OFFICE OF THE ASSESSOR-COUNTY CLERK-RECORDER

SAN MATEO COUNTY

Date: November 29, 2004
Hearing Date: December 14, 2004

To: Honorable Members of the Board of Supervisors

From: Warren Slocum, Assessor-County Clerk-Recorder

Subject: **Appropriation Transfer Request**

RECOMMENDATION

Approve an Appropriation Transfer Request (ATR) transferring $665,000 from unanticipated revenue account to salaries and benefits; and services and supplies accounts within the Assessor-County Clerk-Recorder budget units.

Background/Discussion

Each department within the County has been required to balance its budget at the object level within each respective budget unit. Because of this mid-year's projected overrun, it is necessary to transfer funds that exist in various other departmental accounts to those that will exceed their original appropriation.

It is projected that the Elections Division will exceed appropriated amounts in salaries and benefits, and services and supplies accounts. The main reason for these overruns was the increased cost to conduct the November 2, 2004 Presidential General Election related to: 1) record breaking increases in voter registration, absentee ballot requests, and ballots cast; and 2) inclusion of the full text of the San Mateo County Safe Roads, Traffic Relief and Public Transportation (Measure A) measure in the November 2, 2004 sample ballot and voter information pamphlet which added substantial labor, translation, and ballot printing costs. Funding to offset these costs will come from billing to San Mateo County Transportation Authority and cities/schools/special districts for election services (unanticipated revenue).

Vision Alignment

This transfer keeps County's commitment of "responsive, effective and collaborative government" and serves the County's goal of "government decisions based on careful consideration of future impact rather than temporary relief."

Fiscal Impact

There will be no Net County Cost. Funding is coming from unanticipated revenue.