



City of Arts & Innovation

# City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: APRIL 7, 2026  
FROM: LIBRARY DEPARTMENT      WARDS: ALL  
SUBJECT: ACCEPT LIBRARY MINOR GIFT FUNDS IN THE AMOUNT OF \$28,378.59 AS DESIGNATED FOR LIBRARY MATERIALS, PROGRAMS AND SERVICES – SUPPLEMENTAL APPROPRIATION

**ISSUES:**

Accept \$28,378.59 from the Library Minor Gift Fund and authorize a supplemental appropriation in the total amount of \$28,378.59 for use by the Library for materials, programs, and services.

**RECOMMENDATIONS:**

That the City Council:

1. Accept \$28,378.59 from the Library Minor Gift Fund to pay for Library materials, programs, and services; and
2. With at least five affirmative votes, authorize the Chief Financial Officer, or designee, to record an increase in revenue and a supplemental appropriation in the amount of \$28,378.59 in the Grants & Restricted Programs Fund, Library Gift revenue and expenditure accounts, sourced from the Special Deposits Fund from the Library donation account.

**BACKGROUND:**

The City Charter requires all City funds, including private donations, to be deposited into the City Treasury. Gift and trust funds are held in a Library Minor Gift Fund account pending appropriation.

**DISCUSSION:**

The Library Department is requesting to appropriate the gift and trust funds to the General Fund for use by the Library for materials, programs, and services.

All trust and gift fund donations are expended on materials, programs, and services to benefit the public use of the Riverside Public Library System.

**FISCAL IMPACT:**

The fiscal impact of this action is an increase in revenues and expenditures in the amount of \$28,378.59. Upon City Council approval, an increase in revenue and a supplemental

appropriation in the amount of \$28,378.59 will be recorded in the Grants and Restricted Programs Fund, Library Gift revenue and expenditure account as indicated in Table 1 below. The source of the funds is donations held within the Special Deposit Fund as indicated in Table 2 below.

**Table 1. Supplemental Appropriation**

<b>Fund</b>	<b>Account Name</b>	<b>Account</b>	<b>Amount</b>
Grants & Restricted Programs Fund	<i>Revenue</i>		
	Library Gift & Trust	5145001-374222	\$28,378.59
	<i>Expenditures</i>		
	Library Gift & Trust	5145001-450201	\$28,378.59
	<b>Total Expenditures</b>		<b>\$28,378.59</b>

**Table 2. Funding Source**

<b>Fund</b>	<b>Account Name</b>	<b>Account</b>	<b>Amount</b>
Library Minor Gift	Library System	0000722-225405	\$28,378.59
<b>Total</b>			<b>\$28,378.59</b>

Prepared by:	Jorge Rocha, Principal Management Analyst
Approved by:	Erin Christmas, Library Director
Certified as to availability of funds:	Julie Nemes, Interim Finance Director
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form:	Rebecca McKee-Reimbold, Interim City Attorney