



**SUNDIAL UTILITIES OF MILTON, INC.**  
**Regular Meeting Agenda**

January 3, 2022  
5:30 PM  
6738 Dixon Street  
Milton, FL 32570

**1. Call Meeting to Order**

**2. Approval of Minutes**

Item # 2021-95  
Approval of Minutes from December meeting

**3. Financial Report**

Item # 2021-111  
Financial Report for December 2021

**4. Other Business**

**5. Persons to Appear**

**6. 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*

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Agenda Item # 2021-95

# Approval of Minutes from December meeting

**MEETING DATE**

January 3, 2022

**PREPARED BY**

Administration



**SUNDIAL UTILITIES OF MILTON, INC.**  
**Regular Meeting Minutes**

December 6, 2021  
5:30 PM  
6738 Dixon Street  
Milton, FL 32570

**1. Call Meeting to Order**

Meeting called to order at 05:32 PM.

**Members Present:**

Mayor Heather Lindsay  
Council Member Ward I, Seat I Vernon Compton  
Council Member Ward II, Seat I Shannon Rice  
Council Member Ward II, Seat II Roxanne Meiss  
Council Member Ward III, Seat I Robert Leek  
Council Member Ward III, Seat II Jeff Snow  
Council Member Ward IV, Seat I Shari Sebastiao  
Council Member Ward IV, Seat II Casey Powell

**Members Absent:**

Council Member Ward I, Seat II Matt Jarrett

**2. Approval of Minutes**

Item # 2021-88

Approval of Minutes from November meeting

|                 |                                                                                                                              |
|-----------------|------------------------------------------------------------------------------------------------------------------------------|
| <b>ACTION:</b>  | Motion to Approve Approval of Minutes from November meeting by Casey Powell; second by Roxanne Meiss;<br>Motion Passed - 7:0 |
| <b>YEAS:</b>    | Vernon Compton, Shannon Rice, Roxanne Meiss, Robert Leek, Jeff Snow, Shari Sebastiao, Casey Powell                           |
| <b>NAYS:</b>    | None                                                                                                                         |
| <b>ABSTAIN:</b> | None                                                                                                                         |

**3. Financial Report**

Item # 2021-103

November Financial Report

**ACTION:** Motion to Approve November Financial Report  
by Casey Powell; second by Jeff Snow;  
Motion Passed - 7:0

**YEAS:** Vernon Compton, Shannon Rice, Roxanne  
Meiss, Robert Leek, Jeff Snow, Shari  
Sebastiao, Casey Powell

**NAYS:** None

**ABSTAIN:** None

**4. Other Business**

Item # 2021-92  
Sale of Sundial Property located on Churchill Circle

**ACTION:** Motion to Approve Sale of Sundial Property  
located on Churchill Circle by Jeff Snow;  
second by Shannon Rice;  
Motion Passed - 7:0

**YEAS:** Vernon Compton, Shannon Rice, Roxanne  
Meiss, Robert Leek, Jeff Snow, Shari  
Sebastiao, Casey Powell

**NAYS:** None

**ABSTAIN:** None

**5. Persons to Appear**

**6. Adjournment**

Meeting adjourned at 05:42 PM.



Agenda Item # 2021-111

# Financial Report for December 2021

## MEETING DATE

January 3, 2022

## PREPARED BY

Administration  
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

| 848 | 848 | 852 |
|-----|-----|-----|
|-----|-----|-----|

### Income

|                           | October<br>2021  | November<br>2021 | December<br>2021 | FYTD              |
|---------------------------|------------------|------------------|------------------|-------------------|
| *Sewer Revenue            | \$ 26,500        | \$ 43,060        | \$ 37,864        | \$ 107,424        |
| Service Connect           | \$ -             | \$ -             | \$ -             | \$ -              |
| Other Revenues            | \$ -             | \$ -             | \$ -             | \$ -              |
| Other Sources (Transfers) | \$ -             | \$ -             | \$ -             | \$ -              |
| <b>Total Income</b>       | <b>\$ 26,500</b> | <b>\$ 43,060</b> | <b>\$ 37,864</b> | <b>\$ 107,424</b> |

### Expenses

|                                      |                  |                  |                  |                   |
|--------------------------------------|------------------|------------------|------------------|-------------------|
| Professional Svcs.                   | \$ -             | \$ -             | \$ -             | \$ -              |
| Legal Counsel                        | \$ -             | \$ -             | \$ -             | \$ -              |
| Accounting & Auditing                | \$ 270           | \$ (270)         | \$ 270           | \$ 270            |
| Bad Debt                             | \$ 3,221         | \$ -             | \$ 79            | \$ 3,300          |
| Communication Services               | \$ -             | \$ -             | \$ -             | \$ -              |
| Postage and Shipping                 | \$ 34            | \$ 149           | \$ 150           | \$ 333            |
| Utilities-Wastewater                 | \$ 2,763         | \$ 103           | \$ 3,046         | \$ 5,912          |
| Insurance & Bonds                    | \$ 2,420         | \$ -             | \$ 2,421         | \$ 4,841          |
| Repair & Maintenance-Wastewater      | \$ 135           | \$ 66            | \$ 1,563         | \$ 1,764          |
| Repair & Maint. Lift Station         | \$ -             | \$ -             | \$ -             | \$ -              |
| Repair & Maint. Damage Claim Repairs | \$ -             | \$ -             | \$ -             | \$ -              |
| Advertising/Promotional              | \$ -             | \$ -             | \$ -             | \$ -              |
| Misc. Expenditures                   | \$ -             | \$ -             | \$ -             | \$ -              |
| Landfill Tipping Fee                 | \$ 1,417         | \$ 554           | \$ 2,767         | \$ 4,738          |
| Pipes, Valves & Fitting              | \$ -             | \$ -             | \$ -             | \$ -              |
| Laboratory Service                   | \$ 1,043         | \$ -             | \$ 238           | \$ 1,281          |
| Bank Charges                         | \$ -             | \$ 50            | \$ -             | \$ 50             |
| IT Expense                           | \$ -             | \$ 6,934         | \$ -             | \$ 6,934          |
| Billing & Admin Fees                 | \$ -             | \$ -             | \$ -             | \$ -              |
| Fire Assessment Fees                 | \$ -             | \$ 1,742         | \$ -             | \$ 1,742          |
| *W&S Fund Labor Fees                 | \$ -             | \$ 20,000        | \$ -             | \$ 20,000         |
| Office Supplies                      | \$ -             | \$ -             | \$ -             | \$ -              |
| Operating Supplies-Wastewater        | \$ -             | \$ -             | \$ -             | \$ -              |
| Lift Station Improvements            | \$ -             | \$ -             | \$ -             | \$ -              |
| Machinery & Equipment / Misc.        | \$ -             | \$ -             | \$ -             | \$ -              |
| *Debt Costs                          | \$ 17,910        | \$ 17,910        | \$ 17,910        | \$ 53,730         |
| Interest Expense                     | \$ -             | \$ -             | \$ -             | \$ -              |
| <b>Total Expenses</b>                | <b>\$ 29,213</b> | <b>\$ 47,238</b> | <b>\$ 28,444</b> | <b>\$ 104,895</b> |

### Profit/(Loss)

|                  |                  |                |                 |
|------------------|------------------|----------------|-----------------|
| <b>(\$2,713)</b> | <b>(\$4,178)</b> | <b>\$9,420</b> | <b>\$ 2,529</b> |
|------------------|------------------|----------------|-----------------|

\*Note: \$176,811 is not included in the numbers above. The W&S transfer is restricted per loan requirements.

\*Note: Sewer Revenue above is actual for that month.

\*Debt Costs are \$17,910 (1/12 of Annual Debt Payment of \$214,919.)