

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

313



FROM: Larry W. Ward, Assessor-County Clerk-Recorder

SUBMITTAL DATE:
September 11, 2012

SUBJECT: Introduction and Adoption of Amended County of Riverside Ordinances Related to Establishing Fees of the Assessor-County Clerk-Recorder.

RECOMMENDED MOTION:

1. That the Board of Supervisors introduce and set for hearing the adoption of:
 - a. Ordinance 729.6 "Establishing Fees, Charges and Rates for Assessor, County Clerk, and Recorder Services", amending Ordinance 729.5.
 - b. Ordinance 735.2 "Establishing Fees for the Separate Assessment of Timeshare Projects", amending Ordinance 735.1.
 - c. Ordinance 831.2 "Establishing Assessor Fees for Undivided Interests and Separate Valuations", amending Ordinance 831.1.
 - d. Ordinance 891.1 "Establishing Fees, Charges and Rates for Assessor Products and Services", amending Ordinance 891.

2. That upon close of hearing, the Board of Supervisors adopts Ordinances 729.6, 735.2, 831.2 and 891.1.

(Continued on Page 2)
Attachments

Larry W. Ward
Assessor-County Clerk-Recorder

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	12/13

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

C.E.O. RECOMMENDATION: APPROVE
BY:
Karen L. Johnson

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Stone, seconded by Supervisor Benoit and duly carried by unanimous vote, IT WAS ORDERED that the above ordinances are approved as introduced with waiver of reading and are set for public hearing November 6, 2012 at 9:30 a.m.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: October 16, 2012
xc: ACR, COB

Kecia Harper-Ihem
Clerk of the Board
By:
Deputy

Prev. Agn. Ref.: 11/24/09 2.11 | District: All | Agenda Number:

3.46

FISCAL PROCEDURES APPROVED
 BY: PAUL ANGULO, CPA, AUDITOR-CONTROLLER
 BY: RUSSELL S. DOMINSKI, 9-13-12
 Departmental Reference
 FORM APPROVED COUNTY COUNSEL
 BY: Glenn R. Beloitian, 09/12/12
 DATE
 Dept's Recomm.: Consent Policy
 Per Exec. Ofc.: Consent Policy

Re: Introduction and Adoption of Amended County of Riverside Ordinances Related to Establishing Fees of the Assessor-County Clerk-Recorder.

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BACKGROUND:

In accordance with Board Policy B-4 "Rates Charged for Current Services", the Assessor-County Clerk-Recorder evaluated its existing fees for services and determined that certain fees have to be adjusted to reflect current costs and/or legislation. The amended ordinances, containing the proposed fees, will enable the Assessor-County Clerk-Recorder to recover costs to the extent allowed by pertinent government codes and board policies. The approval of these ordinances will result in no additional cost to the County.

Fee Description	Proposed Fee	Current Fee	Ordinance Number
<u>ASSESSOR-COUNTY CLERK-RECORDER - Ord 729</u>			
Requests via the Public Records Act - First Page	\$1.00	\$0.50	729
Requests via the Public Records Act - Per Additional Page	\$0.10	\$0.10	729
Photocopy or System Page Copy - First page	\$1.00	\$1.00	729
Photocopy or System Page Copy - Per Additional Page	\$0.10	\$0.10	729
Bank Returned Item Fee	\$32.00	\$31.00	729
<u>ASSESSOR - Ord 735, 831 & 891</u>			
Separate Timeshare Assessments (initial set-up)	\$20.82	\$14.59	735
Separate Timeshare Assessments (ongoing maintenance)	\$20.82	\$9.38	735
Undivided Interest (initial set-up)	\$98.00	\$177.00	831
Undivided Interest (ongoing maintenance)	\$43.00	\$77.00	831
Separate Valuations	\$137.00	\$247.00	831
Assessor's Map copy	\$6.50	\$3.00	891
Residential Property Characteristics Report per Assessment Number (Completed via ACR Form 145, 402, or 935)	\$15.00	\$15.00	891
Commercial Property Characteristics Report per Assessment Number (Completed via ACR Form 145, 402, or 935)	\$23.00	\$24.00	891
Certification of Assessor Printout Copy (per page)	\$1.00	\$1.00	891
Historical Aircraft Exemption Claim (initial filing)	\$35.00	\$35.00	891
Late Filed Parent-Child and Grandparent-Grandchild Exclusion Reappraisal Reimbursement	\$175.00	\$175.00	891
Request for Assessor Info. via Property Data Center (15 minute minimum; billed in increments of 15 minutes)	\$85/hour	\$117/hour	891

Fee Description	Proposed Fee	Current Fee	Ordinance Number
Request for Assessor Info. via Geographical Info. System (15 minute minimum; billed in increments of 15 minutes)	\$85/hour	\$117/hour	891
Requested Assessor Service Charge	\$85.49/hour	-	891
Requested Assessor Service Overtime Charge	\$128.24/hour	-	891
<u>COUNTY CLERK - Ord 729</u>			
Marriage License	\$90.00	\$68.00	729
Confidential Marriage License	\$100.00	\$76.00	729
Affidavit to amend license (within one year of issue date)	\$11.00	-	729
Affidavit to amend license (after one year of issue date)	\$20.00*	\$20.00*	729
Duplicate Marriage License	\$28.00	\$25.00	729
Duplicate Confidential Marriage License	\$28.00	\$25.00	729
Application for Appointment as Deputy Commissioner of Civil Marriages - One Day Appointment	\$58.00	\$58.00	729
Notary Public, Approval to Issue Confidential Marriage License	\$300.00	\$300.00	729
Marriage Ceremony Performed Monday through Friday (no license included)	\$75.00	\$65.00	729
Saturday Marriage Ceremony	\$113.00	\$90.00	729
Disposable Camera (optional, sales tax charged separately)	\$8.00	\$5.00	729
Video Tape (optional, sales tax charged separately)	\$14.00	\$14.00	729
Men's Wedding Band (optional, sales tax charged separately)	\$20.00	\$20.00	729
Women's Wedding Band (optional, sales tax charged separately)	\$15.00	\$15.00	729
Fictitious Business Name (FBN) Statement (one business name, one owner)	\$58.00	\$35.00	729
FBN: Each additional business name doing business at the same address, on the same statement	\$2.00	\$7.00	729
FBN: Each additional registrant, on the same statement	\$2.00	\$7.00	729
Certified copy of a Fictitious Business Name Statement	\$10.00	\$3.00	729

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Fee Description	Proposed Fee	Current Fee	Ordinance Number
Abandonment of Fictitious Business Name	\$24.00	\$27.00	729
FBN: Withdrawal from Partnership	\$24.00	\$27.00	729
Certificate of Registration of Process Server (includes \$15.00 recording fee)	\$185.00	\$132.00	729
Cancellation, withdrawal or revocation of Process Server's Bond (includes \$15.00 recording fee)	\$29.00	\$29.00	729
Certificate of Registration of Legal Document Assistant or Unlawful Detainer Assistant (includes \$15.00 recording fee and \$7.00 for filing of bond)	\$197.00	\$197.00	729
Cancellation, withdrawal or revocation of Unlawful Detainer/Legal Document Assistant (includes \$15.00 recording fee)	\$29.00	\$29.00	729
Identification Card for Unlawful Detainer/Legal Document Assistant	\$10.00	\$10.00	729
Certificate of Registration of Professional Photocopier (includes \$15.00 recording fee and \$7.00 for filing of bond)	\$197.00	\$197.00	729
Certificate of Registration of Professional Photocopier (if already registered as Process Server)	\$122.00	\$122.00	729
Cancellation, withdrawal or revocation of Photocopier Bond (includes \$15.00 recording fee)	\$29.00	\$29.00	729
Identification Card for Photocopier	\$10.00	\$10.00	729
Notary Public Registration (includes \$15.00 recording fee)	\$61.00	\$44.00	729
Notary Public Cancellation, withdrawal or revocation of Notary Bond (includes \$15.00 recording fee)	\$29.00	\$29.00	729
Conformed copy of notary bond	\$1.00	\$1.00	729
Power of Attorney for Admitted Surety Insurer - One name	\$27.00	\$14.00	729
Power of Attorney for Admitted Surety Insurer - Each additional name	\$27.00	\$14.00	729
Financial Statement - Admitted Surety Insurer	\$3.50	\$3.50	729
Revocation of Power of Attorney	\$27.00	\$5.00	729
Certifying a copy of any filed paper	\$1.75	\$1.75	729
Certificate of Proof of Authority of Surety to Act	\$3.50	\$3.00	729

Re: Introduction and Adoption of Amended County of Riverside Ordinances Related to Establishing Fees of the Assessor-County Clerk-Recorder.

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Fee Description	Proposed Fee	Current Fee	Ordinance Number
Certification of Notary Signature (one name)	\$15.00	\$10.00	729
Certification of Notary Signature (additional requests, same notary)	\$2.25	\$5.00	729
Certification of Translation	\$10.00	\$10.00	729
Administration of Oath for Humane Officer	\$5.00	\$5.00	729
Fish & Game documentary handling fee	\$50.00	\$64.00	729
All papers for which a fee is not elsewhere provided	\$2.25	\$2.25	729
Environmental Impact Report*	\$2,919.00*	\$2,919.00*	729
Negative Declaration*	\$2,101.50*	\$2,101.50*	729
FBN Daily Report	\$100/month	\$20/month	729

RECORDER - Ord 729

Recording Fees: First page	\$15.00	\$15.00	729
Recording Fees: Each additional page	\$3.00	\$3.00	729
Recording Fees: Each additional title	\$15.00	\$15.00	729
Release of lien by a government agency for each recording reference	\$13.00	\$13.00	729
Each page if ANY page is not 8 1/2" x 11"	\$3.00	\$3.00	729
Each page containing small print	\$1.00	\$1.00	729
Each group of 10 names or fractional portion after first 10	\$1.00	\$1.00	729
Involuntary lien notification for each debtor address against whom an involuntary lien is recorded	\$13.00	\$5.00	729
For each additional recording reference which requires additional indexing	\$1.00	\$1.00	729
Customer (Conformed) Copy Label, at time of recordation only	\$1.50	\$1.00	729
Conformed Map Copy, at time of recordation only	\$20.00	\$14.00	729
Official Record: First Page	\$6.50	\$3.00	729
Official Record: Per Additional Page	\$1.00	\$1.00	729
Certification of complete regular copy	\$1.00	\$1.00	729

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Fee Description	Proposed Fee	Current Fee	Ordinance Number
Death Certificate, copy or search	\$14.00	\$14.00	729
Death Certificate, copy or search (Government Agency)	\$14.00	\$14.00	729
Birth Certificate, copy or search	\$21.00	\$21.00	729
Birth Certificate, copy or search (Government Agency)	\$12.00	\$12.00	729
Marriage Certificate, copy or search	\$14.00	\$14.00	729
Marriage Certificate, copy or search (Government Agency)	\$10.00	\$14.00	729
Filing Fees - First page, each map	\$10.00	\$10.00	729
Filing Fees: Each additional page	\$2.00	\$2.00	729
California Preliminary 20-Day Notice	\$52.00	\$62.00	729
Real Estate Fraud Prosecution Trust Fund	\$3.00	\$3.00	729
Documents evidencing a change of ownership, NOT accompanied by a completed and signed Preliminary Change of Ownership Report	\$20.00	\$20.00	729
Survey Monument Preservation Fund	\$10.00	\$10.00	729
UCC filing, 1-2 pages	\$12.00	\$12.00	729
UCC filing, 3 or more pages	\$22.00	\$22.00	729
FTP – Raw Images of Recorded Documents prepared for Title companies	\$0.050 per image	\$0.035 per image	729
Conformed Map Copy, at time of recordation	20.00	14.00	729

*Pass-through revenue; fee is determined by and remitted to State of California.

**Riverside County Board of Supervisors
Request to Speak**

Submit request to Clerk of Board (right of podium),
Speakers are entitled to three (3) minutes, subject
Board Rules listed on the reverse side of this form.

SPEAKER'S NAME: Paul Jacobs

Address: _____
(only if follow-up mail response requested)

City: Temecula **Zip:** 92592

Phone #: _____

Date: 10/16/12 **Agenda #** 3.46

PLEASE STATE YOUR POSITION BELOW:

Position on "Regular" (non-appealed) Agenda Item:

Support **Oppose** **Neutral**

Note: If you are here for an agenda item that is filed
for "Appeal", please state separately your position on
the appeal below:

Support **Oppose** **Neutral**

I give my 3 minutes to: _____