### REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE MOJAVE AIR AND SPACE PORT

Administration Building May 19, 2015 2:00 o'clock p.m.

#### AGENDA

Call to Order

Pledge of Allegiance

Roll Call

#### 1. Approval of Agenda

#### 2. Consent Agenda

All items on the consent agenda are considered routine and non-controversial and will be approved by one motion if no member of the Board, staff or public wishes to comment or ask questions.

A) Minutes of May 5, 2015

#### 3. Business Items

- A) Check Register 05/13/15
- B) Financial Reports
- C) Approval of Resolution relating to Compensation

#### 4. Reports/Announcements

- A) Community: Members of the audience may address the Board on items of a community nature.
- B) Board Committees
- C) CEO/GM Report
  - 1. All Weather, Inc: AWOS Maintenance NTE \$13,292.00
- **D)** Board of Directors: This portion of the meeting is reserved for board members to address items not on the agenda

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

This portion of the meeting is reserved for persons desiring to address the Board of Directors on any matter not on the agenda, and over which MASP has jurisdiction. Time is limited to 3 minutes. The Board of Directors can take no action on your presentation. Any person desiring to speak on an agenda item will be given an opportunity to do so prior to the Board of Directors taking action on the item.

#### 6. Closed Session

- 1. Potential Litigation per Government Code Section 54956.9 Claim of Flight Test Associates Bankruptcy Estate
- 2. Government Code Section 54957 Personnel Appointment: CEO

#### 7. Closed Session Report

Adjournment

This Agenda was posted on May 14, 2015

By: Debbie

Persons desiring disability-related accommodations should contact the Clerk of the Board no later than ten days prior to the need for the accommodation. A copy of any writing that is a public record relating to an open session of this meeting is available to the public in the office of the Clerk of the Board.

#### 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

#### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF MOJAVE AIR AND SPACE PORT May 5, 2015

The Board of Directors of the Mojave Air and Space Port duly met for a Regular Meeting at the District Offices in the Administration Building at Mojave Airport, Mojave, California, at the hour of 2:00 o'clock p.m. on Tuesday, May 5, 2015.

The Clerk called the roll and the following Directors were present: Balentine, Deaver, Evans, Painter and Peterson. Also present were the District's Chief Executive Officer, Stuart Witt and District's Counsel, Scott Nave on telecom.

President Peterson presented the Agenda. Upon motion by Director Evans, seconded by Director Deaver and unanimously carried, it was:

**RESOLVED:** That the Agenda be approved as submitted.

#### **CONSENT AGENDA**

President Peterson presented the Consent Agenda. Upon motion by Director Evans, seconded by Director Deaver and unanimously carried, Consent Agenda was approved as submitted.

#### 2A) Minutes of Special Meeting April 28, 2015

**RESOLVED:** That the Minutes of the Special Meeting of April 28, 2015 be approved as submitted and further reading thereof be waived.

#### **BUSINESS ITEMS**

#### 3A) Check Register 04/29/15

President Peterson presented the General Fund Check Register for April 29, 2015

with the schedule of electronic fund transfers delineated below.

#### SCHEDULED ELECTRONIC FUND TRANSFERS

AV Fuel	05/07/15	\$ 20,882.83
AV Fuel	05/10/15	\$ 37.63
AV Fuel	05/12/15	\$ 698.75

Upon motion by Director Deaver, seconded by Director Evans and unanimously carried, it was:

**RESOLVED:** That Board approve check numbers 053229 through 053251 in the amount of \$35,023.44 and Electronic Fund Transfer payments in the amount of \$21,619.21 for a total of \$56,642.65.

#### Reports/Announcements

#### 4A) Community

None

#### 4B) Board Committees

None

#### 4C) CEO/GM Report

None

#### 4D) Board of Directors

Director Deaver announced that on May 16<sup>th</sup> the Mojave Transportation Museum will be sponsoring both "Plane and Train" Crazy Saturday between the hours of 10:00 a.m. to

2:00 p.m. Mike Massee is scheduled as guest speaker and will give a presentation on his collection of railroad photography in the MASP Board room at 11:00 a.m. Mike Massee will discuss re-creating the 19<sup>th</sup> century in the 21<sup>st</sup> century at The Nevada Northern Railway. The Nevada Northern is a National Historic Landmark specific in authenticity unmatched anywhere else and an ideal place where railroad enthusiasts can obtain a variety of shots with original yard facilities, freight trains and miles of beautiful wide open mainline to use as a backdrop in the excursion world.

Mojave Marathon –Deputy General Manager Drees announced that the Mojave Marathon will also be taking place on Saturday, May 16<sup>th</sup>. DGM Drees stated that MASP will be used as a staging area for the event and the marathon will begin and end here. The Mojave Marathon was inaugurated in 2012 when Julia Tizard, Virgin Galactic's Director of Operations, discussed the idea with The Spaceship Company's Chief Engineer, Scott Ostrem who collaborated with her to design the route of the first Mojave Marathon that year and who strives to enforce the goal of their mission to bring energy, spirit and verve to the local community with a fun filled day of running promoting the beauty of the desert and benefits of an active lifestyle.

President Peterson shared with the Board that Steve Lewis and Craig Millard from the National Test Pilot School created a "Virtual Tour" and a "Driving Tour" of MASP. The goal is to allow anyone to view MASP from their computer or cell phone. Points of interest can be viewed on a cell phone which allows the user to traverse MASP with photos and associated links to websites for more detailed information at each location. President Peterson reviewed the various points of interest that a motorist can view. Point 1 is located next to the Convair 990 as you enter onto Airport Blvd, Point 2 is at the Event Center and Incotec, Point 3 is next to the animal shelter where you can view the Virgin Galactic, Stratolaunch and Northrop Grumman hangars, Point 4 is adjacent to the L1011 where you can view the boneyard and tower, Point 5 is next to the National Test Pilot School, Point 6 is at the MASP Administration building and the narrative on the website describes the Voyager Restaurant, Rotary Rocket, Scaled Composites, Voyager Aircraft, etc., Point 7 is near Masten and Scaled Composites, Point 8 has a view of the rail yard and wind energy components staging area and Point 9 is located

off Highway 14 with a vantage point of MASP from a distance and some of the rocket launch sites. President Peterson indicated that he would like to turn the website over to MASP if the Board is interested. CEO Witt commented that he would like to see a further vetting of the content to ensure there are no conflicts with tenant contract agreements relating to photos taken in their specific leased areas such as the boneyard.

**CLOSED SESSION** 

Board adjourned to Closed Session per Government Code Section 54956.9 to discuss existing litigation (Claim of Flight Test Associates Bankruptcy Estate) and Government Code Section 54957 (Personnel Appointment: CEO).

**CLOSED SESSION REPORT** 

In closed session, Counsel and the Board discussed the FTA litigation and the Board discussed the appointment of a new CEO. No action was taken and no other items were discussed.

**ADJOURNMENT** 

There being no further business to come before the Board, the chair adjourned the meeting at 3:30 p.m.

**RESOLVED:** That the regular meeting of May 5, 2015 be and the same is hereby adjourned.

ATTEST:	President	
Secretary		
(SEAL)		

Date: Time:	Wednesday 10:30AM	Wednesday, May 13, 2015 10:30AM		Moj	Mojave Air & Space Port	pace	Port		Page: Report:	1 of 5 03630.rpt
User:	LCALICA			Ch Periods: 1	Check Register - Standard Periods: 11-15 Through 12-15 As of: 5/13/2015	- Stanc	<u>lard</u> f: 5/13/2015		Company:	EKAD
Check Nbr	Check Type	ck Check e Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	<b>Discount</b> <b>Taken</b>	Amount Paid
<b>Company:</b> Acct / Sub: 053253	<b>y: EKAD</b> : 101000 CK	<b>AD</b> 0 5/19/2015	1200 0139 All Westher Inc	1-15	033773	0/	Q/00116367	5/11/2015	0.00	13,292.00
AWOS	AWOS Improvement	nent	All VVdaulei, ii.c							
053254	Š	5/19/2015	0158	11-15	033747	9	2100438012	5/1/2015	0.00	207.67
053254	Š	5/19/2015	Amenpride Onliorm Services 0158	11-15	033748	0/	2100438008	5/1/2015	0.00	71.95
053254	Š	5/19/2015	Ameripride Uniform Services 0158	11-15	033749	0/	2100439564	5/8/2015	0.00	173.17
053254	Š	5/19/2015	Ameripride Uniformi Services 0158	11-15	033750	0/	2100439559	5/8/2015	0.00	57.45
Uniform Svc.	n Svc.		Ameripride Uniform Services					Check Total		510.24
053255 Security Svc.	OK SVC.	ς 5/19/2015	0173 Allied Security Holdings LLC	11-15	033726	0	6097832	4/30/2015	0.00	5,336.48
053256	Š	( 5/19/2015	0234	11-15	033711	0	1457628	4/27/2015	0.00	81.34
Gift Sh	Gift Shop/Maps & Charts	& Charts	סמואמוו							
053257	Š	ζ 5/19/2015	0249	11-15	033712	9	2520068/APR	4/30/2015	00.00	200.58
Refuse	Svc.									
053258	Š	< 5/19/2015	0284	11-15	033729	9	MAR 30,31,APR 4	4/4/2015	0.00	1,900.00
053258	Š	< 5/19/2015	Michael L. Brouse 0284	11-15	033730	0	APR 21,2015	4/25/2015	00.00	1,100.00
053258	Š	< 5/19/2015	Michael L. Brouse 0284	11-15	033751	0	4/29 & 5/1,2015	5/2/2015	00.00	1,375.00
053258	Š	< 5/19/2015	Michael L. Brouse 0284 Michael L. Brouse	11-15	033770	0	MAY 5, 2015	5/9/2015	0.00	1,150.00
Accon	Accounting Consultant	sultant						Check Total		5,525.00

Date: We Time: 10:	Wednesday, 10:30AM	Wednesday, May 13, 2015 10:30AM		Moj	Mojave Air & Space Port	pace	Port		Page: Report:	1 of 5 03630.rpt
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053259 CK Employee Benefit	CK Benefit	5/19/2015	0380 Colorado Technical University	11-15	033783	9	13803713-1502A	5/5/2015	0.00	1,300.00
053260 CK 5/1 Telecommunications	CK nunicati	5/19/2015 ions	0422 Direct TV	11-15	033731	9	25666044568	4/25/2015	00.00	36.15
053261 CK 5/19 Maintenance/Propane	CK nce/Pro	5/19/2015 pane	0430 Desert Truck Service, Inc.	11-15	033752	9	1308218	5/7/2015	0.00	15.02
053262 CK Admin/Coffee Svc.	OK Office Svo	5/19/2015 <b>C.</b>	0605 Farmer Brothers Company	11-15	033784	9	62576696 SO	5/12/2015	0.00	15.16
053263 CK 5/19 Fire Extinguisher Svo.	CK <b>iguisher</b>	5/19/2015 - <b>SVC.</b>	0625 Fire Ace Inc.	11-15	033728	9	19212	4/29/2015	0.00	130.00
053264 <b>Hangar 7</b> 9	CK <u>9/<b>April 2</b></u>	053264 CK 5/19/2015 0751 The G <b>Hangar 79/April 2015 Investor Pmt.</b>	0751 The Gibbons Family LLc or Pmt.	11-15	033780	9	APR 2015/INVEST	4/30/2015	0.00	4,516.35
053265 <b>Maintena</b>	CK nce/Fue	053265 CK 5/19/2015 0773 Graing Maintenance/Fuel Tank Farm Parts	0773 Grainger 1 <b>Parts</b>	11-15	033738	0	9727697717	4/28/2015	0.00	58.39

Date: Time:	Wednesday,	Wednesday, May 13, 2015		Moj	Mojave Air & Space Port	pace	Port		Page: Report:	1 of 5 03630.rpt
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053266	Š	5/19/2015	0835 Lick Poort Wissland Broadhan	11-15	033715	0/	30485/4-2015	5/4/2015	0.00	2,500.00
053266	Š	5/19/2015	nigh Desert Wireless Broadband 0835 Ligh Desert Wireless Broadband	11-15	033753	0	30486	5/4/2015	0.00	188.13
Teleco	Telecommunications	ions	TIGHT Desert velleress Droadbar	2				Check Total		2,688.13
053267	OK OK	053267 CK 5/19/2015 0842 J. Hite	0842 J. Hitchcock Riverwest Fam Ptr	11-15	033781	0	APR 2015/INVEST	4/30/2015	0.00	3,010.90
053268	Y S	5/19/2015	0866 The Home Depot Credit Plan	11-15	033778	0>	APRIL 2015	4/29/2015	0.00	46.17
<u>Mainte</u> 053269	cK	Maintenance/Bidg. Repair Supplies  053269 CK 5/19/2015 0990  The Ha	upplies 0990 The Hartford Insurance Company	11-15 any	033768	9	40040510/MAY	4/27/2015	0.00	327.62
Insurance 053270	ک او	5/19/2015	1005 PTS	11-15	033775	0>	746477/5-2015	5/7/2015	0.00	53.00
<b>Bidg. 5</b>	Bidg. 58/Pay Phone  053271 CK 5	Bidg. 58/Pay Phone  053271 CK 5/19/2015 1104  KCNe Fyent Center/Promotional Pictures	1104 KCNewman Photography Ictures	11-15	033774	9	MAY 5TH PHOTOS	5/5/2015	0.00	200.00
053272 Hanga	CK r 79/April 2	053272 CK 5/19/2015 1106 Rober <b>Hangar 79/April 2015 Investor Pmt</b> .	1106 Robert W. Karpe, Trustee or Pmt.	11-15	033782	9	APR 2015/INVEST	4/30/2015	0.00	7,527.24

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053273	Š	5/19/2015	1132 Kem Co Dent of Aoricultural	11-15	033772	0	MVM-9-119	5/6/2015	0.00	801.60
Annua	Registrat	ion/Fuel Vel	Annual Registration/Fuel Vehicle Meters							
053274	Š	5/19/2015	1154 Kieffe & Sons Ford	11-15	033713	9	17334	4/30/2015	0.00	601.89
Auto Svc.	vc. & Repa	& Repair/Security/Unit 23	Unit 23							
053275	8	5/19/2015	1205	11-15	033754	0	R010070-10	5/1/2015	0.00	3,510.00
053275	Š	5/19/2015	Lawton~Jack C. 1205	11-15	033785	0/	R010040-7	5/11/2015	0.00	1,350.00
Pump	Station Up	Law Pump Station Upgrade & Service	Lawton∼Jack C. <u>Vice</u>					Check Total		4,860.00
053276	ŏ	5/19/2015	1306	11-15	033755	9	1243	5/5/2015	0.00	2,650.00
Cleani	Cleaning Svc./Bidgs. 58 &	dgs. 58 & 1	Martha s Creating Service							
053277	Š	5/19/2015	1364 Moiave/Karl's Hardware	11-15	033734	0	APRIL 2015	5/6/2015	0.00	681.48
Mainte	nance/Bld	Maintenance/Bldg. Repair Supplies	sejidar							
053278 <b>Advertising</b>	CK ising	5/19/2015	1369 Mojave Desert News	11-15	033725	9	55041151229891	4/24/2015	0.00	47.80

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Date: Time:	Wednesday, 10:30AM	Wednesday, May 13, 2015 10:30AM		Mo	Mojave Air & Space Port	Space	Port		Page: Report:	1 of 5 03630.rpt
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053279	ŏ	5/19/2015	1372 Majawa Bublio Hillity Diotriot	11-15	033716	0	0604600/04-2015	4/30/2015	0.00	1,061.73
053279	CK	5/19/2015	Mojave Public Utility District 1372	11-15	033717	0/	0604800/04-2015	4/30/2015	0.00	7,772.58
053279	Š	5/19/2015	Mojave Public Utility District 1372 Mojave Bublic Hillity District	11-15	033718	0>	0604900/04-2015	4/30/2015	0.00	136.05
053279	S	5/19/2015	Mojave Public Utility District Mojave Public Utility District	11-15	033719	0	0604980/04-2015	4/30/2015	0.00	169.88
053279	S	5/19/2015	Mojave Fublic Utility District Mojave Public Utility District	11-15	033720	0	0604950/04-2015	4/30/2015	0.00	204.00
053279	S	5/19/2015	Mojave Public Utility District  Mojave Public Littlity District	11-15	033721	0	0610700/04-2015	4/30/2015	0.00	883.73
Utility/Water	Water		Mojave rubile Offility District					Check Total		10,227.97
053280 Refuse Svc.	Svc.	5/19/2015	1375 Mojave Sanitation	11-15	033722	0	2519186/04-2015	4/30/2015	0.00	925.19
053281 <u>Mainte</u>	CK <u>nance/Sho</u>	5/19/2015 p & Security	053281 CK 5/19/2015 1406 Napa Auto Parts Maintenance/Shop & Security Gate Supplies	11-15	033732	0>	821480	4/30/2015	0.00	39.82
053282 <b>Profess</b>	053282 CK <b>Professional Svc</b> .	5/19/2015	1407 Nave & Cortell, LLP	11-15	033714	0	APRIL 2015	5/1/2015	00.00	7,150.00
053283 Lubricants	CK ants	5/19/2015	1626 Petro Lock, Inc.	11-15	033723	0	56080	4/30/2015	0.00	1,201.50
053284 <b>Admin.</b>	053284 CK Admin./Postage	5/19/2015	1645 Pitney Bowes Purchase Power	. 11-15	033724	0	APRIL 2015	4/28/2015	00.00	247.12

Date: Time:	Wednesday, 10:30AM	Wednesday, May 13, 2015 10:30AM		Mo	Mojave Air & Space Port	pace	Port		Page: Report:	1 of 5 03630.rpt
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053285	Š	5/19/2015	1800 Ramos / Strong Inc	11-15	033758	0	0282722	5/1/2015	0.00	2,578.55
Auto Fuel	nel									
053286	Š	5/19/2015	1803	11-15	033756	9	RC087488/MAY	5/1/2015	0.00	65.94
053286	ğ	5/19/2015	Race Lelecommunications, Inc. 1803	11-15	033757	0	RC087293/MAY	5/1/2015	0.00	2,468.79
Telecc	Telecommunications	ons	Nace Telecolificatoris, inc.					Check Total		2,534.73
053287	Š	5/19/2015	1915 Storbone Michael	11-15	033766	9	HOME DEPOT/5-4	5/4/2015	0.00	15.17
Reimb	Reimbursement/Security Camera Parts	Security Ca	mera Parts							
053288	š	5/19/2015	1915 Sterbens~Michael	11-15	033767	9	HOME DEPOT/5-6	5/6/2015	0.00	17.31
Reimb	Reimbursement/Security Camera Parts	Security Ca	mera Parts							1
053289	Š	CK 5/19/2015	1925 Sportlatts	11-15	033733	9	13703338042315	4/23/2015	0.00	345.76
Drinki	Drinking Water Svc.	<b>;</b>	Charrents							
053290	Ş	5/19/2015	19258 SBS Group	11-15	033759	8	485891	5/4/2015	0.00	43.75
Accor	Accounting Software Consultation	vare Consu	ltation							
053291	Š	5/19/2015	1952 So Calif Edison	11-15	033776	0	2025279670/5-15	5/8/2015	0.00	7,052.72
Utility	Utility/Electric		. Call: Fusci							

Date: V	Wednesday 10:30AM	Wednesday, May 13, 2015		Mo	Mojave Air & Space Port	pace	Port		Page: Report:	1 of 5 03630.rpt
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Check Nbr	Check Type	k Check e Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	<b>Discount</b> <b>Taken</b>	Amount Paid
053292	S	5/19/2015	1954	11-15	033761	0/	07531545767/MAY	5/4/2015	0.00	103.45
053292	Š	5/19/2015	50. Callr. Gas Co.	11-15	033762	0/	16561545001/MAY	5/4/2015	0.00	158.39
053292	Š	5/19/2015	So. Calif. Gas Co. 1954	11-15	033763	0/	10289363938/MAY	5/1/2015	0.00	244.10
Utility/Gas	ls		So. Calif. Gas Co.					Check Total		505.94
053293	Š	5/19/2015	1962	11-15	033764	0/	670907680/MAY	5/1/2015	0.00	12.86
053293	ş	5/19/2015	Sprint 1962 Siris	11-15	033765	9	678196590/MAY	5/1/2015	0.00	12.86
Telecon	Telecommunications	tions	שהותל					Check Total		25.72
053294 <b>Employ</b> 6	053294 CK 5/19/20 Employee Paid Benefits	5/19/2015 <b>3enefits</b>	1978 Security Benefit	11-15	033760	0	PPE 05/03/15	5/8/2015	0.00	2,466.91
053295 <b>Back Ro</b>	СК <b>ad/Earth</b>	5/19/2015	053295 CK 5/19/2015 2207 Vermillion Environmental Back Road/Earthglue w/Envirotac	11-15	033779	9	15-04-23	4/30/2015	0.00	500.00
053296 Mainten	CK ance/Jan	053296 CK 5/19/2015 23 W Maintenance/Janitorial Supplies	2313 Waxie Sanitary Supply <mark>olies</mark>	11-15	033777	0>	75251597	5/5/2015	0.00	817.55
053297 <b>Printer</b>	053297 CK 5/19// Printer Rental & Usage	5/19/2015 Usage	2450 Xerox Corporation	11-15	033769	9	07941924	5/1/2015	0.00	459.27

1 of 5 03630.rpt	9	Amount Paid	109.00	250.00	110.00	92,136.52		92,136.52
Page: Report: 036	Company: EKAD	Discount Taken	0.00	0.00	00.00			
		Invoice Date	5/6/2015	5/6/2015	5/6/2015	Acct Sub Total:		Company Total
Port	<u>ard</u> : 5/13/2015	Invoice Number	9179/5-6-15	56078/5-6-15	43968-1/35587	Amount Paid 92,136.52 0.00	0.00 0.00 0.00 0.00 92,136.52	0.00
Space I	er - Stand ו 12-15 As of	Doc Type	0	9	0>	Count 48 0	0 0 0 84	sc Total
Mojave Air & Space Port	Check Register - Standard Periods: 11-15 Through 12-15 As of: 5/13/2015	Ref Nbr	033786	033787	033788	0		Company Disc Total
Moj	Ch Periods: 1	Period To Post Closed	11-15	11-15	11-15	Check Type Regular Hand	Void Stub Zero Mask Total:	
		Vendor ID Vendor Name	4000 Fang D.D.S.∼Ted Y. T.	4008 Jones, DDS~Michael B.	4523 Perez~Gerardo <u>a<b>nefit</b></u>		it.	
ay 13, 2015		Check Date	5/19/2015	5/19/2015	5/19/2015 nployee Be	88		
Wednesday, May 13, 2015 10:30AM	CALICA	Check Type	053298 CK Employee Benefit	053299 CK Employee Benefit	053300 CK 5/19/2015 4523 Perez Reimbursement/Employee Benefit	뀯		
Date: V		Check Nbr	053298 <u>Employe</u>	053299 <b>Employe</b>	053300 Reimbur	Check Count:		

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		Invoice Date		· ·	
Space Port	er - Standard 12-15 As of: 5/13/2015	Doc Invoice Type Number			
Mojave Air & Space Port	Check Register - Standard Periods: 11-15 Through 12-15 As of: 5/13/2015	Period Ref To Post Closed Nbr	19,692.96 19,074.92 37,891.13 1,156.18 748.56	4,791.37 148.05 109.99 82.43 1,748.83 2,702.07	39,913.03 122,519.59 214,656.11
5		Vendor ID Vendor Name	5/14/15 5/19/15 5/23/15 5/14/15 Card Set Up ofc. Supplies	5/22/15 rricants Ofc. Supplies	5/25/15
Wednesday, May 13, 2015	10:30AM LCALICA	Check Check Type Date	F's 5/14/15 Fuel 5/19/15 Fuel 5/19/15 Fuel 5/23/15 lex 5/14/15 Stockholm Trip & New Card Set Up	Card Svc. Center/Visa 5/22/15 Stockholm Trip/Meetings Software Fire-Pyrolance Parts Pump House Parts & Lubricants Gift Shop,Promotional & Ofc. Supplies	Calpers/Retirement Total EFT Total for Approval
Date:	Time: User:	Check Nbr	EFT's AV Fuel AV Fuel AV Fuel Amex Stoc	Card S Stor Soff Fire Pun Gift	Calpers/R Total EFT Total for /



**TO:** Board of Directors

FROM: Karina Drees

SUBJECT: Compensation

**MEETING DATE: May 19, 2015** 

#### **Background:**

CalPERS has requested an approval of the salary schedule for FY 2012 & 2013 with maximums for all positions. Our current resolution the board approved on 2/17/2015 did not reflect the scope of their audit.

#### **Impacts:**

Fiscal: None

Environmental: None

Legal: None

#### **Recommended Action:**

Approve the resolution written.

#### RESOLUTION NO.

## A RESOLUTION OF THE BOARD OF DIRECTORS OF MOJAVE AIR AND SPACE PORT AMENDING RESOLUTION NO. 99-1-585 (ADMINISTRATIVE CODE) RELATING TO COMPENSATION

THE BOARD OF DIRECTORS OF MOJAVE AIR AND SPACE PORT ("District") finds and resolves as follows.

WHEREAS, District has created and implemented a salary schedule for its employees;

WHEREAS, District is a member of CalPERS, and is required to maintain a salary schedule with job titles and minimum and maximum salary ranges for each position;

WHEREAS, District's salary schedule as presented to CalPERS did not note the maximum salary per job title for fiscal year 2011-2012, and did not note the maximum salary per job title and did not contain all of the various job titles of the District for fiscal year 2012-2013; and

**WHEREAS,** District desires to adopt its fiscal years 2011-2012 and 2012-2013 salary schedules in accordance with CalPERS regulations;

#### **NOW, THEREFORE,** be it resolved:

- 1. A true and correct copy of the fiscal year 2011-2012 salary schedule is attached hereto as Exhibit 1, and is approved and adopted as the salary schedule for said year.
- 2. A true and correct copy of the fiscal year 2012-2013 salary schedule is attached hereto as Exhibit 2, and is approved and adopted as the salary schedule for said year.
- 3. Except as expressly provided herein, Resolution No. 99-1-585, as amended, is reaffirmed and readopted in its entirety.

#### PASSED, APPROVED, AND ADOPTED on May 19, 2015.

Ayes: Noes: Abstains: Absences:	
	Dr. Allen Peterson, President
William Deaver, Secretary	

Exhibit 1

#### Positions in place from July 2011-June 2012

	MINIMUM	MAXIMUM
FULL TIME	SALARY	SALARY
Chief Executive Officer	12,890	27,100
Chief Operations Officer	5,490	10,000
Chief Financial Officer	5,490	10,000
Executive Secretary	4,817	7,500
Contracts Administrator	4,144	7,500
Administrative Assistant II	4,144	6,500
Administrative Assistant I	2,799	5,500
Fire Chief	4,144	6,250
Fire Fighter II	4,144	6,250
Fire Fighter I	3,471	5,000
Maintenance Lead Person	4,817	6,667
Maintenance Man III	4,817	6,250
Maintenance Man II	3,471	6,000
Maintenance Man I	2,080	5,000
Security Chief	4,144	6,250
Security Chief Assistant	2,080	5,000
Receptionist	2,080	3,500

Salaries for part-time (Temporary) employees are as follows:

POSITION (Part-Time)	MINIMUM HOURLY RATE	MAXIMIM HOURLY RATE
Fire Fighter	\$19.00	\$30.00
Maintenance – Fueler	\$10.00	\$20.00
Maintenance – Temporary	\$8.00	\$21.00

Exhibit 2

#### Positions in place from July 2012-June 2013

FULL TIME Chief Executive Officer Director of Economic Development & Aerospace Growth	MINIMUM SALARY 12,890 6,666	MAXIMUM <u>SALARY</u> 27,100 13,500
Director of Marketing & Business Development	6,666	13,500
Chief Operations Officer	5,490	10,000
Chief Financial Officer	5,490	10,000
Executive Secretary	4,817	7,500
Director of Maintenance	4,817	8,700
Business Manager	4,144	7,500
Administrative Assistant II	4,144	6,500
Administrative Assistant I	2,799	5,500
Fire Chief	4,144	6,250
Fire Fighter II	4,144	6,250
Fire Fighter I	3,471	5,000
Maintenance Lead Person	4,817	6,667
Maintenance Man III	4,817	6,250
Maintenance Man II	3,471	6,000
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Maintenance – Temporary	\$8.00	\$21.00

#### Mojave Air & Space Port Treasurer's Report For the month ended April 30, 2015

			County		
	General	FAA/AIP	Treasury	LAIF	Total
Beginning Balance	\$ 1,376,392.04	\$ 135,665.93	\$ 667,685.88	\$ 4,238,460.41	\$ 6,418,204.26
Receipts:					
Operating Revenues	709,129.62	38,858.00		-	747,987.62
Interest Income	49.34	5.43		2,718.25	2,773.02
Tax Proceeds			221,239.25		221,239.25
Total Receipts	709,178.96	38,863.43	221,239.25	2,718.25	971,999.89
Expenditures:	(======================================	4-5			
Operating Expenses Project Expenses	(578,503.93)	(82,417.75)	-		(660,921.68)
Total Expenditures	(578,503.93)	(82,417.75)			(660,921.68)
Transfers:					
Between General and FAA/AIP	-	-	-	-	-
Between General and County Treasury	-	-	-	-	1
Between General and LAIF	(600,000.00)			600,000.00	•
Total Transfers	(600,000.00)			600,000.00	-
Ending Balance	\$ 907,067.07	\$ 92,111.61	\$ 888,925.13	\$ 4,841,178.66	\$ 6,729,282.47

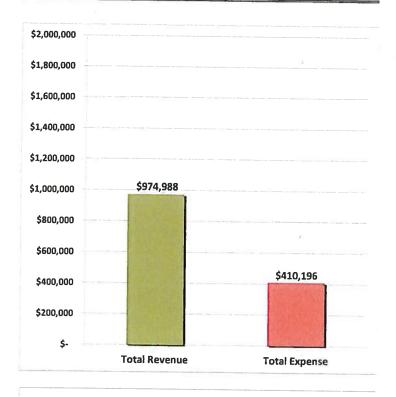
#### Mojave Air & Space Port

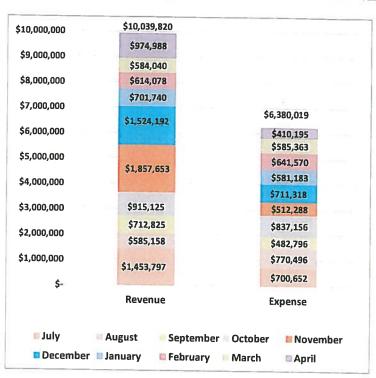
#### **April 2015 Revenue and Expense Summary**

#### Year to Date Revenue and Expense Summary

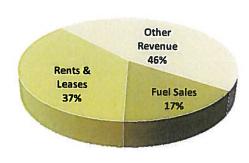
Other Revenue	•	450,165 <b>974.988</b>	Operating Total Expense	\$	114,391 <b>410,19</b> 6
	ф	362,856	Fuel	\$	91,207
Rents & Leases	•			Ψ	•
Fuel Sales	\$	161,967	Personnel	\$	204,598
Rever	ıue		Exper	ises	

Reve	nue	Contract of	Exper	nses
Fuel Sales	\$	2,474,564	Personnel	\$ 2,340,206
Rents & Leases	\$	3,679,034	Fuel	\$ 1,822,840
Other Revenue	\$	3,886,222	Operating	\$ 2,216,973
Total Revenue	\$	10,039,820	Total Expense	\$ 6,380,019

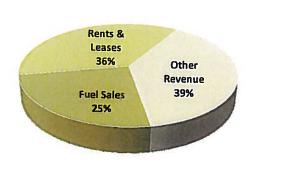




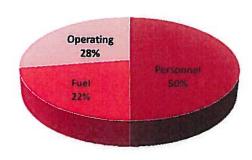
#### **April Revenue**



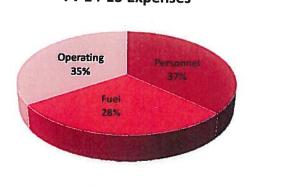




#### **April Expenses**



FY 14-15 Expenses



## Mojave Air & Space Port Fuel Inventory Report

April 2015

JET A		
Beginning Inventory		73,390
Gallons Delivered		
Gallons Purchased		37,138
Defuels	_	625
Total Gallons Delivered		37,763
Gallons Pumped		
Gallons Sold		41,707
Refuels		323
Tank farm/Line truck sumps		60
Delivery Samples	_	25
Total Gallons Pumped		42,115
Ending Inventory		69,038
Physical Check		69,375
Inventory Value at	2.42	\$167,887.50

AVGAS		
Beginning Inventory		10,325
Gallons Delivered		
Gallons Purchased		-
Gallons Pumped		
Gallons Sold		3,953
Tank farm/Line truck sumps		60
Delivery Samples	_	
Total Gallons Pumped		4,013
		1
Ending Inventory		6,312
Physical Check		6,273
Inventory Value at	3.91	\$24,527.43

LUBRICANTS	
Beginning Inventory	342
Quarts Purchased	0
Quarts Sold	4
Ending Inventory	338
Physical Check	338
Aeroshell 100; 100W; 15/50 Multi 123 @ \$5.95; 89 @ \$5.60; 126 @ \$6.55	\$2,055.55

PRIST		
Beginning Inventory		117
Cans Purchased		0
Cans Sold		0
Ending Inventory		117
Physical Check - Cans		117
Physical Check - Bulk		9.6
117 CANS @ \$7.40; 9.6 (5) Gallons @ 120.15	¥	\$2,019.24

UNLEADED FUEL	
Beginning Inventory	832.0
Gallons Purchased	*
Gallons Used	658.0
Ending Inventory	174.0
Physical Check	177.0
Inventory Value at \$2.61	\$461.97

Di	ESEL FUEL	
Beginning Inventory		603.0
Gallons Purchased		0.0
Gallons Used		251.0
Ending Inventory		352.0
Physical Check		374.0
Inventory Value at	\$2.42	\$905.08

\$197,856.77

April Gallons Sold Year to Date

45,660 583,557

Mojave Air & Space Port

# **Customers Over 90 Days Past Due**

			Customers	Over 90 Day	customers Over 90 Days Past Due	
Customer Name	1-30 Days	31-60 Days	31-60 Days 61-90 Days	90+ Days	TOTAL	
Air & Space Education Cons., LLC	106.16	105.25	103.98	226.07	541.46	
Continuous Quality Electric	160.21	155.65	155.65	155.65	627.16	
Flight Test Aerospace, Inc.	0.00	0.00	0.00	6,866.98	6,866.98	
REM Industries	3,020.60	2,883.29	2,883.29	8,250.38	17,037.56	
Sikora, Victor	585.63	585.63	0.00	28,695.57	29,866.83	
TOTALS	3,872.60	3,729.82	3,142.92	44,194.65	54,939.99	
Aged AR as of 5/14/2015	369,590.74	8,401.53	3,360.35	44,194.65	425,547.27	

17,944.75 38,079.31

Fiberset My Printing

20,134.56

Payment Arrangements included in 1-30 days

# Comments

Sent Notice To Terminate
Payment sent via mail
Balance over 90 days is for Hangar 100
Sent Statement-Making Payments
Notice to Terminate



All Weather, Inc. 1165 National Drive Sacramento, CA 95834

Phone: 916-928-1000 Fax: 916-928-1165

www.allweatherinc.com

QUOTAT	ION				
QUOTATION NO. 00116367	DATE ORDE	1/22/15			
QUOTATION EXPIRATION DATE	04/	221	115		
40 Days					
SALES REPRESENTATIVE L  Barbara Baca		CODE	12		
SHIPPED VIA  Truck	<sup>FOB</sup> <b>E</b> X	Wo	rks		
PAYMENT TERMS Prepaid - Check/Wi	re	TAX	TAX CODE		

QUOTED 11543
EAST KERN AIRPORT DIST 1434 FLIGHTLINE SHIP TO SHIP TO SHIP TO SHIP TO SHIP TO USA

11543
EAST KERN AIRPORT DIST 1434 FLIGHTLINE MOJAVE, CA 93501 USA

ITEM	Total QTY	ITEM NUMBER DESCRIPTION	QTY	DUE	Requested Delivery	UNIT PRICE	TOTAL PRICE
001	1	3000 ASSY CDP AWOS	1		04/22/15	12088,00	12088,00
002	1	M491860-00 CBL ASSY DB9M/F 3FT SERIAL	1		04/22/15	8.00	8.00
003	1	M491852-00 CBL ASSY UHF TO PANEL AWOS 3000	1		04/22/15	101.00	101.00
004	1	M491847-00 CBL ASSY POWER UHF 3000	1		04/22/15	130.00	130.00
005	1	M460131-00 LTX PROT BNC M/F	1		04/22/15	108.00	108.00
006	1	M491876-00 CBL ASSY RADIO LTX GND	1		04/22/15	116.00	116.00
007	1	M488290-00 KIT, DCP BL1500 COMPUTER BOARD	1		04/22/15	441.00	441.00
800	1	AWOSINSTALLATION DOMESTIC AWOS INSTALL	1		04/22/15	250.00	250.00
		CDP UPGRADE TO BE INSTALLED VISIT. IF AN UNSCHEDULED INSTALLATION QUOTE WILL BE UNPLANNED TRIP ESTIMATED A	STALL TE SUPPLIE	RIP IS I D,			

CONTINUED



All Weather, Inc. 1165 National Drive Sacramento, CA 95834

Phone: **916-928-1000**Fax: **916-928-1165** 

www.allweatherinc.com

QUOTAT	ION		
QUOTATION NO. 00116367	DATE ORDE	RED / 22/	15
QUOTATION EXPIRATION DATE  90 Days			
SALES REPRESENTATIVE / Barbara Baca		CODE	12
SHIPPED VIA  Truck	<sup>FOB</sup> <b>Е</b> х	Wor	'ks
PAYMENT TERMS Prepaid - Check/Win	re	TAX	TAX CODE

QUOTED TO TO THE TOTAL TOTAL TO THE TOTAL TOTAL TOTAL TO THE TOTAL TOTAL

ITEM	Total QTY	ITEM NUMBER DESCRIPTION	QTY	DUE	Requested Delivery	UNIT PRICE	TOTAL PRICE
009	1	INTEGRATION SALES ORDER INTEGRATION	1		04/22/15	0.00	0.00
		TAKE TO FLOOR FOR INTEGRATION AND PROGRAMMING. SEE AWOOF FULL INSTRUCTIONS.	ON OF A	AWOS RADE J	SITE DATA JOB FOLDER	A, VOICE R FOR	
010	1	PKG&HDLG PACKAGING AND HANDLING DOES NOT INCLUDE FREIGHT	1		04/22/15	50.00	50.00
		PLEASE NOTE PKG&HDLG DOES I FREIGHT ESTIMATED AT \$315.00	NOT IN	CLUDE UAL W	FREIGHT. VILL BE CHA	ARGED.	
a a a a							

Prices Quoted are ExWorks Our Factory, CA USA Delivery is 30 - 45 days ARO at the time of this quote Please call or fax to verify

SUBTOTAL LESS DISCOUNT

13292.00 0.00

TOTAL