



RESOLUTION No. 25-318

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION TO ESTABLISH A REVISED CONSOLIDATED USER FEE SCHEDULE FOR COUNTY DEPARTMENTS AND RESCINDING RESOLUTION 24-298 AS AMENDED

WHEREAS, the County of Nevada is required to provide certain services for which it is appropriate to charge a fee; and

WHEREAS, the Board of Supervisors of the County of Nevada (“the Board”) has the authority to establish fees that do not exceed the reasonable cost of providing the service or regulatory activity for which the fee is charged; and

WHEREAS, the Board desires that departments be financially self-supporting to an extent that balances cost recovery with accessibility to services; and

WHEREAS, in order to develop a user fee schedule that is fair, equitable, and accessible to the recipients of services and to County taxpayers, the Board, at its 2015 Board Workshop, directed the establishment of the User Fee Review Group (“UFRG”), consisting of representatives from County Counsel, Auditor-Controller and County Executive offices; and

WHEREAS, the UFRG is tasked with reviewing fee studies and proposals for reasonableness and to make recommendations to the Board for the adoption of fee schedules that are both justifiable within the confines of applicable government codes and provide for accessibility to services where appropriate; and

WHEREAS, on June 4, 2019, via Resolution 19-242, the UFRG recommended, and the Board approved the introduction of an adjustment where appropriate to certain fees by Consumer Price Index for urban wage earners and clerical workers in the State of California (CPI); and

WHEREAS, the authority previously granted by the Board of Supervisors to adjust fees by CPI has traditionally been two years, which the UFRG recommends be extended, retroactively, to five years from the date of the most recent comprehensive fee study; and

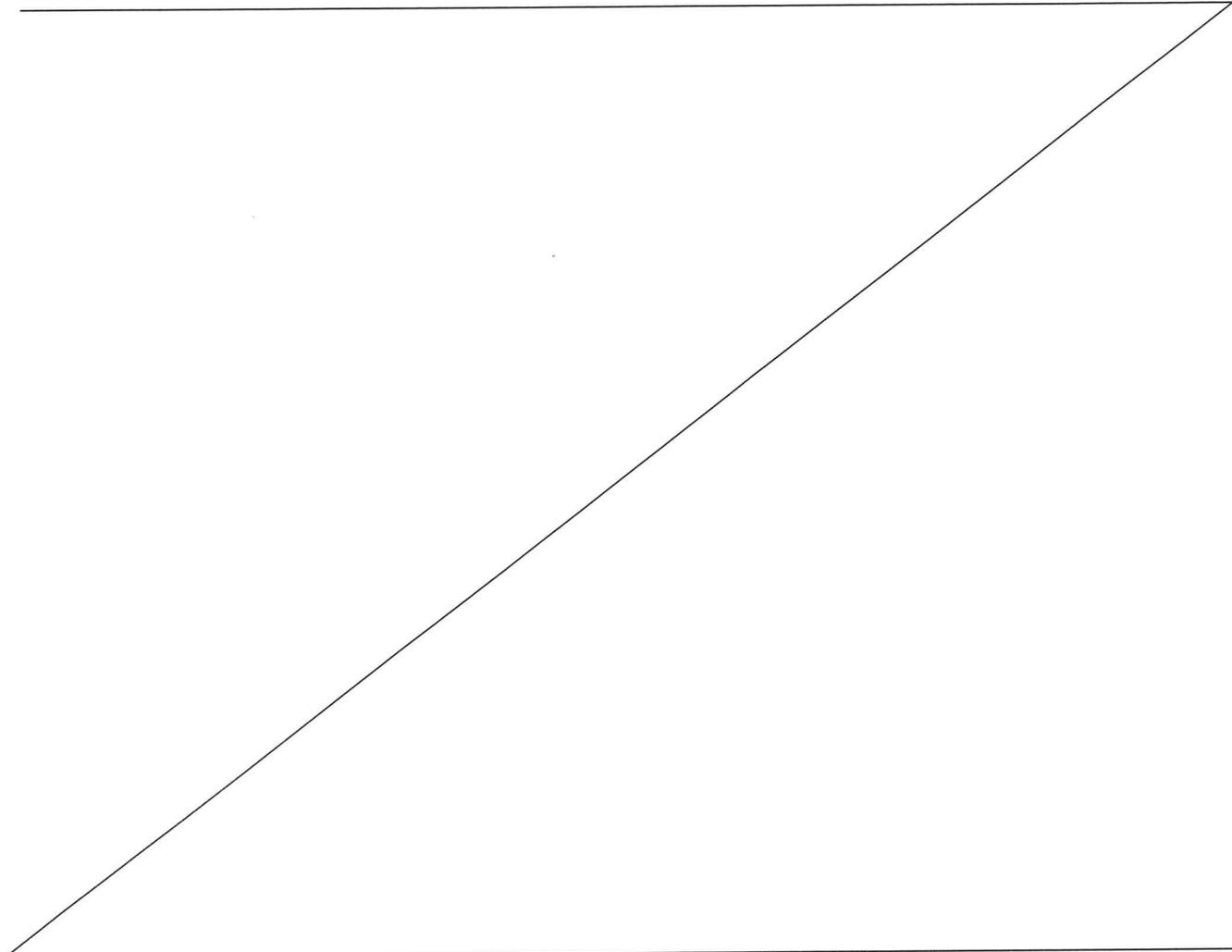
WHEREAS, the fees set forth in the attached fee schedules are recommended by the UFRG to the Board for adoption as reasonable, equitable and accessible and not more than the costs of providing the service for which the fee is imposed.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nevada County Board of Supervisors of the County of Nevada, State of California:

1. The Board reaffirms its intent for the User Fee Review Group (UFRG) to:
 - a. Review all user fee schedules for compliance with the standard that proposed fees do not exceed the reasonable cost of providing the service or regulatory activity for which the fee is charged
 - b. Make determinations regarding the fiscal sustainability and material impact of softening certain fees for the purpose of service accessibility

- c. Make recommendations to the Board for approval of said fee schedules
2. The UFRG is authorized to administratively adjust or add mandatory State-adopted fees to the attached fee schedules if the County is required to collect such fees on behalf of or at the express direction of the State.
3. Fees indicated in the attached fee schedules can be automatically adjusted annually for up to five fiscal years following the most recent fee study update, where appropriate. Such annual adjustment shall be the Consumer Price Index (CPI) for urban wage earners and clerical workers in the State of California for the previous twelve months ending in December as published by the State of California Department of Industrial Relations. Annual adjustments shall only be made if the CPI is more than zero percent and does not result in a fee that exceeds the reasonable cost of providing the service. The County shall apply, and post notice of all automatic fee increases at least sixty days prior to the effective date of the increase, for which the effective date would be no sooner than July 1 of each fiscal year.
4. The following Community Development Agency Department Fees shall have additional phased increases in addition to CPI as noted in Exhibit "E" as follows:
 - a. Cannabis Compliance: 3.5% for FY 26/27
 - b. Code Compliance: 2.82% for FY 26/27
5. The UFRG shall annually review the attached fee schedules to confirm that the application of the CPI is consistent with the County's local cost increases and the County's actual cost of providing the identified services. If there is a substantial deviation from CPI and actual costs, the User Fee Review Group will recommend to the Board of Supervisors an amended fee schedule.
6. This resolution and all fee schedules attached hereto shall be effective sixty (60) days after its adoption.
7. Resolution 24-298 is rescinded upon the effective date of this resolution.
8. The following is hereby established into the Consolidated User Fee Schedule:
 - a. Fee schedule for Animal Control, attached hereto as Exhibit "A"
 - b. Fee schedule for the Assessor, attached hereto as Exhibit "B"
 - c. Fee schedule for the Clerk of the Board, attached hereto as Exhibit "C"
 - d. Fee schedule for the Clerk Recorder, attached hereto as Exhibit "D"
 - e. Fee schedule for the Community Development Agency, attached hereto as Exhibit "E"
 - f. Fee schedule for the Registrar of Voters (Elections), attached hereto as Exhibit "F"
 - g. Fee schedule for Information and General Service Agency, including the Airport, Facilities, and Geographic Information Systems (GIS), attached hereto as Exhibit "G"

- h. Fee schedule for the Library, attached hereto as Exhibit “H”
- i. Fee schedule for the Probation Department, attached hereto as Exhibit “I”
- j. Fee schedule for the Public Guardian Division of Social Services, attached hereto as Exhibit “J”
- k. Fee schedule for Public Health, attached hereto as Exhibit “K”
- l. Fee schedule for the Sheriff, attached hereto as Exhibit “L”
- m. Fee schedule for the Treasurer-Tax Collector, attached hereto as Exhibit “M”



PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a special meeting of said Board, held on the 10th day of June 2025, by the following vote of said Board:

- Ayes: Supervisors Heidi Hall, Robb Tucker, Lisa Swarthout, Susan Hoek, and Hardy Bullock.
- Noes: None.
- Absent: None.
- Abstain: None.
- Recuse: None.

ATTEST:

TINE MATHIASEN
Chief Deputy Clerk of the Board of Supervisors

By: Lanman Cecchi

Heidi Hall

Heidi Hall, Chair



Nevada County Consolidated User Fee Schedule Exhibits FY 25/26

EXHIBIT A: ANIMAL CONTROL	1
EXHIBIT B: ASSESSOR	4
EXHIBIT C: CLERK OF THE BOARD	5
EXHIBIT D: CLERK RECORDER	6
EXHIBIT E: COMMUNITY DEVELOPMENT AGENCY	9
EXHIBIT F: ELECTIONS	30
EXHIBIT G: IGS	31
EXHIBIT H: LIBRARY	33
EXHIBIT I: PROBATION	34
EXHIBIT J: DEPARTMENT OF SOCIAL SERVICES (PUBLIC GUARDIAN)	35
EXHIBIT K: PUBLIC HEALTH	36
EXHIBIT L: SHERIFF	37
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Exhibit M - Treasurer - Tax Collector

Department	Description	Current 24/25	Proposed 25/26	Fee Type	Local Authority	State Authority	Federal Authority	Year Updated	Notes
			CPI Adjustment where applicable						
Treasurer-Tax Collector	General - Certified Hard Copy Document, per page (from paper, microfiche, microfilm, computer)	\$2.50	\$2.50	ea.	Resolution 23-288	<u>GC54985</u>		2023	Per Page
Treasurer-Tax Collector	General - Certified Mailing Fee	\$10.00	\$10.00	ea.	Resolution 23-288	<u>GC54985</u>		2023	Per Mailer
Treasurer-Tax Collector	General - Hourly Rate/Research Fee	\$110.75	\$113.93	H	Resolution 23-288	<u>GC54985</u>		2023	Amended Hourly Rate; \$104/hour based on 15 minute increments; Annual CPI Adjustment will Apply
Treasurer-Tax Collector	Taxes - All - Copies of tax bills to non-owner / non-assessee	\$1.50	\$1.50	ea.	Resolution 23-288	<u>R&T 162</u>		2023	Per Bill
Treasurer-Tax Collector	Taxes - All - Copies of tax bills to the owner or assessee	\$1.50	\$1.50	ea.	Resolution 23-288	<u>R&T 162</u>		2023	Per Bill; First copy free
Treasurer-Tax Collector	Taxes - All - Collection SkipTrace Research Fee	\$3.00	\$3.00	ea.	Resolution 23-288	<u>GC54985</u>		2023	Amended Name - Formerly called DMV's Database Search Fee
Treasurer-Tax Collector	Taxes - All - Mobile Home Document Fee / 2nd Certificate only	\$10.00	\$10.00	ea.	Resolution 23-288	<u>R&T 10760</u>		2023	
Treasurer-Tax Collector	Taxes - Secured - Auction - Excess Claims Administration Fee	\$100.00	\$100.00	ea. + C	Resolution 23-288	<u>R&T 4674; R&T 4676</u>		2023	Plus County Counsel Hourly Cost
Treasurer-Tax Collector	Taxes - Secured - Auction - Personal Contact for Auction Property	C	C	C	Resolution 23-288	<u>R&T 3704.7 c</u>		2023	
Treasurer-Tax Collector	Taxes - Secured - Auction - Processing Fee	\$150.00	\$150.00	F	Resolution 23-288	<u>R&T 4112</u>		2023	
Treasurer-Tax Collector	Taxes - Secured - Auction - Parties of Interest Notification	C	C	C	Resolution 23-288			2023	
Treasurer-Tax Collector	Taxes - Secured - Auction - Publication	C	C	C	Resolution 23-288	<u>R&T 4673</u>		2023	
Treasurer-Tax Collector	Taxes - Secured - Auction - Title Reports	C	C	C	Resolution 23-288	<u>R&T 4112 a1; GC54985a; Admin. Code sec A-1124.4</u>		2023	Actual Cost up to \$700 each;
Treasurer-Tax Collector	Taxes - Secured - Auction - To Conduct the Auction	\$150.00	\$150.00	F	Resolution 23-288	<u>R&T 4672.1</u>		2023	
Treasurer-Tax Collector	Taxes - Secured - Auction -Vendor Set Up Cost	C	C	C	Resolution 23-288	<u>R&T 4673</u>		2023	
Treasurer-Tax Collector	Taxes - Secured - Electronic Copies of the Delinquent Secured or Unsecured Tax File	\$100.00	\$100.00	ea	Resolution 23-288	<u>GC54985</u>		2023	Plus Research Fee
Treasurer-Tax Collector	Taxes - Secured - Electronic Copies of the Current Secured or Unsecured Tax File	\$200.00	\$200.00	ea	Resolution 23-288	<u>GC54985</u>		2023	Plus Research Fee
Treasurer-Tax Collector	Taxes - Secured - Installment Plan Fee	\$50.00	\$50.00	ea	Resolution 23-288	<u>R&T 4217</u>		2023	Per Parcel
Treasurer-Tax Collector	Taxes - Secured - Installment Plan Fee Reinstate	\$50.00	\$50.00	ea	Resolution 23-288	<u>R&T 4217</u>		2023	Per Parcel
Treasurer-Tax Collector	Taxes - Secured - Publication First Year Delinquent	C	C	C	Resolution 23-288	<u>R&T 4673</u>		2023	
Treasurer-Tax Collector	Taxes - Secured - Separation Fee for Co-owners (\$21 Assessor, \$25 Auditor, \$15 Tax Collector)	\$61.00	\$61.00	ea	Resolution 23-288	<u>Ordinance 1576; R&T 2821</u>		2023	Per Parcel/per Fiscal Year
Treasurer-Tax Collector	Taxes - Secured & Supplemental - Cost Fee (after Apr 10)	\$10.00	\$10.00	F	Resolution 23-288	<u>R&T 2621; R&T 2706; R&T 75.52</u>		2023	
Treasurer-Tax Collector	Taxes - Secured & Supplemental - Delinquent Fee (after Dec 10 and Apr 10)	10%	10%	F	Resolution 23-288	<u>R&T 2617; R&T 2618; R&T 2704; R&T 2705; R&T 75.52</u>		2023	Incorrectly listed on previous fee schedule, should be 10% of Bill instead of \$10 per R&T Codes
Treasurer-Tax Collector	Taxes - Secured & Supplemental - Redemption Penalty (on July 1st)	P	P	F	Resolution 23-288	<u>R&T 4103</u>		2023	1.5% per month delinquent
Treasurer-Tax Collector	Taxes - Secured & Supplemental - Reminder Notices (sent after each installment and July Abstract)	\$3.00	\$3.00	ea	Resolution 23-288	<u>GC54985</u>		2023	Per Parcel
Treasurer-Tax Collector	Taxes - Secured & Supplemental - State Fee	\$1.50	\$1.50	F	Resolution 23-288	<u>R&T 4102</u>		2023	
Treasurer-Tax Collector	Taxes - Secured & Supplemental - Tax Clearance Certificate Application fee (609)	\$110.75	\$113.93	F	Resolution 23-288	<u>GC66492</u>		2023	Amended Hourly Rate; Annual CPI Adjustment Will Apply

Exhibit M - Treasurer - Tax Collector

Department	Description	Current 24/25	Proposed 25/26	Fee Type	Local Authority	State Authority	Federal Authority	Year Updated	Notes
Treasurer-Tax Collector	Taxes - Secured & Supplemental - Tax Clearance Research & Certificate fee	C	C	C	Resolution 23-288			2023	
Treasurer-Tax Collector	Taxes - Unsecured - Bench Warrant (goes to Sheriff)	C	C	C	Resolution 23-288	<u>GC54985</u>		2023	
Treasurer-Tax Collector	Taxes - Unsecured - Bulk Transfer	C	C	F	Resolution 23-288	<u>GC54985</u>		2023	Amending fee from \$10 to cost
Treasurer-Tax Collector	Taxes - Unsecured - Delinquent Notice/ Notice of Intent to File Summary Judgment	\$5.00	\$5.00	F	Resolution 23-288	<u>GC54985</u>		2023	Amended name - formerly called Collection Fee; Plus Certified Mailing Fee
Treasurer-Tax Collector	Taxes - Unsecured - DMV Boat Hold Notice	\$3.00	\$3.00	F	Resolution 23-288	<u>GC54985</u>		2023	Amended Name - formerly called DMV Research
Treasurer-Tax Collector	Taxes - Unsecured - Handling Fee (for Tax Collector)	\$10.00	\$10.00	F	Resolution 23-288	<u>GC54985</u>		2023	
Treasurer-Tax Collector	Taxes - Unsecured - Installment Plan Fee	\$50.00	\$50.00	ea	Resolution 23-288	<u>GC54985; R&T 2927.6; Admin Code sec. A-11 24.4</u>		2023	Per Installment Plan
Treasurer-Tax Collector	Taxes - Unsecured - Seizure Fee (advertising fee)	C	C	C	Resolution 23-288	<u>GC54985</u>		2023	
Treasurer-Tax Collector	Taxes - Unsecured - Seizure Fee (Sheriff's keeper fee and mileage)	C	C	C	Resolution 23-288	<u>R&T2958</u>		2023	
Treasurer-Tax Collector	Taxes - Unsecured - Seizure Fee (statutory fee)	\$15.00	\$15.00	F	Resolution 23-288	<u>R&T2958</u>		2023	
Treasurer-Tax Collector	Taxes - Unsecured - Seizure Fee (time and expense per employee)	C	C	C	Resolution 23-288	<u>GC54985</u>		2023	
Treasurer-Tax Collector	Taxes - Unsecured - Serving Order of Exam (OEX)	C	C	C	Resolution 23-288	<u>GC54985</u>		2023	
Treasurer-Tax Collector	Taxes - Unsecured - Summary Judgment Recorded Copy Mailing (for Recorder)	\$7.00	\$7.00	ea	Resolution 23-288	<u>GC54985</u>		2023	
Treasurer-Tax Collector	Taxes - Unsecured - Writ of Execution (bank levy, keeper, till tap, wage garnishment, fee to Courts)	C	C	C	Resolution 23-288	<u>GC54985</u>		2023	
Treasurer-Tax Collector	Treasury - Returned Check Fee	\$25.00	\$25.00	ea	Resolution 23-288	<u>Res 93-303</u>		2023	
Treasurer-Tax Collector	Treasury - Domestic/International Wire	\$30.00	\$30.00	F	Resolution 23-288			2023	
Treasurer-Tax Collector	Other - Bankruptcy Claim (County Counsel Attorney Fees)	varies	varies	C & RC	Resolution 23-288			2023	Actual & Reasonable Costs
Treasurer-Tax Collector	Other - FTB Intercept Program Collection Fee	C	C	ea	Resolution 23-288	<u>GC54985</u>		2023	
Treasurer-Tax Collector	Other - SCO FTB Collection Fee	C	C	ea	Resolution 23-288	<u>GC54985</u>		2023	