

Group:	Management Resources	Month/Year of Report:	FY24 Report for December	
Executive Director:	David Moore	Phone:	David – (918) 453-5000 X. 4137	E-mail: david-moore@cherokee.org

I. Budget Highlights

Please refer to the monthly financials from the Financial Resources Group

II. Program Highlights

Distributing PPE, disinfectant, and other supplies for Departments. (Ongoing)
Construction Planning for FRF funding

PLANNING & DEVELOPMENT

a.) Accomplishments

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
New Hospital	Early 2023	Piers complete/ Hosp. Design	TBD
New Salina Clinic	Mid-late 2023	Site work	TBD
Woody Hair Community Ctr. (Kenwood)	Mid 2022	Ext. MEP, Slab and Steel Erection	TBD
Marble City Community Ctr.	Jan. 2023	Site, Steel Erection	TBD
Mary L. (Holland) Carson Wellness Ctr.	Mid 2023	Site work	TBD
Walking Trails (Muskogee)	Dec. 2022	Complete (Phase 1)	TBD
Verna Thompson ECC (Tahl.)	Oct. 2023	Site work has started	TBD
Pryor CDC/Head Start	June 2023	Steel Erection has started	TBD
Sallisaw CDC	TBD	Bidding	TBD
Wilma P Mankiller Capitol Park	TBD	Design/ rough grade/demo (complete)	TBD
Nowata Head Start	Aug. 2023	Exterior Framing	TBD
Durbin Elder Housing	Nov. 2023	Clearing	TBD

P&D Assisting with Speaker Housing

Type of Speaker Housing	#	Complete	In Progress
Transitional	3	3	
Major Rehab	13	8	4
Replacement	13	5	8
Emergency Mobile Home	27	22	4

Totals **56** **38** **16**

REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Stilwell CDC (Safe Room)	Oct. 2022	Punchlist	Late 2023
Tahlequah CDC (Safe Room)	Oct. 2022	Punchlist	Late 2023
WW Keeler Complex (East End)	March 2023	75% (Phase1)	June 2023
Jay W Sams (Remodel) 2-phases	Nov.2023	Contracting	TBD
Assisting Food Dist.	Ongoing	Ongoing	Ongoing

➤ **FACILITIES MANAGEMENT**

a.) **Accomplishments**

WORK ORDERS

PROJECT	30 Day Operating Days	In Progress	Completed
All Work Order's Received	11/04 -11/28	107	Approx 65%

PROJECTS

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Covid Relief Efforts	Ongoing		Unknown
Several small remodels	Ongoing	Ongoing	TBD
Assisting P&D w/JW Sam Remodel	Ongoing		TBD
Asphalt patching projects	11/6/23	Ongoing	Unknown
Prep for winter weather		Ongoing	

Continued work on developing a preventative maintenance schedule. Sprinkler inspections complete. Christmas parade schedule includes 14 parades. Hanging Christmas lights.

FLEET SERVICE CENTER

Accomplishments

- Facility fully open. Serving GSA and Tribal Vehicles

UPCOMING MONTHLY SCHEDULE (or) FUTURE PLANS

PLANNING & DEVELOPMENT

Future Plans/New Initiatives (see pics below for updates)

- **Tahlequah CDC Storm Shelter** – Punchlist
- **Stilwell CDC Storm Shelter** – Punchlist
- **Master Planning** - Ongoing
- **New Hastings Hospital** – dirt work, footing replacement, MEP, steel erection - ongoing
- **New Salina Clinic** – Dirt work, MEP, footing placement - ongoing
- **New Pryor CDC/Head Start** – Dirt work, MEP, steel erection - ongoing
- **Tahlequah Head Start** – Dirt work - ongoing
- **Konrad Holmes Walking trail** – Phase 1, 75% complete
- **Walking Trails (Muskogee)** – Phase 1, complete
- **Mary L. (Holland) Carson Wellness Ctr. (Stilwell)** – Dirt work, footing placement - ongoing
- **Woody Hair Community Ctr. - (Kenwood)** – MEP, sheetrock, interior finishes, playground equipment installation, external masonry - ongoing
- **Marble City Community Ctr.** – MEP, sheetrock, exterior masonry - ongoing
- **Wilma P Mankiller Capitol Park design** – Clean up complete
- **Nowata Head Start** – MEP, dirt work, steel erection, framing – ongoing
- **Stilwell Food Distribution** – MEP, sheetrock, parking lot – ongoing
- **Verna Thompson Early Childhood** – Dirt work – ongoing
- **Health Warehouse** – MEP, exterior metal, dirt work – all ongoing
- **Career Service Training Center** – Dirt work, MEP, roofing, waterproofing, masonry, interior framing – all ongoing
- **Durbin Elder Housing** – Dirt work – ongoing
- **Sequoyah Fencing Project** - Bidding

FACILITIES MANAGEMENT

Cleaning, sanitizing and general maintenance of properties
Performing PM (preventive maintenance) duties

Future Plans/New Initiatives

- Continued implementation of sanitizing procedures
- Continuing to complete work orders
- Attending to work orders as they come in.
- Several moves taking place
- Preparing for the holidays

Facilities Management

Parking lot repair



Kenwood Community Center:

MEP, sheetrock, interior finishes, playground equipment installation, external masonry - ongoing



Marble City Community Center:
MEP, sheetrock, exterior masonry - ongoing



New Salina Clinic:

Dirt work, MEP, footing placement – ongoing



Pryor Child Development Center:

Dirt work, MEP, steel erection – ongoing



New CN Hospital:

Earthwork, footing placement, MEP, steel erection - ongoing



Nowata Head Start:

MEP, dirt work, steel erection, framing – ongoing



Stilwell Donated Foods Addition:

MEP, sheetrock, parking lot – ongoing



Mary Holland Carson Wellness Center:

Dirt work, footings – ongoing



Career Services:

Dirt work, MEP, roofing, water proofing, masonry work, interior framing - ongoing



Stilwell CDC:
Punch list – ongoing



Tahlequah CDC:

Punch list – ongoing



Verna Thompson Early Childhood:
Dirt work – ongoing



CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

Group: Government Resources

Month/Year of Report: December 2023

Executive Director: Ginger Reeves

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Director: Joel Bean

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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 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 operates under a Self-Governance Compact with the Secretary of the Interior.

Real Estate Services provides advice and assistance in the following areas:

- Appraisals
- Bilingual Interpreter
- Business, Agriculture and Residential leasing for Trust/Restricted land
- Environmental Reviews
- Fee to Trust Applications
- Land status calls
- Land acquisitions for Cherokee Nation
- Last Will & Testaments
- Probate information for restricted property/research/prep
- Administrative Law Judgments for Trust land probates/research/prep
- Quiet Title research
- Restricted/Allotted land caretaker
- Report for Distributions
- Rights of Entry/Rights of Way/Easements/Service Line Agreements
- Summary Distributions
- Trespass on Restricted/Trust Land

I. Budget Highlights: None.

II. Program Highlights:

1. Purchases. One purchase was made during the month of December, located in Tulsa County.
2. Appraisals. Seven appraisals were ordered; one approved by BIA.

3. Quiet Title Notices. Four quiet title notices were received from the Solicitor's office, researched and returned.
4. Leases. One new Restricted hunting leased was submitted; two are pending and one was approved during the month.
5. Last Will & Testaments. Eight LW&T interviews were taken and eight drafts prepared.
6. Inventory/Heirships. Four inventory/heirships were requested and returned.
7. Report for Distribution/IIM Set-ups. Six RFDs were requested, researched and submitted to BIA; eight IIM setups were completed.
8. Rights of Entry. 15 rights of entry were requested and completed.
9. Rights of Way/Easements. Nine trust/restricted rights of way are pending. Two fee rights of way have been submitted and two were approved.
10. Service Line Agreements. One pending; one approved.
11. On-Site Inspections/Home visits. 34 on-site inspections were requested and completed.
12. Maps/platting. 32 requests for maps/platting assistance were received and completed.
13. Land status calls. 26 land status verification calls were completed during the month.
14. Financial transactions. During the month of December, \$110,855.73 was processed as lease payments and \$244,227.26 was processed through lockbox.
15. District Court Probates. All new probate applications are being researched in preparation for filing in District Court.
16. Research. Two staffers continue performing multi-county research.
17. TAAMS. Coordinating with EORO to get files encoded, additional staff being processed for TAAMS computer and accessibility. Currently, three staffers are performing final review and updates.
18. Stats. 30 client sign-ins; 50 phone inquiries; 41 obituaries were processed.
19. Impact Aid. Four impact aide verifications were requested and completed.

**Natural Resources Monthly Report
for January 2024 Tribal Council**

The Natural Resources Department falls under the supervision of the Secretary of Natural Resources. The department is comprised of the following departments: Wildlife Conservation, Land Management and Agriculture, Geographic Information Systems, Historic Preservation, Ethnobiology, Solid Waste Management, and Environmental Programs.

Wildlife Conservation

Cherokee Nation Controlled Hunts

The 2023 controlled hunts have been completed, overall, it was a successful season. Take is indicated below.

Controlled Hunt Type	Controlled Hunts	Antlered	Antlerless
Youth Speaker (Muzzleloader)	10	1	4
Elder (Muzzleloader)	6	2	1
Veteran (Gun)	9	2	6
Open (Gun)	10	4	3
	8	1	7
Total		10	21
Total Combined	43		31

The average dressed weight of antlerless deer harvested was around 72 pounds with the biggest weighing 96 pounds. Average weight of bucks harvested was 87 pounds, with the biggest weighing 117 pounds.

Other projects:

- Maintained harvest reporting system.
- Attended ODWC public comments meeting for proposed regulation changes.
- Research on CN hunters education certification system.
- Preparing for phase 2 of controlled burn (1,200 acres) at Sequoyah Hunting Preserve, working closely with CN fire program and THPO Office.
- Feral Swine removal from SHP
- Road/trail maintenance at SHP

Land Management and Agriculture

The Dahlenegah crew have continued to work on fencing, cutting wood and brush hogging properties along with their maintenance of the equipment. Bull hollow crew have been working on the additional fencing project, along with cutting wood and brush hogging properties. They are also still mowing other Cherokee nation owned properties and feeding our buffalo.

Tahlequah crew have been brush hogging properties, feeding cattle, and building fence. We have sold 44 head of calves in the month of November. We have approximately 200 head of momma cows and approximately 150 baby calves, we have 133 cows in the feed lot and 45 big steers and heifers in another feed lot. We also have approximately 350 head of buffalo that are having baby calves currently. Our department has three jobs out on bid at this time and we are just waiting for them to be completed that will help our cattle operation run more efficiently.

Geographic Information Systems

Requests

- **39 GIS Projects**
 - CN Buildings updates
 - Cherokee Nation Apple App updates
 - Google map location naming updates
 - Tax Commission vehicle registration reports
 - CN cemeteries mapping updates
 - Tribal land inspection/mapping
 - New tribal land deed mapping
 - ArcGIS Online map updates
 - Broadband Tower project mapping
 - Zip Code boundary updating
 - NEPA fuels project data development and mapping for the BIA
 - HOPE project client mapping for services
 - Print and finish multiple signs and banners for CN Department events
- **18 Address Requests**
- **31 GIS Software Maintenance/Updates** (GIS server licensing, Online map apps)

From 11/01/2023 – 11/30/2023, the GIS Web Apps had **10,525** views.

Tribal Historic Preservation Office

Section 106 Reviews.

Non-TCNS	Nov 2023	YTD
No Nexus	3	8
No Effect	108	240
Additional Information	31	52
Potential Effect	0	0
TOTAL	142	300
TCNS	Nov 2023	YTD
No Interest	40	57
Adverse Impact Finding	6	6
Reviewed & Exempt	8	12
Reviewed w/ Fee	58	95
Reviewed w/o Fee	0	0
TOTAL	112	170

Consulted on various Section 106 undertakings.

- Meetings held included the following agencies:
 - US Forest Service
 - US Army Corps of Engineers
 - Kentucky State Historic Preservation Office
 - US Geological Survey
 - National Park Service

Miscellaneous.

- Staff volunteered at the Diniyotli Festival, Saline Courthouse. Approximately 500 students attended.

NAGPRA.

- Monday, November 1 and Thursday, November 30. National NAGPRA Committee meeting.
- THPO engages in multiple consultations regarding NAGPRA-affected items for various agencies and organizations, including museums, historical societies, preservation offices, etc.

Ethnobiology

Seed bank FY2022:

- orders – 4629 packages delivered– 9583

Seed bank FY2023:

- Anticipate application opening in February 2024

Activities:

- Ordered Trees for the Annual Tree giveaway for Spring 2024
- Seedbank/Native Plant Site
 - Harvest complete
 - Drying and Processing seeds/products
 - Packaging, counting, and ordering supplies for seed packets
 - Arranging Sunchoke tuber harvest for January

Solid Waste Management

Date 12/04/23
Time 06:48:07

Cherokee Nation Waste Mgmt, OK

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Site Activity Report

Inbound and outbound materials for the period 11/01/2023 - 11/30/2023
Summary Report for Sites: 1, 2, 3
Accounts 0 - 999999 Customer types - Z

Date	Time	Customer	Vehicle	Reference	Material	Tickets	Count	Volume	Net Wt.	Charge
Site 02				Total		675	597	0	1708.71	51,494.30
				Average			1	0	2.53	76.29
				Report Total		675	597	0	1708.71	51,494.30
				Report Average			1	0	2.53	76.29

Cherokee Nation Environmental Programs

National Environmental Policy Act Compliance Program (NEPA):

<i>Program Highlights</i>	<i># this month</i>	<i>Year to date</i>
Environmental Review Records	95	164
Lead-Based Paint Activities	4	32
Asbestos Activities	11	32
Mold/Indoor Air Inspections	0	7
Meth Lab Assessments		

Staff completed asbestos sampling in the Old Motel and building housing the former gift shop, restaurant, and ballroom. The report was submitted to David Moore in Planning and Development.

NEPA Project Work Ongoing:

CNEP Staff continue/completed work on NEPA Reports for Special Projects for Cherokee Nation

- Kenwood Immersion Complex – Construction of education facilities, elder housing units, maintenance facility, sports fields and archery range – ongoing
- Redbird Smith Estates Environmental Assessment – Construction of 8 duplexes & 12 homes – in progress
- Ochelata Duplexes Environmental Assessment – Construction of 3 duplexes – in progress
- Waterline project in Cherokee County – Installation of 2,900 feet of waterline-completed
- Lyon Switch Road – Updating Section 7 and 404 Permit
- Wilson Rock Road Addition – Construction of 22 homes – Started
- Adair RWD # 2 Wauhilla Waterline – Install 9,540’ of waterline – in progress
- Coos-Thompson Bridge Replacement – Updating Section 7 & Floodplain Permit

CNEP Staff completed 12 Environmental Screens for housing rehab and replacement projects funded by CN Tribal Funds.

General Assistance Program:

- Staff began planning for the FY25 GAP grant application.
- Staff worked with Seminole Tribe of Florida to set up a grant/technical writing class in Tahlequah for January 2024. 26 staff from ITEC and CN have registered.
- Staff worked with Risk Management and EMS to hold an 8-hour Hazwoper class on 11/23/23 eight (8) staff attended. Another class is schedule for January 2024.
- Staff submitted Grant Clearance forms for the FY 2024-2025 Pollution Prevention Grant from EPA.
- Radon Display set up at Redbird Clinic in Sallisaw. And Mankiller Clinic in Stilwell.
- Radon completing an outreach display on Sustainability. It will be placed at the Tribal complex during the month of January 2024.
- Staff is completing a radon “rough-in” presentation for HACN new construction.

CN Clean Air Program:

- The final litterfall samples were collected on December 5; the litterfall collectors were set up near Dahlongah School in September and remained in place for duration of the fall season. The samples will be analyzed for mercury by the National Atmospheric Deposition Program (NADP).

- Staff performed the independent audit for Quapaw Nation on December 4.
- Staff performed the monthly audit for the mobile monitor on December 11; it is currently located in Ada, OK with the Chickasaw Nation.
- Staff performed the independent audit for the Fort Sill Apache Tribe on December 18.
- Staff is working on the Quality Assurance Project Plan (QAPP) for the Enhanced Air Quality Monitoring for Communities (ARP) grant activities. The two Personal Air Monitors (PAM) purchased under this grant were deployed on November 14; one at the Pryor ambient air monitoring site and the other at the Cherokee Nation Businesses Distribution Center on Highway 69A. The AQLite monitor will be deployed at the Stilwell air monitoring site in late December.
- Staff is reviewing the 3rd quarter air monitoring data in preparation for entering the data into the EPA Air Quality System (AQS); the data will be submitted prior to December 31.

CN Exchange Network Grant:

- Staff has been working with Windsor Solutions to load radon data records into the CDC RAD (rapid address identifier) tool and TAMU (Texas A&M University) GeoServices and get back the proper geocoding results. A no-cost extension from EPA Region 6 has been approved to extend the grant another year; the award letter has been received. Staff is waiting on the contract with Windsor to be signed by management.
- Staff attended the Tribal Exchange Network Group (TXG) fall meeting November 30 – December 1.

CN Clean Water Program:

- Staff completed the FY23 Clean Water 106 Final Report and sent it to EPA on December 4.
- Staff is working on the data submission into WQX and ATTAINS that is due December 26.
- Staff attended the Oklahoma Comprehensive Water Plan meeting in Tahlequah on December 13.
- Staff sampled Baron Fork Creek for water quality December 11; samples will be sent to Green Country Testing for analysis on Ammonia, Chloride, TDS, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff sampled Fourteen Mile Creek, Little Lee Creek, and Caney Creek for water quality; samples will be sent to Green Country Testing for analysis on Ammonia, Chloride, TDS, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff submitted the Grant Clearance Form for the FY25 Clean Water 106 grant.

CN Pesticide Program:

- Staff attended the Tribal Pesticide Program Council (TPPC) call on December 13.
- Staff assisted with water sampling and lab work for the Clean Water program.
- Staff continues to enter data into the Pesticides Notification System.

SUPERFUND

- Staff participated in the 8-Hour HAZWOPER Refresher Training.
- Staff reviewed an EPA memorandum regarding Fansteel's ownership's role in the upcoming restoration efforts.
- Staff was assigned and is working on a Reassessment Report for the Harshman Machine & Welding Site located in Nowata, OK.
- Staff completed the Pre-CERCLA Screening Report on the Maxxis Tires Site, a former gas station and body shop. Staff peer reviewed Maxxis Tires Site Pre-CERCLA Report. The completed Pre-CERCLA was sent to EPA.
- Staff worked with ODEQ and EPA on details pertaining to the Ottawa County residential yard soil sampling for upcoming NEPA project logistics. Staff began comparing Superfund QAPP and ODEQ OU2 field sampling plan. Staff began working on a new Cherokee Nation QAPP that is directly for OU2 field sampling.

Natural Resource Damage Assessment and Restoration (NRDAR)

Tar Creek

- Staff participated in a Tar Creek Tribal Project Funding from ORDA Call on November 17th.
- Staff participated in the TCTCIT Monthly Call on December 8th.
- Staff participated in the Tar Creek Trustee Council Meeting on December 13th.
- Staff participated in the Tribal Apprenticeship Program Meeting on December 13th.

National Zinc

- No activities were conducted during this timeframe.

Tulsa County Smelter Complex

- Staff participated in the Tulsa Co Smelter Complex Trustee Council Call on November 28th.
- Staff participated in the Tulsa County Smelter Complex Eco/Cultural Sub-Group Call on November 20th.
- Staff attended in-person meeting with David Hall, Attorney from the Attorney Generals Office to discuss NRDA projects.
- Staff participated on the Tulsa County Smelter Complex Trustee Council Meeting on December 14th.

Brownfields

- Staff worked on and completed all components of the Brownfields 128a Tribal Response grant proposal. The proposal was sent to Cherokee Nation Grant Management for review and submittal to the Project Officer, Elizabeth Reyes.

- Brownfield staff recently received the asbestos training, staff shadowed and assisted with asbestos sampling of the old restaurant, gift shop and motel as a training opportunity.

Brownfields BIL Grant

- Staff continued working with vendors on the two (2) Brownfields videos.
- Staff began reviewing the FY24 BIL Brownfields Grant guidelines and working on the grant proposal.
- Staff worked on the FY24 BIL Brownfields Grant. This grant was submitted to EPA Project Officer on December 14, 2023.
- Staff continued working on the BIL Brownfields/NEPA decision tool.

Special Projects – Phase I ESA

Cherokee Nation Real Estate Services

- Staff received a request for a Phase I Environmental Site Assessment (ESA) from Cherokee Nation Real Estate Services for 14.993 Acres in Bartlesville.
- Staff received a request for a Phase I ESA Inspection on a property in Tulsa for Cherokee Nation Real Estate Services.

Cherokee Nation Phase I ESA Work – Cherokee Nation Housing Authority

- No activities were conducted for Cherokee Nation Real Estate Services during this timeframe.

Special Projects – Phase I ESA

- CNEP received a Phase I ESA request from Cherokee Nation Planning and Development for a 4.72 acre track in Pryor. Staff ordered EDR reports and has completed the site inspection.

Environmental Exchange Network Grant

- Staff participated in the ATTAINS Tribal Monthly Call on December 11th.

Miscellaneous:

- Staff received a request for technical information from the Cherokee Nation Public Safety regarding the proper disposal of old paint. Staff provided information on the proper disposal of paint.
- Staff provided brief Microsoft Teams training to CNEP Staff.

- Staff attended the Cherokee Nation Working Together Meeting.

The Inter-Tribal Environmental Council

Inter-Tribal Environmental Council (ITEC) is a consortium of Native American tribes from Oklahoma, Louisiana, Texas, and New Mexico. *CNEP serves the consortia as the lead environmental agency.* In this capacity, CNEP provides technical assistance, data analysis, multi-media sampling, and training opportunities to the 44 member tribes. NOTE: **CN Programs** - are programs that serve the Cherokee Nation. **ITEC Programs** - are programs that serve both the Cherokee Nation and the other 44 ITEC tribes. U.S. EPA Region 6 consists of the following states – Oklahoma, New Mexico, Texas, Louisiana, and Arkansas.

These efforts are funded under the following programs:

ITEC Underground Storage Tanks Program (UST):

- Staff assisted the Clean Water program with sampling.

ITEC Brownfields:

- Staff is working with Cheyenne/Arapaho Tribes on their Brownfields request. Staff is planning to conduct a Tribal Visit, have a meeting and inspect their site. Tentative date to meet with them is December 28th.
 - Staff completed the Brownfields Program Activity Level (PAL) information in ACRES.
 - Staff participated in the Brownfields 128(a) Grantee (R6) Grantee Bi-monthly Meeting.
- Staff participated in the EPA Brownfields States & Tribal Response Program Calls. The focus of these calls was the Tribal Region 6 Call and the Grant Timelines for new grants.

ITEC SUPERFUND:

- Staff worked on Superfund Site Discovery for upcoming visit to Apache and Lawton, OK.
- Staff worked on developing a Superfund Awareness Flyer for Region 6 Tribes.