

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	FY18 Report for May Mtg.		
<b>Executive Director:</b>	Bruce Davis	<b>Phone:</b>	453-5340	<b>E-mail:</b>	<a href="mailto:bdavis@cherokee.org">bdavis@cherokee.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	19	95
Mechanical Weed/Brush Control	155 ac	2,564 ac
Provide Technical Assistance to Communities	10	59
Hay baled		30
Crops for families from Jay Community Garden		68

- **Community Assistance Projects**
  - Tilled 3 gardens
  - Completed new fence at Stand Addition
  - Repaired roads and driveways due to heavy rain
  - Completed Bell fencing project
  
- **Tribal Land Projects**
  - Put cement floor in SEQ-1 shop
  - Checked water gaps on Tribal units
  - Site inspections on the following units:
    - Cherokee County: SEQ-1, SEQ-1A, SEQ-2, SEQ-2A, SEQ-3, SEQ-3A, SEQ-4, SEQ-4B, SEQ-5, Sparks, Berry, Johnson, Tahlequah City Lot, Conley
    - Muskogee County: Ross Road, Porum 1, Hancock, and Warner tract
    - Sequoyah County: Tahlonteeskee Courthouse
  - Brush hogged on the following units:
    - 35 acres on CMS-2
    - 120 acres on KEN-12
  
- **Resources Projects**
  - Serviced equipment
  - Attended Conservation District Meeting
  - Jay Community Garden
    - Garden maintenance
    - Purchased seeds and supplies
    - Repaired tractor
  - Bison Project
    - Completed weekly checklists on health and food intake
    - Worked bison and updated database
    - Poured cement for overhead feed bin
    - Bison headcount is 98

**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 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 type="checkbox"/>	Locust Grove Property	<input checked="" type="checkbox"/>
Catoosa Truck Stop	<input type="checkbox"/>	Murphy	<input type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Dahlongegah Park	<input 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  
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**

- Changed out flooring in FRB
- Cherokee Phoenix move
- One Fire move
- Repaired major water leak and electrical panel repair at KATS
- Replaced basement entrance door at Art Center
- Power washed and painted exterior at Berry Property
- Deliver and picked up tables for private event at Fairgrounds

- Updated all receipts at Berry Property
- Set up tables and chairs for legislative breakfast in Ballroom
- Repaired road at Marshals Range
- Repaired gravel road at Southgate
- Installed new flooring in Motel 118, 119 & 120
- Repaired deck at Surgical Tech office at Southgate
- Set panel box and roughed in electric at new offices for Building Trades
- Installed new supply line on upstairs toilet at Cort Mall
- Began deck remodel at FRB
- Repaired large exterior water leak at Tag Office
- Cleared out sewer line at Gaming Commission
- Completed fire extinguisher inspection at HWY 51
- Set up 60x60 tent, podium, chairs and sound system for Community Meeting in Vinita
- Set up 2 – 20x40 tents, 40 tables and 100 chairs for Safety Fair at One Fire Field
- Began painting common room at EMS
- Obtained PO for flooring replacement in common room at EMS
- Replaced lights in vault at Registration
- Began building float for Stilwell Strawberry Festival parade
- Continued painting interior of FRB

**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"/>

**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 ongoing; Area 16 agg base ongoing; EFIS ongoing; Roofing ongoing; Westside pergola footings ongoing; Dock footings ongoing; Curb and gutter ongoing; Hospital Drive tie-in ongoing; Lift station pump install ongoing; Excavating and placing rebar for canopy footings; North electrical yards pads ongoing; Excavating, forming and installing rebar for Avadeck footings. **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; stair install ongoing.

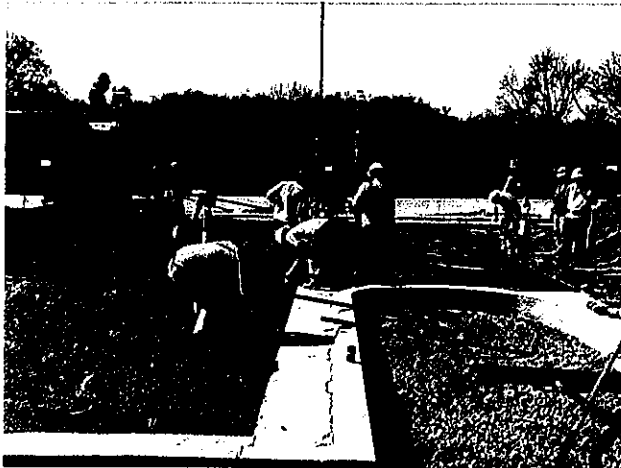
- **Pavilion** – Tongue and groove roofing installed. Rafter install ongoing, Landscaping ongoing, Sidewalks ongoing
- **Three Rivers Clinic Parking Lot Paving Remediation** – 85% complete
- **Cort Mall** – Catwalk & stairs installed. Awaiting handrails. – 90% complete
- **Capitol Remodel** – demo begins April 30, 2018
- **Head-Start Storm Shelter & Waterline** – In planning stage

#### **FACILITIES MANAGEMENT**

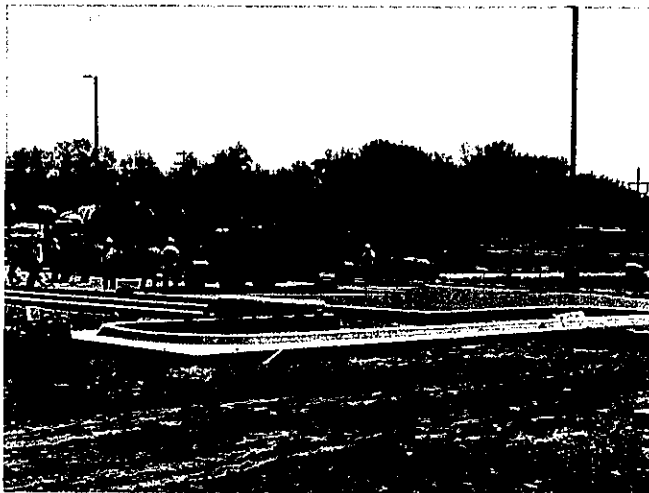
##### **e.) Future Plans/New Initiatives**

- Remodel exterior finish of Main Complex
- Install Dyson hand dryers in Main Complex
- Install sunscreens in Main Complex

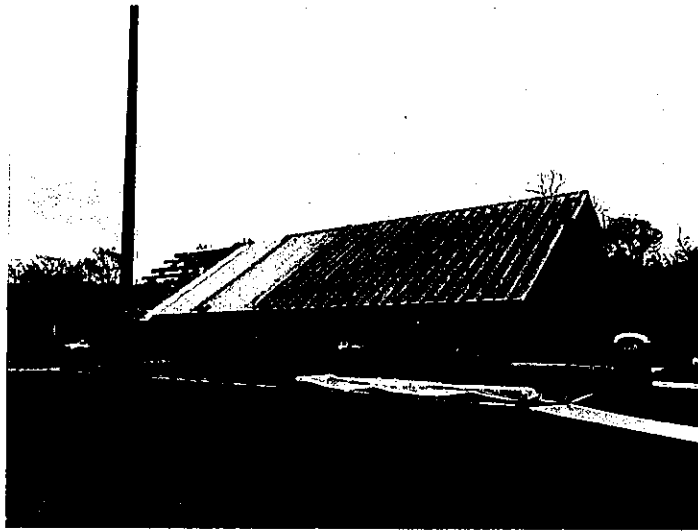
**Planning & Development Construction Progress  
(continued)**



**Curb and parking concrete work – CN Outpatient Health Center  
April 24, 2018**



**Over-view– CN Outpatient Health Center  
April 24, 2017**



Ongoing construction - Down town Pavilion  
April 25, 2018



Catwalk & Stairs installed – Cort Mall  
April 2018

**CHEROKEE NATION TRIBAL COUNCIL  
RESOURCES COMMITTEE REPORT**

**Group:** Government Resources

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

**Executive Director:** Chuck Hoskin, Jr.

**Phone:** 918-453-5644

**Email:** chuck-hoskin@cherokee.org

**Director:** Ginger Reeves

**Phone:** 918-453-5675

**Email:** ginger-reeves@cherokee.org

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

3. Appraisals. Nine appraisals were ordered; 16 were approved during the month of April.
4. Environmental Reviews. One environmental review was requested and received; Four categorical exclusions were requested, three completed to date.
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. Thirty inventory applications are in process. Two ALJs were requested and in process. One RFD was requested, prepared and submitted to BIA.
7. Restriction Removal Applications. Six applications were requested, two submitted to BIA for approval.
8. Last Will and Testaments. Six interviews were taken for a LW&T during the month of April. Four drafts were prepared.
9. Rights of Way/Easements, Rights of Entry, Service Line Agreements. One Right of Way is pending. One Easement is pending. Six Rights of Entry were requested and prepared. One Service Line Agreement is pending,
10. On-Site Inspections, Home visits, Trespass issues. 14 on-site inspections were requested and completed. Four home visits were requested and completed. Five trespass issues were addressed.
11. Leases. Three restricted hunting lease renewals were submitted to BIA for approval, one approved and two are pending.
12. Maps/platting. 33 requests for maps/platting assistance were received and completed.
13. Jurisdictional calls. 62 jurisdictional calls were completed during the month, with 24 after hours.
14. 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.
15. Stats. 63 client sign-ins (walk-ins), 61 phone inquiries, 23 obituaries processed.
16. Financial transactions. \$172,290.32 was processed through the lockbox and \$205,383.83 was processed as lease payments during the month of April.
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.



18. Tribal Land Staff Conference was attended by Ginger Reeves, Joel Been and Jessica Harkreader on April 10, 11 and 12. Intertribal will be attended by Ginger Reeves on April 30.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, April (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)	52	358	40%
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	13	58	23%

### 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	9	51	34%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	8	56	28%

### f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	3	27	90%

### g) Landfill Inspection Dates & Meetings:

April 6<sup>th</sup>, April 19<sup>th</sup>, April 23<sup>rd</sup>

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## II Highlights:

### a) Clean Air Program:

- Staff submitted the quarterly air monitoring report to Region 6 on April 5<sup>th</sup>.
- Staff attended the Regional Tribal Operations Committee (RTOC) Meeting and The Environmental Summit in Dallas April 10<sup>th</sup> – 13<sup>th</sup>.
- Staff will install the new Serinus 2000 calibrator at the Stilwell air monitoring site the week of April 16<sup>th</sup>.

### b) Clean Water Program:

- Staff sampled Saline Creek, Fourteen Mile Creek, and Spavinaw Creek March 14<sup>th</sup> and 15<sup>th</sup> for water quality. Samples were sent to Green Country Testing to be analyzed for Ammonia, Chloride, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff sampled Sallisaw Creek, Caney Creek, and Little Lee Creek March 20<sup>th</sup> and 21<sup>st</sup> for water quality. Samples were sent to Green Country Testing to be analyzed for Ammonia, Chloride, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff sampled Flint Creek and Spring Creek March 22<sup>nd</sup> for water quality. Samples were sent to Green Country Testing to be analyzed for Ammonia, Chloride, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff will be sampling Copan Lake and Eucha Lake during the week of April 16<sup>th</sup>.

### c) Pesticides Program:

- Staff submitted the Pesticides Quality Assurance Project Plan (QAPP) and received the signed signature page dated April 4th, 2018.
- Staff attended a meeting in Dallas, TX April 11th and 12th and gave a short update on the Cherokee Nation/ITEC Pesticides Program in the pesticides session.
- Staff spoke with Amanda Turner, Cherokee Nation Businesses and set up a meeting with the golf course managers for April 20th to discuss the Pesticides Application Notification System.
- Staff continues to enter pesticides application notifications received for the current quarter.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## d) Underground Storage Tank (UST) Program

- Staff had their End of Year meeting with Audray Lincoln and Larry Thomas of EPA Region 6 March 27th – 28th.

## e) Superfund Program

- Staff continued working with ODEQ to set up a meeting for the FMRI, Inc. (Fansteel) site in Tulsa, Oklahoma. Staff is working on meeting logistics and the meeting is scheduled for April 19th.
- Staff reviewed the Memorandum of Understanding between U.S. Department of Housing and Urban Development and the U.S. Environmental Protection Agency regarding Improving Communication about Certain Public and HUD-Assisted Multifamily Housing near Superfund Sites.
- Staff completed the Superfund and Brownfields Quality Assurance Project Plan and submitted to EPA Region 6 Superfund Site Assessment Manager.

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

### Tar Creek:

- Staff attended the Tar Creek Open House Public Meeting on March 27th in Miami, Oklahoma.
- Staff attended EPA Tri-State Meeting on March 28th at the Quapaw Tribe in Quapaw, Oklahoma.
- Staff participated in the Tar Creek Operable Unit 5 Human Health Risk Assessment Input Parameters conference call. The focus was to clarify questions and update the results from the previous questions.
- Staff attended the 6 Treaty Tribes Meeting at the Ottawa Tribe's Environmental Office in Miami, Oklahoma on March 22nd.
- Staff participated in the Tar Creek Trustee Council (TCTC) Conference call on April 6th. This call focused on Tribal projects, updates, and budgets.

### National Zinc:

- No new activities during this monthly timeframe.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## Tulsa County Smelter Complex

- Staff participated in the Tulsa County Smelter Trustee Council conference call on March 16th. This call focused on the Trustee Council updates and future work.
- Staff participated in the Tulsa County Smelter Trustee Council conference call on March 26th. This conference call focused on Notice of Intent responses from 2 Primary Responsible Parties and a preliminary meeting with one of the primary responsible parties.

## g) Brownfields

- Staff updated the EPA ACRES database for assessment and financial data for brownfield sites.
- Staff conducted an Assessment Cleanup Redevelopment Exchange System/Brownfields Inventory Tool (ACRES/BIT) training to the ITEC Brownfields staff. Each individual will be responsible for entering data for the Phase I Environmental Site Assessment (ESA) they are conducting.
- Staff added the most recent site information to the Kansas State University BIT.
- Staff participated in the Oklahoma Brownfields Conference Committee meeting by conference call on April 6<sup>th</sup>.

## h) Realty

- Staff conducted a site inspection and started working on the Thompson Property Phase I Report for Cherokee Nation Real Estate Services. This project is a “Fee to Trust” property.
- Staff conducted a site inspection on the Tate-Chewy Phase I Report for Cherokee Nation Real Estate Services. This project is a “Fee to Trust” property.

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

- Staff attended a parent/teacher meeting at Shady Grove Head Start to discuss lead poisoning prevention.
- Staff audited the Lead-Based Paint Worker Refresher class at Oklahoma Association of Community Action Agencies as part of the requirements for the Lead Certification/Accreditation Program.
- Staff conducted LBP outreach at Salina Clinic.

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

- Staff completed Quarterly Reports for the Lead Certification/Accreditation Grant.
- Staff participated on a pre-meeting call with Tribal reps from the National Tribal Toxics Council to talk about the upcoming call with the President's Task Force on Lead Poisoning Prevention.
- Staff participated on a call with the President's task force on Lead Poisoning Prevention.
- Staff held a conference call with the EPA Region 6 Lead Project Officer to discuss CNEP hosting a Regional Lead Conference.
- Staff received LBP certification applications for 2 Firms, 10 Risk Assessors and 2 Supervisors.
- Staff completed the Quarterly Report for the Lead Certification/Accreditation Grant and submitted it to the EPA Region 6 project officer.
- Staff submitted the quarterly reports to ODEQ and CN for Lead Certification.
- Staff visited the Mankiller Clinic for lead poisoning outreach.