



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 4

Section Name: {{section.name}}

File ID: {{item.tracking_number}}

TO: City Council

FROM: Drew Corbett, City Manager

PREPARED BY: Finance Department

MEETING DATE: August 16, 2021

SUBJECT:

Central Park Master Plan Project - Fallen Heroes Memorial – Appropriation Correction

RECOMMENDATION:

Adopt a Resolution to correct a previous \$50,000 appropriation for the Fallen Heroes Memorial from the General Fund to the Central Park Master Plan (Project #610027) - Fallen Heroes Memorial phase.

BACKGROUND:

In May 2021, a resolution was adopted to appropriate \$50,000 as a donation for the Fallen Heroes Memorial from the General Fund unassigned fund balance to the San Mateo City Parks and Recreation Foundation (Foundation). The City Council approved a \$25,000 donation from the City to kick off the fundraising campaign as well as a \$25,000 donation of matching funds once the Fallen Heroes Memorial Committee had raised \$25,000. The committee estimated \$300,000 in construction costs, which will be raised through donations to the Foundation. Once these funds are raised, they will be donated from the Foundation to the City to fund construction on the project. The Fallen Heroes Memorial is part of the Central Park Master Plan and not a stand-alone project.

Clarification on the City's donation is needed to appropriate the funds into the correct project. The City's \$25,000 initial contribution should be corrected to be appropriated into the Central Park Master Plan into the Fallen Heroes Memorial phase in fiscal year 2020-21 rather than a donation to the Foundation.

The matching \$25,000 contribution from the City was budgeted in the five-year Capital Improvement Plan (CIP) in fiscal year 2021-22 into the Fallen Heroes Memorial Project with the General Fund as the funding source. A budget adjustment is needed to correct these budgeted funds to have them appropriated into the Central Park Master Plan for the Fallen Heroes Memorial phase in fiscal year 2021-22.

BUDGET IMPACT:

With City Council adoption of the attached resolution, the initial \$25,000 contribution to the Fallen Heroes Memorial should be made into the Central Park Master Plan (project #610027) in the Fallen Heroes Memorial phase in fiscal year 2020-21 from the General Fund. The \$25,000 matching funds will be moved from the Fallen Heroes Memorial Project to the Central Park Master Plan for the Fallen Heroes Memorial phase in fiscal year 2021-22, which will have no net impact to the General Fund.

ENVIRONMENTAL DETERMINATION:

This report is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Proposed Resolution

STAFF CONTACT

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