



Meeting Minutes
San Mateo Consolidated Fire Department
Board of Directors Regular Meeting
Tuesday, December 16, 2025 – 5:30 P.M.
Hybrid Remote Teleconference Meeting
2121 S. El Camino Real, Building D, San Mateo

1. OPENING

The meeting was called to order at 5:38 p.m. by Board Chair Mates

1.1. Call to Order & Determination of a Quorum

1.2. Pledge of Allegiance

1.3. Roll Call

Board Members Present: Mates, Newsom, Jimenez

Teleconference Board Member:

Board Members Absent: None

2. AGENDA CHANGES

None

3. PUBLIC COMMENT

Zoom Attendee Saar Picker addressed the Board regarding residential solar and battery storage permitting and inspection processes. The speaker expressed concerns related to consistency of requirements, timeliness of responses, and the need for clearer guidance regarding residential battery systems and associated safety considerations.

4. CONSENT

Board Chair Mates asked if there was any public comment on this item, which there was not. Vice Chair Newsom moved to approve the Consent calendar; Board Member Jimenez seconded. The Board Secretary took a roll call vote, and the Consent calendar items were approved 3-0.

5. NEW BUSINESS

Item 5.1 Adopt a resolution approving revisions to the San Mateo Consolidated Fire Department's Master Fee Schedule in accordance with the NBS Fee Study Document.

Fire Chief Turturici introduced Lauren Guido, NBS Senior Consultant, to provide a brief overview of the comprehensive fee study prepared by NBS. The presentation provided outlined the methodology used to develop the proposed fees, including the calculation of a fully burdened hourly rate and the use of time-study estimates to ensure fees are reasonable, defensible, and reflective of actual service costs. Fire Chief Turturici provided a brief overview of the staff report. Deputy Fire Chief Mackintosh also presented a revised Master Fee Schedule spreadsheet detailing the proposed fee amounts and structure.

The spreadsheet illustrated how fees were organized by service category and reflected updated cost recovery assumptions and time estimates.

Board discussion focused on achieving appropriate cost recovery, creating equitable fee structures across different project types and sizes, clarifying hazardous materials mitigation fees, and maintaining consistency across the three cities served by the Department. The Board also discussed the potential for future incremental adjustments to fees and the importance of coordination with local community development departments, including the potential timing of a future comprehensive fee study, generally noting a possible timeframe of three to five years.

Chair Mates asked if there was any public comment on this item, which there were none. Board Chair Mates moved to adopt the resolution for 100% cost recovery and the revised Master Fee Schedule as presented; Board Member Jimenez seconded. The Board Secretary took a roll call vote, and the resolution was approved 3-0.

6. REPORTS AND ANNOUNCEMENTS

Item 6.1 Board Members and Department Management Staff

Board Chair Mates shared positive remarks regarding Santa-related community engagement events at Fire Station's 14 and 21, noting strong attendance and favorable public participation.

Item 6.2 Fire Chief Update

Fire Chief Turturici provided an organizational update. Some highlights include:

- Station 14's Winter Wonderland Santa Visit and Station 21's Breakfast with Santa were both a success and were well attended.
- Upcoming retirement of Training Battalion Chief Robert Cook announced, with appreciation expressed for his services to the Department. Additional retirements this month include Captain Lou Warner, Captain Cal Eitel, and Firefighter Tracy Haena.
- Promoted Firefighter Chris Barrett to Fire Captain.
- Promoted Emergency Services Analyst Kevin Foiles to Emergency Services Manager.
- Awarded the Cal Water Grant award of \$24,000 for portable water tanks and associated pumps to enhance water supply capabilities.
- Hazmat contract extension is moving along and will hopefully have approval for an additional two years with increase to accommodate personal salary increases.

7. ADJOURNMENT

The Board meeting was adjourned at 6:58 p.m.