

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 25 / 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 2nd 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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

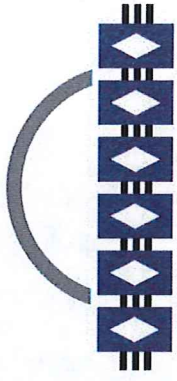
Oneida Business Committee Agenda Request

6. Cover Memo:

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

FY18 2nd 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



ONEIDA

Community & Economic Development Division

Troy D. Parr, AIA
Division Director

Fiscal Year 2018 - Second Quarter Report
January, February & March 2018

Revised: 4/17/18

Community & Economic Development Division (C&EDD)

Here are some highlights of FY '18, Second Quarter - Economic Development Area workefforts:

Microsoft TechSpark and Titletown Tech - Opportunity in our own Backyard
The Internal Service Director and I had the opportunity to meet with the new Microsoft TechSpark Manager, Michelle Schuler in March 2018. Green Bay was only one of six locations chosen across the country for this innovative new Microsoft Initiative. Because the location is right here in our backyard (within a mile of the eastern Oneida Reservation Boundary) this program offers a tremendous opportunity for the Oneida Nation and it's members to engage in, and benefit from, this program.

The program is a civic program aimed to foster greater economic opportunity and job creation through partnership with rural and smaller metropolitan communities. The program will accelerate economic growth through regional internet connectivity, digital skills development, career skills development, non-profit support and digital business transformation.

Our Division will continue to identify ways the Oneida Nation and it's members can engage in this exciting opportunity as it begins to roll out this Fall.

Yaw'ko,

Troy D. Parr, AIA

Oneida Architect/Division Director

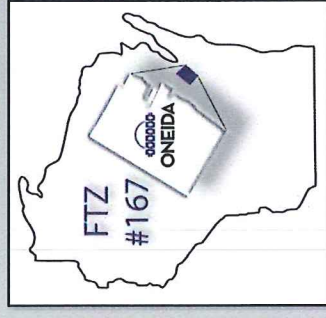


TITLETOWN



Left to right: Packers President Mark Murphy, C.O.O. Ed Foley; and Microsoft President Brad Smith

Foreign Trade Zone Opportunity



Foreign Trade Zone Feasibility Study

In coordination with the Internal Service Division, a grant from the U.S. Department of Interior Bureau of Indian Affairs – Indian Energy and Economic Development was awarded to the Oneida Nation in FY2018. This grant is entitled a Native American Business Development Institute (NABDI) Grant. This grant will explore the new business development opportunities for the Oneida Nation within Foreign Trade Zone #167 which is located on the Oneida Reservation.

The Request for Proposal (RFP) soliciting qualified firms has been released and the contract is anticipated to be awarded in the Third Quarter of FY2018, at which time the study will get underway. The goal of the study will be to recommend the highest and best-use of the lands the Oneida Nation owns which are designated by the U.S. Customs & Border Protection as Foreign Trade Zone (FTZ).

When the study is complete, the Oneida Nation will be better positioned to identify opportunities to either: 1. Be owners and operators of business(-es) in the recommended FTZ industry sector; and/or 2. To lease the land to a potential lessor who operates in the recommended industry sector that can utilize the FTZ land status of the lands.

Community & Economic Development Division

This information reported is for the 2nd Quarter of the Fiscal Year 2018 January, February & March.



Department	Budget	Actual	Variance	%
Administration-Dev.	\$225,943	\$179,081	\$46,862	20.74%
Planning	\$409,161	\$349,222	\$59,939	14.65%
Engineering	\$170,011	\$90,426	\$79,585	46.81%
Zoning	\$115,623	\$219,585	-\$103,962	-89.91%
Total FY18	\$920,738	\$838,314	\$82,424	9.83%

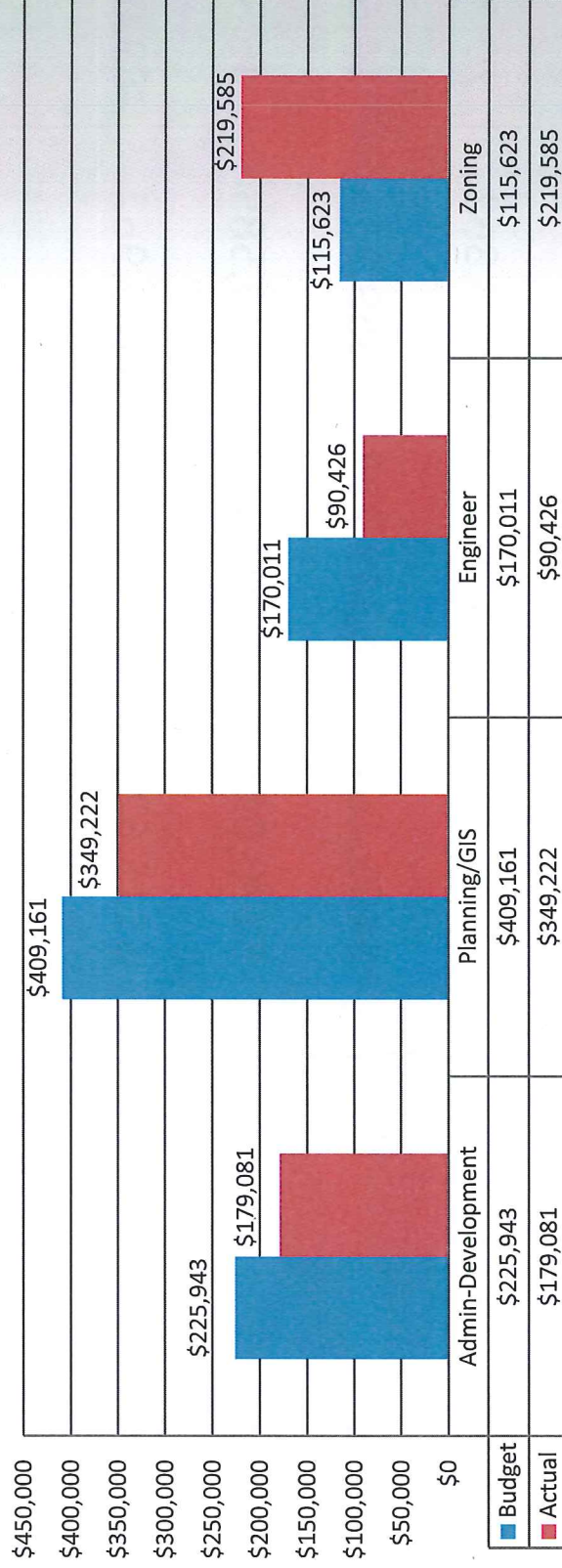
Community & Economic Development Division



FY18 (2nd Quarter)

For January, February & March

Development Division - FY 18 Quarter 2 Budget to Actual



Community & Economic Development Division



FY18 (2nd Quarter)

For January, February & March

Variance explanation

- Administration Development better than budget due to administrative assistant vacancy and community and economic development director budgeted to Zoning.
- Planning/GS \$59,939 ahead of budget due to administrative assistant open position. The position was not posted because of paying half the expenses to Zoning for the electrical inspector wages. Community and Economic Development is paying 50% wages for the electrical inspector out of the zoning budget. Not posting the administration assistant position will offset the additional labor expense in Zoning
- Zoning budget trailing actual by \$103,962. Zoning budget variance due to Community and Economic Development Director expensed to Zoning and not CEDD because of department reorganization. One planner was transferred from planning to Zoning Administrator. 50% of electrical inspector wages transferred to Zoning. All the additional expenses are offset by the savings in CEDD administration and planning. The change in staff will be corrected to the proper business unit in the 2019 budget.
- Zoning revenue is \$3,200 behind revenue projections but will be made up during the construction season.
- Engineering budget better than budget due to \$32,000 in revenue not recorded in 2017 budget but recorded in March 2018. Majority of the additional revenue is from billable hours from Four Paths.
- Overall the division is \$82,424 or 9.84% better than budget.
- Majority of the overall savings is labor from vacant positions and additional revenue at Four Paths.

Community & Economic Development Division - (Departmental Updates)



Engineering:

We are managing the various CIP, Non-CIP, CDH, 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.



Early Head Start



Uskah Village Apartments

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

Community & Economic Development Division - (Departmental Updates)



Engineering (continued):

Contact Paul Witek
Office: 920-869-4543

Project No.	Project Title	Budget Compliance	Schedule Compliance
23-005	Residential Home Sites	Within budget	On-schedule
05-005	Health Center Miscellaneous Projects	N/A	On-schedule
05-013	Elder Services/Apartment Improvements	Within budget	2 weeks behind schedule
07-002	SSB Remodeling – Phase V	Within budget	On-schedule
07-013	Maple Sugar Camp	Within budget	On-schedule
13-011	Oneida Nation High School	Not established	Not established
14-002	Cemetery Improvements	Within budget	On-schedule
14-012	Oneida Nation Farms Barn & Manure Pit	Additional Budget needed for next phase	Currently drafting schedule
14-013	Early Head Start Facility	Within budget	On-schedule
15-001	Community Food Enterprise Center	Not established	Not established
15-002	Water Main Loop – Community Wells	Additional Budget needed	Revising schedule
15-003	NHC Remodeling – Phase VIII	Within budget	Currently drafting schedule for next Stage
15-004	Business Park Storm Water	Within budget	On-schedule
15-005	Oneida Fishery Restoration – Phase II	Within budget	Not established
15-006	Solar Electric Deployment	Within budget	On-schedule
15-008	Tribal Transportation Program – Various Projects	Within budget	On-schedule

Community & Economic Development Division - (Departmental Updates)



Engineering (continued):

**Contact Paul Witek
Office: 920-869-4543**

Project No.	Project Title	Budget Compliance	Schedule Compliance
16-006	Main Casino Exterior Enhancements	Within budget	On-schedule
16-007	Mason Street Casino Exterior Enhancements	Within budget	On-schedule
16-008	O.F.F. Facility Improvements	Within budget	On-schedule
16-011	Oneida Recreation Complex	Not established	Not established
16-013	OCHC Satellite Pharmacy – AJRCCC	Within budget	On-schedule
16-014	Tsyunhehkwa Storage/Shelter	Not established	Not established
16-018	Elder Village Cottages – Phase II	Within budget	2 weeks behind schedule
17-005	Residential Development – FG	Within budget	On-schedule
17-007	Uskah Village Apartments – Phase II	Within budget	On-schedule
17-008	Oneida Four Paths	Within budget	On-schedule
17-013	ONSS – Accessibility Renovations	Within budget	On-schedule
17-014	State Farm Grazing Project	Not established	Not established
18-003	Oneida Community Trails – Silver Creek	Within budget	On-schedule
18-004	Elders Memorial	Not established	Not established
18-005	Tsi?niyukwaihoh? Wellness Campus	Not established	Not established
18-006	OCHC Dental Renovation	Within budget	Currently drafting schedule

Planning & Statistics Department - Projects

Contact Susan Doxtator
Office: 920-869-4594

- **Upper Oneida Transportation** - Co-op conversations have begun with Outagamie County. 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 sidewalks

- **Model Housing Initiative – Planning** has been working on an expandable small home initiative. Details and a preliminary project brief have been developed for further discussion with Housing and CDPC. Status: Initiative
- **Community Trails** – Assisting in the development of a comprehensive trail system. Status: Current Project focus is on Silver Creek Trail.

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

Planning & Statistics Department - Projects (continued):

- **Community Recreation Initiative** – Meetings continue with Construction Manager to review project and process. Status: Ongoing
- **Community Food Enterprise and Training Center (Food Center)** - Work with the Internal Services Director on a RFP for a Feasibility Study for a Community Food Enterprise Center in Central Oneida continues. Interviews are complete and an Award for the Feasibility study will be announced very soon. Status: Ongoing
- **Cultural Heritage** - Working with project team to develop site plan and to move forward on small scale projects. **Status:** Site Planning

Planning & Statistics Department - Projects (continued):

- **Community Outreach** - "Coffee with Planners" will end in May for the summer. We will resume again in October after the Farmer's Market has ended. We are allowing this time to reach out to community members in different locations for specific initiatives.



The Planning Department continues to work with additional project Development and initiatives such as: Hemp Study, Maple Syrup Initiative, Mc Lester Memorial, Roundabouts and HWY 54 & 172 Landscape, Community Art, Oneida Parks and Reservation Beautification, Creative Place making, Food Distribution Store Concept, and Wellness Campus.

Work continues on a revision of the Comprehensive Plan, Vision Oneida and development of an Area Development Plan and Land Use Plan. Status: Ongoing

Planning & Statistics Department - Projects (continued):

The Land Use Designation Process – Phase II of Land Use is complete, we are waiting on approval from Land Commission on our forms as well as some Technology upgrades, and then we are ready to start using our new process. We must still complete the SOP or rules that are needed and revise the Land Use Designation document. STATUS: Ongoing



Geographic Information Systems (GIS):

With the help of Joshua Swanson the GIS System is in the final stage of upgrades. The new GIS system has been designed to allow access to the entire organization.

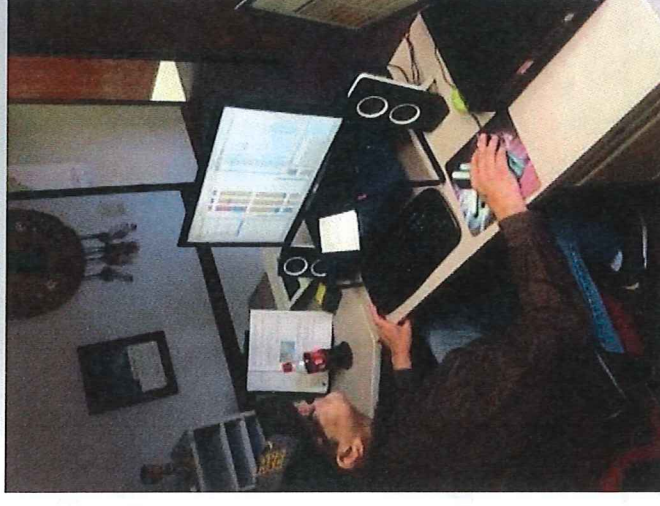
The system will also include higher levels of security to protect sensitive data and control access to that data.

This system will be the hub of our Land Use information. Without the willingness and cooperation from different areas in the organization a project of this size would not have been possible. We still have a lot of Data Integration to do, however this is well on its way.

GIS updates and creation of maps continue.

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

Contact Susan Duxtator
Office: 920-869-4594



Zoning Department

Zoning is currently full staffed.

We received a total of 23 permit applications this quarter.

There are currently 18 active projects. A few major projects currently in progress:

- New Car Wash at Four Path's received Occupancy February 14, 2018
- Solar Roof Project (near completion)
- Three Sisters Head Start addition to the existing building
- NHC Electrical Distribution Project (near completion)

This past quarter 14 Building Permits were issued, 4 Land Use Permits were issued and there were no Sanitary Permit's issued this quarter. 5 projects are still under review at this time.

Zoning has received 5 property complaints which have been investigated and forwarded for additional enforcement, if require.

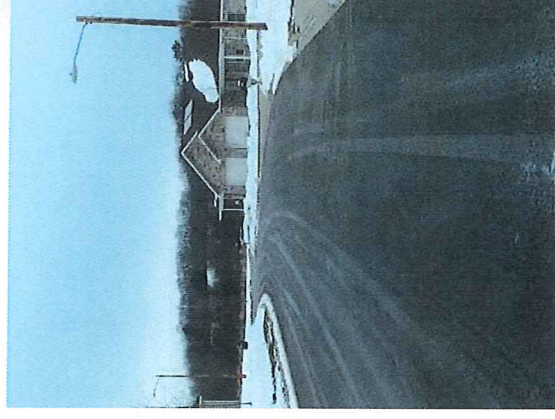
Leanne Duxtater – Zoning Administrator/Manager;
James Petitjean – Community Development Area Manager

Contact Leanne Duxtater
Office: 920-869-4534

Transportation Planning

Contact James Petitjean
Office: 920-869-4574

- Bids received for 2018 Roads.
- MCC, Inc. was awarded the contract for Water Circle Place/Red Willow Parkway. Construction to start May 2, 2018.
- Met with City of Green Bay for 54 Corridor Study. The City of Green Bay DPW Director has agreed to the study and DOT will coordinate next meeting in April 2018.



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