

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF  
MOJAVE AIR AND SPACE PORT  
October 7, 2014**

The Board of Directors of the Mojave Air and Space Port duly met for a Regular Meeting at the District Offices in the Administration Building at Mojave Airport, Mojave, California, at the hour of 2:00 o'clock p.m. on Tuesday, October 7, 2014.

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

Vice President Peterson presented the Agenda. Upon motion by Director Balentine, seconded by Director Evans and unanimously carried, it was:

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

**CONSENT AGENDA**

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

**3A) Minutes of September 16, 2014**

**RESOLVED:** That the Minutes of  
the Regular Meeting of September  
16, 2014 be approved as submitted  
and further reading thereof be  
waived.

**BUSINESS ITEMS**

**4A) Check Register 10/03/14**

Vice President Peterson presented the General Fund Check Register for October 3, 2014

with the schedule of electronic fund transfers delineated below. Director Balentine disqualified himself from participating in the discussion of this item due to a potential conflict of interest pertaining to check number 052620 in the amount of \$41.87.

**SCHEDULED ELECTRONIC FUND TRANSFERS**

<b>AV Fuel</b>	<b>10/07/14</b>	<b>\$ 37.63</b>
<b>AV Fuel</b>	<b>10/07/14</b>	<b>\$ 698.75</b>
<b>AV Fuel</b>	<b>10/09/14</b>	<b>\$ 25,974.59</b>
<b>AV Fuel</b>	<b>10/16/14</b>	<b>\$ 26,545.25</b>
<b>Calpers /Health</b>	<b>10/10/14</b>	<b>\$ 36,570.78</b>

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

**RESOLVED:** That Board approve check numbers 052602 thru 052655 on register date October 3, 2014 in the amount of \$217,814.94 and Electronic Fund Transfer payments in the amount of \$89,827.00 for a total of \$307,641.94.

**4B) FAA/AIP Check Register 10/03/14**

Vice President Peterson presented the check register for FAA/AIP Account for Runway 4-22 Rehabilitation Project. Upon motion by Director Evans, seconded by Director Deaver and unanimously carried, it was:

**RESOLVED:** That Board approve  
check on register date October 3, 2014  
in the amount of \$2,226.00 for  
FAA/AIP Account.

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

Insurance renewal policy for Boiler and Machinery was presented. CEO Witt clarified that while District does not physically have a boiler the insurance policy presented does cover and is required for the District's pump house and compressors located in various buildings at the airport. Upon motion by Director Evans, seconded by Director Deaver and unanimously carried, it was:

**RESOLVED:** That Board approve  
annual renewal of Boiler & Machinery  
policy number FBP9932901 with  
Shaw, Moses, Mendenhall  
and Associates in the amount of  
\$2,754.00 for policy period  
October 7, 2014 thru October  
7, 2015.

**Reports/Announcements**

**5A) Community**

Cathy Hansen reported that the Mojave Transportation Museum held their Plane Crazy Saturday Two event at California City on October 4<sup>th</sup>. She stated the event was a huge success and everyone seemed to enjoy themselves. She noted the day was beautiful and clear. The weather was appropriate for the Hot Air Balloon rides along with the California City Model RC Club with their radio controlled model race and aerobatic planes which they had on display. There was also a nice collection of classic cars from the 50's as well as unique aircraft that flew in from neighboring airports such as Tehachapi, Ridgecrest and Rosamond. Aerospace engineers for XCOR Aerospace, Anita Solanki and Tony Busalacchi gave an informative presentation about the mission of XCOR Aerospace and their Lynx sub-orbital spacecraft. Special thanks was given to

California City Municipal Airport, California City Chamber of Commerce and Parks and Recreation for their support. Ms. Hansen also gave a briefing of the next Plane Crazy event to be held on October 18<sup>th</sup> which will highlight and honor our Emergency Service Personnel here at Mojave Air and Space Port. The California Highway Patrol, Kern County Sheriff, Kern County Fire Department, Mercy Air and Hall Ambulance were among the agencies recognized for their dedication and service. She stated that the Kern County Fire Department will bring their Super Huey H model that is used for fighting wildland fires and will perform several water drops at the event. Kern County Fire Department will also showcase their fire truck along with other vehicles to include the District's Fire, Crash & Rescue vehicle, Hall Ambulance and Mercy Air's Aerial Ambulance. The event also serves to introduce kids in a non-emergency setting to emergency services personnel and allow them to interact with emergency vehicles to help them become familiarized and make them feel more at ease in the event of a real emergency. She also stated that the California Highway Patrol with CHIP's for kids will be having a toy drive for children in Boron, Mojave, Rosamond and California City. In addition the Kern County Sheriff Citizen Service unit will also have a display at the event.

John Joyce of Rosamond News briefed Board on the Rosamond Armed Forces Day Parade that was held on Saturday, September 27<sup>th</sup>. The Grand Marshal of the parade was an Iraq wounded warrior, the first one ever leading the parade in a wheelchair, who was driving a tank when it exploded and was trapped in the tank for 90 minutes while it was burning and he lost his left arm. Mr. Joyce stated that during his interview with him he was amazed at his resiliency and spirit and his ability to lead a productive life after everything he went through noted the veteran's name was Jerral Hancock, a single parent raising his two children. Mr. Joyce also stated that Actor Gary Sinise an advocate for disabled veterans has a foundation that offers several programs to help disabled veterans by building custom Smart Homes for America's severely wounded heroes recovering from trauma and loss and a great benefit for Mr. Ross. Another comment was made from a member of the audience Mr. Tom Ross who serves on the California City Airport Advisory Board that provides advice concerning the operation of the California City Municipal Airport. Mr. Ross wanted to extend his thanks and appreciation to the Mojave

Air and Space Port and in particular the Mojave Transportation Museum for hosting the Plane Crazy event in California City which he noted was a success and well received by the community.

**5B) Board Committees**

Director Balentine reported that the Finance and Audit Committee did not meet this week however he did speak with Jessica Ruiz at Mojave Desert Bank and noted that some Board members and CEO Witt need to sign new signature cards.

**5C) Board of Directors**

Director Deaver commented that in a recent article in the *Economist* it was noted that the airline construction business is booming and businesses that manufacture items that go into airliners such as Incotec at MASP and PPG Aerospace just south of Mojave are also booming. He suggested CEO research similar companies that may consider relocating to MASP since this is a good area for this sector of the airline industry.

**CEO/GM**

**1. Mojave Desert News Ad**

CEO Witt reported that he approved an ad in the amount of \$250.00 for the 60<sup>th</sup> Anniversary of the Mojave High School Mustang football program flyer and noted that this was a worthy cause and gives MASP some good advertising coverage.

**2. Merit Increase for Maintenance Man II**

CEO Witt reported that he approved a 5% merit increase for an employee in the position of Maintenance Man II and noted that the Administrative Code requires him to report action to Board within twenty days. The pay increase will take effect in the pay period ending September 22, 2014 and will change the current rate of \$25.71 per hour to the new rate of \$27.00 per hour.

### **3. Rael & Letson Agreement**

CEO Witt reported that he approved a Consulting Services Agreement with Rael and Letson Consultants and Actuaries in an amount NTE \$15,000.00 for auditing and actuarial services as it relates to retirement benefits. Rael & Letson will conduct an actuarial analysis of the District's Other Post-Employment Benefits (OPEB) and will provide information necessary for the District to comply with the Government Accounting Standards Board (GASB) Statements 43 and 45 (GASB 43 and GASB 45). An executive summary will be provided in addition to a completed "actuarial information" spreadsheet and accompanying "certification of OPEB actuarial information" form that is required for District's participation in the California Employer's Retiree Benefit Trust (CERBT).

### **4. Flight Test Historical Foundation**

CEO Witt polled the Board for attendance at the Gathering of Eagles annual event hosted by the Flight Test Historical Foundation. The event will celebrate the USAF Test Pilot School 70<sup>th</sup> Anniversary and Test Pilot Reunion to be held October 18, 2014 at the Pioneer Event Center 45000 Valley Central Way, Lancaster, California.

CEO announced another successful glide test flight of SpaceShipTwo this morning and reported that rocket testing activity at MASP is increasing daily at the rocket test sites and dust plumes have been reported. He also commented that filming activity has increased and will continue for the balance of October and into November. CEO Witt reported that the entire NASA Aviation Safety Advisory Panel chaired by Vice Admiral Joe Dyer and several members from the aerospace community were touring MASP today and visiting several companies on the airport. He also noted that the 10<sup>th</sup> Anniversary of the Ansari XPrize was held at the event center on Saturday.

### **CLOSED SESSION**

Board adjourned to Closed Session per Government Code Section 54957 to discuss Potential Litigation and Personnel per Government Code Section 54957 (CEO Evaluation).

**CLOSED SESSION REPORT**

In closed session, the Board discussed one case of potential litigation involving My Printing Company and gave direction to the CEO. The Board also evaluated the CEO's performance, but took no action. No other items were discussed.

**ADJOURNMENT**

There being no further business to come before the Board, the chair adjourned the meeting at 4:35 p.m.

**RESOLVED:** That the regular meeting of October 7, 2014 be and the same is hereby adjourned.

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President

**ATTEST:**

\_\_\_\_\_  
Secretary

**(SEAL)**

