



# 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, June 25, 2024 at 12:15 p.m.

### Agenda

- I. Discuss Informative Matters
- II. Minutes
  - A. April 16 Meeting
  - B. May 14 Meeting
- III. Consent Calendar
  - A. Investment Reports
  - B. July 4 Holiday
- IV. Consider Proposed FY 2024-25 Budget
- V. Comments from Trustees and Staff
- VI. Public Comment per Government Code § 54954.3
- VII. Closed Session per Government Code § 54957.6(a): OCEA Negotiations

*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 county completed repairs to a recent leak on the east side of Floor A.

Repairs to the fire safety system of elevator #3 have been delayed by the difficulty in finding outdated parts. The county recommends a retrofit.

The library experienced several false fire alarm events in early June due to problems with the fire alarm dialer. Repairs are ongoing.

An audit of the library by OCERS is nearing completion. Staff expect a report soon.

#### Attachments:

Agenda I Informative Matters

Agenda II April & May Minutes

Agenda III Consent Calendar

Agenda IV Proposed FY 2024-25 Budget

Financial Statement

Filing Fee Statistics

Submitted Warrant List

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 April 16, 2024 at 12:15 p.m. at the law library.

Present: Hon. Robert A. Knox, Hon. Michele Bell, Hon. William Claster, Sherry Leysen, Esq., Sup. Vicente F. Sarmiento, and Brendan Starkey.

Absent: Hon. Elizabeth G. Macias and Hon. Glenn Salter.

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 March 19 Meeting. Judge Bell moved that the minutes be approved. Judge Claster seconded the motion, which passed unanimously.

**Approved 5-0**

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

**Approved 5-0**

Agenda IV Complaint Process Update. The director shared a draft complaint form, which the board approved.

Agenda V Conflicts of Interest Update. The director and board discussed the need for legal briefing on the issue of judicial trustees voting on a matter where the interests of the Superior Court are arguably in conflict with those of the library.

**Approved 5-0**

Agenda VI Comments from Trustees and Staff. The director informed the board of his conversation with county Chief Financial Officer Michelle Aguirre regarding the library building. The board and director discussed the library's future prospects

April 16, 2024 Minutes

and needs with respect to space. The director briefed the board on leaks on Floor A. The director and board discussed the potential charges for new phone connections and elevator retrofits. The director informed the board that negotiations with the Orange County Employees Association would likely take place in May.

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

The board adjourned at 12:58.

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

The foregoing minutes are hereby approved.

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Brendan E. Starkey  
Recording Secretary

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Hon. Robert A. Knox  
President



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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 May 14, 2024 at 12:15 p.m. at the law library.

Present: Hon. Robert A. Knox, Hon. William Claster, Sherry Leysen, Esq., Hon. Elizabeth G. Macias, Hon. Glenn Salter, and Brendan Starkey.

Absent: Hon. Michele Bell and Sup. Vicente F. Sarmiento.

President Knox called the meeting to order at 12:25 p.m.

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

Agenda II Minutes of April 16 Meeting. Quorum was not established as two trustees absent from the April meeting expressed intent to abstain. The item was continued to June.

Agenda III Consent Calendar. There being no objection, summary investment reports from the Local Agency Investment Fund and the Orange County Investment Pool for April were deemed received and filed.  
**Approved 5-0**

Agenda IV Consider Major Acquisitions for FY2024-25. After discussion, Judge Macias moved to approve purchases of replacement window shades at \$14,989.36 total, replacement desk chairs at \$21,486.50 total, and a one-year subscription to Bloomberg Law at \$17,420.00. Judge Claster seconded the motion, which passed unanimously.  
**Approved 5-0**

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

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

May 14, 2024 Minutes

Agenda VII Closed Session per Government Code § 5497.6(a): OCEA Negotiations. The board moved to closed session at 12:47 to discuss pending negotiations with the Orange County Employees Association. No reportable actions were taken.

Agenda VIII Closed Session per Government Code § 54957(b): Consider Performance of Non-represented Employees. The board remained in closed session to discuss the performance of the library’s management employees. No reportable actions were taken.

Agenda IX Consider FY2024-25 Salaries of Non-represented Employees. The board returned to open session at 1:14. Upon the recommendation of the Personnel Committee, Judge Cluster moved to set the FY2024-25 salaries of the public services librarian and systems/technical services librarian at \$123,000 and the director at \$169,000. Judge Salter seconded the motion, which passed unanimously.

Change of June Meeting Date. After discussion regarding the June meeting date and the unavailability of multiple trustees, Judge Salter moved to change the meeting date to June 25 at 12:15. Judge Cluster seconded the motion, which passed unanimously.

The board adjourned at 1:16.

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**

#### A. Investment Reports

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

#### B. July 4 Holiday

As negotiations for a new memorandum of understanding with the Orange County Employees Association continue, holidays for FY 2024-25 have not been formally approved by the board. With the board's consent, the library will observe the July 4, 2024 holiday.



# PMIA/LAIF Performance Report as of 6/05/24



## Quarterly Performance Quarter Ended 03/31/24

LAIF Apportionment Rate <sup>(2)</sup> :	4.30
LAIF Earnings Ratio <sup>(2)</sup> :	0.00011755619077389
LAIF Administrative Cost <sup>(1)*</sup> :	0.27
LAIF Fair Value Factor <sup>(1)</sup> :	0.994191267
PMIA Daily <sup>(1)</sup> :	4.22
PMIA Quarter to Date <sup>(1)</sup> :	4.12
PMIA Average Life <sup>(1)</sup> :	226

## PMIA Average Monthly Effective Yields<sup>(1)</sup>

May	4.332
April	4.272
March	4.232
February	4.122
January	4.012
December	3.929

## Pooled Money Investment Account Monthly Portfolio Composition <sup>(1)</sup> 4/30/24 \$171.5 billion

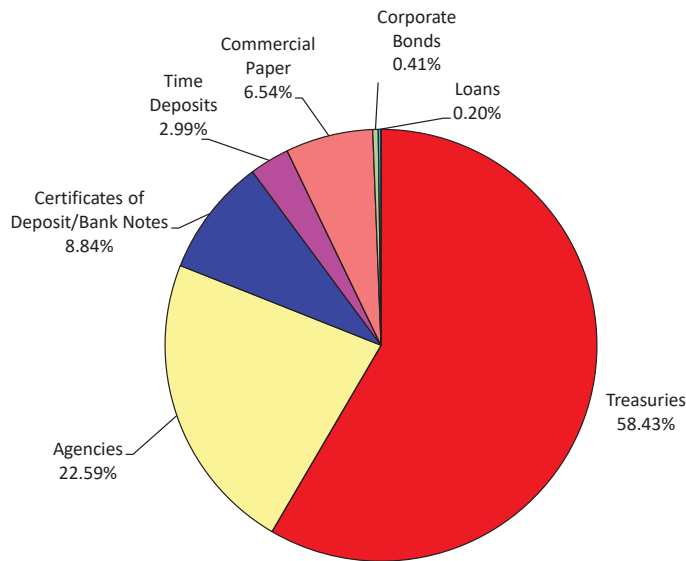


Chart does not include \$1,969,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

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:

<sup>(1)</sup> State of California, Office of the Treasurer

<sup>(2)</sup> 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

June 19, 2024

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

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ORANGE COUNTY PUBLIC LAW LIBRARY

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

[Tran Type Definitions](#)

**Account Number:** 16-30-005

May 2024 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	5,572,891.49
Total Withdrawal:	0.00	Ending Balance:	5,572,891.49



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](http://octreasurer.com/publicfunds)

May 31, 2024

**ORANGE COUNTY PUBLIC LAW LIBRARY**

**Fund Number : 161**

**MAY 2024 STATEMENT**

**Transactions**

<u>Transaction Date</u>	<u>Transaction Description</u>	<u>Amount</u>
05/01/2024	April 2024 Investment Admin Fee	\$ (51.00)
05/20/2024	February 2024 Interest Paid	\$ 21,870.00

**Summary**

Total Deposit:	\$ 318,642.89	Beginning Balance:	\$ 6,145,167.96
Total Withdrawal:	\$ (186,346.49)	Ending Balance:	\$ 6,277,464.36

## **Agenda IV**

### **Consider Proposed FY 2024-25 Budget**

Attached is a draft budget for FY 2024-25, along with explanatory material. The Finance Committee will meet before the regular board meeting and make recommendations to the full board.

**Action required:** motion to approve budget.

## **Review of Proposed FY 2024-25 Budget**

### **Background**

The library operates on a cash accounting method. Each fiscal year is treated separately. At fiscal year-end, any operating funds remaining are held for future use, either in our fund in the county treasury or in reserves. Our operating budget does not include capital income (interest on reserves) or capital expenses (equipment costing more than \$5,000 or major building expenses). Over a 27-year period, the library has ended on a negative balance only four times.

### **Reserves**

Our account in the state Local Agency Investment Fund (LAIF) was established in March 1995. The balance as of June 1 is \$5,572,891.49. At the moment, funds held in LAIF are not subject to transfer, loan, impoundment, or seizure by the state.

### **Current Fiscal Year**

Revenue was better than anticipated this year. In addition to better-than-expected filing fee revenue, the legislature provided \$180,952.60 in supplemental funding to offset expected losses from filing fee waivers. As of May 31, the library has an operating surplus of \$692,596.22 and a balance of approximately \$ 6,277,464.36 in the treasury. Revenues and expenditures as of May 31 are attached for reference.

### **Fiscal Year 2024-25**

A draft budget follows. Budget amounts for the current fiscal year are included for context. Filing fee revenue has steadily increased, as has return on investment. Spending on the physical collection is expected to remain steady or even decrease as spending increases on electronic resources. Substantial increases are expected in the cost of employee benefits.

**Budget FY 2024-25**

**DRAFT**

<b>Revenue</b>	<b>FY2025</b>	<b>FY2024</b>
6610 Interest (on Cash)	\$ 232,818	\$ 105,750
7430 Court Filing Fees	3,027,332	2,750,000
7570 Library Services	2,500	2,060
7590 Fee-based Services	2,900	2,800
7670 Miscellaneous Revenue	10,000	10,000
<b>TOTAL</b>	<b>\$3,275,550</b>	<b>\$2,870,610</b>

<b>Capital Income</b>	<b>FY2025</b>	<b>FY2024</b>
6610 Interest (on Reserve)	\$ 226,282	\$ 110,000

<b>Operating Expenditures</b>	<b>FY2025</b>	<b>FY2024</b>
0101 Regular Salaries	\$1,294,932	\$1,235,260
0104 Annual Leave Payoff	20,336	29,558
0200 Retirement	141,979	127,905
0204 Executive Deferred Compensation	8,450	8,000
0206 Retiree Medical	13,153	43,004
0207 Health Reimbursement Accounts	23,985	n/a
0301 Unemployment Insurance	1,680	1,680
0304 Management Employee Insurance	8,363	4,743
0306 Health Insurance	257,126	189,861
0319 Unit Employee Insurance	7,488	7,488
0352 Worker's Compensation—General	4,000	3,516
0401 Medicare	23,513	22,570
0403 Optional Benefit Plan	11,500	11,500
0741 Telephone—Other	12,590	12,669
1100 Insurance	30,977	33,253
1300 Maintenance—Equipment	48,460	85,785
1400 Maintenance—Building	4,000	16,591
1402 Minor Alterations & Improvements	3,000	3,000
1600 Memberships	5,250	5,140
1700 Miscellaneous Expense	6,344	6,318
1800 Office Expense	12,357	10,845
1801 County Publishing	3,000	2,133
1802 Periodicals	227,670	236,196
1803 Postage	1,300	600
1809 Minor Equipment Control	12,164	11,203
1900 Professional & Specialty Services	16,900	29,329
1901 Databases	358,130	323,992
1909 Contracts	50,747	50,286
1911 CWCAP	15,150	13,995
1940 County IT Charges	11,055	6,788
2110 Short-Term Lease—Equipment	10,131	10,456
2400 Books	91,384	84,269
2600 Transportation & Travel—General	19,400	18,210
2601 Private Auto Mileage	500	500
2602 Garage Expense	200	500
2700 Transportation & Travel—Meetings	17,500	17,150
<b>TOTAL</b>	<b>\$2,774,712</b>	<b>\$2,664,288</b>

<b>Capital Expenditures</b>	<b>FY2025</b>	<b>FY2024</b>
4000 Equipment	\$ 36,476	\$ 42,548

## Notes

### Revenue

Interest (6610): The library draws interest on its funds in the county treasury and LAIF. These estimates are based on the increasing rates of the current fiscal year while allowing for expected cooling of the markets.

Court Filing Fees (7430): Filing fee revenue has been steadily increasing, despite legislative changes to the civil filing fee schedule. This estimate is based on trends observed over the last six years.

Library Services (7570): fines and book replacement charges. We anticipate roughly similar numbers as late returns, losses, and damages have been lower than in the past.

Fee-based Services (7590): document delivery and conference room rental. We began waiving document delivery fees at the start of the pandemic to encourage remote use of our services. We have continued that practice with low volume users of the service. We expect revenue from conference room rentals to remain roughly the same.

Miscellaneous Revenue (7670): used book sales, donations, vendor refunds, and photocopier commission. This line performed slightly better than anticipated, so we budgeted accordingly.<sup>1</sup>

### Expenditures

Salaries (0101): this includes estimated wage increases for unit staff, as negotiations with the Orange County Employees Association are ongoing.

Annual Leave Payoff (0104): The Library's Personnel and Salary Resolution and its Memorandum of Understanding (MOU) with the Orange County Employees Association (OCEA) allow employees to request a payout of a specified amount of accrued annual leave each fiscal year.

Retirement (0200): We prepaid the entire FY 2024-25 employer contribution to the Orange County Employees Retirement System (OCERS) in January of this year to obtain a 7% prepayment discount. The current figure is based on expected rate increases and a reduced prepayment discount for FY 2025-26.

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<sup>1</sup> The current balance includes a \$25,705.13 reimbursement from the county for erroneous maintenance charges. Without that reimbursement, the current balance is \$12,119.69, closer to the budgeted \$10,000.00.

Executive Deferred Compensation (0204): part of the director's compensation package.

Retiree Medical (0206) and Healthcare Reimbursement Accounts (0207): these reflect the decision to shift from the former retiree medical benefit to the new healthcare reimbursement plan. Line 0206 funds existing retirees and employees who elected to keep balances in the former plan. It is 1% of payroll. Line 0207 funds the current benefit at \$61.50 per employee per pay period. The total budgeted amount of \$37,138 is less than this year's expenditures, which included the cost of rolling over balances from the old plan to the new reimbursement accounts.

Unemployment Insurance (0301): The library pays this at the start of the calendar year. This estimate is based on our current rate of 1.6% on the first \$7,000 of compensation per employee.

Management Employee Insurance (0304): All staff receive the county benefits package for medical, dental, and other insurances. This package is for non-represented staff and includes dental, life, salary continuance, and AD&D insurances. The number includes a substantial increase in the cost of dental insurance.

Health Insurance (0306): This estimate is based on the medical coverage employees chose for the 2024 calendar year. If anyone changes during open enrollment in the fall, costs will adjust.

Unit Employee Insurance (0319): This package, administered by OCEA, is for represented staff and includes dental, life, vision, and salary continuance insurances.

Workers Compensation (0352): The premium is based on our total payroll. The estimate is based on increases over the last three years since we switched providers.

Medicare (0401): includes Medicare for all employees and Social Security for an employee who waived OCERS membership.

Optional Benefit Plan (0403): This gives non-represented employees a lump sum which they may invest and/or receive as a taxable lump sum distribution.

Telephone—Other (0741): all internet and phone connections including backup lines.

Insurance (1100): includes package insurance and directors and officers and employment practices liability insurance. This includes estimated 5% increases.

Maintenance—Equipment (1300): includes computer hardware and software maintenance agreements and service contracts, along with estimated maintenance costs on compact shelving, the Lektriever microform storage systems, photocopiers and other office equipment, and furniture. The drop from last year reflects the end of the library's contract with Innovative Enterprises, the former provider of our integrated library system.

Maintenance—Building (1400): The county pays for custodial services and routine repairs. The library pays for repairs to the intrusion alarm and closed-circuit television systems; for pickup of hazardous, medical, and e-waste; and for any library-requested modifications outside the normal maintenance schedule. The drop from last year reflects the county's cessation and reimbursement of routine maintenance charges to the library.

Minor Alterations & Improvements (1402): an allowance for unexpected building modification work, e.g., adding an electrical outlet or card access point.

Memberships (1600): The library belongs to the Council of California County Law Librarians (CCCLL), the Innovate Users Group, the Innovative Law Users Group, and Califa, a non-profit corporation for library support services through which we receive discounts on supplies and some conference registrations. We pay dues to the American Association of Law Libraries and the Southern California Association of Law Libraries for five professional staff members.

Miscellaneous Expense (1700): includes interlibrary loan charges, technical training for network services staff, and general staff training.

Office Expense (1800): includes library supplies, general office supplies, signage, and personal protective equipment (PPE).

County Publishing Services (1801): printed matter such as business cards and brochures. We expect to use their services more this year, as the product is good and the prices competitive.

Periodicals (1802): includes loose-leaf services, pocket parts, and other forms of supplementation, along with journals, newsletters, etc. The number allows for expected cost increases of around 5% while reflecting a drop in the amount of supplementation issued by publishers who have been electing to issue brand new volumes instead (see the increase in the books budget below).



Postage (1803): includes planned rate increases by the Postal Service and increased shipping by the library of recently outdated materials to underfunded California county law libraries.

Minor Equipment (1809): covers purchases of less than \$5000, including a new web server, reference desk printer, safe, and electronic release system for our delivery doors.

Professional Services (1900): includes estimates for attorneys' fees, the Treasurer/Tax Collector's estimate for expenses related to managing the investment pool and our treasury funds, armored car and Pony Mail costs, and an allowance for employee inoculation at the county Health Care Agency. The reduced amount reflects the lack of auditor's fees, as our biennial audit was completed this fiscal year.

Databases (1901): Westlaw, Lexis, FastCase, CEB OnLAW, HeinOnline, LLMCDigital, Nolo Press and National Consumer Law Center e-books, Wolters Kluwer's VitalLaw database, and various online library utilities. The higher number reflects (1) the addition of Bloomberg Law to our offerings, (2) an increase in the price of Trellis that reflects a substantial increase of its content, and (3) price increases averaging 5%.

Contracts (1909): intrusion alarm monitoring and security guard service.

CWCAP (1911): the county's charge for accounting services and data system development.

County IT Charges (1940): charges for remote access to the county's secured network and associated costs. The increase is due to necessary security upgrades.

Rents & Leases—Equipment (2100): a postage meter and public copiers and related expenses. The cost of leasing copiers is offset by the library's full retention of all print and copy charges.

Books (2400): includes an estimated 5% average price increase from publishers, along with an increase by publishers of new editions in lieu of periodic supplementation.

Transportation & Travel—General (2600): covers validated parking, board meeting expenses, the December joint Board/Staff meeting, and monthly staff parking. The increase is due to inflationary pressures in the service economy.

Private Auto Mileage (2601): Library policy allows employees authorized to use private vehicles in the performance of their duties to be reimbursed at the county rate for mileage driven.

Garage Expense (2602): Under the board's Personnel and Salary Resolution and MOU with OCEA, each employee may be reimbursed a set amount each month for parking expenses. In the past, this was used by staff to park closer to work a few days a month. With staff now parking in the lot adjacent to our building, we do not expect much use of this benefit.

Transportation and Travel—Meetings (2700): includes the negotiated educational reimbursement program, costs for the director to attend two CCCLL business meetings, costs to attend various local meetings, and a \$3,000 professional development allowance for each of the five professional librarians.

Equipment (4000): the capital line, or purchases over \$5,000. This includes purchases of new window shades for the administrative area and replacement desk chairs, as approved by the board in May.

May 2024

Revenue	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
6610 Interest (on Cash)	\$ 22,900.29	\$ 209,818.00	\$ 105,750.00	198%	\$ 96,937.50
7430 Court Filing Fees	278,553.81	2,817,016.66	2,750,000.00	102%	2,520,833.33
7570 Library Services	-	2,450.00	2,060.34	119%	1,888.65
7590 Fee-based Services	1,360.00	3,618.00	2,800.00	129%	2,566.67
7670 Miscellaneous Revenue	1,028.00	37,824.82	10,000.00	378%	9,166.67
<b>TOTAL</b>	<b>\$ 303,842.10</b>	<b>\$ 3,070,727.48</b>	<b>\$ 2,870,610.34</b>	<b>107%</b>	<b>\$ 2,631,392.81</b>

State Supplemental Funding	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
6970 State, Other	\$ -	\$ 180,952.60	n/a	n/a	n/a

Operating Expenditures	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
0101 Regular Salaries	\$ 94,493.30	\$ 1,089,590.23	\$ 1,235,260.10	88%	\$ 1,132,321.76
0104 Annual Leave Payoff	-	21,516.48	29,557.80	73%	27,094.65
0200 Retirement	(4,957.03)	126,124.84	127,905.05	99%	117,246.30
0204 Executive Deferred Compensation	615.38	7,063.02	8,000.01	88%	7,333.34
0206 Retiree Medical	4,918.26	57,616.17	43,003.82	134%	39,420.17
0301 Unemployment Insurance	-	-	1,680.00	0%	1,540.00
0304 Management Employee Insurance	187.12	3,427.63	4,742.73	72%	4,347.50
0306 Health Insurance	14,061.64	156,156.28	189,860.59	82%	174,038.87
0319 Unit Employee Insurance	576.00	6,619.20	3,348.00	198%	3,069.00
0352 Worker's Compensation—General	-	3,608.00	3,515.57	103%	3,222.60
0401 Medicare	1,626.95	19,233.04	22,569.75	85%	20,688.94
0403 Optional Benefit Plan	-	11,500.00	11,500.00	100%	10,541.67
0450 Accrued Salary & Benefits	18,940.65	69,515.98	n/a	n/a	n/a
0741 Telephone—Other	996.63	11,134.40	12,668.52	88%	11,612.81
1100 Insurance	5,137.00	29,877.00	33,253.00	90%	30,481.92
1300 Maintenance—Equipment	943.61	63,266.14	85,784.62	74%	78,635.90
1400 Maintenance—Building	75.10	805.70	16,591.00	5%	15,208.42
1402 Minor Alterations & Improvements	-	2,017.46	3,000.00	67%	2,750.00
1600 Memberships	-	5,100.00	5,140.00	99%	4,711.67
1700 Miscellaneous Expense	-	446.29	6,317.50	7%	5,791.04
1800 Office Expense	103.01	7,858.83	10,844.54	72%	9,940.83
1801 County Publishing	-	341.32	2,132.55	16%	1,954.84
1802 Periodicals	19,766.34	188,532.74	236,196.16	80%	216,513.14
1803 Postage	-	724.50	600.00	121%	550.00
1809 Minor Equipment Controlled	560.17	9,919.55	11,202.85	89%	10,269.28
1900 Professional & Specialty Services	351.64	24,190.69	29,329.00	82%	26,884.92
1901 Databases	16,164.77	310,166.89	323,991.55	96%	296,992.25
1909 Contracts	3,959.01	43,122.18	50,285.73	86%	46,095.25
1911 CWCAP	-	14,001.00	13,995.00	100%	12,828.75
1940 County IT Charges	(459.99)	4,469.40	6,788.00	66%	6,222.33
2110 Short-Term Lease—Equipment	761.45	8,673.43	10,455.70	83%	9,584.39
2400 Books	6,912.14	59,786.44	84,269.07	71%	77,246.65
2600 Transportation & Travel—General	1,527.39	15,580.91	18,210.00	86%	16,692.50
2601 Private Auto Mileage	-	-	500.00	0%	458.33
2602 Garage Expense	-	92.00	500.00	0%	458.33
2700 Transportation & Travel—Meetings	2,595.52	6,053.52	17,150.00	35%	15,720.83
<b>TOTAL</b>	<b>\$ 189,856.06</b>	<b>\$ 2,378,131.26</b>	<b>\$ 2,660,148.20</b>	<b>89%</b>	<b>\$ 2,438,469.18</b>

Capital Income	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
6610 Interest (on Reserve)	\$ -	\$ 204,694.92	\$ 110,000.00	186%	\$ 110,000.00

Capital Expenditures	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
4000 Equipment	\$ -	\$ 43,679.33	\$ 42,547.86	103%	\$ 39,002.21



# 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

**May 31, 2024**

## Assets

### Current Assets

Operating Cash—County Treasury		\$ 6,277,464.36	
Petty Cash—Union Bank		19,299.54	
Local Agency Investment Fund (LAIF)			
Designated Reserve: Casualty Loss	\$ 500,000.00		
Designated Reserve: Employee Benefits	156,579.06		
Designated Reserve: Facility Needs	1,522,785.00		
Designated Reserve: Insurance	137,500.00		
Designated Reserve: Technology Upgrades	100,000.00		
Refundable Deposits	171,135.34		
Operating Reserve	2,984,892.09		
<i>Total LAIF</i>		<u>5,572,891.49</u>	
<i>Total Current Assets</i>			\$ 11,869,655.39

### Fixed Assets

Books		\$ 8,755,491.64	
Equipment		<u>3,335,455.86</u>	
<i>Total Fixed Assets</i>			12,090,947.50

### **Total Assets**

**\$ 23,960,602.89**

## Liabilities

### Current Liabilities

Accounts Payable	\$ -		
Payroll Payable	<u>69,515.98</u>		
<i>Total Current Liabilities</i>		\$ 69,515.98	

### Noncurrent Liabilities

Employee Benefits	\$ 156,579.06		
Refundable Deposits	<u>201,135.34</u>		
<i>Total Noncurrent Liabilities</i>		<u>357,714.40</u>	
<i>Total Liabilities</i>			\$ 427,230.38

## Capital

23,533,372.51

### **Total Liabilities and Capital**

**\$ 23,960,602.89**

*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.*

May 2024

Revenue	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
6610 Interest (on Cash)	\$ 22,900.29	\$ 209,818.00	\$ 105,750.00	198%	\$ 96,937.50
7430 Court Filing Fees	278,553.81	2,817,016.66	2,750,000.00	102%	2,520,833.33
7570 Library Services	-	2,450.00	2,060.34	119%	1,888.65
7590 Fee-based Services	1,360.00	3,618.00	2,800.00	129%	2,566.67
7670 Miscellaneous Revenue	1,028.00	37,824.82	10,000.00	378%	9,166.67
<b>TOTAL</b>	<b>\$ 303,842.10</b>	<b>\$ 3,070,727.48</b>	<b>\$ 2,870,610.34</b>	<b>107%</b>	<b>\$ 2,631,392.81</b>

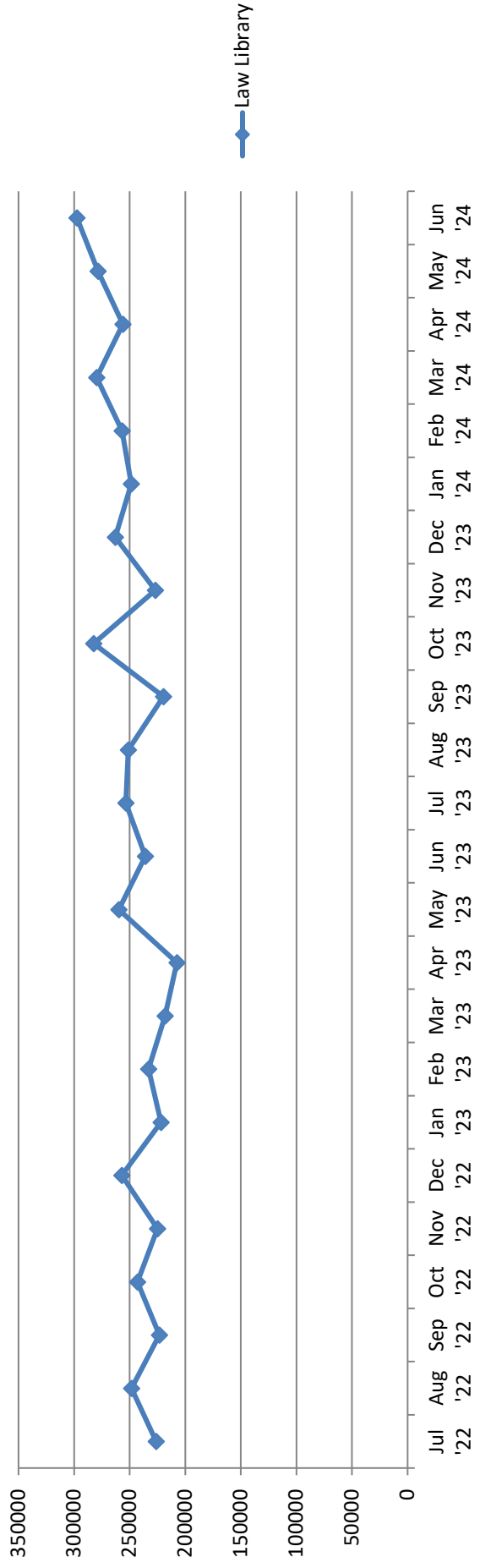
State Supplemental Funding	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
6970 State, Other	\$ -	\$ 180,952.60	n/a	n/a	n/a

Operating Expenditures	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
0101 Regular Salaries	\$ 94,493.30	\$ 1,089,590.23	\$ 1,235,260.10	88%	\$ 1,132,321.76
0104 Annual Leave Payoff	-	21,516.48	29,557.80	73%	27,094.65
0200 Retirement	(4,957.03)	126,124.84	127,905.05	99%	117,246.30
0204 Executive Deferred Compensation	615.38	7,063.02	8,000.01	88%	7,333.34
0206 Retiree Medical	4,918.26	57,616.17	43,003.82	134%	39,420.17
0301 Unemployment Insurance	-	-	1,680.00	0%	1,540.00
0304 Management Employee Insurance	187.12	3,427.63	4,742.73	72%	4,347.50
0306 Health Insurance	14,061.64	156,156.28	189,860.59	82%	174,038.87
0319 Unit Employee Insurance	576.00	6,619.20	3,348.00	198%	3,069.00
0352 Worker's Compensation—General	-	3,608.00	3,515.57	103%	3,222.60
0401 Medicare	1,626.95	19,233.04	22,569.75	85%	20,688.94
0403 Optional Benefit Plan	-	11,500.00	11,500.00	100%	10,541.67
0450 Accrued Salary & Benefits	18,940.65	69,515.98	n/a	n/a	n/a
0741 Telephone—Other	996.63	11,134.40	12,668.52	88%	11,612.81
1100 Insurance	5,137.00	29,877.00	33,253.00	90%	30,481.92
1300 Maintenance—Equipment	943.61	63,266.14	85,784.62	74%	78,635.90
1400 Maintenance—Building	75.10	805.70	16,591.00	5%	15,208.42
1402 Minor Alterations & Improvements	-	2,017.46	3,000.00	67%	2,750.00
1600 Memberships	-	5,100.00	5,140.00	99%	4,711.67
1700 Miscellaneous Expense	-	446.29	6,317.50	7%	5,791.04
1800 Office Expense	103.01	7,858.83	10,844.54	72%	9,940.83
1801 County Publishing	-	341.32	2,132.55	16%	1,954.84
1802 Periodicals	19,766.34	188,532.74	236,196.16	80%	216,513.14
1803 Postage	-	724.50	600.00	121%	550.00
1809 Minor Equipment Controlled	560.17	9,919.55	11,202.85	89%	10,269.28
1900 Professional & Specialty Services	351.64	24,190.69	29,329.00	82%	26,884.92
1901 Databases	16,164.77	310,166.89	323,991.55	96%	296,992.25
1909 Contracts	3,959.01	43,122.18	50,285.73	86%	46,095.25
1911 CWCAP	-	14,001.00	13,995.00	100%	12,828.75
1940 County IT Charges	(459.99)	4,469.40	6,788.00	66%	6,222.33
2110 Short-Term Lease—Equipment	761.45	8,673.43	10,455.70	83%	9,584.39
2400 Books	6,912.14	59,786.44	84,269.07	71%	77,246.65
2600 Transportation & Travel—General	1,527.39	15,580.91	18,210.00	86%	16,692.50
2601 Private Auto Mileage	-	-	500.00	0%	458.33
2602 Garage Expense	-	92.00	500.00	0%	458.33
2700 Transportation & Travel—Meetings	2,595.52	6,053.52	17,150.00	35%	15,720.83
<b>TOTAL</b>	<b>\$ 189,856.06</b>	<b>\$ 2,378,131.26</b>	<b>\$ 2,660,148.20</b>	<b>89%</b>	<b>\$ 2,438,469.18</b>

Capital Income	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
6610 Interest (on Reserve)	\$ -	\$ 204,694.92	\$ 110,000.00	186%	\$ 110,000.00

Capital Expenditures	May	FYTD	Budget	% of BUD	BUD @ 11 MOS
4000 Equipment	\$ -	\$ 43,679.33	\$ 42,547.86	103%	\$ 39,002.21

# Law Library Filing Fee Income



Estimated Number of Payments = (Total Remittance Divided by Fee Per Filing)					10-Jun-24
County: Orange					
Collection Month: April 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	\$3.92	1.96
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	\$1,085.00	31
GC 70670(a) 70602.5 70602.6	Family Law First Paper	\$435.00	\$35	\$1,424.09	40.688
Lab. 98.2; cross-ref. GC 70611 70602.5 70602.6	Appeal of Labor Commission Decision	\$435.00	\$35	\$0.00	-
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	\$35.00	1
GC 70613(b) 70602.5 CCP 1161.2	Limited \$10,000 Unlawful Detainer	\$240.00	\$35	\$23,424.95	669.284
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	\$3,007.90	85.94
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	\$5,197.08	148.488
GC 70613(a) 70602.5	Limited >\$10K <=\$25K	\$370.00	\$35	\$32,232.90	920.94
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	\$35.00	1
GC 70652 70602.5 70602.6	Probate - Internal Affairs	\$435.00	\$35	\$210.00	6
GC 70670(d) 70602.5 70602.6	Marriage Dissolution Response	\$435.00	\$35	\$1,918.00	54.8
GC 70650(b) (c) 70602.5 70602.6	Probate Petitions or Objections	\$435.00	\$35	\$4,303.60	122.96
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	-
GC 70621(a)(2)	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	-
B&P 6322.1(c); cross-ref. GC 70613(b)	Limited \$5,000	\$181.00	\$8	\$5,544.00	693
B&P 6322.1(c); cross-ref. GC 70614(b)	Limited Response \$5,000	\$181.00	\$8	\$63.84	7.98
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	\$48,123.60	1,374.96
GC 70614(a) 70602.5	Limited Response >\$10K <=\$25K	\$370.00	\$35	\$4,748.10	135.66
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	\$0.00	-
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	\$5,312.30	151.78
GC 70611 70602.5 70602.6	Unlimited Civil Filing	\$435.00	\$35	\$64,616.85	1,846.20
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	\$459.74	229.87
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	\$69.30	1.98
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	\$346.50	9.9
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	\$8,398.60	239.96
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	\$490.00	14
GC 70670(b) 70602.5 70602.6	Marriage Dissolution - First Paper	\$435.00	\$35	\$22,415.65	640.447
GC 70670(c) 70602.5 70602.6	Family Law Response	\$435.00	\$35	\$2,115.25	60.436
GC 70612 70602.5 70602.6	Unlimited Civil Filing Response	\$435.00	\$35	\$61,591.08	1,759.75
<b>of Orange Total</b>				<b>\$297,415.85</b>	<b>9,256.93</b>



**Submitted Warrant Lists Summary**  
May 2024

5/1/2024	Thomson Reuters-West	\$14,908.02	Monthly library plan payment
	Practising Law Institute	\$517.43	Two updates
	Banks & Jordan (Richard E. Flamm)	\$136.34	One update
	Regents of UC-CEB	\$428.85	One update
5/6/2024	U.S. Bank	\$2,103.43	Purchasing card payment
	U.S. Bank	\$1,744.59	Travel card payment
5/8/2024	Thomson Reuters-West	\$5,705.55	Monthly Westlaw access
	Juris Publishing	\$52.20	One update
	Sharp Electronics Corp.	\$89.90	Photocopier maintenance
	Wolters Kluwer Legal & Regulatory US	\$321.09	One update
	Practising Law Institute	\$475.66	Two titles and one update
	Data Trace Publishing Company	\$264.95	One update
	American Bar Association	\$425.72	Six titles
	Regents of UC-CEB	\$2,738.67	Two titles and five updates
5/16/2024	Practising Law Institute	\$268.97	One update
	Matthew Bender & Co.	\$9,234.22	LexisNexis Digital Library
	William S. Hein & Co.	\$1,225.00	Database annual renewal
	American Alarm Systems, Inc.	\$75.10	Alarm system maintenance
	Capitol Enquiry	\$24.80	One title
	Daily Journal Corp.	\$326.00	One update
	The Alpha & Omega Group Security	\$3,959.01	Security guard service
	Regents of UC-CEB	\$298.91	One title
	Demco	\$21.23	Library supplies
5/22/2024	Sharp Electronics Corp.	\$58.14	Photocopier maintenance
	Wolters Kluwer Legal & Regulatory US	\$252.54	One update
	Practising Law Institute	\$1,218.63	Five updates
	Banks & Jordan (Richard E. Flamm)	\$123.54	One update
	Midwest Library Service	\$37.78	One title
	Regents of UC-CEB	\$1,477.33	One title and two updates
	Orange County Public Law Library	\$9,311.87	Petty cash reimbursement

## LIBRARY PETTY CASH REIMBURSEMENT LIST

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

May 22, 2024

VENDOR	CODE	AMOUNT
Sharp Electronics Corp.	1300-1304	\$45.57
Aztec Leasing, Inc.	2110	\$761.45
AT&T	0741	\$502.38
AT&T	0741	\$92.25
Charter Communications	0741	\$314.18
SullivanCurtisMonroe	1100	\$5,137.00
Brendan Starkey	2700	\$1,061.32
Business Process Automation Company	1300-1304	\$750.00
CA Dept. of Tax and Fee Administration	1802-5008	\$168.00
	2400-2407	\$211.00
	1800	\$12.00
AT&T	0741	\$58.70
AT&T	0741	\$29.12
Ingram Library Services	2400-2401	\$68.90
William M. Walker	9130	\$100.00
	0741	\$996.63
	1100	\$5,137.00
	1300-1304	\$795.57
	1800	\$12.00
	1802-5008	\$168.00
	2110	\$761.45
	2400-2401	\$68.90
	2400-2407	\$211.00
	2700	\$1,061.32
	9130	\$100.00
<b>TOTAL</b>		<b>\$9,311.87</b>

**ORANGE COUNTY PUBLIC LAW LIBRARY  
CAL CARD**

**Month of April 2024 - May 2024**

**P-CARD LOG**

Card Holder	Date of Purchase	Vendor's Name	Description of Merchandise	Amount Billed
Brendan Starkey		No Activity		
Kelsey Chrisley	4/24/24	BNI Building News	2024 Greenbook	\$ 170.63
	4/26/24	Amazon.com	Office Supplies	\$ 19.63
	5/1/24	Amazon.com	Office Supplies	\$ 69.88
	5/6/24	Westates Stamp	Custom stamp: PAID	\$ 59.78
	5/6/24	Primo Water	Sparkletts Water	\$ 59.38
Scott Enke		No Activity		
			Total	\$ 379.30

**TRAVEL CARD LOG**

Card Holder	Date of Purchase	Vendor's Name	Description of Merchandise	Amount Billed
Brendan Starkey	5/8/24	American Conference Institute	AALL Luncheon Refund	\$ (75.00)
	5/13/24	Jersey Mike's	Board Meeting Lunch	\$ 97.00
Kelsey Chrisley		No Activity		
Scott Enke		No Activity		
			Total	\$ 22.00

### Building & Security Event Log

Date	Time	Event	Response
05/11/2024		Central Utility Facility (CUF) scheduled power outage.	Staff carried out restoral procedures successfully.
05/13/2024	5:19 a.m.	County elevator technician set off building alarm.	Staff responded to the alarm monitoring company and canceled law enforcement response.
05/17/2024	11:57 p.m.	Custodians set off building intrusion alarm.	Staff confirmed with the alarm monitoring company that law enforcement was not required.
05/06/2024		Staff submitted a work request for maintenance of the smoke guard fire curtains associated with elevator #3.	
06/03/2024	6:15 a.m.	Staff discovered complete water shutoff to building necessitated by vandalism to the main pipe.	County plumbers installed a temporary fix on 6/3 and carried out a tricky full repair on 6/4 by reassigning plumbers from other jobs.
06/05/2024	12:55 p.m.	Security guard asked violent patron to leave the library.	He immediately left.
06/05/2024	3:32 p.m.	Security guard asked another patron to leave the library for not complying with library rules. He refused.	SAPD called at 4:32; patron left voluntarily before police arrived.
06/06/2024	12: 07 a.m.	Fire alarm detected by alarm monitoring service; fire department notified and arrived at 12:25 a.m.; custodians onsite heard no alarm sounding but admitted fire department to the building; fire department found no fire or smoke.	Staff submitted work request to county; county determined fire alarm dialer not communicating properly with the monitoring station due to operator error, likely by maintenance staff.
06/07/2024	8:25 a.m.	Ongoing communications issues with fire alarm dialer experienced by alarm monitoring service; staff canceled fire department response.	Repairs continue.

06/17/2024		Staff noted library's servers affected by two unscheduled power outages on 6/16 at 10:09 p.m. and 6/17 at 2:33 a.m.	
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# 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

## RECENT ACQUISITIONS

### **Adverse possession -- United States -- Trial practice.**

GEN4: KF685.A4 G65 2024

[Litigating adverse possession cases: pirates v. zombies](#). Paul Golden. Chicago, Illinois: American Bar Association, Real Property, Trust, and Estate Law Section, 2024.

### **Appellate procedure -- United States.**

GEN3: KF9054 9th .N442

[Federal Ninth Circuit civil appellate practice](#). 2024 ed. [North Hollywood, California]: The Rutter Group, a division of Thomson Reuters, 2024-

### **Arbitration and award -- United States.**

GEN4: KF9085 .S36 2024

[The arbitration conversation: insights and wisdom from experts in the field](#). Amy J. Schmitz. Chicago, Illinois: American Bar Association, Dispute Resolution Section, 2024.

### **Burden of proof -- United States.**

GEN4: KF9660 .B35 2024

[The rule-out method of criminal defense](#). David Ball, with Elliot Abrams [and 7 others]. Chicago, Illinois: American Bar Association, Criminal Justice Section, 2024.

### **Civil procedure -- United States -- States.**

GEN4: KF8841 .C37 2024

[What is happening to state trial court civil filings?](#) Alan Carlson and John Greacen. Chicago, Illinois: American Bar Association, Judicial Division, 2024.

### **Competition, Unfair -- United States.**

GEN4: KF1610 .M354 2024

[Intellectual property and unfair competition in a nutshell](#). Eighth edition. David J. Friedman. Eagan, MN: West Academic, 2024.

JUNE 2024

**Constitutional law -- United States.**

GEN4: KF4550 .B368 2024

[Constitutional law in a nutshell](#). Eleventh edition. Jerome A. Barron, C. Thomas Dienes. Eagan, MN: West Academic, 2024.

**Copyright -- Computer programs -- United States.**

GEN4: KF3024.C6 C56 2024

[The practical guide to software licensing and cloud computing](#). Eighth edition. H. Ward Classen. Chicago, Illinois: American Bar Association, Business Law Section, 2024.

**Copyright -- United States -- Popular works.**

REFSH, GEN4: KF2995 .F53 2024

[The copyright handbook: what every writer needs to know](#). 15<sup>th</sup> edition. Stephen Fishman. El Segundo, CA: Nolo, 2024.

**Corporate governance -- United States.**

GEN4: KF1422 .G73 2024

[Corporate governance: understanding the board-management relationship](#). H. Stephen Grace, Jr., Suzanne H. Gilbert, Joseph P. Monteleone, S. Lawrence Prendergast. Chicago, Illinois: American Bar Association, Business Law Section, 2024.

**Corporation law -- California.**

GEN3: KFC337 .B3622

[California civil practice. Business litigation](#). Spring 2024 ed. Eagan, MN: Thomson Reuters, 2024-

**Discrimination in employment -- Law and legislation -- United States.**

GEN4: KF3464 .E566

[Employment discrimination law](#). Third edition, 2024-1. Eagan, MN: Thomson Reuters, 2024-

**Divorce mediation -- United States -- Popular works.**

GEN4: KF535 .S76 2024

[Divorce without court: a guide to mediation & collaborative divorce](#). 7<sup>th</sup> edition. Katherine E. Stoner. El Segundo, CA: Nolo, 2024.

**Domestic relations -- California.**

GEN3: KFC115.A15 C348

[California civil practice. Family law litigation](#). Spring 2024 ed. Updated by the publisher's editorial staff. Eagan, MN: Thomson Reuters, 2024-

**Domestic relations -- California.**

GEN3 KFC115 .C3392

[California family law practice](#). Second edition, 2024-1. [Eagan, MN]: Thomson Reuters, 2024-

**Electronic funds transfers -- Law and legislation -- United States.**

GEN4: KF1030.E4 B56 2024

[Blockchain for business lawyers](#). Second edition. Mark W. Rasmussen, Samuel L. Walling, and Dorothy N. Giobbe, editors. Chicago, Illinois: American Bar Association Science & Technology Law Section, 2024.

**Evidence, Prima facie -- United States.**

GEN4: KF8940.P7 D7782

[Defense against a prima facie case](#). 2024 ed. [Eagan, Minnesota]: Thomson Reuters, 2024-

**Income tax -- United States.**

GEN4: KF6572 .B43 2024

[Income taxation of property acquired from a decedent](#). Matthew S. Beard. New York City: Practising Law Institute, 2024.

**Insider trading in securities -- Law and legislation -- United States.**

GEN4: KF1439.A1 S43 v.18

[Insider trading: regulation, enforcement, and prevention](#). 2024 ed. Eagan, MN: Thomson Reuters, 2024-

**Real estate development -- Law and legislation -- United States.**

GEN4: KF5698.3 .C353 2024

[Development by agreement: a tool kit for land developers and local governments](#).

Second edition. Julie A. Tappendorf, Cecily Barclay, and Matthew Gray. Chicago, Illinois: American Bar Association, State and Local Government Law Section, 2024.

**Trademarks -- Law and legislation -- United States.**

GEN4: KF3180 .M2922

[McCarthy on trademarks and unfair competition](#). Fifth edition, 2024-1. Eagan, Minnesota: Thomson Reuters, 2024-

**Vaccination -- Law and legislation -- United States -- Congresses.**

GEN4: KF3808.A75 N38 2024

[First National Vaccine Law Conference: papers and proceedings](#). Loren Milliken, Montrece Ransom, Alexandra Bhatti, Angela Shen, editors. Chicago, Illinois: American Bar Association, Health Law Section, 2024.