



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, May 13, 2021 at 5:00 P.M.

Gene Fisher, Chairman, Presiding

1. Open Meeting
2. Approve Meeting Agenda
3. Approve Minutes – April 21, 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. PPTA Proposal Update
 - b. New Terminal (Design) Project Update
 - c. Minimum Standards Revision & New Lease Agreements
 - d. FY 2022 Rates & Fees
9. Board Member Comments
10. Adjourn

APRIL 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 April 21, 2021.

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

Absent: 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 Frank Haun. Motion passed unanimously.

APPROVE MINUTES – March 11, 2021 Regular Business Meeting

Motion: Approve as distributed – by J.J. Smith, second by Dave Reichert. Motion passed unanimously.

PUBLIC COMMENT

None

CHAIRMAN – OPENING REMARKS

None

CLOSED MEETING

Upon Motion duly made by Dave Reichert, seconded by Leslie Melanson, 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 April 21, 2021, 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 April 21, 2021; 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
Dave Reichert	Aye
Thomas Leone	Aye
Dave Reichert	Aye
Bill Pifer	Aye
Frank Haun	Aye
Joey Bailey	Absent
Archie Fox	Absent

Motion: To authorize the Executive Director to enter into a Comprehensive Agreement with The Matthews Group Incorporated (Trading as TMG Construction Corporation) for the development proposed in the detailed phase submission dated February 11, 2021 in accordance with “Winchester Regional Airport Authority Procedures Regarding Requests Made Pursuant to the Public-Private Education Facilities and Infrastructure Act of 2002 and The Public-Private Transportation Act of 1995”, subject to approval by the Virginia Department of Aviation, and any recommended revisions by the Virginia Department of Aviation, and the foregoing includes the execution of the Comprehensive Agreement together with the condominium association documents necessary to establish the condominium ownership structure of the Hangar Project – by J.J. Smith, second by Frank Haun. Motion passed unanimously.

Motion: To authorize the Executive Director to enter into a Ground Lease with The Matthews Group Incorporated (Trading as TMG Construction Corporation) or its designee, for Phase 1 of the proposed Hangar Condominium Project in the detailed phase submission dated February 11, 2021 in accordance with “Winchester Regional Airport Authority Procedures Regarding Requests Made Pursuant to the Public-Private Education Facilities and Infrastructure Act of 2002 and The Public-Private Transportation Act of 1995”, subject to approval by the Virginia Department of Aviation, and any recommended revisions by the Virginia Department of Aviation. – by Frank Haun, second by Leslie Melanson. Motion passed unanimously.

COMMITTEE REPORTS

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

Motion: Accept finance report – by Dave Reichert, second by Bill Pifer. 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

Mowing season operations are underway. The front end of the 1999 Ford F-250 truck was rebuilt by maintenance staff. A valve was replaced at the aircraft wash rack. We have a new Customer Service Representative that began work this week. Construction for the New Terminal Site Work – Phase 1 project is underway and the first progress meeting was held this week. A pre-bid meeting will be held next week for the Reconstruct Terminal Apron – Phase 1 project. The airport can expect near-continuous construction activity over the next 5 years. The rebranding process has begun to formally switch the airport from Shell to Titan Aviation.

NEW BUSINESS - EXECUTIVE DIRECTOR

The New Terminal – Design project kickoff is Friday, April 23rd. The Chairman and Vice-Chairman have been invited to participate. In addition to regular updates, Nick asked the Board to submit any inputs into the new building design process at any time.

We received consensus from the Frederick County Finance Committee on the airport's FY2022 capital budget. Due to the amount (~\$4.5M), the budget will need to receive a public hearing at a future Board of Supervisors meeting.

Nick discussed establishment of a reserve policy for goal-setting purposes for the Authority to earmark funds for future operating budget needs, debt service, projects, or other uses as necessary.

The proposed budget for Clarke County shows an increase in contribution to the Authority by \$2.5K.

The VALOR 5K will be held on May 22nd from 8:00 AM – 10:00 AM. There will be an airport picnic from 12:00 – 3:00 PM on June 12th in Hangar 509.

Paul Anderson will receive an honorary resolution from Frederick County on April 28th.

COMMENTS – BOARD MEMBERS

Bill Pifer – Bill discussed the progress of the ad hoc committee exploring the airport foundation. Several meetings have been held with key stakeholders and the reception has been positive. We will continue to learn more about how the foundation can benefit the airport and community before submitting a final proposal for the Authority's consideration.

ADJOURNMENT

Motion: There being no further business, a motion was made to adjourn at 6:17 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: 4/30/2021

Selected Departments Consolidated

Assets

10001011 Undeposited Receipts	62,551.41
10171010 Operating Cash In Bank	94,239.75
10171011 Petty Cash	500.00
10171080 Inventory - Fuel	63,096.10
10171082 Inventory - Merchandise	975.41
10171083 Inventory - Oil	903.84
10171084 Inventory - Automobile Gas/Airport Use	(354.38)
10171085 Inventory - Diesel Airport Use	(1,084.52)
10171090 Pre-Paid Insurance	8,129.85
10171094 Prepaid Postage	271.23
10171153 Accounts Receivable	5,721.51
10171160 Receivable Arrears Pay Deferred	8,319.64
10172002 VRS - Deferred Outflow	78,289.00
10172003 GLI Deferred Outflow	5,541.66
Total Assets:	327,100.50

Liabilities

20172003 Miscellaneous Balance	1,710.00
20172010 Amt Held For Employee Benefits	14,791.43
20172020 Accounts Payable - Operating Fund	22,645.93
20172021 Long-Term Notes	1,252,438.24
20172030 FUTA Liability	8,319.64
20172094 Accrued Leave & Fringes	66,392.74
20172201 VRS - Deferred Inflow	33,798.00
20172202 VRS - Pension Liability	173,967.41
20172203 GLI Deferred Inflow	3,201.15
20172204 GLI Net Pension Liability	34,699.48
20172804 Virginia State Sales Tax	32.77
Total Liabilities:	1,611,996.79

Equity

30000000 Current Earnings	284,416.44
Total Equity:	284,416.44
Total Liabilities and Equity:	1,896,413.23

Notes:

Selected Departments Consolidated:
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Standard Income Report
For Fiscal Year Starting: 7/01/2020, Reporting Through: 4/30/2021
Selected Departments Consolidated

Income

	MTD 4/01-4/30/21	YTD 7/01-4/30/21
40172404 State Operating Reimbursement	0.00	1,140.00
40174450 Loan Proceeds	0.00	2,262.81
40174500 Sale - Fuel	97,120.14	760,113.10
40174502 Sale - Merchandise	85.00	1,288.08
40174503 Sale - Oil	39.98	819.53
40174504 Sale - Catering	450.00	450.00
40174600 Rental Income	51,283.06	493,599.64
40174601 Income - Land Leases	0.00	220,169.00
40174617 Special Fees	5,414.86	12,219.97
40174618 Facility & Line Service Fees	3,210.00	42,106.35
40174899 Miscellaneous Revenue	23.68	1,099.43
40174900 Operating Appropriations	10,246.08	102,460.80
Total Income:	167,872.80	1,637,728.71

Expense

	MTD 4/01-4/30/21	YTD 7/01-4/30/21
54140000 Cost - Fuel	63,587.75	470,492.10
54140002 Cost - Merchandise	72.88	1,874.45
54140003 Cost - Oil	31.81	592.78
61001000 Salaries	41,039.38	413,660.98
61003000 Salaries Part-Time	0.00	1,240.00
61005001 Overtime Pay	567.98	7,922.85
62001000 FICA	3,011.89	31,030.67
62002000 VSRS	4,643.04	47,094.08
62005000 Hospital/Medical Plans	8,980.98	88,814.00
62005001 Retiree Health Ins	862.44	8,624.40
62006000 Group Life Insurance	542.46	5,502.13
62008000 Short/Long Disab	107.28	1,068.03
62011000 Worker's Compensation	1,339.48	13,058.61
63002000 Professional Svcs - Other	1,062.00	16,766.00
63004001 Outside Repairs & Maint Vehicle/Equip	20.00	8,794.18
63004003 Repair - Blgs & Grounds Outside Repairs	0.00	3,862.71
63005000 Maintenance Contracts	0.00	6,102.00
63005001 State Funded Maintenance Contracts	0.00	120.00
63007000 Advertising	0.00	610.40
63010000 Contractual Services	270.70	13,131.04
65101000 Electrical Services	5,058.26	46,424.83
65102000 Heating Service	1,584.06	9,790.20
65103000 Water & Sewer Services	576.94	5,671.70
65204001 Postage Meter Expense	0.00	71.65
65204002 Telephones/Internet/TV Cable Expense	716.15	7,167.07
65302000 Fire/Property Insurance	1,169.42	11,694.16
65305000 Motor Vehicle Insurance	508.17	5,081.66
65307000 Public Officials Liability Ins	43.00	430.00
65308000 General Liability Insurance	1,573.50	15,735.00
65401000 Office Supplies & Computers	48.67	898.55
65405000 Janitorial Supplies	54.92	1,301.11
65407000 Repair/Maint Parts & Supplies	514.90	7,629.80
65408000 Vehicle/Equip - Parts/Supplies	938.29	13,024.37
65408001 Airport Vehicle Fuel	893.96	7,025.58

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Winchester Regional Airport Authority
General Ledger Standard Income Report
For Fiscal Year Starting: 7/01/2020, Reporting Through: 4/30/2021
Selected Departments Consolidated

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	MTD 4/01-4/30/21	YTD 7/01-4/30/21
65410000 Employee Uniforms	0.00	562.48
65413000 Operational Expense	0.00	2,696.15
65413001 Line Service Equipment	16.88	4,564.82
65413002 Security Materials & Supplies	1,462.49	1,618.20
65506000 Travel Expenses	333.16	4,097.82
65715000 Promotional Fund Expenses	478.44	1,702.16
65801000 Dues & Membership	159.00	2,742.00
65804000 Va Sales Tax Paid	0.00	102.66
65806000 Snow Removal Contingency Fund	0.00	3,526.78
79001000 Lease/Rent Of Equipment	2,379.47	24,533.02
79101000 Loan - VRA Bond	3,292.44	34,859.09
Total Expense:	147,942.19	1,353,312.27
Net Income:	19,930.61	284,416.44

Notes: Report Period: 7/01/2020 - 4/30/2021
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: 4/30/2021
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	--.-%	6,815.04	1,140.00	(5,675.04)	-83.3%
40174450 Loan Proceeds	0.00	0.00	0.00	--.-%	6,525.38	2,262.81	(4,262.57)	-65.3%
40174500 Sale - Fuel	31,548.03	97,120.14	65,572.11	207.8%	672,897.44	760,113.10	87,215.66	13.0%
40174502 Sale - Merchandise	33.67	85.00	51.33	152.5%	941.70	1,288.08	346.38	36.8%
40174503 Sale - Oil	77.75	39.98	(37.77)	-48.6%	1,056.55	819.53	(237.02)	-22.4%
40174504 Sale - Catering	0.00	450.00	450.00	--.-%	0.00	450.00	450.00	--.-%
40174600 Rental Income	46,978.05	51,283.06	4,305.01	9.2%	450,319.76	493,599.64	43,279.88	9.6%
40174601 Income - Land Leases	1,951.00	0.00	(1,951.00)	-100.0%	41,347.00	220,169.00	178,822.00	432.5%
40174617 Special Fees	2,163.78	5,414.86	3,251.08	150.3%	15,117.03	12,219.97	(2,897.06)	-19.2%
40174618 Facility & Line Service Fees	2,544.00	3,210.00	666.00	26.2%	39,198.85	42,106.35	2,907.50	7.4%
40174899 Miscellaneous Revenue	46.13	23.68	(22.45)	-48.7%	5,183.40	1,099.43	(4,083.97)	-78.8%
40174900 Operating Appropriations	13,290.50	10,246.08	(3,044.42)	-22.9%	132,904.96	102,460.80	(30,444.16)	-22.9%
Total Income:	98,632.91	167,872.80	69,239.89	70.2%	1,372,307.11	1,637,728.71	265,421.60	19.3%
Expense								
54140000 Cost - Fuel	22,368.92	63,587.75	41,218.83	184.3%	395,343.95	470,492.10	75,148.15	19.0%
54140002 Cost - Merchandise	138.72	72.88	(65.84)	-47.5%	1,388.73	1,874.45	485.72	35.0%
54140003 Cost - Oil	66.04	31.81	(34.23)	-51.8%	828.67	592.78	(235.89)	-28.5%
61000000 Accrued Salaries	0.00	0.00	0.00	--.-%	4,551.22	0.00	(4,551.22)	-100.0%
61001000 Salaries	42,740.44	41,039.38	(1,701.06)	-4.0%	429,905.33	413,660.98	(16,244.35)	-3.8%
61003000 Salaries Part-Time	0.00	0.00	0.00	--.-%	0.00	1,240.00	1,240.00	--.-%
61005001 Overtime Pay	588.91	567.98	(20.93)	-3.6%	9,904.56	7,922.85	(1,981.71)	-20.0%
61006001 On Call Pay	540.00	0.00	(540.00)	-100.0%	1,000.00	0.00	(1,000.00)	-100.0%
62000000 Accrued Leave - Fringe Ben	0.00	0.00	0.00	--.-%	348.17	0.00	(348.17)	-100.0%
62001000 FICA	3,154.08	3,011.89	(142.19)	-4.5%	31,700.74	31,030.67	(670.07)	-2.1%
62002000 VSRS	3,982.78	4,643.04	660.26	16.6%	41,791.88	47,094.08	5,302.20	12.7%
62005000 Hospital/Medical Plans	9,971.04	8,980.98	(990.06)	-9.9%	101,027.92	88,814.00	(12,213.92)	-12.1%
62005001 Retiree Health Ins	814.28	862.44	48.16	5.9%	8,142.80	8,624.40	481.60	5.9%
62006000 Group Life Insurance	532.92	542.46	9.54	1.8%	5,591.90	5,502.13	(89.77)	-1.6%
62008000 Short/Long Disab	90.66	107.28	16.62	18.3%	1,048.30	1,068.03	19.73	1.9%
62011000 Worker's Compensation	1,362.48	1,339.48	(23.00)	-1.7%	13,648.39	13,058.61	(589.78)	-4.3%
63002000 Professional Svcs - Other	177.00	1,062.00	885.00	500.0%	20,411.25	16,766.00	(3,645.25)	-17.9%
63004001 Outside Repairs & Maint Vet	0.00	20.00	20.00	--.-%	5,017.97	8,794.18	3,776.21	75.3%
63004002 State Reimbursable Outside	0.00	0.00	0.00	--.-%	555.00	0.00	(555.00)	-100.0%

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2020 Through: 4/30/2021
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	
63004003 Repair - Bldgs & Grounds Out	0.00	0.00	0.00	--.-%	1,615.63	3,862.71	2,247.08	139.1%
63005000 Maintenance Contracts	0.00	0.00	0.00	--.-%	8,228.64	6,102.00	(2,126.64)	-25.8%
63005001 State Funded Maintenance C	0.00	0.00	0.00	--.-%	2,200.00	120.00	(2,080.00)	-94.5%
63007000 Advertising	0.00	0.00	0.00	--.-%	313.04	610.40	297.36	95.0%
63010000 Contractual Services	261.55	270.70	9.15	3.5%	6,713.95	13,131.04	6,417.09	95.6%
65101000 Electrical Services	4,863.10	5,058.26	195.16	4.0%	45,883.78	46,424.83	541.05	1.2%
65102000 Heating Service	1,019.93	1,584.06	564.13	55.3%	9,059.36	9,790.20	730.84	8.1%
65103000 Water & Sewer Services	567.45	576.94	9.49	1.7%	5,340.08	5,671.70	331.62	6.2%
65204001 Postage Meter Expense	34.85	0.00	(34.85)	-100.0%	360.90	71.65	(289.25)	-80.1%
65204002 Telephones/Internet/TV Cabl	791.46	716.15	(75.31)	-9.5%	7,448.38	7,167.07	(281.31)	-3.8%
65302000 Fire/Property Insurance	1,038.17	1,169.42	131.25	12.6%	10,381.66	11,694.16	1,312.50	12.6%
65305000 Motor Vehicle Insurance	508.17	508.17	0.00	0.0%	5,081.66	5,081.66	0.00	0.0%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	430.00	430.00	0.00	0.0%
65308000 General Liability Insurance	1,906.75	1,573.50	(333.25)	-17.5%	19,067.50	15,735.00	(3,332.50)	-17.5%
65401000 Office Supplies & Computers	34.30	48.67	14.37	41.9%	1,014.34	898.55	(115.79)	-11.4%
65405000 Janitorial Supplies	494.81	54.92	(439.89)	-88.9%	2,920.87	1,301.11	(1,619.76)	-55.5%
65407000 Repair/Maint Parts & Supplie	0.00	514.90	514.90	--.-%	10,175.83	7,629.80	(2,546.03)	-25.0%
65407001 State Reimb - Repairs/Maint	0.00	0.00	0.00	--.-%	5,260.04	0.00	(5,260.04)	-100.0%
65408000 Vehicle/Equip - Parts/Supplie	413.53	938.29	524.76	126.9%	9,896.88	13,024.37	3,127.49	31.6%
65408001 Airport Vehicle Fuel	239.73	893.96	654.23	272.9%	8,520.63	7,025.58	(1,495.05)	-17.5%
65410000 Employee Uniforms	0.00	0.00	0.00	--.-%	1,265.68	562.48	(703.20)	-55.6%
65413000 Operational Expense	170.62	0.00	(170.62)	-100.0%	5,004.01	2,696.15	(2,307.86)	-46.1%
65413001 Line Service Equipment	62.52	16.88	(45.64)	-73.0%	4,237.16	4,564.82	327.66	7.7%
65413002 Security Materials & Supplies	0.00	1,462.49	1,462.49	--.-%	1,099.23	1,618.20	518.97	47.2%
65506000 Travel Expenses	0.00	333.16	333.16	--.-%	4,989.94	4,097.82	(892.12)	-17.9%
65715000 Promotional Fund Expenses	0.00	478.44	478.44	--.-%	4,291.43	1,702.16	(2,589.27)	-60.3%
65801000 Dues & Membership	0.00	159.00	159.00	--.-%	1,983.87	2,742.00	758.13	38.2%
65804000 Va Sales Tax Paid	25.63	0.00	(25.63)	-100.0%	98.60	102.66	4.06	4.1%
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	2,345.51	2,379.47	33.96	1.4%	23,667.29	24,533.02	865.73	3.7%
79002000 Principal/Interest Payments	0.00	0.00	0.00	--.-%	12,500.00	0.00	(12,500.00)	-100.0%
79101000 Loan - VRA Bond	3,686.73	3,292.44	(394.29)	-10.7%	24,274.03	34,859.09	10,585.06	43.6%
Total Expense:	105,036.08	147,942.19	42,906.11	40.8%	1,319,034.74	1,353,312.27	34,277.53	2.6%

Run: 5/06/2021
4:07PM

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2020 Through: 4/30/2021
Selected Departments Consolidated

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	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			
Net Income:	(6,403.17)	19,930.61	26,333.78	--.-%	53,272.37	284,416.44	231,144.07	433.9%

Notes: Report Period: 7/01/2020 - 4/30/2021
Selected Departments Consolidated:
WINCHESTER AVIATION

AIRPORT AUTHORITY CAPITAL PROJECTS

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
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22670	003802	DELTA AIRPORT CONSULTANTS	CA3-17046	4/30/2021		4085-081030-8801-000-056-	.00	2,774.70	16360	RENOVATE GEN. AVIA. TERM.-CONST.	22000
22512	003802	DELTA AIRPORT CONSULTANTS	12-18120	4/30/2021		4085-081030-8801-000-172-	.00	26,621.83	16360	TAXIWAY A RELOCATION-PHASE 1 DEMO	22000
						CHECK TOTAL		29,396.53			
						CLASS TOTAL		29,396.53			

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	3/21-9920	4/30/2021		4017-081090-5408-000-000-	.00	598.69	16358	VEHICLE AND POWERED EQUIP SUPPLIES	22000
						CHECK TOTAL		598.69			
00000	003596	TITAN AVIATION FUELS	3411524	4/30/2021		4017-081090-5414-000-000-	.00	30,359.62	16359	MERCHANDISE FOR RESALE	22000
00000	003596	TITAN AVIATION FUELS	3412559	4/30/2021		4017-081090-5414-000-000-	.00	17,593.93	16359	MERCHANDISE FOR RESALE	22000
00000	003596	TITAN AVIATION FUELS	R3407622	4/30/2021		4017-081090-9001-000-000-	.00	2,091.10	16359	LEASE/RENT OF EQUIPMENT	22000
						CHECK TOTAL		50,044.65			
00000	004484	BRYAN MICHAEL L	9376-AIRPORT	4/30/2021		4017-081090-3002-000-000-	.00	1,062.00	16362	PROFESSIONAL SERVICES	22000
						CHECK TOTAL		1,062.00			
00000	011104	SABO NICHOLAS EDWARD	BRV#2100185	4/30/2021		4017-081090-5413-000-000-	.00	421.20	16393	OTHER OPERATING SUPPLIES	21999
						CHECK TOTAL		421.20			
00000	001355	XEROX FINANCIAL SERVICES	2572414	4/30/2021		4017-081090-9001-000-000-	.00	199.37	712341	LEASE/RENT OF EQUIPMENT	22003
						CHECK TOTAL		199.37			
						CLASS TOTAL		52,325.91			

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	03/31/2021	4/23/2021		4017-081090-3004-000-001-	.00	40.00	16343	REPAIR & MAINTENANCE EQUIP.	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-3004-000-001-	.00	393.34	16343	REPAIR & MAINTENANCE EQUIP.	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-3005-000-001-	.00	1,200.00	16343	STATE FUNDED MAINTENANCE CONTRACTS	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-3010-000-000-	.00	270.70	16343	OTHER CONTRACTUAL SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5101-000-000-	.00	6,244.49	16343	ELECTRICAL SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5102-000-000-	.00	269.55	16343	HEATING SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5102-000-000-	.00	613.36	16343	HEATING SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5102-000-000-	.00	460.10	16343	HEATING SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5102-000-000-	.00	193.95	16343	HEATING SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5102-000-000-	.00	868.41	16343	HEATING SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5102-000-000-	.00	116.30	16343	HEATING SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5102-000-000-	.00	185.98	16343	HEATING SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5103-000-000-	.00	91.34	16343	WATER & SEWAGE SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5103-000-000-	.00	61.79	16343	WATER & SEWAGE SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5103-000-000-	.00	365.38	16343	WATER & SEWAGE SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5103-000-000-	.00	168.75	16343	WATER & SEWAGE SERVICES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5204-000-002-	.00	560.30	16343	TELEPHONE	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5204-000-002-	.00	116.98	16343	TELEPHONE	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5204-000-002-	.00	38.96	16343	TELEPHONE	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5401-000-000-	.00	25.97	16343	OFFICE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5401-000-000-	.00	53.98	16343	OFFICE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5405-000-000-	.00	40.90	16343	JANITORIAL SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5405-000-000-	.00	16.49	16343	JANITORIAL SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5405-000-000-	.00	89.96	16343	JANITORIAL SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	19.94	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	8.78	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	74.43	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	243.00	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	29.99	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	27.57	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	270.00	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	35.80	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	20.99	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	19.01	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5407-000-000-	.00	217.98	16343	REPAIR AND MAINTENANCE SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	232.45	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	36.92	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	17.43	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	954.13	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	61.08	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	32.90	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	7.47	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	108.97	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	276.79	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	39.00	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	22.19	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5408-000-000-	.00	49.84	16343	VEHICLE AND POWERED EQUIP SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5413-000-000-	.00	43.75	16343	OTHER OPERATING SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5413-000-000-	.00	5.99	16343	OTHER OPERATING SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5413-000-000-	.00	5.99	16343	OTHER OPERATING SUPPLIES	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5413-000-001-	.00	87.70	16343	LINE SERVICE EQUIPMENT	22002

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	03/31/2021	4/23/2021		4017-081090-5413-000-001-	.00	189.95	16343	LINE SERVICE EQUIPMENT	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5413-000-001-	.00	189.95	16343	LINE SERVICE EQUIPMENT	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5413-000-001-	.00	189.95	16343	LINE SERVICE EQUIPMENT	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5715-000-000-	.00	31.34	16343	PROMOTIONAL FUND	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-5715-000-000-	.00	276.00	16343	PROMOTIONAL FUND	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-9001-000-000-	.00	165.41	16343	LEASE/RENT OF EQUIPMENT	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-9001-000-000-	.00	89.00	16343	LEASE/RENT OF EQUIPMENT	22002
00000	007822	BANK OF AMERICA N A	03/31/2021	4/23/2021		4017-081090-9001-000-000-	.00	114.00	16343	LEASE/RENT OF EQUIPMENT	22002
CHECK TOTAL								16,592.69			
CLASS TOTAL								16,592.69			

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 &	3/21-1585	4/16/2021		4017-081090-5408-000-001-	.00	1,186.67	16299	VEHICLE GAS-AIRPORT USE	21996
						CHECK TOTAL		1,186.67			
00000	003596	TITAN AVIATION FUELS	AC3401844	4/16/2021		4017-081090-5414-000-000-	.00	34.32	16300	MERCHANDISE FOR RESALE	21996
00000	003596	TITAN AVIATION FUELS	3405800	4/16/2021		4017-081090-5414-000-000-	.00	18,167.89	16300	MERCHANDISE FOR RESALE	21996
						CHECK TOTAL		18,202.21			
00000	004484	BRYAN MICHAEL L	9347-AIRPORT	4/16/2021		4017-081090-3002-000-000-	.00	4,572.50	16302	PROFESSIONAL SERVICES	21996
						CHECK TOTAL		4,572.50			
00000	001355	XEROX FINANCIAL SERVICES	2535796	4/16/2021		4017-081090-9001-000-000-	.00	199.37	712187	LEASE/RENT OF EQUIPMENT	21997
						CHECK TOTAL		199.37			
						CLASS TOTAL		24,160.75			

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	009000	VIRGINIA DEPT OF TAXATION	3RD QTR-FY21A	4/08/2021		4017-081090-5804-000-000-	.00	23.06	16285	TAXES-FED, EXCISE & STATE	21995
						CHECK TOTAL		23.06			
						CLASS TOTAL		23.06			

**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	19,029	8,711
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	24,392	16,410
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	208,078	34,951

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	11,118	7,911	6,191	2,520	4,984	2,927
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	15,446	8,946	11,050	5,360	5,579	3,367
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	123,760	84,318	34,511	33,624	43,694	40,624