

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	FY19 Report for August Mtg.		
<b>Executive Director:</b>	Interim – David Moore	<b>Phone:</b>	David – (918) 453-5000 X. 4137	<b>E-mail:</b>	<a href="mailto:david-moore@cherokee.org">david-moore@cherokee.org</a>

## I. Budget Highlights

Please refer to the monthly financials from the Financial Resources Group

## II. Program Highlights

### ACCOMPLISHMENTS

#### NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
New fencing	1	1
Chemical Brush/Weed Control (spray) <i>*Spring only*</i>	270	4570
Lease Compliance/Tribal land inspections	0	0
Mechanical Weed/Brush Control	2	879
Provide Technical Assistance to Communities	1	12
Hay baled (2019) <i>*Summer only*</i>	616	932
Crops for families from Jay Garden	23	85

#### Resources Projects

- Helped with flood cleanup in Moffet, Oklahoma
- Cutting and baling hay at several locations.
- Cleanup and repair road at Taylor's Ferry.
- Cleanup of Tribal property on Earl St for Realty
- Cleanup of Tribal property at Duck Lane Addition for Realty.
- Assisted flood cleanup in Webbers Falls
- Assisted Emergency Management with area disaster cleanup

#### Jay Community Garden

- Built gourd fence for ICW in Tahlequah.
- Tilled and packed garden and perimeter.
- Cultivated between rows.
- Harvested onions, peaches, cucumbers, squash and tomatoes.
- Spray perimeter fence and sections of garden for weeds.
- Water and weed garden.

#### Bison Project

- 26 Bison calves so far.
- Fill out weekly checklist
- Setting posts and welding "H" braces for new buffalo pasture.
- 5 Buffalo tours
- Started 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"/>
Dahlongegah Park	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlongegah Shop	<input checked="" type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Flint Courthouse	<input 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

- Set up for All Employee Appreciation Day, fans, electric, trash and 2 – 60x120 tents and then the tear down of the event and clean up
- Painted an office in Roads Building
- Installed new light fixtures and changed out ballasts in Water & Sanitation at HWY 51
- Repaired water leak at Motel 111
- Prepping and working ballfields for weekend tournaments
- Replaced bad compressor, fuse and connector on units at FRB
- Changed out thermostats in FRB
- Replaced lights in stairwell at Career Services in Sallisaw
- Set 60x120 tent at Tahlequah Casino for CCO
- Worked on WW Keeler sprinkler system and repaired two line breaks
- Replaced multiple HVAC units in motel offices
- Inspected service in new Career Services building in Vinita
- Moved furniture and replaced flooring in KATS building
- Assisted with flood clean up in Moffet
- Installed new flooring in KATS Building
- Re-keyed Penthouse office area above Restaurant
- Began clearing out the Berry Property of items stored
- Began complete remodel of Berry Property, changed out all light switches, began pulling up old trees and clearing out dead trees around the fenced area, reinstalled doors
- Cleaned out sewer line at Stilwell Complex
- Finished pulling wire to lights and moved light switch to door entrance at 51 Warehouse
- Continued painting at EMS

### 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 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

### PLANNING & DEVELOPMENT

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

- **New WW Hastings Joint Venture; EXTERIOR:** Backfill of curb & islands ongoing; Curb prep ongoing; Prepping concrete joints and caulking; Stone work for entry sign ongoing; Irrigation installing ongoing; Stone column work ongoing; Waterproofing on stone columns ongoing. Installing curbs in Area 30 ongoing. **INTERIOR:** MEP ongoing; Overhead fire suppression ongoing; Testing fire suppression ongoing; Framing ongoing; Grid ceiling install ongoing; Setting door frames ongoing; Drywall ongoing; Mud and tape ongoing; Duct and pipe hangers installation ongoing; Duct and pipe insulation ongoing; Electrical feeder cable installation ongoing; Electrical large and small conduit installation ongoing; Electrical wire way conduit electrical rooms ongoing; In wall plumbing, ongoing; In wall electrical ongoing; Flooring install ongoing; Restroom tile install ongoing; Data tray install ongoing; Window frame install ongoing; Aluminum store front coat painting ongoing; Priming and first coat painting ongoing; MRI shielding ongoing; Canopy framing ongoing; Install casework ongoing; Terrazzo install ongoing; VTC install ongoing; Overhead coiling door install ongoing; Stone column install ongoing; Wood ceiling install ongoing; Installing millwork.
- **CN/OSU Osteopathic Medical School** – Dirt work ongoing, Basement spot footing excavation ongoing; Spot footing concrete placement ongoing; Tying rebar cages for footings ongoing; Underground MEP ongoing; Basement wall rebar installation going; Basement wall form install ongoing.

### FACILITIES MANAGEMENT

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

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

New WW Hastings Joint Venture  
July 2019



**CN Outpatient Health Center – front approach**



**CN/OSU Medical School**

**CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE  
REPORT**

**Group:** Government Resources

**Month/Year of Report:** July 2019

**Executive Director:** Chuck Hoskin

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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:

- 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 July.

2. Fee to Trust applications. There are three applications that are awaiting decision by the BIA: two in Adair County and one in Sequoyah County. Three additional applications are being worked up by Real Estate Services.
3. Leases. One restricted hunting lease was submitted to BIA and approved. Four tribal agriculture leases are pending.
4. Appraisals. Three appraisals were ordered and received during the month of July.
5. Environmental Reviews. Two environmental reviews were requested and completed.
6. Inventory/Heirships, Administrative Law Judgments, Report for Distributions. Two Inventory/Heirships were requested, completed and returned. One ALJ was requested, completed and returned. Three RFDs were requested and processed.
7. Restriction Removal Applications. Two restriction removal applications are awaiting approval from BIA.
8. Rights of Entry. Six rights of entry were requested and prepared.
9. On-Site Inspections, Home visits, Trespass issues. Seven on-site inspections were requested and completed. Four home visits were requested and completed. Five trespass issues were reported and addressed.
10. Maps/platting. 21 requests for maps/platting assistance were received and completed.
11. Jurisdictional calls. 68 jurisdictional calls were completed during the month, with 27 after hours.
12. District Court Probates. All probate applications are being researched in preparation for filing in District Court.
13. Stats. 77 client sign-ins (walk-ins), 59 phone inquiries, 36 obituaries were processed.
14. Financial transactions. During the month of July, \$102,401.02 was processed through the lockbox and \$15,960.76 was processed as lease payments.
15. Impact aid. Requests for Impact Aid applications are ongoing.
16. TAAMS. Two staffers continue to encode into the Trust Asset and Accounting Management System (TAAMS) at the BIA-EORO three days each week.
17. Additional items. Six RES staff attended a Stigler Act Amendment meeting on July 10 in Tulsa. Inter-Tribal Conference was attended by Ginger Reeves, Joel Bean and Paula Hobbs on July 11.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, July (FY19)  
Wayne Isaacs, Senior Director of Environmental Programs

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)	60	609	68%
6 ERR (Roads)	1	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	10	129	52%

### 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	13	98	65%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	3	58	29%

### f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	1	25	83%

g) Landfill Inspection, and Permit work - Dates & Meetings:  
July 1<sup>st</sup>, July 8<sup>th</sup>, July 12<sup>th</sup>, July 18<sup>th</sup>



# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Construction on the new cell is going well, but has been somewhat delayed because of the weather. The clay liner is  $\frac{3}{4}$  finished, and the synthetic liner is scheduled to be installed in the next few weeks.

## II Highlights:

### a) Clean Air Program:

- Staff attended the EE/EN Tribal Governance Group (TGG) conference call on July 2<sup>nd</sup>.
- Staff attended the CASTNET Kick-off call for tribes on July 2<sup>nd</sup>.
- Staff submitted the 3<sup>rd</sup> QTR FY19 air monitoring report to EPA Region 6 on July 9<sup>th</sup>.
- Staff attended the AHMP-Oklahoma Section Meeting at OSU Tulsa on July 11<sup>th</sup>.
- Staff will attend the webinar on the Affordable Clean Energy Rule Package on July 18<sup>th</sup>.

### b) Clean Water Program:

- Staff ran bacteria samples for the City of Tahlequah from Town Branch on June 27<sup>th</sup>, July 2<sup>nd</sup>, July 11<sup>th</sup> and July 18<sup>th</sup> as part of an ongoing study to delist Town Branch from the Oklahoma 303d impaired waters.
- Staff sampled Caney Creek, Spring Creek and Flint Creek the week of June 17<sup>th</sup>-21<sup>st</sup>. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff sampled Saline Creek, Spavinaw Creek, Sallisaw Creek, Little Lee Creek, Saline Creek and Fourteen Mile Creek June 24<sup>th</sup>- 28<sup>th</sup>. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff submitted the revised FY20 Clean Water 106 grant to EPA Region 6 on July 1<sup>st</sup>.
- Staff sampled Eucha Lake on July 10<sup>th</sup> for water quality purposes. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, TDS, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff sampled Spavinaw Lake July 9<sup>th</sup> for water quality purposes. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, TDS, Total Phosphorus, Sulfate, Nitrate, Nitrite, permit metals, and TKN.
- Staff is currently working on the FY19 Clean Water 106 3<sup>rd</sup> QTR report due to EPA Region 6 on July 31<sup>st</sup>.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## c) Pesticides Program:

- Staff submitted the revised FY20 Pesticides grant application to EPA Region 6 for an additional \$15,350.00.
- Staff joined the Tick IPM workgroup conference call; the Tick Academy draft agenda was discussed.
- Staff submitted a pesticides report to the Tribal Environmental Coalition of Oklahoma via Jason White.
- Staff is currently working on the FY19 Pesticides 106 3<sup>rd</sup> QTR report due to EPA Region 6 on July 31<sup>st</sup>.
- Staff continues to enter pesticides application notifications received for the current quarter.

## d) Underground Storage Tank (UST) Program

- Staff assisted the Choctaw Tribe with a question about 40 CFR Subpart 280 via email on June 20<sup>th</sup>.
- Staff assisted Joseph Washum with questions about UST record keeping for OP1 and Roland via a phone call on June 27<sup>th</sup>.
- Staff assisted the Choctaw Nation with an equipment question pertaining to submersible pump sump monitoring via email on July 3<sup>rd</sup>.

## e) Superfund Program

Staff prepared monthly and weekly reports for the Superfund Program.

## f) Brownfields Program

- Staff worked on the format and design for an updated Brownfields Inventory. Any properties that have had a Phase I Environmental Site Assessment (ESA) were added to the inventory. Changes in format of the database are made as needed for each site.
- Staff updated site data and information to the EPA Assessment, Cleanup and Redevelopment Exchange System (ACRES).

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## g) Natural Resource Damage Assessment and Restoration (NRDAR)

### Tar Creek

- Staff participated in the July 10<sup>th</sup> Tar Creek Trustee Council Meeting via conference call. This meeting focused on restoration next steps activities and updates from the Tar Creek Trustee Council.
- Staff participated via conference call for the Tar Creek Trustee Council Indian Tribes Meeting via conference call on July 12<sup>th</sup>. This meeting focused on Restoration Next Steps Meeting and follow up tasks, Assessment Studies, OU4 and OU5 timelines, Terrestrial RCDP and the Tribal Interview Study.

### National Zinc:

No activities were conducted during this monthly timeframe.

### Tulsa County Smelter Complex:

No activities were conducted during this monthly timeframe.

## h) LEAD-BASED PAINT CERTIFICATION

- Staff visited Claremore Indian Hospital Ochelata Clinic, Vinta Clinic and Jay Clinics for LBP Outreach. Staff also visited the HACN offices in Jay and Locust Grove for Lead RRP outreach.
- Staff submitted LBP quarterly activity reports to ODEQ and CNEP.
- Twenty-one (21) quarterly reports were received from certified Project Designers, Supervisors and Risk Assessors. Two (2) Supervisors were late with reports and had to be notified.
- Staff placed a new information rack for LBP at the Nowata clinic.
- Staff submitted the Lead Certification/ Accreditation grant quarterly report to grants management for review and then submitted it to the EPA Region 6 project officer.

## i) GENERAL ASSISTANCE PROGRAM (GAP CORE)

- Staff attended Mold Technician Training. Topics covered were Sources of Mold, Potential Health Effects, Workplace Safety, Technical and Legal Considerations, Remediation Techniques, and Work Practice Standards.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff updated the CNEP outreach display and attended the 15<sup>th</sup> Annual Community Leaders Conference at the Cherokee Nation Casino in Tahlequah.
- Staff attended the Tribal Environmental Coalition of Oklahoma (TECO) Meeting at the Sac & Fox Nation in Stroud, Oklahoma on July 9<sup>th</sup>.

## j) GAP TRAINING

- Staff conducted the Intro to Drone Class for ITEC member tribes at the CNEP training room in Tahlequah. Topics covered were Drone Registration, Drone Pilot Certification, Drones in the Work place, and Drone Flight Demos. There were 15 students from 8 Tribes that attended.
- Staff sent out registration information about the Water Treatment-Level1 Training that Inter Tribal Council of Arizona will be offering. The training will be August 12-16, 2019 at the Cherokee Nation Environmental Programs office.

## k) Household Hazardous Waste

- Staff worked on the Hazardous Waste Quarterly Report. This report is completed and sent to the EPA Project Officer for the Hazardous Waste Grant.
- Staff worked on and completed the Household Hazardous Waste Collection Events PowerPoint for the ITEC Conference.
- Staff submitted the Grants Clearance Form to apply for the FY2019 Hazardous Waste Grant. The Clearance Form has been approved by the Cherokee Nation's Grant Development.

## l) E-Enterprise

- Staff participated in the EE QAPP Chairs Coordination Conference Calls on June 24<sup>th</sup> and July 8<sup>th</sup>. This call focused on tasks for the QAPP Workgroup and preparing for the full EE QAPP Conference Call.
- Staff participated in the QAPP Lean Implementation Plan Workgroup Conference Call on June 26<sup>th</sup>. This call focused on Workgroup activities and tasks.

## m) Realty:

Staff reviewed and finalized the Beck Mills Phase I ESA. The Phase I is being conducted for Cherokee Nation Real Estate Services as part of the Fee to Trust Acquisition Package.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## n) ATTAINS Environmental Exchange Network Grant

- Staff participated in the Tribal ATTAINS Pilot Conference Call on June 18<sup>th</sup>. This conference call focused on the Tribal ATTAINS Pilot Project.
- Staff participated in the NEIEN/ATTAINS Project Conference Call on June 25<sup>th</sup>. This call focused on next steps for the Tribal ATTAINS Pilot Project and the mentorship project.
- Staff participated in the ATTAINS Presentation to the Tribal Governance Group Conference call on July 2<sup>nd</sup>.

## o) E-Enterprise for the Environment

- Staff participated in the EE QAPP Chairs Coordination Conference Calls on June 24<sup>th</sup> and July 8<sup>th</sup>. This call focused on tasks for the QAPP Workgroup and preparing for the full EE QAPP Conference Call.
- Staff participated in the QAPP Lean Implementation Plan Workgroup Conference Call on June 26<sup>th</sup>. This call focused on Workgroup activities and tasks.

## p) Energy

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