

**CITY OF SAN MATEO
RESOLUTION NO. ____ (2025)**

**AUTHORIZING AN APPROPRIATION OF \$1,650,000 FROM THE UNASSIGNED FUND BALANCE OF THE
GENERAL FUND WITH \$1,530,000 APPROPRIATED TO THE POPLAR CREEK TENANT IMPROVEMENTS PROJECT
IN THE CAPITAL PROJECT FUND AND \$120,000 APPROPRIATED TO THE PARKS AND RECREATION OPERATING
BUDGET WITHIN THE GOLF FUND.**

WHEREAS, the City Council considers mid-year budget balancing through adjustments, appropriations, designations and transfers to adjust the current-year budget to meet anticipated changes in departmental budgetary needs; and

WHEREAS, the City Council recognizes the need to make immediate-term improvements at the Poplar Creek Golf Course tenant space to restore normal operations; and

WHEREAS, the City Council recognizes the need to scope necessary remediation upgrades to extend the useful life of the restaurant tenant space; and

WHEREAS, additional funding for the Poplar Creek Tenant Improvements project in the amount of \$1,530,000 is required to fund the budget to cover the costs of the construction contract, contingency, and additional soft costs estimated to make immediate-term improvements; and

WHEREAS, additional funding for the Golf Fund is required to cover the estimated \$120,000 in utility and sewer expenses associated with a Rent Waiver Agreement until the tenant space is recommissioned; and

WHEREAS, sufficient funding in the City's unassigned fund balance of the General Fund is available to appropriate the \$1,650,000 to satisfy the additional funding needs.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, HEREBY RESOLVES that:

1. This City Council action is not a project subject to CEQA because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).) The proposed underlying immediate-term improvements is categorically exempt from CEQA as an "existing facility," because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. (CEQA Guidelines Section 15301.)
2. An appropriation of \$1,530,000 from the unassigned fund balance from the General Fund to the Poplar Creek Tenant Improvements Project (46F053) in the Capital Project Fund is authorized.
3. An appropriation of \$120,000 from the unassigned fund balance from the General Fund to the Parks and Recreation operation budget within the Golf Fund for utility and sewer expenses is authorized.