



## AIRPORT RECORD MASTER NEWSLETTER

### Airport Master Record Seminar Recap San Diego, CA



CIVIX (formerly GCR Inc.) along with the FAA Office of Airports hosted one of their semi-annual Airport Master Record Seminars from March 21-23 in San Diego, California at the Courtyard Marriott downtown hotel. This was the first seminar in 2023, as the previous seminar took place in November 2022, in New Orleans, Louisiana.

The training was conducted by Randy Collier, retired Michigan State Inspector, David Murla, Joyce Piacun, and Rich Gossen of GCR, and Jennifer Dahlstrom and Carlton Lambiasi of the FAA. There were sixteen inspectors from twelve different states that attended the training. On the first day the seminar covered the airport master record data elements for runway data, lighting and approach aids, declared distances, obstruction data, and airport services and facilities information.

On the second day the inspectors traveled to Montgomery-Gibbs Executive Airport to conduct a mock airport inspection. Inspectors participated in a tour of the airport airfield to point out numerous airport master record components and discussed inspection field procedures. Inspectors also performed a runway end obstruction survey field evaluation, measuring the distances and height of potential obstructions by collecting survey data via electronic hand-held instruments and other surveying equipment.

Inspectors met with the airport manager Charles Broadbent to conduct a pre-inspection interview going over the current airport master record report to document any changes needed to

numerous items such as operations, contacts, and published remarks.

For the final day trainers recapped the airport field obstruction survey process and discussed the National Based Aircraft Survey and airport operations collection effort. A walkthrough of the Airport Data and Information Portal (ADIP) Airport Master Records Module (AMR) and the FAA's Runway Airspace Management (RAM) Tool was also presented by the FAA, as well as discussions on future updates to the ADIP AMR Module. To view photos from the seminar, click [here](#).

## Photos from the San Diego Seminar and visit to Montgomery-Gibbs Executive Airport



Following the seminar, NASAO wanted to showcase different perspectives of the airport inspection process. We interviewed David Murla, Project Engineer with Civix, Charles Broadbent, Montgomery-Gibbs Executive Airport Manager City of San Diego, and Craig Ide, Engineer Manager, Utah Division of Aeronautics.



### Q&A with David Murla Project Engineer with GoCivix

**How long have you been with Civix/GCR?** I have been working as a civil engineer with airspace obstruction analysis for over 40 years with Civix/GCR.

**How many airport inspector seminars have you co-led as a trainer?** Since 2002, I have provided Airport Master Record Inspection training for collecting surveying obstruction data for 44 seminars.

**What do you hope the key takeaways from attendees are for the airport master record seminar classes?** The ADIIP-airport inspection training conferences brings together all participants, FAA, airport state personnel, Civix/GCR airport specialist, and NASAO to assist the states in their Airport Inspection Service Contracts with their collection and submittal of airport data to the FAA. The training conference offers a chance for all to meet in person, discuss topics, and resolve questions on the reporting of airport data for the ADIP program. A wealth of material related to the ADIP program is provided for class attendees, including contact and resource information to assist them on finding answers to questions they may have after the class.

**What are some of the largest changes that have taken place over the course of the years for the seminars?** The airport resources and help section available in the FAA's

Airport Data and Information Portal has been the biggest change in assisting State Inspectors in collecting and submitting reliable and accurate airport data. Another area of improvement we have seen is in the use of mapping technology by several states, to capture airport data using drones. More states are also using theodolites in place of a compass along with more accurate and longer distance range finders in collecting obstruction data.

**What are some of the innovations with technology/equipment that you would recommend with the inspection process?** In collecting obstruction survey data, I would recommend the following:

- Review the equipment owner's manual; know the instrument features in the field to determine if it is working properly (the use of a tripod is recommended if using hand-held equipment to obtain a more accurate/reliable measurement).
- Establish a standard surveying method/routine in collecting surveying data to assist in having a repeatable procedure for each survey to possibly avoid mistakes/blunders in the field.

**How does Civix and the FAA determine which city and airports to host the training sessions?** We consult with the FAA first to see what location they would prefer in planning to offer training conference in regions of the U.S. Since we are based in New Orleans, which is a desirable location, we typically host one annual state inspector training conference in New Orleans. For other locations, we coordinate with a state's aviation department in determining what city and nearby public use airport to use for our airport field training inspection. The location chosen is generally in a region of the US in which we have not been to in a while.

**Can you describe the collaboration process with the FAA?** For our State Airport Inspection Training, we collaborate with the FAA on the Airport Data Information Portal, content, training materials, and training focus.

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## Q&A with Charles Broadbent

Montgomery-Gibbs Executive Airport Manager  
City of San Diego

**Can you describe your background, and how long you have been the manager at Montgomery Gibbs?**

I started learning to fly at Montgomery-Gibbs Executive Airport. I am a private pilot with an instrument rating. I have an associate degree in aviation operations management from Miramar College and a Bachelor in Aeronautics from Embry Riddle Aeronautical University. I have been the Airport Manager for five years. Before that I worked in Airport Operations. I got my start in the Aviation field at Gibbs Flying Service.



**What is the process like for you to work with inspectors on the airport inspections?** Caltrans conducts the inspection at MYF. The inspector calls and schedules an inspection annually. I recommend a time earlier in the morning when air traffic is lighter so I can show the inspector all the elements of the airport. The staff works to keep the airport safe and compliant every day, so the inspection generally goes very smooth. If there are minor things that need to be addressed, the inspector discusses those items with me and then sends a letter regarding the items that need to be addressed. From time to time, there may be a faded sign that can be replaced or vegetation or a tree that may be penetrating the Part 77 surfaces. I work with airport staff, contractors, and neighboring businesses to trim any trees that may be penetrating the Part 77 surfaces. Then, I send a letter back to the Caltrans inspector letting them know that the items have been taken care of.



**When was the airport's most recent master plan? Did the airport collaborate with a consultant on the process?** We are currently going through the master plan process. The airport layout plan was completed and signed in 2019 as part of the master plan. The California Environmental Quality Act (CEQA) process is being completed. We are collaborating with C & S Companies as a consultant for the master plan process.

**Can you describe how COVID impacted the airport? What are some of the post COVID procedures that continue?** When the COVID pandemic was at its height, we had a few months of very low operations. However, since COVID regulations did not restrict flying privately, operations at the airport returned to normal levels during the pandemic. We were San Diego's busiest airport during the COVID pandemic. The FAA control tower did have reduced hours due to staffing during COVID, and there were a few times that the

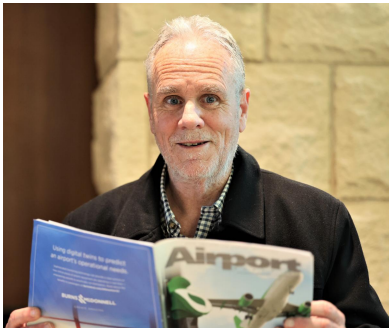
tower was closed and operations were closed so that staff would not be exposed to COVID. Laptop computers were issued so employees could work from home. Operations shifts were staggered, vehicles and work surfaces were cleaned before use. Some employees continue to work from home a few days per week post COVID.

**What is your average annual traffic and daily traffic?** Annual Operations were 307,191 in 2022 and we now average about 753 in daily operations.

**Your airport includes an environmental protected area, can you describe the challenges/ or process, with the compliance issues to safeguard the area?**

The vegetation in environmental protected areas cannot be maintained on a regular basis. If there are obstructions that need to be trimmed, the airport needs to get approval from U.S. Fish and Wildlife. The airport has a biologist on staff to help with the environmental protected areas. There are Vernal Pools that contain protected species called Fairy Shrimp. The Vernal Pools also contain an endangered plant species called San Diego Mesa Mint. Mesa Mint grows in the Vernal Pools when they are dry.

**The airport includes a restaurant, Crown Air, and Coast Air Center as the FBO's, California Aeronautical University, etc. How is the collaboration between the different entities, and the city of San Diego at the airport?** The businesses, flight schools, and tenants at the airport make Montgomery-Gibbs what it is, a busy general aviation airport. Airport patrons can learn to fly, get excellent service from an FBO, have maintenance performed, and dine at one of the restaurant options. The airport values its tenants, and staff collaborates with the different entities to ensure everything is operating smoothly.



#### **Q&A with Craig Ide**

Engineer Manager  
Utah Division of Aeronautics

**Please describe your background.** I was hired with UDOT in 1982 as an inspector and materials tester. I graduated in 1993 in civil engineering and worked in UDOT construction until 1995, then spent two years in structure design and hydrology. I transferred to Central Maintenance and helped create a maintenance management quality assurance program that was used to determine pavement distresses and recommended

statewide pavement strategies. In 2002, I transferred to the Utah Aero Division to develop the pavement management system and field inspector for Pavement Condition Inspection (PCI) data. I was assigned to Master Record Inspector in 2003 and incorporated these inspections with the pavement condition inspections. I received my pilots license in 1988 and became a certified flight instructor in 1992.

**How long have you been an inspector?** I inspected highway distresses for two years and have been with Utah Aero since 2001, approximately 24 years.

**What motivated you to become an inspector?** My assignment with the Utah Aero project management and data analysis, my expert knowledge of pavements design, on-site construction, and passion for aviation helped prepare me for this assignment.

**Malcolm Gladwell points out "that success is not solely a matter of individual talent or luck, but rather a combination of both, with the right opportunities presenting themselves to those who are prepared and able to take advantage of them."**

**How long have you been with Utah Aeronautics?** 22 years

**What were some of the key take aways from the seminar for you, that are useful to you when conducting inspections?** A learning opportunity to talk and listen to their experiences, lessons learned, and concerns.

**What are some of the unique challenges when inspecting airports in Utah?**

One person inspector and airport project management with 44 airports. We have two new hires, however they lack experience. The master record training will be a great resource as will in-the-field experience.

**When inspecting airports, do you use any cutting-edge technology? Or what equipment is most helpful to you when conducting inspections?** Yes, most useful is an iPad with Theodolite, ESRI GIS or QGIS, future use of a data collector for direct in-field data capture, use .kmz w/google earth, and this past year using drones to capture obstruction data with higher accuracy and ability to overlay in GIS for visual reference.

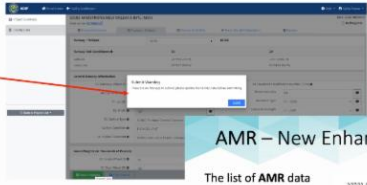
# AMR New Enhancements

## AMR New Enhancements

### Slide #48

#### AMR – New Enhancements

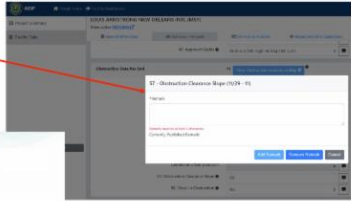
There is a new feature in ADIP which prevents a user from submitting without saving his data. An error message will be displayed as shown on the right.



### Slide #49

#### AMR – New Enhancements

The remarks entry screen now includes both the Runway and Runway End ID enabling users to have a reference when entering remarks.



### Slide #50

#### AMR – New Enhancements

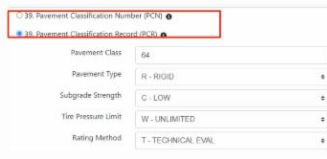
The list of AMR data **Changes Report** contains a header at the top of the page helping users view the list of changes at an airport when printing. The header contains the following information: Associated City, Airport Name (LOC ID) and Date

Runway	Action	Previous Value	New Value
Airport 102 - Air Taxi	EDIT	6304	6305
Airport 104 - General Aviation Runway	EDIT	13383	13385

### Slide #51

#### AMR – New Enhancements

Users have the option of selecting **Pavement Classification Number (PCN)** or **Pavement Classification Record (PCR)** for reporting runway pavement data. Only one pavement type can be entered per Runway – PCN or PCR.




### Slide #52

#### AMR – New Enhancements

When the value is changed from **PCN** to **PCR**, the system provides a message that all current PCN fields will clear. Users need to enter all PCR values.

Note: 5010 PDF is updated to show PCN/PCR for item #39.



## AMR Slide Descriptions

- **Slide 48:** There is a new feature in ADIP which prevents a user from submitting without saving his data. An error message will be displayed as shown on the right.
- **Slide 49:** The remarks entry screen now includes both the Runway and Runway End ID enabling users to have a reference when entering remarks.
- **Slide 50:** The list of **AMR data Changes Report** contains a header at the top of the page helping users view the list of changes at an airport when printing. The header contains the following information: Associated City, Airport Name (LOC ID) and Date
- **Slide 51:** Users have the option of selecting **Pavement Classification Number (PCN)** or **Pavement Classification Record (PCR)** for reporting runway pavement data. Only one pavement type can be entered per Runway – PCN or PCR.
- **Slide 52:** When the value is changed from **PCN** to **PCR**, the system provides a message that all current PCN fields will clear. Users need to enter all PCR values. Note: 5010 PDF is updated to show PCN/PCR for item #39.

Look for a whole new phase of AMR combined with AMR and 7480 Airport Data and Management towards the end of the year.

## Connect With Us!

### We'd Like to Hear From You!

GCR Inc. and NASAO value your input on ways to enhance and improve both the actual airport inspection process and the reporting of the inspections.

For feedback or questions, please contact:

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