

Group:	Management Resources	Month/Year of Report:	May FY16 Report for June Mtg.		
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)	1365 ac	1615 ac
Lease Compliance/Tribal land inspections	15	110
Mechanical Weed/Brush Control	.5	955.75 ac
New Fencing		.25 mi
Provide Technical Assistance to Communities	6	66
Hay baled		85
Crops for families from Jay Community Garden	85	168

- **Community Assistance Projects**
 - Trimmed trees for Cherokee elder in Sequoyah County
 - Mowed yard for disabled citizen in Adair County
 - Mowed at CC Camp and Bell powwow grounds
 - Mowed at Kenwood lagoons
 - Cleared lot for garden site in Adair County
- **Resource Projects**
 - Vehicle maintenance
 - Site inspections completed in Adair county include: CMS 16, CMS 17, CMS 18, CMS 18A, CMS 18B, CMS 18C, CMS 18D, CMS 25, CMS 27, CMS 28, CMS 37, CMS 38, CMS 39A and CMS 43
 - Site inspection completed for National Cherokee Nation Park in Sequoyah County
 - Met with BIA staff regarding pines
 - Attended Aquaponics Meeting
 - Hosted USDA Overview meeting
 - Sprayed 675 acres in KEN 12
 - Sprayed 150 acres and mowed .5 acre on SEQ 1
 - Sprayed 50 acres on CMS 7 and 490 acres on CMS 3
 - Fence repair on CMS 44
 - Staff Development
 - Buffalo (110 total)
 - Fed buffalo and put out mineral tubs and salt blocks
 - ITBC Grant application
 - Gave tour for Channel 2 staff
 - Delivered material for contractors



- National Cherokee Nation Park
 - Continue work on riding trails
 - Built picnic tables
 - Installed hitching rails at horse barn



- Jay Community Garden
 - Garden maintenance
 - Planted seeds and plants
 - Crops given to 85 families for the month
- Abandoned Mine Land (AML) Project
 - Spread grass seed at Dwight Mission
 - Hauled, spread and leveled rock on erosion areas
 - Project postponed again due to weather

GROUPS KEEPING/MAINTENANCE

Beaver Property (by Yonkers)	<input checked="" type="checkbox"/>	Greenhaw tract	<input checked="" type="checkbox"/>
Belfonte	<input checked="" type="checkbox"/>	Jay Food Distribution	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input 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 type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Cherry Tree	<input checked="" 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 type="checkbox"/>
Flint Courthouse	<input type="checkbox"/>		

PLANNING AND DEVELOPMENT

- **Sequoyah –**
 - Stadium – Phase 1 –Project started 6/8/15. Working on remedy to the new railings, installing ADA platforms (complete). Started excavation for footings for press box(complete). Steel erection completed, elevated floor as weather permits
 - Water System Replacement –Project started 6/8/15. The main 8” loop around campus complete, starting the 6” & smaller lines (connecting new meters and lines to buildings).

Boys & Girls DORMS – shower rebuild in progress – first phase near completion; Phase 2 has started

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
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 stadium upgrades	July 2015		

FACILITIES MANAGEMENT

- Replanted flower beds at Stilwell complex
- Began Election Building Project
- Installed 7 ton condenser at Warehouse
- Replaced lights at the Immersion parking lot
- Repaired water leak at Marble City resident
- Cleaned out sewer line at Cort Mall
- Installed cash window at Career Services
- Removed 15 gal water heater from chase wall at Motel Offices
- Moved art work at Veteran's Center
- Wired new transformer at Housing Rehab
- Built parade float for Stilwell Strawberry Festival
- Special Events – set Tents, Tables, Chairs, Speaker Stand, etc.
 - Children's Mental Health Awareness Day at Court House
 - South Coffeerville Event
 - National Hospital Week at WW Hastings
 - ICW event at the Complex
 - SHS Graduation
 - Three Rivers Community Meeting
 - Pocahontas Club/Native Games at Will Roger's birthplace/Oologah
 - Memorial Ceremony at Veteran's Center

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 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"/>

b.) Future Plans/New Initiatives

NATURAL RESOURCES

- Completion of AML project
- Completion of buffalo corral

PLANNING AND DEVELOPMENT

- **Wilma P. Mankiller Addition (CNCR)** – Complete with a few punch list items left to complete.
- **Sam Hider Clinic (CNCR)** – Working through fire sprinkler issues on exterior canopy. Grand Opening held April 1.
- **New WW Hastings Joint Venture** – Finalizing contracts for architect and construction manager, Holding weekly project team meetings, Establishing schedule, Soils testing to help identify best location for facility is complete, awaiting final report. Mockup of exam room completed; space programming to start soon.
- **Main Complex – New Construction** - Insulation and water shield on roof being installed – nearing complete; Exterior sheathing and EIFS– complete except for opening to get materials in. Chillers are set, piping is ongoing, metal roof panels ongoing, window installation complete except for trim. Installing valves on old HVAC lines to bring them up to date for new controls, for the current and future HVAC system. Interior framing has started; Elevators are onsite and due to be installed soon; Received revised documents first of April; Several packages to be bid out soon; Second floor interior, completion date 12/16 (date extended due to redesign).
- **Veteran's Center- Statue** –Base installation complete. Gina working with artist working on an updated schedule.
- **Plaza** – Excavation is ongoing, utility installation complete. Studeville Ford –steel erection is ongoing; Buffalo Wild Wings –placing slab on grade; Sonic pad sub-grade is complete.
- **Redbird Smith** – Paving remedy is complete except for punch list items
- **Thornton Archery Park** – Berm is near completion; Site dirt work will begin as soon as site is dry; Bid package for shooting cover and platform bids to close June1.
- **OutPost #1** –New store is open. Working on remediation of site after tanks were removed.



Cherokee Plaza – May 2016



WW Keeler Complex May 2016



SHS stadium May 2016

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

CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

Group: Management Resources

Month/Year of Report: May 2016

Executive Director: Bruce Davis

Phone: 918-453-5340

Email: Bruce-Davis@Cherokee.org

Director: Ginger Reeves

Phone: 918-453-5675

Email: ginger-reeves@cherokee.org

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 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. One tract containing 18 acres was purchased since the previous report.
2. Appraisals. Six appraisals were ordered; one appraisal was approved by BIA.
3. Quiet Titles. Seven Quiet Title requests were received, researched and returned.
4. Inventory/Heirships; Report for Distributions. 11 inventory/heirships were requested, researched and returned; none pending to date.

5. Report for Distributions, IIM Setups, Summary Distributions, ALJs. 22 Report for Distributions were requested, researched, prepared and submitted to BIA for finalization; two IIM accounts were set up; one Summary Distribution was requested and submitted to Secretary of Interior; eight Administrative Law Judgments were requested, completed and sent to BIA.
6. Last Will and Testaments. Seven interviews for Last Will and Testaments were taken; three drafts prepared; and one LW&T was finalized and endorsed.
7. Leases. Two restricted hunting leases were submitted for approval; one was approved; one is pending.
8. Environmental Reviews. Six environmental reviews (categorical exclusions) were requested and completed.
9. Rights of Way, Rights of Entry. One Right of Way was submitted for approval; two are pending. Three Rights of Entry were requested and processed.
10. On-Site Inspections, Home Visits, Trespass issues. 10 on-site inspections were requested and completed; four home visits were requested and completed; three trespass issues were addressed.
11. Maps/platting/survey assistance. 40 requests for maps/platting assistance was completed during the month.
12. Jurisdictional calls. 56 jurisdictional calls were completed during the month, with 24 after hours.
13. Financial transactions. \$173,594.64 was processed through the lockbox; and \$6,367.22 was received in the office for lease payments during the month.
14. District Court Probates. There are no inventory applications for probate on the waiting list. All probates that are at paid status for court costs are completed through Real Estate Services.
15. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. There are 90 files remaining for status determination, research and abstracting.
16. Stats. 82 client sign-ins (walk-ins), 62 phone inquiries, 43 obituaries processed.
17. Impact Aid. Impact aid for three schools was processed for Greasy, Kenwood and Cherokee Emersion Charter School.
18. Trainings or other events.
 - Ginger Reeves gave a presentation on “Indian land” at the Northeastern Oklahoma Assessor’s meeting on May 6, 2016 at Vinita, Oklahoma.

Sue Switzer, 18 year employee of Cherokee Nation and current Realty Specialist, is retiring effective June 3. Sue will be missed.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, May (FY16)
Phone: 918-453-5237, Cell: 918-822-2793, 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)	75	604	67%
6 ERR (Roads)	1	3	50%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	24	171	68%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	19	25	50%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	13	93	62%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	11	86	43%

f.) Landfill Inspection Dates:

Purpose	Date
Unannounced Visit	4/15/2016
Unannounced Visit	4/18/2016
Unannounced Visit	4/19/2016
Unannounced Visit	4/22/2016
Unannounced Visit	4/26/2016
Unannounced Visit	4/27/2016
Unannounced Visit	4/28/2016
Unannounced Visit	5/2/2016
Unannounced Visit	5/4/2016
Unannounced Visit	5/5/2016
Unannounced Visit	5/6/2016
Unannounced Visit	5/9/2016
Unannounced Visit	5/13/2016
Unannounced Visit	5/16/2016
Unannounced Visit	5/17/2016

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

II Highlights:

- a) The CNEP Air Program staff hosted a tour of the Stilwell air monitoring site for Ann Dunkin (US EPA Chief Information Officer), Ira Hight (EPA Region 6 GAP) and Sara Hill (CN Secretary of Natural Resources).
- b) Staff sampled Lake Oologah for water quality on April 25, 2016. Samples will be tested for bacteria, ph, dissolved oxygen, salinity, turbidity, specific conductivity, total nitrogen, total phosphorus, alkalinity, sulfate, fluoride, chlorophyll-a, nitrite, nitrate, ortho-phosphorus, temperature, nitrogen as ammonia, and heavy metals. The sampling will take place from April-September when primary body contact will be experienced in the lake.
- c) CNEP Staff attended the National Natural Resource Damage Assessment and Restoration (NRDAR) Workshop and participated in, and facilitated the Tribal Sessions.
- d) CNEP Staff attended a health fair at Go Ye Village in Tahlequah and talked about Lead in Consumer Products.
- e) CNEP Staff attended the 5th Annual Environmental Festival held Friday, April 29, 2016 at the Talking Leaves Job Corps Gymnasium. The festival, hosted by the tribe's environmental programs department, as well as several other Cherokee Nation Departments, promotes awareness on vital environmental issues such as recycling, water quality and land conservation. The festival was a huge success with over 450 participants attending. Several Federal, State, local organizations, Tribes and Cherokee Nation Programs participated in this event. There were informational booths, presentations, and hands-on activities. The Cherokee Nation also gave away free trees to the public in celebration of Arbor Day.
- f) CNEP Staff continues to work on the planning of the 21st Annual Inter-Tribal Environmental Council Conference to be held in the Tulsa, Ok area. The tentative dates are July 19-21, 2016. Suggested topics for breakout sessions include: EPA Updates, Recycling/Solid Waste, Cultural Preservation, Water, Restoration, Environmental Issues, Environmental Health, Community Outreach, Superfund/Brownfields, Air and Tribal Profiles. Staff worked on the sales agreement, agenda, brochure and program design, and researched potential speakers. Staff also sent out registration and hotel information to Tribes.
- g) Trust Application Activities:
 - Staff continued work on the Hwy 51 – 28.53 Acre Site and reviewed the Environmental Data Resources (EDR) Radius Map with GeoCheck and began the narrative sections in the Phase I Environmental Site Assessment (ESA) Report. The report is being conducted for Cherokee Nation Real Estate Services as part of the trust acquisition package that will be submitted to regional Bureau of Indian Affairs (BIA).

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- CNEP Staff researched ownership information for the South Coffeyville Project Hope Property and a site reconnaissance was conducted. A site recon consisted of a visual inspection of the property to search for any recognized environmental conditions, a visual inspection of the surrounding properties, and pictures were taken of the property. EDR data reports for the site were ordered.
- CNEP Staff completed the final update to the Phase I Report for the Chilocco West Properties. This report was submitted to Cherokee Nation Real Estate Service and the land has been approved to be placed into Trust for Cherokee Nation.
- CNEP Staff have received information on the Leona Guess Property. Staff will schedule a site inspection and start working on a Phase I Report for this project.