
CITY OF SUSANVILLE
66 N. Lassen Street • Susanville CA
Robert Tyndall, Chair
Richard Hrezo, Vice Chair
Paul Clark • William Heyland • Dan Weaver

Susanville Municipal Airport Commission Special Meeting
**Regular Susanville Municipal Airport Commission Meeting • City
Council Chambers, 66 North Lassen Street, Susanville, CA 96130**
Thursday, April 28, 2022 - 3:00 PM

Call meeting to Order

Roll Call of Commissioners Present

1. **AGENDA APPROVAL:** *(Additions and/or Deletions)*
2. **APPROVAL OF MINUTES:**
 - 2.A [Approval of minutes from the February 24, 2022 meeting](#)
3. **CORRESPONDENCE/INFORMATION:**
4. **BUSINESS FROM THE FLOOR:** *Any person may address the Commission at this time upon any subject **not on the agenda** within the jurisdiction of the Commission. However, any matter that requires action will be referred to staff for a report and action at a subsequent meeting. Presentations are subject to a five-minute limit.*
5. **PUBLIC COMMENT:** *Any person may address the Board at this time to comment on any subject on or not on the agenda. However, the Board may not take action on an item not on the agenda other than direct staff to agendaize the matter at a future meeting.*
6. **NEW BUSINESS:**
 - 6.A [Discussion regarding Airport Capital Improvement Plan \(ACIP\) 2022-2026](#)
7. **CONTINUING BUSINESS:**
 - 7.A [Airport Budget Review](#)
 - 7.B [Public Works Director Update](#)
8. **AIRPORT MANAGERS REPORT:**
9. **COMMISSION ITEMS:**
10. **ADJOURN**

Next meeting date to be held on May 12, 2022.

I, Jolene Arredondo, certify that I caused to be posted notice of the special meeting scheduled for April 28, 2022 in the areas designated on April 26, 2022. *The agenda has been distributed to the following: Robert Tyndal, emailed; Richard Hrezo, emailed; Dan Weaver, emailed; Bill Heyland, emailed; Paul Clark, emailed.*

SUSANVILLE MUNICIPAL AIRPORT COMMISSION SPECIAL MEETING AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: April 28, 2022

SUBJECT: Approval of minutes from the February 24, 2022 meeting

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: Attached for the Commission's review are the minutes from the February 24, 2022 SMAC meeting.

FISCAL IMPACT: None.

ACTION REQUESTED: Motion to approve minutes from the February 24, 2022 SMAC meeting

ATTACHMENTS:
[20220224_SMAC Minutes.docx](#)

SUSANVILLE MUNICIPAL AIRPORT COMMISSION SPECIAL MEETING
Regular Susanville Municipal Airport Commission Meeting Minutes
THURSDAY, FEBRUARY 24, 2022 – 3:00 PM

Roll Call of Councilmembers Present: Paul Clark, William Heyland, Robert Tyndall, Dan Weaver
Absent: Ross Stevenson

Chair Stevenson is no longer on Commission. In replacement alternate Richard Hrezo was in attendance

Meeting was called to order at 3:02

1. AGENDA APPROVAL:

Moved by Dan Weaver; seconded by Robert Tyndall to Approve the Agenda.

Motion Carried: 4 - 0

Voting For: Paul Clark, William Heyland, Robert Tyndall, Dan Weaver, Richard Hrezo

Voting Against: None

2. APPROVAL OF MINUTES:

2.A Consider approval of the November 18, 2021 Airport Commission Meeting Minutes Motion to approve the November 18, 2021 Airport Commission Meeting Minutes [20211118_SMAC Minutes.pdf](#)

Moved by Dan Weaver; seconded by Robert Tyndall to Approve the minutes.

Motion Carried: 4- 0

Voting For: Paul Clark, William Heyland, Robert Tyndall, Dan Weaver, Richard Hrezo

Voting Against: None

3. CORRESPONDENCE/INFORMATION: None

4. BUSINESS FROM THE FLOOR: None

5. PUBLIC COMMENT: None

6. NEW BUSINESS:

6.A Consider appointment of Chair and Vice Chair for the 2022 Calendar Year Appoint Chair and Vice Chair for the 2022 Calendar Year

Chair Paul Clark nominated Robert Tyndall for Chair, a second was received by Commissioner Weaver

Chair Paul Clark nominated Richard Hrezo for Vice Chair, a second was received by Commissioner Weaver

Moved by Dan Weaver; seconded by Paul Clark to Approve .

Motion Carried: 4- 0

Voting For: Paul Clark, William Heyland, Robert Tyndall, Dan Weaver, Richard Hrezo

Voting Against: None

6.B Airport Financials Review

Information only

Public Works Director Bob Godman presented the Airport Financial Statements. Commissioner Heyland inquired about where in the financial report the annual contribution of \$15,000 for matching funds is reflected in the financials. Mr. Godman noted he would bring a report of those accumulated funds to a future meeting.

[SMAC Financials.pdf](#)

6.C Taxiway A Project Update

Information only

Public Works Director, Bob Godman presented an update on the Taxiway A project. Discussion occurred about the status of the contract with Hat Creek and tentative start date in relation to weather and it was a tentative start date of May. Discussion occurred about contract modification dates and project costs due to increases in construction material costs.

Chair Tyndall mentioned that the airfare is scheduled for June and it might impede in the project timeline. Mr. Datema noted that it would not interfere with the event.

Commissioner Weaver inquired if the grinding was included in the project.

Commissioner Clark requested a copy of the contract with Hat Creek to be presented at a future meeting.

Discussion occurred about the re-striping. Mr. Godman noted that it would be a good idea to consider obtaining a quote from the subcontractor and potentially complete re-striping in conjunction with the Taxiway A project.

6.D CARES Act Report

Information Only

Public Works Director, Bob Godman presented the CARES act report, noting that there are Covid related 3 grants that have been received for a total of \$65,000. Money is currently being held in a DELFI account for expending

Discussion occurred about needed updates to the bathroom/water closet at the airport facility.

Discussion occurred that this would be an approved expense and is a needed project.

Discussion occurred about hardening the FBO facility.

Commission Heyland inquired about the water facilities be an eligible expenditure and Mr. Godman noted that he would look into if it would be an eligible expenditure project but did not think it would be eligible.

[CARES Act Grant Report.docx](#)

7. **CONTINUING BUSINESS:** None

8. **AIRPORT MANAGERS REPORT:**

Mr. Datema provided an update to the commission that hangars 15 and 19 and half interest in hangar 11 are currently up for sale and will be going to City Council for first right of refusal. Discussion occurred about interest of building new hangars, and Mr. Datema noted that there was not much interest in building new hangars due to the firewall requirements tend to deter new buyers due to price of materials and construction.

9. COMMISSION ITEMS:

Chair Tyndall provided information that hangar 4 is clean for the most part and staff is working on completing some electrical wiring.

Chair Tyndall provided information on the connection build that exists between hangar 3 and hangar 4, noting it is still needing to be discussed as to how that will be dealt with, and discussion occurred about the restroom and which hangar (3 or 4) that would be connected to. Mr. Datema noted that the septic might have been permitted and he would look into that.

Chair Tyndall provided an update that Hangar 3 had been cleaned by American Legion, Crossroads, Teen Challenge and city staff and all contributed to cleaning out the hangar. Most debris has been removed and what remains is helicopter parts. The insulation needs to be replaced and there are holes in the roof. The helicopter is scheduled to be cleaned and moved to hangar #6 upon approval of the city.

Mr. Heyland inquired about who the owner of the helicopter is and what is the process for unclaimed property. Mr. Godman noted that he would discuss that with the city attorney. Mr. Datema noted that abandoned planes is a frequent problem airports experience. Mr. Tyndall noted that he knew who the helicopter was registered to and the owner, and a bill of sale might be obtained if that is a legal way of conducting such business.

Commissioner Heyland noted that we should begin work on the ACIP at the upcoming meeting for review to see if there are any recommended changes.

10. ADJOURN

Moved by Dan Weaver; seconded by Paul Clark to Adjourn at 3:54.

Motion Carried: 4 - 0

Voting For: Paul Clark, William Heyland, Robert Tyndall, Dan Weaver, Richard Hrezo

Voting Against: None

Approved By:

SMAC President

Submitted By:

SMAC Secretary

Approved On:

AGENDA ITEM NO. 6.A
Discussion Item

SUSANVILLE MUNICIPAL AIRPORT COMMISSION SPECIAL MEETING AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: April 28, 2022

SUBJECT: Discussion regarding Airport Capital Improvement Plan (ACIP) 2022-2026

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: As part of the ongoing project compliance and maintaining eligibility for funding through the FAA, the City of Susanville is periodically required to work with the FAA on the current ACIP to address changes in project schedules and update the document to cover future funding years, changes to and the completion of pending projects and availability of non-entitlement funding. Staff is requesting a discussion and recommendation(s) of potential future projects.

FISCAL IMPACT:

ACTION REQUESTED: Discussion only

ATTACHMENTS:
[DRAFT ACIP 2023-2027 - SUSANVILLE.pdf](#)



SUSANVILLE MUNICIPAL AIRPORT

AIRPORT CAPITAL IMPROVEMENT PROGRAM

FY 2022 - 2026

							DATE:	11/30/2020
Airport: Susanville Municipal Airport	State:	California	NPIAS#	06-0251			LOCID	SVE
Project Description & Year	Federal Funds	State Funds	Local	Total	Environmental	NPIAS Rating	Start Date	Comp. Date
2021								
1 - Taxiway Rehabilitation, Phase I - Construction	\$ 666,000	\$ 33,300	\$ 40,700	\$ 740,000	CATEX 2020	66	May 2021	May 2022
2 - Taxiway Rehabilitation, Phase I, Bid Alt. 1 - Construction	\$ 891,000	\$ 44,550	\$ 54,450	\$ 990,000	CATEX 2020	66	May 2021	May 2022
TOTAL (FY 2021)	\$ 1,557,000	\$ 77,850	\$ 95,150	\$ 1,730,000				
2022								
1 - Taxiway Rehabilitation, Phase II - Construction	\$ 234,900	\$ 11,745	\$ 14,355	\$ 261,000	CATEX 2020	66	May 2022	May 2023
2 - Perimeter Fence - Design	\$ 108,000	\$ 5,400	\$ 6,600	\$ 120,000	CATEX 2019	41	May 2021	December 2021
TOTAL (FY 2022)	\$ 342,900	\$ 17,145	\$ 20,955	\$ 381,000				
2023								
1 - Perimeter Fence - Construction	\$ 382,500	\$ 19,125	\$ 23,375	\$ 425,000	CATEX 2019	41	May 2023	December 2023
2 - Pavement Maintenance Management Plan	\$ 135,000	\$ 6,750	\$ 8,250	\$ 150,000	Revalidate 2019	66	May 2023	May 2024
TOTAL (FY 2024)	\$ 517,500	\$ 25,875	\$ 31,625	\$ 575,000				
2024								
1 - Apron Reconstruction, Phase II - Construction	\$ 1,012,500	\$ 50,625	\$ 61,875	\$ 1,125,000	Revalidate 2022	60	May 2024	December 2024
TOTAL (FY 2024)	\$ 1,012,500	\$ 50,625	\$ 61,875	\$ 1,125,000				
2025								
1 - Runway Sealcoat - Design	\$ 67,500	\$ 3,375	\$ 4,125	\$ 75,000	CATEX 2023	70	May 2025	December 2025
TOTAL (FY 2025)	\$ 67,500	\$ 3,375	\$ 4,125	\$ 75,000				
2026								
1 - Runway Sealcoat - Construction	\$ 225,000	\$ 11,250	\$ 13,750	\$ 250,000	CATEX 2023	70	May 2026	September 2026
TOTAL (FY 2026)	\$ 225,000	\$ 11,250	\$ 13,750	\$ 250,000				
TOTALS	\$ 3,722,400	\$ 186,120	\$ 227,480	\$ 4,136,000				

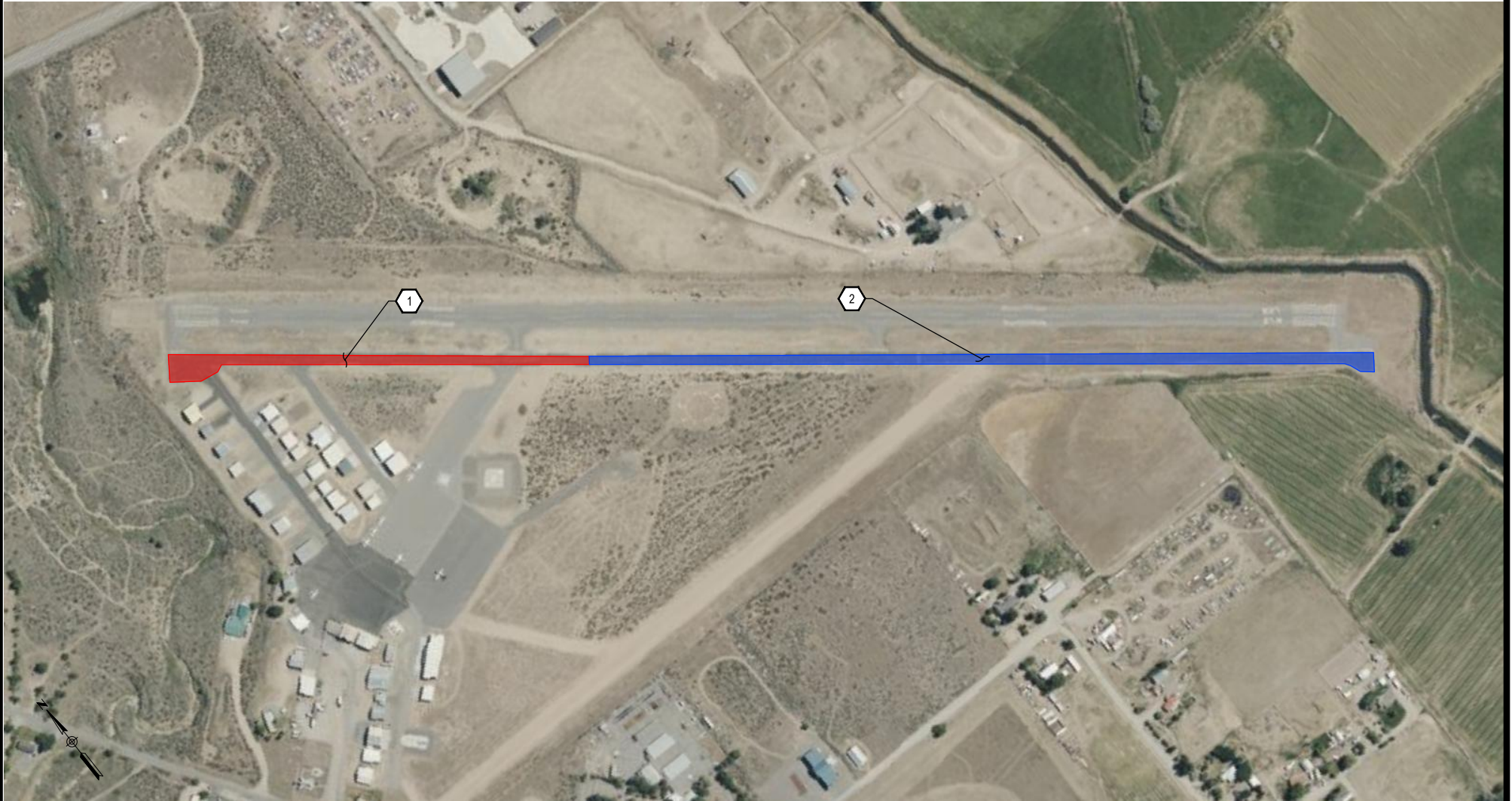
SUSANVILLE MUNICIPAL AIRPORT ACIP DATA SHEET

Airport Name		Susanville Municipal Airport		Fiscal Year		2021	
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	State Share	Total	
Y	D	1 - Taxiway Rehabilitation, Phase I - Construction	\$ 666,000	\$ 40,700	\$ 33,300	\$ 740,000	
Y	D	2 - Taxiway Rehabilitation Phase I, Bid Alt. I - Construction	\$ 891,000	\$ 54,450	\$ 44,550	\$ 990,000	
		TOTAL	\$ 1,557,000	\$ 95,150	\$ 77,850	\$ 1,730,000	
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
1 - The existing taxiway pavement is in poor condition (7,2000 SY). A 2020 evaluation determined the pavement to have a PCI of 46. This project is the Base Bid of Phase I of the pavement reconstruction project for the taxiway and apron; this portion will include reconstruction of taxiway alpha pavement. 2 - The existing taxiway pavement is in poor condition (10,000 SY). A 2020 evaluation determined the pavement to have a PCI of 46. This project is Bid Alternate 1 of Phase I of the pavement reconstruction project for the taxiway and apron; this portion will include reconstruction of the taxiway pavement.							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
1 - Anticipated Bid Opening: May 2021 1 - Anticipated Construction Schedule: September 2021 to December 2021 1 - Anticipated Grant Closeout: May 2022 2 - Anticipated Bid Opening: May 2021 2 - Anticipated Construction Schedule: September 2021 to December 2021 2 - Anticipated Grant Closeout: May 2022							
NEPA Environmental Status (Date of FONSI or CATEX Approval)							
1 - CATEX revalidated in 2020 2 - CATEX revalidated in 2020							
Land Title Status & Date of Exhibit "A" Status				Date			
Owned by the City of Susanville Fee Simple				August 1999			
Open AIP Funded Projects				Expected Close-out Date			
No open grants							
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Dan Newton, Public Works Director							
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
				1/13/2021 (530) 257-1045			
Signature				Date Contact Phone (Print or Type)			

SUSANVILLE MUNICIPAL AIRPORT

AIRPORT CAPITAL IMPROVEMENT PROGRAM

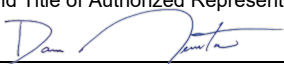
ACIP FY 2021



LEGEND

- 1 TAXIWAY REHABILITATION,(BASE BID) PHASE I - CONSTRUCTION
- 2 TAXIWAY REHABILITATION (BID ALTERNATE) PHASE I - CONSTRUCTION

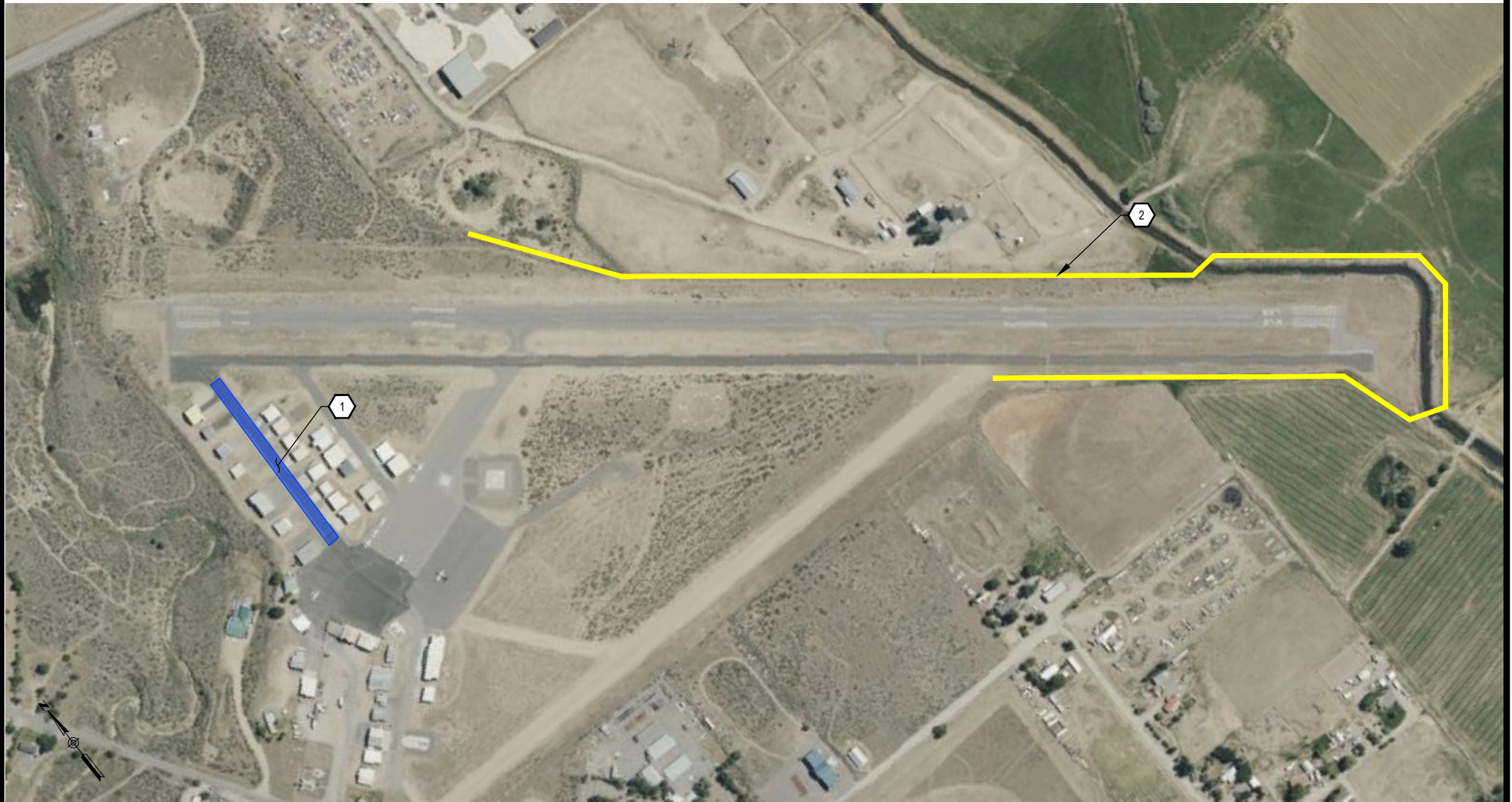
SUSANVILLE MUNICIPAL AIRPORT ACIP DATA SHEET

Airport Name		Susanville Municipal Airport	Fiscal Year	2022		
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	State Share	Total
Y	D	1 - Taxiway Rehabilitation, Phase II - Construction	\$ 234,900	\$ 14,355	\$ 11,745	\$ 261,000
Y	D	2 - Perimeter Fence - Design	\$ 108,000	\$ 6,600	\$ 5,400	\$ 120,000
TOTAL			\$ 234,900	\$ 14,355	\$ 11,745	\$ 261,000
* D - Development; P - Planning; E - Environmental						
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS						
Detail Project Description (Square/Lineal Footage or Length/Width)						
1 - The existing taxiway pavement is in poor condition (3,300 SY). A 2020 evaluation determined the pavement to have a PCI of 24. This project is Phase II of the pavement reconstruction project for the taxiway and apron; this portion will include reconstruction of taxiway bravo pavement. 2 - Design and Construct Perimeter Fence Installation (approximately 4,100 LF of 8' fence). There are areas on the airport with minimal fencing, where wildlife can gain access to the airport and cause safety issues.						
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)						
1 - Anticipated Bid Opening: May 2022 1 - Anticipated Construction Schedule: September 2022 to December 2022 1 - Anticipated Grant Closeout: May 2023 2 - 100% Plans and Specifications to be submitted March 2021 2 - Anticipated Bid Opening: May 2021 2 - Anticipated Grant Closeout: December 2021						
NEPA Environmental Status (Date of FONSI or CATEX Approval)						
1 - CATEX revalidated in 2020 2 - CATEX in 2019						
Land Title Status & Date of Exhibit "A" Status			Date			
Owned by the City of Susanville Fee Simple			August 1999			
Open AIP Funded Projects			Expected Close-out Date			
No open grants						
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.						
Dan Newton, Public Works Director						
Name and Title of Authorized Representative (Print or Type)			Contact Name and Title (Print or Type)			
			(530) 257-1045			
Signature			Date		Contact Phone (Print or Type)	
			1/13/2021			

SUSANVILLE MUNICIPAL AIRPORT

AIRPORT CAPITAL IMPROVEMENT PROGRAM

ACIP FY 2022



LEGEND

-   TAXIWAY REHABILITATION, PHASE II - CONSTRUCTION
-   PERIMETER FENCE - DESIGN

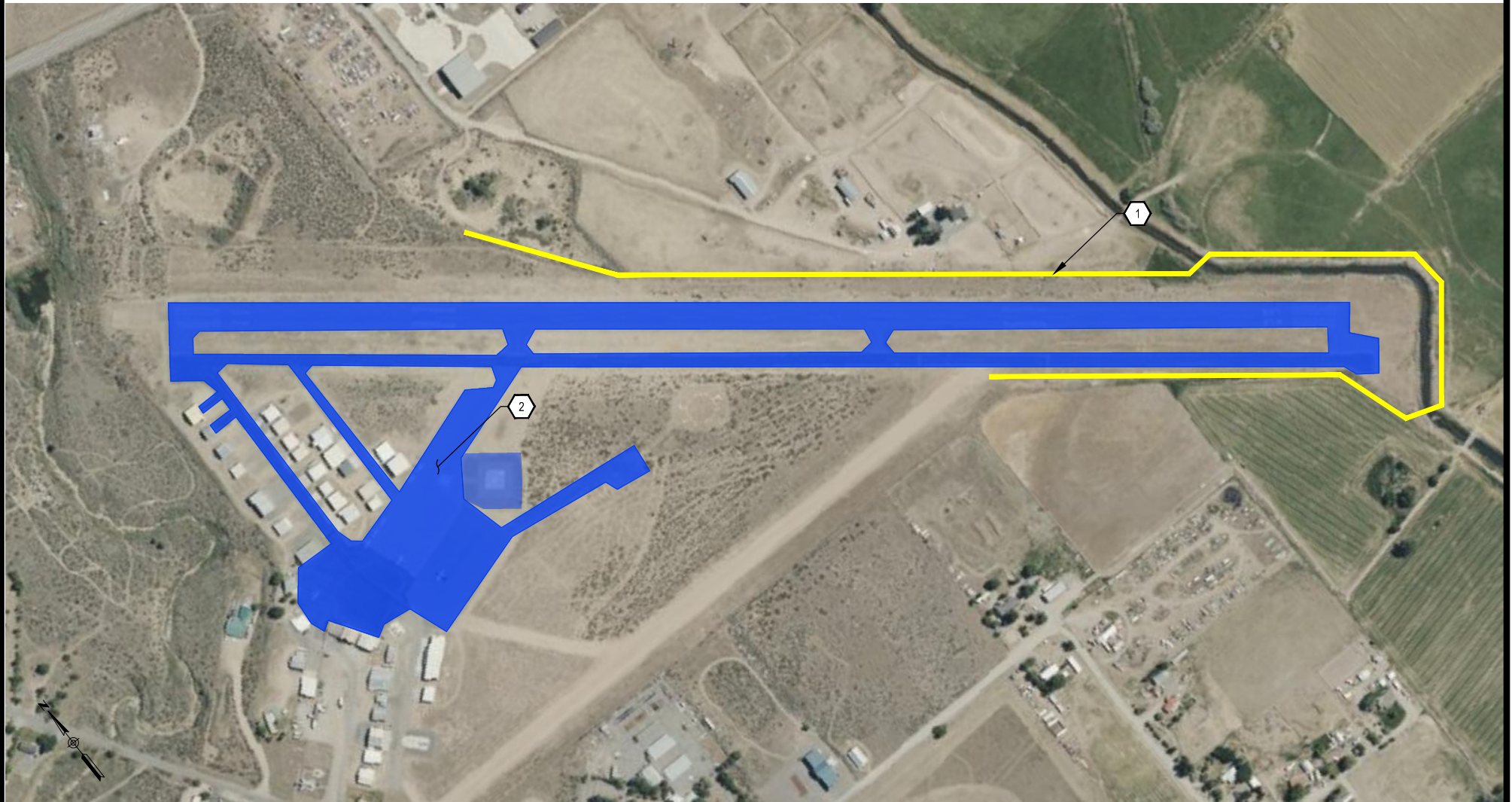
SUSANVILLE MUNICIPAL AIRPORT ACIP DATA SHEET

Airport Name		Susanville Municipal Airport	Fiscal Year	2023		
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	State Share	Total
Y	D	1 - Perimeter Fence - Construction	\$ 382,500	\$ 23,375	\$ 19,125	\$ 425,000
Y	D	2 - Pavement Maintenance Management Plan	\$ 135,000	\$ 8,250	\$ 6,750	\$ 150,000
TOTAL			\$ 517,500.00	\$ 31,625.00	\$ 25,875.00	\$ 575,000.00
* D - Development; P - Planning; E - Environmental						
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS						
Detail Project Description (Square/Lineal Footage or Length/Width)						
1 - Design and Construct Perimeter Fence Installation (approximately 4,100 LF of 8' fence). There are areas on the airport with minimal fencing, where wildlife can gain access to the airport and cause safety issues. 2 - Conduct an Airport Pavement Maintenance Management Plan. Accurate PCI data is needed to assess current and future pavement treatment needs.						
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)						
1 - Anticipated Bid Opening: May 2023 1 - Anticipated Construction Schedule: September 2023 to December 2023 1 - Anticipated Grant Closeout: May 2024 2 - Anticipated Bid Opening: May 2023 2 - Anticipated Construction Schedule: September 2023 to December 2023 2 - Anticipated Grant Closeout: May 2024						
NEPA Environmental Status (Date of FONSI or CATEX Approval)						
1 - CATEX in 2019 2 - Revalidate CATEX in 2019						
Land Title Status & Date of Exhibit "A" Status			Date			
Owned by the City of Susanville Fee Simple			August 1999			
Open AIP Funded Projects			Expected Close-out Date			
No open grants						
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.						
Dan Newton, Public Works Director						
Name and Title of Authorized Representative (Print or Type)			Contact Name and Title (Print or Type)			
			(530) 257-1045			
Signature			Date		Contact Phone (Print or Type)	
			1/13/2021			

SUSANVILLE MUNICIPAL AIRPORT

AIRPORT CAPITAL IMPROVEMENT PROGRAM

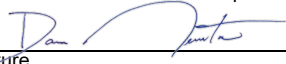
ACIP FY 2023



LEGEND

-   PERIMETER FENCE - CONSTRUCTION
-   PAVEMENT MAINTENANCE MANAGEMENT PLAN

SUSANVILLE MUNICIPAL AIRPORT ACIP DATA SHEET

Airport Name		Susanville Municipal Airport		Fiscal Year		2024	
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	State Share	Total	
Y	D	1 - Apron Reconstruction, Phase II - Construction	\$ 1,012,500	\$ 61,875	\$ 50,625	\$ 1,125,000	
TOTAL			\$ 1,012,500	\$ 61,875	\$ 50,625	\$ 1,125,000	
* D - Development; P - Planning; E - Environmental							
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS							
Detail Project Description (Square/Lineal Footage or Length/Width)							
1 - The asphalt concrete pavement on the existing apron is close to failing (18,500 SY). This project is to reconstruct the apron with a new asphalt concrete structural section per FAA standards. This is the second construction phase of this project.							
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)							
1 - Anticipated Bid Opening: May 2024 1 - Anticipated Construction Schedule: September 2024 to December 2024 1 - Anticipated Grant Closeout: May 2025							
NEPA Environmental Status (Date of FONSI or CATEX Approval)							
1 - Revalidate CATEX in 2022							
Land Title Status & Date of Exhibit "A" Status				Date			
Owned by the City of Susanville Fee Simple				August 1999			
Open AIP Funded Projects				Expected Close-out Date			
No open grants							
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.							
Dan Newton, Public Works Director							
Name and Title of Authorized Representative (Print or Type)				Contact Name and Title (Print or Type)			
				1/13/2021			
Signature				Date		(530) 257-1045	
				Contact Phone (Print or Type)			

SUSANVILLE MUNICIPAL AIRPORT

AIRPORT CAPITAL IMPROVEMENT PROGRAM

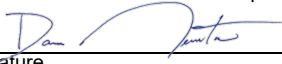
ACIP FY 2024



LEGEND

  APRON RECONSTRUCTION, PHASE II - CONSTRUCTION

SUSANVILLE MUNICIPAL AIRPORT ACIP DATA SHEET

Airport Name		Susanville Municipal Airport	Fiscal Year	2025		
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	State Share	Total
Y	D	1 - Runway Sealcoat - Design	\$ 67,500.00	\$ 4,125.00	\$ 3,375.00	\$ 75,000.00
TOTAL			\$ 67,500.00	\$ 4,125.00	\$ 3,375.00	\$ 75,000.00
* D - Development; P - Planning; E - Environmental						
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS						
Detail Project Description (Square/Lineal Footage or Length/Width)						
1 - Design: Apply a crack seal and seal coat, and re-apply pavement markings to Runway 11-29 (4,051' x 75') and Taxiway connectors.						
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)						
1 - 100% Plans and Specifications to be submitted March 2025 1 - Anticipated Bid Opening: May 2025 1 - Anticipated Grant Closeout: December 2025						
NEPA Environmental Status (Date of FONSI or CATEX Approval)						
1 - CATEX in 2023						
Land Title Status & Date of Exhibit "A" Status			Date			
Owned by the City of Susanville Fee Simple			August 1999			
Open AIP Funded Projects			Expected Close-out Date			
No open grants						
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.						
Dan Newton, Public Works Director						
Name and Title of Authorized Representative (Print or Type)			Contact Name and Title (Print or Type)			
			(530) 257-1045			
Signature			Date		Contact Phone (Print or Type)	
			1/13/2021			

SUSANVILLE MUNICIPAL AIRPORT

AIRPORT CAPITAL IMPROVEMENT PROGRAM

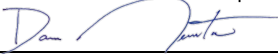
ACIP FY 2025



LEGEND

  RUNWAY SEALCOAT - DESIGN

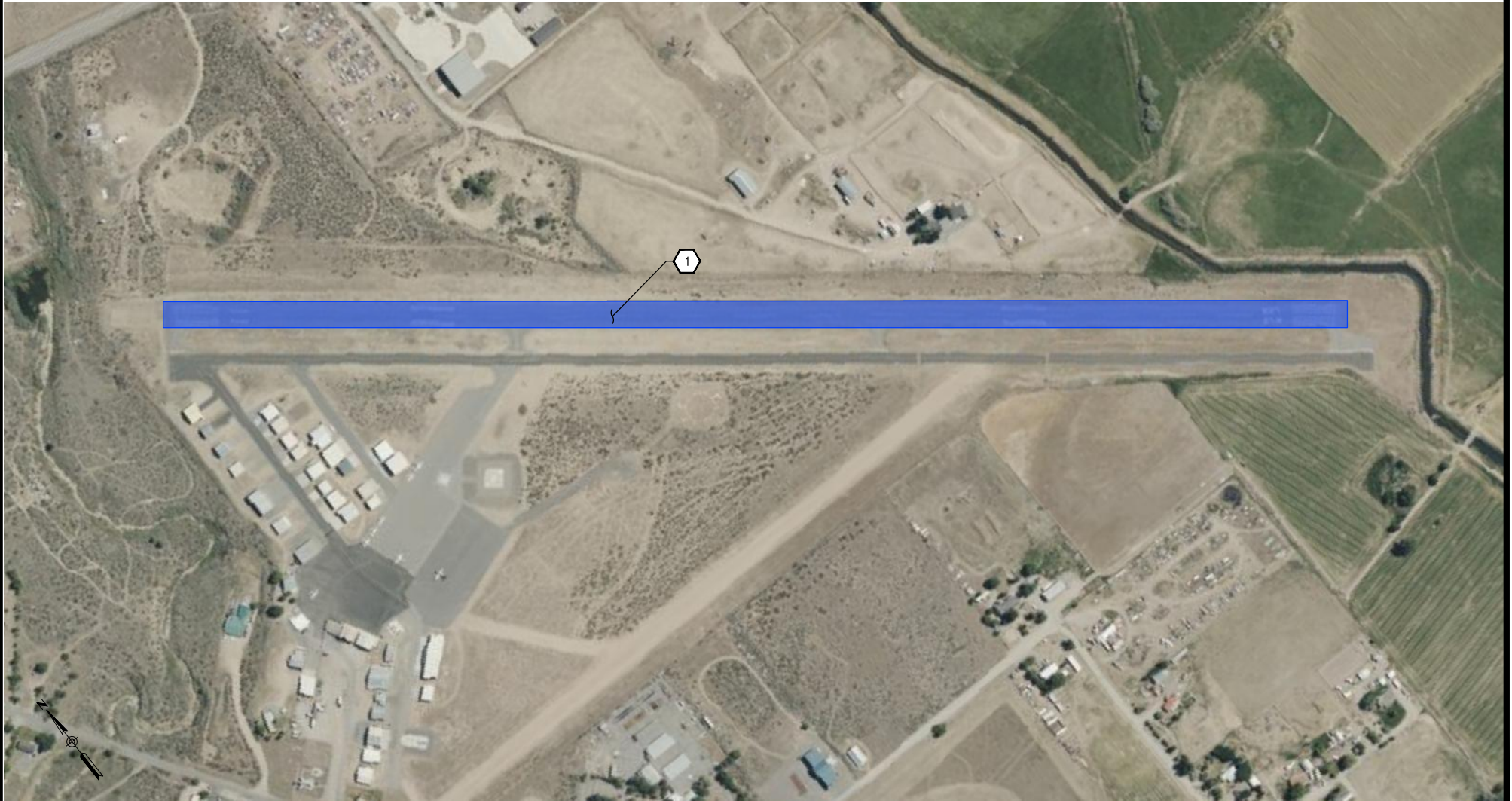
SUSANVILLE MUNICIPAL AIRPORT ACIP DATA SHEET

Airport Name		Susanville Municipal Airport	Fiscal Year	2026		
Shown On ALP	Project Type*	Project Description	Federal Share	Local Share	State Share	Total
Y	D	1 - Runway Sealcoat - Construction	\$ 225,000.00	\$ 13,750.00	\$ 11,250.00	\$ 250,000.00
TOTAL			\$ 225,000.00	\$ 13,750.00	\$ 11,250.00	\$ 250,000.00
* D - Development; P - Planning; E - Environmental						
PROVIDE THE FOLLOWING DETAILED INFORMATION FOR PROJECTS ANTICIPATED WITHIN 1-2 YEARS						
Detail Project Description (Square/Lineal Footage or Length/Width)						
1 - Design: Apply a crack seal and seal coat, and re-apply pavement markings to Runway 11-29 (4,051' x 75') and Taxiway connectors.						
Project Schedule (Anticipated date for bids or negotiated prices, consultant selection for planning or environmental projects, length of construction or design, planning or environmental process)						
1 - Anticipated Bid Opening: May 2026 1 - Anticipated Construction Schedule: September 2026 to September 2026 1 - Anticipated Grant Closeout: May 2027						
NEPA Environmental Status (Date of FONSI or CATEX Approval)						
1 - CATEX in 2023						
Land Title Status & Date of Exhibit "A" Status			Date			
Owned by the City of Susanville Fee Simple			August 1999			
Open AIP Funded Projects			Expected Close-out Date			
No open grants						
Certification: To the best of my knowledge and belief, all information shown in the ACIP Data Sheet is true and correct and had been duly authorized by the Sponsor.						
Dan Newton, Public Works Director						
Name and Title of Authorized Representative (Print or Type)			Contact Name and Title (Print or Type)			
			(530) 257-1045			
Signature			Date		Contact Phone (Print or Type)	
			1/13/2021			

SUSANVILLE MUNICIPAL AIRPORT

AIRPORT CAPITAL IMPROVEMENT PROGRAM

ACIP FY 2026



LEGEND

  RUNWAY SEALCOAT - CONSTRUCTION

AGENDA ITEM NO. 7.A
Discussion Item

SUSANVILLE MUNICIPAL AIRPORT COMMISSION SPECIAL MEETING AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: April 28, 2022

SUBJECT: Airport Budget Review

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: Review of the most recent airport revenues with comparison to budget.

FISCAL IMPACT: None.

ACTION REQUESTED: Information

ATTACHMENTS:
[22020426_Airport.pdf](#)

CITY OF SUSANVILLE
INCOME STATEMENT
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

		AIRPORT					
		BUDGET	YTD ACTUAL	ENCUMBRANCE	% EARNED	UNEARNED	% UNEARNED
<u>PUBLIC WORKS</u>							
<u>AIRPORT-OPERATIONS</u>							
7201-430-81-3341	STATE OF CA - CALTRANS	10,000.00	.00	.00	.00	10,000.00	100.00
7201-430-81-3611	INTEREST REVENUE	10.00	.00	.00	.00	10.00	100.00
7201-430-81-3613	NET INCREASE(DECREASE) FMV	.00	(2.46)	.00	.00	2.46	.00
7201-430-81-3620	AIRPORT - LEASES	90,000.00	87,071.97	.00	96.75	2,928.03	3.25
7201-430-81-3701	AIRPORT - FLOWAGE FEES	14,000.00	8,291.90	.00	59.23	5,708.10	40.77
7201-430-81-3703	COMMERCIAL OPERATOR FEES	20,000.00	10,801.90	.00	54.01	9,198.10	45.99
TOTAL AIRPORT-OPERATIONS		134,010.00	106,163.31	.00	79.22	27,846.69	20.78
TOTAL PUBLIC WORKS		134,010.00	106,163.31	.00	79.22	27,846.69	20.78
TOTAL FUND REVENUE		134,010.00	106,163.31	.00	79.22	27,846.69	20.78

CITY OF SUSANVILLE
INCOME STATEMENT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

		AIRPORT					
		BUDGET	YTD ACTUAL	ENCUMBRANCE	% EXPENDED	UNEXPENDED	% UNEXP.
PUBLIC WORKS							
AIRPORT-OPERATIONS							
7201-430-81-4101	4% VACANCY RATE	(1,089.00)	.00	.00	.00	(1,089.00)	(100.00)
7201-430-81-4120	TEMPORARY EMPLOYEES	24,415.00	19,735.14	.00	80.83	4,679.86	19.17
7201-430-81-4221	SOCIAL SECURITY CONTRIBUTIONS	1,514.00	1,261.40	.00	83.32	252.60	16.68
7201-430-81-4222	MEDICARE	354.00	295.00	.00	83.33	59.00	16.67
7201-430-81-4260	WORKERS' COMPENSATION	732.00	610.40	.00	83.39	121.60	16.61
7201-430-81-4293	STATE UNEMPLOYMENT	220.00	.00	.00	.00	220.00	100.00
7201-430-81-4340	TECHNICAL SVCS	7,676.00	5,839.06	1,800.00	99.52	36.94	.48
7201-430-81-4431	REPAIR AND MAINTENANCE-MISC	1,900.00	1,891.37	.00	99.55	8.63	.45
7201-430-81-4434	REPAIR AND MAINTENANCE-FACILIT	1,223.00	667.76	.00	54.60	555.24	45.40
7201-430-81-4510	INSURANCE AIRPORT HANGARS	4,337.00	3,610.00	.00	83.24	727.00	16.76
7201-430-81-4511	INSUR.AIRPORT OWNER OPER. LIAB	4,147.00	3,460.00	.00	83.43	687.00	16.57
7201-430-81-4512	INSUR.AIRPORT AIR SHOW LIAB	442.00	370.00	.00	83.71	72.00	16.29
7201-430-81-4524	INTERNAL SVCS ADMIN	48,280.00	40,230.00	.00	83.33	8,050.00	16.67
7201-430-81-4525	INTERNAL SVC PW/ENG	10,604.00	8,840.00	.00	83.36	1,764.00	16.64
7201-430-81-4530	COMMUNICATIONS	640.00	529.37	.00	82.71	110.63	17.29
7201-430-81-4610	SUPPLIES - GENERAL	140.00	32.96	.00	23.54	107.04	76.46
7201-430-81-4622	ELECTRICITY	6,600.00	4,175.38	.00	63.26	2,424.62	36.74
7201-430-81-4623	PROPANE	3,500.00	3,025.13	.00	86.43	474.87	13.57
7201-430-81-4641	POSTAGE	81.00	.00	.00	.00	81.00	100.00
7201-430-81-4770	DEPRECIATION EXPENSE	157,898.00	131,580.00	.00	83.33	26,318.00	16.67
7201-430-81-4810	TAXES, FEES, PERMITS & CHARGES	2,349.00	2,348.90	.00	100.00	.10	.00
7201-430-81-4852	INTEREST	.00	(62.20)	.00	.00	62.20	.00
TOTAL AIRPORT-OPERATIONS		275,963.00	228,439.67	1,800.00	83.43	45,723.33	16.57
TOTAL PUBLIC WORKS		275,963.00	228,439.67	1,800.00	83.43	45,723.33	16.57
TOTAL FUND EXPENDITURES		275,963.00	228,439.67	1,800.00	83.43	45,723.33	16.57
REVENUE OVER (UNDER) EXPENDITURES		(141,953.00)	(122,276.36)	(1,800.00)	(87.41)	(17,876.64)	(12.59)

CITY OF SUSANVILLE
INCOME STATEMENT
REVENUES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

		AIRPORT CIP FUND					
		BUDGET	YTD ACTUAL	ENCUMBRANCE	% EARNED	UNEARNED	% UNEARNED
<u>AIRPORT CIP</u>							
7202-430-81-3611	INTEREST	.00	63.77	.00	.00	(63.77)	.00
7202-430-81-3613	NET INCREASE (DECREASE) FMV	.00	(4.08)	.00	.00	4.08	.00
TOTAL DIVISION 81		.00	59.69	.00	.00	(59.69)	.00
<u>AIRPORT-TAXIWAY RECONSTRUCTION</u>							
7202-430-85-3301	US DEPT OF TRANS - FAA	1,289,905.00	.00	.00	.00	1,289,905.00	100.00
TOTAL AIRPORT-TAXIWAY RECONSTRUC		1,289,905.00	.00	.00	.00	1,289,905.00	100.00
TOTAL AIRPORT CIP		1,289,905.00	59.69	.00	.00	1,289,845.31	100.00
TOTAL FUND REVENUE		1,289,905.00	59.69	.00	.00	1,289,845.31	100.00

CITY OF SUSANVILLE
INCOME STATEMENT
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2022

		AIRPORT CIP FUND					
		BUDGET	YTD ACTUAL	ENCUMBRANCE	% EXPENDED	UNEXPENDED	% UNEXP.
<u>AIRPORT CIP</u>							
<u>AIRPORT-HANGAR 3&4 ELECTRICAL</u>							
7202-430-84-4100	REGULAR EMPLOYEES	2,000.00	1,668.17	.00	83.41	331.83	16.59
7202-430-84-4221	SOCIAL SECURITY	.00	103.44	.00	.00 (	103.44)	.00
7202-430-84-4222	MEDICARE	.00	24.18	.00	.00 (	24.18)	.00
7202-430-84-4230	PERS	.00	254.40	.00	.00 (	254.40)	.00
7202-430-84-4260	WORKER'S COMPENSATION	.00	316.95	.00	.00 (	316.95)	.00
7202-430-84-4293	STATE UNEMPLOYMENT	.00	15.02	.00	.00 (	15.02)	.00
7202-430-84-4610	SUPPLIES - GENERAL	2,642.00	1,081.15	.00	40.92	1,560.85	59.08
TOTAL AIRPORT-HANGAR 3&4 ELECTRICAL		4,642.00	3,463.31	.00	74.61	1,178.69	25.39
<u>AIRPORT-TAXIWAY RECONSTRUCTION</u>							
7202-430-85-4100	REGULAR EMPLOYEES	17,000.00	540.47	.00	3.18	16,459.53	96.82
7202-430-85-4120	GROUP LIFE INSURANCE	500.00	.00	.00	.00	500.00	100.00
7202-430-85-4221	SOCIAL SECURITY	500.00	33.35	.00	6.67	466.65	93.33
7202-430-85-4222	MEDICARE	500.00	7.79	.00	1.56	492.21	98.44
7202-430-85-4230	PERS	500.00	125.24	.00	25.05	374.76	74.95
7202-430-85-4260	WORKERS COMPENSATION	500.00	16.40	.00	3.28	483.60	96.72
7202-430-85-4292	STATE DISABILITY	500.00	6.30	.00	1.26	493.70	98.74
7202-430-85-4293	STATE UNEMPLOYMENT	500.00	4.78	.00	.96	495.22	99.04
7202-430-85-4330	PROFESSIONAL SVCS	120,285.00	.00	.00	.00	120,285.00	100.00
7202-430-85-4450	CONSTRUCTION SERVICES	1,149,120.00	.00	.00	.00	1,149,120.00	100.00
TOTAL AIRPORT-TAXIWAY RECONSTRUCTIO		1,289,905.00	734.33	.00	.06	1,289,170.67	99.94
TOTAL AIRPORT CIP		1,294,547.00	4,197.64	.00	.32	1,290,349.36	99.68
TOTAL FUND EXPENDITURES		1,294,547.00	4,197.64	.00	.32	1,290,349.36	99.68
REVENUE OVER (UNDER) EXPENDITURES		(4,642.00)	(4,137.95)	.00	(89.14)	(504.05)	(10.86)
GRAND TOTAL REVENUE		1,423,915.00	106,223.00	.00	7.46	1,317,692.00	92.54
GRAND TOTAL EXPENDITURES		(1,570,510.00)	(232,637.31)	(1,800.00)	(14.93)	(1,336,072.69)	(85.07)
TOTAL NET REVENUE(EXPENDITURES)		(146,595.00)	(126,414.31)	(1,800.00)	(87.46)	(18,380.69)	(12.54)

SUSANVILLE MUNICIPAL AIRPORT COMMISSION SPECIAL MEETING AGENDA ITEM

Submitted By: Jolene Arredondo, Administrative Services

Action Date: April 28, 2022

SUBJECT: Public Works Director Update

PRESENTED BY: Bob Godman, Public Works Director

SUMMARY: Public Works Director, Bob Godman will provide an update on the Taxiway A Project and various operational updates to the Commssion.

FISCAL IMPACT: None.

ACTION REQUESTED: Information Only

ATTACHMENTS: