

FISCAL PROCEDURES APPROVED  
 PAUL ANGULO, CPA, AUDITOR-CONTROLLER  
 BY: *[Signature]*  
 RUSSELL S. DOMINSKI 11-26-13

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

511



**FROM:** Larry W. Ward, Assessor-County Clerk-Recorder  
 Susan D. Harrington, Director, Department of Public Health

**SUBMITTAL DATE:**  
 11/12/2013

**SUBJECT:** Amendment of Riverside County Ordinances 729 and 734 related to establishing fees of the Assessor-County Clerk-Recorder and Department of Public Health

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Waive Board Policy A-67 concerning the initiation of ordinance amendments;
2. Introduce and adopt on successive weeks, Riverside County Ordinance No. 729.7, amending Ordinance No. 729.6 to amend the statutory fees set by the State; and
3. Introduce and adopt on successive weeks, Riverside County Ordinance No. 734.14, amending Ordinance No. 734.13 to amend the statutory fees set by the State.

**BACKGROUND:**

Summary

In 2011, the State Assembly passed Assembly Bill 1053, which increased the base fees for certified copies of birth, death, and fetal death record. These increases were effective January 1, 2012, January 1, 2013 and another increase is effective January 1, 2014.

Departmental Concurrence

*[Signature]*  
 Name LARRY WARD  
 Title ACR

*[Signature]*  
 Name Susan Harrington Harrington  
 Title Director Public Health

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ NA	\$	\$	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ NA	\$	\$	\$	

**SOURCE OF FUNDS:** General Fund **Budget Adjustment:**  
**For Fiscal Year:**

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

APPROVE

BY: *[Signature]*  
 Karen L. Johnson

**County Executive Office Signature**

**MINUTES OF THE BOARD OF SUPERVISORS**

FORM APPROVED COUNTY COUNSEL  
 BY: *[Signature]* 11/12/13  
 DATE  
 L. ALEXANDRA FONG

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.:

District: ALL

Agenda Number:

3-51

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA  
FORM 11: Amendment to Ordinances 729 and 734**

**DATE: 11/12/2013**

**PAGE: 2 of 2**

**BACKGROUND:**

**Summary (continued)**

In 2013, the State Assembly passed Assembly Bill 110, which authorized an annual fee adjustment to the base fee for certified copies of birth, death, fetal death, and still birth certificates, public marriage licenses, permits for disposition of human remains, and the vital and health statistics trust fund. Both of these assembly bills also increased the state's portion of the fees for these certificates. The State will require their increase effective January 1, 2014 even if the locals do not increase the fees.

Riverside County Ordinance Nos. 729 and 734 are only being amended to reflect these state-mandated increases. No other fees are being adjusted in these amendments. County of Riverside is only charging the state-mandated fees, which are uniform throughout the State of California.

The ministerial fees required by *Health and Safety Code* Section 103625 are listed below.

**Ordinance No. 729**

**Copy and Certification of Vital Records**

Birth Certificate, copy or search	28.00
Birth Certificate, Government Agency fee for copy or search	19.00
Death Certificate, copy or search	21.00
Death Certificate, Government Agency fee for copy of search	21.00
Marriage Certificate, copy or search	15.00
Marriage Certificate, Government Agency fee for copy or search	11.00

**New Fees effective 1/1/14 pursuant to State-mandated increases**

**Ordinance No. 734**

**Copy and Certification of Vital Records**

Birth Certificate, copy or search	28.00
Birth Certificate, Government Agency fee for copy or search	19.00
Death Certificate, copy or search	21.00
Death Certificate, Government Agency fee for copy of search	21.00
Fetal Death Certificate	18.00
Permit for Disposition of Remains	12.00

**New Fees effective 1/1/14 pursuant to State-mandated increases**

**Impact on Citizens and Businesses**

The main impact to citizens and businesses is an increase of not more than \$5 for obtaining certified copies of birth, death, fetal death, and still birth certificates, public marriage licenses, permits for disposition of human remains, and the vital and health statistics trust fund.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

Riverside County currently processes certified copies for customers upon request. There is no new or additional cost associated with this fee increase.

1 ORDINANCE NO. 729.7

2 AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING  
3 ORDINANCE NO. 729 ESTABLISHING FEES, CHARGES AND RATES FOR THE  
4 ASSESSOR, COUNTY CLERK AND RECORDER SERVICES

5 The Board of Supervisors of the County of Riverside ordains as follows:

6 Section 1. Subsection c.13. of Section 4 of Ordinance No. 729 is amended to read as follows:

7 13. Death Certificate, copy or search \$21.00

8 Section 2. Subsection c.14 of Section 4 of Ordinance No. 729 is amended to read as follows:

9 14. Death Certificate, copy or search (Government Agency) \$21.00

10 Section 3. Subsection c.15 of Section 4 of Ordinance No. 729 is amended to read as follows:

11 15. Birth Certificate, copy or search \$28.00

12 Section 4. Subsection c.16 of Section 4 of Ordinance No. 729 is amended to read as follows:

13 15. Birth Certificate, copy or search (Government Agency) \$19.00

14 Section 5. Subsection c.17 of Section 4 of Ordinance No. 729 is amended to read as follows:

15 17. Marriage Certificate, copy or search \$15.00

16 Section 6. Subsection c.18 of Section 4 of Ordinance No. 729 is amended to read as follows:

17 17. Marriage Certificate, copy or search (Government Agency) \$11.00

18 Section 7. This ordinance shall take effect thirty (30) days after its adoption.

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22 BOARD OF SUPERVISORS OF THE COUNTY  
OF RIVERSIDE, STATE OF CALIFORNIA

23  
24 By: \_\_\_\_\_  
Chairman

25 ATTEST:  
26 CLERK OF THE BOARD:

27 By: \_\_\_\_\_  
Deputy

28 LAF:sk

November 7, 2013

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FORM APPROVED COUNTY COUNSEL  
BY: Alexandra Fong DATE: 11/8/13  
L. ALEXANDRA FONG

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ORDINANCE NO. 734.14  
AN ORDINANCE OF THE COUNTY OF RIVERSIDE AMENDING  
ORDINANCE NO. 734 RELATING TO ESTABLISHING FEES, CHARGES  
AND RATES FOR COUNTY PUBLIC HEALTH SERVICES AND SUPPLIES

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

Section 1. Section 2. Fees and Charges. of Ordinance No. 734 shall be amended by deleting Schedule 1 and substituting a new Schedule 1, which is attached hereto and incorporated herein as Schedule 1 of Section 2. Fees and Charges.

Section 2. This ordinance shall take effect thirty (30) days after its adoption.

BOARD OF SUPERVISORS OF THE COUNTY  
OF RIVERSIDE, STATE OF CALIFORNIA

By: \_\_\_\_\_  
Chairman

ATTEST:

CLERK OF THE BOARD:

By: \_\_\_\_\_  
Deputy  
(SEAL)

FORM APPROVED COUNTY COUNSEL  
BY: L. ALEXANDRA FONG 11/12/13  
DATE