



CITY OF SAN BRUNO SERVICE RECOGNITION PROGRAM

The City of San Bruno has established an honor of service recognition program to honor those individuals and organizations that have served the community in a significant way. There are two approved levels of service recognition, Special Service and Extraordinary Service. Nominees for service recognition must meet the nomination and service criteria described below in order to be considered for this honor. No organization may submit more than two nominations per year. People who are bestowed with service recognition may only receive it once in a specific category.

Recognition of Special Service

- At least one recognized San Bruno organization must complete a nomination form
- Nominee must have a minimum of fifteen (15) years dedicated service to San Bruno.
- Service rendered must demonstrate positive impact on the citizens of San Bruno.
- Nominee must be viewed as an appropriate role model in the community.
- Nominee must demonstrate significant contributions to the community by developing new programs, providing leadership for the enhancement of existing programs, or by providing new or improved facilities.

Recognition of Extraordinary Service

- At least two recognized San Bruno organizations must complete a nomination form
- Nominee must have a minimum of twenty-five (25) years of dedicated service to San Bruno.
- Service rendered must demonstrate a positive impact on the citizens of San Bruno.
- Nominee must be viewed as an appropriate role model in the community.
- Nominee must demonstrate significant contributions to the community by developing new programs, providing leadership for the enhancement of existing programs, or by providing new or improved facilities.
- Nominee must demonstrate active involvement in multiple community programs influencing the lives of many San Bruno citizens.

Selection Process:

- Nomination forms may be obtained and submitted by recognized community organizations on an ongoing basis through the San Bruno Public Library.
- Annually in February, a committee comprised of two members from each City Commission (Culture and Arts, Planning, and Parks and Recreation) will review the applications. The review committee can request information from City boards, committees, commissions and other community organizations to assist them in making their recommendation.
- Five affirmative votes from the committee are required to recommend the nominee to the City Council.
- Three affirmative Council votes are required for passage.

All costs related to the preparation of the **Special Service Recognition**, including the cost of the plaque, shall be borne by the nominating organization. Costs related to the **Extraordinary Service Recognition** shall be borne by the City of San Bruno. Plaques will be inscribed with the honorees first and last name, years of service, name(s) of organization(s) served, and dedication date.

Please contact Tim Wallace, Community Services Superintendent at twallace@sanbruno.ca.gov or (650) 616-7084 if you have any questions.

3) How did the service of the nominee provide a positive impact for the people of San Bruno?

4) Why is the nominee viewed as an “appropriate role model” within the community?

5) Which programs or locations is the nominee most closely connected with?

NOMINATING ORGANIZATION

Name of Nominating Organization(s): _____

Name of Person Submitting Nomination: _____

Address: _____

Phone: _____

Email: _____