FLYLWS
LEWISTON NEZ PERCE COUNTY AIRPORT
WHEN IT MATTERS MOST

RESOLUTION 2024-33

A RESOLUTION ADOPTING FISCAL 2024-2025 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 2024-2025 Maintenance and Capital Budget ("FY25" Budget") attached hereto as Exhibit A;

WHEREAS, on July 7 and 14, 2024, the Airport Authority published a notice of meeting and public hearing regarding the FY25 Budget in the Lewiston Tribune; and

WHEREAS, during a duly noticed special meeting on the 16th day of July, 2024, the Lewiston-Nez Perce County Regional Airport Authority Board of Commissioners ("Board") met, held a public hearing, considered, and voted to adopt the FY25 Budget hereto as Exhibit A.

NOW, THEREFORE BE IT RESOLVED that:

SECTION 1: The Board adopts the FY25 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 16th day of July, 2024.

BOARD OF COMMISSIONERS

Gary Peters, Chairman

ATTEST: Laurie Wilson
Laurie Wilson, Secretary

FY25 MAINTENANCE & OPERATIONS PRELIMINARY BUDGET

Starting Funds - Leading Idaho Grant Funds - MMK	799,758.75
Starting Funds - Leading Idaho Grand Funds - M&O	20,000.00
Subtotal Starting Funds	819,758.75
	FY24-25
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 · 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	10,000.00
Total 593 · Airport Security Income	10,000.00
Total AIRPORT SECURITY REVENUE	**10,000.00**
CONCESSION & FRANCHISE REVENUE	
594 · Concessions & Franchise	
594.05 · Airport Cafe	0.00
594.01 · Hertz Rental Days	36,000.00
594.02 · Avis/Budget Rental Days	46,000.00
594.03 · Other Concessions & Franchise	5,000.00
594.04 · Enterprise Rental Days	10,000.00
594.06 · Shuttle	30,000.00
Total 594 · Concessions & Franchise	127,000.00
Total CONCESSION & FRANCHISE REVENUE	**127,000.00**
FUEL TAX REVENUE	
416 · Fuel Tax	65,000.00
Total FUEL TAX REVENUE	**65,000.00**
GRANT REVENUE	
510 · Grants	
510.03 · Idaho Airport Aid Grant	0.00
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	1,000.00
Total INTEREST & FIN CHG REVENUE	**1,000.00**
LANDING FEE REVENUE	
591 · Landing Fees	

591.12 · Delta Airlines	54,000.00
591.10 · United Airlines	18,000.00
591.01 · Skywest	0.00
591.03 · Airpac - Ameriflight (UPS)	3,000.00
591.06 · Empire (Federal Express)	1,800.00
591.07 · Charters	2,000.00
591.08 · Boarding Bridge Use Fee	
Total 591 · Landing Fees	78,800.00
Total LANDING FEE REVENUE	**78,800.00**
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	
597.12 · Southport Storage Lot	50,000.00
597.11 · Farm Ground Lease	1,820.00
597.01 · City of Lewiston	140,000.00
597.02 · Airport Rent-A-Space	53,000.00
597.03 · Sunshine Disposal	31,179.90
597.04 · Pacific Catarac & Laser	20,400.00
597.05 · Dean Lautenschlager-Touch of GI	5,495.07
597.06 · Can Am Partners (Fed Ex Bldg)	0.00
597.08 · David Howell	27,595.00
597.09 · LOA Property Lease	21,080.96
597.10 · Station 4	7,968.80
Total 597 · Real Property Rent/Non Aviation	358,539.73
Total REAL PROP. INCOME/NON-AVIATION	**358,539.73**
REAL PROPERTY INCOME/AVIATION	
596 · Real Property Rent/Aviation	
596.11 · South Hangar Lots	0.00
596.10 · Temporary & Seasonal Leases	11,200.00
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	161,000.00
596.07 · Deferred Rent Income Adjustment	0.00
Total 596 · Real Property Rent/Aviation	172,200.00
Total REAL PROPERTY INCOME/AVIATION	**172,200.00**
REFUND & CREDIT REVENUE	
SPACE & FACILITIES REVENUE	
592 · Space & Facilities Rent	
592.03 · Commercial Airlines	34,000.00
592.01 · Rentals Inside Terminal Bldg	68,000.00
Total 592 · Space & Facilities Rent	102,000.00

Total SPACE & FACILITIES REVENUE	**102,000.00**
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 Revenue	**1,120,939.73**
Total Revenue & Starting Funds	**1,940,698.48**
Gross Profit	1,940,698.48
Expense	
AIRPORT CAFE	
900 · Airport Cafe	
900.01 · Airport Cafe - Expenses	0.00
900.02 · Airport Cafe - Square Fees	0.00
Total 900 · Airport Cafe	0.00
Total AIRPORT CAFE	**0.00**
66920 · Bank Service Charges	**0.00**
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	4,000.00
821.15 · ARFF Services & Training	15,000.00
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	**19,000.00**
BUILDING SUPPLIES	
813.01 · Bldg Mat, Ceiling Tiles, Plumb	0.00
813.03 · HVAC Filters and Supplies	0.00
821 · 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	597,304.61
801.01 · Salaries - Regular	142,494.56
801.10 · Board Salaries-Regular	0.00

804.03 · Overtime Pay	10,000.00
801 · Salaries - Regular - Other	0.00
Total 801 · Salaries - Regular	754,799.17
Total EMPLOYEE COMPENSATION	**754,799.17**
EMPLOYEE BENEFITS	
803.00 · Payroll Taxes	
803.01 · FICA Expense	57,742.14
803.02 · SUTA Expense	7,072.47
803.03 · FUTA Expense	
803.00 · Payroll Taxes - Other	0.00
Total 803.00 · Payroll Taxes	64,814.60
807 · Insurance Benefits	
807.01 · Work Comp	28,207.92
807.02 · Medical & Dental	147,304.80
807.03 · Life Insurance	1,200.00
807 · Insurance Benefits - Other	0.00
Total 807 · Insurance Benefits	176,712.72
808 · Retirement Benefits	
808.01 · Payroll Expenses-	150.00
863.24 · Retirement	90,273.98
Total 808 · Retirement Benefits	90,423.98
Total EMPLOYEE BENEFITS	**331,951.30**
EQUIPMENT REPAIRS & MAINTENANCE	
833.02 · Fire Alarm & Security Sys Monitoring	8,300.00
833.03 · Annual Fire Alarm Certification	0.00
857.03 · Contract Serv - Generator	3,547.00
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	**84,847.00**
GENERAL AND ADMINISTRATIVE	
869.02 · Marketing & Public Relations	200,000.00
66900 · Reconciliation Discrepancies	0.00
66910 · Bank Service Charges	0.00
845 · Bankcard Fees	9,000.00
806 · Mileage Reimbursement	0.00
841 · Dues & Subscriptions	3,000.00
843 · Publishing	4,500.00
847 · Liability Insurance	58,001.00
863.32 · Accounting Services	14,000.00
863.33 · Legal Services	70,000.00
863.34 · Consulting Fees-Admin Support	5,000.00
863.35 · Consult - Airservice Developmen	65,000.00
890 · Bad Debt	0.00
Total GENERAL AND ADMINISTRATIVE	**428,501.00**

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	0.00
855.04 · Terminal and AOB BLDG Maintenan	24,000.00
855 · Maintenance, Building - Other	0.00
Total 855 · Maintenance, Building	42,500.00
857 · Maintenance, Other	0.00
863 · Maintenance-Contracted	
863.10 · Parking Lot - Parking Boxx	0.00
863.02 · Elevator Maintenance Contract	6,500.00
863.03 · Elevator Certification Requirem	2,000.00
Total 863 · Maintenance-Contracted	8,500.00
Total MAINT. - BUILDING & EQUIPMENT	**51,000.00**
MAINTENANCE-GROUNDS & FENCING	
822 · Chemicals	10,000.00
823 · Personnel Equipment & Tools	3,000.00
826 · Sand & Runway Deicer	7,500.00
829 · Maintenance Services & Supplies	
828.03 · Fencing, Locks, Gates, Keys	8,500.00
829.01 · Lawn Sprinkler & Landscape	2,500.00
862.04 · Parking Lot Maintenance	0.00
Total 829 · Maintenance Services & Supplies	11,000.00
Total MAINTENANCE-GROUNDS & FENCING	**31,500.00**
MAINTENANCE,AIRCRAFT VISUAL AID	
825 · Maint Supp/Visual Aids	
825.01 · Runway lights, reflectors, etc.	7,000.00
Total 825 · Maint Supp/Visual Aids	7,000.00
864 · Maintenance, Visual Aids	
863.07 · Pavement Repair/Runway Striping	25,000.00
864.02 · Contract Serv-Regulator Mainten	0.00
Total 864 · Maintenance, Visual Aids	25,000.00
Total MAINTENANCE,AIRCRAFT VISUAL AID	**32,000.00**
OFFICE SUPPLIES & EXPENSE	
821.01 · Office Supplies,cart.,paper,env	4,000.00
830 · Postage	600.00
863.40 · Office Equipment	2,000.00
869.03 · Web Page	5,000.00
875 · Rental, Other Equipment	
875.01 · Copier lease & Service	2,700.00
Total 875 · Rental, Other Equipment	2,700.00
889.06 · Internet Services	34,000.00
Total OFFICE SUPPLIES & EXPENSE	**48,300.00**
TRAINING & CONFERENCES	
863.26 · Training	15,000.00
885.01 · Travel	7,500.00

885.02 · Training - Firefighters	0.00
Total TRAINING & CONFERENCES	**22,500.00**
UTILITIES	
833.01 · Public Address System	0.00
863.06 · Porta Potties	2,500.00
889.01 · Telephone	9,000.00
889.02 · Electricity & Gas	67,000.00
889.03 · Water	12,000.00
889.04 · Sewer & Garbage	13,500.00
889.07 · Stormwater Drainage	20,000.00
Total UTILITIES	**124,000.00**
Total Expense	**1,940,698.48**
Net Ordinary Income	**0.00**
Other Income/Expense	
Other Income	
CITY OF LEWISTON SHARED COSTS	
656 · City of Lewiston/Airport	
656.01 · City 50% of Shared Costs	0.00
Total 656 · City of Lewiston/Airport	0.00
Total CITY OF LEWISTON SHARED COSTS	**0.00**
NEZ PERCE COUNTY SHARED COSTS	
517 · NPC/Airport	
517.01 · NPC 50% of Shared Costs	0.00
Total 517 · NPC/Airport	0.00
Total NEZ PERCE COUNTY SHARED COSTS	**0.00**
Total Other Income	0.00
Net Other Income	0.00
Net Income	**0.00**

FY25 CAPITAL ACCOUNT PRELIMINARY BUDGET

Starting Funds - Leading Idaho Grant Funds - MMK	**81,431.00**
	FY24-25
Ordinary Income/Expense	
Income	
REVENUE	
800 · Federal Aviation Admin Grants	
800.29 · 058 TW B Rehab	234,375.00
800.28 · 057 TW Z, South Apron, AOB Rehab	482,000.00
800.27 · 056 RW 8/26 Rehab, Lighting, TW A	1,709,000.00
800.26 · 055 Taxilanes (Phase III); SRE	656,200.00
800.24 · 054 Terminal Study	9,372.00
800.22 · 053 Reconst & Rehab Taxiway A	-
800.19 · 052 South Taxilanes	-
800.18 · 051 South Taxilanes	-
800.17 · 048 Taxiway Reconfig-Construct	-
800.21 · 047 CRSSA Concession	8,654.00
800.06 · 046 CRSSA Grant	-
Total 800 · Federal Aviation Admin Grants	3,099,601.00
810 · Idaho Div. of Aeronautics Grant	
820 · PFC Revenue	204,000.00
840 · City of Lewiston Support	
850 · Nez Perce County Support	
XXX * Grant Reserve	
Total Revenue	3,303,601.00
Total Revenue & Starting Funds	**3,385,032.00**
Gross Profit	3,385,032.00
Expense	
EXPENDITURES	
900 · Grant Reserve	
900.01 · Grant Reserve	277,032.50
Total 900 · Grant Reserve	**277,032.50**
958 · 058 TW B Rehabilitation	
958.01 · 058 TW B Rehabilitation	243,750.00
958.02 · 058 TW B Rehabilitation - PFC	16,250.00
Total 958 · 058 TW B Rehabilitation	**260,000.00**
957 · 057 TW Z, South Apron, AOB Rehabilitation	
957.01 · 057 TW Z, South Apron, AOB Rehabilitation	215,625.00
957.02 · 057 TW Z, South Apron, AOB Rehabilitation - PFC	14,375.00
Total 957 · 057 TW Z, South Apron, AOB Rehabilitation	**230,000.00**
956 · 056 826 Rehabilitation	
956.01 · 056 8/26 Rehabilitation	1,709,062.00
956.02 · 056 8/26 Rehabilitation - PFC	113,937.50
Total 956 · 056 826 Rehabilitation	**1,822,999.50**
955 · 055 Taxilane Phase III; SRE	
955.01 · 055 Taxilanes; SRE	656,250.00
955.02 · 055 Taxilanes; SRE - PFC	43,750.00
Total 955 · 055 Taxilane Phase III; SRE	**700,000.00**
954 · 054 Terminal Study	
954.02 · 054 Terminal Study - PFC	-
954.01 · 054 Terminal Study	-
Total 954 · 054 Terminal Study	-
960 · Pavement Management Plan	-
953 · 053 Taxiway A Rehab Phase 1	

953.02 · 053 Taxiway A Rehab Phase - PFC	-
953.01 · 053 Taxiway A Rehabilitation	-
Total 953 · 053 Taxiway A Rehab Phase 1	-
980 · Local Capital Projects	
980.03 · FY23 Parking System	-
980.01 · FY23 Develop Airport Property	-
980.xx · FY24 Shuttle Van	-
980.xx · FY24-25 Alternate Landing Surface Study	26,500.00
980.xx · FY24 LOID	-
980.xx · FY24Terminal Entrance Doors	-
980.xx · FY24 Storage Lot	-
980.xx · FY25 Fire Truck	25,000.00
980.xx · FY25 Leaf vacuum	5,000.00
980.xx · FY25 Grapple Bucket	5,000.00
980.xx · FY25 Bagger for Gravely	3,500.00
980.xx · FY25 Bucket truck	30,000.00
Total 980 · Local Capital Projects	**95,000.00**
920.00 · South Taxilane Project	
920.05 · 052 South Taxilanes	-
920.02 · South Taxilane-Non AIP/Shortfal	-
920.01 · 051 S Taxilane Plan & Develop	-
Total 920.00 · South Taxilane Project	-
931 · Taxiway Reconfiguration	
931.02 · 048 Taxwiay TO Engineers	-
Total 931 · Taxiway Reconfiguration	-
Total EXPENDITURES	3,385,032.00
Total Expense	3,385,032.00
Net Ordinary Income	-
Other Income/Expense	
Other Income	
870 · Interest Income	600.00
Total Other Income	600.00
Net Other Income	600.00
Net Income	600.00