

Group:	Management Resources	Month/Year of Report:	September FY16 Report for October 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. Completed remedy to the new railings; Press Box painted interior & exterior
Boys & Girls Dorms – Asbestos abatement in the flooring 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		

FACILITIES MANAGEMENT

- Holiday prep and tear down
- Painted announcer stand at PowWow grounds, replaced boards on bleachers and set up arena
- Pulled trailers for Chief and Cherokee Youth Choir in parade
- Picked up trash on Main Street after Holiday parade
- Installed temporary power for fans and tent lighting

- Completed PowWow bathroom projects
- Built box to insulate water line going into kitchen at White House
- Set up 20x40 tent at Pryor Fever Run
- Set up 60x90 tent for Children's Resource Fair
- Set up 60x90 green & white tent for NSU Homecoming
- Moved Election Commission into new building
- Installed new water fountains at Markoma Gym
- Set up for Rodeo
- Loaded and delivered two 50' trailers of wood for Emergency Mgmt and drove semi to North Dakota to deliver
- Mowing and weedeating complex area and 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"/>

NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
Acres acquired that enables jobs, language, or community		
Chemical Brush/Weed Control (spray)		2955 ac
Lease Compliance/Tribal land inspections		151
Mechanical Weed/Brush Control	49.75 ac	1196 ac
New Fencing		.25 mi
Provide Technical Assistance to Communities	12	121
Hay baled	233	1977
Crops for families from Jay Community Garden	66	555

- **Community Assistance Projects**
 - Hulbert City Park improvements
 - Mowed for Elder in Adair County
 - Brush hogged for Elder in Adair County
 - Repaired driveway for Elder in Sequoyah County
 - Repaired road and edge of bridge at Dwight Mission
 - Repaired road for disabled Veteran in Adair County
 - Brush hogged Catoosa Truck Stop
 - Trimmed tree from storm damage for Elder in Cherokee County
 - Repaired road for Rogers County Cherokee Association



Hulbert City Park Project

- **Tribal Land Projects**
 - Mowed twice at CC Camp
 - Mowed at Bell Community Building
- **Resource Projects**
 - Attended NR Managers Meeting
 - Cut and baled hay
 - Attended meeting with Grants Development staff and Corp of Engineer staff regarding grant for National Cherokee Nation Park
 - Equipment and vehicle maintenance
 - Attended Drought Insurance Meeting
 - Completed grounds maintenance at Sequoyah's Cabin and opened and shut doors daily for visitors
 - Brush hogged 10 acres on KEN 31 and 39.75 acres across from complex
 - NR staff assisted Emergency Management with wood delivery to North Dakota
 - Showed land to new lessee
 - Buffalo
 - Picked up cement troughs
 - Corral and pens completed
 - Checked buffalo and filled out daily logs
 - National Cherokee Nation Park
 - Grounds maintenance
 - Bass Tournament held at park September 3-4
 - Dozing for upcoming Trail Ride that is planned for October 22
 - Garden
 - Garden maintenance
 - Provided for 66 families for the month

GROUNDS KEEPING/MAINTENANCE

Beaver Property (by Yonkers)	<input type="checkbox"/>	Greenhaw tract	<input type="checkbox"/>
Belfonte	<input 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 type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Cherry Tree	<input 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 type="checkbox"/>
Flint Courthouse	<input type="checkbox"/>	Taylor Ferry	<input checked="" type="checkbox"/>

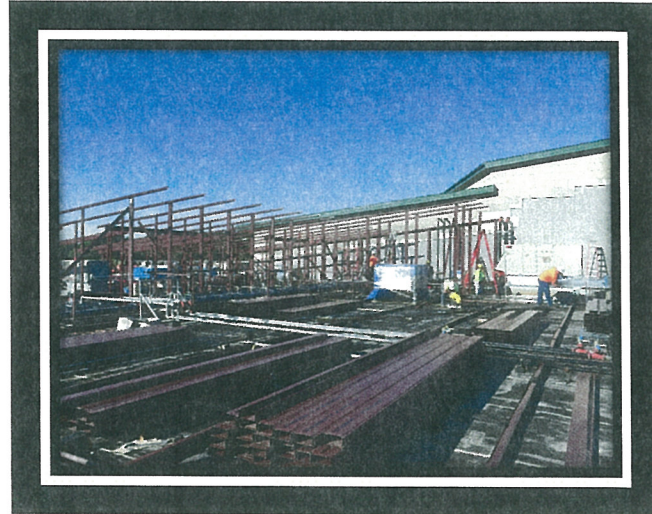
b.) Future Plans/New Initiatives

PLANNING AND DEVELOPMENT

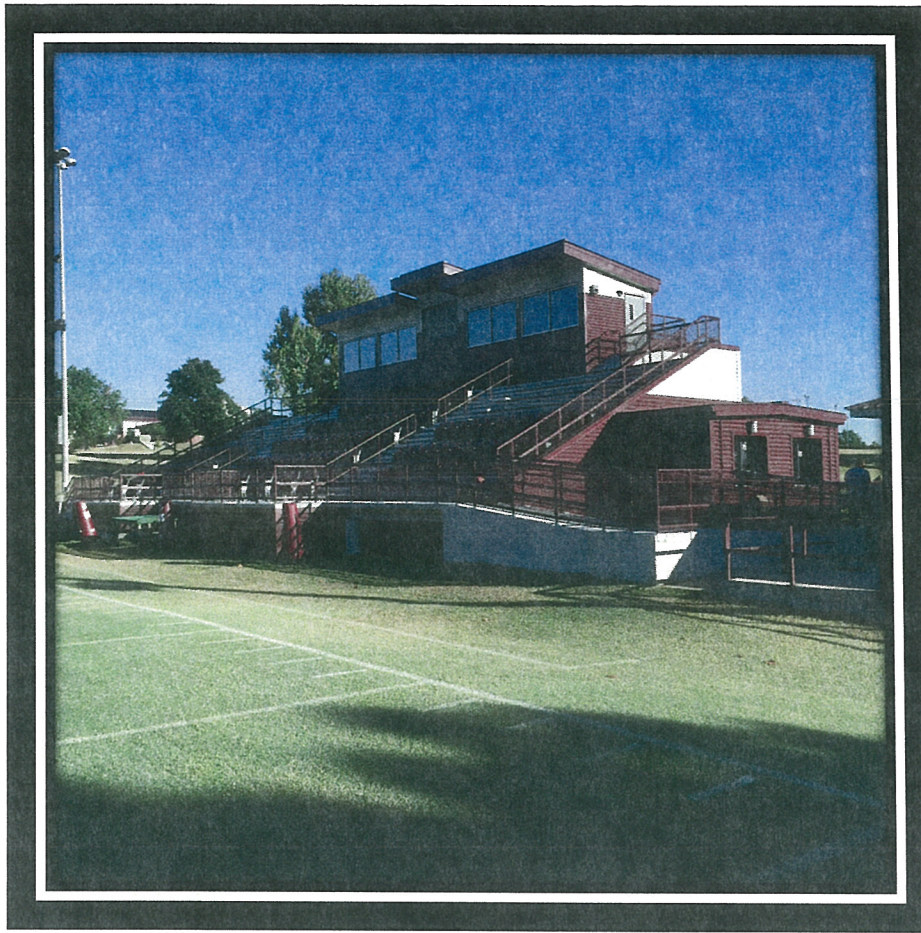
- **New WW Hastings Joint Venture** – Construction manager-finalizing contract; Holding weekly project team meetings, Establishing schedule; Soils testing is complete; Space programming completed; Concept review complete; Working on preliminary estimate of submitted design. Design development due 9/26/16
- **Main Complex – New Construction** –Interior framing is ongoing; Rough-in of utilities is ongoing; Drywall starting in limited areas; Elevators install ongoing; 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** – Complete
- **Marshal's Building** – Containment area to begin this week (concrete pad is to be placed back of parking lot at the EMS/Marshal building) – complete



Interior – WW Keeler Complex 2nd floor



Work in progress on WW Keeler roof



SHS Stadium Improvements and new Press Box

FACILITIES MANAGEMENT

- Re-surface walking trails
- Remodel exterior finish of Main Complex
- Install Dyson hand dryers in Main Complex
- Install sunscreens in Main Complex

NATURAL RESOURCES

- Host 10/17 Resources Meeting and Luncheon
- Host 10/22 Trail Ride

CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

Group: Management Resources

Month/Year of Report: September 2016

Executive Director: Chuck Hoskin, Jr.

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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 completed during the month of September.
2. Appraisals. 10 appraisals were approved by BIA.
3. Quiet Titles. Six Quiet Title requests were received, researched and returned.

4. Report for Distributions, Summary Distributions. Six Report for Distributions were requested, researched, prepared and submitted to BIA for finalization; 10 Summary Distributions were requested and submitted to Secretary of Interior; four Summary Distribution final orders were processed.
5. Inventory/Heirship. 11 Inventory/heirships were requested, completed and returned.
6. Administrative Law Judgments (ALJs). Three ALJs were requested and completed.
7. IIM Setups. Three IIM sets were completed.
8. Last Will and Testaments. One District Court approval was completed; three new interviews were taken; four drafts prepared.
9. Title Status Reports. Ten TSRs were prepared for pending leases.
10. Leases.
 - a) Agricultural lease bid opening was held August 30, 2016 for the leases which will be active from January 1, 2017 through December 31, 2021. We received 279 bids for the 86 tracts of trust and fee property. Revenue increased 8.6% from current cycle.
 - b) Five Agricultural leases on restricted property were submitted for approval.
 - c) Two Hunting leases on restricted property were submitted and approved.
11. Environmental Reviews. Five environmental reviews were requested and completed; 79 categorical exclusions were completed.
12. Rights of Way, Rights of Entry, Service Line Agreements. Eight Rights of Way and nine Rights of Entry were requested and processed; one SLA is pending.
13. On-Site Inspections, Home Visits, Trespass issues. 8 on-site inspections were requested and completed; two trespass issues were addressed.
14. Maps/platting/survey assistance. 32 requests for maps/platting assistance was completed during the month.
15. Jurisdictional calls. 51 jurisdictional calls were completed during the month, with 20 after hours.
16. Impact Aid. One impact aid request was researched and submitted for Kansas School.

17. Financial transactions. \$9,096.80 was processed through the lockbox; and \$285,621.19 was received in the office for lease payments during the month.
18. 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.
19. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. There are 212 files remaining for status determination, research and abstracting.
20. Stats. 91 client sign-ins (walk-ins), 89 phone inquiries, 61 obituaries processed.
21. Trainings or other events.
 - Joel Bean, Lane Kindle, Marshea Halterman and Lisa Cunningham attended a Net Deed Plotter training at the Regional Office on August 30 and 31.
 - Paula Hobbs, Jessica Harkreader and Ginger Reeves attended the Elder Summits in Vinita and Tahlequah on behalf of Real Estate Services.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Sept (FY16)
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I. Program Performance:

a.) Environmental Review

Goal Requirement	# This month	Year to date	% of annual goal
900 ERR (Housing & W&S)	74	903	100%
6 ERR (Roads)	1	5	83%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	16	258	103%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	1	40	80%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	13	132	88%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	16	142	71%

f.) Landfill Inspection Dates:

Purpose	Date
Unannounced Visit	8/18/2016
Unannounced Visit	8/19/2016
Unannounced Visit	8/23/2016
Unannounced Visit	8/24/2016
Unannounced Visit	8/25/2016
Unannounced Visit	8/29/2016
Unannounced Visit	8/30/2016
Unannounced Visit	8/31/2016
Unannounced Visit	9/1/2016
Unannounced Visit	9/2/2016
Unannounced Visit	9/6/2016
Unannounced Visit	9/7/2016
Unannounced Visit	9/8/2016
Unannounced Visit	9/12/2016
Unannounced Visit	9/14/2016

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

II Highlights:

a) NATURAL RESOURCE DAMAGE ASSESSMENT AND RESTORATION (NRDA):

Tar Creek:

Staff worked on the budget proposal information for the Tar Creek Trustee Council.

Tulsa County Smelter Complex:

Staff worked on the budget proposal information for the Tulsa County Smelter Complex.

b) Mold Inspections:

A total of 37 mold/IAQ inspections were performed during the 2016 fiscal year for residential homes and Cherokee Nation facilities. A small number of inspections were performed with NAHASDA funds if participants were eligible. The office used limited tribal funding for the remaining inspections on a case by case basis. More inspections would have easily been completed if additional funding had been available.

c) Clean Air Program:

Quarterly maintenance was performed for all air monitoring sites; this includes changing desiccant, cleaning manifolds, conducting flow checks, and performing any other maintenance that might be needed. Meteorological equipment will be audited this quarter at all sites except Stilwell (this equipment is verified by an independent auditor). The ozone transfer standards used in the field will be verified against the ozone primary standard; this is done on a quarterly basis. The primary standard is verified once per year with EPA.

d) Wildlife Response Team:

Staff attended the Oklahoma Kill Response team meeting on September 1st at the Grand River Dam Authority (GRDA)/Oklahoma Scenic Rivers Commissions (OSRC) building on Highway 10. Staff listened to GRDA give presentations about the past two major flooding events in Oklahoma and over the Dissolved Oxygen (DO) system they put in place to raise DO downstream of GRDA's dam.

e) Trust Application Activities:

- Staff ordered Environmental Data Resources (EDR) data reports for the Sallisaw Field Office for the Housing Authority of the Cherokee Nation (HACN). The EDR Data Reports were reviewed and found that a residential home and/or another structure was constructed on the property from the 1960's until the late 1970's. Staff will meet with the NAHASDA Staff at a later date to discuss possible options for further analysis.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff reviewed the Leona Guess Phase I Environmental Site Assessment (ESA) and made recommendations for changes. All changes and edits were completed and the Phase I ESA was finalized and submitted to Cherokee Nation Real Estate Services. The Phase I ESA is being conducted for removal of restrictions on the property.
- Staff ordered EDR data reports for the Sam Hider Health Center and reviewed the data for any indications of recognized environmental conditions.
- Staff started work on the Vinita Health Center Phase I Report and conducted the site inspection on August 24th.
- Staff worked on collecting information and setting up appointments for Phase I inspections for the Nowata Will Rogers Health Center and the Ochelata Cooweescoowee Health Center. Site visits for Nowata Will Rogers Health Center was conducted on September 8th and the site inspection for Ochelata Cooweescoowee Health Center was conducted on September 7th.