



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

Assessor-County Clerk-Recorder

DATE: February 9, 2009
BOARD MEETING DATE: March 3, 2009
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors
FROM: Warren Slocum, Assessor-County Clerk-Recorder
SUBJECT: Appropriations Transfer Request (ATR)

RECOMMENDATION:

Approve an Appropriation Transfer Request (ATR) in the amount of \$998,150 from Non-Departmental General Fund Reserves to Salaries and Benefits and Services and Supplies within the Elections Budget Unit to fund the Presidential General Election held on November 4, 2008.

VISION ALIGNMENT:

Commitments: Realize the potential of our diverse population.

Goals 2: Civic engagement—including voting, public service, charitable giving, volunteerism and participation in public discussions of important issues—is uniformly high among the diverse population.

This ATR contributes to the commitment and goal by providing additional funds to meet the historical record number of voters participating in the Presidential General Election.

BACKGROUND:

Each department within the County is required to balance its budget at the object level within each respective budget unit. The Elections Division has the sole responsibility to conduct elections on behalf of the voters of San Mateo County.

The November 4, 2008 Presidential General Election was one of the most historic elections in recent years as it captured the interest of a large number of new and younger voters. It was, accordingly, the most expensive countywide election ever

**COUNTY OF SAN MATEO
APPROPRIATION TRANSFER REQUEST**

REQUEST NO.
ATR 9 026

DEPARTMENT: Assessor-Clerk-Recorder DATE: 2/9/09

1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	80110	8612	998,150.00	Departmental Reserves
To	13300	4161	444,019.00	Extra Help
	13300	5314	554,131.00	Election Expense

Justification. (Attach Memo if Necessary)
Transfer of funds needed to cover cost of November 4, 2008 Presidential General Election.

DEPARTMENT HEAD
BY: *[Signature]* DATE: 2/9/09

2. Board Action Required Four-Fifths Vote Required Board Action Not Required
Remarks:

COUNTY CONTROLLER
BY: *[Signature]* DATE: 2.9.09

3. Approve as Requested Approve as Revised Disapprove
Remarks:

COUNTY MANAGER
BY: _____ DATE: _____

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 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 _____, 19____.

Ayes and in favor of said resolution: Noes and against said resolution:
Supervisors: _____ Supervisors: _____

Absent
Supervisors: _____

ATTEST: _____
Clerk of Said Board

CHAIRMAN, BOARD OF SUPERVISORS
COUNTY OF SAN MATEO

DISTRIBUTION:
WHITE — BOARD OF SUPERVISORS
GREEN — CONTROLLER
CANARY — COUNTY MANAGER
PINK — DEPARTMENT
GOLDENROD — TREASURER