



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: AUGUST 11, 2026

FROM: LIBRARY DEPARTMENT WARDS: ALL

SUBJECT: ACCEPT LIBRARY MINOR GIFT FUNDS IN THE AMOUNT OF \$446,141 AS DESIGNATED FOR LIBRARY MATERIALS, PROGRAMS AND SERVICES – SUPPLEMENTAL APPROPRIATION/INTERFUND TRANSFER

ISSUES:

Accept \$446,141 from the Library Minor Gift Fund and authorize a supplemental appropriation and interfund transfer in the total amount of \$446,141 for use by the Library for materials, programs, and services.

RECOMMENDATIONS:

That the City Council:

1. Accept \$446,141 from the Library Minor Gift Fund to pay for Library materials, programs, and services; and
2. With at least five affirmative votes, authorize the Chief Financial Officer, or designee, to record an interfund transfer from the Library Minor Gift Fund to the Grants and Restricted Programs Fund in the amount of \$311,415, an increase in revenue in the Grants and Restricted Programs Fund of \$134,726, and a supplemental appropriation in the amount of \$446,141 in the Grants & Restricted Programs Fund, Library Gift & Trust expenditure accounts, sourced from the Special Deposits Fund.

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.

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.

All trust and gift fund donations are expended on materials, programs, and services to benefit the public use of the Riverside Public Library System.

FISCAL IMPACT:

The fiscal impact of this action is \$446,141. Upon City Council approval, an interfund transfer, revenue recording and supplemental appropriations will be recorded as outlined in Table 1 below. The source of the funds is donations held within the Special Deposits Fund as indicated in Table 2 below.

Table 1. Supplemental Appropriation

Fund	Account Name	Account	Amount
Library Minor Gift	<i>Transfer Out</i>		
	Library Gift & Trust Fund Reserves Transfer Out	9937xxx-990215	\$311,415
Grants & Restricted Programs Fund	<i>Revenue/Transfer In</i>		
	Library Gift & Trust Revenue	5145001-374222	\$134,726
	Library Gift & Trust Revenue	5145001-985722	\$311,415
	<i>Expenditures</i>		
	Library Trust Funds Expenditures	5145001-450200	\$134,726
	Library Gift Funds Expenditures	5145001-450201	\$311,415
	Total Expenditures		\$446,141

Table 2. Funding Source

Fund	Account Name	Account	Amount
Library Minor Gift	Library Trust	0000722-225466	\$134,726
	Maxine Tate Library Fund	9937300-299320	\$13,000
	Vanderzyl Fund	9937500-299322	\$4,000
	Friends Revenue	9937200-299319	\$24,000
	Library System	9937400-299321	\$270,415
Total			\$446,141

Prepared by: Jorge Rocha, Principal Management Analyst
 Approved by: Erin Christmas, Library Director
 Certified as to availability of funds: Julie Nemes, Finance Director
 Approved by: Kris Martinez, Assistant City Manager
 Approved as to form: James Johnson, City Attorney