

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	January FY18 Report for November Mtg.		
<b>Executive Director:</b>	Bruce Davis	<b>Phone:</b>	453-5340	<b>E-mail:</b>	<a href="mailto:bdavis@cherokee.org">bdavis@cherokee.org</a>

## 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	8	57
Mechanical Weed/Brush Control	235 ac	1,794 ac
Provide Technical Assistance to Communities	5	16
Hay baled		30
Crops for families from Jay Community Garden		68

- **Community Assistance Projects**
  - Took wood to two elders in Delaware County
  - Fence repair for Cherokee Citizens in Cherokee County
  - Repaired driveways for two Cherokee Citizens in Sequoyah County
- **Tribal Land Projects**
  - Burned brush piles on KEN-14
  - Dozed fence row on KEN-10
  - Assisted with water leak in well house at Bull Hollow
  - Brush hogged on the following units:
    - 45 acres on CMS-2
    - 110 acres on CMS-5
    - 80 acres on KEN-14B
  - Completed site inspections on the following units:
    - Delaware County: Toolate property
    - Muskogee County: Porum tract, Warner tract and Muskogee-20
    - Mayes County: Ballou School, Locust Grove and Yonkers
    - Sequoyah County: Tahlonteskee
- **Resources Projects**
  - Equipment maintenance
  - Cleaned shops
  - Pruned trees and set up greenhouse at Jay Community Garden
  - Met with IT regarding security cameras
  - Bison Project
    - Sold bison to Quapaw Tribe
    - Completed weekly checklists on health and food intake
    - Bison headcount is 88

## PLANNING & DEVELOPMENT 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

### b.) Accomplishments

- Installed laminate flooring on the deck at FRB
- Repaired heater at HWY 51
- Replaced floor tile and installed trim around floor tile upstairs Cort Mall
- Stored crusher run at Service Center
- Completed dozer work at Dry Creek
- Repaired water leak at Bull Hollow
- Replaced gas line at Bull Hollow
- Built racks at HWY 51
- Installed vent hood in Veteran's Center
- Submitted work order to TPWA for additional parking lot lighting installation in FRB Parking lot
- Had 2 loads of sand delivered for inclement weather use
- Installed propane line at Little Kansas for citizen
- Installed gas water heater for Roads Building
- Changed out ceiling tiles at Community Outreach
- Repaired water line break at 51 Warehouse
- Repaired water line break at Kenwood Community Building
- Continued pick up of trash and leaves at Main Complex grounds
- Replaced hot surface igniter on Warehouse unit
- Repaired and installed economizer on server room at Tag Office
- Met with McIntosh and ordered bearings for two units at Main Complex
- Reported to McIntosh unit 3.1 as bad
- Repaired flooring at Cort Mall
- Repaired cracks in FRB

- Replaced the flooring on the deck in FRB
- Repaired the unit at the Ballroom
- Continued removal of Christmas lights
- Mudding and taping of walls in Council Pod
- Repaired loose wires to heater in EMS training room
- Repaired leak by FRB vault
- Replaced 24 bulbs and repaired 2 ballasts in Spider Gallery
- Repaired electrical outlet in EMS Admin area women's restroom
- Changed out filters at EMS
- Replaced thermostat in Human Resources
- Changed out the 11//GFI outlet outside in cage at Mobile Command Marshal Services

#### **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 type="checkbox"/>	Pow Wow Grounds	<input type="checkbox"/>
Immersion	<input checked="" type="checkbox"/>	Stilwell Complex	<input checked="" type="checkbox"/>
Keetoowah Duplexes	<input type="checkbox"/>	Southgate	<input checked="" type="checkbox"/>

#### **NATURAL RESOURCES**

##### **c.) Future Plans**

- Tribal Land Projects

#### **PLANNING & DEVELOPMENT**

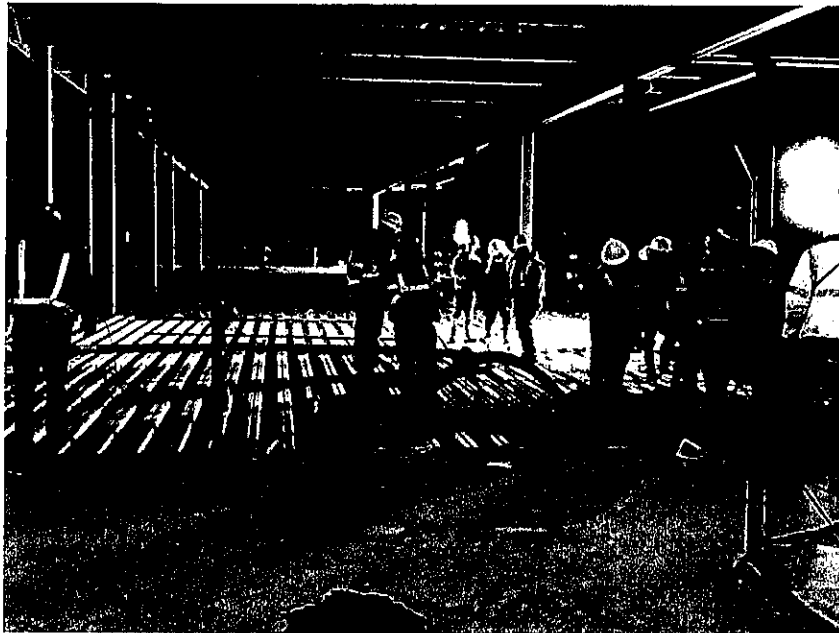
##### **d.) Future Plans/New Initiatives**

- **New WW Hastings Joint Venture; EXTERIOR:** Sanitary sewer ongoing; Light pole bases cement ongoing; Sector 1 & 2 steel ongoing; Decking ongoing; Central plant chilled and heated pipe install ongoing; Exterior framing ongoing; foundation drains ongoing; Roof drain tie ins ongoing; East parking curb and gutter ongoing; Visitor drive ag base ongoing; EFIS ongoing; Roofing ongoing; Westside pergola footings ongoing; Dock wall layout ongoing; Sector 3 canopy layout ongoing; East parking area 9 cement pour 1/24/18.**INTERIOR:** MEP ongoing; CMU walls ongoing; Fireproofing ongoing; Overhead fire suppression pipe rough ongoing; Framing ongoing; Setting door frames ongoing; Duck work ongoing; Pipe and duct hangers ongoing; Sector 3 level 4 SOD 1/26/18.
- **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** – Slab poured 12.21.17
- **Three Rivers Clinic Water Remediation** – Phase 1 asphalt placement completed; starting phase 2 week of 10/9/17

## **Facilities Management**

### **e.) Future Plans/New Initiatives**

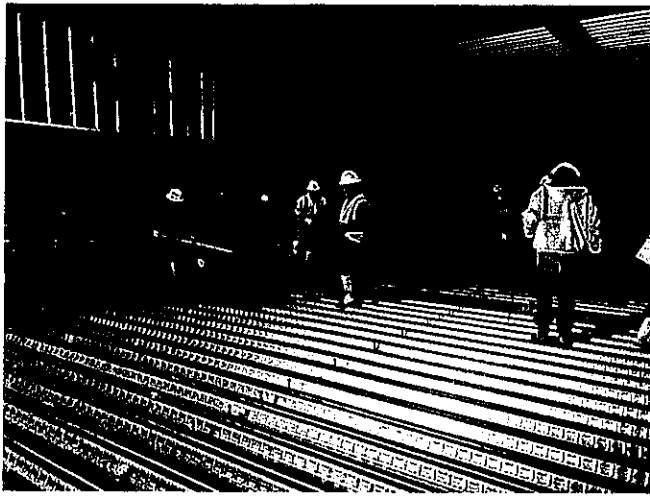
- Re-surface walking trails
- Remodel exterior finish of Main Complex
- Install Dyson hand dryers in Main Complex
- Install sunscreens in Main Complex



**Slab on deck concrete placement – CN Outpatient Clinic  
January 19, 2018**



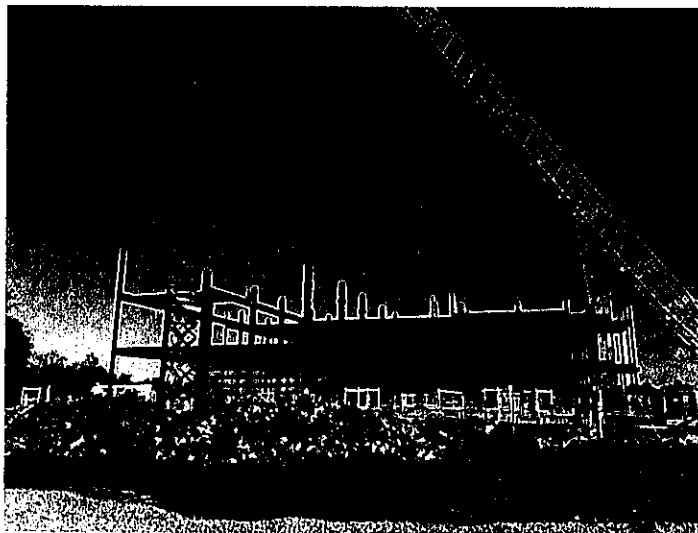
**Slab on deck concrete placement – CN Outpatient Health Center  
January 19, 2017**



**Sector 6 level 2 slab on deck concrete pour 3:00 am – CN Outpatient Health Center  
December 14, 2017**



**Sector 6 level 3 slab on deck concrete pour 3:00 am – CN Outpatient Health Center  
December 19, 2017**



**Level 3 steel going up – CN Outpatient Health Center  
December 21, 2017**

# CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

**Group:** Government Resources

**Month/Year of Report:** January 2018

**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. Land acquisitions. None during the month of January.
2. Appraisals. One appraisal was approved during the month of January.

3. Quiet Titles. No Quiet Title requests were received during the month of January.
4. Inventory/Heirship/Administrative Law Judgment/Report for Distribution. Ten Inventory/Heirship requests were requested, completed and returned; one ALJ was completed and returned to BIA.
5. Last Will and Testaments. Three Last Will and Testaments were prepared and endorsed; one LW&T was taken before the District Court for approval (fullblood); one additional interview was taken.
6. Rights of Way, Rights of Entry, Service Line Agreements. One Right of Way is pending; five rights of entry were requested and prepared; three Service Line Agreements were requested: two were approved and one is pending.
7. On-Site Inspections, Home visits, Trespass issues. Eight on-site inspections were requested and completed. Two home visits were requested and completed during the month of January. No trespass issues were reported.
8. Leases. Three hunting lease renewals were submitted to BIA for approval.
9. Maps/platting. 28 requests for maps/platting assistance were received and completed.
10. Jurisdictional calls. 58 jurisdictional calls were completed during the month, with 22 after hours.
11. 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.
12. Stats. 94 client sign-ins (walk-ins), 75 phone inquiries, 55 obituaries processed.
13. Financial transactions. \$170,547.71 was processed through the lockbox and \$35,888.67 was processed as lease payments during the month of January.
14. Impact Aid. Ten schools were assisted with their impact aid determinations, including: Rocky Mountain, Maryetta, Peavine, Locust Grove, Oaks Mission, Shady Grove, Greasy, Dahlongah, Woodall and Wickliffe Schools.
15. TAAMS. All allottee files have been reviewed, researched and status determined by our office. After seven files are abstracted, this phase of the TAAMS project will be complete and two staffers will be assigned to BIA-EORO to encode the allottee files into the TAAMS system.



# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

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

Phone: 918-453-5237, Cell: 918-822-2793, email: [tom-elkins@cherokee.org](mailto: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)	51	214	24%
6 ERR (Roads)	0	1	17%

### b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	2	21	8%

### c.) Radon Activities

Goal Requirement	# this month	Year to date	% of annual goal
50 Radon Tests	0	1	2%

### d.) Asbestos Activities

Goal Requirement	# this month	Year to date	% of annual goal
150 Asbestos Tests	5	21	14%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	15	39	20%

### f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	2	10	33%

### g) Landfill Inspection Dates & Meetings:

Jan 11<sup>th</sup> Inspection, Jan 16<sup>th</sup> Landfill Contractor Review, Jan 18<sup>th</sup> Inspection, Jan 22<sup>nd</sup> Inspection, Jan 25<sup>th</sup> Inspection, Jan 29<sup>th</sup> Meeting with Proposed Landfill Contractor.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

## II Highlights:

### a) Clean Air Program:

- Staff operated two Aeroqual ozone sensors at the Vinita Clinic and one sensor at the Pryor site; these low-cost sensors were on loan from the TAMS (Tribal Air Monitoring Support) Center. The sensors have been returned to the TAMS Center; data from the study will be compiled and presented to the TAMS Steering Committee in March.
- Staff submitted the air monitoring quarterly report for the first quarter of FY18 to Region 6.
- Staff attended the Tribal AQS Q&A session on January 10th.
- Staff is working on the Clean Air Section 103 grant application for FY19; the proposal is due to EPA on February 16th.
- Staff will begin the process of servicing the ozone analyzers and transfer standards this month; ozone season begins on March 1st.

### b) Clean Water Program:

- Water staff is compiling the work plans for the CW106 and 319 non-point source grants; the grants are due February 2<sup>nd</sup> and February 23<sup>rd</sup>, respectively.
- Water staff sampled Spring Creek, Flint Creek, Spavinaw Creek, Saline Creek, Little Lee Creek, Sallisaw Creek, Fourteen Mile Creek, and Caney Creek during December 18<sup>th</sup> - 21<sup>st</sup> 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, chloride, turbidity, and hardness. Once the data has been received staff will review and compile the data for entry into EPA's Storage and Retrieval (STORET) database.

### c) Superfund Program:

- Staff attended the Superfund Meeting on January 2nd. This meeting focused on grant deliverables, projects, tribal visits, trainings, and Superfund site assessment activities.
- Staff is currently working on updating the Superfund and Brownfields Programs Quality Assurance Project Plan (QAPP).

### d) Pesticides Program

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff is working on the quarterly report for the first quarter of FY18 for Region 6.
- Staff attended the Tribal Pesticide Program Council (TPPC) pollinator work group monthly conference call on January 10th.
- Staff attended the tick integrated pest management (IPM) work group conference call on January 10th.

## e) Natural Resource Damage Assessment and Restoration (NEDAR)

### Tar Creek:

- Staff participated in the Tar Creek Trustee Council Indian Tribes (TCTCIT) conference call on January 12th. BIA Headquarters participated in the first portion of the conference call to introduce the new BIA contact and talk about the DOI NRDAR Workgroup Funding. The rest of the conference call focused on Tribal projects, restoration planning discussions and restoration funding.
- Staff reviewed the Operable Unit #5 Human Health Risk Assessment Figures and TCTCIT Tribes discussed figures with the Tribal Consultant ABT Associates.

### National Zinc:

- No new activities during this monthly timeframe. Staff is currently working with the Cherokee Nation Attorney General's Staff assigned to this project to obtain signatures for the Tolling Agreement.

### Tulsa County Smelter Complex:

- Cherokee Nation has signed the Notice of Intent (NOI) Letter to the Primary Responsible Parties and the Preassessment Screen and Determination Report for the Tulsa County Smelter Complex Natural Resource Damage Assessment and Restoration Site. Original signature pages have been submitted to the Lead Administrative Trustee.

## f) Brownfields

- Staff has completed adding the longitude and latitude for each of the Cherokee Nation Brownfields Sites to the database staff has created for recordkeeping purposes. Staff created a map of all the Cherokee Nation Brownfields Projects.
- Staff traveled to Collinsville, Oklahoma to conduct a site reconnaissance of the Collinsville Acme Brick Plant for Cherokee Nation. Staff is currently working on the Phase I ESA Report. Staff also conducted a second visit to conduct interviews and inspect the community building and the Cherokee Nation Food Distribution Center.

# **CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT**

- Staff participated in the ACRES (Assessment, Cleanup, and Redevelopment Exchange System) Brownfields Webinar on January 9<sup>th</sup>. This webinar focused on the online database for Brownfields Grantees to electronically submit data directly to EPA.

## **g) Lead-Based Paint (LBP):**

- Staff completed and submitted to the Oklahoma Department of Environmental Quality (ODEQ) and CN all LBP quarterly reports.
- Staff completed and submitted the LBP Certification Program grant Quarterly Report to the Environmental Protection Agency (EPA) Region 6.
- Staff received and logged 26 quarterly reports from certified LBP Inspector/Risk Assessors and LBP Supervisors (LBP worker and abatement disciplines).
- Staff audited the Lead Based Paint Supervisor Training at the Oklahoma Association of Community Action Agency in Edmond, OK on Tuesday January 10, 2018. This accredited course meets DEQ training requirements for planning and supervising lead-abatement work. The refresher course covers project management, lead-abatement methods and the latest federal and state lead-safe regulations.