When Recorded Return to:
Clerk of the Board
P.O. Box 827
Florence, AZ 85132

ORDINANCE NO. _____

AN ORDINANCE OF THE PINAL COUNTY BOARD OF SUPERVISORS, TO REPEAL AND REPLACE ORDINANCE NO. 050615-JCFS, ALSO KNOWN AS THE PINAL COUNTY JUSTICE COURT PUBLIC SERVICE FEE SCHEDULE ORDINANCE

WHEREAS, the products and services provided by the Justice of the Peace Courts in Pinal County, Arizona, hereinafter "Justice Courts," are consumed by the members of the public requesting services which require the Justice Courts to expend monies assisting the public in accessing civil and criminal records; and

WHEREAS, the Pinal County Board of Supervisors, hereinafter "Board," favors easing the burden on taxpayers by defraying or covering the cost of products and services requested by members of the public from those who cause the expenditure; and

WHEREAS, Arizona Revised Statute § 22-281, Arizona Code of Judicial Administration § 4-303, and related Administrative Orders of the Supreme Court of Arizona prescribe fees to be collected by the Justice Courts for providing products and services related civil matters, but not criminal matters; and

WHEREAS, the Justice Courts are without a statutory means to defray or cover the costs of providing products and services related to criminal matters;

WHEREAS, the Board finds that the Justice Courts will expend substantial monies by providing products and services related to criminal matters; and

WHEREAS, the Board previously enacted Pinal County Ordinance No. 050615-JCFS and established Fee Schedule that defined fees to be collected by the Justice Courts when providing products and services to the members of the public who request such services; and

WHEREAS, the Ordinance No. 050615-JCFS Fee Schedule established fees for products and services provided related to both civil and criminal matters; and

WHEREAS, the Fee Schedule in Ordinance No. 050615-JCFS established fees for products and services related to civil matters that are below the minimum fees now prescribed by the Arizona Revised Statute § 22-281 and The Supreme Court of Arizona Administrative Order AO 2024-211, rendering the Ordinance No. 050615-JCFS Fee Schedule moot as it applies to civil matter fees; and

WHEREAS, the Fee Schedule in Ordinance No.050615-JCFS, being enacted in 2015, no longer adequately offsets the Justice Courts' rising costs to provide products and services related to criminal matters.

NOW, THEREFORE, IT IS HEREBY ORDAINED by the Board of Supervisors of Pinal County, Arizona, as follows:

ARTICLE 1 – AUTHORITY AND SCOPE

Sec. 100 This Ordinance is adopted pursuant to A.R.S. §§ 11-251.05 and 11-251.08(A) which Authorizes the Board of Supervisors to adopt and enforce all ordinances necessary and proper to carry out the duties, responsibilities, and functions of the county government and to adopt fee schedules for any specific services provided by the County to the public.

ARTICLE 2 – SHORT TITLE

Sec. 200 This Ordinance may be referred to as the Pinal County Justice Court Cost Recovery Fund Fee Schedule Ordinance.

ARTICLE 3 – REPEAL OF PINAL COUNTY ORDINANCE NO. 050615-JCFS

Sec. 300 Pinal County Ordinance No. 050615-JCFS is hereby repealed.

ARTICLE 4 – FEES

Sec. 400 The Justice Court shall collect fees for services provided to the public as described in the Fee Schedule attached to this ordinance. This Ordinance's Fee Schedule shall only apply to products and services provided related to criminal court matters.

Sec. 401 This Ordinance imposes no greater fees on services provided related to civil matters than those prescribed in the Arizona Revised Statutes. The Justice Courts shall continue to collect fees for products and services provided in civil matters as directed in A.R.S. § 22-281, Arizona Code of Judicial Administration § 4-303, and any applicable Administrative Orders from the Supreme Court of Arizona.

Sec. 402 The board may revise the fee schedule as needed to keep current with rising expenses of performing public services related to criminal matters.

Sec. 403 The adoption or revision of this Ordinance's Fee Schedule shall not effect any change in the Ordinance itself.

Sec. 404 If a check that has been presented to a Justice Court in payment for a product or service subject to the Fee Schedule is returned by a payee bank for insufficient funds, the court shall assess a non-sufficient funds fee against the maker of the check.

Sec. 405 All fees collected pursuant to this Ordinance shall be tendered to the Pinal County Treasurer and deposited into the Pinal County Justice Court Recovery Fund.

Sec. 406 Monies deposited into the Pinal County Justice Court Recovery Fund shall be subject to a continuing appropriation and shall not lapse.

Sec. 407 A fee assessed pursuant to the authority of this Ordinance shall constitute a lien in like manner as a judgment rendered in a civil action.

ARTICLE 5 – PROCEDURES

Sec. 500 The fees collected and deposited into the Pinal County Justice Court Recovery Fund are to be included in the annual County budget and a Justice of the Peace shall direct any requisition for use of the funds to the Presiding Judge of the Pinal County Superior Court, who shall approve or disapprove said requisition, and, if approved, forward it to the County Manager for approval. Upon approval, the requisition shall be forwarded for procurement and upon receipt, payment by County warrant.

ARTICLE 6 – EFFECTIVE DATE

Sec. 600 This Ordinance shall become effective thirty (30) days from the date of adoption by the board.

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PASSED AND ADOPTED this _____ day of _____, 2025, by the Board of Supervisors of Pinal County, Arizona.

_____
Stephen Q. Miller, Chairman – District 3

ATTEST:

_____
Natasha Kennedy, Clerk of the Board

PINAL COUNTY JUSTICE COURT COST RECOVERY FUND FEE SCHEDULE

WHEREAS, the Pinal County Board of Supervisors, pursuant to A.R.S. §§ 11-251.05 and 11-251.08, has the authority to adopt fee schedules for specific products and services provided by Pinal County to the public; and

WHEREAS, Notice of Public Hearing was published at least fifteen (15) days prior to the public hearing and public hearing was held on June 11, 2025; and

WHEREAS, this matter has been reviewed by the Pinal County Board of Supervisors in a Work Session and a Public Hearing held before the Pinal County Board of Supervisors on June 11, 2025, to take public testimony regarding the proposed fee schedule; and

WHEREAS, the Pinal County Justice Courts have provided a basis for the fees set forth below.

NOW, THEREFORE, the following fees are established and adopted for Justice Court products and services provided to users of the Pinal County Justice Court to cover Justice Court expenses related thereto.

Pinal County Justices of the Peace shall receive fees established and classified as follows for products and services provided related to criminal matters including criminal traffic offenses:

Class	Description	Fee
A	Clerk fee	$33.00
	Documents and transcript transfer on appeal	$33.00
	Certification of any documents	$33.00
	Issuance of writs	$33.00
	Filing any paper or performing any act for which a fee is not specifically prescribed	$33.00
	Subpoena (criminal)	$33.00
	Research in locating a document	$33.00
	Seal a court file	$33.00
	Reopen a sealed court file	$33.00
	Record duplication	$33.00
	Copies of any documents Fee per page	$0.50
B	Non-Sufficient Funds Fee	$33.00

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PASSED AND ADOPTED this ___ day of_____, 2025, by the PINAL COUNTY BOARD OF SUPERVISORS.

_____
Stephen Q. Miller, Chairman of the Board
Pinal County Board of Supervisors

ATTTEST:

_____
Natasha Kennedy, Clerk of the Board

APPROVED AS TO FORM:



Ryan Heidt, Deputy County Attorney