

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: April 25, 2024

PREPARED BY: Gary Shaffer, Director of Library Services
Anthony J. Mejia, City Clerk

REQUEST: INTRODUCTION OF AN ORDINANCE OF THE CITY COUNCIL, AMENDING CHAPTER 2.74 OF THE PALM DESERT MUNICIPAL CODE TO ESTABLISH A PALM DESERT LIBRARY BOARD OF TRUSTEES AND LIBRARY ADVISORY COMMITTEE AND MAKING A FINDING OF EXEMPTION UNDER CEQA

RECOMMENDATION:

Introduce an Ordinance entitled “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALM DESERT, CALIFORNIA, AMENDING CHAPTER 2.74 OF THE PALM DESERT MUNICIPAL CODE TO ESTABLISH A LIBRARY BOARD OF TRUSTEES AND LIBRARY ADVISORY COMMITTEE, AND MAKING A FINDING OF EXEMPTION UNDER CEQA.”

BACKGROUND/ANALYSIS:

On October 12, 2023, the City Council adopted Resolution No. 2023-047 withdrawing from the Riverside County Library System with the intent to establish an independent municipal library.

On February 15, 2024, the City Council adopted Ordinance No. 1408 adding Chapter 2.74 to the Palm Desert Municipal Code establishing the Palm Desert Public Library.

On March 28, 2024, the City Council conducted a Study Session regarding the formation of a Library Board of Trustees and Library Advisory Committee. The City Council provided initial feedback in support of the City Council, as the Library Board of Trustees, serving as the legislative body responsible for the Library and the creation of a new Library Advisory Committee. The City Council agreed to refer further discussion regarding the responsibilities of the Library Advisory Committee to the City Council Ad Hoc Committee on Boards and Commissions. The Ad Hoc Committee has reviewed the proposed ordinance and recommends approval.

Ordinance Highlights

- Library Board of Trustees (Board)
 - The City Council shall serve as the Library Board of Trustees with terms running concurrent with their respective terms of office on the City Council.
 - The Board shall be responsible for fiduciary and administrative oversight and establishing policies and long-term plans for the library.
 - Board meetings shall be held concurrently with regular City Council meetings, similar to the Housing Authority.

- Library Advisory Committee (Committee)
 - The Committee shall be composed of five community members with up to two alternate members (non-voting members).
 - The Committee may hold monthly regular meetings.
 - The Committee shall be responsible for: 1) providing input on the programming and space planning; 2) monitoring performance indicators, activities, and outcomes; 3) assisting staff in connecting with community groups and organizations; and 4) other functions as the Board may request.

In addition, the Committee shall be subject to Chapter 2.34, *Boards, Commissions, Committees, and Task Forces – General Provisions*. This chapter addresses the length of terms (4 years), the staggering of initial terms, roles and responsibilities, absences, and resignations.

Legal Review:

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

Environment Review:

This action is exempt under CEQA.

FINANCIAL IMPACT:

There is minimal financial impact associated with the recruitment and interviewing of applicants for the Library Advisory Committee. The City Clerk budget has sufficient funding for these activities.

ATTACHMENT:

1. Draft Ordinance