

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
JUNE 10, 2024, 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 13, 2024 Regular Meeting | Page 1-4 | Don Hale |
|---------------------------------|----------|----------|

PUBLIC CONCERNS AND COMMENTS - 3 Minute Limit

CONSENT

TIME SPECIFIC ITEMS

STAFF ITEMS

- | | | |
|------------------|----------|------------------------------------|
| Financial Update | Page 5-9 | Cinda Foster &
Monica Marquardt |
|------------------|----------|------------------------------------|

BOARD MEMBER ITEMS

BOARD ATTORNEY ITEMS

DISCUSSION AND ACTION ITEMS

- | | | |
|---|---------|----------|
| Teresa Fortner Comp Time Hours Lost | Page 10 | Don Hale |
| Shirley Conroy Grant Application #2024-06 | Page 11 | Don Hale |
| 5339 Grant Application #2024-07 | Page 12 | Don Hale |
| 5311 Grant Application #2024-08 | Page 13 | Don Hale |
| 5310 Grant Application #2024-09 | Page 14 | Don Hale |

SUWANNEE VALLEY TRANSIT AUTHORITY
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Trip & Equipment Grant Application #2024-10
5311 Off-Cycle Grant Application #2024-11

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Page 16

Don Hale
Don Hale

GENERAL BUSINESS

1. Additional Agenda Items. The Chairman calls for additional items.
2. Board Members' Inquiries, Requests and Comments

ADMINISTRATOR'S COMMENTS

Upcoming meeting: July 8, 2024 at 6:00 P.M.

2024 Meeting Schedule

January 8

February 12

March 11

April 8

May 13

June 10

July 8

August 12

September 9

October – TBD (2nd Monday is Columbus Day)

November – TBD (2nd Monday is Veterans Day)

December 9



**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 Board Secretary Eric Musgrove 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, Tim Murphy, Robby Roberson, and Robert Brown. Commissioner Travis Land was not present.

Also present were Attorney Hal A. Airth, Board Secretary Eric Musgrove, SVTA employees Cinda Foster and Monica Marquardt, and Greg Kennon and Candice Kennon. Interim Administrator Teresa Fortner appeared telephonically.

APPROVAL OF MINUTES:

The first item on the agenda was to approve the minutes of the April 8, 2024 Regular Meeting.

Commissioner Murphy moved to approve the minutes of the April 8, 2024 Regular Meeting as written. Commissioner Phillips seconded, and the motion carried unanimously (5-0).

PUBLIC CONCERNS AND COMMENTS:

There were none.

CONSENT:

There were none.

TIME SPECIFIC ITEMS:

The second item on the agenda was to hear the auditor's presentation on the 2022-2023 budget.

Mr. Caleb Perla, Powell, Jones, and Associates, discussed the audit, noting that it was favorable in all aspects. He then mentioned several details regarding the audit, stating that there was a substantial reserve that could handle over one year of regular expenses. There had been \$3.6 million in revenue over the year compared to over \$1.8 million in expenditures, partly due to delayed reimbursements from State grants. Capital asset values were approximately 78% through their life according to depreciation schedules, although it was possible to use assets beyond that time. SVTA expenses for Fiscal Year 2022-2023 were below those proposed in the same year's budget, and SVTA had complied with State and Federal requirements for funding and expenses.

Brief discussion ensued on various facets of the audit.

The third item on the agenda was to discuss Budget Policy #2015-001 v. 2.0.

Mrs. Fortner stated that SVTA had been working with Mr. Perla to update the Budget Policy.

Mr. Perla stated that the policy had probably been copied from another agency's template, but it was geared more for enterprise funds than the accrual style used by SVTA.

Some discussion ensued on the changes to the policy.

STAFF ITEMS:

The fourth item on the agenda was to hear a financial update.

Mrs. Foster noted that there were three payrolls in March as well as the extra expense for former Administrator Larry Sessions and current Interim Administrator Fortner.

Mrs. Marquardt stated that SVTA had not received the latest batch of reimbursements from the Florida Department of Transportation (FDOT), which made it look like the Authority had overspent.

Brief discussion ensued on expenses, reimbursements, and that eleven vehicles were slated for approval through the State, seven of which were already on order.

BOARD MEMBER ITEMS:

The fifth item on the agenda was to hear a hiring update for the Administrator.

Chairman Hale made sure that all members had a copy of the contract with Mrs. Kennon and noted the negotiations. Mrs. Kennon was ready to work, starting on May 20.

Commissioner Phillips moved to approve a contract with Candice Kennon as SVTA Administrator, assuming her background check was passed. Commissioner Roberson seconded, and the motion carried unanimously (5-0).

BOARD ATTORNEY ITEMS:

There were none.

DISCUSSION AND ACTION ITEMS:

The sixth item on the agenda was to approve Comp Time Policy #2015-002 Update.

Mrs. Fortner stated that the amounts had changed and suggested using Comp Time within three months instead of the 30 days as required now.

Some discussion ensued on the number of days to extend the use of Comp Time and uses for it.

Commissioner Phillips moved to approve Comp Time Policy #2015-002 Update with a 45-day window to use it. Commissioner Murphy seconded, and the motion carried unanimously (5-0).

The seventh item on the agenda was to approve Budget Policy #2015-001 v. 2.0.

Commissioner Murphy moved to approve Budget Policy #2015-001 v. 2.0. Commissioner Brown seconded, and the motion carried unanimously (5-0).

The eighth item on the agenda was to approve a Shirley Conroy Grant Application – Resolution #2024-05.

Mrs. Marquardt stated that SVTA was applying for a new vehicle and new computers for the office. The grant could be used for anything that directly supported transportation of passengers; computers were used for passenger scheduling purposes and fit the criteria.

Commissioner Murphy moved to approve a Shirley Conroy Grant Application – Resolution #2024-05. Commissioner Roberson seconded, and the motion carried unanimously (5-0).

GENERAL BUSINESS:

The ninth item on the agenda was additional agenda items.

There were none.

The tenth item on the agenda was Board Members’ Inquiries, Requests, and Comments.

Some discussion ensued on incoming Administrator Kennon.

ADJOURNMENT:

Commissioner Murphy 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 6:48 p.m.

Approved and adopted the _____ day of _____, 2024

Eric Musgrove
Secretary to the Board

Don Hale
Chair, Board of Directors

9:49 AM

Suwannee Valley Transit Authority

Profit & Loss

06/03/24

October 2023 through May 2024

Accrual Basis

	Oct '23 - May 24
Ordinary Income/Expense	
Income	
Medwaiver	79,725.24
0582060 · CDC+	7,186.13
0683050 · Bank Interest	10,753.58
1780140 · Operational Donations	7,532.27
2484200 · Vehicle Repairs Done By Mainten	795.58
2884105 · Ryan White - Well Florida	105.42
3080000 · Voc Rehab - Lake City	3,619.42
3182020 · SREC Meals	14,583.31
4000 · Sources of Funds	
4300 · Local Government Funds	98,776.35
4630 · Sales & Disposals of Assets	5,008.34
Total 4000 · Sources of Funds	103,784.69
4100 · Directly Generated Funds	
4110 · Passenger Fares	20,822.93
Total 4100 · Directly Generated Funds	20,822.93
4240 · Motor Fuel Tax Refund	2,665.40
4500.1 · 5311-FTA Rural Area	
5311 G1M75, G1M76, G1M77	204,073.96
CRRSAA - G2B42	215,222.92
Total 4500.1 · 5311-FTA Rural Area	419,296.88
4500.2b · 5310 FTA Enhanced Mobility	
G2704 · 5310 · G2704	55,647.00
Total 4500.2b · 5310 FTA Enhanced Mobility	55,647.00
83080 · TD Commision-Operating	220,609.38
Total Income	947,127.23
Expense	
Administration Expenses	
95010 · Administration Wages	6,227.46
95025 · Admin Fringes	
95020 · Admin FICA	352.13
95070 · Admin Medicare	82.36
Total 95025 · Admin Fringes	434.49
Total Administration Expenses	6,661.95
Bank Charges	32.00
Operation Expenses	
Operations FICA	575.21
Operations Medicare	130.96
66000 · Payroll Expenses	
66010 · Payroll Fees	233.90
Total 66000 · Payroll Expenses	233.90
96010 · Office Supplies	
0796010 · Office Supplies - TD	342.76
1296010 · Office Supplies - 5311	342.76
Total 96010 · Office Supplies	685.52

9:49 AM

Suwannee Valley Transit Authority

Profit & Loss

06/03/24

October 2023 through May 2024

Accrual Basis

	Oct '23 - May 24
97042 · Accounting	
0797042 · Accounting and Auditing - TD	15,350.00
1297042 · Accounting and Auditing - 5311	15,350.00
	<hr/>
Total 97042 · Accounting	30,700.00
Total Operation Expenses	32,325.59
Shop Expenses	
90015 · Shop Wages	5,327.20
90024 · Shop Fringes	
90022 · Shop FICA	317.11
90075 · Shop Medicare	74.17
	<hr/>
Total 90024 · Shop Fringes	391.28
Total Shop Expenses	5,718.48
Transportation	
Transportation FICA	849.09
Transportation Medicare	198.60
90000 · Transportation Wages	13,988.43
	<hr/>
Total Transportation	15,036.12
0795032 · Retirement Contributions	-775.53
5000 · Operating Expenses	
5010 · Labor	
5011 · Salary & Wages	
5011.1 · Operations Salary & Wages	416,749.48
5011.2 · Maintenance Salary & Wages	90,047.42
5011.4 · General Admin-Salary & Wages	59,458.26
	<hr/>
Total 5011 · Salary & Wages	566,255.16
Total 5010 · Labor	566,255.16
5015 · Fringe Benefits	
5015.1 · Employment Taxes	
5015.12 · Federal Taxes	
5015121 · Federal-Operations	17,751.06
5015122 · Federal-Maintenance	4,376.80
5015124 · Federal-General Administration	2,410.61
	<hr/>
Total 5015.12 · Federal Taxes	24,538.47
5015.13 · Medicare Taxes	
5015131 · Medicare-Operations	5,941.60
5015132 · Medicare-Maintenance	1,251.50
5015134 · Medicare-General Admin	732.47
	<hr/>
Total 5015.13 · Medicare Taxes	7,925.57
5015.14 · Social Security Taxes	
5015141 · Social Security-Operations	8,160.02
5015142 · Social Security-Maintenance	1,525.80
5015144 · Social Security-General Admin	805.32
	<hr/>
Total 5015.14 · Social Security Taxes	10,491.14
Total 5015.1 · Employment Taxes	42,955.18
5015.21 · Medical-Health Expenses	
5015211 · Medical-Operations	77,758.21
5015212 · Medical-Maintenance	14,209.74
5015214 · General Admin-Health	12,630.88
5015.21 · Medical-Health Expenses - Other	200.00
	<hr/>
Total 5015.21 · Medical-Health Expenses	104,798.83

9:49 AM

Suwannee Valley Transit Authority

Profit & Loss

06/03/24

October 2023 through May 2024

Accrual Basis

	Oct '23 - May 24
5015.22 · Dental & Vision-Health Expenses	
5015221 · Dental & Vision - Operations	2,114.35
5015222 · Dental & Vision - Maintenance	415.38
5015224 · Dental & Vision - General Admin	198.98
Total 5015.22 · Dental & Vision-Health Expenses	2,728.71
5015.23 · TransAmerica-Health Expenses	
5015231 · TransAmerica-Operations	1,727.97
5015232 · TransAmerica-Maintenance	704.76
5015234 · TransAmerica-General Admin	234.51
Total 5015.23 · TransAmerica-Health Expenses	2,667.24
5015.24 · Aflac - Health Expense	
5015241 · Aflac-Operations	1,405.80
5015242 · Aflac - Maintenance	372.00
5015244 · Aflac - General Administration	4,144.67
Total 5015.24 · Aflac - Health Expense	5,922.47
5015.25 · Liberty National-Health Expense	
5015251 · Liberty National-Operations	-653.59
5015252 · Liberty National-Maintenance	-181.39
5015254 · Liberty National-General Admin.	11.86
Total 5015.25 · Liberty National-Health Expense	-823.12
5015.3 · Retirement Costs/Pension Plans	
5015.31 · Retirement/Pension-Operations	48,415.66
5015.32 · Retirement/Pension-Maintenance	11,757.82
5015.34 · Retirement/Pension-General Admi	22,079.37
Total 5015.3 · Retirement Costs/Pension Plans	82,252.85
5015.4 · Other Fringe Benefits	
5015.41 · Other Fringe Benefits-Operation	580.96
5015.42 · Other Fringe Benefits-Maint	3,107.88
Total 5015.4 · Other Fringe Benefits	3,688.84
Total 5015 · Fringe Benefits	244,191.00
5020 · Services	
5020.1 · Drug & Alcohol Screenings	1,351.00
5020.10 · Pest Control	514.00
5020.11 · Custodial Services	4,130.00
5020.12 · Shredding Services	444.09
5020.13 · Generator Services	998.00
5020.15 · Fire Extinguisher Services	1,317.80
5020.16 · Lawn Maintenance	600.00
5020.2 · Background Screenings	624.59
5020.3 · Medical Examination	1,650.00
5020.4 · Legal Services	9,450.00
5020.5 · Board Secretary	1,800.00
5020.6 · Information Technology	14,700.00
5020.7 · Web Services	23.17
5020.8 · Towing	1,250.00
5020.9 · Finance & Accounting Services	
5020.91 · Payroll Services	4,768.16
Total 5020.9 · Finance & Accounting Services	4,768.16
Total 5020 · Services	43,620.81

9:49 AM

Suwannee Valley Transit Authority

Profit & Loss

October 2023 through May 2024

06/03/24

Accrual Basis

	Oct '23 - May 24
5030 · Materials and Supplies	
5031 · Fuel & Lubricants	
5031.1 · Fuel & Lubricants-Revenue Vehic	87,505.01
Total 5031 · Fuel & Lubricants	87,505.01
5031.2 · Fuel & Lubricants-Non Revenue V	24.95
5032 · Tires & Tubes Expense	
5032.1 · Tires and Tubes-Revenue Vehicle	872.75
5032 · Tires & Tubes Expense - Other	4,373.34
Total 5032 · Tires & Tubes Expense	5,246.09
Total 5030 · Materials and Supplies	92,776.05
5039 · Other Materials and Supplies	
5039.2 · Vehicle Maintenance	
5039.2b · Vehicle Maint & Repair	
50392b1 · Parts	12,671.20
5039.2b · Vehicle Maint & Repair - Other	-60.20
Total 5039.2b · Vehicle Maint & Repair	12,611.00
Total 5039.2 · Vehicle Maintenance	12,611.00
5039.3 · Facility Maintenance	
5039.3e · Materials & Supplies - Maint.	
50393e1 · Janitorial Supplies	542.35
Total 5039.3e · Materials & Supplies - Maint.	542.35
50393e4 · Facility Maintenance Supplies	155.72
5039.3 · Facility Maintenance - Other	3,478.72
Total 5039.3 · Facility Maintenance	4,176.79
5039.4 · General Admin Other Mat. & Supp	
5039.4F · Office Supplies	
50394F1 · Postage	1,015.77
5039.4F · Office Supplies - Other	3,326.57
Total 5039.4F · Office Supplies	4,342.34
Total 5039.4 · General Admin Other Mat. & Supp	4,342.34
5039.4g · Misc. Office "Supplies"	1,103.79
50392b2 · Shop Supplies	5,350.65
Total 5039 · Other Materials and Supplies	27,584.57
5040 · Utilities	
5040.2 · Electricity	6,028.90
5040.21 · Propane & Gas for Bldg	1,724.84
5040.22 · Water	2,268.35
5040.23 · Telephone	9,747.30
5040.26 · Internet	5,874.20
5040.27 · Cell Phones	4,693.87
Total 5040 · Utilities	30,137.46
5050 · Casualty and Liability Costs	98,988.00
5060 · Taxes	228.55

9:49 AM
06/03/24
Accrual Basis

Suwannee Valley Transit Authority
Profit & Loss
October 2023 through May 2024

	<u>Oct '23 - May 24</u>
5090 · Miscellaneous Expenses	
5090.12 · Travel & Training - Operations	698.24
5090.41 · Dues & Subscriptions	6,134.10
5090.42 · Travel & Training - General Adm	1,185.86
5090.44 · Entertainment Expense	1,298.60
5090.46 · Fines & Penalties	82.58
5090.47 · Bad Debt Expense	335.93
5090.48 · Advertisements	652.87
	<hr/>
Total 5090 · Miscellaneous Expenses	10,388.18
5220 · Operating Lease Expenses	
5220.1 · Postage Lease Expense	264.00
5220.2 · Water Cooler Lease Expense	245.00
5220.3 · Parking Lease Expense	900.00
5220.4 · Copier - Lease	2,332.14
	<hr/>
Total 5220 · Operating Lease Expenses	3,741.14
90010 · Operations Wages	9,405.98
	<hr/>
Total 5000 · Operating Expenses	1,127,316.90
5200 · Reconciliation Discrepancies	273.87
6000 · Capital Expenses	
6300 · Administrative Buildings	17,343.78
6400 · Maintenance Buildings	61,830.00
6500 · Revenue Vehicles	154,219.00
6800 · Communication/Info Systems	24,142.74
6900 · Other Capital Expenses	21,277.64
	<hr/>
Total 6000 · Capital Expenses	278,813.16
98020 · Building Expenses	350.99
	<hr/>
Total Expense	1,465,753.53
	<hr/>
Net Ordinary Income	-518,626.30
	<hr/>
Net Income	<u><u>-518,626.30</u></u>

NAME : Teresa Fortner
 DATE EMPLOYED: 12/29/1995
 FOR THE YEAR 2024 EMPLOYEE # 102

BEGINNING BALANCE														17.65	110.71			6.5	0				
PAY PERIOD DATES														PTO			ANNUAL LEAVE			COMP TIME			Comp Hours
SAT	SUN	MON	TUES	WEDS	THUR	FRI	SAT	SUN	MON	TUES	WEDS	THUR	FRI	EARN	USED	BAL	EARN	USED	BAL	EARN	USED	BAL	Unable to use
									8H					5.75	0.00	23.40	6.50	0.00	117.21				0.00
		8H												3.75	0.00	27.15	6.50	0.00	123.71				0.00
		8H												3.75	0.00	30.90	6.50	0.00	130.21			5.10	5.10
														3.75	0.00	34.65	6.50	0.00	136.71			14.46	19.56
									8H					3.75	0.00	38.40	6.50	0.00	143.21			10.29	29.85
														3.75	0.00	42.15	6.50	0.00	149.71			7.67	37.52
														3.75	0.00	45.90	6.50	0.00	156.21			12.26	49.78
									8C					3.75	0.00	49.65	6.50	0.00	162.71			0.00	25.76
														3.75	0.00	53.40	6.50	0.00	169.21			6.58	32.34
														3.75	0.00	57.15	6.50	12.20	163.51			0.00	32.33
														3.75	0.00	60.90	6.50		170.01				0.01
														3.75	0.00	64.65	6.50		176.51				0.01
														3.75	0.00	68.40	6.50		183.01				0.01
														3.75	0.00	72.15	6.50		189.51				0.01
														3.75	0.00	75.90	6.50		196.01				0.01
														3.75	0.00	79.65	6.50		202.51				0.01
														3.75	0.00	83.40	6.50		209.01				0.01
														3.75	0.00	87.15	6.50		215.51				0.01
														3.75	0.00	90.90	6.50		222.01				0.01
														3.75	0.00	94.65	6.50		228.51				0.01
														3.75	0.00	98.40	6.50		235.01				0.01
														3.75	0.00	102.15	6.50		241.51				0.01
														3.75	0.00	105.90	6.50		248.01				0.01
														3.75	0.00	109.65	6.50		254.51				0.01
														3.75	0.00	113.40	6.50		261.01				0.01
														3.75	0.00	117.15	6.50		267.51				0.01
														3.75	0.00	117.15	6.50		267.51				0.01
BALANCE END OF YEAR														99.50	0.00	117.15	169.00	12.20	267.51	56.36	56.35	0.01	29.85

COMMENTS:

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

Shirley Conroy Rural Area Capital Assistance Grant Application
Resolution # 2024-06

A RESOLUTION of the Suwannee Valley Transit Authority, hereinafter BOARD, hereby authorizes the execution of a Transportation Disadvantaged Shirley Conroy Rural Area Capital Assistance Grant Agreement with the Florida Commission for the Transportation Disadvantaged.

WHEREAS, this BOARD is eligible to receive a Transportation Disadvantaged Shirley Conroy Rural Area Capital Assistance 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 Kennon to execute the grant agreement, amendments, warranties, certifications, and any other documents 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 Kennon.
The Registered Agent's address is 1907 Voyles Street SW, Live Oak, FL 32064.

DULY PASSED AND ADOPTED THIS 10th DAY OF June 2024.

BOARD OF Suwannee Valley Transit Authority

(Signature of Chairperson)

Don Hale
(Typed name of Chairperson)

ATTEST:

Signature_____



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

SECTION 5339 GRANT

RESOLUTION #: 2024-07

A **RESOLUTION** of the Suwannee Valley Transit Authority authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of Transportation, the acceptance of a grant award from the Florida Department of Transportation, and the purchase of vehicles and/or equipment and/or expenditure of grant funds pursuant to a grant award.

WHEREAS Suwannee Valley Transit Authority has the authority to apply for, accept grants, and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended.

NOW, THEREFORE, BE IT RESOLVED BY Suwannee Valley Transit Authority FLORIDA:

This resolution applies to Federal Program(s) under U.S.C. Section(s) 5339.

The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.

Suwannee Valley Transit Authority Board Appointed Administrator, Candice Kennon, or their duly appointed successor in title is hereby designated and authorized to, on behalf of the Application, sign and submit application(s) and all required supporting documents, give all required certifications and assurances, accept grant award(s), purchase vehicles/equipment, and/or expend grant funds pursuant to a grant award from and execute and administer related joint participation agreement(s) with the Florida Department of Transportation, purchase vehicles/equipment and expend grant funds pursuant to a grant award, unless and until this authorization is specifically rescinded.

DULY PASSED AND ADOPTED THIS 10th day of June 2024

By: _____

Don Hale, Chairperson

ATTEST: _____

(Stamp corporate seal here :)

Eric Musgrove, Secretary



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

SECTION 5311 GRANT

RESOLUTION #: 2024-08

A RESOLUTION of the Suwannee Valley Transit Authority authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of Transportation, the acceptance of a grant award from the Florida Department of Transportation, and the purchase of vehicles and/or equipment and/or expenditure of grant funds pursuant to a grant award.

WHEREAS, Suwannee Valley Transit Authority has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

NOW, THEREFORE, BE IT RESOLVED BY THE Suwannee Valley Transit Authority, FLORIDA:

This resolution applies to the Federal Program under U.S.C. Section 5311.

The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.

Suwannee Valley Transit Authority Board Administrator Candice Kennon, or their duly appointed successor in title, is hereby designated and authorized to, on behalf of the Application, sign and submit application(s) and all required supporting documents, give all required certifications and assurances, accept grant award(s), purchase vehicles/equipment, and/or expend grant funds pursuant to a grant award from and execute and administer related joint participation agreement(s) with the Florida Department of Transportation, purchase vehicles/equipment and expend grant funds pursuant to a grant award, unless and until this authorization is specifically rescinded.

DULY PASSED AND ADOPTED THIS 10th day of June 2024

By: _____

Don Hale, Chairperson

ATTEST: _____

(Stamp corporate seal here :)

Eric Musgrove, Secretary



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

SECTION 5310 GRANT

RESOLUTION #: 2024-09

A RESOLUTION of the Suwannee Valley Transit Authority authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of Transportation, the acceptance of a grant award from the Florida Department of Transportation, and the purchase of vehicles and/or equipment and/or expenditure of grant funds pursuant to a grant award.

WHEREAS, Suwannee Valley Transit Authority has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

NOW, THEREFORE, BE IT RESOLVED BY THE Suwannee Valley Transit Authority, FLORIDA:

This resolution applies to the Federal Program under U.S.C. Section 5310.

The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.

Suwannee Valley Transit Authority Board Appointed Administrator, Candice Kennon, or their duly appointed successor in title is hereby designated and authorized to, on behalf of the Application, sign and submit application(s) and all required supporting documents, give all required certifications and assurances, accept grant award(s), purchase vehicles/equipment, and/or expend grant funds pursuant to a grant award from and execute and administer related joint participation agreement(s) with the Florida Department of Transportation, purchase vehicles/equipment and expend grant funds pursuant to a grant award, unless and until this authorization is specifically rescinded.

DULY PASSED AND ADOPTED THIS 10th day of June 2024

By: _____

Don Hale, Chairperson

ATTEST: _____

(Stamp corporate seal here :)

Eric Musgrove, Secretary



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

Trip & Equipment Grant

RESOLUTION #: 2024-10

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 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 Kennon.

The Registered Agent's address is 1907 Voyles Street SW, Live Oak, FL 32060.

DULY PASSED AND ADOPTED THIS 10th DAY OF June 2024.

By: _____

Don Hale, Chairperson

ATTEST: _____

(Stamp corporate seal here :)

Eric Musgrove, Secretary



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

OFF-CYCLE SECTION 5311 GRANT

RESOLUTION #: 2024-11

A **RESOLUTION** of the Suwannee Valley Transit Authority authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of Transportation, the acceptance of a grant award from the Florida Department of Transportation, and the purchase of vehicles and/or equipment and/or expenditure of grant funds pursuant to a grant award.

WHEREAS, Suwannee Valley Transit Authority has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

NOW, THEREFORE, BE IT RESOLVED BY THE Suwannee Valley Transit Authority, FLORIDA:

This resolution applies to the Federal Program under U.S.C. Section 5311.

The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.

Candice Kennon, Administrator, is authorized to sign the application, accept a grant award, purchase vehicles/equipment, and/or expend grant funds pursuant to a grant award unless specifically rescinded.

DULY PASSED AND ADOPTED THIS 10th day of June 2024

By:

Signature, Chairperson of the Board

Don Hale, Chairperson

Typed Name and Title

ATTEST:

(Stamp corporate seal here :)

(Original Signature, Clerk/Secretary)

Eric Musgrove, Secretary

