

COUNTY OF SAN MATEO APPROPRIATION TRANSFER REQUEST				REQUEST NO. ATR25-B0088	
DEPARTMENT: ASSESSOR-COUNTY CLERK-RECORDER-ELECTIONS (ACRE)				DATE: 04/10/2025	
1. REQUEST TRANSFER OF APPROPRIATION AS LISTED BELOW:					
	CODES			AMOUNT	DESCRIPTION
	FUND or ORG	ACCOUNT	JL ORG CODE Measure K only		
FROM	See Supporting Attachment	See Supporting Attachment		4,446,755	See Supporting Attachment
TO	See Supporting Attachment	See Supporting Attachment		4,446,755	See Supporting Attachment
<b>Justification (Attach Memo if Necessary):</b> Authorizes an Appropriation Transfer Request (ATR) in the amount of \$4,446,755 to establish a budget appropriation for the March 4, 2025 Special Election. Non-Departmental Services will reimburse the Assessor-County Clerk-Recorder-Elections (ACRE) Department for costs associated with the March 4, 2025 Special Election in accordance with County Resolution No. _____.					
DEPARTMENT HEAD			DATE 4/10/2025		
2. <input type="checkbox"/> Board Action Required <input checked="" type="checkbox"/> Four-Fifths Vote Required <input type="checkbox"/> Board Action Not Required					
Remarks:					
COUNTY CONTROLLER			DATE 4/14/2025		
3. <input checked="" type="checkbox"/> Approve as Requested <input type="checkbox"/> Approve as Revised <input type="checkbox"/> Disapproved					
Remarks:					
COUNTY EXECUTIVE			DATE 4/28/2025		
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: \_\_\_\_\_

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

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

County of San Mateo  
Appropriation Transfer Request  
(Supporting Attachment)

Department: ASSESSOR-COUNTY CLERK-RECORDER-ELECTIONS (ACRE) 4/10/2025

REQUEST TRANSFER OF APPROPRIATION AS LISTED BELOW:

	CODES			AMOUNT	DESCRIPTION
	FUND or ORG	ACCOUNT	JL ORG CODE Measure K only		
FROM	13300	8135		4,446,755	IFT-IntraAgency Agreements
	Subtotal			4,446,755	
TO	13300	4161		1,730,000	Extra Help Hours – Reg Pay
	13300	5314		2,716,755	Other Election Expense
	Subtotal			4,446,755	

**Special Notice / Hearing:** None  
**Vote Required:** 4/5ths

**To:** Honorable Board of Supervisors  
**From:** Mark Church, Assessor-County Clerk-Recorder & Chief Elections Officer  
**Subject:** Appropriation Transfer Request for the Assessor-County Clerk-Recorder & Elections (ACRE) Department for the Conduct of the March 4, 2025 Special Election

**RECOMMENDATION:**

Authorizes an Appropriation Transfer Request (ATR) to increase Intrafund Transfers by \$4,446,755, itemized as follows: Salaries and Benefits in the amount of \$1,730,000 and Services and Supplies in the amount of \$2,716,755. These costs are associated with the March 4, 2025 Special Election, conducted in accordance with County Resolution No. 080857.

**BACKGROUND:**

At the December 3, 2024 Board of Supervisors Meeting, this Board adopted an ordinance and resolution calling for a Special Election to be held on March 4, 2025 throughout San Mateo County for the purpose of voting upon an amendment to the San Mateo County Charter granting the Board of Supervisors the authority until December 31, 2028 to remove an elected Sheriff for cause, by a four-fifths vote of the Board of Supervisors, after written notice and an opportunity to be heard, proclaiming said special local Countywide election pursuant to Elections Code Section 12001.

**DISCUSSION:**

On March 4, 2025, the Chief Elections Officer administered the Special Election ("Election"). The official canvass and an abstract or Statement of the Vote for the Election were completed and certified by the Chief Elections Officer and are now available at the Registration & Elections Division (40 Tower Road, San Mateo). An electronic copy of the Statement of the Vote is also published on the Registration & Elections Division website, [www.smcacre.gov](http://www.smcacre.gov), and a copy has been submitted to the Board, as required by state law.

Accordingly, the administration of the March 4, 2025 Special Election requires an Appropriation Transfer Request (ATR) to increase Intrafund Transfers by \$4,446,755, to reimburse ACRE for Salaries and Benefits in the amount of \$1,730,000 and Services and Supplies in the amount of \$2,716,755.

The County Attorney has reviewed and approved the Appropriation Transfer Request as to form.

**PERFORMANCE MEASURE:**

Measure	May 3, 2011	March 4, 2025
Number of registered voters in San Mateo County	341,303	444,497
Percent of Voters who voted in the Special Election	26.0%	24.4%

The most recent Countywide special election that did not include a statewide race was a special election in 2011 to elect a new member of the Board of Supervisors, which, unlike this Election, was consolidated with three school district measures.

**COMMUNITY IMPACT:**

The administration of this election demonstrates fair and effective government services by ensuring that all registered voters in San Mateo County have access to voting materials and the opportunity to have their voices heard with respect to decisions regarding the San Mateo County Charter.

**FISCAL IMPACT:**

Funds for this election will need to be appropriated in the amount of \$4,446,755 by the Board to reimburse the Assessor-County Clerk-Recorder-Elections (ACRE) Department Budget for costs associated with administering the March 4, 2025 Special Election. The ATR increases Intrafund Transfers, Salaries and Benefits and Services and Supplies in the Department’s FY 2024-25 Adopted Budget.