














San Francisco Public Library

FYs 2018 & 2019 Budget Priorities
October 20, 2016

Budget Calendar

Tasks	October	November	December	January	February	March	April	May	June	July	August
Budget Development											
Departmental Budget Proposal Development											
Commission Budget Priority Discussion											
City Work Order Development											
Commission Budget Proposal Discussions											
Commission Budget Proposal Approval											
Budget Submittal to Controller											
Budget Negotiations											
Mayor's Budget Office Negotiations											
Board of Supervisors Budget Negotiations											
Budget Finalization											
Board of Supervisors Budget Adoption											
Mayor Signs Budget											
Fund Availability											

Budget Background

- Rolling two-year budget
 - FY 18: July 1, 2017 – June 30, 2018
 - FY 19: July 1, 2018 – June 30, 2019
- Library Preservation Fund (LPF) estimates available in December 2016
- LPF Fund Balance: \$29.1M
- Current budget unknowns:
 - State's budget estimates
 - Labor MOU negotiation impact
 - Departmental Work Order Agreement changes
 - Proposition S voter approval
 - Library system hours assessment
- City biennial plans:
 - Five-Year Financial Plan
 - Ten-Year Capital Plan
 - Five-Year Information Technology Plan

SFPL Prior Cycle Budget Overview

	FY 16 Budget	FY 17 Budget	Change from FY 16	FY 18 Budget	Change from FY 17 Budget
Total Expenditures	\$117.1M	\$126.0M	\$8.9M	\$130.2M	\$4.2M
Total FTE	662	683	21	699	16

- Budget includes all proposals approved in February 2016

Sample of Investments by Strategic Priority Category ⁽¹⁾	FY 18 Investment Amount
Premier Urban Library:	
Implement User Experience space solutions for Main's Magazines & Newspapers Center	\$100,000
Literacy & Learning:	
Enhance adult collections (includes \$650K base addition in FY 17 during Mayor's Budget Phase)	\$1,260,336
Enhance youth collections	\$122,819
Youth Engagement:	
Add youth librarian staffing capacity branch-wide (new in FY 17; FY 18 figure is estimated annualized cost, MOU negotiation will impact actuals)	\$118,432
Increase Youth Service Aides at The Mix (new in FY 17; FY 18 figure is estimated annual ongoing cost)	\$60,608
Digital Strategy:	
Expand City Fiber to 10 more branches over two years	\$211,200
Replace core switch	\$280,000
Organizational Excellence:	
Develop & implement Main Library elevator repair and/or replacement program	\$500,000
Add Custodial Assistant Supervisor staffing capacity (1 new FT in FY 17 & FY 18; FY 18 figure includes both the annualized & new FT costs, MOU negotiation will impact actuals)	\$103,552
(1) See Attachment I for a full list of investments for FYs 17 & 18 by strategic priority category from February 2016	

SFPL Prior Budget Cycle Overview – cont.

- **Key budget changes during Mayor's budget phase:**
 - Additional LPF Revenues
 - Expansion of branch operating hours
 - Additional custodial and building and grounds patrol positions
 - Growth in the library collections
 - Enhancement of departmental training budget
 - Added analytic and public relations support
 - New vocational counselor services
 - Additional capital improvement monies
- **Total new FTEs by fiscal year:**
 - FY 17 → 27.11 FTE
 - FY 18 → 1.54 FTE (new only, excludes the annualized FTE count change for FY 17 new FTEs)

Notes: (1) Please see Attachment II for list of expenditure increases in Mayor's Budget Phase; and, (2) Please see Attachment III for all new positions by fiscal year.

Strategic Priorities

Premier Urban
Library

Literacy &
Learning

Youth
Engagement

Digital
Strategy

Partnerships
for Excellence

Organizational
Excellence











Budget Priorities

- Potential budget priorities for FYs 18 & 19:
 - Collections enhancement
 - Additional safety and security investments
 - Ongoing technology refreshment and enhancements
 - Staffing alignment
 - Capital asset management
 - Library collections inventory, infrastructure, and access

Budget Priorities

Other Budget Priorities?

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