



**TENTATIVE AGENDA FOR
DECEMBER 9, 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. November 4, 2024, Regular Meeting Pages 1-4 Don Hale

PUBLIC CONCERNS AND COMMENTS - 3 Minute Limit

CONSENT

2. Adoption of Resolution #2024-17 5310 Grant Application Page 5
3. Adoption of Resolution #2024-14 5311 Grant Application Page 6
4. Adoption of Resolution #2024-15 5311 Grant Application Page 7
5. Adoption of Resolution #2024-16 5311 Grant Application Page 8
6. Adoption of Resolution #2024-13 5339 Grant Application Page 9

TIME SPECIFIC ITEMS

STAFF ITEMS

7. Accumulated Comp-Hurricane Debby/Helene Pages 10-12 Cinda Foster &
8. Financial Update Pages 13-18 Monica Marquardt

BOARD MEMBER ITEMS

BOARD ATTORNEY ITEMS

DISCUSSION AND ACTION ITEMS

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



GENERAL BUSINESS

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

Upcoming meeting: TBD, 2025, at 6:00 P.M.

****TENTATIVE**2025 Meeting Schedule**

- January 13th**
- February 10th**
- March 10th**
- April 14th**
- May 12th**
- June 9th**
- July 14th**
- August 11th**
- September 8th**
- October 6th**
- November 10th**
- December 8th**



**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 led 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, and Robert Brown. Commissioners Robby Roberson and Travis Land were not present.

Also present were Board Secretary Eric Musgrove, SVTA Administrator Candice Kennon, and SVTA employees Cinda Foster, Monica Marquardt, and Nick Furst.

APPROVAL OF MINUTES:

The first item on the agenda was to approve the minutes of the September 9, 2024 Regular Meeting.

Commissioner Brown moved to approve the minutes of the September 9, 2024 Regular Meeting as written. Commissioner Phillips seconded, and the motion carried unanimously (4-0).

PUBLIC CONCERNS AND COMMENTS:

There were none.

CONSENT:

There were none.

TIME SPECIFIC ITEMS:

There were none.

STAFF ITEMS:

The second item on the agenda was to discuss accumulated comp time from Hurricanes Helene and Milton.

Mrs. Foster noted that there were several employees who were working to drop the hours down to zero that they had received during the recent hurricanes.

Discussion ensued on hurricane-related reimbursements, that FEMA would only reimburse overtime, not comp time, and there were minimum expenses that SVTA did not meet during Debby, Helene, and Milton.

Commissioner Murphy asked for a breakdown of how much the storms had cost SVTA in extra expenses, even if some or all of it was reimbursable.

The third item on the agenda was Check Writes.

Mrs. Foster noted that the check writes for September and October were in the agenda packet, plus there was an additional payroll for a worker who had been injured. She noted the purchase of computer equipment, a new bus, bus repairs, insurance expenses, and a new shop door (which would be reimbursed by FEMA).

The fourth item on the agenda was Profit & Loss.

Mrs. Marquardt noted documentation in the agenda package from the previous and current fiscal years. She added that there would be some grant reimbursement for some of the equipment, once everything had been installed and all paperwork submitted.

Discussion ensued on selling some of the older vehicles or dropping their insurance.

BOARD MEMBER ITEMS:

There were none.

BOARD ATTORNEY ITEMS:

There were none.

DISCUSSION AND ACTION ITEMS:

The fifth item on the agenda was to schedule 2025 meeting dates (to be advertised in the *Lake City Reporter* and *Riverbend News*).

Chairman Hale noted the 2025 calendar with the dates highlighted. All were the second Monday of the month except for October, which would be the first Monday.

Some discussion ensued on the meeting dates and that a final decision would be made at the next meeting, when there would be some new SVTA board members.

GENERAL BUSINESS:

The sixth item on the agenda was for Secretary Eric Musgrove to follow up on the procurement threshold for the administrator.

Secretary Musgrove noted that he had researched the minutes from the years since he had become secretary in 2015. The latest discussion of a procurement threshold for the administrator that he could find was in the minutes of September 17, 2018, in which the Board had updated the Procurement Policy to allow Administrator approvals for purchases of up to \$15,000 (replacing the previous \$5,000 threshold), with Board approval required for anything higher. The minutes noted that the change to \$15,000 had brought SVTA's policy in line with Suwannee County's procurement policy.

Mrs. Marquardt noted that the previous administrator had signed off on higher amounts and there were also times such as payroll, the purchase of vehicles, etc. in which the administrator would not be able to sign off. She suggested that the policy be updated to authorize the administrator to sign off for certain items, especially ones that had already been authorized by the SVTA Board, as the State required SVTA to pay vendors within 5 days.

Much discussion ensued on the current procurement policy as written versus the intent of the Board, the drastic increase in prices since the policy was last adjusted in 2018, and new State requirements that made rapid vendor payment necessary.

The Board agreed to have the procurement policy reworded to follow ordinary business practices and allow the administrator the authority to properly conduct business, to be presented at the regular meeting in January.

It was agreed that payroll, insurance, and insurance claims were part of conducting business and not a “purchase”.

The seventh item on the agenda was additional agenda items.

There were none.

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

There were none.

The ninth item on the agenda was Administrator’s comments.

Administrator Kennon discussed recent major purchases, new routes that had necessitated hiring of new drivers, and her hiring of a part-time assistant.

Discussion ensued on GIS mapping during the recent hurricanes and suggested using the same company for public transportation needs.

Administrator Kennon discussed holding SVTA workshops to review various grants.

The Board thanked Commissioner Brown for his twelve years of service to SVTA and to Hamilton County, as this was his last meeting before retiring.

ADJOURNMENT:

Commissioner Phillips moved to adjourn the meeting. Commissioner Murphy seconded, and the motion carried unanimously (4-0).

There being no further business to discuss, the meeting adjourned at 6:47 p.m.

Approved and adopted the _____ day of _____, 2024

Eric Musgrove
Secretary to the Board

Don Hale
Chair, Board of Directors

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

SECTION 5310 GRANT

RESOLUTION #: 2024-17

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.

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

DULY PASSED AND ADOPTED THIS December 9, 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 #: 2024-14

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 December 9, 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 #: 2024-15

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 December 9, 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 #: 2024-16

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 *December 9, 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 5339 GRANT

RESOLUTION #: 2024-13

AREOLUTION 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 *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.

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 *December 9, 2024*

By: _____

Don Hale, Chairperson

ATTEST: _____

(Stamp corporate seal here :)

Eric Musgrove, Secretary



NAME : Christine Bolyard		FOR THE YEAR 2024		EMPLOYEE # 124		BEGINNING BALANCE		39.05		62.05		3.75		0		Lost Comp	
DATE EMPLOYED: 04/09/2014								PTO		ANNUAL LEAVE		COMP TIME					
PAY PERIOD DATES	SAT	SUN	MON	TUES	WEDS	THUR	FRI	EARN	USED	BAL	EARN	USED	BAL	EARN	USED	BAL	
12/16/23-12/29/2023								3.75	0.00	42.80	3.75	0.00	65.80				
12/30-1/12		8H						3.75	0.00	46.55	3.75	0.00	69.55				
1/13-1/26		8H						3.75	0.00	50.30	3.75	0.00	73.30				
1/27-2/9								3.75	0.00	54.05	3.75	0.00	77.05				
2/10-2/23						4PTO		3.75	12.00	45.80	3.75	0.00	80.80				
2/24-3/8								3.75	0.00	49.55	3.75	0.00	84.55				
3/9-3/22								3.75	0.00	53.30	3.75	0.00	88.30				
3/23-4/5								3.75	4.00	53.05	3.75	40.00	52.05				
4/6-4/19				10yr				3.75	0.00	56.80	5.50	0.00	57.55				
4/20-5/3		1PTO						3.75	9.00	51.55	5.50	0.00	63.05				
5/4-5/17								3.75	0.00	55.30	5.50	24.00	44.55				
5/18-5/31								3.75	3.94	55.11	5.50	0.00	50.05				
6/1-6/14								3.75	0.00	58.86	5.50	0.00	55.55				
6/15-6/28								3.75	0.00	62.61	5.50	0.00	61.05				
6/29-7/12						8PTO		3.75	8.00	58.36	5.50	0.00	66.55				
7/13-7/26								3.75	0.00	62.11	5.50	0.00	72.05				
7/27-8/9						8AL		3.75	0.00	65.86	5.50	0.00	77.55	4.50	0.00	4.50	
8/10-8/23								3.75	0.00	69.61	5.50	0.00	83.05	0.00	0.00	4.50	
8/24-9/6								3.75	0.00	73.36	5.50	0.00	88.55	0.00	0.00	4.50	
9/7-9/20								3.75	0.00	77.11	5.50	0.00	94.05	5.75	0.00	10.25	
9/21-10/4						8AL		3.75	0.00	80.86	5.50	0.00	99.55	21.12	8.00	23.37	
10/5-10/18						8AL		3.75	0.00	84.61	5.50	0.00	105.05	1.53	0.00	24.90	
10/19-11/1								3.75	0.00	88.36	5.50	0.00	110.55	0.00	0.00	24.90	
11/2-11/15						8H		3.75	0.00	92.11	5.50	0.00	116.05	2.93	0.00	27.83	
11/16-11/29								3.75		95.86	5.50		121.55			27.83	
11/30-12/13								3.75		99.61	5.50		127.05			27.83	
BALANCE END OF YEAR:																	
								97.50	36.94	99.61	129.00	64.00	127.05	35.83	8.00	27.83	0

COMMENTS:
 8/5-8/7/2024 HURRICANE DEBBY
 9/26,27 and 30th Hurricane Helene
 10/10/24 Hurricane Milton
 Cannot carry comp time over

NAME : Jeff Jones

FOR THE YEAR 2024

EMPLOYEE # 110

DATE EMPLOYED: 9-6-2016

PAY PERIOD DATES	SAT	SUN	MON	TUES	WEDS	THUR	FRI	SAT	SUN	MON	TUES	BEGINNING BALANCE			235.67			225.58			3.75			0			Lost hours				
												SICK LEAVE			ANNUAL LEAVE			COMP TIME													
												EARN	USED	BAL	EARN	USED	BAL	EARN	USED	BAL	EARN	USED	BAL	EARN	USED	BAL					
12/16/23-12/29/2023			8H				8H			8H	8A	8A	8A	0.00	0.00	239.42	3.75	32.00	197.33												
12/30-1/12			8H											3.75	0.00	243.17	3.75	0.00	201.08												
1/13-1/26			8H			6.95PTO								3.75	6.95	239.97	3.75	0.00	204.83												
1/27-2/9														3.75	0.00	243.72	3.75	0.00	208.58												
2/10-2/23										8H				3.75	3.80	243.67	3.75	0.00	212.33												
2/24-3/8														3.75	0.00	247.42	3.75	0.00	216.08												
3/9-3/22														3.75	0.00	251.17	3.75	0.00	219.83												
3/23-4/5														3.75	0.00	254.92	3.75	0.00	223.58												
4/6-4/19										8PTO				3.75	0.00	258.67	3.75	0.00	227.33												
4/20-5/3										5.5PTO				3.75	10.05	248.62	3.75	0.00	227.33												
5/4-5/17														3.75	5.50	246.87	3.75	0.00	231.08												
5/18-5/31														3.75	26.20	224.42	3.75	0.00	234.83												
6/1-6/14										8H				3.75	8.00	220.17	3.75	0.00	238.58												
6/15-6/28														3.75	0.00	223.92	3.75	0.00	242.33												
6/29-7/12														3.75	0.00	227.67	3.75	0.00	246.08												
7/13-7/26														3.75	6.00	225.42	3.75	0.00	249.83												
7/27-8/9														3.75	0.00	229.17	3.75	80.00	173.58												
8/10-8/23										8AL	8AL	1.75PTO	3.98PTO	3.75	5.73	227.19	3.75	0.00	177.33												
8/24-9/6														3.75	0.00	230.94	3.75	0.00	181.08												
9/7-9/20										8H				3.75	0.00	234.69	3.75	0.00	184.83												
9/21-10/4														3.75	0.00	238.44	3.75	0.00	188.58												
10/5-10/18										8AL				3.75	0.00	242.19	3.75	0.00	192.33												
10/19-11/1										8H				3.75	0.00	245.94	3.75	0.00	196.08												
11/2-11/15														3.75	0.00	249.69	3.75	0.00	199.83												
11/16-11/29										8H				3.75	0.00	253.44	3.75	0.00	203.58												
11/30-12/13														3.75	0.00	257.19	3.75	0.00	207.33												
														3.75	0.00	260.94	3.75	0.00	211.08												
BALANCE END OF YEAR:														97.50	72.23	260.94	97.50	112.00	211.08	60.86	34.60	26.26	26.26	26.26	26.26	26.26	26.26	26.26	0		

COMMENTS:

Comp time cannot be carried over

8/5-8/7/2024 HURRICANE DEBBY

9/26,27 and 30th Hurricane Helene

10/10/24 Hurricane Milton

10/21/2024 Postion Change

Suwannee Valley Transit Authority

Check Detail

October 26 through November 30, 2024

Type	Num	Date	Name	Paid Amount
Payroll Liability	Bank Draft	11/8/2024	Payroll	\$ (26,664.67)
Payroll Liability	Bank Draft	11/8/2024	Payroll Taxes	\$ (7,690.04)
Payroll Liability	Bank Draft	11/22/2024	Payroll	\$ (26,338.73)
Payroll Liability	Bank Draft	11//22	Payroll Taxes	\$ (7,700.41)
				\$ (68,393.85)
Bill Pmt -Check	Bank Draft	10/31/2024	Florida Retirement System	\$ (11,851.89)
Bill Pmt -Check	Bank Draft	11/01/2024	ADP, Inc	\$ (88.95)
Bill Pmt -Check	Bank Draft	11/01/2024	ADP, Inc	\$ (238.86)
Bill Pmt -Check	Bank Draft	11/01/2024	AFLAC	\$ (1,908.08)
Bill Pmt -Check	Bank Draft	11/01/2024	Guardian	\$ (517.34)
Bill Pmt -Check	Bank Draft	11/01/2024	TransAmerica	\$ (299.51)
Bill Pmt -Check	Bank Draft	11/01/2024	United Healthcare	\$ (10,466.44)
Bill Pmt -Check	Bank Draft	11/01/2024	Globe Life Liberty National Division	\$ (1,209.22)
Bill Pmt -Check	Bank Draft	11/04/2024	Pitney Bowes Bank Inc Purchase Power	\$ (100.00)
Bill Pmt -Check	Bank Draft	11/04/2024	Verizon Wireless	\$ (547.63)
Bill Pmt -Check	Bank Draft	11/04/2024	Verizon Wireless	\$ (865.97)
Bill Pmt -Check	Bank Draft	11/04/2024	FPL	\$ (667.14)
Bill Pmt -Check	Bank Draft	11/04/2024	Comcast (Fiber Opt Internet)	\$ (85.21)
Bill Pmt -Check	Bank Draft	11/04/2024	Comcast Business (Fiber Phones)	\$ (753.66)
Bill Pmt -Check	Bank Draft	11/05/2024	DMS-Division of Telecommunications(S	\$ (8.96)
Bill Pmt -Check	Bank Draft	11/11/2024	City of Live Oak	\$ (308.66)
Bill Pmt -Check	Bank Draft	11/15/2024	ADP, Inc	\$ (238.86)
Bill Pmt -Check	Bank Draft	11/29/2024	ADP, Inc	\$ (88.95)
Bill Pmt -Check	Bank Draft	11/29/2024	ADP, Inc	\$ (245.52)
Bill Pmt -Check	Debit Card	10/28/2024	Fieldprints	\$ (80.25)
Bill Pmt -Check	Debit Card	10/28/2024	Fieldprints	\$ (80.25)
Bill Pmt -Check	Debit Card	10/28/2024	Amazon.Com	\$ (27.45)
Bill Pmt -Check	Debit Card	10/29/2024	Office Depot	\$ (770.34)
Bill Pmt -Check	Debit Card	10/29/2024	Amazon.Com	\$ (62.07)
Bill Pmt -Check	Debit Card	10/29/2024	Amazon.Com	\$ (36.95)
Bill Pmt -Check	Debit Card	10/29/2024	Amazon.Com	\$ (53.90)
Bill Pmt -Check	Debit Card	11/07/2024	Harbor Freight	\$ (45.98)
Bill Pmt -Check	Debit Card	11/12/2024	Office Depot	\$ (128.39)
Bill Pmt -Check	Debit Card	11/12/2024	Publix	\$ (75.45)
Bill Pmt -Check	Debit Card	11/19/2024	eBay	\$ (160.45)
Bill Pmt -Check	Debit Card	11/21/2024	Amazon.Com	\$ (40.78)
Bill Pmt -Check	Debit Card	11/22/2024	Publix	\$ (19.22)
Bill Pmt -Check	21720	11/05/2024	Advance Auto Parts	\$ (28.20)
Bill Pmt -Check	21721	11/05/2024	Bennett's Glass Company, Inc.	\$ (345.44)
Bill Pmt -Check	21722	11/05/2024	First Federal Bank	\$ (470.76)
Bill Pmt -Check	21723	11/05/2024	Florida Department of Revenue-Reempl	\$ (129.18)

Suwannee Valley Transit Authority Check Detail

October 26 through November 30, 2024

Bill Pmt -Check	21724	11/05/2024	Foxster Opco LLC	\$	(1,372.99)
Bill Pmt -Check	21725	11/05/2024	Innovative Network, Inc	\$	(1,915.00)
Bill Pmt -Check	21726	11/05/2024	Pioneer Janitorial Service	\$	(590.00)
Bill Pmt -Check	21727	11/05/2024	Quill LLC	\$	(115.51)
Bill Pmt -Check	21728	11/05/2024	Seaman's Aqua Clean	\$	(35.00)
Bill Pmt -Check	21729	11/05/2024	Staples Advantage	\$	(222.62)
Bill Pmt -Check	21730	11/05/2024	Walt's Live Oak Ford	\$	(44.52)
Bill Pmt -Check	21731	11/05/2024	Walthall Oil Company	\$	(1,106.33)
Bill Pmt -Check	21732	11/05/2024	Byrd's Eye Roofing	\$	(12,951.00)
Bill Pmt -Check	21733	11/13/2024	Nations Bus Corp	\$	(107,006.00)
Bill Pmt -Check	21734	11/13/2024	Advance Auto Parts	\$	(403.92)
Bill Pmt -Check	21735	11/13/2024	Baya Urgent Care LLC	\$	(110.00)
Bill Pmt -Check	21736	11/13/2024	Felknor Electric, Inc	\$	(425.30)
Bill Pmt -Check	21737	11/13/2024	Jim Hinton Oil	\$	(4,870.15)
Bill Pmt -Check	21738	11/13/2024	McCrimon's Office Systems, Inc	\$	(182.00)
Bill Pmt -Check	21739	11/13/2024	Morrell's Home Furnishings	\$	(100.00)
Bill Pmt -Check	21740	11/13/2024	Rumberger, Kirk & Caldwell	\$	(250.00)
Bill Pmt -Check	21741	11/13/2024	Shred - it / Stericycle	\$	(68.00)
Bill Pmt -Check	21742	11/13/2024	Suwannee North Florida Sports Connec	\$	(34.24)
Bill Pmt -Check	21743	11/13/2024	Unifirst Corporation	\$	(180.98)
Bill Pmt -Check	21744	11/13/2024	Wainwright Airtight	\$	(3,500.00)
Bill Pmt -Check	21745	11/13/2024	G.W. Hunter, Inc.	\$	(3,112.24)
Check	21746	11/22/2024	Jenni Roberts	\$	(150.00)
Bill Pmt -Check	21747	11/26/2024	Innovative Network, Inc	\$	(1,591.20)
Bill Pmt -Check	21748	11/26/2024	Innovative Network, Inc	\$	(159.68)
Bill Pmt -Check	21749	11/26/2024	Innovative Network, Inc	\$	(1,915.00)
Bill Pmt -Check	21750	11/26/2024	A-1 Key & Lock	\$	(403.50)
Bill Pmt -Check	21751	11/26/2024	Acentria Insurance	\$	(19,282.00)
Bill Pmt -Check	21752	11/26/2024	Advance Auto Parts	\$	(676.91)
Bill Pmt -Check	21753	11/26/2024	Battery Distributors Southeast, Inc	\$	(387.82)
Bill Pmt -Check	21754	11/26/2024	Byrd's Eye Roofing	\$	(12,951.00)
Bill Pmt -Check	21755	11/26/2024	Eric Musgrove	\$	(550.00)
Bill Pmt -Check	21756	11/26/2024	Great American Financial Svcs.	\$	(595.38)
Bill Pmt -Check	21757	11/26/2024	Jim Hinton Oil	\$	(3,871.28)
Bill Pmt -Check	21758	11/26/2024	McCrimon's Office Systems, Inc	\$	(59.00)
Bill Pmt -Check	21759	11/26/2024	Quill LLC	\$	(38.97)
Bill Pmt -Check	21760	11/26/2024	Staples Advantage	\$	(10.19)
Bill Pmt -Check	21761	11/26/2024	Trademark Construction Group, Inc	\$	(15,090.75)
Bill Pmt -Check	21762	11/26/2024	O'Reilly Automotive, Inc.	\$	(306.16)
<u>Bill Pmt -Check</u>	<u>21763</u>	<u>11/27/2024</u>	<u>ABC Companies, Inc</u>	<u>\$</u>	<u>(141,711.00)</u>
			Total Checks	\$	(371,391.55)
			Total Paid Out	\$	(439,785.40)

Suwannee Valley Transit Authority

Profit & Loss

12/02/24

October through November 2024

Accrual Basis

	Oct - Nov 24
Ordinary Income/Expense	
Income	
0683050 · Bank Interest	2,581.53
4000 · Sources of Funds	
4100 · Directly Generated Funds	
4110 · Passenger Fares	
4111 · Passenger-Paid Fares	4,850.90
Total 4110 · Passenger Fares	4,850.90
4160 · Revenues Accrued PT Agreement	
4160.1 · CDC+	780.00
4160.2 · Medwaiver	14,915.07
4160.3 · Ryan White	78.00
4160.4 · SREC	2,083.33
Total 4160 · Revenues Accrued PT Agreement	17,856.40
Total 4100 · Directly Generated Funds	22,707.30
4300 · Local Government Funds	
4400 · State Government Funds	
4400.1 · Trip & Equipment	33,745.01
Total 4400 · State Government Funds	33,745.01
4300 · Local Government Funds - Other	12,603.60
Total 4300 · Local Government Funds	46,348.61
4500 · Federal Funds	
4500.1 · 5311-FTA Rural Area	141,711.00
4500.2 · 5310 FTA Enhanced Mobility G2704 · 5310 - G2704	-1,591.20
Total 4500.2 · 5310 FTA Enhanced Mobility	-1,591.20
4500.3 · 5339 Bus & Bus Facilities Funds	107,006.00
Total 4500 · Federal Funds	247,125.80
4630 · Sales & Disposals of Assets	4,995.69
Total 4000 · Sources of Funds	321,177.40
Total Income	323,758.93
Expense	
Shop Expenses	
91020 · Parts	
0791020 · Parts - TD	80.23
1291020 · Parts - 5311	80.22
Total 91020 · Parts	160.45
91540 · Shop Supplies	
0791540 · Shop Supplies - TD	22.99
1291540 · Shop Supplies - 5311	22.99
Total 91540 · Shop Supplies	45.98
Total Shop Expenses	206.43

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Accrual Basis

	Oct - Nov 24
5000 · Operating Expenses	
5010 · Labor	
5011 · Salary & Wages	
5011.1 · Operations Salary & Wages	77,656.62
5011.2 · Maintenance Salary & Wages	11,457.56
5011.4 · General Admin-Salary & Wages	11,017.54
Total 5011 · Salary & Wages	<u>100,131.72</u>
Total 5010 · Labor	100,131.72
5015 · Fringe Benefits	
5015.1 · Employment Taxes	
5015.12 · Federal Taxes	
5015121 · Federal-Operations	46.61
Total 5015.12 · Federal Taxes	46.61
5015.13 · Medicare Taxes	
5015131 · Medicare-Operations	1,098.47
5015132 · Medicare-Maintenance	157.45
5015134 · Medicare-General Admin	156.00
Total 5015.13 · Medicare Taxes	<u>1,411.92</u>
5015.14 · Social Security Taxes	
5015141 · Social Security-Operations	4,696.92
5015142 · Social Security-Maintenance	673.23
5015144 · Social Security-General Admin	667.06
Total 5015.14 · Social Security Taxes	<u>6,037.21</u>
Total 5015.1 · Employment Taxes	7,495.74
5015.21 · Medical-Health Expenses	
5015211 · Medical-Operations	20,883.18
5015212 · Medical-Maintenance	5,220.42
5015214 · General Admin-Health	5,220.72
5015.21 · Medical-Health Expenses - Other	75.00
Total 5015.21 · Medical-Health Expenses	<u>31,399.32</u>
5015.22 · Dental & Vision-Health Expenses	
5015221 · Dental & Vision - Operations	142.56
5015222 · Dental & Vision - Maintenance	44.48
5015224 · Dental & Vision - General Admin	22.24
Total 5015.22 · Dental & Vision-Health Expenses	<u>209.28</u>
5015.23 · TransAmerica-Health Expenses	
5015231 · TransAmerica-Operations	-71.12
5015232 · TransAmerica-Maintenance	-27.09
5015234 · TransAmerica-General Admin	-16.94
Total 5015.23 · TransAmerica-Health Expenses	<u>-115.15</u>
5015.24 · Aflac - Health Expense	
5015241 · Aflac-Operations	132.78
5015242 · Aflac - Maintenance	-90.76
5015244 · Aflac - General Administration	8.73
Total 5015.24 · Aflac - Health Expense	<u>50.75</u>
5015.25 · Liberty National-Health Expense	
5015251 · Liberty National-Operations	449.32
5015252 · Liberty National-Maintenance	136.46
5015254 · Liberty National-General Admin.	29.84
Total 5015.25 · Liberty National-Health Expense	<u>615.62</u>

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Accrual Basis

	Oct - Nov 24
5015.3 · Retirement Costs/Pension Plans	
5015.31 · Retirement/Pension-Operations	7,127.72
5015.32 · Retirement/Pension-Maintenance	926.07
5015.34 · Retirement/Pension-General Admi	875.08
Total 5015.3 · Retirement Costs/Pension Plans	8,928.87
5015.4 · Other Fringe Benefits	
5015.41 · Other Fringe Benefits-Operation	239.24
5015.42 · Other Fringe Benefits-Maint	298.96
Total 5015.4 · Other Fringe Benefits	538.20
Total 5015 · Fringe Benefits	49,122.63
5020 · Services	
5020.1 · Drug & Alcohol Screenings	134.00
5020.10 · Pest Control	564.48
5020.11 · Custodial Services	590.00
5020.12 · Shredding Services	68.00
5020.13 · Generator Services	249.00
5020.2 · Background Screenings	160.50
5020.3 · Medical Examination	110.00
5020.4 · Legal Services	250.00
5020.5 · Board Secretary	275.00
5020.6 · Information Technology	3,830.00
5020.9 · Finance & Accounting Services	
5020.91 · Payroll Services	901.14
Total 5020.9 · Finance & Accounting Services	901.14
Total 5020 · Services	7,132.12
5030 · Materials and Supplies	
5031 · Fuel & Lubricants	
5031.1 · Fuel & Lubricants-Revenue Vehic	15,627.88
Total 5031 · Fuel & Lubricants	15,627.88
5032 · Tires & Tubes Expense	
5032.1 · Tires and Tubes-Revenue Vehicle	534.76
Total 5032 · Tires & Tubes Expense	534.76
5030 · Materials and Supplies - Other	10.99
Total 5030 · Materials and Supplies	16,173.63
5039 · Other Materials and Supplies	
5039.2 · Vehicle Maintenance	
5039.2b · Vehicle Maint & Repair	
50392b1 · Parts	2,525.14
5039.2b · Vehicle Maint & Repair - Other	345.44
Total 5039.2b · Vehicle Maint & Repair	2,870.58
Total 5039.2 · Vehicle Maintenance	2,870.58
5039.3 · Facility Maintenance	
5039.3e · Materials & Supplies - Maint.	
50393e1 · Janitorial Supplies	92.02
5039.3e · Materials & Supplies - Maint. - Other	46.36
Total 5039.3e · Materials & Supplies - Maint.	138.38
50393e4 · Facility Maintenance Supplies	432.42
5039.3 · Facility Maintenance - Other	4,679.17
Total 5039.3 · Facility Maintenance	5,249.97

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Accrual Basis

	Oct - Nov 24
5039.4 · General Admin Other Mat. & Supp	
5039.4F · Office Supplies	
50394F1 · Postage	200.00
5039.4F · Office Supplies - Other	2,235.53
Total 5039.4F · Office Supplies	2,435.53
Total 5039.4 · General Admin Other Mat. & Supp	2,435.53
5039.4g · Misc. Office "Supplies"	40.78
5039.5 · Information Technology Material	159.68
50392b2 · Shop Supplies	176.28
Total 5039 · Other Materials and Supplies	10,932.82
5040 · Utilities	
5040.2 · Electricity	1,178.11
5040.21 · Propane & Gas for Bldg	420.00
5040.22 · Water	308.66
5040.23 · Telephone	1,867.39
5040.26 · Internet	849.63
5040.27 · Cell Phones	1,413.60
Total 5040 · Utilities	6,037.39
5050 · Casualty and Liability Costs	70,778.69
5090 · Miscellaneous Expenses	
5090.41 · Dues & Subscriptions	675.00
5090.44 · Entertainment Expense	283.73
5090.46 · Fines & Penalties	30.00
Total 5090 · Miscellaneous Expenses	988.73
5200 · Reconciling Items	
5280 · Extraordinary or Special Items	-14,412.97
Total 5200 · Reconciling Items	-14,412.97
5220 · Operating Lease Expenses	
5220.2 · Water Cooler Lease Expense	35.00
5220.3 · Parking Lease Expense	100.00
5220.4 · Copier - Lease	777.38
Total 5220 · Operating Lease Expenses	912.38
Total 5000 · Operating Expenses	247,797.14
6000 · Capital Expenses	
6300 · Administrative Buildings	15,090.75
6500 · Revenue Vehicles	248,717.00
6800 · Communication/Info Systems	2,745.98
Total 6000 · Capital Expenses	266,553.73
Total Expense	514,557.30
Net Ordinary Income	-190,798.37
Net Income	-190,798.37