



## Monterey County Board of Supervisors

168 West Alisal Street,  
1st Floor  
Salinas, CA 93901  
831.755.5066

### Board Order

Upon motion of Supervisor Adams, seconded by Supervisor Alejo and carried by those members present, the Board of Supervisors hereby:

Adopted Resolution 17- 538 to approve the Amendment of Article XIII of the Master Fee Resolution, effective January 1, 2018, to set and authorize the adjusted fees contained in the attachment hereto for the Assessor-Clerk-Recorder's Office.

PASSED AND ADOPTED this 5<sup>th</sup> day of December 2017, by the following vote, to wit:

AYES: Supervisors Alejo, Phillips, Salinas, Parker and Adams

NOES: None

ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 80 for the meeting December 5, 2017.

Dated: March 2, 2018  
File ID:RES 17-184

Gail T. Borkowski, Clerk of the Board of Supervisors  
County of Monterey, State of California

By *Danise Hancock*  
Deputy

Before the Board of Supervisors in and for the County of Monterey, State of California

Resolution No.: 17-538

Approve and adopt a Resolution amending Article XIII of the Master Fee Resolution to set fees and authorize collection of fees by the Assessor Clerk Recorders' Office effective January 1, 2018 as attached set forth in the attached Exhibit A.....

THE MONTEREY COUNTY BOARD OF SUPERVISORS FINDS:

- A. Section 1.40.010 of Chapter 1.40 of Monterey County Code provides that all fees, penalties, refunds, reimbursements and charges of any kind by the County may be specified in the Monterey County Fee Resolution.
B. The Assessor-Clerk-Recorders' Office has service fees which are appropriate to specify in the Monterey County Master Fee Resolution, Article XIII beginning January 1, 2018.
C. This action to modify charges to meet operational expenses is statutorily exempt from environmental review [Pub Res. Code sec. 21080 sub. (b)(8)].
D. Any and all adjustments to charges for services reflect no more than the actual and reasonable, fully loaded costs of the service or benefit received by the payor, and do not exceed the maximums permitted pursuant by law.
E. By definition, these charges are not a 'tax' and are exempt from voter approval pursuant to Article XIII C section 1(e)(1)-(2) of the California Constitution (Prop. 26: charge imposed for specific benefit conferred/privilege/service or product/ provided or granted to the payor).

THE MONTEREY COUNTY BOARD OF SUPERVISORS RESOLVES:

- I. Article XIII of the Monterey County Fee Resolution is amended effective January 1, 2018, and all schedules, tables, fees, taxes, penalties, and charges contained therein are hereby adopted as described in the attachment to this Resolution.
II. All prior resolutions regarding such fees are hereby repealed.

PASSED AND ADOPTED upon motion of Supervisor Adams, seconded by Supervisor Alejo and carried this 5th day of December 2017, by the following vote, to wit:

AYES: Supervisors Alejo, Phillips, Salinas, Parker and Adams
NOES: None
ABSENT: None

I, Gail T. Borkowski, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof of Minute Book 80 for the meeting on December 5, 2017

Dated: March 2, 2018
File Number: RES 17-184

Gail T. Borkowski, Clerk of the Board of Supervisors
County of Monterey, State of California

By Denise Hancock Deputy

# Attachment A

## Proposed Article XIII Strike Out Version

**ARTICLE XIII  
ASSESSOR-COUNTY CLERK-RECORDER**

**I. ASSESSOR**

A. Fees allowed pursuant to Section 5.28.020 of the Monterey County Code for preparation and furnishing of copies by the Assessor's Office.

<u>Description</u>	<u>Amount</u>	<u>Unit</u>
1. Copy of Print of Assessor's Maps.....	\$ 2.00	Each
2. Copies of ten or more Assessor's Maps in a series.....	\$ 1.50	Each
3. Photocopy.....	\$ 1.00	Page
4. Computer Screen Laser Print.....	\$ 1.00	Page

B. Fees allowed pursuant to Section 408.3 of the California Revenue and Taxation Code for public inspection of property characteristics information maintained by the Assessor.

<u>Description</u>	<u>Amount</u>	<u>Unit</u>
Request for property characteristics.....		
a. Residential/Commercial.....	\$ 158.00	Per Request
<u>Parcel*</u>		
b. Agricultural (Non-Greenhouse).....	\$ 60.00	Per Parcel*
c. Greenhouse.....	\$ 60.00	Per Parcel*
*Additional research for complex requests will be charged as "Assessor Professional Services and Research" (See 8.)		
4. <u>Professional Services and Research" (See 8.)</u>		

C. The Assessor shall charge the following fees for the following services:

<u>Description</u>	<u>Amount</u>	<u>Unit</u>
1. Splits and Combinations.....	\$ 75.00	Per Request* \$
45.00 — Per request		
2. Lot Line Adjustments.....	\$ 75.00	Per Request* \$
45.00 — Per request		
*Additional research for complex requests will be charged as "Assessor Professional Services and Research" (See 8.)		
3. Tax Clearance Estimate Letters.....	\$ 520.00	Per Parcel request
4. Reports of Appeal Activity for Bond Analysis.....	\$ 50.00	Per request
5. Assessor's Roll Data		
a. <b>Community Reports</b>		
Ownership/Mailing list.....	\$65.00	Per request

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Ownership plus Assessed Valuations.....	\$100.00	Per request
Ownership, Assessed Valuations & Characteristics..	\$200.00	Per request
<u>Media</u> (added cost)		
Electronic delivery.....	No Cost	
CD Creation.....	\$25.00	Per request
Hardcopy.....	\$65.00	Per request

**b. Countywide Report**

Ownership/Mailing list.....	\$100.00	Per request
Ownership plus Assessed Valuations.....	\$200.00	Per request
Ownership, Assessed Valuations & Characteristics..	\$500.00	Per request
<u>Media</u> (added cost)		
Electronic delivery.....	No Cost	
CD Creation.....	\$65.00	Per request
Hardcopy.....	\$150.00	Per request

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**c. Custom Report**

Ownership/Mailing list.....	\$150.00	Per request
Ownership plus Assessed Valuations.....	\$225.00	Per request
Ownership, Assessed Valuations & Characteristics..	\$400.00	Per request
<u>Media</u> (added cost)		
Electronic delivery.....	No Cost	
CD Creation.....	\$25.00	Per request
Hardcopy.....	\$65.00	Per request

~~Specific requests of limited data is charged on a case-by-case basis @ \$1.15/minute.~~  
 Additional time for specific requests will be charged on a case by case basis as "Assessor Information Technology Professional Services and Research" at the rates indicated in paragraph 8, below. (See 8.)

d. \_\_\_\_\_

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6. Internet Subscription Service.....\$500.00 Annual fee  
 Per subscriber

7. Change of Ownership

e.a. Beneficial Ownership Statement request.....	\$50.00	Per request
f.b. Beneficial Ownership request late filing (30 days)...	\$100.00	Per request
g.c. Affidavit of Entity Transfer request.....	\$50.00	Per request
h.d. Affidavit of Entity Transfer late filing (30 days)....	\$100.00	Per request
i.e. Apply Penalty if Change of Ownership statements not returned in 45 days.....	\$20.00	Per recording

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8. Professional Services and Research Rates

a. Assessor.....	\$80.00	Per Hour*
b. Assessor Information Technology.....	\$125.00	Per Hour*

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\*Billed in 1/2 hour increments – Minimum 1/2 hour

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D. Fees allowed pursuant to Section 63.1(j)(2) of the California Revenue & Taxation Code to process Claim forms for exemption from real property reassessment.

4. Fee for reasonable costs incurred by assessor for reassessment work done due to failure to file exemption claim for exclusion.....\$175.00 Per request

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**E. In all cases, Pre-Payment of fees indicated above must be received by Assessor's Office before requested data is compiled and/or released**

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**II. COUNTY CLERK**

The County Clerk shall charge the following fees for the following services:

<u>Description</u>	<u>Amount</u>	<u>Unit</u>
Marriage Licenses (Regular, Declaration & Non-Denomination)....	\$ 85.00	Each
Marriage Licenses (Confidential).....	\$ 90.00	Each
Marriage Licenses (Duplicate).....	\$ 20.00	Each
Fictitious Business Name Filing.....	\$ 30.00	Each
Fictitious Business Name Filing (Additional Names).....	\$ 7.00	Each
Abandonment/Withdrawal of Fictitious Business Name.....	\$ 27.00	Each
Notary Bond Filing.....	\$ 25.00	Each
Power of Attorney Filing/Revoking.....	\$ 12.00	Name
Copy/Print Fee.....	\$ 2.00	Page
Civil Marriage Ceremony.....	\$ 25.00	Each
Deputy Commissioner of Civil Marriages for a Day [FC sec 401(a)&(b)	\$ 85.00	Per Day
Approval of Notary Public to authorize confidential marriage licenses (effective one year) (Resol. 07-403)	\$300.00	Annual
Clerk's Signature Verification Certificate.....	\$ 10.00	Signature
Notice of Dissolution of Partnership Filing.....	\$ 10.00	Each
Miscellaneous Proof of Publication Filing.....	\$ 10.00	Each
Interpreter/Translator verification/certification [GC 27293(a)(2)(C)]	\$ 10.00	Signature

**III. RECORDER**

The County Recorder shall charge the following fees for the following services:

<u>Description</u>	<u>Amount</u>	<u>Unit</u>
Lien Notification Mailing [GC 27387].....	\$ 7.00	Per Debtor
Twenty Day Preliminary Notice Filing [GC 27361.9].....	\$ 40.00	Each
Map Copy Fee [GC 27372].....	\$ 5.00	Sheet
Copy/Print Fee [GC 27366].....	\$ 2.00	Page
Microfilm/Microfiche Sale [GC 27366].....	\$ 0.02	Image/Frame
Certification Under Seal [GC 27364].....	\$ 2.00	Each
Recording Base Fee/1st Page/Title [GC 27361(a)].....	\$ 8.00	Per 1 <sup>st</sup> Page/Title
(\$1.00 of the base goes to the Modernization Fund [GC27361(c)])		
Recording Base Fee/2 <sup>nd</sup> Page [GC 27361(a)].....	\$ 3.00	Per addtl page
(\$1.00 of the 2 <sup>nd</sup> Page Base Fee goes to the Modernization Fund [GC27361(c)])		
(\$1.00 of the 2 <sup>nd</sup> Page Base Fee goes to the General Fund [GC 27361(b)])		
Recording Fee [Micrographic Fee GC 27361.4(a)].....	\$ 1.00	Per 1 <sup>st</sup> Page/Title
Recording Fee [Grantor/Grantee Index w/in 2 Days GC 27361.4(c)].....	\$ 1.00	Per 1 <sup>st</sup> Page/Title
<del>Recording Fee [SSN Truncation Fee pursuant to GC 27361(d)(1)].....</del>	<del>\$ 1.00</del>	<del>Per 1<sup>st</sup> Page/Title</del>
Recording Fee [DA Real Estate Fraud Protection Fund GC 27388(a); Collected for DA office; Placed here as convenience to public]....	\$ 9.00	Per 1 <sup>st</sup> Page/Title
(\$8.10 goes to the DA Real Estate Fraud Protection Fund [GC 27388(a)])		
(\$0.90 cents goes to the Recorder's Office for Administrative costs [GC 27388(a)]) (Resol. 13-276 approved 7/30/2013)		
Electronic Recording Delivery System (ERDS)[GC 27397(c)(1)].....	\$ 1.00	Per 1 <sup>st</sup> Page/Title

**CD's**[GC 27366]

The following CD creation fees shall be collected by the Recorder-County Clerk's Office, and once a month a portion of the fee will be transfer to the Information Technology department for reimbursement of direct cost fees for producing CD's.

The Recorder-County Clerk and Information Technology department shall charge the following fees for on going CD creation requests:

Daily data CD .....	\$ 31.50	Daily
Weekly data CD.....	\$ 131.85	Weekly
Monthly data CD.....	\$ 512.85	Monthly
Duplicate CD's created same time as original request.....	\$ 5.00	Each CD

(Specific requests of CD data requirements that are not list above shall be charged on a case-by-case basis.)

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