

MOJAVE AIR AND SPACE PORT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: February 16, 2016

Time: 2:00 p.m.

Location: Board Room
1434 Flightline, Mojave, California

Via teleconference: Director Evans
Location: 643 Bair Island Road, #305
Redwood City, CA 94063

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 Business Items.

- A. Minutes of the Regular Board Meeting on February 2, 2016
- B. Check Register dated February 12, 2016

4. Business Items

- A. Approval of Auto Policy Renewal
- B. Approval of Resolution Declaring Surplus Property

5. Reports

- A. Financial Report
- B. CEO/GM Report
- C. Board Committees
- D. Board of Directors: This portion of the meeting is reserved for board members to address 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. Real Property Negotiations (Govt Code 54956.8):
Property: Hangar 990
Negotiator: CEO, General Counsel
Parties: MASP, Stinemetze
Negotiating: Land Lease

8. Closed Session Report

Adjournment

This Agenda was posted on February 12, 2016 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 OF FEBRUARY 2, 2016

1. CALL TO ORDER

The meeting was called to order on Tuesday, February 2, 2016, at 2:00 p.m. by Board President David Evans in the Board Room at Mojave Air and Space Port located at 1434 Flightline, Mojave, California.

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

B. Roll Call:

Directors present: Balentine, Deaver, Evans, and Peterson

Directors absent: Painter

Others present: Director of Planning Wojtkiewicz, Director of Administration Rawlings, Director of Maintenance Smith, District Counsel Navé (by phone), and Michael Brouse

C. Approval of Agenda: Upon motion by Director Balentine, seconded by Director Deaver, the agenda was unanimously approved as presented.

2. COMMUNITY ANNOUNCEMENTS

Cathy Hansen announced the next Plane Crazy Saturday on February 20, 2016.

3. CONSENT AGENDA

Upon motion by Director Balentine, seconded by Director Deaver, the following Consent Agenda items were unanimously approved:

A. Minutes of the Regular Board Meeting of January 19, 2016

B. Minutes of Special Board Meeting on January 27, 2016

C. Check Register dated January 29, 2016

4. BUSINESS ITEMS

A. Approval of Land Lease Agreement with Kern County.

DOP Wojtkiewicz presented the Board with the proposed lease with Kern County. Upon motion by Director Deaver, seconded by Director Balentine, the Board voted unanimously to approve the lease.

B. Approval of Land Lease with Pyro Engineering

DOP Wojtkiewicz presented the Board with the proposed lease with Kern County. Upon motion by Director Deaver, seconded by Director Balentine, the Board voted unanimously to approve the lease.

C. Approval of Consulting Agreement with Stuart Witt

DOP Wojtkiewicz presented the Board with the proposed consulting agreement with Stuart Witt. Upon motion by Director Balentine, seconded by Director Deaver, the Board voted unanimously to approve the contract.

5. REPORTS

A. CEO/GM Report

There were no questions regarding the CEO's written report.

B. Board Committees

There were no committee reports.

C. Board of Directors

Director Balentine asked about wind damage at the Airport.

6. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Cathy Hansen thanked Airport staff for cleaning up the drain ditches prior to the rain.

7. CLOSED SESSION

A. Existing Litigation (Govt Code 54956.9): *Soest v. MASP*

B. Real Property Negotiations (Govt Code 54956.8):

Property: Hangar 990
Negotiator: CEO, General Counsel
Parties: MASP, Stinemetze
Negotiating: Land lease

C. Real Property Negotiations (Govt Code 54956.8):

Property: Hangar 968
Negotiator: CEO, General Counsel
Parties: MASP, Kevin Mikey
Negotiating: Right of First Refusal

8. CLOSED SESSION REPORT

In closed session, the Board gave direction regarding lease negotiations for Hangar 990 and Hangar 968. *Soest v. MASP* was not discussed.

ADJOURNMENT

There being no further business to come before the Board, the chair adjourned the meeting at 2:22 p.m.

David Evans, President

ATTEST

Jimmy R. Balentine, Secretary

Date: Friday, February 12, 2016
 Time: 08:36AM
 User: LCALICA

Mojave Air & Space Port

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 Report: 03630.rpt

Check Register - Standard

Company: EKAD

Period: 08-16 As of: 2/12/2016

Check Nbr	Check Type	Check Date	Vendor ID	Vendor Name	Period To Post	Period Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
Company: EKAD												
Acct / Sub:	101000		1200									
054071	CK	2/16/2016	0158	Ameripride Uniform Services	08-16		035277	VO	2100499042	1/29/2016	0.00	62.20
054071	CK	2/16/2016	0158	Ameripride Uniform Services	08-16		035278	VO	2100499058	1/29/2016	0.00	173.17
054071	CK	2/16/2016	0158	Ameripride Uniform Services	08-16		035306	VO	2100500763	2/5/2016	0.00	54.95
054071	CK	2/16/2016	0158	Ameripride Uniform Services	08-16		035307	VO	2100500766	2/5/2016	0.00	207.67
Uniform Svc.												Check Total
												497.99
054072	CK	2/16/2016	0173	Allied Security Holdings LLC	08-16		035275	VO	6348587	1/28/2016	0.00	4,674.96
054072	CK	2/16/2016	0173	Allied Security Holdings LLC	08-16		035276	VO	6348588	1/28/2016	0.00	3,040.41
Security Svc												Check Total
												7,715.37
Pilot Lounge												
054073	CK	2/16/2016	0234	Baryan	08-16		035308	VO	1515059	2/1/2016	0.00	51.33
Refuse												
054074	CK	2/16/2016	0249	Benz Construction Services	08-16		035318	VO	2674310/01-16	1/31/2016	0.00	185.28
Pump House Repair												
054075	CK	2/16/2016	0258	Boetsch Well Drilling & Pump Service	08-16		035363	VO	PUMP HOUSE	2/4/2016	0.00	7,773.00
Accounting Consultant												
054076	CK	2/16/2016	0284	Brouse, Michael L.	08-16		035339	VO	JAN 27, FEB 2	2/6/2016	0.00	1,625.00

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054077	CK	2/16/2016	0356 Complete Aviation Fuel Systems	08-16	035280	VO	1732	1/22/2016	0.00	1,570.31

Fuel Nozzles

054078	CK	2/16/2016	0395 Campbell, Patrick	08-16	035279	VO	HUNVEE PARTS	1/29/2016	0.00	850.00
054078	CK	2/16/2016	0395 Campbell, Patrick	08-16	035340	VO	044133WTTTS	2/4/2016	0.00	18.26

Reimbursement/Fire Dept. Equipment & Supplies

Check Total

868.26

054079	CK	2/16/2016	0396 CDW Government	08-16	035358	VO	GVBX910/9847862	2/11/2016	0.00	824.40
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Fire Dept. Parts

054080	CK	2/16/2016	0410 Dynamic Science, Inc.	08-16	035319	VO	103 / 01-16	2/3/2016	0.00	19,634.43
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Tower Contract

054081	CK	2/16/2016	0422 Direct TV	08-16	035281	VO	27688929038/JAN	1/25/2016	0.00	37.48
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Telecommunications

054082	CK	2/16/2016	0427 Desert Industrial Supply	08-16	035341	VO	000871	2/5/2016	0.00	120.99
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Maintenance/Bldg. 25

054083	CK	2/16/2016	0751 The Gibbons Family LLC	08-16	035320	VO	01-16/INVSTR PM	1/31/2016	0.00	4,516.35
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Investor Pmt./Hangar 79

054084	CK	2/16/2016	0835 High Desert Wireless Broadband	08-16	035309	VO	40287	2/2/2016	0.00	5,007.88
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054084	CK	2/16/2016	0835 High Desert Wireless Broadband	08-16	035321	VO	40286 /JAN 2016	2/2/2016	0.00	2,500.00
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Consulting Svc.

Check Total

7,507.88

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054085	CK	2/16/2016	0839 Highway Glass	08-16	035310	VO	108735	2/2/2016	0.00	288.13
054085	CK	2/16/2016	0839 Highway Glass	08-16	035342	VO	108739	2/4/2016	0.00	368.75
054085	CK	2/16/2016	0839 Highway Glass	08-16	035343	VO	108741	2/5/2016	0.00	368.75
Check Total										1,025.63
Wind Damage										
054086	CK	2/16/2016	0842 J. Hitchcock Riverwest Fam Ptr	08-16	035322	VO	01-16/INVSTR PM	1/31/2016	0.00	3,010.90
Investor Pmt/Hangar 79										
054087	CK	2/16/2016	0997 IDZONE	08-16	035271	VO	1185737	12/23/2015	0.00	103.74
Security Supplies										
054088	CK	2/16/2016	1005 PTS	08-16	035345	VO	815174/02-16	2/4/2016	0.00	53.00
Bldg. 58/Pay Phone										
054089	CK	2/16/2016	1030 Jethawks Prof. Baseball Club	08-16	035344	VO	AEROSPACE/8-5	2/5/2016	0.00	1,000.00
Marketing										
054090	CK	2/16/2016	1040 Jimco Construction & Equip	08-16	035323	VO	40268/01-16	2/11/2016	0.00	492.20
Track Inspection										
054091	CK	2/16/2016	1106 Robert W. Karpe, Trustee	08-16	035324	VO	01-16/INVSTR PM	1/31/2016	0.00	7,527.24
Investor Pmt./Hangar 79										
054092	CK	2/16/2016	1122 Kelley~Randall	08-16	035282	VO	11048	1/29/2016	0.00	833.22
Equipment Repair										

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Cleaning Svc.										
054093	CK	2/16/2016	1306 Martha's Cleaning Service	08-16	035311	VO	1320	2/2/2016	0.00	2,730.00
Maintenance Repair/Bldg. 70										
054094	CK	2/16/2016	1323 Medley Fire Protection, Inc.	08-16	035283	VO	8521	1/15/2016	0.00	1,766.25
Building Maintenance/Wind Damage										
054095	CK	2/16/2016	1364 Mojave/Karl's Hardware	08-16	035366	VO	JAN 2016	1/31/2016	0.00	2,929.77
Utility										
054096	CK	2/16/2016	1372 Mojave Public Utility District	08-16	035284	VO	0604950	1/31/2016	0.00	57.12
054096	CK	2/16/2016	1372 Mojave Public Utility District	08-16	035285	VO	0604900	1/31/2016	0.00	53.09
054096	CK	2/16/2016	1372 Mojave Public Utility District	08-16	035286	VO	0604800	1/31/2016	0.00	6,517.30
054096	CK	2/16/2016	1372 Mojave Public Utility District	08-16	035287	VO	0604600/01-16	1/31/2016	0.00	1,061.73
										Check Total
										7,689.24
Refuse Svc.										
054097	CK	2/16/2016	1375 Mojave Sanitation	08-16	035325	VO	2673674/01-16	1/31/2016	0.00	932.89
Auto Parts										
054098	CK	2/16/2016	1406 Napa Auto Parts	08-16	035312	VO	839010	2/2/2016	0.00	6.98
Professional Svc.										
054099	CK	2/16/2016	1407 Nave & Cortell, LLP	08-16	035288	VO	20276	2/1/2016	0.00	4,650.00
Membership Dues										
054100	CK	2/16/2016	1611 The Palmdale Aerospace Academy	08-16	035364	VO	2016 MEMBERSHIP	2/11/2016	0.00	500.00

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Fuel Additives										
054101	CK	2/16/2016	1626 Petro Lock, Inc.	08-16	035346	VO	272928	2/3/2016	0.00	1,081.95
MASP/Postage										
054102	CK	2/16/2016	1645 Pitney Bowes Purchase Power	08-16	035289	VO	1058-0813/JAN	1/25/2016	0.00	239.99
Equipment/Wind Damage										
054103	CK	2/16/2016	1750 Quinn Power Systems	08-16	035290	VO	PC080370025	1/27/2016	0.00	931.85
054103	CK	2/16/2016	1750 Quinn Power Systems	08-16	035291	AD	PR080045266	1/27/2016	0.00	-483.42
054103	CK	2/16/2016	1750 Quinn Power Systems	08-16	035347	VO	PC080370478	2/4/2016	0.00	162.91
										Check Total
										611.34
Auto Fuel										
054104	CK	2/16/2016	1800 Ramos / Strong, Inc.	08-16	035292	VO	0290588	1/25/2016	0.00	875.50
054104	CK	2/16/2016	1800 Ramos / Strong, Inc.	08-16	035348	VO	0290919	2/4/2016	0.00	1,591.32
										Check Total
										2,466.82
Telecommunications										
054105	CK	2/16/2016	1803 Race Telecommunications, Inc.	08-16	035313	VO	RC097437/02-16	2/1/2016	0.00	64.95
054105	CK	2/16/2016	1803 Race Telecommunications, Inc.	08-16	035314	VO	RC097273/02-16	2/1/2016	0.00	2,498.27
										Check Total
										2,563.22
Fire Dept. Parts										
054106	CK	2/16/2016	1900 SCBA Sales & Rentals, LLC	08-16	035362	VO	100266	2/1/2016	0.00	8,000.00
Temp Employee										
054107	CK	2/16/2016	1906 Sage Staffing	08-16	035295	VO	53364	1/25/2016	0.00	614.40
054107	CK	2/16/2016	1906 Sage Staffing	08-16	035330	VO	53412/01-16	2/1/2016	0.00	768.00
										Check Total
										1,382.40

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Drinking Water Svc.

054108	CK	2/16/2016	1925	Sparklelts	08-16	08-16	035326	VO	13703338012816	1/28/2016	0.00	327.42
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Sponsorship

054109	CK	2/16/2016	1950	Society of Exp. Test Pilots	08-16	08-16	035353	VO	37394/2016 SYMP	2/9/2016	0.00	500.00
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Utility

054110	CK	2/16/2016	1952	So. Calif. Edison	08-16	08-16	035365	VO	2025279670/FEB	2/6/2016	0.00	8,412.40
054111	CK	2/16/2016	1954	So. Calif. Gas Co.	08-16	08-16	035349	VO	10289363938/FEB	2/3/2016	0.00	17.36
054111	CK	2/16/2016	1954	So. Calif. Gas Co.	08-16	08-16	035350	VO	16561545001/FEB	2/3/2016	0.00	724.26
054111	CK	2/16/2016	1954	So. Calif. Gas Co.	08-16	08-16	035351	VO	07531545767/FEB	2/3/2016	0.00	646.27
054111	CK	2/16/2016	1954	So. Calif. Gas Co.	08-16	08-16	035352	VO	07111545997/FEB	2/3/2016	0.00	704.93

Check Total 2,092.82

Utility

054112	CK	2/16/2016	1962	Sprint	08-16	08-16	035354	VO	670907680/02-16	2/1/2016	0.00	12.85
054112	CK	2/16/2016	1962	Sprint	08-16	08-16	035355	VO	678196590/02-16	2/1/2016	0.00	12.85
054112	CK	2/16/2016	1962	Sprint	08-16	08-16	035367	VO	55012161040826	1/25/2016	0.00	47.67

Check Total 73.37

Telecommunication

054113	CK	2/16/2016	1978	Security Benefit	08-16	08-16	035293	VO	PPE 1/10/16	1/15/2016	0.00	1,799.60
054113	CK	2/16/2016	1978	Security Benefit	08-16	08-16	035294	VO	PPE 1/24/16	1/29/2016	0.00	2,645.75

Check Total 4,445.35

Employee Paid Benefit

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
054114	CK	2/16/2016	2033 Tucker/Hess Productions	08-16	035177	VO	136	1/1/2016	0.00	3,423.80
054114	CK	2/16/2016	2033 Tucker/Hess Productions	08-16	035356	VO	138	2/3/2016	0.00	551.25
054114	CK	2/16/2016	2033 Tucker/Hess Productions	08-16	035361	VO	136-FINAL	2/1/2016	0.00	81.39
Check Total										4,056.44

Marketing

054115	CK	2/16/2016	2214 Antelope Valley Press	08-16	035296	VO	127065 /JAN2016	1/31/2016	0.00	381.87
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Advertising

054116	CK	2/16/2016	2235 Virtual Graffiti, Inc.	08-16	035297	VO	660941	1/18/2016	0.00	881.85
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Security Supplies

054117	CK	2/16/2016	2450 Xerox Corporation	08-16	035315	VO	083333313	2/2/2016	0.00	474.93
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Printer Rental

054118	CK	2/16/2016	3001 Wojtkiewicz, Kevin	08-16	035329	VO	16019BM6377	1/14/2016	0.00	25.45
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Reimbursement/Employee Benefit

054119	CK	2/16/2016	3550 JoAnn Painter	08-16	035327	VO	5163/5985	1/29/2016	0.00	250.00
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Reimbursement/Employee Benefit

054120	CK	2/16/2016	3551 Janet Kelly	08-16	035316	VO	000259/113015	1/130/2015	0.00	289.00
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Reimbursement/Employee Benefit

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Check Register - Standard

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Check Nbr	Check Type	Check Date	Vendor ID	Vendor Name	Period To Post	Period Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
054121	CK	2/16/2016	3650	Javier Ruiz	08-16		035317	VO	003707013172678	11/30/2016	0.00	150.00
054121	CK	2/16/2016	3650	Javier Ruiz	08-16		035328	VO	1303176/2930111	1/27/2016	0.00	60.00
Reimbursement/Employee Benefit												
											Check Total	210.00

054122	CK	2/16/2016	4091	JW GRIFFIN CONSTRUCTION INC	08-16		035359	VO	65	2/10/2016	0.00	10,350.00
054122	CK	2/16/2016	4091	JW GRIFFIN CONSTRUCTION INC	08-16		035360	VO	66	2/10/2016	0.00	800.00
Contractor/Wind Damage												
											Check Total	11,150.00

054123	CK	2/16/2016	4231	Christina Scott	08-16		035357	VO	SC007712-3-16	2/3/2016	0.00	510.00
Reimbursement/Employee Benefit												
											Acct Sub Total:	138,605.75

Check Type	Count	Amount Paid
Regular	53	138,605.75
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:	53	138,605.75

Company Disc Total: 0.00 Company Total: 138,605.75

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EFT's												
AVFuel		2/13/16		12,623.79								
AVFuel		2/12/16		12,284.13								
AVFuel		2/17/16		12,312.58								
AVFuel		2/19/16		12,908.19								
Calpers		2/5/16		17,373.00								
Calpers		2/5/16		1,876.00								
Calpers		2/5/16		9,252.97								
Calpers		2/5/16		641.50								
Calpers		2/5/16		1,493.99								
Calpers		2/9/16		9,133.99								
Calpers		2/9/16		1,493.99								
Calpers		2/9/16		919.20								
Amex		2/12/16		14,020.18								
CREvent;Security,Office Supplies,Advertising 6,678.00												
HS/Equip Parts 589.75												
KW/Security,Office Supplies & Equipment 3,730.82												
JB/Membership 5.83												
KDMA DC trip,Conf. Registraton,Ofc Furniture 3,015.78												
Total EFT 106,333.51												
Total for Approval 244,939.26												

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: **Auto Insurance Renewal**
MEETING DATE: 2/16/2016

Background:

The District's Auto Policy is up for renewal in February 2016. The attached quote is provided by Shaw, Moses, Mendenhall and Associates for insurance through The Hartford Company. Our premium has decreased \$4,963 to \$38,934 from our last renewal.

Impacts:

Fiscal: \$38,934 budgeted dollar

Environmental: None

Legal: None

Recommended Action:

Accept the proposal for auto insurance renewal through The Hartford Company.

SCHEDULE OF INSURANCE
FOR
MOJAVE AIR AND SPACE PORT

LISA- Account Rep.

D. MACGILLIVRAY

COMPANY POLICY NUMBER	DESCRIPTION	TERM	PREMIUM
THE HARTFORD 72UENJQ1198	<p><u>BUSINESS AUTO</u></p> <p style="margin-left: 40px;">\$1,000,000 Covered Auto Liability-Scheduled Vehicles 1,000,000 Uninsured Motorist-Scheduled Vehicles 5,000 Medical Payments 1,000 Comprehensive Deductible 1,000 Collision Deductible</p> <p>Schedule of Vehicles:</p> <ol style="list-style-type: none"> 1. 2000 Ford - 5690 2. 2007 Ford - 1003 3. 2008 Ford - 4616 4. 2008 Ford - 6605 5. 2008 Ford - 8873 6. 1999 Ford - 6175 7. 2009 Toyota - 1779 8. 2009 Ford - 0214 9. 2002 Ford - 1608 10. 2010 Ford - 7174 11. 2008 Ford - 7311 12. 2012 Ford - 5226 13. 2013 Chevy - 5972 14. 2013 Ford - 7539 15. 2013 Ford - 7540 16. 2013 Ford - 4465 17. 2014 Ford - 6846 18. 2013 Chevy - 4879 19. 2015 Chevy - 4554 	02/01/2016 TO 02/01/2017	\$38,934 Direct Billed By Company

WE ASK THAT YOU NOT ACCEPT THE ABOVE SCHEDULE OF INSURANCE POLICY AS A COMPLETE DETAIL OF POLICY TERMS. A SCHEDULE CAN NEVER REPLACE THE POLICY AND THE ACTUAL POLICY LANGUAGE WILL GOVERN THE SCOPE AND LIMITS OF COVERAGES INVOLVED.

SHAW, MOSES, MENDENHALL & ASSOCIATES
INSURANCE AGENCY
625 FAIR OAKS AVENUE, SUITE 158, SOUTH PASADENA, CA 91030
(626) 799-7813 Phone (626) 799-8784 Fax
License 0D94511
www.smmainsurance.com

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors

FROM: Karina Dress

SUBJECT: Surplus Vehicles

MEETING DATE: Feb 16, 2016

Background:

The district would like the vehicles below deemed surplus and those items will be disposed of properly and/or sold.

<u>Year</u>	<u>Make/Model</u>	<u>Last 4 VIN</u>
2003	Ford F3504x4	2889
2007	Ford Escape	8099

Impacts:

Fiscal: All proceeds of sale/disposal of vehicles will be deposited into the General Fund account.

Environmental: None

Legal: None

Recommended Action:

The Board makes the following finding of fact and motion:

1. The District owned vehicles listed on listing that are no longer usable and are surplus to the needs of the District; as the cost to fix the vehicle exceeds the value.

Therefore, staff is directed to dispose of the vehicles in any manner that complies with the law, and deposit any funds received therefrom into the District's general fund.

RESOLUTION NO.

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
MOJAVE AIR AND SPACE PORT
DECLARING CERTAIN PROPERTY SURPLUS TO
THE NEEDS OF THE DISTRICT AND AUTHORIZING
DISPOSITION OF THE PROPERTY**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF MOJAVE AIR AND SPACE
PORT** as follows:

1. Purpose.

This resolution declares certain property surplus to the needs of the District and authorizes the Chief Executive Officer to dispose of such property.

2. Disposition of Property.

The Board finds and declares:

(a) The Board of Directors hereby finds and declares the property identified in Exhibit 1 attached hereto, and incorporated herein by reference, (the "Surplus Property") to be surplus property and no longer suitable to the District's needs.

(b) The District's Chief Executive Officer is directed to dispose of the Surplus Property in a manner in the best interests of the District.

(c) The Chief Executive Officer is authorized to determine which offer to acquire the Surplus Property is in the best interests of the District.

(d) If no offers are received the Chief Executive Officer is authorized to dispose of the Surplus Property in a manner that is in the best interests of the District and in accordance with law.

(e) The District's Chief Executive Officer shall report the results of the disposal of the property to the Board of Directors.

PASSED, APPROVED AND ADOPTED on February 16, 2016.

David Evans, President

ATTEST:

Jimmy R. Balentine, Secretary

Exhibit 1

Surplus Property 2.16.2016

Year	Make/Model	Last 4 VIN
2003	Ford F3504x4	2889
2007	Ford Escape	8099

**Mojave Air & Space Port
Treasurer's Report
For the month ended January 31, 2016**

	General	County Treasury	LAIF	Total
Beginning Balance	\$ 1,309,537.89	\$ 1,273,281.77	\$ 4,848,426.95	\$ 7,431,246.61
Receipts:				
Operating Revenues	524,209.17	-	-	524,209.17
Interest Income	54.08	1,489.75	4,487.39	6,031.22
Tax Proceeds	-	13,539.78	-	13,539.78
Total Receipts	524,263.25	15,029.53	4,487.39	543,780.17
Expenditures:				
Operating Expenses	(770,232.14)	-	-	(770,232.14)
Project Expenses	-	-	-	-
Total Expenditures	(770,232.14)	-	-	(770,232.14)
Transfers:				
Between General and County Treasury	-	-	-	-
Between General and LAIF	-	-	-	-
Total Transfers	-	-	-	-
Ending Balance	\$ 1,063,569.00	\$ 1,288,311.30	\$ 4,852,914.34	\$ 7,204,794.64

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

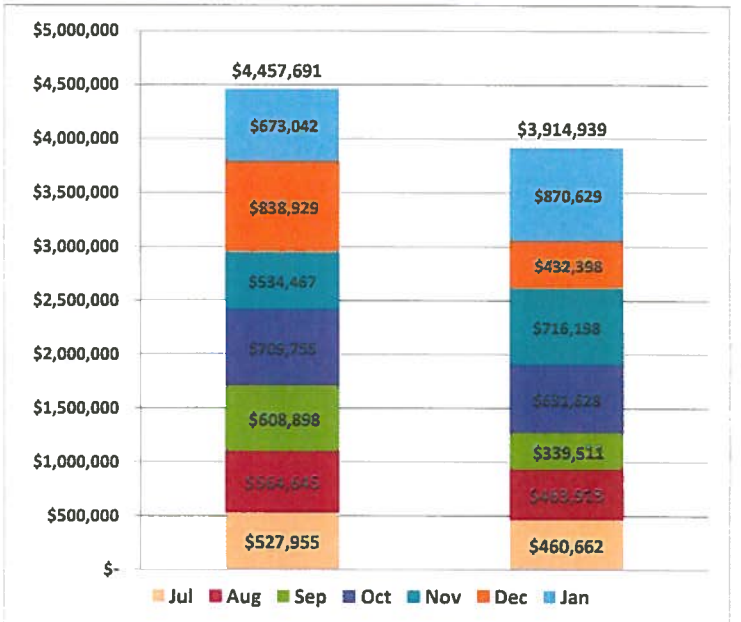
Mojave Air & Space Port

January 2016 Revenue and Expense Summary

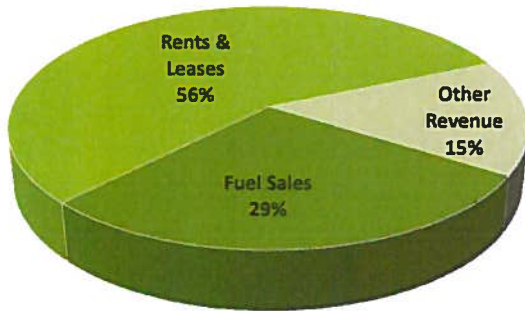
Revenue		Expenses	
Fuel Sales	\$ 191,820	Personnel	\$ 489,737
Rents & Leases	\$ 378,197	Fuel	\$ 74,397
Other Revenue	\$ 103,025	Operating	\$ 306,495
Total Revenue	\$ 673,042	Total Expense	\$ 870,629

Year to Date Revenue and Expense Summary

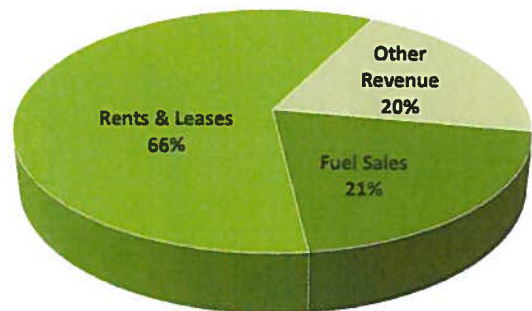
Revenue		Expenses	
Fuel Sales	\$ 907,803	Personnel	\$ 1,852,656
Rents & Leases	\$ 2,643,829	Fuel	\$ 505,502
Other Revenue	\$ 906,059	Operating	\$ 1,556,781
Total Revenue	\$ 4,457,691	Total Expense	\$ 3,914,939



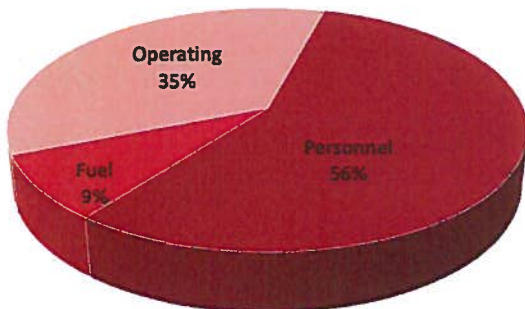
January Revenue



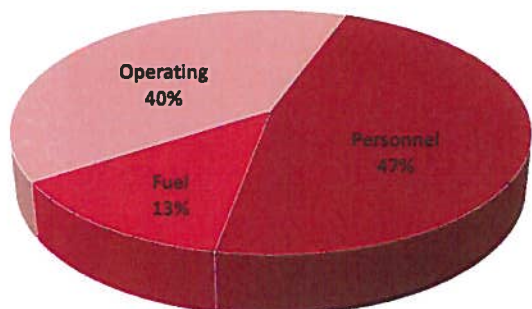
FY 15-16 Revenue



January Expenses



FY 15-16 Expenses



Mojave Air & Space Port Fuel Inventory Report

January 2016

JET A		
Beginning Inventory	76,782	
Gallons Delivered		
Gallons Purchased	39,062	
Defuels	-	
Total Gallons Delivered	39,062	
Gallons Pumped		
Gallons Sold	46,108	
Refuels	-	
Tank farm/Line truck sumps	60	
Delivery Samples	25	
Total Gallons Pumped	46,193	
Ending Inventory	69,651	
Physical Check	68,376	
Inventory Value at	1.79	\$122,393.04

AVGAS		
Beginning Inventory	14,890	
Gallons Delivered		
Gallons Purchased	-	
Gallons Pumped		
Gallons Sold	3,305	
Tank farm/Line truck sumps	60	
Delivery Samples	-	
Total Gallons Pumped	3,365	
Ending Inventory	11,525	
Physical Check	11,125	
Inventory Value at	3.98	\$44,277.50

LUBRICANTS		
Beginning Inventory	307	
Quarts Purchased	0	
Quarts Sold	14	
Ending Inventory	293	
Physical Check	293	
Aeroshell 100; 100W; 15/50 Multi		
107 @ \$5.95; 75 @ \$6.02; 111 @ \$6.68		\$1,829.63

PRIST		
Beginning Inventory	117	
Cans Purchased	0	
Cans Sold	0	
Ending Inventory	117	
Physical Check - Cans	117	
Physical Check - Bulk	5.5	
117 CANS @ \$7.40; 5.5 (5) Gallons @ 120.15		\$1,526.63

UNLEADED FUEL		
Beginning Inventory	749.0	
Gallons Purchased	505.0	
Gallons Used	511.0	
Ending Inventory	743.0	
Physical Check	718.0	
Inventory Value at	\$2.31	\$1,658.58

DIESEL FUEL		
Beginning Inventory	780.0	
Gallons Purchased	100.0	
Gallons Used	357.0	
Ending Inventory	523.0	
Physical Check	540.0	
Inventory Value at	\$1.92	\$1,036.80

January 2016 Fuel Inventory **\$172,722.18**

January Gallons Sold **49,413**
Year to Date **230,532**

Mojave Air & Space Port

Customers Over 90 Days Past Due

Customer Name	1-30 Days	31-60 Days	61-90 Days	90+ Days	TOTAL	Comments
Continuous Quality Industrial	163.74	162.15	160.4	490.88	977.17	Notice to Terminate Sent
Flight Test Aerospace, Inc.	0.00	0.00	0.00	2,301.98	2,301.98	Balance over 90 days is for Hangar 100
Innovative Coating Tech	20.65	0.00	0.00	2,066.15	2,086.80	Skipped Payment - Check is in the mail
Teri Roper	128.17	125.60	123.96	46.52	424.25	Statement sent to Tenant
TOTALS	312.56	287.75	284.36	4,905.53	5,790.20	

Aged AR as of 2/11/2016 381,353.63 14,983.34 4,404.36 4,905.53 405,646.86

Payment Arrangements included in 1-30 days

Payment Arrangements

Fiberset 14,184.56

REM 28,144.21

42,328.77

MOJAVE

AIR AND SPACE PORT

CEO REPORT

TO: MASP Board of Directors

FROM: Karina Drees

MEETING DATE: February 2, 2016

Goals and Objectives

- We are in the process of completing contracts for contractors. We have completed two thus far and have two left to complete.
- The Board room enhancements, competitive analysis and accounting system upgrades are underway.

Airport Improvements

- We are in the process of securing additional bids for the water line break at hangar 210.

The maintenance team has been busy working on airport-wide cleanup from the last wind event.

We are in the process of completing repairs to damaged buildings due to the 12/22 wind event. Harold is working with AIG Insurance to process the claim.

Updates

- I have approved pay increases for two staff members. Both have taken on additional duties in the past several months and the increases are well deserved.
 - Administrative Assistant I: 5% increase effective 2/8/16
 - Administrative Assistant I: 5% increase effective 2/8/16
- We have yet to secure all tickets to the AV Board of Trade Business Outlook conference February 26. Please inform staff if you would like to attend.
- I am attending the semi-annual Commercial Spaceflight Federation conference in Washington DC and will be out of the office February 29 – March 3. Kevin Wojtkiewicz will be acting GM in my absence and will fill in at the next Board meeting.