



**PUTNAM COUNTY  
TRANSPORTATION DISADVANTAGED  
LOCAL COORDINATING BOARD (LCB) QUARTERLY MEETING**

**MEETING AGENDA**

Putnam County Planning & Development Conference Room  
2509 Crill Avenue, Suite 300, Palatka, Florida, 32177  
Zoom Meeting ID: 824 8831 7897  
Call in # +1 786-635-1003

Monday, November 18, 2024, at 10:30 a.m.

\*Denotes Required Action Item

1. Welcome, Call to Order, Roll Call/Quorum Review – Vice Chair Glymph
2. Additions, Deletions, and Changes to the Agenda – Vice Chair Glymph
3. Approval of September 16, 2024, Meeting Minutes – Vice Chair Glymph\* (page 2-6)
4. LCB Membership (page 7)
5. Northeast Florida Regional Council Update – Ms. Jones
6. Grievance Procedure Review\* (page 8-10)
7. Community Transportation Coordinator (CTC) System Update – Mr. Thompson
  - a. Annual Operation Report\* (page 11-19)
  - b. CTC Quarterly Update
  - c. Grants Update\* (Approval if required)
8. Old Business
9. New Business
10. Public Comment – LIMITED TO 3 MINUTES PER SPEAKER
11. Member and Department Reports
12. Adjournment – Vice Chair Glymph

Next LCB/Public Hearing Meeting: February 10, 2025, at 10:30 a.m.  
Putnam County Planning & Development Conference Room,  
2509 Crill Avenue, Suite 300, Palatka, Florida, 32177



**Transportation  
Disadvantaged**

**Putnam County Transportation Disadvantaged  
Local Coordinating Board Quarterly Meeting**

**Monday, September 16, 2024**

Northeast Florida Regional Council  
Elizabeth Payne, AICP  
Chief Executive Officer

Putnam County Commission  
Hon. Paul Adamczyk, Chair

Florida Transportation  
Disadvantaged Commission  
Dr. Phillip Stevens, Chair

**MINUTES**

\*Denotes Required Action Item

1. Welcome, Call to Order, Roll Call/Quorum Review

A quarterly meeting of the Putnam County Transportation Disadvantaged (TD) Local Coordinating Board (LCB) was held in person and virtually via Zoom on Monday, September 16, 2024. Vice Chair Christopher Glymph presided over the meeting due to Chair Adamczyk being absent. Vice Chair Glymph called the meeting to order at 10:30 a.m. with the following members present:

<b>Representing:</b>	<b>Voting Member:</b>
Florida Department of Transportation	Geanelly Reveron (Virtual)
Department of Children and Families	Christina Gillis (Virtual)
Public Education	Sharon Spell (Virtual)
Veterans	Allen Buquo (In-Person)
Citizen Advocate/User	Darlene Laibl-Crowe (Virtual)
Citizen Advocate/Non-User	Christopher Glymph (In-person)
Agency for Health Care Administration	Pamela Hagley (Virtual)
Agency for Persons with Disabilities	Sheryl Stanford (Virtual)
Workforce Development	Marc Albert (In-Person)

Members Not Present

Elected Official/Chair	Paul Adamczyk
Department of Education Voc. Rehab.	Rochelle Price
Northeast Florida Community Action Agency	Cyperianna Murray
Elderly	Fran Rossano
Persons with Disabilities	Brenda Lang
Medical Community	Nancy Russo

Community Transportation Coordinator Staff Present

Boyd Thompson, MariCarmen Beltran (In-Person)

Planning Agency Staff Present

Summer Jones, Leigh Wilsey (In-Person)

Guests

Liz Peak (In-Person)

Jeremy Norsworthy, Eric Houston, Mariana Schwabacher (Virtual)

After a roll call took place, a quorum was met.

2. Additions, Deletions, and Changes to the Agenda

There were no changes to the agenda.

3. Approval of May 20, 2024, Meeting Minutes\*

Mr. Buquo motioned for the approval of the meeting minutes. Ms. Laibl- Crowe seconded the motion. The May 20, 2024, Meeting minutes were approved unanimously.

4. Regional Mobility Group

Liz Peak with the Regional Mobility Group and Jacksonville Transportation Authority (JTA) gave a presentation on the Northeast Florida Coordinated Mobility Plan.

The Northeast Florida Coordinated Mobility Plan is a regional effort. The purpose of the plan is to identify transportation needs of individuals with disabilities, older adults, and people with low incomes. It also provides strategies for meeting these needs and prioritizes transportation services for funding and implementation. They are looking to implement the Mobility Plan by the end of the year.

Jeremy Norsworthy with JTA gave a presentation on Creating Safe Spaces Action Plan. Mr. Norsworthy updated us on the Action Plan progress. Over the past couple of months, they have been diligently conducting research and analysis to better understand last-mile safety needs in the region.

5. Election of Vice-Chair\*

The LCB Board members recommended that Christopher Glymph be re-elected Vice Chair. Mr. Buquo motioned for Mr. Glymph to serve as Vice Chair. Mr. Glymph seconded the motion. The motion passed unanimously.

6. LCB Membership

LCB Membership was considered next.

Current membership vacancies:

- Children at risk
- Private for-Profit Transportation
- Elder Affairs

There were several recommendations for different agencies to reach out to, who could potentially assist with filling the current vacancies.

## 7. Northeast Florida Regional Council Update

Ms. Jones gave an update for the Northeast Florida Regional Council.

- The NEFRC has moved locations from the WJCT building to the Jessie Ball DuPont Center in Downtown Jacksonville.
- On Wednesday, September 18<sup>th</sup>, the Florida Department of Transportation is hosting a Regional Workshop for the 2055 Transportation Plan which gives opportunities to collaborate with local agencies in your community, provide feedback on the Florida Transportation Plan vision and goals, and learn more about regional objectives.
- Ms. Jones is attending the FPTA/CTD Conference September 22<sup>nd</sup> – 24<sup>th</sup> in West Palm Beach.
- Mobility week is from October 25<sup>th</sup> until November 2<sup>nd</sup>.

## 8. Community Transportation Coordinator (CTC) System Update

a) The Annual Operation Report is under review and is expected to be completed by the November LCB meeting.

b) Mr. Thompson gave the quarterly update:

- June 2024 there was a total of 1,421 trips.
- July 2024 there was a total of 1,365 trips.
- August 2024 there was a total of 1,507 trips.

c) Grants update:

Mr. Thompson and Ms. Beltran stated they will be awarded \$245,000 100% funding for preventative maintenance. Due to this amount of funding, they may be able to re-open the routes that were recently discontinued in December.

## 9. Old Business

There was no old business.

## 10. New Business

Ms. Laibl-Crowe stated she would be attending the Commission meeting on behalf of the Florida Rehabilitation Council and stated if anyone would like her to bring any matters to the attention of the commissioners, to please let her know

## 11. Public Comment

There was no public comment.

## 12. Member and Department Reports

FDOT- Geneally Reveron- Ms. Reveron stated there is a Virtual Federal Grants Workshop being held on October 24, 2024, at 10:00am.

## 13. Adjournment

Mr. Albert adjourned the meeting at 11:38 a.m. The next LCB meeting will take place on November 18, 2024, at 10:30 a.m. in the Putnam County Planning and Development Conference Room.

ATTENDANCE RECORD  
 PUTNAM COUNTY  
 LOCAL COORDINATING BOARD

Position	Name/Alt.	11/20/23	2/12/24	5/20/24	9/16/24
1. Chairperson	Commissioner Paul Adamczyk	<b>P</b>	<b>a</b>	<b>a</b>	<b>a</b>
2. Dept. of Transportation	Geanelly Reveron / Christina Nalsen / Lauren Adams	<b>P</b>	<b>a</b>	<b>P</b>	<b>P</b>
3. Dept. Of Children and Families	Christina Gillis / Todd Banks	<b>P</b>	<b>P</b>	<b>a</b>	<b>P</b>
4. Public Education	Sharon Spell	<b>P</b>	<b>P</b>	<b>a</b>	<b>P</b>
5. Vocational Rehab. (Dept. Ed.)	<del>Samantha Hembree</del> / Rochelle Price	<b>a</b>	<b>a</b>	<b>P</b>	<b>a</b>
6. Veteran Services	Allen Buquo	<b>P</b>	<b>P</b>	<b>P</b>	<b>P</b>
7. Community Action(Econ. Disadv)	<del>Christall Azcarate</del> / Cyperiannia Murray	<b>a</b>	<b>a</b>	<b>a</b>	<b>a</b>
8. Elderly	Fran Rossano / Betty Fisher	<b>a</b>	<b>a</b>	<b>a</b>	<b>a</b>
9. Disabled	Brenda Lang	<b>a</b>	<b>a</b>	<b>a</b>	<b>a</b>
10. Citizen Advocate/User	Darlene Laibl-Crowe	<b>P</b>	<b>a</b>	<b>P</b>	<b>P</b>
11. Citizen Advocate/Non-User	Christopher Glymph	<b>P</b>	<b>a</b>	<b>a</b>	<b>P</b>
12. Children at Risk	Vacant	-	-	-	-
13. Dept. Of Elder Affairs	<del>Marie McCloud</del> /Vacant	<b>a</b>	<b>a</b>	-	-
14. Private for Profit Transportation	Vacant	-	-	-	-
15. Agency for Health Care Adm.	Pamela Hagley / Reeda Harris	<b>P</b>	<b>P</b>	<b>P</b>	<b>P</b>
16. Agency for Persons w/Disabilities	Sheryl Stanford / Diana Burgos-Garcia	<b>P</b>	<b>a</b>	<b>P</b>	<b>P</b>
17. Regional Workforce Dev. Brd.	Marc Albert	<b>a</b>	<b>P</b>	<b>P</b>	<b>P</b>
18. Local Medical Community	Nancy Russo	<b>P</b>	<b>a</b>	<b>P</b>	<b>a</b>

VACANT  
 Children at Risk  
 Private for Profit Transportation  
 Elder Affairs

# PLEASE SIGN IN!



COMMISSION FOR THE  
TRANSPORTATION DISADVANTAGED

Date: September 16, 2024  
Time: 10:30 a.m.

Putnam County Government Complex, 2509 Crill Avenue, Palatka, FL 32177

Name	Address	Phone	E-Mail
ALLEN BRAVO		386 3290328	ON FILE
Summer Jones	100 Festival Park Ave		sjones@nctrc.org
BOYD THOMPSON	220 N. 11th St. Palatka	386 325-9999	boyd@theridesolutions.org
Maricarmen Beltran	220 N 11th St. Palatka	386 325 9999	MBeltran@theridesolutions.org
Marc Albert	525 SR16 #109 S Hwy FL	904 819 0231	MALBERT@careersourcefl.org
Liz Peak			liz@regionalmobilitygroup.com

Salutation	First Name	Last Name	Organization	Representing		Grievance Committee	Evaluation Committee	Comments	VC Expire
<b>PUTNAM COUNTY</b>									
Hon.	Paul	Adamczyk	Putnam Co Board of County Commissioners	Elected Official	Voting Member			Chair	
Ms.	Geanelly	Reveron	FDOT, District 2	FDOT	Voting Member				
Ms.	Janell	Damato	FDOT, District 2	FDOT	Alternate				
Ms.	Chris	Nalsen	FDOT, District 2	FDOT	Alternate				
Ms.	Lauren	Adams	FDOT, District 2	FDOT	Alternate				
Ms.	Christina	Gillis	Department of Children and Families	DCF	Voting Member				
Mr.	Todd	Banks	Department of Children and Families	DCF	Alternate				
Ms.	Sharon	Spell	Putnam County School District	Public Education	Voting Member		Feb-25		
Ms.	Rochelle	Price	Vocational Rehabilitation	Dept. of Education	Voting Member				
Mr.	Allen	Buquo	Putnam County Veterans Services	Veterans	Voting Member				
Ms.	Cyperiannia	Murray	Northeast Florida Community Action Agency, Inc	Community Action (Econ. Disadvantaged)	Voting Member				
Ms.	Fran	Rossano		Elderly	Voting Member				
Ms.	Betty	Fisher		Elderly	Alternate				
Ms.	Brenda	Lang		Persons w/Disabilities	Voting Member				
Ms.	Darlene	Laibl-Crowe		Citizen Advocate/User	Voting Member				
Mr.	Christopher	Glymph	Hanley Center Foundation	Citizen Advocate/Non-User	Voting Member			Vice Chair	
VACANT				Children at Risk	VACANT				
VACANT				Elder Affairs	VACANT				
VACANT				Private for Profit Transportation	VACANT				
Ms.	Pamela	Hagley	Agency for Health Care Administration	Agency for Health Care Admin.	Voting Member				
Ms.	Reeda	Harris	Agency for Health Care Administration	Agency for Health Care Admin.	Alternate				
Ms.	Sheryl	Stanford	Agency for Persons with Disabilities	Agency for Persons with Disabilities	Voting Member				
Ms.	Diana	Burgos-Garcia	Agency for Persons with Disabilities	Agency for Persons with Disabilities	Alternate				
Mr.	Marc	Albert	CareerSource NEFL Career Center	Workforce Development	Voting Member	Feb-25	Feb-25		
Ms.	Nancy	Russo	SMA Healthcare	Medical Community	Voting Member	Feb-25			
Mr.	Boyd	Thompson	Ride Solution, Inc.	Local Mass/Public Transit	Non-Voting Member			CTC Director	
Ms.	MariCarmen	Beltran	Ride Solution, Inc.	Local Mass/Public Transit	Non-Voting Member			Director of Operations	
Ms.	Karin	Flositz	Community Partnership for Children		Interested Party			Send November mtg invite to her	
Ms.	Laura	Berardi	Putnam Co Board of County Commissioners	Executive Assistant to County Commissioners	Interested Party			reserves BOCC room	

## Local Complaint and Grievance Procedure/Process

### Definition of a Complaint

A complaint is defined as:

*“An issue brought to the attention of the Community Transportation Coordinator (CTC) either verbally or in writing by a system user/advocate, sponsoring agency, or community service provider/subcontractor which addresses an issue or several issues concerning transportation services of the CTC or operators used by the CTC.”*

### Filing a Complaint.

The Community Transportation Coordinator will provide all system user/advocates, sponsoring agencies, and/or community service providers using Transportation Disadvantaged services a description of and process to be used to make a complaint to the CTC. The complaint will be filed within 30 working days of the incident. If a system user/advocate, sponsoring agency, or community service provider/subcontractor has a complaint, the CTC will address each complaint, making whatever investigation is required to determine the facts in the issue presented and take appropriate action to address each complaint. Complaints that cannot be resolved by the CTC directly or through mediation with operators and/or sponsoring agencies can be brought before the County Transportation Disadvantaged Coordinating Board Grievance Committee.

### Recording of Complaints.

The CTC will keep a MEMO OF RECORD file of all complaints received. A copy of the Memo of Record file will be made available to the Local Coordinating Board on an as needed basis.

### Appeal to the Grievance Committee.

The CTC shall advise and provide directions to all persons, system user/advocates, sponsoring agencies, and/or community service providers from which a complaint has been received by the CTC of the right to file a formal written grievance. If after the CTC attempts to resolve the complaint, the complainant is not satisfied with the action taken by the CTC the individual should proceed to the next step.

### Responsibility of the Local Coordinating Board to Grievances.

The Local Coordinating Board shall appoint a Grievance Committee to serve as a mediator to process and investigate complaints from agencies, users, potential users of the system and the CTC in the designated service area, and make recommendations to the Local Coordinating Board for improvement of service. The Local Coordinating Board shall establish procedures to provide regular opportunities for issues to be brought before such committee and to address them in a timely manner. Members appointed to the committee shall be voting members of the Local Coordinating Board.

(Rule 41-2.012, F.A.C.)

Definition of a Grievance A grievance shall be defined as:

*“A circumstance or condition thought to be unjust and grounds for bitterness of resentment due to lack of clear resolution by the CTC through the notice of complaint procedure or due to the seriousness of the grievance.”*



## Grievance Procedures

The following Grievance Procedures are established for grievances to be brought before the Grievance Committee. When a passenger, system user/advocate, sponsoring agency, and/or community service provider/subcontractor has a concern, complaint, or problem relative to transportation services, proper grievance procedures which are described below should be followed in sequence.

### Filing a Grievance.

If a passenger, system user/advocate, sponsoring agency, and/or community service provider/subcontractor has a complaint as defined in Section 1, the party should first discuss the matter with the staff involved for immediate resolution, if possible. If no resolution or satisfaction is reached, the individual should proceed to the grievance level.

If a system user/advocate, sponsoring agency, and/or community service provider/subcontractor has a grievance with the service; the individual will present the grievance to the CTC within 10 working days from the response of the CTC to the original complaint. All grievances must be in writing and shall include the following:

- 1) The name and address of the grievant;
- 2) Transit route, date and approximate time of incident(s);
- 3) A statement of the grounds for the grievance and supporting documentation; 4) An explanation of the relief desired by the grievant.

Facts concerning the grievance should be stated in clear and concise language. If assistance is needed in preparing a written grievance, assistance will be provided by the CTC staff and/or the designated official planning agency. Within 15 working days following the date of receipt of the formal grievance, the CTC staff will respond, in writing, to the system user/advocate, or other party concerning the registered grievance. The CTC's response shall explain the factors that entered into the decision and shall identify the action, if any, that will be taken.

The CTC will keep a GRIEVANT RECORD file of all grievances received. A copy of the Record file will be made available to the Local Coordinating Board on an as needed basis.

### Appeal to the Grievance Committee.

The decision of the CTC may be appealed to the Grievance Committee of the Local Coordinating Board within 15 working days of the receipt of the CTC's final decision. Within 30 working days of receipt of the appeal the Grievance Committee will meet and make recommendations to the Local Coordinating Board.

The grievant will be notified in writing of the date, time and place of the committee meeting at which the appeal will be heard. This written notice will be mailed at least 10 working days prior to the meeting. The notice shall clearly state the purpose of the discussion and a statement of issues involved.

A written copy of the recommendation will be forwarded to the Board and all parties involved within 15 working days of the date of the recommendation. The written recommendation will include the following information:

1. A statement that a meeting was held in which the involved parties, their representatives, and witness were given an opportunity to present their position;
2. A statement that clearly defines the issues discussed;
3. An opinion and reasons for the recommendations based on the information provided;
4. A finding that the issue affects safety, provision of service, or efficiency; and
5. A recommendation by the Grievance Committee based on their investigation and findings.

#### Grievance.Committee.Hearing.Procedures.

The Grievance Committee agenda shall be conducted in accordance with the following procedures:

1. Call to order - Planning Staff;
2. Election of Grievance Committee Chairman - Committee members;
3. Presentation of grievance by planning staff;
4. Presentation of grievance by complainant;
5. Response of party(s) concerned;
6. Discussion of grievance, shall take place in accordance with Robert's Rule of Order amongst the Grievance Committee, the complainant and other interested parties. Discussion shall focus solely on the grievance;
7. Following discussion of the grievance, the Grievance Committee shall provide its recommendation to all interested parties in response to the grievance; and
8. Close hearing.

#### Recommendation.to.the.Local.Coordinating.Board.

Within 30 working days of the receipt of the recommendation, the Local Coordinating Board will meet and consider the recommendation. A written copy of the recommendation will be forwarded to the Board and all parties involved within 10 working days of the date of the recommendation.

The grievant will be notified in writing of the date, time and place of the Board meeting at which the recommendation will be presented. This written notice will be mailed at least ten working days prior to the meeting.

**From:** [Zeruto, Dan](#)  
**To:** ["\(boyd@theridesolution.org\)"; Maricarmen Beltran](mailto:(boyd@theridesolution.org))  
**Cc:** [Summer Jones](#)  
**Subject:** FW: Putnam FY23/24 - All Sections Submitted for Review  
**Date:** Thursday, October 10, 2024 9:34:45 AM  
**Attachments:** [image001.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Boyd,

I have reviewed the corrections and adjustments made to the FY 2023-2024 AOR for some of the most common procedural and utilization errors. Items previously noted have been addressed and it is approved for further review at the local level as appropriate. My review and opinion does not confirm the validity or accuracy of any financial or operational data elements that have been entered.

By copy of this email, I am advising your planning agency on our completion of this effort and the readiness to advance the AOR to the LCB for review.



## Data Collection System

- Home
- CTC Data
- Reports ▾
- Dashboard
- APR ▾
- Admin ▾
- Help
- Contact

### CTC Data & Status

County:

 ▾

Fiscal Year:

 ▾

Section	CTC Status	CTC Status Date	CTD Status	CTD Status Date	Su
<a href="#">Organization</a>	Approved	10/10/2024	Approved	10/10/2024	
<a href="#">Coordinated System</a>	Approved	10/10/2024	Approved	10/10/2024	
<a href="#">Trips</a>	Approved	10/10/2024	Approved	10/10/2024	
<a href="#">Vehicles &amp; Drivers</a>	Approved	10/10/2024	Approved	10/10/2024	
<a href="#">Revenue Sources</a>	Approved	10/10/2024	Approved	10/10/2024	
<a href="#">Expense Sources</a>	Approved	10/10/2024	Approved	10/10/2024	

Thank you –

-Dan-

**Thank you,**

*Daniel Zeruto*  
**Area 3 Project Manager**  
 Florida Commission for Transportation Disadvantaged  
 605 Suwannee St., MS 49  
 Tallahassee, FL 32399-0450  
 Phone 850-410-5704  
 Fax 850-410-5752  
 Email: [dan.zeruto@dot.state.fl.us](mailto:dan.zeruto@dot.state.fl.us)



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Daniel Zeruto  
Transportation Disadvantaged Specialist  
Project Manager – Area 2  
Tel: (850) 410-5704  
Email: Dan.zeruto@dot.state.fl.us  
Website: <https://ctd.fdot.gov/>

FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED  
605 Suwannee Street, Mail Station 49  
Tallahassee, Florida 32399  
Tel: (850) 410-5700 Fax (850) 410-5752  
TD Helpline: 1-800-983-2435

-----Original Message-----

From: DoNotReply-FDOTApp@dot.state.fl.us <DoNotReply-FDOTApp@dot.state.fl.us>  
Sent: Wednesday, September 11, 2024 1:06 PM  
To: CTD AOR <CTD.AOR@dot.state.fl.us>  
Subject: Putnam FY23/24 - All Sections Submitted for Review

All sections for Putnam for fiscal year FY23/24 have been submitted for review. This is an automated email. Do not reply.



# CTC Organization

County: Putnam

Fiscal Year: 7/1/2023 - 6/30/2024

CTC Status: Complete

CTD Status: Complete

Date Initiated: 9/9/2024

**CTC Organization Name:** Ride Solution, Inc.

**Address:** 220 N 11 St.

**City:** Palatka

**State:** FL

**Zip Code:** 32177

**Organization Type:** Private Non Profit

**Network Type:** Sole Source

**Operating Environment:** Rural

**Transportation Operators:** No

**Number of Transportation Operators:** 0

**Coordination Contractors:** No

**Number of Coordination Contractors:** 0

**Provide Out of County Trips:** Yes

**Local Coordinating Board (LCB) Chairperson:** Paul Adamczyk

**CTC Contact:** Boyd Thompson

**CTC Contact Title:** Executive Director

**CTC Contact Email:** boyd@theridesolution.org

**Phone:** (386) 325-9999

## CTC Certification

I, Boyd Thompson, as the authorized Community Transportation Coordinator (CTC) Representative, hereby certify, under the penalties of perjury as stated in Chapter 837.06, F.S., that the information contained in this report is true, accurate, and in accordance with the accompanying instructions.

CTC Representative (signature): \_\_\_\_\_

## LCB Certification

I, Paul Adamczyk, as the Local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(6), F.A.C. that the Local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

LCB Chairperson (signature): \_\_\_\_\_



**Transportation  
Disadvantaged**

# CTC Trips

**County:** Putnam  
**Fiscal Year:** 07/01/2023 - 06/30/2024

**CTC Status:** Complete  
**CTD Status:** Complete

**CTC Organization:** Ride Solution, Inc.

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Service Type - One Way</b>						
Fixed Route/Fixed Schedule						
Daily Pass Trips	0	N/A	0	0	N/A	0
Weekly Pass Trips	0	N/A	0	0	N/A	0
Monthly Pass Trips	0	N/A	0	2,484	N/A	2,484
Deviated Fixed Route Service	29,260	N/A	29,260	47,251	N/A	47,251
Complementary ADA Service	0	N/A	0	0	N/A	0
Paratransit						
Ambulatory	17,077	0	17,077	11,049	0	11,049
Non-Ambulatory	3,111	0	3,111	4,684	0	4,684
Stretcher	0	0	0	0	0	0
Transportation Network Companies	0	N/A	0	0	N/A	0
Taxi	0	N/A	0	0	N/A	0
School Board (School Bus)	0	N/A	0	0	N/A	0
Volunteers	1,009	N/A	1,009	2,446	N/A	2,446
<b>Total - Service Type</b>	<b>50,457</b>	<b>0</b>	<b>50,457</b>	<b>67,914</b>	<b>0</b>	<b>67,914</b>
<b>Contracted Transportation Operator</b>						
How many of the total trips were provided by Contracted Transportation Operators? (If the CTC provides transportation services, do not include the CTC)	0	N/A	0	0	N/A	0
<b>Total - Contracted Transportation Operator Trips</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Revenue Source - One Way</b>						
Agency for Health Care Administration (AHCA)	759	0	759	528	0	528
Agency for Persons with Disabilities (APD)	9,960	0	9,960	13,232	0	13,232
Comm for the Transportation Disadvantaged (CTD)	18,814	N/A	18,814	28,511	N/A	28,511
Dept of Economic Opportunity (DEO)	0	0	0	0	0	0
Dept of Children and Families (DCF)	0	0	0	0	0	0
Dept of Education (DOE)	0	0	0	0	0	0
Dept of Elder Affairs (DOEA)	0	0	0	0	0	0
Dept of Health (DOH)	0	0	0	0	0	0
Dept of Juvenile Justice (DJJ)	0	0	0	0	0	0
Dept of Transportation (DOT)	20,922	0	20,922	25,640	0	25,640
Local Government	1	0	1	1	0	1
Local Non-Government	1	0	1	1	0	1
Other Federal & State Programs	0	0	0	1	0	1
<b>Total - Revenue Source</b>	<b>50,457</b>	<b>0</b>	<b>50,457</b>	<b>67,914</b>	<b>0</b>	<b>67,914</b>



**Transportation  
Disadvantaged**

## CTC Trips (cont'd)

**County:** Putnam  
**Fiscal Year:** 07/01/2023 - 06/30/2024

**CTC Status:** Complete  
**CTD Status:** Complete

**CTC Organization:** Ride Solution, Inc.

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Passenger Type - One Way</b>						
Older Adults	17,660	0	17,660	0	0	0
Children At Risk	0	0	0	0	0	0
Persons With Disabilities	9,960	0	9,960	9,573	0	9,573
Low Income	22,837	0	22,837	58,341	0	58,341
Other	0	0	0	0	0	0
<b>Total - Passenger Type</b>	<b>50,457</b>	<b>0</b>	<b>50,457</b>	<b>67,914</b>	<b>0</b>	<b>67,914</b>
<b>Trip Purpose - One Way</b>						
Medical	16,495	0	16,495	15,672	0	15,672
Employment	8,296	0	8,296	9,559	0	9,559
Education/Training/Daycare	8,952	0	8,952	10,057	0	10,057
Nutritional	4,693	0	4,693	6,257	0	6,257
Life-Sustaining/Other	12,021	0	12,021	26,369	0	26,369
<b>Total - Trip Purpose</b>	<b>50,457</b>	<b>0</b>	<b>50,457</b>	<b>67,914</b>	<b>0</b>	<b>67,914</b>
<b>Unduplicated Passenger Head Count (UDPHC)</b>						
UDPHC	2,146	0	2,146	2,042	0	2,042
<b>Total - UDPHC</b>	<b>2,146</b>	<b>0</b>	<b>2,146</b>	<b>2,042</b>	<b>0</b>	<b>2,042</b>
<b>Unmet &amp; No Shows</b>						
Unmet Trip Requests	0	N/A	0	0	N/A	0
No Shows	0	N/A	0	0	N/A	0
<b>Customer Feedback</b>						
Complaints	0	N/A	0	0	N/A	0
Commendations	0	N/A	0	3	N/A	3



**Transportation  
Disadvantaged**

# CTC Vehicles & Drivers

**County:** Putnam  
**Fiscal Year:** 07/01/2023 - 06/30/2024

**CTC Status:** Complete  
**CTD Status:** Complete

**CTC Organization:** Ride Solution, Inc.

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Vehicle Miles</b>						
Deviated Fixed Route Miles	335,261	N/A	335,261	489,532	N/A	489,532
Complementary ADA Service Miles	0	N/A	0	0	N/A	0
Paratransit Miles	163,179	0	163,179	123,071	0	123,071
Transportation Network Companies (TNC) Miles	0	N/A	0	0	N/A	0
Taxi Miles	0	N/A	0	0	N/A	0
School Board (School Bus) Miles	0	N/A	0	0	N/A	0
Volunteers Miles	9,529	N/A	9,529	0	N/A	0
<b>Total - Vehicle Miles</b>	<b>507,969</b>	<b>0</b>	<b>507,969</b>	<b>612,603</b>	<b>0</b>	<b>612,603</b>
<b>Roadcalls &amp; Accidents</b>						
Roadcalls	4	0	4	5	0	5
Chargeable Accidents	2	0	2	0	0	0
<b>Vehicle Inventory</b>						
Total Number of Vehicles	19	0	19	26	0	26
Number of Wheelchair Accessible Vehicles	17	0	17	24	0	24
<b>Drivers</b>						
Number of Full Time & Part Time Drivers	15	0	15	21	0	21
Number of Volunteer Drivers	3	0	3	3	0	3





# CTC Revenue Sources

County: Putnam  
 Fiscal Year: 07/01/2023 - 06/30/2024

CTC Status: Complete  
 CTD Status: Complete

CTC Organization: Ride Solution, Inc.

Revenue Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Revenue Sources</b>						
Agency for Health Care Administration (AHCA)	\$ 23,341	\$ 0	\$ 23,341	\$ 19,738	\$ 0	\$ 19,738
Agency for Persons with Disabilities (APD)	\$ 126,677	\$ 0	\$ 126,677	\$ 149,686	\$ 0	\$ 149,686
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Education (DOE)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Elder Affairs (DOEA)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Health (DOH)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Commission for the Transportation Disadvantaged (CTD)</b>						
Non-Sponsored Trip Program	\$ 429,862	N/A	\$ 429,862	\$ 425,999	N/A	\$ 425,999
Non-Sponsored Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Rural Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
TD Other	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
<b>Department of Transportation (DOT)</b>						
49 USC 5307	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5310	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311	\$ 631,836	\$ 0	\$ 631,836	\$ 1,318,645	\$ 0	\$ 1,318,645
49 USC 5311 (f)	\$ 842,449	\$ 0	\$ 842,449	\$ 489,466	\$ 0	\$ 489,466
Block Grant	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Service Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commuter Assistance Program	\$ 119,609	\$ 0	\$ 119,609	\$ 63,381	\$ 0	\$ 63,381
Other DOT	\$ 22,490	\$ 0	\$ 22,490	\$ 0	\$ 0	\$ 0
<b>Local Government</b>						
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
County Cash	\$ 30,000	\$ 0	\$ 30,000	\$ 30,000	\$ 0	\$ 30,000
County In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City In-Kind	\$ 14,400	\$ 0	\$ 14,400	\$ 15,600	\$ 0	\$ 15,600
Other Cash	\$ 2,546	\$ 0	\$ 2,546	\$ 0	\$ 0	\$ 0
Other In-Kind	\$ 250	\$ 0	\$ 250	\$ 0	\$ 0	\$ 0
<b>Local Non-Government</b>						
Farebox	\$ 19,953	\$ 0	\$ 19,953	\$ 17,609	\$ 0	\$ 17,609
Donations/Contributions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Non-Government	\$ 7,500	\$ 0	\$ 7,500	\$ 1,339	\$ 0	\$ 1,339
<b>Other Federal &amp; State Programs</b>						
Other Federal Programs	\$ 0	\$ 0	\$ 0	\$ 24,698	\$ 0	\$ 24,698
Other State Programs	\$ 0	\$ 0	\$ 0	\$ 10,881	\$ 0	\$ 10,881
<b>Total - Revenue Sources</b>	<b>\$ 2,270,913</b>	<b>\$ 0</b>	<b>\$ 2,270,913</b>	<b>\$ 2,567,042</b>	<b>\$ 0</b>	<b>\$ 2,567,042</b>



**Transportation  
Disadvantaged**

## CTC Expense Sources

**County:** Putnam  
**Fiscal Year:** 07/01/2023 - 06/30/2024

**CTC Status:** Complete  
**CTD Status:** Complete

**CTC Organization:** Ride Solution, Inc.

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Expense Sources</b>						
Labor	\$ 1,154,303	\$ 0	\$ 1,154,303	\$ 1,137,282	\$ 0	\$ 1,137,282
Fringe Benefits	\$ 270,597	\$ 0	\$ 270,597	\$ 281,275	\$ 0	\$ 281,275
Services	\$ 263,233	\$ 0	\$ 263,233	\$ 215,662	\$ 0	\$ 215,662
Materials & Supplies Consumed	\$ 320,861	\$ 0	\$ 320,861	\$ 372,984	\$ 0	\$ 372,984
Utilities	\$ 58,971	\$ 0	\$ 58,971	\$ 57,052	\$ 0	\$ 57,052
Casualty & Liability	\$ 454,432	\$ 0	\$ 454,432	\$ 423,426	\$ 0	\$ 423,426
Taxes	\$ 1,954	\$ 0	\$ 1,954	\$ 1,677	\$ 0	\$ 1,677
Miscellaneous	\$ 11,953	\$ 0	\$ 11,953	\$ 57,551	\$ 0	\$ 57,551
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 23,290	\$ 0	\$ 23,290	\$ 29,443	\$ 0	\$ 29,443
Capital Purchases	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Contributed Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Purchased Transportation Services</b>						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
<b>Total - Expense Sources</b>	<b>\$ 2,559,594</b>	<b>\$ 0</b>	<b>\$ 2,559,594</b>	<b>\$ 2,576,352</b>	<b>\$ 0</b>	<b>\$ 2,576,352</b>

County: Putnam  
 CTC: Ride Solution, Inc.  
 Contact: Boyd Thompson  
 220 N 11 St.  
 Palatka, FL 32177  
 386-325-9999

Email: boyd@theridesolution.org

Demographics	Number
Total County Population	0
Unduplicated Head Count	2,146



<b>Trips By Type of Service</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>Vehicle Data</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Fixed Route (FR)	1,242	2,484	0	Vehicle Miles	530,883	612,603	507,969
Deviated FR	33,475	47,251	29,260	Roadcalls	5	5	4
Complementary ADA	0	0	0	Accidents	0	0	2
Paratransit	10,361	15,733	20,188	Vehicles	25	26	19
TNC	0	0	0	Drivers	20	24	18
Taxi	0	0	0				
School Board (School Bus)	0	0	0				
Volunteers	5,320	2,446	1,009				
<b>TOTAL TRIPS</b>	<b>50,398</b>	<b>67,914</b>	<b>50,457</b>				

<b>Passenger Trips By Trip Purpose</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Medical	10,005	15,672	16,495
Employment	12,306	9,559	8,296
Ed/Train/DayCare	10,395	10,057	8,952
Nutritional	10,265	6,257	4,693
Life-Sustaining/Other	7,427	26,369	12,021
<b>TOTAL TRIPS</b>	<b>50,398</b>	<b>67,914</b>	<b>50,457</b>

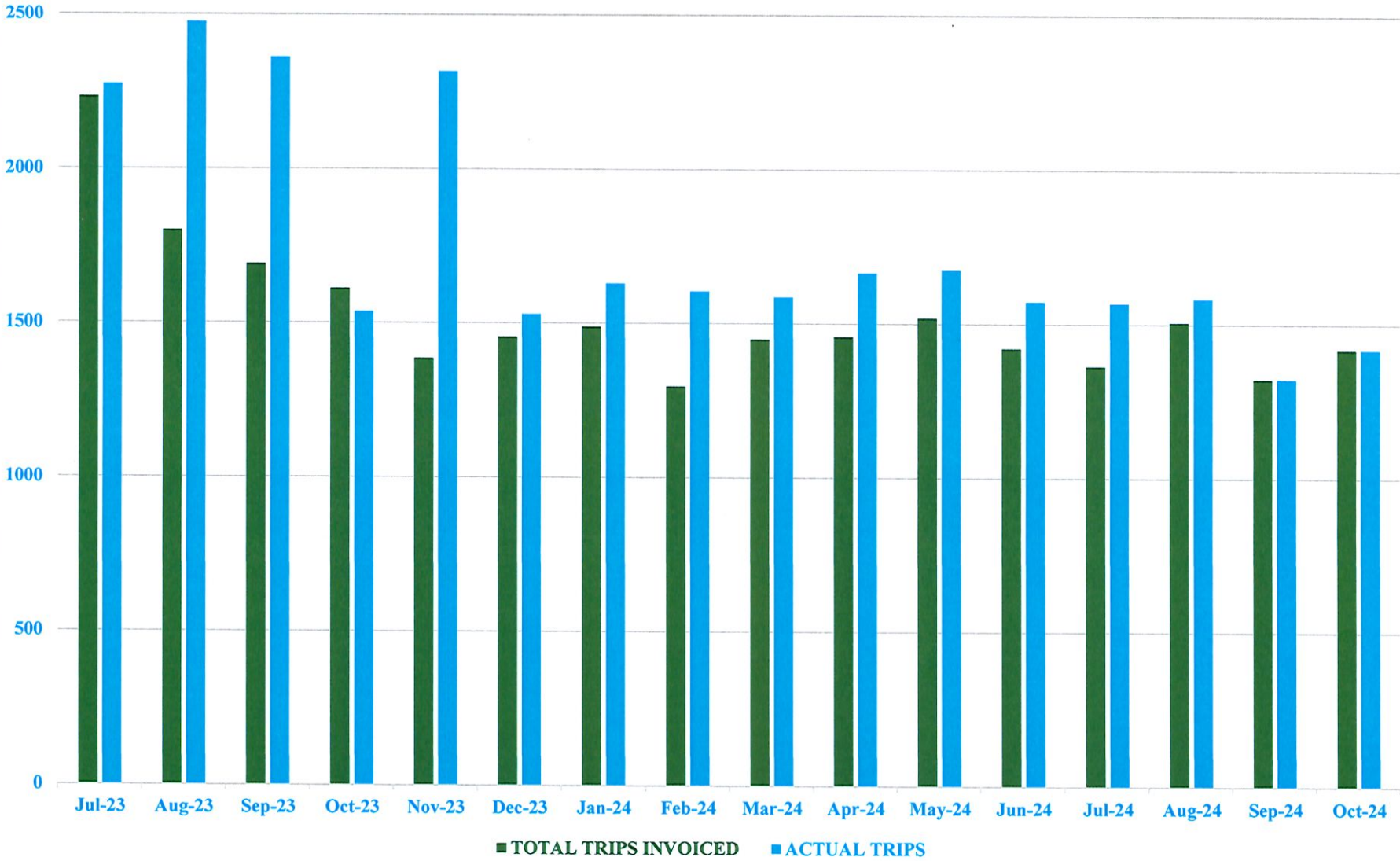
<b>Financial and General Data</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Expenses	\$2,261,086	\$2,576,352	\$2,559,594
Revenues	\$2,812,327	\$2,567,042	\$2,270,913
Commendations	1	3	0
Complaints	1	0	0
Passenger No-Shows	0	0	0
Unmet Trip Requests	2	0	0

<b>Passenger Trips By Revenue Source</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
CTD	19,553	28,511	18,814
AHCA	161	528	759
APD	10,395	13,232	9,960
DOEA	0	0	0
DOE	0	0	0
Other	20,289	25,643	20,924
<b>TOTAL TRIPS</b>	<b>50,398</b>	<b>67,914</b>	<b>50,457</b>

<b>Performance Measures</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Accidents per 100,000 Miles	0	0	0.40
Miles between Roadcalls	106,177	122,521	126,992
Avg. Trips per Passenger	69.23	33.26	23.51
Cost per Trip	\$44.86	\$37.94	\$50.73
Cost per Paratransit Trip	\$46.00	\$39.38	\$50.73
Cost per Total Mile	\$4.26	\$4.21	\$5.04
Cost per Paratransit Mile	\$4.26	\$4.21	\$5.04

<b>Trips by Provider Type</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
CTC	50,398	67,914	50,457
Transportation Operator	0	0	0
Coordination Contractor	0	0	0
<b>TOTAL TRIPS</b>	<b>50,398</b>	<b>67,914</b>	<b>50,457</b>

# RIDE SOLUTION NS TRIPS









County Name(s):

Putnam

2024-2025

**CTD TRIP INVOICE**

Ride Solution, Inc.  
220 N 11th St.  
Palatka, FL, 32177  
386-325-9999

<b>Bill To:</b>		Invoice Number:	G2Z4409
Commission for the Transportation Disadvantaged		Invoice Date:	10/07/2024
605 Suwannee Street, MS49		Grant Number:	G2Z44
Tallahassee, FL 32399-0450	Monthly Disbursement Amount from Exhibit "B" of Grant:		\$ 37,249.00

Dates of Services	Start Date			End Date		
		September	1	2024	September	30

Type of Service Provided	Unit Type (Trip, Mile, or Pass)	Unit Cost (Service Rate)	Number of Units	Subtotal
Ambulatory	Mile	\$3.47	8,471	\$ 29,394.37
Wheelchair	Mile	\$5.94	2,417	\$ 14,356.98
MONTHLY BUS PASS	Pass	\$30.00	19	\$ 570.00

<b>Total Project Cost</b>		\$ 44,321.35
<b>Less: Amount over Exhibit "B" of the Grant</b>		\$ (2,933.57)
<b>Add: Amount to be Recovered from Previous Billing</b>		
<b>Subtotal</b>		\$ 41,387.78
<b>Less: 10% Local Match</b>		\$ (4,138.78)
<b>TOTAL</b>		\$ 37,249.00



**Florida Commission for the Transportation Disadvantaged  
Trip Summary Data Report**

**CTC:** Ride Solution, Inc.

**County/Countries:** Putnam

**Dates of Services:** September 1 - September 30, 2024

Mode	Number of Trips	Number of Miles
Ambulatory	1030	8471
Wheelchair	294	2417
Stretcher		
Group Per Passenger		
<b>Total</b>	<b>1324</b>	<b>10888</b>

Bus Pass Type	Number of Bus Passes Issued
MONTHLY BUS PASS	19

*By submission of this form, Grantee certifies the information provided on this Trip Summary Data Report is accurate and accountable and corresponds with the supporting back-up documentation. All individuals included in the supporting back-up documentation have a Transportation Disadvantaged application on file and the individuals have been determined eligible for services rendered.*

Revised 01/01/2023 (Casey Perkins - THF 001)



County Name(s): Putnam

2024-2025  
CTD TRIP INVOICE

Ride Solution, Inc  
220 N 11th Street  
Palatka, FL 32177  
386-325-9999

<b>Bill To:</b>	Invoice Number:	G2Z4408
Commission for the Transportation Disadvantaged	Invoice Date:	09/12/2024
605 Suwannee Street, MS49	Grant Number:	G2Z44
Tallahassee, FL 32399-0450	Monthly Disbursement Amount from Exhibit "B" of Grant:	\$ 37,249.00

Dates of Services	Start Date			End Date		
	August	1	2024	August	31	2024

Type of Service Provided	Unit Type (Trip, Mile, or Pass)	Unit Cost (Service Rate)	Number of Units	Subtotal
Ambulatory	Mile	\$3.47	9,709	\$ 33,690.23
Wheelchair	Mile	\$5.94	2,553	\$ 15,164.82
MONTHLY BUS PASS	Pass	\$30.00	7	\$ 210.00

<b>Total Project Cost</b>	\$	49,065.05
<b>Less: Amount over Exhibit "B" of the Grant</b>	\$	(7,677.27)
<b>Add: Amount to be Recovered from Previous Billing</b>		
<b>Subtotal</b>	\$	41,387.78
<b>Less: 10% Local Match</b>	\$	(4,138.78)
<b>TOTAL</b>	\$	37,249.00



## Florida Commission for the Transportation Disadvantaged Trip Summary Data Report

CTC:

Ride Solution, Inc

County/Counties:

Putnam

Dates of Services:

August 1 - August 31, 2024

Mode	Number of Trips	Number of Miles
Ambulatory	1137	9709
Wheelchair	370	2553
Stretcher		
Group Per Passenger		
<b>Total</b>	<b>1507</b>	<b>12262</b>

Bus Pass Type	Number of Bus Passes Issued
MONTHLY BUS PASS	7

*By submission of this form, Grantee certifies the information provided on this Trip Summary Data Report is accurate and accountable and corresponds with the supporting back-up documentation. All individuals included in the supporting back-up documentation have a Transportation Disadvantaged application on file and the individuals have been determined eligible for services rendered.*

Revised 01/01/2023 (Casey Perkins - THF 001)