



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, August 9, 2018 at 5:00pm.

Gene Fisher, Chairman, Presiding

1. Open Meeting
2. Approve Meeting Agenda
3. Approve Minutes
 - July 12, 2018 - WRAA Business Meeting
4. Comments – Audience
5. Chairman – Opening Remarks
6. Committee Reports
 - a. Financial Report- Secretary/Treasurer-J.J. Smith
 - July 2018 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

JULY 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 5:00p.m., July 12, 2018.

Present: Gene Fisher, Paul Anderson, J.J. Smith, John Crawford, Bob Bearer

Absent: Archie Fox, Bill Pifer, Dave Reichert, Frank Haun

CALL TO ORDER

Chairman Fisher called the meeting to order at 5:01 p.m. He asked the board members to give a brief introduction for the benefit of the new Executive Director.

APPROVE MEETING AGENDA

Motion: Approve agenda as presented –by Paul Anderson, second by J.J. Smith. Motion passed unanimously.

NOMINATION OF OFFICERS FOR FY 2019

Nomination of Gene Fisher for Chairman

Motion: Close the nominations and appoint Gene Fisher as Chairman for FY 2019 - Paul Anderson, second John Crawford. Motion passed unanimously.

Nomination of Paul Anderson for Vice-Chairman

Motion: Close the nominations and appoint Paul Anderson as Vice-Chairman for FY 2019 – J.J. Smith, second by Bob Bearer. Motion passed unanimously.

Nomination of J.J. Smith for Secretary/Treasurer

Motion: Close the nominations and appoint J.J. Smith as Secretary/Treasurer for FY 2019 - Paul Anderson, second by Bob Bearer. Motion passed unanimously.

Chairman Fisher thanked the board for their continued support of his chairmanship.

APPROVE MEETING MINUTES- June 14, 2018 Regular Business Meeting

The draft meeting minutes carried forward the Certification of Closed Meeting from May. The board acknowledged that this attachment should be deleted. Chairman Fisher requested and received consensus from the board to approve the June 14, 2018 WRAA Regular Business meeting minutes with the Certification of Closed Meeting attachment removed.

COMMENTS- AUDIENCE-None

CHAIRMAN-OPENING REMARKS

Chairman Fisher thanked Renny for her efforts in onboarding Mr. Sabo and ensuring coverage for two vacant positions that the airport is actively hiring.

The Account Clerk position description is being revised to accurately capture the job duties and responsibilities, and may include a title change. There will be no fiscal impact to the budget. Chairman Fisher received consensus from the board that they support the changes and authorize the Executive Director to finalize the revision with the Human Resources department.

COMMITTEE REPORTS

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

Treasurer Smith presented the pre-audit June 2018 financial reports. He stated the June report is the completion of the FY 2018 fiscal year. The preliminary report indicates a positive net compared to the previous fiscal year, most of which can be attributed to increased fuel sales.

Motion: Approve the June 2018 financial report 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

Mr. Sabo informed the board that the airport will be submitting a federal grant application in the coming days for a total amount of \$221,000. The project is named "Relocate Taxiway A- Phase 1 -Residential Demolition" and includes the design, bidding, and construction administration costs to demolish 4 houses along Bufflick Road. The Executive Director requested authorization to sign/execute all pertinent documents on behalf of the Authority related to the grant, bid award, and contract pending favorable review by the FAA, Virginia Department of Aviation (DVOA), and airport attorney.

Motion: Authorize the Executive Director to sign/execute all documents related to the grant, bid award, and contract pending favorable review by the FAA, DVOA, and airport attorney-by Paul Anderson, second by Bob Bearer.

Motion passed unanimously.

Ms. Manuel informed the board that the runway is scheduled to be closed the week of July 23rd for maintenance. There will not be a taxiway available for fixed wing aircraft operations.

She also explained that state legislation was recently passed to allow the Virginia Aviation Board (VAB) to move unspent capital funds between from commercial service airports to general aviation airports. This policy change will create an additional opportunity for capital projects to be approved by the VAS after the first 6 months of a given fiscal year.

Ms. Manuel concluded her final report by thanking David Foley for his help managing operations amidst the personnel turnover and end of the year financial reporting.

COMMENTS-BOARD MEMBERS

Paul Anderson – He stated that Ms. Manuel is one of the best airport managers in the state and will be recognized accordingly at the state aviation conference in August. He congratulated her on retirement.

J.J. Smith – He thanked Ms. Manuel and wished her the best in retirement

Bob Bearer – He wished Ms. Manuel well and thanked her for her service to the airport

John Crawford – He echoed everyone else's comments and wished Ms. Manuel well in retirement.

ADJOURNMENT

There being no further business, a motion was made to adjourn at 5:34 p.m. - by Paul Anderson, second by John Crawford. Motion passed unanimously.

Respectfully submitted,

J.J. Smith, Secretary/Treasurer

WRAA Adopted:

Winchester Regional Airport Authority
General Ledger Balance Sheet Report

As Of: 7/31/2018

All Departments Consolidated

Assets

Undeposited Receipts	483.50
Operating Cash In Bank	63,853.72
Petty Cash	500.00
Inventory - Fuel	101,635.44
Inventory - Merchandise	960.87
Inventory - Oil	768.45
Inventory- Automobile Gas/Airport Use	568.99
Inventory - Diesel Airport Use	753.29
Pre-Paid Insurance	21,939.00
Prepaid Postage	84.78
Accounts Receivable	56,302.12
VAS- Deferred Outflow	97,044.00
Capital Cash In Bank	(355,347.82)
Construction In Progress	1,363,794.67
Capital Accounts Receivable	7,500.00
Net Fixed Assets	24,768,981.09

Total Assets:	26,129,822.10

Winchester Regional Airport Authority
General Ledger Balance Sheet Report

As Of: 7/31/2018
All Departments Consolidated

Liabilities

Miscellaneous Balance	5.07
Accounts Payable- Operating Fund	127,997.59
Long-Term Notes	282,232.97
Accrued Leave & Fringes	76,226.26
VAS - Deferred Inflow	9,159.00
VAS- Pension Liability	254,815.00
Virginia State Sales Tax	11.90
Accounts Payable- Capital Fund	716.12
Retainage Payable	10,307.50
Retained Earnings	<u>25,320,614.70</u>
Total Liabilities:	26,082,086.11

Equity

Current Earnings	<u>47,735.99</u>
Total Equity:	47,735.99
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Total Liabilities and Equity:	26,129,822.10

Notes:

All Departments Consolidated.

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

<u>Income</u>	7/31/2018 MTD	7/31/2018 QTD	Year-To-Date
State Operating Reimbursement	(17.50)	(17.50)	(17.50)
Sale- Fuel	83,898.53	83,898.53	83,898.53
Sale - Merchandise	88.95	88.95	88.95
Sale-Oil	135.80	135.80	135.80
Rental Income	36,376.00	36,376.00	36,376.00
Income - Land Leases	1,804.00	1,804.00	1,804.00
Facility & Line Service Fees	4,120.00	4,120.00	4,120.00
Miscellaneous Revenue	24.81	24.81	24.81
Operating Appropriations	13,323.00	13,323.00	13,323.00
Capital Approp- Clarke Warren Shenadoah	7,500.00	7,500.00	7,500.00
TotalIncome:	147,253.59	147,253.59	147,253.59

<u>Cost Of Sales</u>	7/31/2018 MTD	7/31/2018 QTD	Year-To-Date
TotalCost Of Sales:	0.00	0.00	0.00
Gross Profit:	147,253.59	147,253.59	147,253.59

<u>Expense</u>	7/31/2018 MTD	7/31/2018 QTD	Year-To-Date
Cost- Fuel	51,548.95	51,548.95	51,548.95
Cost- Merchandise	72.09	72.09	72.09
Cost- Oil	104.32	104.32	104.32
Salaries	23,467.17	23,467.17	23,467.17
Overtime Pay	1,871.69	1,871.69	1,871.69
FICA	1,877.12	1,877.12	1,877.12
VSRS	1,704.86	1,704.86	1,704.86
Hospital/MedicalPlans	4,226.49	4,226.49	4,226.49
Group Life Insurance	243.81	243.81	243.81
Short/Long Disab- 041 FLT -Carlson	17.79	17.79	17.79
Worker's Compensation	708.97	708.97	708.97
Outside Repairs & Maint Vehicle/Equip	573.19	573.19	573.19
Repair- Bigs & Grounds Outside Repairs	1,104.72	1,104.72	1,104.72
Maintenance Contracts	831.00	831.00	831.00
Advertising	35.00	35.00	35.00
Contractual Services	253.87	253.87	253.87
Heating Service	86.74	86.74	86.74
Water & Sewer Services	384.12	384.12	384.12
Telephones/Intemevrv Cable Expense	602.51	602.51	602.51
Fire/Property Insurance	1,022.00	1,022.00	1,022.00
Motor Vehicle Insurance	510.00	510.00	510.00
Public Officials Liability Ins	43.00	43.00	43.00
General Liability Insurance	1,541.67	1,541.67	1,541.67
Office Supplies & Computers	59.98	59.98	59.98
Janitorial Supplies	70.59	70.59	70.59
Repair/Maint Parts & Supplies	477.57	477.57	477.57
State Reimb- Repairs/Maint/Supplies	347.39	347.39	347.39
Vehicle/Equip- Parts/Supplies	363.98	363.98	363.98
Airport Vehicle Fuel	1,408.66	1,408.66	1,408.66

Winchester Regional Airport Authority

General Ledger Standard Income Report

For The Period: 7/01/2018 Through: 7/31/2018

All Departments Consolidated

	<u>7/31/2018 MTD</u>	<u>7/31/2018 QTD</u>	<u>Year-To-Date</u>
OperationalExpense	21.83	21.83	21.83
TravelExpenses	945.00	945.00	945.00
Dues & Membership	135.20	135.20	135.20
Lease/Rent Of Equipment	2,189.00	2,189.00	2,189.00
Loan - VRA Bond	667.32	667.32	667.32
TotalExpense:	99,517.60	99,517.60	99,517.60
Profit Before Other:	47,735.99	47,735.99	47,735.99
<u>Other Income</u>	7/31/2018 MTO	7/31/2018 QTO	<u>Year-To-Date</u>
TotalOther Income:	0.00	0.00	0.00
Other Expense	7/31/2018 MTO	7/31/2018 QTD	<u>Year-To-Date</u>
TotalOther Expense:	0.00	0.00	0.00
Net Income:	47,735.99	47,735.99	47,735.99

Notes:Report Period: 7/01/2018- 7/31/2018
All Departments Consolidated.

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2018 Through: 7/31/2018
All 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	0.00	(17.50)	(17.50)	--.-%	0.00	(17.50)	(17.50)	--.o/o
40174500 Sale- Fuel	75,330.69	83,898.53	8,567.84	11.4%	75,330.69	83,898.53	8,567.84	11.4%
40174502 Sale - Merchandise	45.70	88.95	43.25	94.6%	45.70	88.95	43.25	94.6%
40174503 Sale - Oil	171.26	135.80	(35.46)	-20.7%	171.26	135.80	(35.46)	-20.7%
40174600 Rental Income	32,207.00	36,376.00	4,169.00	12.9%	32,207.00	36,376.00	4,169.00	12.9%
40174601 Income- Land Leases	1,735.00	1,804.00	69.00	4.0%	1,735.00	1,804.00	69.00	4.0%
40174617 SpecialFees	2,086.29	0.00	(2,086.29)	-100.0%	2,086.29	0.00	(2,086.29)	-100.0%
40174618 Facility & Line Service Fees	2,070.00	4,120.00	2,050.00	99.0%	2,070.00	4,120.00	2,050.00	99.0%
40174899 Miscellaneous Revenue	229.30	24.81	(204.49)	-89.2%	229.30	24.81	(204.49)	-89.2%
40174900 Operating Appropriations	14,438.75	13,323.00	(1,115.75)	-7.7%	14,438.75	13,323.00	(1,115.75)	-7.7%
40854900 Capital Approp - Clarke Wan	5,625.00	7,500.00	1,875.00	33.3%	5,625.00	7,500.00	1,875.00	33.3%
40854901 Capital Approp- Frederick C	3,495.87	0.00	(3,495.87)	-100.0%	3,495.87	0.00	(3,495.87)	-100.0%
40854902 CapitalApprop - City Of Win	1,165.29	0.00	(1,165.29)	-100.0%	1,165.29	0.00	(1,165.29)	-100.0%
Total Income:	138,600.15	147,253.59	8,653.44	6.2%	138,600.15	147,253.59	8,653.44	6.2%
Cost Of Sales								
Total Cost Of Sales:	0.00	0.00	0.00	-.o/o	0.00	0.00	0.00	-.o/o
Gross Profit:	138,600.15	147,253.59	8,653.44	6.2%	138,600.15	147,253.59	8,653.44	6.2%
Expense								
54140000 Cost - Fuel	38,062.17	51,548.95	13,486.78	35.4%	38,062.17	51,548.95	13,486.78	35.4%
54140002 Cost- Merchandise	34.11	72.09	37.98	111.3%	34.11	72.09	37.98	111.3%
54140003 Cost - Oil	138.43	104.32	(34.11)	-24.6%	138.43	104.32	(34.11)	-24.6%
61000000 Accrued Salaries	1,707.76	0.00	(1,707.76)	-100.0%	1,707.76	0.00	(1,707.76)	-100.0%
61001000 Salaries	42,224.62	23,467.17	(18,757.45)	-44.4%	42,224.62	23,467.17	(18,757.45)	-44.4%
61005001 Overtime Pay	3,384.73	1,871.69	(1,513.04)	-44.7%	3,384.73	1,871.69	(1,513.04)	-44.7%
62000000 Accrued Leave - Fringe Ben1	130.65	0.00	(130.65)	-100.0%	130.65	0.00	(130.65)	-100.0%
62001000 FICA	3,375.34	1,8n.12	(1,498.22)	-44.4%	3,375.34	1,8n.12	(1,498.22)	-44.4%
62002000 VSRS	3,884.66	1,704.86	(2,179.80)	-56.1%	3,884.66	1,704.86	(2,179.80)	-56.1%
62005000 Hospital/Medical Plans	9,213.48	4,226.49	(4,986.99)	-54.1%	9,213.48	4,226.49	(4,986.99)	-54.1%
62006000 Group Life Insurance	553.18	243.81	(309.37)	-55.9%	553.18	243.81	(309.37)	-55.9%
62008000 Short/Long Disab - 041 FLT	34.56	17.79	(16.n)	-48.5%	34.56	17.79	(16.n)	-48.5%

Winchester Regional Airport Authority
General Ledger Two Year Income Report
For the Current-Year Period: 7/01/2018 Through: 7/31/2018
All 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	
62011000 Worker's Compensation	1,276.00	708.97	(567.03)	-44.4%	1,276.00	708.97	(567.03)	-44.4%
63002000 Professional Svcs - Other	1,466.00	0.00	(1,466.00)	-100.0%	1,466.00	0.00	(1,466.00)	-100.0%
63004001 Outside Repairs & Maint Vet	479.92	573.19	93.27	19.4%	479.92	573.19	93.27	19.4%
63004003 Repair- Bigs & Grounds Out	261.95	1,104.72	842.77	321.7%	261.95	1,104.72	842.77	321.7%
63005000 Maintenance Contracts	2,054.00	831.00	(1,223.00)	-59.5%	2,054.00	831.00	(1,223.00)	-59.5%
63007000 Advertising	0.00	35.00	35.00	--a/a	0.00	35.00	35.00	--a/a
63010000 Contractual Services	1,973.84	253.87	(1,719.97)	-87.1%	1,973.84	253.87	(1,719.97)	-87.1%
65101000 Electrical Services	4,251.44	0.00	(4,251.44)	-100.0%	4,251.44	0.00	(4,251.44)	-100.0%
65102000 Heating Service	107.85	86.74	(21.11)	-19.6%	107.85	86.74	(21.11)	-19.6%
65103000 Water & Sewer Services	240.17	384.12	143.95	59.9%	240.17	384.12	143.95	59.9%
65204001 Postage Meter Expense	9.93	0.00	(9.93)	-100.0%	9.93	0.00	(9.93)	-100.0%
65204002 Telephones/Internet/V Cabl	587.79	602.51	14.72	2.5%	587.79	602.51	14.72	2.5%
65302000 Fire/Property Insurance	981.12	1,022.00	40.88	4.2%	981.12	1,022.00	40.88	4.2%
65305000 Motor Vehicle Insurance	452.00	510.00	58.00	12.8%	452.00	510.00	58.00	12.8%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	43.00	43.00	0.00	0.0%
65308000 General Liability Insurance	1,541.67	1,541.67	0.00	0.0%	1,541.67	1,541.67	0.00	0.0%
65401000 Office Supplies & Computer	162.86	59.98	(102.88)	-63.2%	162.86	59.98	(102.88)	-63.2%
65405000 Janitorial Supplies	61.67	70.59	8.92	14.5%	61.67	70.59	8.92	14.5%
65407000 Repair/Maint Parts & Supplie	22.18	477.57	455.39	2053.2%	22.18	477.57	455.39	2053.2%
65407001 State Reimb- Repairs/Maint	0.00	347.39	347.39	--a/a	0.00	347.39	347.39	--a/a
65408000 Vehicle/Equip- Parts/Supplie	306.46	363.98	57.52	18.8%	306.46	363.98	57.52	18.8%
65408001 Airport Vehicle Fuel	1,099.62	1,408.66	309.04	28.1%	1,099.62	1,408.66	309.04	28.1%
65410000 Employee Uniforms	663.37	0.00	(663.37)	-100.0%	663.37	0.00	(663.37)	-100.0%
65413000 Operational Expense	12.99	21.83	8.84	68.1%	12.99	21.83	8.84	68.1%
65413002 Security Materials & Supplie!	465.17	0.00	(465.17)	-100.0%	465.17	0.00	(465.17)	-100.0%
65506000 Travel Expenses	300.00	945.00	645.00	215.0%	300.00	945.00	645.00	215.0%
65801000 Dues & Membership	344.00	135.20	(208.80)	-60.7%	344.00	135.20	(208.80)	-60.7%
79001000 Lease/Rent Of Equipment	2,184.00	2,189.00	5.00	0.2%	2,184.00	2,189.00	5.00	0.2%
79101000 Loan- VRA Bond	770.44	667.32	(103.12)	-13.4%	770.44	667.32	(103.12)	-13.4%
83002000 Legal Services - Capital Proj	13,146.06	0.00	(13,146.06)	-100.0%	13,146.06	0.00	(13,146.06)	-100.0%
87336035 Grant 35 Northside Connect!	54,659.57	0.00	(54,659.57)	-100.0%	54,659.57	0.00	(54,659.57)	-100.0%
Total Expense:	192,668.76	99,517.60	(93,151.16)	-48.3%	192,668.76	99,517.60	(93,151.16)	-48.3%
Net Income:	(54,068.61)	47,735.99	101,804.60	--a/a	(54,068.61)	47,735.99	101,804.60	--a/a

Run: 8/03/2018
3:23PM

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

Page:3 of 3

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

Notes:Report Period: 7/01/20187/31/2018
AllDepartments Consolidated.

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Winchester Regional
Airport
Fuel Gallons Sold

TOTAL GALLONS OF FUEL PRODUCTS SOLD																	Increase/ (Decrease) Over Prior Year	
Fiscal Year	FY 2003	FY 2004	FY2005	FY 2006	FY 2007	FY200B	FY2009	FY2010	FY 2011	FY 2012	FY 2013	FY2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	Over/ (Short)
July	29,067	29,004	32,148	39,991	44,406	52,458	42,724	29,277	31,814	36,654	18,673	19,778	15,431	17,079	22,444	16,418	16,832	414
August	31,600	30,703	32,205	49,471	44,298	53,349	36,611	26,159	24,324	34,261	19,755	17,900	15,552	18,267	15,699	14,004		
September	31,584	31,070	32,730	47,833	40,415	41,111	36,983	29,081	27,575	6,733	19,177	20,136	20,680	15,485	15,028	15,144		
October	35,137	44,219	42,898	49,156	48,472	54,712	40,344	36,999	32,623	5,658	17,645	20,085	21,535	19,072	20,578	18,087		
November	28,229	36,589	32,256	37,899	40,906	44,937	28,282	26,294	26,193	4,599	25,527	13,361	12,474	12,393	14,097	14,811		
December	22,104	25,514	34,088	32,217	34,816	30,299	24,216	23,396	19,468	9,701	17,367	11,706	9,372	14,146	8,887	12,882		
January	19,881	26,933	34,354	33,370	36,369	25,001	20,456	21,370	23,108	16,610	21,208	10,443	7,351	7,376	8,787	12,195		
February	16,372	36,979	39,873	41,432	30,564	28,430	18,250	15,900	23,091	19,477	11,316	8,987	7,587	7,877	13,733	11,535		
March	24,803	52,501	48,839	55,044	30,069	25,002	28,433	23,362	29,594	17,122	13,238	12,287	6,922	9,384	10,481	13,095		
April	30,834	46,511	56,674	53,708	32,760	34,396	29,187	31,277	23,299	16,214	14,214	13,910	13,692	11,735	11,976	14,175		
May	26,609	40,725	43,364	51,963	45,042	39,383	26,908	31,700	29,507	28,509	21,282	13,669	13,077	12,943	14,980	17,472		
June	25,836	47,148	53,309	50,846	40,219	38,584	35,972	34,248	30,783	21,605	19,214	18,127	11,742	21,351	19,781	20,428		
Total	322,055	447,894	482,738	542,931	468,336	467,661	368,366	329,063	321,378	217,142	218,618	180,388	155,414	167,106	176,468	180,246	16,832	414

BREAKDOWN BY FUEL TYPE - GALLONS ONLY																				
Fiscal Year	FY 2011		FY 2012		FY 2013		FY 2014		FY 2015		FY 2016		FY 2017		FY 2018		FY 2019		Increase/ (Decrease)	
	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas	Jet-A	Avgas
July	23,974	7,840	29,620	7,034	13,227	5,446	14,211	5,567	10,055	5,376	11,415	5,664	16,445	5,999	11,582	4,836	12,016	4,816	434	(20)
AUGUST	15,974	8,350	28,547	5,714	13,919	5,836	13,172	4,728	9,768	5,784	11,580	6,687	9,409	6,290	8,899	5,105				
September	20,674	6,901	5,013	1,720	13,529	5,648	12,525	7,611	14,310	6,370	8,504	6,981	8,887	6,141	10,140	5,004				
October	23,795	8,828	3,162	2,496	11,602	6,043	13,605	6,480	16,647	4,888	13,265	5,807	13,788	6,790	13,242	4,845				
November	18,459	7,734	2,374	2,225	18,795	6,732	9,002	4,359	8,970	3,504	8,532	3,861	9,389	4,708	10,929	3,882				
December	14,455	5,013	7,605	2,096	14,273	3,094	8,751	2,955	6,174	3,198	10,515	3,631	5,854	3,033	9,143	3,739				
January	19,156	3,952	13,661	2,949	17,876	3,332	8,348	2,095	5,436	1,915	5,191	2,185	6,334	2,453	9,686	2,509				
February	18,794	4,297	16,482	2,995	9,341	1,975	6,063	2,924	5,543	2,044	5,604	2,273	9,983	3,750	9,232	2,303				
March	22,797	6,797	13,285	3,837	9,293	3,945	9,523	2,764	4,555	2,367	6,604	2,780	7,050	3,431	9,071	4,024				
April	18,591	4,708	12,039	4,175	9,821	4,393	8,757	5,153	8,498	5,194	7,476	4,259	8,157	3,819	10,462	3,713				
May	24,154	5,353	22,495	6,014	16,227	5,055	8,749	4,920	6,813	6,264	9,216	3,727	11,397	3,583	12,977	4,495				
June	23,656	7,127	15,558	6,047	13,245	5,969	11,976	6,151	7,088	4,654	15,519	5,832	14,852	4,929	12,771	7,657				
Total	244,479	76,899	169,841	47,301	161,148	57,470	124,682	55,706	103,857	51,557	113,421	53,685	121,545	54,923	128,134	52,112	12,016	4,816	434	(20)