



**ST. JOHNS COUNTY**  
**TRANSPORTATION DISADVANTAGED**  
**LOCAL COORDINATING BOARD (LCB) QUARTERLY MEETING**

**MEETING AGENDA**

St. Johns County Council on Aging Senior Center, 179 Marine Street, St. Augustine, FL

Teams Meeting ID: 212 452 538 272 4

Passcode: JE2QC7js

Tuesday, September 9, 2025, at 1:30 p.m.

\*Denotes Required Action Item

1. Welcome, Call to Order, Roll Call/Quorum Review –Chair Whitehurst\*
2. Additions, Deletions, and Changes to the Agenda – Chair Whitehurst\*
3. Public Comment – LIMITED TO 3 MINUTES PER SPEAKER
4. Approval of the May 13, 2025, Meeting Minutes – Chair Whitehurst \* (pg.2-7)
5. LCB Membership (pg.8)
6. Northeast Florida Regional Council Update – Ms. Jones
  - a. TD 101 (pg.9-15)
  - b. Ride United (pg.16)
  - c. RFP Timeline (pg.17)
7. Community Transportation Coordinator (CTC) System Update – Mr. McCord
  - a. Annual Operation Report\*
  - b. 2025-2026 Rate Model\*(pg.18-31)
  - c. CTC Quarterly Update (pg.32)
  - d. Grants Update\* (Approval if required)
8. Old Business
9. New Business
10. Member and Department Reports
11. Adjournment – Chair Whitehurst\*

Next LCB Meeting: November 18, 2025, at 1:30 p.m.

St. Johns County Council on Aging  
179 Marine Street, St. Augustine, FL 32084



## St. Johns County Transportation Disadvantaged Local Coordinating Board Quarterly Meeting

Tuesday, May 13, 2025

Northeast Florida Regional Council  
Elizabeth Payne, AICP  
Chief Executive Officer

St. Johns County Commission  
Hon. Christian Whitehurst, 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 St. Johns County Transportation Disadvantaged (TD) Local Coordinating Board (LCB) was held on Tuesday, May 13, 2025, in person and via Zoom virtual call. LCB Vice-Chair Marc Albert called the meeting to order at 1:32 p.m. with the following members present:

<b>Representing:</b>	<b>Voting Member:</b>
Department of Children and Families	John Wisker (Virtual)
Dept. of Education (Voc. Rehab.)	Rochelle Price (Virtual)
Veterans Services	Joseph McDermott (In-person)
Citizen Advocate/Non-user	Joe Stephenson (In-person)
Dept. of Elder Affairs	Janet Dickinson (Virtual)
Dept. of Health Care Admin	Pamela Hagley (Virtual)
Agency for Persons w/ Disabilities	Sheryl Stanford (Virtual)
Regional Workforce Dev. Board	Marc Albert (In-person)

#### Members Not Present

<b>Representing:</b>	<b>Voting Member:</b>
Elected Official/Chairperson	Christian Whitehurst
FDOT	Janell Damato
Public Education	Donna Fenech

#### Community Transportation Coordinator Staff Present

Matt McMord, Patricia Solano, Nelson Wiley (In-Person)

#### Planning Agency Staff Present

Summer Jones, Monica Dominguez (In-Person)

## Guests

None

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

## 2. Additions, Deletions, and Changes to the Agenda

No changes to the agenda at this time.

## 3. Approval of February 11, 2025, Meeting and Public Hearing Minutes\*

Mr. Stephenson motioned for approval of the February 11, 2025, meeting and public hearing minutes. Mr. McDermott seconded the motion. The February 11, 2025, meeting and public minutes were approved unanimously.

## 4. LCB Membership

LCB Membership was considered next. Ms. Jones went over the vacancies:

Community Action (Econ. Disadvantaged)

Elderly

Disabled

Citizen Advocate/User

Children at Risk

Private for Profit Transportation

Medical Community

Mr. Albert stated he would try to reach out to someone at Flagler Hospital about joining the LCB TD Board. Mr. Stephenson also stated there may be a private for-profit company that might be interested in joining the board.

## 5. Annual Review of Bylaws\*

Ms. Jones conducted an Annual Review of the Bylaws. There were no suggested changes. Mr. McDermott motioned to approve the Bylaws with a second from Mr. Stephenson. The Annual review of the Bylaws was approved unanimously.

## 6. Northeast Florida Regional Council Update

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

### a) TDSP Annual Review (Roll Call Vote)\*

Ms. Jones stated she updated the demographics because they were from 2018. She stated she needs to update the address of the NEFRC on the front page.

Mr. McDermott had some questions regarding the Veterans data.

Ms. Jones conducted a roll-call vote. The TDSP annual review was approved unanimously.

b) Proposed LCB Meeting Schedule\*

1:30 pm on the 2<sup>nd</sup> Tuesday Quarterly: 9/09/25, 11/11/25, 2/10/26, 5/12/26, 9/08/26

Proposed LCB Annual Hearing 2/10/26

Mr. Stephenson motioned to approve the schedule. Mr. McDermott seconded the motion. The meeting schedule passed unanimously.

c) CTC Evaluation\*

Ms. Jones reviewed the results of this year's CTC evaluation. There were no reported findings. Mr. Stephenson stated there was some kind of issue with the signage on the bus. Mr. McCord stated they were changing the phone number to the generic office number instead of a direct line to an individual. Ms. Dickinson motioned to approve the annual evaluation. Mr. Stephenson seconded the motion. The annual evaluation passed unanimously.

d) Virtual Meeting Option – Zoom to Teams

Ms. Jones stated this will be the last meeting that Zoom will be utilized. Going forward, Microsoft Teams will be utilized.

Ms. Jones also mentioned the contract ends 2026 for the CTC. At the September meeting, she will have a timeline on what it will look like for RFP, etc.

## 7. Community Transportation Coordinator

a.) Mr. McCord gave the quarterly update:

From January 1, 2025, to March 31, 2025, there was a total of 11,179 trips by mobility for paratransit. For this same period, there was a total of 22,555 riders for the Sunshine Bus.

- They met with the school district and gave a presentation to students with a disability on how to ride the Sunshine Bus.
- They attended the FDOT Federal Grants Scoring Committee meeting. There were no questions that came up regarding their grants.
- They are currently going through their CTC monitoring.
- They kicked off their Transit Survey Meeting with April Bacchus at ETM, UNF and North Florida TPO. They have locked in the dates of May 19 – May 21, 2025.
- There is an FDOT vehicle audit scheduled for tomorrow, May 14, 2025.
- They plan to participate in the St. Johns Hurricane exercise May 29 2025, at the EOC.
- They are partnering with the St. Johns County Public Library for a career fair at the Solomon Calhoun Center on May 31, 2025.
- There were no reportable accidents or incidents this quarter.



b.) Grants Update

There were no grants updates.

8. Old Business

There was no old business.

9. New Business

There was no new business.

10. Public Comment

No public comment at this time.

11. Member and Department Reports

Joseph McDermott – Veterans – Mr. McDermott stated they had a meeting and everything looks good for them. They are not anticipating any cuts to their budget.

12. Adjournment

Vice-Chair Albert adjourned the meeting at 1:52 p.m. The next LCB meeting will occur on September 9, 2025, at 1:30 p.m. in the St. Johns Council on Aging Boardroom.

ATTENDANCE RECORD  
ST. JOHNS COUNTY  
LOCAL COORDINATING BOARD

Position	Name/Alt.	5/13/25	2/11/25	11/12/24	9/10/24
1. Chairperson	Christian Whitehurst/Krista-Joseph	<b>a</b>	<b>P</b>	<b>P</b>	<b>P</b>
2. Dept. of Transportation	Janell Damato/ Angela Gregory / Lauren Adams / Chris Nalsen	<b>a</b>	<b>P</b>	<b>P</b>	<b>P</b>
3. Dept. Of Children and Families	Christina Gillis / John Wisker	<b>P</b>	<b>a</b>	<b>P</b>	<b>P</b>
4. Public Education	Donna Fenech	<b>a</b>	<b>P</b>	<b>a</b>	<b>a</b>
5. Vocational Rehab. (Dept. Ed.)	Rochelle Price	<b>P</b>	<b>P</b>	<b>a</b>	<b>a</b>
6. Veteran Services	Joseph McDermott	<b>P</b>	<b>P</b>	<b>P</b>	<b>P</b>
7. Community Action	VACANT Vicki Elmore / Nellie-Daniels	-	<b>a</b>	<b>a</b>	<b>a</b>
8. Elderly	Vacant	-	-	-	-
9. Disabled	Vacant	-	-	-	-
10. Citizen Advocate/User	Vacant	-	-	-	-
11. Citizen Advocate Non-User	Joe Stephenson	<b>P</b>	<b>P</b>	<b>P</b>	<b>P</b>
12. Children at Risk	Vacant	-	-	-	-
13. Dept. Of Elder Affairs	Janet Dickinson/ Neil Ambrus	<b>P</b>	<b>P</b>	<b>a</b>	<b>P</b>
14. Private for Profit Transportation	Vacant	-	-	-	-
15. Dept. of 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 / Leslie Richards	<b>P</b>	<b>P</b>	<b>a</b>	<b>P</b>
17. Regional Workforce Dev. Bd.	Marc Albert	<b>P</b>	<b>a</b>	<b>P</b>	<b>P</b>
18. Local Medical Community	Vacant	-	-	-	-

**VACANCIES**

Community Action (Econ. Disadvantaged)  
Elderly  
Disabled  
Citizen Advocate User  
Children at Risk  
Private for-Profit Transportation Industry  
Medical Community

## PLEASE SIGN IN!



COMMISSION FOR THE  
TRANSPORTATION DISADVANTAGED

Date: May 13, 2025  
Time: 1:30 p.m.

St. Johns County Council on Aging Senior Center, River House, 179 Marine Street, Saint Augustine, FL 32084

Name	Address	Phone	E-Mail
Summer Jones	40 E Adams st.		sjones@nefrc.org
Monica Dominguez			mdominguez@nefrc.org
Matt McMord	St. Johns CoA		
Nelson Wiley	St. Johns CoA		
Marc Albert	Career Source		
Patricia Solano	St. Johns CoA		
Joseph Mc Dermott			
Joseph Stephenson			

Salutation	First Name	Last Name	Organization	Representing	Voting /Non-Voting	Grievance Committee	Evaluation Committee
<b>ST. JOHNS COUNTY</b>							
Hon.	Christian	Whitehurst	St. Johns County BOCC	Elected Official	Voting		
Ms.	Janell	Damato	FDOT, District 2	FDOT	Voting		
Ms.	Angela	Gregory	FDOT, District 2	FDOT	Alternate		
Ms.	Christina	Nalsen	FDOT, District 2	FDOT	Alternate		
Ms.	Lauren	Adams	FDOT, District 2	FDOT	Alternate		
Ms.	Christina	Gillis	Department of Children and Families	DCF	Voting		
Mr.	John	Wisker	Department of Children and Families	DCF	Alternate		
Ms.	Donna	Fenech	St. Johns County Schools	Public Education	Voting		Feb-26
Ms.	Rochelle	Price	FL Dept. of Vocational Rehab/Dept of Ed.	Dept. of Education (Voc. Rehab.)	Voting		
Mr.	Joseph	McDermott	St. Johns County Veterans Services	Veterans	Voting	Feb-26	
Ms.	Lori	Chapman	St. Johns County Veterans Services	Veterans	Alternate		
VACANT			Northeast Florida Community Action Agency, Inc.	Community Action (Econ. Disadvantaged)	VACANT		
VACANT				Elderly	VACANT		
VACANT				Disabled	VACANT		
VACANT				Citizen Advocate/User	VACANT		
Mr.	Joe	Stephenson	Citizen Non-user	Citizen Advocate Non-User	Voting	Feb-26	Feb-26
VACANT				Children at Risk	VACANT		
Ms.	Janet	Dickinson	NE Florida Area Agency on Aging	Department of Elder Affairs	Voting		
VACANT				Private for Profit Transportation	VACANT		
Ms.	Pamela	Hagley	Agency for Health Care Administration	AHCA	Voting		
Ms.	Reeda	Harris	Agency for Health Care Administration	AHCA	Alternate		
Ms.	Sheryl	Stanford	Agency for Persons with Disabilities	Agency for Persons w/ Disabilities	Voting	Feb-26	Feb-26
Mr.	Marc	Albert	CareerSource Northeast Florida	Workforce Development	Voting		
VACANT			Flagler Hospital	Medical Community	VACANT		
Mr.	Matt	McCord	St. Johns County Council on Aging	CTC	Non-Voting		
Mr.	Nelson	Wiley	St. Johns County Council on Aging	CTC	Non-Voting		
Ms.	Patricia	Solano	St. Johns Council Council on Aging	CTC	Non-Voting		
Ms.	Becky	Yanni	St. Johns County Council on Aging	CTC	Non-Voting		
Mr.	Steve	Sarles	St. Johns County Council on Aging	CTC	Non-Voting		
Ms.	Renee	Knight	Elder Source		Interested Party		
Ms.	Rachel	Morris	St. Johns County Transportation Development		Interested Party		
Ms.	Shelby	Romero	St. Johns County BOCC		Interested Party		
Ms.	Shayna	Keller	St. Johns County BOCC		Assistant to Chair Whitehurst		
Ms.	April	Bacchus			Interested Party		
Ms.	Teresa	Harris	St. Johns Council on Aging		schedules room at COA		

## a. TD 101

Quarter One	Quarter Two	Quarter Three	Quarter Four
St. Johns	St. Johns	St. Johns	St. Johns
<b>Administrative Items</b> <ul style="list-style-type: none"> <li>•Annual Operations Report (AOR); Requires CTD approval prior to LCB approval)</li> <li>•2025-2026 Rate Model; requires approval from CTD prior to LCB approval</li> <li>•Annual Expenditure Report; drafted with information from AER, not subject to LCB review/approval</li> </ul> <b>Standing Items</b> <ul style="list-style-type: none"> <li>•NEFRC Report</li> <li>•Grants Update</li> <li>•CTC Report</li> </ul> <b>Service Development/Local Issues</b> <ul style="list-style-type: none"> <li>•TD 101</li> <li>•5 yr contract ends June 2026. Present board with timeline</li> </ul>	<b>Administrative Items</b> <ul style="list-style-type: none"> <li>•Annual Public Hearing (see Public Hearing folders)</li> <li>•Election of LCB Vice Chair</li> <li>•Election of Grievance Committee</li> <li>•Election of CTC Evaluation Committee</li> <li>•Annual Operations Report (AOR); <i>&lt;If not approved in Q1&gt;</i> Requires CTD approval prior to LCB approval)</li> <li>•Annual Grievance Procedures Review; Requires LCB approval</li> </ul> <b>Standing Items</b> <ul style="list-style-type: none"> <li>• NEFRC Update</li> <li>•Grants Update</li> <li>•CTC Report</li> </ul> <b>Service Development/Local Issues</b> <ul style="list-style-type: none"> <li>•TD 101</li> </ul>	<b>Administrative Items</b> <ul style="list-style-type: none"> <li>•Annual review of LCB by-laws, subject to LCB amendment and/or approval</li> <li>•Annual TDSP review, subject to LCB amendment and/or approval (Roll Call Vote)</li> <li>•Selection of time and date for CTC Evaluation (March – April)</li> <li>•LCB review/approval of members, final membership review/approval subject to NEFRC Board of Directors action before submission to CTD</li> </ul> <b>Standing Items</b> <ul style="list-style-type: none"> <li>• NEFRC Report</li> <li>•Grants Update</li> <li>•CTC Report</li> </ul> <b>Service Development/Local Issues</b> <ul style="list-style-type: none"> <li>•TD 101</li> </ul>	<b>Administrative Items</b> <ul style="list-style-type: none"> <li>•Review of CTC Evaluation, requires LCB approval</li> <li>•Meeting Schedule (Workplan)(Note: when approved, send to point person in County to reserve meeting room)(SJ)</li> </ul> <b>Standing Items</b> <ul style="list-style-type: none"> <li>• NEFRC Report</li> <li>•Grants Update</li> <li>•CTC Report</li> </ul> <b>Service Development/Local Issues</b> <ul style="list-style-type: none"> <li>•TD 101</li> </ul>

# The “Transportation Disadvantaged”



OLDER ADULTS



PERSONS WITH  
DISABILITIES



PEOPLE WITH  
LOW INCOME



AT-RISK  
CHILDREN

## They Could Need A Ride To...



Medical Services



Work



School



Grocery Store



“The purpose of the commission is to accomplish the coordination of transportation services provided to the transportation disadvantaged”

OUR PURPOSE



## Creation of the Transportation Disadvantaged (TD) Program

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Established by the Florida Legislature in 1979.

Intended to ensure TD customers have access to transportation services across the state.

Created Commission and TD Trust Fund in 1989.

Designated provider network responsible for coordinating services in all 67 counties.

Defined “coordination” as services provided in manner that is “cost-effective, efficient, and reduces fragmentation or duplication”.

TD Trust Fund subsidizes a part of a TD person’s transportation “not sponsored” by another agency.



## TD Non-Sponsored Eligibility Criteria (adopted in 1997)

**No Other Funding Available** – Individual has no other purchasing agency “sponsoring” a trip to a certain activity

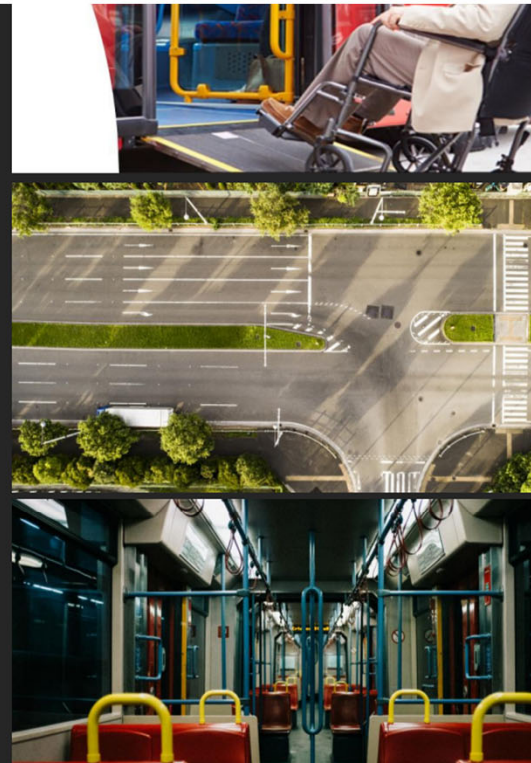
**No Other Means of Transportation** – Individual does not own a vehicle, have a family member, or others who can provide a trip to an activity.

**Public Transit** – Individual does not have access to a fixed bus route, or one is not available in their community, to access an activity.

**Disability** – Individual has a disability as defined by the ADA that presents a barrier to transportation.

**Age** – The individual's age presents a barrier to transportation [the age limit is defined by the CTC and LCB].

**Income** – The individual or household income presents a barrier to transportation [the income threshold is defined by the CTC and LCB].



## Our Organization:

Independent state agency, housed in FL Dept of Transportation (FDOT).

Consists of 11 board members appointed by the Governor.

Appoints Executive Director and oversees staff in Tallahassee.

Administers TD Trust Fund and grant programs that support TD Services.

Adopts policies and rules governing the Coordinated System.

Designates Community Transportation Coordinators (CTCs) and Planning Agencies in all 67 counties.

Collects data on TD service operations and presents Annual Report to the Governor and Legislature (January 1 each year).

Serves as a clearinghouse of information on TD services.





# NEED A RIDE?



## RIDE UNITED TRANSPORTATION ACCESS

**We believe that everyone should have safe, reliable and easily accessible transportation.**

Ride United offers temporary, prescheduled Lyft rides to residents in Duval, Clay, Putnam, St. Johns, Nassau, Baker, Columbia, Suwannee and Hamilton counties.

Those in need of transportation assistance to critical services such as education, employment, health care, or food access should contact United Way 211 to determine ride eligibility.

Ride scheduling is available during operating business hours (Monday through Friday from 8 a.m. to 5 p.m.).

- Drivers are not employed through United Way.
- All riders must be 18 years of age or accompanied by an adult.

**Dial 2-1-1 to learn more**

**For additional information please contact  
Brittney Woodard, 211 Operations  
Supervisor at [brittnyw@uwnfl.org](mailto:brittnyw@uwnfl.org) or  
904-390-3227**





ACTIONS	DATES #1
Release of RFP	11/4/2025
RFP Questions Due to NEFRC	12/2/2025
NEFRC Response to RFP Questions	1/13/2026
Proposal Submission Deadline	1/27/2026
Oral Presentation (if requested by NEFRC)	2/4/2026
LCB decision on the recommendation of the top-ranked candidate to the CTD	2/10/2026
NEFRC decision on the recommendation of the top-ranked candidate to the CTD (Executive Committee)	4/2/2026
Commission for Transportation Disadvantaged makes the final decision for approval of the top-ranked candidate (CTD Quarterly Meeting)	April-June 2026
CTC Start-Up	7/1/2026

**From:** [Zeruto, Dan](#)  
**To:** [Summer Jones](#)  
**Subject:** RE: SJC Rate Model  
**Date:** Monday, August 25, 2025 9:40:27 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[2025-2026 St. Johns Rate Model Approved .xls](#)

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.

Hi Summer,

Yes it was submitted and approved. Below is the email chain with approval.

Thank you,  
 Dan



**Daniel Zeruto**  
 Transportation Disadvantaged Specialist  
 Project Manager – Area 2  
 Tel: (850) 410-5704  
 Email: [Dan.zeruto@dot.state.fl.us](mailto: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

**From:** Zeruto, Dan  
**Sent:** Monday, June 30, 2025 9:00 AM  
**To:** Matt McCord <[mmccord@stjohnscoa.com](mailto:mmccord@stjohnscoa.com)>  
**Cc:** Patty Solano <[psolano@stjohnscoa.com](mailto:psolano@stjohnscoa.com)>; Summer Jones <[sjones@nefrc.org](mailto:sjones@nefrc.org)>  
**Subject:** RE: Reminder: Rate Model Submission for 2025–2026 T&E Grant  
**Importance:** High

Good Morning,

I have reviewed the corrections and adjustments made to the attached 2025-26 Rate Model Calculation Spreadsheet 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, nor does it address the reasonableness of the unsubsidized cost of services.

By copy of this email, I am advising your planning agency on our completion of this effort and the readiness to advance the spreadsheet to the LCB for approval and inclusion in the TDSP update.

When the time comes, I will produce your T/E grant contract with the passenger trip rates from this spreadsheet presuming no further changes by the LCB.

		Ambul	Wheel Chair	Stretcher	Group	
Projected Passenger Trips (excluding totally contracted services addressed in Section II) =	45,365	= 23,569	+ 21,695	+ 100	+ Leave Blank	
Rate per Passenger Trip =		\$22.04	\$37.78	\$78.70	\$0.00	\$0.00
					per passenger	per group

Thank you,  
 -Dan-



**Daniel Zeruto**  
 Transportation Disadvantaged Specialist  
 Project Manager – Area 2  
 Tel: (850) 410-5704  
 Email: [Dan.zeruto@dot.state.fl.us](mailto: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

**From:** Matt McCord <[mmccord@stjohnscoa.com](mailto:mmccord@stjohnscoa.com)>  
**Sent:** Thursday, June 26, 2025 11:43 AM  
**To:** Zeruto, Dan <[Dan.Zeruto@dot.state.fl.us](mailto:Dan.Zeruto@dot.state.fl.us)>  
**Cc:** Patty Solano <[psolano@stjohnscoa.com](mailto:psolano@stjohnscoa.com)>  
**Subject:** Re: Reminder: Rate Model Submission for 2025–2026 T&E Grant

Hi Dan,

Please see that attached 2025-2026 Rate Model for you to review.

Have a great weekend!

Thank you,

**Matt McCord**  
Director, Transportation Department  
St. Johns County Council on Aging  
904-209-3718  
904-315-7939 mobile

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**From:** Zeruto, Dan <[Dan.Zeruto@dot.state.fl.us](mailto:Dan.Zeruto@dot.state.fl.us)>  
**Sent:** Friday, June 20, 2025 2:35 PM  
**To:** Matt McCord <[mmccord@stjohnscoa.com](mailto:mmccord@stjohnscoa.com)>  
**Cc:** Patty Solano <[psolano@stjohnscoa.com](mailto:psolano@stjohnscoa.com)>  
**Subject:** RE: Reminder: Rate Model Submission for 2025–2026 T&E Grant

Ok thank you for the update. Enjoy your weekend.



**Daniel Zeruto**  
Transportation Disadvantaged Specialist  
Project Manager – Area 2  
Tel: (850) 410-5704  
Email: [Dan.zeruto@dot.state.fl.us](mailto: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

**From:** Matt McCord <[mmccord@stjohnscoa.com](mailto:mmccord@stjohnscoa.com)>  
**Sent:** Friday, June 20, 2025 2:32 PM  
**To:** Zeruto, Dan <[Dan.Zeruto@dot.state.fl.us](mailto:Dan.Zeruto@dot.state.fl.us)>  
**Cc:** Patty Solano <[psolano@stjohnscoa.com](mailto:psolano@stjohnscoa.com)>  
**Subject:** Re: Reminder: Rate Model Submission for 2025–2026 T&E Grant

Hi Dan,

We are on the verge of completing the Rate Model, but Trapeze is holding us up a bit on reporting numbers. We are working through it but will have to get it to you in the first part of next week.

Have a great weekend!

**Matt McCord**  
Director, Transportation Department  
St. Johns County Council on Aging  
904-209-3718  
904-315-7939 mobile

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**From:** Zeruto, Dan <[Dan.Zeruto@dot.state.fl.us](mailto:Dan.Zeruto@dot.state.fl.us)>  
**Sent:** Friday, June 13, 2025 11:01 AM  
**To:** Matt McCord <[mmccord@stjohnscoa.com](mailto:mmccord@stjohnscoa.com)>  
**Cc:** Patty Solano <[psolano@stjohnscoa.com](mailto:psolano@stjohnscoa.com)>  
**Subject:** RE: Reminder: Rate Model Submission for 2025–2026 T&E Grant

Thank you Matt.

Have a great weekend.  
Dan



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

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TD Helpline: 1-800-983-2435

**From:** Matt McCord <[mmccord@stjohnscoa.com](mailto:mmccord@stjohnscoa.com)>  
**Sent:** Friday, June 13, 2025 11:00 AM  
**To:** Zeruto, Dan <[Dan.Zeruto@dot.state.fl.us](mailto:Dan.Zeruto@dot.state.fl.us)>  
**Cc:** Patty Solano <[psolano@stjohnscoa.com](mailto:psolano@stjohnscoa.com)>  
**Subject:** Re: Reminder: Rate Model Submission for 2025–2026 T&E Grant

**EXTERNAL SENDER: Use caution with links and attachments.**

Hi Dan,

We should have the info to you by next Friday at the latest.

Thank you,

**Matt McCord**  
Director, Transportation Department  
St. Johns County Council on Aging  
904-209-3718  
904-315-7939 mobile

---

**From:** Zeruto, Dan <[Dan.Zeruto@dot.state.fl.us](mailto:Dan.Zeruto@dot.state.fl.us)>  
**Sent:** Friday, June 13, 2025 10:42 AM  
**To:** Matt McCord <[mmccord@stjohnscoa.com](mailto:mmccord@stjohnscoa.com)>; Ashley Wonsey <[awonsey@stjohnscoa.com](mailto:awonsey@stjohnscoa.com)>  
**Subject:** FW: Reminder: Rate Model Submission for 2025–2026 T&E Grant

Good Morning,

I have not received your 2025-2026 Rate Model. July 1<sup>st</sup> is coming up and I need the new rates to approve and enter into the new grant before I can send them to you for signatures and executions. Do you have a timeline as to when I could expect it?

Thank you,  
Dan



**Daniel Zeruto**  
Transportation Disadvantaged Specialist  
Project Manager – Area 2  
Tel: (850) 410-5704  
Email: [Dan.zeruto@dot.state.fl.us](mailto: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

**From:** Zeruto, Dan  
**Sent:** Friday, June 6, 2025 10:50 AM  
**Subject:** RE: Reminder: Rate Model Submission for 2025–2026 T&E Grant  
**Importance:** High

**From:** Zeruto, Dan  
**Sent:** Tuesday, April 29, 2025 11:03 AM  
**Subject:** Reminder: Rate Model Submission for 2025–2026 T&E Grant

Good Afternoon Everyone,

Just a reminder to submit your rate model for my review and approval. [Rate Model Worksheet Template 2025-2026 - New](#). Once approved, it can be presented to your LCBs and the updated rates will be included in the new 2025–2026 T&E grant. We'll send the new grant to you once the Governor signs the budget.

For reference, March 31<sup>st</sup> Commission Meeting agenda packet is attached—draft allocations begin on page 20.

Please remember to include explanations in **Column 7 of the Comprehensive Budget Worksheet** for:

- Any changes greater than  $\pm 10\%$



Any changes exceeding  $\pm \$50,000$   
Let me know if you have any questions.  
Thanks again for your attention to this!  
Dan



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

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

**From:** Zeruto, Dan  
**Sent:** Thursday, April 10, 2025 10:21 AM  
**Subject:** Reminder: Rate Model Submission for 2025–2026 T&E Grant

Good Morning Everyone,  
Just a reminder to submit your rate model for my review and approval. [Rate Model Worksheet Template 2025-2026 - New](#).  
Once approved, it can be presented to your LCBs and the updated rates will be included in the new 2025–2026 T&E grant. We'll send the new grant to you once the Governor signs the budget.  
For reference, March 31<sup>st</sup> Commission Meeting agenda packet is attached—draft allocations begin on page 20.  
Please remember to include explanations in **Column 7 of the Comprehensive Budget Worksheet** for:

- Any changes greater than  $\pm 10\%$
- Any changes exceeding  $\pm \$50,000$

Let me know if you have any questions.  
Thanks again for your attention to this!  
Dan



**Daniel Zeruto**  
Transportation Disadvantaged Specialist  
Project Manager – Area 2  
Tel: (850) 410-5704  
Email: [Dan.zeruto@dot.state.fl.us](mailto: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

**From:** Somerset, Karen <[Karen.Somerset@dot.state.fl.us](mailto:Karen.Somerset@dot.state.fl.us)>  
**Sent:** Tuesday, March 25, 2025 12:23 PM  
**To:** Somerset, Karen <[Karen.Somerset@dot.state.fl.us](mailto:Karen.Somerset@dot.state.fl.us)>  
**Subject:** Update your 2025-2026 Rate Model Worksheets

TO: CTCs  
(Copy Planners)

Good Afternoon,

This is a friendly reminder that you should be working on your 2025-2026 rate model. You can access the rate model worksheet on our website using the [Rate Model Worksheet Template 2025-2026 - New](#). Please ensure you've selected the correct business year for your organization in column 4. To do this, click on the down arrow and select the appropriate business year (Oct – Sept, July – June, or Jan – Dec).

**Comprehensive Budget Worksheet**
Version 1.4
CTC:
County:


1. Complete applicable **GREEN** cells in columns 2, 3, 4, and 7

	Prior Year's <b>ACTUALS</b> from July 1st of 2023 to June 30th of 2024	Current Year's <b>APPROVED</b> Budget, as amended from July 1st of 2024 to June 30th of 2025	Upcoming Year's <b>PROPOSED</b> Budget from July 1st of 2025 to June 30th of 2026	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year
1	2	3	4	5	6


It's important to note rate model worksheets must be approved by your project manager and, subsequently, by the LCB as part of the TDSP update before being included in the 2025-2026 Trip & Equipment Grant. It is crucial that you complete this as soon as possible. Additionally, please remember to explain any changes greater than + or - 10%, or any changes exceeding + or - \$50,000 in Column 7 of the Comprehensive Budget Worksheet. The draft Grant Allocations for FY2025-2026 will be presented to the Commission during their business meeting on March 31, 2025, and will be distributed shortly thereafter.

If you have any questions or need assistance, please contact your project manager

Thank you,  
Karen Somersset



**Karen Somersset, F.C.C.M.**  
Interim Executive Director  
Phone: (850) 410-5701  
Email: [Karen.Somersset@dot.state.fl.us](mailto:Karen.Somersset@dot.state.fl.us)  
Website: <https://ctd.fdot.gov>



**Daniel Zeruto**  
Transportation Disadvantaged Specialist  
Project Manager – Area 2  
Tel: (850) 410-5704  
Email: [Dan.zeruto@dot.state.fl.us](mailto:Dan.zeruto@dot.state.fl.us)  
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605 Suwannee Street, Mail Station 49  
Tallahassee, Florida 32399  
Tel: (850) 410-5700 Fax (850) 410-5752  
TD Helpline: 1-800-983-2435

**From:** Summer Jones <[Sjones@nefrc.org](mailto:Sjones@nefrc.org)>  
**Sent:** Wednesday, August 20, 2025 11:22 AM  
**To:** Zeruto, Dan <[Dan.Zeruto@dot.state.fl.us](mailto:Dan.Zeruto@dot.state.fl.us)>  
**Subject:** SJC Rate Model

EXTERNAL SENDER: Use caution with links and attachments.

Good morning Dan,

Has SJC completed their 2025-2026 Rate Model?

*Summer Jones*  
**Transportation Disadvantaged Coordinator**  
Northeast Florida Regional Council  
Jessie Ball DuPont Center  
40 E. Adams St., Ste. 320  
Jacksonville, FL 32202  
Mobile: 904-884-6326 Email: [sjones@nefrc.org](mailto:sjones@nefrc.org)  
Be sure to subscribe to our newsletter!

## Preliminary Information Worksheet

Version 1.4

**CTC Name:** St. Johns County Council on Aging, Inc.  
**County** (Service Area): St. Johns  
**Contact Person:** Rebecca Yanni  
**Phone #** (904)209-3700

Check Applicable Characteristic:

**ORGANIZATIONAL TYPE:**

- ☐ Governmental
- ☒ Private Non-Profit
- ☐ Private For Profit

**NETWORK TYPE:**

- ☐ Fully Brokered
- ☐ Partially Brokered
- ☒ Sole Source

***Once completed, proceed to the Worksheet entitled  
"Comprehensive Budget"***

# Comprehensive Budget Worksheet

Version 1.4

CTC: St. Johns County Council on Aging, Inc.  
County: St. Johns

1. Complete applicable **GREEN** cells in columns 2, 3, 4, and 7

	Prior Year's <b>ACTUALS</b> from July 1st of <b>2023</b> to June 30th of <b>2024</b>	Current Year's <b>APPROVED</b> Budget, as amended from July 1st of <b>2024</b> to June 30th of <b>2025</b>	Upcoming Year's <b>PROPOSED</b> Budget from July 1st of <b>2025</b> to June 30th of <b>2026</b>	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year	Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price.  Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000
1	2	3	4	5	6	7

## REVENUES (CTC/Operators ONLY / Do NOT include coordination contractors!)

### Local Non-Govt

Farebox	\$ 32,313	\$ 32,636	\$ 32,962	1.0%	1.0%	
Medicaid Co-Pay Received						
Donations/ Contributions						
In-Kind, Contributed Services						
Other	\$ 49,132	\$ 49,623	\$ 50,119	1.0%	1.0%	
<b>Bus Pass Program Revenue</b>						

### Local Government

District School Board						
Compl. ADA Services						
County Cash	\$ 60,036	\$ 60,036	\$ 60,036	0.0%	0.0%	
County In-Kind, Contributed Services						
City Cash						
City In-kind, Contributed Services						
Other Cash						
Other In-Kind, Contributed Services						
<b>Bus Pass Program Revenue</b>						

### CTD

Non-Spons. Trip Program	\$ 663,362	\$ 713,689	\$ 798,437	7.6%	11.9%	
Non-Spons. Capital Equipment						
Rural Capital Equipment						
Other TD (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

### USDOT & FDOT

49 USC 5307	\$ 300,889	\$ 303,898	\$ 306,937	1.0%	1.0%	
49 USC 5310						
49 USC 5311 (Operating)	\$ 397,239	\$ 401,211	\$ 405,223	1.0%	1.0%	
49 USC 5311(Capital)						
Block Grant	\$ 266,809	\$ 269,477	\$ 272,172	1.0%	1.0%	
Service Development						
Commuter Assistance						
Other DOT (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

### AHCA

Medicaid						
Other AHCA (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

### DCF

Alcohol, Drug & Mental Health						
Family Safety & Preservation						
Comm. Care Dis./Aging & Adult Serv.						
Other DCF (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

### DOH

Children Medical Services						
County Public Health						
Other DOH (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

### DOE (state)

Carl Perkins						
Div of Blind Services						
Vocational Rehabilitation						
Day Care Programs						
Other DOE (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

### AWI

WAGES/Workforce Board						
Other AWI (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

### DOEA

Older Americans Act						
Community Care for Elderly						
Other DOEA (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

### DCA

Community Services						
Other DCA (specify in explanation)						
<b>Bus Pass Admin. Revenue</b>						

# Comprehensive Budget Worksheet

Version 1.4

CTC: St. Johns County Council on Aging, Inc.  
County: St. Johns

1. Complete applicable **GREEN** cells in columns 2, 3, 4, and 7

	Prior Year's <b>ACTUALS</b> from July 1st of <b>2023</b> to June 30th of <b>2024</b>	Current Year's <b>APPROVED</b> Budget, as amended from July 1st of <b>2024</b> to June 30th of <b>2025</b>	Upcoming Year's <b>PROPOSED</b> Budget from July 1st of <b>2025</b> to June 30th of <b>2026</b>	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year	Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price.  Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000
1	2	3	4	5	6	7

## APD

Office of Disability Determination						
Developmental Services						
Other APD (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

## DJJ

(specify in explanation)						
<b>Bus Pass Program Revenue</b>						

## Other Fed or State

xxx						
xxx						
xxx						
<b>Bus Pass Program Revenue</b>						

## Other Revenues

Interest Earnings						
xxxx						
xxxx						
<b>Bus Pass Program Revenue</b>						

## Balancing Revenue to Prevent Deficit

Actual or Planned Use of Cash Reserve						
---------------------------------------	--	--	--	--	--	--

Balancing Revenue is Short By =		None	None			
Total Revenues =	\$1,769,780	\$1,830,570	\$1,925,886	3.4%	5.2%	

## EXPENDITURES (CTC/Operators ONLY / Do NOT include Coordination Contractors!)

### Operating Expenditures

Labor	\$ 879,294	\$ 923,289	\$ 955,604	5.0%	3.5%	
Fringe Benefits	\$ 100,126	\$ 104,121	\$ 107,765	4.0%	3.5%	
Services	\$ 105,770	\$ 109,995	\$ 113,845	4.0%	3.5%	
Materials and Supplies	\$ 214,377	\$ 229,323	\$ 245,376	7.0%	7.0%	
Utilities	\$ 26,134	\$ 27,174	\$ 27,989	4.0%	3.0%	
Casualty and Liability	\$ 248,582	\$ 273,440	\$ 300,784	10.0%	10.0%	
Taxes						
Purchased Transportation:						
Purchased Bus Pass Expenses						
School Bus Utilization Expenses						
Contracted Transportation Services						
Other						
Miscellaneous						
Operating Debt Service - Principal & Interest						
Leases and Rentals						
Contrib. to Capital Equip. Replacement Fund						
In-Kind, Contributed Services	\$ -	\$ -	\$ -			
Allocated Indirect	\$ 148,389	\$ 163,228	\$ 174,523	10.0%	6.9%	

### Capital Expenditures

Equip. Purchases with Grant Funds						
Equip. Purchases with Local Revenue						
Equip. Purchases with Rate Generated Rev.						
Capital Debt Service - Principal & Interest						

<b>ACTUAL YEAR GAIN</b>	\$47,108					
Total Expenditures =	\$1,722,672	\$1,830,570	\$1,925,886	6.3%	5.2%	

See NOTES Below.

Once completed, proceed to the Worksheet entitled "Budgeted Rate Base"

**ACTUAL** year GAIN (program revenue) MUST be reinvested as a trip or system subsidy. Adjustments must be Identified and explained in a following year, or applied as a Rate Base Adjustment to proposed year's rates on the next sheet.

# Budgeted Rate Base Worksheet

Version 1.4

CTC: St. Johns County Council on Aging, Inc.

County: St. Johns

1. Complete applicable **GREEN** cells in column 3; **YELLOW** and **BLUE** cells are automatically completed in column 3
2. Complete applicable **GOLD** cells in column and 5

	Upcoming Year's BUDGETED Revenues
	from
	July 1st of
	2025
	to
	June 30th of
	2026
1	2

What amount of the Budgeted Revenue in col. 2 will be generated at the rate per unit determined by this spreadsheet, OR used as local match for these type revenues?	Budgeted Rate Subsidy Revenue EXCLUDED from the Rate Base	What amount of the Subsidy Revenue in col. 4 will come from funds to purchase equipment, OR will be used as match for the purchase of equipment?
3	4	5

## REVENUES (CTC/Operators ONLY)

### Local Non-Govt

Farebox	\$ 32,962
Medicaid Co-Pay Received	\$ -
Donations/ Contributions	\$ -
In-Kind, Contributed Services	\$ -
Other	\$ 50,119
<b>Bus Pass Program Revenue</b>	\$ -

### Local Government

District School Board	\$ -
Compl. ADA Services	\$ -
County Cash	\$ 60,036
County In-Kind, Contributed Services	\$ -
City Cash	\$ -
City In-Kind, Contributed Services	\$ -
Other Cash	\$ -
Other In-Kind, Contributed Services	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

### CTD

Non-Spons. Trip Program	\$ 798,437
Non-Spons. Capital Equipment	\$ -
Rural Capital Equipment	\$ -
Other TD	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

### USDOT & FDOT

49 USC 5307	\$ 306,937
49 USC 5310	\$ -
49 USC 5311 (Operating)	\$ 405,223
49 USC 5311(Capital)	\$ -
Block Grant	\$ 272,172
Service Development	\$ -
Commuter Assistance	\$ -
Other DOT	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

### AHCA

Medicaid	\$ -
Other AHCA	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

### DCF

Alcohol, Drug & Mental Health	\$ -
Family Safety & Preservation	\$ -
Comm. Care Dis./Aging & Adult Serv.	\$ -
Other DCF	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

### DOH

Children Medical Services	\$ -
County Public Health	\$ -
Other DOH	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

### DOE (state)

Carl Perkins	\$ -
Div of Blind Services	\$ -
Vocational Rehabilitation	\$ -
Day Care Programs	\$ -
Other DOE	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

### AWI

WAGES/Workforce Board	\$ -
AWI	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

### DOEA

Older Americans Act	\$ -
Community Care for Elderly	\$ -
Other DOEA	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

### DCA

Community Services	\$ -
Other DCA	\$ -
<b>Bus Pass Program Revenue</b>	\$ -

\$ 32,962	\$ -	
\$ -	\$ -	
\$ -	\$ -	
\$ -	\$ -	
\$ 50,119	\$ -	
\$ -	\$ -	

\$ -	\$ -	
\$ -	\$ -	
\$ 60,036	\$ -	
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\$ 798,437	\$ -	\$ -
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YELLOW cells  
are **NEVER** Generated by Applying Authorized Rates

BLUE cells  
Should be funds generated by rates in this spreadsheet

GREEN cells  
**MAY BE** Revenue Generated by Applying  
Authorized Rate per Mile/Trip Charges

Fill in that portion of budgeted revenue in Column 2 that will be **GENERATED** through the application of authorized per mile, per trip, or combination per trip plus per mile rates. Also, include the amount of funds that are Earmarked as local match for Transportation Services and **NOT** Capital Equipment purchases.

If the Farebox Revenues are used as a source of Local Match Dollars, then identify the appropriate amount of Farebox Revenue that represents the portion of Local Match required on any state or federal grants. This does not mean that Farebox is the only source for Local Match.

Please review all Grant Applications and Agreements containing State and/or Federal funds for the proper Match Requirement levels and allowed sources.

## GOLD cells

Fill in that portion of Budgeted Rate Subsidy Revenue in Column 4 that will come from Funds Earmarked by the Funding Source for Purchasing Capital Equipment. Also include the portion of Local Funds earmarked as Match related to the **Purchase of Capital Equipment** if a match amount is required by the Funding Source.

local match req.

\$ 88,715  
\$ -  
\$ -

\$ -  
\$ -  
\$ -



## Worksheet for Program-wide Rates

CTC: St. Johns County C  
County: St. Johns

Version 1.4

1. Complete Total Projected Passenger Miles and ONE-WAY Passenger Trips ( **GREEN** cells) below

Do **NOT** include trips or miles related to Coordination Contractors!

Do **NOT** include School Board trips or miles UNLESS.....

**INCLUDE** all ONE-WAY passenger trips and passenger miles related to services you purchased from your transportation operators!

Do **NOT** include trips or miles for services provided to the general public/private pay UNLESS..

Do **NOT** include escort activity as passenger trips or passenger miles unless charged the full rate for service!

Do **NOT** include fixed route bus program trips or passenger miles!

### PROGRAM-WIDE RATES

Total Projected Passenger Miles = 362,912

Rate Per Passenger Mile = \$ 3.71

Total Projected Passenger Trips = 45,365

Rate Per Passenger Trip = \$ 29.69

Fiscal Year

2025 - 2026

Avg. Passenger Trip Length = 8.0 Miles

### Rates If No Revenue Funds Were Identified As Subsidy Funds

Rate Per Passenger Mile = \$ 5.31

Rate Per Passenger Trip = \$ 42.45

**Once Completed, Proceed to the Worksheet entitled "Multiple Service Rates"**

#### Vehicle Miles

The miles that a vehicle is scheduled to or actually travels from the time it pulls out from its garage to go into revenue service to the time it pulls in from revenue service.

#### Vehicle Revenue Miles (VRM)

The miles that vehicles are scheduled to or actually travel while in revenue service. Vehicle revenue miles exclude:

Deadhead  
Operator training, and  
Vehicle maintenance testing, as well as  
School bus and charter services.

#### Passenger Miles (PM)

The cumulative sum of the distances ridden by each passenger.



## Worksheet for Multiple Service Rates

CTC: St. Johns County  
County: St. Johns

Version 1.4

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

### SECTION I: Services Provided

1. Will the CTC be providing any of these Services to transportation disadvantaged passengers in the upcoming budget year?.....

Ambulatory	Wheelchair	Stretcher	Group
<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input type="radio"/> Yes
<input type="radio"/> No	<input type="radio"/> No	<input type="radio"/> No	<input checked="" type="radio"/> No
Go to Section II for Ambulatory Service	Go to Section II for Wheelchair Service	Go to Section II for Stretcher Service	STOP! Do NOT Complete Sections II - V for Group Service

### SECTION II: Contracted Services

1. Will the CTC be contracting out any of these Services TOTALLY in the upcoming budget year?....

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes
<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No
Skip # 2, 3 & 4 and Go to Section III for Ambulatory Service	Skip # 2, 3 & 4 and Go to Section III for Wheelchair Service	Skip # 2, 3 & 4 and Go to Section III for Stretcher Service	Do Not Complete Section II for Group Service

2. If you answered YES to #1 above, do you want to arrive at the billing rate by simply dividing the proposed contract amount by the projected Passenger Miles / passenger trips?.....

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes
<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No

3. If you answered YES to #1 & #2 above, how much is the proposed contract amount for the service?  
How many of the total projected Passenger Miles relate to the contracted service?  
How many of the total projected passenger trips relate to the contracted service?

Ambulatory	Wheelchair	Stretcher	Group
Leave Blank	Leave Blank	Leave Blank	Do NOT Complete Section II for Group Service

Effective Rate for Contracted Services:

per Passenger Mile =

per Passenger Trip =

Ambulatory	Wheelchair	Stretcher	Group
Go to Section III for Ambulatory Service	Go to Section III for Wheelchair Service	Go to Section III for Stretcher Service	Do NOT Complete Section II for Group Service

4. If you answered # 3 & want a Combined Rate per Trip PLUS a per Mile add-on for 1 or more services, INPUT the Desired per Trip Rate (but must be less than per trip rate in #3 above =  
Rate per Passenger Mile for Balance =

Combination Trip and Mile Rate			
Leave Blank and Go to Section III for Ambulatory Service	Leave Blank and Go to Section III for Wheelchair Service	Leave Blank and Go to Section III for Stretcher Service	Do NOT Complete Section II for Group Service

## Worksheet for Multiple Service Rates

CTC: St. Johns County  
County: St. Johns

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

### SECTION III: Escort Service

1. Do you want to charge all escorts a fee?.....  
☐ Yes  
☒ No  
**Skip #2 - 4 and Section IV and Go to Section V**
2. If you answered Yes to #1, do you want to charge the fee per passenger trip OR .....  
per passenger mile?.....  
☒ Pass. Trip **Leave Blank**  
☐ Pass. Mile
3. If you answered Yes to # 1 and completed # 2, for how many of the projected  
Passenger Trips / Passenger Miles will a passenger be accompanied by an escort?  Leave Blank
4. How much will you charge each escort?.....  Leave Blank

### SECTION IV: Group Service Loading

1. If the message **"You Must Complete This Section"** appears to the right, what is the projected total  
number of Group Service Passenger Miles? (otherwise leave blank).....  **Do NOT Complete Section IV**  
..... And what is the projected total number of Group Vehicle Revenue Miles?  Loading Rate 0.00 to 1.00

### SECTION V: Rate Calculations for Multiple Services:

1. Input Projected Passenger Miles and Passenger Trips for each Service in the GREEN cells and the Rates for each Service will be calculated automatically  
\* Miles and Trips you input must sum to the total for all Services entered on the "Program-wide Rates" Worksheet, MINUS miles and trips for contracted services IF the rates were calculated in the Section II above  
\* Be sure to leave the service BLANK if you answered NO in Section I or YES to question #2 in Section II

		RATES FOR FY: 2025 - 2026				
		Ambul	Wheel Chair	Stretcher	Group	
Projected Passenger Miles (excluding totally contracted services addressed in Section II) =	362,912	= 188,552	+ 173,560	+ 800	+ Leave Blank	0
Rate per Passenger Mile =		\$2.75	\$4.72	\$9.84	\$0.00	\$0.00
				per passenger	per group	
		Ambul	Wheel Chair	Stretcher	Group	
Projected Passenger Trips (excluding totally contracted services addressed in Section II) =	45,365	= 23,569	+ 21,695	+ 100	+ Leave Blank	
Rate per Passenger Trip =		\$22.04	\$37.78	\$78.70	\$0.00	\$0.00
				per passenger	per group	
answered # 1 above and want a COMBINED Rate per Trip <u>PLUS</u> a per Mile add-on for 1 or more services,...						
Combination Trip and Mile Rate						
		Ambul	Wheel Chair	Stretcher	Group	
...INPUT the Desired Rate per Trip (but must be less than per trip rate above) =					Leave Blank	\$0.00
Rate per Passenger Mile for Balance =		\$2.75	\$4.72	\$9.84	\$0.00	\$0.00
				per passenger	per group	

Rates If No Revenue Funds Were Identified As Subsidy Funds				
Ambul	Wheel Chair	Stretcher	Group	
\$3.94	\$6.75	\$14.07	\$0.00	\$0.00
		per passenger	per group	
Ambul	Wheel Chair	Stretcher	Group	
\$31.51	\$54.02	\$112.54	\$0.00	\$0.00
		per passenger	per group	

**Worksheet for Multiple Service Rates**

CTC: **St. Johns County** Version 1.4  
County: **St. Johns**

- 1. Answer the questions by completing the GREEN cells starting in Section I for all services
- 2. Follow the **DARK RED** prompts directing you to skip or go to certain questions and sections based on previous answers

Program These Rates Into Your Medicaid Encounter Data

**LCB- Quarterly Report 2nd Quarter: April1, 2025 - June 30, 2025**

Overview - Paratransit			Overview - Sunshine Bus		
Total Unduplicated Pass	361		Total Riders	23516	
Total Revenue Miles	69436		Total Revenue Miles	121470	
Total Vehicle Miles	103772		Total vehicle Miles	174952	
Total Road Calls/Accidents	0		Total Road calls/Accidents	0	
Total Service Days	78		Total Serice Days	77	
Trips by Mobility			Fares		
Ambulatory	\$	5,769.00	Full \$ Fare	\$	3,861.89
Wheelchair	\$	5,445.00	1/2 \$ Fare	\$	1,324.00
Stretcher	\$	66.00	<b>Total</b>	\$	5,185.89
<b>Total</b>	\$	11,280.00			
Trips by Purpose			Passes		
Medical	\$	4,510.00	Day Pass \$		3263
Employment	\$	433.00	Month Pass \$		17394
Ed./Training/Daycare		630	<b>Total</b>	\$	20,657.00
Nutritional	\$	5,125.00			
Life-Sustaining/Other	\$	582.00			
Trips by Passenger Type			Regular Pass Revenue		
<b>Elderly</b>			Full Pass	\$	1,020.00
Low Income	\$	-	Half Pass	\$	3,090.00
Disabled	\$	6,595.00	<b>Total</b>	\$	4,110.00
Low Income & Disabled	\$	4,066.00	Tokens		1684
Other	\$	-			
<b>Children</b>			CTD Pass Revenue		
Low Income		0	Full Pass		0
Disabled		0	Half Pass		1260
Low Income & Disabled		0	<b>Total</b>	\$	1,260.00
Other		0			
<b>Other</b>					
Low Income		0			
Disabled		457			
Low Income & Disabled		162			
Other		0			
Summary by Funding Source	Trips	Rev. Miles	Summary by Routes Rider	Riders	Rev. Miles
Contract Income	402	675.63	Teal (5310)	2741	22022
County (COG)	0	0	Circulator	1371	23234
Non-Sponsored (TD)	6703	42679.62	(5311) Conn-Ex#1	2567	21410
Coastal Comm. Center (NUT)	2467	13298.2	(5311) Conn-Ex#2	1647	1647
Private Pay (PP)	266	1000.81	(5311) Blue	2833	2833
The Players Center (PVM)	330	1929.32	Green	2485	2485
Rural - 5311 (RUR)	376	5152.04	Orange	4181	13305
Troutcreek Center (TCM)	736	4700.38	Red	4232	9728
			Purple	1459	24806
<b>TOTAL</b>	<b>11280</b>	<b>69436</b>	<b>TOTAL</b>	<b>23516</b>	<b>121470</b>