



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Clerk – Assessor – Recorder – Elections (CARE)



DATE: November 16, 2009
BOARD MEETING DATE: December 1, 2009
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: 4/5th

TO: Honorable Board of Supervisors

FROM: Warren Slocum, Chief Elections Officer &
Assessor-County Clerk-Recorder

SUBJECT: Adopting the Amended Fee Schedule for the Office of the
Clerk-Assessor-Recorder-Elections (CARE) pursuant to
Senate Bill 676, Chapter 606 from the Statutes of 2009

RECOMMENDATION:

Approve a resolution:

Authorizing the Office of the Clerk-Assessor-Recorder & Elections (CARE) to adjust the base recording fee for the first page of a document presented for recording pursuant to Government Code section 27361, et seq.

BACKGROUND:

State law establishes the fee the County Recorder may collect for recording documents. The current base recording fee was established in 1985, nearly 25 years ago, and it has not been raised since that time. Senate Bill 676 was signed by the Governor on October 11, 2009, which, in addition to other local fees, raises the base recording fee from \$4 up to \$10 to reimburse the County for costs of services rendered pursuant to this section. The adoption of this conforming resolution will allow the Recorder's Office in the County of San Mateo to increase the fees in accordance with state statute.

DISCUSSION:

In the spring of 2008, an independent consultant performed a fee study of all fees relating to CARE services, and your honorable board subsequently approved those adjustments. Because the base recording fee is set by statute, no increase to that fee was included at the time. However, the consultant was asked to do a preliminary evaluation of the base recording fee during the fee study. The consultant's preliminary determination set our recording fee at \$13 to recover costs.

While a fee adjustment of \$10 as allowed by SB 676 would be significant, we recommend its approval based on the consultant's determination that a \$10 fee will not fully recover our costs. Other counties have conducted informal studies to determine

their cost of recording documents and have reached similar results.

County Counsel has reviewed the Board Memo and Resolution as to form.

Approval of this Resolution will contribute to the Shared Vision 2025 outcome of collaboration as leaders are forging a partnership, promoting a regional (and statewide) solution on behalf of informed and engaged residents and supporting the outcome of fiscal accountability and concern for future impacts.

Performance Measure(s):

Measure	FY 2008-09 Actual	FY 2009-10 Projected
Total number of official and vital documents recorded	150,000	125,000

FISCAL IMPACT:

There is no Net County Cost. We estimate that the newly generated revenue for 2009-2010 to be approximately \$500,000.