

SUWANNEE VALLEY TRANSIT AUTHORITY  
MONTHLY MEETING OF THE BOARD OF DIRECTORS  
SUWANNEE VALLEY TRANSIT AUTHORITY  
1907 VOYLES STREET, SW  
LIVE OAK, FL 32064



**TENTATIVE AGENDA FOR  
JULY 14, 2025, AT 6:00 P.M.**

**Invocation**

**Pledge to American Flag**

**ATTENTION**

- The Board may add additional items to this agenda.
- Affirmative action on any item includes authorization of the Chairman's, or designee's, signature on all associated documents.
- Speakers from the audience will be allowed three (3) minutes to speak following recognition by the Chairman. Speakers may only make one (1) trip to the podium regarding each item they wish to speak on. They shall complete one comment card for each item and submit the card(s) to the Chairman before the meeting is called to order.

**APPROVAL OF MINUTES**

- |                                  |           |          |
|----------------------------------|-----------|----------|
| 1. May 12, 2025, Regular Meeting | Pages 1-4 | Don Hale |
|----------------------------------|-----------|----------|

**PUBLIC CONCERNS AND COMMENTS - 3 Minute Limit**

**CONSENT**

- |   |        |                  |
|---|--------|------------------|
| 2. Adoption of Resolution #2025-07,<br>Trip & Equipment Grant | Page 5 | Monica Marquardt |
|---|--------|------------------|

**TIME SPECIFIC ITEMS**

- |                              |             |
|------------------------------|-------------|
| 3. 2023/2024 Financial Audit | Caleb Perla |
|------------------------------|-------------|

**STAFF ITEMS**

- |                     |           |                  |
|---------------------|-----------|------------------|
| 4. Financial Update | Pages 6-9 | Monica Marquardt |
|---------------------|-----------|------------------|

**BOARD MEMBER ITEMS**

**BOARD ATTORNEY ITEMS**

SUWANNEE VALLEY TRANSIT AUTHORITY  
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### **DISCUSSION AND ACTION ITEMS**

5. RFP Review/Board Attorney
6. Interlocal Agreement &  
Census Percentage Increase

Monica Marquardt  
Pages 10-18 Candice Kennon

### **GENERAL BUSINESS**

7. Additional Agenda Items. The Chairman calls for additional items.
8. Board Members' Inquiries, Requests, and Comments
9. Administrator's Comments

**Upcoming meeting: August 11, 2025, at 6:00 P.M.**

### **2025 Meeting Schedule**

**January 13<sup>th</sup>**

**February 10<sup>th</sup>**

**March 10<sup>th</sup>**

**April 14<sup>th</sup>**

**May 12<sup>th</sup>**

**July 14<sup>th</sup>**

**August 11<sup>th</sup>**

**September 8<sup>th</sup>**

**November 3<sup>rd</sup>**

### **2026**

**January 12<sup>th</sup>**



***MINUTES  
of the  
GOVERNING BOARD OF DIRECTORS***

6:00 p.m.

**OPENING AND INVOCATION:**

The Governing Board of Directors of the Suwannee Valley Transit Authority met on the above date and time for a regular meeting.

Chairperson Don Hale called the meeting to order at 6:00 p.m. and asked Commissioner James Howell to lead the invocation and Pledge of Allegiance to the Flag of the United States of America.

**ATTENDING:**

The following Board members were present: Chairperson Don Hale and Commissioners Everett Phillips, James Howell, and Leo Mobley. Commissioner Robby Roberson was not initially present but arrived later. Commissioner Tim Murphy was not present.

Also present were Board Attorney Hal Airth, Board Secretary Eric Musgrove, SVTA Administrator Candice Kennon, SVTA employees Monica Marquardt and Nick Furst, Greg Kennon, and Stew Lilker.

**APPROVAL OF MINUTES:**

**The first item on the agenda** was to approve the minutes of the April 14, 2025, Regular Meeting.

**Commissioner Phillips moved to approve the minutes of the April 14, 2025, Regular Meeting as written. Commissioner Mobley seconded, and the motion carried unanimously (4-0).**

**PUBLIC CONCERNS AND COMMENTS:**

Mr. Lilker asked what SVTA was doing to advertise its services and suggested that the Board meet in Lake City instead. He was also concerned about a \$5 million construction project for a clinic in Lake City two miles from the Columbia County Department of Health.

Chairman Hale noted that Administrator Kennon had been in talks to more broadly advertise SVTA to other counties.

**Commissioner Roberson arrived at 6:06 p.m.**

Mr. Lilker questioned who was provided with public notices about SVTA meetings.

Discussion continued about advertising SVTA services.

**CONSENT:**

There were none.

**TIME SPECIFIC ITEMS:**

There were none.

**STAFF ITEMS:**

**The second item on the agenda** was a Financial Update.

Mrs. Marquardt briefly noted the updates for the SVTA and asked for questions.

Chairman Hale asked about the city water bill. Mrs. Marquardt noted that the price listed was the total since October, not just for one month.

**BOARD MEMBER ITEMS:**

There were none.

**BOARD ATTORNEY ITEMS:**

There were none.

**DISCUSSION AND ACTION ITEMS:**

**The third item on the agenda** was to discuss a Request For Proposals (RFP) draft for SVTA Board Attorney.

Administrator Kennon noted the draft for a new SVTA Board Attorney and wanted to make sure that the language was acceptable to the Board.

Discussion ensued on the language of the RFP, including a 3-year contract term, range of salary based upon retainers, hourly rates, and annual rates, a beginning date of October 1, opening RFPs at the July 14<sup>th</sup> meeting, and interviewing at the meeting in August.

**Commissioner Mobley moved to advertise the RFP for SVTA Board Attorney with the noted language (a 3-year contract term, range of salary based upon retainers, hourly rates, and annual rates, a beginning date of October 1, opening RFPs at the July 14<sup>th</sup> meeting, and interviewing at the meeting in August). Commissioner Roberson seconded, and the motion carried unanimously (5-0).**

Brief discussion ensued on a list of questions and grading system to be used for the interviews.

**The fourth item on the agenda** was to discuss an ADP increase/Remote Human Resources (HR) Assistant.

Administrator Kennon noted that SVTA was outgrowing its current time management system and after recent discussions with the auditor, suggested expanding the current ADP system and holding off on a remote HR assistant.

Some discussion ensued on hiring an HR assistant but no further action was taken.

**GENERAL BUSINESS:**

**The fifth item on the agenda** was additional agenda items.

There were none.

**The sixth item on the agenda** was Board Inquiries, Requests, and Comments.

There were none.

**The seventh item on the agenda** was Administrator's comments.

Administrator Kennon noted that the office was reviewing an internal audit and making changes as needed.

Chairman Hale thanked SVTA for being present at Walmart the previous week to advertise public safety, the proposed regional shelter facility, and providing transportation services.

Mr. Lilker discussed various projects of SVTA that had failed to draw sufficient ridership, including regular bus stops, regular transit to the various local colleges, and other events. He suggested that SVTA branch out to bring in additional revenue.

Chairman Hale noted that many people were moving into the tri-county area from metropolitan areas who were used to public transportation, and these individuals would be asking for such transportation to be provided.

Discussion ensued on the fact that the three counties making up SVTA were rural counties and could not compete with metropolitan areas. Limited regular routes for running to the colleges and hospitals could be instituted instead, and more networking and advertisements would help.

**ADJOURNMENT:**

**Commissioner Mobley moved to adjourn the meeting. Commissioner Phillips seconded, and the motion carried unanimously (5-0).**

There being no further business to discuss, the meeting adjourned at 6:34 p.m.

Approved and adopted the \_\_\_\_\_ day of \_\_\_\_\_, 2025

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Eric Musgrove  
Secretary to the Board

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Don Hale  
Chair, Board of Directors



**SUWANNEE VALLEY TRANSIT AUTHORITY  
1907 VOYLES STREET  
LIVE OAK, FL 32064  
(386) 362-5332**

**Trip & Equipment Grant**

**RESOLUTION #: 2025-07**

A RESOLUTION of the Suwannee Valley Transit Authority, hereinafter BOARD, hereby authorizes the filing and execution of a Transportation Disadvantaged Trip & Equipment Grant Agreement with the Florida Commission for the Transportation Disadvantaged.

WHEREAS this BOARD is eligible to receive a Transportation Disadvantaged Trip & Equipment Grant and to undertake a transportation disadvantaged service project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

1. The BOARD has the authority to enter into this grant agreement.
2. The BOARD authorizes Candice T. Kennon to execute the grant agreement, amendments, warranties, certifications, and any other documents that may be required in connection with the agreement with the Florida Commission for the Transportation Disadvantaged on behalf of the **Suwannee Valley Transit Authority**.
3. The BOARD'S Registered Agent in Florida is **Candice T. Kennon**.

The Registered Agent's address is **1907 Voyles Street SW, Live Oak, FL 32064**.

DULY PASSED AND ADOPTED THIS 14th DAY OF July, 2025.

By: \_\_\_\_\_  
*Don Hale, Chairperson*

ATTEST: \_\_\_\_\_  
*Eric Musgrove, Secretary*

Suwannee Valley Transit Authority  
Transaction List by Date  
April 2025

Type	Number	Date	Name	Paid Amount
Payroll Liability	Bank Draft	5/9/2025	Payroll	\$ (26,274.59)
Payroll Liability	Bank Draft	5/9/2025	Payroll Taxes	\$ (7,259.13)
Payroll Liability	Bank Draft	5/22/2025	Payroll	\$ (26,818.61)
Payroll Liability	Bank Draft	5/22/2025	Payroll Taxes	\$ (7,428.52)
Payroll Liability	Bank Draft	6/5/2025	Payroll	\$ (25,995.56)
Payroll Liability	Bank Draft	6/5/2025	Payroll Taxes	\$ (7,161.88)
Payroll Liability	Bank Draft	6/18/2025	Payroll	\$ (26,003.66)
Payroll Liability	Bank Draft	6/18/2025	Payroll Taxes	\$ (7,171.08)
				\$ (134,113.03)

Type	Date	Num	Name	Paid Amount
Bill Payment (Check)	05/08/2025	21897	Seaman's Aqua Clean	\$ (35.00)
Bill Payment (Check)	05/08/2025	21898	Innovative Network, Inc	\$ (1,915.00)
Bill Payment (Check)	05/08/2025	21899	G.W. Hunter, Inc.	\$ (4,953.18)
Bill Payment (Check)	05/08/2025	21900	Fussell Tire Pros	\$ (756.18)
Bill Payment (Check)	05/08/2025	21901	ABC Bus, Inc	\$ (10.60)
Bill Payment (Check)	05/08/2025	21902	Suwannee Valley Plumbing LLC	\$ (185.00)
Bill Payment (Check)	05/08/2025	21903	Suwannee North Florida Sports Connection	\$ (860.95)
Bill Payment (Check)	05/15/2025	21904	Felknor Electric, Inc	\$ (969.30)
Bill Payment (Check)	05/15/2025	21905	Florida Public Transportation Association	\$ (75.00)
Bill Payment (Check)	05/15/2025	21906	Jim Hinton Oil Company	\$ (3,228.37)
Bill Payment (Check)	05/15/2025	21907	McCrimon's Office Systems, Inc	\$ (200.00)
Bill Payment (Check)	05/15/2025	21908	Morrell's Home Furnishings	\$ (100.00)
Bill Payment (Check)	05/15/2025	21909	Nick Furst	\$ (31.00)
Bill Payment (Check)	05/15/2025	21910	Performance NAPA LLC	\$ (48.57)
Bill Payment (Check)	05/15/2025	21911	Precision Auto & Muffler LLC	\$ (129.95)
Bill Payment (Check)	05/15/2025	21912	Precision Chemicals	\$ (105.98)
Bill Payment (Check)	05/15/2025	21913	Rumberger, Kirk & Caldwell	\$ (425.00)
Bill Payment (Check)	05/15/2025	21914	Unifirst Corporation	\$ (124.92)
Bill Payment (Check)	05/15/2025	21915	W B Howland Company	\$ (68.25)
Bill Payment (Check)	05/15/2025	21916	Walt's Live Oak Ford	\$ (490.44)
Bill Payment (Check)	05/29/2025	21917	ABC Bus, Inc	\$ (139.56)
Bill Payment (Check)	05/29/2025	21918	ABC Bus, Inc	\$ (141,602.00)
Bill Payment (Check)	05/29/2025	21919	ABC Bus, Inc	\$ (154,810.00)
Bill Payment (Check)	05/29/2025	21920	Bennett's Glass Company, Inc.	\$ (241.59)
Bill Payment (Check)	05/29/2025	21921	Eric Musgrove	\$ (275.00)
Bill Payment (Check)	05/29/2025	21922	Jim Hinton Oil Company	\$ (3,344.72)
Bill Payment (Check)	05/29/2025	21923	LGS Group Automotive Technologies	\$ (4,688.11)
Bill Payment (Check)	05/29/2025	21924	Lake City Reporter	\$ (125.24)
Bill Payment (Check)	05/29/2025	21925	The NET Group Online, Inc.	\$ (1,300.00)
Bill Payment (Check)	05/29/2025	21926	Unifirst Corporation	\$ (124.92)
Bill Payment (Check)	05/29/2025	21927	Walt's Live Oak Ford	\$ (441.94)
Bill Payment (Check)	05/29/2025	21929	Security Safe	\$ (150.00)
Bill Payment (Check)	05/29/2025	21930	Riverbend News	\$ (86.08)
Bill Payment (Check)	05/29/2025	21931	DMS-Division of Telecommunications(SUNCOM	\$ (3.12)
Bill Payment (Check)	06/04/2025	21932	Unifirst Corporation	\$ (71.52)
Bill Payment (Check)	06/04/2025	21933	Walt's Live Oak Ford	\$ (7,408.39)
Bill Payment (Check)	06/04/2025	21934	USA Oil, LLC	\$ (200.00)
Bill Payment (Check)	06/04/2025	21935	Morrell's Home Furnishings	\$ (100.00)
Bill Payment (Check)	06/04/2025	21936	G.W. Hunter, Inc.	\$ (4,681.88)
Bill Payment (Check)	06/04/2025	21937	Performance NAPA LLC	\$ (83.33)
Bill Payment (Check)	06/04/2025	21938	Seaman's Aqua Clean	\$ (35.00)
Bill Payment (Check)	06/04/2025	21939	Pioneer Janitorial Service	\$ (590.00)
Bill Payment (Check)	06/18/2025	21940	Unifirst Corporation	\$ (62.87)
Bill Payment (Check)	06/18/2025	21941	Lashley's Home Town Tire, LLC	\$ (65.00)
Bill Payment (Check)	06/18/2025	21942	Walt's Live Oak Ford	\$ (89.32)
Bill Payment (Check)	06/18/2025	21943	Performance NAPA LLC	\$ (13.34)
Bill Payment (Check)	06/18/2025	21944	Rumberger, Kirk & Caldwell	\$ (325.00)
Bill Payment (Check)	06/18/2025	21945	Jim Hinton Oil Company	\$ (3,239.95)



Suwannee Valley Transit Authority  
Transaction List by Date  
April 2025

Bill Payment (Check)	06/25/2025	21946	ABC Bus, Inc	\$ (155,448.00)
Bill Payment (Check)	06/25/2025	21947	DMS-Division of Telecommunications(SUNCOM	\$ (3.60)
Bill Payment (Check)	06/25/2025	21948	Powell & Jones	\$ (31,700.00)
Bill Payment (Check)	06/25/2025	21949	Unifirst Corporation	\$ (62.46)
Bill Payment (Check)	06/25/2025	21950	W B Howland Company	\$ (9.48)
Bill Payment (Check)	06/25/2025	21951	WrapSpot GNV, LLC	\$ (400.00)
Bill Payment (Check)	06/25/2025	21952	ABC Bus, Inc	\$ (154,810.00)
Bill Payment (Check)	06/25/2025	21953	ABC Bus, Inc	\$ (186.88)
Bill Payment (Credit Card)	05/28/2025	CC	Auto Zone	\$ 69.83
Bill Payment (Credit Card)	05/15/2025	CC	CivicPlus LLC	\$ 4,617.27
Bill Payment (Credit Card)	05/15/2025	CC	Global Industrial	\$ (853.58)
Bill Payment (Credit Card)	05/06/2025	CC	Harbor Freight	\$ 74.35
Bill Payment (Credit Card)	05/16/2025	CC	Intuit Services	\$ 9.90
Bill Payment (Credit Card)	05/06/2025	CC	Lowe's	\$ 6.08
Bill Payment (EFT)	05/02/2025	Draft	ADP, Inc	\$ (94.15)
Bill Payment (EFT)	05/30/2025	Draft	ADP, Inc	\$ (88.95)
Bill Payment (EFT)	05/16/2025	Draft	ADP, Inc	\$ (242.19)
Bill Payment (EFT)	05/30/2025	Draft	ADP, Inc	\$ (242.19)
Bill Payment (EFT)	05/02/2025	Draft	ADP, Inc	\$ (242.19)
Bill Payment (EFT)	06/13/2025	Draft	ADP, Inc	\$ (242.19)
Bill Payment (EFT)	06/27/2025	Draft	ADP, Inc	\$ (412.55)
Bill Payment (EFT)	05/08/2025	Draft	Advance Auto Parts	\$ (159.14)
Bill Payment (EFT)	05/15/2025	Draft	Advance Auto Parts	\$ (310.20)
Bill Payment (EFT)	05/28/2025	Draft	Advance Auto Parts	\$ (177.22)
Bill Payment (EFT)	06/18/2025	Draft	Advance Auto Parts	\$ (38.97)
Bill Payment (EFT)	05/30/2025	Draft	AFLAC	\$ (1,948.53)
Bill Payment (EFT)	06/17/2025	Draft	AFLAC	\$ (1,948.53)
Bill Payment (EFT)	05/15/2025	Draft	City of Live Oak	\$ (339.22)
Bill Payment (EFT)	06/10/2025	Draft	City of Live Oak	\$ (339.22)
Bill Payment (EFT)	05/08/2025	Draft	Comcast	\$ (749.95)
Bill Payment (EFT)	06/17/2025	Draft	Comcast ( Fax line )	\$ (749.95)
Bill Payment (EFT)	06/17/2025	Draft	Comcast ( Fax line )	\$ (794.25)
Bill Payment (EFT)	05/08/2025	Draft	Comcast Business	\$ (794.25)
Bill Payment (EFT)	05/15/2025	Draft	First Federal Bank	\$ (5,081.03)
Bill Payment (EFT)	05/15/2025	Draft	First Federal Bank	\$ (3,167.06)
Bill Payment (EFT)	06/17/2025	Draft	First Federal Bank	\$ (4,829.41)
Bill Payment (EFT)	05/30/2025	Draft	Florida Retirement System	\$ (12,266.44)
Bill Payment (EFT)	05/15/2025	Draft	Foxster Opco LLC	\$ (1,078.59)
Bill Payment (EFT)	05/28/2025	Draft	Foxster Opco LLC	\$ (10,225.00)
Bill Payment (EFT)	06/05/2025	Draft	Foxster Opco LLC	\$ (1,078.59)
Bill Payment (EFT)	05/29/2025	Draft	FPL	\$ (689.65)
Bill Payment (EFT)	06/17/2025	Draft	FPL	\$ (686.82)
Bill Payment (EFT)	06/02/2025	Draft	Globe Life Liberty National Division	\$ (1,542.03)
Bill Payment (EFT)	05/28/2025	Draft	Great American Financial Svcs.	\$ (595.38)
Bill Payment (EFT)	05/30/2025	Draft	Guardian	\$ (548.70)
Bill Payment (EFT)	06/01/2025	Draft	Guardian	\$ (548.70)
Bill Payment (EFT)	06/17/2025	Draft	Guardian	\$ (548.70)
Bill Payment (EFT)	05/08/2025	Draft	O'Reilly Auto Parts	\$ (405.91)
Bill Payment (EFT)	06/05/2025	Draft	O'Reilly Auto Parts	\$ (5,685.37)
Bill Payment (EFT)	06/18/2025	Draft	O'Reilly Auto Parts	\$ (10.58)
Bill Payment (EFT)	06/17/2025	Draft	Pitney Bowes Bank Inc Purchase Power	\$ (100.00)
Bill Payment (EFT)	05/28/2025	Draft	Pitney Bowes Global Financial Services	\$ (132.00)
Bill Payment (EFT)	05/28/2025	Draft	Quill LLC	\$ (495.35)
Bill Payment (EFT)	06/25/2025	Draft	Quill LLC	\$ (190.24)
Bill Payment (EFT)	06/25/2025	Draft	Quill LLC	\$ (260.43)
Bill Payment (EFT)	05/15/2025	Draft	Shred - it / Stericycle	\$ (82.51)
Bill Payment (EFT)	05/29/2025	Draft	Staples Advantage	\$ (476.06)
Bill Payment (EFT)	06/19/2025	Draft	Transamerica Life Insurance Company	\$ (299.51)
Bill Payment (EFT)	06/19/2025	Draft	Transamerica Life Insurance Company	\$ (299.51)
Bill Payment (EFT)	05/15/2025	Draft	UHS Billing	\$ (9,596.32)
Bill Payment (EFT)	06/17/2025	Draft	UHS Billing	\$ (9,596.32)

Suwannee Valley Transit Authority  
Transaction List by Date  
April 2025

Bill Payment (EFT)	05/15/2025	Draft	Verizon Wireless	\$	(1,301.31)
Bill Payment (EFT)	05/23/2025	Draft	Verizon Wireless	\$	(1,233.20)
Bill Payment (EFT)	05/29/2025	Draft	Acentria Insurance	\$	(1,131.00)
Total Check Write May 1, 2025 - June 30, 2025				\$	(761,802.70)

April 2025 Total Paid Out \$ (895,915.73)

## Pending Revenue

Amount	Month	Grant	Status
\$ 82,667.92	January-25	5311	Invoice is approved - waiting on funds
\$ 70,910.20	February-25	5311	Pending Previous Month Approval - 12 Month Average
\$ 70,910.20	March-25	5311	Pending Previous Month Approval - 12 Month Average
\$ 70,910.20	April-25	5311	Pending Previous Month Approval - 12 Month Average
\$ 70,910.20	May-25	5311	Pending Previous Month Approval - 12 Month Average
\$ 70,910.20	June-25	5311	Pending Previous Month Approval - 12 Month Average
\$ 70,910.20	June-25	5311	Pending Previous Month Approval - 12 Month Average
\$ 1,365.00	October-25	Fuel Tax Return	Submitted - 190 days process
\$ 1,443.93	January-25	Fuel Tax Return	
\$ 1,409.85	February-25	Fuel Tax Return	
\$ 1,516.65	March-25	Fuel Tax Return	
\$ 1,525.59	Apr-25	Fuel Tax Return	
\$ 1,541.71	May-25	Fuel Tax Return	

**\$ 516,931.85 Total**

### Account Balances as of 06/30/2025

Checking Account	\$ 585,113.90
Match Account	\$ 36,307.23
Interest Account	\$ 747,417.34
CD	\$ 1,002,686.49
Grand Total	\$ 2,371,524.96

16527

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BOOK 143 PAGE 211

INTERLOCAL AGREEMENT

OFFICIAL RECORDS

THIS INTERLOCAL AGREEMENT, made and entered into this 9TH day of August, 1976, by and between Columbia, Suwannee, and Hamilton Counties, each a political subdivision of the State of Florida, hereinafter referred to as the "COUNTIES";

WITNESSETH:

BOOK 366 PAGE 423

OFFICIAL RECORDS

WHEREAS, the Counties are authorized pursuant to Section 163.01 Florida Statutes, to enter into Interlocal Agreements to cooperatively make the most efficient use of their powers on a basis of mutual advantage, and to provide services and facilities in accord best with geographic, economic, population and other factors influencing the needs and development of the local community; and

WHEREAS, the Counties are authorized pursuant to Section 125.01 (1) (2) and 336.021 (3), Florida Statutes, to independently exercise the powers they will be jointly exercising through this Agreement; and

WHEREAS, it is in the best interest of the Counties in the region that a single separate legal entity make all the policies necessary in connection with the transportation system;

WHEREAS, the parties hereto have agreed to acquire through said separate legal entity, the existing transportation system owned by SUWANNEE COUNTY and to operate the same through the separate legal entity on a regional basis; and

NOW, THEREFORE, THIS INDENTURE WITNESSETH: THAT, for and in consideration of the mutual benefits to flow each to the other, the parties hereto agree as follows:

SECTION 1: PURPOSE:

The purpose of this Agreement is to create a legal entity to be known as the SUWANNEE VALLEY TRANSIT AUTHORITY (hereinafter referred to as the BOARD), composed of two (2) members (elected by their respective board) from each of the aforementioned counties, and, subject to the approval of the Florida Secretary of Transportation, the District Engineer of the Florida Department of Transportation serving the Second District.



Director of Operations

FILED IN THE OFFICE OF  
THE CLERK OF THE  
COUNTY OF SUWANNEE  
FLORIDA  
JUN 27 2 48 PM '76  
RECORDED  
INDEXED  
CLERK  
D.C.

004077

In addition, an ex officio, non-voting, member shall be appointed by the Board of the Suwannee River Economic Council. The BOARD is charged with the responsibility of providing transportation services on a regional basis where needed in the Cities and throughout the Counties by the use of the transportation system to be owned and operated by said BOARD. Such BOARD shall make all policies for the administration, tolls, fares, fees, operation, maintenance, extension, enlargement, development, replacement and repair of the system. To accomplish these purposes, the Counties mutually agree with each other to comply with and abide by all policies as shall be set and determined by such BOARD; subject at all times, however, to the contractual rights of the holders of revenue obligations of the Counties, if, as and when issued in connection with said system.

SECTION 2: FUNDING

The following counties shall pay the following sums to the SUWANNEE VALLEY TRANSIT AUTHORITY in four equal, consecutive, quarterly, installments, commencing upon the establishing of the SUWANNEE VALLEY TRANSIT AUTHORITY:

<u>COUNTY</u>	<u>TOTAL PAYMENT</u>	<u>QUARTERLY INSTALLMENT</u>
Columbia	\$11,000	\$2,750
Suwannee	7,000	1,750
Hamilton	3,500	875

No county hereto shall be required to contribute any additional sums. The Counties may, however, from time to time, pay such additional sums as may be approved by their Boards. Counties shall have no other liabilities under this Agreement except the payment of the above sums.

SECTION 3: DURATION

(a) The BOARD shall continue in existence until it is dissolved by a majority action of the Board of County Commissioners of Columbia, Suwannee, & Hamilton Counties. Such termination document is to be approved as to form and legality by the Department of Legal Affairs and filed with the Clerks of the Circuit Courts of the participating Counties, and the Department of Community Affairs, prior to its becoming effective.

(b) Any County may withdraw from this Agreement at any time upon sixty (60) days prior written notice to the BOARD, accompanied by a Resolution of its governing body authorizing withdrawal of its membership from said BOARD.

(c) Any County may be added to the BOARD upon the filing of a Resolution by its governing body requesting membership and agreeing to abide by the terms and conditions of this Agreement, with acceptance by all the parties, hereto. Said Resolution and acceptance document or Interlocal Amendment are to be approved as to form and legality by the Department of Legal Affairs and filed with the Clerks of Circuit Courts of all participating Counties and the Department of Community Affairs, as a condition precedent to its becoming effective.

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OFFICIAL RECORDS

#### SECTION 4: POWERS AND PROCEDURES

(a) Officers - The BOARD shall meet immediately and elect by a majority vote of the membership, a Chairman, Vice-Chairman and Secretary-Treasurer. Each officer shall be elected from a different government body. Term of each office shall be a period of one year, and until their successors in office are elected, vacancies shall be filled by the BOARD.

(b) Meetings - The BOARD shall meet at least once each quarter or more often when necessary, upon call of the Chairman, or upon request of four (4) members governing body to transact the business of the BOARD. The BOARD shall have the power and authority to accept funds appropriated to it by any governmental body, or from whatever source. It may apply for and receive grants and donations of all kinds, and it may expend all such funds for any lawful purpose consistent with the general purposes of said Board. A quorum for the purpose of transacting business shall be fifty (50%) percent of the membership. A majority of members present shall be necessary to decide any question. The BOARD shall adopt bylaws, rules and regulations to govern its actions and procedures. The BOARD shall have the authority, independently, or, by or with, the assistance of the participating parties, hereto, to enforce all rules, regulations and policies adopted under the authority of this Agreement, and may resort to any necessary legal process for this purpose.

(c) Powers of the BOARD

1. The Authority, on behalf of its membership, shall have the power to acquire, purchase, hold, lease as lessee, and use any franchise, property, real, personal or mixed, tangible or intangible, or any interest therein, necessary or desirable for carrying out the purposes of the BOARD, and to sell, lease as lessor, transfer and dispose of any property or interest therein at any time acquired by it, and do and perform any other act permitted by law.

2. Contracts - The BOARD shall have the authority to make contracts and to execute all instruments necessary or convenient for the carrying on of its business consistent with the purpose of its creation.

3. Suits - The BOARD shall have the authority to sue and be sued, implead and be impleaded, complain and defend in all courts.

(d) Personnel and ServicesBOOK 366 PAGE 426  
OFFICIAL RECORDS

1. Board Staff and Services - The BOARD may employ a Secretary and such other persons, firm or corporation as it deems necessary to provide adequate administrative, clerical, professional, and technical assistance, and service to the BOARD in the conduct of its business. The BOARD may determine the qualification and fix the compensation of such persons, firm or corporation, and make its selection pursuant to applicable Florida Statutes. Budget and funding for said staff and services shall be established by the BOARD.

2. System Staff - The BOARD shall appoint a Transit Administrator, who shall serve at its pleasure, and who shall have the authority, with consent of the BOARD, to employ, assign, promote, transfer, and terminate other system personnel.

(e) Annual Audit - The BOARD and transit system shall have their books, records and accounts audited annually, and shall provide copies to all BOARD MEMBERS.

SECTION 5: ACQUISITION OF SYSTEM

The BOARD shall, upon execution of this Agreement, begin forthwith to acquire the existing transportation system referred to herein.

SECTION 6: OWNERSHIP AND OPERATION

BOOK 143 PAGE 215

The BOARD shall own and operate the transportation system in accordance with such rules and policies as it may adopt.

BOOK 130 PAGE 810

SECTION 7: BUDGET AND FINANCIAL STATEMENT

OFFICIAL RECORDS

The Administrator shall prepare and submit a proposed annual budget for the operation of said system at least sixty (60) days in advance of each fiscal year for consideration and approval by the BOARD. The Administrator shall also file with the BOARD a monthly operating statement audit, showing the status of the system, and the disposition of all funds received from the system as well as any other funds provided for the system's operation.

SECTION 8: PROHIBITIVE ACTS

Except for the purpose of an inquiry, the BOARD and its members shall deal with the affairs of the BOARD solely through the Administrator; and neither the BOARD nor any member, thereof, shall give orders to any subordinate of the Administrator, either publicly or privately.

SECTION 9: SPECIAL SESSION OF BOARD

The BOARD shall at least annually consider the transportation system with respect to the policies, rates, tolls, fares, fees, charges, maintenance, financing, and management of the system, and make such modifications as are determined appropriate.

BOOK 366 PAGE 427

SECTION 10: EFFECTIVE DATE

OFFICIAL RECORDS

This Agreement shall take effect immediately upon its approval by the Department of Legal Affairs, and it is being filed pursuant to Section 163.01 (12) Florida Statutes.

IN WITNESS WHEREOF, the Boards of County Commissioners, Columbia, Suwannee, and Hamilton Counties, Florida have entered into this Agreement, and have caused it to be executed by their duly authorized officers.

The County of Columbia  
A political Subdivision of the  
State of Florida

By: Rodney S. Dick

ATTEST: J. N. S.  
Clerk of the Commission

The County of Suwannee  
A political Subdivision of the  
State of Florida

By: Wayne Long

ATTEST: J. A. S.  
Clerk of the Commission

The County of Hamilton  
A political Subdivision of the  
State of Florida

By: L. P. Edgerton

ATTEST: J. P. Miller  
Clerk of the Commission



## QuickFacts

Columbia County, Florida; Hamilton County, Florida; Suwannee County, Florida

QuickFacts provides statistics for all states and counties. Also for cities and towns with a *population of 5,000 or more*.

[What's New & FAQs](#)

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### Table

All Topics	Columbia County, Florida	Hamilton County, Florida	Suwannee County, Florida
Population estimates, July 1, 2024, (V2024)	73,977	14,334	47,536
PEOPLE			
Population			
Population estimates, July 1, 2024, (V2024)	73,977	14,334	47,536
Population estimates base, April 1, 2020, (V2024)	69,698	14,004	43,473
Population, percent change - April 1, 2020 (estimates base) to July 1, 2024, (V2024)	6.1%	2.4%	9.3%
Population, Census, April 1, 2020	69,698	14,004	43,474
Population, Census, April 1, 2010	67,531	14,799	41,551

### Current amount: (Based on 2020 Census)

Columbia: \$62,728.20

Hamilton: \$12,603.60

Suwannee: \$39,126.60

### Based on 2024 Census Estimates:

Columbia: \$66,579.30 (Difference of: \$3,851.10)

Hamilton: \$12,900.60 (Difference of: \$297.00)

Suwannee: \$42,782.40 (Difference of: \$3,655.80)



# Suwannee Valley Transit Authority

May 19, 2025

Columbia County Board of County Commissioners  
PO Box 1529  
Lake City, FL 32056

RE: Budget Request for Fiscal Year 2025-2026

Dear Commissioners:

Suwannee Valley Transit Authority proudly serves the residents of Columbia, Hamilton, and Suwannee Counties. We provide much-needed services for education, senior services, medical, and other life-sustaining trips for the Transportation Disadvantaged and FDOT, and we do so with great care and concern for our clients.

We greatly appreciate the budget allocation that Columbia County provides to Suwannee Valley Transit Authority each year. These funds help us meet our clients' transportation needs throughout the year. Therefore, we humbly ask that the Columbia County Board of County Commissioners consider our request for the 2025-2026 Fiscal Year in the amount of \$62,728.20. This amount is derived from the 2020 Census population at \$0.90 per capita.

Suwannee Valley Transit Authority looks forward to serving Columbia County and its residents for many years. Please feel free to contact me anytime with any questions or concerns.

Respectfully,

A handwritten signature in blue ink that reads "Candice J. Kennon". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Candice Kennon

CK/mm

(386) 362-5332

1907 Voyles St SW, Live Oak, FL 32064  
 [www.ridesvta.com](http://www.ridesvta.com)



## Suwannee Valley Transit Authority

April 28, 2025

Hamilton County Board of County Commissioners  
Attn: Greg Godwin  
207 NE First Street Room 106  
Jasper, FL 32052

RE: Request for Funds for FY 2025-2026

Dear Commissioners:

Suwannee Valley Transit Authority is dedicated to serving the communities of Columbia, Hamilton, and Suwannee Counties. We offer essential transportation services for education, senior care, medical appointments, and other critical journeys for the Transportation Disadvantaged and FDOT. Our commitment to our clients is reflected in the care and attention we provide in all our services.

We sincerely value the annual budget support that Hamilton County allocates to the Suwannee Valley Transit Authority, as these funds are essential for addressing our clients' transportation needs throughout the year. In light of this, we respectfully request that the Hamilton County Board of County Commissioners consider our funding request for the 2025-2026 Fiscal Year, amounting to \$12,603.60. This figure is based on the 2020 Census population, calculated at a rate of \$0.90 per capita.

The Suwannee Valley Transit Authority is eager to continue its service to Hamilton County and its residents for many years to come. Should you have any questions or concerns, please do not hesitate to reach out to me at any time.

Respectfully,

Candice Kennon  
Administrator





## Suwannee Valley Transit Authority

May 19, 2025

Suwannee County Board of County Commissioners  
Attn: Neena Funicelli  
Professional Building  
906 North Ohio Avenue  
Live Oak, FL 32064

RE: Funding Request for Fiscal Year 2025-2026

Dear Commissioners:

Suwannee Valley Transit Authority proudly serves the residents of Columbia, Hamilton, and Suwannee Counties. We provide much-needed services for education, senior services, medical, and other life-sustaining trips for the Transportation Disadvantaged and FDOT, and we do so with great care and concern for our clients.

We greatly appreciate the budget allocation that Suwannee County provides to Suwannee Valley Transit Authority each year. These funds help us meet our clients' transportation needs throughout the year. Therefore, we humbly ask that the Suwannee County Board of County Commissioners consider our request for the 2025-2026 Fiscal Year in the amount of \$39,126.60. This amount is derived from the 2020 Census population at \$0.90 per capita.

Suwannee Valley Transit Authority looks forward to serving Suwannee County and its residents for many years. Please feel free to contact me anytime with any questions or concerns.

Respectfully,

A handwritten signature in blue ink that reads "Candice Kennon". The signature is fluid and cursive, with the first name "Candice" and the last name "Kennon" clearly distinguishable.

Candice Kennon  
Administrator

CK/mm

(386) 362-5332

1907 Voyles St SW, Live Oak, FL 32064  
 [www.ridesvta.com](http://www.ridesvta.com)