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Eastern Shawnee Tribe of Oklahoma

Charles Enyart, *Chief*

Bill McKee, *Administrative Assistant/ Self Governance Director*

Bryce Washington, *Tribal Business Manager*

Their continued involvement has been essential and critical to the completion of this report. We would also like to recognize the Department Directors for the Eastern Shawnee Tribal Programs, and extend our sincere thanks for their support of EWC1, Incorporated, Architects:

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Persons serving as Business Committee Members during this compilation are:

Charles D. Captain, *Second Chief*

Shawn King, *1st Council Person*

Glenna Wallace, *Secretary*

Cliff Carpenter, *2nd Council Person*

Betty Sullivan, *Treasurer*

Perry Hauser, Jr., *3rd Council Person*

EWC1 design team members assigned to this project are:

Thomas Boxley, *Director of Marketing*

Wendy Adams, *Project Architect*

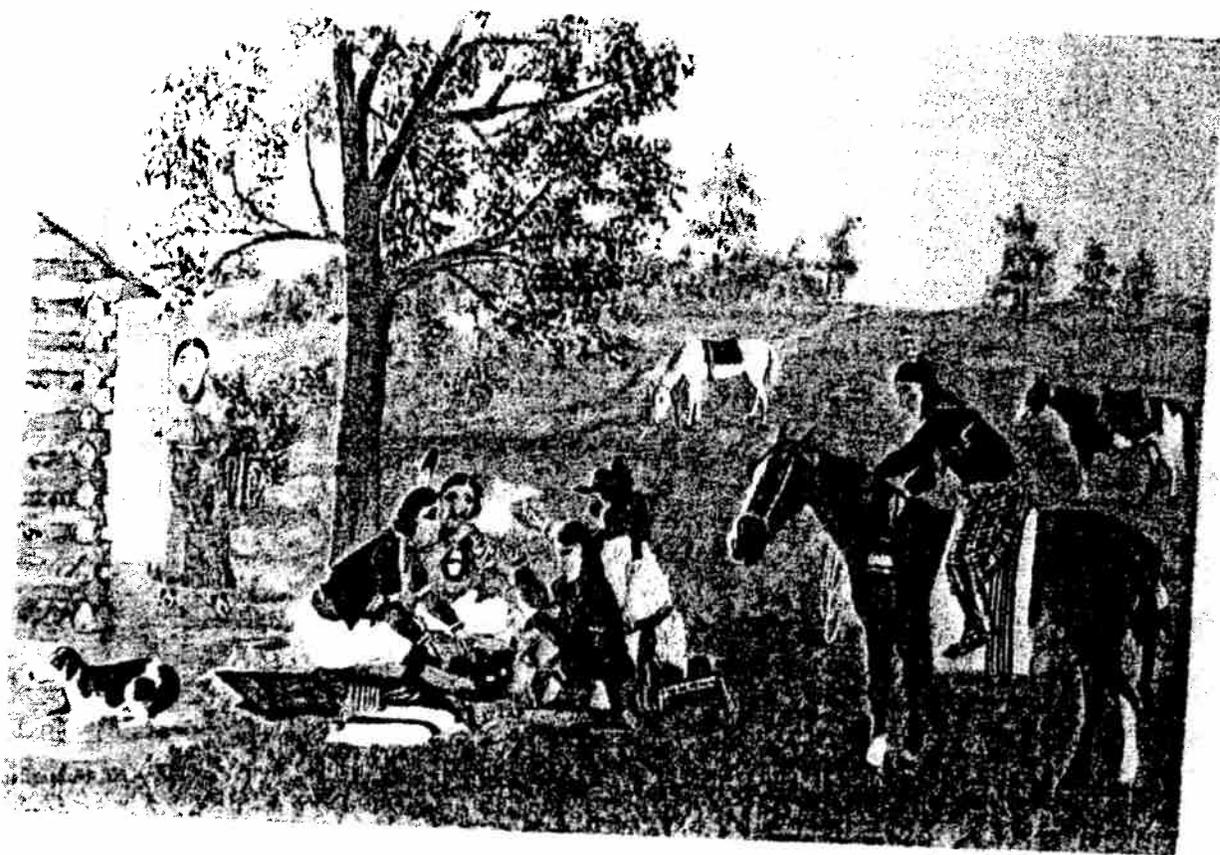
Katie Mihalevich, *Project Architect*

Walt Tempinski, *Project Architect*

We would like to recognize Algonquin Consultants, Inc. for the historical research and theme selection included in this compilation.

Again, we thank you for the tremendous level of cooperation, support and tireless hours given us during this very important phase of the project.

EXECUTIVE SUMMARY AND PROJECT DESCRIPTION



Painting Depicting a Game of Chance

Painting by Ernest Spybuck
Print made available through the
National Museum of the American Indian
Smithsonian Institute in Washington D.C.

EXECUTIVE SUMMARY

"Where there is no vision, the people perish".

The Master Plan Study for the Eastern Shawnee Tribe demonstrates a projected 'Twenty-Year Vision for Growth of the Tribe'. This study documents planning considerations to facilitate the projected needs of the Tribe into the year 2023 and is a compilation of data gathered and analyzed during a series of (programmatic) planning sessions conducted over a four month period. This document is of significant importance.

The most important aspect of the Master Plan Study is that it is a synthesis of the strengths and traditions of the Tribe and is a presentation and continuation of services for the Eastern Shawnee Enrollees. All aspects of the Tribe and Tribal services were considered, including but not limited to:

- Infrastructure
- Project Development Phasing
- Tribal Customs, Traditions and History
- Tribal Leadership
- AOA
- Homeland Security
- Human Resources
- Museum
- Housing
- Recreation
- Commerce and Economic Development

Based on the data gathered, discussed, analyzed, revisited, revised, amended and formatted in this document, the Vision (for growth) has achieved the pupate stage of metamorphosis. The phasing, or roadmap for growth, is contained herein. The final stage, developmental planning and implementation, will be the responsibility of the Tribal Administration, Tribal Business

EXECUTIVE SUMMARY

Continued

Committee, Tribal Development Authority and the Tribal Enrollees, to develop the mechanics (the funding mechanisms), to facilitate the growth.

Project Description

The Master Plan Study began with a series of intense programmatic sessions to extract the vision information (data), from the Design Committee. The information was formatted into three (3) categories; 1) existing experiences, 2) expansion priorities to meet today's requirements and 3) future needs for expansion to facilitate anticipated growth in Tribal population and services.

This data was compiled and analyzed and revealed 1) a viable plan for Tribal growth of services and 2) a plan for maintaining economic independence as a Sovereign Nation within the United States of America. With careful planning, the implementation phases, once brought to fruition, will release the Tribe from dependence on Federal funding resources to a great extent. This study is based on a twenty-year projection, the importance of which is immeasurable.

The Master Plan implementation phase begins with Phase I, the installation of utility services, i.e. wastewater, gas, electric and water supply required to support the six (6) phases of the prescribed development. Roads, drives and parking are then to be overlaid onto the various sites as the priority projects begin.

Phase II, the development of the Tribal Leadership facility at Site 4, is the first priority project. When this facility is completed, the Tribal leadership and administration, constitution, laws and commissions, economic development authority and information technology will be consolidated at one place, the Tribal seat, the Center of Authority. The prominent location selected for this facility is significant. The building has a commanding view of the surrounding natural topography and is the first building a person visually communicates

EXECUTIVE SUMMARY

Project Description, *Continued*

[REDACTED]

with (a portrayal of power), upon entry to the site. The completion of this facility and subsequent move of the Tribal Administrators provides a vacancy at Site 1 that will later be capitalized on.

Phase III at Sites 4, 5 and 6, follows with the development of the Human Resources and Maintenance facility and Phase IV includes the development of the AOA, Homeland Security, EPA and Boys and Girls Club facilities. These two phases provide the facilities required to house and service the needs of the Tribe including, Tribal police department, emergency services, Tribal member services, environmental protection authority and adult education. While the titles and services described by the aforementioned projects are self explanatory, we present at this time, the vision for development associated with the Housing Authority Boys and Girls Club.

This facility will become a focal point for the (housing) community and will support the future expansion of housing. The facility will include an indoor gymnasium, fitness center, indoor pool, classrooms, tutorial area, aerobics, game room, and arts and crafts center. The planning for this facility reflects a program for spiritual and physical growth of the youth of the Eastern Shawnee Tribe located at the housing site and at various (other) locations throughout the Tribal community.

Again, this development is scheduled for completion over a long term period. For reference, the Tribe could forecast that one phase of the prescribed development should be completed each succeeding year. Likewise, over the course of eight (8) years, all Tribal services should be in place.

Phase V, implementation of Economic Development begins. The planning for this phase should run concurrent with the Tribal Services implementation phases and should be coordinated with the Economic Development Authority. The recommended economic

EXECUTIVE SUMMARY

Project Description, *Continued*

development projects include but are not limited to manufacturing, warehousing, conference center, governmental contracting and entrepreneurial. The preliminary planning for these phases should identify, prioritize and earmark funding sources for the designated priority projects.

Sites 1 and 2 have been designated for all commerce and economic development projects based on potential relationships and opportunities afforded by 'location', 'location' and 'location'. Site 1 buildings vacated by the relocation of Tribal services become inventory space for future economic development

These buildings, with interior and exterior modifications, can be readily adaptable to accommodate a business lease need for the City of Seneca, Missouri or other priority options. Site 1 is also the location of a high yield economic development project, the Bordertown Gaming Center. The second phase project associated with Bordertown is to develop a Best Western type motel. Gaming, manufacturing, motel, conference center, warehousing, etc. all located in close proximity, is the land use recommendation for Site 1.

Site 2, designated as a Strip Shopping Center with lease space, is recommended to take advantage of local and transient traffic along State Highway 10 and to attract service type projects that could support a future School scheduled for long term development by the City of Seneca, Missouri School District. The school site is adjacent to the Strip Shopping Center site at the Northeast corner of the county road intersection. The business types for the Strip Shopping Center can be described as fast food, clothing, consumable goods and supplies, flower shops, computer software/hardware sales and repair, cell phone sales and lease, DVD rentals, etc.

EXECUTIVE SUMMARY

Project Description, *Continued*

Another consideration for economic development is at the Northwest corner of Site 4, the frontage at State Highway 10. This site has long been regarded for its potential. A Motel 6 project has been designated as a priority for development to take advantage of transient truck traffic and to support pedestrian overflow generated at the Bordertown Gaming Center Best Western Motel.

The final component scheduled for relocation from Site 1 is the Pow-Wow grounds. The Master Plan recommendation is to relocate this activity to an area that provides for expansion of this component. If left at its present location and with the implementation of the economic development phases at Site 1, the Pow-Wow grounds become inaccessible and land-locked with no reserve expansion space.

Included in the relocation is the development of a parking area for recreational (camping) vehicles and other (family) vehicles, concessions building with master of ceremonies booth, audio components at the arena area designated for the 'drum' and singers and a men and women's bath and shower facility.

Phase VI, the final Master Plan phase, recommends the development of a Museum for Natural History and Center for Education and Research and (outdoor) Recreation. The location designated for the Museum is Site 6, the Young property. Site 7, the Harkins property and portions of Site 6 are designated for outdoor recreation.

The Museum will be situated on that promontory now developed as the existing residence. The main entry to the facility will be oriented to face East. While being a repository for displaying significant artifacts, the goal of the facility is to provide an environment for education and research. A historical library will be included in the development of this facility.

EXECUTIVE SUMMARY

Project Description, *Continued*

Outdoor recreational development includes tennis and basketball courts, softball and baseball fields and soccer fields strategically located to enhance the recreational needs of residents at the housing community. The ball fields and soccer fields will each have a facility housing concessions, elevated commentator's booth and men and women's public bathrooms.

Picnic areas will be located throughout this area and a network of pedestrian walking paths will physically connect all development at Sites 4, 5, 6 and 7. An outdoor amphitheater constructed from natural site resources and located to utilize the inherent topography is recommended for Sites 4 and 6.

Satellite maintenance facilities will be located throughout all development sites to alleviate the need for transporting equipment when required for site maintenance.

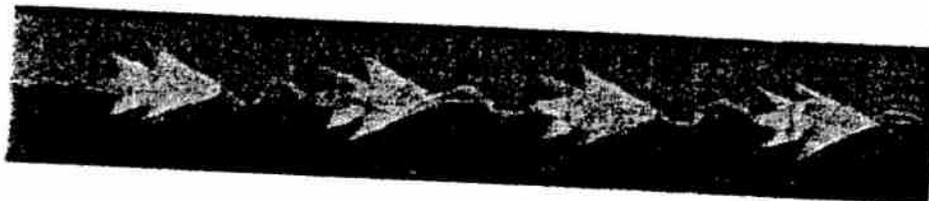
Completion of Phase VI is the end of the twenty-year Master Plan recommendations. The goal of the Master Plan is to provide a 'way', a 'direction', a 'roadmap' for a quality of service, a quality of life and a means of stability and economic independence for the Eastern Shawnee Tribe. To accomplish this goal will take the collaborative effort of all members of the Eastern Shawnee Tribe, the present generations and the future generations. The significance of the vision is that it provides a means for expanding, training, employing, managing, encouraging, empowering and preserving the identity and sovereignty of the Eastern Shawnee Tribe. The impact of the vision for the Tribal community is infinite when supported by the future generations.

The Eastern Shawnee Tribe also has the ability to develop properties at aboriginal territorial locations.

HISTORICAL RESEARCH AND THEME SELECTION



Ribbon Work Design



Bead Work Design

HISTORICAL RESEARCH AND THEME SELECTION

BRIEF HISTORICAL AND CULTURAL SUMMARY OF THE EASTERN SHAWNEE TRIBE OF OKLAHOMA

Historical Summary

The Eastern Shawnee Tribe of Oklahoma is one of three (3) federally-recognized Shawnee tribes that constitute the modern successor tribes of the historic Shawnee Nation. The historic Shawnee People lived throughout the region east of the Mississippi River, centered around today's states of Indiana, Ohio, Michigan, Kentucky, Pennsylvania, West Virginia, and Tennessee. They were a highly mobile, wide-ranging, nomadic people who lived as hunters and planters organized into small bands. Their historic geographical territories were mountainous regions, dense forests, and scattered prairies. Because of their geographic location and the focus of their subsistence pursuits, the Shawnee People are generally known as Eastern Woodlands Indians.

By 1813, because of extended warfare with the European powers and the United States of America, the historic Shawnee Nation had divided and split into eight (8) separate villages, which were located throughout Ohio, Indiana, Missouri, and Canada. The progenitor group of the Eastern Shawnee Tribe came into being about this time. This group was known as the *Lewistown Band of Shawnee*, after the Band's leader – a man named Quah-tah-wah-peeyah – who was known by the Americans as Colonel Lewis. The Lewistown Band of Shawnee was granted a reserve in western Ohio in 1817. The Lewistown Reserve was shared with an independent band of mixed Seneca and Cayuga Indians who had earlier split from the Six Nations of New York and Canada and allied themselves with the Shawnees.

The Lewistown Band later became known as the *Mixed Band of Seneca and Shawnee* around 1830, when the Lewistown Shawnees and their Seneca-Cayuga allies and neighbors were forced to move west and negotiate a treaty to exchange their Ohio lands for a reservation in Indian Territory (Oklahoma). The Mixed Band of Seneca and Shawnee came to Indian Territory in 1831 and was known by this name until 1867. In 1867, the two groups separated, each receiving its own lands independent of the other. At this time, the US Government re-named the Lewistown Shawnees the *Eastern Shawnees*, as they were the eastern-most tribe of Shawnees in Indian Territory.

Cultural Summary

The Eastern Shawnees numbered 169 individuals in 1819 and shrank to an all-time low of only 79 individuals in 1899. The conditions that led to this decrease in population speak, as well, to the tragic loss that the Eastern Shawnees also suffered in regard to aspects of their traditional culture, particularly their ceremonial practices. Members of both the Lewistown Band and its successor, the Eastern Shawnee Tribe, were considered conservative, traditional Shawnees. However, ceremonial functioning as a tribe ceased around 1880, when the last Eastern Shawnee dance ground was abandoned. It has been said that by this time, there were simply too few people available to fill the necessary ceremonial positions.

These circumstances persist into the present, with the few remaining traditional Eastern Shawnees attending ceremonial functions at other Shawnee dance grounds located near White Oak and Little Axe,

HISTORICAL RESEARCH AND THEME SELECTION, *Continued*

Oklahoma. The majority of Eastern Shawnees today, however, are no longer "traditional" Shawnees, in that most tribal members do not possess much in the way of traditional ceremonial knowledge or other cultural information and do not attend dances at other grounds or otherwise routinely practice traditional Shawnee ways. Thus, careful consideration must be given in exploring the validity of applying traditional Shawnee symbolism in any architectural or construction project undertaken by the Eastern Shawnee Tribe.

TRADITIONAL SHAWNEE CULTURAL DESIGNS AND SYMBOLS: APPLICATION IN MODERN CONSTRUCTION

Overview

This document is intended to assist in identifying and applying suitable aesthetic arrangements and designs, derived from Shawnee culture and history, in the construction of a proposed Eastern Shawnee tribal headquarters. Such construction designs include three (3) components: Campus Layout, Structural Style, and Design Patterns. Campus Layout pertains to historic Shawnee village layout. Structural Style pertains to the type of traditional structures used by historic Shawnees. Design Patterns are specific designs, collectively referred to as patterns, that are representative of Shawnee cultural beliefs.

Campus Layout

Typically, a historic Shawnee village constituted the complete community. A village consisted of a central council house, used for group meetings and ceremonial functions, surrounded by a wide circle of all the village members' lodges. Additional structures would also have been included within the village or its periphery, depending upon function, such as cooking, spiritual, and women's needs. Because this arrangement presumed all of life's functions for the village, using this kind of layout for a modern tribal government headquarters would be inconsistent with traditional practices.

Further, as the old-time Shawnees were very nomadic, these villages were not intended to be used for more than a season or two. As well, villages differed in certain respects, depending on the particular season they were occupied. Modern construction, by contrast, is permanent and must allow for infrastructure needs such as water lines, roads, and other contemporary applications. Additionally, because the historic Shawnee village layout is still used by the ceremonial dance grounds, it is strongly recommended that this layout not be copied as a framework for any modern construction, as it could very well be considered disrespectful.

Structural Styles

Styles include the rectangular-shaped council house, which was typically made of large trees arranged horizontally to form the walls and a gabled roof covered with a type of wooden shingle. The council house had only two doors, one at each end. Traditional lodges, in contrast, were circular, beehive-shaped structures, framed with small willow poles and covered with tree bark or animal hides, depending on the season. Traditional Structural Style does not seem to be a very adaptive model for modern building construction. As with a village layout, the use of modern construction modeled after traditional lodges could be perceived as disrespectful of traditional Shawnee beliefs.

HISTORICAL RESEARCH AND THEME SELECTION, *Continued*

Design Patterns

As with all Indian People of the Western Hemisphere, the graphic or artistic expression of the Shawnee People was manifested through various media and employed symbols reflective of their environment. Thus, as the Shawnee People were primarily inhabitants of the eastern woodlands of the modern United States and Canada, their symbolic representations included regional fauna and flora and other natural elements. The term "art" is not so much an accurate description of Indian symbolic expression as it is a western-European concept denoting a separately functioning form of individual or collective aesthetic expression, such as painting and sculpture.

Historically, Indian "art" was, in reality, the decorative embellishment of items of practical, everyday use, such as moccasins, cooking utensils, or clothing. The historic Shawnee People were known by other tribes and Europeans alike as a very conservative people of simple decorative art. Prior to the arrival of Europeans, the primary components of Shawnee symbolic expression were paint, porcupine quill, animal hair, feathers, and silver. Designs known as "floral art" that were reflective of the flowers, leaves, and grasses of their eastern woodland environment were common, as were fundamental geometric forms such as diamonds and circles, which were also derived from nature.

Traditional clothing is the primary remaining medium of symbolic art used by Shawnee communities today. Traditionally crafted and decorated styles of moccasins, women's cloth dresses, men's leggings and breech cloths, and other clothing-related accessories are today found primarily among the Little Axe communities of the Absentee Shawnee Tribe. Contemporary designs used include traditional woodland floral art and also designs from the southern plains flora and fauna.

Historically and Culturally Relevant Symbols

Historically, no "national" Shawnee symbols existed, nor did standard colors denoting the directions, or anything else, in Shawnee society. All tribal seals, flags and other representations used by any of the modern Shawnee tribes are strictly modern, 20th century creations made in response to modern demands; generally such demands have been exerted from the non-Indian world. The tribal seal and flag of the Eastern Shawnee Tribe of Oklahoma, for example, were designed in the late 1970s.

Design elements used were derived from a version of a reputed traditional Shawnee creation story. Unfortunately, the accuracy of the particular version that gave rise to the symbols used is in doubt. Thus, the symbols contained in the modern Eastern Shawnee seal and flag, while graphically pleasing, cannot be said to be, in fact, traditional Shawnee (or even historically, culturally relevant) symbols. Further, the traditional Shawnee creation stories are only to be told verbally, and then only during certain times of the year; they are not supposed to be written down or otherwise graphically depicted. Still, other design elements and appropriate symbols relevant for the Eastern Shawnee Tribe can be identified.

The Appropriation of Traditional Symbols

The appropriation of traditional Shawnee cultural designs and symbols for a contemporary function must be balanced with a healthy respect for the sensitivities of the thriving, traditional Shawnee communities that still exist elsewhere in Oklahoma and the traditional Shawnee society and ways they represent. To these communities, such traditional designs and symbols still have deep and often sacred

HISTORICAL RESEARCH AND THEME SELECTION, *Continued*

meaning. Indeed, the conservative nature of traditional Shawnee culture, which we would strive always to respect, and a desire to avoid any offense to those Shawnees still following traditional ways, requires us to consider that the non-traditional use of some traditional cultural designs and symbols may be inappropriate. However, the contemporary use of certain historically relevant cultural designs and symbols of a more generalized or "secular" nature could be appropriate.

Relevant Symbols Identified

Specific designs that would have cultural significance for the Eastern Shawnee Tribe in any future building ornamentation would include traditional woodland and prairie floral and faunal representations. The use of woodland floral designs would be representative of the historic Shawnee homelands. The use of contemporary prairie fauna would be representative of the current environmental situation. This coupling of design features from the past with those from the geography of the present is quite relevant to Eastern Shawnee tribal members, the descendants of Eastern Woodlands Indian people whose ancestors were removed to Oklahoma more than 170 years ago.

As regards traditional floral designs, leaves or flowers connected by a single vine or common stem, for example, would serve as suitable decorative embellishment for both exterior and interior wall trim. Such floral designs could be painted or stenciled on a wall surface, or cast in concrete or similar material as part of the structure and texture of the wall itself. Groups of four simple geometric or other symbols reflective of natural elements – such as circles or feathers – would also be ideal motifs.

These groups of four elements could be repeated for a vertical band or horizontal border, or used as a single group of four elements in more isolated design situations, such as on a door panel, a sconce, a fabric covering, or as a focal embellishment on a single wall. Again, these elements could be painted onto a wall or textile, etched into a metal surface, or molded or carved into other architectural features.

Another concept that should be considered by the Tribe is the creation of a uniquely distinct mural design that would tell the story of the Eastern Shawnee Tribe through symbolic imagery applied consistently throughout the campus. The mural would integrate elements of the Tribe's history from the removal from Ohio to the current status in Oklahoma, thereby being uniquely distinct to the Eastern Shawnee Tribe. Such a project would be within the purview of capabilities of Algonquin Consultants and we would welcome the opportunity to assist the Tribe in such an endeavor.

As for examples of Shawnee cultural designs, the designs at the beginning of this section reflect those found in Shawnee ribbon work and beadwork dating from 1850 up until the present time. These designs could be used in the construction features mentioned above.

HISTORICAL RESEARCH AND THEME SELECTION, *Continued*

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PROGRAMMATIC DATA



Interior of a reconstructed Wigwam



Sketch of Wigwam structure

Images from *Native American Architecture*
by Peter Nabokov and Robert Easton, Copyright 1989

PROGRAMMATIC DATA

Memorandum of Program Session #1

Meeting Date: February 12, 2003

Meeting Time: 10:00 a.m.

Location: Conference Room, Eastern Shawnee Tribe Administration Building

Present: Charles Enyart, Chief, Eastern Shawnee Tribe
Bill McKee, Dir. Of Self Governance
Thomas Boxley, EWC1 Architects

Purpose: To discuss the Eastern Shawnee Tribes vision for tribal program(s) and economic development of the 112 acres adjacent to the existing Travel Plaza and including the 40-acre site at the Housing Authority development located southwest from the Travel Plaza.

Discussion Items

1. The concept for the Master Plan is to document the vision for growth of tribal programs and economic development projected over a ten (10) or fifteen (15) year period. The vision includes the relocation of the Tribal Complex to the 112 acres adjacent to the Travel Plaza and will include but is not limited to the following (main) components:
 - Infrastructure
 - Water tower
 - Waste treatment facility
 - Power generation (electrical)
 - Retail shopping center
 - Tribal administration facility
 - Tribal judiciary facility
 - Tribal medical center
 - Tribal cultural center
 - Tribal recreational areas
2. The documentation of the vision will be defined in the Program of Requirements generated during a series of meetings with appropriate Tribal officials and Architectural representatives. Once the Program of requirements is compiled, a series of design studies will delineate the massing of structures, their relationships on the site, the anticipated square footages of the structures, the occupancy load for each structure and

PROGRAMMATIC DATA

subsequent water supply, waste (effluent) and power requirements.

3. Historical research will be included to define Shawnee graphic symbols, such as those derived from basketry, ceramics, animal figures, ribbon-work, etc. and colors that will be infused into the design of buildings, exterior and interior, to establish a 'theme' for continuity of the (campus) design. This research will be conducted via interviews with designated tribal representatives and investigation of historical archival materials. The need for required archaeological studies will be determined; those studies will be conducted as needed. Such studies typically are required in accordance with Section 106 of the National Historic Preservation Act whenever federal lands or funds are used in a development. Sometimes field inspections are also required during the construction phase, in the event that something of archaeological significance is potentially encountered. Inspections rule out false findings and prevent unnecessary work stoppages, as well as address real needs, such as those required by the Native American Graves Protection and Repatriation Act

4. Cost summaries and phasing of projects will be included, identifying priority projects for the entire scope of the Master Plan.

Note: It is highly recommended that the Tribe adopt a resolution accepting the Master Plan as the tool representing the long-term development goals that will be implemented regardless of (future) administrative changes.

5. The architects will include suggested locations for centralized utility easements to serve the study areas.

6. Available funding sources for the various components of the development, i.e. utilities, roads, bricks and mortar, etc., will be identified and timetables established to process applications (for funding).

End of Memorandum

PROGRAMMATIC DATA

Memorandum of Program Session #2

Meeting Date: April 8, 2003

Meeting Time: 10:00 a.m.

Location: Conference Room, Eastern Shawnee Tribe Administration Building

Present: Charles Enyart, Chief, Eastern Shawnee Tribe
Bill McKee, Dir. Of Self Governance
Bryce Washington, Business Manager
Gig Garrow, Chair, Eastern Shawnee Development Board
Lamont Laird, Algonquin Associates
Thomas Boxley, EWC1 Architects
Katie Finnegan, EWC1 Architects

Purpose: Coordination Meeting: To develop a method by which EWC1 will be able to capture the Eastern Shawnee Tribe's vision for the 20 year Master Plan.

Discussion Items

1. Economic development uses at the existing site were discussed. Potential uses were Scholastic Marketing the North East Oklahoma Schools and records storage.
2. The vision for the categorization of the proposed site was facilitated by Thomas. The areas to be explored include:
 - Relocating the administrative arm of the tribe.
 - Discussing the judiciary component of the tribe to determine future needs.
 - Planning for social services provided by the tribe
 - Planning for the medical welfare of the tribe
 - Providing a cultural base for the tribe
 - Considering various entertainment options in the future.
3. The basis of the plumbing infrastructure plan will be based on the needs, wants and goals of the tribe. Self sustainability is desired for providing water and electricity. Propane gas will also be available. A separate water district for the tribe's future development is preferred.
4. An emergency medical and fire service should be included in the plan.
5. Roy indicated he has a list of the property ownership.

PROGRAMMATIC DATA

6. Roxanne should be contacted to get a copy of the aerial survey.
7. There is Modoc jurisdiction on Eastern Shawnee land to be considered.
8. Administrative structure will be covered at the next meeting. EWC to develop guideline to be used in focus area meetings.

End of Memorandum

PROGRAMMATIC DATA

Memorandum of Program Session #3

Meeting Date: April 15, 2003

Meeting Time: 10:00 a.m.

Location: Conference Room, Eastern Shawnee Tribe Administration Building

Present: Charles Enyart, Chief, Eastern Shawnee Tribe
Bill McKee, Dir. Of Self Governance
Bryce Washington, Business Manager
Thomas Boxley, EWC1 Architects
Katie Finnegan, EWC1 Architects
Wendy Adams, EWC1 Architects

Purpose: Focus Area Meeting #2: Eastern Shawnee Tribe's vision for tribal governmental & administrative growth.

Discussion Items

1. Leadership and Administration
 - Image of power / Center of Authority
 - Choctaw and Cherokee Tribes were cited as models
 - Will house the Chief Staff: the Chief, the 2nd Chief, the Chief of Staff / Tribal Administrator, required assistants / receptionists.
 - Business Committee leadership will also be located here.
 - Perhaps a tribal council amphitheater
 - Board Room
 - Hosts annual general council meeting
 - 2 conference rooms
2. Election Board
 - 5 members, not housed, secure office
3. Constitution and Laws
 - Tribal lawyer, paralegal, conference area, legal library, receptionist
4. Economic Development Authority
 - Tribal business leadership only, staff located in another area
 - Chairman of the Board, secretary, grant writer, planner, statistician, 5 accountants

PROGRAMMATIC DATA

5. Gaming Commission
 - Currently contracted out, 2-5 officers possible in the future
 - Current commissioner is housed at Bordertown
6. Tax Commission
 - Not an actual commission but will require an office
7. The need for a judicial system was discussed. Currently, the CFR court provides all services in the area. It is not expected to change in the future, however it will require further evaluation in the future.
8. Homeland security was also a topic. Currently, there is a police station with 3 officers. Future growth indicates 5 officers will be likely. In addition to a police station, ambulatory services and a fire station are desired. A mutual agreement with the City of Seneca will be likely concerning a future fire services.
9. Medical facilities are currently out of Bear Skin Clinic in Wyandotte. This is not expected to change.
10. Modifications to the topic outline were made per ESTO and the next meeting time was agreed upon.

End of Memorandum

PROGRAMMATIC DATA

Memorandum of Program Session #4

Meeting Date: April 22, 2003

Meeting Time: 10:00 a.m.

Location: Conference Room, Eastern Shawnee Tribe Administration Building

Present: Charles Enyart, Chief, Eastern Shawnee Tribe
Bryce Washington, Business Manager
Thomas Boxley, EWC1 Architects
Katie Finnegan, EWC1 Architects
Wendy Adams, EWC1 Architects

Purpose: Focus Area Meeting #2: Eastern Shawnee Tribe's vision for social service growth.

Discussion Items

1. Reviewed items discussed at last meeting
2. The various services that are offered through the tribe were reviewed including
3. Economic Development Authority
 - Tribal business leadership only, staff located in another area
 - Chairman of the Board, secretary, grant writer, planner, statistician, 5 accountants
4. Gaming Commission
 - Currently contracted out, 2-5 officers possible in the future
 - Current commissioner is housed at Bordertown
5. Tax Commission
 - Not an actual commission but will require an office
6. The need for a judicial system was discussed. Currently, the CFR court provides all services in the area. It is not expected to change in the future, however it will require further evaluation in the future.
7. Homeland security was also a topic. Currently, there is a police station with 3 officers. Future growth indicates 5 officers will be likely. In addition to a police station, ambulatory services and a fire station are desired. A mutual agreement with the City of Seneca will be likely concerning a future fire services.
8. Medical facilities are currently out of Bear Skin Clinic in Wyandotte. This is not expected to change.

PROGRAMMATIC DATA

9. Modifications to the topic outline were made per ESTO and the next meeting time was agreed upon.

End of Memorandum

PROGRAMMATIC DATA

Memorandum of Program Session #5

Meeting Date: May 6, 2003

Meeting Time: 10:00 a.m.

Location: Conference Room, Eastern Shawnee Tribe Administration Building

Present: Bryce Washington, Business Manager
Bill McKee, Director of Self Governance
Sarah Captain, Housing Authority
Thomas Boxley, EWC1 Architects
Katie Finnegan, EWC1 Architects
Wendy Adams, EWC1 Architects

Purpose: Focus Area Meeting #3: Eastern Shawnee Tribe's vision for growth regarding the Housing Authority.

Discussion Items

1. Reviewed items discussed at last meeting
2. Discussed current youth programs which include an after-school program as well as a summer youth program. There are currently 4 Vista slots, 1 Youth Director and 1 part time tutor. Growth in this area is anticipated.
3. The Housing Authority Property currently consists of 48 acres located adjacent to the 112 acres on which the human resources building and existing travel plaza are located. The possibility of purchasing an addition 12 acres was mentioned. Future expansion of the housing authority is anticipated to be 24 units to be built on this same property.
4. Also discussed was a future Boys & Girls Club. A minimum of 100 participants is required to obtain a charter. Currently there are 85 youth signed up for ESTO youth programs.
5. The vision for the Boys & Girls Club will require the existing facility to be expanded and/or relocated to accommodate future growth. Space will be required for both the Executive Director and the Unit Director, administrative offices and a board/conference room. The possible programs that will be offered are the following:
 - Tutoring
 - Traditional Gardening
 - Arts/Crafts

PROGRAMMATIC DATA

- A gymnasium
 - A game room
 - Outdoor sports fields i.e. Basketball courts, volleyball courts, softball/baseball diamonds
 - A classroom to accommodate approx. 15 kids for each of the 3 main age groups....Elementary, Junior High, and High School.
 - A kitchen
 - A maintenance facility
 - Outdoor trails
 - Indoor pool / fitness center
6. Economic development was also discussed. Diversification is keyPotential properties for economic growth were identified. They include:
- The area west of the Travel Plaza
 - The land currently used for rodeo grounds
 - Possible relocation of the existing Pow-wow field and subsequent warehousing development
7. Modifications to the topic outline were made per ESTO and the next meeting time was agreed upon.

End of Memorandum

PROGRAMMATIC DATA

Memorandum of Program Session #6

Meeting Date: June 24, 2003

Meeting Time: 10:00 a.m.

Location: Conference Room, Eastern Shawnee Tribe Administration Building

Present: Charles Enyart, Chief, Eastern Shawnee Tribe
Bryce Washington, Business Manager
Bill McKee, Director of Self Governance
Thomas Boxley, II, EWC1 Architects
Thomas Boxley, III, EWC1 Architects
Wendy Adams, EWC1 Architects

Purpose: Focus Area Meeting #4: Final focus area meeting to discuss phasing.

Discussion Items

1. Reviewed items discussed at last meeting
2. EWC had preliminary layouts and land use plans for the various ESTO properties. These were reviewed and comments were noted.
3. The following phasing sequence for the master-plan was developed.
 - Phase One – Infrastructure (Includes roads, water supply & treatment, electricity supplies)
 - Phase Two – Leadership Building
 - Phase Three – Human Resources & Maintenance
 - Phase Four – AOA & Homeland Security Building
 - Phase Five – Economic Development
 - Phase Six – Cultural & Museum Development
4. Discussion regarding potential Pow-wow grounds relocation revealed concerns that could arise from the tribal members. Care will be taken to insure tribal traditions and customs aren't overlooked during this piece of the planning process.
5. The next meeting will involve all the department heads. It will be important to get their input and suggestions re: the proposed master plan. After that meeting, all comments will be addressed and modifications will be made before the final presentation to the business committee.

End of Memorandum

PROGRAMMATIC DATA

Memorandum of Program Session #7

Meeting Date: July 25, 2003

Meeting Time: 10:00 a.m.

Location: Break Room, Eastern Shawnee Tribe Administration Building

Present: Charles Enyart, Chief, Eastern Shawnee Tribe
Bryce Washington, Business Manager
Bill McKee, Director of Self Governance
Department Heads, Eastern Shawnee Tribe
Thomas Boxley, II, EWC1 Architects
Katie Mihalevich, III, EWC1 Architects
Wendy Adams, EWC1 Architects

Purpose: Department Head Meeting: Discuss and review preliminary recommendations by EWC1 with ESTO department heads.

Discussion Items

1. The meeting opened with Thomas making introductions and giving background information about the planning process to the group. He reviewed the property locations of the pieces of land used by EWC1 in the Master Plan concept and gave a brief summary of the phasing involved.
2. Katie followed by giving a more detailed description of each piece of property and the proposed land use plan/concept for each. Properties discussed were:
 - The Existing Tribal Complex
 - The Harkins Property
 - The Housing Authority Land
 - The Young Property
 - The Patton Property
 - The 112 Acre Plot
3. Wendy facilitated the review of the Master Program Area Requirements. Very much constructive information was obtained from the department heads which will be incorporated into the final Master Plan offered by EWC1. Areas of review and discussion were:
 - Leadership & Administration
 - Constitution, Laws & Commissions

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- Economic Development Authority
- IT Department & Support
- Tribal Police Department
- Emergency Services
- Judicial Services
- Member Services
- EPA
- Adult Education/GED
- Cultural Center
- Gift Shop
- Museum
- Amphitheatre
- Youth Education
- Outdoor Areas & Gym
- W.I.C.
- Senior Meals/Nutritional Services
- Food Distribution Warehouse
- Maintenance Services
- Library Services

4. Thomas recapped and the meeting adjourned.

End of Memorandum

PROGRAMMATIC DATA

Building Area Summaries

TRIBAL AFFAIRS / ADMINISTRATION BUILDING		SF Area
Suite 1: Leadership & Administration		
Suite 2: Constitution, Laws, & Commissions		
Suite 3: Economic Development Authority		
Suite 4: IT Department & Support		
TOTAL SF		13,901
HUMAN RESOURCES BUILDING		Area in
Suite 1: Member Services		
Suite 2: Adult Education / GED		
TOTAL SF		8,550
ENVIRONMENTAL PROTECTION AGENCY		Area in
A. EPA		
B. Office of Land Management		
TOTAL SF		6,900
MAINTENANCE BUILDING		
Area 1: Maintenance Services		
TOTAL SF		15,816
AOA BUILDING		
Suite 1: Women, Infants, and Children Program		
Suite 2: Senior Citizen Meals / Nutritional Services		
Suite 3: Food Distribution Warehouse		
TOTAL SF		5,252
HOMELAND SECURITY BUILDING		
Area 1: Tribal Police Department		
Area 2: Emergency Services		
TOTAL SF		7,404
HOUSING AUTHORITY COMPLEX		
Area 1: Boys and Girls Club		
Area 2: Outdoor Areas & Gym		
Area 3: Maintenance		
TOTAL SF		29,031
CULTURAL CENTER & MUSEUM BUILDING		
Suite 1: Cultural Center and Library		
Suite 2: Gift Shop		
Suite 3: Museum		
TOTAL SF		27,353

PROGRAMMATIC DATA



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PROGRAM SPACE SUMMARIES

TRIBAL AFFAIRS ADMINISTRATION BUILDING		No.	Approx LxH (ft)	Approx Width (ft)	Area in SF
Suite 1: Leadership & Administration <i>Center of Authority / Image of Power</i>					
A: Chief's Suite					
Chief's Office		1	18	24	184
Second Chief's Office	<i>Currently not a paid position.</i>	1	12	14	168
Chief of Staff's Office	<i>Currently Tribal Administrator</i>	1	12	14	168
Conference Room A		1	12	19	216
Conference Room B		1	12	12	144
Board Room		1	24	18	384
Administrative Assistant		1	12	7	84
Reception Area	<i>Includes waiting area.</i>	1	12	20	240
Human Resources Director		2	12	10	120
Staffers					
Fire-Proof Vault	<i>10 Legal-sized Files</i>				
B: Business Committee <i>Only B.C. leadership to be housed in this area.</i>					
Tribal Business Manager		1	12	14	168
Committee Members		2	12	8	192
Break Room			12	25	300
					2268
					590
					2848
Suite 2: Constitution, Laws, & Commissions					
A: Tribal Legal Department					
Chief Counsel		1	12	12	144
Chief Counsel's Admin. Asst.		1	10	10	100
Staff Attorney		3	12	7	252
Paralegal		2	10	10	200
Library / Conference Room		1	12	18	216
Admin. Asst.		3	12	8	288
Receptionist	<i>Includes waiting area.</i>	1	12	17	204
B: Election Commission					
Election Commission Room	<i>Needs to be a secured and fireproof space.</i>	1	12	16	192
C: Gaming Commission <i>Currently contracted out.</i>					
Gaming Commissioner		1	12	14	168
Deputy Commissioner	<i>To be housed in Bordertown Casino for now.</i>	1	12	12	144
Admin. Asst.		2	12	7	168
Compliance Officer	<i>2-3 Officers possible in future.</i>	5	12	7	420
D: Tax Commission					
Tax Committee		1	12	16	192
Break Room					178
					1268
					179
					1242

PROGRAMMATIC DATA

	No.	Apprx Lgth (ft)	Apprx Width (ft)	Area in SF
Suite 3: Economic Development Authority Only E.D.A. leadership to be housed in this area.				
CFO	1	12	14	168
Accountants	5	12	7	420
Attorney	1	12	12	144
Chairman of the Board	1	12	14	168
Chairman Offices	2	12	10	240
Admin. Asst	1	12	10	120
Receptionist	1	12	10	120
Planner	2	12	7	168
Grant Writer	1	12	10	120
Value/Compliance Officers	3	12	7	252
Statistician	1	12	10	120
Conference Room	1	12	12	144
Break Room		20	25	500
			Suite 3 Base SF	2684
			Circulation Allowance	805
			Total Suite 3 Planning SF	3489
Suite 4: IT Department & Support				
IT Director	1	12	12	144
4 IT Staffers	4	12	7	336
Server Room	1	12	7	84
Parts Storage	1	12	12	144
Conference area	1	12	12	144
Break Room		8	25	200
			Suite 4 Base SF	1052
			Circulation Allowance	316
			Total Suite 4 Planning SF	1368
			TRIBAL AFFAIRS BASE SF	2700
			30 % Circulation Allowance	+ 2780
			10 % bathrooms, mech, elec, janitor, copy	+ 927
			5% Storage	+ 463
			5 % Expansion Contingency	+ 463
			TOTAL SF	8000

PROGRAMMATIC DATA

HUMAN RESOURCES BUILDING	No.	Apprx Lgth (ft)	Apprx Width (ft)	Area in SF
<i>There is currently an existing human resources building. The services listed in this section may be housed in the existing facility. Should there be a need for additional space in the future a second human resource building can be built next to the existing building.</i>				
Suite 1: Member Services				
A. Housing Placement Office <i>Includes H.L.P., HUD, and 121 Grant</i>				
Reception / Waiting Area				
Admin. Asst.	1	12	10	120
Director's Office	1	12	8	96
	2	12	12	288
B. Child Care				
Director's Office	1	12	12	144
Resources Referral	1	12	12	144
Licensing/Monitoring	1	12	12	144
Intake Clerk	1	12	12	144
Toy Landing Area	1	12	12	144
Early Literacy Library	1	14	16	224
Care Area	1	20	20	400
C. Ombudsman				
Director's Office	1	12	12	144
D. Community Health Representative				
Director's Office	1	12	12	144
E. Health and Social Services <i>Glasses, Dentures, Mail Order Pharmacy, Burial Services</i>				
Director's Office	1	12	12	144
F. Tribal Membership / Roles				
Director's Office	1	12	12	144
G. Child / Family Protective Services				
Director's Office	1	12	12	144
Child Protection Specialist	1	12	12	144
Admin. Asst.	1	12	8	96
Reception	1	12	10	120
Play Area	1	12	10	120
Interview Rooms	2	12	10	240
I. Member Services Conference Area				
Conference Room A	1	12	16	192
Conference Room B	1	12	10	120
J. Copy Area				
Copy Area	1	14	16	224
K. Reception/Waiting Area				
Reception/Waiting Area	1	12	10	120
L. Break Room				
Break Room		20	14	280
Suite 1 Base SF				4104
Circulation Allowance				1231
Total Suite 1 Planning SF				5335
Suite 2: Adult Education / GED				
Director's Office	1	12	12	144
Counselor's Office	1	12	12	144
Computer Lab / Study Resources	1	18	16	288
Appitude Testing Area	1	12	12	144
Job Placement Office	1	12	12	144
Vocational Testing Lab	1	14	16	224
Storage	1	12	12	144
Intake Area	1	12	12	144
Classroom	1	20	20	400
Break Room		9	12	108
Suite 2 Base SF				1596
Circulation Allowance				478
Total Suite 2 Planning SF				2078
HUMAN RESOURCES BASE SF				5700
30 % Circulation Allowance				+ 1710
10 % bathrooms, mech, elec, janitor, copy				+ 570
5% Storage				+ 285
5 % Expansion Contingency				+ 285
TOTAL SF				8550