

# DETAILED REQUIREMENTS

**FORM  
LB-31**

## Scappoose Public Library District General Fund

	Historical Data			REQUIREMENTS DESCRIPTION	Number of Employ- ees	Range*	Budget for Next Year 2024-25			
	Actual		Adopted Budget This Year 2024-25				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2022-23	First Preceding Year 2023-24								
1				PERSONNEL SERVICES						1
2	65,750	67,808	70,000	2 Head Librarian			72,000			2
3										3
4										4
5	29,123	29,655	32,500	5 Technician 1 (cat)			31,500			5
6	27,216	29,658	32,500	6 Technician 2 (child)			34,000			6
7	29,926	30,074	33,500	7 Technician 3 (MLS)			33,500			7
8	18,123	18,136	21,000	8 Clerk 1 (child)			24,000			8
9	17,249	19,083	19,500	9 Clerk 2			16,850			9
10	14,891	12,131	16,000	10 Clerk 3			16,850			10
11		2,044		11 Teenage intern						11
12	34		50	12 Health Insurance/HAS			50			12
13	31,533	42,316	46,350	13 PERS			58,000			13
14	15,192	21,220	21,000	14 Social Security			24,000			14
15	416	402	2,000	15 State Accident and Workers Comp			500			15
16	197	833	600	16 Unemployment Insurance & Oregon Paid Leave			1,500			16
17			5,000	17 Extra Pay and bonus			7,250			17
18				18 Contingency						18
19	249,650	273,360	300,000	19 TOTAL PERSONNEL SERVICES			320,000			19
20				20						20
21				21						21
22				22						22
23				23						23
24				24						24
25				25						25
26				26						26
27				27						27
28				28						28
29				29						29
30				30						30
31	20,350	6,630		31 Ending balance in personnel (prior years)						31
32			0	32 UNAPPROPRIATED ENDING FUND BALANCE			0			32
33	\$249,650	273,360	300,000	33 TOTAL REQUIREMENTS			320,000	0	0	33

150-504-031 (Rev 12/09)

\*Include schedule of pay ranges

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