

AGENDA
PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES
REGULAR DATE MEETING

June 21, 2021

6:30 p.m.

Community Meeting Room

411 E. Chapman Avenue

Call-in Number: (669) 900-6833

Meeting ID: 850 1206 7452








Password: 046086

Mission Statement:

Placentia Library District provides lifelong learning and reading opportunities that inspire, open minds, and bring our community together.

The Centennial Vision Statement:

The Vision of the Trustees is intended to help celebrate the 100-year anniversary of the District.

-  We will be the place where the community “sees and experiences” the technical edge and premier programming.
-  We will renovate and expand our Library.
-  We will remain financially self-sufficient.
-  We will seek strong community support.
-  We will reach our community with an active marketing plan.
-  We will increase the percentage of our operating budget that supports establishing the premier collection in Orange County.
-  We will plan for maintaining our qualified and professional staff.

AGENDA DESCRIPTIONS: *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

REPORTS AND DOCUMENTATION: *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 200.*

PLEDGE OF ALLEGIANCE Library Board President

CALL TO ORDER

1. Call to Order Library Board President

2. Roll Call Recorder

3. Adoption of Agenda

This is the opportunity for Board members to delete items from the Agenda, to continue items, to re-order items, and to make additions pursuant to Government Code Section 54954.2(b).

Presentation: Library Director

Recommendation: Adopt by Motion

4. Oral Communications

Members of the public may address the Library Board of Trustees on any matter within the jurisdiction of the Board. Presentations by the public are limited to 5 minutes per person. Members of the public are also permitted to address the Library Board of Trustees on specific Agenda Items before and at the time that an Item is being considered by the Board. Action may not be taken on items not on the Agenda except in emergencies or as otherwise authorized. Reference: California Government Code Sections 54954.3, 54954.2(b).

TRUSTEE & ORGANIZATIONAL REPORTS

5. Board President Report - oral

The President makes announcements of general interest to the community and the Library Board of Trustees as well as conducting any ceremonial matters.

6. Trustee Reports

The Trustees make announcements of general interest to the community and the Library Board of Trustees, and report on meetings attended on behalf of the Board of Trustees.

7. Library Director Report

8. Placentia Library Friends Foundation Board of Director's Report

CONSENT CALENDAR (Items 9 – 22)

Presentation: Library Director

Recommendation: Approve by Motion

Items 9 – 22 may be considered together as one motion to approve the Consent Calendar. Items may be removed for individual consideration before the Consent Calendar is adopted. Items removed must then each have a separate motion.

MINUTES (Item 9)

9. Minutes of the May 17, 2021 Library Board of Trustees Regular Date Meeting. (Receive & File and Approve)

CASH FLOW ANALYSIS (Items 10 – 11)

10. Check Register for May 2021. (Receive & File and Approve)

11. FY2020-2021 Cash Flow Analysis through May 2021; the Schedule of Anticipated Property Tax Revenues for FY2020-2021 as provided by the Orange County Auditor. (Receive & File).

TREASURER'S REPORTS (Items 12 – 15)

12. Financial Reports for May 2021 for Placentia Library District Accounts on Deposit with the Orange County Treasurer. (Receive & File)

13. Balance Sheet for May 2021. (Receive & File)

14. Acquisitions Report for May 2021. (Receive & File)

15. Entrepreneurial Activities Report for May 2021. (Receive & File)

GENERAL CONSENT REPORTS (Items 16 – 18)

16. Personnel Report for May 2021. (Receive, File, and Ratify Appointments)

17. Circulation Report for May 2021. (Receive & File)

18. Review of Shared Maintenance Costs with the City of Placentia under the JPA. (Receive & File)

STAFF REPORTS (Items 19 – 22)

19. Administration Report for May 2021.

20. Children's Services Report for May 2021.

- 21. Adult Services Report for May 2021.
- 22. Placentia Library Web Site & Technology Report for May 2021.

PRESENTATIONS

- 23. Library Staff Reports - California Library Association Presentations and Attendance.

NEW BUSINESS

- 24. Discuss and Review Financial Audit I.T. Security Recommendations
- 25. Award Contract to Clifton Larson Allen LLP to Perform the Financial Audit, Management Letter, Financial Transactions Report and Supplement to the Annual Report, and Preparation of the GANN Limit Review Report for the 2020-2021 Fiscal Year.
- 26. Adoption of Resolution 21-07: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Appropriations Limitation for the 2021-2022 Fiscal Year.
- 27. Conference Authorization for Trustees and the Assistant Library Director to Attend the California Special District Association (CSDA) Annual Conference in Monterey, California, August 30 – September 2, 2021.
- 28. California Special Districts Association Call for Nominations - Seat A.
- 29. Receive and File the City of Placentia Resolution R-2021-43: A Resolution of the City Council of the City of Placentia, California, Expressing Support for the Placentia Library District to Continue Under the Current Leadership Structure and Operation Model.
- 30. Authorize Allocation of Funds for SMS Texting Upgrade Expense.
- 31. Adoption of Policy 2011 – Flexible Work Schedule Policy.
- 32. Library Board of Trustees July 19, 2021 Meeting.
- 33. 2021 Staff Appreciation and Recognition Fund Request.
- 34. Report of the Joint-Use Committee Meeting by President Martin.
- 35. Legislative Updates from Secretary Carline.

AGENDA DEVELOPMENT

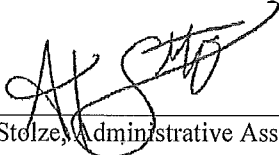
- 36. Agenda Preparation for the July Date Meeting which will be held on July 19, 2021 unless re-scheduled by the Library Board of Trustees.

ADJOURNMENT

- 37. The Library Board of Trustees will adjourn the June 21, 2021 meeting.

*****CERTIFICATION OF POSTING*****

I, Alyssa Stolze, Administrative Assistant of the Placentia Library District, hereby certify that the Agenda for the June 21, 2021 Regular Date Meeting of the Library Board of Trustees of the Placentia Library District was posted on June 17, 2021.


Alyssa Stolze, Administrative Assistant



Page intentionally left blank

MINUTES
PLACENTIA LIBRARY DISTRICT
REGULAR DATE MEETING OF THE BOARD OF TRUSTEES
MAY 18, 2021

CALL TO ORDER

President Martin called the Regular Date Meeting of the Placentia Library District (PLD) Board of Trustees to order on May 18th, 2021 at 6:32 p.m.

Members Present: President Jo-Anne Martin, Secretary Gayle Carline, Trustee Sherri Dahl, Trustee Hilaire Shioura, Trustee Al Shkoler.

Members Absent: None.

Staff Present: Jeanette Contreras, Library Director; Yesenia Baltierra, Assistant Library Director; Fernando Maldonado, Business Manager; Alyssa Stolze, Administrative Assistant; Jon Legree, Systems Librarian.

Counsel Present: David DeBerry, Woodruff, Spradlin & Smart.

Guests: Stephanie Beverage, Placentia Resident; John Sparks, Placentia Resident; Mark O'Brien, Library Patron; Laura DeLeon, Library Clerk; Megan Tolman, Librarian; Venessa Faber, Library Assistant; Wendy Amireh, Supervising Librarian; Shellie McCurdy, Library Assistant; Katie Matas, Librarian; Victor Meza, Library Assistant; Julie Stefan, Library Patron; Dale Carline, Placentia Resident.

ADOPTION OF AGENDA

It was motioned by President Martin to adopt the agenda as presented. It was moved by Trustee Shkoler and seconded by Secretary Carline adopt the agenda (Item 3).

AYES:	Martin, Carline, Dahl, Shioura, Shkoler
NOES:	None
ABSENT:	None

ORAL COMMUNICATION

None (Item 4).

BOARD PRESIDENT REPORT

President Martin attended the CLA Virtual Conference, presented at the conference with Secretary Carline, Director Contreras and Mr. DeBerry, attended a Joint Use Committee Meeting, and participated in the video for the District's CLA PRExcellence Award. President Martin reported that she also continued tutoring, volunteering at Charity's Closet, and partaking in community food distribution.

**TRUSTEE &
ORGANIZATIONAL
REPORTS**

Secretary Carline attended the Joint Use Committee Meeting, ISDOC Quarterly Luncheon, LAFCO Budget Meeting, the CLA Conference, and presented with President Martin, Director Contreras and Mr. DeBerry at the conference.

Trustee Dahl attended the PLFF Board Meeting, the CLA Virtual Conference, and the Orange County Council of Government's Meeting. Trustee Dahl also volunteered at PLFF's Farmer's Market Fundraiser.

Trustee Shioura attended the CLA Virtual Conference.

Trustee Shkoler used his PLFF Gala auction package.

LIBRARY DIRECTOR REPORT

Library Director Contreras reported on her activities with attending the CLA Conference, commending staff on their numerous sessions, in addition to reporting out on the three presentations she gave at the conference. Library Director Contreras provided an update regarding Governor Newsom’s infrastructure plans and noted majority of the funding will be grant based. Director Contreras also attended the Joint Use Committee meeting.

FRIENDS FOUNDATION REPORT

Placentia Library Friends Foundation (PLFF) President Naydia Chantarasompoth provided updates on the PLFF farmer’s market fundraiser, increase in volunteers, the announcement of the Second Sunday Book Sale returning in June, and the plan for a two day July blow out sale to kick off Phase 3. Moreover, PLFF has been utilizing Etsy to sell VHS tapes and miscellaneous items, which has been going very well.

CONSENT CALENDAR

It was moved by Trustee Shkoler and seconded by Secretary Carline to approve Agenda Items 9-22. A roll call vote was taken:

- AYES: Martin, Carline, Dahl, Shioura, Shkoler
- NOES: None
- ABSENT: None

MINUTES FOR APRIL 19, 2021 REGULAR DATE MEETING.

The minutes for the April 19th, 2021 Regular Date Board Meeting were received, reviewed and filed (Item 9).

- AYES: Martin, Carline, Dahl, Shioura, Shkoler
- NOES: None
- ABSENT: None

CASH FLOW ANALYSIS AND TREASURER’S REPORTS

Check Registers for April 2021 (Item 10)
Fund 707 Balance Report for April 2021 (Item 11)

Financial Reports through April 2021 for Placentia Library District Accounts on Deposit with the Orange County Treasurer and Placentia Library District General Ledger: Summary of Cash and Investments. (Item 12)

Balance Sheets for April 2021 (Item 13)
Acquisitions Report for April 2021 (Item 14)
Service Revenue Report for April 2021 (Item 15)

GENERAL CONSENT REPORTS

Personnel Report for April 2021 (Item 16)
Circulation Report for April 2021 (Item 17)
Review of Shared Maintenance Costs with the City of Placentia (Item 18)

STAFF REPORTS

Administration Report for April 2021 (Item 19)
Children’s Services Report April 2021 (Item 20)
Adult Services Report for April 2021 (Item 21)
Placentia Library Website Technology Report for April 2021 (Item 22)

PRESENTATION OF THE DISTRICT’S IT STRATEGIC PLAN PRESENTED BY SYSTEMS LIBRARIAN, JON LEGREE.

Systems Librarian, Jon Legree, provided a presentation of the District’s accomplishments for 2019-2021 Fiscal Years and the IT Strategic Plan for the 2021-2023 Fiscal Years. This presentation included the plan to deploy a new library web site using WordPress CMS, implement a support ticketing system in Microsoft Power Apps, increase staff collaboration and coordination in Microsoft Teams, implement a staff cybersecurity awareness training, and deploy a library app using OCLC CapiraMobile. Trustee Shioura asked if a 3D Printer could be included in the IT Strategic Plan. Director Contreras explained that 3D Printers, based on other libraries implementation of 3D Printers and community surveys pre-renovation, lacked positive statistics and were unfavorable. No action was taken at this time.

PRESENTATION OF THE DISTRICT’S WEBSITE CHANGES PRESENTED BY SYSTEMS LIBRARIAN, JON LEGREE.

Systems Librarian, Jon Legree, provided a presentation of the history of the District’s website, starting from 2004 to present day. Mr. Legree presented previews of the new websites functions, such as being fully searchable and real time library card applications in addition to providing projected performance measures. No questions were presented and no action was taken at this time.

PRIVATIZATION OF LIBRARY SERVICES AND ASSESSMENT OF LIBRARY SYSTEMS & SERVICES (LS&S).

At the April 19, 2021 Library Board of Trustees meeting, Trustee Shioura requested that privatization of library services and an assessment of Library Systems & Services (LS&S) be discussed at the May meeting. Director Contreras presented statistics and data in addition to a visual presentation with the recommendation to maintain library management and operations with the District under the current leadership and team as evidenced by the District’s successes with its fiscal, management, innovation, awards and recognitions, programs, services, transparencies, and responses to its community.

President Martin then opened the item for public comment. Stephanie Beverage, Placentia resident and former Huntington Beach Library Director, read a letter from her parents, also Placentia residents, against outsourcing and provided her professional experience and recommendations against privatization of the library, the misuse of its funds, and her reaction as a resident to what it would mean to residents to use tax money towards a private company. John Sparks, Placentia resident, then addressed Trustee Shioura urging he take his role as Trustee more seriously, to read the agenda and board packet, and to learn more about the library he represents and how well it serves the community instead of pursuing extreme measures such as outsourcing. Moreover, Walter O’Brien, a library patron, spoke on behalf of himself and his family against outsourcing the library, concerned with losing the relationship, customer service, and quality of service the library currently offers patrons. Lastly, Laura DeLeon, Library Clerk, spoke in agreement with the

recommendation to not move forward with outsourcing, noting as a staff member how it would negatively impact the structure of the library, the quality of its services, and the relationships between staff, board members and the public.

President Martin then opened the discussion to the Board of Trustees. Trustee Shioura felt the public did not have enough time to review the board packet and that there was misinformation in the State Library statistics, American Library Association information and other reports provided. Moreover, Trustee Shioura stated that privatization was not the same as outsourcing, noting the library staff would be retained and outsourced by LS&S, and wanted to follow in step with what the City of Placentia did with the Fire Department. President Martin corrected this example in stating that the City of Placentia was outsourcing their fire department from OCFA and brought it back to a city-controlled service.

Trustee Shioura motioned to have the item brought back in 60 days. His motion was not seconded and tabled. Trustee Dahl asked it to also be on the record that the assumption that the staff would remain the same is an insult to their skills as privatizing would greatly impact their livelihood. After further discussion, Secretary Carline motioned to maintain library management and operations with the District under the current leadership and team as evidenced by the District’s successes with its fiscal, management, innovation, awards and recognitions, programs, services, transparencies, and responses to its community. Trustee Shioura stated once again that he would like this item postponed 60 days to allow the public more time to read the item and be presented with more facts. Secretary Carline’s motion was seconded by Trustee Dahl. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
NOES: Shioura
ABSENT: None

PUBLIC RECORDS REQUEST AND DISTRICT EMAILS AS OPEN SOURCE.

At the April 19, 2021 Library Board of Trustees meeting, Trustee Shioura requested that an item regarding providing access to all District emails be made available to the public. Director Contreras provided information reports to thoroughly cover the costs associated with emails as an open source in addition to reiterating the District’s current compliance with the California Public Records Act. Trustee Shioura stated there was a miscommunication in his request at the last meeting, stating the request is to have the Board and managerial staff only as an open source; not all District staff. After some discussion, it was motioned by President Martin and seconded by Trustee Shkoler to not move forward with an open source to District emails due to costs as District records can be obtained through the Public Records Act request form. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
NOES: Shioura
ABSENT: None

AUTHORIZATION OF AN AMENDMENT TO POLICY 5070 – RULES OF ORDER FOR BOARD AND COMMITTEE MEETINGS.

Director Contreras presented the recommendation of amendments to Policy 5070- Rules of Order for Board and Committee meetings. These amendments included disruptive conduct proceedings and no use of e-communication in Board Meetings. Director Contreras stated the expectations of Board Members are to represent the District in the utmost respect and professional manner while maintaining the highest level of integrity. To ensure meetings are conducted with minimal disruptions and to maintain order, Board Members shall adhere to the meeting decorum as proposed in Policy 5070. Trustee Shioura inquired about what would qualify as disruptive conduct and asked for each item to be listed in the policy. At the advisement of legal counsel, the verbiage in the report is in line with California State Law and would not need this inclusion. After additional discussion, Trustee Shkoler motioned to approve the proposed amendments to Policy 5070 – Rules of Order for Board and Committee Meetings, as presented and inclusive of input from the Library Board of Trustees. Trustee Shioura stated he would not be voting yes on this item because the Police Department is across the plaza and, therefore, Board Meetings are safe as is. Trustee Shkoler’s motion was seconded by Secretary Carline. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
 NOES: Shioura
 ABSENT: None

AUTHORIZATION OF AN AMENDMENT TO POLICY 5020 – BOARD MEETING AGENDA.

Director Contreras presented that as per Policy 1000, it is the intent of the Board of Trustees of Placentia Library District to maintain a Manual of Policies. The Manual of Policies will serve as a resource for Trustees, staff and members of the public in determining the manner in which matters of District business are to be conducted. Policy 5020 – Board Meeting Agenda was adopted in 2004 and last reviewed and updated in February 2013. To establish and define clarity with which an item can be placed on an agenda to be discussed at a public board meeting, Administration recommends amendments to Policy 5020 as presented. The amendments include a timeline of 14 working days prior to a meeting for an agenda item to be asked for and that it must receive a second to be placed on the agenda when requested at a board meeting. After some discussion, it was motioned by Secretary Carline and seconded by Trustee Shkoler to approve the proposed amendments to Policy 5020 – Board Meeting Agenda, as presented and inclusive of input from the Library Board of Trustees. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
 NOES: Shioura
 ABSENT: None

AUTHORIZATION OF AN AMENDMENT TO POLICY 2020 – VACATIONS.

At the March 15, 2021 Budget Work Session, an amendment to Policy 2020 - Vacations was presented, as part of the 2021-2023 Fiscal Year Budget. The Board adopted the 2021-2023 Budget at the April 19, 2021 meeting; however, the amended Policy 2020 was not included in the budget adoption procedure. It was motioned to approve the proposed amendments to Policy 2020 - Vacations, as

presented and inclusive of input from the Library Board of Trustees by President Martin and seconded by Secretary Carline. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shioura, Shkoler
 NOES: None
 ABSENT: None

INTRODUCTION AND FIRST READING OF PROPOSED POLICY 2011 – FLEXIBLE WORK SCHEDULE POLICY.

Director Contreras presented how workplace flexibility a mutually beneficial arrangement between employees and employers. The changing nature of work and the workforce is driving the need for more innovative and effective work arrangements. The 2020 covid-19 pandemic demonstrated the immediate need for workplace flexibility. The District responded by adopting Policy 2045 – Coronavirus (COVID-19) Leave Policy and approval of the Covid-19 Re-Opening Plan which outlines the different phases of opening inclusive of work schedules. After some discussion, Secretary Carline motioned to approve the First Reading of Policy 2011 – Flexible Work Schedule Policy and to waive future reading of the Policy and schedule the second reading and adoption at the June 21, 2021 Board of Trustees Meeting. This motion was seconded by Trustee Shkoler. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shioura, Shkoler
 NOES: None
 ABSENT: None

AUTHORIZATION OF RECLASSIFICATION AND AMENDMENTS TO POLICY 2309 – JOB DESCRIPTION – ADMINISTRATIVE ASSISTANT.

At the March 15, 2021 Budget Work Session, an amendment to Policy 2309 – Job Description – Administrative Assistant was presented, as part of the 2021-2023 Fiscal Year Budget. The Board adopted the 2021-2023 Budget at the April 19, 2021 meeting; however, the amended Policy 2309 was not included in the budget adoption procedure. President Martin opened the item for discussion. Trustee Shioura inquired about the educational qualifications and the Board discussed how the Associates of Arts degree minimum education is in line with other Executive Assistant job descriptions. It was motioned by President Carline and seconded by Trustee Dahl to approve the proposed amendments to Policy 2309 – Administrative Assistant, as presented and inclusive of input from the Library Board of Trustees. A roll call vote was taken:

AYES: Martin, Carline, Dahl, Shkoler
 NOES: Shioura
 ABSENT: None

REPORT OF THE JOINT-USE COMMITTEE MEETING BY PRESIDENT MARTIN.

President Martin reported out on the May 6, 2021 Joint-Use Committee Meeting, which included a discussion regarding fire personnel vehicles to park on All America Way rather than in the parking lot to ease parking lot impacts. Moreover, the City reported out that they are partnering with Placentia businesses for mobile POD sites to distribute Pfizer and Johnson & Johnson vaccines. Additionally, the City approved a \$4.3 million street repair initiative for the southeast section of town. Furthermore, Placentia is officially a Tree City USA destination with over 150 trees planted in the last year. The issue regarding fire personnel vehicles, in addition to parking lot

maintenance due to an abundance of trash and continuation of citations for overnight parking violations, will be addressed by Director Estevez. Director Estevez will also provide Director Contreras a reference to a consultant regarding impact fees and construction index. The next Joint-Use Committee meeting is scheduled for Thursday, June 3rd.

REVIEW OF ACTION ITEMS

Secretary Carline requested to provide a report on active legislation that would affect the library on next month's agenda. Secretary Carline's agenda request was seconded by Trustee Shioura, approving it to be included on the June 21, 2021 Regular Date Meeting Agenda. Trustee Shioura then requested to have a grant to cover Library IQ placed on next meeting's agenda. His request was not seconded. The next Board Meeting will be on June 21st, 2021 at 6:30 p.m.

ADJOURNMENT

The Board of Trustees Regular Date Meeting of May 18th, 2021 was adjourned at 8:25 p.m.

Jo-Anne Martin, President
Library Board of Trustees

Gayle Carline, Secretary
Library Board of Trustees



Page intentionally left blank

4:16 P.M.
06/02/21
Accrual Basis

Placentia Library District
Check Register
May 2021

Date	Ref No.	Payee	Memo	Payment	Type
05/10/2021	11707	Baker & Taylor	Books	7,947.98	Bill Payment
05/10/2021	11708	Baker & Taylor	Books	4,793.24	Bill Payment
05/10/2021	11709	Cintas	Cleaning Supplies	607.06	Bill Payment
05/10/2021	11710	City of Placentia	City of Placentia common grounds bill March 21	1,610.17	Bill Payment
05/10/2021	11711	Sally Federman	Literacy Recognition Gift Cards	45.00	Bill Payment
05/10/2021	11712	Midwest Tape	Audiobooks/DVDs & Hoopla for April 2021	4,206.54	Bill Payment
05/10/2021	11713	Wendy Amireh	Family Cooking Time Supplies	29.88	Bill Payment
05/10/2021	11714	Southern California Edison	Electric 4/1/21-4/29/21	2,207.93	Bill Payment
05/10/2021	11715	UMPQUA BANK	3/31/21-4/29/21 CC Charges	5,095.40	Bill Payment
05/10/2021	11716	Victor Meza.	VOID	205.00	Bill Payment
05/10/2021	11717	SDRMA	Medical Benefits for June 2021	24,259.59	Bill Payment
05/10/2021	11718	Staples Advantage	Ziploc bags for Wacky Wednesday Kits	195.55	Bill Payment
05/10/2021	11719	Pitney Bowes Purchase Power	April 2021 Postage	1,466.99	Bill Payment
05/10/2021	11720	Placentia-Yorba Linda Unified School Dist	Pelosi & Burton Canvases and Directional Signage	165.74	Bill Payment
05/10/2021	11721	Bear State	HVAC Maintenance for April 2021	698.00	Bill Payment
05/10/2021	11722	Barcodes LLC		504.60	Bill Payment
05/10/2021	11723	Arcelia Janitorial Service	Janitorial Services 4/1/21-4/30/21	3,192.00	Bill Payment
05/10/2021	11724	Alex Moving	Storage from 5/1/21-5/31/21	360.00	Bill Payment
05/10/2021	11725	Yesenia Baltierra.	Reimbursements for library events and meetings	198.21	Bill Payment
05/10/2021	11726	InfoUSA Marketing, Inc.	Reference USA 7/31/20-7/14/21	7,154.00	Bill Payment
05/10/2021	11727	Califa	EBSCO Novelist 7/1/21-6/30/22	849.75	Bill Payment
05/10/2021	11728	SirsiDynix	Horizon SaaS User Seat License	1,400.00	Bill Payment
05/21/2021	11729	Placentia Library Foundation	PLFF pass through October 2020 - April 2021	856.50	Bill Payment
05/21/2021	11730	CliftonLarsonAllenLLP	Interim billing on audit of the District's financial statements for the year ended June 30,2020	5,000.00	Bill Payment
05/21/2021	11731	State of CA - Department of Justice	Fingerprinting applications- Intern	32.00	Bill Payment
05/21/2021	11732	Cintas	Cleaning Supplies	1,050.58	Bill Payment
05/21/2021	11733	Jeanette Contreras	Eggroll OH MY video supplies	24.52	Bill Payment
05/21/2021	11734	Victor Meza.	DIY Corkboard Program Supplies Reimbursement	39.00	Bill Payment
05/21/2021	11735	Golden State Water Company	Water Services 3/22/21-4/22/21	1,107.34	Bill Payment
05/21/2021	11736	Public Agency Retirement Services	PARS Employer Contribution for PP 04/23/21-05/06/21	2,567.80	Bill Payment
05/21/2021	11737	Michelle Meades	Buzz on Bees seeds	144.13	Bill Payment
05/21/2021	11738	Baker & Taylor	Books	1,124.66	Bill Payment
05/21/2021	11739	Midwest Tape	Audiobooks/DVDs	459.41	Bill Payment
05/21/2021	11740	Republic Services	Recycling Service 4/1/21-4/30/21	156.02	Bill Payment
05/21/2021	11741	Woodruff, Spradlin & Smart	Legal Services Rendered through 4/30/21	1,173.00	Bill Payment
05/21/2021	11742	Fernando Maldonado	Facility Improvements Home Depot Purchase	32.30	Bill Payment
05/21/2021	11743	CALNET3	4/2/21-5/1/21 Service	190.05	Bill Payment
05/21/2021	11744	Legacy Integrative Solutions	Printer Services April 2021	768.18	Bill Payment
05/21/2021	11745	Dell Marketing L.P.	Dell 19" Monitor & WiFi Access Points	3,533.49	Bill Payment
05/21/2021	11746	Literacy Minnesota	Northstar Digital Literacy renewal 6/23/21-6/23/22	500.00	Bill Payment
05/21/2021	11747	SoCalGas	Gas 4/19/21-5/18/21	40.34	Bill Payment
05/21/2021	11748	SDRMA	Ancillary Benefits for June 2021	2,218.43	Bill Payment
05/21/2021	11749	New Readers Press	News For You renewal- 48 weeks	391.64	Bill Payment
05/21/2021	11750	Faronics	Literacy Deep Freeze Licenses	197.10	Bill Payment
				<u>88,799.12</u>	



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Fernando Maldonado, Business Manager

SUBJECT: Fund Balance Report through May 2021 for Placentia Library District Fund 9LX with Orange County Treasurer

DATE: June 21, 2021

Fiscal Year 2020-2021	
7/31/2020	790,798.96
8/31/2020	791,646.81
9/30/2020	792,427.94
10/31/2020	793,212.36
11/30/2020	793,942.94
12/31/2020	794,595.92
1/31/2021	795,201.11
2/28/2021	795,749.02
3/31/2021	796,231.15
4/30/2021	796,660.85
5/31/2021	797,113.17
6/30/2021	

Fiscal Year 2019-2020	
7/31/2019	2,359,796.20
8/31/2019	1,664,223.95
9/30/2019	768,754.12
10/31/2019	773,383.05
11/30/2019	775,109.08
12/31/2019	782,036.70
1/31/2020	783,463.84
2/29/2020	784,784.09
3/31/2020	786,068.73
4/30/2020	787,380.00
5/31/2020	788,631.94
6/30/2020	789,835.57



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director


SUBJECT: **Financial Reports through May 2021 for the Placentia Library District Accounts on Deposit with the Orange County Treasurer and the Placentia Library District General Ledger**

DATE: June 21, 2021

Summary of Cash and Investments as of May 31, 2021

Cash with Orange County Treasurer Fund 9LX	\$ 797,113.17
General Fund Checking – Bank of the West	\$1,663,920.93
General Fund Savings – Bank of the West	\$783,758.20
<i>(Impact Fees in Savings – Restricted)</i>	\$463,176.62
Payroll Checking – Wells Fargo Bank	\$2,795.71
Total Cash and Investments	\$3,247,588.01

I hereby certify that the investments are in compliance with Placentia Library District Policy 3035 – Investment of District Funds, as adopted by the Library Board of Trustees, and California Government Code Section 53646(b)(1); and that Placentia Library District has the ability to meet its budgeted expenditures for the next six(6) months.



Jeanette Contreras
 Library Director



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT
EXPENDITURES REPORT
May 31, 2021
91.66% of the year completed.

ACCOUNT	DESCRIPTION	APPROPRIATIONS	EXPENDED	CURRENT	REMAINDER
SALARIES & EMPLOYEE BENEFITS					
5010, 5020	Salaries & Wages	1,470,812	1,176,670	0.80	\$294,142
5030	Retirement	64,143	57,306	0.89	\$6,837
5040	Unemployment Insurance	2,500	1,631	0.65	\$870
5050	Health Insurance	289,038	255,766	0.88	\$33,272
5064	Dental Insurance	17,796	11,975	0.67	\$5,821
5060	Life Insurance	9,420	4,353	0.46	\$5,067
5066	AD & D Insurance	6,172	5,723	0.93	\$449
5068	Vision Insurance	3,541	2,474	0.70	\$1,067
5090	Education Assistance Program	5,000	0	0.00	\$5,000
5070	Workers' Compensation Insurance	16,252	11,561	0.71	\$4,691
	TOTAL	\$1,884,674	\$1,527,460	0.81	\$357,214
SERVICES & SUPPLIES					
5100	Communications	11,000	14,927	1.36	(\$3,927)
5170	Household Expenses	25,000	16,327	0.65	\$8,673
5099	Liability Insurance	22,000	36,834	1.67	(\$14,834)
5205	Maintenance Expense	20,000	12,365	0.62	\$7,635
5210, 5220-5280, 5160, 5180	Maintenance, Buildings & Improvements	90,000	65,049	0.72	\$24,951
5290	Memberships	11,000	9,228	0.84	\$1,772
5300-5350	Office Expenses & Postage	74,363	58,528	0.79	\$15,835
5400	Prof./Specialized Services	202,000	132,750	0.66	\$69,270
5495, 5900, 5910, 5920	Programs	50,000	39,556	0.79	\$10,444
5500	Books/Library Materials	233,850	197,851	0.85	\$35,998
5600	Meetings/Professional Development	25,000	6,923	0.28	\$18,077
5700	Mileage/Parking	1,000	74	0.07	\$926
5800	Utilities	35,000	41,497	1.19	(\$6,497)
7000	COVID-19	20,000	8,355	0.42	\$11,645
	TOTAL	\$820,213	\$640,244	0.78	\$179,969
OPERATING EXPENSES					
		\$2,704,887	\$2,167,704	0.80	\$537,183
FIXED ASSETS & TAXES					
1320	Equipment & Furniture	\$10,000	-	0.00	\$10,000
6100	Taxes and Assessments	\$20,000	8,578	0.43	\$11,422
	TOTAL	\$30,000	8,578	0.29	\$21,422
CAPITAL PROJECT					
*5211	Renovation	\$0	-	-	\$0
	TOTAL	\$0	-	-	\$0
TOTAL BUDGET		\$2,734,887	\$2,176,282	0.80	\$558,605

*Mathematically unable to divide by zero. Dividing by zero provides a null value.

PLACENTIA LIBRARY DISTRICT
YTD REVENUE REPORT
As of May 31, 2021

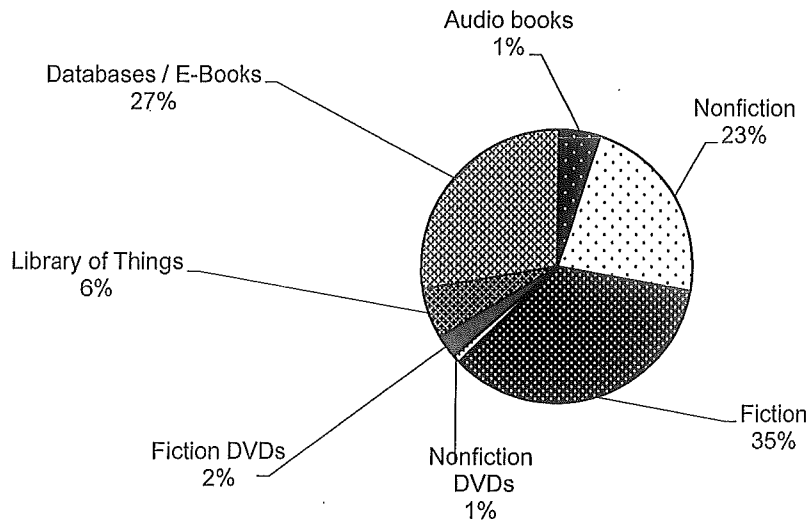
Acct #	DESCRIPTION	BUDGET	YTD ACTUAL	BALANCE	PERCENT % RECEIVED
PROPERTY TAX REVENUE					
4010	Property Taxes - Current Secured	2,256,631	2,634,087	377,456	116.7%
4020	Property Taxes - Current Unsecured	77,318	63,978	(13,340)	82.7%
* 4030	Property Taxes - Prior Secured	0	-	0	-
* 4040	Property Taxes - Prior Unsecured	0	-	0	-
4050	Property Taxes - Curr Supplemental	65,012	47,309	(17,703)	72.8%
* 4060	Property Taxes - Prior Supplemental	0	1	1	-
* 4070	Interest on Unapport Tax	0	966	966	-
4080	Penalties & Costs on Delinq Taxes	18,558	22,912	4,354	123.5%
* 4180	Taxes Special Dist Augmentation	9,835	4,814	(5,021)	48.9%
4190	Other Revenue	0	13,118	13,118	-
* 4191	State - Homeowners Property Tax Relief	67,033	10,542	(56,491)	15.7%
	Asset Sales of the Placentia Successor Agency	0	-	0	-
	Sub Total	2,494,387	2,797,727	303,340	112.2%
INTEREST REVENUE					
4600	Interest	8,500	8,357	(143)	98.3%
	Sub Total	8,500	8,357	(143)	98.3%
GRANT REVENUE					
4210, 4421	State Grants	20,000	52,728	32,728	263.6%
4230	Other Grants	20,000	-	(20,000)	0.0%
	Sub Total	40,000	52,728	12,728	131.8%
MISCELLANEOUS REVENUES					
* 4420	Newsletter Ads	0	-	0	-
4410	PLFF Grants	25,000	21,000	(4,000)	84.0%
* 4430, 4414C, 4414E	Other Revenue & i-bank Final Disbursement	73,900	79,659	5,759	107.8%
4310	Fines & Fees	15,000	9,082	(5,918)	60.5%
4320, 4330	Passport/Photos	150,000	141,820	(8,180)	94.5%
* 4340	Meeting Room Fees	0	-	0	-
4350	Test Proctor	2,000	850	(1,150)	42.5%
	Sub Total	265,900	252,411	(13,489)	94.9%
TOTAL REVENUES YTD FOR FY 20/21:		2,808,787	3,570,798	742,011	127.1%
4440	Reserves	0	-	0	-
4500	Impact Fees	20,000	459,575	439,574.82	2297.9%

*Mathematically unable to divide by zero. Dividing by zero provides a null value.

Placentia Library District

ACQUISITIONS REPORT FOR FISCAL YEAR 2020-2021 THROUGH MAY 2021

	YTD 2020/21	YTD 2020/21	YTD 2019/20	YTD 2019/20
	Amount	Titles	Amount	Titles
Total Fiction	\$67,461	3509	\$53,528	2348
Total Non-Fiction	\$44,225	2117	\$35,395	1555
Total Databases / E-Books	\$53,550	1561	\$55,426	201
Total Audio Books	\$9,577	396	\$5,116	102
Total Educational DVDs	\$1,619	82	\$1,717	58
Total Entertainment DVDs	\$5,448	404	\$6,039	139
Total Library of Things	\$11,483	20	\$0	0
YTD TOTAL MATERIALS	\$193,363	8089	\$157,221	4403
Budget	\$233,850		\$265,183	
% Spent YTD	83%		59%	





Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Fernando Maldonado, Business Manager

SUBJECT: Service Revenue Activities Report for May 2021

DATE: June 21, 2021

Net Revenue Summary for May 2021

			YTD	YTD
	May-21	May-20	2020-2021	2019-2020
Passport	37,811	0	119,133	128,570
Passport Photos	6,558	0	22,685	22,620
Test Proctor	100	0	850	2,600
Fines & Fees	2,005	0	9,082	32,372
Meeting Room	0	0	0	850
TOTAL	46,474	0	151,750	187,012



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Fernando Maldonado, Business Manager
SUBJECT: Personnel Report for May 2021
DATE: June 21, 2021

	May-21	May-20	YTD 2020-2021	YTD 2019-2020
Separation	2	0	2	3
Retirement	0	0	1	0
Appointments	1	0	2	7
Open Positions	2	0	3	6
Workers' Compensation Leave	0	0	0	0
Total	5	0	8	16

SEPARATION: Robert Arauz, Library Aide (20 Hour Part-Time) – Support Services
 Danny Gonzalez, Library Aide (20 Hour Part-Time) – Support Services

RETIREMENT: None

APPOINTMENTS: Venessa Faber, Supervising Librarian Children’s – Public Services

OPEN POSITIONS: Library Aide (On Call) – Support Services
 Library Assistant Children’s Services (20 Hour Part-Time) – Public Services



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Yesenia Baltierra, Assistant Library Director

SUBJECT: Circulation Activity Report for May 2021

DATE: June 21, 2021

CIRCULATION	21-May	20-May	Y-T-D 2020-21	Y-T-D 2019-20	Y-T-D % change
New Patron Registrations	174	75	2,029	10,460	-80.60%
Circulation (items)	11,961	0	38,684	66,235	-41.60%
Circulation (e-content)	8,691	11,503	110,065	186,013	-40.80%
Total Circulation	20,652	0	232,425	174,510	33.20%
Total Active Borrowers*	4,033	96			
Attendance	11,632	0	71,368	190,105	-62.50%
Registered Card Holders*	55,697	53,556			
Adult Fiction	1,849	0	17,829	11,684	52.60%
Adult/Teen Nonfiction	1,059	0	10,757	10,385	3.60%
Adult Magazines	39	0	84	26	223.10%
Adult/Teen Audio Books	186	0	2,188	2,995	-26.90%
Adult DVDs	618	0	9,518	13,125	-27.50%
Library of Things	7	0	92	202	NA
Teen Fiction	265	0	3,464	3,066	13.00%
Video Games	137	0	1,016	1,381	-26.40%
Childrens Fiction	6,084	0	48,006	36,861	30.20%
Childrens Nonfiction	1,478	0	9,806	6,595	48.70%
Childrens Magazines	0	0	89	54	64.80%
Childrens Audio Books	6	0	1,052	3,450	-69.50%
Childrens DVDs	233	0	2,272	3,297	-31.10%
* YTD % change not applicable.					

PATRON COUNT

21-May	SUN	MON	TUES	WED	THURS	FRI	SAT	HOUR TOTALS
9:00								0
10:00			393	389	408	377	750	2317
11:00			306	304	228	307	645	1790
12:00			270	273	327	319	520	1709
1:00			298	342	212	226	408	1486
2:00			348	265	265	284	397	1559
3:00			358	286	300	390	229	1563
4:00			248	181	239	242	217	1127
5:00								0
6:00								0
7:00								0
DAY TOTALS	0	0	2221	2040	1979	2145	3166	11551

Gate Count				
May 2021	May 2020	Y-T-D 2020-21	Y-T-D 2019-20	Y-T-D % change
11,551	0	66,951	131,278	-96%

Hours Open	Average Per Hour
147	79

open:21 days

Outside Gate Counts	
Adult/Teen Programs	
Children Programs	
Outreach Events(curbside)	81
Meeting Room Rentals	
TOTAL	81

Library Attendance Total
11,632

Passport Count

PASSPORTS

May-21	SUN	MON	TUES	WED	THURS	FRI	SAT	HOUR TOTALS
9:00								0
10:00			23	44	45	28	81	221
11:00			22	38	32	32	63	187
12:00			17	32	30	24	60	163
1:00			39	42	32	30	63	206
2:00			29	20	24	33	40	146
3:00			15	14	13	26	15	83
4:00								0
5:00								0
6:00								0
7:00								0
DAY TOTALS	0	0	145	190	176	173	322	1006

May 2021	May 2020	Y-T-D 2020-21	Y-T-D 2019-20	Y-T-D % change
1006	0	3465	3593	-4%

ACHIEVEMENTS

- Tim worked on web design and web development for the new library website.

MEETINGS

- Angie, Laura, Eric, Tim, and Estella attended a SS meeting on May 11th.
- Angie and Estella had a one-on-one meeting on May 13th.
- Angie, Eric, Estella, Laura, and Tim attended the Daily Huddles.
- Angie, Tim & Laura attended the Board of Trustees meeting via zoom on May 17th.
- Laura, Estella, Eric and Tim attended the All-Staff meeting on May 18th.
- Estella attended the Supervisor’s Meetings on May 5th and 19th.
- Estella and Laura had a one-on-one meeting on May 12th.
- Estella and Eric had a one-one-one meeting on May 12th.
- Estella and Tim had a one-on-one meeting on May 18th.
- Estella and Tim had a one-on-one with Yesenia on May 20th.

PROFESSIONAL DEVELOPMENT

- Tim presented and attended the virtual CLA Conference.



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Fernando Maldonado, Business Manager
SUBJECT: City of Placentia - Shared Maintenance Costs through May 2021
DATE: June 21, 2021

CITY OF PLACENTIA INVOICES

PERIOD COVERED FY 2020-2021	INVOICE DATE	SO. CAL EDISON	TURF (Merchants)	GROUNDS (SA Aquatics)	AT&T	FACILITY MAINT	TOTAL
Jul-20	7/29/2020	0.00	4,801.20	249.60	8.68	0.00	5,059.48
Aug-20	9/2/2020	0.00	1,600.40	0.00	9.14	0.00	1,609.54
Sep-20	*	*	*	*	*	*	0.00
Oct-20	10/1/2020	0.00	1,600.40	499.20	9.20	0.00	2,108.80
Nov-20	11/18/2020	0.00	3,200.80	249.60	9.07	0.00	3,459.47
Dec-20	12/15/2020	0.00	1,600.40	499.20	9.28	0.00	2,108.88
Jan-21	*	*	*	*	*	*	0.00
Feb-21	2/10/2021	0.00	3,200.80	499.20	19.61	0.00	3,719.61
Mar-21	3/23/2021	0.00	1,600.40	249.60	10.37	67.90	1,928.27
Apr-21	4/27/2021	0.00	1,600.40	0.00	9.77	0.00	1,610.17
May-21	5/24/2021	0.00	1,600.40	249.60	9.89	0.00	1,859.89
Jun-21							0.00
	TOTAL	\$0.00	\$20,805.20	\$2,496.00	\$95.01	\$67.90	\$23,464.11

* City Billing Not Received

PERIOD IN FY 2019-2020	INVOICE DATE	SO. CAL EDISON	TURF (Merchants)	GROUNDS (SA Aquatics)	AT&T	FACILITY MAINT	TOTAL
Jul-19	8/19/2019	0.00	1,492.67	0.00	10.70	0.00	1,503.37
Aug-19	9/17/2019	0.00	1,492.67	232.80	0.00	0.00	1,725.47
Sep-19	*	*	*	*	*	*	0.00
Oct-19	10/23/2019	0.00	1,492.67	232.80	10.66	1,369.89	3,106.02
Nov-19	*	*	*	*	*	*	0.00
Dec-19	12/12/2019	0.00	3,200.80	232.80	17.71	2,794.71	6,246.02
Jan-20	1/15/2020	0.00	0.00	338.71	8.95	0.00	347.66
Feb-20	2/18/2020	0.00	1,600.40	748.80	8.89	1,946.88	4,304.97
Mar-20	3/13/2020	0.00	3,200.80	249.60	8.68	0.00	3,459.08
Apr-20	4/20/2020	0.00	1,600.40	0.00	17.36	1,300.29	2,918.05
May-20	*	*	*	*	*	*	0.00
Jun-20	6/24/2020	0.00	0.00	748.80	17.35	12,682.05	13,448.20
	TOTAL	\$0.00	\$14,080.41	\$2,784.31	\$100.30	\$20,093.82	\$37,058.84



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Administration Report for May 2021

DATE: June 21, 2021

Meetings:

- Board of Trustees Regular Date Meeting: May 17th
- All Staff Meeting: May 18th
- PLFF Meeting: May 10th

- 2021 Conference Chairs Meeting: May 5th
- CLA Presentation Practice Session: May 5th
- Supervising Librarian Interviews: May 5th & 6th
- Management Meeting: May 5th & 12th
- One on One Staff Meetings: May 5th, 11th, 12th, 14th, 18th, 20th, 25th, & 27th
- Library Impact Fee Meeting: May 6th
- Weekly Huddles: May 7th, 14th, 21st & 28th
- Children's Services Meeting: May 8th
- Public Services Meeting: May 8th
- PYLUSD English Learners Advisory Committee Meeting: May 11th
- Meeting with Health Equity: May 13th
- Meeting with Paychex: May 13th
- Meeting with SDRMA: May 13th
- Placentia Collaborative Meeting: May 18th
- Personnel Meeting: May 20th
- Monthly Events Meeting: May 24th
- CLA Board of Directors Meeting: May 24th
- Meeting with PLFF President Naydia Chantarasompoth: May 25th
- SLS Children's Services Meeting: May 26th
- Impact Fee Program Meeting with SCIConsultingGroup: May 27th

Facilities:

- Mariposa Landscaping: May 18th
- Dewey Pest Control: May 26th, 27th & 28th

Training/Workshops/Conference:

- Developing Partnerships to provide Social Services: May 4th - May 31st
- California Library Association Conference: May 11th-14th

Events:

- Annual First Responders Recognition Breakfast: May 20th
- Literacy Recognition Event: May 20th



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director
FROM: Yesenia Baltierra, Assistant Library Director
SUBJECT: Children’s Services Report for May 2021
DATE: June 21, 2021

MONTHLY STATISTICS

Program Statistics

Type of Program	Number of Programs	Total Attendance	Number of Programs	Total Attendance	Total Programs	Total Attendance	Total Programs	Total Attendance	% Change Programs	% Change Attendance
	May 2021	May 2021	May 2020	May 2020	Y-T-D 2020-21	Y-T-D 2020-21	Y-T-D 2019-20	Y-T-D 2019-20	Y-T-D	Y-T-D
Storytime	5	444	13	318	6	971	87	693	-93.10%	40.12%
Educational	1	320	1	22	6	2,105	15	1,127	-60.00%	86.78%
Reading	0	0	0	0	7	1,456	6	223	16.67%	552.91%
Seasonal Program	0	0	0	0	11	4,759	11	914	0.00%	420.68%
Totals	6	764	14	340	112	33,004	309	10,219	-63.75%	222.97%

Reference/Computer Usage Statistics

	May 2021	May 2020	Y-T-D 2020-21	Y-T-D 2019-20	Y-T-D % change
Reference—in person	101	0	1,138	3,086	-63.12%
Reference--telephone	4	0	192	90	113.33%
Total Reference	105	0	1,330	3,176	-58.12%
Children's computer usage	69	0	408	2,773	-85.29%

ACHIEVEMENTS

- Deanna White created and conducted one Sunshine Babies & Toddler Tales Virtual Storytime on Facebook Live during the month of May.
- Deanna White and Ana Balderas presented at CLA with a program called Children’s Virtual Programming: Rethink. Renew. Transform.
- Ana Balderas created and recorded two Luna, Luna Bilingual programs on May 12th and 26th.
- Ana Balderas created, planned and recorded one Spring into STEAM program on May 7th and distributed approximately 60 kits to accompany the educational video.
- Venessa Faber organized and performed one Rise N Shine Storytime on Facebook Live.

MEETINGS

- Deanna White met with Yesenia Baltierra on May 6th.
- Deanna White, Lori Worden and Venessa Faber met with Yesenia Baltierra on May 8th.
- Deanna White, Lori Worden and Venessa Faber met with Yesenia Baltierra on May 20th.
- Lori Worden met with Yesenia Baltierra on May 11th.
- Children's staff attended the all-staff meeting on May 18th.
- Ana Balderas met with Yesenia Baltierra on May 14th and 28th.
- Venessa Faber attended the Board Meeting on May 17th.
- Venessa Faber met with Yesenia Baltierra on May 11th and 27th.
- Venessa Faber met with Yesenia Baltierra and Wendy Amireh on May 12th.

PROFESSIONAL DEVELOPMENT

- Deanna White and Ana Balderas presented and attended CLA.
- Venessa Faber began the InfoPeople Course: Capturing Outcomes for Virtual & In-Person Library Services and Programs.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Yesenia Baltierra, Assistant Library Director

SUBJECT: Adult Services Report for May 2021

DATE: June 21, 2021

MONTHLY STATISTICS

Information Desk Activity	May	May	FY-T-D	FY-T-D	FY-T-D
	2021	2020	2021-20	2019-20	% change
Information -- in person	889	0	6,641	10,060	-33.99%
Information -- telephone	1,446	0	7,507	4,155	80.67%
Information -- email/chat	39	128	316	994	-68.21%
Curbside Service	81	0	3,781	0	100%
Delivery Service	0	0	77	0	100%
Technology assistance	51	0	401	1,086	-63.08%
Guest passes	12	0	90	627	-85.65%
Adult and Children's computer use (desktops)	536	0	4,364	9,175	-52.44%
Adult computer usage (desktop)	591	0	4,804	6,178	-22.24%
Teen computer usage	15	0	214	1,486	-85.60%

Volunteer Hours	May	May	FY-T-D	FY-T-D	FY-T-D
	2021	2020	2020-21	2019-20	% change
History Room	0	0	0	191	-100%
PLFF	135.25	0	544.17	2677.07	-79.67%
General Library	219.5	0	503.5	1543.11	-67.37%
Technology	0	0	0	0	0.00%
Homework Club	0	0	0	132.35	-100.00%
Adult Literacy Tutors	152	83	1329.32	963.06	38.03%
PTAC	12	36	219.5	482.5	-54.51%
Summer Reading Program	0	0	0	176.53	-100%
Total Volunteer Hours	518.75	119	2596.49	6165.62	-57.89%

History Room Activity	May	May	FY-T-D	FY-T-D	FY-T-D
	2021	2020	2020-21	2019-20	% change
History Room Visitors	1	1	18	79	-77.22%

Public Services Outreach Activity	May	May	FY-T-D	FY-T-D	FY-T-D
	2021	2020	2020-21	2019-20	% change
Outreach Visits	0	0	0	9	-100.00%
Outreach Attendance	0	0	0	522	-100.00%

Proctored Tests	May	May	FY-T-D	FY-T-D	FY-T-D
	2021	2020	2020-21	2019-20	% change
Number of Tests	2	0	19	54	-65%

Adult and Teen Programs

Type of Program	Number of Programs May	Attendance May	Number of Programs May	Attendance May	Number of Programs FYTD	Attendance FYTD	Number of Programs FYTD	Attendance FYTD	Number of Programs FYTD % change	Attendance FYTD % change
Date	2021	2021	2020	2020	FY2021	FY2021	FY1920	FY1920		
Book Club	0	0	2	8	0	0	10	74	-100.00%	-100.00%
Educational Programs	1	160	2	5	5	692	4	9	25.00%	7588.89%
Fine Art Programs	0	0	0	0	0	0	4	449	-100.00%	-100.00%
Hangar Makerspace Programs	1	294	4	1990	10	2754	31	5038	-67.74%	-45.34%
Health & Fitness Programs	0	0	0	0	0	0	5	42	-100.00%	-100.00%
History Room Programs	0	0	1	340	1	18	4	363	-75.00%	-95.04%
Home and Lifestyle Programs	0	0	1	19	4	1268	4	69	0.00%	1737.68%
Literacy Programs	10	94	14	90	109	767	61	569	78.69%	34.80%
Reading Programs Adult	0	0	0	0	4	431	4	162	0.00%	166.05%
Reading Programs Teen	0	0	0	0	4	80	4	31	0.00%	158.06%
Volunteer Programs	0	0	0	0	0	0	5	74	-100.00%	-100.00%
Placentia Teen Advisory Council	2	10	2	23	20	140	18	276	11.11%	-49.28%
Teen Only Programs	0	0	7	42	10	225	16	399	-37.50%	-43.61%
Adult and Teen Program Total	14	558	33	2517	167	6375	170	7555	-1.76%	-15.62%
Teen Program Total	2	10	9	65	34	445	38	706	-10.53%	-36.97%

The Hangar Makerspace	Attendance	Attendance	FY-T-D	FY-T-D	FY-T-D	
	May	2021	2020	2020-21	2019-20	% change
Hangar Open Hour Visitors	0	0	0	0	739	-100%
Adult/Teen Hangar Programs	294	1990	2734	3903	-29.95%	
Tween Hangar Programs	0	0	0	24	-100%	
Family Hangar Programs	0	0	0	1125	-100%	
Total	294	1990	2734	5791	-329.95%	

Literacy	FY-T-D 2021	FY-T-D 1920	% Change
English Literacy Students	44	73	-39.73%
Students Graduated	5	2	150%
English Literacy Tutors	43	38	13.16%

ACHIEVEMENTS

- Shellie McCurdy and Megan Tolman coordinated the May Hangar Take & Make on May 1st.
- Victor Meza coordinated a PTAC Meeting on May 6th and 20th.
- Sabrina Rosengren & Sally Federman coordinated Literacy Reads – Book Club on May 4th, 11th, 18th, and 25th.
- Sabrina Rosengren coordinated Read, Write, Speak on May 7th, 14th, and 21st.
- Sabrina Rosengren and Sally Federman coordinated Literacy Learner Take & Make event on May 12th.
- Sabrina Rosengren co-facilitated a CLLS Learner Leadership Monthly Meeting on May 13th.
- Sabrina Rosengren presented at CLA on May 11th and 14th.
- Sabrina Rosengren and Sally Federman coordinated Literacy Recognition Celebration on May 20th.
- Megan Tolman and Michelle Meades presented at the CLA Conference on May 11th.
- Megan Tolman, Victor Meza, and Michelle Meades coordinated the Buzz on Bees on May 22nd.

MEETINGS

- Victor Meza attended the Teen SLS Meeting through Zoom on May 19th.
- Victor Meza met with Wendy Amireh on May 11th and 25th.
- Michelle Meades met with Yesenia Baltierra on May 5th.
- Michelle Meades met with Wendy Amireh on May 5th, and 19th.
- Michelle Meades met with Shellie McCurdy on May 20th.
- Michelle Meades met with Victor Meza on May 22nd and 28th.
- Katie Matas met with Wendy Amireh on May 5th, 14th, and 20th.
- Katie Matas met with Megan Tolman on May 28th.
- Sabrina Rosengren attended CLLS meeting on May 19th.
- Sabrina Rosengren and Wendy Amireh met on May 7th and 21st.
- Sabrina Rosengren met with Read, Write, Speak facilitators on May 18th.
- Wendy Amireh met with Yesenia Baltierra on May 6th, 20th and 25th.
- Wendy Amireh attended Supervisor meetings on May 5th and 19th.
- Wendy Amireh attended Kiwanis meetings on May 6th, 13th and 20th.
- Shellie McCurdy met with Wendy Amireh on May 7th and 21st.
- Shellie McCurdy met with Jeanette Contreras on May 6th and 21st.
- Megan Tolman met with Wendy Amireh on May 4th and May 18th.
- Megan Tolman met with Venessa Faber on May 3rd, 10th, 17th, and 24th.
- Megan Tolman met with Shellie McCurdy on May 15th, May 26th, and May 29th.
- Wendy Amireh attended the All Staff meeting on May 18th.
- Adult and Teen Services attended the All Staff Huddle, daily.
- Adult and Teen Services attended the Adult and Teen Services meeting on May 12th.
- Wendy Amireh, Michelle Meades, Victor Meza and Shellie McCurdy attended the Public Services program planning meeting on May 8th.
- Wendy Amireh attended the Adult Services SLS meeting on May 11th.
- Wendy Amireh met with Venessa Faber, Estella Wnek and Yesenia Baltierra on May 12th.

PROFESSIONAL DEVELOPMENT

- Wendy Amireh began Capturing Outcomes of Virtual and In Person Programming class.
- Megan Tolman attend the CLA Conference from May 11th - May 14th.
- Michelle Meades attended the CLA Conference from May 11th - May 14th.
- Sabrina Rosengren attended the CLA Conference from May 11th - May 14th.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Jon Legree, Systems Librarian

SUBJECT: Placentia Library Website & Technology Report for May 2021

DATE: June 21, 2021

<u>On-line database usage</u>	May 2021	Onsite Usage 5/21	Remote Usage 5/21	May 2020	Y-T-D 2020-21	Y-T-D 2019-20	Y-T-D % change
Placentia Library Catalog	3,537	N/A	N/A	1,561	11,915	40,565	-71%
General Reference Center	154	N/A	N/A	10	213	197	8%
Biography In Context	1	N/A	N/A	0	40	730	-95%
Opposing Viewpoints	3	N/A	N/A	0	25	2,192	-99%
Consumer Reports	270	N/A	N/A	141	N/A	N/A	N/A
Freegal	1,010	N/A	N/A	892	10,064	9,046	11%
Heritage Quest	83	N/A	N/A	176	1,683	5,318	-68%
Novelist	49	N/A	N/A	4	503	431	17%
Pronunciator	1	N/A	N/A	1	91	218	-58%
ABC Mouse	42	N/A	N/A	2	152	171	-11%
ABC Mouse Bring Learning Home	11	N/A	N/A	16	386	254	52%
World Book Online	0	N/A	N/A	4	46	116	-60%
Tumblebooks	140	N/A	N/A	368	693	2,157	-68%
Reference USA	290	N/A	N/A	73	3,220	1,464	120%
Hoopla	2,151	N/A	N/A	2153	23,863	13,730	74%
Overdrive e-books	2,426	N/A	N/A	2,991	27,084	18,021	50%
Overdrive audio books	1,284	N/A	N/A	1,323	14,000	10,803	30%
Overdrive e-books - Placentia Advantage	1,181	N/A	N/A	2,219	4,502	N/A	N/A
Overdrive audio books - Placentia Advantage	789	N/A	N/A	1,105	4,300	N/A	N/A
Tutor.com	1	N/A	N/A	29	N/A	N/A	N/A
OverDrive Magazines	218	N/A	N/A	295	7,122	2,314	208%
ProQuest Pub. Avail. Database*	0	N/A	N/A	N/A	0	N/A	N/A
ProQuest Coronavirus Research*	0	N/A	N/A	N/A	16	N/A	N/A
ProQuest Ebook Central*	12	N/A	N/A	N/A	12	N/A	N/A
ProQuest SIRS Discoverer*	0	N/A	N/A	N/A	16	N/A	N/A
ProQuest SIRS Issues Researcher*	0	N/A	N/A	N/A	21	N/A	N/A
ProQuest eLibrary*	0	N/A	N/A	N/A	16	N/A	N/A
BrainFuse JobNow/VetNow*	4	N/A	N/A	N/A	25	N/A	N/A
TOTAL DATABASE USAGE	13,657	-	-	13,363	110,008	107,727	2%

Computer & Online Resource Use					
	May 2021	May 2020	Y-T-D 2020-21	Y-T-D 2019-20	Y-T-D % change
Placentia Residents	638	262	5,487	5,451	1%
Non-Placentia Residents	584	246	4,829	4,209	15%
Total	1,222	508	10,316	9,660	7%

Website Traffic					
	May 2021	May 2020	Y-T-D 2020-21	Y-T-D 2019-20	Y-T-D % change
Website visits	11,181	6,807	102,154	98,286	4%
Page Hits	20,406	12,381	181,793	174,564	4%
Users	6,765	3,658	54,698	55,909	-2%
Pages/Session	1.83	1.82	N/A	N/A	N/A
Avg. Session Duration	00:02:11	00:02:20	N/A	N/A	N/A
% New Sessions	74	73	N/A	N/A	N/A

Wifi Use					
	May 2021	May 2020	Y-T-D 2020-21	Y-T-D 2019-20	Y-T-D % change
Total	762	4,342	3,825	21,550	-82%

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: **Library Staff Reports – California Library Association (CLA) Presentations and Attendance**

DATE: June 21, 2021

BACKGROUND

At the January 20, 2021 Library Board of Trustees meeting, the Board approved Trustees and staff to attend and present at the CLA virtual conference on May 11-14, 2021.

Tonight, staff will report out on their CLA presentations, including sessions they attended and applicable takeaways. Below are the presentations presented by the Board and staff:

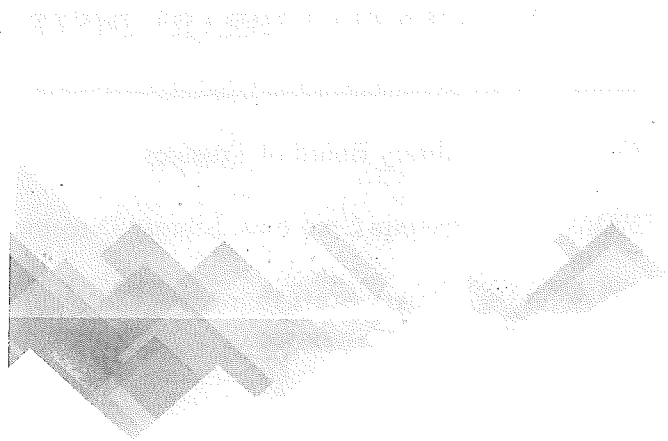
- Adult Programming Pre-Conference program with two other libraries and Megan from PLD. Presenter: Michelle Meades, History Room Librarian and Megan Tolman, Adult Services Librarian
- Virtual Programming: Rethink, Renew, Transform. Presenters: Deanna White and Ana Balderas, Children's Services Library Assistants
- Social Media during a Pandemic: Communicating and Engaging with the Community. Presenter: Tim Worden, Emerging Technologies Assistant
- We Are All Teachers and We Are All Learners: Developing Learner Leadership with Peer-to-Peer Mentoring Expands Program Impact and Community Outreach. Presenter: Sabrina Rosengren, Literacy Coordinator
- Working with Your Library Board to Overcome Challenges during a Pandemic. Presenters: President Martin, Secretary Carline, Library Director Contreras, and Counsel DeBerry
- Libraries Respond in Crisis and Beyond: Demonstrating the Library's Value to Your Local Decision Makers
Presenters: Library Director Contreras and Library Directors from Redwood, Monterey, and Thousand Oaks
- We're Open: Offering In-Person Services During a Pandemic
Presenters: Library Director Contreras and Library Directors from Butte County, Ontario, Shasta County, Sacramento, and San Diego County.

Attachment A are the PowerPoint presentations.

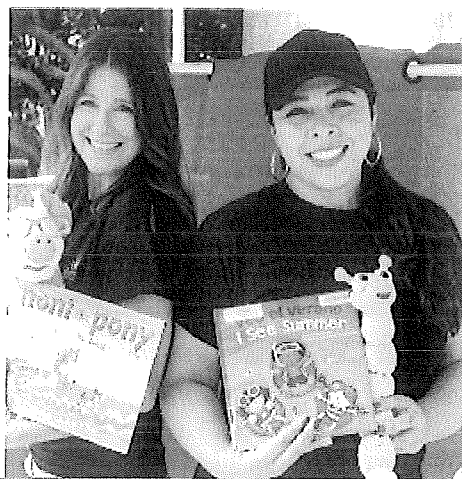
Children's Virtual Programming:

**Rethink. Renew.
Transform.**

Presented by Ana Balderas and
Deanna White, Placentia Library
District



Meet Your Presenters



Deanna White & Ana Balderas

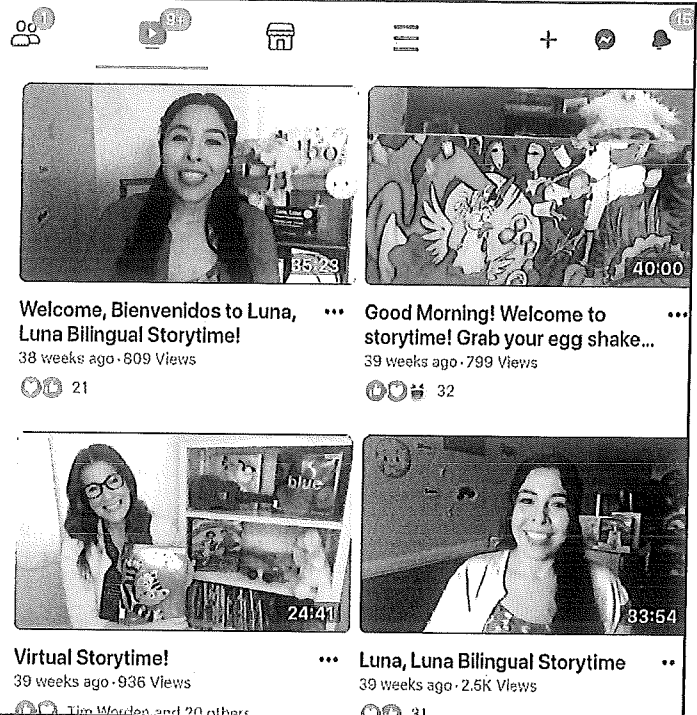


Virtual Programming 101:

- Programming Space
- Equipment
- Camera: Computer or Phone
- Lighting: Natural vs. Ring
- Props

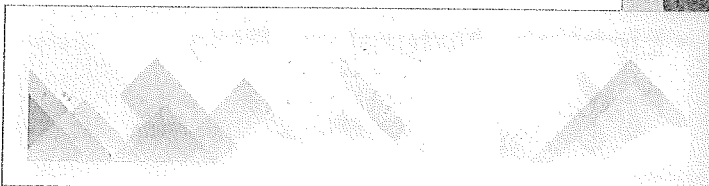
Facebook, Instagram or Zoom?

- Platforms
- Pros and Cons



Connecting with a Virtual Audience

- Engagement
- Participation
- Interaction



Programming Success & Failures



- Practice doesn't always make perfect!
- Moments that make it all worth it.




Programming Success & Failures



- Technology flops
- Building Connections

STEAM Programming & Bilingual Storytime

- Community reach
- Lesson plans
- Time required



Smile...You're on Camera!



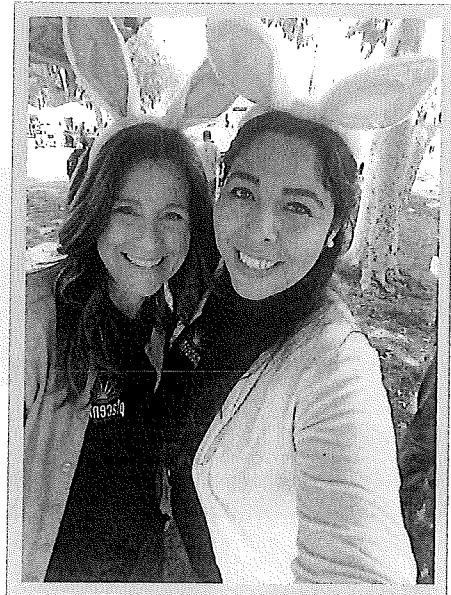
- Have Fun
- Mistakes will happen...laugh!

Moving Forward

- COVID-19 Publisher Permissions
- Open or Closed Platforms

Thank you for attending!

- **Questions**
- **Handout**

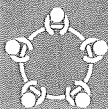


We Are All Teachers and We Are All Learners

Developing Learner Leadership with Peer-to-Peer Mentoring
Expands Program Impact and Community Outreach

May 14, 2021 11:00am

CommonKnowledge



CLLS Learner Leadership Committee

Linda
Sakamoto-Jahnke
Berkeley READS



Sabrina
Rosengren
Placentia Library



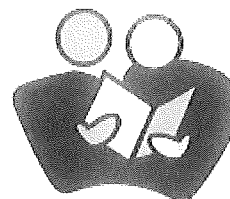
Some of the programs described in this presentation have been supported in whole or in part by the U.S. Institute of Museum and Library Services under the provisions of the Library Services and Technology Act, administered in California by the State Librarian.

Literacy Programs and Learner Conversations



Library literacy programs offer:

- One-on-one with a tutor
- Small group classes



AND, some programs hold gatherings that are conversations with learners led *by* learners.



Peer-to-peer support at literacy programs



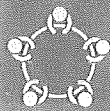
WHO?

- Learners on staff and/or
- Learners who volunteer

WHY?

- Build relationships
- A fun way to share and learn together
- Grow confidence and leadership skills

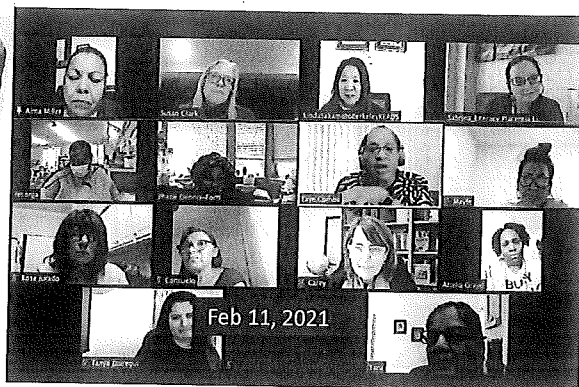




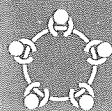
In-person and virtual conversations



Moved to Zoom in May 2020



Monthly meetings; always adding new people

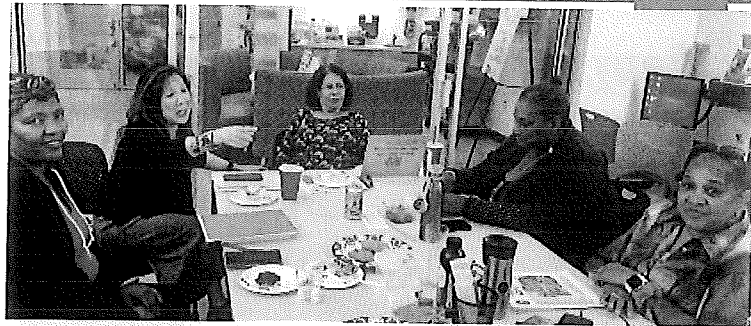
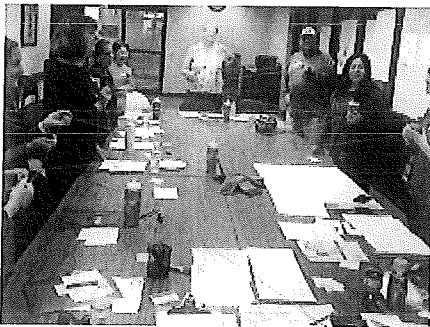
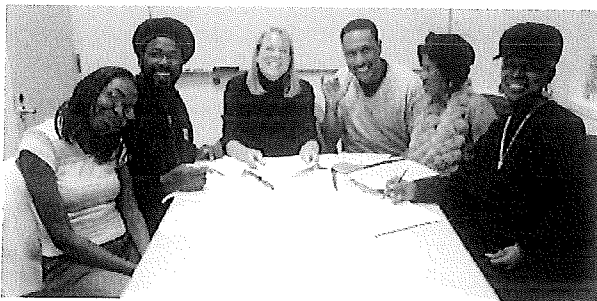
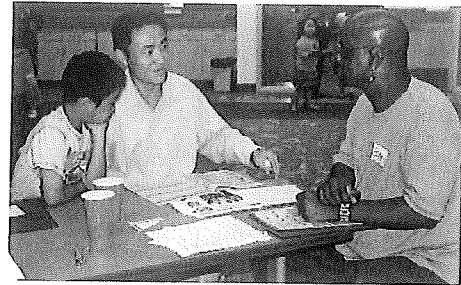


Today's Presentation

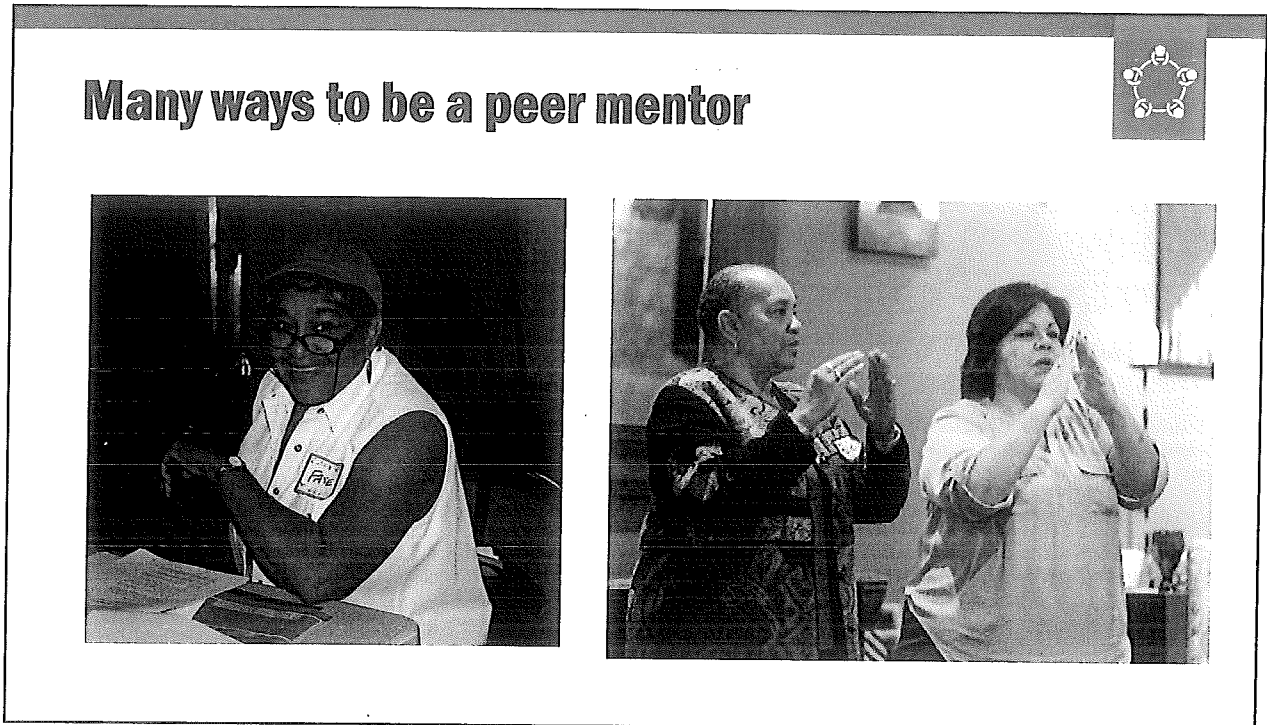
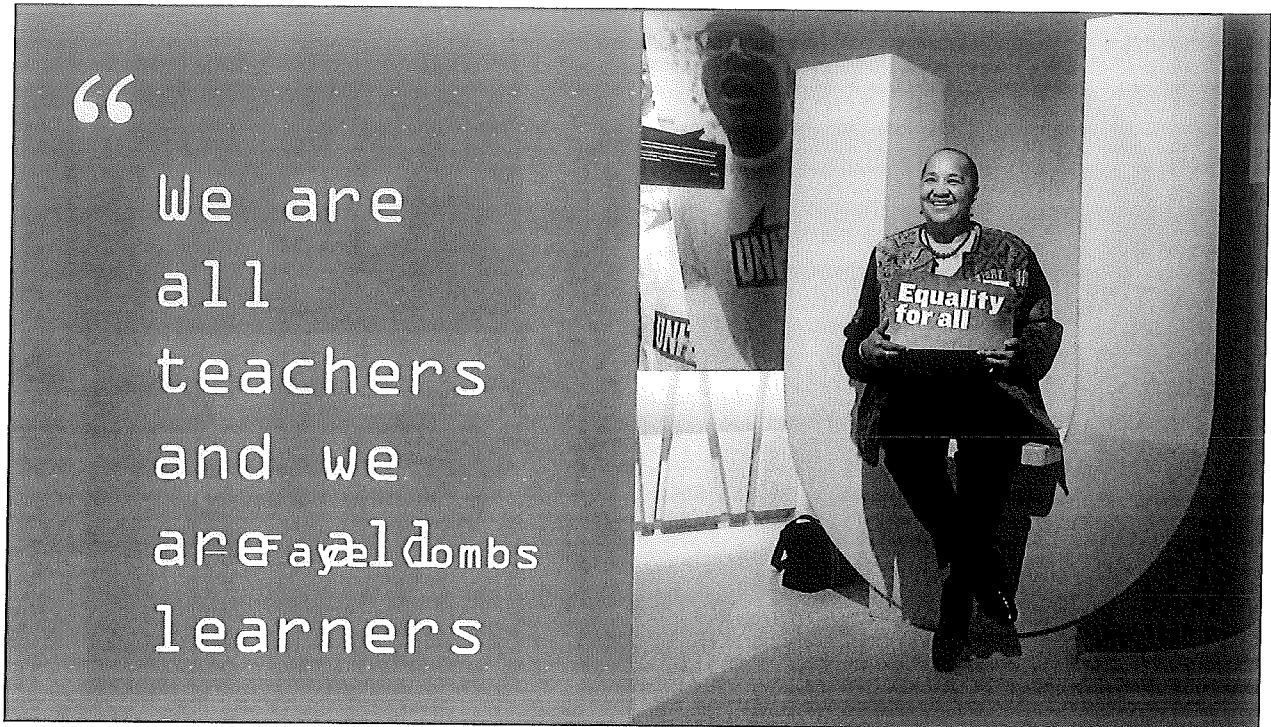
- **WHY** is peer-to-peer support so valuable?
- **WHAT** kinds of conversations are learners leading?
- The **ROLE** of the conversation leader
- Helping **LEARNERS** help other learners
- An **INVITATION** to stay connected




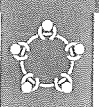
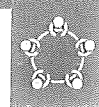

**Susan
Stuart Clark**
CommonKnowledge




**The power of
peer-to-peer support**




Developing Peer Leaders



**Alma
Miller
Berkeley READS**



**Linda
Sakamoto-Jahnke
Berkeley READS**



**BERKELEY
READS**
Adult & Family Literacy Program
A Free Service of the Berkeley Public Library Since 1987

Peer Support at Berkeley READS



Parenting, Voting, New Resume, Field Trips...



"Our Time" Support Group

WHAT conversations are learners leading?



- Workshops: Voting, Resumes, Nutrition
- Timely Topics: Books, Parenting, Personal Growth, Mutual Personal Support
- Fun activities: Game Nights, Crafts

Can support any or all four roles:

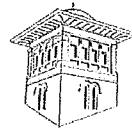
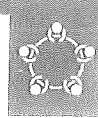
- Lifelong Learner
- Worker
- Family Member
- Community Member



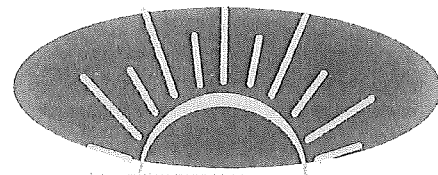
**Tanya
Juaregui**



**Diane
Shimota**

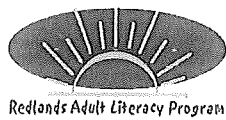


**A.K. Smiley
Public Library**



Redlands Adult Literacy Program

Book Club and Voting Workshop in Redlands



Redlands Adult Literacy Program



**A.K. Smiley
Public Library**

What is the ROLE of the Conversation Leader?



- Make everyone feel welcome
- Help everyone participate
- Pay attention to the whole group
- Relax and enjoy the conversation!





Tips for New Conversation Leaders




You don't have to do this alone! You can:

- Work with a partner
- Invite everyone to help you make sure they can participate







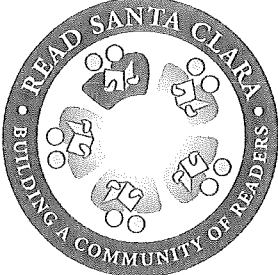
**Zuleeka
Mohammed**




Santa Clara
CITY LIBRARY



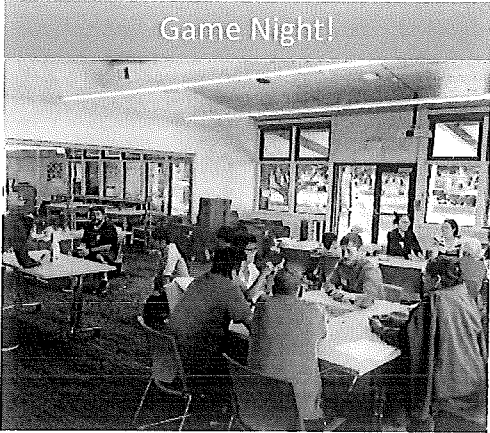
**Shanti
Bhaskaran**



Building Relationships with Learners



Ready to Vote?



Game Night!

Friendly meet and greet, fun activities, opportunities for learners to get involved

Learner Support at Read Santa Clara

During the pandemic, Learner Support Group meetings on Zoom on topics of interest, such as:

- Mental Health
- Nutrition and Fitness
- Voting
- Money Management
- Gardening



There is a lot of stress these days.
What can we do to take care
of others and ourselves?

Let's talk about it!

Learners Support Meeting

Are you feeling stressed these days?
You are not alone!

Meet with other adult learners online (on Zoom).
Learn about ways to deal with stress and to take care
of yourself and your family.

When: Tuesday, 7/21, 6:30-7:30 pm

Call or text (650) 278-8352
or email read@read.santar Clara.gov by 7/17 to sign up.

We'll send you a Zoom invite, so you can join the meeting.

We hope to see you there!

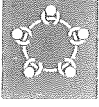


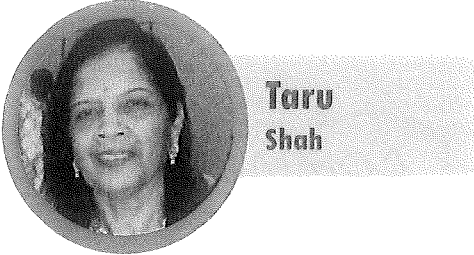

Building Skills for Leading a Conversation

PREPARING to lead the conversation

BEGINNING the conversation

DURING the conversation

CLOSING the conversation



Learner Take & Make Time



New virtual program
Learners get a kit and then meet online to do the craft

- Fun, casual opportunity to connect with other learners, get involved in a library program, and learn something new!

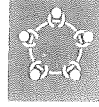


**Resonja
Wiloughby**

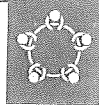
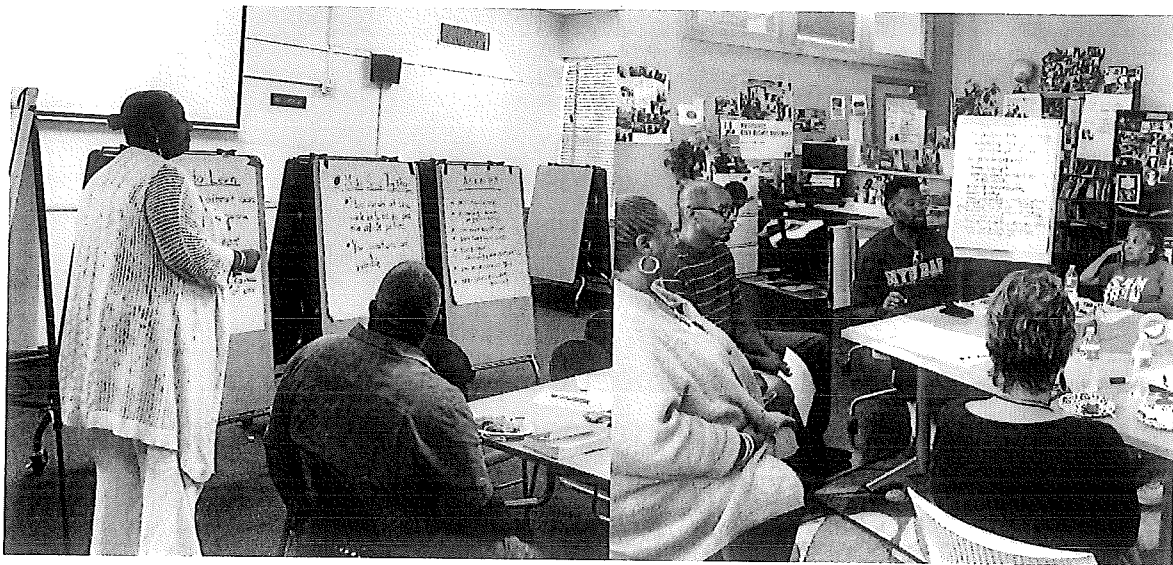
Former Student Advocate
and Outreach Coordinator
Second Start Literacy Program,
Oakland Public Library



WHAT CAN WE DO TO MAKE OUR COMMUNITIES
A BETTER PLACE TO LIVE?



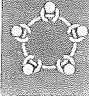
Community Talk at Second Start in Oakland



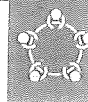


“

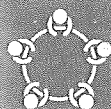
...People will forget what you said, people will forget what you did, but people will never forget how you made them feel.



Supporting peer-to-peer activity



- Plan for fun activities for learners and tutors
- See which learners are interested in helping others
- Start small, e.g., inviting a learner to try leading one part of an activity
- Ask for feedback on what formats make people feel relaxed and connected
- Adjust as you go



Featured Learner Leaders

Zuleeka
Mohammed



Faye
Combs



Tanya
Jauregui



Taru
Shah



Alma
Hernandez-Miller



Resonja
Willoughby



Let's Keep the Conversation Going!



Practice! Look at what's happening in your literacy program and see where learners can observe, participate and possibly choose to engage as conversation leaders.

Learners who are interested can join the statewide monthly learner meeting. Email lsakamoto@cityofberkeley.info or srosengren@placentiallibrary.org

Do you want to get more tips? Reach out to Zuleeka Mohammed at zmohammed@santaclaraca.gov.

Let's keep
teaching
and learning
together!

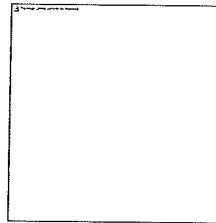


Social Media During a Pandemic: Communicating and Engaging with the Community

David López, OC Public Libraries
Tim Worden, Placentia Library District



About Us



David Lopez
*Marketing & Communications
Librarian, OC Public Libraries*

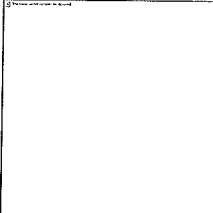
Focus: Strategic marketing,
communication, social media,
public information



Tim Worden
*Emerging Technologies Assistant,
Placentia Library District*


Focus: Social media, graphic
design, marketing, web design

About Us



David Lopez
Marketing & Communications Librarian, OC Public Libraries

Focus: Strategic marketing, communication, social media, public information



Tim Worden
Emerging Technologies Assistant, Placentia Library District

Focus: Social media, graphic design, marketing, web design

Purpose


1. How can libraries use the challenges of this time to engage with their community?
2. How OC Public Libraries and Placentia Library have used social media, marketing, emails and more to update patrons during the COVID-19 pandemic and beyond

OC Public Libraries

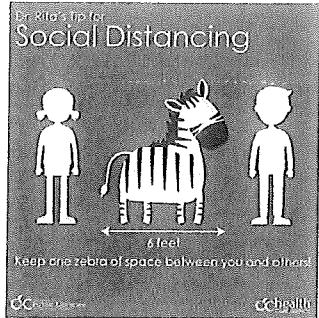
March 2020: Responding to the pandemic

- Communicating through social media and emails



ATTENTION:
 All OC Public Libraries locations will be closed March 16 through March 31, 2020.



Dr. Rita's Tip for Social Distancing

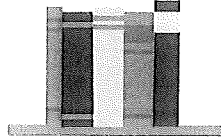


Keep one extra of space between you and others

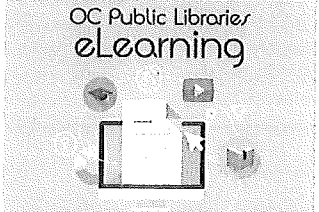
 

OC PUBLIC LIBRARIES


SERVICE UPDATES



OC Public Libraries eLearning



Resources for learning and teaching from home

 ocpl.org/elib/elearning

OC Public Libraries


Responding to the pandemic

- Communicating through social media and emails

OC PUBLIC LIBRARIES


AUTHOR CONNECTION
 Newsletter

Updates, Services, Programs, & More!



OC PUBLIC LIBRARIES IS COMPILING OUR FIRST COMMUNITY COOKBOOK

SHARE YOUR FAVORITE RECIPES!

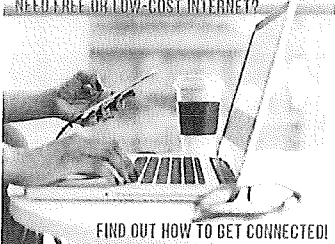


OC Public Libraries
 SPINNY POINTS

**READ.
 LEARN.
 DISCOVER
 @ HOME**


Sign up today at
ocpl.bookpoints.org

NEED FREE OR LOW-COST INTERNET?



FIND OUT HOW TO GET CONNECTED!

OCPL.ORG/STAYCONNECTEDOC

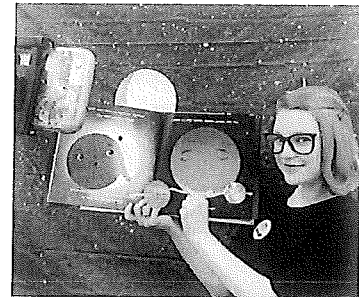


OC Public Libraries Responding to the pandemic

- Getting staff involved

Ad Hoc and Restructured Committees

- App development
- Book clubs
- Craft
- eLearning
- Food Literacy
- Internet Access
- Library Chat
- Reader's Advisory
- Social Media
- Summer Reading
- Teens & Gaming
- Virtual Storytime

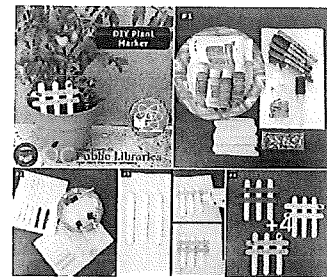


OC Public Libraries Marketing and social media initiatives

Virtual
 programming!



OC Public Libraries
 Create your very own plant markers!
 This DIY project is simple and adds a nice touch to your garden!
 #OCPLcraftathome #OCPLcraftyadults #SRP #gardening
 #plantmarkers #ocpubliclibraries #gardens #diy



OC Public Libraries

Marketing and social media initiatives

Staying engaged!



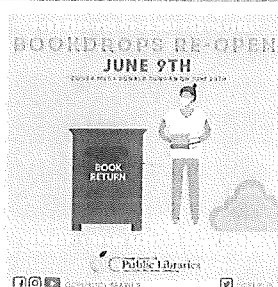
View Insights Promote

♥ 🗨 📌 Liked by fibromobile and others
 ocpubliclibraries Go outside! and CREATE today!





OC Public Libraries

Reopening: A phased approach



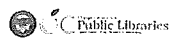
f i @ t o g e s o c o m m u n i t y s o c a n d o u r l i b r a r i e s





PLEASE NOTE

FOR THE SAFETY OF STAFF AND LIBRARY USERS, ALL MATERIALS WILL BE CHECKED IN 72 HOURS AFTER BEING RETURNED. THANK YOU.



OC Public Libraries Reopening: A phased approach

CONTACTLESS CURBSIDE PICK-UP BEGINS JUNE 16TH
TUESDAY-FRIDAY | 12PM - 4PM
SATURDAYS | 10AM - 4PM

1. PLACE ITEMS ON HOOD
2. DRIVE TO THE LIBRARY WHILE YOU RECEIVE NOTICE FROM THE LIBRARY
3. CALL THE NUMBER ON THE SIGN WHEN YOU ARRIVE
4. WAIT FOR STAFF TO PLACE ITEMS IN YOUR CAR
5. ENJOY YOUR READING!
6. RETURN ITEMS TO CHECKOUT WHEN DONE

LA HABRA LIBRARY
CURBSIDE PICKUP
(4) 526-7728

Also bring a pig with you if you're a pig

A LOOK AT WEEK ONE OF CURBSIDE PICKUP!
3,300+ CURBSIDE VISITS
1,800+ ITEMS CHECKED OUT

Liked by the...meg and others
 Jennifer Future Librarian? And the book haul...
 @ocpubliclibraries We're diggin' curbside pickup and access to books from ALL the OC libraries!

OC Public Libraries Reopening: A phased approach

GRAB & GO LIBRARY SERVICES BEGIN 9/22

- Designated browsing area
- Self check-out stations
- Distanced single-use computer stations by reservation

WELCOME BACK!
BOOKS DELIVERED TO YOU!

Tustin Library
OC Public Libraries

SERVICE UPDATE

OC Public Libraries

OC Public Libraries + 100K
OC Public Libraries


OC Public Libraries Welcome back to reading! The books missed you!
 Contactless Curbside Pickup available at all branches today, except Costa Mesa Donald Dungan (June 20th).
 See our list post for 6 easy steps to curbside pickup!
 For general questions, visit: <https://www.ocpl.org/curbside/pickup>

1000 views

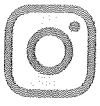
OC Public Libraries

Statistics At-A-Glance


April 1, 2020 -
March 30, 2021




Facebook
Posts | **1,400+**
Engagement | **30,000+**
New followers | **900+**



Instagram
Posts | **1,000+**
Engagement | **42,000+**
New followers | **2,500+**




Twitter
Posts | **456**
Engagement | **1,000+**
New followers | **227**




Author Connection newsletter
Newsletters sent | **53**
Total subscribers | **5,077**
New subscribers | **923**

How can we help?

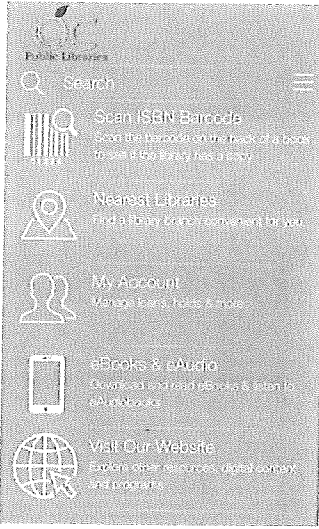
OCPL Chat is now available!

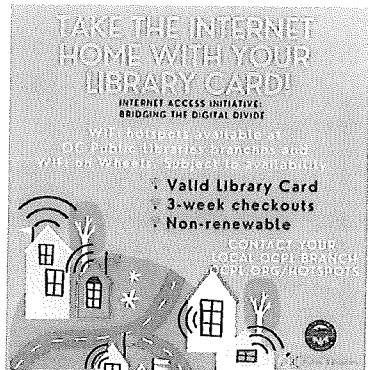


Ask a question
We're online!



- Enhanced communication
- Increased community connection
- Outreach



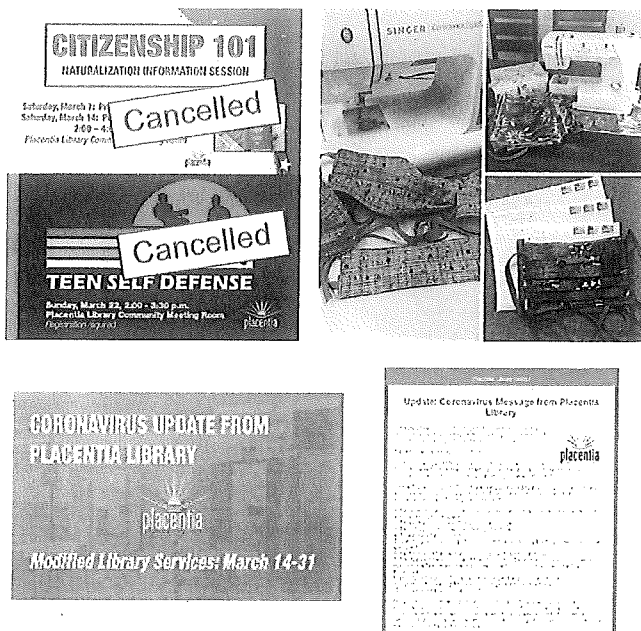


OC Public Libraries
Looking forward

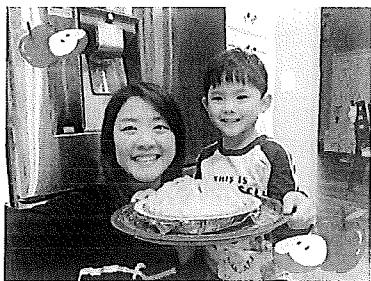
Placentia Library

March 2020: Responding to the pandemic

- Communicating through social media and emails



Placentia Library: Baking and craft kits, reopening and more

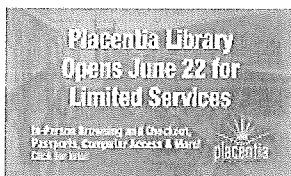


Family Cooking Time with Apple Pie OH MY!

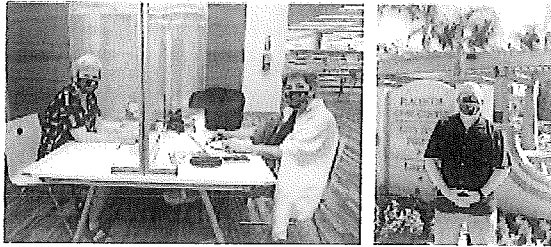
Pies the best when families gather together. Cook up a new family tradition and make your own Thanksgiving Pie! Order the free kit, if enjoin our Zoom cooking class on Sunday, November 22 at 2:00 P.M. and we'll cook together.



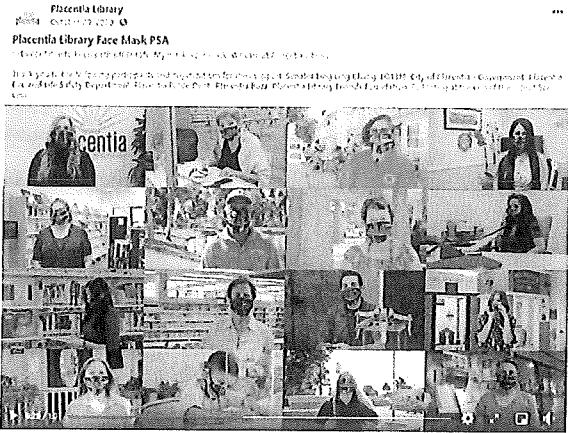
- Adapting to new services including craft and baking kits



Engaging with the community: City-wide video project



- Collaborating with local nonprofits and city agencies
- www.bit.ly/PLDfacemasks



Social Media Posts

Facebook

Placentia Library

2,011

949

428

1,312

Performance for Your Post

Reach	Engagement	Shares
2,011	10	9
100	10	100
1	0	1
20	7	22
12	10	0
949	24	447

TOP SEEN

Take & Take
Preorder February 10th
January 1-7th


Follow link below to preorder

- Reach, Comments, Shares & Engagement all contribute to how posts get shared


Placentia Library

Statistics At-A-Glance


April 1, 2020 -
March 30, 2021




Facebook
Posts | **About 650**
New followers | **600+**




Instagram
Posts | **About 700**
New followers | **450+**

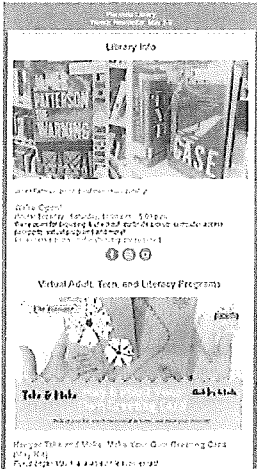


Library Director Messages
Messages sent | **35**



Constant Contact Emails
Emails sent | **82**
Opens | **140,000+**
Opens per email sent | **1,750+**





- Increased media presence including potential hybrid storytimes and programs once those programs go in-person
- Weekly email newsletters with regular library updates
- Exploring creating a social media committee for more diverse posts to reflect the variety's range of services

Placentia Library
Looking forward

Tips for Getting Started & Jumping Back In

- Marketing provides an excellent way to not only attract new patrons, but reward our most loyal library supporters

1. Best practices
2. Workflow
 - a. One assigned staff member vs. shared responsibilities?
 - b. Process of collaborating and planning posts and graphics
3. Equipment and services needed
 - a. Facebook Business Suite, Constant Contact/MailChimp, etc.

Recorded virtual storytimes:

Consult the following links with publisher permissions:

- [Publisher Guidelines](https://bit.ly/3xtLKEy) - <https://bit.ly/3xtLKEy>
- [Novel Effect Library titles](https://bit.ly/2S0zZ8o) - <https://bit.ly/2S0zZ8o>

storyweaver.org.in - ideas for creating or remixing stories

Music:

YouTube Audio Library — Music for content creators

Photos:

Need access to open source or copyright free material? Use any of the following:

- [Creative Commons](https://creativecommons.org/)
- [Pexels](https://www.pexels.com/)
- [Pixabay](https://pixabay.com/)
- [Unsplash](https://unsplash.com/)

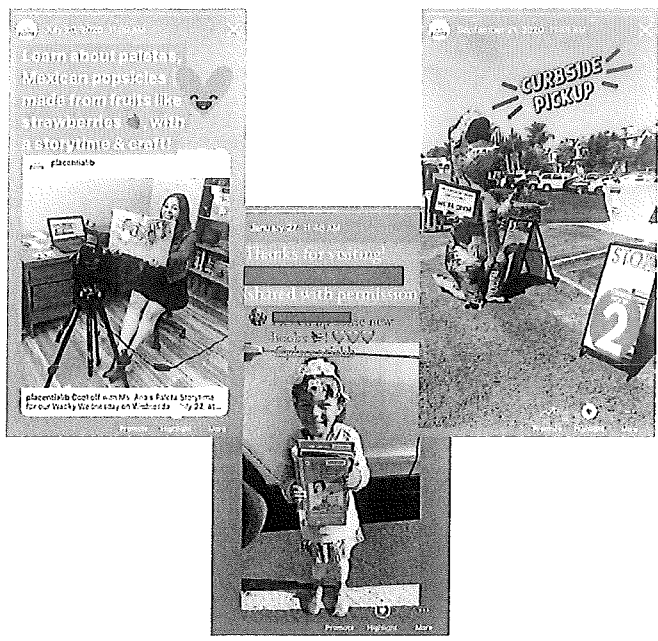
Resources to consider if you have access to them:

- [Camtasia](https://www.camtasia.com/) - Screencasting
- [Screen-Cast-O-Matic](https://www.screen-cast-o-matic.com/) - Screencasting
- [Apple iMovie](https://www.apple.com/iphonemovie/) - Video editing
- [Windows Movie Creator](https://www.microsoft.com/en-us/windows/movie-maker/) - Video editing
- [Facebook](https://www.facebook.com/) - Photos, videos, interactive polls, watch parties, Live
- [Instagram](https://www.instagram.com/) - Photos, videos, interactive polls, Live
- [TikTok](https://www.tiktok.com/) - Video creation (social media)
- [Twitter](https://www.twitter.com/) - Photos, videos, interactive polls
- [Canva](https://www.canva.com/) - Graphics
- [Venngage](https://www.venngage.com/) - Graphics
- [Piktochart](https://www.piktochart.com/) - Graphics
- [Adobe Spark](https://www.adobe.com/uk/products/creativecloud/spark.html) (for Adobe users)

Resources for successful marketing

Conclusion:

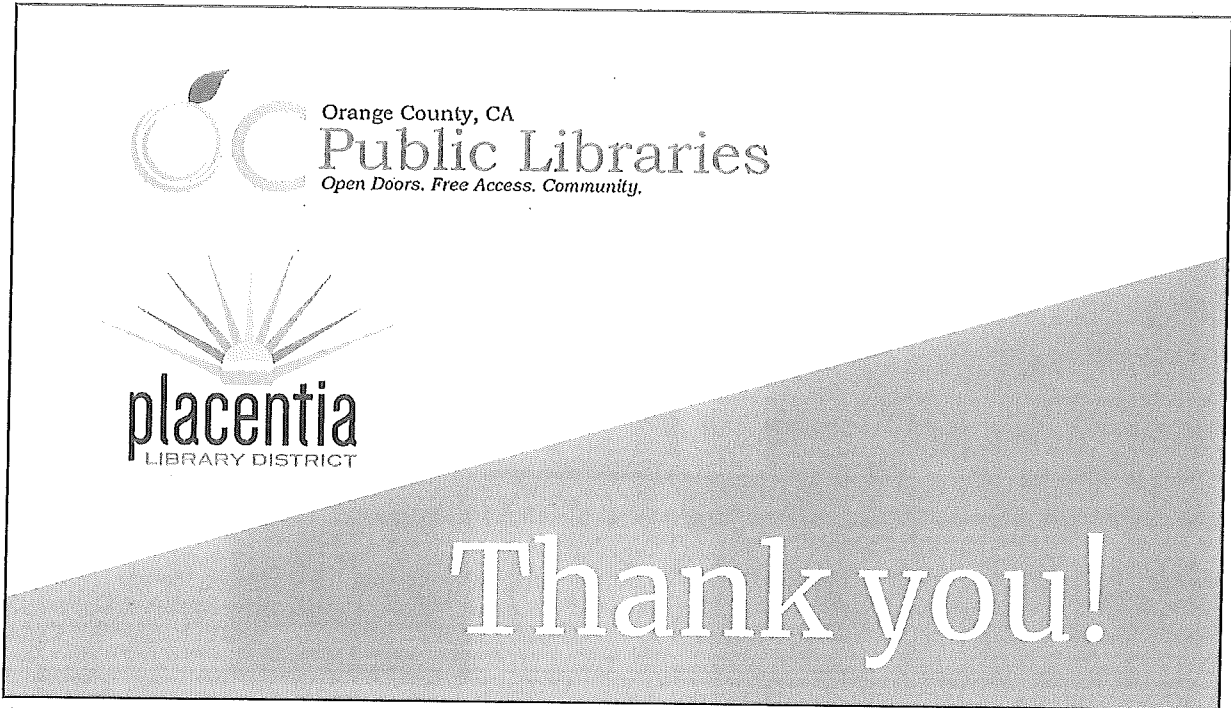
- Social media and marketing is about you (your library). It lets you tell your patrons and partners what you are doing and how they can get involved.



Continue the Conversation:



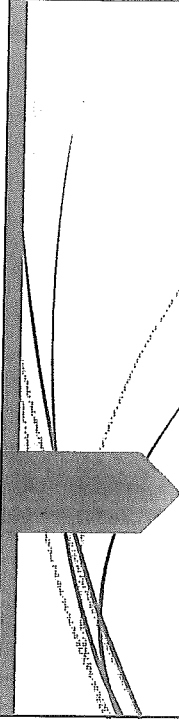
- Follow and engage with other libraries on social media to spark ideas
 - Try out new approaches to sharing your content
- Contact Us:
 - David.Lopez@occr.ocgov.com
 - tworden@placentialibrary.org





Working with Your Library Board to Overcome Challenges During a Pandemic

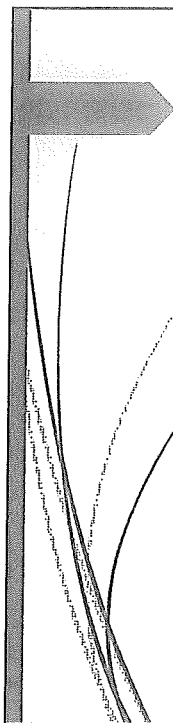
CALIFORNIA LIBRARY ASSOCIATION VIRTUAL CONFERENCE
May 13, 2021



ABOUT US


- ▶ Jo-Anne W. Martin, Library Board President
- ▶ Gayle Carline, Library Board Secretary
- ▶ Jeanette Contreras, Library Director
- ▶ David DeBerry, District Counsel



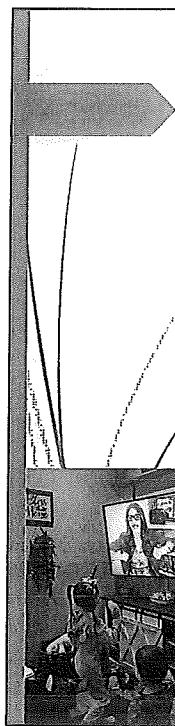


BOARD RESPONSIBILITY

JO-ANNE W. MARTIN




- RESOLUTIONS
 - ADMINISTRATIVE LEAVE
 - LIBRARY CLOSURE
- BUDGET
 - APPROVAL OF EXPENSES RELATED TO COVID-19
- COVID-19 REOPENING PLAN
- COMMUNICATION
 - LIBRARY DIRECTOR'S MESSAGES
 - SOCIAL MEDIA




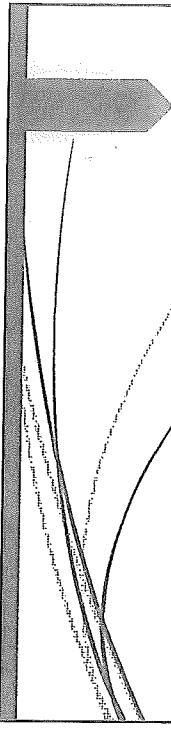
EMPLOYMENT & LABOR ISSUES

JEANETTE CONTRERAS




- REMOTE WORK OPPORTUNITIES
 - SCHEDULING & PTO
- RISKS & MENTAL HEALTH
- WHEN SOMEONE TESTS POSITIVE
- STAFF APPRECIATION & RECOGNITION EVENT



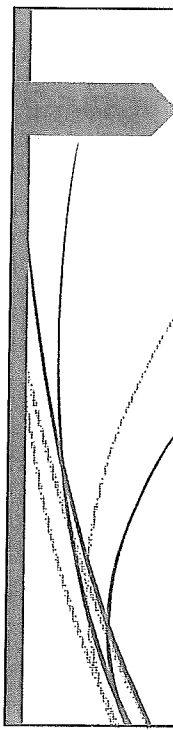


THE FUTURE

DAVID DEBERRY




- VACCINATION POLICY
 - The permissibility of requiring COVID-19 vaccinations (employees & public)
 - The exceptions to a vaccination requirement
 - The bargaining obligations related to requiring a vaccination
- INTER-AGENCY COORDINATION
 - Emergency Operation Centers
 - County / City / School Districts
- SAFE WORK ENVIRONMENT / RETURN TO WORK
 - Protective screens
 - Testing requirements
 - Temperature check
 - Sanitizers
 - Social distance



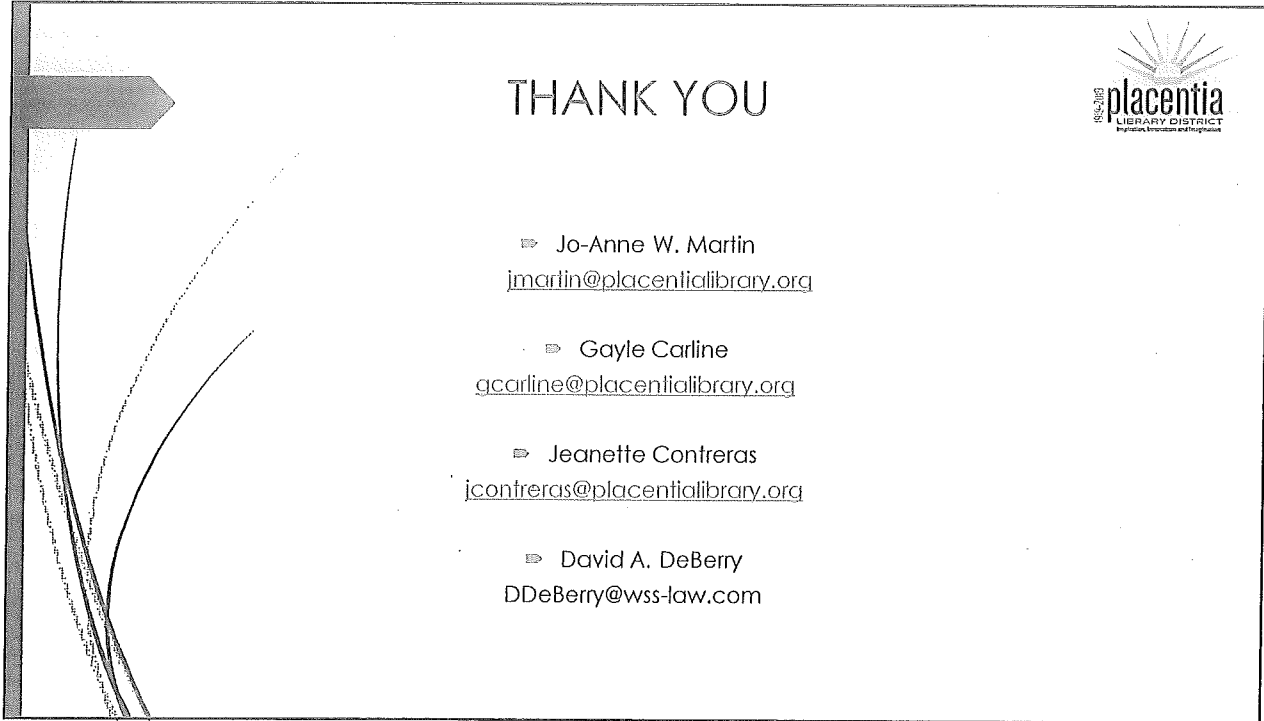
REOPENING CHECKLIST

GAYLE CARLINE



PREPARING TO OPEN YOUR DOORS AND MOVING FORWARD TO FULL OPENING, THINGS TO CONSIDER:

- BUDGET IMPLICATIONS
- REOPENING PLAN DOCUMENT
- POLICIES & PROCEDURES
- VIRTUAL PROGRAMMING & COPYRIGHT ISSUES
- COMMUNITY PARTNERS & ADVOCATES



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Jon Legree, Systems Librarian

SUBJECT: Discuss and Review Financial Audit I.T. Security Recommendations

DATE: June 21, 2021

BACKGROUND

At the March 15, 2021 Library Board of Trustees meeting, White, Nelson, Diehl, Evans presented the District's Audit of Financial Transactions for the 2019-2020 Fiscal Year. The auditor noted the following:

1. "We noted that currently sensitive information stored on servers, individual computers, and portable devices is not being encrypted."
2. "In addition, cybersecurity training is not being done covering topics of phishing scams and business email compromise. Also, the District does not perform penetration testing to determine how vulnerable their financial systems to cybercrimes."
3. "Serious information-related security threats, ranging from cybercrimes to the loss or theft of laptops, mobile phones, and client or company data, occur every day. To improve IT security, we recommend that District should begin by performing a comprehensive risk assessment of their physical and logical infrastructure, networks, data, and personnel. Based on those findings, they can implement policies and technologies to reduce the risk of cyberattacks, data breaches, theft, fraud, and other threats."

Addressing the auditor's findings, below is our Systems Librarian's responses to the above:

1. The library's accounting software uses encryption by default in all of its data files, so the main financial files are encrypted. We do have some archival financial information stored on windows network file servers. We will implement windows BitLocker encryption for the folders containing the financial information to further restrict access and prevent data loss.
2. We will begin cybersecurity training on the upcoming Staff Development Day and provide regular updates throughout the year. We will investigate hiring a consulting firm to conduct penetration testing.
3. We will investigate hiring a consulting firm to perform a comprehensive risk assessment of the I.T. infrastructure starting FY 2021-2022.

In addition, the Systems Librarian also recommends the following:

1. Purchase at least one additional layer of software security for the Local Area Network.
2. Complete migration of all staff documents to cloud storage in Office 365 SharePoint and OneDrive.
3. Implement stricter password and authentication procedures for staff and trustees.

RECOMMENDATION

Authorize library staff to proceed according to the Systems Librarian's recommendations above.

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Award Contract to Clifton Larson Allen LLP to Perform the Financial Audit, Management Letter, Financial Transactions Report and Supplement to the Annual Report, and Preparation of the GANN Limit Review Report for the 2020-2021 Fiscal Year.

DATE: June 21, 2021

BACKGROUND

Ms. Daphne Munoz from White, Nelson, Diehl & Evans LLP has prepared the Placentia Library District's annual financial audit for two fiscal years. The office is now Clifton Larson Allen LLP. Mr. Robert Callanan, CPA, will be responsible for the performance of the audit engagement. The office has provided superior service and works with library staff to ensure a transparent and efficient auditing process.

Attachment A are the letters of proposal from Clifton Larson Allen LLP to provide the Financial Audit and the GANN Limit Review Report for the 2020-2021 Fiscal Year.

RECOMMENDATIONS

1. Motion to award the Financial Audit and GANN Limit Review Report preparation contract for the 2020-2021 Fiscal Year to Clifton Larson Allen LLP for the amount of \$21,750; and
2. Authorize the contract to Clifton Larson Allen LLP by a roll call vote; and
3. Authorize Board President, Jo-Anne W. Martin, to sign the engagement letter.



CliftonLarsonAllen LLP
2875 Michelle Drive, Suite 300
Irvine, CA 92606

phone 714-978-1300 fax 714-978-7893
CLAconnect.com

June 1, 2021

Ms. Jeanette Contreras
Library Director
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the agreed-upon procedures engagement CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for Placentia Library District ("you," "your," or "the District") for the year ending June 30, 2021.

Robert Callanan, CPA, is responsible for the performance of the agreed-upon procedures engagement.

Scope, objective, and responsibilities

We will apply the agreed-upon procedures which Placentia Library District and the League of California Cities (as presented in the League publication entitled "Article XIII-B Appropriations Limit Uniform Guidelines") has specified and agreed to, listed in the attached schedule, to the Appropriations Limit Worksheet No 6 for the year ending June 30, 2021, prepared in accordance with Section 1.5 of Article XIII-B of the California Constitution. Placentia Library District is responsible for the Appropriation Limit Worksheet No. 6.

Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Placentia Library District agrees to and acknowledges the procedures performed or to be performed are appropriate for the intended purpose of the requirements of Section 1.5 of Article XIII-B of the California Constitution. The intended users of the agreed-upon procedures report are the Board of Directors and management of Placentia Library District. Intended users in addition to Board of Directors and management of Placentia Library District may be requested to agree to the procedures and acknowledge that the procedures performed are appropriate for the intended purpose. Consequently, we make no representation regarding the appropriateness of the procedures enumerated in the attached schedule either for the purpose for which this report has been requested or for any other purpose. The intended users assume the risk that such procedures might be inappropriate for the intended purpose and the risk that they might misunderstand or otherwise inappropriately use findings properly reported by CLA.

Our responsibility is to perform the specified procedures and report the findings in accordance with the attestation standards. Because the agreed-upon procedures listed in the attached schedule do not constitute an examination, or review, we will not express an opinion or conclusion on the Appropriations Limit Worksheet No. 6. In addition, we have no obligation to perform any procedures beyond those listed in the attached schedule.

At the conclusion of the engagement, you agree to provide a written representation letter that includes your agreement and acknowledgement that the procedures performed are appropriate for the intended purpose of the engagement and, if applicable, that you have obtained from necessary other parties their agreement to the procedures and acknowledgement that the procedures performed are appropriate for their purposes.

We will issue a written report upon completion of our engagement that lists the procedures performed and our findings. This report is intended solely for the information and use of the Board of Directors and management of Placentia Library District, and should not be used by anyone other than the specified parties. If, for any reason,



CLA is an independent member of Nexia International, a leading, global network of independent accounting and consulting firms. See nexia.com/member-firm-disclaimer for details.

we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report and withdraw from this engagement. Our report will include a statement indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

An agreed-upon procedures engagement is not designed to detect instances of fraud or noncompliance with laws or regulations; however, we will communicate to you any known and suspected fraud and noncompliance with laws or regulations affecting the Appropriations Limit Worksheet No. 6 that come to our attention, unless they are clearly inconsequential. In addition, if, in connection with this engagement, matters come to our attention that contradict the Appropriations Limit Worksheet No. 6, we will disclose those matters in our report. Such disclosures, if any, may not necessarily include all matters that might have come to our attention had we performed additional procedures or an examination or review.

Management is responsible for providing us with (1) access to all information of which you are aware that is relevant to the Appropriations Limit Worksheet No. 6 and the agreed-upon procedures, such as records, documentation, and other matters, and for the accuracy and completeness of that information; (2) additional information that we may request for the purpose of performing the agreed-upon procedures; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain evidence relating to performing the procedures. You agree to inform us of events occurring or facts discovered subsequent to the date of the Appropriations Limit Worksheet No. 6 that may affect the Appropriations Limit Worksheet No. 6.

For all accounting services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

We plan to begin our procedures on approximately June 2021 and, unless unforeseeable problems are encountered, the engagement should be completed by December 2021.

Engagement administration and other matters

The workpapers supporting the services we perform are the sole and exclusive property of CLA and constitute confidential and proprietary information. We do not provide access to our workpapers to you or anyone else in the normal course of business. Unless required by law or regulation to the contrary, we retain our workpapers in accordance with our record retention policy that typically provides for a retention period of seven years.

Pursuant to authority given by law or regulation, we may be requested to make certain workpapers available to California State Controller's Office for their regulatory oversight purposes. We will notify you of any such request. Access to the requested workpapers will be provided to the regulators under the supervision of CLA personnel and at a location designated by our firm. Furthermore, upon request, we may provide copies of selected workpapers to such regulators. The regulators may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

CLA will not disclose any of your confidential, proprietary, or privileged information to any persons without the authorization of your management or unless required by law. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you

have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

Our engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Mediation

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you, including this engagement, shall be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties (i.e., you and CLA). The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Time limitation

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any Dispute that may arise between the parties. The parties agree that, notwithstanding any statute or law of limitations that might otherwise apply to a Dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against us must be commenced within twenty-four (24) months ("Limitation Period") after the date when we deliver our final report under this agreement to you, regardless of whether we provide other services for you relating to the report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a Dispute.

Fees

Our maximum annual not to exceed fee for the year ending June 30, 2021, is \$605. The fee is based on anticipated cooperation from your personnel. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. If unexpected circumstances require significant additional time, we will advise you before undertaking work that would require a substantial increase in the fee and expense estimates. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. You will be obligated to compensate us for all time expended and related fees and to reimburse us for all out-of-pocket expenditures through the date of termination.

June 1, 2021
Placentia Library District
Page 4

Other fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

Finance charges and collection expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign, date, and return the enclosed copy to us.

Sincerely,

CliftonLarsonAllen LLP



Robert Callanan, CPA
Principal
714-795-5354
Bob.Callanan@CLAconnect.com

Enclosure

Response:

This letter correctly sets forth the understanding of Placentia Library District.

Authorized Signature: _____

Title: _____

Date: _____

SCHEDULE A

SCHEDULE OF PROCEDURES TO BE PERFORMED
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

1. We will obtain the completed Appropriations Limit Worksheet No. 6 for the year ending June 30, 2021, and compare the limit and annual adjustment factors included in that worksheet to the limit and annual adjustment factors that were adopted by resolution of the Board of Directors. We will also compare the population and inflation options included in the aforementioned worksheet to those that were selected by a recorded vote of the Board of Directors.
2. For the Appropriations Limit Worksheet No. 6, we will add last year's limit to the total adjustments, and compare the resulting amount to this year's limit. We will also recalculate the adjustment factor and the adjustment for inflation and population, and compare the results to the amounts on Worksheet No. 6.
3. We will compare the prior year appropriations limit presented in the Appropriations Limit Worksheet No. 6 to the prior year appropriations limit adopted by the Board of Directors for the prior year.



CliftonLarsonAllen LLP
2875 Michelle Drive, Suite 300
Irvine, CA 92606

phone 714-978-1300 fax 714-978-7893
CLAconnect.com

June 1, 2021

Ms. Jeanette Contreras
Library Director
Placentia Library District
411 E. Chapman Ave.
Placentia, CA 92870

Dear Ms. Contreras:

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the audit and nonaudit services CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for Placentia Library District ("you," "your," or "the District") for the year ending June 30, 2021.

Robert Callanan, CPA is responsible for the performance of the audit engagement.

Audit services

We will audit the financial statements of the governmental activities and major fund, which collectively comprise the basic financial statements of the District, as of and for the year ending June 30, 2021, and the related notes to the financial statements.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements. The RSI will be subjected to certain limited procedures, but will not be audited. The following RSI will be subjected to certain limited procedures, but will not be audited.

1. Management's discussion and analysis.
2. Budgetary comparison schedules.

Compilation and preparation services

We will prepare the following:

- The Special Districts Financial Transactions Reports and Supplement to the Annual Report of the Placentia Library District as of and for the year ending June 30, 2021, to be in a form prescribed by the California State Controller Office and perform a compilation engagement with respect to the prescribed form.



CLA is an independent member of Nexia International, a leading, global network of independent accounting and consulting firms. See nexia.com/member-firm-disclaimer for details.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of a trial balance.
- Preparation of your financial statements and related notes.
- Preparation of adjusting journal entries.

Audit objectives

The objective of our audit is the expression of opinions about whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

We will issue a written report upon completion of our audit of your financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue a report, or withdrawing from the engagement.

We will also provide a report (which does not include an opinion) on internal control related to the financial statements and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements, as required by *Government Auditing Standards*. The report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit conducted in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Auditor responsibilities, procedures, and limitations

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error. An audit involves performing procedures to obtain sufficient appropriate audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statements.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards*. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the basic financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we identify during the audit that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations,

contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements and RSI in accordance with U.S. GAAP. Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design, implementation, and maintenance of effective internal control, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered. You are responsible for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report.

You are responsible for ensuring that management is reliable and for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial

statements, such as records, documentation, and other matters, and for the accuracy and completeness of that information, and for ensuring the information is reliable and properly reported; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence. You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and limitations related to compilation, preparation and nonaudit services

Compilation and preparation services

Engagement objectives

The objectives of our engagement are to:

- a. Prepare the District's Special Districts Financial Transactions Report and Supplement to the Annual Report to the Special Districts Financial Transactions Report in accordance with the requirements prescribed by the California State Controller's Office based on information provided by you.
- b. Apply accounting and financial reporting expertise to assist you in the presentation of the prescribed forms without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the prescribed forms in order for them to be in accordance with the requirements prescribed by the California State Controller's Office.

Our responsibilities

We will conduct our compilation engagement in accordance with Statements on Standards for Accounting and Review Services (SSARs) promulgated by the Accounting and Review Services Committee of the American

Institute of Certified Public Accountants (AICPA) and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

Engagement procedures and limitations

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion, a conclusion, nor provide any assurance on the prescribed forms.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement. You agree that we shall not be responsible for any misstatements in the entity's prescribed forms that we may not identify as a result of misrepresentations made to us by you.

Our report

As part of our engagement, we will issue a report that will state that we did not audit or review the prescribed forms and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them.

There may be circumstances in which the report may differ from its expected form and content. If, for any reason, we are unable to complete the compilation of the prescribed forms, we will not issue a report on such forms as a result of this engagement.

Management responsibilities

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare the prescribed forms in accordance with the requirements prescribed by the California State Controller's Office and assist management in the presentation of the prescribed forms in accordance with the requirements prescribed by the California State Controller's Office. Management has the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARs:

- a. The selection of the financial reporting framework to be applied in the preparation of the prescribed forms.
- b. The preparation and fair presentation of the prescribed forms in accordance with the requirements prescribed by the California State Controller's Office.
- c. The inclusion of all informative disclosures required to be included in the form prescribed by the California State Controller's Office.
- d. The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the prescribed forms that are free from material misstatement, whether due to fraud or error.
- e. The prevention and detection of fraud.
- f. To ensure that the entity complies with the laws and regulations applicable to its activities.

- g. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
- h. To provide us with the following:
 - i. Access to all information relevant to the preparation and fair presentation of the prescribed forms, such as records, documentation, and other matters.
 - ii. Additional information that may be requested for the purpose of the engagement.
 - iii. Unrestricted access to persons within the entity with whom we determine it necessary to communicate.

Nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

The responsibilities and limitations related to the nonaudit services performed as part of this engagement are as follows:

- We will prepare a trial balance for use during the audit. Our preparation of the trial balance is limited to formatting information into a working trial balance based on management's chart of accounts or general ledger. You will be required to review, approve, and accept responsibility for the trial balance.
- We will prepare a draft of your financial statements and related notes. Since the preparation and fair presentation of the financial statements is your responsibility, you will be required to acknowledge in the representation letter our assistance with preparation of the financial statements and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for those financial statements. You have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements.
- We will propose adjusting journal entries as needed. You will be required to review and approve those entries and to understand the nature of the changes and their impact on the financial statements.

These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Use of financial statements

The financial statements and our report thereon are for management's use. If you intend to reproduce and publish the financial statements and our report thereon, they must be reproduced in their entirety. Inclusion of the audited financial statements in a document, such as an annual report or an offering document, should be

done only with our prior approval of the document. You are responsible to provide us the opportunity to review such documents before issuance.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

Engagement administration and other matters

We expect to begin our audit on approximately October 2021. We will observe the counting of inventories on December 2021.

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes confidential and proprietary information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to grantor agencies, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of CLA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the California State Controller's Office. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

CLA will not disclose any confidential, proprietary, or privileged information of the entity to any persons without the authorization of entity management or unless required by law. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our relationship with you is limited to that described in this letter. As such, you understand and agree that we are acting solely as independent accountants. We are not acting in any way as a fiduciary or assuming any fiduciary responsibilities for you. We are not responsible for the preparation of any report to any governmental agency, or any other form, return, or report or for providing advice or any other service not specifically recited in this letter.

Our engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Mediation

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you, including this engagement, shall be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Time limitation

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any Dispute that may arise between the parties. The parties agree that, notwithstanding any statute or law of limitations that might otherwise apply to a Dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against us must be commenced within twenty-four (24) months ("Limitation Period") after the date when we deliver our final audit report under this agreement to you, regardless of whether we do other services for you relating to the audit report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a Dispute.

Fees

Our maximum annual not to exceed fee for the year ending June 30, 2021, is set forth in the below table. The below fees are based on anticipated cooperation from your personnel and their assistance with preparing confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. If unexpected circumstances require significant additional

time, we will advise you before undertaking work that would require a substantial increase in the fee and expense estimates. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our report. You will be obligated to compensate us for all time expended and related fees and to reimburse us for all out-of-pocket expenditures through the date of termination.

Service	Amount
District Audit	\$ 19,850
State Controller's Report	\$ 1,900
Total	\$ 21,750

Unanticipated services

We do not anticipate encountering the need to perform additional services beyond those described in this letter. Below are listings of services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

Changes in engagement timing and assistance by your personnel

The fee estimate is based on anticipated cooperation from your personnel and their assistance with timely preparation of confirmations and requested schedules. If the requested items are not available on the dates required or are not accurate, we will advise management. Additional time and costs may be necessary because of such unanticipated delays. Examples of situations that may cause our estimated fee to increase include:

- Significant delays in responding to our requests for information such as reconciling variances or providing requested supporting documentation (e.g., invoices, contracts, and other documents)
- Rescheduling our fieldwork
- Schedule disruption caused by litigation, financial challenges (going concern), loan covenants (waivers), etc.
- Identifying a significant number of proposed audit adjustments
- Schedules prepared by your personnel that do not reconcile to the general ledger
- Numerous revisions to information and schedules provided by your personnel
- Restating financial statements for accounting errors in the prior year

- Lack of availability of entity personnel during audit fieldwork

Other fees

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

Finance charges and collection expenses

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

Subcontractors

CLA may, at times, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement.

Agreement

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. Please sign, date, and return a copy of this letter to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

CliftonLarsonAllen LLP



Robert Callanan, CPA

Principal

714-795-53544

Bob.Callanan@CLAconnect.com

Response:

This letter correctly sets forth the understanding of Placentia Library District.

Authorized governance signature: _____

Title: _____

Date: _____

Authorized management signature: _____

Title: _____

Date: _____



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: **Adoption of Resolution 21-07: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Appropriations Limitation for the 2021-2022 Fiscal Year.**

DATE: June 21, 2021

BACKGROUND

On November 6, 1979, Proposition 4, which is more commonly referred to as the “Gann Initiative,” was adopted by California voters. The measure became effective July 1, 1980, retroactive to fiscal year 1978-79. Statutes clarifying certain provisions of the Proposition are now codified in Article XIII B of the California Constitution. Pursuant to those regulations, the “Gann Limit” establishes constitutional spending limits allowable for California governmental agencies based on the Consumer Price Index and population growth. Concurrent with Proposition 4, the Revenue and Taxation Code, Section 7910, each local governmental unit is required to establish its appropriations limit prior to the beginning of each new fiscal year. In addition to Proposition 4, Proposition 111 was voted into law on June 5, 1990, in order to increase the accountability of local government in adopting appropriation limits.

In determining the 2021-2022 Fiscal Year Gann Appropriations Limit calculation, the California Department of Finance price and population information provided the following factors to consider: Population Factors Change in City Population indicated -.77% for the City of Placentia and the inflation change was 5.73%. Using these factors, the District’s 2021-2022 Gann Appropriations Limit is \$5,303,939. Gann Appropriations Limit is to establish the limit on the amount of revenues that can legally be spent by the Placentia Library District for the 2021-2022 Fiscal Year.

Attachment A is Resolution 21-07.

Attachment B is the GANN limit calculation.

Attachment C is the Price and Population letter.

RECOMMENDATIONS

1. Motion to read Resolution 21-07: A Resolution of the Board of Trustees of the Placentia Library District of Orange County to Establish the Appropriations Limitation for the 2021-2022 Fiscal Year.
2. Motion to Adopt Resolution 21-07 by a Roll Call Vote.
3. Roll Call Vote.

I, Gayle Carline, Secretary of the Board of Trustees of the Placentia Library District of Orange County hereby certify that the above and foregoing Resolution was duly and regularly adopted by the Board of Trustees at a Regular Meeting hereof held on the twenty first day of June 2021.

IN WITNESS THEREOF, I have hereunto set my hand and seal this twenty first day of June 2021.

Gayle Carline, Secretary
Placentia Library District Board of Trustees

A. LAST YEAR'S Limit	\$ 5,055,421			
		<u>99.23</u>	0.9923	1
B. ADJUSTMENT FACTORS		100		1.04915879
1. Population %	-0.77%			4.92%
2. Inflation %	5.73%	<u>105.73</u>	1.0573	
		100		
Total Adjustment %	4.92%			
C. ANNUAL ADJUSTMENT \$	\$ 248,518			
D. OTHER ADJUSTMENTS	\$ -			
E. TOTAL AJUSTMENTS	\$ 248,518			
F. CURRENT YEAR LIMIT	\$ 5,303,939			

FY 21/22



Gavin Newsom ■ Governor

State Capitol ■ Room 1145 ■ Sacramento CA ■ 95814-4998 ■ www.dof.ca.gov

May 2021

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2021, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2021-22. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2021-22 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2021.**

Please Note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data. Given the stay-at-home orders due to COVID-19, growth in the coming years may be substantially lower than recent trends.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

KEELY MARTIN BOSLER

Director

By:

/s/ Erika Li

Erika Li

Chief Deputy Director

Attachment

May 2021

Attachment A

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2021-22 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2021-22	5.73

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2021-22 appropriation limit.

2021-22:

Per Capita Cost of Living Change = 5.73 percent
 Population Change = -0.46 percent

Per Capita Cost of Living converted to a ratio: $\frac{5.73 + 100}{100} = 1.0573$

Population converted to a ratio: $\frac{-0.46 + 100}{100} = 0.9954$

Calculation of factor for FY 2021-22: $1.0573 \times 0.9954 = 1.0524$

Fiscal Year 2021-22

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2020 to January 1, 2021 and Total Population, January 1, 2021

County City	Percent Change 2020-2021	--- Population Minus Exclusions ---		Total Population
		1-1-20	1-1-21	1-1-2021
Orange				
Aliso Viejo	-1.07	50,351	49,813	49,813
Anaheim	-1.01	357,042	353,451	353,468
Brea	-0.79	45,498	45,137	45,137
Buena Park	-0.86	82,336	81,626	81,626
Costa Mesa	-0.78	113,661	112,780	112,780
Cypress	-1.07	49,055	48,531	48,531
Dana Point	-0.83	33,466	33,189	33,189
Fountain Valley	-0.84	55,419	54,953	54,953
Fullerton	-1.86	142,070	139,431	139,431
Garden Grove	-0.57	173,457	172,476	172,476
Huntington Beach	-0.93	198,725	196,874	196,874
Irvine	-2.31	277,988	271,564	271,564
Laguna Beach	-0.86	22,690	22,495	22,495
Laguna Hills	-1.03	31,397	31,073	31,073
Laguna Niguel	0.94	64,559	65,168	65,168
Laguna Woods	-1.07	16,209	16,036	16,036
La Habra	-1.04	63,471	62,808	62,808
Lake Forest	-0.02	84,556	84,538	84,538
La Palma	-1.06	15,607	15,442	15,442
Los Alamitos	-0.55	11,602	11,538	11,538
Mission Viejo	-1.06	95,130	94,119	94,119
Newport Beach	-0.64	86,415	85,865	85,865
Orange	-1.53	139,504	137,366	137,366
Placentia	-0.77	51,569	51,173	51,173
Rancho Santa Margarita	-1.08	48,708	48,183	48,183
San Clemente	-0.73	64,538	64,065	64,065
San Juan Capistrano	-0.78	36,081	35,801	35,801
Santa Ana	0.02	331,304	331,369	331,369
Seal Beach	-1.09	24,683	24,414	24,443
Stanton	1.08	39,150	39,573	39,573
Tustin	-0.62	80,511	80,009	80,009
Villa Park	-1.07	5,821	5,759	5,759
Westminster	-0.51	91,931	91,466	91,466
Yorba Linda	-0.85	68,426	67,846	67,846
Unincorporated	0.22	127,510	127,787	127,787
County Total	-0.84	3,180,440	3,153,718	3,153,764

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: **Conference Authorization for Trustees and the Assistant Library Director to Attend the California Special District Association (CSDA) Annual Conference in Monterey, California, August 30 – September 2, 2021**

DATE: June 21, 2021

BACKGROUND

The California Special District Association (CSDA) Annual Conference will be held in Monterey, California from August 30 – September 2, 2021. The keynote speakers are:

- **Kevin Brown**

Kevin grew up in Muskegon, Michigan where his blue collar roots taught him the value of hard work and determination. His resume includes an eclectic mix of career stops that ultimately led him to the purchase of a franchise at the age of seventeen. For nearly two decades Kevin was a sales and marketing executive that helped grow a little known family business into an industry giant with annual revenues reaching two billion dollars. After a career in franchising that spanned 30 years, Kevin decided to retire from corporate America and pursue his passion for bringing The HERO Effect® message to as many people and organizations as possible. As a highly sought-after keynote speaker, Kevin has had the privilege of speaking to a wide variety of organizations including Siemens, State Farm, Country Financial, Bristol-Myers Squibb, Northwestern Mutual, Delta Airlines, Trans America and Allianz to name just a few.
- **Jason Hewlett**

Jason is the author of the Facebook post entitled, “I Saw My Wife at Target Today.” The post has been seen by more than 100 million viewers. A recent, and one of the youngest inductees in the prestigious Speaker Hall of Fame, his talks inspire leadership from the perspective of a Promise, while giving attendees an engaging, entertaining, and educational experience all in one. Jason has conducted over 2,000 presentations for Fortune 500 companies, including American Express, Delta Airlines, the Salt Lake Olympics, Experian, NuSkin, Coca-Cola, and Wells Fargo.

This year’s conference theme, “You Are a Special District Hero,” will include several Pre-Conference Workshops:

1. Special District Leadership Academy Module 1: Governance Foundations - As the core curriculum of CSDA’s Special District Leadership Academy, this workshop serves as the “foundation” for the series on effective governance of special districts. It is specifically

designed for special district board members and meets the requirement for six hours of governance training for Special District Leadership Foundation programs. Cost: \$225.00

2. So, You Want to Be a General Manager? This is a practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on the journey, roles, and skill sets of a general manager; identifying general manager opportunities; developing positive relations with the board, staff, and peer agency executives; and leadership best practices. Cost: \$100.00
3. The Board and General Manager Working Together to Optimize the District – a 5-Step Program for Assuring Optimal Performance Optimizing district performance is always a goal. The five systematic steps that will be presented in detail are: - a frank assessment of district position, status and outlook - a realistic look at communications between the board and general manager - an honest appraisal of the third rails of your organizational model - policies that support best practices - clearly setting the organizational vector The instructor will use in-class exercises and assessment tools for each step for assessment purposes. Come prepared to have open dialogue about how to get and keep your district performing at the highest levels. 1:30 – 3:30 p.m. Cost: \$150.00

These workshops are not included in the conference registration and require additional payment as noted above.

Full conference early bird registration cost for CSDA member - \$625.00, after July 30, 2021, cost is \$675.00

Attachment A is the conference brochure.

RECOMMENDATIONS

1. Motion to Authorize Trustees and the Assistant Library Director to attend the California Special District Association (CSDA) Annual Conference in Monterey, California, August 30 – September 2, 2021.
2. Motion to authorize conference request by a roll call vote.
3. Roll Call Vote.

**ATTENDEE
BROCHURE**



YOU ARE A...
SPECIAL DISTRICT
HERO



**2021 CSDA ANNUAL CONFERENCE
& EXHIBITOR SHOWCASE**
AUGUST 30-SEPTEMBER 2 MONTEREY, CA



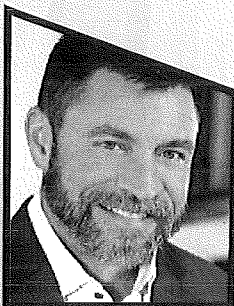
ATTENDEE BROCHURE

SPECIAL DISTRICT POWERS *ACTIVATE*

In 2020 and 2021, special district staff and elected officials were called on to be the HEROES of their communities by providing essential services to Californians through difficult times.

Come together with other special district heroes for a three day, must-attend education and networking event. Develop new partnerships. Participate in inspiring and motivating keynote sessions. Walk away with strategies, new connections, and innovative ideas to help you and your district in good times and challenging times.

TWO DYNAMIC KEYNOTES



Kevin Brown

Jason Hewlett



**THE USDA ANNUAL
CONFERENCE & EXHIBITOR
SHOWCASE IS THE ONE
CONFERENCE SPECIAL
DISTRICT LEADERS CAN'T
AFFORD TO MISS!**



Breakout Session Information

Choose from over 35 breakout sessions for your needs and the needs of your district. Topics include: pensions, ethics, harassment prevention, prevailing wage, Brown Act, community outreach and engagement, governance, legislative and legal updates and much, much more!

Check the conference website for full breakout session details.

CSDA will follow all state and local COVID-19 guidelines at the 2021 Annual Conference and Exhibitor Showcase. These may include masking and social distancing at the following locations:

- Monterey Conference Center
- Monterey Marriott
- The Portola Hotel & Spa

Room reservations for the CSDA Annual Conference and Exhibitor Showcase begin at \$214 plus tax and are based on availability. In order to book a hotel room, you must first register for the conference to obtain a CSDA room reservation link.



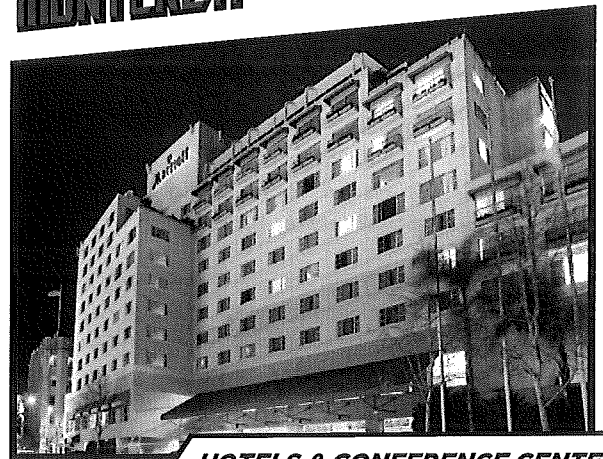
Credit Incentive Points

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points (CIPs) can be earned based on an agency's attendance at the CSDA Annual Conference & Exhibitor Showcase, reducing SDRMA members' annual contribution amounts.

35
breakout sessions



**THIS YEAR'S CONFERENCE
WILL BE HELD IN AMAZING
MONTEREY!**



HOTELS & CONFERENCE CENTER



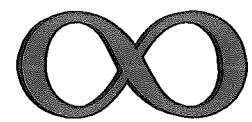
Monterey Marriott
350 Calle Principal
Monterey, CA 93940

Portola Hotel & Spa
2 Portola Plaza
Monterey, CA 93940

Conference Center
1 Portola Plaza
Monterey, CA 93940



pre-conference events



amount of fun



Kevin Brown

OPENING KEYNOTE

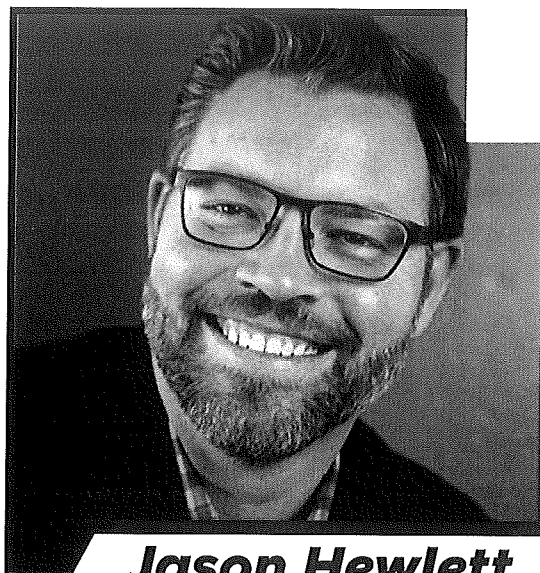
Tuesday, August 31

“The Hero Effect – Being your best when it matters the most!”

In a fresh and entertaining style, Kevin shares ideas, strategies and principles that will inspire and equip participants to show up every day and make a positive difference. At the heart of Kevin’s message is a simple, yet powerful philosophy for life that drives every thought, every action and ultimately every result we achieve both personally and professionally. Your team will be motivated to reach beyond what is required and do something remarkable!

This program is designed to help participants:

- Achieve greater results by eliminating “ordinary” thinking and mastering the habit of excellence.
- Own the moments that matter (and they all matter) by taking responsibility for their attitude, their actions and their results.
- Create meaningful relationships and deliver an extraordinary experience for every “customer” at work and at home.



Jason Hewlett

SORMA SPONSORED KEYNOTE

Wednesday, September 1

“The Promise – Becoming Legendary Leaders.”

With humor, heart, and absolute clarity, Jason hilariously brings legends of stage, music, and comedy to life to help leaders discover their very own signature moves and redefine their promise and commitment to their teams and organizations.

In 2021 our world is different, but foundational values remain the same: To deliver on our promises, to be accountable to expectations and exceed them, and to always give 100% in every interaction. In Jason’s entertaining and educational presentation, utilizing the legends of stage for establishing what a promise looks like from a performance level, participants will be enlightened, energized, and entertained in a keynote unlike any other. Music, comedy, stories, and powerful insights will leave attendees talking about the promise in their own lives, business, and how everyone can up their game in 2021.

YOU ARE A...
SPECIAL DISTRICT
HERO



PRE-CONFERENCE PROGRAM EVENTS TO HELP YOU POWER UP!



PRE-CONFERENCE PROGRAM EVENTS MONDAY, AUGUST 30, 2021

9:00 a.m. – 3:30 p.m.

[Pre-Conference Workshops]

Special District Leadership Academy Module 1: Governance Foundations* -

As the core curriculum of CSDA's Special District Leadership Academy, this workshop serves as the "foundation" for the series on effective governance of special districts. It is specifically designed for special district board members and meets the requirement for six hours of governance training for Special District Leadership Foundation programs.

So, You Want to Be a General Manager? *

This is a practical career development workshop for senior executives and emerging leaders in special districts. This action-oriented workshop includes group and panel discussions on the journey, roles, and skill sets of a general manager; identifying general manager opportunities; developing positive relations with the board, staff, and peer agency executives; and leadership best practices.

10:00 a.m.

SDLF Scramble for Scholarships Golf Tournament*

Pacific Grove Golf Links

12:30 – 3:30 p.m.

[Pre-Conference Workshop]

The Board and General Manager Working Together to Optimize the District – a 5-Step Program for Assuring Optimal Performance*

Optimizing district performance is always a goal. The five systematic steps that will be presented in detail are:

- a frank assessment of district position, status and outlook
- a realistic look at communications between the board and general manager
- an honest appraisal of the third rails of your organizational model
- policies that support best practices
- clearly setting the organizational vector

The instructor will use in-class exercises and assessment tools for each step for assessment purposes. Come prepared to have open dialogue about how to get and keep your district performing at the highest levels.

1:30 – 3:30 p.m.

Certified Special District Manager (CSDM) Exam, Special District Leadership Foundation (Optional)

3:45 – 5:15 p.m.

Chapter Roundtable Discussion (Optional, no fee, must be attending annual conference)

**Separate registration and payment required. Space is limited and on a first-come, first-served basis.*



5:15 - 7:30 P.M. [MONDAY]
CONFERENCE OFFICIALLY

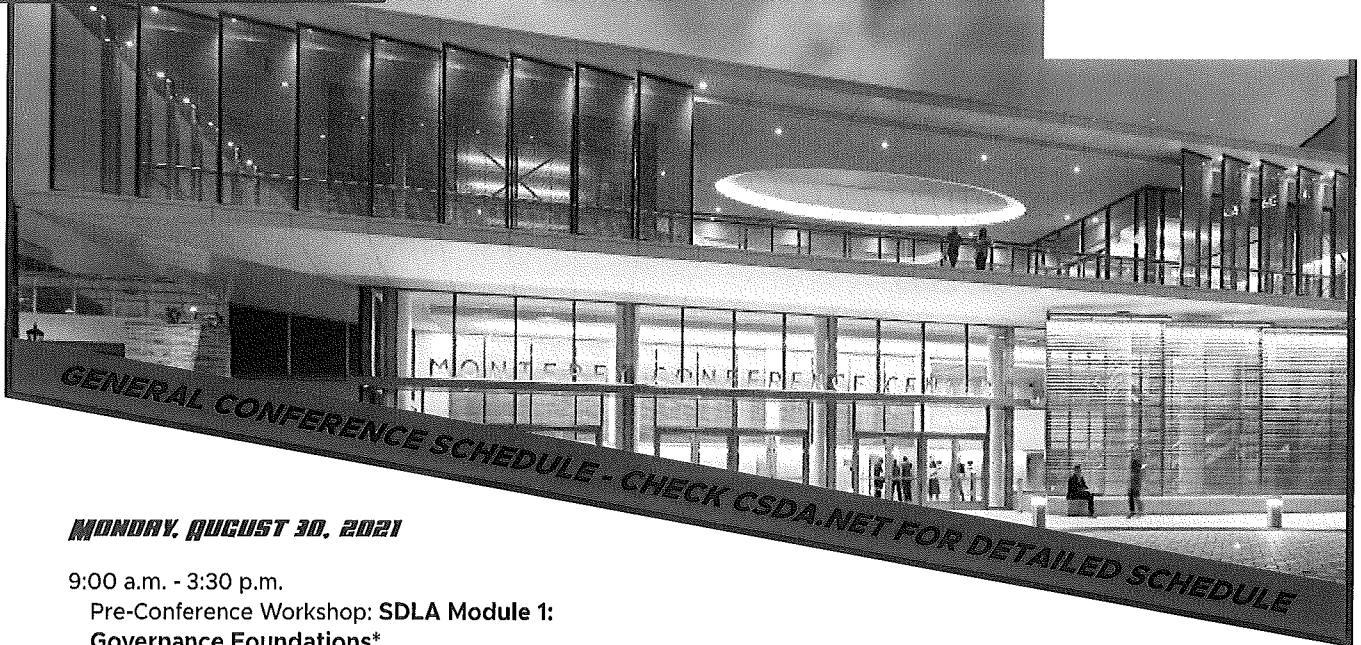
BEGINS



President's Reception with the Exhibitors

ALL REGISTERED ATTENDEES WELCOME

NEW CONFERENCE CENTER



MONDAY, AUGUST 30, 2021

- 9:00 a.m. - 3:30 p.m.
Pre-Conference Workshop: **SDLA Module 1: Governance Foundations***
- Pre-Conference Workshop: **So, You Want to Be a General Manager?***
- 10:00 a.m.
SDLF Scramble for Scholarships Golf Tournament*
- 12:30 - 3:30 p.m.
Pre-Conference Workshop: **The Board and GM Working Together to Optimize the District***
- 1:30 - 3:30 p.m.
Certified Special District Manager (CSDM) Exam, Special District Leadership Foundation*
- 3:45 - 5:15 p.m.
Chapter Roundtable Discussion
- 5:15 - 7:30 p.m.
**Conference Begins!
President's Reception with the Exhibitors**

TUESDAY, AUGUST 31, 2021

- 7:30 - 8:30 a.m.
Continental Breakfast with the Exhibitors
- 8:45 - 10:45 a.m.
Opening General Session: Kevin Brown
- 11:00 a.m. - 12:00 p.m.
Breakout Sessions
- 12:15 - 1:30 p.m.
Lunch with the Exhibitors
- 1:45 - 3:00 p.m.
Breakout Sessions

TUESDAY CONT...

- 3:45 - 4:45 p.m.
Breakout Sessions
- 5:00 - 6:30 p.m.
Mix & Mingle in the Exhibit Hall
- *****
WEDNESDAY, SEPTEMBER 1, 2021
- 8:00 - 10:30 a.m.
SDRMA Full Plated Breakfast and Keynote Speaker: Jason Hewlett
- 10:45 a.m. - 12:00 p.m.
Breakout Sessions
- 12:15 - 1:45 p.m.
Legislative Update Luncheon
- 2:00 - 3:15 p.m.
Breakout Sessions
- 3:30 - 5:00 p.m.
Breakout Sessions
- 6:00 - 9:00 p.m.
SDLF Taste of the City

THURSDAY, SEPTEMBER 2, 2021

- 8:00 - 10:00 a.m.
CSDA Closing Breakfast

* = optional, advanced registration, additional fee



2021 CSDA ANNUAL CONFERENCE ATTENDEE REGISTRATION FORM

one form per attendee, please print

Three Ways to Register:

1. REGISTER ONLINE by visiting the CSDA Annual Conference website at conference.cstda.net.
2. REGISTER BY FAX your registration form to 916-520-2465. All faxed forms must include payment.
3. REGISTER BY MAIL to CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Check made payable to: California Special Districts Association.

Not sure if you are a member?

Not sure if you are a member? Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the benefits of membership, contact Member Services Director Cassandra Strawn at cassandras@cstda.net or call toll-free 877-924-2732.

Full conference registration fee includes:

- » President's Reception with the Exhibitors Monday
- » Keynote Sessions
- » Continental Breakfast with the Exhibitors on Tuesday morning
- » Lunch with the Exhibitors on Tuesday
- » Mix and Mingle in the Exhibit Hall on Tuesday
- » SDRMA Full Plated Breakfast on Wednesday
- » Legislative Update Luncheon on Wednesday
- » All Breakout Sessions on Tuesday and Wednesday
- » Taste of the City Reception on Wednesday
- » Closing Breakfast on Thursday

Full conference GUEST registration includes all meal functions.

Name:		Title:		
District:				
Address:				
City:		State:	Zip:	
Phone:		Fax:		
Email:		Website:		
Member status: <input type="checkbox"/> Member <input type="checkbox"/> Non-member				
Special Needs (include dietary):				
Emergency Contact:				
Would you prefer to opt out of exhibitor or sponsor emails? <input type="checkbox"/> Yes <input type="checkbox"/> No				
CONFERENCE REGISTRATION FEES		EARLY BIRD (ON/BEFORE JULY 30, 2021)	REGULAR (AFTER JULY 30, 2021)	SUBTOTAL
<input type="checkbox"/> CSDA Member - Full Conference		\$625.00	\$675.00	
<input type="checkbox"/> Non-member - Full Conference		\$940.00	\$1015.00	
<input type="checkbox"/> Guest of a Member - Full Conference (Cannot be from a district/co.) <input type="checkbox"/> Vegetarian		\$300.00	\$325.00	
<input type="checkbox"/> Guest of a Non-member - Full Conference (Cannot be from a district/co.) <input type="checkbox"/> Vegetarian		\$450.00	\$485.00	
<input type="checkbox"/> CSDA Member - One-day registration <input type="checkbox"/> Tues. <input type="checkbox"/> Wed. <input type="checkbox"/> Thurs.		\$350.00 each day	\$375.00 each day	
<input type="checkbox"/> Non-member - One-day registration <input type="checkbox"/> Tues. <input type="checkbox"/> Wed. <input type="checkbox"/> Thurs.		\$510.00 each day	\$565.00 each day	
SEPARATE REGISTRATION FEES		CSDA MEMBER	NON-MEMBER	SUBTOTAL
<input type="checkbox"/> Pre-Conference Workshop: SDLA Module 1: Governance Foundations - Aug. 30		\$225.00	\$340.00	
<input type="checkbox"/> Pre-Conference Workshop: So You Want to be a General Manager? - Aug. 30		\$100.00	\$100.00	
<input type="checkbox"/> Pre-Conference Workshop: The Board and GM Working Together... - Aug. 30		\$150.00	\$225.00	
<input type="checkbox"/> SDFL Scramble for Scholarships Golf Tournament - Aug. 30		\$105.00 (includes lunch)		
<input type="checkbox"/> Taste of the City Reception (Guests only) - Aug. 30		\$ 65.00 CSDA Member Guest	\$ 98.00 Non-member Guest	
TOTAL				
Payment type: <input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX <input type="checkbox"/> Discover				
Account name:		Account Number:		
Expiration date:		Authorized Signature:		

Cancellations/Substitution Policy: Cancellations must be in writing and received by CSDA no later than Friday, August 13, 2021. All cancellations received by this date will be refunded less a \$75 processing fee. There will be no refunds for cancellations made after August 13, 2021. Substitutions are acceptable and must be done in writing no later than August 20, 2021 at 5:00 p.m. Please submit any cancellation notice or substitution request to meganl@cstda.net or fax to 916-520-2465.

Consent to Use Photographic Images: Registration and attendance at, or participation in, CSDA meeting and other activities constitutes an agreement by the registrant to CSDA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions, and audiotapes of such events and activities.

Anti-Discrimination and Harassment Policy: CSDA is dedicated to a harassment-free event experience for everyone. Our Anti-Discrimination and Harassment Policy can be found under "CSDA Transparency" at www.cstda.net/about-cstda/who-we-are.



California Special Districts Association
 1112 I Street, Suite 200
 Sacramento, CA 95814

A proud California Special Districts Alliance partner.

ATTENDEE BROCHURE

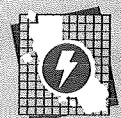


*GOING TO CONFERENCE
 IS ALWAYS AN EXCELLENT
 OPPORTUNITY TO NETWORK,
 MEET NEW PEOPLE, AND LEARN
 MORE ABOUT SO MANY TOPICS.
 I NEVER COME WITHOUT
 LEARNING SOMETHING NEW
 TO BENEFIT MY BOARD OR MY
 COMMUNITY.*

- CRYSTAL SMITH, DIRECTOR
 EDMONT COMMUNITY SERVICES DISTRICT

**2021 CSDA ANNUAL CONFERENCE
 & EXHIBITOR SHOWCASE**

AUGUST 30-SEPTEMBER 2 MONTEREY, CA



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: California Special Districts Association (CSDA) Call For Nominations
Seat A

DATE: June 21, 2021

BACKGROUND

CSDA leadership is elected from six geographical networks: Northern, Sierra, Bay Area, Central, Coastal, and Southern. Each networks has three seats on the Board with a 3-year term. Currently, nominations are accepted for Seat A.

Nine candidates have submitted paperwork to vacate Seat A, including incumbent Jo MacKenzie from Vista Irrigation District. The candidates are:

- Jo MacKenzie
- Jan Bissell
- Kelly Gregg
- Rickey Manbahal
- Jo-Anne Martin
- Paulina Martinez-Perez
- Rachel Mason
- David E. Raley
- John Skerbelis

Attachment A are the candidate information sheet and statement for President Martin.

Attachment B are the candidate information sheet and statement for Ms. Jo MacKenzie.

Attachment C are the candidate information sheet and statement for Ms. Jan Bissell.

Attachment D are the candidate information sheet and statement for Mr. Kelly Gregg.

Attachment E are the candidate information sheet and statement for Mr. Rickey Manbahal.

Attachment F are the candidate information sheet and statement for Ms. Paulina Martinez-Perez.

Attachment G are the candidate information sheet and statement for Ms. Rachel Mason.

Attachment H are the candidate information sheet and statement for Mr. David E. Raley.

Attachment I are the candidate information sheet and statement for Mr. John Skerbelis.

Attachment J is the Call For Nominations letter from CSDA.

RECOMMENDATIONS

1. Nominate President Martin for CSDA Seat A.
2. Authorize President Martin's nomination by a roll call vote.
3. Roll call vote.
4. Authorize the Administrative Assistant to submit the electronic ballot on behalf of the Placentia Library District.

March 15, 2021



President Jo-Anne Martin's background is in aerospace defense, operations and business. She has a bachelor's degree in biopsychology from Vassar College, and a master's degree in Systems Management from the State University of New York at Binghamton.

Jo-Anne Martin served in the US Air Force for 21 years as an Air Battle Manager. During this time she commanded 2 Air Force units, served as a Mission Crew Commander in both the US and NATO Airborne Warning and Control System (AWACS) and was the Pacific Regional Air Defense Commander. President Martin commanded an AWACS crew during the first Gulf War, accumulating over 200 combat flying hours and was awarded an Air Medal for her accomplishments. She is the first female graduate of the USAF Fighter Weapons (Top Gun) School. Her last assignment was at the Pentagon where she directed Congressional, budget and program integration for a \$28 billion portfolio of communications and computer programs. She routinely briefed Congressional staffers, Air Force senior leadership and media.

After retiring from the Air Force, Jo-Anne Martin spent 10 years in the aerospace defense industry. She was a Director of Business Development for The Boeing Company with extensive international as well as domestic responsibilities. Her international experiences span Asia, the Middle East and Europe with multiple tours in South Korea.

President Martin is very active in the local community serving as Associate Director on the Financial Partner's Credit Union Board of Directors, Secretary for Alta Vista's Women's Golf Association, an Elder of the Placentia Presbyterian Church, and as a literacy volunteer at the Placentia Library District. President Martin also regularly volunteers at Charity's Closet and is a past chair and board member of the Homeless Intervention Shelter.

BOARD OF TRUSTEES

Jo-Anne Martin
President

Gayle Carline
Secretary

Sherri Dahl
Trustee

Hilaire Shioura
Trustee

Al Shkoler
Trustee

Jeanette Contreras, M.L.S.
Library Director

PLACENTIA LIBRARY DISTRICT
411 E. Chapman Ave.
Placentia, CA 92870
Phone: 714-528-1925
administration@placentialibrary.org
www.placentialibrary.org



Jo-Anne Martin
President
Placentia Library District
Board of Trustees



California Special
Districts Association
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jo-Anne Martin

District/Company: Placentia Library District

Title: Board President

Elected/Appointed/Staff: Elected

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I routinely attend the CSDA annual conference, as well as the Legislative Days. I have completed multiple CSDA webinars and training sessions. I also completed CSDA's Board Secretary Workshop.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I am a member of the League of Women Voters and the California/Nevada League of Credit Unions.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

None.

4. List civic organization involvement:

I currently serve as an Associate Director on Financial Partners Credit Union's Board of Directors, as the Secretary for Alta Vista's Women's Golf Association, an Elder of the Placentia Presbyterian Church and as a literacy volunteer for the Placentia Library District. I am also a past chair and board member of the Homeless Intervention Shelter.

****Candidate Statement -- Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**



RE-ELECT
JO MACKENZIE
PROVEN EXPERIENCE LEADING
SPECIAL DISTRICTS

- Dedicated
 - Fiscally Responsible
 - Committed to Special Districts

It has been a privilege to serve on the CSDA Board of Directors representing the Southern Network. I am honored that three years ago you elected me to serve your district. I am asking for your vote again in this election.

I am committed to continue building on the present foundation of CSDA's educational programs, state and federal legislative advocacy, and public outreach. As you know, this year ALL webinars are free to our members. The Special District Leadership Foundation Board has eliminated budget limits for scholarships. This allows all districts to apply for scholarships to attend workshops and conferences in 2021. I serve on both boards and I'm proud that the collaboration between the two boards allows all special districts to take advantage of CSDA's programs.

Serving on the Board of Directors and CSDA committees takes dedication and commitment, and especially a commitment of time. I have a proven record of leadership as both a Board member, a committee member and a chair. I was the PublicCEO Special District Official of the Year 2011 and CSDA Legislative Advocate of the Year 2010.

My proven leadership and public service experience, commitment to fiscal responsibility, and my comprehensive LAFCO and special district knowledge make me the most qualified candidate to represent the Southern Network.

With a passion for and proven experience in leading special districts, I would be honored to continue serving on the CSDA Board of Directors as your Southern Network Director.

✓ **Your district's vote will be greatly appreciated!**

Last day to vote: July 16, 2021



**California Special
Districts Association**
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jo MacKenzie

District/Company: Vista Irrigation District, *CSDA District of Distinction, Platinum Level*

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 29 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

- CSDA Board of Directors, President 2011, Vice President 2010, Treasurer 2008-2009
- CSDA Legislative Advocate of the Year 2010
- Graduate of CSDA Governance Academy
- CSDA Finance Corporation Board of Directors, 2007-present; President 2012, 2013, 2015- present
- Special District Leadership Foundation Board of Directors, Treasurer 2014-present
- Fiscal and Audit Committees; Membership Committee 2011- present; Chair 2020-2021
- Legislative Committee 2004-present; Chair, 2006-2010 and 2012
- CSDA San Diego Chapter, Board of Directors, 1993-present; President 1998-2000
- Attend all Annual Conferences and Legislative Days

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

- ACWA: Past Board Director; Local Government, Chair 2014-2015 and Membership Committee
- ACWA Region 10 Board of Directors, Vice Chair, Alternate Chair, Director 1997-2010
- The California Association of Local Agency Formation Commissions (CALAFCO), Board Member and Legislative Committee member, 2017 - present
- Special District Official of the Year by PublicCEO 2011

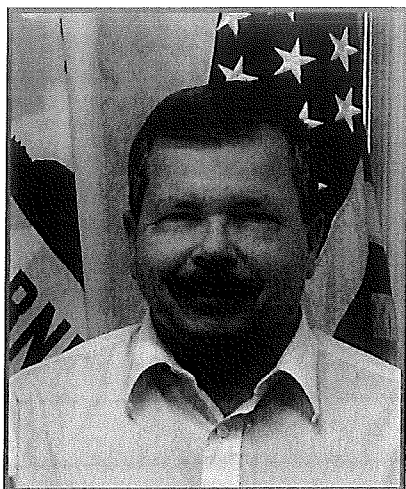
3. List local government involvement (such as LAFCO, Association of Governments, etc.):

- San Diego LAFCO, 1994-present, Commissioner 7 years, Chair 2018-2019; Alternate 5 years; Special District Advisory Committee 14 years, Chair 2005 -2009
- City of San Marcos Planning and Traffic Commissions
- Personally initiated the City of San Marcos Budget Review Committee in 1980, Chair 1996-2006

4. List civic organization involvement:

- San Marcos Chamber of Commerce, Lifetime Ambassador
- Graduate Leadership 2000, Cal State San Marcos
- Community Development Associates, Treasurer
- Soroptimist International

****Candidate Statement-**Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot mailing.**



JAN BISSELL

FOR

**CSDA BOARD OF DIRECTORS, SEAT A
SOUTHERN NETWORK**

Hello, my name is Jan Bissell and I am the Vice President of the Valley-Wide Recreation and Park District Board of Directors. I am proud to say that for over 45 years, I have been involved with Valley-Wide Recreation as a volunteer in many capacities from coaching, officiating, organizing fundraisers and being an ambassador of Recreation in the community. My background is in business, but I also had the opportunity to serve as a Recreation Supervisor for 5 years and I was fortunate that both jobs kept me in direct contact with my community.

Last year, I had the honor of being recognized as an Outstanding Board Member for the California Association of Recreation and Park Districts. It is an honor I share with my fellow Board members as it is a reflection of our collective work to ensure the growth and sustainability of our District. With over 80 Parks and community centers and more than 250,000 residents to serve, my focus is on making sure the core of our services continue to reflect and fill the needs of our community.

- **Valley-Wide Recreation and Park District Board Member for 15 years (current)**
- **CIF and Recreation coach and sports official for 40+ years**
- **Outstanding Board Member CARPD 2020**
- **First Baptist Church Board of Trustees for 8 years**
- **First Baptist School Board Member for 4 years**
- **Member of the CIF Board for 25 years**

I am a husband, father, grandfather and a fearless advocate for our community. It is my hope that with your support, I can also be a fearless advocate for your special District.

On Behalf of our Board of Directors and entire Valley-Wide Recreation staff, I respectfully request your District's vote for the nomination to the Board of Directors of the California Special District Association (CSDA).



California Special
Districts Association
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jan Bissell

District/Company: Valley-Wide Recreation and Park District

Title: Vice President

Elected/Appointed/Staff: Elected

Length of Service with District: 14 years (1999 - 2010, 2018 - to present day)

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Attendee of CSDA Conference

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

California Parks and Recreation Society (CPRS), California Association of Recreation Park Districts (CARPD), California Interscholastic Federation (CIF).

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Valley-Wide Recreation and Park District (VWRPD)

4. List civic organization involvement:

First Baptist School Board, USA Pickleball Association (USAPA), Friends of Valley-Wide Foundation (FOVWF), Local Pony Baseball and Softball Associations.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**

Kelly J Gregg, Director

Hesperia Recreation and Park District

I have been a lifelong resident of Hesperia since 1971. I served as the voice of the community, and taxpayers on the HRPD Governing Board from 2010-2014 and 2016-current.

- Serves as Director of the Hesperia Recreation and Park District and on several committees: Finance (chair), Tri-Agency (chair), Personnel (v-chair).
- Served as President of the Hesperia Recreation and Park District and on several committees: Budget (chair), Safety and Security (chair), Foundation, and Golf Course.
- Serves on Hesperia City Council Safety Committee (chair).
- Fiscal responsibility and transparency are two main platform goals that take priority when making decisions for any agency or civic organization.

Kelly J Gregg is available to you at (760)985.1193 or by email directorgregg@hesperiaparks.com

Please Vote: Kelly J Gregg for CSDA Director Southern Network



California Special
Districts Association
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Kelly J Gregg

District/Company: Hesperia Recreation and Park District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 9 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Have attended several CSDA conferences and workshops.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

N/A

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Current chair for City of Hesperia Safety committee.

4. List civic organization involvement:

Member of Elks lodge #2646. Have assisted in many community events.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**

CANDIDATE STATEMENT

When Mr. Manbahal was hired, WVWD was in a state of financial and administrative turmoil. Under his leadership, WVWD enacted ten major reforms to resolve financial issues, address the numerous negative findings in a previous California State Controller's office audit and deliver greater accountability and savings for ratepayers, resulting in WVWD's receiving of the Special District Leadership Foundation Transparency Certificate of Excellence. As a result of his efforts, including the implementation of the Cal-Card purchasing card program to minimize fraud, WVWD's most recent state audit found no material deficiencies with WVWD's internal controls, management and records.

Even in the face of a decline in revenue due to COVID-19, Manbahal's strong leadership produced a responsible fiscal year 2020-2021 budget that generated \$416,000 in cost savings without raising rates for ratepayers. Recently, Manbahal led WVWD's effort to apply for and secure a U.S. Environmental and Protection Agency loan for capital improvements worth nearly \$25 million.

Before his tenure at WVWD, Manbahal served as director of finance, assistant financial services director and interim finance director for localities throughout California. Prior to that, Manbahal worked as an internal auditor for the County of Los Angeles. Manbahal earned his Master's degree in Public Administration from California State University Northridge and a bachelor's degree in accounting. He also serves as a part-time lecturer at UCLA Extension, leading intensive courses in auditing, accounting and business management.

Given his extensive experience in turning around municipal finances and management, we have no doubt Mr. Manbahal will be a valuable addition to CSDA leadership. Without any reservation, we strongly urge you to consider Mr. Manbahal for the position of CSDA Board of Director Seat A — Southern Network in the coming election. If you have any questions or concerns, please contact Mr. Manbahal directly at smanbahal@wvwd.org or (909) 820-3706.

*Rickey S. Manbahal, MPA
Interim General Manager
Chief Financial & Administrative Officer*



California Special
Districts Association
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Shamindra "Rickey" Manbahal, MPA

District/Company: West Valley Water District

Title: Interim General Manager, Chief Financial & Administrative Officer

Elected/Appointed/Staff: WVWD Board & Public Affairs Manager Naseem Farooqi

Length of Service with District: 1.7 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Participated in several training Transparency Certificate of Excellence, Leadership Academy and General Manager Training, attended conferences and is registered for 2021 conference.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

ACWA, GFOA, CMTA, CSMFO, League of California Cities

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

GFOA and LAFCO

4. List civic organization involvement:

Various Chamber of Commerce activities, Various non-profit participation
Jewish Vocational Service, High Road Training Program

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**



SOUTH BAY IRRIGATION DISTRICT
505 GARRETT AVENUE, POST OFFICE BOX 2328
CHULA VISTA, CALIFORNIA 91912-2328
(619) 420-1413 FAX (619) 425-7469
www.sbid.us

BOARD OF DIRECTORS
STEVE CASTANEDA
DIVISION 1
PAULINA MARTINEZ-PEREZ
DIVISION 2
JOSE PRECIADO
DIVISION 3
HECTOR MARTINEZ
DIVISION 4
JOSIE CALDERON-SCOTT
DIVISION 5

Candidate Statement:

I am pleased to share with you my interest in being part of the Board of Directors representing the Southern Network. The Board of Directors for the California Special Districts Association has six major beliefs and I believe I would be an excellent addition that would support the board in being a leading and passionate voice for all special districts.

In order to raise awareness and understanding of what special districts are, the CSDA established the "Districts Make The Difference" campaign. This campaign focuses on creating more visibility and outreach to the public. With its new logos, videos, student contents, etc. the CSDA is demonstrating a newfound commitment to revolutionize, and modernize its efforts. Electing me as the representative of the Southern Network would align with CSDA's most recent push in revitalizing and revamping its efforts to outreach the public.

Undoubtedly, the members of the current Board of Directors are committed to strengthening and supporting the special districts that make up California. However, the strength of a fresh perspective cannot be overstated. As a newly elected Director the South Bay Irrigation District, and the youngest member ever elected, I have been able to bring a new perspective to our governing board. As part of the Board of Directors I would focus on being a member that promotes the ability to look at what can be done, and not only at what has been done.

Professionally, I am a graduate of the University of California, Los Angeles (UCLA) with a major in Political Science and minored in Society and Genetics as well as Biological Anthropology. I also possess a master's degree from Johns Hopkins University and I am currently a public high school biology teacher.

Please feel free to reach me directly at pmp.sbid@gmail.com or 619.361.1647.

Thank you for your time.

Respectfully,

A handwritten signature in black ink, appearing to read "Paulina Martinez-Perez".

Paulina Martinez-Perez



**California Special
Districts Association**
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Paulina Martinez-Perez

District/Company: South Bay Irrigation District

Title: Director- Division 2

Elected/Appointed/Staff: Elected

Length of Service with District: 4 year term- 2020-2024

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Workshops: Getting Oriented: The Critical Nature of Communications in the Public Age

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Currently the delegate to ACWA representing South Bay Irrigation District, and an alternate representing Sweetwater Authority.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

N/A

4. List civic organization involvement:

Public school teacher at a heavily civically involved TK-12 systemt that promotes social justice and civic engagement with all students. Have also participated in fellowshi

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**

March 11, 2021

California Special Districts Association

RE: 2021 Board of Directors Election Candidate Statement

To Whom it May Concern,

I respectfully submit this nomination form for consideration to represent the Southern Network of CSDA. My tenure with the Fallbrook Regional Health District has been short in duration, yet I feel that these last two years have been the most rewarding of my professional career. My initial professional life was in the nonprofit industry, so when I switched to a Governmental role, I found a new vocabulary, new rules of operations, and a new ability to provide deep service to my community. Upon entry to this position, I was immediately directed by the Board of Directors, the District's legal counsel and our long-time staffers to engage with CSDA for trainings, education and support. I have been impressed with the education and advocacy provided to members from CSDA and have benefitted from these resources. I believe that while I may be still be considered new to this industry, my broad professional experience and collaboration building abilities could benefit CSDA, my home District and our shared communities.



Rachel A. Mason, M.A., M.S.
Chief Executive Officer
Fallbrook Regional Health District



California Special
Districts Association
Districts Stronger Together

2021 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: Rachel Mason

District: Fallbrook Regional Health District

Mailing Address: 138 S. Brandon Rd., Fallbrook, CA 92028

Network: Southern Network (see map)

Telephone: Office: 760.731.9187 or Cell: 909.838.8071
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: 760.731.9131

E-mail: rmason@fallbrookhealth.org

Nominated by (optional): Jennifer Jeffries, FRHD Board Treasurer

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS – March 29, 2021

Director, SBV Water Conservation District/ Retired Credit Union CEO, Retired Colonel

I have demonstrated my leadership and organizational commitment in rising from Aviation Cadet to a Colonel in the US Air Force. I demonstrated the same skills when I was elected to the Conservation District Board against a 16 year talented and effective Board Member.

My leadership skills and financial expertise have ensured cost effective protection of critical ground water resources in the San Bernardino Valley Water Conservation District.

I am a Vietnam Pilot Combat Veteran and a retired USAF Colonel after enlisting as an Aviation Cadet with a Trade High School Diploma.

As your Representative I will use these same skills and commitment to maintain and enhance the operation of the CSDA Board of Directors, Seat A, Southern Network Representative

I have continued to insist the District had effective fiscal controls to build and maintain a permanent strong financial position that ensures the viability of the District and its important endeavors.

"Helping Nature Store Our Water" is our Water District's motto. I have actively promoted and supported projects to enhance water capture and to ensure all the available State Project water is stored in the Bunker Hill Basin.

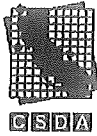
I have provided significant contributions to our District's effort to protect endangered species, public access to trails so all can enjoy the community's upper Santa Ana River resources and local aggregate supplies in support of the local economy.

Qualifications: Master's Degree in Business Administration from Arizona State University, President/CEO, Norton (Alta Vista) Credit Union, President, Crafton Hills College Foundation, Redlands Police Civilian Patrol, 3 years as Chairman of the Volunteer Governing Committee, City of Redlands Technical and Professional Volunteer of the Year and President of the San Bernardino Valley Conservation Trust.

I ask for your vote.

Thank you.

909.798.9248



California Special
Districts Association
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: David E. Raley

District/Company: San Bernardino Valley Water Conservation District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 11 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I have taken Governance Training through CSDA.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Our District is currently a member of ACWA.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Please see attached statement.

4. List civic organization involvement:

Please see attached statement.

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**

CANDIDATE STATEMENT

JOHN SKERBELIS

Unique to Rubidoux Community Services District (“Rubidoux”) is its history as the state of California’s first community services district, formed in 1952. Rubidoux was within an unincorporated area of western Riverside County and now provides approximately 35,000 people with water, sewer, fire protection, trash, weed abatement, and street light services. These services in part helped enable the area to develop and grow, eventually leading into the incorporation of the area as the City of Jurupa Valley on July 1, 2011. Rubidoux continues to provide services consistent with its formation in 1952 and as a CSDA Member appreciates the support CSDA provides in many ways.

John Skerbelis is a Director on Rubidoux’s Board of Directors and currently the Board President. He is seeking election to CSDA’s Board of Directors and is asking for support from fellow CSDA Southern Network Members.

Examples of Director Skerbelis’ local community service experience include -

- Elected to Board of Directors of Rubidoux in 2007 and past Board President twice
- Member of Riverside County Solid Waste Management Advisory Council – 7 years
- Recognized by Riverside County Board of Supervisors for outstanding performance related to the illegal dumping task force (AB 1822 and AB 1924)
- Worked for Riverside County Department of Environmental Health - 8 years
- Local business owner
- Coordinated with Congressman Calvert and Takano to secure FEMA funds for Rubidoux

With his experience and diversity of public service, Director Skerbelis would be a meaningful member of CSDA’s Board of Directors. When submitting your vote in the upcoming vote for CSDA Board of Director Seat A – Southern Network, it is requested you consider John Skerbelis for your vote. Thank you.



California Special
Districts Association
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: John Skerbelis

District/Company: Rubidoux Community Services District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 8 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

None

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

None

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Riverside County Solid Waste Advisory Committee

Rubidoux Community Services District - Board of Directors

4. List civic organization involvement:

Past involvement with Riverside County Dept of Environmental Health on Community clean ups

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.**



California Special
Districts Association
Districts Stronger Together

DATE: January 28, 2021
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT A

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2022 - 2024 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map) .

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
(CSDA does not reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
(CSDA does not reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is March 29, 2021. Nominations and supporting documentation may be mailed or emailed.

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on May 28, 2021. All votes must be received through the system no later than 5:00 p.m. July 16, 2021. The successful candidates will be notified no later than July 20, 2021. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2021.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network Seat A – Ralph Emerson, GM, Garberville Sanitary District*
Sierra Network Seat A – Noelle Mattock, Director, El Dorado Hills Community Services District*
Bay Area Network Seat A – Chad Davisson, GM, Ironhouse Sanitary District*
Central Network Seat A – Vacant
Coastal Network Seat A – Elaine Magner, Director, Pleasant Valley Recreation and Park District*
Southern Network Seat A – Jo MacKenzie, Director, Vista Irrigation District*

This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely. Electronic Ballots will be emailed to the main contact in your district May 28, 2021. All votes must be received through the system no later than 5:00 p.m. July 16, 2021.

Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail Amberp@csda.net by March 29, 2021 in order to ensure that you will receive a paper ballot on time.

CSDA will mail paper ballots on May 28, 2021 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. July 16, 2021.

The successful candidates will be notified no later than July 20, 2021. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2021.

(* = Incumbent is running for re-election)

If you have any questions, please contact Amber Phelen at amberp@csda.net.



California Special
Districts Association
Districts Stronger Together

2021 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: Jo-Anne Martin, President

District: Placentia Library District

Mailing Address: 411 E. Chapman Avenue, Placentia, CA 92870

Network: Southern (see map)

Telephone: 714-322-5324
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: jnwmartin@gmail.com and/or administration@placentialibrary.org

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@cda.net

DEADLINE FOR RECEIVING NOMINATIONS – March 29, 2021



California Special
Districts Association
Districts Stronger Together

2021 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Jo-Anne Martin

District/Company: Placentia Library District

Title: Board President

Elected/Appointed/Staff: Elected

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I routinely attend the CSDA annual conference, as well as the Legislative Days. I have completed multiple CSDA webinars and training sessions. I also completed CSDA's Board Secretary Workshop.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I am a member of the League of Women Voters and the California/Nevada League of Credit Unions.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

None.

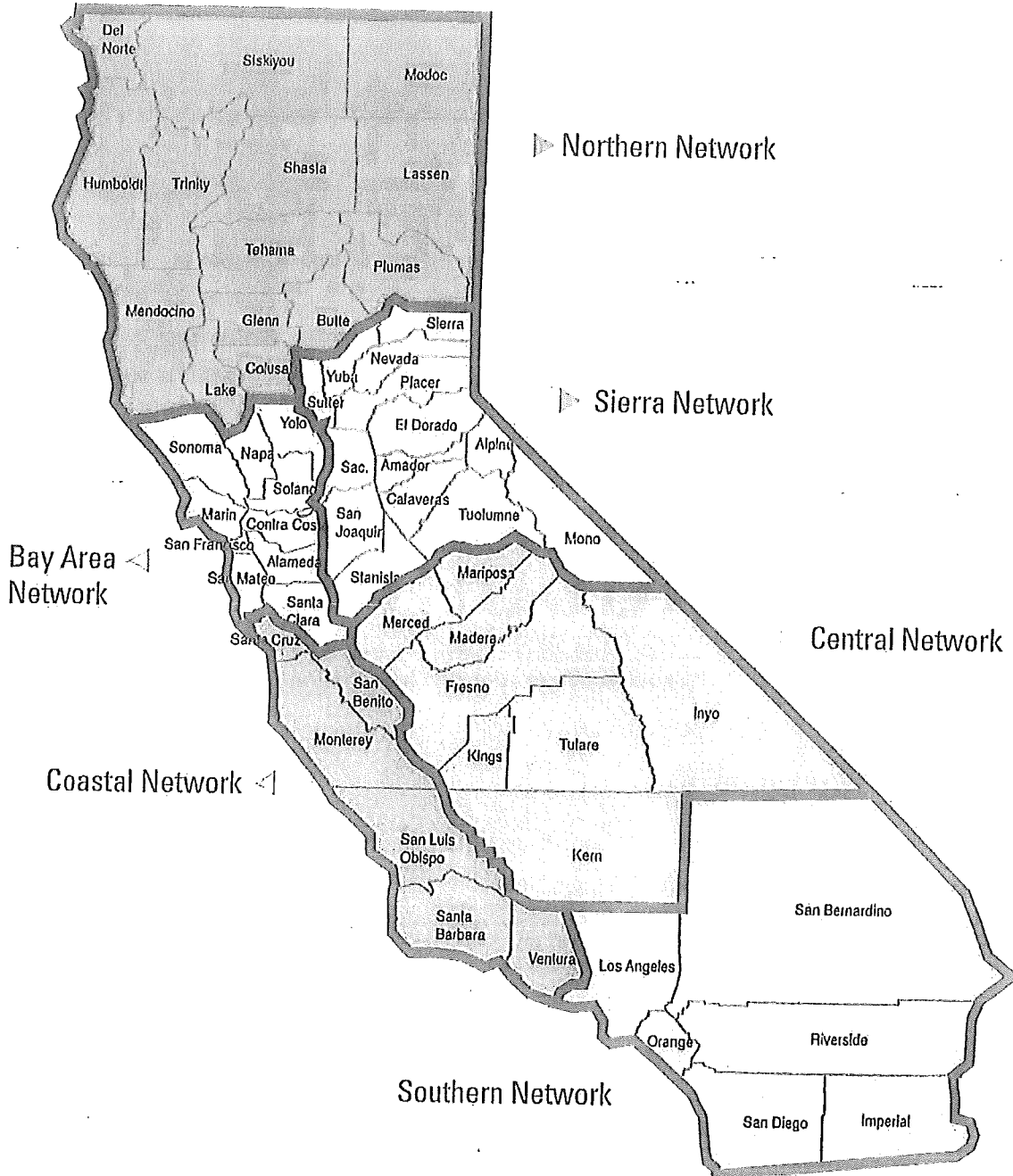
4. List civic organization involvement:

I currently serve as an Associate Director on Financial Partners Credit Union's Board of Directors, as the Secretary for Alta Vista's Women's Golf Association, an Elder of the Placentia Presbyterian Church and as a literacy volunteer for the Placentia Library District. I am also a past chair and board member of the Homeless Intervention Shelter.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after March 29, 2021 will not be included with the ballot.



California Special Districts Association
DISTRICT NETWORKS





Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: **Receive and File the City of Placentia Resolution R-2021-43: A Resolution of the City Council of the City of Placentia, California, Expressing Support for the Placentia Library District to Continue Under the Current Leadership Structure and Operation Model.**

DATE: June 21, 2021

BACKGROUND

At the May 17, 2021 Library Board of Trustees meeting, the Board discussed and reviewed documentation related to the privatization of library operations and Library Systems & Services (LSS). Residents in attendance spoke against privatizing or outsourcing the Placentia Library District. Councilmember Ward Smith expressed similar viewpoints during his public comments at the April 19, 2021 Library Board of Trustees meeting.

During a Joint-Use Committee meeting with the City, both Councilmembers Smith and Green offered to present a resolution to the City Council to unequivocally oppose outsourcing or privatizing the Placentia Library District.

Attachment A is Resolution R-2021-43 which was presented and adopted by the City Council at its Council meeting on June 15, 2021.

RECOMMENDATION

Receive and File.

RESOLUTION NO. R-2021-43

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
PLACENTIA, CALIFORNIA, EXPRESSING SUPPORT FOR
THE PLACENTIA LIBRARY DISTRICT TO CONTINUE
UNDER THE CURRENT LEADERSHIP STRUCTURE AND
OPERATION MODEL**

A. Recitals

(i). The Placentia Library District was formed on September 2, 1919 and is one of 12 independent library districts in California; and

(ii). The Placentia Library District Board of Trustees and the City of Placentia City Council Ad-Hoc Committee meet on a regular basis to ensure that community needs are being met through programming, services, special events, and shared infrastructure; and

(iii). At the collaborative April 2021 meeting, it was brought to the attention of the City Council Ad-Hoc Committee, that there may be an indication to change the current structure of the Placentia Library District, with the possibility of privatization; and

(iv). The City Council of the City of Placentia opposes the privatization of publicly funded libraries; and


(v). The City Council of the City of Placentia feels strongly that publicly funded libraries should remain directly accountable to the public they serve.

B. Resolution

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF PLACENTIA DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

1. The City Council of the City of Placentia is opposed to the management oversight of library services shifting from the public to the private for-profit sector.
2. The City Council of the City of Placentia expresses support for the Placentia Library District to continue under the current leadership structure and operation model.
3. The Mayor shall sign this Resolution, and the City Clerk shall attest and certify to the passage and adoption thereof.

APPROVED and ADOPTED this 15th day of June 2021.



Craig S. Green, Mayor

ATTEST:



Robert S. McKinnell, City Clerk



STATE OF CALIFORNIA
COUNTY OF ORANGE

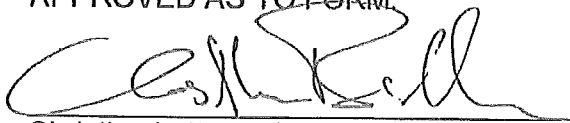
I, Robert S. McKinnell, City Clerk of the City of Placentia do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 15th day of June 2021 by the following vote:

AYES:	Councilmembers:	Shader, Smith, Yamaguchi, Wanke, Green
NOES:	Councilmembers:	None
ABSENT:	Councilmembers:	None
ABSTAIN:	Councilmembers:	None



Robert S. McKinnell, City Clerk

APPROVED AS TO FORM:



Christian L. Bettenhausen, City Attorney



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Jeanette Contreras, Library Director

FROM: Jon Legree, Systems Librarian

SUBJECT: Authorize Allocation of Funds for SMS Texting Upgrade Expense.

DATE: June 21, 2021

BACKGROUND

At the April 19, 2021, the 2021-2023 Fiscal Year budget was adopted. Since the adoption of the budget, a proposal to increase the District's SMS texting service was presented by the Systems Librarian.

The library's Horizon license allows for sending 5,000 text message notifications to patrons per year. I have been informed by SirsiDynix that we are currently on track to have sent over 10,000 messages by the time our annual Horizon license renews in September, 2021.

SirsiDynix has sent the attached quote for an upgrade to the text messaging service which will allow for 25,000 text messages per year. We currently pay \$600 per year at the 5,000-message level. We will receive a 20% discount by upgrading to the 25,000-message level if we upgrade before the Horizon renewal in September. The new cost for text messaging will be \$1,200 per year. If we upgrade before the renewal, the renewal cost in September will be prorated.

Given the popularity of the text messaging notifications service, and the anticipated increase in circulation due to the easing of pandemic restrictions, I recommend we purchase the upgrade as soon as possible.

Attachment A is SirsiDynix proposal.

RECOMMENDATION

Authorize an Allocation of Funds from the General Fund for SMS Texting Upgrade Expense, as presented.

Quote for Placentia Library

SirsiDynix Technology Center
3300 N. Ashton Boulevard,
Suite 500
Lehi, UT 84043
Phone: 800-288-8020



QUOTE

Quote 109634 for:

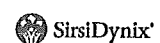
Placentia Library

SMS Upgrade to 25K Message Package

Quote valid until: September 08, 2021
Prepared by: Larry Menlove,
Inside Account Consultant, Preferred Accounts

This Quote is hereby fully incorporated into the current Agreement executed between SirsiDynix and Customer, if any. The above information is a trade secret, proprietary and confidential and is only for use by the library named above and not to be released.

Copyright 2021 Sirsi Corporation - All Rights Reserved



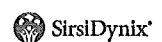
Quote Information

General and/or Custom Services Statement of Work

Placentia Library's current 5K SMS Message package line item will be removed and replaced with the 25K SMS Message package.

This Quote is hereby fully incorporated into the current Agreement executed between SirsiDynix and Customer, if any. The above information is a trade secret, proprietary and confidential and is only for use by the library named above and not to be released.

Copyright 2021 Sirsi Corporation - All Rights Reserved



Purchase Details

All prices are in U.S. dollars (\$) and are exclusive of taxes unless otherwise noted.

COMPONENT	Year 1	Estimated Year 2
SirsiDynix Products	1,500	1,200
Discount	(300)	-
Subtotal	1,200	1,200

Initial Term ends INVALID MONTH,

Initial Term Annual Price Increase Cap for SirsiDynix Products/Services: 0.0% until Term renewal

Customer's usage is subject to limitations that can be found in the Terms and Conditions section at the end of the Quote.

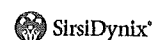
SirsiDynix reserves the right to adjust Initial Term pricing for Third Party/Integrated products/services if a Third Party vendor increases pricing for Third Party/Integrated products/services.

Any applicable discount shall be applied on final payment. Any and all pre-printed terms and conditions on Customer's Purchase Order(s) submitted to SirsiDynix are hereby rejected and shall be superseded by the current Master Agreement, unless such additional terms are statutorily required of the Customer.

This Purchase Details section may not include pre-existing obligations for ongoing Products not listed in the Quote.

This Quote is hereby fully incorporated into the current Agreement executed between SirsiDynix and Customer, if any. The above information is a trade secret, proprietary and confidential and is only for use by the library named above and not to be released.

Copyright 2021 Sirsi Corporation - All Rights Reserved



Detailed Pricing

All prices are in U.S. dollars (\$) and are exclusive of taxes unless otherwise noted.

COMPONENT	Qty	Total Price Year 1
SirsiDynix Products		1,500
SirsiDynix SMS Notification for Symphony SaaS, Annual Subscription - Upgrade to 25K Message Package	1	
Discount		(300)
Customer		
Quote Total		1,200

This Quote is hereby fully incorporated into the current Agreement executed between SirsiDynix and Customer, if any. The above information is a trade secret, proprietary and confidential and is only for use by the library named above and not to be released.

Component Descriptions

Each description below relates to a quantity of one for the component. There may be more than one in this Quote.

SirsiDynix Products

SirsiDynix SMS Notification for Symphony SaaS, Annual Subscription - Upgrade to 25K Message Package

Up to 25,000 messages included per year. Additional messages used, if allowed, will be deducted from the subsequent subscription package purchased. Messages not used at annual renewal will be forfeit.

You may change the subscribed package to increase or decrease the number of messages at annual renewal time.

This Quote is hereby fully incorporated into the current Agreement executed between SirsiDynix and Customer, if any. The above information is a trade secret, proprietary and confidential and is only for use by the library named above and not to be released.

Copyright 2021 Sirsi Corporation - All Rights Reserved



Terms and Conditions

Maintenance must be ordered for all copies of the Software and for all elements of the Software which are used conjunctively by Customer. Customer's System shall remain within two (2) previously released software versions of the most recent version of the software at all times or an additional maintenance surcharge service charge will be added to the maintenance renewal.

Customer shall not integrate products offered by third parties into Software, Subscriptions or Subscription Software without additional license from SirsiDynix.

SirsiDynix shall have the right to aggregate and retain non-personally identifiable data.

Payment Terms

The term of any quoted products is for no less than the Initial Term and shall automatically renew for the length of the Initial Term. Subsequent years' Maintenance and Subscription fees are to be paid annually in advance. Following the first year of System operation, Maintenance and Subscription fees will be subject to annual increases. Unless otherwise specifically stated in writing, products and/or services purchased at promotional prices or with promotional discounts do not qualify for such discounts or limitations on price increases for subsequent years.

SirsiDynix Products and Services

- 100% due upon delivery of the first of any quoted SirsiDynix Products and Services

Any reference to license metrics and/or licensed amounts included in this quote shall be applicable only to the Products and/or services mentioned in this quote. This document and any software or professional services associated with this document are hereby fully incorporated into the current Agreement executed between SirsiDynix and Customer. If there is no current agreement between the parties, the terms and conditions of the current SirsiDynix Master Software License and Services Agreement shall be deemed the controlling Agreement between the parties, a copy of which shall be furnished upon Customer's request. Any and all pre-printed terms and conditions on Customer's Purchase Order(s) submitted to SirsiDynix are hereby rejected and shall be superseded by the current Agreement, unless such additional terms are statutorily required of the Customer. In the event of a conflict, the terms, payment terms, discounts, product lists and/or statement of work contained within this document shall take precedence over the current Agreement between the parties. In the event Customer desires or requires updated terms and conditions for the continuing business relationship with SirsiDynix, please contact your regional Sales Representative.

This Quote is hereby fully incorporated into the current Agreement executed between SirsiDynix and Customer, if any. The above information is a trade secret, proprietary and confidential and is only for use by the library named above and not to be released.

Copyright 2021 Sirsi Corporation - All Rights Reserved



Signature(s)

Customer Signature:
Placentia Library

By: _____
(Authorized Signature)

Name: _____
(Printed)

Job Title: _____

Date: _____

Billing Address:

Placentia Library
411 E. Chapman Avenue
Placentia
California 92870
United States

This Quote is hereby fully incorporated into the current Agreement executed between SirsiDynix and Customer, if any. The above information is a trade secret, proprietary and confidential and is only for use by the library named above and not to be released.

Copyright 2021 Sirsi Corporation - All Rights Reserved



PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Introduction and First Reading of Proposed Policy 2011 – Flexible Work Schedule Policy

DATE: May 17, 2021

BACKGROUND

At the May 17, 2021 Library Board of Trustees meeting, Policy 2011 – Flexible Work Schedule Policy was presented. The Board approved the policy as a first reading with second reading and adoption of the policy to be executed.

Workplace flexibility a mutually beneficial arrangement between employees and employers. The changing nature of work and the workforce is driving the need for more innovative and effective work arrangements. The 2020 covid-19 pandemic demonstrated the immediate need for workplace flexibility. The District responded by adopting Policy 2045 – Coronavirus (COVID-19) Leave Policy and approval of the Covid-19 Re-Opening Plan which outlines the different phases of opening inclusive of work schedules.

Attachment A is Policy 2011 – Flexible Work Schedule Policy.

Attachment B is the Flexible Work Arrangement Form.

RECOMMENDATIONS

1. Discuss the proposed Policy 2011 – Flexible Work Schedule Policy.
2. Motion to approve the Second Reading and Adoption of Policy 2011 – Flexible Work Schedule Policy. The Second Reading and Adoption will require a majority vote of the Board.
3. Roll call vote.

Placentia Library District

POLICY MANUAL

POLICY TITLE: Flexible Work Schedule Policy
POLICY NUMBER: 2011

2011.1 The District offers a flexible work schedule that includes provisions for flextime, a compressed workweek, telecommuting, and occasional flexibility use. Flexible work schedule is a management technique that can enhance performance, improve morale among staff, while meeting the business needs of the District. Flexible work schedule is available at the discretion of supervisors and approval from the Library Director. Employees requesting flexible work schedule must ensure said employee's productivity, performance, and job effectiveness are not negatively impacted. Approvals must be balanced accordingly.

Employees requesting to work from home do so on a voluntary basis and are therefore not entitled to receive reimbursement for any business expenses incurred. Under California law, since the arrangement is voluntary, the expenses are not considered "reasonable" and "necessary" and are not reimbursable.

Flexible Work Schedule is not an entitlement.

2011.2 Process

2011.2.1 Employees may request a temporary Flexible Work Schedule to their normal work schedule, from their supervisor.

2011.2.1 Employees must complete and submit the Flexible Work Schedule Form to their supervisor and a copy to Administration.

2011.2.2 Flexible Work Schedule must be scheduled within a pay period to minimize excessive long hours, e.g., Board Meeting attendance or library events.

2011.2.3 Requests for flexible work schedule will be considered on a case-by-case basis based on the nature of work, business needs, employee performance record, personal circumstances, etc.

2011.2.4 Requests are not automatically granted as some units and jobs may not be suited to flexible schedules.

2011.2.5 Flexible schedule may be rescinded at any time if it is determined by the supervisor, manager, and/or Library Director, that the schedule has become incompatible

with the District's needs and services to the community, or if the employee's performance falls below acceptable standards or no longer meeting expectations.

2011.2.6 Flexible work schedule will cover a period not to exceed 12 months, unless otherwise approved by the Library Director. Employees requesting a renewal of their flexible work schedule will submit request to their supervisors at least 60 days prior to the end of the period.

2011.2.7 Non-exempt employees who work a flexible work schedule must not exceed 40 hours of work in a week, unless required or expressly authorized to do so prior to performing the work. Any hours worked in excess of 40 will be paid at the rate of time and a half.

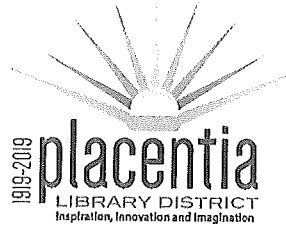
2011.3 Flexible Work Schedule Options

2011.3.1 Flextime – Allows employees to request a particular starting and quitting times within limits determined and approved by the Library Director.

2011.3.2 Compressed Workweek – Allows employees to work the equivalent of a full-time week in fewer than 5 days. The total number of hours worked must equal the number of hours per week the employee is required to work or less, with approvals from the Library Director.

2011.3.3 Telecommuting – Allows employees to work off-site such as the home office. Telecommuting employees must be able to perform their usual job duties from their workplace, in accordance with established work agreements. A thorough analysis of the duties of the position and how the work is performed is required for determining whether the position is appropriate for telecommuting. During established telecommuting hours, employees must be reachable via telephone, email, and any other communication devices and be prepared to respond in a timely manner.

2011.3.4 Occasional Flexibility Use – Allows employees to change in his/her start/end times, on a temporary basis.



FLEXIBLE WORK ARRANGEMENT FORM

If you are requesting a Flexible Work Schedule, please complete form below.

Name _____	Date Submitted: _____
Title _____	
Department _____	
Current Status: <input type="checkbox"/> Full Time or <input type="checkbox"/> Part Time <input type="checkbox"/> Exempt or <input type="checkbox"/> Non-Exempt	
Start Date: _____ End Date: _____	
(Period may not exceed 12 months. Renewals must be requested at least 60 days prior to end date.)	
Supervisor's Name _____	

<i>Type of Flexible Work Arrangement Being Requested:</i>			
<input type="checkbox"/> Flextime	<input type="checkbox"/> Compressed Workweek	<input type="checkbox"/> Telecommuting	<input type="checkbox"/> Occasional Flexibility Use

Current Work Schedule	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

Requested Work Schedule	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

Please answer the following questions. Please be as specific as possible.

1. How will working under this flexible work schedule allow you to maintain or improve your work performance?
2. How will you accomplish your job under the requested flexible schedule? Be specific.
3. How might working under this flexible schedule impact your department and/or patrons? How will you address any concerns?

Your supervisor and you have agreed that the following performance indicators and measures will be used to evaluate this flexible work arrangement.

- 1.
- 2.
- 3.

I understand that Placentia Library District is not obligated to approve a request for a flexible work schedule for any employee. The decision is at the approval of the Library Director. Employee will be notified of decision within fourteen days from date of request. Flexible work schedules are subject to ongoing review and may be subject to termination at any time based on performance concerns or District needs.

Employee Signature

Date

Supervisor Signature

Date

Library Director Signature

Date

Request Approved

Request Denied



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Library Board of Trustees July 19, 2021 Meeting

DATE: June 21, 2021

BACKGROUND

Currently, library staff does not foresee presenting agenda items for the Library Board of Trustees to consider which would require immediate attention. As a result, it is anticipated that the July meeting would only include non-decision making reports such as the consent calendar, staff reports, general consent reports, claims, and treasurer's reports. Additionally, staff will be busy with the preparation of the July 12 Phase 3 Reopening.

Library staff recommends cancelling the July 19, 2021 Library Board of Trustees meeting.

RECOMMENDATIONS

1. Authorize the cancellation of the July 19, 2021 Library Board of Trustees meeting due to lack of items for discussion and Phase 3 Reopening preparation.
2. Roll call vote.



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: 2021 Staff Appreciation and Recognition Fund Request

DATE: June 21, 2021

BACKGROUND

Library staff will present a request to the Placentia Library Friends Foundation (PLFF) for \$2,000 for the 2021 Staff Appreciation and Recognition Event. PLFF's fund will support part of the program including decorations and door prizes. Library Director requests \$2,000 towards the function to cover expenses beyond the PLFF's donation.

Tentative plans for this year's staff appreciation is as follows:

- Date: Sunday, August 15, 2021 @ 12:00pm
- Location: Lake Mission Viejo
- Activities: Picnic & Boat Rides
- Employee of the Year will be recognized at the August 16, 2021 Library Board of Trustees meeting.

RECOMMENDATIONS

1. Motion to approve the request for \$2,000 to be used for the annual Staff Appreciation and Recognition event; and,
2. Authorize the request for \$2,000 for the annual Staff Appreciation and Recognition event by a roll call; and,
3. Roll call vote.



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Jeanette Contreras, Library Director
SUBJECT: Joint-Use Committee Update
DATE: June 21, 2021

BACKGROUND

President Martin will provide a report on the Joint-Use Committee meeting.

Attachment A is the Minutes from the June 3, 2021 Meeting.

MINUTES
PLACENTIA LIBRARY DISTRICT

MEETING WITH THE PLACENTIA LIBRARY DISTRICT AND CITY OF PLACENTIA
TO DISCUSS TO THE JOINT USE AGREEMENT
JUNE 3, 2021

CALL TO ORDER

Members Present: President Jo-Anne Martin, Secretary Gayle Carline, Library Director Jeanette Contreras, Councilmember Ward Smith,

Members Absent: Mayor Craig Green; City Administrator Damien Arrula.

Staff Present: Luis Estevez, Deputy City Administrator; Alyssa Stolze, Administrative Assistant.

Guests: None.

BACKGROUND

By its terms, the Joint Use Agreement, or "JPA," expired on May 21, 2012. The Library and City have now entered into a new agreement governing the use of the Common Area that was executed by notary on October 29, 2019. The Library and the City have continued to meet on a monthly basis to discuss ongoing and upcoming projects pertaining to the Common Area and shared costs.

**PLACENTIA LIBRARY
DISTRICT UPDATES**

Director Contreras opened the Library's report by thanking Deputy City Administrator Estevez and Police Chief Lenyi for their proactive responses to the increasing sightings of graffiti in the All America Lot. Today Library staff placed cones to block off parking for 5 spaces with new graffiti that was shared with Chief Lenyi and Mr. Estevez. Director Contreras also sent Mr. Estevez the quote and dimensions for an awning over the library's exterior book drop to confirm if it requires a permit or not. Moreover, Director Contreras provided updates regarding the Library's closure July 1st- July 11th to prepare for return of full-time service and hours on July 12th. There will also be an active shooter and stop the bleeding training on July 6th. Summer Reading Program will be virtual with storytimes returning to in-person in September. The Board will also return to using the Library's Community Meeting Room to host its meetings starting June 21st.

**CITY OF PLACENTIA
UPDATES**

Deputy City Administrator Estevez reported out on the details of the City's two to three year citywide fiber optic deployment project beginning June 10th, 2021. Mr. Estevez also reported that the City Councils June 15th meeting intends to finalize the budget, inclusive on a balance budget and plan to hold the current reserves cap and defer money into Capital Improvement Project Plans. The City intends to begin CIP Proposals for the Civic Center September or October of this year. Moreover, Councilmember Ward Smith confirmed that Mayor Green will read a City Resolution in support of the Placentia Library District as it does not see any advantages for privatization. Updates were also provided regarding the successful partnership with the Chamber of Commerce for the Jazz Festival, the Herald moving in residents by the end of this month, and the approval of the Heritage Parade & Festival.

PASSPORT SERVICES

Director Contreras provided statistics for passports processed in May being just under 3,500. Saturdays remain the Library's busiest passport day with a maximum of 50 applications processed per Saturday and 35-40 Tuesday through Friday.

Moreover, there is an average of 15-20 applicants waiting before the Library opens per day.

**CIVIC CENTER
MANAGEMENT PLAN**

Deputy City Administrator Estevez and City of Placentia’s Transportation Manager will begin a parking lot survey to see how many spaces the Civic Center is short based on growing staff, visitors, deliveries, and so on. This survey will also cover parking turnover during week days, weekends and nights. Moreover, it is the intention to partner with Assistant Library Director Baltierra to best analyze and plan based on the data of where additional parking can be built.

ACTION ITEMS

Deputy City Administrator Estevez will provide Director Contreras an answer regarding the permit for both the PLFF Garage Sale on October 2nd and exterior bookdrop awning.

NEXT MEETING

The next meeting is scheduled for Thursday, July 1st at 3:30 p.m. Email Alyssa Stolze with any agenda items.



Page intentionally left blank

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees
FROM: Jeanette Contreras, Library Director
SUBJECT: Legislative Updates
DATE: June 21, 2021

BACKGROUND

Secretary Carline will provide a report on current legislative bills.

Attachment A are CSDA Legislative updates.

Attachment B are CLA Legislative updates.



**California Special
Districts Association**
Districts Stronger Together

2020 YEAR-END LEGISLATIVE REPORT

DISCLAIMER:

This publication is provided for general information only and is not offered or intended as legal advice. Readers should seek the advice of an attorney when confronted with legal issues and attorneys should perform an independent evaluation of the issues raised in these materials.

COPYRIGHT:

Copyright © 2020 by the California Special Districts Association (CSDA), Sacramento, California
All rights reserved. This publication, or parts thereof, may not be reproduced in any form without CSDA's permission.



**California Special
Districts Association**
Districts Stronger Together

Table of Contents

Summary of CSDA 2019-20 Legislative Statistics	3
Report (By Subject Area)	4
Energy and Emissions	4
Environment.....	6
Formation and Reorganization	11
Governance	11
Health and Safety	17
Human Resources and Personnel.....	19
Parks, Cemeteries, and Community Enrichment.....	33
Public Works and Facilities.....	34
Revenue.....	37
Water Conservation and Open Space	44



**California Special
Districts Association**
Districts Stronger Together

SUMMARY OF CSDA 2019-20 LEGISLATIVE STATISTICS

TOTAL NUMBER OF BILLS:

- Reviewed 5,423 bills
- Actively tracked 1,456 bills
- Directly lobbied on 252 bills

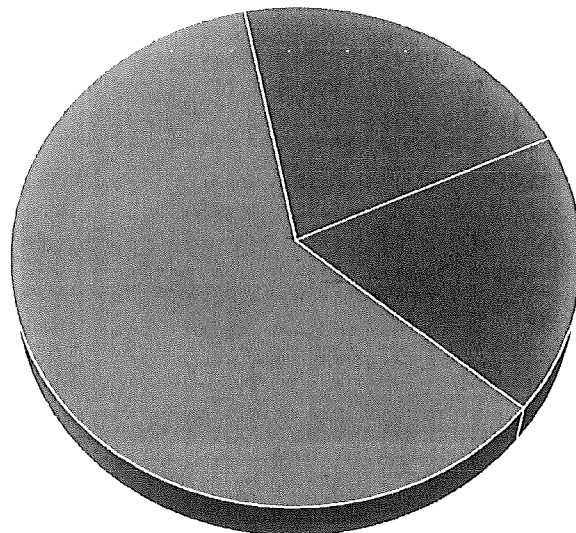
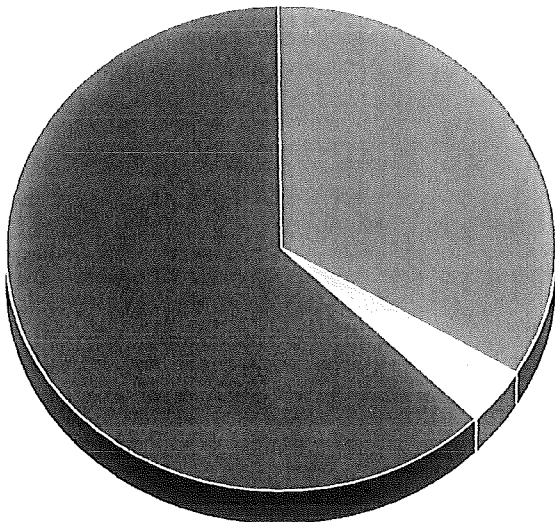
In the 2019-20 Legislative Session, 5,423 legislative measures were introduced. CSDA identified and actively tracked 1,456 bills affecting special districts and directly lobbied on 252 of those measures. Of the 122 bills opposed by CSDA, only 22 became law. The other 100 were killed or amended to remove CSDA's concerns. Of the 130 bills supported by CSDA, 44 became law; five bills were amended in a manner that changed the subject or otherwise removed the association's support. An additional five bills were actively tracked by CSDA, but did not receive a formal support or oppose position.

130 Bills Supported

- 44 – Signed into law
- 5 – Amended to remove support
- 81 – Failed passage

122 Bills Opposed

- 74 – Failed passage
- 26 – Amended to remove opposition
- 22 – Signed into law





California Special Districts Association
Districts Stronger Together

CSDA Year-End Report – October 2020 2020 Legislative Year

		ENERGY AND EMISSIONS			
BILL/AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 56 (E. Garcia)	Electricity: Procurement by the California Alternative Energy and Advanced Transportation Financing Authority	As amended 7/3/19: This bill presented significant local governance issues and was in direct conflict with the public power business model and was amended to exclude local publicly owned utilities. Prior to amendment, this bill would have allowed the California Public Utilities Commission (CPUC) and the California Energy Commission (CEC) to establish the California Clean Electricity Authority (Authority). The Authority would have procured resources with the intent of assisting with the timely achievement of the state's clean energy goals and addressing shortfalls identified in the integrated resource planning of load serving entities (LSEs) and publicly owned utilities (POUs), among other objectives.	Neutral	Dead	No cost as amended
AB 740 (Burke)	Electricity: Microgrids	As amended 6/30/20: This bill was gutted and amended to require the Public Utilities Commission to ensure that the standards established to facilitate the commercialization of microgrids for distribution customers of large electrical corporations do not impose a size cap on microgrid projects with specified characteristics. The bill would have required the governing board of a local publicly owned electric utility to also ensure that its standardized process for the interconnection of a customer-supported microgrid would not impose a size cap on microgrid projects with those same specified characteristics.	Oppose	Dead	Potential cost to public utilities
AB 1936 (Rodriguez)	Price Gouging: Public Safety Power Shutoffs	As amended 3/12/20: Would have applied the same price gouging prohibition and penalties currently in place for a period following the proclamation or declaration of emergency upon an announcement of a public safety power shutoff for a period lasting until 72 hours after the restoration of power and would have included durable medical devices, generators, and generator fuel as goods covered in the provisions.	Support If Amended	Dead	Potential cost savings from pricing stabilization

ENERGY AND EMISSIONS		ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
SB 807 (Nielsen)	Reclamation District No. 108: Hydroelectric Power	As introduced 1/9/20: Would have allowed Reclamation District (RD) 108 to continue to exercise hydroelectric power authority after January 1, 2021 and participate in the development of water facilities in the vicinity of the district and the Sacramento Valley, including the Sites Project Authority. RD 108 is responsible for water supply, levee maintenance, drainage, and flood control within its boundaries.	Support	Dead	<i>Uncertain cost impacts</i>	
SB 1099 (Dodd)	Emergency Backup Generators: Critical Facility Exceptions	As amended 7/27/20: This bill pertained to exemptions for backup generator use by critical facilities and would have required an air district without a specified rule on emergency backup generators that allow the use in exceedance of applicable runtime and testing and maintenance limits that would have chosen to adopt such a rule after January 1, 2021 to include in the provisions pertaining to exemption that the critical facility must attest to and provide evidence of having also taken demonstrable steps toward implementing the use of backup power technologies that meet or exceed emission standards set by the state board.	Support if Amended	Dead	<i>Potential cost savings from fine for exceeding any limitations</i>	
SB 1185 (Moorlach)	Emergency Backup Generators: Operation during Deenergization Events	As amended 7/27/20: This bill would have potentially impacted a district's ability to utilize back-up generators, but was amended to authorize an air district to adopt or revise a rule to specify that hours for usage due to the loss of normal electrical service during a deenergization event by a permitted natural-gas-powered emergency backup generator that is either federally compliant or state board designated are prohibited from counting toward that permit's conditions for usage.	Neutral	Dead	<i>Neutral cost impact</i>	

ENVIRONMENT		ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
BILL/AUTHOR	DESCRIPTION					
AB 609 (Levine)	California Environmental Quality Act: Notices and Documents: Electronic Filing and Posting	As amended 6/23/20: As gutted and amended, this bill would have added requirements to CEQA that: (1) All lead agencies electronically file copies of Draft EIRs, proposed Negative Declarations (NDs), proposed Mitigated Negative Declarations (MNDs), notices of determination (NODs) and notices of exemptions (NOEs) with the State Clearinghouse. (2) All lead agencies and project proponents post Draft EIRs and proposed NDs or MNDs as well as NODs and NOEs on their websites, if any (the author has agreed to remove this provision); and (3) All local lead agencies to file electronic copies of NODs and NOEs with the county clerk if the clerk's office accepts electronic filing. CEQA currently requires lead agencies to file multiple hardcopies of their environmental review documents with the State Clearinghouse for projects where the lead agency is a state agency, a state agency is a responsible or trustee agency, or the project is of sufficient statewide, regional or areawide significance. When a lead agency must file with the State Clearinghouse, the minimum comment period on a Draft EIR is extended from 30 days to 45 days, and the minimum comment period on a Negative Declaration or Mitigated Negative Declaration is extended from 20 days to 30 days. As AB 609 would have required all draft CEQA documents to now be filed with the State Clearinghouse, which would render the shorter 30- and 20-day public comment periods inapplicable.	Support if Amended	Dead	Potential cost savings	
AB 995 (C. Garcia)	Hazardous Waste	As vetoed 9/29/20: This measure would have re-organized the Department of Toxic Substances Control (DTSC) and in doing so repealed several disposal fee exemptions that could affect those districts that may generate, receive, collect or remediate certain types of waste including Household Hazardous Waste. The measure would have created a task force that included local agencies and that task force would also be involved with creating new fee schedules.	Concerns	Vetoed	Likely new costs for fees related to household hazardous waste for some districts	
AB 1659 (Bloom)	Large Electrical Corporations: Wildfire Mitigation	As amended 8/28/20: Was a gut and amend that would have funded California's wildfire resiliency projects through the proposed \$3 billion fund capitalized by the ratepayers served by the state's three largest investor owned utilities (IOUs). It was uncertain if special districts were eligible and what the cost impact would have been to districts as a customer of IOUs.	Concerns	Dead	Potential additional funding and potential additional costs	

BILL/ AUTHOR		ISSUE	ENVIRONMENT DESCRIPTION		CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 2209 (Mayer)	California Geographic Information Office		As introduced 2/12/20: Would have implemented the recommendations of the Little Hoover Commission by establishing the California Geographic Information Office within the Department of Technology for the purpose of coordinating the state's geographic information systems (GIS) projects, promulgating standards for data collection and sharing, and managing shared data resources in coordination with appointed stakeholders, including an appointment by the California Special Districts Association.	Support	Dead	No direct fiscal impact	
AB 2246 (Mayer)	Surface Mining and Reclamation Act of 1975: Metropolitan Water District of Southern California		As introduced 2/13/20: The Surface Mining and Reclamation Act of 1975 prohibits conducting surface mining operations unless a permit is obtained from, a specified reclamation plan is submitted to and approved by, and financial assurances for reclamation have been approved by the lead agency for the operation of the surface mining operation. The act exempts certain activities from the provisions of the act. This bill would have authorized Metropolitan Water District of Southern California to act as lead agency and would have exempted from the provisions of the act emergency excavations or grading conducted by the District for the specified purposes and surface mining operations conducted on lands owned or leased, or upon which easements or rights-of-way have been obtained by the District for the purpose of repairing, maintaining, or replacing pipelines, infrastructure, or related transmission systems used for the distribution of water in the specified counties.	Support	Dead	Potential cost savings from streamlined processes	
AB 2706 (Fong)	California Environmental Quality Act: Record of Proceedings		As introduced 2/20/20: Would have limited disputes over the record of proceedings ("administrative record") to be used in the litigation by removing the option for a plaintiff to prepare the record and instead vested the preparation and certification in the local agency in a proceeding challenging a project that would be exclusively located or implemented in a county with fewer than 1,000,000 residents and, if the project were located in a city within that county, the city had fewer than 500,000 residents.	Support	Dead	Potential cost savings from streamlined processes	

ENVIRONMENT					
BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION		
			STATUS		
			COST/COST- SAVINGS		
AB 2887 (Bonta)	Statewide Emergencies: Mitigation	<p>As amended 3/16/20: Would have codified many of the Governor's COVID-19 waivers and provisions, including: prohibiting an electrical corporation, gas corporation, water corporation, municipal corporation, municipal utility district, or public utility district from terminating residential or small commercial electrical, gas, or water service for nonpayment for the first 3 billing cycles following a state of emergency or major disaster for a customer that may have been affected by the emergency or major disaster, except in compliance with the bill's requirements.</p> <p>These provisions would have been in effect following a state of emergency or major disaster declaration pursuant to the California Emergency Services Act (Chapter 7 (commencing with Section 8550) of Division 1 of Title 2 of the Government Code) or the period of a major disaster or emergency declared by the President of the United States pursuant to the federal Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. Sec. 5121 et seq.)</p> <p>This bill was reassigned to the budget but did not move forward.</p>	Concerns	Dead	Potential negative cost impacts
AB 3005 (R. Rivas)	Leroy Anderson Dam and Reservoir: Permitting, Environmental Review, and Public Contracting	<p>As vetoed 9/29/20: This bill was specific to the Leroy Anderson Dam and Reservoir, owned by Valley Water, which has been determined to be at risk of an uncontrollable release of water in the event of a large earthquake. This bill would have expedited construction of the Anderson Dam Seismic Retrofit project by authorizing "best value" selection for the construction contractor, provided expedited judicial review of challenges to environmental documents issued in compliance with CEQA, required expedited processing for state permitting by the Department of Fish and Wildlife and the State Water Resources Control Board, and ensured state costs associated with expedited permitting will be borne by the district.</p>	Support	Vetoed	Potential cost savings to the district

ENVIRONMENT		DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
BILL/AUTHOR	ISSUE				
AB 3256 (E. Garcia)	Economic Recovery, Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020	<p>As amended 6/4/20: This bill was the Assembly's vehicle for their version of a climate resiliency bond and would have enacted the Economic Recovery, Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020, which would have placed a \$6.98 billion general obligation bond before voters on the November 2020 ballot.</p> <ul style="list-style-type: none"> • \$1.625 billion, wildfire prevention and climate risk reduction • \$1.1 billion, protection of coastal lands, bays, and oceans from climate risks • \$1.355 billion, protection of water supplies from droughts, reducing flood risk and safe drinking water • \$1.3 billion for the protection of California's wildlife, biodiversity, fisheries, and working and agricultural lands from climate risks • \$1.6 billion for regional climate resilience projects 	Support if Amended	Dead	Would have had significant opportunity for additional funding
AB 3279 (Friedman)	California Environmental Quality Act: Administrative and Judicial Procedures	As amended 7/27/20: Would have amended the administrative and judicial procedures under the California Environmental Quality Act (CEQA). Of note, it would have authorized a public agency to elect to prepare a record of the proceedings.	Neutral	Dead	Unknown cost impacts
SB 55 (Jackson)	California Environmental Quality Act: Housing and Land Use	As amended 7/27/20: This bill was a gut and amend of SB 950, which was dubbed "CEQA 2.0," but with language that addresses many prior concerns. However, the bill continued to have significant issues regarding requirements pertaining to the preparation of the administrative record, specifically surrounding document disclosure and findings and declarations that would be problematic to local agencies.	Oppose Unless Amended	Dead	Potential negative cost impacts
SB 802 (Glazer)	Emergency Backup Generators: Health Facilities: Permit Operating Condition Exclusion	As introduced 1/7/20: Would have required an air district to allow a health facility that has received a permit from the district to construct and operate an emergency backup generator, to use that emergency backup generator during a deenergization event without having that usage count toward any time limitation on actual usage and routine testing, and maintenance included as a condition for issuance of that permit.	Support	Dead	Neutral cost impacts

ENVIRONMENT		ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
BILL/AUTHOR	DESCRIPTION					
SB 950 (Jackson)	California Environmental Quality Act: Housing and Land Use	As amended 3/19/20: Dubbed "CEQA 2.0," this bill would have placed significant new mandates on special districts acting as the lead agency in a project subject to CEQA, including but not limited to: requirement to place certain projects subject to CEQA on the ballot for voter approval; mandatory translation of numerous CEQA documents into non-English languages spoken by a substantial number of people served by the lead agency; new procedures for written and oral comments to a CEQA notice; and new meet and confer and mandatory conference requirements on the lead agency facing prospective litigation. The bill also established a "CEQA docket" for superior courts in counties with a population in excess of 200,000 and would have allowed for actions to be moved from a county with a population of less than 200,000 to an adjoining venue with a "CEQA docket."	Oppose Unless Amended	Dead	Potential significant cost impacts	
SB 1296 (Durazo)	Natural Resources: The Nature and Parks Career Pathway and Community Resilience Act of 2020	As amended 6/2/20: Would have created the "Nature and Parks Career Pathway and Community Resilience Act of 2020." The act would have required the Wildlife Conservation Board and a state conservancy to establish independent grant programs to fund climate mitigation, adaptation, or resilience, natural disaster, and other climate emergency projects that accomplish both the following: <ul style="list-style-type: none"> • Reduce the risks of, or mitigate, climate change impacts on vulnerable communities, fish and wildlife, or natural, cultural, historical, or tribal resources; or mitigate, prepare for, respond to, or support recovery from natural disasters or other climate emergencies. • Provide comprehensive workforce development opportunities, including education, training, certifications, or placement services for jobs and careers in the natural, cultural, historical, or tribal resources fields. Grants for projects would have prioritized the following projects: <ul style="list-style-type: none"> • Projects located in or that benefit low-income, disadvantaged, under-resourced, frontline, vulnerable, or marginalized communities. • Projects in areas vulnerable to catastrophic wildfires, sea level rise, or extreme heat. • Projects in areas recently burned by catastrophic wildfires. • Projects that leverage match funding. • Projects that implement local adopted plans. • Projects that support other state plans, priorities, and goals. Special districts were among the eligible entities listed in the bill to apply for grant funds.	Support	Dead	Potential cost savings through grants	

BILL/ AUTHOR	ISSUE	GOVERNANCE DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 854 (Mayes)	Imperial Irrigation District: Retail Electric Service	As introduced 2/20/19: Would have reconstituted the board of directors of the Imperial Irrigation District (IID) against the will of IID. Additionally, it would have changed the board from a five-member board to an 11-member board with six of the members being from Riverside County. Riverside county currently has no representation on the IID Board of Directors, because while IID provides power to the residents of Riverside County, they are outside their service area, which is allowed by Water Code Sections 22115, and 22120.	Oppose	Dead	Potential cost increases for IID
AB 2777 (Quirk)	Alameda-Contra Costa Transit District	As introduced 2/20/20: A "clean-up" bill, this sought to update and modernize the transit law and make technical changes, particularly concerning Alameda-Contra Costa Transit District.	Support	Dead	Potential Modest Single District Savings
SB 1386 (Moorlach)	Local Government: Assessments, Fees, and Charges: Water: Hydrants	As chaptered 9/28/20: Restates that "water" for purposes of the Proposition 218 Omnibus Implementation Act also includes fire hydrants and the water dispensed from them. Therefore, a property-related water service fee or charge by a local agency may include the costs to construct, maintain, repair, or replace public hydrants and the associated water attached to a water system as need and to comply with fire codes and industry standards, and is consistent with the California Constitution. Ideally, this measure would lessen local agencies' exposure to litigation, like those lawsuits that have already been filed against 81 water suppliers, so that communities may maintain a high level of fire protection.	Support	Chaptered	Potential significant cost savings related to litigation
AB 6 (Reyes)	Attorney General: Duties	As amended 8/27/20: This bill would have given the Attorney General new authority to pursue civil penalties under its own authority against an entity for alleged water-polluting acts upon receipt of a complaint from the California Department of Fish and Wildlife (CDFW).	Oppose	Dead	Unknown cost impacts
AB 225 (Brough)	Political Reform Act of 1974: Campaign Funds: Childcare Costs	As introduced 1/16/19: Attempted to eliminate an impediment for people considering running for office by allowing campaign funds to be used to cover the costs of childcare in order to allow more parents to run for office.	Support	Dead	Cost savings for candidates

BILL/ AUTHOR		ISSUE	GOVERNANCE DESCRIPTION		CSDA POSITION	STATUS	COST/COST- SAVINGS
AB 315 (C. Garcia)	Local Government: Lobbying Associations: Expenditure of Public Funds	As amended 1/6/20: Would have limited the associations of local agencies or districts from using funds paid from local agencies for purposes that are not for lobbying the Legislature or Congress or strictly educational or professional development activities. The bill also required the associations to disclose funds expended for educational activities and lobbying activities.	Oppose	Dead	Would have limited association funds		
AB 510 (Cooley)	Local Government Destruction of Records	As introduced 2/13/19: This CSDA sponsored bill would have allowed special districts, cities, and counties to adopt record retention policies for routine video monitoring recordings as well as radio and telephone recordings that differ from the current standard of 1-year for video recordings and 100-days for radio and telephone recordings. If an agency did not adopt their own policies, then the current standard would have applied. This change in law would have allowed agencies to save money on unnecessary data storage costs.	Sponsor	Dead	Potential significant costs savings for districts utilizing video surveillance		
AB 654 (B. Rubio)	Public Records: Utility Customers: Disclosure of Personal Information	As introduced 2/15/20: This CSDA sponsored bill would have included a sixth category to code section 6254.16 of the Government Code providing that a local agency may disclose specific customer information to another governmental agency for scientific, educational, or other research purposes, and that the requesting agency agrees to maintain it as confidential.	Sponsor	Dead	No direct fiscal impact		
AB 844 (Irwin)	Health Facilities: Mandated Hospital Services and Activities	As amended 3/5/19: Would have established an independent, nonpartisan body to advise the Governor and Legislature on the financial impact of proposed mandated hospital services and activities.	Support	Dead	No direct fiscal impact		
AB 992 (Mullin)	Open Meetings: Local Agencies: Social Media	As chaptered 9/18/20: Excludes posting comments, expressing position, and liking comments on social media from the Brown Act, provided that a majority of the members do not discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the legislative body of the local agency.	Support	Chaptered	No direct fiscal impact		

BILL/ AUTHOR		ISSUE		GOVERNANCE DESCRIPTION		CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 1415 (Friedman)	Department of Water Resources: Reporting Requirements: Civil Penalties	As amended 5/24/19: This bill would have required the Department of Water Resources to impose a civil penalty of up to \$1,000 on any person or entity who fails to file with the department a report or plan by the deadline required. These reports included:(1) A report that summarizes aggregated farm-gate delivery data. (2) A water loss audit report, and accompanying information, (3) An urban water management plan or plan update, (4) A report on the implementation and enforcement of the model water efficient landscape ordinance, or a locally modified water efficient landscape ordinance that is at least as effective in conserving water. The department would have been required to submit a report to the Senate Committee on Natural Resources and Water and Assembly Committee on Water, Parks, and Wildlife annually.	Oppose	Dead	Potential cost impact to some districts			
AB 2093 (Gloria)	Public Records: Email Retention	As introduced 2/5/20: Identical to AB 1184 (Gloria, 2019), this bill would have mandated that all public agencies, including special districts, must maintain all emails pertaining to the public's business for two years. In practice this would require public agencies to keep all emails sent and received for two years. Additionally, this mandate was placed in the California Public Records Act to purposely avoid requirements for the State to reimburse local agencies for the costs of new or higher levels of service required by new laws.	Oppose	Dead	Significant costs increase associated with digital storage and responding to CPRA requests			
AB 2123 (Chau)	Accessibility: Internet Website	As amended 5/4/20: Provided a rebuttable presumption that a business's website is ADA-compliant if the website meets the Web Content Accessibility Guidelines (WCAG) 2.0 AA standard. The bill further required the California Commission on Disability Access to review the WCAG standards and determine whether they are the most up-to-date standards for effective communication through websites.	Support	Dead	Potential cost savings through reduced litigation			
AB 2138 (Chau)	California Public Records Act	As amended 5/4/20: Would have recodified and reorganized the California Public Records Act. The bill included provisions to govern the effect of recodification and state that the bill was intended to be entirely nonsubstantive in effect.	Oppose	Dead	No direct fiscal impact			

GOVERNANCE		COST/COST- SAVINGS			
BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	
AB 2155 (Oberholte)	Public Officers: Contracts: Prohibited Interests	As introduced 2/10/20: Existing law prohibits members of the Legislature, and state, county, district, judicial district, and city officers or employees from being financially interested in any contract made by them in their official capacity, or by anybody or board of which they are members, subject to certain exceptions and qualifications. Should a body enter into a contract (including contracts utilizing bond funds), a party directly impacted by the contract can contest it. This bill would have expanded the contesting authority to any person, not just those that are directly impacted.	Oppose	Dead	Significant fiscal impacts associated with litigation and challenges in raising necessary fees
AB 2370 (Limón)	Ventura Port District: Aqua Culture Plots: Federal Waters	As amended 3/16/20: Due concerns that the local agency formation commission does not have the authority to activate a power outside of the Ventura Port District's sphere of influence in federal waters, this measure sought to except the Ventura Port District for the purpose of certain aquaculture projects, provided they have otherwise obtained permission from the federal agencies required. This measure was not heard and is dead for the year.	Support	Dead	Potential revenue gain for single district
AB 2438 (Chau)	California Public Records Act: Conforming Revisions	As introduced 2/19/20: This bill was a clarifying rewrite of the California Public Records Act (CPRA). It was intended to not make any changes to the function of the Act. However, it would have resulted in costs to all public agencies to update all of their CPRA materials. Additionally, all applicable code sections would have been renumbered and all training materials would have needed to be rewritten.	Oppose	Dead	No direct fiscal impact
AB 2452 (C. Garcia)	State Auditor: High Risk-Local Government Agency Audit Program	As introduced 2/19/20: Would have authorized the California State auditor to audit associations representing public agencies utilizing the High-Risk Local Agency Audit Program, which was created to identify potential financial waste, fraud, and abuse.	Oppose	Dead	No direct fiscal impact
AB 2629 (Mayes)	Imperial Irrigation District: Retail Electric Service	As amended 5/4/20: Would have required the State Energy Resources Conservation and Development Commission (Energy Commission), the Imperial County Local Agency Formation Commission, and the Riverside County Local Agency Formation Commission to meet to determine the sphere of influence of the Imperial Irrigation District and options for electrical service to the Coachella Valley at the end of a certain lease of electrical rights. It would have required the Energy Commission to report to the Legislature the findings of this stakeholder group.	Oppose	Dead	Potentially significant fiscal impacts to single district

BILL/ AUTHOR		GOVERNANCE DESCRIPTION		CSDA POSITION	STATUS	COST/COST- SAVINGS
ACR 179 (Voepel)	Special Districts Week	As introduced 2/26/20: A non-binding resolution, this measure proclaimed the week of May 17 to May 23, 2020, to be Special Districts Week. This week was intended to coincide with CSDA's Legislative Days. It recognizes the important historical role that special districts play in service and infrastructure delivery. The Covid-19 crisis hampered the movement of this measure.	Sponsor	Dead	No fiscal impact	
SB 217 (Portantino)	Recreational and Organization Camps	As amended 6/23/20: Would have added "recreation camp" to the existing definition of "organized camp," and defined it as a camp that operates for profit or nonprofit purposes, serves 5 or more children, and operates for at least 5 days during any season. These camps would have needed to be licensed and comply with a long list of requirements and mandates, including licensure, fees, compliance inspections, fines for non-compliance, new regulations from various departments including health department and the fire marshal. It would have created a statewide Recreational Camp Safety Advisory Council within the state government to advise and consult on policy matters relating to recreational camps, required each recreational camp to employ a camp director and a medical professional. It sets minimum age limits and training requirements on camp counselors, junior counselors, lifeguards and other staff and volunteer, and specified counselor-to-camper ratio, depending on the age of the campers and the specific activities provided. This bill imposed specified requirements on high-risk specific camp activities including, among others, riflery, archery, horseback riding, climbing, swimming, and scuba diving. The bill would have required each camp to obtain specified certifications before offering high-risk activities.	Oppose	Dead	Significant Costs and Fiscal Impacts to Districts with Certain Parks Programs.	
SB 241 (Moorlach)	Personal Income Tax: California Voluntary Contribution Program	As amended 4/29/19: This bill that previously dealt with Joint Powers Authority agreements was gutted and amended to deal with voluntary tax check-offs on personal income tax returns.	Neutral	Dead	No direct fiscal impact	
SB 749 (Durazo)	California Public Records Act: Trade Secrets	As amended: 9/10/19: This bill would have provided that records relating to wages, benefits, working hours, and other employment terms and conditions of employees working for a private industry employer pursuant to a contract with a state or local agency shall not be deemed to be trade secrets under the California Public Records Act. This bill was amended to remove the section that CSDA was opposed to related to Reverse Public Records Act actions.	Neutral	Dead	No direct fiscal impact	

GOVERNANCE		COST/COST-SAVINGS			
BILL/AUTHOR	ISSUE	DESCRIPTION	POSITION	STATUS	COST/COST-SAVINGS
SB 931 (Wickowski)	Local Government Meetings: Agenda and Documents	As amended 4/2/20: Would have required public agencies to email meeting agendas and the supporting agenda packets, or a link to where they can be found on an agency's website, to members of the public that have requested them. Just like when the public requests meeting materials be mailed to them, this standing request would have been valid for one year. In the event that it is not technically feasible to email the meeting materials or a link to where it can be found on a website, an agency could have physically mailed the materials and charged the requester for the costs of the mailings. Amendments to the bill addressed a majority of CSDA's previous concerns.	Oppose	Dead	Potential increased CPRA litigation
SB 939 (Wiener)	Emergencies: COVID-19: Commercial Tenancies: Evictions	As amended 5/29/20: Would have prohibited evictions of private or commercial tenants during the state of emergency related to COVID-19. Also would have authorized a commercial tenant that is a small business or is an eating or drinking establishment, place of entertainment, or performance venue that meets certain financial criteria, to engage in negotiations with its landlord to modify rent or other economic requirements, which could result in the tenant terminating the lease under certain circumstances. The above provisions all carried penalties for non-compliance. This measure had an urgency clause and required a 2/3rds vote of the legislature. This measure was held under submission in Senate Appropriations and is dead for the year.	Oppose Unless Amended	Dead	Significant costs to those districts with commercial tenants
SB 977 (Monning)	Health Care System Consolidation: Attorney General Approval and Enforcement	As amended 8/24/20: Would have required health systems sales, affiliations, and mergers with health care facilities be approved by the State Attorney General.	Oppose	Dead	Unknown fiscal impacts for healthcare districts
SB 1180 (Dahle)	Fallen Leaf Lake Community Services District: Elections	As introduced 2/20/20: In response to a 2019 state auditor report recommendation to ensure that the district has an electorate of sufficient size from which it can elect a board, this measure created a hybrid electorate consisting of registered voters, landowners or their proxies, and holders of certain federal land permits.	Support	Dead	Some potential elections costs for a single district
SCR 94 (Umberg)	California Firefighter Appreciation Month and California Firefighters Memorial Day	As introduced 7/22/20: This measure would have proclaimed the month of September 2020 as California Firefighter Appreciation Month and September 26, 2020, as California Firefighters Memorial Day.	Support	Dead	No fiscal impact

HEALTH AND SAFETY					
BILL/AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 329 (Kamlager)	Victim Compensation: Use of Excessive Force by Law Enforcement	As amended 7/8/20: This bill was gut and amended from a penalty enhancement for assaults that take place on public or private hospital property to a bill on police excessive use of force bill.	Neutral	Dead	No direct fiscal impact
AB 367 (Flora)	Presence at Care Facilities: Conviction of Crimes	As amended 1/15/20: Would have prohibited people convicted of pimping or identity theft from working at a residential care facility.	Support	Dead	No direct fiscal impact
AB 1231 (Boerner Horvath)	Emergency Services	As introduced 2/21/19: Would have required response time requirements in any contract for ground emergency medical transportation entered into, amended, or renewed, by a state or local entity on and after January 1, 2020, to be consistent with performance standards established by the International Academies of Emergency Dispatch. Currently standards vary and response time requirements are included in contracts. However, the required times vary greatly depending on whether the service is located in a rural or urban community.	Oppose	Dead	Potential cost increases for districts providing ambulance services
AB 1416 (Cooley)	Business: Collection and Disclosures of Consumer Personal Information	As amended 5/6/19: This is cleanup legislation related to the Consumer Privacy Act of 2018 would have ensured public agencies are able to share personal information of their constituents with contracted providers as necessary to provide governmental functions.	Support	Dead	Unknown fiscal impact
AB 1775 (Jones-Sawyer)	False Reports and Harassment	As chaptered 9/30/20: Would have expanded the definition of a "fee" for the purposes of Fee Mitigation Act by eliminating existing exclusions to the act, such as the Quimby fees for parks. Measure was "gut-and-amended" 4.09.2019 and now puts new requirements on cities and counties related to environmental justice. CSDA then moved to neutral.	Neutral	Chaptered	Significant costs related to changes in the mitigation fee act
ACR 149 (Voepel)	Opioid Epidemic	As introduced 1/16/20: Designates the month of September 2020 as Opioid Awareness Month in California.	Support	Dead	No direct fiscal impact

HEALTH AND SAFETY					
BILL/AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
SB 231 (Galgiani)	Local Emergencies: Port Districts	As introduced 2/7/19: Would have allowed port districts to declare a local state of emergency. This bill is similar to SB 531 (Galgiani, 2018) which CSDA supported in 2018. However, the Governor vetoed SB 531 with the following message: "this bill adds port districts that are not a department, division, or a subdivision of a city or county to the list of political subdivisions permitted to declare a local emergency under the California Emergency Services Act. Allowing port districts to declare a local emergency without involving their neighboring cities and counties runs counter to the system of mutual aid which is dependent upon local cooperation. By facilitating the efficient flow of resources and information, local cooperation during an emergency allows the state to determine the proper allocation of emergency support. This bill will disrupt the state's ability to evaluate such resource requests - to the possible detriment of those who need help."	Support	Dead	Unknown fiscal impact
SB 275 (Pan)	Health Care and Essential Workers: Personal Protective Equipment	As chaptered 9/29/20: Requires the Department of Public Health (CDPH) to establish a personal protective equipment (PPE) stockpile for health care workers and essential workers in the state and requires health care employers, to establish a PPE inventory that is sufficient for at least 45 days of surge consumption.	Oppose Unless Amended	Chaptered	Potential significant costs for healthcare districts
SB 758 (Portantino)	Hospitals: Seismic Safety	As amended 8/24/20: Would have extended the existing deadline requiring general acute care hospitals to be fully operational after an earthquake by two years, from January 1, 2030, to January 1, 2032.	Support	Dead	Would have delayed significant costs for healthcare districts with hospital facilities
SB 1044 (Allen)	Firefighting Equipment and Foam: PFAS Chemicals	As chaptered 9/29/20: Requires notice from the manufacturer or distributor of firefighting equipment that contains polyfluoroalkyl substances (PFAS). One year later it bans the use or sale of firefighting foam containing chemicals except in situations where it is federally required. When federal requirements are rescinded, these applications will also switch to non-PFAS foams.	Support	Chaptered	Potential upfront costs for fire protection for early retirement of certain foams and equipment containing PFAS

HEALTH AND SAFETY			
BILL/ AUTHOR	ISSUE	DESCRIPTION	COST/COST- SAVINGS
SB 1348 (Stern)	Fire Prevention: Vegetation Management: Public Education Grants	As amended 8/26/20: Among other things, would have added two more categories of eligible grant funding to certain local entities, including resource conservation districts, through an existing program administered by the Department of Forestry and Fire Protection. Specifically, it would add vegetation management along roadways and driveways to reduce fire risk including defensible space training, and public education outreach regarding making homes and communities more wildfire resistant as eligible activities for grant funding.	Potential grant opportunities for RCD's
SCR 88 (Galgiani)	California Peace Officers' Memorial Day	As introduced 3/4/20: Would have designated Monday, May 4, 2020, as California Peace Officers' Memorial Day, and recognizes specific California peace officers who were killed in the line of duty.	No cost impact
HUMAN RESOURCES AND PERSONNEL			
BILL/ AUTHOR	ISSUE	DESCRIPTION	COST/COST- SAVINGS
AB 196 (Gonzalez)	Workers' Compensation: COVID-19: Essential Occupations and Industries	As amended 8/25/20: Would have established a new disputable presumption for COVID-19 injury, which would have significantly increased workers' compensation costs for employers by presuming that contraction of COVID-19 by "essential workers" is a workplace injury. Would have established an extremely concerning precedent for expanding presumptions into the private sector for COVID-19 issues, which the Workers' Compensation Insurance Rating Bureau estimated will add billions in costs to California's workers' compensation system.	Significant cost increases associated with workers' compensation
AB 316 (Ramos)	Medi-cal: Benefits: Beneficiaries with Special Dental Care Needs	As amended 4/4/19: This bill would have increased the Medi-Cal reimbursement rate for doctors treating a Medi-Cal beneficiary with special dental care needs. This payment would have been an adjustment to cover the extra time needed to render dental services to a Medi-Cal beneficiary with special dental care needs.	Cost savings for healthcare providers resulting from higher reimbursement rates

HUMAN RESOURCES AND PERSONNEL					
BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
AB 418 (Katra)	Evidentiary Privileges: Union Agent-Represented Worker Privilege	As amended 6/21/19: Would have expanded the current evidentiary privilege against disclosure of communications to also include union agent-represented worker communications. The evidentiary privilege is by design narrow in scope to protect the confidentiality and integrity of relationships, both professional and familiar in nature, where highly sensitive and deeply personal information is exchanged. Examples include spousal privilege, confidential marital communications privilege, physician-patient privilege, psychotherapist-patient privilege, clergyman-penitent privilege, sexual assault counselor-victim privilege, domestic violence counselor-victim privilege, and human trafficking caseworker-victim privilege as well as attorney-client privilege.	Oppose	Dead	Potential increased litigation costs for districts with union employees
AB 555 (Gonzalez)	Paid Sick Leave	As amended 4/29/19: Would have amended the Healthy Workplaces, Healthy Families Act to extend the number of paid sick days employers are required to provide from 3 days to 5 days. Suggested amendments were: (1) Statewide preemption should apply to all provisions of the bill (2) Payment for paid sick leave should be at the employee's base rate of pay (3) Verification should be allowed after 3 consecutive days	Oppose Unless Amended	Dead	Potential cost increases for districts that do not already provide five days of sick leave
AB 664 (Cooper)	Workers' Compensation: COVID-19	As amended 8/25/20: Would have created a "disputable" presumption whereby if a firefighter, healthcare worker, police officer, or other first responder contracts COVID-19 that they contracted it at work and are eligible for enhanced workers' compensation benefits. This would apply to the illness being contracted after January 1, 2020 through July 1, 2024. The presumption would have been applied to employees up to 90-days after they have left employment.	Oppose	Dead	Potential significant increase in workers' compensation costs for employers of first responders

BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
AB 685 (Reyes)	COVID-19: Imminent Hazard to Employees: Exposure Notification	<p>As chaptered 9/17/20: The bill requires employers to take all of the following actions within 24 hours after the employer knew or reasonably should have known of COVID-19 exposure to the employee:</p> <ol style="list-style-type: none"> 1. Provide a notice to all employees at the worksite where the exposure occurred that they may have been exposed to COVID-19. This notification shall be, at a minimum, in writing in both English and the language understood by the majority of the employees. Employers shall also make every reasonable effort necessary to notify workers verbally. 2. Notify the exclusive representative, if any. This notification shall be, at a minimum, in writing in both English and the language understood by the majority of the employees. Employers shall also make every reasonable effort necessary to notify the exclusive representative verbally. 3. Notify all employees and the exclusive representative, if any, of options for exposed employees including COVID-19-related leave, company sick leave, state-mandated leave, supplemental sick leave, or negotiated leave provisions. 4. Notify all employees and the exclusive representative, if any, on the cleaning and disinfecting plan that the employer plans to implement prior to resuming work. 5. Notify the Division of Occupational Safety and Health, pursuant to subdivision (b) of Section 6409.1, of the number of employees by occupation with a COVID-19 positive test, diagnosis, order to quarantine, or death that could be COVID-19 related. 6. Notify the California Department of Public Health and the appropriate local public health agency of the number of employees by occupation with a COVID-19 positive test, diagnosis, order to quarantine, or death that could be COVID-19 related. <p>The bill defines "Exposed to COVID-19" as exposure to a person with any of the following:</p> <ol style="list-style-type: none"> 1. A positive COVID-19 test. 2. A positive COVID-19 diagnosis from a licensed health provider. 3. A COVID-19-related order to quarantine from a licensed health provider. 4. A fatality that was or could have been caused by COVID-19. 	Oppose	Chaptered	Potential increased administrative costs for employers whose employees become ill with COVID-19

HUMAN RESOURCES AND PERSONNEL					
BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 882 (McCarthy)	Discrimination in Employment: Drug Rehabilitation Programs	As amended 1/6/20: Would have prohibited an employer from discriminating against an employee for past drug use if they have gone through a rehabilitation program or are no longer using illegal drugs.	Oppose	Dead	No direct fiscal impacts
AB 890 (Wood)	Nurse Practitioners: Scope of Practice	As chaptered 9/29/20: This priority legislation for the Association of California Healthcare Districts expands the scope of practice for nurse practitioners, allowing them to practice and provide services to the full extent of their education and training, without supervision by a physician. These services, including diagnosing patients, performing therapeutic procedures, prescribing medications and devices, are already being provided to patients throughout the state. This change in law allows hospitals to fill critical workforce gaps.	Support	Chaptered	Cost savings for healthcare districts with hospitals
AB 932 (Low)	Workers' Compensation: Off-Duty Firefighters	As introduced 2/20/19: Retroactive to 2017, this bill would have made off-duty, out-of-state firefighters eligible for workers' compensation benefits if they claim they were injured while performing activities for the protection or preservation of life or property.	Oppose Unless Amended	Dead	Increased workers' compensation costs for fire districts
AB 1066 (Gonzalez)	Unemployment Compensation: Benefits Payable: Collection	As vetoed 9/24/20: Would have amended unemployment law to require employers to provide the Employment Development Department (EDD) with requested records within 10 days on employees seeking unemployment benefits. If an employer did not provide the records within 10 days, the unemployment claim would have been approved at the maximum total benefits payable. If an employer with 500 or more employees had not paid its required contributions to EDD, then EDD could have turned over recovery to the Attorney General.	Oppose	Vetoed	Potential increased unemployment insurance costs
AB 1107 (Chu)	Proclaimed State Emergencies: Translation	As amended 8/7/20: This bill was amended from an unemployment insurance bill to require the state to provide state issued emergency orders and proclamations in various languages.	Neutral	Dead	No direct fiscal impacts
AB 1224 (Gray)	Disability Insurance: Paid Family Leave Program	As amended 4/22/19: Current law allows an employee with more than 12 months of service with the employer, who has at least 1,250 hours of service with the employer during the previous 12-month period, upon request, to take up to 12 weeks of parental leave to bond with a new child within one year of the child's birth, adoption, or foster care placement. This bill would have expanded paid family leave (PFL) benefits by allowing two six-week PFL claims per year.	Oppose	Dead	Potential increased employer costs related to Paid Family Leave

HUMAN RESOURCES AND PERSONNEL					
BILL/AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 1631 (Gray)	Fire Protection: Volunteer Firefighters: Training	As introduced 2/22/19: Would have required the State Fire Marshal to provide weekend and evening training classes year-round to volunteer fire departments and those fire departments consisting of a combination of volunteer, partly paid, or fully paid members. The bill would have also authorized firefighters to receive 100% reimbursement from the State Fire Marshal for attending training classes at a local community college if the State Fire Marshal is unable to provide training classes.	Support	Dead	Cost savings to volunteer fire districts
AB 1832 (Salas)	Workers' Compensation: Medical-Legal Expenses	As introduced 7/11/19: Would have increased costs on the workers' compensation system by increasing reimbursement rates for Qualified Medical Evaluators (QME) without addressing QME process issues that result in benefit delays for injured workers.	Oppose	Dead	Potential increased workers' compensation costs
AB 1850 (Gonzalez)	Worker Classification: Employees and Independent Contractors	As amended 5/12/20: This was going to be the vehicle for fixes and updates to AB 5 (Gonzalez, 2019) which was signed into law in 2019 related to determinations of independent contractors. The bill tried to clarify business to business contracts and referral agencies. Suggested amendment: Include an exemption for recreation and park workers from the provisions of AB 5.	Support if Amended	Dead	No direct fiscal impacts
AB 1867 (Budget Committee)	Small Employer Family Leave Mediation: Handwashing: Supplemental Paid Sick Leave	As chaptered 9/9/20: Budget Trailer Bills SB 822/AB 1867, are related to paid sick leave and paid family and contain the same language. The broad scope of the bills cover a number of different industries as well as a number of different types of leave. Included in the provisions of the bills is a section that will impact many public employers regarding paid sick leave for persons employed as certain types of health care providers, and emergency responders, all of whom were excluded from the paid sick leave provisions of the federal Families First Coronavirus Response Act. The leave provides 80-hours of paid sick leave just as the federal legislation had.	Watch	Chaptered	Potential increased costs related to employee leave requirements
AB 1947 (Kaira)	Employment Violation Complaints: Requirements: Time	As chaptered 9/30/20: Increases the statute of limitations for filing a worker retaliation claim from six months to one year in the administrative process and adds one-sided fee recovery by allowing the ability to seek attorney's fees for prevailing employees in the legal process, but not the employer.	Oppose	Chaptered	Potential increased litigation costs

HUMAN RESOURCES AND PERSONNEL					
BILL/AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 2257 (Gonzalez)	Worker Classification: Employees and Independent Contractors	As chaptered 9/4/20: This bill is an AB 5 fix/update bill. Included in the various updates is the addition of public agencies in the business to business exemption. This inclusion provides greater flexibility for public agencies when contracting for services such as information technology. The exemption allows public agencies when contracting with another business to apply the Borello Test rather than the ABC Test to determine whether the contractor should be classified as an employee or independent contractor.	Support	Chaptered	No direct fiscal impacts
AB 2307 (Bonta)	Public Employment: Labor Relations: Release Time	As introduced 2/14/20: Similar to AB 314 (Bonta, 2019) which was vetoed, and AB 2154 (Bonta, 2018), which CSDA opposed, this bill would have circumvented the memorandum of understanding (MOU) process at the local level by providing employee union representatives with paid release time to investigate potential or existing grievances, attend employee orientations, and testify before the governing body of the local agency, as well as preparation time for those activities. Suggested Amendment: Remove the provisions of the bill related to leave for employee orientations.	Oppose	Dead	Potential increased costs for union employers
AB 2355 (Bonta)	Employment Discrimination: Medical Cannabis	As introduced 2/18/20: Similar to AB 2069 (Bonta, 2018) which CSDA opposed, this bill would not have allowed an employer to take an adverse action against an employee or candidate for employment for using marijuana if the employee or candidate has a medical license for the marijuana or is using it for medical purposes.	Oppose	Dead	Unknown fiscal impact resulting from potential litigation
AB 2365 (Rodriguez)	Public Employees' Retirement System: Employment without Reinstatement	As amended 5/4/20: Changes the requirement that CalPERS reinstate a retired annuitant to active service if they violate the hours worked provisions of the law and instead makes CalPERS reinstatement permissive. Prior to amendments this bill also would have required CalPERS to notify employers prior to an annuitant exceeding the hourly limit. Due to the amendments CSDA removed its support for the bill.	Neutral	Dead	No direct fiscal impacts

HUMAN RESOURCES AND PERSONNEL				COST/COST-SAVINGS	
BILL/AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	
AB 2378 (Cooper)	Public Employees' Retirement System: Postretirement death Benefit	As introduced 2/18/20: Would have authorized the Board of Administration of the Public Employees' Retirement System, beginning on or after January 1, 2021, to adjust the death benefit amounts following each actuarial valuation to reflect changes in the All Urban California Consumer Price Index, which would have resulted in increased benefits for retirees.	Oppose	Dead	Increased pension costs for employers in the CalPERS system
AB 2394 (Cooper)	Public Employees' Retirement System: Allowances: Cost of Living Adjustment	As introduced 2/18/20: Would have changed the index used to adjust the Cost-of-Living Adjustment (COLA) for CalPERS retirees to the California Consumer Price Index (CPI).	Oppose	Dead	Increased pension costs for employers in the CalPERS system
AB 2465 (Gonzalez)	Worker Status: Independent Contractors	As introduced 2/19/20: Would have recast and reorganized the exemptions from AB 5 (Gonzalez, 2019) for a person licensed as an esthetician, electrologist, manicurist, barber, or cosmetologist. Suggested amendment: Include an exemption for recreation and park workers from the provisions of AB 5.	Support if Amended	Dead	No direct fiscal impacts
AB 2473 (Cooper)	Public Investment Funds	As amended 7/28/20: This bill would have allowed certain information related to CalPERS investment in private equity to be exempt from the California Public Records Act. This would have allowed CalPERS to place greater investments in private equity and manage those investments internally.	Support	Dead	Potential lowered pension costs in the CalPERS system
AB 2537 (Rodriguez)	Personal Protective Equipment: Health Care Employees	As chaptered 9/29/20: Requires, Beginning April 1, 2021, public and private employers of workers in a general acute care hospital to supply those employees who provide direct patient care or provide services that directly support personal care with specific personal protective equipment and keep a three-month supply of the equipment on hand at all times.	Oppose	Chaptered	Potential increased costs for healthcare districts with hospitals
AB 2570 (Stone)	False Claims Act	As amended 7/2/20: Sponsored by the State Attorney General and supported by the California State Association of Counties, this bill helps public agencies recover additional revenues by granting the Attorney General the ability to prosecute tax fraud under the False Claims Act.	Support	Dead	Potential cost savings through recovery of unpaid tax dollars

HUMAN RESOURCES AND PERSONNEL					
BILL/AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 2747 (Santiago)	Health Data Disclosure: Health Policy Organizations and Labor Unions	As introduced 2/20/20: Existing law requires an organization that operates, conducts, owns, or maintains a health facility, each hospital, and each general acute care hospital and freestanding ambulatory surgery clinic to make and file with the Office of Statewide Health Planning and Development in the California Health and Human Services Agency certain information regarding patients that is recorded on a Hospital Discharge Abstract Data Record, an Emergency Care Data Record, and an Ambulatory Surgery Data Record. The information includes, among other things, the date of birth, race, date of services, and principal diagnosis of the patient. This information is shared with the office, which then shares this information with certain entities, including any California hospital and any local health department or local health officer in California. This bill would have required that information also be shared with any nonprofit health policy organization and any labor union.	Oppose	Dead	No direct fiscal impacts
AB 2947 (Bonta)	Discrimination: Employee Complaint: Standard of Proof	As introduced 2/21/20: The California Fair Employment and Housing Act protects and safeguards the right and opportunity of all persons to seek, obtain, and hold employment without discrimination, abridgment, or harassment on account of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. The act requires an employer to maintain personnel records and files of employees, applicants, and terminated employees for at least two years. This bill would have increased the time records need to be maintained to five years.	Oppose	Dead	Minimal increased costs related to record storage
AB 2967 (O'Donnell)	Public Employees' Retirement System: Contracting Agencies: Exclusion from Membership	As chaptered 9/28/20: Prevents employers from entering or amending their CalPERS contracts to exclude any particular group of employees from the contract. The goal is to prevent the actions of the City of Placentia where just firefighters were excluded from the city's CalPERS contract.	Oppose	Chaptered	Eliminates potential pension cost savings tool
AB 2992 (Weber)	Employment Practices: Leave Time	As chaptered 9/28/20: This bill has been amended from providing some level of protected paid leave to all employees to only expand leave protections that are currently afforded to an employee who is a victim of domestic violence, sexual assault, or stalking to an employee who is a victim of a crime and to an employee whose immediate family member is deceased as a direct result of a crime.	Neutral	Chaptered	No direct fiscal impacts

HUMAN RESOURCES AND PERSONNEL					
BILL/AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 2999 (Low)	Employees: Bereavement Leave	As amended 7/14/20: Requires employers with 25 or more employees, including public employers, to provide 10 days of bereavement leave to all employees, while requiring employers with fewer than 25 employees to provide 3 days of bereavement leave and creates a private right of action should there be a violation. The bill does not apply to employees covered by a valid collective bargaining agreement if the agreement expressly provides for bereavement leave and the wages, hours of work, and working conditions of the employees, and if the agreement provides premium wage rates for all overtime hours worked, where applicable, and a regular hourly rate of pay for those employees of not less than 30 percent more than the state minimum wage.	Oppose	Dead	Minimal increased costs for providing additional bereavement leave
AB 3191 (Gray)	Utility Workers and Vehicles	As introduced 2/21/20: Would have authorized vehicles owned by a local publicly owned electric utility, a community choice aggregator, or an irrigation district to display flashing amber warning lights when parked on a highway or when moving slower than the normal flow of traffic. It would also add utility vehicles to the list of stationary vehicles drivers must treat with caution; make a lane change or slow to a prudent speed. It also created criminal penalty enhancements for assault or battery against a utility worker.	Support	Dead	Unknown cost savings for preventing injuries to utility workers
AB 3196 (Kiley)	Small Business Regulation: COVID-19 Pandemic	As amended 5/11/20: This bill titled the "Small Business Regulatory Relief Act" would have required the head of each state agency to conduct a review of regulations the agencies have imposed and determine which pose the greatest costs and barriers to small businesses by April 1, 2021. Additionally, this bill would have allowed employers to grant flexible schedules to non-exempt employees who elect individually to work those flexible schedules (rather than a vote of 2/3 of all employees in a unit). The flexible schedules would not have allowed an employee to work more than 10 hours in a day without receiving overtime pay.	Support	Dead	No direct fiscal impacts

BILL/ AUTHOR	ISSUE	HUMAN RESOURCES AND PERSONNEL DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
AB 3216 (Kalra)	Unemployment: Rehiring and Retention: State of Emergency	<p>As vetoed 9/30/20: This bill which was related to sick leave and other leave requirements in addition to right to return requirements, has been significantly amended and now is only related to right to return to work requirements for certain industries and classes of workers. The only classification that would apply to special districts is for those districts that run event centers.</p> <p>"Event center" means a publicly or privately owned structure of more than 50,000 square feet or 1,000 seats that is used for the purposes of public performances, sporting events, business meetings, or similar events, and includes concert halls, stadiums, sports arenas, racetracks, coliseums, and convention centers. The term "event center" also includes any contracted, leased, or sublet premises connected to or operated in conjunction with the event center's purpose, including food preparation facilities, concessions, retail stores, restaurants, bars, and structured parking facilities.</p> <p>As currently drafted, if an employer running an event center (including public agencies) laid-off employees as a result of a response to a state of emergency or shutdown orders, they will need to offer its laid-off employees specified information about job positions that become available for which the laid-off employees are qualified, and to offer positions to those laid-off employees based on a preference system, in accordance with specified timelines and procedures (first hired, first rehired).</p>	Neutral	Vetoed	Potential cost increases for districts with event centers that laid off employees due to COVID-19
AB 3240 (Gray)	Labor Disputes: Strikes: Health Care Coverage	As amended 5/5/20: Would have required public agencies to maintain current healthcare coverage payments for striking employees.	Oppose	Dead	Potential cost increases for union employers
AB 3329 (Daly)	Unemployment Insurance Compensation: COVID-19 Pandemic: Temporary Benefits	As amended 5/4/20: Would have increased unemployment benefits by an additional \$100 per week after the federal \$600 supplement is ended.	Oppose	Dead	Increased unemployment insurance costs

BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
SB 135 (Jackson)	Paid Family Leave	<p>As amended 3/25/19: Would have made several changes related to the Paid Family Leave (PFL) Program and the California Family Rights Act (CFRA). Specifically, this bill would have:</p> <ol style="list-style-type: none"> Expanded the scope of CFRA by reducing the employee threshold and time of service requirement to prohibit employers with five or more employees from refusing to grant an employee request to take up to 12 weeks of unpaid leave for family care and medical leave if the employee had 180 days of service with the employer Expanded the reasons for which CFRA leave can be taken to grant access to more employees Repealed provisions enacted in 2017 that created the New Parent Leave Act and instead expands the scope of CFRA to cover these provisions Expanded the list of individuals for which a worker can take leave under CFRA to include child-in-laws, grandparents, grandchildren, siblings, domestic partners, parent-in-laws, or a designated person Expanded the scope of PFL to include time off to care for a seriously ill designated person or child-in-law, as defined, or to bond with a designated person or child-in-law within one year of the birth or placement of that individual. 	Oppose	Dead	Potential cost increase for small employers for maintaining health insurance for employees on leave
SB 266 (Leyva)	Public Employees' Retirement System: Disallowed Compensation: Benefit Adjustments	<p>As amended 9/3/19: Would have required employers who entered into a Memorandum of Understanding (MOU) with an employee bargaining unit, and if what was agreed upon in the MOU that was considered pensionable compensation for the employees is ultimately determined by the pension system to not qualify as a pensionable benefit, and the employee retires, then the employer would make direct payments to the retiree in amount disallowed by the pension system.</p>	Oppose	Dead	Potential increased pension costs for union employers

HUMAN RESOURCES AND PERSONNEL		ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
BILL/AUTHOR	DESCRIPTION					
SB 341 (Morrell)	Public Employment and Retirement	As introduced 2/19/19: Existing law requires CalPERS and CalSTRS to annually report on investment returns and assumptions to the Legislature. This bill would have required additional reporting by requiring CalPERS to report a calculation of liabilities based on a discount rate equal to the yield on a 10-year United States Treasury note in the year prior to the report. The bill would have also required CalSTRS to provide a description of the discount rate the board uses for reporting liabilities, a calculation of liabilities based on a discount rate that is two percent below the long-term rate of return assumed by the board, and a calculation of liabilities based on a discount rate equal to the yield on a 10-year United States Treasury note in the year prior to the report.	Oppose	Dead	No direct fiscal impacts	
SB 416 (Hueso)	Employment: Workers' Compensation	As amended 9/5/19: Would have expanded the rebuttable presumption for workers' compensation purposes from police officers and firefighters to all peace officers, regardless of position.	Oppose	Dead	Increased workers' compensation costs	
SB 567 (Caballero)	Workers' Compensation: Hospital Employees	As amended 1/8/20: Would have created rebuttable presumptions that a hospital employee who provides direct patient care in an acute care hospital that suffers infectious diseases, cancer, musculoskeletal injuries, post-traumatic stress disorder, and respiratory diseases to have arose out of and in the course of the employment. Of note, at the time of introduction this would have been the first time a rebuttable presumption would have been applied to a non-public employee. However, the Governor's COVID-19 Executive Order related to workers' compensation became the first application of a presumption to private employers.	Oppose	Dead	Increased workers' compensation costs for healthcare districts with hospitals	
SB 729 (Portantino)	Meal and Rest Breaks: Remote Work	As amended 8/25/20: Would have placed a two-year moratorium on Private Attorney General Act (PAGA) lawsuits against employers for violations of meal and rest break requirements while employees are working from home. Employers would still have had to comply with meal/rest period underlying law, and there would have still been administrative and civil enforcement for the underlying violation. This would have just provided relief from frivolous PAGA lawsuits over breaks when employees were working from home.	Support	Dead	Potential reduced litigation costs	

HUMAN RESOURCES AND PERSONNEL					
BILL/ AUTHOR	ISSUE	DESCRIPTION			
			CSDA POSITION		
			STATUS		
			COST/COST- SAVINGS		
SB 893 (Caballero)	Workers' Compensation: Hospital Employees	As amended 4/29/20: Similar to SB 567 (Caballero), would have created rebuttable presumptions that a hospital employee who provides direct patient care in an acute care hospital that suffers infectious diseases, cancer, musculoskeletal injuries, post-traumatic stress disorder, and respiratory diseases to have arose out of and in the course of the employment. Of note, at the time of introduction this would have been the first time a rebuttable presumption would have been applied to a non-public employee. However, the Governor's COVID-19 Executive Order related to workers' compensation became the first application of a presumption to private employers.	Oppose	Dead	Increased workers' compensation costs for healthcare districts with hospitals
SB 900 (Hill)	Department of Industrial Relations: Worker Status	As amended 3/26/20: This bill was the anticipated vehicle for an AB 5 (Gonzalez) fix for the Senate. Suggested amendment: Exempt recreation and park workers from the provisions of AB 5.	Support if Amended	Dead	No direct fiscal impacts
SB 1129 (Dodd)	Employment: Itemized Wage Statements Violations	As introduced 2/19/20: Existing law requires employers to provide employees with an accurate itemized wage statement either at the time they are paid or semimonthly. An employee can sue for a knowing and intentional violation of that requirement by an employer and recover damages and attorney fees. This bill would have provided employers with a 65 day correct and cure provision prior to any suit being brought.	Support	Dead	Potential reduced litigation costs
SB 1159 (Hill)	Worker's Compensation: COVID-19: Critical Workers	As chaptered 9/17/20: This bill is a workers' compensation presumption bill related to COVID-19. This bill is split into four parts which are summarized below: Section 1: Requires the Commission on Health and Safety and Workers' Compensation (CHSWC) to conduct a study on the impacts claims of COVID-19 have had on the workers' compensation system, including but not limited to the overall impacts on indemnity benefits, medical benefits, and death benefits. Section 2: Codifies the Governor's Executive Order N-62-20 from March which created a rebuttable presumption for the period of March 19, 2020 (Date of Stay-At-Home Order) and July 5, 2020 (60-days from the Order) whereby any employee that has been directed to work (Continued on next page).	Oppose	Chaptered	Likely increased workers' compensation costs

HUMAN RESOURCES AND PERSONNEL			
BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION
SB 1159 (Hill) (Cont.)	Worker's Compensation: COVID-19: Critical Workers (Cont.)	<p>(Continued)</p> <p>outside of their home by their employer during that time period that tests positive or is diagnosed with COVID-19 that the injury is presumed to have taken place in the workplace and therefore would be entitled to workers' compensation benefits.</p> <p>Section 3: Creates a rebuttable presumption until January 1, 2023, for firefighters, peace officers, and healthcare workers that provide direct patient care that contract COVID-19 within 14 days of working that the illness is a workplace injury and they are entitled to workers' compensation benefits. Employers are provided 30-days to contest the injury is a workplace injury.</p> <p>Section 4: Attempts to address workplace outbreaks and applies to all other employees not covered by other sections that work for an employer that has five or more employees. This section creates rebuttable presumption that an employee contracted COVID-19 at the workplace and they are entitled to workers' compensation benefits if the employee contracts COVID-19 during a workplace "outbreak." An "outbreak" exists if within a 14 calendar day period an employer has 100 employees or fewer at a specific place of employment and four or more employees test positive for COVID-19, or if the employer has more than 100 employees at a specific place of employment and four percent of the number of employees who reported to the specific place of employment test positive for COVID-19. This section also contains certain reporting requirements and penalties for falsifying records. This section is in place from July 6, 2020 (end of the Governor's Executive Order) through January 1, 2023. Employers have 45-days to contest the injury is a workplace injury under this section.</p>	Oppose
SB 1173 (Durazo)	Public Employment: Labor Relations: Employee Information	<p>As amended 8/24/20: When the employee orientation law was signed in 2018 it included a requirement that public agencies share employee information of existing employees with unions at least every 120 days and every 30 days for new employees. This bill would have imposed liability on a public employer for violations of the requirements if the violations occurred 3 or more times in a 12-month period. The employer would have been liable for the reasonable expenses of an employee organization incurred in enforcing its rights, including staff time and payments to associated counsel.</p>	Dead
			Oppose

COST/COST-
SAVINGS

Likely increased
workers'
compensation
costs

Chaptered

Potential
increased costs
for union
employers

BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
SB 1383 (Jackson)	Unlawful Employment Practice: California Family Rights Act	HUMAN RESOURCES AND PERSONNEL As chaptered 9/17/20: Existing law prohibits an employer who employs 25 or more employees working at the same location from discharging or discriminating against an employee who is a parent of a child of the age to attend a licensed child care provider or in kindergarten or grades 1 to 12 for taking off up to 40 hours each year to find, enroll, or reenroll their child in a school, to participate in school activities, or address emergency situations at school, subject to specified conditions. Employees may be required to use vacation or other paid time off when taking time off under these provisions and authorizes the use of unpaid time off, to the extent made available by the employer. This bill would apply these provisions to employers with five or more employees and would authorize an employee to take off time in excess of 40 hours in the case of a school closure due to an emergency declaration by a federal, state, or local government agency, up to the duration of the emergency.	Oppose	Chaptered	<i>Potential cost increase for small employers for maintaining health insurance for employees on leave</i>
SB 1416 (Bradford)	Assault and Battery of a Public Utility Worker	As amended 3/25/20: Creates criminal penalty enhancements for assault of a utility worker, engaged in the performance of their duties. This measure was not heard and is dead for the year.	Support	Dead	<i>Unknown cost savings from prevention of injury to utility workers</i>
AB 1111 (Friedman)	Office of Outdoor Recreation	PARKS, CEMETERIES, AND COMMUNITY ENRICHMENT As amended 8/12/19: This measure would have created the Office of Outdoor Recreation to support the outdoor recreation economy and foster related business, equitable and inclusive outdoor recreation opportunities and collaboration with public and private entities among other activities. It created an advisory committee to support the new office.	Support	Dead	<i>No direct fiscal impacts</i>

PUBLIC WORKS AND FACILITIES					
BILL/AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 570 (Aguiar-Curry)	Communications: Broadband Services: California Advanced Services Fund	As amended 8/21/20: This was a companion measure to CSDA supported ACA 1 (the 55% bond/parcel tax measure). This measure has since been amended to give new direction to the California Advanced Services Fund and CSDA then took a neutral position.	Neutral	Dead	Potential Significant Revenue Gains
AB 584 (Gallagher)	Paradise Irrigation District: Water Pipeline: Design- Build Process	As amended 1/6/20: This bill would have authorized the Paradise Irrigation District to utilize the design-build project delivery process to assign contracts for the construction of a water conveyance pipeline from the Town of Paradise to the City of Chico.	Support	Dead	Potential single district cost savings
AB 1251 (Santiago)	Planning and Zoning: Housing Development	As amended 9/4/19: This bill was gutted and amended from a bill related to writs of mandates regarding public agency employment issues that had previously been amended to remove CSDA's opposition, into a bill that is now related to city and county planning and zoning requirements.	Neutral	Dead	No direct fiscal impacts
AB 1957 (Gallagher)	Paradise Irrigation District: Water Pipeline: Design- Build Process	As amended 2/14/20: This bill would have authorized the Paradise Irrigation District to utilize the design-build project delivery process to assign contracts for the construction of a water conveyance pipeline from the Town of Paradise to the City of Chico.	Support	Dead	Potential single district cost savings
AB 1958 (Cooper)	State Plan of Flood Control: Facilities	As amended 6/3/20: Would have strengthened protections against unauthorized excavations, cuts, alterations, or destruction of the levee system in order to protect against premature levee failure which could result in flooding, displacement of residents and thousands of dollars of damage to homes and property.	Support	Dead	Unknown cost impacts
AB 2050 (Arambula)	Fresno Metropolitan Flood Control District: Contracts	As amended 5/4/20: Fresno Metropolitan Flood Control District is a special act district. Currently the act allows FMFCD to enter into a contract without public bidding if the contract price is less than \$10,000. Any increase to their purchasing authority to account for rising costs of construction requires legislative amendment. This bill would have increased the contract price to \$25,000 for a contract for materials or supplies or \$10,000 for a contract for the construction or repair of works or improvements.	Support	Dead	Unknown cost impacts

PUBLIC WORKS AND FACILITIES

BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
AB 2186 (Grayson)	Public Contracting: Contractor Retention Withholding	As introduced 2/11/20: Existing law authorizes the legislative body of a local agency to prescribe how the local agency makes payment on a contract with the local agency for the creation, construction, alteration, repair, or improvement of any public structure, building, road, or other improvement of any kind that will exceed a total of \$5,000. This authority is limited by requiring progress payments on the contract not to be made in excess of 95% of the percentage of actual work completed plus a like percentage of the value of material delivered on the ground or stored subject to, or under the control of, the local agency, and unused. Additionally, a local agency shall not withhold less than 5% of the contract price until final completion and acceptance of the project, unless, at any time after 50% of the work has been completed, the local agency finds that satisfactory progress is being made. This bill would have eliminated the above described 95% limitations on a local agency's authority to prescribe payments on these contracts and would have prohibited the local agency from withholding more than 5% of the contract price for contracts for the creation, construction, alteration, repair, or improvement of any public structure, building, road, or other improvement of any kind that will exceed \$5,000 in total costs.	Oppose	Dead	Uncertain cost impacts
AB 2852 (Mullin)	Public Employee Housing: Local Agencies	As amended 5/12/20: Existing law allows for school districts to provide rental housing to their employees under certain circumstance. This bill would have extended that allowance to employees of other school districts, community college districts, cities, counties, and special districts. This bill was not heard and is dead for the year.	Support	Dead	Cost neutral
AB 2987 (Flora)	Local Agency Public Contracts: Bidding Process	As introduced 2/21/20: Would have authorized a public agency, as an alternative to the publication or posting requirement, to meet the notice inviting formal bids requirement by transmitting notice electronically, as specified, and publishing the notice electronically in a prescribed manner on the public agency's internet website at least 14 calendar days before the date of opening the bids.	Support	Dead	Potential cost savings
AB 3290 (E. Garcia)	The Subletting and Subcontracting Fair Practices Act	As introduced 2/21/20: Pursuant to <i>Synergy Project Management, Inc. v. City and County of San Francisco</i> (2019), the Court of Appeal ruled that a public agency may initiate a substitution of a subcontractor under contract to a prime contractor at the agency's discretion. AB 3290 would have reversed this to remove the authority of a public agency to initiate subcontractor substitution.	Oppose	Dead	Potential negative cost impacts

BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
SB 4 (McGuire)	Housing	<p>As amended 4/10/19: Would have contained a package of laws aimed to reduce local discretion for permitting infill housing development. Relevant to special districts, SB 4 would have included a ban on impact fees, except connection and capacity charges for sewer, water, and electrical infrastructure, for "neighborhood multifamily" developments and Transit Oriented Developments (TODs). It would have prevented park and fire districts from collecting impact fees on these developments. Amendments were taken in the Senate Governance and Finance Committee to remove the fee prohibition in the bill until the Department of Housing and Community Development's fee study could be delivered and considered, this moved CSDA to neutral.</p>	Neutral	Dead	<p>Significant costs for impact mitigation on certain developments</p>
SB 952 (Nielsen)	Sales and Use Taxes: Exemption: Back up Electrical Generators	<p>As amended 5/29/20: Would have provided a tax exemption for the sale of, or the storage, use, or consumption of, a backup electrical resource that is purchased for exclusively powering a critical facility by a city, county, city and county, special district, or other political subdivision during deenergization events and the purchaser provides to the seller a written statement with regard to these facts. This bill would have exempted the state from the requirement to reimburse cities and counties for lost tax revenue from the exemption under this act and thereby places the burden of the solution on the back of local government rather than the state or IOU.</p> <p>Suggested amendment: expand the scope of allowed use of generators procured to apply to any power outage event.</p>	Support If Amended	Dead	<p>Potential cost savings</p>

BILL/ AUTHOR	ISSUE	REVENUE DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
AB 11 (Chiu)	Community Redevelopment Law of 2019	<p>As amended 4/11/19: The Community Redevelopment Law of 2019 would have authorized a city or county to propose the formation of an affordable housing and infrastructure agency by adoption of a resolution, notification of the affected agencies and a public hearing. It requires 30 percent of monies raised by tax increment financing of affected entities to be set aside for affordable housing. The Strategic Growth Council (SGC) would have had to approve any new entities, after meeting certain requirements. It contemplated a "pass-through" for the return of any monies contributed by special districts or counties. It relied on Prop 98 back fill to make schools whole.</p> <p>In 2018, a nearly identical measure, AB 3037 (Chiu) stalled in the Assembly Appropriations committee after taking amendments in the Assembly Local Government Committee on April, 25 2018, which attempted to address concerns raised by local governments and labor regarding the mechanics and calculation of the pass-through, among other technical details. CSDA and its local government and labor partners were in the process of offering more amendments to clean up the measure on the same points when it stalled. CSDA and its partners held an oppose-unless amended at that point.</p> <p>AB 11 was amended on April 11, 2019 to address the remaining concerns that CSDA and its local government partners had regarding the technicalities of timely, accurate pass-through payments allowing CSDA to go neutral.</p>	Neutral	Dead	No direct costs as amended
AB 77 (Budget Committee)	Education Omnibus Budget Trailer Bill	<p>As chartered 9/29/20: While the measure has been positively amended, due to a robust advocacy effort by local agencies, it still has major deficiencies; this measure will have the State Controller issue new guidelines for the calculation of excess Educational Revenue Augmentation Funds (ERAF) in five counties: San Francisco, San Mateo, Santa Clara, Napa and Marin. These guidelines will be retroactive one year and are exempt from the Administrative Procedures Act. While it did not ultimately pass, its identical sibling, SB 98 (Budget and Fiscal Review Committee), was signed by the Governor and took effect immediately.</p>	Oppose	Dead	Significant revenue losses for those districts who receive excess ERAF in the bay area

BILL/ AUTHOR	ISSUE	REVENUE DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
AB 89 (Budget Committee)	Budget Act of 2020	As chaptered 6/29/20: This was the 2020-21 budget bill Jr., which contained CSDA's amended control language pertaining to requirements for the \$50 million appropriation for community power resiliency to support local governments in preparing for and responding to power outage events, including special districts who operate critical facilities or infrastructure per the California Public Utility Commission's deenergization guidelines.	Watch	Chaptered	Funding available to eligible special districts to prepare and respond to PSPS events
AB 107 (Budget Committee)	State Government	As chaptered 9/29/20: Allows counties to safely conduct assessment appeals hearings and ensures that boards are able to finalize rulings on appeals that are nearing the statutory deadline.	Support	Chaptered	Protects against potential revenue losses associated with the assessment appeals process
AB 217 (Burke)	Income Tax Credits	As amended 6/13/19: Previously AB 217 (E. Garcia), would have created a Safe and Affordable Drinking Water Fund that would have funded projects to secure access to safe drinking water for all Californians. Previously the bill specified that fees on dairy and fertilizer production and a \$.50 per service connection per month on all public water systems would fund the Fund. AB 217 was gutted-and-amended to become an unrelated bill on income tax credits authored by Assembly Member Burke.	Neutral	Dead	Neutral cost impacts as amended
AB 291 (Chu)	Local Emergency Preparedness and Hazard Mitigation Fund	As amended 1/23/20: Would have established a Local Emergency Preparedness and Hazard Mitigation Fund, upon appropriation by the Legislature, to support staffing, planning, and other emergency mitigation priorities to help local governments meet emergency management, preparedness, readiness, and resilience goals. If an eligible local government does not have a local hazard mitigation plan, multiyear training and exercise plan, and threat and hazard identification and risk assessment plan it would have allowed monies allocated from the Fund to develop a plan.	Support If Amended	Dead	Potential additional funding for plan development

REVENUE DESCRIPTION

BILL/AUTHOR	ISSUE	CSDA POSITION	STATUS	COST/COST-SAVINGS
-------------	-------	---------------	--------	-------------------

AB 402 (Quirk)	State Water Resources Control Board: Local Primary Delegation: Funding Stabilization Program	Neutral	Dead	No direct fiscal impacts
AB 1253 (Santiago)	Personal Income Tax: Additional Tax	Neutral	Dead	No direct fiscal impacts
AB 1484 (Grayson)	Mitigation Fee Act: Housing Developments	Oppose	Dead	Significant costs and revenue losses for mitigation fees, connection and capacity charges

BILL/ AUTHOR		ISSUE	REVENUE DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 1924 (Grayson)	Housing Development: Fees	As introduced 1/14/20: Required that impact fees for housing development projects be proportionate to the square footage of the proposed unit or units. The bill did not appear to affect Quimby, capacity or connection fees. Some suggested amendments could have included delayed implementation, clarification that it would be prospective, accountability and metrics to learn if policy objective was met, and/or sunset review.	Oppose Unless Amended	Dead	Unknown costs for changing calculation of impact fees	
AB 2107 (Rodriguez)	Local Government: Securitized Limited Obligation Notes	As chartered 9/29/20: Reauthorizes a statute that expired December 31, 2019, which authorizes a special district to issue securitized limited obligation notes (SLONs) for the acquisition or improvement of land, facilities, or equipment. These notes must mature within 10 years and can be issued to a cumulative \$2 million dollars outstanding at one time. They can be secured with any available revenues. Reinstate these notes for 5 more years.	Sponsor	Chartered	Potential cost savings from borrowing costs and opportunity costs	
AB 2722 (McCarty)	Development Fees and Charges: Deferral	As introduced 2/20/20: Would have prohibited the collection of development fees, for 20 years, by a local agency that did not meet its regional housing needs goal during the most recent regional housing needs assessment cycle. While special districts do not have to meet these housing needs goals, the land use authority may not be able to collect and pass on those development fees to the districts as the bill was originally drafted.	Oppose	Dead	Significant revenue losses	
AB 3145 (Grayson)	Local Government: Housing Development Projects: Fees and Exactions Cap	As introduced 2/21/20: Would have prohibited a city or county from imposing fees on certain housing developments, including Quimby park fees, impact mitigation fees, and connection and capacity charges, if the total dollar amount of the fees on a proposed housing development is greater than 12 percent of the city's or county's median home price. Would have required all local agencies to post their fees on their website expressed as a percentage of the median housing cost of the that city or county. The Attorney General would have been empowered to enforce this law.	Oppose	Dead	Significant revenue losses related to development fees	
AB 3147 (Gabriel)	Fees for Development Projects	As introduced 2/21/20: Would have allowed for connection and capacity charges to be paid under protest, allowing the fees to be challenged well after the work was completed. This used the current impact fee protest statutes to achieve this. However, the process has not been the same for connection and capacity charges as it is for impact fees historically due to the large investment of this type of infrastructure and the methodology that is used to arrive at these charges.	Oppose	Dead	Significant costs related to connection and capacity	

BILL/ AUTHOR		ISSUE	REVENUE DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 3148 (Chiu)	Planning and Zoning: Density Bonuses: Affordable Housing: Fee Reductions	As introduced 2/21/20: Would have required local agencies to reduce an impact fee or Quimby fee on a sliding scale relative to the target income level of the unit(s) built under a density bonus (low income units vs moderate income units). Specifically, would have exempted connection and capacity charges.	Oppose	Dead	Significant costs related to connection and capacity	
AB 3149 (Gloria)	Mitigation Fee Act: Publicly Available Data	As amended 5/4/20: This measure would have added new and duplicative website mandates, data posting, and notice timeline requirements before a district raised fees. Additionally, would have made any data not posted inadmissible in defense of a protest or "action." This measure was not heard and is dead for the year.	Oppose	Dead	Likely cost burdens from unfunded mandates	
SB 38 (Hill)	Sales and Use Taxes: Consumer Designation: All Volunteer Fire Department	As chartered 9/11/20: Extends the sunset date for 5 more years of the sales tax exemption for fundraisers that all-volunteer fire departments currently enjoy.	Support	Chartered	Cost savings for volunteer fire districts	
SB 45 (Allen)	Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020	As amended 1/23/20: Would have placed the Wildfire, Drought, and Flood Protection Bond Act of 2020 on the ballot and authorize the issuance of bonds to finance projects to restore fire damaged areas, reduce wildfire risk, create healthy forest and watersheds, reduce climate impacts on urban areas and vulnerable populations, protect water supply and water quality, protect rivers, lakes, and streams, reduce flood risk, protect fish and wildlife from climate impacts, improve climate resilience of agricultural lands, and protect coastal lands and resources. Suggested amendments: Requesting a definition of local government to be included that specifies special districts, which would clean up eligibility issues.	Support If Amended	Dead	Would have provided significant opportunity for additional funding	
SB 74 (Budget and Fiscal Review Committee)	Budget Act of 2020	As chartered 6/29/20: This was the 2020-21 budget bill, which contained a \$50 million appropriation for community power resiliency to support local governments in preparing for and responding to power outage events, including special districts who operate critical facilities or infrastructure per the California Public Utility Commission's deenergization guidelines.	Watch	Chartered	Allocates funds for special district PSPS mitigation	

BILL/ AUTHOR	ISSUE	REVENUE DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
SB 98 (Budget and Fiscal Review Committee)	Education Finance: Education Omnibus Budget Trailer Bill	As chaptered 6/29/20: While the measure has been positively amended, due to a robust advocacy effort by local agencies, it still has major deficiencies; this measure will have the State Controller issue new guidelines for the calculation of excess Educational Revenue Augmentation Funds (ERAF) in five counties: San Francisco, San Mateo, Santa Clara, Napa and Marin. These guidelines will be retroactive one year and are exempt from the administrative procedures act. This measure was signed by the Governor and took effect immediately.	Oppose	Chaptered	Likely significant revenue losses to districts in 5 bay area counties that currently receive excess ERAF
SB 804 (Wiener)	Public Capital Facilities: Electric Utilities: Rate Reduction Bonds	As amended 3/16/20: Would have extended existing authority to issue rate reduction bonds to certain publicly owned electric utilities. This measure was not heard and is dead for the year.	Support	Dead	Cost savings for public utilities
SB 815 (Budget and Fiscal Review Committee)	State Government	As amended 8/27/20: Similar to Assembly Bill 107 (Budget Committee), this measure would have allowed counties to safely conduct assessment appeals hearings and would have ensured that boards would have been able to finalize rulings on appeals that were nearing the statutory deadline.	Support	Dead	Protects against potential revenue losses associated with the assessment appeals process
SB 928, 929, 930 (Governance and Finance Committee)	Validations	As chaptered 9/24/20: Enact the Validating Acts of 2020, which legally confirm the organization, boundaries, acts, proceedings, and bonds of government agencies, protecting investors from minor errors.	Support	Chaptered	Protects special districts from potential litigation
SB 939 (Wiener)	Emergencies: COVID-19: Commercial Tenancy Evictions	As amended 5/29/20: Would have prohibited evictions of private or commercial tenants during the state of emergency related to COVID-19. Also authorized a commercial tenant that is a small business or is an eating or drinking establishment, place of entertainment, or performance venue that meets certain financial criteria, to engage in negotiations with its landlord to modify rent or other economic requirements, which could result in the tenant terminating the lease under certain circumstances. The above provisions all carried penalties for non-compliance. This measure was held under submission in Senate Appropriations and is dead for the year	Oppose Unless Amended	Dead	Significant revenue losses for those districts that have commercial tenants

REVENUE DESCRIPTION		CSDA POSITION		STATUS		COST/COST-SAVINGS	
BILL/AUTHOR	ISSUE	DESCRIPTION	POSITION	STATUS	STATUS	COST/COST-SAVINGS	COST/COST-SAVINGS
SB 998 (Moorlach)	Local Governments Investments	As chartered 9/28/20: Increases Cities and Special Districts cap on investments in commercial paper to 40% for those agencies that have \$100,000,000 or more of investment assets under management (AUM). Those with less in AUM remain at 25%. Restricts investing more than 10% of an agency's total investment assets in the commercial paper and the medium-term notes of any single issuer. Includes recognized California Indian tribes within the definition of local agency for purposes of investing in shares of beneficial interest issued by a joint powers authority. Allows the holding of zero or sub-zero interest rate securities.	Support	Chartered		Potential opportunity cost savings and other potential revenue gains due to investment choices	
SB 1067 (Moorlach)	Local Agencies: Refunding Bonds: Pension Obligations	As amended 5/6/20: Would have prospectively required that refunding bonds that were to be used to refund pension obligation bonds be approved by 55 percent of the voters and have a maturity date of more than 36 months after the date the bonds are issued. It would have also required a public notice mandate. This measure was not heard and is dead for the year.	Oppose	Dead		Costs related to new mandates on pension obligation bonds	
SB 1171 (Nielsen)	Reclamation Districts: Formation of Improvement Districts	As amended 3/25/20: Would have authorized the board of directors of a reclamation district to form an improvement district to incur a bonded indebtedness for the acquisition, construction, completion, or repair of improvements, works, or property to be payable from taxes levied upon less than all of the lands within the reclamation district. This measure was not heard and is dead for the year.	Support	Dead		Likely revenue gain for reclamation districts	
SB 1300 (Skinner)	Redevelopment Agency Dissolution: City of Hercules Finding of Completion	As amended 5/22/20: Would have specified a redevelopment successor agency, with the approval of the Department of Finance (DOF), to be eligible for a finding of completion if it has entered into an agreed-upon written installment payment plan with the DOF and is in compliance with that plan. This measure was held under submission in the Senate Appropriations Committee and is dead for the year.	Oppose	Dead		Likely some revenue loss to those districts within the boundaries of this RDA successor	
SB 1431 (Glazer)	Property Taxation: Reassessment: Disaster Relief	As amended 5/6/20: Current law allows a property owner whose property was damaged or destroyed without their fault, to apply for reassessment of that property. This bill would have expanded these provisions to include diminution in the value of property as a result of the COVID-19 pandemic retroactive to April 5, 2020, and authorize a person to submit an application for reassessment in connection with the COVID-19 pandemic within the later of 12 months of the bill's effective date or the time specified in the county's ordinance. This measure was held under submission in Senate Appropriations and is dead for the year.	Oppose	Dead		Likely significant property tax revenue losses statewide	

BILL/ AUTHOR		ISSUE	REVENUE DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
SCA 3 (Hill)	Property Taxation: Change in Ownership: Inheritance Exclusion	As introduced 12/4/18: The California Constitution specifies certain transfers of real property that are not deemed to be a "purchase" or "change in ownership" of a property for the purpose of reassessment of property value and therefore ad valorem property tax. These exceptions include the transfer of a principal residence to children or grandchildren up to the first \$1,000,000 of value. SCA 3 would have limited this exclusion to those properties that the recipient uses as their actual principal residence, potentially dramatically increasing local property tax revenues. The LAO estimated the total revenue to be \$1.5 Billion annually.	Support	Dead	Significant Property Tax Revenue Losses statewide	
SCA 4 (Galgiani)	The California Fairness and Primary Residence Act	As introduced 2/25/19: Would have limited the exclusion for the purchase or transfer of a principal residence between parents and their children and between grandparents and their grandchild or grandchildren to instances in which the residence continues as the principal residence of the transferee. (revenue gain) Would have allowed the base year value of property eligible for the homeowner's exemption of any person who is severely disabled or over 55 years of age to be transferred to any replacement dwelling, regardless of the number of prior transfers or the value of the replacement property or whether the replacement property is located within the same county. (revenue loss)	Oppose	Dead	Likely significant net losses to districts in those counties that were recipient counties of property tax portability homeowners	
WATER, CONSERVATION, AND OPEN SPACE						
AB 231 (Mathis)	California Environmental Quality Act: Exemption: Recycled Water	As introduced 1/17/19: Would have exempted a project from CEQA to construct or expand a recycled water pipeline to mitigate drought conditions when a state of emergency has been proclaimed by the Governor. Under AB 231, an exempted project would have had to be located on or adjacent to a critically overdrafted groundwater basin or a project where the construction impacts are fully mitigated and does not affect wetlands or sensitive habitat.	Support	Dead	Unknown cost impacts	
AB 292 (Quirk)	Recycled Water: Raw Water and Groundwater Augmentation	As amended 6/20/19: Would have updated the definition of potable reuse of recycled water by including raw water augmentation, treated drinking water augmentation, groundwater augmentation, or reservoir water augmentation within the definition of recycled water and deletes direct and indirect potable reuse. AB 292 would have updated and simplified the definition of potable reuse thereby facilitating communication with ratepayers, stakeholders and the public.	Support	Dead	No cost impacts	

BILL/ AUTHOR	ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST- SAVINGS
AB 405 (B. Rubio)	Sales and Use Taxes: Exemption: Water Treatment	As amended 4/25/19: Would have provided a sales and use tax (SUT) exemption for chemicals and other agents used by a city, county, public utility or sanitation district to treat water, recycled water or wastewater until January 1, 2025. This SUT exemption would have been available regardless of whether those chemicals or agents become a component of water and whether the treatment takes place before or after delivery to consumers.	Support	Dead	Potential cost savings
AB 533 (Holden)	Income Taxes: Exclusion: Turf Removal Water Conservation Program	As amended 4/4/19: Would have extended the sunset date for a gross income exclusion for amounts received from a local water agency or supplier as part of a turf removal water conservation program. Currently, financial incentives on energy conservations are tax-exempt. This would have brought greater parity to incite participation and public support for programs that fundamentally change long-standing water-use practices.	Support	Dead	Potential cost savings
AB 1204 (B. Rubio)	Public Water Systems: Primary Drinking Water Standards: Implementation Date	As Introduced 2/21/19: Would have required the adoption or amendment of a primary drinking water standard for a contaminant in drinking water not regulated by a federal primary drinking water standard or that is more stringent than a federal primary drinking water standard to take effect 3 years after the date on which the state board adopts or amends the primary drinking water standard and would have authorized the state board to delay the effective date of the primary drinking water standard adoption or amendment by no more than 2 additional years as necessary for capital improvements to comply with a maximum contaminant level or treatment technique.	Support	Dead	Unknown cost impacts
AB 1672 (Bloom)	Solid Waste: Premoistened Nonwoven Disposable Wipes	As amended 7/9/20: Would have required, commencing January 1, 2021, certain nonwoven disposal products to be labeled clearly and conspicuously to communicate that they should not be flushed and would prohibit a covered entity from making a representation about the flushable attributes, benefits, performance, or efficacy of those nonwoven disposal products.	Support	Dead	Potential cost savings to impacted districts

BILL/ AUTHOR		ISSUE		DESCRIPTION		WATER, CONSERVATION, AND OPEN SPACE		CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 2095 (Cooper)	Public Water Systems: Reduction of Water Charges: Customers Impacted by COVID-19	As amended 5/4/20: Originally, would have authorized the legislative body of local agency to pass an ordinance making violation of an ordinance regarding water theft subject to an administrative fine or penalty: 1) not exceeding \$1,000 for a first violation, 2) not exceeding \$2,000 for a second violation of the same ordinance within one year, and 3) not exceeding \$3,000 for each additional violation of the same ordinance within one year. This bill was later a gut and amend that would have authorized a public water system to reduce the water charges imposed on a customer impacted by COVID-19 during the duration of the impact, provided that the reduction does not increase the water charges imposed on another ratepayer.	Support In Concept	Dead	Uncertain cost impacts					
AB 2519 (Wood)	Conservation Projects: Grants: Advance Payments	As Amended 6/4/20: Would have required the Natural Resources Agency, the State Coastal Conservancy, the Department of Water Resources, and the State Water Resources Control Board, when awarding grants for conservation projects, to provide an advance payment of up to 25 percent of the total grant award if requested by a grant recipient and would require the recipient to submit specified reports of the use of funds to the granting entity. "Conservation project" means a conservation project that enhances climate resilience, restores watersheds, or protects and preserves natural lands.	Support	Dead	Cost benefit for a single district service					
AB 2560 (Quirk)	Water Quality: Notification Levels and Response Levels	As chaptered 9/30/20: This bill requires the State Water Resources Control Board (State Water Board) to post on its internet website and distribute through email information when it initiates the development of a Notification Level (NL) or Response Level (RL) for a contaminant. Specifically, this bill requires the State Water Board to do all of the following: 1) Post on its internet website and distribute through e-mail information explaining it has initiated the development of a NL or RL. 2) Post on its internet website and distribute through e-mail a notice that a draft NL or RL is available, including documents that were used to support the draft NL or RL, and whether or not those documents were peer reviewed. 3) Include, prior to finalizing a NL or RL, as an information item, the draft NL or RL at a regularly noticed meeting.	Support	Chaptered	No cost impact					

BILL/ AUTHOR		ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
AB 3030 (Kalra)	Resource Conservation: Land and Ocean Conservation Goals	As amended 8/13/20: This bill would have restricted commercial fishing activities which could have adversely impacted revenue for many ports and harbor districts and additionally made broad declarative statements regarding protecting the state's water that could have resulted in additional authority for regulatory bodies to impose further restrictions through regulations or rulemaking on local water agencies and create more grounds for litigation. CSDA is supportive of ACWA's proposed amendments that nothing in the bill is intended to affect the state's existing authority or otherwise grant additional authority to state agencies or override existing water rights.	Oppose	Dead	Potential significant cost impacts to some districts	
SB 414 (Caballero)	Small System Water Authority Act of 2019	As amended 6/25/19: Would have created the Small System Water Authority Act, which would allow the State Water Resources Board to consolidate clusters of small water systems that have chronically failed to provide safe and affordable drinking to their customers. These small, failing systems would be reformed into a single Small System Water Authority, benefiting from economies of scale and improved governance and accountability. SB 414 is substantially similar to AB 2050 (Caballero, 2018), which CSDA supported. AB 2050 was vetoed by the Governor.	Support	Dead	Potential cost savings to water systems in out years	
SB 971 (Hertzberg)	Small Water Supplier and Countywide Water Shortage Contingency Planning	As introduced 2/11/20: Would have enacted recommendations from the Department of Water Resources (DWR) forthcoming County Drought Advisory Group report, which was required by AB 1668 (Friedman, 2018) (Ch. 15, Statutes of 2018) by 1) requiring a small water supplier, with 1,000 to 2,999 service connections, to prepare and adopt a water shortage contingency plan, 2) small water suppliers with 15 to 999 service connections to take specific actions related to water shortage planning and response, and 3) requiring a county at risk of drought or water shortage to include drought and water shortage planning information in the county's existing planning processes and establish a county drought and water storage task force. The county drought and water storage task force would have been comprised of representatives from local governments, community-based organizations, local water suppliers, and members of the public. Additionally, SB 971 would have required DWR, in consultation with the State Water Board and relevant state agencies, to establish an inter-agency drought and water storage task force to facilitate state planning and coordination for pre-drought planning and post-drought emergency response.	Support In Concept	Dead	Unknown cost impacts	

WATER, CONSERVATION, AND OPEN SPACE		ISSUE	DESCRIPTION	CSDA POSITION	STATUS	COST/COST-SAVINGS
BILL/AUTHOR SB 996 (Portantino)	State Water Resources Control Board: Constituents of Emerging Concern Program	As amended 4/1/20: Would have required the State Water Resources Control Board (State Water Board) to establish the Constituents of Emerging Concern Program to assess the state of information and recommend areas for further study on constituents of emerging concern in drinking water that may pose risks to public health. Additionally, it would have required the State Water Board to establish the Stakeholder Advisory Group and the Science Advisory Panel to assist in the gathering and development of information for the program. Opportunities for public participation would have been required, including conducting stakeholder meetings and workshops to solicit relevant information and feedback for development and implementation of the program.	Support	Dead	No cost impact	
SB 1052 (Hertzberg)	Water Quality: Municipal Wastewater Agencies	As introduced 2/18/20: Would have authorized municipal wastewater agencies to enter into voluntary agreements with entities responsible for storm water management including municipal, industrial, and commercial storm water dischargers to more effectively manage storm water and dry weather runoff. Any agreement made under these provisions would have been voluntary.	Support	Dead	No cost impact	

CALIFORNIA LIBRARY ASSOCIATION LEGISLATIVE PRIORITIES 2021

Presented by the Advocacy & Legislative Committee to further the mission of California libraries

The California Library Association Executive Board works with the CLA Advocacy & Legislative Committee, CLA lobbyists and association members to make a difference for California libraries and the communities they serve, working primarily at the state level; some support is offered for local and national advocacy. CLA is a non-partisan organization.

CLA supports local libraries and their advocates in building strong relationships with communities, legislators and leaders through **Day in the District** and other outreach.

CLA actively advocates for:

1. Restoration of Funding

- a. Full restoration of California Library Services Act: \$3,630,000
To support resource sharing of electronic and physical items among all libraries.
- b. Lunch at the Library: \$1,250,000
Serving nearly 300,000 meals to children at 219 public libraries, and over 32,000 children attending programs to stop the summer slide while getting their meals.
- c. Zip Books: \$750,000
Serving over 45,000 people in 83% of California counties and 327 public libraries. Focus is on rural and underserved populations who cannot get to a library.
- d. Career Online High School: \$750,000
California adults complete their high school diploma online, with 793 students graduating and able to move on to post-secondary degrees. 28 California Counties participating, with local matching funds.

2. Equitable Access to Critical Library and Information Services

- a. Broadband Equity for California Communities
WiFi, lendable hotspots and broadband to support education, workforce development, and community well-being.
- b. Equip California Libraries to Address Disaster and Infrastructure Needs
Funding for generators, communication, air filters, PPE, etc.
- c. Lifelong Learning
Support for early education, adult and youth literacy in all its forms; career support and economic development; after-school programming; veterans services; and assistance to vulnerable populations.

CLA generally supports the positions taken by the American Library Association in other key action areas, including:

- **Equity, inclusion and anti-racism**
- **Intellectual Freedom**
- **Privacy**
- **Net Neutrality**

CLA also monitors all state legislation that may impact items on the above list or that are identified as having an impact on libraries, library funding and/or library staff.

Approved and adopted by the CLA Executive Board on October 26, 2020