FLYLWS
LEWISTON NEZ PERCE COUNTY AIRPORT
WHEN IT MATTERS MOST

RESOLUTION 2023-32

A RESOLUTION ADOPTING FISCAL 2023-2024 MAINTENANCE AND CAPITAL BUDGET

WHEREAS, the City of Lewiston and Nez Perce County mutually entered into a Joint Powers Agreement dated the 12th day of April 2010, thereby creating a separate administrative entity known as the Lewiston-Nez Perce County Regional Airport Authority ("Airport Authority");

WHEREAS, the City of Lewiston and Nez Perce County amended and restated the Joint Powers Agreement ("Joint Powers Agreement") on the 23rd day of April, 2018;

WHEREAS, the City of Lewiston and Nez Perce County entered into the Second Amended and Restated JPA ("Second Amended Joint Powers Agreement") on the 16th day of September, 2019;

WHEREAS, the City of Lewiston and Nez Perce County entered into the Third Amended and Restated JPA ("Third Amended Joint Powers Agreement") on the 10th day of January, 2023;

WHEREAS, The Joint Powers Agreement authorizes the Airport Authority to manage, control, and supervise all business and affairs of the Lewiston-Nez Perce County Regional Airport ("Airport");

WHEREAS, the Airport Authority seeks to adopt the 2023-2024 Maintenance and Capital Budget ("FY24" Budget") attached hereto as Exhibit A;

WHEREAS, on July 21, 2023, the Airport Authority published a notice of meeting and public hearing regarding the FY24 Budget in the Lewiston Tribune; and

WHEREAS, during a duly noticed special meeting on the 1st day of August, 2023, the Lewiston-Nez Perce County Regional Airport Authority Board of Commissioners ("Board") met, held a public hearing, considered, and voted to adopt the FY24 Budget hereto as Exhibit A.

NOW, THEREFORE BE IT RESOLVED that:

SECTION 1: The Board adopts the FY24 Budget attached hereto as Exhibit A.

SECTION 2: That this resolution shall take effect and be in full force from and after its passage and approval.

DATED this 1st day of August, 2023.

BOARD OF COMMISSIONERS

Gary Peters, Chairman

ATTEST:
Laurie Wilson, Secretary

MAINTENANCE & OPERATIONS BUDGET

	FY 23-24
	Preliminary Budget
Ordinary Income/Expense	
Income	
AIRPORT PARKING REVENUE	
599 · Parking Fees	
599.10 · Airport Parking -Terminal	200,000
599.01 · Aircraft Parking - Airside	4,000
599.00 · Aircraft Parking - Other	0.00
599.02 · Parking Fees - Other	0.00
Total 599 · Parking Fees	204,000.00
Total AIRPORT PARKING REVENUE	**204,000.00**
AIRPORT SECURITY REVENUE	
593 · Airport Security Income	
593.02 · Security Badges	8,000.00
Total 593 · Airport Security Income	8,000.00
Total AIRPORT SECURITY REVENUE	**8,000.00**
CONCESSION & FRANCHISE REVENUE	
594 · Concessions & Franchise	
594.05 · Airport Cafe	12,000.00
594.01 · Hertz Rental Days	25,000.00
594.02 · Avis/Budget Rental Days	35,000.00
594.03 · Other Concessions & Franchise	3,000.00
594.04 · Enterprise Rental Days	15,000.00
Total 594 · Concessions & Franchise	90,000.00
Total CONCESSION & FRANCHISE REVENUE	**90,000.00**
FUEL TAX REVENUE	
416 · Fuel Tax	50,000.00
Total FUEL TAX REVENUE	**50,000.00**
GRANT REVENUE	
510 · Grants	
510.02 · CARES/CRSSA/ARPA Grant Income	0.00
Total 510 · Grants	0.00
Total GRANT REVENUE	**0.00**
INTEREST & FIN CHG REVENUE	
671 · Returned Check Charges	0.00
642 · Interest & Finance Charges	300.00
Total INTEREST & FIN CHG REVENUE	**300.00**
LANDING FEE REVENUE	
591 · Landing Fees	
591.12 · Delta Airlines	40,000.00
591.10 · United Airlines	15,000.00
591.01 · Skywest	0.00
591.03 · Airpac - Ameriflight (UPS)	3,500.00
591.06 · Empire	1,800.00
591.07 · Charters	2,000.00

591.08 · Boarding Bridge Use Fee	500.00
591.11 · Landing Fees - Other	0.00
Total 591 · Landing Fees	62,800.00
Total LANDING FEE REVENUE	**62,800.00**
MISC. & DONATION REVENUE	
500 · Miscellaneous Income	0.00
660 · Donations Revenue	0.00
Total MISC. & DONATION REVENUE	**0.00**
REAL PROP. INCOME/NON-AVIATION	
597 · Real Property Rent/Non Aviation	
597.11 · Farm Ground Lease	1,820.00
597.01 · City of Lewiston	86,305.44
597.02 · Airport Rent-A-Space	54,204.17
597.03 · Sunshine Disposal	33,615.78
597.04 · Pacific Catarac & Laser	19,361.96
597.05 · Dean Lautenschlager-Touch of GI	4,796.50
597.06 · Can Am Partners (Fed Ex Bldg)	0.00
597.08 · David Howell	25,625.00
597.09 · LOA Property Lease	21,080.96
597.10 · Station 4	8,516.22
Total 597 · Real Property Rent/Non Aviation	255,326.03
Total REAL PROP. INCOME/NON-AVIATION	**255,326.03**
REAL PROPERTY INCOME/AVIATION	
596 · Real Property Rent/Aviation	
596.10 · Temporary & Seasonal Leases	7,800.00
596.11 · South Hangar Lots	66,000.00
596.09 · Roger Management LLC	0.00
596.08 · Redline Leasing	0.00
596.01 · Hillcrest	0.00
596.02 · Gustin Aviation	0.00
596.03 · Frontier Aviation	0.00
596.04 · Hangar & Land Lease	159,702.07
596.05 · South Port Leases	0.00
596.07 · Deferred Rent Income Adjustment	0.00
Total 596 · Real Property Rent/Aviation	233,502.07
Total REAL PROPERTY INCOME/AVIATION	**233,502.07**
REFUND & CREDIT REVENUE	
SPACE & FACILITIES REVENUE	
592 · Space & Facilities Rent	
592.03 · Commercial Airlines	33,402.00
592.01 · Rentals Inside Terminal Bldg	68,193.36
592.04 · Space & Facilities Rent - Other	0.00
Total 592 · Space & Facilities Rent	101,595.36
Total SPACE & FACILITIES REVENUE	**101,595.36**

SPECIAL USE FEE REVENUE	
446 · Special Events Fees	
446.01 · Airport Use Fee(Cabs,Hotels)	0.00
446.02 · Airport Use Fee (Cargo Comp)	2,400.00
Total 446 · Special Events Fees	2,400.00
Total SPECIAL USE FEE REVENUE	**2,400.00**
Total Income	1,007,923.46
Gross Profit	1,007,923.46
Expense	
AIRPORT CAFE	
900.01 · Airport Cafe - Expenses	7,500.00
Total AIRPORT CAFE	**7,500.00**
AIRPORT SECURITY	
828 · Maintenance Supply/Security	
828.01 · Access Control Supplies	7,300.00
828.02 · ID Supplies	0.00
828.04 · Badge Processing Fees	0.00
828.05 · Security Software Maint Agreeme	5,000.00
Total 828 · Maintenance Supply/Security	12,300.00
Total AIRPORT SECURITY	**12,300.00**
ARFF/AOB EXPENSES	
821.07 · ARFF Truck Equipment	0.00
821.06 · ARFF Fire Bunker Equipment	7,000.00
821.15 · ARFF Services & Training	14,000.00
821.10 · AOB Utilities	0.00
821.30 · ARFF Building Maintenance	0.00
821.03 · ARFF Foam, Ansulite, etc	0.00
821.04 · ARFF Fire Alarm Expenses	0.00
Total ARFF/AOB EXPENSES	**21,000.00**
BUILDING SUPPLIES	
813.01 · Bldg Mat, Ceiling Tiles, Plumb	0.00
813.03 · HVAC Filters and Supplies	0.00
821.08 · Operating Supplies	0.00
821.02 · Paper Products, Trash Bags, etc	0.00
Total BUILDING SUPPLIES	**0.00**
EMPLOYEE COMPENSATION	
801 · Salaries - Regular	
801.03 · On Call Pay	5,000.00
801.02 · Hourly wages	569,742.64
801.01 · Salaries - Regular	134,487.50
801.10 · Board Salaries-Regular	0.00
804.03 · Overtime Pay	10,000.00
801 · Salaries - Regular - Other	

Total 801 · Salaries - Regular	719,230.14
Total EMPLOYEE COMPENSATION	**719,230.14**
EMPLOYEE BENEFITS	
803.00 · Payroll Taxes	
803.01 · FICA Expense	55,021.11
803.02 · SUTA Expense	4,473.61
803.03 · FUTA Expense	
803.00 · Payroll Taxes - Other	
Total 803.00 · Payroll Taxes	59,494.72
807 · Insurance Benefits	
807.01 · Work Comp	26,972.01
807.02 · Medical & Dental	133,697.35
807.03 · Life Insurance	1,200.00
Total 807 · Insurance Benefits	161,869.37
808 · Retirement Benefits	
808.01 · Payroll Expenses-	150.00
863.24 · Retirement	80,409.93
Total 808 · Retirement Benefits	80,559.93
Total EMPLOYEE BENEFITS	**301,924.01**
EQUIPMENT REPAIRS & MAINTENANCE	
833.02 · Fire & Security Sys Monitoring	1,700.00
833.03 · Annual Fire Alarm Certification	1,700.00
857.03 · Contract Serv - Generator	2,500.00
867.01 · Equipment Maintenance-Other Veh	18,000.00
816 · Maintenance Supplies/Other	5,000.00
817 · Motor Fuel	30,000.00
818 · Truck & Other Vehicle Repairs	20,000.00
821.05 · Aviation Radio Repairs & Mainte	0.00
Total EQUIPMENT REPAIRS & MAINTENANCE	**78,900.00**
GENERAL AND ADMINISTRATIVE	
869.02 · Marketing & Public Relations	100,000.00
66900 · Reconciliation Discrepancies	0.00
66910 · Bank Service Charges	0.00
845 · Bankcard Fees	10,000.00
806 · Mileage Reimbursement	0.00
841 · Dues & Subscriptions	3,000.00
843 · Publishing	4,500.00
847 · Liability Insurance	40,000.00
863.32 · Accounting Services	13,000.00
863.33 · Legal Services	35,000.00
863.34 · Consulting Fees-Admin Support	15,000.00
863.35 · Consult - Airservice Developmen	75,000.00
890 · Bad Debt	0.00

Total GENERAL AND ADMINISTRATIVE	295,500.00
MAINT. - BUILDING & EQUIPMENT	
855 · Maintenance, Building	
855.06 · Operating Supplies	12,500.00
855.01 · Electrical & Plumbing	6,000.00
855.02 · Doors,Winds,Furniture,Fixtures	12,000.00
855.04 · Terminal and AOB BLDG Maintenan	12,000.00
855.07 · Maintenance, Building - Other	0.00
Total 855 · Maintenance, Building	42,500.00
857 · Maintenance, Other	
857.01 · Contract Serv-Electric Doors	0.00
857.04 · Maintenance, Other - Other	0.00
Total 857 · Maintenance, Other	0.00
863 · Maintenance-Contracted	
863.10 · Parking Lot - Parking Boxx	0.00
863.02 · Elevator Maintenance Contract	5,500.00
863.03 · Elevator Certification Requirem	2,000.00
Total 863 · Maintenance-Contracted	7,500.00
Total MAINT. - BUILDING & EQUIPMENT	50,000.00
MAINTENANCE-GROUNDS & FENCING	
822 · Chemicals	8,000.00
823 · Personnel Equipment & Tools	3,000.00
826 · Sand & Runway Deicer	7,500.00
829 · Maintenance Services & Supplies	
828.03 · Fencing, Locks, Gates, Keys	5,000.00
829.01 · Lawn Sprinkler & Landscape	2,500.00
862.03 · Fence & Gate Repairs	0.00
862.04 · Parking Lot Maintenance	0.00
829 · Maintenance Services & Supplies - Other	0.00
Total 829 · Maintenance Services & Supplies	7,500.00
Total MAINTENANCE-GROUNDS & FENCING	26,000.00
MAINTENANCE,AIRCRAFT VISUAL AID	
825 · Maint Supp/Visual Aids	
825.01 · Runway lights, reflectors, etc.	8,000.00
825.02 · Pavement Paint	0.00
825.03 · Other Repairs/Parts	0.00
825.05 · Light Bulbs,Ballasts,Fix, Signs	0.00
Total 825 · Maint Supp/Visual Aids	8,000.00
864 · Maintenance, Visual Aids	
863.07 · Pavement Repair/Runway Striping	25,000.00
864.01 · Contract Serv-Visual Navigation	0.00
864.02 · Contract Serv-Regulator Mainten	0.00
Total 864 · Maintenance, Visual Aids	25,000.00

Total MAINTENANCE,AIRCRAFT VISUAL AID	**33,000.00**
OFFICE SUPPLIES & EXPENSE	
821.01 · Office Supplies,cart.,paper,env	4,000.00
830 · Postage	500.00
863.40 · Office Equipment	2,000.00
869.03 · Web Page	5,000.00
875 · Rental, Other Equipment	
875.01 · Copier lease & Service	2,500.00
875 · Rental, Other Equipment - Other	0.00
Total 875 · Rental, Other Equipment	2,500.00
889.06 · Internet Services	24,500.00
Total OFFICE SUPPLIES & EXPENSE	**38,500.00**
TRAINING & CONFERENCES	
863.26 · Training	20,000.00
885.01 · Travel	4,000.00
885.02 · Training - Firefighters	0.00
Total TRAINING & CONFERENCES	**24,000.00**
UTILITIES	
833.01 · Public Address System	0.00
863.06 · Porta Potties	1,800.00
889.01 · Telephone	9,000.00
889.02 · Electricity & Gas	67,000.00
889.03 · Water	12,500.00
889.04 · Sewer & Garbage	12,000.00
Total UTILITIES	**102,300.00**
Total Expense	1,710,154.16
Net Ordinary Income	**(702,230.70)**
Other Income/Expense	
Other Income	
520.01 · CARES Act to Money Market Save	0.00
CITY OF LEWISTON SHARED COSTS	
656 · City of Lewiston/Airport	
656.01 · City 50% of Shared Costs	351,115.35
Total 656 · City of Lewiston/Airport	351,115.35
Total CITY OF LEWISTON SHARED COSTS	**351,115.35**
NEZ PERCE COUNTY SHARED COSTS	
517 · NPC/Airport	
517.01 · NPC 50% of Shared Costs	351,115.35
Total 517 · NPC/Airport	351,115.35
Total NEZ PERCE COUNTY SHARED COSTS	**351,115.35**
Total Other Income	702,230.70
Net Other Income	702,230.70
Net Income	**0.00**

Lewiston Nez Perce County Airport

CASH FLOW FOR CAPITAL BUDGET - FISCAL YEAR 2023-24

Bank Account	
Description	
Anticipated Deficit	$ (67,693)

Capital Account Income - Projected Income/Balances	
Description	**Preliminary Budget**
AIP 048 - Taxiway Reconfig - Construct	$ 102,318
AIP 051 - South Taxilanes	$ 100,000
AIP 052 - South Taxilanes	$ 102,620
AIP 051/052 - PFC 6.25% Reimbursement	$ 9,863
AIP 053 -Taxiway A Rehabilitation	$ 1,973,002
AIP 054 - SRE, South Taxilanes, TW F, Terminal Study	$ 694,871
AIP 053, 054 - PFC 6.25% Projected Reimbursement	$ 211,309
TOTAL INCOME	$ 3,193,983
TOTAL CAPITAL/GRANT ANTICIPATED INCOME	$ 3,126,290

Capital Account Expenditures - Projected	
Project Description	**Preliminary Budget**
AIP 051 - South Taxilane	$ 17,500
AIP 051 / 052 - Non-AIP	$ 40,000
AIP 052 - South Taxilane	$ 17,500
AIP 053 - Taxiway A Rehabilitation	$ 2,209,382
AIP 053 - 6.25% Local Match	$ 167,560
AIP 054 - SRE, South Taxilanes, TW F, Terminal Study	$ 715,561
AIP 054 - 6.25% Local Match	$ 47,704
Pavement Management Plan	$ 15,625
Local Capital Projects - FY23-24	$ 316,500
TOTAL EXPENSES	$ 3,547,332
TOTAL CHECKING + GRANT INCOME - EXPENSES	**$ (421,042)**
City Request	**$ 210,521**
County Request	**$ 210,521**