DETAILED REQUIREMENTS

FORM LB-31

Scappoose Public Library District General Fund

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

150-504-031 (Rev 12/09)

*Include schedule of pay ranges

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