
Merrill Field Airport

Anchorage: Performance. Value. Results.

Mission

Safely 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

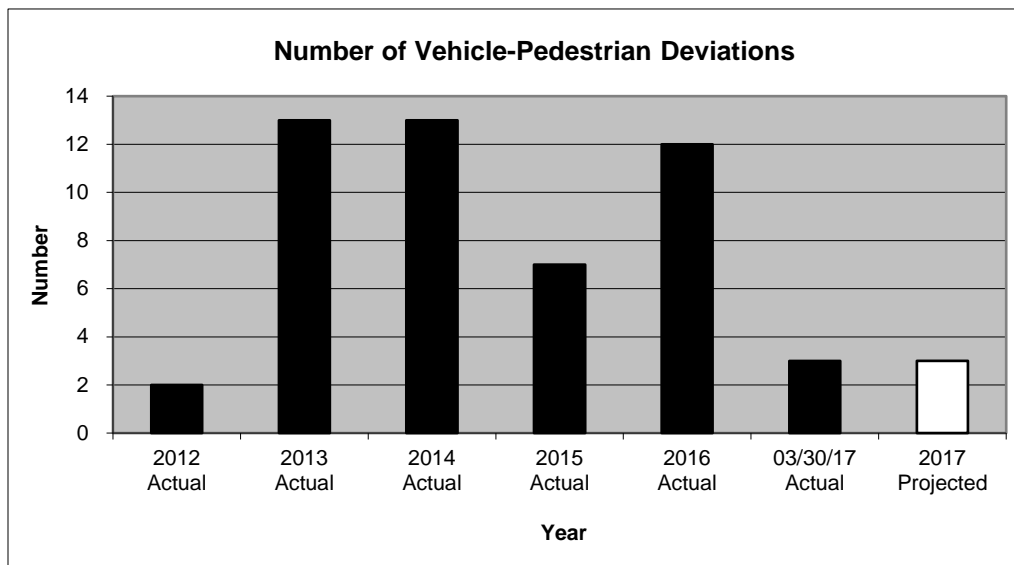
- Reduce the number of vehicle-pedestrian deviations (VPDs) - unauthorized entry into restricted areas.
- Provide sufficient aircraft parking area and business lease space to meet public demand.
- Repair and improve surface conditions on all Runway operating surfaces with a Pavement Condition Index (PCI) 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:

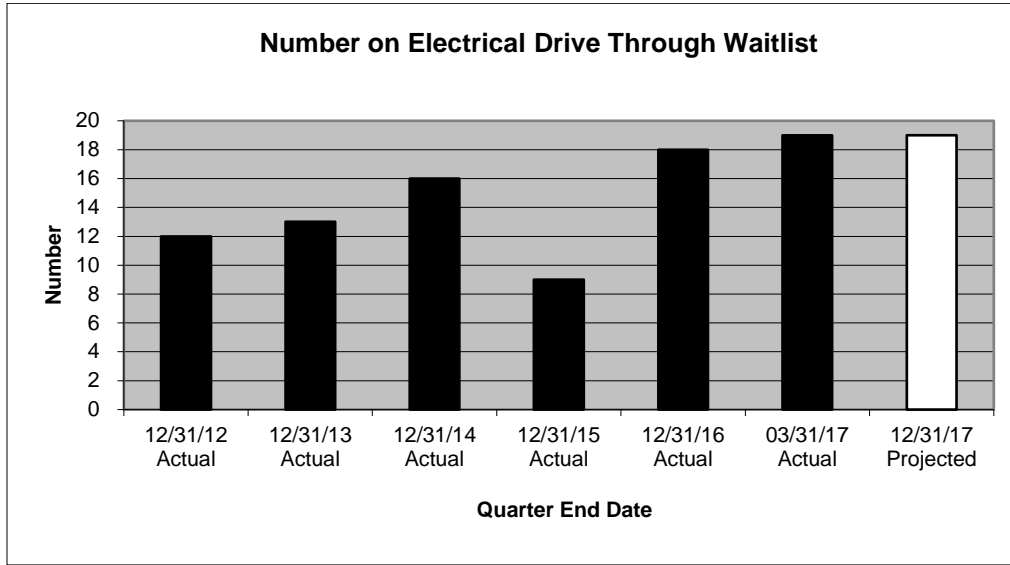
Measure 1: Number of Vehicle-Pedestrian Deviations (VPDs)
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2016 Actual	03/31/17 Actual	2017 Projected
12	3	3



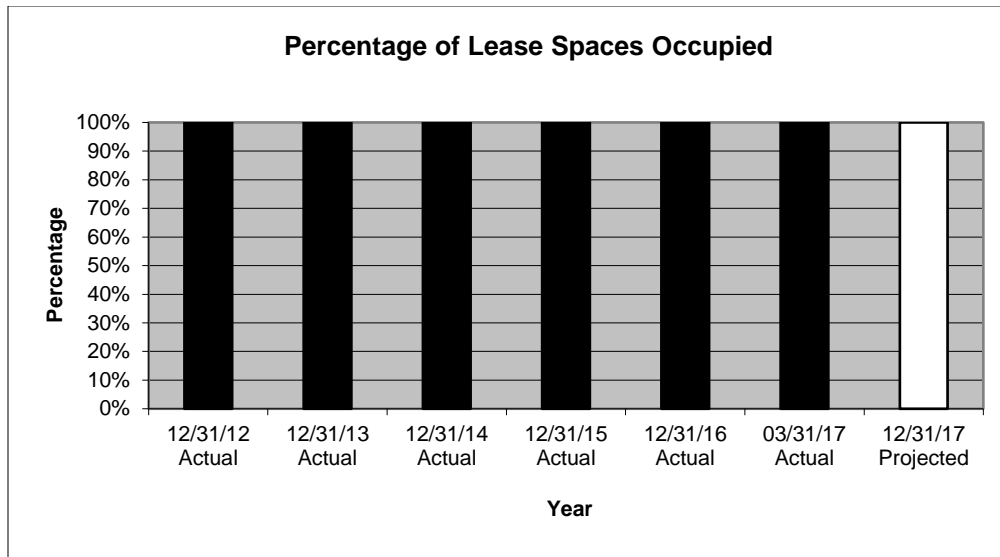
Measure 2: Number of unfulfilled requests for aircraft parking space – Electrical Drive Through

12/31/16 Actual	03/31/17 Actual	12/31/17 Projected
18	19	19



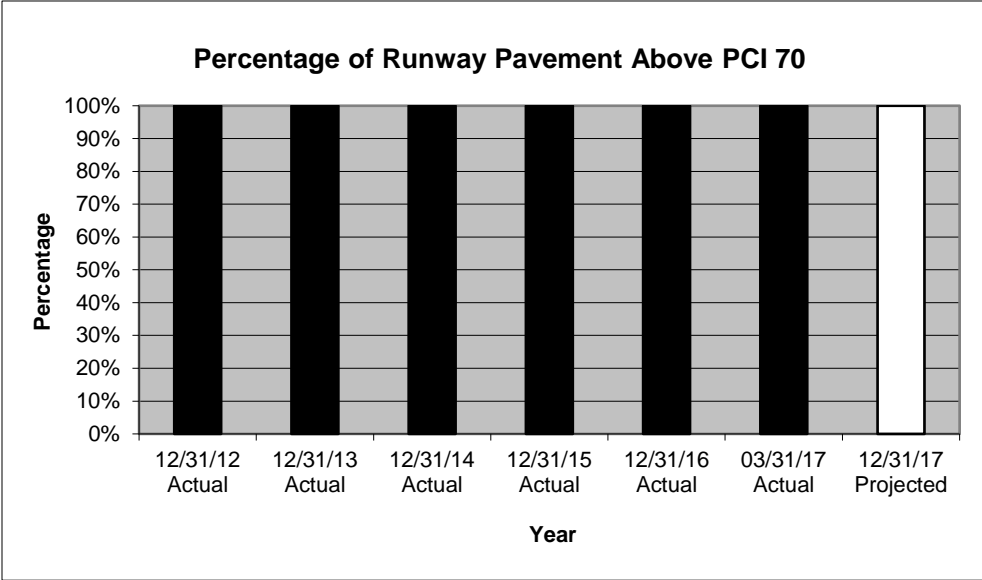
Measure 3: Percentage of lease spaces currently leased

12/31/16 Actual	03/31/17 Actual	12/31/17 Projected
(54/54)	(54/54)	(54/54)
100.00%	100.00%	100.00%



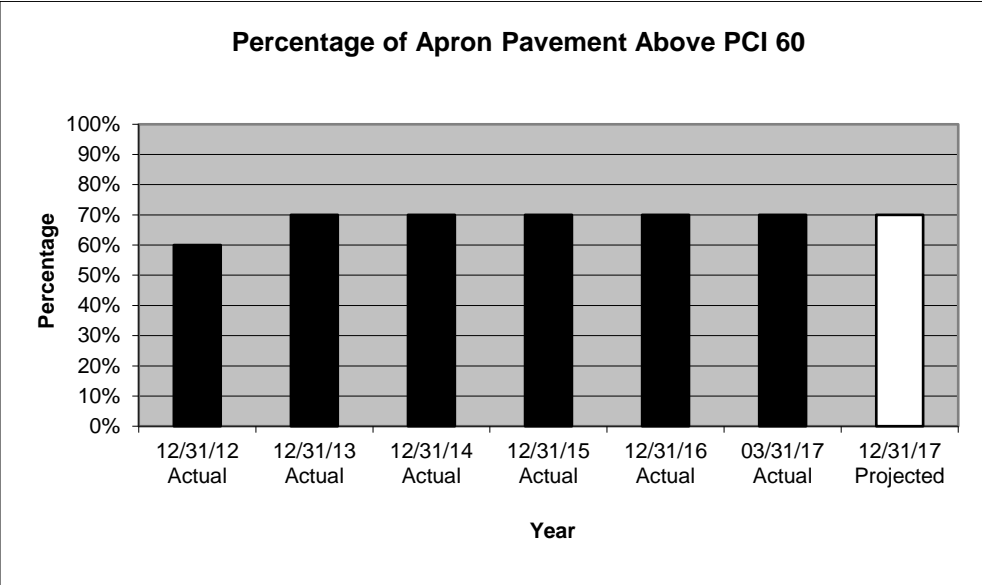
Measure 4: Percent of runway pavement above the minimum PCI value of 70

12/31/16 Actual	03/31/17 Actual	12/31/17 Projected
100%	100%	100%



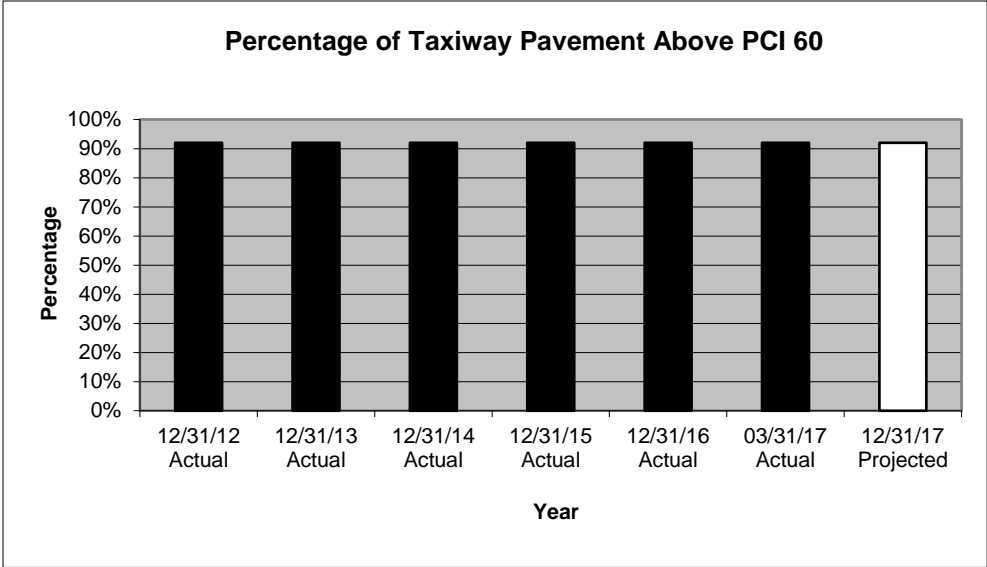
Measure 5: Percent of apron pavement above the minimum PCI value of 60

12/31/16 Actual	03/31/17 Actual	12/31/17 Projected
70%	70%	70%



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

12/31/16 Actual	03/31/17 Actual	12/31/17 Projected
92%	92%	92%



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's security efforts (fencing, lighting, public address loudspeakers, security cameras, and other deterrents) by focusing on the number of vehicle-pedestrian deviations experienced

Data Collection Method

The data is collected from both FAA and Merrill Field records.

Frequency

This measurement is performed monthly and reported both quarterly and as an annual total.

Measured By

The Assistant Airport Manager corroborates information provided by FAA and stores the data in an Excel spreadsheet.

Reporting

The Finance Manager maintains a quarterly report in Excel from the data received from the Assistant Airport Manager. The information is displayed both numerically and graphically.

Used By

The Airport Manager uses the information to track the overall effectiveness of the Airport's security efforts. The report is 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

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

Data Collection Method

The calculation is performed by determining the number of customers on the waitlist.

Frequency

The measurement is performed at the end of each quarter.

Measured By

The Service Administrator retrieves the appropriate waitlist information from the airport waitlist database and stores the data in an Excel spreadsheet.

Reporting

The Finance Manager maintains a quarterly report in Excel from the data provided by the Service Administrator. The information is displayed both numerically and graphically.

Used By

The Airport Manager uses the information to track the overall efficiency of the aircraft parking waitlist program. The report is 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

Measures 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 is performed quarterly at the end of each quarter.

Measured By

The Leasing Specialist retrieves the appropriate leasing information from the airport leasing database and stores the data in an Excel spreadsheet.

Reporting

The Finance Manager maintains a quarterly report in Excel from the data provided by the Leasing Specialist. The information is displayed both numerically and graphically.

Used By

The Airport Manager uses the information to track the overall effectiveness of the airport's leasing policy. The report is 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's pavement maintenance program by reporting the percentage of airport operating surfaces that are above established minimum Pavement Condition Index (PCI) values. (PCI of 70 or higher on Runways, and PCI of 60 or higher on Taxiways, Aprons, and Roadways on a scale of 1 – 100, with 100 being the best condition. The PCI system was developed by the Army Corps of Engineers.)

Data Collection Method

Specialized equipment is used and professional inspection made of all airport operating surfaces under the guidelines established for the Pavement Condition Index system. The methodology provides a fair and relevant representation of the total population of all airport operating surfaces.

Frequency

The measurement is performed bi-annually during the summer months. Rehabilitation of Airport runways, taxiways, and aprons increases the PCI of the improved surface, so a computation based on the square footage raises the PCI during the period between official measurements.

Measured By

A State of Alaska Department of Transportation engineer takes the measurements. Data is stored and made available on a State operated website which presents information, including PCI, at most Alaskan airports.

Reporting

The Assistant Airport Manager summarizes the information from the State website at the end of each summer season for which measurements are taken and provides it to the Finance Manager, who maintains a quarterly report in Excel. The information is displayed both numerically and graphically.

Used By

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

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.

