

RESOLUTION NO. 2025-88

**RESOLUTION OF THE SOLANO COUNTY BOARD OF SUPERVISORS ADOPTING
REVISED FEE SCHEDULE FOR TREASURER-TAX COLLECTOR-COUNTY CLERK**

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 Treasurer – Tax Collector – County Clerk proposes.

Resolved, the Solano County Board of Supervisors adopts the fees set forth in attached Exhibit V to Solano County Code section 11-110.6, 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, Chief Deputy Clerk

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

**TREASURER/TAX COLLECTOR / COUNTY CLERK
EXHIBIT V**

Ref. #	Service	Estimated No. of Units 2025/26	Current Fee Per Unit	Actual Cost per Unit	Rec'md Fee per Unit	New Fee	Revised Fee	Fee Authority	Description/Exception
1300-01	Returned (Dishonored) Person/Corporate/Cashiers Check, Money Order, Draft, Credit Card, Debit Card, Electronic Funds Transfer	2	35.00	33.58	35.00			GC §6157 (b) GC §6159(g)	Countywide general purpose returned check fee
1300-02	Returned (Dishonored) Check Tax Collector Only	330	45.00	46.00	45.00			CC §1719, GC §6157 (b), R&T §2509.2	Tax Collector Returned Check Fee: Amt added to tax
1300-11	Research (Per ¼ hour, ¼ hour minimum)	10	32.00	31.23	32.00			GC §6253 & 54985	Records research
1311-20	Debit Card PIN Based Processing Fee*	300	3.95	3.95	3.95			GC 54985	Direct cost: The lesser of \$3.95 per transaction or actual costs imposed by merchant provider. County departments may include additional direct or indirect costs as incurred up to maximum rate per transaction
1300-21	Merchant Card Convenience Fee (Credit) Maximum Rate	0	2.25%	(0.00)	2.25%			GC 54985	Direct cost: The lesser of 2.25% of total transaction amount or actual costs imposed by merchant provider. County departments may include additional direct or indirect costs as incurred up to maximum rate per transaction
1300-22	Merchant Card Convenience Fee (Debit) Maximum Rate	0	2.25%	(0.00)	2.25%			GC 54985	Direct cost: The lesser of 2.25% of total transaction amount or actual costs imposed by merchant provider. County departments may include additional direct or indirect costs as incurred up to maximum rate per transaction
1300-23	Payments Received By Electronic Wire	200	9.00	9.22	9.00			GC §54985	Tax payments wired directly to county
1311-01	Delinquent Secured Taxes Collection Cost	10,000	20.00	27.99	20.00			RT §2621 & 2706; GC§54985(a)	State Mandated Charge Modified by GC§54985
1311-02	Redemption State Cost	2,000	1.50	1.50	1.50			RT §4112 (a) (b)	Statutory
1311-03	Redemption County Cost (Man Fee Amt, Excess rev offsets Pub Costs 1311-22)	50	150.00	153.56	150.00			RT §4112 (a) (b)	Statutory
1311-04	Redemption Personal Contact	50	150.00	58.28	150.00			RT §4112.4 & 3704.7 GC 54985	"Actual and reasonable cost"
1311-05	Redemption Power to Sell Cost - Cost Recovery	75	90.00	94.24	90.00			RT §4112(1), 4672.2	No longer mandated, set to cost
1311-11	Tax Collector's Certificate - Lot Line Adjustment	20	40.00	33.23	40.00			GC §66412(d)	Tax Collector's Certificate - Lot Line Adjustment
1311-12	Subdivision/Parcel Maps Handling	10	40.00	33.23	40.00			GC §54985	Subdivision/Parcel Maps Handling
1311-13	Segregation of Parcel Handling	0	40.00	33.23	40.00			GC §54985	Segregation of Parcel Handling
1311-14	Payment Plan Setup Charge (rename of 5 pay plan fee)	300	60.00	54.06	60.00			RT §4217(b) GC§54985	Payment Plan Setup Charge (rename of 5 pay plan fee)

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1311-15	Redemption Fee - Fee set by statute	2,000	15.00	20.82	15.00			RT §4673 & 4112 (a)(b) & 3702. R&T 4837.5	Redemption Fee - Fee set by statute
1311-16	Unsecured Delinquent Account Enforcement	20	163.00	119.05	163.00			RT §2922 (e)	At commencement of enforcement action
1311-21	Parties of Interest Search	50	215.00	214.29	215.00			RT §4673 & 4112 (a)(b) & 3702	Cost recovery only
1311-22	Redemt Pub Costs (Tax Sale). Fee does not cover full cost. Excess rev from 1311-03 Man fee covers shortfall	50	90.00	42.86	90.00			RT §4673 & 4112 (a)(b) & 3702	Cost recovery only
1311-23	Internet Auction Cost	56	350.00	441.00	350.00			RT §4673 & 4112 (a)(b) & 3702	Cost recovery only 3698.5 (2) Tax Manual
1311-31	Mobile Home Duplicate Tax Clearance Certificate	55	20.00	12.41	20.00			GC §54985	Mobile Home Duplicate Tax Clearance Certificate
1311-32	Duplicate Tax Bill	134	2.00	2.08	2.00			GC 54985	Duplicate Tax Bill
1311-41	Sec Tax Roll: Whole or Part: Electronic File	42	20.00	10.41	20.00			GC54985	Electronic records requests
1311-42	Sec Tax Roll: Detailed Charges: Electronic	15	20.00	10.41	20.00			GC54985	Electronic records requests
1311-43	Sec & Supp Tax Roll Detailed Charges: Electronic File	16	20.00	10.41	20.00			GC54985	Electronic records requests
1311-44	Other redeemption charges	10	20.00	10.41	20.00			GC54985	Electronic records requests
1311-45	Special Assessments By Fund	10	140.00	136.25	140.00			GC 54985	Electronic records requests
1311-51	SCIPS Special Project Request (Programmer Analyst or System Analyst Per Hour)	0	150.00	150.00	150.00			GC 54985	Special project programing
1311-61	Special Assessment Request By Fund (Corrected Tax Bills) Per Bill	0	32.00	27.07	32.00			GC §54985	Requested correction to issued tax bill by agency
1312-01	Certified Copy of Confidential License	68	20.00	24.00	25.00		✓	HS §103625, 103640, 100430, 103628(c)	\$5.40 to domestic violence prevention
1312-11	Process Server Registration (includes 1 ID card) - Fee set by statute	10	110.00	109.14	110.00			BP §22352, 22455	Process Server Registration (includes 1 ID card) - Fee set by statute
1312-12	Professional Photocopier	0	175.00	163.70	175.00			BP §22453-22455	Fee set by statute
1312-13	Unlawful Detainer Assistant	0	182.00	163.70	182.00			BP §6404-6405	Fee set by statute
1312-14	Legal Document Assistant	4	182.00	145.51	182.00			BP §6402-6416	Fee set by statute
1312-15	Humane Officer Appointment	0	5.00	10.91	5.00			CC §14502(e)	Fee set by statute

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1312-21	Miscellaneous Proof of Publication Filings	0	2.25	3.64	2.25			GC 26850	Fee set by statute
1312-23	Professional Photocopier Registrant is also a registered process server	1	100.00	145.51	100.00			BP §22453-22455	Fee set by statute
1312-31	Marriage License (Public)	1,200	95.00	92.71	95.00			GC §26840(.3, 11,.0,7), 54985,HS 100430/100435, WI 18304	Multiple allocations per statute
1312-32	Marriage License (Confidential)	200	108.00	106.83	108.00			GC §26840(.3, 11,.0,7), 54985,HS 100430/100435, WI 18304	Multiple allocations per statute
1312-33	Declared Marriage License	10	95.00	92.71	95.00			GC §26840(.3, 11,.0,7), 54985,HS 100430/100435, WI 18304	Multiple allocations per statute
1312-34	Affidavit of Duplicate Marriage License	25	40.00	36.38	40.00			FC §360	Affidavit of Duplicate Marriage License
1312-35	Amended Marriage License	20	40.00	36.38	40.00			HS §103700 \$11, GC54985 \$14	Portion to state, add on cost for form completion
1312-36	Marriage License: After Hours Issuance * Per Half Hour. OT Upcharge	0	75.00	105.50	75.00			GC §26840.2, 54985	Charged for after hours issuance
1312-41	Marriage Ceremonies Civil Marriage Ceremonies Performed On Site	300	65.00	72.76	75.00		✓	GC §26861	Marriage Ceremonies Civil Marriage Ceremonies Performed On Site
1312-42	Witness Fee For Ceremony	10	32.00	36.38	32.00			GC §54985	Per witness
1312-43	Marriage Ceremony Online Non Refundable Deposit (In Development)	0	32.00	36.38	32.00			GC §54985	Marriage Ceremony Online Non Refundable Deposit (In Development)
1312-44	Deputy Commissioner of Civil Marriages (One Day, One Ceremony)	0	135.00	145.51	135.00			GC §26861, FC 401(b)	One time usage
1312-45	Marriage Ceremonies Weekend Rate	0	175.00	218.27	175.00			GC §26861, FC 401(b)	Weekend ceremonies onsite rate
1312-51	FBNS: Fictitious Business Name Statement	2,050	60.00	54.57	60.00			BP §17929(a),(b) GC 54985	FBNS: Fictitious Business Name Statement
1312-52	FBNS: Each Add Owner/Business Name on FBS	720	8.00	7.28	8.00			BP §17929(a),(b) GC 54985	FBNS: Each Add Owner/Business Name on FBS
1312-53	FBNS: Abandonment / Withdrawal	50	60.00	54.57	60.00			BP §17929(a),(b) GC 54985	FBNS: Abandonment / Withdrawal
1312-54	FBNS: Weekly FNS Report	0	26.00	25.46	26.00			GC §54985	FBNS: Weekly FNS Report

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1312-55	FBNS: Certified Copy	30	13.00	10.91	13.00			GC §54985	FBNS: Certified Copy
1312-61	Notary Public Oath	400	48.00	47.29	48.00			GC 8213	Notary Public Oath
1312-62	Verifying of Notary	135	21.00	18.19	21.00			GC §26852.1,5 4985	Verifying of Notary
1312-63	Certification of Documents	75	21.00	25.46	25.00		✓	GC §26833	Certification of Documents
1312-64	Translation Certification	3	40.00	54.57	55.00		✓	GC §54985	Translation Certification
1312-71	Power of Attorney	0	35.00	36.38	35.00			GC §26855.1,5 4985	Power of Attorney
1312-72	Power of Attorney Additional Names	0	8.00	7.28	8.00			GC §26855.1,5 4985	Power of Attorney Additional Names
1312-73	POA Revocation (Each Name)	0	8.00	7.28	8.00			GC §26855.1,5 4985	POA Revocation (Each Name)
1312-81	Professional Photocopier Additional I.D. Card	4	15.00	18.19	15.00			BP §22457,223 52(c)	Professional Photocopier Additional I.D. Card