



Auburn Lewiston Municipal Airport - Board of Directors - Meeting Agenda
May 15, 2024 5:30 P.M.
Administrative Conference Room 80 Airport Drive, Auburn, Maine

Call to Order

I. Consent Items – All items with an asterisk (*) are considered routine and will be enacted by one motion.

II. Minutes

1. April 10, 2024 Meeting

III. Financial Report – Treasurer

1. FY 2024 thru April (Revenue and Expense, Balance Sheet)
2. Fuel Sales Year to Date Comparisons

IV. Communications –

1. Line Services Staffing Support RFP (for information)
2. May 2024 Aviation Digest Write-up and Ad

V. Public Comment – *Members of the public are invited to speak to the Board of Directors about any issue directly related to airport business.*

VI. Old Business

VII. New Business

1. Order authorizing the Board Chair to execute a contract with the City of Sanford for the 2024 Pavement Marking project.
2. Order authorizing the Board Chair to execute an interim non-aeronautical lease with George Field, Jr for Mowing/Haying
3. Order authorizing the Board Chair to execute an Operating Rights Agreement with Skyward Aviation
4. Order authorizing the Board Chair to execute an Operating Rights Agreement with JJAL Aviation LLC
5. Order authorizing the Board Chair to execute a contract for valuation services for Christian Hill and Airport Hill

VIII. Reports

1. Board Chair Report
2. Board of Directors Reports

IX. Executive Sessions

1. Pursuant 1 MRSA 405(6) C – Discussion of Airport Lease Negotiations (Airport Hill and Christian Hill)
2. Pursuant 1 MRSA 405(6) C – Discussion of Airport Lease Negotiations (Cold Storage Hangar)

X. Adjournment (Next Board Meeting, June 12, 2024, to include a ***McFarland Johnson Airport Master Plan Update presentation***)

Executive Session: On occasion, the Board of Directors discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Director must make a motion in public. The motion must be recorded. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session are those that fall within one of the categories set forth in Title 1 M.R.S.A. Section 405(6). Those applicable are:

A. Discussion of personnel issues

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency

D. Labor contracts

E. Contemplated litigation



Auburn Lewiston Municipal Airport - Board of Directors - Meeting Minutes

April 10, 2024 5:30 P.M.

Administrative Conference Room 80 Airport Drive, Auburn, Maine

In Attendance: J LaBonte, P Crowell, D Chittim, M Garside, L Allen, T Roy, M Blais, B Weisner

Call to Order 5:34pm

I. Consent Items – All items with an asterisk (*) are considered routine and will be enacted by one motion.

II. Minutes

1. March 13, 2024 Meeting

Motion to approve the March 13, 2024 Meeting Minutes by M Garside, 2nd by D Chittim, Vote 8-0, motion carried

III. Financial Report – Treasurer

1. FY 2024 thru March (Revenue and Expense, Balance Sheet)

2. Fuel Sales Year to Date Comparisons

Motion to accept and place on file Treasurers Report through March 2024 by M Blais, 2nd by M Garside, Vote 8-0, motion carried

IV. Communications –

V. Public Comment – *Members of the public are invited to speak to the Board of Directors about any issue directly related to airport business.*

VI. Old Business

VII. New Business

1. Order authorizing an MOU between the Airport and the City of Auburn

Motion to authorize a MOU between the Airport and the City of Auburn by D Chittim, 2nd by B Weisner, Vote 7-0-1 (J LaBonte Abstained), motion carried

2. Order authorizing the Board Chair to execute a contract with McFarland Johnson for the Congressionally Directed Spending Hangar

Motion authorizing the Board Chair to execute a contract with McFarland Johnson for the Congressionally Directed Spending Hanger project by D Chittim, 2nd by M Garside, Vote 8-0, motion carried

VIII. Reports

1. Board Chair Report

a. DRAFT FY2025 Airport Operating Budget Discussion

Motion to approve the FY2025 Airport Operating Budget by D Chittim, 2nd by M Blais, vote 8-0, motion carried

2. Board of Directors Reports

IX. Executive Sessions

Motion to enter into Executive Session 1 by M Garside, 2nd by T Roy, vote 8-0, motion carried.

Executive Session 1 started 6:54pm

1. Pursuant 1 MRSA 405(6) C – Discussion of Airport Lease Negotiations

Executive Session 1 ended 7:11pm

Motion to enter into Executive Session 2 by D Chittim, 2nd by M Blais, vote 8-0, motion carried.

Executive Session 2 started 7:11pm

2. Pursuant 1 MRSA 405(6) C – Right of First Refusal Review for 67 Kittyhawk Avenue

Executive Session 2 ended 7:43pm

Motion to Execute the Airport's First Right of Refusal on the sale of 67 Kittyhawk Avenue, Auburn, and authorizing the Airport Board Secretary to sign a MOU on behalf of the Airport Board, between the Airport and the City of Auburn by B Weisner, 2nd by D Chittim, Vote 8-0, motion carried

X. Adjournment (Next Board Meeting, May 15, 2024 *Note alternative date due to Auburn Business Association Citizen of the Year event on May 8, 2024*)

Motion to adjourn by P Crowell, 2nd by T Roy, vote 8-0

Meeting Adjourned 7:48pm

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A. Discussion of personnel issues

C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency

D. Labor contracts

E. Contemplated litigation

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ACCOUNTS FOR:	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
9000 Airport Operations							
9000 Airport Operations							
9000 420035 Fees - Fuel Flowage	-13,500	0	-13,500	-12,726.81	.00	-773.19	94.3%*
9000 420040 Fees - Landings	-27,000	0	-27,000	-27,253.45	.00	253.45	100.9%
9000 429005 Christian Hill Mate	-100,000	0	-100,000	-72,795.56	.00	-27,204.44	72.8%*
9000 429025 Rental Fees	-207,500	0	-207,500	-116,630.40	.00	-90,869.60	56.2%*
TOTAL NO PROJECT	-348,000	0	-348,000	-229,406.22	.00	-118,593.78	65.9%
TOTAL Airport Operations	-348,000	0	-348,000	-229,406.22	.00	-118,593.78	65.9%
9001 Airport Personnel							
9001 611000 Regular salaries	262,035	0	262,035	129,768.52	.00	132,266.48	49.5%
9001 613000 Overtime	4,000	0	4,000	6,202.13	.00	-2,202.13	155.1%*
9001 617020 Fringe Benefits	159,620	0	159,620	74,830.38	.00	84,789.62	46.9%
9001 617030 Professional Develo	6,000	0	6,000	2,980.13	.00	3,019.87	49.7%
TOTAL NO PROJECT	431,655	0	431,655	213,781.16	.00	217,873.84	49.5%
TOTAL Airport Personnel	431,655	0	431,655	213,781.16	.00	217,873.84	49.5%
9002 Airport Operations							
9002 628000 Contract Services	9,000	0	9,000	58,167.97	.00	-49,167.97	646.3%*
9002 633030 Fuels and Oil for v	20,000	0	20,000	22,419.92	3,293.25	-5,713.17	128.6%*
9002 633040 Snow and Ice Contro	18,000	0	18,000	.00	.00	18,000.00	.0%
9002 641100 Utilities	125,500	0	125,500	69,886.91	.00	55,613.09	55.7%
TOTAL NO PROJECT	172,500	0	172,500	150,474.80	3,293.25	18,731.95	89.1%
TOTAL Airport Operations	172,500	0	172,500	150,474.80	3,293.25	18,731.95	89.1%
9003 Airport Maintenance							
9003 628000 PS - Gen/Profession	0	0	0	30.00	.00	-30.00	100.0%*

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
9000 Airport Operations	APPROP	ADJSTMTS	BUDGET	YTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
9003 628019 Building Maintenan	23,100	0	23,100	20,568.48	.00	2,531.52	89.0%	
9003 628020 Vehicle Maintenance	17,831	0	17,831	24,833.22	.00	-7,002.22	139.3%*	
9003 628021 Radio Maintenance	1,700	0	1,700	785.75	.00	914.25	46.2%	
9003 628038 Electrical Maintena	7,000	0	7,000	2,665.11	.00	4,334.89	38.1%	
9003 628039 Airfield Maintenance	30,750	0	30,750	4,797.69	10,573.92	15,378.39	50.0%	
9003 633041 Computer/Office Mac	20,500	0	20,500	6,719.57	.00	13,780.43	32.8%	
9003 633042 Pavement Maintenan	6,000	0	6,000	17,036.10	.00	-11,036.10	283.9%*	
TOTAL NO PROJECT	106,881	0	106,881	77,435.92	10,573.92	18,871.16	82.3%	
TOTAL Airport Maintenance	106,881	0	106,881	77,435.92	10,573.92	18,871.16	82.3%	
9004 Airport Administration								
9004 620000 Advertising and Pr	6,500	0	6,500	1,824.00	.00	4,676.00	28.1%	
9004 628000 Professional Servic	35,800	0	35,800	17,871.35	.00	17,928.65	49.9%	
9004 628016 Legal Services	45,000	0	45,000	13,220.82	.00	31,779.18	29.4%	
9004 628041 Hangar Lease	12,000	0	12,000	.00	.00	12,000.00	.0%	
9004 633000 Office Supplies	4,100	0	4,100	611.25	.00	3,488.75	14.9%	
9004 640000 Telephone and Inter	5,700	0	5,700	8,467.12	.00	-2,767.12	148.5%*	
9004 645000 Insurance Premiums	40,200	0	40,200	14,620.74	.00	25,579.26	36.4%	
TOTAL NO PROJECT	149,300	0	149,300	56,615.28	.00	92,684.72	37.9%	
TOTAL Airport Administration	149,300	0	149,300	56,615.28	.00	92,684.72	37.9%	
9005 Airport Other Income								
9005 401600 Municipal Subsidy	-410,000	0	-410,000	-410,000.00	.00	.00	100.0%	
9005 420063 Service Fees	-500	0	-500	-18,690.91	.00	18,190.91	3738.2%	
9005 422000 Investment Income	-1,000	0	-1,000	-5,390.29	.00	4,390.29	539.0%	
9005 429013 Sale of Assets	-75,000	0	-75,000	-220,140.83	.00	145,140.83	293.5%	
9005 429019 FLIGHT SIMULATOR	-6,500	0	-6,500	-253.50	.00	-6,246.50	3.9%*	
TOTAL NO PROJECT	-493,000	0	-493,000	-654,475.53	.00	161,475.53	132.8%	
TOTAL Airport Other Income	-493,000	0	-493,000	-654,475.53	.00	161,475.53	132.8%	
9010 Airport-FBO								
9010 420035 Fees - Fuel and Oi	-661,372	0	-661,372	-631,988.10	.00	-29,383.90	95.6%*	

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

ACCOUNTS FOR:	ORIGINAL	TRANFRS/	REVISED				AVAILABLE	PCT
9000 Airport Operations	APPROP	ADJSTMTS	BUDGET	YTD	ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
9010 420051 Tie Down/Hangar/Co	-50,000	0	-50,000	-69,903.69		.00	19,903.69	139.8%
9010 420059 Fees-Catering	0	0	0	-183.41		.00	183.41	100.0%
9010 420060 After Hour Call Out	-5,625	0	-5,625	-6,900.00		.00	1,275.00	122.7%
9010 420061 Flight Line Service	-6,620	0	-6,620	-3,972.84		.00	-2,647.16	60.0%*
9010 420064 Rental Car	-3,340	0	-3,340	-2,357.50		.00	-982.50	70.6%*
9010 420915 Service Lease	-7,200	0	-7,200	-3,600.00		.00	-3,600.00	50.0%*
9010 633047 PROCESSING FEE	0	0	0	5,355.77		.00	-5,355.77	100.0%*
TOTAL NO PROJECT	-734,157	0	-734,157	-713,549.77		.00	-20,607.23	97.2%
TOTAL Airport-FBO	-734,157	0	-734,157	-713,549.77		.00	-20,607.23	97.2%
9015 Services (FBO) Expenses								
9015 611000 Regular Salaries	150,000	0	150,000	34,330.41		.00	115,669.59	22.9%
9015 613000 Overtime	4,000	0	4,000	31.98		.00	3,968.02	.8%
9015 620000 Advertising	1,200	0	1,200	907.92		.00	292.08	75.7%
9015 628000 Prof/Contracted Ser	0	0	0	124,689.08		.00	-124,689.08	100.0%*
9015 628021 Plant Equipment	2,065	0	2,065	1,320.59		.00	744.41	64.0%
9015 628044 Ground Support Equi	16,000	0	16,000	18,652.19		93.76	-2,745.95	117.2%*
9015 628071 Fuel Flowage	12,500	0	12,500	9,507.83		.00	2,992.17	76.1%
9015 633030 Fuels & Oils	525,000	61,876	586,876	512,898.11		92,762.44	-18,784.22	103.2%*
9015 645000 Insurance Premiums	2,500	0	2,500	.00		.00	2,500.00	.0%
TOTAL NO PROJECT	713,265	61,876	775,141	702,338.11		92,856.20	-20,052.98	102.6%
TOTAL Services (FBO) Expenses	713,265	61,876	775,141	702,338.11		92,856.20	-20,052.98	102.6%
TOTAL Airport Operations	-1,556	61,876	60,320	-396,786.25		106,723.37	350,383.21	-480.9%
TOTAL REVENUES	-1,575,157	0	-1,575,157	-1,602,787.29		.00	27,630.29	
TOTAL EXPENSES	1,573,601	61,876	1,635,477	1,206,001.04		106,723.37	322,752.92	

BALANCE SHEET FOR 2024 10

FUND: 9000 Airport Operations			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
9000	011010	Airport Checking	50,938.43	542,384.52
9000	011030	Cash-Petty Cash	.00	700.00
9000	011140	Interest Receivable	.00	.01
9000	011530	Accounts Receivable	183,221.24	208,723.42
9000	011545	Lease Receivable	.00	3,028,598.23
9000	011810	Prepaid Expenses	.00	15,162.01
9000	011811	Prepaid Rent	.00	-1,315.20
9000	011900	INVENTORY FOR RESALE	.00	88,568.46
9000	012110	Land	.00	1,717,208.27
9000	012111	Land Improvements	.00	18,381,864.81
9000	012112	Construction In Progress	.00	8,782,874.81
9000	012310	Buildings & Bldg Improvements	.00	4,458,442.82
9000	012410	Machinery & Equipment	.00	1,514,774.52
9000	012900	Accumulated Depreciation	.00	-17,154,817.76
9000	013000	DEF OUTFLOW-NET PENSION	.00	35,342.94
9000	016000	DUE TO / DUE FROM	-157,209.00	-12,720,296.48
TOTAL ASSETS			76,950.67	8,898,215.38
LIABILITIES				
9000	024210	Accounts Payable	.00	-95,544.80
9000	024230	Loan Payable-City of Auburn	.00	-599,531.67
9000	024231	Loan Payable-City of Lewiston	.00	-599,531.67
9000	024611	Compensated Absences	.00	-34,747.63
9000	024710	Federal Withholding Taxes	-1,104.06	-1,554.38
9000	024711	State Withholding Taxes	-510.00	-510.00
9000	024712	FICA Withholding Taxes	-1,240.34	-1,240.34
9000	024713	Medicare Withholding Taxes	-290.06	160.26
9000	024730	ICMA Deferred Comp-City	-240.00	-1,000.00
9000	024734	ME State Retirement	-755.46	-4,295.74
9000	024750	Life Insurance-City	.00	8.70
9000	024758	MMA Health Ins-Airport	1,377.54	-6,472.02
9000	024765	Dental	.00	-7.06
9000	024772	Flex Spending-Airport	-32.00	-129.00
9000	024773	Vision	-.01	-27.93
9000	024829	DUE TO STATE - SALES TAX	.00	-149.37
9000	025000	DEF INFLOW NET PENSION	.00	-89,512.00
9000	026000	NET PENSION LIABILITY	.00	5,927.00
9000	029000	Deferred Inflow - Leases	.00	-2,965,603.87
TOTAL LIABILITIES			-2,794.39	-4,393,761.52
FUND BALANCE				
9000	037000	Ctrl Total - Encumbrances	9,000.00	148,121.42
9000	037100	FB ASSIGNED CITY	.00	-1,836,398.00
9000	037104	FB UNASSIGNED	.00	-2,226,191.89
9000	037201	CTRL TOTAL-BUD FB DESIGNATED	-9,000.00	-148,121.42
9000	037301	Ctrl Total - Bud FB Undesignat	.00	60,320.33
9000	047000	Ctrl Total - Revenues	-121,585.26	-1,571,869.67
9000	047001	CONTROL - ESTIMATED REVENUE	.00	1,575,157.00
9000	057000	CTRL TOTAL-EXPENDITURES	47,428.98	1,130,005.70

BALANCE SHEET FOR 2024 10

FUND: 9000 Airport Operations				NET CHANGE FOR PERIOD	ACCOUNT BALANCE
FUND BALANCE					
9000	057001	CTRL TOTAL-APPROPRIATIONS		.00	-1,635,477.33
		TOTAL FUND BALANCE		-74,156.28	-4,504,453.86
		TOTAL LIABILITIES + FUND BALANCE		-76,950.67	-8,898,215.38

BALANCE SHEET FOR 2024 10

FUND: 9020 Airport Capital Projects Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
9020	011530	Accounts Receivable	.00	756,092.93
9020	016000	Due to/from Other Funds	157,209.00	13,234,363.54
	TOTAL ASSETS		157,209.00	13,990,456.47
FUND BALANCE				
9020	037000	Ctrl Total - Encumbrances	-139,824.00	548,620.28
9020	037104	FB-UNASSIGNED-CTY	.00	-13,151,571.55
9020	037201	Ctrl Total - Bud FB Designated	139,824.00	-548,620.28
9020	037301	Ctrl Total - Bud FB Undesignat	.00	422,424.49
9020	047000	Ctrl Total - Revenues	-157,209.00	-1,031,318.73
9020	057000	Ctrl Total - Expenditures	.00	192,433.81
9020	057001	Ctrl Total - Appropriations	.00	-422,424.49
	TOTAL FUND BALANCE		-157,209.00	-13,990,456.47
	TOTAL LIABILITIES + FUND BALANCE		-157,209.00	-13,990,456.47

BALANCE SHEET FOR 2024 10

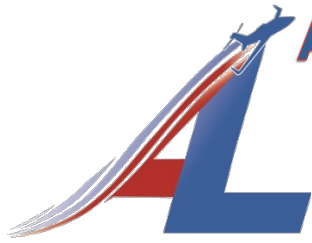
FUND: 9030 Airport Land Fund			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
9030	011111	Investments-MM-Airpark	.00	759,425.96
9030	016000	Due to/from Other Funds	.00	-525,067.06
TOTAL ASSETS			.00	234,358.90
FUND BALANCE				
9030	037000	Ctrl Total - Encumbrances	-7,000.00	.00
9030	037104	FB-UNASSIGNED-CTY	.00	-229,610.93
9030	037201	Ctrl Total - Bud FB Designated	7,000.00	.00
9030	037301	Ctrl Total - Bud FB Undesignat	.00	7,000.00
9030	047000	Ctrl Total - Revenues	.00	-4,747.97
9030	057001	Ctrl Total - Appropriations	.00	-7,000.00
TOTAL FUND BALANCE			.00	-234,358.90
TOTAL LIABILITIES + FUND BALANCE			.00	-234,358.90

** END OF REPORT - Generated by Gina Klemanski **

Auburn Air Center - Fuel Sales Comparison for First 10 Months of FY (FY19 to FY24)

Quantity (gallons) by Fiscal Year							
Product	Pay Type	2019	2020	2021	2022	2023	2024
Avgas 100LL	Cash/Invoiced	16294.3	17710.6	11805.51	9345.3	8735.9	15926.8
Avgas 100LL	Credit Card	10730.65	10916.7	10607.7	8299.2	8871.05	10287.1
	TOTAL 100LL	27024.95	28627.3	22413.21	17644.5	17606.95	26213.9
Jet A Fuel	Cash	47733.9	51494.3	17358	14589	4679	1552
Jet A Fuel	Contract Fuel	26801	53298	38366	58295	45703.12	72676.5
Jet A Fuel	Credit Card	20676.1	17529	9071	19227	19170	18705
	TOTAL Jet A	95211	122321.3	64795	92111	69552.12	92933.5

**FY2020 included over 16,000 in Jet A sales to Elite Airways*



Auburn Lewiston Municipal Airport

80 Airport Drive, Auburn, ME 04210
(207) 786 0631 FAX: (207) 782 3024
www.flytomaine.com

Request for Proposals - Flight Line Staffing Services

BID #LA 2024- 004

Auburn Lewiston Municipal Airport, KLEW

www.flytomaine.com

Release Date: May 3rd, 2024

Questions Due: May 9th, 2024

Answers Posted Online: May 13, 2024

Due Date: May 17th, 2024

Contact: Jonathan P. LaBonte, Board Chair

80 Airport Drive,

Auburn, Maine 04210

207-333-6601 ext 1070

j.labonte@auburnmaine.gov

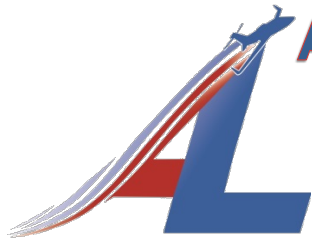
OVERVIEW

The Auburn-Lewiston Municipal Airport (KLEW) is issuing a Request for Proposals ("RFP") for flight line staffing services. KLEW is located in Auburn, Maine, 30 miles north of Portland, and is sponsored by the cities of Auburn and Lewiston, with a combined population of over 60,000. KLEW is seeking a partner to provide supplementing staffing for our flight line services.

KLEW contains over 600 acres and is situated near Exit 75 of the Maine Turnpike. The Airfield is equipped with two asphalt runways, 4/22 which is 5,001 feet long and 100 feet wide and 17/35 which is 2,750 feet long and 75 feet wide. KLEW actively manages two hangars (8,000 square feet and 27,400 square feet) and over sixty (60) tie-downs for based-aircraft and transient use and one 20,000-gallon 100 LL tank and one 30,000-gallon Jet A tank. 100 LL is currently provided to customers via trailer, though the Airport has a contract in place to install a self-serve system this year. Jet A is delivered via a refueler leased under a current contract with Avfuel.

KLEW's objectives are to promote aeronautical development, generate revenue to further enhance the Airport facilities, and to seek continued improvement in the quality and viability of flight line services.

The anticipated staffing agreement term will be for two years, with the Airport stating its interest to pursue privatization of the service through a formal FBO RFP at that time. KLEW requires that the contractor have staff capable of providing fueling, GPU, lav services, pilot and passenger service coordination, and hangar and tie down management alongside Airport personnel and using Airport systems and equipment.



Auburn Lewiston Municipal Airport

80 Airport Drive, Auburn, ME 04210
(207) 786 0631 FAX: (207) 782 3024
www.flytomaine.com

SECTION ONE

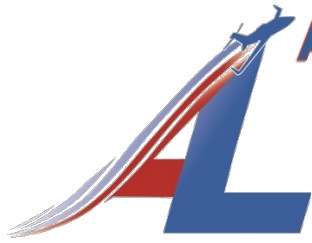
LINE SERVICE STAFFING REQUIREMENTS

a) Required Services

The contracted staff will be required to provide a variety of flightline services including those listed below:

- Qualified personnel necessary to perform aviation fueling (100 LL and Jet A) in accordance with current FAA regulatory procedures.
- Collection of GA Landing Fees, Hangar rentals, Tie-Down rental and management and fuel flowage fee.
- Engine pre-heating, catering services coordination, battery charging and servicing, aircraft lavatory service, de-icing, engine pre-heating and starting.
- Staffing service availability seven days a week, hours of operation to be negotiated.
- Removal of disabled aircraft from operational areas.
- Ramp parking and tie-down with airport towing equipment to safely move aircraft.
- Vehicle rental services coordination
- Uniform required
- NATA Safety First trained staff as part of fulfilling the contemplated contract
- Other related administrative and operations duties may be assigned that are relevant to the delivery and support of flight line services at the Airport.

Existing airport equipment, including technology (FlightBridge, Avfuel HUB point of sale, etc) would be used to support service delivery during the term of the contract. The Airport currently offers flight line services seven days a week from 8:00 AM to 5:00 PM every day of the year except for Christmas Day. In addition, it offers call-out services for before and after hours at an additional fee for customers. While airport staff may cover some shifts and on-call evenings, respondents should have staff available for these times. Schedule of shifts would be done in coordinated with the Airport Director. Projected contracted hours would range from 80 to 120 hours per week, with flexibility during peak business days to exceed this amount with Airport Director approval.



Auburn Lewiston Municipal Airport

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SECTION TWO

AVAILABLE FACILITIES

The following Airport owned buildings are part of its FBO management and would be utilized by contracted staff in service delivery and flight line support.

Facility Name	Square foot-age	Description
Administration/FBO Terminal Building (Building #1)	7,000	Private offices, unrented restaurant space, conference room with A/V capabilities, open area, two public restrooms, one private restroom, flight line services office, flight planning office, crew lounge
Cold Storage Hangar (World War II Hangar/Building #3)	8,000	Unheated hangar with based tenants
Building #5 (Formerly used by Lufthansa)	27,400	Heated hangar with mezzanine level, based and transient tenants
West Ramp and East Ramp Tie Downs	62 total tie-downs)	Six based tenants currently on tie-downs

FUEL SERVICES

a) Existing Fuel Contract and Sales

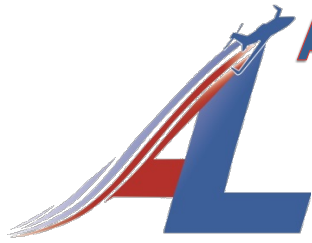
The Airport operates under a fuel contract with Avfuel that includes our lease of a 5,000 gallon refueler and access to the Avfuel HUB point of sale system. Fuel sales for Jet A are highly seasonal, driven by Maine's tourism season (May-September). A fuel sales comparison for the first 10 months of the current fiscal year (July to April) compared against the previous five is included below.

Auburn Air Center - Fuel Sales Comparison for First 10 Months of FY (FY19 to FY24)

Quantity (gallons) by Fiscal Year

Product	Pay Type	2019	2020	2021	2022	2023	2024
Avgas 100LL	Cash/Invoiced	16294.3	17710.6	11805.51	9345.3	8735.9	15926.8
Avgas 100LL	Credit Card	10730.65	10916.7	10607.7	8299.2	8871.05	10287.1
	TOTAL 100LL	27024.95	28627.3	22413.21	17644.5	17606.95	26213.9
Jet A Fuel	Cash	47733.9	51494.3	17358	14589	4679	1552
Jet A Fuel	Contract Fuel	26801	53298	38366	58295	45703.12	72676.5
Jet A Fuel	Credit Card	20676.1	17529	9071	19227	19170	18705
	TOTAL Jet A	95211	122321.3	64795	92111	69552.12	92933.5

**FY2020 included ~16,000 in Jet A sales to Elite Airways*



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SECTION THREE

SUBMITTAL REQUIREMENTS

In order to expedite and to maintain consistency in the evaluation process, each submittal shall be organized in accordance with this section. Qualifications that do not follow the specific format outlined below, or that fail to provide the required documentation may receive lower scores or be disqualified if found to be non-responsive. In the event of any conflict between any of the Proposal documents, resolution thereof shall be at the airport's sole and subjective discretion. Qualifications shall, at a minimum, include the following information.

1) Cover Letter

Include a cover letter identifying the operator's company/entity status and the proposal package being submitted. Include other important general information deemed significant enough to be highlighted. The letter shall provide the name, address, telephone number, and e-mail address of the individual authorized to contractually bind the company/entity.

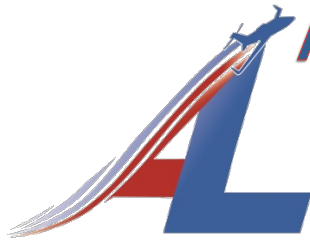
2) Business Experience

Provide a statement of the contractor's corporate status, a brief history of the entity, and a description of its experience and the staff credentials in providing flight line services. Staff credentials should include a clear description of existing or planned training and certifications for service delivery. Specific details about the contractor's experience with the customer mix likely to be served at KLEW would be valuable to include here.

3) Fee Structure

Please include:

- Hourly rates to be billed for scheduled/assigned staff
- Proposed peak and off-peak season staffing hours available per week.
- Management or overhead fees associated with supporting staff assigned by the contractor to shifts at the Airport, if not built into hourly rate.



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SECTION FOUR

EVALUATION

KLEW intends to select a flight line service staffing contractor based on a “Best Value” basis. KLEW will evaluate all requested information submitted.

a) Initial Evaluation

Each Proposal received shall first be evaluated for responsiveness (meets the minimum requirements). The written Qualifications will be evaluated and scored based upon the following proposal criteria:

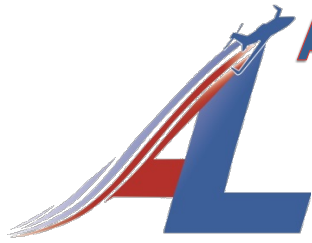
Proposal	Maximum Points	Factor Description
Cover Letter	5	Contains all required information
Qualifications (Experience and knowledge)	40	Flight line services experience and capacity to meet Airport's year-round needs shall be reviewed and evaluated
Ability to commence service contract by targeted July 1, 2024 start day	5	Includes timeline that meets Airport's desire to implement no later than July 1, 2024
Fee Structure	50	Includes sufficient detail in fee structure, including any seasonal variations, for the Airport to determine projected annual costs and competitive range
TOTAL	100	

b) Evaluation

The Airport will rank the submissions and select one or more applicants with which to negotiate. Any negotiated agreement will be subject to approval by the full Board of Directors.

c) Potential “Competitive Range” or “Best and Finals” Negotiations.

The airport reserves the right to conduct a “Best and Finals” negotiation at their sole discretion. Such “Best and Final’s negotiation may include oral interviews with all firms deemed to be in the competitive range. Any firm deemed not to be in the competitive range shall be notified of such in writing by the airport in a timely manner.



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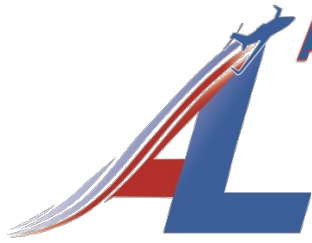
All responses to this RFP are to be submitted with one hard copy as well as electronic copy to:

Auburn Lewiston Municipal Airport
Attn: Jonathan P. LaBonte, Board Chair
80 Airport Drive, Auburn, Maine 04210
j.labonte@auburnmaine.gov

and must be received by the airport **no later than 5:00 PM, May 17, 2024.**

DEADLINE AND SCHEDULE

May 3 rd	RFP issued and advertised
May 9 th	Questions on RFP Due
May 13 th	Answers to Submitted Questions Posted
May 17 th	Proposals Due
May 20 th -22 nd	Review and evaluation of proposals
Week of May 22 nd and May 29 th	Request for Applicant interviews/negotiations
No later than Week of June 3 rd	Board action on staffing contract
July 1	Latest target date for commencement of contract



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DISCLAIMERS AND RESERVATION OF RIGHTS

a. Right to Reject, Waive, or Terminate the RFP. The airport reserves the right to reject any or all proposals, to waive any informality in the RFP process, and/or to terminate the RFP process at any time, in the airport's sole and absolute discretion, if deemed by the airport to be in its best interests. In no event shall the airport have any liability for a cancellation. The Proposer assumes the sole risk and responsibility for all expenses connected with the preparation of its proposal.

b. Right to Terminate Negotiations. The airport reserves the right to terminate negotiations at any time during the RFP process or in the negotiation of any necessary agreements. The airport in its sole and absolute discretion and for any reason or purpose may terminate this process by providing notice in writing to a selected contractor of such termination of negotiations. The airport shall have no obligation to compensate a selected contractor for any costs incurred in responding to this RFP and including travel.

Any agreement negotiated by the airport is subject to approval by the Board of Directors in their sole and absolute discretion.

By responding to the RFP and submitting a proposal, the successful Proposer acknowledges and agrees that the contractor and the airport will only execute agreements prepared by airport which are substantially approved as to form and substance by the airport and airport counsel.

State of Maine

AUBURN-LEWISTON MUNICIPAL AIRPORT (KLEW) AUBURN, ME

Opened in 1935, the Auburn-Lewiston Municipal Airport (KLEW) has a long history in the field of aviation and the development of its sponsor cities of Auburn and Lewiston. Today, it is a home base for 70 aircraft, three aircraft maintenance operators, a flight school, UPS contracted freight flights, and LifeFlight of Maine.

Originally constructed under the WPA, KLEW greatly expanded when designated for training during World War II. During that time, additional land was secured, and Runway 4-22 was greatly expanded.

The decades that followed brought commuter aircraft, a hub for delivery of paper checks (in a time before electronic banking), and a home for multiple FBOs including Twin Cities. In a partnership with Lufthansa



Technic, a 27,400 square foot hangar was built for restoration of the Lockheed Constellations. For reasons beyond the control of today's KLEW team, activity began to slow not long after Lufthansa pulled the plug and brought one to Germany and the other to JFK Airport as a cocktail lounge.

In a turn of events unlikely to be replicated, the closure of Twitchell's (3B5) coincided with increased advocacy of long-time tenants to

increase focus on GA activity. With that, Dirigo Aerospace Solutions (DAS), the McGhee family that operated Twitchell's, found a new home and now leases a hangar and helps lead our efforts on fuel sales.

DAS joined Skyward Aviation, an A/P IA operator that had been here for decades. The "Twitchell's Refugees", as they call themselves, followed to KLEW. The growth in activity led to Sunbird Aviation (A/P from BXM) and Chickadee Aviation (Flight Training from PWM) to both relocate to start 2024. With a new set of t-hangars approved for construction, plans for private box hangars, and self-serve Avgas approved for installation, the skies are brightening over KLEW, and we would love to welcome you for a visit and talk about how to make it your home.



Auburn-Lewiston Municipal Airport

80 Airport Dr. Auburn, Maine 04210 | 207-786-0631

Just off Exit 75 of the Maine Turnpike

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- Tie-downs & Hangar rentals
- Rental Car Reservations
- Courtesy Car
- Redbird AATD Simulator
- Baggage Assistance
- Lodging Assistance
- Call Ahead Catering

Full Service FBO is Airport-managed in partnership with Dirigo Aerospace Solutions
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MAKE US YOUR HOME AND
HAVE ACCESS TO THESE
LEW-BASED BUSINESSES

Aircraft Repair & Inspections





Auburn – Lewiston Municipal Airport Board Meeting Information Sheet

Board Workshop or Meeting Date: May 15, 2024

Author: Jonathan P. LaBonte, Board Chair

Subject: 2024 Pavement Marking Partnership with SFM (Sanford Seacoast Regional Airport)

Information: As part of the Airport's Grant Assurance, we commit to spending the necessary resources to maintain our pavement and pavement markings to an adequate level. During the fall 2023 MaineDOT inspection by aviation engineer Tim LaSiege, several aircraft operating areas were noted as poor for pavement markings. While the runways are still in ok shape, and we have time to prepare for federal funding for those, the taxiway, taxi lanes, and GA aprons would benefit from an investment.

In assessing options, we discovered that the Sanford Seacoast Regional Airport has its staff trained to do this at their facility and they had available capacity to complete a project at LEW. In addition, Airport Operations staff have recovered a striping machine that was once used by the Airport to maintain some pavement markings here. During a site visit with SFM staff, they reviewed our equipment and are confident we could utilize it in the future. The proposed pavement marking project with SFM would then provide two benefits; 1) The Airport greatly improves pavement markings going into our peak business season for the safety and convenience of based and visiting pilots and 2) LEW staff will become oriented to the operation of striping equipment, and we can begin exploring how we can maintain some of our markings into the future with exiting staff.

For pricing comparisons, there has been a review of recently bid pavement marking projects that include federal and/or state funds at airports. Those projects are seeing bids of \$2.00-\$2.12/per square foot of pavement marking. We are estimating approximately 19,000 square feet of yellow paint, and approximately 38,000 square feet of black paint (some legacy markings are wider than standard and will be reduced through the application of black paint). Overall, the partnership with Sanford is a good value, and will provide professional development for our Operations team.

While this is a project that would typically be funded with CIP and/or Land Funds, there is still work to do to redefine the Land Fund and its management for the future. With the FY24 operating budget performing strong, I would recommend that we further exceed the Pavement Maintenance Budget knowing we will remain in the black and advance this project transparently.

Airport Financial Impacts: Approximately \$29,000 for the project.

Recommended Action: Authorize the Board Chair to enter into a contract with the City of Sanford for the 2024 Pavement Marking Project.

Previous Meetings and History:

Attachments:

MaineDOT Fall 2023 Inspection Report and Key
SFM Proposal for Pavement Markings Proposal

Accepted by (sign and print):
Date:

Inspector: LeSiege,Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

07816.*A
AUBURN/LEWISTON MUNI

Facility Inspection

Facility_Inspector Tim LeSiege Last Inspection 07/19/2022 Sketch ☒ NPIAS
Inventory_Inspector Inspection Due Inspection Mailed ☒ Licensed
Inspection Date 08/22/2023 Notification Letter Interview Checklist ☐ Tag
Target Inspection Findings Letter Runway Checklist
First Impression
General Notes:

Condition	Item	Comments
Airport - Navigation Aids		
S	Rotating Beacon	
S	Wind Indicator	
S	AWOS/ASOS	
S	ILS	
	VOR	
	NDB	
Airport - Fueling Operations		
FR	Fire Extinguishers	need extinguisher on mobile cart w/ small spill kit
G	Fuel Type Label	some are peeling otherwise good
G	No Smoking Signs	
G	Emergency Shutoff	
G	Grounding Cable	
G	Equipment Condition	
F	Procedures Posted	Not self serve, but please post procedures for safety purposes
Airport - Wildlife Hazard Management		
S	Observed on Airport	bird strike on runway 4/22 on 4 end
S	Fencing/Access Control	
S	Bird Control Procedures	
Airport - Facilities		
S	Toilet	
S	Operations Area	
S	Telephone	
S	Maintenance Building	
S	Access Road	
Airport - Hangars		
	Number	
S	General Condition	
	Use	

Inspector: LeSiege, Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

RunwayID	04/22	Runway Inspections	
<u>Condition</u>	<u>Item</u>	<u>Comments</u>	
Surface			
	General Condition		
G	Cracks	new cracks have opened up as expected schedule to fill in 2024	
	Crack Sealing		
G	Debris/FOD		
G	Ponding		
Marking and Lights			
G	Marking		
G	Edge Lights		
G	Threshold Lights	1 threshold light out on the 4 end	
Transitions/Side Safety Area			
S	General Condition		
S	Objects in Area		
S	Obstructions		
Base End Safety Area			
S	General Conditions		
S	Grading		
S	Objects in Area		
Base End Safety Area			
	Controlling Obstruction		
	Obstruction Slope		
	Other Obstructions		
	Close In Obstructions		
Base End Navigation			
S	Nav aids		
Reciprocal End Safety Area			
S	General Conditions		
S	Grading		
S	Objects in Area		
Reciprocal End Obstructions			
	Controlling Obstruction		
	Obstruction Slope		
	Other Obstructions		
	Close In Obstructions		
Reciprocal End Navigation			
S	Nav aids		

Inspector: LeSiege, Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

RunwayID 17/35

Runway Inspections

Condition	Item	Comments
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Surface

	General Condition	
	Cracks	
G	Crack Sealing	
G	Debris/FOD	
G	Ponding	

Marking and Lights

G	Marking	
G	Edge Lights	
G	Threshold Lights	

Transitions/Side Safety Area

S	General Condition	
S	Objects in Area	
S	Obstructions	

Base End Safety Area

S	General Conditions	
S	Grading	
S	Objects in Area	

Base End Safety Area

	Controlling Obstruction	
	Obstruction Slope	
	Other Obstructions	
	Close In Obstructions	

Base End Navigation

	Nav aids	
--	----------	--

Reciprocal End Safety Area

S	General Conditions	
S	Grading	
S	Objects in Area	

Reciprocal End Obstructions

	Controlling Obstruction	
	Obstruction Slope	
	Other Obstructions	
	Close In Obstructions	

Reciprocal End Navigation

	Nav aids	
--	----------	--

Inspector: LeSiege, Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

TaxiwayID		14-22A
Condition	Item	Comments
Surface Condition		
G	General Condition	needs crack sealing
G	Cracks	some new
F	Crack Sealing	not much but what is there has failed and is open
G	Debris/FOD	
G	Ponding	
Marking and Lights		
P	Center Line Markings	faded and scarified, need to paint
P	Hold Lines	faded and scarified, need to paint
G	Edge Lighting	
G	Guidance Signs	

TaxiwayID		B
Condition	Item	Comments
Surface Condition		
G	General Condition	
G	Cracks	a few new appearing
	Crack Sealing	
G	Debris/FOD	
G	Ponding	
Marking and Lights		
FR	Center Line Markings	starting to fade
FR	Hold Lines	
G	Edge Lighting	
G	Guidance Signs	

Inspector: LeSiege, Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

TaxiwayID C		
Condition	Item	Comments
Surface Condition		
G	General Condition	
G	Cracks	not many
F	Crack Sealing	existing has failed and is open
G	Debris/FOD	
G	Ponding	
Marking and Lights		
P	Center Line Markings	faded and scarified, need to paint
P	Hold Lines	^^^
G	Edge Lighting	
G	Guidance Signs	

TaxiwayID D		
Condition	Item	Comments
Surface Condition		
G	General Condition	
S	Cracks	some new cracks
P	Crack Sealing	opening up, need new
G	Debris/FOD	
G	Ponding	
Marking and Lights		
P	Center Line Markings	scarified and faded need to paint
	Hold Lines	
S	Edge Lighting	1 out
	Guidance Signs	

TaxiwayID E		
Condition	Item	Comments
Surface Condition		
G	General Condition	
G	Cracks	
G	Crack Sealing	
G	Debris/FOD	
G	Ponding	
Marking and Lights		
P	Center Line Markings	
G	Hold Lines	
G	Edge Lighting	
G	Guidance Signs	

Inspector: LeSiege,Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

TaxiwayID J		
Condition	Item	Comments
Surface Condition		
G	General Condition	
	Cracks	
	Crack Sealing	
G	Debris/FOD	
G	Ponding	
Marking and Lights		
G	Center Line Markings	scarified and faded need to paint
	Hold Lines	
G	Edge Lighting	
	Guidance Signs	

TaxiwayID H		
Condition	Item	Comments
Surface Condition		
FR	General Condition	
G	Cracks	
	Crack Sealing	
G	Debris/FOD	
FR	Ponding	
Marking and Lights		
P	Center Line Markings	there aren't any
	Hold Lines	
G	Edge Lighting	
	Guidance Signs	

TaxiwayID hangars W		
Condition	Item	Comments
Surface Condition		
G	General Condition	area on north end has a dip/rut, base issue...
S	Cracks	
F	Crack Sealing	
G	Debris/FOD	
G	Ponding	north end in rut
Marking and Lights		
	Center Line Markings	faded and scarified, need to paint
	Hold Lines	
	Edge Lighting	
	Guidance Signs	

Inspector: LeSiege, Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

TaxiwayID		J
Condition	Item	Comments
Surface Condition		
G	General Condition	
M	Cracks	expected for age.
	Crack Sealing	
S	Debris/FOD	
G	Ponding	some
Marking and Lights		
S	Center Line Markings	faded and some non-existent
	Hold Lines	
S	Edge Lighting	
	Guidance Signs	

Inspector: LeSiege, Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

Apron Name		Terminal
Condition	Item	Comments
Surface Condition		
G	General Condition	includes terminal and FBO apron area
G	Cracks	
G	Crack Sealing	
G	Debris/FOD	
G	Ponding	
G	Apron Size	
	Tiedowns	
Marking and Lights		
P	Center Line Markings	scarified and faded, need to paint
	Edge Lighting	
	Guidance Signs	

Apron Name		West GA
Condition	Item	Comments
Surface Condition		
P	General Condition	by tan corp hangar
P	Cracks	block cracking and some alligator in areas
F	Crack Sealing	
G	Debris/FOD	
G	Ponding	
G	Apron Size	
	Tiedowns	
Marking and Lights		
P	Center Line Markings	scarified and faded, need to paint
	Edge Lighting	
	Guidance Signs	

Inspector: LeSiege, Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

Apron Name		East GA
Condition	Item	Comments
Surface Condition		
G	General Condition	
	Cracks	
G	Crack Sealing	
G	Debris/FOD	
G	Ponding	some
G	Apron Size	
	Tiedowns	
Marking and Lights		
G	Center Line Markings	
	Edge Lighting	
	Guidance Signs	

Apron Name		NORTH GA
Condition	Item	Comments
Surface Condition		
G	General Condition	
S	Cracks	new cracks appearing
FR	Crack Sealing	some failing, need more for new cracks
G	Debris/FOD	
G	Ponding	
G	Apron Size	
	Tiedowns	
Marking and Lights		
P	Center Line Markings	scarified, fading
	Edge Lighting	
	Guidance Signs	

Inspector: LeSiege, Tim
Inspection Date: 08/22/2023

Structure Number:
Facility Carried:

Airport Inspection Report

Apron Name SOUTH

Condition	Item	Comments
Surface Condition		
G	General Condition	
S	Cracks	microsurface cracking in tie down areas.. old slurry seal issue? different coloring
P	Crack Sealing	
G	Debris/FOD	
G	Ponding	
G	Apron Size	
G	Tiedowns	microsurface cracking apparent
Marking and Lights		
P	Center Line Markings	scarified and faded, need to paint
	Edge Lighting	
	Guidance Signs	

Airport Inspection Report Keys:

The Fueling Operations (Fuel Farm / Trucks), the Pavement Surfaces (Runway(s), Taxiways, Aprons, Taxilanes), and the Marking and Lights are all rated based on the following legend:

G = Good

S= Satisfactory

FR = Fair

P =Poor

VP = Very Poor

S = Serious

F = Failed.

A blank space indicates this item does not exist at this location (ex – not all taxiways and taxilanes have hold lines and/or guidance signs).

Comments are provided as necessary.

With regards to the Pavement Surfaces, these ratings should align approximately with the expected Pavement Condition Index (PCI). The PCI is a number between 0 and 100 and will be determined during a Statewide Pavement Management Project in the near future. The last time the State determined the PCI was in 2018. During these inspections, while a surface may have numerous cracks and have a PCI that rates between Fair and Good, unlike the PCI work, the rideability or roughness of the surface is taken into consideration. This means that for this inspection report, the reported condition may be higher than the PCI itself. This is akin to highway ratings that take into account the International Roughness Index (IRI).

The rest of the inspection uses the following legend:

S = Satisfactory

M = Marginal

U = Unsatisfactory

N/A = Not Applicable



Auburn – Lewiston Municipal Airport Board Meeting Information Sheet

Board Workshop or Meeting Date: May 15, 2024

Author: Jonathan P. LaBonte, Board Chair

Subject: Mowing/Haying Lease with George Field Jr.

Information: The Field family, owners of a dairy farm on the approach to Runway 17, have had a non-aeronautical lease with the Airport since 2014 to mow the land outside the fence and on the approach to Runway 22. While the lease generates a modest financial contribution, it saves the airport from using operations staff or contractors to mow this area to prevent the growth of vegetation that could eventually penetrate approach surfaces. The first lease was for 10 years at \$50 annually. The proposed term for this lease is five years at \$100 annually.

Mr. Field has also agreed to work cooperatively with us to remove trees on his property that are obstructions approaching Runway 17, and we are appreciative of his assistance.

Airport Financial Impacts: \$100 in annual revenue. Operational savings from no deployment of Airport staff/equipment

Recommended Action: Authorize the Board Chair to enter into a lease with George Field, Jr.

Previous Meetings and History:

Attachments:

Figure A showing property to be mowed



Auburn Lewiston Municipal Airport

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Figure A

Showing Location for Mowing/Haying Operations by Farmer





Auburn – Lewiston Municipal Airport Board Meeting Information Sheet

Board Workshop or Meeting Date: May 15, 2024

Author: Jonathan P. LaBonte, Board Chair

Subject: Skyward Aviation Operating Rights Agreement

Information: Skyward Aviation is the longest standing operator at the Airport. The arrangement between Tom Ward, its owner, and the Airport has evolved over the years and became one of several areas of “non-compliance” referenced in the FAA Land Use Inspection from the summer of 2022 (and report of April 2023).

Due to the Airport’s own doing, and not any wrongdoing of Skyward Aviation, a written Operating Rights Agreement should have been in place. With the newly adopted Minimum Standards in place, and a template for an Operating Rights Agreement reviewed by FAA, we are in a position to execute a written agreement and move forward from that item on the list in our Corrective Action Plan.

Tom has been very accommodating in working through this process, and we ensured with the new Minimum Standards that Skyward would meet our expectations for an Airframe and Power Plant Repairs Facilities FBO at LEW. Unlike Sunbird and Dirigo, which lease Airport facilities for their FBO, Skyward leases space in the TIM Corp T-hangars on the East Ramp, something authorized by our Minimum Standards.

Airport Financial Impacts: \$600 in annual revenue (no change from current rates based on Airport fee structure)

Recommended Action: Authorize the Board Chair to enter into an Operating Rights Agreement with Skyward Aviation

Previous Meetings and History:

Attachments:



Auburn – Lewiston Municipal Airport Board Meeting Information Sheet

Board Workshop or Meeting Date: May 15, 2024

Author: Jonathan P. LaBonte, Board Chair

Subject: JJAL Aviation LLC Operating Rights Agreement

Information: JJAL Aviation LLC previously visited the Airport to discuss available space to conduct a C Check and associated repairs on an aircraft (DC-9) purchased from the United States Government. As this would be a limited term operation focused on commercial activity on their aircraft, our Minimum Standards would best define it as a Specialized Aeronautical Service Operator (or SASO).

Hangar #5 is the preferred location for this activity to occur, and there is space to authorize JJAL Aviation LLC to operate without impeding the based tenants. JJAL Aviation LLC has agreed to pay \$3,000 per month and 50% of utilities in Hangar #5 for the term of the agreement, which is proposed to be a three-month period before converting to month to month. Should JJAL Aviation LLC wish to establish a longer term presence providing aeronautical services at the Airport, that would be brought to the Board of Directors for further consideration and action.

Airport Financial Impacts: At least \$9,000 in new revenue, with additional payments made to reduce the Airport's Hangar #5 utility liabilities

Recommended Action: Authorize the Board Chair to enter into an Operating Rights Agreement with JJAL Aviation LLC

Previous Meetings and History:

Attachments:



Auburn – Lewiston Municipal Airport Board Meeting Information Sheet

Board Workshop or Meeting Date: May 15, 2024

Author: Jonathan P. LaBonte, Board Chair

Subject: Mineral Rights Valuation Services – Christian Hill and Airport Hill

Information: The Airport has two properties which have been actively evaluated for their minerals for extraction; Christian Hill and Airport Hill. Since 2000, Christian Hill has been under some type of lease/development agreement for the extraction of material. Airport Hill has been evaluated for its removal as both a safety project and to open up additional land for aeronautical and non-aeronautical development.

Under FAA regulations, the monetization of mineral rights at federally obligated airports must follow specific procedures, as the rights to the minerals cannot be fully assigned to a third party. As we continue work on our Corrective Action Plan following the June 2022 Land Use Inspection by FAA regional compliance team members, securing accurate market value information for Airport mineral right will assist us in evaluating next steps for ongoing excavation at Christian Hill and potential excavation at Airport Hill.

Valuation of mineral rights is a highly specialized trade, and one vendor has been identified for this previous work on mineral rights for public agencies and other professional appraisal experience at airports. He also happens to be a licensed pilot.

Auburn Aggregates has been cooperative in this effort to update values and is willing to provide additional background material of a technical nature that will assist in this effort and make the project more efficient. There have been requests for access to Airport Hill, and this data will position the Board to review such proposals or proactively solicit others during FY25.

This technical services contract was not a projected expense when the FY24 budget was approved. However, accurate valuation for these assets is a high priority for both FAA compliance efforts and negotiations for future operating revenue streams. The Airport's current positive financial position in FY24 makes it feasible to absorb this cost, hence my recommendation.

Airport Financial Impacts: \$30,000 expense during FY24. Potential positive operating revenue impacts for FY25

Recommended Action: Authorize the Board Chair to enter into a contract for valuation services for the properties which include Christian Hill and Airport Hill

Previous Meetings and History:

Attachments:

Appraisal Services Proposal

Evan Mudd CV

FAA Compliance on Mineral Rights: https://www.faa.gov/airports/airport_compliance/mineral_revenue

Engagement number
2024-0501

May 13, 2024

Jonathan LaBonté
City of Auburn
60 Court Street
Auburn, Maine, 04210
j.labonte@auburnmaine.gov

RE: Appraisal of Market Rent for Mineral Leasing

Dear Mr. LaBonté,

Thank you for inquiring about Rock Associates Appraisal services. Rock Associates is an appraisal firm focused on the evaluation and appraisal of mineral property throughout the United States. Evan Mudd is a Certified General Appraiser in eleven states and a licensed professional mining engineer in more than 40 states.

Recent projects include appraising the Resolution Copper Mineral Withdrawal area (BHP Billiton and Rio Tinto joint venture) for the US Forest Service (USFS) federal land swap in Superior, Arizona, as well as appraising 3,300 acres of land in northern California containing silica, titanium, and specialty clay interests, and expert litigation support for the Internal Revenue Service (IRS). Other work has included the appraisal of various silica sand, gravel, and quarry properties throughout the United States, including greenfield evaluation and appraisal services for lending, litigation, and government use.

This is an engagement letter regarding the mineral property described below. When you sign this engagement letter, Rock Associates is committed to performing the services as outlined below, and you, as the client, are responsible for certain tasks based on the terms outlined in this engagement. This assignment develops two separate opinions of market rent exclusive mineral interests related to the area known as "Christian Hill", and other areas located within airport land, owned by the City of Auburn within Androscoggin County, Maine.

The first opinion of market rent pertains to existing quarrying operations south of Foster Road within Map Book/Lot 106-007, governed by a development agreement that outlines performance standards of the Lessee. The second opinion of market rent relates to potential development areas falling within the municipal airport boundary, Map Book/Lot 143-007-001-001.

Key components of the appraisal will encompass detailed market analysis for the subject's construction aggregates, site-specific assessment of the subject's mineral resources, and value conclusions that are derived from transactional data.

The valuation process pertaining to areas south of Foster Road within Map Book/Lot 106-007 will include, but not be limited to:

- Evaluation of the property's mineral resources, focusing particularly on their capacity for generating construction aggregates. This process includes a comparison of the site's historically proven conditions with the geological context of the surrounding area, as well as an analysis of the types of materials that can be effectively extracted from the property's bedrock.
- Incorporation of a basic geologic model of current and future mining areas.
- A comprehensive market analysis of the supply and demand dynamics for the subject property's construction materials within this specific area. This review offers an in-depth understanding of the market conditions for the commodities extracted from this location. It sheds light not just on historical patterns concerning the property's development in relation to contractual requirements, but also evaluates the viability of selling these materials in the current market.
- Analysis of parameters of the subject's development agreement and any connected performance benchmarks. This considers the overall influence of the contract provisions on mining operations, and the lessee.
- Value conclusions derived from geologic assessment, a detailed market analysis, and comparable transaction data of other similar properties.

The valuation process pertaining to areas within the airport boundary will utilize the research and analysis conducted for the regions south of Foster Road but also take into account additional considerations:

- Site constraints and conditions of the development agreement applicable to operations in the airport's property boundary, located to the north of Kittyhawk Avenue.
- Development timing and how market rent is influenced by a development schedule. This explores the potential effects on market rent from a lease that necessitates concurrent rock production with existing mining operations south of the Foster Road area.

Description of Property to be Appraised – Opinion One

Location: Map Book/Lot 106-007, South of Foster Road Androscoggin County, ME
Ownership: City of Auburn
Property use: Construction Aggregate Mining
Property type: Mineral Interests



Description of Property to be Appraised – Opinion Two

Location: Map Book/Lot 143-007-001-001, Airport area, Androscoggin County, ME
Ownership: City of Auburn
Property use: Potential Construction Aggregate Mining
Property type: Mineral Interests



Appraisal Parameters

<i>Client^a</i>	City of Auburn and Federal Aviation Administration (FAA)
<i>Intended User^b</i>	City of Auburn and Federal Aviation Administration (FAA)
<i>Intended Use</i>	Internal decision-making
<i>Assumptions</i>	Client provides site data
<i>Value Type</i>	Market Rent
<i>Legal Interest Appraised</i>	Mineral Interests
<i>Effective Date of Value(s) will be</i>	As Is
<i>Report Type</i>	Narrative Appraisal Report
<i>Report Delivery Method</i>	PDF by email

The appraisal will be subject to the General Assumptions and Limiting Conditions, which are available upon request and will be included in the appraisal report. The report may include extraordinary assumptions or hypothetical conditions that may become necessary during the course of the assignment.

The timeframe assumes our Maine temporary state appraiser license is processed expeditiously. This commonly takes less than five days and we have never been denied a request for a permit or licensure. If we become aware that attaining a license or temporary appraisal permit will not be possible, or will cause any kind of delay, we will notify you immediately and the assignment may be extended or canceled as you deem necessary.

^a USPAP Definitions "the party or parties who engage an appraiser (by employment or contract) in a specific assignment." Comment Section "... is the party or parties with whom the appraiser has an appraiser-client relationship in the related assignment..."

^b USPAP Definitions "the client and any other party as identified, by name or type, as users of the appraisal, appraisal review, or appraisal consulting report by the appraiser on the basis of communication with the client at the time of the assignment."

Requested Information

The following information will enhance the reliability of the report. ***We understand this is a large amount of information to request and will do our best to work with the portions that are available.***

Property Rights & Permits

- Most recent surface and/or mineral interest conveyance document
- Known property easements or other encumbrances

Site Information

- Sitewide drill data, reserves, and calculations
- Mine plans including mining sequence, stripping volumes, and reclamation

Operations

- Quality test, charts, or summaries of prior production
- Property line setback requirements
- Limitations on hours of operations
- Limitations on the number of tons mined/shipped
- Other special considerations

Historical Volume Sold and Revenue for Preceding Five Years

- Tons of each product type sold
- Revenue from each product type

Profit and Loss Statements for Preceding Five Years

- Revenues
- COGS reported by process area (mine/process/ship)
- SG&A
- Royalties paid

Other

- Recent, notable capital improvements or large one-time expenses
- Tax Incentives or Special Assessments
- Additional operating constraints for mineral extraction within the airport boundary.

Fees and Payment Terms

Hourly Rate **\$250/hr**

Appraisal Opinion I \$20,000

Appraisal Opinion II \$10,000

Advance Retainer Payment **\$15,000**

- My fee assumes that no additional geologic investigation — e.g., drilling, laboratory testing — is required. However, if during the course of research, it becomes apparent that site-specific data is lacking, then changes to the scope of work and/or applicable fees will be agreed upon with your company at that time.
- This fee is based solely on the value of the service performed and is unrelated to the value conclusion of the assignment. Payment is expected regardless of the value conclusion.
- The assignment fee is payable prior to us drafting the report. Additional hourly payments that are not made within 30 days of the billing date, unless other arrangements are made between Rock Associates and you, incur interest at a rate of 1.5% per month.
- If any legal action is required to collect the fee, the cost burdening and incurred by Rock Associates will be re-paid by your company.

Time Frame

The assignment occurs, and Rock Associates is engaged, when notification is provided and the project fee is received by Rock Associates. Please provide the list of required items, as outlined in this engagement letter, in a timely fashion^c; otherwise, the delivery date of the assignment may be delayed beyond the stated time frame.

90 days from the latter of:

- Notification of engagement
- Receipt of requested information
- Receipt of retainer fees

Technical Services

Ancillary engineering and technical services may be required to complete the assignment scope of work. Such analysis includes, but is not limited to, geologic modeling, mine planning and design, economic evaluation of mineral process systems, and others. By agreeing to this contract, you are engaged with two parties:

- 1) Rock Associates, Ltd, an appraisal and valuation firm, is contracted to value the subject property (80% of the assignment fee is attributed to this service).
- 2) Evan Mudd, PE, an engineer who is licensed to perform engineering work in the jurisdiction of this property and will render technical services (or sub-contract additional technical services) as necessary for Rock Associates to successfully complete the appraisal scope of work (20% of the assignment fee is attributable to this technical service).

This separation of responsibilities provides you, the Client, with a direct, contractual link to the party performing each service. Both parties are individually responsible to you for competent performance in their area of responsibility. The total assignment fee will be billed through Rock Associates. Evan Mudd is licensed in the state of Maine to perform all services required by this agreement.

If the terms and conditions of the proposal are agreeable, including those in the Basic Assumptions and Limiting Conditions, you may indicate your acceptance by signing in the space below and returning a copy.



Evan Mudd, PE, MBA, CMA
Principal | Mineral Appraiser
Rock Associate, Ltd



Evan Mudd, PE
Sole Proprietor | Technical Services
10901 W 105th St
Overland Park, KS 66214

I understand and accept that the assignment will be subject to the above fee proposal and the attached Basic Assumptions and Limiting Conditions.

By: _____

Print: _____

Title: _____

Date: _____

Basic Assumptions and Limiting Conditions

1. The client will, unless otherwise specified, provide the necessary information to complete the appraisal and arrange access to the property in a timely manner.
2. The appraiser is not responsible for legal matters, or questions of title or survey. The appraisal does not provide assurance of title or guarantee of jurisdictional or regulatory compliance for permits, zoning, safety codes, ADA, building codes, or any other regulated property elements. The appraisal does not ensure compliance with business-related standards for accounting, staffing, or any other regulated aspects.
3. The appraisal, unless otherwise stated, assumes the property is free and clear of detrimental environmental conditions such as hazardous materials contamination, stormwater non-compliance, or others. The appraisal does not constitute an environmental assessment.
4. It may be realized through our research that differences in the property or level of information about the property exist that, in turn, necessitate a change in the scope of work in which case quoted fees and completion timeframes are subject to change. Changes to the scope of work, or any additional requirements after completion of the assignment are to be billed at the applicable hourly rate plus expenses including additional research, travel, meeting attendance, deposition, trial preparation, or courtroom testimony.
5. Payment is to be made within 30 days of the invoice date. Interest will accumulate for late balances at the rate of 1.5% per month for the principal balance. The Client shall pay all expenses of collection, including court costs and attorney fees. Rock Associates, Ltd, and Evan Mudd, PE, have no obligation continue work on an assignment with unpaid balances. Fees are due no matter the outcome of the assignment and are not contingent to any extent upon property values, lending decisions, litigation outcomes, or others. No opinion rendered by Rock Associates, Ltd, or Evan Mudd, PE, shall be understood to guarantee an outcome.
6. If the engagement, or portions of the work, are terminated by the Client prior to completion, or if the Client decides to put the assignment on hold, the Client agrees to pay all associated fees (billed at the applicable hourly rate) and expenses for the partially completed work.
7. Other parties that are not listed as intended users in the appraisal or letter of engagement shall not rely upon the contents of the appraisal.
8. The report and data gathered throughout the course of the assignment shall remain the property of the appraiser and be retained in the appraiser's work file. The Client authorizes the appraiser to present the report and data to appropriate representatives of the Appraisal Institute, International Institute of Minerals Appraisers, and state licensing boards as required for the purpose of allowing the appraiser to comply with bylaws and regulations of those entities in place now and hereafter.
9. Neither party may assign this Agreement to another party without the express written consent of the other party, which the non-assigning party may withhold in its sole discretion. In the event this Agreement is assigned by mutual consent of the parties, it shall become binding on the assigning party's permitted assigns.
10. Nothing in this Agreement shall create a contractual relationship between Rock Associates, Ltd, Evan Mudd, PE, or the Client and any additional party, or any cause of action in favor of any additional party. This Agreement shall not be construed to render any person or other entity an additional beneficiary of this Agreement.
11. Neither party shall under any circumstances be liable to the other party for special, exemplary, punitive, or consequential damages, including, without limitation, loss of profits or damages proximately caused by loss of use of any property, whether arising from either party's negligence, breach of the Agreement or otherwise, whether or not a party was advised, or knew, of the possibility of such damages, or such possibility was foreseeable by that party. In no event shall Rock Associates, Ltd, or Evan Mudd, PE, be liable to the Client for consequential damages.
12. The Client agrees to defend, indemnify, and hold harmless Rock Associates, Ltd, and Evan Mudd, PE, from any damages, losses, or expenses, including attorneys' fees and litigation expenses at trial or on appeal, arising from allegations asserted against Rock Associates, Ltd or Evan Mudd, PE by any other party that if proven to be true would constitute a breach by the Client of any of the Client's obligations, representations, or warranties made in this Agreement, or any violation by the Client of any federal, state, or local law, ordinance, or regulation, or common law (a "Claim").
13. The Client represents and warrants to Rock Associates, Ltd, and Evan Mudd, PE, that (1) the Client has all right, power, and authority to enter into this Agreement; (2) the Client's duties and obligations under this Agreement do not conflict with any other duties or obligations assumed by the Client under any agreement between the Client and any other party; and (3) the Client has not engaged Rock Associates, Ltd, or Evan Mudd, PE, for any purposes that violate any federal, state, or local law, regulation, or ordinance or common law.
14. In the event of a dispute concerning the subject matter of this Agreement, the parties shall in good faith attempt to resolve

such dispute by negotiation between the parties' principals, or, if such negotiation is unsuccessful, by mediation conducted by a third-party mediator. If such mediation results in an impasse, the parties shall submit their dispute to binding arbitration. Such mediation or, if necessary, binding arbitration shall be conducted pursuant to the mediation procedures or the commercial arbitration rules of the American Arbitration Association. Any arbitration shall be conducted in the city in which Rock Associates, Ltd, office as specified herein is located. The parties shall share equally the costs of any mediation. In the event of binding arbitration, the arbitrators shall, in addition to any relief appropriate to be awarded to the prevailing party, enter an award in favor of the prevailing party for that party's costs of the arbitration, including the party's reasonable attorneys' fees and arbitration expenses incurred in prosecuting or defending the arbitration proceeding.

15. The interpretation and enforcement of this Agreement shall be governed by the laws of the state of Kansas, exclusive of any choice of law rules. Enforcement implies a fair balance as to both parties.
16. Agreement represents the entire and integrated agreement between the Client, Rock Associates, Ltd, and Evan Mudd, PE, and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by the Client, Rock Associates, Ltd, and Evan Mudd, PE.
17. In the event any provision of this Agreement shall be determined to be void or unenforceable by any court of competent jurisdiction, then such determination shall not affect any other provision of this Agreement and all such other provisions shall remain in full force and effect.
18. This Agreement is valid only if signed by Rock Associates, Ltd, and Evan Mudd, PE, and authorized by the Client with written notice within 30 days of the Date of Agreement specified.
19. Work will commence upon receipt by Rock Associates, Ltd, of the Retainer unless other arrangements are agreed upon.
20. Both parties agree that time is of the essence.

ACCEPTANCE OF, AND/OR USE OF, THIS REPORT CONSTITUTES ACCEPTANCE OF THE ABOVE CONDITIONS.

Evan Mudd, PE, CG, MBA, PMP, QP, CMA

Mining Engineer, Mineral Appraiser



Expertise

- Mineral Property Appraisal
- Mineral Project Feasibility
- Commercial Real Estate Appraisal
- M&A Target Analysis
- Design of Mine / Processing Systems
- Capital Project Management \$10M+

Education

M.B.A. Finance/General Mgmt.

University of Wisconsin – La Crosse, WI

M.S. Environmental Engineering

Missouri S&T – Rolla, MO

B.S. Mining Engineering

Missouri S&T – Rolla, MO

Appraisal Coursework and Exams

Certified General Appraiser QE (10 Courses)

Advanced/Designation Courses:

- Quantitative Analysis
- Advanced Income Capitalization
- Advanced Market Analysis and HBU
- Advanced Concepts and Case Studies

Work History

Rock Associates (2018 - Current)

Shaner Appraisals | Valbridge (2019 -2021)

Compass Minerals (2016-2018)

Badger Mining Corp (2008 – 2016)

Davy Engineering (2007 – 2008)

Collegiate Internships:

- Peabody Energy (2006)
- United States Gypsum (2005)
- Martin Marietta Materials (2004)

Professional Associations and Activities

Appraisal Institute – Candidate for Designation

Institute of Minerals Appraisers – Certified Member

International Right of Way Assoc. (IRWA) – Member

Society of Mining, Metallurgy and Exp.– Registered

NCEES Mine Eng. Licensure Exam Committee

Professional Engineer (WI,MN,IA,KS,IL,+36 more)

Certified General Real Estate Appraiser (KS+17 more)

As a Professional Engineer (PE) in mining, I am experienced with managing the feasibility and design of mining and mineral processing systems. I also hold certification as a Professional Project Manager (PMP), earned with years of experience in managing all aspects of project delivery from design phases through final commissioning. For mining companies, I have analyzed operations in managerial accounting contexts, evaluated strategic projects for executive management and relied consistently on DCF methodologies to provide indications of value. As a Registered SME member, I am qualified by the SEC to disclose my analysis of mining operations and feasibility in public reports such as 8K's and 10K's. As a Certified General Real Estate Appraiser and a Candidate for Designation with the Appraisal Institute, I actively value mine property and regularly review mineral appraisal reports as a subject matter expert in litigation settings. I consistently author USPAP-compliant reports in complex Highest and Best Use scenarios that involve minerals.

Select Mineral Property Appraisals

Appraisal of US Forest Service interest in the Resolution Copper Project (2022)

This congressionally authorized Federal land swap (H.R. 1904, October 31, 2011) included copper base metal characteristics and was appraised over a seven-month period of time utilizing UASFLA and USPAP appraisal standards. Due to high public scrutiny, work required exceptional rigor, to be reviewed and accepted by head USFS reviewers. Tasks included assessing geologic, engineering, and economic studies supplied by Resolution Mining (a Rio Tinto and BHP Billiton venture), analyzing mineral property transactions in the USA and throughout the globe, and reporting findings in compliance with all applicable standards and USFS requirements.

Industrial Mega-site and Underground Limestone Mine (MO, 2022)

More than 3,000 acres of surface and underground limestone interests were valued to finance one of the largest industrial development sites in the Midwest. Work included development of underground mining sequences throughout the property and analysis of the corresponding leasehold interests over the subject's mine life. Underground mine development activities were analyzed for rock stability and influence over surface construction activities. Surface and mineral interests were concluded separately as multiple, distinct land tracts and also in combination property wide.

Industrial Sand and Construction Aggregate Facility (South US, 2022)

An acquisition involved assets from a publicly traded supplier of industrial silica that had recently undergone Chapter 11 reorganization. I evaluated the previous mineral reserve reports, developed conclusions of the property's remaining mineral resources. Inspected the condition of the real estate, machinery and mobile equipment, and appraised the property's minerals, land, industrial buildings and going concern. The property's value was analyzed under two specific scenarios involving multiple parties and lease agreements. Results were reported to two lending institutions

Evan Mudd, PE, CG, MBA, PMP, QP, CMA

Mining Engineer, Mineral Appraiser

Proposed Greenfield Quarry in Environmentally Sensitive Jurisdiction (CA, 2022)

A proposed quarry had successfully achieved mining permits after a 19-year effort in northern California. I appraised the subject's current land and mineral interest, the proposed improvements, and the stabilized value of future operations. Environmental requirements, including 186 permit stipulations were assessed for their up-front capital and life-of mine costs. The subject's geological data proposed mine sequences, mineral process and environmental requirements were combined into a life-of mine plan. An engineered development schedule including equipment specifications, haul road analysis and other factors was used to forecast property economics. These studies and a marketability analysis for the proposed aggregate products formed the basis of valuation in the proposed, "as complete" and "as stabilized" property states.

Joint Venture Acquisition of Dimension & Crushed Stone Properties (MN, 2020)

Multiple parties requested a value opinion to purchase historically operating and depleted limestone quarries. I valued the individual mineral rights, surface rights, and improvements for each of three quarry properties. Work included assessing the geologic, mineral processing, and financial circumstances. Surface improvements comprised two miles of rail track infrastructure and mineral processing facilities. A collective Going-Concern value and individual property real estate values were developed. Allocations were provided to lending institutions representing the fractional owners in this acquisition.

Condemnation of Historically Operating Quarry Property (MO, 2020)

The partial acquisition of a limestone quarry impacted areas that were suitable for both mineral-production and commercial industrial development. I assessed the subject's geologic resources and mine plan both before the acquisition and after the acquisition. The difference in these values, along with conclusions about the subject's industrial land, formed the basis for valuing the partial taking. Temporary and permanent access easements were also valued.

Damages to Mine Property by Flood and Wetland Determination (Confidential, 2020)

Failure of a flood control structure neutralized the reserves of a sand and gravel property. To value the damages, I evaluated the extent to which propagation of flood water and protected wetland plant species had limited potential mine development. The subject's geologic character and prevalence of alternate mineral resources in the locality were considered to develop an opinion of value for damages to the mineral real estate.

Estate Planning for Operating Quarry Portfolio (TN, 2020)

The owners of a family-operated mining company desired to renegotiate fractional interests of an inherited estate and finance a buyout. My analysis included an evaluation of the geologic context, mining methods, mineral processing, local markets, and historical financial performance of the company. In addition, I valued the going concern of collection of all three properties.

Complex Easement and Environmental Factors (CA, 2021)

A flood-prone mineral property was bisected by a major fault and electric transmission corridor. My analysis included consideration of permit-specific slope stability requirements as well as mining under transmission lines, setbacks from structures, and suitability of mining methods for future flood-prone areas. Excess land was valued alongside all mining lands.

World's Largest Underground Industrial Storage Cavern (MO, 2020)

A previously mined, underground cavern property encompassing more than 8 million square feet of industrial area was valued. I examined the condition of the underground environment, the profile of tenants leasing space within the facility, the comparability of the facility to other underground industrial facilities nationwide, and potential for future development. I analyzed physical characteristics, as well as rents and market vacancy rates, drawing conclusions about tenant turnover and the facility's overall risk profile. I also analyzed competing facilities, leading to a final value conclusion of the leased-fee interest.

Traditional/Special Commercial Property

Helicopter Repair Facility (KS), 60-Acre Commercial Subdivision (KS), US Forest Service Wildfire Airport Base (OR), US Army Base Communications Easement (WI), US Air Force Hangar Lease (NE), Industrial Truck Repair Facility (IA), Rail Car Storage Facility (WA), Black Hills Recreational Land (SD), Automotive Manufacturing Facility (MO), Class-I Railroad Land Acquisition (MO).

Evan Mudd, PE, CG, MBA, PMP, QP, CMA

Select Mine and Mineral Process Evaluations

Mineral Resource Estimation for Mine Valuation Purposes (GA, 2022)

An actively mined construction aggregate property was being appraised, and a measurement of mineral resources was required to complete the valuation assignment. I analyzed the regional and local geologic setting, inspected the site's geologic outcrops, inspected current and future mining areas, reviewed company-provided site information, surveyed the current excavation using UAV imagery, computed specific multi-bench quarry excavation volumetrics for the proposed, future mining areas, and developed an estimate of mineral resources for those areas with sufficient economic prospects. This work provided the proper basis to analyze the property utilizing discounted cashflow analysis with site-specific inputs.

Evaluation of Dolomitic Limestone Property (MO, 2022)

A property with outcropping dolomitic limestone was assessed for its potential as a producing dimensional stone quarry. The site was analyzed within the context of its regional and local geologic setting, adjoining property data, and site-specific data. I used owner-supplied and public information to generate a three-dimensional model of a potential quarry excavation. The excavation design included specific bench widths, slopes, offsets from property lines, setbacks from protected waterways, haul roads, and placement of mineral process equipment.

Mineral resource estimate for landscape sandstone property (ID, 2022)

An actively mined quarry, including deposits of massive sandstone, was being appraised, and measurement of remaining mineral resources was required. In addition, the site's historical sandstone absorption rate and historical product yield were a subject of debate. I analyzed the property in the context of local and regional geology, inspected the site's geologic outcrops, inspected current and future mining areas, surveyed the excavation using UAV imagery, and reviewed historical aerial images to assess changes to the property over time. The work resulted in an understanding of product absorption from this property over the preceding 20-year period. Furthermore, the size and orientation of waste piles were analyzed to compute incremental mining waste generated during this time. The future, remaining resources, historical absorption, and yield characteristics formed the basis of a discounted cash flow analysis using property-specific inputs.

Underground Limestone Mine Plan Evaluation (MO, 2022)

An actively mined property, including underground workings, was sought for use as an underground storage cavern. The current owner required mining operations to be moved to an adjacent parcel of property to accommodate the sale. The owner desired to understand the costs and economic impact of moving and re-establishing mining operations. I analyzed the site's geology in both the current mining areas and the proposed relocation areas. I then developed two mine plans – one which resulted in a discounted cash flow analysis of mining operations “as is”, and the other resulting in a discounted cash flow analysis of mining operations in the relocation area “as proposed”. The difference between these scenarios represented the economic impact of moving mining operations. In addition, the hard and soft costs of moving operations were analyzed, resulting in an overall estimate of costs and economic impact on the current property owner.

Resource Analysis of a Sand and Gravel Development Property (SC, 2022)

A mineral resources assessment was required to perform an appraisal of a sand and gravel development property. The property had been drilled in 38 locations to determine the quality and extent of construction aggregates. I reviewed the drill data from this geotechnical investigation and cross-checked the results for reasonableness with surrounding local and regional geologic trends. The drill data was analyzed for physical continuity as well as trends in quality. Descriptive statistics revealed an average property composition of approximately 28% gravel and other materials being a mixture of sands, silts and clays. I generated a three-dimensional geologic model of this deposit and performed volumetric resource calculations using industry-standard mining software. In doing this, outputs were created, such as isopach maps with quality mapped as color-band features, specific pit geometry, mining cross sections, and a geologic block model mapping the overburden thickness and quality content throughout the deposit. This analysis was used to appropriately characterize the property for an appraisal that relied upon sales comparison analysis and royalty income analysis.

Evan Mudd, PE, CG, MBA, PMP, QP, CMA

Mining Engineer, Mineral Appraiser

Exploratory Drilling and Geologic Modeling (WI, 2008-2016)

A mining company required the exploration of mineral deposits on more than 5,000 acres of owned, leased, and prospective land holdings. Over the course of an eight-year period, I assessed the geologic setting, planned, and executed exploratory drill campaigns with appropriate hole spacing and sample intervals, and created three-dimensional block models with cost and quality parameters that were used for economic analysis and mine planning.

Short, Mid, and Long-range Mine Planning and Design (WI, 2008-2016)

A 450-acre, 4 million ton per year, historically operating mine required annual updates of mine plans to sustain ongoing operations. I authored all aspects of short, mid, and long-range mine plans including environmental planning, site hydrology, overburden stripping, ore block scheduling, blasting practices, mining methods, land recontouring and final reclamation.

Crushing and Screening Project Feasibility (WI, 2013-2014)

A mining company desired to construct a crushing and screening plant that would process up to 8 million tons of material per year. I completed an economic analysis considering the quantity and quality of ore within the local deposit, the demand for approximately eight finished products, alternatives for the location of improvements, mineral process alternatives, costs of construction, and timing of development leading to approval of the project.

Corporate-wide Mine and Mineral Process Strategy (WI, 2015)

A mining company desired to optimize production costs between two separate mines with different mining, processing, and shipping networks that were located on two separate Class-A rail carrier systems. I analyzed the mine plans, fixed and variable cost structures, the demand for individual products, and rail origin and destination pairs. Based on this analysis, an optimum solution was found to mine and ship different materials at different time intervals from each mine.

Industrial Mineral M&A Target Analysis (KS, 2016)

A mining company sought to diversify holdings and acquire a new industrial minerals producer. I performed a strategic analysis of the industry and targets within the industry including an assessment of mining, processing, and logistics, leading to recommendations for senior management.

High Frequency Fine Screening Project Feasibility (Canada, 2017)

An underground mine required mineral process upgrades to meet finished product specifications. I studied the geologic setting, the occurrence and quality of materials within existing mine limits and analyzed alternative scenarios for processing and blending the finished product leading to final recommendations for management and project approval.

Mineral Supply Chain Analysis and Optical Sorting Feasibility (Canada, 2018)

A mining company with separate mines, processing facilities, and distribution outlets sought to optimize material processing and transport between the facilities. Furthermore, an opportunity existed to diversify product offerings by sorting and blending new mineral products. I assessed the unit costs of processes within the facilities and the shipping costs to distribution outlets. I also analyzed the geologic quantity and quality of materials that were available for sorting and blending. This resulted in an economic evaluation that included modifications to revenue, operating costs, and accounted for detrimental impacts to previously unblended products. The project was determined to be feasible, leading to final management recommendations and approval.

Evan Mudd, PE, CG, MBA, PMP, QP, CMA

Mining Engineer, Mineral Appraiser

Academics

M.B.A. Finance/General Mgmt.

(UNIVERSITY OF WISCONSIN – LA CROSSE, WI)

Sep. 2014 – Dec. 2017

M.S. Environmental Engineering

(MISSOURI S&T – ROLLA, MO)

Jan. 2007 – May. 2011

B.S. Mining Engineering

(MISSOURI S&T – ROLLA, MO)

Sep. 2002 – Dec. 2006

Professional Credentials

- Certified Minerals Appraiser (CMA) - Granted by the International Institute of Minerals Appraisers (IIMA), 2020
- Certified General Real Estate Appraiser – Licensed in AL,AZ,CA,CO,FL,GA,IN,IA,KS,LA,MI,MN,MS,MO,MT,WA,WI,WY
- Registered Member of SME (RM) - Granted by the Society of Mining, Metallurgy and Exploration (SME), 2018
- Qualified Person (QP) as defined in SEC Regulation S-K (Subpart 1300)
- Project Management Professional (PMP) - Granted by the Project Management Institute (PMI), 2018
- Professional Engineer (PE) – Model Law Engineer (MLE), Licensed in 41 States:
AL,AZ,AR,CA,CO,FL,GA,ID,IL,IN,IA,KS,KY,LA,ME,MD,MI,MN,MS,MO,MT,NE,NV,NH,NM,NC,ND,OH,OK,
OR,PA,SC,SD,TN,TX,UT,VT,WA,WV,WI,WY

Associations and Activities

- Professional Mining Engineer Exam Committee – National Council of Examiners, Engineering & Surveying (NCEES)
- International Institute of Minerals Appraisers – Technical Session Chair -2019/2020/2021
- Appraisal Institute – Candidate for Designation
- Society for Mining, Metallurgy and Exploration – Registered Member
- Natural Stone Institute – Member
- National Stone, Sand and Gravel Association - Member
- International Right of Way Association - Member
- Society for Mining, Metallurgy and Exploration Valuation Standards Committee - Member

Select Presentations

- SME / IIMA Valuation Session 2019 – *Technology Boosts Industrial Minerals – A Valuation Perspective*
- SME / IIMA Valuation Session 2018– *Impact of Adverse Environmental Conditions on Mineral Appraisal*
- SME / IIMA Valuation Session 2017 – *Influence of Market and Freight Factors on Valuation of Silica Sand*

Recent Mineral Appraisal and Evaluation Projects

Sand and gravel development property (South Carolina, 2022)

Dimension stone facility (South Dakota, 2022)

Sand and gravel going concern (Kansas, 2022)

Base metal deposit (Arizona, 2022)

Frac sand mine tax appeal support (Confidential, 2022)

Landscape stone manufacturing facility (Idaho, 2022)

Underground limestone mine (Missouri, 2022)

Limestone quarry mineral leases (Kansas, 2022)

Sand and gravel river channel mine partial interest (New Mexico, 2022)

Environmentally impaired 3,300-acre min property (California, 2022)

Proposed greenfield quarry property (California, 2022)

Multiple dimension stone properties (Missouri, 2022)

Sand and Gravel facility (Iowa, 2022)

Cement manufacturing facility (Iowa 2022)

Sandstone Landscape Quarry (Idaho, 2022)

Landscape stone processing facility and industrial land (Idaho, 2022)

Limestone mineral property for cement manufacturing, Oklahoma (2022)

Underground mine with surface industrial mega-development site, Missouri (2022)

Operating Quarry /Bankruptcy, North Carolina (2022)

Limestone quarry with leases and commercial development property, Wisconsin (2022)

Sand and gravel property due diligence and appraisal for negotiation support, Virginia (2022)

Industrial mineral patented mining claims, Utah (2022)

Historically operating sand & gravel property with commercial land, Wisconsin (2022)

Limestone mining acquisition for a public company, Oklahoma (2022)

Frac sand / S&G mine and processing facilities (Mississippi, 2021)

Low-volume fill property, Florida (2021)

Nationally recognized Frac/industrial sand mine, Illinois (2021)

Limestone mine and asphalt plant in northern Arkansas (2021)

Multi-property sand and gravel minerals and Going Concern valuation, Idaho (2021)

Granite dimension stone facility (2021)

Limestone quarries in southwest Missouri (2021)

Redi-mix sand and gravel properties, California (2021)

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Mining Engineer, Mineral Appraiser

Appraisal Professional Education and Seminars

2022-2023 7-Hour National USPAP Update Course	March-22
IIMA Annual Technical Sessions	February-22
Valuation of Conservation Easements	February-22
Arbitration Roundtable	October-21
IRS Valuation Update	September-21
Uniform Appraisal Standards for Federal Land Acquisitions	September-21
Advanced Land Valuation: Sound Solutions to Perplexing Problems	February-21
IIMA Annual Technical Sessions	February-21
7-Hour National USPAP Update Course	December-20
7-Hour National USPAP 2020-2021 Update Course	December-20
Appraisal Review Panel Discussion	September-19
General Appraiser Income Approach Part 2	July-18
General Appraiser Income Approach Part 1	July-18
Advanced Income Capitalization	June-18
General Appraiser Site Valuation and Cost Approach	May-18
General Appraiser Sales Comparison Approach	May-18
General Appraiser Market Analysis and Highest & Best Use	April-18
Real Estate Finance Statistics and Valuation Modeling	July-16
15-Hour Equivalent USPAP Course	August-15
Basic Appraisal Procedures	June-15
Basic Appraisal Principles	January-15

Engineering Professional Education and Seminars

Engineering Ethics	July-22
Carlson Software Training - Mining Track	April-22
System Dynamics Summer School	July-20
Anylogistix Software Training	April-20
Public Reporting of Exploration Results, Mineral Resources and Reserves (S-K 1300)	October-19
Anylogic Software Training	October-18
Goldsim Software Training	September-18
NCEES - Mining and Mineral Processing Exam Workshop	February-18
SME - Optimization with Risk Management in Strategic Mine Planning	February-17
NCEES - Mining and Mineral Processing Exam Cut Score Panel	December-16
SME - Geostatistical Mineral Resource Estimation	February-16
University of Tulsa - (Gustavson) Valuing Upstream Oil and Gas Properties	October-15
SME - Big Data Short Course	February-15
SME - Mine Closure Short Course	February-14
UW Madison - Professional Engineering Ethics	January-14
UW Madison -Soil Engineering for Non-Soils Engineers and Technicians	November-13
Fluvial Geomorphology - Geo Fluv Software Level 3 Training	March-12
SME - Water Management Short Course	February-12
Fluvial Geomorphology - Geo Fluv Software - Level 2 Training	September-11
SME PE Exam Review Course	September-11
Fluvial Geomorphology - Geo Fluv Software - Level 1 Training	March-11
MS Project Training	February-11
GIW Slurry Course	February-11
Pump Guy Course	January-11
Wisconsin Blaster's Seminar	January-11
IECA CPSWQ Exam Review Course	February-10
Innovative Erosion Control Course	February-10
U.S. Bureau of Reclamation Dam Safety Seminar	May-09