725,500	0%
General Govt Operations	$22,479	$1,989,381	$1,966,902	

Town of Micanopy Florida

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For period ending October 31, 2026

	Actual	Budget 2027	Balance	
Legal				
Contractual- City Attorney	$0	$40,000	$40,000	0%
Contractual- Land Use	$0	$0	$0	
Advertisement	$1,136	$4,000	$2,864	28%
Total Legal	$1,136	$44,000	$42,864	
Land Development Planning				
Contractual - Planning Services	$0	$15,000	$15,000	0%
Advertisement	$0	$0	$0	
Total and Development Planning	$0	$15,000	$15,000	
Elections				
Expenses	$0	$3,500	$3,500	
Advertising	$0	$250	$250	
Postage	$0	$50	$50	
Total Elections	$0	$3,800	$3,800	
Total General Government	$36,728	$2,247,818	$2,211,090	
Public Works				
Personnel Services				
Salaries	$2,755	$34,500	$31,745	8%
Health Insurance	$966	$11,000	$10,034	9%
Overtime	$0	$2,500	$2,500	0%
Part-Time	$4,075	$50,928	$46,853	8%
FICA	$423	$5,452	$5,029	8%
Medicare	$99	$1,275	$1,176	8%
Retirement	$0	$0	$0	
Uniforms	$0	$500	$500	
Total Salaries and Benefits	$8,318	$106,155	$97,837	8%

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For period ending October 31, 2026

	Actual	Budget 2027	Balance	
Operating expenses				
Street Lights	$1,183	$20,000	$18,817	6%
Insurance - Auto	$1,383	$5,000	$3,617	28%
Insurance - Liability	$47	$400	$353	12%
Insurance - Property	$704	$3,100	$2,396	23%
Workmans Comp	$1,388	$5,500	$4,112	25%
School Signal Maintenance	$529	$900	$371	59%
Repairs and Maint- Equip	$0	$1,800	$1,800	0%
Operating Supplies	$144	$12,000	$11,856	1%
Uniforms	$0	$500	$500	0%
Professional Development	$0	$500	$500	
Vehicle Repair / Maintenance	$0	$750	$750	0%
Fuel	$0	$5,500	$5,500	0%
Street Maintenance	$0	$5,000	$5,000	0%
Tree Removal	$0	$7,500	$7,500	0%
Contract Services	$0	$7,500	$7,500	0%
Capital Outlay	$0	$380,000	$380,000	0%
Total Operating Supplies	$5,378	$455,950	$450,572	
Total Public Works	$13,696	$562,105	$548,409	
Public Safety				
Fire Safety Fund Contribution	$0	$135,000	$135,000	0%
Total Public Safety	$0	$135,000	$135,000	

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Town of Micanopy, Florida

For period ending October 31, 2026

	Actual	Budget 2027	Balance	
Parks				
Operating expenses				
Utilities - parks	$480	$10,500	$10,020	5%
Insurance - Property	$1,038	$3,000	$1,962	35%
Maintenance & Repairs	$135	$3,500	$3,365	4%
Operating Supplies	$0	$10,000	$10,000	0%
Tree City	$0	$600	$600	0%
Special Events - Independence Day	$0	$7,500	$7,500	0%
Special Event - Light up Micanopy	$0	$1,500	$1,500	0%
Special Event -Halloween	$0	$500	$500	0%
Special Event - Other Events	$0	$1,500	$1,500	0%
Community Garden	$200	$0	-$200	
Wild Spaces Public Places	$0	$0	$0	
Capital Outlay	$0	$280,000	$280,000	0%
Totlal Parks	$1,853	$318,600	$316,747	
Total Expenditures	**$52,278**	**$3,263,523**	**$3,211,246**	
Net Revenue Over Expenses	**($26,261)**	**($0)**	**$24,260**	

Town of Micanopy Florida

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Solid Waste Fund

For period ending October 31, 2026

	Actual	Budget 2027	Balance	
Revenues				
Charges				
Solid Waste Charges	$9,965	$121,303	$111,338	8%
Total Charges	$9,965	$121,303	$111,338	
Total Revenues	**$9,965**	**$121,303**	**$111,338**	
Expenditures				
Contractual Services - Residential	$5,372	$66,900	$61,528	8%
Contractual Services - Commercial	$4,093	$48,253	$44,160	8%
Operating Supplies	$0	$150	$150	0%
Transfer to Water Fund	$0	$6,000	$6,000	0%
Total Expenditures	**$9,465**	**$121,303**	**$111,838**	
Net Revenue Over Expenses	**$500**	**$0**	**-$500**	

Town of Micanopy Florida

Town of Micanopy, Florida

Water Fund

For period ending October 31, 2026

	Actual	Budget 2027	Balance	
Revenues				
Operating Income				
Charges				
Water Use	$15,141	$229,900	$229,900	7%
Service Charge	$0	$8,000	$8,000	0%
Backflow Testing	$0	$4,500		
New Connection	$0	$0	$0	
Interest	$717	$8,000	$7,283	9%
Total Charges	$15,858	$250,400	$245,183	
Other				
Transfer from Solid Waste	$0	$6,000	$6,000	0%
Prior year retained earnings	$0	$11,989	$11,989	0%
SRF Grant / Loan - Planning & Design	$0	$0	$0	#DIV/0!
SRF Grant / Loan - construction	$0	$3,200,000	$3,200,000	0%
Prior year ARPA	$0	$301,542	$301,542	0%
Legislative Appropriations	$0	$0	$0	#DIV/0!
CDBG Grant meter replacement	$0	$650,000	$650,000	0%
Total Other	$0	$4,169,531	$4,169,531	
Total Revenues	**$15,858**	**$4,419,931**	**$4,414,714**	

Town of Micanopy Florida

Expenditures

Personnel Services				
Salaries - Operation	$8,058	$109,412	$101,354	7%
Overtime	$198	$5,500	$5,302	4%
Health Insurance	$966	$13,200	$12,234	7%
FICA	$512	$7,125	$6,613	7%
Medicare	$120	$1,666	$1,546	7%
Retirement	$75	$1,950	$1,875	4%
Uniforms	$0	$650	$650	0%
Workers Comp	$567	$2,000	$1,433	28%
Total personnel Services	$10,496	$141,503	$131,007	
Operating Expenses				
Contractual Services				
Water Operator	$674	$12,000	$11,326	6%
Audit	$0	$7,500	$7,500	0%
Annual Service Contract	$0	$12,500	$12,500	0%
Backflow Prevention	$0	$4,500	$4,500	0%
Billing Software	$0	$4,700	$4,700	0%
Professional Development	$0	$2,000	$2,000	0%
Uniforms	$0	$0	$0	
Postage	$0	$2,750	$2,750	0%
Utilities - Electricity	$0	$6,000	$6,000	0%
Utilities - Communication Line	$30	$750	$720	4%

Town of Micanopy Florida

Town of Micanopy, Florida

For period ending October 31, 2026

	Actual	Budget 2027	Balance	
Insurance				
Liability	$517	$4,500	$3,983	11%
Property	$1,429	$5,000	$3,571	29%
Maintenance				
Building	$0	$500	$500	0%
Equipment	$0	$2,500	$2,500	0%
Water Testing	$0	$5,500	$5,500	0%
Water Line Repairs	$0	$3,500	$3,500	0%
Operating Supplies	$0	$2,500	$2,500	0%
Office Supplies	$0	$500	$500	0%
Chemicals	$0	$6,000	$6,000	0%
Dues	$0	$1,500	$1,500	0%
Total Operating Expense	$2,650	$84,700	$82,050	
Total Personnel and Operating	$13,146	$226,203	$164,100	
Other				
Capital	$0	$5,000	$5,000	0%
Capital Improvement - Planning & Desig	$0	$301,542	$301,542	0%
Capital Improvement - Construction	$0	$3,200,000	$3,200,000	0%
Capital Improvement - Meters	$0	$650,000	$650,000	0%
Transfer to General Fund	$0	$1,750	$1,750	0%
Total Other Expenses	$0	$4,158,292	$4,158,292	
Total Water Fund Expenses	$13,146	$4,384,495	$4,322,392	
Net income/ (loss)	**$2,712**	**$35,436**	**$92,322**	