**GRANT ACTIVITY – 8 May 2024**

**FAA**

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

**FDOT**

**Utility Improvements- Stormwater and Electrical**

4/18/2024 – Invoice # 126895 in the amount of $8,790.00 emailed to Admin for processing. The invoice is for engineering services from 11/1/2023 through 1/31/2024 on the electrical vault.

4/19/2024 - Admin reviewed documents, renamed files to reflect the invoice number submitted. Grant certification form created, and all documents sent to grant coordinator for review.

4/22/2024 - Signed certification form received via email. Admin coordinated with Chairman for his signature on required documents.

4/23/2024 - Pay request submitted to FDOT for processing.

4/26/2024 - Invoice # 127358 in the amount of $5,006.78 emailed to Admin for processing. This invoice is for engineering services from 1/1/20204 through 3/31/2024 on the stormwater improvements, specifically the repair of the broken pipe under the runway. Admin reviewed documents for errors and recorded in QuickBooks. Grant certification form created, and all documents sent to grant coordinator for review. The signed certification form received back from coordinator. Chairman signed required documents. This pay request has to be held until the payment for invoice # 126895 has cleared the bank.

4/30/2024 - Funds posted to our grant account.

5/1/2024 - Payment recorded in QuickBooks, check printed and signatures obtained. A copy of the check and lien release sent to AVCON for processing of lien release. The actual check was mailed to AVCON corporate office in Orlando.

**Height Zoning Ordinance - NO ACTIVITY**

**Future Hangar Site Improvements**

4/29/2024 - AVCON emailed invoice # 127359 in the amount of $15,350.10 for engineering services provided from 3/5/2024 through 3/31/2024. Documents reviewed by Admin for accuracy and recorded in QuickBooks. Grant certification form created, and all documents sent to grant coordinator for review. Time was set to obtain the chairman’s signature on the documents. The signed certification form received back from coordinator.

4/30/2024 - Chairman signed the required documents and pay request submitted to FDOT for processing.

5/6/2024 - Funds posted to our account. Check was printed.

5/7/2024 - Chairman signed check.

5/8/2024 - Treasurer signed check. A copy of the check and lien release sent to AVCON for processing of lien release. The actual check was mailed to AVCON corporate office in Orlando.

**Design & Construct RSA, ROFA & OFZ Improvements - NO ACTIVITY**

4/29/2024 - AVCON emailed invoice # 127360 in the amount of $15,490.70 for engineering services provided from 2/272024 through 3/31/2024. Documents reviewed by Admin for accuracy and recorded in QuickBooks. Grant certification form created, and all documents sent to grant coordinator for review. Time was set to obtain the chairman’s signature on the documents. The signed certification form received back from coordinator.

4/30/2024 - Chairman signed the required documents and pay request submitted to FDOT for processing.

5/6/2024 - Funds posted to our account. Check was printed.

5/7/2024 - Chairman signed check.

5/8/2024 - Treasurer signed check. A copy of the check and lien release sent to AVCON for processing of lien release. The actual check was mailed to AVCON corporate office in Orlando.