



San Francisco Public Library

FYs 2020 & 2021 Budget Presentation
February 7, 2019

Budget Calendar: FYs 20 & 21

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										→	



SFPL Strategic & Budget Priorities



Strategic Priorities: Summary of Proposed Investments

As of January 17, 2019 ⁽¹⁾:

Strategic Priority	One-time/ Ongoing	FY 20	FY 21
		Proposed Investment Amount	Proposed Investment Amount
Premier Urban Library	One-Time	\$ 155,000	\$ -
	Ongoing	\$ 71,000	\$ -
Premier Urban Library Total		\$ 226,000	\$ -
Literacy & Learning	One-Time	\$ -	\$ 850,000
	Ongoing	\$ -	\$ 1,992,995
Literacy & Learning Total		\$ -	\$ 2,842,995
Youth Engagement	One-Time	\$ 20,000	\$ -
	Ongoing	\$ 85,000	\$ -
Youth Engagement Total		\$ 105,000	\$ -
Digital Strategies	One-Time	\$ 1,165,500	\$ 100,000
	Ongoing	\$ 149,000	\$ -
Digital Strategies Total		\$ 1,314,500	\$ 100,000
Partnerships for Excellence	Ongoing	\$ 371,000	\$ -
Partnerships for Excellence Total		\$ 371,000	\$ -
Organizational Excellence	Ongoing	\$ 295,760	\$ -
Organizational Excellence Total		\$ 295,760	\$ -
Facilities Maintenance & Infrastructure	One-Time	\$ 7,053,500	\$ 20,000,000
	Ongoing	\$ 219,400	\$ 2,020
Facilities Maintenance & Infrastructure Total		\$ 7,272,900	\$ 20,002,020
Grand Total		\$ 9,585,160	\$ 22,945,015

Ongoing Investment Totals by FY:

- FY 20: \$1.19M
- FY 21: \$2.00M

One-time Investment Totals by FY:

- FY 20: \$8.39M
- FY 21: \$20.95M

(1) See Attachment I for detailed investment proposals by Strategic Priority for FY 20 & 21 as presented to the Library Commission on January 17, 2019 with cost estimate update for Sheriff's work order increased from \$200K to \$271K based on the Sheriff's cost estimate.

FY 20 & 21 Budget Options

Option 1:

- Approve budget investment proposals from January 17, 2019 with the adjusted cost for the Sheriff's work order

Option 2:

- Approve budget investment proposals from January 17, 2019 with the adjusted cost for the Sheriff's work order and,
- Adjust as noted below:

Strategic Priority Category	Proposal Change Description	One-time/ Ongoing	FY 20 Estimated Change Amt
Facilities Maintenance & Infrastructure	Eliminate the \$1.5M branch capital project contingency proposal for Mission and Ocean View projects. The \$1.5M contingency is approximately 5% of the total budget of \$28.3M (\$19.8M for Mission & \$8.5M for Ocean View). Both projects were fully funded in prior budget cycles	One-time	(1,500,000)
Digital Strategies	Cut the FY 20 Tech'd Out mobile wireless lending program expansion in half from \$190.5K to \$92.25K, adding 150 Chromebooks rather than 300	One-time	(95,250)
Organizational Excellence	Postpone the Learning Management System (LMS) investment proposal pending additional analysis of the City's LMS planned upgrades	Ongoing	(75,000)
Partnerships for Excellence	Add four additional Health and Safety Associates (HASAs) to SFPL's social services team to provide additional services in the branches for patrons. With this increase there would be a total of 10 HASAs systemwide	Ongoing	100,000
Premier Urban Library	Enhance the FY 20 proposed increase for marketing by \$35K for a total increase of \$100K and a revised ongoing budget of \$180K. The additional monies would be used for additional outdoor advertising and banners	Ongoing	35,000
			(1,535,250)

Notes: (1) Option 2 would approve all January 17, 2019 budget proposals except the changes noted above; and, (2) ongoing FY 20 cost changes would be reflected in both the FY 20 & FY 21 total budgets.

FY 20 & 21 Proposed Budgets: Option 1

Item: as of January 28, 2019	FY 19 Approved Budget	FY 20 Base Budget	FY 20 Proposed Budget (as of Jan 28, 2019)	Variance FY 20 Proposed Budget to FY 19 Budget	Variance FY 20 Proposed Budget to FY 20 Base Budget	FY 21 Proposed Budget (as of Jan 28, 2019)	Variance FY 21 Proposed Budget to FY 20 Proposed Budget
SOURCES							
Property Tax Setaside	63.57	64.90	64.90	1.33	-	68.14	3.24
General Fund Baseline	83.63	89.71	89.71	6.08	-	93.12	3.41
Total LPF	147.20	154.61	154.61	7.41	-	161.26	6.65
Misc. Annual Sources	0.73	0.58	0.58	(0.15)	-	0.58	-
Library Fines & Fees	0.67	0.67	0.44	(0.23)	(0.23)	0.37	(0.08)
Fuhrman Trust	0.10	0.10	0.10	-	-	0.10	-
LPF Fund Balance	11.92	-	6.93	(4.99)	6.93	1.96	(4.98)
Total Other Sources	13.41	1.35	8.06	(5.36)	6.71	3.00	(5.05)
Grand Total Sources	160.61	155.96	162.66	2.05	6.71	164.26	1.60
USES							
Salaries	58.49	60.36	60.50	2.00	0.13	62.08	1.58
Benefits	25.95	27.75	27.78	1.83	0.03	29.47	1.69
Retiree Health	5.49	5.89	5.89	0.40	-	6.08	0.18
Total Labor	89.93	94.00	94.17	4.24	0.17	97.62	3.45
Collections	15.92	17.62	17.62	1.70	-	20.46	2.84
Services of Other Depts.	11.99	12.25	12.77	0.78	0.52	12.84	0.07
Non-Personnel Services	5.91	5.99	7.00	1.09	1.01	7.00	0.00
Reserves	-	0.24	-	-	(0.24)	-	-
Materials & Supplies	3.70	3.52	4.07	0.38	0.55	3.78	(0.29)
BLIP Debt Service	2.54	4.41	1.86	(0.68)	(2.55)	1.86	(0.00)
Capital	29.26	16.26	23.06	(6.20)	6.80	20.00	(3.06)
Equipment	1.36	0.83	2.11	0.75	1.28	0.69	(1.42)
Total Non-Labor	70.68	61.13	68.49	(2.19)	7.37	66.64	(1.85)
Grand Total Uses	160.61	155.13	162.66	2.05	7.54	164.26	1.60
Surplus / (Shortfall)	-	0.83	-	-	-	-	-

Notes: (1) Proposed budgets are estimates & will be adjusted as-needed to balance and during the Mayor's and Board's phases of the budget process; (2) estimated LPF Fund Balance use in FY 20 is \$6.9M & \$2.0M in FY 21.

FY 20 & 21 Proposed Budgets: Option 2

Item: as of January 28, 2019	FY 19 Approved Budget	FY 20 Base Budget	FY 20 Proposed Budget (as of Jan 28, 2019)	Variance FY 20 Proposed Budget to FY 19 Budget	Variance FY 20 Proposed Budget to FY 20 Base Budget	FY 21 Proposed Budget (as of Jan 28, 2019)	Variance FY 21 Proposed Budget to FY 20 Proposed Budget
SOURCES							
Property Tax Setaside	63.57	64.90	64.90	1.33	-	68.14	3.24
General Fund Baseline	83.63	89.71	89.71	6.08	-	93.12	3.41
Total LPF	147.20	154.61	154.61	7.41	-	161.26	6.65
Misc. Annual Sources	0.73	0.58	0.58	(0.15)	-	0.58	-
Library Fines & Fees	0.67	0.67	0.44	(0.23)	(0.23)	0.37	(0.08)
Fuhrman Trust	0.10	0.10	0.10	-	-	0.10	-
LPF Fund Balance	11.92	-	5.40	(6.52)	5.40	2.02	(3.38)
Total Other Sources	13.41	1.35	6.52	(6.89)	5.17	3.06	(3.46)
Grand Total Sources	160.61	155.96	161.13	0.52	5.17	164.32	3.20
USES							
Salaries	58.49	60.36	60.50	2.00	0.13	62.08	1.58
Benefits	25.95	27.75	27.78	1.83	0.03	29.47	1.69
Retiree Health	5.49	5.89	5.89	0.40	-	6.08	0.18
Total Labor	89.93	94.00	94.17	4.24	0.17	97.62	3.45
Collections	15.92	17.62	17.62	1.70	-	20.46	2.84
Services of Other Depts.	11.99	12.25	12.87	0.88	0.62	12.94	0.07
Non-Personnel Services	5.91	5.99	6.92	1.01	0.93	6.93	0.00
Reserves	-	0.24	-	-	(0.24)	-	-
Materials & Supplies	3.70	3.52	4.01	0.32	0.49	3.82	(0.20)
BLIP Debt Service	2.54	4.41	1.86	(0.68)	(2.55)	1.86	(0.00)
Capital	29.26	16.26	21.56	(7.70)	5.30	20.00	(1.56)
Equipment	1.36	0.83	2.11	0.75	1.28	0.69	(1.42)
Total Non-Labor	70.68	61.13	66.96	(3.72)	5.83	66.70	(0.26)
Grand Total Uses	160.61	155.13	161.13	0.52	6.00	164.32	3.20
Surplus / (Shortfall)	-	0.83	-	-	-	-	-

Notes: (1) Proposed budgets are estimates & will be adjusted as-needed to balance and during the Mayor's and Board's phases of the budget process; (2) estimated LPF Fund Balance use in FY 20 is \$5.4M & \$2.0M in FY 21.

Budget Considerations

Next Steps:

- Approve a budget proposal option or a variation of these options:
 - Option 1:
 - FY 20 Proposed Budget: \$162.66M
 - Estimated LPF Fund Balance use: \$6.93M
 - Estimated remaining LPF Fund Balance: \$15.57M
 - FY 21 Proposed Budget: \$164.26M
 - Estimated LPF Fund Balance use: \$1.96M
 - Estimated remaining LPF Fund Balance: \$13.61M
 - Option 2:
 - FY 20 Proposed Budget: \$161.13M
 - Estimated LPF Fund Balance use: \$5.40M
 - Estimated remaining LPF Fund Balance: \$17.10M
 - FY 21 Proposed Budget: \$164.32M
 - Estimated LPF Fund Balance use: \$2.02M
 - Estimated remaining LPF Fund Balance: \$15.08M
 - Option 3: Library Commission recommendation?
- Submit budget to the Controller's Office: February 21, 2019

Questions?



San Francisco Public Library

