**GRANT ACTIVITY – 7 February 2024**

**FAA**

**Remarking of All Taxiway and Runway Markings**

This grant has been completed. We are waiting for the closeout letter from FAA.

**Utility Improvements- Stormwater and Electrical -– NO ACTIVITY**

**FDOT**

**Terminal Access & Security Improvements – NO ACTIVITY**

1/9/2024 - FDOT funds for AVCON Invoice #125229 received. Administrative Assistant recorded deposit in QuickBooks, printed check and coordinated signatures.

1/10/2024 - Signatures obtained. A copy of the check and lien release sent to AVCON for processing. The check was mailed to AVCON Corporate office.

1/19/2024 - Check cleared the bank. Premier Paving PA 6 submitted to FDOT for processing.

1/29/2024 - FDOT funds received for Premier Paving PA 6. Administrative Assistant recorded deposit in QuickBooks, printed check and obtained signatures. Administrative Assistant also coordinated a meeting with Joe Faith to sign lien release and distribute the payment.

1/31/2024 - Lien Release signed and check distributed to Premier Paving.

1/31/2024 - Received AVCON invoice # 126464 in the amount of $2,983.00 and closeout documents for processing. Administrative Assistant reviewed documentation for accuracy, prepared the grant coordinator’s certification form and forwarded all documents to grant coordinator for review. Certification form signed and returned. This cannot be processed until the payment for Premier Paving LLC clears our bank account.

2/1/2024 - Admin met with Chairman to sign the pay request and closeout documents.

**Obstruction Removal**

1/5/2024 - Response from AVCON regarding invoice submission sent. Chairman questioned the change order amount when documents were taken to him for signature. Email sent to Calvin Palmer for clarification.

1/11/2024 - Response received from Calvin Palmer, pay request documents signed and submitted to FDOT for processing.

1/19/2024 - FDOT funds posted to our account for Extreme Land Restoration pay request.

1/23/2024 - Admin recorded deposit, prepared payment, and obtained signatures. Contacted Rita and Greg Barber regarding distribution of the payment. They indicated they wanted to pick the payment up.

1/25/2024 - Rita Barber contacted Admin to discuss collection of payment. The lien release was email to her for processing. Lien release returned via e-mail and foreman collected payment.

1/31/2024 - The check cleared our bank account.

**Utility Improvements- Stormwater and Electrical – NO ACTIVITY**

**Height Zoning Ordinance – NO ACTIVITY**

**Re-Mark Airfield Markings**

This grant has been completed. We are waiting for the closeout letter from FDOT.