



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Agenda

March 21, 2024
5:45 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
 - Item # 2024-2280
 - Approval of Minutes from February 15, 2024 Meeting
- 3. Financial Report**
 - Item # 2024-2295
 - Sundial Financial Report
- 4. Ordinances & Resolutions**
- 5. Communications From Council Members & Mayor**
- 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 # 2024-2280

Approval of Minutes from February 15, 2024 Meeting

MEETING DATE

March 21, 2024

PREPARED BY

Molly Turnes, City Clerk

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. Sundial Utilities February 15, 2024 Meeting Minutes



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Minutes

February 15, 2024
5:45 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

The meeting was called to order at 05:37 PM.

Members Present:

Council Member Ward IV, Seat II Casey Powell
Council Member, Ward III, Seat I Gavin Hawthorne
Council Member, Ward 4, Seat I Shari Sebastiao
Council Member Ward I, Seat II Matt Jarrett
Council Member, Ward II, Seat I Marilyn Farrow
Council Member Ward III, Seat II Jeff Snow
Council Member, Ward I, Seat I Mike Cusack
Mayor Heather Lindsay

Members Absent:

Council Member Ward II, Seat II Roxanne Meiss

Members of the Public in Attendance

Donna Long, Renee Neugent, Sherry Chapman, Vernon Compton, Tom Powers,
Robert Leek, Joy Powers, Lawrence McKee, Art Brown, Susan Brown, Laura
Odgers, Steve Dobbs, David Farrow, Jimmy Messick, Theresa Messick,
Cassandra Sharp

Staff in Attendance

City Manager, Scott Collins
City Clerk, Molly Turnes
IT Systems Analyst, Ashley Johnston
Chief of Police, Tony Tindell

2. Approval of Minutes

Item # 2024-2219

Approval of Minutes from January 2, 2024 meeting

ACTION:	Motion to Approve by Gavin Hawthorne; second by Jeff Snow; Motion passed - 7:0
YEAS:	Matt Jarrett, Jeff Snow, Casey Powell, Mike Cusack, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao
NAYS:	None

ABSTAIN: None

3. Financial Report

Item # 2024-2222
Sundial Financial Report

ACTION: Motion to Approve by Jeff Snow; second
by Matt Jarrett;

Motion passed - 7:0

YEAS: Matt Jarrett, Jeff Snow, Casey Powell,
Mike Cusack, Marilyn Farrow, Gavin
Hawthorne, Shari Sebastiao

NAYS: None

ABSTAIN: None

4. Ordinances & Resolutions

None

5. Other Business

None

6. Persons to Appear

No Persons to Appear

7. Adjournment

The meeting adjourned at 05:41 PM.

Mayor

Date

City Clerk

Date



Agenda Item # 2024-2295

Sundial Financial Report

MEETING DATE

March 21, 2024

PREPARED BY

Heidi Sroka, Budget Coordinator

BACKGROUND

SUMMARY

RECOMMENDATION

For your review

ATTACHMENTS

1. Sundial 04 JAN FY2024

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	894	899	901	
Income	November <u>2023</u>	December <u>2023</u>	January <u>2024</u>	FYTD
*Sewer Revenue	\$ 43,553	\$ 44,803	\$ 45,022	\$ 165,856
Service Connect	\$ 4,430	\$ 8,861	\$ 180	\$ 297,014
Other Revenues	\$ 8,176	\$ 8,675	\$ 8,497	\$ 32,813
Other Sources (Transfers)	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 56,159	\$ 62,339	\$ 53,699	\$ 495,683
Expenses				
Professional Svcs.				\$ -
Legal Counsel				\$ -
Accounting & Auditing		\$ 283		\$ 283
Bad Debt	\$ 20	\$ 188		\$ 210
Communication Services				\$ -
Postage and Shipping	\$ 91	\$ 180	\$ 181	\$ 587
Utilities-Wastewater	\$ (461)	\$ 2,966	\$ 103	\$ 8,923
Insurance & Bonds		\$ 3,956		\$ 7,872
Repair & Maintenance-Wastewater	\$ 3,401	\$ 1,271	\$ 709	\$ 11,029
Repair & Maint. Lift Station	\$ 6,295			\$ 12,591
Repair & Maint. Damage Claim Repairs				\$ -
Advertising/Promotional				\$ -
Misc. Expenditures				\$ -
Landfill Tipping Fee	\$ 308	\$ 1,227	\$ 4,763	\$ 9,602
Pipes, Valves & Fitting				\$ (15)
Laboratory Service		\$ 372	\$ 248	\$ 1,987
Bank Charges				\$ -
IT Expense		\$ 11,003		\$ 11,003
Billing & Admin Fees				\$ -
Fire Assessment Fees	\$ 3,117			\$ 3,117
*W&S Fund Labor Fees	\$ 30,000			\$ 30,000
Office Supplies				\$ -
Operating Supplies-Wastewater	\$ 7,237	\$ 2,824	\$ 2,625	\$ 14,449
Lift Station Improvements				\$ -
WWTP Upgrade & Improve		\$ 2,580		\$ 2,580
Sewer Infrastructure		\$ 1,750		\$ 1,750
Machinery & Equipment / Misc.			\$ 55,216	\$ 61,038
*Debt Costs	\$ 17,500	\$ 17,500	\$ 17,500	\$ 70,000
Interest Expense		\$ 1		\$ 322
Total Expenses	\$ 67,508	\$ 46,101	\$ 81,345	\$ 247,328
Profit/(Loss)	(\$11,349)	\$16,238	(\$27,646)	\$ 248,355

*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

***\$30,000 Misc Fee is Labor cost for fee to run Sundial billed by the City of Milton