

RESOLUTION NO.

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2 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVERSIDE,
3 CALIFORNIA, AMENDING THE CITY'S MASTER FEES AND CHARGES
4 SCHEDULE AS SET FORTH IN RESOLUTION NO. 21960, AS AMENDED,
5 PROVIDING FOR ADJUSTMENTS FOR CITY CLERK FEES AND
6 AUTHORIZING THE CHIEF FINANCIAL OFFICER TO AMEND THE
7 MASTER FEES AND CHARGES SCHEDULE.

8 WHEREAS, the City has the authority to impose fees pursuant to its authority under Article
9 XI, §7 of the California Constitution and under its complementary powers under Section 37112 of
10 the California Government Code and Section 200 of the Riverside City Charter; and

11 WHEREAS, the City has established a policy of recovering the partial and/or full costs
12 reasonably borne as a result of providing special services of a voluntary and limited nature, such
13 that general taxes are not diverted from general services of a broad nature; and

14 WHEREAS, in Chapter 3.30 of the Riverside Municipal Code, the City Council established
15 its policy as to the recovery of costs and more particularly the percentage of costs reasonably borne
16 to be recovered from users of City services and directing staff as to the methodology for
17 implementing said Chapter 3.30; and

18 WHEREAS, the adoption of a schedule of fees and charges to be paid by those requesting
19 such special services and the percentage of costs reasonably borne by those persons receiving such
20 special services are necessary so that the City might effectuate its policies; and

21 WHEREAS, the adjusted fees will allow the City to recover up to the reasonable costs
22 incurred by the City in providing services; and

23 WHEREAS, the specific fees to be charged for services are to be reviewed annually and
24 be adopted by resolution of the City Council after providing notice and holding a public hearing
25 as required by law; and

26 WHEREAS, on June 17, 2025, the City adopted the FY 2025/2026 Master Fees and
27 Charges schedule which included citywide fees and charges that aligned with a previous
28 comprehensive update based on the finding of the study performed by MGT of America
Consulting, LLC ("MGT"); and

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1 WHEREAS, during the City’s Fees and Charges review process for the FY 2026/2027
2 Master Fees and Charges Schedule, the “Regulation, Product or Service” fees for the City Clerk
3 were updated to include the “Public Records Duplication Fee” and “Notary Services” and these
4 updates are reflected in Exhibit “A”, attached hereto and incorporated herein; and

5 WHEREAS, the FY 2026/2027 Master Fees and Charges Schedule has adjusted most fees
6 to reflect the increase to the Consumer Price Index (CPI) so as to recover the costs reasonably
7 borne to provide the listed regulation, product or service. This CPI increase is based on the most
8 recent data published CPI for the Riverside-San Bernardino-Ontario region or according to a
9 comparable measure of inflation as determined by the City’s Finance Director; and

10 WHEREAS, the City Council held a duly noticed public hearing on June 23, 2026, and
11 considered all oral and written evidence presented regarding the revisions to the Master Fees and
12 Charges Schedule; and

13 WHEREAS, all requirements of law regarding the notice and the provision of data are
14 hereby found to have been met; and

15 WHEREAS, the City desires to amend the Master Fees and Charges Schedule, Resolution
16 No. 21960 and its related amendments.

17 NOW, THEREFORE, BE IT RESOLVED based upon the foregoing facts, the staff report,
18 the cost analyses and other evidence submitted to the City Council at the June 23, 2026, City
19 Council meeting, by the City Council of the City of Riverside, California, as follows:

20 Section 1: The above recitals are hereby found to be true and correct and are hereby
21 incorporated herein as if stated in full.

22 Section 2: The City Council hereby determines that the specific fees to be charged for
23 services, which are set forth in Exhibit “A,” Schedule of Fees and Charges, attached hereto and
24 incorporated herein by reference, are the reasonable costs for service and hereby adopts the same.

25 Section 3: Resolution No. 21960 and all applicable amendments thereto are hereby
26 amended to include the new fees as shown in Exhibit “A” herein.

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1 Section 4: This Resolution, together with any other resolution amending Resolution No.
2 21960 and the accompanying Master Fees and Charges Schedule, shall collectively be known as,
3 and hereinafter may be interchangeably referred to as, the “Fees and Charges Resolution,”
4 “Schedule of Fees and Charges,” or the “Master Fees and Charges Schedule.”

5 Section 5: All fees set by this Resolution are for each identified process or service;
6 additional fees shall be required for each additional process or service that is requested or required.

7 Section 6: The fees and charges revisions set forth in Exhibit “A” fall within the stated
8 exceptions to the definition of “tax” established by Proposition 26, and therefore, are not subject
9 to the requirements of Article XIIC of the California Constitution.

10 Section 7: The Finance Director is hereby directed and authorized to maintain a current
11 Master Fees and Charges Schedule which will include all amendments to the Fees and Charges
12 Resolution.

13 Section 8: If any portion of this Resolution is for any reason declared invalid or
14 unconstitutional by the decision of any court of competent jurisdiction, such decision shall not
15 affect the validity of the remaining portions of this Resolution; the City Council hereby declaring
16 that it would have adopted this Resolution and every other section, subsection, paragraph,
17 subparagraph, item, sub-item, clause, phrase, or portion thereof, irrespective of the fact that any
18 one or more section, subsection, paragraph, subparagraph, item, sub-item, sentence, clause, phrase,
19 or portion be declared invalid or unconstitutional.

20 Section 9: The provisions of this resolution pertaining to the following fees shall become
21 effective thirty (30) days from date of approval by City Council:

22 1209 Public Records Duplication Fee

23 1210 Notary Services

24 Section 10: Other than as stated herein, Resolution No. 21960 and all amendments
25 thereto are hereby amended as of the date this Resolution becomes operative and effective, which
26 is the date of City Council approval, and any previously established fee or charge not amended
27 herein remain in full force and effect.
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