

**DETAILED REQUIREMENTS**

**FORM  
LB-31**

**Scappoose Public Library District General Fund**

Line Item	Historical Data			REQUIREMENTS DESCRIPTION	Number of Employees	Range*	Budget for Next Year 2020-21			Total
	Actual		Adopted Budget This Year 2019-20				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2017-18	First Preceding Year 2018-19								
1				PERSONNEL SERVICES						1
2	44,975	42,757	58,000	2 Head Librarian			58,000			2
3										3
4	2,004	-	0	4 Bookkeeper			0			4
5	23,549	27,366	27,000	5 Technician 1			28,000			5
6	23,903	25,518	26,000	6 Technician 2			26,500			6
7	22,881	25,795	28,000	7 Technician 3 (MLS)			27,500			7
8	16,921	16,541	17,700	8 Clerk 1			18,000			8
9	15,561	15,159	17,700	9 Clerk 2			17,000			9
10	10,597	12,092	14,500	10 Clerk 3			16,000			10
11				11 Sub and Extra Pay						11
12	-	23	250	12 Health Insurance			300			12
13	12,616	10,048	14,000	13 PERS			15,000			13
14	11,079	12,293	14,000	14 Social Security			13,000			14
15	156	218	250	15 State Accident and Workers Comp			300			15
16	178	300	200	16 Unemployment Insurance			400			16
17	2,700			17 Extra Pay and Bonus						17
18			2,400	18 Contingency						18
19	<b>187,120</b>	<b>188,110</b>	<b>220,000</b>	<b>19 TOTAL PERSONNEL SERVICES</b>			<b>220,000</b>	<b>0</b>	<b>0</b>	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				31 Ending balance (prior years)						31
32				<b>32 UNAPPROPRIATED ENDING FUND BALANCE</b>						32
<b>33</b>	<b>\$187,120</b>	<b>188,110</b>	<b>220,000</b>	<b>33 TOTAL REQUIREMENTS</b>			<b>220,000</b>	<b>220,000</b>	<b>220,000</b>	<b>33</b>

150-504-031 (Rev 12/09)

\*Include schedule of pay ranges