## **MOJAVE AIR AND SPACE PORT**

#### NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: May 1, 2018
Time: 2:00 p.m.
Location: Board Room
1434 Flightline, Mojave, California

#### **AGENDA**

#### 1. Call to Order

- A. Pledge of Allegiance
- B. Roll Call
- C. Approval of Agenda

#### 2. Community Announcements

Members of the audience may make announcements regarding community events.

#### 3. Consent Agenda

All items on the consent agenda are considered routine and non-controversial, and will be approved by one motion unless a member of the Board, staff, or public requests to move an item to Action Items.

A. Minutes of the Regular Board Meeting on April 17, 2018

#### 4. Action Items

- A. Gomez Grassa Sublease
- B. Kern LAFCO Ballot
- C. Purchase of Fire Dept. Personal Protective Equipment

#### 5. Reports

- A. Financial Report
- B. CEO/GM Report
  - Elevation Fitness
- C. Board Committees
- D. Board of Directors: This portion of the meeting is reserved for board members to comment on items not on the agenda

#### 6. Public Comment on Items Not on the Agenda

Members of the public may make comments to the Board on items not on the agenda.

#### 7. Closed Session

- A. Existing Litigation (Govt Code 54956.9): Roth v. MASP, MASP v. Keller, MASP v. REM Industries
- B. Potential Litigation (Govt Code 549569): one case

#### 8. Closed Session Report

#### Adjournment

This Agenda was posted on April 27, 2018 by Jason.

<u>ADA Notice:</u> Persons desiring disability-related accommodations should contact the District no later than forty-eight hours prior to the meeting. Persons needing an alternative format of the agenda because of a disability should notify the District no later than seventy-two hours prior to the meeting. All inquiries/requests can be made by phone at (661) 824-2433, in person at 1434 Flightline, Mojave, CA, or via email to carrie@mojaeairport.com.

<u>Copy of Records:</u> Copies of public records related to open session items are available at the administrative office of the District at 1434 Flightline, Mojave, CA.

<u>Public Comments:</u> Members of the public may comment on items on the agenda before the Board takes action on that item, or for closed session items, before the Board goes into closed session. Comments on items not on the agenda, and over which the Board has jurisdiction, may be made under "Public Comments on Items not on the Agenda," but the Board may not take action on any issues raised during this time. All comments by members of the public are limited to three minutes.

#### MISSION STATEMENT

FOSTER AND MAINTAIN OUR RECOGNIZED AEROSPACE PRESENCE WITH A
PRINCIPLE FOCUS AS THE WORLD'S PREMIER CIVILIAN AEROSPACE TEST CENTER
WHILE SEEKING COMPATIBLY DIVERSE BUSINESS AND INDUSTRY

## **BOARD OF DIRECTORS**

#### MINUTES OF THE REGULAR MEETING ON APRIL 17, 2018

#### 1. CALL TO ORDER

The meeting was called to order on Tuesday, April 17, 2018, at 2:00 p.m. by President Evans in the Board Room at Mojave Air and Space Port, Mojave, California.

**A. Pledge of Allegiance:** Director Evans led those assembled in the Pledge of Allegiance.

#### B. Roll Call:

Directors present: Allred, Balentine, Deaver, Evans, and Parker

Directors absent: None

Others present: CEO Drees, COO Himes, Director of Administration

Rawlings, and District Counsel Navé

**C. Approval of Agenda:** Upon motion by Director Parker, seconded by Director Deaver, the Board voted unanimously to add item 4.C., Experimental Fly In, as an Action Item that arose subsequent to posting the agenda and requiring immediate action, and to approve the agenda as amended.

#### 2. <u>COMMUNITY ANNOUNCEMENTS</u>

There were no community announcements.

#### 3. CONSENT AGENDA

Upon motion by Director Balentine, seconded by Director Parker, the following Consent Agenda was unanimously approved.

#### A. Minutes of the Regular Board Meeting on March 20, 2018

#### 4. ACTION ITEMS

#### A. Updated Employee Handbook

DOA Rawlings presented the revised Employee Handbook to the Board. Upon motion by Director Deaver, seconded by Director Parker, the Board voted unanimously to approve the Handbook.

#### **B.** Fire Truck Purchase

CEO Drees presented the offer to purchase a fire truck. Upon motion by Director Deaver, seconded by Director Balentine, the Board voted unanimously to approve the purchase of the fire truck in the amount of \$128,000.00.

#### C. Experimental Aircraft Fly-In Fuel Prices

CEO Drees discussed the Experimental Fly-In with the Board. Upon motion by Director Parker, seconded by Director Deaver, the Board voted unanimously to approve a \$0.50 discount for fuel sales.

#### 5. REPORTS

#### A. Financial Report

DOA Rawlings presented the February 2018 financial reports.

#### A. CEO/GM Report

CEO Drees presented the CEO report, and discussed the fitness center and taxiway B project.

#### **B.** Board Committees

There were no committee reports.

#### C. Board of Directors

Director Deaver commented on Plane Crazy Saturday and Belshaw project. Director Parker asked about the Intermediate Space Challenge.

#### 6. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

There were no public comments.

#### 7. CLOSED SESSION

**A. Existing Litigation:** Roth v. MASP; MASP v. Continuous Quality Electric; MASP v. Pontius; MASP v. Keller; MASP v. REM Industries, Inc.; XCOR bankruptcy.

B. Potential Litigation: One case

C. Real Property Negotiations: Stratolaunch

D. Potential Security Threats

#### 8. <u>CLOSED SESSION REPORT</u>

Counsel and the Board discussed the *Roth, Keller, REM, and XCOR* matters, one case of potential litigation, and real property negotiations with Stratolaunch, and a potential threat to security. No action was taken.

#### **ADJOURNMENT**

There being no further business to come be at 3:29 p.m.	efore the Board, the chair adjourned the meeting
ATTEST	David Evans, President
Jimmy R. Balentine, Secretary	



#### **STAFF MEMORANDUM**

TO:

Board of Directors

FROM:

Lynn Johansen

**SUBJECT:** 

Chris Gomez - Philip Grassa - Hangar 942 Consent to Sublease

**MEETING DATE:** May 1, 2018

#### **Background:**

Chris Gomez is the tenant of a T-Hangar 942 and is requesting consent to Sublease his hangar to Philip Grassa. Hangar 942 is a month to month lease.

#### Impacts:

Fiscal:

None

Environmental:

None

Legal:

None

#### **Recommended Action:**

Staff recommends approval of the Consent to Sublease.

#### CONSENT TO SUBLEASE

This Consent to Sublease ("Consent") is made by Mojave Air and Space Port ("Landlord"), Chris Gomez ("Sub-Landlord"), and Philip Grassa ("Sub-Tenant") as of May 2, 2018.

Whereas, Landlord and Sub-Landlord entered into that lease dated April 6, 2018 (the "Master Lease"), for Hangar 942, 17181 Roper Street, Mojave, CA 93501 (the "Premises"); and

Whereas, Sub-Landlord desires to sublease the Premises to Sub-Tenant;

Now, therefore, the parties agree as follows.

- 1. Consent to Sublease. Landlord consents to the Sublease of the Premises between Sub-Landlord and Sub-Tenant, subject to the terms and conditions of this Consent.
  - 2. Scope and Conditions of Consent. It is understood and agreed that:
- (a) Landlord does not consent to or approve of any term, provision, covenant, or condition in the Sublease, and Landlord will not be bound by the Sublease;
- (b) No rights will be granted to Sub-Tenant under the Sublease that are greater than those granted to Sub-Landlord under the Master Lease;
  - (c) The Sublease will be subordinate to the Master Lease and this Landlord's Consent; and
- (d) In the event of any conflict between the terms and provisions of the Master Lease or this Landlord's Consent and the terms and provisions of the Sublease, the terms and provisions of the Master Lease or the Landlord's Consent, as applicable, will prevail.
- 3. Assumption of Sub-Landlord's Obligations. For the benefit of Landlord and Sub-Landlord, Sub-Tenant expressly assumes and agrees to perform and comply with every obligation of Sub-Landlord under the Master Lease applicable to the Sublease Premises, including, without limitation, Sub-Landlord's obligation to indemnify Landlord pursuant to Section 9.4 of the Master Lease. Neither this assumption by Sub-Tenant, the Sublease, nor this Landlord's Consent will release or discharge Sub-Landlord from any liability under the Master Lease, including, without limitation, the payment of rent and other amounts when due under the Master Lease, and Sub-Landlord will remain liable and responsible for the full performance and observance of all the provisions, covenants, and conditions in the Master Lease to be performed and observed by Sub-Landlord. Sub-Landlord will not be released from any liability under the Master Lease because of Landlord's failure to give notice of default under or in respect of any of the terms, covenants, conditions, provisions, or agreements by the Master Lease. Any breach or violation of any provision of the Master Lease by Sub-Landlord or Sub-Tenant, or both, constitutes a default by Sub-Landlord under the Master Lease. Landlord may proceed directly against Sub-Landlord without first exhausting Landlord's remedies against Sub-Tenant, or Landlord may proceed directly against Sub-Tenant without exhausting Landlord's remedies against Sub-Landlord.
- **4. Obligations of Landlord.** Landlord will not be liable for any cost or obligation of any kind arising in connection with the Sublease, including, without limitation, brokerage commissions, improvements to the Sublease Premises, or the security deposit required to be made by Sub-Tenant under the Sublease. Sub-Landlord and Sub-Tenant jointly and severally agree to indemnify, protect, defend, and hold Landlord harmless from all claims, losses, liabilities, costs, and expenses (including attorney's fees) that Landlord may incur as a result of any claim to pay any person or entity any commission, finder's fee,



#### STAFF MEMORANDUM

TO:

Board of Directors

FROM:

Lynn Johansen

SUBJECT:

2018 Kern County Local Agency Formation Commission Special

District Representative Ballot (Kern LAFCO)

**MEETING DATE:** May 1, 2018

#### Background:

The Kern LAFCO is seeking votes from members for the 2018 Special District representative election. The candidates running are:

- Karen Sanders, Eastern Kern County Resource Conservation District
- Russell Williford, Rosamond Community Services District
- Jonathan Hall, Tehachapi Cummings County Water District

The Kern LAFCO is also requesting a yes or no vote on whether MASP would like to continue receiving election notices by certified mail or would like future ballots by email.

Yes – send future ballots by email No – continue sending by certified mail

#### Impacts:

Fiscal: None

Environmental: None

Legal: None

#### Recommended Action:

Select one candidate for the 2018 Kern LAFCO representative and vote to continue to receive the election notices by certified mail.

# KERN COUNTY LOCAL AGENCY FORMATION COMMISSION SPECIAL DISTRICT REPRESENTATIVE BALLOT

PLEASE MARK ONLY ONE: KERN LAFCO COMMISSION CANDIDATES: KAREN SANDERS (EASTERN KERN COUNTY RESOURCE CONSERVATION DISTRICT) RUSSELL WILLIFORD (ROSAMOND COMMUNITY SERVICES DISTRICT) JONATHAN HALL (TEHACHAPI CUMMINGS COUNTY WATER DISTRICT) SIGNATURE DISTRICT PLEASE RETURN COMPLETED BALLOT NO LATER THAN MAY 4, 2018. BALLOTS RECEIVED AFTER MAY 4, 2018 WILL NOT BE COUNTED. State law requires LAFCO elections to be held by certified mail, unless the Special Districts agree to receiving ballots and information electronically. YES, please send all future ballots by email. NO, please continue sending by certified mail. E-Mail Address



**STAFF MEMORANDUM** 

TO: Board of Directors

FROM: John Himes, Director of Operations

SUBJECT: Firefighter Personal Protective Equipment (PPE)

**MEETING DATE:** May 01, 2018

#### Background:

On April 18, 2018, MASP conducted on audit of the following required PPE items- boots, hoods (balaclava), overcoat, over-pants, gloves, respirator, and oxygen cylinders – in accordance with the National Fire Protection Association (NFPA) standards, as adopted by the Federal Aviation Administration (FAA). During the inspection, MASP noted the current PPE items exceed expiration dates, failed integrity standards, or will reach service life within the next few months.

This purchase will replace outdated masks, cylinders, tracking locators; ensure NFPA compliance, and foster, through compatibility, integration with local fire-fighting agencies. Following purchase requests will address protective over garments and daily fire-retardant clothing.

#### Impacts:

Fiscal: \$79,986.53 budgeted dollars.

Environmental: None

Legal: None

#### **Recommended Action:**

Approve the proposal from Fisher Scientific.

Sales Quotation							
*Quote Nbr	Creation Date	Due Date	Page				
8110-1234-59	04/20/2018		1 of 2				
Payment	Terms	Delivery T	erms				
NET 30	DAYS	DEST	T				
Valid	d To	Prepared	Ву				
07/19	/2018	SHIPLEY, CHRISTINE					
Customer	Reference	Sales Representative					
QUO	OTE	EUGENIO FERRERA					
To place an order	Ph: 800-226-4732	Fx: 866-897-9946					
Submit	ted To:	Customer Account:	074813-001				
JUSTIN VINCENT CHRISTINE SHIPLEY@TI 661-221-3893	HERMOFISHER.COM	MOJAVE AIR AND SPACE PORT 1434 FLIGHTLINE MOJAVE CA 93501					



FISHER SAFETY 3970 JOHNS CREEK COURT SUITE 500 SUWANEE GA 30024-1297

Review and Place Order

Please note: This link initiates order review / placement through fishersci.com

## \*Please reference this Quote Number on all correspondence.

Don't have a profile? Register on fishersci.com

For complete Terms and Conditions, please click here.

Nbr	Qty	UN	Catalog Number	Description	Unit Price	Extended Price
1	8	EA	tic Image Assistable This item is	X3 PRO4.5DUALEBBSPAK-TRACKER alog # X3614022205304 being sold as 1 per each talog Number X3614022205304	6,059.44	48,475.52
2	13	EA	Sureseal re Approved w Compatible Vendor Cat This item is	AV-3000 HT KVLR W RGHT BRKT M Scott Safety; AV-3000 HT; Medium; Kevlar; Right bracket; verse-reflex sealing; ANSI Z87.1-2010 impact rated; i/NFPA 1981, 2002, 2007, 2013 edition Air-Pak SCBAs; w/Epic, Epic 3 communication systems alog # 201215-05 being sold as 1 per each talog Number 20121505	291.06	3,783.78
3	3	EA	Control of the Contro	AV-3000 HT KVLR W RGHT BRKT L Scott Safety; AV-3000 HT; Large; Kevlar; Right bracket;	291.06	873.18



Facepiece; Scott Safety; AV-3000 HT; Large; Kevlar; Right bracket; Sureseal reverse-reflex sealing; ANSI Z87.1-2010 impact rated; Approved w/NFPA 1981, 2002, 2007, 2013 edition Air-Pak SCBAs; Compatible w/Epic, Epic 3 communication systems Vendor Catalog # 201215-06
This item is being sold as 1 per each Original Catalog Number 20121506

#### **Sales Quotation**



Quote Nbr	Customer Reference	Page
8110-1234-59	QUOTE	2 of 2

Nbr	Qty	UN	Catalog Number	Description	Unit Price	Extended Price
4	16	EA	1.4.21	erial	910.72	14,571.52
5	16	EA	NIOSH approve Vendor Catalog This item is bei	EPIC3 VOICE AMPLIFIER 1EA a System, Voice Amplifier; Scott Safety; Epic 3; NFPA, ad; Individually wrapped a # 201275-01 and sold as 1 per each g Number 20127501	429.72	6,875.52
				HANDISE TOTAL ed Sales Tax		74,579.52 5,407.01 79,986.53
			Shippin	g and handling fees are calculated at the time of shipm	ent	

#### NOTES:

Returns are subject to manufacturer terms and conditions.

We now offer highly competitive financing with low monthly payments. Please contact your local sales representative for more information.

Tell us about your recent customer service experience by completing a short survey. This should take no longer than three minutes. Enter the link into your browser and enter the passcode: USA-PGH-CS2 <a href="http://survey.medallia.com/fishersci">http://survey.medallia.com/fishersci</a>

### **All Hazard Safety Associates LLC**



Your No. 1 Source for Safety Gear and Services

6428 Wilkinson Blvd., Suite 106, Belmont NC 28018
Phone: 704-491-5252 Fax: 704-631-4820



	1 Holle: 704-451-3232	rax. /04-631-4620			
Prepared		SHIP TO:			
Justin Vinc	ent	TBD		DATE:	4/21/2018
Mojave Airp	port		Quote No.:	QR04211807	
1434 Flightl	ine			CAGE CODE:	505A8
Mojave C	A 93501			TIN:	471733999
				DUNS:	809582765
TERMS	SHIP VIA	F.O.B.		SOLICITAT	TION #
Net 30		Destination	0	pen Request for I	Mojave Airport
ITEM#			QTY	UNIT PRICE	TOTAL
0001	#19-827-945; X3 PRO4.5 Dual EB	BS Pak-Tracker; X3614022205304	8	6,383.00	51,064.00
0002	#19-100-854; AV-3000 HT Kvlr R	GHT Brkt, Sz M; Scott Safety, 201215-05	13	306.50	3,984.50
0003	#19-100-855; AV-3000 HT Kvlr R	GHT Brkt, Sz L; Scott Safety, 201215-06	3	306.50	919.50
0004	#19-003-264A; Cylinder, SCBA, S uswe with Scott Safety Air-Pak 7	cott Safety; w/valve, carbon-fiber; 4500PSI; 30 min, for 5 SCBA; 804721-01	16	959.25	15,348.00
0005	#19-100-875; EPIC3 Voice Ampli	fer; 201275-01	16	452.50	7,240.00
					7,240,00
					-
					-
	Other Co	mments or Special Instructions		SUBTOTAL	\$ 78,556.00
				TAX RATE	
				TAX	\$ -
				OTHER	\$
				TOTAL	\$ 78,556.00
	any questions about this quote, p			Authorized by	Date
Wendy Fish	ner @ 704-491-5252 or email wer	dy.fisher@allhazardsafety.com		Wendy Fisher	

#### **Sales Quotation**

Sales Quotation								
Quote#	Created Date	Valid To	Page					
18040012_1	4/20/2018	5/20/2018	1 of 1					
Payment Terms		Inco Terms						
Net 30		FOB Origin						
Prepared By		Lead Time						
Justin Kung		TBD						
Customer Reference		Shipping Method						
		Fed Ex						
Submitted to		Delivery Address						
JUSTIN VINCENT	TBD Mohave Airport							



#### A Disabled Veteran Owned Small Business

2381 Rosecrans Ave. Suite 110 El Segundo CA, 90245

Phone: (310) 563-3804 Fax: (310) 563-3801

Email: sales@advetage.com

#### JUSTING MOJAVEAIRPORT.COM

#### **Comments or Special Instructions:**

PO#

Line#	item#	Description		Quantity	Price	Sub Total
					21-00	
1	19 827 945	X3 PRO4.5DUALEBB5PA	AK-TRACKER	8	\$6,692.76	\$53,542.08
2	19 100 854	AV-3000 HT KVLR W RG	HT BRKT M	13	\$321.48	\$4,179.29
3	19100855	AV-3000 HT KVLR W RG	IHT BRKT L	3	\$321.48	\$964.45
4	19 003 264A	CYUND W/VLV CARBN	4500P 30M	16	\$1,005.93	\$16,094.94
5	19 100 875	EPIC3 VOICE AMPLIFIER	RIEA	16	\$474.12	\$7,585.92
6						
7						
8						
9						
10						
				Sub Total		\$82,366.68
				Taxes		\$7,824.83
				5hlpping		\$200.00
				Total		\$90,391.51
	ve any questions concer lvetage.com	ning this quotation, contact sales a	it (310) 563-3804 or by e	maìi at		
Acceptan	ice of Purchase					
By signing	g below, you warrant th	at you are an authorized represen	tative of your company			
Signature	e of authorized company	У	Date	Phone:		
Print Nan	ne		Title	Email:		
Order Ty	pe		Please	call with credit card number		
,	20.11					

Credit Card

Check

THANK YOU FOR YOUR BUSINESS!

## Mojave Air & Space Port Treasurer's Report For the month ended March 31,2018

			County		
		General	Treasury	LAIF	Total
Beginning Balance Receipts:	\$	546,911.71	\$ 2,655,622.11	\$ 5,429,603.66	\$ 8,941,696.04
Operating Revenues		970,024.80	-	-	970,024.80
Interest Income Tax Proceeds		29.68 	1,941.47 4,899.77		1,971.15 4,899.77
Total Receipts		970,054.48	6,841.24		976,895.72
Expenditures: Operating Expenses Project Expenses		(729,618.94) 		-	(729,618.94)
Total Expenditures	_	(729,618.94)			(729,618.94)
Transfers:  Between General and County Treasury  Between General and LAIF		-	<u>-</u>	-	<u>-</u>
Total Transfers					
Ending Balance	\$	787,347.25	\$ 2,662,463.35	\$ 5,429,603.66	\$ 9,188,972.82

#### **MOJAVE AIR & SPACE PORT**

## Revenue and Expense by Function For the Nine Months Ending Saturday, March 31, 2018

Excess of

Operating Revenue			Operating Expense							Nonoperating Revenue & Expe			<b>Total Revenue</b>			
	Rents &	Fuel &				-					Operating					over Total
Description	Leases	Services	Other	Total	Fire	Security	Tower	Planning	Maintenance	Total	Income	Administration	Revenue	Expense	Total	Expense
Revenue																
Rents & Leases	3,885,419	-	-	3,885,419	_	-	-	-	-	-	3,885,419	•	-	-	*	3,885,419
Fuel Sales & Services	-	2,244,886	-	2,244,886	-	-	-	-	-	-	2,244,886	-	-	-	-	2,244,886
Other Revenue	-	-	80,590	80,590	_	-	-	-	-	-	80,590	-	(25,117)	-	(25,117)	55,473
Property Taxes	-	-		-	-	-	-	-	-	-	-	-	382,526	-	382,526	382,526
Grants In Aid-Federal/State		-			7.	2		- 2	8	4	-	-	21,170	-	21,170	21,170
Interest Income	-		-	-	-		-	-					44,312		44,312	44,312
Total Revenue	3,885,419	2,244,886	80,590	6,210,895	-		-		-	-	6,210,895		422,891		422,891	6,633,786
Cost and Expense																
Cost of Fuel and Lubricants Sold		1,350,233	-	1,350,233	-	-	-	-	-	-	1,350,233	1,553	-	-		1,351,786
Salaries & Benefits	_	324,537	_	324,537	287,772	147,883	-	102,670	329,875	868,199	1,192,736	1,020,390	-	-	-	2,213,125
Supplies	_	4,427	_	4,427	9,210	3,777	773	964	50,363	65,087	69,514	74,019	-	-	-	143,532
Communications	_	499	-	499	28		-	-	28	55	554	52,124	-	-	-	52,678
Training	_		_	-	1,532	1,885	-	-	185	3,602	3,602	1,930	-	-		5,532
Permits & Fees	_	3,000	_	3,000	-	,	-	156	2,388	2,543	5,544	7,319	-	-	-	12,863
Repairs & Maintenance	120,413	11,540	_	131,953	20,854	6,265	35,753		230,378	293,250	425,204	59,979	-	-	-	485,182
Outside Services	105	2,219	_	2,324	1,691	249,345	189,098	234,571	92,758	767,463	769,787	346,782	-	-	-	1,116,570
Travel		-	-	, -	1,144	2,004		-	796	3,943	3,943	34,990	-	~	-	38,933
Dues & Subscriptions	_	-	_		· -	-	-	-	-	-	-	53,104	-	-	-	53,104
Insurance	_	_	_	_	47	€		-	-	-	-	191,091	-	-	-	191,091
Marketing	_	_		-	-	-	-	-	-	-	-	40,607	-	-	-	40,607
Rent Expense		25,611	-	25,611	_	-	-	-	63,267	63,267	88,878	-	-	-	-	88,878
Utilities	_	,	_	-	-	-	-	-	-	-	-	234,045	-	-	-	234,045
Miscellaneous	-	_	_	_	-	26		52	625	651	651	2,914	-	-	-	3,565
Expense Reimbursements	_	(1,293)	_	(1,293)	(54,857)	(17,963)	(10,523)	-	(1,037)	(84,381)	(85,673)	(2,487)	-	-		(88,161)
FAA Projects	_	-	-		-	-	-	-		-	-					31,966
Total Cost and Expense	120,518	1,720,774	-	1,841,292	267,373	393,221	215,101	338,361	769,625	1,983,680	3,824,972	2,118,358			-	5,975,297
Total Excess of Revenue over Expense	3,764,901	524,112	80,590	4,369,603	(267,373)	(393,221)	(215,101)	(338,361)	(769,625)	(1,983,680)	2,385,923	(2,118,358)	422,891		422,891	658,490
Reserve Designations																266,244
Infrastructure Projects	-	-	-	-	-	2	-	-	-	-	-	-	•	-	550	453,165
Property Investments	-		-	-	-	-	-	-	-	-	-	-	-	-		96,399
Equipment																
<b>Total Reserve Designations</b>			-	-	-	~	-	-	-	-	-	•	-	•		815,808

## Mojave Air & Space Port Fuel Inventory Report

#### March 2018

JET A		
Beginning Inventory		76,504
Gallons Delivered		
Gallons Purchased		70,502
Defuels		-
Total Gallons Delivered		70,502
Gallons Pumped		
Gallons Sold		64,455
Refuels		-
Tank farm/Line truck sumps	6	60
Delivery Samples		45
Total Gallons Pumped		64,560
Ending Inventory		82,446
Physical Check		83,219
Inventory Value at	2.47	\$205,332.96

	AVGAS		
Beginning Inventory Gallons Delivered			13,698
	Gallons Purchased		3,983
Gallons Pumped	Gallons Sold		3,308
	Tank farm/Line truck sumps Delivery Samples		5 5
	Total Gallons Pumped		3,318
Ending Inventory			14,363
Physical Check			14,526
Inventory Value at		4.37	\$63,478.62

LUBRICANTS	
Beginning Inventory	293
Quarts Purchased	0
Quarts Sold	2
Ending Inventory	291
Physical Check	291
Aeroshell 100; 100W; 15/50 Multi 89 @ \$5.62; 87 @ \$6.02; 115 @ \$6.68	\$1,792.12

PRIST	
Beginning Inventory	117
Cans Purchased	0
Cans Sold	0
Ending Inventory	117
Physical Check - Cans	117
Physical Check - Bulk	10.8
117 CANS @ \$7.40; 9.8 (5) Gallons @ 120.15	\$2,043.27

UNLEADED FUEL											
Beginning Inventory	697.0										
Gallons Purchased	652.0										
Gallons Used	519.0										
Ending Inventory	830.0										
Physical Check	780.0										
Inventory Value at \$3.27	\$2,550.60										

	DIESEL FUEL	
Beginning Inventory		624.0
Gallons Purchased		470.0
Gallons Used		112.0
Ending Inventory		982.0
Physical Check		957.0
Inventory Value at	\$2.72	\$2,603.04

\$277,800.61

March Gallons Sold Year to Date 67,763 588,432

#### Mojave Air & Space Port

#### **Customers Over 90 Days Past Due**

	1-30 Days	31-60 Days	61-90 Days	90+ Days	TOTAL	1
Continuous Quality Industrial	185.57	181.13	182.39	2,830.56	3,379.65	
Nancy Keller	61.50	318.24	601.21	5,434.14	6,415.09	Vaca
REM	0.00	2,149.25	2,149.95	19,163.64	23,462.84	Vaca
Masten	9,223.56	9,209.74	9,106.00	1,473.87	29,013.17	Payment made \$9,106.00
TOTALS	9,470.63	11,858.36	12,039.55	28,902.21	62,270.75	
Aged AR as of 04/25/2018	398,353.85	35,887.37	75,161.80	28,902.21	538,305.23	

#### Comments

Vacating property - Working with legal
Vacated Property - Working with legal on collections
Vacated Property - Working with legal on collections
ayment made \$9,106.00 on 4/25- Working with tenant on next payment

#### MASP Fitness Center Elevation

	January	February	March	April		May		June		July	p	ugust	Si	eptember		October	No	vember	D	ecember
Total Income Total Expenses			\$ 10,690.03 \$ 19,177.60		Ψ.	- - =======	\$ \$ ==	-	\$ \$ ==	-	\$	- - ======	\$ \$ = ==:	*	\$ \$ ==	- -	\$ \$ ===	-	\$	-
Net Income	\$ (9,564.40)	\$ (9,298.52)	\$ (8,487.57)	\$ -	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$		\$	-
MEMBERSHIPS	569	579	477		0		D	c	)	c	)		0	o		0		C	)	0
New Members	43	31	34		0		D	C		C			0	0		0		C		0
Cancelled Members Net Change	-36 7	-21 10			0		D D	C		0			0	0		0		C		0

Notes for board:

In March they have removed several members that did not renew their corporate, so the membership figure are paying members.



#### **CEO REPORT**

TO:

MASP Board of Directors

FROM:

Karina Drees

**MEETING DATE:** 

May 1, 2018

#### **Updates**

- Lynn is conducting an audit of some old leases and the Board may see some increased requests for lease renewal in the coming months.
- I may be attending a commercial space hearing in Sacramento in early May. The initiative is being championed by the 66<sup>th</sup> assembly district and they are looking for input from industry.
- We are working on the budget for FY 18-19 and anticipate bringing a budget to the Board on June 5 for consideration.

#### **Discussion Items**

Angela Nichols from Elevation Fitness will provide an update after their first year of operations and discuss some options for the second year.

#### **Authorized Payments**

DATE

AMOUNT

EFT'S

TOTAL

CEO CHECK REGISTER

4/19/18 135,626.43 200,771.08 336,397.51

VOIDED Check

56724

Date:

Thursday, April 19, 2018

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User:

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Mojave Air & Space Port

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EKAD Company:

Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Disco Ta		unt aid
Company:	EKAI	)									
Acct / Sub: 056712	101000 CK	4/19/2018	1200 0109 AT&T	10-18	040482	VO	7134122793/0418	4/7/2018	(	0.00 127.4	41
056712	СК	4/19/2018	0109 AT&T	10-18	040489	VO	8123831139/0418	4/7/2018	(	0.00 127.4	41
									Check Total	254.8	
056713	CK	4/19/2018	0158 Ameripride Uniform Services	10-18	040474	VO	2100676421/0418	4/13/2018	(	0.00 68.0	06
056713	СК	4/19/2018	0158 Ameripride Uniform Services	10-18	040475	VO	2100676420/0418	4/13/2018	(	.00 199.8	85
056714	СК	4/19/2018	0283 Bryght Young Things Films, LL	10-18 C	040471	VO	REFUND/FILM	4/16/2018	Check Total	.00 267.9	
056715	СК	4/19/2018	0284 Michael L. Brouse	10-18	040518	VO	APRIL 2018	4/12/2018	C	0.00 2,225.0	00
056716	СК	4/19/2018	0348 Clancy JG International	10-18	040456	VO	1015189/0318	3/31/2018	C	.00 19,808.3	34
056717	СК	4/19/2018	0396 CDW Government	10-18	040479	VO	MJF2378	4/10/2018	(	1,153.6	60
056717	CK	4/19/2018	0396 CDW Government	10-18	040480	VO	MGW7833	4/3/2018	(	2,312.	
056718	СК	4/19/2018	0518 Elevation Corp. Health, LLC	10-18	040449	VO	6053/0318	3/31/2018	Check Total	3,465.7 0.00 8,487.5	
056719	СК	4/19/2018	0615 Federal Express	10-18	040477	VO	614232452	4/6/2018	(	0.00 15.7	76
056719	СК	4/19/2018	0615 Federal Express	10-18	040481	VO	615028236	4/13/2018	(	0.00 20.2	22
056720	СК	4/19/2018	0740 Global ARFF Services	10-18	040498	VO	0418	4/18/2018	Check Total	35.9 0.00 32,000.0	
056721	СК	4/19/2018	0803 Hansen Enterprises	10-18	040454	VO		4/11/2018	(	0.00 400.0	00

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discoun Take	
056722	СК	4/19/2018	0866 Home Depot	10-18	040457	VO	07610417/0318 .	3/30/2018	0.00	1,769.71
056723	СК	4/19/2018	1005 Pacific Telemanagement Svcs.	10-18	040469	VO	980360/0518	4/3/2018	0.00	53.00
056724	СК	4/19/2018	1154 Kieffe & Sons Ford	10-18	040505	VO	34145/0418	4/17/2018	0.0	55.17
056724	СК	4/19/2018	1154 Kieffe & Sons Ford	10-18	040513	VO	34173/0418	4/18/2018	0.0	55.17
056724	СК	4/19/2018	1154 Kieffe & Sons Ford	10-18	040514	VO	33909/0418	4/9/2018	0.0	142.50
056725	СК	4/19/2018	1200	10-18	040455	VO	WE 4/1/18	4/1/2018	Check Total 0.00	<b>252.84</b> 1,050.00
056725	СК	4/19/2018	L & L Construction	10-18	040483	VO	WE 4-8-18	4/8/2018	0.0	1,050.00
056726	CK	4/19/2018	L & L Construction  1254 Lincoln Nat'l Life Ins. Co.	10-18	040495	VO	0518	4/10/2018	Check Total 0.00	<b>2,100.00</b> 680.16
056727	СК	4/19/2018	1347	10-18	040450	VO	18-2029	3/30/2018	0.06	2,464.00
056727	СК	4/19/2018	Miller Equipment Company 1347	10-18	040451	VO	18-2030	3/30/2018	0.00	2,684.00
056727	СК	4/19/2018	Miller Equipment Company 1347 Miller Equipment Company	10-18	040452	VO	18-2031	3/30/2018	0.00	4,928.00
056728	СК	4/19/2018	1372 Mojave Public Utility District	10-18	040502	VO	03181/0318	4/18/2018	Check Total 0.00	<b>10,076.00</b> 3,725.89
056729	СК	4/19/2018	1373 Mojave Public Utility District / V	10-18 Vater Tests	040501	VO	03182/0318	4/18/2018	0.00	157.50
056730	СК	4/19/2018	1380 Mojave Tires and Repair	10-18	040515	VO		4/19/2018	0.00	40.00
056731	СК	4/19/2018	1436 Porter Concrete Construction	10-18	040486	VO	4353	4/6/2018	0.00	2,362.00

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
056732	СК	4/19/2018	1639 ProActive Work Health Service	10-18 s	040485	VO	1141-43611	4/11/2018	0.00	70.00
056733	СК	4/19/2018	1800 RSI Petroleum	10-18	040487	VO	0316956	4/10/2018	0.00	1,620.19
056734	СК	4/19/2018	1803 Race Telecommunications, Inc	10-18	040470	VO	RC166380	4/1/2018	0.00	2,637.75
056735	СК	4/19/2018	1880	10-18	040516	VO	0218/FAA	2/28/2018	0.00	6,360.00
056735	СК	4/19/2018	David Russell 1880 David Russell	10-18	040517	VO	0218/GEN CONS	2/28/2018	0.00	3,240.00
056736	СК	4/19/2018	1917 San Bernardino Regional Eme	10-18 ergency Training (	040512 Center	VO	17-240	Ch 4/17/2018	eck Total 0.00	<b>9,600.00</b> 1,250.00
056737	СК	4/19/2018	1944 Scaled Composites	10-18	040472	VO	107733/0917	4/16/2018	0.00	833.34
056738	СК	4/19/2018	1944 Scaled Composites	10-18	040473	VO	109992/0218	4/16/2018	0.00	833.33
056739	СК	4/19/2018	1952 So. Calif. Edison	10-18	040458	VO	2025279670/0318	4/7/2018	0.00	9,531.00
056740	СК	4/19/2018	2005 Super Sweep, LLC	10-18	040476	VO	572	4/11/2018	0.00	1,895.00
056741	СК	4/19/2018	2006 Sierra Rail Services, LLC	10-18	040465	VO	181201/0118	1/14/2018	0.00	492.20
056742	СК	4/19/2018	2044 Securitas Security Services US	10-18 6A, Inc	040493	VO	W6014263	4/5/2018	0.00	12,664.89
056743	СК	4/19/2018	2114 2Brothers Mobile Detailing	10-18	040519	VO	708/0218	2/9/2018	0.00	220.00
056744	СК	4/19/2018	2136 UNUM LIFE INSURANCE	10-18	040494	VO	0518	4/9/2018	0.00	1,754.86

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
056745	СК	4/19/2018	2249 Wahlstrom & Associates	10-18	040500	VO	0255/0218	4/9/2018	0.00	3,000.00
056746	СК	4/19/2018	2374	10-18	040508	VO	0917	4/17/2018	0.00	55.13
056746	CK	4/19/2018	Xerox Corporation 2374	10-18	040509	VO	1117	4/17/2018	0.00	3.54
056746	CK	4/19/2018	Xerox Corporation 2374	10-18	040510	VO	0117	4/17/2018	0.00	44.48
056746	СК	4/19/2018	Xerox Corporation 2374	10-18	040511	VO	0218	4/17/2018	0.00	55.13
056747	СК	4/19/2018	Xerox Corporation 3030 Valenzuela, Sonia	10-18	040503	VO	4/10/18	Check Total 4/10/2018	0.00	<b>158.28</b> 144.00
056748	СК	4/19/2018	3864 Rawlings~Carrie	10-18	040507	VO	0418	4/18/2018	0.00	380.00
056749	СК	4/19/2018	4000 Fang D.D.S.~Ted Y. T.	10-18	040506	VO	4-9-18	4/9/2018	0.00	159.00
056750	СК	4/19/2018	4016 Terry Allred	10-18	040499	VO	0218/T Allred	4/18/2018	0.00	64.80
056751	CK	4/19/2018	4231 Christina Scott	10-18	040504	VO	0418	4/10/2018	0.00	143.00
Check Count:		40		Check Type Regular Hand Electronic Payment Void Stub Zero Mask Total:		40 0 0 0 0 0 0 0	Amount Paid 135,626.43 0.00 0.00 0.00 0.00 0.00 0.00 135,626.43	Acct Sub Total:		135,626.43
					Company Dis	sc Total	0.00	Company Total		135,626.43

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Check Nbr

Check Check Type Date

Vendor ID Vendor Name

Period To Post Closed Nbr

Ref

Invoice Doc Type Number Invoice Date

Discount Taken

Amount Paid

#### **Electronic Fund Transfers** April 5 through April 12, 2018

DATE			AMOUNT
4/5/2018	3100 CALPERS 1946207465	4/05/18 TRACE #-122000496055830	2,839.31
4/5/2018	3100 CALPERS 1946207465	04/05/18 TRACE #-122000496055832	789.96
4/5/2018	3100 CALPERS 1946207465	04/05/18 TRACE #-122000496055834	5,802.79
4/5/2018	GARNISH PAYCHEX CGS 1161124166	04/05/18 TRACE #-021000026842558	92.30
4/5/2018	INVESTMENT BFDS 943111333	04/05/18 TRACE #-011000028920257	245.15
4/5/2018	INVESTMENT BFDS 943111333	04/05/18 TRACE #-011000028920258	692.30
4/5/2018	PAYROLL PAYCHEX 1161124166	04/05/18 TRACE #-043000095495948	46,378.74
4/6/2018	INVOICE PAYCHEX EIB 1161124166	04/06/18 TRACE #-021000028671033	204.25
4/6/2018	TAXES PAYCHEX TPS 1161124166	04/06/18 TRACE #-091000010023102	9,643.06
4/10/2018	EFT Transfer AVFUEL3252 9382073252	04/10/18 TRACE #-072000093961661	18,490.89
4/11/2018	EFT Transfer AVFUEL3252 9382073252	04/11/18 TRACE #-072000095035623	19,329.59
4/12/2018	ACH PMT AMEX EPAYMENT 0005000008	04/12/18 TRACE #-091000013197049	10,608.32
4/12/2018	ACH PMT AMEX EPAYMENT 0005000008	04/12/18 TRACE #-091000013202267	9,031.38
4/12/2018	WIRE TRANSFER FEE		15.00
	TOTAL		124,163.04

Date:

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Mojave Air & Space Port

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**EKAD** Company:

Check Nbr

Check Check Type Date

Vendor ID Vendor Name

Period To Post Closed Nbr

Ref

Invoice Doc Type Number Invoice Date

Discount Taken **Amount** Paid

#### **Electronic Fund Transfers** April 13 through April 19, 2018

DATE			AMOUNT
4/13/2018	EFT Transfer AVFUEL3252 9382073252	04/13/18 TRACE #-072000097199607	290.05
4/13/2018	HRS PMT PAYCHEX-HRS 2555124166	04/13/18 TRACE #-021000020021667	156.00
4/16/2018	BOE E-FILE BOARDEQUALIZATIO 1282531033	04/16/180 TRACE #-122000496343377	1,490.00
4/16/2018	BOE E-FILE BOARDEQUALIZATIO 1282531033	04/16/180 TRACE #-122000496352322	10,817.00
4/17/2018	3100 CALPERS 1946207465	04/17/18 TRACE #-122000498341248	5,802.79
4/17/2018	3100 CALPERS 1946207465	04/17/18 TRACE #-122000498341336	2,839.31
4/17/2018	3100 CALPERS 1946207465	04/17/18 TRACE #-122000498341338	1,289.45
4/17/2018	BOE E-PAY BOESPECIALTAXFEE 1282435088	04/17/18E TRACE #-122000498090903	350.00
4/18/2018	INVESTMENT BFDS 943111333	04/18/18 TRACE #-011000020928457	245.15
4/18/2018	INVESTMENT BFDS 943111333	04/18/18 TRACE #-011000020928458	692.30
4/19/2018	GARNISH PAYCHEX CGS 1161124166	04/19/18 TRACE #-043000091660740	92.30
4/19/2018	PAYROLL PAYCHEX - RCX 1161124166	04/19/18 TRACE #-111000028354446	52,543.69
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	TOTAL		76,608.04