



Orange County Public Law Library

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

Brendan E. Starkey
Director

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

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, April 16, 2024 at 12:15 p.m.

Agenda

- I. Discuss Informative Matters
- II. Minutes of March 19 Meeting
- III. Consent Calendar: Investment Reports
- IV. Complaint Process Update
- V. Conflicts of Interest Update
- VI. Comments from Trustees and Staff
- VII. 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.

Agenda I

Informative Matters

The director attended the Council of California County Law Librarians' spring meeting and legislative day in Sacramento April 2-3. He delivered a presentation on records retention requirements for local agencies in California and met with Asm. Tri Ta and staff for Sens. Bob Archuleta and Janet Nguyen and Asm. Avelino Valenica.

A state elevator inspector carried out a surprise inspection on March 13. The inspector found (1) the alarm bell on Elevator #2 not sounding and (2) the dumbwaiter was not responding to Floor 1 when summoned. Neither required a shutdown. The county has addressed the dumbwaiter issue and is working on the alarm bell.

Attachments:

Agenda I Informative Matters

Agenda II March Minutes

Agenda III Consent Calendar

Agenda IV Complaint Process

Financial Statement

Filing Fee Statistics

Submitted Warrant List

CAL-Card Log

Building and Security Event Log



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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 March 19, 2024 at 12:15 p.m. at the law library.

Present: Sherry Leysen, Esq., Hon. Michele Bell, Hon. William Claster, Hon. Robert A. Knox, Hon. Elizabeth G. Macias, Hon. Glenn Salter, Sup. Vicente F. Sarmiento, and Brendan Starkey. Manuel Escamilla were also present.

President Knox called the meeting to order at 12:17 p.m.

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

Agenda II Minutes of February 20 Meeting. Judge Claster moved that the minutes be approved with an amendment showing that President Knox called the February meeting to order, not Ms. Leysen. Judge Macias seconded the motion, which passed unanimously.

Approved 7-0

Agenda III Consent Calendar. There being no objection, summary investment reports from the Local Agency Investment Fund and the Orange County Investment Pool for February were deemed received and filed.

Approved 7-0

Agenda IV Complaint Process Update. The director discussed the library's procedure for handling patron complaints. The board asked the director to draft a formal complaint form that would encourage the patron to provide specific information, rather than using the Suggestion Form.

Agenda V Consider Directors & Officers Insurance Renewal. Judge Salter moved to accept the renewal of coverage proposal from Old Republic Insurance Company. Judge Claster seconded the motion, which passed unanimously.

Approved 7-0

Agenda VI Budget Update. The director reported back to the board concerning higher than expected expenditures on 0206 Retiree Medical and 0319 Unit Employee

March 19, 2024 Minutes

Insurance. Budgeting numbers for retiree medical are off due to the transition from the former Retiree Medical Plan to the new Health Reimbursement Arrangement Plan and the county's approach to accounting for it. Expenditures on the benefit could be closer to \$52,000 this fiscal year but should drop next year. The budget number for 0319 is off due to staff error and should be about \$7,488.

Agenda VI Comments from Trustees and Staff. There were no comments from trustees or staff.

Agenda VII Public Comment per Government Code § 54954.3. There was no public comment.

The board adjourned at 12:44.

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. Elizabeth G. Macias
Secretary

Agenda III

Consent Calendar

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



PMIA/LAIF Performance Report as of 4/3/24



Quarterly Performance Quarter Ended 12/31/23

LAIF Apportionment Rate ⁽²⁾ :	4.00
LAIF Earnings Ratio ⁽²⁾ :	0.00010932476863589
LAIF Administrative Cost ^{(1)*} :	0.29
LAIF Fair Value Factor ⁽¹⁾ :	0.993543131
PMIA Daily ⁽¹⁾ :	3.96
PMIA Quarter to Date ⁽¹⁾ :	3.81
PMIA Average Life ⁽¹⁾ :	230

PMIA Average Monthly Effective Yields⁽¹⁾

March	4.232
February	4.122
January	4.012
December	3.929
November	3.843
October	3.670

Pooled Money Investment Account Monthly Portfolio Composition ⁽¹⁾ 2/29/24 \$164.3 billion

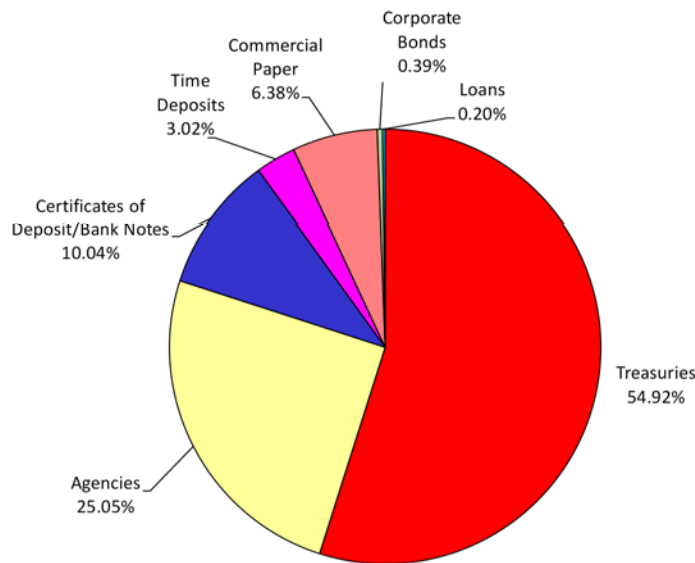


Chart does not include \$2,059,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

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.

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

April 12, 2024

[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

March 2024 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	5,513,976.03
Total Withdrawal:	0.00	Ending Balance:	5,513,976.03



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

March 31, 2024

ORANGE COUNTY PUBLIC LAW LIBRARY

Fund Number : 161

MARCH 2024 STATEMENT

Transactions

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Amount</u>
03/01/2024	February 2024 Investment Admin Fee	\$ (96.55)
03/20/2024	December 2023 Interest Paid	\$ 22,462.75

Summary

Total Deposit:	\$	314,141.02	Beginning Balance:	\$	6,081,976.17
Total Withdrawal:	\$	(329,629.88)	Ending Balance:	\$	6,066,487.31

Agenda IV

Complaint Process Update

The board asked the director to draft a formal complaint form. A draft is attached for review.



Orange County Public Law Library

Patron Complaint Form

Orange County Public Law Library strives to provide excellent service. We do recognize that patrons occasionally encounter difficulties, however, and want to hear about your experiences and suggestions. You may choose to address your comment orally with library staff or complete the information below. The Director reviews patron complaints and will address any issues as needed. If you provide contact information, you will receive a response within 14 days.

Name: _____

Address: _____

Email: _____

Phone: _____

Please briefly describe your concern(s) in the space below, on the reverse, and/or on an attached sheet. If an event occurred that prompted the submission of this form, please describe what occurred, where and when (date and time), the names of anyone involved, and any other significant information. Also, please describe how you would like to see the issue resolved.

Please note that this form is to resolve service issues and is not a request for payment or a claim for damages. A different form for a claim for damages is available upon request.

Signature: _____ Date: _____

You may submit this form at the Reference Desk or mail to Orange County Public Law Library, 515. N. Flower St., Santa Ana, CA 92703. If you wish to contact the Director, Brendan Starkey, he can be reached at (714) 338-6802 or bstarkey@ocpll.org.

LIBRARY USE ONLY

Received by: _____

Date: _____



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March 31, 2024

Assets

Current Assets

Operating Cash—County Treasury		\$ 6,066,487.31	
Petty Cash—Union Bank		21,104.99	
Local Agency Investment Fund (LAIF)			
Designated Reserve: Casualty Loss	\$ 500,000.00		
Designated Reserve: Employee Benefits	164,260.71		
Designated Reserve: Facility Needs	1,522,785.00		
Designated Reserve: Insurance	137,500.00		
Designated Reserve: Technology Upgrades	100,000.00		
Refundable Deposits	170,535.34		
Operating Reserve	2,918,894.98		
<i>Total LAIF</i>		<u>5,513,976.03</u>	
<i>Total Current Assets</i>			\$ 11,601,568.33

Fixed Assets

Books		\$ 8,898,015.90	
Equipment		<u>3,350,181.25</u>	
<i>Total Fixed Assets</i>			12,248,197.15

Total Assets

\$ 23,849,765.48

Liabilities

Current Liabilities

Accounts Payable	\$ 36,030.24		
Payroll Payable	<u>37,780.04</u>		
<i>Total Current Liabilities</i>		\$ 73,810.28	

Noncurrent Liabilities

Employee Benefits	\$ 164,260.71		
Refundable Deposits	<u>200,535.34</u>		
<i>Total Noncurrent Liabilities</i>		<u>364,796.05</u>	
<i>Total Liabilities</i>			\$ 438,606.33

Capital

23,411,159.15

Total Liabilities and Capital

\$ 23,849,765.48

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.

March 2024

Revenue	March	FYTD	Budget	% of BUD	BUD @ 9 MOS
6610 Interest (on Cash)	\$ 21,870.00	\$ 164,411.85	\$ 105,750.00	155%	\$ 79,312.50
7430 Court Filing Fees	279,750.06	2,282,323.10	2,750,000.00	83%	2,062,500.00
7570 Library Services	155.00	2,366.00	2,060.34	115%	1,545.26
7590 Fee-based Services	-	248.00	2,800.00	9%	2,100.00
7670 Miscellaneous Revenue	1,099.09	36,355.75	10,000.00	364%	7,500.00
TOTAL	\$ 302,874.15	\$ 2,485,704.70	\$ 2,870,610.34	87%	\$ 2,152,957.76

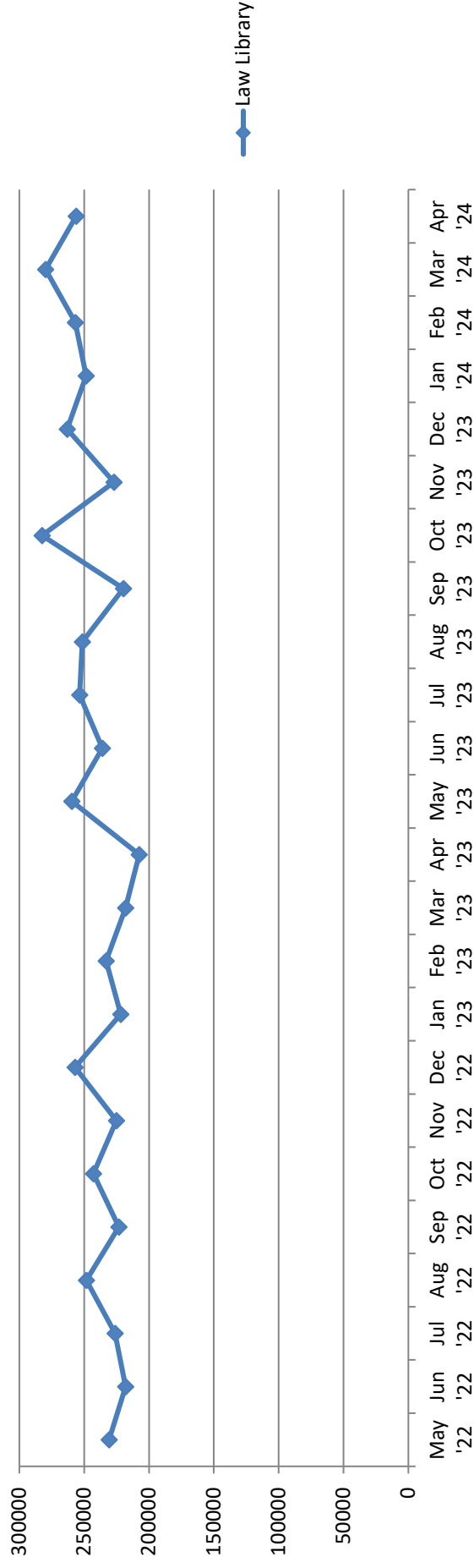
State Supplemental Funding	March	FYTD	Budget	% of BUD	BUD @ 9 MOS
6970 State, Other	\$ -	\$ 180,952.60	n/a	n/a	n/a

Operating Expenditures	March	FYTD	Budget	% of BUD	BUD @ 9 MOS
0101 Regular Salaries	\$ 143,899.97	\$ 900,603.63	\$ 1,235,260.10	73%	\$ 926,445.08
0104 Annual Leave Payoff	9,720.00	19,942.08	29,557.80	67%	22,168.35
0200 Retirement	4,957.03	131,081.87	127,905.05	102%	95,928.79
0204 Executive Deferred Compensation	923.07	5,832.26	8,000.01	73%	6,000.01
0206 Retiree Medical	7,508.67	47,779.65	43,003.82	111%	32,252.87
0301 Unemployment Insurance	-	-	1,680.00	0%	1,260.00
0304 Management Employee Insurance	280.68	3,053.39	4,742.73	64%	3,557.05
0306 Health Insurance	20,742.37	128,374.68	189,860.59	68%	142,395.44
0319 Unit Employee Insurance	888.00	5,467.20	3,348.00	163%	2,511.00
0352 Worker's Compensation—General	82.00	3,608.00	3,515.57	103%	2,636.67
0401 Medicare	2,615.15	15,956.34	22,569.75	71%	16,927.31
0403 Optional Benefit Plan	-	11,500.00	11,500.00	100%	8,625.00
0450 Accrued Salary & Benefits	(57,791.84)	37,780.04	n/a	n/a	n/a
0741 Telephone—Other	2,008.32	8,122.35	12,668.52	64%	9,501.39
1100 Insurance	-	24,740.00	33,253.00	74%	24,939.75
1300 Maintenance—Equipment	9,696.15	57,753.14	85,784.62	67%	64,338.47
1400 Maintenance—Building	-	730.60	16,591.00	4%	12,443.25
1402 Minor Alterations & Improvements	1,418.11	2,017.46	3,000.00	67%	2,250.00
1600 Memberships	-	610.00	5,140.00	12%	3,855.00
1700 Miscellaneous Expense	-	446.29	6,317.50	7%	4,738.13
1800 Office Expense	65.73	5,759.77	10,844.54	53%	8,133.41
1801 County Publishing	-	341.32	2,132.55	16%	1,599.41
1802 Periodicals	15,697.50	149,804.49	236,196.16	63%	177,147.12
1803 Postage	103.50	724.50	600.00	121%	450.00
1809 Minor Equipment Controlled	4,073.95	8,403.69	11,202.85	75%	8,402.14
1900 Professional & Specialty Services	1,890.44	23,279.99	29,329.00	79%	21,996.75
1901 Databases	57,047.77	260,142.81	323,991.55	80%	242,993.66
1909 Contracts	-	31,213.14	50,285.73	62%	37,714.30
1911 CWCAP	14,001.00	14,001.00	13,995.00	100%	10,496.25
1940 County IT Charges	547.71	4,381.68	6,788.00	65%	5,091.00
2110 Short-Term Lease—Equipment	1,522.90	6,319.69	10,455.70	60%	7,841.77
2400 Books	4,609.57	47,709.12	84,269.07	57%	63,201.80
2600 Transportation & Travel—General	2,791.51	12,554.63	18,210.00	69%	13,657.50
2601 Private Auto Mileage	-	-	500.00	0%	375.00
2602 Garage Expense	-	72.00	500.00	0%	375.00
2700 Transportation & Travel—Meetings	-	3,148.17	17,150.00	18%	12,862.50
TOTAL	\$ 249,299.26	\$ 1,973,254.98	\$ 2,660,148.20	74%	\$ 1,995,111.15

Capital Income	March	FYTD	Budget	% of BUD	BUD @ 9 MOS
6610 Interest (on Reserve)	\$ -	\$ 145,779.46	\$ 110,000.00	133%	\$ 82,500.00

Capital Expenditures	March	FYTD	Budget	% of BUD	BUD @ 9 MOS
4000 Equipment	\$ 12,264.66	\$ 43,679.33	\$ 42,547.86	103%	\$ 31,910.90

Law Library Filing Fee Income



Estimated Number of Payments = (Total Remittance Divided by Fee Per Filing)					10-Apr-24
County: Orange					
Collection Month: February 2024					
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) GC 70658 70602.5 70602.6 GC 70670(a) 70602.5 70602.6 Lab. 98.2; cross-ref. GC 70611 70602.5 70602.6 GC 70656 H&S 103470 Prob. 7660	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	-
	Subsequent Papers	\$435.00	\$35	\$1,992.90	56.94
	Family Law First Paper	\$435.00	\$35	\$1,812.37	51.782
	Appeal of Labor Commission Decision	\$435.00	\$35	\$0.00	-
	Petition Set Aside Estate	\$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	-
	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 70654; GC 70656; GC 70658	Probate - Internal Affairs	\$355.00	\$35	\$0.00	-
GC 70652	Appointment of Conservator	\$355.00	\$35	\$0.00	-
GC 70653	Appointment of Guardians	\$205.00	\$35	\$0.00	-
GC 70654	Appeal - Limited Cases	\$330.00	\$35	\$0.00	-
GC 70621(a)(1)	Unlimited Civil Filing	\$355.00	\$35	\$0.00	-
GC 70611	Limited >\$10K <=\$25K Unlawful Detainer	\$345.00	\$35	\$0.00	-
GC 70613(a) CCP 1161.2	Unlimited Civil Filing	\$395.00	\$35	\$0.00	-
GC 70611 70602.5	Limited \$10,000 Unlawful Detainer	\$240.00	\$35	\$17,643.15	504.09
GC 70613(b) 70602.5 CCP 1161.2	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	\$4,130.00	118
GC 70650(a) 70602.5 70602.6	Appeal of Labor Commission Decision	\$350.00	\$35	\$0.00	-
Lab. 98.2; cross-ref. GC 70611	Petition for Vehicle Forfeiture	\$100.00	\$35	\$0.00	-
Veh. 14607.6(e)(4)	Unlimited Civil Filing	\$350.00	\$35	\$0.00	-
GC 70611	Limited \$10,000 Unlawful Detainer	\$215.00	\$35	\$0.00	-
GC 70613(b) CCP 1161.2	Limited Response >\$10K <=\$25K	\$325.00	\$35	\$0.00	-
GC 70614(a)	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(a)(2)	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	-
	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 70621(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	-
	Appeal - Limited Cases	\$205.00	\$35	\$0.00	-
GC 70670(b)	Petition - Birth, Death, Marriage Record	\$205.00	\$35	\$0.00	-
GC 70621(b)	Limited Response \$10,000	\$225.00	\$35	\$4,881.10	139.46
H&S 103470	Limited >\$10K <=\$25K	\$370.00	\$35	\$23,519.30	671.98
GC 70614(b) 70602.5	Family Law Response	\$395.00	\$35	\$0.00	-
GC 70613(a) 70602.5	Appeal of Labor Commission Decision	\$395.00	\$35	\$0.00	-
GC 70670(c) 70602.5	Probate - Opposition to Petition	\$435.00	\$35	\$210.00	6
Lab. 98.2; cross-ref. GC 70611 70602.5	Probate - Internal Affairs	\$435.00	\$35	\$1,120.00	32
GC 70651 70602.5 70602.6	Marriage Dissolution Response	\$435.00	\$35	\$1,603.19	45.805
GC 70652 70602.5 70602.6	Probate Petitions or Objections	\$435.00	\$35	\$1,574.30	44.98
GC 70670(d) 70602.5 70602.6	First Papers - Other Probate	\$350.00	\$35	\$0.00	-
GC 70655	Subsequent Papers	\$350.00	\$35	\$0.00	-
GC 70658	Family Law Response	\$350.00	\$35	\$0.00	-
GC 70670(c)	Appeal - Limited Cases	\$200.00	\$35	\$0.00	-
GC 70621(b)	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 70611; GC 70612; GC 70670(a) (c) (d); Lab. 98.2	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	-
GC 70613(b); GC 70614(b)	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).	\$330.00	\$35	\$0.00	-
GC 70621(a)(2)	Limited \$5,000	\$181.00	\$8	\$3,504.00	438
	Limited Response \$5,000	\$181.00	\$8	\$64.00	8
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	\$40,215.00	1,149.00
GC 70614(a) 70602.5	Limited Response >\$10K <=\$25K	\$370.00	\$35	\$4,117.40	117.64
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	\$35.00	1
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	\$5,107.20	145.92
GC 70611 70602.5 70602.6	Unlimited Civil Filing	\$435.00	\$35	\$46,720.80	1,334.88
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	\$406.16	203.08
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	\$35.00	1
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	\$0.00	-
GC 70653 70602.5	Appointment of Conservator	\$395.00	\$35	\$0.00	-
GC 70654 70602.5	Appointment of Guardians	\$225.00	\$35	\$243.60	6.96
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	\$207.20	5.92
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	\$6,297.20	179.92
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	\$455.00	13
GC 70670(b) 70602.5 70602.6	Marriage Dissolution - First Paper	\$435.00	\$35	\$26,479.28	756.551
GC 70670(c) 70602.5 70602.6	Family Law Response	\$435.00	\$35	\$2,562.80	73.223
GC 70612 70602.5 70602.6	Unlimited Civil Filing Response	\$435.00	\$35	\$61,203.80	1,748.68
of Orange Total				\$256,139.75	7,853.81

Submitted Warrant Lists Summary
March 2024

3/5/2024	U.S. Bank	\$1,453.56	Purchasing card payment
	U.S. Bank	\$224.55	Travel card payment
3/6/2024	Sharp Electronics Corp.	\$87.80	Photocopier maintenance
	Practising Law Institute	\$364.22	Two titles
	William S. Hein & Co.	\$51.00	One update
	Regents of UC-CEB	\$907.00	Two updates
	American Bar Association	\$179.86	Three titles
3/6/2024	Orange County Public Law Library	\$35.00	Service charge petty cash account (canceled check)
	Orange County Public Law Library	\$2,891.90	December petty cash reimbursement
	Orange County Public Law Library	\$2,875.70	January petty cash reimbursement
3/13/2024	Thomson Reuters-West	\$5,705.55	Monthly Westlaw access
	RELX INC. (LexisNexis)	\$42,108.00	Lexis annual renewal
	Matthew Bender & Co.	\$104.59	One title and one update
	Matthew Bender & Co.	\$9,234.22	LexisNexis Digital Library (February)
	Sharp Electronics Corp.	\$8.35	Photocopier maintenance
	Practising Law Institute	\$245.19	One update
	CopWare, Inc.	\$115.00	One update
	Regents of UC-CEB	\$447.92	One update
	ByWater Solutions, LLC	\$9,600.00	Koha support and hosting annual renewal
3/27/2024	Thomson Reuters-West	\$14,908.02	Monthly library plan payment
	Matthew Bender & Co.	\$9,234.22	LexisNexis Digital Library (March)
	Practising Law Institute	\$561.30	Two updates
	Woodruff (Woodruff & Smart)	\$61.50	Legal services
	The Alpha & Omega Group Security	\$3,805.56	Security guard service
	Regents of UC-CEB	\$2,228.38	Three titles and four updates
	American Warehouse GOL LLC	\$1,309.25	Office supplies
	Orange County Public Law Library	\$35.00	Service charge petty cash account (canceled check)
	Orange County Public Law Library	\$3,887.01	February petty cash reimbursement

LIBRARY PETTY CASH REIMBURSEMENT LIST (Dec.)

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

March 6, 2024

VENDOR	CODE	AMOUNT
Bryan Pyles	9130	\$100.00
Ingram Library Services	2400-2401	\$105.59
Aztec Leasing, Inc.	2110	\$761.45
AT&T	0741	\$92.25
AT&T	0741	\$502.38
Charter Communications	0741	\$319.98
AT&T	0741	\$29.25
AT&T	0741	\$62.04
Brendan Starkey	2600-2610	\$87.95
Brendan Starkey	2600-2610	\$831.01
0741		\$1,005.90
2400-2401		\$105.59
2110		\$761.45
2600-2610		\$918.96
9130		\$100.00
TOTAL		\$2,891.90

LIBRARY PETTY CASH REIMBURSEMENT LIST (Jan.)

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

March 6, 2024

VENDOR	CODE	AMOUNT
Judge Salter	2600-2610	\$5.00
Cal-Osha Reporter	1802-5009	\$497.00
Ingram Library Services	2400-2401	\$47.93
Aztec Leasing, Inc.	2110	\$761.45
AT&T	0741	\$502.38
AT&T	0741	\$92.25
Employers Preferred Ins. Co.	0352	\$82.00
Charter Communications	0741	\$319.98
AT&T	0741	\$29.31
AT&T	0741	\$58.50
Ingram Library Services	2400-2401	\$106.90
CA Dept. of Tax & Fee Administration	1802-5008	\$118.00
	1809	\$28.00
	2400-2407	\$227.00
0352		\$82.00
0741		\$1,002.42
1802-5008		\$118.00
1802-5009		\$497.00
1809		\$28.00
2110		\$761.45
2400-2401		\$154.83
2400-2407		\$227.00
2600-2610		\$5.00
TOTAL		\$2,875.70

LIBRARY PETTY CASH REIMBURSEMENT LIST (Feb.)

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

March 14, 2024

VENDOR	CODE	AMOUNT
Mora Prestinary	1800-1820	\$108.82
Ingram Library Services	2400-2401	\$32.21
Aztec Leasing, Inc.	2110	\$761.45
David Stall	9130	\$100.00
AT&T	0741	\$502.38
AT&T	0741	\$92.25
Scott Enke	2602	\$20.00
Brendan Starkey	2600-2610	\$91.94
Alameda County Law Library	1901	
Charter Communications	0741	\$319.98
AT&T	0741	\$58.76
AT&T	0741	\$29.39
Scott Enke	1800-1820	\$100.00
Scott Enke	1809-1829	\$338.23
	1800-1820	\$36.93
0741		\$1,002.76
1800-1820		\$245.75
1809-1829		\$338.23
1901		\$1,294.67
2110		\$761.45
2400-2401		\$32.21
2600-2610		\$91.94
2602		\$20.00
9130		\$100.00
TOTAL		\$3,887.01

**ORANGE COUNTY PUBLIC LAW LIBRARY
CAL CARD**

Month of February 2024 - March 2024

P-CARD LOG

Card Holder	Date of Purchase	Vendor's Name	Description of Merchandise	Amount Billed
Brendan Starkey		No Activity		
Kelsey Chrisley	3/7/24	Pitney Bowes	Postage Meter Lease	\$ 69.39
	3/7/24	Amazon.com	Network Office Supplies	\$ 54.71
	3/14/24	GoDaddy.com	ORG Domain Renewal	\$ 23.17
	3/14/24	GoDaddy.com	Standard SSL Renewal	\$ 149.98
	3/14/24	GoDaddy.com	ORG Domain Renewal	\$ 23.17
	3/18/24	Amazon.com	Sabrent USB 3.2 10Gbps Type C	\$ 40.40
	3/19/24	Primo Water	Sparkletts Water	\$ 118.76
	3/21/24	Schneider IT	APC Replacement Battery	\$ 577.06
Scott Enke		No Activity		
			Total	\$ 1,056.64

TRAVEL CARD LOG

Card Holder	Date of Purchase	Vendor's Name	Description of Merchandise	Amount Billed
Brendan Starkey	3/18/24	Jersey Mike's Online	Board Meeting Lunch Order	\$ 79.95
Kelsey Chrisley		No Activity		
Scott Enke		No Activity		
			Total	\$ 79.95

Building & Security Event Log

Date	Time	Event	Response
02/08/2024	8:05 a.m.	Upon a request by the staff, the County Industrial Hygienist inspected an area in the Floor A emergency exit that may have mold.	Suspected area not a concern, Industrial Hygienist recommended that the county inspect roof and emergency exit area for water intrusion.
02/23/2024		After six months, county contract in place to repair smoke guard fire curtains for elevator #3.	Repairs completed and elevator #3 released for use.
03/15/2024	11:43 a.m.	Security guard stuck in elevator #3.	Technician reset the elevator and guard exited elevator
03/18/2024	9:35 a.m.	Security guard asked person sleeping in front of emergency exit to move.	Person complied.
03/21/2024		Patron praised security guard for keeping the library safe.	Commendation emailed to security guard's supervisor.
04/01/2024	1:58 p.m.	Building intrusion alarm sounded, staff requested law enforcement not to respond.	Someone pulled on the delivery door, causing the alarm to sound; door was not breached.
4/10/2024		Representatives from the Irvine Museum visited the library to inventory artwork lent by the museum.	Staff will work with museum on their offer to schedule a program on the works.
04/15/2024	6:21 a.m.	Building lost power for 10 minutes due to CUF losing connection with SCE.	Power restarted.
04/15/2024		Floor A water intrusion problems on both the westside and the eastside continue.	Water collected from the westside leak totals 15 gallons so far this year. The eastside leak will be addressed by resealing the parking lot area above and repairing a pipe that enters the building.