

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	Jan. FY16 Report for February Mtg.		
<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)		
Lease Compliance/Tribal land inspections	45	45
Mechanical Weed/Brush Control	250 ac	830 ac
New Fencing		.25 mi
Provide Technical Assistance to Communities	7	19
Hay baled		85
Crops for families from Jay Community Garden		83

- **Community Assistance Projects**
  - Built road at Nowata community building
  - Delivered 4 loads of wood to Cherokee citizens in Adair county
  - Repaired driveway for disabled Cherokee citizen in Adair county
  - Built wheel chair ramp for elder in Cherokee county (Human Services paid for material)
- **Tribal Land Improvement Projects**
  - Brush hogged 75 acres on KEN 12
  - Brush hogged 175 acres on KEN 41
  - Completed 36 site inspections in Adair and Muskogee counties and 9 in Kay county
  - Cleaned out 13 cisterns and capped water wells at Chilocco



Chilocco Project

- **Resource Projects**
  - Equipment repair
  - Vehicle maintenance

- Loaded hay for customers and moved 24 bales to Bull Hollow for buffalo
- Attended NR Managers meeting
- Attended EPC Meeting
- Met with Neysa Osborne regarding Aquaponics, NEO community action garden and Jay community garden
- Repaired bridge at Saline Courthouse
- Completed Noxious Weed Proposal and delivered to BIA
- Buffalo
  - Fed buffalo
  - Gave buffalo tour to Gordon Hill, wildlife photographer
  - Contractor still in progress of completing corrals
- Jay Community Garden
  - Garden maintenance including cleaning drainage ditch
  - Pruned fruit trees
- Sallisaw Creek Park
  - Equipment maintenance
  - Cleared limbs from riding trail
  - Continue work with installing backing on horse barn and dozing around barn

#### **GROUPS KEEPING/MAINTENANCE**

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

#### **FACILITIES MANAGEMENT**

- Mud and taped sheet rock on ceiling at Carriage House
- Removed soffit and repaired roof drain in Old BIA Building
- Unstopped sewer line in HR Building
- Hung plywood on walls of new shop building at FM Shop
- Cleaned out sewer drain and lines at FRB
- Spread gravel in driveways and parking lots at EMS and Security
- Installed photo cell on pole lights east of Tsa-La-Gi Annex
- Replaced hot water heater at FRB
- Repaired back entrance door to Main Complex
- Cut and removed trees from ditch in front of Purchasing Warehouse
- Repaired heater units at Gaming Commission
- Dug ditch for new water line at Headstart Circle
- Placed dumpsters at Chewy Community Building for flood victims
- Pumped septic at Southgate H
- Cleared blocked floor drain in Test Lab
- Painted training room and hung pictures in OED Training Room
- Removed Council House Box off of NW wall in Pod
- Changed out hot water tank at Stilwell Complex

- Built box for ice machine and put FRP board on it, changed it all at at Kawi Café
- Patched roof and repaired roof leaks in Career Services Adult Education
- Replaced ceiling tiles and patched hole in ceiling at Southgate H

#### **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 type="checkbox"/>	Pow Wow Grounds	<input type="checkbox"/>
Immersion	<input checked="" type="checkbox"/>	Stilwell Complex	<input checked="" type="checkbox"/>
Keetoowah Duplexes	<input 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

#### **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	100%	June 2015
Sam Hider Clinic	May 2014	70%	December 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		2016
SHS boys/girls dorm – roofing	June 2015		Complete
SHS stadium upgrades	July 2015		

#### **b.) Future Plans/New Initiatives**

#### **NATURAL RESOURCES**

- AML project – repair work on coal pit reclamation sites
- Completion of buffalo corral

## 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)** – Complete with a few punch list items left to complete. Waterline break – remediating damage – reinstalling insulation and drywall. Repainting.
- **Sam Hider Clinic (CNCR)** – Exterior drainage systems will be completed by end of December (this has been delayed due to weather) followed by landscaping being completed. Working on punch list
- **New WW Hastings Joint Venture** – Identifying services and programming, working on location and requirements. Proposals have been ranked. Interviews with architects are complete. Waiting on approval to award.
- **Main Complex – New Construction** - Exterior wall framing is ongoing. Trusses are being installed as they arrive. Decking is ongoing – nearing completion, Insulation and water shield on roof being installed – nearing completion; Exterior sheathing and EIFS has started on the north side, going around to the west side – near completion. Chillers are set, piping is ongoing, metal roof panels scheduled to start, window installation has started
- **Veteran's Center-**  
Statue – No bids received for statue concrete base – calling TERO vendors for pricing, Artist working on an updated schedule.  
**Tornado Shelter Grant** – Expanding inquiries to the next level target area. Thirty two shelters have been completed/8 remaining. Received an extension from American Red Cross. Looking into new grants.
- **OutPost #1** – Rough-in near complete, final grading for paving is in progress
- **Plaza** – Excavation is ongoing, Utility installation is ongoing, Studeville Ford – pad sub grade is complete, Buffalo Wild Wings – pad sub grade is complete. Sonic pad sup grade is complete.
- **Redbird Smith** – Paving remedy is in progress, Asphalt placement in progress





WW Keeler Complex January 2016



Cherokee Plaza – January 2016



Outpost #1 – January 2016

## CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

**Group:** Management Resources

**Month/Year of Report:** January 2016

**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
- Fee to Trust applications
- 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 was purchased during the month of January.
2. Appraisals. 12 appraisals were requested; two were approved by BIA.
3. Quiet Titles. Four Quiet Title requests were received, researched and returned; none pending.
4. Inventory/Heirships. Six inventory/heirships were requested, researched and returned; none pending to date.



5. Report for Distributions, IIM Setups. Eight Report for Distributions were requested, researched, prepared and submitted to BIA for finalization; four were completed and returned. Four IIM setups were processed.
6. Last Will & Testaments. Five Last Will & Testaments were prepared and endorsed; three full-blood LW&T were taken before District Court for approval; 10 interviews were completed and five add'l drafts were prepared.
7. Leases. Two restricted agriculture leases were approved; four restricted hunting leases were submitted for approval, with three approved and one pending.
8. Title Status Reports. Six Title Status Report Narratives were requested and prepared.
9. Environmental Reviews. Three environmental reviews were requested and received.
10. Rights of Entry, Rights of Way. 13 Rights of Entry were requested and processed; two Rights of Way were approved by BIA.
11. On-Site Inspections, Home Visits, Trespass issues. 11 on-site inspections were requested and completed; six home visits were requested and completed; two trespass issues were addressed.
12. Maps/platting/survey assistance. 54 requests for maps/platting assistance was completed during the month.
13. Jurisdictional calls. 61 jurisdictional calls were completed during the month, with 27 after hours.
14. Impact Aide. 10 certifications for impact aide was prepared for Greasy, Peavine, Rocky Mountain, Dahlongah, Wickliffe, Kansas, Leach, Shady Grove, Zion and Locust Grove schools for the US Department of Education.
15. Financial transactions. \$408,745.66 was processed through the lockbox; and \$220,806.12 was received in the office for lease payments during the month.
16. District Court Probates. There are 78 total inventory applications for probate on the waiting list.
17. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. There are 217 files remaining for status determination, research and abstracting.
18. Stats. 146 client sign-ins (walk-ins), 79 phone inquiries, 48 obituaries processed.
19. Trainings or other events.



- 423 bales of hay were sold in January. All hay has been sold until the next cutting.
- Director attended the Five Tribes Inter-Tribal Council and Arkansas Riverbed Authority meetings in Tulsa on January 7.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Jan (FY16)  
Phone: 918-453-5237, Cell: 918-822-2793, 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)	73	303	34%
6 ERR (Roads)	1	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	29	88	35%

### c.) Radon Activities

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

### d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	9	43	29%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
300 Energy Audits	11	35	18%

### f.) Landfill Inspection Dates:

Purpose	Date	Leachate Pond Freeboard
Unannounced Visit	12/17/2015	23 inches
Unannounced Visit	12/18/2015	23 inches
Unannounced Visit	12/21/2015	23 inches
Unannounced Visit	12/22/2015	23 inches
Unannounced Visit	12/28/2015	15 inches
Unannounced Visit	12/29/2015	15 inches
Unannounced Visit	12/30/2015	15 inches
Unannounced Visit	12/31/2015	15 inches
Unannounced Visit	1/4/2016	17 inches
Unannounced Visit	1/6/2016	17 inches
Unannounced Visit	1/7/2016	17 inches
Unannounced Visit	1/8/2016	17 inches
Unannounced Visit	1/11/2016	17 inches
Unannounced Visit	1/12/2016	17 inches
Unannounced Visit	1/13/2016	17 inches

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

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

## II Highlights:

### a) Water Issues:

- CNEP Clean Water program staff completed and submitted the FY15 Clean Water Tribal Assessment Report (TAR) to EPA on December 22, 2015. The TAR shows the data and trends of the sampling that was done during the FY15 year. CNEP noticed most streams and lakes that were sampled had improved from the previous year's data. CNEP's total mercury in fish tissue showed mercury levels in the fish tissue were below the Oklahoma state standard for fish consumption restrictions or warnings. CNEP also had a special sampling project on Lake Tenkiller for pesticides and herbicides that took place from April 2015-September 2015. The results for the study showed levels in the lake to be below the minimum detection limit for herbicides and pesticides. CNEP will continue to monitor streams and lakes throughout the Cherokee Nation in FY16.
- Staff will be sampling Fourteen Mile, Spring Creek, Flint Creek, Spavinaw Creek, and Saline Creek the week of January 11-15 for water quality due to the heavy rains that were experienced in the month of December. Once samples have been collected staff will be running tests for bacteria, phosphorus, nitrogen, sulfate, turbidity, hardness, fluoride, nitrate, nitrite, flow, temperature, pH, dissolved oxygen etc.

- b) CNEP UST staff reviewed the list of UST system components being planned for use at Outpost #1. CNE staff provided a list of the equipment they planned to purchase and install. CNEP UST staff then examined the list and approved the usage of all equipment. EPA Region 6 has been kept updated on all the proposed changes at Cherokee gas facilities.
- c) Staff will begin working on the FY17 air monitoring grant proposal; proposals are due at the end of February. The grant development process includes budget committee forms, budgets, approval, grant narratives, and associated federal forms. This process will be necessary for all Cherokee Nation EPA grant programs. Grant due dates vary from March to August 2016.

### c) TU Indoor Air Asthma Study Update:

Project activity:

Project activity from close of Round 1 data collection:

- Quality checks and data processing is ongoing.
- 12 schools & 94 homes were completed for Round 1 data collection.
- Allergen dust test results show high allergen concentrations in many of the homes.
- Round 2 data collection protocols finalized and 6 field staff attended training on January 7, 2016.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Monthly Activity of Mid-December 2015 thru Mid-January 2016:

- August 17-18 2016 site visit with Cynthia McOliver, TU/CNEP EPA Project Officer with the National Center for Environmental Research. The official date and time will be included in future reports.
- TU has 3 candidates to fill out field research positions to help expedite Rounds 2 & 3 data collection.
- 30 homes scheduled for data collection this month.
- 30 additional homes scheduled from next week through March 7, so getting close to half the homes are scheduled for Round 2 data collection.
- 1 home was completely flooded during the December floods, however family wants to stay in study. So far this is the only home we know that experienced significant flooding. (home locations are confidential or would be included in this report)
- Scheduling school sampling, Tenkiller is first school on Thursday January 21.

## d) Natural Resource Damage Assessment and Restoration (NRDAR)

- Staff worked with Cherokee Nation Attorney General's Staff on the Tar Creek Trustee Council's Tolling Agreements. The Trustee Council wants to enter into another Tolling Agreement with the Primary Responsible Parties. This will be our 5th Tolling Agreement that will extend for an additional 2 years.
- No activities were conducted for the National Zinc project during this monthly timeframe. The Trustee Council is currently awaiting a response from the Primary Responsible Party about a counter-offer to the National Zinc Trustee Council's Claim.

## e) Trust Application Activities:

- Staff worked on Bill Berry Tract Property for Cherokee Nation Real Estate Services. The Lead Based Paint and Asbestos Reports have been completed.
- Staff made changes to the Chilocco West Property Phase I ESA. Staff provided information to Cherokee Nation Real Estate Services and Cherokee Nation Natural Resources concerning the cisterns and unplugged wells. Plans are being made to clean the cisterns and plug the wells.