

BOARD MEETING DATE: April 3, 2026

AGENDA NO. 12

PROPOSAL: Appropriate Funds from General Fund Undesignated (Unassigned) Fund Balance for Administrative and Human Resources Related Expenditures

SYNOPSIS: This action is to appropriate \$320,000 from the General Fund Undesignated (Unassigned) Fund Balance as follows: \$280,000 to the District General – Administrative and Human Resources FY 2025-26 Budget and \$40,000 to the Administrative and Human Resources FY 2025-26 Division Budget. These funds will be used to pay for Administrative and Human Resources services and expenses incurred or to be incurred before the end of FY 2025-26.

COMMITTEE: Administrative, March 13, 2026; Recommended for Approval

RECOMMENDED ACTIONS:

Appropriate \$320,000 from the General Fund Undesignated (Unassigned) Fund Balance to the FY 2025-26 Budget as follows:

- a. District General – Administrative and Human Resources’ Budget, Services and Supplies Major Object, Professional and Special Services Account in the amount of \$280,000; and
- b. Administrative and Human Resources’ Budget, Services and Supplies Major Object, Professional and Special Services Account in the amount of \$40,000.

Wayne Natri
Executive Officer

AJO:vl

Background

The South Coast AQMD FY 2025-26 Budget for District General – Administrative and Human Resources (DG-AHR) provides funding for districtwide operating expenses relating to administrative services and employee matters. Covered costs include legal services, retirement payouts, principal and interest payments, insurance coverage, utilities, taxes, housekeeping, security, and building maintenance and improvements.

In addition to the District General budget, Administrative and Human Resources (AHR) expenditures are funded through the division budget, which is allocated for its specific operations and programs. These expenditures include training, recruitment, safety measures, and specialized services contractors.

Due to ongoing labor and employment matters, security measures, and employee engagement services, there is a need to transfer budget funds in order to pay for AHR-related expenses incurred or to be incurred before the end of FY 2025-26.

Proposal

This item requests a transfer of \$320,000 from the General Fund Undesignated (Unassigned) Fund Balance to DG-AHR's FY 2025-26 Budget, Services and Supplies Major Object and to AHR's FY 2025-26 Budget, Services and Supplies Major Object.

The transfer of \$280,000 to DG-AHR's FY 2025-26 Budget, Services and Supplies Major Object, Professional and Special Services Account will cover outside legal counsel and consultation services for labor and employment matters, as well as security and insurance brokerage service expenses. The remainder of the transfer amount (\$40,000) will go to the Professional and Special Services Account of AHR's FY 2025-26 Budget, Services and Supplies Major Object. These funds will be used to cover consulting services relating to compliance with state and federal workplace laws.

Resource Impacts

Sufficient funds are available from the General Fund Undesignated (Unassigned) Fund Balance.