

**LEGISLATIVE DIGEST**

[Administrative Code - Assessor-Recorder Fees]

**Ordinance amending the Administrative Code to revise the fees for copies of certain documents in and services provided by the Office of the Assessor-Recorder.**

Existing Law

The Administrative Code permits the Assessor-Recorder to charge certain fees for copies of recorded documents. These fees are \$3.00 for the first page, and \$0.50 for each additional page.

Amendments to Current Law

This ordinance would update the fee schedule for copies of recorded documents based on a cost study performed by the Controller's Office. A "standard" fee of \$9.44 for the first page and \$0.38 for each additional page would generally apply. A "self-service" fee of \$1.76 per document would apply when the request is made through a designated portal on the Assessor-Recorder's website and can be fulfilled automatically. For certain requests, the Assessor-Recorder would be able to charge lesser fees to reflect actual costs that are less than the fee schedules would provide.

The Controller would update these fees annually to reflect changes in the Consumer Price Index. This ordinance would also update the fees for notary services in compliance with state law.

Background Information

These fees are imposed under state law that requires county recorders to charge fees for recorded documents that recover their costs.

n:\legana\as2023\2300337\01734293.docx