



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Agenda

October 2, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
 - Item # 2023-1905
 - Approval of Minutes from September 5, 2023 meeting
- 3. Financial Report**
 - Item # 2023-1946
 - 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 September 5, 2023 meeting

MEETING DATE	PREPARED BY
October 2, 2023	Clerk's Office



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Minutes

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

1. Call Meeting to Order

The meeting was called to order at 05:25 PM.

Members Present:

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

Members Absent:

Council Member, Ward IV, Seat I Jason Vance

Members of the Public in Attendance

Donna Long, Vernon Compton, Pam Mitchell, China Holcombe, Chris Parker,
Shari Sebastiao, Cindea Booth, and Theresa Messick

Staff in Attendance

City Attorney, Alex Andrade
City Clerk Asst., Melissa Short
IT Systems Analyst, Ashley Johnston
Public Information Officer, Bethany Anderson
Assistant Planner, Ian Rehrig
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 # 2023-1801

Approval of Minutes from July 31, 2023 meeting

ACTION: Motion to Approve by Jeff Snow; second by
Roxanne Meiss;
Motion passed - 7:0

YEAS: Casey Powell, Marilyn Farrow, Mike
Cusack, Gavin Hawthorne, Jeff Snow,
Roxanne Meiss, Matt Jarrett

NAYS: None
ABSTAIN: None

3. Financial Report

Item # 2023-1854
Financial Report

ACTION: Motion to Approve by Jeff Snow; second by
Marilynn Farrow;
Motion - 3:0
YEAS: Casey Powell, Gavin Hawthorne, Roxanne
Meiss
NAYS: None
ABSTAIN: None

4. Ordinances & Resolutions

No Ordinances & Resolutions.

5. Other Business

No business to discuss.

6. Persons to Appear

No persons to appear.

7. Adjournment

The meeting adjourned at 5:36 PM.



Sundial Financial Report

MEETING DATE	PREPARED BY
October 2, 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

884	886	886
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Income	July 2023	August 2023	September 2023	FYTD
*Sewer Revenue	\$ 42,882	\$ 42,738	\$ 43,500	\$ 497,584
Service Connect			\$ 31,013	\$ 238,745
Other Revenues	\$ 7,896	\$ 7,931	\$ -	\$ 67,736
Other Sources (Transfers)	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 50,778	\$ 50,669	\$ 74,513	\$ 804,065

Expenses

Professional Svcs.	\$ -	\$ -	\$ -	\$ -
Legal Counsel	\$ -	\$ -	\$ -	\$ -
Accounting & Auditing	\$ -	\$ -	\$ -	\$ 1,136
Bad Debt	\$ 72	\$ 94	\$ -	\$ 2,506
Communication Services	\$ -	\$ -	\$ -	\$ -
Postage and Shipping	\$ 170	\$ -	\$ 358	\$ 1,902
Utilities-Wastewater	\$ 113	\$ 3,178	\$ 3,314	\$ 33,651
Insurance & Bonds	\$ 2,692	\$ -	\$ -	\$ 10,699
Repair & Maintenance-Wastewater	\$ 13,627	\$ 4,126	\$ 38,211	\$ 72,591
Repair & Maint. Lift Station	\$ -	\$ -	\$ -	\$ -
Repair & Maint. Damage Claim Repairs	\$ -	\$ -	\$ -	\$ -
Advertising/Promotional	\$ -	\$ -	\$ -	\$ -
Misc. Expenditures	\$ -	\$ -	\$ -	\$ 31
Landfill Tipping Fee	\$ 1,058	\$ 1,454	\$ 935	\$ 20,833
Pipes, Valves & Fitting	\$ -	\$ -	\$ -	\$ -
Laboratory Service	\$ 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	\$ -	\$ -	\$ 189	\$ 224
Operating Supplies-Wastewater	\$ 12,928	\$ 8,930	\$ 2,856	\$ 54,517
Lift Station Improvements	\$ -	\$ -	\$ -	\$ 67,750
WWTP Upgrade & Improve	\$ 36,359	\$ -	\$ 12,258	\$ 141,393
Sewer Infrastructure	\$ 8,022	\$ -	\$ 1,475	\$ 39,727
Machinery & Equipment / Misc.	\$ -	\$ -	\$ -	\$ -
*Debt Costs	\$ 17,500	\$ 17,500	\$ 28,786	\$ 221,286
Interest Expense	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 92,824	\$ 37,237	\$ 88,382	\$ 751,305

** see notes

Profit/(Loss)	(\$42,046)	\$13,432	(\$13,869)	\$ 52,760
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*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