

ADOT AERONAUTICS



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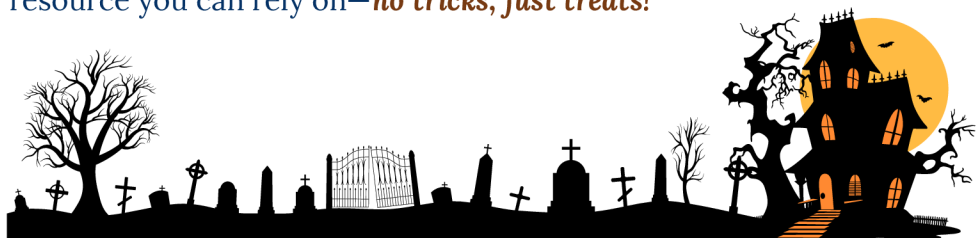
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ADOT's *Wicked* Web Updates

As Halloween approaches, we know the recent ADOT website revamp may have felt like a **bit of a trick**, with some of the familiar content **vanishing into thin air**. But **fear not!** The Aeronautics team is hard at work, making sure the resources and information that Arizona Airports have come to rely on are restored, better than ever.

While we work through updates, we request all airport sponsors to review their airport's aerial images and linked documents on the website. If your airfield geometry has taken a new shape or if any documents need to **rise from the grave**, we kindly ask that you send an update request to ADOT Aeronautics by December 13, 2024

Thank you for your patience as we **stir up** these improvements. By the time we're done, the ADOT Aeronautics website will be a resource you can rely on—**no tricks, just treats!**





Group Manager's Report



Matthew Munden
ADOT Aeronautics
Group Manager

It was great to see everyone during the recent ADOT Update at the Fall AzAA conference. A few updates on our special studies: the Triennial Study is currently with ADOT Procurement, the Land Use Study is nearly completed on schedule, and the SASP just completed its first PAC meeting on schedule. Airport development projects continue with grants in our FSL, SL, and APMS grants programs. A reminder on grant audits that the audits are to confirm airport compliance of the grants agreements. To that extent, during the audit process and for any that have questions or need assistance, please reach out to any of us and we will provide timely assistance with the audit process.

Also a reminder that should you have any questions or require further discussion, please do not hesitate to reach out. During the upcoming holiday season, as with previous years, we will not have all Aeronautics staff on leave during any day this holiday season. I plan on working through the upcoming holidays during the coming months, so feel free to reach out anytime and I will be around.

Meet Your Grant Manager: Sonia Pizano

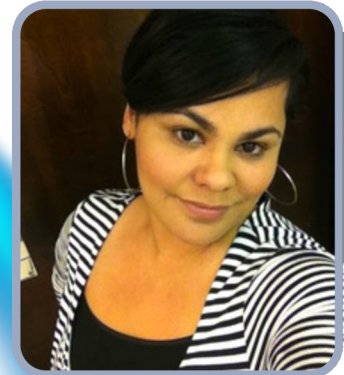
Outside of work, Sonia's greatest joy is spending quality time with her family—whether grilling on a Sunday, dancing in the kitchen on Friday nights, or making tamales with plenty of laughs, music, and wine. She also loves decorating and tackling DIY projects around her home, which allow her to unwind and get creative.

Sonia's two furry companions, Chulo, a 7-year-old Maltese, and Jax, a 1½-year-old Bullmastiff, keep her busy and bring joy and plenty of chaos to her life.

In her downtime, Sonia enjoys watching documentaries and biographies, always intrigued by people's lives and histories. She also carries with her a piece of wisdom from her father: ***"Stay young as long as you can, because life only gets harder the older you get"***—advice she lives by daily.

In the spotlight this newsletter is Sonia Pizano, who has been with ADOT Aeronautics for four years, playing a vital role in managing the grants that fund essential projects across Arizona's airports.

Working closely with these airports, Sonia finds the most rewarding part of her job is delivering the exciting news of awarded funds and knowing she's contributing to their growth and development.



Sonia Pizano
Airport
Grants Manager





Eerie Engineer's Corner

Thank you **witches and warlocks** for your increased communication and coordination over the past several weeks. The **spell I cast** during the Grants 303 session during the Fall AzAA conference seems to be working and we're looking forward to continuing to support you, **your coven**, and your airport development projects. After I **rise and return from the zombie land** of maternity leave, I plan to start a monthly training forum to **enhance the spell's effects**. We will have 30 to 45 minute sessions to **dig through the cobwebs** and discuss grant agreement requirements. I will also share our **secret tricks** to grant performance. You won't want to miss these **treats!** If you ever have any questions or are unsure about a requirement / process, **fear us not**, and reach out anytime.



Carmen Rose
ADOT Aeronautics
State Airport Engineer



Reminders:

- ACIP updates are due to ADOT in the ACIP portal by Oct. 31, 2024.
- Signed ACIP programs are due to the FAA by November 10, 2024.
- I will be out on maternity leave starting in mid-November with a plan to return full time in early February. During my absence, Matthew Munden and your assigned Grants Manager will be your main points of contact.
- I will review any design and document submissions provided prior to November 8, 2024. Matthew Munden will complete the reviews and review meetings while I'm on leave.
- If you have received an FAA grant and are planning to request an ADOT match grant, please submit the request to Carmen Rose and Matthew Munden no later than Friday December 13, 2024.
- We are still on track to start site visits and pavement evaluations for the Triennial Study in Early 2025. I'll provide updates upon my return from leave.

Airport Audits & Apparitions

As we approach the end of October, it's a good time to ensure your airport is audit-ready. Several airports are currently being audited, and many have been **spooked** by similar issues. While audits can feel as **unsettling as a haunted house**, there's no need to **fear** if you're prepared. Here are some common "**frights**" we've seen:

1. Disappearing Quarterly Reimbursement Requests:

Much like a **ghost**, these have a habit of **vanishing** when they're needed most. Be sure to send your reimbursement requests each quarter to avoid this **haunting** issue. If you have none to submit that quarter, notifying your grants manager will suffice!

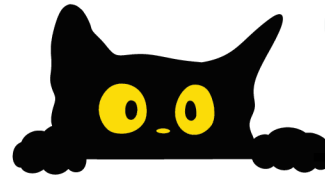
2. Outdated Project Schedules Creeping Up: Don't let outdated schedules **sneak up** on you. If your schedule changes from the one you completed at the end of the ADOT grant agreement, we need an updated one! Doing so will ensure your project timelines are regularly updated to avoid **unwanted surprises**.

3. Weekly Construction Reports That Have Gone Missing: These reports are mandatory for construction projects—don't let them become **invisible**. Make sure they're submitted on time, every week.

4. Monthly Design Reports Lost in the Shadows: These reports can't be overlooked. If you're working on a design, planning, or land acquisition grant, remember to submit these monthly updates, so they don't come back to **haunt you** later.

To avoid an **audit nightmare**, keep your ADOT grant manager involved and communicate often. Using the ADOT-provided checklists is like having a **flashlight in a dark maze**—it will help guide you through the process and ensure you're fully prepared. Reach out to your grants manager if you need a copy.

This Halloween, don't let your paperwork **play tricks on you**. Stay ahead of your deadlines, keep everything in order, and you'll **treat** yourself to a smooth audit season!



Boo!



ADOT is hiding around the corner!

We don't have any tricks or treats
All we want to do
Is ensure you can pass an audit with ease

We beg you not to fear
Simply submit the right paperwork
And you'll be in the clear

We'll keep the creatures at bay
When you send reports, contracts, documents
Don't shy away

It's nothing new
We've dusted the cobwebs off the old checklists
We all must ensue.

We are here to help you find
The skeletons in your closet
Before an audit report isn't so kind

As we all transition and raise the bar
Feel free to jump on your broomstick
Or just give us a call

We're on the same team
We're not ghosts, ghouls, or goblins
ADOT wishes you a Happy Halloween

Lurking

Land Use Study Update

Airport of the Year 2025

As we look ahead to the new year, it's time to start thinking about submissions for the prestigious Airport of the Year Award. This highly coveted award has been a staple in Arizona's aviation community for over 30 years, recognizing excellence in airport management, operations, and community engagement. Being named Airport of the Year is a testament to the hard work and dedication of Arizona's airports, highlighting their contribution to the aviation industry and the communities they serve.

Airport sponsors should begin considering what makes their airport stand out—whether it's operational efficiency, outstanding project execution, or significant improvements in customer experience. This is the time to reflect on your airport's achievements over the past year.

We'll be sharing more detailed information on the submission process in our next newsletter, which will be released early in the new year. In the meantime, start gathering your success stories, milestones, and innovations that could set your airport apart.

Stay tuned, and good luck to all our Arizona airports!

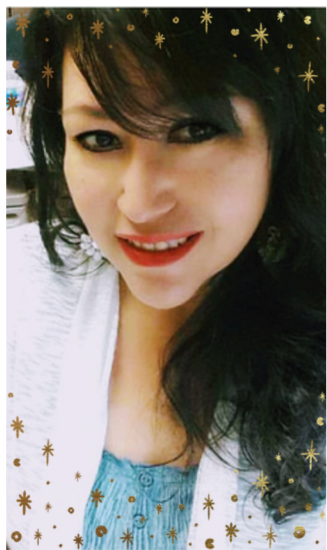
We're **thrilled** to announce that the long-anticipated Arizona Airport Land Use Manual is **creeping** closer to completion, with finalization set for the end of the year! To bring this **ghastly** good news to life, the Arizona Department of Transportation Aeronautics Group will be **conjuring up** a series of informative webinars. These three distinct sessions are designed to **cast a spell** on airport representatives, municipal governments, real estate professionals, and developers, introducing them to the Land Use Manual and its powerful implementation tools.

The webinars are **hauntingly** planned for early December, and the exact dates will soon **materialize** in your inbox—so stay tuned, **if you dare!**



New Airport Assignments ~ Margie's Departure

*Best
of
Luck*



Margie Cerda
Departing ADOT
Aeronautics
Grants Manager

Margie Cerda's last day with Aeronautics was October 25, 2024. She has accepted a new position within the Office of Partnering at ADOT. We wish her all the best as she transitions into her new position.

For the time being, Jeff Webbe and Sonia Pizano will serve as the two Grants Managers for Aeronautics and each will be assigned half of the State's airports. We request your patience as we make this transition. The new Grants Manager Assignments will be provided in the near future.

Carmen Rose serves as the main point of contact for all APMS related items. During her leave, please include Matthew Munden on all APMS email correspondence.

After more than six years, Margie reflected on the supportive partnership Aeronautics has built with airports across Arizona. In her own words:

“ —

I have accepted a promotional opportunity as a Facilitator for ADOT. I'm looking forward to new opportunities to make a difference. I have very much enjoyed working with you for the past 6+ years. My phone number and email should remain the same. Feel free to say 'hi' to me every now and then to let me know how you are doing. I will miss you. Thank you again for the wonderful relationships and friendships. - Margie Cerda

Matthew Munden	Aeronautics Group Manager	602-501-3152
Carmen Rose	State Airport Engineer	602-851-5295
Sonia Pizano	Airport Grants Manager	480-952-8107
Jeff Webbe	Airport Grants Manager	520-683-5024

If you have an aviation event you'd like mentioned or featured in our newsletter, please send details to aeronautics@azdot.gov.

Please be on the LOOKOUT

We will be sending a document with new GRANT MANAGER ASSIGNMENTS very soon.