

Group:	Management Resources	Month/Year of Report:	FY19 Report for December Mtg.		
Executive Director:	Interim -- 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

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	5	18
Hay baled (2019) <i>*Summer only*</i>	1327	2259
Crops for families from Jay Garden	5	28
Bales of hay sold		815

Resources Projects

- Brush Hog (acres) on CMS 8A = 20; CMS 7 = 60; CMS 9 = 30; CMS 8A = 15; CMS 5 = 10; CMS 12 = 300
- Repair fence on CMS 10 also cut up tree that fell on fence.
- Continued clean-up of CMS 40 burning tree piles and clearing fence row.
- Cut and split wood for shop from various lease units around the shop.
- Picked up CAT 279D skid loader from Ft. Smith Ark returned to shop.
- We have been working on inventory for tribal council with pictures.
- Loaded out hay for tribal member James O'Field = 25 bales
- Load out wood for council members

Jay Community Garden

- Moved waterline under trailer – repaired frozen busted lines
- Set up and prepared stem wall for concrete pour
- Harvest Turnips

Bison Project

- 106 head received vaccinations
7 breeding bulls; 63 mature cows; 36 calves have been born to date in 2019
= 106 TOTAL in Herd to date
- 23 (avg. weight 11,710 lbs. @ \$2.00 per pound) yearling buffalo sold to Quapaw Cattle Co = \$23,420.00 back into Buffalo Account
- 4 (avg. weight 4,405 lbs. @ \$1.25 per pound) mature buffalo sold to Quapaw Cattle Co = \$5,506.25
- 2 Buffalo Tours
 - INCA Conference
 - Realty Department for Staff Development
- Continued fencing project to expand buffalo pasture – CMS 40
On average 3 men setting fence per day along with other job duties
(Approx. 660 posts and Approx. 40 rolls of wire for new buffalo pasture)
 - Est of 2.33 miles, 8 strands high of new fencing
property pic posted below

GROUNDS MAINTENANCE

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

PLANNING & DEVELOPMENT

b.) Accomplishments

NEW CONSTRUCTION

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
WW Hastings New Building	April 2017		
CN/OSU Osteopathic School	2019		2020
Water/Sewer line – Head Start-Tah	August 2019		
Mankiller Clinic (CNB)	January 2020		

REMODELING

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date

- Mankiller Health Center
 - All pre-fabs near completion (late November)
 - Pharmacy move scheduled for December
- Hastings Hospital Grounds
 - Grand Opening of New Clinic
 - Punch list items to complete on New Clinic
- OSU Medical Center
 - 2020 Exp. Completed Date
 - Erecting Steel – main red iron near completion
 - Placed slab on grade
 - Placed slab on decks
 - Water/Sewer new completion

FACILITIES MANAGEMENT

c.) Accomplishments

- Removed screens from windows in front of Complex main entrance and replaced
- Painted hallways and sleeping quarters at EMS
- Moved duct work in complex of Admin Conference Room
- Repaired flu pip and changed out the draft motor at EMS
- Held training for the new floor machine for Housekeeping Staff
- Re-plumbed the men's and women's restrooms at Benefits and repaired the leak inside the wall
- Repaired the ice machine at FRB and installed new drain line
- Installed can lights in front of Administration

- Identified and repaired power issue at Berry Property
- Repaired lights in Council Pod
- Built float for Veteran's Day Parade
- Set up and tear down of tent for private event for Tenkiller Women of the Outdoors
- Prep Veteran's Center for Veteran's Day Event
- Removed logs from tin horn and cleared debris at Marshal Shooting Range
- Repaired water leak at EMS near ambulance bay
- Reinstalled partitions, attached sheetrock, painted walls, installed hand rails on bathroom remodel in Benefits
- Repaired water leak at FRB employee breakroom
- Repaired leak at Farm House rental property beside Pow Wow Grounds for Realty
- Installed fresh air vent at Cort Mall
- Replaced light fixtures in Ballroom
- Completed all electrical tasks on the Human Resources Risk Management Inspection Report
- Repaired damaged flooring at Veteran's Center
- Replaced flooring in Business Tech Breakroom
- Replaced lights in FRB
- Ran power to air compressor at Southgate
- Ran pipe for wire for Administration
- Replaced LED thermal cutout switch at Jay
- Found and repaired leak on water fountain inside wall at Veteran's Center
- Constructed Christmas trees for Christmas parade floats
- Set up at OSU Medical Center for event
- Repaired road at Security
- Repaired road at EMS
- Completed painting at EMS
- Spread dirt to level grounds at Immersion
- Pathed roads around Main Complex
- Finished sheetrock in Admin waiting area
- Installed new flooring in Southgate H
- Began hanging and installing Christmas lighting and decorations
- Replaced flooring in Mailroom
- Repaired lights at Career Services Learning Center
- Repaired the breezeway lights on the 2nd floor of the Motel
- Replaced a recept at Markoma Gym reception area
- Installed a receptacle for new TV to be hung at Career Services
- Repaired lights at FRB's Cash Office window area
- Changed lights in Tribal Council Chambers
- Winterized mowers and hauled to HWY 51 Warehouse for winter
- Prepped lawn in front of Complex for sod install
- Repaired water leak under floor at Southgate H, jackhammered concrete and repaired concrete
- Repaired heater in day room at EMS
- Repaired damaged vent pipe on Medication Room furnace
- Replaced planks and installed overlay on trailer boards, installed 2x4 rails on float trailer
- Took tables and chairs to new clinic for Grand Opening
- Took tables and chairs to Elder Care for event
- Repaired tire swing and basketball goal at Immersion
- Patched leak in recirculate line by hot water tank at EMS Utility Room
- Swapped out smart boards on Cort Mall 2nd floor
- Replaced storm door on west end of building at the 8th grade Immersion

GROUNDS KEEPING/MAINTENANCE

Locust Grove, Green Space	<input type="checkbox"/>	Male Seminary	<input checked="" type="checkbox"/>
Complex	<input checked="" type="checkbox"/>	Munson Property	<input checked="" type="checkbox"/>
Cort Mall	<input checked="" type="checkbox"/>	Old Homeland Bldg.	<input type="checkbox"/>
One Fire Field	<input checked="" type="checkbox"/>	Pow Wow Grounds	<input type="checkbox"/>
Immersion	<input checked="" type="checkbox"/>	Stilwell Complex	<input checked="" type="checkbox"/>
Keetoowah Duplexes	<input type="checkbox"/>	Southgate	<input checked="" type="checkbox"/>

SPECIAL PROJECTS

d.) Accomplishments

- Executive Director Luncheon -- monthly meeting
- Veteran's Day Parade
- Grand Opening -- New Clinic
- Angel Tree Kick-Off
- Leadership Oklahoma Class of 33
- OSU Medical Center Topping Out
- Preparing for upcoming Holiday Events/Luncheons

FLEET SERVICE CENTER

e.) Accomplishments

- | | |
|----------------------------|-----------------------------|
| ➤ Oil changes 36 | ➤ Tune up 1 / Spark Plugs 6 |
| ➤ Wiper blades replaced 19 | ➤ Coil Packs 1 |
| ➤ Tires replaced 27 | ➤ Batteries replaced 3 |
| ➤ Flats changed 5 | ➤ Air Filters replaced 3 |
| ➤ Wash/Vac Services 1 | ➤ Brake jobs 1 |
| ➤ Fan Motor 1 | ➤ Tire sensor check 1 |

UPCOMING MONTHLY SCHEDULE (or) FUTURE PLANS

LAND MANAGEMENT

f.) Future Plans/New Initiatives

- Continued repairs to fencing and land as needed for Buffalo expansion
- Continue loading hay as requested
- Continued loading wood as requested
- Harvesting

PLANNING & DEVELOPMENT

g.) Future Plans/New Initiatives

- New WW Hastings Joint Venture; **EXTERIOR**: Punch list ongoing; **INTERIOR**: Punch list ongoing
- CN/OSU Osteopathic Medical School – Installation of sanitary sewer line ongoing; Steel erection ongoing; MEP ongoing.
- Mankiller Clinic – Mandatory pre-bid meeting 11/20/19 for bid package #1

FACILITIES MANAGEMENT

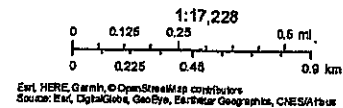
h.) Future Plans/New Initiatives

- Install French drain on west side of Gymnasium
- Replace roofs on Human Resources
- Replace roof on OSIYO Training Room

[illegible]

 Tribal Lands
 CN Jurisdiction

2.33 mile



**Cherokee Nation/OSU Osteopathic Medical School Building
November 2019**



CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

Group: Government Resources

Month/Year of Report: November 2019

Executive Director: Tina Glory Jordan

Email: tina-glory-jordan@cherokee.org

Phone: 918-453-5101

Director: Ginger Reeves

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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 is operated 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
- Restricted Mineral Interests
- 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. Land acquisitions. None during the month of November.

2. Leases. One restricted hunting lease was submitted and approved; all pending hunting leases have been approved.
3. Appraisals. Five appraisals were ordered; two were approved.
4. Environmental Reviews. 12 environmental reviews were requested and completed.
5. Inventory/Heirships, Report for Distributions. Nine Inventory/Heirships were requested, completed and returned. Eight RFDs were requested and processed.
6. Quiet Titles. Two quiet title notices were received, researched and returned.
7. Last Will and Testaments. Two LW&Ts were prepared and endorsed; one District Court approval; three new interviews were taken.
8. Rights of Entry. 14 rights of entry were requested and prepared.
9. On-Site Inspections, Home Visits, Trespass issues. 17 on-site inspections were requested and completed. Six home visits were completed. Four trespass issues were reported and addressed.
10. Maps/platting. 33 requests for maps/platting assistance were received and completed.
11. Jurisdictional calls. 75 jurisdictional calls were completed during the month, with 25 after hours.
12. District Court Probates. All new probate applications are being researched in preparation for filing in District Court.
13. Stats. 75 client sign-ins (walk-ins), 71 phone inquiries, 47 obituaries were processed.
14. Financial transactions. During the month of November, \$169,918.79 processed through the lockbox and \$140,950.09 processed as lease payments.
15. TAAMS. Two staffers continue to encode into the Trust Asset and Accounting Management System (TAAMS) at the BIA-EORO three days each week.
16. Impact Aid. Three impact aid verifications were processed during the month.
17. Additional items. The audit opening was held on September 18. Nothing has been heard to date (11/26/2019) regarding same.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Nov. (FY20)
Senior Director: Wayne Isaacs

Phone: 918-453-5237, Cell: 918-822-2793, email: tom-elkins@cherokee.org

I. Program Performance:

a.) Environmental Review

Activity	# This month	Year to date	% of annual goal
900 ERR (Housing & W&S)	91	170	19%
6 ERR (Roads)	0	0	0%

b.) Lead-Based Paint Activities

Activity	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	10	18	7%

c.) Radon Activities

Activity	# this month	Year to date	% of annual goal
50 Radon Tests	0	0	0%

d.) Asbestos Activities

Activity	# this month	Year to date	% of annual goal
150 Asbestos Tests	11	22	15%

e.) Home Energy Audits

Activity	# this month	Year to date	% of annual goal
150 Energy Audits	3	3	2%

f.) Mold/IAQ Inspections

Activity	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	7	10	33%

g.) Landfill Inspection Dates & Meetings:

Oct 22nd, Oct 24th, Oct 28th, Nov 1st, Nov 5th, Nov 14th, Nov 15th, Nov 20th.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

II Highlights:

Superfund:

Staff continued correspondence with ODEQ and EPA about the Fansteel Site Meeting. This meeting will take place on December 5th. Representatives from EPA, ODEQ, NRC, Muscogee Creek Nation and the Cherokee Nation will be participating.

NAHASDA:

Staff continued worked on and completed the narrative sections of the Phase I ESA for the Mud Valley Road Property and researching the Environmental Data Resources (EDR) reports. The Phase I ESA is being conducted for the purpose of new construction of 15 single-family dwellings, including water and sewage connection and installation.

Realty:

- Staff inspected and completed an update on the Cherokee Nation Sallisaw Food Distribution Center.
- Staff ordered EDR Reports, conducted site inspection and began working on the Phase I ESA for Cherokee Nation's Will Rogers Complex in Nowata.

Hazardous Waste:

Staff started working on the Year 2 Hazardous Waste Grant. Staff started preparing for the upcoming fiscal year planning activities and grant objectives.

Staff attended the NATURE Meeting on November 13th at the Ottawa Tribe to talk with participating Tribes about the Ottawa County Household Hazardous Waste Collection Event. Wyandotte Nation, Quapaw Nation, Ottawa Tribe, Modoc Tribe, Seneca-Cayuga Tribe, Eastern Shawnee Tribe, Miami Nation, and Peoria Tribe are willing to help support the Ottawa County Collection Event.

Staff conducted household hazardous waste educational outreach at the Jay Community Health Fair and provided environmental education outreach activities.

Misc:

Staff attended a meeting with the Manager of the Cherokee Language Program and the Manager of the Cherokee Apprentice Program to discuss the request from Principal Chief Richard Sneed of Eastern Band of Cherokee Indians (EBCI). Chief Sneed is requesting a meeting with the EBCI second language learners and the Cherokee Nation elders and fluent speakers. The information will be sent to Administration to determine the next steps.