

Group:	Management Resources	Month/Year of Report:	FY19 Report for February 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	35
Hay baled (2019) <i>*Summer only*</i>	1327	2259
Crops for families from Jay Garden	2	43
Bales of hay sold		930

Resources Projects

- Dozer work on CMS 4 – preparing for fence building
- Work on Case 580 backhoe
- Fence repair work on CMS 33.
- Load out hay for = 26 Bales (sold)
- Moved 126 bales of hay to Tahlequah
- Gate entrance repair at shop
- Working on trailer in shop installing tail lights and new connection plug.
- Cut and split wood for shop from various lease units

Community Assistance projects

- Loaded out wood for 6 tribal members: 6 ricks total

Jay Community Garden

- Prune fruit trees
- Harvest mustard greens

Bison Project

- Routine feeding for month of January
- Continued fencing project to expand buffalo pasture – CMS 40

*On average 3 men 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 type="checkbox"/>
Belfonte	<input type="checkbox"/>	Greenhaw Tract	<input type="checkbox"/>
Bull Hollow Com. Bldg.	<input type="checkbox"/>	Jay Food Distribution	<input type="checkbox"/>
Bull Hollow Shop	X	Kenwood Trailer Park	<input type="checkbox"/>
Candy Mink Springs	<input type="checkbox"/>	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"/>
Dahlongegah Park	<input type="checkbox"/>	Saline Courthouse	<input type="checkbox"/>
Dahlongegah Shop	X	Tahlonteskee	<input type="checkbox"/>
Flint Courthouse	<input type="checkbox"/>	Taylor Ferry	<input 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	97%	Substantial completion
CN/OSU Osteopathic School	2019	10%	
Water/Sewer line – Head Start-Tah	August 2019	98%	Substantial Completion
Mankiller Clinic (CNB)	January 2020		See below comments

REMODELING

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

- Mankiller Health Center
 - Pharmacy move scheduled for December – Complete
 - Clinic ready for demo to begin
- *Hastings Hospital Grounds*
 - Punch list items to ongoing on New Clinic
 - Preparing documents to bid safety railing along gabion wall
 - Preparing documents to bid for retention area
- OSU Medical Center
 - 2020 Exp. Completed Date
 - Erecting Steel – main red iron near completion
 - Exterior wall and sheathing ongoing
 - EMP rough-in is in progress
 - Water/Sewer near completion

FACILITIES MANAGEMENT

c.) Accomplishments

- Painted Director's Office in Roads
- Installed bird deterrents under awning of WW Keeler main entrance
- Removed all Christmas lights and décor
- Ran power to an office in Communications
- Relocated a smart board in Benefits
- Ran conduit to install exit signs at Stilwell Complex
- Installed new interior trim in various offices at Stilwell Complex
- Changed out all the bulbs and ballasts to LED lighting at Stilwell Complex
- Completed the roofing project at Osiyo Training Room
- Demo of sheetrock and frame up for overhead ceiling in main hallway of WW Keeler
- Demo of old porch slab, framed up and poured new slab on southeast corner of Markoma Gym
- Painted offices and replaced lenses on light fixtures in the Roads Building
- Replaced skirting on the back side of building at Immersion II
- Installed perforated pipe, covered with landscape cloth and dressed up with top soil in front of 8th grade building at Immersion
- Began replacing ceiling grid as needed in Communications
- Completed install of new fire alarm system in Roads Building
- Began painting offices in Communications
- Replaced all flags on WW Keeler grounds

WORK ORDERS

PROJECT	30 Day Operating Days	In Progress	Completed
WORK ORDERS RECEIVED	99	27	72

PROJECTS

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
OSIYO TRAINING ROOM ROOF	1/15/2020	100%	1/19/2020

FLEET SERVICE CENTER

e.) Accomplishments

- Oil changes 33
- Wiper blades replaced 14
- Tires replaced 20
- Flats changed 3
- Tire Rotation 6
- Wheel bearing 2
- Washer repair 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 Jay garden

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** – Miscellaneous steel going; Exterior framing install ongoing; Exterior waterproofing ongoing; Interior framing install ongoing; Drywall install ongoing; Fireproofing ongoing; MEP ongoing
- **Mankiller Clinic** – Demolition ongoing – 10% complete
- **Working with several departments on grant applications**

FACILITIES MANAGEMENT

h.) Future Plans/New Initiatives

- **Human Resources Roof** – Contract Awarded
- **WW Keeler 1st Floor Replacement Lighting** – Purchase Order Issued/Hardware (72 fixtures) on order.

January 2020
CN/OSU Osteopathic Medical School



Cherokee Nation/OSU Osteopathic Medical School Building

CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

Group: Government Resources

Month/Year of Report: January 2020

Executive Director: Tina Glory Jordan

Email: tina-glory-jordan@cherokee.org

Phone: 918-453-5101

Director: Ginger Reeves

Phone: 918-453-5675

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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
- 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. One 140 acre tract purchased January 22, 2020.

2. Fee to Trust. During the 2019 calendar year, 463 acres were put into trust status.
3. Leases. One tribal grazing lease was submitted and approved; two restricted agriculture leases were approved; one restricted hunting lease was submitted and approved during the month of December.
4. Appraisals. Nine appraisals were ordered and received.
5. Environmental Reviews. Seven environmental reviews were requested and three were received; four pending.
6. Inventory/Heirships. Eight Inventory/Heirships were requested, completed and returned.
7. Report for Distributions. 16 RFDs were requested, processed and returned.
8. Quiet Titles. Three quiet title notices were received, researched and returned.
9. Last Will and Testaments. Two LW&Ts were prepared and endorsed; one District Court approval was completed; eight interviews were taken and four drafts prepared to date.
10. Rights of Entry, Service Line Agreements. 10 rights of entry were requested and prepared; one service line agreement is pending.
11. On-Site Inspections, Home Visits, Trespass issues. 13 on-site inspections were requested and completed. One home visit was completed. Four trespass issues were reported and addressed.
12. Maps/platting. 22 requests for maps/platting assistance were received and completed.
13. Jurisdictional calls. 74 jurisdictional calls were completed during the month, with 31 after hours.
14. District Court Probates. All new probate applications are being researched in preparation for filing in District Court.
15. Stats. 107 client sign-ins (walk-ins), 91 phone inquiries, 43 obituaries were processed.
16. Financial transactions. During the month of January, \$315,397.09 processed through the lockbox and \$23,608.89 processed as lease payments.
17. TAAMS. Two staffers continue to encode into the Trust Asset and Accounting Management System (TAAMS) at the BIA-EORO three days each week. Additional staff is performing final review and updates.
18. Impact Aid. 16 impact aid verifications were processed during the month.

19. Additional items. The audit opening was held on September 18, 2019. Nothing has been heard to date (1/23/2020) regarding same.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Jan. (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)	69	311	35%
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	18	56	22%

c.) Radon Activities

Activity	# this month	Year to date	% of annual goal
50 Radon Tests	6	6	12%

d.) Asbestos Activities

Activity	# this month	Year to date	% of annual goal
150 Asbestos Tests	13	56	37%

e.) Home Energy Audits

Activity	# this month	Year to date	% of annual goal
150 Energy Audits	4	13	7%

f.) Mold/IAQ Inspections

Activity	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	3	21	70%

g) Landfill Inspection Dates & Meetings:

Dec 31st, Jan 2nd, Jan 3rd, Jan 6th, Jan 15th, Jan 16th, Jan 22nd, Jan 23rd, Jan 24th.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

The new cell at the landfill is finished and 3 or the 4 new pieces of equipment are on sight.

II Highlights:

National Zinc

The United States Department of Justice filed the Complaint for this NRDA Case in the U.S. District Court for the Northern District of Oklahoma. The Public Comment Period has been added to the Federal Register Notice and is currently undergoing public comment until February 8th.

Brownfields

Staff started working on the Phase I ESA for the Mission Park Project Phase. Staff has ordered the environmental data report (EDR) and conducted a site reconnaissance.

Realty:

- Staff finalized the Will Rogers Complex Phase I environmental site assessment (ESA) and was completed for Cherokee Nation Real Estate Services as part of the trust acquisition package.
- Staff received a Phase I ESA request from Cherokee Nation Real Estate Services for the Nicut 127 Property that will be used as part of the Fee to Trust acquisition application package.