

Oneida Business Committee Meeting Agenda Request Form

1. Meeting Date Requested: 3 / 25 / 15

2. Nature of request

Session: Open Executive - justification required. See instructions for the applicable laws that define what is considered "executive" information, then choose from the list:

Agenda Header (choose one): Community Development Planning Committee

Agenda item title (see instructions):

1st Quarter Report FY '15 (Oct. 2014 - Dec. 2014)

Action requested (choose one)

Information only

Action - please describe:

Request to accept the CDPC FY '15 1st Quarter Report

3. Justification

Why BC action is required (see instructions):

OBC approves CDPC Quarterly Reports

4. Supporting Materials

[Instructions](#)

Memo of explanation with required information (see instructions)

Report Resolution Contract (check the box below if signature required)

Other - please list (**Note:** multi-media presentations due to Tribal Clerk 2 days prior to meeting)

- | | |
|----------------------|--|
| 1. Draft Agenda | 3. Draft Charter |
| 2. Planning Document | 4. Project Rev. '11-'14 & Projects '14-'17 |

Business Committee signature required

5. Submission Authorization

Authorized sponsor (choose one): Melinda J. Danforth, Tribal Vice Chairwoman

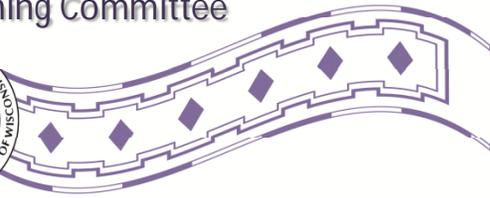
Requestor (if different from above): _____
Name, Title / Dept. or Tribal Member

Additional signature (as needed): _____
Name, Title / Dept.

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Name, Title / Dept.

- 1) Save a copy of this form in a pdf format.
- 2) Email this form and all supporting materials to: BC_Agenda_Requests@oneidanation.org

Community Development
Planning Committee



To: Oneida Business Committee

From: Melinda Danforth, Vice-Chairwoman

Date: March 17, 2015

Re: Community Development Planning Committee (CDPC) Quarter I Report - October 2014 to December 2014

The Community Development Planning Committee (CDPC) started to meet unofficially in September 2014. The committee consists of five Business Committee members;

1. Melinda Danforth, CDPC Chair
2. Tehassi Hill, CDPC Vice-Chair
3. Lisa Summers, OBC Secretary
4. Jennifer Webster, OBC Councilwoman
5. Fawn Billie, OBC Councilwoman

During the months of September, October, and November 2014 the committee held multiple working sessions and accomplished the following:

- A. Created the purpose of CDPC: "To ensure the Land Use Plan, Comprehensive Plan, and Vision Oneida Plans are working in coordination with each other to improve the Oneida Tribal community and operations."
- B. Reviewed the previous committee's project document to determine which projects were inactive, active and/or needed follow-up.
- C. Adopted a new logo to identify the new CDPC.
- D. Created a project plan to determine how to move forward to learn the various documents and active projects. (attached)
- E. Created a new "draft" charter. (attached)
- F. Created a new agenda outline for future meetings. (attached)

In December 2014, the CDPC held its first official meeting. Over the next three months (January 2015 – March 2015), the CDPC agendas have mainly included reports from each of the identified “active” projects to learn their statuses and understand their needs and expectations of CDPC.



I. Call to Order and Roll Call

___ Melinda J. Danforth, CDPC Chair
___ Tehassi Hill, CDPC Vice Chair
___ Jennifer Webster, Councilwoman

___ Lisa Summers, OBC Secretary
___ Fawn Billie, Councilwoman
(P- present, A- Absent)

II. Approve the agenda

III. Minutes to be approved

IV. Follow-ups/Directives

1. One Stop 54 Facility Monthly Report – Michele Doxtator
2. SEOTS Building Update -

V. New Business

1. Land Use Directive from OBC - Troy Parr
2. Community Recreation Facility Update – Melinda J. Danforth

VI. Reports

1. Facilities Management Team (FMT) Master Plan Update – Jacque Boyle
2. Oneida Community Integrated Food System (OCIFS) – Bill Ver Voort
3. Housing – Scott Denny
4. Development Division – Troy Parr
 - A. CIP Projects
 - B. Vision Oneida
 - C. Comprehensive Plan
 - D. Land Use

VII. Additions

- 1.
- 2.

VIII. Recess/Adjourn

IX. Executive Session

Community Development Planning Committee (CDPC)

DRAFT CHARTER

Committee Purpose:

To ensure that the Land Use Plan, Comprehensive Plan, and Vision Oneida Plans are working in coordination with each other to improve the Oneida Tribal community and operations.

Committee Scope:

1. Coordinate all policy matters relating to land use (agriculture, soil, water, conservation, residential) in cooperation with any interested governmental agency.
2. Act as the oversight committee for all business units, boards, committees, and commissions related to the areas of Environmental Health & Safety, Land Management, Development, Housing, Department of Public Works, and Transportation.
3. To ensure the plans are consistent with the Four Strategic Directions as determined by the OBC at the beginning of the 2014 term:
 - a. Advancing On^yote?a.ka Principles
 - b. Implementing "Good Governance" Processes
 - c. Committing to Build a Responsible Nation
 - d. Creating a Positive Organizational Culture
4. Represent any of these areas when legislative issues arise and to forward to the LOC as necessary.
5. Review the annual budget with regards to areas of policy oversight assigned to this committee and make recommendations to the OBC during the annual fiscal year budget process.
6. Act as the committee for the review of contracts with the US government or any agency thereof, contracts with the State of WI or any agency thereof.
7. Review long-range and short-range planning of Tribal-related capital improvement projects.
8. Develop, review and make recommendations to the Legislative Operating Committee on proposals for legislation and administrative rules on areas of policy oversight assigned to this committee.

9. Work with the CFO to include financial reports on any resolutions, policy, ordinance or proposal recommended by the CDPC prior to submitting to the LOC or OBC.
10. Address any other types of requests, concerns or considerations prior to addressing with the OBC.
11. Propose and/or recommend action to the OBC for review and approval.

Project Goals:

1. Not determined

Team Deliverables: (Outcomes, or what people will see)

The team will: (not determined)

- Establish
- Partner
- Create

Team Roles and Responsibilities:

- Attend scheduled meetings.
- Complete assignments within desired time frame.
- To be familiar with the three plans.
- To work as a team, collaborate, and assist as needed for each other.
- To clear roadblocks and seek opportunities.
- Attend Land Commission meetings to understand their goals and support their efforts.
- Drive the agenda to look at the big picture.

Meeting Protocols:

- Follow the formal agenda
- Dialogue can be informal after opening the meeting
- Meet in a table formation so everyone is at the same table.
- Motions can be made after dialogue is closed.
- Have regularly-scheduled meetings.

Team Members:

1. Melinda J. Danforth, CDPC Chair
2. Tehassi Hill, CDPC Vice-Chair
3. Lisa Summers, Tribal Secretary
4. Jennifer Webster, Councilwoman
5. Fawn Billie, Councilwoman

**Community Development Planning Committee
Planning Document
November 24, 2014**

CDPC – Meeting Standards with Participants

- Follow the formal agenda.
- Dialogue can be informal after opening the meeting.
- Meet in a circle formation – everyone at the same table.
- Motions can be made after dialogue is closed.
- Have regularly- scheduled meetings. (1st Thursday of each month)

CDPC Team – Actions to be taken

- Create letterhead (Agenda for 11/24/14)
- Get a tour from Maryjo Nash (Scheduled for 12/17/14)
- Create a charter
 - o Purpose
 - o Vision
 - o Team work
 - o Collaboration
 - o Clear roadblocks
 - o Drive the agenda to look at the big picture
 - o Align with the OBC by bringing issues and decisions to them as a presentation to be supported.
 - o Communication plan & share our strategic perspective with petitioners, etc.)
 - o Attend Land Commission meetings to understand goals & support efforts
- Get familiar with the three documents.
- Post land use plan maps in buildings.
- Review previous term's document to determine what is active/non-active

CDPC Review of 2011 - 2014 Projects
02/26/15

Project	Complete	Need Update	Submitted by	OBC
7871 Tribal Charitable Giving Initiative	X	X		FAWN
Airport Development Plan		X	TROY	JENNY
Agricultural Strategy		X	RALINDA	JENNY
AmeriCorp Planning Grant	X		NORBERT	JESSICA
AJNH - Old Building	X	X	MIKE & SAM	JENNY
Biomass Update	X			
Branding Initiative		X	NATE	DANELLE
Cannery Boiler Funding Request	X	1/7/2015	JOANIE	JENNY
Capital Improvement Process	X	X	TROY	JESSICA
Cemetery, James White	X	X	PAUL	JESSICA
Cemetery Update	X	X	DAN SK.	FAWN
Central Oneida Catalyst Projects	X	X	PAUL	JESSICA
CMN in Central Oneida		X	TROY	FAWN
Communications Tower Ordinance	X			
Community Plan Summit - Vision Oneida	X	X	TROY	FAWN
CDPC- budget, sign-off, reports, quorum	X			
Community Family - Youth Facilities	X			
Community Food Program		1/7/2015	JOANIE	JENNY
Comprehensive Plan Review/Summit	X	X	TROY	FAWN
Contaminated Land Lease	X			
Crosswalk Signs	X			
Demolitions Report	X	X	LORI	DANELLE
Discover WI Birding Segment	X	X	TROY	FAWN
Duck Creek Trail Update	X			
Earth Day Tree Giveaway - Fund Request	X			
Emergency Alarm Permits		X	TROY	FAWN
Emergency Operations Plans	X			
Energy Assessment	X			
Energy Optimization Model	X			
Energy Reduction Project, Conservation	X			

Project	Complete	Need Update	Submitted by	OBC
Energy Team Update	X			
FMT	X			
Facilities Master Plan Discussions		X	JACQUE	JESSICA
Facilities Tour	X			
Farm CIP Project		1/7/2015	JOANIE	FAWN
Farm to School Grant Program	X			
Farmer's Market	X			
Fishery Project, Oneida Lake		X	PAT	DANELLE
Food Hub Initiative		1/7/2015	JOANIE	FAWN
Hwy 54 Pedestrian Bridge	X			
Hwy H Rec Center - Renaming	X			
Hobart Permitting	X			
Holy Apostles Renovation Project	X			
Homeless Shelter	X			
Housing		X	TROY & SCOTT	FAWN
HRD Building	X	X	PAUL	JESSICA
Independant Community Devt Corp (Godfrey & Kahn)	X			
Jonas Circle Area Sewer System	X			
Lake & Communit Event Area Projects	X			
Land Use Related Legislations	X			
Live, Sustain, Grow Project		X	BECKY	DANELLE
Long House Village, Oneida		X	MICHELLE	FAWN
LUTU Process	X	X	TROY	FAWN
Native Nation Building Proposal	X			
OCIFS Quarterly Report	X	X	BILL V	JESSICA
One Stop 54 Facility Monthly Report		X	MICHELE	JESSICA
Oneida Vision , Organization Structure to Implement	X			
Parish Hall Vacant Office Space Request	X			
Parks and Roads Concerns	X			
Planning Session Update (Executive)	X			

Project	Complete	Need Update	Submitted by	OBC
Public Use of Land/Tresspass signs Request	X			
Safety Study Site One		X	TROY	FAWN
SEOTS Building/Project Update		X	TROY	FAWN
Service Road and Riverdale	X	X	TROY	FAWN
Shepards Path Citizen Complaint	X			
Signage Program, Oneida Locator	X			
Site One - Speed Limit Reduction and Stop Sign	X			
Snow Removal, New Trails	X	X	TROY	FAWN
Studio: Indigenous	X			
Sundance Avenue - Property Complaint by Petitjean	X			
Sustainable Design Team	X			
Tibal Permitting Process	X			
Turtle Roundabout Landscaping	X			
Vacated Buildings	X			
Visitors Center, Oneida Cultural Campus		1/7/2015	JOANIE	FAWN
Zoning Fee and Fine Schedule Resolution		X		DANELLE

CDPC Projects 2014 - 2017**Updated 3/05/2015**

Project	Status/Priority	Contact	Notes
Airport Development Plan		TROY	Presented 01/15
Agricultural Strategy		RALINDA	
Amphitheater - Cultural Campus		MICHELLE	Presented 01/15
Barn Renovation Project		ANITA	Presented 01/15
Branding Initiative		NATE	April agenda
CMN in Central Oneida		TROY	Presented 03/15
Community Recreation Center		TROY	Presented 12/14
Emergency Alarm Permits		TROY	Presented 01/15
Facilities - comprehensive maintenance plan for all Tribal buildings (incl. budget estimate)		JACQUE	April agenda - prepare for budget
Facilities Management Team (charter, plan, budget)		JACQUE	May agenda
Farm CIP Project (birthing barn)		JOANIE	Presented 01/15
Fishery Project, Oneida Lake		PAT	Presented 01/15, Update on March agenda
Food Hub Initiative		JOANIE	Presented 01/15
Housing		DALE	Presented 12/14 by Scott, Update on March agenda
Land Use Directive by GTC		TROY	Presented 02/15
Live, Sustain, Grow Project		GENE	Presented 03/15
Project	Status/Priority	Contact	Notes

Long House Village - Cultural Campus		MICHELLE	Presented 01/15
Museum - Cultural Campus		MICHELLE	Recommendation 01/07/15 meeting notes
OCIFS Projects (Market, Youth)		BILL	Presented 12/14 Reports quarterly
One Stop 54 Facility		MICHELE	Reports monthly
Safety Study Site One		TROY	Presented 03/15
SEOTS Building/Project Update		PAUL	Presented 12/14
Visitors Center, Oneida Cultural Campus		JOANIE/ ANITA/ MICHELLE	Presented 01/15
Zoning Fee and Fine Schedule Resolution			April agenda