

**SAN MATEO COUNTY  
CALIFORNIA VOTER'S CHOICE ACT  
SUPPLEMENT TO THE  
JANUARY 2020 TO JANUARY 2024  
ELECTION ADMINISTRATION PLAN  
FOR THE NOVEMBER 2, 2021 SPECIAL ELECTION**



**OFFICE OF MARK CHURCH  
CHIEF ELECTIONS OFFICER & ASSESSOR-COUNTY CLERK-RECORDER  
REGISTRATION & ELECTIONS DIVISION  
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## Overview of Election Changes

The first Tuesday after the first Monday in November is an established election date (*Ca. Elec. Code § 1000*). The County of San Mateo Registration & Elections Division will hold an election on this date under the California Voter's Choice Act.

The November 2, 2021 Special Election will include voters from the Menlo Park City School District and the Town of Woodside. As of September 14, 2021, the school district has 18,094 active voters; the town has 4,270 active voters.

Following California Elections Code 4005 (b)(3)(A),  
*Not less than 10 days before the day of the election, for a minimum of eight hours per day, at least one vote center is provided for every 60,000 registered voters.*

The Registration & Elections Division will serve as a 30-Day Vote Center for the November 2, 2021 Special Election. The Vote Center will be open on weekdays from October 4 to October 15. It will be open for 16 consecutive days beginning October 18.

There will be three Vote Centers open on November 2 from 7:00 a.m. to 8:00 p.m. In addition to the Registration & Elections Division, there will be a Vote Center in each jurisdiction.

Locations were selected following the 15 factors stated in the Voter's Choice Act as well as with the Center of Inclusive Democracy's Voting Location Siting Tool.

Following California Elections Code 4005 (b)(4)(A),  
*At least one ballot dropoff location is provided for every 15,000 registered voters. At least one ballot dropoff location shall be located within the jurisdiction where the special election is held. All ballot dropoff locations shall be open at least during regular business hours beginning not less than 28 days before the day of the election, and on the day of the election.*

There will be seven Official Ballot Drop Box Locations for the November 2, 2021 Special Election. They will be available throughout the voting period. Three Official Ballot Drop Box Locations will be available in the Menlo Park City School District and two Official Ballot Drop Box Locations will be available in the Town of Woodside. Drop Box Locations are selected under the same Voter's Choice Act siting criteria as Vote Center Locations.

## Safe Voting Options

### *Vote by Mail*

Vote by Mail Ballots will be mailed at least 29 days prior to the election to all active voters in these two jurisdictions. Voters then have the option to return their ballot in the mail, use one of our [Official Ballot Drop Boxes](#) or bring their ballot to a Vote Center.

### *Vote Centers*

The size of each facility provides space for physical distancing between voters. In-person voting services will comply with all mandated COVID-19 protocols for health and safety of staff and voters. All [Vote Center locations](#) are accessible.

### *Replacement Ballots*

Voters may request replacement Vote by Mail ballots to be mailed to them through October 26, 2021, or go to any Vote Center to pick up one.

### *Remote Accessible Vote by Mail System*

For this election, all voters can use the Remote Accessible Vote by Mail (RAVBM) System to safely access, mark and print their ballot from any computer with internet access and a printer.

The RAVBM System was developed for voters with disabilities to access and mark their ballots independently and privately. It is also available to Military and Overseas voters for all elections. California law permits all registered voters to use the RAVBM System for the November 2, 2021 Special Election since COVID-19 remains a concern.

### *Ballot Drop Boxes*

Five of the seven Ballot Drop Box Locations are outside to allow 24-hour access for voters.

### *Accessible Curbside Drop-Off*

Accessible Curbside Drop-Off will be available at the Ballot Drop Box located at 40 Tower Road, San Mateo.

— SAN MATEO COUNTY —  
CALIFORNIA VOTER'S CHOICE ACT

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## **Vote Center and Drop Box locations**

### ***Vote Center Locations***

**30-Day Vote Center: Weekdays, October 4 to November 2;  
Weekends, October 23 & 24, 30 & 31**

**San Mateo**      Registration & Elections Division      40 Tower Road

Hours: 8:00 a.m. to 5:00 p.m.

November 2 Hours: 7:00 a.m. to 8:00 p.m.

### **1-Day Vote Centers: November 2**

**Menlo Park**      Arrillaga Family Recreation Center, Oak Room      700 Alma Street

**Woodside**      Woodside Village Church      3154 Woodside Road

Hours: 7:00 a.m. to 8:00 p.m.

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### ***Drop Box Locations***

*Availability of indoor Ballot Drop Boxes is subject to the facility's operating hours*

**Atherton**      Administrative Offices (inside)      150 Watkins Avenue

**Menlo Park**      Boys & Girls Club (outside)      401 Pierce Road

**Menlo Park**      City Hall (outside)      701 Laurel Street

**Redwood City**      Assessor-County Clerk-Recorder (outside)      555 County Center,  
Middlefield Road and Bradford Street

**San Mateo**      Registration & Elections Division (drive-up)      40 Tower Road

**Woodside**      Library (inside)      3140 Woodside Road

**Woodside**      Town Hall (outside)      2955 Woodside Road

***List as of October 12, 2021 – subject to change***