



# City Council Memorandum

*City of Arts & Innovation*

**TO: HONORABLE MAYOR AND CITY COUNCIL**      **DATE: MAY 20, 2025**  
**FROM: FINANCE DEPARTMENT**      **WARDS: ALL**  
**SUBJECT: ACCEPTANCE OF DONATIONS UP TO \$25,000 FOR CALENDAR YEAR 2024**

**ISSUE:**

Receive and file the listing of donations accepted by City departments for calendar year 2024.

**RECOMMENDATION:**

That the City Council receive and file the listing of donations received by City departments for calendar year 2024.

**BACKGROUND:**

A gift of donation is defined as any item of value given to the City by a donor who expects nothing significant of value in return, other than recognition and disposition of the gift in accordance with the donor's wishes. Donations are not considered grants. Grants, contracts, and cooperative agreements are externally funded activities in which the City and the sponsor enter into a formal written agreement. A sponsored project may be considered a transaction involving a specified statement of work and a related, reciprocal transfer of something of value.

Except for donations made to the Library and Museum, which are governed by Section 808(f) of the City Charter and Section 2.12.020(F) of the Riverside Municipal Code, respectively, all other donations to the City are submitted for consideration and acceptance. Donations valued at \$2,500 or below may be accepted by the Department Director or, in the case of Elected Officials, by the elected individual or the individual's designated representative; donations with a value greater than \$2,500 and up to \$25,000 may be accepted by the Chief Financial Officer/City Treasurer; and donations valued more than \$25,000 may be accepted by the City Council.

**DISCUSSION:**

During calendar year 2024, the Department Directors and the Chief Financial Officer/City Treasurer accepted a total of \$53,767.93 in monetary and in-kind donations. Attached is the list of donations accepted by the department during the calendar year 2024.

## **STRATEGIC PLAN ALIGNMENT:**

This item contributes to Strategic Priority 5 – High Performing Government and Goal 5.3 – Enhance communication and collaboration with community members to improve transparency, build public trust, and encouragement shared decision making.

1. **Community Trust** – The Donations Detail Listing enhances transparency by sharing donation amounts, purpose, receiving departments, and the donor of funds for the calendar year.
2. **Equity** – This report is neutral towards this cross-cutting thread.
3. **Fiscal Responsibility** – The Donations Detail Listing demonstrates fiscal responsibility through the review of donated funds for the calendar year and mitigates the need for additional financial support requests by the receiving department.
4. **Innovation** – This report is neutral towards this cross-cutting thread.
5. **Sustainability & Resiliency** – The Donations Detail Listing provides insight of donated funds to departments complements financial needs within the departments.

## **FISCAL IMPACT:**

There is no fiscal impact related to this report.

Prepared by:	Ryan Carter, Controller
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Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Edward Enriquez, Assistant City Manager/Chief Financial Officer/ City Treasurer
Approved as to form:	Rebecca McKee-Reimbold, Interim City Attorney

Attachment: Donations Detailed Listing for 2024