



March 5, 2025

Angela Calvillo, Clerk of the Board
Board of Supervisors
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102

Subject: MOU Amendment – CeRTNA – Office of the Assessor-Recorder (Duration Extension)

Dear Ms. Calvillo,

Attached please find an original single-sided and two single-sided, black and white copies of the proposed Resolution for the Board of Supervisors' approval, authorizing the Office of the Assessor-Recorder to execute a second amendment with California Electronic Recording Transactions Network Authority (CeRTNA) for continued electronic recording services from January 10, 2022, through January 10, 2035.

The following Resolution package documents are attached for review:

1. Proposed Resolution (Word)
2. Proposed Amendment No. 2 to the Memorandum of Understanding (MOU) (2022-2035) (PDF)
3. Background information
 - a. Resolution 58-12 - Authorizing the Assessor-Recorder to participate in the Electronic Recording Delivery Act of 2004 (PDF)
 - b. Memorandum of Understanding (2016-2019); Amendment No. 1 to the MOU (2019-2022) (PDF)

For any additional information or clarification, please contact Holly Lung at holly.lung@sfgov.org.

Kind regards,

A handwritten signature in black ink, appearing to read "JQ Torres".

Joaquín Torres
Assessor-Recorder