

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



**FROM:** Clerk of the Board

**SUBMITTAL DATE:**  
October 30, 2008

**SUBJECT:** Ordinance No. 882, an Ordinance of the County of Riverside Establishing Fees and Charges for Miscellaneous Clerk of the Board services

**RECOMMENDED MOTION:** That the Board re-introduce and on successive week adopt Ordinance 882, an Ordinance of the County of Riverside Establishing Fees and Charges for Miscellaneous Clerk of the Board services.

FORM APPROVED COUNTY COUNSEL  
BY: [Signature] 10/30/08  
DATE  
JOE S. RANK

Departmental Concurrence

[Signature]  
Nancy Romero, Clerk of the Board

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ NA	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ NA	Budget Adjustment:	No
	Annual Net County Cost:	\$ NA	For Fiscal Year:	08-09

<b>SOURCE OF FUNDS:</b> NA	<b>Positions To Be Deleted Per A-30</b> <input type="checkbox"/>
	<b>Requires 4/5 Vote</b> <input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE  
[Signature]  
BY: Christopher M. Hans

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Buster, seconded by Supervisor Stone and duly carried, IT WAS ORDERED that the above ordinance is approved as re-introduced with waiver of the reading

Ayes: Buster, Stone, Wilson, and Ashley  
Nays: None  
Absent: Tavaglione  
Date: November 4, 2008  
xc: Clerk of the Board ✓

Nancy Romero  
Clerk of the Board  
By: [Signature]  
Deputy

**Prev. Agn. Ref.:** | **District:** | **Agenda Number:**

**3.14**

**Background**

The office of the Clerk of the Board is authorized to charge and recover the cost of services provided under the same State statutes (Exhibit 1) empowering the County Clerk to recover specified charges for like services.

The Clerk of the Board fees were established in 1993 as part of Ordinance 729 (**Attachment A**) and have not been increased since that time. Currently, the Assessor-Clerk-Recorder's office has an amendment to Ordinance 729, which includes the deletion of the Clerk of the Board fees. To that end, we are introducing **Ordinance 882**, an Ordinance of the County of Riverside, Establishing Fees and Charges for Miscellaneous Services of the Clerk of the Board Office.

**Current Fees**

**Proposed Fees**

• Photocopies		
• First Page	\$ .50	\$ .50
• Each Additional Page	\$ .10	\$ .10
• Record Search	\$ 5.00	\$5.00 per G.C. 26854
• Copy Certification	\$ 1.75	\$1.75 per G.C.26833
• Compare with Original	\$ .50 per page	\$.50 per page per G.C. 26837
• Statement of Economic Interest	\$ .10 per page	\$.10 per page per G.C. 81008
• Retrieval of Statements which are 5 years or more old		\$5.00 per G.C. 81008
• Audio Tape Reproduction	\$12.50 per tape	\$1.00 per tape
• <b>DVD Reproduction</b>	<b>\$12.50 per session</b>	<b>\$1.00 per DVD</b>
• Return Check Fee	\$10.00	<b>\$25.00</b>
• Board of Supervisors Agendas & Statement of Proceedings (mailed)	\$95.00 per year each	\$95.00 per year each
• Board Packet Service	\$600.00 per year	\$600.00 per year

**Media**

A **new** charge to be established for Tape Cassette and DVD reproduction to cover the "direct cost" of duplication.

ORDINANCE NO. 882  
AN ORDINANCE OF THE COUNTY OF RIVERSIDE,  
ESTABLISHING FEES, CHARGES AND RATES FOR MISCELLANEOUS CLERK OF THE  
BOARD SERVICES

The Board of Supervisors of the County of Riverside, State of California, Ordains that Ordinance No. 882 is as follows:

Section 1. PURPOSE AND SCOPE

The purpose of this section is to establish fees in reasonable amounts to cover the costs of rendering miscellaneous services by the Clerk of the Board as authorized by Gov. Code Sec. 26831, 26833, 26837, 26854, and 81008.

Section 2. SEVERABILITY

Should any fee herein established be held to be invalid or otherwise unenforceable, such determination shall not affect the validity of all remaining fee provisions.

Section 3. LISTING NOT COMPREHENSIVE

This Ordinance is not intended to contain all fees that are or may be charged for services and supplies by the Clerk of the Board and to the extent that other fees are customarily charged or are established elsewhere and are not listed below, all such fees, charges, and rates shall remain in full force and effect.

Section 4. FEES AND CHARGES

- |  |  |
|--|--|
| 1. Photocopies   | \$ .50 for first page and \$.10 for each additional page |
| 2. Record Search/Retrieval   | \$5.00   |
| 3. Copy Certification  | \$1.75   |
| 4. Compare with Original   | \$ .50 per page  |
| 5. Statement of Economic Interest  | \$ .10 per page  |
| 6. Retrieval of Statement of Economic Interest which are 5 years or more old | \$5.00   |
| 7. Audio Tape Reproduction   | \$1.00 per tape  |
| 8. DVD Reproduction  | \$1.00 per DVD   |
| 9. Return Check Fee  | \$25.00  |
| 10. Board of Supervisors Agendas & Statement of Proceedings (mailed)         | \$95.00 per year each                                    |

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28

This Ordinance shall take effect 30 days after the date of adoption.

FORM APPROVED COUNTY COUNSEL  
BY: Joe S Rank 10/30/68  
JOE S. RANK DATE