

RESOLUTION OF THE
RESOURCES AND DEVELOPMENT COMMITTEE
24th Navajo Nation Council --- First Year, 2019

AN ACTION

RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE; APPROVING A
BUDGET REALLOCATION IN THE TOTAL AMOUNT OF \$10,241.00 WITHIN THE
DIVISION OF ECONOMIC DEVELOPMENT

BE IT ENACTED:

SECTION ONE. AUTHORITY

- A. The Resources and Development Committee is the oversight committee of the Division of Economic Development. 2 N.N.C. § 501 (C)(1). The Real Estate Department is a department within the Division of Human Resources.
- B. The Budget Instruction Manual defines a budget reallocation as "the reallocation of funds between business units which requires oversight approval." Navajo Nation Budget Instruction Manual, FY 2019 XIII.C.b.
- C. Additionally, OMB has noted in its memo dated May 17, 2019, when "any budget transfer request within the same program and/or business unit which significantly affects or changes the original intent of the appropriation and/or budget, including payment of prior year cost of \$1000 or above, be submitted for approval as a reallocation of funds by the program's respective oversight committee of the Navajo Nation Council, pursuant to 2 N.N.C. § 185 (A)." OMB memo May 17, 2019 quoting FY 2014 Budget Instruction and Policies Manual, II.A.8.
- D. A standing committee may reallocate funds appropriated by the Navajo Nation Council to a division or program over which the committee has oversight. 2 N.N.C. § 185(A).
- E. A reallocation of funds must be approved "by two-thirds (2/3) vote of the full membership of the committee, board or commission." 2 N.N.C. § 185 (A).

SECTION TWO. FINDINGS

- A. The Division of Economic Development, Real Estate Department has requested a budget reallocation of 10,241.00 as indicated in the Budget Revision Request Form included in **Exhibit A**.
- B. This reallocation is requested because due to an outstanding invoice from Fiscal Year 2018.
- C. The Executive Official Review documents are in **Exhibit A** and have been marked sufficient by the Office of the Controller, Office of Management and Budget and the Department of Justice.

SECTION THREE. APPROVAL OF REALLOCATION

The Navajo Nation hereby approves a budget reallocation in the total amount of \$10,241.00 as indicated in **Exhibit A**.

CERTIFICATION

I, hereby, certify that the following resolution was duly considered by the Resources and Development Committee of the 24th Navajo Nation Council at a duly called meeting at the Navajo Division of Transportation Administrative Complex, Tse Bonito, Navajo Nation (New Mexico), at which a quorum was present and that same was passed by a vote of 3 in favor, and 0 opposed, on this 31st day of July 2019.



Rickie Nez, Chairperson
Resources and Development Committee
of the 24th Navajo Nation Council

Motion: Honorable Thomas Walker, Jr.
Second: Honorable Wilson C. Stewart, Jr.

Chairperson Rickie Nez not voting.

SECTION 164 REVIEW FORMTitle of Document: FY'18 Expense - The PC Place IIContact Name: AGUIRProgram/Division: DIV. OF ECONOMIC DEVELOPMENTEmail: baguirre@navajo-nsn.govPhone Number: 928.871.6558Division Director Approval for 164A: 

Check document category; only submit to category reviewers. Each reviewer has a maximum 7 working days, except Business Regulatory Department which has 2 days, to review and determine whether the document(s) are sufficient or insufficient. If deemed insufficient, a memorandum explaining the insufficiency of the document(s) is required.

Section 164(A) Final approval rests with Legislative Standing Committee(s) or Council

<input type="checkbox"/>	Statement of Policy or Positive Law:		Sufficient	Insufficient
	1. OAG: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	IGA, Budget Resolutions, Budget Reallocations or amendments: (OMB and Controller sign ONLY if document expends or receives funds)			
	1. OMB: <u>ABayal - see memo</u>	Date: <u>5-17-19</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	2. OOC: <u>J. Rob. Cu</u>	Date: <u>5-22-19</u>	<input type="checkbox"/>	<input type="checkbox"/>
	3. OAG: <u>Jana C. Kerner</u>	Date: <u>6-24-19</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Section 164(B) Final approval rests with the President of the Navajo Nation

<input type="checkbox"/>	Grant/Funding Agreement or amendment:			
	1. Division: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. OMB: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	3. OOC: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	4. OAG: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Subcontract/Contract expending or receiving funds or amendment:			
	1. Division: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. BRD: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	3. OMB: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	4. OOC: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	5. OAG: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	Letter of Assurance/M.O.A./M.O.U./Other agreement not expending funds or amendment:			
	1. Division: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. OAG: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	M.O.A. or Letter of Assurance expending or receiving funds or amendment:			
	1. Division: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. OMB: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	3. OOC: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	4. OAG: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>



Received

MAY 14 2019

Office of Management & Budget
Navajo Nation, Window Rock, Arizona





NAVAJO NATION DEPARTMENT OF JUSTICE

DOCUMENT REVIEW REQUEST FORM



DOJ	
6-12-19 @ 1031	DATE / TIME
<input checked="" type="checkbox"/> 7 Day Deadline	
DOC # 012511	
SAS #:	
UNIT: ECDW	

☐ RESUBMITTAL

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

CLIENT TO COMPLETE			
DATE OF REQUEST: 6/12/19	ENTITY/DIVISION: Economic DV/pmt.		
CONTACT NAME: Gene Martinez	DEPARTMENT: Real Estate		
PHONE NUMBER: 928-871-6558	E-MAIL: genemartinez.red@hotmail.com		
TITLE OF DOCUMENT: Budget Revision Request - Doc. # 12511			
DOJ SECRETARY TO COMPLETE			
DATE/TIME IN UNIT: JUN 12 2019 12pm	REVIEWING ATTORNEY/ADVOCATE: Katherine Belzowski		
DATE/TIME OUT OF UNIT:			
DOJ ATTORNEY / ADVOCATE COMMENTS			
Received confirmation from Program on accounts fund are being transferred from. No fund management plans exist for these accounts per Program: OGC.			
REVIEWED BY: (PRINT) Katherine Belzowski	DATE / TIME 6/24/19 4:20pm	SURNAMED BY: (PRINT) Jana C Werner	DATE / TIME 6-24-19 4:20pm
DOJ Secretary Called: Gene Martinez		for Document Pick Up JUN 24 2019 at 4:25pm By: ah	
PICKED UP BY: (PRINT)		DATE / TIME:	

NNDJ/DRRF-July 2013





THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE PRESIDENT

May 06, 2019

MEMORANDUM

TO : EXECUTIVE OFFICIAL REVIEWERS

FROM : 
Bertha Aguirre, Department Manager
Real Estate Department
Division of Economic Development

SUBJECT: Budget Revision Request

Real Estate Department (RED) would like to pay an outstanding invoice from Fiscal Year 2018. In order to pay the invoice, RED has to transfer funds internally into the 4200 Non Capital Assets account. The amount of the outstanding invoice is \$14,240. However, RED only needs to transfer \$10,241 because there is already \$7,000 in the Non Capital Assets account.

Furthermore, since RED is striving to utilize the current Fiscal Year 2019 budget to pay a Fiscal Year 2018 invoice, the Office of Management and Budget informed RED that this action requires the approval of the Resource and Development Committee of the Navajo Nation Council (*FY 2014 Budget Instructions and Policies Manual, Section II, Policy Directive #8*).

Therefore, RED is initiating this Executive Official Review with the intention of requesting the support and approval of the Resource and Development Committee to utilize Fiscal Year 2019 funds to pay a Fiscal Year 2018 invoice.

Your support and approval of RED's intentions will be appreciated. If you need additional information, please call our office at 871-6558. Thank you.

THE NAVAJO NATION

JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT



MEMORANDUM

TO : Executive Order 164 Process Reviewers

FROM : Lisa Jymm
Lisa Jymm, Principal Budget Analyst
Office of Management & Budget

DATE : May 17, 2019

SUBJECT : OMB Review of 164 Document #12511: A budget revision request from Real Estate Department within the Division of Economic Development to pay for FY 2018 expenses using FY 2019 funds in the amount of \$10,241.00.

The Office of Management and Budget (OMB) reviewed above documents according to 12 N.N.C. § 820 (M) and the following are noted:

1. FY 2014 Budget Instructions and Policies Manual, Section II, Budget Policy Directive #8 states: "OMB shall direct programs that any budget transfer request within the same program and/or business unit which significantly affects or changes the original intent of the appropriation and/or budget, including payments of prior year costs of \$1,000 or above, be submitted for approval as a reallocation of funds by the program's respective oversight committee of the Navajo Nation Council pursuant to 2 N.N.C. § 185 (A). In addition, payment for and any related budget revision for any disallowed cost as a result of audit findings must be approved by the respective oversight committee before payment is made." For the Division of Economic Development, this would be Resources and Development Committee.
2. This budget policy directive is continued and extended by the FY 2019 Budget Instructions Manual.
3. OMB requests a copy of the proposed legislation and the budget revision request be submitted for review.

If you have any questions, please contact Lisa Jymm at (928) 871-6230.

CONCURRENCE:

Dominic Beyal
Dominic Beyal, Executive Director
Office of Management and Budget

xc: OMB File



**THE NAVAJO NATION
OFFICE OF MANAGEMENT AND BUDGET
BUDGET REVISION REQUEST**

(For Use on NN Funds and External Grant Budgets)

Bertha Aguirre, Department Manager

baguirre88@yahoo.com

Received**APR - 3 2019**Office of Management & Budget
Navajo Nation
3/28/2019

REQUESTED BY (PRINTED NAME & TITLE)

EMAIL ADDRESS

DATE

110015

Real Estate Department

928-871-6558

BUSINESS UNIT NO.

PROGRAM / DEPARTMENT TITLE

PHONE NO.

10/01/2018 - 9/30/2019

TITLE OF EXTERNAL CONTRACT / GRANT

FUNDING PERIOD - START/ END DATE

FUNDS AVAILABLE (OMB USE ONLY)	LOD	FROM OBJECT CODE & DESCRIPTION OF CODE	AMOUNT	LOD	TO OBJECT CODE & DESCRIPTION OF CODE	AMOUNT	
18,003 ²⁵	6	3110 Fleet	4,000	6	4200 Non Capital Assets	10,241	
6,359 ⁻	6	3230 Personal Travel	150				
11,063 ²⁵	6	4410 Operating Supplies	3,200				
2,007 ⁻	6	7110 Programs	1,401				
2,550 ⁻	6	7510 Training & Professional Dues	1,490				
TOTAL			10,241	TOTAL			10,241

JUSTIFICATION FOR BUDGET REVISION (Must be detailed and complete): Explain why the revision is required and, if necessary, provide calculations to show budget is sufficient to the end of the funding period.

Real Estate Department needs to pay an outstanding invoice from Fiscal Year 2018. Attached are copies of the invoice from PC PLACE 2 and Navajo Nation Purchase Order 369385 OP. The Purchase Order was closed at the end of Fiscal Year 2018 before RED was able to complete the payment. There is already \$7,000 in the Non Capital Assets budget line item (4200). Therefore, RED just need to transfer \$10,241 into that same line item to bring the total amount to \$17,241. From there we will be able to pay the outstanding invoice.

Note: Per FY2014 BIPM, II, Policy Directive #8, this requires EOC approval. Return to prog.
IMPACT ON PROGRAM PERFORMANCE CRITERIA SET IN BUDGET FORM 2: Describe change in funding's (object code) affect on performance criteria, if any.
We are six (6) months into Fiscal Year 2019. This budget transfer will have no impact on Program Performance Criteria.

Bertha Aguirre, Department Manager

DEPARTMENT/PROGRAM DIRECTOR (PRINTED)

APPROVAL SIGNATURE

JT Willie, Division Director

BRANCH/DIVISION DIRECTOR (PRINTED)

CONCURRENCE SIGNATURE

Do not attach original supporting documents such as PAFs, POs, Invoices, etc.

**THE NAVAJO NATION**PO Box 9000
Window Rock, AZ 86515**INVOICE TO:**Accounts Payable Section
PO Box 1660
Window Rock, AZ 86515**PURCHASE ORDER**Order Number 369385 OP
Date 08/31/2018
Branch/Plant 110015
Page 1 / 3

APR - 3 2019

Office of Management & Budget
The Navajo Nation, Window Rock, ArizonaV
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RPC PLACE II INC, THE
9324 MENDAL BLVD NE
ALBUQUERQUE NM 87112S
H
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P
T
ODED/REAL ESTATE DEPARTMENT
KARIGAN PROFESSIONAL OFC
COMPLEX, W HWY 264, 100 TAYLOR RD
ST. MICHAELS AZ 86511Contact
Person:

Phone: (928) 871-6317

Fax: (928) 871-6317

Requisition Number

Date Requested	08/31/2018	Terms	Net 30 Days
Date Ordered	08/31/2018	Freight	
Order Taken By	LETSITTY	Delivery Instructions	
Phone:	(928) 871-6317	Fax:	(928) 871-6317

Line	Rev	Item #	Description/ Description 2	Quantity Ordered	PU UM	Account Number	Unit Price	Extended Price
1.000	140		MPDY2LL/A APPLE 10.5 INCH IPAD PRO,WI FI,256GB,SPACE GR	1	EA	110015.4230	895.00	895.00
2.000	140		MK0C2AM/A APPLE PENCIL FOR IPAD PRO	1	EA	110015.4230	125.00	125.00
3.000	140		Z0UV-MQ423-BH APPLE 13 INCH MACBOOK AIR	1	EA	110015.4230	1,699.00	1,699.00
4.000	140		D3L09A#BGJ HP COLOR LASERJET ENTERPRISE M750DN	1	EA	110015.4210	2,765.00	2,765.00
5.000	140		CE270A HP 650A BLACK CARTRIDGE	1	EA	110015.4420	215.00	215.00
6.000	140		CE272A HP 650A CYAN CARTRIDGE	1	EA	110015.4420	345.00	345.00
7.000	140		CE273A HP 650A YELLOW CARTRIDG	1	EA	110015.4420	345.00	345.00
8.000	140		CE273A HP 650A MAGENTA CARTRIDGE	1	EA	110015.4420	345.00	345.00

Terms and conditions on reverse side are an integral part of this Purchase Order.

**THE NAVAJO NATION**

PO Box 9000
Window Rock, AZ 86515

PURCHASE ORDER

Order Number	369385 OP
Date	08/31/2018
Branch/Plant	110015
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Line	Rev	Item #	Description/ Description 2	Quantity Ordered	PU UM	Account Number	Unit Price	Extended Price
9.000	140		#0591C005 CANON EOS REBEL T6I DIGITAL SLR WITH EF S 18	2	EA	110015.4210	1,199.00	2,398.00
10.000	140		SDSDXXG 256G ANCIN SANDISK 256B EXTREME PRO UHS 1 SD	2	EA	110015.4440	155.00	310.00
11.000	140		FQC 10069 MICROSOFT WINDOWS 10PRO CREATORS UPDATE 32 OR 6	1	EA	110015.4440	250.00	250.00
12.000	140		FQC 08930 MICROSOFT WINDOWS 10PRO 64 BIT OEM DVD	7	EA	110015.4440	169.00	1,183.00
13.000	140		SDCZ430 128G A46 SANDISK 128GB ULTRA FIT USB 3.1 FLASH DRI	10	EA	110015.4440	45.00	450.00
14.000	140		UM.CX0AA.001 ACER XZ350CU BLACK 35*21-9 ULTRA WIDE CURVE	7	EA	110015.4230	525.00	3,675.00
15.000	140		T-LBK460-HSB-R TOPAZ SIGLITE LCD 1X5 T LBK460 SERIES HIDUSB	8	EA	110015.4230	280.00	2,240.00

QUOTE#080218-3

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CONTACT PERSON: BERTHA AQUIRRE(928)871-6558

**THE NAVAJO NATION**

PO Box 9000
Window Rock, AZ 86515

PURCHASE ORDER

Order Number	369385 OP
Date	08/31/2018
Branch/Plant	110015
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Line	Rev	Item #	Description/ Description 2	Quantity Ordered	PU UM	Account Number	Unit Price	Extended Price
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Tax Rate:6.000

Total Order: \$17,240.00 USD

Date

8/31/18

Buyer's Signature

THE NAVAJO NATION

JONATHAN NEZ | PRESIDENT

MYRON LIZER | VICE PRESIDENT



MEMORANDUM

TO : ALL CONCERNED

FROM : 
JT Willie, Division Director
Division of Economic Development

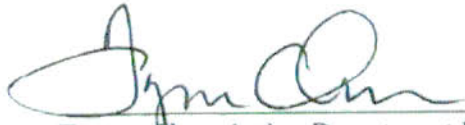
DATE : March 29, 2019

SUBJECT : **Delegation of Authority**

Mr. Tyrone Chee, Acting Department Manager, Support Services Department is hereby delegated the authority of the Division Director of Division of Economic Development, from 8:00 a.m., Monday, April 01, 2019 to 5:00 p.m., Wednesday, April 03, 2019. Mr. Chee will be responsible for the routine operation of the Division of Economic Development.

Your understanding and adherence to this memo hereby expected and appreciated.

ACKNOWLEDGMENT



Tyrone Chee, Acting Department Manager
Support Services Department/DED

RESOURCES AND DEVELOPMENT COMMITTEE
24th Navajo Nation Council
Regular Meeting

ROLL CALL
VOTE TALLY SHEET:

Legislation # 0202-19: An Action Relating to Resources and Development Committee; Approving a Budget Reallocation In The Total Amount of \$10,241.00 Within the Division of Economic Development *Sponsor: Honorable Herman M. Daniels.*

Date: July 31, 2019

Meeting Location: NDOT Administrative Complex, Tse Bonito, NM

MAIN MOTION:

M: Thomas Walker, Jr. S: Wilson C. Stewart, Jr. Vote: 3-0-1 (CNV)

Yeas: Wilson C. Stewart, Jr., Thomas Walker, Jr., and Herman M. Daniels

Nays: None

Excused: Kee Allen Begay, Jr. and Mark A. Freeland

AMENDMENT # 1:

M: Thomas Walker, Jr. S: Wilson C. Stewart, Jr. Vote: 3-0-1 (CNV)

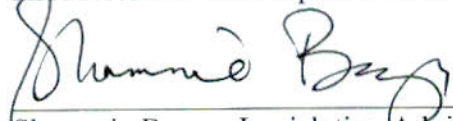
Yeas: Wilson C. Stewart, Jr., Thomas Walker, Jr., and Herman M. Daniels

Nays: None

Excused: Kee Allen Begay, Jr. and Mark A. Freeland



Honorable Rickie Nez, Presiding Chairman
Resources and Development Committee



Shammie Begay, Legislative Advisor
Office of Legislative Services