

Group:	Management Resources	Month/Year of Report:	FY19 Report for November Mtg.		
Executive Director:	Interim – David Moore	Phone:	David – (918) 453-5000 X. 4137	E-mail:	david-moore@cherokee.org

I. Budget Highlights

Please refer to the monthly financials from the Financial Resources Group

II. Program Highlights

NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
New fencing	1	1
Chemical Brush/Weed Control (spray) *Spring only*	270	4570
Lease Compliance/Tribal land inspections	0	0
Mechanical Weed/Brush Control	19	907
Provide Technical Assistance to Communities	1	13
Hay baled (2019) *Summer only*	1327	2259
Crops for families from Jay Garden	85	160

Resources Projects

- o Cleanup on CMS 40 getting fence row ready to build fence.
- o Cutting and baling hay at several locations.
- o Mowed property in Garland, TX.
- o Bruch Hog properties
- o Loading hay purchased through Reality.

Jay Community Garden

- o Compiled equipment list for inventory
- o Preparing garden for next season

Bison Project

- o 26 Bison calves so far.
- o Fill out weekly checklist
- o Setting posts and stringing wire for new buffalo pasture.
- o 1 Buffalo tour
- o Continued fencing project to expand buffalo pasture.

GROUNDS MAINTENANCE

Beaver Property (by Yonkers)	<input type="checkbox"/>	Garland, Texas Property	<input checked="" type="checkbox"/>
Belfonte	<input checked="" type="checkbox"/>	Greenhaw Tract	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input checked="" type="checkbox"/>	Jay Food Distribution	<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"/>	Locust Grove Property	<input checked="" type="checkbox"/>
Catoosa Truck Stop	<input type="checkbox"/>	Murphy	<input checked="" type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Dahlonegah Park	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlonegah Shop	<input checked="" type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Taylor Ferry	<input checked="" type="checkbox"/>

PLANNING & DEVELOPMENT

b.) Accomplishments

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
WW Hastings New Building	April 2017		
CN/OSU Osteopathic School	2019		
Water/Sewer line – Head Start-Tah	August 2019		
Storm Shelter – Head Start (Tah)	July 2019		

REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Wilma P. Mankiller Clinic	Design		

FACILITIES MANAGEMENT

c.) Accomplishments

- Snaked sewer line at Stilwell Complex
- Set 60x120 tent at CNB Stilwell for private event
- Continued work at Berry House, installed vent hood, new locks, wired and set new oven and stove, moved in all appliances
- Pulled new wire for parking lot lighting in front of Main Complex
- Replaced all light fixtures in Administration
- Installed 3 new units at Motel
- Moved supply air duct in Treasurer’s Office
- Changed filters in Treasurer’s Office
- Changed the locks on HR and Benefits Building
- Changed the flooring out in the Treasurer’s Office
- Installed dimmer switch and recept on Admin Offices
- Moved furniture and flooring in FRB
- Moved check folder machine at FRB for new wiring
- Worked in conjunction with Trane on chiller
- Repaired leak at Career Services
- Insulated drain line in Pod Area

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 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"/>

FUTURE PLANS

NATURAL RESOURCES

d.) Future Plans/New Initiatives

- Continue to assist Emergency Management with cleanup and water delivery as needed
- Continued repairs to fencing and land as needed

PLANNING & DEVELOPMENT

e.) Future Plans/New Initiatives

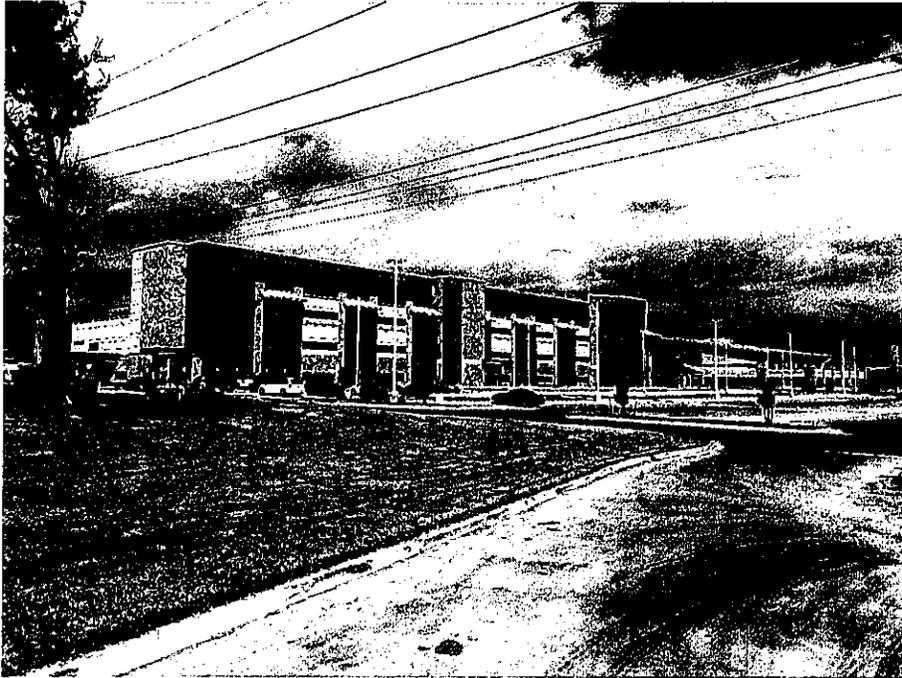
- **New WW Hastings Joint Venture; EXTERIOR:** Backfill of curb ongoing; Landscape install ongoing; **INTERIOR:** MEP ongoing; Overhead fire suppression ongoing; Grid ceiling install ongoing; Setting door frames ongoing; Drywall ongoing; Mud and tape ongoing; Duct and pipe hangers installation ongoing; Pipe and duct insulation ongoing; Electrical feeder cable installation ongoing; In wall plumbing, ongoing; In wall electrical ongoing; Electrical fixture install ongoing; Electrical devices install ongoing; Electrical hookup to mod furniture ongoing; Electrical hookup for GE equipment ongoing; Electrical hookup for Steris equipment ongoing; Kitchen equipment install ongoing; Flooring install ongoing; Restroom tile install ongoing; Priming and first coat painting ongoing; Install casework ongoing; Terrazzo install ongoing; VTC install ongoing; Wood ceiling install ongoing; Installing millwork.
- **CN/OSU Osteopathic Medical School –** Sector 1 upper level wall footing excavation ongoing; Sector 1 upper level wall footing concrete placement ongoing; Basement wall waterproofing ongoing; Installation of sanitary sewer line ongoing; Steel erection ongoing; Sector 1 agg base fill ongoing.

FACILITIES MANAGEMENT

f.) Future Plans/New Initiatives

- Re-surface walking trails
- Install sunscreens in Main Complex

**New WW Hastings Joint Venture
October 2019**



Cherokee Nation Outpatient Health Center



Cherokee Nation/OSU Osteopathic Medical School Building

**CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE
REPORT**

Group: Government Resources

Month/Year of Report: October 2019

Executive Director: Tina Glory Jordan

Email: tina-glory-jordan@cherokee.org

Phone: 918-453-5101

Director: Ginger Reeves

Email: ginger-reeves@cherokee.org

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 October.

2. Leases. Three restricted hunting leases are pending approval by BIA. Three tribal grazing leases were approval by BIA.
3. Appraisals. One appraisal was ordered and approved.
4. Environmental Reviews. Three environmental reviews were requested and completed.
5. Inventory/Heirships, Administrative Law Judgments, Report for Distributions. Eight Inventory/Heirships were requested, completed and returned. One ALJ was requested, completed and returned. Six RFDs were requested and processed.
6. Last Will and Testaments. Two LW&Ts were prepared and endorsed.
7. Rights of Entry. 17 rights of entry were requested and prepared.
8. On-Site Inspections, Home visits, Trespass issues. 16 on-site inspections were requested and completed. Three home visits were requested and completed. Three trespass issues were reported and addressed.
9. Maps/platting. 27 requests for maps/platting assistance were received and completed.
10. Jurisdictional calls. 66 jurisdictional calls were completed during the month, with 17 after hours.
11. District Court Probates. All new probate applications are being researched in preparation for filing in District Court.
12. Stats. 49 client sign-ins (walk-ins), 62 phone inquiries, 41 obituaries were processed.
13. Financial transactions. During the month of October, \$151,062.00 processed through the lockbox and \$55,220.84 processed as lease payments.
14. TAAMS. Two staffers continue to encode into the Trust Asset and Accounting Management System (TAAMS) at the BIA-EORO three days each week.
15. Impact Aid. One impact aid verification from was processed during the month.
16. Additional items. The audit opening was held on September 18. The process will continue possibly through November.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Oct. (FY20)
Senior Director: Wayne Isaacs

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)	79	79	9%
6 ERR (Roads)	0	0	0%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	8	8	3%

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	11	11	7%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
150 Energy Audits	0	0	0%

f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	3	3	10%

g) Landfill Inspection Dates & Meetings:

Oct 1st, Oct 2nd, Oct 3rd, Oct 8th, Oct 16th, Oct 17th, Oct 21st,

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

II Highlights:

a) Clean Air Program:

- Staff attended the Tribal Governance Group (TGG) monthly call on October 1st.
- Staff gave a presentation about the Air Monitoring Program at the monthly Environmental Protection Commission meeting on March 2nd.
- Staff attended the NTAA Mobile Sources Work Group monthly call on October 3rd.
- Staff attended Tribal Governance Group (TGG) standing call with EPA on October 9th.
- Staff will attend the “Tribal Outreach: Discussion about Citizen Science Vision” conference call on October 28th.
- Staff will assist with the ITEP “Management of Tribal Air Programs and Grants” course October 29th – 31st in Tulsa, OK.

b) Clean Water Program:

- Staff ran bacteria samples for the City of Tahlequah from Town Branch on September 26th as part of an ongoing study to delist Town Branch from the Oklahoma 303d impaired waters. This will be the last sample for the Primary Body Contact season.
- Staff sampled Caney Creek, Little Lee Creek, Flint Creek, and Sallisaw Creek the week of September 17th – 19th. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff presented at the Environmental Protection Commission meeting on October 2nd over the Clean Water 106 program.

c) Pesticides Program:

- Staff attended the Cherokee Nation EVS Safety Committee meeting and gave a brief presentation “Bed Bug IPM in a Health Clinic Setting” on September 25th.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff hosted a meeting on September 26th with project officer Eric Nystrom, the new Region 6 Branch Chief Monica Smith, and the new Region 6 Section Chief Robert Lushek.
- Staff attended the Tribal Pesticides Program Council Meeting in Toppenosh, WA October 7th – 11th.
- Staff will attend the 2019 EPA/States/Tribal/CES fall meeting in Dallas, TX October 15th – 17th.
- Staff continues to enter pesticides application notifications received for the current quarter.

d) Underground Storage Tank (UST) Program:

- Staff accompanied CNB and CNE during the official USEPA inspections of the Outpost #1 and Roland Travel Plaza on September 18th. The Outpost was found to be missing several interstitial monitoring records and Roland was missing the original cathodic protection installation records. Both of these are minor violations and CNB/CNE are currently working to correct these issues.
- Staff accompanied CNB/CNE staff members on September 24th during a meeting with a potential new UST contractor to help address issues at both Outpost #1 and Roland TP.
- Staff participated in a conference call with CNB/CNE and Building and Earth on October 9th to discuss possible remedies for the water intrusion issue at Outpost #1.

e) Natural Resource Damage Assessment and Restoration (NEDAR)

Tar Creek:

- Staff attended the Tri-State Mining Partnership Meeting in Miami, Oklahoma on September 24th and 25th. This meeting focused on Tri-State NRDAR activities and EPA provided remedial updates.
- Staff participated in the Tar Creek Trustee Council Meeting after the Tri-State Meeting on September 25th. This meeting focused on Restoration Next Step Activities and the Public Announcement for Restoration Proposals.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff attended the Tar Creek Trustee Council Indian Tribes Meetings on September 25th and 26th. These meetings focused on Restoration Planning, Tribal Project Updates and next steps for Tribes.
- Staff participated in the TCTCIT Conference Call with Tribal Attorney, Consultant and participating Tribes on October 11th. This call focused on TCTCIT activities.

National Zinc:

Cherokee Nation signed the final Consent Decree with the PRP for the National Zinc Trustee Council.

Tulsa County Smelter Complex:

No activities were conducted during this monthly timeframe.

f) Brownfields:

Staff met with Kathryn Sunny and Frank Harjo with the Muscogee Creek Nation to discuss the components for a Brownfield's QAPP. Staff also provided documentation templates that are used in writing Phase I ESAs and an ASTM Guidance Checklist that is used as a tool to confirm that necessary data and information are included via ASTM E1527-13 Standards

g) Cherokee Nation Real Estate Services:

Staff inspected and completed the Cherokee Nation Real Estate Service's Lancaster Property. This project is in the final phase for the BIA to put the land into Trustee Status for Cherokee Nation.

h) Lead-Based Paint:

- Staff sent out late quarterly report letters to certified supervisors for the Lead Certification/Accreditation Program.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff audited the LBP Inspector and Risk Assessor initial classes at the Oklahoma Association of Community Action Agencies in Edmond as part of the lead certification accreditation program.
- Staff completed and submitted for review the quarterly report for the LBP Certification/Accreditation Program grant.
- Staff submitted the LBP quarterly inspection reports to CNEP and ODEQ.
- Staff made packets and flyers for the packet distribution on Lead Hazards for the Tahlequah and Stillwell CDC centers scheduled for Children's Health Week on October 22, 2019.
- Staff participated on a Lead Mapping Project conference call on Wednesday, September 25, 2019. Discussions included inquiry of callers of any additional lead data to be submitted to EPA. EPA is seeking any additional lead data to be submitted in excel spread sheets. The next step will be to update the mapping tool and send out the updated version.

i) General Assistance Program(GAP CORE):

- Staff completed and submitted for review the GAP Core and GAP ITEC year-end reports.
- Staff began the process of reviewing the work plans for the 2020 Brownfields, GAP Core and GAP ITEC grants.
- Staff made packets for the Jay Clinic Health Fair to be held on October 17, 2019.
- Staff worked on the planning of the Staff Development Day. Staff worked with the Heritage Center about activities for staff development and worked with the Casino about meeting space and worked with Rib Crib about the food order.
- Staff worked on and created maps for the Cherokee Nation Dump Sites. Staff revised the databases so that information can be easily imported into ArcMaps.

j) Native American Housing and Self Determination Act (NAHASDA)

- Staff reviewed and finalized the Charlie Kirk Property Phase I ESA. The Phase I ESA is being conducted for the purpose of new construction of 15 single-family dwellings, including water and sewage connection and installation on 18.25 acres of land.
- Staff continued worked on the narrative sections of the Phase I ESA for the Mud Valley Road Property and researching the Environmental Data Resources (EDR) reports. The

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Phase I ESA is being conducted for the purpose of new construction of 15 single-family dwellings, including water and sewage connection and installation.

k) Superfund Program:

- Staff completed the Pyramid Corner Site, located in Delaware, Oklahoma for Cherokee Nation. This abandoned business has been vacant for several years and the report has been submitted to EPA Region 6 Superfund Program.
- Staff corresponded with ODEQ and EPA about the Fansteel Site and is coordinating a meeting to discuss future activities for the site.

Energy:

Staff continues to review and revise the Cherokee Nation Strategic Energy Plan.

l) E-Enterprise for the Environment:

- Staff participated in the conference call with Ross Strategic to prepare for the EEEEC Conference Call and the upcoming Tribal EELC Conference Call. Ross will participate in the next Tribal EELC conference call to provide information on the upcoming Fall Face to Face EELC Meeting.
- Staff participated in one call with the Tribal EELC Co-Chair Conference Call. This call focused on upcoming activities, preparing for the EEEEC Call and the Face to Face Meeting.
- Staff participated in three conference calls with EPA E-Enterprise Project Officers. These calls focused on EELC Meeting Call, Travel, and EE Fall Face to Face Meeting.
- Staff participated in the EE Citizen Science Strategy Conference call on September 30th. This is a new EELC Workgroup and the call was to plan and prepare for the creation of this new workgroup.
- Staff participated in the EELC Tribal Call with Chris Price on September 30th. Mr. Price requested this call to discuss updates, plan for the Fall Face to Face Meeting and staff provided information from the Emerging Threat/Risk Communication/SIREN Tool Workgroup.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff participated in one EEEEC Conference call for the E-Enterprise. This call focused on Onboarding Information for the new Tri-Chairs for the EELC and preparation logistics for the upcoming Fall Face to Face meeting.
- Staff participated in the QAPP Terms and Conditions Sub Workgroup Conference Call. This call focused on the new EE Sub Workgroup to focus on QAPP requirements and templates.
- Staff continued e-mail correspondence with EPA and Ross Strategic regarding the upcoming Emerging Threats/Risk Communication/SIREN Tool Workgroup. Tribal participants have been identified and the Workgroup is planning on kickoff calls for workgroup activities which also includes a face to face meeting to test the SIREN Tool.

m) Hazardous Waste

Year 2 – Staff started research for the New Year 2 Hazardous Waste Grant. Staff collected contact information, researched cities that could use assistance. Staff is looking and researching possible locations for the household hazardous waste collection events.

n) Misc.

- Staff visited the Landfill for a drone fly-over of the new cell construction.
- Staff attended the Celebration of Cherokee Speakers. As part of the 2019 Year of Indigenous Languages, the Cherokee Nation Translation Department and Master Apprentice Language Program have partnered to host a Celebration of Cherokee Speakers.
- Staff attended the Cherokee Language Consortium meeting with the Eastern Band Cherokee Indians in Cherokee, NC.
- Staff volunteered for the Cherokee Nation Elder Summit on September 24th at the Cherokee Casino.
- Staff attended the Annual American Indian Science & Engineering Society (AISES) in Milwaukee, WI, October 10-12.