

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	February FY18 Report for March Mtg.		
<b>Executive Director:</b>	Bruce Davis	<b>Phone:</b>	453-5340	<b>E-mail:</b>	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	18	75
Mechanical Weed/Brush Control	365 ac	2,159 ac
Provide Technical Assistance to Communities	9	25
Hay baled		30
Crops for families from Jay Community Garden		68

- **Community Assistance Projects**

- Spread dirt at Round Springs Cemetery
- Installed tin horn and repaired driveway for citizen in Sallisaw
- Delivered tin horn and gravel for citizen in Roland
- Trimmed trees for Cherokee elder in Stilwell
- Took fence down at Stand Addition
- Cut and delivered wood for elder in Stilwell
- Trimmed trees for 2 citizens near Bell
- Repaired washed out road in Muldrow

- **Tribal Land Projects**

- Cleaned out fence row on CMS-17
- Built .125 mi fence on KEN-10
- Repaired pasture crossing on CMS-14
- Cut wood on CMS-31
- Cleaned limbs on SEQ-1
- Site visit and report completed for theft on CMS-7
- Conference call with Chris Kaiser regarding Porum Coal Pit
- Brush hogged on the following units:
  - 145 acres on CMS-14
  - 20 acres on KEN-22
  - 100 acres on KEN-23
  - 60 acres on KEN-40
  - 40 acres on KEN-41
- Completed site inspections on the following units:
  - Adair County: CMS-5, CMS-7, CMS-12, CMS-37, CMS-37B, CMS-38, CMS-39, CMS-39A, CMS-39B, CMS-39C, CMS-40, CMS-41, CMS-43, Dahlenogah Park
  - Delaware County: RF-1, RF-3 and Rocky Ford Park
  - Sequoyah County: 1-40 Property

**Resources Projects**

- Equipment repair and maintenance
- Cleaned shops
- Attended EPC Meeting
- Attended NR Managers Meeting
- Jay Community Garden
  - Spread screenings
  - Packed dirt in garden
  - Built grow tables for greenhouse
- Bison Project
  - Completed weekly checklists on health and food intake
  - Bison headcount is 86

**PLANNING & DEVELOPMENT  
NEW CONSTRUCTION**

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
WW Hastings New Building	April 2017		

**REMODELING**

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Main Complex			2017

**FACILITIES MANAGEMENT**

**b.) Accomplishments**

- Moved GEOData to second floor of Main Complex
- Repaired road to Marshal's Firing Range
- Removed F-5 rating door jam at Finance
- Repaired road to Marshals Firing Range
- Repaired plumbing issue for citizen in Euchie
- Installed drain line for ice machine in second floor of Main Complex
- Repaired plumbing line at Quonset Hut
- Installed half wall/window for Human Services
- Began steps to have alarm installed on back doors of Cort Mall
- Began pouring concrete in front of Marshal Building for additional parking
- Began pouring concrete in back of EMS for additional parking
- Installed new handrails at the front entrance of Human Resources
- Demo of sidewalk on west side of hr and installed new stem walls with handicap ramp
- Demo and rebuild of trash dumpster area behind Finance

- Moved Tom Elkins to second floor of Main Complex
- Began removing and replacing flooring in hallway in NE side of Finance
- Installed snow and ice equipment on vehicles
- Began enlarging parking for Service Center
- Repaired trash truck
- Changed locks on the old tag offices
- Changed locks on the GEOData Offices
- Continued work on water lines at Ballfields
- Installed carpet in the server room at Southgate H
- Moved furniture for Commerce in Motel
- Pulled wire for wall recepts at the Complex
- Spread gravel at Southgate
- Installed door in the copy room alcove at Main Complex
- Sealed screws for roof repair on Roads Building Annex
- Completed move for Courthouse to second floor of Main Complex
- Continued work on sewer system at Career Services Learning Center
- Began tile demo and replacement of tile in Finance
- Began painting hallways in Finance
- Added recep in server room upstairs at Cort Mall

#### 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 type="checkbox"/>	Pow Wow Grounds	<input type="checkbox"/>
Immersion	<input checked="" type="checkbox"/>	Stilwell Complex	<input checked="" type="checkbox"/>
Keetoowah Duplexes	<input type="checkbox"/>	Southgate	<input checked="" type="checkbox"/>

#### NATURAL RESOURCES

##### c.) Future Plans

- Tribal Land Projects
- Community Assistance Projects

#### PLANNING & DEVELOPMENT

##### d.) Future Plans/New Initiatives

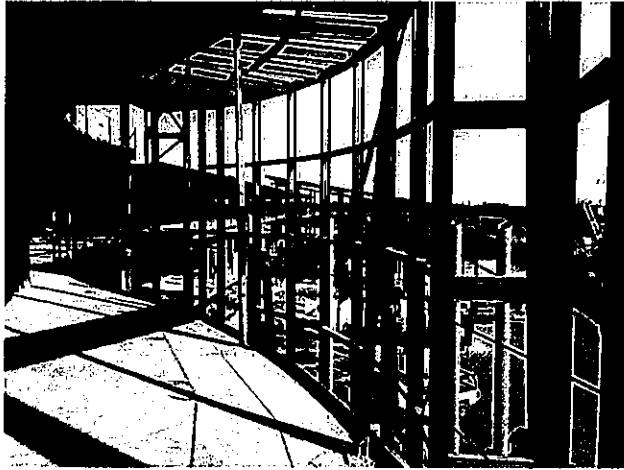
- **New WW Hastings Joint Venture; EXTERIOR:** Sanitary sewer ongoing; Light pole bases cement ongoing; Sector 1 & 2 steel ongoing; Decking ongoing; Central plant chilled and heated pipe install ongoing; Exterior framing ongoing; foundation drains ongoing; Roof drain tie ins ongoing; Grading south side 1 & 2 ongoing; Grading visitor's drive; Backfill of curbs along visitor drive ongoing; Area 13 ag base ongoing; Gravity flow sewer install (offsite) ongoing; EFIS ongoing; Roofing ongoing; Westside pergola footings ongoing; Dock footings ongoing; Curb and gutter ongoing; Fiber optic install to start next week; Ross Road temporary drain line to be installed next week. **INTERIOR:** MEP ongoing; CMU walls ongoing; Fireproofing ongoing; Overhead fire suppression pipe rough ongoing; Framing ongoing; Setting door frames ongoing; Duck work ongoing; Pipe and duct hangers ongoing.
- **Main Complex –;** Clean up ongoing.
- **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 –** Steel columns have been installed; 2 semi-truck loads of logs have been delivered onsite 2/21/18.

- **Three Rivers Clinic Water Remediation** – Phase 1 asphalt placement completed; starting phase 2 week of 10/9/17

### **Facilities Management**

#### e.) **Future Plans/New Initiatives**

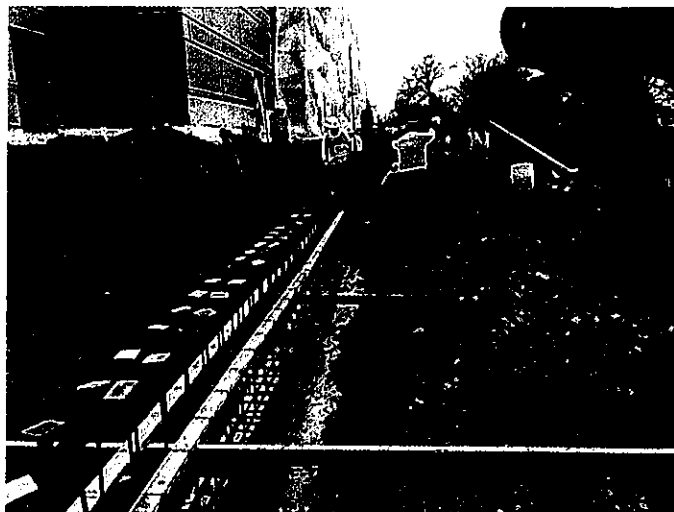
- Re-surface walking trails
- Remodel exterior finish of Main Complex
- Install Dyson hand dryers in Main Complex
- Install sunscreens in Main Complex



**Looking at level 3 – CN Outpatient Clinic  
February 1, 2018**



**Work on loading dock area – CN Outpatient Health Center  
February 19, 2018**



**Additional work on loading dock area – CN Outpatient Health Center  
February 20, 2017**



**Materials Delivered - Down town Pavilion  
February 21, 2018**

**CHEROKEE NATION TRIBAL COUNCIL  
RESOURCES COMMITTEE REPORT**

**Group:** Government Resources

**Month/Year of Report:** February 2018

**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. Land acquisitions. None during the month of February.
2. Appraisals. One appraisal was approved during the month of February.

3. Quiet Titles. One Quiet Title request was received during the month of February.
4. Inventory/Heirship/Administrative Law Judgment/Report for Distribution. Five Inventory/Heirship requests were requested, completed and returned. Seven Report for Distributions were requested, prepared and submitted to BIA.
5. Last Will and Testaments. Nine interviews were taken for a Last Will and Testament during the month of February.
6. Rights of Way, Rights of Entry, Service Line Agreements, Easements. Two Rights of Way submitted, three pending. Four rights of entry were requested and prepared. Two Service Line Agreements submitted, one pending, one approved. One easement pending.
7. On-Site Inspections, Home visits, Trespass issues. 17 on-site inspections were requested and completed. Three home visits were requested and completed during the month of February. One trespass issue was addressed.
8. Leases. Five hunting lease renewals and one grazing lease were submitted to BIA for approval. One grazing lease was approved.
9. Maps/platting. 35 requests for maps/platting assistance were received and completed.
10. Jurisdictional calls. 82 jurisdictional calls were completed during the month, with 30 after hours.
11. 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.
12. Stats. 86 client sign-ins (walk-ins), 81 phone inquiries, 33 obituaries processed.
13. Financial transactions. \$63,793.29 was processed through the lockbox and \$21,466.40 was processed as lease payments during the month of February.
14. Impact Aid. Eight schools were assisted with their impact aid determinations, including: Zion, Leach, Kansas, Kenwood, Colcord, Jay, Cave Springs & Stilwell Schools.
15. TAAMS. All allottee files have been reviewed, researched and status determined by our office. Two staffers are currently encoding the allottee files into the TAAMS system at the BIA-EORO four days each week.



# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Feb. (FY18)

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)	46	260	29%
6 ERR (Roads)	0	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	9	30	12%

### c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	3	4	8%

### d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	8	29	19%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	3	42	21%

### f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	6	16	53%

### g) Landfill Inspection Dates & Meetings:

Feb 6<sup>th</sup> Inspection & Feb 13<sup>th</sup> Inspection

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

h) Cherokee Nation Environmental Programs (CNEP) met with the Oklahoma Department of Environmental Quality (ODEQ) on February 12<sup>th</sup> to discuss how the programs might better work together.

## II Highlights:

### a) Clean Air Program:

- Staff submitted the Clean Air Section 103 grant application proposal for FY19 to EPA Region 6 on February 15<sup>th</sup>.
- Staff will complete ozone analyzer annual maintenances by the end of this month; all ozone analyzers will be placed online before March 1<sup>st</sup> for the start of ozone season.
- Staff will attend the Tribal Exchange Network Conference and Tribal Governance Group (TGG) face-to-face meeting in Tucson, AZ the week of February 26<sup>th</sup>.

### b) Clean Water Program:

- Water staff is compiling the work plan for the 319 non-point source grant; the grant is due February 23<sup>rd</sup>. The Clean Water 106 grant was submitted to EPA on February 2<sup>nd</sup>.
- Water staff completed the updates to the Clean Water 106 Quality Assurance Project Plan (QAPP) and submitted it to EPA for approval on February 7<sup>th</sup>.
- Water staff will be taking the boat to Jimmy Houston's this month for annual maintenance.

### c) Superfund Program:

- Staff is working with EPA Headquarters Superfund Program on the new Pre-Screen Checklist. The original template had various issues and the newest version was created to fix the several errors. The newest version is now in the test phase before it will be released to all EPA Regions.
- Staff traveled to Dallas, Texas to attend the EPA Region 6 Superfund Regional Decision Team (RDT) Meetings. EPA provided a Financial Training on the morning of January 31<sup>st</sup>. Focus of the meetings was to discuss Superfund Projects and Updates.
- Staff completed the Superfund Quarterly Report, obtained signatures and submitted the Quarterly Report to EPA Region 6 Superfund Site Assessment Manager and the assigned EPA Financial Manager.
- Staff continued working on updating the Superfund and Brownfields Programs Quality Assurance Project Plan (QAPP).

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## d) Pesticides Program

- Staff attended the EPA Center for IPM “IPM for Healthier Home and Community” webinar on January 23<sup>rd</sup>.
- Staff is updating the Pesticides Quality Assurance Project Plan (QAPP).
- Staff continues to enter pesticides application notifications received for the current quarter.

## e) Underground Storage Tank (UST) Program

- Staff performed a compliance inspection for the Roland Travel Plaza and Outpost #1 on January 25<sup>th</sup>. There was water present in the tank pit at OP#1 so the inspection was incomplete for the Diesel tank. It will be re-inspected during the February visit.

## f) Natural Resource Damage Assessment and Restoration (NEDAR)

### Tar Creek:

- Staff participated in the Tar Creek Operable Unit (OU) #5 Settlement Funds conference call on January 19<sup>th</sup>. The focus of this call is for the Tribes to discuss with EPA Region 6 Superfund Program and what the Tribes would like to do with some of the settlement funds.
- Staff participated in the Tar Creek Trustee Council Meeting on January 23<sup>rd</sup>. This meeting was held at the US Fish and Wildlife Services Conference Room and the meeting focused on restoration funding discussions, project updates and OU/4 and OU/5 updates.
- Staff is working with Cherokee Nation Attorney General’s Staff assigned to work on the Tar Creek NRDAR Case. Cherokee Nation has signed the NL Industries Tolling Agreement, Doe Run Tolling Agreement, Blue Tee Mediation Agreement and the Blue Tee Tolling Agreement. Original signatures have been submitted to the U.S. Department of Interior Office of the Solicitor and the U.S. Department of Justice Senior Council for the Environmental Enforcement Section.

### National Zinc:

- No new activities during this monthly timeframe. Staff is currently working with the Cherokee Nation Attorney General’s Staff assigned to this project to obtain signatures for the Tolling Agreement.

### Tulsa County Smelter Complex:

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Cherokee Nation has signed the Notice of Intent (NOI) Letter to the Primary Responsible Parties and the Preassessment Screen and Determination Report for the Tulsa County Smelter Complex Natural Resource Damage Assessment and Restoration Site. Original signature pages have been submitted to the Lead Administrative Trustee.

## g) Brownfields

- Staff updated Phase I Environmental Site Assessment (ESA) information in the Brownfields Inventory Tool (BIT).
- Staff continued to work on the Phase I Report for Collinsville Acme Brick Plant for Cherokee Nation. Staff conducted a second visit to inspect the Cherokee Nation Food Distribution Center and the Victory Cherokee Community Building. Staff has been working on the report and conducting interviews for this project.

## h) Realty

- Staff is working with Cherokee Nation Real Estate Services Staff on 3 requested "Removal from Trust" Environmental Phase I Projects. The 3 requested sites are Teehee Property, Bobby Bird Property and the Richard Christie Property.
- Staff inspected the 2<sup>nd</sup> floor of the Cort Mall for Cherokee Nation Real Estate Services to determine if sampling needs to be conducted for lead-based paint and asbestos.

## i) Lead-Based Paint (LBP):

- Staff distributed Lead-Based Paint Certification applications on January 15, 2018 to all certified individuals and firms for the 2018 year that begins on April 1, 2018.
- Staff audited a lead-based paint abatement job at a home in Westville. This abatement notification was submitted by Rycon Environmental (a Cherokee Nation certified Abatement Firm). All abatement projects must be audited for compliance with work practice standards according to the requirements of the Cherokee Nation Lead Certification/Accreditation guidelines.