



SAN FRANCISCO PUBLIC LIBRARY

FYs 24 & 25 Budget

Mike Fernandez, CFO

December 15, 2022

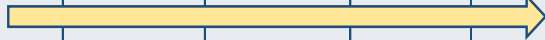
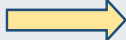
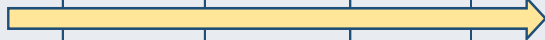
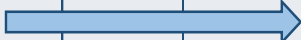
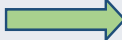
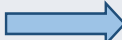
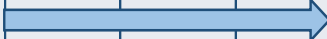
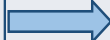
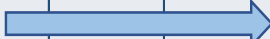
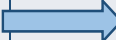
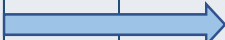


Budget Background

- Rolling two-year budget
 - FY24: July 1, 2023 – June 30, 2024
 - FY25: July 1, 2024 – June 30, 2025
- Expected mid-December:
 - Mayor's budget instructions
 - Library Preservation Fund (LPF) estimate
 - LPF Fund Balance estimate
 - City budget shortfall estimate update
- Other budget unknowns:
 - Departmental Work Order Agreements
 - Capital project needs



FY24 & FY25 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											



FY24 Uses by Division & Cost Center

Uses by Type (budget in millions)	FY24	% of Total
Labor	111.55	60%
Collections	22.16	12%
Svcs. Of Other Depts.	13.73	7%
Non-Personnel Svcs.	9.69	5%
City Grant to CBOs	0.64	0%
Materials & Supplies	3.69	2%
Capital	20.75	11%
Equipment	0.72	1%
Reserves	3.95	2%
Total	186.87	100%

Uses by Divisions (budget in millions)	FY24	% of Total
Branches	36.57	20%
Main	24.48	13%
Collections & Technical Services	29.40	16%
Community Programs & Partnerships	8.34	4%
Facilities	28.29	15%
Capital Projects	20.75	11%
IT	15.55	8%
Administration	23.49	13%
Total	186.87	100%

Budget as approved July 2022



FY24 & FY25 Budget Priorities



Non-Position Investments

SFPL Strategic Priority	Proposal Title	One-time/ Ongoing	FY24 Original	FY24 Proposed Change Amount (\$)	FY25 Proposed Change Amount (\$)	Total Proposed Change FY24 & 25
Facilities Maintenance & Infrastructure	Refresh Server Equipment	Ongoing	250,000	377,000	0	377,000
	Incorporate CPI into Capital State of Good Repair Funding	Ongoing	1,500,000	100,000	100,000	200,000
	Invest in Main Library Safety Enhancement Projects	One-Time	0	4,000,000		4,000,000
	Align Ocean View Project Funding	One-Time	15,000,000	1,000,000	4,500,000	5,500,000
Digital Strategies	Obtain DigiCenter Book Scanner for the Main Library	One-Time	0	89,000	0	89,000
Premier Urban Library	Replace Supplies to Support More Frequent Exhibitions	Ongoing	27,500	22,500	10,000	32,500
	Add a Laptop Kiosk at the Main Library	One-Time	0	34,000	0	34,000
Grand Total			16,777,500	5,622,500	4,610,000	10,232,500

Note: Preliminary Budget Proposals for Discussion



Position Investments

Strategic Priority	Proposal Title	FY24 Proposed FTE Change	FY24 Proposed Change Amount (\$)
Organizational Excellence	Increase Security Coverage to 7 days/week at Various Branches	1.50	185,376
	Increase Human Resources Analyst Capacity to Enhance Diversity Recruitment Efforts and Implement Diversity, Equity and Inclusion Recruitment Initiatives Under the Racial Equity Action Plan	0.79	162,833
	Enhance Human Resources Analyst Capacity to Measure Critical Metrics Including Diversity, Equity and Inclusion Data to Continuously Improve Human Resources Services	1.00	164,771
Premier Urban Library	Transition Health and Safety Associates (HaSA's) from Contract Workers to Library Staff	4.50	302,790
Literacy & Learning	Bookmobile Expansion to Meet Requests and Staff Full Weekend Hours	0.79	126,269
Youth Engagement	Bookmobile Expansion to Meet Requests and Staff Full Weekend Hours	0.79	95,748
Digital Strategies	Develop Media Services Team to Maintain Hybrid Programming and Support Return to Pre-COVID Programming	2.37	383,970
Grand Total		11.74	1,421,757

Notes: (1) Preliminary Budget Proposals for Discussion; (2) Labor Costs Include Salary and Fringe Benefit Costs





Looking Ahead

- December
 - Process Mayor's budget instructions
 - Controller's revenue & expenditure baseline data
 - Refine budget proposals in light of available funding
- January
 - Continue refining budget proposals
 - Review investments in collections
 - Library Commission budget review
- February
 - Library Commission budget approval
 - Budget submittal to Controller & Mayor



THANK YOU

Mike Fernandez
Chief Financial Officer
San Francisco Public Library

