Board of Trustees Regular Meeting (VI.AF)

Meeting	April 20, 2021
Agenda Item	Other Items (VI.AF)
Subject	Other Items
	Resolution No. 60-20/21 - Authorization to Encumber Funds
College/District	District
Funding	N/A
Recommended Action	Recommend approving Resolution No. 60-20/21 - Authorization to Encumber Funds.

Background Narrative:

In order to issue purchase orders and encumber funds prior to July 1, for fiscal year 2021-2022, the Riverside County Office of Education annually requests that a resolution be adopted by the Board of Trustees. This resolution will allow: 1) departments to submit FY 2021-2022 purchase requisitions now; 2) FY 2021-2022 purchase orders to be issued in mid-June; and 3) departments to receive goods and services as early as July 1, 2021.

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

RIVERSIDE COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. No. 60-20/21

Authorization to Encumber Funds

WHEREAS the Riverside Community College District has determined that it has a need to issue purchase orders for the following fiscal year, prior to July 1, 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
Jeanie Kim, Interim Vice Chancellor Educational Services and Strategic Planning
John Geraghty, Controller
Beiwei Tu, Director, Risk Management

BE IT FUTHER RESOLVED that the positions listed above will be responsible to ensure that funds will be budgeted in the following fiscal year for the items or services ordered in advance of the beginning of the following fiscal year.

PASSED AND ADOPTED this 20th day of April 2021.

Jose Alcala
Secretary, Board of Trustees