

LEGISLATIVE SUMMARY SHEET
Tracking No. 0284-18

DATE: August 20, 2018

SUBJECT: AN ACTION RELATING TO THE RESOURCES AND DEVELOPMENT COMMITTEE AND THE BUDGET AND FINANCE COMMITTEE; APPROVING A BUDGET MODIFICATION OF \$1,100,000 IN BUSINESS UNIT 915011 (NAVAJO NATION FAIR FUND)

PURPOSE: The purpose of this legislation is to approve a budget modification for the Navajo Nation Fair Office.

This written summary does not address recommended amendments as may be provided by the standing committees. The Office of Legislative Counsel requests each Council Delegate review the proposed resolution in detail.

5-DAY BILL HOLD PERIOD: SNOWH
Website Posting Time/Date: 1:42pm 8/22/2018
Posting End Date: 8/27/2018
Eligible for Action: 8/28/2018

Resources & Development Committee
Thence
Budget & Finance Committee

PROPOSED NAVAJO NATION STANDING COMMITTEE RESOLUTION

23rd NAVAJO NATION COUNCIL – Fourth Year, 2018

INTRODUCED BY



(Prime Sponsor)

TRACKING NO. 0284-18

AN ACTION

RELATING TO THE RESOURCES AND DEVELOPMENT COMMITTEE AND
THE BUDGET AND FINANCE COMMITTEE; APPROVING A BUDGET
MODIFICATION OF \$1,100,000 IN BUSINESS UNIT 915011 (NAVAJO NATION
FAIR FUND)

BE IT ENACTED:

SECTION ONE. AUTHORITY.

- A. A budget modification is an increase or decrease to an existing business unit budget in a previously approved budget, which requires oversight committee approval. Navajo Nation Budget Instruction Manual Fiscal Year 2018, Section XIII. C. (c).
- B. The Fund Management Plan for the Navajo Nation Fair provides that the Legislative Oversight and Authority for the Navajo Nation Fair is both the Resources and Development Committee and the Budget and Finance Committee. See Navajo Nation Fair Fund Management Plan, Section III., attached as **Exhibit C**.

SECTION TWO. FINDINGS.

- A. The Navajo Nation Parks and Recreation Department and the Navajo Nation Fair Office have requested a budget increase of \$1,100,000 through a memo dated

1 August 1, 2018 from the Department Manager of the Navajo Parks and Recreation
2 Department, which is included in **Exhibit A**, along with the budget documents
3 reflecting this request.

4 B. The budget modification will allow the Navajo Parks and Recreation Department
5 and the Navajo Nation Fair Office to cover expenses and services for the Navajo
6 Nation Fair.

7 C. The Executive Official Review is attached as **Exhibit B**. All reviewers indicated the
8 request for a budget modification is sufficient.

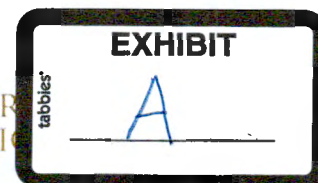
9
10 **SECTION THREE. APPROVAL OF BUDGET MODIFICATION**

11 The Navajo Nation hereby approves the budget modification of \$1,100,000 as
12 indicated in **Exhibit A**.



THE NAVAJO NATION

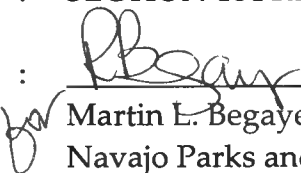
RUSSELL BEGAYE PR
JONATHAN NEZ VIC



Special Events Section, NPRD P.O. Box 2370, Window Rock, Arizona 86515 Telephone (928) 871-6478 Fax (928) 871-6637

MEMORANDUM

TO : SECTION 164 REVIEWERS

FROM : 
Martin L. Begaye, Department Manager III
Navajo Parks and Recreation Department

DATE : August 1, 2018

SUBJECT : Requesting the Navajo Nation Resources Development Committee and Budget and Finance Committee to approve a Budget Modification for \$1,100,000 for Business Unit Number 915011 for the 72nd Annual Navajo Nation Fair

The Navajo Parks and Recreation Department and Navajo Nation Fair Office is requesting to utilize fund balance for expenses relating to the 72nd Annual Navajo Nation Fair in the amount of \$1,100,000 for Business Unit Number 915011.

The budget modification is requested to cover expenses and services relating to events during September 3-⁹, 2018 for the Navajo Nation Fair. The expenses listed all pertain to the schedule of events for the seven-day event and contract services such as 24-hour security, porta-john rentals and other services essential to safely and adequately maintain the number of people in attendance throughout the event.

Please find the attached budget with the revenue projections and expense per event. Your review and approval is greatly appreciated in providing this annual event to the Navajo Nation communities.

Your understanding and approval is appreciated. If you have any questions or additional information is required please contact our office at (928) 871-6587.

Cc: Department Files

Received

AUG - 9 2018

THE NAVAJO NATION
PROGRAM BUDGET SUMMARY

Page 1 of 8
BUDGET FORM 1

FY 2018

PART I. Business Unit No.: 915011		NPRD - NAVAJO NATION FAIR		Division/Branch: NATURAL RESOURCE-EXEC	
Prepared By: ALVINA ARVISO		Phone No.: (928) 871-6478		Email Address: AARVISO@NAVAJO-NSN.ORG	
PART II. FUNDING SOURCE(S)		Fiscal Year Term	Amount	% of Total	
Proprietary Fund (915011)		10/1/17-09/30/18	710,000	39%	
Proprietary Fund (915011)		10/1/17-09/30/18	1,100,000	61%	
PART III. BUDGET SUMMARY					
		Fund Type Code	(A) NNC Approved Original Budget	(B) Proposed Budget	(C) Difference (Column B - A)
	2001 Personnel Expenses	9	322,093	27,799	349,892
	3000 Travel Expenses	9	28,812	31,500	60,312
	3500 Meeting Expenses				0
	4000 Supplies	9	19,500	34,300	53,800
	5000 Lease and Rental	9	15,500	9,000	24,500
	5500 Communications and Utilities	9	8,980	500	9,480
	6000 Repairs and Maintenance	9	27,500	21,300	48,800
	6500 Contractual Services	9	221,502	522,975	744,477
	7000 Special Transactions	9	66,114	452,626	518,740
	8000 Public Assistance				0
	9000 Capital Outlay				0
	9500 Matching Funds				0
	9500 Indirect Cost				0
TOTAL			\$710,000.00	1,100,000	1,810,000
PART IV. POSITIONS AND VEHICLES					
			(D)	(E)	
Total # of Positions Budgeted:			0	5	
Total # of Permanently Assigned Vehicles:			1	1	
PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE.					
MARTIN L. BEGAYE, DEPARTMENT MANAGER III					
SUBMITTED BY: Program Manager's Printed Name					
SUBMITTED BY: [Signature] 8/8/18					
BIDTAH BECKER, DIVISION DIRECTOR					
APPROVED BY: Division Director/Branch Chief's Printed Name					
APPROVED BY: [Signature] 8/8/18					
APPROVED BY: Division Director/Branch Chief's Signature and Date					

Received

AUG - 9 2018

Page 2 of 8

BUDGET FORM 2

THE NAVAJO NATION PROGRAM PERFORMANCE CRITERIA

FY 2018

Office of Management & Budget
Window Rock, Arizona**PART I. PROGRAM INFORMATION:**

Business Unit No.: 915011

Program Name/Title:

NPRD - NAVAJO NATION FAIR

PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE:

Pursuant to Government Services Committee of the Navajo Nation Council Resolution (GSCMA-05-08) the Navajo Parks and Recreation Department is responsible for the planning and undertaking of the Fourth of July Celebration and the Navajo Nation Fair. The Budget and Finance Committee of the Navajo Nation Council (BFMA-10-06) approved and established the Navajo Nation Fair Enterprise Fund Account for use by NPRD within DNR of the Navajo Nation. The primary purpose of the Fourth of July Celebration and Navajo Nation Fair shall be to provide a medium for the Navajo people, a forum to showcase the progress of the Navajo Nation, a forum to preserve and encourage the heritage and culture of the Navajo Nation.

PART III. PROGRAM PERFORMANCE CRITERIA:

1. Program Performance Area:

Increase sponsorship and revenue for the Navajo Nation Fair

Goal Statement:

Generate \$200,000 in sponsorship and revenue for the Navajo Nation Fair

2. Program Performance Area:

Utilize print/radio advertisement to market and promote the Navajo Nation Fair

Goal Statement:

Implement two (2) significant print advertisements in publications and two (2) radio advertisements

3. Program Performance Area:

Event Production of Cultural Significance

Goal Statement:

Host/sponsor ten (10) cultural events at the Fairgrounds including Miss Navajo, Pow Wow, Song & Dance

4. Program Performance Area:

Facility Improvement

Goal Statement:

Complete Renovations on Restroom/Shower Bldg #4, Rodeo Grounds, Song & Dance, Frybread Pavilion

5. Program Performance Area:

Infrastructure/Renovation of Navajo Nation Fairgrounds

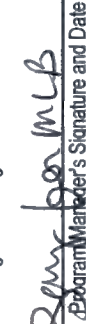
Goal Statement:

Seek assistance from non-monetary sponsors for infrastructure/renovation for needed improvements

PART IV. I HEREBY ACKNOWLEDGE THAT THE ABOVE INFORMATION HAS BEEN THOROUGHLY REVIEWED.

Martin L. Begaye, Department Manager III

Program Manager's Printed Name



8/8/18

Program Manager's Signature and Date

Bidiah Becker, Division Director

Division Director/Branch Chief's Printed Name



Division Director/Branch Chief's Signature and Date

THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION

FY 2018

PART I. PROGRAM INFORMATION:		Business Unit No.: 915011	
Program Name/Title: NPRD - NAVAJO NATION FAIR			
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
Object Code (LOD 6)	Object Code Description and Justification	Total by DETAILED Object Code	Total by MAJOR Object Code (1,100,000)
1000 - REVENUE			
	Revenues generated from the 72nd Annual Navajo Nation Fair		
1391	Building		
1392	Rent - Buildings	30,000	(30,000)
1852	Fees (Estimates)	870,000	(870,000)
1853	Registration Fees		
	General Admission	205,000	
	Professional Bull Riding	112,500	
	Indian Rodeo - 1st Performance/Concert	87,500	
	Indian Rodeo - 2nd Performance/Concert	100,000	
	Indian Rodeo - 3rd Performance	67,500	
	Indian Rodeo - Final Four	82,500	
	Comedy Show	50,000	
	Cultural Showcase	48,000	
	Cash Drawings	25,000	
		778,000	
	Vending		
	Nakai Hall	15,000	
	Rodeo Grounds	8,000	
	Navajo Food Pavilion	7,000	
	Midway Pow Wow	21,000	
	Tent Space	4,500	
		55,500	
	Parking/Camping Fees	6,000	
	Parking Fees	24,500	
	Recreation Fees	6,000	
		36,500	
1930	Miscellaneous (Estimate)	200,000	(200,000)
1934	Sponsorship		
TOTAL		(1,100,000)	(1,100,000)

THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION

FY 2018

PART I. PROGRAM INFORMATION:		Business Unit No.: 915011	
Program Name/Title: NPRD - NAVAJO NATION FAIR			
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
Object Code (LOD 6)	Object Code Description and Justification	Total by DETAILED Object Code	Total by MAJOR Object Code
2510	2001 - PERSONNEL EXPENSES Overtime Pay and Holiday Pay for Temporary Personnel utilized during the 72nd Annual Navajo Nation Fair Overtime 2530 Overtime 20,511 Carpenters 10,145 Graphic Designer 873 Laborers 6,602 Office Assistant 1,200 Senior Office Specialist 1,691 20,511	20,511	27,799
2610	Regular 2620 Double Holiday Pay 4,772 Carpenters 2,254 Graphic Designer 327 Laborers 1,467 Office Assistant 300 Senior Office Specialist 423 4,772	4,772	
2900	Fringe Benefits 2900 Overtime 2,516 Regular 2,041 \$20,511 x 9.95% = \$4,772 x 9.95% = 475 2,516	2,516	
3230	3000 - TRAVEL EXPENSES Travel expenses for staff and events including, per diem, lodging and other travel expenses Personal Travel 3240 Per Diem Meals 2,500 3250 Lodging 17,000 19,500	19,500	31,500

THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION

FY 2018

PART I. PROGRAM INFORMATION:			
Program Name/Title:		Business Unit No.: 915011	
NPRD - NAVAJO NATION FAIR			
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
Object Code (LOD 6)	Object Code Description and Justification	Total by DETAILED Object Code	Total by MAJOR Object Code
3810	Meetings	12,000	
3812	Meals & Lodging		
	5 Staff x \$1,000	5,000	
	Concert Lodging	5,000	
	Cultural Night Lodging	2,000	
		<u>12,000</u>	
4000 - SUPPLIES			34,300
	General office supplies and operating supply expenses for the annual Navajo Nation Fair Production. Fuel to purchase for equipment utilized during maintenance of facility and grounds		
4120	Office Supplies		
4130	General Office Supplies	1,500	
4200	Non Capital Assets		
4210	Non Capital Furniture	800	
4410	Operating Supplies		
4420	General Operating Supplies	15,000	
4490	Custodial Supplies	7,500	
4530	Printing/Binding/Photocopying	6,000	
4550	Media Supplies	1,500	
		<u>30,000</u>	
4700	Fuel		
4710	Gasoline	2,000	
4720	Diesel		
		<u>2,000</u>	
5000 - LEASE AND RENTAL			9,000
	Meeting space rental. Equipment & Supply rental for maintenance and events		
5310	Building and Space		
5320	Meeting Space	1,500	
		<u>1,500</u>	

THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION

FY 2018

PART I. PROGRAM INFORMATION:			
Program Name/Title:		Business Unit No.:	
NPRD - NAVAJO NATION FAIR		915011	
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
Object Code (LOD 6)	Object Code Description and Justification	Total by DETAILED Object Code	Total by MAJOR Object Code
5360	Equipment Supplies	7,500	7,500
5370	Equipment Rental	7,500	
5500 - COMMUNICATION AND UTILITIES			
	Expenses for water permit for use of local water source		
5750	Services		500
5760	Water	500	
6000 - REPAIRS AND MAINTENANCE			21,300
	Purchase supplies and payment for services for repairs/maintenance for the Navajo Nation Fairgrounds		
6020	Supplies		
6030	Building R&M Supplies	12,500	12,500
6040	Services		
6050	Building R&M Services	3,000	3,000
6110	Supplies		
6120	Furniture & Equipment	800	800
6200	External Contractors		
6250	Waste Disposal, estimated	3,000	5,000
6260	Custodial Services, estimated	2,000	
		5,000	
6500 - CONTRACTUAL SERVICES			522,975
	Contractual Service expenses for the production of the Navajo Nation Fair		
6910	Other Contractual Services		
6916	Security Services	60,000	
6921	Other Services	462,975	
	Rough Stock Contractor - Open Indian Rodeo/Wildhorse		
	Open Indian Rodeo - Prize Money	85,550	
		10,000	

THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION

FY 2018

PART I. PROGRAM INFORMATION:		Business Unit No.: 915011	
Program Name/Title:		NPRD - NAVAJO NATION FAIR	
PART II. DETAILED BUDGET:			
(A)	(B)	(C)	(D)
Object Code (LOD 6)	Object Code Description and Justification	Total by DETAILED Object Code	Total by MAJOR Object Code
	Rodeo Sound Production	9,200	
	Rodeo Scoreboard	36,225	
	Sound/Stage/Lighting - Concert	50,000	
	Entertainment	110,000	
	Announcer - Open Indian Rodeo	9,000	
	Rodeo Specialty Act	8,000	
	Porta John Services	45,000	
	BBQ	50,000	
	Other Production Services	50,000	
		462,975	
	7000 - SPECIAL TRANSACTIONS		452,626
	Purchase promotional items, awards, refreshments, catering services, print, radio and television advertisement for the annual Navajo Nation Fair		
7110	Program		427,406
	7130 Promotional Items	3,500	
	7140 Gifts & Awards	380,000	
	7180 Catering	33,906	
	7190 Refreshments	10,000	
		427,406	
7410	Media		25,000
	7440 Print Advertisement	12,500	
	7450 Radio Advertisement	12,500	
		25,000	
7710	Insurance & Benefits		220
	7765 Policy Payment (General Liability)	61	
	7767 Worker's Comp Premium	159	
		220	
TOTAL		1,100,000	1,100,000



THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE PRESIDENT

MEMORANDUM

TO: ALL Department Managers
DIVISION OF NATURAL RESOURCES

FROM: Bidtah Becker
Bidtah Becker, Division Director
Division of Natural Resources

DATE: October 1, 2017

SUBJECT: DELEGATION OF AUTHORITY FOR FISCAL YEAR 2018

In the event that I, Division Director of Division of Natural Resources (DNR), or Ms. Evangeline Curley-Thomas, Deputy Director of DNR, are not in the office or otherwise unavailable, Mr. Robert O. Allan, Principal Attorney of DNR, shall be delegated authority as the Acting Division Director of the Division of Natural Resources. This is a standing delegation of authority until further notice.

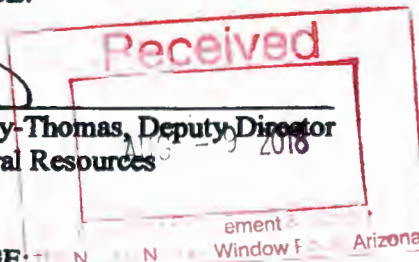
Please cooperate with Mr. Allan in this standing delegation of authority. Should you have any questions, please contact me.

ACKNOWLEDGE:

25
Evangeline Curley-Thomas, Deputy Director
Division of Natural Resources

ACKNOWLEDGE:

Robert O. Allan
Robert O. Allan, Principal Attorney
Division of Natural Resources





EVENT SCHEDULE

"HONORING THE DINE WAY OF LIFE" #1868

FRI / SEPT. 7

Rodeo/Concert - \$25.00 Advance | \$30.00 Day Of Show
Concert Only - \$20.00 | \$25.00 Day of Show

8:00 AM Midway, Pavilion & Exhibits Open
8:00 AM Indian Rodeo Slack - BR
9:00 AM Miss Navajo Interview Panel
9:00 AM Nizhoni Arts Market & Fine Arts
10:00 AM 4H Livestock Show Sales
10:00 AM Horticulture/ Home Arts and Science Judging
2:00 PM 4H Small Animal Show
4:00 PM Pow Wow Gourd Dance
4:00 PM Frybread Contest - Open
5:00 PM 4H Woolly Riding Competition
5:00 PM Pow Wow Registration
5:00 PM Fry Bread Contest - Females
5:00 PM Song & Dance Registration
6:00 PM Frazier Shows of America
7:00 PM Pow Wow Grand Entry
7:00 PM Frybread Contest - Males
7:00 PM Indian Rodeo - 2nd Performance
Wild Horse Race - 2nd Round
Cash Drawing-\$2,000
9:00 PM Concert

Dean C. Jackson Memorial Arena
Closed to Public
Gorman Hall
Lorene C. Lee Pavilion
Nakai Hall
Lorene C. Lee Pavilion
Veteran's Memorial Arena
Hazel Yazza Pavilion
4H Pavilion
Veteran's Memorial Arena
Hazel Yazza Pavilion
Annie Wauneka Arena
NN Fairgrounds
Veteran's Memorial Arena
Hazel Yazza Pavilion
Dean C. Jackson Memorial Arena

Dean C. Jackson Memorial Arena

SAT / SEPT. 8

6:00 AM Parade Line Up
7:00 AM Road Closures
8:00 AM Midway, Pavilion & Exhibits Open
8:00 AM Parade Begins
9:00 AM Song & Dance Registration
11:00 AM Nizhoni Arts Market & Fine Arts
11:00 AM 4H Parade of Champions
12:00 PM Fry Bread Contest - Men/Women
12:00 PM Horticulture Exhibits Open
12:00 PM Frazier Shows of America
12:00 PM Song & Dance Grand Entry
1:00 PM Indian Rodeo - 3rd Performance
Wild Horse Race - 3rd Round
Cash Drawing-\$3,000
1:00 PM Pow Wow Registration Close
2:00 PM Fry Bread Contest - Men/Women
2:00 PM 4H Public Speaking/Talent Show/Fashion Show
2:00 PM Native Warrior Challenge - Adults
2:00 PM Pow Wow Gourd Dance
3:00 PM Parade Awards & Recognition
3:00 PM Fry Bread Contest - Intertribal
4:00 PM Fry Bread Contest - Seniors
5:00 PM Song & Dance Registration Close
6:00 PM 4H Cookout & Award Presentation
6:00 PM Cultural Showcase
Coronation of 2017-2018 Miss Navajo Nation
7:00 PM Pow Wow Grand Entry

Tse Bonito, NM
RT 12/RT 12/RT 12/HWY 264
NN Fairgrounds
Tse Bonito, NM - Window Rock, AZ
Annie Wauneka Arena
Gorman Hall
Dean C. Jackson Memorial Arena
Hazel Yazza Arena
Nakai Hall
NN Fairgrounds
Annie Wauneka Arena
Dean C. Jackson Memorial Arena
Veteran's Memorial Arena
Hazel Yazza Pavilion
Lorene C. Lee Pavilion
West Hill
Veteran's Memorial Arena
Navajo Pavilion
Hazel Yazza Pavilion
Hazel Yazza Pavilion
Annie Wauneka Arena
Lorene C. Lee Pavilion
Dean C. Jackson Memorial Arena
Veteran's Memorial Arena

SUN / SEPT. 9

49 Laughs - \$10.00 Per Person | \$5.00 Child & Senior

8:00 AM Midway, Pavilion & Exhibits Open
8:00 AM Cowboy Church Services
8:00 AM 10K Run Veteran's Run
8:00 AM 4H Exhibit Check Outs
9:00 AM Song & Dance Roll Call & Grand Entry
9:00 AM Nizhoni Arts Market & Fine Arts
12:00 PM Horticulture Arts & Science Exhibits Close
12:00 PM Frybread Contest - Championships
12:00 PM Frazier Shows of America Carnival
12:00 PM Indian Rodeo Final Perf.
Final Four Showdown
Wild Horse Race - Championship Round
Final Cash Drawing-\$5,000
12:00 PM Pow Wow Grand Entry
8:00 PM 49 Laughs

Dean C. Jackson Memorial Arena
Window Rock Tribal Park
Lorene C. Lee Pavilion
Annie Wauneka Arena
Gorman Hall
Hazel Yazza Pavilion
NN Fairgrounds
Dean C. Jackson Memorial Arena
Dean C. Jackson Memorial Arena
Veteran's Memorial Arena
Dean C. Jackson Memorial Arena

MON / SEPT. 3

6:00 AM 5K Run/Walk Series Registration
6:30 AM 5K Run/Walk Series Begins
10:00 AM Baby Contest Registration
8:00 AM Open Indian Jr. Rodeo
NN Fairgrounds
NN Fairgrounds
WR Sports Center
Dean C. Jackson Memorial Arena

TUE / SEPT. 4

PBR - \$25 Advance - \$30 Day of Show

6:00 AM 5K Run/Walk Series Registration
6:30 AM 5K Run/Walk Series Begins
8:00 AM Accepting Art-Fine Arts Competition
8:00 AM Indian Rodeo Slack - TD, SW, TR
9:00 AM Miss Navajo Check-In/Interview Panel
10:00 AM Home Art & Science Entries
1:00 PM Open Sr. Livestock & Horse Show Check-In
8:00 PM Professional Bull Riding - Velocity Tour
NN Fairgrounds
NN Fairgrounds
Gorman Hall
Dean C. Jackson Memorial Arena
NDOT
Nakai Hall
4H Pavilion
Dean C. Jackson Memorial Arena

WED / SEPT. 5

6:00 AM 5K Run/Walk Series Registration
6:30 AM 5K Run/Walk Series Begins
8:00 AM Midway, Navajo Pavilion & Exhibits Open
8:00 AM 4H Exhibits Check In
8:00 AM Miss Navajo Butchering Competition
8:00 AM Elite Native match Team Roping Registration
9:00 AM Elite Native match Team Roping Begins
9:00 AM Open Horse Show
10:00 AM Opening Ceremony
10:00 AM Horticulture/ Home Arts & Science Entries
1:00 PM 4H Jr. Horse Show
1:00 PM Fine Arts Competition
2:00 PM Cattle & Sheep Judging
6:00 PM Frazier Shows of America Carnival
NN Fairgrounds
NN Fairgrounds
Lorene C. Lee Pavilion
Hazel Yazza Pavilion
Dean C. Jackson Memorial Arena
Dean C. Jackson Memorial Arena
Lorene C. Lee Pavilion
Main Fair Entrance
Nakai Hall
Lorene C. Lee Pavilion
Gorman Hall
Lorene C. Lee Pavilion
NN Fairgrounds

THUR / SEPT. 6

Rodeo/Concert - \$25.00 Advance | \$30.00 Day Of Show
Concert Only - \$15.00 | \$20.00 Day of Show

6:00 AM 5K Run/Walk Series Series Registration
6:30 AM 5K Run/Walk Series Begins
8:00 AM Midway, Pavilion & Exhibits Open
8:00 AM Indian Rodeo Slack - LR, LB, LT
9:00 AM Elder Fest
9:00 AM Native Warrior Challenge
9:00 AM 4H Jr. Livestock Show
9:00 AM Miss Navajo Contemporary Skills
9:00 AM Nizhoni Arts Market & Fine Arts
10:00 AM Horticulture Entries
1:00 PM Frazier Shows of America Carnival
1:00 PM Team Penning
2:00 PM Miss Navajo Traditional Skills
3:00 PM Free BBQ
6:00 PM Fry Bread Contest - Open
7:00 PM Indian Rodeo - 1st Performance
Wild Horse Race - 1st Round
Cash Drawing-\$1,000
9:00 PM Concert
North of Sport Center
North of Sport Center
Dean C. Jackson Memorial Arena
Veteran's Memorial Arena
West Hill
Lorene C. Lee Pavilion
NN Fairgrounds
Gorman Hall
Nakai Hall
NN Fairgrounds
Lorene C. Lee Pavilion
NN Fairgrounds
BBQ Picnic Area
Hazel Yazza Pavilion
Dean C. Jackson Memorial Arena
Dean C. Jackson Memorial Arena

General Admission
Sept 7-9, 2018
ADULTS
\$5.00
CHILD (6-12) SENIOR (65+)
\$3.00
3 DAY WALK-IN PASS
\$12.00

Parking
Sept. 3-9, 2018
\$5.00 Per Day
Gates 2/6/8

Camping
Sept. 3-9, 2018
-Pow Wow
Campgrounds
\$10.00 Per Night
-West Hill Campground
\$10.00 Per Night

Indian Rodeo
Sept. 8-9, 2018
ADVANCE
\$10.00
DAY OF SHOW
\$15.00

VIP Pass
\$150.00
(Government Only)

CULTURAL
SHOWCASE
Sept. 6, 2018
ALL AGES
\$8.00

www.NavajoNationFair.org

Document No. 010829Date Issued: 08/01/2018**EXECUTIVE OFFICIAL REVIEW****EXHIBIT**BTitle of Document: Budget Modification for NN FAIR OfficeContact Name: NELSON, VProgram/Division: DIVISION OF NATURAL RESOURCESEmail: powwowbuzz@yahoo.comPhone Number: 9288717833

<input type="checkbox"/>	Business Site Lease			Sufficient	Insufficient
	1. Division:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Controller:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	(only if Procurement Clearance is not issued within 30 days of the initiation of the E.O. review)				
	3. Office of the Attorney General:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Business and Industrial Development Financing, Veteran Loans, (i.e. Loan, Loan Guarantee and Investment) or Delegation of Approving and/or Management Authority of Leasing transactions				
	1. Division:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Attorney General:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Fund Management Plan, Expenditure Plans, Carry Over Requests, Budget Modifications				
	1. Office of Management and Budget:	<u>DBayal</u>	Date: <u>8-10-18</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Controller:	<u>LRW</u>	Date: <u>8-10-18</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	3. Office of the Attorney General:	<u>VP</u>	Date: <u>8/15/18</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Navajo Housing Authority Request for Release of Funds				
	1. NNEPA:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Attorney General:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Lease Purchase Agreements				
	1. Office of the Controller:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	(recommendation only)				
	2. Office of the Attorney General:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Grant Applications				
	1. Office of Management and Budget:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Controller:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	3. Office of the Attorney General:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Five Management Plan of the Local Governance Act, Delegation of an Approving Authority from a Standing Committee, Local Ordinances (Local Government Units), or Plans of Operation/Division Policies Requiring Committee Approval				
	1. Division:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Attorney General:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Relinquishment of Navajo Membership				
	1. Land Department:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Elections:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	3. Office of the Attorney General:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

☐ **Land Withdrawal or Relinquishment for Commercial Purposes**

Sufficient Insufficient

1. Division:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
2. Office of the Attorney General:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

☐ **Land Withdrawals for Non-Commercial Purposes, General Land Leases and Resource Leases**

1. NLD	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
2. F&W	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
3. HPD	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
4. Minerals	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
5. NNEPA	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
6. DNR	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
7. DOJ	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

☐ **Rights of Way**

1. NLD	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
2. F&W	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
3. HPD	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
4. Minerals	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
5. NNEPA	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
6. Office of the Attorney General:	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
7. OPVP	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

☐ **Oil and Gas Prospecting Permits, Drilling and Exploration Permits, Mining Permit, Mining Lease**

1. Minerals	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
2. OPVP	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
3. NLD	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

☐ **Assignment of Mineral Lease**

1. Minerals	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
2. DNR	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
3. DOJ	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

☐ **ROW (where there has been no delegation of authority to the Navajo Land Department to grant the Nation's consent to a ROW)**

1. NLD	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
2. F&W	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
3. HPD	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
4. Minerals	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
5. NNEPA	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
6. DNR	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
7. DOJ	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
8. OPVP	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

☐ **OTHER:**

1. _____	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
2. _____	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
3. _____	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
4. _____	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
5. _____	_____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>



☐ RESUBMITTAL

NAVAJO NATION DEPARTMENT OF JUSTICE

DOCUMENT REVIEW REQUEST FORM



DOJ	
8/10/18 0326p	
DATE / TIME	
<input type="checkbox"/> 7 Day Deadline	
DOC #:	010829
SAS #:	
UNIT:	NRW

*** FOR NNDOJ USE ONLY - DO NOT CHANGE OR REVISE FORM. VARIATIONS OF THIS FORM WILL NOT BE ACCEPTED. ***

Wanda 6478/7991		CLIENT TO COMPLETE	
DATE OF REQUEST:	8/10/18	ENTITY/DIVISION:	Natural Resources
CONTACT NAME:	Alvina Arviso	DEPARTMENT:	Navajo Parks & Rec
PHONE NUMBER:	(928) 871-7833	E-MAIL:	aarviso@navajo-nn.gov
TITLE OF DOCUMENT: Budget Modification for NN Fair Office			
DOJ SECRETARY TO COMPLETE			
DATE/TIME IN UNIT:	8/10/18 455 pm mm	REVIEWING ATTORNEY/ADVOCATE:	Robert
DATE/TIME OUT OF UNIT: 8-15-18 10:20 am			
DOJ ATTORNEY / ADVOCATE COMMENTS			
Sufficient			
REVIEWED BY: (PRINT)	DATE / TIME	SURNAMED BY: (PRINT)	DATE / TIME
		V Bluck Rat	8/15/18 9:56 am
DOJ Secretary Called: Wanda		for Document Pick Up on 8-15-18 at 10:10 By: BJ	
PICKED UP BY: (PRINT)	DATE / TIME:		

NNDOJ/DRRF-July 2013

COMPLETED




THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE-PRESIDENT

Memorandum:

To: 2 NNC § 164 Reviewers

Delegates & 2 NNC '164 Reviewers
Navajo Nation Government

From: 
Robert Willie, Accounting Manager
Office of the Controller

Date: August 10, 2018

Subject: 164 Review-0010829-Budget Modification for NN Fair Office

The Office of the Controller has reviewed the above referenced document.

1. The balance of the Annual Fair is \$704,626 as of July 31, 2018
2. After careful review of the prior years' revenues and expenses it has been determined that an increase of \$1,100,000 to the current budget should be recouped with the revenues for the 2018 Annual Fair.

If you should have any questions you can contact me at tribal extension X6125.




THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE PRESIDENT

Special Events Section, NPRD P.O. Box 2370, Window Rock, Arizona 86515 Telephone (928) 871-6478 Fax (928) 871-6637

MEMORANDUM

TO : SECTION 164 REVIEWERS

FROM : 
Martin L. Begaye, Department Manager III
Navajo Parks and Recreation Department

DATE : August 1, 2018

SUBJECT : Requesting the Navajo Nation Resources Development Committee and Budget and Finance Committee to approve a Budget Modification for \$1,100,000 for Business Unit Number 915011 for the 72nd Annual Navajo Nation Fair

The Navajo Parks and Recreation Department and Navajo Nation Fair Office is requesting to utilize fund balance for expenses relating to the 72nd Annual Navajo Nation Fair in the amount of \$1,100,000 for Business Unit Number 915011.

The budget modification is requested to cover expenses and services relating to events during September 3-10, 2017 for the Navajo Nation Fair. The expenses listed all pertain to the schedule of events for the seven-day event and contract services such as 24-hour security, porta-john rentals and other services essential to safely and adequately maintain the number of people in attendance throughout the event.

Please find the attached budget with the revenue projections and expenses per event. Your review and approval is greatly appreciated in providing this annual event to the Navajo Nation communities.

Your understanding and approval is appreciated. If you have any questions or additional information is requires please contact our office at (928) 871-6587.

Cc: Department Files

C

BFF-04-08

RESOLUTION OF THE
BUDGET AND FINANCE COMMITTEE
OF THE NAVAJO NATION COUNCIL

21ST NAVAJO NATION COUNCIL - Second Year, 2008

AN ACTION

RELATING TO RESOURCES AND FINANCE; APPROVING THE
ESTABLISHMENT OF THE NAVAJO PARKS AND RECREATION
DEPARTMENT ANNUAL NAVAJO NATION FAIR FUND, AND FUND
MANAGEMENT PLAN

BE IT ENACTED:

1. The Navajo Nation hereby approves the establishment of the Navajo Parks and Recreation Department Annual Navajo Nation Fair Fund, as a Special Revenue Fund, for the sole purpose of funding the Annual Navajo Nation Fair.

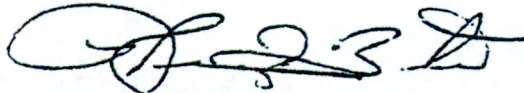
2. The Navajo Nation hereby approves the Navajo Parks and Recreation Department Annual Navajo Nation Fair Fund, Fund Management Plan, hereto attached as Exhibit A.

3. The Navajo Nation Division of Natural Resources, Department of Parks and Recreation is hereby directed to submit to the Resources Committee and the Budget and Finance Committee for recommendation to the Navajo Nation Council the annual budget for the Navajo Parks and Recreation Department Annual Navajo Nation Fair Fund, in accord with the Budget Instructions and Policies Manual ~~for each Navajo Nation fiscal year.~~

4. The Controller of the Navajo Nation shall establish an account for the Navajo Parks and Recreation Department Annual Navajo Nation Fair Fund and manage the account in accord with the Navajo Parks and Recreation Department Annual Navajo Nation Fair Fund Management Plan, attached hereto as Exhibit A, and the eligibility criteria for the expenditure of revenues generated by programs and departments, as set forth in Resolution BFN-187-03.

CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Budget and Finance Committee of the Navajo Nation Council at a duly called meeting at Window Rock, Navajo Nation (Arizona), at which a quorum was present and that same was passed by a vote of 4 in favor and 1 opposed, this 19th day of February, 2008.

A handwritten signature in dark ink, appearing to read 'LoRenzo C. Bates', with a stylized flourish at the end.

LoRenzo C. Bates, Chairperson
Budget and Finance Committee

Motion: Pete Ken Atcitty
Second: Jonathan Nez

NAVAJO NATION FAIR ENTERPRISE FUND
FUND MANAGEMENT PLAN
Navajo Parks and Recreation Department

I. ESTABLISHMENT.

The Navajo Nation established the Navajo Nation Fair Enterprise Fund Account, hereby known as "Navajo Nation Fair Enterprise Fund" for use by the Navajo Parks and Recreation Department within the Division of Natural Resources of the Navajo Nation.

II. PURPOSE.

The purpose of the Navajo Nation Fair Enterprise Fund shall be to provide a dedicated source of funds for the planning and undertaking of the annual Navajo Nation Fair located in Window Rock, Navajo Nation (Arizona), as a self-sustaining event of the Navajo Nation.

III. LEGISLATIVE OVERSIGHT AND AUTHORITY

A. RESOURCES COMMITTEE OF THE NAVAJO NATION COUNCIL

Pursuant to 2 NNC §695 B. 15, the Resources Committee of the Navajo Nation Council is the "Legislative oversight authority for the Division of Natural Resources".

B. BUDGET AND FINANCE COMMITTEE OF THE NAVAJO NATION COUNCIL

Pursuant to Title Two, Section 372, A., the purpose of the Budget and Finance Committee of the Navajo Nation Council is to coordinate, oversee and regulate the fiscal, financial, investment, contracting and audit policies of the Navajo Nation.

IV. ADMINISTRATIVE DELEGATIONS

A. NAVAJO NATION FAIR, DIVISION OF NATURAL RESOURCES

The Department Manager, Navajo Parks and Recreation Department, Division of Natural Resources, in a manner prescribed by Navajo Nation policy, procedure, law, rule and regulation, shall (1) collect all fees described herein as sources of revenues; (2) prepare an annual budget and expenditure plan for review and approval by the appropriate Navajo Nation authorities; (3) prepare specific event production plans for the Navajo Nation Fair with specific performance objectives; (4) prepare as needed capital improvement plans for review and approval by the appropriate Navajo Nation authorities; and (5) procure required goods and services through the procurement and contracting processes and procedures in order to carry out the purpose cited in section II above.

B. FINANCIAL SERVICES, OFFICE OF THE CONTROLLER

The Controller, OOC, in a manner prescribed by Navajo Nation policy, procedure, law, rule and regulation, shall (1) Establish a Navajo Nation Fair Enterprise Fund Account for the collection of all fees, rentals, receipts, and revenues described as sources of revenue in section V below; (2) Review and regulate expenditures from such established Enterprise Fund Account to insure compliance with existing Navajo Nation policy, procedure, law rule, or regulations appropriate for this account; and (3) Maintain an accurate accounting of all transactions in the manner prescribed in section VII below.

V. SOURCES OF REVENUE AND CAPITAL FORMULATION

- A. The following sources of revenue and Capital are to be deposited in the Navajo Nation Fair Enterprise Fund Account: (1) Admission Fees; (2) Fees or Rental charges collected from the use of Navajo Nation Fairgrounds property, grounds and equipment; (3) Sales of goods, materials, and services of the Navajo Nation Fair; (4) Donations and contributions from individuals, firms, companies, and event sponsors.; (5) and any other source approved by the Budget and Finance Committee of the Navajo Nation Council upon recommendation of the Resources Committee for deposit into the Navajo Nation Fair Enterprise Fund Account.
- B. Fee, rental or other rate schedules shall be established by the Department Manager, Navajo Parks and Recreation Department, upon consultation with the Executive Director, Division of Natural Resources. Special event fees or charges for use of facilities, grounds or equipment shall be determined and set on a case by basis by the Department Manager, taking into account prevailing prices or charges for similar uses occurring off-reservation.
- C. No fee, rental or other charges shall be waived for any purpose. In-kind services that benefit the Event from tribal programs may be authorized on a case by case basis by the Department Manager.
- D. All fees, rental or other charges shall be on a certified or cashier check basis, except in transactions where cash is more practical, such as admission fees. Credit card transactions shall be considered as cash collections.
- E. ~~The initial fund balance shall be the amount as recommended by the Controller~~ and approved by the Budget and Finance Committee based upon historical revenues realized from the last three (3) previous Navajo Nation Fairs and related events.

VI. ANNUAL BUDGET EXPENDITURE PLAN.

- A. An Annual Budget and Expenditure Plan pertaining to the use of the Navajo Nation Fair Enterprise Fund Account shall be prepared pursuant to Navajo Nation annual budget process for review and approval by the Resources

Committee, and the Budget and Finance Committee of the Navajo Nation Council, and the Navajo Nation Council.

- B. The Plan shall include detailed projections of revenues for the upcoming fiscal period and detailed line item expenditures planned for the same fiscal period.
- C. Any change in projected revenue or planned expenditures shall be processed as a budget modification and processed through regular Navajo Nation policy and procedures for review and approval of such modifications.

VII. ACCOUNTING, EXPENDITURE CONTROL AND CASH.

- A. All books of account for the Navajo Nation Fair Enterprise Fund Account shall be maintained by the Financial Services Department within the Office of the Controller in accordance with generally accepted accounting principles and Navajo Nation Accounting policies and procedures. The Department Manager, Parks and Recreation Department, Division of Natural Resources shall receive a monthly report detailing revenues received, expenditures, and open commitments.
- B. All receipts shall be deposited in appropriate depository accounts on a daily basis if practical, and in no case shall the deposit be delayed past the close of business the day following the receipt. Field cash receipts or other equivalent records shall be issued for any fees, rental or sales, exceeding ten dollars (\$10.00) and to any customer who requests such, regardless of amount. Individual fees, rental or sales less than ten dollars (\$10.00) shall be receipted in total, at the close of each business day.
- C. All Expenditures must be for the purpose cited and may include administrative or operating costs, and capital improvement.
- D. All expenditures shall be made by Navajo Nation Check and processed through existing Navajo Nation policy and procedures.
- E. All expenditures representing payment of wages and salaries shall be made through the Navajo Nation Payroll system with appropriate deductions and withdrawals being made.
- F. The Department Manager, Navajo Parks and Recreation Department, is authorized to maintain one or more beginning cash accounts in an amount not exceed two hundred dollars (\$200.00) each for the purpose of making change. Each such beginning cash account shall be reconciled with receipts at the close of business each day. Should such reconciliation show a cash overage or shortage of more than ten dollars (\$10.00), such shall be reported to the Resources Committee. Should additional cash be needed to replenish the cash account, the Department Manager shall prepare an appropriate request to the Financial Services Department, with accompanying accounting reports. The Manager shall maintain and require that all involved employees adhere to Navajo Nation policies and procedures regarding the management of all cash.

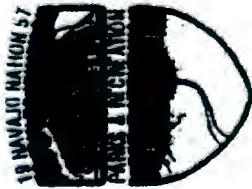
- G. No expenditure shall be authorized unless such has been approved in the annual Navajo Nation Budget.
- H. No expenditure shall be used for any illegal or unethical purpose, or for the purpose of making political contributions to any individual, group or organization, whether organized for profit or on a non-profit basis.
- I. Any single expenditure in excess of \$10,000 must be detailed and explained separately.

VIII. AUDITS AND REPORTS

- A. The books of account for the Navajo Nation Fair Enterprise Fund Account shall be subject to periodic audit in conjunction with the Regular Navajo Nation Audit performed on all the financial records of the Navajo Nation.
- B. The Department Manager, Parks and Recreation Department, Division of Natural Resources shall make periodic written reports to the Resources Committee and the Budget and Finance Committee of the Navajo Nation Council on the status of the Account.

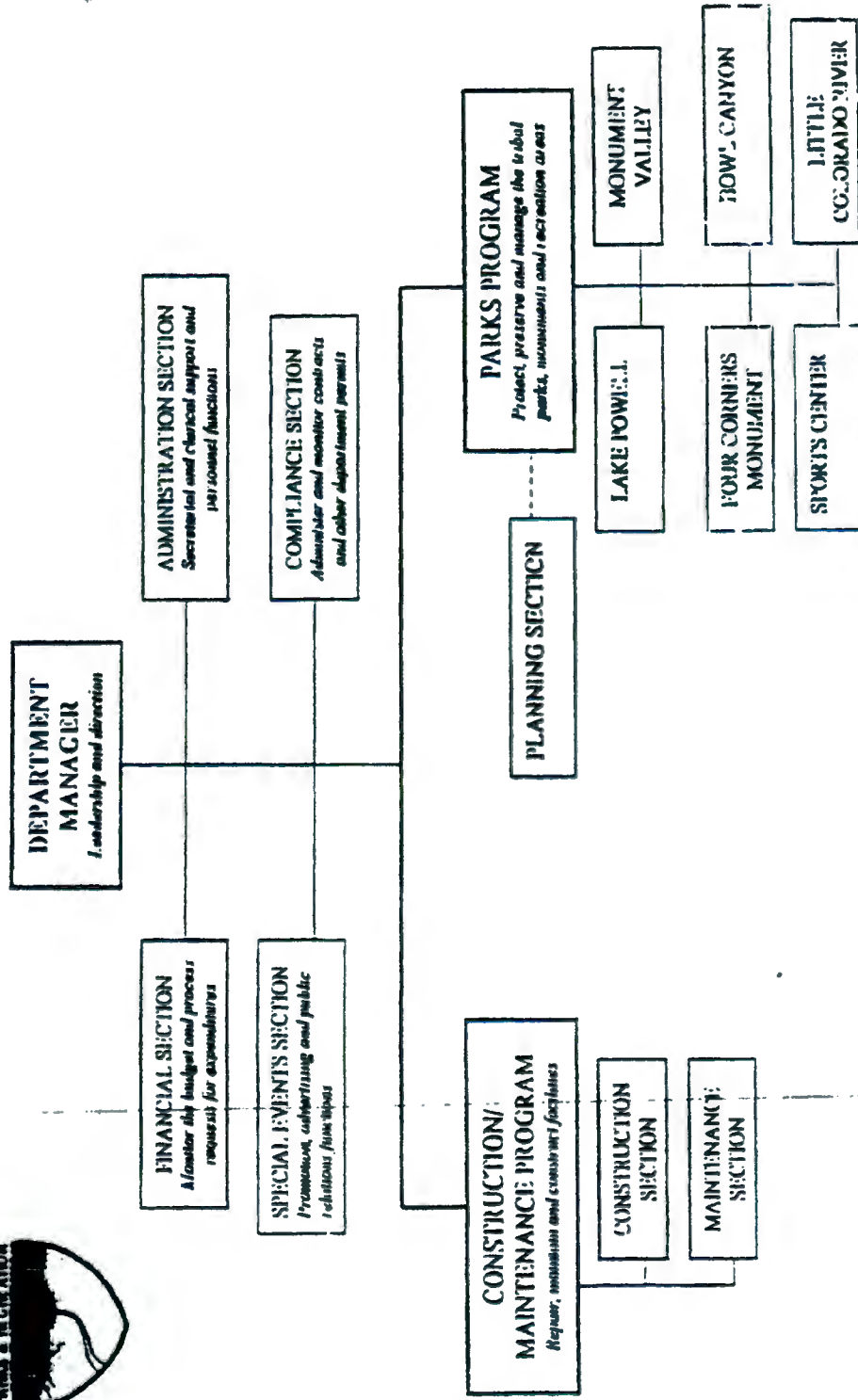
IX. AMENDMENTS.

- A. This Navajo Nation Fair Enterprise Account Fund Management Plan may be amended from time to time by the Budget and Finance Committee of the Navajo Nation Council upon recommendation of the Resources Committee of the Navajo Nation Council.



Navajo Parks and Recreation Department

Fiscal Year 2008 Organization Chart



The Legislative Branch
The Navajo Nation



Lawrence T. Morgan
Speaker of the Navajo Nation Council

BFAU-41-05

**RESOLUTION OF THE
BUDGET AND FINANCE COMMITTEE
20th NAVAJO NATION COUNCIL – Third Year 2005**

**Legislation No. 0500-05
Sponsored by Honorable Lavern Wagner, Council Delegate**

AN ACTION

**RELATING TO RESOURCES AND FINANCE, AMENDING RESOLUTION BFS-120-89
BY ESTABLISHING THE DIVISION OF NATURAL RESOURCES, PARKS AND
RECREATION DEPARTMENT, PARKS AND RECREATION ENTERPRISE FUND,
AND APPROVING ITS FUND MANAGEMENT PLAN.**

BE IT ENACTED:

1. The Budget and Finance Committee hereby amends its Resolution BFS-120-89 by establishing the Division of Natural Resources, Parks and Recreation Department, Parks and Recreation Enterprise Fund.
2. The Budget and Finance Committee hereby approves the Division of Natural Resources, Parks and Recreation Department, Parks and Recreation Enterprise Fund, Fund Management Plan, attached hereto as Exhibit A.
3. The Division of Natural Resources, Parks and Recreation Department is hereby directed to submit to the Resource Committee and the Budget and Finance Committee for recommendation to the Navajo Nation Council the annual budget for the Division of Natural Resources, Parks and Recreation Department, Parks and Recreation Enterprise Fund, in accord with the Budget Instructions and Policies Manual for each Navajo Nation fiscal year.
4. The Controller of the Navajo Nation shall establish an account for the Division of Natural Resources, Parks and Recreation Department, Parks and Recreation Enterprise Fund and manage the account in accord with the Division of Natural Resources, Parks and Recreation Department, Parks and Recreation Enterprise Fund, Fund Management Plan, attached hereto as Exhibit A, and the eligibility criteria for the expenditure of revenues generated by programs and departments, as set forth in Resolution BFN-187-03.

RI N

CERTIFICATION

I hereby certify that the foregoing legislation was duly considered by the Budget and Finance Committee of the Navajo Nation Council at a duly called meeting at Window Rock, Navajo Nation (Arizona), at which a quorum was present and that the same was passed by a vote of 06 in favor and 00 opposed, this 16th day of August, 2005.


Honorable Bennie Shelly, Chairperson
Budget and Finance Committee

Motion: Ernest Hubbell
Second: Jerry Bodie

Legislation No. 0500-05

**Navajo Parks and Recreation
Enterprise Fund Management Plan
Navajo Parks and Recreation Department**

I. Establishment

There is hereby established the Parks and Recreation Enterprise Fund, Account Number 915001, for use by the Navajo Parks and Recreation Department within the Division of Natural Resources.

II. Purpose and Objectives

The Navajo Parks and Recreation Enterprise Fund shall be used to facilitate the administration, operation and maintenance of, improvement of, protection and management of tribal parks, monuments and recreational areas, sports centers/facilities, and other special events, including the annual productions relating to the Navajo Nation Fair activities, under the responsibility of the Navajo Parks and Recreation Department pursuant to its approved Plan of Operation.

III. Legislative Oversight and Authority

A. Resources Committee of the Navajo Nation Council

Pursuant to Title Two, Section 693 part (10) the Resources Committee of the Navajo Nation Council is to oversee all activities within the tribal parks, monuments, and recreational areas.

B. Budget and Finance Committee of the Navajo Nation Council

Pursuant to Title Two, Section 372, part (1), the Budget and Finance Committee of the Navajo Nation Council is to coordinate, oversee and regulate the fiscal, financial, investment, contracting and audit policies of the Navajo Nation.

IV. Administration

A. Navajo Parks and Recreation Department, Division of Natural Resources

The Department Manager, Navajo Parks and Recreation Department, Division of Natural Resources, in manner prescribed by Navajo Nation policy, procedure, law, rule and regulation, shall (1) collect all fees described as sources of revenues; (2) prepare an annual budget and expenditure plan for review and approval by the appropriate offices and authorities; (3) prepare specific daily operations procedures for each park, recreation area, monument or facility with specific performance objectives;

(4) prepare as needed capital improvement plans for review and approval by the appropriate offices and authorities; and (5) procure required goods and services through normal procurement and contracting processes and procedures in order to carryout the Section II above.

B. Office of the Controller and Office of Management and Budget

The Accounting Manager(s), Office of the Controller and Office of Management and Budget, in a manner prescribed by Navajo Nation policy, procedure, law, rule and regulation, shall (1) Establish an Enterprise Fund Account for the collection of all fees, rentals, receipts, and revenues described as sources of revenues within Section V below; (2) Review and regulate Expenditures from such established Enterprise Fund Account to insure compliance with existing Navajo Nation policy, procedure, law, rule, or regulations regarding this account; and (3) Maintain an accurate accounting of all transactions in the manner prescribed in Section VII below.

V. Sources of Revenue and Capital Formulation

A. The following sources of revenue and Capital are to be deposited in the Navajo Parks and Recreation Enterprise Account. (1) Entrance Fees to any of the Navajo Tribal Parks; (2) Camping Fees collected for the use of authorized Navajo Nation campsite; (3) Permit Fees collected for back country use; (4) Permit Fees collected from tour operators; (5) Permit Fees or rental collected from the placement of signs and billboards within the Navajo Nation; (6) Permit Fees from vendors located within the Navajo Tribal Parks and Campgrounds; (7) Fees of Rental collected from the use of Navajo Parks and Recreation Department property and equipment; (8) Fees and Revenues generated from the Window Rock Sports Center and other recreational areas; (9) Fees and Revenues generated from parks and recreation facility rentals; (10) Contributions and Donations received from private entities/organizations/companies and other sources; (11) Sales of Tribal goods, materials, and services from within the Tribal Parks, campgrounds or other authorized locations (i.e., Bowl Canyon Recreation Areas, Zoological and Botanical Parks, and Navajo Nation Fairgrounds); (12) Fees and Rentals from Park Commissioners; (13) Permit Fees collected from Filming Activities within the tribal parks; (14) Grants, loans and other funds from state, local federal and private sources; (15) Fines and penalties assessed for violation of established tribal park regulations and rules; and (16) Any other source approved by the Budget and Finance Committee of the Navajo Nation Council or the Navajo Nation Council for deposit into the Parks and Recreation Enterprise Account.

B. Fee, rental or other rate schedules shall be established by the Department Manager, Navajo Parks and Recreation Department, upon consultation

with the Executive Director, Division of Natural Resources. Special event fees or charges for use of facilities or equipment shall be determined and set on a case by case basis by the Department Manager, taking into account prevalent prices or charges for such off-reservation.

- C. No fees, rental or other charges shall be waived for any purpose.
- D. All fees, rental or other charges shall be on a cash basis; no credit or in-kind trades shall be allowed.
- E. The initial fund balance shall be the current balance of the existing Navajo Parks and Recreation Enterprise Fund, Account Number 915001, as of the date of approval of this Enterprise Fund Management Plan.

VI. Annual Budget/Expenditure Plan

- A. An annual Budget and Expenditure Plan pertaining to the use of the Parks and Recreation Enterprise Fund shall be prepared for review and approval by the Resources Committee of the Navajo Nation Council. This plan then shall be incorporated into the regular Annual Navajo Nation Budget for review and approval by the Budget and Finance Committee of the Navajo Nation Council and the Navajo Nation Council.
- B. The plan shall include detailed projections of revenues for the upcoming fiscal period and detailed line item expenditures planned for the same fiscal period.
- C. Any change in projected revenues or planned expenditures shall be processed as a budget modification and processed through normal Navajo Nation budget policy and procedures for review and approval of such modifications.

VII. Accounting, Expenditure Control and Cash

- A. All books of account for the Navajo Parks and Recreation Enterprise Fund shall be maintained by the Office of the Controller and Office of Management and Budget in accordance with generally accepted accounting principles and Tribal Accounting policies and procedures. The Department Manager, Navajo Parks and Recreation Department, Division of Natural Resources shall receive a monthly report detailing revenues received, expenditures, and open commitments.
- B. All receipts shall be deposited in appropriate depository accounts on a daily basis if practical, and in no case shall the deposit be delayed past the close of business the day following the receipt. Field cash receipts or other equivalent records shall be issued for any fees, rental or sales.

exceeding twenty dollars (\$20.00) and to any customer who requests such, regardless of amount. Individual fees, rentals or sales less than twenty dollars (\$20.00) shall be receipted in total, at the close of each business day.

- C. All Expenditures must be for the purpose cited and may include administrative or operating costs, and capital improvement.
- D. All expenditures shall be made by Navajo Nation Check and processed through normal Navajo Nation policy and procedures.
- E. All expenditures representing payment of wages and salaries shall be made through the Navajo Nation Payroll system with appropriate deductions and withdrawals being made.
- F. The Department Manager, Navajo Parks and Recreation Department, Division of Natural Resources is authorized to maintain one or more beginning cash accounts in an amount not to exceed two hundred dollars (\$200.00) each of the purpose of making change. Each such beginning cash account shall be reconciled with receipts at the close of business each day. Should such reconciliation show a cash overage or shortage of more than ten dollars (\$10.00), such shall be reported to the Department Manager for evaluation and/or investigation. Should additional cash be needed to replenish the cash account, the Department Manager shall prepare an appropriate request to the Financial Service Department, with accompanying accounting reports. The Department Manager shall maintain and require that all involved employees comply with written policies regarding the management of all cash.
- G. No expenditure shall be authorized unless such has been approved in the annual Navajo Nation Budget.
- H. No expenditures shall be used for any illegal or unethical purposes, or for the purpose of making political contributions to any candidate.

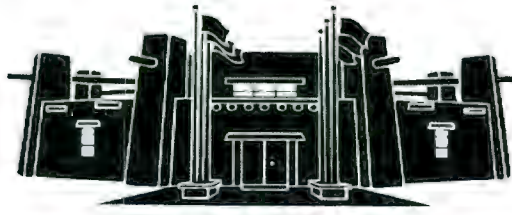
VIII. Audits and Reports

- A. The books of account for the Navajo Parks and Recreation Enterprise Fund shall be subject to periodic audit in conjunction with the Regular Navajo Nation Audit performed on all of financial records of the Navajo Nation.
- B. The Department Manager, Navajo Parks and Recreation Department, Division of Natural Resources, shall make periodic written reports to the Resources Committee of the Navajo Nation Council on the status of the

Fund. Further, any single expenditure in excess of \$10,000 must be detailed and explained separately.

IX. | AMENDMENTS

This Enterprise Fund Management Plan may be amended from time to time by the Budget and Finance Committee of the Navajo Nation Council upon recommendation of the Resources Committee of the Navajo Nation Council.



MEMORANDUM

TO: Honorable Edmund Yazzie
23rd Navajo Nation Council

FROM: Kristen Lowell
Kristen Lowell, Principal Attorney
Office of Legislative Counsel

DATE: August 20, 2018

SUBJECT: **AN ACTION RELATING TO THE RESOURCES AND DEVELOPMENT COMMITTEE AND THE BUDGET AND FINANCE COMMITTEE; APPROVING A BUDGET MODIFICATION OF \$1,100,000 IN BUSINESS UNIT 915011 (NAVAJO NATION FAIR FUND)**

As requested, I have prepared the above-referenced proposed resolution and associated legislative summary sheet pursuant to your request for legislative drafting. Based on existing law and review of documents submitted, the resolution as drafted is legally sufficient. As with any action of government however, it can be subject to review by the courts in the event of proper challenge.

Please ensure that this particular resolution request is precisely what you want. You are encouraged to review the proposed resolution to ensure that it is drafted to your satisfaction.

The Office of Legislative Counsel confirms the appropriate standing committee(s) based on the standing committees powers outlined in 2 N.N.C. §§301, 401, 501, 601 and 701. Nevertheless, "the Speaker of the Navajo Nation Council shall introduce [the proposed resolution] into the legislative process by assigning it to the respective oversight committee(s) of the Navajo Nation Council having authority over the matters for proper consideration." 2 N.N.C. §164(A)(5).

If the proposed resolution is unacceptable to you, please contact me at the Office of Legislative Counsel and advise me of the changes you would like made to the proposed resolution.

THE NAVAJO NATION
LEGISLATIVE BRANCH
INTERNET PUBLIC REVIEW PUBLICATION



LEGISLATION NO: _0284-18_

SPONSOR: Edmund Yazzie

TITLE: An Action Relating To The Resources And Development And The Budget And Finance Committee; Approving A Budget Modification Of \$1,100,000 In Business Unit 915011 (Navajo Nation Fair Fund)

Date posted: August 22, 2018 at 1:42 PM

Digital comments may be e-mailed to comments@navajo-nsn.gov

Written comments may be mailed to:

**Executive Director
Office of Legislative Services
P.O. Box 3390
Window Rock, AZ 86515
(928) 871-7586**

Comments may be made in the form of chapter resolutions, letters, position papers, etc. Please include your name, position title, address for written comments; a valid e-mail address is required. Anonymous comments will not be included in the Legislation packet.

Please note: This digital copy is being provided for the benefit of the Navajo Nation chapters and public use. Any political use is prohibited. All written comments received become the property of the Navajo Nation and will be forwarded to the assigned Navajo Nation Council standing committee(s) and/or the Navajo Nation Council for review. Any tampering with public records are punishable by Navajo Nation law pursuant to 17 N.N.C. §374 *et. seq.*

**THE NAVAJO NATION
LEGISLATIVE BRANCH
INTERNET PUBLIC REVIEW SUMMARY**

LEGISLATION NO.: 0284-18

SPONSOR: Honorable Edmund Yazzie

TITLE: An Action Relating To The Resources And Development And The Budget And Finance Committee; Approving A Budget Modification Of \$1,100,000 In Business Unit 915011 (Navajo Nation Fair Fund)

Posted: August 22, 2018 at 1:42 PM

5 DAY Comment Period Ended: August 27, 2018

Digital Comments received:

Comments Supporting	<i>None</i>
Comments Opposing	<i>None</i>
Inconclusive Comments	<i>None</i>



**Legislative Secretary II
Office of Legislative Services**

8/28/2018 8:38 am

Date/Time

**RESOURCES AND DEVELOPMENT COMMITTEE
23rd NAVAJO NATION COUNCIL**

FOURTH YEAR 2018

COMMITTEE REPORT

Mr. Speaker,

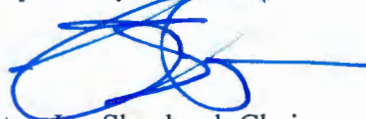
The **RESOURCES AND DEVELOPMENT COMMITTEE** to whom has been assigned:

Legislation # 0284-18: An Action Relating to the Resources and Development Committee and the Budget and Finance Committee; Approving a Budget Modification of \$1,100,000 in Business Unit 915011 (Navajo Nation Fair Fund)
Sponsor: Honorable Edmund Yazzie;

Has had it under consideration and reports a **DO PASS** with no amendments;

And thereafter referred the legislation to Budget and Finance Committee.

Respectfully submitted,



Alton Joe Shepherd, Chairperson
Resource and Development Committee of
the 23rd Navajo Nation Council

Date: September 5, 2018

Meeting Location: Navajo Nation Council Chambers, Window Rock, Arizona

Main Motion: Benjamin Bennett S: Leonard Pete V: 3-1-1 (CNV)

YEAS: Benjamin Bennett, Leonard Pete and Walter Phelps

NAYS: Jonathan Perry

EXCUSED: Davis Filfred

RESOURCES AND DEVELOPMENT COMMITTEE

Special Meeting

August 30, 2018

ROLL CALL

VOTE TALLY SHEET:

Legislation # 0284-18: An Action Relating to the Resources and Development Committee and the Budget and Finance Committee; Approving a Budget Modification of \$1,100,000 in Business Unit 915011 (Navajo Nation Fair Fund) Sponsor: Honorable Edmund Yazzie

Main Motion: Benjamin Bennett Second: Leonard Pete Vote: 3-1-1 (CNV)

YEAS: Benjamin Bennett, Leonard Pete, and Walter Phelps

NAYS: Jonathan Perry

EXCUSED: Davis Filfred



Alton Joe Shepherd, Chairperson
Resources and Development Committee



Shammie Begay, Legislative Advisor
Resources and Development Committee