**GRANT ACTIVITY – 4 JANUARY 2023**

**FAA** -**None**

**FDOT** -**Terminal Access & Security Improvements**

12/8/2022 –pay request for Premier Paving in the amount of $209,478.80 received by the Administrative Assistant who reviewed for accuracy, logged in Grant Matrix, prepared Grant Coordinator’s Certification for signature, and emailed all documents to Frank Acuff.

12/9/2022 – Grant Coordinator signed the certification document.

12/13/2022 – Chairman signed the necessary documents and Admin emailed to FDOT for processing.

12/21/2022 – Funding received from FDOT.

12/22/2022 – Check printed.

12/23/2022 – Check signed by Chairman and Treasurer. Contractor Greg Barber picked up the check and signed the lien release from Admin. AVCON submitted invoice 123660 in the amount of $23,128.76 for their services on this grant from May 1 through October 31, 2022.

12/28/2022 – Admin reviewed the pay request from AVCON, made necessary corrections, prepared the Grant Coordinator’s Certification form for signature, and emailed all documents to Frank Acuff for review.

12/29/2022 – Grant Coordinator signed the certification document.

1/3/2023 – Chairman signed the necessary documents. This pay request cannot be submitted for payment until the check to Premier Paving clears our bank account.

**Obstruction Removal**

12/23/2022 – AVCON submitted invoice # 123661

12/28/2022 – Admin reviewed the pay request from AVCON, prepared the Grant Coordinator’s Certification form for signature and emailed all documents to Frank Acuff for review.

12/29/2022 – Grant Coordinator signed the certification document.

1/3/2023 – Chairman signed the necessary documents and Admin emailed to FDOT for processing.