



MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

Violet Varona-Lukens, Executive Officer-  
Clerk of the Board of Supervisors  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

County Librarian

At its meeting held January 6, 2004, the Board took the following action:

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At the time and place regularly set, notice having been duly given, the following item was called up:

Hearing to establish a fee in amount of \$30 to be collected and retained by the County Librarian for the execution under oath or affirmation of each U.S. passport application processed in addition to the standard passport fees set by the U.S. Department of State in amount of \$55 for adults, \$45 for persons under 16 years of age, and \$60 for any passport application requiring expedited service; authorize the County Librarian to take all actions necessary for the Department of State to designate the Valencia Library as a pilot passport acceptance facility and to expand the program to other library locations in the future, if appropriate; also find that action is exempt from the California Environmental Quality Act, as further described in the attached letter dated January 6, 2004 from the County Librarian.

Opportunity was given for interested persons to address the Board. No interested persons addressed the Board.

On motion of Supervisor Yaroslavsky, seconded by Supervisor Burke, unanimously carried, the Board closed the hearing and took the following actions:

1. Made a finding that the proposed new fee is exempt from the California Environmental Quality Act on the basis that it is for the purpose of meeting operating expenses associated with the provision of passport processing services;

(Continued on Page 2)

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2. Adopted the attached resolution to establish a fee for processing United States Passport applications at County libraries at the rate set by the United States Department of State; and
3. Instructed the County Librarian to take all actions necessary to have the U.S. Department of State designate a pilot passport acceptance facility at the Valencia Library, to collect the fees and to apply the revenue to department operations, and to expand the program to other library locations if appropriate in the future.

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#### Attachments

#### Copies distributed:

Each Supervisor  
Chief Administrative Officer  
County Counsel  
Auditor-Controller