

MOJAVE AIR AND SPACE PORT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: March 19, 2019

Time: 2:00 p.m.

**Location: Board Room
1434 Flightline, Mojave, CA**

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 March 5, 2019

4. Action Items

- A. Runway Insurance Policy

5. Reports

- A. CEO/GM Reports
- B. Board Committees
- C. 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) Iboa v. MASP
- B. Potential Litigation (Govt Code 54956.9): MASP v. Compton Family Trust; MASP v. Professional Equities, Inc.; MASP v. Hobbs; MASP v. Kim
- C. Real Property Negotiations: (Govt Code 54956.8)
 - 1. Property: Rocket Test Area
Parties: MASP, NUCO
Negotiator: CEO, General Counsel
Term: Lease Term
 - 2. Property: Storage and Industrial Buildings
Parties: MASP, Scaled Composites
Negotiator: CEO, General Counsel
Term: Rent
 - 3. Property: Building 21
Parties: MASP, Randall Kelley
Negotiator: CEO, General Counsel
Term: Rent

8. Closed Session Report

Adjournment

This Agenda was posted on March 15, 2019 by Jason.

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 MARCH 5, 2019

1. CALL TO ORDER

The meeting was called to order on Tuesday, March 5, 2019, at 2:00 p.m. by Vice President Deaver in the Board Room at Mojave Air and Space Port, Mojave, California.

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

B. Roll Call:

Directors present: Allred, Balentine, Deaver

Directors absent: None

Others present: CEO Drees, DOO Himes, DOA Rawlings, President Parker (by phone), Treasurer Evans (by phone), and District Counsel Navé (by phone)

C. Approval of Agenda: Upon motion by Director Deaver, seconded by Director Allred, The Board unanimously approved the agenda.

2. COMMUNITY ANNOUNCEMENTS

Cathy Hansen announced the Plane Crazy Saturday, the Experimental Fly-in for April and the Antelope Valley 99s 29th Annual Poker Run.

3. CONSENT AGENDA

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

A. Minutes of the Regular Board Meeting on February 5, 2019

4. ACTION ITEMS

None

5. REPORTS

A. Financial Reports

DOA Rawlings presented the financial reports.

B. CEO/GM Report

Congratulations to Virgin Galactic for second space flight.

Will start including leases and any real property on CEO Report.

C. Board Committees

There were no committee reports.

D. Board of Directors

There were no Board comments

8. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

There were no public comments.

9. CLOSED SESSION

A. Existing Litigation: Martin Iboa

B. Potential Litigation: MASP v. Compton Family Trust; MASP v. Professional Equities, Inc.; MASP v. Hobbs; MASP v. Kim

C. Real Property Negotiations:

1. Property: Hangar 921 & 936 Office
Parties: MASP, Joanne & Wen Painter
Negotiator: CEO, General Counsel
Term: Lease Term
2. Property: Rocket Test Area
Parties: MASP, Virgin Orbit
Negotiator: CEO, General Counsel
Term: Lease Term

10. CLOSED SESSION REPORT

In closed session, Counsel updated the Board on the Iboa matter and discussed the cases of potential litigation, and the Board gave direction to the CEO regarding Hangars 921 and 936 and the Virgin Orbit rocket test area. No other items were discussed.

ADJOURNMENT

There being no further business to come before the Board, the chair adjourned the meeting at 2:50 pm

Andrew Parker, President

ATTEST

Jimmy R. Balentine, Secretary

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: Runway Insurance Policy
MEETING DATE: March 19, 2019

Background:

Staff is presenting a new insurance policy to cover damage to runway infrastructure. This policy will assist with pavement repair that may be damaged due to a mishap that is not otherwise covered by an existing insurance policy. The coverage amount is \$10M and the premium for the policy is \$10,000. Staff highly recommends securing the additional coverage to ensure our pavement can be repaired timely in the event of a mishap.

Impacts:

Fiscal: \$10,000

Environmental: None

Legal: None

Recommended Action:

Adopt the insurance policy as presented.



Commercial Property, Runway Proposal

Insurance Carrier:

Travelers Property and Casualty Insurance Company of America (A++ XV rating)

Policy Period

TBD to October 1, 2019

Primary Layer

\$10,000,000 per occurrence

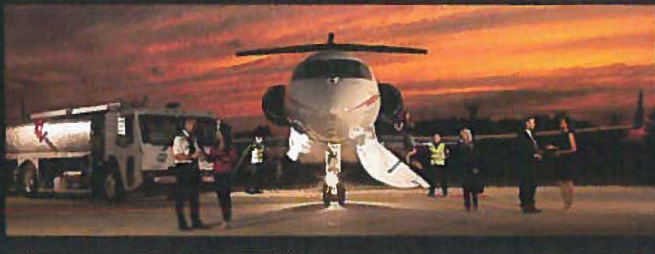
\$5,000 deductible

Covers risk of direct physical loss or damage to runway

Conditions and exclusions same as property policy

Premium: \$10,000 (annually, to be pro-rated)

TRIA is included at no additional cost



Insurance Carrier:

Kinsale Insurance Company (Non-Admitted, A.M. Best Rating A- VIII)

Policy Period

February 1, 2019 to October 1, 2019

Excess Layer

\$10,000,000 excess of \$10,000,000 per occurrence
Covers risk of direct physical loss or damage to runway

Exclusions: earthquake, earthquake sprinkler leakage, flood, equipment breakdown, asbestos, cyber risk, mold pollution, terrorism

Valuation: Replacement Cost

Premium: \$10,000

Surplus Lines Tax: \$300
Stamping Fee: \$20
Terrorism (Optional, additional taxes apply): \$1,000
Minimum Earned Premium: 35%

By signing this document, you agree to the values, limits and terms set forth in the proposal.

Signature of Insured: _____ Date: _____

MOJAVE

AIR AND SPACE PORT

CEO REPORT

TO: MASP Board of Directors
FROM: Karina Drees
MEETING DATE: March 19, 2019

Updates

- Equipment for the air traffic control tower radios has arrived and installation is underway. We expect this to be a significant upgrade to the airport's communication system.
- Runway painting is underway, both to finish our taxiway B extension project and to enhance the markings on runway 12/30 and taxiway C. We expect all painting to be complete by the end of March.
- On March 13, 2019, we hosted a NASA led multi-agency aviation mishap exercise. Key participating agencies included Edwards AFB, NASA, FAA/NTSB, MASP (ARFF, ATC, Security) with Commercial Aircraft Services providing an aircraft fuselage and wing set for a realistic Search, Rescue/Recovery scenario. The exercise proved to be a very useful training opportunity for our operations team.

Authorized Payments

BOARD MEETING 3/19/2019	DATE	AMOUNT	EFT'S	TOTAL
CEO CHECK REGISTER	3/7/19	57,170.04		57,170.04
	3/14/19	35,679.14		35,679.14
	3/13/19		196,823.39	196,823.39
		92,849.18	196,823.39	289,672.57
VOIDED Checks	57771	57832		

Leases Executed

- Hangar 956: Month-to-month
- Bunker 36: Month-to-month

Real Property Acquisitions

- Wen and JoAnn Painter: Hangar 921

Public Works Contracts

- Aviation Striping, 12/30, Twy C painting

Date: Thursday, March 07, 2019
 Time: 03:32PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 09-19 As of: 3/7/2019

Page: 1 of 4
 Report: 03630.rpt
 Company: EKAD

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: EKAD										
Acct / Sub:	101000		1200							
057963	CK	3/7/2019	0109 AT&T	09-19	042683	VO	2425977755/0219	2/20/2019	0.00	202.17
057963	CK	3/7/2019	0109 AT&T	09-19	042684	VO	2453653385/0219	2/20/2019	0.00	202.17
Check Total										404.34
057964	CK	3/7/2019	0157 Akri Corporation	09-19	042678	VO	9889	2/15/2019	0.00	469.00
057964	CK	3/7/2019	0157 Akri Corporation	09-19	042682	VO	9883	2/1/2019	0.00	368.50
Check Total										837.50
057965	CK	3/7/2019	0158 Ameripride Uniform Services	09-19	042671	VO	2100739772/0219	2/1/2019	0.00	249.13
057965	CK	3/7/2019	0158 Ameripride Uniform Services	09-19	042672	AD	10026452/042427	2/12/2019	0.00	-68.44
057965	CK	3/7/2019	0158 Ameripride Uniform Services	09-19	042673	AD	10026453/042671	2/12/2019	0.00	-87.99
057965	CK	3/7/2019	0158 Ameripride Uniform Services	09-19	042681	VO	2110026403	2/1/2019	0.00	345.26
057965	CK	3/7/2019	0158 Ameripride Uniform Services	09-19	042705	VO	2100745770/0319	3/1/2019	0.00	214.79
057965	CK	3/7/2019	0158 Ameripride Uniform Services	09-19	042710	VO	2100745772	3/1/2019	0.00	64.15
Check Total										716.90
057966	CK	3/7/2019	0265 Allstar Fire Equipment, Inc.	09-19	042679	VO	213745	2/27/2019	0.00	13,404.11
057967	CK	3/7/2019	0819 Reliable Air Conditioning	09-19	042693	VO	18955	2/11/2019	0.00	175.00
057968	CK	3/7/2019	0850 Herc Rentals Inc.	09-19	042686	VO	30543583-001	2/14/2019	0.00	1,184.95
057969	CK	3/7/2019	1105 Karl's Hardware & Rental	09-19	042702	VO	035181/0219	2/28/2019	0.00	175.00
057970	CK	3/7/2019	1200 L & L Construction	09-19	042687	VO	WE 2-24-19	2/24/2019	0.00	1,275.00

Date: Thursday, March 07, 2019
 Time: 03:32PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 09-19 As of: 3/7/2019

Page: 2 of 4
 Report: 03630.rpt
 Company: EKAD

Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
057971	CK	3/7/2019	1258 Loomacres, Inc.	09-19		042674	VO	14152/0119	1/3/2019	0.00	5,937.19
057972	CK	3/7/2019	1306 Martha's Cleaning Service	09-19		042706	VO	1749	3/1/2019	0.00	2,150.00
057972	CK	3/7/2019	1306 Martha's Cleaning Service	09-19		042707	VO	1750	3/1/2019	0.00	2,850.00
Check Total											5,000.00
057973	CK	3/7/2019	1347 Miller Equipment Company	09-19		042677	VO	19-2637	1/31/2019	0.00	1,488.00
057973	CK	3/7/2019	1347 Miller Equipment Company	09-19		042688	VO	19-2630	2/18/2019	0.00	1,488.00
Check Total											2,976.00
057974	CK	3/7/2019	1365 Mojave Chamber of Commerce	09-19		042666	VO	022819	2/28/2019	0.00	20.00
057975	CK	3/7/2019	1372 Mojave Public Utility District	09-19		042689	VO	006072001/0219	2/28/2019	0.00	4,439.21
057975	CK	3/7/2019	1372 Mojave Public Utility District	09-19		042690	VO	006072000/0219	2/28/2019	0.00	82.79
057975	CK	3/7/2019	1372 Mojave Public Utility District	09-19		042691	VO	006072003/0219	2/28/2019	0.00	36.25
057975	CK	3/7/2019	1372 Mojave Public Utility District	09-19		042692	VO	006072002/0219	2/28/2019	0.00	68.76
057975	CK	3/7/2019	1372 Mojave Public Utility District	09-19		042700	VO	02191/0219	3/1/2019	0.00	3,598.62
Check Total											8,225.63
057976	CK	3/7/2019	1373 Mojave Public Utility District /	09-19		042701	VO	02192/0219	3/1/2019	0.00	157.50
057977	CK	3/7/2019	1407 Nave & Cortell, LLP	09-19		042711	VO	20720/0219	2/28/2019	0.00	6,185.50
057978	CK	3/7/2019	1436 Porter Concrete Construction	09-19		042712	VO	4431	3/7/2019	0.00	1,206.00
057979	CK	3/7/2019	1670 Praxair	09-19		042699	VO	87797095	2/21/2019	0.00	247.96
057980	CK	3/7/2019	1803 Race Telecommunications, Inc.	09-19		042708	VO	RC234155	3/1/2019	0.00	760.91

Date: Thursday, March 07, 2019
 Time: 03:32PM
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Mojave Air & Space Port
Check Register - Standard
 Period: 09-19 As of: 3/7/2019

Page: 3 of 4
 Report: 03630.rpt
 Company: EKAD

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057980	CK	3/7/2019	1803 Race Telecommunications, Inc.	09-19	042709	VO	RC229572	3/1/2019	0.00	2,554.04
									Check Total	3,314.95
057981	CK	3/7/2019	2006 Sierra Rail Services, LLC	09-19	042675	VO	191201/0119	1/11/2019	0.00	492.20
057981	CK	3/7/2019	2006 Sierra Rail Services, LLC	09-19	042676	VO	191202/0219	2/15/2019	0.00	492.20
									Check Total	984.40
057982	CK	3/7/2019	2041 South Street Digital, Inc.	09-19	042694	VO	12199	2/4/2019	0.00	195.82
057982	CK	3/7/2019	2041 South Street Digital, Inc.	09-19	042695	VO	12173	2/8/2019	0.00	680.89
									Check Total	876.71
057983	CK	3/7/2019	2112 Douglas and Bonnie Triplat	09-19	042418	VO	AR-068055	1/15/2019	0.00	47.90
057984	CK	3/7/2019	2114 2Brothers Mobile Detailing	09-19	042696	VO	879	2/27/2019	0.00	200.00
057985	CK	3/7/2019	2193 Velosio LLC	09-19	042697	VO	558846	2/26/2019	0.00	2,827.50
057986	CK	3/7/2019	2214 Antelope Valley Press, Inc.	09-19	042680	VO	01042/0219	2/28/2019	0.00	650.00
057987	CK	3/7/2019	3030 Valenzuela, Sonia	09-19	042698	VO	022819/RODRIGO	2/28/2019	0.00	140.00

Date: Thursday, March 07, 2019
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Mojave Air & Space Port
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 Period: 09-19 As of: 3/7/2019

Page: 4 of 4
 Report: 03630.rpt
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Check Count: 25

Acct Sub Total: 57,170.04

Check Type	Count	Amount Paid
Regular	25	57,170.04
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:	25	57,170.04

Company Disc Total	0.00	Company Total	57,170.04
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Date: Thursday, March 14, 2019
 Time: 11:38AM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 09-19 As of: 3/14/2019

Page: 1 of 3
 Report: 03630.rpt
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Company: EKAD										
Acct / Sub:	101000		1200							
057988	CK	3/14/2019	0158 Ameripride Uniform Services	09-19	042736	VO	2100747284/0319	3/8/2019	0.00	174.24
057988	CK	3/14/2019	0158 Ameripride Uniform Services	09-19	042737	VO	2100747287	3/8/2019	0.00	104.85
									Check Total	279.09
057989	CK	3/14/2019	0225 Avsurance Corporation	09-19	042734	VO	494	3/12/2019	0.00	73.00
057990	CK	3/14/2019	0396 CDW Government	09-19	042740	VO	RJP2798	3/5/2019	0.00	11,341.69
057991	CK	3/14/2019	0717 Geographic Data and	09-19	042750	VO	GD10717	3/11/2019	0.00	765.00
057992	CK	3/14/2019	0866 Home Depot	09-19	042751	VO	07610417/0219	2/27/2019	0.00	3,254.23
057993	CK	3/14/2019	1005 Pacific Telemanagement Svcs.	09-19	042713	VO	2014501	3/7/2019	0.00	53.00
057994	CK	3/14/2019	1161 Kern Auto Parts Inc	09-19	042726	VO	899690	2/13/2019	0.00	80.02
057994	CK	3/14/2019	1161 Kern Auto Parts Inc	09-19	042727	VO	900338	2/25/2019	0.00	12.78
057994	CK	3/14/2019	1161 Kern Auto Parts Inc	09-19	042728	VO	899712	2/13/2019	0.00	669.07
057994	CK	3/14/2019	1161 Kern Auto Parts Inc	09-19	042729	VO	899980	2/19/2019	0.00	6.41
									Check Total	768.28
057995	CK	3/14/2019	1200 L & L Construction	09-19	042718	VO	WE 3-3-19	6/3/2019	0.00	1,958.50
057996	CK	3/14/2019	1258 Loomacres, Inc.	09-19	042717	VO	14197/0219	3/1/2019	0.00	5,937.19
057997	CK	3/14/2019	1315 McMaster-Carr	09-19	042743	VO	88235668	3/5/2019	0.00	162.34

Date: Thursday, March 14, 2019
 Time: 11:38AM
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Mojave Air & Space Port
Check Register - Standard
 Period: 09-19 As of: 3/14/2019

Page: 2 of 3
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Check Nbr	Check Type	Check Date	Vendor ID	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
			Vendor Name	To Post	Closed						
057998	CK	3/14/2019	1364 Karl's Hardware Mojave	09-19		042730	VO	022019	2/27/2019	0.00	1,092.27
057999	CK	3/14/2019	1626 Petro Lock, Inc.	09-19		042738	VO	03000047	2/14/2019	0.00	768.00
058000	CK	3/14/2019	1800 RSI Petroleum	09-19		042744	VO	0329053	3/4/2019	0.00	1,780.57
058001	CK	3/14/2019	2044 Securitas Security Services USA,	09-19		042725	VO	W6386688	2/28/2019	0.00	1,106.93
058002	CK	3/14/2019	2193 Velosio LLC	09-19		042748	VO	559969	3/12/2019	0.00	700.00
058003	CK	3/14/2019	2254 Waste Management	09-19		042746	VO	1178348080/0319	3/1/2019	0.00	710.65
058003	CK	3/14/2019	2254 Waste Management	09-19		042747	VO	1167548088/0319	3/1/2019	0.00	357.73
058004	CK	3/14/2019	2337 S.O. Witt & Associates	09-19		042720	VO	14/0219	3/4/2019	0.00	4,200.00
058005	CK	3/14/2019	2450 Xerox Corporation	09-19		042719	VO	096233266	3/1/2019	0.00	266.62
058006	CK	3/14/2019	3009 Carlos Lucero	09-19		042742	VO	030619	3/6/2019	0.00	104.05
Check Total										0.00	1,068.38 4,200.00

Date: Thursday, March 14, 2019
 Time: 11:38AM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 09-19 As of: 3/14/2019

Page: 3 of 3
 Report: 03630.rpt
 Company: EKAD

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
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Check Count: 19

Acct Sub Total: 35,679.14

Check Type	Count	Amount Paid
Regular	19	35,679.14
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:	19	35,679.14

Company Disc Total	0.00	Company Total	35,679.14
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<i>Date</i>	<i>Electronic Fund Transfers March 1 to March 13, 2019</i>					<i>Amount</i>
3/5/2019	1800	CALPERS 1946207465	03/05/19	TRACE #-122000490682218	Mojave Air and	48,949.43
3/5/2019	1800	CALPERS 1946207465	03/05/19	TRACE #-122000490682220	Mojave Air and	9,174.00
3/6/2019	3100	CALPERS 1946207465	03/06/19	TRACE #-122000492418581	Mojave Air and	4,911.99
3/6/2019	3100	CALPERS 1946207465	03/06/19	TRACE #-122000492418583	Mojave Air and	1,694.85
3/6/2019	3100	CALPERS 1946207465	03/06/19	TRACE #-122000492418585	Mojave Air and	5,873.38
3/6/2019	3100	CALPERS 1946207465	03/06/19	TRACE #-122000492418907	Mojave Air and	4,832.30
3/6/2019	3100	CALPERS 1946207465	03/06/19	TRACE #-122000492418909	Mojave Air and	1,694.85
3/6/2019	3100	CALPERS 1946207465	03/06/19	TRACE #-122000492418911	Mojave Air and	5,379.18
3/6/2019	INVESTMENT	BFDS 943111333	03/06/19	TRACE #-011000025750991	MOJAVE AIR & SP	245.15
3/6/2019	INVESTMENT	BFDS 943111333	03/06/19	TRACE #-011000025750992	MOJAVE AIR & SP	245.15
3/6/2019	INVESTMENT	BFDS 943111333	03/06/19	TRACE #-011000025750993	EAST KERN AIRPO	692.30
3/6/2019	INVESTMENT	BFDS 943111333	03/06/19	TRACE #-011000025750994	EAST KERN AIRPO	692.30
3/7/2019	EFTTransfe	AVFUEL3252 9382073252	03/07/19	TRACE #-072000090249833	Mojave Air and	23,155.14
3/7/2019	GARNISH	PAYCHEX CGS 1161124166	03/07/19	TRACE #-043000095900611	MOJAVE AIR & SP	92.30
3/7/2019	PAYROLL	PAYCHEX - RCX 1161124166	03/07/19	TRACE #-111000023919824	MOJAVE AIR & SP	55,965.72
3/8/2019	INVOICE	PAYCHEX EIB 1161124166	03/08/19	TRACE #-021000020342240	MOJAVE AIR & SP	214.50
3/8/2019	TAXES	PAYCHEX TPS 1161124166	03/08/19	TRACE #-021000029062192	MOJAVE AIR & SP	13,031.20
3/12/2019	EFTTransfe	AVFUEL3252 9382073252	03/12/19	TRACE #-072000094362587	Mojave Air and	19,979.65
Total						196,823.39