Oneida Business Committee Agenda Request

1. Meeting Date Requested: 9 / 13 / 18

2. General Information:

Session: ☒ Open ☐ Executive - See instructions for the applicable laws, then choose one:

Agenda Header: Exec - Reports

☒ Accept as Information only

☐ Action - please describe:

Accept the 4th Quarter Oneida Retail Enterprise Report

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. Q4 ORE Report
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Michele Doxtator, Area Manager/Retail Profits

Primary Requestor/Submitter: _____
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

The Oneida Retail 4th Quarter Report in Open Session

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Retail Report

Oneida Nation
Green Bay, WI

4th Quarter FY 18
July 1, 2018 - September 30, 2018

The following is a brief update on projects and happenings within Retail and is not meant to cover the day to day detail, but an overview of Oneida Retail Enterprise activities.

ONEIDA

A good mind. A good heart. A strong fire

Vision Statement

A Nation of strong families built on Tsi? niyukwalihotʌ and a strong economy

Mission Statement

"To generate profit for the prosperity of the Oneida Tribe".

ONEIDA CASINO TRAVEL CENTER

ONEIDA ONE STOP

ONEIDA SMOKE SHOP

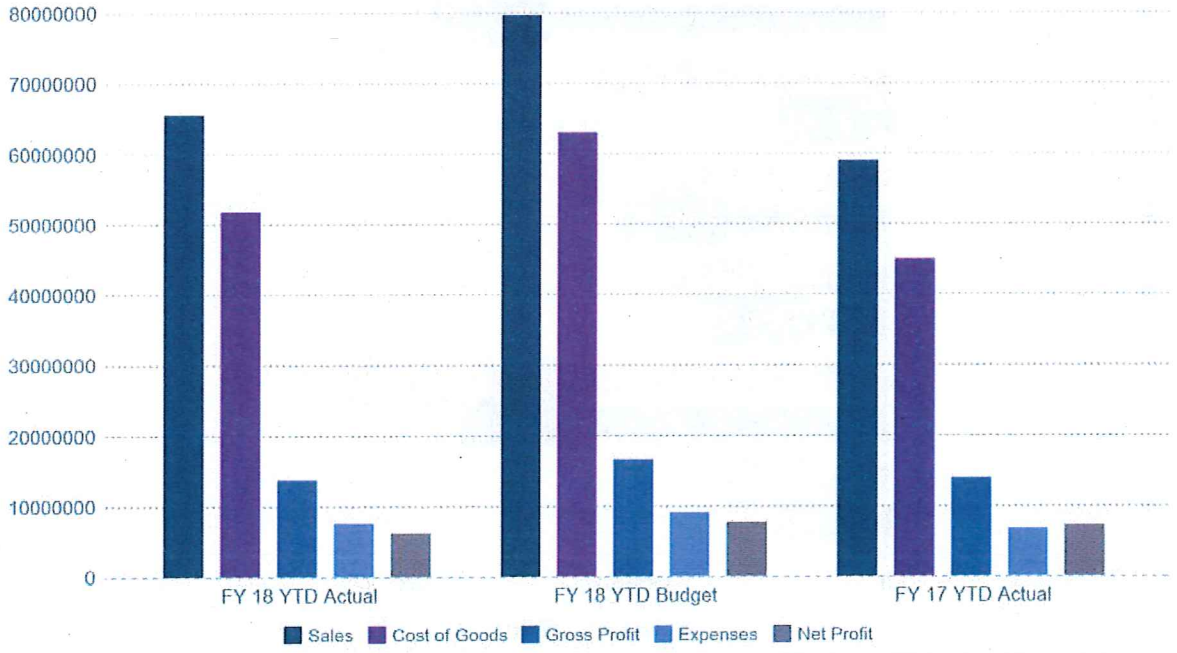
ONEIDA MARKET

Table of Contents

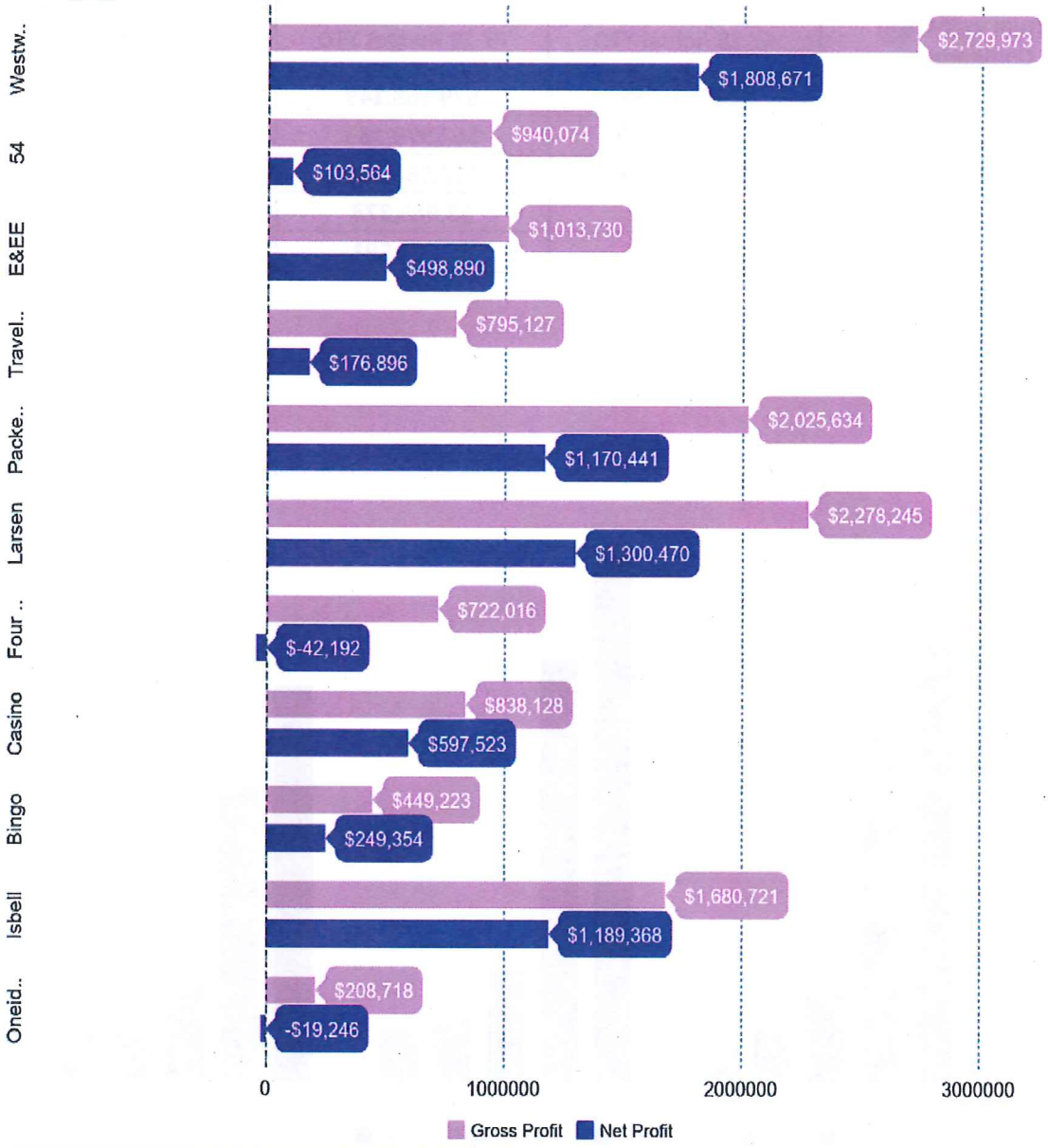
Profit & Loss Statements 1
Retail - Consolidated 2
Oneida Retail Employees 3
Internal Security Incident Reports 4
General Updates 5
Marketing Updates 6

1 Qtr. 4 FY 2018 Profit & Loss Statements

Actual vs. Budget Comparison	FY 18 Actual YTD	FY 18 Budget YTD	FY 17 Actual YTD
Sales	$65,460,298	$79,568,149	$58,908,242
Cost of Goods	$51,778,710	$62,979,183	$44,999,647
Gross Profit	$13,681,588	$16,588,966	$13,908,595
Expenses	$7,562,075	$8,985,373	$6,717,433
Net Profit	$6,119,513	$7,603,593	$7,191,162



2 YTD Gross Profit vs. Net Profit by Location

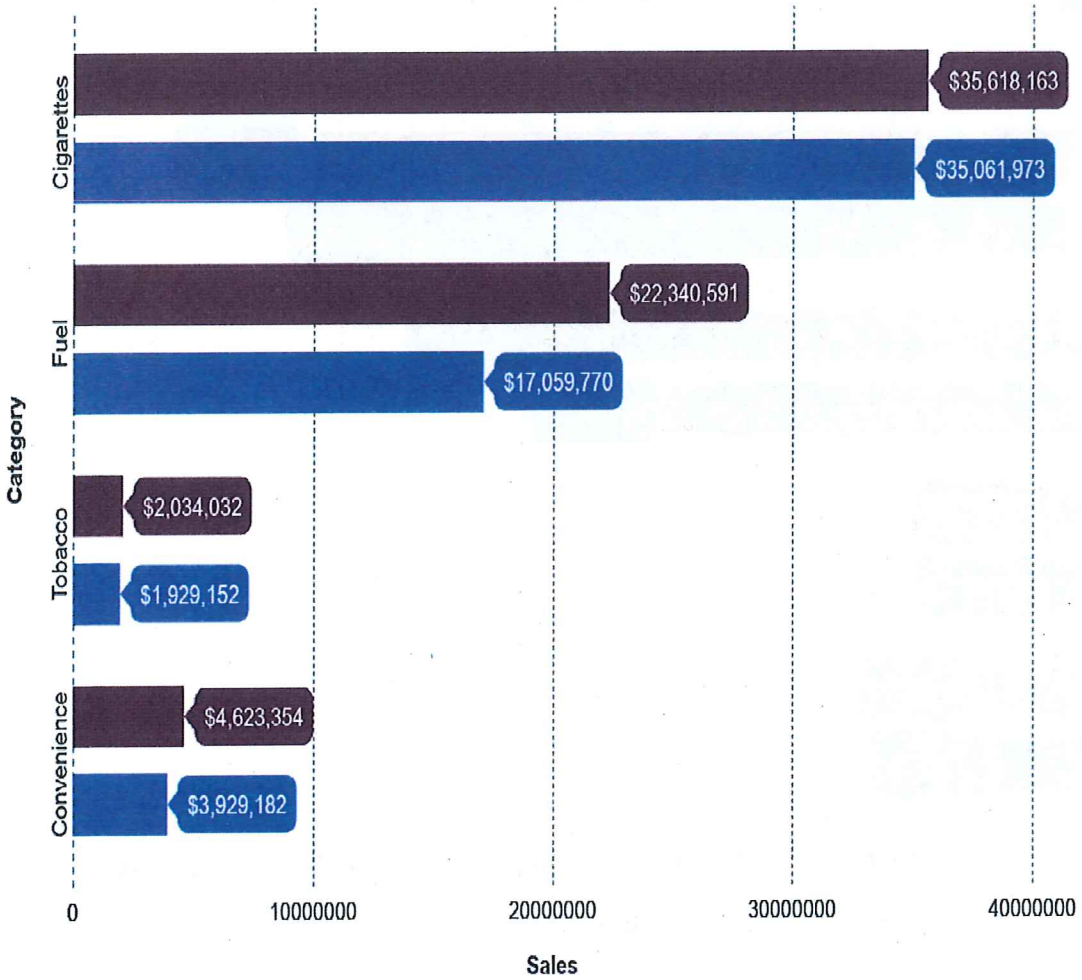


Westwind has been #1 in sales, gross profit & net profit for over 20 years.

Westwind sells the most cigarettes followed by Larsen & Packerland

Gross Profit %
Westwind - 22.39% Larsen - 19.44%
54 - 14.68% Casino - 30.37%
Four Paths - 12.67% E&EE - 22.29%
Bingo - 31.37% Travel Center - 14.23%
Isbell - 29.22% Packerland - 23.31%
Oneida Market - 30.04%

2 YTD Sales by Category YOY

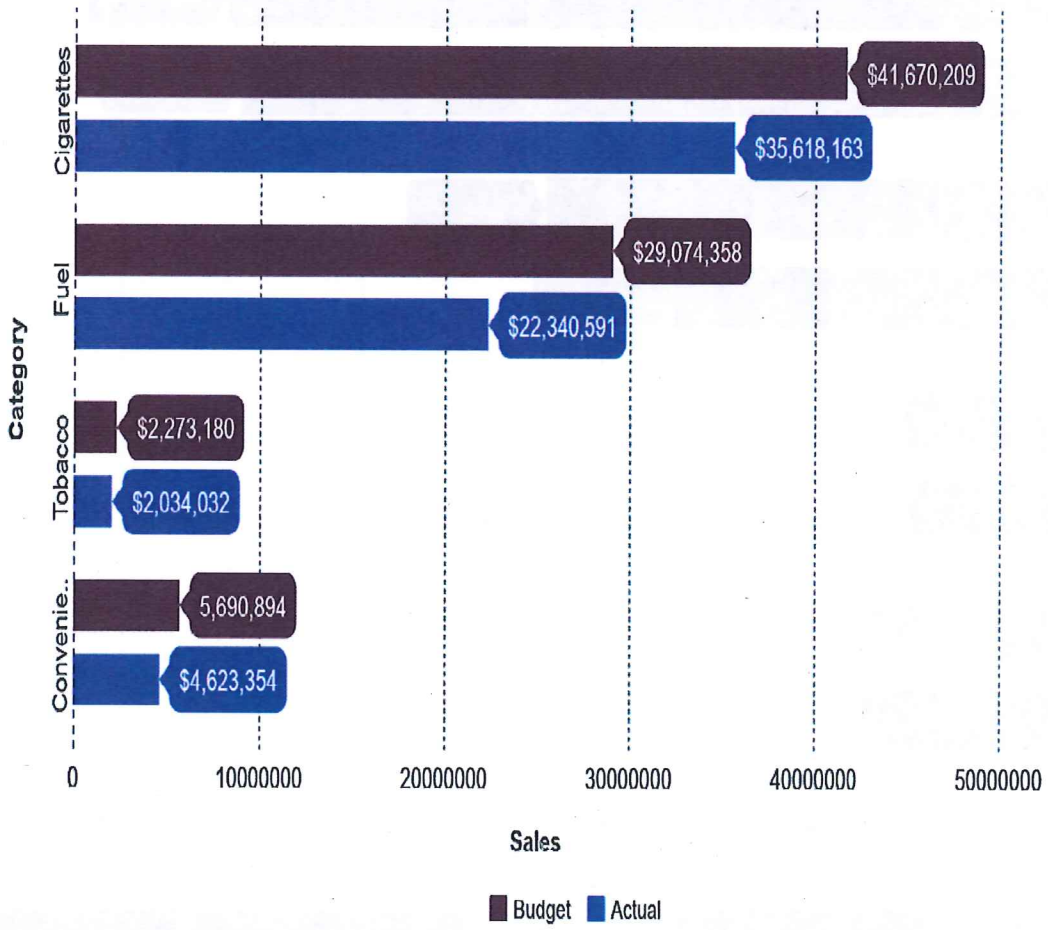


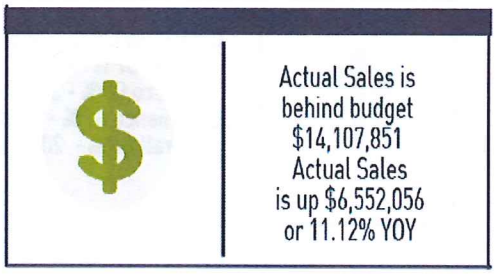
Cigarettes continue to dominate sales & gross profit.

Followed by Mobile branded fuel.

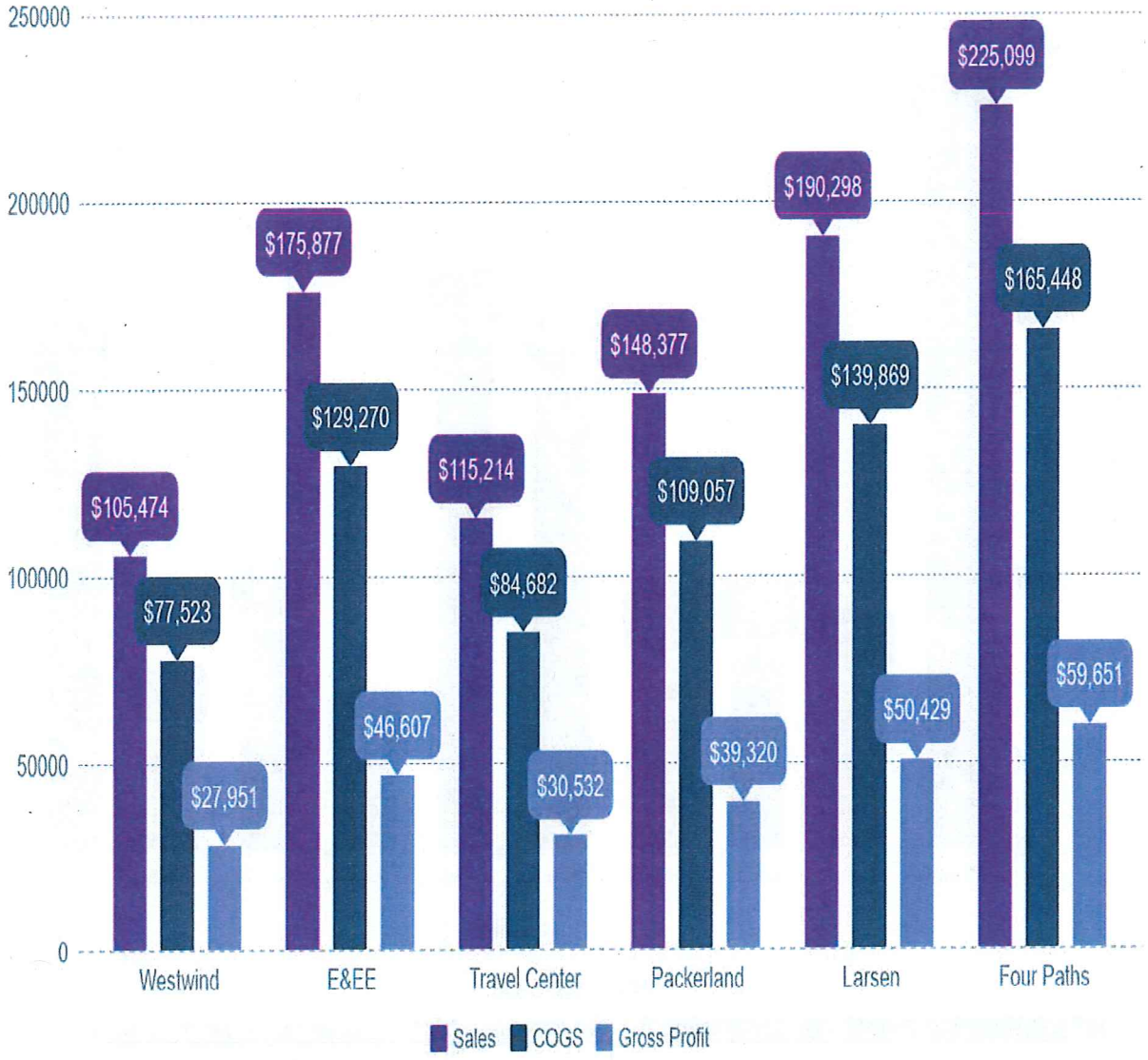
Cigarettes GP% - 28.89%
Fuel GP% - 4.25%
Tobacco GP% - 36.26%
Convenience GP% - 29.38%
Overall GP% - 20.90%

2 YTD Sales by Category Actual vs Budget

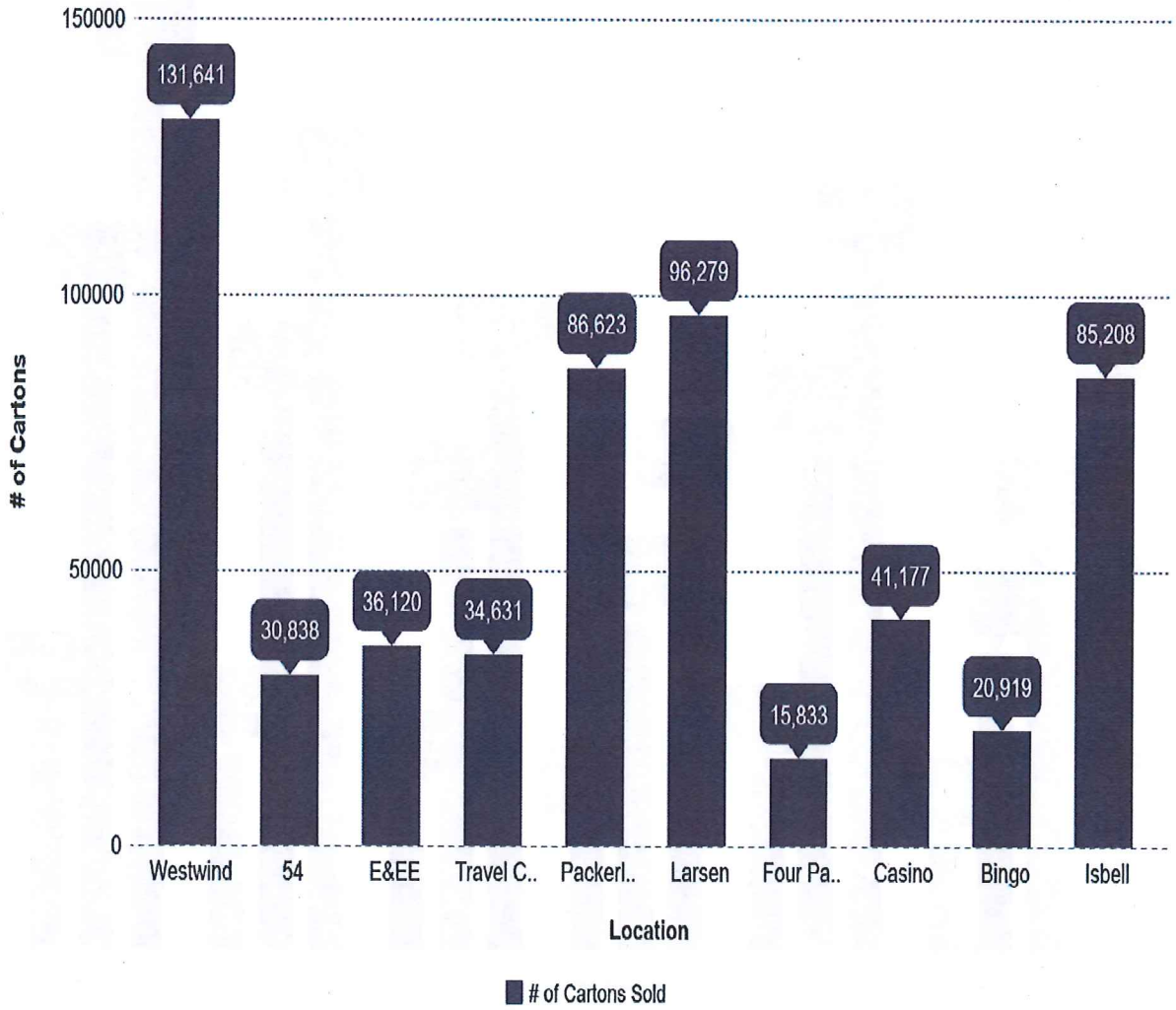




2 YTD FY 18 Alcohol Sales By Location



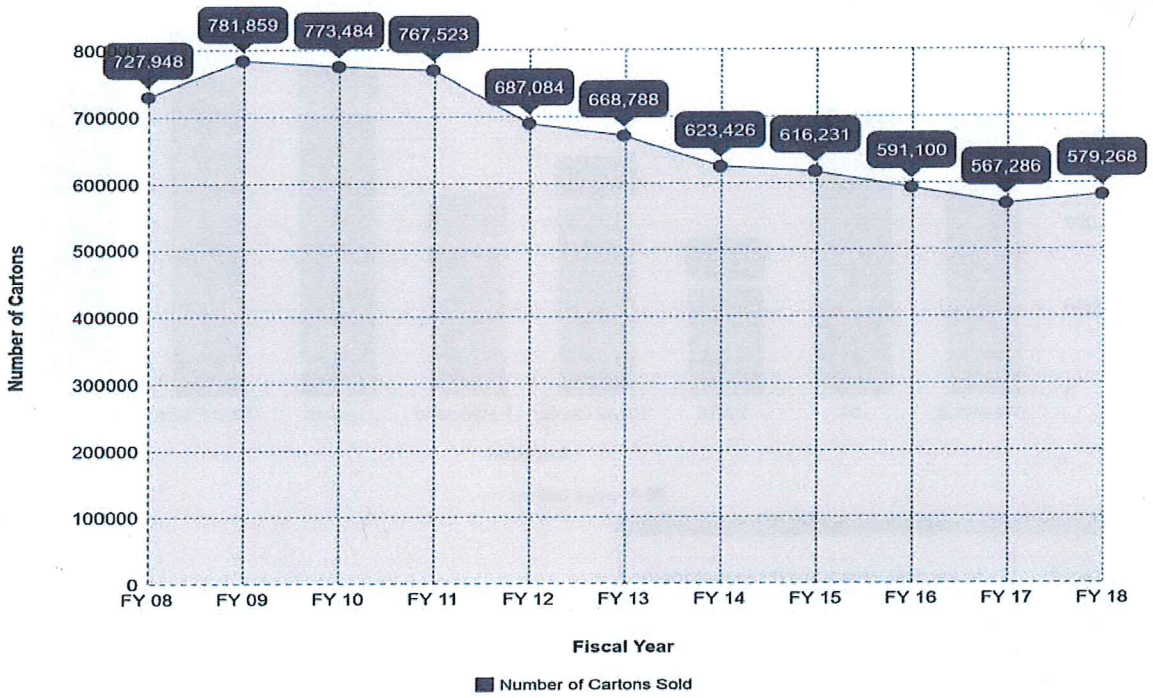
2 YTD Carton Sales by Location



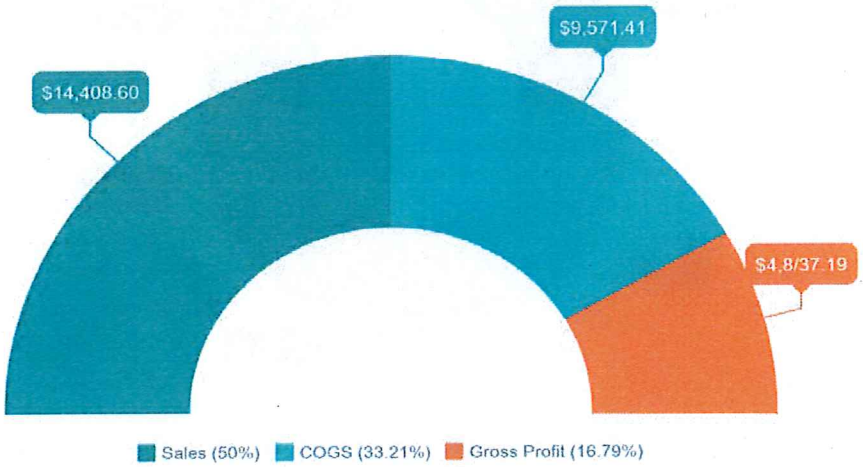
The average convenience store sells 106 cartons per week (S. Abraham & Sons) in the state of Wisconsin.

FY 2018 Weekly Average
Westwind 2,531 avg 54 593 avg
E&EE 695 avg Isbell 1,639
Larsen 1,1852 Packerland 1,666 avg
Four Paths 386 avg Casino 792 avg
Bingo 402 avg Travel Center 666 avg

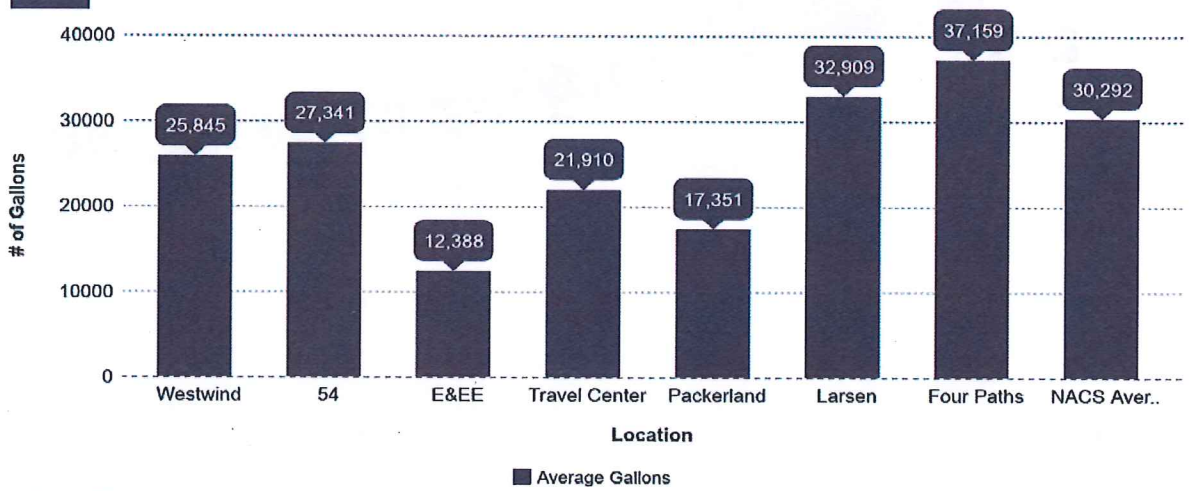
2 YTD Ten Year Carton Sales



2 Qtr. 4 FY 18 Import Tobacco Sales

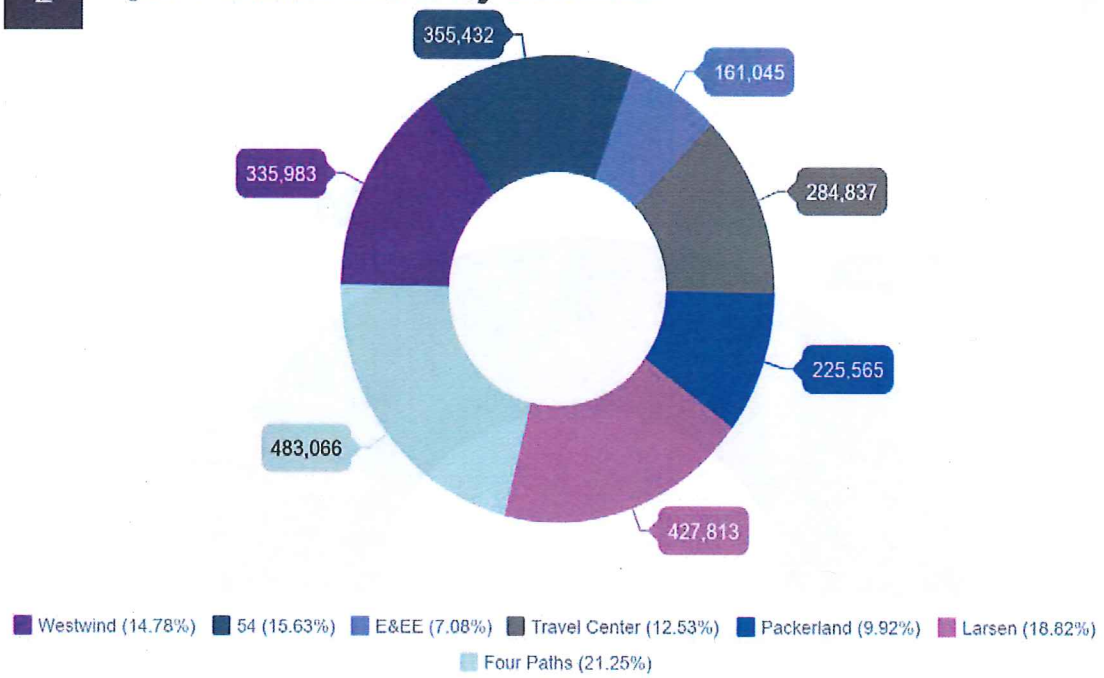


2 Qtr. 4 Average Gallons Per Week

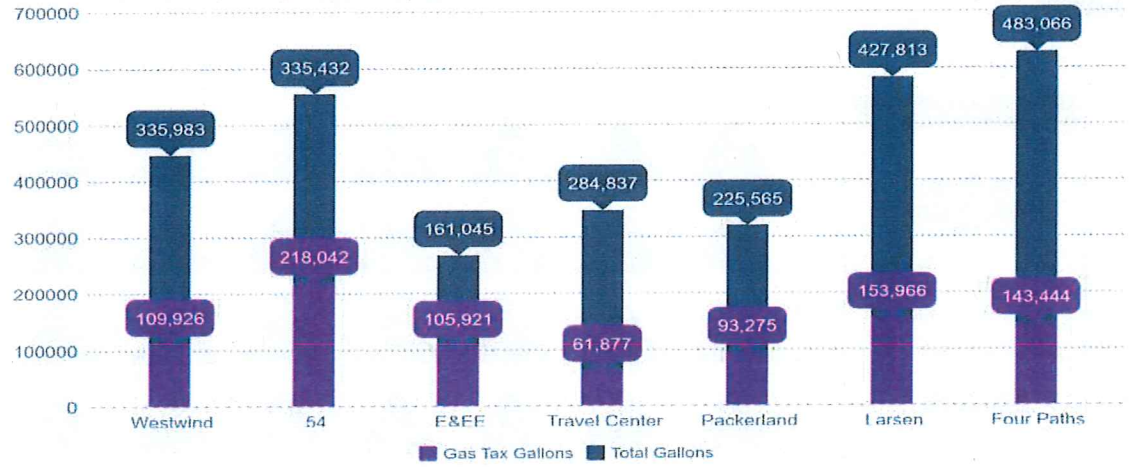


In general, there are three factors in determining the retail price of fuel:
1. Cost of Fuel
2. Pricing
3. Fuel in Ground

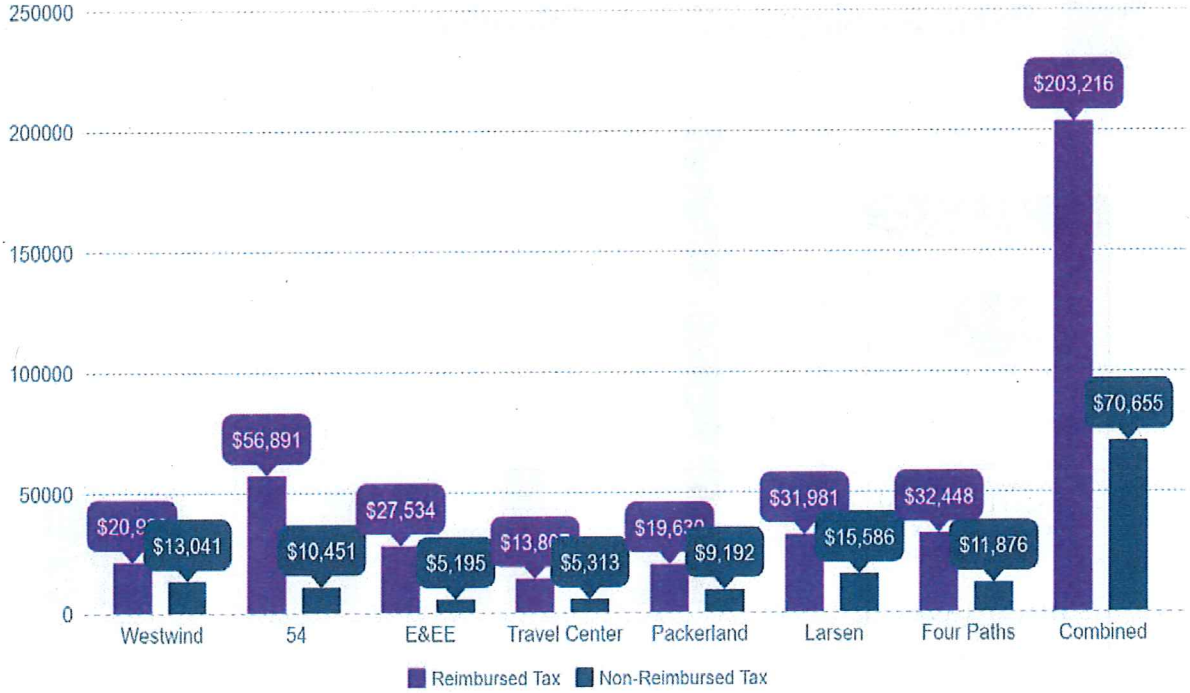
2 Qtr. 4 Gallon Sales By Location



2 Qtr. 4 Gas Tax Gallons Compared to Total Gallons By Location



2 Qtr. 4 On-Reservation Tax vs Off-Reservation By Location

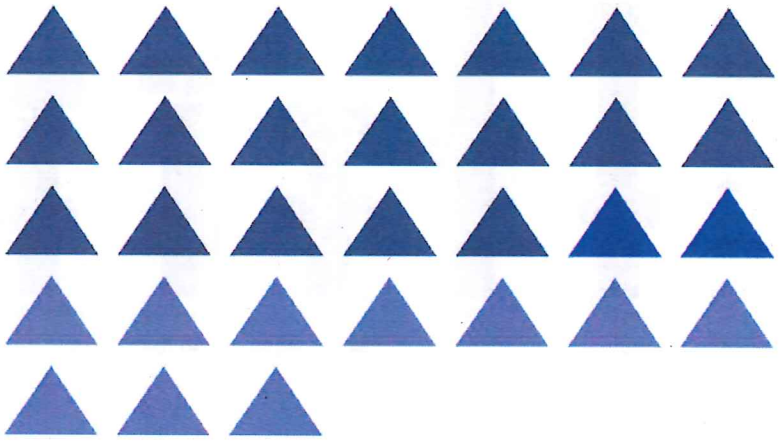


3 Retail Employees Disciplinary Actions

Written Warnings
Attendance 16
Work Performance 3

Suspensions
Attendance 2

Terminations
Attendance 8
Failure to Return LOA 1
Work Performance 1

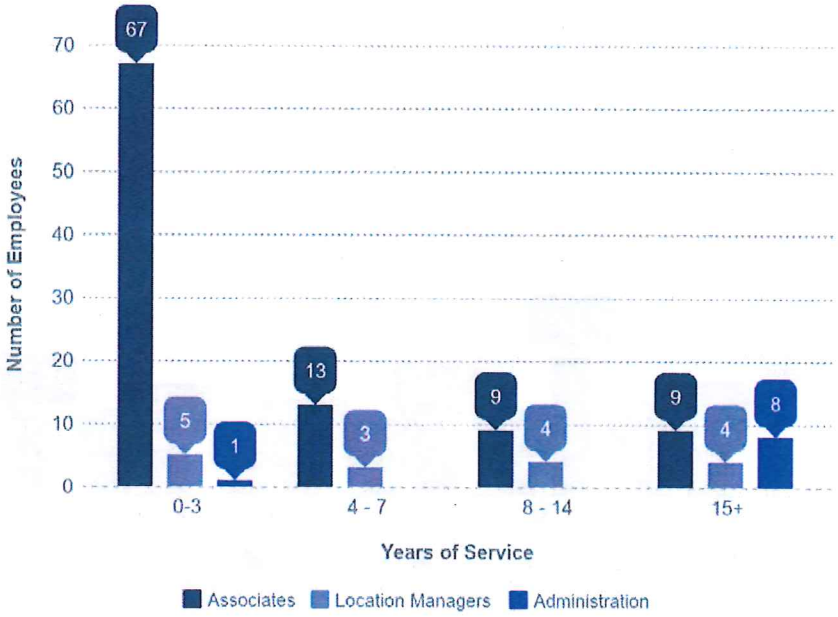


Written Warnings (61.29%) Suspensions (6.45%) Terminations (32.26%)

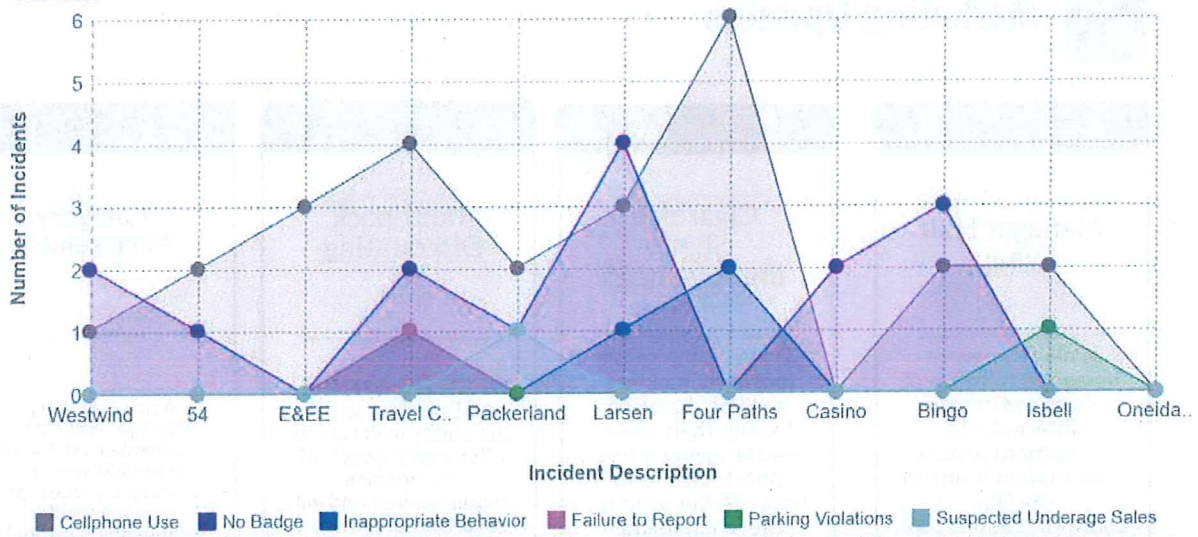
3 Retail Employees Years of Service

On September 30, 2018, there were 123 Retail Employees with an average of 6.1 years of service.

Vacation Accruals
4,580
PT Accruals
3,565
Total Accruals
8,145



4 Internal Security Incident Reports



Violations
Cellphone Use 25
No Badge 15
Inappropriate Behavior 4
Failure to Report 1
Parking Violations 1
Suspected Underage Sales 1
Total Violations 47

Violations By Location
Westwind 3
54 3 E&EE 3
Travel Center 8
Packerland 4
Larsen 8 Four Paths 8
Casino 2 Bingo 5
Isbell 3 Oneida Market 0

5 General Updates

Operations Update

EPA Hydro-static testing was completed at all fuel sites and failure happened as follows:
WW - passed
E&EE - all failed
OCTC - 1/2 failed
Packerland - 1/2 failed
Larsen - passed
Four Paths - passed

A plan has been put in place and bids are being completed to replace dispenser sumps and tank sumps as needed.

The repairs were budgeted in Capital Expenditures FY 2019

Operations Update

The new EPA training requirements are being implemented and the training for Class B & Class C has been completed for 52% of employees.

The goal is to complete all remaining Location level employees by November 20, 2018.

The Retail Profit Manager, Assistant Retail Profit Manager and Operations Manager have all passed the requirements for Class A and Class B.

Team Communication & Scheduling

A new communication application is being tested to see if it would help communication and scheduling for the Retail Division.

It is a free app ("Crew") for use on any smartphone. It is to help manage all work-related communication for Messaging, Schedules, Tasks and Recognition in one convenient place.

This will help with scheduling to cover shifts, pick-up shifts and approve time off requests.

Inventory Management

A new Inventory Management Company is being tested at four Locations to test the validity of the company that has been utilized for the last 18 years.

The company being tested is a Wisconsin based company that has been in business for 32 years.

The test phase will be complete after Q1 of FY 2019. A decision will be made to continue to build a vendor relationship with the new company or stay with the current inventory company.

6 Marketing Updates

Manager Hub Events

A new fun event designed to connect staff and create interest and excitement around information found in the Hub Communications tool.

The event tests the knowledge and information application of managers through trivia and incentives to help improve the flow of information.

Cigarette Shelf Improvement

Three of the retail locations had new shelves installed behind their main counter giving a fresh new look and to improve the product merchandising.

The new shelves were installed at E&EE, Packerland, and Oneida Casino Travel Center.

One more location will be complete in Q1 FY 2019.

Multi-pack Discounting

We worked with Altria and Excentus to have the ability to create an offer that meets both companies requirements and will save the customer on pack purchases.

A two pack discount offer with use of the loyalty card will be utilized in FY 2019 to be completely funded by the cigarette manufacturer.

Category Management

A new Category Manager was hired September 2018 and the initial work to develop a process to manage vendor relationships through clear communication, vendor standards and expectations, and a scheduled RFP process to keep resale product costs down.

Thank you for reading the report, should you have any questions please feel free to call me at 920.496.7301 or by email at mdoxtat3@oneidanation.org.