Merrill Field Airport

Anchorage: Performance. Value. Results.

Mission

Operate and maintain Merrill Field Airport to meet the aviation and business needs of our customers.

Core Services

- Maintain runways, taxiways, and aircraft parking aprons in a safe and secure condition.
- Provide space to operate and park aircraft.
- Provide lease space for private enterprises to support air transportation.

Accomplishment Goals

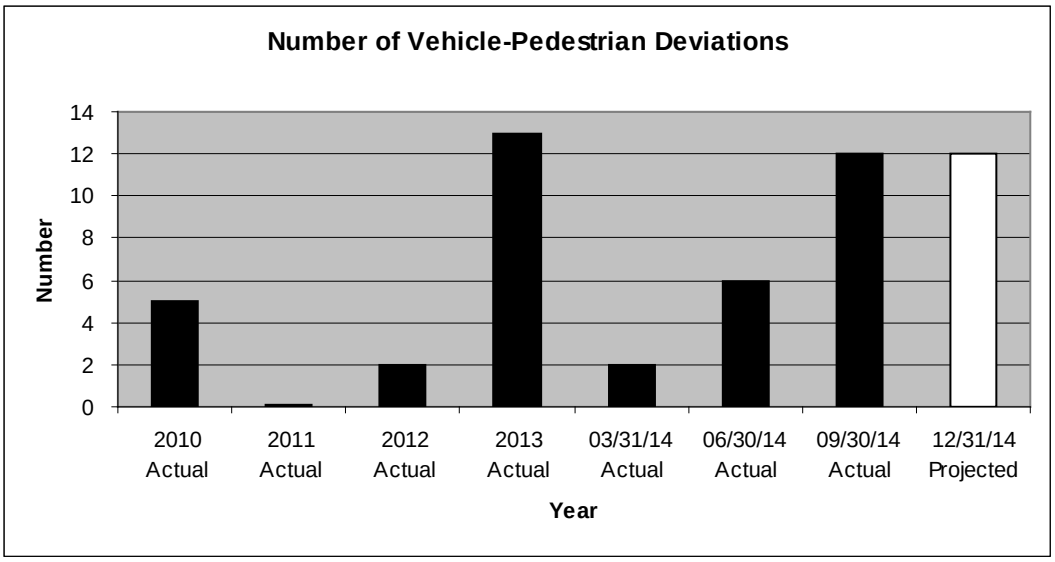
- Reduce the number of vehicle-pedestrian deviations (VPDs) - unauthorized entry into restricted areas.
- Provide sufficient aircraft parking area and business lease space to meet public demand.
- Repair and improve surface conditions on all Runway operating surfaces with a Pavement Condition Index (PCI) below 70 and all Taxiway, Apron & Roadway operating surfaces with a PCI below 60 (on a scale of 1 – 100 with 100 being the best condition).

Performance Measures

Progress in achieving goals will be measured by:

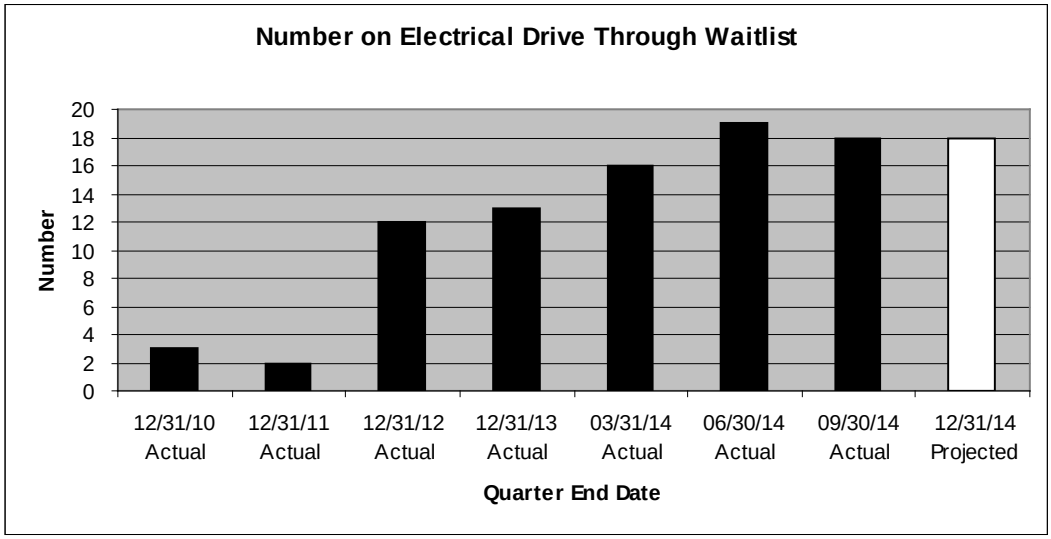
Measure #1: Number of Vehicle-Pedestrian Deviations (VPDs)

2013 Actual	09/30/14 Actual	12/31/14 Projected
13	12	12



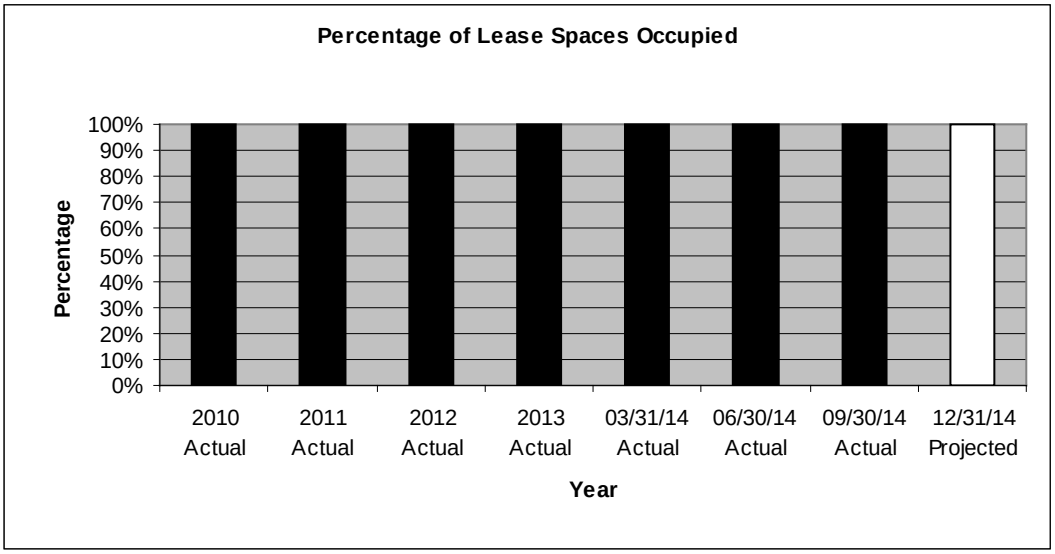
Measure #2: **Number of unfulfilled requests for aircraft parking space – Electrical Drive Through**

12/31/13 Actual	09/30/14 Actual	12/31/14 Projected
13	18	18



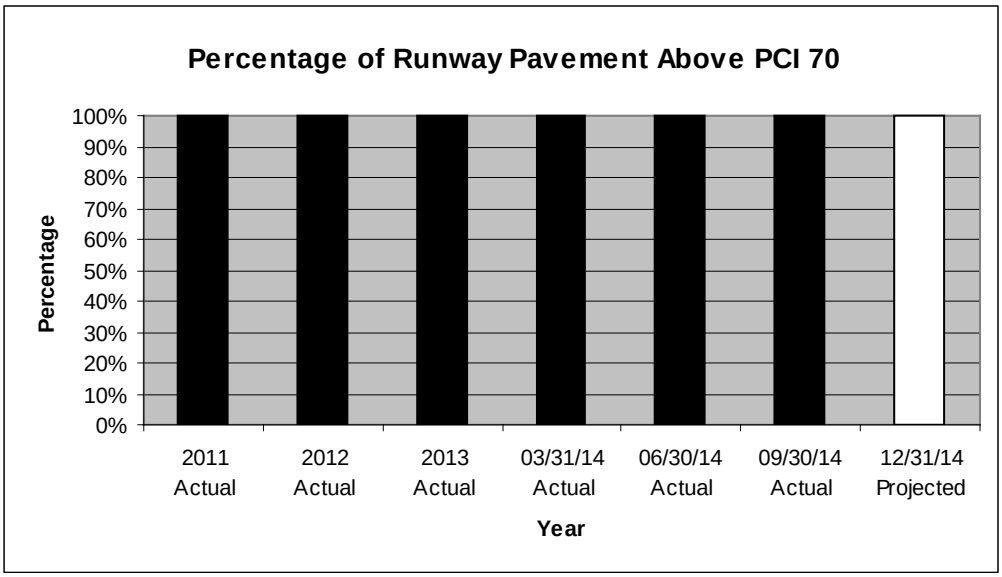
Measure #3: **Percentage of lease spaces currently leased**

12/31/13 Actual	09/30/14 Actual	12/31/14 Projected
(51/51)	(51/51)	(51/51)
100.00%	100.00%	100.00%



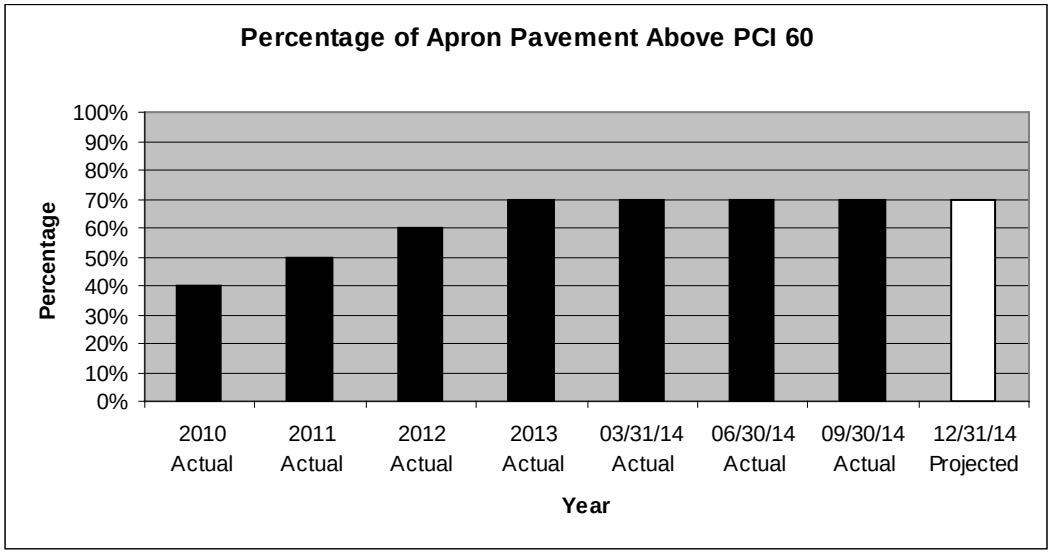
Measure #4: **Percent of runway pavement above the minimum PCI value of 70**

12/31/13 Actual	09/30/14 Actual	12/31/14 Projected
100%	100%	100%



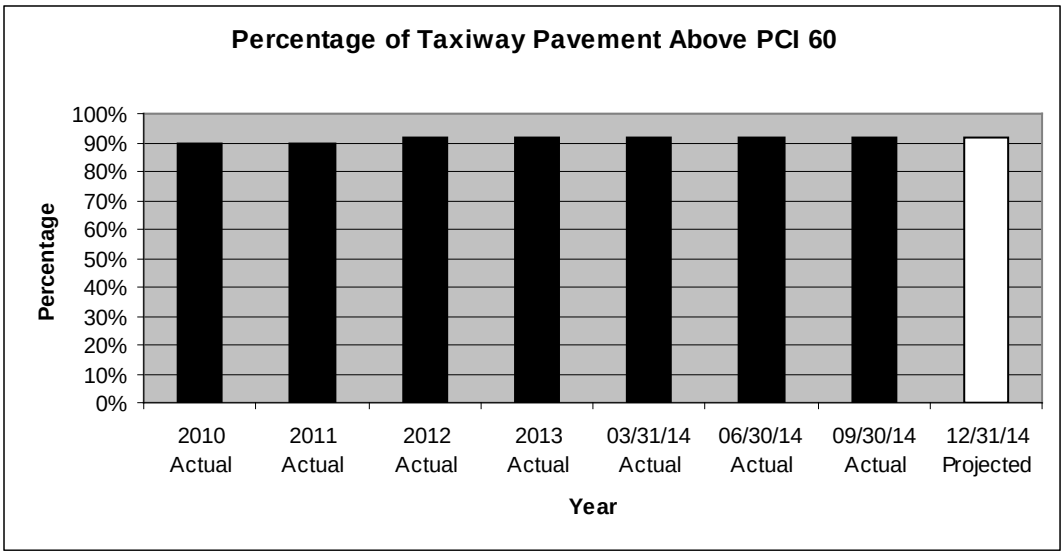
Measure #5: **Percent of apron pavement above the minimum PCI value of 60**

12/31/13 Actual	09/30/14 Actual	12/31/14 Projected
70%	70%	70%



Measure #6: Percent of taxiway pavement above the minimum PCI value of 60

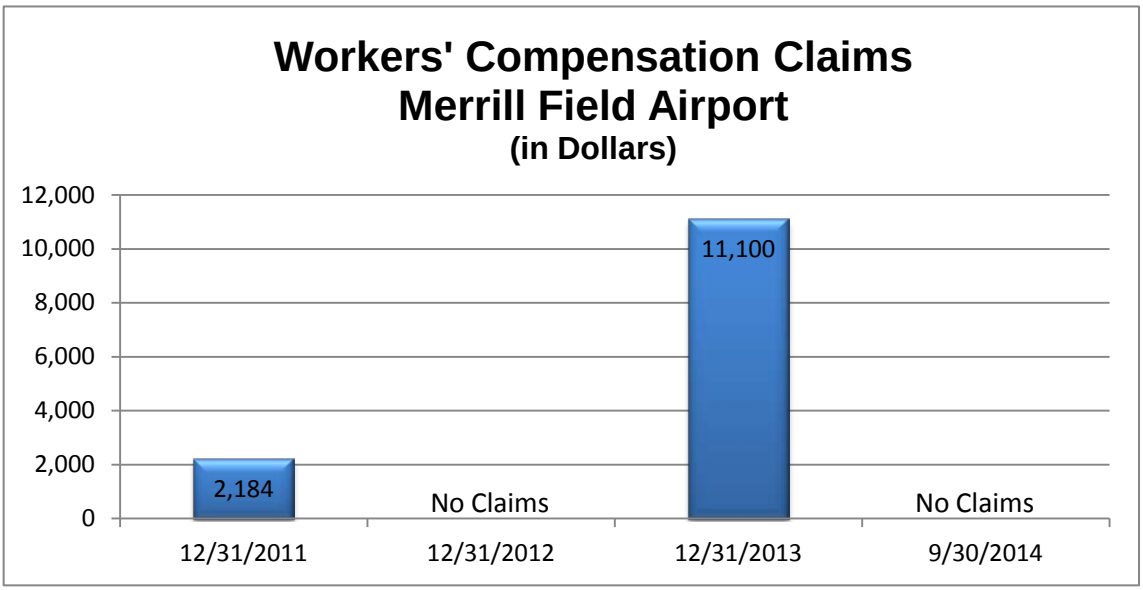
12/31/13 Actual	09/30/14 Actual	12/31/14 Projected
92%	92%	92%



PVR Measure WC: Managing Workers' Compensation Claims

Reducing job-related injuries is a priority for the Administration by ensuring safe work conditions and safe practices. By instilling safe work practices we ensure not only the safety of our employees but reduce the potential for injuries and property damage to the public. The Municipality is self-insured and every injury poses a financial burden on the public and the injured worker's family. It just makes good sense to WORK SAFE.

Results are tracked by monitoring monthly reports issued by the Risk Management Division.



Performance Measure Methodology Sheet
Merrill Field Airport

Measure #1: Number of vehicle-pedestrian deviations (VPDs) - unauthorized entry into restricted areas

Type

Effectiveness

Accomplishment Goal Supported

Improve safety conditions by reducing the number of vehicle-pedestrian deviations

Definition

Measures the effectiveness of the airport security efforts (fencing, lighting, public address loudspeakers, security cameras, and other deterrents) by focusing on the number of vehicle-pedestrian deviations per year

Data Collection Method

The calculation is performed by comparing the yearly total number of VPDs.

Frequency

This measurement will be performed annually at the beginning of each year.

Measured By

The Assistant Airport Manager will retrieve the appropriate VPD information from the FAA Website at the beginning of each year and store the data in an Excel spreadsheet.

Reporting

The Finance Manager will create and maintain an annual report in Excel from the data received from the Assistant Airport Manager. The information will be displayed both numerically and graphically.

Used By

The Airport Manager will use the information to track the overall effectiveness of the Airport's security efforts. The report will be presented to the Municipal Manager at staff meetings and the public via the Municipal Website.

Performance Measure Methodology Sheet
Merrill Field Airport

Measure #2: Number of unfulfilled requests for aircraft parking space

Type

Efficiency

Accomplishment Goal Supported

Increase customer base by providing sufficient aircraft parking areas

Definition

Measure the efficiency of the aircraft parking waitlist program by focusing on the number of waitlist customers

Data Collection Method

The calculation is performed by comparing the number of customers on the waitlist to the longest number of days a customer is on the waitlist.

Frequency

The measurement will be performed at the beginning of each quarter.

Measured By

The Service Administrator will retrieve the appropriate waitlist information from the airport waitlist database at the beginning of each quarter and store the data in an Excel spreadsheet.

Reporting

The Finance Manager will create and maintain a quarterly report in Excel from the data provided by the Service Administrator. The information will be displayed both numerically and graphically.

Used By

The Airport Manager will use the information to track the overall efficiency of the aircraft parking waitlist program. The report will be presented to the Municipal Manager at staff meetings and the public via the Municipal Website.

Performance Measure Methodology Sheet
Merrill Field Airport

Measure #3: Percent of lease space currently leased

Type

Effectiveness

Accomplishment Goal Supported

Provide sufficient business lease space to meet public demand

Definition

Measure the effectiveness of the airport's leasing policy by focusing on the number of developed and undeveloped lease spaces on the airport

Data Collection Method

The calculation is performed by comparing the number of spaces available for new leases to the total number of lease spaces on the airport. An additional calculation is performed by dividing the square feet of lease space occupied by the total square feet of lease space on the airport, the result being expressed as a percentage occupied.

Frequency

The measurement will be performed annually at the beginning of each year.

Measured By

The Leasing Specialist will retrieve the appropriate leasing information from the airport leasing database at the beginning of each year and store the data in an Excel spreadsheet.

Reporting

The Finance Manager will create and maintain a yearly report in Excel from the data provided by the Leasing Specialist. The information will be displayed both numerically and graphically.

Used By

The Airport Manager will use the information to track the overall effectiveness of the airport's leasing policy. The report will be presented to the Municipal Manager at staff meetings and the public via the Municipal Website.

Performance Measure Methodology Sheet
Merrill Field Airport

Measures #4, #5, and #6: Percent of Airport operating surfaces above the minimum Pavement Condition Index (PCI) values

Type

Effectiveness

Accomplishment Goal Supported

Maintain the airport operation surfaces in a safe and usable condition

Definition

Measures the effectiveness of the airport pavement maintenance program by reporting the percentage of airport operating surfaces that are above the minimum PCI values (PCI of 70 or higher on Runways and PCI of 60 or higher on Taxiways, Aprons & Roadways on a scale of 1-100 with 100 being the best condition – Index was developed by the Army Corps of Engineers)

Data Collection Method

A trained observer will perform an inspection of all airport operating surfaces under the guidelines established for the Pavement Condition Index system. The methodology will give a fair and relevant representation of the total population of all airport operating surfaces.

Frequency

The measurement will be performed annually during the summer months.

Measured By

Privately contracted trained observer. Data will be stored and compiled in report format (maps and excel spreadsheet) by the contractor and submitted to the Assistant Airport Manager by the end of each summer season.

Reporting

The Finance Manager will create and maintain a yearly report in Excel from the data received from the Assistant Airport Manager. The information will be displayed both numerically and graphically.

Used By

The Airport Manager will use the information to track the overall effectiveness of the airport's pavement maintenance program. The report will be presented to the Municipal Manager at staff meetings and the public via the Municipal Website.