

Group:	Management Resources	Month/Year of Report:	October FY17 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

NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
Acres acquired that enables jobs, language, or community		
Chemical Brush/Weed Control (spray)		
Lease Compliance/Tribal land inspections		
Mechanical Weed/Brush Control	269 acres	269 acres
Provide Technical Assistance to Communities	5	5
Hay baled	30	30
Crops for families from Jay Community Garden	29	30

- **Community Assistance Projects**

- Buried trash and mowed for Greasy Community Group
- Brush hogged at Collinsville Food Distribution
- Mowed for Elder in Cherokee County
- Mowed for Tribal Citizen in Adair County

- **Tribal Land Projects**

- Cut, baled and hauled 30 bales of hay from CDC in Stilwell
- Repaired fence on CMS-18D
- Brush hogged on the following units:
 - 100 acres on KEN-12
 - 10 acres on Sparks tract
 - 38 acres on Kirk Property
 - 14 acres at Bell Community Building Grounds
 - 80 acres on CMS-17
 - 18 acres on CMS-18D
 - 9 acres at Dahlenegah Park

- **Resources Projects**

- Equipment and vehicle maintenance
- Hosted Fall Trail Ride at Bull Hollow 10/14/17
- Attended Accounting Meeting on 10/11/17
- Hosted Resources Committee Meeting and Luncheon 10/23/17
- Provided 29 crops for the month to Cherokee families from our Jay Community Garden
- Bison headcount is 93



GROUNDS MAINTENANCE

Beaver Property (by Yonkers)	<input type="checkbox"/>	Garland, Texas Property	<input checked="" type="checkbox"/>
Belfonte	<input checked="" type="checkbox"/>	Greenhaw Tract	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input type="checkbox"/>	Jay Food Distribution	<input checked="" type="checkbox"/>
Bull Hollow Shop	<input checked="" type="checkbox"/>	Kenwood Trailer Park	<input type="checkbox"/>
Candy Mink Springs	<input type="checkbox"/>	Locust Grove Property	<input type="checkbox"/>
Catoosa Truck Stop	<input type="checkbox"/>	Murphy	<input type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Rocky Ford Park	<input type="checkbox"/>
Dahlonega Park	<input type="checkbox"/>	Saline Courthouse	<input type="checkbox"/>
Dahlonega Shop	<input checked="" type="checkbox"/>	Tahlonteskee	<input checked="" type="checkbox"/>
Flint Courthouse	<input checked="" type="checkbox"/>	Taylor Ferry	<input checked="" type="checkbox"/>

PLANNING & DEVELOPMENT (NEW CONSTRUCTION)

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
WW Hastings New Building	April 2017		

REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Main Complex			2017

FACILITIES MANAGEMENT

- Unclogged sewer line at Human Resources
- Cleaned out sewer line at Stilwell Complex
- Hung art work in Brick Building at Highway 51
- Removed graffiti from doors and rocks at Gaming Commission
- Drained water from air tank that supports sprinkler system at Youth Shelter
- Repaired AC at Gaming Commission
- Repaired floor drain at Gaming Commission
- Installed new breaker and disconnect to repair AC at Southgate
- Repaired chiller at Complex
- Tore down 60x90 tent at NSU for Homecoming
- Set up and tear down of 60x90 tent for event at NSU (Dad's Day)
- Stripped and waxed floors at Markoma Girls Dorm
- Deep cleaned Downtown Buildings
- Cut out doors and framed up door jams in Education
- Repaired parking lights in front of Main Complex
- Replumbed sewer line at Human Resources
- Installed new ceiling grid in Human Resources
- Trimmed limbs away from building at Human Resources
- Began painting all areas in Southgate G
- Trimmed limbs and cleared gutters at HWY 51 brick building
- Ran new power for lights and changed out overhead lights in Service Center
- Buffed and waxed dorm floors at Markoma Campus
- Cleaned contracted offices temporarily until Housekeeping contract is in place
- Replaced lights at Bull Hollow Shop Building
- Delivered tables and chairs to Bull Hollow Community Building
- Replaced light fixtures and added receipts at the Service center
- Painted and tore out old carper in Motel 103
- Installed doors in Education
- Built shelves in Motel 252
- Painted offices in Council Pod
- Began painting walls in Southgate old TERO building
- Ran new water line for sink in Southgate old TERO building
- Set posts for new scoreboard at the softball field

GROUNDS KEEPING/MAINTENANCE

Dahlongnegah Shop	<input checked="" 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"/>	Bull Hollow Shop	<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"/>

b.) Future Plans

NATURAL RESOURCES

- Tribal Land Projects

PLANNING & DEVELOPMENT

- **New WW Hastings Joint Venture;** Storm drains ongoing; Sanitary sewer ongoing; Under slab electric and plumbing ongoing; Gabion walls ongoing; Sector 2 spread footings and grade beam half completed; Sector 1 spread footings and grade beam ongoing; Light pole bases cement pour ongoing; Sector 3 steel ongoing; Sector 4 3rd floor roof pour complete; Central plant chilled and heated pipe install ongoing; Interior framing and setting door frames ongoing; Exterior framing ongoing; Foundation drains ongoing; Roof drain tie ins ongoing; East parking curb and gutter ongoing; East parking ag base ongoing; Installing duct work sectors 4 & 5; Pipe and duct hangers installation ongoing; Laying black in MDF room Sector 4 complete; Waterproofing elevator pit walls ongoing; Irrigation sleeves ongoing; Gas line north side of building ongoing.
- **Main Complex –;** Clean up ongoing.
- **Saline Court House:** (walking trails) – Plans for CNB are not totally developed; Final cut and surface materials has been posted and held pre-bid, bid closes 3/27/17
- **Capitol Pavilion** – Plans have been delivered; Bids have been received and are in the process of reviewing
- **Three Rivers Clinic Water Remediation** – Phase 1 asphalt placement completed; starting phase 2 week of 10/9/17



5:00 am pour – CN Outpatient Clinic
October 26, 2017

FACILITIES MANAGEMENT

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

**CHEROKEE NATION TRIBAL COUNCIL
RESOURCES COMMITTEE REPORT**

Group: Government Resources

Month/Year of Report: October, 2017

Executive Director: Chuck Hoskin, Jr.
Email: chuck-hoskin@cherokee.org

Phone: 918-453-5644

Director: Ginger Reeves
Email: ginger-reeves@cherokee.org

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:

- 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. Land acquisitions. None.
2. Appraisals. Three appraisals were ordered and completed during the month of October.

3. Environmental Reviews. One environmental review was requested and completed.
4. Quiet Titles. Five Quiet Title requests were received, researched and returned.
5. Inventory/Heirship. Nine Inventory/Heirships were requested, completed and returned.
6. Report for Distributions. Three RFDs were requested, completed and returned to BIA.
7. Last Will and Testaments. Two Last Will and Testaments were prepared and endorsed before the District Court; eight additional new interviews were taken and drafts prepared.
8. Rights of Way, Rights of Entry, Service Line Agreements. One Right of Way and one Service Line Agreement is pending.
9. On-Site Inspections, Home visits, Trespass issues. Seven on-site inspections were requested and completed. Four home visits were requested and completed. One trespass issue was requested and addressed.
10. Leases. One hunting lease renewal was submitted to BIA and approved.
11. Maps/platting. 6 requests for maps/platting assistance were received and completed.
12. Jurisdictional calls. 38 jurisdictional calls were completed during the month, with 16 after hours.
13. 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.
14. Trust Asset and Accounting Management System Project. When the TAAMS project started, there were 12,669 allotments that required research. All allottee files have been reviewed and/or researched and status determined. After 32 files are abstracted, this phase of the TAAMS project will be complete.
15. Stats. 71 client sign-ins (walk-ins), 50 phone inquiries, 39 obituaries processed.
16. Financial transactions. \$57,826.73 was processed through the lockbox and \$22,087.28 was processed as lease payments during the month of October.
17. Trainings or other notable events.
 - Inter-tribal Council and ARB meetings were attended by Ginger Reeves and Paula Hobbs.
 - Amanda Chuculate attended two in-house supervisor/management trainings

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Nov. (FY18)

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)	50	50	6%
6 ERR (Roads)	0	0	0%

b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	3	3	1%

c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	0	0	0%

d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	0	0	0%

e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	4	4	2%

f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	0	0	0%

g) Landfill Inspection Dates & Meetings:

October 6th, October 12th, October 20th, October 24th

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

II Highlights:

a) Clean Air Program:

- Staff submitted the 4th quarter report for the air monitoring program on October 3rd. This was also the final report for the fiscal year.
- Staff performed annual maintenance on the NCore NOy analyzer; the unit was placed back online October 9th.

b) Clean Water Program:

- Staff sampled Copan Lake on September 19th for water quality. Staff sent the samples to Green Country Testing for analysis on pH, temperature, specific conductivity, dissolved oxygen, E. Coli bacteria, total phosphorus, nitrogen, nitrate, nitrite, ortho phosphorous, nitrogen as ammonia, sulfate, fluoride, turbidity, and hardness. Once the data has been received staff will review and compile the data for entry into EPA's STORET database.
- Staff sampled Oologah Lake on September 20th for water quality. Staff sent the samples to Green Country Testing for analysis on pH, temperature, specific conductivity, dissolved oxygen, E. Coli bacteria, total phosphorus, nitrogen, nitrate, nitrite, ortho phosphorous, nitrogen as ammonia, sulfate, fluoride, turbidity, and hardness. Once the data has been received staff will review and compile the data for entry into EPA's STORET database.
- Water staff is working on the Clean Water 106 4th quarter report and final report that is due to EPA on October 30th, 2017. The report will cover sampling of streams and lakes and it will also cover trainings and conferences that were attended by water staff.
- Water staff is updating the Clean Water 106 Quality Assurance Project Plan (QAPP) to reflect the new sampling locations.

c) Underground Storage Tank (UST) Program

- UST staff conducted a walk-thru inspection of the Roland Travel Plaza in Roland, OK on September 18th; they were accompanied by Patricia Harrison, Roland Travel Plaza manager and Dan Lister, CNB Safety Coordinator. There were several deficiencies noted during the inspection. There was fuel in the diesel sumps as well as an unidentified black "oily" substance located in the unleaded sumps. These findings were listed in the inspection report and it was sent to Joseph Washum of CNB.
- UST staff performed walk-thru inspection of Outpost #1 on September 18th. A fuel leak was observed in the E-10 and Regular Unleaded sumps. These leaks appeared to be

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

coming out of the pipe connection to the pump head in each sump; there was not a reportable amount of fuel in either sump. This information was listed in the inspection report and it was sent to Joseph Washum of CNB.

d) Natural Resource Damage Assessment and Restoration (NEDAR)

Tar Creek:

- Staff participated in the Tribal Interview Project Conference Call with 2 other Cherokee Nation Staff and ABT Associates on September 20th. Staff will be working with staff from the Cherokee Nation Environmental Resources Senior Director and Cherokee Nation Special Projects Officer working on Cherokee Nation Historic Preservation Projects. This call focused on introductions, the project work plan and the questions that will be used to compile information for the Tribes' claims for the Tri-State Mining NRDAR Projects.
- Staff attended the Tar Creek Trustee Council Meeting on September 25th at the BIA Office in Muskogee, Oklahoma. This meeting focused on Trustee Council Updates, Restoration Plan and the Peabody Bankruptcy Settlement.
- Staff participated in the Tar Creek Trustee Council Indian Tribes (TCTCIT) conference call on September 27th. This conference call focused on restoration planning and restoration priorities for the Tribes. Staff participated in the second TCTCIT conference call on September 28th. This call focused on funding, restoration planning and Tribal Projects.
- Staff attended the Tri-State Mining Partnership Meeting in Kansas City on October 11th and 12th. This meeting focused on bankruptcy updates from Peabody and Blue Tee, Site Updates, USGS Mussel Study, EPA Remedial Updates, and Kansas Prairie Restoration.

Tulsa County Smelter Complex:

- Staff worked on the Tulsa County Smelter Complex NRDAR Project and reviewed the Draft Preassessment Screen and Determination Report for the Tulsa County Smelter Complex Natural Resource Damage Assessment and Restoration Site and the Draft Notice of Intent (NOI) Letter to the Primary Responsible Parties. Staff is working with the Cherokee Nation Attorney General's Staff assigned to this project and the Trustee representative for the U.S. Government, U.S. Fish and Wildlife Service.

e) Brownfields

- Staff worked on the Bi-annual Brownfields report for activities that occurred during the months of April through September 2017.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff received a request to conduct a Phase I Environmental Site Assessment (ESA) for the American Indian Resource Center (AIRC) for lease property that will be used as a Youth Camp and Retreat Center. Preliminary information, required to order data information, was received from Pam Iron, Executive Director of AIRC. The site was set up in the Parcel software. Data reports were ordered from Environmental Data Resources (EDR) and are being reviewed for any indications of recognized environmental conditions. Any pertinent information will be implemented in the Phase I ESA. Pam Iron, was contacted to set up a date for site reconnaissance. Information regarding the number of buildings/structures and the date of the buildings/structure was also requested.

f) Cherokee Nation Real Estate Services:

- Staff reviewed and finalized the Nowata Health Center Phase I ESA. The Phase I is being conducted for Cherokee Nation Real Estate Services as part of the trust acquisition package.
- Staff conducted a site visit and inspection with BIA to the Skelly Illinois River. This is a Cherokee Nation Real Estate Service Fee to Trust Application to the BIA. Staff completed the update and this report has been delivered to Cherokee Nation Real Estate Services.
- Staff conducted a site visit and inspection with BIA to the Craig County 183 acre Site. This project is for the Cherokee Nation Real Estate Services Fee to Trust Application. The inspection was a preliminary inspection with BIA staff.
- Staff conducted a site visit and inspection with BIA to the Rose Cottage Site. This project is for the Cherokee Nation Real Estate Services Fee to Trust Application. This is the final inspection for this project. No updates are needed at this time.