

Group:	Management Resources	Month/Year of Report:	September FY17 Report for October Mtg.		
Executive Director:	Bruce Davis	Phone:	453-5340	E-mail:	bdavis@chokeee.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		10 ac
Chemical Brush/Weed Control (spray)		1754 ac
Lease Compliance/Tribal land inspections	40	120
Mechanical Weed/Brush Control	40	1497 ac
New Fencing		.25 mi
Provide Technical Assistance to Communities	8	168
Hay baled	463	1508
Crops for families from Jay Community Garden	38	438

- **Community Assistance Projects**

- Repaired road at Stokes and Redbird Smith Ceremonial Grounds
- Dozed firebreaks on leased unit in Adair County
- Tilled garden for Elm Tree Baptist Church in Cherokee County
- Tilled for Cherokee Citizen in Cherokee County
- Mowed at CC Camp
- Mowed at Bell Community Building grounds
- Delivered donated hay to Houston, TX for flood victims

- **Tribal Land Projects**

- Baled 246 bales at Markoma,, 55 bales on KEN-3, 50 bales at KEN-7, 50 bales at Berry property, and 62 bales at SEQ-2A
- Brush hogged 40 acres on KEN-12
- Completed site inspections on the following units:
 - Delaware County: KEN-7, KEN-9, KEN-9A, KEN-10, KEN-11, KEN-16, KEN-17A, KEN-18, KEN-22, KEN-23, KEN-25, KEN-26, KEN-37
 - Adair County: CMS-1N, CMS-1S, CMS-2, CMS-4, CMS-8, CMS-8A, CMS-8B, CMS-8C, CMS-8D, CMS-9A, CMS-11, CMS-12, CMS-13, CMS-14, CMS-15, CMS-16, CMS-17, CMS-18, CMS-18A, CMS-18B, CMS-18C, CMS-18D, CMS-18E, CMS-25, CMS-27, CMS-28, CMS-32A, CMS-33, CMS-34, CMS-35, CMS-35A, CMS-36, CMS-37, CMS-38, CMS-39A, CMS-40, CMS-41, CMS-43, Dahlenegah Park
 - Sequoyah County: CMS-19

- **Resource Projects**

- Attended grand opening of Quapaw Slaughter Facility
- Equipment and vehicle maintenance
- Working on Bull Hollow trails for October 14 trail ride
- Spoke at National Wildlife Society Meeting in Albuquerque, NM

- National Cherokee Nation Park
 - Installed new culverts
 - Roadwork completed
 - Dug 1/3 mile ditch for waterline

Bison Project

- Completed weekly checklists
- Bulldozed pasture and repaired roads
- Total Headcount is 93.

- Jay Community Garden
 - Garden maintenance
 - Provided crops for 38 families

GROUNDS KEEPING/MAINTENANCE

Beaver Property (by Yonkers)	<input type="checkbox"/>	Jay Food Distribution	<input checked="" type="checkbox"/>
Belfonte	<input type="checkbox"/>	Kenwood Trailer Park	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input type="checkbox"/>	Greenhaw tract	<input type="checkbox"/>
Bull Hollow Shop	<input checked="" type="checkbox"/>	Locust Grove Property	<input checked="" type="checkbox"/>
Candy Mink Springs	<input checked="" type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlongah Park	<input type="checkbox"/>	National Cherokee Nation Park	<input checked="" type="checkbox"/>
Dahlongah Shop	<input checked="" type="checkbox"/>	Tahlonteskee	<input type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Taylor Ferry	<input type="checkbox"/>

**PLANNING & DEVELOPMENT
(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
Main Complex			2017

FACILITIES MANAGEMENT

- Holiday Prep work
- Disassembled shade cloth and frame at Courthouse
- Set up 60x90 tent at Pryor for event
- Installed receipts for sprinkler system in front of Main Complex
- Holiday tear down
- Began remodel in Human Services file room
- Installed a water tap on main water line at Complex for new sprinkler system
- Moved furniture at Stilwell Complex
- Framed up a step and poured cement in front of the restroom at the Archery Range
- Installed mini split at Markoma IT closet
- Changed out sump pump in Motel breezeway
- Worked with McIntosh to repair air handler in court room
- Repaired mini split at Munson house
- Repaired C-Rack unit in Complex
- Stripped and waxed dorm floors at Markoma
- Shampooed and scrubbed floors at TERO
- Troubleshooting fire system at Markoma
- Deep cleaned Veteran's Center for event
- Put down sod on grounds
- Prep ball fields for tournament
- Prep and install of new flooring in Human Services
- Completed new roof at HWY 51
- Completed new roof at Southgate G
- Completed install of new sprinkler system at Main Complex
- Reinstalled toilets in men's and women's restroom in Human Resources
- Cleaned out sewer lines at Stilwell Complex
- Setup 60x90 tent for NSU event
- Repaired broken cleanout at Immersion
- Leveled bathroom floors and installed sheetrock at Human Resources
- Dug up sewer line and replaced clean out behind Immersion II Building
- Installed pictures at Cultural Community Outreach
- Changed unit at Motel 110
- Rewired unit and changed contacts at Gaming Commission
- Met with Trane to locate air handlers in Main Complex

GROUNDS KEEPING/MAINTENANCE

Dahlongegah Shop	<input checked="" 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"/>	Bull Hollow Shop	<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"/>

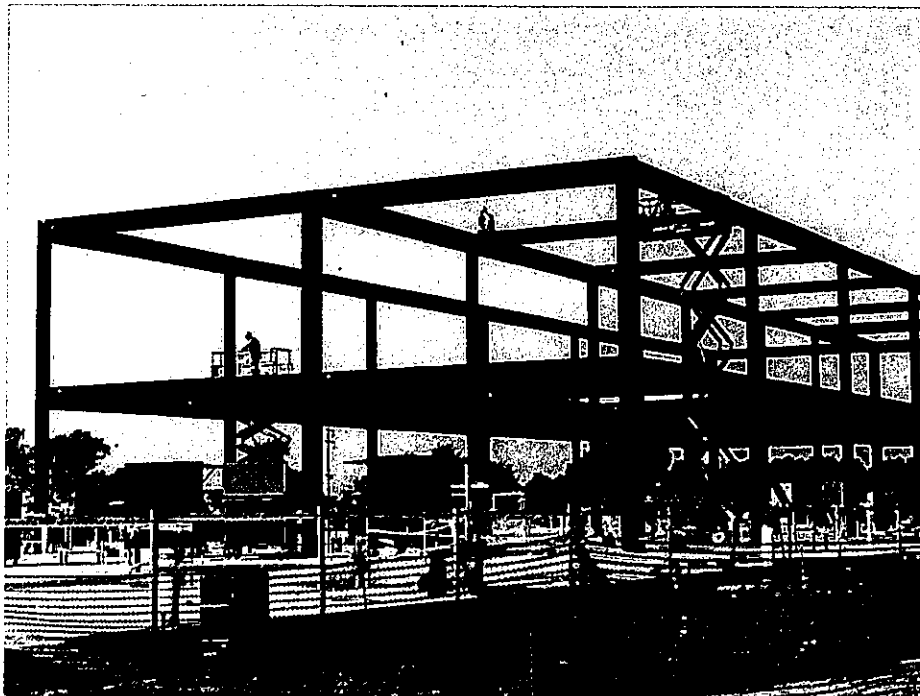
b.) Future Plans

NATURAL RESOURCES

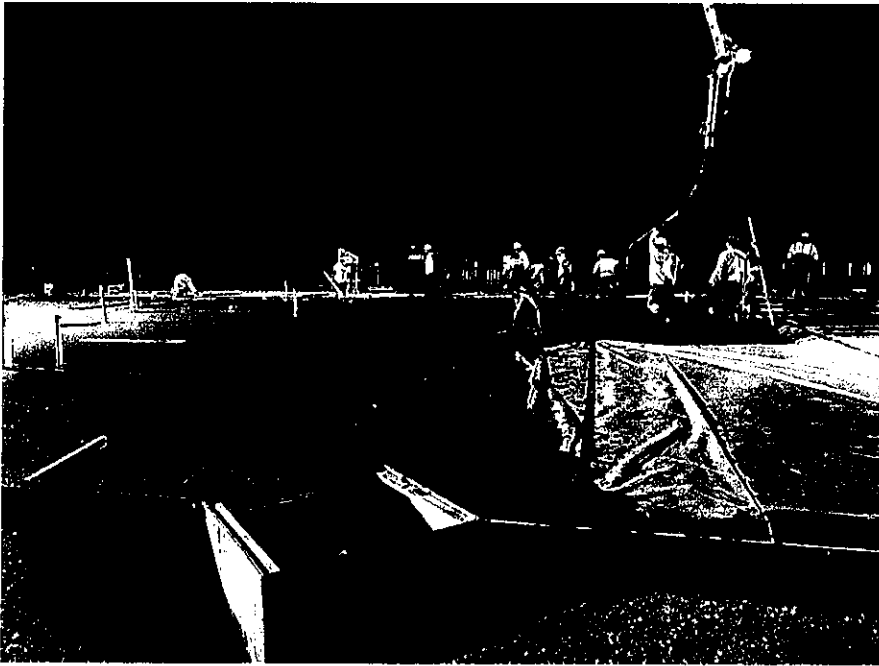
- Host October Resources Committee Meeting on October 23
- Host Fall Trail Ride at Bull Hollow on October 14

PLANNING & DEVELOPMENT

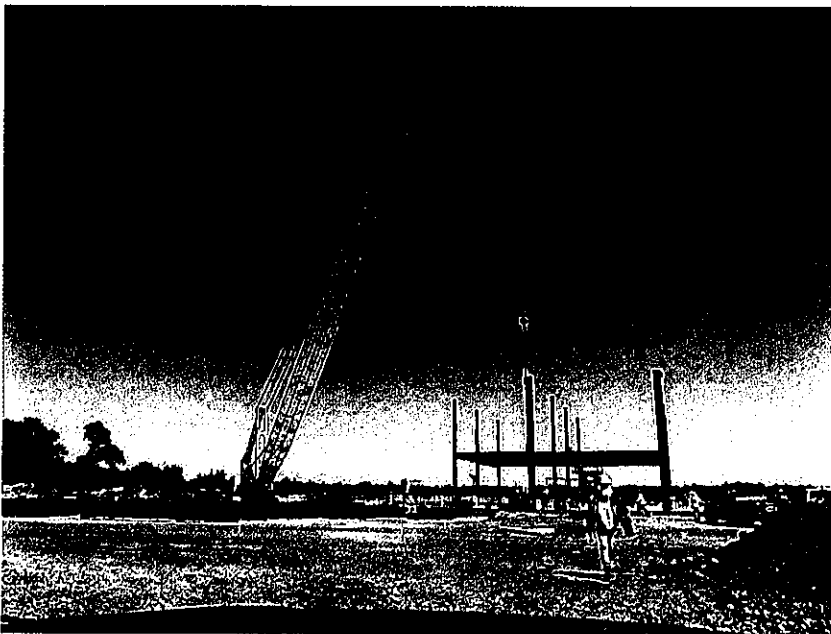
- **New WW Hastings Joint Venture**; Storm drains ongoing; Sanitary sewer ongoing; Under slab electric and plumbing ongoing; Gabion walls ongoing; Sector 6 slab on grade complete; Sector 2 spread footings and grade beam ongoing; Site waterline install ongoing; Sector 5 steel ongoing; Sector 4 second floor decking ongoing; Central plant chilled and heated pipe install ongoing.
- **Main Complex** – Interior final punch list ongoing; Exterior punch list ongoing; 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** – Plans have been delivered; Bids have been received and are in the process of reviewing
- **Three Rivers Clinic Water Remediation** – Phase 1 asphalt placement completed; starting phase 2 week of 10/9/17



Structural steel – CN Outpatient Health Center



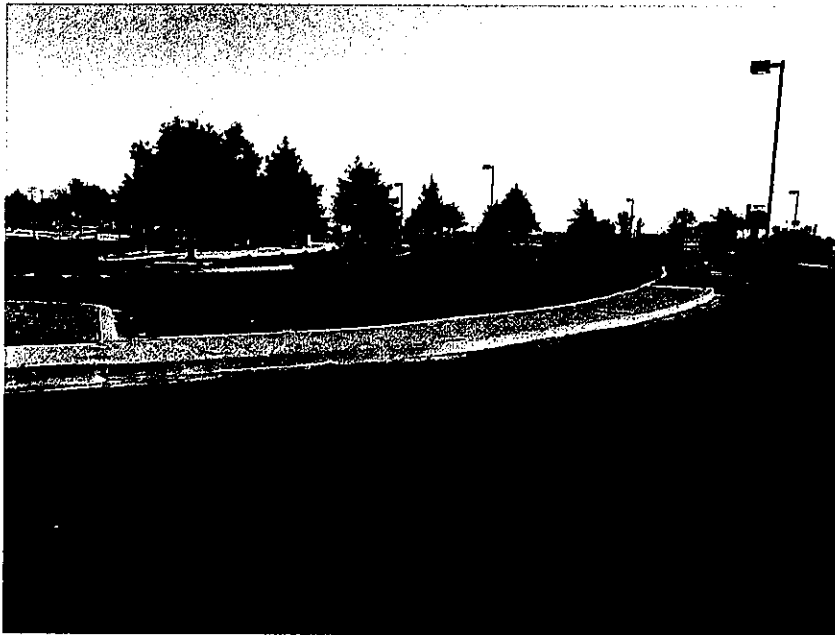
2am concrete pour – CN Outpatient Health Center



Crain setting structural steel – CN Outpatient Health Center



Improvement to Gabion wall - CN Outpatient Health Center



Parking lot remediation – Three Rivers Clinic



FACILITIES MANAGEMENT

- Re-surface walking trails
- Remodel exterior finish of Main Complex
- Install Dyson hand dryers in Main Complex
- Install sunscreens in Main Complex

**CHEROKEE NATION TRIBAL COUNCIL
RESOURCES COMMITTEE REPORT**

Group: Government Resources

Month/Year of Report: September, 2017

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

Phone: 918-453-5644

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.
2. Appraisals. Two appraisals were ordered and completed during the month of September.

3. Environmental Reviews. Nine environmental reviews were requested and completed. One categorical exclusion was requested and completed.
4. Quiet Titles. Three Quiet Title requests were received, researched and returned.
5. Inventory/Heirship. Four Inventory/Heirships were requested, completed and returned.
6. Summary Distributions. Six Summary Distributions were requested, researched, and returned to the office of Solicitor.
7. Report for Distributions. Twenty RFDs were requested, completed and returned to BIA.
8. Last Will and Testaments. Three Last Will and Testaments were prepared and endorsed; two additional new interviews were taken and drafts prepared.
9. Rights of Way, Rights of Entry, Service Line Agreements. Two Rights of Way are pending. Nine Rights of Entry were requested and processed. One Service Line Agreement is pending.
10. On-Site Inspections, Home visits, Trespass issues. 12 on-site inspections were requested and completed. Two home visits were requested and completed. Three trespass issues were requested and addressed; one timber trespass is pending.
11. Leases. Two agriculture trust leases were submitted and approved. Two hunting lease renewals were submitted to BIA and approved. Two new hunting leases were submitted and approved. One Wind & Solar lease was approved.
12. Maps/platting. 22 requests for maps/platting assistance were received and completed.
13. Jurisdictional calls. 70 jurisdictional calls were completed during the month, with 20 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. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. There are 19 total files remaining for status determination, research and abstracting.
16. Stats. 101 client sign-ins (walk-ins), 86 phone inquiries, 65 obituaries processed.

17. Financial transactions. \$186,164.81 was processed through the lockbox and \$129,198.70 was processed as lease payments during the month of September.

18. Trainings or other notable events.

- BIA Realty Training for updates on various issues including: Fee to Trust, Rights of Way and Leasing.
- Meeting with possible lessee at former Jay Clinic on August 25.
- Meeting with Kenwood Community Building lessees.
- Elder Summits in Tablequah and Claremore.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Oct. (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)	80	798	89%
6 ERR (Roads)	0	7	116%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	20	259	104%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	0	8	16%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	6	130	87%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	7	122	61%

f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	7	49	163%

g) Landfill Inspection Dates & Meetings:

August 31st, September 6th, September 12th, September 26th

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

II Highlights:

a) Clean Air Program:

- Staff is operating two Aeroqual ozone sensors at the Vinita Clinic and one sensor at the Pryor site; these low-cost sensors are on loan from the TAMS (Tribal Air Monitoring Support) Center. These sensors would tell us if there were any transport of pollution from the southern area of the 14 counties. There was an issue downloading data from one of the sensors at the Pryor site; the sensor had to be returned for repair. Unsure when a replacement will be received.
- Inquest Environmental performed quarterly independent audits at the CNEP air monitoring sites the week of September 4th.

b) Clean Water Program:

- Staff sampled Oologah lake August 22nd, and then Copan Lake on August 23rd both for water quality. Staff sent the samples to Green Country Testing for analysis on pH, temperature, specific conductivity, dissolved oxygen, E. Coli bacteria, total phosphorus, nitrogen, nitrate, nitrite, ortho phosphorous, nitrogen as ammonia, sulfate, fluoride, turbidity, and hardness. Once the data has been received staff will review and compile the data for entry into EPA's STORET database. Staff will sample both lakes next week for the last time this fiscal year.
- Staff attended the Oklahoma Kill Response Management Team meeting at the Grand River Dam Authority (GRDA) Scenic Rivers Commission building August 31st. The meeting covered the various fish kills and algae blooms that have been occurring in the state of Oklahoma.

d) Natural Resource Damage Assessment and Restoration (NEDAR)

Tar Creek:

- Cherokee Nation signed the Tar Creek Resolution (no. TC-2017-01) that proposed to adopt the Restoration Plan and Environmental Assessment, in addition it identifies a 120 day period after adoption for the Trustee Council to identify prerequisite activities and timelines for accepting restoration project proposals.
- Staff attended the Tar Creek Trustee Council Meeting on August 23rd at the U.S. Fish and Wildlife Service Offices in Tulsa, Oklahoma. The agenda included Tribal Interview Study, Tribal Springs Study, Tri-State GIS Project, U.S. Fish and Wildlife Services

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Mussel Study, Peabody Energy Bankruptcy, Blue Tee Negotiations and the Tar Creek Trustee Council Restoration Plan.

- Staff reviewed the Draft Tribal Interview Study Work Plan for the Tar Creek Trustee Council.
- Staff participated in the Tar Creek Trustee Council Indian Tribes Conference Call on September 1st. This conference call focused on Tribal Restoration Projects, U.S. DOI funding request, and the Tribal Interview Study Plan.
- Staff participated in the Tar Creek Trustee Indian Tribes Conference Call on September 6th. This call focused on Tribal Interview Study and the introduction of ABT Consultants that will assist the Tar Creek Trustee Indian Tribes.

Tulsa County Smelter Complex:

- Staff reviewed the Draft Pre-assessment Screen and Determination Report for the Tulsa County Smelter Complex Natural Resource Damage Assessment and Restoration Site. Staff is working with the Cherokee Nation Attorney General's Office on this project.
- Staff participated (via/teleconference) on the Tulsa County Smelter Complex Trustee Council Meeting on September 6th. This meeting focused on the Pre-assessment Screen and Determination Report.

e) Brownfields

- Staff updated the Brownfields data in the Brownfields Inventory Tool (BIT) for the ITEC and Cherokee Nation sites.
- Staff participated in a conference call with the EPA Project Officer, Amber Howard, to discuss current and prospective targeted brownfields assessment work and future activities for the FY18 128a Brownfields Program.
- Staff attended the Asbestos Inspector Refresher training at the Oklahoma Asbestos Training Institute in Tulsa on September 4, 2017. This 4 hour course is required every year to retain an ODOL asbestos inspector certification.

f) Cherokee Nation Real Estate Services:

- Staff conducted a site visit and inspection to begin work on the Phase I ESA for the Will Rogers Health Center in Nowata. The Fee to Trust Project includes the Health Clinic, Food Distribution Center and Community Building. Staff has been working on writing the Phase I Report.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

g) Lead-Based Paint:

- Staff scheduled the 8-hour LBP Risk Assessor Refresher class with the Oklahoma Association of Community Action Agencies and the corresponding contract with the trainer to come and teach the class for staff at CNEP in Tahlequah.
- Staff conducted Lead-Based Paint outreach at the clinics in Stilwell and Sallisaw.
- Oklahoma Association of Community Action Agencies submitted an accreditation application to Cherokee Nation as a training provider to teach Initial lead-based paint Inspector, Risk Assessor, Supervisor and Worker as well as Refresher classes for Inspector, Risk Assessor, Supervisor and Worker.