

<b>Group:</b>	Management Resources	<b>Month/Year of Report:</b>	FY19 Report for October Mtg.		
<b>Executive Director:</b>	Interim – David Moore	<b>Phone:</b>	David – (918) 453-5000 X. 4137	<b>E-mail:</b>	<a href="mailto:david-moore@cherokee.org">david-moore@cherokee.org</a>

## I. Budget Highlights

Please refer to the monthly financials from the Financial Resources Group

## II. Program Highlights

### NATURAL RESOURCES

OBJECTIVE	ACTUAL	YTD
New fencing	1	1
Chemical Brush/Weed Control (spray) <i>*Spring only*</i>	270	4570
Lease Compliance/Tribal land inspections	0	0
Mechanical Weed/Brush Control	19	907
Provide Technical Assistance to Communities	1	13
Hay baled (2019) <i>*Summer only*</i>	1327	2259
Crops for families from Jay Garden	85	160

### Resources Projects

- Cleanup on CMS 40 getting fence row ready to build fence.
- Cutting and baling hay at several locations.
- Mowed property in Garland, TX.
- Cleanup of Tribal property in Duck Lane Addition for Realty.
- Brush Hog Lagoon ponds for Cherokee Nation Water & Sanitation.
- Loading hay purchased through Realty.
- Assisted with Annual Holiday setup in Tahlequah.
- Received 2 new Kubota tractors and equipment trailers.

### Jay Community Garden

- Plant turnips and Mustard.
- Tilled garden for fall planting.
- Build rows for Kale, Lettuce and radishes.
- Harvested okra, peppers, cucumbers and apples.
- Spray perimeter fence, Cherokee Squash and tomatoes for weeds.
- Water and weed garden.

### Bison Project

- 26 Bison calves so far.
- Fill out weekly checklist
- Setting posts and stringing wire for new buffalo pasture.
- 6 Buffalo tours
- Continued fencing project to expand buffalo pasture.

### GROUPS 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 checked="" type="checkbox"/>	Jay Food Distribution	<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"/>	Locust Grove Property	<input checked="" type="checkbox"/>
Catoosa Truck Stop	<input type="checkbox"/>	Murphy	<input checked="" type="checkbox"/>
Cherry Tree	<input checked="" type="checkbox"/>	Rocky Ford Park	<input checked="" type="checkbox"/>
Dahlongegah Park	<input checked="" type="checkbox"/>	Saline Courthouse	<input checked="" type="checkbox"/>
Dahlongegah Shop	<input checked="" type="checkbox"/>	Tahlonteeskee	<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		
CN/OSU Osteopathic School	2019		
Water/Sewer line – Head Start-Tah	August 2019		
Storm Shelter – Head Start (Tah)	July 2019		

#### REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Wilma P. Mankiller Clinic	Design		

## FACILITIES MANAGEMENT

**c.) Accomplishments**

- Tear down of Holiday
- Set 60x60 tent at Pryor private event
- Repaired condenser line at Human Resources
- Continued work and remodel of Administration Offices
- Continued work and remodel of Berry House
- Unclogged sewer line at TERO
- Repaired condenser line at Southgate G
- Repaired water leak in ceiling AC unit at Registration Office
- Removed fallen tree at Tag Office
- Installed recept at Kawi Café for washer and dryer
- Continued remodel at Berry Property
- Moved offices in Commerce to accommodate new flooring installation
- Installed exhaust fan at Cort Mall
- Replaced and changed out lights at Cort Mall
- Changed out lights upstairs at Gaming Commission
- Installed a new rooftop unit at EMS
- Insulated drain lines in ceiling at Council Pod area
- Remounted vent in ceiling at Roads
- Set 60x120 tent at Heritage Center for Speakers Gathering

**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 type="checkbox"/>	Southgate	<input checked="" type="checkbox"/>

**FUTURE PLANS**

## NATURAL RESOURCES

### d.) Future Plans/New Initiatives

- Continue to assist Emergency Management with cleanup and water delivery
- Assisting with Holiday

## PLANNING & DEVELOPMENT

### e.) Future Plans/New Initiatives

- **New WW Hastings Joint Venture; EXTERIOR:** Backfill of curb ongoing; Landscape install ongoing; **INTERIOR:** MEP ongoing; Overhead fire suppression ongoing; Grid ceiling install ongoing; Setting door frames ongoing; Drywall ongoing; Mud and tape ongoing; Duct and pipe hangers installation ongoing; Pipe and duct insulation ongoing; Electrical feeder cable installation ongoing; In wall plumbing, ongoing; In wall electrical ongoing; Electrical fixture install ongoing; Electrical devices install ongoing; Electrical hookup to mod furniture ongoing; Electrical hookup for GE equipment ongoing; Electrical hookup for Steris equipment ongoing; Kitchen equipment install ongoing; Flooring install ongoing; Restroom tile install ongoing; Priming and first coat painting ongoing; Install casework ongoing; Terrazzo install ongoing; VTC install ongoing; Wood ceiling install ongoing; Installing millwork.
- **CN/OSU Osteopathic Medical School –** Sector 1 upper level wall footing excavation ongoing; Sector 1 upper level wall footing concrete placement ongoing; Basement wall waterproofing ongoing; Installation of sanitary sewer line ongoing; Steel erection ongoing; Sector 1 agg base fill ongoing.

## FACILITIES MANAGEMENT

### f.) Future Plans/New Initiatives

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



**Cherokee Nation Outpatient Health Center**



**Cherokee Nation/OSU Osteopathic Medical School Building**



## CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

**Group:** Government Resources

**Month/Year of Report:** September 2019

**Executive Director:** Tina Glory Jordan

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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 September.

2. Fee to Trust applications. Decision received 9/13/2019 to take Sallisaw Food Distribution containing three acres into Trust. One additional application located in Adair County awaiting decision by the BIA.
3. Leases. Two restricted hunting leases were submitted to BIA and approved. Three tribal grazing leases were submitted to BIA and are pending approval.
4. Environmental Reviews. Two environmental reviews were requested and completed.
5. Inventory/Heirships, Administrative Law Judgments, Report for Distributions. Eight Inventory/Heirships were requested, completed and returned. Two ALJs were requested, completed and returned. Eight RFDs were requested; 2 have been processed.
6. Quiet Titles. One quiet title notice was received, researched and returned.
7. Last Will and Testaments. Two LW&Ts were prepared and endorsed.
8. Restriction Removal Applications. Two restriction removal applications are awaiting approval from BIA.
9. Rights of Way/Easements (Trust and Restricted). Four rights of way were approved on trust properties.
10. Rights of Entry. Eight rights of entry were requested and prepared.
11. On-Site Inspections, Home visits, Trespass issues. Seven on-site inspections were requested and completed. One home visit was requested and completed. Four trespass issues were reported and addressed, two are still pending.
12. Maps/platting. 16 requests for maps/platting assistance were received and completed.
13. Jurisdictional calls. 65 jurisdictional calls were completed during the month, with 20 after hours.
14. District Court Probates. All new probate applications are being researched in preparation for filing in District Court.
15. Stats. 66 client sign-ins (walk-ins), 71 phone inquiries, 29 obituaries were processed.
16. Financial transactions. During the month of August, \$100,972.99 processed through the lockbox and \$61,749.96 processed as lease payments.
17. TAAMS. Two staffers continue to encode into the Trust Asset and Accounting Management System (TAAMS) at the BIA-EORO three days each week.

18. Impact Aid. Two impact aid verifications from the US Department of Education were processed during the month.
19. Additional items. The audit opening was held on September 18. The process will continue possibly through November.



# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Sep (FY19)  
Wayne Isaacs, Senior Director of Environmental Programs

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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)	124	839	93%
6 ERR (Roads)	0	2	33%

### b.) Lead-Based Paint Activities

Goal Requirement	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	12	153	61%

### 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	8	112	75%

### e.) Home Energy Audits

Goal Requirement	# this month	Year to date	% of annual goal
200 Energy Audits	3	68	34%

### f.) Mold/IAQ Inspections

Goal Requirement	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	11	44	147%

### g) Landfill Inspection, and Permit work - Dates & Meetings:

Aug 30<sup>th</sup>, Sept 3<sup>rd</sup>, Sept 9<sup>th</sup>, Sept 10<sup>th</sup>, Sept 11<sup>th</sup>, Sept 12<sup>th</sup>, Sept 13<sup>th</sup>.

Construction on the new cell is going well, but has been somewhat delayed because of the weather. Both the clay liner and the synthetic liner are 100% finished.

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

## **II Highlights:**

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

- Staff will perform quarterly audits and maintenance at all sites this month; this includes cleaning the manifold, replacing air filters, and replacing tubing and desiccant as needed.
- Staff will submit the 4<sup>th</sup> quarter air monitoring report to EPA Region 6 this month; this will also serve as the final report for FY19.
- Staff will attend the NTAA Member Tribe feedback call on September 26<sup>th</sup>.

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

- Staff ran bacteria samples for the City of Tahlequah from Town Branch on August 22nd, August 29th, September 5th, September 12th and September 19th as part of an ongoing study to delist Town Branch from the Oklahoma 303d impaired waters.
- Staff sampled Eucha Lake and Spavinaw Lake on September 4th for water quality purposes. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, TDS, Total Phosphorus, Sulfate, Nitrate, Nitrite, permit metals, and TKN.
- Staff sampled Eucha Lake on August 12th for water quality purposes. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, TDS, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff sampled Saline Creek, Spavinaw Creek, Spring Creek, and Fourteen Mile Creek September 10th-12th. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.
- Staff sampled Caney Creek, Little Lee Creek, Flint Creek, and Sallisaw Creek the week of September 17th-19th. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, Total Phosphorus, Sulfate, Nitrate, Nitrite, and TKN.

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

- Staff will attend the Cherokee Nation EVS Safety Committee meeting at the Three Rivers Clinic in Muskogee and give a brief presentation on bed bugs.
- Staff has coordinated with project officer Eric Nystrom to schedule a meeting at the CNEP offices on September 26<sup>th</sup> with the new Region 6 Branch Chief, Monica Smith and the new Region 6 Section Chief, Robert Lushek.

## CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff is working with Kenneth McPherson/EPA Region 6 to schedule a Community IPM workshop for the FY20 grant period.
- Staff continues to enter pesticides application notifications received for the current quarter.

### d) Underground Storage Tank (UST) Program

- Staff performed a monthly compliance visit to OP1/Roland Travel Plaza on August 21<sup>st</sup> to conduct walk-through inspections of both facilities. There were no observations at Roland but there is still a water issue at OP1 that CNB is working to correct.
- Staff provided UST pre-EPA inspection audits for OP1 and Roland on September 5<sup>th</sup>. The only deficiency found was the persistent water problem at OP1.

### e) Superfund Program

Staff conducted site reconnaissance and completed the Pre-CERCLA Report for Patch Supply Site, located in Nowata, Oklahoma. This site is an abandoned oil/gas business. This report has been submitted to the EPA Region 6 Superfund Program.

### f) NAHASDA

- Staff received a Phase I Environmental Site Assessment (ESA) request from the Cherokee Nation NAHASDA for the Mud Valley Road Property. Staff contacted Joel Bean, with Cherokee Nation Real Estate, to confirm that the Property was in Trust for Cherokee Nation. Staff researched the title history of ownership and past uses. The property was set up in the Parcel Platform to begin the Phase I ESA report. Environmental Data Resources (EDR) Reports were ordered and received for the Property. The EDR Historical Topographic maps, Historical Aerial maps, and Radius Map Reports were reviewed prior to the initial site reconnaissance. A site reconnaissance included taking photos of the property and adjacent properties, and a walk-through of the 20 acres that will be used to construct 15 new single-family dwellings, including water and sewage connection and installation. An additional site recon was conducted at the Property using the drone for aerial photographs. All the photos from the site reconnaissance and the drone were downloaded and saved to the file folder. The Phase I Environmental Site Assessment (ESA) is being conducted for Cherokee Nation NAHASDA Program.
- Staff reviewed the Phase I ESA for Kirk Property that was conducted in 2011. The Mud Valley Road Property is a parcel of the Kirk Property. Environmental Data Resources (EDR) Reports, historical aerial maps, historical topographic maps, photos, and research documents were downloaded from the Parcel Platform and saved to the Kirk Property file folder.
- Staff conducted the title history research for the McFarland NAHASDA Property.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff continued to work on the Phase I ESA Report for Midge Glory Addition for Cherokee Nation NAHASDA. This report has been completed.

## g) Natural Resource Damage Assessment and Restoration (NRDAR)

Staff participated in the U.S. DOI/Tribes Conference call on September 3<sup>rd</sup>. This conference call focused on U.S. DOI updates, Economic Paper Follow up discussions, and training opportunities.

### Tar Creek

- Cherokee Nation signed the Tar Creek Trustee Council's Resolution to approve and finalize the Tribal Interview Study. The original signed document has been submitted to the Lead Administrative Trustee.
- Staff participated via conference call for the Tar Creek Trustee Council Indian Tribes Meeting via conference call on September 13<sup>th</sup>. This meeting focused on tasks, Assessment Studies, OU4 and OU5 timelines, Terrestrial RCDP, Restoration Next Steps and the upcoming Tri-State Meeting.

### National Zinc:

No activities were conducted during this monthly timeframe.

### Tulsa County Smelter Complex:

Staff corresponded with BIA about the US DOI NRDAR funds for the Tulsa County Smelter NRDAR Project. Additional funds have been received.

## h) LEAD-BASED PAINT CERTIFICATION

- Staff conducted Lead-Based Paint outreach at Will Rogers Health Center in Nowata and the Salina Clinic.
- Staff participated in the Region 6 Lead Grantee Conference in Dallas Texas. Topics of discussion were: New Lead in Dust Standards, Grant Updates, Enforcement Updates, LBP Mapping and State/Tribal Presentations.
- Staff audited the LBP Supervisor initial course presented by Oklahoma Association of Community Action Agencies at the Cherokee Nation TERO office in Tahlequah.

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

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

- Staff is compiling GAP ITEC and GAP CORE year-end progress report on GAP Online.
- Staff completed a short news article about CNEP recycling with Will Chavez of the Cherokee Phoenix.
- Staff is compiling information on dump sites in the Cherokee Nation from iSTARS database to produce maps of their locations.

## **j) Household Hazardous Waste**

- Staff partnered with Cherokee Nation Warehouse and Information Technology (IT) to conduct electronic waste (E-waste) collection events for Cherokee Nation Employees. CNEP Staff conducted two e-waste collection events at the Cherokee Nation Warehouse on September 11<sup>th</sup> and September 13<sup>th</sup>. Staff worked on preparation and planning activities for the e-waste collection events.
- Staff participated in the City of Tahlequah's Fall Household Hazardous Waste Collection and Clean up event on September 14<sup>th</sup>.
- Cherokee Nation received notification on the award for the second Hazardous Waste Grant. EPA is providing an additional \$1,000 for the total of \$99,000 for the new award. Staff revised the Work plan, Budget and 424 Forms. Staff worked with Cherokee Nation's Grants Development Team to submit this information to EPA.

## **k) E-Enterprise**

- Staff corresponded and planned the Tribal EELC (E-Enterprise Leadership Council) Meeting during the Tribal Lands and Environmental Forum. Staff facilitated the meeting and a new Tribal Chair was elected.
- Staff attended the E-Enterprise Leadership Council Session at the Tribal Lands and Environmental Forum.
- Staff continued corresponding with Tribal EELC Representatives on the upcoming Governance Chair Meeting and has helped set up Lauren Fox on all the Governance Chair Calls and for the upcoming face to face meeting.
- Staff participated in the Tribal Chair conference call with Cherokee Nation Staff and EPA. This call focused on the Tribal Chair responsibilities, tasks and project updates.

# CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

- Staff participated in one EELC Governance Chair Conference Call. This call focused on planning activities for the Face to Face Governance Chair Meeting.
- Staff participated in the SIREN Pilot E-Enterprise Planning Call for the EE Emerging Contaminants Workgroup. This call focused on planning activities and the SIREN Tool specific to the risk communication process and the pilot of testing it with one or two chemicals.
- Staff has identified Tribal Lead Representative for the QAPP Terms and Conditions Sub workgroup and a Tribal Lead Representative for the Emerging Threats/Risk Communication/SIREN Tool Workgroup.
- Staff participated in the Emerging Threats/Risk Communication Conference Call with EPA and the Chair of the National Tribal Toxics Council. This call focused on the new workgroup and Tribal representatives to participate in the SIREN Tool.

## l) Realty:

No sites were assessed this month.

## m) ATTAINS Environmental Exchange Network Grant

- Staff attended the Tribal ATTAINS Pilot Session at the Tribal Lands and Environmental Forum.
- Staff participated in one ATTAINS Pilot Conference Call to discuss the status, next steps and the pilot project.

## n) E-Enterprise for the Environment

- Staff participated in the EE QAPP Chairs Coordination Conference Calls on June 24<sup>th</sup> and July 8<sup>th</sup>. This call focused on tasks for the QAPP Workgroup and preparing for the full EE QAPP Conference Call.
- Staff participated in the QAPP Lean Implementation Plan Workgroup Conference Call on June 26<sup>th</sup>. This call focused on Workgroup activities and tasks.

## o) Energy

Staff continues to review and revise the Cherokee Nation Strategic Energy Plan.