

Group:	Management Resources	Month/Year of Report:	Dec. FY16 Report for January Mtg.		
Executive Director:	Bruce Davis	Phone:	453-5340	E-mail:	bdavis@cherokee.org

I. Budget Highlights

Please refer to the monthly financials from the Financial Resources Group

II. Program Highlights

a.) Accomplishments

NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
Acres acquired that enables jobs, language, or community		
Chemical Brush/Weed Control (spray)		
Lease Compliance/Tribal land inspections		
Mechanical Weed/Brush Control	345 ac	580 ac
New Fencing		.25 mi
Provide Technical Assistance to Communities	2	12
Hay baled		85
Crops for families from Jay Community Garden	13	83

- **Community Assistance Projects**
 - Delivered one rick of wood to an elderly Cherokee citizen in Tahlequah and one at Bell Community
- **Tribal Land Improvement Projects**
 - Cleared brush and brush hogged 120 acres on CMS 7
 - Brush hogged 225 acres on Kenwood tracts
 - Repaired fence on KEN 12
 - Dozing fire guards on KEN 37
 - Assessment of cleanup and capping of water wells in Chilocco
- **Resource Projects**
 - Equipment repair
 - Attended NR Managers meeting
 - Attended NR/RES monthly meeting
 - Attended EPC meeting
 - Attended InterTribal Buffalo Council annual meeting in Las Vegas
 - Attended InterTribal Agriculture Council annual meeting in Las Vegas
 - Met with Dan Roberts regarding the Wild Horse Program
 - Buffalo
 - Fed buffalo
 - Slab poured at corrals
 - Jay Community Garden
 - Garden maintenance
 - Drafted garden policy
 - Picked turnips, purple hull and whip-poor-will peas
 - Sallisaw Creek Park

- Equipment maintenance
- Cleared limbs from riding trail
- Lining back part of stalls with wood

GROUNDS KEEPING/MAINTENANCE

Beaver Property (by Yonkers)	<input type="checkbox"/>	Greenhaw tract	<input type="checkbox"/>
Belfonte	<input type="checkbox"/>	Jay Foods Distribution	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input type="checkbox"/>	Locust Grove Property	<input type="checkbox"/>
Bull Hollow Shop	<input type="checkbox"/>	Kenwood Trailer Park	<input type="checkbox"/>
Candy Mink Springs	<input type="checkbox"/>	Rocky Ford Park	<input type="checkbox"/>
Cherry Tree	<input type="checkbox"/>	Safe house	<input type="checkbox"/>
Conley Property	<input type="checkbox"/>	Saline Courthouse	<input type="checkbox"/>
Dahlongegah Park	<input type="checkbox"/>	Sallisaw Creek Park	<input checked="" type="checkbox"/>
Dahlongegah Shop	<input type="checkbox"/>	Tahlonteeskee	<input type="checkbox"/>
Flint Courthouse	<input type="checkbox"/>		

PLANNING AND DEVELOPMENT

- **Sequoyah –**
Stadium – Phase 1 –Project started 6/8/15. Stadium has been sandblasted, working on new railings and steps, and patching concrete new bleacher and backed stadium seating, new foam insulation and metal wall panels. Working on remedy to the new railings. ADA platforms are complete.
Water System Replacement –Project started 6/8/15. The main 8” loop around campus complete, starting the 6” smaller lines
Boys/Girls Dorms Roof Replacement /Remediation – Complete – (shower rebuild in progress)

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Cooweescoowee Clinic	December 2013	100%	April 2015
Wilma P Mankiller Addition	May 2014	100%	June 2015
Sam Hider Clinic	May 2014	70%	December 2015

REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
WW Hastings New Hospital			Design Phase
Main Complex	June 2015		2016
SHS boys/girls dorm – roofing	June 2015		Complete
SHS stadium upgrades	July 2015		

FACILITIES MANAGEMENT

- Repaired heater in Education
- Began remediation of roof leak in Education
- Installed new heating unit in Roads Building
- Repaired waste drainage line at Kawi Café
- Prep and Pull Christmas Parade floats
- Repaired water leak in Boiler Room
- Repaired rear entrance door at Supreme Courthouse
- Repaired relay switch on generator at Main Complex
- Repaired roof at Stilwell Complex
- Set up stage for Christmas Program
- Installed new ice machine in Administration
- Installed industrial range at Carriage House
- Repaired heater in Immersion I
- Repaired heater at Markoma Girls Dorm
- Installed lights and ceiling fan at Carriage House
- Cleared sewer line in Human Resources
- Cleared sewer line at Southgate Building H
- Set up tables and chairs in Council Pod for Christmas Open House
- Repaired lights at Spider Gallery
- Repaired and replaced lights in Human Services
- Hung Christmas lights

GROUNDS KEEPING/MAINTENANCE

Locust Grove, Green Space	<input type="checkbox"/>	Male Seminary	<input checked="" type="checkbox"/>
Complex	<input checked="" type="checkbox"/>	Munson Property	<input checked="" type="checkbox"/>
Cort Mall	<input checked="" type="checkbox"/>	Old Homeland Bldg.	<input checked="" type="checkbox"/>
Holiday Strip	<input checked="" type="checkbox"/>	Pow Wow Grounds	<input checked="" type="checkbox"/>
Immersion	<input checked="" type="checkbox"/>	Stilwell Complex	<input checked="" type="checkbox"/>
Keetoowah Duplexes	<input checked="" type="checkbox"/>	Southgate	<input checked="" type="checkbox"/>

b.) Future Plans/New Initiatives

NATURAL RESOURCES

- AML project – repair work on coal pit reclamation sites
- Completion of buffalo corral and shelter
- Cleanup and capping of water wells at Chilocco

PLANNING AND DEVELOPMENT

- **Wilma P. Mankiller Addition (CNCR)** – Few punch list items remain. Waterline break – working on remediation
- **Sam Hider Clinic (CNCR)** – Slab grinding, with liquid dam epoxy system is complete, Floor coverings are 70% complete; Doors and hardware installation are 40% complete; Interior sump pump pits are being excavated and are completed, while the exterior drainage system will be completed by 12/31 – (Weather Permitting)
- **New WW Hastings Joint Venture** – Identifying services and programming, working on location and requirements. Proposals have been ranked. Interviews with architects are complete. Waiting on approval to award.

- **Main Complex – New Construction** - Column & beam installation complete; Exterior wall framing is ongoing. Trusses are being installed as they arrive. Decking is ongoing, Insulation and water shield on roof being installed. Exterior sheathing and EIFS has started on the north side, going around to the west side. Mechanical pad placed. Chillers are set, piping is ongoing.
- **Veteran’s Center-**
Statue – Foundry is currently 3 months behind schedule; No bids received for statue concrete base – calling TERO vendors for pricing.
Memorial–completed.
Tornado Shelter Grant – Expanding inquiries to the next level target area. One shelter has been constructed; there are several more that are complete or under construction.
- **OutPost #1** – Relocating utilities, Excavation is near completion, Footings being placed, Block walls for the CNG pump being placed.
- **Plaza** – Excavation is ongoing, Utility installation is ongoing, Studeville Ford – pad sub grade is complete, Buffalo Wild Wings – pad sub grade is complete.
- **Graham House (Markoma)** – Began work 10/16/15, To be done: lead base paint abatement, installing new roof, painting, updating electrical and data, updating plumbing, addressing HVAC, new flooring, parking area, along with other general updates as needed.



- SHS Waterline Project



- WW Keeler Complex Construction



Cherokee Plaza



Out Post #1 Construction

FACILITIES MANAGEMENT

- Re-surface walking trails
- Remodel exterior finish of Main Complex
- Replace HVAC units at Ballroom
- Replace HVAC unit in the warehouse vault
- Install Dyson hand dryers in Main Complex
- Install sunscreens in Main Complex

**CHEROKEE NATION TRIBAL COUNCIL
RESOURCES COMMITTEE REPORT**

Group: Management Resources

Month/Year of Report: December, 2015

Executive Director: Bruce Davis
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Phone: 918-453-5340

Director: Ginger Reeves
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Phone: 918-453-5675

Real Estate Services

The Office of Real Estate Services is responsible for administering the laws, regulations, and policies affecting the protection and management of the trust and restricted lands of individual Indian landowners and the land owned by the Cherokee Nation itself, located within the 14 county area of the Cherokee Nation. Real Estate Services is operated under a Self-Governance Compact with the Secretary of the Interior.

Real Estate Services provides advice and assistance in the following areas:

- Sale or Purchase of Restricted Land
- Deed Exchanges
- Partitions
- Patents-in-fee
- Rights-of-way
- Removal of Restrictions
- Business, Agriculture and Residential leasing
- Restricted Mineral Interests
- Last Will & Testaments
- Probate information
- Cherokee/English Interpreter
- Notary Services

I. Budget Highlights: None.

II. Program Highlights:

1. Sale or Purchase of Land. No land was purchased during the month of December.
2. Appraisals. 21 appraisals were requested and five were approved.
3. Quiet Titles. One Quiet Title request was received, three were researched and returned.
4. Inventory/Heirships. Six inventory/heirships were requested, researched and returned; none pending to date.

5. Report for Distributions, IIM Setups. Three Report for Distributions were requested, researched and sent to BIA for finalization. Two IIM setups were completed.
6. Last Will & Testaments. Five interviews were completed and three add'l drafts prepared.
7. Leases. One restricted agriculture lease was submitted; two are pending.
8. Environmental Reviews. Two environmental reviews were requested and one was received.
9. Rights of Entry, Rights of Way. Three rights of entry were requested and processed; one right of way was submitted and pending approval.
10. On-Site Inspections, Home Visits, Trespass issues. Three on-site inspections were requested and completed; three home visits were requested and completed; one trespass issue was addressed.
11. Environmental Reviews. One environmental review was received.
12. Maps/platting/survey assistance. 27 requests for maps/platting assistance was completed during the month.
13. Jurisdictional calls. 35 jurisdictional calls were completed during the month, with 20 after hours.
14. Impact Aide. Four certifications for impact aide was prepared for Adair and Sequoyah County schools for the US Department of Education.
15. Financial transactions. \$120,356.61 was processed through the lockbox; and \$113,65.13 was received in the office for lease payments during the month.
16. District Court Probates. There are 90 total inventory applications for probate on the waiting list.
17. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. There are 291 files remaining for status determination, research and abstracting.
18. Stats. 75 client sign-ins (walk-ins), 53 phone inquiries, 35 obituaries processed.
19. Trainings or other events.
 - Hearth Act training was attended by Ginger Reeves, Joel Bean and Amanda Chuculate on December 3 in Norman, Oklahoma. It was presented by the Department of Interior for all Oklahoma tribes.
 - Fee to Trust training was attended by Ginger Reeves and Marshea Halterman on December 15 & 16 in Muskogee, Oklahoma at the

Regional Area office. Training was presented by EORO and Central Office, DC.

- Joel Bean attended the Bell Community meeting held by the Roads Department regarding the Oak Ridge road project.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Dec (FY16)
Phone: 918-453-5237, Cell: 918-822-2793, email: tom-elkins@cherokee.org

I. Program Performance

a.) Environmental Review

Goal Requirement	# This month	Year to date	% of annual goal
900 ERR (Housing & W&S)	115	230	26%
6 ERR (Roads)	1	1	17%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	32	59	24%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	0	0	0%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	21	34	23%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	10	24	12%

f.) Landfill Inspection Dates:

Purpose	Date	Leachate Pond Freeboard
Unannounced Visit	11/17/2015	23 inches
Unannounced Visit	11/18/2015	22 inches
Unannounced Visit	11/19/2015	23 inches
Unannounced Visit	11/20/2015	23 inches
Unannounced Visit	11/23/2015	23 inches
Unannounced Visit	11/24/2015	24 inches
Unannounced Visit	11/25/2015	24 inches
Unannounced Visit	11/30/2015	22 inches
Unannounced Visit	12/1/2015	22 inches
QTRLY Landfill inspection	12/2/2015	23 inches
Gas Vents Sampled	12/2/2015	
Unannounced Visit	12/3/2015	23 inches
Unannounced Visit	12/4/2015	23 inches
Unannounced Visit	12/7/2015	23 inches
Unannounced Visit	12/8/2015	23 inches
Unannounced Visit	12/9/2015	23 inches
Unannounced Visit	12/14/2015	21 inches

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Unannounced Visit	12/15/2015	22 inches
Unannounced Visit	12/16/2015	22 inches

(24" of Freeboard are required on the Leachate Pond)

II Highlights:

a) The CNEP underground storage tank (UST) staff reviewed the list of UST system components being planned for use at the new Outpost #1. CNB staff provided a list of the equipment they planned to purchase and install; staff examined the list of equipment and approved the use of all of it.

b) Water Issues:

- Staff set up an educational outreach booth at the 36th Annual Governor's Water Conference in Norman, OK on December 1st & 2nd.
- Staff presented an overview of the Clean Water program to the Environmental Protection Commission (EPC).

c) TU Indoor Air Asthma Study Update:

Project activity:

- Staff was notified that field technicians will be returning to participating schools in the Home to School study to gather more absence data and data sampling; staff then began preparing data sheets for absence data entry to be turned in.
- Eighty-eight homes have been completed to date and ninety-seven homes have been scheduled and completed in total. Staff are working on recruiting the last few remaining homes needed and putting together sampling kits for participating study schools.

d) Natural Resource Damage Assessment and Restoration (NRDAR)

- Staff worked with Cherokee Nation Attorney General's Staff on the Tar Creek Trustee Council's Tolling Agreements. The Trustee Council wants to enter into another Tolling Agreement with the Primary Responsible Parties. This will be our 5th Tolling Agreement that will extend for an additional 2 years.
- No activities were conducted for the National Zinc project during this monthly timeframe. The Trustee Council is currently awaiting a response from the Primary Responsible Party about a counter-offer to the National Zinc Trustee Council's Claim.

e) Trust Application Activities:

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff conducted a site reconnaissance and field inspection at the Chilocco East and Chilocco West Sites. Focus of the reconnaissance was to inspect the cisterns located on the Cherokee Nation Properties and the wells at each location. Staff are working with Cherokee Nation Real Estate Services on the next steps to complete the Phase I Reports for Cherokee Nation and the U.S. BIA to place the land into Trust for the Tribe. Staff made changes to the original Phase I Report and collected information on the cisterns and unplugged wells. Staff conducted phone interviews on the three individuals leasing the Cherokee Nation Land on the western side.
- Staff started work on the Bill Berry Tract Phase I Report. Staff is working with Cherokee Nation Real Estate Services and conducted a field inspection on December 4th. Staff have created a new folder with the Parcel Software to start drafting the Phase I Report.