

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF  
MOJAVE AIR AND SPACE PORT  
November 18, 2014**

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, November 18, 2014.

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

President Painter presented the Agenda. CEO requested that item 4G) under Business Items be removed. Upon motion by Director Evans, seconded by Director Deaver and unanimously carried, it was:

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

**PUBLIC COMMENTS**

Mr. Dwayne McNutt addressed the Board and stated that he was slightly behind with his rent. He informed Board that he is working on the Pratt & Whitney 747 and had some payment issues with them and should have an idea the middle of next month where he stands. CEO Witt responded and made a point to the Board that there have been times that ASB has been in this position over the years and stated for the record that in his 13 years here ASB Avionics has always met their obligations and addressed the situation up front. CEO expressed his appreciation and further stated that he had every expectation ASB would honor their commitment and President Painter concurred.

**CONSENT AGENDA**

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

**3A) Minutes of October 21, 2014**

**RESOLVED:** That the Minutes of October 21, 2014 be approved as submitted and further reading thereof be waived.

**BUSINESS ITEMS**

**4A) Check Register 11/14/14**

President Painter presented the General Fund Check Register for November 14, 2014 with the schedule of electronic fund transfers delineated below.

**SCHEDULED ELECTRONIC FUND TRANSFERS**

AV Fuel	11/06/14	\$ 25,590.14
AV Fuel	11/07/14	\$ 736.38
AV Fuel	11/11/14	\$ 37,232.11
AV Fuel	11/12/14	\$ 24,610.13
AV Fuel	11/12/14	\$ 24,895.96
AV Fuel	11/12/14	\$ 24,870.83
AV Fuel	11/12/14	\$ 24,855.13
AV Fuel	11/12/14	\$ 24,789.17
CalPers	11/12/14	\$ 36,652.88
AV Fuel	11/14/14	\$ 24,845.70
AV Fuel	11/14/14	\$ 24,436.32
AV Fuel	11/15/14	\$ 24,868.05
AV Fuel	11/19/14	\$ 24,836.77
AV Fuel	11/25/14	\$ 24,544.22

Upon motion by Director Peterson, seconded by Director Balentine and unanimously carried, it was:

**RESOLVED:** That Board approve check numbers 052710 through 052770 on register date November 14, 2014 in the

amount of \$220,343.22 and Electronic Fund Transfer payments in the amount of \$347,763.79 for a total of \$568,107.01.

#### **4B) Financial Reports**

Interim Chief Financial Officer Michael Brouse discussed Treasurer's Report for the month ending October 31, 2014. The General Fund account had a beginning balance of \$726,310.38 and an ending balance of \$850,154.85. The beginning balance for the total of all accounts was \$3,763,050.80 and the total ending balance for all accounts was \$3,904,651.72. CFO reported that the District had a very good month for fuel sales with a total gallons sold of 97,235. CEO Witt commented that fuel sales have not been at these levels since 2002/2003. The Fuel Inventory showed a balance for the month of \$230,178.94 and gallons sold year to date was 230,497. CFO Brouse reviewed the October 2014 Revenue and Expense Summary Report for the month. Chart highlighted Revenue –Fuel Sales (\$457,803) Rents and Leases (\$344,093) and other Revenue (\$87,807) for total revenue of \$889,703. Chart highlighted Expenses –Personnel (\$122,840) Fuel (\$394,426) and Operating (\$245,519) for total expenses of \$762,785. CFO stated that this was a fairly representative month if you look at averages. The Year to Date Summary for Revenue: Fuel (\$1,088,406) Rents and Leases (\$1,460,827) and other Revenue (\$1,046,347) for total revenue of \$3,595,580. Year to Date Summary for Expenses: Personnel (\$953,315) Fuel (\$881,435) and Operating (\$961,219) for total expenses of \$2,795,969. Percentages of Revenue for the month were Rents and Leases at 39%, Fuel Sales at 51% and other Revenue at 10%. Percentages of Expenses for the month were Operating at 32%, Personnel at 16% and Fuel at 52%. FY 14-15 Revenue was Rents and Leases at 41%, Fuel Sales at 30% and other Revenue at 29%. FY 14-15 Expenses were Operating at 34%, Personnel at 34% and Fuel at 32%. CFO Brouse reviewed the Customers over 90 Days Past Due Report and stated that the district is making progress and the total past due now is at \$92,826.74. He commented that we may have reached a point where a determination will need to be made as to whether these accounts will have to be written off. He stated that he will be developing a policy for Board consideration with respect to how the District will handle delinquent accounts

in the future. He said this should become a more routine process based on the number of days delinquent with defined actions to take place based on Board policy. CEO Witt requested CFO Brouse finalize proposed policy for Finance Committee review next month and bring to Board for approval and Director Evans commented that the Finance Committee made the same request to have draft of policy ready for review in December. Upon motion by Director Deaver, seconded by Director Balentine and unanimously carried, it was:

**RESOLVED:** That the Financial Reports for October, 2014 be approved as submitted.

**4C) Kieffe & Sons Ford**

CEO Witt discussed request from staff to purchase a Ford F-150 pickup truck from Kieffe and Sons Ford in Mojave. He commented that in discussions with Director Peterson it would be advantageous to have a 4 wheel drive vehicle with a crew cab included in the District's fleet for use on and off the airport. It was noted that several recent events have supported the need for an off road vehicle to respond to incidents that may occur off airport property. CEO Witt asked Deputy General Manager Drees to research funding opportunities within the current budget. It was determined that in the capital expenditures account the pump house project came in under budget. The budget for the pump house project was \$250,000 but the District received a grant from the FAA in the amount of \$125,000 for the project. Staff recommended Board approve purchase of vehicle using excess funds from the capital expenditures account. Director Peterson suggested approving an amount up to \$40,000 to cover cost of vehicle plus radios and additional safety equipment. Upon motion by Director Peterson, seconded by Director Deaver and unanimously carried, it was:

**RESOLVED:** That Board approve purchase of Ford F-150 Pickup Truck from Kieffe & Sons at an amount not to exceed \$40,000.00.

**4D) Shaw, Moses, Mendenhall & Associates Insurance Renewal**

CEO Witt discussed quote for general liability insurance. He noted that Board requested

last year for staff to research competitiveness of bids for the various insurance policies held by the District. CEO discussed this with District's insurance broker Duncan MacGillivray who pointed out that the District's premiums and carriers for insurance change from year to year based on their routine analysis to obtain the best coverage and rates for the District. CEO Witt also noted that he contacted two other insurance brokers who confirmed that the District's current broker is providing very competitive quotes for the types of coverage required by the District. Upon motion by Director Balentine, seconded by Director Peterson and unanimously carried, it was:

**RESOLVED:** That Board approve renewal of coverage for General Liability in the amount of \$64,372 for policy number AP00185849958 for the annual term of 11/17/14 – 11/17/15.

**4E) Shaw, Moses, Mendenhall & Associates Insurance Renewal**

CEO Witt stated that the same staff analysis for competitiveness of rates applied to this commercial auto renewal as well. Upon motion by Director Balentine, seconded by Director Peterson and unanimously carried, it was:

**RESOLVED:** That Board approve renewal of coverage for Commercial Auto in the amount of \$42,215 for policy number 72UENJQ1198 for the annual term of 11/23/14 –11/23/15.

**4F) Kern EDC Membership**

CEO Witt discussed membership renewal with the KEDC and commented that he and staff have researched whether or not the District receives a value commensurate with the expenditure of \$2,500 for membership. He stated that he has raised his concerns to Richard Chapman, Executive Director of KEDC and was satisfied with their response to those concerns and this item has his recommendation for approval. Director Deaver noted that he has been very closely involved with KEDC through the East Kern Economic Alliance and commented that Mr. Chapman has been very helpful and

supportive of MASP and all of Southeast Kern County. Kern EDC is a private, non-profit corporation which focuses on developing a strong and diversified economy in Kern County and whose mission is to market the region in a strategic and professional manner in the retention of local businesses providing the necessary economic and demographic information and research that businesses need to support them with their expansion plans.

Delineated below are some of the accomplishments of KEDC for the past year:

### **Business Recruitment and Attraction**

- Worked with over 70 companies considering Kern County for expansion or relocation. Clients included Bolthouse Farms, MidAmerican Solar, SunEdison, Pioneer Green Energy, SunSelect, 8minutenergy, EDP Renewables, SCS Energy, Caterpillar, Ross Dress for Less and Railex.
- Marketed Kern County to national and regional site selection consultants
- Continued to promote and advance regional economic development collaboration throughout the Central Valley and LA Basin counties
- Redesigned and enhanced Kern EDC's marketing collaterals, including the website and Market Overview/Investor Directory
- Continued to foster a strong partnership with the County of Kern to stimulate a diversified and strong economic climate

### **Local Business Retention & Expansion Efforts**

- Focused on company visitation program that is the cornerstone of Kern EDC's business development activities
- Continued to promote and develop the *Kern Business Journal*
- Produced timely and relevant information that will help to support existing business growth strategies
- Created additional networks of local business leaders in industry-specific clusters
- Presented the Kern County Economic Summit and the Energy Summit to help local businesses gain the knowledge necessary to help them thrive

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

**RESOLVED:** To approve renewal of District's membership investment with Kern Economic Development Corporation for fiscal period July 2014 – June 2015 at the bronze level in an amount not to exceed \$2,500.00.

#### **4H) Alpha Dyno Nobel Leases**

CEO Witt stated that Alpha Dyno Nobel (known as Alpha Explosives) has had contracts with the District for over twenty years and the majority of their contracts have been short term (month to month). He stated that they have recently had a change in ownership and have asked to convert all of their short term leases (seven leases) to five year term leases at a competitive market rate. He commented that the long term leases will be beneficial to the District by bringing continuity and predictability over a longer period of time and the new leases will be subject to the CPI increases each year. The leases are as follows: Building 30 and Acreage, Bunker 274 and Acreage, South Storage Acreage and Wash Rack, Bunker 38, Bunker 277, Bunkers 39, 41 and Acreage and Acreage North Storage.

CEO recommended approval of this request and that he be given authorization to execute leases on behalf of District. Upon motion by Director Evans, seconded by Director Deaver and unanimously carried, it was:

**RESOLVED:** That Board approve the conversion of seven leases noted above with Alpha Dyno Nobel to five year terms and the Chief Executive Officer be authorized to execute on behalf of the District.

#### **Reports/Announcements**

##### **5C) Board of Directors**

Director Balentine commented that the Cemetery District has recently replaced their fences with new block walls and asked if staff could work with the County to add curb and gutter along the frontage of the cemetery to enhance the entrance to the airport. He also suggested that sidewalks and a bike path be installed along Belshaw and eventually tie in to the District's walking path on Airport Blvd which would address safety concerns for people who currently walk along that route. Director Deaver concurred with Director Balentine and commented that he had talked to Supervisor Scrivner about the need for complete rehabilitation of Belshaw instead of the usual overlays of reclamite. Director Peterson commended the MASP team for their fine efforts over the past several weeks in

dealing with the difficult times relating to recent incidents. He specifically acknowledged CEO Witt and COO Wojtkiewicz for their participation in the search and rescue efforts in those recent incidents.

### **CEO/GM Approved Expenditures**

#### **Miller Equipment Company Proposal**

CEO Witt reported that he approved payment to Miller Equipment Company, Inc. in the amount of \$6,000.00 for trenching and installation of a 12” water main near Incotec. The tenant (Incotec) approached the District and offered to purchase the water pipe if the District would pay for the installation.

#### **CEO Comments**

CEO Witt reported that during recent emergency events his phone became inoperative due to volume of incoming calls and messages and he was unable to relay information to the Directors in a timely manner. He stated that he will have staff research the installation of an emergency notification system similar to what the schools use to notify parents in the event of an emergency.

CEO Witt reported that he and COO Kevin Wojtkiewicz attended the Veterans Day Ceremony held at the Mojave Cemetery. He commented on the bronze Battlefield Cross, Fallen Soldier Memorial that was unveiled during the ceremony. He suggested the District purchase a similar memorial for MASP. Director Deaver commented that Golden Queen Mining donated the base for the original flagpole.

CEO reported that Breitling was here filming November 6<sup>th</sup> & 7<sup>th</sup> recently and on one of the days MASP had some distinguished visitors, John Travolta, Marcus Allen and Merle Haggard.

CEO Witt reported that the Rising Tree Wind Company received Notice of Determination of No Hazard from the FAA for installation of 30 wind turbines which will trigger a payment to the District of \$1.2 Million from that company.

CEO Witt reported that he was visited last week by Kern County Fire Department Deputy Chief Cody and Supervisor Scrivner to review the excess federal equipment program. CEO also noted the GT Auto Club event occurred on November 1<sup>st</sup>.

**Op-Ed Letter of Gratitude to the Aerospace Valley**  
**CEO Stuart Witt**

Character is seldom created during the good times. Character in my glossary of terms defines the people with whom you choose to work, play and socialize. Over the past four weeks my 62 year definition of Character has not changed. Most don't seem to realize the human sacrifice involved with each phase of furthering human movement around the Earth. From 10,000 years ago to 150 years ago humans traveled at the speed of their feet. Today we travel at .82 Mach in pressurized air conditioned comfort. Statistically, all reach their destination safely. All of this advancement occurred in the past 115 years! Not a bad contribution from the dreamers/funders/developers/testers/operators. But, from time to time we (our little club) pay a costly fee for our contribution to humanity's safe movement around the globe.

For us the morning of October 24 started out like most others. It included a brief scan of the daily flight test schedule, a brief on the special testing of rocket engines on the north side, and official visitors. Running a test airport/spaceport has a natural way of keeping you on edge at all times, even though most may never see that dimension in your eyes. Just ask Kevin our Operations Director or Harold our Maintenance/Fuels Director or me. What we did not know at 0926 on 24 Oct was that our Character would be exposed to the world over the next four weeks, beginning in one minute.

My first clue, "Stu, Tiger 3 is overdue and Tower just said an ELT (emergency locator transmitter) can be heard on 121.5 mhz. from somewhere near Koehn Dry Lake"... This info taken separately is common, taken together is not good and triggers action by many. My response to Kevin, "take Chris, take a case of water and start driving north on 14. I will go to "the School" (NTPS) and obtain what I can and relay. (Latitude Longitude, etc., frequency for Search and Rescue SAR) Call 911 and make a preparatory call for assistance from KCSO and KCFD, request the FD helicopter from Keene. I will be right behind you." It did not take long to ascertain that Tiger 3 was not responsive by radio or cell phone. We are very familiar with the operating area and info was arriving fast. I relayed best Lat/Long info received and headed north where I intercepted Kevin and Chris and two KCSO units on Randsburg Road west of Garlock. As the day unfolded we soon realized the valley had lost an incredibly talented test pilot and German flight engineer on a training/instructional flight east of Koehn Lake. This led to a long introspective weekend for many and the questions began flying, "Why, How, etc."... Answers all unknown, even as I write. But we could not get past the depth of our loss. It hurt and affected the entire valley and RDT&E Flight Community.

By the end of the first memorial on 29 Oct we were still in a daze but beginning to function as a unit once again. The airport was in high gear and the school was easing back in the air. We had conducted our mandatory emergency responders briefing in preparation for Friday's planned SS2 powered flight. By Thursday evening as ground crews were preparing for fueling, our focus has shifted. Things were moving forward. Outcomes from the previous week, our execution of our internally and externally SAR efforts regarding the Tiger 3 mishap were professional and by the

book. You could say, we were tuned up for all the wrong reasons, ready for the last mishap...as always the case.

We were now ready to return to the airport NLT 0400 on 31 Oct to begin operations for a 0800 takeoff and planned 0915 release of SS2. We all arrived on schedule and once again I received my morning status briefing..."a delay of perhaps 1-2 hours for rather normal reasons, slightly cooler than expected temps". Our daily emergency responders briefing included three new faces from the KCSO's office and one from the KCFD. We went through each detail as if it were everyone's first time. Each one of these sessions ends with an overview of current events and items to keep in your head as we enter game time. This IS THE REAL DEAL... EVERYTIME.

As the usual airport employee crowd gathered at the base of the tower we noticed a somewhat larger group than normal. Nice day, big crowd, "We see the contrails of WhiteKnightTwo 50+ miles east headed our way" was the whisper in the crowd. As onlookers listened to Carl in the Tower clear "SCAT" for landing the crowd became characteristically silent...absolutely silent. Three two one, release, release, release... item away, good light, nominal... Then nothing..... Character time had begun for the second week in a row. Second Friday in a row...nearly the same time, same location over the north test ranges. Then the radio calls which say so much to the listening grey beards. "One Chute", and the pre-briefed emergency responder Cavalry departed to the north on cue.

So, who displayed Character?

Dr. Al Peterson (former USA veteran and test pilot). Volunteer UH-1N pilot of Tiger 1 who one week earlier had lost his best friend and test pilot, along with Nicola Pecile (Italian AF Test Pilot), Ed Solskey (Former Canadian AF Test Pilot) & EMT Patrick Campbell, first to make contact with SS2 Survivor, and Dr. Chuck Antonio MD.(former USN pilot and MD) Russ Stewart (former USAF Test Pilot), C.J. Sturckow (former USMC and NASA Astronaut), Nigel Speedy (South African Test Pilot) on different days who just happened to be airborne and answered the call to provide airborne on-scene command or first on scene. These professionals each provided precise descriptive commentary to guide follow-up responders along with Air Traffic Controllers from Mojave, Edwards and FAA, just doing their jobs. Just average folks who a few days earlier were mourning the loss of a squadron mate and a week later saving another. (foreign and domestic, competitors, collaborators, pilots, controllers) Mercy Air Medical Responders who quietly carries out their craft daily, but on these two days in October 2014 were supporting the same people whom they meet for lunch at the Voyager. [Character on call and in full view.](#)

Kevin (former USN rescue swimmer) and Chris from our Operations and Security divisions, first on scene two weeks in a row. Kevin and Chris have my deepest respect for running to the sound of gunfire. Character. Then there is our office staff, who to a person just knows what to do because they have participated in training so many times under the leadership of former employee Bob Rice and our Fire Chief Rich Fauble and Deputy Joe Hughes who guide us in emergency preparedness. Through them we know exactly what to do and where to go FIRST. All true professionals, like Tenina, Lynn, Carmelita and Carrie who run our front office and accounting office by day, instantly shift gears and manage public information, set up spaces for press conferences, established and captured exacting time lines with Mike and Sara in security, lock down video, weather info, and prepare me for mandatory reporting to FAA/NTSB/AST and

congressional members. Cam Martin and John Kelly from NASA Armstrong who quietly settled in and began collecting data for my press notes and organizing assistance from NASA and USAF grief counselors. Deborah Roth, my assistant who quietly knows “how to think for me”, especially during crisis. Character on display.

All responders from Chief Brian Marshall’s KCFD: Deputy Chief Mike Cody, Battalion Chief Jim Eckroth, Steve Pendergrass and Kern County Sheriff Donny Youngblood who personally committed hundreds of personnel including Mojave Substation leadership Lt Little and SGT Williams, Cal City Fire and PD, Ridgecrest PD, who took on scene command and established 7/24 control providing GIS Mapping of the entire debris field for NTSP. Hundreds of volunteer KCSO Search and Rescue personnel. Character at every level.

So, while we continue to mourn our deep losses from the month of October 2014, from my desk to so many in the Aerospace Valley from Ridgecrest to Palmdale, who chose this profession from so many perspectives, test pilots to office assistants and aircraft maintainers/fuelers, controllers, operations directors, emergency responders you showed your Character. To the responsible members of the nation’s press corps who patiently waited for a call back, you too have displayed character by accurately reporting and not running off with false information. To the kind notes of encouragement from all corners of the Aerospace Valley your messages were timely and most sincerely received. To my dear friends at the National Test Pilot School, Scaled Composites, The Spaceship Company and Virgin Galactic, you are collectively a “class act” and we are so very proud to serve alongside your teams.

Simply stated, I’ve never been so pleased to be a member of a small team with Character, who choose to make a big difference for our nation and the world.

### **CLOSED SESSION**

Board adjourned to Closed Session per Government Code Section 54956.9 (Flight Test Associates)

### **CLOSED SESSION REPORT**

Board and Counsel discussed the Flight Test Associates claim and upon motion by Director Evans, seconded by Director Deaver, the Board voted unanimously to reject the claim. No other items were discussed.

### **ADJOURNMENT**

There being no further business to come before the Board, the chair adjourned the meeting at 4:40 p.m.

**RESOLVED:** That the regular meeting of  
November 18, 2014 be and the same is hereby  
adjourned.

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President

**ATTEST**

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Secretary

**(SEAL)**