

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	Nov. FY16 Report for December Mtg.		
<b>Executive Director:</b>	Bruce Davis	<b>Phone:</b>	453-5340	<b>E-mail:</b>	<a href="mailto:bdavis@chokeee.org">bdavis@chokeee.org</a>

**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		
Mechanical Weed/Brush Control	215 ac	235 ac
New Fencing		.25 mi
Provide Technical Assistance to Communities	2	10
Hay baled		85
Crops for families from Jay Community Garden	17	70

- **Community Assistance Projects**
  - Brush hogged around elder’s house for fire guard in Adair County
  - Delivered wood to elderly citizen in Bell
  
- **Tribal Land Improvement Projects**
  - Replaced t-posts on KEN 14B
  - Brush hogged 75 acres on CMS 7 and 140 acres on KEN 14
  
- **Resource Projects**
  - Equipment repair
  - Buffalo
    - Attended bi-weekly contractor meeting
    - Fed and wormed buffalo
    - Continue work on corral and pens
    - Working on waterline to corrals
    - Put up buffalo signs
  - Jay Community Garden
    - Garden maintenance
    - Picked turnips, peas, and lettuce
    - Picked up new tractor
  - Sallisaw Creek Park
    - Equipment maintenance
    - Picked up trash and limbs
    - Riding trail closed 11/20-12/7 for hunting (signs posted)

**GROUNDS KEEPING/MAINTENANCE**

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

**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 new bleacher and backed stadium seating, new foam insulation and metal wall panels. Working on remedy to the new railings. ADA platforms are complete.  
Water System Replacement –Project started 6/8/15. The main 8” loop around campus complete, starting the 6” smaller lines  
Boys/Girls Dorms Roof Replacement /Remediation – Complete – (shower rebuild in progress)

**NEW CONSTRUCTION**

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Cooweescoowee Clinic	December 2013	100%	April 2015
Wilma P Mankiller Addition	May 2014	100%	June 2015
Sam Hider Clinic	May 2014	70%	December 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		2016
SHS boys/girls dorm – roofing	June 2015		Complete
SHS stadium upgrades	July 2015		

**FACILITIES MANAGEMENT**

- Set up chairs, tables and podium at Nowata for Community Meeting
- Set up stage at Three Rivers for event
- Moved office at Environmental

- Located water lines around Courthouse for prep of new electric
- Repaired sewer lines in Admin Area Main Complex
- Hung sheetrock at White House
- Repaired sewer break and tore out carpet at Southgate
- Mud and tape work at Human Resources
- Ran a whip and wired in recep for furnace in Roads Building
- Repaired lights and recepts at Stilwell Complex
- Helped with parade set up and float
- Set up for Veteran's Day events
- 3 employees attended a Radiant Heat Training
- Set 20x40 tent, table and chairs for Vann family
- Began hanging Christmas lights at the Courthouse Square
- Prepared float for Claremore parade
- Repaired roof on citizen's home

**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**

**NATURAL RESOURCES**

- AML project – repair work on coal pit reclamation sites
- Grounds maintenance
- Completion of buffalo corral and shelter

**PLANNING AND DEVELOPMENT**

- **Wilma P. Mankiller Addition (CNCR)** – Few punch list items remain.
- **Sam Hider Clinic (CNCR)** – Slab grinding, with liquid dam epoxy system is complete, Floor coverings are 70% complete; Doors and hardware installation are 40% complete; Interior sump pump pits are being excavated and will be completed shortly, while the exterior drainage system will be completed by 12/11 – (Weather Permitting)
- **New WW Hastings Joint Venture** – Identifying services and programming, working on location and requirements. Proposals have been ranked. Interviews with architects are complete. Waiting on approval to award.
- **Main Complex – New Construction** - Column & beam installation complete; Exterior wall framing is ongoing. Trusses are being installed as they arrive. Decking is ongoing
- **Veteran's Center-**  
Statue – Foundry is currently 3 months behind schedule; No bids received for statue concrete base – calling TERO vendors for pricing.  
Memorial – completed.  
**Tornado Shelter Grant** – Expanding inquiries to the next level target area. One shelter has been constructed; there are several more that are complete or under construction.
- **OutPost #1** – Relocating utilities, Excavation is near completion, Footings being placed, Block walls for the CNG pump being placed.



- **Plaza** – Excavation is ongoing, Utility installation is ongoing, Studeville Ford – pad sub grade is complete, Buffalo Wild Wings – pad sub grade is complete.
- **Graham House (Markoma)** – Began work 10/16/15, To be done: lead base paint abatement, installing new roof, painting, updating electrical and data, updating plumbing, addressing HVAC, new flooring, parking area, along with other general updates as needed.



Cherokee Plaza



Redbird Clinic pavement



SHS Stadium



Sam Hider Clinic



WW Keeler Complex



Welch area storm shelter

### 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:** November, 2015

**Executive Director:** Bruce Davis  
**Email:** [Bruce-Davis@Cherokee.org](mailto:Bruce-Davis@Cherokee.org)

**Phone:** 918-453-5340

**Director:** Ginger Reeves  
**Email:** [ginger-reeves@cherokee.org](mailto: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:

- 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 land was purchased during the month of November.
2. Fee to Trust. During the month of November, two tracts of land were taken into "USA in Trust for Cherokee Nation", 1)"North Street" property containing .98 acre, and 2)"Hastings tract" containing 27.331 acres.
3. Appraisals. Three appraisals were requested and received.
4. Quiet Titles, Inventory/Heirships. Eight Quiet Title requests were received, all were researched and returned. Eight Inventory/Heirships were requested, researched and returned; none pending to date.

5. Report for Distributions, Summary Distributions, IIM Setups. Five Report for Distributions were requested, researched and sent to BIA for finalization; one was finalized by BIA and returned. One Summary Distribution was requested, submitted and final order received. 12 IIM setups were completed.
6. Last Will & Testaments. Two Last Will and Testaments were prepared and endorsed for Cherokee citizens; seven interviews were completed and three add'l drafts prepared.
7. Restriction Removal. Two restriction removal applications were requested; one submitted to BIA.
8. Leases. Two restricted hunting leases were submitted and approved.
9. Environmental Reviews. Two environmental reviews were requested and received.
10. Rights of Entry. Nine rights of entry were requested and processed.
11. On-Site Inspections, Home Visits, Trespass issues. Seven on-site inspections were requested and completed; two home visits were requested and completed; one trespass issue was addressed.
12. Environmental Reviews. Four environmental reviews were requested and received.
13. Maps/platting/survey assistance. 37 requests for maps/platting assistance was completed during the month.
14. Jurisdictional calls. 40 jurisdictional calls were completed during the month, with 15 after hours.
15. Impact Aide. One certification for impact aide was prepared for Maryetta School.
16. Financial transactions. \$68,603.57 was processed through the lockbox; and \$35,843.97 was received in the office for lease payments during the month.
17. District Court Probates. There are 92 total inventory applications for probate on the waiting list.
18. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. There are 304 files remaining for status determination, research and abstracting.
19. Stats. 119 client sign-ins (walk-ins), 83 phone inquiries, 37 obituaries processed.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Group: Environmental Programs  
Administrator: Tom Elkins

Month/Year of Report: November (FY 2016)  
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)	77	115	13%
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	23	27	11%

### 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	13	9%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	10	14	7%

### f.) Landfill Inspection Dates:

## II.

Purpose	Date	Leachate Pond Freeboard
Unannounced Visit	10/19/2015	22 inches
Unannounced Visit	10/20/2015	22 inches
Unannounced Visit	10/22/2015	23 inches
Unannounced Visit	10/23/2015	22 inches
Unannounced Visit	10/26/2015	23 inches
Unannounced Visit	10/27/2015	23 inches
Unannounced Visit	10/28/2015	23 inches
Unannounced Visit	10/30/2015	24 inches
Unannounced Visit	11/2/2015	26 inches
Unannounced Visit	11/3/2015	26 inches
Gas Vents Sampled	11/3/2015	
Unannounced Visit	11/5/2015	26 inches
Unannounced Visit	11/6/2015	23 inches
Unannounced Visit	11/9/2015	26 inches
Unannounced Visit	11/12/2015	26 inches
Unannounced Visit	11/13/2015	26 inches
Unannounced Visit	11/16/2015	26 inches



# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

(24" of Freeboard are required on the Leachate Pond)

## II Highlights:

a) CNEP are currently planning to install the new 8872 data logger at the Tahlequah site. The 8832 logger is a digital logger that provides for instant data upload to the CNEP offices for Clean Air data. CNEP is working with information system to install high speed internet to the Tahlequah air monitoring shelter.

### b) Water Issues:

- Water staff is currently working on the Tribal Assessment Report for the Clean Water 106 Grant. The TAR will be due to EPA within 90 days after the Fiscal year has ended.
- Water staff plan on doing an educational outreach event with Christine Hallmans' Northeastern State University class. Staff will be going over macro-invertebrate sampling and the important role they play in the local streams.

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

#### Project activity:

- Quality checking and processing data from home and school visits.
- 8 home visits completed last week
  - Rescheduling 4 homes from last week because of field researcher illness
  - 66 homes completed to date
  - 14 homes scheduled for upcoming week
  - 13 homes need scheduling
  - Recruited 10 homes last week

#### General activity Month of November 2015:

- Over 40 homes scheduled month of November.
- David Reisdorph will do sample pick up in Tahlequah on Wednesdays.
- Visiting Rocky Mountain and Stilwell schools in November.
- Continue quality review and data processing of home and school visit data.
- Project is ongoing and on schedule.

### d) Trust Application Activities:

Staff made a site visit to North Street Property for a Phase I ESA update for Cherokee Nation Real Estate Services. The update included a letter of the current activity on the property to confirm that no changes have been made since the initial Phase I ESA dated December 2014. In addition, an EPA Envirofacts database search was conducted to inquire whether any new releases from neighboring properties within a one mile radius have released hazardous materials that would impact the subject property. Interviews were also conducted to determine if there are any changes to the information provided

# **CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT**

previously. A copy of the EPA Envirofacts and the interview log was attached to the letter and submitted to Cherokee Nation Real Estate Services.