



P.O. Box 755
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FlyBigBear.com

"The Big Bear Airport District provides Big Bear Valley with a safe, efficient and exceptional venue for aviation operations."

REGULAR BOARD OF DIRECTORS MEETING

Big Bear Airport District
Terminal Building – West Wing Board Room

Wednesday, March 13, 2024
4:00 P.M.

AGENDA

TELECONFERENCE LOCATION

NOTE: Pursuant to Government Code Section 54953(b), Board Members Steve Castillo and Julie Smith will be attending the Regular Board of Directors Meeting via teleconference from:

6844 North Fresno St. 4011 14th St., Rm. A-1
Fresno, CA 93710 Riverside, CA 92501

BOARD MEMBERS:

Steve Castillo, President
Rick Seifert, Vice-President
Chuck Hicks
Marikay Lindstrom
Julie Smith

Unless you are a public safety official, please turn off your cell phone or place it on vibrate mode during the Meeting.

This Agenda is prepared and posted pursuant to the requirements of the California Government Code Section 54954.2, which is a portion of California's Open Meeting Law called the "Brown Act." The agenda contains a brief, general description of each item of business to be discussed and/or transacted. Prior to acting on any Agenda item, the Board will consider public comments.

1. CALL TO ORDER

2. FLAG SALUTE

MISSION STATEMENT: The Big Bear Airport District serves the Big Bear Valley by providing a safe, efficient, and exceptional venue for aviation operations.

3. ROLL CALL AND INTRODUCTIONS

4. APPROVAL OF AGENDA

PUBLIC COMMENTS: A person wishing to comment on an Agenda item should come to the podium and wait for the President to recognize them. Unless otherwise provided for a specific item, all comments are limited to 3 minutes each with an overall total of 15 minutes. No speaker may allot their time to others.

Comments on Agenda items: Comments concerning matters on the agenda will be heard at the time the matter is considered.

Comments on non-Agenda Items: Comments concerning matters not on the agenda will be heard during the Public Comment section on the agenda. A speaker's comments should be within the subject matter jurisdiction of the Big Bear Airport District Board.

Please note that if you are addressing the Board on items not on the Agenda, the Brown Act does not allow Board discussion of such items because they are not on the agenda and thus were not notified publicly. Therefore, the Board may only do the following: refer the matter to staff, ask for additional information or request a report back, or give a limited factual response. Your comments may be placed on the agenda for future discussion.

5. SPECIAL PRESENTATIONS AND PROCLAMATIONS: (NONE)

6. BIG BEAR AIRPORTS PILOTS ASSOCIATION:

7. CONSENT AGENDA:

7.1. Approval of Draft Minutes (Pages 4-5)

7.1.a. Regular Board Meeting 4:00 P.M., January 10, 2024
(The February Board Meeting was adjourned)

7.2. YTD Financial Reports, December 2023, and January 2024 (Pages 6-30)

8. PULLED CONSENT AGENDA ITEMS:

9. BUSINESS MATTERS – DISCUSSION AND POSSIBLE ACTION:

- 9.1. Discussion and possible approval of ADA Ramps and Stairs for Temporary Building. (Pages 31-34)
- 9.2. Discussion and possible approval for a Work Study Program at Big Bear High School.
- 9.3. LAFCO Ballot: Vote for Candidate for Regular Member Election. (Pages 35-37)

10. MANAGER’S REPORT: (Pages 38-49)

11. COMMITTEE REPORTS: NONE

12. DIRECTOR’S COMMENTS:

13. FUTURE AGENDA ITEMS:

14. ADJOURN TO CLOSED SESSION:

14.1. CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2)

Conference with legal counsel regarding anticipated litigation against the District-1 Case

15. RECONVENE TO OPEN SESSION:

16. REPORT FROM CLOSED SESSION, if any:

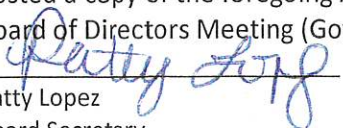
17. NEXT MEETING DATE:

Wednesday, April 10, 2024, at 4:00 P.M. – Regular Board of Directors Meeting

Location: Terminal Building- West Wing Board Room

18. ADJOURNMENT:

CERTIFICATION: I, Patty Lopez, Board Secretary of the Big Bear Airport District, do hereby certify that I posted a copy of the foregoing Agenda on March 9, 2024, at least 72 hours in advance of the Regular Board of Directors Meeting (Government Code Section 54954.2).



Patty Lopez
Board Secretary
Big Bear Airport District

The Big Bear Airport District Board Meeting area is handicapped accessible. Persons with disabilities can receive this Agenda in an alternative format and should call the Airport Office at (909) 585-3219. Notification of 48 hours prior to the Meeting will enable the District to make arrangements to assure accessibility to the Meeting. The agenda is available for review. Agenda items are posted on the District Website at www.flybigbear.com. If access to the Website is not available, copies may be obtained by calling the Airport Office.



MINUTES

REGULAR BOARD OF DIRECTORS MEETING

Wednesday, January 10, 2024

4:00 P.M.

*"The Big Bear Airport District serves the Big Bear Valley
by providing a safe, efficient, and exceptional venue for aviation operations"*

BOARD OF DIRECTORS

Steve Castillo, President | Rick Seifert, Vice-President
Director Charles Hicks | Director Marikay Lindstrom
Director Julie Smith

MEETING LOCATION

Terminal Building — West Wing Boardroom

1. **CALL TO ORDER:** President Steve Castillo, called to order the Regular Meeting of the Big Bear Airport Board of Directors on Wednesday, January 10, 2024, at 4:00 P.M.
2. **FLAG SALUTE:** President Steve Castillo invited the Board and those present, to join in the flag salute, and the salute followed.
3. **ROLL CALL AND INTRODUCTIONS:** Board Secretary, Patty Lopez, recorded the following:
DIRECTORS PRESENT: Steve Castillo, Chuck Hicks and Rick Seifert. Julie Smith attended the meeting via zoom. Marikay Lindstrom was absent with cause.
4. **APPROVAL OF AGENDA:** No changes. Approved by consensus.
5. **SPECIAL PRESENTATIONS AND PROCLAMATIONS:** NONE
6. **BIG BEAR AIRPORTS PILOTS ASSOCIATION:** NONE
7. **CONSENT AGENDA:** Director Smith moved to approve the Minutes from the Regular Board of Directors Meeting of December 13, 2023, and the filing of the YTD financial reports for November 2023. Director Seifert seconded the motion. The motion passed, with all members present voting AYE.
8. **PULLED CONSENT AGENDA ITEMS:** NONE

9. BUSINESS MATTERS:

9.1. BOARD REORGANIZATION

President Castillo announced 2023 Committee Assignments

	Chair	Member
Airport Development Committee:	Rick Seifert	Chuck Hicks
Personnel Committee:	Steve Smith	Julie Castillo
Public Outreach Committee:	Chuck Hicks	Marikay Lindstrom
Safety Committee:	Marikay Lindstrom	Julie Smith

10. MANAGERS' REPORTS: Reports highlighting airport operations since the last Board meeting were presented by General Manager, Ryan Goss.

11. COMMITTEE REPORTS: NONE

12. DIRECTOR'S COMMENTS: All directors contributed.

13. FUTURE AGENDA ITEMS: Discussion and Possible approval of a High School Work Study Program. Approved by consensus.

14. ADJOURN TO CLOSED SESSION: The Meeting adjourned to closed session at 4:28 P.M. Pursuant to Government Code Section 54956.9(d)(2)

15. RECONVENE TO OPEN SESSION: The Board reconvened to open session at 5:02 P.M.

16. REPORT FROM CLOSED SESSION: There was no reportable action.

17. NEXT MEETING DATE:

Wednesday, February 14, 2024, at 4:00 P.M. – Regular Board of Directors Meeting
Location: West Wing Board Room, Terminal

18. ADJOURNMENT: 5:04 P.M.

Steve Castillo, President
Board of Directors

Attest: _____
Patty Lopez
Board Secretary

Big Bear Airport District
Profit & Loss Budget Performance
 December 2023

	Dec 23	Jul - Dec 23	Total Budget	\$ Over/(Under) Budget	% of Budget Target: 50%
Income					
4054 · State Subsidy	\$ -	\$ -	\$ 10,000	\$ (10,000)	0%
4055 · Tax Revenues	826,715	1,155,664	1,967,900	(812,236)	59%
4056 · City Tax Revenue	-	-	113,800	(113,800)	0%
4110 · Sales-Aircraft Fuel	39,071	333,899	703,000	(369,101)	47%
4200 · Auto Parking	525	3,250	6,600	(3,350)	49%
4206 · Events Revenue	-	-	1,000	(1,000)	0%
4210 · Commercial Leases	6,610	37,208	85,200	(47,992)	44%
4220 · Ground Lease	7,122	38,800	47,700	(8,900)	81%
4230 · Hangar Rentals	34,153	211,315	437,200	(225,885)	48%
4254 · Gate Access Remote/Key Repl.	-	180	300	(120)	60%
4255 · Aircraft Oil Sales	148	1,999	2,800	(801)	71%
4256 · Aircraft Stores Sales	395	1,835	1,700	135	108%
4260 · Souvenir Sales	821	4,377	7,400	(3,023)	59%
4270 · Storage Units	488	2,958	6,900	(3,942)	43%
4280 · Tiedown Rents	706	3,916	8,300	(4,384)	47%
4290 · Tiedown Transient	90	1,145	1,800	(655)	64%
4300 · RV/Camper Storage	1,480	8,800	18,100	(9,300)	49%
4310 · Misc Revenue	107	776	-	-	-
4320 · Late Fees-Tenant Rentals	-	-	300	(300)	0%
4325 · Sales Adjustment	-	-	-	-	-
Total Income	918,431	1,806,122	3,420,000	(1,613,878)	53%
Cost of Goods Sold					
5000 · COGS- Aircraft Fuel	29,411	274,964	595,600	(320,636)	46%
5005 · COGS-Souvenirs	-	-	3,500	(3,500)	0%
5010 · COGS - Oil	-	-	1,700	(1,700)	0%
5015 · COGS - Aircraft Stores	-	-	1,200	(1,200)	0%
Total COGS	29,411	274,964	602,000	(327,036)	46%
Gross Profit	889,020	1,531,158	2,818,000	(1,288,842)	54%
Expense					
5040 · Marketing	759	89,516	74,500	(4,984)	93%
5061 · Bank Charges/Credit Card Fees	2,071	16,316	32,400	(16,084)	50%
5070 · Board Election Costs	-	-	3,800	(3,800)	0%
5090 · Contract Services	6,117	45,217	125,000	(79,783)	36%
5110 · Motorized Vehicle Fuel	1,241	10,785	26,800	(16,015)	40%
5125 · Directors' Expenses	400	5,300	14,100	(8,800)	38%
5140 · Dues & Subscriptions	1,210	10,944	13,000	(2,056)	84%
5150 · Staff Expenses	1,165	6,776	12,700	(5,924)	53%
5160 · Fees/Permits/Licenses	677	16,756	22,100	(5,344)	76%
5170 · Hazardous Waste Pickup	-	355	2,500	(2,145)	14%
5180 · Insurance-Liability Expense	-	100,211	100,500	(289)	100%
5182 · Insurance-Worker's comp	-	23,206	15,800	7,406	147%
5210 · Janitorial Supplies	491	2,940	4,800	(1,860)	61%
5215 · Manager's Expenses	50	461	2,100	(1,639)	22%
5230 · Office Operational Expense	236	2,062	6,400	(4,338)	32%
5250 · Professional Services	2,686	34,248	67,500	(33,252)	51%
5259 · AviMet DataLink AWOS Service	180	360	1,000	(640)	36%
5260 · Repair & Maintenance-AWOS	-	675	4,100	(3,425)	16%
5271 · Repair & Maintenance-Computer	-	300	6,200	(5,900)	5%
5275 · R & M - Aircraft Fuel Farm	-	4,252	8,400	(4,148)	51%

Big Bear Airport District
Profit & Loss Budget Performance
December 2023

	Dec 23	Jul - Dec 23	Total Budget	\$ Over/(Under) Budget	% of Budget Target: 50%
5280 · Repair & Maintenance-Grounds	207	6,137	35,000	(28,863)	18%
5285 · Repair & Maintenance-Hangars	362	1,080	10,000	(8,920)	11%
5290 · Repair & Maintenance-Lighting	95	2,149	6,200	(4,051)	35%
5295 · R & M - Terminal Building	65	6,104	6,200	(96)	98%
5300 · R & M - Motorized Equipment	26	20,500	25,000	(4,500)	82%
5305 · Repair & Maint Fire Extinguish	-	1,386	3,600	(2,214)	39%
5310 · Emerg Equip/Supplies	-	678	1,200	(522)	57%
5350 · CDTFA Dealer Tax	32	339	600	(261)	57%
5360 · Office Communications	721	4,432	8,500	(4,088)	52%
5373 · Tools/Small Maint Equipment	61	455	2,500	(2,045)	18%
5390 · Winter Ops Contingency	-	-	6,000	(6,000)	0%
5400 · Utilities	12,906	62,058	200,000	(137,942)	31%
6565 · Salaries	49,534	277,245	738,700	(461,455)	38%
6566 · Vacation Expense	2,292	14,013	32,300	(18,287)	43%
6567 · Sick Leave Expense	2,207	13,306	29,000	(15,694)	46%
6568 · Payroll Expenses	-	-	200	(200)	0%
6570 · FICA-Employer	-	503	2,500	(1,997)	20%
6575 · Medicare-Employer	811	4,757	9,100	(4,343)	52%
6585 · Health, Life, Dent.& Vision Ins	17,524	123,890	251,500	(127,810)	49%
6590 · 457 Contribution-ER Match	3,897	24,094	63,700	(39,606)	38%
6594 · Survivor Benefit Expense	-	-	500	(500)	0%
6595 · Pension Expense	5,078	81,345	116,200	(34,855)	70%
6596 · Pension - ER Paid for EE	949	5,943	11,100	(5,157)	54%
6597 · GASB 68 Report Fee	-	700	700	-	100%
6599 · SSA218-CalPERS Annual AdminFee.	-	-	300	(300)	0%
Total Expense	114,050	1,001,794	2,104,300	(1,102,506)	48%
Net Ordinary Income	774,970	529,364	713,700	(184,336)	74%
Other Income/Expense					
Other Income					
4330 · Investment Revenue	15,717	129,400	58,700	70,700	220%
4332 · Unrealized Gain/(Loss) on Invt	34,534	181,262	-	(662,700)	0%
4340 · Use of Terminal Reserve Funds	-	-	662,700	(662,700)	0%
Total Other Income	50,251	310,662	721,400	(410,738)	43%
Other Expense					
CIP22R2 · Temp.Modular Office Space	-	8,768	150,000	(141,232)	6%
CIP24-1 · Pavement Rehab/Crack filling	-	-	55,000	(55,000)	0%
CIP24-2 · Utility Trailer	-	-	25,000	(25,000)	0%
CIP24-3 · Hangar Door Upgrade	-	23,851	50,000	(26,149)	48%
5204 · Terminal Bldg. Design & Constr.	-	21,735	662,700	(640,965)	3%
5205 · Interest Exp-Terminal Bldg Loan	-	59,632	169,600	(109,768)	35%
5207 · Term.Bldg. Loan Debt Service	-	275,000	275,000	-	100%
Total Other Expense	-	389,186	1,387,300	(998,114)	28%
Net Other Income	50,251	(78,524)	(665,900)	587,376	12%
Net Income	\$ 825,221	\$ 450,840	\$ 47,800	\$ 403,040	

Big Bear Airport District
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
1040 · Checking Account	1,286,360
Total Checking/Savings	<u>1,286,360</u>
Accounts Receivable	
1140 · Accounts Receivable	8,365
Total Accounts Receivable	<u>8,365</u>
Other Current Assets	
1001 · Petty Cash	350
1125 · LAIF	634,463
1125.01 · LAIF - Fair Market Value	-9,551
1127 · TD Ameritrade, Inc.	13,915,735
1142 · Lease Receivable	138,108
1160 · Prepaid Medical/Life Insurance	20,868
1161 · Prepaid Insurance-Liability	4,665
1164 · Pre Paid Jet A Fuel Tax	7,125
1181 · Inventory-Souvenirs	8,925
1182 · Inventory-Fuel	90,493
1183 · Inventory - Oil	6,849
1185 · Inventory - Aircraft Stores	4,853
1499 · Undeposited Funds	666
Total Other Current Assets	<u>14,823,550</u>
Total Current Assets	<u>16,118,276</u>
Fixed Assets	
1201 · Land	3,692,512
1220 · Land Improvements	18,172,525
1240 · Structure Improvements	5,735,091
1241 · Old Terminal Building	-2,643,000
1250 · Operating Equipment	4,111,754
1270 · Accumulated Depreciation	-19,693,542
1300 · Construction in Progress	416,423
Total Fixed Assets	<u>15,077,762</u>
Other Assets	
1150 · Deferred Outflows of Resources	1,186,619
Total Other Assets	<u>1,186,619</u>
TOTAL ASSETS	<u><u>32,382,657</u></u>

Big Bear Airport District
Balance Sheet
 As of December 31, 2023

	<u>Dec 31, 23</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	26,091
2001 · Accounts Payable	<u>26,091</u>
Total Accounts Payable	
Other Current Liabilities	38,790
2123 · Accrued Vacation	38,533
2124 · Accrued Sick Leave	12,459
2200 · Sales Taxes Payable	35,699
2301 · Deposits-Tenant Security	6,290
2302 · Deposits-Gate Access	8,742
2303 · Deposits-Wait List	98,742
2320 · Prepaid Rents	<u>239,255</u>
Total Other Current Liabilities	
Total Current Liabilities	<u>265,346</u>
Long Term Liabilities	
2525 · Terminal Building Loan	7,930,942
2600 · Net Pension Liability	770,031
2620 · Net OPEB Obligation	1,871,381
2625 · Deferred Inflows of Resources	271,307
2630 · DIR - Leases	<u>132,661</u>
Total Long Term Liabilities	<u>10,976,322</u>
Total Liabilities	<u>11,241,668</u>
Equity	
3900 · Retained Earnings	20,690,153
Net Income	450,836
Total Equity	<u>21,140,989</u>
TOTAL LIABILITIES & EQUITY	<u><u>32,382,657</u></u>

Big Bear Airport District
US Bank CC Expense-Detail
December 2023

Date	Memo	Amount
US Bank		
12/13/2023	Rebate payment for Purchasing Card Program Q2	-146.58
12/20/2023	Runway lights	95.46
12/20/2023	Battery Backup	64.88
12/20/2023	Towel Dispenser Batteries	214.03
12/20/2023	Gate 8A Safety Detector	114.70
12/20/2023	First Aid Training Meal	106.00
12/20/2023	Coffee Bar	130.76
12/20/2023	Tenant Christmas Lunch	627.88
12/20/2023	Stamps	198.00
12/20/2023	Holiday Cards for Staff	8.59
12/20/2023	In-house Office Stamps	37.67
12/20/2023	IP/Zoom/NBAA	670.98
12/20/2023	Blank Keys	92.50
Total US Bank		<u>2,214.87</u>
TOTAL		<u>2,214.87</u>

Big Bear Airport District Monthly Check Report December 2023

Date	Num	Name	Memo	Amount
12/13/2023	DD2479	Abby Erickson	Direct Deposit	0.00
12/13/2023	DD2480	Ariel Valenzuela	Direct Deposit	0.00
12/13/2023	DD2481	Christopher T. Hearn	Direct Deposit	0.00
12/13/2023	DD2482	Hugo Medel-Valdes	Direct Deposit	0.00
12/13/2023	DD2483	James Ryan Goss	Direct Deposit	0.00
12/13/2023	DD2484	John M. Egerer	Direct Deposit	0.00
12/13/2023	DD2485	John R Melissa	Direct Deposit	0.00
12/13/2023	DD2486	Patricia G. Lopez	Direct Deposit	0.00
12/27/2023	DD2487	Abby Erickson	Direct Deposit	0.00
12/27/2023	DD2488	Ariel Valenzuela	Direct Deposit	0.00
12/27/2023	DD2489	Christopher T. Hearn	Direct Deposit	0.00
12/27/2023	DD2490	Hugo Medel-Valdes	Direct Deposit	0.00
12/27/2023	DD2491	James Ryan Goss	Direct Deposit	0.00
12/27/2023	DD2492	John M. Egerer	Direct Deposit	0.00
12/27/2023	DD2493	John R Melissa	Direct Deposit	0.00
12/27/2023	DD2494	Patricia G. Lopez	Direct Deposit	0.00
*** Missing numbers here ***				
12/05/2023	34040	Egerer, John	Employee appreciation-2023	-100.00
12/05/2023	34041	Erickson, Abby.	Employee appreciation-2023	-100.00
12/05/2023	34042	Hearn, Chris.	Employee appreciation-2023	-100.00
12/05/2023	34043	Lopez, Patty	Employee appreciation-2023	-100.00
12/05/2023	34044	Medel, Hugo	Employee appreciation-2023	-100.00
12/05/2023	34045	Melissa, John	Employee appreciation-2023	-100.00
12/05/2023	34046	Valenzuela, Ariel.	Employee appreciation-2023	-100.00
12/05/2023	34047	Accent Computer Solutions, Inc.	Computer Support	-3,081.05
12/05/2023	34048	Advanced Copy Systems	SB6733	-18.00
12/05/2023	34049	Big Bear City CSD.	BBAD	-1,009.09
12/05/2023	34050	Butcher's Block	101970	-158.59
12/05/2023	34051	C & D Termite & Pest Control	4452-19	-184.00
12/05/2023	34052	Castillo, Steve	Monthly reimbursement - December 2023	-100.00
12/05/2023	34053	DIY Home Center	0060-00061228	-73.14
12/05/2023	34054	Egerer, John	December 2023 cell phone	-50.00
12/05/2023	34055	Erickson, Abby.	December 2023 cell phone	-50.00
12/05/2023	34056	Geiger Supply, Inc.	BBAI	-115.14
12/05/2023	34057	Goss, Ryan	December 2023 cell phone	-50.00
12/05/2023	34058	Hearn, Chris.	December 2023 cell phone	-50.00
12/05/2023	34059	Lindstrom, Marikay.	Monthly reimbursement - December 2023	-100.00
12/05/2023	34060	Lopez, Patty	December 2023 cell phone	-50.00
12/05/2023	34061	Medel, Hugo	December 2023 cell phone	-50.00
12/05/2023	34062	Melissa, John	December 2023 cell phone	-50.00
12/05/2023	34063	Napa Auto Parts, Inc.	2285	-135.74
12/05/2023	34064	Rauch Comm.Consultants inc.	BBAD	-648.75
12/05/2023	34065	Seifert, Rick	Monthly reimbursement - December 2023	-100.00
12/05/2023	34066	Smith, Julie	Monthly reimbursement - December 2023	-100.00
12/05/2023	34067	Valenzuela, Ariel.	December 2023 cell phone	-50.00
12/12/2023	34068	Bear Valley Electric	Airport accounts	-7,547.30
12/12/2023	34069	Egerer, John	DIY Reimbursement for Batteries	-9.69
12/12/2023	34070	Frontier Communications	909-585-2900-031710-5	-97.35
12/12/2023	34071	Mountain Water Company	BBAD	-96.00
12/19/2023	34072	C & D Termite & Pest Control	4452-19	-184.00
12/19/2023	34073	Cole Huber LLP	10443	-220.00
12/19/2023	34074	De Lage Landen	345023	-118.12
12/19/2023	34075	EideBailly, LLP	258954	-1,688.19
12/19/2023	34076	Principal Financial Group	1014239-10001	-1,673.36
12/19/2023	34077	Reliance Standard	GL160580, LTD 130861	-513.86
12/19/2023	34078	RSI	KL35	-180.00
12/19/2023	34079	Sonitrol of San Bernardino	23424,237693	-1,077.30
12/19/2023	34080	Spectrum Business (Charter)	8245100840148023	-612.65
12/26/2023	34081	Big Bear Visitors Bureau	BBAD	-400.00
12/26/2023	34082	Born Avlation Products, Inc	BIGBEAR	-135.95
12/26/2023	34083	Carquest of Big Bear, Corp.	650	-25.86
12/26/2023	34084	Grainger, Inc.	816693576	-139.00
12/26/2023	34085	Shred-it, Inc.	12147987	-132.88
12/26/2023	34086	Southwest Gas	910000176035	-3,687.41
12/26/2023	34087	U.S. Postal Service	P O Box Rent 2024	-226.00
12/26/2023	34088	Southwest Gas	910003880707	-97.75

Columbia Capital Management, LLC
PORTFOLIO SUMMARY
Big Bear Airport District

December 31, 2023

Security Type	Quantity	Total Cost	Market Value	Pct. Assets	Cur. Yield	Est. Annual Income
Fixed Income						
Agency Securities	3,100,000	3,097,470.00	3,100,410.15	98.8	5.3	163,820.00
	3,100,000	3,097,470.00	3,100,410.15	98.8	5.3	163,820.00
Cash and Equiv.						
Cash and Equivalents	37,499	37,631.62	37,631.62	1.2	0.0	0.00
	37,499	37,631.62	37,631.62	1.2	0.0	0.00
TOTAL PORTFOLIO	3,137,499	3,135,101.62	3,138,041.77	100.0	5.2	163,820.00

Columbia Capital Management, LLC
FIXED INCOME PORTFOLIO
Big Bear Airport District
Income

December 31, 2023

Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value + Accr. Int.	Pct. Assets	Yield To Mat.	Duration
Agency Securities										
525,000	FEDERAL FARM CR B 5.5% ²⁴ DUE 11/21/24	100.00	525,025.00	99.96	524,793.25	3,208.33	528,001.58	16.7	5.52	0.85
500,000	FHLB 4.875% ²⁴ DUE 09/13/24	99.47	497,345.00	99.93	499,641.22	7,312.50	506,953.72	15.9	4.95	0.67
550,000	FHLB 5.1% ²⁴ DUE 02/01/24	100.00	550,025.00	99.96	549,803.59	11,687.50	561,491.09	17.5	5.24	0.09
500,000	FHLB 5.25% ²⁴ DUE 05/22/24	100.00	500,025.00	99.86	499,322.04	2,843.75	502,165.79	15.9	5.53	0.39
525,000	FHLB 5.48% ²⁴ DUE 10/18/24	100.00	525,025.00	100.45	527,340.36	5,833.92	533,174.27	16.8	4.88	0.77
500,000	FHLB 5.5% ²⁴ DUE 04/26/24	100.00	500,025.00	99.90	499,509.67	11,840.28	511,349.95	15.9	5.78	0.31
			<u>3,097,470.00</u>		<u>3,100,410.15</u>	<u>42,726.28</u>	<u>3,143,136.42</u>	<u>98.8</u>	<u>5.31</u>	<u>0.51</u>
Cash and Equivalents										
37,499	Cash	1.00	37,498.55	1.00	37,498.55		37,498.55	0.0	0.00	0.00
	SCHWAB US TREASURY MONEY INVESTOR		<u>37,631.62</u>		<u>37,631.62</u>	<u>0.00</u>	<u>37,631.62</u>	<u>1.2</u>	<u>0.00</u>	<u>0.00</u>
			<u>3,135,101.62</u>		<u>3,138,041.77</u>	<u>42,726.28</u>	<u>3,180,768.04</u>	<u>100.0</u>	<u>5.25</u>	<u>0.50</u>

Columbia Capital Management, LLC
PERFORMANCE REPORT
GROSS OF FEES
Big Bear Airport District
Income

From 11-30-23 to 12-31-23

Portfolio Value on 11-30-23	3,134,107.58
Accrued Interest	28,619.56
Contributions	0.00
Withdrawals	0.00
Realized Gains	0.00
Unrealized Gains	3,801.11
Interest	133.07
Dividends	0.00
Change in Accrued Interest	14,106.72
Portfolio Value on 12-31-23	3,138,041.77
Accrued Interest	42,726.28
Average Capital	3,162,727.14
Total Gain before Fees	18,040.90
IRR for 0.08 Years	0.57%

Columbia Capital Management, LLC
PERFORMANCE REPORT
GROSS OF FEES
Big Bear Airport District
Income

From 05-01-22 to 12-31-23

Portfolio Value on 05-01-22	0.00
Accrued Interest	0.00
Contributions	0.00
Withdrawals	0.00
Transfers In	2,999,733.00
Realized Gains	35,457.59
Unrealized Gains	2,940.15
Interest	99,911.03
Dividends	0.00
Change in Accrued Interest	42,726.28
Portfolio Value on 12-31-23	<u>3,138,041.77</u>
Accrued Interest	42,726.28
Average Capital	2,842,111.56
Total Gain before Fees	181,035.04
IRR for 1.67 Years	6.37%



California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

January 02, 2024

LAIF Home
PMIA Average Monthly
Yields

BIG BEAR AIRPORT DISTRICT

GENERAL MANAGER
P.O. BOX 755
BIG BEAR CITY, CA 92314

Tran Type Definitions

Account Number: 80-36-004

December 2023 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	640,184.54
Total Withdrawal:	0.00	Ending Balance:	640,184.54

NO.	APPORTIONMENT	COLLECTION PERIOD	APPORTIONMENT DATE	FUNDS		CHECK AMOUNT
				AUTOMATICALLY DEPOSITED		
1.	Tax Roll Revenues	7/1/23 - 11/1/23	11/8/2023	11/13/2023	\$228,862.62	
2.	Tax Roll Revenues	11/4/23 - 11/20/23	11/27/2023	11/29/2023	\$100,086.49	
3.	Homeowners' Exemption Reimbursement - 15%	7/1/23 - 11/30/23	12/6/2023	12/7/2023	\$1,653.66	
4.	Tax Roll Revenues	11/21/23 - 12/14/23	12/18/2023	12/20/2023	\$736,298.92	
5.	Tax Roll Revenues - RPTTF Distribution*	4/29/23 - 12/14/23	12/21/2023	12/27/2023	\$88,762.15	
6.	Tax Roll Revenues					
7.	Homeowners' Exemption Reimbursement - 35%					
8.	Tax Roll Revenues - Including VLF**					
9.	Tax Roll Revenues - Including Unitary					
10.	Tax Roll Revenues					
11.	Tax Roll Revenues					
12.	Tax Roll Revenues					
13.	Tax Roll Revenues					
14.	Homeowners' Exemption Reimbursement - 35%					
15.	Tax Roll Revenues - Including VLF and Unitary					
16.	Tax Roll Revenues - RPTTF Distribution*					
17.	Homeowners' Exemption Reimbursement - 15%					
18.	Tax Sales Excess Proceeds					
19.	Tax Roll Revenues					
20.	FY 2023-2024 Year-End Reconciliation					
21.	FY 2023-2024 Teeter Plan Adjustment					
	* Redevelopment Property Tax Trust Fund					
				Total	\$1,155,663.84	

Big Bear Airport District
Profit & Loss Budget Performance
 January 2024

	Jan 24	Jul 23 - Jan 24	Total Budget	\$ Over/(Under) Budget	% of Budget Target: 58%
Income					
4054 · State Subsidy	\$ -	\$ -	\$ 10,000.00	\$ (10,000.00)	0%
4065 · Tax Revenues	32,618	1,188,282	1,987,900	(779,618)	60%
4056 · City Tax Revenue	-	-	113,800	(113,800)	0%
4110 · Sales-Aircraft Fuel	34,682	368,580	703,000	(334,420)	52%
4200 · Auto Parking	525	3,775	6,600	(2,825)	57%
4206 · Events Revenue	-	-	1,000	(1,000)	0%
4210 · Commercial Leases	6,177	43,384	85,200	(41,816)	51%
4220 · Ground Lease	6,422	45,222	47,700	(2,478)	95%
4230 · Hangar Rentals	34,010	245,265	437,200	(191,935)	58%
4254 · Gate Access Remote/Key Repl.	40	220	300	(80)	73%
4255 · Aircraft Oil Sales	235	2,234	2,800	(566)	80%
4256 · Aircraft Stores Sales	1,172	3,007	1,700	1,307	177%
4260 · Souvenir Sales	717	5,094	7,400	(2,306)	69%
4270 · Storage Units	488	3,446	6,900	(3,454)	50%
4280 · Tiedown Rents	666	4,582	8,300	(3,718)	55%
4290 · Tiedown Transient	125	1,270	1,800	(530)	71%
4300 · RV/Camper Storage	1,480	10,280	18,100	(7,820)	57%
4310 · Misc Revenue	98	874			
4320 · Late Fees-Tenant Rentals	-	-	300	(300)	0%
4325 · Sales Adjustment	-	-			
Total Income	119,455	1,925,515	3,420,000	(1,494,485)	58%
Cost of Goods Sold					
5000 · COGS- Aircraft Fuel	25,347	300,310	595,600	(295,290)	50%
5005 · COGS-Souvenirs	-	-	3,500	(3,500)	0%
5010 · COGS - Oil	-	-	1,700	(1,700)	0%
5015 · COGS - Aircraft Stores	-	-	1,200	(1,200)	0%
Total COGS	25,347	300,310	602,000	(301,690)	50%
Gross Profit	94,108	1,625,205	2,818,000	(1,192,795)	58%
Expense					
5040 · Marketing	787	70,302	74,500	(4,198)	94%
5061 · Bank Charges/Credit Card Fees	2,125	18,441	32,400	(13,959)	57%
5070 · Board Election Costs	-	-	3,800	(3,800)	0%
5090 · Contract Services	3,980	49,197	125,000	(75,803)	39%
5110 · Motorized Vehicle Fuel	-	10,785	26,800	(16,015)	40%
5125 · Directors' Expenses	1,800	7,100	14,100	(7,000)	50%
5140 · Dues & Subscriptions	1,775	12,719	13,000	(281)	98%
5160 · Staff Expenses	622	7,398	12,700	(5,302)	58%
5160 · Fees/Permits/Licenses	677	17,433	22,100	(4,667)	79%
5170 · Hazardous Waste Pickup	-	355	2,500	(2,145)	14%
5180 · Insurance-Liability Expense	10,215	110,426	100,500	9,926	110%
5182 · Insurance-Worker's comp	-	23,206	15,800	7,406	147%
5210 · Janitorial Supplies	471	3,411	4,800	(1,389)	71%
5215 · Manager's Expenses	50	511	2,100	(1,589)	24%
5230 · Office Operational Expense	367	2,428	6,400	(3,972)	38%
5250 · Professional Services	9,457	45,979	67,500	(21,521)	68%
5259 · AviMet DataLink AWOS Service	-	380	1,000	(640)	38%
5260 · Repair & Maintenance-AWOS	575	1,250	4,100	(2,850)	30%

Big Bear Airport District
Profit & Loss Budget Performance
 January 2024

	Jan 24	Jul 23 - Jan 24	Total Budget	\$ Over/(Under) Budget	% of Budget Target: 58%
5271 · Repair & Maintenance-Computer	-	300	6,200	(5,900)	5%
5275 · R & M - Aircraft Fuel Farm	-	4,252	8,400	(4,148)	51%
5280 · Repair & Maintenance-Grounds	9,170	15,307	35,000	(19,893)	44%
5285 · Repair & Maintenance-Hangars	5,643	6,723	10,000	(3,277)	67%
5290 · Repair & Maintenance-Lighting	-	2,149	6,200	(4,051)	35%
5295 · R & M - Terminal Building	-	6,104	6,200	(96)	98%
5300 · R & M - Motorized Equipment	3,447	23,947	25,000	(1,053)	96%
5305 · Repair & Maint Fire Extinguish	-	1,386	3,600	(2,214)	39%
5310 · Emerg Equip/Supplies	-	678	1,200	(522)	57%
5350 · CDTF A Dealer Tax	42	381	600	(219)	64%
5360 · Office Communications	722	5,153	8,500	(3,347)	61%
5373 · Tools/Small Maint Equipment	-	455	2,500	(2,045)	18%
5390 · Winter Ops Contingency	-	-	8,000	(8,000)	0%
5400 · Utilities	16,567	78,645	200,000	(121,355)	39%
6565 · Salaries	53,527	330,772	739,700	(407,928)	45%
6566 · Vacation Expense	2,357	16,371	32,300	(15,929)	51%
6567 · Sick Leave Expense	2,218	15,524	29,000	(13,476)	54%
6568 · Payroll Expenses	-	-	200	(200)	0%
6570 · FICA-Employer	87	580	2,500	(1,910)	24%
6575 · Medicare-Employer	851	5,607	9,100	(3,493)	62%
6585 · Health, Life, Dent. & Vision Ins	23,147	147,038	251,500	(104,462)	58%
6590 · 457 Contribution-ER Match	1,846	25,940	63,700	(37,760)	41%
6594 · Survivor Benefit Expense	-	-	500	(500)	0%
6595 · Pension Expense	5,098	86,444	116,200	(29,756)	74%
6596 · Pension - ER Paid for EE	949	6,892	11,100	(4,208)	62%
6597 · GASB 68 Report Fee	-	700	700	-	100%
6599 · SSA218-CalPERS Annual AdminFee.	-	-	300	(300)	0%
Total Expense	158,592	1,162,659	2,104,300	(941,641)	55%
Net Ordinary Income	(64,484)	482,546	713,700	(251,154)	65%
Other Income/Expense					
Other Income					
4330 · Investment Revenue	16,608	146,007	58,700	87,307	249%
4332 · Unrealized Gain/(Loss) on Invmt	31,782	213,044	-	-	-
4340 · Use of Terminal Reserve Funds	-	-	662,700	(662,700)	0%
Total Other Income	48,390	359,051	721,400	(362,349)	50%
Other Expense					
CIP22R2 · Temp.Modular Office Space	-	8,768	150,000	(141,232)	6%
CIP24-1 · Pavement Rehab/Crack filling	-	-	55,000	(55,000)	0%
CIP24-2 · Utility Trailer	-	-	25,000	(25,000)	0%
CIP24-3 · Hangar Door Upgrade	192	24,043	50,000	(25,967)	48%
5204 · Terminal Bldg. Design & Constr.	-	21,735	662,700	(640,965)	3%
5205 · Interest Exp-Terminal Bldg Loan	113,770	173,801	169,600	4,001	102%
5207 · Term.Bldg. Loan Debt Service	-	275,000	275,000	-	100%
Total Other Expense	113,962	503,147	1,397,300	(884,153)	36%
Net Other Income	(65,572)	(144,096)	(665,900)	521,804	22%
Net Income	\$ (130,058.00)	\$ 318,450.00	\$ 47,800.00	\$ 270,650.00	

Big Bear Airport District
Balance Sheet
As of January 31, 2024

	Jan 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1040 · Checking Account	1,099,815
Total Checking/Savings	1,099,815
Accounts Receivable	
1140 · Accounts Receivable	8,105
Total Accounts Receivable	8,105
Other Current Assets	
1001 · Petty Cash	350
1125 · LAIF	634,463
1125.01 · LAIF - Fair Market Value	-9,551
1127 · TD Ameritrade, Inc.	13,964,125
1142 · Lease Receivable	138,108
1160 · Prepaid Medical/Life Insurance	22,374
1161 · Prepaid Insurance-Liability	4,685
1164 · Pre Paid Jet A Fuel Tax	7,125
1181 · Inventory-Souvenirs	10,283
1182 · Inventory-Fuel	66,097
1183 · Inventory - Oil	6,849
1185 · Inventory - Aircraft Stores	5,342
1499 · Undeposited Funds	2,925
Total Other Current Assets	14,853,156
Total Current Assets	15,961,076
Fixed Assets	
1201 · Land	3,692,512
1220 · Land Improvements	18,172,525
1240 · Structure Improvements	5,735,091
1241 · Old Terminal Building	2,643,000
1250 · Operating Equipment	4,111,754
1270 · Accumulated Depreciation	-19,693,542
1300 · Construction in Progress	416,423
Total Fixed Assets	15,077,762
Other Assets	
1150 · Deferred Outflows of Resources	1,186,619
Total Other Assets	1,186,619
TOTAL ASSETS	32,225,457

Big Bear Airport District
Balance Sheet
As of January 31, 2024

	Jan 31, 24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	18,340
2001 · Accounts Payable	18,340
Total Accounts Payable	18,340
Other Current Liabilities	40,255
2123 · Accrued Vacation	39,982
2124 · Accrued Sick Leave	8,261
2200 · Sales Taxes Payable	35,837
2301 · Deposits-Tenant Security	6,290
2302 · Deposits-Gate Access	8,972
2303 · Deposits-Wait List	82,599
2320 · Prepaid Rents	222,196
Total Other Current Liabilities	240,536
Total Current Liabilities	240,536
Long Term Liabilities	7,930,942
2525 · Terminal Building Loan	770,031
2600 · Net Pension Liability	1,871,381
2620 · Net OPEB Obligation	271,307
2625 · Deferred Inflows of Resources	132,661
2630 · DIR - Leases	10,976,322
Total Long Term Liabilities	11,216,858
Total Liabilities	11,216,858
Equity	20,690,153
3900 · Retained Earnings	318,447
Net Income	21,008,600
Total Equity	32,225,457
TOTAL LIABILITIES & EQUITY	32,225,457

Big Bear Airport District
US Bank CC Expense-Detail
January 2024

<u>Date</u>	<u>Memo</u>	<u>Amount</u>
US Bank		
01/22/2024	Tires, alignment Ford 250	742.67
01/22/2024	Nitrile Gloves	34.48
01/22/2024	Checks, Card Stock	356.68
01/22/2024	Coffee Bar	181.63
01/22/2024	1099's Service Fee	53.68
01/22/2024	Certified Mail	9.97
01/22/2024	AAAE, Zoom, IP Video, Adobe, Intuit	1,774.86
Total US Bank		<u>3,153.97</u>
TOTAL		<u>3,153.97</u>

Big Bear Airport District
Monthly Check Report
 January 2024

Date	Num	Name	Memo	Amount
01/22/2024	ACH 1/22/24	CDTFA (State BOE) 097-497493	Sales & Use Tax 2023	-5,229.00
*** Missing numbers here ***				
01/10/2024	DD2495	Abby Erickson	Direct Deposit	0.00
01/10/2024	DD2496	Ariel Valenzuela	Direct Deposit	0.00
01/10/2024	DD2497	Christopher T. Hearn	Direct Deposit	0.00
01/10/2024	DD2498	Hugo Medel-Valdes	Direct Deposit	0.00
01/10/2024	DD2499	James Ryan Goss	Direct Deposit	0.00
01/10/2024	DD2500	John M. Egerer	Direct Deposit	0.00
01/10/2024	DD2501	John R Melissa	Direct Deposit	0.00
01/10/2024	DD2502	Patricia G. Lopez	Direct Deposit	0.00
01/12/2024	DD2503	Charles Hicks (Board)	Direct Deposit	0.00
01/12/2024	DD2504	Richard W Seifert	Direct Deposit	0.00
01/12/2024	DD2505	Steve J Castillo	Direct Deposit	0.00
01/24/2024	DD2506	Abby Erickson	Direct Deposit	0.00
01/24/2024	DD2507	Ariel Valenzuela	Direct Deposit	0.00
01/24/2024	DD2508	Christopher T. Hearn	Direct Deposit	0.00
01/24/2024	DD2509	Hugo Medel-Valdes	Direct Deposit	0.00
01/24/2024	DD2510	James Ryan Goss	Direct Deposit	0.00
01/24/2024	DD2511	John M. Egerer	Direct Deposit	0.00
01/24/2024	DD2512	John R Melissa	Direct Deposit	0.00
01/24/2024	DD2513	Patricia G. Lopez	Direct Deposit	0.00
*** Missing numbers here ***				
01/02/2024	34089	Accent Computer Solutions, Inc.	Computer Support	-3,081.05
01/02/2024	34090	Big Bear City CSD.	BBAD	-1,009.09
01/02/2024	34091	Butcher's Block	101970	-73.52
01/02/2024	34092	Castillo, Steve	Monthly reimbursement - January 2024	-100.00
01/02/2024	34093	Chem-Pak, Inc.	B1017	-276.83
01/02/2024	34094	DIY Home Center	0060-00061228	-178.31
01/02/2024	34095	Egerer, John	January 2024 cell phone	-50.00
01/02/2024	34096	Erickson, Abby.	January 2024 cell phone	-50.00
01/02/2024	34097	Flyers Energy LLC	3685	-1,241.39
01/02/2024	34098	Geiger Supply, Inc.	BBAI	-160.86
01/02/2024	34099	Goss, Ryan	January 2024 cell phone	-50.00
01/02/2024	34100	Hearn, Chris.	January 2024 cell phone	-50.00
01/02/2024	34101	Lindstrom, Marikay.	Monthly reimbursement - January 2024	-100.00
01/02/2024	34102	Lopez, Patty	January 2024 cell phone	-50.00
01/02/2024	34103	Medel, Hugo	January 2024 cell phone	-50.00
01/02/2024	34104	Melissa, John	January 2024 cell phone	-50.00
01/02/2024	34105	Mountain Water Company	BBAD	-80.00
01/02/2024	34106	Seifert, Rick	Monthly reimbursement - January 2024	-100.00
01/02/2024	34107	Smith, Julie	Monthly reimbursement - January 2024	-100.00
01/02/2024	34108	Valenzuela, Ariel.	January 2024 cell phone	-50.00
01/02/2024	34109	Singer, Frank - TD-9N	TD-9N	-248.00
01/10/2024	34110	Advanced Copy Systems	SB6733	-68.28
01/10/2024	34111	Bear Valley Electric	Airport accounts	-8,111.46
01/10/2024	34112	Civil Air Patrol Magazine	BBAD	-605.00
01/10/2024	34113	First Foundation Bank	60320100	-113,769.50
01/10/2024	34114	Frontier Communications	909-585-2900-031710-5	-108.79
01/10/2024	34115	Leoco Fence Company, Inc.	BBAD	-8,915.00
01/12/2024	34116	Julia Smith		-273.75
01/12/2024	34117	Marikay Lindstrom		-273.75
01/16/2024	34118	Alrcraft Spruce & Specialty Co.	580695	-488.55
01/16/2024	34119	De Lage Landen	345023	-118.12
*** Missing numbers here ***				
01/16/2024	34121	Sonitrol of San Bernardino	23424,237693	-327.12
01/16/2024	34122	Univar Solutions USA, Inc.	BBAD	-951.42
01/24/2024	34123	Bad Bear Sportswear	BBAD	-1,629.75
01/24/2024	34124	Big Bear City CSD.	BBAD	-473.40
01/24/2024	34125	C & D Termite & Pest Control	4452-19	-184.00
01/24/2024	34126	Chem-Pak, Inc.	B1017	-429.71
01/24/2024	34127	EideBailly, LLP	258954	-312.75
01/24/2024	34128	Grainger, Inc.	816693576	-2,815.28
01/24/2024	34129	M & M Mechanical/BB Sheet Me...	BBAD	-5,279.75
01/24/2024	34130	Mead & Hunt	R3228400	-6,488.50
01/24/2024	34131	Principal Financial Group	1014239-10001	-1,702.29
01/24/2024	34132	Reliance Standard	GL160580, LTD 130861	-457.36
01/24/2024	34133	SDRMA	7114	-10,215.12

Big Bear Airport District Monthly Check Report January 2024

Date	Num	Name	Memo	Amount
01/24/2024	34134	Shred-it, Inc.	12147987	-130.91
01/24/2024	34135	Spectrum Business (Charter)	8245100840148023	-612.65
01/24/2024	34136	Mead & Hunt	R3228400	-2,660.00
01/24/2024	34137	Mead & Hunt	R3228400	-2,465.50
01/24/2024	34138	Perry Machining & Hydraulics	BBAD	-2,570.00
01/30/2024	34139	Avcom Company	BBAD	-575.00
01/30/2024	34140	Big Bear City CSD.	BBAD	-1,009.09
01/30/2024	34141	Butcher's Block	101970	-490.62
01/30/2024	34142	Carquest of Big Bear, Corp.	650	-102.55
01/30/2024	34143	Cole Huber LLP	10443	-700.00
01/30/2024	34144	Columbia Capital Management, ...	Investment Mgmt. Services (Oct-Dec)	-4,967.62
01/30/2024	34145	Geiger Supply, Inc.	BBAI	-226.66
01/30/2024	34146	Southwest Gas	910000176035	-2,948.98
01/30/2024	34147	Big Bear City CSD.	BBAD	-555.16
01/30/2024	34148	YA Engineering Services, LLC	ES-20230570-02	-1,128.89

Columbia Capital Management, LLC
PORTFOLIO SUMMARY
Big Bear Airport District
Income

January 31, 2024

Security Type	Quantity	Total Cost	Market Value	Pct. Assets	Cur. Yield	Est. Annual Income
Fixed Income						
Agency Securities	2,600,000	2,597,445.00	2,600,860.77	82.5	4.1	136,320.00
	2,600,000	2,597,445.00	2,600,860.77	82.5	4.1	136,320.00
Cash and Equiv.						
Cash and Equivalents	37,499	551,484.77	551,484.77	17.5	0.0	0.00
	37,499	551,484.77	551,484.77	17.5	0.0	0.00
TOTAL PORTFOLIO	2,637,499	3,148,929.77	3,152,345.54	100.0	3.4	136,320.00

Columbia Capital Management, LLC
FIXED INCOME PORTFOLIO
Big Bear Airport District
Income

January 31, 2024

Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Market Value + Accr. Int.	Pct. Assets	Yield To Mat.	Duration
Agency Securities										
525,000	FEDERAL FARM CR B 5.5% ²⁴ DUE 11/21/24	100.00	525,025.00	99.96	524,802.03	5,614.58	530,416.61	16.6	5.52	0.77
	5.500% Due 11-21-24									
500,000	FHLB 4.875% ²⁴ DUE 09/13/24	99.47	497,345.00	99.86	499,289.24	9,343.75	508,632.99	15.8	5.08	0.59
	4.875% Due 09-13-24									
550,000	FHLB 5.1% DUE 02/01/24	100.00	550,025.00	100.00	550,000.00	14,025.00	564,025.00	17.4	0.00	0.00
	5.100% Due 02-01-24									
500,000	FHLB 5.25% ²⁴ DUE 05/22/24	100.00	500,025.00	99.90	499,498.33	5,031.25	504,529.58	15.8	5.48	0.31
	5.250% Due 05-22-24									
525,000	FHLB 5.48% ²⁴ DUE 10/18/24	100.00	525,025.00	100.43	527,271.17	8,231.42	535,502.59	16.7	4.83	0.69
	5.480% Due 10-18-24									
Cash and Equivalents			2,597,445.00		2,600,860.77	42,246.00	2,643,106.77	82.5	4.12	0.47
Cash			551,484.77		551,484.77	0.00	551,484.77	17.5	0.00	0.00
37,499	SCHWAB US TREASURY MONEY INVESTOR	1.00	37,498.55	1.00	37,498.55		37,498.55	1.2		0.00
			3,148,929.77		3,152,345.54	42,246.00	3,194,591.54	100.0	3.40	0.39

Columbia Capital Management, LLC
PERFORMANCE REPORT
GROSS OF FEES
Big Bear Airport District
Income

From 12-31-23 to 01-31-24

Portfolio Value on 12-31-23	3,138,041.77
Accrued Interest	42,726.28
Contributions	0.00
Withdrawals	0.00
Realized Gains	490.32
Unrealized Gains	-39.70
Interest	13,853.15
Dividends	0.00
Change in Accrued Interest	-480.28
Portfolio Value on 01-31-24	<u>3,152,345.54</u>
Accrued Interest	42,246.00
Average Capital	3,180,768.04
Total Gain before Fees	13,823.50
IRR for 0.08 Years	0.43%

Columbia Capital Management, LLC
PERFORMANCE REPORT
GROSS OF FEES
Big Bear Airport District

Income
 From 05-01-22 to 01-31-24

Portfolio Value on 05-01-22	0.00
Accrued Interest	0.00
Contributions	0.00
Withdrawals	0.00
Transfers In	2,999,733.00
Realized Gains	35,432.59
Unrealized Gains	3,415.77
Interest	113,764.18
Dividends	0.00
Change in Accrued Interest	42,246.00
Portfolio Value on 01-31-24	3,152,345.54
Accrued Interest	42,246.00
Average Capital	2,849,746.35
Total Gain before Fees	194,858.54
IRR for 1.75 Years	6.84%

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

February 07, 2024

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

BIG BEAR AIRPORT DISTRICT

GENERAL MANAGER
 P.O. BOX 755
 BIG BEAR CITY, CA 92314

Tran Type Definitions

Account Number: 80-36-004

January 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
1/12/2024	1/11/2024	QRD	1746087	N/A	SYSTEM	6,431.39

Account Summary

Total Deposit:	6,431.39	Beginning Balance:	640,184.54
Total Withdrawal:	0.00	Ending Balance:	646,615.93

NO.	APPORTIONMENT	COLLECTION PERIOD	APPORTIONMENT DATE	FUNDS		CHECK AMOUNT
				AUTOMATICALLY DEPOSITED		
1.	Tax Roll Revenues	7/1/23 - 11/1/23	11/8/2023	11/13/2023		\$228,862.62
2.	Tax Roll Revenues	11/4/23 - 11/20/23	11/27/2023	11/29/2023		\$100,086.49
3.	Homeowners' Exemption Reimbursement - 15%	7/1/23 - 11/30/23	12/6/2023	12/7/2023		\$1,653.66
4.	Tax Roll Revenues	11/21/23 - 12/14/23	12/18/2023	12/20/2023		\$736,298.92
5.	Tax Roll Revenues - RPTTF Distribution*	4/29/23 - 12/14/23	12/21/2023	12/27/2023		\$88,762.15
6.	Tax Roll Revenues	12/15/23 - 1/5/24	1/9/2024	1/11/2024		\$23,207.85
7.	Homeowners' Exemption Reimbursement - 35%	12/1/23 - 12/31/23	1/11/2024	1/16/2024		\$3,858.51
8.	Tax Roll Revenues - Including VLF**	1/9/24 - 1/12/24	1/17/2024	1/19/2024		\$5,551.70
9.	Tax Roll Revenues - Including Unitary					
10.	Tax Roll Revenues					
11.	Tax Roll Revenues					
12.	Tax Roll Revenues					
13.	Tax Roll Revenues					
14.	Homeowners' Exemption Reimbursement - 35%					
15.	Tax Roll Revenues - Including VLF and Unitary					
16.	Tax Roll Revenues - RPTTF Distribution*					
17.	Homeowners' Exemption Reimbursement - 15%					
18.	Tax Sales Excess Proceeds					
19.	Tax Roll Revenues					
20.	FY 2023-2024 Year-End Reconciliation					
21.	FY 2023-2024 Teeter Plan Adjustment					
	* Redevelopment Property Tax Trust Fund				Total	\$1,188,281.90

Agenda Report



Date: March 13, 2024
To: Board of Directors
From: Ryan Goss, General Manager
Subject: **Discussion and Possible Approval of UPSIDE Innovations quote. ADA Ramps and Stairs for the Temporary Building**

Background:

- The airport received the permit for the temporary buildings on February 6, 2024. This now allows the airport to move forward with completion of the building, including ADA ramps and stairs. We currently are only providing one bid due to the submittal process to the County. The County approved our plans that included UPSIDE Innovations to supply the decking, ramps, and stairs.

FY 23-24 the board approved \$150,000 for maintenance and work for the temporary building. Currently to date we have spent \$8,768.42, mostly on permitting and design. If the Board of Directors approves this expenditure, we will have \$87,416.58 remaining in this account for future work to be completed.

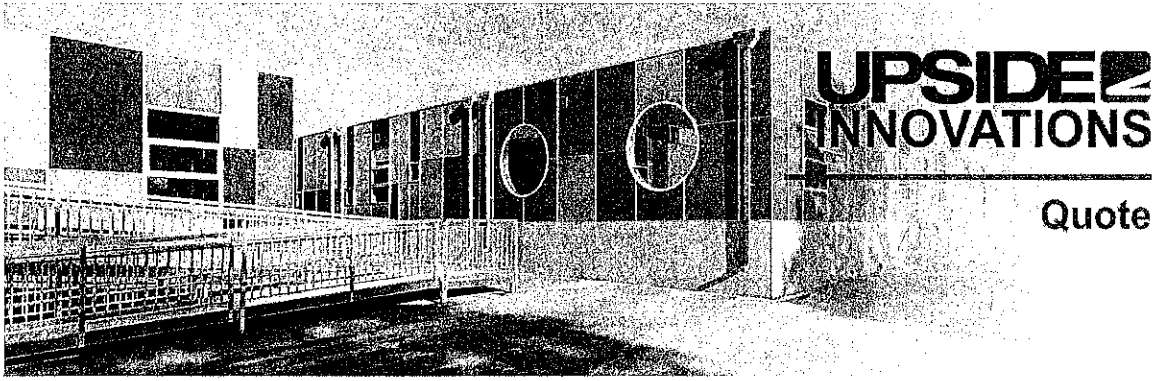
Maintenance staff will be installing the decking, ramps, and stairs to save an additional cost of \$17,000.

Financial Impact:

- The cost of decking, ramps, stairs, and delivery does not exceed \$53,815.00.

Recommendation:

- Board of Directors to review and approve the quote from UPSIDE innovations as presented.



Quote

Revised 02-07-2024 / Big Bear Airport / Ramp, Decks, Steps

Prepared for:
Big Bear Airport
Ryan Goss
501 Valley Blvd
Big Bear, CA 92314
909-239-5273

Project Information:
501 Valley Blvd
Big Bear, CA 92314

Account Manager:
Rick Hofer
Access Solutions Advisor
Cell: 602-402-8371
Email: rhofer@upsideinnovations.com

Thank you for choosing Upside Innovations for your access solutions need, it was a pleasure preparing this quote for you. Upside Innovations is committed to creating the highest quality products for our customers. Our team pays attention to every last detail so you don't have to.

You can click on the links below in our Frequently Asked Questions section for further information on our company, or you can always contact me directly with those questions. We look forward to working with you on this project.

Best regards

Rick Hofer

Frequently Asked Questions

- Why Upside
- Compliance Guideline
- How to measure for your ramp
- Aluminum vs. wood

- Shipping process
- Installation instructions
- Payment policy
- Credit application

Account Manager:
 Rick Hofer
 Access Solutions Advisor
 Cell: 602-402-8371
 Email: rhofer@upsideinnovations.com

UPSIDE

Quote

24-01-402-B

Quote information
 Freight Terms: Delivered
 Expiration Date: 2/24/2024
 Payment Terms: Net 30

Prepared for:
 Big Bear Airport
 Ryan Goss
 501 Valley Blvd
 Big Bear, CA 92314

Project information:
 501 Valley Blvd
 Big Bear, CA 92314

Qty	Description	Unit Price	Line Total
1	Eastside / (1) 6' x 30' / 6' x 18' / 6' x 24' Aluminum Decks w/ Guardrails / 5'4" x 6' Ramp Entrance Deck / 24' Long Straight Ramp / Includes ABS Pads & Hardware	\$30,910.00	\$30,910.00
1	Northside / 8' x 8' Door Platform / 24' Long ADA/IBC Straight Ramp / Includes ABS Pads & Hardware	\$8,130.00	\$8,130.00
1	Northside / 6' x 6' Door Platform w/ 30" ADA Step Riser / Includes ABS Pads & Hardware	\$2,570.00	\$2,570.00
1	Southside / 6' x 6' Door Platform w/ 30" ADA Step Riser / Includes ABS Pads & Hardware	\$2,570.00	\$2,570.00
1	Full Load Freight	\$6,135.00	\$6,135.00
1	PE Stamped Drawings	\$3,500.00	\$3,500.00
		Total	\$53,815.00

Ordering Information

Terms & conditions
 Credit application
 AcceptQuote and place order



MADE IN THE USA: A PROMISE OF QUALITY AND AMERICAN PRIDE

THE ESSENCE OF AMERICAN MANUFACTURING

In every product manufactured by SixAxis lies the spirit of American ingenuity and craftsmanship. For us, "Made in the USA" is more than just a label; it's a commitment to excellence, national pride, and job security for American workers. This designation is not just about where our products are made; it's about quality and the values they represent. Studies show that 70% of Americans prefer American-made products, recognizing the inherent promise of quality and reliability they bring.



Strict Adherence to Standards

Our adherence to the "Made in the USA" label is guided by the definition as stated by the Federal Trade Commission (FTC) which states that, "... all or virtually all significant parts, processing and labor that go into the product must be of U.S. origin." We take pride in ensuring that products from our SixAxis family of brands including ErectaStep, SafeRack, and Upside meet these standards, reflecting our commitment to American quality and workmanship.

Advantages of Home-Grown Manufacturing

Products manufactured in the USA assure adherence to American quality and regulatory benchmarks. These encompass more sustainable production methods and stringent health and safety standards for products, making them a conscientious and responsible choice for customers. Purchasing products made in the USA upholds the welfare of American laborers, safe work environments, and stringent regulations against child labor. Jobs shipped overseas rarely make their way back to the States. By choosing products made in America, you contribute to the vitality and expansion of our economy.

Manufacturing within the United States also offers unparalleled control over our supply chain. This control translates to numerous benefits: no worries about trans-ocean shipping costs, currency fluctuations, tariffs, or complex international trade agreements. The efficiency of procuring

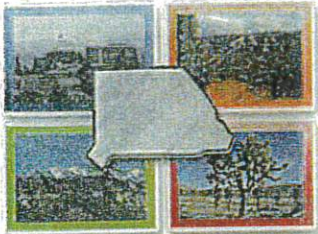
materials domestically means we don't need to maintain large inventories, allowing us to be more agile and responsive to customer needs. This approach, which applies to all our products, ensures faster delivery and fulfillment, enhancing our operational nimbleness and customer satisfaction.

A United Pledge Across Our Brands

At SixAxis, we stand united under the "Made in the USA" banner. This unifying promise signifies more than just the origin of manufacture; it represents our dedication to creating safe, efficient work environments with products that are crafted with American pride. We ensure that our SafeRack, ErectaStep, and Upside employees, and those of our customers, benefit from the safest, most productive, and compliant work environments.

Choosing SixAxis: Choosing American Excellence

With SixAxis, you're choosing more than a product; you're choosing a legacy of American quality, innovation, and a commitment to excellence. Join us in embracing a future where American manufacturing leads the way in creating safer, more efficient, and successful workplaces around the world.



LAFCO

Local Agency
Formation Commission
for San Bernardino County

1170 West 3rd Street, Unit 350
San Bernardino, CA 92415 (492)
909 383 0400 | Fax 909 383 0451
lafco@lafco.sbcocality.gov
www.lafco.ca.gov

COMMISSIONERS

JCE BACA Jr.
Board of Supervisors

JIM BASLEY
Public Member

DR. KIMBERLY COX
Special District

PHIL DUFFER
City Member

STEVEN FARRELL, Vice Chair
Special District

CURT HAGMAN
Board of Supervisors

AQUANETTA WARRICK, Chair
City Member

ALTERNATES

RICK DENISON
City Member

JIM HARVEY
Public Member

KEVIN KENLEY
Special District

DAWN ROVE
Board of Supervisors

EXECUTIVE OFFICER

SAMUEL MARTINEZ

LEGAL COUNSEL

PAULA DE SOUSA

SENT VIA U.S. MAIL AND E-MAIL

February 23, 2024

**TO: Presidents of the Boards of Directors of the
Independent Special Districts in San Bernardino
County**

SUBJECT: Special Districts Selection Committee

This letter officially opens the nomination period for the position of Regular Special District member on the Local Agency Formation Commission (LAFCO) for San Bernardino County. The regular voting member position is currently held by Kimberly Cox from Mojave Water Agency, whose term of office is scheduled to expire May 6, 2024 pursuant to the provisions of Government Code Section 56334. Dr. Cox has indicated her intention to run for the position again.

The nomination period for this position will open on Monday, February 26, 2024, and end at 5:00 p.m. on Thursday, March 28, 2024.

Per LAFCO's procedures, the signed original nomination form:

- Requires a board vote, with the name of each voting Board Member outlined, and certifying signature with date.
- Must be received in the LAFCO office by 5:00 p.m. on **March 28, 2024**, via mail, fax, or email scan.

If a copy of the nomination form is provided by fax or email by the March 28 deadline, LAFCO must receive the original signed copy by 5:00 p.m. on **April 4, 2024**, or the nomination will be declared invalid.

Enclosed with this letter is a sample nomination form for the position outlining the date of the action and District Board vote. Nominations submitted without a date will be returned to the District and will need to be re-submitted within the nomination period in order to be considered valid. If only a single candidate is nominated for the position, pursuant to the provision of Government Code Section 56332(f)(2), that candidate shall be deemed selected with no further vote required.

At the end of the nomination period, LAFCO staff will prepare and send, by certified mail, to each independent special district a ballot with the candidates nominated and the voting instructions.

A long-standing policy of the Selection Committee is to encourage balanced geographic representation with valley, desert and mountain districts seated on the Commission as voting or alternate members [Policy 2 of Section VI (Special Districts) of LAFCO Policy and Procedure Manual]. The position up for nomination is currently represented by the desert area.

Please let me know if you have any questions concerning the nomination process. You may contact me at the address listed above, by email at smartinez@lafco.sbcounty.gov, or by phone at (909) 388-0480.

Sincerely,



SAMUEL MARTINEZ
Executive Officer

SM/as

Enclosure: Regular Member Nomination Form

**NOMINATION FOR
REGULAR SPECIAL DISTRICT MEMBER
OF THE
LOCAL AGENCY FORMATION COMMISSION**

The _____
(Name of District)

hereby nominates the following person for the position on the Local Agency
Formation Commission

_____ REGULAR SPECIAL DISTRICT MEMBER
(Name of Nominee)

I, _____, do hereby certify that at a
(Name of President or Designee of District)

scheduled meeting of _____, the Board of Directors voted to
nominate the above-identified candidate for the Regular Special District Member
of the Local Agency Formation Commission of San Bernardino County, by the
following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

District President/Authorized Board Member

Dated: _____

Attach – Letter of Interest or Resume of Nominee

Agenda Report



Date: February 14, 2024, March 13, 2024

To: Board of Directors

Prepared By: Ryan Goss CM, General Manager

- On February 06, 2024, the airport obtained the permit to construct the temporary building. This process began in December 2021. Once the buildings were relocated to the airport, we had to have the Department of Community and Housing development approve the buildings to be placed in California. We had to complete the process with HCD before the County would begin working with us. We had to register the buildings with the State, receive insignias that would be permanently attached to each building. This insignia allows this building to be occupied within California. We then had to register and title each modular building, (like a car).

Then the process began with San Bernardino County to obtain the permit that will allow us to finish the building to receive a certificate to occupy for the building. This included a full set of engineered drawings, elevation certificate and meet the requirements of FEMA. Now that we have the permit, this will allow us to get utilities, ramps and decking and finish the interior.

- The Terminal building is moving along slowly. There are a few corrections that Knight Building Systems are working on, then resubmitting those corrections back to the County.
- We have had a significant amount of snow over the last two weeks. The maintenance crew has done an amazing job clearing the snow.
- On January 23, 2024, we sent out a letter to the remaining four terminal building tenants. This letter was another update in the process of the terminal building construction.
- San Bernardino County Department of Public Works are moving along with their project on Bluewater Dr. that will include the drainage area that is along the southwest ramp area. The current project is slated to begin in spring when the

Agenda Report

County will be cleaning out the drainage areas and installing a concrete drainage channel to allow the water to flow better and be able to clean it out easier. We are working with the County to develop a MOU to allow County workers to access the drainage channel in the springtime for maintenance. We will be working with district counsel.

- Met with Southwest Gas on Tuesday, February 6th, 2024, to discuss supplying the temporary building with natural gas. We reviewed the location of the main gas line and the work that is required to receive gas. The closest gas line is on Valley Blvd. which would require running a gas line from south to the north including cutting the asphalt and trenching the auto parking lot. This connection cost could be upwards of \$20,000. I reached out to a local propane supplier and decided to go with propane since this is a temporary use and the cost will be less than \$1000.00 to convert heaters to propane and materials to connect to the tank. We will have propane to the building in the week or two, weather permitting.

March 13,2024

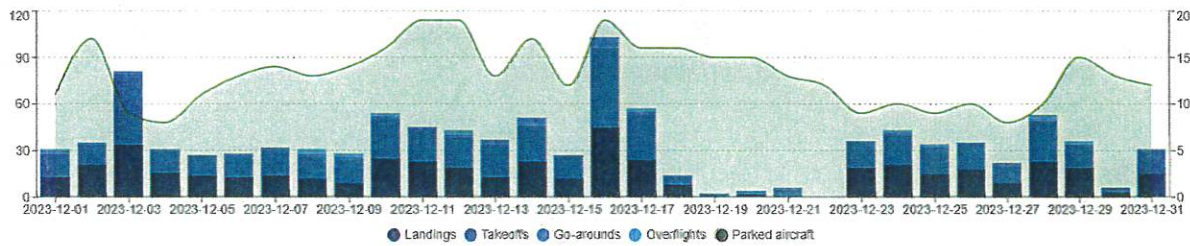
- Propane tanks and lines have been installed for the temporary building. Heaters have been converted to propane, and the systems are up and running. The County inspected the gas line on March 1st and signed off the installation. We continue to make progress with the temporary building scheduling meeting with alarm/fire company, IT support.
- We are going to begin writing the specifications for the utility tie-ins. Conversations have taken place with CSD representatives, and we need more time for the ground to dry before connecting to the water and sewer systems. Electricity will be completed inhouse and we will be tying into power that is located adjacent to the building.

L35 - Big Bear City Airport

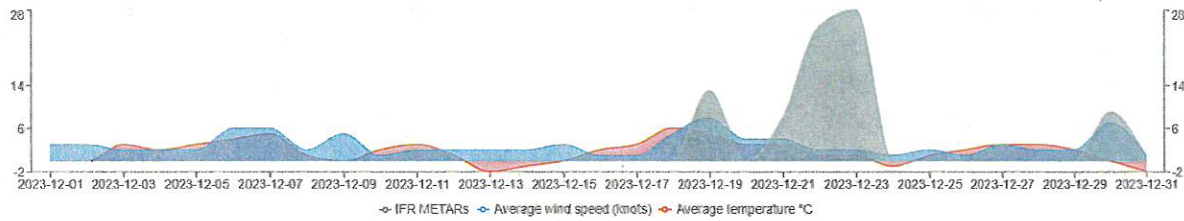
Operations Report for December 2023

Operations 1,063	Landings 484	Takeoffs 517	Go-arounds 41	Overflights 21
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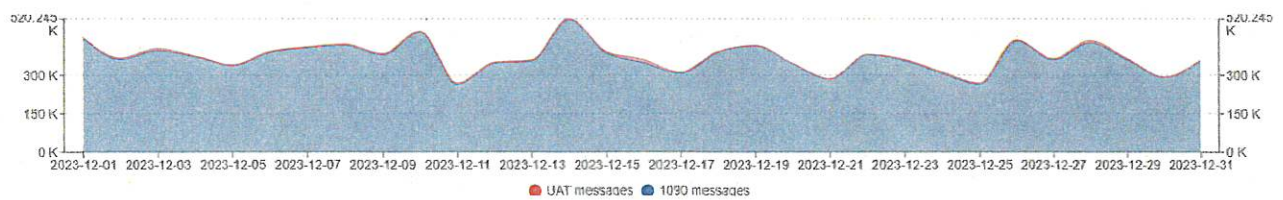
Operations by Day



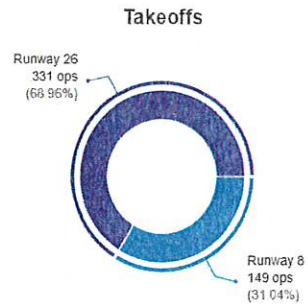
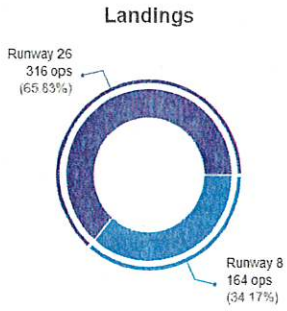
Weather Conditions



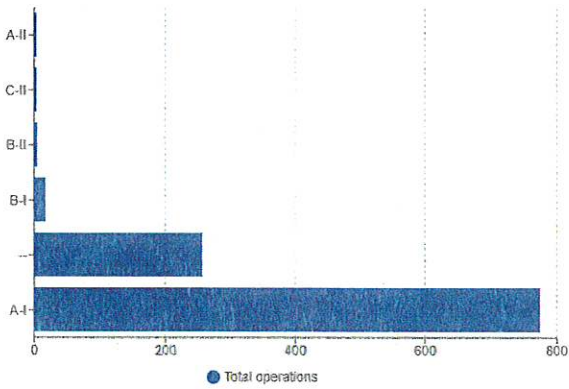
Receiver health



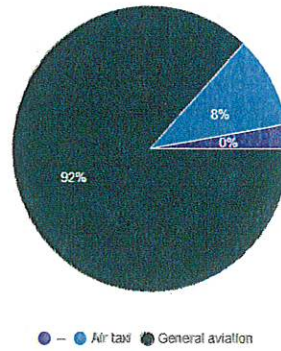
Operations by Runway



Operations by Category

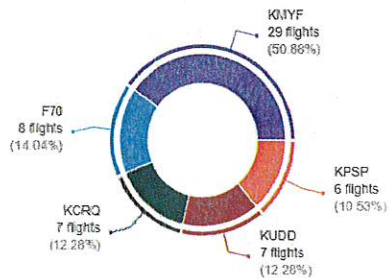


Operations by Type

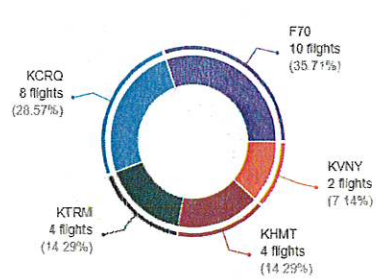


Top Airports

Top Origin Airports

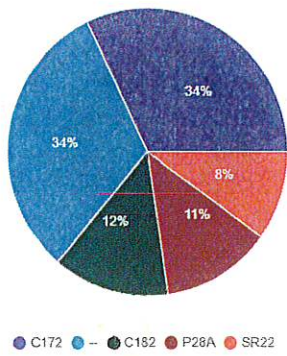


Top Destination Airports

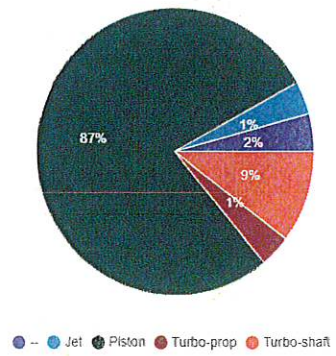


Category	Landings	Takeoffs	Go-arounds	Overflights	Total
--	112	120	12	14	258
A-I	357	383	29	6	775
A-II	2	2	0	0	4
B-I	8	8	0	1	17
B-II	3	2	0	0	5
C-II	2	2	0	0	4
Total	484	517	41	21	1,063

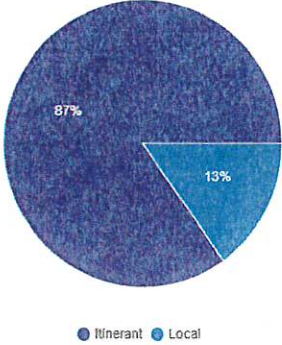
Top Aircraft Types



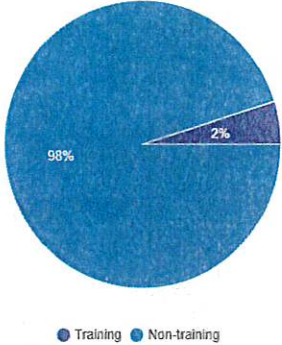
Operations by Engine Type



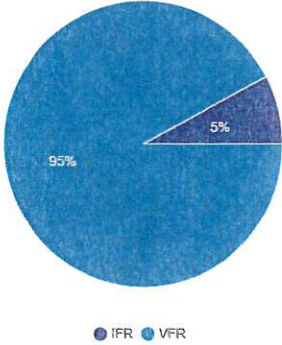
Local vs. Itinerant Flights



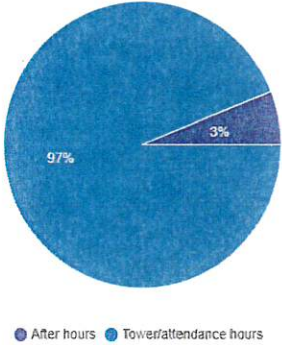
Training Operations



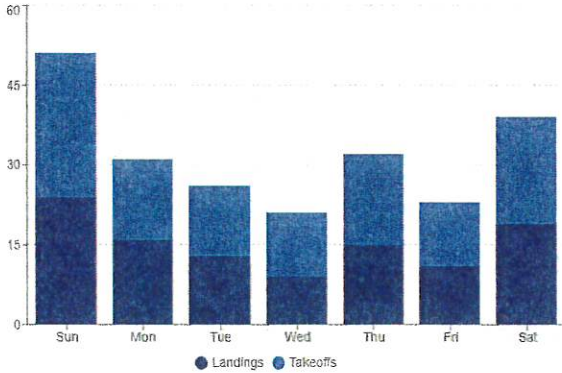
IFR vs. VFR flights



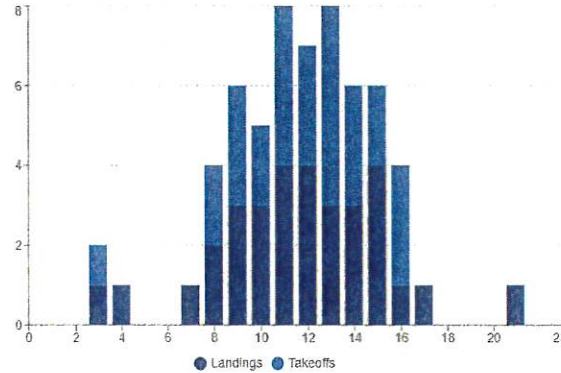
After Hours Operations



Operations by Day of Week

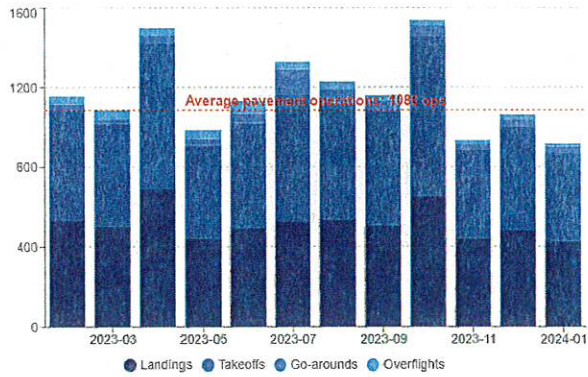


Operations by Hour



Historical Data

Landings and Takeoffs by Month



Busiest Days on Record

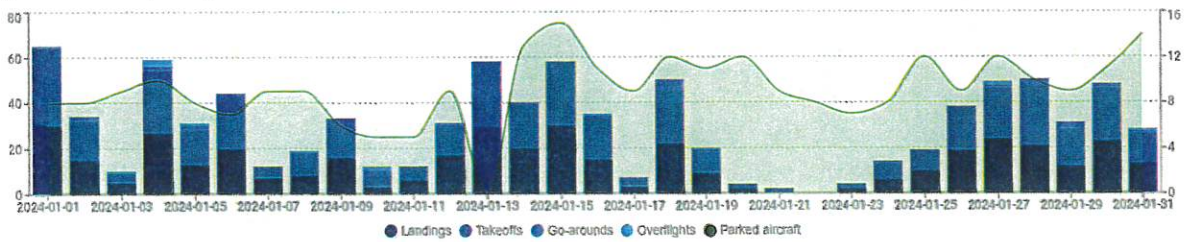
Rank	Date	Pavement ops	Aircraft
1	2022-09-07 (Wed)	235	9
2	2022-09-06 (Tue)	150	15
3	2023-03-03 (Fri)	139	64
4	2023-01-28 (Sat)	137	49
5	2023-01-21 (Sat)	130	52
6	2022-09-05 (Mon)	121	23
6	2022-12-26 (Mon)	121	52
7	2023-04-01 (Sat)	115	53
8	2023-10-21 (Sat)	110	38
9	2023-09-24 (Sun)	108	48

L35 - Big Bear City Airport

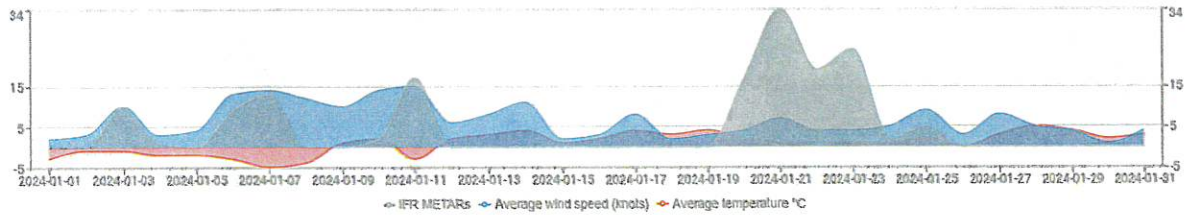
Operations Report for January 2024

Operations 917	Landings 427	Takeoffs 445	Go-arounds 31	Overflights 14
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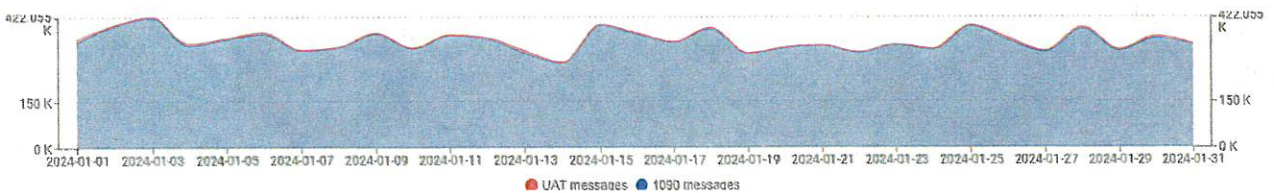
Operations by Day



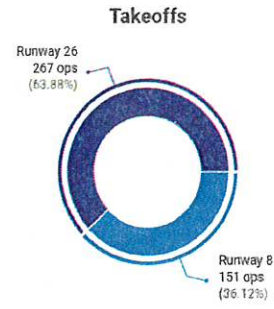
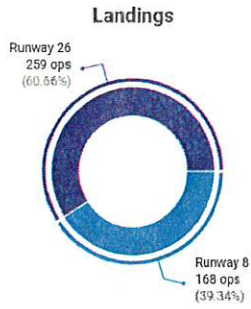
Weather Conditions



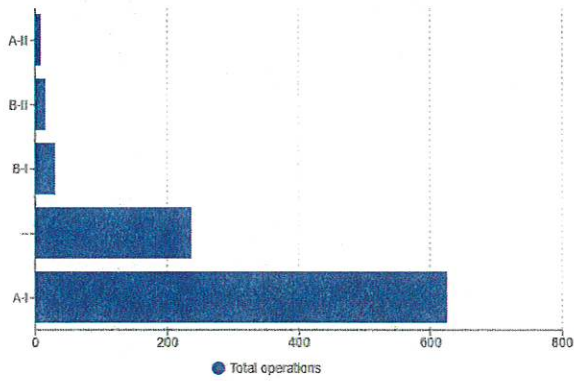
Receiver health



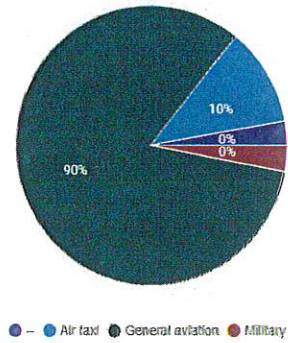
Operations by Runway



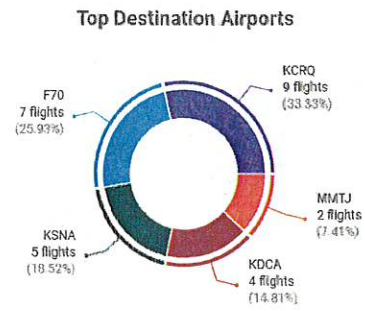
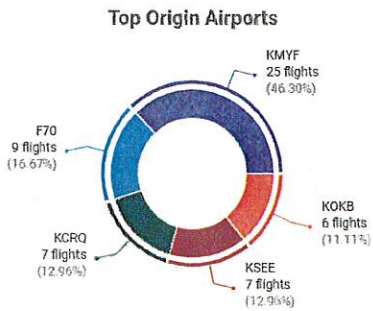
Operations by Category



Operations by Type

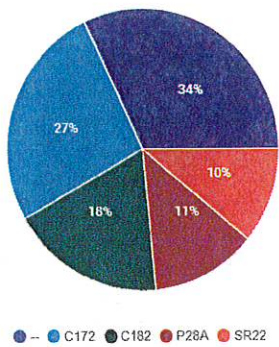


Top Airports

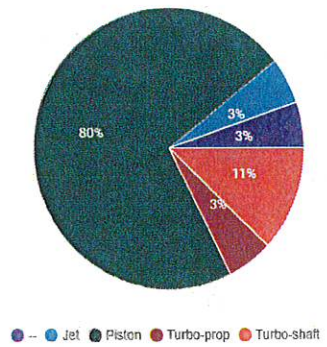


Category	Landings	Takeoffs	Go-arounds	Overflights	Total
-	108	117	8	5	238
A-I	295	300	22	9	626
A-II	4	4	0	0	8
B-I	14	16	0	0	30
B-II	6	8	1	0	15
Total	427	445	31	14	917

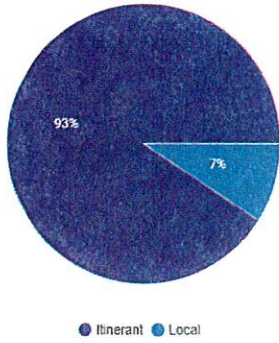
Top Aircraft Types



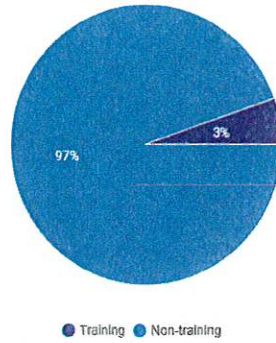
Operations by Engine Type



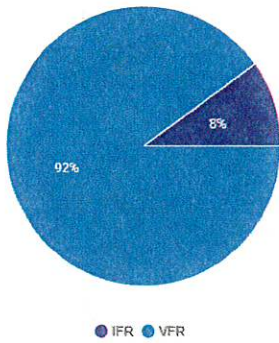
Local vs. Itinerant Flights



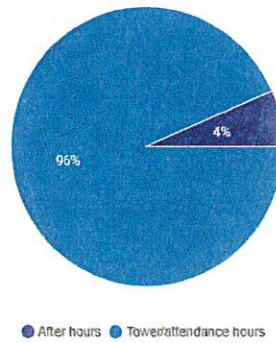
Training Operations



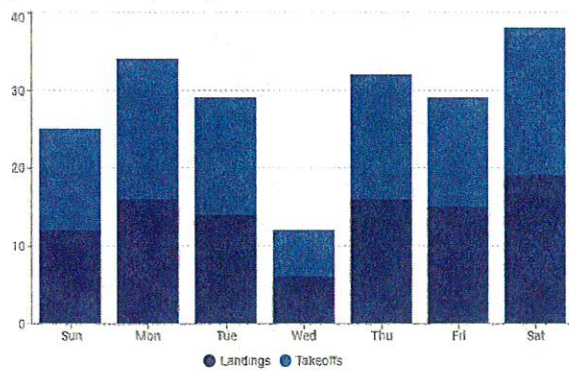
IFR vs. VFR flights



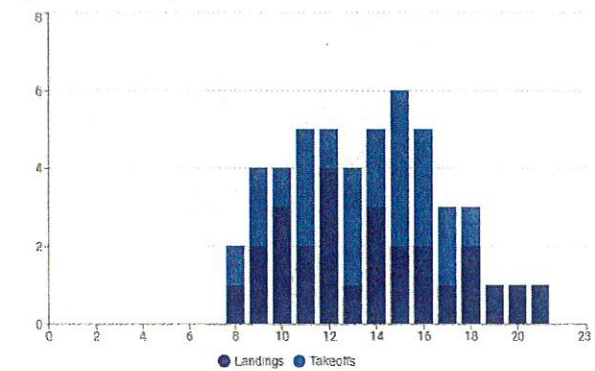
After Hours Operations



Operations by Day of Week

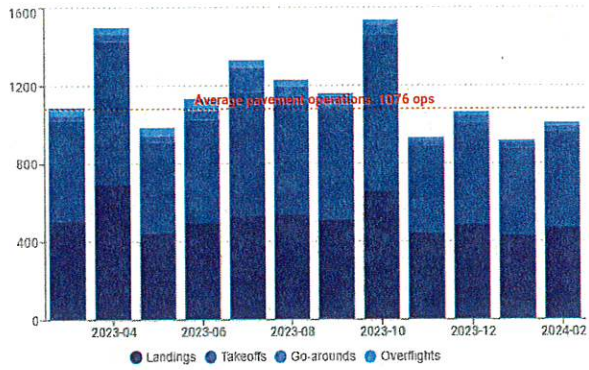


Operations by Hour



Historical Data

Landings and Takeoffs by Month



Busiest Days on Record

Rank	Date	Pavement ops	Aircraft
1	2022-09-07 (Wed)	235	9
2	2022-09-06 (Tue)	150	15
3	2023-03-03 (Fri)	139	64
4	2023-01-28 (Sat)	137	49
5	2023-01-21 (Sat)	130	52
6	2022-12-26 (Mon)	121	52
6	2022-09-05 (Mon)	121	23
7	2023-04-01 (Sat)	115	53
7	2024-02-11 (Sun)	115	55
8	2023-10-21 (Sat)	110	38

