

Group:	Management Resources	Month/Year of Report:	June FY16 Report for July 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)	1180 ac	2795 ac
Lease Compliance/Tribal land inspections		110
Mechanical Weed/Brush Control	15.5	971.25 ac
New Fencing		.25 mi
Provide Technical Assistance to Communities	9	75
Hay baled		85
Crops for families from Jay Community Garden	119	287

- **Community Assistance Projects**
 - Mowed two times at CC Camp
 - Mowed at Bell Community Building twice this month
 - Brush hogged at South Coffeyville Casino, Collinsville Food Distribution, behind Jay Wal-mart and at Kenwood Lagoons
 - Completed Fairfield Addition project
- **Resource Projects**
 - Sprayed 255 acres on CMS 14 and 40 acres on CMS 5 in Adair County
 - Mowed archery area
 - Continue work on AML project at Cherokee West
 - Sprayed 75 acres on KEN 9, 75 acres on KEN 9A, 25 acres on KEN 12, 450 acres on KEN 14, and 260 acres on KEN 14B
 - Attended State Technical Meeting
 - Picked up buffalo meat from ITBC
 - Completed site inspections in Cherokee County at SEQ 1, SEQ 1A, SEQ 2, SEQ 2A, SEQ 3, SEQ 3A, SEQ 4, SEQ 4A, SEQ 4B, SEQ 5, Conley, and Johnson
 - Gave buffalo tours to Cherokee Nation Community and Cultural Outreach group, Kountz Church from Omaha, Nebraska, USDA Camp, Tri Council, Oaks Mission, and Sequoyah students
 - National Cherokee Nation Park
 - Met with CN Grants Department regarding grants for possible additions to park
 - Boater Safety Course held 6/9 and 6/10 by the Oklahoma Wildlife Commission
 - Hosted USDA Camp on June 17 that included trail rides and fishing for students



USDA Camp at National Cherokee Nation Park

- Jay Community Garden
 - Garden maintenance
 - Picked radishes, mustard greens, lettuce, onions, green beans, peppers, squash, cucumbers and dug potatoes
 - Crops given to 119 families for the month



Jay Community Garden

GROUNDS 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 checked="" 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 type="checkbox"/>
Candy Mink Springs	<input checked="" type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlongah Park	<input type="checkbox"/>	National Cherokee Nation Park	<input checked="" type="checkbox"/>
Dahlongah Shop	<input checked="" type="checkbox"/>	Tahlonteskee	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Taylor Ferry	<input checked="" type="checkbox"/>

PLANNING AND DEVELOPMENT

- **Sequoyah –**
 - Stadium – Phase 1 –Project started 6/8/15. Working on remedy to the new railings; place elevated floor (as weather permits)
 - Water System Replacement –Project started 6/8/15; Installation of 6" complete; 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

- Installed new window unit and new power at Markoma
- Unclogged sewer line at HR
- Replaced ceiling tiles at Gaming Commission
- Replaced old wire with 12/2 flex in FRB
- Replaced outside entrance lighting at west end of Main Complex
- Installed new ballast and new lamps in front office of Roads Building
- Changed the HVAC in newly acquired Berry Property
- Repaired thermostat and installed lock box over thermostat in Mail Room
- Installed new AC Unit in Munson Property
- Dug ditch to run new power from pole for back office unit at Munson Property
- Replaced unit at Cotta Building
- Worked with York Plumbing on core drilling on 2nd floor to 1st floor bathrooms by the Tribal Complex in the new construction area of the Main Complex
- Pre-drilled drains and locates for all hot water tanks in the new construction area of Main Complex
- Repaired water leak on irrigation water valve at the Ballfields
- Begun digging holes for new awning on the Immersion Playground
- Removed cubicles from Child Support Enforcement Building
- Repaired AC unit at White House
- Repaired leak on unit at FRB entrance
- Ran new power for install of new AC unit at Recycle Building
- Repaired water leak in Kawi Café
- Repaired backed up sewer line at Cort Mall
- Set frame for shade cloth at Courthouse
- Repaired AC in Tribal Services Conference Room
- Serviced AC at Housing Rehab

- Ordered new 10 ton unit for Recycle Building
- Picked up hot water heater for White House
- Replaced kitchen faucet at Bull Hollow
- Repaired leak and charged unit at Warehouse
- Changed out 2 pumps and drilled holes in hallway in Council Chambers
- Replaced window unit at Markoma Girls Dorm Server Room
- Repaired AC at Immersion
- Repaired AC in office on east end of Main Complex
- Repaired AC in 14 County IT Room
- Repaired AC in Career Services Records
- Set up shade cloth at Courthouse
- Ran new power and set new AC unit at Recycle Center
- Set up and tear down stage, tent, chairs at Vinita for event
- Dug ditch for new electric install at Pow Wow Grounds
- Changed out unit at Motel 114
- Repaired leak at Markoma Boys Dorm
- Ran condensation line for electric room at Ballfield
- Ran condensation line on top of Complex over Realty
- Set up stage and chairs for RTR return at Courthouse square
- Installed 10 ton AC unit at Recycle
- Ran electric to 10 ton AC unit at Recycle
- Installed duct work for 10 ton unit and return air at Recycle
- Changed out AC in motel 112
- Moved furniture for Commerce Department in Jay
- Installed sheetrock in Breezeway at Immersion
- Installed top plate for awning at Immersion

GROUND'S 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

- **New WW Hastings Joint Venture** –Contract for architect complete; Construction manager-finalizing contract; Holding weekly project team meetings, Establishing schedule; Soils testing is complete; Space programming to start soon; Concept review scheduled for 6/28-30.
- **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 complete except for

trim; 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 (had to move this project up because the old control system crashed and could not find software to operate the old system); Interior framing is ongoing; Elevators are onsite and due to be installed soon; Received revised documents first of April; Several packages to be bid out soon (in process); Second floor interior, completion date 12/16 (date extended due to redesign). Phase 2, completion of retro roof and new HVAC system for east end of building, March 2017.

- **Veteran's Center- Statue** –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 –construction is ongoing; Sonic pad sub-grade is complete.
- **Thornton Archery Park** – Berm is complete; Site dirt work is complete; Bids for the shooting platform came back high, we are pricing materials and labor out separately and looks like we can get it in budget.
- **OutPost #1** –Working on remediation of site after tanks were removed.



WW Keeler Complex 2nd Floor – 6/2016



Outpost #1 – 6/2016



Buffalo Wild Wings Construction June 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: June 2016

Executive Director: Bruce Davis
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Phone: 918-453-5340

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 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. None during the month of June.
2. Appraisals. Two appraisals were requested; seven appraisals were approved by BIA.
3. Quiet Titles. Five Quiet Title requests were received, researched and returned.
4. Inventory/Heirships; Report for Distributions. 16 inventory/heirships were requested, researched and returned; none pending to date.

5. Report for Distributions, Summary Distributions. One Report for Distribution was requested, researched, prepared and submitted to BIA for finalization; one Summary Distribution was requested and submitted to Secretary of Interior.
6. Last Will and Testaments. Two LW&Ts were prepared and endorsed; one was approved in District Court; four new interviews were taken; and four drafts prepared.
7. Leases. Two restricted hunting leases were submitted for approval; one was approved; one is pending.
8. Environmental Reviews. Two environmental reviews (categorical exclusions) were requested and completed.
9. Rights of Way, Rights of Entry. One Right of Way is pending approval. 14 Rights of Entry were requested and processed.
10. On-Site Inspections, Home Visits, Trespass issues. Seven on-site inspections were requested and completed; two home visits were requested and completed; one trespass issue was addressed.
11. Maps/platting/survey assistance. 34 requests for maps/platting assistance was completed during the month.
12. Jurisdictional calls. 38 jurisdictional calls were completed during the month, with 15 after hours.
13. Financial transactions. \$218,942.14 was processed through the lockbox; and \$13,512.68 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 80 files remaining for status determination, research and abstracting.
16. Stats. 90 client sign-ins (walk-ins), 47 phone inquiries, 34 obituaries processed.
17. Impact Aid. Impact aid for Locust Grove Schools was processed.
18. Trainings or other events.
 - Ginger Reeves and Joel Bean traveled to Okmulgee on June 8 to attend a presentation by the Office of Special Trustee (OST) regarding the Re-Engineered Annual Trust Evaluation Process of trust programs compacted by Tribes under the Indian Self-Determination and Education Assistance Act (ISDEAA).

- Ginger Reeves and Joel Bean escorted the Flute heirs to the Topping off ceremony for the Cherokee Grove Casino on Monday, June 20.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, June (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)	63	667	74%
6 ERR (Roads)	1	4	67%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	19	190	76%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	14	39	78%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	8	101	67%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	8	94	47%

f.) Landfill Inspection Dates:

Purpose	Date
Unannounced Visit	5/18/2016
Unannounced Visit	5/24/2016
Unannounced Visit	5/25/2016
Unannounced Visit	5/26/2016
Unannounced Visit	5/27/2016
Unannounced Visit	5/31/2016
Unannounced Visit	6/1/2016
Unannounced Visit	6/2/2016
Unannounced Visit	6/3/2016
Unannounced Visit	6/6/2016
Unannounced Visit	6/8/2016
Unannounced Visit	6/9/2016
Unannounced Visit	6/10/2016
Unannounced Visit	6/13/2016
Unannounced Visit	6/14/2016
Unannounced Visit	6/15/2016

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

II Highlights:

- a) Staff have completed quarterly audits and maintenances at the following air shelters: Pryor, Newkirk, Tahlequah, Stilwell sites and the mobile station Air Station. These audits are required to show data from the sites are of the highest quality. During the week of June 27, Ross Fowler with Alion Science and Technology (EPA contractor) will be at the Roland air monitoring site for a Through-the-Probe (TTP) audit. Cherokee Nation historically performs well on these federal audits.
- b) Staff sampled Oologah Lake May 31, 2016 for water quality. Samples was 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 chlorophyll-a and permit metals samples were taken to Green Country Testing in Tulsa, OK for processing and analysis.

Staff also went to Copan Lake May 31, 2016 to view a fish kill that had happened on the lake a couple days prior. Staff spoke will Assistant Lake Manager Eric Bonnell about the kill and informed us Oklahoma Department of Wildlife were taking fish samples and water samples from the lake.

Staff attended a fish identification class June 1-2 that was put on by the Oklahoma Conservation Commission and Bureau of Indian Affairs. Staff learned traits that will help with identifying fish quicker and more accurately in the field. Staff will be using the new knowledge to identify fish for the upcoming fish tissue sampling.

Staff presented CNEP's fish tissue permit that will cover the entire Cherokee Nation 14 County area to the EPC commission on June 7th.

Staff responded to a fish kill on Sager Creek on June 13th alongside Oklahoma Department of Environmental Quality and Oklahoma Department of Wildlife Conservation. CNEP staff took water quality samples and readings from two separate locations along the Sager Creek. Samples were processed and sent to Green Country Testing on June 14th and should be receiving results in 2-3 days.

- c) The CNEP is coordinating with several other departments to formalize a fish/animal kill response team. This team would respond when there are fish or animal kills or suspected kills within the Cherokee Nation.
- d) Staff continued working with IS to complete tasks for the Exchange Network grant; This Exchange Network allows Cherokee environmental data to be directly loaded onto EPA databases where data obtained all over the United States is stored. Staff are working to

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

publish our air monitoring data on a publicly accessible website; our daily reports are currently routing to a test file transfer protocol site (FTP). The site should be available before the Inter-Tribal Environmental Council (ITEC) conference, where a presentation will be offered to the event.

- e) Staff are working with the Cherokee Nation Attorney General's Staff on the bankruptcy of the Asarco Co. natural resources damage assessment and remediation (NRDAR) site. This is the potentially responsible party (PRP) at the site. Cherokee Nation will receive additional funding from the Department of Interior (DOI) to participate in the Tar Creek NRDAR Project too. The Trustee Council is still in negotiations with the PRP. The CNEP is working with the Cherokee Nation Attorney General's Office to determine if we will accept the settlement offer and to get the Tolling Agreement signed with the PRP.

- f) Summer Camps:

Staff traveled to Kansas, Oklahoma to participate and teach environmental awareness at Camp Cherokee. Staff showed an educational video about spiders, and had a craft for the kids to make a spider out of recyclable egg cartons.

Staff traveled to Nowata, Oklahoma to participate and help with Camp Cherokee. Focus of this education outreach activity was to teach kids about pollinators.

Staff attended Camp Cherokee at Dwight Mission there were approximately 60 kids attending from the Sequoyah County area. Staff talked to the kids about recycling activities and then they made some crafts out of common everyday things that they can recycle from their homes.

- g) Staff continues to work on the planning of the 21st Annual Inter Tribal Environmental Council (ITEC) Conference to be held at the Hard Rock Hotel Tulsa on 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. Continued to work on the agenda, brochure and program design, and researched potential speakers.

- h) Trust Application Activities:

- Staff contacted Cherokee Nation Real Estate Service Staff to get an update on the Bill Berry Property. Cherokee Nation Real Estate Service is still waiting for title and the abstract. Cherokee Nation Environmental Programs did not conduct any work on this project during this monthly timeframe.
- Staff conducted an inspection for the Clinic in the Woods Site to update the Phase I Report. Staff completed the update, conducted the interviews and assisted BIA during the final inspection.