

# CITY OF PALM DESERT STAFF REPORT

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MEETING DATE: January 25, 2024

PREPARED BY: Gary Shaffer, Director of Library Services

REQUEST: APPROPRIATE FUNDS TO COVER COSTS ASSOCIATED WITH  
VARIOUS NECESSARY LIBRARY IMPROVEMENTS

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## **RECOMMENDATION:**

Authorize Director of Finance to appropriate funds to Account No. 4524136-4400100 in the amount of \$692,000.

## **BACKGROUND/ANALYSIS:**

The City is taking over local library services from the County of Riverside and its library operator LSS, beginning July 1, 2024. While plans are underway to construct a new library, library services will need to be proffered from the existing facility located on the College of the Desert campus. In order to prepare the space, the City's Library Task Force requests that City staff conduct a light refresh of the space to include new paint, some new carpet, along with new furniture, fixtures, and equipment. Much, if not all the new furniture and equipment will be able to be relocated to the new facility once open.

To conduct this refresh, City staff recommends an appropriation from available fund balance in the Library Improvement Fund.

## **Legal Review:**

This report has been reviewed by the City Attorney's office.

## **FINANCIAL IMPACT:**

The current fund balance available in the Library Improvement Fund is \$692,000, therefore staff is requesting an appropriation to Account No. 4524136-440100 for the full amount.