



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL** **DATE: MAY 25, 2021**

**FROM: RIVERSIDE PUBLIC LIBRARY** **WARDS: ALL**

**SUBJECT: DONATION OF \$45,000 FROM RIVERSIDE PUBLIC LIBRARY FOUNDATION FOR LAPTOP KIOSKS AT THE NEW MAIN LIBRARY – SUPPLEMENTAL APPROPRIATION**

## **ISSUES:**

Accept \$45,000 donation from the Riverside Public Library Foundation for laptop kiosks at the new main library and supplemental appropriation in the same amount.

## **RECOMMENDATIONS:**

That the City Council:

1. Accept the donation of \$45,000 from the Riverside Public Library Foundation for laptop kiosks at the new main library; and
2. With at least five affirmative votes, and upon receipt of the donation, authorize the Chief Financial Officer, or his designee, to record an increase in estimated revenues and supplemental appropriation in the Grants and Restricted Programs Fund Library Gift & Trust revenue and expenditure accounts to pay for the laptop kiosks.

## **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 Library Minor Gift Fund pending appropriation to the General Fund.

The Riverside Public Library Foundation Annual Campaign raised funds to pay for laptop kiosks at the New Main Library.

## **DISCUSSION:**

The laptop kiosk is a free-standing kiosk, which will enable customers to conveniently check out laptops with the use of their library card. The \$45,000 will assist with costs associated with the purchase and installation of the library laptop kiosks.

**FISCAL IMPACT:**

The fiscal impact of this recommendation is \$45,000. Upon City Council approval, the donated funds will be moved from the Special Deposits Fund Library System Account 0000722-225405 to the Grants and Restricted Programs Fund Library Gift & Trust revenue account 9990500-374222 and an appropriation will be recorded in the Grants and Restricted Programs Fund Library Gift & Trust expenditure account 9990500-425400.

Prepared by: Erin Christmas, Library Director  
Certified as to  
availability of funds: Edward Enriquez Chief Financial Officer/City Treasurer  
Approved by: Moises Lopez, Assistant City Manager  
Approved as to form: Kristi J. Smith, Interim City Attorney