



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, Thursday, July 12, 2018, at 5:00 p.m.

Gene Fisher, Chairman, Presiding

1. Open Meeting
2. Nomination and Election of Officers FY 2019
 - a. Nomination and Election of Chairman
 - b. Nomination and Election of Vice-Chairman
 - c. Nomination and Election of Secretary/Treasurer
3. Approve Meeting Agenda
4. Approve Minutes
 - June 14, 2018 - WRAA Business Meeting
5. Comments – Audience
6. Chairman – Opening Remarks
7. Committee Reports
 - a. Financial Report – Secretary/Treasurer – J.J. Smith
 - June 2018 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

JUNE 2018 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., June 14, 2018.

Present: Gene Fisher, Paul Anderson, J. J. Smith, Dave Reichert, Bob Bearer, Frank Haun

Absent: Archie Fox, John Crawford, Bill Pifer

OPEN MEETING

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

APPROVE MEETING AGENDA

Chairman Fisher requested an amendment to the agenda under Item 4 a – Confirm Appointment of New Executive Director.

Motion: Approve agenda as presented with the amendment – by Paul Anderson, second by Bob Bearer.

Motion passed unanimously.

APPROVE MEETING MINUTES – May 10, 2018 Regular Business Meeting

Motion: Approve the May 10, 2018 WRAA Regular Business meeting minutes as written – by Paul Anderson, second by Dave Reichert.

Motion passed unanimously.

COMMENTS – AUDIENCE – None

CHAIRMAN – OPENING REMARKS

Chairman Fisher announced that he had received a phone call from the Mark Flynn Director of the Virginia Department of Aviation that Renny had been selected to receive the Lifetime Achievement Award at the annual Virginia Aviation Board Conference in August of 2018 in Norfolk, Virginia. The chairman and other board members congratulated Ms. Manuel on a job well done and in being selected for such a deserving award.

Chairman Fisher read the following proposed motion:

Motion to approve (1) the Authority's consensus, (2) the selection committee's recommendation and (3) the acceptance from Nicholas Sabo as new the Executive Director of the WRAA at a salary of \$98,000 beginning July 9, 2018.

Motion: Approve the motion as read by the Chairman – by Dave Reichert, second by J. J. Smith.

Chairman Fisher informed members that staff is going through some challenging times with the recent vacancy in the CSR position and trying to fill that position but then the account clerk Angie Lamm gave her notice that June 24, 2018 would be her last day of work. Ms. Lamm informed

Renny that she begins a new job on June 27, 2018. He added that the director had been spending more time at the airport than she should be lately but that was attributed to her dedication.

COMMITTEE REPORTS

(a) Finance Report – Secretary/Treasurer J. J. Smith

Mr. Smith presented the finance reports for the month of June 2018. He stated fuels sales were up slightly over prior year sales. The year to date income was still positive however it was slightly lower than prior year. Following brief discussion a motion to approve was made.

Mr. Smith noted that Ms. Manuel had sent out copies of the FY 2017 financial audit report recently completed. He explained various numbers and key items in the audit report. He stated that the financial position of the WRAA was in the black.

Motion: Approve the June 2018 financial report and the FY 2017 audit as presented – by Paul Anderson, second by Bob Bearer.

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 – No meeting

EXECUTIVE DIRECTOR COMMENTS

Ms. Manuel briefed the board about an upcoming project for demolition of residential structures on five parcels all located on Bufflick Road that were acquired over the past several years. The project is the T/W “A” Relocation Phase 1 – Residential Demolition and will be funded through Federal and State grants at 98% funding level with 2% local match. The project had gone out to bid with a bid opening June 21, 2018.

She also provided an update on the Phase 1 – Site Design for New Terminal Building regarding funding from the Virginia Department of Aviation. The project has been approved however there still is not enough money in the general aviation fund to award a grant. Through the Virginia Airport Operator’s Council legislation was submitted through a sponsor and passed to allow the Virginia Aviation Board to move monies from one funding group to another during the year after the first six months. Recent years the Air Carrier/Reliever fund has had a multi-million dollar balance left after award of that class group’s funding request. After January 1 of each year the VAB will be able to transfer leftover money into the General Aviation fund as needed. The funding request for the Phase 1 – Site Design has been submitted to the VDOA for their August meeting. If funds are not available at that time the project will continue to be resubmitted throughout the year.

COMMENTS – BOARD MEMBERS

Paul Anderson congratulated Ms. Manuel on her award by the DOAV and so did other members of the board.

ADJOURNMENT

There being no further business motion to adjourn at 5:43 p.m. – by J. J. Smith, second by Paul Anderson.

Motion passed unanimously.

Respectfully submitted,

J. J. Smith, Secretary/Treasurer

WRAA Adopted:

Meeting Date: May 10, 2018
Resolution Number: WRAA-2018-05-10

Motion: Bill Pifer
Seconded: David Reichert

CERTIFICATION OF CLOSED MEETING

Whereas, the Winchester Regional Airport Authority has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act: and

Whereas, Section 2.2-3711 of the Code of Virginia requires a certification of the Winchester Regional Airport Authority that such Closed Meeting was conducted in conformity with Virginia Law;

Now Therefore, Be It Resolved that the Winchester Regional Airport Authority hereby certifies that, to the best of each member's knowledge, (i) only business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the Closed Meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the Closed Meeting were heard, discussed or considered by the Winchester Regional Airport Authority.

VOTE:

Ayes = Fisher, Anderson, Smith, Haun, Reichert, Crawford

Nays = None

Absent = Fox, Bearer

(For each nay vote, the substance of the departure from the requirements of the Act should be described.

Absent from vote: Fox, Bearer

Absent from meeting: Fox, Bearer

Gene Fisher, Chairman

Winchester Regional Airport Authority
General Ledger Balance Sheet Report
As Of: 6/30/2018
All Departments Consolidated

Assets

10001011.0000 Undeposited Receipts	16,157.68
10171010.0010 County Operating Cash	77,145.24
10171011.0000 Petty Cash	500.00
10171080.0050 Inventory - Jet-A	39,778.76
10171080.0060 Inventory - Avgas	39,474.45
10171082.0000 Inventory - Merchandise	1,032.96
10171083.0000 Inventory - Oil	746.41
10171084.0000 Inventory - Automobile Gas/Airport Use	424.92
10171085.0000 Inventory - Diesel Airport Use	938.86
10171090.0080 Pre-Paid General Liability Insurance	1,541.67
10171094.0000 Prepaid Postage	85.22
10171153.0001 Oper Accounts Receivable	34,211.40
10171153.0020 ACH CC Payment	11,215.14
10171153.2404 Operating Rev Due From State Gov	501.00
10172002.0000 VRS - Deferred Outflow	97,044.00
10851010.0010 County Capital Cash	(340,833.74)
10851100.0000 Construction In Progress	1,363,794.67
10851200.0010 Fixed Assets	38,079,748.97
10851200.0020 Less Accumulated Depreciation	(13,310,767.88)
Total Assets:	26,112,739.73

Liabilities

20172020.0000 Accounts Payable - Operating Fund	101,059.46
20172020.0010 Accts Payable Credit Card Charges	19,095.22
20172021.0001 Wachovia Loan - VRA	285,994.53
20172094.6100 Accrued Leave - PTO & IDA	74,301.65
20172094.6200 Accrued Leave - Fringes	5,684.09
20172201.0000 VRS - Deferred Inflow	9,159.00
20172202.0000 VRS - Pension Liability	254,815.00
20852020.0000 Accounts Payable - Capital Fund	29,719.11
20852090.0000 Retainage Payable	10,307.50
30000000.0000 Current Earnings	(199,816.96)
30000001.0000 Retained Earnings	25,522,421.13
Total Liabilities And Equity:	26,112,739.73

Notes:

All Departments Consolidated.

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2017 Through: 6/30/2018
Selected Departments Consolidated

Income

	6/30/2018 MTD	6/30/2018 QTD	Year-To-Date
40172404 State Operating Reimbursement	501.00	2,092.29	6,982.63
40174500 Sale - Fuel	93,167.30	251,020.83	843,557.84
40174502 Sale - Merchandise	23.04	259.84	496.51
40174503 Sale - Oil	40.21	209.74	1,063.09
40174600 Rental Income	35,639.00	104,368.50	397,794.00
40174601 Income - Land Leases	1,804.00	22,098.00	59,291.00
40174617 Special Fees	2,095.20	4,133.97	14,573.52
40174618 Facility & Line Service Fees	6,655.00	18,885.00	50,855.00
40174899 Miscellaneous Revenue	104.59	153.24	886.70
40174900 Operating Appropriations	14,428.75	43,286.25	173,155.00
Total Income:	154,458.09	446,507.66	1,548,655.29

Expense

	6/30/2018 MTD	6/30/2018 QTD	Year-To-Date
54140000 Cost - Fuel	54,321.38	142,558.51	460,137.19
54140002 Cost - Merchandise	19.68	210.95	411.14
54140003 Cost - Oil	31.83	167.03	816.96
54140004 Cost - Catering	0.00	16.64	16.64
61000000 Accrued Salaries	0.00	(4,658.56)	(2,500.87)
61001000 Salaries	44,083.50	127,480.49	507,502.07
61005001 Overtime Pay	1,329.01	3,908.42	19,781.23
62000000 Accrued Leave - Fringe Benefit E	0.00	(356.38)	(191.31)
62001000 FICA	3,903.02	10,239.59	39,446.23
62002000 VSRS	3,606.28	11,375.60	46,337.54
62005000 Hospital/Medical Plans	8,452.98	26,849.98	109,771.30
62006000 Group Life Insurance	513.54	1,619.90	6,598.52
62008000 Short/Long Disab - 041 FLT - Ca	34.56	103.68	414.72
62011000 Worker's Compensation	1,290.43	3,732.89	14,940.63
63002000 Professional Svcs - Other	13,547.50	15,514.00	30,827.27
63004001 Outside Repairs & Maint Vehicle	0.00	0.00	13,571.10
63004003 Repair - Bldgs & Grounds Outside	0.00	89.95	351.90
63005000 Maintenance Contracts	0.00	956.92	6,462.92
63005001 State Funded Maintenance Conti	0.00	1,100.00	3,300.00
63010000 Contractual Services	1,936.71	6,313.88	24,179.27
65101000 Electrical Services	4,402.85	13,530.13	61,531.76
65102000 Heating Service	88.96	1,054.93	8,665.75
65103000 Water & Sewer Services	260.75	772.76	3,155.87
65204001 Postage Meter Expense	0.00	13.73	357.11
65204002 Telephones/Internet/TV Cable E	564.06	1,816.34	7,436.72
65302000 Fire/Property Insurance	981.08	2,943.24	11,773.00
65305000 Motor Vehicle Insurance	452.00	1,356.00	5,424.00
65307000 Public Officials Liability Ins	43.00	129.00	516.00
65308000 General Liability Insurance	1,541.67	4,625.00	18,500.00
65401000 Office Supplies & Computers	187.81	786.65	2,838.02
65405000 Janitorial Supplies	0.00	278.19	1,200.18
65407000 Repair/Maint Parts & Supplies	103.19	2,637.85	12,830.63
65407001 State Reimb - Repairs/Maint/Sup	0.00	600.30	4,070.72
65408000 Vehicle/Equip - Parts/Supplies	312.81	873.61	7,581.02
65408001 Airport Vehicle Fuel	755.07	2,877.61	10,458.10
65410000 Employee Uniforms	0.00	0.00	2,045.95

Run: 7/11/2018
4:47PM

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2017 Through: 6/30/2018
Selected Departments Consolidated

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	<u>6/30/2018 MTD</u>	<u>6/30/2018 QTD</u>	<u>Year-To-Date</u>
65413000 Operational Expense	105.64	306.69	969.73
65413001 Line Service Equipment	0.00	219.00	1,338.00
65413002 Security Materials & Supplies	0.00	0.00	771.99
65506000 Travel Expenses	554.55	1,085.58	2,435.15
65715000 Promotional Fund Expenses	90.00	967.00	1,002.00
65801000 Dues & Membership	0.00	125.00	1,027.95
65804000 Va Sales Tax Paid	24.66	24.66	81.91
65806000 Snow Removal Contingency Fun	0.00	0.00	5,215.84
75810000 Unemployment Claim	0.00	(40.32)	(94.08)
79001000 Lease/Rent Of Equipment	2,557.41	8,356.23	30,942.92
79101000 Loan - VRA Bond	676.08	2,054.42	8,684.43
Total Expense:	146,772.01	394,617.09	1,492,935.12
Net Income:	7,686.08	51,890.57	55,720.17

Notes: Report Period: 7/01/2017 - 6/30/2018
Selected Departments Consolidated:
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2017 Through: 6/30/2018
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	
Income								
40172404 State Operating Reimbursen	1,045.00	501.00	(544.00)	-52.1%	11,810.82	6,982.63	(4,828.19)	-40.9%
40174500 Sale - Fuel	88,305.79	93,167.30	4,861.51	5.5%	764,292.75	843,557.84	79,265.09	10.4%
40174502 Sale - Merchandise	21.83	23.04	1.21	5.5%	472.39	496.51	24.12	5.1%
40174503 Sale - Oil	131.12	40.21	(90.91)	-69.3%	737.90	1,063.09	325.19	44.1%
40174600 Rental Income	31,164.00	35,639.00	4,475.00	14.4%	419,317.59	397,794.00	(21,523.59)	-5.1%
40174601 Income - Land Leases	1,735.00	1,804.00	69.00	4.0%	57,441.00	59,291.00	1,850.00	3.2%
40174617 Special Fees	0.00	2,095.20	2,095.20	--.-%	13,561.23	14,573.52	1,012.29	7.5%
40174618 Facility & Line Service Fees	2,650.00	6,655.00	4,005.00	151.1%	22,777.77	50,855.00	28,077.23	123.3%
40174899 Miscellaneous Revenue	349.56	104.59	(244.97)	-70.1%	17,500.88	886.70	(16,614.18)	-94.9%
40174900 Operating Appropriations	13,285.38	14,428.75	1,143.37	8.6%	159,425.00	173,155.00	13,730.00	8.6%
Total Income:	138,687.68	154,458.09	15,770.41	11.4%	1,467,337.33	1,548,655.29	81,317.96	5.5%
Expense								
54140000 Cost - Fuel	46,727.49	54,321.38	7,593.89	16.3%	411,032.30	460,137.19	49,104.89	11.9%
54140002 Cost - Merchandise	39.82	19.68	(20.14)	-50.6%	476.49	411.14	(65.35)	-13.7%
54140003 Cost - Oil	99.05	31.83	(67.22)	-67.9%	565.10	816.96	251.86	44.6%
54140004 Cost - Catering	0.00	0.00	0.00	--.-%	0.00	16.64	16.64	--.-%
61000000 Accrued Salaries	2,218.50	0.00	(2,218.50)	-100.0%	10,199.69	(2,500.87)	(12,700.56)	--.-%
61001000 Salaries	41,188.10	24,992.01	(16,196.09)	-39.3%	487,358.80	488,410.58	1,051.78	0.2%
61005001 Overtime Pay	1,258.75	1,329.01	70.26	5.6%	20,924.49	19,781.23	(1,143.26)	-5.5%
62000000 Accrued Leave - Fringe Ben	169.71	0.00	(169.71)	-100.0%	780.27	(191.31)	(971.58)	--.-%
62001000 FICA	3,099.10	1,951.51	(1,147.59)	-37.0%	37,535.55	37,494.72	(40.83)	-0.1%
62002000 VSRS	12,914.32	1,803.14	(11,111.18)	-86.0%	52,410.44	44,534.40	(7,876.04)	-15.0%
62005000 Hospital/Medical Plans	8,832.38	4,553.06	(4,279.32)	-48.5%	90,856.63	105,871.38	15,014.75	16.5%
62006000 Group Life Insurance	539.56	256.77	(282.79)	-52.4%	6,163.42	6,341.75	178.33	2.9%
62008000 Short/Long Disab - 041 FLT	33.76	17.28	(16.48)	-48.8%	350.28	397.44	47.16	13.5%
62011000 Worker's Compensation	1,319.39	742.48	(576.91)	-43.7%	15,746.18	14,392.68	(1,353.50)	-8.6%
63002000 Professional Svcs - Other	2,503.00	13,547.50	11,044.50	441.3%	29,113.40	30,827.27	1,713.87	5.9%
63004001 Outside Repairs & Maint Ver	0.00	0.00	0.00	--.-%	5,736.67	13,571.10	7,834.43	136.6%
63004003 Repair - Bldgs & Grounds Out	464.95	0.00	(464.95)	-100.0%	1,402.05	351.90	(1,050.15)	-74.9%
63005000 Maintenance Contracts	0.00	0.00	0.00	--.-%	6,300.40	6,462.92	162.52	2.6%
63005001 State Funded Maintenance C	0.00	0.00	0.00	--.-%	3,200.00	3,300.00	100.00	3.1%
63007000 Advertising	0.00	0.00	0.00	--.-%	611.20	0.00	(611.20)	-100.0%
63010000 Contractual Services	1,931.81	1,936.71	4.90	0.3%	25,983.72	24,179.27	(1,804.45)	-6.9%

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2017 Through: 6/30/2018
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	4,004.52	0.00	(4,004.52)	-100.0%	56,580.43	57,128.91	548.48	1.0%
65102000 Heating Service	106.42	88.96	(17.46)	-16.4%	5,639.87	8,665.75	3,025.88	53.7%
65103000 Water & Sewer Services	216.73	260.75	44.02	20.3%	2,617.46	3,155.87	538.41	20.6%
65204001 Postage Meter Expense	7.54	0.00	(7.54)	-100.0%	221.48	357.11	135.63	61.2%
65204002 Telephones/Internet/TV Cabl	586.01	564.06	(21.95)	-3.7%	7,346.57	7,436.72	90.15	1.2%
65302000 Fire/Property Insurance	981.08	981.08	0.00	0.0%	11,773.00	11,773.00	0.00	0.0%
65305000 Motor Vehicle Insurance	508.50	452.00	(56.50)	-11.1%	6,102.00	5,424.00	(678.00)	-11.1%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	516.00	516.00	0.00	0.0%
65308000 General Liability Insurance	1,541.67	1,541.67	0.00	0.0%	18,500.00	18,500.00	0.00	0.0%
65401000 Office Supplies & Computers	86.62	187.81	101.19	116.8%	3,430.10	2,838.02	(592.08)	-17.3%
65405000 Janitorial Supplies	177.66	0.00	(177.66)	-100.0%	1,109.20	1,200.18	90.98	8.2%
65407000 Repair/Maint Parts & Supplie	151.42	103.19	(48.23)	-31.9%	4,863.94	12,830.63	7,966.69	163.8%
65407001 State Reimb - Repairs/Maint	0.00	0.00	0.00	--.-%	1,588.52	4,070.72	2,482.20	156.3%
65408000 Vehicle/Equip - Parts/Supplie	611.90	312.81	(299.09)	-48.9%	8,838.38	7,581.02	(1,257.36)	-14.2%
65408001 Airport Vehicle Fuel	1,528.62	755.07	(773.55)	-50.6%	8,268.80	10,458.10	2,189.30	26.5%
65410000 Employee Uniforms	149.14	0.00	(149.14)	-100.0%	984.93	2,045.95	1,061.02	107.7%
65413000 Operational Expense	0.00	105.64	105.64	--.-%	4,687.39	969.73	(3,717.66)	-79.3%
65413001 Line Service Equipment	12.50	0.00	(12.50)	-100.0%	1,217.66	1,338.00	120.34	9.9%
65413002 Security Materials & Supplie:	73.30	0.00	(73.30)	-100.0%	250.11	771.99	521.88	208.7%
65506000 Travel Expenses	1,113.69	554.55	(559.14)	-50.2%	4,921.14	2,435.15	(2,485.99)	-50.5%
65715000 Promotional Fund Expenses	0.00	90.00	90.00	--.-%	14,997.50	1,002.00	(13,995.50)	-93.3%
65801000 Dues & Membership	0.00	0.00	0.00	--.-%	1,663.15	1,027.95	(635.20)	-38.2%
65804000 Va Sales Tax Paid	21.99	24.66	2.67	12.1%	62.04	81.91	19.87	32.0%
65806000 Snow Removal Contingency	0.00	0.00	0.00	--.-%	4,097.62	5,215.84	1,118.22	27.3%
75810000 Unemployment Claim	0.00	0.00	0.00	--.-%	406.40	(94.08)	(500.48)	--.-%
79001000 Lease/Rent Of Equipment	2,463.41	2,557.41	94.00	3.8%	29,982.03	30,942.92	960.89	3.2%
79101000 Loan - VRA Bond	778.96	676.08	(102.88)	-13.2%	16,136.82	8,684.43	(7,452.39)	-46.2%
Total Expense:	138,504.37	114,801.10	(23,703.27)	-17.1%	1,423,549.62	1,460,964.21	37,414.59	2.6%
Net Income:	183.31	39,656.99	39,473.68	###.##%	43,787.71	87,691.08	43,903.37	100.3%

Notes: Report Period: 7/01/2017 - 6/30/2018
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	2945272	6/15/2018		4017-081090-5414-000-000-	.00	32,482.28	11313	MERCHANDISE FOR RESALE	21640
						CHECK TOTAL		32,482.28			
00000	004447	J & J JANITORIAL &	171384	6/15/2018		4017-081090-3010-000-000-	.00	1,698.33	11314	OTHER CONTRACTUAL SERVICES	21640
00000	004447	J & J JANITORIAL &	171385	6/15/2018		4017-081090-9001-000-000-	.00	1,100.00	11314	LEASE/RENT OF EQUIPMENT	21640
						CHECK TOTAL		2,798.33			
00000	003903	AUSTIN ELECTRICAL	0014005-IN	6/15/2018		4017-081090-5407-000-001-	.00	600.30	699588	STATE - PARTS AND SUPPLIES	21640
						CHECK TOTAL		600.30			
						CLASS TOTAL		35,880.91			

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	05/31/2018	6/25/2018		4017-081090-3010-000-000-	.00	503.75	11366	OTHER CONTRACTUAL SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-3010-000-000-	.00	238.38	11366	OTHER CONTRACTUAL SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5101-000-000-	.00	4,885.50	11366	ELECTRICAL SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5102-000-000-	.00	100.36	11366	HEATING SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5102-000-000-	.00	272.03	11366	HEATING SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5102-000-000-	.00	103.54	11366	HEATING SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5102-000-000-	.00	332.09	11366	HEATING SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5103-000-000-	.00	64.66	11366	WATER & SEWAGE SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5103-000-000-	.00	40.42	11366	WATER & SEWAGE SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5103-000-000-	.00	109.99	11366	WATER & SEWAGE SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5103-000-000-	.00	45.68	11366	WATER & SEWAGE SERVICES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5204-000-002-	.00	527.28	11366	TELEPHONE	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5204-000-002-	.00	60.87	11366	TELEPHONE	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5204-000-002-	.00	36.78	11366	TELEPHONE	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5401-000-000-	.00	82.86	11366	OFFICE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5401-000-000-	.00	198.92	11366	OFFICE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5401-000-000-	.00	8.67	11366	OFFICE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5401-000-000-	.00	59.62	11366	OFFICE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5401-000-000-	.00	44.99	11366	OFFICE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5405-000-000-	.00	148.82	11366	JANITORIAL SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5407-000-000-	.00	11.23	11366	REPAIR AND MAINTENANCE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5407-000-000-	.00	28.48	11366	REPAIR AND MAINTENANCE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5407-000-000-	.00	23.67	11366	REPAIR AND MAINTENANCE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5407-000-000-	.00	53.71	11366	REPAIR AND MAINTENANCE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5407-000-000-	.00	43.72	11366	REPAIR AND MAINTENANCE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5407-000-000-	.00	143.94	11366	REPAIR AND MAINTENANCE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5407-000-000-	.00	9.95	11366	REPAIR AND MAINTENANCE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5407-000-000-	.00	1,139.53	11366	REPAIR AND MAINTENANCE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5407-000-000-	.00	901.00	11366	REPAIR AND MAINTENANCE SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5408-000-000-	.00	36.84	11366	VEHICLE AND POWERED EQUIP SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5408-000-000-	.00	78.19	11366	VEHICLE AND POWERED EQUIP SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5408-000-000-	.00	279.32	11366	VEHICLE AND POWERED EQUIP SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5408-000-001-	.00	1,392.13	11366	VEHICLE GAS-AIRPORT USE	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5413-000-000-	.00	69.50	11366	OTHER OPERATING SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5413-000-000-	.00	30.91	11366	OTHER OPERATING SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5413-000-000-	.00	384.91	11366	OTHER OPERATING SUPPLIES	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5414-000-000-	.00	125.22	11366	MERCHANDISE FOR RESALE	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5414-000-000-	.00	401.55	11366	MERCHANDISE FOR RESALE	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-5715-000-000-	.00	451.00	11366	PROMOTIONAL FUND	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-9001-000-000-	.00	165.41	11366	LEASE/RENT OF EQUIPMENT	21644
00000	007822	BANK OF AMERICA N A	05/31/2018	6/25/2018		4017-081090-9001-000-000-	.00	84.00	11366	LEASE/RENT OF EQUIPMENT	21644
CHECK TOTAL								13,629.44			
CLASS TOTAL								13,629.44			

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	2948436	6/29/2018		4017-081090-5414-000-000-	.00	21,036.66	11382	MERCHANDISE FOR RESALE	21645
00000	003596	EASTERN AVIATION FUELS	R2962403	6/29/2018		4017-081090-9001-000-000-	.00	2,100.00	11382	LEASE/RENT OF EQUIPMENT	21645
						CHECK TOTAL		23,136.66			
00000	004484	ERVAN MICHAEL L	7803-AIRPORT	6/29/2018		4017-081090-3002-000-000-	.00	1,197.00	11383	PROFESSIONAL SERVICES	21645
						CHECK TOTAL		1,197.00			
						CLASS TOTAL		24,333.66			

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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00000	005693	REZIN INC	3777	6/29/2018		4085-081030-8801-000-160-	.00	1,674.00	11400	RELOCATE TAXIWAY A PHASE 1 DEMO	21645
00000	005693	REZIN INC	3778	6/29/2018		4085-081030-8801-000-160-	.00	825.00	11400	RELOCATE TAXIWAY A PHASE 1 DEMO	21645
						CHECK TOTAL		2,499.00			
						CLASS TOTAL		2,499.00			

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	4TH QTR-FY18A	7/10/2018		4017-081090-5804-000-000-	.00	24.66	11468	TAXES-FED, EXCISE & STATE	21654
						CHECK TOTAL		24.66			
						CLASS TOTAL		24.66			

**Winchester Regional
Airport
Fuel Gallons Sold**

TOTAL GALLONS OF FUEL PRODUCTS SOLD																	Increase/ (Decrease) Over Prior Year	
Fiscal Year	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	FY 2018	Over/ (Short)
July	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	16,418	(6,026)
August	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	14,004	(1,695)
September	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	15,144	116
October	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	18,087	(2,492)
November	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	14,097	14,811	715
December	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	8,887	12,882	3,995
January	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	8,787	12,195	3,409
February	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	13,733	11,535	(2,198)
March	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	10,481	13,095	2,615
April	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	11,976	14,175	2,199
May	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	14,980	17,472	2,493
June	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	19,781	20,428	647
Total	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	176,468	180,246	3,778

BREAKDOWN BY FUEL TYPE - GALLONS ONLY																				
Fiscal Year	FY 2010		FY 2011		FY 2012		FY 2013		FY 2014		FY 2015		FY 2016		FY 2017		FY 2018		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	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	11,582	4,836	(4,863)	(1,163)
August	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	8,899	5,105	(510)	(1,185)
September	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	10,140	5,004	1,253	(1,137)
October	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	13,242	4,845	(546)	(1,946)
November	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	9,389	4,708	10,929	3,882	1,540	(826)
December	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	5,854	3,033	9,143	3,739	3,289	706
January	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	6,334	2,453	9,686	2,509	3,352	57
February	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	9,983	3,750	9,232	2,303	(751)	(1,447)
March	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	7,050	3,431	9,071	4,024	2,021	594
April	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	8,157	3,819	10,462	3,713	2,305	(106)
May	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	11,397	3,583	12,977	4,495	1,580	913
June	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	14,852	4,929	12,771	7,657	(2,081)	2,728
Total	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	121,545	54,923	128,134	52,112	6,589	(2,811)