



Jim Ruane, *Mayor*
Irene O'Connell, *Vice Mayor*
Ken Ibarra, *Councilmember*
Rico E. Medina, *Councilmember*
Michael Salazar, *Councilmember*

September 13, 2013

Dear Community Member:

The City Council is distributing this announcement to all residents to ensure they are aware of an opportunity to serve our community as a member of the Board of Directors of the San Bruno Community Foundation (SBCF).

Last year, the City negotiated a settlement requiring PG&E to pay the City \$68,750,000 in cash and transfer title to five vacant lots in the Crestmoor neighborhood to the City. The settlement agreement requires the City to establish a non-profit entity to receive, manage, administer, and expend the funds for the benefit of the entire San Bruno community.

Over the past several months, the City Council has been working to form this non-profit. The SBCF will be governed by a Board of Directors of between five and eleven members appointed by the City Council. Those individuals, who will serve as volunteers without compensation, will be founding members of the Board and will serve as the stewards of the organization through its 501(c)(3) application process and beyond.

Those not initially selected for the Board may have other opportunities to serve our community. It is likely the Board will be forming advisory committees as part of its ongoing work, and your application may be considered in the future for those positions.

Please review the attached flyer. If you are interested and believe you are qualified, please submit a cover letter and resumé by the 5:00 p.m., Monday, September 30, 2013, deadline in accordance with the instructions.

The City Council is excited about the opportunity the SBCF presents to provide long-term benefits for the San Bruno community.

Thank you,

The San Bruno City Council

The City of San Bruno is Accepting Applications for Appointment to The Board of Directors of the Newly-Established San Bruno Community Foundation (SBCF)



APPLICATION DEADLINE

5:00 p.m.,
Monday, September 30, 2013

APPLICATION PROCESS

- By 5:00 p.m., Monday, September 30, 2013, submit a 1-page cover letter and maximum 2-page resumé via email to communitynonprofit@sanbruno.ca.gov or in person to the City Clerk's office at 567 El Camino Real, San Bruno.
- Include your residence address, phone number, and email contact information.

SELECTION PROCESS

- The City Council will review all applications and select the persons to be interviewed.
- Finalist interviews to occur between October 1-22, 2013, in a public session of the City Council.
- The City will send you an email regarding your application status before the interview date.
- Finalists must undergo and pass a credit and criminal background check before appointment.

WHAT IS THE SBCF?

- The SBCF is a non-profit organization being established by the City Council following the City's \$68,750,000 settlement with Pacific Gas & Electric Company (PG&E) for the gas line explosion in the Crestmoor neighborhood on September 9, 2010.
- The SBCF's mission is to use these funds to benefit the entire community through enduring and significant contributions to, and investments in, charitable and community programs, and publicly-owned community facilities, over the long term.
- The SBCF will be governed by a 5 to 11 member volunteer Board of Directors appointed by the City Council for 2 to 4 year staggered terms.

DIRECTOR QUALIFICATIONS

- SBCF's adopted bylaws require a majority of Directors to be City residents.
- Directors may be representatives of a business located in, or with a substantial interest in the City of San Bruno.
- Directors may not simultaneously serve on the San Bruno City Council.
- Non-profit experience desired, such as financial, legal, philanthropic, or community-based programs.

DIRECTOR DUTIES

- Attend Board meetings, serve on Board committees, attend City Council meetings as needed, and participate in all activities of the organization.
- Follow all applicable state and local laws regarding non-profits and public entities.
- View the complete job description and additional information at www.sanbruno.ca.gov/Glenview_notforprofit.html