

JDS:jh
Chp3.25.ord
10/14/19



**ORDINANCE NO.** \_\_\_\_\_

**AN ORDINANCE TO ESTABLISH A SCHEDULE OF FEES  
FOR THE RECORDER-CLERK'S OFFICE**

**THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO DOES ORDAIN  
AS FOLLOWS:**

**Section 1.** Title 3 – Revenue and Finance of the El Dorado County Ordinance Code is hereby amended by adding a new Chapter 3.25 pertaining to a schedule of fees for the Recorder-Clerk's Office to read as follows:

**Chapter 3.25**  
**RECORDER-CLERK FEES**

**Sections:**

- 3.25.010 Title
- 3.25.020 Purpose
- 3.25.030 Authority
- 3.25.040 Fee Schedule
- 3.25.050 Statutory Fees
- 3.25.060 Severability

**Sec. 3.25.010 – Title.**

This chapter shall be known, and may be referred to, in all proceedings as the Schedule of Fees for the Recorder-Clerk's Office.

**Sec. 3.25.020 – Purpose.**

The purpose of this chapter is to establish a schedule of fees, authorized by law, in the amount reasonably necessary to recover the cost incurred by the County Recorder-Clerk on behalf of the County in providing the products or services enumerated herein.

**Sec. 3.25.030 – Authority.**

The fees established herein are authorized pursuant to the following statutes, as may be amended from time to time: California Business and Professions Code (B&P) §§ 6404, 6405(c), 17929(a), 17929(b), 17929(c), 17929(d), 22350, 22352, 22353, 22453 & 22453.1; California Civil Code (CC) § 8214; California Family Code (FC) §§ 360(c), 530-536; California Fish and Game Code (F&G) §§ 711 et. seq.; California Government Code (GC) §§ 12194, 26831, 26833, 26836, 26840.1, 26840.3, 26840.7, 26840.8, 26849.1, 26850, 26852, 26855.1, 26855.2, 26855.3, 26861, 27293, 27361, 27361.1, 27361(a)(2), 27361.2, 27361.3, 27361.4, 27361.8, 27361.9, 27366, 27372, 27387, 27388, 27388.1, 54985; California Health & Safety Code (H&S) §§ 103625(a), 103625(b)(1), 103625(c); and California Revenue and Taxation Code (R&T) §§ 408.3, 11911.

**Sec. 3.25.040 – Fee Schedule.**

Effective January 1, 2020, the Recorder-Clerk will hereafter collect the following fees for the services or products rendered as outlined below or as required by statute:

<b>COUNTY RECORDER - RECORDING FEES</b>			
<b>Code References:</b> B&P = Business & Professions Code; CC = Civil Code; FC = Family Code; F&G = Fish & Game Code; GC = Government Code; H&S = Health & Safety Code; R&T = Revenue & Taxation Code			
	<b>Code Reference</b>	<b>Fee</b>	<b>Proposed New Fee</b>
<b>Regular Recording Fee</b>			
1 <sup>st</sup> Page (8 ½ X 11) & Title	GC 27361 & 27361.4	\$14.00	
Each Additional Page	GC 27361 & 27361.4	\$3.00	
Each Additional Title	GC 27361.1 & 27361.4	\$14.00	
<b>Real Estate Fraud Fee (REFF) – All Recordings exempt if Documentary Transfer Tax is paid; amount set by Board Resolution</b>	GC 27388	\$2.00	
<b>Documentary Transfer Tax \$0.55 per \$500 value</b>	R&T 11911	\$0.55	
<b>SB2 Affordable Housing and Job Act Fee.</b> Some exemptions apply and must be stated on the face page of the document	GC 27388.1 (Maximum \$225)	\$75.00	
<b>Uniformity Penalty</b>	GC 27361(a)(2)	\$3.00	
<b>Release of State or County Tax Liens</b>	GC 27361.3 & 27361.4		
Base Recording fee - \$12.00		\$12.00	
Each Additional Page		\$ 3.00	
<b>Financing Statements</b>	GC 12194		
U.C.C. 2 pages or less - \$10.00		\$10.00	
U.C.C. 3 pages or more \$20.00		\$20.00	

<b>Notification of Involuntary Lien per debtor</b>	GC 27387	\$10.00	
<b>Additional indexing</b> – each additional reference	GC 27361.2	\$3.00	
<b>Additional indexing</b> – each 10 names after initial 10 names	GC 27361.8	\$5.00	
<b>Map Filings for Record</b> Subdivision, Parcel , Survey & Assessment Maps 1 <sup>st</sup> Page - \$14.00 Each Additional Page	GC 27372	\$14.00 \$3.00	
<b>Penalty Print</b>	GC 27361	\$1.00	
<b>Preliminary Notice 20-Day Filing</b>	GC 27361.9 & CC 8214	\$35.00	\$45.00
<b>Documents recorded without Preliminary Change of Ownership Report</b>	R&T 408.3	\$20.00	
<b>COUNTY RECORDER - COPIES</b>			
<b>Official Record Copies</b> 1 <sup>st</sup> Page Each Additional Page Certification	GC 27366	\$3.00 \$1.00 \$2.00	
<b>Conformed Copies</b> - One copy will be returned immediately after recording, provided a Self-Addressed, STAMPED envelope is enclosed.		No Fee	
<b>Assessor Plat Map</b>	GC 27366	\$1.50	
<b>Parcel or Subdivision Map or Record of Survey</b> – 1 <sup>st</sup> page	GC 27366	\$3.00	
<b>Each additional page for Parcel or Subdivision Map or Record of Survey</b>		\$1.00	
<b>Official Records Daily Image &amp; Index Subscription</b>	Res. 326-93	\$430.00/mo	
<b>CD/DVD</b>		\$15.00/each	
<b>CERTIFIED COPIES OF VITALS OR CERTIFIED SEARCH OF RECORD</b>			
<b>Birth Record</b>	H&S 103625(b)(1)	\$28.00	
<b>Death Record</b>	H&S 103625(a)	\$21.00	
<b>Fetal Death Record</b>	H&S 103625(a)	\$18.00	
<b>Marriage Record</b>	H&S 103625(c)	\$15.00	
<b>COUNTY CLERK – CERTIFICATION &amp; COPIES</b>			
Photocopying a document per page	GC 26831	\$0.50	
Certifying a copy under seal prepared by County Clerk	GC 26833, 27364	\$2.25	
Every Certificate for which the fee is not otherwise fixed	GC 26836	\$10.00	
Official capacity certification of a public official or notary	GC 26852	\$10.00	
Certificate of Foreign Language Translation per	GC 27293	\$10.00	

page			
<b>COUNTY CLERK – ENVIRONMENTAL FILINGS</b>			
Fish & Wildlife Administrative Fee	F&G 711 et. seq	\$50.00	
<b>COUNTY CLERK – FICTITIOUS BUSINESS NAMES</b>			
Fictitious Business Name Statement	B&P 17929(a)		
One business name and one owner includes one certified copy		\$35.00	\$40.00
One business name and filing as a “married couple”		\$35.00	\$40.00
Additional business names or owners	B&P 17929(b)	\$5.50	\$7.00
Abandonment of Fictitious Business Name Statement	B&P 17929(c)	\$30.00	\$35.00
Withdrawal of Partnership operating under FBN	B&P 17929(d)	\$30.00	\$35.00
Certified Copy of any statement on file	B&P 17929(b)	\$2.25	
<b>COUNTY CLERK – MARRIAGES – ISSUED BY APPOINTMENT ONLY</b>			
Public, Declaration or Non-clergy Marriage License	GC 26840.3 & 26840.7	\$68.00	\$80.00
Confidential Marriage License	GC 26840.1, 26840.3 & 26840.8	\$58.00	\$85.00
Duplicate Marriage License	FC 360(c)	\$25.00	
Marriage Solemnization	GC 26861	\$40.00	
Deputy Commissioner of Civil Marriages (One Time)	GC 54985	\$50.00	
Provide a witness for a civil ceremony	GC 54985	\$5.00	
Annual Notary Authorization to issue Confidential Licenses	FC 530-536	\$300.00	
<b>COUNTY CLERK – MISCELLANEOUS</b>			
Filing Financial Statement of Admitted Surety	GC 26855.2	\$3.50	
Issuing a certificate re-justification of sureties per CCP 995.640	GC 26855.3	\$5.00	
Filing a Power of Attorney, Notice of cancellation, Revocation or Withdrawal of Power of Attorney for an admitted surety per name	GC 26855.1 & 26855.3	\$15.00	
Filing & Indexing all papers – For which a charge is not elsewhere provided, other than papers filed in actions or special proceedings, official bonds or certificates of appointment	GC 26850	\$10.00	
<b>COUNTY CLERK - REGISTRATIONS</b>			
Notary Public Oath	GC 26849.1	\$25.00	\$35.00
Process Server	B&P 22352 & 22353	\$100.00	
Professional Photocopier	B&P 22453 &	\$175.00	

If applicant is a registered process server	22453.1 B&P 22350	\$100.00	
<b>Unlawful Detainer Assistant/Legal Document Assistant</b>	B&P 6404 & 6405(c)	\$175.00	
<b>Identification Card</b>	B&P 22352 & 22453	\$10.00	
<b>OTHER FEES</b>			
<b>Returned Check Service Fee</b>		\$25.00	

**Sec. 3.25.050 – Statutory Fees.**

Fee amounts that are fixed by statute or adjusted by operation of state laws may be implemented by resolution of the Board of Supervisors.

**Sec. 3.25.060 – Severability.**

If any provision of this chapter, or any part thereof, is for any reason held to be unconstitutional, invalid, or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this chapter or any part thereof.

**Section 2.** This ordinance shall take effect thirty (30) days following adoption hereof.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held on the \_\_\_\_\_ day of \_\_\_\_\_, 2019, by the following vote of said Board:

**ATTEST**  
**KIMBERLY DAWSON**  
Clerk of the Board of Supervisors

Ayes:  
Noes:  
Absent:

By: \_\_\_\_\_  
Deputy Clerk

\_\_\_\_\_  
Sue Novasel, Chair, Board of Supervisors

APPROVED AS TO FORM  
DAVID A. LIVINGSTON  
County Counsel

By: \_\_\_\_\_  
Janeth D. SanPedro

Assistant County Counsel