



# WINCHESTER REGIONAL AIRPORT

491 AIRPORT ROAD  
WINCHESTER, VIRGINIA 22602  
(540) 662-5786

## Regular Meeting Agenda

The Winchester Regional Airport Authority will meet in the Terminal Building Conference Room on Thursday, June 9, 2022 at 5:00 P.M.

### **Bill Pifer, Chairman, Presiding**

1. Call to Order
2. Approval of Agenda
3. Approval of Meeting Minutes – May 12, 2022, WRAA Regular Meeting
4. Public Comments
5. Chairman Comments
6. Committee Reports
  - a. Finance
  - b. Building/Lease
  - c. Minimum Standards/Personnel/Security
  - d. Marketing/Development
7. Airport Operations – Operations Supervisor
8. Open Issues – Executive Director
  - a. Terminal Project Update
  - b. USDA Rural Development Loan
  - c. Authority Bylaws Update
  - d. WRAA Remote Attendance Policy
9. New Business – Executive Director
  - a. Committee Appointments
  - b. Call for Nominations for Officers for FY2023
10. Announcements
11. Adjournment

## **MAY 2022 Meeting Minutes Winchester Regional Airport Authority**

The Winchester Regional Airport Authority Board of Directors met in regular session in the conference room of the terminal building at 5:00 P.M. on May 12, 2022.

**Present:** Bill Pifer (City of Winchester), Gene Fisher (Frederick County), Carley Walker (Frederick County), Thomas Leone (Frederick County), Vicky Cooke (Warren County), Councilor Phil Milstead (City of Winchester Liaison)

**Absent:** Rhett Champagne (Frederick County), Frank Haun (Shenandoah County), John Eberhardt (City of Winchester), Jerome Butler (Warren County), Paul Anderson (Historian)

### **OPEN MEETING**

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

### **APPROVE MEETING AGENDA**

**Motion:** Approve agenda as distributed – by Carley Walker, second by Gene Fisher. Motion passed unanimously.

### **APPROVE MINUTES – April 14, 2022 Regular Business Meeting**

**Motion:** Approve as distributed – by Tom Leone, second by Carley Walker. Motion passed unanimously.

### **PUBLIC COMMENT**

None

### **CHAIRMAN – OPENING REMARKS**

Chairman Pifer remarked on the increased levels of airport activity in terms of aircraft operations, fuel sales, and construction projects and thanked staff for their efforts. Bill also cited positive comments about the airport from state representatives at a recent Chamber luncheon.

### **COMMITTEE REPORTS**

#### **(a) Finance Report – Leslie Melanson, Secretary/Treasurer**

Nick presented pre-audit Frederick County financial statements and fuel sales from April 2022.

**Motion:** Accept the finance report as presented – by Gene Fisher, second by Tom Leone. Motion passed unanimously.

### **OPERATIONS REVIEW**

We received a Twin Otter aircraft on a temporary deployment in Hangar 509 for about 3 weeks. The aircraft is operating in support of the National Ecological Observation Network (NEON) program. The status of ongoing capital projects was discussed. The Site Work Phase 2 project is underway with a planned closure of the main parking lot scheduled for on or about May 20<sup>th</sup>. The KOKV Hangars project has the building foundations in place with steel delivery anticipated by the

end of the month. Dave concluded with a briefing about a recent incident involving an L-39 aircraft that landed short of Runway 32. The incident highlighted several airport design criteria that helped ensure the incident was mostly benign and nobody was injured. Dave was recognized by the Executive Director and the board of Directors for his individual efforts upholding best practices to keep vehicles out of the runway safety area (RSA), which could have exacerbated the severity of the event.

## **NEW BUSINESS - EXECUTIVE DIRECTOR**

Nick started by introducing the public hearing portion for the USDA Rural Development Program loan application. This application seeks debt up to \$5M in support of the terminal building construction project. Bill asked if this was the upper limit of debt through that program. Nick responded that the USDA has indicated they could increase the amount if necessary because the purpose of the program is to assist public entities who may not be able to obtain conventional financing elsewhere. Bill added that our financials may support additional debt loan if it is in the best interests of the Authority.

**Motion:** Open the public comment period for the USDA Rural Development Program loan application – by Gene Fisher, second by Carley Walker. Motion passed unanimously.

No public comments were received.

**Motion:** Close the public comment period for the USDA Rural Development Program loan application – by Gene Fisher, second by Carley Walker. Motion passed unanimously.

Nick welcomed one of the airport's interns from James Wood High School, Sean Cody. Sean has been a valued asset to our team by assisting with various marketing and social media initiatives. Sean shared with the Board about his experience working at the airport and future aspirations in the aviation industry.

Nick thanked airport staff, board members, and volunteers for helping with the VALOR 5K. It was a great day for a running event. There were approximately 208 runners, and most importantly, no safety incidents.

The Virginia Airport Operators Council spring workshop will be held May 24-25 in Staunton, VA. Nick solicited board members if they would like to attend.

The Authority's revised bylaws are in final draft form. At the April meeting there was concurrence to modify the standing committees to the following: Executive, Finance and Budget, Foundation and Community Outreach, Marketing and Business Development. The final draft is under review by WRAA counsel.

Nick presented the proposed airport schedule of fees for FY2023. The schedule includes a 3% increase for t-hangars and tie downs, and capping the commercial aeronautical leases at 5% and non-aeronautical leases at 6%.

**Motion:** Approve the FY2023 fee schedule as presented – by Gene Fisher, second by Vicky Cooke. Motion passed. Carley Walker and Tom Leone recused themselves from voting due to current leases with the Authority.

The draft WRAA Remote Attendance Policy was discussed. There were a few outstanding questions that precluded its adoption; Nick said he'd seek guidance from Mike Bryan. The item was tabled until June.

The Chamber of Commerce has given notice of their intent to execute a form lease for office space in Hangar 509, effective July 1, 2022. This will serve as an interim destination until the new terminal building project is complete.

The bid announcement for the terminal project is scheduled for May 30 (Memorial Day). The bid opening is scheduled for July 8<sup>th</sup>. We are still optimistic about receiving consideration from a budget amendment working its way through the state budget process.

Nick deferred to Carley Walker about current and ongoing community engagement efforts. Carley gave an overview of several educational airport tours including STARBASE, NW Works, Boy Scouts, and local homeschool groups. She also gave a summary of our booth at the Worlds of Work expo in April.

The Apple Blossom Fly-In brought several industry partners and agencies to Winchester including NASA, Virginia Department of Aviation, Virginia Innovation Partnership Corporation, and DroneUp. The event was a success that demonstrated the interoperability of commercial and recreational drone users.

### **COMMENTS – BOARD MEMBERS**

**Councilor Milstead** – Councilor Milstead offered a few comments about the Apple Blossom Fly-In. He was pleased that it happened and shared recommendations about logistics and visibility for future events.

### **ADJOURNMENT**

**Motion:** There being no further business, a motion was made to adjourn at 6:43 P.M. – by Carley Walker, second by Gene Fisher. Motion passed unanimously.

Respectfully submitted,

Nick Sabo, Executive Director

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WRAA Adopted:

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	PREVIOUS BALANCE	DEBIT	CREDIT	ENDING BALANCE
AIRPORT AUTHORITY OPERATING FUND					
100-1010	CASH	488,783.07	261,612.23	334,063.66-	416,331.64
100-1150	RECEIVABLE ARREARS PAY DEFERRED	4,052.32			4,052.32
100-1151	ACCOUNTS RECEIVABLE-STATE				
100-1153	ACCOUNTS RECEIVABLE - OTHER				
100-1310	DUE FROM OTHER FUNDS				
100-1910	ESTIMATED REVENUE	2,323,545.00	160,000.00		2,483,545.00
100-1911	APPROPRIATIONS	2,406,541.00-		160,000.00-	2,566,541.00-
100-1913	ESTIMATED TRANSFERS FR OTHER FUNDS	68,488.00			68,488.00
100-1914	ENCUMBRANCES	305.04			305.04
	CASH	478,632.43	421,612.23	494,063.66-	406,181.00
	TOTAL ASSETS	478,632.43	421,612.23	494,063.66-	406,181.00
200-2020	ACCOUNTS PAYABLE		260,859.98	260,859.98-	
200-2021	PAYROLL CLEARING ACCOUNT		32,636.65	32,636.65-	
200-2040	A/P ACCRUAL				
200-2070	DUE TO OTHER FUNDS				
200-2160	ACCRUED WAGES PAYABLE	23,057.57-			23,057.57-
	ACCOUNTS PAYABLE	23,057.57-	293,496.63	293,496.63-	23,057.57-
240-2440	FUND BAL.RESERVE FOR ENCUMBRANCES	305.04-			305.04-
240-2530	FUND BALANCE	215,297.57-			215,297.57-
	FUND BAL.RESERVE FOR ENCUMBRANCES	215,602.61-			215,602.61-
	TOTAL LIABILITIES	238,660.18-	293,496.63	293,496.63-	238,660.18-

--DETAIL--

7/01/2021 - 5/31/2022

--DETAIL--

FUND #-017 AIRPORT AUTHORITY OPERATING

MAJOR		BUDGET	APPR.	CURRENT	Y-T-D		%
ACCT#	DESCRIPTION	AMOUNT	AMOUNT	AMOUNT	AMOUNT	BALANCE	REMAIN.
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999	AIRPORT AUTHORITY OPERATING						
15010	AIRPORT AUTHORITY OPERATING						
18990	MISCELLANEOUS						
0004	HANGER APPLICATION DEPOSITS	.00	.00	.00	2,550.00	2,550.00-	100.00-
0010	MISCELLANEOUS REVENUE	1,898,941.00	2,338,941.00	261,612.23	2,180,042.52	158,898.48	6.79
	MISCELLANEOUS	1,898,941.00	2,338,941.00	261,612.23	2,182,592.52	156,348.48	6.68
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	MISCELLANEOUS	1,898,941.00	2,338,941.00	261,612.23	2,182,592.52	156,348.48	6.68
19010	MISCELLANEOUS						
19100	MISCELLANEOUS						
0001	TRANS. OF FDS. FROM LOCALITIES	105,592.00	105,592.00	.00	90,592.00	15,000.00	14.20
	MISCELLANEOUS	105,592.00	105,592.00	.00	90,592.00	15,000.00	14.20
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	MISCELLANEOUS	105,592.00	105,592.00	.00	90,592.00	15,000.00	14.20
24040	MISCELLANEOUS						
0001	REIMB. - STATE	18,500.00	18,500.00	.00	3,963.79	14,536.21	78.57
	MISCELLANEOUS	18,500.00	18,500.00	.00	3,963.79	14,536.21	78.57
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	MISCELLANEOUS	18,500.00	18,500.00	.00	3,963.79	14,536.21	78.57
33010	MISCELLANEOUS						
0002	FEDERAL - OTHER	.00	59,000.00	.00	23,000.00	36,000.00	61.01
	MISCELLANEOUS	.00	59,000.00	.00	23,000.00	36,000.00	61.01
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	MISCELLANEOUS	.00	59,000.00	.00	23,000.00	36,000.00	61.01
41040	MISCELLANEOUS						
51020	MISCELLANEOUS						
51050	MISCELLANEOUS						
0002	TRANSFER FROM CARES/AREA	.00	30,000.00	.00	30,000.00	.00	.00
	MISCELLANEOUS	.00	30,000.00	.00	30,000.00	.00	.00
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	MISCELLANEOUS	.00	30,000.00	.00	30,000.00	.00	.00
	--FUND TOTAL--	2,023,033.00	2,552,033.00	261,612.23	2,330,148.31	221,884.69	8.69

AIRPORT AUTHORITY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK NO.	DESCRIPTION	BATCH
00000	003596	TITAN AVIATION FUELS	3592651	5/27/2022		4017-081090-5414-000-000-	.00	36,972.13	18334	MERCHANDISE FOR RESALE	22141
00000	003596	TITAN AVIATION FUELS	3595051	5/27/2022		4017-081090-5414-000-000-	.00	44,155.47	18334	MERCHANDISE FOR RESALE	22141
00000	003596	TITAN AVIATION FUELS	3595053	5/27/2022		4017-081090-5414-000-000-	.00	37,046.05	18334	MERCHANDISE FOR RESALE	22141
00000	003596	TITAN AVIATION FUELS	3595054	5/27/2022		4017-081090-5414-000-000-	.00	35,567.53	18334	MERCHANDISE FOR RESALE	22141
00000	003596	TITAN AVIATION FUELS	R3590672	5/27/2022		4017-081090-9001-000-000-	.00	2,091.10	18334	LEASE/RENT OF EQUIPMENT	22141
						CHECK TOTAL		155,832.28			
00000	004484	BRYAN MICHAEL L	9821-AIRPORT	5/27/2022		4017-081090-3002-000-000-	.00	295.00	18337	PROFESSIONAL SERVICES	22141
						CHECK TOTAL		295.00			
00000	001355	XEROX FINANCIAL SERVICES	3242335	5/27/2022		4017-081090-9001-000-000-	.00	199.37	716061	LEASE/RENT OF EQUIPMENT	22141
						CHECK TOTAL		199.37			
						CLASS TOTAL		156,326.65			

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	04/29/2022	5/24/2022		4017-081090-3004-000-001-	.00	20.00	18320	REPAIR & MAINTENANCE EQUIP.	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-3005-000-000-	.00	758.75	18320	MAINTENANCE SERVICE CONTRACTS	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-3010-000-000-	.00	734.20	18320	OTHER CONTRACTUAL SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-3010-000-000-	.00	280.15	18320	OTHER CONTRACTUAL SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-3010-000-000-	.00	2,101.87	18320	OTHER CONTRACTUAL SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5101-000-000-	.00	5,643.85	18320	ELECTRICAL SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5102-000-000-	.00	139.46	18320	HEATING SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5102-000-000-	.00	348.85	18320	HEATING SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5102-000-000-	.00	227.26	18320	HEATING SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5102-000-000-	.00	153.52	18320	HEATING SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5102-000-000-	.00	94.44	18320	HEATING SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5102-000-000-	.00	152.22	18320	HEATING SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5102-000-000-	.00	136.10	18320	HEATING SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5103-000-000-	.00	374.87	18320	WATER & SEWAGE SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5103-000-000-	.00	178.24	18320	WATER & SEWAGE SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5103-000-000-	.00	61.79	18320	WATER & SEWAGE SERVICES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5204-000-002-	.00	559.36	18320	TELEPHONE	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5204-000-002-	.00	118.84	18320	TELEPHONE	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5204-000-002-	.00	60.04	18320	TELEPHONE	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5401-000-000-	.00	6.98	18320	OFFICE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5401-000-000-	.00	9.52	18320	OFFICE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5401-000-000-	.00	64.99	18320	OFFICE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5401-000-000-	.00	104.78	18320	OFFICE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5401-000-000-	.00	102.95	18320	OFFICE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5401-000-000-	.00	69.18	18320	OFFICE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5405-000-000-	.00	34.46	18320	JANITORIAL SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5407-000-000-	.00	44.70	18320	REPAIR AND MAINTENANCE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5407-000-000-	.00	131.34	18320	REPAIR AND MAINTENANCE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5407-000-000-	.00	9.98	18320	REPAIR AND MAINTENANCE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5407-000-000-	.00	25.65	18320	REPAIR AND MAINTENANCE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5407-000-000-	.00	131.00	18320	REPAIR AND MAINTENANCE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5407-000-000-	.00	303.94	18320	REPAIR AND MAINTENANCE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5407-000-000-	.00	637.71	18320	REPAIR AND MAINTENANCE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5407-000-000-	.00	9.71	18320	REPAIR AND MAINTENANCE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5407-000-000-	.00	149.20	18320	REPAIR AND MAINTENANCE SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5408-000-000-	.00	86.54	18320	VEHICLE AND POWERED EQUIP SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5408-000-000-	.00	61.99	18320	VEHICLE AND POWERED EQUIP SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5408-000-000-	.00	22.58	18320	VEHICLE AND POWERED EQUIP SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5408-000-000-	.00	63.39	18320	VEHICLE AND POWERED EQUIP SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5408-000-000-	.00	20.01	18320	VEHICLE AND POWERED EQUIP SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5413-000-002-	.00	118.98	18320	SECURITY MATERIALS & SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5413-000-002-	.00	104.99	18320	SECURITY MATERIALS & SUPPLIES	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5414-000-000-	.00	99.18	18320	MERCHANDISE FOR RESALE	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5414-000-000-	.00	430.78	18320	MERCHANDISE FOR RESALE	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-5801-000-000-	.00	275.00	18320	DUES & MEMBERSHIP	22138
00000	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4017-081090-9001-000-000-	.00	93.45	18320	LEASE/RENT OF EQUIPMENT	22138
CHECK TOTAL								15,337.37			
CLASS TOTAL								15,337.37			

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
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00000	002707	QUARLES PETROLEUM INC	4/22-1585	5/16/2022		4017-081090-5408-000-001-	.00	810.75	18267	VEHICLE GAS-AIRPORT USE	22135
						CHECK TOTAL		810.75			
00000	003596	TITAN AVIATION FUELS	3583621	5/16/2022		4017-081090-5414-000-000-	.00	31,739.58	18269	MERCHANDISE FOR RESALE	22135
00000	003596	TITAN AVIATION FUELS	3585961	5/16/2022		4017-081090-5414-000-000-	.00	21,946.90	18269	MERCHANDISE FOR RESALE	22135
00000	003596	TITAN AVIATION FUELS	3587186	5/16/2022		4017-081090-5414-000-000-	.00	33,295.98	18269	MERCHANDISE FOR RESALE	22135
						CHECK TOTAL		86,982.46			
00000	011560	SHIRTSBOY.COM	28213	5/16/2022		4017-081090-5715-000-000-	.00	1,402.75	18311	PROMOTIONAL FUND	22135
						CHECK TOTAL		1,402.75			
						CLASS TOTAL		89,195.96			

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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22776	003802	DELTA AIRPORT CONSULTANTS	CA7-18120	5/27/2022		4085-081030-8801-000-172-	.00	4,972.39	18335	TAXIWAY A RELOCATION-PHASE 1 DEMO	22141
22821	003802	DELTA AIRPORT CONSULTANTS	CA1-20027	5/27/2022		4085-081030-8801-000-203-	.00	20,956.01	18335	NEW GA TERMINAL BLDG-SITE DESIGN	22141
						CHECK TOTAL		25,928.40			
						CLASS TOTAL		25,928.40			

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
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22806	007822	BANK OF AMERICA N A	04/29/2022	5/24/2022		4085-081030-8001-000-000-	.00	12,440.88	18320	MACHINERY & EQUIPMENT	22138
						CHECK TOTAL		12,440.88			
						CLASS TOTAL		12,440.88			

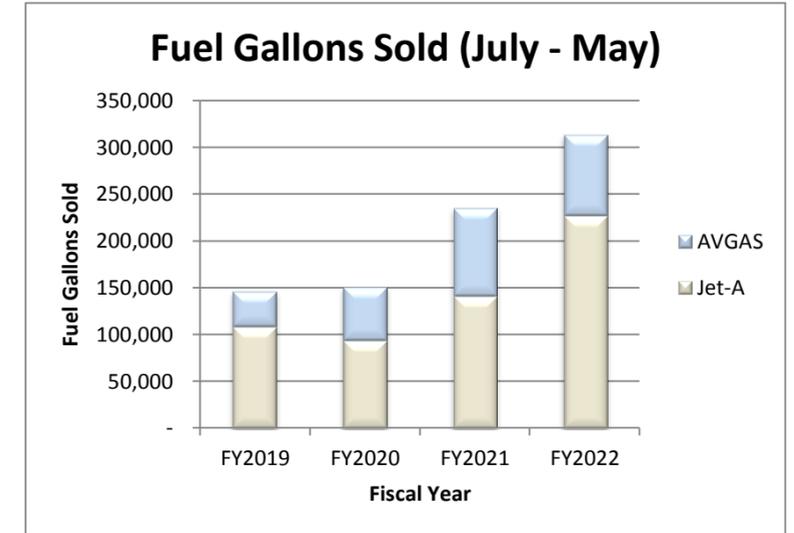
AIRPORT AUTHORITY CAPITAL PROJECTS

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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22776	003802	DELTA AIRPORT CONSULTANTS	CA6-18120	5/16/2022		4085-081030-8801-000-172-	.00	5,699.48	18270	TAXIWAY A RELOCATION-PHASE 1 DEMO	22135
22760	003802	DELTA AIRPORT CONSULTANTS	5-21036	5/16/2022		4085-081030-8801-000-206-	.00	5,222.96	18270	RUNWAY 14 OBSTRUCTION REMOVAL PH 2	22135
						CHECK TOTAL		10,922.44			
						CLASS TOTAL		10,922.44			

**Winchester Regional  
Airport  
Fuel Gallons Sold**

**TOTAL GALLONS OF FUEL PRODUCTS SOLD**

Fiscal Year	TOTAL GALLONS OF FUEL PRODUCTS SOLD													Increase / (Decrease) Over Prior 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	32,428	9,729
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	29,420	3,516
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	28,045	8,578
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	22,478	2,046
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	19,869	6,527
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	23,081	9,385
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	25,030	6,001
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	25,388	996
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	37,503	10,045
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)
<b>Total</b>	<b>368,366</b>	<b>329,063</b>	<b>321,378</b>	<b>217,142</b>	<b>218,618</b>	<b>180,388</b>	<b>155,414</b>	<b>167,106</b>	<b>176,468</b>	<b>180,246</b>	<b>160,374</b>	<b>173,127</b>	<b>274,433</b>	<b>313,188</b>	<b>38,755</b>



Fiscal Year	BREAKDOWN BY FUEL TYPE - GALLONS ONLY																			Increase/(Decrease)		AVGAS	
	FY 2014		FY 2015		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		FY 2021		FY 2022		Jet-A	AVGAS	TRUCK	SARA	
	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					
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)	4,498	3,163	
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	22,491	9,937	10,310	(581)	6,634	3,303	
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	22,224	7,196	6,967	(3,451)	4,420	2,776	
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	19,926	8,119	9,477	(899)	5,312	2,807	
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	15,760	6,718	2,617	(571)	3,697	3,021	
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	14,738	5,131	7,284	(757)	3,766	1,365	
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	14,622	8,459	5,615	3,770	6,916	1,543	
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	17,153	7,877	6,035	(34)	5,992	1,885	
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	17,888	7,500	2,442	(1,446)	5,127	2,373	
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	29,174	8,329	11,751	(1,706)	5,718	2,611	
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		
<b>Total</b>	<b>124,682</b>	<b>55,706</b>	<b>103,857</b>	<b>51,557</b>	<b>113,421</b>	<b>53,685</b>	<b>121,545</b>	<b>54,923</b>	<b>128,134</b>	<b>52,112</b>	<b>117,181</b>	<b>43,193</b>	<b>106,431</b>	<b>66,696</b>	<b>169,727</b>	<b>104,706</b>	<b>226,859</b>	<b>86,329</b>	<b>85,676</b>	<b>(8,024)</b>	<b>57,330</b>	<b>28,999</b>	