

ORIGINAL

EASTERN SHAWNEE TRIBE OF OKLAHOMA
REGULAR BUSINESS COMMITTEE MEETING

1 **DATE:** Wednesday, November 30, 2021

2 **TIME:** 5:30 p.m.

3 **LOCATION:** Bluejacket Building

4 **INVOCATION:** Chief Wallace

5
6 **CALL TO ORDER, ROLL CALL, DECLARATION OF QUORUM**

7 The Business Committee Meeting was called to order by Second Chief Samples at 5:38
8 p.m. with the following answering roll call: 1st Council Gardner, 2nd Council Daugherty,
9 3rd Council Kraus, Treasurer Barrett, Secretary Littlefield. 2nd Chief Samples and Chief
10 Wallace were in attendance. Quorum was declared by 2nd Chief Samples.

11
12 **NEW ENROLLEES**

13 New Enrollees were not presented.

14
15 **MINUTES**

16 **MOTION:** To approve the minutes of the November 10, 2021. The motion was made to
17 approve the minutes with corrections made to line 53, 117 and 121 by 2nd Council
18 Daugherty with second by 3rd Council Kraus.

19 Motion carried: 4 approved, 0 opposed, 1 abstained (1st Council Gardner).

20
21 **REPORTS**

22 **Pow Wow Committee – member unable to attend to give report.**

23
24 **Casino Melanie Heskitt, General Manager.**

25 **Casino General Manager Melanie Heskitt presented the Casino Financial Report**
26 **for October.**

27 **Indigo Sky Casino and Resort month to previous month (October over September)**
28 **revenue up 5.6% with expenses up 2.3%.**

29 **Outpost Casino month to previous month (October over September) revenue up**
30 **6.7% with expenses up 74% due to the Outpost Casino not being fully opened last**
31 **October.**

32
33 **Gaming Commission – Jalene Wells, Gaming Commissioner**

34 **Gaming Commissioner Wells presented the ESTGC Report for October 2021.**

35
36 **The Gaming Commission has 37 total employees as of 10/27/2021. Open position for**
37 **Administrative Assistant/Receptionist.**

38 **10 employees of the Gaming Commission are tribal members, 1 tribal spouse and 3**
39 **are native.**

40
41 **The Licensing Department processed:**

42 **72 renewals and new hires for employee licenses**

43 **2 Conditional Employee Licenses Monitored**

44 **11 non-gaming vendor companies**

45 **31 non-gaming vendor employee licenses**

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46 5 gaming companies
47 30 gaming vendor employees
48 The Gaming Commission collected \$10,850 in licensing for the month of October
49 \$20,325 year to date.
50
51 The EGM Department performed the following:
52 5 new machines were installed
53 9 machines removed
54 11 machine software/theme changes
55 145 Software upgrades
56 4 software replacements
57 0 gaming machine relocations
58 4 server installs/upgrades
59 264 single pieces of software tested
60 110 seal activities
61 The Gaming Commission billed \$4375 for machine fees with \$4375 year to date
62 The Gaming Commission collected \$75 in machine fees with \$75 year to date
63
64 The Compliance Department performed the following observations:
65 Cage – 72
66 EGM – 18
67 EGM Activity Assists - 42
68 Jackpot – 98
69 Players Club – 60
70 Table Inventory – 59
71 Table Fill – 23
72 Table Credit – 4
73 Title 31 Inquiries – 5
74
75 The Surveillance Department performed the following for Indigo Sky Casino and
76 Resort:
77 Policy Violations Noted – 133
78 Incident Reports Written – 48
79 Medical Reports Written – 44
80 CD Requests from Tribal Police – 4
81 Requests for reviews from Casino Mgmt. – 32
82 Requests from Casino and PD for ongoing notifications and reviews (close watch)
83 when patron on property – 5
84
85 The Surveillance performed the following for Outpost Casino
86 Policy Violations Noted – 9
87 Incident Reports Written – 3
88 Medical Reports Written – 3
89 CD Requests from Tribal Police – 0
90 Request for reviews from Casino Management - 0

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Treasurer – Justin Barrett, Treasurer

Reporting on Cash Balances:

General Funds	\$45.2 million
Total Fed. Funds	33.7 million
Other Accounts	8.7 million
Total	\$89.0 million

Committed Funds \$70.1 million

**Total Available \$18.9 million
Balance**

RESOLUTIONS

RESOLUTION NUMBER 113021-R-01 Authorizing the submission of an Indian Housing Block Competitive Grant Application for the construction of houses at the Eastern Shawnee Tribal Housing Authority.

WHEREAS, the Eastern Shawnee Housing Authority Board shall implement the housing project planned with a total cost of \$5,583,285; and

WHEREAS, the planned housing project will be at 36°51'47.0"N, 94°38'05.2"W which is a Qualified Opportunity Zone located on Census Tract 40115574900; and

WHEREAS, the Eastern Shawnee Tribe of Oklahoma will commit Tribal/Non-Federal resources valued at \$2,116,167, including:

- \$2,054,349 in-kind for infrastructure development costs for the site (Tribal/Non-Federal); and**
- 10 of 33 individual lots of land valued at \$6,181 per lot to the development of housing for low- and moderate-income tribal populations for a total of \$61,818 (Tribal/Non-Federal) (the remaining 33 lots will be for future development.)**

WHEREAS, the Eastern Shawnee Housing Authority will commit \$141,750 annually towards operation and maintenance of the project and grant for the duration of grant period; and

WHEREAS, the Eastern Shawnee Tribe of Oklahoma has an indirect cost rate of 22.97% and will not exceed the allowable 20% of the grant for administrative and planning expenses; and

NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern Shawnee Tribe of Oklahoma does hereby authorize the Eastern Shawnee Tribe of Oklahoma to submit a FY2022 application to HUD for the IHBG – Competitive Grant on behalf of the Eastern Shawnee Housing Authority for the construction of houses in the amount of \$3,467,118.

MOTION: To approve Resolution Number 113021-R-01. The motion was made by 1st Council Gardner with second by 3rd Council Krause.

Motion carried: 5 approved, 0 opposed, 0 abstained.

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136 **RESOLUTION NUMBER 113021-R-02 Resolution expressing intent of assuming**
137 **environmental responsibilities under the Indian Housing Block Competitive Grant**
138 **Application for the construction of houses at the Eastern Shawnee Tribal Housing**
139 **Authority.**

140 **WHEREAS, the Eastern Shawnee Tribe of Oklahoma is submitting a grant for the**
141 **Indian Housing Block Grant – Competitive Grant Program of which**
142 **The Eastern Shawnee Tribe Housing Authority will implement; and**

143 **WHEREAS, the Eastern Shawnee Tribe of Oklahoma acknowledges the**
144 **requirement within the Notice of Funding Opportunity (NOFO) set**
145 **forth by the HUD in the Indian Housing Block Grant – Competitive**
146 **Grant Program to express intent of environmental review for the**
147 **proposed housing project; and**

148 **NOW THEREFORE BE IT RESOLVED,** that the Business Committee of the Eastern
149 Shawnee Tribe of Oklahoma does hereby accept and assume environmental
150 responsibilities under 24 CFR part 58 for the proposed housing project for the IHBG –
151 Competitive Grant.

152 **MOTION:** To approve Resolution Number 113021-R-02. The motion was made by
153 Treasurer Barrett with second by 2nd Council Daugherty.

154 Motion carried: 5 approved, 0 opposed, 0 abstained.

155

156 **RESOLUTION NUMBER 113021-R-03 Resolution Approving a Budget**
157 **Amendment to the FY2021 Tribal Administration Budget Department Re-**
158 **allocation.**

159 **NOW THEREFORE, BE IT RESOLVED,** that the Business Committee of the Eastern
160 Shawnee Tribe of Oklahoma does hereby wish to approve FY2021 budget modification
161 #7 to re-allocate expense line items for Cultural, Capital Outlay, and Shawnee Skies with
162 a net effect of zero.

163 **MOTION:** To approve Resolution 113021-R-03. The motion was made by Secretary
164 Littlefield and seconded by Treasurer Barrett.

165 Motion carried: 5 approved, 0 opposed, 0 abstained.

166

167 **RESOLUTION NUMBER 113021-R-04 Approving a Budget Amendment to the**
168 **FY2021 Tribal Administration Budget Woodlands Construction.**

169 **NOW THEREFORE, BE IT RESOLVED,** that the Business Committee of the
170 **Eastern Shawnee Tribe of Oklahoma does hereby wish to approve FY2021 budget**
171 **modification #8 to allocate an additional \$22,712 from prior committed funds to the**
172 **Woodlands Construction budget.**

173 **MOTION:** To approve Resolution 113021-R-04. The motion was made by 2nd Council
174 Daugherty with second by 1st Council Gardner.

175 Motion carried: 5 approved, 0 opposed, 0 abstained.

176

177 **RESOLUTION NUMBER 113021-R-05 Approving a Budget Amendment to the**
178 **FY2022 Tribal Administration Budget Capital Outlay Carryover.**

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179 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern
180 Shawnee Tribe of Oklahoma does hereby wish to approve FY2022 budget modification
181 #1 to increase the Capital Outlay budget by \$1,490,000.

182 MOTION: To approve Resolution 113021-R-05. Motion made by 1st Council Gardner
183 with second by Treasurer Barrett.

184 Motion carried: 5 approved, 0 opposed, 0 abstained.

185

186 RESOLUTION NUMBER 113021-R-06 Approving a Budget Amendment to the
187 FY2022 Tribal Administration Budget Home Improvement Program (HIP).

188 NOW THEREFORE BE IT RESOLVED, that the Business Committee of the Eastern
189 Shawnee Tribe of Oklahoma does hereby wish to approve FY2022 budget modification
190 #2 to increase the Home Improvement Program (HIP) by the FY21 carry over budget
191 balance of \$55,073.09.

192 MOTION: To approve Resolution 113021-R-06. Motion made by 2nd Council
193 Daugherty with second by Treasurer Barrett.

194 Motion carried: 5 approved, 0 opposed, 0 abstained.

195

REQUISITIONS

197 REQUISITION EN-81414 payable to Jeff Asbell Excavating & Truck in the amount of
198 \$211,545.23 payment application No. 5. (Housing Authority HUD Project)

199 **MOTION:** To approve EN-81414. The motion was made by 2nd Council Daugherty with
200 second by 3rd Council Kraus.

201 Motion carried: 5 approved, 0 opposed, 0 abstained.

202

203 PURCHASE REQUISITION PR-54824 from Indigo Sky Casino in the amount of
204 \$29,000.00 for Parking Lot Clean/Fill Cracks/Holes Parking Lot and Roads Casino
205 Property. Magic Seal & Stripe.

206 MOTION: To approve PR-54824. The motion was made by 2nd Council Daugherty with
207 second by Treasurer Barrett.

208 Motion carried: 5 approved, 0 opposed, 0 abstained.

209

210 PURCHASE REQUISITION PR-54892 from Indigo Sky Casino in the amount of
211 \$78,333.50 for Financial Equipment Sales Quote QT3651.

212 MOTION: To approve PR-54892. The motion was made by Secretary Littlefield and
213 seconded by 2nd Council Daugherty.

214 Motion carried: 5 approved, 0 opposed, 0 abstained.

215

216 PURCHASE REQUISITION PR-54902 from Indigo Sky Casino in the amount of
217 \$76,833.50 for Financial Equipment for Outpost Casino.

218 MOTION: To approve PR-54902. The motion was made by Treasurer Barrett with
219 second by 1st Council Gardner.

220 Motion carried: 5 approved, 0 opposed, 0 abstained.

221

NEW BUSINESS

222 **Committee Christmas Bonuses – Tabled.**

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225 **Election Board**

226 **MOTION: To approve Travel and Training Costs for the Election Board. The**
227 **motion was made by Treasurer Barrett with second by Secretary Littlefield.**

228 **Motion carried: 5 approved, 0 opposed, 0 abstained.**

229

230 **MOTION: To move the December 8, 2021, Business Committee Meeting to**
231 **December 15, 2021. The motion was made by 1st Council Gardner with second by**
232 **2nd Council Daugherty.**

233 **Motion carried: 5 approved, 0 opposed, 0 abstained.**

234

235 **NOTE: The second Business Committee Meeting will be held on December 22,**
236 **2021, per normal schedule.**

237

238 **OLD BUSINESS**

239

240 **MOTION: To go into Closed Session at 6:09 p.m. The motion was made by 1st Council**
241 **Gardner with second by 2nd Council Daugherty.**

242 **Motion carried: 5 approved, 0 opposed, 0 abstained.**

243

244 **CLOSED SESSION**

245

246 **MOTION: To return to Open Session at 7:14 p.m. The motion was made by 1st Council**
247 **Gardner with second by Treasurer Barrett.**

248 **Motion carried: 5 approved, 0 opposed, 0 abstained.**

249

250 **MOTION: To make a correction to Purchase Request #54902 that was previously**
251 **approved in Open Session correcting the dollar amount from \$76,833.50 to \$78,333.50.**

252 **Motion was made by Treasurer Barrett with second by 1st Council Gardner.**

253 **Motion carried: 5 approved, 0 opposed, 0 abstained.**

254

255 **MOTION: To adjourn at 7:18 p.m. The motion was made by Treasurer Barrett with**
256 **second by 2nd Council Daugherty.**

257 **Motion carried: 5 approved, 0 opposed, 0 abstained.**

258

259 **ADJOURN**

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265 _____
266 Debbie Littlefield, Secretary

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Chris Samples, Second Chief

12-15-21

12-15-21