ORGAN PIPE CACTUS NATIONAL MONUMENT

Natural and Cultural Resources Management

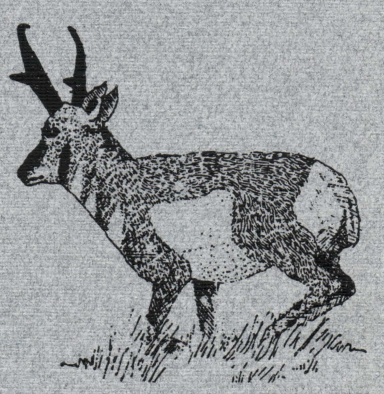
OPERATIONS PLAN

FY 1995

Prepared by:

The Division of Natural and Cultural Resources Management
Organ Pipe Cactus National Monument

October 1994



ORGAN PIPE CACTUS NATIONAL MONUMENT

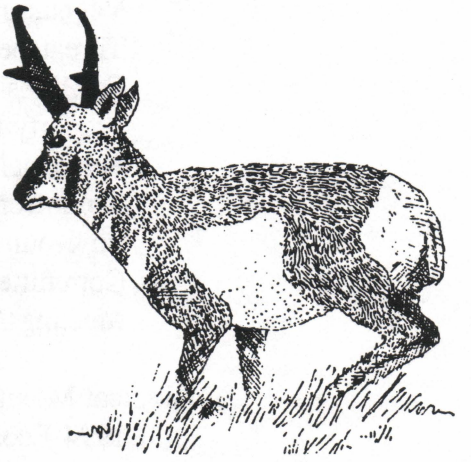
Natural and Cultural Resources Management

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Organ Pipe Cactus National Monument



ORGAN PIPE CACTUS NATIONAL MONUMENT

Natural and Cultural Resources Management
OPERATIONS PLAN
FY 1995

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INTRODUCTION

Organ Pipe Cactus National Monument, established in 1937, is located in southwestern Arizona and is geographically near the center of the Sonoran Desert. The monument encompasses 330,689 acres, of which 95% (312,600 acres) is designated wilderness. On October 26, 1976, the United Nations Education, Scientific and Cultural Organization (UNESCO) recognized and designated Organ Pipe Cactus National Monument as a Biosphere Reserve. The primary significance of the monument is the perpetuation of a sample of the Sonoran Desert. Although the monument includes only a small portion of the vast Sonoran Desert, it preserves many elements of that ecosystem.

RESOURCE THREATS AND ISSUES

Like many other National Park areas, the greatest threats to the resources of Organ Pipe Cactus National Monument are a result of the effects of development on lands adjacent to the monument. The primary resource management concern is the continued urbanization and agricultural development near the southern boundary of the monument, in the neighboring state of Sonora, Mexico. Of concern to monument management is the effect on native plants and animals of herbicide and pesticide drift, invasion of non-native flora and fauna, and most significantly, groundwater depletion in the Sonoyta Valley.

Although a research database exists for the monument, there is still a lack of basic data necessary to fully understand park resources and related threats. Threats to water resources include alteration of natural flow regimes and groundwater levels, degradation of park water quality, floodplain management and wetlands protection, water rights, and related resource issues such as accelerated erosion. In addition, other pressing concerns include the protection of threatened, endangered, and rare plant and animal species and communities, air quality management, evaluation of visitor use impacts and limits, protection and management of wilderness, abandoned mine lands mitigation, control of trespassed livestock and revegetation of impacted sites.

NATURAL AND CULTURAL RESOURCES MANAGEMENT PROGRAM

The current Natural and Cultural Resources Management and Research Program at Organ Pipe Cactus National Monument encompasses a broad array of activities designed to both address resource threats and issues and to develop an on-going system of monitoring and evaluating the status of monument natural and cultural resources. The majority of natural resources management activities are carried out by existing monument staff. Historic preservation activities such as historic site inspections are implemented by monument staff, while archeological activities are closely coordinated with the Western Archeological Conservation Center, Tucson, AZ. In FY 1995, there are approximately forty identified research projects on-going within the monument. These projects all have defined Principal Investigators and do not include activities, such as ecological monitoring, that are carried out by monument resources management staff. Research administration is coordinated by the resources management division with assistance from the National Biological Survey, Cooperative National Park Resources Studies Unit (CPSU/UA). In addition, support for on-going natural and cultural resources management activities is provided by the natural and cultural resources staff of the Southern Arizona Group Office and the Western Regional Office.

DIVISION OF NATURAL AND CULTURAL RESOURCES MANAGEMENT

STAFF

Permanent

James J. Barnett
Division Chief
Primary Responsibilities:
Natural and Cultural Resources Program Management, Administration and Planning

Jonathan F. Arnold
Resources Management Specialist
Primary Responsibilities:
Ecological Monitoring and RM Volunteer Program

Timothy Tibbitts
Wildlife Biologist
Primary Responsibilities:
Research Administration, Wildlife Management

Susan Rutman
Plant Ecologist
Primary Responsibilities:
Vegetation Management, Environmental Compliance

Thomas N. Potter
Geographer
Primary Responsibilities:
Geographic Information System, Information Management and Collections Management

VACANT
Ecologist
Primary Responsibilities:
Information Management, Data Evaluation and Assessment

Charles W. Conner
Biological Technician
Primary Responsibilities:
Ecological Monitoring and Integrated Pest Management

Ami C. Pate
Biological Technician
Primary Responsibilities:
Ecological Monitoring and Air Quality

Seasonal

Dennis Casper
Biological Technician
Primary Responsibilities:
Revegetation

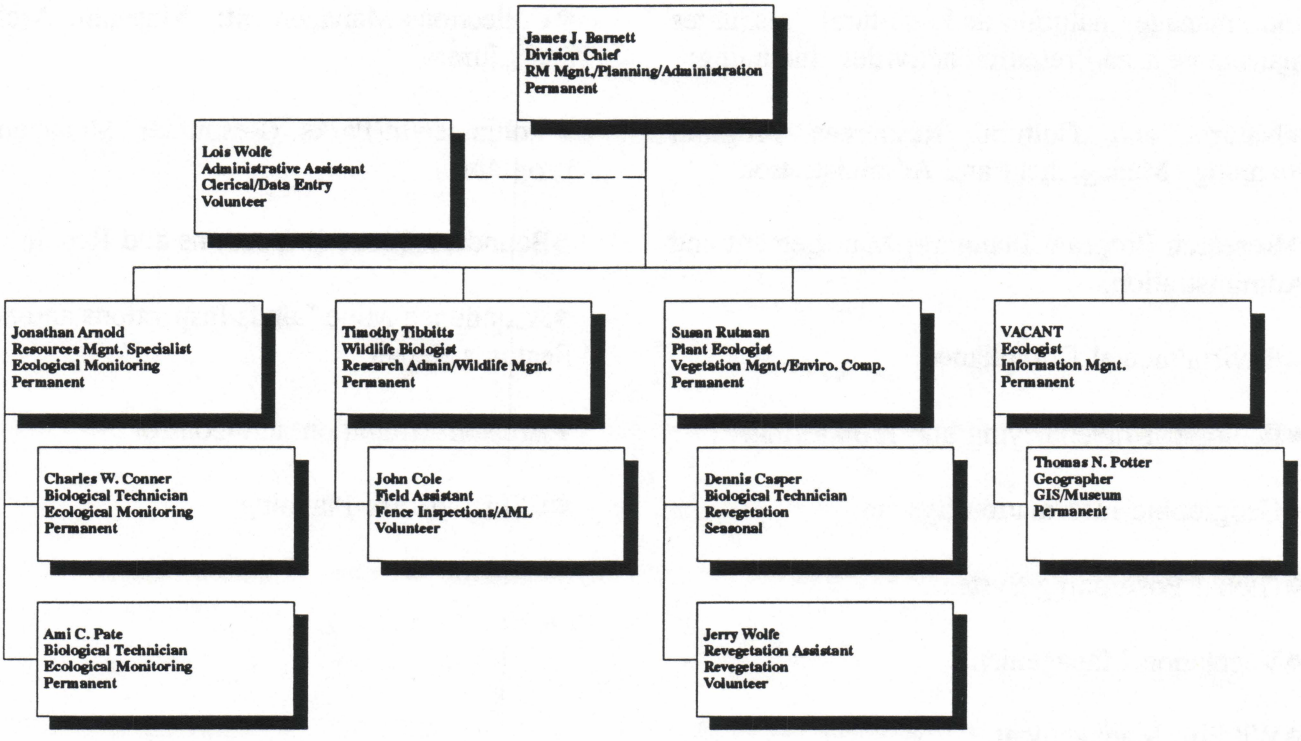
Volunteers

John Cole
Field Assistant
Primary Responsibilities:
Boundary Fence and Abandoned Mine Lands Inspection & Repairs

Jerry Wolfe
Revegetation Assistant
Primary Responsibilities:
Revegetation

Lois Wolfe
Administrative Assistant
Primary Responsibilities:
Clerical and Data Entry

ORGAN PIPE CACTUS NATIONLA MONUMENT
Divsion of Natural & Cultural Resources Management
FY 1995 Organization Chart



ROLE AND FUNCTION STATEMENTS

Role

The Division of Natural and Cultural Resources Management is responsible to the Superintendent for the planning, direction and coordination of the monument's Natural and Cultural Resources Management and Research Program.

Function

The function of the Natural and Cultural Resources Management Division is to administer and manage natural and cultural resources management and research activities, including:

- Natural and Cultural Resources Program Planning, Management and Administration.
- Research Program Planning, Management and Administration.
- Environmental Compliance.
- Ecological Inventorying and Monitoring.
- Geographic Information System.
- Global Positioning System.
- Vegetation Management.
- Wildlife Management.
- Threatened, Endangered and Sensitive Species Management.
- Non-Native Species Control.
- Backcountry/Wilderness Management.
- Man and the Biosphere Program.
- Integrated Pest Management.
- Historic Preservation.
- Archeological Surveys and Site Preservation.
- Resources Management/Research Computer and Information Management.
- Air Quality Monitoring.
- Water Resources Monitoring: Quality and Quantity.
- Collections Management: Museum, Archives and Library.
- Volunteer-In-Parks (Resources Management) Program.
- Boundary Fence Inspections and Repair.
- Abandoned Mine Lands Inspections and Safety Features Repair.
- Erosion Mitigation and Control.
- Wildland Fire Planning.

FY 1995 OPERATIONS PLAN

This FY 1995 Operations Plan outlines natural and cultural resources management and research activities and projects to be accomplished during the year. The information is presented in a programming sheet format and is designed for use by resources management staff. Activities and projects are identified under specific categories, including Resources Management and Research Administration, Ecological Monitoring Program, Information Management, Vegetation Management, Threatened, Endangered & Sensitive Species, Water Resources/Air Resources, Cultural Resources, Collections Management, Integrated Pest Management, Other Field Activities and Research. Completion times and lead responsibilities are assigned. Some information in the program sheets are repeated throughout sections to facilitate ease of use (i.e. Investigator's Annual Report tasks are both under Administration and Research). Responsibilities for projects and activities fall primarily with the monument Resources Management staff. Although most foreseeable activities are outlined in the plan, the document is meant to be flexible to address issues that may arise during the year.

CATEGORIES

•Resources Management and Research Administration

- Fiscal Tracking and Programming.
- Activities Reporting.
- Resources Management Plan.
- Investigators Annual Report.
- Vegetation Management Plan.
- Threatened, Endangered and Sensitive Species Plan
- Facilities.
- Property Management.
- Personnel.
- Volunteers-In-Parks.
- Environmental Management Committee.
- Committees.
- Meetings, Conferences.

•Ecological Monitoring Program (EMP)

- 1994 EMP Annual Report.
- 1995 Monitoring.
- 1995 -New Projects.
- EMP Advisory Committee.

•Information Management

- Geographic Information System.
- Global Positioning System.
- Remote Sensing.
- Hardware/Software/Databases.

•Vegetation Management

- General Nursery/Greenhouse.
- Revegetation/Restoration.
- Ajo Mountain Drive Revegetation Project.
- Dowling Ranch Restoration.
- Woodcutting.
- Quitobaquito Vegetation.
- Non-Native Vegetation.
- Vegetation Management Plan.
- Research.

•Threatened, Endangered & Sensitive Species

- Permits/Reports.
- Sonoran Pronghorn.
- Lesser Long-Nosed Bat.
- Quitobaquito Desert Pupfish.
- Desert Bighorn Sheep.
- Threatened, Endangered and Sensitive Species Plan.

- **Water Resources/Air Resources**

  - Water Resources.
  - Air Resources.

- **Cultural Resources**

  - Archeology.
  - Historic Preservation.
  - Abandoned Mine Lands.

- **Collections Management**

  - Museum.
  - Archives.
  - Library.

- **Integrated Pest Management (IPM)**

  - General IPM.
  - Africanized Honey Bees.
  - Cockroaches.
  - Non-native Fish (Quitobaquito).
  - Aphids.
  - Historic Structures.

- **Other Field Activities**

  - Quitobaquito.
  - Boundary Fence Inspections & Repairs.
  - Fire Monitoring.

- **Research**

  - General.
  - Southwest Parks and Monuments Association.
  - Natural Resources Preservation Program.

FY 1995 PRIMARY GOALS

NO.	GOAL	RESPONSIBLE INDIVIDUAL
	NATURAL AND CULTURAL RESOURCES PLANNING AND ADMINISTRATION	
1	Complete Natural and Cultural Resources Management Plan (RMP) Revision and submit for approval. Transfer data into RMP software.	Jim Barnett
2	Complete Natural and Cultural Resources Management Procedures Manual.	Ami Pate
3	Host Southern Arizona Resources Managers Advisory Group Meeting.	Jim Barnett
4	Preparation of Program Documentation Records.	Jim Barnett
	ECOLOGICAL MONITORING PROGRAM (EMP)	
5	Prepare Annual Report for 1994 Monitoring Program.	Jon Arnold
6	Implement full monitoring program for rodents, birds, special status plants, endangered species, bats, reptiles, land use trends, air quality, climate and groundwater.	Jon Arnold
7	Initiate editing and publication of EMP final reports.	Jon Arnold
8	Prepare and publish EMP monitoring handbook and 1993 Annual Report.	Jon Arnold
9	Continue development of EMP database management program through a Cooperative Agreement with the Advanced Resources Technology Lab, University of Arizona and an Interagency Agreement with the U.S. Air Force.	Tom Potter
10	Continue Ecological Monitoring Advisory Committee.	Jim Barnett
11	Evaluate EMP study sites.	EMPAC
12	Develop light pollution monitoring protocol.	Jon Arnold
13	Research, evaluate and test the use of scent stations for monitoring mammals.	Tim Tibbitts

NO.	GOAL	RESPONSIBLE INDIVIDUAL
	ECOLOGICAL MONITORING PROGRAM (EMP)	
14	Develop a protocol for calibration and replacement of climate station equipment.	Charles Conner
15	Conduct repeat photography associated with Peter Warren's grazing recovery study.	Jon Arnold
16	Prepare EMP presentation and prepare at Wilderness Conference.	Jon Arnold
	INFORMATION MANAGEMENT	
17	Continue development of regional database through a Cooperative Agreement with the Advanced Resources Technology Lab, University of Arizona and an Interagency Agreement with the U.S. Air Force.	Tom Potter
18	Develop remote sensing/GIS airborne video assessment through a Cooperative Agreement with the Advanced Resources Technology Lab, University of Arizona and an Interagency Agreement with the U.S. Air Force.	Tom Potter
19	Continue development of a GIS predictive model through a Cooperative Agreement with the Advanced Resources Technology Lab, University of Arizona and an Interagency Agreement with the U.S. Air Force.	Tom Potter
20	Revise and update the monument's GIS Plan, including preparation of a 2-year work strategy.	Tom Potter
21	Coordinate with Andrea Eddy, USGS, the development of a monument geology map and associated products.	Tom Potter
	VEGETATION MANAGEMENT	
22	Develop and implement a program for monitoring and mitigating woodcutting along the monument's southern boundary.	Sue Rutman
23	Evaluate effectiveness of and develop standards for the revegetation program.	Sue Rutman
24	Evaluate and develop a site plan for the restoration of the Dowling Ranch property.	Sue Rutman

NO.	GOAL	RESPONSIBLE INDIVIDUAL
	VEGETATION MANAGEMENT	
25	Review non-native plants list and make recommendations for control.	Sue Rutman
26	Work with researchers to develop an update to the monument's vegetation checklist.	Sue Rutman
27	Draft Vegetation Management Plan.	Sue Rutman
	THREATENED, ENDANGERED & SENSITIVE SPECIES	
28	Continue monument participation on the Sonoran Pronghorn Core Working Group.	Jim Barnett
29	Continue monitoring of populations of lesser long-nose bats and Quitobaquito desert pupfish.	Tim Tibbitts
30	Coordinate and work with the Arizona Game & Fish Department on the aerial survey of desert bighorn sheep.	Jim Barnett
31	Draft Threatened, Endangered & Sensitive Species Plan.	Tim Tibbitts
	WATER RESOURCES	
32	Complete geohydrology study of the QBQ springs and present findings to monument staff.	USGS/ Jim Barnett
33	Evaluate options and implement selected alternative for the protection of monitoring wells.	Charles Conner
	AIR RESOURCES	
34	Evaluate and recommend alternatives for visibility monitoring at the monument. Implement recommended alternative.	Ami Pate
	CULTURAL RESOURCES	
35	Initiate development of an archeological GIS base map.	Tom Potter
36	Perform historic preservation maintenance at needed sites.	SOAR/ORPI
37	Inspect and repair safety features at all hazardous mine lands sites.	Tim Tibbitts

NO.	GOAL	RESPONSIBLE INDIVIDUAL
	MUSEUM/ARCHIVES/LIBRARY	
38	Obtain all WACC ANCS records, merge with monument records and back-up ANCS data to tape.	Tom Potter
39	Evaluate monument herbarium and provide recommendations for preservation and collections management.	Sue Rutman
40	Evaluate monument mammal, birds, reptiles and amphibians collection and provide recommendations for preservation and collections management.	Tim Tibbitts
41	Work with Richard Bailowitz to conserve monument's entomology collection and receive training on collection care.	Tom Potter
42	Perform data entry - monument library card catalog onto Pro-Cite.	Tom Potter
	INTEGRATED PEST MANAGEMENT (IPM)	
43	Implement Africanized Honey Bee IPM Plan.	Charles Conner
44	Work with contractor Gerry Hodenbach to develop and implement IPM plans for historic structures.	Charles Conner
	OTHER FIELD PROJECTS	
45	Perform weekly inspections of the Quitobaquito area.	Ami Pate
46	Inspect and repair boundary fence along the monument's northern, southern and eastern boundaries.	Tim Tibbitts
47	Implement fire monitoring at Gachado and Hocker.	Charles Conner
	RESEARCH	
48	Develop new research certification documentation and tracking forms.	Tim Tibbitts
49	Evaluate all current research and provide status reports for each through the Investigator's Annual Report format.	Tim Tibbitts
50	Finalize collection/research permit format.	Tim Tibbitts

PROGRAMMING SHEETS



RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
FISCAL TRACKING AND PROGRAMMING		
- Cultural Resources Preservation budget call.	Jim Barnett	10/05/94
- Systemwide Archeological Inventory Program budget call.	Jim Barnett	10/05/94
- Collections Backlog Cataloging budget call.	Jim Barnett	10/05/94
- Museum Preservation and Protection budget call.	Jim Barnett	10/05/94
- Rotating Resource Base budget call.	Jim Barnett	10/22/94
- Prepare draft of FY 1995 budget identifying anticipated expenditures.	Jim Barnett	10/31/94
- Equipment Replacement budget call.	Jim Barnett	04/15/95
- Annual Cultural Cyclic Maintenance budget call.	Jim Barnett	06/01/95
- Annual Natural Cyclic Maintenance budget call.	Tim Tibbitts	06/01/95
- Annual GIS budget call.	Tom Potter	08/15/95
- Annual Water Resources budget call.	Jim Barnett	08/15/95
- U.S. Air Force Legacy budget call.	Tim Tibbitts	08/15/95
- Update of 575's on Automated Finance System.	Jim Barnett	As Needed
- DI-1 preparations utilizing PPFS.	RM Staff	As Needed

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ACTIVITIES REPORTING		
- FY 1995 Resources Management & Research Operations Plan.	Jim Barnett	10/14/94
- FY 1995 Project Logs.	Jim Barnett	10/14/94
- FY 1994 Annual Volunteer Report.	Jon Arnold	11/30/94
- 1994 Annual Threatened, Endangered & Sensitive Species Report.	Tim Tibbitts	11/30/94
- 1995 Threatened, Endangered & Sensitive Species permit update.	Tim Tibbitts	11/30/94
- Resources Management Highlights submission.	Jim Barnett	12/15/94
- RM Procedures Manual - DRAFT.	Ami Pate	12/15/94
- Annual 10-254 submission to the National Catalog.	Tom Potter	01/15/95
- Briefing statements for Congressional budget hearings.	Jim Barnett	01/31/95
- Resources Management Plan Update.	Tim Tibbetts	01/31/95
- Annual Superintendent's Report - Resources Management Section.	Jim Barnett	01/31/95
- Threatened & Endangered Species Summary and Expenditures Report.	Jim Barnett	01/31/95
- Prepare and issue collection/research permits.	Tim Tibbitts	02/01/95
- Collections Management Report.	Tom Potter	02/15/95
- 1994 Integrated Pest Management Use Report.	Charles Conner	02/15/95
- 1995 Integrated Pest Management Use Requests.	Charles Conner	02/15/95
- 1994 Ecological Monitoring Program Annual Report - DRAFT.	Jon Arnold	04/05/95
- RM Procedures Manual - FINAL.	Ami Pate	04/30/95

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ACTIVITIES REPORTING		
- 1994 Ecological Monitoring Program Annual Report - FINAL	Jon Arnold	06/15/95
- Inventory of museum property.	Tom Potter	07/15/95
- FY 1996 Operations Plan - DRAFT	Jim Barnett	09/01/95
- FY 1996 Operations Plan - FINAL.	Jim Barnett	09/30/95
- Status of Property Report.	Tom Potter	09/30/95
- Preparation of Program Documentation Records.	Jim Barnett	09/30/95
- Research summary.	Tim Tibbitts	Monthly
- Tabulation of backcountry use records.	Sue Rutman	Monthly
- Travel schedule.	Jim Barnett	Monthly
- Volunteer activity/time summary.	Jon Arnold	Monthly
- Monthly work schedules.	Jon Arnold	Monthly
- Brief project status reports.	RM Staff	Monthly
- Weekly work logs.	RM Staff	Weekly
RESOURCES MANAGEMENT PLAN		
- Final RMP Edit.	Jim Barnett	12/15/94
- Send RMP to SOAR/WRO for signatures.	Jim Barnett	01/15/95
- Print and distribute RMP and input into RMP software	Jim Barnett	06/15/95
- Develop 10-238s for all RMP project statements.	Tim Tibbitts	08/15/95

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
INVESTIGATOR'S ANNUAL REPORT (IAR)		
- Review and formalize procedures for preparing IAR.	Tim Tibbitts	11/12/94
- Update 1994 Researchers and Projects List.	Tim Tibbitts	11/12/94
- Update researcher's mailing list.	Tim Tibbitts	11/12/94
- Memo to researchers for 1994 IAR (include 1994 IAR form, copy of 1993 IAR - if applicable - and keyword list.	Tim Tibbitts	11/12/94
- Follow-up memo to researchers (if necessary) for 1994 IAR.	Tim Tibbitts	01/15/95
- Enter all IAR data into database and send to Western Region and CPSU/UA.	Tim Tibbitts	01/31/95
- Remove completed research projects from active files.	Tim Tibbitts	02/15/95
- Prepare IAR summary of all research.	Tim Tibbitts	02/15/95
VEGETATION MANAGEMENT PLAN		
- Outline for Vegetation Management Plan.	Sue Rutman	04/15/95
- Vegetation Management Plan - 1st DRAFT.	Sue Rutman	09/30/95
THREATENED, ENDANGERED & SENSITIVE SPECIES PLAN		
- Outline for TES Plan.	Tim Tibbitts	04/15/95
- TES Plan - 1st DRAFT.	Tim Tibbitts	09/30/95

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
FACILITIES		
- Modify Resources Center for temporary offices - RM Prof. positions.	Tom Potter/ Jon Arnold	10/12/94
- Obtain semi-permanent office space - RM Prof. positions.	Jim Barnett	09/30/95
PROPERTY MANAGEMENT		
- Inventory all property in the Sonoran Desert Bio. Res. Center	Tom Potter	12/01/94
- Update property inventories on the computer	Tom Potter	12/01/94
- Update hardware and software inventory for all RM computers.	Tom Potter	02/02/95
- Inventory all capitalized property.	Tom Potter	07/31/95
- Status of Property Report.	Tom Potter	09/30/95
PERSONNEL		
- Summary of FY 1994 accomplishments.	RM Staff	10/01/94
- Prepare FY 1995 work plan.	Jim Barnett	10/15/94
- Draft of FY 1994 performance appraisals, FY 1995 performance standards and FY 1995 employee development forms.	Jon Arnold/ Jim Barnett	10/22/94
- Final FY 1994 performance appraisals and awards documentation.	Jim Barnett/ Jon Arnold	10/29/94
- Final FY 1995 critical elements.	Jim Barnett/ Jon Arnold	10/29/94
- Final FY 1995 employee development forms.	Jim Barnett/ Jon Arnold	10/29/94
- Career planning meeting (Jim Barnett with individual staff members).	Jim Barnett	12/01/94

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
PERSONNEL		
- Finalize PD update for RM Specialist (GS-09) and submit to SOAR.	Jim Barnett	12/31/94
- Finalize PD update for Bio. Tech. (GS-05) and submit to SOAR.	Jim Barnett	09/30/95
- Resources Management staff meetings.	RM Staff	Monthly
- Tabulate weekly work logs.	Jim Barnett	On-going
- Update weekly work log spreadsheet.	Jim Barnett	On-going
- Training/orientation for new staff.	RM Staff	On-going
VOLUNTEERS-IN-PARKS (VIP)		
- FY 1994 Annual Volunteer Report.	Jon Arnold	11/30/94
- Contact returning volunteers and verify arrival dates for FY 1996.	Jon Arnold	08/16/95
- Interview and select replacement volunteers for FY 1996 if appropriate.	Jon Arnold	08/27/95
- Update VIP database for FY 1996.	Jon Arnold	09/01/95
- Complete list of FY 1996 projects and assignments.	Jon Arnold	09/15/95
- Assign lead VIPs and supervisors for all VIP projects for FY 1996.	Jon Arnold	09/15/95
- Develop volunteer work schedule for FY 1996.	Jon Arnold	09/15/95
- Monthly volunteer summaries.	Jon Arnold	Monthly
- Volunteer schedules.	Supervisors	Monthly

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ENVIRONMENTAL MANAGEMENT COMMITTEE (EMC)		
- Finalize EMC project reporting system.	Sue Rutman	02/01/95
- Coordinate and conduct EMP meetings.	Sue Rutman	As Needed
COMMITTEES		
- ORPI Environmental Management Committee (Chairperson).	Sue Rutman	-
- ORPI Environmental Management Committee (RM Rep.).	Jon Arnold	-
- Western Region Resources Management Advisory Group.	Jim Barnett	-
- Southern Arizona Clean Air Partnership.	Ami Pate	-
- Western Region GIS Advisory Group.	Jim Barnett/ Tom Potter	-
- Southern Arizona Resources Managers Advisory Group.	RM Staff	-
- ORPI Ecological Monitoring Program Advisory Committee.	Jim Barnett	-
- ARC/INFO Users Group	Tom Potter	-
- Arizona Interagency Desert Tortoise Group (Tentative)	Tim Tibbitts	-
MEETINGS/CONFERENCES		
- Wilderness Conference.	Jon Arnold	11/94
- Desert Fishes Council Meeting.	Charles Conner	11/94
- Southern Arizona Resources Managers Meeting - ORPI.	RM Staff	02/95
- George Wright Society Meeting.	Jim Barnett	04/95

ECOLOGICAL MONITORING PROGRAM
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
1994 ECOLOGICAL MONITORING PROGRAM ANNUAL REPORT		
- EMP Annual Report: Nocturnal Rodents - Data entry.	Jon Arnold/ Ami Pate	11/15/94
- EMP Annual Report: Vegetation Structure and Diversity in Natural Communities - Update field data sheets, photocopy and label/file slides.	Ami Pate	11/15/94
- EMP Annual Report: *Atamisquea emarginata* - Data entry.	Ami Pate	11/15/94
- EMP Annual Report: *Cyprinodon macularius eremus*- Data entry.	Ami Pate	11/15/94
- EMP Annual Report: *Cyprinodon macularius eremus* - Graphics, tables, charts and summary report.	Charles Conner	11/22/94
- EMP Annual Report: Nocturnal Rodents - Statistical analysis.	Jon Arnold	11/29/94
- EMP Annual Report - Acuna Cactus - Data entry.	Ami Pate	12/01/94
- EMP Annual Report - Organ Pipe and Senita Cacti - Data entry.	Charles Conner	12/01/94
- EMP Annual Report: Acuna Cactus - Data tabulation.	Ami Pate	12/05/94
- EMP Annual Report: Birds - Data entry.	Jon Arnold	12/19/94
- EMP Annual Report: Nocturnal Rodents - Graphics, tables, charts and summary report.	Jon Arnold	12/30/94
- EMP Annual Report: Vegetation Structure and Diversity in Natural Communities - Graphics, tables and summary report.	Ami Pate	12/30/94
- EMP Annual Report: Acuna Cactus - Graphics, tables, charts and summary report.	Ami Pate	12/30/94
- EMP Annual Report: Organ Pipe and Senita Cacti - Statistical analysis, graphics, tables, charts and summary report.	Jon Arnold	12/30/94

ECOLOGICAL MONITORING PROGRAM
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
1994 ECOLOGICAL MONITORING PROGRAM ANNUAL REPORT		
- EMP Annual Report: *Atamisquea emarginata* - Graphics, tables, charts and summary report.	Ami Pate	12/30/94
- EMP Annual Report: *Peniocereus striatus* - Data entry and summary report.	Charles Conner	12/30/94
- EMP Annual Report: Birds - Graphics, tables, charts and summary report.	Jon Arnold	12/30/94
- EMP Annual Report: Lizards - Graphics, tables, charts and summary report.	Charles Conner	01/03/95
- EMP Annual Report: Air Quality - Summary report.	Ami Pate	02/15/95
- EMP Annual Report: Climate - Graphics, tables, charts and summary report.	Charles Conner	02/15/95
- EMP Annual Report: Land Use Trends - Acquire annual reports from SARH and the power company.	Charles Conner	03/01/95
- EMP Annual Report: Land Use Trends - Estimates of current water pumpage.	Charles Conner	03/15/95
- EMP Annual Report: Land Use Trends - Label and file photopoint photographs.	Charles Conner	03/15/95
- EMP Annual Report: Land Use Trends - Graphics, tables, charts and summary report.	Charles Conner	03/15/95
- 1994 EMP ANNUAL REPORT - DRAFT.	Jon Arnold	04/05/95
- 1994 EMP ANNUAL REPORT - FINAL.	Jon Arnold	06/15/95

ECOLOGICAL MONITORING PROGRAM
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
1995 ECOLOGICAL MONITORING		
- Implement perennial vegetation monitoring at five sites.	Jon Arnold	11/30/94
- Implement monitoring protocol for Land Use Trends.	Charles Conner	12/30/94
- Implement monitoring protocols for organ pipe and senita cacti.	Jon Arnold	01/31/95
- Implement monitoring protocol for acuna cactus.	Charles Conner	03/30/95
- Implement monitoring protocol for Land Use Trends.	Charles Conner	04/30/95
- Implement monitoring protocol for birds at seven core sites.	Jon Arnold	05/15/95
- Incorporate EMP research doc. notebooks into general research files.	Tim Tibbitts	05/15/95
- Implement monitoring protocol for reptiles at fourteen sites.	Charles Conner	05/30/95
- Implement monitoring protocol for rodents at twelve sites.	Charles Conner	07/31/95
- Implement monitoring protocol for bats at five sites.	Jon Arnold	07/31/95
- Implement monitoring protocol for *Peniocereus striatus*.	Charles Conner	08/30/95
- Implement monitoring protocol for reptiles at fourteen sites.	Charles Conner	08/30/95
- Implement monitoring protocol for *Atamisquea emarginata*.	Charles Conner	08/30/95
- Activities schedule for 1995 EMP Annual Report.	Jon Arnold	08/30/95
- Monitor groundwater and summarize data at identified locations.	Ami Pate	Quarterly
- Service and summarize data from nine automated climate stations and eight rain gauges.	Ami Pate	Monthly
- Air quality monitoring - NADP, particulates and radiation.	Ami Pate	Weekly

ECOLOGICAL MONITORING PROGRAM
FY 1995
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ACTIVITY	LEAD INDIVIDUAL	DUE DATE
1995 - NEW PROJECTS		
- Desert Bighorn Sheep survey with AZGF.	Jim Barnett	12/30/94
- Add new organ pipe cacti on monitoring plots.	Jon Arnold	02/27/95
- Establish photopoints for organ pipe and senita cacti.	Charles Conner	02/27/95
- Develop protocol for climate station calibration, equipment replacement and station turnover.	Charles Conner	02/27/95
- Photopoints - Grazing Recovery.	Charles Conner	04/15/95
- Identify and evaluate special status plants not currently in monitoring program.	Sue Rutman	04/15/95
- Develop program for simplifying wildlife observation recordings.	Tim Tibbitts	05/15/95
- Evaluate and test scent stations for monitoring mammals.	Tim Tibbitts	06/01/95
- Identify and evaluate new bat monitoring sites and new time of year for monitoring.	Tim Tibbitts	06/01/95
- Add more sites for monitoring nocturnal rodents.	Jon Arnold	07/30/95
- Work with NBS to edit and publish in technical report series - EMP final reports.	Jon Arnold	09/30/95
- Investigate options for monitoring other mammal species.	Tim Tibbitts	09/30/95
- Monitor light pollution.	Jon Arnold	09/30/95
- EMP training video.	Ami Pate	09/30/95
- Evaluate options for amphibian monitoring.	Tim Tibbitts	09/30/95

ECOLOGICAL MONITORING PROGRAM
FY 1995
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ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ECOLOGICAL MONITORING PROGRAM ADVISORY COMMITTEE (EMPAC)		
- Evaluate EMP study sites.	Jim Barnett	10/30/94
- Develop EMPAC goals for FY 1995.	Jim Barnett	12/01/94
- Incorporate FY 1995 goals into the FY 1995 Operations Plan.	Jim Barnett	02/15/95
- EMPAC meetings.	Jim Barnett	Quarterly

INFORMATION MANAGEMENT
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GEOGRAPHIC INFORMATION SYSTEM (GIS)		
- Set-up and configure digitizing table.	Tom Potter	10/15/94
- Outline for Database Management System - Ecological Monitoring Program.	ART/ Tom Potter	12/30/94
- GIS Plan Revision - with two year work plan - DRAFT.	Tom Potter	12/30/94
- GIS Training - ORPI Staff.	Tom Potter	01/30/95
- GIS Plan Revision - with two year work plan - FINAL.	Tom Potter	02/27/95
- Inventory and evaluation of maps for conversion to digital format.	Tom Potter	03/15/95
- Evaluate and input wildlife observations into GIS.	Tom Potter	04/15/95
- Develop GIS applications for other divisions.	Tom Potter	05/01/95
- Evaluate creation of wildlife habitat maps.	Tom Potter	05/01/95
- Database Management System and Report.	ART/ Tom Potter	06/01/95
- Production of GIS layer for water sources.	Tom Potter	06/30/95
- Geology map.	Tom Potter	07/01/95
- Linkage of still video with GIS.	Tom Potter	09/30/95
- Production of first habitat map - desert tortoise.	Tom Potter	09/30/95
- Preliminary report on Northern Sonoran Desert Ecological Monitoring Model.	ART/ Tom Potter	09/30/95
- Participate as a member of the ARC/INFO Users Group.	Tom Potter	On-going

INFORMATION MANAGEMENT
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GEOGRAPHIC INFORMATION SYSTEM (GIS)		
- Coordinate activities with the Advanced Resources Technology Lab on on-going GIS development - Regional Database.	Tom Potter	On-going
- Coordinate activities with the Advanced Resources Technology Lab on on-going GIS development and Legacy projects - EMP database and GIS predictive model.	Tom Potter	On-going
- Establish and develop a network of contacts with GIS community including hardware and software vendors and federal, state and private GIS specialists.	Tom Potter	On-going
- Coordinate with Andrea Eddy, USGS, the development of monument geology map and associated products.	Tom Potter	On-going
GLOBAL POSITIONING SYSTEM (GPS)		
- Weekly tape backup of GPS base station.	Tom Potter	Weekly
- Correction and format transfer of GPS field data - i.e. map production.	Tom Potter	Monthly
- Operate GPS base station.	Tom Potter	Monthly
REMOTE SENSING		
- Develop Cooperative Agreement Amendment and documentation for GIS/Airborne Video - Remote Sensing Project with ART.	Tom Potter	10/30/95
- Coordinate ART remote sensing project.	Tom Potter	On-going
PC HARDWARE/SOFTWARE/DATABASES		
- Back-up all RM PC hard drives.	RM Staff	Weekly
- Compress all RM PC hard drives.	RM Staff	Monthly
- Maintain RM PC hardware/software/databases.	Tom Potter	On-going

VEGETATION MANAGEMENT
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GENERAL NURSERY/GREENHOUSE		
- Evaluate and recommend options for management of existing plant stocks.	Sue Rutman	01/30/95
- Manage and maintain nursery/greenhouse stock.	Sue Rutman	On-going
- Develop contacts with Soil Conservation Service Plant Materials Center.	Sue Rutman	On-going
- Nursery/greenhouse inspections.	Sue Rutman	Daily
REVEGETATION/RESTORATION		
- Review and organize all revegetation files.	Sue Rutman	11/30/94
- Examine and evaluate revegetation sites.	Sue Rutman	02/27/95
- Evaluate effectiveness of and develop standards for the revegetation program.	Sue Rutman	09/30/95
- Complete landscaping of the front of the Resource Center.	Sue Rutman	09/30/95
- Monitor Stack Property test sites.	Sue Rutman	-
- Monitor and maintain revegetation sites.	Sue Rutman	On-going
AJO MOUNTAIN DRIVE REVEGETATION PROJECT		
- Complete documentation notebooks.	Sue Rutman	03/30/95
DOWLING RANCH RESTORATION		
- Evaluate and develop site plan for the restoration of the Dowling Ranch Property.	Sue Rutman	07/30/95

VEGETATION MANAGEMENT
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
WOODCUTTING		
- Meet with Gary Nabhan, Arizona Sonoran Desert Museum, to discuss research, monitoring and management of woodcutting along the southern boundary of the monument.	Sue Rutman	11/30/94
- Develop and implement program for monitoring and mitigating woodcutting along the monument's southern boundary.	Sue Rutman	04/15/95
QUITOBAQUITO (QBQ) VEGETATION		
- Develop management and protection options for the pomegranate and fig orchards at QBQ.	Sue Rutman	09/30/95
- Develop alternatives for controlling vegetation in the channel.	Sue Rutman	09/30/95
NON-NATIVE VEGETATION		
- Review non-native plants list and make recommendations for control.	Sue Rutman	09/30/95
VEGETATION MANAGEMENT PLAN		
- Outline for Vegetation Management Plan.	Sue Rutman	04/15/95
- Vegetation Management Plan - 1st DRAFT.	Sue Rutman	09/30/95
RESEARCH		
- Work with researchers to develop an update to the monument's vegetation checklist.	Sue Rutman	07/30/95

THREATENED, ENDANGERED & SENSITIVE SPECIES
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
PERMITS/REPORTS		
- Annual Threatened, Endangered & Sensitive Species permits update.	Tim Tibbitts	11/30/94
- Threatened, Endangered & Sensitive Species Report.	Tim Tibbitts	11/30/94
- Threatened & Endangered Species Summary and Expenditures Report.	Jim Barnett	01/31/95
- Update and maintain Threatened, Endangered and Sensitive Species files.	Tim Tibbitts	On-going
SONORAN PRONGHORN		
- Aerial survey - United States - Radio collars.	Jim Barnett	12/01/94
- Sonoran Pronghorn Core Working Group participation.	Jim Barnett	On-going
LESSER LONG-NOSED BAT		
- Guano collection at Copper Mountain.	Tim Tibbitts	05/01/95
- Implementation of census protocol.	Tim Tibbitts	07/31/95
- Monitoring of roost at Copper Mountain.	Tim Tibbitts	Monthly
QUITOBAQUITO DESERT PUPFISH		
- Fall census.	Tim Tibbitts/ Charles Conner	09/15/95
DESERT BIGHORN SHEEP		
- Develop Aerial Survey Plan.	Jim Barnett	10/15/94
- Conduct Aerial Survey.	Jim Barnett	12/30/94
- Develop Aerial Survey Summary Report.	Jim Barnett	02/15/95

THREATENED, ENDANGERED & SENSITIVE SPECIES
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
THREATENED, ENDANGERED & SENSITIVE SPECIES PLAN		
- Outline for TES Plan.	Tim Tibbitts	04/15/95
- TES Plan - 1st DRAFT.	Tim Tibbitts	09/30/95

WATER RESOURCES/AIR RESOURCES
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
WATER RESOURCES		
- Complete Geohydrology Study of the QBQ springs and present findings to monument staff.	USGS/ Jim Barnett	11/30/94
- Eliminate standing water sources in the residential, headquarters and visitor campground areas.	Charles Conner	11/30/94
- Evaluate options and implement selected alternative for protection of monitoring wells.	Charles Conner	11/30/94
- Consider and recommend other well sources for monitoring.	Charles Conner	12/30/94
- Develop program for monitoring tinajas.	Jon Arnold	06/01/95
- Complete documentation notebooks on water sources of the monument.	Jim Barnett	09/30/95
AIR RESOURCES		
- Evaluate and recommend alternatives for visibility monitoring.	Ami Pate	12/30/94
-Implement selected alternative for visibility monitoring.	Ami Pate	03/30/95
- Air quality monitoring - NADP, particulates and radiation.	Ami Pate	Weekly
- Participate in Southern Arizona Clean Air Partnership.	Ami Pate	On-going

CULTURAL RESOURCES
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ARCHEOLOGY		
- Initiate development of archeological GIS base map.	WACC/ Tom Potter	09/30/95
HISTORIC PRESERVATION		
- Mitigate all current rodent damage to the structures at Gachado Line Camp, Blankenship Ranch, Victoria Mine Cabin and Bates Well.	Charles Conner	01/31/95
- Perform historic preservation maintenance at needed sites.	SOAR/ORPI	On-going
- Perform general housekeeping to clean debris (i.e. bat guano) from all structures.	Charles Conner	On-going
ABANDONED MINE LANDS (AML)		
- Prepare 1994/1995 AML inspection notebook.	Tim Tibbitts	11/30/94
- Inspect and repair safety features at hazardous mine lands: Acuna Well, Alamo Well, Armenta Well, Baker Mine, Blankenship Well, Bonita Well, Cherioni Well, Cipriano Well, Copper Mountain Mine, Dripping Springs Mine, Gachado Well, Golden Bell Mine, Kuakatch Mine, Lost Cabin Mine, Martinez Mine, Milton Mine, Montgomery Well, Montezuma Mine, No Name Well, Powers Well, Pozo Nuevo, Salado Well, Red Tanks Well, Senita Basin Mine and Victoria Mine.	Tim Tibbitts	03/15/95
- Amend inspection log for all hazardous AMLs.	Tim Tibbitts	04/15/95
- Develop AML database.	Tim Tibbitts	On-going

COLLECTIONS MANAGEMENT
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
MUSEUM		
- Obtain all WACC ANCS records, merge with monument records and back-up ANCS data to tape.	Tom Potter	01/31/95
- Evaluate monument herbarium and provide recommendations for preservation and collections management.	Sue Rutman	04/15/95
- Evaluate monument mammal, birds, reptiles and amphibians collections and provide recommendations for preservation and collections management.	Tim Tibbitts	04/15/95
- Mount herbarium and catalog specimens.	Sue Rutman/ Tom Potter	05/15/95
- Work with Richard Bailowitz to conserve monument's entomology collection and receive training on collection care.	Tom Potter	06/15/95
- Catalog all herp. specimens collected as part of the EMP.	Tom Potter	06/15/95
- Update and maintain key inventory for RM.	Tom Potter	On-going
- Change the chart on the museum room hygrothermograph.	Tom Potter	Monthly
- Check museum room sticky traps.	Tom Potter	Weekly
- Check temperature and humidity in the museum room.	Tom Potter	Daily
- Catalog new specimens.	Tom Potter	On-going
ARCHIVES		
- Review and update accessions book.	Tom Potter	05/15/95
- Review archives inventory and update.	Tom Potter	07/15/95
- Review and accession materials from southeast storeroom.	Tom Potter	09/30/95

COLLECTIONS MANAGEMENT
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
LIBRARY		
- Data Entry - Monument library card catalog onto Pro-Cite.	Tom Potter	09/30/95
- Catalog and label slide collection.	Tom Potter	09/30/95
- Data Entry - Species Observation current records.	Tom Potter	09/30/95

INTEGRATED PEST MANAGEMENT
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GENERAL INTEGRATED PEST MANAGEMENT (IPM)		
- 1994 Integrated Pest Management Use Report and 1995 Use Requests.	Charles Conner	02/15/95
AFRICANIZED HONEY BEES (AHB)		
- Remove swarm traps from the field.	Charles Conner	11/15/94
- Implement AHB IPM Plan.	Charles Conner	On-going
- Work with USDA, Carl Hayden Bee Research Center, in the implementation of Africanized honey bee monitoring.	Charles Conner	On-going
COCKROACHES		
- Inventory and order treatment supplies.	Charles Conner	04/15/95
- Dev. IPM Action Plan for the monitoring and control of cockroaches.	Charles Conner	09/30/95
- Treat residential sewers.	Charles Conner	On-going
NON-NATIVE FISH (QUITOBAQUITO)		
- Examine area for the presence of non-native fish.	Ami Pate	On-going
APHIDS		
- Monitor nursery plants for infestation.	Sue Rutman	On-going
- Treat infected plants and areas.	Charles Conner	On-going
HISTORIC STRUCTURES		
- Work with contractor Gerry Hodenbach to develop and implement IPM plans for historic structures.	Charles Conner	On-going

OTHER FIELD ACTIVITIES
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
QUITOBAQUITO (QBQ)		
- Develop alternatives for controlling vegetation in channel.	Sue Rutman	09/30/95
- Clear vegetation from the channel and overflow.	Ami Pate	On-going
- Remove non-native vegetation from Quitobaquito and Aguajita	Ami Pate	On-going
BOUNDARY FENCE INSPECTIONS & REPAIRS		
- Northeast boundary: Kuakatch area.	Tim Tibbitts	02/15/95
- North boundary: Cuerda de Lena to AZ85 and NE corner west to Gunsight Hills.	Tim Tibbitts	02/15/95
- East boundary: Ali Wua Pass, Sweetwater Pass 1 & 2, North Fork of Alamo Canyon and Middle Fork of Alamo Canyon.	Tim Tibbitts	02/15/95
- Check and map status of west boundary fence removal.	Tim Tibbitts	02/15/95
- Assist with removal of remaining west boundary fence line.	Ami Pate	04/15/95
FIRE MONITORING		
- Gachado (Burn Site) - photopoints.	Charles Conner	04/15/95
- Hocker - photopoints.	Charles Conner	04/15/95
- Evaluate fire records from the Burn Site and provide preliminary assessment.	Sue Rutman	06/15/95
- Organize and label photographs.	Charles Conner	07/15/95

RESEARCH
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GENERAL RESEARCH ADMINISTRATION		
- Update 1994 Researchers and Projects List, researchers mailing list and send memo to researchers requesting 1994 IAR.	Tim Tibbitts	11/12/94
- Follow-up memo to researchers (if necessary) for 1994 IAR.	Tim Tibbitts	01/15/95
- Tabulate 1994 research.	Tim Tibbitts	01/31/95
- Enter all IAR data into database and send to Western Region and CPSU/UA.	Tim Tibbitts	01/31/95
- Prepare and issue collection/research permits.	Tim Tibbitts	02/01/95
- Remove completed research projects from active files.	Tim Tibbitts	02/15/95
- Prepare IAR summary of all research.	Tim Tibbitts	02/15/95
- Update research files.	Tim Tibbitts	03/30/95
- Develop new research certification documentation and tracking forms.	Tim Tibbitts	05/30/95
- Research summary.	Tim Tibbitts	Monthly
- Maintain contact with all active Principal Investigators.	Tim Tibbitts	On-going
- Visiting researcher forms.	Tim Tibbitts	On-going
SOUTHWEST PARKS & MONUMENTS ASSOCIATION (SPMA)		
- Contact researchers with approved proposals for FY 1995.	Tim Tibbitts	11/15/94
- Send approval memos with requirements for work.	Tim Tibbitts	12/15/94

RESEARCH
FY 1995
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
SOUTHWEST PARKS & MONUMENTS ASSOCIATION (SPMA)		
- Monitor progress of research and make submissions for payment when needed.	Tim Tibbitts	On-going
NATURAL RESOURCES PRESERVATION PROGRAM (NRPP)		
- Coordinate and monitor NRPP Desert Tortoise research.	Tim Tibbitts	On-going
- Coordinate and monitor NRPP Cowbird research.	Tim Tibbitts	On-going