

FIRE CHIEF



SAN BRUNO
— California —





THE COMMUNITY

Located in San Mateo County, the City of San Bruno (pop. 45,000) is known as the “City with a Heart.” The community takes pride in its diversity and is conveniently located just 12 miles south of San Francisco, bordered by South San Francisco, Millbrae, Pacifica, and San Francisco International Airport.

The community offers a small-town atmosphere within a large metropolitan setting. A variety of housing opportunities, an excellent school system, access to a robust transportation system, and proximity to cultural and sporting institutions are among the amenities that make San Bruno a desirable place to live and work.

Community and economic development are the key to San Bruno’s future. The City has approved several private development projects, including residential, commercial, and mixed-use projects. Growth is focused on the City’s two transit stations, downtown, El Camino Real corridor, and the Bayhill Specific Plan area. Future development will promote multimodal connectivity given the City’s location within robust transit service systems and major freeways. The Bayhill Specific Plan area encompasses the corporate offices of YouTube and Walmart eCommerce, San Bruno’s largest employers. Currently, YouTube is under construction, with approximately 727,000 square feet of new office space. The City also envisions a revitalized and ambitious Tanforan mall as a modern, mixed-use development that includes office, hotel, retail, entertainment, and housing.

In 2024, the City unveiled a new \$64 million Recreation and Aquatics Center, a state-of-the-art 48,000-square-foot facility featuring a full range of athletic amenities, meeting rooms, a catering kitchen, and a large community hall. As evidence of further support for revitalization and community investment, San Bruno voters approved the issuance of \$102 million in

General Obligation bonds in November 2024, which will largely help the city address infrastructure and facility repair, modernization, and replacement needs, including the replacement of two fire stations.

CITY GOVERNMENT

San Bruno is a full-service city that operates municipal water and wastewater systems. The Operating and Capital Budget for FY2025-26 is \$287 million (\$68.8 million General Fund). The City is supported by approximately 290 FTEs with six organized employee bargaining units, five being represented by the Teamsters Union. Along with the City Manager’s Office, San Bruno has seven departments, including City Attorney, Administrative Services, Community Development, Community Services, Fire, Police, and Public Works.

San Bruno is a General Law city governed by a five-member City Council, operating under a Council-Manager form of government. The Mayor is directly elected to a two-year term. Four council members are elected by district for four-year terms. The City also has several Advisory Commissions, Boards, and Committees whose volunteer members are San Bruno residents appointed by the City Council. These members also serve four-year terms that expire in October of every even year. The organization and community benefit from stable leadership and mutually respectful relationships between professional staff and policymakers. In fact, each incumbent running was re-elected to their seats in the November 2024 elections.

During this exciting time in the city’s history, San Bruno is fortunate to be led by an experienced City Manager. The City Council appointed Alex D. McIntyre to serve as Interim City Manager in March 2023 and subsequently named the permanent manager in June. He brings a wealth of executive-level experience to San Bruno, having previously served as City

Manager in Ventura, Menlo Park, Lake Oswego, OR, Tiburon, and Portola Valley. Alex earned his bachelor’s degree in political science from UC Irvine and holds an MPA from the University of Southern California.

The City Manager is highly focused on investing in, building and strengthening the Executive Team. To that end, San Bruno executives must see the Executive Team as the core team they serve. They call this “Team #1.” Team #1 members are encouraged to think like city managers, working for the entire city, not just the department they lead. This orientation is meant to create a cohesive team that builds trust, engages in healthy conflict, and moves forward with commitment to decisions. Further, these leaders work to grow their division managers to lead and think like directors. Being a member of San Bruno’s Executive Team is a commitment to Team #1 and its mission.

Executive Team Mission

We exist to foster an environment where people can thrive.

Members of the San Bruno Executive Team prioritize the organization’s mission first and have public service hardwired into their DNA. They also:

- Are subject matter experts in their fields and lead those who work for and with them.
- Embrace accountability combined with a sense of shared responsibility.
- Encourage adaptation, healthy conflict, and accountability.
- Demonstrate wisdom and exercise sound judgment.
- Inspire others to achieve their maximum potential.
- Have a high degree of self-esteem combined with keen self-awareness.
- Display emotional intelligence coupled with a sense of loyalty.
- Have a sense of humor and can laugh at themselves.
- Are open to constructive feedback from our superiors, coworkers, and subordinates.
- Risk takers who are naturally curious.
- Have grit – the ability to push through adversity.
- Demonstrate adaptability.

SAN BRUNO FIRE DEPARTMENT

Established in 1937, the San Bruno Fire Department (SBFD) serves the City's businesses and residents within a 5.5-square-mile area from two fire stations. The Department responds to over 5,900 calls for service annually and operates with a FY2025-26 annual budget of \$14.04 million. SBFD provides a full range of emergency and non-emergency services, including fire suppression, advanced life support, hazardous materials response, technical rescue, fire prevention, and public education. Following voter approval of Measure Q in 2024, and a grant from the San Bruno Community Foundation, the City has secured funding to rebuild both fire stations, presenting transformational capital improvement initiatives and modernization opportunities for the incoming Chief.

The Department is authorized for 37 sworn positions: three shift Battalion Chiefs, nine Captains, and 21 cross-trained firefighters. Daily on-duty personnel include a Battalion Chief, two engine companies, and one ladder truck. Additional staff include a 40-hour Training Captain, Fire Marshal, two Fire Inspectors, and administrative support.

SBFD's Prevention Division oversees inspections, vegetation management, code enforcement, fire investigations, and plan reviews. Hazardous materials compliance is handled by SMCo Environmental Health Services (CUPA). The agency also provides specialized assignments such as Fire Inspector, Fire Mechanic, and Tactical EMS (TEMS) to support police SWAT operations.

The Department further invests in public safety through community outreach initiatives, including CERT training, Citizen CPR, fire and life safety education, smoke alarm distribution, car seat installation, and bicycle helmet safety programs.

San Bruno is an active partner in the San Mateo County (SMCo) Automatic/Mutual Aid System, a signatory to the California Master Mutual Aid Plan, and receives dispatch and hazardous materials support through San Mateo County Public Safety Communications and the SMCo Haz-Mat Team.



THE IDEAL CANDIDATE

The City of San Bruno is seeking an inspiring, resilient, and service-driven leader who is energized by the opportunity to lead a dedicated department in a dynamic and diverse urban environment. The ideal candidate will be a collaborative and strategic partner, actively engaged with the City's Executive Team and committed to aligning organizational efforts with the San Bruno City Council's vision and priorities. A strong team player, the Chief will work seamlessly with counterparts in the highly cooperative fire service community of San Mateo County.

This position requires a leader with exceptional strategic and high-level problem-solving abilities. The successful candidate will demonstrate the ability to think creatively and plan proactively for evolving service demands, ensuring the department remains effective and future ready.

As a forward-thinking and inclusive leader, the Chief will foster a culture centered on purpose, wellness, and service excellence. In a department of San Bruno's size, a visible and engaged professional is critical to the organization's success. Ideal candidates will have the demonstrated ability to hold individuals and teams accountable, coupled with the proven ability to cultivate a supportive environment where employees feel

empowered to speak up, share ideas, take initiative, and grow from experience.

Respected within the fire profession, the ideal candidate will embrace opportunities to mentor and coach subordinates while embedding mentoring as a core value of the department's culture. They will demonstrate a steadfast commitment to professional development, promote continuous learning, and encourage problem-solving at all levels.

The successful candidate will possess excellent interpersonal and communication skills, exhibit confidence and credibility when engaging with various audiences. Experience working with multicultural communities, as well as a strong understanding of corporate-community dynamics, are highly desirable. A proven ability to maintain strong, positive relationships with labor groups and external partner agencies will also be essential.

Candidates must be well-versed in applicable State and Federal laws related to contemporary fire service practices and regulations. A minimum of seven (7) years of experience in fire or emergency medical service work, including three (3) years in a chief officer or equivalent managerial role, is required. A bachelor's degree in a relevant discipline is also required.



COMPENSATION & BENEFITS

The salary range for this position is \$228,685 - \$280,624. The position is a member of the San Bruno Management Employee Association, which is currently in negotiations with the City on a successor agreement effective January 1, 2026. Placement within the range will depend upon qualifications and experience. In addition to salary, San Bruno offers a competitive benefits package that includes, but is not limited to:

PERS Retirement: Classic members: 3% at 50 with a 9% employee contribution. New members: 2.7% at 57 with a 13.75% employee contribution. Employer and employee contribute to Medicare; however, the City does not participate in Social Security.

Health, Vision, and Dental Insurance: The City covers majority of the costs for health, vision, and dental coverage for employees and dependents. Employee cost varies by plan selected and enrollment type. An opt-out provision is also available. Health benefit options may be found in the last column of the [Employee Benefits FY2025-26 HERE](#).

Life Insurance and AD&D: City-paid benefit of one-time annual earnings.

Long-Term Disability: City-paid benefit of 66.67% of earnings.

Vacation: Accrual of 10 to 23 days per year, prorated bi-weekly, with an annual buyout of up to 160 hours.

Management Leave: 100 hours per fiscal year with annual buyout option.

Paid Holidays: 14.5 days per year.

Deferred Compensation: City matches up to 1% of employee's annual salary.

Personal and Professional Spending Account: Reimbursement up to \$2,000 per fiscal year.

Vehicle: City vehicle provided.

Uniform Allowance: \$950 per year.

Bilingual Incentive: \$140 per month.

Employee Home Loan Assistance Program: Lower of up to \$140,000 or 20% of home's purchase price.

Other Benefits: Medical and Dependent Day Care Flexible Spending Accounts, Employee Assistance Program, and free membership to the City's new world-class Recreation and Aquatics Center. The full compensation and benefits package may be found [HERE](#).

Application & Selection Process

The closing date for this recruitment is midnight, **Sunday, November 23, 2025**. To be considered for this opportunity, upload a compelling cover letter, resume, and list of six professional references using the "Apply Now" feature at www.tbcrecruiting.com. This is a confidential process and will be handled accordingly throughout the process.

TB&CO.

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Following the closing date, applicants with the most relevant qualifications will be granted preliminary interviews by the consultants. Candidates deemed to be the best qualified will be expected to participate in selection activities in early 2026. The City anticipates making an appointment shortly thereafter, following the completion of negotiations and extensive background and reference checks. Please note that references will not be contacted until mutual interest has been established.

