

Oneida Business Committee Meeting Agenda Request Form

Deadlines

Instructions

1. Meeting Date Requested: 04 / 11 / 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 below:

Agenda Header (choose one):

Agenda item title (see instructions):

Development Division - Development Branch Quarterly Report

Action requested (choose one)

☐ Information only

☒ Action - please describe:

Motion to accept the Development Branch FY '15 2nd Quarter Report

3. Justification

Why BC action is required (see instructions):

Mandatory quarterly reporting

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.

3.

2.

4.

☐ Business Committee signature required

5. Submission Authorization

Authorized sponsor (choose one):



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.

Development Division

Development Branch – Troy D. Parr

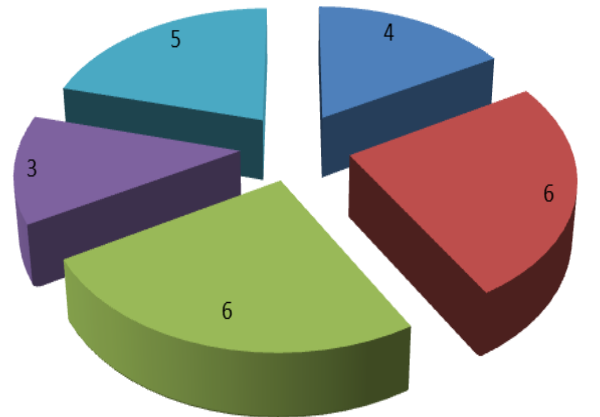
Quarterly Report: March, 2014

Revised: 03/16/2014

Development Division – Quarterly report

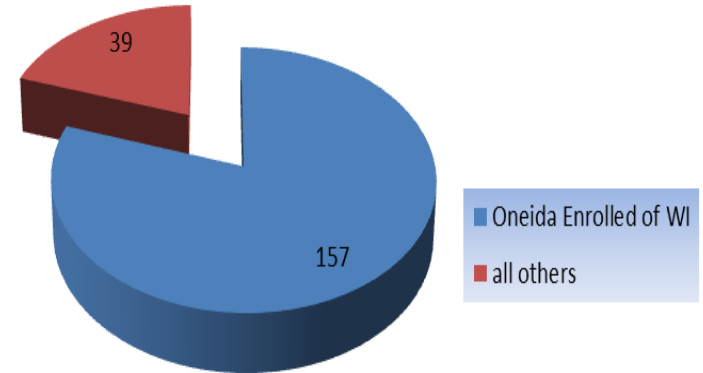
- The strategic mission of the Development Division supports the overall physical well-being of our nation as expressed by planning, designing, constructing and maintaining the Tribal facilities, space and physical systems and provide accurate corresponding data to the nation.
- The Development Division consists of GIS, Planning, Engineering, Zoning, Department of Public Works, Waste Water Treatment Plant/Utilities and the Community Wells and Septic.
- Due to the temporary re-organization of the Development Division, the department updates of this report is only for the Development Division/Development Branch departments. This includes Zoning, Engineering, Development Administration, GLIS and the Planning Department. The Operations Branch of Development as well as the Water/Wastewater Plant Director will be submitting their own Quarterly report as requested.

Employees by Department



■ Administration ■ GLIS ■ Planning ■ Zoning ■ Engineering

Tribal Members vs. all Others



This graph includes entire Development Division.

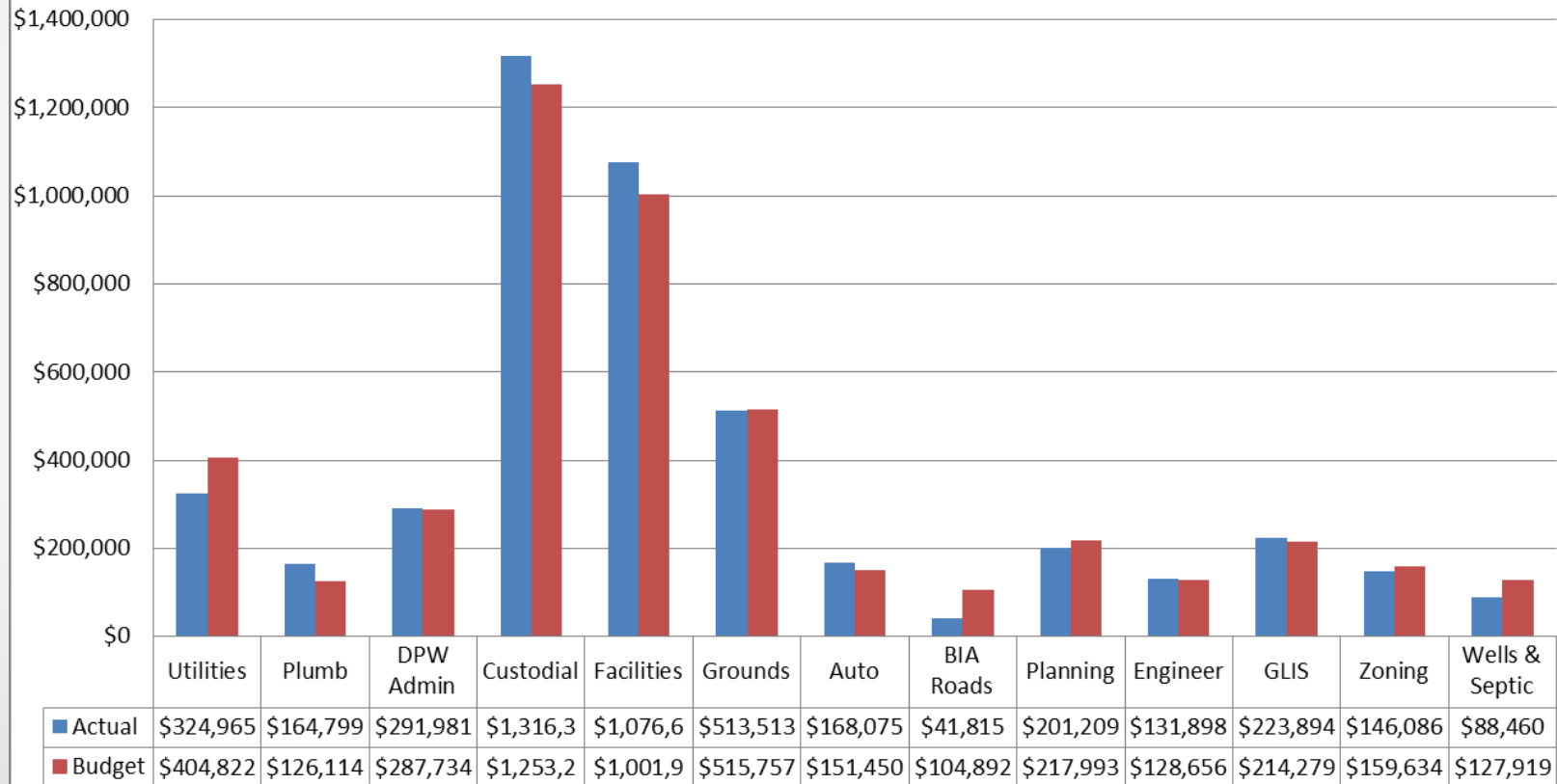
Development Division – Quarterly report

- FY Budget thru February, 2015, the Development Division has a positive variance of .09%

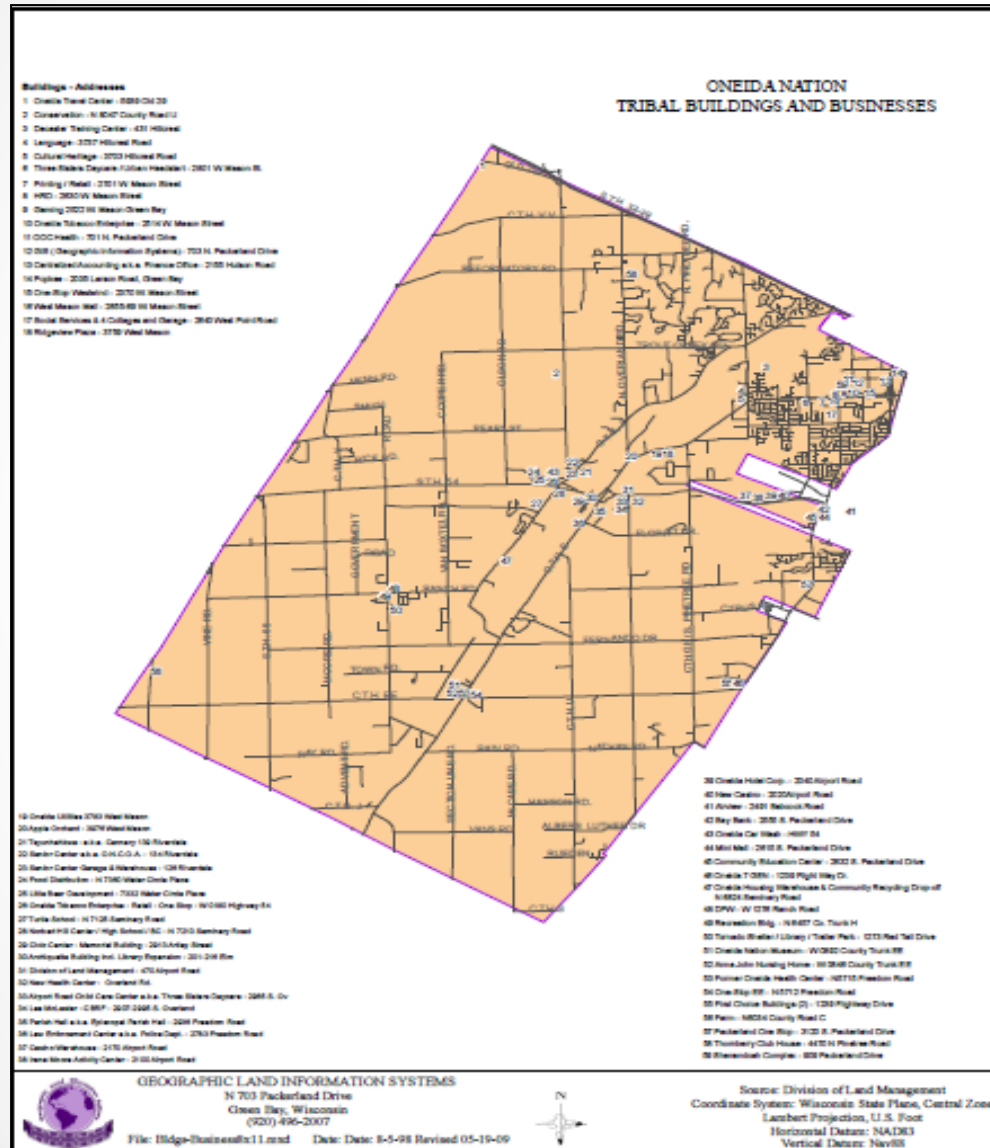
Department	Budget	Actual	Variance	%
Utilities	\$324,965	\$404,822	-\$79,857	-24.57%
Plumb	\$164,799	\$126,114	\$38,685	23.47%
DPW Admin	\$291,981	\$287,734	\$4,247	1.45%
Custodial	\$1,316,358	\$1,253,286	\$63,072	4.79%
Facilities	\$1,076,609	\$1,001,959	\$74,650	6.93%
Grounds	\$513,513	\$515,757	-\$2,244	-0.44%
Auto	\$168,075	\$151,450	\$16,625	9.89%
BIA Roads	\$41,815	\$104,892	-\$63,077	-150.85%
Planning	\$201,209	\$217,993	-\$16,784	-8.34%
Engineer	\$131,898	\$128,656	\$3,242	2.46%
GLIS	\$223,894	\$214,279	\$9,615	4.29%
Zoning	\$146,086	\$159,634	-\$13,548	-9.27%
Wells & Septic	\$88,460	\$127,919	-\$39,459	-44.61%
BIA Advanced Funding	-\$15,387	-\$18,629	\$3,242	-21.07%
Transportation Planning	\$0	\$0	\$0	
Tribal Transportation	\$0	-\$5,618	\$5,618	
Community Fire	\$0	-\$295	\$295	
Total FY14	\$4,674,275	\$4,669,953	\$4,322	0.09%

Development Division – Quarterly report

Development Division - FY15 Budget to Actual March 2015



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 - We continue to get information transferred among the staff in an efficient and effective manner.
- Project List by department: (Please call Manager for specific questions on each project)
 - **Engineering** – (contact Paul Witek: 920-869-4543)
 - Health Center Miscellaneous
 - Elder Services/Apartment Improvements
 - Duck Creek Trail
 - Oneida Fishery Restoration
 - Social Services Building Remodel – Phase V
 - Building Demolitions
 - Oneida Community Trails; Safe Routes to School
 - SEOTS Community Center
 - Elder Village Infrastructure
 - Oneida Community Trails; Wolf Path
 - Community Signage
 - 54 One Stop Replacement
 - Casino Clean Agent Systems
 - Oneida Nation High School
 - Park Upgrades Phase II
 - Green Earth Trailer Court Enhancements
 - Cemetery Improvements

Development Division - Quarterly Report

- Engineering Continued
 - Green Valley Houses
 - Elder Village Cottages
 - Uskah Village Infrastructure
 - Uskah Village Apartments
 - OCHC Pharmacy Remodel
 - Oneida Golf Enterprise Remodel – Phase II
 - Water Main Loop
 - NHC Remodeling – Phase VIII
 - Business Park Storm Water
 - Oneida Fishery Restoration – Phase II
 - Oneida Judiciary Center

Development Division – Quarterly Report (Departmental Updates)

- The GIS department had mandatory training for partial new data arrival from our 2014 Flyover. We were to have (2) more training sessions. However, the money from our flyover did not carry over so we need to wait until next fiscal year to complete. Our new interface for the GIS Intranet Site will also have to wait until next year to complete, so our mapping site will be down until we order it. This does affect the meals on wheels mapping and zoning. We completed all requests that were submitted this quarter. Completed LUTU analysis for new properties and started to enter the updates of land leases into our databases. Continuing to work and update the brown county side of the 911 system, updated all historical maps into our system. Created two (2) new data bases for our new layers when they arrive. Started to research why many addresses from when the Planning Department put up the new fire addresses for tribal members on tribal land. May are incorrect and need to be adjusted. At the time the planning did not consult with the GIS department for correct addresses and parcels. (Vacant positions: 0 ; Celene Elm, manager)
- Engineering :Department employment status; We are understaffed making it very difficult to properly manage projects. Heavy workload has made timely replies to requests difficult. We are managing the various CIP, Non-CIP, OHA, and other miscellaneous projects. We provide assistance to the Zoning Department with plan reviews for code compliance. In addition, we help various Tribal Departments with design and construction coordination for minor interior remodel projects. Major projects are identified in listing above. (Vacant positions: 1; Troy Parr, Assistant Director; Paul Witek, Senior Architect.)
- OHA Related: Design and construction is managed by the Development Division. The Engineering Department assigned a Project Manager for the housing related projects. Projects include: Elder Village, Green Valley, and Uskah Village.

Development Division – Quarterly Report (Departmental Updates)

- Planning & Statistics - Current projects include updating the Land Use Plan which included 6 community listening sessions, Implementation of Comp Plan – Annual report of measurements & progress on goals, Food Hub, completing LUTU requests, Arts programming in Central Oneida, SEOTS Health Survey, Sustain Oneida Initiative in regards to Enrollment, Wellbeing Index via the Wellness Council, EHN Data Collection, Cemetery drainage analysis, Oneida Energy Database update, Marriage License estimate, Analysis of GSD report, Review of Retail Food Service Plan . (Vacant positions: 0. Troy Parr, Assistant Division Director – Development Branch)
- Zoning: The Zoning department is pleased to have Susan Doxtator as the new Permit Processor. She has brought advanced skill and knowledge to the area and has taken on additional work to bring Zoning up to date on all database files amongst other additional duties. In January of 2015 we have tracked the annual letter to the State through the approval process to assure a timely submittal to the Gaming Commission. We currently have twenty three projects with ongoing inspections. We have issued five (5) permits in the second quarter. In January we had Gaming Fire Inspections with a February 24 date for follow up inspections. February inspections completed in the City of Green Bay; March completed village of Ashwaubenon. Building Permit application was revised and now on the Zoning website. On-base of Zoning files is now 50% complete. POWTS System – final preparation is being done and website will be up and running very soon. Elkectrical Design Standard is being updated by Ray Creapeau. Mr. Creapeau has joined the Zoning staff as Electrical Inspector. Larry Cornelius, Senior Inspector . Current Inspections: Green Valley; NHC Elevator & Norbert Hill Cannery; Construction Inspections on Fish Creek; Freedom Road; Cornelius Circle Tall Feather Way; Oneida Casino E-EE Hwy 54; Completed: Green Earth Trailer Court Judiciary; ORCCC; Wolf Road. (Vacant positions 0; Larry Cornelius Senior Inspector; Troy Parr, Assistant Division Director- Development Branch)