



RESOLUTION No. 17-245

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION TO ESTABLISH AND ADOPT A REVISED FEE SCHEDULE FOR THE CLERK-RECORDER'S OFFICE AND TO AMEND RESOLUTION 12-024

WHEREAS, the Clerk-Recorder's Office is authorized to charge and collect fees, as provided by Government Code sections 27366 and 54985; and

WHEREAS, the Clerk-Recorder's Office has gathered information on the cost of providing its various services and has proposed a fee schedule based on those costs; and

WHEREAS, the Clerk-Recorder desires these fees to be fair and equitable to the recipients of such services and County taxpayers; and

WHEREAS, the Clerk-Recorder desires to adjust these fees to recover or partially offset increased costs of providing these services and add fees for certain services as allowed by law; and

WHEREAS, the Nevada County Clerk-Recorder's Office has prepared a Schedule of Fees, a copy of which is attached hereto as Exhibit "A"; and

WHEREAS, notice of public hearing was duly published on or about May 25, 2017.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors, of the County of Nevada, that the Clerk-Recorder's Office fees as set forth respectively in Exhibit "A" are hereby adopted; and

BE IT FURTHER RESOLVED that Resolution 12-024 is hereby revised in accordance with this resolution.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a special meeting of said Board, held on the 6th day of June, 2017, by the following vote of said Board:

Ayes: Supervisors Heidi Hall, Edward Scofield, Dan Miller, Hank Weston and Richard Anderson.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER
Clerk of the Board of Supervisors

By: _____

Julie Patterson Hunter

Hank Weston

Hank Weston, Chair

6/06/2017 cc:

C-R*
CEO*
AC*

Exhibit "A"

County Clerk-Recorder Fees

The Clerk-Recorder is hereby authorized to charge and collect, as provided by Government Code Sections 27366 and 54985, the following fees or charges :

Application for and Issuance of a Marriage License	\$ 72.00
Application for and Issuance of a Confidential Marriage License	\$ 74.00
Duplicate Marriage License	\$ 11.00
Keepsake Marriage License	\$ 10.00
Deputy Commissioner of Civil Marriage for a Day	\$ 68.00
Marriage Ceremony (in-house, on-duty)	\$ 50.00
Wedding Ceremony Witness	\$ 10.00
Marriage Ceremony Solemnization (renewal of vows)	\$ 16.00
Environmental Impact Report, Clerk's fee	Amount Set Forth in Section 711.4 of the CA Fish and Game Code
Filing of a Fictitious Business Name Statement:	
First Fictitious Name	\$ 30.00
Each Additional Fictitious Name (per statement)	\$ 5.00
Each Additional Owner (per statement)	\$ 2.00
Abandonment	\$ 30.00
Withdrawal	\$ 30.00
Power of Attorney for an Admitted Surety Insurer	\$ 19.00
Each Additional Name for same Surety Company	\$ 3.00
Notary Public Oath Filing	\$ 30.00
Notary Signature Certification, First Signature	\$ 14.00
Additional Signatures (for same notary)	\$ 5.00
Involuntary Liens (Mailed Notice)	\$ 7.00/debtor
20 Day Preliminary Notice	\$ 39.00
Official Record Copies, First Page	\$ 3.00
Each Additional Page (per document)	\$ 1.00
Map Copies, First Page	\$ 5.00
Each Additional Page (per map)	\$ 2.50
Certification	\$ 1.00
Conformed Copies	\$ 1.00

Mailing and Packaging (plus actual Postage costs)	\$ 3.00
Fax Charge, First Page	\$ 2.00
Additional Pages	\$ 1.00
Official Records Recordation, First Page per Document for Social Security Number Truncation Program	\$ 1.00
Records Search, Archival and Files Search	\$ 12.00 base charge \$ 0.80/minute after 15 minutes
Internet Subscription Service	\$200.00/month
CD-Rom with One Day's Images	\$ 10.00
CD-Rom with One Week's Images	\$ 50.00
CD-Rom with One Month's Images	\$200.00
CD-Rom with Archival	\$ 0.15/image
CD-ROM with Maps	\$ 0.15/image
Complete set of Nevada County Recorded Maps on DVD (1865 Thru Current Year)	\$235.00
Quarterly Update Map DVD*	\$ 15.00
*DVD update not available without first purchasing the complete set.	

Clerk-Recorder Office
Calculation of Hourly Rate and Summary of Proposed Updates

Total Productive Cost with Support Costs: \$748,259.61

Total Productive Hours: 5,393

Average Productive Hourly Rate: \$138.75

Average Per Minute Rate: \$2.31

Proposed Fee Updates:

Fee Type	Current Fee	Calculated Costs	Proposed Fee	Notes
Wedding Ceremony Witness	\$0.00	\$16.19	\$10.00	New Fee
Keepsake Marriage License	\$9.00	\$23.13	\$10.00	
Marriage Ceremony	\$40.00	\$57.15	\$50.00	Reasonable to the services provided for the Marriage Chapel room or outside services.
Filing of Fictitious Business Name Statement:	\$24.00	\$36.91	\$30.00	
First Fictitious Name	\$24.00	\$34.69	\$30.00	
Abandonment	\$24.00	\$30.06	\$30.00	
Withdrawal				
Notary Public Oath Filing	\$28.00	\$46.25	\$30.00	Fee includes bond filing, mailing to SOS and Archive
Maps, First Page	\$4.00	\$15.42	\$5.00	
Official Record Copies, First Page	\$.50	\$1.16	\$1.00	

Current Fee Breakdown

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
R	Basic Recording							
		Recording Fund \$9						GC27361(a)
		Access \$1						GC27361.4(b)
		48 hour index \$1	\$11.00	07100001	0101207010711000	450220	07100000	GC27361.4(c)
		Micrographics	\$1.00	07200102	1154207010721000	450230	07200000	GC27361.4(a)
		Automation	\$1.00	07200153	1157207010721000	450240		GC27361(c)
		SS# Redaction	\$1.00	07200152	1155207010721000	450220		GC27361.(d)(1)
		1st page and each add title	\$14.00					
		Recording Fund	\$1.00	07100001	0101207010711000	450220	07100000	GC27361(b)
		Automation	\$1.00	07200153	1157207010721000	450240		GC27361(c)
		SB21 Surcharge	\$1.00	07100004	0101102072721000	450220		GC77205
		Each Add page	\$3.00					
R	Map Recording							
		Recording Fund	\$5.00	07100001	0101207010711000	450220	07100000	GC27372
		Micrographics	\$1.00	07200102	1154207010721000	450230	07200000	GC27361.4(a)
		SS# Redaction	\$1.00	07200152	1155207010721000	450220	07200000	GC27361.(d)(1)
		1st page	\$7.00					
		Automation	\$2.00	07200153	1157207010721000	450240		GC27372
		Each Add page	\$2.00					
R	Government Lien Release							
		Recording Fund	\$8.00	07100001	0101207010711000	450220	07100000	GC27361.3
		Micrographics	\$1.00	07200102	1154207010721000	450230	07200000	GC27361.4(a)
		Automation	\$2.00	07200153	1157207010721000	450240	07200000	GC27361(c)
		SS# Redaction	\$1.00	07200152	1155207010721000	450220	07200000	GC27361.(d)(1)
			\$12.00					
R	Non-Conforming Recording							
		Recording Fund	\$3.00	07100001	0101207010711000	450220	07100000	GC27361(c)
		Per each page of non conforming document	\$3.00					

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
R	UCC Finance							
		Recording Fund	\$10.00	07100001	0101207010711000	450220	07100000	GC12194(b)
		SS# Redaction	\$1.00	07200152	1155207010721000	450220	07200000	GC27361.(d)(1)
		2 pages or less	\$11.00					
R	UCC Finance							
		Recording Fund	\$20.00	07100001	0101207010711000	450220	07100000	GC12194(b)
		SS# Redaction	\$1.00	07200152	1155207010721000	450220	07200000	GC27361.(d)(1)
		3 pages or more	\$21.00					
R	Add Reference Indexing							
		Recording Fund	\$1.00	07100001	0101207010711000	450220	07100000	GC27361.2
		per each reference	\$1.00					
R	Add names Indexing							
		Recording Fund	\$1.00	07100001	0101207010711000	450220	07100000	GC27361.8
		per each group of 10 names	\$1.00					
R	Penalty Print							
		Recording Fund	\$1.00	07100001	0101207010711000	450220	07100000	GC27361(a)(1)
		per each page of small print	\$1.00					
R	Conformed Copies							
		Recorders Fund	\$1.00	07100000	0101207010711000	458010	07100000	ORD 2042
R	No PCOR							
		Recorders Fund	\$20.00	07100000	0101207010711000	458010	07100000	R&T 480.3
R	Notification Fee							
		Recorders Fund	\$7.00	07100000	0101207010711000	458010	07100000	GC27387 GC27297.5(a)
		per each debtor	\$7.00					
R	DOCUMENTARY TRANSFER TAX							
	Unincorp DTT							
		County Transfer Tax		07100034	0101102062721000	401000	27200000	R&T11911
	Nevada City DTT							
		County Transfer Tax		07100034	0101102062721000	401000	27200000	R&T11911
		Nevada City Transfer Tax		07100035	6313000009310000	401000		R&T11911

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
	Grass Valley DTT							
		County Transfer Tax		07100034	0101102062721000	401000	27200000	R&T11911
		Grass Valley Transfer Tax		07100036	6314000009310000	401000		R&T11911
	Truckee DTT							
		County Transfer Tax		07100034	0101102062721000	401000	27200000	R&T11911
		Truckee Transfer Tax		07100037	6345000009310000	401000		R&T11911
	Misc Search							
		Misc fees 2	\$12.00	07100097	0101207010711000	458010	07100000	ORD2042
		first 15 minutes						
		Misc fees 2	\$0.80	07100097	0101207010711000	458010	07100000	ORD2042
		each add minute						
	UCC Search							
		Recorders Fund	\$15.00	07100000	0101207010711000	458010	07100000	CC94072
	Miscellaneous fees							
		Recorders Fund		07100000	0101207010711000	458010	07100000	
	Fax Fee							
		Handling	\$2.00	07100005	0101207010711000	458010	07100000	ORD2042
		For first page	\$2.00					
		Handling	\$1.00	07100005	0101207010711000	458010	07100000	ORD2042
		per each add page	\$1.00					
	Overage/Shortage							
		Overage		07100092	0101207010711000	461900	07100000	
	Mailing & Packaging							
		Handling	\$3.00	07100005	0101207010711000	458010	07100000	ORD2042

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
	Additional Postage							
		Handling		07100005	0101207010711000	458010	07100000	
	Internet Subscription Month							
		Imaging	\$200.00	07100006	0101207010711000	458010	07100000	ORD2042
	CD-ROM Images 1 day							
		Imaging	\$10.00	07100006	0101207010711000	458010	07100000	ORD2042
	CD-ROM Images 1 Week							
		Imaging	\$50.00	07100006	0101207010711000	458010	07100000	ORD2042
	CD-ROM Images 1 month							
		Imaging	\$200.00	07100006	0101207010711000	458010	07100000	ORD2042
	CD-ROM Archival per image							
		Imaging	\$0.15	07100006	0101207010711000	458010	07100000	ORD2042
		per each image	\$0.15					
	CD-ROM Maps per image							
		Imaging	\$0.15	07100006	0101207010711000	458010	07100000	ORD2042
	Maps DVD complete set							
		Imaging	\$235.00	07100006	0101207010711000	458010	07100000	ORD2333
	Maps DVD update							
		Imaging	\$15.00	07100006	0101207010711000	458010	07100000	ORD2333
		per each image	\$0.15					
R	Plotter Map Copies							
		Recorder Copies	\$4.00	07100007	0101207010711000	450220	07100000	ORD2042
		1st page						
		Recorder Copies	\$2.50	07100007	0101207010711000	450220	07100000	ORD2042
		Each Add page						
R	Copies of OR							
		Recorder Copies	\$3.00	07100007	0101207010711000	450220	07100000	ORD2042
		1st page						
		Recorder Copies	\$0.50	07100007	0101207010711000	450220	07100000	ORD2042
		Each add page						

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
R	Certification of OR							
		Recorder Copies	\$1.00	07100007	0101207010711000	450220	07100000	ORD2042
C	Fictitious Business Name Statement							
		FBN	\$24.00	07100008	0101207010711000	450220	07100000	B&P17929
		per filing	\$24.00					
		FBN	\$5.00	07100008	0101207010711000	450220	07100000	B&P17929
		Add Business Names						
		FBN	\$2.00	07100008	0101207010711000	450220	07100000	B&P17929(b)
		Add Owners names						
C	Fictitious Business Name Abandonment							
		General Fund	\$24.00	07100008	0101207010711000	450220	07100000	B&P17926(C)
C	Fictitious Business Name Withdrawal							
		General Fund	\$24.00	07100008	0101207010711000	450220	07100000	B&P17926(b)
C	Marriage License							
		County Admin Fund (Marriage)	\$42.00	07100014	0101207010711000	410500	07100000	GC26840 ORD 2042
		OVr Marriage License	\$2.00	07100108	5545000000710000	462000		GC26840 H&S100435
		Conciliation Court	\$5.00	07100115	7663000009415015	462200		GC26840.3(2)
		Domestic Violence	\$23.00	07100127	1153506082031000	410500	20300000	GC26840.7 W&I18305
		per each license	\$72.00					
C	Confidential Marriage License							
		County Admin Fund (Marriage)	\$42.00	07100014	0101207010711000	410500	07100000	GC26840.1 ORD 2042
		OVr Marriage License	\$4.00	07100108	5545000000710000	462000		GC26840 H&S100435
		Conciliation Court	\$5.00	07100115	7663000009415015	462200		GC26840.3(2)
		Domestic Violence	\$23.00	07100127	1153506082031000	410500	20300000	GC26840.8 W&I18305
		per each license	\$74.00					

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
C	Duplicate Marriage Licensee							
		Clerks General Fund	\$11.00	07100003	0101207010711000	450220	07100000	FC360
C	Marriage Ceremony							
		Clerks General Fund	\$40.00	07100003	0101207010711000	450220	07100000	FC401(b)
	Marriage Renew Vows							
		Clerks General Fund	\$16.00	07100003	0101207010711000	450220	07100000	FC401(b)
C	Keepsake Marriage License							
		Clerks General Fund	\$9.00	07100003	0101207010711000	450220	07100000	ORD2042
C	Commissioner for a day							
		Clerks General Fund	\$68.00	07100003	0101207010711000	450220	07100000	FC401(b)
CLERK	Marriage certificate							
		Clerks General Fund	\$5.85	07100003	0101207010711000	450220	07100000	H&S103625(c) H&S103625(f)
		Marriage Surcharge Mediation	\$3.60	07100106	5546000000710000	462200		FC1852
		Vital Stats State	\$3.35	07100107	5542000000710000	462000		H&S100430 H&S103525.5
		Vital Stats VRIP	\$2.20	07100109	1336207010721000	450225	07200000	H&S100430 H&S103525.5
		per each certificate	\$15.00					

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
C	Confidential Marriage certificate							
		Clerks General Fund	\$5.85	07100003	0101207010711000	450220	07100000	H&S103625(c) H&S103625(f)
		Marriage Surcharge Mediation	\$3.60	07100106	5546000000710000	462200		FC1852
		Vital Stats State	\$3.35	07100107	5542000000710000	462000		H&S100430 H&S103525.5
		Vital Stats VRIP	\$2.20	07100109	1336207010721000	450225	07200000	H&S100430 H&S103525.5
		per each certificate	\$15.00					
C	Gov Marriage Certificate							
		Clerks General Fund	\$5.45	07100003	0101207010711000	450220	07100000	H&S103625(c) H&S103625(f)
		Vital Stats State	\$3.35	07100107	5542000000710000	462000		H&S100430 H&S103525.5
		Vital Stats VRIP	\$2.20	07100109	1336207010721000	450225	07200000	H&S100430 H&S103525.5
		per each certificate	\$11.00					
C	Certificate of No Record Marriage							
		Clerks General Fund	\$5.85	07100003	0101207010711000	450220	07100000	H&S103625(c) H&S103625(f)
		Marriage Surcharge Mediation	\$3.60	07100106	5546000000710000	462200		FC1852
		Vital Stats State	\$3.35	07100107	5542000000710000	462000		H&S100430 H&S103525.5
		Vital Stats VRIP	\$2.20	07100109	1336207010721000	450225	07200000	H&S100430 H&S103525.5
		per each certificate	\$15.00					

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
C	Birth Certificate							
		Clerks General Fund	\$12.65	07100003	0101207010711000	450220	07100000	H&S103625(b) H&S103625(12) H&S103625.5
		Vital Stats VRIP	\$2.20	07100109	1336207010721000	450225	07200000	H&S100430 H&S103525(f)8
		Umb Cord	\$2.00	07100110	5542000000712000	462200		
		Vital Stats State	\$4.55	07100107	5542000000710000	462000		H&S100430 H&S103525.5
		Children's Trust	\$3.60	07100105	1156401044941000	452180	49400000	W(I18966
		per each certificate	\$25.00					
C	Gov Birth Certificate							
		Clerks General Fund	\$12.25	07100003	0101207010711000	450220	07100000	H&S103625(b) H&S103625(12) H&S103625.5
		Vital Stats VRIP	\$2.20	07100109	1336207010721000	450225	07200000	H&S100430 H&S103525(f)8
		Vital Stats State	\$4.55	07100107	5542000000710000	462000		H&S100430 H&S103525.5
		per each certificate	\$19.00					
C	Certificate of No Record Birth							
		Clerks General Fund	\$12.65	07100003	0101207010711000	450220	07100000	H&S103625(b) H&S103625(12) H&S103625.5
		Vital Stats VRIP	\$2.20	07100109	1336207010721000	450225	07200000	H&S100430 H&S103525(f)8
		Umb Cord	\$2.00	07100110	5542000000712000	462200		
		Vital Stats State	\$4.55	07100107	5542000000710000	462000		H&S100430 H&S103525.5
		Children's Trust	\$3.60	07100105	1156401044941000	452180	49400000	W(I18966
		per each certificate	\$25.00					
C	Certificate of Death							

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
		Clerks General Fund	\$12.35	07100003	0101207010711000	450220	07100000	H&S103625(a) H&S103625(f) H&S103525.5
		Vital Stats VRIP	\$2.20	07100109	1336207010721000	450225	07200000	H&S100430 H&S103525.5
		Vital Stats State	\$4.55	07100107	5542000000710000	462000		H&S100430 H&S103525.5
		DNA Database	\$1.90	07100155	5550000000710000	462200		PENAL 14251
		per each certificate	\$21.00					
C	Certificate of No Record Death							
		Clerks General Fund	\$12.35	07100003	0101207010711000	450220	07100000	H&S103625(a) H&S103625(f) H&S103525.5
		Vital Stats VRIP	\$2.20	07100109	1336207010721000	450225	07200000	H&S100430 H&S103525.5
		Vital Stats State	\$4.55	07100107	5542000000710000	462000		H&S100430 H&S103525.5
		DNA Database	\$1.90	07100155	5550000000710000	462200		PENAL 14251
		per each certificate	\$21.00					
C	Fish & Game Admin Fee							
		Clerks General Fund	\$50.00	07100003	0101207010711000	450220	07100000	FGC711.4 (e)
C	Environmental Impact report							
		Fish & Game	\$3,069.75	07100028	5303000000455092	462200		FGC711.4

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
C	Negative declaration							
		Fish & Game	\$2,210.00	07100028	5303000000455092	462200		FGC711.4
C	Environmental certified regulatory program							
		Fish & Game	\$1,043.75	07100028	5303000000455092	462200		FGC711.4
C	Professional Photocopier							
		Other License & Permits	\$175.00	07100029	0101207010711000	411000	07100000	B&P22453
C	Professional Photocopier Discount							
		Other License & Permits	\$100.00	07100029	0101207010711000	411000	07100000	B&P22453.1
C	Process Server							
		Other License & Permits	\$100.00	07100029	0101207010711000	411000	07100000	B&P22352
C	Legal Document Assistant							
		Other Licenses & Permits	\$175.00	07100029	0101207010711000	411000	07100000	B&P6404
C	Unlawful detainer							
		Other License & Permits	\$175.00	07100029	0101207010711000	411000	07100000	B&P6404
C	Additional ID card							
		Clerks General Fund	\$10.00	07100003	0101207010711000	450220	07100000	B&P22352(c)
		Per Add ID cards for all	\$10.00					
C	Power of Attorney							
		Clerks General Fund	\$19.00	07100003	0101207010711000	450220	07100000	GC26855.1
		Per one name filing	\$19.00					
C	Power of Attorney Add Names							
		Clerks General Fund	\$3.00	07100003	0101207010711000	450220	07100000	GC26855.1
		per each add name	\$3.00					

C/R	Transaction	Account Name	Fee Breakdown	Revenue Code	ORG CODE	ACCOUNT CODE	PCN CODE	STATUE
C	Filing Financial Stmt of Surety							
		Clerks General Fund	\$3.50	07100003	0101207010711000	450220	07100000	GC26855.2
C	20 Day Prelim							
		Clerks General Fund	\$2.00	07100003	0101207010711000	450220	07100000	CC3097
		20 day notice	\$37.00	07100013	0101207010711000	450260	07100000	CC3097
		Per filing	\$39.00					
C	Bingo License							
		Other Licenses & Permits	\$25.00	07100029	0101207010711000	411000	07100000	ORD2042
C	Filing of Notary Bond							
		Clerks General Fund	\$28.00	07100003	0101207010711000	450220	07100000	GC26849.1
C	Certification of Notary							
		Clerks General Fund	\$14.00	07100003	0101207010711000	450220	07100000	26852
		Clerks General Fund	\$5.00	07100003	0101207010711000	450220	07100000	26852
		Add certification per notary						
C	Certification Fee							
		Clerks General Fund	\$1.75	07100003	0101207010711000	450220	07100000	ORD2042