

Group:	Management Resources	Month/Year of Report:	FY20 Report for June Mtg.		
Executive Director:	David Moore	Phone:	David – (918) 453-5000 X. 4137	E-mail:	david-moore@cherokee.org

I. Budget Highlights

Please refer to the monthly financials from the Financial Resources Group

II. Program Highlights

Distributing PPE, disinfectant and other supplies for our return to work.

We have procured two machines to produce our own sanitizer and should be arriving soon. (Getting the building ready to receive)

This will insure CN and our entities will have sanitizer readily available moving forward. (Ongoing)

a.) Accomplishments

Continue to maintain our properties with a largely reduced staff

LAND MANAGEMENT

OBJECTIVE	ACTUAL	YTD
New fencing projects	1	1
Chemical Brush/Weed Control (spray) * <i>Spring only</i> *	270	4570
Lease Compliance/Tribal land inspections	0	0
Mechanical Weed/Brush Control	320	1300
Provide Technical Assistance to Communities		
Hay baled (2020) * <i>Summer only</i> *	309	309
Crops for families from Jay Garden		
Bales of hay sold	150	150

Resources Projects

- Cutting and baling hay
- Brush hogging

Jay Community Garden

- Planting for upcoming season as follows;
- Potatoes, Radishes, Mustard, Tomatoes, Peppers, Corn and Green Beans
- Established fruit trees as follows;
- Apple, Peach, Pear and Plumb

Bison Project

- Routine feeding for month of May
- Spring Bison roundup for vaccination and general Veterinary assessment.
- 5 new Bison calves, 25 total
- Applied for surplus Yellowstone Bison bulls (4)

GROUNDS MAINTENANCE

Beaver Property (by Yonkers)	<input type="checkbox"/>	Garland, Texas Property	X
Belfonte	X	Greenhaw Tract	<input type="checkbox"/>
Bull Hollow Com. Bldg.	X	Jay Food Distribution	<input type="checkbox"/>
Bull Hollow Shop	X	Kenwood Trailer Park	<input type="checkbox"/>
Candy Mink Springs	X	Locust Grove Property	<input type="checkbox"/>
Catoosa Truck Stop	<input type="checkbox"/>	Murphy	<input type="checkbox"/>
Cherry Tree	<input type="checkbox"/>	Rocky Ford Park	<input type="checkbox"/>
Dahlongeah Park	<input type="checkbox"/>	Tahlonteeskee	<input type="checkbox"/>
Dahlongeah Shop	<input type="checkbox"/>	Taylor Ferry	X
Flint Courthouse	<input type="checkbox"/>		

PLANNING & DEVELOPMENT

b.) Accomplishments

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
CN/OSU Osteopathic School	2019	35%	Dec. 2020
Mankiller Clinic (CNB)	January 2020	10%	See below comments
Catoosa Tag Office	Summer 2020	Drawings complete	GC Bid Posting July 2020
Durbin Feeling Language Center	Summer 2020	Design Phase	TBD
Pryor CDC	Fall 2020	Design Phase	TBD

REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Keeler/Registration Vault	Summer 2020	Drawings complete	TBD
Tahlequah CDC	Summer 2020	Drawings 60%	TBD

- Mankiller Health Center
 - Anticipated restart July 6 (work suspended due to COVID)
 - Schedule update with COVID suspension impacts TBD
- Hastings Hospital Grounds
 - Punch list items ongoing on CN Outpatient Health Center
 - Documents completed for retention area, bid to go out soon
- OSU Medical Center
 - 2020 Exp. Completed Date
 - Phased return-to-work was completed in June. Construction manpower back to 100%.
 - 1st Floor and Basement painting and floor covering in progress
 - Drywall work in progress on 2nd floor
 - MEP rough-in is in progress 3rd floor

➤ **FACILITIES MANAGEMENT**

c.) **Accomplishments**

- *Staff sanitizing facilities and helping with Plexiglass install in various heavy trafficked areas where the public is, working with all staff to keep employees safe.*

WORK ORDERS

PROJECT	30 Day Operating Days	In Progress	Completed
All Work Order's Received	6/1-6/30	90 total	87

PROJECTS

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Covid Relief Efforts	Ongoing	Ongoing	Unknown
Install New HVAC Unit - Benefits		100%	6/26/2020
Roof Repair – Career Svc Lrng Ctr		100%	6/29/2020
Fire Sprinkler System – KAWI	July 2020		

Procuring supplies for phased reopening of CN departments.

FLEET SERVICE CENTER

d.) **Accomplishments**

- Facility limited opening due to COVID 19

UPCOMING MONTHLY SCHEDULE (or) FUTURE PLANS

LAND MANAGEMENT

e.) Future Plans/New Initiatives

- Cutting and bailing Hay
- Mowing
- Maintain properties

PLANNING & DEVELOPMENT

f.) Future Plans/New Initiatives

- **CN/OSU Osteopathic Medical School** – Construction was halted but has resumed late May with a phased work plan, (Back to 100% on manpower); Interior framing install ongoing; Drywall install ongoing; 1st floor and basement painting and flooring 50% complete; Fireproofing ongoing; MEP ongoing; EIFS ongoing; Stone ongoing; Low voltage cable ongoing; Ceiling grid ongoing
- **Mankiller Clinic** – Demolition complete; all work halted due to COVID 19; Preparing to resume work July 6th
- **Durbin Feeling Language Center** – developing plans, bidding process forthcoming

FACILITIES MANAGEMENT

Mowing and weeding of all properties

Cleaning, sanitizing and general maintenance of properties

Performing PM (preventive maintenance) duties

g.) Future Plans/New Initiatives

- Markoma Drainage Project
- Continued implementation of new sanitizing procedures
- Installing fire sprinkler system at KAWI Cafe

HIGHLIGHTS:

Continue to maintain all CN facilities through the closure and prepare for reopening

**CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE
REPORT**

Group: Government Resources

Month/Year of Report: June 2020

Executive Director: Tina Glory Jordan

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Real Estate Services

The Office of Real Estate Services is responsible for administering the laws, regulations, and policies affecting the protection and management of the trust and restricted lands of individual Indian landowners and the land owned by the Cherokee Nation itself, located within the 14 county area of the Cherokee Nation. Real Estate Services operates under a Self-Governance Compact with the Secretary of the Interior.

Real Estate Services provides advice and assistance in the following areas:

- Appraisals
- Business, Agriculture and Residential leasing
- Cherokee/English Interpreter
- Deed Exchanges
- Environmental Reviews
- Fee to Trust Applications
- Jurisdictional calls
- Last Will & Testaments
- Notary Services
- Probate information/research
- Quiet Title research
- Removal of Restrictions
- Report for Distributions
- Rights of Entry
- Rights of Way
- Sale or Purchase of Land
- Service Line Agreements
- Summary Distributions
- Trespass on Restricted/Trust Land

I. Budget Highlights: None.

II. Program Highlights:

1. Real Estate Services staff began teleworking on March 20, 2020; returned to work on June 1, rotating two separate shifts in office/teleworking to assure our day to day

activities are handled while taking every precaution necessary to deal with the COVID-19 pandemic.

2. Leases. Four restricted hunting leases were submitted to BIA and are pending. Nine agriculture leases have been submitted for approval by BIA.
3. Last Will and Testaments. One LW&T interview/endorsement was completed.
4. Inventory/Heirships; Report for Distributions. Four inventory/heirships were requested and completed; 16 RFDs were received and processed.
5. Rights of Entry. Four rights of entry were requested and prepared.
6. On-Site Inspections, Trespass issues. 11 on-site inspections were requested and completed. Four trespass issues were reported; two addressed to date.
7. Maps/platting. 19 requests for maps/platting assistance were received and completed.
8. Land status calls. 74 land status verification calls were completed during the month, with 24 after hours.
9. District Court Probates. All new probate applications are being researched in preparation for filing in District Court.
10. Stats. 46 client sign-ins; 86 phone inquiries, 39 obituaries were processed.
11. Financial transactions. During the month of June, \$70,625.36 processed through the lockbox and \$24,000.10 processed as lease payments.
12. TAAMS. All encoding at the BIA-EORO is on hold due to the pandemic. Currently, four staffers are performing final review and updates.
13. Impact Aid. One impact aid verification was processed during the month for BIA.