

# **AZSITE Board Meeting Minutes**

**October 19, 2016**

**10:00am**

**State Historic Preservation Office**

**1100 W. Washington Street**

**Phoenix, AZ**

A quorum was obtained

Called to order at 10:25am

Introduction of AZSITE Board

Members present:

Jim Cogswell, SHPO

Kelley Hays-Gilpin, MNA (via Web)

Arleyn Simon, ASU (via Web)

Jim Watson, ASM (via Web)

Also present:

Teresa Gregory, ASM

Todd Pitezal, ASM (via Web)

Mary-Ellen Walsh, SHPO

Approval of July 2016 meeting minutes

- No corrections; Motion passed.

Confirmation of 2017 Chair and Vice-Chair

- Rotating current Vice-Chair Watson to 2017 Chair; Watson accepted.
- Simon was previously elected for 2017 Vice-Chair; Simon accepted.

Financial report (Watson):

- Watson informed Board of that the Arizona State Museum (ASM) is currently revising their rates and fees that should be confirmed by January. ASM is restructuring due to SB1418 and will be separating ASM from AZSITE for accounting purposes, and they are working with a fee expert.
- The FY15-16 ended with a balance of \$18,952. The current FY16-17 revenue is \$3,570. Keep in mind most of the AZSITE monies arrive in December and January.
- Announced that Todd Pitezal is the new ASM Head of Mandated Programs.

Continued discussion of APS data download (Gregory and Cogswell):

- APS user (Jason Ramsey) account still deactivated.
- Discussion of letter from Jon Shumaker (APS, 9/22/2016) who is signatory and in a different department regarding this incident.
- Cogswell as AZSITE Chair will follow up with Jon and Jason. User account will not be activated again.

Update on WECC proposal for access to AZSITE data (Gregory):

- ASM and Arizona Board of Regents is currently voided the WECC contract. It should be between WECC and the AZSITE Board.

- Cogswell as AZSITE Chair will sign the new contract.

Update on CLG Layer for 2017 Presentation (Gregory):

- By December, emails and applications will be sent to the seven City Planners that expressed interest in the new 2017 Certified Local Government (CLG) layer on AZSITE.

Special AZSITE data requests

- Tierra Right-of-Way is requested to submitted a newly revised letter agreement for AZSITE by changing the view to a 500 x 500 meter buffer and the presence/absence of attribute data. This will allow for a preliminary screening level by the client to assess the best route possible future survey by an archaeologist.
- Vote to accept a revised letter agreement as state above; Motion by Watson, Second by Kelley, all approved.

National Forest Service interest in AZSITE (Cogswell)

- Cogswell has been working with National Forest Service for more than 16 years to get data for AZSITE. This would be similar to the Collins data from SHPO. NFS would provide shapefiles and attributes every year for upload.
- This will help fill in some of the current gaps in AZSITE data.
- Currently, three NFS have given their provisional approval: Apache-Sitgraves, Kaibab and Tonto.

Update on ASM land ownership policies (Cogswell)

- All state-owned land information will be supplied to AZSITE.
- There is a need to update land jurisdictions in AZSITE. Suggestions that this information may be found at the County Tax Assessor (Pitezal) or ADEQ (Walsh).

In-Use Modern Linear features (Cogswell)

- Pitezal stated this policy is still being drafted by ASM and is not a mandated program by the state; he will email agencies and SHPO.
- Pitezal suggested that GIS shapefiles be supplied by contractor, then to SHPO, then uploaded to AZSITE.
- Cogswell mentioned the geocoding of SHPO's historic structures layer costing about \$250; and SHPO cannot manage this additional Modern Linear data as well. It would require a new department.
- Walsh stated that some records are already required by SHPO, and perhaps coordinates can be provided.
- Pitezal stated that the AZSITE Board must issue a statement about this, and currently there is no cost.
- Watson suggested that the Board wait until the ASM restructure.
- Simon mentioned the overall backlog and overlay issues this might cause.
- A staff meeting at SHPO will be scheduled in the future by Cogswell.

Update on BLM meeting on July 11, 2016 (Gregory)

- Gregory and Matt Basham (BLM) met to discuss the annual monies to AZSITE, BLM data and the possibility of federal grant money for an online Entry Module that would benefit AZSITE.
- Gregory submitted the Entry Module background information and needs to Matt for a Oct 15 grant proposal. We should hear back by February 2017 if the grant was approved.

Public comment:

- No public comment.

Next meeting will be held;

**Monday, January 11, 2017 at 10:00am in Tuscon**

Location: Arizona State Museum

A Motion to adjourn by Hays-Gilpin; second by Simon.

Adjourned at 11:44am