**GRANT ACTIVITY – 6 JULY 2023**

**FAA** -**None**

**FDOT**

**Terminal Access & Security Improvements**

6/8/2023 - Pay request # 5 from Premier Paving received by email. All documents reviewed for accuracy. One of the documents had to be corrected which Admin could not do as the file was in PDF format. Email sent to AVCON notifying them of the error.

6/9/2023- Corrected document received. Corrected documents forwarded to Coordinator for review, certification from created and sent to Coordinator via DocHub for signature. Chairman signed all other documents as required.

6/10/2023- Signed certification form received from Coordinator.

6/12/2023- Pay request forwarded to FDOT for processing and contractor notified that the pay application had been submitted per their request.

6/20/2023 - FDOT funds posted to our account, deposit recorded in accounting software and check printed. Signatures from Chairman and Treasurer obtained.

6/21/2023- Contractor notified that check was ready for pick-up. The contractor picked the check up in person at the airport terminal building and lien release signed.

6/27/2023- The check cleared our account this date. Copy saved to computer for proof of payment on next pay request and copy printed for file.

**Obstruction Removal**

6/8/2023 - Certification form associated with AVCON invoice 124589 in the amount of $4,375.00 received back via DocHub.

6/9/2023- Chairman signed required documents and pay request forwarded to FDOT for processing.

6/12/2023- Admin received an email from Vanessa Strickland at FDOT stating two of the documents had not been received. Admin resent the missing documents and copy of the email placed with pay request.

6/16/2023 - FDOT funds posted to our account.

6/20/2023- Deposit recorded in accounting software and check printed. Lee Lewis with AVCON was at the airport for a pre-bid meeting, so he signed the lien release for this payment. Signatures from Chairman and Treasurer obtained.

6/21/2023- Payment mailed to AVCON corporate office.

6/29/2023- The check cleared our account on this date. Copy saved to computer for proof of payment on next pay request and copy printed for file.

**Utility Improvements- Stormwater and Electrical**

6/13/2023 - Funds for AVCON Invoice 124590 in the amount of $34,915.00 posted to our account. Deposit recorded in accounting software and check cut. Signatures obtained from Chairman and Treasurer at board meeting. Copy of check and lien release emailed to AVCON for processing.

6/14/2023- Lien release received via email. Check mailed to corporate office.

7/6/2023- Email sent to AVCON corporate accounts receivable department for confirmation of receipt as this check has not yet cleared our account.

**Height Zoning Ordinance – no activity**

**Re-Mark Airfield Markings**

5/22/2023 - Work began and was completed on 5/26/2023. Pay request has not yet been received from AVCON.