

The County Of Nevada



CLERK RECORDER-REGISTRAR OF VOTERS

GREGORY J. DIAZ

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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: November 14, 2017

TO: Board of Supervisors

FROM: Nevada County Clerk-Recorder/Registrar of Voters

SUBJECT: 1. An Ordinance Amending Section A-II 24.8 in Article 24, Chapter II of the Administrative Code of the County of Nevada Authorizing Imposition of a \$1.00 Recording Fee per Document for Implementation of Electronic Recording Delivery System, and cleanup of the County Clerk-Recorder Fees.

2. A Resolution authorizing the Nevada County Clerk-Recorder participation of the Electronic Document Delivery Act of 2004 and the Adoption of a New Electronic Document Recording Fee and Amending the Fee Schedule for the Clerk-Recorder's Office and Amending Resolutions 12-024 and 17-245.

RECOMMENDATION: Approve the Attached Ordinance and Resolution.

FUNDING: The fees allowed to be collected under the Electronic Recording Document Delivery Act 2004 to be used for the collection of the fee and expenditures of the Electronic Recording Delivery System. Fee revenue to be deposited into Clerk-Recorder General Fund Budget.

BACKGROUND:

Government Code Section 27397 was enacted to authorize a county recorder to establish an Electronic Recording Delivery System for the recording of specified digitized and digital electronic records. The legislation requires a Resolution from the County of Nevada Board of Supervisors to authorize the Nevada County Clerk-Recorder participation in the Electronic Recording Delivery System. With the approval of this Resolution the Nevada County Clerk-Recorder will be authorized to participate in the Electronic Recording Delivery Act of 2004 and will authorize the county recorder to impose a fee in an amount up to and including one dollar for each Real Property instrument that is recorded by the county. In order to pay costs for the expenditures of the Electronic Recording Delivery System the Nevada County Clerk-Recorder will be authorized to impose a \$1.00 fee for each instrument that is recorded by the county. In addition to this Resolution is amending the Fee Schedule for the Clerk-Recorder's Office and Amending Resolution 12-024 and 17-245.

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This Ordinance is Amending Section A-II 24.8 in Article 24, Chapter II of the Administrative Code pertaining to the addition of Government Code 27397 for the Official Records Recordation, First Page Per Document Recording Fee, Submitter Agreement Fee, and Vendor Fee for Electronic Recording Delivery Act of 2004.

Below are the expected revenue and expenses related to this item:

Annual Revenue Estimate	\$37,088
First Year Estimated Costs	\$59,477
Subsequent Years Estimated Costs	\$39,477

Included in these costs are approximately \$21,000 related to additional staff time required to manage the electronic recording. No new staff is required for this project. Also, included are expected costs of \$30,000 in the first year and \$10,000 in subsequent years for a contract that is required for electronic recording. This contract will be brought to the board in a coming meeting. Please see Attachment 1 for more detail on the revenue and expense estimates.

Item Initiated by: Sandra Sjoberg

Approved by: Gregory J. Diaz

Submittal Date: 10/31/2017

Revision Date: