



# 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 on Thursday, June 10, 2021 following a brief ceremony at 5:00 P.M.

### **Gene Fisher, Chairman, Presiding**

1. Open Meeting
2. Approve Meeting Agenda
3. Approve Minutes – May 13, 2021 - WRAA Regular Business Meeting
4. Public Comments
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. Nomination & Election of Officers for FY 2022 (Chairman, Vice-Chairman, & Secretary/Treasurer)
  - b. FY 2021 Federal AIP Grant Application
  - c. Terminal Design Update
  - d. Revised Minimum Standards & Lease Agreements
  - e. Adoption of FY 2022 Rates & Fees
9. Board Member Comments
10. Adjourn

## **MAY 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 May 13, 2021.

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

**Absent:** Dave Reichert, Leslie Melanson, Thomas Leone, 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 – April 21, 2021 Regular Business Meeting**

**Motion:** Approve as distributed – by Bill Pifer, second by Frank Haun. Motion passed unanimously.

### **PUBLIC COMMENT**

None

### **CHAIRMAN – OPENING REMARKS**

Chairman Fisher remarked that the associated documents for the PPP hangar project are nearly complete and a signing ceremony for the comprehensive agreement is likely in the next 2-3 weeks.

### **COMMITTEE REPORTS**

**(a) Finance Report – J.J. Smith, Secretary/Treasurer** – J.J. provided a report on the pre-audit April 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 gave an update on the Terminal Site Work Phase 1 project. The contractor lost a few days to rainy weather; otherwise things are progressing on schedule. There is a discussion about the transformer requirements and we've been coordinating project specifications with Rappahannock

Electric, Delta Airport Consultants, and AECOM. The Reconstruct Terminal Apron Phase 1 bid opening is scheduled for next week.

## **NEW BUSINESS - EXECUTIVE DIRECTOR**

Nick discussed how major capital projects that occur at airports like OKV contribute to the economic output that we generate for the local economy. We follow the Virginia Public Procurement Act, and oftentimes the low bids come from contractors within our region.

We have been proactively managing the fallout from the pipeline hack. Truck driver shortages have yielded significant delays; however we worked with Titan to get a half-load delivery of AVGAS this week and have a scheduled Jet-A load tomorrow.

Nick provided a recap of the light sport accident that occurred the previous week. We are grateful that the sole occupant was OK. Nick highlighted the efforts of airport staff, specifically Margie Sargent and Willie Varner, and the first responders from Frederick County. Due to the high quality video footage, we intend to review the situation with Frederick County to use as a learning tool. We've solicited a quote from a vendor and are in contact with Aero Elite's insurance company to coordinate an expeditious repair.

We are working with Frederick County Economic Development Authority (EDA) on a direct-mail marketing campaign for the north side. We will target companies and clients that may have a need for up to 10 acres of space for build-to-suit operations. We are appreciative of the EDA's willingness to work with us on this effort. The estimated completion date is September 2021.

Nick sought approval from the board to enter into a relationship with the United States Department of Agriculture (USDA) for wildlife management services. The scope of the project entails focused site visits each month over a one year period of performance. Nick remarked that wildlife represent a significant safety hazard and liability. The intent is to use this contract to significantly reduce the wildlife burden within our property, and then focus efforts on how to decrease external pressure off airport property. Gene voiced his support and sought consensus from the board to move ahead. Dave Foley stated that he has been tasked with addressing the known fence issues and penetrations, which is critical to getting the problem under control. Joey Bailey voiced dissent with the proposed course of action, as he thought the problems with the fence should not have gotten to a point to where such a large expenditure of funds would be necessary, which would be followed by inevitable additional expense for maintenance and other protocols. Gene responded that he envisions future maintenance needs to be routine under the normal duties of airport personnel. Nick added that he does not view this project as a "one and done by any stretch", and that the board should be prepared to invest more resources in wildlife management in the future.

There was an initial meeting with leaders from the Winchester Composite Squadron of the Civil Air Patrol to discuss how their hangar will be impacted by the future taxiway relocation. In a best case scenario, the project will be in design in 4 years. Bill Pifer was at the meeting and added that CAP expressed a desire to increase activity at OKV in the future, and their development plans may be shaped accordingly.

We are working through an information technology (IT) upgrade which will yield new Windows 10 computers and more functional, lower-cost web-based accounting software.

Since the last tenant rent increase (July 2019), the CPI has risen about 4.1%. For FY22, Nick recommends to keep the tie down rent the same due to the excess supply and increase t-hangar rent by 2%. With the new leases, rent increases are capped at 3% and subject to Authority approval.

Nick will send the latest massing diagrams for the future terminal building produced by AECOM.

To date, we have received 33 waiting list deposits under the new waiting list policy.

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

### **COMMENTS – BOARD MEMBERS**

None

### **ADJOURNMENT**

**Motion:** There being no further business, a motion was made to adjourn at 5:56 P.M. – by J.J. Smith, second by Bill Pifer. Motion passed unanimously.

Respectfully submitted,

J.J. Smith, Secretary/Treasurer

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WRAA Adopted:

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**Winchester Regional Airport Authority**  
**General Ledger Standard Income Report**  
For Fiscal Year Starting: 7/01/2020, Reporting Through: 5/31/2021  
Selected Departments Consolidated

**Income**

	MTD 5/01-5/31/21	YTD 7/01-5/31/21
40172404 State Operating Reimbursement	0.00	1,140.00
40174450 Loan Proceeds	0.00	2,262.81
40174500 Sale - Fuel	113,102.08	873,215.18
40174502 Sale - Merchandise	34.00	1,322.08
40174503 Sale - Oil	123.98	943.51
40174504 Sale - Catering	0.00	450.00
40174600 Rental Income	50,799.64	544,399.28
40174601 Income - Land Leases	0.00	220,169.00
40174617 Special Fees	1,550.00	13,769.97
40174618 Facility & Line Service Fees	5,040.00	47,146.35
40174899 Miscellaneous Revenue	43.37	1,142.80
40174900 Operating Appropriations	10,246.08	112,706.88
<b>Total Income:</b>	<b>180,939.15</b>	<b>1,818,667.86</b>

**Expense**

	MTD 5/01-5/31/21	YTD 7/01-5/31/21
54140000 Cost - Fuel	74,798.76	545,290.86
54140002 Cost - Merchandise	102.24	1,976.69
54140003 Cost - Oil	99.07	691.85
61001000 Salaries	43,431.04	457,092.02
61003000 Salaries Part-Time	0.00	1,240.00
61005001 Overtime Pay	390.65	8,313.50
62001000 FICA	3,176.36	34,207.03
62002000 VSRS	4,917.36	52,011.44
62005000 Hospital/Medical Plans	9,691.14	98,505.14
62005001 Retiree Health Ins	862.44	9,486.84
62006000 Group Life Insurance	574.50	6,076.63
62008000 Short/Long Disab	119.90	1,187.93
62011000 Worker's Compensation	1,415.45	14,474.06
63002000 Professional Svcs - Other	14,868.00	31,634.00
63004001 Outside Repairs & Maint Vehicle/Equip	830.32	9,624.50
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	13,401.74
65101000 Electrical Services	4,133.41	50,558.24
65102000 Heating Service	460.40	10,449.25
65103000 Water & Sewer Services	677.77	6,349.47
65204001 Postage Meter Expense	0.00	76.62
65204002 Telephones/Internet/TV Cable Expense	716.58	7,883.65
65302000 Fire/Property Insurance	1,169.42	12,863.58
65305000 Motor Vehicle Insurance	508.17	5,589.83
65307000 Public Officials Liability Ins	43.00	473.00
65308000 General Liability Insurance	1,573.50	17,308.50
65401000 Office Supplies & Computers	67.09	981.22
65405000 Janitorial Supplies	143.94	1,445.05
65407000 Repair/Maint Parts & Supplies	60.50	7,690.30
65408000 Vehicle/Equip - Parts/Supplies	0.00	13,129.46
65408001 Airport Vehicle Fuel	995.72	8,021.30

Run: 6/07/2021  
9:05AM

**Winchester Regional Airport Authority**  
**General Ledger Standard Income Report**  
For Fiscal Year Starting: 7/01/2020, Reporting Through: 5/31/2021  
Selected Departments Consolidated

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	MTD 5/01-5/31/21	YTD 7/01-5/31/21
65410000 Employee Uniforms	0.00	562.48
65413000 Operational Expense	194.07	2,890.22
65413001 Line Service Equipment	33.35	4,667.76
65413002 Security Materials & Supplies	25.99	1,644.19
65506000 Travel Expenses	0.00	4,097.82
65715000 Promotional Fund Expenses	603.00	2,305.16
65801000 Dues & Membership	0.00	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	26,912.49
79101000 Loan - VRA Bond	3,412.39	38,271.48
<b>Total Expense:</b>	<b>172,745.70</b>	<b>1,526,451.85</b>
<b>Net Income:</b>	<b>8,193.45</b>	<b>292,216.01</b>

Notes: Report Period: 7/01/2020 - 5/31/2021  
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: 5/31/2021  
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
<b>Income</b>								
40172404 State Operating Reimbursen	16,018.48	0.00	(16,018.48)	-100.0%	22,833.52	1,140.00	(21,693.52)	-95.0%
40174450 Loan Proceeds	0.00	0.00	0.00	--.-%	6,525.38	2,262.81	(4,262.57)	-65.3%
40174500 Sale - Fuel	45,850.15	113,102.08	67,251.93	146.7%	718,747.59	873,215.18	154,467.59	21.5%
40174502 Sale - Merchandise	37.89	34.00	(3.89)	-10.3%	979.59	1,322.08	342.49	35.0%
40174503 Sale - Oil	217.70	123.98	(93.72)	-43.1%	1,274.25	943.51	(330.74)	-26.0%
40174504 Sale - Catering	0.00	0.00	0.00	--.-%	0.00	450.00	450.00	--.-%
40174600 Rental Income	49,275.14	50,799.64	1,524.50	3.1%	499,594.90	544,399.28	44,804.38	9.0%
40174601 Income - Land Leases	1,951.00	0.00	(1,951.00)	-100.0%	43,298.00	220,169.00	176,871.00	408.5%
40174617 Special Fees	0.00	1,550.00	1,550.00	--.-%	15,117.03	13,769.97	(1,347.06)	-8.9%
40174618 Facility & Line Service Fees	2,280.00	5,040.00	2,760.00	121.1%	41,478.85	47,146.35	5,667.50	13.7%
40174899 Miscellaneous Revenue	77.09	43.37	(33.72)	-43.7%	5,260.49	1,142.80	(4,117.69)	-78.3%
40174900 Operating Appropriations	13,290.50	10,246.08	(3,044.42)	-22.9%	146,195.46	112,706.88	(33,488.58)	-22.9%
<b>Total Income:</b>	<b>128,997.95</b>	<b>180,939.15</b>	<b>51,941.20</b>	<b>40.3%</b>	<b>1,501,305.06</b>	<b>1,818,667.86</b>	<b>317,362.80</b>	<b>21.1%</b>
<b>Expense</b>								
54140000 Cost - Fuel	30,243.22	74,798.76	44,555.54	147.3%	425,587.17	545,290.86	119,703.69	28.1%
54140002 Cost - Merchandise	46.71	102.24	55.53	118.9%	1,435.44	1,976.69	541.25	37.7%
54140003 Cost - Oil	181.37	99.07	(82.30)	-45.4%	1,010.04	691.85	(318.19)	-31.5%
61000000 Accrued Salaries	0.00	0.00	0.00	--.-%	4,551.22	0.00	(4,551.22)	-100.0%
61001000 Salaries	40,682.00	43,431.04	2,749.04	6.8%	470,587.33	457,092.02	(13,495.31)	-2.9%
61003000 Salaries Part-Time	0.00	0.00	0.00	--.-%	0.00	1,240.00	1,240.00	--.-%
61005001 Overtime Pay	0.00	390.65	390.65	--.-%	9,904.56	8,313.50	(1,591.06)	-16.1%
61006001 On Call Pay	0.00	0.00	0.00	--.-%	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	2,910.26	3,176.36	266.10	9.1%	34,611.00	34,207.03	(403.97)	-1.2%
62002000 VSRS	3,982.78	4,917.36	934.58	23.5%	45,774.66	52,011.44	6,236.78	13.6%
62005000 Hospital/Medical Plans	9,971.04	9,691.14	(279.90)	-2.8%	110,998.96	98,505.14	(12,493.82)	-11.3%
62005001 Retiree Health Ins	814.28	862.44	48.16	5.9%	8,957.08	9,486.84	529.76	5.9%
62006000 Group Life Insurance	532.92	574.50	41.58	7.8%	6,124.82	6,076.63	(48.19)	-0.8%
62008000 Short/Long Disab	90.66	119.90	29.24	32.3%	1,138.96	1,187.93	48.97	4.3%
62011000 Worker's Compensation	1,269.28	1,415.45	146.17	11.5%	14,917.67	14,474.06	(443.61)	-3.0%
63002000 Professional Svcs - Other	1,048.50	14,868.00	13,819.50	1318.0%	21,459.75	31,634.00	10,174.25	47.4%
63004001 Outside Repairs & Maint Vet	0.00	830.32	830.32	--.-%	5,017.97	9,624.50	4,606.53	91.8%
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: 5/31/2021  
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	78.75	0.00	(78.75)	-100.0%	8,307.39	6,102.00	(2,205.39)	-26.5%
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	746.35	270.70	(475.65)	-63.7%	7,460.30	13,401.74	5,941.44	79.6%
65101000 Electrical Services	4,203.91	4,133.41	(70.50)	-1.7%	50,087.69	50,558.24	470.55	0.9%
65102000 Heating Service	2.48	460.40	457.92	####.##%	9,061.84	10,449.25	1,387.41	15.3%
65103000 Water & Sewer Services	658.79	677.77	18.98	2.9%	5,998.87	6,349.47	350.60	5.8%
65204001 Postage Meter Expense	11.70	0.00	(11.70)	-100.0%	372.60	76.62	(295.98)	-79.4%
65204002 Telephones/Internet/TV Cabl	788.04	716.58	(71.46)	-9.1%	8,236.42	7,883.65	(352.77)	-4.3%
65302000 Fire/Property Insurance	1,038.17	1,169.42	131.25	12.6%	11,419.83	12,863.58	1,443.75	12.6%
65305000 Motor Vehicle Insurance	508.17	508.17	0.00	0.0%	5,589.83	5,589.83	0.00	0.0%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	473.00	473.00	0.00	0.0%
65308000 General Liability Insurance	1,906.75	1,573.50	(333.25)	-17.5%	20,974.25	17,308.50	(3,665.75)	-17.5%
65401000 Office Supplies & Computers	91.78	67.09	(24.69)	-26.9%	1,106.12	981.22	(124.90)	-11.3%
65405000 Janitorial Supplies	73.08	143.94	70.86	97.0%	2,993.95	1,445.05	(1,548.90)	-51.7%
65407000 Repair/Maint Parts & Supplie	1,652.46	60.50	(1,591.96)	-96.3%	11,828.29	7,690.30	(4,137.99)	-35.0%
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	176.02	0.00	(176.02)	-100.0%	10,072.90	13,129.46	3,056.56	30.3%
65408001 Airport Vehicle Fuel	337.41	995.72	658.31	195.1%	8,858.04	8,021.30	(836.74)	-9.4%
65410000 Employee Uniforms	0.00	0.00	0.00	---%	1,265.68	562.48	(703.20)	-55.6%
65413000 Operational Expense	19.06	194.07	175.01	918.2%	5,023.07	2,890.22	(2,132.85)	-42.5%
65413001 Line Service Equipment	0.00	33.35	33.35	---%	4,237.16	4,667.76	430.60	10.2%
65413002 Security Materials & Supplies	0.00	25.99	25.99	---%	1,099.23	1,644.19	544.96	49.6%
65506000 Travel Expenses	0.00	0.00	0.00	---%	4,989.94	4,097.82	(892.12)	-17.9%
65715000 Promotional Fund Expenses	489.00	603.00	114.00	23.3%	4,780.43	2,305.16	(2,475.27)	-51.8%
65801000 Dues & Membership	0.00	0.00	0.00	---%	1,983.87	2,742.00	758.13	38.2%
65804000 Va Sales Tax Paid	0.00	0.00	0.00	---%	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%	26,012.80	26,912.49	899.69	3.5%
79002000 Principal/Interest Payments	0.00	0.00	0.00	---%	12,500.00	0.00	(12,500.00)	-100.0%
79101000 Loan - VRA Bond	3,722.07	3,412.39	(309.68)	-8.3%	27,996.10	38,271.48	10,275.38	36.7%
<b>Total Expense:</b>	<b>110,665.52</b>	<b>172,745.70</b>	<b>62,080.18</b>	<b>56.1%</b>	<b>1,429,700.26</b>	<b>1,526,451.85</b>	<b>96,751.59</b>	<b>6.8%</b>

Run: 6/07/2021  
9:06AM

**Winchester Regional Airport Authority**  
**General Ledger Two-Year Income Report**  
For the Current-Year Period: 7/01/2020 Through: 5/31/2021  
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		
<b>Net Income:</b>	<b>18,332.43</b>	<b>8,193.45</b>	<b>(10,138.98)</b>	<b>-55.3%</b>	<b>71,604.80</b>	<b>292,216.01</b>	<b>220,611.21</b>	<b>308.1%</b>

Notes: Report Period: 7/01/2020 - 5/31/2021  
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	CA4-17046	5/28/2021		4085-081030-8801-000-056-	.00	14,411.85	16496	RENOVATE GEN. AVIA. TERM.-CONST.	22010
						CHECK TOTAL		14,411.85			
						CLASS TOTAL		14,411.85			

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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00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4085-081030-8801-000-056-	.00	149.04	16484	RENOVATE GEN. AVIA. TERM.-CONST.	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4085-081030-8801-000-056-	.00	43.38	16484	RENOVATE GEN. AVIA. TERM.-CONST.	22012
						CHECK TOTAL		192.42			
						CLASS TOTAL		192.42			

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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00000	006404	FOLEY DAVID	ERV#2100211	5/14/2021		4085-081030-3002-000-000-	.00	40.00	16447	PROFESSIONAL SERVICES-OTHER	22005
						CHECK TOTAL		40.00			
						CLASS TOTAL		40.00			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
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00000	003596	TITAN AVIATION FUELS	R3420374	5/28/2021		4017-081090-9001-000-000-	.00	2,091.10	16495	LEASE/RENT OF EQUIPMENT	22010
						CHECK TOTAL		2,091.10			
00000	004484	BRYAN MICHAEL L	9408-AIRPORT	5/28/2021		4017-081090-3002-000-000-	.00	8,142.00	16498	PROFESSIONAL SERVICES	22010
						CHECK TOTAL		8,142.00			
00000	001355	XEROX FINANCIAL SERVICES	2625239	5/28/2021		4017-081090-9001-000-000-	.00	199.37	712641	LEASE/RENT OF EQUIPMENT	22010
						CHECK TOTAL		199.37			
						CLASS TOTAL		10,432.47			

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	04/30/2021	5/25/2021		4017-081090-3004-000-001-	.00	20.00	16484	REPAIR & MAINTENANCE EQUIP.	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-3010-000-000-	.00	270.70	16484	OTHER CONTRACTUAL SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5101-000-000-	.00	5,058.26	16484	ELECTRICAL SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5102-000-000-	.00	119.24	16484	HEATING SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5102-000-000-	.00	142.30	16484	HEATING SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5102-000-000-	.00	172.56	16484	HEATING SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5102-000-000-	.00	147.81	16484	HEATING SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5102-000-000-	.00	454.43	16484	HEATING SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5102-000-000-	.00	464.07	16484	HEATING SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5102-000-000-	.00	83.65	16484	HEATING SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5103-000-000-	.00	159.26	16484	WATER & SEWAGE SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5103-000-000-	.00	355.89	16484	WATER & SEWAGE SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5103-000-000-	.00	61.79	16484	WATER & SEWAGE SERVICES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5204-000-002-	.00	560.30	16484	TELEPHONE	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5204-000-002-	.00	117.05	16484	TELEPHONE	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5204-000-002-	.00	38.80	16484	TELEPHONE	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5401-000-000-	.00	9.10	16484	OFFICE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5401-000-000-	.00	39.57	16484	OFFICE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5401-000-000-	.00	64.22	16484	OFFICE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5405-000-000-	.00	16.97	16484	JANITORIAL SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5405-000-000-	.00	37.95	16484	JANITORIAL SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5407-000-000-	.00	67.78	16484	REPAIR AND MAINTENANCE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5407-000-000-	.00	95.88	16484	REPAIR AND MAINTENANCE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5407-000-000-	.00	91.76	16484	REPAIR AND MAINTENANCE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5407-000-000-	.00	65.90	16484	REPAIR AND MAINTENANCE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5407-000-000-	.00	39.60	16484	REPAIR AND MAINTENANCE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5407-000-000-	.00	153.98	16484	REPAIR AND MAINTENANCE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5407-000-000-	.00	100.16	16484	REPAIR AND MAINTENANCE SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5408-000-000-	.00	81.99	16484	VEHICLE AND POWERED EQUIP SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5408-000-000-	.00	8.99	16484	VEHICLE AND POWERED EQUIP SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5408-000-000-	.00	154.03	16484	VEHICLE AND POWERED EQUIP SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5408-000-000-	.00	95.90	16484	VEHICLE AND POWERED EQUIP SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5408-000-000-	.00	16.98	16484	VEHICLE AND POWERED EQUIP SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5408-000-000-	.00	123.18	16484	VEHICLE AND POWERED EQUIP SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5408-000-000-	.00	539.21	16484	VEHICLE AND POWERED EQUIP SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5413-000-001-	.00	16.88	16484	LINE SERVICE EQUIPMENT	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5413-000-002-	.00	1,462.49	16484	SECURITY MATERIALS & SUPPLIES	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5414-000-000-	.00	67.08	16484	MERCHANDISE FOR RESALE	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5506-000-000-	.00	225.00	16484	TRAVEL	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5506-000-000-	.00	111.16	16484	TRAVEL	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5506-000-000-	.00	222.00	16484	TRAVEL	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5715-000-000-	.00	178.44	16484	PROMOTIONAL FUND	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5715-000-000-	.00	300.00	16484	PROMOTIONAL FUND	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5715-000-000-	.00	826.88	16484	PROMOTIONAL FUND	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5801-000-000-	.00	159.00	16484	DUES & MEMBERSHIP	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-5801-000-000-	.00	275.00	16484	DUES & MEMBERSHIP	22012
00000	007822	BANK OF AMERICA N A	04/30/2021	5/25/2021		4017-081090-9001-000-000-	.00	89.00	16484	LEASE/RENT OF EQUIPMENT	22012
CHECK TOTAL								13,962.19			
CLASS TOTAL								13,962.19			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
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00000	003596	TITAN AVIATION FUELS	AC3413793	5/14/2021		4017-081090-5414-000-000-	.00	10.14	16434	MERCHANDISE FOR RESALE	22004
00000	003596	TITAN AVIATION FUELS	3419022	5/14/2021		4017-081090-5414-000-000-	.00	17,640.48	16434	MERCHANDISE FOR RESALE	22004
						CHECK TOTAL		17,650.62			
						CLASS TOTAL		17,650.62			

**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	27,458	15,967
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	235,536	62,409

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	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	17,423	10,035	12,833	3,134	5,996	4,039
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	141,183	94,353	47,344	36,758	49,690	44,663