

Downstream Authority of the Quapaw Tribe of Oklahoma Regular Meeting
July 17, 2018

Meeting Called to Order: 10:00 am

ROLL CALL:	John Berrey, Chairman	Present
	Larry Ramsey, Secretary	Present
	Ranny McWatters, Treasurer	Present
	Marilyn Rogers, Member	Present
	Tamara Reeves, Member	Present

DECLARATION OF QUORUM: announced by Larry Ramsey
Jani/ Alan

Review billboards

- Location map attached
- Cancel #35
- Cancel #17
- Cancel #15
- Move to top board - #16
- Drop at renewal - #18
- New artwork on #4

Marketing

- Job/title changes
 - Advertising Manager – job description and org chart attached
 - Remove creative control from job description
 - Marketing Analyst – change from Jr Analyst
 - Planning and Analyst Manager – change from Casino analyst

Motion by DDA Secretary Larry Ramsey to approve Org chart changes as presented. Seconded by DDA Treasurer Ranny McWatters. VOTE: JB: yes; RM: yes; LR: yes; MR: yes; TR: yes. (5 yes, 0 no, 0 abstain, 0 absent) Motion Carries

Hotel Front Doors

- Estimates attached
- Sliding glass door systems \$100,000 to \$140,000
- Requested additional information

Executive Benefit

- For those who max out their salary cap possibly earn extra PTO
- DDA would like some changes

Dr. Eaton

- No longer in private practice and does not have privileges at Freeman
- Checking on it to see if can still oversee the clinic

2018 Bonuses

- \$120,000 is currently accrued

- Discussion on level costs
- CFO suggest stopping at Director level
- Okay per DDA

PD Budget

- Golf course monthly lease payment to be moved to DDA
- Only billed for actual expenses at the course

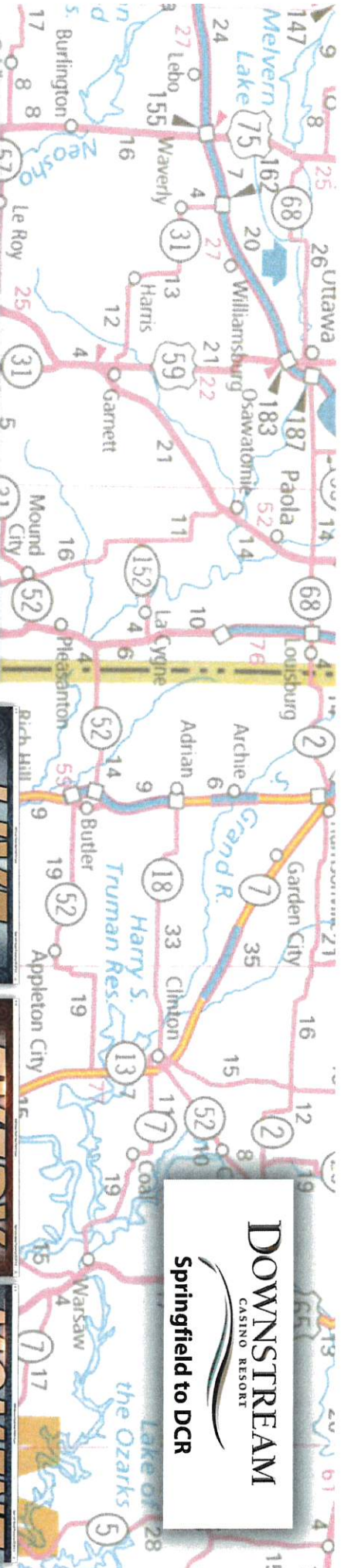
Monetary Donations

1. Philander Smith College – NO
2. Eastern Shawnee Pow Wow ad – YES
3. IICOT Pow Wow Ad – YES
4. United Way Golf tournament, Leggett and Platt – YES
5. St. Philips Episcopal Church Golf tourn – NO
6. Ride the Hills for Those who took the hills – NO
7. Kelly Crawford Memorial Golf tourn – NO

Adjourn 12:03am

	Map	State	Asset #	Target	Location	Supplier	High	Wide	Digital	Read	Message	Face	Contract Expiration Date	Monthly Cost	Annual Cost
	23	K	KO1	SE Kansas	Intersection of Hwy 400 & Hwy 7 (Cherokee)	Kansas	408p	200p	X	Left	Digital	Top	1/31/19	\$ 650	\$ 7,800
	25	K	10009	SE Kansas	Hwy166: North of DCR Entrance	Lamar	10,644	22,894	X	Left	Digital - 2 Showings	Single	9/4/19	\$ 2,400	\$ 31,200
	20	K	MTM #2	SE Kansas	4th and Joplin St (Pittsburg)	My Town Media	2550	3330	X	Right	Digital	Single	12/31/18	\$ 100	\$ 1,200
	5	K	10011	SE Kansas	Hwy 69 Bypass - directly across from Kansas Crossing Casino	Lamar	10,644	22,894	X	Right	Digital - 3 Showings	Single	9/30/19	\$ 3,750	\$ 48,750
	32	M	563.2	Branson to I-44	US 65 just south of I-44 exit	Neon	14	48		Right	Property w/ towers	Single	1/31/19	\$ 400	\$ 4,800
	33	M	5120	Branson to I-44	US 65 3 Miles S of Hwy. F/ 1m N of EE Highlandville Exit (Ozark)	Lamar	14	48		Left	Slot - Triple 7s	Single	12/31/18	\$ 554	\$ 7,202
	34	M	Insight	Branson to I-44	I-65, MM29	Insight Media	28	40		Right	Property w/ towers	Single	1/31/19	\$ 650	\$ 7,800
	10	M	Quapaw	DCR Exit	I-44: West of DCR Exit on Ranny property (NEXT EXIT/viny)	Quapaw	14	48			Next Exit / Spa			\$ -	\$ -
	11	M	Quapaw	DCR Exit	I-44: West of DCR Exit (14 x 48 LED/14 x 48 logo viny)	Quapaw	14	48			Exit Now			\$ -	\$ -
	12	M	Quapaw	DCR Exit	I-44: MO On the Northeast corner of the Downstream Exit	Quapaw	14	24			Exit Now			\$ -	\$ -
	19	M	10004	Joplin	DIGITAL - Rotates in Joplin between 3 locations	Lamar	400p	840p	X	Left	Digital	Single	12/20/18	\$ 800	\$ 10,400
	21	M	10000	Joplin	DIGITAL - Rangeline and 27th Street	Lamar	400p	1400p	X	Left	Digital	Single	12/20/18	\$ 1,800	\$ 23,400
	22	M	70974	Joplin	Hwy 249 (new bypass) .6 miles s/o 7th St	Lamar	14	48		Left	Slot - Triple Lucky Ducky	Single	12/31/18	\$ 400	\$ 5,200
	26	M	MTM#1	Joplin	20th and Main (Joplin)	My Town Media	720	1440	X	Left	Digital	Single	12/31/18	\$ 300	\$ 3,600
	18	M	693.2	Neosho to I-44	Hwy. 71: 1.3 m N of 86	Neon	21	33.7		Right	Pool with girl	Double	1/31/19	\$ 425	\$ 5,100
	17	M	125.3-4	Seneca to I-44	Highway 43 & Hwy 10	American	22	24		Right	Steak on plate	Double	12/31/18	\$ 613	\$ 7,356
	29	M	813.4	Springfield	DIGITAL - West side of Kearney at Glenstone	Neon	180p	648p	X	Left	Digital	Single	1/31/19	\$ 700	\$ 8,400
	30	M	624.4	Springfield	just south of Chesnut Expwy on Kansas Expressway	Neon	10.6	33.7		Left	Chips / Table Games	Bottom	1/31/19	\$ 400	\$ 4,800
	31	M	4.2	Springfield	1 block south of Sunshine on Glenstone	Neon	14.00	41.9		Left	Lucky Ducky	Single	1/31/19	\$ 450	\$ 5,400
	13	M	714.1-2	Springfield to DCR	I-44 MM 34.2	Neon	21	36		Right	Slot - Triple Lucky Ducky	Double	1/31/19	\$ 785	\$ 9,420
	14	M	FM874	Springfield to DCR	I-44 MM 31.3 (Sarcoxie area) 6 faces/3 doublestacks	Waitt	10	40		Left	Live Every Moment	Top	10/31/18	\$ 1,050	\$ 13,650
	15	M	FM572	Springfield to DCR	I-44: Approx. 1 mile east of Rangeline Exit MM 10	Waitt	10	40		Right	Steak on plate	Top	4/30/19	\$ 760	\$ 9,880
	16	M	329.2	Springfield to DCR	I-44: Approx. 5 miles east of Rangeline Exit MM 13	Neon	12	40		Right	Property w/ towers	Bottom	1/31/19	\$ 375	\$ 4,500
	28	M	80800	Springfield to DCR	I-44: MM 73.6 - 1.1 Mile E of Chestnut Expressway	Lamar	14	48		Right	374 Rooms	Single	12/9/18	\$ 575	\$ 7,475
	1	N	1F-F56S1.1	NWA	US 71 above Shopping Plaza at intersection (Bella Vista)	Ashby	10	30		Left	Slot - Triple 7s	Top	12/30/18	\$ 700	\$ 9,100
	2	N	1F-F51S1.1-2	NWA	I-540 MM/90 (Bentonville)	Ashby	29	40		Left	Golf w/large Eagle Creek logo	Double	12/30/18	\$ 2,016	\$ 26,208
	3	N	1F-F06S1.1	NWA	I-540 MM/70 (Between Fayetteville & Springdale)	Ashby	12	40		Right	374 Rooms	Single	12/30/18	\$ 2,190	\$ 28,470
	4	N	675.3-4	W. Siloam Sprgs	Hwy 412 - 2/10 mile west of Cherokee Casino	Neon	24	36		Left	Property	Double	1/31/19	\$ 800	\$ 9,600
	24	N	30013	Pine Bluff	US65 EXP N/S w/o Univ	Lamar	14	48		Left	Quapaw Tribe	Single	2/24/19	\$ 420	\$ 5,040
	6	O	105.3-4	Grove	Hwy 10 2 Miles west of OK/MO state line	American	22	24		Left	Chips / Table Games	Double	12/31/18	\$ 613	\$ 7,356
	35	O		Grove	On the NW corner of Hwy 10 & Hwy 60 in Wyandotte, OK	Sherwood	12	48		Left	Slot - Triple Mr. Money Bags	Double	12/31/18	\$ 495	\$ 5,940
	8	O	B1	Miami to DCR	I-44: 1 m e of Miami Exit/11 miles west of Mo state line	Byers	24	24		Right	Steak on plate	Double	12/31/18	\$ 700	\$ 8,400
	9	O	47	Miami to DCR	I-44 About 2 miles west of MO state line	Stokey/Big Time	25	40		Right	Guitar	Single	12/31/18	\$ 2,000	\$ 24,000
	27	O	146.3-4	Miami to DCR	I-44 Just north of Buffalo Run	American	24	26		Left	Property w/ towers	Double	12/31/18	\$ 700	\$ 8,400
	7	O	B2	Tulsa to DCR	I-44 MM 282 (W of Big Cabin)	Byers	24	24		Right	Slot - Triple 7s	Double	12/31/18	\$ 850	\$ 10,200
														\$ 29,421	\$ 370,047

DOWNSTREAM
CASINO RESORT
Springfield to DCR



LIVE EVERY MOMENT
DOWNSTREAM CASINO RESORT
I-44, MO EXIT 1 | DOWNSTREAMCASINO.COM

LIVE EVERY MOMENT
DOWNSTREAM CASINO RESORT
I-44 MO EXIT 1 | DOWNSTREAMCASINO.COM

DOWNSTREAM CASINO RESORT
EXIT NOW

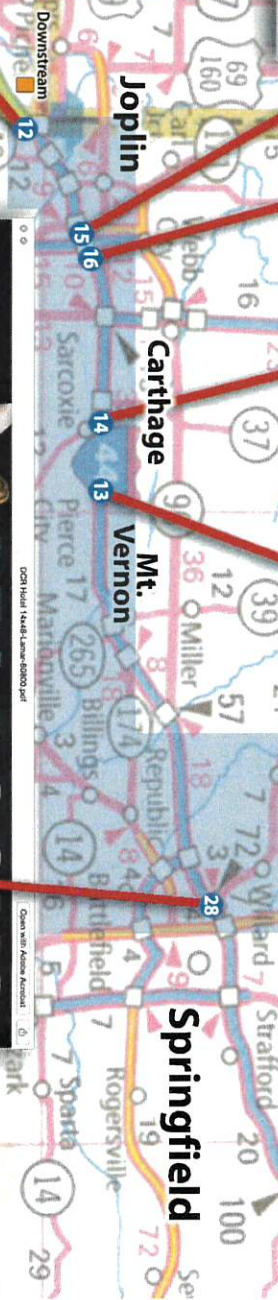
LIVE
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EVERY
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MOMENT
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LIVE EVERY MOMENT
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374 ROOMS
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I-44 MO EXIT 1 | DOWNSTREAMCASINO.COM





Joplin

Downstream

Seneca
Neosho

DOI Road 31432-2-3-DX-Midwest-8032.pdf

Seneca & Neosho

LIVE EVERY MOMENT

DOWNSTREAM CASINO RESORT

I-44 MO EXIT 1 | DOWNSTREAMCASINO.COM

A woman with blonde hair, wearing a white bikini and sunglasses, is lying on a green lounge chair. The background is a bright blue sky with white clouds.

DOI Road 31433-3-DX-Midwest-8032.pdf

LIVE EVERY MOMENT

DOWNSTREAM CASINO RESORT

I-44 MO EXIT 1 | DOWNSTREAMCASINO.COM

Three slot machines are shown, each with a different theme. The first machine has a blue and white theme with a character that looks like a bear. The second machine has a red and white theme with a character that looks like a bear. The third machine has a blue and white theme with a character that looks like a bear.

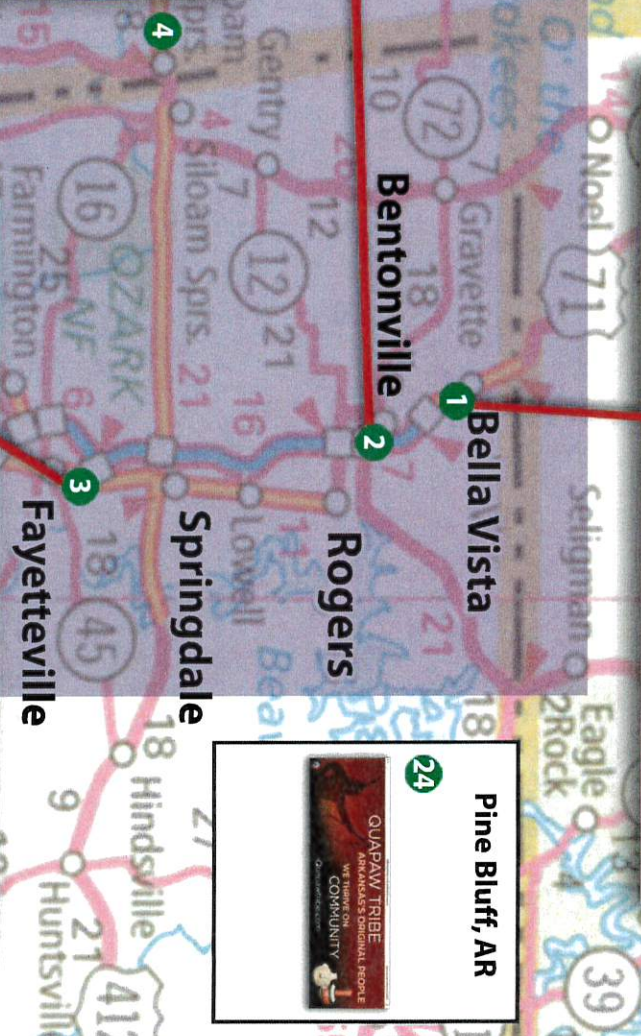
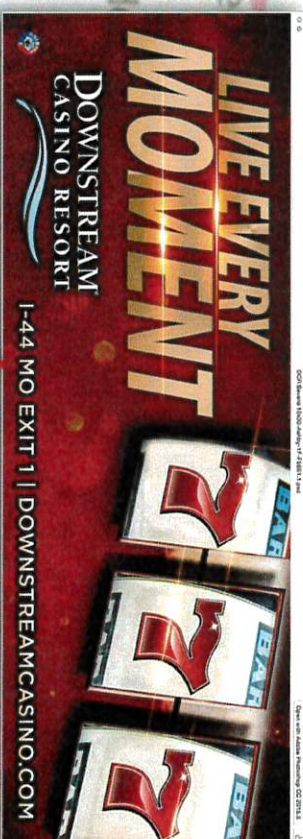
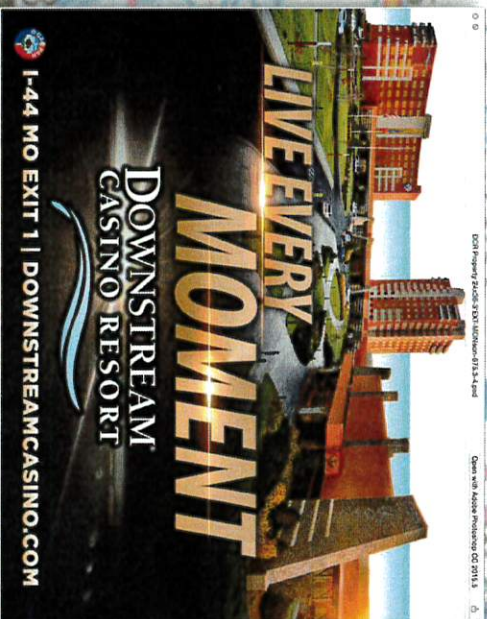
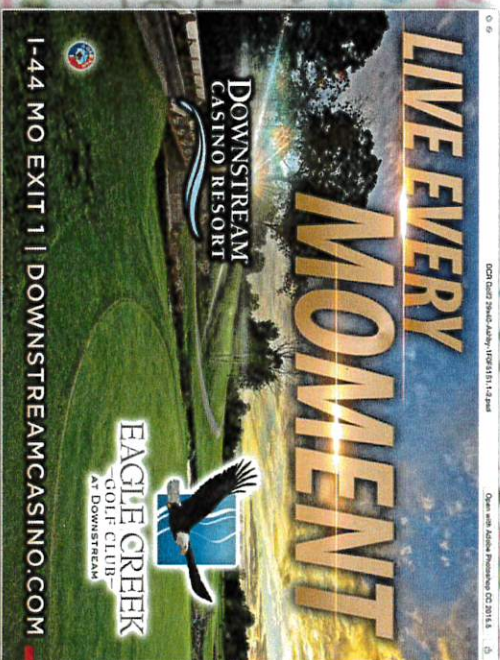
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LIVE EVERY MOMENT

DOWNSTREAM CASINO RESORT

I-44 MO EXIT 1 | DOWNSTREAMCASINO.COM

A plate of food is shown, featuring a piece of salmon, a piece of steak, and a salad. The plate is white and the food is arranged neatly.



Donnie Wade

From: Zach Donovan <zdonovan@autodoorkc.com>
Sent: Friday, June 22, 2018 1:58 PM
To: Donnie Wade; Adam Vanderbol
Subject: Re: Downstream Casino Automatic Doors

The Rough Estimate Cost for the following doors (EVERYTHING STANDARD) includes all parts, glass and installation:

AutoFlow 9300 2-Wing - \$100,000 each
Grand 9600 2-Wing - \$140,000 each
HD Slide (110 and 310 will cost the same just different breakout configuration) - \$20,000 each
ProFiler 2000B - \$14,000 each
ProSlide 2003 - \$14,000 each



or =
4,000 For two sets of sensors + installation.
9,000 For Mat. & Lab. For openers

Zach Donovan
5002 Hadley
Overland Park, Ks 66203
Office: 913-384-3667
Cell: 913-219-7353
Email: zdonovan@autodoorkc.com

On Fri, Jun 15, 2018 at 4:01 PM, Zach Donovan <zdonovan@autodoorkc.com> wrote:
Pages 5-6 of the attached document will show you the different styles available for your entrances for sliding door packages (specifically the elegant and hd-slide packages)

Let me know which ones you like and and we will get started on this. I look forward to working with you both!

Have a great weekend!



Zach Donovan
5002 Hadley
Overland Park, Ks 66203
Office: 913-384-3667

Sliding Door Systems Continued



HD-Storm™

Hurricane Rated Door Systems

Up to ±80 PSF, With 3-Point Locking*

Offering the largest envelope, highest PSF rating, massive steel rail reinforcement and 3-point locking, this system offers the ultimate protection against high winds and windborn debris.

Drive Mechanism

Series 2001 belt drive, 6" x 8" header

ProfilerStorm®

Up to ±55 PSF

An industry standard for Miami-Dade compliance, the ProfilerStorm® series boasts several emergency egress designs and locking options, making it ideal for any application.

Drive Mechanism

Series 2000 linear or Elite belt drive, 4" x 6" header

HD-Storm™ and ProfilerStorm

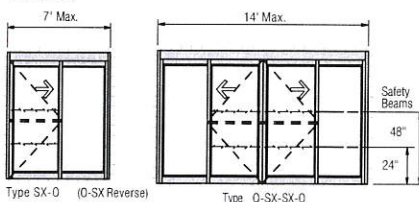
Applications

- Coastal, Inland Storm Zones
- Commercial/Health Care
- High Rise Residential
- Grocery, Other Retail
- Schools, Government

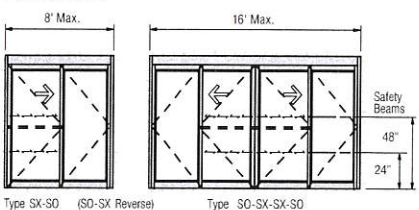
Glass Options

- Large Missile
- Small Missile
- Non-Impact

HD-Storm



ProfilerStorm



* 85 PSF for breakout (Type 310)



Elegant®

2001 Belt Drive All-Glass System

With frameless styling, the Elegant® door system showcases your building's inner beauty while offering the advantages of automatic operation and energy efficiency. Supplied with ½" tempered glass.

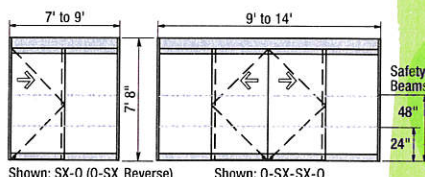
Drive Mechanism

Series 2001 belt drive

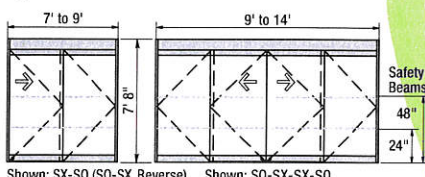
Applications

Two-Way Traffic, All-Glass Design

- Hotels/Resorts
- Office Buildings
- Medical Facilities
- Retail



Type 110



Type 310



HD-Slide™

2001 Heavy Duty Belt Drive System

Developed for use with large commercial and industrial doors up to 500 lbs., this system is engineered with a high capacity header, heavy duty power train and breakouts. An optional ¼ HP motor is available to accommodate extreme requirements.

Drive Mechanism

Series 2001 belt drive

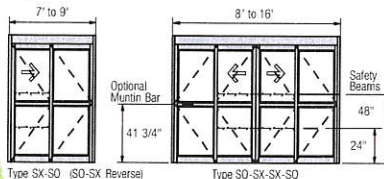
Applications

Two-Way Traffic, Large/Heavy Doors

- Hotels/Resorts
- Office Buildings
- Medical Facilities
- Bullet-Resistant Glass Available



Type 110



Type 310



Selection Guide

Model	Type	Unit Width	Max. Clear Opening	Type 110 Breakout Opening	Type 310 Breakout Opening
HD-Storm™	Single	7' (2134)	2' 11 1/8" (898)	3' 4 5/8" (1019)	—
	Bi-part	10' to 14' (3048–4267)	3' 11 1/4" to 5' 11 1/4" (1200–1810)	4' 8 3/4" to 6' 8 3/4" (1441–2051)	—
ProfilerStorm®	Single	7' to 8' (2134–2438)	2' 10 1/2" to 3' 4 1/2" (876–1028)	3' 3 3/4" to 3' 9 3/4" (997–1149)	6' 3" to 7' 3" (1905–2210)
	Bi-part	8' to 16' (2438–4877)	2' 9 1/2" to 6' 9 1/2" (851–2070)	3' 7" to 7' 7" (1092–2311)	6' 9 1/2" to 12' 9 1/2" (2070–4509)
Elegant®	Single	7' to 9' (2134–2743)	3' to 4' (914–1219)	3' 1 1/4" to 4' 1 1/4" (959–1264)	6' 3" to 8' 3" (1905–2515)
	Bi-part	9' to 14' (2743–4267)	3' 6" to 6' (1067–1829)	3' 10" to 6' 4" (1168–1930)	7' 9 1/2" to 12' 9 1/2" (2375–3899)
HD-Slide™	Single	7' to 9' (2134–2743)	3' to 4' (914–1219)	3' 3 1/2" to 4' 3 1/2" (1003–1308)	6' 3" to 8' 3" (1905–2515)
	Bi-part	8' to 16' (2438–4877)	3' to 7' (914–2134)	3' 7" to 7' 7" (1092–2311)	6' 9 1/2" to 12' 9 1/2" (2070–4509)

See page 18 for choice of activation and sensors.

Manual Revolving Doors



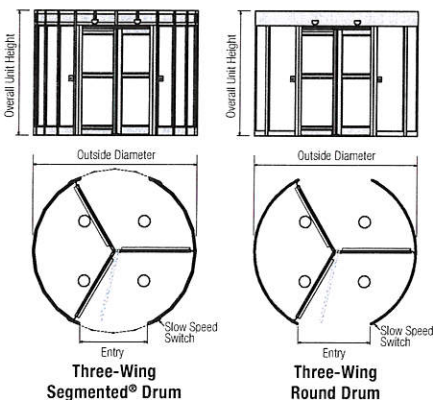
MiniGrand®

9300MG Series Automatic Entrance System

The MiniGrand® offers the drum construction of a Grand® and the center shaft and door wing construction of an AutoFlow™.

Standard Features

- Segmented® or round drum design
- Smooth continuous rotation
- Auto rotation with VistaScan™
- Bullet-resistant glass available, segmented drum only

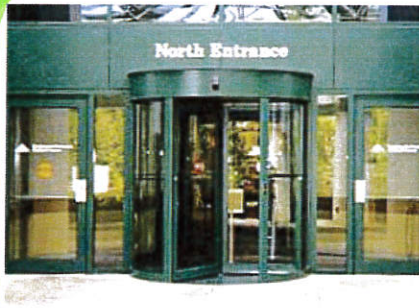


Selection Guide

Outside Diameter	Segmented® Drum Entry - Three-Wing	Round Drum Entry - Three-Wing
11' (3353)	4' 9 1/2" (1467)	4' 7 7/8" (1413)
12' (3658)	5' 3 3/4" (1619)	5' 1 1/8" (1565)

Did You Know?

Three-wing revolving doors with polished brass finished are featured at the Paris Hotel in Las Vegas. These custom made doors were designed to match the European style of the construction and handle hundreds of thousands of visitors every year.



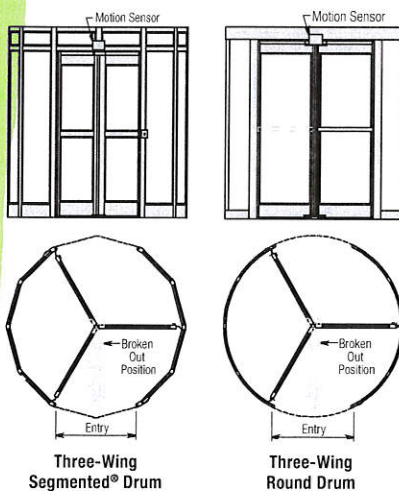
AutoFlow™

9300 Series Automatic Entrance System

With this hands-free entrance system, motion detectors at each opening start door rotation on user approach. A reduced speed feature slows the rotation for wheelchairs, strollers and other slower traffic. The unit is microprocessor controlled with wireless remote speed adjustment, self-diagnostic display for service and voice messages including four field-programmable voice prompts.

Standard Features

- Segmented® or round drum design
- Standard 10' diameter
- Curved tempered or laminated wall glass
- Three-wing with medium stiles
- Virtually unlimited custom features: finishes, special diameters and heights, ceiling lights, all-glass ceiling, VistaScan™ and FootGuard™ safety features, AutoLock™ automatic after-hours locking, EntryGuard™ late entry protection and more
- Bullet-resistant glass available, segmented drum only



Selection Guide

Outside Diameter	Segmented® Drum Entry - Three-Wing	Round Drum Entry - Three-Wing
10' (3048)	4' 4 3/4" (1340)	4' 7 7/8" (1407)



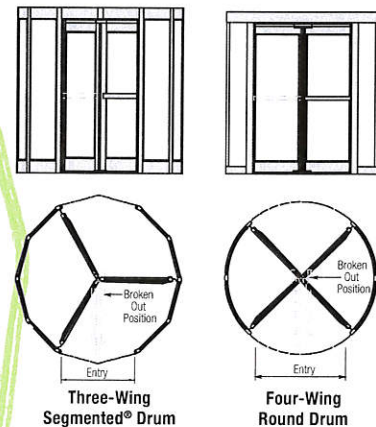
EasyFlow™

9570 Series Manual Door System

An outstanding choice for energy efficiency along with architectural appeal, the EasyFlow™ series is offered in a variety of configurations to suit any installation requirement. Each system includes Horton's proven mechanical speed control and book-fold hardware for emergency egress.

Standard Features

- Segmented® or round drum design
- Four standard diameters 6' to 8'
- Curved tempered or laminated wall glass
- Push bars or muntins
- Choice of finishes
- Broad range of specifier options including all glass Elegant® models, special diameters and heights, lighted and all-glass ceilings, electronic speed control and other custom touches



Selection Guide – Segmented® Drum

Outside Diameter	Entry - Three-Wing	Entry - Four-Wing
6' (1829)	—	4' 2 1/2" (1280)
6' 6" (1981)	3' 1 1/8" (918)	4' 6 3/4" (1391)
7' (2134)	3' 3" (991)	4' 11 1/8" (1502)
8' (2438)	3' 9" (1143)	5' 7 7/8" (1724)

Selection Guide – Round Drum

Outside Diameter	Entry - Three-Wing	Entry - Four-Wing
6' (1829)	—	4' 3/4" (1238)
6' 6" (1981)	3' 1 1/8" (918)	4' 5" (1346)
7' (2134)	3' 3 1/8" (994)	4' 9 1/4" (1454)
8' (2438)	3' 9 1/8" (1146)	5' 5 1/4" (1670)

Automatic Revolving Doors



Horton Automatics revolving door systems offer impressive architectural appeal, energy efficiency and effective high traffic management.

Five major design series are offered in a wide selection of finishes, diameters, door wing configurations, glazing options, sensors and security systems.

Standard Features

- Constant seal helps control heating/cooling costs, eliminating dust, drafts and noise
- Segmented® or round drum design
- Magnetic breakaway door wings for emergency egress
- Bump-To-Idle™ for added safety
- Easily adjustable manual or automatic rotation
- One-way, two-way or card access security
- Easy manual operation during power outages
- Most models are easily customized with all glass and stainless steel materials plus special roof panel designs and extended canopies
- Compliance with ANSI 156.27 revolving door standard

Applications

High Traffic, Energy Efficiency, Security

- Airports
- Hospitals
- Hotels
- Schools
- Restaurants
- Manufacturing Facilities
- Financial/Government
- Shopping Malls and Retail
- Upscale Condominiums
- Call Centers
- Traffic Management



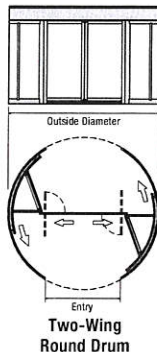
Grand®

9600 Series Large Diameter 2-Wing

The Grand® 9600 Series 2-Wing is available in systems up to 16 feet handling heavy pedestrian traffic up to 80 people per minute. The Grand® 9600 Series is ideal for healthcare, corporate headquarters, airports and retail applications.

Standard Features

- Round drum design
- Integrated sliding or swing door configuration
- Program selector to change rotation speeds to accommodate facility users as weather dictates
- 3-in-1 design that includes a revolving door, a sliding door and a balanced door



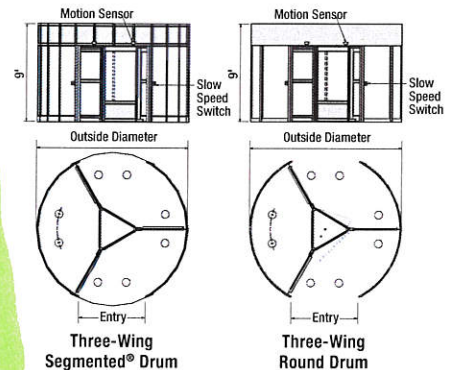
Grand®

9600 Series Large Diameter Vestibule System

Spacious compartments provide an elegant, energy-efficient entrance up to 16 feet in diameter to manage high volume traffic needs including shopping carts, bicycles, wheelchairs, walkers and even hospital stretchers.

Standard Features

- Segmented® or round drum design
- Panels fold against the core for emergency egress
- Smooth, continuous rotation
- VistaScan™ electronic sensing system slows or stops the door when objects are within 8" to 12" of the wings
- Customizable voice enunciator
- Bullet-resistant glass available, segmented drum only
- One-way security available



Selection Guide

	Model	Type	Outside Diameter	Segmented® Drum Throat Opening	Round Drum Throat Opening
	Grand® 2W	Two-Wing	12' 1 1/8" to 16' 1 7/8" (3688-4898)	—	5' 10 1/8" to 7' 10 1/2" (1800-2400)
	Grand®	Three-Wing	12' to 16' (3658-4877)	5' 3 3/4" to 7' 3 3/4" (1619-2229)	5' 1 1/8" to 7' 1 1/8" (1565-2175)

Did You Know?

Horton Grand Revolving Doors are featured at New York's LaGuardia airport. 16' 3-wing units add drama to the airport architecture while providing the ability to move large volumes of traffic.

Downstream Casino Resort JOB DESCRIPTION

POSITION:	Advertising Manager
DEPARTMENT:	Marketing
REPORTS TO:	Director of Marketing
GAMING LICENSE RANK:	Key
PROJECTED EMPLOYEES (FTE):	1
EFFECTIVE DATE:	
JOB SALARY GRADE:	

JOB SUMMARY:

The Advertising Manager responsibility is to plan, direct and evaluate the activities of departments that develop and implement advertising campaigns to promote the sales of products and services. All duties are to be performed within the guidelines of the Downstream Casino Resort's policies and procedures, Internal Control Standards and objectives.

RESPONSIBILITIES include the following. Other duties may be assigned:

- Supervise, direct and assist team members to assure that ongoing ad projects are carried out effectively to meet ad level requirements and requirements for timely, appropriate and correct ads according to sound and ethical business practices.
- Work closely with other departments, identifying specific advertising needs and manage the follow through of orders.
- Inspect layouts and advertising copy and edit scripts, audio and video tapes, and other promotional material for adherence to specifications.
- Read trade journals and professional literature to stay informed on trends, innovations, and changes that affect advertising.
- Track program budgets, expenses, and campaign response rates to evaluate each campaign based on program objectives and industry norms.
- Work with staff to provide effective advertising support regarding layout ad level and special issues.
- Work with graphics, composition and printing services regarding advertising needs and deadline requirements.
- Primary point of contact for property LED's, Wayfinders & website additions, revisions and updates from internal departments.
- Keep in contact with the departments throughout the project and deal with problems as they arise.
- Primary point of contact for property website additions, revisions and updates from internal departments.
- Work closely with purchasing department to ensure a seamless process in reviewing print production proofs and meeting production timelines.
- Oversee media insertion due dates with agency and vendors for print, radio, television and outdoor creative placement.
- Assist departments with marketing strategies.
- Hire, train, coach, and evaluate assigned staff.
- Meet the attendance guidelines of the job and adhere to regulatory, departmental, and company policies.

The Downstream Casino Resort reserves the right to make changes to the above job description whenever necessary.

8/2/2011

- Inform supervisor as necessary.
- Attend all necessary meetings and assist in other projects, as directed.
- Duties, responsibilities, requirements and expectations pertaining to this job are subject to change as needed. Hours are determined by 24-hour schedule.

QUALIFICATIONS/REQUIREMENTS

To perform this job successfully, an individual must be able to perform each of the essential duties and responsibilities satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Must be 21 years of age or older upon employment.
- Bachelor's degree preferred in Advertising, Marketing, or other related field.
- Must have at least three years of Advertising experience, including Trafficking.
- Must have proficient computer skills.
- Must possess excellent verbal and written communication skills.
- Ability to write routine correspondence and to speak effectively to the public, employees and customers.
- Ability to define problems, collect data, establish facts and draw valid conclusions.
- Must have the ability to deal effectively and interact well with the customers and employees.
- Must have the ability to resolve problems/conflicts in a diplomatic and tactful manner.
- Must be able to be approved for and maintain a valid Downstream Key license.
- Must be able to read, write, speak and understand English. Must be able to respond to visual and aural cues.
- Work nights, weekends and holidays as required.
- Employment is contingent upon a favorable outcome of a background investigation and drug screening.

Physical and Work Environment Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderately loud. When on the casino floor, the noise levels increase to loud. Must be able to work in an environment where smoking is permitted.

- Adequate manual dexterity to operate office equipment.
- Light lifting.
- Must be able to stand, walk, and move through all areas of the casino/hotel.
- Maintain physical stamina and proper mental attitude to work under pressure in a fast-paced, casino environment and effectively deal with customers, management, employees, and members of the business community in all situations.

The Downstream Casino Resort Adheres to all applicable Resolutions of the Quapaw Tribe of Oklahoma. Native American Preference policy does apply.

Downstream Casino Resort JOB DESCRIPTION

POSITION:	Marketing Analyst
DEPARTMENT:	Marketing
REPORTS TO:	Promotions and Analysis Manager
JOB PAY BAND:	

JOB SUMMARY:

It is the primary responsibility of the Marketing Analyst to input data into all different aspects of casino marketing promotions programs and provide strong data entry and clerical skills. The Marketing Analyst provides analytical and administrative support to all casino marketing initiatives. All duties are to be performed within the guidelines of the Downstream Casino Resort's policies and procedures, Internal Control Standards and objectives.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Advanced proficiency in Microsoft Excel, and strong Word skills are a must.
- Exceptional organizational skills and attention to detail
- Utilize, develop, and prepare operational, financial, and statistical reports.
- Strong prioritization skills; ability to manage multiple projects under tight deadlines, in a busy, fast-paced environment.
- Help design, create and maintain summary reports to track performance in all departments/areas of the business.
- Work with the Promotions and Analysis Manager and assists by reading, researching, collecting, and analyzing information.
- Create and maintain documentation that serves as a knowledge base for the development of the Marketing Dept.
- Maintains confidentiality and is an outstanding example of and a credit to Downstream Casino Resort
- Other duties as directed.
- Provides exceptional customer service to all patrons and communicates in a pleasant, friendly, and professional manner at all times. Maintains a professional work environment with supervisors and staff.
- Meets the attendance guidelines of the job and adheres to regulatory, departmental and company policies.
- Attends all necessary training meetings.
- Assist in other projects, as directed.
- Duties, responsibilities, requirements and expectations pertaining to this job are subject to change as needed. Hours are determined by 24-hour schedule.
- Outstanding example of and a credit to Downstream Casino Resort

QUALIFICATIONS/REQUIREMENTS

To perform this job successfully, an individual must be able to perform each of the essential duties and responsibilities satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Must be a minimum of 18 years of age or older upon employment.
- Bachelor's Degree preferred or related work history in , Statistics, Math, or related field
- Excellent problem-solving and analytical skills required
- Advanced proficiency in Microsoft Excel, and Word.
- Must possess strong Excel knowledge specializing in working in formulas, charts, and pivot tables.
- Excellent judgment and decision making skills; ability to work independently
- Must possess familiarity with statistical methodologies and their application.
- Must be a self-motivator
- Must be detail and result oriented
- Possess excellent math, statistical and technical financial analytical skills
- Knowledge of Financial/Accounting software, budgeting software, and Excel spreadsheets. Experience with ATI OASIS systems a plus.
- Professional appearance standards
- Must present a well-groomed and professional appearance.
- Must possess excellent communication skills.
- Must be able to read, write, speak and understand English. Must be able to respond to visual and aural cues.
- Ability to write routine correspondence and to speak effectively to the public, employees and customers.
- Must have the ability to deal effectively and interact well with the customers and employees.
- Must have the ability to resolve problems/conflicts in a diplomatic and tactful manner.
- Must be able to be approved for and maintain a valid gaming license.
- Work nights, weekends and holidays as required.
- Employment is contingent upon a favorable outcome of a background investigation and drug screening

PHYSICAL, MENTAL AND ENVIRONMENTAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- Must be able to tolerate areas containing secondary smoke, high noise levels, bright lights and dust.
- Must be able to stand, walk, and move through all areas of the casino.
- Maintain physical stamina and proper mental attitude to work under pressure in a fast-paced, casino environment and effectively deal with customers, management, employees, and members of the business community in all situations.

The Downstream Casino Resort Adheres to all applicable Resolutions of the Quapaw Tribe of Oklahoma. Native American Preference policy does apply.

Downstream Casino Resort JOB DESCRIPTION

POSITION:	Planning and Analysis Manager
DEPARTMENT:	Marketing Department
REPORTS TO:	Director of Marketing
JOB PAY BAND:	

JOB SUMMARY:

The Planning and Analysis Manager is responsible for the gathering and production of all property Gaming, Marketing, Hotel, F&B, Player Development analysis for timely presentation to management. All duties are to be performed within the guidelines of the Downstream Casino Resort's policies and procedures, Internal Control Standards and objectives.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Utilize data warehouse to build operational analyses (i.e. mathematical programming) and regression models to optimize Gaming, Marketing, Hotel, F&B, and Player Development programs and campaigns.
- Design and perform hypothesis testing to evaluate the success of Casino and Resort programs.
- Prepare on-request analysis related to all aspects of player reinvestment and profitability including comping policy, hotel yielding, resource yielding, and slot and table game yielding decisions.
- Help design, create and maintain summary reports to track performance in the above areas.
- Create, monitor and analyze pro and post forma for Marketing programs and campaigns.
- Partner with Gaming Operations teams to optimize gaming floor mix.
- Partner with Player Development to monitor and ascertain performance of players across tiers and across frequency, loyalty, and monetary worth levels.
- Partner with Casino Operations and Player Development to identify trends and opportunities to drive incremental profit through the delivery of actionable business intelligence.
- Position is responsible for organizing & analyzing Casino revenue data to enable data-driven decision making.
- Work closely with Player Development and the Director of Gaming to analyze and understand client and business needs.
- Day to day analysis and management of change requests in relation to the project plans to ensure agreed deadlines are met.
- Production of information and reports as required by the Casino, including showing progress against outstanding milestones, status, resource requirements, issues, risks and dependencies.

- Create and maintain documentation that serves as a knowledge base for the development of the Casinos business

Analyze and interpret performance data for the development, implementation and evaluation of the casino and resort operations programs.

- Creates queries and reports using Access, Excel, third party vendors and other tools.
- Ensures the integrity of the data and investigates and resolves issues involving data quality.
- Serves as a liaison with Revenue Audit with regard to operation requirements.
- Provides system processes and procedures for new program implementations.
- Provides weekly and monthly summaries in the areas identified in the job summary to department management.
- Serves as a resource for all departments with regards to performance and configuration questions
- Maintains confidentiality and is an outstanding example of and a credit to Downstream Casino Resort
- Other duties as directed.
- Provides exceptional customer service to all patrons and communicates in a pleasant, friendly, and professional manner at all times. Maintains a professional work environment with supervisors and staff.
- Meets the attendance guidelines of the job and adheres to regulatory, departmental and company policies.
- Attends all necessary training meetings.
- Assist in other projects, as directed.
- Duties, responsibilities, requirements and expectations pertaining to this job are subject to change as needed. Hours are determined by 24-hour schedule.
- Outstanding example of and a credit to Downstream Casino Resort

QUALIFICATIONS/REQUIREMENTS

To perform this job successfully, an individual must be able to perform each of the essential duties and responsibilities satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- Must be a minimum of 18 years of age or older upon employment.
- Bachelor's Degree in Finance, Accounting or related field required
- Excellent problem-solving and analytical skills required
- 2-5 years experience in Finance or Accounting; casino experience a plus
- Strong PC skills required
- Strong Excel skill required
- Must be a self-motivator
- Must be detail and result oriented
- Possess excellent math, statistical and technical financial analytical skills
- Knowledge of Financial/Accounting software, budgeting software, Excel spreadsheets, SQL and Access. Experience with ADP and IGT systems a plus.
- Professional appearance standards

- Must present a well-groomed and professional appearance.
- Must possess excellent communication skills.
- Must be able to read, write, speak and understand English. Must be able to respond to visual and aural cues.
- Ability to write routine correspondence and to speak effectively to the public, employees and customers.
- Must have the ability to deal effectively and interact well with the customers and employees.
- Must have the ability to resolve problems/conflicts in a diplomatic and tactful manner.
- Must be able to be approved for and maintain a valid gaming license.
- Work nights, weekends and holidays as required.
- Employment is contingent upon a favorable outcome of a background investigation and drug screening

PHYSICAL, MENTAL AND ENVIRONMENTAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- Must be able to tolerate areas containing secondary smoke, high noise levels, bright lights and dust.
- Must be able to stand, walk, and move through all areas of the casino.
- Maintain physical stamina and proper mental attitude to work under pressure in a fast-paced, casino environment and effectively deal with customers, management, employees, and members of the business community in all situations.

The Downstream Casino Resort Adheres to all applicable Resolutions of the Quapaw Tribe of Oklahoma. Native American Preference policy does apply.