



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Agenda

August 21, 2025
5:45 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
Item # 2025-3461
Approval of Minutes from the July 17, 2025 Meeting
- 3. Financial Report**
Item # 2025-3495
Sundial P&L Report for June 2025
- 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 the July 17, 2025 Meeting

MEETING DATE	PREPARED BY
August 21, 2025	Clerk's Office



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Minutes

July 17, 2025
5:45 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

The meeting was called to order at 05:40 PM.

Members Present:

Council Member Ward IV, Seat II Casey Powell
Council Member, Ward I, Seat I Mike Cusack
Council Member, Ward II, Seat I Marilyn Farrow - *Mayor Pro-Tem*
Council Member, Ward III, Seat I Gavin Hawthorne
Council Member, Ward IV, Seat I Ashley Fretwell
Council Member Ward II, Seat II Larry McKee
Council Member Ward I, Seat II Tom Powers

Members Absent:

Mayor Heather Lindsay
Council Member Ward III, Seat II Robert Leek

Members of the Public in Attendance

Donna Long, Shari Sebastiao, David Samples, Richard Delp, Jimmy Messick, Theresa Messick, Paul Delmas, David Farrow, George Ordsman, Pam Mitchell

Staff in Attendance

City Manager, Ed Spears
City Clerk, Molly Turnes
IT Systems Analyst, Ashley Johnston
Planning Director, Tim Milstead
Public Works Director, Joe Cook
Events Coordinator, Jay Conrad
Ec. Dev. Director, Stephen Prestesater
ACM, Sandra Woodbery
Chief of Police, Jennifer Frank

2. Approval of Minutes

Item # 2025-3342
Approval of Minutes from the June 26, 2025 meeting

ACTION: Motion to Approve by Casey Powell;
second by Ashley Fretwell;
Motion passed - 7:0

YEAS: Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Ashley Fretwell, Larry McKee, Tom Powers
NAYS: None
ABSTAIN: None

3. Financial Report

Item # 2025-3446
Sundial P&L Report through May 2025

ACTION: Motion to Approve by Casey Powell;
second by Marilynn Farrow;
Motion passed - 7:0

YEAS: Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Ashley Fretwell, Larry McKee, Tom Powers

NAYS: None

ABSTAIN: None

City Manager, Ed Spears, highlighted that the report reflects the tractor purchase council approved at the last meeting.

4. Ordinances & Resolutions

Item # 2025-3448
Resolution No. 2025-14 CWSRF Loan Resolution

ACTION: Motion to Approve by Casey Powell;
second by Ashley Fretwell;
Motion passed - 7:0

YEAS: Casey Powell, Mike Cusack, Marilynn Farrow, Gavin Hawthorne, Ashley Fretwell, Larry McKee, Tom Powers

NAYS: None

ABSTAIN: None

Assistant City Manager, Sandra Woodbery, explained to council that this was the same resolution brought before council at the last meeting. SRF requested a minor change, to include connection fees, as reflected in the resolution. (Section 3) Ms. Woodbery further stated that the City would not be applying for the loan until October with the expectation of rates dropping at that time.

City Manager, Ed Spears, informed the council that the City is, however, moving forward with bidding and awarding the contract

and is expecting to have the bid to council within that same
October timeframe.

5. Communications From Council Members & Mayor

No Communications

6. Persons to Appear

No Persons to Appear

7. Adjournment

The meeting adjourned at 05:50 PM.

Mayor

Date

City Clerk

Date



Agenda Item # 2025-3495

Sundial P&L Report for June 2025

MEETING DATE

August 21, 2025

PREPARED BY

Laura McDill, Budget
Coordinator

BACKGROUND

SUMMARY

Sundial P&L Report for June 2025

RECOMMENDATION

ATTACHMENTS

1. Sundial P&L 06_2025

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	1032		1041		1047		
Income	April		May		June		FYTD
	<u>2025</u>		<u>2025</u>		<u>2025</u>		
*Sewer Revenue	\$	52,829	\$	53,454	\$	53,479	\$ 453,816
Service Connect	\$	-	\$	2,260	\$	4,520	\$ 91,182
Other Revenues	\$	9,081	\$	9,632	\$	12,208	\$ 84,218
Other Sources (Transfers)	\$	-	\$	-	\$	-	\$ -
Total Income	\$	61,910	\$	65,346	\$	70,208	\$ 629,216
 Expenses							
Legal Counsel	\$	-	\$	-	\$	-	\$ -
Accounting & Auditing	\$	-	\$	-	\$	-	\$ 1,305
Bad Debt	\$	62	\$	112	\$	364	\$ 2,177
Postage and Shipping	\$	200	\$	612	\$	201	\$ 1,937
Utilities-Wastewater	\$	5,512	\$	2,949	\$	105	\$ 21,999
Insurance & Bonds	\$	-	\$	-	\$	4,219	\$ 16,820
Repair & Maintenance-Wastewater	\$	3,520	\$	5,231	\$	2,723	\$ 19,720
Repair & Maint. Lift Station	\$	1,376	\$	2,088	\$	4,176	\$ 10,441
Repair & Maint. Damage Claim Repairs	\$	-	\$	-	\$	-	\$ -
Misc. Expenditures	\$	-	\$	-	\$	-	\$ -
Landfill Tipping Fee	\$	3,962	\$	6,784	\$	4,645	\$ 42,624
Pipes, Valves & Fitting	\$	-	\$	-	\$	-	\$ -
Laboratory Service	\$	297	\$	1,338	\$	297	\$ 5,352
Permit Fees							\$ 515
IT Expense	\$	-	\$	-	\$	-	\$ 11,322
Billing & Admin Fees	\$	-	\$	-	\$	-	\$ 58,128
Fire Assessment Fees	\$	-	\$	-	\$	-	\$ 3,224
W&S Fund Labor Fees	\$	-	\$	-	\$	-	\$ 30,000
Office Supplies	\$	-	\$	-	\$	-	\$ -
Operating Supplies-Wastewater	\$	4,685	\$	7,577	\$	9,968	\$ 30,994
Lift Station Improvements	\$	-	\$	-	\$	-	\$ -
WWTP Upgrade & Improve	\$	-	\$	64,626	\$	-	\$ 64,626
Sewer Infrastructure	\$	-	\$	-	\$	-	\$ -
Machinery & Equipment / Misc.	\$	-	\$	-	\$	-	\$ -
*Debt Costs	\$	12,500	\$	12,500	\$	12,500	\$ 112,500
Interest Expense	\$	5,420	\$	5,420	\$	5,420	\$ 48,890
Total Expenses	\$	37,535	\$	109,237	\$	44,618	\$ 482,574
 Profit/(Loss)		\$24,376		(\$43,891)		\$25,590	\$ 146,642

*Debt Costs are \$12,500 for Principle + \$5,420 Interest (1/12 of Annual Debt Payment of ~\$215,000)