



City of Arts & Innovation

Board of Library Trustees

TO: BOARD OF LIBRARY TRUSTEES **DATE: FEBRUARY 12, 2024**
FROM: RIVERSIDE PUBLIC LIBRARY **WARDS: ALL**
SUBJECT: SUMMARY OF SECURITY/INCIDENT REPORTS

ISSUE:

Receive a summary of security/incident reports from December 2023

RECOMMENDATION:

That the Board of Library Trustees receive and file the summary of security/incident reports from December 2023.

BACKGROUND:

The Riverside Public Library has established Rules of Library Conduct Identified and Prohibited by the Riverside Municipal Code Section 9.75 for successful running of its facilities, to maintain an appropriate library environment, and to ensure customers enjoy their Library visits. Library employees, in consultation with their supervisor, are authorized to issue warning and exclusion notices for violations to the Rules of Library Conduct (attached).

An itemized summary below provides a brief description of the incidents, warning and exclusion notices that occurred at all Riverside Public Library locations from December 2023.

Arlanza, La Sierra, and SSgt Salvador J. Lara Casa Blanca

There were no incidents reported.

Arlington

12/14/23 Incident report and exclusion notice issued to two individuals for 60 days for using the restroom inappropriately, vandalizing, damaging or abusing library facilities.

Spc. Jesus S. Duran Eastside

12/19/23 Incident report and exclusion notice issued to individual for 30 days for disturbing others after being warned to stop including loud or unreasonable noise.

Main

- 12/8/23 Incident report and exclusion notice issued to individual for 180 days for going through another customer's personal belongings without permission.
- 12/10/23 Incident report of individual who got their hand stuck in the elevator door. Medical attention was declined.
- 12/12/23 Incident report of individual sleeping in the library. A previous exclusion notice was issued for 30 days for sleeping in the library. Exclusion notice issued for another 90 days for sleeping in the library.
- 12/14/23 Incident report and exclusion notice issued for 365 days to individual for smoking on library property, carrying a knife in the library and harassing or threatening library staff or customer.
- 12/14/23 Incident report and exclusion notice issued for 30 days to individual for harassing or threatening library staff or customer.
- 12/15/23 Incident report and exclusion notice issued for 365 days to individual for disturbing others after being warned to stop including loud or unreasonable noise, harassing or threatening library staff or customer.
- 12/21/23 Incident report and exclusion notice issued to individual for 60 days for harassing or threatening library staff or customer.
- 12/26/23 Incident report and exclusion notice issued to individual for 365 days for disturbing others after being warned to stop including loud or unreasonable noise, harassing or threatening library staff or customer.
- 12/26/23 Incident report and exclusion notice issued to individual for 180 days for disturbing others after being warned to stop including loud or unreasonable noise and harassing or threatening library staff or customer.

Marcy

- 12/28/23 Incident report and exclusion notice issued to two individuals for 30 days for disturbing others after being warned to stop including loud or unreasonable noise.

Orange Terrace

- 12/8/23 Incident report and exclusion notice issued for 30 days to individual for vandalizing, damaging or abusing library materials, equipment or facilities, running, and horseplay knocking over a chair.

**Indicates police interaction.*

STRATEGIC PLAN ALIGNMENT:

This item contributes to Strategic Priority No. 1 *Arts, Culture & Recreation* and Goal 1.4 –

Prioritize safety and welfare in City Parks, trails, and cultural and recreation facilities. Strategic Priority No. 2 Community Well-Being: Ensure safe and inclusive neighborhoods where everyone can thrive.

This item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – The incident report is used to identify trends in fluctuations of warnings and exclusions issued to patrons that violate the Rules of Library Conduct identified and prohibited by the Riverside Municipal Code Section 9.75 to enhance security measures for public safety.
2. **Equity** – The Library endeavors to provide a safe environment to all its customers.
3. **Fiscal Responsibility** – The Library's financial resources are not used for the incident report.
4. **Innovation** – The Library in collaboration with partnerships with the Riverside Police Department and the City Attorney's Office to coordinate effective enforcement of major violations of the Riverside Municipal Code Section 9.75.
5. **Sustainability & Resiliency** – The Library, City Attorney's Office and the Board of Library Trustees regularly review the Rules of Library Conduct to ensure that the Rules of Library Conduct are current with local, state, and federal laws.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by:	Angela Henson, Senior Management Analyst
Approved by:	Erin Christmas, Library Director
Certified as to	
Availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form:	Phaedra A. Norton, City Attorney

Attachment: RMC Section 9.75 – Rules of Library Conduct