

Group:	Management Resources	Month/Year of Report:	FY22 Report for February 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. (ongoing)
In the process of scoring RFQ for Construction Managers for ARPA Projects

PLANNING & DEVELOPMENT

a.) Accomplishments

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Mankiller Clinic (CNB)	January 2020	92%	See below comments
Catoosa Tag Office	September 2021	Framing	Mid 22 (move in late April)
Durbin Feeling Language Center	October 2021	Slab on grade - Complete	Late 2022
Pryor CDC	Late 2021	Design 100 CD's (review)	TBD
New Hospital	Early-Mid 2022	CD and Space Programing	TBD
New Salina Clinic	Mid 2022	CD and Space Programing	TBD
Mary L. (Holland) Carson Wellness Ctr.	Mid 2022	Concept Design	TBD
Konrad Holmes Walking Trail	October 2021	Phase 1 75% complete	TBD
Woody Hair Community Ctr. (Kenwood)	Early-Mid 2022	Concept Design	TBD
Continue Planning for FRF Funding	Ongoing		

REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Stilwell CDC (Safe Room)	Late 2021	Drawings 100% CD's	TBD
Tahlequah CDC (Safe Room)	Late 2021	Drawings 100% CD's	TBD
Jay Court Remodel	October 2021	Ins. Claim, quotes received	TBD
Ochelata Clinic Expansion	Dec. 2021	Site work, started	Sept. 2022
Nowata Clinic Expansion	Dec. 2021	Construction to start soon	Sept. 2022
Three Rivers Clinic Expansion	Nov. 2021	Site work, started	August 2022
Vinita Imaging	Dec. 2021	Construction to start soon	May 2022

Catoosa Tag Office:

Civil – ongoing
Site concrete – ongoing
MEP - ongoing

WP Mankiller Clinic:

Punch list – ongoing
Contec – working on Phase 2 parking area

Tahlequah Meat Processing:

Sanitary sewer waiting on tank delivery

Durbin Feeling Language Center:

East slab placement – complete
West slab prep - complete
MEP – ongoing
Framing – ongoing
Waterline – ongoing
Steel – ongoing
Sheet rock - ongoing
Fire suppression - ongoing

➤ **FACILITIES MANAGEMENT**

a.) Accomplishments

WORK ORDERS

PROJECT	30 Day Operating Days	In Progress	Completed
All Work Order's Received	1/24 – 2/21	105 Total	Approx 75%

PROJECTS

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Covid Relief Efforts	Ongoing	Ongoing	Unknown
New Flooring at Southgate H	9/1/21	100%	January 2022
Install 15 touchless fountains	8/16/21	50%	3/15/22
Set 7.5 ton condenser at Veteran's Ctr	9/9/21	80%	2/28/22

Continued work on developing a preventative maintenance schedule. Roof repairs are in progress. Assisting in the maintenance of the portable units for Covid Testing at One Fire.

FLEET SERVICE CENTER

d.) Accomplishments

- Facility fully open. Serving GSA and Tribal Vehicles



Durbin Feeling Language



Gas line repair – Tahlequah tag office



Snowplow clearing parking areas

UPCOMING MONTHLY SCHEDULE (or) FUTURE PLANS

PLANNING & DEVELOPMENT

f.) Future Plans/New Initiatives

- **Mankiller Clinic** – Punch list ongoing, Contech working on Phase 2 parking area
- **Durbin Feeling Language Center** – Demo, East slab, West slab – all complete; MEP – ongoing, Framing ongoing, Waterline – ongoing, Steel – ongoing, Sheetrock – ongoing, Fire suppression - ongoing
- **Processing Plant** –Sanitary sewer ongoing – waiting on tank delivery (scheduled for mid March)
- **Master Planning** for FRF Funding
- **Catoosa Tag Office** – Civil, Site Concrete, MEP – all ongoing
- **New Hastings Hospital**- concept design & space programing
- **New Salina Clinic** – concept design & space programming
- **Three Rivers Clinic Expansion** – Construction has started (site work)
- **Ochelata Clinic Expansion** – Construction has started (site work)
- **Nowata Clinic Expansion** – 100% CD's delivered (construction to start soon)
- **Vinita Imaging** – 100% CD's delivered (construction to start soon)
- **New Pryor CDC/Head Start** – Design, 100% CD's (review)
- **Konrad Holmes Walking trail** – Phase 1, 75% complete
- **Mary L. (Holland) Carson Wellness Ctr. (Stilwell)** – concept design
- **Woody Hair Community Ctr. (Kenwood)** – concept design – sign placed

FACILITIES MANAGEMENT

Cleaning, sanitizing and general maintenance of properties
Performing PM (preventive maintenance) duties

g.) Future Plans/New Initiatives

- Continued implementation of new sanitizing procedures
- Continuing to complete work orders
- Constructing new road for firing range

CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

Group: Government Resources

Month/Year of Report: February 2022

Executive Director: Tina Glory Jordan

Email: tina-glory-jordan@cherokee.org

Phone: 918-453-5101

Director: Ginger Reeves

Email: ginger-reeves@cherokee.org

Phone: 918-453-5675

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
- Environmental Reviews
- Fee to Trust Applications
- Jurisdictional calls
- Last Will & Testaments
- Notary Services
- Probate information/research/prep
- Quiet Title research
- Removal of Restrictions
- Report for Distributions
- Rights of Entry/Rights of Way/Easements/Service Line Agreements
- Land Acquisitions
- Summary Distributions
- Trespass on Restricted/Trust Land

I. Budget Highlights: None.

II. Program Highlights:

1. Purchases. Since the last report, one purchase was completed containing 70 acres, more or less, located in Cherokee County.
2. Last Will and Testaments. Eight LW&T were prepared and endorsed, two were District Court approvals; four additional interviews were taken.

3. Quiet Title Notices. Four quiet title notices were received from the Solicitor's office, researched and returned.
4. Inventory/Heirships/Administrative Law Judgment/Request for Distribution. Five inventory/heirships were requested, researched and returned. One ALJ was researched and sent for filing; 11 RFDs were requested, researched and completed.
5. Leases. One restricted hunting lease was submitted and pending approval at EORO.
6. Rights of Way/Easements/Service Line Agreements. Nine are pending approval; two Service Line Agreement was submitted and two are pending approval.
7. Rights of Entry. Six rights of entry were requested and completed.
8. On-Site Inspections. Five on-site inspections were requested and completed.
9. Trespass issues. Two trespass issues were addressed.
10. Maps/platting. 38 requests for maps/platting assistance were received and completed.
11. Land status calls. 45 land status verification calls were completed during the month, with 12 after hours.
12. District Court Probates. All new probate applications are being researched in preparation for filing in District Court.
13. Stats. 46 client sign-ins; 77 phone inquiries, 82 obituaries were processed.
14. Financial transactions. During the month of February, \$26,295.63 was processed as lease payments and \$190,345.14 was processed through lockbox.
15. Impact Aid. Five requests for impact aid verifications were received and processed.
16. Research. Two staffers continue performing multi-county research.
17. TAAMS. Encoding for the TAAMS project is awaiting re-opening of EORO on a full-time basis. Currently, three staffers are performing final review and updates.

Cherokee Nation Environmental Programs (CNEP)

Monthly Report
February - 2022

Cherokee Nation Environmental Programs' Mission Statement:

The Cherokee Nation Environmental Programs is committed to protect, preserve, and restore in a sustainable manner our Nation's naturally diverse ecosystems for the health and benefit of future generations.

Clean Air Program:

Staff conducted the monthly audits of mobile monitor for the Muscogee Nation.

Clean Water Program:

Staff presented at the 319 non-point source workshop held February 15-17. The workshop covered everything related to Section 106 clean water grants and 319 non-point source grants and was hosted by CNEP and EPA.

Underground Storage Tanks Program (UST):

Staff assisted Muscogee Nation with their annual inspections.

COVID-19 Sampling Activities:

No environmental sampling activities occurred during this period.

National Environmental Policy Act (NEPA) Compliance Program:

<i>Program Highlights</i>	<i># this month</i>	<i>Year to date</i>
Environmental Review Records	65	393
Lead-Based Paint Activities	13	106
Asbestos Activities	6	79
Mold/Indoor Air Inspections	2	9
Methamphetamine Contamination Assessments	2	8

NEPA Project Work Ongoing:

CNEP Staff continue/begin to work on Native American Housing Assistance and Self-Determination Act (NAHASDA) Environmental Assessment (EA) for Housing Authority of the Cherokee Nation (HACN).

- HACN Collinsville Property – project includes – New construction of 20 homes on 20 acres of HACN owned land.

CNEP Staff began work on environmental reports for special projects for Cherokee Nation those projects include:

- Stilwell Wellness Center – project includes construction of a wellness center east of the Wilma P Mankiller Clinic.
- Tahlequah Park – project includes construction of a public park.
- Tahlequah Early Childhood Center (ECC) – project includes construction of a ECC in Tahlequah east of Durbin Feeling Language Center.
- Tahlequah Wellness Center – project included construction of a wellness center east of Durbin Feeling Language Center.
- New Salina Clinic/Early Childhood Center/Community Building – New construction of a new clinic and rehab of existing clinic to be an ECC & community building.

Other reports:

Staff is working with the city of Tahlequah on an environmental site report for development of a public park.

General Assistance Program:

Staff will be offering a virtual Open Dump Assessment Course on March 3rd, 2022 from 9:00am to 11:00am. No pre-registration is necessary. To view the course simply use the link below.

<https://cherokeenation.webex.com/cherokeenation/j.php?MTID=m289d811965a3cc60401c0dec3b0563b7>

THE INTER-TRIBAL ENVIRONMENTAL COUNCIL

Inter-Tribal Environmental Council (ITEC) is a consortium of Native American tribes from Oklahoma, Louisiana, Texas, and New Mexico. *CNEP serves the consortia as the lead environmental agency.* In this capacity, CNEP provides technical assistance, data analysis, multi-media sampling, and training opportunities to the 44 member tribes. These efforts are funded under the following programs:

ITEC Technical Assistance:

Staff provided technical assistance to Environmental Staff with the Seneca-Cayuga Nation about Phase I ESA Reports and NEPA for new housing units.

NOTE:

ITEC Programs - are programs that serve both the Cherokee Nation and the other 44 ITEC member tribes.