



## **Southern Marin Fire Protection District**

308 Reed Boulevard  
Mill Valley, California 94941

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### **BUILDING COMMITTEE MEETING**

**Tuesday, April 25, 2017 at 7:30 am**

**Headquarters - STA 9 – 308 Reed Boulevard in Mill Valley**

### **AGENDA**

**1. T-Mobile Cell Contract Changes**

The Committee will review Tiburon and Kentfield Fire's T-Mobile contract to gather the optimum conditions for the amended SMFD T-Mobile contract.

**2. STA 4 Tree Removal**

There are four problematic trees at STA 4. The Committee will review the reports from Arbor Day Tree Care dated April 10, 2017 and the 2014 Structural Review and Conditional Assessment reports for a better understanding of the issue.

**3. Good of the Committee**



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### Building Committee Meeting

December 22, 2016 – STA 9

### MEETING NOTES

Come to Order: 8:37 am

In attendance: Directors Chun, Hilliard and Perazzo, Battalion Chief Pasquale and ASM Kim

#### **T-Mobile – Request to Update Cell Tower Equipment at STA 9**

The District received a request from T-Mobile to upgrade their cell tower equipment at Fire Station 9 (STA 9). While processing T-Mobile's request, BC Pasquale determined immediately that the District cell leases needed to be reviewed to establish which cell equipment lease was current and assigned to what specific cell equipment. Once the organizational review was completed, BC Pasquale contacted T-Mobile to discuss updating the current cell lease and request EMF emission readings on the existing cell equipment at STA 9. BC Pasquale reported to the Building Committee that the current T-Mobile is out of date and needs to be amended to include the cell tower conditions and also, there are no baseline EMF readings for the T-Mobile cell tower at STA 9.

The SMFD Board of Directors developed a set of cell tower conditions that cell phone providers need to in compliance with in order to locate their cell equipment at SMFD fire stations. The conditions were developed to provide EMF emission levels from cell towers to the community and one of the conditions is to establish a baseline EMF for each cell tower. The baseline reading is to ensure that equipment upgrades to cell antennas do not produce significantly higher EMF emissions.

BC Pasquale relayed to T-Mobile that the District cannot consider their requested to upgrade the cell equipment at STA 9 until the cell lease is amended to include the SMFD cell tower conditions and baseline EMF readings are established. In response, T-Mobile stated that the request to upgrade the cell equipment needs to be approved by District before they will amend the cell tower lease and provide baseline EMF readings.

The equipment upgrade will not change height of the tower but includes installing a taller antenna. The Building Committee wants to have public meeting to give the community a chance to weigh in on modifying the cell antennas at STA 9. The District is accountable to the community and as such, needs to provide EMF emission information and also monitor any changes in the EMF emissions.

BC Pasquale stated that the T-Mobile cell equipment upgrade request was a good opportunity for staff to review and organize the cell tower leases. There are cell towers at Fire Stations 4 & 9 with more than one cell provider. Each cell antennae has its own lease and specific conditions. The equipment upgrade request is an opportunity for the District to increase the fee it receives from T-Mobile for cell tower lease. Currently, the District receives \$20,000 annually for the T-Mobile cell equipment. The Committee also feels this is an opportunity for District staff to educate cell companies that the District has a duty to the community to disclose EMF emissions and possible safety concerns from EMF emission to the public. Cell companies need to keep accurate EMF records from each cell tower and provide this information to agencies and the public.

The Committee directed BC Pasquale to contact T-Mobile again to inform them that the Committee cannot consider approving their request to upgrade the cell equipment at STA 9 until the current cell lease is amended to include the cell tower conditions and EMF baseline emission levels are established.

### **STA 4 Remodel**

BC Pasquale asked if it would be appropriate to allow District staff to do some of the construction work such as painting for the STA 4 remodel. BC Pasquale stated that using District staff that has construction work experience instead of hiring a construction contractor will keep the remodel/construction costs down but acknowledges that compensating a SMFD employee at a lower rate is only beneficial to the District if the work provided by SMFD staff is remains at the highest level. He is also concerned about being in compliance with SB XXXX .

Director Hilliard stated that construction projects under \$45,000 are not subject to SB XXXX. The District can also treat each construction need as a single task, and not the entire remodel project as a whole. That would keep all construction needs under the \$45,000 threshold and not subject to SB XXX requirement.

BC Pasquale envisions that employee-generated construction would be run through payroll at the normal firefighter salary. Construction tasks would be scheduled during the employees normal work schedule and any OT expenses generated by the construction needs would be included in the STA 4 remodel costs. BC Pasquale would provide a report to summarize the financial savings realized from using SMFD staff instead of general contractors.

The Committee asked staff to confirm that employee-provided construction is covered under the District liability insurance and WC coverage. The Committee also asked BC Pasquale to confer with SMFD legal counsel about allowing employee-provided construction to determine if there is any liability or legal issues.

The approved STA 4 remodel project is mainly to provide unisex bathroom facility and reconfigure the sleeping quarters and locker room. Other considerations for STA 4 remodel include IT upgrade and seismic retrofitting.

### **Honor Wall Project**

Director Perazzo asked if there was any work being done on the Honor Walls at the Fire Stations. He explained to the Building Committee that the idea for the Honor Wall originated from the STA 1 crew who suggested establishing one wall at the fire house where people with great contributions to the Fire Service and/or community would be honored. A similar Honor Wall would be located at every fire station and plaques created duplicated at all three stations. The Honor Wall honorees would be determined by District staff as needed.

BC Pasquale said he did not have anything new to report on the Honor Wall but will follow up with staff.

### **STA 1 - Meeting Notice Public Access**

The District posts meeting notices at all of the fire stations and Director Hilliard noticed that the meeting agendas notices posted at STA 1 are not visible to the public. Notices are currently posted in a bulletin case in the lobby of STA 1 and not easily accessible because the lobby door is locked. She asked if the bulletin case could be moved to the outside of the building for better public access. ASM Kim shared with the Committee that the City of Sausalito has strict rules for exterior signage. The City should be consulted prior to relocating anything to the outside of STA 1. ASM Kim suggested taping meeting agendas to the front door as an alternative solution. Agendas taped to the front door will allow better public access and not create additional work for District staff that moving the bulleting case would generate.

### **Facility Inspections**

Chief Pasquale is hoping to implement facility inspections process for all District facilities in future. Director Perazzo has facility inspection forms for staff use to evaluate building conditions and compliance periodically to provide to SMFD.

Adjourned: 9:47 am