

Group:	Management Resources	Month/Year of Report:	March FY18 Report for April 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

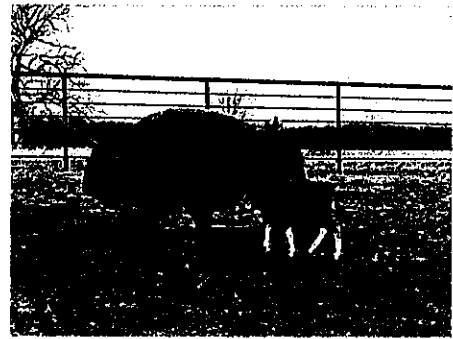
a.) Accomplishments

NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
Acres acquired that enables jobs, language, or community		
Chemical Brush/Weed Control (spray)		
Lease Compliance/Tribal land inspections	1	76
Mechanical Weed/Brush Control	310 ac	2,469 ac
Provide Technical Assistance to Communities	24	49
Hay baled		30
Crops for families from Jay Community Garden		68

- **Community Assistance Projects**
 - Built raised garden for ICW in Tahlequah
 - Tilled 23 gardens
- **Tribal Land Projects**
 - Fence repair on CMS-4
 - Put new roof on shop at SEQ-1
 - Brush hogged on the following units:
 - 70 acres on CMS-2
 - 60 acres on KEN-37
 - 40 acres on KEN-23
 - 50 acres on KEN-25
 - 90 acres on KEN-18
- **Resources Projects**
 - Equipment repair and maintenance
 - Attended EPC Meeting
 - Worked on list for surplus sale
 - Attended NRCS Meeting in Sallisaw
 - Attended Delaware County Conservation District Board Meeting
 - Met with Pawnee Nation staff about getting pines for teepee poles
 - Delivered light poles to National Cherokee Nation Park
 - Grounds Maintenance completed at the following sites:
 - Cherry Tree
 - Bell Community Building
 - Flint Courthouse

- Jay Community Garden
 - Planted seeds in pots and garden
 - Worked on grow table tops for greenhouse
- Bison Project
 - Completed weekly checklists on health and food intake
 - First calf this year born March 19
 - Bison headcount is 87



**PLANNING & DEVELOPMENT
NEW CONSTRUCTION**

a.) Accomplishments

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

FACILITIES MANAGEMENT

b.) Accomplishments

- Replaced lights on poles on east side of Motel
- Dismantled cubicles in the old Tag Office
- Began painting old Tag Offices
- Dismantled judges bench and jury box at Old Court House
- Removed shelf off wall at Old Court House
- Changed out breaker in Purchasing Warehouse
- Installed recept for Security alarm to be installed on second floor exit doors
- Repaired roof leaks on Roads Annex
- Repaired road at the Marshall Shooting Range
- Began handrail and ramp at Human Resources
- Picked up brick for dumpster wall
- Installed temporary signage for 7 judicial parking spaces at the Main Complex west end

- Hired new daytime housekeeping staff
- Repaired wall cabinet in the Veteran's Center
- Repair on multiple bay doors at EMS
- Pumped septic tank at Career Services Learning Center
- Pumped septic at EMS
- Installed transition strip on floor in IT
- Installed rubber baseboard to match current in conference room at IT
- Installed building ground in IT vendor room
- Installed new fluorescent lights in mail room
- Dug up sewer line and re-plumbed sewer line to KATS sewer tank at Career Services Learning Center
- Continued remodel at Motel 218, 210 & 220
- Installed electric for new water heater above dishwasher in KAWI Café
- Repaired gas leak at 51 Warehouse
- Repaired control box at well on Berry Property
- Changed out lights in the Mailroom Office
- Transported items to OKC for CN Legislative Day
- Patched concrete on sidewalks by KATS
- Continued spraying pre-emergent on grounds
- Mounted sharps disposal boxes in 2nd floor restrooms at Main Complex
- Moved three offices in Human Services to Penthouse
- Repaired overhead door at Water & Sanitation at HWY 51
- Took 14 tables to SHS for prom
- Changed out receipts at Berry Property
- Moved three offices for One Fire to old GeoData area
- Preventative maintenance on circulation pump in Boiler Room at Motel
- Removed roof and tree debris from drainage pipe at Human Services

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 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; Steel ongoing; Decking ongoing; Exterior framing ongoing; foundation drains ongoing; Roof drain tie ins ongoing; Grading south side ongoing;; Backfill of curbs along visitor drive ongoing; Area 15 agg base ongoing; EFIS ongoing; Roofing ongoing; Westside pergola footings ongoing; Dock footings ongoing; Curb and gutter ongoing; West fiber optic line install ongoing;. **INTERIOR:** MEP ongoing; CMU walls ongoing; Fireproofing ongoing; Overhead fire suppression pipe rough

ongoing; Framing ongoing; Setting door frames ongoing; Duct work ongoing, Pipe and duck hangers ongoing; MEP plant cement ongoing

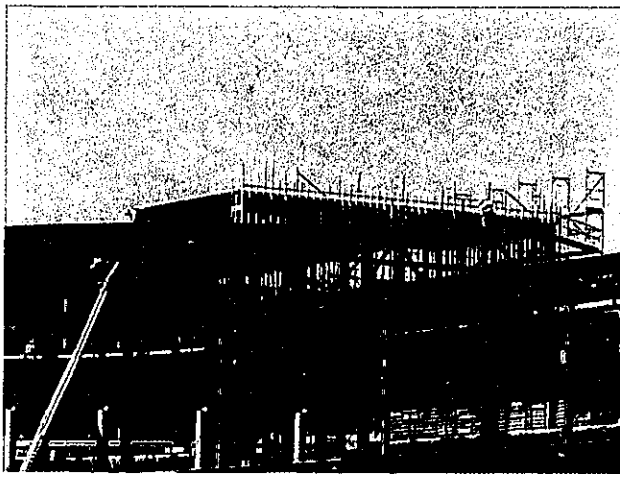
- **Main Complex** –; Clean up ongoing.
- **Saline Court House:** (walking trails) – Plans for CNB are not totally developed; Final cut and surface materials has been posted and held pre-bid, bid closes 3/27/17
- **Capitol Pavilion** – Log rafters have been set; Staining of logs ongoing

- **Three Rivers Clinic Water Remediation** – Phase 1 asphalt placement completed; starting phase 2 week of 10/9/17
- **Cort Mall** – fire remediation – Demo of stairs complete

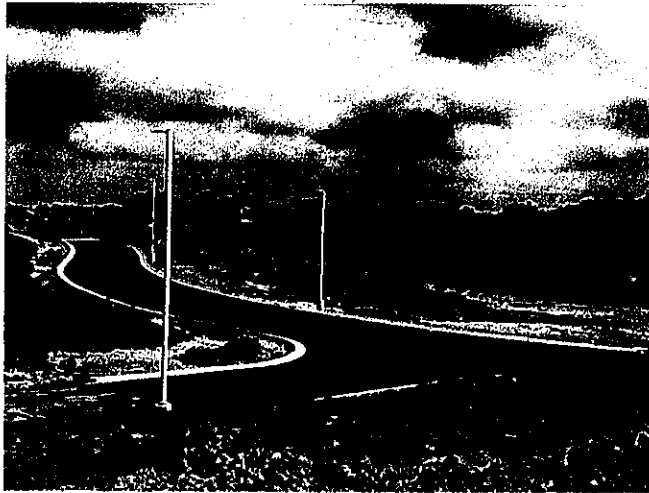
FACILITIES MANAGEMENT

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



**Working on Steel – CN Outpatient Clinic
March 7, 2018**



**Portion of Visitor's Drive – CN Outpatient Health Center
March 23, 2018**



**3:00 am Concrete pour – CN Outpatient Health Center
March 23, 2017**



**Ongoing construction - Down town Pavilion
March 13, 2018**



**Remediation - Cort Mall
March 21, 2018**

**CHEROKEE NATION TRIBAL COUNCIL
RESOURCES COMMITTEE REPORT**

Group: Government Resources

Month/Year of Report: March 2018

Executive Director: Chuck Hoskin, Jr.
Email: chuck-hoskin@cherokee.org

Phone: 918-453-5644

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 March.
2. Fee to Trust applications. There are seven applications being processed for submission to BIA.

3. Appraisals. Nine appraisals were ordered; three were approved during the month of March.
4. Environmental Reviews. One environmental review was requested and received.
5. Quiet Titles. Two Quiet Title requests were received, researched and returned.
6. Inventory/Heirship, Administrative Law Judgment, Report for Distribution. Seven Inventory/Heirships were requested, completed and returned. One ALJ was requested and is in process.
7. Last Will and Testaments. Two LW&Ts were prepared and endorsed; one District Court approval was completed; three interviews were taken for a LW&T during the month of March.
8. Rights of Way/Easements, Rights of Entry, Service Line Agreements. Two Rights of Way were approved; one pending. Eight Rights of Entry were requested and prepared. One Service Line Agreement submitted, one pending, one approved.
9. On-Site Inspections, Home visits, Trespass issues. 23 on-site inspections were requested and completed. Six home visits were requested and completed. Three trespass issues were addressed.
10. Leases. Four restricted hunting lease renewals were submitted to BIA for approval. Six tribal Arkansas Riverbed oil and gas leases were approved.
11. Maps/platting. 32 requests for maps/platting assistance were received and completed.
12. Jurisdictional calls. 67 jurisdictional calls were completed during the month, with 25 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. Stats. 96 client sign-ins (walk-ins), 65 phone inquiries, 51 obituaries processed.
15. Financial transactions. \$288,241.88 was processed through the lockbox and \$19,834.09 was processed as lease payments during the month of March.
16. Impact Aid. Colcord school was assisted with their impact aid determinations.
17. 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 three days each week.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

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

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)	46	306	34%
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	15	45	18%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	0	4	8%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	13	42	28%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	6	48	24%

f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	8	24	80%

g) Landfill Inspection Dates & Meetings:

March 2nd, March 8th, March 22nd

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

II Highlights:

a) Clean Air Program:

- Inquest Environmental performed independent audits at all air monitoring sites during the week of March 5th.
- Staff attended the Tribal Air Monitoring Support (TAMS) Center Steering Committee face-to-face meeting in Las Vegas March 6th – 8th.
- Staff will verify the quarterly ozone transfer standards against the local primary ozone standard by the end of the month.
- Staff will complete the upload of the 4th quarter 2017 data to the EPA Air Quality System (AQS) by the end of the month.
- An AMEC representative will perform the CASTNet semi-annual audit at the Stilwell site on March 26th – 27th.

b) Clean Water Program:

- Water staff attended the Waters of the United States (WOTUS) webinar on February 20th and the Watershed Management Optimization Support Tool (WMOST) webinar on February 21st.
- Staff sampled Spavinaw Creek, Saline Creek and Fourteen Mile Creek March 12th – 15th.
- Staff should receive the approved QAPP for the Clean Water 106 program by March 23rd.

c) Superfund Program:

- Staff is working with ODEQ to set up a meeting for the FMRI, Inc. (Fansteel) site in Muskogee, Oklahoma.
- Staff continued working on updating the Superfund and Brownfields Programs Quality Assurance Project Plan (QAPP).

d) Underground Storage Tank (UST) Program

- UST staff performed a monthly walk-thru inspection at the Roland Travel Plaza and Outpost #1 for the Cherokee Nation on February 19th; there were no deficiencies noted during these inspections.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

f) Natural Resource Damage Assessment and Restoration (NRDAR)

Tar Creek:

- Staff participated in the Tar Creek Trustee Council (TCTC) Conference call to discuss the Tribal Springs Study on February 16th. This call focused on addressing the final round of comments and finalizing the Tribal Springs Study.
- Staff participated in the Tar Creek Trustee Council Meeting/Conference call on March 8th via conference call. Focus of this meeting/call was project updates, restoration funding request and case management.
- Staff participated in the Tar Creek Trustee Council Indian Tribes conference call on March 9th. The Tribal conference call focused on on-going NRDAR Projects, Tribal Interview Study, and case management.
- Staff participated in the Tribal Interview Study for the Tar Creek Trustee Council Indian Tribes on March 13th. Focus of this call was to discuss the second round of questions and next steps.

National Zinc:

- No new activities during this monthly timeframe.

Tulsa County Smelter Complex

- No new activities during this monthly timeframe.

g) Brownfields

- Staff are continuing to update the Phase I Environmental Site Assessment (ESA) information in the Brownfields Inventory Tool (BIT).
- Staff updated the EPA ACRES database for assessment and financial data for brownfield sites.
- Staff attended the Asbestos Refresher Training at the Oklahoma Asbestos Training Institute in Tulsa, Oklahoma.
- Staff participated in the Oklahoma Brownfields Conference Committee Meeting on March 2nd.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

h) Realty

- Staff worked on the Teehee Property Phase I ESA for Cherokee Nation Real Estate Services. This project is a “Removal from Trust” property.

i) Lead-Based Paint (LBP):

- Staff visited Muskogee Clinic, Jay Clinic and Jay HACN to distribute Lead outreach materials.
- Staff received renewal applications from two (2) Firms, three (3) Supervisors and eight (8) Risk Assessors for the FY 2018-2019 certification year during the month.
- Staff attended a parent/teacher meeting at Shady Grove Head Start to discuss lead poisoning prevention.
- Staff presented lead-based paint educational outreach at the Wilma P. Mankiller Health Center Employee Health Fair.