



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, July 8, 2021 following a brief ceremony at 5:00 P.M.

Bill Pifer, Chairman, Presiding

1. Open Meeting
2. Approve Meeting Agenda
3. Approve Minutes – June 10, 2021 - WRAA Regular Business Meeting
4. Public Comments
5. Chairman Comments
6. Committee Reports
 - a. Finance Report – Leslie Melanson, 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. Terminal Design Update
 - b. Capital Campaign
 - c. FY 22 Promotion Grant Application
 - d. FY 21 Summary
9. Board Member Comments
10. Adjourn

JUNE 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 5:30 P.M. on June 10, 2021.

Present: Gene Fisher (Frederick County), Bill Pifer (City of Winchester), Dave Reichert (Frederick County), Carley Walker (Frederick County), J.J. Smith (City of Winchester), Frank Haun (Shenandoah County), Leslie Melanson (Clarke County), Councilor Phil Milstead (City of Winchester Liaison)

Absent: Thomas Leone (Frederick County), Archie Fox (Warren County)

OPEN MEETING

Chairman Fisher called the meeting to order at 5:30 P.M.

APPROVE MEETING AGENDA

Motion: Approve agenda as distributed – by Dave Reichert, second by Bill Pifer. Motion passed unanimously.

APPROVE MINUTES – June 10, 2021 Regular Business Meeting

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

PUBLIC COMMENT

None

CHAIRMAN – OPENING REMARKS

Chairman Fisher thanked staff for all their hard work, especially with the effort to finalize the hangar agreement with TMG.

COMMITTEE REPORTS

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

Motion: Accept finance report – by Dave Reichert, 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 provided a brief update on the Terminal Site Work Phase 1 project. The USDA will be in next week to kick off their contract work for wildlife management. Airport staff has been addressing problem fence areas that had the potential for wildlife movement, and one water crossing has been identified to fix. The airport has acquired a new Ford F-150 line service truck to replace a Chevy Silverado that reached end of life. Bill Pifer asked about the interval for inspections for the airport's fence line. Dave responded that we will adopt a regular inspection schedule, likely monthly at a minimum. He also indicated that there is a need to readjust expectations and embrace the "zero tolerance" posture against wildlife, fence penetrations, and vegetation issues.

NEW BUSINESS - EXECUTIVE DIRECTOR

Nick summarized a meeting held with Shenandoah University President Tracy Fitzsimmons on ways to deepen our partnership with them.

We have a meeting with Delegate Wendy Gooditis next week to provide an airport update and discuss avenues for funding the new terminal building project. We have tentative meetings scheduled with Senator Vogel and Representative Weston.

The Authority received a non-binding letter of intent (LOI) to lease space in the future terminal building from the Top of Virginia Chamber of Commerce.

Hangar 509 is still awaiting repair; supply chain issues have caused disruption in the schedule. We anticipate an update next week.

There was a brief discussion about the Authority's reserve fund and Nick explained how 20% of the operating budget was a working target. The best way to reach this is continued stable budget performance year over year.

Nick shared a positive email received from a transient user about airport staff member Willie Varner.

There will be an airport BBQ on Saturday, June 12 from 12:00 – 3:00. No Authority business will be discussed.

Nick called for nominations for Chairman, Vice-Chairman, and Secretary/Treasurer.

Nomination of Bill Pifer for Chairman by Gene Fisher

Motion: Close the nominations and appoint Bill Pifer as Chairman for FY 2022 – by Dave Reichert, second by Leslie Melanson. Motion passed unanimously.

Nomination of Gene Fisher for Vice-Chairman by Bill Pifer

Motion: Close the nominations and appoint Gene Fisher as Vice-Chairman for FY 2022 – by Dave Reichert, second by Leslie Melanson. Motion passed unanimously.

Nomination of Leslie Melanson for Secretary/Treasurer by Dave Reichert

Motion: Close the nominations and appoint Leslie Melanson as Secretary/Treasurer for FY 2022 – Dave Reichert, second by Carley Walker. Motion passed unanimously.

Nick discussed the FY 2021 Airport Improvement Program (AIP) grant application.

Motion: Authorize the Executive Director to make application and execute all necessary documentation to receive a FY 2021 AIP grant from the Federal Aviation Administration (FAA) – by J.J. Smith, second by Dave Reichert. Motion passed unanimously.

The terminal design effort was discussed. Nick indicated that Schematic Design would conclude in the next week or so, and the 30% design drawings will be shared with all board members.

The revised versions of the Minimum Standards, and T-hangar and tie down leases were discussed.

Motion: Approve and implement the revised Minimum Standards and T-hangar and Tie Down lease agreements effective July 1, 2021 subject to legal review. – by J.J. Smith, second by Frank Haun. Motion passed unanimously.

Nick presented the FY 2022 schedule of fees. The noteworthy changes include a 2% rate increase for T-hangar leases, no change for tie down leases, a 1% discount for prepayment of a full year of rent, and addition of oxygen service.

Motion: Approve the FY 2022 fee schedule as presented, including a 2% increase on T-hangar leases, no increase on tie down leases, and a 1% discount for pre-payment of a full year – by J.J. Smith, second by Dave Reichert. Motion passed unanimously.

Nick concluded his comments by thanking the Board, airport staff, and Michael Bryan for their support to accomplish the PPP comprehensive agreement and associated documents.

COMMENTS – BOARD MEMBERS

Bill Pifer – Bill said the PPP is the culmination of a lot of hard work and improvements in the airport. He complimented the team that had been assembled including staff, consultants, and government partners that came together to achieve this major accomplishment.

Gene Fisher – Gene added that much of success is about building relationships, and shared an anecdote about the meeting with SU.

ADJOURNMENT

Motion: There being no further business, a motion was made to adjourn at 6:14 P.M. – by Dave Reichert, second by Frank Haun. Motion passed unanimously.

Respectfully submitted,

J.J. Smith, Secretary/Treasurer

WRAA Adopted:

Winchester Regional Airport Authority
General Ledger Balance Sheet Report

As Of: 6/30/2021

Selected Departments Consolidated

Assets

10001011 Undeposited Receipts	62,551.41
10171010 Operating Cash In Bank	161,369.54
10171011 Petty Cash	500.00
10171080 Inventory - Fuel	54,769.07
10171082 Inventory - Merchandise	1,003.51
10171083 Inventory - Oil	796.32
10171084 Inventory - Automobile Gas/Airport Use	285.56
10171085 Inventory - Diesel Airport Use	(784.58)
10171090 Pre-Paid Insurance	1,541.67
10171094 Prepaid Postage	266.26
10171153 Accounts Receivable	54,056.36
10171160 Receivable Arrears Pay Deferred	8,319.64
10172002 VRS - Deferred Outflow	78,289.00
10172003 GLI Deferred Outflow	5,541.66
Total Assets:	428,505.42

Liabilities

20172003 Miscellaneous Balance	1,710.00
20172010 Amt Held For Employee Benefits	17,855.26
20172020 Accounts Payable - Operating Fund	130,314.19
20172021 Long-Term Notes	1,244,217.62
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	40.21
Total Liabilities:	1,714,515.70

Equity

30000000 Current Earnings	326,675.51
Total Equity:	326,675.51
Total Liabilities and Equity:	2,041,191.21

Notes:

Selected Departments Consolidated:
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Standard Income Report
For Fiscal Year Starting: 7/01/2020, Reporting Through: 6/30/2021
Selected Departments Consolidated

Income

	MTD 6/01-6/30/21	YTD 7/01-6/30/21
40172404 State Operating Reimbursement	0.00	1,140.00
40174450 Loan Proceeds	0.00	2,262.81
40174500 Sale - Fuel	167,020.29	1,040,235.47
40174502 Sale - Merchandise	104.00	1,426.08
40174503 Sale - Oil	264.06	1,207.57
40174504 Sale - Catering	0.00	450.00
40174600 Rental Income	50,621.04	595,020.32
40174601 Income - Land Leases	0.00	220,169.00
40174617 Special Fees	100.00	13,869.97
40174618 Facility & Line Service Fees	10,290.68	57,437.03
40174899 Miscellaneous Revenue	19.33	1,162.13
40174900 Operating Appropriations	10,246.08	122,952.96
Total Income:	238,665.48	2,057,333.34

Expense

	MTD 6/01-6/30/21	YTD 7/01-6/30/21
54140000 Cost - Fuel	106,243.17	651,534.03
54140002 Cost - Merchandise	138.77	2,115.46
54140003 Cost - Oil	216.71	908.56
61001000 Salaries	43,431.04	500,523.06
61003000 Salaries Part-Time	0.00	1,240.00
61005001 Overtime Pay	78.99	8,392.49
62001000 FICA	3,157.35	36,699.59
62002000 VSRS	5,539.03	57,550.47
62005000 Hospital/Medical Plans	9,561.95	108,067.09
62005001 Retiree Health Ins	862.44	10,349.28
62006000 Group Life Insurance	574.50	6,651.13
62008000 Short/Long Disab	119.90	1,307.83
62011000 Worker's Compensation	1,408.58	16,547.43
63002000 Professional Svcs - Other	11,175.00	42,809.00
63004001 Outside Repairs & Maint Vehicle/Equip	0.00	9,624.50
63004003 Repair - Blgs & Grounds Outside Repairs	0.00	3,862.71
63005000 Maintenance Contracts	1,765.00	7,867.00
63005001 State Funded Maintenance Contracts	60.00	180.00
63007000 Advertising	0.00	610.40
63010000 Contractual Services	270.70	13,672.44
65101000 Electrical Services	4,174.62	54,732.86
65102000 Heating Service	262.72	10,711.97
65103000 Water & Sewer Services	633.88	6,983.35
65204001 Postage Meter Expense	0.00	76.62
65204002 Telephones/Internet/TV Cable Expense	716.81	8,600.46
65302000 Fire/Property Insurance	1,169.42	14,033.00
65305000 Motor Vehicle Insurance	508.17	6,098.00
65307000 Public Officials Liability Ins	43.00	516.00
65308000 General Liability Insurance	1,573.50	18,882.00
65401000 Office Supplies & Computers	110.66	1,091.88
65405000 Janitorial Supplies	89.92	1,534.97
65407000 Repair/Maint Parts & Supplies	133.96	7,824.26
65408000 Vehicle/Equip - Parts/Supplies	2,514.13	15,643.59
65408001 Airport Vehicle Fuel	1,052.35	9,073.65

Winchester Regional Airport Authority
General Ledger Standard Income Report
For Fiscal Year Starting: 7/01/2020, Reporting Through: 6/30/2021
Selected Departments Consolidated

	MTD 6/01-6/30/21	YTD 7/01-6/30/21
65410000 Employee Uniforms	0.00	562.48
65413000 Operational Expense	135.70	3,025.92
65413001 Line Service Equipment	40.92	4,708.68
65413002 Security Materials & Supplies	0.00	1,644.19
65506000 Travel Expenses	0.00	4,097.82
65715000 Promotional Fund Expenses	30.00	2,335.16
65801000 Dues & Membership	250.00	2,992.00
65804000 Va Sales Tax Paid	19.33	121.99
65806000 Snow Removal Contingency Fund	0.00	3,526.78
79001000 Lease/Rent Of Equipment	2,741.47	29,653.96
79101000 Loan - VRA Bond	3,402.29	41,673.77
Total Expense:	204,205.98	1,730,657.83
Net Income:	34,459.50	326,675.51

Notes: Report Period: 7/01/2020 - 6/30/2021
Year-End Totals include Year-End Adjustments.
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: 6/30/2021
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	--.-%	22,833.52	1,140.00	(21,693.52)	-95.0%
40174450 Loan Proceeds	1,269.49	0.00	(1,269.49)	-100.0%	7,794.87	2,262.81	(5,532.06)	-71.0%
40174500 Sale - Fuel	72,956.22	167,020.29	94,064.07	128.9%	791,703.81	1,040,235.47	248,531.66	31.4%
40174502 Sale - Merchandise	145.91	104.00	(41.91)	-28.7%	1,125.50	1,426.08	300.58	26.7%
40174503 Sale - Oil	114.90	264.06	149.16	129.8%	1,389.15	1,207.57	(181.58)	-13.1%
40174504 Sale - Catering	0.00	0.00	0.00	--.-%	0.00	450.00	450.00	--.-%
40174600 Rental Income	48,322.30	50,621.04	2,298.74	4.8%	547,917.20	595,020.32	47,103.12	8.6%
40174601 Income - Land Leases	1,951.00	0.00	(1,951.00)	-100.0%	45,249.00	220,169.00	174,920.00	386.6%
40174617 Special Fees	0.00	100.00	100.00	--.-%	15,117.03	13,869.97	(1,247.06)	-8.2%
40174618 Facility & Line Service Fees	2,555.00	10,290.68	7,735.68	302.8%	44,033.85	57,437.03	13,403.18	30.4%
40174899 Miscellaneous Revenue	102.99	19.33	(83.66)	-81.2%	5,363.48	1,162.13	(4,201.35)	-78.3%
40174900 Operating Appropriations	13,290.50	10,246.08	(3,044.42)	-22.9%	159,485.96	122,952.96	(36,533.00)	-22.9%
Total Income:	140,708.31	238,665.48	97,957.17	69.6%	1,642,013.37	2,057,333.34	415,319.97	25.3%
Expense								
54140000 Cost - Fuel	50,081.17	106,243.17	56,162.00	112.1%	475,668.34	651,534.03	175,865.69	37.0%
54140002 Cost - Merchandise	158.43	138.77	(19.66)	-12.4%	1,593.87	2,115.46	521.59	32.7%
54140003 Cost - Oil	88.96	216.71	127.75	143.6%	1,099.00	908.56	(190.44)	-17.3%
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%	511,269.33	500,523.06	(10,746.27)	-2.1%
61003000 Salaries Part-Time	0.00	0.00	0.00	--.-%	0.00	1,240.00	1,240.00	--.-%
61005001 Overtime Pay	0.00	78.99	78.99	--.-%	9,904.56	8,392.49	(1,512.07)	-15.3%
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	2,947.89	3,157.35	209.46	7.1%	37,558.89	36,699.59	(859.30)	-2.3%
62002000 VSRS	3,982.78	5,539.03	1,556.25	39.1%	49,757.44	57,550.47	7,793.03	15.7%
62005000 Hospital/Medical Plans	10,091.78	9,561.95	(529.83)	-5.3%	121,090.74	108,067.09	(13,023.65)	-10.8%
62005001 Retiree Health Ins	814.28	862.44	48.16	5.9%	9,771.36	10,349.28	577.92	5.9%
62006000 Group Life Insurance	532.92	574.50	41.58	7.8%	6,657.74	6,651.13	(6.61)	-0.1%
62008000 Short/Long Disab	90.66	119.90	29.24	32.3%	1,229.62	1,307.83	78.21	6.4%
62011000 Worker's Compensation	1,216.97	1,408.58	191.61	15.7%	16,134.64	16,547.43	412.79	2.6%
63002000 Professional Svcs - Other	2,920.50	11,175.00	8,254.50	282.6%	24,380.25	42,809.00	18,428.75	75.6%
63004001 Outside Repairs & Maint Vet	0.00	0.00	0.00	--.-%	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: 6/30/2021
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	282.45	0.00	(282.45)	-100.0%	1,898.08	3,862.71	1,964.63	103.5%
63005000 Maintenance Contracts	(78.75)	1,765.00	1,843.75	--.-%	8,228.64	7,867.00	(361.64)	-4.4%
63005001 State Funded Maintenance C	1,200.00	60.00	(1,140.00)	-95.0%	3,400.00	180.00	(3,220.00)	-94.7%
63007000 Advertising	170.00	0.00	(170.00)	-100.0%	483.04	610.40	127.36	26.4%
63010000 Contractual Services	261.55	270.70	9.15	3.5%	7,721.85	13,672.44	5,950.59	77.1%
65101000 Electrical Services	8,212.27	4,174.62	(4,037.65)	-49.2%	58,299.96	54,732.86	(3,567.10)	-6.1%
65102000 Heating Service	396.84	262.72	(134.12)	-33.8%	9,458.68	10,711.97	1,253.29	13.3%
65103000 Water & Sewer Services	1,226.24	633.88	(592.36)	-48.3%	7,225.11	6,983.35	(241.76)	-3.3%
65204001 Postage Meter Expense	13.20	0.00	(13.20)	-100.0%	385.80	76.62	(309.18)	-80.1%
65204002 Telephones/Internet/TV Cabl	789.35	716.81	(72.54)	-9.2%	9,025.77	8,600.46	(425.31)	-4.7%
65302000 Fire/Property Insurance	1,038.17	1,169.42	131.25	12.6%	12,458.00	14,033.00	1,575.00	12.6%
65305000 Motor Vehicle Insurance	508.17	508.17	0.00	0.0%	6,098.00	6,098.00	0.00	0.0%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	516.00	516.00	0.00	0.0%
65308000 General Liability Insurance	1,906.75	1,573.50	(333.25)	-17.5%	22,881.00	18,882.00	(3,999.00)	-17.5%
65401000 Office Supplies & Computers	149.54	110.66	(38.88)	-26.0%	1,255.66	1,091.88	(163.78)	-13.0%
65405000 Janitorial Supplies	27.69	89.92	62.23	224.7%	3,021.64	1,534.97	(1,486.67)	-49.2%
65407000 Repair/Maint Parts & Supplie	681.41	133.96	(547.45)	-80.3%	12,509.70	7,824.26	(4,685.44)	-37.5%
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	307.83	2,514.13	2,206.30	716.7%	10,380.73	15,643.59	5,262.86	50.7%
65408001 Airport Vehicle Fuel	794.14	1,052.35	258.21	32.5%	9,652.18	9,073.65	(578.53)	-6.0%
65410000 Employee Uniforms	0.00	0.00	0.00	--.-%	1,265.68	562.48	(703.20)	-55.6%
65413000 Operational Expense	164.00	135.70	(28.30)	-17.3%	5,187.07	3,025.92	(2,161.15)	-41.7%
65413001 Line Service Equipment	69.97	40.92	(29.05)	-41.5%	4,307.13	4,708.68	401.55	9.3%
65413002 Security Materials & Supplies	0.00	0.00	0.00	--.-%	1,099.23	1,644.19	544.96	49.6%
65506000 Travel Expenses	105.00	0.00	(105.00)	-100.0%	5,094.94	4,097.82	(997.12)	-19.6%
65715000 Promotional Fund Expenses	0.00	30.00	30.00	--.-%	4,780.43	2,335.16	(2,445.27)	-51.2%
65801000 Dues & Membership	0.00	250.00	250.00	--.-%	1,983.87	2,992.00	1,008.13	50.8%
65804000 Va Sales Tax Paid	32.98	19.33	(13.65)	-41.4%	131.58	121.99	(9.59)	-7.3%
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	2,624.92	2,741.47	116.55	4.4%	28,637.72	29,653.96	1,016.24	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	3,705.40	3,402.29	(303.11)	-8.2%	31,701.50	41,673.77	9,972.27	31.5%
Total Expense:	138,240.46	204,205.98	65,965.52	47.7%	1,567,940.72	1,730,657.83	162,717.11	10.4%

Run: 7/02/2021
1:58PM

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2020 Through: 6/30/2021
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	
Net Income:	2,467.85	34,459.50	31,991.65	1296.3%	74,072.65	326,675.51	252,602.86	341.0%

Notes: Report Period: 7/01/2020 - 6/30/2021
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
22669	008338	KEE CONSTRUCTION SERVICES	1-WRA	6/16/2021		4085-081030-8801-000-056-	.00	191,537.39	16608	RENOVATE GEN. AVIA. TERM.-CONST.	22017
						CHECK TOTAL		191,537.39			
22700	011739	ABCOM TECHNICAL SERVICES	2000500108	6/16/2021		4085-081030-8801-000-202-	.00	10,554.90	16663	NEW GA TERINAL BLDG-DESIGN	22017
						CHECK TOTAL		10,554.90			
00000	011211	CDI INFRASTRUCTURE LLC	2106920023	6/16/2021		4085-081030-3002-000-000-	.00	3,000.00	712801	PROFESSIONAL SERVICES-OTHER	22017
00000	011211	CDI INFRASTRUCTURE LLC	2106920024	6/16/2021		4085-081030-3002-000-000-	.00	2,000.00	712801	PROFESSIONAL SERVICES-OTHER	22017
						CHECK TOTAL		5,000.00			
						CLASS TOTAL		207,092.29			

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 &	5/21-1585	6/16/2021		4017-081090-5408-000-001-	.00	2,343.82	16551	VEHICLE GAS-AIRPORT USE	22017
						CHECK TOTAL		2,343.82			
00000	003596	TITAN AVIATION FUELS	AC3428894	6/16/2021		4017-081090-5414-000-000-	.00	16.70	16553	MERCHANDISE FOR RESALE	22017
00000	003596	TITAN AVIATION FUELS	3427483	6/16/2021		4017-081090-5414-000-000-	.00	14,624.32	16553	MERCHANDISE FOR RESALE	22017
00000	003596	TITAN AVIATION FUELS	3427484	6/16/2021		4017-081090-5414-000-000-	.00	18,661.07	16553	MERCHANDISE FOR RESALE	22017
00000	003596	TITAN AVIATION FUELS	3428990	6/16/2021		4017-081090-5414-000-000-	.00	18,702.89	16553	MERCHANDISE FOR RESALE	22017
00000	003596	TITAN AVIATION FUELS	3429661	6/16/2021		4017-081090-5414-000-000-	.00	31,567.64	16553	MERCHANDISE FOR RESALE	22017
						CHECK TOTAL		83,572.62			
00000	004484	BRYAN MICHAEL L	9438-AIRPORT	6/16/2021		4017-081090-3002-000-000-	.00	6,726.00	16556	PROFESSIONAL SERVICES	22017
						CHECK TOTAL		6,726.00			
						CLASS TOTAL		92,642.44			

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	05/31/2021	6/25/2021		4017-081090-3004-000-001-	.00	830.32	16666	REPAIR & MAINTENANCE EQUIP.	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-3010-000-000-	.00	270.70	16666	OTHER CONTRACTUAL SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5101-000-000-	.00	4,133.41	16666	ELECTRICAL SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5102-000-000-	.00	63.79	16666	HEATING SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5102-000-000-	.00	38.25	16666	HEATING SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5102-000-000-	.00	198.65	16666	HEATING SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5102-000-000-	.00	78.52	16666	HEATING SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5102-000-000-	.00	92.41	16666	HEATING SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5102-000-000-	.00	35.90	16666	HEATING SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5102-000-000-	.00	91.48	16666	HEATING SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5103-000-000-	.00	365.38	16666	WATER & SEWAGE SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5103-000-000-	.00	168.75	16666	WATER & SEWAGE SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5103-000-000-	.00	81.85	16666	WATER & SEWAGE SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5103-000-000-	.00	61.79	16666	WATER & SEWAGE SERVICES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5204-000-002-	.00	561.30	16666	TELEPHONE	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5204-000-002-	.00	117.08	16666	TELEPHONE	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5204-000-002-	.00	38.20	16666	TELEPHONE	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5401-000-000-	.00	15.58	16666	OFFICE SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5401-000-000-	.00	12.48	16666	OFFICE SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5401-000-000-	.00	54.61	16666	OFFICE SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5405-000-000-	.00	143.94	16666	JANITORIAL SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5407-000-000-	.00	43.51	16666	REPAIR AND MAINTENANCE SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5407-000-000-	.00	16.99	16666	REPAIR AND MAINTENANCE SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5408-000-000-	.00	105.09	16666	VEHICLE AND POWERED EQUIP SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5413-000-000-	.00	58.74	16666	OTHER OPERATING SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5413-000-000-	.00	35.49	16666	OTHER OPERATING SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5413-000-000-	.00	55.45	16666	OTHER OPERATING SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5413-000-000-	.00	44.39	16666	OTHER OPERATING SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5413-000-001-	.00	33.35	16666	LINE SERVICE EQUIPMENT	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5413-000-001-	.00	33.35	16666	LINE SERVICE EQUIPMENT	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5413-000-001-	.00	24.34	16666	LINE SERVICE EQUIPMENT	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5413-000-001-	.00	11.90	16666	LINE SERVICE EQUIPMENT	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5413-000-002-	.00	25.99	16666	SECURITY MATERIALS & SUPPLIES	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5414-000-000-	.00	69.42	16666	MERCHANDISE FOR RESALE	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-5715-000-000-	.00	603.00	16666	PROMOTIONAL FUND	22021
00000	007822	BANK OF AMERICA N A	05/31/2021	6/25/2021		4017-081090-9001-000-000-	.00	89.00	16666	LEASE/RENT OF EQUIPMENT	22021
CHECK TOTAL								8,704.40			
CLASS TOTAL								8,704.40			

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
22720	005329	COLONIAL FORD TRUCK SALES	58066	6/30/2021		4085-081030-8005-000-000-	.00	24,850.00	16688	MOTOR VEHICLES & EQUIPMENT	22024
						CHECK TOTAL		24,850.00			
22669	008338	KEE CONSTRUCTION SERVICES	2-WRA	6/30/2021		4085-081030-8801-000-056-	.00	138,832.37	16700	RENOVATE GEN. AVIA. TERM.-CONST.	22024
						CHECK TOTAL		138,832.37			
						CLASS TOTAL		163,682.37			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	003596	TITAN AVIATION FUELS	3435575	6/30/2021		4017-081090-5414-000-000-	.00	18,715.42	16685	MERCHANDISE FOR RESALE	22024
00000	003596	TITAN AVIATION FUELS	R3433987	6/30/2021		4017-081090-9001-000-000-	.00	2,091.10	16685	LEASE/RENT OF EQUIPMENT	22024
						CHECK TOTAL		20,806.52			
00000	001355	XEROX FINANCIAL SERVICES	2672318	6/30/2021		4017-081090-9001-000-000-	.00	199.37	712952	LEASE/RENT OF EQUIPMENT	22024
						CHECK TOTAL		199.37			
						CLASS TOTAL		21,005.89			

**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	38,897	17,204
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	274,433	101,306

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	28,544	10,353	15,952	1,252	6,672	3,681
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	169,727	104,706	63,296	38,010	56,362	48,344