



Orange County Public Law Library

515 North Flower Street
Santa Ana, CA 92703-2354
(714) 338-6790
www.ocpll.org

Brendan E. Starkey
Director

Sherry L. Leysen, Esq., President
Hon. Michele Bell
Hon. William Claster
Sup. Katrina Foley
Hon. Robert A. Knox
Hon. Elizabeth G. Macias
Hon. Glenn R. Salter

NOTICE OF MEETING

Please be advised that the Board of Trustees of the Orange County Public Law Library will meet at the law library Tuesday, October 24, 2023 at 12:15 p.m.

Agenda

- I. Discuss Informative Matters
- II. Minutes of September 19 Meeting
- III. Consent Calendar: Investment Reports
- IV. Consider Prepayment of FY2024-25 Retirement Contribution
- V. Consider Change of November Meeting Date
- VI. Consider Special Holiday Hours
- VII. Comments from Trustees and Staff
- VIII. Public Comment per Government Code § 54954.3

Supporting documentation is available for review in the Law Library Administrative Offices, Monday-Friday, 8 a.m.- 5 p.m., except where exempt from disclosure.

Those requiring accommodations under the Americans with Disabilities Act should contact the Law Library Administrative Offices at least 24 hours prior to the meeting at (714) 338-6803. Later requests will be accommodated to the extent feasible.

Informative Matters

The county notified staff that charges to the library beginning last March for maintenance on the building were made in error. Charges made this fiscal year will be reversed, while charges recorded in the prior fiscal year will be reimbursed, likely in early 2024.

The December joint meeting of the board and staff is scheduled for Monday, December 4, 12:15, at Chapter One, 277 N. Broadway, Santa Ana, 92701.

Staff are working with Eadie & Payne to complete the library's latest biennial audit.

Attachments:

Agenda I Informative Matters

Agenda II September Minutes

Agenda III Consent Calendar

Agenda IV Prepayment of FY2024-25 Retirement Contribution

Agenda V November Meeting Date

Agenda VI Special Holiday Hours

Financial Statement

Filing Fee Statistics

Submitted Warrant Lists

CAL-Card Log

Building and Security Event Log

New Acquisitions List



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Minutes of Meeting

Board of Trustees
Orange County Public Law Library

The Board of Trustees of the Orange County Public Law Library met September 19, 2023 at 12:15 p.m. at the law library.

Present: Sherry Leysen, Esq., Hon. Michele Bell, Hon. William Claster, Supervisor Katrina Foley, Hon. Robert A. Knox, Hon. Elizabeth G. Macias, and Brendan Starkey. Hon. Glenn Salter attended by videoconference and did not vote. Michelle Aguirre, Rachel Carr, Scott Enke, and Molly Solazzo also were present.

President Leysen called the meeting to order at 12:20 p.m.

Agenda I Update on Law Library Building. County Chief Financial Office Michelle Aguirre discussed with the board a proposal to move the law library to other locations, both temporary and permanent. Supervisor Foley shared information about a potential alternative site. The board determined that it had insufficient information to respond at that time. Supervisor Foley moved to direct library staff to cooperate with the county in its completion of a feasibility study, at county expense, regarding relocating the law library. Judge Knox seconded the motion, which passed unanimously.

Approved 6-0

Agenda II Discuss Informative Matters. The director discussed developments at the library since the last board meeting.

Agenda III Minutes of August 15 Meeting. Judge Claster moved that the minutes be approved. Judge Knox seconded the motion, which passed unanimously.

Approved 6-0

Agenda IV Consent Calendar. There being no objection, (1) summary investment reports from the Local Agency Investment Fund and the Orange County Investment Pool for August were deemed received and filed and (2) the date of the December joint meeting of the board and staff was set for December 4.

Approved 6-0

September 19, 2023 Minutes

- Agenda V Consider FY2022-23 Annual Reports. Judge Claster moved to receive and file the annual reports. Judge Macias seconded the motion, which passed unanimously.
Approved 6-0
- Agenda VI Consider Package and Umbrella Insurance Renewals. Judge Bell moved to approve the renewal quotes for package and umbrella insurance. Judge Claster seconded the motion, which passed unanimously.
Approved 6-0
- Agenda VII Consider Change of Holiday. Judge Knox moved to approve the side letter agreement with the Orange County Employee Association amending the 2021-24 Memorandum of Understanding to change the October 9 holiday to September 22. Supervisor Foley seconded the motion, which passed unanimously.
Approved 6-0
- Agenda VIII Comments from Trustees and Staff. The director discussed potential conflicts of interest with the board, which asked him to conduct additional research.
- Agenda IX Public Comment per Government Code § 54954.3. There was no public comment.

The board adjourned at 1:15.

I hereby certify that the foregoing minutes were prepared and certified by me.

The foregoing minutes are hereby approved.

Brendan E. Starkey
Recording Secretary

Hon. Glenn Salter
Secretary

Agenda III

Consent Calendar

Attached are summary investment reports from the Local Agency Investment Fund and the Orange County Investment Pool for September.



PMIA/LAIF Performance Report as of 10/18/23



Quarterly Performance Quarter Ended 09/30/23

LAIF Apportionment Rate ⁽²⁾ :	3.59
LAIF Earnings Ratio ⁽²⁾ :	0.00009812538629360
LAIF Administrative Cost ^{(1)*} :	0.29
LAIF Fair Value Factor ⁽¹⁾ :	0.986307739
PMIA Daily ⁽¹⁾ :	3.48
PMIA Quarter to Date ⁽¹⁾ :	3.42
PMIA Average Life ⁽¹⁾ :	256

PMIA Average Monthly Effective Yields⁽¹⁾

September	3.534
August	3.434
July	3.305**
June	3.167
May	2.993
April	2.870

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 09/30/23 \$156.4 billion

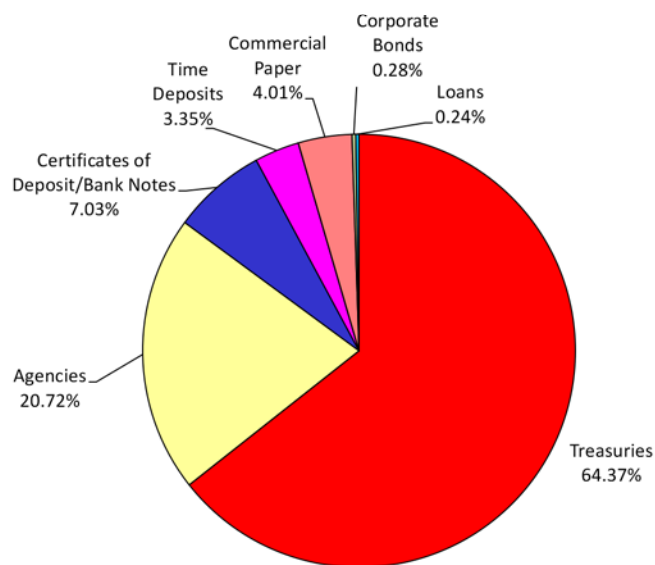


Chart does not include \$2,444,000.00 in mortgages, which equates to 0.002%. Percentages may not total 100% due to rounding.

Daily rates are now available here. [View PMIA Daily Rates](#)

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) and interest earned on the Wildfire Fund loan pursuant to Public Utility Code 3288 (a).

*The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.

** Revised

Source:

⁽¹⁾ State of California, Office of the Treasurer

⁽²⁾ State of California, Office of the Controller

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

October 12, 2023

[LAIF Home](#)
[PMIA Average](#)
[Monthly Yields](#)

ORANGE COUNTY PUBLIC LAW LIBRARY

DIRECTOR
515 NORTH FLOWER STREET
SANTA ANA, CA 92703-2354

[Tran Type Definitions](#)

Account Number: 16-30-005

September 2023 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	5,410,344.43
Total Withdrawal:	0.00	Ending Balance:	5,410,344.43



COUNTY OF ORANGE
OFFICE OF THE TREASURER-TAX COLLECTOR
Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM
P. O. BOX 4515
SANTA ANA, CA 92702-4515



octreasurer.com/publicfunds

September 30, 2023

ORANGE COUNTY PUBLIC LAW LIBRARY

Fund Number : 161

SEPTEMBER 2023 STATEMENT

INVESTMENT BALANCE IN OCIP

Transactions

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Amount</u>
09/01/2023	August 2023 Investment Admin Fee	\$ (236.82)
09/27/2023	June 2023 Interest Paid	\$ 16,949.26

Summary

Total Deposit:	\$ 249,763.65	Beginning Balance:	\$ 5,777,465.19
Total Withdrawal:	\$ (302,064.09)	Ending Balance:	\$ 5,725,164.75

Agenda IV

Consider Prepayment of FY2024-25 Retirement Contribution

The board of the Orange County Employees Retirement System (OCERS) has approved discount rates for employers who prepay their expected FY2024-25 contributions. The rates are 7.0% discounted cash flow if prepaid by January 11, 2024 and 3.5% discounted cash flow if paid by July 11. See attached letter. These discounts are higher than they have been for some time:

FY	Discount
2024-25	7.00%
2023-24	5.80%
2022-23	5.80%
2021-22	5.80%
2020-21	4.50%
2019-20	4.50%
2018-19	4.50%
2017-18	4.50%
2016-17	5.80%
2015-16	5.80%
2014-15	7.25%

The library has taken advantage of these prepayment offers for over 15 years.

Most Library employees were hired before the California Public Employees' Pension Reform Act (PEPRA) of 2013. The "legacy" (Plans G & H) employer rate for those employees next fiscal year is 13.49%. The employer rate for employees hired after PEPRA is 10.48%. (One employee does not participate in OCERS.) All participating employees pay 1.75% in reverse pick-up, so the net employer rates for FY2023-24 are 11.74% and 8.73%.

The staff projection for FY2024-25 employee salaries is \$1,227,925 (not including the non-participating employee). After the discounts are applied (see attached chart), the payment would be \$126,471 by January 11 or \$130,747 by July 11.

Action required: motion to prepay employer retirement contribution for FY2024-25.

Staff recommendation: approve.



**Active Participating
Employers:**

CITY OF SAN JUAN
CAPISTRANO

COUNTY OF ORANGE

ORANGE COUNTY
CEMETERY DISTRICT

ORANGE COUNTY
CHILDREN & FAMILIES
COMMISSION

ORANGE COUNTY
EMPLOYEES RETIREMENT
SYSTEM

ORANGE COUNTY FIRE
AUTHORITY

ORANGE COUNTY IN-HOME
SUPPORTIVE SERVICES
PUBLIC AUTHORITY

ORANGE COUNTY LOCAL
AGENCY FORMATION
COMMISSION

ORANGE COUNTY PUBLIC
LAW LIBRARY

ORANGE COUNTY
SANITATION DISTRICT

ORANGE COUNTY
TRANSPORTATION
AUTHORITY

SUPERIOR COURT OF
CALIFORNIA, COUNTY
OF ORANGE

TRANSPORTATION
CORRIDOR AGENCIES

October 3, 2023

Mr. Brendan E. Starkey
Orange County Public Law Library
515 N Flower St.
Santa Ana, CA 92703

Re: Early Payment of Employer Contributions Program

Dear Mr. Starkey,

On July 17, 2023, the Board of Retirement approved an early payment of employer contributions program for the contribution year July 1, 2024 through June 30, 2025 as follows:

- Payment must be received by January 11, 2024 to have a discount rate of 7.0% used in calculating the present value of discounted cash flows.
- Payments received after January 11, 2024 but before July 11, 2024 will have a discount rate of 3.5% used in calculating the present value of discounted cash flows.
- At least 50% of projected employer contributions, net of prepaid discount, for the year must be paid.
- Contributions not paid early must be paid pro rata over the year with no discount being credited.
- OCERS' staff will compare the payroll estimates used to calculate the prepayment amount for each participating employer to actual payroll each pay period. Should actual payroll be 5% greater than estimated payroll for four consecutive pay periods, the employer will be required to pay additional contributions each pay period for the additional salary above the projected salary used to calculate the prepayment (no discount would be applied to the additional amount)
- Employers that have more than one plan or rate group are required to provide the estimated pensionable salary separately for each plan or group.

- Only employer contributions paid by the employer are eligible for the prepaid discount program (employee pick-ups and reverse pick-ups are ineligible).
- The application of the prepayment of contributions will be applied to pay periods 2024-15 through 2025-14.
- OCERS will reconcile the prepaid contributions to the actual contributions at the end of the contribution year. Any overpayments will be made available to either apply to the following year's prepayment of employer contributions or to the current year's bi-weekly employer contributions (Note: overpayments cannot be applied to employee contributions). Any underpayments will be collected from the employer.

If your agency is interested in participating in the above prepayment program, please respond by **November 3, 2023** along with your estimated pensionable salary separately for each plan or group for FY 2024-25. If you have any questions regarding the prepayment program, I can be reached at (714) 558-6206 or tbowman@ocers.org.

Sincerely,

A handwritten signature in black ink, appearing to be 'Tracy Bowman', with a long horizontal line extending to the right.

Tracy Bowman
Director of Finance

Plan	Rate	RPU	Net	Salaries	Contribution	Discount	Net	Discount	Net
G & H	13.49%	1.75%	11.74%	\$ 934,409	\$ 109,700	7.0%	\$ 102,523	3.50%	\$ 105,990
U-PEPRA	10.48%	1.75%	8.73%	\$ 293,516	\$ 25,624	7.0%	\$ 23,948	3.50%	\$ 24,757
TOTAL			\$	\$ 1,227,925	\$ 135,324		\$ 126,471		\$ 130,747

Agenda V

Consider Change of November Meeting Date

The November meeting is scheduled for the 21st, which is right before the Thanksgiving holidays. If members would prefer, the board could change the date to November 14 or November 28. See attached calendar.

Action required: motion to change November board meeting date.

November 2023

November 2023							December 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 29	30	31	Nov 1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21 Board Meeting	22	23 HOLIDAY	24 HOLIDAY	25
26	27	28	29	30	Dec 1	2

Agenda VI

Consider Special Holiday Hours

The number of patrons using the library during the last two weeks of December drops substantially every year. Staff request approval of special holiday hours of 8 a.m.-5 p.m. for December 21, 26, 27, and 28, closing one hour earlier than the usual 6 p.m. This will allow a single shift of staff to cover operations on those days. The library will be closed altogether on December 22-25 and December 29-January 1. See attached calendar, with proposed changes highlighted in yellow.

This request is for 2023 only. The board has made similar adjustments in previous years.

Action required: motion to set 5 p.m. closing time on December 21, 26, 27, and 28.

Staff recommendation: approve.

December 2023

December 2023							January 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	7	8	9	10	11	12	13
17	18	19	20	21	22	23	14	15	16	17	18	19	20
24	25	26	27	28	29	30	21	22	23	24	25	26	27
31							28	29	30	31			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 26	27	28	29	30	Dec 1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
		Regular Hours: 9 AM-6 PM		9 AM-5 PM	CLOSED	
24	25	26	27	28	29	30
	CLOSED	9 AM-5 PM			CLOSED	
31	Jan 1, 24	2	3	4	5	6



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September 30, 2023

Assets

Current Assets

Operating Cash—County Treasury	\$ 5,725,164.75	
Petty Cash—Union Bank	24,044.28	
Local Agency Investment Fund (LAIF)		
Designated Reserve: Casualty Loss	\$ 500,000.00	
Designated Reserve: Employee Benefits	171,184.92	
Designated Reserve: Facility Needs	1,522,785.00	
Designated Reserve: Insurance	137,500.00	
Designated Reserve: Technology Upgrades	100,000.00	
Refundable Deposits	167,735.34	
Operating Reserve	2,811,139.17	
Total LAIF	5,410,344.43	
Total Current Assets		\$ 11,159,553.46

Fixed Assets

Books	\$ 8,864,972.70	
Equipment	3,311,789.03	
Total Fixed Assets		12,176,761.73

Total Assets

\$ 23,336,315.19

Liabilities

Current Liabilities

Accounts Payable	\$ 16,195.86	
Payroll Payable	37,932.04	
Total Current Liabilities		\$ 54,127.90

Noncurrent Liabilities

Employee Benefits	\$ 171,184.92	
Refundable Deposits	197,735.34	
Total Noncurrent Liabilities	368,920.26	
Total Liabilities		\$ 423,048.16

Capital

22,913,267.03

Total Liabilities and Capital

\$ 23,336,315.19

The Board of Trustees established reserve funds to ensure long-term financial stability and orderly provision of services. These provide for replacement of equipment, expansion of the existing facility, earthquake self-insurance, and other future capital requirements. The library does not charge depreciation.

September 2023

Revenue	September	FYTD	Budget	% of BUD	BUD @ 3 MOS
6610 Interest (on Cash)	\$ 18,489.27	\$ 36,513.09	\$ 105,750.00	35%	\$ 26,437.50
7430 Court Filing Fees	219,704.53	724,624.12	2,750,000.00	26%	687,500.00
7570 Library Services	200.00	786.00	2,060.34	38%	515.09
7590 Fee-based Services	10.00	121.00	2,800.00	4%	700.00
7670 Miscellaneous Revenue	1,718.79	2,296.14	10,000.00	23%	2,500.00
TOTAL	\$ 240,122.59	\$ 764,340.35	\$ 2,870,610.34	27%	\$ 717,652.59

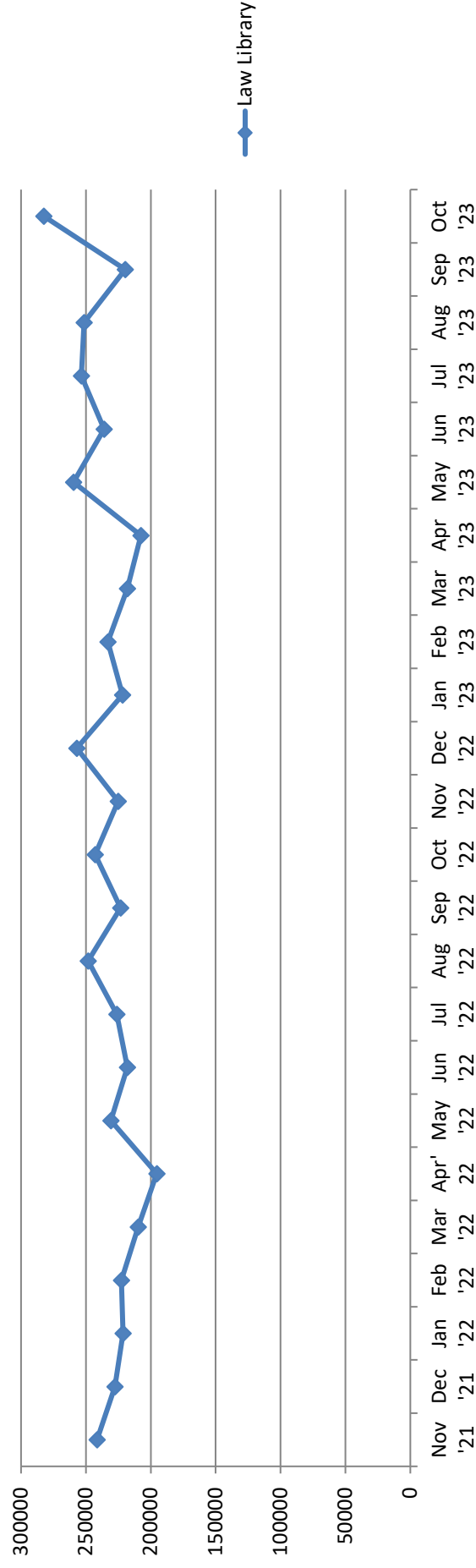
State Supplemental Funding	September	FYTD	Budget	% of BUD	BUD @ 3 MOS
6970 State, Other	\$ 180,952.60	\$ 180,952.60	n/a	n/a	n/a

Operating Expenditures	September	FYTD	Budget	% of BUD	BUD @ 3 MOS
0101 Regular Salaries	\$ 142,349.54	\$ 281,469.12	\$ 1,235,260.10	23%	\$ 308,815.03
0104 Annual Leave Payoff	3,102.24	8,138.88	29,557.80	28%	7,389.45
0200 Retirement	5,046.26	4,700.50	127,905.05	4%	31,976.26
0204 Executive Deferred Compensation	923.07	1,832.29	8,000.01	23%	2,000.00
0206 Retiree Medical	7,397.49	15,588.36	43,003.82	36%	10,750.96
0301 Unemployment Insurance	-	-	1,680.00	0%	420.00
0304 Management Employee Insurance	604.14	1,190.19	4,742.73	25%	1,185.68
0306 Health Insurance	19,932.27	39,200.13	189,860.59	21%	47,465.15
0319 Unit Employee Insurance	864.00	1,699.20	3,348.00	51%	837.00
0352 Worker's Compensation—General	3,526.00	3,526.00	3,515.57	100%	878.89
0401 Medicare	2,496.00	4,963.84	22,569.75	22%	5,642.44
0403 Optional Benefit Plan	-	-	11,500.00	0%	2,875.00
0450 Accrued Salary & Benefits	(56,898.44)	37,932.04	n/a	n/a	n/a
0741 Telephone—Other	1,972.62	3,109.64	12,668.52	25%	3,167.13
1100 Insurance	24,740.00	24,740.00	33,253.00	74%	8,313.25
1300 Maintenance—Equipment	195.08	43,348.00	85,784.62	51%	21,446.16
1400 Maintenance—Building	3,260.85	9,924.93	16,591.00	60%	4,147.75
1402 Minor Alterations & Improvements	-	382.89	3,000.00	13%	750.00
1600 Memberships	-	200.00	5,140.00	4%	1,285.00
1700 Miscellaneous Expense	-	-	6,317.50	0%	1,579.38
1800 Office Expense	762.27	1,355.26	10,844.54	12%	2,711.14
1801 County Publishing	-	-	2,132.55	0%	533.14
1802 Periodicals	20,358.17	44,220.98	236,196.16	19%	59,049.04
1803 Postage	-	103.50	600.00	17%	150.00
1809 Minor Equipment Controlled	14.00	686.47	11,202.85	6%	2,800.71
1900 Professional & Specialty Services	1,543.08	1,779.20	29,329.00	6%	7,332.25
1901 Databases	19,002.80	62,878.09	323,991.55	19%	80,997.89
1909 Contracts	7,994.75	12,341.26	50,285.73	25%	12,571.43
1911 CWCAP	-	-	13,995.00	0%	3,498.75
1940 County IT Charges	547.71	616.56	6,788.00	9%	1,697.00
2110 Short-Term Lease—Equipment	1,522.90	2,373.66	10,455.70	23%	2,613.92
2400 Books	7,072.15	14,665.92	84,269.07	17%	21,067.27
2600 Transportation & Travel—General	1,456.00	2,910.00	18,210.00	16%	4,552.50
2601 Private Auto Mileage	-	-	500.00	0%	125.00
2602 Garage Expense	35.00	35.00	500.00	0%	125.00
2700 Transportation & Travel—Meetings	1,560.15	2,236.94	17,150.00	13%	4,287.50
TOTAL	\$ 221,380.10	\$ 628,148.85	\$ 2,660,148.20	24%	\$ 665,037.05

Capital Income	September	FYTD	Budget	% of BUD	BUD @ 3 MOS
6610 Interest (on Reserve)	\$ -	\$ 42,147.86	\$ 110,000.00	38%	\$ 27,500.00

Capital Expenditures	September	FYTD	Budget	% of BUD	BUD @ 3 MOS
4000 Equipment	\$ 13,004.33	\$ 13,004.33	\$ 42,547.86	31%	\$ 10,636.97

Law Library Filing Fee Income



Estimated Number of Payments = (Total Remittance Divided by Fee Per Filing)					11-Oct-23
County: Orange					
Collection Month: August 2023					
Code Section	Abbreviated Fee Title	Fee Amount	Fee Distribution Amount	Amount Remitted	Estimated Number of Payments
GC 70653	Appointment of Conservator	\$350.00	\$35	\$0.00	-
GC 70670(a)	Family Law First Paper	\$350.00	\$35	\$0.00	-
GC 70613(a) CCP 1161.2	Limited >\$10K <=\$25K Unlawful Detainer	\$340.00	\$35	\$0.00	-
CCP 116.230(d)(2); CCP 116.221	Small Claims Amended <=\$5,000 to >\$5,000	\$25.00	\$2	\$0.00	-
GC 70621(a)(1)	Appeal - Limited Cases	\$325.00	\$35	\$0.00	-
B&P 6322.1(c); cross-ref. GC 70613(b) & GC 70614(b)	Fees associated with rows 1 and 2 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$165.00	\$8	\$0.00	-
GC 70658 70602.5 70602.6	Subsequent Papers	\$435.00	\$35	\$2,901.50	82.9
GC 70670(a) 70602.5 70602.6	Family Law First Paper	\$435.00	\$35	\$2,003.81	57.252
Lab. 98.2; cross-ref. GC 70611 70602.5 70602.6	Appeal of Labor Commission Decision	\$435.00	\$35	\$35.00	1
GC 70656	Petition Set Aside Estate	\$200.00	\$35	\$0.00	-
H&S 103470	Petition - Birth, Death, Marriage Record	\$200.00	\$35	\$0.00	-
Prob. 7660	Petition for Summary Probate	\$200.00	\$35	\$0.00	-
CCP 116.230(d)(3); CCP 116.221	Small Claims Amended <= \$1,500 to >\$5,000	\$45.00	\$2	\$0.00	-
GC 70613(b) CCP 1161.2	Fees associated with row 31 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$195.00	\$35	\$0.00	-
GC 70654; GC 70656; GC 70658	Fees associated with rows 65, 67 and 69 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$180.00	\$35	\$0.00	-
GC 70652	Probate - Internal Affairs	\$355.00	\$35	\$0.00	-
GC 70653	Appointment of Conservator	\$355.00	\$35	\$0.00	-
GC 70654	Appointment of Guardians	\$205.00	\$35	\$0.00	-
GC 70621(a)(1)	Appeal - Limited Cases	\$330.00	\$35	\$0.00	-
GC 70611	Unlimited Civil Filing	\$355.00	\$35	\$0.00	-
GC 70613(a) CCP 1161.2	Limited >\$10K <=\$25K Unlawful Detainer	\$345.00	\$35	\$0.00	-
GC 70611 70602.5	Unlimited Civil Filing	\$395.00	\$35	\$0.00	-
GC 70613(b) 70602.5 CCP 1161.2	Limited \$10,000 Unlawful Detainer	\$240.00	\$35	\$20,370.23	582.007
GC 70650(a) 70602.5 70602.6	First petition for letters of administration or letters testamentary, or the first petition for special letters of administration with the powers of a general personal representative pursuant to Section 8545 of the Probate Code (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$435.00	\$35	\$5,003.50	142.957
Lab. 98.2; cross-ref. GC 70611	Appeal of Labor Commission Decision	\$350.00	\$35	\$0.00	-
Veh. 14607.6(e)(4)	Petition for Vehicle Forfeiture	\$100.00	\$35	\$0.00	-
GC 70611	Unlimited Civil Filing	\$350.00	\$35	\$0.00	-
GC 70613(b) CCP 1161.2	Limited \$10,000 Unlawful Detainer	\$215.00	\$35	\$0.00	-
GC 70614(a)	Limited Response >\$10K <=\$25K	\$325.00	\$35	\$0.00	-
GC 70621(a)(2)	Writ petition in a limited civil case (amounts over \$10,000) (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$325.00	\$35	\$0.00	-
GC 70621(b)	Writ petition in a limited civil case (amount up to \$10,000) (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$200.00	\$35	\$0.00	-
GC 70670(b)	Fees associated with row 73 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$320.00	\$35	\$0.00	-
GC 70621(b)	Appeal - Limited Cases	\$205.00	\$35	\$0.00	-
H&S 103470	Petition - Birth, Death, Marriage Record	\$205.00	\$35	\$0.00	-
GC 70614(b) 70602.5	Limited Response \$10,000	\$225.00	\$35	\$5,869.50	167.7
GC 70613(a) 70602.5	Limited >\$10K <=\$25K	\$370.00	\$35	\$18,444.30	526.98
GC 70670(c) 70602.5	Family Law Response	\$395.00	\$35	\$0.00	-
Lab. 98.2; cross-ref. GC 70611 70602.5	Appeal of Labor Commission Decision	\$395.00	\$35	\$0.00	-
GC 70651 70602.5 70602.6	Probate - Opposition to Petition	\$435.00	\$35	\$69.30	1.98
GC 70652 70602.5 70602.6	Probate - Internal Affairs	\$435.00	\$35	\$840.00	24
GC 70670(d) 70602.5 70602.6	Marriage Dissolution Response	\$435.00	\$35	\$2,074.54	59.273
GC 70650(b) (c) 70602.5 70602.6	Probate Petitions or Objections	\$435.00	\$35	\$9,308.60	265.96
GC 70655	First Papers - Other Probate	\$350.00	\$35	\$0.00	-
GC 70658	Subsequent Papers	\$350.00	\$35	\$0.00	-
GC 70670(c)	Family Law Response	\$350.00	\$35	\$0.00	-
GC 70621(b)	Appeal - Limited Cases	\$200.00	\$35	\$0.00	-
GC 70611; GC 70612; GC 70670(a) (c) (d); Lab. 98.2	Fees associated with rows 26, 27, 72, 74, 75 and 84 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$320.00	\$35	\$0.00	-
GC 70613(b); GC 70614(b)	Fees associated with rows 30 and 33 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$180.00	\$35	\$0.00	-

	Writ petition in a limited civil case (amount over \$10,000) (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).				
GC 70621(a)(2)		\$330.00	\$35	\$0.00	-
B&P 6322.1(c); cross-ref. GC 70613(b)	Limited \$5,000	\$181.00	\$8	\$2,688.00	336
B&P 6322.1(c); cross-ref. GC 70614(b)	Limited Response \$5,000	\$181.00	\$8	\$47.84	5.98
GC 70613(b)	Limited \$10,000	\$205.00	\$35	\$0.00	-
GC 70613(b) CCP 1161.2	Limited \$10,000 Unlawful Detainer	\$220.00	\$35	\$0.00	-
GC 70613(b) 70602.5	Limited \$10,000	\$225.00	\$35	\$35,315.00	1,009.00
GC 70614(a) 70602.5	Limited Response >\$10K <=\$25K	\$370.00	\$35	\$4,626.30	132.18
GC 70670(a) 70602.5	Family Law First Paper	\$395.00	\$35	\$0.00	-
H&S 103470 GC 70602.5	Petition - Birth, Death, Marriage Record	\$225.00	\$35	\$103.60	2.96
GC 70652 70602.5	Probate - Internal Affairs	\$395.00	\$35	\$0.00	-
GC 70658 70602.5	Subsequent Papers	\$395.00	\$35	\$0.00	-
GC 70655 70602.5 70602.6	First Papers - Other Probate	\$435.00	\$35	\$5,911.54	168.901
GC 70611 70602.5 70602.6	Unlimited Civil Filing	\$435.00	\$35	\$56,896.51	1,625.62
GC 70650(b) (c)	Probate Petitions or Objections	\$350.00	\$35	\$0.00	-
GC 70651	Probate - Opposition to Petition	\$350.00	\$35	\$0.00	-
GC 70654	Appointment of Guardians	\$200.00	\$35	\$0.00	-
B&P 6322.1(c); cross-ref. GC 70613(b)	Limited \$5,000	\$176.00	\$8	\$0.00	-
GC 70613(b)	Limited \$10,000	\$200.00	\$35	\$0.00	-
GC 70621	Appeal - Limited Cases	\$100.00	\$35	\$0.00	-
GC 70651	Probate - Opposition to Petition	\$355.00	\$35	\$0.00	-
GC 70658	Subsequent Papers	\$355.00	\$35	\$0.00	-
Prob. 7660	Petition for Summary Probate	\$205.00	\$35	\$0.00	-
GC 70614(a)	Limited Response >\$10K <=\$25K	\$330.00	\$35	\$0.00	-
GC 70650(b) (c) 70602.5	Probate Petitions or Objections	\$395.00	\$35	\$0.00	-
GC 70670(d)	Marriage Dissolution Response	\$350.00	\$35	\$0.00	-
CCP 116.230(b)(3); CCP 116.221	Small Claims >\$5,000	\$75.00	\$2	\$504.56	252.28
GC 70613(a)	Limited >\$10K <=\$25K	\$325.00	\$35	\$0.00	-
CCP 116.230(d)(1)	Small Claims Amended <= \$1,500 to <= \$5,000	\$20.00	\$2	\$0.00	-
GC 70613(a) CCP 1161.2	Fees associated with row 29 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$315.00	\$35	\$0.00	-
GC 70650(a) (c) (d); GC 70651; GC 70652; GC 70653; GC 70655	Fees associated with rows 52, 61, 62, 63, 64 and 66 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$320.00	\$35	\$0.00	-
GC 70621(b); H&S 103470; Prob. 7660	Fees associated with rows 82, 92, 114 and 115 prior to SB 1407 amendments. This fee for GC 70621(b) was in effect only between January 1, 2008 and December 31, 2008 (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$180.00	\$35	\$0.00	-
GC 70621(a)	Fees associated with rows 112 and 113 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$300.00	\$35	\$0.00	-
GC 70670(a)	Family Law First Paper	\$355.00	\$35	\$0.00	-
GC 70670(b)	Marriage Dissolution - First Paper	\$355.00	\$35	\$0.00	-
GC 70612	Unlimited Civil Filing Response	\$355.00	\$35	\$0.00	-
GC 70650(a)	First petition for letters of administration or letters testamentary, or the first petition for special letters of administration with the powers of a general personal representative pursuant to Section 8545 of the Probate Code (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$355.00	\$35	\$0.00	-
GC 70650(a) 70602.5	First petition for letters of administration or letters testamentary, or the first petition for special letters of administration with the powers of a general personal representative pursuant to Section 8545 of the Probate Code (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$395.00	\$35	\$0.00	-
GC 70621(a)(1) 70602.5	Appeal - Limited Cases	\$370.00	\$35	\$0.00	-
GC 70621(b) 70602.5	Appeal - Limited Cases	\$225.00	\$35	\$70.00	2
GC 70621(b) 70602.5	Writ petition in a limited civil case (amount up to \$10,000) (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$225.00	\$35	\$35.00	1
GC 70653 70602.5	Appointment of Conservator	\$395.00	\$35	\$0.00	-
GC 70654 70602.5	Appointment of Guardians	\$225.00	\$35	\$382.20	10.92
GC 70655 70602.5	First Papers - Other Probate	\$395.00	\$35	\$0.00	-
GC 70650(a)	First petition for letters of administration or letters testamentary, or the first petition for special letters of administration with the powers of a general personal representative pursuant to Section 8545 of the Probate Code (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$350.00	\$35	\$0.00	-
GC 70652	Probate - Internal Affairs	\$350.00	\$35	\$0.00	-
CCP 116.760	Appeal - Small Claims Court	\$75.00	\$35	\$727.30	20.78
GC 70650(b) (c)	Probate Petitions or Objections	\$355.00	\$35	\$0.00	-
GC 70655	First Papers - Other Probate	\$355.00	\$35	\$0.00	-

GC 70656	Petition Set Aside Estate	\$205.00	\$35	\$0.00	-
GC 70670(d)	Marriage Dissolution Response	\$355.00	\$35	\$0.00	-
Lab. 98.2; cross-ref. GC 70611	Appeal of Labor Commission Decision	\$355.00	\$35	\$0.00	-
GC 70613(a)	Limited >\$10K <=\$25K	\$330.00	\$35	\$0.00	-
GC 70614(b)	Limited Response \$10,000	\$205.00	\$35	\$0.00	-
GC 70621(a)(2) 70602.5	Writ petition in a limited civil case (amount over \$10,000) (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$370.00	\$35	\$0.00	-
GC 70670(b)	Marriage Dissolution - First Paper	\$350.00	\$35	\$0.00	-
B&P 6322.1(c); cross-ref. GC 70614(b)	Limited Response \$5,000	\$176.00	\$8	\$0.00	-
GC 70612	Unlimited Civil Filing Response	\$350.00	\$35	\$0.00	-
GC 70614(b)	Limited Response \$10,000	\$200.00	\$35	\$0.00	-
GC 70613(a); GC 70614(a)	Fees associated with rows 28 and 32 prior to SB 1407 amendments (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$300.00	\$35	\$0.00	-
GC 70621(b)	Writ petition in a limited civil case (amount up to \$10,000) (Refer to the "Crosswalk of Related TC-145 Rows" tables to identify the correct row to report fees incurred in other time periods).	\$205.00	\$35	\$0.00	-
GC 70670(c)	Family Law Response	\$355.00	\$35	\$0.00	-
GC 70612 70602.5	Unlimited Civil Filing Response	\$395.00	\$35	\$0.00	-
GC 70613(a) 70602.5 CCP 1161.2	Limited >\$10K <=\$25K Unlawful Detainer	\$385.00	\$35	\$5,178.60	147.96
GC 70670(b) 70602.5	Marriage Dissolution - First Paper	\$395.00	\$35	\$0.00	-
GC 70670(d) 70602.5	Marriage Dissolution Response	\$395.00	\$35	\$0.00	-
GC 70651 70602.5	Probate - Opposition to Petition	\$395.00	\$35	\$0.00	-
GC 70656 70602.5	Petition Set Aside Estate	\$225.00	\$35	\$0.00	-
GC 70653 70602.5 70602.6	Appointment of Conservator	\$435.00	\$35	\$1,014.30	28.98
GC 70670(b) 70602.5 70602.6	Marriage Dissolution - First Paper	\$435.00	\$35	\$26,376.01	753.6
GC 70670(c) 70602.5 70602.6	Family Law Response	\$435.00	\$35	\$2,084.23	59.549
GC 70612 70602.5 70602.6	Unlimited Civil Filing Response	\$435.00	\$35	\$73,567.34	2,101.92
of Orange Total				\$282,448.61	8,571.64

Submitted Warrant Lists Summary
September 2023

9/5/2023	U.S. Bank	\$164.10	Purchasing card payment
9/6/2023	Sharp Electronics Corp.	\$59.93	Photocopier maintenance
	Wolters Kluwer Legal & Regulatory US	\$146.12	One update
	Practising Law Institute	\$1,432.52	One title and four updates
	Regents of UC-CEB	\$1,712.62	One title and four updates
	West Academic	\$240.35	Two titles
	American Warehouse GOL LLC	\$622.39	Office supplies
9/13/2023	Thomson Reuters-West	\$14,908.12	Monthly library plan payment
	Matthew Bender & Co.	\$201.50	One update
	Matthew Bender & Co.	\$9,002.80	LexisNexis Digital Library payment
	American Bar Association	\$1,409.33	14 titles
	Lawpress Corp.	\$594.55	One update
	S&L International	\$13,004.33	Replacement firewall logging server
	The Alpha & Omega Group Security	\$4,383.56	Security guard service
9/20/2023	Thomson Reuters-West	\$87.40	One title
	Woodruff (Woodruff & Smart)	\$1,143.84	Legal services
	Daily Journal Corp.	\$969.06	Annual renewal
	Regents of UC-CEB	\$1,598.18	Four updates
	Orange County Public Law Library	\$6,186.83	Petty cash reimbursement
9/27/2023	Thomson Reuters-West	\$5,593.68	Monthly Westlaw access
	Sharp Electronics Corp.	\$38.77	Photocopier maintenance
	CCH Incorporated	\$2,720.59	Two updates and database access charge
	Wolters Kluwer Legal & Regulatory US	\$508.89	One update
	Practising Law Institute	\$497.78	Two updates
	Matthew Bender & Co.	\$34.25	One title
	Courtroom Compendiums	\$170.00	Annual renewal
	Regents of UC-CEB	\$266.90	One update
	Eadie and Payne, LLP	\$6,365.00	Auditing services

LIBRARY PETTY CASH REIMBURSEMENT LIST

Orange County Public Law Library
 515 N. Flower St.
 Santa Ana, CA 92703-2354

September 19, 2023

VENDOR	CODE	AMOUNT
CA Dept. of Tax and Fee Administration	1800	\$29.00
	1802-5008	\$165.00
	1809	\$14.00
	2400-2407	\$597.00
Aztec Leasing, Inc.	2110	\$761.45
AT&T	0741	\$92.25
AT&T	0741	\$493.21
Charter Communications	0741	\$319.98
AT&T	0741	\$53.94
AT&T	0741	\$28.45
Ingram Library Services	2400-2401	\$94.55
Brendan Starkey	2602	\$12.00
Employers Preferred Ins. Co.	0352	\$3,526.00
	0352	\$3,526.00
	0741	\$987.83
	1800	\$29.00
	1802-5008	\$165.00
	1809	\$14.00
	2110	\$761.45
	2400-2401	\$94.55
	2400-2407	\$597.00
	2602	\$12.00
TOTAL		\$6,186.83

**ORANGE COUNTY PUBLIC LAW LIBRARY
CAL CARD**

Month of August 2023 - September 2023

P-CARD LOG

Card Holder	Date of Purchase	Vendor's Name	Description of Merchandise	Amount Billed
Brendan Starkey		No Activity		
Kelsey Chrisley	8/31/23	Pitney Bowes	Postage Meter Lease	\$ 69.39
	9/1/23	Pitney Bowes	Postage Refill for Meter	\$ 103.50
	9/1/23	Ebay.com	Prosser Hornbook Torts 4th Ed.	\$ 23.98
	9/1/23	Ebay.com	Prosser Hornbook Torts 3rd Ed.	\$ 38.95
	9/1/23	Ebay.com	Prosser Hornbook Torts 1st Ed.	\$ 70.96
	9/4/23	B&H Photo	Projector and Screen	\$ 2,341.80
	9/6/23	Amazon.com	Two TS Reference Books	\$ 131.00
	9/8/23	Amazon.com	Two TS Reference Books	\$ 85.19
	9/8/23	Home Depot.com	Two Fans and Supplies	\$ 134.22
	9/9/23	Pitney Bowes	Postage Refill for Meter	\$ 103.50
	9/14/23	SQ Cable and Connectivity	APC Replacement Battery	\$ 306.00
	9/18/23	Amazon.com	Data Cartridges	\$ 660.90
	9/18/23	ILRC.org	Immigration Book Replacement	\$ 271.67
	9/19/23	Amazon.com	Cleaning Cartridges	\$ 154.80
	9/21/23	1-800 Flowers.com	Former Employee's Funeral	\$ 79.37
Scott Enke		No Activity		
			Total	\$ 4,575.23

TRAVEL CARD LOG

Card Holder	Date of Purchase	Vendor's Name	Description of Merchandise	Amount Billed
Brendan Starkey		No Activity		
Kelsey Chrisley	9/19/23	Smart & Final	BOT Meeting Supplies	\$ 109.27
Scott Enke		No Activity		
			Total	\$ 109.27

Building & Security Event Log

Date	Time	Event	Response
09/25/2023	9:50 a.m.	Staff removed personal belongings blocking emergency entrance.	
09/25/2023	12:10 p.m.	Security guard asked two men blocking steps on north side of the building to move.	They complied.
09/28/2023		Custodians found man sleeping in front of entry way and asked him to move.	He complied.
10/13/2023		Power outage.	Staff opened work requests to have impacted systems reset.
10/19/2023	1:30 p.m.	Security asked patron to use an appropriate power outlet to charge his phone; patron called SAPD.	SAPD spoke with the patron and security guard.
10/21/2023	6:11 am	County scheduled a power outage for maintenance purposes.	Staff opened work requests to have impacted systems reset.



Orange County Public Law Library

515 North Flower Street
Santa Ana, CA 92703-2354
(714) 338-6790
www.ocpll.org

Brendan E. Starkey
Director

Sherry L. Leysen, Esq., President
Hon. Michele Bell
Hon. William Claster
Sup. Katrina Foley
Hon. Robert A. Knox
Hon. Elizabeth G. Macias
Hon. Glenn R. Salter

RECENT ACQUISITIONS

Arbitration and award -- United States.

GEN4: KF9085 .A93 2023

[A practitioner's guide to arbitration](#). Matthew H. Adler and Danni L. Shanel. Chicago, Illinois: American Bar Association, Litigation Section, 2023.

Divorce -- Law and legislation -- United States -- Handbooks, manuals, etc.

GEN4: KF535 .C45 2023

[The divorce paralegal handbook](#). Mark A. Chinn, Janeah S. Kerr. Chicago, Illinois: American Bar Association, Family Law Section, 2023.

Foreclosure -- United States -- Popular works.

REFSH, GEN4: KF697.F6 L64 2023

[The foreclosure survival guide](#). 9th edition. Amy Loftsgordon & Cara O'Neill. El Segundo, CA: Nolo, 2023.

Guardian and ward -- United States.

GEN4: KF553 .F86 2023

[The fundamentals of guardianship: what every guardian should know](#). Second edition. National Guardianship Association. Chicago, Illinois: [Bellefonte, Pennsylvania]: American Bar Association, Senior Lawyers Division; National Guardianship Association, 2023.

Incorporation -- United States -- Popular works.

GEN4: KF1380 .M364 2023

[LLC or corporation?: choose the right form for your business](#). 10th edition. Anthony Mancuso. [Berkeley, California]: Nolo, 2023.

Insurance law -- California -- Trial practice.

GEN3: KFC290 .C356

[California practice guide. Insurance litigation](#). 2023 ed. [North Hollywood, California]: The Rutter Group, a division of Thomson Reuters, [2023]-

OCTOBER 2023

Intellectual property -- United States.

GEN4: KF2980 .M52 2023

[Intellectual property: patents, trademarks, and copyright in a nutshell](#). Seventh edition. Arthur R. Miller, Michael H. Davis, Dana Neacsu. Eagan, MN: West Academic Publishing, 2023.

Jury -- United States.

GEN4: KF8972 .E67 2023

[Preparing for a federal jury trial](#). Hon. Willie J. Epps, Jr. Chicago, Illinois: American Bar Association, Judicial Division, 2023.

Jury instructions -- United States -- Forms.

GEN4: KF3155 .M63 2023

[Model jury instructions](#). Second edition. Editor, Matt C. Acosta. Chicago, Illinois: American Bar Association, Litigation Section, 2023.

Juvenile justice, Administration of -- United States.

GEN4: KF9779 .D83 2023

[Dual jurisdiction youth](#). ABA Criminal Justice Section. Chicago, Illinois: American Bar Association, Criminal Justice Section, 2023.

Leases -- United States -- Popular works.

REFSH, GEN4: KF593.C6 O26 2023

[Leases & rental agreements](#). 15th edition. Ann O'Connell & Janet Portman. El Segundo, CA: Nolo, 2023.

Medical care -- Finance -- Law and legislation -- United States -- Criminal provisions.

GEN4: KF9457 .K35 2023

[The federal anti-kickback statute and safe harbors: a history and practice guide](#). Second edition. Geoffrey R. Kaiser and Ada Janocinska. Chicago, Illinois: American Bar Association, Health Law Section, 2023.

Medical care -- Law and legislation -- United States.

GEN4: KF3821 .P478 2023

[Physician law: evolving trends & hot topics 2023](#). Wes Cleveland, editor. Chicago, Illinois: American Bar Association, Health Law Section, 2023.

Medical referral -- Law and legislation -- United States.

GEN4: KF2907.P38 R66 2023

[Stark: a practitioner's guide](#). Donald H. Romano. Chicago, Illinois: American Bar Association, Health Law Section, 2023.

Patent laws and legislation -- United States -- Popular works.

GEN4: KF3114.85 .S93 2023

[What is a patent?](#) Fourth edition. Philip Swain. Chicago, Illinois: American Bar Association, Intellectual Property Law Section, 2023.

Practice of law -- Social aspects -- United States.

GEN4: KF300 .D4735 2023

[The leader upheaval handbook: lead teams on an innovation & collaboration journey with the 3-4-5 method.](#) Michele DeStefano. Chicago, Illinois: American Bar Association, 2023.