



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, June 13, 2019 at 5:00 P.M.

Gene Fisher, Chairman, Presiding

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

May 9, 2019, WRAA Monthly Business Meeting

4. Comments – Audience
5. Chairman – Opening Remarks
6. Committee Reports
 - a. Financial Report – Secretary/Treasurer – J.J. Smith
May 2019 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. Closed Session: That the Authority go into a closed session pursuant to Section 2.2-3711(A)(3) for the discussion and consideration of the acquisition of real property for a public purpose, or 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.
10. Adjourn

MAY 2019 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 May 9, 2019.

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

Absent: Dave Reichert, Paul Anderson, 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 Bill Pifer, second by Frank Haun. Motion passed unanimously.

APPROVE MEETING MINUTES – March 14, 2019 Regular Business Meeting

Motion: Approve meeting minutes as distributed, with corrected attendance - by Bill Pifer, second by John Crawford. Motion passed unanimously.

PUBLIC COMMENT

None

CHAIRMAN – OPENING REMARKS

None

COMMITTEE REPORTS

(a) Finance Report – J.J. Smith, Secretary/Treasurer – J.J. arrived late; Nick provided an overview of the pre-audit April 2019 financial statements.

Motion: Accept finance report – by Bill Pifer, second by John Crawford. 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 gave an overview of a meeting that he and Nick had with an aircraft management company based in Manassas. It was mentioned that the recent property tax adjustment was a key factor that led to the group exploring options at Winchester.

EXECUTIVE DIRECTOR COMMENTS

Nick mentioned that Frederick County Emergency Management has incorporated drones in to their response capabilities. Frederick County requested a letter from the Authority acknowledging their FAA compliant drone program, including the possibility for operations at the adjacent Public Safety building.

A joint meeting between the Airport Authority and Frederick County Board of Supervisors has been proposed. This seems like a good opportunity to provide a strategic plan update. Planning is in the works with the County Administration office.

Nick discussed upcoming staffing and operational changes. Effective July 1, 2019, all employees will be scheduled a 40 hour workweek. On Saturdays and Sundays the airport will adopt an on-call posture between 2:00AM-6:00AM to make the schedule work with the given manpower resources. This change will protect the overtime budget and ensure personnel funding is available for irregular, extended, or emergency operations.

A kickoff meeting for the first phase of terminal site design will take place in the next 30 days.

There is a based pilot cookout on May 22 from noon to 3PM. Wings & Wheels is on June 1st from 10:00AM-2:00PM.

COMMENTS – BOARD MEMBERS

(a) Joey Bailey – He thought the pilot stakeholder meeting was a success and he looks forward to more initiatives that benefit the general aviation community. He is also encouraged by the fuel sales, and thinks it is the beginning of a positive trend for both Jet-A and AVGAS.

COMMENTS – AUDIENCE

None

CLOSED MEETING

Upon Motion duly made by Mr. Crawford, seconded by Mr. Pifer, the Authority unanimously RESOLVED to go into a closed meeting pursuant to Section § 2.2-3711(A)(3) of the Code of Virginia (1950, as amended) for the discussion or consideration of the acquisition of real property for a public purpose, or 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.

RETURN TO OPEN MEETING

At the conclusion of the closed meeting concerning the discussion or consideration of the acquisition of real property for a public purpose, or 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, the following Resolution was unanimously adopted upon roll call vote as set forth below:

WHEREAS, the Winchester Regional Airport Authority has concluded its “closed meeting” at a meeting held on May 9, 2019, and desires to return to an “open meeting”; and

WHEREAS, the adoption of this Resolution is intended to serve as the “Certificate” described in Section § 2.2-3712(D) of the Code of Virginia (1950, as amended).

NOW THEREFORE, BE IT RESOLVED that the “Winchester Regional Airport Authority does hereby reconvene in an “open meeting” at its meeting held on May 9, 2019; and

BE IT FURTHER RESOLVED that each and every Member of said Authority who votes in the affirmative for this Resolution does thereby certify to the best of each Member's knowledge that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were heard, discussed or considered during the closed meeting, and that only such public business matters as were identified in the Motion which convened the closed meeting were heard, discussed or considered during the course of said closed meeting by the Authority:

<u>Roll Call</u>	<u>Vote</u>
Gene Fisher	Aye
J.J. Smith	Aye
John Crawford	Aye
Joey Bailey	Aye
Bill Pifer	Aye
Frank Haun	Aye
Paul Anderson	Absent
Dave Reichert	Absent
Archie Fox	Absent

ADJOURNMENT

Motion: There being no further business, a motion was made to adjourn at 6:07 P.M. – by John Crawford, second by Bill Pifer. Motion passed unanimously.

Respectfully submitted,

J.J. Smith, Secretary/Treasurer

WRAA Adopted:

Winchester Regional Airport Authority
General Ledger Balance Sheet Report

As Of: 5/31/2019

All Departments Consolidated

Assets

10001011 Undeposited Receipts	371.00
10171010 Operating Cash In Bank	41,857.44
10171011 Petty Cash	500.00
10171080 Inventory - Fuel	92,411.49
10171082 Inventory - Merchandise	1,685.70
10171083 Inventory - Oil	634.32
10171084 Inventory - Automobile Gas/Airport Use	126.11
10171085 Inventory - Diesel Airport Use	(1,102.70)
10171090 Pre-Paid Insurance	13,908.00
10171094 Prepaid Postage	170.98
10171153 Accounts Receivable	29,232.06
10172002 VRS - Deferred Outflow	61,108.00
10172003 GLI Deferred Outflow	3,590.04
10851010 Capital Cash In Bank	(299,225.03)
10851100 Construction In Progress	195,748.71
10851153 Capital Accounts Receivable	326,345.00
10851200 Net Fixed Assets	26,700,733.59
Total Assets:	27,168,094.71

Liabilities

20172010 Amt Held For Employee Benefits	3,482.98
20172020 Accounts Payable - Operating Fund	68,819.60
20172021 Long-Term Notes	240,272.01
20172024 Bad Check Account	(360.00)
20172094 Accrued Leave & Fringes	62,057.84
20172201 VRS - Deferred Inflow	53,850.00
20172202 VRS - Pension Liability	152,184.68
20172203 GLI Deferred Inflow	3,674.00
20172204 GLI Net Pension Liability	33,058.00
20172804 Virginia State Sales Tax	16.90
20852090 Retainage Payable	7,190.00
30000000 Current Earnings	458,240.01
30000001 Retained Earnings	26,085,608.69
Total Liabilities And Equity:	27,168,094.71

Notes:

All Departments Consolidated.

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2018 Through: 5/31/2019
Selected Departments Consolidated

Income

	5/31/2019 MTD	Year-To-Date
40172404 State Operating Reimbursement	1,653.97	5,916.71
40174500 Sale - Fuel	79,657.44	771,227.76
40174502 Sale - Merchandise	53.13	386.51
40174503 Sale - Oil	77.75	863.29
40174600 Rental Income	38,833.00	414,134.50
40174601 Income - Land Leases	19,063.00	59,178.02
40174617 Special Fees	2,635.43	11,145.13
40174618 Facility & Line Service Fees	5,092.50	36,922.50
40174899 Miscellaneous Revenue	5.40	3,962.31
40174900 Operating Appropriations	13,300.50	146,306.50
Total Income:	160,372.12	1,450,043.23

Expense

	5/31/2019 MTD	Year-To-Date
54140000 Cost - Fuel	44,000.13	427,689.10
54140002 Cost - Merchandise	34.21	598.52
54140003 Cost - Oil	61.46	663.67
61000000 Accrued Salaries	0.00	(13,143.56)
61001000 Salaries	40,871.82	473,258.17
61005001 Overtime Pay	884.43	17,829.64
62000000 Accrued Leave - Fringe Benefit Expense	0.00	(1,005.49)
62001000 FICA	2,905.01	35,577.20
62002000 VSRS	4,001.30	42,947.46
62005000 Hospital/Medical Plans	8,945.08	93,047.88
62005001 Retiree Health Ins	0.00	7,754.66
62006000 Group Life Insurance	535.44	5,854.86
62008000 Short/Long Disab	112.00	1,111.83
62011000 Worker's Compensation	1,152.45	13,851.25
63002000 Professional Svcs - Other	1,225.50	29,699.50
63004001 Outside Repairs & Maint Vehicle/Equip	0.00	2,916.33
63004003 Repair - Blgs & Grounds Outside Repairs	821.00	7,290.52
63005000 Maintenance Contracts	0.00	5,610.44
63005001 State Funded Maintenance Contracts	1,100.00	3,300.00
63007000 Advertising	0.00	35.00
63010000 Contractual Services	2,197.20	20,920.87
65101000 Electrical Services	3,975.99	53,345.69
65102000 Heating Service	416.57	6,945.60
65103000 Water & Sewer Services	401.62	4,393.84
65204001 Postage Meter Expense	0.00	131.16
65204002 Telephones/Internet/TV Cable Expense	653.51	7,075.16
65302000 Fire/Property Insurance	1,023.00	11,252.00
65305000 Motor Vehicle Insurance	508.00	5,590.00
65307000 Public Officials Liability Ins	43.00	473.00
65308000 General Liability Insurance	0.00	7,707.67
65401000 Office Supplies & Computers	90.74	2,393.19
65405000 Janitorial Supplies	0.00	1,234.79
65407000 Repair/Maint Parts & Supplies	41.48	5,632.60
65407001 State Reimb - Repairs/Maint/Supplies	364.14	2,966.54
65408000 Vehicle/Equip - Parts/Supplies	271.23	11,062.63
65408001 Airport Vehicle Fuel	1,345.20	13,473.13

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Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2018 Through: 5/31/2019
Selected Departments Consolidated

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	5/31/2019 MTD	Year-To-Date
65413000 Operational Expense	226.88	2,152.47
65413001 Line Service Equipment	0.00	1,244.39
65413002 Security Materials & Supplies	0.00	334.48
65506000 Travel Expenses	0.00	2,629.06
65715000 Promotional Fund Expenses	7,601.00	16,415.39
65801000 Dues & Membership	60.00	1,720.20
65804000 Va Sales Tax Paid	0.00	49.05
65806000 Snow Removal Contingency Fund	0.00	5,611.53
75810000 Unemployment Claim	0.00	(109.12)
79001000 Lease/Rent Of Equipment	3,354.41	28,608.79
79101000 Loan - VRA Bond	569.64	7,424.04
Total Expense:	129,793.44	1,375,565.13
Net Income:	30,578.68	74,478.10

Notes: Report Period: 7/01/2018 - 5/31/2019
Selected Departments Consolidated:
(Un-Departmentalized)
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2018 Through: 5/31/2019
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 Reimbursers	1,615.29	1,653.97	38.68	2.4%	6,481.63	5,916.71	(564.92)	-8.7%
40174500 Sale - Fuel	89,975.41	79,657.44	(10,317.97)	-11.5%	750,390.54	771,227.76	20,837.22	2.8%
40174502 Sale - Merchandise	7.60	53.13	45.53	599.1%	473.47	386.51	(86.96)	-18.4%
40174503 Sale - Oil	160.18	77.75	(82.43)	-51.5%	1,022.88	863.29	(159.59)	-15.6%
40174600 Rental Income	34,851.50	38,833.00	3,981.50	11.4%	362,155.00	414,134.50	51,979.50	14.4%
40174601 Income - Land Leases	18,490.00	19,063.00	573.00	3.1%	57,487.00	59,178.02	1,691.02	2.9%
40174617 Special Fees	2,038.77	2,635.43	596.66	29.3%	12,478.32	11,145.13	(1,333.19)	-10.7%
40174618 Facility & Line Service Fees	9,210.00	5,092.50	(4,117.50)	-44.7%	44,200.00	36,922.50	(7,277.50)	-16.5%
40174899 Miscellaneous Revenue	6.00	5.40	(0.60)	-10.0%	782.11	3,962.31	3,180.20	406.6%
40174900 Operating Appropriations	14,428.75	13,300.50	(1,128.25)	-7.8%	158,726.25	146,306.50	(12,419.75)	-7.8%
Total Income:	170,783.50	160,372.12	(10,411.38)	-6.1%	1,394,197.20	1,450,043.23	55,846.03	4.0%
Expense								
54140000 Cost - Fuel	50,343.14	44,000.13	(6,343.01)	-12.6%	402,393.30	427,689.10	25,295.80	6.3%
54140002 Cost - Merchandise	6.02	34.21	28.19	468.3%	391.46	598.52	207.06	52.9%
54140003 Cost - Oil	128.02	61.46	(66.56)	-52.0%	785.13	663.67	(121.46)	-15.5%
54140004 Cost - Catering	0.00	0.00	0.00	---%	16.64	0.00	(16.64)	-100.0%
61000000 Accrued Salaries	(5,682.41)	0.00	5,682.41	---%	(2,500.87)	(13,143.56)	(10,642.69)	---%
61001000 Salaries	41,172.37	40,871.82	(300.55)	-0.7%	463,418.57	473,258.17	9,839.60	2.1%
61005001 Overtime Pay	877.94	884.43	6.49	0.7%	18,452.22	17,829.64	(622.58)	-3.4%
62000000 Accrued Leave - Fringe Benef	(434.70)	0.00	434.70	---%	(191.31)	(1,005.49)	(814.18)	---%
62001000 FICA	3,096.53	2,905.01	(191.52)	-6.2%	35,543.21	35,577.20	33.99	0.1%
62002000 VSRS	3,884.66	4,001.30	116.64	3.0%	42,731.26	42,947.46	216.20	0.5%
62005000 Hospital/Medical Plans	9,183.52	8,945.08	(238.44)	-2.6%	101,318.32	93,047.88	(8,270.44)	-8.2%
62005001 Retiree Health Ins	0.00	0.00	0.00	---%	0.00	7,754.66	7,754.66	---%
62006000 Group Life Insurance	553.18	535.44	(17.74)	-3.2%	6,084.98	5,854.86	(230.12)	-3.8%
62008000 Short/Long Disab	34.56	112.00	77.44	224.1%	380.16	1,111.83	731.67	192.5%
62011000 Worker's Compensation	1,198.34	1,152.45	(45.89)	-3.8%	13,650.20	13,851.25	201.05	1.5%
63002000 Professional Svcs - Other	1,197.00	1,225.50	28.50	2.4%	17,279.77	29,699.50	12,419.73	71.9%
63004001 Outside Repairs & Maint Ver	0.00	0.00	0.00	---%	13,571.10	2,916.33	(10,654.77)	-78.5%
63004003 Repair - Bldgs & Grounds Out	89.95	821.00	731.05	812.7%	351.90	7,290.52	6,938.62	1971.8%
63005000 Maintenance Contracts	0.00	0.00	0.00	---%	6,462.92	5,610.44	(852.48)	-13.2%
63005001 State Funded Maintenance C	0.00	1,100.00	1,100.00	---%	3,300.00	3,300.00	0.00	0.0%
63007000 Advertising	0.00	0.00	0.00	---%	0.00	35.00	35.00	---%

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2018 Through: 5/31/2019
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	
63010000 Contractual Services	2,440.46	2,197.20	(243.26)	-10.0%	22,242.56	20,920.87	(1,321.69)	-5.9%
65101000 Electrical Services	4,241.78	3,975.99	(265.79)	-6.3%	57,128.91	53,345.69	(3,783.22)	-6.6%
65102000 Heating Service	157.95	416.57	258.62	163.7%	8,576.79	6,945.60	(1,631.19)	-19.0%
65103000 Water & Sewer Services	251.26	401.62	150.36	59.8%	2,895.12	4,393.84	1,498.72	51.8%
65204001 Postage Meter Expense	6.76	0.00	(6.76)	-100.0%	356.11	131.16	(224.95)	-63.2%
65204002 Telephones/Internet/TV Cabl	624.93	653.51	28.58	4.6%	6,872.66	7,075.16	202.50	2.9%
65302000 Fire/Property Insurance	981.08	1,023.00	41.92	4.3%	10,791.92	11,252.00	460.08	4.3%
65305000 Motor Vehicle Insurance	452.00	508.00	56.00	12.4%	4,972.00	5,590.00	618.00	12.4%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	473.00	473.00	0.00	0.0%
65308000 General Liability Insurance	1,541.66	0.00	(1,541.66)	-100.0%	16,958.33	7,707.67	(9,250.66)	-54.5%
65401000 Office Supplies & Computers	272.53	90.74	(181.79)	-66.7%	2,650.21	2,393.19	(257.02)	-9.7%
65405000 Janitorial Supplies	148.82	0.00	(148.82)	-100.0%	1,200.18	1,234.79	34.61	2.9%
65407000 Repair/Maint Parts & Supplie	2,355.23	41.48	(2,313.75)	-98.2%	12,727.44	5,632.60	(7,094.84)	-55.7%
65407001 State Reimb - Repairs/Maint	600.30	364.14	(236.16)	-39.3%	4,070.72	2,966.54	(1,104.18)	-27.1%
65408000 Vehicle/Equip - Parts/Supplie	394.35	271.23	(123.12)	-31.2%	7,268.21	11,062.63	3,794.42	52.2%
65408001 Airport Vehicle Fuel	1,331.66	1,345.20	13.54	1.0%	9,703.03	13,473.13	3,770.10	38.9%
65410000 Employee Uniforms	0.00	0.00	0.00	--.-%	2,045.95	0.00	(2,045.95)	-100.0%
65413000 Operational Expense	100.41	226.88	126.47	126.0%	864.09	2,152.47	1,288.38	149.1%
65413001 Line Service Equipment	0.00	0.00	0.00	--.-%	1,338.00	1,244.39	(93.61)	-7.0%
65413002 Security Materials & Supplies	0.00	0.00	0.00	--.-%	771.99	334.48	(437.51)	-56.7%
65506000 Travel Expenses	0.00	0.00	0.00	--.-%	1,880.60	2,629.06	748.46	39.8%
65715000 Promotional Fund Expenses	451.00	7,601.00	7,150.00	1585.4%	912.00	16,415.39	15,503.39	1699.9%
65801000 Dues & Membership	0.00	60.00	60.00	--.-%	1,027.95	1,720.20	692.25	67.3%
65804000 Va Sales Tax Paid	0.00	0.00	0.00	--.-%	57.25	49.05	(8.20)	-14.3%
65806000 Snow Removal Contingency	0.00	0.00	0.00	--.-%	5,215.84	5,611.53	395.69	7.6%
75810000 Unemployment Claim	0.00	0.00	0.00	--.-%	(94.08)	(109.12)	(15.04)	--.-%
79001000 Lease/Rent Of Equipment	3,449.41	3,354.41	(95.00)	-2.8%	28,385.51	28,608.79	223.28	0.8%
79101000 Loan - VRA Bond	684.81	569.64	(115.17)	-16.8%	8,008.35	7,424.04	(584.31)	-7.3%
Total Expense:	126,177.52	129,793.44	3,615.92	2.9%	1,342,739.60	1,375,565.13	32,825.53	2.4%
Net Income:	44,605.98	30,578.68	(14,027.30)	-31.4%	51,457.60	74,478.10	23,020.50	44.7%

Run: 6/10/2019
10:59AM

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2018 Through: 5/31/2019
Selected Departments Consolidated

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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: 7/01/2018 - 5/31/2019
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
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00524	003596	TITAN AVIATION FUELS	R3129453	5/30/2019	0	4017-081090-9001-000-000-	.00	2,100.00	13058	LEASE/RENT OF EQUIPMENT	21762
						CHECK TOTAL		2,100.00			
00524	004484	BRVAN MICHAEL L	8286-AIRPORT	5/30/2019	0	4017-081090-3002-000-000-	.00	1,225.50	13059	PROFESSIONAL SERVICES	21762
						CHECK TOTAL		1,225.50			
00524	008983	PLASTERS HEATING, A/C &	6368	5/30/2019	0	4017-081090-3004-000-003-	.00	289.95	13081	REPAIR & MAINTENANCE BLDG.&GROUNDS	21762
00524	008983	PLASTERS HEATING, A/C &	6413	5/30/2019	0	4017-081090-3004-000-003-	.00	821.00	13081	REPAIR & MAINTENANCE BLDG.&GROUNDS	21762
						CHECK TOTAL		1,110.95			
						CLASS TOTAL		4,436.45			

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
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-3002-000-000-	.00	11,175.00	13045	PROFESSIONAL SERVICES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-3004-000-001-	.00	308.00	13045	REPAIR & MAINTENANCE EQUIP.	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-3010-000-000-	.00	253.87	13045	OTHER CONTRACTUAL SERVICES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5101-000-000-	.00	5,808.28	13045	ELECTRICAL SERVICES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5102-000-000-	.00	503.61	13045	HEATING SERVICES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5102-000-000-	.00	204.80	13045	HEATING SERVICES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5102-000-000-	.00	155.75	13045	HEATING SERVICES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5103-000-000-	.00	235.23	13045	WATER & SEWAGE SERVICES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5103-000-000-	.00	85.69	13045	WATER & SEWAGE SERVICES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5103-000-000-	.00	52.23	13045	WATER & SEWAGE SERVICES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5204-000-002-	.00	535.19	13045	TELEPHONE	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5204-000-002-	.00	84.10	13045	TELEPHONE	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5204-000-002-	.00	37.00	13045	TELEPHONE	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5401-000-000-	.00	24.67	13045	OFFICE SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5407-000-000-	.00	20.13	13045	REPAIR AND MAINTENANCE SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5407-000-000-	.00	25.06	13045	REPAIR AND MAINTENANCE SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5407-000-000-	.00	90.99	13045	REPAIR AND MAINTENANCE SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5407-000-000-	.00	82.52	13045	REPAIR AND MAINTENANCE SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5407-000-000-	.00	105.52	13045	REPAIR AND MAINTENANCE SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5407-000-001-	.00	1,042.29	13045	STATE - PARTS AND SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5407-000-001-	.00	661.03	13045	STATE - PARTS AND SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5408-000-000-	.00	39.98	13045	VEHICLE AND POWERED EQUIP SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5408-000-001-	.00	699.88	13045	VEHICLE GAS-AIRPORT USE	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5408-000-001-	.00	722.63	13045	VEHICLE GAS-AIRPORT USE	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5413-000-000-	.00	285.89	13045	OTHER OPERATING SUPPLIES	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5506-000-000-	.00	60.00	13045	TRAVEL	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5506-000-000-	.00	138.91	13045	TRAVEL	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5715-000-000-	.00	600.00	13045	PROMOTIONAL FUND	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5715-000-000-	.00	16.30	13045	PROMOTIONAL FUND	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5715-000-000-	.00	63.66	13045	PROMOTIONAL FUND	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5715-000-000-	.00	136.58	13045	PROMOTIONAL FUND	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-5715-000-000-	.00	19.99	13045	PROMOTIONAL FUND	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-9001-000-000-	.00	165.41	13045	LEASE/RENT OF EQUIPMENT	21761
00521	007822	BANK OF AMERICA N A	04/30/2019	5/24/2019		4017-081090-9001-000-000-	.00	89.00	13045	LEASE/RENT OF EQUIPMENT	21761
CHECK TOTAL								24,529.19			
CLASS TOTAL								24,529.19			

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
00507	003596	TITAN AVIATION FUELS	3121686	5/16/2019	0	4017-081090-5414-000-000-	.00	19,451.72	12992	MERCHANDISE FOR RESALE	21757
00507	003596	TITAN AVIATION FUELS	3127295	5/16/2019	0	4017-081090-5414-000-000-	.00	19,791.86	12992	MERCHANDISE FOR RESALE	21757
						CHECK TOTAL		39,243.58			
00507	004447	J & J JANITORIAL &	171696	5/16/2019	0	4017-081090-3010-000-000-	.00	1,698.33	12994	OTHER CONTRACTUAL SERVICES	21757
00507	004447	J & J JANITORIAL &	171696	5/16/2019	0	4017-081090-9001-000-000-	.00	1,000.00	12994	LEASE/RENT OF EQUIPMENT	21757
						CHECK TOTAL		2,698.33			
00507	008180	GRANICUS SAAS	112004	5/16/2019	0	4017-081090-5715-000-000-	.00	2,160.00	13019	PROMOTIONAL FUND	21757
						CHECK TOTAL		2,160.00			
						CLASS TOTAL		44,101.91			

**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	7,379	(4,816)
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	7,446	(4,089)
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	10,289	(2,806)
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	14,410	236
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	15,470	(2,002)
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	146,651	(13,168)

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	5,413	1,966	(4,273)	(543)
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	5,476	1,970	(3,756)	(333)
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	7,379	2,910	(1,692)	(1,114)
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	9,805	4,605	(657)	893
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	11,461	4,009	(1,516)	(486)
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	108,856	37,795	(6,507)	(6,661)