



## JUNEAU INTERNATIONAL AIRPORT MEMORANDUM

TO: Airport Board

THROUGH: Dave Palmer, Airport Manager 

FROM: Jerry Mahle, Airport Maint. & Ops. Sup't 

DATE: May 9, 2008

RE: Request to Extend Seasonal Equipment Operator II

This request is to convert a six-month Equipment Operator II position to a 12-month position. The additional personnel costs directly associated to this extension is \$39,000, which is offset by the reductions in the table below. This position is a higher priority, so adjustments to other budgetary items have been made as follows:

	<u>FY 09</u>	<u>FY 10</u>
Airfield 112, Part time personnel	-\$10,000	-\$10,000
Airfield 490, blades	-\$ 4,000	-\$ 4,000
Airfield 200, Travel	-\$ 6,500	-\$ 4,500
Airfield 202, Training	-\$ 500	-\$ 500
Airfield 390, Honeywell repair	-\$10,000	-\$10,000
Admin 200, Travel	-\$ 8,000	-\$10,000
Total Reduction	\$39,000	\$39,000

**Justification:**

The Airfield attempts to prioritize jobs in order of safety, security and Federal compliance. The Airport is required to meet Federal safety and security requirements. Violation for non-compliance include fines, withholding of Federal funds, and de-certification.

The Airfield Maintenance crew are falling behind in work that needs to be completed. During the winter, all personnel are dedicated to snow removal. Other maintenance must be done as weather and staffing allows.

### **Major Maintenance:**

**Maintenance of Safety Area:** Includes removal of V-ditches located at Delta and Golf (South side of r/w) taxiway area (per Federal requirement), level all concave/convex areas not within 3" allowance (for safety and per Federal requirement)

**Light Repair/Maintenance/Replacement:** Includes pumping out water from cans, re-alignment of lights (levels), refurbish old lights for efficient re-use, replacement of lights (per Federal requirements)

**Crack Sealing:** Requires four to five people during non-operational hours due to repairs on runway/taxiway to maintain integrity of pavement

**Painting:** Requires two people for small jobs, three to four people for larger/longer jobs; as well as dry (non-windy) weather and non-operational areas/hours (painting required for safety and Federal requirements)

**Mowing:** requires 1.5 weeks to mow the entire airport area (sides of runway and taxiway, safety areas, ditches, Yandukin, tiedown and other airfield areas); Runway and taxiway areas must be mowed frequently per federal requirements to inhibit bird and wildlife occupation (nesting and feeding)

**Wildlife Management:** Patrol of runway, taxiway, float pond, runway approach/ends for monitor and hazing of wildlife out of aircraft paths (per safety and Federal requirements)

**Pond Maintenance:** removal of pond weed (for safety and Federal requirement), float repair, embankment work

**Brushing:** Removal of brush along fence line (security requirement) and access road (EVAR) for clear, non-obstructed view and access (safety and Federal requirement)

**Fence Repair:** Repair and replace segments for fence and anchored poles post-Winter snow removal or wear/tear (Requirement security requirement)

### **Additional requirements:**

**Airfield Inventory** (requires all employees) approximately two weeks to complete each Spring/Summer

**Training requirements:** Annual recurrent training for: Wildlife identification training, SIDA, security ramp driver, signage training, airfield lighting electrical/computer training, grip tester/friction report training, aviation radio communication training, and snow removal safety training and seminar to all tenants

**Vacations:** Vacations are discouraged during Winter operations (unless emergency) due to peak snow/ice removal operations; 7 days/week; 24 hours/day. Personnel rules require employees to take a minimum of 1/3 of their accrued vacation leave each year. This means that all current year round airfield employees are required to take *at least 2.5* weeks of leave each year; or a cumulative minimum of 17.5 weeks is required for mandatory vacation in the summer months for airfield personnel. Additionally, airfield employees accumulate 100 hours of compensatory time during Winter operations (to avoid charging the Airport higher overtime rates, thereby saving the budget). This additional time must also be used in the summer. This equates to being short 1.5 airfield personnel for six months.

Adding one-half full time equivalent (FTE) will not solve the problem, but given the financial constraints, it is a minimal step in the right direction.