



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, November 8th, 2018, at 5:00 P.M.

Gene Fisher, Chairman, Presiding

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

October 11th, 2018, WRAA Business Meeting

4. Comments – Audience
5. Chairman – Opening Remarks
6. Committee Reports
 - a. Financial Report – Secretary/Treasurer – J.J. Smith
October 2018 Financial Report – 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

OCTOBER 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. on October 11, 2018.

Present: Gene Fisher, Paul Anderson, Dave Reichert, Bill Pifer, J.J. Smith

Absent: Archie Fox, Frank Haun, John Crawford

OPEN MEETING

Chairman Fisher called the meeting to order at 5:00 P.M.

APPROVE MEETING AGENDA

Motion: Approve agenda as distributed – by Paul Anderson, second by Bill Pifer. Motion passed unanimously.

APPROVE MEETING MINUTES – September 13, 2018 Regular Business Meeting

Motion: Approve meeting minutes as distributed - by J.J. Smith, second by Dave Reichert. Motion passed unanimously.

AUDIENCE COMMENTS

None

CHAIRMAN – OPENING REMARKS

Chairman Fisher said that the Board of Supervisors presented Renny Manuel with a certificate of appreciation for 30 years of public service at the October 10th public meeting. He thanked those that attended the ceremony. At the same meeting, Joey Bailey was appointed to the Authority.

Gene discussed a meeting with officials from Shenandoah University (SU) about their plans to construct baseball fields on property that underlies the approach path to Runway 14. SU has hired an aviation engineering firm to help them craft their proposal. The Authority will stay engaged on the project to ensure there are no impacts to airport operations.

(a) Finance Report – J.J. Smith, Secretary/Treasurer – J.J. provided a comprehensive review of the pre-audit September financial reports. There was discussion about the factors that affect the retail price of fuel including suppliers, market forces, and budget targets.

Motion: Approve finance report - by Dave Reichert, second by Paul Anderson. 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

There has been a proposal submitted for rezoning of the Carpers Valley property adjacent to the airport on the north side from “R4” to “M1”. The airport is generally supportive of industrial uses of the property as opposed to residential. There is an existing aviation easement that will be reviewed to ensure it contains the necessary protections for airport operations.

A draft lease for On Wing’s lease of the airport corporate hangar has been reviewed by the Building and Lease Committee. There was discussion about the annual escalator for both of the renewal terms. J.J. stated that the lease’s annual escalator should be a fixed percentage or indexed for inflation.

The contract for the project to demolish four houses on Bufflick Road is with the contractor, National Abatement & Wrecking. Upon satisfactory completion of the contract, bonds, and insurance requirements, Notice to Proceed (NTP) will be given. It is scheduled to be a 50 calendar day project.

There are two marketing projects underway. The first is a standalone website and the second is a logo development and rebranding project. Both will be submitted for the State’s 50/50 promotional grant program.

Nick provided an overview of upcoming airport events including the Airport Stakeholder Expo on October 22nd, County Transportation Forum on October 24th, and Rusty Pilots Seminar on November 10th.

COMMENTS – BOARD MEMBERS

Dave Reichert – Dave recognized the Executive Director for his presentation to the local Kiwanis Club earlier in the week.

There was a general discussion among the Board about the need to obtain and communicate information about the usage of the airport by businesses to demonstrate its significant role in the local economy.

COMMENTS – AUDIENCE

ADJOURNMENT

Motion: There being no further business, a motion was made to adjourn at 5:43 P.M. – by Paul Anderson, second by Dave Reichert. Motion passed unanimously.

Respectfully submitted,

J.J. Smith, Secretary/Treasurer

WRAA Adopted:

Winchester Regional Airport Authority
General Ledger Balance Sheet Report
As Of: 10/31/2018
All Departments Consolidated

Assets

10171010.0010 County Operating Cash	96,107.02
10171011.0000 Petty Cash	500.00
10171080.0050 Inventory - Jet-A	53,532.87
10171080.0060 Inventory - Avgas	44,063.00
10171082.0000 Inventory - Merchandise	899.64
10171083.0000 Inventory - Oil	831.82
10171084.0000 Inventory - Automobile Gas/Airport Use	337.15
10171085.0000 Inventory - Diesel Airport Use	353.15
10171090.0020 Pre-Paid Fire Insurance	8,184.00
10171090.0050 Pre-Paid Motor Vehicle Insurance	4,064.00
10171090.0070 Pre-Paid Public Officials Risk Ins	344.00
10171090.0080 Pre-Paid General Liability Insurance	4,625.00
10171094.0000 Prepaid Postage	243.54
10171153.0001 Oper Accounts Receivable	22,354.06
10171153.0020 ACH CC Payment	12,352.59
10171153.4901 Oper Revenue Due From Frederick County	(80,146.00)
10171153.4902 Oper Revenue Due From City Of Winchester	3,283.50
10172002.0000 VRS - Deferred Outflow	97,044.00
10851010.0010 County Capital Cash	(362,926.56)
10851100.0000 Construction In Progress	1,363,794.67
10851153.0010 Capital A/R Due From Frederick Co	171.88
10851153.0020 Capital A/R Due From City Of Winchester	57.29
10851153.0030 Capital A/R Due From Clarke County	2,500.00
10851153.0070 Capital A/R Due From State Government	1,527.31
10851200.0010 Fixed Assets	38,079,748.97
10851200.0020 Less Accumulated Depreciation	(13,310,767.88)
Total Assets:	26,043,079.02

Liabilities

20172010.2008 Amt Held Emps - Short/Long Disability	234.21
20172010.2011 Held For Employees - Workers Comp	1,252.94
20172020.0000 Accounts Payable - Operating Fund	47,646.46
20172020.0010 Accts Payable Credit Card Charges	14,095.62
20172021.0001 Wachovia Loan - VRA	270,895.55
20172094.6100 Accrued Leave - PTO & IDA	51,951.24
20172094.6200 Accrued Leave - Fringes	4,017.30
20172201.0000 VRS - Deferred Inflow	9,159.00
20172202.0000 VRS - Pension Liability	254,815.00
20172804.0000 Virginia State Sales Tax	6.00
20852020.0000 Accounts Payable - Capital Fund	24,607.76
20852090.0000 Retainage Payable	10,307.50
30000000.0000 Current Earnings	24,167.15
30000001.0000 Retained Earnings	25,329,923.29
Total Liabilities And Equity:	26,043,079.02

Notes:

All Departments Consolidated.

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2018 Through: 10/31/2018
Selected Departments Consolidated

Income

	10/31/2018 MTD	Year-To-Date
40172404 State Operating Reimbursement	0.00	329.99
40174500 Sale - Fuel	83,944.86	344,888.02
40174502 Sale - Merchandise	52.24	162.95
40174503 Sale - Oil	61.11	436.91
40174600 Rental Income	36,987.00	148,122.00
40174601 Income - Land Leases	1,804.00	21,203.00
40174618 Facility & Line Service Fees	3,775.00	16,235.00
40174899 Miscellaneous Revenue	516.18	768.33
40174900 Operating Appropriations	13,296.00	53,203.00
Total Income:	140,436.39	585,349.20

Expense

	10/31/2018 MTD	Year-To-Date
54140000 Cost - Fuel	46,029.12	197,428.31
54140002 Cost - Merchandise	41.87	133.32
54140003 Cost - Oil	47.26	336.69
61000000 Accrued Salaries	(281.12)	(18,840.10)
61001000 Salaries	40,924.62	191,539.84
61005001 Overtime Pay	1,351.94	6,649.86
62000000 Accrued Leave - Fringe Benefit Expense	21.51	(1,398.25)
62001000 FICA	3,050.98	14,504.99
62002000 VSRS	4,006.50	15,412.00
62005000 Hospital/Medical Plans	8,969.48	33,570.76
62005001 Retiree Health Ins	0.00	2,040.70
62006000 Group Life Insurance	536.12	2,064.64
62008000 Short/Long Disab - 041 FLT - Carlson	120.95	368.93
62011000 Worker's Compensation	1,252.94	5,675.97
63002000 Professional Svcs - Other	0.00	3,919.00
63004001 Outside Repairs & Maint Vehicle/Equip	313.45	1,693.33
63004003 Repair - Bldgs & Grounds Outside Repairs	4,200.00	5,484.62
63005000 Maintenance Contracts	3,084.00	3,915.00
63005001 State Funded Maintenance Contracts	0.00	1,100.00
63007000 Advertising	0.00	35.00
63010000 Contractual Services	253.87	6,110.47
65101000 Electrical Services	0.00	13,490.45
65102000 Heating Service	0.00	241.54
65103000 Water & Sewer Services	468.33	1,865.03
65204001 Postage Meter Expense	(6.08)	58.60
65204002 Telephones/Internet/TV Cable Expense	643.20	2,510.47
65302000 Fire/Property Insurance	1,023.00	4,091.00
65305000 Motor Vehicle Insurance	508.00	2,034.00
65307000 Public Officials Liability Ins	43.00	172.00
65308000 General Liability Insurance	1,541.00	6,166.67
65401000 Office Supplies & Computers	328.32	1,512.45
65405000 Janitorial Supplies	38.04	574.44
65407000 Repair/Maint Parts & Supplies	520.05	2,606.98
65407001 State Reimb - Repairs/Maint/Supplies	0.00	347.39
65408000 Vehicle/Equip - Parts/Supplies	2,129.35	4,242.59
65408001 Airport Vehicle Fuel	1,501.89	4,851.09
65413000 Operational Expense	439.04	589.80

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3:58PM

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2018 Through: 10/31/2018
Selected Departments Consolidated

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	<u>10/31/2018 MTD</u>	<u>Year-To-Date</u>
65413001 Line Service Equipment	334.09	529.75
65506000 Travel Expenses	239.80	2,110.15
65715000 Promotional Fund Expenses	1,804.83	1,804.83
65801000 Dues & Membership	0.00	229.20
65804000 Va Sales Tax Paid	0.00	25.56
79001000 Lease/Rent Of Equipment	2,354.41	9,531.64
79101000 Loan - VRA Bond	640.93	2,616.54
Total Expense:	128,474.69	533,947.25
Net Income:	11,961.70	51,401.95

Notes: Report Period: 7/01/2018 - 10/31/2018
Selected Departments Consolidated:
WINCHESTER AVIATION

Winchester Regional Airport Authority

General Ledger Two-Year Income Report

For the Current-Year Period: 7/01/2018 Through: 10/31/2018
Selected Departments Consolidated

	Current Month Totals		Gain (Loss) vs Last Year	Year-To-Date Totals		Gain (Loss) vs Last Year
	Last Year	This Year		Last Year	This Year	
Income						
40172404 State Operating Reimbursen	0.00	0.00	0.00	0.00	329.99	329.99
40174500 Sale - Fuel	81,926.45	83,944.86	2,018.41	293,815.81	344,888.02	51,072.21
40174502 Sale - Merchandise	5.13	52.24	47.11	120.93	162.95	42.02
40174503 Sale - Oil	141.51	61.11	(80.40)	508.01	436.91	(71.10)
40174600 Rental Income	33,111.00	36,987.00	3,876.00	129,986.00	148,122.00	18,136.00
40174601 Income - Land Leases	7,235.00	1,804.00	(5,431.00)	20,680.00	21,203.00	523.00
40174617 Special Fees	2,098.71	0.00	(2,098.71)	6,197.31	0.00	(6,197.31)
40174618 Facility & Line Service Fees	2,130.00	3,775.00	1,645.00	6,640.00	16,235.00	9,595.00
40174899 Miscellaneous Revenue	213.31	495.28	281.97	852.39	747.43	(104.96)
40174900 Operating Appropriations	14,428.75	13,296.00	(1,132.75)	57,725.00	53,203.00	(4,522.00)
Total Income:	141,289.86	140,415.49	(874.37)	516,525.45	585,328.30	68,802.85

Expense

54140000 Cost - Fuel	44,137.24	46,029.12	1,891.88	150,780.92	197,428.31	46,647.39
54140002 Cost - Merchandise	3.95	41.87	37.92	90.91	133.32	42.41
54140003 Cost - Oil	94.14	47.26	(46.88)	386.83	336.69	(50.14)
61000000 Accrued Salaries	(1,301.40)	(281.12)	1,020.28	1,326.72	(18,840.10)	(20,166.82)
61001000 Salaries	42,224.62	40,924.62	(1,300.00)	168,898.48	191,539.84	22,641.36
61005001 Overtime Pay	1,367.48	1,351.94	(15.54)	6,680.64	6,649.86	(30.78)
62000000 Accrued Leave - Fringe Benf	(99.55)	21.51	121.06	101.50	(1,398.25)	(1,499.75)
62001000 FICA	3,236.69	3,050.98	(185.71)	12,961.92	14,504.99	1,543.07
62002000 VSRS	3,884.66	4,006.50	121.84	15,538.64	15,412.00	(126.64)
62005000 Hospital/Medical Plans	9,213.48	8,969.48	(244.00)	36,853.92	33,570.76	(3,283.16)
62005001 Retiree Health Ins	0.00	0.00	0.00	0.00	2,040.70	2,040.70
62006000 Group Life Insurance	553.18	536.12	(17.06)	2,212.72	2,064.64	(148.08)
62008000 Short/Long Disab - 041 FLT	34.56	120.95	86.39	138.24	368.93	230.69
62011000 Worker's Compensation	1,237.80	1,252.94	15.14	4,974.13	5,675.97	701.84
63002000 Professional Svcs - Other	769.50	0.00	(769.50)	4,350.50	3,919.00	(431.50)
63004001 Outside Repairs & Maint Ver	0.00	313.45	313.45	1,216.67	1,693.33	476.66
63004003 Repair - Bldgs & Grounds Out	0.00	4,200.00	4,200.00	261.95	5,484.62	5,222.67
63005000 Maintenance Contracts	2,885.00	3,084.00	199.00	4,939.00	3,915.00	(1,024.00)
63005001 State Funded Maintenance C	0.00	0.00	0.00	1,100.00	1,100.00	0.00
63007000 Advertising	0.00	0.00	0.00	0.00	35.00	35.00
63010000 Contractual Services	2,206.71	253.87	(1,952.84)	8,016.84	6,110.47	(1,906.37)

Winchester Regional Airport Authority

General Ledger Two-Year Income Report

For the Current-Year Period: 7/01/2018 Through: 10/31/2018
Selected Departments Consolidated

	Current Month Totals		Gain (Loss) vs Last Year	Year-To-Date Totals		Gain (Loss) vs Last Year
	Last Year	This Year		Last Year	This Year	
65101000 Electrical Services	4,062.40	0.00	(4,062.40)	16,012.17	13,490.45	(2,521.72)
65102000 Heating Service	312.53	0.00	(312.53)	778.14	241.54	(536.60)
65103000 Water & Sewer Services	279.73	468.33	188.60	1,069.87	1,865.03	795.16
65204001 Postage Meter Expense	9.70	(6.08)	(15.78)	132.23	58.60	(73.63)
65204002 Telephones/Internet/TV Cabl	706.38	643.20	(63.18)	2,501.00	2,510.47	9.47
65302000 Fire/Property Insurance	981.08	1,023.00	41.92	3,924.36	4,091.00	166.64
65305000 Motor Vehicle Insurance	452.00	508.00	56.00	1,808.00	2,034.00	226.00
65307000 Public Officials Liability Ins	43.00	43.00	0.00	172.00	172.00	0.00
65308000 General Liability Insurance	1,541.67	1,541.00	(0.67)	6,166.67	6,166.67	0.00
65401000 Office Supplies & Computers	497.48	328.32	(169.16)	1,013.38	1,512.45	499.07
65405000 Janitorial Supplies	292.20	38.04	(254.16)	479.66	574.44	94.78
65407000 Repair/Maint Parts & Supplie	1,147.38	520.05	(627.33)	1,611.25	2,606.98	995.73
65407001 State Reimb - Repairs/Maint	0.00	0.00	0.00	0.00	347.39	347.39
65408000 Vehicle/Equip - Parts/Supplie	3,163.25	2,129.35	(1,033.90)	3,662.45	4,242.59	580.14
65408001 Airport Vehicle Fuel	1,146.16	1,501.89	355.73	3,915.43	4,851.09	935.66
65410000 Employee Uniforms	0.00	0.00	0.00	1,155.57	0.00	(1,155.57)
65413000 Operational Expense	157.82	439.04	281.22	388.72	589.80	201.08
65413001 Line Service Equipment	0.00	334.09	334.09	0.00	529.75	529.75
65413002 Security Materials & Supplie:	0.00	0.00	0.00	515.17	0.00	(515.17)
65506000 Travel Expenses	0.00	239.80	239.80	1,445.16	2,110.15	664.99
65715000 Promotional Fund Expenses	0.00	1,804.83	1,804.83	35.00	1,804.83	1,769.83
65801000 Dues & Membership	669.50	0.00	(669.50)	1,148.70	229.20	(919.50)
65804000 Va Sales Tax Paid	25.33	0.00	(25.33)	25.33	25.56	0.23
79001000 Lease/Rent Of Equipment	3,449.41	2,354.41	(1,095.00)	10,611.64	9,531.64	(1,080.00)
79101000 Loan - VRA Bond	745.40	640.93	(104.47)	3,032.34	2,616.54	(415.80)
Total Expense:	130,130.48	128,474.69	(1,655.79)	482,434.77	533,947.25	51,512.48
Net Income:	11,159.38	11,940.80	781.42	34,090.68	51,381.05	17,290.37
			7.0%			50.7%

Notes: Report Period: 7/01/2018 - 10/31/2018
Selected Departments Consolidated:
WINCHESTER AVIATION

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	004484	BRYAN MICHAEL L	7939-AIRPORT	10/16/2018		4085-081030-8801-000-172-	.00	798.00	11932	TAXIWAY A RELOCATION-PHASE 1 DEMO	21687
						CHECK TOTAL		798.00			
						CLASS TOTAL		798.00			

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	09/28/2018	10/23/2018		4085-081030-8801-000-160-	.00	18.75	12000	RELOCATE TAXIWAY A PHASE 1 DEMO	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4085-081030-8801-000-160-	.00	18.79	12000	RELOCATE TAXIWAY A PHASE 1 DEMO	21693
CHECK TOTAL								37.54			
CLASS TOTAL								37.54			

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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22236	003802	DELTA AIRPORT CONSULTANTS	4-18025	10/30/2018		4085-081030-8801-000-160-	.00	1,039.74	12016	RELOCATE TAXIWAY A PHASE 1 DEMO	21694
22165	003802	DELTA AIRPORT CONSULTANTS	11-17026	10/30/2018		4085-081030-8801-000-204-	.00	553.13	12016	RUNWAY 14 OBSTRUCTION REMOVAL-PH 1	21694
						CHECK TOTAL		1,592.87			
						CLASS TOTAL		1,592.87			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	009000	VIRGINIA DEPT OF TAXATION	1ST QTR FY19A	10/10/2018		4017-081090-5804-000-000-	.00	25.56	11911	TAXES-FED, EXCISE & STATE	21688
						CHECK TOTAL		25.56			
						CLASS TOTAL		25.56			

ENTERED
10/10/18
[Signature]

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	P-3011409	10/16/2018		4017-081090-5408-000-000-	.00	1,154.94	11928	VEHICLE AND POWERED EQUIP SUPPLIES	21687
00000	003596	EASTERN AVIATION FUELS	2991351	10/16/2018		4017-081090-5414-000-000-	.00	20,117.35	11928	MERCHANDISE FOR RESALE	21687
00000	003596	EASTERN AVIATION FUELS	3018634	10/16/2018		4017-081090-5414-000-000-	.00	32,266.85	11928	MERCHANDISE FOR RESALE	21687
						CHECK TOTAL		53,539.14			
00000	004447	J & J JANITORIAL &	171503	10/16/2018		4017-081090-3010-000-000-	.00	1,698.33	11931	OTHER CONTRACTUAL SERVICES	21687
						CHECK TOTAL		1,698.33			
00000	005874	ASCENT AVIATION GROUP INC	S006665	10/16/2018		4017-081090-3005-000-000-	.00	1,968.00	11943	MAINTENANCE SERVICE CONTRACTS	21687
						CHECK TOTAL		1,968.00			
						CLASS TOTAL		57,205.47			

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	09/28/2018	10/23/2018		4017-081090-3004-000-003-	.00	179.90	12000	REPAIR & MAINTENANCE BLDG.&GROUNDS	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-3005-000-000-	.00	591.00	12000	MAINTENANCE SERVICE CONTRACTS	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5101-000-000-	.00	4,858.38	12000	ELECTRICAL SERVICES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5102-000-000-	.00	18.38	12000	HEATING SERVICES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5102-000-000-	.00	15.39	12000	HEATING SERVICES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5102-000-000-	.00	17.55	12000	HEATING SERVICES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5102-000-000-	.00	14.54	12000	HEATING SERVICES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5103-000-000-	.00	180.59	12000	WATER & SEWAGE SERVICES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5103-000-000-	.00	76.20	12000	WATER & SEWAGE SERVICES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5103-000-000-	.00	52.23	12000	WATER & SEWAGE SERVICES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5103-000-000-	.00	225.74	12000	WATER & SEWAGE SERVICES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5204-000-001-	.00	16.37	12000	POSTAGE	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5204-000-001-	.00	21.43	12000	POSTAGE	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5204-000-002-	.00	74.40	12000	TELEPHONE	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5204-000-002-	.00	36.76	12000	TELEPHONE	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5401-000-000-	.00	81.65	12000	OFFICE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5401-000-000-	.00	44.76	12000	OFFICE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5401-000-000-	.00	29.99	12000	OFFICE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5401-000-000-	.00	121.73	12000	OFFICE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5401-000-000-	.00	59.98	12000	OFFICE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5401-000-000-	.00	33.62	12000	OFFICE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5407-000-000-	.00	107.49	12000	REPAIR AND MAINTENANCE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5407-000-000-	.00	5.41-	12000	REPAIR AND MAINTENANCE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5407-000-000-	.00	66.32	12000	REPAIR AND MAINTENANCE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5407-000-000-	.00	11.10	12000	REPAIR AND MAINTENANCE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5407-000-000-	.00	95.50	12000	REPAIR AND MAINTENANCE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5407-000-000-	.00	42.96	12000	REPAIR AND MAINTENANCE SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5408-000-000-	.00	33.61	12000	VEHICLE AND POWERED EQUIP SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5408-000-000-	.00	55.75	12000	VEHICLE AND POWERED EQUIP SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5408-000-000-	.00	160.98	12000	VEHICLE AND POWERED EQUIP SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5413-000-000-	.00	59.99	12000	OTHER OPERATING SUPPLIES	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5413-000-001-	.00	14.40	12000	LINE SERVICE EQUIPMENT	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5413-000-001-	.00	27.33	12000	LINE SERVICE EQUIPMENT	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5413-000-001-	.00	1.38-	12000	LINE SERVICE EQUIPMENT	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5413-000-001-	.00	15.84	12000	LINE SERVICE EQUIPMENT	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-5414-000-000-	.00	166.26	12000	MERCHANDISE FOR RESALE	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-9001-000-000-	.00	165.41	12000	LEASE/RENT OF EQUIPMENT	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-9001-000-000-	.00	89.00	12000	LEASE/RENT OF EQUIPMENT	21693
00000	007822	BANK OF AMERICA N A	09/28/2018	10/23/2018		4017-081090-9001-000-000-	.00	114.00	12000	LEASE/RENT OF EQUIPMENT	21693
CHECK TOTAL								7,969.74			
CLASS TOTAL								7,969.74			

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	R3024703	10/30/2018		4017-081090-9001-000-000-	.00	2,100.00	12015	LEASE/RENT OF EQUIPMENT	21694
						CHECK TOTAL		2,100.00			
00000	004734	U S POSTAL SERVICE	10-2018	10/30/2018		4017-081090-5204-000-001-	.00	200.00	701544	POSTAGE	21694
						CHECK TOTAL		200.00			
00000	007905	ANDERSON PAUL G	8-2018	10/30/2018		4017-081090-5506-000-000-	.00	239.80	701548	TRAVEL	21694
						CHECK TOTAL		239.80			
00000	008983	PLASTERS HEATING, A/C &	5882	10/30/2018		4017-081090-3004-000-003-	.00	4,200.00	701549	REPAIR & MAINTENANCE BLDG.&GROUNDS	21694
						CHECK TOTAL		4,200.00			
						CLASS TOTAL		6,739.80			

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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22236	003802	DELTA AIRPORT CONSULTANTS	4-18025	10/30/2018		4085-081030-8801-000-160-	.00	1,039.74	12016	RELOCATE TAXIWAY A PHASE 1 DEMO	21694
22165	003802	DELTA AIRPORT CONSULTANTS	11-17026	10/30/2018		4085-081030-8801-000-204-	.00	553.13	12016	RUNWAY 14 OBSTRUCTION REMOVAL-PH 1	21694
						CHECK TOTAL		1,592.87			
						CLASS TOTAL		1,592.87			

**Winchester Regional
Airport
Fuel Gallons Sold**

TOTAL GALLONS OF FUEL PRODUCTS SOLD																	Increase/ (Decrease) Over Prior Year	
Fiscal Year	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	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	17,148	730
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	19,439	5,435
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	14,945	(199)
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	15,493	(2,594)
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	67,025	3,372

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	12,272	4,876	690	40
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	14,622	4,817	5,723	(288)
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	11,723	3,222	1,583	(1,782)
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	12,090	3,403	(1,152)	(1,442)
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	50,707	16,318	6,844	(3,472)