

RESOLUTION NO. 2025-90

RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING REVISED FEE SCHEDULE FOR REGISTRAR OF VOTERS

Whereas, the laws of the State of California and the provisions of the Solano County Code authorize the Solano County Board of Supervisors to establish and adjust fees that the Registrar of Voters proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit VII to Solano County Code section 11-110.8, to be effective on July 1, 2025.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on April 22, 2025 by the following vote:

AYES: SUPERVISORS James, Brown, Williams, Vasquez, and Chair Mashburn

NOES: SUPERVISORS None

EXCUSED: SUPERVISORS None



MITCH H. MASHBURN, Chair
Solano County Board of Supervisors

ATTEST:
BILL EMLLEN, Clerk
Solano County Board of Supervisors



By: Alicia Draves
Alicia Draves, Chief Deputy Clerk

**COUNTY OF SOLANO
COST AND RECOMMENDED FEE SCHEDULE
FY 2025/26**

**REGISTRAR OF VOTERS
EXHIBIT VII**

Ref. #	Service	Est. No. of Units 2025/26	Current Fee Per Unit	Actual Cost Per Unit	Rec'd Fee/Unit 2025/26	New Fee	Revised Fee	Fee Authority	Description/Exception
1550-01	Research - Staff Time (not for election district billing) customer requests only	2	\$49.80 per quarter hour plus copy costs	\$51.62 per quarter hour plus copy costs	\$51.62 per quarter hour plus copy costs		✓	GC 26831	
1550-02	Voter File - Countywide (pre-made)	20	\$15.00	\$15.48 plus Direct Material Cost	\$15.00			GC 26831	
1550-03	Certified Affidavit Copies	30	\$1.50	\$13.76	\$1.50			EC 2167 sets max at \$1.50, GC 54985	
1550-04a	Custom Reports/Files	20	actual costs (\$49.80 per 1/4 hour & supplies)	actual costs (\$51.62 per 1/4 hour & supplies)	actual costs (\$51.62 per 1/4 hour & supplies)		✓	GC 26831	
1550-06	Vote-By-Mail File Subscription	3	\$326.47	Fixed Rate based on length of VBM period, and # of subscribers per election: \$338.27	\$338.27		✓	GC 26831	
1550-08a	Campaign Statement Copies	100	\$0.10 per page	\$17.20	\$0.10 per page			GC 81008 sets max at .10	
1550-08b	Campaign Statement Copies 5 years or more older	0	\$5 retrieval fee plus \$0.10 per page	\$103.20 retrieval plus \$0.11 per page	\$5 retrieval fee plus \$0.10 per page			GC 81008	
1550-09a	Economic Interest Statement-Copy	100	\$0.10 per page	\$17.20	\$0.10 per page			GC 81008 sets max at .10	
1550-09b	Economic Interest Statement Copy 5 years or more older	0	\$5 retrieval fee plus \$0.10 per page	\$103.20 plus \$0.11 per page	\$5 retrieval fee plus \$0.10 per page			GC 81008	
1550-10	Late Fines - Campaign & Economic Interest	0	\$10 per day up to \$100 max.	Variable	\$10 per day up to \$100 max.			GC 91013 sets max at 10.00	
1550-12	Voter Index - Walking List	10	\$0.50 per 1000 names	\$1.00 per 1000 names	\$0.50 per 1000 names			EC2184 sets max at \$.50 per 1000 names	100 names/page \$1.00/page
1550-13a	Maps - All production maps excluding Fairfield/Suisun	5	\$100.00	\$100.65	\$100.00			GC 27366 / 54985	2.75'x3.66', \$10 per sq. ft.
1550-13b	Maps- Production map - Fairfield/Suisun	1	\$250.00	\$250.00	\$250.00			GC 27366 / 54985	5'x5', \$10 per sq. ft.
1550-13d	Maps - Custom All Sizes	5	\$51.90 per 1/4 hour (min) + Direct Material Cost	\$51.62 per 1/4 hour (min) + Direct Material Cost	\$51.62 per 1/4 hour (min) + Direct Material Cost		✓	GC 27366 / 54985	
1550-16	Certification of Documents - each	2	\$1.75	\$13.76	\$1.75			GC 26833 sets max at \$1.75 GC54985	
1550-18	Voter Search Certified	0	\$5.00	\$51.60	\$5.00			GC 26854 sets max at \$5	
1550-22	Indices Mailing	0	Actual Costs	Variable	Actual Costs			GC 54985	Direct Material Costs
1550-23	Special Request Mailings	0	Actual Costs	Variable	Actual Costs			GC 26854 GC 54985	Direct Material Costs (vendor billing to ROV)
1550-24	Staff Time Hourly Rate - Election Support	unknown	employee hourly benefited rate + 97.47% overhead	employee hourly benefited rate + 99.33% overhead	employee hourly benefited rate + 99.33% overhead		✓	EC 10520	
1550-32	Deposit per Registered Voter to Run Special Election	unknown	\$4.00	Variable	\$4.00			EC 10002	
1550-34	County Counsel Staff Time for City/School District/Special District Elections	unknown	Actual Costs	Variable	Actual Costs			Cal. Const. art. XI, § 7	
1550-40	Local, Special, Vacancy and Consolidated Districts	unknown	Direct Material Costs	Variable	Direct Material Costs			Election Code 10002	Direct Material Costs (vendor billing to ROV)
1550-41	Recount Costs	unknown	Direct Material Costs	Variable	Direct Material Costs			Election Code 10002	Direct Material Costs (vendor billing to ROV)
1550-42	Notice of Intent to Circulate Petition	unknown	\$200.00	Unknown	\$200.00			Election Code 9103(b) sets max at \$200	