

Board of Trustees Regular Meeting (VI.V)

Meeting	April 21, 2026
Agenda Item	Other Items (VI.V)
Subject	Other Items - Resolution No. 66-25/26 - Authorization to Encumber Funds
College/District	District
Funding	N/A
Recommended Action	Recommend approving Resolution No. 66-25/26 - Authorization to Encumber Funds.

Background Narrative:

To facilitate the issuance of purchase orders and the encumbrance of funds before July 1 for fiscal year 2026-2027, the Riverside County Office of Education annually requests the adoption of a resolution by the Board of Trustees. This resolution will allow: 1) departments to submit FY 2026-2027 purchase requisitions immediately; 2) FY 2026-2027 purchase orders to be issued in mid-June; and 3) departments to receive goods and services as early as July 1, 2026.

Prepared By: Aaron S. Brown, Vice Chancellor, Business and Financial Services
Misty Griffin, Director, Business Services

Attachment(s):

[Resolution No. 66-25/26 - Authorization to Encumber Funds](#)

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. No. 66-25/26

Authorization to Encumber Funds

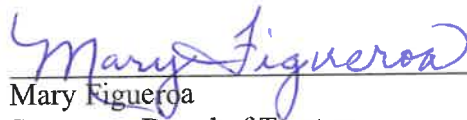
WHEREAS the Riverside Community College District has determined that it has a need to issue purchase orders for Fiscal Year 2026-2027, in certain unique circumstances where there are requirements for items or services immediately after the beginning of the new fiscal year;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Riverside Community College District authorizes the following positions to sign and approve requests for purchase orders:

Wolde-Ab Isaac, Chancellor
Aaron S. Brown, Vice Chancellor, Business and Financial Services
Misty Griffin, Director, Business Services
John Geraghty, Controller

BE IT FURTHER RESOLVED that the positions listed above will be responsible to ensure that funds will be budgeted in the Fiscal Year 2026-2027 for the items or services ordered in advance of July 1, 2026.

PASSED AND ADOPTED this 21st day of April 2026.



Mary Figueroa
Secretary, Board of Trustees
Riverside Community College District