

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: October 12, 2023

PREPARED BY: Chris Escobedo, Assistant City Manager

REQUEST: RESOLUTION WITHDRAWING FROM THE RIVERSIDE COUNTY LIBRARY SYSTEM, ASSUMING THE PROVISION OF LIBRARY SERVICES IN PALM DESERT, AND INDICATING ITS INTENT TO ESTABLISH AN INDEPENDENT MUNICIPAL LIBRARY - BUDGET APPROPRIATION AND TRANSFER

RECOMMENDATION:

1. Adopt a resolution entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM DESERT, CALIFORNIA, WITHDRAWING FROM THE RIVERSIDE COUNTY LIBRARY SYSTEM, ASSUMING THE PROVISION OF LIBRARY SERVICES IN THE CITY OF PALM DESERT, AND INDICATING ITS INTENT TO ESTABLISH AN INDEPENDENT MUNICIPAL LIBRARY."
2. Appropriate a total of \$1,321,527 to Library Account Fund (252) in the respective accounts listed below.
3. Authorize transfer of \$1,321,527 from unobligated General Fund Reserves to Library Services Account Number 2520000-391000.

BACKGROUND/ANALYSIS:

The City is currently part of the Riverside County Library System, a county-free library system established pursuant to the Education Code. The following is a timeline of recent events relative to library services:

- April 4, 2023 - Parks and Recreation Committee established a subcommittee to study issues related to library operations.
- May 2, 2023 - Parks and Recreation Committee made recommendations to the City Council including enhancing levels of services or taking over the management of the library.
- May 11, 2023 - Recommendations were presented to the City Council which directed City staff to research the option of assuming complete control of the Palm Desert Library and operating it as a municipal library.
- June 8, 2023 - City Council voted to form a Library Taskforce to provide community input into the process.
- June 22, 2023 - City Council received a presentation and research updates from City staff, after which the City Council unanimously voted to endorse the formation of a City of Palm Desert municipal library.

City of Palm Desert
Resolution Withdrawing from the Riverside County Library System

California Education Code requires the City Council to formally adopt the attached resolution, which is then sent to the County Board of Supervisors and California State Board of Equalization. As required by the Education Code, notice of the City's intent to withdraw from the Riverside County Library System has been published once a week for two successive weeks. City staff have been working with County staff in negotiating the terms of withdrawal. This includes finalizing the anticipated annual revenue amount, assuming the County's lease of the library building and agreement on the personal property within the library. The City will assume operations July 1, 2024, and has recently hired a Director of Library Services to assist the City in getting ready to operate a municipal library next year.

The City's Library Taskforce has established subcommittees, engaging in site location review for a future City-owned library, and has been involved in the recruitment of the new Director of Library Services. Staff will be bringing on board a consultant team to assist in developing service levels, staffing models, and incorporating best practices in the creation of the new municipal library.

Legal Review:

This report has been reviewed by the City Attorney's office and staff worked with the City Attorney's office in drafting the attached resolution.

FINANCIAL IMPACT:

Beginning July 1, 2024, the City will begin receiving a negotiated \$2.6 million in annual property tax and redevelopment pass-thru revenue. These funds will be redirected to the City for general services to support the library, in lieu of the County Library. Establishing a budget during the 2023-24 fiscal year will allow the City to begin the transition of staffing and procurements needed to assume full operations next fiscal year.

FY 2023-24 Proposed Budget	Account Number	Library Services
Salaries-Full Time	252-XXXX-4100100	601,015
Salaries-Part Time	252-XXXX-4100101	250,000
Salaries-Overtime	252-XXXX-4100200	-
Retirement Contribution	252-XXXX-4111500	118,970
Medicare Contrb-Employer	252-XXXX-4111600	13,049
Retiree Health	252-XXXX-4111700	11,445
Ins Prem - Long Term Disab.	252-XXXX-4112000	4,449
Ins Prem - Health	252-XXXX-4112100	150,000
Ins Prem-Dental/Vision	252-XXXX-4112200	12,080
Ins Prem - Life	252-XXXX-4112400	1,519
Office Supplies	252-XXXX-4225200	1,000
Prof - Other	252-XXXX-4309000	150,000
Conf- Seminars- Workshops	252-XXXX-4312000	2,500
Local Meetings	252-XXXX-4312500	500
Printing / Duplicating	252-XXXX-4361000	2,500
Subscriptions/Publication	252-XXXX-4362000	500
Dues	252-XXXX-4363000	1,000
Telephones	252-XXXX-4365000	1,000

1,321,527

ATTACHMENTS:

1. Resolution
2. Public Hearing Notice