



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Agenda

March 6, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

- 1. Call Meeting to Order**
- 2. Approval of Minutes**
 - Item # 2023-1210
 - Approval of Minutes from February 6, 2023 meeting
- 3. Financial Report**
 - Item # 2023-1291
 - Sundial Financial Report
- 4. Other Business**
 - Item # 2023-1213
 - Sundial Loan - Truist Bank Term Sheet
 - Item # 2023-1321
 - Expansion of Sewer Pipeline
- 5. Persons to Appear**
- 6. 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 February 6, 2023 meeting

MEETING DATE	PREPARED BY
March 6, 2023	Clerk's Office Dawn Molinero, City Clerk



SUNDIAL UTILITIES OF MILTON, INC.
Regular Meeting Minutes

February 6, 2023
5:30 PM
6738 Dixon Street
Milton, FL 32570

1. Call Meeting to Order

The meeting was called to order at 5:31 PM.

Members Present:

Mayor Heather Lindsay
Council Member Ward I, Seat II Matt Jarrett
Council Member Ward II, Seat II Roxanne Meiss
Council Member Ward III, Seat II Jeff Snow
Council Member Ward IV, Seat II Casey Powell
Council Member, Ward I, Seat I Mike Cusack
Council Member, Ward II, Seat I Marilynn Farrow
Council Member, Ward III, Seat I Gavin Hawthorne
Council Member, Ward IV, Seat I Jason Vance

Members of the Public in Attendance

Alice Edgerly, Shari Sebastiao, Ruth Jones, Donna Long, Steve Dobbs, D. K. Harscher, Brian McGuire, George Jordan, Tom Powers, Jerry Mitchell, Theresa Messick

Staff in Attendance

City Attorney, Alex Andrade
City Clerk, Dawn Molinero
IT Director, William Meloy
IT Systems Analyst, Hunter Green
Public Information Officer, Bethany Anderson
Planning Director, Tim Milstead
Director of Economic Development, Ed Spears
Public Works Director, Joe Cook
Budget Manager, Heidi Sroka
Purchasing Director, Diane Ebentheuer
Events Coordinator, Jay Conrad
Chief of Police, Tony Tindell (Admin)

2. Approval of Minutes

Item # 2023-1150

Approval of Minutes from January 3, 2023 meeting

ACTION:

Motion to Approve by Jeff Snow; second by
Marilynn Farrow;
Motion passed - 8:0

YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilyn
Farrow, Gavin Hawthorne, Jason Vance
NAYS: None
ABSTAIN: None

3. Financial Report

Item # 2023-1172
Sundial Financial Report January 2023

ACTION: Motion to Approve by Casey Powell;
second by Jeff Snow;
Motion passed - 8:0
YEAS: Matt Jarrett, Roxanne Meiss, Jeff Snow,
Casey Powell, Mike Cusack, Marilyn
Farrow, Gavin Hawthorne, Jason Vance
NAYS: None
ABSTAIN: None

4. Other Business

No other business.

5. Persons to Appear

No persons to appear.

6. Adjournment

The meeting adjourned at 5:33 PM.



Sundial Financial Report

MEETING DATE

March 6, 2023

PREPARED BY

Administration 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

867	872	872
-----	-----	-----

Income	December 2022	January 2023	February 2023	FYTD
*Sewer Revenue	\$ 42,114	\$ 42,163	\$ 42,045	\$ 199,531
Service Connect	\$ 4,430	\$ 70,796	\$ 75,316	\$ 150,137
Other Revenues	\$ 3,432	\$ 4,501	\$ -	\$ 11,341
Other Sources (Transfers)	\$ -	\$ -	\$ -	\$ -
Total Income	\$ 49,976	\$ 117,460	\$ 117,361	\$ 361,009

Expenses

Professional Svcs.	\$ -	\$ -	\$ -	\$ -
Legal Counsel	\$ -	\$ -	\$ -	\$ -
Accounting & Auditing	\$ 284	\$ 284	\$ 284	\$ 1,136
Bad Debt	\$ 546	\$ 213	\$ -	\$ 2,029
Communication Services	\$ -	\$ -	\$ -	\$ -
Postage and Shipping	\$ 124	\$ 243	\$ 165	\$ 696
Utilities-Wastewater	\$ 2,936	\$ 3,326	\$ 125	\$ 11,898
Insurance & Bonds	\$ 2,660	\$ -	\$ -	\$ 5,315
Repair & Maintenance-Wastewater	\$ -	\$ 8,407	\$ 1,225	\$ 8,185
Repair & Maint. Lift Station	\$ -	\$ -	\$ -	\$ -
Repair & Maint. Damage Claim Repairs	\$ -	\$ -	\$ -	\$ -
Advertising/Promotional	\$ -	\$ -	\$ -	\$ -
Misc. Expenditures	\$ -	\$ -	\$ -	\$ -
Landfill Tipping Fee	\$ -	\$ 3,902	\$ 2,575	\$ 12,138
Pipes, Valves & Fitting	\$ -	\$ -	\$ -	\$ -
Laboratory Service	\$ 248	\$ -	\$ 1,154	\$ 2,812
Bank Charges	\$ -	\$ -	\$ -	\$ -
IT Expense	\$ -	\$ -	\$ -	\$ 6,934
Billing & Admin Fees	\$ -	\$ -	\$ -	\$ -
Fire Assessment Fees	\$ -	\$ -	\$ -	\$ 2,102
*W&S Fund Labor Fees	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ 35
Operating Supplies-Wastewater	\$ 5,481	\$ 30	\$ 1,287	\$ 7,848
Lift Station Improvements	\$ 67,750	\$ -	\$ -	\$ 100,850
WWTP Upgrade & Improve	\$ 8,836	\$ 20,145	\$ -	\$ 28,981
Machinery & Equipment / Misc.	\$ -	\$ -	\$ -	\$ 20,000
*Debt Costs	\$ 17,500	\$ 17,500	\$ 17,500	\$ 87,500
Interest Expense	\$ 1	\$ 1	\$ 4	\$ 10
Total Expenses	\$ 106,366	\$ 54,051	\$ 24,319	\$ 298,469

Profit/(Loss)	(\$56,390)	\$63,409	\$93,042	\$ 62,540
----------------------	-------------------	-----------------	-----------------	------------------

*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

***\$20,000 Misc Fee is Labor cost for fee to run Sundial billed by the City of Milton



Agenda Item # 2023-1213

Sundial Loan - Truist Bank Term Sheet

MEETING DATE

March 6, 2023

PREPARED BY

Curtis Krebs, Chief Financial
Officer

BACKGROUND

Original Terms:

Original Loan Amount - \$3,000,000

Original Loan Term - 20 year loan, renewed every 5 years with current interest rate at time of renewal.

Original Loan Date - June 15, 2013

Original Loan Interest Rate - 1.65%

Original Loan Repayment Schedule - June 15, 2014 yearly for 5 years.

1st renewal:

Loan Amount - \$2,337,834.59

Loan Date - June 15, 2018

Loan Interest Rate - 3.25%

Repayment Schedule - June 15, 2019 yearly for 5 years.

Proposed Term Sheet: see attached and below; note, the Term Sheet has a rate lock expiration date of March 15, 2023.

Current Loan Amount - \$1,768,430

Current Loan Term Left to Pay – 10 Years to Pay-off

Proposed Loan Term – 10 Years

Proposed Loan Rate – 4.50% **FIXED RATE**

Proposed Repayment Schedule - calculated on a basis of Actual-365

SUMMARY

The original staff recommendation to the Council was to secure the Sundial Utilities loan with a fixed rate of 2.65% for 15 years. The Council at that time chose the 5-year interval loan interest/term negotiation instead.

RECOMMENDATION

Staff recommends approval of the proposed term sheet from Truist Bank for the remainder of the Sundial Loan.

ATTACHMENTS

1. TRUIST CCB Governmental Tax-Exempt Term Sheet_Milton \$1.8MM W.S Rev.v1 rcc



City of Milton, FL

Term Sheet

February 10, 2023

Truist Bank (“Bank”), on behalf of itself and its designated affiliate (the “Lender”), is pleased to submit the following summary of terms and conditions for discussion purposes only. The term sheet is non-binding and does not represent a commitment to lend. The term sheet is intended only as an outline of certain material terms of the requested financing and does not purport to summarize all the conditions, covenants, representations, warranties and other provisions that would be contained in any definitive documentation for the requested financing.

Borrower:	City of Milton, FL
Lender:	Truist Commercial Equity, Inc.
Facility/Purpose/Description:	Non-Bank Qualified Loan in the form of a Tax-Exempt Note (the “Loan”). The Note, originally issued to finance the acquisition of Sundial Utilities, Inc. as more particularly described in Ordinance No. 1384-13 duly enacted by the Issuer on May 28, 2013 (the “Ordinance”).
Amount:	Up to \$1,768,430
Repayment:	Level Principal and Interest on the Note shall be calculated on a basis of Actual-365, payable annually on the 15 th day of each June.
Interest Rate:	FIXED RATE equal to 4.50% with Make Whole. Accrual basis: Actual/365 Interest rates will be locked through March 31, 2023 (the “Rate Lock Period”). Borrower understands that the market interest rates are subject to change. The Borrower also understands that in the event the Facility is funded during the Rate Lock Period, the Rate will become the effective interest rate for the Facility even if market interest rates are lower than the Rate at the time the Facility is funded. The tax-exempt fixed interest rate for the Loan will be subject to increase in the event of a Determination of Taxability. The Borrower will pay to the Lender prepayment compensation in connection with any prepayment of the Loan based on the Lender’s standard break-funding terms for fixed rate loans. All prepayments will be applied as determined by the lender.
Security:	Amounts due under the term loan will be exclusively secured by a parity lien on the net

	revenues of the City's Utility System as defined in the Ordinance.
Documentation:	All documentation shall appropriately structure the financing according to Federal and State statutes, subject to acceptable review by Lender and its counsel. The bond will not be presented for payment unless required by documentation.
Covenants:	Pursuant to the Ordinance No. 1384-13, usual and customary covenants, reporting requirements, representations and warranties and events of default, including, without limitation, the following financial covenants and reporting requirements: • Annual Financial Statements within 270 days of fiscal year end. • Annual budget within 30 days of adoption. • Additional Bonds Test: Allow for the issuance of additional debt secured by the Net Revenues subject to a debt service coverage ratio of 1.25x based on the maximum annual debt service on any outstanding and proposed debt. (Pursuant to ordinance number 1384-13) • Rate Covenant: The City has covenanted to at all times establish, fix, prescribe and collect rates and charges for the services and facilities furnished by the System which will be sufficient to provide Net Revenues in each Bond Year sufficient to pay one hundred twenty percent (125%) of the Debt Service Requirement on all outstanding Bonds in such Bond Year. (Pursuant to ordinance number 1384-13) • The default rate shall be equal to the lesser of 18% or the maximum allowed rate by law and acceleration shall remain a remedy of default pursuant to Ordinance 1384-13.
Conditions Precedent and Other Terms:	1. <u>Borrower's Counsel Opinion</u>: An opinion of Borrower's counsel covering matters customary to transactions such as this and in all respects acceptable to the Bank, the Lender and its counsel. 2. <u>Bond Counsel Opinion</u>: An approving opinion of bond counsel related to the Loan in form and substance satisfactory to the Lender. 3. <u>Other Items</u>: The Bank and the Lender shall have received such other documents, instruments, approvals or opinions as may be reasonably requested.
Lender's Legal Counsel	The Lender's legal counsel will be <u>Michael Wiener at Holland & Knight</u>. Estimated fees for the closing of the Loan(s) will be \$9,500 and shall be paid by the Borrower, whether or not the Loan described herein is closed. Should there be a situation the Loan were not closed, only costs incurred for time spent on the Loan (to date) would be due.
Governing Law & Jurisdiction:	State of FL

Municipal Advisor Disclosure:	The Bank is a regulated bank and makes direct purchase loans to Municipal Entities and Obligated Persons as defined under the Municipal Advisor Rule, and in this term sheet is solely providing information regarding the terms under which it would make such a purchase for its own account. The Bank is not recommending an action or providing any advice to the Borrower and is not acting as a municipal advisor or financial advisor. The Bank is not serving in a fiduciary capacity pursuant to Section 15B of the Securities Exchange Act of 1934 with respect to the information and material contained in this communication. The Bank is acting in its own interest. Before acting on the information or material contained herein, the Borrower should seek the advice of an IRMA and any other professional advisors which it deems appropriate for the Loan described herein, especially with respect to any legal, regulatory, tax or accounting treatment.
Patriot Act:	Pursuant to the requirements of the Patriot Act, the Bank and its affiliates are required to obtain, verify and record information that identifies loan obligors, which information includes the name, address, tax identification number and other information regarding obligors that will allow Lender to identify obligors in accordance with the Patriot Act, and Lender is hereby so authorized. This notice is given in accordance with the requirements of the Patriot Act and is effective for the Bank and its affiliates.
Expiration Date:	This Term Sheet shall expire on <u>March 15, 2023</u> unless a formal commitment letter has been issued or Bank's proposal has been accepted prior to such date.

[-Private-]



Agenda Item # 2023-1321

Expansion of Sewer Pipeline

MEETING DATE

March 6, 2023

PREPARED BY

Joe Cook, Public Works
Director, Christie Haarmann,
Public Works Admin

BACKGROUND

Expansion of the Sundial sewer for Judge McCall Dr & Bain Dr to get the septic tanks removed from the waterway.

SUMMARY

RECOMMENDATION

Recommend approval.

ATTACHMENTS

1. Sewer on Judge McCall

CONSOLIDATED PIPE AND SUPPLY CO., INC.
CUSTOMER QUOTE

3100 MCCORMICK STREET
PENSACOLA FL 32514

Quote Nbr: 343860 000
Quote Date: 2/19/2023

Page 1

0052 - TOMMY MCCART
PHONE 850-476-1122
FAX 850-476-1126

Job: ROBINSON POINT SEWER EXT.

Bid Date: 2/19/2023

751820 - MILTON CITY OF
P O BOX 909
MILTON FL 32572

Good Until: 3/19/2023
To: SEAN PLANT
Email: TOMMY.MCCART@CPSPPIPE.COM

Qty	Item	Size/Wall/Description	Price	Extended Price
2420.0	238811	4 DR25 C-900 PC165 SWR CIS GREEN 20 GSKT	4.79 FT	11,591.80
2.0	259882	4 CDI 06 MJ TEE PERMOX LINED L/ACC	256.00 EA	512.00
3.0		4 AVK MJ X MJ R.S. GATE VALVE L/ACC	946.00 EA	2,838.00
2.0		4X13 CDI 06 MJ SWVL ADPT PERMO X LINED	270.00 EA	540.00
2.0		4X2 06 DI MJ SEB RED PERMOX LINED L/ACC	235.61 EA	471.22
1.0	267727	4 MUL 0400-850MJ-1 FLEX DISC CKV	875.20 EA	875.20
1.0	248335	4 CDI 06 MJ LP SLV PERMOX LINED L/ACC	199.00 EA	199.00
16.0	244984	4 SIGMA SLCP4 PVC ONE-LOK ACC SET	57.32 EA	917.12
4.0	223514	4 06 REG MJ B&G SET L/GLD	19.65 EA	78.60
Total:				18,022.94



FEL-PENSACOLA WATERWORKS #335
8813 GROW DRIVE
PENSACOLA, FL 32514

Phone: 850-474-0999
Fax: 850-484-7951

Deliver To:
From: Hunter Goul
Comments:

15:47:05 FEB 23 2023

Page 1 of 1

FERGUSON WATERWORKS #1204

Price Quotation

Phone: 850-474-0999

Fax: 850-484-7951

Bid No: B375583
Bid Date: 02/20/23
Quoted By: BT

Cust Phone: 850-983-5480
Terms: NET 10TH PROX

Customer: CITY OF MILTON
P O BOX 909
MILTON, FL 32572

Ship To: CITY OF MILTON
P O BOX 909
MILTON, FL 32572

Cust PO#:

Job Name: ROBINSON POINT SEWER

Item	Description	Quantity	Net Price	UM	Total
DR18GPP	4 C900 DR18 PVC GJ GREE PIPE =====	2420	7.240	FT	17520.80
	PERMOX FITTINGS				
DDMT44CTF	4 MJ C153 PERMOX TEE L/A *X	2	285.790	EA	571.58
SP-4X13SWVLADPTCTF	4X13 PERMOX CTF SWVL ADPT	2	356.580	EA	713.16
SP-4X2PERMOXSEMJ	4X2 PERMOX SEMJ RED	2	227.500	EA	455.00
MJELSSLAP12	4X12 MJ C153 LONG SLV SLD EPOX =====	1	233.160	EA	233.16
SSLCEP4	4 PVC WDG REST GLND PK *ONELOK	16	58.000	EA	928.00
IMJBGPP	4 MJ C153 BLT GSKT PK L/ GLAND	4	19.750	EA	79.00
AFC2504MMLAOL	4 DI MJ RW OL GATE VLV L/A	3	815.000	EA	2445.00
AFC52SCP	4 FLG SWG CHK VLV	1	1500.000	EA	1500.00
Net Total:					\$24445.70
Tax:					\$0.00
Freight:					\$0.00
Total:					\$24445.70

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

CONTACT YOUR SALES REPRESENTATIVE IMMEDIATELY FOR ASSISTANCE WITH DBE/MBE/WBE/SMALL BUSINESS REQUIREMENTS.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.
COVID-19 ORDER: ANY REFERENCE TO OR INCORPORATION OF EXECUTIVE ORDER 14042 AND/OR THE EO-IMPLEMENTING FEDERAL CLAUSES (FAR 52.223-99 AND/OR DFARS 252.223-7999) IS EXPRESSLY REJECTED BY SELLER AND SHALL NOT APPLY AS SELLER IS A MATERIALS SUPPLIER AND THEREFORE EXEMPT UNDER THE EXECUTIVE ORDER.



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to
complete a survey about your bids:

<https://survey.medallia.com/?bidsorder&fc=335&on=27119>



Bid Proposal for Robinson Rd. Sewer Extension - Milton

CITY OF MILTON FL
Bid Date: 02/28/2023
Core & Main 2773428

Core & Main
8782 Paul Starr Dr
Pensacola, FL 32514
Phone: 850-478-6372
Fax: 850-478-4323

Seq#	Qty	Description	Units	Price	Ext Price
DUE TO CURRENT SUPPLY CHAIN DISRUPTIONS, MATERIALS ARE SUBJECT TO PRICING AT TIME OF SHIPMENT. MATERIAL AVAILABILITY AND TIMELINESS OF SHIPMENTS CANNOT BE GUARANTEED. THIS TERM SUPERSEDES ALL OTHER CONTRACTUAL PROVISIONS.					
✓ 10	2420	4 PVC C900 DR25 PIPE (G) 20' GRN PC165	FT	5.50	13,310.00
✓ 30	2	4 MJ TEE C153 PERMOX IMP	EA	275.50	551.00
✓ 40	3	4 7571 MJ RW GV DI OL ON L/ACC GATE VALVE,DI COMPACT BODY	EA	695.00	2,085.00
✓ 50	2	4"X 12" ANCHOR CPLG. PERMOX	EA	345.50	691.00
✓ 60	2	4X2 MJ RED C153 PERMOX	EA	315.50	631.00
✓ 80	1	4 506 KEN FLEX CHK VALVE	EA	545.00	545.00
✓ 90	1	4 MJ L/P SLV C153 PERMOX IMP	EA	215.97	215.97
✓ 100	16	4 ONE-LOK PVC RESTR SLCEP4 (I) W/ACC	EA	52.50	840.00
✓ 110	4	4 MJ REGULAR ACC SET L/GLAND	EA	19.95	79.80
				Sub Total	18,948.77
				Tax	0.00
				Total	18,948.77

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>