



WINCHESTER REGIONAL AIRPORT

491 AIRPORT ROAD
WINCHESTER, VIRGINIA 22602
(540) 662-5786

Monthly Business Meeting AGENDA

The Winchester Regional Airport Authority will meet in the Terminal Building Conference Room, February 14, 2019 at 5:00 P.M.

Gene Fisher, Chairman, Presiding

1. Open Meeting
2. Approve Agenda
3. Approve Minutes

January 10, 2019, WRAA Business Meeting

4. Public Comment
5. Chairman – Opening Remarks
6. New Business
 - a. Consideration of assignment of Aero Services lease in accordance with Minimum Standards Section 4.05.
7. Committee Reports
 - a. Financial Report – Secretary/Treasurer – J.J. Smith
January 2019 Pre-Audit Financial Report
 - b. Building/Lease – Paul Anderson
 - c. Minimum Standards/Personnel/Security – David Reichert
 - d. Marketing/Development – Bill Pifer
8. Comments – Executive Director
9. Comments – Board Members
10. Adjourn

JANUARY 2019 Meeting Minutes Winchester Regional Airport Authority

The Winchester Regional Airport Authority met in regular session in the conference room of the terminal building at 5:00 P.M. on January 10, 2019.

Present: Gene Fisher, Paul Anderson, Bill Pifer, J.J. Smith, John Crawford, Dave Reichert

Absent: Joey Bailey, Frank Haun, Archie Fox

OPEN MEETING

Chairman Gene Fisher called the meeting to order at 5:00 P.M.

APPROVE MEETING AGENDA

Motion: Approve agenda as distributed – by Paul Anderson, second by Bill Pifer. Motion passed unanimously.

CLOSED MEETING

Upon Motion duly made by Mr. Crawford, seconded by Mr. Reichert, the Authority unanimously RESOLVED to go into a closed meeting pursuant to Section § 2.2-3711(A)(3) of the Code of Virginia (1950, as amended) for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority.

RETURN TO OPEN MEETING

At the conclusion of the closed meeting concerning the discussion or consideration of the acquisition of real property for a public purpose, or the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority, the following Resolution was unanimously adopted upon roll call vote as set forth below:

WHEREAS, the Winchester Regional Airport Authority has concluded its “closed meeting” at a meeting held on January 10, 2019, and desires to return to an “open meeting”; and

WHEREAS, the adoption of this Resolution is intended to serve as the “Certificate” described in Section § 2.2-3712(D) of the Code of Virginia (1950, as amended).

NOW THEREFORE, BE IT RESOLVED that the “Winchester Regional Airport Authority does hereby reconvene in an “open meeting” at its meeting held on January 10, 2019; and

BE IT FURTHER RESOLVED that each and every Member of said Authority who votes in the affirmative for this Resolution does thereby certify to the best of each Member’s knowledge that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were heard, discussed or considered during the closed meeting, and that only such public business matters as were identified in the Motion which convened the closed meeting were heard, discussed or considered during the course of said closed meeting by the Authority:

<u>Roll Call</u>	<u>Vote</u>
Gene Fisher	Aye
Paul Anderson	Aye
J.J. Smith	Aye
John Crawford	Aye
Dave Reichert	Aye
Bill Pifer	Aye
Joey Bailey	Absent
Frank Haun	Absent
Archie Fox	Absent

APPROVE MEETING MINUTES – December 13, 2018 Regular Business Meeting

Motion: Approve meeting minutes as distributed - by Bill Pifer, second by Dave Reichert. Motion passed unanimously.

AUDIENCE COMMENTS

Mr. Legard commented that he wants to see the airport be a friendly environment for pilots and members of the community. He thinks the airport does a good job overall.

CHAIRMAN – OPENING REMARKS

Chairman Fisher gave an overview of a meeting with the Frederick County Administrator and Executive Director to discuss the FY20 budget. Chairman Fisher also emphasized the importance of reaching out to new City Council members to inform them about the airport and its priorities. Additionally, the Airport will continue to work on a strategy to address the aircraft personal property tax this budget cycle.

(a) Finance Report – J.J. Smith, Secretary/Treasurer – J.J. provided a report on the December 2018 pre-audit financial statements.

Motion: Approve finance report - by Dave Reichert, second by Bill Pifer. Motion passed unanimously.

(b) Building/Lease Committee – Paul Anderson, Chair – No meeting

(c) Minimum Standards/Personnel Committee – David Reichert, Chair – No meeting

(d) Marketing Committee – Bill Pifer, Chair – Bill discussed current plans to establish a pilots group. The goal is to convene an initial exploratory meeting sometime in the coming months. Bill also echoed Gene's position that we should be proactive in our outreach to new City Council members.

EXECUTIVE DIRECTOR COMMENTS

Nick gave an update on the Taxiway A Relocation Phase I – Residential Demolition project. The project is in winter shutdown.

The airport recently promoted a Customer Service Representative (CSR) into the Finance Technician position. Nick requested and received consensus from the Board to offer up to 5% above the starting pay for the CSR position currently advertised.

Nick reported that the Virginia Aviation Board (VAB) will consider two projects at the February meeting. Notably, the site work design for the replacement terminal is up for approval. Nick reiterated the importance of continuing the dialogue about this project with the member jurisdictions, especially the City of Winchester and Frederick County as key funding partners.

Nick thanked Dave Foley for his assistance in helping during recent staff turnover.

Nick concluded his comments by stating that one of his goals for 2019 is to deliver to the Board a comprehensive staffing plan and recommendations.

COMMENTS – BOARD MEMBERS

Gene Fisher – Gene thanked the members of the Board for their contributions to the Authority and its operations.

COMMENTS – AUDIENCE

None

ADJOURNMENT

Motion: There being no further business, a motion was made to adjourn at 6:20 P.M. – by J.J. Smith, second by Dave Reichert. Motion passed unanimously.

Respectfully submitted,

J.J. Smith, Secretary/Treasurer

WRAA Adopted:

Winchester Regional Airport Authority
General Ledger Balance Sheet Report

As Of: 1/31/2019

All Departments Consolidated

Assets

10001011 Undeposited Receipts	9,580.85
10171010 Operating Cash In Bank	12,545.10
10171011 Petty Cash	500.00
10171080 Inventory - Fuel	90,125.96
10171082 Inventory - Merchandise	998.95
10171083 Inventory - Oil	707.31
10171084 Inventory - Automobile Gas/Airport Use	(235.41)
10171085 Inventory - Diesel Airport Use	(354.59)
10171090 Pre-Paid Insurance	15,579.00
10171094 Prepaid Postage	235.12
10171153 Accounts Receivable	(6,418.85)
10172002 VRS - Deferred Outflow	97,044.00
10851010 Capital Cash In Bank	(391,613.09)
10851100 Construction In Progress	1,363,794.67
10851153 Capital Accounts Receivable	85,757.86
10851200 Net Fixed Assets	24,768,981.09
Total Assets:	26,047,227.97

Liabilities

20172010 Amt Held For Employee Benefits	3,482.98
20172020 Accounts Payable - Operating Fund	151,347.25
20172021 Long-Term Notes	255,655.15
20172024 Bad Check Account	(360.00)
20172094 Accrued Leave & Fringes	55,342.12
20172201 VRS - Deferred Inflow	9,159.00
20172202 VRS - Pension Liability	254,815.00
20172804 Virginia State Sales Tax	0.64
20852020 Accounts Payable - Capital Fund	3,583.57
20852090 Retainage Payable	10,307.50
30000000 Current Earnings	(26,028.53)
30000001 Retained Earnings	25,329,923.29
Total Liabilities And Equity:	26,047,227.97

Notes:

All Departments Consolidated.

Winchester Regional Airport Authority
General Ledger Standard Income Report
 For The Period: 7/01/2018 Through: 1/31/2019
 Selected Departments Consolidated

Income

	1/31/2019 MTD	Year-To-Date
40172404 State Operating Reimbursement	0.00	329.99
40174500 Sale - Fuel	38,623.83	518,075.75
40174502 Sale - Merchandise	9.50	223.52
40174503 Sale - Oil	0.00	602.56
40174600 Rental Income	38,237.00	259,537.50
40174601 Income - Land Leases	1,876.00	34,632.00
40174617 Special Fees	0.00	2,162.70
40174618 Facility & Line Service Fees	2,040.00	24,705.00
40174899 Miscellaneous Revenue	(23.71)	1,266.77
40174900 Operating Appropriations	13,300.50	93,104.50
Total Income:	94,063.12	934,640.29

Expense

	1/31/2019 MTD	Year-To-Date
54140000 Cost - Fuel	21,069.37	291,123.55
54140002 Cost - Merchandise	77.78	258.07
54140003 Cost - Oil	0.00	461.20
61000000 Accrued Salaries	0.00	(19,422.00)
61001000 Salaries	38,318.36	311,058.55
61005001 Overtime Pay	972.11	11,338.25
62000000 Accrued Leave - Fringe Benefit Expense	0.00	(1,442.77)
62001000 FICA	2,845.44	23,501.83
62002000 VSRS	3,751.34	27,176.34
62005000 Hospital/Medical Plans	7,890.80	58,321.84
62005001 Retiree Health Ins	0.00	4,489.54
62006000 Group Life Insurance	501.98	3,744.44
62008000 Short/Long Disab - 041 FLT - Carlson	97.88	677.95
62011000 Worker's Compensation	1,118.15	9,142.18
63002000 Professional Svcs - Other	313.50	12,445.00
63004001 Outside Repairs & Maint Vehicle/Equip	349.49	2,042.82
63004003 Repair - Blgs & Grounds Outside Repairs	0.00	5,484.62
63005000 Maintenance Contracts	627.00	4,542.00
63005001 State Funded Maintenance Contracts	0.00	1,100.00
63007000 Advertising	0.00	35.00
63010000 Contractual Services	1,952.20	13,665.40
65101000 Electrical Services	6,737.89	30,070.04
65102000 Heating Service	1,812.85	3,137.35
65103000 Water & Sewer Services	354.27	2,735.08
65204001 Postage Meter Expense	0.00	67.02
65204002 Telephones/Internet/TV Cable Expense	116.11	4,452.70
65302000 Fire/Property Insurance	1,023.00	7,160.00
65305000 Motor Vehicle Insurance	508.00	3,558.00
65307000 Public Officials Liability Ins	43.00	301.00
65308000 General Liability Insurance	0.00	7,707.67
65401000 Office Supplies & Computers	143.53	1,967.67
65405000 Janitorial Supplies	137.52	969.68
65407000 Repair/Maint Parts & Supplies	1,514.19	4,759.60
65407001 State Reimb - Repairs/Maint/Supplies	551.69	899.08
65408000 Vehicle/Equip - Parts/Supplies	110.00	7,840.54
65408001 Airport Vehicle Fuel	902.84	9,911.06

Run: 2/08/2019
4:54PM

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2018 Through: 1/31/2019
Selected Departments Consolidated

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	1/31/2019 MTD	Year-To-Date
65413000 Operational Expense	110.51	1,052.78
65413001 Line Service Equipment	0.00	1,208.41
65413002 Security Materials & Supplies	149.25	149.25
65506000 Travel Expenses	0.00	2,110.15
65715000 Promotional Fund Expenses	150.00	3,464.33
65801000 Dues & Membership	485.00	833.20
65804000 Va Sales Tax Paid	17.33	42.89
65806000 Snow Removal Contingency Fund	2,088.03	3,012.78
79001000 Lease/Rent Of Equipment	2,265.41	17,143.46
79101000 Loan - VRA Bond	1,219.80	5,091.66
Total Expense:	100,325.62	879,389.21
Net Income:	(6,262.50)	55,251.08

Notes: Report Period: 7/01/2018 - 1/31/2019
Selected Departments Consolidated:
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2018 Through: 1/31/2019
Selected Departments Consolidated

	Current Month Totals		Gain (Loss)		Year-To-Date Totals		Gain (Loss)	
	Last Year	This Year	vs Last Year	vs Last Year	Last Year	This Year	vs Last Year	vs Last Year
Income								
40172404 State Operating Reimbursen	1,683.52	0.00	(1,683.52)	-100.0%	1,683.52	329.99	(1,353.53)	-80.4%
40174500 Sale - Fuel	56,239.42	38,623.83	(17,615.59)	-31.3%	477,086.71	518,075.75	40,989.04	8.6%
40174502 Sale - Merchandise	0.00	9.50	9.50	--.-%	219.81	223.52	3.71	1.7%
40174503 Sale - Oil	6.79	0.00	(6.79)	-100.0%	753.17	602.56	(150.61)	-20.0%
40174600 Rental Income	30,484.00	38,237.00	7,753.00	25.4%	226,692.00	259,537.50	32,845.50	14.5%
40174601 Income - Land Leases	1,804.00	1,876.00	72.00	4.0%	33,585.00	34,632.00	1,047.00	3.1%
40174617 Special Fees	2,130.30	0.00	(2,130.30)	-100.0%	10,439.55	2,162.70	(8,276.85)	-79.3%
40174618 Facility & Line Service Fees	4,500.00	2,040.00	(2,460.00)	-54.7%	17,335.00	24,705.00	7,370.00	42.5%
40174899 Miscellaneous Revenue	(450.53)	(23.71)	426.82	--.-%	673.82	1,266.77	592.95	88.0%
40174900 Operating Appropriations	14,428.75	13,300.50	(1,128.25)	-7.8%	101,011.25	93,104.50	(7,906.75)	-7.8%
Total Income:	110,826.25	94,063.12	(16,763.13)	-15.1%	869,479.83	934,640.29	65,160.46	7.5%
Expense								
54140000 Cost - Fuel	30,322.80	21,069.37	(9,253.43)	-30.5%	252,744.52	291,123.55	38,379.03	15.2%
54140002 Cost - Merchandise	0.00	77.78	77.78	--.-%	168.77	258.07	89.30	52.9%
54140003 Cost - Oil	5.22	0.00	(5.22)	-100.0%	573.00	461.20	(111.80)	-19.5%
61000000 Accrued Salaries	1,747.99	0.00	(1,747.99)	-100.0%	(171.47)	(19,422.00)	(19,250.53)	--.-%
61001000 Salaries	42,224.62	38,318.36	(3,906.26)	-9.3%	295,572.34	311,058.55	15,486.21	5.2%
61005001 Overtime Pay	1,110.88	972.11	(138.77)	-12.5%	11,619.70	11,338.25	(281.45)	-2.4%
62000000 Accrued Leave - Fringe Ben	133.72	0.00	(133.72)	-100.0%	(13.12)	(1,442.77)	(1,429.65)	--.-%
62001000 FICA	3,204.40	2,845.44	(358.96)	-11.2%	22,661.53	23,501.83	840.30	3.7%
62002000 VSRS	3,884.66	3,751.34	(133.32)	-3.4%	27,192.62	27,176.34	(16.28)	-0.1%
62005000 Hospital/Medical Plans	9,213.48	7,890.80	(1,322.68)	-14.4%	64,494.36	58,321.84	(6,172.52)	-9.6%
62005001 Retiree Health Ins	0.00	0.00	0.00	--.-%	0.00	4,489.54	4,489.54	--.-%
62006000 Group Life Insurance	553.18	501.98	(51.20)	-9.3%	3,872.26	3,744.44	(127.82)	-3.3%
62008000 Short/Long Disab - 041 FLT	34.56	97.88	63.32	183.2%	241.92	677.95	436.03	180.2%
62011000 Worker's Compensation	1,232.94	1,118.15	(114.79)	-9.3%	8,703.38	9,142.18	438.80	5.0%
63002000 Professional Svcs - Other	1,264.50	313.50	(951.00)	-75.2%	11,294.77	12,445.00	1,150.23	10.2%
63004001 Outside Repairs & Maint Ver	1.00	349.49	348.49	####.##%	13,571.10	2,042.82	(11,528.28)	-84.9%
63004003 Repair - Blgs & Grounds Out	0.00	0.00	0.00	--.-%	261.95	5,484.62	5,222.67	1993.8%
63005000 Maintenance Contracts	567.00	627.00	60.00	10.6%	5,506.00	4,542.00	(964.00)	-17.5%
63005001 State Funded Maintenance C	1,100.00	0.00	(1,100.00)	-100.0%	2,200.00	1,100.00	(1,100.00)	-50.0%
63007000 Advertising	0.00	0.00	0.00	--.-%	0.00	35.00	35.00	--.-%
63010000 Contractual Services	1,936.71	1,952.20	15.49	0.8%	13,826.97	13,665.40	(161.57)	-1.2%

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2018 Through: 1/31/2019
Selected Departments Consolidated

	Current Month Totals		Gain (Loss)		Year-To-Date Totals		Gain (Loss)	
	Last Year	This Year	vs Last Year		Last Year	This Year	vs Last Year	
65101000 Electrical Services	7,638.57	6,737.89	(900.68)	-11.8%	35,765.49	30,070.04	(5,695.45)	-15.9%
65102000 Heating Service	2,371.27	1,812.85	(558.42)	-23.5%	4,485.60	3,137.35	(1,348.25)	-30.1%
65103000 Water & Sewer Services	270.24	354.27	84.03	31.1%	1,861.61	2,735.08	873.47	46.9%
65204001 Postage Meter Expense	13.19	0.00	(13.19)	-100.0%	264.86	67.02	(197.84)	-74.7%
65204002 Telephones/Internet/TV Cabl	626.82	116.11	(510.71)	-81.5%	4,370.46	4,452.70	82.24	1.9%
65302000 Fire/Property Insurance	981.08	1,023.00	41.92	4.3%	6,867.60	7,160.00	292.40	4.3%
65305000 Motor Vehicle Insurance	452.00	508.00	56.00	12.4%	3,164.00	3,558.00	394.00	12.5%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	301.00	301.00	0.00	0.0%
65308000 General Liability Insurance	1,541.67	0.00	(1,541.67)	-100.0%	10,791.67	7,707.67	(3,084.00)	-28.6%
65401000 Office Supplies & Computers	180.34	143.53	(36.81)	-20.4%	1,393.26	1,967.67	574.41	41.2%
65405000 Janitorial Supplies	115.55	137.52	21.97	19.0%	721.26	969.68	248.42	34.4%
65407000 Repair/Maint Parts & Supplie	357.01	1,514.19	1,157.18	324.1%	9,543.20	4,759.60	(4,783.60)	-50.1%
65407001 State Reimb - Repairs/Maint	2,104.40	551.69	(1,552.71)	-73.8%	2,104.40	899.08	(1,205.32)	-57.3%
65408000 Vehicle/Equip - Parts/Supplie	587.78	110.00	(477.78)	-81.3%	5,248.79	7,840.54	2,591.75	49.4%
65408001 Airport Vehicle Fuel	915.42	902.84	(12.58)	-1.4%	6,057.48	9,911.06	3,853.58	63.6%
65410000 Employee Uniforms	(196.00)	0.00	196.00	--.-%	1,146.20	0.00	(1,146.20)	-100.0%
65413000 Operational Expense	100.64	110.51	9.87	9.8%	512.95	1,052.78	539.83	105.2%
65413001 Line Service Equipment	0.00	0.00	0.00	--.-%	0.00	1,208.41	1,208.41	--.-%
65413002 Security Materials & Supplies	22.70	149.25	126.55	557.5%	736.44	149.25	(587.19)	-79.7%
65506000 Travel Expenses	(215.59)	0.00	215.59	--.-%	1,229.57	2,110.15	880.58	71.6%
65715000 Promotional Fund Expenses	0.00	150.00	150.00	--.-%	35.00	3,464.33	3,429.33	9798.1%
65801000 Dues & Membership	(344.75)	485.00	829.75	--.-%	902.95	833.20	(69.75)	-7.7%
65804000 Va Sales Tax Paid	0.00	17.33	17.33	--.-%	50.75	42.89	(7.86)	-15.5%
65806000 Snow Removal Contingency	1,473.75	2,088.03	614.28	41.7%	2,491.20	3,012.78	521.58	20.9%
79001000 Lease/Rent Of Equipment	2,349.41	2,265.41	(84.00)	-3.6%	17,773.87	17,143.46	(630.41)	-3.5%
79101000 Loan - VRA Bond	719.56	1,219.80	500.24	69.5%	5,216.89	5,091.66	(125.23)	-2.4%
Total Expense:	120,645.72	100,325.62	(20,320.10)	-16.8%	857,357.10	879,389.21	22,032.11	2.6%
Net Income:	(9,819.47)	(6,262.50)	3,556.97	--.-%	12,122.73	55,251.08	43,128.35	355.8%

Notes: Report Period: 7/01/2018 - 1/31/2019
Selected Departments Consolidated:
WINCHESTER AVIATION

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	003596	EASTERN AVIATION FUELS	R3068042	1/30/2019		4017-081090-9001-000-000-	.00	2,100.00	12483	LEASE/RENT OF EQUIPMENT	21722
						CHECK TOTAL		2,100.00			
00000	004447	J & J JANITORIAL &	171590	1/30/2019		4017-081090-3010-000-000-	.00	1,698.33	12485	OTHER CONTRACTUAL SERVICES	21722
						CHECK TOTAL		1,698.33			
00000	004484	ERVAN MICHAEL L	8112-AIRPORT	1/30/2019		4017-081090-3002-000-000-	.00	313.50	12486	PROFESSIONAL SERVICES	21722
						CHECK TOTAL		313.50			
00000	010235	VIRGINIA AIRPORT OPERATOR	1008-SABO	1/30/2019		4017-081090-5801-000-000-	.00	100.00	703003	DUES & MEMBERSHIP	21722
00000	010235	VIRGINIA AIRPORT OPERATOR	965-FISHER	1/30/2019		4017-081090-5801-000-000-	.00	75.00	703003	DUES & MEMBERSHIP	21722
						CHECK TOTAL		175.00			
00000	010834	MCGRIFF INSURANCE	4211982	1/30/2019		4017-081090-5308-000-000-	.00	4,625.00	703005	GENERAL LIABILITY INSURANCE	21722
						CHECK TOTAL		4,625.00			
						CLASS TOTAL		8,911.83			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	003596	EASTERN AVIATION FUELS	P3059492	1/16/2019		4017-081090-5408-000-000-	.00	54.72	12409	VEHICLE AND POWERED EQUIP SUPPLIES	21719
00000	003596	EASTERN AVIATION FUELS	3057979	1/16/2019		4017-081090-5414-000-000-	.00	27,751.37	12409	MERCHANDISE FOR RESALE	21719
						CHECK TOTAL		27,806.09			
00000	004484	BRYAN MICHAEL L	8067-AIRPORT	1/16/2019		4017-081090-3002-000-000-	.00	712.50	12410	PROFESSIONAL SERVICES	21719
						CHECK TOTAL		712.50			
00000	005693	REZIN INC	3834	1/16/2019		4017-081090-3002-000-000-	.00	1,870.00	12419	PROFESSIONAL SERVICES	21719
						CHECK TOTAL		1,870.00			
22366	005778	JCI MEDIA	0001340	1/16/2019		4017-081090-5715-000-000-	.00	1,495.50	12421	PROMOTIONAL FUND	21719
						CHECK TOTAL		1,495.50			
						CLASS TOTAL		31,884.09			

AIRPORT AUTHORITY CAPITAL PROJECTS

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
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22236	003802	DELTA AIRPORT CONSULTANTS	7-18025	1/30/2019		4085-081030-8801-000-160-	.00	3,294.76	12484	RELOCATE TAXIWAY A PHASE 1 DEMO	21722
						CHECK TOTAL		3,294.76			
						CLASS TOTAL		3,294.76			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
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00000	009000	VIRGINIA DEPT OF TAXATION	2NDQIR-FY19A	1/10/2019		4017-081090-5804-000-000-	.00	17.33	12394	TAXES-FED, EXCISE & STATE	21718
						CHECK TOTAL		17.33			
						CLASS TOTAL		17.33			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-3010-000-000-	.00	253.87	12464	OTHER CONTRACTUAL SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5101-000-000-	.00	5,492.90	12464	ELECTRICAL SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5102-000-000-	.00	120.89	12464	HEATING SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5102-000-000-	.00	286.46	12464	HEATING SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5102-000-000-	.00	176.47	12464	HEATING SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5102-000-000-	.00	362.92	12464	HEATING SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5103-000-000-	.00	95.18	12464	WATER & SEWAGE SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5103-000-000-	.00	52.23	12464	WATER & SEWAGE SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5103-000-000-	.00	254.21	12464	WATER & SEWAGE SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5103-000-000-	.00	114.16	12464	WATER & SEWAGE SERVICES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5204-000-002-	.00	564.38	12464	TELEPHONE	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5204-000-002-	.00	535.16	12464	TELEPHONE	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5401-000-000-	.00	63.65	12464	OFFICE SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5401-000-000-	.00	28.93	12464	OFFICE SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5405-000-000-	.00	232.87	12464	JANITORIAL SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5405-000-000-	.00	24.85	12464	JANITORIAL SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5407-000-000-	.00	4.95	12464	REPAIR AND MAINTENANCE SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5407-000-000-	.00	98.42	12464	REPAIR AND MAINTENANCE SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5407-000-000-	.00	136.00	12464	REPAIR AND MAINTENANCE SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5407-000-000-	.00	1.90	12464	REPAIR AND MAINTENANCE SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5407-000-000-	.00	13.44	12464	REPAIR AND MAINTENANCE SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5408-000-000-	.00	149.00	12464	VEHICLE AND POWERED EQUIP SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5408-000-001-	.00	948.86	12464	VEHICLE GAS-AIRPORT USE	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5408-000-001-	.00	36.00	12464	VEHICLE GAS-AIRPORT USE	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5413-000-000-	.00	60.23	12464	OTHER OPERATING SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5413-000-000-	.00	24.48	12464	OTHER OPERATING SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-5413-000-000-	.00	384.91	12464	OTHER OPERATING SUPPLIES	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-9001-000-000-	.00	165.41	12464	LEASE/RENT OF EQUIPMENT	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-9001-000-000-	.00	89.00	12464	LEASE/RENT OF EQUIPMENT	21724	
00000	007822	BANK OF AMERICA N A	12/31/2018	1/25/2019		4017-081090-9001-000-000-	.00	114.00	12464	LEASE/RENT OF EQUIPMENT	21724	
CHECK TOTAL								10,875.83				
CLASS TOTAL								10,875.83				

**Winchester Regional
Airport
Fuel Gallons Sold**

TOTAL GALLONS OF FUEL PRODUCTS SOLD																	Increase/ (Decrease) Over Prior Year	
Fiscal Year	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Over/ (Short)
July	29,067	29,004	32,148	39,991	44,406	52,458	42,724	29,277	31,814	36,654	18,673	19,778	15,431	17,079	22,444	16,418	17,148	730
August	31,600	30,703	32,205	49,471	44,298	53,349	36,611	26,159	24,324	34,261	19,755	17,900	15,552	18,267	15,699	14,004	19,439	5,435
September	31,584	31,070	32,730	47,833	40,415	41,111	36,983	29,081	27,575	6,733	19,177	20,136	20,680	15,485	15,028	15,144	14,945	(199)
October	35,137	44,219	42,898	49,156	48,472	54,712	40,344	36,999	32,623	5,658	17,645	20,085	21,535	19,072	20,578	18,087	15,493	(2,594)
November	28,229	36,589	32,256	37,899	40,906	44,937	28,282	26,294	26,193	4,599	25,527	13,361	12,474	12,393	14,097	14,811	13,661	(1,150)
December	22,104	25,514	34,088	32,217	34,816	30,299	24,216	23,396	19,468	9,701	17,367	11,706	9,372	14,146	8,887	12,882	10,971	(1,911)
January	19,881	26,933	34,354	33,370	36,369	25,001	20,456	21,370	23,108	16,610	21,208	10,443	7,351	7,376	8,787	12,195	7,379	(4,816)
February	16,372	36,979	39,873	41,432	30,564	28,430	18,250	15,900	23,091	19,477	11,316	8,987	7,587	7,877	13,733	11,535		
March	24,803	52,501	48,839	55,044	30,069	25,002	28,433	23,362	29,594	17,122	13,238	12,287	6,922	9,384	10,481	13,095		
April	30,834	46,511	56,674	53,708	32,760	34,396	29,187	31,277	23,299	16,214	14,214	13,910	13,692	11,735	11,976	14,175		
May	26,609	40,725	43,364	51,963	45,042	39,383	26,908	31,700	29,507	28,509	21,282	13,669	13,077	12,943	14,980	17,472		
June	25,836	47,148	53,309	50,846	40,219	38,584	35,972	34,248	30,783	21,605	19,214	18,127	11,742	21,351	19,781	20,428		
Total	322,055	447,894	482,738	542,931	468,336	467,661	368,366	329,063	321,378	217,142	218,618	180,388	155,414	167,106	176,468	180,246	99,036	(4,506)

BREAKDOWN BY FUEL TYPE - GALLONS ONLY																				
Fiscal Year	FY 2011		FY 2012		FY 2013		FY 2014		FY 2015		FY 2016		FY 2017		FY 2018		FY 2019		Increase/(Decrease)	
	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas
July	23,974	7,840	29,620	7,034	13,227	5,446	14,211	5,567	10,055	5,376	11,415	5,664	16,445	5,999	11,582	4,836	12,272	4,876	690	40
August	15,974	8,350	28,547	5,714	13,919	5,836	13,172	4,728	9,768	5,784	11,580	6,687	9,409	6,290	8,899	5,105	14,622	4,817	5,723	(288)
September	20,674	6,901	5,013	1,720	13,529	5,648	12,525	7,611	14,310	6,370	8,504	6,981	8,887	6,141	10,140	5,004	11,723	3,222	1,583	(1,782)
October	23,795	8,828	3,162	2,496	11,602	6,043	13,605	6,480	16,647	4,888	13,265	5,807	13,788	6,790	13,242	4,845	12,090	3,403	(1,152)	(1,442)
November	18,459	7,734	2,374	2,225	18,795	6,732	9,002	4,359	8,970	3,504	8,532	3,861	9,389	4,708	10,929	3,882	10,780	2,881	(149)	(1,001)
December	14,455	5,013	7,605	2,096	14,273	3,094	8,751	2,955	6,174	3,198	10,515	3,631	5,854	3,033	9,143	3,739	7,835	3,136	(1,308)	(603)
January	19,156	3,952	13,661	2,949	17,876	3,332	8,348	2,095	5,436	1,915	5,191	2,185	6,334	2,453	9,686	2,509	5,413	1,966	(4,273)	(543)
February	18,794	4,297	16,482	2,995	9,341	1,975	6,063	2,924	5,543	2,044	5,604	2,273	9,983	3,750	9,232	2,303				
March	22,797	6,797	13,285	3,837	9,293	3,945	9,523	2,764	4,555	2,367	6,604	2,780	7,050	3,431	9,071	4,024				
April	18,591	4,708	12,039	4,175	9,821	4,393	8,757	5,153	8,498	5,194	7,476	4,259	8,157	3,819	10,462	3,713				
May	24,154	5,353	22,495	6,014	16,227	5,055	8,749	4,920	6,813	6,264	9,216	3,727	11,397	3,583	12,977	4,495				
June	23,656	7,127	15,558	6,047	13,245	5,969	11,976	6,151	7,088	4,654	15,519	5,832	14,852	4,929	12,771	7,657				
Total	244,479	76,899	169,841	47,301	161,148	57,470	124,682	55,706	103,857	51,557	113,421	53,685	121,545	54,923	128,134	52,112	74,735	24,301	1,114	(5,620)