

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	March FY17 Report for April Mtg.		
<b>Executive Director:</b>	Bruce Davis	<b>Phone:</b>	453-5340	<b>E-mail:</b>	<a href="mailto:bdavis@cherokee.org">bdavis@cherokee.org</a>

**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		10 ac
Chemical Brush/Weed Control (spray)		
Lease Compliance/Tribal land inspections	11	43
Mechanical Weed/Brush Control		925 ac
New Fencing		.25 mi
Provide Technical Assistance to Communities	6	37
Hay baled		
Crops for families from Jay Community Garden		61

- **Community Assistance Projects**
  - Tilled 18 gardens
  
- **Tribal Land Projects**
  - Cut trees, cleaned up brush piles and brush hogged 10 acres on the Hancock property in Muskogee
  
- **Resource Projects**
  - Equipment maintenance
  - Spread fertilizer on KEN-12 and cleanup of unit
  - Water gap repair on KEN-34
  - Mowed at Garland, Texas
  - Completed 11 site inspections in Adair County on units CMS-20, CMS-21, CMS-21A, CMS-22, CMS-22A, CMS-22B, CMS-23, CMS-23A, CMS-24, CMS-29, and CMS-44
  - Met with lessee regarding fencing
  - Attended EPC Meeting
  - Attended USDA Meeting
  - Worked on USDA project
  - Sequoyah's Cabin
    - Opened and closed doors daily
    - Grounds maintenance
  - Brush hogged 105 acres on KEN-5 and 15 acres on KEN-13
  - Took posts and wire to Yonkers lessee at Realty's request
  - Met with KEN-34 lessee about fencing
  - Buffalo
    - Fed buffalo

- Completed weekly checklist
- Moved 26 bales of hay from Dahlongegah
- Total 92 head
- Jay Community Garden
  - Finished drainage ditch cleanup
  - Hauled sawdust for garden
  - Planted vegetables

**GROUNDS KEEPING/MAINTENANCE**

Beaver Property (by Yonkers)	<input type="checkbox"/>	Greenhaw tract	<input type="checkbox"/>
Belfonte	<input type="checkbox"/>	Jay Food 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"/>	Saline Courthouse	<input type="checkbox"/>
Dahlongegah Park	<input type="checkbox"/>	National Cherokee Nation Park	<input checked="" type="checkbox"/>
Dahlongegah Shop	<input type="checkbox"/>	Tahlonteeskee	<input type="checkbox"/>
Flint Courthouse	<input type="checkbox"/>	Taylor Ferry	<input type="checkbox"/>

**PLANNING AND DEVELOPMENT**

- **Sequoyah –**  
Stadium – Phase 1 –Project started 6/8/15.; Press Box – working on punch list

**NEW CONSTRUCTION**

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
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 Building			Design Phase
Main Complex	June 2015		2017
SHS stadium upgrades	July 2015		

**FACILITIES MANAGEMENT**

- Set up 60x120 tent, tables, chairs, stage and trash barrels in Vinita
- Splattered wall and painted Immersion Kindergarten Classroom
- Uninstalled exhaust fans in old wing of Main Complex
- Replaced lights in spider Gallery at Cort Mall
- Hauled in fill dirt for grounds around 8<sup>th</sup> grade building at Immersion
- Hung sheetrock, mud, taped, removed water damaged beam in ceiling at Immersion
- Replaced exit lights at FRB
- Changed belts on blowers above server room at FRB
- Set up temp heaters in Admin
- Replaced floor joists, paneling and studs in Immersion classroom
- Trenched electric lines for light poles and poured concrete for lights pole bases and road crossing at Election Commission
- Snaked sewer at Stilwell Complex
- Set up stage at Vinita for Zumbathon
- Set up 200 chairs and 25 tables for funeral at Leach Gym
- Repaired HVAC on caretaker home at Bull Hollow

**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 type="checkbox"/>
Holiday Strip	<input checked="" type="checkbox"/>	Pow Wow Grounds	<input 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**

- Repair hay field at Ochelata

**PLANNING AND DEVELOPMENT**

- **New WW Hastings Joint Venture;** Holding weekly project team meetings; Architect working on 95% CD's, due by end of March; Rough grading, ground zero; clearing and grubbing started 3.6.17 – ongoing; Bid package #2 has been posted, concrete and structural steel bid closes 3.28.17. Construction fencing nearing completion; Flintco installing signage on fencing; Two job trailers are in place; Subgrade undercut ongoing.
- **Main Complex – New Construction** –Interior framing is ongoing; Rough-in of utilities is ongoing; Interior paint ongoing; Drywall nearing completion; Elevators install ongoing – one installed so far; Second floor interior, complete end of March (revising schedule due to long lead time s on some major items on the court's side, should complete in April; Multimedia equipment has been bid out and closes on 3/24/17; Tile work ongoing; Ceiling grid & lighting ongoing – near completion; EFIS is ongoing; We have had a few changes for the Attorney General's office area, working on an updated schedule. Phase 2, Roofing insulation and moisture barrier ongoing; Lights being installed; Elevated floor in large courtroom being installed; front entry structural steel is complete and new HVAC system for east end of building, March 2017, exterior wood columns near completion.
- **Saline Court House:** (walking trails) – Plans for CNB are not totally developed; Final cut and surface materials has been posted and held pre-bid, bid closes 3/27/17

- **Capitol Pavilion** – Plans have been delivered; Bids have been received and are in the process of reviewing
- **John Ketcher Youth Shelter Remodel** – Contractor selected from bids received waiting on contract to be signed and returned.



**Progress on the New Courtroom**



**Exterior of Keeler Complex**



**Earthwork at new Hastings Clinic site**

### **FACILITIES MANAGEMENT**

- Re-surface walking trails
- Remodel exterior finish of Main Complex
- Install Dyson hand dryers in Main Complex
- Install sunscreens in Main Complex

**CHEROKEE NATION TRIBAL COUNCIL  
RESOURCES COMMITTEE REPORT**

**Group:** Government Resources

**Month/Year of Report:** March, 2017

**Executive Director:** Chuck Hoskin, Jr.  
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**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:

- Appraisals
- Business, Agriculture and Residential leasing
- Cherokee/English Interpreter
- Deed Exchanges
- Environmental Reviews
- Fee to Trust Applications
- Jurisdictional calls
- Last Will & Testaments
- Notary Services
- Probate information/research
- Quiet Title research
- Removal of Restrictions
- Report for Distributions
- Restricted Mineral Interests
- Rights of Entry
- Rights of Way
- Sale or Purchase of Land
- Service Line Agreements
- Summary Distributions
- Trespass on Restricted/Trust Land

**I. Budget Highlights:** None.

**II. Program Highlights:**

1. Sale or Purchase of Land. No sell or purchase of land; however, 160 acres in Adair County was donated to Cherokee Nation during the month of March.
2. Appraisals. 10 appraisals were ordered during the month of March as of reporting date.

3. Quiet Titles. Five Quiet Title requests were received, researched and returned.
4. Report for Distributions, ALJs. Nine RFDs were requested, prepared and submitted to BIA. Three ALJs were requested, researched and processing.
5. Restriction Removal Applications. Four restriction removal applications are being processed.
6. Inventory/Heirship. 13 Inventory/Heirships were requested, five were completed and returned; eight processing.
7. Last Will and Testaments. Seven Last Will and Testaments were prepared and endorsed; five new interviews were taken; four drafts prepared.
8. Rights of Way, Rights of Entry, Service Line Agreements. One Right of Way is pending on trust land. One Right of Way was approved on tribal land. Eight Rights of Entry were requested and processed. Six SLAs are pending.
9. On-Site Inspections, Home Visits, Trespass issues. 22 on-site inspections were requested and completed; seven home visits were requested and six were completed to date; four trespass issues were addressed and pending.
10. Leases. One restricted hunting lease was submitted and approved.
11. Maps/platting. 41 requests for maps/platting assistance was received and completed.
12. Jurisdictional calls. 44 jurisdictional calls were completed during the month, with 18 after hours.
13. District Court Probates. There are no inventory applications for probate on the waiting list. All probates that are at paid status for court costs are completed through Real Estate Services, ready for filing by attorney.
14. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. There are 88 total files remaining for status determination, research and abstracting.
15. Stats. 114 client sign-ins (walk-ins), 46 phone inquiries, 41 obituaries processed.
16. Impact Aide. Research was performed for the Department of Education, Washington, DC for audit on Kansas and Chelsea public schools.
17. Financial transactions. \$56,910.71 was processed through the lockbox and \$20,737.25 was processed as lease payments during the month of March.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Mar (FY17)

Phone: 918-453-5237, Cell: 918-822-2793, email: [tom-elkins@cherokee.org](mailto: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)	56	337	37%
6 ERR (Roads)	3	7	116%

### b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	22	115	46%

### c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	2	7	14%

### d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	20	60	40%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	11	72	36%

### f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	4	14	47%

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## g.) Landfill Inspection Dates:

Purpose	Date
Unannounced Visit	2/17/2017
Unannounced Visit	2/21/2017
Unannounced Visit	2/22/2017
Unannounced Visit	2/23/2017
Unannounced Visit	2/24/2017
Unannounced Visit	3/1/2017
Unannounced Visit	3/2/2017
Unannounced Visit	3/3/2017
Unannounced Visit	3/7/2017
Unannounced Visit	3/8/2017
Unannounced Visit	3/10/2017
Unannounced Visit	3/13/2017
Unannounced Visit	3/15/2017
Unannounced Visit	3/16/2017
Unannounced Visit	3/17/2017

## II Highlights:

### a) Clean Air Program:

- Air staff performed quarterly audits and maintenance at all air monitoring sites; this includes changing filters, cleaning the inlet manifolds, and changing out tubing and desiccant as required. An electric fence was installed at the Newkirk site to keep out dogs, which keep digging holes around the shelter and deck.
- Inquest Environmental performed independent audits of the ozone monitors and meteorological equipment at all of our air monitoring sites. An Amec Foster Wheeler representative was on site at Stilwell March 13th – 14th to perform semi-annual audits on the CASTNet equipment.
- Air staff submitted the Community Scale Air Toxics Ambient Monitoring grant package to the Grants Development group for review.

### b) Pesticides Program:

- Staff submitted the Quality Assurance Project Plan (QAPP) to EPA Region 6 for approval.
- Staff attended the Tribal Pesticides Program Council (TPPC) meeting in Arlington, VA March 7th – 10th.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff continues to enter pesticides application notifications received for the current quarter.

## c) Clean Water Program:

- Staff entered data from the first quarter of sampling and location data from Lake Copan into EPA's STORAGE and RETRIEVAL and Water Quality eXchange (STORET) database.
- Staff will be sampling Spavinaw Creek, Saline Creek, Sallisaw Creek, Caney Creek, and Little Lee Creek March 20th - 23rd and Flint Creek, Spring Creek, and Fourteen Mile Creek March 27th - 29th for water quality. Staff will be sending the samples to Green Country Testing for analysis on pH, temperature, specific conductivity, dissolved oxygen, E. Coli bacteria, total phosphorus, nitrogen, nitrate, nitrite, ortho phosphorous, nitrogen as ammonia, sulfate, fluoride, turbidity and hardness.

## d) Underground Storage Tank (UST) Program

- UST staff conducted UST training for the CNE staff in Roland on March 13th.

## e) Natural Resource Damage Assessment and Restoration: (NRDA)

Staff continued planning activities for the Tribal NRDAR Workshop. Speakers for the conference are now being recruited and chosen. Staff participated in the Webinar "Sediment Bioassays as a Tool to Inform Injury and Restoration" on March 8th and the "Mending Broken Wings: Approaches to Restoring Bird Populations Impacted by Contaminants" Webinar on March 13th.

### 1. Tar Creek:

Staff continues to participate in conference calls concerning the Tar Creek site with the tribal attorneys and consultants.

### 2. National Zinc:

Staff participated in the National Zinc Trustee Council Meeting via conference call on February 15th.

### 3. Tulsa County Smelter Complex:

Staff attended the Tulsa County Smelter Meeting and Tour on February 16th in Tulsa and Collinsville, Oklahoma. Staff attended the Tulsa County Smelter Meeting on March 14th.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## f) Cherokee Nation Real Estate Services:

Staff reviewed the locations of the Tagahtluga Blackfox Property and the Watt Estate in Terrain Navigator Pro. Boundary maps and Title History Reports were received for both properties. Staff conducted reconnaissance at the Blackfox Property located near Kansas, Oklahoma. The Phase I ESA is being conducted for Cherokee Nation Real Estate Services for Restriction removal.

Staff contacted Donna Little, an heir to the Henry Watt Estate located near Westville, Oklahoma, to set a date for a site reconnaissance. Mrs. Little also provided historical information regarding the property. The Phase I ESA is being conducted for Cherokee Nation Real Estate Services for restriction removal.

Staff is continuing to work on the Craig County 183 Acre Phase I Environmental Assessment Report for Cherokee Nation Real Estate Services.