



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Agenda

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

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
 - Item # 2023-1801
 - Approval of Minutes from July 31, 2023 meeting
- 3. Financial Report**
 - Item # 2023-1854
 - 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



Agenda Item # 2023-1801

Approval of Minutes from July 31, 2023 meeting

MEETING DATE

September 5, 2023

PREPARED BY

Melissa Short, Admin
Assistant/Permit Clerk/Assistant
City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. document



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Minutes

July 31, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

The meeting was called to order at 5:35 PM.

Members Present:

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

Members of the Public in Attendance

Renee Johnmeyer, Donna Long, Orrin Smith, Matthew Hargraves, Lauren Cooper, Vera Cooper, Cindy Smith, Pam Mitchell, Linda Raffaele, Tom Powers, Joy Powers, Theresa Messick, Patsy Lunsford, Reverend Matt Dollhausen, Greg Scoville, David Farrow, Vernon Compton, Robert Leek, Dean Leightey, Al Brewton, Shari Sebastiao, Sherry Chapman, Cassie Powell, Vickie Mullins, Dan Mullins, David Samples, Rick Rogers, Cassandra Sharp, Cindea Booth, Wesley Meiss, Dewitt Nobles, Janet Coulter, C. Swann

Staff in Attendance

City Manager, Randy Jorgenson
City Attorney, Alex Andrade
City Clerk, Dawn Molinero
IT Director, Krystle Nowlin
Planning Director, Tim Milstead
Director of Economic Development, Ed Spears
Public Works Director, Joe Cook
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell

2. Approval of Minutes

Item # 2023-1666

Approval of Minutes from July 3, 2023 meeting

ACTION:

Motion to Approve by Marilynn Farrow;
second by Casey Powell;
Motion passed - 8:0

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

3. Financial Report

Item # 2023-1632
Sundial Financial Report

ACTION: Motion to Approve by Jeff Snow; second
by Matt Jarrett;
Motion passed - 8:0

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

4. Persons to Appear

No persons to appear.

5. Adjournment

The meeting adjourned at 5:38 PM.



Financial Report

MEETING DATE

September 5, 2023

PREPARED BY

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

	887	884	886	
Income	June 2023	July 2023	August 2023	FYTD
*Sewer Revenue	\$ 42,808	\$ 42,882	\$ 42,738	\$ 454,084
Service Connect	\$ 31,013			\$ 207,732
Other Revenues	\$ 7,620	\$ 7,896	\$ -	\$ 59,805
Other Sources (Transfers)	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 81,441	\$ 50,778	\$ 42,738	\$ 721,621
Expenses				
Professional Svcs.	\$ -	\$ -	\$ -	\$ -
Legal Counsel	\$ -	\$ -	\$ -	\$ -
Accounting & Auditing	\$ -	\$ -	\$ -	\$ 1,136
Bad Debt	\$ (155)	\$ 72	\$ 94	\$ 2,506
Communication Services	\$ -	\$ -	\$ -	\$ -
Postage and Shipping	\$ 170	\$ 170	\$ -	\$ 1,544
Utilities-Wastewater	\$ 6,067	\$ 113	\$ 3,178	\$ 30,337
Insurance & Bonds	\$ -	\$ 2,692	\$ -	\$ 10,699
Repair & Maintenance-Wastewater	\$ 6,210	\$ 13,627	\$ 4,126	\$ 34,380
Repair & Maint. Lift Station	\$ -	\$ -	\$ -	\$ -
Repair & Maint. Damage Claim Repairs	\$ -	\$ -	\$ -	\$ -
Advertising/Promotional	\$ -	\$ -	\$ -	\$ -
Misc. Expenditures	\$ -	\$ -	\$ -	\$ 31
Landfill Tipping Fee	\$ 1,417	\$ 1,058	\$ 1,454	\$ 19,898
Pipes, Valves & Fitting	\$ -	\$ -	\$ -	\$ -
Laboratory Service	\$ 425	\$ 283	\$ 1,955	\$ 7,195
Bank Charges	\$ -	\$ -	\$ -	\$ -
IT Expense	\$ -	\$ -	\$ -	\$ 6,934
Billing & Admin Fees	\$ -	\$ -	\$ -	\$ 46,828
Fire Assessment Fees	\$ -	\$ -	\$ -	\$ 2,102
*W&S Fund Labor Fees	\$ -	\$ -	\$ -	\$ 20,000
Office Supplies	\$ -	\$ -	\$ -	\$ 35
Operating Supplies-Wastewater	\$ 1,658	\$ 12,928	\$ 8,930	\$ 51,661
Lift Station Improvements	\$ -	\$ -	\$ -	\$ 67,750
WWTP Upgrade & Improve	\$ 29,495	\$ 36,359		\$ 129,135
Sewer Infrastructure	\$ 10,991	\$ 8,022	\$ -	\$ 38,252
Machinery & Equipment / Misc.	\$ -	\$ -	\$ -	\$ -
*Debt Costs	\$ 17,500	\$ 17,500	\$ 17,500	\$ 192,500
Interest Expense	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 73,778	\$ 92,824	\$ 37,237	\$ 662,923
Profit/(Loss)	\$7,663	(\$42,046)	\$5,501	\$ 58,698

** see notes

*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