



SAN FRANCISCO PUBLIC LIBRARY

FYs 24 & 25 Budget

Mike Fernandez, CFO

January 19, 2023



FY24 & FY25 Budget Calendar

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



Budget Environment

- City's Projected Budget \$728M Deficit
 - FY24: \$201M
 - FY25: \$527M
- Revenue Drivers:
 - Weakening Property, Transfer, and Business Tax
 - Strengthening Sales & Hotel Tax
- Expense Drivers:
 - Salaries & Benefits
 - Citywide Operating Costs
 - Baselines



Budget Environment

- Mayor's Budget Instructions
 - Prioritize economic recovery, improve public safety and street conditions, reduce homelessness and transform mental health service delivery, and accountability & equity in services and spending
 - General Fund Department reductions:
 - FY24: 5%, FY25: 8%
 - Library: balance to revenue
 - Maintain Mayoral Initiatives
 - Seek to substitute rather than add positions
 - Prepare for further weakening in the outlook.
- Library Preservation Fund (LPF) Estimates
 - FY24: \$179.0M, \$7.0M less than FY24 Adopted Budget
 - FY25: \$183.4M
 - FY23 Year End Fund Balance Estimate: \$30.2M



FY24 & FY25 Budget Priorities



Collections Detail

Proposed LPF Library Collections Budget Allocations

Item	FY 24 Base Bgt Amt	FY 24 Proposed Investment Amt	FY 24 Proposed Bgt Amt	% Change from FY 24 Base Bgt Amt	FY 25 Proposed Investment Amt	FY 25 Proposed Bgt Amt	% Change from FY 25 Proposed Bgt Amt
Adult Physical Budget	\$ 6,863,054	\$ -	\$ 6,863,054	0%	\$ -	\$ 6,863,054	0%
Youth Physical Budget	\$ 2,816,474	\$ -	\$ 2,816,474	0%	\$ -	\$ 2,816,474	0%
Starter Libraries	\$ 1,300,000	\$ -	\$ 1,300,000	0%	\$ -	\$ 1,300,000	0%
eCollections All Ages	\$ 10,988,225	\$ -	\$ 10,988,225	0%	\$ -	\$ 10,988,225	0%
Total	\$ 21,967,753	\$ -	\$ 21,967,753	0%	\$ -	\$ 21,967,753	0%

Notes:

- (1) FY24 base budget includes \$1,223,000 in on going funding added last budget cycle. (\$0.2M Adult Collections; \$0.5M eCollections; \$0.5M Giveaway)
- (2) The budget above is only LPF monies and does not include \$0.10M in Fuhrman or \$0.02M in other gift monies for the Collections budget.

FY24

- Continued funding for BIPOC representation in our circulating collection
- Continues increased funding for Giveaway projects
- Continues increased funding for eCollections

Literacy and Learning

Physical Collections

- Continued Support for Main, Branch, Bookmobile and Jail & Reentry Services (JARS) Collections.
- Ordering for Mission Opening Day Collection.
- Continue Audit collections to insure an increased representation of our BIPOC communities.
- Track circulation trends to prepare for next budget cycle.

Literacy Promotion

- Continue the expansion of the Scholar at Home program to include boxes for pre-K children.
- Continue funding for the successful Summer Together and BIPOC Everybody Reads programs from last summer.

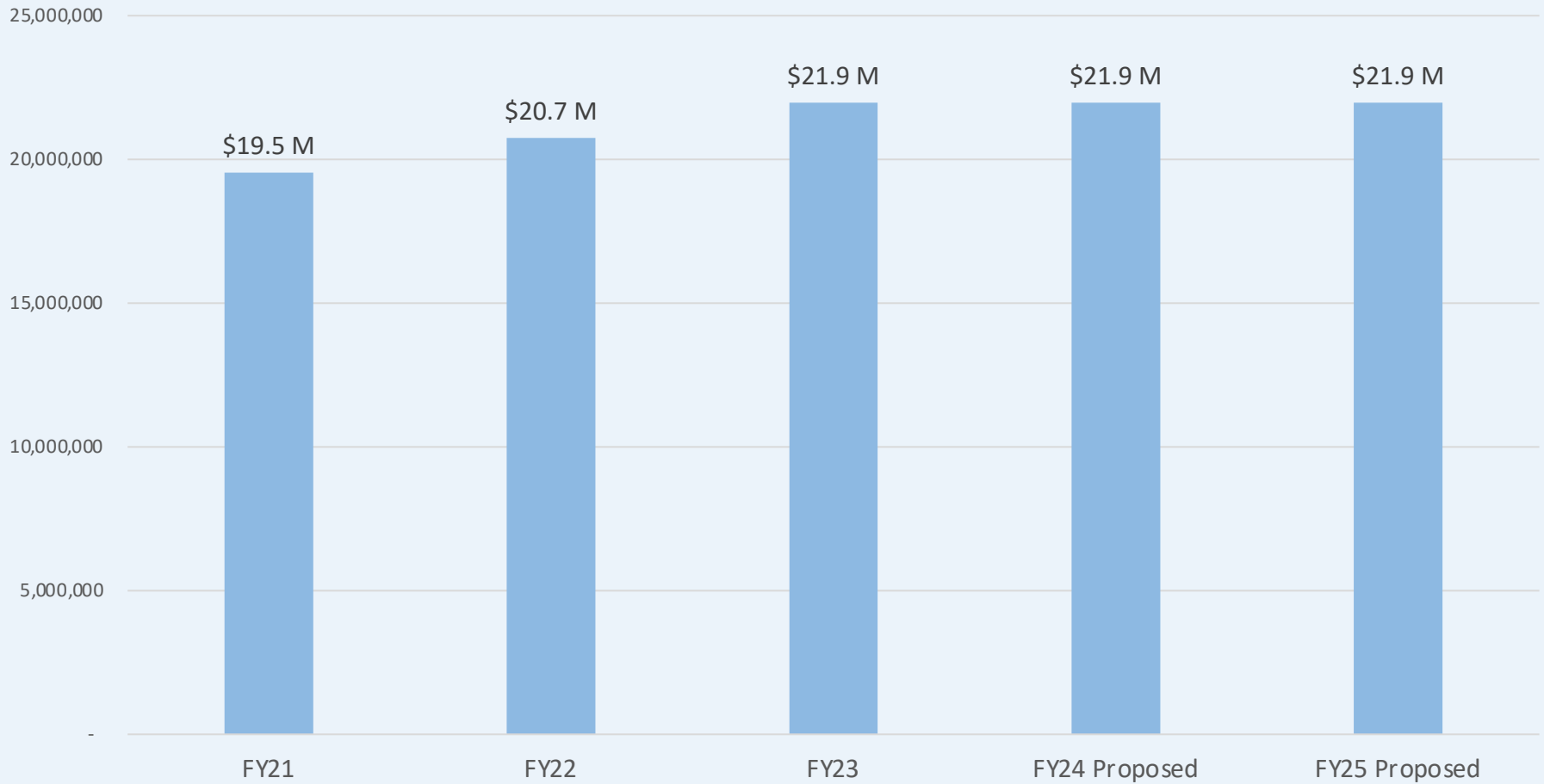
eCollections

- Popular Demand: eBooks & eMedia usage is down 10% from FY22, but still up 45% compared to FY19



5-Year Collections View

Collection Budget FY 21 - FY 25



Non-Position Investments

SFPL Strategic Priority	Proposal Title	One-time/ Ongoing	FY24 Original	FY24 Proposed Investment Amount	FY25 Proposed Investment Amount	Total Proposed FY24 & 25
Facilities Maintenance & Infrastructure	Replace and install AC in History Room at Main	One-Time	250,000	250,000		250,000
	Refresh Three Facility Division Vehicles Beyond Their Useful Life	One-Time		106,000		106,000
	Refresh server equipment	Ongoing	250,000	0	0	377,000
	Incorporate CPI into Capital State of Good Repair Funding	Ongoing	1,500,000	100,000	1,700,000	1,800,000
	Invest in Main Library Safety Enhancement Projects	One-Time	0	4,000,000		4,000,000
	Fund Ocean View Project Construction through FY25	One-Time	15,000,000	0	4,833,333	4,833,333
Organizational Excellence	Utilize an SF Fellow to analyze and enhance IT policies and procedures	One-Time	0	115,000		115,000
Digital Strategies	Obtain DigiCenter Book Scanner for the Main Library	One-Time	0	89,000	0	89,000
Premier Urban Library	Add a Laptop Kiosk at the Main Library	One-Time	0	34,000	0	34,000
	Expand Library Exhibitions	Ongoing	27,500	22,500		32,500
Youth Engagement	Youth Poet Laureate	Ongoing		30,000		60,000
Grand Total			17,027,500	4,746,500	6,533,333	11,696,833

Note: Preliminary Budget Proposals for Discussion



Position Investments

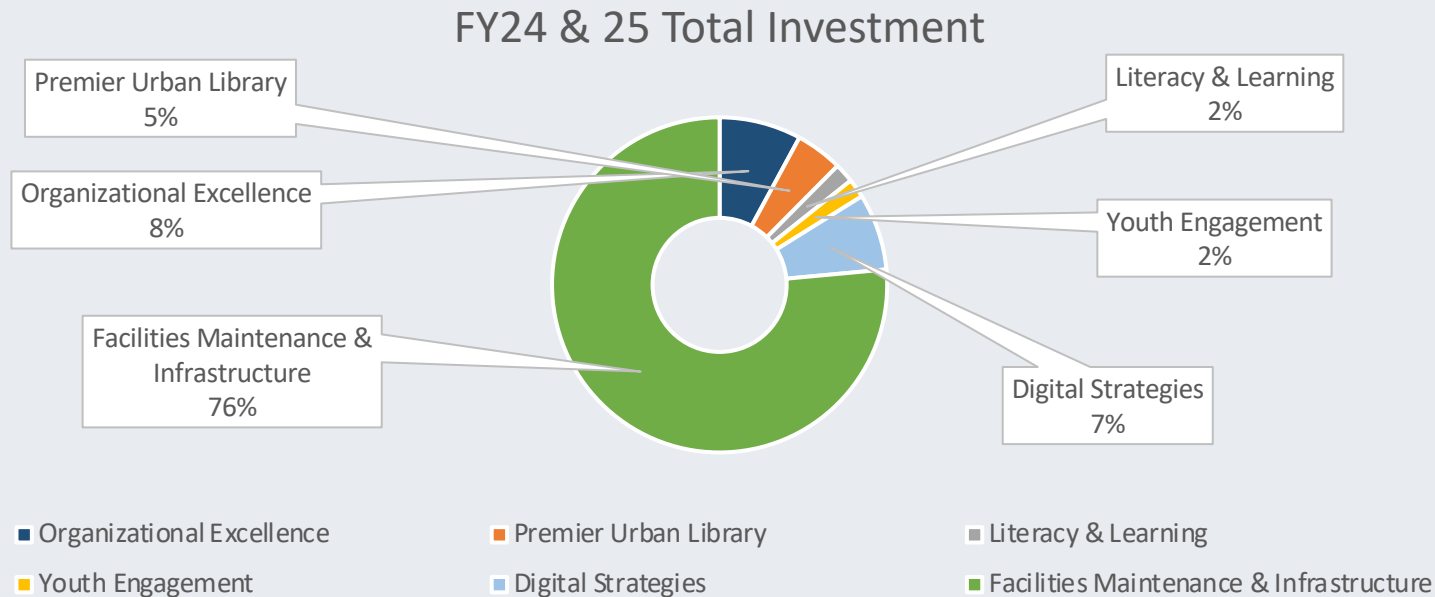
Proposal Title	Classification Title	FY24 Proposed FTE	FY24 Proposed Head Count	FY24 Proposed Investment	FY25 Proposed Investment
Increase Security Coverage to 7 days/week at Various Branches	Building And Grounds Patrol Officer	1.5	3	185,376	185,376
Increase Human Resources Analyst Capacity to Enhance Diversity Recruitment Efforts and Implement Diversity, Equity and Inclusion Recruitment Initiatives Under the Racial Equity Action Plan	Senior Human Resources Analyst	0.79	1	162,833	197,028
Enhance Human Resources Analyst Capacity to Measure Critical Metrics Including Diversity, Equity and Inclusion Data to Continuously Improve Human Resources Services	Administrative Analyst	1	1	164,771	164,771
Transition Health and Safety Associates (HaSA's) from Contract Workers to Library Staff	Public Service Aide	4.5	9	302,790	302,790
Bookmobile Expansion to Staff Full Weekend Hours	Librarian I	0.79	1	126,269	152,785
Bookmobile Expansion to Staff Full Weekend Hours	Library Assistant	0.79	1	95,748	115,855
Develop Media Services Team to Maintain Hybrid Programming and Support Return to Pre-COVID Programming	Media Production Apecialist	2.37	3	383,970	625,871
		11.74	19	1,421,757	1,744,477

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



Proposed New Investments Summary

	One-Time	Ongoing		Total
		Non-Position	Position	
FY24	4,594,000	152,500	1,421,757	6,168,257
FY25	4,833,333	1,700,000	1,744,477	8,277,810



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



Continuing Investments

- \$21.4M Capital Investments Included in FY24 Base
 - Ocean View \$15M
 - Chinatown \$3M
 - Building Maintenance Assessment \$2M
 - Information Technology Refresh \$0.7M
 - Elevator Assessment \$0.5M
 - Update Building Envelopes \$0.3M





Looking Ahead

- January
 - Continue refining budget proposals
 - Confirm Work Order Entries
- February
 - Library Commission budget approval
 - Budget submittal to Controller & Mayor



THANK YOU

Mike Fernandez
Chief Financial Officer
San Francisco Public Library

