

San Francisco Public Library

SAN FRANCISCO PUBLIC LIBRARY

FY23 & FY24 Budget

November 18, 2021

Heather Green, Chief Financial Officer



FY22 & FY23 Approved Budget (Last Cycle)

	FY21 Budget	FY22 Budget	Change from FY21 Budget	FY23 Budget	Change from FY22 Budget
Total (Budget in \$ Millions)	151.7	171.2	19.5	172.3	1.1
Total Net FTE	700.2	700.5	0.3	702.6	2.1

The FY22 & FY23 Budget:

- Held capacity for staff and facilities needs to support reopening
- Prioritized expanding access to collections, promoting literacy, and a more equitable department
- Included significant capital investment in major projects
- Invested in San Francisco's economic recovery

Board Budget Reductions:

- FY22: \$0.465M (0.3%) of the Mayor's Proposed Budget
- FY23: \$0.05M (0.03%) of the Mayor's Proposed Budget

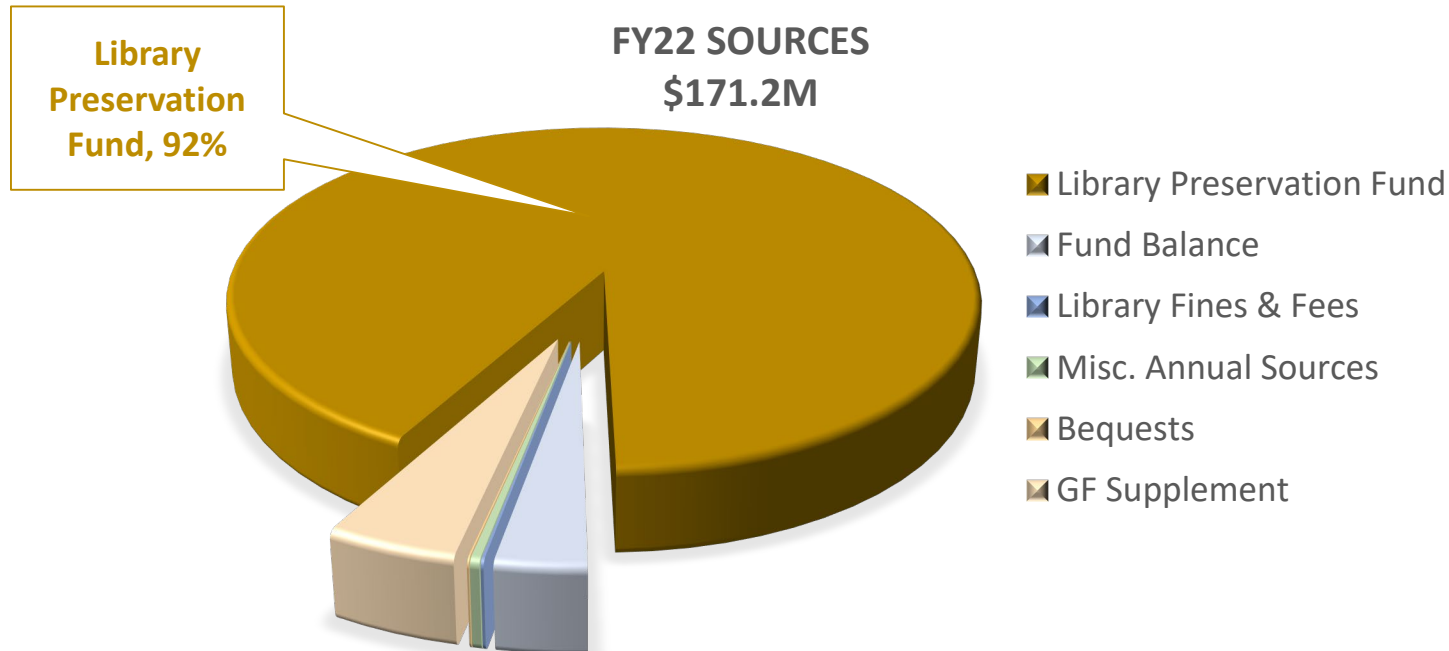
Board Addbacks:

- FY22: \$260K for collections vending machines and \$240K for Scholars at Home

FY22 & FY23 Approved Budget Sources

Source Type (Budget in \$ Millions)	FY21 Budget	FY22 Budget	FY23 Budget
Library Preservation Fund	147.06	156.87	171.47
Fund Balance	3.80	5.50	-
Library Fines & Fees	0.17	0.18	0.18
Misc. Annual Sources	0.57	0.57	0.57
Bequests	0.10	0.10	0.10
GF Supplement	-	8.00	-
Total	151.70	171.22	172.32

FY22 SOURCES
\$171.2M

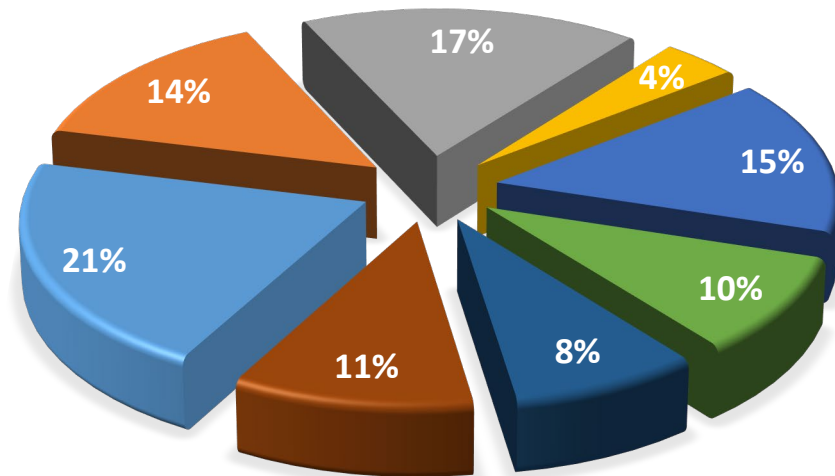


FY22 & FY23 Uses by Division

SFPL Division (Budget in \$ Millions)	FY21 Budget	FY22 Budget	FY23 Budget
Branch	32.64	35.51	35.64
Main	24.11	24.41	25.27
Collections & Technical Services	28.09	29.97	30.81
Community Programs & Partnerships	5.43	6.78	6.88
Facilities	24.05	26.15	26.39
Facilities: Capital Project	6.85	16.29	10.23
IT	14.11	14.10	14.34
Administration (including Debt Service)	16.43	18.01	22.76
Total	151.70	171.22	172.32

SFPL Division	FY21 Net FTE	FY22 Net FTE	FY23 Net FTE
Branch	251.47	251.16	252.14
Main	170.47	163.46	164.52
Collections & Technical Services	60.55	60.49	60.44
Community Programs & Partnerships	30.71	31.77	31.77
Facilities	117.44	122.13	122.09
IT	32.85	32.90	32.90
Administration	36.68	38.54	38.74
Net Total FTE	700.17	700.45	702.60

USES BY DIVISION - FY 22 BUDGET
\$171.2M

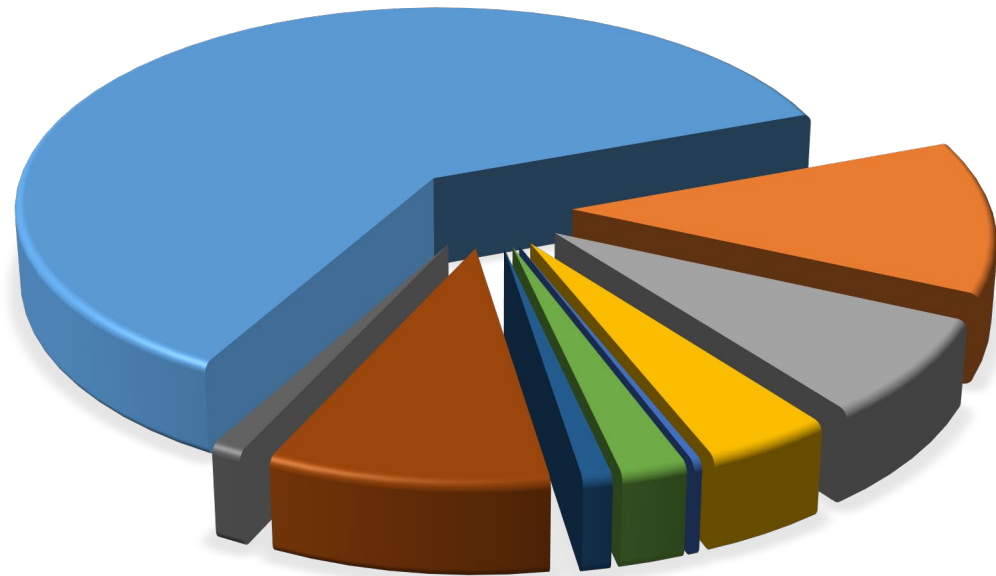


- Branch
- Main
- Collections & Technical Services
- Community Programs & Partnerships
- Facilities
- Facilities: Capital Project
- IT
- Administration (including Debt Service)

FY22 & FY23 Uses by Cost Categories

Use Type (Budget in \$ Millions)	FY 22 Budget	% of Total Budget
Labor	104.96	61.3%
Collections	21.15	12.4%
Svcs. of Other Depts.	13.50	7.9%
Non-Personnel Svcs.	7.42	4.3%
City Grant to CBOs	0.50	0.3%
Materials & Supplies	3.85	2.2%
BLIP Debt Service	1.72	1.0%
Capital	16.29	9.5%
Equipment	1.83	1.1%
Total	171.22	100%

USES BY CATEGORY - FY22 BUDGET
\$171.2M



- Labor
- Collections
- Services of Other Depts.
- Non-Personnel Services
- City Grant to CBOs
- Materials & Supplies
- BLIP Debt Service
- Capital
- Equipment

Last Cycle Investment Highlights



- Racial Equity Action Plan implementation and new positions
- Capital Investments: State of good repair, Chinatown & Ocean View Branch Renovation Projects
- Book vending machine pilots
- Youth Engaged in Library Leadership (YELL) expansion
- Work order increases to support economic recovery
- Scholars at Home investment in low-income families
- Main Community Engagement

Budget Cycle 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											

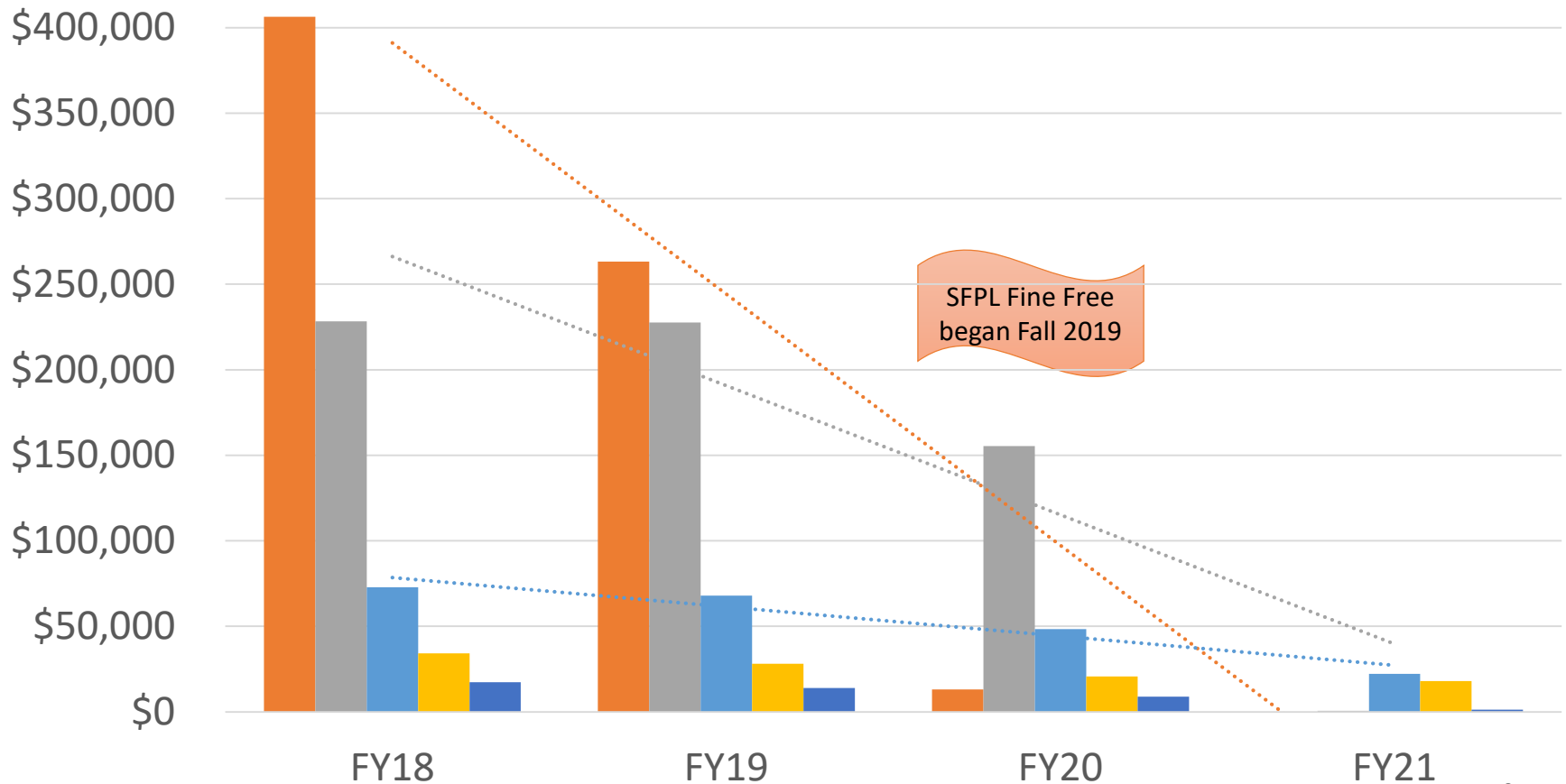
Revenue Expectations - LPF

- Annual estimates from the Controller for the Library Preservation Fund (LPF) are based on General Fund projections and typically not received until December or January
- FY23 LPF in the last budget cycle: \$171.47M
- With our set-aside, SFPL has to “self-insure” against unforeseen costs and conditions.
 - Best practice is to hold 15% of the operating budget (excluding capital and equipment) in Fund Balance.
- LPF up for renewal next calendar year, ballot measure expected Nov. 2022.
 - Accounts for nearly 92% of SFPL’s FY22 budget.
 - Comprised of General Fund maintenance of effort and a set-aside transfer of 2.5 cents per \$100 of assessed valuation paid through property taxes.
 - Current voter authorization sunsets June 2023.

Revenue Expectations – Other Sources

SFPL Actual Revenues by Category FY18-FY21

■ Fines & Fees Collection ■ Copy & Print Fees ■ Books Paid ■ History Center ■ Misc.



Looking Ahead

- Seek out ways to **invest in equity and access**
 - BIPOC collections resources
 - Furniture for affinity centers at the Main
 - WiFi on Bookmobiles
- **Right-sizing** our annual budget
 - Reliable asset preservation
 - IT equipment appropriations to meet service levels/desired approach
 - Literacy partnerships
 - Electronic collections
- **Enabling hybrid programming** beyond COVID
- **Partnerships** with other departments for civic stewardship and continued economic recovery
- Needs to fill out budgets for **major capital projects**
 - Grant applications planned for Mission and Chinatown

Upcoming Capital Budget Priorities

- Mission – Anticipated budget gap, won't have the exact number until bids come in, will be after SFPL has to submit the budget for Department Phase



- Chinatown
- Ocean View
- Recurring renewal lines



Questions?

