

# SAN BRUNO

## Community Foundation

### Board of Directors

Malissa Netane-Jones, President • Jim Ruane, Vice President • Raul Gomez, Secretary • Pak Lin, Treasurer  
Supriya S. Perry • Belinda Wong  
Leslie Hatamiya, Executive Director  
[www.sbcf.org](http://www.sbcf.org)

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This meeting will be held in person at the San Bruno Senior Center, with members of the public able to attend and offer public comment in person at the Senior Center or virtually via Zoom or telephone.\*

#### IN-PERSON MEETING LOCATION

San Bruno Senior Center  
1555 Crystal Springs Road  
San Bruno, CA 94066

#### REMOTE VIA ZOOM OR TELEPHONE

Zoom Link:  
<https://us02web.zoom.us/j/81434730229?pwd=ZlEiX5AaC5SWnlAZV0qaxNjOX764K8.1>  
Webinar ID: 814 3473 0229  
Passcode: 341101  
Dial-in: (669) 900-6833

\* Remote participation is offered in the meeting via Zoom as a courtesy to the public. If a technical error or outage occurs and remote participation is unavailable, the SBCF Board may continue the meeting in the San Bruno Senior Center where the public can attend and offer comments in person.

**PUBLIC COMMENT:** In person attendees who want to provide public comment will be asked to fill out a speaker card and submit it with the SBCF Executive Director. Virtual attendees can comment by using the “Raise Hand” feature in Zoom to request to speak. For dial-in comments, press \*9 to “Raise Hand” and \*6 to unmute. Public comments on agenda items are limited to three minutes per speaker. Public comment may also be emailed to [info@sbcf.org](mailto:info@sbcf.org). Comments received via email will not be read aloud during the meeting. Materials related to the agenda distributed after it is published will be available for public inspection at San Bruno City Hall, 567 El Camino Real, San Bruno, in compliance with the Brown Act.

**ACCESSIBILITY:** In compliance with the Americans with Disabilities Act, individuals requiring special accommodations or modifications to participate in this meeting should contact the SBCF Office 48 hours prior to the meeting at (650) 763-0775 or [info@sbcf.org](mailto:info@sbcf.org).

## AGENDA

### SAN BRUNO COMMUNITY FOUNDATION

#### Regular Meeting of the Board of Directors

March 5, 2025

7:00 p.m.

1. Call to Order/Welcome
2. Roll Call

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- 3. Request to Participate Remotely:** Approve Request of Vice President Jim Ruane to Participate in the Meeting Remotely Due to Emergency Circumstances
- 4. Public Comment:** Individuals are allowed three minutes at this time to comment on items within the jurisdiction of the Board that are not on this agenda. It is the Board's policy to refer matters raised in this forum to staff for research and/or action where appropriate. The Brown Act prohibits the Board from discussing or acting upon any matter not agendaized pursuant to State Law.
- 5. Approval of Minutes:** February 5, 2025, Regular Board Meeting
- 6. Executive Director's Report**
- 7. Consent Calendar:** All items are considered routine or implement an earlier Board action and may be enacted by one motion; there will be no separate discussion unless requested by a Board Member or staff.
  - a. Adopt Resolution Authorizing Executive Director to Bind Directors and Officers Liability Insurance Policy from Travelers Casualty and Surety Company of America for an Amount Not to Exceed \$8,057
  - b. Receive and Approve Treasurer's Report (January 2025 Financial Statements)
- 8. Conduct of Business**
  - a. Receive Report on the San Bruno Recreation and Aquatic Center (RAC) Project from the City of San Bruno
  - b. Receive Report on the RAC Startup Programming and Outreach Activities Grant from the City of San Bruno
  - c. Receive Report on the Downtown Beautification Initiative from the City of San Bruno
  - d. Receive Report on Other Programs (Crestmoor Scholarship, Community Grants Fund, and Other Strategic Grants)
  - e. Receive Report from Audit Committee and Adopt Resolution Authorizing President Malissa Netane-Jones to Execute a Contract with Novogradac & Company LLP for Audit and Tax Preparation Services for Fiscal Year 2024-2025 for an Amount Not to Exceed \$11,600

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f. Receive Report from Investment Committee on its February 19, 2025, Regular Meeting

**9. Study Session:** Receive report from Ad Hoc Committee on Strategic Planning; Approve Resolution Directing the SBCF President and Executive Director to Send a Letter to the San Bruno City Council Expressing the Foundation's Interest in Exploring Potential Legacy Capital Projects with the City of San Bruno; and Provide Additional Direction to the Ad Hoc Committee and Staff Regarding Potentially Revising the Foundation's Program and Investment Strategies and Further Strategic Planning Deliberations

### **10. Board Member Comments**

**11. Closed Session:** Conference with Labor Negotiators Pursuant to Government Code section 54957.6. Agency designated representative: Board President Malissa Netane-Jones. Unrepresented employee: Executive Director

**12. Adjourn:** The next regular meeting of the Board of Directors is scheduled for Wednesday, April 2, 2025, at 7:00 p.m.

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### MINUTES

#### SAN BRUNO COMMUNITY FOUNDATION

##### Regular Meeting of the Board of Directors

February 5, 2025

7:00 p.m.

**Meeting Location:**

**San Bruno Senior Center, 1555 Crystal Springs Road, San Bruno**

1. **Call to Order/Welcome:** President Netane-Jones called the meeting to order at 7:00 p.m.
2. **Roll Call:** Board Members Netane-Jones, Ruane, Gomez, Perry, and Wong, present; Lin, excused.
3. **Public Comment:** None.
4. **Presentation:** Recognition of Former San Bruno Police Chief Ryan Johansen for his service to the San Bruno community and his support of the San Bruno Community Foundation

On behalf of the Board, President Netane-Jones honored outgoing San Bruno Police Chief Ryan Johansen, who attended the meeting via Zoom. She read a proclamation acknowledging Chief Johansen's many contributions to the Foundation and the San Bruno community, a framed copy of which Chief Johansen received from the Foundation. Board members thanked Chief Johansen for his partnership with the Foundation, and Chief Johansen addressed the Board, noting the significant impact the Foundation has had in the community and the Foundation's early support for the San Bruno Police Department's mindfulness training as part of the First Responder Effectiveness Strategic Initiative.

5. **Approval of Minutes:** December 4, 2024, Regular Board Meeting

Board Member Perry moved to approve the minutes of the December 4, 2024, Regular Board Meeting, seconded by Secretary Gomez, approved unanimously by roll call vote (Lin absent).

6. **Executive Director's Report**

Executive Director Hatamiya gave a brief report. She noted that the San Bruno City Council approved the Foundation's 2025 officers as part of its Consent Calendar at its December 10, 2024, meeting. She

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also reminded Board members to submit their necessary ethics paperwork (Form 700, Conflict of Interest Policy Annual Affirmation, and AB 1234 training).

Ms. Hatamiya updated the Board on the Audit Committee's activities. She reported that the Foundation began distributing a Request for Proposal for Audit and Tax Preparation Services to certified public accounting firms with nonprofit practices in November and received, by the January 10, 2025, deadline, five proposals. The Audit Committee met on January 24 to discuss the proposals and next steps in the auditor selection process, and the full Board will consider the Committee's recommendation and select an auditor for the Foundation's fiscal year 2024-2025 audit and tax returns at the March Board meeting.

Ms. Hatamiya reported that the City Clerk's office began soliciting applications for one opening on the SBCF Board to be filled immediately for the remainder of Irving Torres' term (through December 31, 2025) and received several applications by the January 10, 2025, deadline. She said that the City Clerk's office is in the process of scheduling interviews of the Board applicants, after which the City Council will make an appointment. President Netane-Jones and Treasurer Pak Lin will participate in the interviews alongside the City Council.

Finally, Ms. Hatamiya informed the Board that Travis Karlen decided to return to the City of San Bruno to continue as Community Services Director. He will rejoin the City staff toward the end of February.

### **7. Consent Calendar**

- a. Receive and Approve Treasurer's Report (November and December 2024 Financial Statements)

Vice President Ruane moved to accept the Consent Calendar as presented, seconded by Secretary Gomez, approved unanimously by roll call vote (Lin absent).

### **8. Conduct of Business**

- a. Receive Report on Programs

Executive Director Hatamiya gave an update on the Foundation's programs. She reported that since the Board approved 29 Community Grants at the December meeting, staff has executed 28 grant agreements and begun distributing grant checks to the organizations. She thanked Board members who have participated in the in-person and virtual check presentations.

Ms. Hatamiya also noted that the 2025 Crestmoor Scholarship, which launched in early December with a March 4, 2025, deadline, is in full swing. She said that students have begun completing the application and that staff has begun conducting workshops on the application process for potential applicants. She noted that staff has heard that some students may be reluctant to submit the FAFSA (federal financial aid form) or California Dream Act application due to immigration concerns under the new

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administration and reported that staff is asking those students who would otherwise like to apply for the Crestmoor Scholarship to contact the Foundation.

She also reported on the quarterly grant payment process for the Recreation and Aquatic Center (RAC) grants. She said that the Foundation recently received quarterly grant reports from the City of San Bruno and paid out \$248,248 on the construction grant. She said that in total, the Foundation has paid out about \$51.2 million of the \$51.5 million committed for the design and construction of the RAC, with a balance of about \$300,000 to be paid. With regard to the RAC Startup Programming and Outreach Activities grant, she said no grant payments have been disbursed, as payments will be made on an annual basis starting in August 2025. She said that City staff is scheduled to provide its final update on the RAC construction and the first report on the RAC Startup Programming grant at the March Board meeting.

Ms. Hatamiya also reported that the City is moving forward on the Downtown Beautification Initiative, but because the schedule has been extended, the Foundation and the City are in the process of amending the grant agreement to extend the grant period through December 2025. She said that the grant is structured so that the Foundation will reimburse the City for expenses incurred at the end of the project, so no grant payments have been disbursed.

Regarding the Crestmoor Fields Project grant, Ms. Hatamiya reported that on January 14, the City Council formally accepted the \$3.4 million grant and authorized the City Manager to execute the grant agreement, after which the Foundation and the City executed the grant agreement, which runs through December 2026. She reported that the City will begin submitting quarterly grant reports in July 2025, and the Foundation will make quarterly grant payments based on expenses incurred and reported in the grant reports.

Ms. Hatamiya reported that the Foundation executed grant agreements with the City and the San Bruno Education Foundation for the two San Bruno-Narita Sister City Program grants the Board approved in December, and that the Foundation disbursed the grant payments for the first year of the three-year grant to both grantees. She said that San Bruno will be hosting this year's delegation from Narita during the last week of March.

Finally, regarding the School Field Improvements grant, Ms. Hatamiya reported that the renovations on the field at John Muir Elementary School have been completed, and both the school and youth soccer organizations are using the field. She said the Belle Air and Parkside field improvements are in the planning stages and taking longer than expected.

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- 9. Study Session:** Conduct Strategic Planning Discussion on Post-RAC Program and Investment Strategies, Including Potential Legacy Projects; Adopt Resolution Creating and Appointing Members to Ad Hoc Committee on Strategic Planning; and Provide Direction to the Ad Hoc Committee and Staff Regarding Potentially Revising Such Strategies and Further Deliberations

The Board conducted a strategic planning study session to discuss the Foundation's program and investment strategies once the grants totaling \$51.5 million supporting the design and construction of the RAC, the Foundation's primary legacy project, are fully paid out. Executive Director Leslie Hatamiya gave a brief presentation recapping the Board's previous deliberations in 2024, during which the Board decided to focus its discussions on two options – (1) spending down the remaining funds in the near-to-mid-term on one or two large legacy projects and winding down all other programs, and (2) spending down the remaining funds over a set period of time (*e.g.*, 10-25 years) with a target annual budget – and to set aside a third option following an endowment model, under which the Foundation is sustained in perpetuity at a modest annual budget level.

The Board received a written public comment from Linda Mason that was received shortly before the meeting. Printed copies of the comment were provided to Board members and available for the public to read at the meeting. Executive Director Hatamiya summarized the comment, which requested that the Board consider reorganizing the Foundation as a volunteer-run nonprofit, that the Foundation engage in a third community listening campaign, that if the Board favors the legacy project option, it should seriously consider a new library as the legacy project, and that the Board make funding downtown revitalization a top priority.

Heather Latta also made a public comment, asking the Board to consider endowing the Crestmoor Scholarship and keep the Foundation going to run that program with a volunteer board if the Board decides to pursue a final legacy project and wind down other programs, to consider the sustainability of a legacy project and the potential need for sustainability funding after the facility is built, and to solicit community input once potential legacy project options are identified with the City and San Bruno Park School District.

The Board engaged in a discussion of the options being considered. Several Board members said that they favor option #1 and funding a final legacy project, if one can be identified, as the best use of the Foundation's remaining funds for the long-term benefit of the community. A reimagined library and a new Fire Station #52 were mentioned as capital projects that the Foundation might want to consider funding.

At the conclusion of its discussion, the Board confirmed by consensus that it is still primarily considering options #1 and #2 and considered creating a new ad hoc committee, consisting of President Netane-Jones, Vice President Ruane, and Secretary Gomez, to lead the Board's strategic planning deliberations, charged with researching and evaluating potential program and investment strategies for use of the Foundation's remaining assets, researching potential legacy projects and engaging with potential community partners, such as the City of San Bruno and the San Bruno Park School District, and

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making recommendations to the Board in the development of the Foundation's post-RAC strategic plan. Board members suggested that the committee consider the timing of winding down other programs under Option #1, the sustainability of any legacy project under consideration, and whether there are ways to support the library short of a building a new facility.

Board Member Wong moved to adopt the resolution creating and appointing members to the Ad Hoc Committee on Strategic Planning, seconded by Secretary Gomez, approved unanimously by roll call vote (Lin absent).

**10. Board Member Comments:** None.

**11. Closed Session:** Public Employee Performance Evaluation Pursuant to Government Code section 54957: Executive Director

There was no reportable action.

**12. Closed Session:** Conference with Labor Negotiators Pursuant to Government Code section 54957.6. Agency designated representative: Board President Malissa Netane-Jones. Unrepresented employee: Executive Director

There was no reportable action.

**13. Adjourn:** The Board adjourned the meeting at 8:51 p.m.

Respectfully submitted for approval at the Regular Board Meeting of March 5, 2025, by Secretary Raul Gomez and President Malissa Netane-Jones.

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Raul Gomez, Secretary

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Malissa Netane-Jones, President



# SAN BRUNO

## Community Foundation

### Memorandum

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**DATE:** February 27, 2025

**TO:** Board of Directors, San Bruno Community Foundation

**FROM:** Leslie Hatamiya, Executive Director

**SUBJECT:** Executive Director's Report

Since the February 5, 2025, Board meeting, I have continued to focus on administering the Community Grants Fund and Crestmoor Scholarship programs, monitoring our strategic grant initiatives, and working with the Investment Committees, Audit Committee, and various ad hoc committees, all of which will be covered during the business portion of the March 5, 2025, regular Board meeting. In addition, I have handled a variety of other matters, including the following:

#### **1. Insurance Policy Renewals**

The Consent Calendar includes a resolution authorizing the Executive Director to bind a renewal policy for the Foundation's directors and officers liability insurance policy, as the current policy expires on March 21, 2025. The Foundation's commercial general liability (CGL), property, cyber-liability, and non-owned hired auto liability insurance policies with the Philadelphia Insurance Companies, which are bundled together, and the workers' compensation insurance policy with The Hartford also expire in March.

For the commercial bundle, Philadelphia Insurance Companies has renewed the Foundation package policy with a total annual premium of \$1,271, which is the exact same as last year. Broken down, the premium for CGL is \$713, the premium for property coverage is \$145, the premium for the auto coverage is \$334, and the premium for cyber liability coverage is \$79. The renewal policy will go into effect on March 21, 2025.

For the workers compensation policy, The Hartford has renewed the Foundation's policy with a total estimated premium of \$875, which is a decrease from last year's cost of \$904. The renewal policy will go into effect on March 21, 2025.

#### **2. SBCF Board Appointments**

Irving Torres resigned from the SBCF Board of Directors effective August 22, 2024. Following the City of San Bruno City Council Policies and Procedures, the San Bruno City Clerk's office

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### Memorandum

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solicited applications for one opening on the SBCF Board to be filled immediately for the remainder of Mr. Torres' term (through December 31, 2025) and received several applications by the January 10, 2025, application deadline.

The City Council's Policies and Procedures provides that the SBCF Board shall select two members to attend and participate in the City Council interview process, and at its December 4, 2024, meeting, the Board appointed President Malissa Netane-Jones and Treasurer Pak Lin to participate in the San Bruno City Council's SBCF Board appointment interview process as the Board's representatives. The interviews took place on February 24, 2025, and the City Council is expected to vote on an appointment at its March 11, 2025, regular meeting.

### **3. Ethics Requirements**

I would like to remind all Board members that they must file Fair Political Practices Commission Form 700 – Statement of Economic Interests annual statements with the San Bruno City Clerk's Office by April 1, 2025. Some Board members are also required to complete AB 1234 ethics training this year, and I ask you to do so and submit the certificate of completion at your earliest convenience. Finally, I request that all Board members who have not yet submitted their 2025 Conflict of Interest Policy Annual Affirmation do so as soon as possible. Thank you to those Board members who have already submitted their necessary ethics paperwork.

### **4. Email Newsletter and Website Hits**

Since the February 5 Board meeting, I have sent out one email blast to the Foundation's email distribution list, reporting on the Board's February meeting and reminding the community of the deadline for the 2025 Crestmoor Scholarship. Of the approximately 800 emails sent, 57% of the recipients opened the email.

According to Google Analytics, activity on the sbcf.org website has been moderate and focused on the Crestmoor Scholarship. Between February 5 and February 26, nearly 400 users visited the Foundation website. The most visited pages were the home page and the pages related to the Crestmoor Scholarship.

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### Memorandum

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**DATE:** February 27, 2025

**TO:** Board of Directors, San Bruno Community Foundation

**FROM:** Leslie Hatamiya, Executive Director

**SUBJECT:** Consent Calendar for the March 5, 2025, Regular Board Meeting

For the March 5, 2025, Regular Meeting of the Board of Directors of the San Bruno Community Foundation, the Consent Calendar includes two items related to the administrative and operational functions of the Foundation.

**1. Adopt Resolution Authorizing Executive Director to Bind Directors and Officers Liability Insurance Policy from Travelers Casualty and Surety Company of America for an Amount Not to Exceed \$8,057**

Directors and officers liability insurance (D&O) provides coverage for damages resulting from the wrongful acts of the directors, officers, managers, and the Foundation as an entity, as well as coverage for employment-related actions.

In March 2024, the Board approved the purchase of a D&O policy from Travelers Casualty and Surety Company of America, which expires on March 21, 2025. This policy included a fiduciary liability rider to provide protection related to the Foundation's 403(b) retirement plan.

Travelers has offered the Foundation a renewal of its existing policy. The policy renewal includes coverage similar to last year's coverage, including separate \$1,000,000 liability limits each for D&O coverage, employment practices liability, and fiduciary liability coverage as well as an additional \$1,000,000 for defense costs, which is shared for all coverages. The cost for the renewal policy is \$8,057, a 30% decrease from last year's premium of \$11,585.

I recommend the Board approve the resolution authorizing Executive Director Leslie Hatamiya to bind a directors and officers liability insurance policy from Travelers Casualty and Surety Company of America for an amount not to exceed \$8,057 as part of the Consent Calendar.

**2. Receive and Approve Treasurer's Report (January 2025 Financial Statements)**

The January 2025 financial statements consist of a Budget Report and Balance Sheet. The attached Budget Narrative provides a thorough explanation of the financial statements. The

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## Community Foundation

### Memorandum

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Budget Report includes the fiscal year 2024-2025 budget figures approved at the June 5, 2024, Board meeting.

I recommend that the Board approve the attached resolution and the Treasurer's Report, as outlined above, as part of the Consent Calendar on March 5, 2025.

#### Attachments:

1. Resolution Authorizing Executive Director to Bind Directors and Officers Liability Insurance Policy from Travelers Casualty and Surety Company of America for an Amount Not to Exceed \$8,057
2. January 2025 Financial Statements

**RESOLUTION NO. 2025-\_\_**

**RESOLUTION OF THE SAN BRUNO COMMUNITY FOUNDATION AUTHORIZING EXECUTIVE DIRECTOR TO BIND DIRECTORS AND OFFICERS LIABILITY INSURANCE POLICY FROM TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA FOR AN AMOUNT NOT TO EXCEED \$8,057**

**WHEREAS**, directors and officers liability insurance provides coverage for damages resulting from the wrongful acts of the directors, officers, managers, and the Foundation as an entity, as well as coverage for employment-related actions;

**WHEREAS**, on March 6, 2024, the Board of Directors of The San Bruno Community Foundation authorized the purchase of a directors and officers liability insurance policy, which includes fiduciary liability coverage for the management of the Foundation's Retirement Savings Plan, from Travelers Casualty and Surety Company of America, which expires on March 21, 2025; and

**WHEREAS**, Travelers Casualty and Surety Company of America is offering the Foundation a renewal of the Foundation's directors and officers liability insurance policy with a quoted annual premium of \$8,057.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors authorizes Executive Director Leslie Hatamiya to bind the directors and officers liability insurance policy for the period of March 21, 2025, to March 21, 2026, from Travelers Casualty and Surety Company of America for an amount not to exceed \$8,057.

Dated: March 5, 2025

ATTEST:

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Raul Gomez, Secretary

I, Raul Gomez, Secretary, do hereby certify that the foregoing Resolution No. 2025-\_\_ was duly and regularly passed and adopted by the Board of Directors of The San Bruno Community Foundation on this 5<sup>th</sup> day of March, 2025, by the following vote:

AYES: Board members:

NOES: Board members:

ABSENT: Board members:

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## Community Foundation

January 2025

### Budget Narrative

This report primarily describes amounts in column a (Actual Year to Date) of the monthly Budget Report. When projections vary from Budget (column b), the changes will be reflected in columns d (Final Projected Amount) and e (Change in Budget) and be explained. First seven months equal 58.3% of the fiscal year.

### INCOME

**Line 1 Transfers from Quasi Endowment** – \$200,000 transferred is 56.8% of budget and coincides with Community Grants payments.

**Line 2 Transfers from Strategic Pool** – \$500,000 transfer made in August is 16.5% of budget.

**Line 3 Donations** - \$107,298 unbudgeted contributions received with \$100,000 restricted to Community Grants, \$1,500 restricted to Scholarships, and the remainder unrestricted.

### EXPENSES

**Line 6 Community Grants** - \$261,000 in expense is 87% of budget.

**Line 7 Strategic Grants** – \$5,910,200 is 236.4% of budget and has been for Crestmoor Fields (\$3,400,000), RAC Startup Programming & Outreach (\$2,250,000), athletic field improvements (\$150,000), Narita Sister City program (\$109,000), and RAC memorial bench (\$1,200) grants. The final projected amount has been increased by \$3,410,200 to \$5,910,200 based on additional grants approved by the Board in December.

**Line 10 Salaries & Wages** – Expense is a touch over budget at 58.8%.

**Line 11 Payroll Taxes & Benefits** – Expense (\$15,164) is 54% of budget. Social Security/Medicare tax (\$8,061) and retirement (\$6,364) are the largest costs. Other costs include workers' compensation (\$525) and life insurance (\$214).

**Line 13 Occupancy** – Only cost is office lease (\$10,207). Amount is 56.7% of budget.

**Line 14 Insurance** – Total (\$9,384) is 54.9% of budget and includes Directors & Officers (\$6,755), Crime (\$1,887), and Commercial Liability (\$742) policies.

**Line 15 Telecommunications** – Cost (\$1,400) is 53.6% of budget. \$619 has been for cell phones, \$575 for internet, and \$206 for land line services.

**Line 16 Postage & Shipping** – Cost (\$2,563) is 87.8% of budget. \$2,152 or 84% of the total has been for Annual Report distribution.

**Line 17 Marketing & Communications** - \$13,855 expense is 73.2% of budget and includes Annual Report design and printing (\$11,446), Scholarship posters and flyers (\$1,055), Grant and Scholarship application software (\$793), and other Marketing & Communications (\$561).

**Line 18 Office Supplies & Equipment** – Cost (\$1,292) is 21.2% of budget. \$564 has been for computer costs and \$510 for toner.

**Line 19 Legal Fees** – \$22,165 expense is 50.1% of budget and has been for Strategic Grants (\$9,723), Administrative (\$10,517), and Community Grants (\$1,925) support.

**Line 20 Accounting & Payroll Fees** – Total (\$24,431) is 65.6% of budget with \$11,736 for Accounting Consultant, \$11,300 for annual audit and tax return preparation fees, \$805 for accounting software, and \$590 for payroll fees.

**Line 21 Other Consultants** – No expense incurred this year.

**Line 22 Travel, Meetings & Conferences** – \$324 Board meeting expense is 2.1% of budget.

**Line 23 Miscellaneous** – Cost (\$849) equals 42.5% of budget. \$400 has been for organizational membership and \$200 has been for annual RRF-1 filing fee with California Registry of Charitable Trusts.

### **SUMMARY**

Excluding the budget for Scholarships & Grants, total expenses are at 52.5% of budget, which is well below the 58.3% benchmark for the first seven months of the year. In terms of dollars, the \$246,506 in first seven months expense is \$27,275 less than the first seven months budget allocation.

Total January Investment net gain or increase in value is \$615,048. This came from the Strategic Pool (\$67,341), Quasi-Endowment (\$539,308), and Liquidity Pool (\$8,399). Total year-to-date Investment net gain is \$1,902,390.

Overall organization year-to-date decrease in net assets is \$4,408,017.

Total Net Assets, as of January 31, 2025 are \$24,506,249 with \$24,741,132 in Quasi-Endowment; -\$236,383 in general Unrestricted funds; and \$1,500 in Donor Restricted Net Assets.



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### January 2025 2024-2025 Budget Report

	(a)	(b)	(c)	(d)	(e)
	Actual Year to Date	Budget	Actual as % of Budget (a/b)	Final Projected Amount	Change in Budget (d - b)
<b>INCOME &amp; TRANSFERS</b>					
1 Transfers from Quasi Endowment	\$ 200,000	\$ 352,218	56.8%	\$ 352,218	\$ -
2 Transfers from Strategic Pool	500,000	3,030,152	16.5%	3,030,152	-
3 Donations	107,298	-	-	107,298	107,298
<b>4 Total Available for Operations</b>	<b>807,298</b>	<b>3,382,370</b>	<b>23.9%</b>	<b>3,489,668</b>	<b>107,298</b>
<b>EXPENSES</b>					
5 Crestmoor Scholarships	-	165,000	0.0%	165,000	-
6 Community Grants	261,000	300,000	87.0%	300,000	-
7 Strategic Grants	5,910,200	2,500,000	236.4%	5,910,200	3,410,200
8 Other Grants	-	10,000	0.0%	10,000	-
<b>9 Subtotal Direct Program Expenses</b>	<b>6,171,200</b>	<b>2,975,000</b>	<b>207.4%</b>	<b>6,385,200</b>	<b>3,410,200</b>
10 Salaries & Wages	144,872	246,512	58.8%	246,512	-
11 Payroll Taxes & Benefits	15,164	28,094	54.0%	28,094	-
<b>12 Subtotal Personnel Expenses</b>	<b>160,036</b>	<b>274,606</b>	<b>58.3%</b>	<b>274,606</b>	<b>-</b>
13 Occupancy	10,207	18,000	56.7%	18,000	-
14 Insurance	9,384	17,093	54.9%	17,093	-
15 Telecommunications	1,400	2,610	53.6%	2,610	-
16 Postage & Shipping	2,563	2,920	87.8%	2,920	-
17 Marketing & Communications	13,855	18,921	73.2%	18,921	-
18 Office Supplies & Equipment	1,292	6,100	21.2%	6,100	-
19 Legal Fees	22,165	44,280	50.1%	44,280	-
20 Accounting & Payroll Fees	24,431	37,257	65.6%	37,257	-
21 Other Consultants	-	30,382	0.0%	30,382	-
22 Travel, Meetings & Conferences	324	15,170	2.1%	15,170	-
23 Miscellaneous	849	2,000	42.5%	2,000	-
<b>24 Subtotal Non-Personnel</b>	<b>86,470</b>	<b>194,733</b>	<b>44.4%</b>	<b>194,733</b>	<b>-</b>
<b>25 Total Expenses</b>	<b>6,417,706</b>	<b>3,444,339</b>	<b>186.3%</b>	<b>6,854,539</b>	<b>3,410,200</b>
<b>26 Net Surplus/(Loss)</b>	<b>\$ (5,610,408)</b>	<b>\$ (61,969)</b>		<b>\$ (3,364,871)</b>	<b>\$ (3,302,902)</b>

# SAN BRUNO

## Community Foundation

### Statement of Financial Position as of January 31, 2025

#### ASSETS

Cash, Wells Fargo General	221,880.77	
Cash, Wells Fargo Payroll	14,634.35	
Cash, Fidelity Liquidity Pool - Operating	788,811.56	
<b>Total Cash</b>		1,025,326.68
Investments, Fidelity Strategic Pool	5,496,971.34	
Investments, Fidelity Quasi-Endowment	24,741,132.37	
<b>Total Investments</b>		30,238,103.71
Prepaid Rent	1,471.40	
Prepaid Insurance	3,381.00	
<b>Total Other Current Assets</b>		4,852.40
Deposits	909.45	
Right of Use Asset - Lease	2,912.00	
<b>Total Other Assets</b>		3,821.45
<b>TOTAL ASSETS</b>		<u>\$ 31,272,104.24</u>

#### LIABILITIES & NET ASSETS

##### LIABILITIES

Accounts Payable	14,527.69	
Accrued Grants Payable	6,479,305.27	
Accrued Scholarships Payable	257,500.00	
Accrued Employee PTO	11,610.39	
Lease Liability	2,912.00	
<b>Total Liabilities</b>		6,765,855.35

##### NET ASSETS

Unrestricted, Non-QE 7/1/2024 Balance	5,586,247.53	
Transfer from Quasi-Endowment	200,000.00	
Year to Date Net Income from Operations	(6,310,707.21)	
Year to Date Non-QE Investment Income	288,076.20	
<b>Total Non-QE Unrestricted Net Assets</b>	(236,383.48)	
Quasi-Endowment 7/1/2024 Balance	23,326,818.57	
Transfer to Liquidity for Operations	(200,000.00)	
Year-to-date QE Investment Income	1,614,313.80	
<b>Total QE Unrestricted Net Assets</b>	24,741,132.37	
<b>Total Unrestricted Net Assets</b>		24,504,748.89
Donor Restricted Net Assets 7/1/2024 Balance	1,200.00	
Year to Date Donor Restricted Net Income	300.00	
<b>Total Donor Restricted Net Assets</b>		1,500.00
<b>Total Net Assets</b>		<u>24,506,248.89</u>

<b>TOTAL LIABILITIES &amp; NET ASSETS</b>		<u>\$ 31,272,104.24</u>
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# SAN BRUNO

## Community Foundation

### Memorandum

**DATE:** February 27, 2025

**TO:** Board of Directors, San Bruno Community Foundation

**FROM:** Leslie Hatamiya, Executive Director

**SUBJECT:** Report on the San Bruno Recreation and Aquatic Center from the City of San Bruno

At the March 5, 2025, regular meeting, the Board of Directors will receive its final update on the construction of the San Bruno Recreation and Aquatic Center (RAC) from the City of San Bruno. Staff from the Public Works Department will give the presentation on behalf of the City, covering the completion of construction and the project budget. Community Services Director Travis Karlen will also be present to respond to questions.

In addition, on behalf of the Foundation's Ad Hoc Committee on Recreation and Aquatic Center Project, President Malissa Netane-Jones will give a brief update on the RAC grants that the Foundation has awarded to the City. As reported at the February Board meeting, the Foundation has paid out RAC grant payments totaling \$51,194,694.73, leaving a balance of \$305,305.27 still to pay. The chart below is unchanged since the February report.

RAC Grant #	For	Total Grant Amount	Total Grant	
			Payments Made as of 2/27/2025	Balance to Pay
1	Conceptual Design	\$416,108.85	\$416,108.85	\$0.00
2	Architectural Services	\$5,420,388.00	\$5,420,388.00	\$0.00
3	Project & Construction Management Services	\$1,079,000.00	\$1,079,000.00	\$0.00
4	City Compliance Review	\$1,061,611.00	\$756,305.73	\$305,305.27
5	Temporary Facilities	\$126,752.24	\$126,752.24	\$0.00
6	Business Plan	\$60,000.00	\$60,000.00	\$0.00
7	Tom Lara Field Parking Lot	\$1,033,717.77	\$1,033,717.77	\$0.00
8	Construction	\$40,802,422.14	\$40,802,422.14	\$0.00
8A	Construction Contingency	\$1,500,000.00	\$1,500,000.00	\$0.00
	<b>TOTAL</b>	<b>\$51,500,000.00</b>	<b>\$51,194,694.73</b>	<b>\$305,305.27</b>

# SAN BRUNO

## Community Foundation

### Memorandum

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**DATE:** February 27, 2025

**TO:** Board of Directors, San Bruno Community Foundation

**FROM:** Leslie Hatamiya, Executive Director

**SUBJECT:** Report on the RAC Startup Programming and Outreach Activities Grant from the City of San Bruno

At the March 5, 2025, regular meeting, the Board of Directors will receive an update on the RAC Startup Programming and Outreach Activities Grant from the City of San Bruno. Community Services Deputy Director Damian Sandholm will give the presentation on behalf of the City. Community Services Director Travis Karlen will also be present to respond to questions.

In September 2024, the Board approved a three-year, \$2.25 million strategic grant to the City of San Bruno supporting startup programming and outreach activities at the new Recreation and Aquatic Center. The grant will help the City bridge the opening of the facility to full operations and allow the City to test various marketing, outreach, recruitment, scholarship, and other initiatives to encourage community members to use the facility and ensure that it generates sufficient revenues to sustain its operations for the ongoing benefit of the community. In approving the grant, the Board affirmed its commitment to ensuring that facility is successful and that the City has the flexibility to both address the recreational wants and needs of the community as well as set the facility on a financially sustainable course.

In the first year of the grant (2024-2025), the grant payment is \$1 million, which the Foundation will disburse in August 2025 after receiving the first Interim Grant Report from the City. In the grant proposal, the City listed the following possible uses of the grant funding in the first year of the RAC's operation: youth swimming lesson subsidies; Child Watch implementation; transportation for seniors; subsidized programs for seniors; admission subsidies for family members observation; marketing plan and public relations; subsidized programs for special needs participants; membership accessibility programs; enhanced RAC program scholarships; feasibility assessment of corporate membership programs; signature RAC events for members; guest passes for members; and subsidized fitness instruction in membership model. Mr. Sandholm will report to the Board on the programs and outreach activities that the City has begun implementing with the grant funds.

# SAN BRUNO

## Community Foundation

### Memorandum

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**DATE:** February 27, 2025

**TO:** Board of Directors, San Bruno Community Foundation

**FROM:** Leslie Hatamiya, Executive Director

**SUBJECT:** Report from on the Downtown Beautification Initiative from the City of San Bruno

At the March 5, 2025, regular meeting, the Board of Directors will receive an update on the Downtown Beautification Initiative from the City of San Bruno. Community Services Director Travis Karlen will give the presentation on behalf of the City.

In March 2024, the SBCF Board approved a \$350,000 grant to the City of San Bruno to support a series of projects to improve the visibility and appearance of San Bruno's downtown, including planter revitalization along San Mateo Avenue, the potential planting of trees on Jenevein Avenue, median landscape revitalization, the creation of new street pole banners, and the replacement of the marquee sign on the south end of San Mateo Avenue.

The project is part of the City's Capital Improvement Plan, which the City Council formally approved in June 2024 in conjunction with the City's fiscal year 2024-2025 budget. The City has been moving forward on the various projects, and Mr. Karlen will report on the progress that has been made thus far. Although the grant period was originally set to conclude on February 28, 2025, several of the projects are taking longer than expected, and we have executed an amendment to the grant agreement with the City that extends the end of the grant period to December 31, 2025.

This grant is structured so that the City will submit one grant report when all projects are completed, after which the Foundation will disburse a single grant payment of up to \$350,000. As a result, the Foundation has not yet made any grant payments on this grant.

# SAN BRUNO

## Community Foundation

### Memorandum

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**DATE:** February 27, 2025

**TO:** Board of Directors, San Bruno Community Foundation

**FROM:** Leslie Hatamiya, Executive Director

**SUBJECT:** Report on Other Programs (Crestmoor Scholarship, Community Grants Fund, and Other Strategic Grants)

At the March 5, 2025, Board meeting, I will give an update on the Crestmoor Neighborhood Memorial Scholarship, the Community Grants Fund, and the Foundation's other strategic grants.

#### **1. Crestmoor Neighborhood Memorial Scholarship**

The 2025 Crestmoor Neighborhood Memorial Scholarship launched on December 10, 2024, when the online application was made accessible and updated marketing materials were distributed to local schools and throughout the community.

Program Manager Jessica Carrillo held five in-person and virtual workshops on the Crestmoor Scholarship application process tailored to high school and community college applicants in January and February. The application deadline is March 4, 2025.

The Selection Panel has been assembled, and staff is in the process of preparing the materials for the Panel's work.

#### **2. Community Grants Fund**

In December 2023, the Board approved 29 grants totaling \$300,000 (of which \$100,000 was donated by YouTube/Google.org). We have executed all 29 grant agreements.

Thank you to all Board members who are helping deliver the grant checks through in-person and virtual check presentations with the grantee organizations. By March 5, we will have delivered nearly all of the grant checks.

#### **3. Crestmoor Fields Project Grant**

At its December meeting, the Board approved a \$3.4 million strategic grant to the City of San Bruno to help fund Phase 1 of the Crestmoor Fields Project at the site of the former Crestmoor

# SAN BRUNO

## Community Foundation

### Memorandum

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High School. On January 14, the San Bruno City Council formally accepted the grant and authorized the City Manager to execute the grant agreement for the grant. On January 20, the Foundation and the City executed the grant agreement, which runs through December 31, 2026. The City is anticipated to begin submitting quarterly grant reports in July 2025, and the Foundation will make quarterly grant payments based on expenses incurred and reported in the grant reports.

On February 6, 2025, the sale of the former Crestmoor High School site by the San Mateo Union High School District to SummerHill Homes LLC closed. SummerHill then sold the property to Toll Brothers, a well-respected, national home builder, which is proceeding with the development. Toll Brothers started demolition in late 2024, and the City is currently processing the subdivision map and building permits for construction.

The City has engaged with Callander Associates for the next phase in the project, which is the design development phase. This phase will result in construction documents to a 30% level of completion. The City is also in the process of developing and presenting for City Council review and action an improvement agreement for a development impact fee credit with Toll Brothers, which will construct Phase 1 of the Crestmoor Fields Project.

# SAN BRUNO

## Community Foundation

### Memorandum

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**DATE:** February 27, 2025

**TO:** Board of Directors, San Bruno Community Foundation

**FROM:** Leslie Hatamiya, Executive Director

**SUBJECT:** Report from Audit Committee and Resolution Authorizing President Malissa Netane-Jones to Execute a Contract with Novogradac & Company LLP for Audit and Tax Preparation Services for Fiscal Year 2024-2025 for an Amount Not to Exceed \$11,600

Article XIII, Section 4, of the San Bruno Community Foundation's Bylaws states that the Foundation "shall retain an[] independent auditor and conduct annual independent audits in accordance with the applicable provisions of the Supervision of Trustees and Fundraisers for Charitable Purposes Act (commencing with Section 12586(d) of the California Government Code)." As a tax-exempt 501(c)(3) public charity, the Foundation is required to submit federal (IRS Form 990) and state (California Form 199) information tax returns as well as the annual registration renewal fee report with the California Attorney General's Office (RRF-1).

The Foundation's Fiscal Policies and Procedures require the Foundation to issue a Request for Proposal (RFP) for audit and tax preparation services at least every five years. Under the Bylaws, the duties of the Audit Committee include "[a]ssisting the Board in choosing an independent auditor and recommending termination of the auditor, if necessary." The Audit Committee currently consists of Secretary Raul Gomez, who serves as the Chair, and Vice President Jim Ruane.

The Foundation issued its first RFP for audit and tax preparation services in 2015, when the Board selected Novogradac & Company as its auditor. Once Novogradac had prepared the Foundation's audited financial statements and tax returns for five consecutive years, the Foundation issued a new RFP for the fiscal year 2019-2020 audit and tax preparation. While the Fiscal Policies and Procedures require issuing an RFP at least every five years, they do not require that the Board make a change in CPA firms. In March 2020, the Board approved the Audit Committee's recommendation to continue its engagement with Novogradac for audit and tax preparation services, with the condition that the firm rotate the staff accountants working on the Foundation's account, to which Novogradac agreed. The two primary accountants who had been handling the Foundation's activities were moved off the SBCF account, and two new accountants were assigned to the Foundation, with partner Lance Smith continuing to lead the team.



# SAN BRUNO

## Community Foundation

### Memorandum

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Because it has been five years since the last RFP process, last fall the Audit Committee began a new RFP process for audit and tax preparation services for fiscal year 2024-2025. At the November 6, 2024, Board meeting, the Audit Committee shared with the full Board the RFP that I prepared with Audit Committee support. On November 15, 2024, I began distributing the RFP to various Bay Area certified public accounting (CPA) firms with nonprofit practices. By the January 10, 2025, deadline, the Foundation received proposals from five CPA firms.

I provided copies of the proposals to the Committee and requested that Committee Members review the proposals. On January 24, 2025, the Committee met and discussed the proposals and next steps in the auditor selection process.

The Committee recommends that the Foundation continue its relationship with Novogradac to provide audit and tax preparation services for fiscal year 2024-2025. Novogradac is a national certified public accounting and consulting firm headquartered in San Francisco with more than 25 offices nationwide. While the firm also specializes in affordable housing and community development, it has a substantial nonprofit practice and expertise. Its nonprofit clients include community foundations, community development organizations, and health, welfare, and legal services organizations.

In recommending Novogradac, the Committee took into consideration a variety of factors, including the quality of the submitted proposal, the firm's relevant experience, and the proposed fees.

The Foundation's engagement team at Novogradac would continue to be led by Lance Smith, CPA, who is a partner in the Petaluma office and specializes in audit and tax services for affordable housing partnerships and nonprofit organizations. Just as it did in 2020, the Committee requested – and Mr. Smith agreed to – rotating the staff accountants working on the Foundation's account; as a result, the two primary accountants who have been handling the Foundation's account for the past five years would be moved off and two new accountants would be assigned to the Foundation. The Committee believes this rotation of the accountants closely reviewing the Foundation's accounting books would bring "fresh eyes" to the audit but still enable the firm to leverage its years of experience with the Foundation.

Novogradac's proposed fees are \$8,900 for audit services and \$2,700 for tax preparation for fiscal year 2024-2025, for a total of \$11,600, with slightly higher fees for fiscal years 2025-2026 and 2026-2027. This is a small increase over the fees the Foundation paid for fiscal year 2023-2024 (\$8,700 for audit services and \$2,600 for tax preparation, for a total of \$11,300). Notably, the total fees for the second lowest proposal (\$18,000 for audit services and \$4,750 for tax

# SAN BRUNO

## Community Foundation

### Memorandum

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preparation, for a total of \$22,750) were nearly double Novogradac's. The total fees for the other three firms ranged from \$25,100 to \$38,000.

On March 5, Committee Chair Gomez will report on the Committee's review process and explain its recommendation that the Board select Novogradac to conduct the Foundation's audit and tax preparation services for fiscal year 2024-2025.

I recommend that the Board adopt the attached resolution authorizing President Malissa Netane-Jones to execute a contract with Novogradac & Company LLP for audit and tax preparation services for fiscal year 2024-2025 for an amount not to exceed \$11,600.

#### Attachment:

1. Resolution Authorizing President Malissa Netane-Jones to Execute a Contract with Novogradac & Company LLP for Audit and Tax Preparation Services for Fiscal Year 2024-2025 for an Amount Not to Exceed \$11,600

**RESOLUTION NO. 2025-\_\_**

**RESOLUTION OF THE SAN BRUNO COMMUNITY FOUNDATION  
AUTHORIZING PRESIDENT MALISSA NETANE-JONES TO EXECUTE A CONTRACT WITH  
NOVOGRADAC & COMPANY LLP FOR AUDIT AND TAX PREPARATION SERVICES FOR FISCAL  
YEAR 2024-2025 FOR AN AMOUNT NOT TO EXCEED \$11,600**

**WHEREAS**, Article XIII, Section 4, of the Bylaws calls for the retention of an independent auditor to conduct an annual audit of The San Bruno Community Foundation's financial statements and records;

**WHEREAS**, Article VII, Section 4, of the Bylaws establishes an Audit Committee consisting of at least two directors to assist the Board in selecting an independent auditor, negotiate the auditor's compensation, confer with the auditor regarding the Foundation's financial affairs, and review and accept or reject the annual audit;

**WHEREAS**, the Foundation's Fiscal Policies and Procedures require the Foundation to issue a Request for Proposal (RFP) for audit and tax preparation services at least every five years;

**WHEREAS**, the Foundation issued a Request for Proposal for audit and tax preparation services for fiscal year 2024-2025 to various Bay Area certified accounting firms with nonprofit practices and received five proposals, which the Audit reviewed and evaluated;

**WHEREAS**, after due diligence and consideration, the Audit Committee recommends that the Board of Directors select Novogradac & Company LLP as the accounting firm to provide audit and tax preparation services to the Foundation for fiscal year 2024-2025, with the requirement that the firm rotate the accountants on the team assigned to the Foundation's account;

**WHEREAS**, Novogradac & Company LLP successfully provided audit and tax preparation services to the Foundation for each fiscal year since fiscal year 2014-2015;

**WHEREAS**, Novogradac partner Lance Smith, who oversees the firm's relationship with the Foundation, has agreed to change the staff accountants assigned to work on the Foundation's audit and tax preparation; and

**WHEREAS**, Novogradac & Company LLP has presented the Foundation Board of Directors with a proposal to provide audit and tax preparation services to the Foundation for fiscal year 2024-2025, with fees totaling \$11,600 (\$8,900 audit services and \$2,700 for tax preparation services).

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors hereby authorizes President Malissa Netane-Jones to execute a contract with Novogradac & Company LLP for audit and tax preparation services for fiscal year 2024-2025 for an amount not to exceed \$11,600, with the condition that Novogradac assign a new set of staff accountants to work on the Foundation's account.

Dated: March 5, 2025

ATTEST:

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Raul Gomez, Secretary

I, Raul Gomez, Secretary, do hereby certify that the foregoing Resolution No. 2025-\_\_ was duly and regularly passed and adopted by the Board of Directors of The San Bruno Community Foundation on this 5<sup>th</sup> day of March, 2025, by the following vote:

AYES: Board members:

NOES: Board members:

ABSENT: Board members:

# SAN BRUNO

## Community Foundation

### Memorandum

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**DATE:** February 27, 2025

**TO:** Board of Directors, San Bruno Community Foundation

**FROM:** Leslie Hatamiya, Executive Director

**SUBJECT:** Report from Investment Committee on its February 19, 2025, Regular Meeting

The March 5, 2025, Board meeting will include a report from the Investment Committee regarding its recent quarterly meeting, which was held on February 19, 2025. Treasurer Pak Lin will give the report as the chair of the Committee. Other Committee members include Board Member Belinda Wong and community members Tony Clifford, Mark Hayes, and Tim Ross.

On February 19, a team representing Sand Hill Global Advisors LLC (SHGA), the Foundation's investment adviser – including Senior Portfolio Manager Meghan DeGroot Daters, Senior Wealth Manager Kristin Sun, and Analyst George Angelopoulos – made its quarterly presentation to the Committee. Ms. Daters gave an overview of the firm's investment outlook, as well as a summary of the firm's current economic forecast, commenting on global risk factors, economic growth, interest rates, inflation, commodity markets, the employment market, corporate earnings, international developed markets, emerging markets, the housing market, and valuation. She noted that through the end of 2024, the economy showed continued strength despite elevated long-term interest rates and that there are questions regarding the new federal administration's policies and how they might affect the economy and corporate earnings. She noted that after three years of significant interest rate hikes, the Federal Reserve has begun lowering rates, although the pace at which rate will continue to decline is uncertain.

Mr. Angelopoulos then reviewed the Foundation's Investment Dashboard for the fourth quarter of 2024, including December 31, 2024, balances of \$24,220,497 for the Quasi-Endowment, \$5,436,482 for the Strategic Pool, and \$1,427,413 for the Liquidity Pool, for a total of \$31,084,392. He also discussed the performance of the underlying funds in the Foundation's Quasi-Endowment, Strategic, and Liquidity pools. He explained that the firm maintained portfolio positioning during the quarter, which included trimming overweight positions in the S&P 500 and emerging market stocks and adding a new equal-weight S&P 500 EFT.

In reviewing the portfolio balance update, Ms. Sun noted that total withdrawals from the portfolio since inception have been \$61,048,331 to support a long list of community benefits including the San Bruno Recreation and Aquatic Center (RAC) grants, with \$22,213,916 in total value added since inception.

# SAN BRUNO

## Community Foundation

### Memorandum

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**DATE:** February 27, 2025

**TO:** Board of Directors, San Bruno Community Foundation

**FROM:** Leslie Hatamiya, Executive Director

**SUBJECT:** Strategic Planning Study Session

At the March 5, 2025, regular Board meeting, the Board will have a strategic planning study session. During this session, the Board will receive a report from the Ad Hoc Committee on Strategic Planning, approve a resolution directing the SBCF President and Executive Director to send a letter to the San Bruno City Council expressing the Foundation's interest in exploring potential legacy capital projects with the City of San Bruno, and provide additional direction to the Ad Hoc Committee and staff regarding potentially revising the Foundation's program and investment strategies and further strategic planning deliberations.

#### **1. Relaunch of Strategic Planning Discussions**

At its February 5, 2025, regular meeting, the Board conducted a study session to restart its discussions regarding the Foundation's program and investment strategies once the grants totaling \$51.5 million supporting the design and construction of the San Bruno Recreation and Aquatic Center (RAC), the Foundation's primary legacy project, are fully paid out. I gave a brief presentation recapping the Board's previous deliberations in 2024, during which the Board decided to focus its discussions on two options – (1) spending down the remaining funds in the near-to-mid-term on one or two large legacy projects and winding down all other programs, and (2) spending down the remaining funds over a set period of time (*e.g.*, 10-25 years) with a target annual budget – and to set aside a third option following an endowment model, under which the Foundation is sustained in perpetuity at a modest annual budget level. As noted in the meeting's minutes, the Board received public comment from two community members expressing their thoughts on the options the Board is considering.

The Board engaged in a discussion of the options being considered. Several Board members said that they favor option #1 and funding a final legacy project, if one can be identified, as the best use of the Foundation's remaining funds for the long-term benefit of the community. A reimagined library and a new Fire Station #52 were mentioned as capital projects that the Foundation might want to consider funding.

# SAN BRUNO

## Community Foundation

### Memorandum

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At the conclusion of its discussion, the Board confirmed by consensus that it is still primarily considering options #1 and #2 and approved a resolution creating a new ad hoc committee, consisting of President Netane-Jones, Vice President Ruane, and Secretary Gomez, to lead the Board's strategic planning deliberations, charged with researching and evaluating potential program and investment strategies for use of the Foundation's remaining assets, researching potential legacy projects and engaging with potential community partners, such as the City of San Bruno and the San Bruno Park School District, and making recommendations to the Board in the development of the Foundation's post-RAC strategic plan. Board members suggested that the committee consider the timing of winding down other programs under Option #1, the sustainability of any legacy project under consideration, and whether there are ways to support the library short of a building a new facility.

#### **2. Report from Ad Hoc Committee on Strategic Planning**

On March 5, Chair Netane-Jones will provide an update on the Ad Hoc Committee's deliberations. The Committee met on February 12. Based on the Board's discussion on February 5, the Committee confirmed the Board's desire to investigate possible legacy projects under option #1, including a new Fire Station 52 and reimagined library/information resource center/community center and discussed the need to engage with the City of San Bruno to explore potential legacy projects that would make sense for both the City and the Foundation. The Committee then directed the Executive Director to draft a letter to the San Bruno City Council outlining the Board's thinking and requesting that the City engage with the Foundation to identify and explore possible legacy projects.

The Committee also began discussing possible wind-down timelines, including for the Crestmoor Neighborhood Memorial Scholarship and the Community Grants Fund, if the Board were to pursue a final legacy project under option #1. The Committee anticipated that if the Board is able to formally endorse option #1 this spring, it may make sense for the Foundation to freeze all existing programs in fiscal year 2025-2026, awarding no further scholarships or grants (strategic grants or Community Grants), other than any final legacy project(s) (except perhaps additional grant funding for permanent lighting as part of Phase 1 of the Crestmoor Fields Project, which the Board has already expressed a willingness to consider after more concrete cost information is obtained). In addition to pursuing a final legacy project, the Foundation would focus on the administration of previously awarded grants and scholarships, many of which are multi-year and involve additional payments of grant/scholarship funds and reporting obligations of grantees/scholarship recipients.

After the meeting, I circulated an initial draft of the letter to the Committee members, who provided feedback, and then developed the attached final draft. The letter summarizes the

# SAN BRUNO

## Community Foundation

### Memorandum

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Foundation's original program and investment strategies and its recent post-RAC strategic planning deliberations. The letter requests that the City engage with the Foundation to identify a final legacy project in which to invest the bulk of the Foundation's remaining assets and asks the City Council to consider this request at the next available opportunity in order to move any joint discussions forward promptly.

#### **3. Resolution Directing the SBCF President and Executive Director to Send a Letter to the San Bruno City Council Expressing the Foundation's Interest in Exploring Potential Legacy Capital Projects with the City of San Bruno**

On March 5, the Board will then consider adopting the attached resolution directing the SBCF President and Executive Director to send a letter to the San Bruno City Council expressing the Foundation's interest in exploring potential legacy capital projects with the City of San Bruno. The Committee recommends that the Board approve the resolution.

#### **4. Additional Direction to the Ad Hoc Committee and Staff**

During the study session, the Board will have the opportunity to comment on the Committee's deliberations, ask questions, and provide further direction to the Committee and staff regarding revising the Foundation's program and investment strategies and further strategic planning deliberations.

#### Attachments:

1. Resolution Directing the SBCF President and Executive Director to Send a Letter to the San Bruno City Council Expressing the Foundation's Interest in Exploring Potential Legacy Capital Projects with the City of San Bruno
2. Exhibit A: Letter to the San Bruno City Council, including SBCF Program Investments Summary, 2016-2025



**RESOLUTION NO. 2025-\_\_**

**RESOLUTION OF THE SAN BRUNO COMMUNITY FOUNDATION  
DIRECTING THE SBCF PRESIDENT AND EXECUTIVE DIRECTOR TO SEND A LETTER TO THE SAN  
BRUNO CITY COUNCIL EXPRESSING THE FOUNDATION'S INTEREST IN EXPLORING POTENTIAL  
LEGACY CAPITAL PROJECTS WITH THE CITY OF SAN BRUNO**

**WHEREAS**, in 2021, the San Bruno Community Foundation Board of Directors approved Strategic Plan 2.0, reaffirming the Foundation's Program Strategy Framework, as originally approved in 2015, endorsing a 20-year spend-down of the Foundation's remaining assets once it has fully disbursed the more than \$50 million in grant funding to the City of San Bruno for the design and construction of the San Bruno Recreation and Aquatic Center (RAC), and committing to a series of operational activities;

**WHEREAS**, now that the Foundation is very close to concluding disbursement of all grants related to the RAC's design and construction, the Board is revisiting Strategic Plan 2.0 in light of current circumstances and a more accurate projection of the Foundation's assets post-RAC;

**WHEREAS**, the Board is considering several program and investment strategies for use of the Foundation's remaining assets, including spending down the remaining funds in the near-to-mid-term on one or two large legacy capital projects and winding down all other programs;

**WHEREAS**, the Board seeks to research and evaluate such potential program and investment strategies for use of the Foundation's remaining assets, research potential legacy projects and engage with potential community partners, such as the City of San Bruno and the San Bruno Park School District, on such projects, develop its post-RAC strategic plan, and amend its Program Strategy Framework and Investment Policy Statement as necessary in accordance with such post-RAC strategic plan;

**WHEREAS**, on February 5, 2025, the Board created the Ad Hoc Committee on Strategic Planning to research and evaluate such potential program and investment strategies for use of the Foundation's remaining assets, research potential legacy projects and engage with potential community partners, such as the City of San Bruno and the San Bruno Park School District, and make recommendations to the Board in the development of the Foundation's post-RAC strategic plan; and

**WHEREAS**, based on the Board's strategic planning deliberations, the Committee has drafted a letter, as attached in Exhibit A, to the San Bruno City Council from the SBCF President and Executive Director requesting that the City of San Bruno engage with the Foundation to identify a final legacy project in which to invest the bulk of the Foundation's remaining assets, such as a new Fire Station 52 or a new library/information resource center/community center.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors hereby directs the SBCF President and Executive Director to send the letter attached as Exhibit A to the San Bruno City Council expressing the Foundation’s interest in exploring potential legacy capital projects with the City of San Bruno and requesting that the City engage in discussions with the Foundation to that end.

Dated: March 5, 2025

ATTEST:

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Raul Gomez, Secretary

I, Raul Gomez, Secretary, do hereby certify that the foregoing Resolution No. 2025-\_\_ was duly and regularly passed and adopted by the Board of Directors of The San Bruno Community Foundation on this 5<sup>th</sup> day of March, 2025, by the following vote:

AYES: Board members:

NOES: Board members:

ABSENT: Board members:

# SAN BRUNO

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## Community Foundation

March 5, 2025

Honorable Rico Medina, Mayor  
Honorable Marty Medina, Vice Mayor  
Honorable Sandy Alvarez, City Councilmember  
Honorable Tom Hamilton, City Councilmember  
Honorable Michael Salazar, City Councilmember  
City of San Bruno  
567 El Camino Real  
San Bruno, CA 94066

Dear Mayor Medina and Councilmembers:

On behalf of the Board of Directors of the San Bruno Community Foundation, we write to you to express our interest in engaging with the City of San Bruno to identify a final legacy project in which to invest the bulk of the Foundation's remaining assets. With the eight grants totaling \$51.5 million to support the design and construction of the San Bruno Recreation and Aquatic Center (RAC) coming to a conclusion, the Foundation is at an inflection point, and the Board is contemplating the Foundation's post-RAC program and investment strategies. A preferred option that the Board is considering is investing most of the Foundation's net assets in one or two capital projects that, similar to the RAC, would have a meaningful and lasting impact for the San Bruno community. As such, we would like to explore with the City possible capital projects, such as a new Fire Station 52 or a new library/information resource center/community center, in which the City is interested in pursuing and the Foundation might be interested in investing.

### **Background**

The San Bruno City Council created the Foundation in 2013. According to the Foundation's Bylaws, the Foundation is charged with administering the \$70 million in restitution funds received from PG&E as a result of the devastating 2010 gas pipeline explosion in the Crestmoor neighborhood to "benefit the San Bruno community through enduring and significant contributions to, and investments in, charitable and community programs, and publicly owned community facilities, over the long term."

In 2015, the Foundation conducted an initial Community Listening Campaign to solicit feedback on community needs and uses for the restitution funds. Based on that feedback, the Foundation developed its program and investment strategies, which are embodied in its Program Strategy Framework and Investment Policy Statement, respectively. The City Council, pursuant to its reserved powers in the Foundation's Bylaws, approved both policy documents.

a. Program Strategy

The Program Strategy Framework is the high-level policy document that provides the structure and outline of the Foundation's charitable programs and serves as the guiding document for accomplishing the Foundation's mission. It sets forth three categories of program activities: strategic grantmaking, responsive grantmaking (Community Grants Fund), and Foundation-run programs (Crestmoor Neighborhood Memorial Scholarship). We began offering both the Crestmoor Scholarship and Community Grants Fund in 2016 and have continued to offer both programs on an annual basis since then. We have awarded Community Grants (including several out-of-cycle grants) totaling \$2.65 million and, once we complete the 2025 cycle this spring, we will have awarded Crestmoor Scholarships totaling \$1.52 million.

The Foundation's most significant investments have been in strategic grants, with more than \$61.6 million committed to a wide range of projects, the most significant of which has been the design and construction of the RAC. The RAC project was the direct outcome of the 2015 Listening Campaign, in which the community identified a great need for upgraded and expanded community facilities and which led to the Foundation providing grant funding to the City to conduct a community facilities visioning and prioritization process through which a new joint recreation and aquatic center was selected. Ultimately, the Foundation awarded to the City eight grants totaling \$51.5 million covering different portions of the RAC's design and construction phases, and as of today, about \$51.2 million of those grants has been disbursed to the City, with the remaining balance expected to be paid out upon the submission of the final grant reports this year. In addition, at the City's request, the Foundation has awarded a three-year, \$2.25 million grant to the City to support startup programming and outreach activities at the RAC. This grant, which runs through June 2027, is intended to help the City bridge the opening of the facility to full operations and allow the City to test various marketing, outreach, recruitment, scholarship, and other initiatives to encourage community members to use the facility and ensure that it generates sufficient revenues to sustain its operations for the ongoing benefit of the community. In total, the Foundation has committed just under \$54 million of the original \$70 million in restitution funds to the RAC.

A full listing of the Foundation's program investments in the three categories, totaling \$65.8 million, is attached to this letter.

b. Investment Strategy

In the second quarter of 2016, the Foundation took possession of the \$70 million in restitution funds that the City received from PG&E. To support the Foundation's program strategy, the Board designated \$15 million of the restitution funds as a quasi-endowment and set aside the balance to support major strategic initiatives and operations over the next several years. As adopted in 2016, the Foundation's Investment Policy Statement established three separate investment accounts with varying purposes and time horizons: (1) Quasi-Endowment Pool, (2) Strategic Pool, and (3) Liquidity Pool. Sand Hill Global Advisors, LLC manages the Foundation's three investment accounts.

Funded at the outset at \$15 million, the Quasi-Endowment Pool functions under a traditional endowment model, with investment returns used to help fund the Foundation's programs and operations while preserving the purchasing power of the corpus. The Quasi-Endowment has a long-term time horizon with a moderately conservative risk tolerance profile, and its primary objective is capital appreciation with a secondary objective of capital preservation.

The remaining \$55 million of the original \$70 million in restitution funds was designated for the Strategic Pool. These funds were earmarked to cover the costs of major strategic grantmaking projects, including capital improvements of community facilities (namely, the RAC), and operating expenses over a 7-10 year period. Because the funds were to be spent down within 7-10 years, the Strategic Pool has a mid-term time horizon and a conservative risk tolerance profile. Its primary objective is capital preservation, with a secondary objective of capital appreciation.

The Liquidity Pool acts as a holding account for expenditures planned in the subsequent 0-24 months, and its purpose is to mirror the Foundation's operating bank accounts. This account is funded by both the Quasi-Endowment and the Strategic Pool, based on the Foundation's cash needs, and it has a short-term time horizon and a conservative risk tolerance profile. The investment goal for the Liquidity Pool is to preserve the principal balance of all funds directed into this pool, and as such, capital preservation and liquidity are the primary objectives.

A potential long-term vision for the Quasi-Endowment was that once the Strategic Pool was depleted, a scaled-back version of the Foundation could continue to operate, funding the Crestmoor Scholarships, the Community Grants Fund, and possibly some smaller strategic projects on an ongoing basis. The Board decided not to take any Quasi-Endowment payout in the first year of possessing the restitution funds (2016-2017) to enable the Quasi-Endowment to grow. Since then, the Board has approved the annual payout rate (ranging from 1.41% to 2.25%) to cover the year's cash needs for scholarships and grants awarded under the Crestmoor Scholarship and Community Grants Fund. Funds from the Strategic Pool have been used to fund all strategic grants and operating expenses.

As of January 31, 2025, the Foundation's total net assets (total assets minus total liabilities) were \$24.5 million. Consistent with the original vision of spending down the Strategic Pool within 7-10 years, essentially all of the funds remaining in the Strategic Pool (about \$5.5 million) have been earmarked to be used for grants already awarded but not yet paid out (including \$3.4 million to the City for Phase 1 of the Crestmoor Fields Project) and other operating expense liabilities. The January 31 balance of the Quasi-Endowment was \$24.7 million, with more than \$250,000 of that committed to previously awarded Community Grants and Crestmoor Scholarships.

Of note, due to this three-pool investment strategy and Sand Hill's attentive and capable management, the total value added by the Foundation's investment portfolio since inception exceeded \$22 million as of January 31, 2025, thereby increasing the community benefit from the original \$70 million restitution settlement to \$92 million.

## Current Strategic Planning Process

Now that the \$51.5 million in grants related to the RAC's design and construction are close to being paid out, the Foundation Board has embarked on a strategic planning process to determine the Foundation's post-RAC program and investment strategies. The Board's goal is to outline these strategies this spring, for implementation starting in the 2025-2026 fiscal year.

The Board has set aside the original long-term vision for the Quasi-Endowment (using investment income to fund Crestmoor Scholarships, Community Grants, operating expenses, and possibly some very small strategic grants in perpetuity while preserving the current value of the corpus). Based on scenarios provided by Sand Hill, following a traditional endowment model would result in a relatively modest annual payout (under \$1 million) to support the Foundation's programs and operations in order to maintain the purchasing power of the endowment's corpus, which, the Board feels, would limit the impact of the remaining funds.

Instead, the Board has focused its deliberations on two other options. The first (Option #1) is to spend down the bulk of the remaining funds in the near-to-mid-term on one or two large legacy projects and winding down all other programs. Observing the significant impact the RAC has made in our community since it opened last summer, the Board believes that another similar legacy project would be a powerful and potentially the most meaningful and productive use of the remaining funds. The Board acknowledges that, without an additional infusion of capital, this option would lead to the conclusion of the Community Grants Fund and the Crestmoor Scholarship and likely result in the eventual closing down of the current version of the Foundation,<sup>1</sup> but also believes that the RAC, a second major capital project, a decade of Community Grants and Crestmoor Scholarships, and about \$10 million in other strategic initiatives – would be a tremendous and deeply meaningful legacy arising out of the restitution funds, one that properly honors the Crestmoor neighborhood and the tragedy San Bruno suffered in 2010.

The Board is also considering a second option (Option #2), which is to spend down the remaining funds over a set period of time (such as 10-25 years) with a relatively consistent annual payout. This option would allow for a larger annual payout than the endowment option (likely in the \$1 million-\$2.5 million range depending on the actual starting corpus amount and the time frame selected, based on scenarios provided by Sand Hill). It would enable continuation of the Community Grants Fund and Crestmoor Scholarship and allow for some moderately sized strategic grants on an annual basis, but it would also lead to the eventual closing down of the current version of the Foundation without an additional infusion of capital.

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<sup>1</sup> Based on analysis by fundraising consultants about SBCF's prospects of raising additional funds and the related costs and challenges of doing so, the Board is reluctant to expand the Foundation's business plan to include a major fund development component. If the current version of SBCF were to close down and there was community interest in having a foundation serve San Bruno, the most effective option might be for a group of interested community members to establish a new 501(c)(3), unaffiliated with the City, that could operate as a more traditional community foundation that is found in other municipalities and regions. Such an independent foundation might be able to operate more nimbly and have greater fundraising success than the current SBCF, which is viewed as an arm of the City and is considered a public agency for such purposes as the Brown Act and public disclosure laws.

By the end of the 2024-2025 fiscal year, the Foundation may have total net assets around \$24 million, taking into account expenses that have since been incurred or are likely to be incurred that are not included in the January 31, 2025, net assets total, and assuming a relatively stable market environment and no further strategic grants awarded this fiscal year. In approving the Crestmoor Fields Project grant, the Board expressed a willingness to consider funding permanent lighting at the fields, which the City has roughly estimated to cost about \$2 million, after receiving more detailed information about the costs and benefits and after the Board has continued its strategic planning deliberations regarding using the Foundation's remaining assets post-RAC. If the Board decides to fund the permanent lighting this spring, projected net assets at the end of the current fiscal year could be closer to \$22 million.

If the Board were to choose option #1, we would likely reserve about \$5 million to cover ongoing operating expenses and to provide a cushion in the event that other critical needs arise, and then dedicate the remaining balance to the identified legacy project(s). For example, if total net assets are \$24 million, \$19 million would be earmarked for a legacy project(s). In the event that all grants related to the legacy project(s) and all other active grants have been paid out and the Foundation has not fully exhausted the reserved funds, the Foundation could increase the grant amount of one of the legacy project grants with the remaining funds. Thus, under Option #1, we currently anticipate that the Foundation might be able to commit a total of \$19 million (if the Board does not fund lights at the Crestmoor Fields Project) to one or more legacy projects.

The Foundation Board has created an Ad Hoc Committee on Strategic Planning, consisting of President Malissa Netane-Jones, Vice President Jim Ruane, and Secretary Raul Gomez, to help guide the Board in its strategic planning deliberations.

### **Exploration of Potential Legacy Projects with the City of San Bruno**

As part of its consideration of Option #1, the Board would now like to engage with the City of San Bruno to explore whether there are any potential capital projects that the City is interested in undertaking and in which the Foundation might be interested in investing the bulk of its net assets at the end of this fiscal year. The Board has expressed interest in considering contributing to a new Fire Station 52; as that station serves the Crestmoor neighborhood, such a project could be a full-circle project and a fitting final investment for the Foundation. Based on feedback received in our 2015 and 2021 Community Listening Campaigns, the Board also sees the potential impact of using the remaining funds to support a new library/information resource center/community center. Thus, the Board would like to discuss with the City Council those project ideas and any other capital projects the City is contemplating that might be a good fit for the Foundation.

The Board realizes that \$19 million may not be sufficient to fully fund the design and construction of a new fire station, library/information resource center/community center, or other community facility and that the City would likely need to identify additional funding sources to complete such a project. As such, we believe that it is important for the Foundation

and the City to engage in a thoughtful and productive discussion now to ensure that any potential legacy project makes sense for both parties.

Time is of the essence for the Foundation, as we prepare to make plans for the 2025-2026 fiscal year. If the Foundation continues on its current course and offers Community Grants, Crestmoor Scholarships, and some strategic grants in the next year, it will deplete the Quasi-Endowment at a much faster rate than it has previously and the Foundation's total net assets will likely decline, leaving less funds available for a legacy project at a later date. We realize that it may be premature to make a firm commitment to a specific legacy project this spring, but if discussions with the City (or the San Bruno Park School District, as the Foundation is also monitoring capital projects that the district is exploring) about a potential joint project are productive and on a serious path to agreement, the Board could endorse Option #1 in principle, with the fiscal year 2025-2026 budget a reflection of that strategy. This could be similar to the route the Board followed with the RAC, where it initially, in 2017, approved a resolution supporting the concept of a \$50 million strategic grant to the City for the design and construction of a new recreation center-swimming pool joint facility, but it formally committed the funds by approving a series of eight grants covering specific portions of the project costs as the project progressed.

### **Next Steps**

On behalf of the Foundation Board, we thank you for the opportunity to present you with our request to engage with the City to identify a final legacy project in which to invest the bulk of the Foundation's remaining assets. We ask that the City Council consider this request at the next available opportunity in order to move any joint discussions forward promptly. In the spirit of collaboration for the benefit of the San Bruno community, we look forward to receiving your response to our request.

If you have any questions, please do not hesitate to contact either of us.

Most sincerely,

Leslie Hatamiya  
Executive Director

Malissa Netane-Jones  
President

cc: Alex McIntyre, City Manager

Attachment:

- SBCF Program Investments Summary, 2016-2025



SBCF Program Investments  
2016-2025

<b>CRESTMoor SCHOLARSHIP</b>		
Year	# of Scholarships Awarded	Total Scholarship Funding Awarded
2016	7	\$100,000
2017	8	\$120,000
2018	9	\$120,000
2019	9	\$120,000
2020	13	\$190,000
2021	13	\$195,000
2022	12	\$190,000
2023	10	\$160,000
2024	10	\$160,000
2025 <i>(to be awarded this spring)</i>	11	\$165,000
<b>CRESTMoor SCHOLARSHIP TOTAL</b>	<b>102</b>	<b>\$1,520,000</b>
<b>COMMUNITY GRANTS FUND (including Off-Cycle Grants)</b>		
Year	# of Grants Awarded	Total Grant Funding Awarded
2016-2017	14	\$200,000
2017-2018	23	\$300,000
2018-2019	26	\$305,000
2019-2020	30	\$310,000
2020-2021	24	\$310,000
2021-2022	24	\$310,000
2022-2023	24	\$310,000
2023-2024	27	\$302,500
2024-2025	29	\$300,000
<b>COMMUNITY GRANTS TOTAL</b>	<b>221</b>	<b>\$2,647,500</b>
<b>STRATEGIC GRANTS</b>		
Program	Grantee	Total Grant Funding Awarded
Community Facilities Vision Plan Pre-Planning Process	City of San Bruno	\$25,000
Community Facilities Vision Plan	City of San Bruno	\$181,047
RAC #1: Conceptual Design	City of San Bruno	\$416,109
RAC #2: Architectural Services	City of San Bruno	\$5,420,388
RAC #3: Project and Construction Management	City of San Bruno	\$1,079,000
RAC #4: City Compliance Review*	City of San Bruno	\$1,061,611
RAC #5: Temporary Facilities	City of San Bruno	\$126,752
RAC #6: Business Plan	City of San Bruno	\$60,000
RAC #7: Tom Lara Field Parking Renovations	City of San Bruno	\$1,033,718
RAC #8: Construction and Contingency*	City of San Bruno	\$42,302,422
RAC Startup Programming and Outreach Activities*	City of San Bruno	\$2,250,000

SBCF Program Investments  
2016-2025

Community Day 2016	City of San Bruno	\$30,000
Community Day 2017	City of San Bruno	\$43,000
Community Day 2018	City of San Bruno	\$49,225
Community Day 2019	City of San Bruno	\$47,500
Community Day 2022	City of San Bruno	\$30,000
Florida Avenue Park	City of San Bruno	\$200,000
Pedestrian Safety Strategic Initiative	City of San Bruno	\$222,985
First Responder Strategic Initiative	City of San Bruno	\$160,723
First Responder Strategic Initiative: Mobile Command Vehicle	City of San Bruno	\$303,545
Centennial Plaza Improvement Project	City of San Bruno	\$500,000
Downtown Beautification Initiative*	City of San Bruno	\$350,000
El Crystal Memorial Bench	City of San Bruno	\$1,200
Crestmoor Fields Project, Phase 1*	City of San Bruno	\$3,400,000
San Bruno-Narita Sister City Program*	City of San Bruno	\$34,000
Music Education Strategic Initiative	San Bruno Education Foundation	\$378,890
Music Education Strategic Initiative: Year 4 extension	San Bruno Education Foundation	\$60,000
Music Education: 2022 extension	San Bruno Education Foundation	\$270,000
SBPSD School Transformation Project	San Bruno Education Foundation	\$250,000
Teacher Laptop Initiative to Support Distance Learning (COVID Relief)	San Bruno Education Foundation	\$240,000
School Athletic Field Improvements*	San Bruno Education Foundation	\$150,000
San Bruno-Narita Sister City Program*	San Bruno Education Foundation	\$75,000
Music Education Strategic Initiative	Capuchino High School Alumni Association	\$116,110
Music Education Strategic Initiative: Year 4 extension	Capuchino High School Alumni Association	\$8,000
Music Education: 2022 extension	Capuchino High School Alumni Association	\$20,000
San Mateo County Strong Small Business Grant Program (COVID Relief)	Silicon Valley Community Foundation	\$150,000
San Bruno Small Business Recovery and Assistance Program (COVID Relief)	San Mateo County Community College District	\$100,000
San Bruno Small Business Recovery and Assistance Program: Year 2 (COVID Relief)	San Mateo County Community College District	\$157,000
Child Care Relief Fund (COVID Relief)	Child Care Coordinating Council of San Mateo County	\$100,000
Tanforan Memorial	Tanforan Assembly Center Memorial Committee	\$200,000
School Field Trip and Assembly Grant*	San Bruno Park School District	\$35,000
<i>* Strategic Grants in progress</i>		
	<b>STRATEGIC GRANTS TOTAL</b>	<b>\$61,638,225</b>
	<b>GRANTS AND SCHOLARSHIPS GRAND TOTAL</b>	<b>\$65,805,725</b>
	<i>thru 2/27/2025</i>	