

MOJAVE AIR AND SPACE PORT

REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: August 3, 2021

Time: 2:00 p.m.

Due to the COVID-19 state of emergency, the Board of Directors will conduct this meeting via Zoom Video Conference. A physical location will not be available to the public. You may participate in the meeting by using the call in number specified in this Notice of Meeting or access the web page below. If you wish to speak to an item on the agenda, please inform the Board Chair when he asks for public comment. The Board's normal rules for public comment apply: speakers are limited to 3 minutes per item. You may also email comments to Lynn@mojaveairport.com prior to the start of the meeting, and your comment(s) will be distributed to the directors at the meeting.

If you need special assistance to participate in the meeting, please contact Lynn at Lynn@mojaveairport.com, and the District will attempt to accommodate your need.

Zoom Video Conference

<https://us02web.zoom.us/j/81103012453?pwd=aWlUWG9UMzdBc0lIbVt1NHhheTdQUt09>

Phone: 669-900-9128

Meeting ID: 811 0301 2453

Passcode: 092118

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 July 20, 2021
- B. Check Register dated July 29, 2021, \$149,593.81

4. Action Items

No Action Items

5. Reports

A. Financial Reports

B. Security Reports

C. DOO Reports

D. CEO/GM Reports

E. Board Committees

F. 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. Potential Litigation (Govt Code 54956.0) MASP v. Scaled Composites

8. Closed Session Report

Adjournment

This Agenda was posted on July 30, 2021 by Jason Buck.

ADA Notice: 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@mojaveairport.com.

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

Public Comments: 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 JULY 20, 2021

(All votes at this meeting were taken by roll call since the meeting was conducted by teleconference and in person)

1. CALL TO ORDER

The meeting was called to order on Tuesday, July 20, 2021 at 2:00 p.m. by Director Balentine.

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

B. Roll Call:

Directors present via zoom and in person: Balentine, Barney, Coleman, Deaver, Morgan

Directors absent: None

Others present: CEO Lindner, DOA Rawlings, DOP VanWey, DOF Smith, DOT Buck, and District Counsel Navé.

C. Approval of Agenda

Upon motion by Director Deaver, seconded by Director Coleman, the Board unanimously approved the agenda.

2. Community Announcements

There were no public comments.

3. Consent Agenda

Upon motion by Director Barney, seconded by Director Deaver, the Board unanimously approved the Consent Agenda.

A. Minutes of the Regular Board Meeting July 6, 2021

B. Check Register dated July 15, 2021, \$2,234,709.73

4. Action Item

A. CalPers Unfunded Liability Payment

DOA Rawlings briefed the Board of Directors on the different employee classifications and discussed payment options with the Board of Directors. Upon motion by Director Coleman,

seconded by Director Barney, the Board unanimously approved the CalPers Unfunded Liability Payment in the amount of \$446,075.00

5. Reports

A. CEO Report

CEO Lindner provided a slide show updating the Board of Directors on his CEO report. CEO also discussed MASP's Mission Statement and MASP's reorganization of the Organizational Chart. He also briefed the Board of Directors on his meeting with Lorelei Oviatt, Director of Planning, Kern County regarding the power needs of MASP. CEO Lindner introduced Fred Nelson with Conentric Power who presented a slide show about the services they offer for microgrids.

B. DOO Report

CEO Lindner updated the Board of Directors on the Restriping of 8/26 and the re-wiring of the lighting on Taxiway C, both are completed.

C. Board Committees

There were no comments.

D. Board of Directors

There were no comments.

6. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

There were no public comments.

7. Closed Session

A. Potential Litigation (Govt Code 54956.9) MASP v. Scaled Composites

8. Closed Session Report

In Closed session, the Board discussed the potential litigation involving Scaled Composites. 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 pm.

Jimmy R. Balentine, President

ATTEST

Diane Barney, Secretary

Date: Thursday, July 29, 2021
 Time: 11:57AM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 02-22 As of: 7/29/2021

Page: 1 of 1
 Report: 03630.rpt
 Company: MASP

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
Company: MASP										
Acct / Sub:	101000		1200							
061245	CK	8/3/2021	1314 Mead & Hunt	02-22	048753	VO	318791/RWY 1230	7/14/2021	0.00	29,547.00
061246	CK	8/3/2021	1314 Mead & Hunt	02-22	048754	VO	318790/TWY C	7/14/2021	0.00	120,046.81

Check Count: 2

Acct Sub Total: 149,593.81

Check Type	Count	Amount Paid
Regular	2	149,593.81
Hand	0	0.00
Electronic Payment	0	0.00
Void	0	0.00
Stub	0	0.00
Zero	0	0.00
Mask	0	0.00
Total:	2	149,593.81

Company Disc Total	0.00	Company Total	149,593.81
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**Mojave Air & Space Port
Treasurer's Report
For the month ended June 30, 2021**

	<u>General</u>	<u>County Treasury</u>	<u>LAIF</u>	<u>Total</u>
Beginning Balance	\$ 3,660,446.06	\$ 981,890.72	\$ 4,176,578.54	\$ 8,818,915.32
Receipts:				
Operating Revenues	4,102,095.48	-	-	4,102,095.48
Interest Income	144.20	3.73	-	147.93
Tax Proceeds	-	34,840.22	-	34,840.22
Total Receipts	<u>4,102,239.68</u>	<u>34,843.95</u>	<u>-</u>	<u>4,137,083.63</u>
Expenditures:				
Operating Expenses	(3,992,837.17)	-	-	(3,992,837.17)
Project Expenses	-	-	-	-
Total Expenditures	<u>(3,992,837.17)</u>	<u>-</u>	<u>-</u>	<u>(3,992,837.17)</u>
Transfers:				
Between General and County Treasury	-	-	-	-
Between General and LAIF	-	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance	<u>\$ 3,769,848.57</u>	<u>\$ 1,016,734.67</u>	<u>\$ 4,176,578.54</u>	<u>\$ 8,963,161.78</u>

The Mojave Air & Space Port unencumbered cash is on deposit bearing interest at various rates, in accordance with the District's Investment Policy.

MOJAVE AIR & SPACE PORT
Revenue and Expense by Function
For the Twelve Months Ending Wednesday, June 30, 2021

Description	Rents & Leases Aviation	Rents & Leases Non-aviation	Flight Related Activities	Non-flight Related Activities	Total
Operating Revenue					
Fuel Sales & Services	-	-	3,788,364	575	3,788,939
Cost of Fuel & Lubricants Sold	-	-	2,322,210	-	2,322,210
Gross Profit on Fuel Sales & Services	-	-	1,466,154	575	1,466,729
Rents & Leases	4,944,329	2,138,135	-	47,297	7,129,761
Other Revenue	-	-	87,536	208,732	296,268
Total Operating Revenue	4,944,329	2,138,135	1,553,690	256,604	8,892,758
Operating Expense					
Salaries & Benefits	1,167,365	740,348	1,030,892	555,124	3,493,729
Noncapitalized Equipment	55,504	9,771	9,184	20,993	95,452
Supplies	69,171	19,197	30,119	19,827	138,314
Licensing & Software	71,282	23,337	16,082	7,862	118,564
Communications	35,137	11,267	16,176	8,959	71,539
Training & Travel	16,811	179	300	33,910	51,200
Permits & Fees	5,811	2,194	4,451	5,179	17,635
Repairs & Maintenance	376,065	170,925	61,888	(1,946)	606,932
Engineering Services	84,147	40,723	20,467	57,785	203,121
Legal & Accounting Services	158,401	-	-	95,541	253,942
Operating Services	246,701	146,999	59,148	47,607	500,455
Bad Debts	43,620	-	-	-	43,620
Dues & Subscriptions	16,659	7,700	9,815	19,537	53,711
Insurance	60,261	70,394	70,394	70,394	271,444
Marketing	27,353	3,026	2,517	40,660	73,556
Rent Expense	15,124	5,269	49,195	487	70,075
Utilities	110,756	167,981	30,942	26,899	336,578
Tenant Retention	50,418	39,988	-	-	90,406
Miscellaneous	2,908	2,067	17,757	19,740	42,472
Depreciation	644,910	-	1,934,730	-	2,579,640
Expense Reimbursements	-	(20,391)	(60,907)	(48,897)	(130,195)
Total Operating Expense	3,258,402	1,440,976	3,303,150	979,661	8,982,189
Excess (Deficit) of Operating Revenue over Operating Expense	1,685,927	697,159	(1,749,460)	(723,057)	(89,431)
Nonoperating Revenue					
Property Taxes	517,239	172,413	-	-	689,652
Interest Income	-	-	-	35,969	35,969
Other Nonoperating Revenue	58,033	-	-	-	58,033
Total Nonoperating Revenue	575,272	172,413	-	35,969	783,653
Excess (Deficit) of Revenue over Expense	2,261,199	869,572	(1,749,460)	(687,088)	694,223
FAA Projects					
Grants In Aid-Federal/State	-	-	3,851,185	68,577	3,919,762
FAA Projects Expense	-	-	-	6,074,609	6,074,609
Excess (Deficit) of FAA Projects Revenue over FAA Projects Expense	-	-	3,851,185	(6,006,032)	(2,154,847)
Reserve Designations					
Infrastructure Projects	-	-	-	472,483	472,483
Property Investments	-	-	-	278,564	278,564
Building Improvements	-	-	-	147,597	147,597
Equipment	-	-	-	174,387	174,387
Employee Benefits	-	-	-	250,000	250,000
Total Reserve Designations	-	-	-	1,323,032	1,323,032

Mojave Air & Space Port Fuel Inventory Report

JUNE 2021

JET A		
Beginning Inventory	68,282	
Gallons Delivered		
Gallons Purchased	84,634	
Defuels	-	
Total Gallons Delivered	84,634	
Gallons Pumped		
Gallons Sold	83,714	
Refuels	-	
Tank farm/Line truck sumps	85	
Delivery Samples	60	
Total Gallons Pumped	83,859	
Ending Inventory	69,057	
Physical Check	71,062	
Inventory Value at	2.34	\$166,285.08

AVGAS		
Beginning Inventory		12,160
Gallons Delivered		
Gallons Purchased		-
Gallons Pumped		
Gallons Sold		3,038
Tank farm/Line truck sumps		5
Delivery Samples		5
Total Gallons Pumped		3,048
Ending Inventory		9,112
Physical Check		9,550
Inventory Value at	4.09	\$39,059.50

LUBRICANTS		
Beginning Inventory	97	
Quarts Purchased	96	
Quarts Sold	1	
Ending Inventory	192	
Physical Check	204	
Aeroshell 100; 100W; 15/50 Multi		
129 @ \$5.62; 12 @ \$6.02; 63 @ \$6.68		\$1,218.06

PRIST		
Beginning Inventory		117
Cans Purchased		0
Cans Sold		0
Ending Inventory		117
Physical Check - Cans		117
Physical Check - Bulk		8
117 CANS @ \$7.40; 12.1 (8) Gallons @ 120.15		\$1,873.80

UNLEADED FUEL		
Beginning Inventory	738.4	
Gallons Purchased	500.0	
Gallons Used	702.4	
Ending Inventory	536.0	
Physical Check	520.0	
Inventory Value at	\$2.60	\$1,351.48

DIESEL FUEL		
Beginning Inventory		696.8
Gallons Purchased		634.0
Gallons Used		361.0
Ending Inventory		969.8
Physical Check		728.0
Inventory Value at	\$2.30	\$1,673.67

June 2021 Fuel Inventory \$211,461.59

June Gallons Sold 86,752
Year to Date 1,327,253

Mojave Air & Space Port
Customers Over 90 Days Past Due

	1-30 Days	31-60 Days	61-90 Days	90+ Days	TOTAL	Comments
Engineering Propulsion	0.00	0.00	0.00	5,043.86	5,043.86	Working with legal
Dragon Aviation	0.00	0.00	0.00	0.00	0.00	Paid in Full
Jose Lopez	0.00	12.54	11.75	1,226.21	1,250.50	Tenant vacated and making small payments
Aged AR as of 7/29/2021	194,498.39	9,321.75	22,197.75	6,270.07	232,287.96	

2021 Mojave Invoice Attachment

January	February	March	April	May	June	July	August	September	October	November	December				
\$ 2,953.04	\$ 2,950.28	\$ 4,514.50	\$ 8,553.71	\$ 10,368.11	\$ 12,551.38										
\$ (9,629.12)	\$ (11,902.46)	\$ (13,725.90)	\$ (17,192.84)	\$ (16,902.96)	\$ (15,152.96)										
=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====	=====				
\$ (6,676.08)	\$ (8,952.18)	\$ (9,211.40)	\$ (8,639.13)	\$ (6,534.85)	\$ (2,601.58)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
357	338	349	378	407	474										
0	0	30	57	49	86										
-26	-19	-19	-28	-20	-19										
-26	-19	11	29	29	67										
JANUARY:	Of the 26 cancels, 8 moved, 7 were returned to collections, 4 had job transfered or out of the area, 3 because the gym closure, 2 had no time, & equipment at home & misrepresentation had 1														
February:	Of the 19 cancels, 11 were returned to collections, 3 were no longer employees, 2 had a job transfered or out of area, Reasons for Joined other club, duplicat account & move all had 1														
March:	Of the 19 cancels, 5 were because the gym closure, 4 had equipment at home, 3 moved, misrepresentation & returned to collections had 2, and no time, job transfer & limited hours had 1														
April:	Of the 28 cancels, 8 were returned to collections, 7 moved, 3 were for coronavirus concerns, 3 had job transfers, 2 were no longer employees and reasons for home gym, pregnancy & previously cancelled had 1														
May:	Of the 20 cancels, 2 were returned for collections, 8 moved or no longer work in the area, 5 refuse to pay past due or can't afford, 2 joined another gym or have home gym, 1 not happy with class options, 2 were reactivated from cancelled status in error by billing company														
June:	Of the 19 cancels, 4 were returned for collections, 6 moved, 3 admin cancelled due to billing error, 1 medical, 3 refuse to pay, 2 had no time,														

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Chris Spandorf – Security Chief
SUBJECT: Security
MEETING DATE: August 3, 2021

Update: June 26-July 25th, 2021.

- Conducted a total of 4,238 checks to include:
 - 1,118 T-Hangar Checks
 - 2,463 Building Checks
 - 657 Gate Checks
- Responded to 25 building alarms.
- Found and secured 37 unlocked or unsecured doors.
- Patrolled a total of 4,288 miles.
- Granted 111 access cards
- Law Enforcement support requested July 22: Trespassing.
- Code Red Mass Notification System – Register at mojaveairport.com



DOO REPORT

TO: MASP Board of Directors

FROM: DOO Matt Nelson

MEETING DATE: 08.03.2021

Updates

- Fuels
June Fuel sales and yearly tracking comparison to 2020
- ATC
LOA NTPS Helicopter Training Area
Updated LOAs with Joshua Approach for RNAV and GPS Approaches
- Planning
Taxiway Charlie Update
Survey and Geotech work complete
PCI complete
APMS update
- Maintenance
Water impairment
Oleanders
Landscaping Proposals
Pavement Improvement Update
GA Lighting
- ARFF
Scheduled Maintenance
- Airport Security Plan Update
Exotic Fuels and hazardous materials at testing sites
SBA Visit
Enhanced Vehicle Signage



CEO REPORT

TO: MASP Board of Directors

FROM: Todd Lindner

MEETING DATE: August 03, 2021

Updates

- American Rescue Plan Act 2021
 - Airport Rescue Grant Program (ARGP) - \$32,000

- GA Pavement Rehabilitation
 - Survey and Geo Tech Results

- GA Hangar Improvements
 - Weeding
 - On Going
 - New Lights
 - On Order
 - Mailboxes

- GA Hangar Development

- Landscaping

- Wallace & Smith Contractors/Pegasus Corporation

- Bragg Crane

- Runway 12/30 Rehab
 - FY21 FAA-AIP Funds looking “Bleak”

- FAA Airspace LOA
 - RNAV GPS LPV Runway 30
 - Final Draft received for signature.

- IT Standards, Policies & Protocol

- Calspan Tri-Sonic Wind Tunnel (TSWT) Proposal & Meetings – August 16 & 17

- Scaled Composites Operating LOA
 - Certificate of Authorization (COA)

- Aircraft Display

MOJAVE

AIR AND SPACE PORT

CEO REPORT

→ Authorized Payments

BOARD MEETING: 8/3/2021	DATE	AMOUNT	EFT'S	TOTAL
CEO CHECK REGISTER	7/22/2021	33,399.41		33,399.41
	7/29/2021	42,954.07		42,954.07
				-
EFT'S	7/29/2021	-	656,240.86	656,240.86
		76,353.48	656,240.86	732,594.34
BOD CHECK	8/3/2021	120,046.81		120,046.81
	8/3/2021	29,547.00		29,547.00
				149,593.81
VOID CHECK	60928			
TOTAL ALL CHECKS & EFT'S				882,188.15