



## **WINCHESTER REGIONAL AIRPORT**

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

### **Regular Business Meeting AGENDA**

The Winchester Regional Airport Authority will meet in the Terminal Building Conference Room, Thursday, November 17, 2016, at 5:00 p.m.

#### **Gene Fisher, Chairman, Presiding**

1. Open Meeting
2. Approve Meeting Agenda
3. Approve Minutes
  - October 20, 2016, WRAA Regular Business Meeting
4. Comments – Audience
5. Chairman – Opening Remarks
6. Committee Reports
  - a. Financial Report – Secretary/Treasurer – J.J. Smith
    - October 2016 - Pre-Audit
  - 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

## **September 2016 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., Thursday, October 19, 2016.

**Present:** Paul Anderson, John Crawford, David Reichert, Frank Haun, Bob Bearer, Bill Pifer

**Absent:** Gerald (J. J.) Smith, Gene Fisher, Archie Fox

### **CALL TO ORDER**

Vice-Chairman Paul Anderson chaired the meeting due to Chairman Fisher being out of town.

### **APPROVE MEETING AGENDA**

**Motion:** Approve agenda as proposed – John Crawford, second Bill Pifer. Motion passed.

### **APPROVE MINUTES – September 15, 2016 Regular Business Meeting**

**Motion:** Approve the September 15, 2016 regular business meeting minutes as presented - David Reichert, second Frank Haun. Motion passed.

**COMMENTS – AUDIENCE - None**

### **CHAIRMAN OPENING REMARKS**

### **COMMITTEE REPORTS**

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

Since Treasurer Smith was absent, the Executive Director Manuel presented the September 2016 pre-audit financial reports noting that the year to date two year comparison report showed a positive net of over \$33,000.00. She reported that fuel gallons sold year to date Jet-A sales were up a little over 3,000 gallons and AVGAS down approximately 900 gallons over prior year. Mr. Pifer asked why operating contributions were up this year vs. last year. Ms. Manuel stated that the supplemental request in FY 2016 for increased funding from the City and County was not approved until after the third quarter of FY 2016.

**Motion:** Approve financial reports as presented – David Reichert, second John Crawford. Motion passed.

#### **b) Building/Lease Committee – Paul Anderson, Chair – No Meeting**

#### **c) Minimum Standards/Personnel Committee – David Reichert, Chair**

Committee Chair Reichert stated there had not been a meeting however he requested a meeting be scheduled for Thursday, October 27, 2016 at 10:00 a.m. to discuss personnel matters.

**d) Marketing Committee – Bill Pifer, Chair**

Mr. Pifer asked Ms. Manuel for an update on the development of the business plan by Delta Airport Consultants. She added that an email had been sent to members regarding the proposed timeline submitted by Delta. She reminded members to complete the survey that Delta had sent out.

**EXECUTIVE DIRECTOR COMMENTS**

Ms. Manuel answered questions from Mr. Crawford regarding the Northside Connector Project – Construction phase. Mr. Crawford also inquired as to hunting deer on the airport. She stated that she had an agreement from Whit Wagner with Whitetail Suburban Organization to do bow hunting only. The organization has worked with numerous governmental agencies on reducing deer population in sensitive areas. She added that any deer that were killed would be removed from airport property and taken offsite for processing so as to not attract birds and coyotes.

Ms. Manuel requested authorization to enter into a contract agreement between the WRAA and General Excavating, Incorporated of Warrenton, Virginia in the amount of \$1,830,505.00 for the Northside Connector Project Construction Phase pending review and concurrence from the FAA and Virginia Department of Aviation. She added that the project would not begin work until early spring of 2017 and that the project was being funded with FAA/State/Local funds.

**Motion:** Authorize the Executive Director to enter into a contractual agreement between the WRAA and General Excavating, Incorporated in the amount of \$1,803,505.00 – Bill Pifer, second Bob Bearer. Motion passed.

**COMMENTS – BOARD MEMBERS**

None

**ADJOURNMENT**

There being no further business motion to adjourn at 5:35 p.m. – David Reichert, second Bob Pifer. Motion passed.

Respectfully submitted,

Serena R. Manuel, Executive Director for

Gerald (J. J.) Smith, Secretary/Treasurer

# OCTOBER 2016 FINANCIAL REPORTS

**Winchester Regional Airport Authority**  
**General Ledger Balance Sheet Report**  
As Of: 10/31/2016  
All Departments Consolidated

**Assets**

10171010.0010	County Operating Cash	95,503.40
10171011.0000	Petty Cash	500.00
10171080.0050	Inventory - Jet-A	32,430.95
10171080.0060	Inventory - Avgas	26,453.19
10171082.0000	Inventory - Merchandise	510.12
10171083.0000	Inventory - Oil	471.48
10171084.0000	Inventory - Automobile Gas/Airport Use	647.36
10171085.0000	Inventory - Diesel Airport Use	1,083.88
10171090.0020	Pre-Paid Fire Insurance	7,848.64
10171090.0050	Pre-Paid Motor Vehicle Insurance	4,068.00
10171090.0070	Pre-Paid Public Officials Risk Ins	344.00
10171094.0000	Prepaid Postage	288.61
10171153.0001	Oper Accounts Receivable	31,573.29
10171153.0002	Credit Card Accounts Receivable	24,245.25
10171153.4901	Oper Revenue Due From Frederick County	(79,824.00)
10171153.4902	Oper Revenue Due From City Of Winchester	8,007.93
10172002.0000	VRS - Deferred Outflow	48,139.00
10851010.0010	County Capital Cash	35,310.81
10851100.0000	Construction In Progress	3,314,274.17
10851153.0070	Capital A/R Due From State Government	4,576.92
10851200.0010	Fixed Assets	32,865,693.78
10851200.0020	Less Accumulated Depreciation	(11,586,975.64)
<b>Total Assets:</b>		<b>24,835,171.14</b>

**Liabilities**

20172020.0000	Accounts Payable - Operating Fund	44,789.53
20172020.0010	Accts Payable Credit Card Charges	9,436.60
20172021.0010	Wachovia Loan - VRA	357,372.11
20172094.6100	Accrued Leave - PTO & IDA	67,270.09
20172094.6200	Accrued Leave - Fringes	5,146.17
20172201.0000	VRS - Deferred Inflow	64,014.00
20172202.0000	VRS - Pension Liability	161,047.00
20172804.0000	Virginia State Sales Tax	15.03
20852020.0000	Accounts Payable - Capital Fund	21.70
20852090.0000	Retainage Payable	160,125.56
30000000.0000	Current Earnings	40,047.91
30000001.0000	Retained Earnings	23,925,885.44
<b>Total Liabilities And Equity:</b>		<b>24,835,171.14</b>

Notes:

All Departments Consolidated.

**Winchester Regional Airport Authority**  
**General Ledger Standard Income Report**  
For The Period: 7/01/2016 Through: 10/31/2016  
Selected Departments Consolidated

**Income**

	10/31/2016 MTD	Year-To-Date
40174500 Sale - Fuel	85,553.63	313,253.95
40174502 Sale - Merchandise	63.25	143.42
40174503 Sale - Oil	220.18	356.16
40174600 Rental Income	35,300.62	142,345.62
40174601 Income - Land Leases	7,168.00	20,172.00
40174617 Special & Misc Fees	1,267.43	3,728.81
40174618 Facility & Service Fees	1,255.00	5,315.00
40174899 Miscellaneous Revenue	465.95	2,211.14
40174900 Operating Appropriations	13,285.42	53,141.68
<b>Total Income:</b>	<b>144,579.48</b>	<b>540,667.78</b>

**Expense**

	10/31/2016 MTD	Year-To-Date
54140000 Cost - Fuel	45,454.63	168,210.80
54140002 Cost - Merchandise	58.51	138.67
54140003 Cost - Oil	166.50	269.49
61000000 Accrued Salaries	(1,551.37)	667.26
61001000 Salaries	40,152.74	158,705.60
61005001 Overtime Pay	1,096.15	6,260.29
61005002 Holiday Worked Pay	384.64	1,222.48
62000000 Accrued Leave - Fringe Benefit Expense	(118.68)	51.04
62001000 FICA	3,080.89	12,293.19
62002000 VSRS	3,460.02	13,049.22
62005000 Hospital/Medical Plans	6,784.02	27,121.51
62006000 Group Life Insurance	492.68	1,858.10
62008000 Short/Long Disab - 041 FLT - Carlson	32.96	81.14
62011000 Worker's Compensation	1,291.49	5,138.51
63002000 Professional Svcs - Other	0.00	3,940.50
63004001 Outside Repairs & Maint Vehicle/Equip	368.48	2,241.83
63004003 Repair - Blgs & Grounds Outside Repairs	0.00	145.55
63005000 Maintenance Contracts	2,835.00	4,889.00
63005001 State Funded Maintenance Contracts	0.00	1,000.00
63007000 Advertising	0.00	225.20
63010000 Contractual Services	2,350.97	9,405.18
65101000 Electrical Services	4,067.05	17,876.21
65102000 Heating Service	197.21	586.68
65103000 Water & Sewer Services	191.58	858.47
65204001 Postage Meter Expense	11.47	104.36
65204002 Telephones/Internet/TV Cable Expense	612.18	2,449.04
65302000 Fire/Property Insurance	981.08	3,924.36
65305000 Motor Vehicle Insurance	508.50	2,034.00
65307000 Public Officials Liability Ins	43.00	172.00
65308000 General Liability Insurance	1,541.67	6,166.67
65401000 Office Supplies & Computers	96.91	1,271.97
65405000 Janitorial Supplies	0.00	298.20
65407000 Repair/Maint Parts & Supplies	394.71	1,266.25
65408000 Vehicle/Equip - Parts/Supplies	2,041.29	3,528.88
65408001 Airport Vehicle Fuel	626.01	2,268.01
65410000 Employee Uniforms	0.00	899.75
65413000 Operational Expense	0.00	3,846.12

**Winchester Regional Airport Authority**  
**General Ledger Standard Income Report**  
For The Period: 7/01/2016 Through: 10/31/2016  
Selected Departments Consolidated

	<u>10/31/2016 MTD</u>	<u>Year-To-Date</u>
65413001 Line Service Equipment	331.96	789.21
65413002 Security Materials & Supplies	71.16	71.16
65506000 Travel Expenses	416.00	2,907.67
65801000 Dues & Membership	0.00	1,130.90
65804000 Va Sales Tax Paid	0.00	11.35
69001000 Lease/Rent Of Equipment	2,463.41	9,511.64
69101000 Loan - VRA Bond	1,502.66	6,154.72
<b>Total Expense:</b>	<b>122,437.48</b>	<b>485,042.18</b>
<b>Net Income:</b>	<b>22,142.00</b>	<b>55,625.60</b>

Notes: Report Period: 7/01/2016 - 10/31/2016  
Selected Departments Consolidated:  
WRAA Operating  
Winc Aviation Operating

63005000 - Maint Contracts - \$1,968.00 - Annual FBO

\$567.00 - Quarterly Weather

\$300.00 - Annual Hydrant Fees

65408000 - Vehicle Equip Repair - \$2,001.54 - Annual Fuel Farm Filter Change

**Winchester Regional Airport Authority**  
**General Ledger Two-Year Income Report**  
For the Current-Year Period: 7/01/2016 Through: 10/31/2016  
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	
<b>Income</b>								
40174500 Sale - Fuel	87,209.63	85,553.63	(1,656.00)	-1.9%	330,099.47	313,253.95	(16,845.52)	-5.1%
40174502 Sale - Merchandise	6.95	63.25	56.30	810.1%	112.08	143.42	31.34	28.0%
40174503 Sale - Oil	118.81	220.18	101.37	85.3%	399.78	356.16	(43.62)	-10.9%
40174600 Rental Income	35,881.00	35,300.62	(580.38)	-1.6%	143,613.00	142,345.62	(1,267.38)	-0.9%
40174601 Income - Land Leases	7,103.00	7,168.00	65.00	0.9%	17,540.00	20,172.00	2,632.00	15.0%
40174617 Special & Misc Fees	3,270.45	1,267.43	(2,003.02)	-61.2%	4,834.24	3,728.81	(1,105.43)	-22.9%
40174618 Facility & Service Fees	1,745.00	1,255.00	(490.00)	-28.1%	6,830.00	5,315.00	(1,515.00)	-22.2%
40174899 Miscellaneous Revenue	689.18	465.95	(223.23)	-32.4%	1,831.32	2,211.14	379.82	20.7%
40174900 Operating Appropriations	6,990.58	13,285.42	6,294.84	90.0%	27,957.36	53,141.68	25,184.32	90.1%
<b>Total Income:</b>	<b>143,014.60</b>	<b>144,579.48</b>	<b>1,564.88</b>	<b>1.1%</b>	<b>533,217.25</b>	<b>540,667.78</b>	<b>7,450.53</b>	<b>1.4%</b>
<b>Expense</b>								
54140000 Cost - Fuel	43,250.97	45,454.63	2,203.66	5.1%	184,898.57	168,210.80	(16,687.77)	-9.0%
54140002 Cost - Merchandise	4.52	58.51	53.99	1194.5%	90.78	138.67	47.89	52.8%
54140003 Cost - Oil	89.66	166.50	76.84	85.7%	301.58	269.49	(32.09)	-10.6%
61000000 Accrued Salaries	(1,222.96)	(1,551.37)	(328.41)	--.-%	(1,849.79)	667.26	2,517.05	--.-%
61001000 Salaries	38,374.12	40,152.74	1,778.62	4.6%	159,988.71	158,705.60	(1,283.11)	-0.8%
61005001 Overtime Pay	1,226.75	1,096.15	(130.60)	-10.6%	5,104.78	6,260.29	1,155.51	22.6%
61005002 Holiday Worked Pay	442.64	384.64	(58.00)	-13.1%	1,262.96	1,222.48	(40.48)	-3.2%
62000000 Accrued Leave - Fringe Ben	(93.56)	(118.68)	(25.12)	--.-%	(141.51)	51.04	192.55	--.-%
62001000 FICA	2,952.18	3,080.89	128.71	4.4%	12,222.82	12,293.19	70.37	0.6%
62002000 VSRS	4,071.48	3,460.02	(611.46)	-15.0%	16,893.80	13,049.22	(3,844.58)	-22.8%
62005000 Hospital/Medical Plans	6,525.76	6,784.02	258.26	4.0%	27,372.84	27,121.51	(251.33)	-0.9%
62006000 Group Life Insurance	490.75	492.68	1.93	0.4%	1,928.93	1,858.10	(70.83)	-3.7%
62008000 Short/Long Disab - 041 FLT	0.00	32.96	32.96	--.-%	0.00	81.14	81.14	--.-%
62011000 Worker's Compensation	1,338.27	1,291.49	(46.78)	-3.5%	5,566.23	5,138.51	(427.72)	-7.7%
63002000 Professional Svcs - Other	0.00	0.00	0.00	--.-%	7,064.50	3,940.50	(3,124.00)	-44.2%
63004001 Outside Repairs & Maint Veh	1,092.50	368.48	(724.02)	-66.3%	2,131.45	2,241.83	110.38	5.2%
63004003 Repair - Bldgs & Grounds Out	0.00	0.00	0.00	--.-%	0.00	145.55	145.55	--.-%
63005000 Maintenance Contracts	567.00	2,835.00	2,268.00	400.0%	5,605.00	4,889.00	(716.00)	-12.8%
63005001 State Funded Maintenance C	0.00	0.00	0.00	--.-%	1,000.00	1,000.00	0.00	0.0%
63007000 Advertising	0.00	0.00	0.00	--.-%	0.00	225.20	225.20	--.-%
63010000 Contractual Services	2,343.07	2,350.97	7.90	0.3%	14,866.54	9,405.18	(5,461.36)	-36.7%
65101000 Electrical Services	4,721.85	4,067.05	(654.80)	-13.9%	18,340.93	17,876.21	(464.72)	-2.5%



**Winchester Regional Airport Authority**  
**General Ledger Two-Year Income Report**  
For the Current-Year Period: 7/01/2016 Through: 10/31/2016  
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
65102000 Heating Service	105.69	197.21	91.52	86.6%	348.26	586.68	238.42	68.5%
65103000 Water & Sewer Services	231.82	191.58	(40.24)	-17.4%	909.74	858.47	(51.27)	-5.6%
65204001 Postage Meter Expense	35.12	11.47	(23.65)	-67.3%	97.49	104.36	6.87	7.0%
65204002 Telephones/Internet/TV Cabl	607.37	612.18	4.81	0.8%	2,429.60	2,449.04	19.44	0.8%
65302000 Fire/Property Insurance	981.08	981.08	0.00	0.0%	3,924.36	3,924.36	0.00	0.0%
65305000 Motor Vehicle Insurance	507.00	508.50	1.50	0.3%	2,028.00	2,034.00	6.00	0.3%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	172.00	172.00	0.00	0.0%
65308000 General Liability Insurance	1,541.67	1,541.67	0.00	0.0%	6,166.67	6,166.67	0.00	0.0%
65401000 Office Supplies & Computers	3,883.44	96.91	(3,786.53)	-97.5%	5,911.12	1,271.97	(4,639.15)	-78.5%
65405000 Janitorial Supplies	54.77	0.00	(54.77)	-100.0%	364.08	298.20	(65.88)	-18.1%
65407000 Repair/Maint Parts & Supplie	993.92	394.71	(599.21)	-60.3%	2,099.54	1,266.25	(833.29)	-39.7%
65408000 Vehicle/Equip - Parts/Supplie	211.10	2,041.29	1,830.19	867.0%	1,569.30	3,528.88	1,959.58	124.9%
65408001 Airport Vehicle Fuel	515.27	626.01	110.74	21.5%	4,208.80	2,268.01	(1,940.79)	-46.1%
65410000 Employee Uniforms	0.00	0.00	0.00	--.-%	0.00	899.75	899.75	--.-%
65413000 Operational Expense	35.58	0.00	(35.58)	-100.0%	379.30	3,846.12	3,466.82	914.0%
65413001 Line Service Equipment	732.90	331.96	(400.94)	-54.7%	874.85	789.21	(85.64)	-9.8%
65413002 Security Materials & Supplies	71.76	71.16	(0.60)	-0.8%	802.11	71.16	(730.95)	-91.1%
65506000 Travel Expenses	0.00	416.00	416.00	--.-%	1,415.64	2,907.67	1,492.03	105.4%
65715000 Promotional Fund Expenses	0.00	0.00	0.00	--.-%	6,375.00	0.00	(6,375.00)	-100.0%
65801000 Dues & Membership	600.00	0.00	(600.00)	-100.0%	1,051.00	1,130.90	79.90	7.6%
65804000 Va Sales Tax Paid	0.00	0.00	0.00	--.-%	15.61	11.35	(4.26)	-27.3%
69001000 Lease/Rent Of Equipment	2,454.63	2,463.41	8.78	0.4%	9,932.52	9,511.64	(420.88)	-4.2%
69101000 Loan - VRA Bond	1,888.60	1,502.66	(385.94)	-20.4%	7,752.37	6,154.72	(1,597.65)	-20.6%
<b>Total Expense:</b>	<b>121,669.72</b>	<b>122,437.48</b>	<b>767.76</b>	<b>0.6%</b>	<b>521,476.48</b>	<b>485,042.18</b>	<b>(36,434.30)</b>	<b>-7.0%</b>
<b>Net Income:</b>	<b>21,344.88</b>	<b>22,142.00</b>	<b>797.12</b>	<b>3.7%</b>	<b>11,740.77</b>	<b>55,625.60</b>	<b>43,884.83</b>	<b>373.8%</b>

Notes: Report Period: 7/01/2016 - 10/31/2016  
Selected Departments Consolidated:  
WRAA Operating  
Winc Aviation Operat

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	009000	VIRGINIA DEPT OF TAXATION	1STQIR-FY17A	10/06/2016		4017-081090-5804-000-000-	.00	11.35	8552	TAXES-FED, EXCISE & STATE	21432
						CHECK TOTAL		11.35			
						CLASS TOTAL		11.35			

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	2620381	10/14/2016		4017-081090-5414-000-000-	.00	14,730.96	8561	MERCHANDISE FOR RESALE	21433
						CHECK TOTAL		14,730.96			
00000	004447	J & J JANITORIAL &	4787-2016	10/14/2016		4017-081090-3010-000-000-	.00	1,698.33	8563	OTHER CONTRACTUAL SERVICES	21433
						CHECK TOTAL		1,698.33			
00000	005693	REZIN INC	3619	10/14/2016		4017-081090-3002-000-000-	.00	925.00	8566	PROFESSIONAL SERVICES	21433
						CHECK TOTAL		925.00			
00000	000134	FRED CO SANITATION	1156-A	10/14/2016		4017-081090-5103-000-000-	.00	90.51	689044	WATER & SEWAGE SERVICES	21434
00000	000134	FRED CO SANITATION	3012-A	10/14/2016		4017-081090-5103-000-000-	.00	79.87	689044	WATER & SEWAGE SERVICES	21434
00000	000134	FRED CO SANITATION	6-A-24	10/14/2016		4017-081090-5103-000-000-	.00	30.32	689044	WATER & SEWAGE SERVICES	21434
00000	000134	FRED CO SANITATION	668-1-A	10/14/2016		4017-081090-5103-000-000-	.00	34.27	689044	WATER & SEWAGE SERVICES	21434
						CHECK TOTAL		234.97			
						CLASS TOTAL		17,589.26			

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	09/30/2016	10/25/2016		4017-081090-3004-000-001-	.00	806.00	8601	REPAIR & MAINTENANCE EQUIP.	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-3004-000-001-	.00	813.35	8601	REPAIR & MAINTENANCE EQUIP.	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-3010-000-000-	.00	418.63	8601	OTHER CONTRACTUAL SERVICES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-3010-000-000-	.00	233.48	8601	OTHER CONTRACTUAL SERVICES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5204-000-002-	.00	494.10	8601	TELEPHONE	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5204-000-002-	.00	48.28	8601	TELEPHONE	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5204-000-002-	.00	69.91	8601	TELEPHONE	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5401-000-000-	.00	77.30	8601	OFFICE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5401-000-000-	.00	143.45	8601	OFFICE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5405-000-000-	.00	89.44	8601	JANITORIAL SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5407-000-000-	.00	3.74	8601	REPAIR AND MAINTENANCE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5407-000-000-	.00	98.55	8601	REPAIR AND MAINTENANCE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5407-000-000-	.00	21.92	8601	REPAIR AND MAINTENANCE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5407-000-000-	.00	21.92	8601	REPAIR AND MAINTENANCE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5407-000-000-	.00	21.92	8601	REPAIR AND MAINTENANCE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5407-000-000-	.00	104.18	8601	REPAIR AND MAINTENANCE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5407-000-000-	.00	28.18	8601	REPAIR AND MAINTENANCE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5407-000-000-	.00	25.72	8601	REPAIR AND MAINTENANCE SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5408-000-000-	.00	322.91	8601	VEHICLE AND POWERED EQUIP SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5408-000-000-	.00	128.32	8601	VEHICLE AND POWERED EQUIP SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5408-000-001-	.00	1,048.08	8601	VEHICLE GAS-AIRPORT USE	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5413-000-000-	.00	4.12	8601	OTHER OPERATING SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5413-000-000-	.00	169.00	8601	OTHER OPERATING SUPPLIES	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5413-000-001-	.00	219.00	8601	LINE SERVICE EQUIPMENT	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5413-000-001-	.00	238.25	8601	LINE SERVICE EQUIPMENT	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5506-000-000-	.00	105.00	8601	TRAVEL	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-5801-000-000-	.00	669.50	8601	DUES & MEMBERSHIP	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-9001-000-000-	.00	165.41	8601	LEASE/RENT OF EQUIPMENT	21436
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4017-081090-9001-000-000-	.00	84.00	8601	LEASE/RENT OF EQUIPMENT	21436
CHECK TOTAL								6,629.82			
CLASS TOTAL								6,629.82			

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	2629905	10/28/2016		4017-081090-5414-000-000-	.00	15,353.90	8625	MERCHANDISE FOR RESALE	21437
00000	003596	EASTERN AVIATION FUELS	2626151	10/28/2016		4017-081090-9001-000-000-	.00	2,100.00	8625	LEASE/RENT OF EQUIPMENT	21437
CHECK TOTAL								17,453.90			
00000	007066	RAPPAHANNOCK ELECTRIC	14491-A	10/28/2016		4017-081090-5101-000-000-	.00	42.66	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	18326-A	10/28/2016		4017-081090-5101-000-000-	.00	1,550.38	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	245-A	10/28/2016		4017-081090-5101-000-000-	.00	239.39	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	25235-A	10/28/2016		4017-081090-5101-000-000-	.00	66.47	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	29393-A	10/28/2016		4017-081090-5101-000-000-	.00	131.30	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	3180-A	10/28/2016		4017-081090-5101-000-000-	.00	419.96	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	37724-A	10/28/2016		4017-081090-5101-000-000-	.00	82.90	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	40984-A	10/28/2016		4017-081090-5101-000-000-	.00	254.10	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	60703-A	10/28/2016		4017-081090-5101-000-000-	.00	251.03	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	72915-A	10/28/2016		4017-081090-5101-000-000-	.00	417.49	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	8621-A	10/28/2016		4017-081090-5101-000-000-	.00	587.44	8659	ELECTRICAL SERVICES	21437
00000	007066	RAPPAHANNOCK ELECTRIC	87404-A	10/28/2016		4017-081090-5101-000-000-	.00	134.45	8659	ELECTRICAL SERVICES	21437
CHECK TOTAL								4,177.57			
00000	000016	EB&T INSURANCE SERVICES	FY17-2ND QTR	10/28/2016		4017-081090-5308-000-000-	.00	4,625.00	689391	GENERAL LIABILITY INSURANCE	21437
CHECK TOTAL								4,625.00			
00000	001474	WASHINGTON GAS -	2229-A	10/28/2016		4017-081090-5102-000-000-	.00	43.99	689395	HEATING SERVICES	21437
00000	001474	WASHINGTON GAS -	26-A	10/28/2016		4017-081090-5102-000-000-	.00	70.40	689395	HEATING SERVICES	21437
00000	001474	WASHINGTON GAS -	6805-A	10/28/2016		4017-081090-5102-000-000-	.00	37.93	689395	HEATING SERVICES	21437
00000	001474	WASHINGTON GAS -	7823-A	10/28/2016		4017-081090-5102-000-000-	.00	44.89	689395	HEATING SERVICES	21437
CHECK TOTAL								197.21			
CLASS TOTAL								26,453.68			

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
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	010100	APPLIED PAVEMENT	4809	10/14/2016		4085-081030-3002-000-000-	.00	1,740.00	689064	PROFESSIONAL SERVICES-OTHER	21433
						CHECK TOTAL		1,740.00			
						CLASS TOTAL		1,740.00			

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
00000	007822	BANK OF AMERICA N A	09/30/2016	10/25/2016		4085-081030-8801-000-336-	.00	21.70	8601	NORTH SIDE CONNECTOR CONSTRUCTION	21436
						CHECK TOTAL		21.70			
						CLASS TOTAL		21.70			

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
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
22016	003802	DELTA AIRPORT CONSULTANTS	CA-1-15012	10/28/2016		4085-081030-8801-000-336-	.00	13,042.00	8626	NORTH SIDE CONNECTOR CONSTRUCTION	21437
						CHECK TOTAL		13,042.00			
						CLASS TOTAL		13,042.00			



**Winchester Regional  
Airport  
Fuel Gallons Sold**

TOTAL GALLONS OF FUEL PRODUCTS 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	FY 2016	FY 2017	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	17,079	22,444	5,365
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	18,267	15,699	(2,569)
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	15,485	15,028	(457)
October	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	21,535	19,072	20,578	1,506
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	12,393		
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	14,146		
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	7,376		
February	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	8,987	7,587	7,877		
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	9,384		
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	11,735		
May	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	13,669	13,077	12,943		
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	11,742	21,351		
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	155,414	167,106	73,748	3,846

**BREAKDOWN BY FUEL TYPE - GALLONS ONLY**

Fiscal Year	FY 2009		FY 2010		FY 2011		FY 2012		FY 2013		FY 2014		FY 2015		FY 2016		FY 2017		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	Jet-A	Avgas	TRUCK	SARA
July	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	11,415	5,664	16,445	5,999	5,030	335	3,157	2,842
August	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	5,784	11,580	6,687	9,409	6,290	(2,171)	(398)	3,392	2,898
September	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	8,504	6,981	8,887	6,141	383	(840)	3,201	2,940
October	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	13,265	5,807	13,788	6,790	523	983	3,835	2,955
November	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	8,532	3,861						
December	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	10,515	3,631						
January	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	5,191	2,185						
February	14,205	4,045	13,397	2,503	18,794	4,297	16,482	2,995	9,341	1,975	6,063	2,924	5,543	2,044	5,604	2,273						
March	21,670	6,763	17,077	6,285	22,797	6,797	13,285	3,837	9,293	3,945	9,523	2,764	4,555	2,367	6,604	2,780						
April	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	7,476	4,259						
May	20,546	6,362	24,932	6,768	24,154	5,353	22,495	6,014	16,227	5,055	8,749	4,920	6,813	6,264	9,216	3,727						
June	28,144	7,828	26,398	7,850	23,656	7,127	15,558	6,047	13,245	5,969	11,976	6,151	7,088	4,654	15,519	5,832						
Total	292,526	75,840	255,555	73,507	244,479	76,899	169,841	47,301	161,148	57,470	124,682	55,706	103,857	51,557	113,421	53,685	48,529	25,219	3,765	81	13,584	11,635