

Group:	Management Resources	Month/Year of Report:	FY18 Report for JUNE 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)	775 ac	855 ac
Lease Compliance/Tribal land inspections	18	113
Mechanical Weed/Brush Control	630 ac	3,174 ac
Provide Technical Assistance to Communities	15	74
Hay baled		30
Crops for families from Jay Community Garden		68

- **Community Assistance Projects**
 - Repaired two driveways for Cherokee Citizens
 - Mowed at Bell Pow wow grounds
 - Tilled 5 gardens
 - Completed ditch work at Fair Field Addition
 - Mowed at Archery Range
 - Mowed at Greasy Community Building grounds
 - Hauled dirt for Muskogee Clinic community garden
 - Mowed at CC Camp
 - Mowed for two elders

- **Tribal Land Projects**
 - Mowed at Kenwood lagoons
 - Continue improvements at SEQ-1 shop
 - Site inspections completed at the following sites:
 - Adair County – CMS-1N, CMS 1S, CMS-8A, CMS-8B, CMS-8C, CMS-8D, CMS-9, CMS-9A, CMS-10, CMS-13, Dahlongah Park
 - Cherokee County – Hoffman, Owen School, Parkhill, PH-1, PH-2, PH Echota, and Ross Road
 - Brush hogged on the following units:
 - 200 acres on CMS-1N
 - 10 acres on CMS-2
 - 210 acres on CMS-20
 - 210 acres on CMS-21A
 - Sprayed the following units:
 - 10 acres at TAH-1
 - 115 acres at TAH-2
 - 650 acres at KEN-12

• **Resources Projects**

- Equipment maintenance
- Cooked for Cherokee Addition – Vinita fish fry
- Jay Community Garden
 - Tilled and sprayed
 - Planted
- Bison Project
 - Completed weekly checklists on health and food intake
 - Poured cement for overhead feed bin
 - Bison headcount is 110

GROUNDS MAINTENANCE

Beaver Property (by Yonkers)	<input type="checkbox"/>	Garland, Texas Property	<input type="checkbox"/>
Belfonte	<input 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 type="checkbox"/>
Candy Mink Springs	<input 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"/>
Dahlongah Park	<input type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlongah Shop	<input checked="" type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Taylor Ferry	<input type="checkbox"/>

PLANNING & DEVELOPMENT

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

- Completed demo in breakroom remodel at FRB
- Plumbed new bathroom in Natural Resources Barn
- Completed float for parade at Stilwell Strawberry Festival
- Repaired heating units and cleaned burners at Stilwell Complex
- Replaced all lights in hallway near Human Services Conference room
- Demo and replaced flooring in Berry Property
- Installed three wall packs for exterior lighting at Main Complex, west end
- Acquired a new floor buffing machine
- Set up 60x60 tent, 300 chairs, 50 tables, stage Housing Authority event in Vinita
- Set up 60x60 tent in Claremore for private event
- Set up stage, tables and chairs at One Fire Field for Children's Mental Health Awareness Day
- Set up and tear down of shade cloth at Stilwell for Strawberry Festival
- Set up 60x60 tent for event at Hospital
- Cleared sewer line at Stilwell Complex
- Added 220 recept for air compressor in barn behind Farm House at Markoma
- Installed 8 light fixtures in barn behind Farm House at Markoma
- Repaired AC at Stilwell Complex
- Repaired AC for Bull Hollow
- Installed new recepts in kitchen area of Kawi Café
- Removed bath tub and installed new bath tub at Berry Property
- Set up 20x40 tent, podium, chairs and tables for event at Sallisaw for Health
- Set up 20x40 tent for VanBuskirk family
- Set up 20x40 tent at Pryor for event at Headstart
- Repaired AC above Human Services in Main Complex
- Plumbed in the new bathtub for the Berry Property
- Removed kitchen and bathroom sinks at Berry Property
- Repaired leak in janitor's closet near Human Services
- Removed shingles from Arbors at PowWow Grounds to prep for new roofing
- Disconnected pedestals from breakers at PowWow Grounds to prepare for new entrance plan
- Delivered 3 pallets of water to Greasy Community Building
- Set up chairs and podium for event at Warrior's Memorial
- Set two dumpsters at Warrior's Memorial for event
- Repaired flooring at Immersion

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

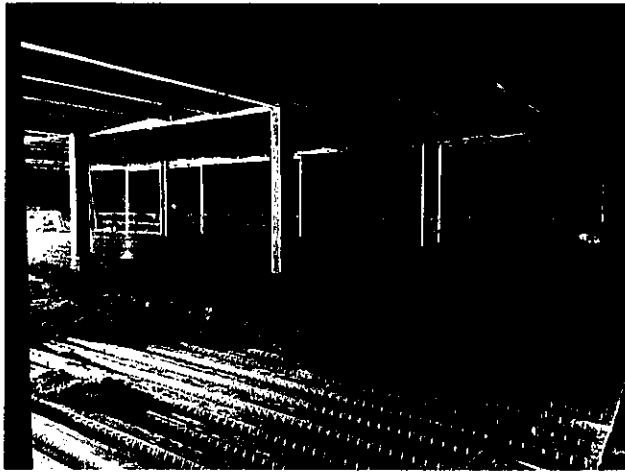
- **New WW Hastings Joint Venture; EXTERIOR:** Sanitary sewer ongoing; Light pole bases cement ongoing; Steel ongoing; Decking ongoing; Exterior framing ongoing; foundation drains ongoing; Roof drain tie ins ongoing; Grading south side ongoing;; Backfill of curbs ongoing; EFIS ongoing; Roofing ongoing; Westside pergola footings ongoing; Dock footings ongoing; Curb and gutter ongoing; Hospital Drive tie-in ongoing; Area 18 & 19 agg base and curb prep ongoing; Central plant install ongoing; Loading dock steel and cement 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 –in ongoing; Framing ongoing; Setting door frames ongoing; Duct work ongoing, Pipe and duct hangers ongoing; MEP plant cement ongoing; stair install ongoing.
- **Pavilion** – Will be completed this week
- **Three Rivers Clinic Parking Lot Paving Remediation** – 85% complete
- **Cort Mall** – Catwalk & stairs installed. Awaiting handrails. – 90% complete
- **Capitol Remodel** – demo complete
- **Head-Start Storm Shelter & Waterline** – In planning stage

FACILITIES MANAGEMENT

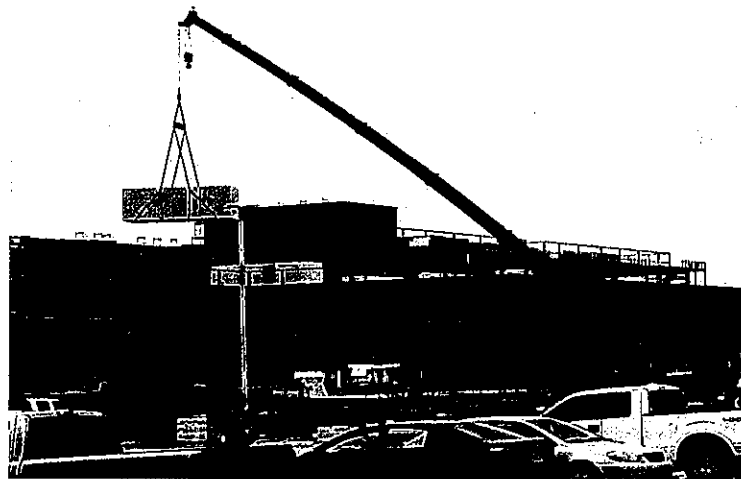
e.) Future Plans/New Initiatives

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

NEW CONSTRUCTION



**Sector 1 Level 4 concrete work – CN Outpatient Health Center
May, 2018**



**Installing air units – CN Outpatient Health Center
May, 2018**

**CHEROKEE NATION TRIBAL COUNCIL
RESOURCES COMMITTEE REPORT**

Group: Government Resources

Month/Year of Report: May 2018

Executive Director: Chuck Hoskin, Jr.

Phone: 918-453-5644

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

3. Appraisals. Eleven appraisals were ordered; eight were approved during the month of May.
4. Environmental Reviews. Four environmental reviews were requested; three received.
5. Quiet Titles. Five Quiet Title requests were received, researched and returned.
6. Inventory/Heirships, Administrative Law Judgments, Report for Distributions. Twenty-two Inventory/Heirships were requested, completed and returned. Two ALJs were requested and in process.
7. Restriction Removal Applications. Five applications were requested, two submitted to BIA for approval.
8. Last Will and Testaments. Three interviews were taken for a LW&T during the month of May. Three drafts were prepared.
9. Rights of Entry. Nine Rights of Entry were requested and prepared.
10. On-Site Inspections, Home visits, Trespass issues. Seven on-site inspections were requested and completed. Three home visits were requested and completed. Three trespass issues were addressed.
11. Leases. Three restricted hunting lease renewals were submitted to BIA for approval, one approved and two are pending. Four restricted agriculture leases were submitted and four are pending.
12. Maps/platting. 25 requests for maps/platting assistance were received and completed.
13. Jurisdictional calls. 56 jurisdictional calls were completed during the month, with 25 after hours.
14. District Court Probates. All probates that were at paid status for court costs are completed through Real Estate Services, in preparation for filing with District Court in the respective county. Further, all probate applications are being researched in preparation for filing in District Court.
15. Stats. 75 client sign-ins (walk-ins), 71 phone inquiries, 23 obituaries processed.
16. Financial transactions. \$179,944.08 was processed through the lockbox and \$12,329.85 was processed as lease payments during the month of May.
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, Feb. (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	260	29%
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	9	30	12%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	3	4	8%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	8	29	19%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	3	42	21%

f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	6	16	53%

g) Landfill Inspection Dates & Meetings:

Feb 6th Inspection & Feb 13th Inspection

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

h) Cherokee Nation Environmental Programs (CNEP) met with the Oklahoma Department of Environmental Quality (ODEQ) on February 12th to discuss how the programs might better work together.

II Highlights:

a) Clean Air Program:

- Staff submitted the Clean Air Section 103 grant application proposal for FY19 to EPA Region 6 on February 15th.
- Staff will complete ozone analyzer annual maintenances by the end of this month; all ozone analyzers will be placed online before March 1st for the start of ozone season.
- Staff will attend the Tribal Exchange Network Conference and Tribal Governance Group (TGG) face-to-face meeting in Tucson, AZ the week of February 26th.

b) Clean Water Program:

- Water staff is compiling the work plan for the 319 non-point source grant; the grant is due February 23rd. The Clean Water 106 grant was submitted to EPA on February 2nd.
- Water staff completed the updates to the Clean Water 106 Quality Assurance Project Plan (QAPP) and submitted it to EPA for approval on February 7th.
- Water staff will be taking the boat to Jimmy Houston's this month for annual maintenance.

c) Superfund Program:

- Staff is working with EPA Headquarters Superfund Program on the new Pre-Screen Checklist. The original template had various issues and the newest version was created to fix the several errors. The newest version is now in the test phase before it will be released to all EPA Regions.
- Staff traveled to Dallas, Texas to attend the EPA Region 6 Superfund Regional Decision Team (RDT) Meetings. EPA provided a Financial Training on the morning of January 31st. Focus of the meetings was to discuss Superfund Projects and Updates.
- Staff completed the Superfund Quarterly Report, obtained signatures and submitted the Quarterly Report to EPA Region 6 Superfund Site Assessment Manager and the assigned EPA Financial Manager.
- Staff continued working on updating the Superfund and Brownfields Programs Quality Assurance Project Plan (QAPP).

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

d) Pesticides Program

- Staff attended the EPA Center for IPM “IPM for Healthier Home and Community” webinar on January 23rd.
- Staff is updating the Pesticides Quality Assurance Project Plan (QAPP).
- Staff continues to enter pesticides application notifications received for the current quarter.

e) Underground Storage Tank (UST) Program

- Staff performed a compliance inspection for the Roland Travel Plaza and Outpost #1 on January 25th. There was water present in the tank pit at OP#1 so the inspection was incomplete for the Diesel tank. It will be re-inspected during the February visit.

f) Natural Resource Damage Assessment and Restoration (NEDAR)

Tar Creek:

- Staff participated in the Tar Creek Operable Unit (OU) #5 Settlement Funds conference call on January 19th. The focus of this call is for the Tribes to discuss with EPA Region 6 Superfund Program and what the Tribes would like to do with some of the settlement funds.
- Staff participated in the Tar Creek Trustee Council Meeting on January 23rd. This meeting was held at the US Fish and Wildlife Services Conference Room and the meeting focused on restoration funding discussions, project updates and OU/4 and OU/5 updates.
- Staff is working with Cherokee Nation Attorney General’s Staff assigned to work on the Tar Creek NRDAR Case. Cherokee Nation has signed the NL Industries Tolling Agreement, Doe Run Tolling Agreement, Blue Tee Mediation Agreement and the Blue Tee Tolling Agreement. Original signatures have been submitted to the U.S. Department of Interior Office of the Solicitor and the U.S. Department of Justice Senior Council for the Environmental Enforcement Section.

National Zinc:

- No new activities during this monthly timeframe. Staff is currently working with the Cherokee Nation Attorney General’s Staff assigned to this project to obtain signatures for the Tolling Agreement.

Tulsa County Smelter Complex:

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Cherokee Nation has signed the Notice of Intent (NOI) Letter to the Primary Responsible Parties and the Preassessment Screen and Determination Report for the Tulsa County Smelter Complex Natural Resource Damage Assessment and Restoration Site. Original signature pages have been submitted to the Lead Administrative Trustee.

g) Brownfields

- Staff updated Phase I Environmental Site Assessment (ESA) information in the Brownfields Inventory Tool (BIT).
- Staff continued to work on the Phase I Report for Collinsville Acme Brick Plant for Cherokee Nation. Staff conducted a second visit to inspect the Cherokee Nation Food Distribution Center and the Victory Cherokee Community Building. Staff has been working on the report and conducting interviews for this project.

h) Realty

- Staff is working with Cherokee Nation Real Estate Services Staff on 3 requested "Removal from Trust" Environmental Phase I Projects. The 3 requested sites are Teehee Property, Bobby Bird Property and the Richard Christie Property.
- Staff inspected the 2nd floor of the Cort Mall for Cherokee Nation Real Estate Services to determine if sampling needs to be conducted for lead-based paint and asbestos.

i) Lead-Based Paint (LBP):

- Staff distributed Lead-Based Paint Certification applications on January 15, 2018 to all certified individuals and firms for the 2018 year that begins on April 1, 2018.
- Staff audited a lead-based paint abatement job at a home in Westville. This abatement notification was submitted by Rycon Environmental (a Cherokee Nation certified Abatement Firm). All abatement projects must be audited for compliance with work practice standards according to the requirements of the Cherokee Nation Lead Certification/Accreditation guidelines.