

# MOJAVE AIR AND SPACE PORT

## REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: August 17, 2021

Time: 2:00 p.m.

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

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

### **Zoom Video Conference**

<https://us02web.zoom.us/j/84017037589?pwd=czRleTV2ZWpudU5lZ1FtUjBiVXF3UT09>

Phone: 669-900-9128

Meeting ID: 840 1703 7589

Passcode608090

## AGENDA

### **1. Call to Order**

- A. Pledge of Allegiance
- B. Roll Call
- C. Approval of Agenda

### **2. Community Announcements**

Members of the audience may make announcements regarding community events.

### **3. Consent Agenda**

All items on the consent agenda are considered routine and non-controversial and will be approved by one motion unless a member of the Board, staff, or public requests to move an item to Action Items.

- A. Minutes of the Regular Board Meeting August 3, 2021
- B. Check Register dated August 12, 2021, \$1,007,670.54

#### **4. Action Items**

No Action Items

#### **5. Reports**

- A. DOO 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. Real Property Negotiations (Govt Code 54956.8): Property adjacent to Airport, Hangar 78, and California City

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

#### **8. Closed Session Report**

#### **Adjournment**

This Agenda was posted on August 13, 2021 by Jason Buck.

ADA Notice: Persons desiring disability-related accommodations should contact the District no later than forty-eight hours prior to the meeting. Persons needing an alternative format of the agenda because of a disability should notify the District no later than seventy-two hours prior to the meeting. All inquiries/requests can be made by phone at (661) 824-2433, in person at 1434 Flightline, Mojave, CA, or via email to [carrie@mojaveairport.com](mailto:carrie@mojaveairport.com).

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

Public Comments: Members of the public may comment on items on the agenda before the Board takes action on that item, or for closed session items, before the Board goes into closed session. Comments on items not on the agenda, and over which the Board has jurisdiction, may be made under “Public Comments on Items not on the Agenda,” but the Board may not take action on any issues raised during this time. All comments by members of the public are limited to three minutes.

#### **MISSION STATEMENT**

**FOSTER AND MAINTAIN OUR RECOGNIZED AEROSPACE PRESENCE WITH A PRINCIPLE FOCUS AS THE WORLD’S PREMIER CIVILIAN AEROSPACE TEST CENTER WHILE SEEKING COMPATIBLY DIVERSE BUSINESS AND INDUSTRY**

# **BOARD OF DIRECTORS**

## **MINUTES OF THE REGULAR MEETING ON AUGUST 3, 2021**

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

### **1. CALL TO ORDER**

The meeting was called to order on Tuesday, August 3, 2021 at 2:00 p.m. by Director Balentine.

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

**B. Roll Call:**

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

Directors absent: Barney

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

**C. Approval of Agenda**

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

### **2. Community Announcements**

There were no public comments.

### **3. Consent Agenda**

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

A. Minutes of the Regular Board Meeting July 20, 2021

B. Check Register dated July 29, 2021, \$1,49,593.81

### **4. Action Item**

No Action Items

## **5. Reports**

### **A. Financial Reports**

DOA Rawlings presented the financial reports ending June 30, 2021. DOA Rawlings briefed the Board of Directors on the status of the FYE 2021 audit progress. She also stated Dragon Aviation paid their balance in full after being served with the Pay Quit notice and vacated one hangar. DOA Rawlings also discussed the gym membership.

### **B. Security Report**

Security Chief Spandorf presented the security report for the period of June 26 – July 25, 2021, and discussed the unsecured gate incident with the Board of Directors.

### **C. Director of Operations Report**

DOO Nelson recognized Mike Demetriff, Maintenance Dept. for a job well done, stating Mike worked long hours and completed all work tasks while his department was short-handed. DOO Nelson also presented Mike with a \$25.00 Amazon card. DOO Nelson showed a Fuel Chart and discussed his plan to increase fuel sales revenue. DOO Nelson also briefed the Board of Directors on the Air Traffic Control activities, Landscaping, Weed Abatement, and the General Aviation Lighting Project. DOO Nelson also discussed the General Aviation Mail-Box Project, and the Pavement Cold Patch Project. DOO Nelson introduced Pro-Tech Fire Chief Damian Farrar and briefed the Board of Director on the enhanced vehicle Signage.

### **D. CEO Report**

CEO Lindner provided a slide show updating the Board of Directors on his CEO report. CEO discussed the Airport Rescue Grant Program, General Aviation expansion plan and the potential expansion of the east side of the airfield. CEO Lindner briefed the Board of Directors on potential leases, FAA funds and Letter of agreement, IT policies, the Tri-Sonic Wind Tunnel, and the Aircraft Display

### **E. Board Committees**

There were no comments.

### **F. Board of Directors**

Director Deaver stated Starbucks will be starting construction mid-August on their new location in Mojave. Director Balentine stated the ballfield is looking much better.

## **6. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

There were no public comments.

## **7. Closed Session**

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

## **8. Closed Session Report**

In Closed session, the Board discussed the potential litigation involving Scaled Composites. No action was taken and no other items were discussed.

**ADJOURNMENT**

There being no further business to come before the Board, the chair adjourned the meeting at 3:33 pm.

\_\_\_\_\_  
Jimmy R. Balentine, President

ATTEST

\_\_\_\_\_  
Diane Barney, Secretary

Date: Thursday, August 12, 2021  
 Time: 08:59AM  
 User: CPANKO

**Mojave Air & Space Port**  
**Check Register - Standard**  
 Period: 02-22 As of: 8/12/2021

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

Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
<b>Company: MASP</b>										
Acct / Sub:	101000		1200							
061288	CK	8/17/2021	0194 Aviation Striping, Inc	02-22	048903	VO	343	7/9/2021	0.00	2,038.00
061288	CK	8/17/2021	0194 Aviation Striping, Inc	02-22	048904	VO	344	7/21/2021	0.00	67,935.00
<b>Check Total</b>										<b>69,973.00</b>
061289	CK	8/17/2021	0250 Berchtold Equipment	02-22	048929	VO	BW14088	8/9/2021	0.00	31,645.75
061290	CK	8/17/2021	0775 Granite Construction	02-22	048876	VO	PAY REQ #4	6/30/2021	0.00	805,852.59
061291	CK	8/17/2021	1314 Mead & Hunt	02-22	048953	VO	319634/TWY C	8/6/2021	0.00	91,906.02
061291	CK	8/17/2021	1314 Mead & Hunt	02-22	048954	VO	319635/RWY 1230	8/6/2021	0.00	2,032.80
061291	CK	8/17/2021	1314 Mead & Hunt	02-22	048955	VO	319636/GA PVMT	8/6/2021	0.00	3,842.48
061291	CK	8/17/2021	1314 Mead & Hunt	02-22	048956	VO	318924/GA PVMT	7/15/2021	0.00	2,417.90
<b>Check Total</b>										<b>100,199.20</b>
Check Count:		4								
<b>Acct Sub Total:</b>										<b>1,007,670.54</b>

Check Type	Count	Amount Paid
Regular	4	1,007,670.54
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
<b>Total:</b>	<b>4</b>	<b>1,007,670.54</b>

<b>Company Disc Total</b>	<b>0.00</b>	<b>Company Total</b>	<b>1,007,670.54</b>
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# MOJAVE

AIR AND SPACE PORT

## DOO REPORT

TO: MASP Board of Directors

FROM: DOO Matt Nelson

MEETING DATE: 08.17.2021

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### Updates

- Fuels

Fuel training and best practices for Maintenance department

- ATC

Shade replacement for ATC cab  
Class D expansion

- Planning

Lighting Vault solicitation for bids  
Airport Operations Area (AOA) perimeter fencing signage project  
Fuel bowser rental  
24" water main repair

- Maintenance

New landscaper services

- ARFF

Ongoing Scheduled Maintenance  
Inflight emergency report  
Fire extinguishing training with two major tenants

- Security

Completion of enhanced vehicle signage



## CEO REPORT

**TO:** MASP Board of Directors

**FROM:** Todd Lindner

**MEETING DATE:** August 17, 2021

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### Updates

- GA Pavement Rehabilitation
- GA Hangar Development
  - Clear Sun Lease
- GA Hangar Improvements
  - Mailboxes Key Assignments
- Bragg Crane
  - Airspace
- RNAV GPS LPV Runway 30 & RNAV GPS Runway 26
- Calspan Tri-Sonic Wind Tunnel (TSWT)
  - Utilities
- Masten Aerospace
- Inter-Orbital
- FBO Services
- Harold Smith & Ron Langford



# MOJAVE

## AIR AND SPACE PORT

### CEO REPORT

#### Authorized Payments

BOARD MEETING: 8/17/2021	DATE	AMOUNT	EFT'S	TOTAL
CEO CHECK REGISTER	8/11/2021	87,559.42		87,559.42
				-
EFT'S	7/29/2021	-	252,196.17	252,196.17
		87,559.42	252,196.17	339,755.59
BOD CHECK	8/17/2021	69,973.00		69,973.00
	8/17/2021	31,645.75		31,645.75
		805,852.59		805,852.59
		100,199.20		100,199.20
		1,007,670.54		1,007,670.54
VOID CHECK	61240			
	61082			
TOTAL ALL CHECKS & EFT'S				1,347,426.13

Date: Wednesday, August 11, 2021  
 Time: 04:16PM  
 User: CPANKO

**Mojave Air & Space Port**  
**Check Register - Standard**  
 Period: 02-22 As of: 8/11/2021

Page: 1 of 5  
 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
<b>Company: MASP</b>										
Acct / Sub:	101000		1200							
061247	CK	8/11/2021	0109 AT&T	02-22	048934	VO	29683334/0821	8/1/2021	0.00	276.99
061248	CK	8/11/2021	0112 American Assoc of Airport Exec	02-22	048937	VO	1093023\CR	8/2/2021	0.00	275.00
061249	CK	8/11/2021	0244 American Electrical Services	02-22	048925	VO	S1590-1698	8/6/2021	0.00	1,350.00
061250	CK	8/11/2021	0284 Michael L. Brouse	02-22	048905	VO	080221	8/2/2021	0.00	5,062.50
061251	CK	8/11/2021	0287 Brown Armstrong Accountancy	02-22	048957	VO	260360	7/25/2021	0.00	3,473.32
061252	CK	8/11/2021	0341 Circulating Air Inc.	02-22	048893	VO	6876	7/23/2021	0.00	540.00
061253	CK	8/11/2021	0365 Consolidated Electrical Distr.	02-22	048895	VO	3978-1014088	7/22/2021	0.00	5,228.44
061254	CK	8/11/2021	0396 CDW Government	02-22	048906	AD	H323663	7/23/2021	0.00	-1,054.84
061254	CK	8/11/2021	0396 CDW Government	02-22	048935	VO	H856151	8/4/2021	0.00	1,687.84
061254	CK	8/11/2021	0396 CDW Government	02-22	048936	VO	H608458	7/30/2021	0.00	432.16
061255	CK	8/11/2021	0479 Aramark	02-22	048889	VO	2100915700/SEC	7/30/2021	0.00	77.50
061255	CK	8/11/2021	0479 Aramark	02-22	048898	VO	2100915755	8/30/2021	0.00	195.25
061255	CK	8/11/2021	0479 Aramark	02-22	048926	VO	2100917141	8/6/2021	0.00	144.51
061255	CK	8/11/2021	0479 Aramark	02-22	048927	VO	2100917072/SEC	8/6/2021	0.00	77.50
061255	CK	8/11/2021	0479 Aramark	02-22	048928	VO	2100917144	8/6/2021	0.00	50.64
<b>Check Total</b>										<b>1,065.16</b>

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Page: 2 of 5  
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061255	CK	8/11/2021	0479 Aramark	02-22		048933	VO	2100915758	7/30/2021	0.00	50.64
										<b>Check Total</b>	<b>596.04</b>
061256	CK	8/11/2021	0615 Federal Express	02-22		048907	VO	7-452-52419	7/30/2021	0.00	34.01
061257	CK	8/11/2021	0773 Grainger	02-22		048908	VO	9969612341	7/21/2021	0.00	1,847.74
061258	CK	8/11/2021	0786 GuardMetrics LLC	02-22		048959	VO	02315	8/1/2021	0.00	1,801.20
061259	CK	8/11/2021	0823 HM Bio-Serv, Inc.	02-22		048909	VO	HM4145	7/30/2021	0.00	3,000.00
061260	CK	8/11/2021	0898 IML Security Supply	02-22		048896	VO	2921331	7/15/2021	0.00	1,265.87
061260	CK	8/11/2021	0898 IML Security Supply	02-22		048897	VO	2921326	7/15/2021	0.00	17.16
										<b>Check Total</b>	<b>1,283.03</b>
061261	CK	8/11/2021	1032 Interstate All Battery Center	02-22		048550	VO	1909399004785	6/1/2021	0.00	179.50
061261	CK	8/11/2021	1032 Interstate All Battery Center	02-22		048552	VO	1909399004787	6/2/2021	0.00	166.75
										<b>Check Total</b>	<b>346.25</b>
061262	CK	8/11/2021	1103 KERN COUNTY DEPT.	02-22		048887	VO	20458/LATE FEE	7/8/2021	0.00	0.55
061262	CK	8/11/2021	1103 KERN COUNTY DEPT.	02-22		048888	VO	170635150	7/22/2021	0.00	3.15
										<b>Check Total</b>	<b>3.70</b>
061263	CK	8/11/2021	1152 County Clerk	02-22		048938	VO	APP FEE/CEQA	8/11/2021	0.00	50.00
061264	CK	8/11/2021	1161 Kern Auto Parts Inc	02-22		048932	VO	948792	6/25/2021	0.00	10.71
061265	CK	8/11/2021	1200 L & L Construction	02-22		048939	VO	WE 8.1.21	8/1/2021	0.00	750.00
061266	CK	8/11/2021	1241 Loschnigg Consulting LLC	02-22		048911	VO	2021-07-31	7/31/2021	0.00	6,000.00

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Page: 3 of 5  
 Report: 03630.rpt  
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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
061267	CK	8/11/2021	1306 Martha's Cleaning Service	02-22	048940	VO	2083	8/1/2021	0.00	2,914.00
061267	CK	8/11/2021	1306 Martha's Cleaning Service	02-22	048941	VO	2084	8/1/2021	0.00	5,554.00
									<b>Check Total</b>	<b>8,468.00</b>
061268	CK	8/11/2021	1315 McMaster-Carr	02-22	048942	VO	62939322	8/9/2021	0.00	42.02
061269	CK	8/11/2021	1364 Karl's Hardware Mojave	02-22	048910	VO	072621	7/28/2021	0.00	1,829.10
061270	CK	8/11/2021	1372 Mojave Public Utility District	02-22	048912	VO	006072001/0721	7/31/2021	0.00	8,280.00
061270	CK	8/11/2021	1372 Mojave Public Utility District	02-22	048913	VO	006072003/0721	7/31/2021	0.00	158.34
061270	CK	8/11/2021	1372 Mojave Public Utility District	02-22	048914	VO	006072000/0721	7/31/2021	0.00	93.30
061270	CK	8/11/2021	1372 Mojave Public Utility District	02-22	048915	VO	006072002/0721	7/31/2021	0.00	81.36
									<b>Check Total</b>	<b>8,613.00</b>
061271	CK	8/11/2021	1411 Nave Law Office, P.C.	02-22	048916	VO	21002	7/31/2021	0.00	6,371.00
061272	CK	8/11/2021	1436 Porter Concrete Construction	02-22	048922	VO	4675	7/15/2021	0.00	5,102.00
061272	CK	8/11/2021	1436 Porter Concrete Construction	02-22	048943	VO	4683	8/2/2021	0.00	3,437.50
061272	CK	8/11/2021	1436 Porter Concrete Construction	02-22	048944	VO	4684	8/2/2021	0.00	4,452.50
									<b>Check Total</b>	<b>12,992.00</b>
061273	CK	8/11/2021	1700 Quinn Company	02-22	048918	VO	WON60013238	7/29/2021	0.00	1,100.00
061273	CK	8/11/2021	1700 Quinn Company	02-22	048919	VO	WON60013239	7/29/2021	0.00	1,328.58
									<b>Check Total</b>	<b>2,428.58</b>
061274	CK	8/11/2021	1803 Race Telecommunications, Inc.	02-22	048945	VO	RC527477	8/1/2021	0.00	420.81
061274	CK	8/11/2021	1803 Race Telecommunications, Inc.	02-22	048946	VO	RC527404	8/1/2021	0.00	851.95
									<b>Check Total</b>	<b>1,272.76</b>

Date: Wednesday, August 11, 2021  
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 Period: 02-22 As of: 8/11/2021

Page: 4 of 5  
 Report: 03630.rpt  
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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
061275	CK	8/11/2021	1897 Southern California Fleet Service	02-22	048900	VO	HP13800	7/29/2021	0.00	1,609.51
061275	CK	8/11/2021	1897 Southern California Fleet Service	02-22	048901	VO	1897	7/29/2021	0.00	1,950.07
									<b>Check Total</b>	<b>3,559.58</b>
061276	CK	8/11/2021	1925 Sparkletts	02-22	048920	VO	13703338 080521	8/5/2021	0.00	1,124.10
061277	CK	8/11/2021	2014 Sharper Landscaping Services	02-22	048882	VO	5887/0721	8/2/2021	0.00	1,600.00
061278	CK	8/11/2021	2045 Shreds Unlimited Inc	02-22	048883	VO	18288/0721	7/29/2021	0.00	40.00
061279	CK	8/11/2021	2142 Underground Service Alert	02-22	048899	VO	1540682021	7/20/2021	0.00	150.00
061280	CK	8/11/2021	2193 Velosio LLC	02-22	048864	VO	IN100-00050356	7/27/2021	0.00	262.50
061280	CK	8/11/2021	2193 Velosio LLC	02-22	048881	AD	102020	7/30/2021	0.00	-299.00
061280	CK	8/11/2021	2193 Velosio LLC	02-22	048947	VO	100RN-006822	8/10/2021	0.00	629.10
061280	CK	8/11/2021	2193 Velosio LLC	02-22	048958	VO	IN100-00051887	8/11/2021	0.00	1,755.00
									<b>Check Total</b>	<b>2,347.60</b>
061281	CK	8/11/2021	2253 Waste Management Kern	02-22	048921	VO	241081243009/FH	8/1/2021	0.00	186.56
061281	CK	8/11/2021	2253 Waste Management Kern	02-22	048948	VO	014574448081/07	7/31/2021	0.00	600.79
									<b>Check Total</b>	<b>787.35</b>
061282	CK	8/11/2021	2450 Xerox Corporation	02-22	048949	VO	014033787	8/1/2021	0.00	302.63
061283	CK	8/11/2021	3003 Lennora Johansen	02-22	048950	VO	072921	8/5/2021	0.00	123.00
061284	CK	8/11/2021	3047 Nicholas Keenberg	02-22	048884	VO	072821	7/28/2021	0.00	55.11

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Page: 5 of 5  
 Report: 03630.rpt  
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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
061285	CK	8/11/2021	3049 Cristian Chavez	02-22	048894	VO	0718 -072421	7/24/2021	0.00	708.74
061286	CK	8/11/2021	3310 Timothy Jaworski	02-22	048952	VO	071521	7/15/2021	0.00	320.00
061287	CK	8/11/2021	3650 Javier Ruiz	02-22	048951	VO	063021	7/8/2021	0.00	1,430.76

Check Count: 41

**Acct Sub Total: 87,559.42**

Check Type	Count	Amount Paid
Regular	41	87,559.42
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
<b>Total:</b>	<b>41</b>	<b>87,559.42</b>

<b>Company Disc Total</b>	<b>0.00</b>	<b>Company Total</b>	<b>87,559.42</b>
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Electronic fund Transfers July 30 through August 12, 2021

Date		AMOUNT
8/6/2021	RETURN ITEM DEBIT	\$1,800.00
8/6/2021	RETURN ITEM FEE	\$10.00
8/12/2021	MEMO DEBIT : Wire Transfer Fee	\$15.00
8/12/2021	MEMO DEBIT : AVFUEL	\$19,407.55
8/12/2021	MEMO DEBIT : AMEX EPAYMENT	\$3,644.26
8/12/2021	MEMO DEBIT : Mojave Air-Space PAYABLES ACH Entry	\$35,416.67
8/11/2021	ACH DEBIT ACH PMT AMEX EPAYMENT	\$15,871.84
8/11/2021	ACH DEBIT INVOICE PAYCHEX	\$194.00
8/10/2021	ACH DEBIT PAYROLL PAYCHEX	\$12,619.88
8/10/2021	ACH DEBIT TAXES PAYCHEX TPS	\$4,959.21
8/10/2021	ACH DEBIT CLOVER APP CLOVER APP MRKT	\$39.95
8/6/2021	ACH DEBIT TAXES PAYCHEX TPS	\$12,400.57
8/6/2021	ACH DEBIT INVOICE PAYCHEX EIB	\$250.90
8/5/2021	ACH DEBIT PAYROLL PAYCHEX-RCX	\$58,250.06
8/5/2021	ACH DEBIT 1800 CALPERS	\$55,140.19
8/5/2021	ACH DEBIT 1800 CALPERS	\$7,337.89
8/5/2021	ACH DEBIT EFTTRANSFE AVFUEL	\$4,059.42
8/5/2021	ACH DEBIT GARNISH PAYCHEX CGS	\$858.17
8/4/2021	ACH DEBIT EFTTRANSFE AVFUEL	\$19,854.46
8/2/2021	ACH DEBIT MTOT DISC BANKCARD	\$66.15
	Total	\$252,196.17