

2
3 ORDINANCE NO. 654.8

4 AN ORDINANCE OF THE COUNTY OF RIVERSIDE

5 AMENDING RIVERSIDE COUNTY CODE SECTION 4.68.050 AND ORDINANCE NO. 654

6 RELATING TO THE FEE SCHEDULE FOR SERVICES RENDERED

7 BY THE OFFICE OF THE TREASURER-TAX COLLECTOR

8
9 The Board of Supervisors of the County of Riverside ordains as follows:

10 Section 1. Section 4.68.050 of the Riverside County Code is amended in its entirety to read as
11 follows:

12 A. Purpose

13 The purpose of the Ordinance is to establish a schedule of fees, otherwise authorized by
14 law, in the amount reasonably necessary to recover the cost incurred by the County Treasurer-Tax
15 Collector on behalf of the County in providing the products or services enumerated herein.

16 B. Authority

17 The authority for the fees established herein is found in the California Government Code,
18 Sections 6157, 54985, 54986, 66010 et seq., 66016, and 66451.2, and the California Revenue and
19 Taxation Code, Sections 162, 2509.1, 2511.1 2706, 2922, 4151, 4217, 4674, 4837.5 and 5832.

20 C. Fee Schedule

21 The Treasurer-Tax Collector will hereafter collect the following fees for the services or
22 product rendered:

<u>Product/Services</u>	<u>Fee</u>
1. Certified Copy of Assessment	\$ 1.00
2. Microfiche Copy (Per Assessment)	\$ 11.50
3. Microfilm Copy (Per Assessment)	\$ 22.50
4. Photocopy-First Page	\$ 1.50
Each Additional Page	\$.75
5. Duplicate Tax Bill	\$ 2.00

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



315

FROM: Treasurer-Tax Collector

SUBMITTAL DATE: May 15, 2003

SUBJECT: Proposed amendment to Ordinance No. 654.7 relating to certain Treasurer-Tax Collector Fees

RECOMMENDED MOTION: (1) That the Board introduce proposed Ordinance No. 654.8 amending Ordinance 654.7, relating to the Fee Schedule for services rendered by the Office of the Treasurer-Tax Collector; (2) That the Board set the proposed ordinance amendment for public hearing and adoption.

BACKGROUND:

The proposed ordinance adjusts and updates certain fees originally established in 1992, and amended in 1994, 1999, 2001 and 2002. Documentation of the department's costs relating to these fees is provided on the attachments and is available for public inspection during normal business hours.

SUMMARY OF FEE MODIFICATIONS:

Eighteen (18) existing fees were reviewed to determine the cost of providing those services. One (1) new fee of the proposed amended ordinance has been added. This cost is established by 2511.1 of the Revenue and Taxation Code. Eleven of the existing fees increased, reflecting the increased costs of agreements with the county's employee unions and other operating costs. Of the remaining seven, three decreased, despite those higher costs, as a result of more efficient processing procedures and four remained the same.

Paul McDonnell
Treasurer-Tax Collector

FINANCIAL DATA:

CURRENT YEAR COST	\$ 0	ANNUAL COST:	\$ 0
BET COUNTY COST	\$ 0	IN CURRENT YEAR BUDGET:	Yes
		BUDGET ADJUSTMENT FY:	No

SOURCE OF FUNDS:

E.O. RECOMMENDATION: APPROVE

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Tavaglione, seconded by Supervisor Venable and duly carried by unanimous vote, IT WAS ORDERED that the above ordinance is approved as introduced, and is set for public hearing on Tuesday, July 15, 2003 at 10:00 a.m.

Ayes: Buster, Tavaglione, Venable, Wilson and Ashley
 Noes: None
 Absent: None
 Date: June 17, 2003
 xc: Treasurer-Tax Collector, COB (2)

Nancy Romero
Clerk to the Board
By:
Deputy

AGENDA NO.

Prev. Agn. ref.

Dist.

ROBERT E. BIRD, AUDITOR-CONTROLLER
 BY: Deputy
 FORM APPROVED COUNTY COUNSEL
 Consent Policy
 Policy
 Consent
 Department Recommendation:
 Per Executive Office:

POLICY EXCEPTION:

In Accordance with Board Policy B-4, the existing fees have been calculated to recover the full cost of providing the enumerated services. Two existing fees that have been set below their full costs are for the establishment of non-interest bearing installment payment plans. These plans are established under State law when the Assessor produces an "escape" assessment for one or more prior years. In many cases, the "escape" comes as a shock to the taxpayer. We have set these fees at a level, which we believe to be reasonable, given the nature of the associated service. In addition, the additional fee to the proposed amended ordinance has been calculated to recover the costs expended to satisfy the requirements of Revenue and Taxation Code Section 2511.1

**Riverside County Treasurer-Tax Collector's Office
Schedule of Fees for Products and Services
2003 vs. 2004**

DESCRIPTION OF PRODUCT OR SERVICE	2003 CURRENT FEES	2004 PROJECTED FEES
CERTIFICATION (PER ASSESSMENT)	\$1.00	\$1.00
MICROFICHE COPY (PER ASSESSMENT)	\$14.50	\$11.50
MICROFILM COPY (PER ASSESSMENT)	\$19.00	\$22.50
PHOTOCOPY OF A DOCUMENT EACH ADDITIONAL PAGE	\$1.50 \$0.75	\$1.50 \$0.75
DUPLICATE TAX BILL	\$1.50	\$2.00
COMPUTER COPY	\$1.50	\$1.50
PROCESSING UNPAID NEGOTIABLE PAPER	\$68.00	\$75.00
PROCESSING FINAL SUB-DIVISION MAPS (PER MAP)	\$48.00	\$65.00
SUBSEQUENT TAX CLEARANCE CERTIFICATES	\$24.00	\$27.50
REVIEW OF EXCESS PROCEEDS	\$92.50	\$186.00
INSTALLMENT PAYMENT PLAN START-UP	\$50.00	\$30.00
INSTALLMENT PAYMENT PLAN ANNUAL MAINT. FEE	\$23.00	\$30.00
UNSECURED FIELD COLLECTIONS	\$41.50	\$42.00
BULK TRANSFERS	\$18.00	\$36.50
4 YEAR PAYMENT PLAN START-UP	\$30.00	\$40.00
4 YEAR PAYMENT PLAN ANNUAL MAINT. FEE (YEAR 2-4)	\$30.00	\$40.00
4 YEAR PAYMENT PLAN ANNUAL MAINT. FEE (YEAR 5)	\$30.00	\$40.00
PREPARATION OF DELINQUENT TAX RECORD	\$20.00	\$20.00
MERCHANT CHARGEBACKS	\$0.00	\$12.00