



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: JULY 16, 2019**

**FROM: LIBRARY DEPARTMENT      WARDS: ALL**

**SUBJECT: LIBRARY TRUST FUNDS IN THE AMOUNT OF \$190,000.00 AND GIFT FUNDS  
IN THE AMOUNT OF \$87,850.41 AS DESIGNATED FOR LIBRARY MATERIALS,  
PROGRAMS AND SERVICES – TOTAL SUPPLEMENTAL APPROPRIATION IN  
THE AMOUNT OF \$277,850.41**

## **ISSUES:**

Accept \$190,000.00 from the Library Trust Fund and \$87,850.41 from the Library Minor Gift Fund, authorize a supplemental appropriation of library trust funds in the amount of \$190,000.00 to Library Trust Fund Expenditure Account 5415001-450200 and authorize a supplemental appropriation of library gift funds in the amount of \$277,850.41 to Library Gift Fund Expenditure Account 5145001-450201 for use by the Library for materials, programs and services.

## **RECOMMENDATIONS:**

That the City Council:

1. Accept \$190,000.00 from the Library Trust Fund and \$87,850.41 from the Library Minor Gift Fund;
2. Authorize an increase in estimated revenue in the amount of \$190,000.00 into Grants and Restricted Programs (Fund 215) revenue account 5145001-374222 for funds to be transferred from Library Trust Account 0000722-225466 and appropriate expenditures in the same amount in the Fund 215 Library Trust Fund Expenditure Account 5145001-450200; and
3. Authorize an increase in estimated revenue in the amount of \$87,850.41 into Grants and Restricted Programs (Fund 215) revenue account 5145001-374222 for funds to be transferred from designated accounts: Friends Revenue Account 0000722-225401 in the amount of \$53,183.44, Library System Account 0000722-225405 in the amount of \$14,000.00; Administrative Interest Account 0000722-225402 in the amount of \$2,335.97; Maxine Tate Library Fund Account 0000722-225404 in the amount of \$13,716.00; Vanderzyl Fund Account 0000722-225406 in the amount of \$4,615.00, and appropriate expenditures in the total amount of \$87,850.41 in the Fund 215 Library Gift Fund Expenditure Account 5145001-450201.

**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 to the General Fund.

**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. Upon City Council authorization, all expenses from appropriated Trust Funds will be paid from the City expenditure Account No. 5145001-450200. All expenses from appropriated Gift Funds will be paid from the City expenditure Account No. 5145001-450201.

**FISCAL IMPACT:**

There is no General Fund impact associated with the recommended action in this report. Sufficient funding is available for appropriation in the Library Minor Gift Fund accounts and the Library Trust Account.

Upon City Council authorization, the total amount of \$277,850.41 will be transferred into the Grants and Restricted Programs (Fund 215) Revenue Account 5145001-374222 and appropriated to the designated Fund 215 Library Expenditure Accounts as described in the table below.

<b>Minor Gift Fund Accounts</b>	<b>Expenditure Account</b>	<b>Amount</b>
Friends of the Library Donations - 0000722-225401	5145001-450201	\$53,183.44
Administrative Interest – 0000722-225402	5145001-450201	\$2,335.97
Maxine Tate Library Fund – 0000722-225404	5145001-450201	\$13,716.00
Library System – 0000722-225405	5145001-450201	\$14,000
Vanderzyl Fund – 0000722-225406	5145001-450201	\$4,615.00
Library Trust – 0000722-225466	5145001-450200	\$190,000.00
<b>Total</b>		<b>\$277,850.41</b>

All Trust and Gift Fund donations are expended on materials, programs and services to benefit the public use of the Riverside Public Library System.

Prepared by: Erin Christmas, Library Director  
 Certified as to  
 availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer  
 Approved by: Lea Deesing, Assistant City Manager  
 Approved as to form: Gary G. Geuss, City Attorney