

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	FY23 Report for December Mtg.		
<b>Executive Director:</b>	David Moore	<b>Phone:</b>	David – (918) 453-5000 X. 4137	<b>E-mail:</b>	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
Durbin Feeling Language Center	October 2021	Punch List	Dec. 2022
New Hospital	Mid-Late 2022	N. parking started/ Hosp. Design	TBD
New Salina Clinic	Early 2023	Design	TBD
Woody Hair Community Ctr. (Kenwood)	Mid 2022	Site/Dirt work	TBD
Marble City Community Ctr.	Jan. 2023	Biding Phase	TBD
Mary L. (Holland) Carson Wellness Ctr.	Early 2023	Design	TBD
Walking Trails (Muskogee)	Dec. 2022	Construction started	TBD
Tahlequah Head Start	TBD	Design	TBD
Pryor CDC/Head Start	TBD	Design 100 CD's	TBD
Sallisaw CDC	TBD	Design 100 CD's	TBD
Wilma P Mankiller Capitol Park	TBD	Design	TBD
Konrad Holmes Walking Trail	October 2021	Phase 1 75% complete	TBD

**Activities: Planning & Development participated in the following Ground Breakings/Opening:**

**Durbin Feeling, Vinita Food Distribution, Birdtail Addition, JW Sam, CN Gift Shop and Three Rivers Walkir**

#### **FLEET SERVICE CENTER**

##### **Accomplishments**

- Facility fully open. Serving GSA and Tribal Vehicles

## REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Stilwell CDC (Safe Room)	Oct. 2022	Site work/footings	Mid 2023
Tahlequah CDC (Safe Room)	Oct. 2022	Placing wall panels	Early-Mid 2023
Health Clinic Expansions	Dec. 2021	Punch List	Dec. 2022
Office Space (Remodel)	Sept. 2022	Near completion	Jan. 2023
Jay W Sams (Remodel) 2-phases	TBD	Painting/Conceptual Design	TBD

### Tahlequah CDC Storm Shelter

Dirt work, water, sewer, plumbing – ongoing  
Concrete walls and roof installed

### Stilwell CDC Storm Shelter

Dirt work – ongoing, bidding job  
Footing poured

### Durbin Feeling Language Center

Punch list – ongoing

### New Hastings Hospital (Parking Area)

Dirt work –ongoing – clearing timber,  
Hosp. desingn phase

### Kenwood Community Center

Dirt work - ongoing

### Three Rivers Walking Trail

Dirt work -ongoing

## ➤ FACILITIES MANAGEMENT

### a.) Accomplishments

#### WORK ORDERS

PROJECT	30 Day Operating Days	In Progress	Completed
All Work Order's Received	11/14 – 12/8	116	Approx 65%

#### PROJECTS

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Covid Relief Efforts	Ongoing	Ongoing	Unknown
Const of K Holmes walking trail	2022	Phase 1 75%	TBD
Winter Prep for Buildings & Grounds	11/1/22	25%	12/1/22

**Continued work on developing a preventative maintenance schedule. Christmas light work continues. We are pulling floats in 13 Christmas parades throughout Cherokee Nation.**

## **UPCOMING MONTHLY SCHEDULE (or) FUTURE PLANS**

### **PLANNING & DEVELOPMENT**

#### **Future Plans/New Initiatives**

- **Durbin Feeling Language Center** – punch list
- **Tahlequah CDC Storm Shelter** – Dirt work, water, sewer, plumbing – ongoing, Concrete walls and roof installed
- **Stilwell CDC Storm Shelter** – Dirt work – ongoing, footing poured
- **Master Planning** for FRF Funding
- **New Hastings Hospital- (North Parking lot)** Dirt work ongoing
- **New Salina Clinic** – concept design & space programming
- **Health Clinic Expansions** – Completion of Punch List
- **New Pryor CDC/Head Start** – Design, 100% CD's
- **Tahlequah Head Start** – Beginning design Phase
- **Konrad Holmes Walking trail** – Phase 1, 75% complete
- **Walking Trails (Muskogee)** – Dirt work - ongoing
- **Mary L. (Holland) Carson Wellness Ctr. (Stilwell)** – Conceptual design
- **Woody Hair Community Ctr. - (Kenwood)** – Site work, ongoing
- **Marble City Community Ctr. -** Construction soon
- **Wilma P Mankiller Capitol Park design** – SD's

### **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
- Constructing new road for firing range
- Attending to work orders as they come in.



Hastings parking area - dirt work



Kenwood Community Bldg – dirt work



Tahlequah CDC – wall installation



Stilwell CDC – footing poured



## CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

**Group:** Government Resources

**Month/Year of Report:** December 2022

**Executive 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 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. Appraisals. One appraisal was ordered during the month.
2. Purchases. Three tracts were purchased during the month of December. One 10-acre tract in Adair County; four lots in Sequoyah County; and a one-acre tract in Delaware County.

3. Last Will and Testaments. One LW&T was prepared and endorsed; two new interviews were taken; one new draft prepared to date.
4. Quiet Title Notices. Four quiet title notices were received from the Solicitor's office, researched and returned.
5. Report for Distribution. One RFD was requested, researched and submitted to BIA.
6. Inventory/Heirship. Five inventory heirships were requested and returned.
7. Leases/Permits. One Trust related agriculture lease was submitted; another one is pending. Four new restricted hunting leases were submitted to BIA for approval.
8. Environmental Reviews. Four categorical exclusions were requested; three were completed.
9. Rights of Way. One Trust-related right of way was approved; two are pending. One Tribal-related right is pending.
10. Rights of Entry, Service Line Agreements. Eleven rights of entry were requested and completed; one SLA was submitted.
11. On-Site Inspections; home visit. Four on-site inspections were requested and completed; two home visits were made.
12. Trespass issues. Two trespass issues were addressed.
13. Maps/platting. 12 requests for maps/platting assistance were received and completed.
14. Land status calls. 25 land status verification calls were completed during the month.
15. District Court Probates. All new probate applications are being researched in preparation for filing in District Court.
16. Financial transactions. During the month of December, \$44,900.05 was processed as lease payments and \$171,894.51 was processed through lockbox.
17. Research. Two staffers continue performing multi-county research.
18. TAAMS. Encoding for the TAAMS project has been awaiting re-opening of EORO; however, plans are being made to perform in-house encoding in the upcoming year. Currently, three staffers are performing final review and updates.
19. Impact Aid. Two impact aid verifications were requested and completed.
20. Stats. 94 client sign-ins; 85 phone inquiries; 113 obituaries were processed. (These were for a two month period).

## Cherokee Nation Environmental Programs (CNEP)

Monthly Report  
December - 2022

### Cherokee Nation Environmental Programs' Mission Statement:

*The Cherokee Nation Environmental Programs is committed to protect, preserve, and restore in a sustainable manner our Nation's naturally diverse ecosystems for the health and benefit of future generations.*

### Clean Air Program:

- Ozone season for Oklahoma ended on November 30; staff performed the final checks on the monitors at the Roland and Pryor sites before pulling them for annual maintenance. The ozone monitors at the mobile and Stilwell sites operate year-round.

### Clean Water Program:

- Staff sampled Sallisaw Creek, Baron Fork Creek, Spring Creek and Saline Creek for water quality; samples were sent to Green Country Testing for analysis on Ammonia, Chloride, TDS, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.

### Underground Storage Tanks Program:

- Staff performed a monthly site visual inspection at the Outpost 1 and at the Roland Travel Plaza. There were no findings at either location.

### National Environmental Policy Act (NEPA) Compliance Program:

<i>Program Highlights</i>	<i># this month</i>	<i>Year to date</i>
<b>Environmental Review Records</b>	81	227
<b>Lead-Based Paint Activities</b>	17	39
<b>Asbestos Activities</b>	20	42
<b>Mold/Indoor Air Inspections</b>	3	12
<b>Methamphetamine Contamination Assessments</b>	1	3

### NEPA Project Work Ongoing:

CNEP Staff continue/completed work on environmental reports for special projects for Cherokee Nation those projects include:

- Bridge 67 over Pecan Creek – Coos Thompson Road Bridge replacement project Cat Ex – ongoing
- Indian Road – Three structure replacement project – Cat Ex completed
- Dreadfulwater Road – updating Cat Ex
- Chewey North River Road – updating Cat Ex
- Mud Valley Road – updating Cat Ex

- Dahlenegah South Road – updating Cat Ex
- Tahlequah Speaker Village EA – New construction 7 single-family dwellings – Environmental Assessment started 10/14/22 – EA document completed-Public Notice required with two week comment period
- Stilwell Development Authority FEB – Construction of 1.9 Million Gallon and 11.8 Million Gallon flow equalization basin – ongoing
- Stilwell Development Authority Pump Station – Construction of a raw water pump station at Stilwell Lake Intake Site – ongoing
- Stilwell Water Treatment Plant Improvements – Improvements to the current Stilwell Water Treatment Plant – ongoing
- Cherokee Rural Water District #3 – Installation of 2,775’ of 3” water line – ongoing
- Muskogee RWD #7 – Installation of 7,500’ of water line – started/ongoing
- Cherokee RWD #13 – Installation of 5,400’ of water line – started/ongoing
- Adair RWD #2 – Installation of 9,540’ of water line – started/ongoing
- Kenwood Immersion Complex – Construction of education facilities, elder housing units, maintenance facility, sports fields and archery range – started/ongoing

NOTE: Categorical Exclusion (Cat Ex), Environmental Assessment (EA) – are terms used to describe the level of environmental review record that was used in completing the NEPA compliance stage of the project.

#### **Special Projects:**

- Staff completed 14 Environmental Screens for housing rehab and replacement projects funded by CN Tribal Funds.
- Staff has received the request to conduct a Phase I ESA Report for the Dotson-Roberts-Peace Pavilion for a Fee to Trust Package. This project is still ongoing.
- Staff did receive 2 request for Special Project work for the Tahlequah and Kenwood Speaker Villages. Staff completed the Tahlequah Speaker’s Village Property Phase I ESA Report. These projects are still ongoing.

#### **General Assistance Program**

- Staff held a Town Branch litter pick-up event in Tahlequah in cooperation with the City of Tahlequah Storm Water Management on October 27, 2022. Approximately 15 staff picked up trash and recyclable materials along the creek and in the parks.
- Staff will hosting an E-Waste collection event on December 2<sup>nd</sup> in the parking area on the north side of the CN Warehouse, in Tahlequah. The event is open to the public.

#### **Miscellaneous:**

- Staff is working on future activities for the Tribal Sustainable Food Initiative and will be reaching out to one or two area schools to participate. In addition, staff is planning to conduct a food audit at Sequoyah High School.



- Staff held an E-waste collection event in Tahlequah in which they collected some 4,500 lbs. of electronics.

### **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. These efforts are funded under the following programs:

#### **ITEC Technical Assistance:**

- Staff performed independent audits on air monitors for the Quapaw Nation and for the Fort Sill Apache Tribe.
- Staff completed the Seneca Cayuga Nation's Public Facility Construction Property Phase I Environmental Site Assessment (ESA).
- Staff began work on the Phase I Environmental Site Assessment (ESA) for the Thlopthlocco Tribal Town for the Morrow Property.

#### **ITEC Underground Storage Tanks Program (UST):**

- Staff provided an on-site inspection training, inspection and testing for the Otoe-Missouria Tribe, the Tonkawa Tribe, and for the Seminole Nation's Department of Commerce.

NOTE: *ITEC Programs - are programs that serve both the Cherokee Nation and the other 44 ITEC member tribes.*