**GRANT ACTIVITY – FEBRUARY 2025**

**FAA**

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

**FDOT**

**Utility Improvements- Stormwater and Electrical**

1/16/2025 - Check number 1057 cleared our bank.

1/17/2025 - AVCON invoice # 129378 for $16,250.00 submitted to FDOT for processing.

1/30/2025 - FDOT funds posted to our account. Admin recorded payment in QuickBooks.

1/31/2025 - Check # 1060 printed and arrangements made to obtain required signatures from the appropriate board members.

2/1/2025 - Treasurer Leuenberger signed check.

2/2/2025 - Chairman Locke signed check.

2/3/2025 - Lien release prepared, check copy scanned and both items emailed to AVCON for processing. The payment was placed in the mail to AVCON’s corporate office.

**Height Zoning Ordinance**

1/15/2025 - AVCON invoice # 129573 for $13,200.00 received. Admin reviewed for accuracy, forwarded to the grants coordinator for review, prepared the certification form and sent to the grants coordinator for processing. Invoice input into QuickBooks. This invoice is on hold until the prior payment clears the bank, and the certification form is signed by the coordinator.

1/16/2025 - Check # 1059 cleared our bank. Certification form signed by the grants coordinator and arrangements made for Chairman Locke made to sign the necessary documents.

1/20/2025 - Chairman Locke signed forms.

1/22/2025 - Admin collected the signed documents from Chairman Locke and submitted AVCON invoice # 129573 for $13,200.00 to FDOT for processing.

1/31/2025 - FDOT funds posted to our account. Admin recorded payment in QuickBooks. Check # 1061 printed, and arrangements made to obtain required signatures from the appropriate board members.

2/1/2025 - Treasurer Leuenberger signed check.

2/2/2025 - Chairman Locke signed check.

2/3/2025 - Lien release prepared, check copy scanned and both items emailed to AVCON for processing. The payment was placed in the mail to AVCON’s corporate office.

**Future Hangar Site Improvements**

1/16/2025 - Check # 1058 cleared our bank.

**Design & Construct RSA, ROFA & OFZ Improvements**

1/17/2025 - Admin received AVCON invoice # 129574 for $1,624.03. Invoice input into QuickBooks, reviewed for accuracy, certification form prepared, e-mail with pay request documents forwarded to the grants coordinator for review and certification form sent to the grants coordinator via DocHub for signature.

1/18/2025 - Certification form signed, and arrangements made for Chairman Locke to signed necessary documents.

1/23/2025 - Chairman Locke signed documents. Admin collected the signed documents, scanned, and emailed to FDOT for processing.

1/31/2025 - FDOT funds posted to our account. Admin recorded payment in QuickBooks. Check # 1062 printed, and arrangements made to obtain required signatures from the appropriate board members.

2/1/2025 - Treasurer Leuenberger signed check.

2/2/2025 - Chairman Locke signed check.

2/3/2025 - Lien release prepared, check copy scanned and both items emailed to AVCON for processing. The payment was placed in the mail to AVCON’s corporate office.