


**Department of Finance**

Chad Rinde  
Director

**County of Sacramento****Divisions**

Auditor-Controller  
Consolidated Utilities Billing &  
Service  
Investments  
Revenue Recovery  
Tax Collection & Licensing  
Treasury

***Inter-Office Memorandum***

**Date:** May 9, 2025  
**To:** Florence Evans, Clerk of the Board  
**From:** Chad Rinde   
Director of Finance

**Subject:** ***Request to Publish FY 25-26 Tax Collection Fees***

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Pursuant to Sacramento County Code (SCC) section 3.30.020 (b), the Director of Finance has updated the Tax Collection fees for Fiscal Year 25-26 based on the Consumer Price Index (CPI) which incorporates a 2.2% CPI adjustment, and these fees have been reviewed and approved by the Auditor-Controller Division of the Department of Finance.

Pursuant to SCC 3.30.020 (b), I am requesting the Clerk of the Board publish the fees schedule no later than June 1, 2025, for an effective date of July 1, 2025. Please provide confirmation of the publishing once completed for our records.

The Department of Finance will also conduct customer outreach by posting the fee changes in our office and on our website. If you have any questions, please contact Laura Jacobson, Assistant Tax Collector, at 916-874-6648, or by email at [JacobsonL@saccounty.gov](mailto:JacobsonL@saccounty.gov)

**Attachment:**

FY2025-26 Tax Collection Fee Schedule

**CC:** Sylvester Fadal, Deputy County Executive, Administrative Services  
Laura Jacobson, Assistant Tax Collector  
Poonam Aujla, Assistant Auditor Controller  
Christina Wynn, Assessor

<b>Service</b>	<b>Fees for Publication</b>
<b>Tax</b>	
EFT Non-acceptance Fee	\$89.00
Installment Payment Plan	\$99.00
Tax Clearance Certificate (Duplicate Mobile Home)	\$22.00
Tax Paid Certificate (Subdivision, Court, Bulk Transfer)	\$18.00
Segregation Application (Current Year)	\$172.00
Segregation Application (Current & Prior Year)	\$194.00
Secured Second Installment Cost	\$40.00
<b>Tax Defaulted Land</b>	
Tax Sale Lien Search	\$493.00
Tax Sale Personal Contact	\$185.00
Tax Sale List (First Sale)	\$8.00
Tax Sale List (Second Sale)	\$3.00
Cost of Tax Sale (Public Auction)	\$239.00
Cost of Tax Sale (Sealed Bid)	\$270.00
<b>Unsecured Tax</b>	
Delinquent Notice	\$24.00
Notice of Intent to File	\$25.00
Assessee Research/Skip Tracing	\$32.00
Final Notice to File	\$17.00
Unsecured Demand	\$17.00
Filing Cost - Certificate of Lien/Summary Judgement	\$6.00
Renewal Cost - Certificate of Lien/Summary Judgement	\$21.00
DMV Vessel Registration Hold	\$8.00
<b>Tax Files</b>	
Certified copy fee	\$1.00
Document/Copy Fee	\$3.00
Combined CORTAC Tape	\$532.00
Redemption CORTAC Tape	\$87.00
<b>Other</b>	
Research Request (1 Hour)	\$75.00