



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, May 21, 2015 at 5:00 p.m.

Gene Fisher, Chairman, Presiding

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

March 19, 2015 – Regular Business Meeting
April 16, 2015 – Cancelled due to lack of quorum
4. Comments – Audience
5. Chairman – Opening Remarks
6. Committee Reports
 - a. Financial Report – Secretary/Treasurer – J.J. Smith

March 2015 Financial Report
April 2015 Financial Report
 - b. Building/Lease – Paul Anderson
 - c. Minimum Standards/Personnel/Security – David Reichert
 - d. Marketing/Development – Bill Pifer
7. Comments – Executive Director
8. Closed Session – Virginia Freedom of Information Act § 2.2-3711(A)(7): Consultation with legal counsel and briefings by staff members or consultants.
9. Comments – Board Members
10. Adjourn

**March 2015 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., March 19, 2015.

Present: Bill Pifer, Gerald (J. J.) Smith, David Reichert, Paul Anderson, Frank Haun, John Crawford

Absent: Gene Fisher, Dan Murray

CALL TO ORDER

Vice-Chairman Paul Anderson chaired the meeting and called the meeting to order at 5:00 p.m. He stated that Chairman Fisher was unable to attend due to illness.

APPROVE MEETING AGENDA

No amendments or changes.

Motion: Approve presented agenda – John Crawford, second David Reichert. Motion passed.

APPROVE MEETING MINUTES

February 19, 2015 Regular Business Meeting –

Motion: Approve minutes as presented – Bill Pifer, second J. J. Smith. Motion passed.

COMMENTS – AUDIENCE - NONE

COMMENTS – CHAIRMAN ANDERSON - NONE

PRESENTATION – BRYAN ELLIOTT, DELTA AIRPORT CONSULTANTS – FINANCIAL PLANNING AND BUSINESS PLANS

Chairman Anderson introduced Bryan Elliott, Director - Airport Management & Financial Services with Delta Airport Consultants, Inc. out of Richmond, Virginia.

Mr. Elliott informed members he has been working for Delta Airport Consultants for approximately two and one half years. Prior to that he stated he had over twenty-three years of experience in airport management field primarily as the director of the Charlottesville-Albemarle Airport and also Lynchburg Regional Airport. The opportunity for his current position at Delta arose from the company wishing to add additional services to their clients beyond engineering, planning and environmental by adding an airport management, strategic planning and financial services division.

Mr. Elliott began his presentation discussing the trends in general aviation based on a study that was put out in 2013 by MIT International Center for Transportation

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 2014 and January 2015.

Treasurer Smith presented the year-end financial report. He stated that the cash flow balance had increased over the 2014 Audit primarily due to increased contributions from localities and that revenues were still below budgeted projections.

Treasurer Smith stated that fuel sales and revenues were still following the same downward trend for the current fiscal year. He added that fuel sales were still down from last year.

Motion: Approve financial reports as presented – Paul Anderson, second David Reichert. Motion passed.

(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

Committee Chair Bill Pifer stated the committee had not met but that a newsletter should be circulated to the board for comments in approximately two weeks.

EXECUTIVE DIRECTOR COMMENTS

Ms. Manuel informed members that she would be making a presentation at the next WRAA meeting regarding the staffing, duties and organizational structure of airport staff.

She stated that Bryan Elliott with Delta Airport Consultants would be attending the next business meeting to inform board members on additional services now provided by Delta regarding development of business plans, mission statements, marketing, etc.

Ms. Manuel updated members on the status of the South Apron Rehab and Relocation project. She stated the company would soon be doing a winter shut down until early spring.

DISCUSSION OF CHANGE TO MEETING DAY/TIME

Following various suggestions from board members it was decided to hold off on any decision until the next WRAA meeting. In the meantime Ms. Manuel will check with legal counsel on guidelines and/or procedures implementing any changes.

COMMENTS – BOARD MEMBERS

No comments.

ADJOURNMENT

There being no further business motion to adjourn at 5:30 p.m. by J. J. Smith, second by Paul Anderson passed.

Respectfully submitted,

J. J. Smith, Secretary/Treasurer

Winchester Regional Airport Authority
General Ledger Balance Sheet Report
As Of: 4/30/2015
All Departments Consolidated

Assets

10171010.001	County Operating Cash	(46,296.23)
10171011.000	Petty Cash	500.00
10171080.005	Inventory - Jet-A	34,537.70
10171080.006	Inventory - Avgas	30,438.36
10171082.000	Inventory - Merchandise	947.23
10171083.000	Inventory - Oil	473.98
10171084.000	Inventory - Automobile Gas/Airport Use	1,200.26
10171085.000	Inventory - Diesel Airport Use	1,666.16
10171090.002	Pre-Paid Fire Insurance	2,005.84
10171090.005	Pre-Paid Motor Vehicle Insurance	1,014.00
10171090.007	Pre-Paid Public Officials Risk Ins	86.00
10171094.000	Prepaid Postage	246.90
10171153.001	Oper Accounts Receivable	40,412.00
10171153.002	Operating Rev Due From State Gov	1,554.22
10171153.003	Oper Revenue Due From Frederick County	(8,860.00)
10171153.004	Oper Revenue Due From City Of Winchester	(2,941.50)
10851010.001	County Capital Cash	(77,289.40)
10851100.000	Construction In Progress	1,117,953.49
10851153.003	Capital A/R Due From Clarke County	625.00
10851200.001	Fixed Assets	32,729,690.98
10851200.002	Less Accumulated Depreciation	(10,745,909.05)
Total Assets:		23,082,055.94

Liabilities

20172020.000	Accounts Payable - Operating Fund	20,602.89
20172020.001	Accts Payable Credit Card Charges	9,349.64
20172021.001	Wachovia Loan - VRA	503,562.43
20172094.610	Accrued Leave - PTO & IDA	74,825.96
20172094.620	Accrued Leave - Fringes	5,724.20
20172804.000	Virginia State Sales Tax	2.90
20172900.000	Deferred Revenue	12,000.00
20852020.000	Accounts Payable - Capital Fund	1,188.00
30000000.000	Current Earnings	(198,170.79)
30000001.000	Retained Earnings	22,652,970.71
Total Liabilities And Equity:		23,082,055.94

Notes:

All Departments Consolidated.

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2014 Through: 4/30/2015
Selected Departments Consolidated

Income

	4/30/2015 MTD	Year-To-Date
40172404 State Operating Reimbursement	1,554.22	3,520.72
40174500 Sale - Fuel	62,930.15	692,319.75
40174502 Sale - Merchandise	18.92	455.85
40174503 Sale - Oil	42.08	422.42
40174600 Rental Income	35,271.00	354,585.00
40174601 Income - Land Leases	1,903.00	33,447.00
40174617 Special & Misc Fees	0.00	12,324.69
40174618 Facility & Service Fees	1,455.00	15,720.00
40174899 Miscellaneous Revenue	557.85	9,301.66
40174900 Operating Appropriations	5,900.75	59,008.50
Total Income:	109,632.97	1,181,105.59

Expense

	4/30/2015 MTD	Year-To-Date
54140000 Cost - Fuel	37,875.10	462,742.55
54140002 Cost - Merchandise	15.14	182.91
54140003 Cost - Oil	31.81	312.63
54140004 Cost - Catering	0.00	505.00
61000000 Accrued Salaries	0.00	3,840.46
61001000 Salaries	40,244.66	373,230.66
61005000 Overtime/Holiday/Comp Pay	1,057.36	16,698.15
62000000 Accrued Leave - Fringe Benefit Expense	0.00	293.81
62001000 FICA	3,009.48	28,427.38
62002000 VSRS	4,269.94	39,599.56
62005000 Hospital/Medical Plans	7,522.78	71,243.30
62006000 Group Life Insurance	478.92	4,441.30
62011000 Worker's Compensation	1,551.74	14,563.12
63002000 Professional Svcs - Other	60.00	21,058.00
63004001 Outside Repairs & Maint Vehicle/Equip	0.00	2,693.61
63004003 Repair - Bldgs & Grounds Outside Repairs	0.00	10,795.15
63005000 Maintenance Contracts	770.40	6,431.15
63005001 State Funded Maintenance Contracts	0.00	2,070.00
63010000 Contractual Services	3,389.93	24,298.15
65101000 Electrical Services	4,458.42	57,258.72
65102000 Heating Service	587.99	8,738.78
65103000 Water & Sewer Services	231.82	2,542.12
65204001 Postage Meter Expense	13.48	303.09
65204002 Telephones/Internet/TV Cable Expense	607.43	6,033.30
65302000 Fire/Property Insurance	1,002.92	10,029.16
65305000 Motor Vehicle Insurance	507.00	5,070.00
65307000 Public Officials Liability Ins	43.00	430.00
65308000 General Liability Insurance	1,541.67	15,458.33
65401000 Office Supplies	91.12	1,982.81
65405000 Janitorial Supplies	0.00	946.26
65407000 Repair/Maint Supplies	169.93	5,995.39
65407001 State Reimb - Repairs/Maint/Supplies	1,942.78	1,942.78
65408000 Vehicle/Equip - Parts/Supplies	2,133.71	6,040.56
65408001 Airport Vehicle Fuel	641.88	11,610.16
65413000 Operational Expense	550.23	1,555.43
65413001 Line Service Equipment	0.00	314.60

Run: 5/18/2015
6:46PM

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2014 Through: 4/30/2015
Selected Departments Consolidated

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	<u>4/30/2015 MTD</u>	<u>Year-To-Date</u>
65413002 Security Materials & Supplies	0.00	37.00
65506000 Travel Expenses	390.92	2,192.64
65715000 Promotional Fund Expenses	386.00	411.00
65801000 Dues & Membership	0.00	924.00
65804000 Va Sales Tax Paid	0.00	42.25
65806000 Snow Removal Contingency Fund	0.00	6,861.93
69001000 Lease/Rent Of Equipment	354.63	18,340.75
69101000 Loan - VRA Bond	2,085.17	22,291.47
Total Expense:	118,017.36	1,270,779.42
Net Income:	(8,384.39)	(89,673.83)

Notes: Report Period: 7/01/2014 - 4/30/2015
Selected Departments Consolidated:
Operational Fund

Winchester Regional Airport Authority

General Ledger Two-Year Income Report

For the Current-Year Period: 7/01/2014 Through: 4/30/2015

Selected Departments Consolidated

	Current Month Totals		Gain (Loss)		Year-To-Date Totals		Gain (Loss) vs Last Year	
	Last Year	This Year	vs Last Year	Last Year	This Year			
Income								
40172404 State Operating Reimburse	2,033.00	1,554.22	(478.78)	-23.6%	11,057.64	3,520.72	(7,536.92)	-68.2%
40174500 Sale - Fuel	77,785.30	62,930.15	(14,855.15)	-19.1%	809,854.35	692,319.75	(117,534.60)	-14.5%
40174502 Sale - Merchandise	40.52	18.92	(21.60)	-53.3%	286.73	455.85	169.12	59.0%
40174503 Sale - Oil	38.88	42.08	3.20	8.2%	844.16	422.42	(421.74)	-50.0%
40174505 Sale - Deicing Chemical	0.00	0.00	0.00	--.-%	2,890.00	0.00	(2,890.00)	-100.0%
40174600 Rental Income	34,961.50	35,271.00	309.50	0.9%	351,465.50	354,585.00	3,119.50	0.9%
40174601 Income - Land Leases	1,841.00	1,903.00	62.00	3.4%	32,495.00	33,447.00	952.00	2.9%
40174617 Special & Misc Fees	2,558.80	0.00	(2,558.80)	-100.0%	20,421.92	12,324.69	(8,097.23)	-39.6%
40174618 Facility & Service Fees	1,140.00	1,455.00	315.00	27.6%	11,145.00	15,720.00	4,575.00	41.0%
40174899 Miscellaneous Revenue	530.92	557.85	26.93	5.1%	9,241.00	9,301.66	60.66	0.7%
40174900 Operating Appropriations	119,056.05	5,900.75	(113,155.30)	-95.0%	167,082.30	59,008.50	(108,073.80)	-64.7%
40174901 Insurance Claim Recovery	0.00	0.00	0.00	--.-%	2,669.96	0.00	(2,669.96)	-100.0%
Total Income:	239,985.97	109,632.97	(130,353.00)	-54.3%	1,419,453.56	1,181,105.59	(238,347.97)	-16.8%
Expense								
54140000 Cost - Fuel	55,280.35	37,875.10	(17,405.25)	-31.5%	577,679.99	462,742.55	(114,937.44)	-19.9%
54140002 Cost - Merchandise	78.64	15.14	(63.50)	-80.7%	310.62	182.91	(127.71)	-41.1%
54140003 Cost - Oil	69.35	31.81	(37.54)	-54.1%	868.27	312.63	(555.64)	-64.0%
54140004 Cost - Catering	127.75	0.00	(127.75)	-100.0%	634.81	505.00	(129.81)	-20.4%
61000000 Accrued Salaries	(295.04)	0.00	295.04	--.-%	6,268.71	3,840.46	(2,428.25)	-38.7%
61001000 Salaries	35,089.32	40,244.66	5,155.34	14.7%	347,407.42	373,230.66	25,823.24	7.4%
61005000 Overtime/Holiday/Comp Pay	1,530.87	1,057.36	(473.51)	-30.9%	18,467.96	16,698.15	(1,769.81)	-9.6%
62000000 Accrued Leave - Fringe Ben	(22.58)	0.00	22.58	--.-%	479.55	293.81	(185.74)	-38.7%
62001000 FICA	2,636.59	3,009.48	372.89	14.1%	26,356.09	28,427.38	2,071.29	7.9%
62002000 VSRS	3,996.70	4,269.94	273.24	6.8%	39,569.86	39,599.56	29.70	0.1%
62005000 Hospital/Medical Plans	6,808.20	7,522.78	714.58	10.5%	68,082.00	71,243.30	3,161.30	4.6%
62006000 Group Life Insurance	417.58	478.92	61.34	14.7%	4,134.32	4,441.30	306.98	7.4%
62011000 Worker's Compensation	1,306.82	1,551.74	244.92	18.7%	13,017.50	14,563.12	1,545.62	11.9%
63002000 Professional Svcs - Other	947.00	60.00	(887.00)	-93.7%	19,049.00	21,058.00	2,009.00	10.5%
63004001 Outside Repairs & Maint Ver	0.00	0.00	0.00	--.-%	1,359.65	2,693.61	1,333.96	98.1%
63004003 Repair - Bldgs & Grounds Out	0.00	0.00	0.00	--.-%	1,380.50	10,795.15	9,414.65	682.0%
63005000 Maintenance Contracts	746.40	770.40	24.00	3.2%	5,498.40	6,431.15	932.75	17.0%
63005001 State Funded Maintenance C	1,070.00	0.00	(1,070.00)	-100.0%	2,140.00	2,070.00	(70.00)	-3.3%
63007000 Advertising	0.00	0.00	0.00	--.-%	128.70	0.00	(128.70)	-100.0%

Winchester Regional Airport Authority

General Ledger Two-Year Income Report

For the Current-Year Period: 7/01/2014 Through: 4/30/2015

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	%	Last Year	This Year	Last Year	%
63010000 Contractual Services	2,674.55	3,389.93	715.38	26.7%	23,003.16	24,298.15	1,294.99	5.6%
65101000 Electrical Services	4,060.60	4,458.42	397.82	9.8%	49,515.20	57,258.72	7,743.52	15.6%
65102000 Heating Service	708.75	587.99	(120.76)	-17.0%	9,460.53	8,738.78	(721.75)	-7.6%
65103000 Water & Sewer Services	272.03	231.82	(40.21)	-14.8%	2,745.04	2,542.12	(202.92)	-7.4%
65204001 Postage Meter Expense	13.48	13.48	0.00	0.0%	520.08	303.09	(216.99)	-41.7%
65204002 Telephones/Internet/TV Cab	627.34	607.43	(19.91)	-3.2%	5,261.66	6,033.30	771.64	14.7%
65302000 Fire/Property Insurance	754.00	1,002.92	248.92	33.0%	7,719.48	10,029.16	2,309.68	29.9%
65305000 Motor Vehicle Insurance	486.82	507.00	20.18	4.1%	4,999.98	5,070.00	70.02	1.4%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	430.00	430.00	0.00	0.0%
65308000 General Liability Insurance	1,583.33	1,541.67	(41.66)	-2.6%	15,745.42	15,458.33	(287.09)	-1.8%
65401000 Office Supplies	91.70	91.12	(0.58)	-0.6%	2,664.19	1,982.81	(681.38)	-25.6%
65405000 Janitorial Supplies	187.09	0.00	(187.09)	-100.0%	1,305.29	946.26	(359.03)	-27.5%
65407000 Repair/Maint Supplies	588.57	169.93	(418.64)	-71.1%	4,941.82	5,995.39	1,053.57	21.3%
65407001 State Reimb - Repairs/Maint	0.00	1,942.78	1,942.78	---%	5,266.22	1,942.78	(3,323.44)	-63.1%
65408000 Vehicle/Equip - Parts/Supplie	834.98	2,133.71	1,298.73	155.5%	8,906.87	6,040.56	(2,866.31)	-32.2%
65408001 Airport Vehicle Fuel	798.43	641.88	(156.55)	-19.6%	15,302.18	11,610.16	(3,692.02)	-24.1%
65410000 Employee Uniforms	0.00	0.00	0.00	---%	1,016.33	0.00	(1,016.33)	-100.0%
65413000 Operational Expense	885.00	550.23	(334.77)	-37.8%	1,014.91	1,555.43	540.52	53.3%
65413001 Line Service Equipment	0.00	0.00	0.00	---%	980.57	314.60	(665.97)	-67.9%
65413002 Security Materials & Supplies	0.00	0.00	0.00	---%	740.14	37.00	(703.14)	-95.0%
65506000 Travel Expenses	276.77	390.92	114.15	41.2%	2,081.44	2,192.64	111.20	5.3%
65715000 Promotional Fund Expenses	386.00	386.00	0.00	0.0%	8,982.24	411.00	(8,571.24)	-95.4%
65801000 Dues & Membership	0.00	0.00	0.00	---%	831.30	924.00	92.70	11.2%
65804000 Va Sales Tax Paid	0.00	0.00	0.00	---%	55.25	42.25	(13.00)	-23.5%
65806000 Snow Removal Contingency	0.00	0.00	0.00	---%	21,219.83	6,861.93	(14,357.90)	-67.7%
69001000 Lease/Rent Of Equipment	3,603.63	354.63	(3,249.00)	-90.2%	42,303.30	18,340.75	(23,962.55)	-56.6%
69101000 Loan - VRA Bond	2,464.96	2,085.17	(379.79)	-15.4%	26,024.29	22,291.47	(3,732.82)	-14.3%
Total Expense:	131,128.98	118,017.36	(13,111.62)	-10.0%	1,395,870.07	1,270,779.42	(125,090.65)	-9.0%
Net Income:	108,856.99	(8,384.39)	(117,241.38)	---%	23,583.49	(89,673.83)	(113,257.32)	---%

Notes: Report Period: 7/01/2014 - 4/30/2015
Selected Departments Consolidated:
Operational Fund

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	000117	EMMART W H & SON INC	267250	4/16/2015		4017-081090-5408-000-001-	.00	701.87	6168	VEHICLE GAS-AIRPORT USE	21230
						CHECK TOTAL		701.87			
00000	003596	EASTERN AVIATION FUELS	2167175	4/16/2015		4017-081090-5414-000-000-	.00	17,538.21	6180	MERCHANDISE FOR RESALE	21230
						CHECK TOTAL		17,538.21			
00000	004447	J & J JANITORIAL &	4769-2015	4/16/2015		4017-081090-3010-000-000-	.00	1,862.58	6182	OTHER CONTRACTUAL SERVICES	21230
						CHECK TOTAL		1,862.58			
00000	005376	FLANN MARK K	25	4/16/2015		4017-081090-3002-000-000-	.00	75.00	6187	PROFESSIONAL SERVICES	21230
						CHECK TOTAL		75.00			
00000	000134	FRED CO SANITATION	1065-A	4/16/2015		4017-081090-5103-000-000-	.00	89.11	677502	WATER & SEWAGE SERVICES	21230
00000	000134	FRED CO SANITATION	2927-A	4/16/2015		4017-081090-5103-000-000-	.00	121.97	677502	WATER & SEWAGE SERVICES	21230
						CHECK TOTAL		211.08			
00000	000134	FRED CO SANITATION	6-A-6	4/16/2015		4017-081090-5103-000-000-	.00	30.32	677503	WATER & SEWAGE SERVICES	21230
00000	000134	FRED CO SANITATION	658-A	4/16/2015		4017-081090-5103-000-000-	.00	34.27	677503	WATER & SEWAGE SERVICES	21230
						CHECK TOTAL		64.59			
00000	001474	WASHINGTON GAS -	1220-A	4/16/2015		4017-081090-5102-000-000-	.00	197.64	677507	HEATING SERVICES	21230
00000	001474	WASHINGTON GAS -	39181-A	4/16/2015		4017-081090-5102-000-000-	.00	519.20	677507	HEATING SERVICES	21230
00000	001474	WASHINGTON GAS -	5513-A	4/16/2015		4017-081090-5102-000-000-	.00	249.38	677507	HEATING SERVICES	21230
00000	001474	WASHINGTON GAS -	5724-A	4/16/2015		4017-081090-5102-000-000-	.00	689.18	677507	HEATING SERVICES	21230
						CHECK TOTAL		1,655.40			
						CLASS TOTAL		22,108.73			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	009000	VIRGINIA DEPT OF TAXATION	3RD QTR-FY15A	4/15/2015		4017-081090-5804-000-000-	.00	11.38	6164	TAXES-FED.EXCISE & STATE	21229
						CHECK TOTAL		11.38			
						CLASS TOTAL		11.38			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-3002-000-000-	.00	10,875.00	6225	PROFESSIONAL SERVICES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-3004-000-001-	.00	600.00	6225	REPAIR & MAINTENANCE EQUIP.	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-3010-000-000-	.00	661.24	6225	OTHER CONTRACTUAL SERVICES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5204-000-002-	.00	492.10	6225	TELEPHONE	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5204-000-002-	.00	46.08	6225	TELEPHONE	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5204-000-002-	.00	68.91	6225	TELEPHONE	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5401-000-000-	.00	75.72	6225	OFFICE SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5401-000-000-	.00	86.92	6225	OFFICE SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5405-000-000-	.00	120.06	6225	JANITORIAL SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5407-000-000-	.00	50.77	6225	REPAIR AND MAINTENANCE SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5407-000-000-	.00	22.94	6225	REPAIR AND MAINTENANCE SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5407-000-000-	.00	61.98	6225	REPAIR AND MAINTENANCE SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5407-000-000-	.00	61.95	6225	REPAIR AND MAINTENANCE SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5407-000-000-	.00	76.69	6225	REPAIR AND MAINTENANCE SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5408-000-000-	.00	25.75	6225	VEHICLE AND POWERED EQUIP SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5408-000-000-	.00	11.57	6225	VEHICLE AND POWERED EQUIP SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5408-000-000-	.00	363.68	6225	VEHICLE AND POWERED EQUIP SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5408-000-000-	.00	261.29	6225	VEHICLE AND POWERED EQUIP SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5413-000-000-	.00	64.69	6225	OTHER OPERATING SUPPLIES	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5414-000-000-	.00	135.32	6225	MERCHANDISE FOR RESALE	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-5506-000-000-	.00	80.00	6225	TRAVEL	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-9001-000-000-	.00	270.63	6225	LEASE/RENT OF EQUIPMENT	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-9001-000-000-	.00	84.00	6225	LEASE/RENT OF EQUIPMENT	21235
00000	007822	BANK OF AMERICA N A	03/31/2015	4/24/2015		4017-081090-9001-000-000-	.00	114.00	6225	LEASE/RENT OF EQUIPMENT	21235
CHECK TOTAL								14,711.29			
CLASS TOTAL								14,711.29			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	004225	MANUEL SERENA R	ERW#1500399	4/30/2015		4017-081090-5506-000-000-	.00	12.00	6234	TRAVEL	21232
00000	004225	MANUEL SERENA R	ERW#1500399	4/30/2015		4017-081090-5506-000-000-	.00	110.40	6234	TRAVEL	21232
						CHECK TOTAL		122.40			
00000	007066	RAPPAHANNOCK ELECTRIC	13933-A	4/30/2015		4017-081090-5101-000-000-	.00	3,555.49	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	151-A	4/30/2015		4017-081090-5101-000-000-	.00	257.52	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	18211-A	4/30/2015		4017-081090-5101-000-000-	.00	65.27	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	1859-A	4/30/2015		4017-081090-5101-000-000-	.00	563.43	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	1964-A	4/30/2015		4017-081090-5101-000-000-	.00	171.05	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	20493-A	4/30/2015		4017-081090-5101-000-000-	.00	154.68	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	27172-A	4/30/2015		4017-081090-5101-000-000-	.00	111.55	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	35197-A	4/30/2015		4017-081090-5101-000-000-	.00	269.96	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	3548-A	4/30/2015		4017-081090-5101-000-000-	.00	204.21	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	6174-A	4/30/2015		4017-081090-5101-000-000-	.00	602.54	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	65156-A	4/30/2015		4017-081090-5101-000-000-	.00	168.68	6257	ELECTRICAL SERVICES	21234
00000	007066	RAPPAHANNOCK ELECTRIC	9466-A	4/30/2015		4017-081090-5101-000-000-	.00	35.97	6257	ELECTRICAL SERVICES	21234
						CHECK TOTAL		6,160.35			
00000	000016	EB&T INSURANCE SERVICES	3620912	4/30/2015		4017-081090-5308-000-000-	.00	4,625.00	677929	GENERAL LIABILITY INSURANCE	21234
						CHECK TOTAL		4,625.00			
						CLASS TOTAL		10,907.75			

AIRPORT AUTHORITY CAPITAL PROJECTS

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
21711	003802	DELTA AIRPORT CONSULTANTS	7-14041	4/30/2015		4085-081030-8801-000-041-	.00	5,062.03	677936	ENVIRONMENTAL ASSESSMENT	21234
21691	003802	DELTA AIRPORT CONSULTANTS	CA-8-11138	4/30/2015		4085-081030-8801-000-073-	.00	2,426.96	677936	REHAB & RELOCATE SOUTH AFRON	21234
CHECK TOTAL								7,488.99			
CLASS TOTAL								7,488.99			

Winchester Regional
Airport
Fuel Gallons Sold

GALLONS OF TOTAL PRODUCT SOLD													Increase/ (Decrease) Over Prior Year			
Fiscal Year	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	FY 2015	Over/ (Short)
July	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	15,431	(4,347)
August	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	15,552	(2,348)
September	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	20,680	545
October	34,004	35,891	35,137	44,219	42,898	49,156	48,472	54,712	40,344	36,989	32,623	5,658	17,645	20,085	21,535	1,450
November	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	12,474	(888)
December	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	9,372	(2,334)
January	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	7,351	(3,093)
February	17,036	29,163	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	(1,400)
March	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	12,287	6,922	(5,365)
April	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	13,910	13,692	(218)
May	27,861	31,703	26,609	40,725	43,364	51,983	45,042	39,383	26,908	31,700	29,507	28,509	21,282	13,669		
June	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	18,127		
Total	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	180,388	130,595	(17,988)

BREAKDOWN BY FUEL TYPE - GALLONS ONLY

Fiscal Year	FY 2008		FY 2009		FY 2010		FY 2011		FY 2012		FY 2013		FY 2014		FY 2015		Increase/(Decrease)		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	TRUCK	SARA
July	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	10,055	5,376	(4,156)	(191)	2,344	3,032
August	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	9,768	5,764	(3,404)	1,056	3,153	2,631
September	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	14,310	6,370	1,785	(1,241)	3,489	2,881
October	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	16,647	4,888	3,042	(1,592)	2,525	2,363
November	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	8,970	3,504	(32)	(856)	1,917	1,586
December	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	6,174	3,198	(2,577)	243	1,787	1,410
January	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	5,436	1,915	(2,912)	(181)	997	918
February	24,057	4,373	14,205	4,045	13,397	2,503	18,794	4,297	16,482	2,995	9,341	1,975	6,053	2,924	5,543	2,044	(520)	(880)	1,332	713
March	18,723	6,279	21,670	6,763	17,077	6,285	22,797	6,285	13,285	3,837	9,293	3,945	5,523	2,764	4,555	2,367	(4,968)	(397)	1,351	1,016
April	27,810	6,596	23,724	5,463	24,612	6,665	18,591	4,708	12,039	4,175	9,821	4,393	8,757	5,153	8,498	5,194	(259)	41	2,807	2,388
May	31,346	8,037	20,546	6,362	24,932	6,768	24,154	5,353	22,495	6,014	16,227	5,055	8,749	4,920						
June	31,002	7,582	28,144	7,828	26,398	7,850	23,656	7,127	15,558	6,047	13,245	5,969	11,976	6,451						
Total	370,761	96,900	292,526	75,840	255,555	73,507	244,479	76,899	169,841	47,301	161,148	57,470	124,682	55,706	89,956	40,639	(14,901)	(3,997)	21,702	18,937

RETAIL FUEL PRICE COMPARISONS	5/12/2015		
	Truck		Self Pump
	Jet-A	AVGAS	
Landmark Aviation Charlottesville, VA 434-978-1474 - CHO	6.38	6.41	XXXXX
Dominion Aviation Chesterfield Co, VA 804-271-7793 - FCI	4.79	5.75	XXXXX
Potomac Highlands Airport Auth Cumberland, MD 304-738-0002 - CBE	4.50	5.20	XXXXX
Landmark Aviation Frederick, MD 301-662-8156 - FDK	5.45	5.60	4.85
Rider Jet Center Hagerstown, MD 1-866-326-4447 - HGR	5.50	5.80	5.05
ProJet Aviation Leesburg, VA 703-889-8558 - JYO	5.45	5.60	XXXXX
APP Jet Center Manassas, VA 866-459-5387 - HEF	5.45	5.55	XXXXX
Dulles Aviation Manassas, VA 888-835-9324 - HEF	5.40	5.60	XXXXX
Aerosmith Aviation Martinsburg, WV 304-262-2507 - MRB	5.45	5.60	XXXXX
Shen Valley Airport Commission Weyers Cave, VA 540-234-8304 - SHD	4.50	4.77	XXXXX
Winchester Aviation Winchester, VA OKV	5.00	5.40	5.00
AVERAGE PER GAL	5.29	5.59	XXXXX