



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, August 8, 2019 at 5:00 P.M.

Gene Fisher, Chairman, Presiding

1. Open Meeting
2. Approve Meeting Agenda
3. Approve Minutes

July 11, 2019, WRAA Monthly Business Meeting

4. Comments – Audience
5. Chairman – Opening Remarks
6. Committee Reports
 - a. Financial Report – Secretary/Treasurer – J.J. Smith
July 2019 Pre-Audit Financial Report
 - b. Building/Lease – Paul Anderson
 - c. Minimum Standards/Personnel/Security – David Reichert
 - d. Marketing/Development – Bill Pifer
7. Comments – Executive Director
8. Comments – Board Members
9. Adjourn

JULY 2019 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 11, 2019.

Present: Gene Fisher, Paul Anderson, J.J. Smith, Joey Bailey, Frank Haun

Absent: John Crawford, Bill Pifer, Dave Reichert, Archie Fox

OPEN MEETING

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

APPROVE MEETING AGENDA

Motion: Approve agenda as distributed – by Paul Anderson, second by J.J. Smith. Motion passed unanimously.

NOMINATION OF OFFICERS FOR FY 2020

Nomination of Gene Fisher for Chairman by Paul Anderson.

Motion: Close the nominations and appoint Gene Fisher as Chairman for FY 2020 - Paul Anderson, second by J.J. Smith. Motion passed unanimously.

Nomination of Paul Anderson for Vice-Chairman by J.J. Smith.

Motion: Close the nominations and appoint Paul Anderson as Vice-Chairman for FY 2020 – J.J. Smith, second by Joey Bailey. Motion passed unanimously.

Nomination of J.J. Smith for Secretary/Treasurer by Paul Anderson.

Motion: Close the nominations and appoint J.J. Smith as Secretary/Treasurer for FY 2020 - Paul Anderson, second by Joey. Motion passed unanimously.

Chairman Fisher thanked the board for their continued support.

APPROVE MEETING MINUTES – June 13, 2019 Regular Business Meeting

Motion: Approve meeting minutes as distributed - by Paul Anderson, second by J.J. Smith. Motion passed unanimously.

COMMENTS – AUDIENCE

None

CHAIRMAN – OPENING REMARKS

Chairman Fisher gave an update on the status of obtaining resolutions by the member jurisdictions that authorize the issuance of debt to the Authority for the acquisition of the former Pro Jet hangar facility.

COMMITTEE REPORTS

(a) Finance Report – J.J. Smith, Secretary/Treasurer – J.J. provided an overview of the pre-audit end of year 2019 financial statements.

Motion: Accept finance report – by Paul Anderson, second by Joey Bailey. Motion passed unanimously.

(b) Building/Lease Committee – Paul Anderson, Chair – No meeting

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

(d) Marketing Committee – Bill Pifer, Chair – Joey requested an update on the website. Nick responded that it is in the post-production phase. The basic wireframe is complete and we are on track for it to be operational by the end of August.

EXECUTIVE DIRECTOR COMMENTS

Nick gave an update on the status of the acquisition of the Pro Jet hangar. The purchase agreement with Wells Fargo is nearly complete. An application to the Virginia Resources Authority will be made in the coming weeks.

There was an FAA Safety Team (FAAST) meeting on June 24th. The meeting brought together flight schools, air traffic control personnel, and other stakeholders interested in operations along the Interstate 81 corridor. There is a desire for this group to meet regularly to discuss safety topics and issues.

The airport's capital budget will be considered at the next meeting of the Frederick County Finance Committee. This budget includes authorization to receive the federal grant that was in the press recently.

We received a draft report with staffing and operations recommendations. The report will be shared with Authority board once finalized.

The Authority's aviation fuel supplier is due for contract renewal; therefore a Request For Proposals (RFP) will be developed and shared with the board for review and comment. The goal is to advertise the RFP by mid-August.

Nick reviewed a lease report that shows all rates and changes expected in FY20.

The airport will host "Food Truck Friday" with Shaffer's BBQ on July 19th from 11:00 A.M. to 1:00 P.M.

Dave Foley was invited to provide a review of operations. He delivered a slide show presentation about his management of personnel and resources in the oversight of the airport's complex maintenance and line service operations. Joey Bailey asked if there was a specific grounds maintenance plan. Dave responded that there isn't a written plan, but that mowing operations are primarily needs-driven with a focus on safety and aesthetics. Joey also inquired about status of the floor scrubber at the On Wing facility. Dave responded that parts are on order and will be addressed as soon as practical.

COMMENTS – BOARD MEMBERS

None

ADJOURNMENT

Motion: There being no further business, a motion was made to adjourn at 6:55 P.M. – by Paul Anderson, 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: 7/31/2019

All Departments Consolidated

Assets

10171010 Operating Cash In Bank	175,168.12
10171011 Petty Cash	500.00
10171080 Inventory - Fuel	48,938.63
10171082 Inventory - Merchandise	1,608.97
10171083 Inventory - Oil	592.98
10171084 Inventory - Automobile Gas/Airport Use	175.50
10171085 Inventory - Diesel Airport Use	(180.11)
10171090 Pre-Paid Insurance	17,117.66
10171094 Prepaid Postage	136.38
10171153 Accounts Receivable	(100,922.47)
10172002 VRS - Deferred Outflow	61,108.00
10172003 GLI Deferred Outflow	3,590.04
10851010 Capital Cash In Bank	10,207.37
10851100 Construction In Progress	195,748.71
10851153 Capital Accounts Receivable	16,244.85
10851200 Net Fixed Assets	26,700,733.59
Total Assets:	27,130,768.22

Liabilities

20172010 Amt Held For Employee Benefits	3,482.98
20172020 Accounts Payable - Operating Fund	55,151.44
20172021 Long-Term Notes	232,526.49
20172024 Bad Check Account	(360.00)
20172094 Accrued Leave & Fringes	64,906.31
20172201 VRS - Deferred Inflow	53,850.00
20172202 VRS - Pension Liability	152,184.68
20172203 GLI Deferred Inflow	3,674.00
20172204 GLI Net Pension Liability	33,058.00
20172804 Virginia State Sales Tax	13.09
20852090 Retainage Payable	7,190.00
30000000 Current Earnings	43,593.51
30000001 Retained Earnings	26,481,497.72
Total Liabilities And Equity:	27,130,768.22

Notes:

All Departments Consolidated.

Winchester Regional Airport Authority
General Ledger Standard Income Report
 For The Period: 7/01/2019 Through: 7/31/2019
 Selected Departments Consolidated

Income

	7/31/2019 MTD	Year-To-Date
40174500 Sale - Fuel	84,697.42	84,697.42
40174502 Sale - Merchandise	194.56	194.56
40174503 Sale - Oil	44.35	44.35
40174600 Rental Income	42,608.23	42,608.23
40174601 Income - Land Leases	1,876.00	1,876.00
40174617 Special Fees	2,147.31	2,147.31
40174618 Facility & Line Service Fees	3,180.00	3,180.00
40174899 Miscellaneous Revenue	1.31	1.31
40174900 Operating Appropriations	13,290.46	13,290.46
Total Income:	148,039.64	148,039.64

Expense

	7/31/2019 MTD	Year-To-Date
54140000 Cost - Fuel	47,661.93	47,661.93
54140002 Cost - Merchandise	148.39	148.39
54140003 Cost - Oil	34.15	34.15
61001000 Salaries	41,865.44	41,865.44
61005001 Overtime Pay	2,991.66	2,991.66
62001000 FICA	3,235.06	3,235.06
62002000 VSRS	4,195.94	4,195.94
62005000 Hospital/Medical Plans	9,975.60	9,975.60
62005001 Retiree Health Ins	814.28	814.28
62006000 Group Life Insurance	561.42	561.42
62008000 Short/Long Disab	118.50	118.50
62011000 Worker's Compensation	1,367.84	1,367.84
63004001 Outside Repairs & Maint Vehicle/Equip	670.89	670.89
63004003 Repair - Blgs & Grounds Outside Repairs	125.00	125.00
63005000 Maintenance Contracts	3,140.64	3,140.64
63010000 Contractual Services	253.87	253.87
65102000 Heating Service	69.37	69.37
65204001 Postage Meter Expense	14.00	14.00
65204002 Telephones/Internet/TV Cable Expense	575.61	575.61
65302000 Fire/Property Insurance	1,038.13	1,038.13
65305000 Motor Vehicle Insurance	508.13	508.13
65307000 Public Officials Liability Ins	43.00	43.00
65308000 General Liability Insurance	1,906.75	1,906.75
65405000 Janitorial Supplies	718.20	718.20
65407000 Repair/Maint Parts & Supplies	682.97	682.97
65408000 Vehicle/Equip - Parts/Supplies	451.47	451.47
65408001 Airport Vehicle Fuel	1,454.32	1,454.32
65413000 Operational Expense	584.79	584.79
65413001 Line Service Equipment	149.65	149.65
65506000 Travel Expenses	105.00	105.00
65801000 Dues & Membership	539.20	539.20
79001000 Lease/Rent Of Equipment	2,189.00	2,189.00
Total Expense:	128,190.20	128,190.20
Net Income:	19,849.44	19,849.44

Run: 8/05/2019
4:21PM

Winchester Regional Airport Authority
General Ledger Standard Income Report
For The Period: 7/01/2019 Through: 7/31/2019
Selected Departments Consolidated

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7/31/2019 MTD

Year-To-Date

Notes: Report Period: 7/01/2019 - 7/31/2019
Selected Departments Consolidated:
(Un-Departmentalized)
WINCHESTER AVIATION

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2019 Through: 7/31/2019
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	(17.50)	0.00	17.50	--.-%	(17.50)	0.00	17.50	--.-%
40174500 Sale - Fuel	83,898.53	84,697.42	798.89	1.0%	83,898.53	84,697.42	798.89	1.0%
40174502 Sale - Merchandise	88.95	194.56	105.61	118.7%	88.95	194.56	105.61	118.7%
40174503 Sale - Oil	135.80	44.35	(91.45)	-67.3%	135.80	44.35	(91.45)	-67.3%
40174600 Rental Income	36,376.00	42,608.23	6,232.23	17.1%	36,376.00	42,608.23	6,232.23	17.1%
40174601 Income - Land Leases	1,804.00	1,876.00	72.00	4.0%	1,804.00	1,876.00	72.00	4.0%
40174617 Special Fees	0.00	2,147.31	2,147.31	--.-%	0.00	2,147.31	2,147.31	--.-%
40174618 Facility & Line Service Fees	4,120.00	3,180.00	(940.00)	-22.8%	4,120.00	3,180.00	(940.00)	-22.8%
40174899 Miscellaneous Revenue	24.81	1.31	(23.50)	-94.7%	24.81	1.31	(23.50)	-94.7%
40174900 Operating Appropriations	13,323.00	13,290.46	(32.54)	-0.2%	13,323.00	13,290.46	(32.54)	-0.2%
Total Income:	139,753.59	148,039.64	8,286.05	5.9%	139,753.59	148,039.64	8,286.05	5.9%

Expense								
54140000 Cost - Fuel	51,998.03	47,661.93	(4,336.10)	-8.3%	51,998.03	47,661.93	(4,336.10)	-8.3%
54140002 Cost - Merchandise	72.09	148.39	76.30	105.8%	72.09	148.39	76.30	105.8%
54140003 Cost - Oil	104.32	34.15	(70.17)	-67.3%	104.32	34.15	(70.17)	-67.3%
61000000 Accrued Salaries	2,815.46	0.00	(2,815.46)	-100.0%	2,815.46	0.00	(2,815.46)	-100.0%
61001000 Salaries	48,046.52	41,865.44	(6,181.08)	-12.9%	48,046.52	41,865.44	(6,181.08)	-12.9%
61005001 Overtime Pay	3,510.72	2,991.66	(519.06)	-14.8%	3,510.72	2,991.66	(519.06)	-14.8%
62000000 Accrued Leave - Fringe Ben	215.37	0.00	(215.37)	-100.0%	215.37	0.00	(215.37)	-100.0%
62001000 FICA	3,831.84	3,235.06	(596.78)	-15.6%	3,831.84	3,235.06	(596.78)	-15.6%
62002000 VSRS	3,626.64	4,195.94	569.30	15.7%	3,626.64	4,195.94	569.30	15.7%
62005000 Hospital/Medical Plans	7,830.88	9,975.60	2,144.72	27.4%	7,830.88	9,975.60	2,144.72	27.4%
62005001 Retiree Health Ins	408.14	814.28	406.14	99.5%	408.14	814.28	406.14	99.5%
62006000 Group Life Insurance	487.62	561.42	73.80	15.1%	487.62	561.42	73.80	15.1%
62008000 Short/Long Disab	35.58	118.50	82.92	233.1%	35.58	118.50	82.92	233.1%
62011000 Worker's Compensation	1,445.46	1,367.84	(77.62)	-5.4%	1,445.46	1,367.84	(77.62)	-5.4%
63002000 Professional Svcs - Other	275.00	0.00	(275.00)	-100.0%	275.00	0.00	(275.00)	-100.0%
63004001 Outside Repairs & Maint Ver	573.19	670.89	97.70	17.0%	573.19	670.89	97.70	17.0%
63004003 Repair - Blgs & Grounds Out	1,104.72	125.00	(979.72)	-88.7%	1,104.72	125.00	(979.72)	-88.7%
63005000 Maintenance Contracts	831.00	3,140.64	2,309.64	277.9%	831.00	3,140.64	2,309.64	277.9%
63007000 Advertising	35.00	0.00	(35.00)	-100.0%	35.00	0.00	(35.00)	-100.0%
63010000 Contractual Services	1,952.20	253.87	(1,698.33)	-87.0%	1,952.20	253.87	(1,698.33)	-87.0%
65101000 Electrical Services	4,841.45	0.00	(4,841.45)	-100.0%	4,841.45	0.00	(4,841.45)	-100.0%

Winchester Regional Airport Authority
General Ledger Two-Year Income Report
For the Current-Year Period: 7/01/2019 Through: 7/31/2019
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	
65102000 Heating Service	86.74	69.37	(17.37)	-20.0%	86.74	69.37	(17.37)	-20.0%
65103000 Water & Sewer Services	384.12	0.00	(384.12)	-100.0%	384.12	0.00	(384.12)	-100.0%
65204001 Postage Meter Expense	5.07	14.00	8.93	176.1%	5.07	14.00	8.93	176.1%
65204002 Telephones/Internet/TV Cabl	602.51	575.61	(26.90)	-4.5%	602.51	575.61	(26.90)	-4.5%
65302000 Fire/Property Insurance	1,022.00	1,038.13	16.13	1.6%	1,022.00	1,038.13	16.13	1.6%
65305000 Motor Vehicle Insurance	510.00	508.13	(1.87)	-0.4%	510.00	508.13	(1.87)	-0.4%
65307000 Public Officials Liability Ins	43.00	43.00	0.00	0.0%	43.00	43.00	0.00	0.0%
65308000 General Liability Insurance	1,541.67	1,906.75	365.08	23.7%	1,541.67	1,906.75	365.08	23.7%
65401000 Office Supplies & Computers	194.65	0.00	(194.65)	-100.0%	194.65	0.00	(194.65)	-100.0%
65405000 Janitorial Supplies	70.59	718.20	647.61	917.4%	70.59	718.20	647.61	917.4%
65407000 Repair/Maint Parts & Supplie	477.57	682.97	205.40	43.0%	477.57	682.97	205.40	43.0%
65407001 State Reimb - Repairs/Maint	347.39	0.00	(347.39)	-100.0%	347.39	0.00	(347.39)	-100.0%
65408000 Vehicle/Equip - Parts/Supplie	363.98	451.47	87.49	24.0%	363.98	451.47	87.49	24.0%
65408001 Airport Vehicle Fuel	1,408.66	1,454.32	45.66	3.2%	1,408.66	1,454.32	45.66	3.2%
65413000 Operational Expense	21.83	584.79	562.96	2578.8%	21.83	584.79	562.96	2578.8%
65413001 Line Service Equipment	0.00	149.65	149.65	--.-%	0.00	149.65	149.65	--.-%
65506000 Travel Expenses	945.00	105.00	(840.00)	-88.9%	945.00	105.00	(840.00)	-88.9%
65801000 Dues & Membership	135.20	539.20	404.00	298.8%	135.20	539.20	404.00	298.8%
79001000 Lease/Rent Of Equipment	2,354.41	2,189.00	(165.41)	-7.0%	2,354.41	2,189.00	(165.41)	-7.0%
79101000 Loan - VRA Bond	667.32	0.00	(667.32)	-100.0%	667.32	0.00	(667.32)	-100.0%
Total Expense:	145,222.94	128,190.20	(17,032.74)	-11.7%	145,222.94	128,190.20	(17,032.74)	-11.7%
Net Income:	(5,469.35)	19,849.44	25,318.79	--.-%	(5,469.35)	19,849.44	25,318.79	--.-%

Notes: Report Period: 7/01/2019 - 7/31/2019
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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00000	004484	BRYAN MICHAEL L	8377-AIRPORT	7/30/2019	Y	4085-081030-3002-000-000-	.00	2,251.50	13367	PROFESSIONAL SERVICES-OTHER	21786
						CHECK TOTAL		2,251.50			
22345	010900	NATIONAL ABATEMENT &	2-18025	7/30/2019	Y	4085-081030-8801-000-172-	.00	8,987.25	13421	TAXIWAY A RELOCATION-PHASE 1 DEMO	21786
						CHECK TOTAL		8,987.25			
00000	011211	CDI INFRASTRUCTURE LLC	1907920016	7/30/2019	Y	4085-081030-8801-000-070-	.00	2,500.00	705295	RELOCATE TAXIWAY A DESIGN&CONS.	21786
						CHECK TOTAL		2,500.00			
						CLASS TOTAL		13,738.75			

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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22406	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4085-081030-8001-000-000-	.00	11,235.07	13338	MACHINERY & EQUIPMENT	21784
						CHECK TOTAL		11,235.07			
						CLASS TOTAL		11,235.07			

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	E3161687	7/30/2019	N	4017-081090-5414-000-000-	.00	18,895.39	13366	MERCHANDISE FOR RESALE	21785
00000	003596	TITAN AVIATION FUELS	R3159459	7/30/2019	N	4017-081090-9001-000-000-	.00	2,100.00	13366	LEASE/RENT OF EQUIPMENT	21785
CHECK TOTAL								20,995.39			
00000	004484	BRYAN MICHAEL L	8375-AIRPORT	7/30/2019	Y	4017-081090-3002-000-000-	.00	1,026.00	13367	PROFESSIONAL SERVICES	21786
00000	004484	BRYAN MICHAEL L	8377-AIRPORT	7/30/2019	Y	4017-081090-3002-000-000-	.00	7,011.00	13367	PROFESSIONAL SERVICES	21786
CHECK TOTAL								8,037.00			
00000	005693	REZIN INC	3893	7/30/2019	Y	4017-081090-3002-000-000-	.00	1,645.00	13377	PROFESSIONAL SERVICES	21786
CHECK TOTAL								1,645.00			
00000	008983	PLASTERS HEATING, A/C &	6499	7/30/2019	Y	4017-081090-3004-000-003-	.00	914.95	13404	REPAIR & MAINTENANCE BLDG.&GROUNDS	21786
CHECK TOTAL								914.95			
00000	011120	FBO PARTNERS LLC	1420	7/30/2019	Y	4017-081090-3010-000-000-	.00	1,500.00	13425	OTHER CONTRACTUAL SERVICES	21786
CHECK TOTAL								1,500.00			
CLASS TOTAL								33,092.34			

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	06/28/2019	7/23/2019	Y	4017-081090-3005-000-000-	.00	252.00	13338	MAINTENANCE SERVICE CONTRACTS	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-3005-000-001-	.00	1,100.00	13338	STATE FUNDED MAINTENANCE CONTRACTS	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-3007-000-000-	.00	424.00	13338	ADVERTISING	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-3010-000-000-	.00	729.50	13338	OTHER CONTRACTUAL SERVICES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-3010-000-000-	.00	253.87	13338	OTHER CONTRACTUAL SERVICES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5101-000-000-	.00	3,957.66	13338	ELECTRICAL SERVICES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5102-000-000-	.00	57.23	13338	HEATING SERVICES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5102-000-000-	.00	28.33	13338	HEATING SERVICES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5102-000-000-	.00	37.07	13338	HEATING SERVICES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5103-000-000-	.00	244.72	13338	WATER & SEWAGE SERVICES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5103-000-000-	.00	52.23	13338	WATER & SEWAGE SERVICES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5103-000-000-	.00	95.18	13338	WATER & SEWAGE SERVICES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5204-000-002-	.00	81.95	13338	TELEPHONE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5204-000-002-	.00	534.57	13338	TELEPHONE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5204-000-002-	.00	81.95	13338	TELEPHONE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5204-000-002-	.00	37.20	13338	TELEPHONE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5401-000-000-	.00	36.46	13338	OFFICE SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5401-000-000-	.00	31.99	13338	OFFICE SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5401-000-000-	.00	21.54	13338	OFFICE SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5407-000-000-	.00	67.52	13338	REPAIR AND MAINTENANCE SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5407-000-000-	.00	13.96	13338	REPAIR AND MAINTENANCE SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5407-000-000-	.00	115.00	13338	REPAIR AND MAINTENANCE SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5407-000-000-	.00	11.70	13338	REPAIR AND MAINTENANCE SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5407-000-000-	.00	7.85	13338	REPAIR AND MAINTENANCE SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5408-000-000-	.00	22.30	13338	VEHICLE AND POWERED EQUIP SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5408-000-000-	.00	11.90	13338	VEHICLE AND POWERED EQUIP SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5408-000-000-	.00	88.90	13338	VEHICLE AND POWERED EQUIP SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5408-000-001-	.00	1,153.09	13338	VEHICLE GAS-AIRPORT USE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5408-000-001-	.00	674.88	13338	VEHICLE GAS-AIRPORT USE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5413-000-000-	.00	78.74	13338	OTHER OPERATING SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5413-000-000-	.00	41.16	13338	OTHER OPERATING SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5413-000-000-	.00	16.88	13338	OTHER OPERATING SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5413-000-000-	.00	80.35	13338	OTHER OPERATING SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5413-000-001-	.00	27.90	13338	LINE SERVICE EQUIPMENT	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5413-000-002-	.00	67.50	13338	SECURITY MATERIALS & SUPPLIES	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5414-000-000-	.00	1,203.00	13338	MERCHANDISE FOR RESALE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5414-000-000-	.00	13.98	13338	MERCHANDISE FOR RESALE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5414-000-000-	.00	13.98	13338	MERCHANDISE FOR RESALE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5414-000-000-	.00	13.98	13338	MERCHANDISE FOR RESALE	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5715-000-000-	.00	177.00	13338	PROMOTIONAL FUND	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5715-000-000-	.00	316.13	13338	PROMOTIONAL FUND	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5715-000-000-	.00	279.67	13338	PROMOTIONAL FUND	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-5715-000-000-	.00	137.97	13338	PROMOTIONAL FUND	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-9001-000-000-	.00	165.41	13338	LEASE/RENT OF EQUIPMENT	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-9001-000-000-	.00	89.00	13338	LEASE/RENT OF EQUIPMENT	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-9001-000-000-	.00	89.00	13338	LEASE/RENT OF EQUIPMENT	21784
00000	007822	BANK OF AMERICA N A	06/28/2019	7/23/2019	Y	4017-081090-9001-000-000-	.00	114.00	13338	LEASE/RENT OF EQUIPMENT	21784
CHECK TOTAL								13,150.20			
CLASS TOTAL								13,150.20			

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	002408	TREASURER OF VA	200000007241	7/16/2019	N	4017-081090-5307-000-000-	.00	516.00	13275	PUBLIC OFFICIALS LIABILITY INS.	21780
						CHECK TOTAL		516.00			
00000	004068	VACORP	63875	7/16/2019	N	4017-081090-5302-000-000-	.00	12,458.00	13282	FIRE INSURANCE	21780
00000	004068	VACORP	63875	7/16/2019	N	4017-081090-5305-000-000-	.00	6,098.00	13282	MOTOR VEHICLE INSURANCE	21780
						CHECK TOTAL		18,556.00			
00000	004447	J & J JANITORIAL &	171721	7/16/2019	Y	4017-081090-3010-000-000-	.00	1,863.33	13283	OTHER CONTRACTUAL SERVICES	21777
						CHECK TOTAL		1,863.33			
00000	005693	REZIN INC	3884	7/16/2019	Y	4017-081090-3002-000-000-	.00	220.00	13297	PROFESSIONAL SERVICES	21777
						CHECK TOTAL		220.00			
00000	011102	THE ARC NORTHERN SHENANDO	JUNE 2019	7/16/2019	Y	4017-081090-5715-000-000-	.00	881.14	13333	PROMOTIONAL FUND	21777
						CHECK TOTAL		881.14			
						CLASS TOTAL		22,036.47			

**Winchester Regional
Airport
Fuel Gallons Sold**

TOTAL GALLONS OF FUEL PRODUCTS SOLD																		Increase/ (Decrease) Over Prior Year	
Fiscal Year	FY 2003	FY 2004	FY 2005	FY 2006	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	Over/ (Short)
July	29,067	29,004	32,148	39,991	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	(761)
August	31,600	30,703	32,205	49,471	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	0	(19,439)
September	31,584	31,070	32,730	47,833	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	0	(14,945)
October	35,137	44,219	42,898	49,156	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	0	(15,493)
November	28,229	36,589	32,256	37,899	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	0	(13,661)
December	22,104	25,514	34,088	32,217	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	0	(10,971)
January	19,881	26,933	34,354	33,370	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	0	(7,379)
February	16,372	36,979	39,873	41,432	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	0	(7,446)
March	24,803	52,501	48,839	55,044	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	0	(10,289)
April	30,834	46,511	56,674	53,708	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	0	(14,410)
May	26,609	40,725	43,364	51,963	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	0	(15,470)
June	25,836	47,148	53,309	50,846	40,219	38,584	35,972	34,248	30,783	21,605	19,214	18,127	11,742	21,351	19,781	20,428	13,253	0	(13,253)
Total	322,055	447,894	482,738	542,931	468,336	467,661	368,366	329,063	321,378	217,142	218,618	180,388	155,414	167,106	176,468	180,246	159,904	16,387	(143,517)

BREAKDOWN BY FUEL TYPE - GALLONS ONLY																						
Fiscal Year	FY 2011		FY 2012		FY 2013		FY 2014		FY 2015		FY 2016		FY 2017		FY 2018		FY 2019		FY 2020		Increase/(Decrease)	
	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	Jet-A	Avgas
July	23,974	7,840	29,620	7,034	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	(1,302)	541
August	15,974	8,350	28,547	5,714	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				
September	20,674	6,901	5,013	1,720	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				
October	23,795	8,828	3,162	2,496	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				
November	18,459	7,734	2,374	2,225	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				
December	14,455	5,013	7,605	2,096	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				
January	19,156	3,952	13,661	2,949	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				
February	18,794	4,297	16,482	2,995	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				
March	22,797	6,797	13,285	3,837	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				
April	18,591	4,708	12,039	4,175	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				
May	24,154	5,353	22,495	6,014	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				
June	23,656	7,127	15,558	6,047	13,245	5,969	11,976	6,151	7,088	4,654	15,519	5,832	14,852	4,929	12,771	7,657	7,855	5,398				
Total	244,479	76,899	169,841	47,301	161,148	57,470	124,682	55,706	103,857	51,557	113,421	53,685	121,545	54,923	128,134	52,112	116,711	43,193	10,970	5,417	(1,302)	541