



UMATILLA CITY COUNCIL MEETING

April 15, 2025 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

1. Approval of Meeting Minutes
 - April 1, 2025, Community Redevelopment Agency (CRA) Minutes
 - April 1, 2025, Regular City Council Minutes

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

2. City of Umatilla Media Relations and Social Media Policy
3. City of Umatilla Council Meeting Conduct & Decorum Policy
4. Resolution No. 2025-05, 457(b) Management Deferred Compensation Plan
5. Resolution No. 2025-07, PTGA Amendment #3 T-Hangars & Taxi Lanes at Umatilla Municipal Airport

REPORTS

6. Staff 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.



UMATILLA COMMITTEE REDEVELOPMENT BOARD (CRA) MEETING

April 1, 2025 at 6:00 PM

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

MINUTES

CALL TO ORDER

Having been duly advertised as required by law, Mayor Creech called the Community Redevelopment Agency Meeting to order at 6:00 pm.

ROLL CALL

MEMBERS PRESENT

Christopher Creech, Mayor
Katherine Adams, Vice Mayor
Fred Fetterolf, Council Member
John Nichols, Council Member
Bear Crockett, Council Member

NOT PRESENT

ALSO PRESENT

Aaron Mercer, Interim City Manager
Adam Bolton, Assistant City Manager
Jessica Burnham, City Clerk
Jennifer Cotch, City Attorney
Regina Frazier, Finance Director
Amy Stultz, Library Director
David Seeley, Chief of Police
Vaughan Nilson, Public Works Director
Misti Lambert, Programs and Compliance Manager

AGENDA REVIEW

MOTION BY COUNCIL MEMBER FETTEROLF TO APPROVE THE COMMUNITY REDEVELOPMENT AGENCY AGENDA; SECONDED BY VICE MAYOR ADAMS. MOTION WAS APPROVED BY AN UNANIMOUS VOICE VOTE.

MINUTES REVIEW

PRESENTATIONS

1. CRA Matching Grant Application Fish N Chix- 100 N Central Avenue

Misti Lambert, Programs and Compliance Manager, provided an overview of the CRA's Improvement Grant Program, which offers matching grants for exterior improvements to buildings within the CRA project area. The

program aims to enhance the aesthetic appeal of properties, with eligible improvements including refurbishing exterior walls, replacing windows/doors, signs, awnings, landscaping, and more.

Veasna Chann, owner of Fish N Chix restaurant at 100 N. Central Avenue, applied for the grant to replace the damaged pole sign with vinyl lettering, restoring it to its original pre-Hurricane Milton appearance. However, there is conflicting language in the grant guidelines: one section lists signs as eligible, while another excludes off-building signage. Despite being a non-conforming structure, restoring the sign aligns with the Downtown district's goals of enhancing the area's character.

Ms. Chann's property meets the requirements, and she obtained proposals from three companies for the sign replacement. The grant requires a 1:1 match with a maximum award of \$10,000. Ms. Chann selected SignCrafters of Central Florida for the project and understands that reimbursement will occur after project completion, including required inspections and proof of payment.

MOTION BY COUNCIL MEMBER NICHOLS TO APPROVE CRA MATCHING GRANT APPLICATION FISH N CHIX 100 N CENTRAL AVENUE; SECONDED BY COUNCIL MEMBER ADAMS. MOTIN WAS APPROVED BY AN UNANIMOUS VOICE VOTE.

PUBLIC COMMENT

Mayor Creech opened public comment

No one spoke

Mayor Creech closed public comment

PUBLIC HEARING / ORDINANCES / RESOLUTIONS

ACTION ITEMS / DISCUSSION ITEMS

ADJOURNMENT

With no further business for discussion, the meeting adjourned at approximately 6:09 p.m.

Jessica Burnham, FCRM
City Clerk

Christopher R. Creech, Mayor



UMATILLA CITY COUNCIL MEETING

April 1, 2025 at 6:00 PM

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

MINUTES

PLEDGE OF ALLEGIANCE AND INVOCATION

CALL TO ORDER

Having been duly advertised as required by law, Mayor Creech led the Pledge of Allegiance, gave the Invocation, and called the Regular City Council Meeting to order at 6:10 pm.

ROLL CALL

MEMBERS PRESENT

Christopher Creech, Mayor
Katherine Adams, Vice Mayor
Fred Fetterolf, Council Member
John Nichols, Council Member
Bear Crockett, Council Member

NOT PRESENT

ALSO PRESENT

Aaron Mercer, Interim City Manager
Adam Bolton, Assistant City Manager
Jessica Burnham, City Clerk
Jennifer Cotch, City Attorney
Regina Frazier, Finance Director
Amy Stultz, Library Director
David Seeley, Chief of Police
Vaughan Nilson, Public Works Director
Misti Lambert, Programs and Compliance Manager

AGENDA REVIEW

Mayor Creech inquired with Mr. Mercer if there were any changes to the agenda. Mr. Mercer responded that, yes, the applicant for item number five has withdrawn their application and plans to resubmit it at a future council meeting.

MOTION BY VICE MAYOR ADAMS TO APPROVE THE AGENDA WITH THE STATED CHANGES; SECONDED BY COUNCIL MEMBER NICHOLS. MOTION WAS APPROVED BY AN UNANIMOUS VOICE VOTE.

MINUTES REVIEW

1. Approval of Meeting Minutes
 - March 18, 2025, Land Planning Agency Minutes
 - March 18, 2025, Regular City Council Minutes

MOTION BY COUNCIL MEMBER NICHOLS TO APPROVE MARCH 18, 2025 MINUTES; SECONDED BY VICE MAYOR ADAMS; MOTION WAS APPROVED BY A UNANIMOUS VOICE VOTE.

PRESENTATIONS

PUBLIC COMMENT

Mayor Creech opened public comment

Trenton Grinstead, owner of Apex Tackle Solutions, LLC, addressed the council with concerns regarding a recently purchased property that was just annexed into the city. The property is currently awaiting connection to the city waterline, which is not expected to happen for a few more months. Mr. Grinstead presented two options for consideration, as he is unable to open his business without running water. His options were to either place a portable water tank on the property or inquire with the nearby fire department about temporarily hooking into their water supply.

The council suggested that Mr. Grinstead schedule a meeting with Mr. Mercer to further discuss his options and explore solutions for getting his business ready to open.

Mayor closed public comment

CONSENT AGENDA

2. Purchase of New City Administrative Vehicles
3. Resolution No. 2025-06, Florida Humanities Summer Reading Program Grant

MOTION BY COUNCIL MEMBER NICHOLS TO APPROVE THE CONSENT AGENDA; SECONDED BY VICE MAYOR ADAMS. MOTION WAS APPROVED BY AN UNANIMOUS VOICE VOTE.

PUBLIC HEARING / ORDINANCES / RESOLUTIONS

4. Final Reading of Ordinance No. 2025-D, Joint Equity Small Scale Comp Plan Amendment

Attorney Cotch read the Ordinance by title only

AN ORDINANCE OF THE CITY OF UMATILLA, COUNTY OF LAKE, STATE OF FLORIDA, PURSUANT TO THE PROVISIONS OF FLORIDA STATUTE 163.3187(1)(b); AMENDING THE LAND USE DESIGNATION OF 0.41 ± ACRES OF LAND DESIGNATED AS SINGLE FAMILY MEDIUM DENSITY TO DOWNTOWN MIXED USE IN THE CITY OF UMATILLA FOR THE HEREAFTER DESCRIBED PROPERTY OWNED BY JOINT EQUITY, LLC LOCATED SOUTH OF GUERRANT STREET AND EAST OF KENTUCKY STREET; DIRECTING THE CITY MANAGER TO TRANSMIT THE AMENDMENT TO THE APPROPRIATE GOVERNMENTAL AGENCIES

PURSUANT TO CHAPTER 163, FLORIDA STATUTES; AUTHORIZING THE CITY MANAGER TO AMEND SAID COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR AN EFFECTIVE DATE

Attorney Cotch stated that, if there were no objections, the testimony from the March 18, 2025, Regular City Council Meeting would be carried over.

There were no noted objections from the council.

Mayor Creech opened public comment

No one spoke

Mayor Creech closed public comment.

Discussion regarding the zoning of the property was brought up, to which Mr. Mercer noted that the original zoning application had been withdrawn. The applicant decided to pursue a different zoning option, which would need to be re-advertised and brought back to the council for review.

MOTION BY COUNCIL MEMBER NICHOLS TO APPROVE FINAL READING OF ORDINANCE NO. 2025-D, JOINT EQUITY SMALL SCALE COMP PLAN AMENDMENT; SECONDED BY COUNCIL MEMBER CROCKETT. MOTION WAS APPROVED A ROLL CALL VOTE.

Council Member Nichols	YES
Council Member Crockett	YES
Council Member Fetterolf	YES
Vice Mayor Adams	YES
Mayor Creech	YES

5. Final Reading of Ordinance No. 2025-D1, Joint Equity Rezoning

**This item was withdrawn*

NEW BUSINESS

6. Contract Approval to Trinity Electrical Services, LLC for Airport Rotating Beacon and Beacon Tower Replacement

Mr. Mercer provided the council with background information and noted that, at the March 4th City Council meeting, the low bid for the construction of a new airport rotating beacon and tower was awarded to Trinity Electrical Services. The project is fully funded through a 100% FDOT grant. This is the agreement with Trinity Electrical Services.

MOTION BY COUNCIL MEMBER NICHOLS TO APPROVE THE CONTRACT WITH TRINITY ELECTRICAL SERVICES, LLC FOR AIRPORT ROTATING BEACON AND BEACON TOWER REPLACEMENT; SECONDED BY COUNCIL MEMBER CROCKETT. MOTION WAS APPROVED BY AN UNANIMOUS VOICE VOTE.

7. Agreement for Sale and Purchase of Real Property - Lake Ferns Industrial Park

Mayor Creech recused himself from this agenda item due to a potential private gain or loss and stated that he would file Form 8B with the clerk.

Mayor Creech passed the gavel to Vice Mayor Adams

Attorney Cotch addressed the council regarding the agenda and stated that, at the March 18, 2025, City Council meeting, City Attorney Kevin Stone informed the council that he had received an offer from Lake Fern Properties, LLC, to purchase the City's abandoned 22+/- acre spray field on Golden Gem Drive. Mr. Stone received unanimous approval to negotiate with the buyer's attorney on the sale price and return with the contract/agreement for the council's approval.

Following successful negotiations, the buyer agreed to a purchase price of \$818,988.25, which is the same amount the City paid the Philips Company to repurchase the property after their development plans were withdrawn.

Payment is due at closing, and the buyer will have 30 days from the effective date of the agreement to complete their due diligence.

MOTION BY COUNCIL MEMBER NICHOLS TO APPROVE THE AGREEMENT FOR SALE AND PURCHASE OF REAL PROPERTY LAKE FERNS INDUSTRIAL PARK; SECONDED BY COUNCIL MEMBER CROCKETT. MOTION WAS APPROVED BY AN UNANIMOUS VOICE VOTE.

Vice Mayor Adams passed the gavel back to Mayor Creech

REPORTS

8. Staff Reports

Mr. Mercer had nothing to report.

Attorney Cotch had nothing to report.

Council Member Fetterolf had nothing to report.

Council Member Crockett had nothing to report.

Vice Mayor Adams reminded everyone that the museum BBQ would take place on April 3, 2025.

Council Member Nichols had nothing to report.

Mayor Creech informed the council that he had been approached by Lakeview Terrace, who expressed interest in holding a meet-and-greet with the council.

Chief Seeley spoke about a recent event in which Sergeant McNeal was involved with the SWAT team and took the opportunity to offer kudos for his efforts.

Ms. Frazier discussed the new smart meters, which are now active on the website, allowing residents to view

their usage in real time. She also highlighted the various options available for paying utility bills.

Mr. Nilson provided the council with an update on several ongoing city projects, including the center lift station and force main. He also mentioned that the Golden Gem project is scheduled to begin next week.

Ms. Stultz thanked the council for approving the grant for the summer reading program.

ADJOURNMENT

With no further business for discussion, the meeting adjourned at approximately 6:43 p.m.

Jessica Burnham, FCRM
City Clerk

Christopher R. Creech, Mayor

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Christopher R Creech		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE Umatilla City Council	
MAILING ADDRESS 41620 Silver Dr		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Umatilla	COUNTY Lake	☒ CITY ☐ COUNTY ☐ OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 4/1/25		NAME OF POLITICAL SUBDIVISION: Umatilla City Council	
		MY POSITION IS: ☒ ELECTIVE ☐ APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Christopher R Creech, hereby disclose that on April 1, 20 25 :

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____ , by
whom I am retained; or
- ☐ inured to the special gain or loss of _____ , which
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Agreement for Sale and Purchase of Real Property Lake Ferns Industrial Park

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

4/1/25

Date Filed

Christopher R. Creech
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



CITY OF UMATILLA

AGENDA ITEM STAFF REPORT

DATE: March 6, 2025

MEETING DATE: April 15, 2025

SUBJECT: City of Umatilla Media Relations and Social Media Policy

BACKGROUND SUMMARY:

This policy establishes guidelines for the City's official use of social media platforms to communicate with residents while ensuring compliance with public records laws and maintaining professional standards. It designates the city's website as the primary information source, with social media serving a supplementary role. The updated version explicitly prohibits public comments on City accounts and establishes new rules for employees' personal social media use related to City business.

The policy addresses emerging needs in digital communication by clarifying expectations, reducing legal risks, and maintaining consistent messaging. Furthermore, this policy will provide standards for staff while protecting the City from potential liabilities associated with social media use. The policy requires no additional resources to implement.

RECOMMENDATIONS:

Approval of the City of Umatilla Comprehensive Media Relations and Social Media Policy

FISCAL IMPACTS:

N/A

ATTACHMENTS:

1. Social media policy
-

CITY OF UMATILLA SOCIAL MEDIA POLICY AND PROCEDURE

1. Purpose

The City of Umatilla ("City") Social Media Policy and Procedures ("Policy") is established to guide all City employees, elected and appointed officials, and third parties engaged with or utilizing City managed social media platforms. This Policy outlines the inherent personal and professional risks of social media use in connection with City business and aims to ensure its lawful, effective, and responsible use.

Social media may be used to supplement the City's primary communications via its official website, while maintaining compliance with applicable federal, state, and local laws, including Florida's Public Records Act and Sunshine Law. City social media platforms will function as controlled channels for government speech—not open public forums—in support of public safety, health, and welfare.

2. Definitions

Authorized City Users: Employees, agents, and volunteers who have been designated to manage or contribute to City social media platforms.

Social Media Sites: Digital platforms and applications that allow users to create, share, or interact with content, including but not limited to Facebook, X (formerly Twitter), YouTube, Instagram, LinkedIn, and blogs.

City Social Media Sites: Social media accounts officially owned or operated by the City of Umatilla.

Posts or Postings: Any form of content—including text, images, videos, or audio—published on City social media sites.

3. General Policy

3.1. The City's official website will remain the primary platform for official communication. Social media is intended as a supplementary tool.

3.2. All new social media accounts must be approved by the City Manager or designee and include appropriate City' branding and adhere to this Policy.

3.3. All content must be approved by the City Manager or a designee prior to posting.

3.4. City social media sites must clearly state that they official City accounts and must align with all relevant policies and standards.

3.5. When applicable, social media content should direct users to the official City website for additional details, forms, or resources.

3.6. The City Manager or designee is responsible for monitoring all content to ensure compliance with this Policy.

3.7. City social media platforms will not permit public comments, reactions, or other user-generated content. All public inquiries must be directed to official City communication channels (e.g., website, email, phone).

3.8. The City reserves the right to modify or discontinue any City social media site at any time, without notice.

3.9. City social media platforms must comply with all relevant federal, state, and local laws, and with the terms of service and privacy policies of each platform provider.

3.10. All content posted on City social media platforms is subject to Florida's Public Records Act.

4. Content Guidelines

4.1. Posts must be limited to City-related programs, services, events, and official announcements.

4.2. Where applicable, posts must include links to the City's official website for further information.

4.3. The City must obtain all necessary permissions to use copyrighted materials, including photos and videos.

4.4. Posts should generally be made during regular business hours. After-hours posts require prior approval by the City Manager or designee.

4.5. Only authorized personnel may post content, and they must comply with this Policy at all times.

4.6. Personal opinions or concerns shall not be expressed through City social media channels. Posts must reflect only the City's official position.

4.7. No content may disclose confidential or proprietary information as defined by City policies or applicable laws.

4.8. Post must not include personal identifying information unless directly related to an employee's public-facing role.

4.9. The following types of content are strictly prohibited:

- Political campaign messages or candidate endorsements.
- Offensive, discriminatory, or defamatory language.
- Sexual content or obscene materials.

- Unauthorized commercial advertisements or solicitations.
- Content promoting illegal activity or compromising public safety.

4.10. Content that violates this Policy will be removed. The identity of the poster and date of the original posting will be retained for records.

4.11. The City reserves the right to modify features or content on its social media sites as needed.

4.12. All users must comply with all applicable City technology and internet usage policies.

4.13. All content must be approved by the City Manager or designee before publication.

4.14. Any violations of this Policy may result in disciplinary actions in accordance with City personnel policies.

5. Use of Social Media by City Officials and Employees

5.1. All officials and employees must comply with Florida's Sunshine Law and Public Records Law when discussing City business on social media.

5.2. Content related to City business, even when posted on personal accounts, must be retained per the City's records retention schedule.

5.3. **Personal Social Media Usage:** Officials and employees referencing City business on personal social media accounts must:

- Include the disclaimer: *"The views expressed are my own and do not represent the City of Umatilla."*
- Refrain from disclosing confidential or sensitive information.
- Avoid making disparaging remarks about the City, colleagues, or constituents.

5.4. Officials and employees should seek guidance from the City Attorney when uncertain about social media use in relation to official duties.

6. Severability

6.1. If any section or provision of this Policy is found invalid or unenforceable, the remaining provisions shall continue in full force and effect.

7. Disclaimer

7.1. The City is not liable for any damages resulting from content posted on social media platforms, nor for the failure to remove content that violates this Policy. The City does not endorse external advertisements or content linked via its social media accounts.

8. Effective Date

This Policy is effective upon its adoption by the City of Umatilla. Violations may result in disciplinary actions in accordance with City personnel policies or as other applicable law. The City Manager may amend, revise, or revoked this Policy at any time.



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: April 11, 2025

MEETING DATE: April 15, 2025

SUBJECT: City of Umatilla Council Meeting Conduct & Decorum Policy

BACKGROUND SUMMARY:

This policy aims to promote orderly, efficient, and respectful council meetings by setting clear rules of decorum, outlining enforcement procedures, and ensuring adherence to Robert's Rules of Order (RONR) as the official parliamentary authority.

RECOMMENDATIONS:

Approval of the City of Umatilla Council Meeting Conduct & Decorum Policy

FISCAL IMPACTS:

N/A

ATTACHMENTS:

1. City of Umatilla Council Meeting Conduct & Decorum Policy
-

Council Meeting Conduct & Decorum Policy

(In accordance with Robert's Rules of Order, 12th Edition)

1. Purpose

To ensure orderly, efficient, and respectful council meetings by establishing clear rules of decorum, enforcement mechanisms, and adherence to Robert's Rules of Order (RONR) as the governing parliamentary authority.

2. Meeting Conduct & Decorum

All participants—including council members, staff, and the public—must adhere to the following:

A. General Decorum

- Address the chair only (Mayor/Chairperson) and avoid speaking without recognition.
- No interruptions, personal attacks, profanity, or inflammatory remarks.
- Observe time limits for debate and public comment (as set by the chair or bylaws).
- Silence electronic devices to prevent disruptions.

B. Council Member Conduct

- Members must seek recognition before speaking and refrain from sidebar conversations.
- Debate must be germane to the motion on the floor.
- Members shall yield the floor when ruled out of order by the chair.

C. Public Participation

- Speakers must sign in (if required) and state their name for the record.
- Comments must be civil and concise (time limits per council rules).
- The chair may terminate remarks if decorum is violated.

3. Role of the Sergeant at Arms

The Sergeant at Arms (appointed by the chair or council) shall:

- Enforce meeting rules as directed by the chair.
- Restore order if disruptions occur (e.g., excessive noise, refusal to yield the floor).
- Remove disruptive individuals after a warning (if necessary).
- Assist with security and access control if needed.

4. Enforcement & Penalties

Violations of decorum shall be handled as follows:

1. First offense: Verbal warning from the chair.
2. Second offense: The offender may be ordered to leave for the remainder of the meeting.
3. Persistent disruption: The Sergeant at Arms may escort the individual out, and repeat offenders may be barred from future meetings.

(Note: Council members may also face censure or other disciplinary measures per internal rules.)

5. Parliamentary Authority

- Robert's Rules of Order (12th Ed.) governs all procedural matters unless superseded by local charter, bylaws, or state law.
- The chair's rulings on decorum and procedure are final unless appealed and overturned by a 3/5 vote.

6. Amendments

This policy may be amended by a majority vote of the council, provided notice is given per RONR.



CITY OF UMATILLA AGENDA ITEM STAFF REPORT

DATE: March 28, 2025

MEETING DATE: April 15, 2025

SUBJECT: Resolution No. 2025-05, 457(b) Management Deferred Compensation Plan

BACKGROUND SUMMARY:

Resolution 2019-11 was approved on May 21, 2019 providing a 5% matching contribution to the deferred compensation plan for key positions in the City. Since that time, there have been title changes and, most recently, the addition of the Assistant City Manager position. This resolution corrects the titles and adds the Library Director and Assistant City Manager as approved positions for the matching program. It also adds the language for the City Manager's non-matching contribution, which was approved by contract under the previous administration.

RECOMMENDATIONS:

Approval of Resolution No. 2025-05, 457(b) Management Deferred Compensation Plan

FISCAL IMPACTS:

Up to \$8,500

ATTACHMENTS:

1. RESO 2025-05, 457(b) Mgmt Deferred Comp
-

RESOLUTION NO. 2025-05

**A RESOLUTION OF THE CITY OF UMATILLA, FLORIDA;
AMENDING THE DEFERRED COMPENSATION
RETIREMENT PLAN FOR THE POSITIONS OF CITY
MANAGER, ASSISTANT CITY MANAGER, CITY CLERK,
PUBLIC WORKS DIRECTOR, LIBRARY DIRECTOR AND
FINANCE & ADMINISTRATION DIRECTOR OF CITY OF
UMATILLA, FLORIDA; PROVIDING FOR CONFLICTING
RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Umatilla established a Retirement Plan and Trust for the City of Umatilla employees pursuant to Resolution 2013-19; and

WHEREAS, the Retirement Plan and Trust agreement was executed on July 2, 2013; and

WHEREAS, the Retirement Plan and Trust authorizes the City Council to amend said Plan and Trust, in whole or in part, either retroactively or prospectively, by delivering to the Trustee a written amendment in accordance with the limitations set out in that section; and

WHEREAS, the City Council desires to amend the Plan and Trust to clarify and revise the matching contribution for the position, to apply to the positions Assistant City Manager, City Clerk, Public Works Director, Library Director, and the Finance & Administration Director, to a 100% match of employee contributions, up to a maximum of 5% of each employee's individual compensation.

WHEREAS, the City Council desires to amend the Retirement Plan and Trust to add a non-elective employer contribution for the position of City Manager, to a contribution of up to a 9% non-elective employer contribution, to be determined by the City Manager's employment contract.

WHEREAS, the City Council desires to amend the Plan and Trust to amend the vesting schedule for the position of City Manager, where employer contributions are immediately 100% vested.

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

SECTION 1. The City Council of Umatilla, Florida, in its capacity as the Trustee of the Retirement Plan and Trust for the employees of Umatilla hereby approves the changes as set out forth below, with additions to the Plan and Trust indicated by underlining (underlining) and deletions by strike through (~~stricken through~~).

PARTICIPATING EMPLOYER CONTRIBUTIONS

A Participating Employer may make Employer Contributions as specified below. All Employer Contributions are subject to the limits imposed by the Code (as set forth in the Plan). Employer Contributions that are tied to Payroll Periods (as defined in this Adoption Agreement) must be remitted to the Plan Administrator no later than 15 business days after the Payroll Period. Annual Contributions must be remitted to the Plan Administrator no later than 15 business days after the end of the Plan Year. A Participating Employer may establish different classes of Employees for contribution purposes in this Adoption Agreement. The Participating Employer hereby elects to make Contributions as follows (choose one or both as applicable) (**Note: if the following is not completed, the Participating Employer shall not make Participating Employer Contributions**):

☒ Non-Matching Contributions – Participating Employer Non-Matching Contributions will be made on the following basis (must specify):

The employee with the title of City Manager shall receive a non-elective employer contribution up 9%, to be determined by the City Manager’s employment contract

☒ Matching Contributions

Matching Contributions are Participating Employer Contributions that may be made to match all or a portion of a Participant's contribution to an eligible 457(b) deferred compensation plan.

If the Participating Employer provides Matching Contributions, the amount of Matching Contributions made for a Participant each Plan Year will be (choose only one):

- ☐ _____ % match, up to _____ % of such Participant's Employee Contributions.
 - ☐ _____ % of the Participant's Employee Contributions, which cannot exceed _____ % of the Participant's Compensation.
 - ☒ other formula (requires approval from the FMPTF) City Manager does not receive a match, employees with titles of Assistant City Manager, City Clerk, Public Works Director, Library Director and Finance & Administration Director shall receive a 100% match on employee contributions up to 5% of their salary.
- _____

VESTING FOR PARTICIPATING EMPLOYER CONTRIBUTIONS

A Participating Employer may establish a vesting schedule for Participating Employer Contributions. This means that if the Participant leaves the Participating Employer's employment prior to completing a specified minimum period of service, the Participant forfeits the Participating Employer's Contributions. However, upon Death, Disability, or the Termination of the Plan, the Participant is 100% vested in the Participant's Participating Employer Contributions, notwithstanding any vesting schedule. If a vesting schedule is established, it is the Participating Employer's responsibility to calculate the Participant's service and report it to the Plan Administrator. The Participating Employer hereby elects the following:

A Participant without the title of City Manager becomes Vested in his or her Employer Contributions according to:

- ☐ Immediate vesting
- ☒ The schedule marked below:

Years of Vesting Service	1	2	3	4	5	6	7	8	9	10
	0%	0%	0%	0%	100%	***	***	***	***	***

A Participant without the title of City Manager becomes Vested in his or her Employer Contributions according to:

- ☒ Immediate vesting
- ☐ The schedule marked below:

Years of Vesting Service	1	2	3	4	5	6	7	8	9	10
	***	***	***	***	***	***	***	***	***	***

SECTION 2. The City Council of Umatilla hereby empowers the Mayor or their designee of the City of Umatilla the authority to execute such documents and agreements as are required to effectuate this amendment of the Plan.

SECTION 3. All resolutions or parts of resolutions, in conflict with this Resolution are hereby repealed.

EFFECTIVE DATE: This Resolution shall take effect immediately upon its adoption by the City Council of the City of Umatilla, Lake County, Florida.

PASSED AND RESOLVED this 15th day of April, 2025, by the City Council of the City of Umatilla, Lake County, Florida.

Christopher R. Creech
Mayor

ATTEST:

Approved as to form:
STONE & GERKEN, P.A.

Jessica Burnham, FCRM
City Clerk

Kevin Stone
City Attorney



CITY OF UMATILLA

AGENDA ITEM STAFF REPORT

DATE: April 3, 2025

MEETING DATE: April 15, 2025

SUBJECT: Resolution No. 2025-07, PTGA Amendment #3 T-Hangars & Taxi Lanes at Umatilla Municipal Airport

BACKGROUND SUMMARY:

In June 2023, the City accepted the initial FDOT Public Transportation Grant Agreement (PTGA) 449782-1-94-01 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.

In April 2024, Resolution 2024-05 was approved for a portion of the requested amount from FDOT's FY2024 budget. This first amendment was for \$1,244,898 total (\$1,220,000 FDOT (98%) + \$24,898 Local (2%)). These funds were partial funding of the total project, and more funding was scheduled in FDOT's FY2025 budget.

In June 2024, the City Council approved the second amendment to the Public Transportation Grant Agreement (PTGA) 449782-1-94-01 to add funds to the project that FDOT had 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;

This third amendment to the PTGA will add funds for the construction of the T-Hangars at the Umatilla Municipal Airport by \$60,000 (\$58,800 FDOT (98%) + \$1,200 Local (2%)) bringing the revised total cost of the project to \$2,261,291. The additional funds are being used in part for permitting costs.

RECOMMENDATIONS:

Approval of Resolution No. 2025-07, PTGA Amendment #3 T-Hangars & Taxi Lanes at Umatilla Municipal Airport

FISCAL IMPACTS:

Additional \$1,200 local match from the Airport Fund reserves

ATTACHMENTS:

1. Resolution No#3 to PTGA 449782-1-94-01 Design and Construction of T-Hangars
 2. To Sponsor FM 449782-1PTGA Amendment#3_ T-Hangars & Taxilanes at Umatilla Municipal Airport
-

RESOLUTION NO. 2025-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UMATILLA, LAKE COUNTY, FLORIDA, ACCEPTING THE THRID AMENDMENT TO THE PUBLIC TRANSPORTATION GRANT AGREEMENT (PTGA) 449782-1-94-01 FROM 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 with the State of Florida Department of Transportation, for the purpose of design and construction of T-Hangars with taxilanes at Umatilla Municipal Airport.

WHEREAS, the City Council of the City of Umatilla, Lake County, Florida, on April 2, 2024, considered the 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 the 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%)) brining the revised total project cost to \$2,201,291; and

WHEREAS, the City Council of the City of Umatilla, Lake County, Florida, on April 15, 2025 considered the Third 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 \$60,000 (\$58,800 FDOT (98%) + \$1,200 Local (2%)) bringing the revised total project cost to \$2,261,291; and

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

1. That the Umatilla City Council accepts the Third Amendment to 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.
2. 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.
3. That the Finance Director is hereby directed to amend the budget to include the increase in funding.
4. **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 ___ day of April, 2025.

Attest:

Jessica Burnham, FCRM, City Clerk

Christopher R. 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: G2L99	Federal Award Date:		Amendment No.:	3
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 \$60,000 bringing the revised total cost of the project to \$2,261,291.

The Department's participation is X increased/ ___ decreased by \$58,800. The Department agrees to participate in the Project cost up to the maximum amount of \$2,216,065, 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: _____
Title: _____

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**

Form 725-000-02
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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, taxi lanes, 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	2023	751000	55.004	Aviation Grant Program	\$259,663.00
449782-1-94-01	DDR	088719	2024	751000	55.004	Aviation Grant Program	\$859,421.00
449782-1-94-01	DPTO	088719	2024	751000	55.004	Aviation Grant Program	\$360,579.00
449782-1-94-01	DPTO	088719	2023	751000	55.004	Aviation Grant Program	\$195,555.00
449782-1-94-01	DPTO	088719	2025	751000	55.004	Aviation Grant Program	\$58,800.00
449782-1-94-01	LF	088719	2025	751000	55.004	Aviation Grant Program	\$1,200.00
449782-1-94-01	LF	088719	2023	751000	55.004	Aviation Grant Program	\$9,290.00
449782-1-94-01	LF	088719	2024	751000	55.004	Aviation Grant Program	\$24,898.00
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							\$2,261,291.00

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	\$2,216,065.00	\$45,226.00	\$0.00	\$2,261,291.00	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	\$2,216,065.00	\$45,226.00	\$0.00	\$2,261,291.00			

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

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BUDGET/COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:

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
GRANT AGREEMENT EXHIBITS**

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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:** \$2,216,065

*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>

UMATILLA POLICE DEPARTMENT PRESS RELEASE

March hhhh25, 2025 through March 31, 2025

ARRESTS

3/30/2025	11:40 a.m.	Testore, Anthony Leesburg	Officers responded to Hatfield Drive reference trespassing someone. Mr. Testore was confirmed to have a warrant with Lake County Sheriffs Office for domestic violence. He was transported to Lake County Jail without incident.
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CRIMINAL CITATIONS REQUIRING COURT APPEARANCE

3/26/2025	6:55 a.m.	Cal Aguilar, Jairon Apopka	No drivers license never had one.
3/27/2025	12:37 a.m.	Carter, Bailey Altoona	No valid drivers license for the operation of a motorcycle.
3/27/2025	7:40 p.m.	Aguilar, Jose Mount Dora	Expired drivers license more than 6 months.

REPORTS FILED

3/25/2025	12:32 a.m.	Officers responded to a noise complaint in the area of North Trowell Avenue. They agreed to turn the music down.	
3/25/2025	1:25 p.m.	Officers responded to a residence in the area of East County Road 450 to assist the Lake County Sheriffs office with a disturbance in progress. Disturbance was verbal only. One party left the scene in an uber.	
3/25/2025	1:51 p.m.	Officers responded to 633 Umatilla Boulevard reference a report of a missing and endangered adult. Person was found at the facility and was not endangered. Persons name was removed from FCIC/NCIC.	
3/27/2025	2:20 p.m.	Person was observed trying to ride a bike in the area of Whispering Pines. The bicyclist kept falling so the caller had concerns for their well being. This person was turned over to EMS.	
3/27/2025	10:08 p.m.	Officers responded to a residence in the area of Fern Street. Person was in need of medical attention and was turned over to EMS.	

UMATILLA POLICE DEPARTMENT PRESS RELEASE

March hhhh25, 2025 through March 31, 2025

ARRESTS

3/29/2025	12:43 a.m.	Officers were called to a residence on Bonaire Place reference a noise complaint. The music was turned down.
3/30/2025	10:32 a.m.	Officers responded to a call for service in the area of Hatfield Drive. A person was taken to Lifestream Behavioral Center for treatment under the Baker Act.
3/30/2025	11:32 p.m.	Officers responded to a residence on Raintree Drive reference a person needing medical attention. They were turned over to EMS.
3/31/2025	12:32 a.m.	Officers responded to Recovery Village reference a person having a mental health crisis. The person was taken to Lifestreams Behavioral Center for treatment under the Baker Act.
3/31/2025	7:32 p.m.	Officers responded to a residence in the area of Rose Street reference a person needing medical attention. Person did not meet criteria for a Baker Act.
ARRESTS		3
DISPATCHED CALLS		170
TRAFFIC STOPS		70
TRAFFIC CITATIONS ISSUED		5

UMATILLA POLICE DEPARTMENT PRESS RELEASE

April 1, 2025 through April 7, 2025

ARRESTS

04/01/2025	6:44 p.m.	McConnell, Lisa Eustis	During a routine traffic stop in the area of North Central Avenue, Ms. McConnell's tag was run through NCIC/FCIC. Ms. McConnell had an active warrant out of Lake County. That warrant was confirmed with the Lake County Communications Center. Umatilla Police Department assisted the Lake County Sheriffs office and transported her to the Lake County Jail.
04/02/2025	8:12 p.m.	Lowe, Logan Umatilla	Possession of cannabis more than 20 grams.
04/04/2025	2:15 a.m.	Smith, Adam Umatilla	While on patrol an Officer observed an individual that is known to the Umatilla Police Department to have an active warrant. Officer confirmed Mr. Smith's identity and verified the warrant through the Lake County Communications Center and assisted the Lake County Sheriffs office with transport to Lake County Jail.
04/04/2025	5:29 p.m.	Lee, Terri Umatilla	On routine patrol a traffic stop was conducted. Ms. Lee was found to have an active order to revoke bond out of Lake County. The hit was confirmed with the Lake County Communications Center. Umatilla Police Department assisted the Lake County Sheriffs office with transport to the Lake County Jail.

CRIMINAL CITATIONS REQUIRING COURT APPEARANCE

04/03/2025	3:43 p.m.	Bivins, Shantea Citra	No drivers license never had one.
04/03/2025	9:06 p.m.	Pettis, Devin Paisley	Driving while license suspended/cancelled/revoked, 2 nd conviction or subsequent.

UMATILLA POLICE DEPARTMENT PRESS RELEASE

April 1, 2025 through April 7, 2025

ARRESTS

REPORTS FILED

4/01/2025	12:12 a.m.	Officers responded to a suspicious person call in the area of Southside Plaza. Person checked out all was okay.
04/01/2025	1:07 a.m.	Officers responded to the area of Lakeshore Avenue reference a suspicious person. Persons were identified all was okay.
04/02/2025	6:07 p.m.	Officers responded to a fire call reference a sofa on fire in the yard on State Road 19. Fire was put out.
04/03/2025	7:19 p.m.	Officers assisted the Department of Children and Families with commencement of a case in the area of Kentucky Avenue.
04/04/2025	9:05 p.m.	Officers responded to Sunshine Laundry and trespassed a person from the business.
04/05/2025	12:07 a.m.	Officers arrived at 42420 State Road 19 Dollar General reference a suspicious vehicle. All appeared okay vehicle was unoccupied.
04/05/2025	7:07 a.m.	Officers responded to a residence in the area of Winogene Avenue reference a trespasser. A person was trespassed from the property.

ARRESTS	3
DISPATCHED CALLS	177
TRAFFIC STOPS	84
TRAFFIC CITATIONS ISSUED	8



Umatilla Public Library FY 24-25



March 2025

Library Monthly Reports FY 24-25				
	Q 1	Mar-25	Q 2	FY 24-25
Visits (<i>door count halved</i>)	12,408	3,828	11,531	23,939
Checkouts	7,188	2,212	7,220	14,408
E-Books (digital)	1,432	316	1,312	2,744
Total Circulation	7,674	2,528	8,532	16,206
FL ILL Received (NEW)	-	1	5	5
FL ILL Leant (NEW)	-	7	23	23
New Patrons	79	28	85	164
Patron Computer Sessions	1,146	371	1,055	2,201
Wi-Fi Clients Served	1,986	625	1,868	3,854
Adult Volunteer Hours	31.00	8.50	17.75	48.75
Attendance Family Programs	1,369	71	213	1,582
Attendance Adult Programs	346	159	342	688
Attendance Teen Programs	302	58	222	524
Attendance Juvenile Programs	546	147	493	1,039
Total # of Programs	133	43	125	258
Meeting room Rental	-	-	-	-
Cash to city (including cc)	\$ 1,682.97	\$1,649.74	\$3,371.11	\$5,054.08
City-Wide Yard Sale Income (subset of above)			\$1,436.87	

Highlights

Florida Humanities Summer Reading Grant

Florida Humanities has awarded the Umatilla Public Library a \$3,000 grant for our 2025 Summer Reading Program. The grant will allow us to purchase give-away and circulating children's books for our summer reading program. We are grateful for this opportunity to give young readers greater access to books. *"Funding for this program was provided through a grant from Florida Humanities with funds from the National Endowment for the Humanities. Any views, findings, conclusions or recommendations expressed in this publication do not necessarily represent those of Florida Humanities or the National Endowment for the Humanities."*



Lake County Library System Color Your Summer SWAG

COLOR YOUR SUMMER

Lake County is providing custom SWAG bags, pencils, buttons, totes and banners for this summer's program.