

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	August FY15 Report for Sept. Meeting		
<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

#### 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.  
Water System Replacement –Project started 6/8/15. New line has been laid up to the Southwest corner at this time  
Cafeteria HVAC replacement – completed  
Boys/Girls Dorms Roof Replacement –Work on boys dorm started 7/28 – complete except for trim. Remediation of dorms in ongoing. Old Jack Brown building occupied by students until dorms remediated.

#### NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Cooweescoowee Clinic	December 2013	90%	April 2015
Wilma P Mankiller Addition	May 2014	90%	June 2015
Sam Hider Clinic	May 2014		June 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		Began work June 2015
SHS boys/girls dorm – roofing			Bid opening 1/20/15
SHS stadium upgrades	July 2015		
SHS Cafeteria HVAC replacement			

## NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
Acres acquired that enables jobs, language, or community		
Chemical Brush/Weed Control (spray)	160 ac	1932 ac
Fire Guards Maintained		9.25 mi
Lease Compliance/Tribal land inspections	39	75
Mechanical Weed/Brush Control		80.5 ac
New Fencing		4.08 mi
Provide Technical Assistance to Communities	8	100
Hay baled	430	1181
Crops for families from Jay Community Garden	46	275

- **Community Assistance Projects**
  - Mowed CC Camp twice in the month of August
  - Dozed trees for the Heritage Center
  - Cut logs and delivered to Springer Park in Salina
  - Mowed at Greasy Community building
  - Worked on driveway for disabled elder in Cherokee County
  - Baled hay for Heritage Center
  - Mowed yard for disabled citizen in Cherokee County
  
- **Tribal Land Improvement Projects**
  - Repaired road on CMS 23
  - Buffalo
    - MOA in place for completion of corrals/pens and assembly of shelter
    - Gave tour for Oaks Mission group
    - Checked fence
    - Picked up feed and wormer blocks
  - Jay Community Garden
    - Garden maintenance
    - Picked squash, cucumbers, tomatoes, corn, okra, watermelon and cantaloupe
    - Planted lettuce, spinach, radishes and turnips
  - Sallisaw Creek Park
    - NR staff extended existing pad for barn
    - Construction of the barn is in progress
    - Grounds maintenance
  
- **Resource Projects**
  - Cut and baled hay at Markoma, Hastings, SEQ 2A, and Stilwell CDC
  - Set posts and blocked off road behind Jay Walmart
  - Brush hogged at Catoosa Truck Stop
  - Repaired fence on KEN 11
  - Burned brush pile on KEN 12
  - Mowed at SEQ 2A
  - Brush hogged Jordan property, KEN 31 and SEQ 3A
  - Site inspections completed on the following Candy Mink Springs tracts in Adair County: 1S, 1N, 2, 5, 7, 8, 8B, 8C, 9, 10, 11, 12, 14, 15, 16A, 33, 34, 35, 35A, 36, 37, 38, 39, 40, 41, 43, 47 PT, 50, 68 and Dahlonegah Park
  - Site inspections completed on the following Kenwood tracts in Delaware County: 2, 3, 4E, 4W, 5, 7, 9, 9A and 11
  - Working on over flow parking for the Cherokee National Holiday

- Attended EPC Meeting
- Cleaned up trash at Hastings hay meadow
- Attended NRCS workshop in Shawnee, OK
- Equipment maintenance

**GROUNDS KEEPING/MAINTENANCE**

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

**FACILITIES MANAGEMENT**

- Repaired sprinkler system at PowWow Grounds
- Cleaned sidewalks and curbs around Main Complex area
- Hung Holiday banner in front of Main Complex
- Repaired walking trail near Holiday Strip
- Hung metal at Ballfields
- Hung shade cloth at Ballfields
- Finished up install boxes on new pedestals at PowWow Grounds
- Set 2 – 20x40 tents for private function at Crescent Valley Church
- Set stage at Sequoyah High School for Holiday event
- Laid sod at PowWow Grounds
- Laid sod around new Pavilion at Holiday Strip
- Hung shade cloth around Concession Building at Ballfields
- Painted trim on top of Main Complex
- Replaced driveway of Middle Entrance at Main Complex
- Completed wiring up all new pedestals at PowWow grounds
- Prepared fields for Holiday Tournament
- Power washed cement around Ballfield concession area
- Loaded 4 HVAC units on trailer to prepare for transport to Stilwell Fairgrounds

**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

PLANNING AND DEVELOPMENT

- **Wilma P. Mankiller Addition (CNCR)** – Should turn over building to Health within the next couple of weeks. Few punch list items to complete. Landscaping is near completion
- **Sam Hider Clinic (CNCR)** –Painting (final coat after remediation of water and flooring installation. Landscaping near the building is on hold until French drain install is complete. Doing more testing to determine source of water.
- **New WW Hastings Joint Venture** – Identifying services and programming, working on location and requirements. Areas on Burchette property cleared by Natural Resources Department – as required by BIA. RFQ has been posted by architect.
- **Main Complex** –  
New Construction - Column & beam installation near completion; Dirt & concrete work in the courtyard area is ongoing, drilling and pouring piers; Exterior wall framing started 7/13/15 & is ongoing.  
Council Area – remodeling in ongoing
- **Veteran’s Center-**  
Building – EIFS on west end as delaminated from gable wall – contractor will be onsite today – temporary fix in in place – sent samples of adhesive to be reviewed. Permanent fix has been completed.  
Statue – Foundry is currently 3 months behind schedule; No bids received for statue concrete base – calling TERO vendors for pricing.  
Memorial–Received bids 2/20- reviewing. Awarded to Willis Granite
- **Cultural Grounds** – rebuilding electrical system – near completion
- **Tornado Shelter Grant** – developed postcards for target area (they have been mailed out)



Wilma P Makiller Clinic



SHS Stadium Improvements



Cultural Grounds electrical improvements



2<sup>nd</sup> level construction on Keeler Complex

## NATURAL RESOURCES

- AML project – repair work on coal pit reclamation sites
- Grounds maintenance
- Community Assistance Projects
- Sallisaw Creek Park improvements
- Completion of buffalo corral

## 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:** August, 2015

**Executive Director:** Bruce Davis

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**Director:** Ginger Reeves

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**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 property was purchased during the month of August.
2. Appraisals. Seven appraisals were ordered; five were approved during the month of August.
3. Quiet Titles, Administrative Law Judgments (ALJ), Estate closings, Inventory/Heirships. Five Quiet Title requests were received, five were researched and returned during the month; none pending to date. One ALJ was requested, completed and returned to BIA. Six Inventory/Heirships were completed and returned; none pending to date.

4. Report for Distributions, Transmittals, IIM Setups. Five RFDs were completed and sent to BIA for finalization; one was finalized by BIA and returned.
5. Last Will & Testaments. Four Last Will and Testaments were prepared and endorsed for Cherokee citizens; one full-blood approval was processed through District Court; six interviews were completed; and seven drafts were prepared.
6. Court Appearances. Two Court appearances were completed during the month.
7. District Court Probates. There are 167 total inventory applications for probate on the list with 20 of those in research/waiting on funds (court costs).
8. Right of Entries. 11 right of entries were requested and processed during the month.
9. On-Site Inspections, Home Visits, Trespass issues. Ten on-site inspections were requested and completed; one trespass issue was addressed.
10. Environmental Reviews. One environmental review was requested during the month; one was completed and received.
11. Maps/platting/survey assistance. 25 requests for maps/platting assistance was completed during the month.
12. Jurisdictional calls. 36 jurisdictional calls were completed during the month.
13. Financial transactions. \$66,136.04 was processed through the lockbox; and \$117,139.20 was received in the office for lease payments during the month.
14. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. Since the last report in August, CNRES submitted 32 files to be encoded. There are 365 files remaining for status determination, research and abstracting.
15. Stats. 134 client sign-ins (walk-ins), 92 phone inquiries, 37 obituaries processed.
16. Special occurrences.
  - Two vacant positions were filled during the month of August for an RSI and RSIII. The new employees bring over 25 years of skill, knowledge and realty experience.

Seven employees attended training at the Eastern Oklahoma Regional Office (BIA) during the month of August. These training topics consisted of trespass, TAAMS, Oil and Gas leasing and inventory/heirships.





# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Group: Environmental Programs  
Administrator: Tom Elkins

Month/Year of Report: August (FY 2015)  
Phone: 918-453-5237 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)	100	898	99%
6 ERR (Roads)	0	2	33%

### b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	23	237	95%

### c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	1	2	4%

### d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	15	146	97%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	11	119	60%

### f.) Landfill Inspection Dates:

	Date	Leachate Pond Freeboard
Unannounced Visit	7/15/2015	8 inches
Unannounced Visit	7/16/2015	9 inches
Gas Vents Sampled	7/16/2015	
Unannounced Visit	7/17/2015	9 inches
Unannounced Visit	7/21/2015	7 inches
Unannounced Visit	7/22/2015	7 inches
Unannounced Visit	7/23/2015	7 inches
Unannounced Visit	7/24/2015	7 inches
Unannounced Visit	7/27/2014	8 inches
Unannounced Visit	7/28/2014	8 inches
Unannounced Visit	7/29/2014	8 inches
Unannounced Visit	7/30/2014	9 inches
Unannounced Visit	7/31/2014	6 inches
Unannounced Visit	8/3/2015	7 inches
Unannounced Visit	8/5/2015	7 inches
Unannounced Visit	8/6/2015	7 inches
Unannounced Visit	8/7/2015	7 inches
Unannounced Visit	8/10/2015	8 inches

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Unannounced Visit	8/11/2015	8 inches
Unannounced Visit	8/13/2015	8 inches

(24" of Freeboard are required on the Leachate Pond, since this report Freeboard has been down to 7"!

## II Highlights:

### a) TU Indoor Air Asthma Study Update:

Staff is still working on recruiting families for the study. As of this date (August 12th, 2015) we have 85 families signed up to participate in the study. The goal is to still have 100 + families but slowly receiving the families still yet. Another conference call was conducted and the date to start home visits was discussed. The home visits will begin this Friday August 14th, 2015. No dates have been discussed for the school visits and sampling to start.

b) Staff sampled Lake Tenkiller for Herbicides and Pesticides on July 28th. Green Country Testing picked up the samples on July 29th to be processed. Results from the Pesticide and Herbicide samples show levels below the detection limit.

c) Staff sampled Smith water shed August 4th-6th for fish tissue. 50 samples were taken from 4 different species that included Spotted Bass, Largemouth Bass, Bluegill, and Redear Sunfish.

### Trust Application Activities:

- Staff reviewed and finalized the Chilocco West Property Phase I ESA. The report was submitted to Cherokee Nation Real Estate Services as part of the Trust Acquisition application.
- Staff completed and finalized the Sim's Property Phase I ESA Report. No issues were found on the property. The property will be used by Cherokee Nation for the development of housing units for Cherokee citizens.

### American Burying Beetle (ABB) Presence/Absence Surveys:

- **Hulbert Lost City Road** – Results were Negative
- **Sims Property (HACN Housing Development Project – South of Belfonte School)** – Results were Negative
- **Bell School South Road** – Results were Negative
- **Burchette Property (Hastings)** – Results were Negative
- **Cherokee Springs Property** – Results were Negative
- **Guthrie-Fairfield Property (Housing Development)** – Results Negative
- **Dahlongah South Road** – Results were Negative
- **Honey Hill Road** – Results were Negative
- **Kansas Dry Creek Road** – Results were Negative
- **Leach Kenwood Road** – Results were Negative
- **Rocky Mountain School Loop Road** – Results were Negative
- **Gore-Sequoyah County RWD #5 Waterline Connection** – Results were Positive
- **Various Single Family Dwelling sites** – Results were negative