



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, September 9, 2021 at 5:00 P.M.

Bill Pifer, Chairman, Presiding

1. Open Meeting
2. Approve Meeting Agenda
3. Approve Minutes – July 8, 2021 - WRAA Regular Business Meeting
August 12, 2021 – No 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. EDA Request
 - c. Authority Committees
9. Board Member Comments
10. Adjourn

JULY 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 July 8, 2021.

Present: Gene Fisher, J.J. Smith, Bill Pifer, Frank Haun, Dave Reichert, Carley Walker*, City Councilor Milstead

*Attended by phone and was not eligible to vote on Authority matters

Absent: Thomas Leone, Leslie Melanson, Archie Fox

OPEN MEETING

Chairman Pifer 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 – June 10, 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 Pifer thanked the board for their support and especially Gene Fisher for his mentorship through the transition of the chairmanship. He added that the airport is in a moment of tremendous growth and his goal is to continue that success.

COMMITTEE REPORTS

(a) Finance Report – Leslie Melanson, Secretary/Treasurer – Nick provided a report on the pre-audit June 2021 financial statements on behalf of Leslie.

Motion: Accept finance report – by Dave Reichert, second by J.J. Smith. Motion passed unanimously.

(b) Building/Lease Committee – Vacant – No report. Nick commented that he will seek board inputs/approval on procedures for leasing space in the future terminal building.

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

(d) Marketing Committee – Bill Pifer, Chair – No report.

OPERATIONS REVIEW

Dave gave an update on the Terminal Site Work Phase 1 project. We are still awaiting Rappahannock Electric to set the transformer. The USDA has been out several times per the wildlife management contract. There have been no reported deer sightings by airport since operations commenced. The airport took receipt of a 2020 Ford F-150 to serve as a line service operations vehicle. The Frederick County Sheriff's Office is completing an airport security audit required by the Virginia Department of Aviation Security Program every 3 years. The semi-annual storm water sampling and testing was completed in June to remain in compliance with the airport's storm water discharge permit. Dave gave an overview of the airport's involvement with the GSA surplus program.

NEW BUSINESS - EXECUTIVE DIRECTOR

There is a resolution for City Council's consideration next week to clarify language in the original property deed from the City to the Authority in 1987.

A rezoning application for the former Carpers Valley golf course parcel, now known as One Logistics Park, will be taken before the Frederick County Board of Supervisors. The rezoning application provides for commercial and industrial uses and eliminates a residential component on the property.

Nick gave an overview of the improvements we've made to Hangar 509 with bond proceeds. The board discussed the need for other improvements prior to closing the bond and amortizing the remaining loan balance based on actual amount drawn down. Bill requested a list of final cost items for consideration before we act to close the bond. Frank asked if not closing the bond would adversely affect the audit. Nick responded that he will pose this question to our auditors.

We have completed the 30% schematic design phase of the airport terminal building. The initial cost estimate shows approximately \$500/sq ft. We are working with AECOM to refine the building materials, etc. to ensure we have a good understanding of the highest cost items as we move into design development. Nick articulated the need to commit to the building program (i.e., square footage) that will benefit the airport the most for the next 50 years. A key element of the future building will be to have leasable space that can generate new revenue streams for the Authority and make it a more capable building overall. Nick discussed an application direct to the General Assembly for an earmark grant in the American Rescue Plan Act (ARPA) appropriation process. Bill added comments about the ARPA request and discussed our recent meetings with Delegate Gooditis and Senator Vogel.

Carley Walker discussed the planning for a capital campaign, and the need for engaging with community leaders about the great things happening at the airport. We believe that partnering with the community is a key to our future success. Carley asked the board of directors to identify people who may be interested in an airport tour so we can share our story. Dave Reichert suggested reaching out to the Chamber of Commerce to host an event at the airport. Bill added that outreach to school groups and other entities that may not typically be affiliated with the airport has immense value, especially to our elected leaders.

At this time Nick discussed the FY 22 promotion grant offered by the Virginia Department of Aviation (DOAV). The revenues and expenses were included in the approved FY 22 budget.

Motion: Authorize Executive Director to make application to the DOAV for a grant under the promotion program for \$15,000 as budgeted in the FY 22 budget, and execute all necessary documents to apply for and accept the grant. Motion passed unanimously.

Nick concluded with a brief summary of FY 21 highlights:

- Total fuel volume up 58% over preceding year
- Rental income up 8% over preceding year
- Highest net fuel sales (profit) in 7 years
- Highest gross fuel sales in 10 years
- Highest gross revenues in 10 years

COMMENTS – BOARD MEMBERS

Bill Pifer – Bill said that the community would benefit by deepening our partnership with the local library to conduct interviews with Authority members for archival purposes. These would be a great resource to continuously record the airport’s history.

Dave Reichert – Dave said that his tenure on the board is drawing to a close. He has seen the airport grow over the years, and is proud of the steps taken in recent years. It has been an honor to work with fellow board members and thanked Nick for the professionalism he has brought to the airport. Nick thanked him and credited airport staff and a supportive board as instrumental to our shared success.

ADJOURNMENT

Motion: There being no further business, a motion was made to adjourn at 6:15 P.M. – by J.J. Smith, second by Gene Fisher. Motion passed unanimously.

Respectfully submitted,

J.J. Smith, Secretary/Treasurer

WRAA Adopted:

Winchester Regional Airport Authority
General Ledger Balance Sheet Report

As Of: 8/31/2021

Selected Departments Consolidated

Assets

10001011 Undeposited Receipts	58,734.11
10171010 Operating Cash In Bank	160,235.57
10171011 Petty Cash	500.00
10171080 Inventory - Fuel	81,226.16
10171082 Inventory - Merchandise	915.78
10171083 Inventory - Oil	937.39
10171084 Inventory - Automobile Gas/Airport Use	400.70
10171085 Inventory - Diesel Airport Use	(586.94)
10171090 Pre-Paid Insurance	37,301.67
10171094 Prepaid Postage	247.95
10171153 Accounts Receivable	67,657.41
10171160 Receivable Arrears Pay Deferred	8,319.64
10172002 VRS - Deferred Outflow	78,289.00
10172003 GLI Deferred Outflow	5,541.66
Total Assets:	499,720.10

Liabilities

20172003 Miscellaneous Balance	1,710.00
20172010 Amt Held For Employee Benefits	21,331.84
20172020 Accounts Payable - Operating Fund	128,725.95
20172021 Long-Term Notes	1,236,017.64
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	50.08
Total Liabilities:	1,708,213.93

Equity

30000000 Current Earnings	69,526.08
Total Equity:	69,526.08

Total Liabilities and Equity: 1,777,740.01

Notes:

Selected Departments Consolidated:
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Standard Income Report
For Fiscal Year Starting: 7/01/2021, Reporting Through: 8/31/2021
Selected Departments Consolidated

Income

	MTD 8/01-8/31/21	YTD 7/01-8/31/21
40174500 Sale - Fuel	145,766.95	314,754.32
40174502 Sale - Merchandise	45.00	85.00
40174503 Sale - Oil	75.47	134.10
40174600 Rental Income	52,617.20	104,059.53
40174601 Income - Land Leases	9,274.00	9,274.00
40174617 Special Fees	1,200.00	1,750.00
40174618 Facility & Line Service Fees	6,530.00	14,353.00
40174899 Miscellaneous Revenue	36.30	52.87
40174900 Operating Appropriations	7,549.33	15,098.70
Total Income:	223,094.25	459,561.52

Expense

	MTD 8/01-8/31/21	YTD 7/01-8/31/21
54140000 Cost - Fuel	94,337.15	202,487.89
54140002 Cost - Merchandise	61.72	115.21
54140003 Cost - Oil	57.78	105.38
61001000 Salaries	49,578.49	94,982.10
61005001 Overtime Pay	400.16	1,295.84
62001000 FICA	3,648.94	7,008.77
62002000 VSRS	5,250.48	10,500.96
62005000 Hospital/Medical Plans	9,436.76	19,620.38
62005001 Retiree Health Ins	878.20	1,756.40
62006000 Group Life Insurance	613.44	1,226.88
62008000 Short/Long Disab	129.88	259.76
62011000 Worker's Compensation	1,674.35	3,216.82
63002000 Professional Svcs - Other	1,003.00	1,003.00
63004001 Outside Repairs & Maint Vehicle/Equip	20.00	1,878.37
63004003 Repair - Blgs & Grounds Outside Repairs	2,135.35	2,285.35
63005000 Maintenance Contracts	683.85	2,564.70
63010000 Contractual Services	280.15	1,184.86
65101000 Electrical Services	4,553.31	4,553.31
65102000 Heating Service	154.15	154.15
65103000 Water & Sewer Services	614.90	614.90
65204001 Postage Meter Expense	0.00	69.84
65204002 Telephones/Internet/TV Cable Expense	711.70	1,423.82
65302000 Fire/Property Insurance	1,133.00	2,266.00
65305000 Motor Vehicle Insurance	511.83	1,023.70
65307000 Public Officials Liability Ins	43.00	86.00
65308000 General Liability Insurance	1,888.17	3,776.30
65401000 Office Supplies & Computers	140.67	258.31
65405000 Janitorial Supplies	14.48	279.22
65407000 Repair/Maint Parts & Supplies	548.83	634.40
65408000 Vehicle/Equip - Parts/Supplies	964.33	2,302.66
65408001 Airport Vehicle Fuel	828.79	2,143.94
65410000 Employee Uniforms	242.78	242.78
65413000 Operational Expense	92.74	92.74
65413001 Line Service Equipment	132.08	132.08
65413002 Security Materials & Supplies	0.00	51.00
65506000 Travel Expenses	1,111.30	2,161.30
65715000 Promotional Fund Expenses	0.00	2,894.06

Run: 9/03/2021
3:29PM

Winchester Regional Airport Authority
General Ledger Standard Income Report
For Fiscal Year Starting: 7/01/2021, Reporting Through: 8/31/2021
Selected Departments Consolidated

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	MTD 8/01-8/31/21	YTD 7/01-8/31/21
65801000 Dues & Membership	238.00	1,238.00
79001000 Lease/Rent Of Equipment	2,379.47	5,308.94
79101000 Loan - VRA Bond	3,443.15	6,835.32
Total Expense:	189,936.38	390,035.44
Net Income:	33,157.87	69,526.08

Notes: Report Period: 7/01/2021 - 8/31/2021
Selected Departments Consolidated:
(Un-Departmentalized)
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2021 Through: 8/31/2021
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	
Income								
40172404 State Operating Reimbursers	0.00	0.00	0.00	--.-%	1,140.00	0.00	(1,140.00)	-100.0%
40174500 Sale - Fuel	77,009.48	145,766.95	68,757.47	89.3%	169,289.57	314,754.32	145,464.75	85.9%
40174502 Sale - Merchandise	102.56	45.00	(57.56)	-56.1%	246.24	85.00	(161.24)	-65.5%
40174503 Sale - Oil	136.57	75.47	(61.10)	-44.7%	266.37	134.10	(132.27)	-49.7%
40174600 Rental Income	45,321.50	52,617.20	7,295.70	16.1%	91,775.23	104,059.53	12,284.30	13.4%
40174601 Income - Land Leases	10,955.00	9,274.00	(1,681.00)	-15.3%	12,906.00	9,274.00	(3,632.00)	-28.1%
40174617 Special Fees	0.00	1,200.00	1,200.00	--.-%	0.00	1,750.00	1,750.00	--.-%
40174618 Facility & Line Service Fees	5,405.00	6,530.00	1,125.00	20.8%	8,958.33	14,353.00	5,394.67	60.2%
40174899 Miscellaneous Revenue	61.76	36.30	(25.46)	-41.2%	200.84	52.87	(147.97)	-73.7%
40174900 Operating Appropriations	10,246.08	7,549.33	(2,696.75)	-26.3%	20,492.16	15,098.70	(5,393.46)	-26.3%
Total Income:	149,237.95	223,094.25	73,856.30	49.5%	305,274.74	459,561.52	154,286.78	50.5%
Expense								
54140000 Cost - Fuel	47,107.12	94,337.15	47,230.03	100.3%	105,823.70	202,487.89	96,664.19	91.3%
54140002 Cost - Merchandise	199.97	61.72	(138.25)	-69.1%	663.92	115.21	(548.71)	-82.6%
54140003 Cost - Oil	109.78	57.78	(52.00)	-47.4%	215.90	105.38	(110.52)	-51.2%
61001000 Salaries	40,682.00	49,578.49	8,896.49	21.9%	81,364.00	94,982.10	13,618.10	16.7%
61003000 Salaries Part-Time	990.00	0.00	(990.00)	-100.0%	990.00	0.00	(990.00)	-100.0%
61005001 Overtime Pay	0.00	400.16	400.16	--.-%	1,403.10	1,295.84	(107.26)	-7.6%
62001000 FICA	3,014.60	3,648.94	634.34	21.0%	6,022.87	7,008.77	985.90	16.4%
62002000 VSRS	4,666.26	5,250.48	584.22	12.5%	9,332.52	10,500.96	1,168.44	12.5%
62005000 Hospital/Medical Plans	8,292.72	9,436.76	1,144.04	13.8%	18,384.50	19,620.38	1,235.88	6.7%
62005001 Retiree Health Ins	862.44	878.20	15.76	1.8%	1,724.88	1,756.40	31.52	1.8%
62006000 Group Life Insurance	545.18	613.44	68.26	12.5%	1,090.36	1,226.88	136.52	12.5%
62008000 Short/Long Disab	90.66	129.88	39.22	43.3%	181.32	259.76	78.44	43.3%
62011000 Worker's Compensation	1,393.87	1,674.35	280.48	20.1%	2,783.58	3,216.82	433.24	15.6%
63002000 Professional Svcs - Other	1,303.00	1,003.00	(300.00)	-23.0%	1,303.00	1,003.00	(300.00)	-23.0%
63004001 Outside Repairs & Maint Ver	20.00	20.00	0.00	0.0%	20.00	1,878.37	1,858.37	9291.9%
63004003 Repair - Bldgs & Grounds Out	479.37	2,135.35	1,655.98	345.4%	479.37	2,285.35	1,805.98	376.7%
63005000 Maintenance Contracts	0.00	683.85	683.85	--.-%	1,197.00	2,564.70	1,367.70	114.3%
63010000 Contractual Services	541.40	280.15	(261.25)	-48.3%	541.40	1,184.86	643.46	118.9%
65101000 Electrical Services	4,733.43	4,553.31	(180.12)	-3.8%	4,733.43	4,553.31	(180.12)	-3.8%
65102000 Heating Service	44.36	154.15	109.79	247.5%	91.50	154.15	62.65	68.5%
65103000 Water & Sewer Services	576.94	614.90	37.96	6.6%	576.94	614.90	37.96	6.6%

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2021 Through: 8/31/2021
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	
65204001 Postage Meter Expense	1.85	0.00	(1.85)	-100.0%	18.15	69.84	51.69	284.8%
65204002 Telephones/Internet/TV Cabl	155.99	711.70	555.71	356.2%	1,469.64	1,423.82	(45.82)	-3.1%
65302000 Fire/Property Insurance	1,169.42	1,133.00	(36.42)	-3.1%	2,338.80	2,266.00	(72.80)	-3.1%
65305000 Motor Vehicle Insurance	508.17	511.83	3.66	0.7%	1,016.30	1,023.70	7.40	0.7%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	86.00	86.00	0.00	0.0%
65308000 General Liability Insurance	1,573.50	1,888.17	314.67	20.0%	3,147.00	3,776.30	629.30	20.0%
65401000 Office Supplies & Computers	65.79	140.67	74.88	113.8%	283.49	258.31	(25.18)	-8.9%
65405000 Janitorial Supplies	158.43	14.48	(143.95)	-90.9%	379.61	279.22	(100.39)	-26.4%
65407000 Repair/Maint Parts & Supplie	1,882.30	548.83	(1,333.47)	-70.8%	3,645.42	634.40	(3,011.02)	-82.6%
65408000 Vehicle/Equip - Parts/Supplie	1,581.67	964.33	(617.34)	-39.0%	1,672.42	2,302.66	630.24	37.7%
65408001 Airport Vehicle Fuel	1,101.15	828.79	(272.36)	-24.7%	1,723.01	2,143.94	420.93	24.4%
65410000 Employee Uniforms	504.52	242.78	(261.74)	-51.9%	504.52	242.78	(261.74)	-51.9%
65413000 Operational Expense	179.63	92.74	(86.89)	-48.4%	317.69	92.74	(224.95)	-70.8%
65413001 Line Service Equipment	64.96	132.08	67.12	103.3%	397.24	132.08	(265.16)	-66.8%
65413002 Security Materials & Supplies	0.00	0.00	0.00	--.-%	0.00	51.00	51.00	--.-%
65506000 Travel Expenses	1,838.44	1,111.30	(727.14)	-39.6%	1,838.44	2,161.30	322.86	17.6%
65715000 Promotional Fund Expenses	0.00	0.00	0.00	--.-%	89.50	2,894.06	2,804.56	3133.6%
65801000 Dues & Membership	79.00	238.00	159.00	201.3%	1,121.00	1,238.00	117.00	10.4%
79001000 Lease/Rent Of Equipment	2,345.51	2,379.47	33.96	1.4%	4,965.61	5,308.94	343.33	6.9%
79101000 Loan - VRA Bond	3,686.86	3,443.15	(243.71)	-6.6%	7,383.00	6,835.32	(547.68)	-7.4%
Total Expense:	132,593.29	189,936.38	57,343.09	43.2%	271,320.13	390,035.44	118,715.31	43.8%
Net Income:	16,644.66	33,157.87	16,513.21	99.2%	33,954.61	69,526.08	35,571.47	104.8%

Notes: Report Period: 7/01/2021 - 8/31/2021
Selected Departments Consolidated:
WINCHESTER AVIATION

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	003339	TRUCK PARTS UNLIMITED INC	7/21-9920	8/30/2021	N	4017-081090-5408-000-000-	.00	323.62	16945	VEHICLE AND POWERED EQUIP SUPPLIES	22048
						CHECK TOTAL		323.62			
00000	003596	TITAN AVIATION FUELS	3468737	8/30/2021	N	4017-081090-5414-000-000-	.00	19,228.05	16947	MERCHANDISE FOR RESALE	22048
00000	003596	TITAN AVIATION FUELS	3469485	8/30/2021	N	4017-081090-5414-000-000-	.00	19,177.14	16947	MERCHANDISE FOR RESALE	22048
00000	003596	TITAN AVIATION FUELS	R3462701	8/30/2021	N	4017-081090-9001-000-000-	.00	2,091.10	16947	LEASE/RENT OF EQUIPMENT	22048
						CHECK TOTAL		40,496.29			
00000	004484	BRYAN MICHAEL L	9499-AIRPORT	8/30/2021	N	4017-081090-3002-000-000-	.00	1,003.00	16949	PROFESSIONAL SERVICES	22048
						CHECK TOTAL		1,003.00			
00000	001355	XEROX FINANCIAL SERVICES	2769522	8/30/2021	N	4017-081090-9001-000-000-	.00	199.37	713590	LEASE/RENT OF EQUIPMENT	22048
						CHECK TOTAL		199.37			
						CLASS TOTAL		42,022.28			

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-3004-000-001-	.00	411.25	16929	REPAIR & MAINTENANCE EQUIP.	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-3004-000-001-	.00	1,447.12	16929	REPAIR & MAINTENANCE EQUIP.	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-3004-000-001-	.00	150.00	16929	REPAIR & MAINTENANCE EQUIP.	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-3005-000-000-	.00	945.00	16929	MAINTENANCE SERVICE CONTRACTS	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-3005-000-000-	.00	683.85	16929	MAINTENANCE SERVICE CONTRACTS	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-3005-000-000-	.00	252.00	16929	MAINTENANCE SERVICE CONTRACTS	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-3010-000-000-	.00	270.70	16929	OTHER CONTRACTUAL SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-3010-000-000-	.00	904.71	16929	OTHER CONTRACTUAL SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5101-000-000-	.00	4,032.47	16929	ELECTRICAL SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5102-000-000-	.00	26.16	16929	HEATING SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5102-000-000-	.00	20.45	16929	HEATING SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5102-000-000-	.00	20.45	16929	HEATING SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5102-000-000-	.00	26.16	16929	HEATING SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5102-000-000-	.00	20.45	16929	HEATING SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5102-000-000-	.00	21.68	16929	HEATING SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5102-000-000-	.00	29.40	16929	HEATING SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5103-000-000-	.00	159.26	16929	WATER & SEWAGE SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5103-000-000-	.00	110.32	16929	WATER & SEWAGE SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5103-000-000-	.00	61.79	16929	WATER & SEWAGE SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5103-000-000-	.00	365.38	16929	WATER & SEWAGE SERVICES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5204-000-002-	.00	556.84	16929	TELEPHONE	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5204-000-002-	.00	117.08	16929	TELEPHONE	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5204-000-002-	.00	38.20	16929	TELEPHONE	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5401-000-000-	.00	115.05	16929	OFFICE SUPPLIES	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5401-000-000-	.00	117.64	16929	OFFICE SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5405-000-000-	.00	55.92	16929	JANITORIAL SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5405-000-000-	.00	15.07	16929	JANITORIAL SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5405-000-000-	.00	66.81	16929	JANITORIAL SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5405-000-000-	.00	37.98	16929	JANITORIAL SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5405-000-000-	.00	88.96	16929	JANITORIAL SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5407-000-000-	.00	19.41	16929	REPAIR AND MAINTENANCE SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5407-000-000-	.00	5.47	16929	REPAIR AND MAINTENANCE SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5407-000-000-	.00	49.00	16929	REPAIR AND MAINTENANCE SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5407-000-000-	.00	11.69	16929	REPAIR AND MAINTENANCE SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	9.16	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	17.90	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	343.72	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	359.85	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	32.22	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	37.95	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	12.96	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	5.93	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	39.33	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	130.69	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5408-000-000-	.00	25.00	16929	VEHICLE AND POWERED EQUIP SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5413-000-001-	.00	33.35	16929	LINE SERVICE EQUIPMENT	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5413-000-001-	.00	33.35	16929	LINE SERVICE EQUIPMENT	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5413-000-002-	.00	51.00	16929	SECURITY MATERIALS & SUPPLIES	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5414-000-000-	.00	83.67	16929	MERCHANDISE FOR RESALE	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5506-000-000-	.00	350.00	16929	TRAVEL	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5506-000-000-	.00	350.00	16929	TRAVEL	22047

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	07/30/2021	8/24/2021		4017-081090-5506-000-000-	.00	350.00	16929	TRAVEL	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5715-000-000-	.00	230.00	16929	PROMOTIONAL FUND	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5715-000-000-	.00	2,894.06	16929	PROMOTIONAL FUND	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-5801-000-000-	.00	250.00	16929	DUES & MEMBERSHIP	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5801-000-000-	.00	250.00	16929	DUES & MEMBERSHIP	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-5801-000-000-	.00	750.00	16929	DUES & MEMBERSHIP	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021	Y	4017-081090-9001-000-000-	.00	89.00	16929	LEASE/RENT OF EQUIPMENT	22046
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-9001-000-000-	.00	550.00	16929	LEASE/RENT OF EQUIPMENT	22047
00000	007822	BANK OF AMERICA N A	07/30/2021	8/24/2021		4017-081090-9001-000-000-	.00	89.00	16929	LEASE/RENT OF EQUIPMENT	22047
CHECK TOTAL									18,121.86		
CLASS TOTAL									18,121.86		

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 &	7/21-1585	8/16/2021	N	4017-081090-5408-000-001-	.00	1,729.46	16884	VEHICLE GAS-AIRPORT USE	22041
						CHECK TOTAL		1,729.46			
00000	003596	TITAN AVIATION FUELS	AC3458217	8/16/2021	N	4017-081090-5414-000-000-	.00	5.10	16885	MERCHANDISE FOR RESALE	22041
00000	003596	TITAN AVIATION FUELS	3454779	8/16/2021	N	4017-081090-5414-000-000-	.00	32,783.62	16885	MERCHANDISE FOR RESALE	22041
00000	003596	TITAN AVIATION FUELS	3459060	8/16/2021	N	4017-081090-5414-000-000-	.00	18,556.19	16885	MERCHANDISE FOR RESALE	22041
00000	003596	TITAN AVIATION FUELS	3461611	8/16/2021	N	4017-081090-5414-000-000-	.00	18,660.67	16885	MERCHANDISE FOR RESALE	22041
						CHECK TOTAL		70,005.58			
00000	011559	AVIATION INSURANCE RESOUR	8-2021	8/16/2021	N	4017-081090-5308-000-000-	.00	22,658.00	16922	GENERAL LIABILITY INSURANCE	22041
						CHECK TOTAL		22,658.00			
						CLASS TOTAL		94,393.04			

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	
22670	003802	DELTA AIRPORT CONSULTANTS	CA6-17046	8/30/2021	N	4085-081030-8801-000-056-	.00	43,156.84	16948	RENOVATE GEN. AVIA. TERM.-CONST.	22048	
22670	003802	DELTA AIRPORT CONSULTANTS	CA7-17046	8/30/2021	N	4085-081030-8801-000-056-	.00	13,230.21	16948	RENOVATE GEN. AVIA. TERM.-CONST.	22048	
CHECK TOTAL								56,387.05				
CLASS TOTAL								56,387.05				

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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22700	011739	ABCOM TECHNICAL SERVICES	2000520997	8/16/2021	N	4085-081030-8801-000-202-	.00	74,557.99	16923	NEW GA TERINAL BLDG-DESIGN	22041
						CHECK TOTAL		74,557.99			
						CLASS TOTAL		74,557.99			

**Winchester Regional
Airport
Fuel Gallons Sold**

TOTAL GALLONS OF FUEL PRODUCTS SOLD														Increase / (Decrease) Over Prior Year	
Fiscal Year	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	Over/ (Short)
July	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	37,307	10,056
August	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	32,639	10,773
September	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	0	(22,699)
October	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	0	(25,904)
November	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	0	(19,467)
December	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	0	(20,432)
January	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	0	(13,342)
February	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	0	(13,696)
March	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	0	(19,029)
April	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	0	(24,392)
May	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	0	(27,458)
June	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	0	(38,897)
Total	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	69,946	(204,487)

BREAKDOWN BY FUEL TYPE - GALLONS ONLY																						
Fiscal Year	FY 2014		FY 2015		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		FY 2021		FY 2022		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	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	27,905	9,402	10,749	(693)	5,250	4,152
August	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	24,978	7,661	12,429	(1,656)	7,661	
September	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					0	
October	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					0	
November	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					0	
December	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					0	
January	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					0	
February	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					0	
March	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					0	
April	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					0	
May	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					0	
June	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					0	
Total	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	52,883	17,063	23,178	(2,349)	12,911	4,152