

<b>COUNTY OF SAN MATEO APPROPRIATION TRANSFER REQUEST</b>				REQUEST NO. ATR26-B0084	
DEPARTMENT: PUBLIC WORKS				DATE: 06/11/2026	
<b>1. REQUEST TRANSFER OF APPROPRIATION AS LISTED BELOW:</b>					
	<b>CODES</b>			<b>AMOUNT</b>	<b>DESCRIPTION</b>
	<b>FUND or ORG</b>	<b>ACCOUNT</b>	<b>JL ORG CODE Measure K only</b>		
<b>FROM</b>	88690	2731		450,000	Operating Transfer In
<b>TO</b>	88690	7211		450,000	Fixed Assets - Structure Improvements
<b>Justification (Attach Memo if Necessary):</b>					
Approve an Appropriation Transfer Request recognizing unanticipated revenue, which will be transferred from the Department of Agriculture/Weights & Measures in the amount of \$450,000 to the Capital Project's Program for additional funding of the Agriculture/Weights & Measures Remodel Mitten Project.					
DEPARTMENT HEAD <i>DocuSigned by: Tony Newman</i> <small>1E5E5B59D17A42B...</small>				DATE 6/11/2026	
<b>2.</b> <input type="checkbox"/> Board Action Required <input checked="" type="checkbox"/> Four-Fifths Vote Required <input type="checkbox"/> Board Action Not Required Remarks:					
COUNTY CONTROLLER <i>DocuSigned by: Njope Njorje</i> <small>311A76FBA8404C2...</small>				DATE 6/11/2026	
<b>3.</b> <input checked="" type="checkbox"/> Approve as Requested <input type="checkbox"/> Approve as Revised <input type="checkbox"/> Disapproved Remarks:					
COUNTY EXECUTIVE <i>DocuSigned by: Roberto Manduia</i> <small>5178A926843D471...</small>				DATE 6/11/2026	

**DO NOT WRITE BELOW THIS LINE – FOR BOARD OF SUPERVISORS USE ONLY**

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA  
RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. \_\_\_\_\_

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Executive has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Executive be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

AYES and in favor of said resolution:

NOES and against said resolution:

Supervisors: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Supervisors: \_\_\_\_\_  
 \_\_\_\_\_  
 Absent \_\_\_\_\_  
 Supervisors: \_\_\_\_\_

\_\_\_\_\_  
 PRESIDENT, BOARD OF SUPERVISORS  
 COUNTY OF SAN MATEO

ATTEST: \_\_\_\_\_  
 Clerk of Said Board

<b>COUNTY OF SAN MATEO APPROPRIATION TRANSFER REQUEST</b>				REQUEST NO.	
DEPARTMENT: <b>PUBLIC WORKS</b>				DATE:	
<b>1. REQUEST TRANSFER OF APPROPRIATION AS LISTED BELOW:</b>					
	<b>CODES</b>			<b>AMOUNT</b>	<b>DESCRIPTION</b>
	<small>FUND or ORG</small>	<small>ACCOUNT</small>	<small>JL ORG CODE Measure K only</small>		
<b>FROM</b>	88690	2731		\$450,000	Operating Transfer In
<b>TO</b>	88690	7211		\$450,000	Fixed Asset- Structure Improvements
Justification (Attach Memo if Necessary): Approve an Appropriation Transfer Request recognizing unanticipated revenue, which will be transferred from the Department of Agriculture/Weights & Measures in the amount of \$450,000 to the Capital Project's Program for additional funding of the Agriculture/Weights & Measures Remodel Mitten Project.					
<b>DEPARTMENT HEAD</b>				<b>DATE</b>	
<b>2.</b> <input type="checkbox"/> Board Action Required <input checked="" type="checkbox"/> Four-Fifths Vote Required <input type="checkbox"/> Board Action Not Required Remarks:					
<b>COUNTY CONTROLLER</b>				<b>DATE</b>	
<b>3.</b> <input type="checkbox"/> Approve as Requested <input type="checkbox"/> Approve as Revised <input type="checkbox"/> Disapproved Remarks:					
<b>COUNTY MANAGER</b>				<b>DATE</b>	
<b>DO NOT WRITE BELOW THIS LINE – FOR BOARD OF SUPERVISORS USE ONLY</b>					

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA  
RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. \_\_\_\_\_

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

AYES and in favor of said resolution:

NOES and against said resolution:

Supervisors: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Supervisors: \_\_\_\_\_  
 \_\_\_\_\_  
 Absent \_\_\_\_\_  
 Supervisors: \_\_\_\_\_

\_\_\_\_\_  
 PRESIDENT, BOARD OF SUPERVISORS  
 COUNTY OF SAN MATEO

ATTEST: \_\_\_\_\_  
 Clerk of Said Board



COUNTY OF SAN MATEO  
**Inter-Departmental Correspondence**

Public Works

**DATE:** June 5, 2026

**BOARD MEETING DATE:** June 23, 2026

**TO:** Robert Manchia, Chief Financial Officer

**FROM:** Tory A. Newman, Director of Public Works

**SUBJECT:** Countywide Year-End ATR  
Appropriation Transfer Request for the Agriculture/Weights & Measures Remodel Mitten Project

**Recommendation**

Approve an Appropriation Transfer Request recognizing unanticipated revenue, which will be transferred from the Department of Agriculture/Weights & Measures in the amount of \$450,000 to the Capital Project's Program for the funding of the Agriculture/Weights & Measures Remodel Mitten Project.

**Background/Discussion**

AWM is currently operating from a group of aging buildings and a temporary trailer on two parcels in a Redwood City residential neighborhood, and a leased field office in San Bruno. In 2024, the County purchased 849 and 863 Mitten Road, Burlingame with plans to relocate AWM to provide for improved office facilities and consolidation of office space into one county-owned building. The site requires renovations to meet the needs of the department including personnel space and weights and measures labs to carry out regulatory functions. AWM will reimburse the Capital Project's Program for this Project.

**Fiscal Impact**

Approval of the Appropriation Transfer Request will recognize unanticipated revenue in the amount of \$450,000 to the Capital Project's Program for the Agriculture/Weights & Measures Remodel Mitten Project. The Department of Agriculture/Weights & Measures is submitting a separate ATR to increase their Transfers Out appropriations for this Project.

There is no impact to the General Fund.

<b>COUNTY OF SAN MATEO APPROPRIATION TRANSFER REQUEST</b>				REQUEST NO. ATR26-B0702	
DEPARTMENT: Agriculture/Weights & Measures				DATE: 5/18/2026	
<b>1. REQUEST TRANSFER OF APPROPRIATION AS LISTED BELOW:</b>					
	<b>CODES</b>			<b>AMOUNT</b>	<b>DESCRIPTION</b>
	<b>FUND or ORG</b>	<b>ACCOUNT</b>	<b>JL ORG CODE Measure K only</b>		
<b>FROM</b>	12610	8612		\$450,000	Departmental Reserves
<b>TO</b>	12610	7541		\$450,000	Operating Transfer Out
<b>Justification (Attach Memo if Necessary):</b> Approve an Appropriation Transfer Request for a one-time expense using \$450,000 Departmental Reserves to be transferred out to the Department of Public Works to the Capital Project's Program for the funding of Agriculture/Weights & Measures Remodel Mitten project fund.					
SIGNED BY: <i>Karen Widdel</i> <small>37C82C709F3B43A...</small>				DATE: 5/29/2026	
<b>2. <input type="checkbox"/> Board Action Required    <input checked="" type="checkbox"/> Four-Fifths Vote Required    <input type="checkbox"/> Board Action Not Required</b>					
Remarks:					
DocuSigned by: <i>Ngoc Nguyen</i> <small>311A76FBA8404C2...</small>				DATE: 6/1/2026	
<b>3. <input checked="" type="checkbox"/> Approve as Requested    <input type="checkbox"/> Approve as Revised    <input type="checkbox"/> Disapproved</b>					
Remarks:					
DocuSigned by: <i>Roberto Manduia</i> <small>5178A926843D471...</small>				DATE: 6/2/2026	
<b>DO NOT WRITE BELOW THIS LINE – FOR BOARD OF SUPERVISORS USE ONLY</b>					

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA  
RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. \_\_\_\_\_

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WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Executive has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Executive be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_

AYES and in favor of said resolution:

NOES and against said resolution:

Supervisors: \_\_\_\_\_  
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Supervisors: \_\_\_\_\_  
 \_\_\_\_\_  
 Absent \_\_\_\_\_  
 Supervisors: \_\_\_\_\_

\_\_\_\_\_  
 PRESIDENT, BOARD OF SUPERVISORS  
 COUNTY OF SAN MATEO

ATTEST: \_\_\_\_\_  
 Clerk of Said Board