



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Agenda

May 16, 2024
5:45 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
 - Item # 2024-2438
 - Approval of Minutes from April 18, 2024 meeting
- 3. Financial Report**
 - Item # 2024-2440
 - 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 # 2024-2438

Approval of Minutes from April 18, 2024 meeting

MEETING DATE

May 16, 2024

PREPARED BY

BACKGROUND

SUMMARY

RECOMMENDATION

ATTACHMENTS

1. April 18, 2024 Meeting Minutes



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Minutes

April 18, 2024
5:45 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

The meeting was called to order at 05:38 PM.

Members Present:

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 Marilyn Farrow
Council Member, Ward 4, Seat I Shari Sebastiao

Members Absent:

Council Member Ward I, Seat II Matt Jarrett
Council Member, Ward III, Seat I Gavin Hawthorne
Council Member Ward II, Seat II Roxanne Meiss
Mayor Heather Lindsay

Members of the Public in Attendance

Gail Acosta, Gwen Sachar, David Farrow, Daniel Evans, Donna Long, Pam Mitchell, Jerry Mitchell, Cassandra Sharp, Vera Cooper, Theresa Messick

Staff in Attendance

City Manager, Randy Jorgenson
City Attorney, Eric Meade
Planning Admin, Melissa Short
IT Systems Analyst, Ashley Johnston
IT Systems Analyst, Brittney Ballard
Chief of Police, Tony Tindell

2. Approval of Minutes

Item # 2024-2353

Approval of Minutes from March 21, 2024 meeting

ACTION:	Motion to Approve by Marilyn Farrow; second by Shari Sebastiao; Motion passed - 5:0
YEAS:	Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

3. Financial Report

Item # 2024-64
Sundial Financial Report

ACTION:	Motion to Approve by Shari Sebastiao; second by Jeff Snow; Motion passed - 5:0
YEAS:	Jeff Snow, Casey Powell, Mike Cusack, Marilynn Farrow, Shari Sebastiao
NAYS:	None
ABSTAIN:	None

4. Ordinances & Resolutions

None

5. Communications From Council Members & Mayor

None

6. Persons to Appear

None

7. Adjournment

The meeting adjourned at 05:48 PM.

Mayor

Date

City Clerk

Date



Sundial Financial Report

MEETING DATE

May 16, 2024

PREPARED BY

Administration Department
Laura McDill, 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	903	904		
Income	February 2024	March 2024	April 2024	FYTD
*Sewer Revenue	\$ 45,059	\$ 44,946	\$ 48,415	\$ 304,276
Service Connect	\$ 4,250	\$ 13,381	\$ 101,898	\$ 416,543
Other Revenues	\$ 7,052	\$ 7,561	\$ 8,269	\$ 55,695
Other Sources (Transfers)	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 56,361	\$ 65,888	\$ 158,582	\$ 776,514
Expenses				
Professional Svcs.				\$ -
Legal Counsel				\$ -
Accounting & Auditing	\$ 283	\$ 284	\$ 284	\$ 1,134
Bad Debt				\$ 210
Communication Services				\$ -
Postage and Shipping	\$ 181		\$ 368	\$ 1,136
Utilities-Wastewater	\$ 3,112	\$ 3,006	\$ 6,663	\$ 21,704
Insurance & Bonds		\$ 3,956		\$ 11,828
Repair & Maintenance-Wastewater	\$ 7,067	\$ 3,284	\$ 21,080	\$ 42,460
Repair & Maint. Lift Station				\$ 12,591
Repair & Maint. Damage Claim Repairs				\$ -
Advertising/Promotional				\$ -
Misc. Expenditures				\$ -
Landfill Tipping Fee	\$ 1,148		\$ 4,434	\$ 15,184
Pipes, Valves & Fitting				\$ (15)
Laboratory Service	\$ 1,190	\$ 387	\$ 297	\$ 3,861
Bank Charges				\$ -
IT Expense				\$ 11,003
Billing & Admin Fees			\$ 58,128	\$ 58,128
Fire Assessment Fees				\$ 3,117
*W&S Fund Labor Fees				\$ 30,000
Office Supplies	\$ 288			\$ 288
Operating Supplies-Wastewater		\$ 2,341	\$ 917	\$ 17,707
Lift Station Improvements				\$ -
WWTP Upgrade & Improve				\$ 2,580
Sewer Infrastructure				\$ 1,750
Machinery & Equipment / Misc.				\$ 61,038
*Debt Costs	\$ 17,500	\$ 17,500	\$ 17,500	\$ 122,500
Interest Expense	\$ 2		\$ 1	\$ 326
Total Expenses	\$ 30,771	\$ 30,758	\$ 109,673	\$ 418,531
Profit/(Loss)	\$25,590	\$35,130	\$48,909	\$ 357,983

*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