



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

June 20, 2024  
5:45 PM  
6738 Dixon Street  
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
  - Item # 2024-2494
  - Approval of Minutes from May 16, 2024 meeting
- 3. Financial Report**
  - Item # 2024-2547
  - Sundial Utilities Profit & Loss Statement
- 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*



## Approval of Minutes from May 16, 2024 meeting

| MEETING DATE  | PREPARED BY    |
|---------------|----------------|
| June 20, 2024 | Clerk's Office |



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

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

**1. Call Meeting to Order**

The meeting was called to order at 05:41 PM.

**Members Present:**

Council Member, Ward III, Seat I Gavin Hawthorne  
Council Member Ward III, Seat II Jeff Snow  
Council Member Ward IV, Seat II Casey Powell  
Council Member, Ward II, Seat I Marilyn Farrow  
Council Member, Ward 4, Seat I Shari Sebastiao  
Council Member Ward II, Seat II Roxanne Meiss  
Council Member, Ward I, Seat I Mike Cusack

**Members Absent:**

Mayor Heather Lindsay  
Council Member Ward I, Seat II Matt Jarrett

**Members of the Public in Attendance**

Lawrence McKee, Cynthia Smith, Sherry Chapman, Donna Long, Vernon Compton, Lauren Odgers, Francis Anderson, Tom Powers, Jenny Weber, Robert Leek, Bill Walter, Anna Causey, David Farrow, D. Evans, David Samples, Billie Crutchfield, Cassandra Sharp, Pam Mirchell, Jimmy Messick, Buddy Fisher, Pamela Murfey

**Staff in Attendance**

City Manager, Randy Jorgenson  
City Attorney, Alex Andrade  
City Clerk, Molly Turnes  
IT Systems Analyst, Ashley Johnston  
IT Systems Analyst, Britney Ballard  
Planning Director, Tim Milstead  
Events Coordinator, Jay Conrad  
Chief of Police, Tony Tindell

**2. Approval of Minutes**

Item # 2024-2438

Approval of Minutes from April 18, 2024 meeting

**ACTION:**

Motion to Approve by Gavin Hawthorne;  
second by Jeff Snow;  
Motion passed - 7:0

**YEAS:** Roxanne Meiss, Jeff Snow, Casey Powell, Mike Cusack, Marilyn Farrow, Gavin Hawthorne, Shari Sebastiao  
**NAYS:** None  
**ABSTAIN:** None

**3. Financial Report**

Item # 2024-2440  
Sundial Financial Report

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

Councilman Cusack asked if the Insurance and Bonds are a quarterly expense for Sundial. City Manager Randy Jorgenson responded that yes, it was.

**4. Ordinances & Resolutions**

No Ordinances

**5. Communications From Council Members & Mayor**

No Communications From Council Members or Mayor.

**6. Persons to Appear**

No Persons to Appear

**7. Adjournment**

The meeting adjourned at 05:47 PM.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Date



## Sundial Utilities Profit & Loss Statement

**MEETING DATE**

June 20, 2024

**PREPARED BY**

Administration Department

# 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              | 967               |                   |
|--------------------------------------|------------------|------------------|-------------------|-------------------|
| Income                               | February<br>2024 | March<br>2024    | April<br>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)            | \$ -             | \$ -             | \$ -              | \$ -              |
| <b>Total Income</b>                  | <b>\$ 56,361</b> | <b>\$ 65,888</b> | <b>\$ 158,582</b> | <b>\$ 776,514</b> |
| <b>Expenses</b>                      |                  |                  |                   |                   |
| 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            |
| <b>Total Expenses</b>                | <b>\$ 30,771</b> | <b>\$ 30,758</b> | <b>\$ 109,673</b> | <b>\$ 418,531</b> |
| <b>Profit/(Loss)</b>                 | <b>\$25,590</b>  | <b>\$35,130</b>  | <b>\$48,909</b>   | <b>\$ 357,983</b> |

\*Debt Costs are \$17,500 (1/12 of Annual Debt Payment of \$210,000)