



UMATILLA CITY COUNCIL MEETING

June 19, 2024 at 6:00 PM

Council Chambers, 1 S. Central Avenue, Umatilla, Florida 32784

AGENDA

Please silence your electronic devices

PLEDGE OF ALLEGIANCE AND INVOCATION

CALL TO ORDER

ROLL CALL

AGENDA REVIEW

MINUTES REVIEW

PRESENTATIONS

PUBLIC COMMENT

At this point in the meeting, the Umatilla City Council will hear questions, comments and concerns from the public.

Please write your name and address on the paper provided at the podium. Zoning or code enforcement matters which may be coming before the Council at a later date should not be discussed until such time as they come before the Council in a public hearing. Comments, questions, and concerns from the public regarding items listed on this agenda shall be received at the time the Council addresses such items during this meeting. Public comments are generally limited to three minutes.

CONSENT AGENDA

PUBLIC HEARING / ORDINANCES / RESOLUTIONS

NEW BUSINESS

1. Approval of Resolution No. 2024-09, PTGA Amendment #2 FM 449782-1 T-Hangars & Taxilanes at Umatilla Municipal Airport

REPORTS

ADJOURNMENT

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk at least two (2) working days in advance of the meeting date and time at (352)669-3125. F.S. 286.0105 If a person decides to appeal any decision or recommendation made by Council with respect to any matter considered at this meeting, he will need record of the proceedings, and that for such purposes, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Any invocation that may be offered before the official start of the Council meeting is and shall be the voluntary offering of a private citizen to and for the benefit of the Council pursuant to Resolution 2014-43. The views and beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council and do not necessarily represent their individual religious beliefs, nor are the views or beliefs expressed intended to suggest allegiance to or preference for any particular religion, denomination, faith, creed, or belief by the Council or the City. No person in attendance at this

meeting is or shall be required to participate in any invocation and such decision whether or not to participate will have no impact on his or her right to actively participate in the public meeting.

The City of Umatilla is an equal opportunity provider and employer.



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: June 19, 2024

MEETING DATE: June 19, 2024

SUBJECT: Resolution No. 2024-09 Amendment 2 to PTGA 449782-1-94-01 Design and Construction of T-Hangars with Taxilanes at Umatilla Municipal Airport

BACKGROUND SUMMARY:

In June 2023, the City accepted an initial FDOT PTGA to bid and construct a 13-unit T-Hangar building at the Umatilla Municipal Airport. The initial grant was for \$464,508 total project (\$455,218 FDOT (98%) + \$9,290 Local (2%)). Once the project was bid, the intent was for FDOT to amend the original agreement with construction funds for the remainder of the construction cost. On March 6, 2024, bids were received for the t-hangar construction and a request was sent to FDOT for additional funding.

On April 2, Resolution 2024-05 was approved for a portion of the requested amount from FDOT's FY2024 budget. This amendment provides the remainder of the requested funds from their FY2025 budget. The first amendment was for \$1,244,898 total project (\$1,220,000 FDOT (98%) + \$24,898 Local (2%)). This amendment is for \$491,885 total project (\$482,047 FDOT (98%) + \$9,838 Local (2%)). The construction contract has been finalized with the Contractor and approved by the Council. So, with this Second Amendment we can move straight into construction without delay.

RECOMMENDATIONS:

Approve Resolution No. 2024-09 Amendment 2 to PTGA Design and Construction of T-Hangars with Taxilanes

FISCAL IMPACTS:

Additional grant funds of \$482,047
Additional city match of \$9,838

ATTACHMENTS:

1. Resolution No 2024-09 Amendment 2 to PTGA
 2. Amendment 2 PTGA 449782-1-94-01 T-Hangars w Taxilanes
-

RESOLUTION NO. 2024-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, ACCEPTING THE SECOND AMENDMENT TO THE PUBLIC TRANSPORTATION GRANT AGREEMENT (PTGA) 449782-1-94-01 WITH THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION FOR THE PURPOSE OF DESIGN AND CONSTRUCTION OF T-HANGARS WITH TAXILANES AT UMATILLA MUNICIPAL AIRPORT; AUTHORIZING CITY OFFICIALS TO EXECUTE SAID AGREEMENT; PROVIDING FOR A SAVINGS CLAUSE AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Umatilla, Lake County, Florida, on June 6, 2023 approved Public Transportation Grant Agreement 449782-1-94-01, which became effective on June 19, 2023. The initial grant was for \$464,508 total project (\$455,218 FDOT (98%) plus \$9,290 Local (2%)); and

WHEREAS, the City Council of the City of Umatilla, Lake County, Florida, on April 2, 2024, considered a first Amendment to the Public Transportation Grant Agreement (PTGA) 449782-1-94-01 to add funds to the project that FDOT has offered in the amount of \$1,244,898 (\$1,220,000 FDOT (98%) + \$24,898 Local (2%)) bringing the revised total project cost to \$1,709,406; and

WHEREAS, the City Council of the City of Umatilla, Lake County, Florida, on June 19, 2024, considered a second Amendment to the Public Transportation Grant Agreement (PTGA) 449782-1-94-01 to add funds to the project that FDOT has offered in the amount of \$491,885 (\$482,047 FDOT (98%) + \$9,838 Local (2%)) bringing the revised total project cost to \$2,201,291; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA:

1. The foregoing recitals are incorporated herein by reference and made a part hereof.
2. That the Umatilla City Council accepts the second Amendment to the Public Transportation Grant Agreement 449782-1-94-01 offered by the Florida Department of Transportation. The agreement, including assurances contained therein, is authorized, and the City Manager or his designee shall act on behalf of the City with respect to the agreement and provide any additional information as may be required.
3. That the Mayor or the City Manager are hereby authorized and directed to sign the Public Transportation Grant Agreement on behalf of the City of Umatilla, Lake County, Florida.
4. That the Finance Director is hereby directed to amend the budget to include the increase in funding.
5. **SAVINGS CLAUSE:** If any section, sentence, clause, phrase, or word of this Resolution is for any reason held, or declared to be, unconstitutional, inoperative or void, such holding or invalidity shall not effect the remaining portions of this Resolution without such unconstitutional, invalid, or inoperative part therein; and the remainder of this Resolution, after the exclusion of such part or parts shall be deemed and held to be valid as if such parts had not been included herein; or if this Resolution or any provisions thereof shall be held inapplicable to any person, groups of persons, property, kind of property, circumstances, or set of circumstances, such holding shall not affect the applicability thereof to any other person, property or circumstances.

EFFECTIVE DATE: This Resolution shall take effect immediately upon its adoption by the City Council of the City of Umatilla, Lake County, Florida, this 19th day of June, 2024.

Attest:

Jessica Burnham, FCRM
City Clerk

Chris Creech, MAYOR of the
City of Umatilla, Florida

Kevin Stone, Attorney for the
City of Umatilla, Florida

**PUBLIC TRANSPORTATION
AMENDMENT TO THE PUBLIC TRANSPORTATION
GRANT AGREEMENT**

Financial Project Number(s): (item-segment-phase-sequence)	Fund(s):	DDR,DPTO	FLAIR Category:	088719
449782-1-94-01	Work Activity Code/Function:	215	Object Code:	751000
	Federal Number/Federal Award		Org. Code:	55052000531
	Identification Number (FAIN) – Transit only:		Vendor Number:	VF596000442009
Contract Number:	Federal Award Date:		Amendment No.:	2
CFDA Number: N/A	SAM/UEI Number:			
CFDA Title: N/A				
CSFA Number: 55.004				
CSFA Title: Aviation Grant Program				

THIS AMENDMENT TO THE PUBLIC TRANSPORTATION GRANT AGREEMENT ("Amendment") is made and entered into on _____, by and between the State of Florida, Department of Transportation ("Department"), and City of Umatilla, ("Agency"), collectively referred to as the "Parties."

RECITALS

WHEREAS, the Department and the Agency on 6/19/2023 (date original Agreement entered) entered into a Public Transportation Grant Agreement ("Agreement").

WHEREAS, the Parties have agreed to modify the Agreement on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants in this Amendment, the Agreement is amended as follows:

1. **Amendment Description.** The project is amended To Add Funds for Construction of the T-Hangars at Umatilla Municiple Airport.
2. **Program Area.** For identification purposes only, this Agreement is implemented as part of the Department program area selected below (select all programs that apply):
 - ☒ **Aviation**
 - ☐ **Seaports**
 - ☐ **Transit**
 - ☐ **Intermodal**
 - ☐ **Rail Crossing Closure**
 - ☐ **Match to Direct Federal Funding** (Aviation or Transit)
 - (Note: Section 15 and Exhibit G do not apply to federally matched funding)
 - ☐ **Other**
3. **Exhibits.** The following Exhibits are updated, attached, and incorporated into this Agreement:
 - ☒ Exhibit A: Project Description and Responsibilities
 - ☒ Exhibit B: Schedule of Financial Assistance
 - ☐ *Exhibit B1: Deferred Reimbursement Financial Provisions
 - ☐ *Exhibit B2: Advance Payment Financial Provisions
 - ☐ *Exhibit C: Terms and Conditions of Construction
 - ☒ Exhibit D: Agency Resolution
 - ☐ Exhibit E: Program Specific Terms and Conditions
 - ☐ Exhibit F: Contract Payment Requirements
 - ☒ *Exhibit G: Financial Assistance (Single Audit Act)
 - ☐ *Exhibit H: Audit Requirements for Awards of Federal Financial Assistance

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION
AMENDMENT TO THE PUBLIC TRANSPORTATION
GRANT AGREEMENT

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- ___ *Exhibit I: Certification of Disbursement of Payment to Vehicle and/or Equipment Vendor
___ *Additional Exhibit(s):

4. Project Cost.

The estimated total cost of the Project is X increased/ ___ decreased by \$491,885 bringing the revised total cost of the project to \$2,201,291.

The Department's participation is X increased/ ___ decreased by \$482,047. The Department agrees to participate in the Project cost up to the maximum amount of \$2,157,265, and, additionally the Department's participation in the Project shall not exceed 98.00% of the total eligible cost of the Project.

Except as modified, amended, or changed by this Amendment, all of the terms and conditions of the Agreement and any amendments thereto shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment on the day and year written above.

AGENCY City of Umatilla

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

By: _____
Name: Christopher Creech
Title: Mayor

By: _____
Name: C. Jack Adkins
Title: Director of Transportation Development

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

Legal Review: Daniel L. McDermott

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
GRANT AGREEMENT EXHIBITS**

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EXHIBIT A

Project Description and Responsibilities

A. Project Description (description of Agency's project to provide context, description of project components funded via this Agreement (if not the entire project)): To fund the construction of T-Hangar building, taxilanes, and associated site improvements.

B. Project Location (limits, city, county, map): Umatilla Municipal Airport/Umatilla, FL/Lake

C. Project Scope (allowable costs: describe project components, improvement type/service type, approximate timeline, project schedule, project size): As required by 215.971, F.S., this scope of work includes but is not limited to consultant fees, bid and award services, survey and geotechnical costs, permitting, construction inspection and material testing costs, mobilization and demobilization, maintenance of traffic, erosion control, demolition, pavement (access roadways, parking lots, and sidewalks), drainage, utilities, primary and back-up power supplies, buildings (foundation, structure, roof, MEP, drainage, fire prevention, and protection), pavement marking, lighting and signage, fencing and gates, landscaping (including outdoor lighting), and indoor/outdoor security systems, including all materials, equipment, labor, and incidentals required to complete the T-Hangar project.

The specifics of the Project Scope for construction are described in and limited by the Contract Drawings for the Construction of "T-Hangar Development" at Umatilla Municipal Airport, prepared by AVCON, Inc., dated in February 2024, together with all plan updates, necessary design variation, exceptions, and change orders approved by the Agency. The Sponsor will comply with Aviation Program Assurances.

D. Deliverable(s): Final closeout documents to be uploaded into JACIP.

The project scope identifies the ultimate project deliverables. Deliverables for requisition, payment and invoice purposes will be the incremental progress made toward completion of project scope elements. Supporting documentation will be quantifiable, measurable, and verifiable, to allow for a determination of the amount of incremental progress that has been made, and provide evidence that the payment requested is commensurate with the accomplished incremental progress and costs incurred by the Agency.

E. Unallowable Costs (including but not limited to): Stored materials unless prior written approval from FDOT is obtained.

F. Transit Operating Grant Requirements (Transit Only):

Transit Operating Grants billed as an operational subsidy will require an expenditure detail report from the Agency that matches the invoice period. The expenditure detail, along with the progress report, will be the required deliverables for Transit Operating Grants. Operating grants may be issued for a term not to exceed three years from execution. The original grant agreement will include funding for year one. Funding for years two and three will be added by amendment as long as the grantee has submitted all invoices on schedule and the project deliverables for the year have been met.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
GRANT AGREEMENT EXHIBITS**

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EXHIBIT B

Schedule of Financial Assistance

FUNDS AWARDED TO THE AGENCY AND REQUIRED MATCHING FUNDS PURSUANT TO THIS AGREEMENT
CONSIST OF THE FOLLOWING:

A. Fund Type and Fiscal Year:

Financial Management Number	Fund Type	FLAIR Category	State Fiscal Year	Object Code	CSFA/CFDA Number	CSFA/CFDA Title or Funding Source Description	Funding Amount
449782-1-94-01	DDR	088719	2024	751000	55.004	Aviation Grant Program	\$859,421.00
449782-1-94-01	DDR	088719	2023	751000	55.004	Aviation Grant Program	\$259,663.00
449782-1-94-01	DPTO	088719	2023	751000	55.004	Aviation Grant Program	\$195,555.00
449782-1-94-01	DPTO	088719	2024	751000	55.004	Aviation Grant Program	\$360,579.00
449782-1-94-01	LF	088719	2024	751000	55.004	Aviation Grant Program	\$24,898.00
449782-1-94-01	LF	088719	2023	751000	55.004	Aviation Grant Program	\$9,290.00
449782-1-94-01	DDR	088719	2024	751000	55.004	Aviation Grant Program	\$300,000.00
449782-1-94-01	DPTO	088719	2024	751000	55.004	Aviation Grant Program	\$182,047.00
449782-1-94-01	LF	088719	2024	751000	55.004	Aviation Grant Program	\$9,838.00
Total Financial Assistance							\$2,201,291.00

B. Estimate of Project Costs by Grant Phase:

Phases*	State	Local	Federal	Totals	State %	Local %	Federal %
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Environmental/Design/Construction	\$2,157,265.00	\$44,026.00	\$0.00	\$2,201,291.00	98.00	2.00	0.00
Capital Equipment/ Preventative Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Match to Direct Federal Funding	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Mobility Management (Transit Only)	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Totals	\$2,157,265.00	\$44,026.00	\$0.00	\$2,201,291.00			

*Shifting items between these grant phases requires execution of an Amendment to the Public Transportation Grant Agreement.

Scope Code and/or Activity Line Item (ALI) (Transit Only)	
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BUDGET/COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:

**PUBLIC TRANSPORTATION
GRANT AGREEMENT EXHIBITS**

I certify that the cost for each line item budget category (grant phase) has been evaluated and determined to be allowable, reasonable, and necessary as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

Luci Taylor

Department Grant Manager Name

Signature

Date

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
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EXHIBIT D

AGENCY RESOLUTION

PLEASE SEE ATTACHED

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
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EXHIBIT G

AUDIT REQUIREMENTS FOR AWARDS OF STATE FINANCIAL ASSISTANCE

THE STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:~

Awarding Agency: Florida Department of Transportation

State Project Title: Aviation Grant Program

CSFA Number: 55.004

***Award Amount:** \$2,157,265

*The award amount may change with amendments

Specific project information for CSFA Number 55.004 is provided at: <https://apps.fldfs.com/fsaa/searchCatalog.aspx>

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT:

State Project Compliance Requirements for CSFA Number 55.004 are provided at:
<https://apps.fldfs.com/fsaa/searchCompliance.aspx>

The State Projects Compliance Supplement is provided at: <https://apps.fldfs.com/fsaa/compliance.aspx>