



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, March 11, 2021 at 5:00 P.M.

Gene Fisher, Chairman, Presiding

1. Open Meeting
2. Approve Meeting Agenda
3. Approve Minutes – February 11, 2021 - WRAA Regular Business Meeting
4. Public Comment
5. Chairman Comments
6. Committee Reports
 - a. Finance Report – J.J. Smith, Secretary/Treasurer
 - b. Building/Lease – Vacant
 - c. Minimum Standards/Personnel/Security – David Reichert
 - d. Marketing/Development – Bill Pifer
7. Operations Review – Operations Supervisor
8. New Business – Executive Director
 - a. Event Proposal: NexGen Aviators (NGA) – Dynamic Aviation
 - b. Minimum Standards & Lease Revision Update
 - c. Capital Projects Update
 - d. Airport Foundation
 - e. Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) Grant
9. Comments – Board Members
10. Adjourn

FEBRUARY 2021 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 February 11, 2021.

Present: Gene Fisher, J.J. Smith, Bill Pifer, Frank Haun, Leslie Melanson, Thomas Leone

Absent: Dave Reichert, Joey Bailey, Archie Fox

OPEN MEETING

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

APPROVE MEETING AGENDA

Motion: Approve agenda as distributed – by Bill Pifer, second by J.J. Smith. Motion passed unanimously.

APPROVE MEETING MINUTES – January, 2021 Regular Business Meeting

Motion: Approve as distributed – by Bill Pifer, second by Leslie Melanson. Motion passed unanimously.

COMMENTS – AUDIENCE

None

CHAIRMAN – OPENING REMARKS

Chairman Fisher commended staff for their diligent snow removal operations through several events this winter.

COMMITTEE REPORTS

(a) Finance Report – J.J. Smith, Secretary/Treasurer – J.J. provided a report on the pre-audit January 2021 financial statements.

Motion: Accept finance report – by Bill Pifer, second by Frank Haun. Motion passed unanimously.

(b) Building/Lease Committee – Vacant – No report.

(c) Minimum Standards/Personnel Committee – David Reichert, Chair – No report.

(d) Marketing Committee – Bill Pifer, Chair – Bill deferred to the Executive Director's comments for the latest update on marketing efforts.

OPERATIONS REVIEW

Dave Foley delivered the operations review. Hangar 509 has been outfitted with a replacement CCTV system that made use of existing camera housings and wiring. The rotating beacon has been intermittent and a NOTAM issued while the issue is being troubleshot. We have been

managing several staffing outages including a flightline technician who is out for two weeks with a family emergency. Regarding the wildlife management plan, we've added several new authorized hunters to our permit and are planning for several fencing repairs and upgrades to dissuade deer from entry. Lastly, the new maintenance staff member is working through the all-new NATA Safety 1st program which contains a more comprehensive syllabus and encompasses more general airport safety items.

NEW BUSINESS - EXECUTIVE DIRECTOR

Nick introduced the newest member of the Authority and representative of Frederick County, Thomas Leone. Everyone present gave a brief introduction.

The airport's snow removal efforts were discussed. Safety is always our top priority, and one thing we do to support this is through timely reports on runway conditions via the NOTAM system. Nick called attention to the email he sent to all the localities about the business aviation operations we sustained through the winter weather. We can refine this approach, but the goal is to share anecdotes of the types of operations we support on a routine basis.

The PPP hangar proposal has completed public notice and initial review phase. The Authority must decide whether to move forward with the proposal for detailed review.

Motion: Move forward to the detailed review phase with the unsolicited proposal received from TMG Construction Corporation – by J.J. Smith, second by Bill Pifer. Motion passed unanimously.

Staff has been investigating the viability of establishing a nonprofit foundation arm of the Authority. There are many advantages of having a foundation that support many of the key goals of the strategic plan including outreach, aviation education, workforce development, and investment in capital infrastructure. Nick introduced Carley Walker who serves as Director of Marketing for STEM Flights, a nonprofit based at OKV. Carley discussed her experience in developing programming for an aviation nonprofit, and believes a foundation would be a good resource to execute a capital campaign for the new terminal, and then continue to have an enduring, positive impact on the broader community after the building is completed. Carley has agreed to donate her time in a volunteer capacity to assist the Authority investigate and establish the foundation, if that is decided. Nick added that the capital campaign and nonprofit foundation are separate, yet related initiatives, and the timing is right to pursue both.

Concurrence: Verbal consent by all Authority members was received to establish an ad hoc committee to research a nonprofit foundation. Bill, Leslie, and Carley were designated as participants of the committee and given the approval to add additional members as they see fit.

Nick presented the revised final hangar waiting list policy. Key changes include a \$50 application fee, \$150 refundable deposit, and publishing the list on the airport's website. Nick set a goal of June 2021 for complete implementation.

Motion: Accept hangar waiting list policy as proposed – by Bill Pifer, second by J.J. Smith. Motion passed unanimously.

A proposed amendment to the Authority's "Procedures Regarding Requests Made Pursuant to the Public-Private Education Facilities and Infrastructure Act of 2002 And The Public-Private Transportation Act of 1995" adopted on November 12, 2020 was made by counsel, Mike Bryan. The revision clarifies the definition of "public entity" to mean the Winchester Regional Airport Authority as opposed to the Winchester Regional Airport Authority Board of Directors.

Motion: Accept PPTA policy amendment as proposed – by Bill Pifer, second by J.J. Smith. Motion passed unanimously.

A preconstruction meeting for the Terminal Building Site Work – Phase 1 is scheduled for February 22nd. Nick reminded the board that we are competing for funding for two design projects at the March Virginia Aviation Board (VAB).

The Authority bylaws are in need of review. Proposed edits will be submitted for the Board's consideration; however if anyone has requested changes, please send to Nick.

The FAA approved a temporary closure to accommodate the VALOR 5K on the Runway sponsored by the Frederick County Sheriff's Office on May 22nd from 8:00 AM – 10:00 AM. The race will have necessary COVID-19 protocols in place. Similar to the Trooper Manion race which it replaces, the VALOR 5K will benefit the Frederick County Sheriff's Office Youth Camp.

Motion: Approve the VALOR 5K airport event planned for May 22, 2021 – by Bill Pifer, second by Frank Haun. Motion passed unanimously.

COMMENTS – BOARD MEMBERS

None

ADJOURNMENT

Motion: There being no further business, a motion was made to adjourn at 5:52 P.M. – by Bill Pifer, 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: 2/28/2021

Selected Departments Consolidated

Assets

10001011.0000 Undeposited Receipts	37,959.76
10171010.0010 County Operating Cash	103,241.04
10171011.0000 Petty Cash	500.00
10171080.0050 Inventory - Jet-A	18,955.72
10171080.0060 Inventory - Avgas	25,303.99
10171082.0000 Inventory - Merchandise	1,152.97
10171083.0000 Inventory - Oil	929.90
10171084.0000 Inventory - Automobile Gas/Airport Use	(449.30)
10171085.0000 Inventory - Diesel Airport Use	(564.56)
10171090.0020 Pre-Paid Fire Insurance	4,677.68
10171090.0050 Pre-Paid Motor Vehicle Insurance	2,032.68
10171090.0070 Pre-Paid Public Officials Risk Ins	172.00
10171090.0080 Pre-Paid General Liability Insurance	7,835.67
10171094.0000 Prepaid Postage	282.23
10171153.0001 Oper Accounts Receivable	7,256.21
10171153.0020 ACH CC Payment	34,418.72
10171153.2404 Operating Rev Due From State Gov	1,140.00
10171153.4901 Oper Revenue Due From Frederick County	(30,997.00)
10171153.4902 Oper Revenue Due From City Of Winchester	(2,496.90)
10171160.0000 Receivable Arrears Pay Deferred	8,319.64
10172002.0000 VRS - Deferred Outflow	78,289.00
10172003.0000 GLI Deferred Outflow	5,541.66
Total Assets:	303,501.11

Liabilities

20172003.0000 Miscellaneous Balance	1,710.00
20172010.2008 Amt Held Emps - Short/Long Disability	839.09
20172010.2011 Held For Employees - Workers Comp	11,062.71
20172020.0000 Accounts Payable - Operating Fund	(7,896.52)
20172020.0010 Accts Payable Credit Card Charges	14,083.39
20172021.0001 Wachovia Loan - VRA	7,349.12
20172021.0004 VRA-DL-18 Bond	1,253,529.17
20172030.0000 FUTA Liability	8,319.64
20172094.0000 Accrued Leave & Fringes	(3,372.59)
20172094.6100 Accrued Leave - PTO & IDA	64,807.55
20172094.6200 Accrued Leave - Fringes	4,957.78
20172201.0000 VRS - Deferred Inflow	33,798.00
20172202.0000 VRS - Pension Liability	173,967.41
20172203.0000 GLI Deferred Inflow	3,201.15
20172204.0000 GLI Net Pension Liability	34,699.48
20172804.0000 Virginia State Sales Tax	16.25
Total Liabilities:	1,601,071.63

Equity

30000000.0000 Current Earnings	272,150.72
Total Equity:	272,150.72

Total Liabilities and Equity:	1,873,222.35
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Winchester Regional Airport Authority
General Ledger Balance Sheet Report
As Of: 2/28/2021
Selected Departments Consolidated

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Notes:

Selected Departments Consolidated:
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Standard Income Report
 For The Period: 7/01/2020 Through: 2/28/2021
 Selected Departments Consolidated

Income

	2/28/2021 MTD	Year-To-Date
40172404 State Operating Reimbursement	0.00	1,140.00
40174500 Sale - Fuel	50,844.80	588,996.34
40174502 Sale - Merchandise	137.42	1,123.28
40174503 Sale - Oil	14.89	659.61
40174600 Rental Income	49,950.32	392,489.37
40174601 Income - Land Leases	200.00	219,969.00
40174617 Special Fees	2,183.76	6,505.11
40174618 Facility & Line Service Fees	6,441.54	34,779.87
40174899 Miscellaneous Revenue	52.93	1,052.69
40174900 Operating Appropriations	10,246.08	81,968.64
Total Income:	120,071.74	1,328,683.91

Expense

	2/28/2021 MTD	Year-To-Date
54140000 Cost - Fuel	31,417.83	358,505.01
54140002 Cost - Merchandise	124.93	1,652.43
54140003 Cost - Oil	11.78	499.64
61001000 Salaries	41,714.24	329,397.12
61003000 Salaries Part-Time	0.00	1,240.00
61005001 Overtime Pay	1,198.30	6,763.37
62001000 FICA	3,106.64	24,836.35
62002000 VSRS	4,799.12	37,495.84
62005000 Hospital/Medical Plans	9,718.50	70,825.08
62005001 Retiree Health Ins	862.44	6,899.52
62006000 Group Life Insurance	560.69	4,380.75
62008000 Short/Long Disab	114.47	839.09
62011000 Worker's Compensation	1,331.68	10,397.92
63002000 Professional Svcs - Other	1,121.00	7,208.00
63004001 Outside Repairs & Maint Vehicle/Equip	(17.82)	8,734.18
63004003 Repair - Blgs & Grounds Outside Repairs	0.00	3,469.37
63005000 Maintenance Contracts	0.00	6,102.00
63005001 State Funded Maintenance Contracts	60.00	60.00
63007000 Advertising	0.00	610.40
63010000 Contractual Services	270.70	12,589.64
65101000 Electrical Services	6,702.86	35,031.03
65102000 Heating Service	2,750.34	5,498.49
65103000 Water & Sewer Services	605.41	4,407.50
65204001 Postage Meter Expense	5.90	60.65
65204002 Telephones/Internet/TV Cable Expense	716.99	5,734.68
65302000 Fire/Property Insurance	1,169.42	9,355.32
65305000 Motor Vehicle Insurance	508.17	4,065.32
65307000 Public Officials Liability Ins	43.00	344.00
65308000 General Liability Insurance	1,573.50	12,588.00
65401000 Office Supplies & Computers	25.31	705.71
65405000 Janitorial Supplies	0.00	1,098.84
65407000 Repair/Maint Parts & Supplies	217.28	5,958.92
65408000 Vehicle/Equip - Parts/Supplies	594.27	9,397.86
65408001 Airport Vehicle Fuel	990.32	5,413.87
65410000 Employee Uniforms	0.00	562.48
65413000 Operational Expense	370.05	2,652.40

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Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2020 Through: 2/28/2021
Selected Departments Consolidated

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	<u>2/28/2021 MTD</u>	<u>Year-To-Date</u>
65413001 Line Service Equipment	0.00	3,890.39
65413002 Security Materials & Supplies	0.00	98.97
65506000 Travel Expenses	0.00	3,539.66
65715000 Promotional Fund Expenses	0.00	89.50
65801000 Dues & Membership	275.00	2,308.00
65804000 Va Sales Tax Paid	0.00	79.60
65806000 Snow Removal Contingency Fund	0.00	3,526.78
79001000 Lease/Rent Of Equipment	2,434.51	19,355.67
79101000 Loan - VRA Bond	3,313.15	28,263.84
Total Expense:	118,689.98	1,056,533.19
Net Income:	1,381.76	272,150.72

Notes: Report Period: 7/01/2020 - 2/28/2021
Selected Departments Consolidated:
(Un-Departmentalized)
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2020 Through: 2/28/2021
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	---%	4,668.06	1,140.00	(3,528.06)	-75.6%
40174450 Loan Proceeds	0.00	0.00	0.00	---%	1,554.20	0.00	(1,554.20)	-100.0%
40174500 Sale - Fuel	61,663.22	50,844.80	(10,818.42)	-17.5%	596,050.16	588,996.34	(7,053.82)	-1.2%
40174502 Sale - Merchandise	50.81	137.42	86.61	170.5%	749.95	1,123.28	373.33	49.8%
40174503 Sale - Oil	46.75	14.89	(31.86)	-68.1%	881.88	659.61	(222.27)	-25.2%
40174600 Rental Income	48,934.23	49,950.32	1,016.09	2.1%	354,853.38	392,489.37	37,635.99	10.6%
40174601 Income - Land Leases	1,951.00	200.00	(1,751.00)	-89.7%	37,445.00	219,969.00	182,524.00	487.4%
40174617 Special Fees	2,176.74	2,183.76	7.02	0.3%	12,953.25	6,505.11	(6,448.14)	-49.8%
40174618 Facility & Line Service Fees	4,891.10	6,441.54	1,550.44	31.7%	33,724.85	34,779.87	1,055.02	3.1%
40174899 Miscellaneous Revenue	11.43	52.93	41.50	363.1%	120.83	1,052.69	931.86	771.2%
40174900 Operating Appropriations	13,290.50	10,246.08	(3,044.42)	-22.9%	106,323.96	81,968.64	(24,355.32)	-22.9%
Total Income:	133,015.78	120,071.74	(12,944.04)	-9.7%	1,149,325.52	1,328,683.91	179,358.39	15.6%
Expense								
54140000 Cost - Fuel	35,344.75	31,417.83	(3,926.92)	-11.1%	343,224.40	358,505.01	15,280.61	4.5%
54140002 Cost - Merchandise	34.60	124.93	90.33	261.1%	963.51	1,652.43	688.92	71.5%
54140003 Cost - Oil	35.96	11.78	(24.18)	-67.2%	684.05	499.64	(184.41)	-27.0%
61000000 Accrued Salaries	3,074.62	0.00	(3,074.62)	-100.0%	5,150.66	0.00	(5,150.66)	-100.0%
61001000 Salaries	43,839.98	41,714.24	(2,125.74)	-4.8%	343,324.91	329,397.12	(13,927.79)	-4.1%
61003000 Salaries Part-Time	0.00	0.00	0.00	---%	0.00	1,240.00	1,240.00	---%
61005001 Overtime Pay	1,792.25	1,198.30	(593.95)	-33.1%	8,469.93	6,763.37	(1,706.56)	-20.1%
62000000 Accrued Leave - Fringe Ben	235.20	0.00	(235.20)	-100.0%	394.02	0.00	(394.02)	-100.0%
62001000 FICA	3,284.35	3,106.64	(177.71)	-5.4%	25,289.52	24,836.35	(453.17)	-1.8%
62002000 VSRS	4,291.96	4,799.12	507.16	11.8%	33,517.14	37,495.84	3,978.70	11.9%
62005000 Hospital/Medical Plans	10,647.88	9,718.50	(929.38)	-8.7%	81,085.84	70,825.08	(10,260.76)	-12.7%
62005001 Retiree Health Ins	814.28	862.44	48.16	5.9%	6,514.24	6,899.52	385.28	5.9%
62006000 Group Life Insurance	574.30	560.69	(13.61)	-2.4%	4,484.68	4,380.75	(103.93)	-2.3%
62008000 Short/Long Disab	107.34	114.47	7.13	6.6%	850.30	839.09	(11.21)	-1.3%
62011000 Worker's Compensation	1,404.71	1,331.68	(73.03)	-5.2%	10,886.36	10,397.92	(488.44)	-4.5%
63002000 Professional Svcs - Other	300.00	1,121.00	821.00	273.7%	19,349.25	7,208.00	(12,141.25)	-62.7%
63004001 Outside Repairs & Maint Ver	20.00	(17.82)	(37.82)	---%	4,458.47	8,734.18	4,275.71	95.9%
63004002 State Reimbursable Outside	0.00	0.00	0.00	---%	555.00	0.00	(555.00)	-100.0%
63004003 Repair - Blgs & Grounds Out	784.00	0.00	(784.00)	-100.0%	1,544.88	3,469.37	1,924.49	124.6%
63005000 Maintenance Contracts	0.00	0.00	0.00	---%	8,030.64	6,102.00	(1,928.64)	-24.0%

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2020 Through: 2/28/2021
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	
63005001 State Funded Maintenance C	0.00	60.00	60.00	--.-%	2,200.00	60.00	(2,140.00)	-97.3%
63007000 Advertising	0.00	0.00	0.00	--.-%	313.04	610.40	297.36	95.0%
63010000 Contractual Services	0.00	270.70	270.70	--.-%	6,190.85	12,589.64	6,398.79	103.4%
65101000 Electrical Services	6,579.37	6,702.86	123.49	1.9%	35,139.05	35,031.03	(108.02)	-0.3%
65102000 Heating Service	614.20	2,750.34	2,136.14	347.8%	6,038.06	5,498.49	(539.57)	-8.9%
65103000 Water & Sewer Services	548.47	605.41	56.94	10.4%	4,104.35	4,407.50	303.15	7.4%
65204001 Postage Meter Expense	43.77	5.90	(37.87)	-86.5%	315.05	60.65	(254.40)	-80.7%
65204002 Telephones/Internet/TV Cabl	163.78	716.99	553.21	337.8%	5,864.16	5,734.68	(129.48)	-2.2%
65302000 Fire/Property Insurance	1,038.17	1,169.42	131.25	12.6%	8,305.32	9,355.32	1,050.00	12.6%
65305000 Motor Vehicle Insurance	508.17	508.17	0.00	0.0%	4,065.32	4,065.32	0.00	0.0%
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	1,906.75	1,573.50	(333.25)	-17.5%	15,254.00	12,588.00	(2,666.00)	-17.5%
65401000 Office Supplies & Computers	105.17	25.31	(79.86)	-75.9%	795.68	705.71	(89.97)	-11.3%
65405000 Janitorial Supplies	0.00	0.00	0.00	--.-%	2,244.30	1,098.84	(1,145.46)	-51.0%
65407000 Repair/Maint Parts & Supplie	989.80	217.28	(772.52)	-78.0%	9,620.40	5,958.92	(3,661.48)	-38.1%
65407001 State Reimb - Repairs/Maint	2,037.46	0.00	(2,037.46)	-100.0%	5,260.04	0.00	(5,260.04)	-100.0%
65408000 Vehicle/Equip - Parts/Supplie	277.60	594.27	316.67	114.1%	9,205.21	9,397.86	192.65	2.1%
65408001 Airport Vehicle Fuel	560.37	990.32	429.95	76.7%	7,657.88	5,413.87	(2,244.01)	-29.3%
65410000 Employee Uniforms	0.00	0.00	0.00	--.-%	1,265.68	562.48	(703.20)	-55.6%
65413000 Operational Expense	280.98	370.05	89.07	31.7%	4,660.40	2,652.40	(2,008.00)	-43.1%
65413001 Line Service Equipment	0.00	0.00	0.00	--.-%	4,174.64	3,890.39	(284.25)	-6.8%
65413002 Security Materials & Supplies	26.39	0.00	(26.39)	-100.0%	1,099.23	98.97	(1,000.26)	-91.0%
65506000 Travel Expenses	0.00	0.00	0.00	--.-%	3,244.65	3,539.66	295.01	9.1%
65715000 Promotional Fund Expenses	1,418.00	0.00	(1,418.00)	-100.0%	2,205.50	89.50	(2,116.00)	-95.9%
65801000 Dues & Membership	50.00	275.00	225.00	450.0%	1,846.87	2,308.00	461.13	25.0%
65804000 Va Sales Tax Paid	0.00	0.00	0.00	--.-%	72.97	79.60	6.63	9.1%
65806000 Snow Removal Contingency	0.00	0.00	0.00	--.-%	3,503.55	3,526.78	23.23	0.7%
79001000 Lease/Rent Of Equipment	2,256.51	2,434.51	178.00	7.9%	18,862.27	19,355.67	493.40	2.6%
79002000 Principal/Interest Payments	0.00	0.00	0.00	--.-%	12,500.00	0.00	(12,500.00)	-100.0%
79101000 Loan - VRA Bond	0.00	3,313.15	3,313.15	--.-%	20,587.30	28,263.84	7,676.54	37.3%
Total Expense:	126,034.14	118,689.98	(7,344.16)	-5.8%	1,095,717.57	1,056,533.19	(39,184.38)	-3.6%
Net Income:	6,981.64	1,381.76	(5,599.88)	-80.2%	53,607.95	272,150.72	218,542.77	407.7%

Run: 3/08/2021
2:25PM

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2020 Through: 2/28/2021
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: 7/01/2020 - 2/28/2021
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	01/29/2021	2/23/2021		4017-081090-3002-000-000-	.00	300.00	16049	PROFESSIONAL SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-3004-000-001-	.00	451.40	16049	REPAIR & MAINTENANCE EQUIP.	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-3004-000-001-	.00	505.01	16049	REPAIR & MAINTENANCE EQUIP.	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-3007-000-000-	.00	402.40	16049	ADVERTISING	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-3010-000-000-	.00	270.70	16049	OTHER CONTRACTUAL SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5101-000-000-	.00	6,251.68	16049	ELECTRICAL SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5102-000-000-	.00	152.51	16049	HEATING SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5102-000-000-	.00	70.15	16049	HEATING SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5102-000-000-	.00	467.94	16049	HEATING SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5102-000-000-	.00	348.57	16049	HEATING SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5102-000-000-	.00	166.98	16049	HEATING SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5102-000-000-	.00	167.03	16049	HEATING SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5102-000-000-	.00	140.76	16049	HEATING SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5103-000-000-	.00	91.34	16049	WATER & SEWAGE SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5103-000-000-	.00	365.38	16049	WATER & SEWAGE SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5103-000-000-	.00	61.79	16049	WATER & SEWAGE SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5103-000-000-	.00	159.26	16049	WATER & SEWAGE SERVICES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5204-000-002-	.00	546.69	16049	TELEPHONE	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5204-000-002-	.00	116.98	16049	TELEPHONE	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5204-000-002-	.00	40.96	16049	TELEPHONE	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5401-000-000-	.00	34.11	16049	OFFICE SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5401-000-000-	.00	15.95	16049	OFFICE SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5405-000-000-	.00	4.49	16049	JANITORIAL SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5405-000-000-	.00	21.38	16049	JANITORIAL SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5407-000-000-	.00	25.97	16049	REPAIR AND MAINTENANCE SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5407-000-000-	.00	21.58	16049	REPAIR AND MAINTENANCE SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5407-000-000-	.00	10.77	16049	REPAIR AND MAINTENANCE SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5407-000-000-	.00	68.39	16049	REPAIR AND MAINTENANCE SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5407-000-000-	.00	355.52	16049	REPAIR AND MAINTENANCE SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5408-000-000-	.00	1.96	16049	VEHICLE AND POWERED EQUIP SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5408-000-000-	.00	228.51	16049	VEHICLE AND POWERED EQUIP SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5413-000-000-	.00	165.50	16049	OTHER OPERATING SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5413-000-000-	.00	39.99	16049	OTHER OPERATING SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5413-000-000-	.00	136.87	16049	OTHER OPERATING SUPPLIES	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5413-000-001-	.00	290.72	16049	LINE SERVICE EQUIPMENT	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5414-000-000-	.00	157.32	16049	MERCHANDISE FOR RESALE	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5506-000-000-	.00	196.00	16049	TRAVEL	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5801-000-000-	.00	702.00	16049	DUES & MEMBERSHIP	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-5801-000-000-	.00	35.00	16049	DUES & MEMBERSHIP	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-9001-000-000-	.00	165.41	16049	LEASE/RENT OF EQUIPMENT	21979
00000	007822	BANK OF AMERICA N A	01/29/2021	2/23/2021		4017-081090-9001-000-000-	.00	89.00	16049	LEASE/RENT OF EQUIPMENT	21979
						CHECK TOTAL		13,843.97			
						CLASS TOTAL		13,843.97			

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	002707	QUARLES ENERGY SERVICES &	1/21-1585	2/16/2021		4017-081090-5408-000-001-	.00	519.78	16010	VEHICLE GAS-AIRPORT USE	21978
						CHECK TOTAL		519.78			
00000	003596	TITAN AVIATION FUELS	AC3379501	2/16/2021		4017-081090-5414-000-000-	.00	18.14	16011	MERCHANDISE FOR RESALE	21978
00000	003596	TITAN AVIATION FUELS	3381627	2/16/2021		4017-081090-5414-000-000-	.00	26,724.56	16011	MERCHANDISE FOR RESALE	21978
						CHECK TOTAL		26,742.70			
						CLASS TOTAL		27,262.48			

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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22670	003802	DELTA AIRPORT CONSULTANTS	CA1-17046	2/26/2021		4085-081030-8801-000-056-	.00	25,441.31	16077	RENOVATE GEN. AVIA. TERM.-CONST.	21981
						CHECK TOTAL		25,441.31			
						CLASS TOTAL		25,441.31			

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	003339	TRUCK PARTS UNLIMITED INC	1/21-9920	2/26/2021		4017-081090-5407-000-000-	.00	179.00	16075	REPAIR AND MAINTENANCE SUPPLIES	21981
00000	003339	TRUCK PARTS UNLIMITED INC	1/21-9920	2/26/2021		4017-081090-5408-000-000-	.00	1,002.31	16075	VEHICLE AND POWERED EQUIP SUPPLIES	21981
						CHECK TOTAL		1,181.31			
00000	003596	TITAN AVIATION FUELS	AC3388983	2/26/2021		4017-081090-5414-000-000-	.00	6.30	16076	MERCHANDISE FOR RESALE	21981
00000	003596	TITAN AVIATION FUELS	3387505	2/26/2021		4017-081090-5414-000-000-	.00	16,239.89	16076	MERCHANDISE FOR RESALE	21981
00000	003596	TITAN AVIATION FUELS	R3385394	2/26/2021		4017-081090-9001-000-000-	.00	2,091.10	16076	LEASE/RENT OF EQUIPMENT	21981
						CHECK TOTAL		18,337.29			
00000	004484	BRYAN MICHAEL L	9301-AIRPORT	2/26/2021		4017-081090-3002-000-000-	.00	1,121.00	16080	PROFESSIONAL SERVICES	21981
						CHECK TOTAL		1,121.00			
00000	010235	VIRGINIA AIRPORT OPERATOR	1125-FISHER	2/26/2021		4017-081090-5801-000-000-	.00	75.00	711795	DUES & MEMBERSHIP	21981
00000	010235	VIRGINIA AIRPORT OPERATOR	1151-SABO	2/26/2021		4017-081090-5801-000-000-	.00	100.00	711795	DUES & MEMBERSHIP	21981
						CHECK TOTAL		175.00			
						CLASS TOTAL		20,814.60			

**Winchester Regional
Airport
Fuel Gallons Sold**

TOTAL GALLONS OF FUEL PRODUCTS SOLD															Increase/ (Decrease) Over Prior Year	
Fiscal Year	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY2019	FY2020	FY2021	Over/ (Short)
July	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	16,387	27,251	10,864
August	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	16,288	21,866	5,578
September	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	16,702	22,699	5,997
October	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	14,337	25,904	11,567
November	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	16,949	19,467	2,518
December	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	17,011	20,432	3,421
January	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	10,876	13,342	2,466
February	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	13,093	13,696	603
March	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	10,318	0	(10,318)
April	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	7,982	0	(7,982)
May	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	11,491	0	(11,491)
June	40,219	38,584	35,972	34,248	30,783	21,605	19,214	18,127	11,742	21,351	19,781	20,428	13,723	21,693	0	(21,693)
Total	468,336	467,661	368,366	329,063	321,378	217,142	218,618	180,388	155,414	167,106	176,468	180,246	160,374	173,127	164,657	(8,470)

BREAKDOWN BY FUEL TYPE - GALLONS ONLY																						
Fiscal Year	FY 2013		FY 2014		FY 2015		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		FY2021		Increase/(Decrease)		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	Jet-A	Avgas	TRUCK	SARA
July	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	10,970	5,417	17,156	10,095	6,186	4,678	4,531	5,564
August	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	10,336	5,952	12,549	9,317	2,213	3,365	4,152	5,165
September	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	10,719	5,983	12,181	10,518	1,462	4,535	5,413	5,105
October	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	8,306	6,031	15,257	10,647	6,951	4,616	4,382	6,265
November	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	11,903	5,046	10,449	9,018	(1,454)	3,972	5,065	3,953
December	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	12,129	4,882	13,143	7,289	1,014	2,407	3,730	3,559
January	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	6,699	4,177	7,454	5,888	755	1,711	2,970	2,918
February	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	8,864	4,229	9,007	4,689	143	460	2,888	1,801
March	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	4,927	5,391					0	
April	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	4,396	3,586					0	
May	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	4,590	6,901					0	
June	13,245	5,969	11,976	6,151	7,088	4,654	15,519	5,832	14,852	4,929	12,771	7,657	8,325	5,398	12,592	9,101					0	
Total	161,148	57,470	124,682	55,706	103,857	51,557	113,421	53,685	121,545	54,923	128,134	52,112	117,181	43,193	106,431	66,696	97,196	67,461	17,270	25,744	33,131	34,330