

LEGISLATIVE SUMMARY SHEET

Tracking No. 0272-17

DATE: July 19, 2017

SUBJECT: AN ACTION RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE AND THE BUDGET AND FINANCE COMMITTEE; APPROVING THE INCREASE TO THE NAVAJO PARKS AND RECREATION ENTERPRISE FUND BALANCE FOR ACCOUNT NUMBER 915001 IN THE AMOUNT OF \$6,000,000

PURPOSE: The purpose of this resolution is to approve a drawdown of the Navajo Parks and Recreation Fund Balance of \$500,000.

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: July
Website Posting Time/Date: 1:44pm 7/27/17
Posting End Date: 7/28/17
Eligible for Action: 7/27/17

Resources & Development Committee

THENCE

Budget & Finance Committee

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Naa'bik'iyáti' Committee



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Navajo Nation Council

PROPOSED NAVAJO NATION COUNCIL RESOLUTION

23rd NAVAJO NATION COUNCIL – Third Year, 2017

INTRODUCED BY

(Sponsor)

Herman Daniels

TRACKING NO. 6272-17

AN ACTION

RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE AND THE
BUDGET AND FINANCE COMMITTEE; APPROVING THE INCREASE TO THE
NAVAJO PARKS AND RECREATION ENTERPRISE FUND BALANCE FOR
ACCOUNT NUMBER 915001 IN THE AMOUNT OF \$6,000,000

BE IT ENACTED:

Section One. Authority

- A. The Navajo Nation Parks and Recreation Department is within the Natural Resources Division. The Resources and Development Committee serves as the oversight authority for the Natural Resources Division. 2 N.N.C. § 501 (C)(1).
- B. The Navajo Nation Parks and Recreation Enterprise Fund was established 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 Plan of Operation.” Budget and Finance Committee Resolution, BFAU-41-05, attached as **Exhibit 1**.
- C. The Resources and Development and the Budget and Finance Committees were designated as legislative oversight committees for the Parks and Recreation Enterprise Fund. Navajo Parks and Recreation Enterprise Fund Management Plan, Section III, attached as Exhibit A to **Exhibit 1**.

- 1 D. The Navajo Parks and Recreation Enterprise Fund Management Plan provides,
2 "[a]ny change in projected revenue or planned expenditures shall be processed as a
3 budget modification and processed through normal Navajo Nation budget policy and
4 procedures for review and approval of such modifications." Navajo Parks and
5 Recreation Enterprise Fund Management Plan, Section VI .C, attached as Exhibit A
6 to **Exhibit 1**.
- 7 E. A budget modification is an increase or decrease to an existing business unit budget
8 in a previously approved budget requiring oversight committee approval. Navajo
9 Nation Budget Instruction Manual Fiscal Year 2017, XIII.C.1.c.

10 **Section 2. Findings**

- 11 A. Pursuant to the Navajo Parks and Recreation Fund Management Plan, "[a]n annual
12 Budget and Expenditure Plan pertaining to the use of the Parks and Recreation
13 Enterprise Fund shall be prepared for review and approval by the Resources
14 Committee of the Navajo Nation Council. This plan then shall be incorporated in to
15 the Regular Annual Navajo Nation Budget for review and approval by the Budget and
16 Finance Committee of the Navajo Nation Council and the Navajo Nation Council."
17 Navajo Parks and Recreation Enterprise Fund Management Plan, Section VI (A),
18 attached as Exhibit A to **Exhibit 1**.
- 19 B. The Navajo Parks and Recreation Department Manager requests approval of an
20 increase to the Navajo Nation Parks and Recreation Enterprise Fund. The purpose of
21 the drawdown is to pay for security services at the tribal parks, an upgrade and
22 renovation of the vendor facilities at the Monument Valley Welcome Center, and the
23 procurement of cash register systems for improved accountability. The budget
24 documents are included in **Exhibit 2**.
- 25 C. The Office of the Controller has issued a memo, dated May 27, 2016, indicating
26 sufficient funds exist in the Navajo Nation Parks and Recreation Enterprise Fund to
27 provide for the requested allocation. This memo is included in **Exhibit 2**.
- 28 D. The Office of Management and Budget and the Department of Justice have also
29 reviewed this request in accordance with the Section 164(A) review process. See
30 **Exhibit 2**.

1
2 **Section Three. Approval**

3 The Navajo Nation hereby approves the Navajo Parks and Recreation Department
4 Proprietary Fund Account Number 915001 fund balance increase of \$500,000. This
5 reflects a total \$6,000,000 budget in accordance with the budget documents, included in
6 **Exhibit 2.**

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8 **Section Four. Directive to the Office of Management and Budget**

9 The Office of Management and Budget is directed to include this allocation in the
10 Executive Branch Proprietary Funds listing for Fiscal Year 2017.
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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.

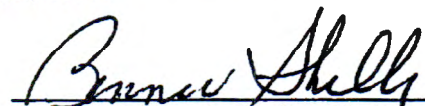
BE IT ENACTED:

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
PARKS & RECREATION
DEPARTMENT

Martin L. Begaye
Department Manager

ADMINISTRATION

POST OFFICE BOX 2520

WINDOW ROCK

ARIZONA 86515

TEL 928.871.6647

FAX 928.871.6637

www.navajonationparks.org

PROGRAMS & PARKS

MONUMENT VALLEY
TRIBAL PARK and
WELCOME CENTER

LAKE POWELL
TRIBAL PARK

BOWL CANYON
RECREATION AREA

LITTLE COLORADO
RIVER TRIBAL PARK

WINDOW ROCK TRIBAL
PARK and NAVAJO
VETERANS MEMORIAL

FOUR CORNERS
MONUMENT

TSE BONITO
TRIBAL PARK

MARBLE CANYON
TRIBAL PARK

DINE TSEYI' HERITAGE
AREA

NAVAJO NATION
FAIRGROUNDS

THE NAVAJO NATION

Russell Begaye
President

Jonathan Nez
Vice-President



MEMORANDUM

TO: Whom Concerned

FROM:


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

DATE: June 8, 2017

SUBJECT: FUND BALANCE DRAWDOWN

The Navajo Parks and Recreation Department requests approval of drawdown from the Fund Balance (Reserves) in the amount of \$500,000 approved by the Office of the Controller. The funds will be used to pay for security services at the tribal parks due to significant increase in visitation, upgrade and renovation of the vendor facilities at the Monument Valley Welcome Center, and procurement of cash register systems for improved accountability of funds.

Your understanding and support will be appreciated.

cc: Bidtah Becker, Executive Director

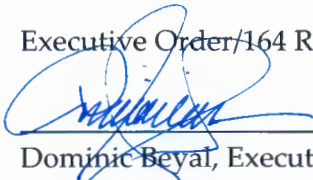


THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE PRESIDENT

MEMORANDUM

TO : Executive Order/164 Reviewers

FROM : 
Dominic Beyer, Executive Director
Office of Management and Budget

DATE : May 16, 2017

SUBJECT : **Document No. 007945:** Navajo Parks and Recreation Department Proprietary fund Increase by \$500,000.

NAI... D... 7F
IDTES

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. Budget Form 2 needs to be corrected. See marked-up budget form 2. Information emailed to Division, to date the corrected form 2 has not been re-submitted.
2. Requested an official memo from Controller's Office recommending the revised funding level. To date, no memo has been submitted by the Controller's Office.

Contact Darlene Sam, Senior Budget Analyst and Rhonda Johnson, Principal Program Analyst at 871-6470 if there are any questions and/or concerns regarding this memorandum.



THE NAVAJO NATION

RUSSELL BEGAYE PRESIDENT
JONATHAN NEZ VICE-PRESIDENT

MEMORANDUM

TO: Dominic Beyer, Director
Office of Management and Budget

DATE: May 26, 2017

FROM: *Robert Willie*
Robert Willie, Accounting Manager
General Accounting
OFFICE OF THE CONTROLLER

SUBJECT: Revised Revenue Budget Recommendation for Fiscal Year 2017

Attached is the Revised Revenue Budget Recommendation for FY 2017. After approval of budget increase for Parks and Recreation (915001), the new total budget for the account is \$6,000,000.

Should there be any questions, call me at tribal extension 6125.

The Navajo Nation
Office of the Controller
REVISED: REVENUE BUDGET RECOMMENDATION FOR FISCAL YEAR 2017

Account Number	Program/Title		FY 2017 RECOMM. LIMITS
901001	Nav Nation Code Enterprise Fnd	EF	60,000
907001	Home Loan Program	EF	475,000
907002	Personal Loan Program	EF	450,000
910005	Karigan Professional Office	EF	200,000
912001	Employee Housing Program	EF	950,000
914001	Veterans Loan Program	EF	12,000
915001	Park and Recreation	EF	6,000,000
915003	Tribal Ranch Program	EF	600,000
915008	Fish & Wildlife Enterprise	EF	825,000
915009	Livestock Custody Fund	EF	60,000
915010	Treaty Days Celebration	EF	100,000
915011	Annual Navajo Nation Fair Fund	EF	650,000
807001	Office Supply Center	ISF	200,000
812002	Air Transportation	ISF	640,000
812003	Fleet Management	ISF	13,278,448
812004	Duplicating Services	ISF	750,000
812009	Property & Casualty/RM ...	ISF	6,500,000
812016	Employee Benefit Program	ISF	600,000
812017	Group Health Self-Insurance	ISF	18,000,000
812018	Navajo Transit System	ISF	90,000
101020	Ethics & Rules Office	GF	49,000
109021	Tuba City Laundry Project	GF	45,000
114003	Broadcast Services	GF	25,000
114004	Office of Labor Relations	GF	60,000
114018	Office of Background Investigation	GF	15,500
115017	HPD-NN Museum	GF	224,000
115019	Veterinary Clinic	GF	270,000
117010	Day Care-Chinle	GF	55,000
117011	Day Care-Ft. Defiance	GF	70,000
117012	Day Care-Shiprock	GF	15,000
120001	Nav Nation Gaming Regulatory	GF	230,000
121002	Nav Dept. Of Highway Safety	GF	45,000
N01307	NN Fire and Rescue-Twin Arrows	GF	75,500
503043	Nav-Hopi Land Commission	SRF	12,225
507010	DPS-Special Revenue Gaming	SRF	732,000
509010	Sales Tax Scholarship Dist	SRF	4,419,800
511007	Hazardous Substance Fund	SRF	600,000
	NN Environmental Response Trust	SRF	400,000
703001	Nav-Hopi Escrow Bennett Freeze	SRF	-

GRAND TOTAL: 57,783,473

EF- ENTERPRISE FUND
ISF- INTERNAL SERVICE FUND
SRF - SPECIAL REVENUE FUND
GF- GENERAL FUND

* Based on submittal of premiums from Depts.

Prepared by:


Natasha Damon, Senior Accountant

Approved by:


Robert Willie, Accounting Manager

DATE: May 26, 2017

5/26/2017
10:52 AM

fy'17revp



NAVAJO NATION DEPARTMENT OF JUSTICE

DOCUMENT REVIEW REQUEST FORM



DOJ
5/25/17 2:56pm
DATE / TIME
<input checked="" type="checkbox"/> 7 Day Deadline
DOC # 007945
SAS #:
UNIT: NRN

☐ RESUBMITTAL

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

CLIENT TO COMPLETE			
DATE OF REQUEST: 05/03/17	ENTITY/DIVISION: P1110 + BIC / Natural Resources		
CONTACT NAME: Hope Wilson or Martin Bay	DEPARTMENT: Parks and Recreation		
PHONE NUMBER: 871 6544/6642 871 - 6647	E-MAIL: hopewilson@navajonns.gov		
TITLE OF DOCUMENT: NPRD Proprietary Fund - Account Increase - Buft 915001 for \$500,000.			
DOJ SECRETARY TO COMPLETE			
DATE/TIME IN UNIT: 5/25/17 3:23	REVIEWING ATTORNEY/ADVOCATE: Veronica 5.26.17 @ 8:44		
DATE/TIME OUT OF UNIT: 5.30.17 @ 10:15am			
DOJ ATTORNEY / ADVOCATE COMMENTS			
legally sufficient.			
REVIEWED BY: (PRINT)	DATE / TIME	SURNAMED BY: (PRINT)	DATE / TIME
		V. Blackhat	5/26/17 1:14pm
DOJ Secretary Called: Tolena		for Document Pick Up on 5.30.17 at 10am By: T3	
PICKED UP BY: (PRINT)		DATE / TIME:	

NNDOJ/DRRF-July 2013

COMPLETED

MAY 10 2017

FY 2017

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

THE NAVAJO NATION PROGRAM BUDGET SUMMARY

Page _1_ of _3_
BUDGET FORM 1

PART I. Business Unit No.: 915001 Program Title: Parks and Recreation Division/Branch: Natural Resources/Executive

Prepared By: Hope Wilson Phone No.: 928/871-6594/6592 Email Address: hopewilson@navajo-nsn.gov

PART II. FUNDING SOURCE(S)	Fiscal Year Term	Amount	% of Total	PART III. BUDGET SUMMARY				
Enterprise/Proprietary Fund	10/01/16-09/30/17	500,000.00	100%	(A)	(B)	(C)		
			0%	Fund Type Code	NNC Approved Original Budget	Proposed Budget	Difference (Column B + A)	
				2001 Personnel Expenses	9	3,293,410		3,293,410
				3000 Travel Expenses	9	442,370		442,370
				3500 Meeting Expenses				0
				4000 Supplies	9	295,992	10,000	305,992
				5000 Lease and Rental	9	153,440	30,000	183,440
				5500 Communications and Utilities	9	128,240		128,240
				6000 Repairs and Maintenance	9	151,780	130,000	281,780
				6500 Contractual Services	9	302,090	300,000	602,090
				7000 Special Transactions	9	318,596		318,596
				8000 Public Assistance				0
				9000 Capital Outlay	9	414,082	30,000	444,082
				9500 Matching Funds				0
				9500 Indirect Cost				0
				TOTAL		\$5,500,000.00	500,000.00	6,000,000
				PART IV. POSITIONS AND VEHICLES				
				Total # of Positions Budgeted:	(D)	(E)		
					75	0		
				Total # of Permanently Assigned Vehicles:	29	0		
TOTAL:		\$500,000.00	100%					

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 and Signature / Date

Bidtah N. Becker, Division Director

APPROVED BY: Division Director/Branch Chief's Printed Name and Signature / Date

**THE NAVAJO NATION
PROGRAM PERFORMANCE CRITERIA**

PART I. PROGRAM INFORMATION:Business Unit No.: 915001Program Name/Title: Navajo Parks and Recreation Department**PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE:****PART III. PROGRAM PERFORMANCE CRITERIA:**

1. Program Performance Area:

Facility Improvement

Goal Statement:

Renovate 30 vendor booths at MV Welcome Center

1st QTR		2nd QTR		3rd QTR		4th QTR	
Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual

N/A		N/A		20		10	
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2. Program Performance Area:

Facility Rehabilitation

Goal Statement:

Remodel and renovate two public buildings at NN Fairgrounds

N/A		N/A		1		1	
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3. Program Performance Area:

Park Protection/Security

Goal Statement:

Provide 1200 manhours of security services at tribal parks

N/A		N/A		400		800	
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4. Program Performance Area:

Facility Maintenance

Goal Statement:

Provide septic service cleaning of 40 chemical toilets at tribal parks

N/A		N/A		15		25	
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5. Program Performance Area:

Goal Statement:

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

Martin L. Begaye, Department Manager III

Program Manager's Printed Name and Signature/Date: 

Biddah N. Becker, Division Director

Division Director/Branch Chief's Printed Name and Signature / Date:  5/19/2017

FY 2017

**THE NAVAJO NATION
DETAILED BUDGET AND JUSTIFICATION**

Page 3 of 3
BUDGET FORM 4

OK

PART I. PROGRAM INFORMATION:				
Program Name/Title: <u>Parks and Recreation</u>		Business Unit No.: <u>915001</u>		
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	
	4000 - SUPPLIES		10,000	✓
	Procurement of landscaping supplies for Tribal parks.			
✓ 4410	Operating Supplies	10,000		
	.4420 General Operating Supplies \$ 10,000.00			
	5000 - LEASE & RENTAL		30,000	✓
	Rental of office space for Lake Powell during building renovations.			
✓ 5110	Office Space (Rental)	30,000		
	.5120 Office Space Rental \$5,000 x 6 months (estimate) \$ 30,000			
	6000 - REPAIRS AND MAINTENANCE		130,000	✓
	Procurement of supplies for billboard repair.			
✓ 6020	Supplies	5,000		
	.6030 Building R & M Supplies \$ 5,000.00			
	Hiring of a general contractor for the renovation of the Monument Valley Welcome Center, billboard upgrades, landscaping and competion of food pavillion. Septic services to be provided for Park locations.			
✓ 6200	External Contrators	125,000		
	.6250 Waste Disposal 5 parks x 4 months x \$1,500/mo (estimate) \$ 20,000			
	.6290 General Contractors \$ 105,000			
	6500 - CONTRACTUAL SERVICES		300,000	✓
	Hiring of security firm to provide security at Park locations.			
✓ 6910	Other Contractual Services	300,000		
	.6916 Security Services 5 parks x 4 months x \$18,750/mo (estimate) \$ 300,000.00			
	9000 - CAPITAL OUTLAY		30,000	✓
	Procurement of new software and printers for a new ticketing system for Tribal parks.			
✓ 9140	Equipment	30,000		
	.9144 Analytical Equipment \$ 30,000			
TOTAL		500,000	500,000	

FY 2017

THE NAVAJO NATION PROGRAM BUDGET SUMMARY



Page 1 of 3
BUDGET FORM 1

PART I. Business Unit No.: <u>915001</u> Program Title: <u>Parks and Recreation</u> Division/Branch: <u>Natural Resources/Executive</u>			
Prepared By: <u>Hope Wilson</u> Phone No.: <u>928/871-6594/6592</u> Email Address: <u>hopewilson@navajo-nsn.gov</u>			

PART II. FUNDING SOURCE(S)	Fiscal Year Term	Amount	% of Total	PART III. BUDGET SUMMARY				
					(A)	(B)	(C)	
					Fund Type Code	NNC Approved Original Budget	Proposed Budget	Difference (Column B + A)
Enterprise/Proprietary Fund	10/01/16-09/30/17	5,500,000.00	100%					
<i>Balance</i>			0%					
				2001 Personnel Expenses	9	✓ 3,293,410		3,293,410
				3000 Travel Expenses	9	✓ 442,370		442,370
				3500 Meeting Expenses				0
				4000 Supplies	9	296,136 <i>296,992</i>	✓ 10,000	306,136
				5000 Lease and Rental	9	✓ 153,440	✓ 30,000	183,440
				5500 Communications and Utilities	9	✓ 128,240		128,240
				6000 Repairs and Maintenance	9	✓ 151,780	✓ 130,000	281,780
				6500 Contractual Services	9	✓ 302,090	✓ 300,000	602,090
				7000 Special Transactions	9	318,596 <i>318,596</i>		318,452
				8000 Public Assistance				0
				9000 Capital Outlay	9	✓ 414,082	✓ 30,000	444,082
				9500 Matching Funds				0
				9500 Indirect Cost				0
				TOTAL		✓ \$5,500,000.00	✓ 500,000.00	6,000,000

PART IV. POSITIONS AND VEHICLES	(D)	(E)
Total # of Positions Budgeted:	<i>75</i> 81	0
Total # of Permanently Assigned Vehicles:	29	0

TOTAL: <u>\$5,500,000.00</u> 100%	PART V. I HEREBY ACKNOWLEDGE THAT THE INFORMATION CONTAINED IN THIS BUDGET PACKAGE IS COMPLETE AND ACCURATE.
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 Martin L. Begaye, Department Manager III	 5/3/2017 Bidtah N. Becker, Division Director
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SUBMITTED BY: Program Manager's Printed Name and Signature / Date
 APPROVED BY: Division Director/Branch Chief's Printed Name and Signature / Date

FY 2017

**THE NAVAJO NATION
PROGRAM PERFORMANCE CRITERIA**

Page 2 of 3
BUDGET FORM 2

PART I. PROGRAM INFORMATION:Business Unit No.: 915001Program Name/Title: Navajo Parks and Recreation Department**PART II. PLAN OF OPERATION REFERENCE/LEGISLATED PROGRAM PURPOSE:**

GSCMA-05-08 The Navajo Parks and Recreation Department is responsible for the management and operation of established tribal parks, monuments and recreation areas, the planning and development of visitor services, facilities and accommodations therein.

PART III. PROGRAM PERFORMANCE CRITERIA:

1. Program Performance Area:

Facility Improvement

Goal Statement:

Renovate 30 vendor booths, install 2 billboards and landscape 15 acres.

2. Program Performance Area:

Facility Rehabilitation

Goal Statement:

Remodel and renovate food pavilion building at NN Fairgrounds.

3. Program Performance Area:

Park Protection

Goal Statement:

Provide security services with private consultant at 5 tribal parks.

4. Program Performance Area:

Staff Accommodations

Goal Statement:

Rental of office building for staff during building renovation

5. Program Performance Area:

Facility Maintenance

Goal Statement:

Provide septic sanitation services through private company at 4 tribal park areas.

1st QTR		2nd QTR		3rd QTR		4th QTR	
Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual

N/A		N/A		40%		60%	
-----	--	-----	--	-----	--	-----	--

N/A		N/A		40%		60%	
-----	--	-----	--	-----	--	-----	--

N/A		N/A		50%		50%	
-----	--	-----	--	-----	--	-----	--

N/A		N/A		50%		50%	
-----	--	-----	--	-----	--	-----	--

N/A		N/A		50%		50%	
-----	--	-----	--	-----	--	-----	--

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

Martin L. Begaye, Department Manager III
Program Manager's Printed Name and Signature/Date

Bidtah N. Becker, Division Director
Division Director/Branch Chief's Printed Name and Signature / Date

*Any questions please Kunda
Call X6048*

*Please refer to FY17 BIM pg. 24 Budget Form 2
Instructions Part III -> Use quantitative number only. DO NOT USE %.*

Use this as your per. measures -> when are the 30 booths, 2 billboards + 15 acres landscape to be done. Example maybe 30 booths for 1st qtr, billboards + landscape for 4th qtr.

This has been the yearly objectives for several years now.

5/3/2017



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 : Jim Parris, Controller
Office of the Controller-Division of Finance

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

DATE : December 27, 2016

SUBJECT : Proprietary Account Number 915001

OFFICE OF THE CONTROLLER

OFFICE OF THE CONTROLLER

DEC 29 11 09 16

DEC 29 11 09 16

The Navajo Parks and Recreation Department Proprietary Account Number 915001, has accrued savings of approximately 7,200,000.00 million in its Enterprise Fund due to increased revenues and prudent expenditures. This "Fund Balance" is available to the Department for its discretionary use; therefore, Navajo Parks and Recreation request that the 2017 budget recommended budget for \$5,500,000.00 be increased to by \$500,000.00 for a total budget of \$6,000,000.00 for Fiscal Year for Business Unit number 915001.

The increase will provide much needed renovation for the Monument Valley Welcome Center, local employment opportunities to complete the renovation of the Vendor Village, for the small business owners occupying the facilities. Directive was given by Vice-President Jonathan Nez to assist in this urgent matter.

Additional funds to cover new Tribal maintenance vehicles for the Lake Powell Tribal Park, the park recently received five (5) additional staff to renovate the recently procurement of office building from the City of Page. Funds will also be used for the Procurement of new software and printers for the new Keep It Simple Ticketing system for all the Navajo Tribal Parks. This will greatly move the tribal park in a positive direction for accountability, accessibility and efficiency.

The funds are essential in meeting the demands and enhancing the visitor experience by improving quality visitor facilities, accommodations and services. Navajo Parks and Recreation department has sufficient Fund Balance funds for parks infrastructure and facilities improvements.

As always your support and approval is appreciated. Any questions, please contact our office at tribal extension 6647.



APPROVAL:

LD, 12-29-2016

Jim Parris, Controller
Office of the Controller

cc: Department Files

OFFICE OF THE PRESIDENT & VICE PRESIDENT
REQUEST FOR SERVICES

Date of request: 05/03/17

Name: Hope Wilson or Martin Benge
Phone Number: 877-6594 x6647 Dept: Parks and Recreation
EMAIL: hopewilson@navajo-nsn.gov

Please Check:
164 Review No. () 7945 Support letter () _____

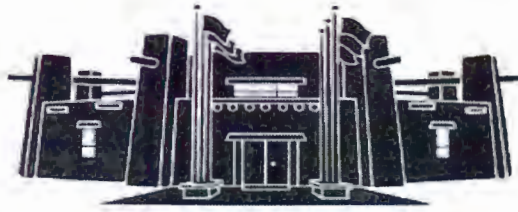
Description of Service: NPRD-Proprietary Fund - Account Increase -
BU # 915001 for \$500,000.

Deadline: _____ Reason: _____

RECOMMENDATIONS: (Authorized Personnel Only)*

Called: _____ For document pickup Date: _____ Time: _____
Called: _____ For document pickup Date: _____ Time: _____

Picked up by: _____ Date/Time _____ : _____
PLEASE PRINT NAME



MEMORANDUM

TO: Honorable Herman Daniels, Jr.
The 23rd Navajo Nation Council

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

DATE: July 19, 2017

SUBJECT: **AN ACTION RELATING TO RESOURCES AND DEVELOPMENT COMMITTEE AND THE BUDGET AND FINANCE COMMITTEE; APPROVING THE INCREASE TO THE NAVAJO PARKS AND RECREATION ENTERPRISE FUND BALANCE FOR ACCOUNT NUMBER 915001 IN THE AMOUNT OF \$6,000,000**

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

NOTE: This was resolution was prepared as a draw down to the above-captioned Enterprise Fund. **Please ensure that this resolution is precisely what you want.**

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: _0272-17_____

SPONSOR: Herman Daniels

TITLE: An Action Relating To Resources And Development Committee And The Budget And Finance Committee; Approving The Increase To The Navajo Parks And Recreation Enterprise Fund Balance For Account Number 915001 In The Amount Of \$6,000,000

Date posted: July 21, 2017 at 1:44pm

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) 871-7590**

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.: 0272-17

SPONSOR: Honorable Herman Daniels

TITLE: An Action Relating To Resources And Development Committee And The Budget And Finance Committee; Approving The Increase To The Navajo Parks And Recreation Enterprise Fund Balance For Account Number 915001 In The Amount Of \$6,000,000.

Posted: July 21, 2017 at 1:44pm

5 DAY Comment Period Ended: July 26, 2017

Digital Comments received:

Comments Supporting	<i>None</i>
Comments Opposing (2)	1. Candis Yazzie; Cameron Chapter Resident 2. Jacqueline Huskie, President; LCR-CCVA
Inclusive Comments	<i>None</i>



**Legislative Secretary II
Office of Legislative Services**

7/27/2017 10:34 AM

Date/Time

LEGISLATION NO: 0272-17

Candis Yazzie <cly23@nau.edu>

Mon 7/24/2017 10:43 AM

To: comments <comments@navajo-nsn.gov>;

Please don't approve this legislation, The Monument Valley Park should not be awarded more money when their finances are not in order. Please don't give the Tribal Parks more money to embezzle!!

Candis Yazzie
Cameron Chapter-Resident

0272-17

littlecoloradoriver vendorsassociation <lcrccva@gmail.com>

Mon 7/24/2017 10:59 PM

To: comments <comments@navajo-nsn.gov>;

1 attachment

Untitled document.docx;

Hello please find our comment letter attached
Thank you for your time

LCR-CCVA

Little Colorado River- Cameron Community Vendors Association
P.O Box 768 Cameron, Az 86020 **lcrccva@gmail.com**

To Councilmen:

We the Little Colorado River -Cameron Community Vendors Association are opposed to this legislation. Navajo Nation Parks and Recreation Needs a Full Audit before more funds are distributed to them. Past Monument Valley Audit revealed mismanagement of funds, and probable embezzlement. Navajo Parks and Recreation needs to work on its integrity, and community relations. We propose that a full audit of the Navajo Nation Parks is completed before they receive any more funding. Cameron Community strongly opposes the eco-tourism proposal of the Little Colorado Tribal Park, removal of local vendors is unethical, we pay \$5 a day x 30 days= \$150 a day x 12 vendors= \$1,800 a month x 8 months= \$14,400 a year. Thank you for your time and consideration

Jacqueline Huskie
President
LCR-CCVA

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

THIRD YEAR 2017

COMMITTEE REPORT

Mr. Speaker,

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

LEGISLATION # 0272-17: AN ACTION RELATING TO THE RESOURCES AND DEVELOPMENT COMMITTEE AND THE BUDGET AND FINANCE COMMITTEE; APPROVING THE INCREASE TO THE NAVAJO PARKS AND RECRETATION ENTERPRISE FUND BALANCE FOR ACCOUNT NUMBER 915001 IN THE AMOUNT OF \$6,000,000. *Sponsor: Honorable Herman Daniels Co-Sponsor: Davis Filfred*

Has had it under consideration and report a **DO PASS** with the following amendment:

1. **On page 1 of 3, Line 11**, after the word "APPROVING" insert "\$500,000";
2. **On page 1 of 3, Line 13**, after the "ACCOUNT NUMBER 915001" delete "~~IN~~" and insert new language "AND TOTALLING".

(Motion: Jonathan Perry Second: Benjamin Bennett Vote: 5-0-1 (CNV))

Directive:

1. Navajo Parks and Recreation Department is to provide a report on Four Prior Years of Proprietary Funds spending information to Resources and Development Committee.

(Motion: Walter Phelps Second: Leonard Pete Vote: 5-0-1 (CNV))

Thereafter the legislation was referred to Budget and Finance Committee.

Respectfully submitted,



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

DATE: August 8, 2017

MEETING LOCATION: NDOT Administrative Complex, Tse Bonito, NM

Main Motion: Benjamin Bennett

Second: Davis Filfred

Vote: 5-0-1 (CNV)

23rd NAVAJO NATION COUNCIL

Third Year 2017

Mr. Speaker:

The **BUDGET & FINANCE COMMITTEE** to whom has been assigned

NAVAJO LEGISLATIVE BILL # 0272-17:

An Action Relating to Resources and Development Committee and the Budget and Finance Committee; Approving the Increase to the Navajo Parks and Recreation Enterprise Fund Balance for Account Number 915001 in the Amount of \$6,000,000 *Sponsored by Herman M. Daniels and Davis Filfred, Council Delegates*

has had it under consideration and reports the same with the recommendation that It **Do Not Pass** without amendment.

And therefore, referred to the **NABIKIYATI** Committee

Respectfully submitted,


Seth Damon, Chairman

Adopted: _____
Legislative Advisor

Not Adopted:  _____
Legislative Advisor

15 August 2017

The vote was **1** in favor **4** opposed

Motion: Lee Jack Sr.

Second: Dwight Witherspoon