

## **HABERSHAM COUNTY BOARD OF COMMISSIONERS**

### **EXECUTIVE SUMMARY**

**SUBJECT:** Habersham County Transit Grant Application

**DATE:** 10/5/2022

**BUDGET INFORMATION:**

ANNUAL-

CAPITAL-

☒ **RECOMMENDATION**

☐ **POLICY DISCUSSION**

☐ **STATUS REPORT**

☐ **OTHER**

**COMMISSION ACTION REQUESTED ON:** October 17, 2022

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**PURPOSE:** Recommend approval and authorize county Board of Commission Chair to sign all related documents of Georgia Department of Transportation Grant application for FY24.

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**BACKGROUND / HISTORY:** Habersham County Transit is provided a 5311 grant from the Georgia Department of Transportation. The Georgia Department of Transportation requires a reapplication for the grant every year. Habersham County has applied for and received this grant for over 20 years.

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**FACTS AND ISSUES:**

1. Habersham County Transit provides over 6400 trips per year including doctor appointments, shopping, work and education for the citizens of Habersham County.
2. The 5311 grant provides a 50% match with local funds for the operation of the Transit program.
3. Habersham County Transit offers a fully ADA compliant van for handicap patrons to schedule rides.

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**OPTIONS:**

- 1) Approve and authorize county Board of Commission Chair to sign all related documents of Georgia Department of Transportation Grant application for FY24.
- 2) Deny approval and authorization of county Board of Commission Chair to sign all related documents of Georgia Department of Transportation Grant application for FY24.
- 3) Other Commission defined option

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**RECOMMENDED SAMPLE MOTION:**

**Move to approve and authorize county Board of Commission Chair to sign all related documents of Georgia Department of Transportation Grant application for FY24.**

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**DEPARTMENT:**

Prepared by: Mike Bramlett

Director \_\_\_\_\_

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**ADMINISTRATIVE  
COMMENTS:**

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\_\_\_\_\_

\_\_\_\_\_  
County Manager

**DATE:** \_\_\_\_\_

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## Part C: Authorizing Resolution

The following two pages include an authorizing resolution that must be enacted by the governing body of the Applicant Organization and signed by the Chair of the County Commission, Mayor, or the head of the governing body as appropriate. Please complete the fillable fields on the resolution, then print and sign the designated fields. The authorizing resolution must be properly witnessed and notarized, including the date the notary's commission expires. The resolution should also be stamped with the notary seal as well as the seal of the county commission, city, or appropriate applicant jurisdiction. The certificate of the attesting officer must also be completed.

A scanned copy of the completed, signed, and notarized Authorizing Resolution should be submitted as an attachment with the full application package.

**RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE GEORGIA DEPARTMENT OF TRANSPORTATION AND THE UNITED STATES DEPARTMENT OF TRANSPORTATION FOR A GRANT FOR PUBLIC TRANSPORTATION ASSISTANCE UNDER TITLE 49 U.S.C., SECTION 5311.**

**WHEREAS**, the Federal Transit Administration and the Georgia Department of Transportation are authorized to make grants to non-urbanized (rural) areas for mass transportation projects; and

**WHEREAS**, the contract for financial assistance will impose certain obligations upon Applicant, including the provision of the local share of project costs; and

**WHEREAS**, it is required by the United States Department of Transportation and the Georgia Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the United States Department of Transportation requirements thereunder; and

**WHEREAS**, it is the goal of the Applicant that Minority Business Enterprise (Disadvantaged Business Enterprise and Women's Business Enterprise) be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority business shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services.

**NOW THEREFORE, BE IT RESOLVED BY** Habersham County  
**hereinafter referred to as the "Applicant",**

1. That the Designated Official, Bruce Palmer hereinafter, referred to as the "Official" is authorized to execute and file an application on the behalf of the Applicant, a City/County government, with the Georgia Department of Transportation to aid in the financing of public transportation assistance pursuant to Section 5311 of the Federal Transit Act.
2. That the Official is authorized to execute and file such application and assurances or any other document required by the U.S. Department of Transportation and the Georgia Department of Transportation effectuating the purpose of Title VI of the Civil Rights Act of 1964.
3. That the Official is authorized to execute and file all other standard assurances or any other document required by the Georgia Department of Transportation or the U.S. Department of Transportation in connection with the application for public transportation assistance.
4. That the Official is authorized to execute grant contract agreements on behalf of the Applicant with the Georgia Department of Transportation.

5. That the Official is authorized to set forth and execute Minority Business Enterprise, DBE (Disadvantaged Business Enterprise) and WBE (Women Business Enterprise) policies and procedures in connection with the project's procurement needs as applicable.
6. That the applicant while making application to or receiving grants from the Federal Transit Administration will comply with FTA Circular 9040.1G, FTA Certifications and Assurances for Federal Assistance 2022 as listed in this grant application and General Operating Guidelines as illustrated in the Georgia State Management Plan.
7. That the applicant has or will have available the required non-federal funds to meet local share requirements for this grant application.

**APPROVED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
**Authorized Official**

Bruce Palmer/Chairman, Board of Commissioners

\_\_\_\_\_  
**Type Name and Title**

**Signed, sealed and delivered** this \_\_\_\_\_ day of \_\_\_\_\_, 2022 **in the presence of**

\_\_\_\_\_  
**Witness**

\_\_\_\_\_  
**Notary Public/Notary Seal**

#### **CERTIFICATE**

The undersigned duly qualified and acting \_\_\_\_\_ of \_\_\_\_\_  
(*Title of Certifying/Attesting Official*) (*Applicant's Legal Name*) certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting held on \_\_\_\_\_, 2022.

\_\_\_\_\_  
**Name of Certifying/Attesting Officer**

\_\_\_\_\_  
**Title of Certifying/Attesting Officer**

(Place Seal Here)