



## **WINCHESTER REGIONAL AIRPORT**

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

### **Agenda Regular Business Meeting**

The Winchester Regional Airport Authority will meet in the Terminal Building Conference Room, Thursday, February 20, 2014 at 5:00 p.m.

#### **Richard Largent, Chairman, Presiding**

1. Open Meeting
2. Approve Meeting Agenda
3. Approve Minutes – January 16, 2014 – Regular Business Meeting
4. Comments – Audience
5. Chairman – Opening Remarks
6. Committee Reports
  - a. Financial Report – Secretary/Treasurer – Gerald Smith, Jr.  
January 2014 Financial Report
  - b. Building/Lease – Paul Anderson
  - c. Minimum Standards/Personnel/Security – David Reichert
  - d. Marketing/Development – Bill Pifer
7. Comments – Executive Director
8. Comments – Board Members
9. Adjourn

**January 2014 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., January 16, 2014.

**Present:** Richard Largent, Gene Fisher, Bill Pifer, Gerald (J. J.) Smith, David Reichert, John Crawford

**Absent:** Paul Anderson, Frank Haun, Dan Murray

**CALL TO ORDER**

Chairman Richard Largent called the meeting to order at 5:00 p.m.

**APPROVE MEETING AGENDA**

**Motion:** Approve agenda as presented – Bill Pifer, second Gene Fisher. Motion passed.

**APPROVE MEETING MINUTES – November 21, 2013 Regular Business Meeting, December 19, 2013 Canceled**

**Motion:** Approve meeting minutes from November 21, 2013 Regular Business Meeting as presented – Gene Fisher, second Bill Pifer. Motion passed.

**COMMENTS – AUDIENCE**

None

**COMMENTS – CHAIRMAN**

Chairman Largent informed board members that he had requested the executive director to make a brief summary presentation of the Master Plan at the March 2014 business meeting of the Authority. He felt it would be a refresher for members to understand where the Authority is with the overall plan and to get an understanding of what is planned for the next several years.

**COMMITTEE REPORTS**

**(a) Finance Reports – J. J. Smith, Secretary/Treasurer**

The treasurer, J. J. Smith presented the financial reports in detail for the months of November and December 2013.

**Motion:** Approve financial reports as presented – Bill Pifer, second Dave Reichert.

**(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 – No meeting**

Committee Chairman Pifer briefed members on the status and efforts regarding the newsletter. He stated that it was an ongoing process with the committee to get input for the content from users and businesses on the airport. Board members offered suggestions on additional features that could be added to the newsletter.

**EXECUTIVE DIRECTOR COMMENTS**

Ms. Manuel updated the board on the status of the Airport Equipment Storage building project.

**COMMENTS – BOARD MEMBERS - None**

**ADJOURNMENT**

There being no further business motion to adjourn at 5:50 p.m. by John Crawford, second by Dave Reichert passed.

Respectfully submitted,

J. J. Smith, Secretary/Treasurer

# Winchester Regional Airport Authority

## General Ledger Balance Sheet Report

As Of: 1/31/2014

All Departments Consolidated

### Assets

10171010.001	County Operating Cash	(384,176.60)
10171010.005	Cash Reserve Fund	422,157.70
10171011.000	Petty Cash	500.00
10171080.005	Inventory - Jet-A	71,601.76
10171080.006	Inventory - Avgas	66,386.72
10171082.000	Inventory - Merchandise	1,227.21
10171083.000	Inventory - Oil	527.79
10171084.000	Inventory - Automobile Gas/Airport Use	1,668.64
10171085.000	Inventory - Diesel Airport Use	1,919.87
10171090.002	Pre-Paid Fire Insurance	3,770.00
10171090.005	Pre-Paid Motor Vehicle Insurance	2,434.10
10171090.007	Pre-Paid Public Officials Risk Ins	215.00
10171094.000	Prepaid Postage	505.01
10171153.001	Oper Accounts Receivable	41,386.65
10171153.004	Oper Revenue Due From City Of Winchester	(3,041.69)
10851010.001	County Capital Cash	47,564.33
10851100.000	Construction In Progress	416,707.57
10851153.002	Capital A/R Due From City Of Winchester	29,436.00
10851153.003	Capital A/R Due From Clarke County	625.00
10851153.007	Capital A/R Due From State Government	80,767.58
10851200.001	Fixed Assets	32,703,117.98
10851200.002	Less Accumulated Depreciation	(9,904,842.46)
<b>Total Assets:</b>		<b>23,600,458.16</b>

### Liabilities

20172020.000	Accounts Payable - Operating Fund	681.68
20172020.001	Accts Payable Credit Card Charges	19,079.95
20172021.001	Wachovia Loan - VRA	626,946.58
20172094.000	Accrued Leave	72,662.94
20172804.000	Virginia State Sales Tax	1.50
20172900.000	Deferred Revenue	42,000.00
20852020.000	Accounts Payable - Capital Fund	99,542.90
30000000.000	Current Earnings	522,231.04
30000001.000	Retained Earnings	22,217,311.57
<b>Total Liabilities And Equity:</b>		<b>23,600,458.16</b>

### Notes:

All Departments Consolidated.

**Winchester Regional Airport Authority**  
**General Ledger Standard Income Report**  
For The Period: 7/01/2013 Through: 1/31/2014  
Selected Departments Consolidated

**Income**

	1/31/2014 MTD	Year-To-Date
40172404 State Operating Reimbursement	0.00	7,493.70
40174500 Sale - Fuel	56,075.55	614,493.21
40174502 Sale - Merchandise	7.14	233.17
40174503 Sale - Oil	21.24	713.78
40174505 Sale - Deicing Chemical	250.00	750.00
40174600 Rental Income	35,293.50	246,249.00
40174601 Income - Land Leases	1,541.00	27,572.00
40174617 Special & Misc Fees	2,553.50	12,717.91
40174618 Facility & Service Fees	1,675.00	7,775.00
40174899 Miscellaneous Revenue	452.40	5,200.14
40174900 Operating Appropriations	5,336.25	37,353.75
40174901 Insurance Claim Recovery	0.00	2,669.96
<b>Total Income:</b>	<b>103,205.58</b>	<b>963,221.62</b>

**Expense**

	1/31/2014 MTD	Year-To-Date
54140000 Cost - Fuel	39,383.63	442,159.35
54140002 Cost - Merchandise	5.47	192.90
54140003 Cost - Oil	15.03	732.90
54140004 Cost - Catering	152.99	503.16
61000000 Accrued Salaries	1,265.27	2,601.13
61001000 Salaries	35,089.32	242,139.46
61005000 Overtime/Holiday/Comp Pay	1,648.05	11,755.94
62000000 Accrued Leave - Fringe Benefit Expense	96.80	198.98
62001000 FICA	2,645.54	18,284.21
62002000 VSRS	3,996.70	27,579.76
62005000 Hospital/Medical Plans	6,808.20	47,657.40
62006000 Group Life Insurance	417.58	2,881.58
62011000 Worker's Compensation	1,309.62	9,046.40
63002000 Professional Svcs - Other	0.00	6,371.00
63004001 Outside Repairs & Maint Vehicle/Equip	0.00	1,194.03
63004003 Repair - Blgs & Grounds Outside Repairs	1,247.00	1,380.50
63005000 Maintenance Contracts	567.00	5,822.00
63007000 Advertising	0.00	128.70
63010000 Contractual Services	2,256.49	15,607.31
65101000 Electrical Services	0.00	26,947.56
65102000 Heating Service	741.43	2,947.09
65103000 Water & Sewer Services	164.89	2,040.65
65204001 Postage Meter Expense	49.15	422.20
65204002 Telephones Expense	553.15	3,469.70
65302000 Fire/Property Insurance	754.00	5,457.48
65305000 Motor Vehicle Insurance	486.82	3,539.52
65307000 Public Officials Liability Ins	43.00	301.00
65308000 General Liability Insurance	1,583.33	10,995.42
65401000 Office Supplies	424.42	2,196.00
65405000 Janitorial Supplies	156.96	810.35
65407000 Repair/Maint Supplies	276.80	4,111.96
65407001 State Reimb - Repairs/Maint/Supplies	1,530.94	5,266.22
65408000 Vehicle/Equip - Parts/Supplies	312.89	7,829.97
65408001 Airport Vehicle Fuel	3,040.16	11,327.90

Run: 2/10/2014  
10:54AM

**Winchester Regional Airport Authority**  
**General Ledger Standard Income Report**  
For The Period: 7/01/2013 Through: 1/31/2014  
Selected Departments Consolidated

Page: 2 of 2

	<u>1/31/2014 MTD</u>	<u>Year-To-Date</u>
65410000 Employee Uniforms	0.00	1,016.33
65413000 Operational Expense	0.00	89.92
65413001 Line Service Equipment	0.00	816.57
65413002 Security Materials & Supplies	0.00	740.14
65506000 Travel Expenses	0.00	1,754.67
65715000 Promotional Fund Expenses	0.00	8,596.24
65801000 Dues & Membership	760.00	831.30
65804000 Va Sales Tax Paid	0.00	48.25
65806000 Snow Removal Contingency Fund	11,754.50	16,056.58
69001000 Lease/Rent Of Equipment	3,603.63	31,378.41
69101000 Loan - VRA Bond	2,557.19	18,536.95
<b>Total Expense:</b>	<b>125,697.95</b>	<b>1,003,765.09</b>
<b>Net Income:</b>	<b>(22,492.37)</b>	<b>(40,543.47)</b>

Notes: Report Period: 7/01/2013 - 1/31/2014  
Selected Departments Consolidated:  
Operational Fund

# Winchester Regional Airport Authority

## General Ledger Two-Year Income Report

For the Current-Year Period: 7/01/2013 Through: 1/31/2014  
Selected Departments Consolidated

	Current Month Totals		Gain (Loss)		Year-To-Date Totals		Gain (Loss)	
	Last Year	This Year	Last Year	vs Last Year	Last Year	This Year	vs Last Year	vs Last Year
<b>Income</b>								
40172404 State Operating Reimburse	0.00	0.00	0.00	---	9,626.77	7,493.70	(2,133.07)	-22.2%
40174500 Sale - Fuel	115,602.44	56,075.55	(59,526.89)	-51.5%	764,527.79	614,493.21	(150,034.58)	-19.6%
40174502 Sale - Merchandise	36.14	7.14	(29.00)	-80.2%	393.04	233.17	(159.87)	-40.7%
40174503 Sale - Oil	51.84	21.24	(30.60)	-59.0%	343.48	713.78	370.30	107.8%
40174505 Sale - Deicing Chemical	50.00	250.00	200.00	400.0%	1,525.00	750.00	(775.00)	-50.8%
40174600 Rental Income	32,220.00	35,293.50	3,073.50	9.5%	219,135.00	246,249.00	27,114.00	12.4%
40174601 Income - Land Leases	1,482.00	1,541.00	59.00	4.0%	26,831.00	27,572.00	741.00	2.8%
40174617 Special & Misc Fees	2,496.82	2,553.50	56.68	2.3%	12,962.44	12,717.91	(244.53)	-1.9%
40174618 Facility & Service Fees	935.00	1,675.00	740.00	79.1%	7,565.00	7,775.00	210.00	2.8%
40174899 Miscellaneous Revenue	1,231.70	452.40	(779.30)	-63.3%	3,088.74	5,200.14	2,111.40	68.4%
40174900 Operating Appropriations	2,273.92	5,336.25	3,062.33	134.7%	15,917.44	37,353.75	21,436.31	134.7%
40174901 Insurance Claim Recovery	0.00	0.00	0.00	---	0.00	2,669.96	2,669.96	---
<b>Total Income:</b>	<b>156,379.86</b>	<b>103,205.58</b>	<b>(53,174.28)</b>	<b>-34.0%</b>	<b>1,061,915.70</b>	<b>963,221.62</b>	<b>(98,694.08)</b>	<b>-9.3%</b>
<b>Expense</b>								
54140000 Cost - Fuel	80,842.21	39,383.63	(41,458.58)	-51.3%	542,469.40	442,159.35	(100,310.05)	-18.5%
54140002 Cost - Merchandise	31.20	5.47	(25.73)	-82.5%	429.56	192.90	(236.66)	-55.1%
54140003 Cost - Oil	37.56	15.03	(22.53)	-60.0%	253.73	732.90	479.17	188.9%
54140004 Cost - Catering	0.00	152.99	152.99	---	122.25	503.16	380.91	311.6%
54140005 Cost - Deicing Chemicals	0.00	0.00	0.00	---	2,691.00	0.00	(2,691.00)	-100.0%
61000000 Accrued Salaries	1,927.31	1,265.27	(662.04)	-34.4%	442.87	2,601.13	2,158.26	487.3%
61001000 Salaries	33,387.59	35,089.32	1,701.73	5.1%	222,540.98	242,139.46	19,598.48	8.8%
61005000 Overtime/Holiday/Comp Pay	1,212.69	1,648.05	435.36	35.9%	10,452.02	11,755.94	1,303.92	12.5%
62000000 Accrued Leave - Fringe Ben	147.44	96.80	(50.64)	-34.3%	33.88	198.98	165.10	487.3%
62001000 FICA	2,558.82	2,645.54	86.72	3.4%	18,105.91	18,284.21	178.30	1.0%
62002000 VSRS	3,566.92	3,996.70	429.78	12.0%	24,822.94	27,579.76	2,756.82	11.1%
62005000 Hospital/Medical Plans	5,177.78	6,808.20	1,630.42	31.5%	35,833.00	47,657.40	11,824.40	33.0%
62006000 Group Life Insurance	372.68	417.58	44.90	12.0%	2,593.54	2,881.58	288.04	11.1%
62011000 Worker's Compensation	1,124.80	1,309.62	184.82	16.4%	7,548.57	9,046.40	1,497.83	19.8%
63002000 Professional Svcs - Other	0.00	0.00	0.00	---	4,589.50	6,371.00	1,781.50	38.8%
63004001 Outside Repairs & Maint Ver	141.39	0.00	(141.39)	-100.0%	6,591.39	1,194.03	(5,397.36)	-81.9%
63004002 State Reimbursable Outside	0.00	0.00	0.00	---	2,898.42	0.00	(2,898.42)	-100.0%
63004003 Repair - Blgs & Grounds Out	0.00	1,247.00	1,247.00	---	0.00	1,380.50	1,380.50	---
63005000 Maintenance Contracts	546.00	567.00	21.00	3.8%	5,316.42	5,822.00	505.58	9.5%

# Winchester Regional Airport Authority

## General Ledger Two-Year Income Report

For the Current-Year Period: 7/01/2013 Through: 1/31/2014

Selected Departments Consolidated

	Current Month Totals		Gain (Loss) vs Last Year		Year-To-Date Totals		Gain (Loss) vs Last Year		
	Last Year	This Year	Last Year	This Year	Last Year	This Year	Last Year	This Year	
63007000 Advertising	0.00	0.00	0.00	0.00	0.00	128.70	128.70	128.70	---
63010000 Contractual Services	2,377.96	2,256.49	(121.47)	(121.47)	17,306.94	15,607.31	(1,699.63)	(1,699.63)	-9.8%
65101000 Electrical Services	6,079.10	0.00	(6,079.10)	(6,079.10)	32,637.42	26,947.56	(5,689.86)	(5,689.86)	-17.4%
65102000 Heating Service	1,479.94	741.43	(738.51)	(738.51)	3,036.82	2,947.09	(89.73)	(89.73)	-3.0%
65103000 Water & Sewer Services	190.65	164.89	(25.76)	(25.76)	1,623.89	2,040.65	416.76	416.76	25.7%
65204001 Postage Meter Expense	18.40	49.15	30.75	30.75	280.27	422.20	141.93	141.93	50.6%
65204002 Telephones Expense	411.82	553.15	141.33	141.33	2,911.38	3,469.70	558.32	558.32	19.2%
65302000 Fire/Property Insurance	933.48	754.00	(179.48)	(179.48)	8,491.79	5,457.48	(3,034.31)	(3,034.31)	-35.7%
65305000 Motor Vehicle Insurance	618.62	486.82	(131.80)	(131.80)	5,083.95	3,539.52	(1,544.43)	(1,544.43)	-30.4%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.00	301.00	301.00	0.00	0.00	0.0%
65308000 General Liability Insurance	1,495.42	1,583.33	87.91	87.91	10,546.67	10,995.42	448.75	448.75	4.3%
65401000 Office Supplies	232.91	424.42	191.51	191.51	1,986.25	2,196.00	209.75	209.75	10.6%
65405000 Janitorial Supplies	72.75	156.96	84.21	84.21	769.38	810.35	40.97	40.97	5.3%
65407000 Repair/Maint Supplies	1,434.73	276.80	(1,157.93)	(1,157.93)	4,159.54	4,111.96	(47.58)	(47.58)	-1.1%
65407001 State Reimb - Repairs/Maint	830.00	1,530.94	700.94	700.94	3,042.38	5,266.22	2,223.84	2,223.84	73.1%
65408000 Vehicle/Equip - Parts/Supplie	38.90	312.89	273.99	273.99	6,046.55	7,829.97	1,783.42	1,783.42	29.5%
65408001 Airport Vehicle Fuel	1,530.91	3,040.16	1,509.25	1,509.25	9,272.44	11,327.90	2,055.46	2,055.46	22.2%
65410000 Employee Uniforms	366.69	0.00	(366.69)	(366.69)	607.59	1,016.33	408.74	408.74	67.3%
65413000 Operational Expense	738.44	0.00	(738.44)	(738.44)	3,241.82	89.92	(3,151.90)	(3,151.90)	-97.2%
65413001 Line Service Equipment	455.69	0.00	(455.69)	(455.69)	1,484.33	816.57	(667.76)	(667.76)	-45.0%
65413002 Security Materials & Supplies	0.00	0.00	0.00	0.00	2,120.52	740.14	(1,380.38)	(1,380.38)	-65.1%
65506000 Travel Expenses	0.00	0.00	0.00	0.00	1,066.04	1,754.67	688.63	688.63	64.6%
65715000 Promotional Fund Expenses	0.00	0.00	0.00	0.00	11,076.26	8,596.24	(2,480.02)	(2,480.02)	-22.4%
65801000 Dues & Membership	35.00	760.00	725.00	725.00	313.50	831.30	517.80	517.80	165.2%
65804000 Va Sales Tax Paid	0.00	0.00	0.00	0.00	32.12	48.25	16.13	16.13	50.2%
65806000 Snow Removal Contingency	4,535.84	11,754.50	7,218.66	7,218.66	8,406.32	16,056.58	7,650.26	7,650.26	91.0%
65807001 Merit Reserve	0.00	0.00	0.00	0.00	11,771.56	0.00	(11,771.56)	(11,771.56)	-100.0%
68001000 Capital - Machinery/Equipme	0.00	0.00	0.00	0.00	5,600.00	0.00	(5,600.00)	(5,600.00)	-100.0%
69001000 Lease/Rent Of Equipment	4,788.63	3,603.63	(1,185.00)	(1,185.00)	29,167.41	31,378.41	2,211.00	2,211.00	7.6%
69101000 Loan - VRA Bond	10,533.32	2,557.19	(7,976.13)	(7,976.13)	73,733.25	18,536.95	(55,196.30)	(55,196.30)	-74.9%
<b>Total Expense:</b>	<b>170,316.59</b>	<b>125,697.95</b>	<b>(44,618.64)</b>	<b>(44,618.64)</b>	<b>1,143,852.77</b>	<b>1,003,765.09</b>	<b>(140,087.68)</b>	<b>(140,087.68)</b>	<b>-12.2%</b>
<b>Net Income:</b>	<b>(13,936.73)</b>	<b>(22,492.37)</b>	<b>(8,555.64)</b>	<b>(8,555.64)</b>	<b>(81,937.07)</b>	<b>(40,543.47)</b>	<b>41,393.60</b>	<b>41,393.60</b>	<b>---</b>



**Winchester Regional Airport Authority**  
**General Ledger Two-Year Income Report**

For the Current-Year Period: 7/01/2013 Through: 1/31/2014  
Selected Departments Consolidated

	Current Month Totals	Gain (Loss)	Year-To-Date Totals	Gain (Loss)
	Last Year	This Year	Last Year	vs Last Year
			This Year	vs Last Year

Notes: Report Period: 7/01/2013 - 1/31/2014  
Selected Departments Consolidated:  
Operational Fund

63004003 - Outside Repairs Bldg - \$1247.00				
To work on compressor on AC unit in Aug 2013				
65407001 - State Repair - \$1530.94				
To repair 2 MALSRS Flasher Boards to have for back-up 100% reimbursable. Billed on 2/5/2014				
65408001 - Airport Vehicle Fuel - Up over last year				
Increased snow removal operations				
65806000 - Snow Removal Fund - \$11,754.50				
7 loads of Urea in Jan. 2014				
10 loads of Urea from 11/25/13-1/31/14				

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	004447	J & J JANITORIAL &	4754-2014	1/16/2014		4017-081090-3010-000-000-	.00	1,698.33	4741	OTHER CONTRACTUAL SERVICES	21064
						CHECK TOTAL		1,698.33			
00000	005874	ASCENT AVIATION GROUP INC	219659	1/16/2014		4017-081090-5414-000-000-	.00	27,346.10	4744	MERCHANDISE FOR RESALE	21064
00000	005874	ASCENT AVIATION GROUP INC	ML17920	1/16/2014		4017-081090-9001-000-000-	.00	3,165.00	4744	LEASE/RENT OF EQUIPMENT	21064
						CHECK TOTAL		30,511.10			
00000	000134	FRED CO SANITATION	2820-A	1/16/2014		4017-081090-5103-000-000-	.00	68.31	667644	WATER & SEWAGE SERVICES	21064
00000	000134	FRED CO SANITATION	987-A	1/16/2014		4017-081090-5103-000-000-	.00	88.07	667644	WATER & SEWAGE SERVICES	21064
00000	000134	FRED CO SANITATION	645-A-2	1/16/2014		4017-081090-5103-000-000-	.00	34.27	667644	WATER & SEWAGE SERVICES	21065
						CHECK TOTAL		190.65			
00000	003654	COMMONWEALTH OF VIRGINIA	2NDQIR-2014-A	1/16/2014		4017-081090-5804-000-000-	.00	23.67	667657	TAXES-FED,EXCISE & STATE	21064
						CHECK TOTAL		23.67			
00000	005376	FLYNN MARK K	18	1/16/2014		4017-081090-3002-000-000-	.00	729.00	667663	PROFESSIONAL SERVICES	21064
						CHECK TOTAL		729.00			
						CLASS TOTAL		33,152.75			

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	12/31/2013	1/24/2014		4017-081090-3004-000-001-	.00	19.00	4777	REPAIR & MAINTENANCE EQUIP.	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-3010-000-000-	.00	422.32	4777	OTHER CONTRACTUAL SERVICES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5204-000-001-	.00	23.65	4777	POSTAGE	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5204-000-001-	.00	24.15	4777	POSTAGE	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5204-000-002-	.00	484.10	4777	TELEPHONE	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5204-000-002-	.00	68.95	4777	TELEPHONE	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5204-000-002-	.00	19.35	4777	TELEPHONE	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5401-000-000-	.00	297.17	4777	OFFICE SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5401-000-000-	.00	78.33	4777	OFFICE SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5407-000-000-	.00	27.23	4777	REPAIR AND MAINTENANCE SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5407-000-000-	.00	396.61	4777	REPAIR AND MAINTENANCE SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5407-000-000-	.00	11.90	4777	REPAIR AND MAINTENANCE SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5407-000-000-	.00	129.93	4777	REPAIR AND MAINTENANCE SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5408-000-000-	.00	39.75	4777	VEHICLE AND POWERED EQUIP SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5408-000-000-	.00	109.00	4777	VEHICLE AND POWERED EQUIP SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5408-000-000-	.00	15.79	4777	VEHICLE AND POWERED EQUIP SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5410-000-000-	.00	59.33	4777	UNIFORMS	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5413-000-000-	.00	80.88	4777	OTHER OPERATING SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5413-000-002-	.00	54.25	4777	SECURITY MATERIALS & SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5413-000-002-	.00	358.29	4777	SECURITY MATERIALS & SUPPLIES	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5806-000-000-	.00	1,703.39	4777	SNOW REMOVAL CONTINGENCY	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5806-000-000-	.00	830.65	4777	SNOW REMOVAL CONTINGENCY	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5806-000-000-	.00	304.11	4777	SNOW REMOVAL CONTINGENCY	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5806-000-000-	.00	41.21	4777	SNOW REMOVAL CONTINGENCY	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-5806-000-000-	.00	72.36	4777	SNOW REMOVAL CONTINGENCY	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-9001-000-000-	.00	270.63	4777	LEASE/RENT OF EQUIPMENT	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-9001-000-000-	.00	168.00	4777	LEASE/RENT OF EQUIPMENT	21070
00000	007822	BANK OF AMERICA N A	12/31/2013	1/24/2014		4017-081090-9001-000-000-	.00	114.00	4777	LEASE/RENT OF EQUIPMENT	21070
CHECK TOTAL								6,224.33			
CLASS TOTAL								6,224.33			

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	005874	ASCENT AVIATION GROUP INC	ML18164	1/30/2014		4017-081090-5414-000-000-	.00	29.26	4788	MERCHANDISE FOR RESALE	21072
						CHECK TOTAL		29.26			
00000	007066	RAPPAHANNOCK ELECTRIC	11401-A	1/30/2014		4017-081090-5101-000-000-	.00	73.50	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	1234-A	1/30/2014		4017-081090-5101-000-000-	.00	102.49	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	1556-A	1/30/2014		4017-081090-5101-000-000-	.00	170.69	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	15703-A	1/30/2014		4017-081090-5101-000-000-	.00	92.44	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	27677-A	1/30/2014		4017-081090-5101-000-000-	.00	633.68	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	4108-A	1/30/2014		4017-081090-5101-000-000-	.00	453.76	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	41779-A	1/30/2014		4017-081090-5101-000-000-	.00	174.23	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	43703-A	1/30/2014		4017-081090-5101-000-000-	.00	253.79	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	6678-A	1/30/2014		4017-081090-5101-000-000-	.00	37.72	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	71037-A	1/30/2014		4017-081090-5101-000-000-	.00	292.17	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	74-A	1/30/2014		4017-081090-5101-000-000-	.00	223.55	4802	ELECTRICAL SERVICES	21072
00000	007066	RAPPAHANNOCK ELECTRIC	8391-A	1/30/2014		4017-081090-5101-000-000-	.00	3,283.61	4802	ELECTRICAL SERVICES	21072
						CHECK TOTAL		5,791.63			
00000	000016	EB&T INSURANCE SERVICES	3464987	1/30/2014		4017-081090-5308-000-000-	.00	4,750.00	667865	GENERAL LIABILITY INSURANCE	21072
						CHECK TOTAL		4,750.00			
00000	001474	WASHINGTON GAS -	3339-A	1/30/2014		4017-081090-5102-000-000-	.00	300.36	667871	HEATING SERVICES	21073
00000	001474	WASHINGTON GAS -	33685-A	1/30/2014		4017-081090-5102-000-000-	.00	174.10	667871	HEATING SERVICES	21073
00000	001474	WASHINGTON GAS -	9330-A	1/30/2014		4017-081090-5102-000-000-	.00	266.97	667871	HEATING SERVICES	21073
						CHECK TOTAL		741.43			
						CLASS TOTAL		11,312.32			

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
21550	002684	LANIZ CONSTRUCTION OF	697-1300001	1/16/2014		4085-081030-8801-000-074-	.00	157,585.05	4736	MAINTENANCE FACILITY DESIGN	21064
						CHECK TOTAL		157,585.05			
21556	005824	VAISALA INC	30176867	1/16/2014		4085-081030-8801-000-043-	.00	26,333.00	667671	STATE ELIGIBLE MAINTENANCE REPAIRS	21064
						CHECK TOTAL		26,333.00			
21584	999999	WASHINGTON GAS	JAN-2014	1/16/2014		4085-081030-8801-000-074-	.00	5,523.00	667716	MAINTENANCE FACILITY DESIGN	21064
						CHECK TOTAL		5,523.00			
						CLASS TOTAL		189,441.05			

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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21551	003802	DELTA AIRPORT CONSULTANTS	13-12033	1/30/2014		4085-081030-8801-000-074-	.00	15,591.04	667877	MAINTENANCE FACILITY DESIGN	21072
						CHECK TOTAL		15,591.04			
						CLASS TOTAL		15,591.04			

**Winchester Regional  
Airport  
Fuel Gallons Sold**

GALLONS OF TOTAL PRODUCT SOLD													Increase/ (Decrease) Over Prior Year			
Fiscal Year	FY 2000	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Over/ (Short)
July	22,131	23,509	28,082	29,067	29,004	32,148	39,991	44,406	52,458	42,724	29,277	31,814	36,654	18,673	19,778	1,105
August	24,807	26,762	27,600	31,600	30,703	32,205	49,471	44,298	53,349	36,611	26,159	24,324	34,261	19,755	17,900	(1,856)
September	22,804	26,767	27,763	31,584	31,070	32,730	47,833	40,415	41,111	36,983	29,081	27,575	6,733	19,177	20,136	959
October	24,327	34,004	35,891	35,137	44,219	42,898	49,156	48,472	54,712	40,344	36,999	32,623	5,658	17,645	20,085	2,439
November	22,480	21,332	36,267	28,229	36,589	32,256	37,899	40,906	44,937	28,282	26,294	26,193	4,599	25,527	13,361	(12,166)
December	19,261	11,139	21,518	22,104	25,514	34,088	32,217	34,816	30,299	24,216	23,396	19,468	9,701	17,367	11,706	(5,661)
January	12,601	18,199	24,778	19,881	26,933	34,354	33,370	36,369	25,001	20,456	21,370	23,108	16,610	21,208	10,443	(10,765)
February	14,724	17,036	29,183	16,372	36,979	39,873	41,432	30,564	28,430	18,250	15,900	23,091	19,477	11,316		
March	21,563	25,421	25,862	24,803	52,501	48,839	55,044	30,069	25,002	28,433	23,362	29,594	17,122	13,238		
April	16,011	23,431	24,297	30,834	46,511	56,674	53,708	32,760	34,396	29,187	31,277	23,299	16,214	14,214		
May	19,589	27,861	31,703	26,609	40,725	43,364	51,963	45,042	39,383	26,908	31,700	29,507	28,509	21,282		
June	20,628	27,196	31,353	25,836	47,148	53,309	50,846	40,219	38,584	35,972	34,248	30,783	21,605	19,214		
Total	240,926	282,657	344,297	322,055	447,894	482,738	542,931	468,336	467,661	368,366	329,063	321,378	217,142	218,618	113,408	(25,946)

BREAKDOWN BY FUEL TYPE - GALLONS ONLY													Increase/(Decrease)			AVGAS				
Fiscal Year	FY 2007		FY 2008		FY 2009		FY 2010		FY 2011		FY 2012		FY 2013		FY 2014		AVGAS	TRUCK	SARA	
	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	34,543	9,863	40,729	11,729	33,940	8,784	20,896	8,381	23,974	7,840	29,620	7,034	13,227	5,446	14,211	5,567	121	2,358	3,209	
August	32,075	12,223	42,553	10,796	28,650	7,961	17,810	8,349	15,974	8,350	28,547	5,714	13,919	5,836	13,172	4,728	(1,109)	1,920	2,808	
September	31,692	8,723	27,033	14,078	29,983	7,000	23,054	6,027	20,674	6,901	5,013	1,720	13,529	5,648	12,525	7,611	1,963	3,849	3,762	
October	37,923	10,549	43,307	11,405	30,879	9,465	29,528	7,471	23,795	8,828	3,162	2,496	11,602	6,043	13,605	6,480	436	3,449	3,031	
November	30,433	10,473	37,402	7,535	23,637	4,645	20,924	5,370	18,459	7,734	2,374	2,225	18,795	6,732	9,002	4,359	(2,373)	2,689	1,671	
December	27,491	7,325	26,948	3,351	20,456	3,760	19,562	3,834	14,455	5,013	7,605	2,096	14,273	3,094	8,751	2,955	(139)	1,579	1,375	
January	30,017	6,352	19,851	5,150	16,692	3,764	17,365	4,005	19,156	3,952	13,661	2,949	17,876	3,332	8,348	2,095	(9,528)	1,119	976	
February	26,333	4,231	24,057	4,373	14,205	4,045	13,397	2,503	18,794	4,297	16,482	2,995	9,341	1,975						
March	21,496	8,573	18,723	6,279	21,670	6,763	17,077	6,285	22,797	6,797	13,285	3,837	9,293	3,945						
April	25,713	7,047	27,810	6,586	23,724	5,463	24,612	6,665	18,591	4,708	12,039	4,175	9,821	4,393						
May	33,423	11,619	31,346	8,037	20,546	6,362	24,932	6,768	24,154	5,353	22,495	6,014	16,227	5,055						
June	29,435	10,784	31,002	7,582	28,144	7,828	26,398	7,850	23,656	7,127	15,558	6,047	13,245	5,969						
Total	360,574	107,762	370,761	96,900	292,526	75,840	255,555	73,507	244,479	76,899	169,841	47,301	161,148	57,470	79,614	33,794	(23,607)	(2,339)	16,962	16,832

RETAIL FUEL PRICE COMPARISONS	1/29/2014		
	Truck		Self Pump
	Jet-A	AVGAS	
<b>Landmark Aviation</b> Charlottesville, VA 434-978-1474 - <b>CHO</b>	7.09	7.08	XXXXX
<b>Dominion Aviation</b> Chesterfield Co, VA 804-271-7793 - <b>FCI</b>	5.49	6.49	XXXXX
<b>Potomac Highlands Airport Auth</b> Cumberland, MD 304-738-0002 - <b>CBE</b>	5.20	5.80	XXXXX
<b>Landmark Aviation</b> Frederick, MD 301-662-8156 - <b>FDK</b>	5.95	6.45	5.70
<b>Rider Jet Center</b> Hagerstown, MD 1-866-326-4447 - <b>HGR</b>	5.95	6.55	5.70
<b>Landmark Aviation</b> Leesburg, VA 800-336-0219 - <b>JYO</b>	N/A	N/A	N/A
<b>ProJet Aviation</b> Leesburg, VA 703-889-8558 - <b>JYO</b>	5.99	6.40	XXXXX
<b>APP Jet Center</b> Manassas, VA 866-459-5387 - <b>HEF</b>	5.99	6.25	XXXXX
<b>Dulles Aviation</b> Manassas, VA 888-835-9324 - <b>HEF</b>	5.95	6.20	XXXXX
<b>Aerosmith Aviation</b> Martinsburg, WV 304-262-2507 - <b>MRB</b>	5.99	6.35	XXXXX
<b>Shen Valley Airport Commission</b> Weyers Cave, VA 540-234-8304 - <b>SHD</b>	5.99	6.35	XXXXX
<b>Winchester Aviation</b> Winchester, VA <b>OKV</b>	6.00	6.35	5.95 Phillips Card 5.55
<b>AVERAGE PER GAL</b>	<b>5.96</b>	<b>6.39</b>	<b>XXXXX</b>