

**AUBURN LEWISTON AIRPORT
PROPOSED BUDGET**

	FY2021 APPROVED BUDGET	FY2021 ACTUAL	FY2022 APPROVED BUDGET	FY2022 REVISED BUDGET	UNAUDITED FY2022 ACTUAL	FY2023 APPROVED BUDGET	FY2023 REVISED BUDGET	FY2023 ACTUAL (UNAUDITED) AS OF 6/30/2023	FY2024 ADOPTED BUDGET	FY2024 YTD (3/31/24)	FY2025 PROPOSED BUDGET 1/13/24	FY2025 PROPOSED BUDGET 4/8/24	% CHANGE FROM FY24
REVENUES													
Operations													
Fees - Fuel Flowage	17,250	10,415	15,000	15,000	14,602	20,000	20,000	12,082	13,500	12,727	18,500	18,500	27%
Fees - Landings	27,544	20,435	23,788	23,788	25,561	30,000	30,000	29,730	27,000	26,208	40,000	40,000	33%
Christian Hill Materials	67,500	104,535	97,500	97,500	75,258	97,500	97,500	71,867	100,000	72,796	100,000	100,000	0%
Rental Fees	260,740	264,321	256,540	256,540	270,588	248,290	248,290	208,372	207,500	100,405	175,000	175,000	-19%
Flight Simulator	-	-	-	-	-	-	7,000	192	6,500		2,000	2,000	-225%
	373,034	399,706	392,828	392,828	386,010	395,790	402,790	322,243	354,500	212,135	335,500	335,500	-6%
Non-Operations													
Municipal Subsidy	335,000	335,000	354,000	354,000	354,000	410,000	410,000	410,000	410,000	358,750	410,000	410,000	0%
Tax Sharing	28,000	25,550	27,500	27,500	23,100	28,000	28,000	-	-	-	-	-	
Service fees	2,500	245,485	1,500	1,500	103	1,500	1,500	467	500	16,521	500	500	0%
Investment Income	1,100	751	1,100	1,100	563	1,100	1,100	2,946	1,000	4,854	3,000	3,000	67%
Sale of Hangar #5 Assets									75,000	206,938	75,000	75,000	0%
Sale of Assets	-	29,986	-	-	15,800	45,000	45,000	49,169	-	-	-	-	
	366,600	636,772	384,100	384,100	393,566	485,600	485,600	462,582	486,500	587,063	488,500	488,500	0%
TOTAL REVENUES	739,634	1,036,478	776,928	776,928	779,576	881,390	888,390	784,825	841,000	799,198	824,000	824,000	-2%
EXPENDITURES													
Regular Salaries	262,200	251,550	268,918	268,918	233,378	305,107	305,107	287,229	262,035	117,182	265,000	170,000	-54%
Overtime	4,000	3,795	4,000	4,000	4,115	4,000	4,000	5,054	4,000	5,652	7,500	9,000	56%
Fringe Benefits	107,319	113,207	108,161	108,161	104,134	132,902	132,902	118,957	166,445	59,627	152,172	118,283	-41%
Professional Development	9,460	9,460	9,855	9,855	2,200	14,755	14,755	1,938	6,000	2,980	15,000	15,000	60%
Gen/Professional	2,000	425	2,000	2,000	425	2,000	2,000	10,491	9,000	30	17,800	140,000	94%
MV Supplies - Gas & Oil	11,350	10,799	15,175	15,175	11,878	12,700	12,700	18,175	20,000	15,953	25,000	26,000	23%
Snow and Ice Control	30,475	17,424	26,488	26,488	9,390	30,988	30,988	17,385	18,000	-	18,000	1,000	-1700%
Utilities	35,769	29,872	32,953	32,953	39,145	33,425	33,425	50,641	125,500	62,055	111,500	115,000	-9%
Building Maintenance	31,750	47,987	34,000	34,000	19,463	36,800	36,800	48,586	23,100	18,564	23,362	33,000	30%
Vehicle Maintenance	14,175	32,947	16,675	16,675	38,728	20,875	20,875	21,041	17,831	23,985	18,831	25,000	29%
Radio Maintenance	5,350	399	5,350	5,350	4,434	3,050	3,050	361	1,700	786	1,700	1,500	-13%
Electrical Maintenance	1,000	3,847	1,000	1,000	3,906	5,000	5,000	7,757	7,000	2,067	7,000	4,000	-75%
Airfield Maintenance	18,007	252,321	19,033	24,438	23,420	26,710	26,710	18,405	30,750	2,292	32,250	32,250	5%
Computer / Office Machine	7,000	9,926	7,000	7,000	11,814	20,000	20,000	20,657	20,500	6,412	15,000	10,000	-105%
Pavement Maintenance	8,798	272	8,798	8,798	-	7,298	7,298	-	6,000	17,036	29,000	29,000	79%
Advertising and Promo	9,500	5,399	6,500	9,065	2,162	12,500	12,500	12,458	6,500	1,774	7,500	7,500	13%
Professional Services	7,000	14,422	15,000	15,000	18,354	15,000	15,000	29,845	35,800	17,871	35,800	42,800	16%
Legal Services	5,000	9,527	7,500	7,500	7,704	15,000	15,000	37,700	45,000	13,221	20,000	20,000	-125%
Hanger Loan to Cities	115,000	36,111	115,000	115,000	33,050	115,000	115,000	-	-	-	115,000	115,000	100%
Life Flight Land Fund Loan									12,000	8,000	12,000	12,000	0%
Office Supplies	5,600	2,549	5,600	5,600	4,470	4,600	4,600	4,436	4,100	562	4,100	2,500	-64%
Telephone and Internet	4,850	3,312	5,310	5,310	6,899	6,260	6,260	5,048	5,700	7,790	9,000	9,000	37%
Insurance Premiums	40,278	36,947	40,278	40,278	67,495	41,486	41,486	36,221	40,200	9,321	38,700	33,400	-20%
Depreciation	-	666,427	-	-	-	-	-	-	-	0	0	-	
TOTAL EXPENDITURES	735,881	1,558,923	754,594	762,564	646,564	865,456	865,456	752,384	867,161	393,160	981,215	971,233	11%
OVER / UNDER	3,753	(522,445)	22,334	14,364	133,011	15,934	22,934	32,441	(26,161)	406,038	(157,215)	(147,233)	82%

**AUBURN LEWISTON AIRPORT
PROPOSED BUDGET
FY2024**

	FY2021 APPROVED BUDGET	FY2021 ACTUAL	FY2022 APPROVED BUDGET	FY2022 REVISED BUDGET	UNAUDITED FY2022 ACTUAL	FY2023 APPROVED BUDGET	FY2023 REVISED BUDGET	FY2023 ACTUAL (UNAUDITED) AS OF 6/30/2023	FY2024 ADOPTED BUDGET	FY2024 YTD (3/31/24)	FY2025 PROPOSED BUDGET 1/13/24	FY2025 PROPOSED BUDGET 4/8/24	% CHANGE FROM FY24
FBO BUDGET													
REVENUES													
Fuel and Oil Sales	834,383	468,942	671,250	671,250	780,048	1,066,000	1,066,000	707,853	661,372	581,620	1,007,750	1,007,750	34%
Tie Down & Hanger Fees	33,125	33,764	33,125	33,125	31,439	35,000	35,000	50,723	50,000	66,212	60,000	60,000	17%
Catering	2,500	1,129	2,500	2,500	886	2,500	2,500	1,231	-	168	0	-	
After Hour Call Out	4,000	3,100	4,000	4,000	7,077	6,000	6,000	14,600	5,625	6,435	10,000	10,000	44%
Flight Services	6,000	2,129	3,750	3,750	930	6,475	6,475	2,218	6,620	3,898	7,000	7,000	5%
Rental Car	4,930	1,389	5,500	5,500	2,231	-	-	2,018	3,340	2,016	3,000	3,000	-11%
Service Lease	-	-	-	-	-	-	-	-	7,200	3,600	0	-	
TOTAL REVENUES	884,938	510,453	720,125	720,125	822,611	1,115,975	1,115,975	778,643	734,157	663,949	1,087,750	1,087,750	33%
EXPENDITURES													
Regular Salaries	189,800	178,763	185,318	185,318	183,418	232,398	232,398	197,640	150,000	34,330	0	-	
Overtime	4,000	1,081	4,000	4,000	6,260	4,000	4,000	6,245	4,000	32	0	-	
Fringe Benefits	65,795	54,780	65,445	65,445	49,117	148,133	148,133	36,874	-	-	0	-	
Contract Services										106,961	200,000	200,000	100%
Advertising	6,500	868	6,500	9,065	937	6,000	8,565	18	1,200	908	0	-	
Meals	3,255	331	3,255	3,255	987	15,700	15,700	169	-	-	0	500	100%
Plant Equipment	2,065	536	2,065	2,065	2,788	2,065	7,838	7,926	2,065	475	1,800	1,800	-15%
Ground Support Equipment	20,200	26,712	21,400	21,400	72,326	22,400	25,516	27,679	16,000	17,603	11,200	9,700	-65%
Fuels & Oils	574,595	329,406	436,051	436,051	594,712	691,201	697,125	513,707	525,000	479,563	702,500	702,500	25%
Fuel Flowage									12,500	9,508	17,500	17,500	29%
Supplies Aircraft Maintenance	4,000	940	1,500	1,500	63	849	849	536	-	-	0	-	
Insurance Premiums	-	-	-	-	-	-	-	-	2,500	-	0	-	
Utilities	16,428	13,208	16,428	16,428	14,705	16,163	16,163	16,649	-	-	0	-	
	886,638	606,624	741,962	744,527	925,313	1,138,909	1,156,287	807,442	713,265	649,379	933,000	932,000	23%
OVER / UNDER	(1,700)	(96,171)	(21,837)	(24,402)	(102,702)	(22,934)	(40,312)	(28,799)	20,892	14,569	154,750	155,750	87%

**AUBURN LEWISTON AIRPORT
PROPOSED BUDGET
FY2024**

REVENUES

OPERATIONS:

	FY2025 PROPOSED BUDGET	FY2025 APPROVED BUDGET
Fees - Fuel Flowage	\$ 18,500	
<p style="margin-left: 20px;">Fuel flowage fee is charged on the fuel sold at retail. The fee maintains the fuel delivery system. The projected fuel sales for FY25 is 185,000 gallons (flat sales). A corresponding expense for \$18,500 will appear in the FBO expenses.</p>		
Fees - Landings	40,000	
<p style="margin-left: 20px;">Landing fees are charged to aircraft weighing more than 4000 pounds when they land at the airport. The fee is based on the landing weight of the aircraft. The fee offsets the wear on the airport infrastructure. The proposed amount is based on recent history. Budget is based on proration of FY24 YTD with no growth projected.</p>		
Christian Hill Materials	100,000	
<p style="margin-left: 20px;">The airport has a contractor quarrying Christian Hill to reduce the height of the hill. The contract in turn finances the operation through sale of materials removed. The airport receives 30 cents per yard (~2 tons) of material taken from airport lands as a fee. Before 2016 it was 30 cents per ton. Budget is based on FY24 workplan at quarry from Auburn Aggregates LLC and carryin that amount to FY25. This will be further refined before final adoption.</p>		
Rental Fees	175,000	
<p style="margin-left: 20px;">Landlord is one of the main functions of an airport. Strategies are being developed to increase this revenue stream. Budget based on current leases in place. Includes \$17,500 in assumed utility payment reimbursements from tenants on NNN leases.</p>		
Flight Simulator	2,000	
<p style="margin-left: 20px;">Rental of equipment - 100 hours at \$20 per hour. Budget based on operating rights agreement with Chickadee Aviation and is a conservative estimate.</p>		
	335,500	-
NON-OPERATIONS:		
Municipal Subsidy	\$ 410,000	
<p style="margin-left: 20px;">Auburn - 205,000 Lewiston - 205,000</p>		
Service fees	500	
<p style="margin-left: 20px;">Miscellaneous charges for activities(i.e.:emergency repairs for hangar door not owned by the airport). Presidential visits skewed this number in FY24.</p>		
Investment Income	3,000	
<p style="margin-left: 20px;">Investments on the bank accounts.</p>		
	413,500	-
TOTAL OPERATIONS REVENUE	\$ 749,000	\$ -

**AUBURN LEWISTON AIRPORT
PROPOSED BUDGET
FY2024**

REVENUES

	FY2024 PROPOSED BUDGET	FY2024 APPROVED BUDGET
FIXED BASE OPERATOR		
Fuel and Oil Sales	\$ 1,007,750	
<p style="margin-left: 40px;">Supply cost and local competition drive the fuel price as much as demand and seasonality. Budget based on FY24 YTD and assuming flat fuel sales year over year. This is a conservative approach for the FBO.</p>		
Tie Down & Hangar Fees	60,000	
<p style="margin-left: 40px;">The storage of aircraft is a service charge for most aircraft because of the liability and risk the FBO and by extension the airport assumes. With the master lease of the FBO and White Hangars, their income is now rental income. The Cold Storage Hangar and use of Hangar #5 without a master lease will drive this number (in addition to tie down use). FY24 year to date is skewed by some of the Elite Airways eviction/property abandonment issue.</p>		
Catering		
<p style="margin-left: 40px;">Moved to Flight Line Services to streamline accounts. All individual service types can be assessed through our point of sale system</p>		
After Hour Call Out	10,000	
<p style="margin-left: 40px;">Customers are billed for after hour call outs.</p>		
Flight Line Services	7,000	
<p style="margin-left: 40px;">GPU, LavCart, and related services on the line (non-fuel). Catering support (ice, coffee, coordinating meal delivery, is included here)</p>		
Rental Car	3,000	
<p style="margin-left: 40px;">The airport has agreements with three rental car companies and provides rental services for passengers and local customers. The airport earns a percentage of each rental agreement value.</p>		
TOTAL FBO REVENUE	\$ 1,087,750	\$ -

**AUBURN LEWISTON AIRPORT
PROPOSED BUDGET
FY2024**

EXPENDITURES

**FY2024
PROPOSED
BUDGET**

**FY2024
APPROVED
BUDGET**

OPERATION

Regular Salaries			170,000
	Airport Manager		
	3 Administrative and Operations Positions	150,000	
	Salary Reserve/Unemployment	20,000	
	<p>Salary reserve for position description updates and annual reviews. CSRs and Airport Secretary positions become Customer Engagement and Administrative Coordinator positions during FY24. The airport manager role is not budgeted for FY24. Another Operations Specialist FTE is listed but not funded, pending workload reviews (and revenue from Hangar #5 property sales and/or leasing Hangar #5)</p>		
Overtime			9,000
	<p>Plowing, posting NOTAMS, and other unusual operations. Snow and ice control plan will be reviewed to enhance overnight operations. Given experience of winter 23-24, this number is being increased.</p>		
Fringe Benefits			118,283
	FICA	11,098	
	Medicare	2,596	
	Healthcare	75,000	
	Retirement	18,258	
	Health Reimbursement Account	1,000	
	Flexible Spending Account	1,000	
	Clothing/Uniforms	9,000	
	Life Insurance	331	
Professional Development			15,000
	Memberships	2,500	
	Employee Training	10,000	
	Industry Conference	2,500	
	<p>Includes membership in Maine Municipal Association required by Maine Municipal Employee Health Trust. Training is for staff (Fuel System Safety, Aviation Operations Safety, Customer Service, etc to attain/retain professional accreditation)</p>		

**AUBURN LEWISTON AIRPORT
PROPOSED BUDGET
FY2024**

EXPENDITURES

**FY2024
PROPOSED
BUDGET**

**FY2024
APPROVED
BUDGET**

OPERATION CONTINUED

Gen/Professional			140,000
	Contracted Operations (Management, Snow, Mowing)	135000	
	Engineering On Call	2,000	
	Annual Fuel Tank inspection	3,000	
	Contract includes Airport/Auburn MOU and PW/Dirigo Contract Ops support		
MV Supplies - Gas & Oil			26,000
	Auto Gas		
	Motor Oil & Lubricants		
	Diesel Fuel for Equipment/Vehicles		
	Budget set based on FY24 YTD. Extended winter operations to maximize airport being available for operations, a more robust 24-25 winter could further influence this figure.		
Snow and Ice Control			1,000
	Solid De-ice Compound (non-corrosive)		
	Liquid Anti-ice Compound (non-corrosive)		
	Snow and ice control plan is being reviewed and discussions will be had with other airports on use of non-corrosive materials for ice treatment. The existing inventory can be used next season, this number is a place holder for this account.		
Utilities			115,000
	Heating Fuel	40,000	
	Electric (CMP)	70,000	
	Water and Sewer	5,000	
	Assumes Hangar #5 utilities and Restaurant utilities for full fiscal year without NNN lease. FY25 rate structure should assess surcharge to tenants using electricity in Cold Storage Hangar and Hangar #5		
Building Maintenance			33,000
	Repairs and Improvements	15,000	
	Trash Pickup Service	2,500	
	Cleaning Supplies	1,500	
	Inspections	9,000	
	Recurring Maintenance	5,000	
	Increase in cost is tied to ensuring sufficient funds for maintenance/repairs needed on airport managed buildings including paint, door repairs, etc (Cold Storage Hangar, Terminal, Hangar 5) and additional inspections/testing (fire protection systems)		
Vehicle Maintenance			25,000
	Engine Repairs and Parts	12,500	
	Tires	4,000	
	Inspections	200	

AUBURN LEWISTON AIRPORT
PROPOSED BUDGET
FY2024

EXPENDITURES

FY2024
PROPOSED
BUDGET

FY2024
APPROVED
BUDGET

Touchup Paint	1,000
Repair/ Mower Decks	1,500
Repair/ Snow Blower Unit	2,000
Repair/Plow Units	3,000
Hand Tool Replacement	800

This account is carrying all vehicle maintenance, including FBO specific equipment. Proactively budgeting to address unplanned maintenance/repairs as well as plow blades/winter ops needs

**AUBURN LEWISTON AIRPORT
PROPOSED BUDGET
FY2024**

EXPENDITURES

**FY2024
PROPOSED
BUDGET** **FY2024
APPROVED
BUDGET**

OPERATION CONTINUED

Radio Maintenance			1,500
	Handheld Batteries		
	Handheld PW Band Radio Replacement	250	
	Handheld Aviation Band Radio Replacement	250	
	Aviation Mobile Radios	500	
	PW Band Mobile Radios	500	
	This is to ensure good operation of the essential tool needed to communicate air to ground and between staff members on the airfield. Our ability to communicate is a safety concern.		
Electrical Maintenance			4,000
	Hiring out licensed electricians and electrical repairs		
Airfield Maintenance			32,250
	Fuel Farm Maintenance	10,000	
	Fencing and Gates	15,000	
	Runway and Taxiway Lighting and Signs	4,500	
	Grounds Maintenance	2,750	
	Fence repairs/replacing rusted parts of the fence and expanding repairs to address wildlife incursions to the airfield. High intensity LED lights have been installed on both runways but the effects on the maintenance of the lights remain a cos, and replacement as needed for remaining non-LED is planned. Materials for the traffic lines, grass seed and windsocks are the ground materials.		
Computer / Office Machine			10,000
	Workstation Replacement/Maintenance	2,500	
	Microsoft and other licenses	5,000	
	Network/IT Maintenance	2,500	
Pavement Maintenance			29,000
	Runway Edge Repair	3,500	
	Paint for Runway and Taxiways	10,000	
	Glass Bead	500	
	Crack Filling Service	15,000	
	Gradually increasing this budget to respond to spot repairs and funding annual crack filling program		

**AUBURN LEWISTON AIRPORT
PROPOSED BUDGET
FY2024**

EXPENDITURES

**FY2024
PROPOSED
BUDGET** **FY2024
APPROVED
BUDGET**

OPERATION CONTINUED

Advertising and Promo			7,500
	Internet and Print Marketing	2,500	
	Marketing/Promotional Materials	2,500	
	Events	2,500	
Professional Services			42,800
	Annual Audit	20,800	
	Appraisals	5,000	
	Corrective Action Plan Consulting Support	12,000	
	Airport Business Development Consulting	5,000	
	Professional services for audits and other services		
Legal Services			20,000
	Counsel Fee	15,000	
	Document Prep	5,000	
Hangar Loan with Cities		115,000	115,000
	Annual loan payment for Hangar #5		
	Split between both cities (\$57,500)		
Office Supplies			2,500
	Printer Toner	800	
	Paper	400	
	Other Supplies	1,300	
Telephone and Internet			9,000
	Fiber Connection to City of Auburn network	7,800	
	Operations/FBO Tablets for Mobile Computing	1,200	
Insurance Premiums			33,400
	Worker's Comprehensive Coverage	4,500	
	Property Casualty	12,000	
	Public Officials	2,900	
	Auto Liability	4,000	
	Airport Liability	10,000	
<p>Rates for insurance have increased due replacement costs on buildings, WC audit has been requested based on payroll changes, final rate not set for 7/1/24 renewal.</p>			

TOTAL OPERATION EXPENDITURES \$ 959,233 \$ -

**AUBURN LEWISTON AIRPORT
PROPOSED BUDGET
FY2024**

EXPENDITURES

**FY2024
PROPOSED
BUDGET**

**FY2024
APPROVED
BUDGET**

FIXED BASE OPERATOR

Regular Salaries	1 Contracted Shift Support from Third Party Assume average 80 hours/week coverage over year	200,000	200,000
	Operations personnel at airport will remain cross trained to provide FBO line service support. Phone duty/on-call and weekends to be supplemented by contracted support		
Overtime	To cover call ins for late or early flights, snow plowing and ect.		
Fringe Benefits	FICA Medicare Healthcare Retirement Health Reimbursement Account Flexible Spending Account Clothing		-
Advertising	Internet Marketing Print Marketing Events Advertising is consolidation into Airport Admin budget		-
Meals	Food Catering Food/snacks purchased for FBO customers	500 -	500

AUBURN LEWISTON AIRPORT
 PROPOSED BUDGET
 FY2024

EXPENDITURES

FY2024
 PROPOSED
BUDGET

FY2024
 APPROVED
BUDGET

FIXED BASE OPERATOR CONTINUED

Plant Equipment			1,800	
	POS System			
	Equipment Repairs	1,800		
Ground Support Equipment			9,700	
	Rent for Mobile Fueler	7,200		
	Filters and Repair Parts	2,000		
	Deicing, Type I Fluid	500		
	Lease rent estimate for Jet A truck under new fuel contract			
Fuels & Oils			702,500	
	AvGas	158,000		
	Jet A	525,000		
	Fuel system Ice Inhibitor	1,000		
	Fuel Flowage Fee	18,500		
	Fuel costs are estimated with a projected 185,000 total gallons.			
Supplies Aircraft Maintenance			-	
	Parts			
	Maintenance Publications			
	Other Services			
Insurance Premiums			-	
	Worker's Compensation			
Utilities			-	
	Heating Fuel			
	Electric (CMP)			
	Water and Sewer			
	Telephone and Internet			
	Utilities accounted for under Airport Operations			
TOTAL FBO EXPENDITURES		\$	914,500	\$
			-	