



Cherokee Nation Tax Commission

P.O. Box 948 Tahlequah, OK 74465

Steve Wilson,
Tax Commissioner

Fan Robinson,
Tax Commissioner

Michael Doublehead,
Tax Commissioner

CHEORKEE NATION TAX COMMISSION MEETING

Munson House Conference Room

September 24, 2019

4:30 PM

Commission Present: Chairman Wilson, Commissioners Robinson, and Double head

Staff Present: Sharon Swepston, Shelia Sawney, Tammy Latta, Chelsea Fisher, and Fonda Gritts

Visitors: Amy Hoskin – CNB, and Dena Geib –CNB (conf. call)

Meeting was called to order by Chairman Wilson at 4:30 PM, quorum established with Commissioner's Robinson, and Doublehead present.

The Commission began with Agenda item #1 - Approval of Minutes for June 12, 2019. Commissioner Doublehead made a motion to approve. Commissioner Robinson seconded the motion. Motion carried.

Agenda #2 –Retail License for Cherokee Nation Historical Museum- Shelia stated all documentation has been submitted. All documents are in order and fees are paid. She recommends approval. Commissioner Robinson asked the location of the museum. Sharon told her it is the Old Cherokee Courthouse. Commissioner Robinson asked what was going to be in the museum. Sharon stated there will be a gift shop. Amy Hoskins stated there will be an admission to get into the museum and they will be selling tourist items. There also will be art in the museum. Commissioner Doublehead made a motion to approve. Commissioner Robinson seconded the motion. Motion carried.

Agenda #3 – Retail License for Cherokee Nation Entertainment High Limits II Bar- Shelia stated all documentation is in order and fees are paid. She recommends approval. Commissioner Doublehead made a motion to approve. Commissioner Robinson seconded the motion. Motion carried.

Sharon state the reports on alcohol are coming in from CNE better. They are giving more detail. Sharon and Doug have worked together on this issue and everything is working more smoothly.

Agenda #4 – MV:01-2-237 Personalized License Plates (Update) – Tammy stated she added to the Rules and Regulation that personalized plates cannot be displayed on Farm

Trailer, Commercial Trailer, Boat Trailer, Private Trailer, Manufactured Home, Travel Trailer, and ATV. Commissioner Robinson made a motion to approve. Commissioner Doublehead seconded the motion. Motion carried.

Agenda #5- Monthly Reports – Sharon stated that Motor Vehicle year to date was 5.5% more that we were this time last year. Revenue and Taxation is 2.59% more than we were this time last year, due to retail and alcohol tax. The alcohol tax is almost 9.39% over what it was this time last year.

Commissioner Robinson asked, who turns the alcohol reports into Tax Commission. Sharon stated they come from Cherokee Nation Entertainment. Commissioner Robinson asked to see the alcohol report sometime. Sharon told her she would get that information for her.

Sharon stated in July for the first time in the history of motor vehicle and boats, they hit the two million mark. For the month of July we had \$2,061,296.27. Sharon said she will be going to the Rules Committee meeting Thursday and she will be notifying the Council of this great news. She also, called her supervisors and told them to tell all their staff.

Sharon gave an update on our Catoosa construction on the new office. They are getting ready to begin the construction for the office. Once the office is completed the budget will allow Tax Commission to hire 10 agents for that office. There was a brief discussion on the shortage of staff and problems that we are having for the Catoosa office.

Andy Quetone has transferred to the Roads Department; he is the Director of Transportation.

Chelsea Fisher was introduced to the Commissioners. She has been promoted to the supervisor position of the Imaging department.

Agenda #6 - Discussion Regarding Submission of License Applications with Amy Hoskin and Bob Huffman with Cherokee Nation Business – Commissioner Robinson request to meet with CNB. The Tax Commission is requesting that CNB keeps in mind that the Tax Commission is the licensing body for the tribe. CNB needs to notify and turn in their application to the Tax Commission before they go to the State and ABLE. There have been several occasions that CNB has been aware of the openings or events months before. And do not submit their application licensing until a few days prior to the opening or event.

Commissioner Robinson stated the commission wanted to have a face to face discussion on Tax Commission expectations. Amy Hoskin stated the communication issue with CNE and the legal department could definitely improve. She request a calendar of the Tax Commission meetings and that way she could make sure 30 days before she could meet with CNE on activities or if they are planning any events that may be coming up, and see if they have something to submit. She said even if they would not be submitting anything she could communicate with the Tax Commission on what is coming up.

Sharon stated that our regular meetings are the second Wednesday of March, June, September, and December. There are times when the meetings have to be rescheduled.

Commissioner Doublehead stated for the opening of the Tahlequah Casino, the Tax Commission was contacted the day before the opening. Tax Commission may not always be accessible and we do not want an embarrassment of the tribe. CNE, CNB, and everyone that's planning on serving beverages to their customers or clientele may not have a license. This is a very important thing to remember when they are having an event or opening.

Amy stated that can be addressed in their project planning stages. She will meet with some of the individuals and have a better plan.

Dena Geib was on conference call for the meeting. She stated she agrees with the plan and likes the idea of being more proactive. She thinks they need to be more aware of what they are working on, and to have more communication with the Tax Commission.

Sharon stated we can send a schedule out to Amy for the December meeting. And if it changes she will contact CNB of the changes. Commissioner Robinson stated that the contacts for CNB may be the group that decides that ABLE or the State needs to be contacted before Tax Commission. If so, Cherokee Nation needs to be notified as soon as possible to start our process for the licensing. Amy stated that should still fall within CNE project plan. This is the group that knows what they expect to accomplish, and the timetable. She stated if they are made aware earlier in the game that would help.

Sharon stated to make sure to let Tax Commission know in the earliest notice possible so it can be placed on the agenda for the regular meeting instead of having to do the temporary license, and then turn around and have to do the permanent license at a later date. This way it will be licensed when they are ready for the event or opening.

Agenda #7- Consideration, discussion, and possible approval regarding any matter not known about or which could not have reasonably been foreseen prior to the time of posting - N/A

Agenda #8 – Executive Session- Commissioner Doublehead made a motion to go into Executive Session. Commissioner Robinson seconded the motion. Motion carried. The Commission went into executive session at 5:15PM. Executive session was completed at 5:39 P.M. No Action was taken during executive session.

Next meeting is scheduled for December 11, 2019.

Adjournment 5:40 P.M.



Commissioner's Approval