

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

## I. Budget Highlights

Please refer to the monthly financials from the Financial Resources Group

## II. Program Highlights

### NATURAL RESOURCES

#### a.) Accomplishments

OBJECTIVE	ACTUAL	YTD
Acres acquired that enables jobs, language, or community		60 ac
Chemical Brush/Weed Control (spray)		1,390 ac
Lease Compliance/Tribal land inspections		8
Mechanical Weed/Brush Control		3,232 ac
Provide Technical Assistance to Communities		100
Hay baled (2018 fall cut)		1135
Crops for families from Jay Garden	6	1827

- **Community Assistance Projects**

Ocheleta community building project (roadway)

- **Resources Projects**

- Equipment maintenance
- Hay inventory
- Put up chain gates at Pullet Property in Oaks
- Attended local work group meeting for NRCS
- Brush hogging CMS Tribal units
- Property upkeep in Garland, TX
- Jay Community Garden
  - Garden maintenance
  - Tilled and packed garden
  - Harvested turnip greens, mustard greens, kale, peppers and radishes
  - Provided for 6 Cherokee families
- Bison Project
  - Fed bison
  - Fill out weekly checklist
  - Bison headcount is 111
  - Took CNB to look at Quapaw buffalo pen in Joplin

**GROUNDS MAINTENANCE**

Beaver Property (by Yonkers)	<input type="checkbox"/>	Garland, Texas Property	<input type="checkbox"/>
Belfonte	<input checked="" type="checkbox"/>	Greenhaw Tract	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input checked="" 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 checked="" type="checkbox"/>	Locust Grove Property	<input checked="" type="checkbox"/>
Catoosa Truck Stop	<input type="checkbox"/>	Murphy	<input type="checkbox"/>
Cherry Tree	<input type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Dahlongah Park	<input type="checkbox"/>	Saline Courthouse	<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 & DEVELOPMENT****b.) Accomplishments****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

## **FACILITIES MANAGEMENT**

### **c.) Accomplishments**

- Completed new furnace install at Berry Property
- Cleaned out eh sewer line at the Stilwell Complex
- Identified gas leak and repaired it in furnace at Stilwell Complex
- Repaired roof leak on KATS Building
- Removed end walls and started building new end walls at Greenhouse
- Picked up tables and chairs from Bull Hollow Shop trail ride event
- Trouble shooting electrical connection at Tender Mercies Church, repaired bad connection and meter and cleaned up meter area
- Installed new electric for new televisions to be installed at Cort Mall
- Delivered tables and chairs to the Community Building at Dry Creek
- Cleaned rock floor in Main Complex
- Buffed floor at Immersion
- Hired two emergency hire workers for night shift
- Hiring a day part time worker for Main Complex
- Identified and marked security lights for repair on HWY 51 property
- Replaced heat and air units in Motel 107, 109, 117 & 119
- Repaired gas line on roof of FRB
- Replaced ceiling tiles in old TERO building
- Repaired AC in Human Resources
- Repaired AC medication storage room in EMS
- Winterized mowers and moved to 51 Storage
- Replaced heat exchanger at Roads Building
- Ran new conduit and pulled wire at Southgate Building H
- Began tool room expansion at FM Shop
- Pulled up old carpet, installed new carpet in office of FM Admin Building
- Reconnected cable on bay door for remote receiver to ambulances at EMS
- Added new bricks to Memorial at Veteran's Warrior Memorial
- Set up stage, podium and chairs and picked items up after Community Meeting at Three Rivers
- Installed new conduit and receptacles at Southgate Building H
- Began pulling wire for new service at Southgate Building Trades area
- Patched roof around all roof vents at Career Services Satellite Office in Jay per work order system
- Began working on Christmas lighting and setting ground lighted structures
- Installed new guttering at Markoma Boys Dorm
- Ordered correct aerators for the restrooms in the Court area of the second floor of the Main Complex to correct water pressure issues
- Repaired heater in Commerce
- Changed out circuit board and ordered a draft motor for unit 5 of FRB
- Assembled kitchen island for FRB Breakroom
- Changed out breaker on unit at Immersion
- Changed out fuse on unit by restrooms at Cort Mall
- Changed out heat switch at HWY 51 Outreach
- Repaired wiring on unit at Gaming Commission
- Rehung door closure on storage door at Veteran's Center
- Inspected flooring in Administration at Main Complex
- Replaced GFI in kitchen at Youth Shelter per work order system
- Continued work on FM Shop, new tool room – insulation, osb board, wired receipts and lights

## 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 checked="" 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

### d.) Future Plans/New Initiatives

- Fencing project on KEN-23
- Improvements at Warner and Ross Road properties

## PLANNING & DEVELOPMENT

### e.) Future Plans/New Initiatives

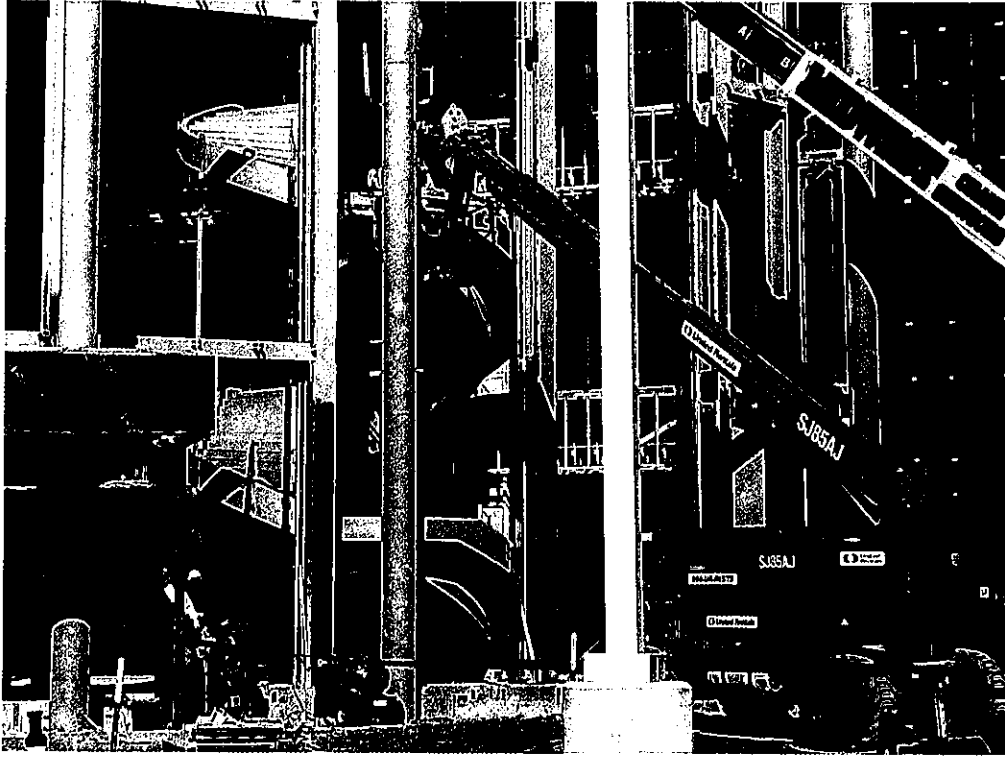
- **New WW Hastings Joint Venture; EXTERIOR:** Framing on going; Backfill of curb ongoing; Installing parapet cap ongoing; Area 29 curb prep ongoing; Curb placement ongoing area 29; Grading area 29; Prepping concrete joints and caulking area 17 & 18; Placing bollards in area 28 & 34; Forming dumpster pad area 34; Setting fence post in oxygen storage area 28; Mod plant inter-connections ongoing; Stone veneer install ongoing; Glazing install ongoing; Installing lights – north canopy. **INTERIOR:** MEP ongoing; Overhead fire suppression ongoing; Framing ongoing; Setting door frames ongoing; Drywall ongoing; Duct and pipe hangers installation ongoing; In wall plumbing ongoing; Electrical feeder cable installation ongoing; Electrical large and small conduit installation ongoing; Electrical wire way conduit, Electrical rooms installation ongoing; In all electrical ongoing; Data tray installation ongoing; Stair install ongoing; Window frame install ongoing; Installation of VCT/CT ongoing; Aluminum store front installation ongoing; Priming and first coat painting on going; MRI shielding ongoing; Canopy framing ongoing; Spiral stair #8 install ongoing; Elevator rough-in ongoing; Elevator 10, 11 install ongoing; Installation of casework ongoing; Stone veneer install stair way 7 ongoing.
- **Three Rivers Clinic Parking Lot Paving Remediation** – 85% complete
- **Head-Start Storm Shelter & Waterline** – In planning stage

## FACILITIES MANAGEMENT

### f.) Future Plans/New Initiatives

- Re-surface walking trails
- Install sunscreens in Main Complex

**Installation of spiral staircase – CN Outpatient Health Center  
November 21, 2018**



# CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

**Group:** Government Resources

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

**Executive Director:** Chuck Hoskin, Jr.

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**Director:** Ginger Reeves

**Phone:** 918-453-5675

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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.

2. Fee to Trust applications. There are six applications that are either being processed for submission to BIA or awaiting decision.
3. Appraisals. Two appraisals were ordered and received during the month of November.
4. Environmental Reviews. Two environmental reviews were requested and received.
5. Quiet Titles. Eight Quiet Title requests were received, researched and returned.
6. Inventory/Heirships, Administrative Law Judgments, Report for Distributions. 13 Inventory/Heirships were requested, completed and returned. One Administrative Law Judgment was requested, completed and returned to BIA. 13 Report for Distributions were requested, prepared, submitted and returned.
7. Restriction Removal Applications. Three restriction removal applications have been submitted and are awaiting approval from BIA.
8. Deed Approvals. One deed approval application has been requested and awaiting approval from BIA.
9. Last Will and Testaments. One District Court approval was completed; three interviews were taken during the month of November.
10. Rights of Entry. Six Rights of Entry were requested and prepared.
11. Rights of Way/Easements/Service Line Agreements. 15 rights of way/easements are pending approval by BIA; one was approved. One service line agreement was submitted and approved.
12. On-Site Inspections, Home visits, Trespass issues. 14 on-site inspections were requested and completed. Two home visits were requested and completed.
13. Leases. Two new hunting leases on restricted land was submitted to BIA; same are pending.
14. Maps/platting. 35 requests for maps/platting assistance were received and completed.
15. Jurisdictional calls. 71 jurisdictional calls were completed during the month, with 39 after hours.
16. District Court Probates. All probates that were at paid status for court costs are completed through Real Estate Services, in preparation for filing with District

Court in the respective county. Further, all probate applications are being researched in preparation for filing in District Court.

17. Stats. 61 client sign-ins (walk-ins), 30 phone inquiries, 31 obituaries processed.
18. Impact Aid. One Impact Aid verification was requested and completed.
19. Financial transactions. \$174,213.35 was processed through the lockbox and \$9,714.40 was processed as lease payments during the month of November.
20. TAAMS. Two staffers are currently encoding the allottee files into the TAAMS system at the BIA-EORO.



# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Nov (FY19)

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)	60	86	10%
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	16	20	8%

### 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	10	14	9%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	9	11	6%

### f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	2	4	13%

### g) Landfill Inspection Dates & Meetings:

October 29<sup>th</sup>, November 5<sup>th</sup>, November 21<sup>st</sup>, November 26<sup>th</sup>, November 28<sup>th</sup>.  
Construction on the new cell is going well, and on schedule.

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

## **II Highlights:**

### **a) Clean Air Program:**

- On November 1<sup>st</sup>, staff attended the “State of Ozone” and “State of Particulate Matter” webinar hosted by EPA Region 6.
- Staff attended the EPA Air Quality System (AQS) “Ask the Experts” webinar on November 11<sup>th</sup>.
- Staff attended the Exchange Network Tribal Governance Group (TGG) conference call on November 6<sup>th</sup>.
- Staff will attend the CenSARA Regional Haze call on November 27<sup>th</sup>.
- Staff will attend the Exchange Network/E-Enterprise Interoperability and Operations Team (IOT) conference call on November 28<sup>th</sup>.

### **b) Clean Water Program:**

- Staff finished the 4<sup>th</sup> Quarter and Final report and sent it to EPA Region 6 on November 2<sup>nd</sup>, along with all of the raw data that was collected during FY18.
- Staff is working on the Tribal Assessment Report (TAR) that must be submitted to EPA no later than ninety days after the end of the FY18 fiscal year.
- Staff ran a set of bacteria samples for the City of Tahlequah Stormwater Department on November 1<sup>st</sup>; the samples were pulled from the spring area of Town Branch creek where high E. Coli levels have been detected. This will be the 48<sup>th</sup> sample that Cherokee Nation has processed for the City of Tahlequah since bacteria levels were observed as being too high for Primary Body of Contact.
- Staff attended the Oklahoma Kill Response Management Team (OKRMT) monthly conference call on November 8<sup>th</sup>; tribes and state entities were informed about an upcoming fish kill training.

### **c) Pesticides Program:**

- Staff submitted the Pesticides 2018 4<sup>th</sup> Quarter and Final report to EPA Region 6.
- Staff attended the pesticides integrated pest management (IPM) session at the ITEC Children’s Environmental Health Symposium at the Hard Rock Hotel and Casino October 16<sup>th</sup> – 18<sup>th</sup>.

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

- Staff joined the EPA “All Bugs Good and Bad” webinar series on mites, lice, chiggers and ticks on November 2<sup>nd</sup>.
  - Staff will give a pesticides update at the Tribal Environmental Coalition of Oklahoma (TECO) meeting on November 13<sup>th</sup> in Stroud, OK.
  - Staff will give an update about the Tribal Pesticide Program Council (TPPC) proceedings at the RTOC Caucus on November 27<sup>th</sup> in Stroud, OK.
  - Staff continues to enter pesticides application notifications received for the current quarter.
- d)     Underground Storage Tank (UST) Program
- Staff participated on the Nation Tanks Conference Planning Team Feedback Call on November 26<sup>th</sup>.
- e)     Superfund Program

## **Cherokee Nation**

- Staff is working with EPA and ODEQ representatives for developing the training slides and materials for the Best Management Practices for EPA/State/Tribal Collaboration Training Course at the National Site Assessment Symposium.
- Staff is working with EPA Site Assessment Manager, LaDonna Turner, to create a presentation for the Best Practices session for the Tribal Site Assessment.

## **Pre-CERCLA activities**

- Staff completed the Pre-CERCLA Report for Calpine Pryor Inc. Site. This report has been submitted to the EPA Region 6 Superfund Project Officer.
  - Staff started working on the Pre-CERCLA Report for the Taylor Street Appliance Repository located in Pryor, Oklahoma.
- f)     Natural Resource Damage Assessment and Restoration (NRDAR)

Staff participated in the U.S. D.O.I and Tribes NRDAR Conference call on November 8<sup>th</sup>. This conference call focused on US DOI updates, regulations revisions and training opportunities.

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

## **Tar Creek:**

- Staff corresponded with Cherokee Nation Attorney General Staff with updates from the Tar Creek Trustee Council NRDAR activities.
- Staff worked on the 3 year projection budget for the Tar Creek Trustee Council Indian Tribes.
- Staff participated in the 1 Tar Creek Trustee Council Indian Tribes (TCTCIT) conference call.

## **National Zinc:**

No activities were conducted during this monthly timeframe.

## **Tulsa County Smelter Complex:**

No activities were conducted during this monthly timeframe.

## **g) LEAD-BASED PAINT CERTIFICATION**

- Staff attended the Children's Health Symposium in Catoosa and gave a presentation on the Cherokee Nation's Lead Certification/Accreditation Program.
- Staff attended the LBP Risk Assessor 8 hour Refresher course at CNEP.
- Staff attended the 8 hour LBP Supervisor Course at HACN.
- Staff audited the 8 hour Abatement Worker LBP Course at HACN for the Lead Certification/Accreditation Program.

## **h) GENERAL ASSISTANCE PROGRAM (GAP CORE)**

- Staff finalized and submitted to the EPA Region 6 Gap Project Officer the final reports for GAP Core and GAP ITEC on GAP Online.
- Staff scheduled a grant writing workshop with the Seminole Tribe through a HUD partnership for March 19-20, 2019. This workshop will be offered free for up to 30 tribal participants.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff visited Northeastern State University and Tahlequah Community Building to tour facilities to possibly host the Cherokee Nation Environmental Festival that will be held in the spring. Staff worked with NSU on catering options for the festival.
- Staff attended the TECO Meeting in Stroud, Oklahoma at the Sac & Fox Nation.
- Staff worked with the Oklahoma Kill Response Management Team (OKRMT) on the Osage County Hay Creek Fish Kill. Staff notified the Osage Nation and the Kaw Nation Environmental Directors about this fish kill incident.

## i) General Assistance Program (GAP)

- Staff hosted and provided the “Basics of Conducting a Phase I ESA” training. There were 10 attendees from 7 Tribes and 1 from the Bureau of Indian Affairs. The training included field exercises to the Cherokee County Courthouse to do a title history search and a site reconnaissance to Cherokee Nation Property.
- Staff worked on the planning of the Risk Communication Training that will be held at the Hard Rock Hotel & Casino in Catoosa, OK on Thursday, October 11, 2018. Staff emailed the training information out to the tribes in Region 6. This training will cover the concepts of risk communication, seven rules of risk communication, how to conduct a public meeting, risk perceptions, Covello’s Core Concepts, and message mapping.
- Staff participated in a conference call with AEIO on discussions about evaluating the GAP guidance with Intertribal consortia.
- Staff attended the Vapor Intrusion class being held at CNEP and provided by Hartman Environmental.
- Staff attended the 8 Hour HAZWOPER Refresher training on Tuesday, September 4, 2018. This training discussed Labeling and safety MSDS, work place safety, OSHA safety standards and safety statistics.

## j) Household Hazardous Waste

- Staff began researching household hazardous waste and brainstorming collection event sites.
- Staff met with Ken Purdy, with the Northeastern Oklahoma Solid Waste Institute on November 14<sup>th</sup>.