



SAN FRANCISCO PUBLIC LIBRARY

FY 25 & 26 Budget

Mike Fernandez, CFO
San Francisco Public Library Commission
February 1, 2024



FY25 & FY26 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 Environment

- City's Projected Budget \$799M Deficit
 - FY24: \$245M
 - FY25: \$554M
- Library Preservation Fund (LPF) Estimates*
 - FY25: \$186.6M, \$0.4M more than FY25 Adopted Budget
 - FY26: \$191.6M
- Mayor's Budget Instructions
 - Prioritize:
 - Improved public safety and street conditions
 - Economic recovery
 - Reduce homelessness and transform mental health service delivery
 - Accountability & equity in services and spending
 - Library: balance to revenue
 - No new positions
 - Prepare for further weakening in the outlook



Note: *Controller's Office revised revenue estimates: Spring 2024



FY25 & 26 Uses by Division & Cost Center

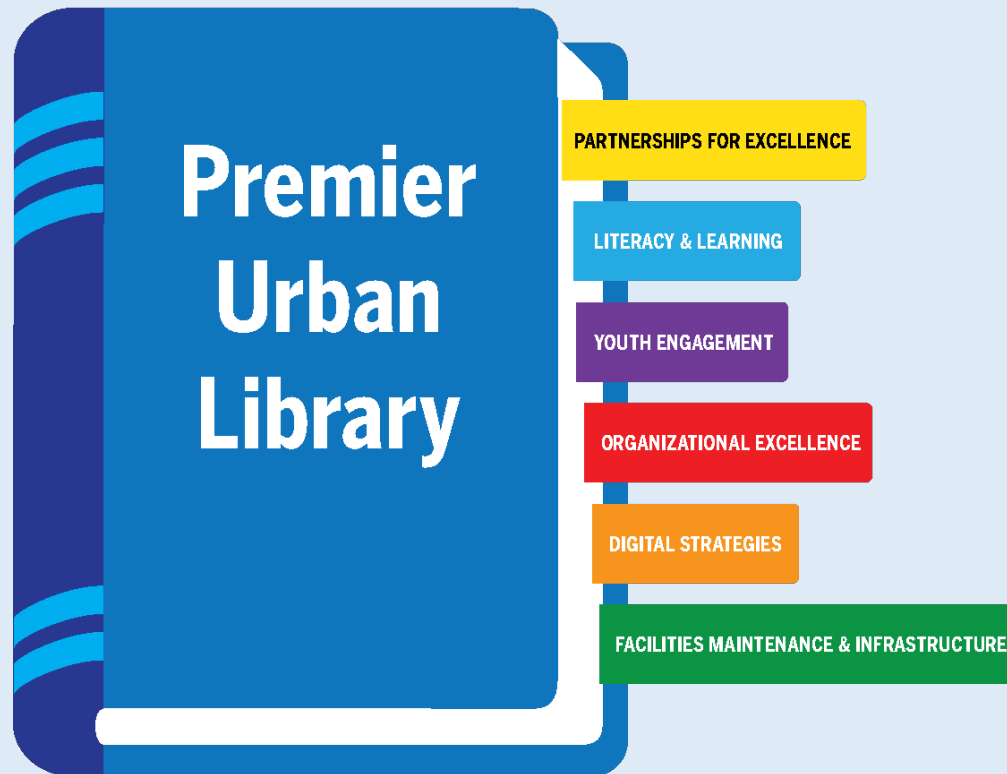
Uses by Divisions (Budget in millions)	FY25 Base Budget	FY26 Base Budget
Branches	37.84	39.31
Main	25.78	26.78
Collections & Technical Services	31.49	31.83
Community Programs & Partnerships	7.33	7.46
Facilities	29.91	30.61
Facilities: Capital Projects	6.50	0.00
IT	15.68	15.76
Administration	32.05	22.54
Total	186.57	174.28

Uses by Type (Budget in millions)	FY25 Base Budget	% of Total	FY26 Base Budget	% of Total2
Labor	117.50	63%	122.35	70%
Collections	22.09	12%	22.09	13%
Svcs. Of Other Depts.	14.76	8%	14.76	8%
Non-Personnel Svcs.	9.89	5%	9.87	6%
City Grant to CBOs	0.65	0%	0.65	0%
Materials & Supplies	3.87	2%	3.60	2%
Capital	6.50	3%	0.00	0%
Equipment	0.00	0%	0.00	0%
Reserves	11.32	6%	0.97	1%
Total	186.57	100%	174.28	100%



FY25 & FY26 Budget Priorities

Strategic & Budget Priorities



OUR MISSION

The San Francisco Public Library system is dedicated to free and equal access to information, knowledge, independent learning and the joys of reading for our diverse community.

Budget Proposals

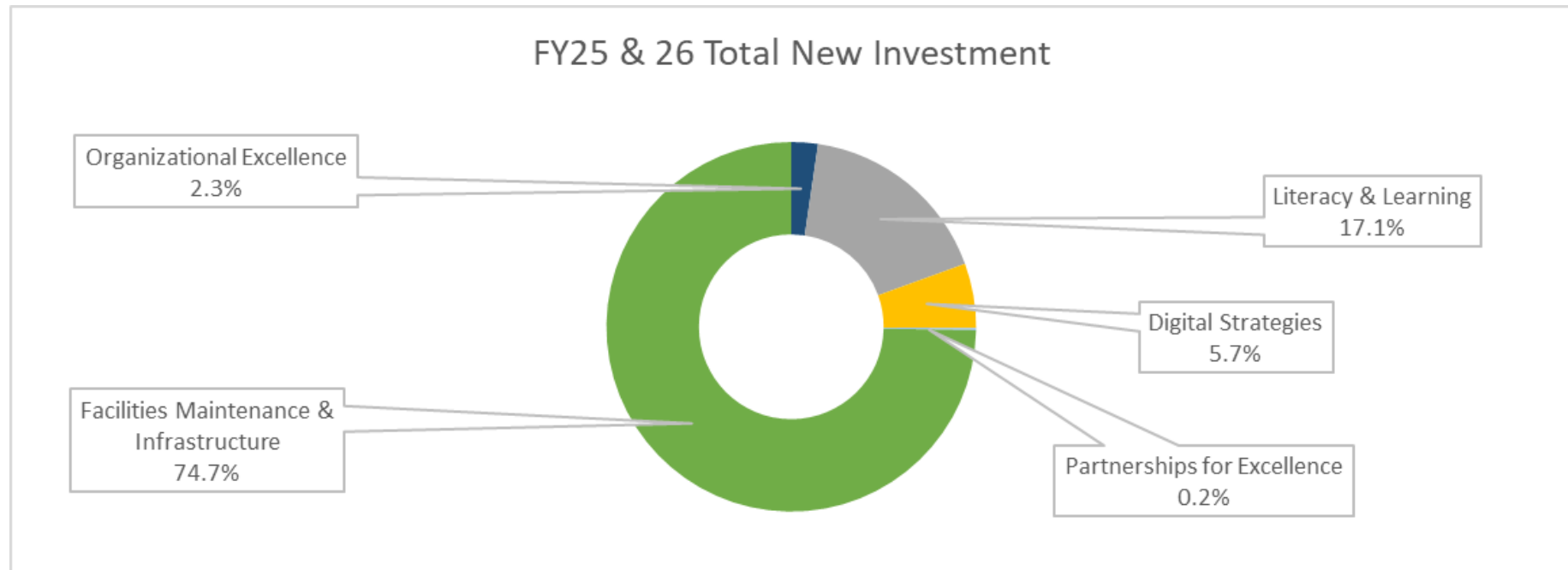
SFPL Strategic Priority	Proposal	One-time/ Ongoing	FY25 Base Budget	FY25 Proposed Investment	FY26 Proposed Investment	FY25 & FY26 Proposed Investment
Digital Strategies	Enhance the eCollections budget to include offerings at the jails	Ongoing	10,819,230	300,000		600,000
Facilities Maintenance & Infrastructure	Better address maintenance needs and keep facilities in a state of good repair by increasing the contribution for the branch building envelope project	One-Time	0	500,000	500,000	1,000,000
	Address urgent and unexpected maintenance needs by providing funding to the Library Capital Improvement Project	One-Time	1,700,000		1,800,000	1,800,000
	Replace 24-year-old truck which has reached the end of its life cycle	One-Time		55,929		55,929
	Provide additional funding for the Ocean View Branch Library capital project as per the ten-year capital plan funding strategy	One-Time	4,800,000		4,800,000	4,800,000
	Install electric vehicle charging stations at 750 Brannan Street Public Services Support Facility	One-Time			150,000	150,000
	Increase the annual work order allocation for Public Works to replace the Mission Bay Branch Library flooring	One-Time	1,481,823		126,000	126,000
	Expand the Honor Bound Collections for community partners	Ongoing	1,300,000		100,000	200,000
Literacy & Learning	Enhance digital and radio advertising to promote library programs and services with immigrant and limited-English, speaking communities	Ongoing	100,000		200,000	400,000
	Create a Strategic Marketing Plan to increase library service utilization	One-Time			20,000	20,000
	Replace two aging bookmobiles over the next two fiscal years that are at the end of their life cycles	One-Time			600,000	600,000
Organizational Excellence	Increase the Library's allocation for informational and programming print materials to meet demand and enhance outreach	Ongoing	331,724		123,276	246,552
Partnerships for Excellence	Create art honoring Native Americans	One-Time			20,000	20,000
Grand Total			20,532,777	2,195,205	7,700,000	10,618,481

Note: Preliminary Budget Proposals presented at the January 18, 2024 Library Commission meeting.



Proposed New Investments Summary

	One-Time	Ongoing	Total
FY25	1,471,929	723,276	2,195,205
FY26	7,700,000	-	7,700,000



FY25 & 26 Proposed Budget: Option 1



Approve the budget investment proposals discussed on January 18, 2024, and adjust in FY25 as follows:

- One-time Investment in Facilities Master Planning \$0.20M
- One-time Investment in Strategic Plan Implementation \$0.30M
- One-time Investment in Safety Enhancements \$0.25M
- One-time Investment in Capital Improvement Project: Quick Implementation \$2.45M

FY25 & 26 Proposed Budget: Option 1

Option 1 Source & Uses (budget in millions)	FY 24 Adopted Budget	FY25 Base Budget	FY25 Proposed Budget	Variance FY25 Proposed Budget to F24 Adopted Budget	Variance FY25 Proposed Budget to F25 Base Budget	FY26 Proposed Budget	Variance FY26 Proposed Budget to F25 Proposed Budget
Sources							
Property Tax Set Aside	79.52	79.75	79.75	0.23	0.00	80.62	0.87
General Fund Baseline	102.79	106.20	106.20	3.41	0.00	110.36	4.16
Library Preservation Fund (LPF)	182.31	185.95	185.95	3.64	0.00	190.98	5.03
LPF Fund Balance	15.24	0.00	0.00	-15.24	0.00	0.00	0.00
Library Fees	0.18	0.18	0.18	0.00	0.00	0.18	0.00
Annual Misc.	0.60	0.61	0.61	0.00	0.00	0.61	0.00
Bequests	1.10	0.10	0.10	-1.00	0.00	0.10	0.00
Total Other Sources	17.12	0.88	0.88	-16.24	0.00	0.88	0.00
Sources Total	199.43	186.83	186.83	-12.60	0.00	191.86	5.03
Uses							
Salary	74.93	77.47	79.30	4.37	1.83	82.55	3.25
Fringe	38.57	40.03	41.68	3.11	1.65	43.28	1.60
Labor	113.50	117.50	120.98	7.47	3.48	125.83	4.85
Collections	22.39	22.09	22.49	0.10	0.40	22.49	0.00
Svcs. Of Other Depts.	14.78	14.76	15.34	0.56	0.59	15.03	-0.31
Non-Personnel Svcs.	10.60	9.87	11.20	0.61	1.33	10.63	-0.57
City Grant to CBOs	0.65	0.65	0.83	0.18	0.18	0.81	-0.02
Materials & Supplies	3.83	3.78	3.79	-0.04	0.01	3.79	0.00
CLLS & PLP Grants	0.11	0.11	0.11	0.00	0.00	0.11	0.00
Capital	32.60	6.50	10.10	-22.50	3.60	7.10	-3.00
Equipment	0.98	0.00	1.01	0.03	1.01	0.85	-0.16
Reserves	0.00	11.32	0.99	0.99	-10.33	5.24	4.25
Total Non-Labor	85.93	69.07	65.85	-20.07	-3.22	66.03	0.18
Uses Total	199.43	186.57	186.83	-12.60	0.25	191.86	5.03
Surplus/(Shortfall)	0.00	0.26	0.00	0.00	-0.25	0.00	0.00



FY25 & 26 Proposed Budget: Option 2



Approve the budget investment proposals discussed on January 18, 2024, and adjust in FY25 as follows:

- One-time Investment in Facilities Master Planning \$0.20M
- One-time Investment Strategic Plan Implementation \$0.30M
- One-time Investment Safety Enhancements \$0.25M
- One-time Investment Capital Improvement Project: Quick Implementation \$1.45M
- Ongoing investment in IT Enhancements \$1.0M

FY25 & 26 Proposed Budget: Option 2

Option 2 Source & Uses (budget in millions)	FY 24 Adopted Budget	FY25 Base Budget	FY25 Proposed Budget	Variance FY25 Proposed Budget to F24 Adopted Budget	Variance FY25 Proposed Budget to F25 Base Budget	FY26 Proposed Budget	Variance FY26 Proposed Budget to F25 Proposed Budget
Sources							
Property Tax Set Aside	79.52	79.75	79.75	0.23	0.00	80.62	0.87
General Fund Baseline	102.79	106.20	106.20	3.41	0.00	110.36	4.16
Library Preservation Fund (LPF)	182.31	185.95	185.95	3.64	0.00	190.98	5.03
LPF Fund Balance	15.24	0.00	0.00	-15.24	0.00	0.00	0.00
Library Fees	0.18	0.18	0.18	0.00	0.00	0.18	0.00
Annual Misc.	0.60	0.61	0.61	0.00	0.00	0.61	0.00
Bequests	1.10	0.10	0.10	-1.00	0.00	0.10	0.00
Total Other Sources	17.12	0.88	0.88	-16.24	0.00	0.88	0.00
Sources Total	199.43	186.83	186.83	-12.60	0.00	191.86	5.03
Uses							
Salary	74.93	77.47	79.30	4.37	1.83	82.55	3.25
Fringe	38.57	40.03	41.68	3.11	1.65	43.28	1.60
Labor	113.50	117.50	120.98	7.47	3.48	125.83	4.85
Collections	22.39	22.09	22.49	0.10	0.40	22.49	0.00
Svcs. Of Other Depts.	14.78	14.76	15.34	0.56	0.59	15.03	-0.31
Non-Personnel Svcs.	10.60	9.87	11.20	0.61	1.33	10.63	-0.57
City Grant to CBOs	0.65	0.65	0.83	0.18	0.18	0.81	-0.02
Materials & Supplies	3.83	3.78	3.79	-0.04	0.01	3.79	0.00
CLLS & PLP Grants	0.11	0.11	0.11	0.00	0.00	0.11	0.00
Capital	32.60	6.50	10.10	-22.50	3.60	8.10	-2.00
Equipment	0.98	0.00	1.01	0.03	1.01	0.85	-0.16
Reserves	0.00	11.32	0.99	0.99	-10.33	4.24	3.25
Total Non-Labor	85.93	69.07	65.85	-20.07	-3.22	66.03	0.18
Uses Total	199.43	186.57	186.83	-12.60	0.25	191.86	5.03
Surplus/(Shortfall)	0.00	0.26	0.00	0.00	-0.25	0.00	0.00



Looking Ahead

- Approve a budget proposal option or a variation of these options:
 - Option 1
 - FY25 Proposed Budget \$186.83M
 - Includes additional one-time funding for Facilities Master Plan, Strategic Plan Implementation, Safety Enhancements, and Capital Improvement Project: Quick Implementation
 - FY26 Proposed Budget: \$191.86M
 - Includes a reserve of \$5.24M to mitigate future budget conditions and fund next cycle's Budget Proposals
 - Option 2
 - FY25 Proposed Budget \$186.83M
 - Includes additional one-time funding for Facilities Master Plan, Strategic Plan Implementation, Safety Enhancements, and Capital Improvement Project: Quick Implementation and ongoing IT Enhancements
 - FY26 Proposed Budget: \$191.86M
 - Includes a reserve of \$4.24M to mitigate future budget conditions and fund next cycle's Budget Proposals
 - Option 3: Library Commission Recommendation
- Submit Budget to Controller & Mayor February 21, 2024





THANK YOU

