



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, January 10, 2019 at 5:00 P.M.

Gene Fisher, Chairman, Presiding

1. Open Meeting
2. Approve Meeting Agenda
3. Closed Session: That the Authority go into a closed session pursuant to Section 2.2-3711(A)(3) for the consideration of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Authority.

4. Approve Minutes

December 13, 2018, WRAA Business Meeting

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

December 2018 Financial Report – Pre-Audit
 - 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

DECEMBER 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 December 13, 2018.

Present: Gene Fisher, Paul Anderson, Bill Pifer, J.J. Smith, John Crawford, Joey Bailey, Frank Haun, Dave Reichert

Absent: Archie Fox

OPEN MEETING

Chairman Gene 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 – November 8, 2018 Regular Business Meeting

Motion: Approve meeting minutes as distributed - by Bill Pifer, second by Paul Anderson. Motion passed unanimously.

AUDIENCE COMMENTS

None

CHAIRMAN – OPENING REMARKS

Chairman Fisher said that one of his primary goals is to start actively campaigning to the Board of Supervisors against the personal property tax on aircraft. It must be changed or eliminated entirely. Gene stated that he has received testimony that pilots are recommending to not base aircraft here because of the tax rate. Gene welcomed any ideas on how to make the Authority's position known on the issue.

Gene asked Joey Bailey to serve on the Marketing Committee, citing that his fresh ideas and perspective can help our business development efforts.

The FY18 audit is underway. Upon completion, we expect to learn what the outstanding costs are from the runway repair legal fees.

(a) Finance Report – J.J. Smith, Secretary/Treasurer – J.J. provided a comprehensive review of the pre-audit November financial reports.

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 – Bill discussed an idea to establish a pilots group in part to support airport advocacy efforts. The goal is to convene an initial exploratory meeting sometime in January. Bill also offered the following update on the sale of the “Pro Jet Hangar”: the broker was sidelined with health issues recently, but is now back in the office and resuming work on marketing the property. Joey added that he concurs with Gene that the personal property tax is a top priority for the airport’s marketing/development efforts.

EXECUTIVE DIRECTOR COMMENTS

Nick provided an update on the Taxiway A Relocation Phase I – Residential Demolition project. There are three houses demolished and the contractor has used approximately half of its allotted time. One of the airport’s main focus areas will be to ensure the sites are restored properly through the winter months.

The airport recently held kickoff meetings for the logo development and website projects, and the Wings ‘N Wheels event tentatively scheduled for June 1, 2019. Bill Pifer added that these initiatives support the airport’s business plan, and he recommended that we communicate our progress on the overall strategic plan with member jurisdictions.

Nick reviewed the draft FY20 operating and capital budgets that were submitted to the City of Winchester and Frederick County. Copies of the budget will be provided to all member jurisdictions, with an offer to present to their respective boards, etc. Gene requested, and received, consensus from the Board for the Executive Director to proceed with the draft budget as presented.

COMMENTS – BOARD MEMBERS

Paul Anderson – Paul mentioned that he came to the airport employee Christmas party and had a good time.

Frank Haun – Frank asked how the Rusty Pilots seminar went. Nick responded that over 30 people pre-registered, and we received positive feedback from AV-ED and EAA that pilots returned as a direct result of attending the seminar. He indicated that he hopes to make Rusty Pilots an annual event. Frank added that it would be beneficial to use social media and other online tools to advertise these opportunities and other airport events.

COMMENTS – AUDIENCE

None

ADJOURNMENT

Motion: There being no further business, a motion was made to adjourn at 5:51 P.M. – by Dave Reichert, second by Paul Anderson. Motion passed unanimously.

Respectfully submitted,

J.J. Smith, Secretary/Treasurer

WRAA Adopted:

Winchester Regional Airport Authority
General Ledger Balance Sheet Report
As Of: 12/31/2018
All Departments Consolidated

Assets

10001011 Undeposited Receipts	2,825.22
10171010 Operating Cash In Bank	72,312.28
10171011 Petty Cash	500.00
10171080 Inventory - Fuel	111,195.33
10171082 Inventory - Merchandise	1,006.83
10171083 Inventory - Oil	707.31
10171084 Inventory - Automobile Gas/Airport Use	(230.95)
10171085 Inventory - Diesel Airport Use	(59.69)
10171090 Pre-Paid Insurance	12,528.00
10171094 Prepaid Postage	235.12
10171153 Accounts Receivable	(6,046.34)
10172002 VRS - Deferred Outflow	97,044.00
10851010 Capital Cash In Bank	(390,984.32)
10851100 Construction In Progress	1,363,794.67
10851153 Capital Accounts Receivable	24,470.03
10851200 Net Fixed Assets	24,768,981.09
Total Assets:	26,058,278.58

Liabilities

20172010 Amt Held For Employee Benefits	3,482.98
20172020 Accounts Payable - Operating Fund	78,322.38
20172021 Long-Term Notes	263,293.11
20172024 Bad Check Account	(360.00)
20172094 Accrued Leave & Fringes	55,342.12
20172201 VRS - Deferred Inflow	9,159.00
20172202 VRS - Pension Liability	254,815.00
20172804 Virginia State Sales Tax	17.47
20852090 Retainage Payable	10,307.50
30000000 Current Earnings	53,975.73
30000001 Retained Earnings	25,329,923.29
Total Liabilities And Equity:	26,058,278.58

Notes:
All Departments Consolidated.

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2018 Through: 12/31/2018
Selected Departments Consolidated

Income

	12/31/2018 MTD	12/31/2018 QTD	Year-To-Date
40172404 State Operating Reimbursement	0.00	0.00	329.99
40174500 Sale - Fuel	59,723.55	218,508.76	479,451.92
40174502 Sale - Merchandise	40.62	103.31	214.02
40174503 Sale - Oil	98.75	226.76	602.56
40174600 Rental Income	36,613.00	110,165.50	221,300.50
40174601 Income - Land Leases	9,149.00	13,357.00	32,756.00
40174617 Special Fees	0.00	2,162.70	2,162.70
40174618 Facility & Line Service Fees	2,745.00	10,205.00	22,665.00
40174899 Miscellaneous Revenue	420.96	1,038.33	1,290.48
40174900 Operating Appropriations	13,300.50	39,897.00	79,804.00
Total Income:	122,091.38	395,664.36	840,577.17

Expense

	12/31/2018 MTD	12/31/2018 QTD	Year-To-Date
54140000 Cost - Fuel	31,861.99	118,654.99	270,054.18
54140002 Cost - Merchandise	36.98	88.84	180.29
54140003 Cost - Oil	71.79	171.77	461.20
61000000 Accrued Salaries	0.00	(863.02)	(19,422.00)
61001000 Salaries	40,275.73	122,124.97	272,740.19
61005001 Overtime Pay	2,305.38	5,068.22	10,366.14
62000000 Accrued Leave - Fringe Benefit E	0.00	(23.01)	(1,442.77)
62001000 FICA	3,095.90	9,202.38	20,656.39
62002000 VSRS	4,006.50	12,019.50	23,425.00
62005000 Hospital/Medical Plans	7,890.80	25,829.76	50,431.04
62005001 Retiree Health Ins	1,632.56	2,448.84	4,489.54
62006000 Group Life Insurance	536.12	1,713.94	3,242.46
62008000 Short/Long Disab - 041 FLT - Car	113.26	332.09	580.07
62011000 Worker's Compensation	1,199.59	3,601.00	8,024.03
63002000 Professional Svcs - Other	1,870.00	8,212.50	12,131.50
63004001 Outside Repairs & Maint Vehicle/	0.00	313.45	1,693.33
63004003 Repair - Blgs & Grounds Outside	0.00	4,200.00	5,484.62
63005000 Maintenance Contracts	0.00	3,084.00	3,915.00
63005001 State Funded Maintenance Contr	0.00	0.00	1,100.00
63007000 Advertising	0.00	0.00	35.00
63010000 Contractual Services	0.00	3,904.40	9,761.00
65101000 Electrical Services	5,492.90	9,789.47	23,279.92
65102000 Heating Service	0.00	1,082.96	1,324.50
65103000 Water & Sewer Services	0.00	984.11	2,380.81
65204001 Postage Meter Expense	8.42	2.34	67.02
65204002 Telephones/Internet/TV Cable Ex	1,099.54	2,387.25	4,254.52
65302000 Fire/Property Insurance	1,023.00	3,069.00	6,137.00
65305000 Motor Vehicle Insurance	508.00	1,524.00	3,050.00
65307000 Public Officials Liability Ins	43.00	129.00	258.00
65308000 General Liability Insurance	0.00	3,082.00	7,707.67
65401000 Office Supplies & Computers	28.93	640.01	1,824.14
65405000 Janitorial Supplies	257.72	295.76	832.16
65407000 Repair/Maint Parts & Supplies	244.81	999.48	3,086.41
65407001 State Reimb - Repairs/Maint/Sup	0.00	0.00	347.39
65408000 Vehicle/Equip - Parts/Supplies	2,850.34	5,617.30	7,730.54
65408001 Airport Vehicle Fuel	1,571.73	5,659.02	9,008.22

Run: 1/07/2019
4:34PM

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2018 Through: 12/31/2018
Selected Departments Consolidated

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	<u>12/31/2018 MTD</u>	<u>12/31/2018 QTD</u>	<u>Year-To-Date</u>
65413000 Operational Expense	84.71	791.51	942.27
65413001 Line Service Equipment	0.00	1,012.75	1,208.41
65506000 Travel Expenses	0.00	239.80	2,110.15
65715000 Promotional Fund Expenses	1,495.50	3,314.33	3,314.33
65801000 Dues & Membership	0.00	119.00	348.20
65804000 Va Sales Tax Paid	0.00	0.00	25.56
65806000 Snow Removal Contingency Fund	0.00	924.75	924.75
79001000 Lease/Rent Of Equipment	203.00	7,611.82	14,789.05
79101000 Loan - VRA Bond	623.23	1,896.25	3,871.86
Total Expense:	110,431.43	371,256.53	776,729.09
Net Income:	11,659.95	24,407.83	63,848.08

Notes: Report Period: 7/01/2018 - 12/31/2018
Selected Departments Consolidated:
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2018 Through: 12/31/2018
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
Income								
40172404 State Operating Reimbursen	0.00	0.00	0.00	--.-%	0.00	329.99	329.99	--.-%
40174500 Sale - Fuel	57,906.01	59,723.55	1,817.54	3.1%	420,847.29	479,451.92	58,604.63	13.9%
40174502 Sale - Merchandise	24.79	40.62	15.83	63.9%	219.81	214.02	(5.79)	-2.6%
40174503 Sale - Oil	62.89	98.75	35.86	57.0%	746.38	602.56	(143.82)	-19.3%
40174600 Rental Income	33,111.00	36,613.00	3,502.00	10.6%	196,208.00	221,300.50	25,092.50	12.8%
40174601 Income - Land Leases	8,866.00	9,149.00	283.00	3.2%	31,781.00	32,756.00	975.00	3.1%
40174617 Special Fees	0.00	0.00	0.00	--.-%	8,309.25	2,162.70	(6,146.55)	-74.0%
40174618 Facility & Line Service Fees	3,035.00	2,745.00	(290.00)	-9.6%	12,835.00	22,665.00	9,830.00	76.6%
40174899 Miscellaneous Revenue	38.18	420.96	382.78	1002.6%	1,124.35	1,290.48	166.13	14.8%
40174900 Operating Appropriations	14,428.75	13,300.50	(1,128.25)	-7.8%	86,582.50	79,804.00	(6,778.50)	-7.8%
Total Income:	117,472.62	122,091.38	4,618.76	3.9%	758,653.58	840,577.17	81,923.59	10.8%
Expense								
54140000 Cost - Fuel	33,100.27	31,861.99	(1,238.28)	-3.7%	222,421.72	270,054.18	47,632.46	21.4%
54140002 Cost - Merchandise	19.21	36.98	17.77	92.5%	168.77	180.29	11.52	6.8%
54140003 Cost - Oil	47.97	71.79	23.82	49.7%	567.78	461.20	(106.58)	-18.8%
61000000 Accrued Salaries	(3,563.70)	0.00	3,563.70	--.-%	(1,919.46)	(19,422.00)	(17,502.54)	--.-%
61001000 Salaries	42,224.62	40,275.73	(1,948.89)	-4.6%	253,347.72	272,740.19	19,392.47	7.7%
61005001 Overtime Pay	2,491.38	2,305.38	(186.00)	-7.5%	10,508.82	10,366.14	(142.68)	-1.4%
62000000 Accrued Leave - Fringe Ben	(272.63)	0.00	272.63	--.-%	(146.84)	(1,442.77)	(1,295.93)	--.-%
62001000 FICA	3,291.77	3,095.90	(195.87)	-6.0%	19,457.13	20,656.39	1,199.26	6.2%
62002000 VSRS	3,884.66	4,006.50	121.84	3.1%	23,307.96	23,425.00	117.04	0.5%
62005000 Hospital/Medical Plans	9,213.48	7,890.80	(1,322.68)	-14.4%	55,280.88	50,431.04	(4,849.84)	-8.8%
62005001 Retiree Health Ins	0.00	1,632.56	1,632.56	--.-%	0.00	4,489.54	4,489.54	--.-%
62006000 Group Life Insurance	553.18	536.12	(17.06)	-3.1%	3,319.08	3,242.46	(76.62)	-2.3%
62008000 Short/Long Disab - 041 FLT	34.56	113.26	78.70	227.7%	207.36	580.07	372.71	179.7%
62011000 Worker's Compensation	1,259.08	1,199.59	(59.49)	-4.7%	7,470.44	8,024.03	553.59	7.4%
63002000 Professional Svcs - Other	2,688.27	1,870.00	(818.27)	-30.4%	10,030.27	12,131.50	2,101.23	20.9%
63004001 Outside Repairs & Maint Veh	12,003.11	0.00	(12,003.11)	-100.0%	13,570.10	1,693.33	(11,876.77)	-87.5%
63004003 Repair - Blgs & Grounds Out	0.00	0.00	0.00	--.-%	261.95	5,484.62	5,222.67	1993.8%
63005000 Maintenance Contracts	0.00	0.00	0.00	--.-%	4,939.00	3,915.00	(1,024.00)	-20.7%
63005001 State Funded Maintenance C	0.00	0.00	0.00	--.-%	1,100.00	1,100.00	0.00	0.0%
63007000 Advertising	0.00	0.00	0.00	--.-%	0.00	35.00	35.00	--.-%
63010000 Contractual Services	1,936.71	0.00	(1,936.71)	-100.0%	11,890.26	9,761.00	(2,129.26)	-17.9%

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2018 Through: 12/31/2018
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	7,205.05	5,492.90	(1,712.15)	-23.8%	28,126.92	23,279.92	(4,847.00)	-17.2%
65102000 Heating Service	1,069.29	0.00	(1,069.29)	-100.0%	2,114.33	1,324.50	(789.83)	-37.4%
65103000 Water & Sewer Services	270.24	0.00	(270.24)	-100.0%	1,591.37	2,380.81	789.44	49.6%
65204001 Postage Meter Expense	81.26	8.42	(72.84)	-89.6%	251.67	67.02	(184.65)	-73.4%
65204002 Telephones/Internet/TV Cabl	620.14	1,099.54	479.40	77.3%	3,743.64	4,254.52	510.88	13.6%
65302000 Fire/Property Insurance	981.08	1,023.00	41.92	4.3%	5,886.52	6,137.00	250.48	4.3%
65305000 Motor Vehicle Insurance	452.00	508.00	56.00	12.4%	2,712.00	3,050.00	338.00	12.5%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	258.00	258.00	0.00	0.0%
65308000 General Liability Insurance	1,541.67	0.00	(1,541.67)	-100.0%	9,250.00	7,707.67	(1,542.33)	-16.7%
65401000 Office Supplies & Computers	98.49	28.93	(69.56)	-70.6%	1,212.92	1,824.14	611.22	50.4%
65405000 Janitorial Supplies	0.00	257.72	257.72	--.-%	605.71	832.16	226.45	37.4%
65407000 Repair/Maint Parts & Supplie	67.04	244.81	177.77	265.2%	9,186.19	3,086.41	(6,099.78)	-66.4%
65407001 State Reimb - Repairs/Maint	0.00	0.00	0.00	--.-%	0.00	347.39	347.39	--.-%
65408000 Vehicle/Equip - Parts/Supplie	208.46	2,850.34	2,641.88	1267.3%	4,661.01	7,730.54	3,069.53	65.9%
65408001 Airport Vehicle Fuel	563.69	1,571.73	1,008.04	178.8%	5,142.06	9,008.22	3,866.16	75.2%
65410000 Employee Uniforms	63.09	0.00	(63.09)	-100.0%	1,342.20	0.00	(1,342.20)	-100.0%
65413000 Operational Expense	0.00	84.71	84.71	--.-%	412.31	942.27	529.96	128.5%
65413001 Line Service Equipment	0.00	0.00	0.00	--.-%	0.00	1,208.41	1,208.41	--.-%
65413002 Security Materials & Supplies	0.00	0.00	0.00	--.-%	713.74	0.00	(713.74)	-100.0%
65506000 Travel Expenses	0.00	0.00	0.00	--.-%	1,445.16	2,110.15	664.99	46.0%
65715000 Promotional Fund Expenses	0.00	1,495.50	1,495.50	--.-%	35.00	3,314.33	3,279.33	9369.5%
65801000 Dues & Membership	0.00	0.00	0.00	--.-%	1,247.70	348.20	(899.50)	-72.1%
65804000 Va Sales Tax Paid	25.42	0.00	(25.42)	-100.0%	50.75	25.56	(25.19)	-49.6%
65806000 Snow Removal Contingency	1,017.45	0.00	(1,017.45)	-100.0%	1,017.45	924.75	(92.70)	-9.1%
79001000 Lease/Rent Of Equipment	2,463.41	203.00	(2,260.41)	-91.8%	15,424.46	14,789.05	(635.41)	-4.1%
79101000 Loan - VRA Bond	728.19	623.23	(104.96)	-14.4%	4,497.33	3,871.86	(625.47)	-13.9%
Total Expense:	126,410.91	110,431.43	(15,979.48)	-12.6%	736,711.38	776,729.09	40,017.71	5.4%
Net Income:	(8,938.29)	11,659.95	20,598.24	--.-%	21,942.20	63,848.08	41,905.88	191.0%

Notes: Report Period: 7/01/2018 - 12/31/2018
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	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-3005-000-000-	.00	75.00	12307	MAINTENANCE SERVICE CONTRACTS	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-3005-000-000-	.00	75.00	12307	MAINTENANCE SERVICE CONTRACTS	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-3005-000-000-	.00	375.00	12307	MAINTENANCE SERVICE CONTRACTS	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-3010-000-000-	.00	253.87	12307	OTHER CONTRACTUAL SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5101-000-000-	.00	4,296.57	12307	ELECTRICAL SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5102-000-000-	.00	42.73	12307	HEATING SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5102-000-000-	.00	35.32	12307	HEATING SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5102-000-000-	.00	23.25	12307	HEATING SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5102-000-000-	.00	34.92	12307	HEATING SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5103-000-000-	.00	104.67	12307	WATER & SEWAGE SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5103-000-000-	.00	52.23	12307	WATER & SEWAGE SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5103-000-000-	.00	76.20	12307	WATER & SEWAGE SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5103-000-000-	.00	235.23	12307	WATER & SEWAGE SERVICES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5204-000-001-	.00	12.52	12307	POSTAGE	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5204-000-001-	.00	12.52	12307	POSTAGE	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5204-000-002-	.00	527.89	12307	TELEPHONE	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5204-000-002-	.00	116.62	12307	TELEPHONE	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5401-000-000-	.00	73.15	12307	OFFICE SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5401-000-000-	.00	32.99	12307	OFFICE SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5401-000-000-	.00	44.46	12307	OFFICE SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5401-000-000-	.00	12.99	12307	OFFICE SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5401-000-000-	.00	94.70	12307	OFFICE SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5401-000-000-	.00	33.97	12307	OFFICE SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5407-000-000-	.00	27.03	12307	REPAIR AND MAINTENANCE SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5407-000-000-	.00	163.71	12307	REPAIR AND MAINTENANCE SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5407-000-000-	.00	43.88	12307	REPAIR AND MAINTENANCE SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5408-000-000-	.00	45.57	12307	VEHICLE AND POWERED EQUIP SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5408-000-000-	.00	91.63	12307	VEHICLE AND POWERED EQUIP SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5408-000-000-	.00	189.47	12307	VEHICLE AND POWERED EQUIP SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5408-000-000-	.00	164.37	12307	VEHICLE AND POWERED EQUIP SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5408-000-000-	.00	37.00	12307	VEHICLE AND POWERED EQUIP SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5408-000-000-	.00	75.98	12307	VEHICLE AND POWERED EQUIP SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5408-000-000-	.00	33.59	12307	VEHICLE AND POWERED EQUIP SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5408-000-001-	.00	2,191.33	12307	VEHICLE GAS-AIRPORT USE	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5413-000-000-	.00	201.28	12307	OTHER OPERATING SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5413-000-000-	.00	11.21	12307	OTHER OPERATING SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5413-000-000-	.00	55.27	12307	OTHER OPERATING SUPPLIES	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5413-000-001-	.00	678.66	12307	LINE SERVICE EQUIPMENT	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5414-000-000-	.00	129.48	12307	MERCHANDISE FOR RESALE	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5414-000-000-	.00	154.16	12307	MERCHANDISE FOR RESALE	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5715-000-000-	.00	14.00	12307	PROMOTIONAL FUND	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5801-000-000-	.00	119.00	12307	DUES & MEMBERSHIP	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-5806-000-000-	.00	924.75	12307	SNOW REMOVAL OPERATIONS	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-9001-000-000-	.00	165.41	12307	LEASE/RENT OF EQUIPMENT	21711
00000	007822	BANK OF AMERICA N A	11/30/2018	12/21/2018		4017-081090-9001-000-000-	.00	89.00	12307	LEASE/RENT OF EQUIPMENT	21711

CHECK TOTAL 12,222.54

CLASS TOTAL 12,222.54

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	003596	EASTERN AVIATION FUELS	P3055909	12/28/2018		4017-081090-5408-000-000-	.00	2,646.62	12319	VEHICLE AND POWERED EQUIP SUPPLIES	21710
00000	003596	EASTERN AVIATION FUELS	3057845	12/28/2018		4017-081090-5414-000-000-	.00	18,648.84	12319	MERCHANDISE FOR RESALE	21710
						CHECK TOTAL		21,295.46			
						CLASS TOTAL		21,295.46			

**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	13,661	(1,150)
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	10,971	(1,911)
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	91,657	311

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	10,780	2,881	(149)	(1,001)
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	7,835	3,136	(1,308)	(603)
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	69,322	22,335	5,387	(5,076)