



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Agenda

July 3, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
 - Item # 2023-1606
 - Approval of Minutes from June 5, 2023 meeting
- 3. Financial Report**
 - Item # 2023-1632
 - Sundial Financial Report
- 4. Ordinances & Resolutions**
- 5. Other Business**
- 6. Persons to Appear**
- 7. Adjournment**

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the City at least 48 hours before the meeting by contacting City Hall, 6738 Dixon Street, Milton, or by calling 983-5410.

"If any person decides to appeal any decision made by the board, agency, or commission, with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that for such purpose, he or she may 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." FS 286.0105



Approval of Minutes from June 5, 2023 meeting

MEETING DATE	PREPARED BY
July 3, 2023	Clerk's Office Dawn Molinero, City Clerk



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Minutes

June 5, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

The meeting was called to order at 5:33 PM.

Members Present:

Mayor Heather Lindsay
Council Member, Ward IV, Seat I Jason Vance
Council Member Ward IV, Seat II Casey Powell
Council Member Ward III, Seat II Jeff Snow
Council Member, Ward I, Seat I Mike Cusack
Council Member, Ward II, Seat I Marilynn Farrow
Council Member Ward II, Seat II Roxanne Meiss

Members Absent:

Council Member, Ward III, Seat I Gavin Hawthorne
Council Member Ward I, Seat II Matt Jarrett

Members of the Public in Attendance

Brian McGuire, Vernon Compton, Christa Waite, Jerry Couey, Al Brewton, Shari Sebastiao, Amber Leek, Robert Leek, Donna Long, Orrin Smith, Mark Yorey, Dan Libby, Desi Lee, Pam Mitchell, Jerry Mitchell

Staff in Attendance

City Manager, Randy Jorgenson
City Clerk, Dawn Molinero
IT Director, Krystle Nowlin
IT Systems Analyst, Ashley Johnston
Public Information Officer, Bethany Anderson
Planning Director, Tim Milstead
Human Resource Manager, Dana Barger
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell

2. Approval of Minutes

Item # 2023-1535

Approval of Minutes from May 1, 2023 meeting

ACTION:

Motion to Approve by Marilynn Farrow;
second by Mike Cusack;
Motion passed - 6:0

YEAS: Roxanne Meiss, Jeff Snow, Casey Powell,
Mike Cusack, Marilynn Farrow, Jason
Vance
NAYS: None
ABSTAIN: None

3. Financial Report

Item # 2023-1575
Sundial Financial Report

ACTION: Motion to Approve by Jeff Snow; second
by Roxanne Meiss;
Motion passed - 6:0

YEAS: Roxanne Meiss, Jeff Snow, Casey Powell,
Mike Cusack, Marilynn Farrow, Jason
Vance

NAYS: None

ABSTAIN: None

4. Other Business

Item # 2023-1537
Sundial Articles of Incorporation and Bylaws

ACTION: Motion to Approve by Jeff Snow; second
by Casey Powell;
Motion passed - 6:0

YEAS: Roxanne Meiss, Jeff Snow, Casey Powell,
Mike Cusack, Marilynn Farrow, Jason
Vance

NAYS: None

ABSTAIN: None

The City Manager, Randy Jorgenson, reported to the Council.

5. Persons to Appear

No persons to appear.

6. Adjournment

The meeting adjourned at 5:37 PM.



Sundial Financial Report

MEETING DATE	PREPARED BY
July 3, 2023	Administration Department Heidi Sroka, Budget Coordinator

Sundial Utilities of Milton, Inc.

P. O. Box 909, Milton, FL 32572

Profit & Loss Statement

For the months as listed
and Fiscal Year to Date (FYTD)

CUSTOMER COUNT	867	865	887	
Income	April 2023	May 2023	June 2023	FYTD
*Sewer Revenue	\$ 42,074	\$ 42,060	\$ 42,759	\$ 368,415
Service Connect	\$ 17,721		\$ 8,861	\$ 185,580
Other Revenues	\$ 11,071	\$ 7,889		\$ 44,289
Other Sources (Transfers)	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 70,866	\$ 49,949	\$ 51,620	\$ 598,284
Expenses				
Professional Svcs.	\$ -	\$ -	\$ -	\$ -
Legal Counsel	\$ -	\$ -	\$ -	\$ -
Accounting & Auditing	\$ -	\$ -	\$ -	\$ 1,136
Bad Debt	\$ 116	\$ 242	\$ (155)	\$ 2,340
Communication Services	\$ -	\$ -	\$ -	\$ -
Postage and Shipping	\$ 170	\$ 169	\$ 170	\$ 1,374
Utilities-Wastewater	\$ 84	\$ 3,296	\$ 3,047	\$ 24,026
Insurance & Bonds	\$ -	\$ -	\$ -	\$ 8,007
Repair & Maintenance-Wastewater	\$ 1,498	\$ 614	\$ 6,210	\$ 16,627
Repair & Maint. Lift Station	\$ -	\$ -	\$ -	\$ -
Repair & Maint. Damage Claim Repairs	\$ -	\$ -	\$ -	\$ -
Advertising/Promotional	\$ -	\$ -	\$ -	\$ -
Misc. Expenditures	\$ 31	\$ -	\$ -	\$ 31
Landfill Tipping Fee	\$ 769	\$ 814	\$ 1,417	\$ 17,386
Pipes, Valves & Fitting	\$ -	\$ -	\$ -	\$ -
Laboratory Service	\$ -	\$ 1,154	\$ 425	\$ 4,957
Bank Charges	\$ -	\$ -	\$ -	\$ -
IT Expense	\$ -	\$ -	\$ -	\$ 6,934
Billing & Admin Fees	\$ -	\$ 23,414	\$ -	\$ 46,828
Fire Assessment Fees	\$ -	\$ -	\$ -	\$ 2,102
*W&S Fund Labor Fees	\$ -	\$ -	\$ -	\$ 20,000
Office Supplies	\$ -	\$ -	\$ -	\$ 35
Operating Supplies-Wastewater	\$ 1,017	\$ 11,436	\$ -	\$ 28,145
Lift Station Improvements	\$ -	\$ -	\$ -	\$ 67,750
WWTP Upgrade & Improve	\$ -	\$ -	\$ 29,495	\$ 92,776
Sewer Infrastructure	\$ 18,505	\$ -	\$ 10,991	\$ 29,496
Machinery & Equipment / Misc.	\$ -	\$ 734	\$ -	\$ 734
*Debt Costs	\$ 17,500	\$ 17,500	\$ 17,500	\$ 157,500
Interest Expense	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 39,690	\$ 59,373	\$ 69,100	\$ 528,184
Profit/(Loss)	\$31,176	(\$9,424)	(\$17,480)	\$ 70,100

*Debt Costs are \$17,500 (1/12 of Annual Debt Payment of \$210,000)

**Lift Station Improvements are costs for payments to BDI for engineering/design work on Sundial WWTP expansion project

***\$20,000 Misc Fee is Labor cost for fee to run Sundial billed by the City of Milton