



City of Arts & Innovation

Board of Library Trustees

TO: BOARD OF LIBRARY TRUSTEES

DATE: JANUARY 22, 2018

FROM: RIVERSIDE PUBLIC LIBRARY

SUBJECT: UPDATE ON CURRENT LIBRARY SECURITY GUARD SERVICES

ISSUE:

Receive an update regarding the reduction in security guard services implemented earlier this year due to budgetary constraints.

RECOMMENDATIONS:

That the Board of Library Trustees receive an update on the current level of security guard services in the library system.

BACKGROUND:

On September 26, 2016, the Library implemented additional security guard service at Spc. Jesus S. Duran Eastside and La Sierra Library locations to provide the public and staff greater security. The Spc. Jesus S. Duran Eastside location, existing service increased from part-time to full time and the La Sierra location, received new full time service. In order to pay for the additional expense at these locations, the Library requested to defund one full time Library Assistant position. The funding from this position amounted to approximately \$62,609 in FY2016/17 and \$66,481 in FY2017/18.

In addition, a number of security incidents at various library locations occurred which prompted the need for supplemental funds for additional security guard services. The City provided a supplemental *one-time* budgetary increase of \$40,000 for FY2016/17. This one-time budget increase was used to support the increased security guard presence at Spc. Jesus S. Duran Eastside and La Sierra. Additionally, it was used for one full time guard at Arlington; and one part-time guard at Marcy.

DISCUSSION:

During the most recent three fiscal years, the Library has budgeted approximately \$103,000 for security guard services. This funding paid for the following: one full time guard at Main Library; one part-time guard at Arlanza Library; one part-time guard at Spc. Jesus S. Duran Eastside Library. The additional funding from the defunding of the Library Assistant position (\$62,609)

and the one-time City supplemental increase (\$40,000) provided the library with added security guard services. Security service at Spc. Jesus S. Duran Eastside Library was increased to full-time on September 26, 2016. A security guard was added to Arlington Library as of February 6, 2017 and one part-time guard was added to Marcy on February 6, 2017.

The one-time funding of \$40,000 enabled the library to increase security services on a *temporary basis*, and when depleted, a reduction in security services commensurate with this funding amount was required. After careful analysis and review, the decision was made to reduce security services at La Sierra and Arlanza locations effective October 1, 2017.

Both of these locations experienced significantly less incidents in comparison with the other library locations with security service. Library Administrative staff have maintained close monitoring of both locations concerning incidents, and have not found any significant negative impacts. Administrative staff will continue to closely monitor and work with staff at all locations to provide a secure and safe environment for staff and the public.

Listed below is a summary of security guard changes implemented over the past year:

2017 Changes in Security Service							
Main	Arlington	Arlanza	Marcy	Spc. Jesus S. Duran Eastside	Orange Terrace	La Sierra	SSgt Salvador J. Lara Casa Blanca
Full-Time Service	Full-Time Service Eff. 2/6/17	Eliminated Eff. 10/1/17	Part-Time Service Eff. 2/6/17	Increase from Part-Time to Full-Time Eff. 9/26/16	No Service	Full-Time Eff 9/26/16. Eliminated 10/1/17	No Service

The defunding of the full-time Library Assistant position (\$62,609) from FY2016/17 and (\$66,481) from FY2017/18, and a one-time \$40,000 supplement from the City has allowed the Library to increase security guard service by adding one full-time guard at the Arlington Library location. This action removed a full time staff position from Library staffing levels which impacts Library program and services and allowed the Department to increase the security guard presence at the Spc. Jesus S. Duran Eastside Library from part-time to full-time.

FISCAL IMPACT:

There is no fiscal impact related to the receipt of this informational update.

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