



WINCHESTER REGIONAL AIRPORT

491 AIRPORT ROAD
WINCHESTER, VIRGINIA 22602
(540) 662-5786

Amended Agenda Regular Business Meeting

The Winchester Regional Airport Authority will meet in the Terminal Building Conference Room, Thursday, March 19, 2015 at 5:00 p.m.

Gene Fisher, Chairman, Presiding

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

February 19, 2015 – Regular Business Meeting
4. Comments – Audience
5. Chairman – Opening Remarks
6. Presentation – Bryan Elliott, Delta Airport Consultants – Financial Planning and Business Plans
7. Committee Reports
 - a. Financial Report – Secretary/Treasurer – J.J. Smith

February 2015 Financial Report
 - b. Building/Lease – Paul Anderson
 - c. Minimum Standards/Personnel/Security – David Reichert
 - d. Marketing/Development – Bill Pifer
8. Comments – Executive Director
9. Discussion – Potential Changes to Monthly Meeting Dates and/or Times
10. Comments – Board Members
11. Adjourn

**February 2015 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., February 19, 2015.

Present: Gene Fisher, Bill Pifer, Gerald (J. J.) Smith, David Reichert, Paul Anderson, Frank Haun

Absent: John Crawford, Dan Murray

CALL TO ORDER

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

APPROVE MEETING AGENDA

Chairman Fisher requested amending the agenda to add item seven (07 a) – Discussion of Meeting Day and/or Time.

Motion: Approve presented agenda as amended – David Reichert, second J. J. Smith. Motion passed.

APPROVE MEETING MINUTES

November 20, 2014 Regular Business Meeting

Motion: Approve the meeting minutes from November 20, 2014 Regular Business Meeting as presented – J. J. Smith, second Paul Anderson. Motion passed.

December 18, 2014 Regular Business Meeting – was cancelled

January 15, 2015 Regular Business Meeting - due to lack of a quorum board actions could not be conducted therefore no minutes were recorded.

COMMENTS – AUDIENCE

In attendance at the meeting was Rich Talbott member of the Martinsburg Airport Commission.

COMMENTS – CHAIRMAN - NONE

COMMITTEE REPORTS

(a) Finance Reports – J. J. Smith, Secretary/Treasurer

The treasurer, J. J. Smith presented the financial reports in detail for the months of November and December 2014 and January 2015.

Treasurer Smith presented the year-end financial report. He stated that the cash flow balance had increased over the 2014 Audit primarily due to increased contributions from localities and that revenues were still below budgeted projections.

Treasurer Smith stated that fuel sales and revenues were still following the same downward trend for the current fiscal year. He added that fuel sales were still down from last year.

Motion: Approve financial reports as presented – Paul Anderson, second David Reichert. Motion passed.

(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

Committee Chair Bill Pifer stated the committee had not met but that a newsletter should be circulated to the board for comments in approximately two weeks.

EXECUTIVE DIRECTOR COMMENTS

Ms. Manuel informed members that she would be making a presentation at the next WRAA meeting regarding the staffing, duties and organizational structure of airport staff.

She stated that Bryan Elliott with Delta Airport Consultants would be attending the next business meeting to inform board members on additional services now provided by Delta regarding development of business plans, mission statements, marketing, etc.

Ms. Manuel updated members on the status of the South Apron Rehab and Relocation project. She stated the company would soon be doing a winter shut down until early spring.

DISCUSSION OF CHANGE TO MEETING DAY/TIME

Following various suggestions from board members it was decided to hold off on any decision until the next WRAA meeting. In the meantime Ms. Manuel will check with legal counsel on guidelines and/or procedures implementing any changes.

COMMENTS – BOARD MEMBERS

No comments.

ADJOURNMENT

There being no further business motion to adjourn at 5:30 p.m. by J. J. Smith, second by Paul Anderson passed.

Respectfully submitted,

J. J. Smith, Secretary/Treasurer

Winchester Regional Airport Authority

General Ledger Balance Sheet Report

As Of: 2/28/2015

All Departments Consolidated

Assets

10171010.001	County Operating Cash	(80.58)
10171011.000	Petty Cash	500.00
10171080.005	Inventory - Jet-A	27,864.11
10171080.006	Inventory - Avgas	60,438.22
10171082.000	Inventory - Merchandise	979.37
10171083.000	Inventory - Oil	505.79
10171084.000	Inventory - Automobile Gas/Airport Use	1,401.85
10171085.000	Inventory - Diesel Airport Use	663.91
10171090.002	Pre-Paid Fire Insurance	4,011.68
10171090.005	Pre-Paid Motor Vehicle Insurance	2,028.00
10171090.007	Pre-Paid Public Officials Risk Ins	172.00
10171090.008	Pre-Paid General Liability Insurance	3,083.34
10171094.000	Prepaid Postage	270.98
10171153.001	Oper Accounts Receivable	46,461.68
10171153.002	Operating Rev Due From State Gov	1,656.00
10171153.003	Oper Revenue Due From Frederick County	(17,720.00)
10171153.004	Oper Revenue Due From City Of Winchester	(1,470.75)
10851010.001	County Capital Cash	(86,340.13)
10851100.000	Construction In Progress	1,117,953.49
10851153.002	Capital A/R Due From City Of Winchester	71.98
10851153.007	Capital A/R Due From State Government	11,651.79
10851200.001	Fixed Assets	32,729,690.98
10851200.002	Less Accumulated Depreciation	(10,745,909.05)
Total Assets:		23,157,884.66

Liabilities

20172020.000	Accounts Payable - Operating Fund	40,589.52
20172020.001	Accts Payable Credit Card Charges	5,152.15
20172021.001	Wachovia Loan - VRA	520,426.40
20172094.610	Accrued Leave - PTO & IDA	72,960.77
20172094.620	Accrued Leave - Fringes	5,581.51
20172804.000	Virginia State Sales Tax	10.47
20172900.000	Deferred Revenue	16,000.00
30000000.000	Current Earnings	(155,806.87)
30000001.000	Retained Earnings	22,652,970.71
Total Liabilities And Equity:		23,157,884.66

Notes:

All Departments Consolidated.

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2014 Through: 2/28/2015
Selected Departments Consolidated

Income

	2/28/2015 MTD	Year-To-Date
40172404 State Operating Reimbursement	1,656.00	1,656.00
40174500 Sale - Fuel	39,018.58	594,618.55
40174502 Sale - Merchandise	74.44	417.88
40174503 Sale - Oil	27.72	380.34
40174600 Rental Income	35,101.00	284,128.00
40174601 Income - Land Leases	1,603.00	29,941.00
40174617 Special & Misc Fees	5,798.16	10,674.66
40174618 Facility & Service Fees	1,540.00	11,855.00
40174899 Miscellaneous Revenue	1,251.19	7,601.18
40174900 Operating Appropriations	5,900.75	47,207.00
Total Income:	91,970.84	988,479.61

Expense

	2/28/2015 MTD	Year-To-Date
54140000 Cost - Fuel	23,966.28	403,787.59
54140002 Cost - Merchandise	55.88	150.77
54140003 Cost - Oil	20.00	280.82
54140004 Cost - Catering	152.42	369.68
61000000 Accrued Salaries	0.00	1,975.27
61001000 Salaries	40,244.66	292,741.34
61005000 Overtime/Holiday/Comp Pay	2,326.83	13,028.41
62000000 Accrued Leave - Fringe Benefit Expense	0.00	151.12
62001000 FICA	3,106.58	22,289.46
62002000 VSRS	4,269.94	31,059.68
62005000 Hospital/Medical Plans	7,522.78	56,197.74
62006000 Group Life Insurance	478.92	3,483.46
62011000 Worker's Compensation	1,583.49	11,420.76
63002000 Professional Svcs - Other	1,325.00	10,048.00
63004001 Outside Repairs & Maint Vehicle/Equip	0.00	2,093.61
63004003 Repair - Blgs & Grounds Outside Repairs	0.00	10,795.15
63005000 Maintenance Contracts	0.00	5,660.75
63005001 State Funded Maintenance Contracts	1,000.00	2,070.00
63010000 Contractual Services	2,360.71	18,384.40
65101000 Electrical Services	7,631.72	46,639.95
65102000 Heating Service	2,231.68	6,495.39
65103000 Water & Sewer Services	333.68	2,034.63
65204001 Postage Meter Expense	12.56	279.01
65204002 Telephones/Internet/TV Cable Expense	607.09	4,818.78
65302000 Fire/Property Insurance	1,002.92	8,023.32
65305000 Motor Vehicle Insurance	507.00	4,056.00
65307000 Public Officials Liability Ins	43.00	344.00
65308000 General Liability Insurance	1,541.66	12,374.99
65401000 Office Supplies	523.20	1,833.04
65405000 Janitorial Supplies	153.79	755.34
65407000 Repair/Maint Supplies	616.76	5,551.13
65408000 Vehicle/Equip - Parts/Supplies	137.64	3,244.56
65408001 Airport Vehicle Fuel	1,496.04	10,060.80
65413000 Operational Expense	180.42	1,005.20
65413001 Line Service Equipment	0.00	314.60
65413002 Security Materials & Supplies	0.00	37.00

Run: 3/12/2015
11:30AM

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2014 Through: 2/28/2015
Selected Departments Consolidated

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	<u>2/28/2015 MTD</u>	<u>Year-To-Date</u>
65506000 Travel Expenses	105.00	1,721.72
65715000 Promotional Fund Expenses	0.00	25.00
65801000 Dues & Membership	0.00	924.00
65804000 Va Sales Tax Paid	0.00	30.87
65806000 Snow Removal Contingency Fund	1,352.26	6,861.93
69001000 Lease/Rent Of Equipment	354.63	17,517.49
69101000 Loan - VRA Bond	2,149.70	18,088.80
Total Expense:	109,394.24	1,039,025.56
Net Income:	(17,423.40)	(50,545.95)

Notes: Report Period: 7/01/2014 - 2/28/2015
Selected Departments Consolidated:
Operational Fund

Winchester Regional Airport Authority

General Ledger Two-Year Income Report

For the Current-Year Period: 7/01/2014 Through: 2/28/2015

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	vs Last Year	
Income								
40172404 State Operating Reimburse	1,530.94	1,656.00	125.06	8.2%	9,024.64	1,656.00	(7,368.64)	-81.7%
40174500 Sale - Fuel	50,321.36	39,018.58	(11,302.78)	-22.5%	664,814.57	594,618.55	(70,196.02)	-10.6%
40174502 Sale - Merchandise	0.00	74.44	74.44	---%	233.17	417.88	184.71	79.2%
40174503 Sale - Oil	26.70	27.72	1.02	3.8%	740.48	380.34	(360.14)	-48.6%
40174505 Sale - Deicing Chemical	0.00	0.00	0.00	---%	750.00	0.00	(750.00)	-100.0%
40174600 Rental Income	35,169.00	35,101.00	(68.00)	-0.2%	281,418.00	284,128.00	2,710.00	1.0%
40174601 Income - Land Leases	1,541.00	1,603.00	62.00	4.0%	29,113.00	29,941.00	828.00	2.8%
40174617 Special & Misc Fees	0.00	5,798.16	5,798.16	---%	12,717.91	10,674.66	(2,043.25)	-16.1%
40174618 Facility & Service Fees	695.00	1,540.00	845.00	121.6%	8,470.00	11,855.00	3,385.00	40.0%
40174899 Miscellaneous Revenue	2,531.01	1,251.19	(1,279.82)	-50.6%	7,731.15	7,601.18	(129.97)	-1.7%
40174900 Operating Appropriations	5,336.25	5,900.75	564.50	10.6%	42,690.00	47,207.00	4,517.00	10.6%
40174901 Insurance Claim Recovery	0.00	0.00	0.00	---%	2,669.96	0.00	(2,669.96)	-100.0%
Total Income:	97,151.26	91,970.84	(5,180.42)	-5.3%	1,060,372.88	988,479.61	(71,893.27)	-6.8%
Expense								
54140000 Cost - Fuel	34,439.90	23,966.28	(10,473.62)	-30.4%	476,599.25	403,787.59	(72,811.66)	-15.3%
54140002 Cost - Merchandise	0.00	55.88	55.88	---%	192.90	150.77	(42.13)	-21.8%
54140003 Cost - Oil	19.90	20.00	0.10	0.5%	752.80	280.82	(471.98)	-62.7%
54140004 Cost - Catering	0.00	152.42	152.42	---%	503.16	369.68	(133.48)	-26.5%
61000000 Accrued Salaries	1,627.15	0.00	(1,627.15)	-100.0%	4,228.28	1,975.27	(2,253.01)	-53.3%
61001000 Salaries	35,089.32	40,244.66	5,155.34	14.7%	277,228.78	292,741.34	15,512.56	5.6%
61005000 Overtime/Holiday/Comp Pay	2,911.97	2,326.83	(585.14)	-20.1%	14,667.91	13,028.41	(1,639.50)	-11.2%
62000000 Accrued Leave - Fringe Ben	124.47	0.00	(124.47)	-100.0%	323.45	151.12	(172.33)	-53.3%
62001000 FICA	2,742.23	3,106.58	364.35	13.3%	21,026.44	22,289.46	1,263.02	6.0%
62002000 VSRS	3,996.70	4,269.94	273.24	6.8%	31,576.46	31,059.68	(516.78)	-1.6%
62005000 Hospital/Medical Plans	6,808.20	7,522.78	714.58	10.5%	54,465.60	56,197.74	1,732.14	3.2%
62006000 Group Life Insurance	417.58	478.92	61.34	14.7%	3,299.16	3,483.46	184.30	5.6%
62011000 Worker's Compensation	1,339.82	1,583.49	243.67	18.2%	10,386.22	11,420.76	1,034.54	10.0%
63002000 Professional Svcs - Other	11,125.00	1,325.00	(9,800.00)	-88.1%	17,496.00	10,048.00	(7,448.00)	-42.6%
63004001 Outside Repairs & Maint Ver	165.62	0.00	(165.62)	-100.0%	1,359.65	2,093.61	733.96	54.0%
63004003 Repair - Bigs & Grounds Out	0.00	0.00	0.00	---%	1,380.50	10,795.15	9,414.65	682.0%
63005000 Maintenance Contracts	0.00	0.00	0.00	---%	4,752.00	5,660.75	908.75	19.1%
63005001 State Funded Maintenance C	0.00	1,000.00	1,000.00	---%	1,070.00	2,070.00	1,000.00	93.5%
63007000 Advertising	0.00	0.00	0.00	---%	128.70	0.00	(128.70)	-100.0%

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2014 Through: 2/28/2015
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	Last Year	This Year	Last Year	This Year
63010000 Contractual Services	2,268.21	2,360.71	92.50	4.1%	17,875.52	18,384.40	508.88	2.8%
65101000 Electrical Services	6,077.94	7,631.72	1,553.78	25.6%	39,810.24	46,639.95	6,829.71	17.2%
65102000 Heating Service	3,977.92	2,231.68	(1,746.24)	-43.9%	6,925.01	6,495.39	(429.62)	-6.2%
65103000 Water & Sewer Services	241.71	333.68	91.97	38.0%	2,282.36	2,034.63	(247.73)	-10.9%
65204001 Postage Meter Expense	34.92	12.56	(22.36)	-64.0%	457.12	279.01	(178.11)	-39.0%
65204002 Telephones/Internet/TV Cab	572.59	607.09	34.50	6.0%	4,061.73	4,818.78	757.05	18.6%
65302000 Fire/Property Insurance	754.00	1,002.92	248.92	33.0%	6,211.48	8,023.32	1,811.84	29.2%
65305000 Motor Vehicle Insurance	486.82	507.00	20.18	4.1%	4,026.34	4,056.00	29.66	0.7%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	344.00	344.00	0.00	0.0%
65308000 General Liability Insurance	1,583.34	1,541.66	(41.68)	-2.6%	12,578.76	12,374.99	(203.77)	-1.6%
65401000 Office Supplies	173.32	523.20	349.88	201.9%	2,369.32	1,833.04	(536.28)	-22.6%
65405000 Janitorial Supplies	166.76	153.79	(12.97)	-7.8%	977.11	755.34	(221.77)	-22.7%
65407000 Repair/Maint Supplies	57.21	616.76	559.55	978.1%	4,169.17	5,551.13	1,381.96	33.1%
65407001 State Reimb - Repairs/Maint	0.00	0.00	0.00	---%	5,266.22	0.00	(5,266.22)	-100.0%
65408000 Vehicle/Equip - Parts/Supplie	61.01	137.64	76.63	125.6%	7,890.98	3,244.56	(4,646.42)	-58.9%
65408001 Airport Vehicle Fuel	1,695.35	1,496.04	(199.31)	-11.8%	13,023.25	10,060.80	(2,962.45)	-22.7%
65410000 Employee Uniforms	0.00	0.00	0.00	---%	1,016.33	0.00	(1,016.33)	-100.0%
65413000 Operational Expense	39.99	180.42	140.43	351.2%	129.91	1,005.20	875.29	673.8%
65413001 Line Service Equipment	164.00	0.00	(164.00)	-100.0%	980.57	314.60	(665.97)	-67.9%
65413002 Security Materials & Supplies	0.00	0.00	0.00	---%	740.14	37.00	(703.14)	-95.0%
65506000 Travel Expenses	0.00	105.00	105.00	100.0%	1,754.67	1,721.72	(32.95)	-1.9%
65715000 Promotional Fund Expenses	0.00	0.00	0.00	---%	8,596.24	25.00	(8,571.24)	-99.7%
65801000 Dues & Membership	0.00	0.00	0.00	---%	831.30	924.00	92.70	11.2%
65804000 Va Sales Tax Paid	0.00	0.00	0.00	---%	48.25	30.87	(17.38)	-36.0%
65806000 Snow Removal Contingency	1,995.58	1,352.26	(643.32)	-32.2%	18,052.16	6,861.93	(11,190.23)	-62.0%
69001000 Lease/Rent Of Equipment	3,603.63	354.63	(3,249.00)	-90.2%	34,982.04	17,517.49	(17,464.55)	-49.9%
69101000 Loan - VRA Bond	2,526.56	2,149.70	(376.86)	-14.9%	21,063.51	18,088.80	(2,974.71)	-14.1%
Total Expense:	127,331.72	109,394.24	(17,937.48)	-14.1%	1,137,900.99	1,039,025.56	(98,875.43)	-8.7%
Net Income:	(30,180.46)	(17,423.40)	12,757.06	---%	(77,528.11)	(50,545.95)	26,982.16	---%

Notes: Report Period: 7/01/2014 - 2/28/2015
Selected Departments Consolidated:
Operational Fund

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	000117	EMMART W H & SON INC	264129	2/13/2015		4017-081090-5408-000-001-	.00	651.23	5986	VEHICLE GAS-AIRPORT USE	21208
						CHECK TOTAL		651.23			
00000	005693	REZIN INC	3443	2/13/2015		4017-081090-3002-000-000-	.00	1,325.00	5996	PROFESSIONAL SERVICES	21208
						CHECK TOTAL		1,325.00			
00000	000134	FRED CO SANITATION	1055-A	2/13/2015		4017-081090-5103-000-000-	.00	89.11	676188	WATER & SEWAGE SERVICES	21208
00000	000134	FRED CO SANITATION	2905-A	2/13/2015		4017-081090-5103-000-000-	.00	51.81	676188	WATER & SEWAGE SERVICES	21208
00000	000134	FRED CO SANITATION	6-A-4	2/13/2015		4017-081090-5103-000-000-	.00	30.32	676188	WATER & SEWAGE SERVICES	21208
00000	000134	FRED CO SANITATION	657-A-9	2/13/2015		4017-081090-5103-000-000-	.00	34.27	676188	WATER & SEWAGE SERVICES	21208
						CHECK TOTAL		205.51			
						CLASS TOTAL		2,181.74			

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	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-3004-000-001-	.00	29.59-	6015	REPAIR & MAINTENANCE EQUIP.	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-3004-000-001-	.00	999.80	6015	REPAIR & MAINTENANCE EQUIP.	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-3004-000-003-	.00	315.80	6015	REPAIR & MAINTENANCE BLDG.&GROUNDS	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-3005-000-000-	.00	567.00	6015	MAINTENANCE SERVICE CONTRACTS	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-3010-000-000-	.00	682.08	6015	OTHER CONTRACTUAL SERVICES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5204-000-002-	.00	43.06	6015	TELEPHONE	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5204-000-002-	.00	492.10	6015	TELEPHONE	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5204-000-002-	.00	46.08	6015	TELEPHONE	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5204-000-002-	.00	68.91	6015	TELEPHONE	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5401-000-000-	.00	80.45	6015	OFFICE SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5401-000-000-	.00	60.42	6015	OFFICE SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5405-000-000-	.00	81.66	6015	JANITORIAL SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5407-000-000-	.00	4.60	6015	REPAIR AND MAINTENANCE SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5407-000-000-	.00	4.62	6015	REPAIR AND MAINTENANCE SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5407-000-000-	.00	11.15-	6015	REPAIR AND MAINTENANCE SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5407-000-000-	.00	14.01	6015	REPAIR AND MAINTENANCE SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5407-000-000-	.00	21.06	6015	REPAIR AND MAINTENANCE SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5407-000-000-	.00	123.32	6015	REPAIR AND MAINTENANCE SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5407-000-000-	.00	218.51	6015	REPAIR AND MAINTENANCE SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5408-000-000-	.00	14.28	6015	VEHICLE AND POWERED EQUIP SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5408-000-000-	.00	15.98	6015	VEHICLE AND POWERED EQUIP SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5410-000-000-	.00	930.86	6015	UNIFORMS	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5410-000-000-	.00	973.00	6015	UNIFORMS	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5410-000-000-	.00	196.00	6015	UNIFORMS	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5413-000-000-	.00	197.77	6015	OTHER OPERATING SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5413-000-000-	.00	27.13	6015	OTHER OPERATING SUPPLIES	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5413-000-001-	.00	162.00	6015	LINE SERVICE EQUIPMENT	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5801-000-000-	.00	35.00	6015	DUES & MEMBERSHIP	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5806-000-000-	.00	988.13	6015	SNOW REMOVAL OPERATIONS	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5806-000-000-	.00	876.23	6015	SNOW REMOVAL OPERATIONS	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5806-000-000-	.00	2,389.48	6015	SNOW REMOVAL OPERATIONS	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-5806-000-000-	.00	71.88	6015	SNOW REMOVAL OPERATIONS	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-9001-000-000-	.00	270.63	6015	LEASE/RENT OF EQUIPMENT	21214
00000	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4017-081090-9001-000-000-	.00	84.00	6015	LEASE/RENT OF EQUIPMENT	21214
CHECK TOTAL								11,015.11			
CLASS TOTAL								11,015.11			

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	2129683	2/27/2015		4017-081090-5414-000-000-	.00	16,349.97	6020	MERCHANDISE FOR RESALE	21215
						CHECK TOTAL		16,349.97			
00000	004447	J & J JANITORIAL &	4767-2015	2/27/2015		4017-081090-3010-000-000-	.00	1,698.33	6021	OTHER CONTRACTUAL SERVICES	21213
						CHECK TOTAL		1,698.33			
00000	007066	RAPPAHANNOCK ELECTRIC	12923-A	2/27/2015		4017-081090-5101-000-000-	.00	4,739.26	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	140-A	2/27/2015		4017-081090-5101-000-000-	.00	287.71	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	16368-A	2/27/2015		4017-081090-5101-000-000-	.00	390.81	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	17366-A	2/27/2015		4017-081090-5101-000-000-	.00	73.04	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	1899-A	2/27/2015		4017-081090-5101-000-000-	.00	180.53	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	25187-A	2/27/2015		4017-081090-5101-000-000-	.00	134.06	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	31038-A	2/27/2015		4017-081090-5101-000-000-	.00	326.23	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	5898-A	2/27/2015		4017-081090-5101-000-000-	.00	624.14	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	61785-A	2/27/2015		4017-081090-5101-000-000-	.00	218.62	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	9219-A	2/27/2015		4017-081090-5101-000-000-	.00	32.39	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	93493-A	2/27/2015		4017-081090-5101-000-000-	.00	595.04	6038	ELECTRICAL SERVICES	21213
00000	007066	RAPPAHANNOCK ELECTRIC	99627-A	2/27/2015		4017-081090-5101-000-000-	.00	236.43	6038	ELECTRICAL SERVICES	21213
						CHECK TOTAL		7,838.26			
00000	003903	AUSTIN ELECTRICAL	0012465-IN	2/27/2015		4017-081090-3005-000-001-	.00	1,000.00	676496	STATE FUNDED MAINTENANCE CONTRACTS	21213
						CHECK TOTAL		1,000.00			
						CLASS TOTAL		26,886.56			

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
21709	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4085-081030-8801-000-073-	.00	87,534.96	6015	REHAB & RELOCATE SOUTH APRON	21214
21709	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4085-081030-8801-000-073-	.00	87,534.96	6015	REHAB & RELOCATE SOUTH APRON	21214
21709	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4085-081030-8801-000-073-	.00	87,534.96	6015	REHAB & RELOCATE SOUTH APRON	21214
21709	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4085-081030-8801-000-073-	.00	87,534.97	6015	REHAB & RELOCATE SOUTH APRON	21214
21709	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4085-081030-8801-000-073-	.00	87,534.96	6015	REHAB & RELOCATE SOUTH APRON	21214
21709	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4085-081030-8801-000-073-	.00	87,534.96	6015	REHAB & RELOCATE SOUTH APRON	21214
21709	007822	BANK OF AMERICA N A	01/30/2015	2/24/2015		4085-081030-8801-000-073-	.00	87,534.96	6015	REHAB & RELOCATE SOUTH APRON	21214
CHECK TOTAL								612,744.73			
CLASS TOTAL								612,744.73			

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
21711	003802	DELTA AIRPORT CONSULTANTS	5-14041	2/27/2015		4085-081030-8801-000-041-	.00	6,395.47	676495	ENVIRONMENTAL ASSESSMENT	21213
21691	003802	DELTA AIRPORT CONSULTANTS	CA-6-11138	2/27/2015		4085-081030-8801-000-073-	.00	8,057.82	676495	REHAB & RELOCATE SOUTH APRON	21213
CHECK TOTAL								14,453.29			
CLASS TOTAL								14,453.29			

**Winchester Regional
Airport
Fuel Gallons Sold**

GALLONS OF TOTAL PRODUCT SOLD													Increase/ (Decrease) Over Prior Year			
Fiscal Year	FY 2001	FY 2002	FY 2003	FY 2004	FY 2005	FY 2006	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	Over/ (Short)
July	23,509	28,082	29,067	29,004	32,148	39,991	44,406	52,458	42,724	29,277	31,814	36,654	18,673	19,778	15,431	(4,347)
August	26,762	27,600	31,600	30,703	32,205	49,471	44,298	53,349	36,611	26,159	24,324	34,261	19,755	17,900	15,552	(2,348)
September	26,767	27,763	31,584	31,070	32,730	47,833	40,415	41,111	36,983	29,081	27,575	6,733	19,177	20,136	20,680	545
October	34,004	35,891	35,137	44,219	42,898	49,156	48,472	54,712	40,344	36,999	32,623	5,658	17,645	20,085	21,535	1,450
November	21,332	36,267	28,229	36,589	32,256	37,899	40,906	44,937	28,282	26,294	26,193	4,599	25,527	13,361	12,474	(888)
December	11,139	21,518	22,104	25,514	34,088	32,217	34,816	30,299	24,216	23,396	19,468	9,701	17,367	11,706	9,372	(2,334)
January	18,199	24,778	19,881	26,933	34,354	33,370	36,369	25,001	20,456	21,370	23,108	16,610	21,208	10,443	7,351	(3,093)
February	17,036	29,183	16,372	36,979	39,873	41,432	30,564	28,430	18,250	15,900	23,091	19,477	11,316	8,987	7,587	(1,400)
March	25,421	25,862	24,803	52,501	48,839	55,044	30,069	25,002	28,433	23,362	29,594	17,122	13,238	12,287		
April	23,431	24,297	30,834	46,511	56,674	53,708	32,760	34,396	29,187	31,277	23,299	16,214	14,214	13,910		
May	27,861	31,703	26,609	40,725	43,364	51,963	45,042	39,383	26,908	31,700	29,507	28,509	21,282	13,669		
June	27,196	31,353	25,836	47,148	53,309	50,846	40,219	38,584	35,972	34,248	30,783	21,605	19,214	18,127		
Total	282,657	344,297	322,055	447,894	482,738	542,931	468,336	467,661	368,366	329,063	321,378	217,142	218,618	180,388	109,981	(12,415)

BREAKDOWN BY FUEL TYPE - GALLONS ONLY													Increase/(Decrease)							
Fiscal Year	FY 2008		FY 2009		FY 2010		FY 2011		FY 2012		FY 2013		FY 2014		FY 2015		Jet-A	Avgas	SARA	
	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	TRUCK	
July	40,729	11,729	33,940	8,784	20,896	8,381	23,974	7,840	29,620	7,034	13,227	5,446	14,211	5,567	10,055	5,376	(4,156)	(191)	2,344	3,032
August	42,553	10,796	28,650	7,961	17,810	8,349	15,974	8,350	28,547	5,714	13,919	5,836	13,172	4,728	9,768	5,784	(3,404)	1,056	3,153	2,631
September	27,033	14,078	29,983	7,000	23,054	6,027	20,674	6,901	5,013	1,720	13,529	5,648	12,525	7,611	14,310	6,370	1,785	(1,241)	3,489	2,881
October	43,307	11,405	30,879	9,465	29,528	7,471	23,795	8,828	3,162	2,496	11,602	6,043	13,605	6,480	16,647	4,888	3,042	(1,592)	2,525	2,363
November	37,402	7,535	23,637	4,645	20,924	5,370	18,459	7,734	2,374	2,225	18,795	6,732	9,002	4,359	8,970	3,504	(32)	(856)	1,917	1,586
December	26,948	3,351	20,456	3,760	19,562	3,834	14,455	5,013	7,605	2,096	14,273	3,094	8,751	2,955	6,174	3,198	(2,577)	243	1,787	1,410
January	19,851	5,150	16,692	3,764	17,365	4,005	19,156	3,952	13,661	2,949	17,876	3,332	8,348	2,095	5,436	1,915	(2,912)	(181)	997	918
February	24,057	4,373	14,205	4,045	13,397	2,503	18,794	4,297	16,482	2,995	9,341	1,975	6,063	2,924	5,543	2,044	(520)	(880)	1,332	713
March	18,723	6,279	21,670	6,763	17,077	6,285	22,797	6,797	13,285	3,837	9,293	3,945	9,523	2,764						
April	27,810	6,586	23,724	5,463	24,612	6,665	18,591	4,708	12,039	4,175	9,821	4,393	8,757	5,153						
May	31,346	8,037	20,546	6,362	24,932	6,768	24,154	5,353	22,495	6,014	16,227	5,055	8,749	4,920						
June	31,002	7,582	28,144	7,828	26,398	7,850	23,656	7,127	15,558	6,047	13,245	5,969	11,976	6,151						
Total	370,761	96,900	292,526	75,840	255,555	73,507	244,479	76,899	169,841	47,301	161,148	57,470	124,682	55,706	76,903	33,078	(8,774)	(3,641)	17,545	15,533

RETAIL FUEL PRICE COMPARISONS	Truck		Self Pump
	Jet-A	AVGAS	
Landmark Aviation Charlottesville, VA 434-978-1474 - CHO	6.24	6.38	XXXXX
Dominion Aviation Chesterfield Co, VA 804-271-7793 - FCI	4.79	5.25	XXXXX
Potomac Highlands Airport Auth Cumberland, MD 304-738-0002 - CBE	4.75	5.55	XXXXX
Landmark Aviation Frederick, MD 301-662-8156 - FDK	5.50	5.70	4.95
Rider Jet Center Hagerstown, MD 1-866-326-4447 - HGR	5.50	5.80	5.05
ProJet Aviation Leesburg, VA 703-889-8558 - JYO	5.50	5.70	XXXXX
APP Jet Center Manassas, VA 866-459-5387 - HEF	5.55	5.55	XXXXX
Dulles Aviation Manassas, VA 888-835-9324 - HEF	5.50	5.55	XXXXX
Aerosmith Aviation Martinsburg, WV 304-262-2507 - MRB	5.45	5.70	XXXXX
Shen Valley Airport Commission Weyers Cave, VA 540-234-8304 - SHD	5.50	5.70	XXXXX
Winchester Aviation Winchester, VA OKV	5.50	5.70	5.30
AVERAGE PER GAL	5.43	5.69	XXXXX