

Group:	Management Resources	Month/Year of Report:	June FY15 Report for July Meeting		
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)	653	1772 ac
Fence Rebuilt (repaired)		
Fire Guards Maintained		9.25 mi
Lease Compliance/Tribal land inspections	9	36
Mechanical Weed/Brush Control		80.5 ac
New Fencing	.75	40.08 mi
Provide Technical Assistance to Communities	8	83
Hay baled	278	492
Crops for families from Jay Community Garden	19	119

- **Community Assistance Projects**

- Mowed twice for CC Camp
- Mowed at Greasy Community building twice in June
- Repaired driveway for Cherokee elder in Adair County
- Mowed for elderly Cherokee citizen in Mayes County
- Repaired driveway for disabled Cherokee citizen in Sequoyah County
- Cut 5 bales of hay by Heritage Center for them to use



Before and After - Adair County Driveway

- **Tribal Land Improvement Projects**

- Sprayed 608 acres on Kenwood units and 45 on SEQ units
- Repaired road on CMS 23
- Completed work on CMS 12 fence
- Repaired road and bridge at Saline Courthouse
- Buffalo
 - Gave tour for Career Services interns and for Kenwood school

- Pipe delivered for corral
- Jay Community Garden
 - Garden maintenance
 - Planted more tomatoes, peppers, cucumbers, squash, green beans and okra
 - Picked squash and okra
- Sallisaw Creek Park
 - Purchase order in place to build barn
 - Park closed on 6/26 due to flooding
- **Resource Projects**
 - Mowed property at Garland, Texas
 - Performed site inspections in Delaware county at KEN 23, 25, 28, 32, 33, 34 and 37
 - Performed site inspections in Adair county at CMS 20 and 21A
 - Brush hogged around new clinic site at Jay
 - Attended USDA grant Meeting
 - Attended EPC Meeting
 - Attended NR Managers meeting
 - Baled hay at Wilcox property, Dahlongegah shop and at CDC at Stilwell
 - Brush hogged property behind Jay Walmart
 - Cleaned water gap on CMS 5

GROUPS KEEPING/MAINTENANCE

Beaver Property (by Yonkers)	<input checked="" type="checkbox"/>	Greenhaw tract	<input type="checkbox"/>
Belfonte	<input checked="" type="checkbox"/>	Jay Foods Distribution	<input checked="" type="checkbox"/>
Bull Hollow Com. Bldg.	<input checked="" type="checkbox"/>	Locust Grove Property	<input checked="" type="checkbox"/>
Bull Hollow Shop	<input checked="" type="checkbox"/>	Kenwood Trailer Park	<input checked="" type="checkbox"/>
Candy Mink Springs	<input checked="" type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Safe house	<input type="checkbox"/>
Conley Property	<input type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlongegah Park	<input type="checkbox"/>	Sallisaw Creek Park	<input checked="" type="checkbox"/>
Dahlongegah Shop	<input checked="" type="checkbox"/>	Tahlonteskee	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>		

FACILITIES MANAGEMENT

- Continued POD Remodel
- Continued work on Tahlonteskee remodel
- Set out sand bags and prep for flooding
- Set up tables, chairs, tents, etc for Arts on the Avenue
- Set up tables, chairs, stage, sound system for ICW event
- Set up tables and chairs at SHS for Eldercare event
- Removed brick in Courtyard
- Set up shade cloth, frame, chairs, tents, stage for Removal return ceremony
- Installed water diverters in Career Services File Room
- Set 20x40 tent at Saline Courthouse for event
- Set five 10x10 tents at the Heritage Center for event
- Installed two kiosks at Tag Agency
- Installed new lock at Main Entrance at Markoma
- Repaired electrical issue at Ballfields
- Welded frames/awnings at Softball Fields
- Set up for Removal send off ceremony

- Set up for Redbird Health Clinic event
- Request for bid on new 15 ton unit for Human Services/Higher Ed area in Main Complex
- Completed glazing of hallways in Main Complex
- Removed fallen tree at PowWow Grounds
- Set up for tribal election

GROUPS 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"/>

PLANNING AND DEVELOPMENT

- **Sequoyah - Stadium** – Phase 1 – (patch concrete surfaces, install new waterproof coating, renovate or replace safety railing, new bleacher and backed stadium seating, new foam insulation and metal wall panels) Bid awarded to CNCR. Project started 6/8/15.
- **Water System Replacement** –Project started 6/8/15.

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Cooweescoowee Clinic	December 2013	85%	April 2015
Redbird Smith Annex		100%	
Wilma P Mankiller Addition	May 2014		June 2015
Sam Hider Clinic	May 2014		June 2015

REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
WW Hastings New Hospital			Design Phase
Main Complex	June 2015		
SHS boys/girls dorm – roofing			Bid opening 1/20/15

b.) Future Plans/New Initiatives

NATURAL RESOURCES

- AML project – repair work on coal pit reclamation sites
- Grounds maintenance
- Community Assistance Projects
- Sallisaw Creek Park improvements
- Buffalo corral
- Cut and bale hay

FACILITIES MANAGEMENT

- Re-surface walking trails
- Remodel exterior finish of Main Complex
- Replace HVAC units at Ballroom
- Replace HVAC unit in the warehouse vault
- Install Dyson hand dryers in Main Complex
- Install sunscreens in Main Complex

PLANNING DEVELOPMENT

- **Redbird Smith Annex (CNCR)** Grand opening was held June 1, 2015. CNCR is working with Patton Construction to repair asphalt deficiencies.
- **Wilma P. Mankiller Addition (CNCR)** –CNCR is working with subcontractors to finalize the interior and exterior work. Touchup of drywall and painting in progress. Final clean is in progress. Owner provided furniture will arrive soon.
- **Ochelata (CNCR)** –Training and commissioning of equipment is being scheduled with Health staff.
- **Sam Hider Clinic (CNCR)** –Priming and painting of walls is in progress throughout the building; Acoustical lay-in grid is being installed at north wing and center section of the building; Glass storefront installation is 100% complete; HVAC is operational, duct drops and HVAC diffusers are being installed; MEP is ongoing at 90% (ducts and overhead conduits); Millwork delivery and install is in progress; Overhead hydronic piping and insulation is ongoing at west end of building; Overhead and in-wall domestic water piping and venting are ongoing at west end of building; Drywall is ongoing at 85%; Exterior concrete at 55%; Radius masonry wall began 4/2; Overall masonry is 98% complete; Asphalt parking lots complete; On-site sanitary sewer is at 98%; Ceramic tile in restrooms complete; Flooring and site work have been delayed due to high humidity and recent heavy rains causing a 7 week construction delay.
- **New WW Hastings Joint Venture** – Identifying services and programming, working on application. Ground breaking scheduled for May 14, was cancelled to do weather.
- **Main Complex** – Construction started
- **Veteran's Center- Statue** – Foundry is currently 3 months behind schedule; No bids received for statue concrete base – calling TERO vendors for pricing. *Memorial* – Received bids 2/20- reviewing. Awarded to Willis Granite
- **Saline Courthouse** – New bridge is complete, road is roughed in, starting graveling parking area mid-May.
- **OSU Extension Garden** – working with OSU Extension office to move their garden to Cherokee Nation; complete except for closing the end of beds when more dirt arrives.



WP Mankiller Clinic June 2015

CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

Group: Management Resources

Month/Year of Report: June, 2015

Executive Director: Bruce Davis

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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:

- Sale or Purchase of Restricted Land
- Deed Exchanges
- Partitions
- Patents-in-fee
- Rights-of-way
- Removal of Restrictions
- Business, Agriculture and Residential leasing
- Restricted Mineral Interests
- Last Will & Testaments
- Probate information
- Cherokee/English Interpreter
- Notary Services

I. Budget Highlights: None.

II. Program Highlights:

1. Sale or Purchase of Land. No land purchased during the month of June.
2. Appraisals. Five appraisals were ordered; two approved during the month of June.
3. Quiet Titles/Administrative Law Judgments (ALJ)/Estate closing. Five Quiet Title requests were received, researched and returned during the month. One ALJ was requested, completed and returned to BIA. One Inventory/Heirship research completed and returned.

4. Report for Distributions, Transmittals, IIM Setups. Six RFDs were completed and sent to BIA; five were finalized by BIA and returned. One Summary Distribution was submitted to BIA.
5. Last Will & Testaments. 11 Last Will and Testaments were prepared and endorsed; two were presented for District Court approval; 13 interviews were completed; 12 drafts prepared.
6. Court Appearances. One Court appearance was completed.
7. Right of Entries. 23 right of entries were requested; 21 processed to date.
8. Leases. Two business leases were approved by the Regional Office.
9. On-Site Inspections, Home Visits, Trespass issues. Four on-site inspections were requested and three were completed; one home visit was requested and completed.
10. Environmental Reviews. Six environmental reviews were requested and completed during the month.
11. Maps/platting/survey assistance. 34 requests for maps/platting assistance was completed during the month of June.
12. Jurisdictional calls. 43 jurisdictional calls were completed during the month.
13. Financial transactions. \$144,291.98 was processed through the lockbox; and \$50,918.04 was received in the office for lease payments during the month.
14. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. During the month of June, CNRES submitted 34 files to be encoded and have determined that 108 files contain no restricted property. There are 443 files remaining for status determination, research and abstracting.
15. Impact Aid. Two impact aid verifications were received and processed for Gore and Kenwood schools.
16. Stats. 157 client sign-ins (walk-ins), 148 phone inquiries, 64 obituaries processed.
17. Trainings/special occurrences.
 - Department of Interior Fluid Minerals SOP training was attended by Joel Bean and Marshea Halterman June 22 & 23 in Tulsa.
 - Janel Perry attended the Sovereignty Symposium in OKC.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Group: Environmental Programs
Administrator: Tom Elkins

Month/Year of Report: June (FY 2015)
Phone: 918-453-5237 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)	136	723	80%
6 ERR (Roads)	1	2	33%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	39	198	79%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	1	2	4%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	31	118	79%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	9	100	50%

f.) Landfill Inspection Dates:

Purpose	Date	Leachate Pond Freeboard
Unannounced Visit	5/13/2015	24 inches
Unannounced Visit	5/14/2015	25 inches
Unannounced Visit	5/15/2015	25 inches
Unannounced Visit	5/18/2015	23 inches
Unannounced Visit	5/19/2015	23 inches
Gas Vents Sampled	5/21/2015	
Unannounced Visit	5/21/2015	23 inches
Unannounced Visit	5/22/2015	23 inches
Unannounced Visit	5/26/2015	17 inches
Unannounced Visit	5/27/2015	17 inches
Unannounced Visit	5/28/2015	17 inches
Unannounced Visit	5/29/2015	16 inches
Unannounced Visit	6/1/2015	16 inches
Unannounced Visit	6/2/2015	15 inches
Unannounced Visit	6/3/2015	15 inches
Unannounced Visit	6/4/2015	15 inches

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Purpose	Date	Leachate Pond Freeboard
Unannounced Visit	6/5/2015	15 inches
Unannounced Visit	6/8/2015	15 inches
Unannounced Visit	6/10/2015	16 inches
Unannounced Visit	6/11/2015	16 inches
Unannounced Visit	6/12/2015	16 inches
Unannounced Visit	6/15/2015	16 inches
Unannounced Visit	6/16/2015	16 inches
Unannounced Visit	6/18/2015	13 inches

(24" of Freeboard are required on the Leachate Pond)

II Highlights:

a) CNEP Clean Air staff completed loading all raw and quality assurance air quality data for the 1st quarter of 2015 into the EPA AQS system, staff have also backed up both the Airodis and AirVision databases. These two separate databases house all the CNEP air quality data. These systems also assist with the environmental information exchange program as well. This provides for immediate data sharing to the public environmental websites.

b) CNEP indoor air staff attended an indoor air and home to school training through the University of Tulsa at the white house on Sequoyah High Schools Campus. It lasted for two days June 9th and June 10th. Staff trained on using certain instruments for field home research. Staff also trained how to conduct home visits. They observed the outside of the home and looked at any potential problems when doing home visits.

Trust Application Activities:

- Staff completed and finalized the Phase I Environmental Site Assessment (ESA) for the Housing Authority Cherokee Nation Property (HACN) in Sallisaw, Oklahoma. A copy of the report was submitted to the NAHASDA staff.