

## Oneida Business Committee Agenda Request

1. Meeting Date Requested: 01 / 23 / 18

### 2. General Information:

Session: ☒ Open ☐ Executive - See instructions for the applicable laws, then choose one:

Agenda Header:

☒ Accept as Information only

☐ Action - please describe:

Community Economic Development Division 1st Quarter Report.

### 3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1.

3.

2.

4.

☐ Business Committee signature required

### 4. Budget Information

☐ Budgeted - Tribal Contribution

☐ Budgeted - Grant Funded

☐ Unbudgeted

### 5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Submitted by: Grace Koehler, Executive Assistant  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

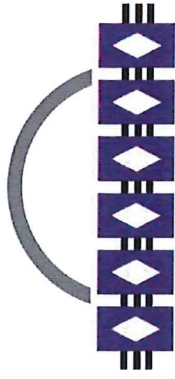
## Oneida Business Committee Agenda Request

### 6. Cover Memo:

Describe the purpose, background/history, and action requested:

FY18 1st Quarter Report for Community & Economic Development Division.

- 1) Save a copy of this form for your records.
- 2) Print this form as a \*.pdf *OR* print and scan this form in as \*.pdf.
- 3) E-mail this form and all supporting materials in a **SINGLE** \*.pdf file to: [BC\\_Agenda\\_Requests@oneidanation.org](mailto:BC_Agenda_Requests@oneidanation.org)



# ONEIDA

## Community & Economic Development Division

Troy D. Parr, AIA  
Division Director

FY` 18, 1st Quarter Report  
October, November & December 2017

Revised: 01/16/18



## Community & Economic Development Division (C&EDD)

*Below are some highlights of FY'18, First Quarter C&EDD work efforts:*

### The Community & Economic Development Division

During the First Quarter of FY'18, the paperwork to complete the Divisional reorganization with HRD was completed. This allowed for the full implementation of the new organizations structure to support future economic development staffing and program implementation. The approved, implemented new organizational structure for the Division can be found on the next page.

### Updated Economic Development Strategic Planning is underway

On December 13, 2017 TIP Strategies, Oneida Nation's consultant for the Economic Development Strategic Plan, held a meeting to kick-off the effort to develop the new plan. The kick-off meeting was well attended by organizational staff as well as Oneida external corporations representatives. Feedback from the kick-off was very positive from those in attendance.

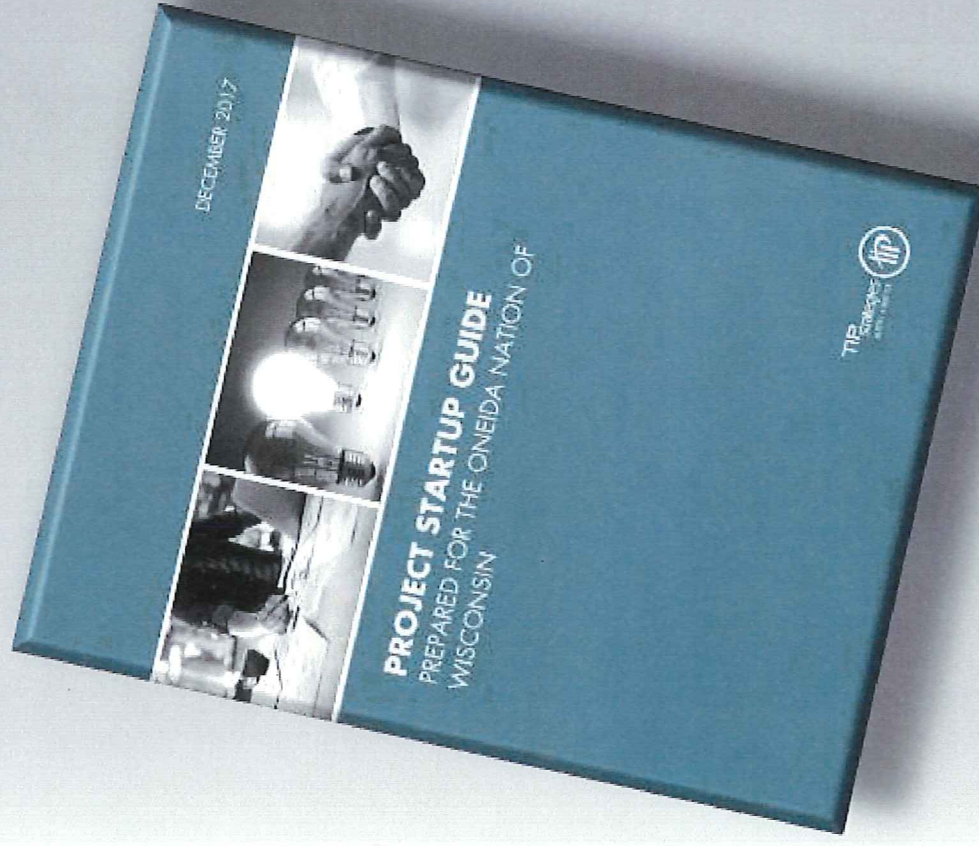
This new strategy represents a significant advancement by the Oneida Nation to embrace the emerging new economy (digital evolution, internet of things and advanced manufacturing). Our strategy will better align us to accelerate growth locally, regionally, nationally and potentially on a global scale through strategy to become engaged participant in business opportunity activities of the Oneida Nation.

Yaw<sup>^</sup>ko,

Troy D. Parr, AIA

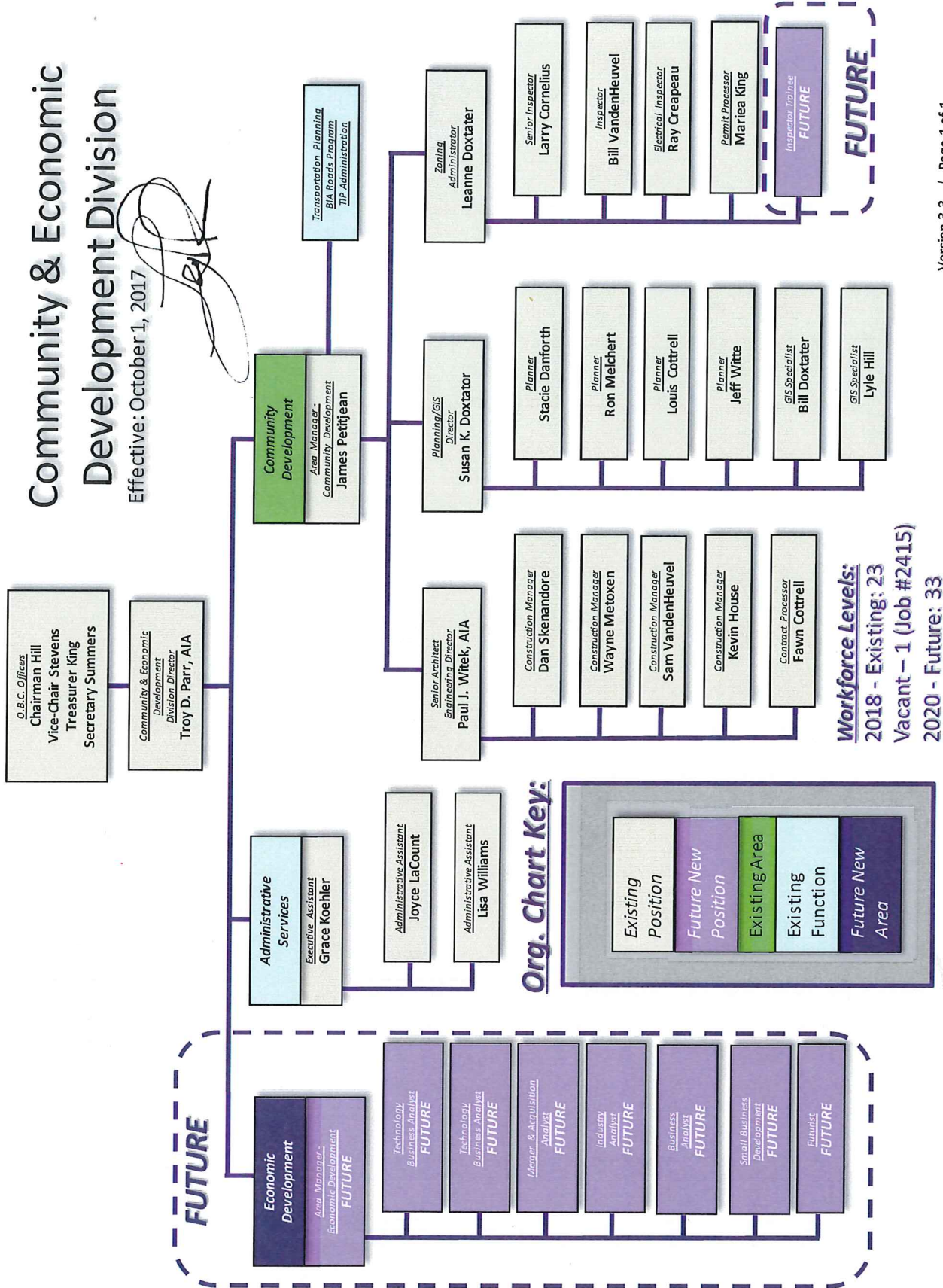
Oneida Architect/Division Director

# STRATEGIC ECONOMIC DEVELOPMENT



# Community & Economic Development Division

Effective: October 1, 2017





## **Community & Economic Development Division**

This information reported is for the 1<sup>st</sup> Quarter of the Fiscal Year 2018 October & November (December was not closed as of this report).



| Department          | Budget    | Actual    | Variance  | %       |
|---------------------|-----------|-----------|-----------|---------|
| Administration-Dev. | \$75,311  | \$35,526  | \$39,785  | 52.83%  |
| Planning            | \$136,389 | \$123,721 | \$12,668  | 9.29%   |
| Engineering         | \$103,978 | \$104,855 | -\$877    | -0.84%  |
| Zoning              | \$41,039  | \$65,368  | -\$24,329 | -59.28% |
| Total FY18          | \$356,717 | \$329,470 | \$27,247  | 8.27%   |

# Community & Economic Development Division

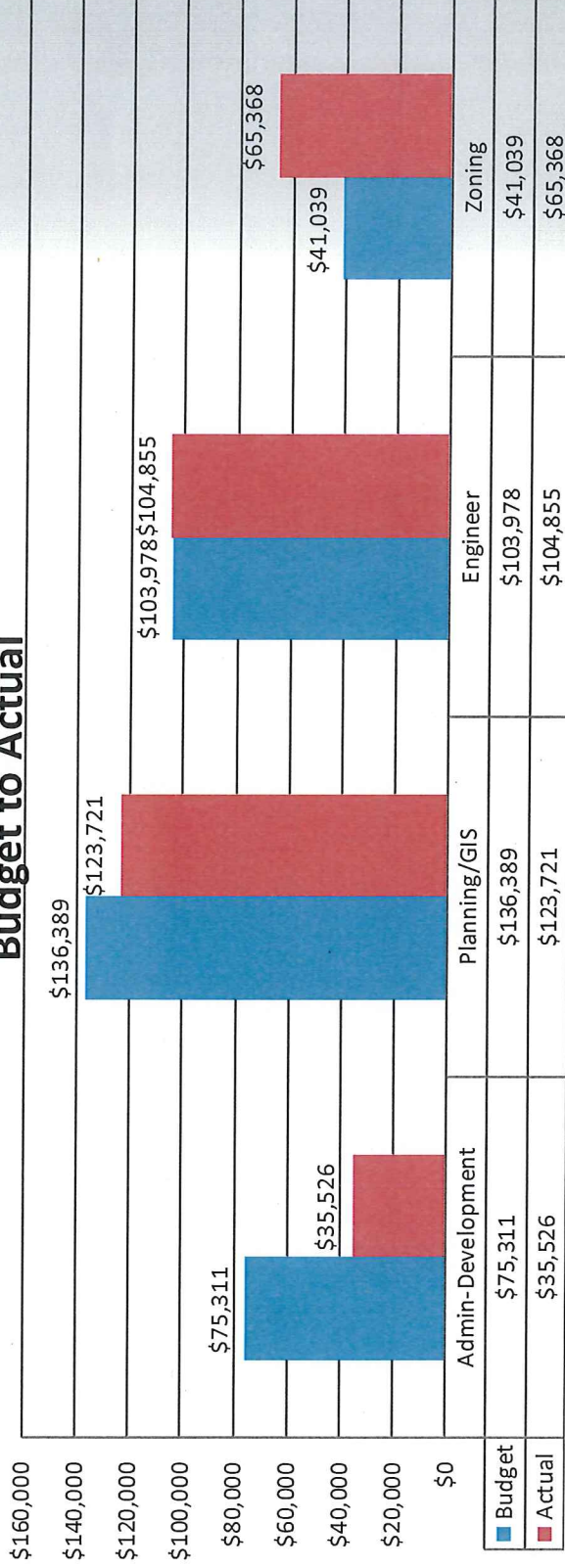
## FY 18 (1st Quarter)

For October & November (December was not closed as of this report)



### Development Division - FY18 Quarterly

#### Budget to Actual



#### Variance explanation

- Operational expenses combined for planning and GIS for efficiency
- Engineering has an additional \$31,000 in revenue that was not recorded. Working with Accounting to correct
- Director position is budgeted out of Development Administration but is expensed to Zoning
- After our approved reorganization employees will be appropriated to their correct fund unit.
- Planning/GIS variance due to one vacant position
- Development Administration variance due to Administrative Assistant position vacant but hired on December 3, 2017



## Engineering:

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 on next slide.



**Paul Witek - Senior Architect/Engineering Director;**  
**James Petitjean – Community Development Area Manager**



**Engineering (continued):**

- Residential Home Sites
- Elder Services / Apartments Improvements
- Social Services Building Remodel – Phase V
- Maple Sugar Camp
- Oneida Nation High School
- Oneida Nation Farms Manure Pit
- Early Head Start Facility
- Water Main Loop
- NHC Remodeling – Phase VIII
- Business Park Storm Water
- Oneida Fishery Restoration – Phase II
- Solar Electric Deployment, assistance
- Tribal Transportation Program, assistance
- Main Casino Exterior Enhancements
- Mason Street Casino Exterior Enhancements
- O.F.F. Facility Improvements
- Oneida Recreation Complex
- OCHC Satellite Pharmacy - AJRCCC
- Tsyunhehkwā Storage/Shelter
- Elder Village Cottages – Phase II
- Uskah Village Apartments – Phase II
- Oneida Four Paths
- Oakwood Court House Reconstruction
- ONSS – Accessibility Renovations
- Miscellaneous Small Projects

Contact Paul Witek  
Office: 920-869-4543

## Planning & Statistics Department - Projects

Contact Susan Doxtator  
Office: 920-869-4594

- **Central Oneida Area Development Plan-** On November 7, 2017, Planning met with BIA Tribal Transportation District Representative from Minneapolis and Local Representatives from Shawano. The Planning Department presented transportation concepts for the Upper Oneida Corridor (area of focus between Turtle School and Tsyunhehkwa). We addressed safety, local and regional connections, and implementing a complete streets model that supports future development on the BP site. Our next steps involve setting up a co-op agreement with Outagamie County to aid us in this work. The Tribal Transportation Program (TTP) representatives favor co-op agreements because they can show a cost savings of over 20%. Implementing the transportation plan sets the context to support the future development of the former BP site. There is support to use TTP road funds to plan, design and construct:
  - roadway improvements    ○ streetscape    ○ public parking area
  - sidewalks public plaza

**Susan Doxtator – Planning/GIS Director;**  
**James Petitjean – Community Development Area Manager**



## Planning & Statistics Department - Projects (continued):

- **Model Housing Initiative** - Assisting the Oneida Housing Authority with concept design, feasibility analysis for a series of component small homes for one and two person households. The house design shall have the ability to be modified or expanded as the occupant(s) needs change. *Status: Concept.*
- **Community Trails** – Assisting in the development of a comprehensive trail system. Exploring the possibility of a Transportation Alternatives Program (TAP) Grant through the State of Wisconsin for the next phase of the project. It includes a trail from the Turtle school to the Flying Leaf Neighborhood (Site 2).  
*Status: Developing draft work plan that include phases and a time line for future development.*
- **Community Recreation Center** – Is progressing along, currently we are in the beginning stages of a site massing study and site location alternatives. Community outreach and survey's will be a focus in this next quarter in order to restate the problem, gather needed input and begin development for plan, facility size and site amenities. *Status: Concept.*

## Planning & Statistics Department - Projects (continued):

- **Apple Orchard Improvements** - The Oneida Apple orchard is a center of tourist activity in the summer time with Apple Fest as its main event. Improvements to the facility such as parking, access points in and out of the apple orchard compound, replacing old trees, and production facilities is needed to continue to be community asset. *Status: Project Planning Phase*
- **Community Food Enterprise and Training Center (Food Center)** - Working with Governmental Services Director to evaluate the feasibility of an Oneida Community Food Enterprise and Training Center. An RFP for a feasibility study has been drafted by the team and will be sent out before the end of the year.  
*Status: Concept.*
- **Agriculture Strategy** – Assisting the Agriculture Strategy team with visuals, info graphics, maps, power point presentation and proposed Agriculture Strategy booklet. Introducing the Oneida Food Sovereignty Initiative that includes proposing incremental improvements to how we produce and provide white corn, buffalo meat, beef, and apples in the Oneida Community. *Status: On-going*



## Planning & Statistics Projects (continued):

- **Community Outreach** - “Coffee with Planners” will begin again on January 25<sup>th</sup>, 2018. Topic and location to be determined.
- **Signage Standards** - Work continues on street signage standards by incorporating existing standards. Installation and monitoring of this process continues.
- **Cultural Heritage** - Investigation of options for moving this project ahead. Development of approach and prioritization will be reviewed with team and stakeholders.
- **Tsyunhehkwā Storage Shelter** – Continues to move along, next step is the creation of a mission statement for Division Director. As well as revision of concept layouts based on input.



## Planning & Statistics Department - Projects (continued):

- The Planning Department continues to work with additional project development and initiatives such as: Pollinator Habitat – Grow not Mow, Boxing Club, McLeister Memorial, Roundabouts and HWY 54 & 172 Landscape, Community Art, Oneida Parks and Reservation Beautification.
- With the approval of the Planning budget for 2018, we have begun additional work on a revision for the Comprehensive Plan and Vision Oneida. Revisions and development of an Area Development Plan and Land Use Plan is also being looked at.
- The Land Use Designation Process – is on the verge of being put into action for “Phase One”. With hard work and dedication for many months a small group has refined this process. There is much work to be done yet but with Louis Cottrell facilitating and monitoring the new process we can begin implementation quickly and seamlessly. “Phase Two” refinement is estimated to be complete by April of 2018.



## Planning & Statistics Department - Projects (continued):

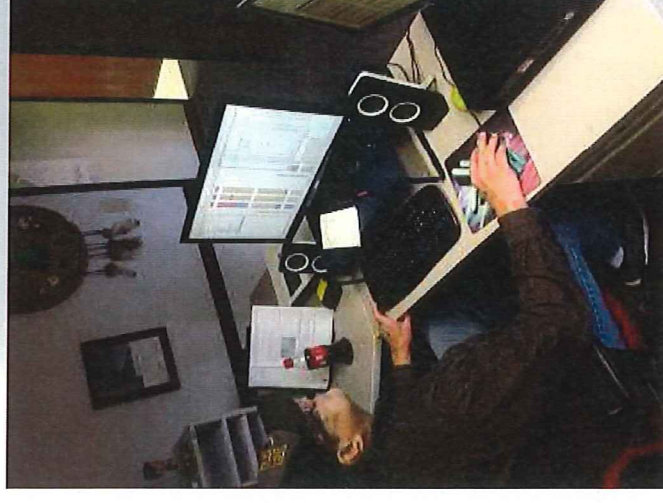
- Surveys from various department have been a steady flow. Departments are constantly having surveys done for many reasons. Louis Cottrell has taken on this role of working with the areas and development of surveys for continued growth and needs in various departments throughout the organization.
- Planning is in the early stages of the initiative for an ice skating rink in Oneida. Location would be the open field across from Little Bear Development Center by the water tower. The Planning Department will be meeting with the different departments who would be involved in this project. We hope to have a community ice skating rink in the future and make it an enjoyable winter activity and community building experience for our community members.



Contact Susan Duxtator  
Office: 920-869-4594

## Geographic Information Systems (GIS):

- The GIS/MIS position has been filled by Joshua Swanson. Josh will be spending a majority of his time with GIS, but will be working in MIS as well. We look forward to what Josh will bring to the GIS department and website.
- The GIS database and interface are being completely overhauled and rebuilt on the latest blade server technology.
- The new GIS system will allow better access to appropriate geodata for the Land Commissioners as well as other departments within the Oneida Nation.
- The system will also include higher levels of security to protect sensitive data and control access to that data.
- The new system will greatly contribute to process improvements within the Land Use Designation Process (formerly LUTU)



**Susan Duxtator – Planning/GIS Director;**  
**James Petitjean – Community Development Area Manager**



## Zoning Department

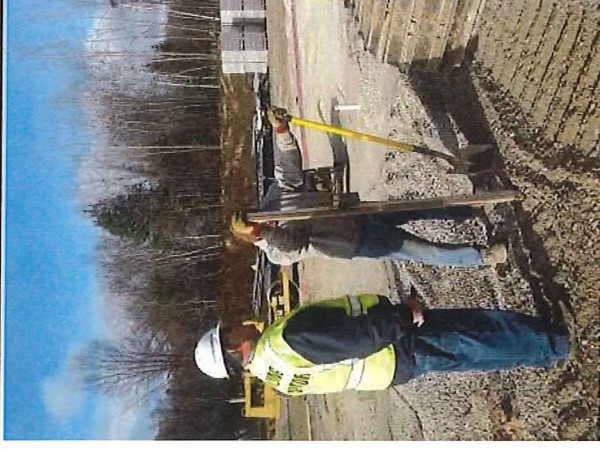
There are currently 19 active projects. A few major projects that currently in progress:

- The Sam's Club Renovation
- Uskah Village Phase 2
- Four Paths C-Store – Occupancy Issued
- Externally leased New Car Wash at Four Paths C-Store
- Solar Roof Project (near completion)
- Maple Syrup Shack behind NHC
- Three Sisters Head Start addition to the existing building (just started)

(Oneida High School and NWTC are partnering)

- This past quarter 23 Building Permits were issued, 6 Land Use Permits were issued and 2 Sanitary Permit's were issued.
- Zoning has received 5 property complaints which have been investigated and forwarded for additional enforcement, if required.

Contact Leanne Duxtater  
Office: 920-869-4534



**Leanne Duxtater – Zoning Administrator/Manager;**  
**James Petitjean – Community Development Area Manager**

## Transportation Planning

- Aliskwit Ct, Town Rd, Metoxen Ln, Powless Dr, and 2 miles of Ranch Road were completed on November 15, 2017 for minor drainage improvements and repaved.
- Completed yearly Tribal Transportation Audit on all projects to the BIA in FY17.
- Added speed bumps in Site I
- Pedestrian crossing lights were added to Site II and Seminary road on the pathways.
- Met with the DOT on a possible guard rail extension on Highway 54



Contact James Petitjean  
Office: 920-869-4574

**James Petitjean – Transportation Planner/TTP Program Administrator**  
**Troy D. Parr, AIA – Division Director**