



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: APRIL 27, 2021
FROM: MUSEUM DEPARTMENT WARDS: ALL
SUBJECT: ACCEPT GIFT FUND DONATION IN THE AMOUNT OF \$50,000

ISSUE:

Approve the acceptance of a monetary gift in the amount of \$50,000 from a private couple, restricted for rehabilitation of the National Historic Landmark Harada House.

RECOMMENDATION:

That the City Council approve the acceptance of a monetary gift in the amount of \$50,000 from a private couple, restricted for rehabilitation of the National Historic Landmark Harada House.

BOARD RECOMMENDATION:

At a virtual meeting on February 24, 2021, the Museum of Riverside Board, with eight (8) of its nine (9) members present for this vote, unanimously agreed to recommend that the City Council approve acceptance of a monetary gift in the amount of \$50,000 from a private couple, restricted for the rehabilitation of the National Historic Landmark Harada House.

BACKGROUND:

The City Charter requires all City funds, including private donations, be deposited into the City Treasury. All gift fund expenditures are paid from a General Fund expenditure account after the City Council considers the necessary appropriation. Gift fund donations are held in a Museum donations account, pending appropriation to the General Fund.

The Museum receives monetary donations from various individuals, groups, and private foundations.

The City of Riverside's Administration Manual includes a section governing donation acceptance (06.011.00), which notes that gift acceptance for the Museum is governed by Section 808(f) of the City Charter and Section 2.12.020(f) of the Riverside Municipal Code (RMC). The Standing Rules of the Museum of Riverside Board collate Charter and RMC content and augment it.

The RMC and Standing Rules were amended and approved pursuant to Ordinance No. 7496 on November 19, 2019. As a result of the amendments, it is now Section 2.12.020(e) that addresses gift acceptance. Board powers are identified as:

Make recommendations regarding the acceptance or rejection of proposed gifts of money specifically designated for the museum's purposes, as follows: acceptance of monetary donations valued at \$2,500 or below may be approved by the Museum Director; acceptance of monetary donations valued more than \$2,500 and up to \$25,000 may be approved or declined by the Board or the City Chief Financial Officer/City Treasurer; monetary donations valued more than \$25,000 must be approved by City Council upon recommendation by the Board.

DISCUSSION:

In November 2019, the Harada House Foundation (HHF) launched a \$6.5 million fundraising campaign for the rehabilitation of Harada House, its interpretation, and to create an endowment for long-term stewardship. Since then, the three entities established to accept monetary support for this and other Museum projects—the HHF, the Riverside Museum Associates, and the Museum itself—have received gifts and grants to advance the Harada campaign.

All monetary gifts received by the Museum in 2020 were donated with restrictions to use the funds for the Harada House project. The funds will contribute toward a 1:1 match requirement for the federal "Save America's Treasures" grant of \$500,000, received by the Museum of Riverside / City of Riverside in August 2020 to begin the rehabilitation of Harada House. Of the gifts that came directly to the Museum, one gift of \$50,000, made on November 10, 2020 by a private couple, requires City Council approval.

All funds received to date have been deposited in the interest-bearing account held by the City and restricted for use on Harada House at the direction of the Museum.

FISCAL IMPACT:

The fiscal impact associated with this report is an increase to the Special Deposits Fund, Museum's Harada House Donations account (0000721-225468) in the amount of \$50,000.

Prepared by: Robyn G. Peterson, Museum Director
Certified as to
Availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer
Approved by: Moises Lopez, Deputy City Manager
Approved as to form: Kristi J. Smith, Interim City Attorney

Attachment: Museum of Riverside Board Meeting Minutes, February 2021