

RESOLUTION OF THE
NAVAJO NATION COUNCIL

23RD NAVAJO NATION COUNCIL -- Second Year, 2016

AN ACTION

RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE, THE BUDGET AND FINANCE COMMITTEE, AND THE NAVAJO NATION COUNCIL; APPROVING THE NAVAJO NATION PARKS AND RECREATION ENTERPRISE FUND BALANCE FOR ACCOUNT NUMBER 915001 IN THE AMOUNT OF \$3,298,144.00

BE IT ENACTED:

Section One. Findings

- A. The Navajo Nation Parks and Recreation Enterprise Fund was established pursuant to BFAU-41-05 to "facilitate the administration, operation and maintenance of, improvement of, protection and management of tribal parks, monuments and recreational areas, sports center/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 Plan of Operation." BFAU-41-05 and its Exhibit A, Navajo Parks and Recreation Enterprise Fund Management Plan are attached as EXHIBIT 4.
- B. The Resources and Development Committee and the Budget and Finance Committee were designated the legislative oversight committees for the Parks and Recreation Enterprise Fund. BFAU-41-05, Exhibit A, Navajo Parks and Recreation Enterprise Fund Management Plan, Section III.
- C. Pursuant to the Navajo Parks and Recreation Fund Management Plan, "[a]n 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 in to 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." BFAU-41-05, Exhibit A, Navajo Parks and Recreation Enterprise Fund Management Plan, Section VI (A).

- D. The Navajo Parks and Recreation Department Manager requests funding from the Fund for four projects. First, Lake Powell Tribal Park where the funds will be used for construction and renovation of the Administration/Visitor Center. Second, the Tseyi Diné Heritage Area where the funds will be used for the purchase of ten cabins to generate revenue. Third, the Four Corners Monument where the funds will be used to complete a right-of-way National Environmental Protection (NEPA) study and for a powerline extension for the park area. Fourth, the Little Colorado River Gorge where the funds will be used to complete the access road for Shadow Mountain, costs of architectural services for Shadow Mountain and to develop Hell Hole Bend to generate revenue. The budget for these projects is \$3,298,144.00. The budget documents are attached as EXHIBIT 1.
- E. Pursuant to the September 22, 2015 memorandum from the Office of the Controller, attached hereto as EXHIBIT 2, there are sufficient funds in the Navajo Nation Parks and Recreation Fund to provide for the requested allocation.
- F. The Office of Management and Budget has reviewed the request. Attached as EXHIBIT 3 is the October 15, 2015 memorandum from the Office of Management and Budget.

Section Two. Approval

The Navajo Nation hereby approves the Navajo Nation Parks and Recreation Department Proprietary Fund Account Number 915001 fund balance as \$3,298,144.00, in accord with the budget documents, attached hereto as EXHIBIT 1.

Section Three. Directive to the Office of Management and Budget

The Office of Management and Budget is directed to include this allocation in the Fiscal Year 2016 Executive Branch Proprietary Funds listing.

CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Navajo Nation Council at a duly called meeting in Window Rock, Navajo Nation (Arizona) at which a quorum was present and that the same was passed by a vote of 17 in favor and 4 opposed, this 27th day of January 2016.



LoRenzo Bates, Speaker
Navajo Nation Council

2-3-2016

Date

Motion: Honorable Jonathan L. Hale
Second: Honorable Lee Jack, Sr.

THE NAVAJO NATION PROJECT BUDGET SUMMARY



PART I. Business Unit No.: New Project Title: NPRD - Lake Powell Tribal Park Visitor Center
 Division/Branch: Division of Natural Resources Chapter: LeChee Agency: Tuba City
 Prepared By: Lynda B. French Phone No.: 928.871.6645

PART II. Check one: ☒ Original ☐ Revision ☐ Reallocation ☐ Modification

Project Funds/Source(s)	Appropriation End Date	Amount	% of Total
Navajo Parks and Recreation Department Fund Balance	1/01/2016	\$ 1,381,144.00	100%
TOTAL:		\$ 1,381,144.00	

PART III. Budget at LOD 4	Amount
6000 Repair & Maintenance	\$ 20,000.00
6500 Constructual Services	\$ 167,000.00
9000 Capital Outlay	\$ 1,194,144.00
TOTAL	\$ 1,381,144.00

PART IV. Project Information

Project Type: Construction

Planned Start Date: February 01, 2016

Planned End Date: September 30, 2017

Project Manager: NPRD

FOR OMB USE ONLY

Resolution No.: _____


FMIS Set Up Date: _____

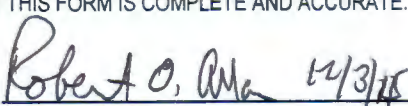
Company No.: _____

OMB Analyst: _____

PART V. ACKNOWLEDGEMENT:

I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED ON THIS FORM IS COMPLETE AND ACCURATE.


 SUBMITTED BY: Dept. Director Signature / Date


 VERIFIED BY: Div. Director Signature / Date

BUDGET FORM 2
PAGE 2 OF 3

PART I. Business Unit No.: <u>New</u>		Project Title: <u>NPRD - Lake Powell Tribal Park Visitor Center</u>																													
Project Description: <u>RENOVATION AND CONSTRUCTION: Proposed Visitor Center renovation/construction of building and property in Page, AZ</u>																															
PART II.		PART III. Use Fiscal Year (FY) quarters. Fill in the FY below.																Expected Completion Date if exceeds 8 Qtrs.													
Task List (List tasks such as Plan, Design, Construct, Equip or Furnish)		FY 2016			FY 2016			FY 2016			FY 2016			FY 2017			FY 2017			FY 2017			FY 2017			Date					
		1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.			1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.								
		O	N	D	J	F	M	A	M	J	Jul	A	S	O	N	D	J	F	M	A	M	J	Jul	A	S	O	N	D	J	F	M
Contractual Services																															
RFP/RFB																															
Architectual Services																															
Civil Engineering																															
Structural Engineering																															
Mechanical Engineering																															
Plumbing																															
Bid Review																															
Award Contracts																															
Capital Outlay																															
Construction in Progress																															

**THE NAVAJO NATION
PROJECT BUDGET AND JUSTIFICATION**

BUDGET FORM 3
Page 3 of 3

PART I. Business Unit No.: <u>New</u>				
Project Title: <u>NPRD - Lake Powell Tribal Park Visitor Center</u>				
PART II.				
(A)	(B)	(C)	(D)	(E)
Fund Source Code	Agency Code	Object Code (LOD 6)	Object Code Description (LOD 7) & Justification	Budget TOTAL
9	6	6200	6000 REPAIRS AND MAINTENANCE External Contractors 6250: Waste Disposal Disposal fee for removal of building waste material during the renovation and construction of new Visitor Center	\$ 20,000.00
9	6	6810	6500 Contractual Services Professional services for contractual obligations for specialized services for the Lake Powell Tribal Park building renovation/construction Architectural Design (Non-Cap) 6813: Fees - Architectural services for renovation/construction of the proposed Lake Powell Tribal Park Visitor Center (\$100 per hours x 1,400/hrs.) Architectural/Mechanical/Engineering/Plumbing/Structural/Civil Engineering 6814: Expenses - Estimated expenses for consultant to cover meals, lodging mileage for project @ \$4,500.00 ÷ 6 Qtrs.	\$ 140,000.00 \$ 27,000.00
9	6	9010	9000 CAPITAL OUTLAY Land Improvements 9014: Land Improvements - Clearing and grabbing of 1.32 acres design & layout for design and layout for landscaping, including drainage to reduce erosion	\$ 20,000.00
		9020	INFRASTRUCTURE 9060: Construction in Progress - Major renovation/construction of 6,000 sq. ft. building for proposed Visitor Center 9062: Contingencies - City of Page Tax @ 10%	\$ 1,040,144.00 134,000.00
PAGE TOTAL:				\$ 1,381,144.00

THE NAVAJO NATION PROJECT BUDGET SUMMARY

PART I.	Business Unit No.: <u>New</u>	Project Title: <u>NPRD Tseyi Dine' Heritage Area - Chinle Cottonwood</u>	
	Division/Branch: <u>Resources</u>	Chapter: <u>Chinle</u>	Agency: <u>Chinle</u>
	Prepared By: <u>Lynda B. French</u>	Phone No.: <u>928.871.6645</u>	

PART II.	Check one: <input checked="" type="checkbox"/> Original	Revision	Reallocation	Modification
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Project Funds/Source(s)	Appropriation End Date	Amount	% of Total
Navajo Parks and Recreation Department Fund Balance	1/01/2016	\$ 550,000.00	100%
TOTAL:		\$ 550,000.00	

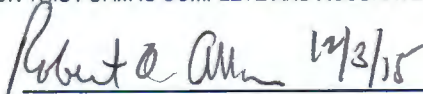
PART III. Budget at LOD 4	Amount
9000 Capital Outlay	\$ 550,000.00
TOTAL	\$ 550,000.00

PART IV. Project Information	
Project Type: <u>Construction</u>	
Planned Start Date:	<u>January 10, 2016</u>
Planned End Date:	<u>September 30, 2017</u>
Project Manager:	<u>NPRD</u>
FOR OMB USE ONLY	
Resolution No.:	
FMIS Set Up Date:	
Company No.:	
OMB Analyst:	

PART V. ACKNOWLEDGEMENT:

I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED ON THIS FORM IS COMPLETE AND ACCURATE.


SUBMITTED BY: Dept. Director Signature / Date


VERIFIED BY: Div. Director Signature / Date

BUDGET FORM 2
PAGE 2 OF 3

PART I.	Business Unit No.: New	Project Title: NPRD Tsyeh Dine' Heritage Area - Cottonwood Campground							
	Project Description: Canyon DeChelly Camp Improvement - Install Cabins to generate revenue for park, construct/install shower room for campers.								
PART II.	PART III. Use Fiscal Year (FY) quarters. Fill in the FY below.								Expected Completion Date if exceeds 8 Qtrs.
Task List (List tasks such as Plan, Design, Construct, Equip or Furnish)	FY _____	FY_2016__	FY_2016__	FY_2016__	FY_2017__	FY_2017__	FY_2017__	FY_2017__	Date
	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	O N D J F M A M J Jul A S O N D J F M A M J Jul A S O N D J F M
CONTRACTUAL SERVICES									
RFP/RFB		J F M A M							
Install 5-8 Cabins									
Construct Shower Rooms									
Land Improvements									
Bid Reviews									
Award Contract									
CAPITAL OUTLAY									
Construcion in progress									
PART IV.	\$	\$	\$	\$	\$	\$	\$	\$	TOTAL
Estimate Budget Expenditure by Quarter			50,000.00	100,000.00	400,000.00				\$550,000.00

**THE NAVAJO NATION
PROJECT BUDGET AND JUSTIFICATION**

BUDGET FORM 3
Page 3 of 3

PART I. Business Unit No.: <u>New</u>				
Project Title: <u>NPRD - Tseyi Dine' Heritage Area - Cottonwood Campground</u>				
PART II.				
(A)	(B)	(C)	(D)	(E)
Fund Source Code	Agency Code	Object Code (LOD 6)	Object Code Description (LOD 7) & Justification	Budget TOTAL
9	2		9000 CAPITAL OUTLAY	
		9010	Land Improvement	50,000
9	2		Land surface and ground work to set Cabins and shower rooms	
		9052	Building	
9	2		Building	
			Procurement of Five (5) camping Cabins to generate revenue for parks	350,000
			Procurement of two (2) Women and Men Shower rooms for campers	150,000
PAGE TOTAL:				\$550,000.00

THE NAVAJO NATION PROJECT BUDGET SUMMARY

PART I. Business Unit No.: <u>N01301</u> Division of Natural Division/Branch: <u>Resources</u> Prepared By: <u>Lynda B. French</u>		Project Title: <u>NPRD Four Corners Monument</u> Chapter: <u>Teec Nos Pos</u> Agency: <u>Shiprock</u> Phone No.: <u>928.871.6645</u>	
PART II. Check one: <input type="checkbox"/> Original <input type="checkbox"/> Revision <input type="checkbox"/> Reallocation <input checked="" type="checkbox"/> Modification			
Project Funds/Source(s)		Appropriation End Date	Amount
Navajo Parks and Recreation Department Fund Balance		1/01/2016	\$ 615,000.00
TOTAL:			\$ 615,000.00

PART III. Budget at LOD 4 <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">Budget at LOD 4</th> <th style="width: 20%;">Amount</th> </tr> <tr> <td>6500 CONTRACTUAL SERVICES</td> <td style="text-align: right;">\$ 99,489.00</td> </tr> <tr> <td>8000 ASSISTANCE</td> <td style="text-align: right;">\$ 444,633.00</td> </tr> <tr> <td>9000 CAPITAL OUTLAY</td> <td style="text-align: right;">\$ 70,878.00</td> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">\$ 615,000.00</td> </tr> </table>	Budget at LOD 4	Amount	6500 CONTRACTUAL SERVICES	\$ 99,489.00	8000 ASSISTANCE	\$ 444,633.00	9000 CAPITAL OUTLAY	\$ 70,878.00											TOTAL	\$ 615,000.00	PART IV. Project Information <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Project Type: <u>Powerline Extension</u></td> </tr> <tr> <td>Planned Start Date:</td> <td><u>February 01, 2016</u></td> </tr> <tr> <td>Planned End Date:</td> <td><u>September 30, 2017</u></td> </tr> <tr> <td>Project Manager:</td> <td><u>NPRD</u></td> </tr> <tr> <td colspan="2" style="text-align: center;">FOR OMB USE ONLY</td> </tr> <tr> <td>Resolution No.:</td> <td> </td> </tr> <tr> <td>FMIS Set Up Date:</td> <td> </td> </tr> <tr> <td>Company No.:</td> <td> </td> </tr> <tr> <td>OMB Analyst:</td> <td> </td> </tr> </table>	Project Type: <u>Powerline Extension</u>		Planned Start Date:	<u>February 01, 2016</u>	Planned End Date:	<u>September 30, 2017</u>	Project Manager:	<u>NPRD</u>	FOR OMB USE ONLY		Resolution No.:		FMIS Set Up Date:		Company No.:		OMB Analyst:	
Budget at LOD 4	Amount																																						
6500 CONTRACTUAL SERVICES	\$ 99,489.00																																						
8000 ASSISTANCE	\$ 444,633.00																																						
9000 CAPITAL OUTLAY	\$ 70,878.00																																						
TOTAL	\$ 615,000.00																																						
Project Type: <u>Powerline Extension</u>																																							
Planned Start Date:	<u>February 01, 2016</u>																																						
Planned End Date:	<u>September 30, 2017</u>																																						
Project Manager:	<u>NPRD</u>																																						
FOR OMB USE ONLY																																							
Resolution No.:																																							
FMIS Set Up Date:																																							
Company No.:																																							
OMB Analyst:																																							

PART V. ACKNOWLEDGEMENT:

I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED ON THIS FORM IS COMPLETE AND ACCURATE.

SUBMITTED BY: Dept. Director Signature / Date

VERIFIED BY: Div. Director Signature / Date

BUDGET FORM 2
PAGE 2 OF 3

PART I. Business Unit No.: <u>N01301</u>		Project Title: <u>NPRD - Four Corners Monument</u>																												
Project Description: <u>Four Corners Monument Powerline Extension and procurement of Ramadas for picnic areas</u>																														
PART II. Task List (List tasks such as Plan, Design, Construct, Equip or Furnish)	PART III. Use Fiscal Year (FY) quarters. Fill in the FY below.																Expected Completion Date if exceeds 8 Qtrs.													
	FY _2016_			FY _2016_			FY _2016_			FY _2016_			FY _2017_			FY _2017_			FY _2017_			FY _2017_								
	1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.			1st Qtr.			2nd Qtr.			3rd Qtr.			4th Qtr.			Date					
	O	N	D	J	F	M	A	M	J	Jul	A	S	O	N	D	J	F	M	A	M	J	Jul	A	S	O	N	D	J	F	M
6500	Contractual Services NEPA Compliance MOU w/NTUA																													
8509	Assistance Powerline Extension																													
9000	Capital Outlay Procurement of Ramada																													
PART IV.		\$		\$		\$		\$		\$		\$		\$		\$		\$		\$		TOTAL								
Estimate Budget Expenditure by Quarter						99,489.00				444,633.00		70,878.00				\$615,000.00														

**THE NAVAJO NATION
PROJECT BUDGET AND JUSTIFICATION**

BUDGET FORM 3
Page 3 of 3

PART I. Business Unit No.: <u>N01301</u>				
Project Title: <u>NPRD Four Corners Monument</u>				
PART II.				
(A)	(B)	(C)	(D)	(E)
Fund Source Code	Agency Code	Object Code (LOD 6)	Object Code Description (LOD 7) & Justification	Budget TOTAL
9	5	6810	6500 CONTRACTUAL SERVICES Architectural/Design (non-cap) NEPA Compliance Process 6813: Fees - Contract obligation with MOU with NTUA	\$ 99,489.00
9	5	8500	8000 ASSISTANCE Infrastructure (non-cap) 8540: Powerline Extension Project involves 6.2 miles of powerline extension to Four Corners Monument Three-Phase/Overhead 5.36 miles' Three-Phase Trunk Line .51 Miles) 1.7 miles Single Phase to Three Phase Conversion	\$ 444,633.00
9	5	9010	9000 CAPITAL OUTLAY Land Improvements 9014: Land Improvement - 5,000 Land surface, clearing and grubbing for design and layout including drainage to reduce erosion	\$ 70,878.00
		9050	Building 65,878 9052: Building - Procurement of two (2) Ramada for picnic area	
PAGE TOTAL:				\$615,000.00

THE NAVAJO NATION PROJECT BUDGET SUMMARY

PART I.		Business Unit No.: <u>N01303</u>	Project Title: <u>NPRD Little Colorad River Gorge</u>
		Division of Natural Resources	Chapter: <u>Cameron</u> Agency: <u>Western</u>
		Prepared By: <u>Lynda B. French</u>	Phone No.: <u>928.871.6645</u>

PART II.	Check one:	<input type="checkbox"/> Original	<input type="checkbox"/> Revision	<input type="checkbox"/> Reallocation	<input checked="" type="checkbox"/> Modification
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Project Funds/Source(s)	Appropriation End Date	Amount	% of Total
Navajo Parks and Recreation Department Fund Balance	1/01/2016	\$ 752,000.00	100%
TOTAL:		\$ 752,000.00	

PART III.	Budget at LOD 4	Amount
CONTRACTUAL SERVICES	\$	617,000.00
CAPITAL OUTLAY	\$	135,000.00
TOTAL		\$ 752,000.00

PART IV.		Project Information
Project Type:		<u>Road Construction</u>
Planned Start Date:		<u>March 01, 2016</u>
Planned End Date:		<u>\$43,008.00</u>
Project Manager:		
FOR OMB USE ONLY		
Resolution No.:		
FMIS Set Up Date:		
Company No.:		
OMB Analyst:		

PART V. ACKNOWLEDGEMENT:	
I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED ON THIS FORM IS COMPLETE AND ACCURATE.	
 SUBMITTED BY: Dept. Director Signature / Date	 VERIFIED BY: Div. Director Signature / Date

BUDGET FORM 2
PAGE 2 OF 3

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THE NAVAJO NATION
PARKS & RECREATION
DEPARTMENT

Martin L. Begaye,
Department Director

ADMINISTRATION

POST OFFICE BOX 2520

WINDOW ROCK

ARIZONA 86515

TEL 928.871.6647

FAX 928.871.6637

www.navajonationparks.org

PROGRAMS & PARKS

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TRIBAL PARK

CANYON DeCHELLEY
PLANNING OFFICE

FOUR CORNERS
TRIBAL MONUMENT

LAKE POWELL
TRIBAL PARK

LITTLE COLORADO
RIVER OVERLOOK

MONUMENT VALLEY
TRIBAL PARK

THE NAVAJO NATION


Russell Begaye
President

Jonathan Nez
Vice-President



MEMORANDUM

TO : Section 164 REVIEWERS

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

DATE : July 29, 2015

SUBJECT: No. – Requesting the Navajo Nation Resources Development Committee to approve the Fund Balance for Proprietary Account Business Unit Number 915001 as no laps fund account in the amount of \$3,298.144.00

The Navajo Parks and Recreation Department is requesting for budget modifications to draw down funds from its Fund Balance, in the amount of \$3,298,144.00, for park improvement projects for Lake Powell Tribal Park; Tseyi Dine' Heritage Area; Four Corners Monument; Little Colorado River Gorge.

Lake Powell Tribal Park: Construction and renovation of an Administration/Visitor Center building, where property will be leased from Navajo-Hopi Land Commission located in Page, Arizona.

Tseyi Dine' Heritage Area: Procurement of ten (10) cabins to generate new revenues for the park, land improvement for fencing, landscaping and setting of the cabins.

Four Corners Monument: Additional funds to complete ROW NEPA Clearance and Powerline Extension for the park area.

Little Colorado River Gorge: Additional funds to complete the Access Road for Shadow Mountain, professional services for architectural/design for Shadow Mountain. Develop Hell Hole Bend to generate new revenues

The "Fund Balance" is available to the department for its discretionary use for park improvement; therefore this proposed budget of \$3,298,144.00 accessing the Fund Balance is hereby submitted for review and consideration by the Resources Development Committee.

Please find the attached budget to expend the funds on what we consider vital to the continued improvement and development of park operation. Most projects will go into a two year budget cycle due to the timeline for procurement for goods and services to get the projects completed.

Your prompt review and approval will greatly assist the Navajo Parks and Recreation Department to improve services at the parks, to showcase the Navajo Nation parks to the many visitors from across the USA and other international tourist.

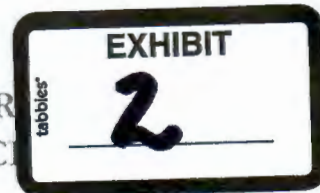
Your understanding and approval will be appreciated. If you have any questions or require any additional information, please contact our office at tribal extension 6647.

cc: Department Files



THE NAVAJO NATION

RUSSELL BEGAYE PR
JONATHAN NEZ VIC



MEMORANDUM:

TO : 2 NNC § 164 Reviewers
Delegates & 2 NNC '164 Reviewers
Navajo Nation Government

FROM : Robert Willie
Robert Willie, Acting Controller
Office of the Controller

DATE : September 22, 2015

SUBJECT : 164-004612-RDC.Account#915001 \$3,298,144

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

1. The Fund balance as of August 31, 2015 is \$5,130,504 in the Parks and Recreation account.
2. These would be projects for improvements/renovation of Lake Powell Tribal Park, Tseyi Dine' Heritage Area, Four Corners Mounument, and Little Colorado River Gorge.
3. This request for access to fund balance is quite late in the Fiscal Year 2015.
4. Budget forms should indicate New under business unit for Tseyi Dine' Heritage Area- Cottonwood Campground and NPRD Four Corners Monument Projects. Funding source should indicate Parks and Recreation-supplemental.

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



THE NAVAJO NATION

RUSSELL BEGAYE
JONATHAN NEZ



MEMORANDUM

TO : Executive Order/164 Reviewers

FROM : *Darlene Sam*
Darlene Sam, Senior Budget Analyst
Office of Management and Budget

DATE : October 15, 2015

SUBJECT : **Document No. 004612:** Fund Balance Drawdown for \$3,298,144 for Four Parks and Recreation Projects.

Pursuant to Executive Order No. 07-2013, the Office of Management and Budget (OMB) reviewed the proposed document, and deems the document to be Insufficient based on the following:

1. The budget forms are from FY 2014 (project) and FY 2015. The proper forms to use are in the FY 2016 BIM, Appendix J. Please revise budgets using only the project forms. Refer to Section VII of the '16 BIM for further instructions.
2. See marked-up budgets for corrections to be made.

Contact OMB at 871-6470 if there are any questions and/or concerns regarding this memorandum.

CONCURRENCE:

Dominic Beyer
Dominic Beyer, Executive Director - OMB



THE NAVAJO NATION
PARKS & RECREATION
DEPARTMENT

Martin L. Begaye,
Department Director

ADMINISTRATION

POST OFFICE BOX 2520

WINDOW ROCK

ARIZONA 86515

TEL 928.871.6647

FAX 928.871.6637

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PROGRAMS & PARKS

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LITTLE COLORADO
RIVER OVERLOOK

MONUMENT VALLEY
TRIBAL PARK

THE NAVAJO NATION

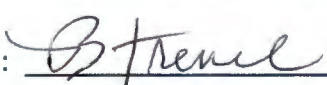
Russell Begaye
President

Jonathan Nez
Vice-President



MEMORANDUM

TO : Executive Order/164 REVIEWERS

FROM : 
Lynda B. French
Navajo Parks and Recreation Department

DATE : July 29, 2015

SUBJECT: **Document No. 004512: Fund Balance Drawdown for \$3,298,144.00 for Four Parks and Recreation Projects**

Navajo Parks and Recreation has addressed and corrected the insufficient documents that were identified by Office of Management and Budget.

FY 2016 BIM Appendix J (Project Budget and Justification) form were used for Lake Powell Tribal Park; Little Colorado River Gorge; Tseyi Dine' Heritage Area-Cottonwood Campground and Four Corners Monument.

Your understanding and approval will be appreciated. If you have any questions or require any additional information, please contact our office at tribal extension 6647.

CONCURRENCE:



Martin L. Begaye, Department Manager
Navajo Parks and Recreation Department

cc: Department Files



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.

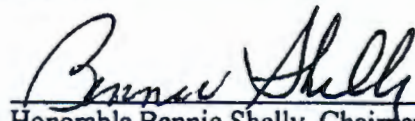
BE IT ENACTED:

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

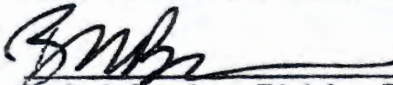
This Enterprise Fund Management Plan may be amended from time to time by the Budget and Finance Committee of the Navajo Nation Council upon recommendation of the Resources Committee of the Navajo Nation Council.

**THE
NAVAJO
NATION**

THE DIVISION OF NATURAL RESOURCES

MEMORANDUM

**TO: ALL Department Managers
Division of Natural Resources**

FROM: 
Biddah Becker, Division Director
Division of Natural Resources

SUBJECT: Delegation of Authority

DATE: May 28, 2015

Please be advised that in the event that either I, Division Director of the Division of Natural Resources, or Ms. Evangeline Curley-Thomas, Deputy Director, Division of Natural Resources, are not in the office or otherwise unavailable, Mr. Robert O. Allan, Principal Attorney, Division of Natural Resources, 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.

ACKNOWLEDGED:



Evangeline Curley-Thomas, Deputy Director
Division of Natural Resources

ACKNOWLEDGED:



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



THE NAVAJO NATION
PARKS & RECREATION
DEPARTMENT

Martin L. Begaye,
Department Director

ADMINISTRATION

POST OFFICE BOX 2520

WINDOW ROCK

ARIZONA 86515

TEL 928.871.6647

FAX 928.871.6637

www.navajonationparks.org

PROGRAMS & PARKS

BOWL CANYON
TRIBAL PARK

CANYON DeCHELLEY
PLANNING OFFICE

FOUR CORNERS
TRIBAL MONUMENT

LAKE POWELL
TRIBAL PARK

LITTLE COLORADO
RIVER OVERLOOK

MONUMENT VALLEY
TRIBAL PARK

THE NAVAJO NATION


Russell Begaye
President

Jonathan Nez
Vice-President




MEMORANDUM

TO : Section 164 REVIEWERS

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

DATE : July 29, 2015

SUBJECT: No. – Requesting the Navajo Nation Resources Development Committee to approve the Fund Balance for Proprietary Account Number 915001 as no laps fund account in the amount of \$3,298.144.00 

The Navajo Parks and Recreation Department is requesting for budget modifications to draw down funds from its Fund Balance, in the amount of ~~\$3,260,144.00~~, for park improvement projects for Lake Powell Tribal Park; Tseyi Dine' Heritage Area; Four Corners Monument; Little Colorado River Gorge. ~~\$3,260,144.00~~ ^{\$3,298,144.00}

Lake Powell Tribal Park: Construction and renovation of an Administration/Visitor Center building, where property will be leased from Navajo-Hopi Land Commission located in Page, Arizona.

Tseyi Dine' Heritage Area: Procurement of ten (10) cabins to generate new revenues for the park, land improvement for fencing, landscaping and setting of the cabins.

Four Corners Monument: Additional funds to complete ROW NEPA Clearance and Powerline Extension for the park area.

Little Colorado River Gorge: Additional funds to complete the Access Road for Shadow Mountain, professional services for architectural/design for Shadow Mountain. Develop Hell Hole Bend to generate new revenues

The "Fund Balance" is available to the department for its discretionary use for park improvement; therefore this proposed budget of \$3,298,144.00 accessing the Fund Balance is hereby submitted for review and consideration by the Resources Development Committee.

Please find the attached budget to expend the funds on what we consider vital to the continued improvement and development of park operation. Most projects will go into a two year budget cycle due to the timeline for procurement for goods and services to get the projects completed.

SECTION 164 REVIEW FORMTitle of Document: RDC.Acct#915001_\$3,298.144 Contact Name: FRENCH, LYNDIA B.Program/Division: DIVISION OF NATURAL RESOURCESEmail: lfrench@navajonationparks.org *Temp Off* Phone Number: 928 871-6647
*Lyndia French 2009@yahoo.com*Division Director Approval for 164A: *[Signature]*

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

☐ **Statement of Policy or Positive Law:** Sufficient Insufficient
1. OAG: _____ Date: _____ ☐ ☐

☒ **IGA, Budget Resolutions, Budget Reallocations or amendments: (OMB and Controller sign ONLY if document expends or receives funds)**
1. OMB: *Abigail - See Memo* Date: *10-15-15* ☐ ☒
2. OOC: *Robert* Date: *9-22-15* ☒ ☐
3. OAG: *[Signature]* Date: *12/11/15* ☒ ☐

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

☐ **Grant/Funding Agreement or amendment:**
1. Division: _____ Date: _____ ☐ ☐
2. OMB: _____ Date: _____ ☐ ☐
3. OOC: _____ Date: _____ ☐ ☐
4. OAG: _____ Date: _____ ☐ ☐

☐ **Subcontract/Contract expending or receiving funds or amendment:**
1. Division: _____ Date: _____ ☐ ☐
2. BRD: _____ Date: _____ ☐ ☐
3. OMB: _____ Date: _____ ☐ ☐
4. OOC: _____ Date: _____ ☐ ☐
5. OAG: _____ Date: _____ ☐ ☐

☐ **Letter of Assurance/M.O.A./M.O.U./Other agreement not expending funds or amendment:**
1. Division: _____ Date: _____ ☐ ☐
2. OAG: _____ Date: _____ ☐ ☐

☐ **M.O.A. or Letter of Assurance expending or receiving funds or amendment:**
1. Division: _____ Date: _____ ☐ ☐
2. OMB: _____ Date: _____ ☐ ☐
3. OOC: _____ Date: _____ ☐ ☐
4. OAG: _____ Date: _____ ☐ ☐



NAVAJO NATION DEPARTMENT OF JUSTICE

DOCUMENT REVIEW REQUEST FORM



DOJ	
12/10/15 11:17am	
DATE / TIME	
<input checked="" type="checkbox"/> 7 Day Deadline	
DOC #:	004612
SAS #:	
UNIT:	NRU

☐ 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: 12/10/15 ENTITY/DIVISION: DNR
CONTACT NAME: Lynda French DEPARTMENT: NAVAJO PARKS & REC.
PHONE NUMBER: 928-871-6645 E-MAIL: lynda-french2006@yahoo.com

TITLE OF DOCUMENT: Fund Balance Drawdown for 3,298,144.80 fr Foun
PARKS & Recreation Projects

DOJ SECRETARY TO COMPLETE

DATE/TIME IN UNIT: 12/10/15 REVIEWING ATTORNEY/ADVOCATE: Veronica
12:48pm 12/21/15

DATE/TIME OUT OF UNIT: 12/15/15 @ 3:30pm

DOJ ATTORNEY/ADVOCATE COMMENTS

legally sufficient

REVIEWED BY: (PRINT)	DATE / TIME	SURNAMED BY: (PRINT)	DATE / TIME
		<u>Veronica Blackhat</u>	<u>12/11/15 9:30am</u>

DOJ Secretary Called: Lynda French (voice mail) for Document Pick Up on 12.15.15 at 2:47 By: B

PICKED UP BY: (PRINT) DATE / TIME:

COMPLETED

RCS# 370

NAVAJO NATION

Winter Session

1/27/2016
01:07:48 PM

Amd# to Amd#

Legislation No. 0414-15

PASSED

MOT Hale

Approving the Navajo Nation

SEC Jack

Parks & Recreation Enterprise
Fund Balance for Acct Number

Yea : 17

Nay : 4

Not Voting : 3

Yea : 17

Begay, K
Begay, M
Begay, NM
BeGaye, N
Brown

Chee
Damon
Filfred
Hale

Jack
Pete
Shepherd
Slim

Smith
Tso
Witherspoon
Yazzie

Nay : 4

Perry

Daniels

Crotty

Bennett

Not Voting : 3

Tsosie

Phelps

Bates