



**PUTNAM COUNTY
TRANSPORTATION DISADVANTAGED
LOCAL COORDINATING BOARD PUBLIC HEARING**

AGENDA

Putnam County Planning & Development Conference Room
2509 Crill Avenue, Suite 300, Palatka, Florida, 32177
Teams Meeting ID: 246 060 031 730 1
Passcode: 5ti7i2Ti

Monday, November 17, 2025, at 10:30 a.m.

*Denotes Required Action Item

1. Welcome, Call to Order – Chair Wilkinson
2. Presentation – NEFRC
3. Service Overview – Ride Solution
4. Public Comment
5. Discussion
6. Adjournment – Chair Wilkinson

Putnam County Planning & Development Conference Room
2509 Crill Avenue, Suite 300, Palatka, Florida, 32177

The Putnam County Transportation Disadvantaged Program

*Prepared by the
Northeast Florida
Regional Council*



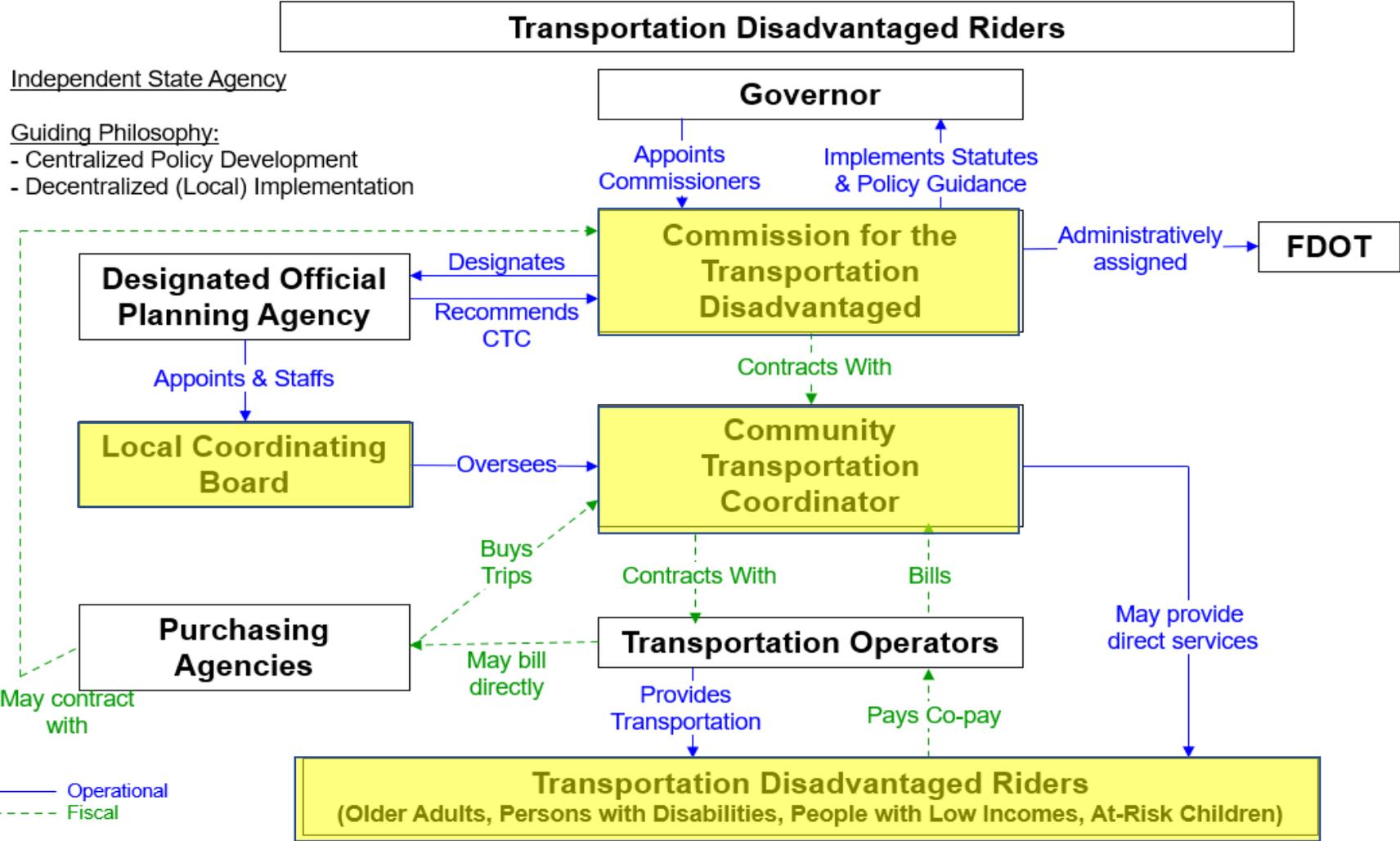
Key Definitions & Governing Statues of Program

Florida State Legislature created the Transportation Disadvantaged Commission (CTD) and Transportation Disadvantaged (TD) Trust Fund in 1989.

What is Transportation Disadvantaged?

- “Transportation disadvantaged” means those persons who because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk or at-risk as defined in s. 411.202. (F.S)”
427.011 (F.S)
- The Transportation Disadvantaged Program is a coordinated state-wide effort that groups riders together for a shared ride service. Transportation services are available in all 67 Florida counties for those who are eligible and have no access to transportation. Federal, State, and Local agencies join together to provide necessary transportation to medical appointments, employment, educational, and other life-sustaining services.
- [Florida State Statue 427.011-427.017](#)
- [Florida State Administrative Code 41-2](#)

Florida's Coordinated Transportation System Organizational Structure... At A Glance



Where You Participate

Commission for the Transportation Disadvantaged (CTD)

The Commission for the Transportation Disadvantaged (CTD) oversees the coordination of TD services across Florida's 67 counties. The CTD is made up of a 11-member governor-appointed board, representing purchasing agencies, and staff that monitors activity at a regional level.

Responsibilities

- Approves the designation of every CTC at least every five years.
- Administers the TD Trust Fund, including the awarding of grants.
- Reviews and approves Commission publications, including the Annual Performance Report.
- Develops/approves policies governing coordinated transportation (e.g., rules, procedures, etc.).
- Participates in professional development events, including an annual training workshop.
- Appoints and oversees Executive Director.

Designated Official Planning Agency (DOPA)

The Northeast Florida Regional Council has proudly served as the CTD designated official planning agency for Baker, Clay, Flagler, Nassau, St. Johns, and Putnam since 1994. The Council was made the designated planning agency for Duval county in 2021.

Responsibilities

- Assist the Community Transportation Coordinator and Local Coordinating Board in the implementation of local Transportation Disadvantaged program(s).
- Staffs Local Coordinating Board.
- Appoints members to Local Coordinating Board(s).
- Procures and recommends Community Transportation Coordinator.
- Coordinates and conducts transportation planning activities for its service area.

Local Coordinating Board (LCB)

The Commission for the Transportation Disadvantaged (CTD) outlines 18 suggested stakeholders from varied communities to form LCB voting membership. These representatives collectively advocate the needs of their communities at LCB meetings to create the local coordinated system.

LCB Community Representation

- | | |
|--|---|
| 1. Elected official
<i>*serves as chair of LCB</i> | 9. Disabled Community |
| 2. Florida Department of Transportation | 10. Citizen Advocates (2)
<i>*at least one is a TD rider</i> |
| 3. Florida Department of Children and Family Services | 11. Children at Risk |
| 4. Public Education Community | 12. Mass Transit Representative
<i>*except in cases where a CTC exists</i> |
| 5. Vocational Rehabilitation/Blind Services
<i>*in areas where they exist</i> | 13. Florida Department of Elder Affairs |
| 6. Veterans Services | 14. Private for-profit-transportation |
| 7. Florida Association for Community Action
<i>*representing the economically disadvantaged</i> | 15. Florida Agency for Healthcare Administration |
| 8. Elderly Community | 16. Medical Community |
| | 17. Workforce Development Board |

Local Coordinating Board (LCB) *Continued*

The LCB meets quarterly and provides guidance on local coordination of transportation services.

Responsibilities

- Assists in establishing eligibility guidelines and trip priorities.
- Assist with the development of the TD Service Plan.
- Evaluates the performance of CTC.
- Identifies and prioritizes local service needs.
- Appoints a grievance committee.
- Reviews and recommends other funding applications.
- Reviews strategies of service provision to the area.
- Evaluates local and regional transportation opportunities.

Community Transportation Coordinator (CTC)

CTCs are contracted agencies that provide transportation to TD customers in designated service areas.

CTCs are funded by the CTD and must abide by their standards, including receiving guidance from an LCB.

CTC by County	
Baker	Baker Council on Aging
Clay	Jacksonville Transportation Authority <i>*MV Transportation (Contracted Operator)</i>
Duval	Jacksonville Transportation Authority
Flagler	Flagler County Public Transit
Nassau	NassauTransit (JTA)
Putnam	The Ride Solution
St. Johns	St. Johns Council on Aging

Responsibilities

- Coordinates transportation services for a county.
- Provides and/or contracts with transportation operators to deliver trips for TD customers.
- Determines TD eligibility and performs gatekeeping duties.
- Invoices purchasing agencies.
- Assists Local Coordinating Board in developing their Transportation Disadvantaged Service Plan.
- Submits annual operating report (AOR) data.



How To Ride With Ride Solution

Application Process

- Applications are made available to Putnam County's residents through the Ride Solution webpage
- In order to qualify, applicants must be over the age of 60, have a disability that prevents them from driving, or have no access to transportation due to income (150% of Federal Poverty Level Guidelines)
- Applicants may be requested to submit documentation from a physician or other medical professional, or documentation proving income.



THE RIDE SOLUTION

TD PROGRAM ELIGIBILITY APPLICATION

The TD Program was established to provide transportation for individuals who are elderly, disabled, economically disadvantaged, have a child at risk or have no other forms of transportation. Our goal is to provide citizens with safe, reliable, convenient and affordable public transportation.

For more information, please call Ride Solution at 386-325-9999 or visit our website at www.theridesolution.com.

Eligibility Worksheet

Eligibility for the Transportation Disadvantaged Program is limited to individuals who are over the age of 60; have a disability that prevents the individual from driving; or who has no access to transportation due to income (150% of Federal Poverty Level Guidelines). Please include a copy of supporting documentation to confirm eligibility.

I am unable to transport myself or purchase transportation because I am (select and provide verification of at least 1 of the criteria below):

Low Income – Annual Income: \$ _____ Verified by either:

- Poverty Guideline: No. of persons in family/household _____
- DCF Benefit SSI Statement or Proof of Income letter Medicaid Card
- Unemployment Compensation Housing Benefit or Other: _____

Over the age of 60 - Date of Birth: _____ Verified by either:

- Driver's License Birth Certificate or Other: _____

Disabled – Verified by either: Disabled Veteran's Letter Doctor's note or Other: _____

Child who is disabled or high-risk – Child's Name: _____
Verified by: _____

Date: _____
Phone: _____
Unit or Apt No. _____
State: _____ Zip: _____
Date of Birth: _____
Phone: _____

Emergency Contact Relationship: _____

Mobility Aids

Please check or list any special needs or mobility aids you use or may require.

- Manual Wheelchair Powered Wheelchair Powered Scooter Walker Cane
- Personal Care Attendant (PCA) Respirator Service Animal Infant Car Seat

Do you have any other needs / conditions that we need to be aware of in order to transport you safely? Yes No. If yes, please explain _____

Certification and Acknowledgement

I understand and affirm that the information provided in this application is true and correct to the best of my knowledge. I understand that providing false or misleading information or making fraudulent claims or making false statements constitute a felony under the laws of the State of Florida.

Signature: _____ Date: _____

RETURN COMPLETED FORM TO:
RIDE SOLUTION, INC. 220 N 11TH ST, PALATKA FL 32177
OR EMAIL TO TDAGENTS@THERIDESOLUTION.COM

DO NOT WRITE THIS SPACE **OFFICE USE ONLY**

New Eligibility Redetermination Received _____ Date: _____

Reviewed by: _____
 Approved Denied - Reason: _____

File Number: TD Eligibility Form 10/01/2012



How To Ride With Ride Solution

Trip Prioritization

MEDICAL – medical, dental or therapeutic services including hospital appointments, clinic visits, dialysis, health department, mental health centers, speech, occupational, physical therapies, psychiatric, psychological services, pharmaceuticals, etc.

NUTRITIONAL – adult congregate meal programs, breakfast programs, food stamp procurement and food shopping trips.

EMPLOYMENT – work or employment related education.

SOCIAL SERVICE AGENCY – agency related support services, churches, senior citizen programs (excluding nutritional programs).

PERSONAL BUSINESS – non-agency activities essential to maintenance of independence including banking, non-shopping, legal appointments, etc.

RECREATION – non-essential, non-employment related trips to activities such as: bowling, bingo, beach, parks, restaurants, libraries, theaters, etc.



How To Ride With Ride Solution



Operating 7 days a week | 365 days a year
For full Greyhound schedules, call 1-800-231-2222
www.greyhound.com

St Augustine-Palatka-Gainesville

	AM	PM
Palatka Train Station 220 N 11 th St, Palatka	6:05	Gainesville Greyhound 3:40 101 NE 23 rd Avenue, Gainesville
Hastings	6:20	Hawthorne Hitchcock 4:00 6005 SE, US-301, Hawthorne
St Aug Greyhound 1 Castillo Dr – Bus Loop	6:45	Interlachen Hitchcock 4:30 1114 State Road 20, Interlachen
Seabridge Square Northwest of US 1 & SR 312	6:55	Palatka Train Station 5:05 220 N 11 th St, Palatka
Hastings	7:15	Hastings 5:25
Palatka Train Station	7:30	St Aug Greyhound 5:50 1 Castillo Dr – Bus Loop
Interlachen Hitchcock 1114 State Road 20	8:05	Seabridge Square 5:55 Northwest of US 1 & SR 312
Hawthorne Hitchcock 6005 SE, US-301, Hawthorne	8:35	Hastings 6:15
Gainesville Greyhound 8:55 101 NE 23 rd Avenue, Gainesville		Palatka Train Station 6:30 220 N 11 th St, Palatka

Palatka - Jacksonville

	AM	PM
Palatka Train Station 220 N 11 th St, Palatka	6:30	2:45
Green Cove Springs Dollar Tree	7:00	3:15
Orange Park 455 Park Ave @ Dogtrack	7:30	3:45
Jacksonville Greyhound Station 1111 W Forsyth St., Jacksonville	8:15	4:30
Jacksonville Greyhound Station	8:30	4:45
Orange Park McDonalds 428 Park Ave	9:00	5:00
Green Cove Springs Walgreens	9:30	5:45
Palatka Train Station	10:15	6:30

Fare \$1

Orange Park Commuter Route

Monday – Friday, excluding holidays

AM	PM
Palatka Train Station 5:25 220 North 11 th St, Palatka	Palatka Train Station 4:20 220 North 11 th St, Palatka
Green Cove Springs 5:55 Cove Plaza 1415 S Orange Ave	SJRWMD 4:35 St Johns River Water Mgmt
Orange Park Medical 6:25 In front of Sonny's @ Bus-stop	Green Cove Springs 5:05 Cove Plaza 1415 S Orange Ave
Orange Park Mall 6:32 Connect with JTA at Sears	Wal-Mart 5:20 1505 CR 220, Fleming Island
Island View Church 6:48 900 Park Ave, Orange Park	Island View Church 5:33 900 Park Ave, Orange Park
Wal-Mart 7:00 1505 CR 220, Fleming Island	Orange Park Mall 5:40 Connect with JTA at Sears
Green Cove Springs 7:20 Cove Plaza 1415 S Orange Ave	Orange Park Medical 5:53 In front of Sonny's @ Bus-stop
SJRWMD 7:50 St Johns River Water Mgmt	Green Cove Springs 6:22 Cove Plaza 1415 S Orange Ave
Palatka Train Station 8:05	Palatka Train Station 6:55



Bus Schedule

Ride Solution provides a full spectrum of community transportation services

Local and regional public transportation:

- Regional Greyhound service to Jacksonville, Gainesville and St. Augustine
- Van Pool commuter services
- Non-emergency medical transportation with accommodations for wheelchairs and stretchers
- Paratransit service available M-F within Putnam County. Reservations required two days in advance. Contact us to see if you qualify for this service.

Paratransit Fare = \$1

Greyhound/Ride Solution Fare to Jacksonville, Gainesville or St Augustine = \$2 (Fee Waived)

Ride Solution

220 North 11th Street, Palatka, FL 32177
at the Palatka Train Station
www.TheRideSolution.com
386-325-9999

If you are unable to access a Ride Solution bus stop due to a disability, contact us for potential paratransit eligibility.

Office open Monday - Friday 6 am - 6:30 pm
Weekends 6 am - 10 am and 2:30 pm - 6:30 pm
Schedule is subject to change
(Edition 01-2024)



**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
Teams Meeting ID: 246 060 031 730 1
Passcode: 5ti7i2Ti

Monday, November 17, 2025, immediately following the Public Hearing
*Denotes Required Action Item

1. Welcome, Call to Order, Roll Call/Quorum Review – Chair Wilkinson
2. Additions, Deletions, and Changes to the Agenda – Chair Wilkinson
3. Approval of September 15, 2025, Meeting Minutes – Chair Wilkinson * (pg.2-7)
4. LCB Membership (pg.8)
5. Election of LCB Vice-Chair*
6. Annual Grievance Procedure Review* (pg.9-10)
7. Election of Grievance of Committee*
8. Election of CTC Evaluation Committee*
9. Northeast Florida Regional Council Update – Ms. Jones
 - a. TD 101 (pg.11-15)
10. Community Transportation Coordinator (CTC) System Update – Mr. Thompson
 - a. Annual Operation Report* (pg.16-22)
 - b. CTC Quarterly Update (pg.23-27)
 - c. Grants Update* (Approval if required)
11. Old Business
12. New Business
13. Public Comment – LIMITED TO 3 MINUTES PER SPEAKER
14. Member and Department Reports
15. Adjournment – Chair Wilkinson

Next LCB Meeting: February 9, 2026, at 10:30 a.m.
Putnam County Planning & Development Conference Room,
2509 Crill Avenue, Suite 300, Palatka, Florida, 32177



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

Monday, September 15, 2025

Northeast Florida Regional Council
Elizabeth Payne, AICP
Chief Executive Officer

Putnam County Commission
Hon. Leota Wilkinson, Chair

Florida Transportation
Disadvantaged Commission
Monica Russell, 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 Microsoft Teams on Monday, September 15, 2025. Chair Leota Wilkinson called the meeting to order at 10:30 a.m. with the following members present:

Representing:	Voting Member:
Elected Official/Chair	Leota Wilkinson (In-person)
Florida Department of Transportation	Geanelly Reveron (Virtual)
Department of Children and Families	John Wisker (Virtual)
Public Education	Sharon Spell (In-person)
Department of Education Voc. Rehab.	Rochelle Price (In-person)
Veterans	Allen Buquo (In-person)
Citizen Advocate/User	Darlene Laibl-Crowe (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

Citizen Advocate/Non-User	Christopher Glymph
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

None

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 19, 2025, Meeting Minutes*

Mr. Buquo motioned for the approval of the May 19, 2025, meeting minutes. Mr. Albert seconded the motion. The meeting minutes were approved unanimously.

4. LCB Membership

Ms. Jones reviewed the LCB membership vacancies. There were several suggestions on who to reach out to potentially fill these vacancies.

5. Northeast Florida Regional Council Update

a.) TDSP Annual Review (Roll Call Vote) *

Ms. Jones stated she has updated the TDSP with the updated demographic information. It was stated that the plan will need to be revisited in the next quarter due to its expiration on June 30. Concerns were raised about the lack of a standardized plan for regionalization in public transportation. A roll call vote was held, resulting in unanimous approval of the TDSP.

b.) TD 101

Summer Jones provided an overview of the Transportation Disadvantaged program, highlighting the groups that fall under this category, such as older adults and individuals with disabilities. She discussed the establishment of the Commission for the Transportation Disadvantaged in 1979 and its role in coordinating services statewide. Additionally, she mentioned the criteria for non-sponsored eligibility for transportation services.

After the discussion regarding the RFP, Ms. Jones presented a very brief presentation on Jacksonville Transportation Authority's NAVI (Neighborhood Autonomous Vehicle Innovation). There were some concerns about suitability for individuals with disabilities due to motion sensitivity and the process of securing passengers.

Mr. Albert and other members highlighted the necessity of outreach to identify transportation needs in rural communities, referring to statistics about disability. Geanelly Reveron contributed by advocating vanpool services as a cost-effective solution and suggested that providers could present their technologies in future meetings. There were also raised concerns about tracking unmet transportation requests to better understand community needs.

It was also discussed that Putnam County could drastically benefit from having an autonomous vehicle system like NAVI.

c.) RFP Timeline

Ms. Jones provided an update and timeline for the upcoming Request for Proposal.

6. Community Transportation Coordinator (CTC) System Update

a) Annual Operation Report*

The Annual Operation Report has been submitted but not approved by the CTD. It will be brought to the November LCB meeting for approval.

b) 2025-2026 Rate Model*

The 2025-2026 ambulatory rate is \$4.75, and the wheelchair rate is \$8.15. The rates remain unchanged from 2024-2025.

There was a motion from Mr. Albert to approve the Rate Model and a second from Ms. Spell. The Rate Model was approved unanimously.

Mr. Thompson and Ms. Beltran confirmed that the city bus service will be funded through state appropriations and is set to operate five days a week. Geanelly Reveron indicated that while there is no definitive start date, the service could potentially begin before October 15th, depending on the approval of the FM number.

c) Mr. Thompson gave the quarterly update:

- May 2025 there was a total of 1,256 trips.
- June 2025 there was a total of 1,267 trips.
- July 2025 there was a total of 1,333 trips.
- August 2025 there was a total of 1,292 trips.

d) Grants Update: There were no grants updates.

7. Old Business

There was no old business.

8. New Business

There was no new business.

9. Public Comment

There was no public comment.

10. Member and Department Reports

There were no members and department reports.

11. Adjournment

Ms. Wilkinson adjourned the meeting at 12:00 p.m. The Annual Public Hearing the next LCB meeting will take place on November 17, 2025, at 10:30 a.m. in the Putnam County Planning and Development Conference Room.

DRAFT

ATTENDANCE RECORD
 PUTNAM COUNTY
 LOCAL COORDINATING BOARD

Position	Name/Alt.	09/15/25	5/19/25	2/10/25	11/18/24
1. Chairperson	Commissioner Wilkinson/ Commissioner Adamczyk	P	P	a	a
2. Dept. of Transportation	Geanelly Reveron / Christina Nalsen / Lauren Adams	P	P	P	P
3. Dept. Of Children and Families	Christina Gillis / John Wisker	P	P	P	a
4. Public Education	Sharon Spell	P	a	a	a
5. Vocational Rehab. (Dept. Ed.)	Rochelle Price	P	a	a	a
6. Veteran Services	Allen Buquo	P	a	a	a
7. Community Action(Econ. Disadv)	VACANT-Cyperianna Murray	-	-	a	P
8. Elderly	VACANT/Fran Rossano / Betty Fisher	-	-	-	a
9. Disabled	Vacant/Brenda Lang	-	-	-	a
10. Citizen Advocate/User	Darlene Laibl-Crowe	P	P	a	P
11. Citizen Advocate/Non-User	Christopher Glymph	a	P	P	P
12. Children at Risk	Vacant	-	-	-	-
13. Dept. Of Elder Affairs	Vacant	-	-	-	-
14. Private for Profit Transportation	Vacant	-	-	-	-
15. Agency for Health Care Adm.	Pamela Hagley / Reeda Harris	P	P	P	P
16. Agency for Persons w/Disabilities	Sheryl Stanford / Diana Burgos- Garcia	P	P	a	a
17. Regional Workforce Dev. Brd.	Marc Albert	P	P	a	P
18. Local Medical Community	Nancy Russo	a	a	a	P

VACANT
 Community Action (Econ. Disadvantaged)
 Elderly
 Disabled
 Children at Risk
 Private for Profit Transportation
 Elder Affairs

PLEASE SIGN IN!



COMMISSION FOR THE
TRANSPORTATION DISADVANTAGED

Date: September 15, 2025
Time: 10:30 a.m.

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

Name	Address	Phone	E-Mail
Allen Bujou	vet SVC'S	3863290328	ALLEN.BUJOU@PU-NTM-FL.GOV
Marcarmen Beltran	Ride Solution		MBeltran@ridesolution.org
MARC ALBERT	400 N 19 PALATKA		MAILBERT@CAREERsourcesfla
Sharon A. Spell	1400 N SR 19, Palatka	(386)329-0553	SSpell@my.putnamsdisadv.org
Leota Wilkinson			
Froya	220 N 11th St PALATKA	386 325-9999	boyd@Providedolutions.org
Rockelle Price	ocala	352-512-6364	Rockelle.Price@VR.fl.org
LEOTA WILKINSON	ONFILE	ONFILE	ONFILE
Summer Jones			
Leigh Misuj			

First Name	Last Name	Organization	Representing	Voting/Non-Voting	Grievance Committee	Evaluation Committee	Comments
CLAY COUNTY							
Kristen	Burke	Clay County BOCC	Elected Official	Voting		Feb-26	Chair
Geanelly	Reveron	FDOT, District 2	FDOT	Voting			
<i>Heather</i>	<i>Fish</i>	<i>FDOT, District 2</i>	<i>FDOT</i>	<i>Alternate</i>			
<i>Janell</i>	<i>Damato</i>	<i>FDOT, District 2</i>	<i>FDOT</i>	<i>Alternate</i>			
Donna	Johnson	Dept of Children & Families, Adult Protective Srvc.	DCFS	Voting		Feb-26	
<i>Christina</i>	<i>Gillis</i>	<i>Dept of Children & Families, Adult Protective Srvc.</i>	<i>DCFS</i>	<i>Alternate</i>			
VACANT			Public Education	VACANT			
Deladrika	Brown	Vocational Rehabilitation	Vocational Rehab/Dept. of Ed.	Voting			
Ansil	Lewis	Veteran's Council of Clay County	Veterans	Voting	Feb-26		
<i>Arvid</i>	<i>Nelson</i>	<i>Veteran's Council of Clay County</i>	<i>Veterans</i>	<i>Alternate</i>			
VACANT			Community Action (Econ. Disadvantaged)	VACANT			
Sam	Hall	Aging True	Elderly	Voting			
VACANT			Disabled	VACANT			
VACANT			Citizen Advocate User	VACANT			
Jan	Reeder		Citizen Advocate Non-User	Voting			
VACANT			Children At Risk	VACANT			
Janet	Dickinson	NE Florida Area Agency on Aging	Dept of Elder Affairs	Voting	Feb-26		Vice-Chair
Priscilla	Jiminez	Clay Care Mobility	Private for Profit Transportation	Voting			
Pamela	Hagley	Agency for Health Care Admin	AHCA	Voting			
<i>Reeda</i>	<i>Harris</i>	<i>Agency for Health Care Admin</i>	<i>AHCA</i>	<i>Alternate</i>			
Sheryl	Stanford	Agency for Persons with Disabilities	Agency for Persons with Disabilities	Voting			
Lou Anne	Hasty	CareerSource Northeast Florida	Workforce Development	Voting			
Heather	Huffman	Florida Department of Health in Clay County	Local Medical Community	Voting			
<i>Ekiuwa</i>	<i>Daniels</i>	<i>Florida Department of Health in Clay County</i>	<i>Local Medical Community</i>	<i>Alternate</i>			
Thomas	Caulder	Jacksonville Transportation Authority	CTC/JTA	Non-Voting			Interim Mobility Contract Manager
Mike	Landrum	Jacksonville Transportation Authority	CTC / JTA	Non-Voting			(JTA) Eligibility Supervisor
Mia	Johnson	Jacksonville Transportation Authority	CTC / JTA	Non-Voting			CTC (JTA) Connexion Manager
Angela	Brown	Jacksonville Transportation Authority	CTC/JTA	Non-Voting			
Peter	McArdle	Jacksonville Transportation Authority	CTC / JTA	Non-Voting			(JTA) Accounting Manager
Jason	Clark	Clay County Community Services	Community Services	Technical Advisor			
April	Bachus			Interested Party			
Howard	Wanamaker	Clay County	County Manager	Interested Party			
Troy	Nagle	Clay County	Assistant County Manager	Interested Party			
Laura	Christmas	Clay County	County Communications Director	Interested Party			
Michael	Slaughter	Clay County Community Services	Community Services	Technical Advisor			
Shontey	Hambrick	Clay County	Director of Community Services	Interested Party			
Lorin	Mock	Clay County BOCC		Interested Party			
Teresa	Capo	Clay County BOCC	asst. to Comm. Condon	Interested Party			include on distribution list for 2022
			8				

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.

b. TD 101

Planning Agency

- ▶ Can be a Metropolitan/Transportation Planning Organization
- ▶ Regional Planning Council
- ▶ Local Planning Organization

Designated Official Planning Agency (DOPA)

The Northeast Florida Regional Council has proudly served as the CTD designated official planning agency for Baker, Clay, Flagler, Nassau, St. Johns, and Putnam since 1994. The Council was made the designated planning agency for Duval county in 2021.

Responsibilities

- Assist the Community Transportation Coordinator and Local Coordinating Board in the implementation of local Transportation Disadvantaged program(s).
- Staffs Local Coordinating Board.
- Appoints members to Local Coordinating Board(s).
- Procures and recommends Community Transportation Coordinator.
- Coordinates and conducts transportation planning activities for its service area.

Local Coordinating Board

Responsibilities

- Assists in establishing eligibility guidelines and trip priorities.
- Assist with the development of the TD Service Plan.
- Evaluates the performance of CTC.
- Identifies and prioritizes local service needs.
- Appoints a grievance committee.
- Reviews and recommends other funding applications.
- Reviews strategies of service provision to the area.
- Evaluates local and regional transportation opportunities.

Local Coordinating Board (LCB)

The Commission for the Transportation Disadvantaged (CTD) outlines 17 suggested stakeholders from varied communities to form LCB voting membership. These representatives collectively advocate the needs of their communities at LCB meetings to create the local coordinated system.

LCB Community Representation

- | | |
|--|---|
| 1. Elected official
<i>*serves as chair of LCB</i> | 9. Disabled Community |
| 2. Florida Department of Transportation | 10. Citizen Advocates (2)
<i>*at least one is a TD rider</i> |
| 3. Florida Department of Children and Family Services | 11. Children at Risk |
| 4. Public Education Community | 12. Mass Transit Representative
<i>*except in cases where a CTC exists</i> |
| 5. Vocational Rehabilitation/Blind Services
<i>*in areas where they exist</i> | 13. Florida Department of Elder Affairs |
| 6. Veterans Services | 14. Private for-profit-transportation |
| 7. Florida Association for Community Action
<i>*representing the economically disadvantaged</i> | 15. Florida Agency for Healthcare Administration |
| 8. Elderly Community | 16. Medical Community |
| | 17. Workforce Development Board |



CTC Organization

County: Putnam

CTC Status: Complete

Fiscal Year: 7/1/2024 - 6/30/2025

CTD Status: Complete

Date Initiated: 8/21/2025

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): _____



CTC Trips

County: Putnam
 Fiscal Year: 07/01/2024 - 06/30/2025

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
Service Type - One Way						
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	0	N/A	0
Deviated Fixed Route Service	18,051	N/A	18,051	29,260	N/A	29,260
Complementary ADA Service	0	N/A	0	0	N/A	0
Paratransit						
Ambulatory	12,744	0	12,744	17,077	0	17,077
Non-Ambulatory	3,939	0	3,939	3,111	0	3,111
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	1,106	N/A	1,106	1,009	N/A	1,009
Total - Service Type	35,840	0	35,840	50,457	0	50,457
Contracted Transportation Operator						
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
Total - Contracted Transportation Operator Trips	0	0	0	0	0	0
Revenue Source - One Way						
Agency for Health Care Administration (AHCA)	1,366	0	1,366	759	0	759
Agency for Persons with Disabilities (APD)	5,536	0	5,536	9,960	0	9,960
Comm for the Transportation Disadvantaged (CTD)	15,536	N/A	15,536	18,814	N/A	18,814
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)	12,296	0	12,296	20,922	0	20,922
Local Government	0	0	0	1	0	1
Local Non-Government	1,106	0	1,106	1	0	1
Other Federal & State Programs	0	0	0	0	0	0
Total - Revenue Source	35,840	0	35,840	50,457	0	50,457



CTC Trips (cont'd)

County: Putnam
 Fiscal Year: 07/01/2024 - 06/30/2025

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
Passenger Type - One Way						
Older Adults	11,876	0	11,876	17,660	0	17,660
Children At Risk	0	0	0	0	0	0
Persons With Disabilities	13,532	0	13,532	9,960	0	9,960
Low Income	10,432	0	10,432	22,837	0	22,837
Other	0	0	0	0	0	0
Total - Passenger Type	35,840	0	35,840	50,457	0	50,457
Trip Purpose - One Way						
Medical	12,843	0	12,843	16,495	0	16,495
Employment	7,112	0	7,112	8,296	0	8,296
Education/Training/Daycare	5,321	0	5,321	8,952	0	8,952
Nutritional	2,202	0	2,202	4,693	0	4,693
Life-Sustaining/Other	8,362	0	8,362	12,021	0	12,021
Total - Trip Purpose	35,840	0	35,840	50,457	0	50,457
Unduplicated Passenger Head Count (UDPHC)						
UDPHC	1,638	0	1,638	2,146	0	2,146
Total - UDPHC	1,638	0	1,638	2,146	0	2,146
Unmet & No Shows						
Unmet Trip Requests	0	N/A	0	0	N/A	0
No Shows	0	N/A	0	0	N/A	0
Customer Feedback						
Complaints	1	N/A	1	0	N/A	0
Commendations	1	N/A	1	0	N/A	0



CTC Vehicles & Drivers

County: Putnam
 Fiscal Year: 07/01/2024 - 06/30/2025

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
Vehicle Miles						
Deviated Fixed Route Miles	281,771	N/A	281,771	335,261	N/A	335,261
Complementary ADA Service Miles	0	N/A	0	0	N/A	0
Paratransit Miles	143,825	0	143,825	163,179	0	163,179
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	2,766	N/A	2,766	9,529	N/A	9,529
Total - Vehicle Miles	428,362	0	428,362	507,969	0	507,969
Roadcalls & Accidents						
Roadcalls	7	0	7	4	0	4
Chargeable Accidents	0	0	0	2	0	2
Vehicle Inventory						
Total Number of Vehicles	17	0	17	19	0	19
Number of Wheelchair Accessible Vehicles	16	0	16	17	0	17
Drivers						
Number of Full Time & Part Time Drivers	14	0	14	15	0	15
Number of Volunteer Drivers	2	0	2	3	0	3



CTC Revenue Sources

County: Putnam
 Fiscal Year: 07/01/2024 - 06/30/2025

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
Agency for Health Care Administration (AHCA)	\$ 39,276	\$ 0	\$ 39,276	\$ 23,341	\$ 0	\$ 23,341
Agency for Persons with Disabilities (APD)	\$ 63,842	\$ 0	\$ 63,842	\$ 126,677	\$ 0	\$ 126,677
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
Commission for the Transportation Disadvantaged (CTD)						
Non-Sponsored Trip Program	\$ 447,020	N/A	\$ 447,020	\$ 429,862	N/A	\$ 429,862
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
Department of Transportation (DOT)						
49 USC 5307	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5310	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311	\$ 734,280	\$ 0	\$ 734,280	\$ 631,836	\$ 0	\$ 631,836
49 USC 5311 (f)	\$ 744,539	\$ 0	\$ 744,539	\$ 842,449	\$ 0	\$ 842,449
Block Grant	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Service Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commuter Assistance Program	\$ 145,158	\$ 0	\$ 145,158	\$ 119,609	\$ 0	\$ 119,609
Other DOT	\$ 0	\$ 0	\$ 0	\$ 22,490	\$ 0	\$ 22,490
Local Government						
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	\$ 6,250	\$ 0	\$ 6,250	\$ 0	\$ 0	\$ 0
City In-Kind	\$ 20,900	\$ 0	\$ 20,900	\$ 14,400	\$ 0	\$ 14,400
Other Cash	\$ 0	\$ 0	\$ 0	\$ 2,546	\$ 0	\$ 2,546
Other In-Kind	\$ 0	\$ 0	\$ 0	\$ 250	\$ 0	\$ 250
Local Non-Government						
Farebox	\$ 11,768	\$ 0	\$ 11,768	\$ 19,953	\$ 0	\$ 19,953
Donations/Contributions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Non-Government	\$ 7,432	\$ 0	\$ 7,432	\$ 7,500	\$ 0	\$ 7,500
Other Federal & State Programs						
Other Federal Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other State Programs	\$ 22,899	\$ 0	\$ 22,899	\$ 0	\$ 0	\$ 0
Total - Revenue Sources	\$ 2,273,364	\$ 0	\$ 2,273,364	\$ 2,270,913	\$ 0	\$ 2,270,913



**Transportation
Disadvantaged**

CTC Expense Sources

County: Putnam
Fiscal Year: 07/01/2024 - 06/30/2025

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
Labor	\$ 933,748	\$ 0	\$ 933,748	\$ 1,154,303	\$ 0	\$ 1,154,303
Fringe Benefits	\$ 222,729	\$ 0	\$ 222,729	\$ 270,597	\$ 0	\$ 270,597
Services	\$ 279,587	\$ 0	\$ 279,587	\$ 263,233	\$ 0	\$ 263,233
Materials & Supplies Consumed	\$ 287,422	\$ 0	\$ 287,422	\$ 320,861	\$ 0	\$ 320,861
Utilities	\$ 52,899	\$ 0	\$ 52,899	\$ 58,971	\$ 0	\$ 58,971
Casualty & Liability	\$ 463,692	\$ 0	\$ 463,692	\$ 454,432	\$ 0	\$ 454,432
Taxes	\$ 2,807	\$ 0	\$ 2,807	\$ 1,954	\$ 0	\$ 1,954
Miscellaneous	\$ 21,842	\$ 0	\$ 21,842	\$ 11,953	\$ 0	\$ 11,953
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 17,639	\$ 0	\$ 17,639	\$ 23,290	\$ 0	\$ 23,290
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
Purchased Transportation Services						
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
Total - Expense Sources	\$ 2,282,365	\$ 0	\$ 2,282,365	\$ 2,559,594	\$ 0	\$ 2,559,594

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	1,638



Trips By Type of Service	2023	2024	2025
Fixed Route (FR)	2,484	0	0
Deviated FR	47,251	29,260	18,051
Complementary ADA	0	0	0
Paratransit	15,733	20,188	16,683
TNC	0	0	0
Taxi	0	0	0
School Board (School Bus)	0	0	0
Volunteers	2,446	1,009	1,106
TOTAL TRIPS	67,914	50,457	35,840

Vehicle Data	2023	2024	2025
Vehicle Miles	612,603	507,969	428,362
Roadcalls	5	4	7
Accidents	0	2	0
Vehicles	26	19	17
Drivers	24	18	16

Passenger Trips By Trip Purpose	2023	2024	2025
Medical	15,672	16,495	12,843
Employment	9,559	8,296	7,112
Ed/Train/DayCare	10,057	8,952	5,321
Nutritional	6,257	4,693	2,202
Life-Sustaining/Other	26,369	12,021	8,362
TOTAL TRIPS	67,914	50,457	35,840

Financial and General Data	2023	2024	2025
Expenses	\$2,576,352	\$2,559,594	\$2,282,365
Revenues	\$2,567,042	\$2,270,913	\$2,273,364
Commendations	3	0	1
Complaints	0	0	1
Passenger No-Shows	0	0	0
Unmet Trip Requests	0	0	0

Passenger Trips By Revenue Source	2023	2024	2025
CTD	28,511	18,814	15,536
AHCA	528	759	1,366
APD	13,232	9,960	5,536
DOEA	0	0	0
DOE	0	0	0
Other	25,643	20,924	13,402
TOTAL TRIPS	67,914	50,457	35,840

Performance Measures	2023	2024	2025
Accidents per 100,000 Miles	0	0.40	0
Miles between Roadcalls	122,521	126,992	61,195
Avg. Trips per Passenger	33.26	23.51	21.88
Cost per Trip	\$37.94	\$50.73	\$63.68
Cost per Paratransit Trip	\$39.38	\$50.73	\$63.68
Cost per Total Mile	\$4.21	\$5.04	\$5.33
Cost per Paratransit Mile	\$4.21	\$5.04	\$5.33

Trips by Provider Type	2023	2024	2025
CTC	67,914	50,457	35,840
Transportation Operator	0	0	0
Coordination Contractor	0	0	0
TOTAL TRIPS	67,914	50,457	35,840

RIDE SOLUTION, INC.

NOVEMBER 2025 LOCAL COORDINATING BOARD UPDATE

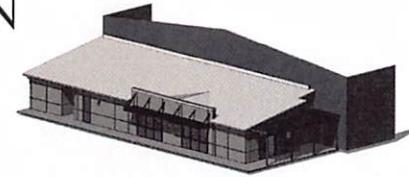
A.	2025	NS TRIPS
a.	JAN.	1283
b.	FEB.	1265
c.	MAR.	1168
d.	APR.	1288
e.	MAY	1256 CORRECTED
f.	JUNE	1267
g.	JULY	1333
h.	AUG.	1375
i.	SEPT.	1252
j.	OCT. Prel.	1465

B. Bus Depot Improvement Project Update

- a. Plot layout
- b. Admin building schematics
- c. City Ordinance to vacate unimproved Laurel St extension

RENOVATIONS & ADDITION TO THE RIDE SOLUTION

ADMINISTRATION BLDG.
310 SOUTH 10TH STREET
PALATKA, FLORIDA 32177



Revisions		
No.	Desc.	Date

CRG
CRG ARCHITECTS / PALATKA, INC.
214A ST. JOHN'S AVE.
PALATKA, FL 32177
A A 0 0 2 6 0 4
p. 386 - 325 - 0213
f. 386 - 328 - 1401

90% COMPLETE
ADMIN BLDG. COVER SHEET/LIFE SAFETY

RENOVATIONS & ADDITIONS TO THE RIDE SOLUTION
310 SOUTH 10TH ST. PALATKA, FL 32177

Project number: 010ZAD7
Date: 11/12/25
Drawn by: TB
Checked by: JK

A00CS
OF SHEETS
Scale: 1/4" = 1'-0"

CODE REVIEW

APPLICABLE CODES
NFPA 1, FIRE CODE 2021
NFPA 101 LIFE SAFETY CODE 2021
FLORIDA BUILDING CODE 2021

OCCUPANCY CLASSIFICATION
BUSINESS GROUP (B) / FEC
SMALL OCCUPANCY

TYPE OF CONSTRUCTION
TYPE I-A
NOT SPRINKLED

BUILDING AREA
NEW CONSTRUCTION 2,240 SF

GENERAL BUILDING HEIGHTS AND AREAS

MAXIMUM ALLOWABLE HEIGHT	50'
ACTUAL BUILDING HEIGHT	16'-0"
MINIMUM ALLOWABLE STORIES ABOVE GRADE	2
ACTUAL STORIES ABOVE GRADE	1
MAXIMUM ALLOWABLE BUILDING AREA	12,500 SF
ACTUAL BUILDING AREA	2,240
MEZZANINE	NONE

TYPES OF CONSTRUCTION (FIRE RATING REQUIREMENTS)

PRIMARY STRUCTURAL FRAME	0
BEARING WALLS AND PARTITIONS	2
EXTERIOR	2
INTERIOR	0
NON-BEARING WALLS AND PARTITIONS	0
INTERIOR	0
FLOOR CONSTRUCTION	0
ROOF CONSTRUCTION	0

INTERIOR WALL AND CEILING FINISH (NON-SPRINKLED)

INTERIOR EXIT STAIRWAYS AND RAMPS AND EXIT PASSAGES	A
CORRIDORS AND ENCLOSURE FOR EXIT ACCESS	B
STAIRWAYS AND RAMPS	B
ROOMS AND ENCLOSED SPACES	C

CLASS OF MATERIALS - SLAB SPREAD INDEX - TRAFFIC DEV. INDEX

CLASS A	0 - 75	0 - 400
CLASS B	76 - 75	0 - 400
CLASS C	76 - 200	0 - 400

AUTOMATIC SPRINKLER SYSTEM
GROUP M NOT REQUIRED PER FBC 903.2.1

BASEMENT FLOOR AREA FIRE OCCUPANT

BUSINESS	60 GROSS
STORAGE, STOCK, SHIPPING AREAS	300 GROSS
BUSINESS AREAS	150 GROSS
ACCESSORY STORAGE AREAS	300 GROSS
MICROWAVE EQUIPMENT ROOM	300 GROSS

TOTAL OCCUPANCY FOR THIS PROJECT: 48

MEANS OF EGRESS SIZING

STAIRS	0.2' PER PERSON (44" WIDE MIN)
DOORS	0.2' PER PERSON (30" WIDE MIN)
CORRIDOR	0.2' PER PERSON (44" WIDE MIN)
RAMPS	0.2' PER PERSON (44" WIDE MIN)

NUMBER OF EXITS AND ACCESS COORDINATE

SPACES WITH ONE EXIT OR ACCESS COORDINATE	B
OCCUPANCY	48
MAXIMUM OCCUPANT LOAD OF SPACE	48
COMMON PATH OF TRAVEL DL <= 30'	72
COMMON PATH OF TRAVEL DL > 30'	72

DESIGNED EGRESS COMPONENTS
EXIT ACCESS TRAVEL DISTANCE 200'
CORRIDOR FIRE RESISTANCE RATING GREATER THAN 1 HOUR
THIS STRUCTURE DOES NOT HAVE ANY CORRIDORS THAT SERVE MORE THAN 30 PEOPLE
DEAD END CORRIDOR 30'

LIFE SAFETY PLAN LEGEND

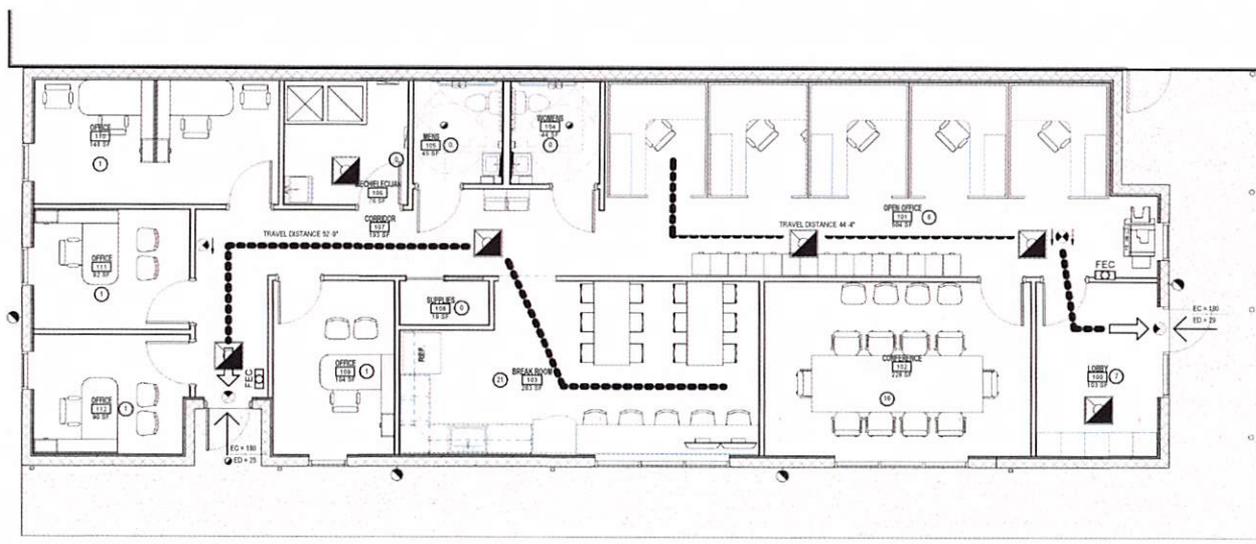
	OCCUPANCY NUMBER		FIRE EXTINGUISHER (SURFACE MOUNT)
	DIRECTION OF EGRESS		FIRE EXTINGUISHER AND CABINET
	SECONDARY EGRESS		EMERGENCY LIGHT
	FIREMAN ACCESS		SMOKE DETECTOR
	EC = XXX ED = XXX		HEAT DETECTOR
	1 HOUR FIRE RATED		SEMI FLUSH MOUNTED FIRE ALARM (ACCOUSTICAL WARNING DEVICE)
	SMOKE BARRIER WALL (DEAL TO UNDERSIDE OF ROOF DECK)		FIRE ALARM VISUAL STROBE
	PATH OF TRAVEL		FLUSH MOUNTED FIRE ALARM (HALL STATION)
	EXIT SIGN		EXIT SIGN WITH EMERGENCY LIGHTING



- NEW BUILDING -**
- PROVIDE NEW +/- 2,240 S.F. CMU BLDG.
 - NEW BUILDING WILL BE ADMINISTRATION CONSISTING OF:
 - 4 OFFICE SPACES
 - 6 CUBICLES
 - BREAK ROOM
 - STAFF AND PUBLIC RESTROOM FACILITIES
 - LOBBY
 - CONFERENCE ROOM
 - MECH & SUPPLIES

INDEX TO DRAWINGS

Sheet Number	Sheet Name
A00CS	ADMIN BLDG. COVER SHEET/LIFE SAFETY
A01	ADMIN BLDG. ABBREVIATIONS & LEGENDS
AT00	ADMIN BLDG. EXTERIOR & INTERIOR ELEVATIONS
A101	ADMIN BLDG. FLOOR PLAN PROPOSED
A102	ADMIN BLDG. FOUNDATION PLAN
A200	ADMIN BLDG. REFLECTED CEILING, FL FIN PLAN
A300	ADMIN BLDG. ROOF PLAN
A500	ADMIN BLDG. SECTION 1
A501	ADMIN BLDG. SECTION 2, DETAILS



2 LIFE SAFETY PLAN
SCALE: 1/4" = 1'-0"

STATEMENT OF COMPLIANCE:
To the best of my knowledge, these construction documents are in compliance with criteria set forth in the current edition of the Florida Building Code and Florida Statutes.

PALATKA DAILY NEWS

SATURDAY, OCTOBER 11, 2025

PUTNAM COUNTY'S COMMUNITY NEWSPAPER

Officials see renewed services as reconnecting Putnam

The Ride Solution buses are parked at the company's headquarters in Palatka.



File photo

By PETER WILLOTT
Palatka Daily News
pwilott@palatkadailynews.com

After almost two years without its signature flex routes, Putnam County's public bus system is rolling back into service.

The Ride Solution, the county's non-profit public transportation provider, will restore its CityBus and countywide flex routes beginning Oct. 20, thanks to a \$1.3 million appropriation administered through the Florida Department of Transportation.

"This funding allows us to resume the

routes we had to shut down in December 2023," said Maricarmen Beltran, The Ride Solution's director of administration. "It means people throughout the county will again have access to transportation for work, school, shopping and medical appointments, the basic mobility we all depend on."

The first routes to return will be the Palatka CityBus circulator, running Mondays, Wednesdays and Fridays from 7:15 a.m. to 5:15 p.m. and Tuesdays and Thursdays from 7:15 a.m. to 12:15 p.m.

Those buses will loop through Palatka's core neighborhoods, providing low-cost

rides to grocery stores, medical offices, St. Johns River State College and HCA Florida Putnam Hospital.

Beltran said the countywide flex routes, which connect Palatka with outlying communities, including Interlachen and Crescent City, among other areas, are expected to resume in November once new drivers are hired and schedules are finalized.

"We're interviewing now for both (commercial driver's licence) and non-CDL

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drivers," Beltran said. "As soon as we're fully staffed, those longer routes will reopen. They're the backbone of our county service, bringing people into Palatka early in the morning and returning them home later in the day.

"We're looking for people who care about their community. These drivers become part of their riders' daily lives."

The Ride Solution's bus system, once a lifeline for thousands of residents, was abruptly curtailed in December 2023 when the agency ran out of operating funds.

The impact was immediate. According to The Ride Solution's annual reports, the system provided 67,917 passenger trips during fiscal year 2023. But once the flex routes shut down, ridership fell nearly 50% to 35,840 trips the following year.

"That shows the magnitude of the loss," Beltran said. "Those routes were how people in South Putnam, Interlachen and other rural areas got to Palatka. Without them, people were stranded."

Beltran said the new funding will help restore that lost mobility, but it comes with a caveat. The appropriation is nonrecur-



File photo

needs of the general public and residents who qualify as transportation-disadvantaged, those who are elderly, disabled or low-income.

Through its Transportation Disadvantaged program, Ride Solution provides door-to-door or curb-to-curb service for eligible riders. The service takes residents to medical appointments, grocery stores, food banks, churches and workplaces.

"We pick up seniors, veterans and people with disabilities who might not have any other way to get around," Beltran said. "We

designated bus stops throughout the county and pay modest fares for each trip.

Beltran said the north side of Palatka, along with residential neighborhoods on Husson Avenue, remains one of the system's busiest areas.

"That's where we see the greatest need," she said. "These are working families, seniors and students who depend on reliable, affordable transportation."

Among the areas most affected by the cuts were South Putnam, including Crescent City and surrounding rural

"It's freedom and independence for people who can't drive," she said. "We see firsthand how vital this is to people's quality of life."

Updated bus schedules will soon be available on the agency's website, www.theridesolution.org, and printed copies will be distributed at public buildings, shopping centers and other high-traffic locations throughout the county.

Beltran encouraged residents to call The Ride Solution's main office at 386-325-9999 for route details or eligibility information.

ring, meaning the agency must reapply for legislative funding each year.

"We're already working with our partners and the state to find a long-term funding model," she said. "This is about more than transportation. It's about connecting people to opportunity."

The Ride Solution's service area covers all of Putnam County, with routes and programs designed to meet the

even transport clients to and from the Arc of Putnam (County) workshops and to Heart of Putnam's food pantry."

The agency also works with Medicaid brokers to provide transportation for medical trips covered by the state's Medicaid program.

The reinstated flex routes and CityBus service are open to the general public; no certification is required. Riders can board at

communities.

"South Putnam was the most underserved after the shutdown," Beltran said. "We heard from veterans who couldn't get to their (Veterans Affairs) appointments in Gainesville and residents who lost their only means to get to jobs or essential services."

For many riders, Beltran said, The Ride Solution isn't just a bus line. It's a lifeline.

"We're happy to walk anyone through the process," she said.

Beltran hopes that with the restored routes, Putnam residents will again see public transportation as a reliable and affordable way to get where they need to go.

"Our buses don't just move people," she said. "They connect communities. This is a step toward rebuilding something that benefits all of Putnam County."