

**Attachment B.**  
**Proposed Article XIII (Clean 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.....	\$ 3.00	Each
2. Copies of ten or more Assessor's Maps in a series.....	\$ 2.50	Per Page
3. Photocopy.....	\$ 2.00	Per Page
4. Computer Screen Laser Print.....	\$ 2.00	Per 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... ..	\$ 24.00	Per Parcel*
b. Agricultural (Non-Greenhouse).....	\$ 120.00	Per Parcel*
c. Greenhouse.....	\$ 120.00	Per Parcel*

\*Additional research for complex requests will be charged as "Assessor Professional Services and Research" (See Section 8.)

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.....	\$ 125.00	Per Request*
2. Lot Line Adjustments.....	\$ 125.00	Per Request*
3. Tax Clearance Estimate Letters.....	\$ 165.00	Per Parcel*

\*Additional research for complex requests will be charged as "Assessor Professional Services and Research" (See Section 8.)

4. Reports of Appeal Activity for Bond Analysis.....	\$ 50.00	Per Request
5. Assessor's Roll Data		

**a. Community Reports**

Ownership/Mailing list.....	\$265.00	Per Request
Ownership plus Assessed Valuations.....	\$300.00	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
Hard copy .....	\$65.00	Per Request

**b. Countywide Report**

Ownership/Mailing list.....	\$300.00	Per Request
Ownership plus Assessed Valuations.....	\$400.00	Per Request
Ownership, Assessed Valuations & Characteristics...	\$700.00	Per Request
<u>Media</u> (added cost)		
Electronic delivery .....	No Cost	
CD Creation... ..	\$65.00	Per Request
Hardcopy .....	\$150.00	Per Request

**c. Custom Report**

Ownership/Mailing list.....	\$350.00	Per Request
Ownership plus Assessed Valuations.....	\$425.00	Per Request
Ownership, Assessed Valuations & Characteristics...	\$600.00	Per Request
<u>Media</u> (added cost)		
Electronic delivery .....	No Cost	
CD Creation... ..	\$25.00	Per Request
Hardcopy .....	\$65.00	Per Request

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 Section 8.

6. Internet Subscription Service.....	\$500.00	Annual fee Per Subscriber
7. Change of Ownership		
a. Beneficial Ownership Statement request.....	\$125.00	Per Request*
b. Beneficial Ownership request late filing (30 days)...	\$175.00	Per Request*
c. Affidavit of Entity Transfer request.....	\$125.00	Per Request*
d. Affidavit of Entity Transfer late filing (30 days) .....	\$175.00	Per Request*
e. Apply Penalty if Change of Ownership statements not returned in 45 days.....	\$20.00	Per Recording

\*Additional research for complex requests will be charged as “Assessor Professional Services and Research” (See Section 8.)

**8. Professional Services and Research Rates**

a. Assessor .....	\$126.00	Per Hour*
b. Assessor Information Technology.....	\$148.00	Per Hour*

\*Billed in ½ hour increments – Minimum ½ hour

**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.**

Fee for reasonable costs incurred by Assessor for reassessment work done due to failure to file exemption for claim for exclusion.....	\$175.00	Per request
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E. Fees allowed pursuant to Section 521231 of the California Government Code for the administration of agricultural preserves, including procedures for initiating, filing, and processing requests to establish agricultural preserves.

Description

1. Williamson Act Application Fee..... \$ 3,200.00 Per Request

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

## 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).....	\$ 95.00	Each
Marriage Licenses (Confidential).....	\$ 100.00	Each
Marriage Licenses (Duplicate).....	\$ 55.00	Each
Fictitious Business Name Filing.....	\$ 50.00	Each
Fictitious Business Name Filing (Additional Names).....	\$ 7.00	Each
Abandonment/Withdrawal of Fictitious Business Name.....	\$ 40.00	Each
Notary Bond Filing.....	\$ 50.00	Each
Power of Attorney Filing/Revoking.....	\$ 12.00	Name
Copy/Print Fee.....	\$ 2.00	Per Page
Civil Marriage Ceremony.....	\$ 150.00	Each
Non-Refundable Reservation Fee.....	\$ 25.00	
Witness Fee.....	\$ 30.00	
Rings.....	\$ 20.00	Each
Wedding Photo.....	\$ 10.00	
Deputy Commissioner of Civil Marriages for a Day [FC sec 401(a)&(b)].....	\$ 105.00	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.....	\$ 15.00	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
Fictitious Business Name Index Reports		
Delivery via SFTP:		
Monthly.....	\$ 40.00	Each
Quarterly.....	\$ 100.00	Each
Yearly.....	\$ 350.00	Each
Delivery via Email or In-Person Printed Request:		
Daily.....	\$ 5.00	Each
Weekly.....	\$ 15.00	Each

**A. In all cases, Pre-Payment of fees indicated above must be received by County Clerk's Office before requested data is made accessible and/or released**

### 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 Sheet
Map Copy Fee [GC 27372].....	\$ 5.00	Each
Copy/Print Fee [GC 27366].....	\$ 2.00	Per 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)].....	\$ 10.00	Per 1 <sup>st</sup> Page/Title
(\$1.00 of the base goes to the Modernization Fund [GC 27361(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 [GC 27361(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
Recording Fee [DA Real Estate Fraud Protection Fund GC 27388(a); Collected for DA office; Placed here as convenience to public]...	\$ 10.00	Per 1 <sup>st</sup> Page/Title
(\$9.00 goes to the DA Real Estate Fraud Protection Fund [GC 27388(a)])		
(\$1.00 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's Office once a month.

The Recorder shall charge the following fees for ongoing 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

**Official Document with Delivery via Secure File Transfer Protocol (SFTP) [GC 27366]**

The following official document data file fees shall be collected by the Recorder's Office.

The Recorder shall charge the following fees for ongoing official document file creation requests:

Daily Official Document Data File .....	\$ 31.50	Daily
Weekly Official Document Data File.....	\$ 159.00	Weekly
Monthly Official Document Data File .....	\$ 658.00	Monthly
Multiple Year Request.....	\$ 8,331.50	Per Year

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