



## **Southern Marin Fire Protection District**

308 Reed Boulevard  
Mill Valley, California 94941

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### **BUILDING COMMITTEE MEETING**

Board Members: Directors Chun, Hilliard & Perazzo

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

Headquarters Station 9 – 308 Reed Boulevard in Mill Valley

### **AGENDA**

Call to Order:

Open Time for Public Expression: (limited to 3 minutes per person).

The Board welcomes public comments on all agenda items.

Agenda Adjustments:

Review of Building Committee meeting notes: February 15, 2017

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. **Next Building Committee Meeting**

4. **Good of the Committee**



## SOUTHERN MARIN FIRE PROTECTION DISTRICT

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### Building Committee Meeting

February 15, 2017 – STA 9

### MEETING NOTES

Come to Order: 8:15 am

In attendance: Directors Hilliard & Perazzo, Fire Chief Tubbs, Battalion Chief Pasquale, Administrative Manager Kim, Project Manager Andre

Open Time for Public Expression: None

Agenda Adjustments: Director Perazzo requested to add one item to the agenda, Fire Station Safety Inspections as a discussion item. The Committee agreed to add Fire Station Safety Inspections to the agenda.

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

- Background: T-Mobile sent the District a request to upgrade the cell tower equipment at STA 9. The District wants to update the contract with T-Mobile prior to approving the equipment upgrade.
- The Building Committee discussed EMF emissions and reviewed how EMFs were presented to the Board at a previous time.
- BC Pasquale stated that the SMFD Association may have some concerns about the EMF emissions.
- The Building Committee will recommend to the Board not to approve the equipment upgrade at the February Board meeting. Staff is still working on the contract and need more time to review the contract, research other cell equipment contract and develop recommendations for the revised T-Mobile cell equipment contract.
- The current contract with T-Mobile does not have *Exit or Ending* section and also does not reflect the Cell Site conditions developed by the Board.
- Once the cell contracts are sorted, the current ones will be uploaded to Google to centralize access to the docs for staff and the Building Committee.
- SMFD receives \$33,000 from T-Mobile annually for the cell equipment. The initial investigation showed that this amount is low and that other agencies receive much more for cell towers, up to \$12,000 per month in one case.

#### **Future of HQ, STA 9**

- Currently, District Admin staff are housed at two fire stations, Sausalito and HQ.
- At some point, all Admin staff should be located at the same office, including the Prevention Bureau
- To analyze the possibility of moving the admin staff, the District will need to hire an outside consultant. The consultant would evaluate the current needs but also factor in the future needs of the District.
- The Seminary offered office space to the District. Staff is exploring this option.

#### **Fire Station Safety Inspections**

- Director Perazzo developed two Station Safety Inspection forms for BC Pasquale to review and approve for use.
- There are two forms, one is a Daily Check and the second is a Detailed Check done quarterly.
- BC Pasquale asked Director Perazzo to research and determine if there are any legally mandated inspection especially for the fire service.
- OSHA requires safety documentation and records to prove corrections.
- BC Pasquale thanked Director Perazzo for the forms and his contribution to SMFD

Adjourned: 8:56 am