



MEMORANDUM TO VENICE CITY COUNCIL

THROUGH CHARTER OFFICER: Edward Lavallee, City Manager

E-SIGN: 
Edward Lavallee (Mar 11, 2025 09:17 EDT)

FROM: Nicholas Dumas, Airport Manager

DEPARTMENT: Airport

DATE: 3/7/25

MEETING DATE: April 8, 2025

SUBJECT / TOPIC: Requesting City Council Pass a Resolution to Agree to Amendment #1 of the Public Transportation Grant Agreement (PTGA) for the Construction of the New Airport Terminal Building.

BACKGROUND INFORMATION: The existing Airport Terminal/Administration Building at Venice Municipal Airport is about forty years old and in need of replacement. Additionally, the facility has exceeded its life expectancy, requires constant maintenance, and does not meet ADA requirements. Thus, a new Terminal/Administration Building at Venice Municipal Airport must be constructed. The design will be for a new facility in close proximity to the existing Administration Building and will consist of approximately 5,000 square feet of common use area, conference rooms, pilot flight planning area and office space. The new building will be designed to be hardened to withstand a hurricane to facilitate the opening of the airport as soon as possible after a storm. A new parking facility and access roadway will also be designed for this facility. This new Terminal/Administration Building will replace the existing building.

The estimated construction costs for this project have increased by \$625,000 to \$4,425,000. FDOT has committed to increasing their contribution by \$500,000 to maintain their contribution share of 80%. FDOT will now be contributing \$3,540,000 towards the Airport Terminal Building project.

SUPPORTS STRATEGIC PLAN: Goal Four: Upgrade and Maintain City Infrastructure and Facilities

COUNCIL ACTION REQUESTED: For Council Adoption by Motion

Yes N/A

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Document(s) Reviewed for ADA compliance (required if for agenda posting)	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	City Attorney Reviewed/Approval	<i>Roy David Jackson Jr</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Risk Management Review	<i>Alan Bullock</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Finance Department Review/Approval	
		Funds Availability (account number): N/A	<i>Linda Senne</i>

Original(s) Attached: Amendment #1 of the Public Transportation Grant Agreement for the Airport Terminal Building and Resolution No. 2022-27

CC: Linda Senne, Finance
 Brendalee Westlake, Finance
 David Jackson, Legal
 Alan Bullock, Risk
 Penny Elie, ADA

RESOLUTION NO. 2025-06

A RESOLUTION OF THE CITY OF VENICE, FLORIDA, APPROVING AN AMENDMENT TO THE PUBLIC TRANSPORTATION GRANT AGREEMENT FOR PROJECT NUMBER 438750-1-94-02 BY AND BETWEEN THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION AND THE CITY OF VENICE, FLORIDA, FOR THE DESIGN AND CONSTRUCTION OF A GENERAL AVIATION TERMINAL BUILDING; AUTHORIZING APPROPRIATE CITY OFFICIALS TO EXECUTE IT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Venice, Florida (City) acting for and on behalf of the Venice Municipal Airport has applied for Florida Department of Transportation (FDOT) funding to make certain improvements at the Airport; and

WHEREAS, the City received a Public Transportation Grant Agreement (PTGA) from FDOT for Project Number 438750-1-94-02 and further, FDOT has initiated an amendment to the PTGA to increase the State's level of funding in the amount of \$500,000 and extend the contract to December 31, 2026, for said project; and

WHEREAS, the City of Venice has the authority to execute an amendment to the PTGA with FDOT to undertake the project as authorized by Florida Statutes Section 332.006, and Florida Administrative Code Chapter 14-60.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VENICE, FLORIDA, as follows:

SECTION 1. The above Whereas clauses above are ratified and confirmed as true and correct.

SECTION 2. The amendment to the Public Transportation Grant Agreement incorporating and governing the following project is approved:

438750-1-94-02 Design and Construction of a General Aviation Terminal Building

SECTION 3. The Mayor and City Clerk of the City of Venice, Florida, are hereby authorized and directed to execute the amendment to the Public Transportation Grant Agreement for Project Number 438750-1-94-02 by and between the State of Florida Department of Transportation and the City of Venice, Florida.

SECTION 4. Upon approval and adoption, the City Clerk is hereby directed to provide two certified copies of this resolution to the Florida Department of Transportation, District One, Intermodal Systems Development Office, 801 North Broadway Ave, Bartow, Florida 33830-1249.

SECTION 5. This resolution shall take effect immediately upon its approval and adoption as required by law.

APPROVED AND ADOPTED AT A REGULAR MEETING OF THE VENICE CITY COUNCIL HELD ON THE 8TH OF APRIL 2025.

Nick Pachota, Mayor

ATTEST

Kelly Michaels, MMC, City Clerk

I, Kelly Michaels, MMC, City Clerk of the City of Venice, Florida, a municipal corporation in Sarasota County, Florida, do hereby certify that the foregoing is a full and complete, true and correct copy of a Resolution duly adopted by Venice City Council at a meeting thereof duly convened and held on the 8th day of April 2025, a quorum being present.

WITNESS my hand and the official seal of the said city this 8th day of April 2025.

Kelly Michaels, MMC, City Clerk

(SEAL)

Approved as to form:

Kelly Fernandez, City Attorney

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

Financial Project Number(s): (item-segment-phase-sequence)	Fund(s):	DPTO	FLAIR Category:	088719
438750-1-94-02	Work Activity Code/Function:	215	Object Code:	751000
	Federal Number/Federal Award		Org. Code:	55012020129
	Identification Number (FAIN) – Transit only:	N/A	Vendor Number:	VF596000443004
Contract Number: G2C52	Federal Award Date:	N/A	Amendment No.:	1
CFDA Number: N/A	SAM/UEI Number:	N/A		
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 Venice, (“Agency”), collectively referred to as the “Parties.”

RECITALS

WHEREAS, the Department and the Agency on 10/17/2022 (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:

- Amendment Description.** The project is amended to add state and local funds, in accordance with the procedure for multi-phased airport projects and extend contract end date to December 31, 2026.
- 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**

- 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

Form 725-000-03
STRATEGIC
DEVELOPMENT
OGC 10/24

___ *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 \$625,000 bringing the revised total cost of the project to \$4,425,000.

The Department's participation is X increased/ ___ decreased by \$500,000. The Department agrees to participate in the Project cost up to the maximum amount of \$3,540,000, and, additionally the Department's participation in the Project shall not exceed 80.00% 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 Venice

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

By: _____
Name: _____
Title: _____

By: _____
Name: Nicole E. Mills, P.E.
Title: Director of Transportation Development

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

Legal Review: Don Conway, Senior Attorney (as to legality and form)

DS
DC

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

Form 725-000-02
STRATEGIC
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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
438750-1-94-02	DPTO	088719	2023	751000	55.004	Aviation Grant Program	\$3,040,000.00
438750-1-94-02	DPTO	088719	2025	751000	55.004	Aviation Grant Program	\$500,000.00
438750-1-94-02	LF	088719	2023	751000	55.004	Aviation Grant Program	\$760,000.00
438750-1-94-02	LF	088719	2025	751000	55.004	Aviation Grant Program	\$125,000.00
Total Financial Assistance							\$4,425,000.00

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	\$3,540,000.00	\$885,000.00	\$0.00	\$4,425,000.00	80.00	20.00	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	\$3,540,000.00	\$885,000.00	\$0.00	\$4,425,000.00			

*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:

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.

Jennifer Gaona, MPA
Department Grant Manager Name
Jennifer Gaona
Signature

03/03/2025 | 12:07 PM EST
Date

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

Form 725-000-02
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EXHIBIT D

AGENCY RESOLUTION

PLEASE SEE ATTACHED

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

Form 725-000-02
STRATEGIC
DEVELOPMENT
OGC 10/24

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:** \$3,540,000

*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>

To: Jennifer.Gaona@dot.state.fl.us

**FLORIDA DEPARTMENT OF TRANSPORTATION
FUNDS APPROVAL****G2C52****2/18/2025****CONTRACT INFORMATION**

Contract:	G2C52
Contract Type:	GD - GRANT DISBURSEMENT (GRANT)
Method of Procurement:	G - GOVERNMENTAL AGENCY (287.057,F.S.)
Vendor Name:	CITY OF VENICE
Vendor ID:	F596000443004
Beginning Date of This Agreement:	10/17/2022
Ending Date of This Agreement:	06/30/2025
Contract Total/Budgetary Ceiling:	ct = \$3,540,000.00
Description:	Venice Municipal Airport General Aviation Terminal Building

FUNDS APPROVAL INFORMATION**FUNDS APPROVED/REVIEWED FOR JASON ADANK, CPA, COMPTROLLER ON 2/18/2025**

Action:	Supplemental
Reviewed or Approved:	APPROVED
Organization Code:	55012020129
Expansion Option:	A8
Object Code:	751000
Amount:	\$500,000.00
Financial Project:	43875019402
Work Activity (FCT):	215
CFDA:	
Fiscal Year:	2025
Budget Entity:	55100100
Category/Category Year:	088719/25
Amendment ID:	S001
Sequence:	00
User Assigned ID:	AM 1
Enc Line (6s)/Status:	0002/04

Total Amount: \$500,000.00










Memorandum to Venice City Council for Resolution to Accept Amendment #1 to PTGA for the Airport Terminal Building


Final Audit Report

2025-03-11

Created:	2025-03-07
By:	Nicholas Dumas (ndumas@venicefl.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMRwe7IyYca3-0-aIRgfDyCuFgXyUIC3f

"Memorandum to Venice City Council for Resolution to Accept A mendment #1 to PTGA for the Airport Terminal Building" History

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 Document e-signed by Edward Lavallee (elavallee@venicefl.gov)

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 Agreement completed.

2025-03-11 - 1:17:54 PM GMT