

MARIPOSA COUNTY RESOLUTION NO. 91-155

A RESOLUTION RESCINDING RESOLUTION NUMBERS
86-231 AND 86-250 RELATIVE TO
PUBLIC OFFICE HOURS FOR THE COUNTY DEPARTMENTS OF
ASSESSOR, AUDITOR/RECORDER, TREASURER/TAX COLLECTOR
SUPERIOR COURT/COUNTY CLERK AND JUSTICE COURT

WHEREAS, the Board of Supervisors, following recommendations from the Department Heads of the offices of Assessor, Auditor/Recorder, Treasurer/Tax Collector, Superior Court/County Clerk and Justice Court, passed and adopted Resolution Numbers 86-231 and 86-250 which allowed the offices of Assessor, Auditor/Recorder, Treasurer/Tax Collector, Superior Court/County Clerk and Justice Court to maintain public hours from 9:00 a.m. to 4:00 p.m., Monday through Friday instead of the usual 8:00 a.m. to 5:00 p.m., and

WHEREAS, after discussions with the Department Heads of the above-mentioned County Offices relative to office needs at the present time, the Department Heads desire to increase the hours available to the general public to conduct County business, with amended restrictions on filings and marriage licenses, and

WHEREAS, the Board of Supervisors has the authority to set County office hours;

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of Supervisors of Mariposa County as follows:

1. **AUDITOR:** The Office of the County Auditor shall be open to the general public from 8:00 a.m. to 5:00 p.m.

2. **RECORDER:** The Office of the County Recorder shall be open from 8:00 a.m. to 3:30 p.m. for the purposes of recording official instruments, with the office remaining open for the convenience of the general public until 5:00 p.m.

3. **JUSTICE COURT:** The Office of the Justice Court Clerk shall be open to the general public from 8:00 a.m. to 5:00 p.m. However, no small claim filings will be accepted after 4:30 p.m. each business day.

4. **SUPERIOR COURT:** The Office of the Superior Court Clerk shall be open to the general public from 8:00 a.m. to 5:00 p.m. with no restrictions.

5. **COUNTY CLERK:** The Office of the County Clerk shall be open to the general public from 8:00 a.m. to 5:00 p.m. However, no marriage licenses or passports will be issued after 4:30 p.m. each business day.

6. **TREASURER/TAX COLLECTOR:** The Office of the Treasurer/Tax Collector shall be open to the general public from

8:00 a.m. to 5:00 p.m., without restrictions.

7. ASSESSOR: The Office of the Assessor shall be open to the general public from 8:00 a.m. to 5:00 p.m., without restrictions.

8. Offices of Auditor/Recorder, Justice Court and Superior Court/County Clerk shall immediately post a schedule notice on their respective doors advising the public of such changes in hours of their operation.

9. That a notice to the public be published in a newspaper of general circulation at least once prior to the above-mentioned hours going into effect.

10. Notices will be posted on the outside door of the Hall of Records and on the Courthouse outdoor bulletin board for public information.

11. Resolution Numbers 86-231 and 86-250 are hereby rescinded in their entireties.

12. This Resolution shall go into effect on May 1, 1991

BE IT FURTHER RESOLVED that this action is taken to ensure the maximum public service for the citizens of Mariposa County.

PASSED AND ADOPTED by the Mariposa County Board of Supervisors this 16th day of April, 1991, by the following vote:

AYES: BAGGETT, PUNTE, ERICKSON, TABER
NOES: NONE
ABSENT: RADANOVICH
ABSTAINED: NONE

BY Sally S. Punte
VICE CHAIRMAN

GEORGE P. RADANOVICH, Chairman
Mariposa County Board of Supervisors

ATTEST:

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

Margie Williams
MARGIE WILLIAMS
Clerk of the Board

Jeffrey G. Green
JEFFREY G. GREEN
County Counsel