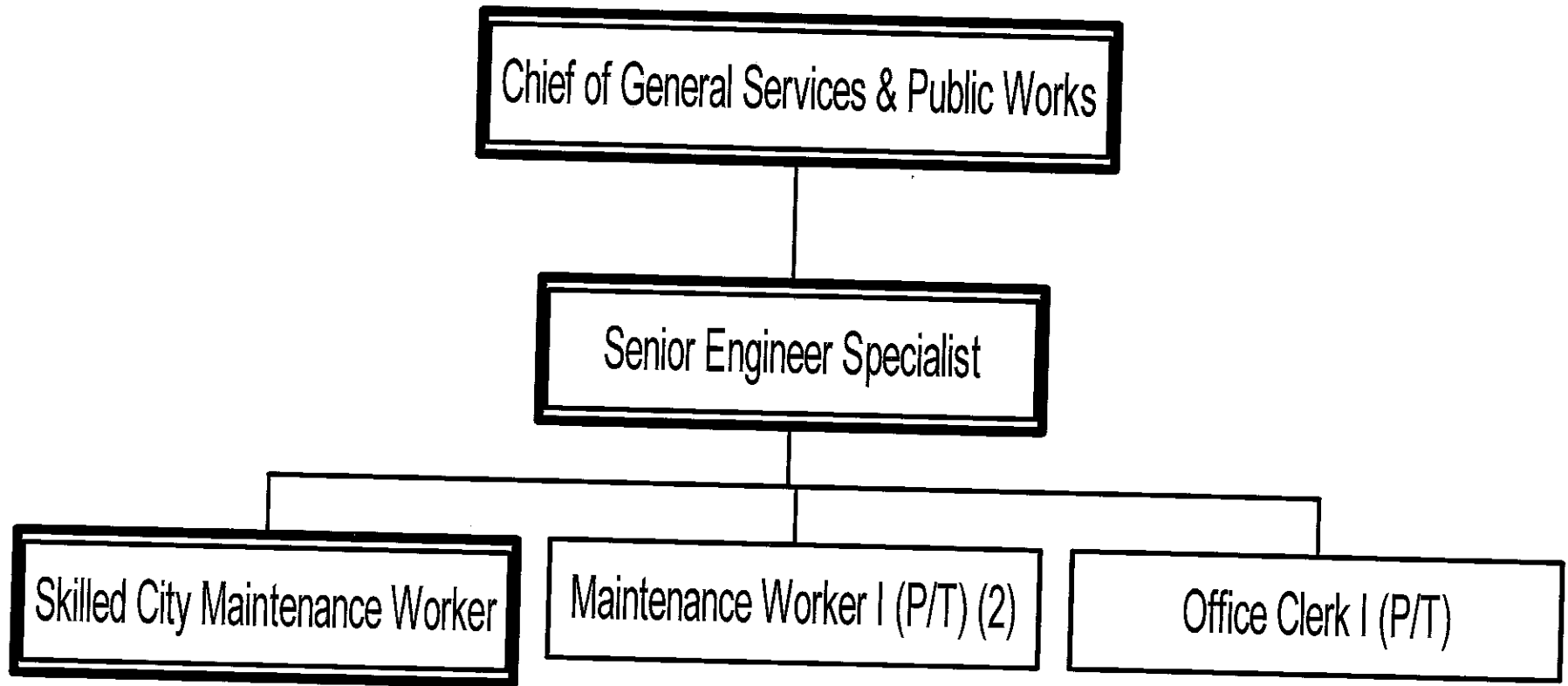


Airport



Fund
Department

520 Airport
35 Airport



Program Summary

Program Description

The Airport Staff is responsible for the operation and safety management of the Hawthorne Municipal Airport in accordance with FAA regulations. Staff is comprised of a Sr. Eng. Specialist, one full time and three part-time employees. Sr. Engineer is in charge of all airfield, aircraft and pilot safety issues, prepares budgets and projections, applies for federal and state grants, negotiates leases, supervises consultants for Master Plan, environmental, filming, and other projects, acts on directives from the FAA, City Council and City Manager. Administrative Staff is responsible for gate key access system, daily cash, vendor billing, financial and general files, daily transit parking monitoring, vehicle parking issues, signage, airfield and other area security, runway surface and lighting inspection/repairs, tower maintenance/repairs, storm water monitoring, and pilot safety issues. On January 1, 2005, the City entered into a Lease Agreement with Hawthorne Airport, LLC, with the management company responsible for handling all tenant issues: billing, accounting, collections, hangar rental, maintenance and inspection, aircraft tiedowns, daily transit parking fees; also building maintenance and repair, custodial issues, electrical and plumbing.

| <u>Expenditure Summary</u> | <u>Actual 2011-12</u> | <u>Budget 2012-13</u> | <u>City Mgr Recommended 2013-14</u> | <u>City Council Adopted 2013-14</u> |
|----------------------------|---------------------------|---------------------------|---|---|
| Personnel Services | \$ 374,261 | \$ 407,379 | \$ 458,105 | \$ 458,105 |
| Contract Services | 9,058 | 45,000 | 65,000 | 65,000 |
| Maintenance & Operations | 429,355 | 443,393 | 474,183 | 474,183 |
| Capital Outlay | (12,249) | 38,700 | 25,000 | 25,000 |
| Program Total | 800,425 | 934,472 | 1,022,288 | 1,022,288 |

| <u>Personnel Summary</u> | <u>Actual 2011-12</u> | <u>Budget 2012-13</u> | <u>City Mgr Recommended 2013-14</u> | <u>City Council Adopted 2013-14</u> |
|------------------------------|---------------------------|---------------------------|---|---|
| Full Time Positions: | | | | |
| Senior Eng. Specialist | 0.80 | 0.90 | 0.90 | 0.90 |
| Skilled City Maint. Worker | 1.00 | 1.00 | 0.00 | 0.00 |
| Maintenance Worker I | 0.00 | 0.00 | 1.00 | 1.00 |
| Crew Leader | 0.00 | 0.00 | 1.00 | 1.00 |
| Part Time Posistions: | | | | |
| Maintenance Worker I | 2.00 | 2.00 | 1.00 | 1.00 |
| Clerk Typist P/T | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 4.80 | 4.90 | 4.90 | 4.90 |

Expenditures and Appropriations

Fund 520 Airport
Department 35 Airport
Program 3503 Airport Administration

| <u>Object Number</u> | <u>Description</u> | <u>Actual 2011-12</u> | <u>Budget 2012-13</u> | <u>City Mgr Recommended 2013-14</u> | <u>City Council Adopted 2013-14</u> |
|----------------------|---|-----------------------|-----------------------|-------------------------------------|-------------------------------------|
| 4001 | Salaries Full Time | \$ 160,950 | \$ 178,506 | \$ 226,590 | \$ 226,590 |
| 4002 | Salaries Part Time | 89,132 | 89,063 | 49,038 | 49,038 |
| 4010 | Salaries Overtime | 2,479 | 6,000 | 0 | 0 |
| 4014 | Salaries Sick Leave Payouts | 3,888 | 966 | 5,262 | 5,262 |
| 4015 | Salaries Vacation Payouts | 9,546 | 6,866 | 10,400 | 10,400 |
| 4031 | PERS Retirement & Pick-Up (EPMC) | 52,350 | 59,080 | 81,927 | 81,927 |
| 4032 | Medicare | 2,854 | 3,002 | 3,152 | 3,152 |
| 4034 | Compensation Insurance | 19,560 | 20,630 | 21,909 | 21,909 |
| 4036 | Unemployment Insurance | 756 | 803 | 827 | 827 |
| 4039 | PERS - POB Contribution | 25,023 | 27,614 | 28,445 | 28,445 |
| 4045 | Health Insurance Benefits Misc | 17,854 | 21,699 | 30,555 | 30,555 |
| 4999 | Budget Reduction | (10,131) | (6,850) | 0 | 0 |
| | Total Personnel Services | 374,261 | 407,379 | 458,105 | 458,105 |
| 4051 | Contract Services | \$ 9,058 | \$ 45,000 | \$ 65,000 | \$ 65,000 |
| | Total Contract Services | 9,058 | 45,000 | 65,000 | 65,000 |
| 4115 | Copier Print Services | \$ 412 | \$ 0 | \$ 0 | \$ 0 |
| 4151 | Operating Supplies | 3,754 | 10,300 | 10,000 | 10,000 |
| 4156 | Janitorial Supplies | 843 | 1,800 | 1,800 | 1,800 |
| 4161 | Uniforms & Safety Equipment | 1,082 | 1,800 | 1,800 | 1,800 |
| 4201 | Repair & Maintenance Supplies | 6,921 | 7,000 | 7,000 | 7,000 |
| 4202 | Building Maintenance | 8,751 | 18,000 | 18,000 | 18,000 |
| 4203 | Equipment Maintenance | 788 | 2,000 | 2,900 | 2,900 |
| 4251 | Small Tools & Minor Equipment | 458 | 1,000 | 900 | 900 |
| 4305 | Telephone | 4,558 | 4,000 | 4,600 | 4,600 |
| 4453 | Vehicle Rental | 20,292 | 20,290 | 41,460 | 41,460 |
| 4510 | Dues & Subscriptions | 438 | 450 | 500 | 500 |
| 4518 | Training | 0 | 1,800 | 2,000 | 2,000 |
| 4542 | Travel, Conference & Meetings | 42 | 3,150 | 3,000 | 3,000 |
| 4544 | Utilities | 14,121 | 17,000 | 17,000 | 17,000 |
| 4599 | Depreciation Expense | 325,087 | 313,000 | 312,962 | 312,962 |
| 4615 | Liability Insurance Allocation | 10,500 | 10,499 | 18,957 | 18,957 |
| 4618 | Cost Allocation | 31,308 | 31,304 | 31,304 | 31,304 |
| | Total Maintenance & Operations | 429,355 | 443,393 | 474,183 | 474,183 |
| 4730 | Improvements Other Than Bldg | \$ (12,587) | \$ 36,000 | \$ 25,000 | \$ 25,000 |
| 4740 | Machinery & Equipment | 338 | 2,700 | 0 | 0 |
| | Total Capital Outlay | (12,249) | 38,700 | 25,000 | 25,000 |
| | GRAND TOTAL | 800,425 | 934,472 | 1,022,288 | 1,022,288 |

Fund 520 Airport
Department 35 Airport
Program 3505 Airport Improvement Project
Sub-Program 288 FAA Grant - Emergency Generator - #306010101320

Program Summary

Program Description

The Federal Aviation Administration has approved a project for the Hawthorne Municipal Airport consisting of installing an Emergency Generator, which will include Airfield Lighting Control and a Monitoring System.

| <u>Expenditure Summary</u> | <u>Actual 2010-11</u> | <u>Budget 2011-12</u> | <u>City Mgr Recommended 2012-13</u> | <u>City Council Adopted 2012-13</u> |
|----------------------------|---------------------------|---------------------------|---|---|
| Capital Outlay | \$ 12,058 | \$ 158,652 | \$ 20,000 | \$ 20,000 |
| Program Total | <u>12,058</u> | <u>158,652</u> | <u>20,000</u> | <u>20,000</u> |

Expenditures and Appropriations

Fund
Department
Program

520 Airport
35 Airport
3505 Airport Improvement Project
288 FAA Grant - Emergency Generator - #306010101320

| <u>Object Number</u> | <u>Description</u> | <u>Actual 2011-12</u> | <u>Budget 2012-13</u> | <u>City Mgr Recommended 2013-14</u> | <u>City Council Adopted 2013-14</u> |
|----------------------|------------------------------|-----------------------|-----------------------|-------------------------------------|-------------------------------------|
| 4620 | City Matching for Grants | \$ 0 | \$ 8,486 | \$ 0 | \$ 0 |
| 4730 | Improvements other than Bldg | 12,058 | 150,166 | 20,000 | 20,000 |
| | Total Capital Outlay | <hr/> 12,058 | <hr/> 158,652 | <hr/> 20,000 | <hr/> 20,000 |
| | GRAND TOTAL | <hr/> 12,058 | <hr/> 158,652 | <hr/> 20,000 | <hr/> 20,000 |

Fund 520 Airport
Department 35 Airport
Program 3505 Airport Improvement Project
Sub-Program 289 FAA Grant-Noise Study-#30601010122011

Program Summary

Program Description

The Federal Aviation Administration has approved a project for the Hawthorne Municipal Airport in order to Conduct a Noise Compatability Plan Study.

| <u>Expenditure Summary</u> | <u>Actual 2010-11</u> | <u>Budget 2011-12</u> | <u>City Mgr Recommended 2012-13</u> | <u>City Council Adopted 2012-13</u> |
|----------------------------|---------------------------|---------------------------|---|---|
| Capital Outlay | \$ 204,198 | \$ 165,270 | \$ 30,000 | \$ 30,000 |
| Program Total | <u>204,198</u> | <u>165,270</u> | <u>30,000</u> | <u>30,000</u> |

Expenditures and Appropriations

Fund
Department
Program

520 Airport
35 Airport
3505 Airport Improvement Project
289 FAA Grant-Noise Study-#30601010122011

| <u>Object Number</u> | <u>Description</u> | <u>Actual 2011-12</u> | <u>Budget 2012-13</u> | <u>City Mgr Recommended 2013-14</u> | <u>City Council Adopted 2013-14</u> |
|----------------------|--------------------------|-----------------------|-----------------------|-------------------------------------|-------------------------------------|
| 4051 | Contract Services | \$ 204,198 | \$ 147,885 | \$ 30,000 | \$ 30,000 |
| | Total Contract Services | 204,198 | 147,885 | 30,000 | 30,000 |
| 4620 | City Matching for Grants | \$ 0 | \$ 17,385 | \$ 0 | \$ 0 |
| | Total Capital Outlay | 0 | 17,385 | 0 | 0 |
| | GRAND TOTAL | 204,198 | 165,270 | 30,000 | 30,000 |

Fund 520 Airport
Department 35 Airport
Program 3505 Airport Improvement Project
Sub-Program 293 FAA Control Tower Grant AIP3060101014201

Program Summary

Program Description

The Federal Aviation Administration has approved a project for upgrading the Hawthorne Air Traffic Controller Tower building for Fire and Life Safety Requirements. The project includes design and construction on a 12-inch water mainline on the Airport premises that connects to the control tower for the purpose of installing a fire sprinkler system.

| <u>Expenditure Summary</u> | <u>Actual 2010-11</u> | <u>Budget 2011-12</u> | <u>City Mgr Recommended 2012-13</u> | <u>City Council Adopted 2012-13</u> |
|----------------------------|---------------------------|---------------------------|---|---|
| Contract Services | \$ 0 | \$ 1,098,000 | \$ 1,098,000 | \$ 1,098,000 |
| Capital Outlay | 0 | 60,000 | 0 | 0 |
| Program Total | 0 | 1,158,000 | 1,098,000 | 1,098,000 |

Expenditures and Appropriations

Fund
Department
Program

520 Airport
35 Airport
3505 Airport Improvement Project
293 FAA Control Tower Grant AIP3060101014201

| <u>Object Number</u> | <u>Description</u> | <u>Actual 2011-12</u> | <u>Budget 2012-13</u> | <u>City Mgr Recommended 2013-14</u> | <u>City Council Adopted 2013-14</u> |
|----------------------|--------------------------|-----------------------|-----------------------|-------------------------------------|-------------------------------------|
| 4051 | Contract Services | \$ 0 | \$ 1,098,000 | \$ 1,098,000 | \$ 1,098,000 |
| | Total Contract Services | 0 | 1,098,000 | 1,098,000 | 1,098,000 |
| 4620 | City Matching for Grants | \$ 0 | \$ 60,000 | \$ 0 | \$ 0 |
| | Total Capital Outlay | 0 | 60,000 | 0 | 0 |
| | GRAND TOTAL | 0 | 1,158,000 | 1,098,000 | 1,098,000 |



Fund
Department
Program

560 Sewer Fund
91 Sewer
9101 Sewer Maintenance

Program Summary

Program Description

This program maintains sanitary sewers. Sanitary sewers are routinely flushed to keep lines clean and free flowing. Storm sewer catch basins are cleaned to prevent back-up of storm water and sewer overflows. In addition, this program funds the capital improvements to the City's sewer infrastructure.

| <u>Expenditure Summary</u> | <u>Actual</u> <u>2011-12</u> | <u>Budget</u> <u>2012-13</u> | <u>City Mgr</u> <u>Recommended</u> <u>2013-14</u> | <u>City Council</u> <u>Adopted</u> <u>2013-14</u> |
|----------------------------|---------------------------------|---------------------------------|---|---|
| Personnel Services | \$ 478,182 | \$ 515,363 | \$ 558,670 | \$ 558,670 |
| Contract Services | 115,854 | 240,000 | 360,000 | 360,000 |
| Maintenance & Operations | 211,714 | 221,488 | 231,967 | 231,967 |
| Machinery & Equipment | 0 | 84,000 | 5,000 | 2,500 |
| Capital Outlay | 0 | 75,000 | 70,000 | 70,000 |
| Program Total | 805,750 | 1,135,851 | 1,225,637 | 1,223,137 |

| <u>Personnel Summary</u> | <u>Actual</u> <u>2011-12</u> | <u>Budget</u> <u>2012-13</u> | <u>City Mgr</u> <u>Recommended</u> <u>2013-14</u> | <u>City Council</u> <u>Adopted</u> <u>2013-14</u> |
|-----------------------------|---------------------------------|---------------------------------|---|---|
| Full Time Positions: | | | | |
| Chief of Gen Svcs/Pub Wks | 0.20 | 0.20 | 0.20 | 0.20 |
| P.W. Maint. Superintendent | 0.30 | 0.30 | 0.30 | 0.30 |
| Crew Leader | 0.45 | 0.45 | 0.45 | 0.45 |
| Sewer Service Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Assistant | 0.05 | 0.05 | 0.00 | 0.00 |
| Senior Eng. Specialist | 0.10 | 0.00 | 0.00 | 0.00 |
| Senior Engineer | 0.30 | 0.30 | 0.30 | 0.30 |
| Associate Engineer | 0.80 | 0.80 | 0.80 | 0.80 |
| Housing Specialist | 0.50 | 0.50 | 0.50 | 0.50 |
| Sr. Public Works Inspector | 0.05 | 0.05 | 0.05 | 0.05 |
| Sr. Typist Clerk I | 0.00 | 0.00 | 0.10 | 0.10 |
| Part Time Positions: | | | | |
| Engineering Trainee | 0.40 | 0.40 | 0.40 | 0.40 |
| Office Clerk I | 0.10 | 0.10 | 0.00 | 0.00 |
| Total | 4.25 | 4.15 | 4.10 | 4.10 |



Expenditures and Appropriations

Fund 560 Sewer Fund
Department 91 Sewer
Program 9101 Sewer Maintenance

| Object Number | Description | Actual 2011-12 | Budget 2012-13 | City Mgr Recommended 2013-14 | City Council Adopted 2013-14 |
|--------------------------------|----------------------------------|-------------------|-------------------|------------------------------------|------------------------------------|
| 4001 | Salaries Full Time | \$ 307,884 | \$ 315,547 | \$ 321,108 | \$ 321,108 |
| 4002 | Salaries Part Time | 9,830 | 8,642 | 5,956 | 5,956 |
| 4010 | Salaries Overtime | 5,005 | 20,000 | 20,000 | 20,000 |
| 4014 | Salaries Sick Leave Payouts | 2,578 | 3,123 | 5,817 | 5,817 |
| 4015 | Salaries Vacation Payouts | 8,536 | 9,193 | 9,672 | 9,672 |
| 4031 | PERS Retirement & Pick-Up (EPMC) | 73,154 | 80,563 | 101,425 | 101,425 |
| 4032 | Medicare | 4,182 | 4,358 | 4,406 | 4,406 |
| 4034 | Compensation Insurance | 27,384 | 27,278 | 27,523 | 27,523 |
| 4036 | Unemployment Insurance | 996 | 973 | 981 | 981 |
| 4037 | Pars | 98 | 0 | 89 | 89 |
| 4039 | PERS - POB Contribution | 29,262 | 32,843 | 33,138 | 33,138 |
| 4999 | Budget Reduction | (15,311) | (12,104) | 0 | 0 |
| Total Personnel Services | | 478,182 | 515,363 | 558,670 | 558,670 |
| 4051 | Contract Services | \$ 115,854 | \$ 240,000 | \$ 360,000 | \$ 360,000 |
| Total Contract Services | | 115,854 | 240,000 | 360,000 | 360,000 |
| 4161 | Uniforms & Safety Equipment | \$ 766 | \$ 1,844 | \$ 1,300 | \$ 1,300 |
| 4201 | Repair & Maintenance Supplies | 21,211 | 24,000 | 18,000 | 18,000 |
| 4245 | Fog Program Costs | 26,264 | 26,669 | 27,000 | 27,000 |
| 4453 | Vehicle Rental | 28,080 | 28,085 | 43,260 | 43,260 |
| 4518 | In Service Training | 4,179 | 3,600 | 3,600 | 3,600 |
| 4542 | Travel, Conference, & Meetings | 144 | 1,800 | 1,800 | 1,800 |
| 4599 | Depreciation Expense | 67,878 | 72,300 | 72,267 | 72,267 |
| 4615 | Liability Insurance Allocation | 5,640 | 5,638 | 7,188 | 7,188 |
| 4618 | Cost Allocation | 57,552 | 57,552 | 57,552 | 57,552 |
| Total Maintenance & Operations | | 211,714 | 221,488 | 231,967 | 231,967 |
| 4730 | Improvements Other Than Bldg | \$ 0 | \$ 84,000 | \$ 2,500 | \$ 2,500 |
| 4740 | Machinery & Equipment | 0 | 0 | 2,500 | 0 |
| Total Machinery & Equipment | | 0 | 84,000 | 5,000 | 2,500 |
| GRAND TOTAL | | 805,750 | 1,060,851 | 1,155,637 | 1,153,137 |

Expenditures and Appropriations



Fund
Department
Program

560 Sewer Fund
91 Sewer
9101 Sewer Maintenance
724 Capital project

| <u>Object Number</u> | <u>Description</u> | <u>Actual 2011-12</u> | <u>Budget 2012-13</u> | <u>City Mgr Recommended 2013-14</u> | <u>City Council Adopted 2013-14</u> |
|----------------------|--------------------|-----------------------|-----------------------|-------------------------------------|-------------------------------------|
| 4776 | Sewer Construction | \$ 0 | \$ 75,000 | \$ 70,000 | \$ 70,000 |
| | Total Capital | 0 | 75,000 | 70,000 | 70,000 |
| | GRAND TOTAL | 0 | 75,000 | 70,000 | 70,000 |