

Group:	Management Resources	Month/Year of Report:	July FY16 Report for August 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

PLANNING AND DEVELOPMENT

- **Sequoyah –**
Stadium – Phase 1 –Project started 6/8/15. Working on remedy to the new railings;
Framing new press box
Water System Replacement – Connecting new meters and lines to buildings.
Boys & Girls Dorms – Asbestos abatement in the flooring in progress
Old Jack Brown – Asbestos abatement in progress

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		

NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
Acres acquired that enables jobs, language, or community		
Chemical Brush/Weed Control (spray)	80 ac	2875 ac
Lease Compliance/Tribal land inspections	16	126

Mechanical Weed/Brush Control	20 ac	991.25 ac
New Fencing		.25 mi
Provide Technical Assistance to Communities	18	93
Hay baled	356	516
Crops for families from Jay Community Garden	146	433

- **Community Assistance Projects**

- Mowed yard for elderly citizen
- Tilled two gardens
- Trimmed trees for elder at Greasy Community
- Mowed Kenwood lagoons for the Water and Sanitation Department
- Removed debris for Cherokee elder
- Brush hogged at Kenwood Lot
- Mowed Bell Community Building grounds
- Dozed 5 acres for community building
- Repaired waterline at Taylor Ferry
- Trimmed trees from storm for four Cherokee citizens
- Built ramp for Cherokee citizen
- Dozed area for trailer for disabled citizen
- Brush hogged for Cherokee citizen
- Burned brush at Ochelata



Disabled Elder Project-Dwight Mission



- **Resource Projects**

- Attended NR Managers Meeting
- Completed Cherokee West AML project
- Repaired road on KEN 41
- Sprayed 80 acres on KEN 2
- Mowed at Murphy
- Attended meeting with US Army Corps of Engineers
- Brush Hogged 20 acres on Berry property
- Received Noxious Weed chemical
- Mowed Texas property
- Attended EPC Meeting
- Buffalo
 - Checked buffalo and filled out daily logs
 - Four tours given for Oaks Mission and one to Osage Nation visitors
 - Picked up material for contractor on corrals
 - Put out protein tubs
- Jay Community Garden
 - Garden maintenance

- Picked peppers, green beans, tomatoes, cantaloupe and watermelon
- Provided corn, cucumbers, peppers and squash for CN sponsored Children's Farmers market held on July 16

GROUNDS KEEPING/MAINTENANCE

Beaver Property (by Yonkers)	<input type="checkbox"/>	Greenhaw tract	<input 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 checked="" 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"/>
Dahlongegah Park	<input type="checkbox"/>	National Cherokee Nation Park	<input checked="" type="checkbox"/>
Dahlongegah Shop	<input checked="" type="checkbox"/>	Tahlonteeskee	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Taylor Ferry	<input type="checkbox"/>

FACILITIES MANAGEMENT

- Constructed awning over playground at Immersion
- Cleaned lawn and grounds area around Veteran's Center
- Dug ditch to run new wire at PowWow Grounds
- Installed new panel box at PowWow Grounds
- Dug ditch to replace pole lights at PowWow Grounds
- Hooked up water to new refrigerator in Communications
- Built and pulled float for Administration in Jay Parade
- Changed out condenser fan and motor in the center of the Main Complex
- Demo of damaged shade cloth frame at Courthouse
- Cleared drain on HVAC unit at Courthouse
- Repaired water leak on line behind Immersion Building
- Began PowWow restroom facility construction
- Rewired new panels and installed new disconnects – stubbed 4" pipe for power at PowWow restroom facility
- Installed new fan motor on HVAC unit at Election Services EMS Building
- Replaced fan motor on HVAC unit at Jay Community Garden Trailer
- Installed new recep covers on receps on Markoma gym floor
- Construction of new shade cloth frame at Courthouse
- Set bottom cabinets, set counter top, installed sink in Communications
- Checked HVAC Unit on top of Election Commission area at EMS, replacing unit due to compressor and heat exchanger are both bad
- Replaced handrail on top of decking on backside of Building H at Southgate
- Set up and tear down of two 20x40 tents at Camp Lutherhoma for ICW
- Picked up 150 chairs and returned to CNE from Camp Lutherhoma for ICW
- Set up two 20x40 tents at Crescent Valley Church
- Removed sheetrock to locate and repair water leak in Administration office break room
- Set up chairs and podium for Charles Head Day at Courthouse
- Installed drop ceiling and built porch on breezeway at Immersion
- Repaired leak in air handler at Council House
- Changed out unit at Election Commission

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

PLANNING AND DEVELOPMENT

- **New WW Hastings Joint Venture** – Construction manager-finalizing contract; Holding weekly project team meetings, Establishing schedule; Soils testing is complete; Space programming completed; Concept review complete; Working on preliminary estimate of submitted design.
- **Main Complex – New Construction** – Chillers are set, piping is ongoing; Interior framing is ongoing; Rough-in of utilities is ongoing; Elevators on site – to be installed soon; 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.
- **Thornton Archery Park** – Berm is complete; Site dirt work is complete; Seeding all areas where dirt work took place; 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.



WW Keeler Complex 2nd Floor – 7/2016



Archery Park – 7/2016

NATURAL RESOURCES

- Completion of Dwight Mission AML project
- Completion of buffalo corral and pens

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: July 2016

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:

- Appraisals
- Business, Agriculture and Residential leasing
- Cherokee/English Interpreter
- Deed Exchanges
- Environmental Reviews
- Fee to Trust Applications
- Jurisdictional calls
- Last Will & Testaments
- Notary Services
- Probate information/research
- Quiet Title research
- Removal of Restrictions
- Report for Distributions
- Restricted Mineral Interests
- Rights of Entry
- Rights of Way
- Sale or Purchase of Land
- Service Line Agreements
- Summary Distributions
- Trespass on Restricted/Trust Land

I. Budget Highlights: None.

II. Program Highlights:

1. Sale or Purchase of Land. None during the month of July.
2. Appraisals. Two appraisals were requested; four appraisals were approved by BIA.

3. Quiet Titles. Two Quiet Title requests were received, researched and returned.
4. Restriction Removal Applications. Two restriction removal applications were submitted. Currently, one is completed and one pending.
5. Report for Distributions, Summary Distributions. One Report for Distribution was requested, researched, prepared and submitted to BIA for finalization; four Summary Distributions were requested and submitted to Secretary of Interior.
6. Last Will and Testaments. Four LW&Ts were prepared and endorsed; three new interviews were taken; four drafts prepared.
7. Leases. One restricted agriculture lease was submitted and one is pending. Two restricted hunting leases were submitted for approval; one was approved; one is pending.
8. Environmental Reviews. Three environmental reviews (categorical exclusions) were requested and completed.
9. Rights of Way, Rights of Entry, Service Line Agreements. One Right of Way was submitted and pending; 10 Rights of Entry were requested and processed; one SLA was approved.
10. On-Site Inspections, Home Visits, Trespass issues. 17 on-site inspections were requested and completed; two trespass issues were addressed.
11. Maps/platting/survey assistance. 40 requests for maps/platting assistance was completed during the month.
12. Jurisdictional calls. 45 jurisdictional calls were completed during the month, with 21 after hours.
13. Financial transactions. \$168,134.51 was processed through the lockbox; and \$105,076.18 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, ready for filing by attorney.
15. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. There are 40 files remaining for status determination, research and abstracting.
16. Stats. 55 client sign-ins (walk-ins), 61 phone inquiries, 34 obituaries processed.
17. Trainings or other events.
 - Joel Bean met with Kansas City Southern on Monday, July 25 regarding clearing of rights of way.

- Inter-Tribal meeting was attended by Ginger Reeves and Paula Hobbs, who attended both the Realty Trust Services meeting and Arkansas Riverbed Authority meeting.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, July (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)	84	751	83%
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	209	84%

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	2	103	69%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	17	111	56%

f.) Landfill Inspection Dates:

Purpose	Date
Unannounced Visit	6/16/2016
Gas Vents Sampled	6/16/2016
Unannounced Visit	6/17/2016
Unannounced Visit	6/20/2016
Unannounced Visit	6/21/2016
Unannounced Visit	6/22/2016
Unannounced Visit	6/23/2016
Unannounced Visit	6/27/2016
Unannounced Visit	6/28/2016
Unannounced Visit	6/29/2016
Unannounced Visit	6/30/2016
Unannounced Visit	7/1/2016
Unannounced Visit	7/5/2016
Unannounced Visit	7/6/2016
Unannounced Visit	7/8/2016
Unannounced Visit	7/11/2016
Unannounced Visit	7/12/2016
QTRLY Landfill inspection	7/13/2016

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

II Highlights:

- a) CNEP staff attended Camp Cherokee Thursday, June 16, 2016 at Kansas School in Kansas, OK. Activities included pollinator videos, making caterpillars, and pollinator work sheets. There were an estimated 60 students.
- b) Staff sampled Oologah Lake June 21, 2016 for water quality. 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 chlorophyll-a and permit metals samples were taken to Green Country Testing in Tulsa, OK for processing and analysis.

Staff sampled Sallisaw Creek, Little Lee Creek, Caney Creek, Spring Creek, Spavinaw, Saline, Fourteen Mile and Flint Creek the month of June for water quality and stream flow. Testing will be done for phosphorus, ortho phosphorus, e.coli, enterococcus bacteria, ph, dissolved oxygen, salinity, fluoride, nitrogen, nitrite, nitrate, temperature, alkalinity, turbidity, sulfate, hardness, and nitrogen as ammonia.

Staff responded to a fish kill on Sager Creek June 13, 2016 but were unable to find any dead fish. Staff pulled samples and sent them to Green Country Testing for analysis since the water quality seemed to be poor with an influence of municipal waste effecting the stream.

- c) Natural Resource Damage Assessment and Restoration (NRDAR)

Staff participated in the US DOI and Tribes NRDAR Conference call on July 5th. This conference call focused on US DOI Updates, NRDAR Acronym list, and planning for next year's Tribal NRDAR conference.

Tar Creek

Staff participated in the Tri-State Trustees Conference call on June 15th. This call focused on preparing for the Tribal portion of the Bankruptcy claim and developing a Scope of Work to collection information needed for this case.

National Zinc: No activities were conducted.

Tulsa County Smelter Complex

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

No work for the Tulsa County Smelter Complex was conducted during this monthly timeframe. Staff is awaiting review of the Pre-Assessment Screen from the Cherokee Nation Attorney General's Office Staff.

- d) CNEP staff attended the Self-Governance Advisory Committee in Washington, DC. The topic of self-governance at EPA was discussed and a subcommittee was formed.
- e) Staff presented the 21st Annual Inter Tribal Environmental Council Conference that was held at the Hard Rock Hotel & Casino in Catoosa, Ok July 19-21, 2016. Breakout sessions included: GAP Updates, Recycling/Solid Waste, Food Sustainability/Cultural Preservation, Water, Remediation/Restoration, Environmental Topics, Environmental Health, Environmental/Community Outreach, Superfund/Brownfields, Air and Tribal Profiles.

f) Trust Application Activities:

Staff continues to work on the Phase I Environmental Site Assessment (ESA) report for the Baker Property. A courthouse search for the Baker Property was conducted in Okemah, Oklahoma was able to trace the property back as far as possible. Staff mentored co-worker by helping with the Baker Property. Staff assisted with filling out the EDR Parcel Platform, looking at photographs, and the EDR Reports.

Staff completed the narrative details of the Subject Description of the property, buildings and structures for the Hwy 51 – 28.53 Acres Phase I ESA report. Staff continues to work on the list of the Recognized Environmental Condition and Environmental Concerns in the Environmental Report Summary and the Recommendations sections. A site visit was made to the property to measure the burned area and the concrete barrier on the property. Interviews with Cherokee Nation Water & Sanitation employees were also conducted during the site visit. The employees provided information about the contents of the 55-gallon barrels and the previous occupants and uses of the Water & Sanitation Building and the Facilities Warehouse. Information regarding the Above Ground Storage Tank (AST) and the interior insulation was provided by Elton Brown. 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).