

# AZSITE

## ARIZONA'S CULTURAL RESOURCE INVENTORY



## ANNUAL REPORT TO THE GOVERNOR FISCAL YEAR 2013-2014



# **AZSITE Consortium Annual Report to the Governor’s Office For the Period July 1, 2013, Through June 30, 2014**

## **Introduction**

In 1995, three state agencies—the State Historic Preservation Office (SHPO), a division of Arizona State Parks, the Arizona State Museum (ASM), and Arizona State University (ASU)—and one private museum, the Museum of Northern Arizona (MNA), signed a memorandum of agreement that created the AZSITE Consortium (Consortium), with the perpetual goal to computerize and share electronically archaeological and historical site files for the State of Arizona. This information is extremely important to private companies and municipal, state, and federal agencies in order to comply with historic preservation laws. The Consortium goals are detailed in Table 1. In 2006, Governor’s Executive Order 2006-03 identified the Consortium and the original four founding agencies as the official decision-making and planning body within Arizona’s Executive Branch for the AZSITE database and Geographic Information System (GIS) inventory of Arizona’s historical and archaeological properties. The integration now permits AZSITE users to have up-to-date information on a property’s eligibility status to the Arizona and National Registers of Historic Places (A/NRHP), project sponsors, and other related information that was heretofore scattered among many separate locations. This report summarizes AZSITE’s activities during the 2013–2014 fiscal year and the latest five years of operation under the Executive Order.

**Table 1. AZSITE Goals**

- |   |
|---|
| <ul style="list-style-type: none"><li>• To serve as Arizona’s inventory of known historical and archaeological cultural resources.</li><li>• To provide information about previously documented historic and archaeological sites and previously conducted surveys.</li><li>• To assist state and local agencies in meeting federal and state mandates.</li><li>• To serve as a tool for the preservation of resources through planning, for the review of projects for compliance with federal and state preservation legislation, and as a research tool for qualified researchers.</li><li>• To provide data for improved review of state agency planning processes.</li><li>• To provide security for data related to location of archaeological sites.</li></ul> |
|---|

### **A Brief History of AZSITE – Arizona’s Cultural Resource Inventory**

Following its creation in 1995, the Consortium spent several years in planning and meeting with private, state, federal, tribal, and municipal land use planners, archaeologists, and cultural resource managers to consider what type of information the database needed to include and who should have access to it. It was quickly clear that archaeological and historical site data were maintained in over two dozen municipal, state, federal, and private agencies across the state. This caused considerable delays and cost for companies and agencies that conducted archaeological research. Furthermore, the centralized database would need to be electronic and internet accessible, it needed to be very secure to protect sensitive archaeological information, and that it would have to be based on a fee for service because no single agency had the necessary funding. The planning phase was funded by one-time grants from federal and state agencies. The database went online in 1998 as a test product. Private contract agencies quickly began to apply to use it, even though data were not complete, and were willing to pay for the services electronic data could offer. Initially the database held records from the ASM, ASU, and the MNA. Data from the United States Bureau of Land Management (BLM) and from the SHPO were soon being added. In 2000, AZSITE began charging for access to the database. Over the past several years, AZSITE has developed a funding base that includes annual user fees and grants from federal and state agencies. These fees cover ongoing development of the system and annual operating expenses for staff, equipment, software licenses, and travel.

### **Consortium Structure Under Executive Order 2006-03**

The Executive Order created an Executive Management Board (Board), comprised of the director (or designee) of the four entities that manage AZSITE (see Table 2). The Chair is selected from among these four entities on an annual rotating basis. The Executive Order also created a Standing Advisory Committee (Advisory Committee), which may be composed of representatives from the Governor’s Office, a state agency, a federal agency with an Arizona presence, a tribal preservation office, and a private cultural resource management consulting firm.

<b>Table 2. Membership of the Board and Advisory Committee</b>		
<b>Calendar Year</b>	<b>Executive Management Board</b>	<b>Standing Advisory Committee</b>
2010	<ul style="list-style-type: none"> <li>• Carol Griffith, SHPO, Chair</li> <li>• Robert Breunig, MNA</li> <li>• C. Michael Barton, ASU</li> <li>• Barnet Pavao-Zuckerman, ASM</li> </ul>	<ul style="list-style-type: none"> <li>• Michael Anable, Governor's Office</li> <li>• Julie Hoff, Arizona Library, Archives, &amp; Public Records</li> <li>• Gerald Kelso, Natural Resources Conservation Service</li> <li>• Barnaby Lewis, Gila River Indian Community</li> <li>• Christine Markussen, EnviroSystems Management</li> </ul>
2011	<ul style="list-style-type: none"> <li>• Barnet Pavao-Zuckerman, ASM, Chair</li> <li>• James Cogswell, SHPO</li> <li>• Robert Breunig, MNA</li> <li>• Arleyn Simon, ASU</li> </ul>	<ul style="list-style-type: none"> <li>• Gerald Kelso, Natural Resources Conservation Service, Chair</li> <li>• Kevin Kinsall, Governor's Office</li> <li>• Julie Hoff, Arizona Library, Archives, &amp; Public Records</li> <li>• Barnaby Lewis, Gila River Indian Community</li> <li>• Christine Markussen, EnviroSystems Management</li> </ul>
2012	<ul style="list-style-type: none"> <li>• Barnet Pavao-Zuckerman, ASM, Chair</li> <li>• James Cogswell, SHPO</li> <li>• Kelley Hayes Gilpin, MNA</li> <li>• Arleyn Simon, ASU</li> </ul>	<ul style="list-style-type: none"> <li>• Julie Hoff, Arizona Library, Archives, &amp; Public Records, Chair</li> <li>• Kevin Kinsall, Governor's Office</li> <li>• Barnaby Lewis, Gila River Indian Community</li> <li>• Christine Markussen, EnviroSystems Management</li> <li>• Federal Representative (vacant)</li> </ul>
2013	<ul style="list-style-type: none"> <li>• Arleyn Simon, ASU, Chair</li> <li>• Barnet Pavao-Zuckerman, ASM</li> <li>• James Cogswell, SHPO</li> <li>• Ted Neff, MNA</li> </ul>	<ul style="list-style-type: none"> <li>• Julie Hoff, Arizona Library, Archives, &amp; Public Records, Chair</li> <li>• Kevin Kinsall, Governor's Office</li> <li>• Barnaby Lewis, Gila River Indian Community</li> <li>• Christine Markussen, EnviroSystems Management</li> <li>• Allen Dart, Natural Resources Conservation Service</li> </ul>

2014	<ul style="list-style-type: none"> <li>• Barnet Pavao-Zuckerman, ASM, Chair</li> <li>• Arleyn Simon, ASU</li> <li>• James Cogswell, SHPO</li> <li>• Ted Neff, MNA</li> </ul>	<ul style="list-style-type: none"> <li>• Christine Markussen, EnviroSystems Management, Chair</li> <li>• Julie Hoff, Arizona Library, Archives, &amp; Public Records</li> <li>• Kevin Kinsall, Governor's Office</li> <li>• Barnaby Lewis, Gila River Indian Community</li> <li>• Allen Dart, Natural Resources Conservation Service</li> </ul>
------	--	---

**Recent Consortium Activities Under Executive Order 2006-03**

**July 2009 – June 2010**

- Board reviewed and approved an initial plan for the AZSITE map application (AZmap) upgrade.
- Board discussed and defined procedures for noncompliance large dataset requests.
- Advisory Committee recommended and Board approved a new short-term user group to accommodate out-of-state user's minimal needs.
- Board approved further funding to complete MNA data entry.

**July 2010 – June 2011**

- AZmap was upgraded to an ArcGIS Server providing better ability to develop user tools. Three new tools developed to enhance the usability of AZSITE – UTM Search Tool, Multiple Point Search Tool and Enhanced Buffer Query Tool.
- A data-transfer test of the AZSITE/SHPO integration project was successfully accomplished.
- Completed the digitizing and uploading of the MNA cultural resource data. Started the scanning project to bring scanned copies of the MNA original data online.
- Board approved the purchase of a new server to begin the Report Scanning Project – an initiative to scan all non-collection cultural resource survey reports and make them available through AZSITE.
- Board approved a new user category to allow small cultural resource management businesses an affordable option to use AZSITE in their work.

**July 2011 – June 2012**

- The first data-transfer for the AZSITE/SHPO integration project was made available through the AZmap application.

- SHPO paper map data was uploaded and linked to A/NRHP determinations and SHPO documentation; made available via the AZmap application.
- “New Sites” layer was generated providing the base location of newly recorded cultural resources within the last 30 days.
- Initial transfer and consolidation of all web-based searches to new servers was made.
- AZSITE web presence was remodeled with a new web page design.
- Webinar tutorials begun to teach use of AZmap application and proper data submission.
- Implemented a 30 non-consecutive day user account for occasional users of AZSITE.
- Reduced backlog on entering negative-finding surveys into AZSITE to 90 days from receipt.

#### **July 2012-June 2013**

- Board authorized funds to combine AZSITE servers at ASU, enhance website access pages and utility, provide a secure portal for a report library, and enhance security.
- Completed entry of legacy site and project information from the MNA site files into AZSITE and scanned all paper reports and site cards for later addition to AZSITE.
- Entered into a cooperative agreement with the SHPO to scan its cultural resource reports for eventual inclusion in the AZSITE report library.
- Added a Historical Structures layer to the map application, consisting of the location and attribute information on approximately 800,000 standing structures from the SHPO database.
- Incorporated the automatic uploading of compliance-based site and project information from the SHPO database into AZSITE.
- Initiated development of a 5-Year Plan to direct its growth and enhance its user base.
- Negotiated a 2-year contract with the City of Phoenix and a 5-year contract with the Western Area Power Administration to update and maintain cultural resources within their jurisdictions and rights-of-way.

#### **July 2013-June 2014**

- **Determined that the “legacy data” on the ASM USGS 7.5’ topographic maps is effectively complete.**
- **The AZSITE Document Library has been tested and is working. ASM reports are downloadable from the AZSITE website.**
- **Initiated software development to add SHPO and MNA reports to the AZSITE Document Library.**

- **Initiated software development to add MNA site cards to the document download page.**
- **Completed first and second phase of Western Area Power Administration maintenance agreement – corrected all data within their project areas and ensuring that newly submitted data will be visible on AZSITE in 45 days.**
- **Developed plans to include a “UTM project locator number” to link SHPO documents with AZSITE documents.**
- **Over 162,000 pages from thousands of SHPO reports were scanned for downloading to authorized AZSITE users through the AZSITE Library.**
- **ASU has begun a project to incorporate its legacy data into AZSITE. So far, over 27,000 pages from over 700 ASU reports have been scanned for the AZSITE Library, 522 projects (87%) of the project files have been examined and organized, and 309 site GIS shapefiles have been generated.**
- **Completed a City of Phoenix maintenance agreement, correcting all site and project information within their municipal boundary, and ensuring that newly submitted data will be visible on AZSITE in 45 days.**

### **Recent Database Usage**

At the end of fiscal year 2014, the AZSITE database contained 89,205 site records, including 2,285 bridges; the majority are prehistoric sites but a substantial amount consists of historic-period sites, such as mines, railroads, telegraph lines, artifact scatters, and roads. A total of 24,047 projects, primarily cultural resource surveys, are also in the database. Approximately 877 new sites were uploaded and 2,456 site boundaries were corrected or verified. 708 new surveys were added to the database this fiscal year and another 3,923 boundaries verified or corrected. The websites, attribute files, and the AZmap application receive on the average 141 “hits” per day combined from users who are checking data on-line. Table 3 details the number of user agreements, individual users, and electronic data requests over the past five years. Table 4 provides information on the breakdown of user agreements by agency type. As with past years, roughly 60% of user agreements were issued to private companies, usually archaeological consulting firms or engineering firms with archaeologists on staff, and 28% were issued to state or federal agencies. The number of record searches conducted by ASM personnel (Table 3) shows a marked increase over the decline in search requests that started in the 2012–2013 fiscal year. This hopefully may reflect a reversal of the economic recession, in that real-estate developers and other clients are again requesting archaeological consulting services and their use of AZSITE.



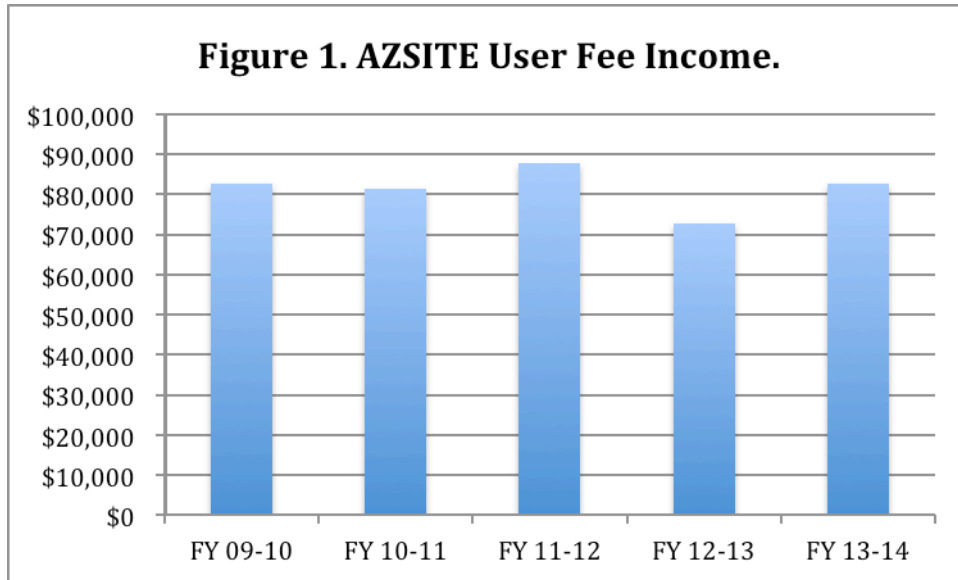
Fiscal Year	# User Agreements Issued	Total # Users	# Requests for Data
2010	81	261	291*
2011	85	314	339*
2012	79	265	188
2013	84	279	126
<b>2014</b>	<b>74</b>	<b>284</b>	<b>240</b>

\* Only includes requests for spatial data, not copies of documents.

Fiscal Year	# Private Companies	# State & Local Agencies	# Federal Agencies	# Tribal Agencies	# Educational Institutions
2010	48	8	10	4	11
2011	50	9	11	4	11
2012	51	8	9	2	9
<b>2013</b>	<b>50</b>	<b>11</b>	<b>12</b>	<b>4</b>	<b>7</b>
<b>2014</b>	<b>44</b>	<b>13</b>	<b>7</b>	<b>4</b>	<b>6</b>

### **AZSITE Funding**

AZSITE users are required to pay user fees for access to the database. The fees are graduated depending on the number of users an institution wishes to access the database. Fees range from \$1,275 per annum for one to three users, \$2,900 per annum for four to nine users, and \$4,900 per annum for ten or more users. AZSITE continues to offer a 10% discount if user fees are paid in advance before December 31. Occasional users are permitted access for 30 days throughout the calendar year for a \$300 fee, or up to three months access at \$180 per month. This allows smaller companies the use of AZSITE. These generally are companies who do a modest business of a few projects annually and cannot afford the higher “anytime access” that the large companies can justify. The income from all these fees is presented in Figure 1. It does not cover the full expenses of running AZSITE and each of the four managing institutions contributes staff and operational funds annually, as well as occasional grant funds. Table 5 provides operating expenses, by agency, for the 2013–2014 fiscal year. User fees usually cover approximately 30% of AZSITE costs. Annual funding from the BLM provides approximately 11%; member agencies cover the remaining 56% of expenses.



**Table 5. AZSITE Operations Budget, FY 2013-14**

<b>Agency</b>	<b>Budget Item</b>			<b>Total Expenses</b>
	<b>Personnel</b>	<b>Travel</b>	<b>Operations</b>	
ASM	\$284,413	\$2,365	\$8,508	\$295,286
ASU, Institute for Social Science Research <sup>1</sup>	\$25,000	–	–	\$25,000
ASU, School of Human Evolution and Social Change	\$12,280	–	–	\$12,280
SHPO	\$15,300	–	–	\$15,300
MNA	\$5,800	–	–	\$5,800
<b>Total Expenses</b>	<b>\$342,793</b>	<b>\$2,365</b>	<b>\$8,508</b>	<b>\$353,666</b>

<sup>1</sup> Entire funding provided under a national programmatic agreement with the BLM and SHPO.

**Goals for 2014-2015**

The Consortium has identified three goals to pursue for the forthcoming fiscal year:

**Keeping up with the ongoing level of submissions to AZSITE**—As mentioned above, the backlog in old submissions has been eliminated. However, several thousand projects and sites statewide from recently submitted surveys are in the AZSITE queue, which can mean a considerable delay from the time a survey is entered to the time its results are displayed on AZSITE. A maximum 30-day time

frame would be ideal. However, meeting this goal is contingent on increased staffing.

**Creation of an online data entry module**—Currently, information is submitted through a variety of templates using software such as Access. Online entry would speed the submission and verification process, thus lowering costs for consultants and for AZSITE.

**Update AZSITE user entry forms and policy statements**—The present documents were developed in the early 2000s, when the Internet was in its infancy, computer networking rarely extended beyond a single building, and “the cloud” was actually a cloud in the sky. The consortium is working with private consultants, State Parks Information Technology staff, and other stakeholders to update these agreement documents to provide the necessary site-location safeguards as well as accommodate the advances in computer and internet technology.

### **Conclusion**

Through the cooperation of the Consortium, land managing agencies within the State of Arizona, and private cultural resource management companies working within the state’s boundaries, AZSITE is arguably one of the best state-level online cultural resources and historic property information systems in the nation. The AZSITE system receives, processes, and distributes data electronically while successfully integrating its data management with state mandates. Of primary importance, AZSITE strives to provide new data to the system and make it available to its constituents as quickly as possible. The more quickly data are processed and made available for research and infrastructure development, the better the cultural history of Arizona can be preserved. With state and federal monies, institutional subsidy of staff time and supplies, and user fees, AZSITE maintains a sophisticated, accessible, and secure digital archive. However, with the increasing demands on the system, the need for continuing software and hardware upgrades, and the necessity of hiring qualified personnel to operate and manage the system, the income generated by AZSITE user fees is inadequate. New revenue streams for AZSITE must be developed. This remains one of the Consortium’s primary challenges for the future.

## Arizona State Parks

1300 W. Washington Street  
Phoenix, Arizona 85007

Reservations (520) 586-2283  
Info & TTY (602) 542-4174  
Fax (602) 542-4180

*Equal Employment Opportunity  
Agency. This document is  
available in alternative formats.  
Contact the ADA Coordinator  
at (602) 542-4174.*

