

# Oneida Business Committee Meeting Agenda Request Form

1. Meeting Date Requested: 09 / 24 / 14

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): Executive Manager's Report

Agenda item title (see instructions):

Development Division Quarterly Report

Action requested (choose one)

Information only

Action - please describe:

3. Justification

Why BC action is required (see instructions):

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)

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2. <div style="border: 1px solid black; height: 20px;"></div>	4. <div style="border: 1px solid black; height: 20px;"></div>

Business Committee signature required

5. Submission Authorization



Authorized sponsor (choose one): Butch Rentmeester, Division Director/Development

Requestor (if different from above):

\_\_\_\_\_  
Name, Title / Dept. or Tribal Member

Additional signature (as needed):

\_\_\_\_\_  
Name, Title / Dept.

Additional signature (as needed):

\_\_\_\_\_  
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

# Development Division

Wilbert Rentmeester, PE Division Director

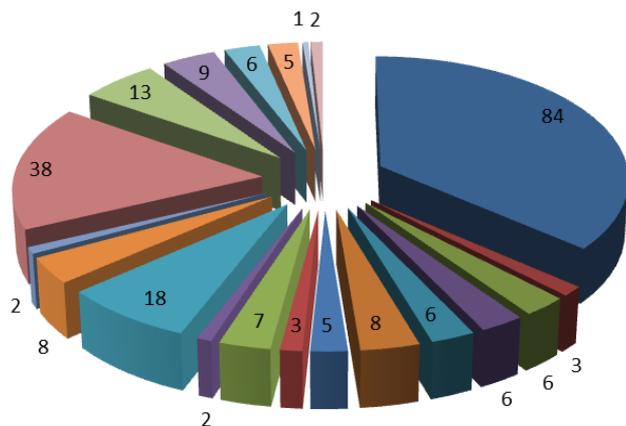
Quarterly Report: September, 2014

Revised:09/12/14

## Development Division – Quarterly report

- The strategic mission of the Development Division supports the overall physical well-being of our nation as expressed by planning, designing, constructing and maintaining the Tribal facilities, space and physical systems and provide accurate corresponding data to the nation.
- The Development Division consists of GIS, Planning, Engineering, Zoning, Department of Public Works, Waste Water Treatment Plant/Utilities and the Community Wells and Septic and most recently the Oneida Housing Authority. September 8<sup>th</sup>, 2014 there are a total of two-hundred and thirty two (232) employees in the Development Division.

### Total # of employees by Department



■ Custodial	■ OHA Maintenance	■ DPW Plumbing	■ Dev. Admin
■ GLIS	■ WWTP/Utilities	■ Planning	■ Zoning
■ OHA Maintenance	■ OHA Cprev	■ DPW Grounds	■ OHA Devlp
■ OHA Admin	■ Bldgf	■ OHA Rehab	■ DPW admin
■ DPW Automotive	■ Engineering	■ OHA/hstlp	■ Wells & Sept.

Custodial	84
OHA Maintenance	3
DPW Plumbing	6
Dev. Admin	6
GLIS	6
WWTP/Utilities	8
Planning	5
Zoning	3
OHA Maintenance	7
OHA Cprev	2
DPW Grounds	18
OHA Devlp	8
OHA Admin	2
Bldgf	38
OHA Rehab	13
DPW admin	9
DPW Automotive	6
Engineering	5
OHA/hstlp	1
Wells & Sept.	2

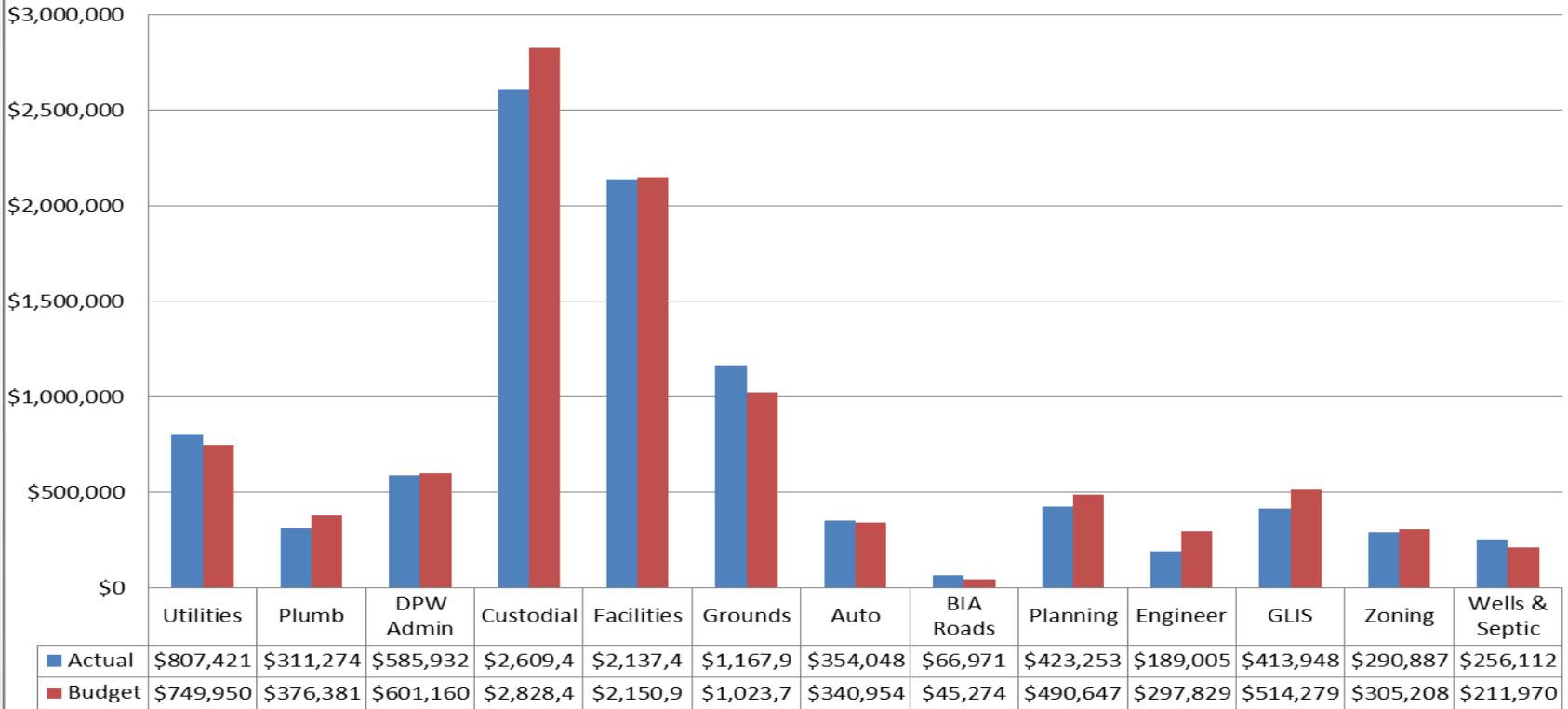
# Development Division – Quarterly report

## Oneida Housing Authority

<b>OHA Grant Balances</b>							
<b>As of:</b>	<b>07/31/2014</b>						
<b>OHA Grant Obligations and Current Spend Down</b>							
<b>Grant</b>	<b>PRT 00X Admin/Resident Services TLP/Maintenance</b>	<b>PRT 100 Develpmt</b>	<b>PRT 20X Crime Prv</b>	<b>PRT 300 Rehab</b>	<b>Model Activity</b>	<b>PRT 100 Infrastructure</b>	<b>Total</b>
06 IHBG							0.00
07 IHBG		60,065.72			100,000.00		160,065.72
08 IHBG							0.00
09 IHBG							0.00
09 ICDBG						376,613.77	376,613.77
09 ROSS							0.00
10 IHBG		160,484.33				300,000.00	460,484.33
11 IHBG		1,525,958.49	13,682.00			600,000.00	2,139,640.49
11 ICDBG		125,460.15					125,460.15
12 IHBG		1,957,421.46	118,191.00	458,095.00		200,000.00	2,733,707.46
12 ICDBG		597,510.36					597,510.36
13 IHBG	990,896.94	1,342,916.00	118,960.00	590,806.00			3,043,578.94
14 IHBG	1,038,259.00	1,903,643.00	118,960.00	590,806.00			3,651,668.00
HCRI				110,741.75			110,741.75
HOME				192,243.22			192,243.22
<b>TOTAL</b>	<b>\$ 2,029,155.94</b>	<b>\$ 7,673,459.51</b>	<b>\$ 369,793.00</b>	<b>\$ 1,942,691.97</b>	<b>\$ 100,000.00</b>	<b>\$ 1,476,613.77</b>	<b>\$ 13,591,714.19</b>
<b>GRANT SPEND DOWN</b>							
<b>FY 2014</b>	<b>\$ 3,524,713.27</b>						
<b>FY 2015</b>	<b>\$ 10,067,000.92</b>						

# Development Division – Quarterly report

## Development Division - FY14 Budget to Actual July 2014



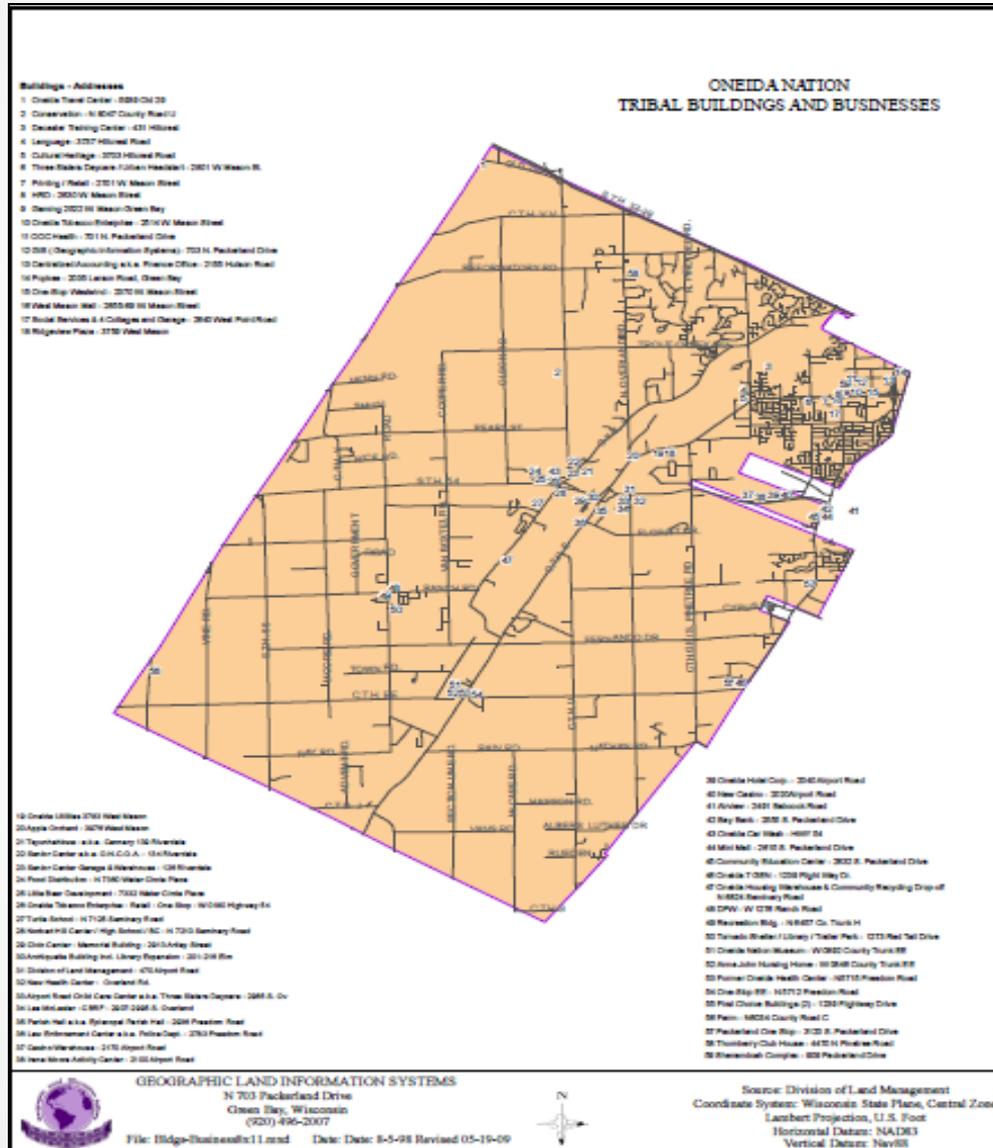
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## Development Division – Quarterly report

FY Budget thru July 2014, the Development Division has a positive variance of 3.33%

Department	Actual	Budget	Variance	%
<b>Utilities</b>	\$807,421	\$749,950	-\$57,471	-7.12%
<b>Plumb</b>	\$311,274	\$376,381	\$65,107	20.92%
<b>DPW Admin</b>	\$585,932	\$601,160	\$15,228	2.60%
<b>Custodial</b>	\$2,609,427	\$2,828,459	\$219,032	8.39%
<b>Facilities</b>	\$2,137,472	\$2,150,927	\$13,455	0.63%
<b>Grounds</b>	\$1,167,974	\$1,023,751	-\$144,223	-12.35%
<b>Auto</b>	\$354,048	\$340,954	-\$13,094	-3.70%
<b>BIA Roads</b>	\$66,971	\$45,274	-\$21,697	-32.40%
<b>Planning</b>	\$423,253	\$490,647	\$67,394	15.92%
<b>Engineer</b>	\$189,005	\$297,829	\$108,824	57.58%
<b>GLIS</b>	\$413,948	\$514,279	\$100,331	24.24%
<b>Zoning</b>	\$290,887	\$305,208	\$14,321	4.92%
<b>Wells &amp; Septic</b>	\$256,112	\$211,970	-\$44,142	-17.24%
BIA Advanced Funding	-\$30,028	-\$30,771	-\$743	2.47%
Transportation Planning	\$2	\$0	-\$2	-100.00%
Tribal Transportation	\$3,859	\$0	-\$3,859	-100.00%
Community Fire	-\$631	\$0	\$631	-100.00%
<b>Total FY13</b>	<b>\$9,586,926</b>	<b>\$9,906,018</b>	<b>\$319,092</b>	<b>3.33%</b>

# Development Division – Quarterly report



The Map to your left depicts the names and location of buildings the Oneida Tribe is responsible for maintaining.

To view the map in larger format, please visit site: <http://arcims.otiw.org/glis.html>. Click on Maps then Oneida Buildings in the format desired.

## Development Division – Quarterly report

- Communication for the Division - The Division Director continues to hold Director meetings bi-monthly. We continue to get information transferred among the staff in a more efficient manner.
- Project List by department: (Please call Manager for specific questions on each project)
  - **Engineering** – (contact Paul Witek: 920-869-4543)
    - Health Center Miscellaneous
    - Duck Creek Trail
    - Oneida Fishery Restoration
    - Oneida Community Trails: Safe Routes to school
    - Oneida Golf Enterprise Remodel
    - Cora House Community Sewer Extension
    - Park Upgrades Phase II
    - Green Earth Trailer Court Enhancements
    - Elder Village Infrastructure
    - Elder Village Cottages
    - Oneida Community Trails: Wolf Path
    - Community Signage
    - Main Casino Expansion
    - Mason Street Casino Expansion

## Development Division - Quarterly Report

- Engineering Continued
  - Building Demolitions
  - Casino Clean Agent Systems
  - Where the Waterbirds nest – Enhancements
  - Oneida Judiciary Center
  - 54 One Stop Replacement
  - Oneida Public Transit Garage
  - SEOTS Community Center
  - Oneida Nation High School
  - Cemetery Improvements
  - OHA Assistance
  - Uskah Village Infrastructure
  - Uskah Village Apartments
  - OCHC Pharmacy Remodel
  - ONHS Kitchen Renovation
  - Oneida Farms Birthing Barn
  - Early Head Start Building
- WWTP/Utilities
  - I H S Water system analysis

## Development Division - Quarterly Report

- Department of Public Works
  - Replace boiler and add 2<sup>nd</sup> boiler at Skenandoah - Completed
  - NHC Cooler/Freezer - Completed
  - NHC replace elevator
  - NHC install gas fired steam kettles and remove old boiler
  - Replace fluorescent fixtures at Skenandoah
  - HVAC controls web interface and upgrade at various buildings
  - Replace and add surge protection at various buildings
  - Oneida High School security camera upgrade and expand system
  - Install new electrical service for MIS room upgrade and Skenandoah
  - Remodel for Judicial Center
  
- GIS
  - 911 – In process of updating system with Premeir One.
  - LUTU – Continuously on going
  - Community resource maps – ongoing
  - Allotment Project – Updating original allotment maps of 1897 though research and continuous education
  - Flyover – Flyover ortho portion complete, all municipalities are reviewing their data. Due to unforeseen contingencies beyond our control, we will need to amend contracts.
  - Services – We service Tribal members and 52 Departments of the tribe.

# Development Division Quarterly Report

- Below indicates Number of Work Orders for the reporting quarter: (This does not include the day to day routine daily required duties of each department.)

	7/31/14	8/31/14	9/12/14	TOTAL
GLIS	425	469	71	965
Waste Water Treatment Plant	55	49	9	113
Automotive	105	99	32	236
Custodial	2	1	1	4

# Archibus Work Order Report from the Department of Public Works

## DPW Archived Work Requests by Problem Type

PROBLEM TYPE	Month/2014								
	Total	Jan	Feb	March	Apr	May	June	July	Aug
<b>Total</b>	1,704	215	199	192	215	192	202	227	218
<b>BLINDS</b>	5			2				1	2
<b>CARD ACCESS</b>	26	1		3	1	1	7	3	9
<b>CLEANING</b>	42	1	1	14	12	5	5	2	2
<b>CONSTRUCTION</b>	6	1		2		1		1	1
<b>COOLER/FREEZER</b>	3						1		
<b>DAMAGE</b>	6		1	1			1	3	
<b>DOOR-LOCKS-KEYS</b>	82	11	16	8	4	5	9	13	11
<b>ELECTRICAL</b>	107	13	15	7	28	3	1	22	17
<b>ELECTRICAL PROB</b>	39	5	5	3	9	3	2	5	6
<b>FINISHES</b>	2						1		
<b>FIRE SUPPRESSION</b>	2								2
<b>FLOORING/CEILING</b>	27	1	1	7	9	4	1	2	2
<b>FURNITURE RELAT</b>	151	35	19	22	21	14	11	16	12
<b>GROUNDS</b>	46	19	2		1	18	4		2
<b>HVAC</b>	233	43	27	15	25	36	41	25	16
<b>HVAC - INSTALL</b>	8				1	1	2	1	3
<b>HVAC-PM</b>	84		17	17			4	18	26
<b>LIGHTING</b>	89	8	11	14	13	7	6	17	10
<b>MAINTENANCE</b>	263	32	27	28	35	34	33	31	31
<b>OFFICE MOVE</b>	23	3	1	5	3		1	5	5
<b>OTHER</b>	177	20	27	13	17	18	23	23	34
<b>PAINT</b>	15			1	1	3	1	3	6
<b>PARKING LOT</b>	6		1			3		1	1
<b>PLUMBING</b>	155	13	22	7	16	24	34	26	6
<b>PREVENTIVE MAINT</b>	3	1		1		1			
<b>REMODELING</b>	6	2			1		2	1	
<b>RODENTS-INSECTS</b>	34	1	1	8	14	1	2	4	2
<b>ROOF</b>	15	2	3	1		1	2	1	4
<b>SAFETY</b>	17	2	2	3		1	3	2	4
<b>SECURITY</b>	3	1					2		
<b>SIGNS</b>	7			1	2	2	1		1
<b>SPECIAL EVENT</b>	8			4		3	1		
<b>TABLES-CHAIRS</b>	11			3	2	2	1	1	2
<b>UNUSUAL NOISE</b>	1			1					
<b>UNUSUAL SMELL</b>	1					1			
<b>VANDALISM</b>	1			1					

# 2014 DPW FACILITIES CAPITAL EXPENDITURE PLAN

LOCATION	DESCRIPTION	Type	Estimated cost	Control ID	Status/Comments	Schedule
Lift Stations	Replace relay system with PLC's	Electrical	\$303,000	2014-0010	PO's issued in July 2014	Electricians to begin work in Sept. 14
LBDC	Interior drywall/ceiling replacement	Remodel	\$150,000	2014-0011	PO issued in Aug 2014	Scheduled for Sept 2014
NHC	Replace roof over gymnasium	Roof	\$70,000	2014-0012	Bond Fund	Completed Sept 2013
Skenandoah	Replace boiler and add 2nd boiler	HVAC	\$120,500	2014-0014	Bond Fund	Completed Sept 2013
NHC	Cooler/Freezer compressor upgrades	HVAC	\$75,000		Funded through BIE	Completed Aug 2014
NHC	Replace elevator	Elevator	\$170,000	2014-0017	Finance approved Sept. 5, 2014	Install scheduled FY 2015
Skenandoah	Replace fluorescent fixtures	Electrical	\$90,000	2014-0018	1st floor installation completed in April 2014	2nd Floor to be completed FY15
Various	TAC Web interface & upgrade	HVAC	\$98,000	2014-0021	Installation in progress	Installation to be completed Sept. 2014
NHC	Replace kitchen boiler/gas fired Kettle	Operations	\$54,400		Funded through BIE	Completed Aug 2014
Various	Replace Flooring at 6 buildings	Flooring	\$85,000	2014-0023	Replaced flooring in fitness workout rooms, library, E&EE	Completed Aug 2014
Various	Replace add'l surge protection devices	Electrical	\$40,000	2014-0024	On phase 1 from FY13	Issue po for 2nd phase
Museum/Arch	Replace building automation controls	HVAC	\$29,000		Upgrade to system	Scheduled for Oct. 2014
NHC	Upgrade cameras also at Turtle	Security	\$200,000	2014-0025	PO issued August 2014	To be completed Sept. 2014
Turtle	Boiler room 3 way valve and air separator	HVAC	\$23,000	2014-0221	Improve energy efficiency	To be completed Sept. 2014
Elder Services	Replace Water softener	Plumbing	\$5,200		Equipment failure	Completed July 2014
Health Center	Replace roof over patient waiting area	Roof	\$17,000	2014-0222	PO issued July 2014	To be completed Sept. 2014
LBDC	Replace 3 boilers	HVAC	\$64,000		Beyond useful life	Scheduled for Oct. 2014
Museum	Replace boiler	HVAC	\$18,000	2014-0223	PO issued July 2014	To be completed Sept. 2014
E&EE	Replace cooler & freezer equipment	Operations	\$17,000	2014-0224	PO issued August 2014	To be completed Sept. 2014
SSB	Replace Fire hydrants	Utilities	\$28,000		Obtaining quotes	To be completed Oct. 2014
Health Center	Install Handicap door for Restrooms	Door	\$10,000	2014-0028	Need to obtain quotes	
<b>Total</b>			<b>\$1,667,100</b>			

# Development Division Quarterly Report

<b>AREAS of Responsibility</b>	
<u>Admin – DPW</u>	
Assets maintained in Dollars	\$600,000,000
Fleet Vehicles	195
Road Inventory in Mileage	312
Yearly Customers services	60,000
<u>Plumbing</u>	
Yearly Service Calls	600
Tribal buildings services	58
<u>Automotive</u>	
Average monthly vehicle serviced	190
<u>Grounds-keeping</u>	
Number of sites	55
Acres of Land	300
Total Acres of Lawn Maintained	250

# Development Division – Quarterly Report

<u>Groundskeeping ..continued</u>	
Total miles of snowplowing	300
Square feet of parking lots	3,145,804
<u>Facilities</u>	
Number of facilities/structures maintained	82 (Includes occupied and storage facilities)
Square feet of facilities maintained	1,172, 800. Sq. Ft.
Value of facilities and improvements (est.)	\$150,000,000
<u>Custodial</u>	
Number of 8 hour shifts	2
Square feet of buildings cleaned	1,500,000
Vans	7
Number of buildings services	62
<u>Engineering</u>	
Projects assigned yearly	20
<u>Planning &amp; Statistics</u>	
Short Term Projects	170
Long Term Projects	40

## Development Division –Quarterly Report

Planning and Statistics continued...	
Service meetings yearly	40
<u>GLIS</u>	
Customers Serviced Yearly	700
Maps generated	3,200
<u>Zoning</u>	
Fire Inspections	250
Commercial/Residence Inspections	1,800
Permits issued	FY 13 – 77
<u>Wastewater Treatment Plant/Utilities</u>	
Water Customers	633
Sewer Customers	558
Lift Stations	13
Well Houses	5
Other responsibilities include:	Centralized WWTP; Sand-hill Circle Wastewater Plant; AJNH Waste Water Treatment System; Site 1&2 Water Booster station; Rolling Hills Water Tower; Little Bear Water Tower.

## Development Division – Quarterly Report (Departmental Updates)

- GLIS : Cost containment continues to prohibit our employees from attending up to date training for future and current projects in the changing and upcoming system and updates. Photography section of flyover complete and waiting for review. Dedicated one staff member to the Oneida Police department for 911 geodata conversion of LUTU's from autocad to arcGIS. We continue to have parking problems due to the large number of people the EHN have visiting their department. (Vacant positions: 0 ; Celene Elm, GIS/IP Manager)
- Engineering : Department employment status; We are understaffed for the number of projects we currently have making it very difficult to properly manage them. Project schedules have been sliding due to workload of Project Managers. Sign off levels on purchase order approvals is very limiting and adds a significant amount of time to project . Projects are. Oneida Judiciary Center – Construction has started; Resident Centered Care Community – Coordinating completion of warranty items and project closeout; Oneida Public Transit Garage – Assembling a CIP Package for the project; Duck Creek trail – Preparing bidding documents for Phase IA Scope of work; Oneida Fishery restoration – Preparing bidding documents for Phase IA Scope of work; Building Demolition – Project finding activated. Coordinating with DPW on demolitions, Asbestos, abatement out for bids; Oneida Community Trails – Safe Routes to School – Finalizing easement agreements to allow project bidding; Oneida Golf Enterprise Remodel – Scheduling remaining Exterior work with operations to minimize conflicts; SEOTS Community Center – Bids received, construction contract in approval process; Elder Village Infrastructure – Construction complete except for electric utility work; Wolf Path – Waiting on #09-013, will be bid at same time; Community Signage – Initialed building signs installed; Main Casino Expansion – Construction complete except data center; completing punchlist and closeout items.; 54 One Stop Replacement – Holding community meetings to gather input on food amenity per GTC. Design will resume after budget confirmed.

## Development Division – Quarterly Report (Departmental Updates)

- Engineering continued: Numerous other CIP and Non CIP projects - Projects are in various stages of development or implementation. (Vacant positions: None. Senior Architect, Paul Witek)
- Planning & Statistics :The planning department continue to have 2 vacant positions. The need is to get these positions filled to support departmental function and manage current work load. Priorities: Comprehensive Plan, Land use Policy, Area Development Plans. The department completed the 2014 Update to the Oneida Comprehensive Plan. The Comp Plan was accepted by GTC. The department is also working on a Land Use Plan response for GTC. The Department will be working with the Land Commission to develop area develop plans for future Oneida Reservation Planning. The Quality of Life Survey results were compiled and distributed to the organization. The department continue it's role of processing LUTU – Part 2 Land requests. Uskah Village – An Architect and Civil Engineer has been selected. The design of this housing development began this summer. Comp Plan update accepted by GTC July 7, 2014. LaCrosse Field CIP Project started. Working on Economic Development. Duck Creek Trail Hub – Developing Concept. Highway 54 Design – currently involved in community meetings to gain additional community input. Area Development Plans – Central Oneida, Rural Nest, West Mason Street Corridor, 29/32 Interchange & 29 Corridor, Airport Development, Border protection and expansion. (Vacant positions; 1 ; Manager; Troy Parr, Assistant Division Director – Development Branch.)
- WWTP/Utilities : Staff continues to be extremely busy with day to day activities and maintenance of Utilities and WWTP duties; We currently have 636 water customers, 561 Sewer customers. (554 are water residential and 482 are sewer residential.) The rest are commercial or internal buildings. We continue to deal with Lift Stations plugging up which is very costly if we continue on like this.

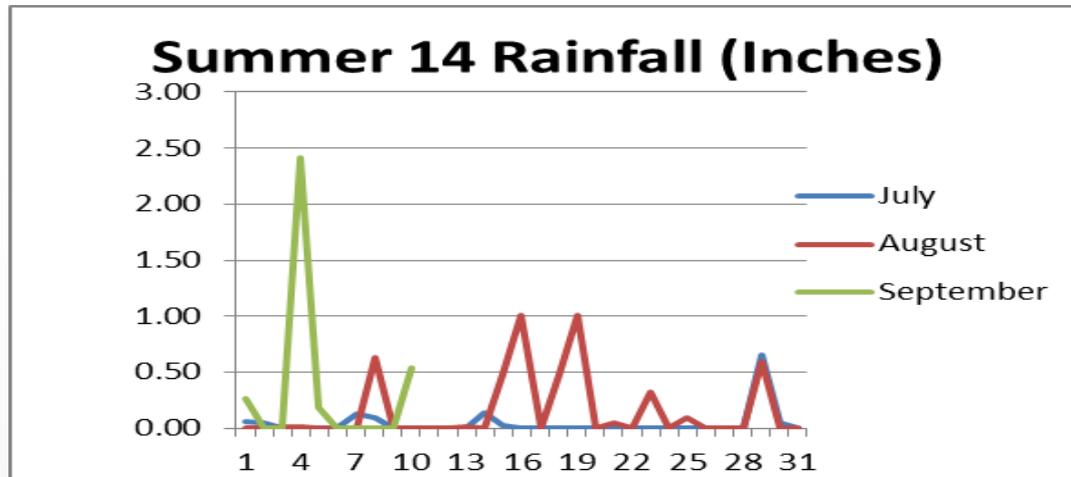
## Development Division – Quarterly Report (Departmental Updates)

- WWTP/Utilities continued. Projects: Water System Analysis – Test Well is complete. Contractor will be drilling the rest of the well the week of September 8<sup>th</sup>, 2014. Last month replaced ten existing water/wastewater control panels. We are replacing 10 existing water/wastewater control panels. We should receive the first control panel from B&B Technical services at the end of August 2014. We continue to have a key employee's leaving on medical, which will leave us very short on employees for on call needs, emergencies, repairs and maintenance. We also need to get additional employees hired soon to be prepared for possible retiree's in the near future. (Vacant positions: 0 ; Scott Cottrell, Manager.)
- Department of Public Works: Facilities –The DPW Area provides preventative and on-demand maintenance of facilities. The facilities are maintained according to all building codes, licensing requirements, and funding agency specifications so that they may continue to support the delivery of a wide range of governmental services. By coordinating the maintenance, inspection, and permitting of the life safety systems through DPW Facilities, the tribe incurs financial savings through efficient scheduling, volume discounts on supplies, and extended life of equipment. The need for additional front line employees to perform the work required to adequately maintain the ever growing number of facilities, related systems, and additional grounds. We are not allowed to increase number of positions, although there is a tremendous need to add younger employees in this area due to many department employees approaching retirement age. Skilled workforce requires years of experience to perform the necessary duties. Completed flooring projects throughout various facilities, Remodeled NHC kitchen and upgraded equipment, worked with Environmental to coordinate electronics clean sweep, working on Judicial Center remodel, Upgrading TAC controls to Web interface for HVAC at multiple buildings, planning/scheduling stage of NHC elevator upgrade.

# Development Division – Quarterly Report (Departmental Updates)

## Department of Public Works continued:

- Groundskeeping –Completed the demolition project at Schuman lumber property. Department continues to catch up on lawn cutting. The rain puts us behind schedule but also gives us time to do equipment maintenance such as washing and cleaning out trucks, cleaning lawnmowers, sharpening blades, oil changes, grease, etc... Also we have been assisting other departments when requested. Most recently the OLD HRD renovation involves the hauling of materials for Wells and Septic and Plumbing department. Grounds keeping continue to work with Cemetery Law revisions and team to identify overall improvements and maintenance needs of Cemetery. There are numerous other activities, which can be detailed if you contact the Assistant Development Division Director – Operational Branch – Bruce Danforth. (Vacant positions: 0; Bruce Danforth, Assistant Director/Operations.)



## Department of Public Works continued:

- Automotive – Completing Work orders for repairs and maintenance on departmental tribal vehicles in a timely manner. Continuing monitoring our monthly expenses. Automotive is working on closing out our Fiscal 2014 year end invoices, blanket purchase orders, and our inventory. Contacting Vendors to get bids so they can set up purchase orders. Current Manager is out on medical leave.
- Custodial – Issues – We keep getting more older employees, employees that have to take time off because they have been here over the 15 years and have to take vacation/personal time so as not to lose it. Not enough labor hours being used to the best of our ability. Some locations short on staff. Some buildings having enough staff but because a lot of our employees have to take vacation/personal time as to not lose it we become short staffed. We have senior staff that are not as fast as they once was and do not do as much as they used to be able to do. With cost containment and us having to cut staff we were to cut services to office area. The office employees do not understand and we keep getting calls everyday because a waste basket wasn't emptied or their floor was not dust mopped/wet mopped/vacuum. Custodial workers are getting stressed and burned out from working short. Health works now has over 4000 members and that has caused extra work for our department. They are doing the best with what they have to work with. Customers do not understand why we have to cut back on our services. Now that school is back in session, all yearly cleaning is completed. They can now get back to routine floor care of other buildings.

## Department of Public Works continued:

- Plumbing - Our objective is to install and maintain plumbing to protect the public's health, safety, and welfare of our people and our customers. Service calls for the month of August 1 – Comm Wells and Septic; 4 – Elderly Services; 14 – Facilities Department; 11 – Oneida Housing Authority, 1 – Utilities/Wastewater Treatment Plant; 10 from the Oneida Community.
  
- Zoning The position of Permit Processor will finally be filled on September 15, 2014. Susan Doxtator will be starting in her new position on this date. This will improve operations and allow the inspectors to have more time in the field and allow the Permit Processor to resume the duties of permit administration and handling. We are completing final occupancy Inspections of Countryville at Mason Street Casino; The three station food court and the Vince Lombardi Bar and Grill at the Main Casino. Projects: Well and Septic System data base – Currently developing a data base to track all septic systems on the reservation for on-going maintenance. Summer Fire Inspections – Currently completing Summer round of Semi-Annual Fire Inspections; Permit SOP – The Permit SOP is being drafted and currently under review. Building Inspections – On-going operations of construction inspections. Vacant positions: (1) Management staff include; Troy Parr, Assistant Division Director. Larry Cornelius, Senior Inspector .

- Oneida Housing Authority – New Construction update:
  - Elder Village & Green Valley Schedule

Elder Village & Green Valley Schedule			
	ITEM	DATE	STATUS
1.	Request for Proposals (RFP) issued	March 28, 2014	Completed
2.	Proposals Due at Oneida Engineering	April 10, 2014	Completed
3.	Selection Committee review proposals	April 17, 2014	Completed
4.	Notification to firms of selection	April 21, 2014	Completed
5.	Footings & Foundation work to resume	May 14, 2014	Started
6.	Selected firm to receive signed contract to begin work	May 16, 2014	Completed
7.	Completion of Construction Documents	September 3, 2014	Completed
8.	Request for Bids for Construction	September 5, 2014	Completed
9.	Bids due for Construction	September 23, 2014	
10.	Notification to firms of selection	September 26, 2014	
11.	Selected firm to receive signed contract to begin work	October 22, 2014	
12.	Construction begins	October 23, 2014	

# Development Division – Quarterly Report (Departmental Updates)

- OHA – New Construction update continued”

504 Duplex’s Metoxen Lane	Green Valley II	Elder Village	Uskah Village Infrastructure & Architectural Design
<ul style="list-style-type: none"> <li>▪ 100% Occupied</li> </ul>	<p>The footings and foundations are complete.</p>	<p>We are currently in the Bid Phase.</p>	<p>Dimension IV, James LaPlant &amp; OTIE as a team were selected from the RFP &amp; Interview Process to design the Uskah Village Infrastructure and the Architectural design of the apartments.</p>
<ul style="list-style-type: none"> <li>▪ The landscaping will be next spring.</li> </ul>	<p>We are currently in bid phase.</p>	<p>Completion of Construction documents Friday, June 20, 2014. Bids due September 23, 2014.</p>	<p>Currently Dimension IV &amp; OTIE have received notices to proceed.</p>

## Development Division – Quarterly Report (Departmental Updates)

- **Community Wells and Septic's:** Our department refers to service and assistance with Emergency projects: emergency private well water facilities, emergency private waste-water facilities within the Oneida reservation boundary. The primary focus of the Community Well & Septic Department is to protect the groundwater, the Well Abandonment Law, inventory of septic and well water systems sites and preventative maintenance. In addition to CWS manages the Indian Health Service Scattered Sites projects and the POWTS Replacement Project. **Highlights:** Completed HIS Final Inspections: In August with the HIS Engineering and Plumbers completed 13 final inspections for the JO5 and G 98 projects; Installed New water laterals & 1 new well drilling for Oneida Farm Cattle. 8 Monitoring Wells at the Oneida Cemetery; Plumbers measure the ground water levels from each well to see how well the drainage systems are working. So far they indicate that it is removing water from the site. Vacant positions: 0; ( Manager - Dennis Johnson,)

Comm. Well & Septic Customers August 2014 to September 2014	
Service	Home/Units
Septic Systems Installed	8
New Wells & Well renovation & New Water Supply	2
Emergency Well & Septic	39
WSLH & Badger Lab Water Samples	12
Emergency Pumping	17
Soil Evaluations	9