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Office of the Chief

**Chuck Hoskin Jr.**  
*Principal Chief*

**Bryan Warner**  
*Deputy Principal Chief*

January 31, 2025

TO: Canaan Duncan, Deputy Secretary of State  
FR: Chuck Hoskin, Jr., Principal Chief  
CC: Dr. Corey Bunch, Chief of Staff  
Cabinet  
Sub-Cabinet  
Jon Asbill, Senior Administrator of Construction Services  
Bryan Warner, Deputy Chief  
Mike Shambaugh, Speaker of the Council of the Cherokee Nation

**Administration Memorandum:**

**Authorization and Directive to Expend PHWFA Surplus Funds on Specified Capital Projects in the interest of Public Health and Wellness**

*and*

**Authorization to Fund Specified Staffing and Contract Services Supportive of Development, Construction and Maintenance of Projects**

**I. We will immediately invest a portion of PHWFA Surplus into Wellness Opportunities for Cherokee Nation Communities**

The Public Health and Wellness Fund Act provides Cherokee Nation with an unprecedented opportunity to improve wellness in Cherokee communities in need in a comprehensive and coordinated way across departments and areas of public policy. The Council and the Administration has already invested PHWFA funds for worthy projects, programs and services. However, PHWFA has a present surplus such that our failure to take immediate action is a choice, a choice falls short of the Cherokee people's expectations. We will make the opposite choice, immediately consistently with PHWFA and this memorandum.

## **II. New Projects & Programs<sup>1,2,3</sup>**

### **a. Capital (Exhibit A)**

Under authority of the PHWFA and the implementation memoranda of January 17, 2025, certain capital expenditures are authorized from the PHWFA surplus (expressly not from the approved annual framework), until this memo is amended or revoked.

The projects are Attached as Exhibit A, subject to amendment upon my approval of an amended Exhibit A.

### **b. Supportive Operations (Exhibit B)**

Under that same authority, but expended from the annual spending framework for “PHW Wellness Operations,” certain specified staffing and contract services cost listed in Exhibit B, subject to amendment upon my approval of an amended Exhibit B.

### **c. Community Planning: Community members are central (Exhibit C)**

Exhibit C reflects a more comprehensive view of the plan for each community and should be amended, on my approval, as Exhibit A is amended. Importantly, we must strive to plan alongside communities, not on top of communities. Cherokee Nation communities and the people who live there are not incidental to the goals of this memorandum, they are central to the goals. Accordingly, residents and other stakeholders should be engaged early, and continually.

## **III. Implementation**

A PHWFA Capital and Operations Team consisting of the Chief of Staff, Secretary of State, Deputy Secretary of State, Executive Director of Housing and Senior Administrator of Construction will oversee implementation of this memo. Deputy Secretary of State Duncan will coordinate meetings, agendas, etc and bring into the discussion other administration officials as needed from time to time for internal meetings and will scheduled meetings with relevant community members and stakeholders.



Chuck Hoskin, Jr.,  
Principal Chief

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<sup>1</sup> A number of PHWFA Capital and operations spending is planned or underway. These are additional projects and operations.

<sup>2</sup> All amounts listed herein are anticipated caps, but not rigid “not to exceed” ceilings. Additionally, funding may, in certain limited cases with approval, be supplanted with funds under HJSCA.

<sup>3</sup> Although PHWFA provides ample authority for these projects, nothing herein precludes the Council from legislating in this space. Administration will yield to and work with Council, as always, on such matters.

## EXHIBIT A – PHWFA Public Capital Projects from Surplus (1/31/25)

The following public capital projects from the PHWFA surplus are authorized, on a tentative priority basis, subject to amendment to this Exhibit A, on my approval, from time to time. A PHWFA Capital and Operations Team consisting of the Chief of Staff, Secretary of State, Deputy Secretary of State, Executive Director of Housing and Senior Administrator of Construction will develop construction plans and further prioritize the list. In all cases, work shall not commence until we achieve sufficient notice and consultation to local residents and stakeholders.

### 1. Microparks<sup>4</sup>

- a. **Sally Bull Hollow Park**, at or about 35.73019° N, 94.55568° W (E. 891 Road, Stilwell OK), \$250,000
- b. **Cherokee Nation Belfonte Park, Belfonte Community Building**, at or about 474894 SH 101, Muldrow OK 74948, to include natural hillside amphitheater, \$300,000<sup>5</sup>
- c. **Cherokee Nation Rocky Ford Park**, located at or about South Highway 82 and North Old Toll Road, Delaware County 36.14404° N, 94.90661° W, \$250,000
- d. **Cherokee Nation Keys Park**, 19028 W. 840 Road, Keys OK, \$250,000
- e. **Cherokee Nation Cherry Tree Park**, 6020 US-59, Stilwell, OK 74960, \$250,000
- f. **WW Keeler Park / Cherokee Nation Greasy Community Building**, located at or about 467192–467454 E 932 Rd, Bunch, OK 74931, 35.66678° N, 94.69418° W, \$250,000
- g. **Cherokee Nation South Coffeyville Park** 801 Seminole Street South Coffeyville OK, \$250,000
- h. **Cherokee Nation Lost City Park**, located at 13243 N Lost City RD Hulbert, OK 74441, \$250,000
- i. **Cherokee Nation North Tulsa Community Building**, 1205 E 46th St N, Tulsa, OK, 74126 (behind future community building), \$250,000
- j. **Cherokee Nation Park Bowlin Spring, Bowlin Springs Community Building**, located at or about S. 4280 Road and E. 270 Road, Chelsea OK 36.62437° N, 95.37612° W, \$250,000
- k. **Muldrow Community Center Park**, 603 N Main Street, Muldrow, OK 74948, \$250,000
- l. **JW Sam Park**, 701 W. Rollins, Catoosa OK 74015, \$250,000
- m. **Westville Park, location TBD**, \$250,000
- n. **Cherokee Nation Jay Park**<sup>6</sup>, located at or about 693 W Cherokee St., Jay OK, \$250,000

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<sup>4</sup> Parks of approximately ¼ acre, as reflected in a rendering produced by Senior Administrator Asbill, January 2025. Each site may require modifications to the design.

<sup>5</sup> Consistent with 1/27/25 meeting with RCIF, operator of facility.

<sup>6</sup> Located in future HACN housing addition, the housing portion of which is substantially funded under HJSCA.

- o. **Cherokee Nation Hulbert Park**<sup>7</sup>, Hulbert Cherokee Community Organization, located at or about 410 S. Rogers Ave, Hulbert OK 74441, \$250,000
- p. **Cherokee Nation Dewey Park**<sup>8</sup>, Cherokee Cultural Community, 700 E. Durham, Dewey OK, \$250,000
- q. **Cherokee Nation Ochelata Park**<sup>9</sup>, Washington County Cherokee Association, 395200 W. 2900 Road, Ochelata OK 74015, \$250,000
- r. **Redbird Smith Estates Park**, Sallisaw, OK Sequoyah Co (JT Stites Drive) 35°27'24"N, 94°48'43"W, \$250,000
- s. **Ganohili Addition Park**, Jay, OK Delaware County 36°25'11"N, 94°48'23"W, \$150,000

## 2. Housing and Public Infrastructure Supportive of Public Health and Wellness<sup>10</sup>

- a. **Supportive of Sally Bull Hollow Park**, at or about 35.73019° N, 94.55568° W (E. 891 Road, Stilwell OK), \$650,000
- b. **Supportive of Belfonte Park**, rehab of small building for a CNMS sub-station, at or about 474879 SH-101, Muldrow OK 74948, \$100,000
- c. **Supportive of Cherokee Nation Keys Park**, 19028 W. 840 Road, Keys OK, ~~\$650,000~~ \$1,300,000
- d. **Supportive of Woody Hair Community Center**, located at or about 1064 E 484 Rd, Salina, OK 74365 (Kenwood) 36.31560° N, 94.98655° W, \$650,000
- e. **Supportive of Cherokee Nation Cherry Tree Park**, 6020 US-59, Stilwell, OK 74960, \$650,000
- f. **Supportive of Cherokee Nation Lost City Park**, located at 13243 N Lost City RD Hulbert, OK 74441, \$650,000
- g. **Housing Supportive of Cherokee Nation Jay Park**, located at or about 693 W Cherokee St., Jay OK, \$650,000<sup>11</sup>
- h. **Supportive of Cherokee Nation South Coffeyville Park**, 801 Seminole Street South Coffeyville OK, \$650,000
- i. **Supportive of Cherokee Nation Rocky Ford Park**, located at or about South Highway 82 and North Old Toll Road, Delaware County 36.14404° N, 94.90661° W, \$275,000

## 3. Public Health and Safety and / or Community Buildings and Infrastructure Supportive of Public Health and Wellness<sup>12</sup>

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<sup>7</sup> Micropark adapted to site where pavilion will be constructed.

<sup>8</sup> To be located behind CCC operated community building.

<sup>9</sup> Located adjacent to WCCA operated community building and HACN housing duplex project.

<sup>10</sup> Housing, to meet relevant park safety needs and to alleviate public health related housing concerns in the local community fall within PHWFA. Among other things, housing can serve as subsidized residence of CNMS or Natural Resources Staff whose work directly or incidentally inures to the health and safety of the park.

<sup>11</sup> Funding for low-income rental duplexes located withing larger HJSCA funded housing addition.

<sup>12</sup> Community buildings are supportive of park safety and serve as a hub of safety adjacent actives, such as a CNMS substation, or a place to bring public health and wellness services closer to communities in need.

- a. **Supportive of Sally Bull Hollow Park**, at or about 35.73019° N, 94.55568° W (E. 891 Road, Stilwell OK), \$1.5m
- b. **Supportive of Cherokee Nation Keys Park**, 19028 W. 840 Road, Keys OK, \$3 million
- c. **Supportive of Cherokee Nation Lost City Park**, located at 13243 N Lost City RD Hulbert, OK 74441, including partial demolition and hazardous waste remediation, \$2m
- d. **Supportive of Cherokee Nation Cherry Tree Park**, 6020 US-59, Stilwell, OK 74960, \$2.5 million<sup>13</sup>
- e. **Supportive of Cherokee Nation Westville Park**, location TBD, \$2.5 million.
- f. **Supportive of Jay Park**, located at or about 693 W Cherokee St., Jay OK, \$3m

**4. Public Safety roads, curbs, lighting, sidewalks, driveways, fencing and / or solid waste management.**

- a. **Cherry tree neighborhood**, Adair County, \$500,000<sup>14</sup>
- b. **Four Visions (Speaker Hub)**, Sally Bull Hollow, \$50,000<sup>15</sup>

**5. Natural landscape enhancement projects in support of public health**

- a. **Pollinator and/or other native plants and pond installation**, Supportive of Sally Bull Hollow Park, at or about 35.73019° N, 94.55568° W (E. 891 Road, Stilwell OK), \$250,000<sup>16</sup>
- b. **Incorporate pollinator and/or other native plants into Micropark designs as possible.**

**6. Surplus Mobile Home Abatement / Rehab<sup>17</sup>:** In the interests of public health, the disposals, removal and/or rehabilitation / relocation of surplus mobile homes, by Housing Authority of the Cherokee Nation:

- a. Located at or about, 17728 S Muskogee Ave, Tahlequah, OK 74464, \$300,000
- b. Located at or about 19028 W. 840 Road, Keys OK, \$500,000

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<sup>13</sup> Site review should include a review of whether existing building can be rehabbed.

<sup>14</sup> To include public street / sidewalk and curbing infrastructure repairs and installation; public lighting improvements; public solid waste facility improvements; private residential driveway, sidewalk repairs and installation; and private residential public facing beautification grants to individual homeowners.

<sup>15</sup> Security fencing and lighting of this Cherokee Nation owned building, occupied by Four Visions Church, a speaker hub church.

<sup>16</sup> An area, largely natural with a pond, limited safety lighting, signage and gravel paths, of approximately 4 acres. To be constructed under the direction of the Secretary of Natural Resources, in coordination with the Senior Administrator of Construction and Executive Director of Housing.

<sup>17</sup> Unoccupied mobile home units owned by Cherokee Nation present a present and future public health concern. Disposal, rehabilitation and relocation can alleviate public health concerns by supplying safe and sanitary housing at locations with that need. Incidental benefits include opportunities for Cherokee Nation's building trades program to gain needed home rehab experience.

**EXHIBIT B – PHWFA Staffing and Contract Support for Public Capital Projects from Surplus or Annual Framework Funds (1/31/25)**

The following categories of staffing and contract services from the PHWFA surplus or Annual Spending Framework are authorized, on a tentative priority basis, subject to amendment to this Exhibit B, on my approval, from time to time. A PHWFA Capital and Operations Team consisting of the Chief of Staff, Secretary of State, Deputy Secretary of State, Executive Director of Housing and Senior Administrator of Construction will develop plans to implement this directive.

- I. Construction Services Support: \$250,000 annually**
  - a. Contract and/or contract employee support of project development and construction.
- II. Park Maintenance Support (FTE): \$250,000 annually**
  - a. Additional staffing, assigned to relevant departments such as CN Facilities, CN Natural Resources or HACN.
- III. Park Patrol Support (FTE)t: \$250,000 annually**
  - a. Additional staffing, which could include CNMS commissioned / Natural Resources Assigned Wildlife Conservation Officers, to enhance safety and security of park sites.
- IV. Solid Waste management Support: \$250,000 annually**
  - a. Solid waste contracted services, or direct services where appropriate.
- V. Contract maintenance services, \$100,000 annually**
  - a. Where relevant, contracted services with on site CCO participating organization to perform park maintenance.

**Exhibit C: Overall Community Plans (1/31/25)**

<b>Community</b>	<b>Micropark</b>	<b>Supportive Community Building</b>	<b>Building includes public safety substation</b>	<b>Supportive housing</b>	<b>Other, notes</b>
<b>Sally Bull Hollow</b>	X	X	X	X	Pollinator acreage, pond
<b>Belfonte</b>	X	X	X (rehab of small building)		
<b>Rocky Ford</b>	X			X	
<b>Keys</b>	X	X		X	Abatement of existing trailers
<b>Kenwood</b>				X	New property west of park
<b>Cherry Tree</b>	X	X	X	X	Steet / sidewalk / lighting / beautification; solid waste management; housing in addition to planned speaker village.
<b>Greasy</b>	X				See site master plan. Funds existing playground plan. Needs to include upgraded “Keeler Park” signage and “CNMS Neff Case” monument, to be funded by

					Artist Recover Act.
<b>South Coffeyville</b>	X			X	HACN property.
<b>Lost City</b>	X	X		X	Efforts should be made to preserve WPA era Lost City School and incorporate same into new community building.
<b>North Tulsa</b>	X				HJSCA funded community building has been planned at will commence in FY 25. Plans should be modified to incorporate a semi-public park behind the new community building, with secure fencing and lighting.
<b>Bowlin Springs</b>	X				On site of existing community building.
<b>Muldrow</b>	X				On site of existing community building.
<b>Westville</b>	X	X			No location identified.
<b>Jay (Bulldog Field)</b>	X			X	Site of HACN development,



*Admin Memo – PHWFA Surplus Projects*

					former Jay HS Football field
<b>Hulbert</b>	X				Site of HCCO pavilion project
<b>Dewey</b>	X				Behind CCC operated community building.
<b>Ochelata</b>	X				Adjacent to WCCA community building, HACN duplex project.
<b>Sallisaw (Redbird Estates)</b>	X				
<b>Jay (Ganohili Addition)</b>	X				