

Group:	Management Resources	Month/Year of Report:	FY20 Report for September 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>	0	0
Lease Compliance/Tribal land inspections	0	0
Mechanical Weed/Brush Control	0	0
Provide Technical Assistance to Communities	0	0
Hay baled (2020) <i>*Summer only*</i>	0	0
Crops for families from Jay Garden	40	108
Bales of hay sold	500	500

Resources Projects

- Loaded hay for buyers
- Brush hogging CMS tribal units
- Storm clean-up Peavine & Gore
- Sprayed unit 11



Jay Community Garden

- Garden maintenance and harvesting.
- Tilled & packed garden
- Harvested peppers, squash, apples and tomatoes.

Bison Project

- Received two bulls from ITBC – from the Badlands
- Five new calves

GROUNDS MAINTENANCE

Beaver Property (by Yonkers)	X	Garland, Texas Property	X
Belfonte	X	Greenhaw Tract	X
Bull Hollow Com. Bldg.	X	Jay Food Distribution	X
Bull Hollow Shop	X	Kenwood Trailer Park	X
Candy Mink Springs	X	Locust Grove Property	X
Catoosa Truck Stop	X	Murphy	X
Cherry Tree	X	Rocky Ford Park	X
Dahlongegah Park	X		
Dahlongegah Shop	X	Tahlonteskee	X
Flint Courthouse	X	Taylor Ferry	X



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	69%	Dec. 2020
Mankiller Clinic (CNB)	January 2020	15%	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
Working on several projects for Cares Act	September 8 th		Before Dec. 30 th

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 75%	TBD

➤ Mankiller Health Center

Site utilities in progress
 Concrete – poured 18,000 sq ft of slab on grade last Thursday. Second pour will be 10/09.
 Underground plumbing piping is expected to be finished 10/1
 Backfill at front parking south of retaining wall to begin this week.
 Excavation of future elevator pit and footing surrounding pit is in progress.



➤ Hastings Hospital Grounds

Punch list items ongoing on CN Outpatient Health Center
 Construction documents for retention area are complete, bid posting set for October 2020

➤ OSU Medical Center

2020 Exp. Completed Date
 Architectural glazing is in progress on exterior
 Interior finishes ongoing including millwork and paint
 Signage installation is underway
 Installing metal panels at north/south stair Towers



CARES Act Projects

Six of nine buildings are under construction with remaining set to begin early October

➤ **FACILITIES MANAGEMENT**

b.) Accomplishments

WORK ORDERS

PROJECT	30 Day Operating Days	In Progress	Completed
All Work Order's Received	7/28 - 9/29	204	80%

PROJECTS

PROJECT	Anticipated and/or Start Date	Percentage of Completion	Anticipated And/or Completion Date
Covid Relief Efforts	Ongoing	Ongoing	Unknown
Replace compressor on Main Chiller	7/20/20	75%	Completed
24 touchless faucets in Main Complex	7/10/20	25%	Completed
Benefits Bldg roof curb project	9/24/20	100%	Completed 9/24/20
Fire Sprinkler System – KAWI	July 2020	100%	Completed 9/28/20

Procuring supplies for phased reopening of CN departments.



Facilities crew clearing for Archery Range

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
- Preparing to receive surplus Bison

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 80% 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 (work has resumed, footings in progress)
- **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

CHEROKEE NATION TRIBAL COUNCIL RESOURCES COMMITTEE REPORT

Group: Government Resources

Month/Year of Report: September 2020

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 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. Purchases. Since our last report, no property has been purchased to date.
3. Appraisals. Six appraisals were ordered during the month of September.
4. Leases. Four restricted hunting leases are pending approval with BIA; one tribal grazing lease is pending approval with BIA.
5. Last Will and Testaments. Five LW&T were interviewed, prepared and endorsed; two additional interviews were taken.
6. Report for Distributions. 21 RFDs were received and processed.
7. Quiet Title Notices. Two notices were received, researched and returned.
8. Rights of Entry. Seven rights of entry were requested and prepared.
9. On-Site Inspections, Trespass issues. Eight on-site inspections were requested and completed. Four trespass issues were reported and addressed.
10. Maps/platting. 25 requests for maps/platting assistance were received and completed.
11. Land status calls. 75 land status verification calls were completed during the month, with 30 after hours. Eleven boundary-related memos were requested and addressed.
12. District Court Probates. All new probate applications are being researched in preparation for filing in District Court.
13. Stats. 36 client sign-ins; 87 phone inquiries, 35 obituaries were processed.
14. Financial transactions. During the month of September, \$176,195.40 was processed through the lockbox and \$18,469.82 processed as lease payments.
15. TAAMS. All encoding at the BIA-EORO is on hold due to the pandemic. Currently, four staffers are performing final review and updates.

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

Dept: Cherokee Nation Environmental Programs (CNEP) Administrator: Tom Elkins, Sept (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)	42	747	83%
6 ERR (Roads)	0	2	33%

b.) Lead-Based Paint Activities

Activity	# this month	Year to date	% of annual goal
250 Lead Paint Insp. , R. A., Clearance, Visuals	12	124	50

c.) Radon Activities

Activity	# this month	Year to date	% of annual goal
50 Radon Tests	0	16	32

d.) Asbestos Activities

Activity	# this month	Year to date	% of annual goal
150 Asbestos Tests	12	124	83

e.) Home Energy Audits

Activity	# this month	Year to date	% of annual goal
150 Energy Audits	0	52	26

f.) Mold/IAQ Inspections

Activity	# this month	Year to date	% of annual goal
30 Mold/IAQ Inspections	4	32	107

CHEROKEE NATION TRIBAL COUNCIL RESOURCE COMMITTEE REPORT

g) Landfill Inspection Dates & Meetings:

Sept 2nd, Sept 4th, Sept 11th, Sept 14th, Sept 16th, Sept 18th, Sept 21st, Sept 23rd, Sept 28th.

II Highlights:

Cherokee Nation Realty:

Staff completed the Phase I ESA for John Ross School Museum for Cherokee Nation Real Estate Services.

Lead-Based Paint Certification:

Staff performed a lead-based paint abatement audit of work being performed on a home in Tahlequah as part of the lead certification/accreditation review process.

CN Clean Water Program:

Staff sampled Spavinaw Creek and Saline Creek on September 15 for water quality. Samples were sent to Green Country Testing for water quality testing for Ammonia, Chloride, TDS, Total Phosphorus, Sulfate, Nitrate, Nitrite, permit metals, and TKN.

Hazardous Waste:

- Staff worked on organizing and setting up the Cherokee County E-Waste Collection Event that was held on September 4th at the Cherokee Nation Warehouse in Tahlequah, Oklahoma. This event collected 11,712 pounds of E-Waste.
- Staff organized, set up and worked the City of Collinsville E-Waste Collection Event on September 11th. This event was held at the Victory Cherokee Organization Community Center and collected 8,275 pounds of E-Waste.