

MOJAVE AIR AND SPACE PORT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: June 2, 2020

Time: 2:00 p.m.

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

**Director Deaver will call in from:
16144 "H" Street
Mojave, CA 93501**

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 Special Board Meeting on May 20, 2020
- B. Check Register dated May 27, 2020, \$66,826.85

4. Action Items

- A. Resolution Declaring Certain Property Surplus to the Needs of the District
- B. Resolution Amending the Board Policy 300 As It Relates To Authorized Positions and Compensation
- C. Covid-19 Fuel Policy
- D. FY 20-21 Budget Approval

5. Reports

- A. Finance Reports
- B. CEO/GM Reports
- C. Board Committees
- D. 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) MASP v. Shinnick
- B. Real Property Negotiations (Govt Code 54956.8)
 - 1. Property: Building 72
 - Parties: MASP, National Test Pilot School
 - Negotiator: CEO, General Counsel
 - Term: Lease
- C. Potential Threats to Public Services (Govt Code 54957)
 - Consultation with CEO, General Counsel, DOO Himes, DOT Buck

8. Closed Session Report

Adjournment

This Agenda was posted on May 29, 2020 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 SPECIAL MEETING ON MAY 20, 2020

(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 Wednesday, May 20, 2020, at 12:00 p.m. by President Evans.

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

B. Roll Call:

Directors present: Allred, Balentine, Evans and Parker, Director Deaver via tele-conference

Directors absent:

Others present: CEO Drees, DOA Rawlings, DOO Himes, District Counsel Navé via tele-conference.

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

2. COMMUNITY ANNOUNCEMENTS

There were no community announcements

3. CONSENT AGENDA

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

A. Minutes of the Regular Board Meeting on May 5, 2020

4. Action Items

A. Brown Armstrong Accountancy Corp. Engagement Letter.

DOA Rawlings briefed the Board on the engagement letter, stating there is no FAA grant, therefore no Single-Audit. Upon motion by Director Parker, seconded by Director Balentine, the Board unanimously approved the Brown Armstrong Accountancy Corp. Engagement Letter.

B. Coronavirus Aid Relief, and Economic Security Act (CARES Act) FAA Grant Acceptance and Authorization.

CEO Drees briefed the Board on the funds available to all general aviation airports thru the CARES Act, stating all local airports have been allotted Thirty Thousand Dollars (\$30,000.00) to be used in the general fund account towards operation expenses. CEO Drees requested the Board authorize her to apply for and accept the funds. Upon motion by Director Balentine, seconded by Director Allred, the Board unanimously approved CEO Drees to Apply for the CARES Act Funds and Accept the CARES Act Funds.

5. Closed Session

A. Real Property Negotiations (Govt Code 54956.8)

1. Property: Building 72

Parties: MASP, National Test Pilot School

Negotiator: CEO, General Counsel

Term: Lease

B. Performance Evaluation: CEO

6. CLOSED SESSION REPORT

In closed session, Director Evans disqualified himself from participating in the real property negotiations with National Test Pilot School because it had been a source of income and left the room. CEO Drees and The Board discussed Real Property Negotiation regarding the National Test Pilot School and the CEO's Performance Evaluation. No Action was taken and no other items were discussed.

7. Strategic Plan Update

CEO Drees discussed the proposed plan and the Sector Map. She also discussed current tenants, revenue and potential new tenants. CEO Drees also updated the Board on her discussions with the FAA on pending projects. CEO Drees also discussed the Fitness Center with the Board and potential new businesses coming to the airport. The implementation of water meters were also discussed.

8. Budget Workshop

CEO Drees discussed the potential decrease in rent revenue due to Covid-19. CEO Drees and the Board discussed removing the California City Grant from the budget, the funds available under the CARES Act, the cost of living increase as well as the projected land acquisitions. Other items discussed were OPED contributions, fuel discounts, building upgrades, equipment and roof repairs.

ADJOURNMENT

There being no further business to come before the Board, the chair adjourned the meeting at 2:01 pm.

David Evans, President

ATTEST

Jimmy R. Balentine, Secretary

Date: Wednesday, May 27, 2020
 Time: 02:00PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 12-20 As of: 5/27/2020

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 | | | | | | | | |
| 059661 | CK | 6/2/2020 | 1314 Mead & Hunt | 12-20 | 045686 | VO | 301454 | 4/7/2020 | 0.00 | 10,332.19 | |
| 059661 | CK | 6/2/2020 | 1314 Mead & Hunt | 12-20 | 045687 | VO | 302690 | 5/8/2020 | 0.00 | 7,515.20 | |
| 059661 | CK | 6/2/2020 | 1314 Mead & Hunt | 12-20 | 045752 | VO | 303369 | 5/18/2020 | 0.00 | 48,979.46 | |
| | | | | | | | | | Check Total | 66,826.85 | |
| Check Count: | 1 | | | | | | | | | Acct Sub Total: | 66,826.85 |

| Check Type | Count | Amount Paid |
|--------------------|----------|------------------|
| Regular | 1 | 66,826.85 |
| 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: | 1 | 66,826.85 |

| | | | |
|---------------------------|-------------|----------------------|------------------|
| Company Disc Total | 0.00 | Company Total | 66,826.85 |
|---------------------------|-------------|----------------------|------------------|



AIR AND SPACE PORT

STAFF MEMORANDUM

TO: Board of Directors
FROM: Jason Buck, Director of Technology
SUBJECT: Surplus Equipment
MEETING DATE: June 2, 2020

Background:

The equipment listed in the exhibit to the resolution is no longer used or necessary for District operations. As such, staff recommends declaring the equipment surplus and authorizing its disposal.

Impacts:

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

Environmental: None

Legal: None

Recommended Action:

Approve the resolution declaring the property in the exhibit to be surplus to the needs of the Airport and authorizing its disposal.

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 property identified in Exhibit 1 (the "Surplus Property"), attached hereto and incorporated herein by reference, is surplus to and no longer suitable for 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 June 2, 2020.

David Evans, President

ATTEST:

Jimmy R. Balentine, Secretary

(SEAL)

EXHIBIT A

| Item | | Serial | | Status |
|-------------------------|--|---------------------|--|--------------|
| | | | | |
| Built Camera Client PC | | Parts (NUUO) | | Obsolete |
| Built Camera Client PC | | Parts (NUUO) | | Obsolete |
| NUUO Repeater | | 1627631385 | | Obsolete |
| NUUO Repeater | | 1627631390 | | Obsolete |
| Magnavox UHF Radio | | UHF 1 | | Obsolete |
| Magnavox UHF Radio | | UHF 2 | | Obsolete |
| Bendix King Tower Radio | | VHF 1 | | Failed |
| Bendix King Tower Radio | | VHF Spare | | Failed |
| Bendix King Tower Radio | | VHF 2 | | Obsolete |
| HMMWV Ranger 24 1987 | | VIN: W91ZKV5169700A | | Non-Operable |
| HMMWV Ranger 25 1991 | | VIN: SZ31295208F009 | | Non-Operable |

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: Employee Compensation
MEETING DATE: June 2, 2020

Background:

In our efforts to continue professionalizing our team, we have discovered a need to increase the pay bands on two key District positions: Fire Chief and Air Traffic Control Supervisor. We believe this will enable us to find more experienced professionals and reduce turnover, resulting in better safety practices for our operations.

The change to the compensation table for these positions increases the maximum compensation from \$7,500/mo to \$8,000/mo for the Air Traffic Control Supervisor and from \$7,000/mo to \$8,000/mo for the Fire Chief.

Impacts:

Fiscal: No immediate impact to the FY 20-21 budget
Environmental: None
Legal: None

Recommended Action:

Adopt the resolution approving the recommended changes to personnel compensation.

RESOLUTION NO.

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF MOJAVE AIR AND SPACE PORT
AMENDING BOARD POLICY 300 AS IT RELATES
TO AUTHORIZED POSITIONS AND COMPENSATION**

Whereas, Board Policy 300, section 3-1.01, specifies the authorized positions for District employees;

Whereas, Board Policy 300, section 3-1.02, specifies the compensation for the District's authorized positions; and

Whereas, the District desires to amend the sections regarding authorized positions and compensation;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Mojave Air and Space Port as follows:

1. Section 2-3.01 and 2-3.02 of the of Board Policy 300 are amended to read as follows:

“Section 3-1.01 General

(a) **General.** This Article describes terms and conditions of employment. The District's Employee Handbook contains a more complete description of the terms, conditions and benefits of employment with the District.

(b) **Positions Authorized.**

- (1) The following full-time positions are authorized:

CEO/General Manager
Director of Planning
Director of Operations
Director of Administration
Director of Fuels
Director of Technology
Air Traffic Control Supervisor
Facilities Manager
Fire Chief
Deputy Fire Chief
Assistant Fire Chief
Fire Fighter

Security Chief
 Assistant Security Chief
 Maintenance Supervisor
 Maintenance II
 Maintenance I
 Contracts Manager
 Administrative Assistant II
 Administrative Assistant I
 Air Traffic Control Specialist

(2) The following part-time positions are authorized:

Fire Fighter
 Maintenance - Fueler
 Maintenance - Temporary
 Administration/Intern – Temporary
 Air Traffic Control Specialist

Section 3-1.02 Compensation

(a) Employees shall be paid biweekly on Fridays.

(b) Monthly minimum and maximum salaries for full-time authorized positions are:

| <u>FULL TIME</u> | <u>COMPENSATION</u> | |
|--------------------------------|---------------------|----------------|
| | <u>MINIMUM</u> | <u>MAXIMUM</u> |
| CEO/General Manager | 12,500 | 25,000 |
| Director of Planning | 6,667 | 14,000 |
| Director of Operations | 6,667 | 12,500 |
| Director of Administration | 5,490 | 8,700 |
| Director of Fuels | 5,490 | 8,700 |
| Director of Technology | 5,490 | 8,700 |
| Air Traffic Control Supervisor | 5,200 | 8,000 |
| Facilities Manager | 4,144 | 7,000 |
| Fire Chief | 4,144 | 7,000 |
| Deputy Fire Chief | 4,144 | 6,500 |
| Assistant Fire Chief | 4,144 | 6,250 |
| Fire Fighter | 3,471 | 6,250 |
| Security Chief | 4,144 | 6,250 |
| Assistant Security Chief | 2,080 | 5,000 |
| Maintenance Supervisor | 4,144 | 6,250 |
| Maintenance II | 3,471 | 6,000 |
| Maintenance I | 2,080 | 5,000 |
| Contracts Manager | 4,144 | 6,000 |

| | | |
|--------------------------------|-------|-------|
| Administrative Assistant II | 4,144 | 6,000 |
| Administrative Assistant I | 2,800 | 5,000 |
| Air Traffic Control Specialist | 2,080 | 4,000 |

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

| <u>POSITION (Part-Time)</u> | <u>HOURLY RATE</u> |
|-----------------------------------|--------------------|
| Air Traffic Control Specialist | 28.00 – 43.00 |
| Fire Fighter | 20.00 – 30.00 |
| Maintenance – Fueler | 14.00 – 20.00 |
| Maintenance – Temporary | 11.00 – 20.00 |
| Administrative – Temporary/Intern | 11.00 – 20.00 |

(d) Wages shall be paid according to applicable law.”

PASSED, APPROVED, AND ADOPTED on June 2, 2020.

Ayes:
 Noes:
 Abstain:
 Absent:

David Evans, President

ATTEST

Jimmy R. Balentine, Secretary

POLICY 300 - PERSONNEL¹

ARTICLE 1. EMPLOYEE POSITIONS AND BENEFITS

Section 3-1.01 General

This Article describes terms and conditions of employment. The District's Employee Handbook contains a more complete description of the terms, conditions and benefits of employment with the District.

Section Positions Authorized

- (a) The following full-time positions are authorized:

| | |
|--------------------------------|--------------------------------|
| CEO/General Manager | Fire Fighter |
| Director of Planning | Security Chief |
| Director of Operations | Assistant Security Chief |
| Director of Administration | Maintenance Supervisor |
| Director of Fuels | Maintenance II |
| Director of Technology | Maintenance I |
| Air Traffic Control Supervisor | Contracts Manager |
| Facilities Manager | Administrative Assistant II |
| Fire Chief | Administrative Assistant I |
| Deputy Fire Chief | Air Traffic Control Specialist |
| Assistant Fire Chief | |

- (b) The following part-time/temporary positions are authorized:

| | |
|----------------------|---------------------------------|
| Fire Fighter | Maintenance -Temporary |
| Maintenance - Fueler | Administration/Intern-Temporary |
| | Air Traffic Control Specialist |

Section 3-1.02 Compensation

- (a) Employees shall be paid biweekly on Fridays.
- (b) Monthly minimum and maximum salaries for full-time authorized positions are:

¹ Adopted on March 20, 2018 by Res. No. 18-03-777

| FULL TIME | MINIMUM | COMPENSATION |
|--------------------------------|---------|------------------------|
| | | <u>MAXIMUM</u> |
| CEO/General Manager | 12,500 | 25,000 |
| Director of Planning | 6,667 | 14,000 |
| Director of Operations | 6,667 | 12,500 |
| Director of Administration | 5,490 | 8,700 |
| Director of Fuels | 5,490 | 8,700 |
| Director of Technology | 5,490 | 8,700 |
| Air Traffic Control Supervisor | 5,200 | 8,000 7,500 |
| Facilities Manager | 4,144 | 7,000 |
| Fire Chief | 4,144 | 8,000 7,000 |
| Deputy Fire Chief | 4,144 | 6,500 |
| Assistant Fire Chief | 4,144 | 6,500 |
| Fire Fighter | 3,471 | 6,250 |
| Security Chief | 4,144 | 6,250 |
| Assistant Security Chief | 2,080 | 5,000 |
| Maintenance Supervisor | 4,144 | 6,250 |
| Maintenance II | 3,471 | 6,000 |
| Maintenance I | 2,080 | 5,000 |
| Contracts Manager | 4,144 | 6,000 |
| Administrative Assistant II | 4,144 | 6,000 |
| Administrative Assistant I | 2,080 | 5,000 |
| Air Traffic Control Specialist | 5,000 | 7,000 |

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

| <u>POSITION (Part-Time)</u> | <u>HOURLY RATE</u> |
|-----------------------------------|--------------------|
| POSITION <u>(Part-Time)</u> | HOURLY RATE |
| Air Traffic Control Specialist | 28.00 - 43.00 |
| Fire Fighter | 20.00 - 30.00 |
| Maintenance - Fueler | 14.00 -20.00 |
| Maintenance - Temporary | 11.00 - 20.00 |
| Administrative - Temporary/Intern | 11.00 - 20.00 |

(d) Wages shall be paid according to State and Federal Law.

Section 3-1.03 Change in Compensation

(a) The General Manager may recommend compensation changes based on merit. The General Manager may increase the salary of an employee once annually by not more than 5% per month or \$100 per month, whichever is greater, as a reward for outstanding service. The General Manager shall notify the Board within twenty days after granting such a merit raise.

(b) The board may authorize changes in compensation based on cost-of-living.

POLICY 300 - PERSONNEL¹

ARTICLE 1. EMPLOYEE POSITIONS AND BENEFITS

Section 3-1.01 General

This Article describes terms and conditions of employment. The District's Employee Handbook contains a more complete description of the terms, conditions and benefits of employment with the District.

Section Positions Authorized

- (a) The following full-time positions are authorized:

| | |
|--------------------------------|--------------------------------|
| CEO/General Manager | Fire Fighter |
| Director of Planning | Security Chief |
| Director of Operations | Assistant Security Chief |
| Director of Administration | Maintenance Supervisor |
| Director of Fuels | Maintenance II |
| Director of Technology | Maintenance I |
| Air Traffic Control Supervisor | Contracts Manager |
| Facilities Manager | Administrative Assistant II |
| Fire Chief | Administrative Assistant I |
| Deputy Fire Chief | Air Traffic Control Specialist |
| Assistant Fire Chief | |

- (b) The following part-time/temporary positions are authorized:

| | |
|----------------------|---------------------------------|
| Fire Fighter | Maintenance -Temporary |
| Maintenance - Fueler | Administration/Intern-Temporary |
| | Air Traffic Control Specialist |

Section 3-1.02 Compensation

- (a) Employees shall be paid biweekly on Fridays.
- (b) Monthly minimum and maximum salaries for full-time authorized positions are:

¹ Adopted on March 20, 2018 by Res. No. 18-03-777

| FULL TIME | COMPENSATION | |
|--------------------------------|--------------|----------------|
| | MINIMUM | <u>MAXIMUM</u> |
| CEO/General Manager | 12,500 | 25,000 |
| Director of Planning | 6,667 | 14,000 |
| Director of Operations | 6,667 | 12,500 |
| Director of Administration | 5,490 | 8,700 |
| Director of Fuels | 5,490 | 8,700 |
| Director of Technology | 5,490 | 8,700 |
| Air Traffic Control Supervisor | 5,200 | 8,000 |
| Facilities Manager | 4,144 | 7,000 |
| Fire Chief | 4,144 | 8,000 |
| Deputy Fire Chief | 4,144 | 6,500 |
| Assistant Fire Chief | 4,144 | 6,500 |
| Fire Fighter | 3,471 | 6,250 |
| Security Chief | 4,144 | 6,250 |
| Assistant Security Chief | 2,080 | 5,000 |
| Maintenance Supervisor | 4,144 | 6,250 |
| Maintenance II | 3,471 | 6,000 |
| Maintenance I | 2,080 | 5,000 |
| Contracts Manager | 4,144 | 6,000 |
| Administrative Assistant II | 4,144 | 6,000 |
| Administrative Assistant I | 2,080 | 5,000 |
| Air Traffic Control Specialist | 5,000 | 7,000 |

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

| <u>POSITION (Part-Time)</u> | <u>HOURLY RATE</u> |
|-----------------------------------|--------------------|
| POSITION (<u>Part-Time</u>) | HOURLY RATE |
| Air Traffic Control Specialist | 28.00 - 43.00 |
| Fire Fighter | 20.00 - 30.00 |
| Maintenance - Fueller | 14.00 - 20.00 |
| Maintenance - Temporary | 11.00 - 20.00 |
| Administrative - Temporary/Intern | 11.00 - 20.00 |

(d) Wages shall be paid according to State and Federal Law.

Section 3-1.03 Change in Compensation

(a) The General Manager may recommend compensation changes based on merit. The General Manager may increase the salary of an employee once annually by not more than 5% per month or \$100 per month, whichever is greater, as a reward for outstanding service. The General Manager shall notify the Board within twenty days after granting such a merit raise.

(b) The board may authorize changes in compensation based on cost-of-living.

Section 3-1.04 **Benefits**

(a) **Vacation.** Persons employed by the District, other than temporary or part-time employees, are entitled to a paid vacation as specified in the Employee Handbook. Time off for vacation shall be scheduled with the General Manager so vacations will not conflict with the work schedule. An employee may use vacation benefits on consecutive or non-consecutive days with the supervisor's permission.

(b) **Sick Leave.** Employees shall receive sick leave in accordance with law as specified in the Employee Handbook.

(c) **Retirement and Disability.** The District is a member of the California Public Employees Retirement System, and provides retirement and permanent disability benefits in accordance with its CalPERS contract, as explained in greater detail in the Employee Handbook.

(d) **Health, Dental and Optical Plan.** Permanent, full-time officers and employees, including directors, and their dependents shall be eligible for membership in the District's group health plan, including medical, dental, optical, and audiology. The Employee Handbook shall specify the requirements and costs, if any, for employee participations in these benefits.

(e) **Life Insurance.** Permanent full-time employees receive the life insurance benefits of the District's health and accident insurance plan in an amount and form as from time to time established by the Board.

Section 3-1.05 **Leave Without Pay**

An employee may request time off without pay in lieu of receiving any benefits provided. Such time off without pay may also be requested even though benefits as herein provided would not otherwise accrue. The supervisor and General Manager shall approve or disapprove the request in their sole discretion.

Section 3-1.06 **Expenses**

(a) Officers or employees required to use personal vehicles on District business by action of the Board or the General Manager shall be reimbursed at the rate permitted by the IRS for reimbursement. Officers or employees shall file a claim for such reimbursement on a form established by the General Manager, not later than 30 days after the accrual of the claim.

Section 3-1.07 **Probationary Periods**

Regular appointments, including promotional appointments, shall be for a probationary period of six months. During the probationary period, the employee may be removed without cause, and without the right of an appeal or hearing.

Section 3-1.08 Discrimination

No person employed or seeking employment with the District, shall be employed, promoted, discharged, reduced, suspended or in any way favored or discriminated against because of political opinions or affiliation, race, color, creed, sex, age, national origin, physical or medical disability, or handicap.

Section 3-1.09 Nepotism

Except as expressly provided herein, nepotism is prohibited. The District will not prohibit the employment of members of an immediate family in the same department or administrative unit, if the family member is not participating in making recommendations or decisions required by the job to affect the appointment, retention, work assignments, demotion, salary, or working conditions of another family member. For the purposes of this section, the term "immediate family" shall mean mother, mother-in-law, father, father-in-law, spouse, son, daughter, brother, sister, grandparent, grandchild, son-in-law, daughter-in-law, uncle or aunt.

Section 3-1.10 Jury Duty

Permanent, full-time employees shall be given a leave of absence for service on a petite jury. The employee shall be paid regular district salary during such jury service if the employee endorses jury fee, but not expense reimbursement, to the district.

ARTICLE 2. EMPLOYEE DISCIPLINE

Section 3-2.01 Discharge, Reduction and Suspension

(a) Whenever the General Manager believes that it may be in the best interest of the District to discharge, reduce, or suspend an employee, the General Manager shall provide the employee with an unsigned written statement, setting forth the basis for such preliminary determination and invite the employee to present a statement contesting the facts alleged in the preliminary notice or the conclusions stated therein. The amount of time given to the employee to respond shall be determined on a case-by-case basis after giving due consideration to the length of the employee's service, the gravity of the charges, and the proposed action. No advance notice need be given to any employee when an emergency exists for such action.

(b) The General Manager may discharge, reduce, or suspend an employee for good cause after having complied with subparagraph (a) of this section. Notice of such action shall be given in writing and shall be served on the employee. The notice shall state the nature of the action taken and a summary of the reasons for such action.

Section 3-2.02 Appeal

An employee who has been discharged, reduced in rank, or suspended for longer than ten working days, may appeal the action to the Board by notifying the General Manager and the Board within fifteen day after receipt of the notice required above.

Section 3-2.03 Hearing

Upon receipt of an appeal from an employee, the Board shall set a date for hearing. The Board may sit *en banc* or assign the matter to one or more directors to hear and decide the appeal. The Board, or the hearing officer, may compel the attendance of witnesses to testify under oath.

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: Covid-19 Fuel Policy
MEETING DATE: June 2, 2020

Background:

The recent pandemic has caused general aviation activity to decrease significantly. 100LL fuel sales have dropped due to this inactivity. Because we have moved very little inventory, and we want to incentivize the GA community to generate activity, I am requesting the Board to authorize a sale of 100LL by \$1.00 over a five-day period.

Impacts:

Fiscal: None

Environmental: None

Legal: None

Recommended Action:

Authorize CEO to discount 100LL by \$1.00 from Thursday June 4 and 8:00 AM through Monday, June 8 at 5:00 PM.

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors

FROM: Karina Drees, GM

SUBJECT: FY 20-21 Budget

MEETING DATE: June 2, 2020

Background:

Staff is presenting the FY 20-21 for Board approval. Items worth noting include:

- We anticipate our taxiway Charlie project to begin.
 - o Revenue: \$9,000,000 Expense: \$10,000,000
- Cash reserve designations include:
 - o Working Capital: \$3,396,236
 - o Infrastructure projects: \$1,776,500. Projects include road improvements and airfield improvements
 - o Property investments: \$350,000. Investments include land and building acquisition
 - o Building Improvements: \$119,000. Building upgrades.
 - o Equipment: \$150,100. Investments include radios and fire department equipment.
 - o Employee Benefits: \$50,000. Contribution to our OPEB account with CalPERS.

- We are not recommending a COLA at this time.

Recommended Action:

Approve the resolution and FY 20-21 budget as presented.

RESOLUTION NO.

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
MOJAVE AIR AND SPACE PORT AFFIRMING ITS INVESTMENT POLICY,
APPROVING A BUDGET, AND ESTABLISHING THE APPROPRIATIONS LIMIT
FOR THE FISCAL YEAR COMMENCING JULY 1, 2020**

BE IT RESOLVED by the Board of Directors of the Mojave Air and Space Port as follows:

1. Investment Policy.

The investment policy adopted of November 7, 2017, as amended, is affirmed.

2. Budget.

The budget incorporated by this reference as Exhibit A, is approved for the fiscal year commencing July 1, 2020.

3. Appropriations Limit.

The appropriations limit of the District under California Constitution Article XIII B for the fiscal year commencing July 1, 2020, is \$2,136,690.00.

PASSED, APPROVED AND ADOPTED on June 2, 2020.

Aye:
No:
Abstain:
Absent:

David Evans, President

ATTEST

Jimmy R. Balentine, Secretary

MOJAVE AIR & SPACE PORT
Revenue and Expense by Function
FY 20-21 Budget

| Description | Rents & Leases Aviation | Rents & Leases Non-aviation | Flight Related Activities | Non-flight Related Activities | 2020-2021 Budget |
|---|-------------------------------|-----------------------------------|---------------------------------|-------------------------------------|---------------------|
| Operating Revenue | | | | | |
| Fuel Sales & Services | | - | 2,772,000 | - | 2,772,000 |
| Cost of Fuel & Lubricants Sold | - | - | 1,995,840 | - | 1,995,840 |
| Gross Profit on Fuel Sales & Services | - | - | 776,160 | - | 776,160 |
| Rents & Leases | 4,500,000 | 1,500,000 | - | - | 6,000,000 |
| Other Revenue | 5,000 | 5,000 | 40,000 | 70,000 | 120,000 |
| Total Operating Revenue | 4,505,000 | 1,505,000 | 816,160 | 70,000 | 6,896,160 |
| Operating Expense | | | | | |
| Salaries & Benefits | 1,400,000 | 650,000 | 1,000,000 | 592,472 | 3,642,472 |
| Noncapitalized Equipment | 25,000 | 25,000 | 25,000 | 25,000 | 100,000 |
| Supplies | 45,000 | 20,000 | 30,000 | 30,000 | 125,000 |
| Technology & Licensing | 60,000 | 20,000 | 10,000 | 10,000 | 100,000 |
| Communications | 50,000 | 10,000 | 10,000 | 15,000 | 85,000 |
| Training & Travel | 40,000 | 15,000 | 10,000 | 35,000 | 100,000 |
| Permits & Fees | 4,000 | 1,000 | 3,000 | 2,000 | 10,000 |
| Repairs & Maintenance | 325,000 | 140,000 | 75,000 | 35,000 | 575,000 |
| Engineering Services | 300,000 | 100,000 | 50,000 | 25,000 | 475,000 |
| Legal & Audit Services | 50,000 | 50,000 | 25,000 | 75,000 | 200,000 |
| Operating Services | 200,000 | 100,000 | 25,000 | 100,000 | 425,000 |
| Bad Debts | 37,500 | 12,500 | | | 50,000 |
| Dues & Subscriptions | 5,000 | 10,000 | 55,000 | 5,000 | 75,000 |
| Insurance | 200,000 | 10,000 | 60,000 | 60,000 | 330,000 |
| Marketing | 15,000 | 10,000 | 25,000 | 50,000 | 100,000 |
| Rent Expense | 1,000 | 10,000 | 38,000 | 1,000 | 50,000 |
| Utilities | 160,000 | 110,000 | 50,000 | 50,000 | 370,000 |
| Tenant Retention | 56,250 | 18,750 | - | - | 75,000 |
| Depreciation | 1,500,000 | 500,000 | | | 2,000,000 |
| Miscellaneous | 1,000 | 1,000 | 15,000 | 8,000 | 25,000 |
| Expense Reimbursements | (75,000) | (10,000) | (15,000) | (20,000) | (120,000) |
| Total Operating Expense | 4,399,750 | 1,803,250 | 1,491,000 | 1,098,472 | 8,792,472 |
| Excess (Deficit) of Operating Revenue over Operating Expense | 105,250 | (298,250) | (674,840) | (1,028,472) | (1,896,312) |
| Nonoperating Revenue | | | | | |
| Property Taxes | 300,000 | 100,000 | - | - | 400,000 |
| Interest Income | - | - | - | 35,000 | 35,000 |
| Total Nonoperating Revenue | 300,000 | 100,000 | - | 35,000 | 435,000 |
| Excess (Deficit) of Revenue over Expense | 405,250 | (198,250) | (674,840) | (993,472) | (1,461,312) |
| FAA Projects | | | | | |
| Grants In Aid-Federal/State | - | - | 9,000,000 | - | 9,000,000 |
| FAA Projects | | | (10,000,000) | | (10,000,000) |
| Excess (Deficit) of FAA Projects Revenue over FAA Projects Expense | - | - | (1,000,000) | - | (1,000,000) |
| Reserve Designations | | | | | |
| Working Capital | | | | 3,396,236 | 3,396,236 |
| Infrastructure Projects | - | - | - | 1,776,500 | 1,776,500 |
| Property Investments | - | - | - | 350,000 | 350,000 |
| Building Improvements | - | - | - | 119,000 | 119,000 |
| Equipment | - | - | - | 150,100 | 150,100 |
| Employee Benefits | - | - | - | 50,000 | 50,000 |
| Total Reserve Designations | - | - | - | 5,841,836 | 5,841,836 |

**Mojave Air & Space Port
Treasurer's Report
For the month ended April 30, 2020**

| | County | | | Total |
|-------------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| | General | Treasury | LAIF | |
| Beginning Balance | <u>\$ 2,156,016.84</u> | <u>\$ 2,035,230.22</u> | <u>\$ 3,129,838.09</u> | <u>\$ 7,321,085.15</u> |
| Receipts: | | | | |
| Operating Revenues | 650,746.44 | - | - | 650,746.44 |
| Interest Income | 53.27 | 12,785.01 | 15,751.98 | 28,590.26 |
| Tax Proceeds | - | 196,356.52 | - | 196,356.52 |
| Total Receipts | <u>650,799.71</u> | <u>209,141.53</u> | <u>15,751.98</u> | <u>875,693.22</u> |
| Expenditures: | | | | |
| Operating Expenses | (1,853,901.55) | - | - | (1,853,901.55) |
| Project Expenses | - | - | - | - |
| Total Expenditures | <u>(1,853,901.55)</u> | <u>-</u> | <u>-</u> | <u>(1,853,901.55)</u> |
| Transfers: | | | | |
| Between General and County Treasury | - | - | - | - |
| Between General and LAIF | - | - | - | - |
| Total Transfers | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Ending Balance | <u>\$ 952,915.00</u> | <u>\$ 2,244,371.75</u> | <u>\$ 3,145,590.07</u> | <u>\$ 6,342,876.82</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 Ten Months Ending Thursday, April 30, 2020

| Description | Rents & Leases Aviation | Rents & Leases Non-aviation | Flight Related Activities | Non-flight Related Activities | Total |
|---|-------------------------------|-----------------------------------|---------------------------------|-------------------------------------|------------------|
| Operating Revenue | | | | | |
| Fuel Sales & Services | 30 | - | 2,558,782 | - | 2,558,811 |
| Cost of Fuel & Lubricants Sold | - | - | 1,784,072 | - | 1,784,072 |
| Gross Profit on Fuel Sales & Services | 30 | - | 774,710 | - | 774,740 |
| Rents & Leases | 3,856,606 | 1,441,396 | - | (2,697) | 5,295,305 |
| Other Revenue | 500 | - | 35,344 | 162,772 | 198,616 |
| Total Operating Revenue | 3,857,136 | 1,441,396 | 810,054 | 160,075 | 6,268,660 |
| Operating Expense | | | | | |
| Salaries & Benefits | 1,107,815 | 553,130 | 888,213 | 432,983 | 2,982,141 |
| Noncapitalized Equipment | 29,613 | 11,724 | 23,811 | 12,846 | 77,994 |
| Supplies | 96,932 | 21,691 | 29,289 | 40,344 | 188,257 |
| Communications | 32,617 | 7,804 | 9,155 | 10,031 | 59,608 |
| Training & Travel | 36,213 | 9,206 | 3,011 | 32,135 | 80,564 |
| Permits & Fees | 3,433 | 806 | 3,556 | - | 7,796 |
| Repairs & Maintenance | 260,795 | 121,518 | 68,394 | 15,954 | 466,661 |
| Outside Services | 571,123 | 159,222 | 58,275 | 172,095 | 960,715 |
| Dues & Subscriptions | 5,407 | 1,672 | 2,766 | 47,194 | 57,038 |
| Insurance | 183,603 | 7,977 | 37,014 | 58,920 | 287,514 |
| Marketing | 14,587 | 2,451 | - | 49,695 | 66,733 |
| Rent Expense | 692 | 425 | 34,873 | 36 | 36,025 |
| Utilities | 129,686 | 116,301 | 16,564 | 38,331 | 300,881 |
| Tenant Retention | 8,181 | 2,045 | - | - | 10,226 |
| Miscellaneous | 258 | 331 | 10,937 | 5,304 | 16,830 |
| Expense Reimbursements | (13,816) | - | (18,464) | (16,618) | (48,899) |
| Total Operating Expense | 2,467,138 | 1,016,303 | 1,167,393 | 899,249 | 5,550,084 |
| Excess (Deficit) of Operating Revenue over Operating Expense | 1,389,998 | 425,093 | (357,339) | (739,174) | 718,577 |
| Nonoperating Revenue | | | | | |
| Property Taxes | 457,508 | 152,503 | - | - | 610,011 |
| Interest Income | - | - | - | 114,869 | 114,869 |
| Total Nonoperating Revenue | 457,508 | 152,503 | - | 114,869 | 724,880 |
| Excess (Deficit) of Revenue over Expense | 1,847,505 | 577,596 | (357,339) | (624,305) | 1,443,457 |
| FAA Projects | | | | | |
| Grants In Aid-Federal/State | - | - | 33,830 | - | 33,830 |
| Excess (Deficit) of FAA Projects Revenue over FAA Projects Expense | - | - | 33,830 | - | 33,830 |
| Reserve Designations | | | | | |
| Infrastructure Projects | - | - | - | 2,835,769 | 2,835,769 |
| Property Investments | - | - | - | 180,496 | 180,496 |
| Building Improvements | - | - | - | 381,216 | 381,216 |
| Equipment | - | - | - | 39,913 | 39,913 |
| Employee Benefits | - | - | - | 35,000 | 35,000 |
| Total Reserve Designations | - | - | - | 3,472,393 | 3,472,393 |

Mojave Air & Space Port Fuel Inventory Report

APRIL 2020

| JET A | | |
|----------------------------|--------|---------------------|
| Beginning Inventory | 80,092 | |
| Gallons Delivered | | |
| Gallons Purchased | 15,564 | |
| Defuels | - | |
| Total Gallons Delivered | 15,564 | |
| Gallons Pumped | | |
| Gallons Sold | 17,493 | |
| Refuels | - | |
| Tank farm/Line truck sumps | 60 | |
| Delivery Samples | 10 | |
| Total Gallons Pumped | 17,563 | |
| Ending Inventory | 78,093 | |
| Physical Check | 78,184 | |
| Inventory Value at | 2.25 | \$176,179.72 |

| AVGAS | | |
|----------------------------|------|--------------------|
| Beginning Inventory | | 12,363 |
| Gallons Delivered | | |
| Gallons Purchased | | - |
| Gallons Pumped | | |
| Gallons Sold | | 2,012 |
| Tank farm/Line truck sumps | | 5 |
| Delivery Samples | | - |
| Total Gallons Pumped | | 2,017 |
| Ending Inventory | | 10,346 |
| Physical Check | | 10,794 |
| Inventory Value at | 4.46 | \$48,141.24 |

| LUBRICANTS | | |
|---|-----|-------------------|
| Beginning Inventory | 189 | |
| Quarts Purchased | 0 | |
| Quarts Sold | 0 | |
| Ending Inventory | 189 | |
| Physical Check | 189 | |
| Aeroshell 100; 100W; 15/50 Multi 68 @ \$5.62; 49@ \$6.02; 72@ \$6.68 | | \$1,158.10 |

| PRIST | | |
|---|--|-------------------|
| Beginning Inventory | | 117 |
| Cans Purchased | | 0 |
| Cans Sold | | 0 |
| Ending Inventory | | 117 |
| Physical Check - Cans | | 117 |
| Physical Check - Bulk | | 8.8 |
| 117 CANS @ \$7.40; 8.8 (8.5) Gallons @ 120.15 | | \$1,923.12 |

| UNLEADED FUEL | | |
|----------------------|--------|-------------------|
| Beginning Inventory | 748.8 | |
| Gallons Purchased | 708.0 | |
| Gallons Used | 556.5 | |
| Ending Inventory | 900.3 | |
| Physical Check | 873.6 | |
| Inventory Value at | \$1.97 | \$1,720.12 |

| DIESEL FUEL | | |
|---------------------|--------|-------------------|
| Beginning Inventory | | 665.6 |
| Gallons Purchased | | 393.0 |
| Gallons Used | | 84.4 |
| Ending Inventory | | 974.2 |
| Physical Check | | 967.2 |
| Inventory Value at | \$2.04 | \$1,972.12 |

April 2020 Fuel Inventory \$231,094.42

April Gallons Sold 19,505
Year to Date 852,673

Mojave Air & Space Port
Customers Over 90 Days Past Due

| | 1-30 Days | 31-60 Days | 61-90 Days | 90+ Days | TOTAL | Comments |
|--------------------------------|------------------|-------------------|-------------------|------------------|-------------------|----------------------------------|
| Damex | 700.22 | 700.22 | 692.06 | 665.36 | 2,757.86 | Working with Tenant - COVID 19 |
| Dragon Aviation | 1,488.82 | 1,488.82 | 1,488.82 | 1,488.82 | 5,955.28 | Working with Tenant - COVID 19 |
| Bob Green | 57.18 | 56.82 | 56.00 | 380.78 | 550.78 | Working with legal |
| Paxton | 16,812.55 | 16,665.80 | 15,930.37 | 25,048.86 | 74,457.58 | Waiting for response from Tenant |
| Randall Kelley | 3,525.74 | 3,632.37 | 3,591.82 | 7,111.91 | 17,861.84 | Working with Tenant - COVID 19 |
| Mark Shinnick | 540.28 | 535.90 | 529.63 | 1,620.17 | 3,225.98 | Working with legal |
| Aged AR as of 5/27/2020 | 97,504.62 | 41,366.43 | 24,951.43 | 36,315.90 | 200,138.38 | |

2020 Mojave Invoice Attachment

| | January | February | March | April | May | June | July | August | September | October | November | December |
|--------------------------|--|----------------|----------------|----------------|------|------|------|--------|-----------|---------|----------|----------|
| Total Income | \$ 13,929.19 | \$ 28,240.76 | \$ 10,200.76 | \$ - | | | | | | | | |
| Total Expenses | \$ (17,982.91) | \$ (19,014.29) | \$ (18,868.71) | \$ (15,684.75) | | | | | | | | |
| Net Income | \$ (4,053.72) | \$ 9,226.47 | \$ (8,667.95) | \$ (15,684.75) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| MEMBERSHIPS | 549 | 579 | 597 | 597 | | | | | | | | |
| New Members | 54 | 39 | 34 | 0 | | | | | | | | |
| Cancelled Members | -27 | -36 | -16 | 0 | | | | | | | | |
| Net Change | 27 | 3 | 18 | 0 | | | | | | | | |
| Notes for board: | <p><u>JANUARY:</u> Of the 27 Cancels, 7 moved, 4 had no time, 3 joined other gyms, 2 were returned to collections, 2 weren't using it, 2 were no longer employees, 2 can't afford, and reasons of Medica, joined cheaper gym, equipment at home, Job out of area, & trial membership all had 1 cancel.</p> <p><u>February:</u> Of the 36 cancels, 12 were returned to collections status, 11 moved, 4 had job transfers, 3 were trial memberships, 2 joined other clubs, 2 for medical reasons, And reasons of No time & military each had 1 January sign up gains were added to February's total membership. The January total reflects the starting membership of the new year.</p> <p><u>March:</u> Of the 16 cancels, 5 moved, 3 were of COVID19 concerns, 2 joined other clubs, 2 lost their jobs, 1 trial membership, 1 wasn't using it, 1 couldn't afford, & 1 job transfer Note: because of the COVID19 closure, March reporting numbers reflect membership status as of 3/20/20</p> | | | | | | | | | | | |

MOJAVE

AIR AND SPACE PORT

CEO REPORT

TO: MASP Board of Directors

FROM: Karina Drees

MEETING DATE: June 2, 2020

Updates

- Most companies are back open and operating. We have seen a steady increase in activity since May 15.
- Virgin Orbit conducted a launch demo on Memorial Day. The launch was unsuccessful. They intend to make another attempt in the coming months.
- The US Forestry Service intends to operate out of MHV over the summer and fall.
- I attended (virtually) the seventh National Space Council meeting. Commercial space was the primary theme of the meeting as the nation prepared for the SpaceX crewed mission to the International Space Station.
- I attended (virtually) advisory board/committee meetings for CSF, COMSTAC, CalTrans and USC in the past two weeks.

Airport Improvements

- We continue to work with the FAA on our taxiway C project. We anticipate the application to be complete mid-June.
- Weed abatement continues airport wide.

Authorized Payments

| | DATE | AMOUNT | EFT'S | TOTAL |
|--------------------------|---------|------------|------------|------------|
| CEO CHECK REGISTER | 5/8/20 | 149,913.67 | | 149,913.67 |
| | 5/19/20 | 199,115.43 | | 199,115.43 |
| | 5/27/20 | 64,701.03 | | 64,701.03 |
| | 5/28/20 | | 341,895.18 | 341,895.18 |
| | | 413,730.13 | 341,895.18 | 755,625.31 |
| BOD CHECK | 6/2/20 | 66,826.85 | | 66,826.85 |
| TOTAL ALL CHECKS & EFT'S | | | | 822,452.16 |

Date: Friday, May 8, 2020
 Time: 07:49AM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/8/2020

Page: 1 of 3
 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 | | | | | | | | | | |
| Accl / Sub: | 101000 | | 1200 | | | | | | | |
| 059578 | CK | 5/7/2020 | 0139 All Weather, Inc | 11-20 | 045640 | VO | 6540536 | 3/24/2020 | 0.00 | 750.00 |
| 059579 | CK | 5/7/2020 | 0234 Banyan | 11-20 | 045642 | VO | 1820006 | 4/17/2020 | 0.00 | 24.09 |
| 059580 | CK | 5/7/2020 | 0340 Apex Enterprise Roofing, Inc. | 11-20 | 043834 | VO | 0619/LIABILITY | 6/30/2019 | 0.00 | 50,000.00 |
| 059580 | CK | 5/7/2020 | 0340 Apex Enterprise Roofing, Inc. | 11-20 | 045667 | VO | 0520/APEX | 5/7/2020 | 0.00 | 24,350.00 |
| 059581 | CK | 5/7/2020 | 0396 CDW Government | 11-20 | 045641 | VO | XNS3865 | 4/15/2020 | 0.00 | 74,350.00 121.92 |
| 059582 | CK | 5/7/2020 | 0518 Elevation Corp. Health, LLC | 11-20 | 045654 | VO | 7768 | 4/30/2020 | 0.00 | 15,126.23 |
| 059583 | CK | 5/7/2020 | 0751 The Gibbons Family LLC | 11-20 | 045652 | VO | INVST PMT/0420 | 4/30/2020 | 0.00 | 6,428.16 |
| 059584 | CK | 5/7/2020 | 0842 J. Hitchcock Riverwest Fam Ptr | 11-20 | 045653 | VO | INVST PMT/0420 | 4/30/2020 | 0.00 | 4,285.44 |
| 059585 | CK | 5/7/2020 | 0898 IML Security Supply | 11-20 | 045643 | VO | 2538875 | 4/30/2020 | 0.00 | 327.67 |
| 059586 | CK | 5/7/2020 | 1106 Elmer F. Karpe, Inc. | 11-20 | 045651 | VO | INVST PMT/0405 | 4/30/2020 | 0.00 | 10,713.60 |
| 059587 | CK | 5/7/2020 | 1161 Kern Auto Parts Inc | 11-20 | 045647 | VO | 923478 | 5/4/2020 | 0.00 | 303.34 |
| 059587 | CK | 5/7/2020 | 1161 Kern Auto Parts Inc | 11-20 | 045648 | VO | 923506 | 5/4/2020 | 0.00 | 152.28 |
| 059587 | CK | 5/7/2020 | 1161 Kern Auto Parts Inc | 11-20 | 045666 | VO | 921674 | 3/28/2020 | 0.00 | 8.98 |
| 059588 | CK | 5/7/2020 | 1241 Loschnigg Consulting, LLC | 11-20 | 045644 | VO | 2020-04-30 | 4/30/2020 | 0.00 | 464.60 3,000.00 |

Date: Friday, May 8, 2020
 Time: 07:49AM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/8/2020

Page: 2 of 3
 Report: 03630.rpt
 Company: MASP

| 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 | | | | | | |
| 059589 | CK | 5/7/2020 | 1306 Martha's Cleaning Service | 11-20 | | 045663 | VO | 1932/0520 | 5/1/2020 | 0.00 | 5,770.00 |
| 059589 | CK | 5/7/2020 | 1306 Martha's Cleaning Service | 11-20 | | 045664 | VO | 1931/0520 | 5/1/2020 | 0.00 | 620.00 |
| | | | | | | | | | | Check Total | 6,390.00 |
| 059590 | CK | 5/7/2020 | 1364 Karl's Hardware Mojave | 11-20 | | 045655 | VO | 0420 | 4/30/2020 | 0.00 | 378.13 |
| 059591 | CK | 5/7/2020 | 1411 Nave Law Office, P.C. | 11-20 | | 045645 | VO | 20855 | 5/3/2020 | 0.00 | 6,053.00 |
| 059592 | CK | 5/7/2020 | 1800 Ramos / Strong, Inc. | 11-20 | | 045660 | VO | 0344287 | 4/27/2020 | 0.00 | 1,166.51 |
| 059593 | CK | 5/7/2020 | 1803 Race Telecommunications, Inc. | 11-20 | | 045649 | VO | RC348811 | 5/1/2020 | 0.00 | 2,705.83 |
| 059593 | CK | 5/7/2020 | 1803 Race Telecommunications, Inc. | 11-20 | | 045650 | VO | RC348912 | 5/1/2020 | 0.00 | 666.61 |
| | | | | | | | | | | Check Total | 3,372.44 |
| 059594 | CK | 5/7/2020 | 2014 Sharper Landscaping Services, | 11-20 | | 045661 | VO | 5379/0520 | 5/4/2020 | 0.00 | 1,600.00 |
| 059594 | CK | 5/7/2020 | 2014 Sharper Landscaping Services, | 11-20 | | 045662 | VO | 5378/0520 | 5/4/2020 | 0.00 | 800.00 |
| | | | | | | | | | | Check Total | 2,400.00 |
| 059595 | CK | 5/7/2020 | 2044 Securitas Security Services USA, | 11-20 | | 045646 | VO | W6808871/0420 | 4/30/2020 | 0.00 | 13,755.45 |
| 059596 | CK | 5/7/2020 | 2050 The Tire Store | 11-20 | | 045656 | VO | 148235 | 5/5/2020 | 0.00 | 95.00 |
| 059596 | CK | 5/7/2020 | 2050 The Tire Store | 11-20 | | 045657 | VO | 148256 | 5/6/2020 | 0.00 | 75.00 |
| 059596 | CK | 5/7/2020 | 2050 The Tire Store | 11-20 | | 045658 | VO | 148268 | 5/6/2020 | 0.00 | 43.00 |
| 059596 | CK | 5/7/2020 | 2050 The Tire Store | 11-20 | | 045665 | VO | 110906 | 5/1/2020 | 0.00 | 590.00 |
| | | | | | | | | | | Check Total | 803.00 |
| 059597 | CK | 5/7/2020 | 2313 Waxie Sanitary Supply | 11-20 | | 045659 | VO | 79111439 | 4/22/2020 | 0.00 | 3.43 |

Date: Friday, May 8, 2020
 Time: 07:49AM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/8/2020

Page: 3 of 3
 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 |
|-----------|------------|------------|--------------------------|--------------------------|------------|-------------|-------------------|-----------------|-------------------|----------------|
|-----------|------------|------------|--------------------------|--------------------------|------------|-------------|-------------------|-----------------|-------------------|----------------|

Check Count: 20

Acct Sub Total: 149,913.67

| Check Type | Count | Amount Paid |
|--------------------|-----------|-------------------|
| Regular | 20 | 149,913.67 |
| 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: | 20 | 149,913.67 |

| | | | |
|--------------------|------|---------------|------------|
| Company Disc Total | 0.00 | Company Total | 149,913.67 |
|--------------------|------|---------------|------------|

Date: Tuesday, May 19, 2020
 Time: 01:54PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/19/2020

Page: 1 of 6
 Report: 03630.rpt
 Company: MASP

| 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 | | | | | | |
| Company: | | | MASP | | | | | | | | |
| Acct / Sub: | 101000 | | 1200 | | | | | | | | |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045672 | VO | 2100829494 | 4/24/2020 | 0.00 | 226.25 |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045683 | VO | 2100830700 | 5/1/2020 | 0.00 | 175.77 |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045684 | VO | 2100829497 | 4/24/2020 | 0.00 | 51.77 |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045685 | VO | 2100830704 | 5/1/2020 | 0.00 | 51.77 |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045753 | VO | 2100825577 | 4/3/2020 | 0.00 | 175.77 |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045754 | VO | 2100825581 | 4/3/2020 | 0.00 | 51.77 |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045755 | VO | 2100831773 | 5/8/2020 | 0.00 | 226.25 |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045756 | VO | 2100831779 | 5/8/2020 | 0.00 | 51.77 |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045757 | VO | 2100832956 | 5/15/2020 | 0.00 | 175.77 |
| 059598 | CK | 5/19/2020 | 0158 Ameripride Uniform Services | 11-20 | | 045758 | VO | 2100832959 | 5/15/2020 | 0.00 | 51.77 |
| | | | | | | | | | | Check Total | 1,238.66 |
| 059599 | CK | 5/19/2020 | 0187 AFLAC | 11-20 | | 045761 | VO | 867404 | 5/25/2020 | 0.00 | 819.96 |
| | | | | | | | | | | Check Total | 2,161.10 |
| 059600 | CK | 5/19/2020 | 0220 The Bakersfield Californian | 11-20 | | 045698 | VO | 14709417/0420 | 4/1/2020 | 0.00 | 2,161.10 |
| | | | | | | | | | | Check Total | 2,200.00 |
| 059601 | CK | 5/19/2020 | 0244 American Electrical Services | 11-20 | | 045682 | VO | S1228-1299 | 3/30/2020 | 0.00 | 2,200.00 |
| | | | | | | | | | | Check Total | 671.50 |
| 059602 | CK | 5/19/2020 | 0276 Braun Gosling, A Law | 11-20 | | 045705 | VO | 632 | 5/11/2020 | 0.00 | 671.50 |
| | | | | | | | | | | Check Total | 4,650.00 |
| 059603 | CK | 5/19/2020 | 0340 Apex Enterprise Roofing, Inc. | 11-20 | | 045703 | VO | 708C-APEX | 5/5/2020 | 0.00 | 4,650.00 |
| 059603 | CK | 5/19/2020 | 0340 Apex Enterprise Roofing, Inc. | 11-20 | | 045704 | VO | 708D-APEX | 5/11/2020 | 0.00 | 5,000.00 |
| | | | | | | | | | | Check Total | 9,650.00 |
| 059604 | CK | 5/19/2020 | 0350 Clarks Pest Control | 11-20 | | 045751 | VO | 26381309 | 3/30/2020 | 0.00 | 400.00 |

Date: Tuesday, May 19, 2020
 Time: 01:54PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/19/2020

Page: 2 of 6
 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 |
|-----------|------------|------------|--|--------------------------|------------|-------------|-------------------|-----------------|--------------------|-----------------|
| 059605 | CK | 5/19/2020 | 0365 Consolidated Electrical Distr. | 11-20 | 045732 | VO | 3978-761339 | 3/6/2020 | 0.00 | 369.15 |
| 059606 | CK | 5/19/2020 | 0396 CDW Government | 11-20 | 045726 | VO | XRT8256 | 4/30/2020 | 0.00 | 3,699.75 |
| 059607 | CK | 5/19/2020 | 0615 Federal Express | 11-20 | 045679 | VO | 700101874 | 5/1/2020 | 0.00 | 45.23 |
| 059608 | CK | 5/19/2020 | 0657 Flight Light | 11-20 | 045670 | VO | 0072404-IN | 4/30/2020 | 0.00 | 408.28 |
| 059609 | CK | 5/19/2020 | 0717 Geographic Data and | 11-20 | 045749 | VO | GD109418 | 5/13/2020 | 0.00 | 825.00 |
| 059610 | CK | 5/19/2020 | 0722 Freeway Smog & Auto Repair | 11-20 | 045692 | VO | 795 | 5/7/2020 | 0.00 | 462.77 |
| 059610 | CK | 5/19/2020 | 0722 Freeway Smog & Auto Repair | 11-20 | 045737 | VO | 810 | 5/13/2020 | 0.00 | 682.53 |
| 059610 | CK | 5/19/2020 | 0722 Freeway Smog & Auto Repair | 11-20 | 045738 | VO | 809 | 5/14/2020 | 0.00 | 1,081.58 |
| | | | | | | | | | Check Total | 2,226.88 |
| 059611 | CK | 5/19/2020 | 0740 Global ARFF Services | 11-20 | 045694 | VO | 16405818 | 4/22/2020 | 0.00 | 2,460.53 |
| 059611 | CK | 5/19/2020 | 0740 Global ARFF Services | 11-20 | 045695 | VO | 16405817 | 4/22/2020 | 0.00 | 1,824.53 |
| 059611 | CK | 5/19/2020 | 0740 Global ARFF Services | 11-20 | 045696 | VO | 16405819 | 4/22/2020 | 0.00 | 1,824.53 |
| | | | | | | | | | Check Total | 6,109.59 |
| 059612 | CK | 5/19/2020 | 0825 Edward Hargroder | 11-20 | 045706 | VO | 323813 | 5/4/2020 | 0.00 | 3,500.00 |
| 059612 | CK | 5/19/2020 | 0825 Edward Hargroder | 11-20 | 045707 | VO | 323814 | 5/12/2020 | 0.00 | 850.00 |
| | | | | | | | | | Check Total | 4,350.00 |
| 059613 | CK | 5/19/2020 | 0866 The Home Depot Credit Plan | 11-20 | 045735 | VO | 7610417/0420 | 5/25/2020 | 0.00 | 624.49 |
| 059614 | CK | 5/19/2020 | 0897 Core & Main LP | 11-20 | 045728 | VO | M318013 | 5/7/2020 | 0.00 | 337.49 |

Date: Tuesday, May 19, 2020
 Time: 01:54PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/19/2020

Page: 3 of 6
 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 |
|-----------|------------|------------|--|--------------------------|------------|-------------|-------------------|-----------------|--------------------|------------------|
| 059615 | CK | 5/19/2020 | 0898 IML Security Supply | 11-20 | 045731 | VO | 2513772 | 3/23/2020 | 0.00 | 23.54 |
| 059616 | CK | 5/19/2020 | 1158 MRC Rock & Sand, LLC | 11-20 | 045710 | VO | 7223 | 5/2/2020 | 0.00 | 2,980.90 |
| 059617 | CK | 5/19/2020 | 1200 L & L Construction | 11-20 | 045708 | VO | 5.10.20 | 5/10/2020 | 0.00 | 600.00 |
| 059618 | CK | 5/19/2020 | 1315 McMaster-Carr | 11-20 | 045699 | VO | 38695280 | 4/27/2020 | 0.00 | 848.03 |
| 059618 | CK | 5/19/2020 | 1315 McMaster-Carr | 11-20 | 045709 | VO | 39221935 | 5/13/2020 | 0.00 | 755.96 |
| 059618 | CK | 5/19/2020 | 1315 McMaster-Carr | 11-20 | 045742 | VO | 39489885 | 5/13/2020 | 0.00 | 232.45 |
| | | | | | | | | | Check Total | 1,836.44 |
| 059619 | CK | 5/19/2020 | 1372 Mojave Public Utility District | 11-20 | 045673 | VO | 6072001/0420 | 4/30/2020 | 0.00 | 5,679.86 |
| 059619 | CK | 5/19/2020 | 1372 Mojave Public Utility District | 11-20 | 045674 | VO | 6072003/0420 | 4/30/2020 | 0.00 | 27.00 |
| 059619 | CK | 5/19/2020 | 1372 Mojave Public Utility District | 11-20 | 045675 | VO | 6072002/0420 | 4/30/2020 | 0.00 | 339.55 |
| 059619 | CK | 5/19/2020 | 1372 Mojave Public Utility District | 11-20 | 045676 | VO | 6072000/0420 | 4/30/2020 | 0.00 | 89.20 |
| 059619 | CK | 5/19/2020 | 1372 Mojave Public Utility District | 11-20 | 045734 | VO | 04201/0420 | 5/14/2020 | 0.00 | 5,867.73 |
| | | | | | | | | | Check Total | 12,003.34 |
| 059620 | CK | 5/19/2020 | 1373 Mojave Public Utility District / | 11-20 | 045733 | VO | 04202/0420 | 5/14/2020 | 0.00 | 157.50 |
| 059621 | CK | 5/19/2020 | 1436 Porter Concrete Construction | 11-20 | 045700 | VO | 4535 | 4/29/2020 | 0.00 | 9,193.00 |
| 059621 | CK | 5/19/2020 | 1436 Porter Concrete Construction | 11-20 | 045701 | VO | 4533 | 4/24/2020 | 0.00 | 1,350.00 |
| | | | | | | | | | Check Total | 10,543.00 |
| 059622 | CK | 5/19/2020 | 1570 Otis Elevator Company | 11-20 | 045727 | VO | SAU1591002 | 5/5/2020 | 0.00 | 6,500.00 |
| 059623 | CK | 5/19/2020 | 1652 Premier Rail Services | 11-20 | 045746 | VO | 22599 | 5/18/2020 | 0.00 | 1,200.00 |

Date: Tuesday, May 19, 2020
 Time: 01:54PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/19/2020

Page: 4 of 6
 Report: 03630.rpt
 Company: MASP

| 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 | | | | | | |
| 059624 | CK | 5/19/2020 | 1868 Royal Electric Company | 11-20 | | 045748 | VO | 13SJ042 01 | 4/30/2020 | 0.00 | 2,243.60 |
| 059625 | CK | 5/19/2020 | 1925 Sparkletts | 11-20 | | 045747 | VO | 137033338051420 | 5/14/2020 | 0.00 | 558.58 |
| 059626 | CK | 5/19/2020 | 1952 So. Calif. Edison | 11-20 | | 045668 | VO | 2025279670/0420 | 7/12/2020 | 0.00 | 8,766.22 |
| 059626 | CK | 5/19/2020 | 1952 So. Calif. Edison | 11-20 | | 045759 | VO | 2395077167/0520 | 5/19/2020 | 0.00 | 47.32 |
| 059626 | CK | 5/19/2020 | 1952 So. Calif. Edison | 11-20 | | 045760 | VO | 2340063106/0520 | 5/19/2020 | 0.00 | 1,405.77 |
| Check Total | | | | | | | | | | | 10,219.31 |
| 059627 | CK | 5/19/2020 | 1954 Southern California Gas | 11-20 | | 045739 | VO | 6561545001/0520 | 5/15/2020 | 0.00 | 50.27 |
| 059627 | CK | 5/19/2020 | 1954 Southern California Gas | 11-20 | | 045740 | VO | 289363938/0520 | 5/15/2020 | 0.00 | 28.46 |
| 059627 | CK | 5/19/2020 | 1954 Southern California Gas | 11-20 | | 045741 | VO | 7111545997/0520 | 5/15/2020 | 0.00 | 126.57 |
| 059627 | CK | 5/19/2020 | 1954 Southern California Gas | 11-20 | | 045744 | VO | 7531545767/0420 | 4/14/2020 | 0.00 | 381.34 |
| Check Total | | | | | | | | | | | 586.64 |
| 059628 | CK | 5/19/2020 | 1960 Special District Risk Mgmt. | 11-20 | | 045762 | VO | 68530 | 5/12/2020 | 0.00 | 82,935.27 |
| 059629 | CK | 5/19/2020 | 1996 SWRCB | 11-20 | | 045702 | VO | SW-0191907 | 5/6/2020 | 0.00 | 1,400.00 |
| 059630 | CK | 5/19/2020 | 2006 Sierra Rail Services, LLC | 11-20 | | 045711 | VO | 201205 | 5/11/2020 | 0.00 | 492.20 |
| 059631 | CK | 5/19/2020 | 2014 Sharper Landscaping Services, | 11-20 | | 045681 | VO | 5356/0420 | 5/1/2020 | 0.00 | 1,600.00 |
| 059631 | CK | 5/19/2020 | 2014 Sharper Landscaping Services, | 11-20 | | 045743 | VO | 5381 | 5/14/2020 | 0.00 | 1,600.00 |
| Check Total | | | | | | | | | | | 3,200.00 |
| 059632 | CK | 5/19/2020 | 2026 Tel-Tec, Inc. | 11-20 | | 045712 | VO | 700320 | 5/1/2020 | 0.00 | 55.00 |
| 059633 | CK | 5/19/2020 | 2044 Securitas Security Services USA, | 11-20 | | 045745 | VO | W6822037 | 5/14/2020 | 0.00 | 14,143.99 |

Date: Tuesday, May 19, 2020
 Time: 01:54PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/19/2020

Page: 5 of 6
 Report: 03630.rpt
 Company: MASP

| 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 | | | | | | |
| 059634 | CK | 5/19/2020 | 2050 The Tire Store | 11-20 | | 045669 | VO | 147622/TEHACHAP | 4/2/2020 | 0.00 | 77.00 |
| 059634 | CK | 5/19/2020 | 2050 The Tire Store | 11-20 | | 045671 | VO | 148143/TEHACHAP | 4/5/2020 | 0.00 | 30.00 |
| Check Total | | | | | | | | | | | 107.00 |
| 059635 | CK | 5/19/2020 | 2065 Stotz Equipment | 11-20 | | 045750 | VO | 21837626 | 5/18/2020 | 0.00 | 6,386.74 |
| 059636 | CK | 5/19/2020 | 2193 Velosio LLC | 11-20 | | 045691 | VO | 572187 | 5/12/2020 | 0.00 | 306.25 |
| 059637 | CK | 5/19/2020 | 2214 Antelope Valley Press, Inc. | 11-20 | | 045697 | VO | 300187625/0420 | 4/1/2020 | 0.00 | 2,616.48 |
| 059638 | CK | 5/19/2020 | 2253 Waste Management - Kern | 11-20 | | 045677 | VO | 7023113008/0420 | 5/1/2020 | 0.00 | 710.65 |
| 059638 | CK | 5/19/2020 | 2253 Waste Management - Kern | 11-20 | | 045678 | VO | 7020123002/0420 | 5/1/2020 | 0.00 | 357.73 |
| Check Total | | | | | | | | | | | 1,068.38 |
| 059639 | CK | 5/19/2020 | 2313 Waxie Sanitary Supply | 11-20 | | 045688 | VO | 79154071 | 5/8/2020 | 0.00 | 99.85 |
| 059639 | CK | 5/19/2020 | 2313 Waxie Sanitary Supply | 11-20 | | 045689 | VO | 79155041 | 5/8/2020 | 0.00 | 503.23 |
| 059639 | CK | 5/19/2020 | 2313 Waxie Sanitary Supply | 11-20 | | 045713 | VO | 79161071 | 5/12/2020 | 0.00 | 37.14 |
| 059639 | CK | 5/19/2020 | 2313 Waxie Sanitary Supply | 11-20 | | 045714 | VO | 79161186 | 5/12/2020 | 0.00 | 3.43 |
| 059639 | CK | 5/19/2020 | 2313 Waxie Sanitary Supply | 11-20 | | 045736 | VO | 79169078 | 5/14/2020 | 0.00 | 1.72 |
| Check Total | | | | | | | | | | | 645.37 |
| 059640 | CK | 5/19/2020 | 2450 Xerox Corporation | 11-20 | | 045680 | VO | 010226040/0420 | 5/1/2020 | 0.00 | 106.25 |
| 059641 | CK | 5/19/2020 | 3251 Hopkins, Julie | 11-20 | | 045693 | VO | 0320 | 3/18/2020 | 0.00 | 62.57 |

Date: Tuesday, May 19, 2020
 Time: 01:54PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/19/2020

Page: 6 of 6
 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 | |
|--------------|------------|------------|--------------------------|--------------------------|------------|-------------|---------------------------|-----------------|----------------------|-------------------|------------|
| Check Count: | | 44 | | | | | | | | Acct Sub Total: | 199,115.43 |
| | | | Check Type | Count | | | Amount Paid | | | | |
| | | | Regular | 44 | | | 199,115.43 | | | | |
| | | | 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: | 44 | | | 199,115.43 | | | | |
| | | | | | | | Company Disc Total | 0.00 | Company Total | 199,115.43 | |

Date: Wednesday, May 27, 2020
 Time: 01:20PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/27/2020

Page: 1 of 3
 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 | | | | | | | |
| 059642 | CK | 5/27/2020 | 0109 AT&T | 11-20 | 045765 | VO | 8123831139/0520 | 5/7/2020 | 0.00 | 117.76 |
| 059642 | CK | 5/27/2020 | 0109 AT&T | 11-20 | 045766 | VO | 7134122793/0520 | 5/7/2020 | 0.00 | 117.76 |
| | | | | | | | | | Check Total | 235.52 |
| 059643 | CK | 5/27/2020 | 0341 Circulating Air Inc. | 11-20 | 045801 | VO | 4003-8859 | 5/27/2020 | 0.00 | 1,146.00 |
| 059644 | CK | 5/27/2020 | 0350 Clarks Pest Control | 11-20 | 045769 | VO | 26409319/0520 | 5/19/2020 | 0.00 | 50.00 |
| 059644 | CK | 5/27/2020 | 0350 Clarks Pest Control | 11-20 | 045770 | VO | 26409318/0520 | 5/19/2020 | 0.00 | 61.00 |
| 059644 | CK | 5/27/2020 | 0350 Clarks Pest Control | 11-20 | 045771 | VO | 26317912/0520 | 5/19/2020 | 0.00 | 49.00 |
| 059644 | CK | 5/27/2020 | 0350 Clarks Pest Control | 11-20 | 045772 | VO | 26409320/0520 | 5/19/2020 | 0.00 | 85.00 |
| | | | | | | | | | Check Total | 245.00 |
| 059645 | CK | 5/27/2020 | 0396 CDW Government | 11-20 | 045773 | VO | XVL3513 | 5/15/2020 | 0.00 | 8,645.73 |
| 059645 | CK | 5/27/2020 | 0396 CDW Government | 11-20 | 045774 | VO | XVJ2841 | 5/14/2020 | 0.00 | 617.00 |
| | | | | | | | | | Check Total | 9,262.73 |
| 059646 | CK | 5/27/2020 | 0436 ADAM C. DAYLEY, O.D.,P.C. | 11-20 | 045775 | VO | RICCOMINI | 5/13/2020 | 0.00 | 122.00 |
| 059647 | CK | 5/27/2020 | 0615 Federal Express | 11-20 | 045776 | VO | 7-012-54784 | 5/15/2020 | 0.00 | 58.49 |
| 059648 | CK | 5/27/2020 | 0712 FP Mailing Solutions | 11-20 | 045777 | VO | RI104470700 | 5/10/2020 | 0.00 | 122.10 |
| 059649 | CK | 5/27/2020 | 1200 L & L Construction | 11-20 | 045779 | VO | WE. 5.17.20 | 5/17/2020 | 0.00 | 900.00 |
| 059650 | CK | 5/27/2020 | 1254 Lincoln Nat'l Life Ins. Co. | 11-20 | 045780 | VO | 4082216603/0620 | 5/8/2020 | 0.00 | 929.90 |
| 059651 | CK | 5/27/2020 | 1551 OnSolve Intermediate Holding | 11-20 | 045787 | VO | 54661816278 | 5/21/2020 | 0.00 | 3,500.00 |

Date: Wednesday, May 27, 2020
 Time: 01:20PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/27/2020

Page: 2 of 3
 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 |
|-----------|------------|------------|---------------------------------------|--------------------------|------------|-------------|-------------------|-----------------|--------------------|------------------|
| 059652 | CK | 5/27/2020 | 1800 Ramos / Strong, Inc. | 11-20 | 045788 | VO | 0344934 | 5/15/2020 | 0.00 | 1,349.52 |
| 059653 | CK | 5/27/2020 | 1896 Speedy Car Wash | 11-20 | 045803 | VO | 1050/0520 | 5/19/2020 | 0.00 | 210.00 |
| 059653 | CK | 5/27/2020 | 1896 Speedy Car Wash | 11-20 | 045804 | VO | 1051/0520 | 5/20/2020 | 0.00 | 180.00 |
| | | | | | | | | | Check Total | 390.00 |
| 059654 | CK | 5/27/2020 | 1897 Southern California Fleet | 11-20 | 045785 | VO | HP897261 | 5/20/2020 | 0.00 | 30,039.57 |
| 059654 | CK | 5/27/2020 | 1897 Southern California Fleet | 11-20 | 045786 | VO | HP892487 | 5/20/2020 | 0.00 | 6,938.70 |
| | | | | | | | | | Check Total | 36,978.27 |
| 059655 | CK | 5/27/2020 | 2014 Sharper Landscaping Services, | 11-20 | 045784 | VO | 5382 | 5/22/2020 | 0.00 | 5,200.00 |
| 059656 | CK | 5/27/2020 | 2016 Spandorf, Chris | 11-20 | 045802 | VO | 050720 | 5/7/2020 | 0.00 | 525.96 |
| 059657 | CK | 5/27/2020 | 2136 UNUM Life Ins. Co. | 11-20 | 045781 | VO | 5580360012/0620 | 5/11/2020 | 0.00 | 2,635.50 |
| 059658 | CK | 5/27/2020 | 2230 Verizon Wireless | 11-20 | 045783 | VO | 9854481453 | 5/12/2020 | 0.00 | 875.04 |
| 059659 | CK | 5/27/2020 | 3030 Sonia Valenzuela | 11-20 | 045782 | VO | 042720/AV | 4/27/2020 | 0.00 | 125.00 |
| 059660 | CK | 5/27/2020 | 3310 Timothy Jaworski | 11-20 | 045778 | VO | 051120 | 5/11/2020 | 0.00 | 100.00 |

Date: Wednesday, May 27, 2020
 Time: 01:20PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 11-20 As of: 5/27/2020

Page: 3 of 3
 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 |
|-----------|------------|------------|--------------------------|--------------------------|------------|-------------|-------------------|-----------------|-------------------|----------------|
|-----------|------------|------------|--------------------------|--------------------------|------------|-------------|-------------------|-----------------|-------------------|----------------|

Check Count: 19

Acct Sub Total: 64,701.03

| Check Type | Count | Amount Paid |
|--------------------|-----------|------------------|
| Regular | 19 | 64,701.03 |
| 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 | 64,701.03 |

| | | | |
|--------------------|------|---------------|-----------|
| Company Disc Total | 0.00 | Company Total | 64,701.03 |
|--------------------|------|---------------|-----------|

| Date | Electronic Fund Transfers May 1 thru May 28, 2020 | Amount |
|-------------|--|---------------------|
| 5/1/2020 | ACH DEBIT INVOICE PAYCHEX EIB | \$216.80 |
| 5/1/2020 | ACH DEBIT TAXES PAYCHEX | \$11,619.98 |
| 5/1/2020 | WIRE TRANSFER FEE | \$15.00 |
| 5/6/2020 | ACH DEBIT 1800 CALPERS | \$51,910.38 |
| 5/6/2020 | ACH DEBIT 1800 CALPERS | \$9,374.88 |
| 5/6/2020 | ACH DEBIT 3100 CALPERS | \$5,485.11 |
| 5/6/2020 | ACH DEBIT 3100 CALPERS | \$5,223.22 |
| 5/6/2020 | ACH DEBIT 3100 CALPERS | \$1,792.60 |
| 5/6/2020 | ACH DEBIT 3100 CALPERS | \$5,485.84 |
| 5/6/2020 | ACH DEBIT 3100 CALPERS | \$5,223.22 |
| 5/6/2020 | ACH DEBIT 3100 CALPERS | \$1,792.60 |
| 5/6/2020 | ACH DEBIT 3100 CALPERS | \$549.86 |
| 5/6/2020 | ACH DEBIT 3100 CALPERS | \$577.21 |
| 5/6/2020 | ACH DEBIT EFTTRANSFE AVFUEL CORPORATION | \$9,899.47 |
| 5/6/2020 | ACH DEBIT INVESTMENT BFDS | \$269.00 |
| 5/6/2020 | ACH DEBIT INVESTMENT BFDS | \$269.00 |
| 5/6/2020 | ACH DEBIT INVESTMENT BFDS | \$437.12 |
| 5/6/2020 | ACH DEBIT INVESTMENT BFDS | \$495.11 |
| 5/6/2020 | WIRE TRANSFER FEE | \$15.00 |
| 5/7/2020 | ACH DEBIT EFTTRANSFE AVFUEL CORPORATION | \$287.54 |
| 5/8/2020 | ACH DEBIT EFTTRANSFE AVFUEL CORPORATION | \$4,021.88 |
| 5/8/2020 | ACH DEBIT EFTTRANSFE AVFUEL CORPORATION | \$4,021.88 |
| 5/11/2020 | ACH DEBIT 3100 CALPERSN | \$1,386.95 |
| 5/11/2020 | ACH DEBIT 3100 CALPERSN | \$1,386.95 |
| 5/14/2020 | ACH DEBIT ACH PMT AMEX EPAYMENTN | \$1,642.81 |
| 5/14/2020 | ACH DEBIT ACH PMT AMEX EPAYMENTN | \$6,845.23 |
| 5/14/2020 | ACH DEBIT GARNISH PAYCHEX | \$48.96 |
| 5/14/2020 | ACH DEBIT PAYROLL PAYCHEX | \$52,976.14 |
| 5/14/2020 | ACH DEBIT ACH PMT AMEX EPAYMENT | \$1,642.81 |
| 5/14/2020 | ACH DEBIT ACH PMT AMEX EPAYMENT | \$6,845.23 |
| 5/14/2020 | ACH DEBIT GARNISH PAYCHEX | \$48.96 |
| 5/14/2020 | ACH DEBIT PAYROLL PAYCHEX | \$52,976.14 |
| 5/15/2020 | ACH DEBIT HRS PMT PAYCHEX-HRS | \$458.93 |
| 5/15/2020 | ACH DEBIT INVOICE PAYCHEX EIB | \$198.80 |
| 5/15/2020 | ACH DEBIT TAXES PAYCHEX TPS | \$11,500.28 |
| 5/15/2020 | ACH DEBIT HRS PMT PAYCHEX-HRS | \$458.93 |
| 5/15/2020 | ACH DEBIT INVOICE PAYCHEX EIB | \$198.80 |
| 5/15/2020 | ACH DEBIT TAXES PAYCHEX TPS | \$11,500.28 |
| 5/22/2020 | ACH DEBIT CDTFA EPMT CA DEPT TAX FEE | \$315.00 |
| 5/27/2020 | ACH DEBIT CDTFA EPMT CA DEPT TAX FEE | 138 |
| 5/27/2020 | ACH DEBIT CDTFA EPMT CA DEPT TAX FEE | 204 |
| 5/21/2020 | ACH DEBIT EFTTRANSFE AVFUEL CORPORATION | 8954.66 |
| 5/27/2020 | ACH DEBIT EFTTRANSFE AVFUEL CORPORATION | 8963.03 |
| 5/28/2020 | MEMO DEBIT : CA DEPT TAX FEE CDTFA EPMT | 138 |
| 5/28/2020 | MEMO DEBIT : PAYCHEX PAYROLL | 54004.63 |
| 5/28/2020 | MEMO DEBIT : PAYCHEX CGS GARNISH | 48.96 |
| 5/27/2020 | WIRE TRANSFER FEE | \$15.00 |
| 5/20/2020 | WIRE TRANSFER FEE | \$15.00 |
| | Total | \$341,895.18 |