



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Agenda

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

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
Item # 2022-513
Approval of Minutes from June 6, 2022 meeting
- 3. Financial Report**
Item # 2022-515
Financial report
- 4. Ordinances, Resolutions & Proclamations**
Item # 2022-514
Sundial FY22 Budget Resolution
- 5. Other Business**
- 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 June 6, 2022 meeting

MEETING DATE	PREPARED BY
July 5, 2022	Clerk's Office Dawn Molinero, City Clerk



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Minutes

June 6, 2022
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

The meeting was called to order at 05:29 PM.

Members Present:

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

Members of the Public in Attendance

Brian McGuire, George Jordan, Cassandra Sharp, Carol Johnstone, Pam Mitchell

Staff in Attendance

City Manager, Randy Jorgenson
City Attorney, Alex Andrade
City Clerk, Dawn Molinero
IT Director, Stephen Ringl
IT Systems Analyst, Hunter Green
Director of Public Relations, Stephen Prestesater
Planning Director, Tim Milstead
Director of Economic Development, Ed Spears
Chief of Police, Tony Tindell

2. Approval of Minutes

Item # 2022-324

Approval of Minutes from May 2, 2022 Meeting

ACTION:

Motion to Approve by Jeff Snow; second by
Vernon Compton;
Motion passed - 8:0

YEAS: Vernon Compton, Matt Jarrett, Shannon Rice,
Roxanne Meiss, Robert Leek, Jeff Snow, Shari
Sebastiao, Casey Powell
NAYS: None
ABSTAIN: None

3. Financial Report

Item # 2022-461
Sundial Financial Report for May 2022

ACTION: Motion to by Jeff Snow; second by Casey
Powell;
Motion passed - 8:0
YEAS: Vernon Compton, Matt Jarrett, Shannon Rice,
Roxanne Meiss, Robert Leek, Jeff Snow, Shari
Sebastiao, Casey Powell
NAYS: None
ABSTAIN: None

4. Other Business

5. Persons to Appear

6. Adjournment

The meeting adjourned at 05:33 pm.



Financial report

MEETING DATE	PREPARED BY
July 5, 2022	Finance Department 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	860	858	866	
Income	April	May	June	FYTD
	<u>2022</u>	<u>2022</u>	<u>2022</u>	
*Sewer Revenue	\$ 38,313	\$ 38,316	\$ 38,141	\$ 328,621
Service Connect	\$ 31,013	\$ 8,861	\$ 17,721	\$ 1,510,703
Other Revenues	\$ -	\$ -	\$ -	\$ -
Other Sources (Transfers)	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 69,326	\$ 47,177	\$ 55,862	\$ 1,839,324
Expenses				
Professional Svcs.	\$ -	\$ -	\$ -	\$ -
Legal Counsel	\$ -	\$ -	\$ -	\$ -
Accounting & Auditing	\$ -	\$ -	\$ -	\$ 810
Bad Debt	\$ -	\$ 1,158	\$ -	\$ 4,879
Communication Services	\$ -	\$ -	\$ -	\$ -
Postage and Shipping	\$ 152	\$ 152	\$ 152	\$ 1,243
Utilities-Wastewater	\$ 93	\$ 5,686	\$ 170	\$ 25,090
Insurance & Bonds	\$ -	\$ -	\$ -	\$ 7,262
Repair & Maintenance-Wastewater	\$ 661	\$ 5,217	\$ 281	\$ 10,435
Repair & Maint. Lift Station	\$ -	\$ -	\$ -	\$ -
Repair & Maint. Damage Claim Repairs	\$ -	\$ -	\$ -	\$ -
Advertising/Promotional	\$ -	\$ -	\$ -	\$ -
Misc. Expenditures	\$ -	\$ -	\$ -	\$ -
Landfill Tipping Fee	\$ 3,698	\$ 5,049	\$ 3,845	\$ 21,816
Pipes, Valves & Fitting	\$ -	\$ -	\$ -	\$ -
Laboratory Service	\$ 238	\$ 626	\$ -	\$ 3,783
Bank Charges	\$ -	\$ -	\$ -	\$ -
IT Expense	\$ -	\$ -	\$ -	\$ 6,934
Billing & Admin Fees	\$ -	\$ 22,299	\$ -	\$ 44,598
Fire Assessment Fees	\$ -	\$ -	\$ -	\$ 1,742
*W&S Fund Labor Fees	\$ -	\$ -	\$ -	\$ 20,000
Office Supplies	\$ -	\$ -	\$ -	\$ -
Operating Supplies-Wastewater	\$ 609	\$ 1,334	\$ 7,971	\$ 11,995
Lift Station Improvements	\$ -	\$ -	\$ -	\$ -
Machinery & Equipment / Misc.	\$ -	\$ -	\$ -	\$ -
*Debt Costs	\$ 17,500	\$ 17,500	\$ 17,500	\$ 157,500
Interest Expense	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ 22,951	\$ 59,021	\$ 29,919	\$ 318,087
Profit/(Loss)	\$46,375	(\$11,844)	\$25,943	\$ 1,521,237

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



Agenda Item # 2022-514

Sundial FY22 Budget Resolution

MEETING DATE

July 5, 2022

PREPARED BY

Heidi Sroka, Budget
Coordinator

BACKGROUND

A Resolution of the City Council of the City of Milton, Florida, amending the Fiscal Year 2022 Budget, changing the estimated total revenues and expenditures of various funds and providing for an effective date.

SUMMARY

A Resolution of the City Council of the City of Milton, Florida, amending the Fiscal Year 2022 budget, changing the estimated total revenues and expenditures of various funds and providing for an effective date.

RECOMMENDATION

Recommend approval

ATTACHMENTS

1. BA 1544-22

RESOLUTION NO. # 1544-22

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILTON,
FLORIDA, AMENDING THE FISCAL YEAR 2022 BUDGET, CHANGING
THE ESTIMATED TOTAL REVENUES AND EXPENDITURES
OF VARIOUS FUNDS
AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, changes in anticipated revenues and expenditures of the City of Milton, necessitates a revision of the Appropriations for Fiscal Year 2022.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Milton, Florida, in open meeting duly assembled

Section 1. The following funds are revised as specified herein:

FUND: Sundial/Water		DEPARTMENT: Capital Outlay		
EXPENSE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
409-0539-539-63-26	Sundial/Capital Outlay/WWTP Upgrade & Improv	\$ -	\$ 178,500.00	\$ 178,500.00
				\$ -
LINE ITEM TOTAL-----			\$ 178,500.00	
REVENUE BUDGET ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET AMOUNT	INC/DECREASE AMOUNT	REVISED BUDGET AMOUNT
409-0000-389-90-01	Sundial/Other Operating/Funds Brought Forward		\$ 178,500.00	\$ 178,500.00
LINE ITEM TOTAL-----			\$ 178,500.00	
COMMENTS/EXPLANATION: Funds brought forward to pay for Engineering Services from Baskerville - Donovan for the Sundial WWTP through the remainder of the fiscal year.				

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 3. City staff is hereby authorized to implement changes in funds, accounts, transfers and balances as outlined within this resolution.

Section 4. This resolution shall take effect immediately upon the adoption by the City Council.

Passed and adopted this _____ day of _____, 20____, by the Milton City Council of the City of Milton, Florida.

By: _____
Heather Lindsay, Mayor

ATTEST:

Dawn Molinero, City Clerk