

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	Sept FY15 Report for Oct. Meeting		
<b>Executive Director:</b>	Bruce Davis	<b>Phone:</b>	453-5340	<b>E-mail:</b>	<a href="mailto:bdavis@cherokee.org">bdavis@cherokee.org</a>

## 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)	70 ac	2002 ac
Fire Guards Maintained		9.25 mi
Lease Compliance/Tribal land inspections	44	119
Mechanical Weed/Brush Control	35 ac	115.5 ac
New Fencing		4.08 mi
Provide Technical Assistance to Communities	8	105
Hay baled	392	1343
Crops for families from Jay Community Garden	24	299

- **Community Assistance Projects**
  - Mowed CC Camp twice in the month of September
  - Mowed for Greasy Community three times this month
  - Cleared brush pile for Cherokee citizen
  - Mowed at Kenwood play ground
  - Mowed for elder at Bell Community
- **Tribal Land Improvement Projects**
  - Buffalo
    - Checked fence
    - Worked buffalo
    - Assisted contractor with construction of corral
    - Met with RES regarding electric at site
    - Met with Water and Sanitation department regarding well
    - Attend weekly contractor meeting
    - Completed pad at corrals
    - Received new buffalo from the Badlands National Park
  - Jay Community Garden
    - Garden maintenance
    - Picked squash, cucumbers, tomatoes, cantaloupe, peppers, okra, radishes and turnip greens
    - Planted lettuce, radishes and turnips
    - Continue partnering with Healthy Nations, they are providing volunteer labor
  - Sallisaw Creek Park
    - Construction of barn is completed
    - Assembled stalls

- Cleared horse trails
- Leveled horse stables

- **Resource Projects**

- Worked on overflow parking area for Cherokee National Holiday
- Mowed at SEQ1
- Brush hogged on KEN23 and KEN27
- Brush hogged at Beck's Mill
- Brush hogged 20 acres at Redbird Clinic
- Cut hay at red barn and airport property
- Site inspections completed:
  - Candy Mink Springs units in Adair County: CMS8A, 8D, 9A, 13, 18B, 23, 32B, 37B, 39A
  - Kenwood units in Delaware County: KEN10, 12, 18, 22, 27, 29, 30, 31, 38A, 39, 40, 41, 42PT
  - Cherokee County inspections: Conley, Hoffman, Johnson, Owen School, Parkhill, PH Echota, PH1, PH2, Ross School, SEQ1, SEQ1A, SEQ2, SEQ2A, SEQ3, SEQ3A, SEQ4, SEQ4A, SEQ4B, SEQ5, TAH City Lot, TAH1, TAH2

### GROUNDS KEEPING/MAINTENANCE

Beaver Property (by Yonkers)	<input 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 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"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>		

### **FACILITIES MANAGEMENT**

- Installed 5 temporary units at Jack Brown
- Built float and pulled in Vinita parade
- Began painting bleachers for Holiday
- Replaced receipts on announcer stand at PowWow Grounds
- Replaced boards on Bleachers
- Prepared ballfields for Holiday tournament
- Built panel box for Gospel tents
- Replaced breaker on sprinkler system at Courthouse
- Repaired pedestals at Court house
- Cleaned up old foundation and spread dirt at old Council Building
- Repaired HVAC unit and replaced transformer at Bull Hollow
- Painted staircases at Motel
- Replaced flooring and steps for announcers stand at PowWow Grounds
- New screens and painting completed at Main Complex
- Completed paint and bleacher repair at PowWow Grounds
- Stansions installed at Veteran's Memorial
- Powerwashed the Veteran's Center
- Cleaned, polished and waxed rock floor in Main Complex

- Complete set up and disassemble of Holiday material (tents, flutter flags, t-posts, trash, etc.)
- Took 30 tables to Fair Grounds for 4-H Event
- Set up for Outpost groundbreaking ceremony
- Replaced water hydrant and PowWow Grounds
- Set up 60x60 tent at NSU Football Field
- Completed re-wire of PowWow Grounds

#### **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 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"/>

#### **PLANNING AND DEVELOPMENT**

- **Sequoyah –**  
Stadium – Phase 1 –Project started 6/8/15. Stadium has been sandblasted, working on new railings and steps, and patching concrete new bleacher and backed stadium seating, new foam insulation and metal wall panels  
Water System Replacement –Project started 6/8/15. The main 8” loop around campus complete, starting the 6” smaller lines  
Boys/Girls Dorms Roof Replacement /Remediation – Boys dorm complete except for punch list items, has been turned over the SHS. Girl dorm should be complete in a week or so.

#### **NEW CONSTRUCTION**

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Cooweescoowee Clinic	December 2013	100%	April 2015
Wilma P Mankiller Addition	May 2014	90%	June 2015
Sam Hider Clinic	May 2014	70%	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		Began work June 2015
SHS boys/girls dorm – roofing	June 2015		Bid opening 1/20/15
SHS stadium upgrades	July 2015		
SHS Cafeteria HVAC replacement		100%	

## **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
- Completion of buffalo corral and shelter

### **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 AND DEVELOPMENT**

- **Wilma P. Mankiller Addition (CNCR)** – There are a few punch items to complete. Landscaping – also working on punch list items.
- **Sam Hider Clinic (CNCR)** –Painting (final coat after remediation of water and flooring installation. Landscaping will finish up after French drain is installed. Flooring – moisture issues, received recommendation and drawings from engineer on French drains and plugging utility lines that lead to building.
- **New WW Hastings Joint Venture** – Identifying services and programming, working on location and requirements. Areas on Burchette property cleared by Natural Resources Department – as required by BIA. RFQ has been posted for an architect. Met 9/10/15 to review and rank the proposals that were submitted.
- **Main Complex** –  
New Construction - Column & beam installation near completion; Dirt & concrete work in the courtyard completed; Exterior wall framing started 7/13/15 & is ongoing. Trusses are being installed as they arrive.  
Council Area – remodeling has been completed
- **Veteran's Center-**  
Building – EIFS on west end as delaminated from gable wall – contractor will be onsite today – temporary fix in place – sent samples of adhesive to be reviewed. Permanent fix has been completed.  
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 Demo of old monument scheduled for 10/5/15. Installation of new monument scheduled to start 10/19/15 – should take two weeks.
- **Cultural Grounds** – rebuilding electrical system – completed
- **Tornado Shelter Grant** – developed postcards for target area (they have been mailed out)



Wilma P Makiller Clinic



Sam Hider Clinic



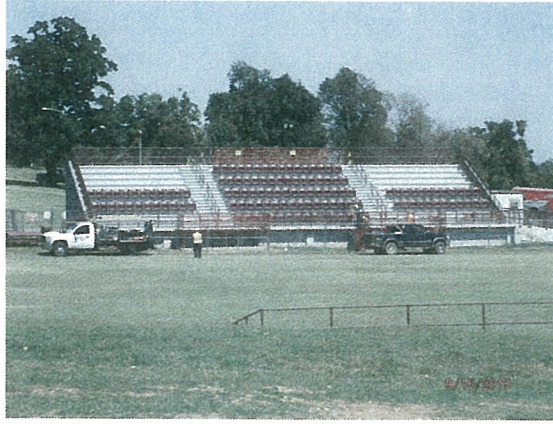
2<sup>nd</sup> level construction on Keeler Complex



New Outpost construction



Cherokee Plaza new construction



SHS Stadium Improvements



## CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

**Group:** Management Resources

**Month/Year of Report:** September, 2015

**Executive Director:** Bruce Davis  
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**Director:** Ginger Reeves  
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**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:

- 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 property was purchased during the month of September to date.
2. Appraisals. Seven appraisals were ordered; seven were approved during the month of September.
3. Quiet Titles, Administrative Law Judgments (ALJ), Estate closings, Inventory/Heirships. Eight Quiet Title requests were received, which were researched and returned; none pending to date. Four ALJs were requested, completed and returned to BIA. Fifteen Inventory/Heirships were requested, researched and returned; none pending to date.

4. Report for Distributions, Transmittals, IIM Setups. Nine Summary Distributions were requested; one was returned, eight remain in progress to date. One RFD was requested, researched and sent to BIA for finalization; one was finalized by BIA and returned. Three IIM setups were accomplished.
5. Last Will & Testaments. Five Last Will and Testaments were prepared and endorsed for Cherokee citizens; 12 interviews were completed; and eight drafts were prepared.
6. Narratives/Title Status Reports (TSR). 12 TSRs were requested, completed and returned.
7. Deed Approval Applications, Restriction Removal Applications. One deed approval application was requested and submitted. One restriction removal application was requested and submitted, and currently in progress. One removal was completed.
8. District Court Probates. There are 117 total inventory applications for probate on the waiting list.
9. Rights of Way, Rights of Entry, Service Line Agreements. Two Rights of Way were submitted for approval; 25 rights of entry were requested and 23 processed to date. Two Service Line Agreements were processed.
10. On-Site Inspections, Home Visits, Trespass issues. 21 on-site inspections were requested and completed; one home visit was requested and completed; one trespass issue was addressed.
11. Environmental Reviews. Six environmental review was requested during the month; six were completed and received.
12. Maps/platting/survey assistance. 41 requests for maps/platting assistance was completed during the month.
13. Jurisdictional calls. 40 jurisdictional calls were completed during the month.
14. Financial transactions. \$183,257.64 was processed through the lockbox; and \$18,416.06 was received in the office for lease payments during the month.
15. Impact Aide Verification. Three Impact Aid verifications were prepared for Peavine, Oktaha and Rocky Mountain schools.
16. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. There are 327 files remaining for status determination, research and abstracting.
17. Stats. 137 client sign-ins (walk-ins), 74 phone inquiries, 37 obituaries processed.



# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Group: Environmental Programs  
Administrator: Tom Elkins

Month/Year of Report: September (FY 2015)  
Phone: 918-453-5237 email: [tom-elkins@cherokee.org](mailto: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)	122	1020	113%
6 ERR (Roads)	0	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	14	251	100%

### 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	10	156	104%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	11	130	65%

### f.) Landfill Inspection Dates:

Purpose	Date	Leachate Pond Freeboard
Unannounced Visit	8/14/2015	9 inches
Unannounced Visit	8/17/2015	9 inches
Unannounced Visit	8/19/2015	9 inches
Unannounced Visit	8/20/2015	9 inches
Gas Vents Sampled	8/20/2015	
Unannounced Visit	8/21/2015	9 inches
Unannounced Visit	8/25/2015	9 inches
Unannounced Visit	8/26/2015	9 inches
Unannounced Visit	8/27/2015	9 inches
Unannounced Visit	8/28/2015	10 inches
Unannounced Visit	8/31/2015	10 inches
Unannounced Visit	9/1/2015	10 inches
Unannounced Visit	9/2/2015	10 inches
Unannounced Visit	9/3/2015	11 inches
Unannounced Visit	9/4/2015	11 inches
Unannounced Visit	9/8/2015	12 inches

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Unannounced Visit	9/11/2015	8 inches
Unannounced Visit	9/14/2015	8 inches
Unannounced Visit	9/15/2015	9 inches
Unannounced Visit	9/16/2015	9 inches

(24" of Freeboard are required on the Leachate Pond, since this report Freeboard has been down to 8"!

## II Highlights:

a) CNEP Sent out registration for the Self-Governance @ EPA Meeting to be held Tuesday September 15, 2015 at the Hard Rock Hotel & Casino in Tulsa, OK. The focus of this meeting will be an overview of Tribal self-governance, provisions of self-governance, identifying provisions of self-governance, and the changing regulations vs the law. There were 14 participants from the Cherokee Nation and other tribal nations. CNEP staff will be represented at the quarterly meeting of the Self-Governance Advisory Committee.

b) CNEP will be hosting a Water Quality Monitory Class to be held on Sept 22<sup>nd</sup> & 23<sup>rd</sup>

c) Staff received all supplies for the TU/Cherokee Nation Home to School Asthma Program and they are now available for distribution to the 12 study schools for the upcoming school year. Staff has also received vacuums and supplies that will be distributed to the 104 families that are part of the study group.

## Trust Application Activities:

- Staff finished the last of the reports for the Phase 1 environmental site assessment (ESA) for the trust application package for the Hastings Hospital property.