

Pine-Strawberry Fire District

BUILDING COMMITTEE MEETING MINUTES September 23, 2026

- 1) **Call to Order** – Bob Bennett called the meeting to order at 3:00 PM.
- 2) **Pledge of Allegiance**
- 3) **Roll Call** – Present were Board Member, Bob Bennett, Domonique Masse, Trey Shill, and Garrett Turley. Minutes were transcribed by Marilyn Bennett
- 4) **Approval of Previous Meeting's Minutes** – Bob Bennett noted that this was the first official meeting of the Building Committee and there were no previous meeting minutes. Bob Bennett asked Marilyn Bennett to record the minutes of the meeting.
- 5) **Old Business** – Bob Bennett noted that there was no previous business.
- 6) **New Business** –
 - a) Bob Bennett reminded the members that the committee meetings are all subject to the rules of governance. Specifically, Building Committee Meeting Agendas must be posted in accordance with the district requirements 24 hours prior to each meeting. Additionally, the minutes for the meeting must be recorded and posted within 48 hours of the meeting.
 - b) Bob Bennett and Garrett Turley noted that the corporate years of building experience among the four members of the Building Committee exceeded 150 years of experience.
 - c) Bob Bennett suggested that the Committee elect a “point man” or chairperson to lead the charge and mediate among the PSFD Board, the PSFD Members, and ongoing construction needs. It was noted that Domonique Masse currently holds an active residential contractors’ license, as well as, an active commercial contractors’ license and is well qualified to hold this position. Bob Bennett made a motion to assign Dominique Masse to this position. Trey Shill seconded this motion. The committee members passed the motion unanimously.
 - d) Domonique Masse proceeded to go over Collective Build Particulars, dated 09-19-2026. This is a preliminary overview of the projected needs and requirements of the new building organized into several categories: General Building Lay-out and Curb Appeal; Administration: Apparatus Bays; and Firefighter Livable. Domonique gleaned this information by interviewing and canvassing the Fire Chief, the administration, the other members of the committee, and the PSFD members.

- 7) **Next Meeting Date** – The next meeting date set for the Building Committee is October 5, 2026 at 2 PM. The meeting will be held at 4651 North Holly Drive, Pine, AZ the Bennett Residence Museum.
- 8) **Adjournment** – Bob Bennett made a motion to adjourn. Domonique Masse seconded the motion, and it passed unanimously at 4:49 PM.

Collective Build Particulars 09-19-2026

General Building Lay-out and Curb Appeal

- "H" shape with off-set perpendicular to Bays, Building space for Admin., General public and more on one side. FF Quarters and much more opposite of admin. Which Side of Bays from Hardscrabble Aspect is most Beneficial for both occupancy's? Where to Plot the Building? Note: Verify Lot shape. Would Developing Pine Creek Dr. with Bar-Ditch and O/H Power be more costly than full access from Hardscrabble without Hindering room for future facility development on reaming Plot? Note: Cost differential To Be Determined.
- Metal Building on Slab or Raised stem walls with Veneer at front Elevation and partially returning towards rear on side Elevations? Note: Cost differential To Be Determined at Design Phase.
- Regional specific curb appeal on covered entries, Roof lines? Note: To Be Determined at Design Phase.
- Directional flow Public parking, Covered Isolated Admin. Parking, Isolated Covered FF parking and Open Overflow and quest Parking. Note: To Be Determined at Design Phase.

Administration

- Public parking.
- Secured receptionist area located off the lobby.
- All minimum requirements located at the front and within the front portion of the building.
- Chief, Secretary, and Fire Marshal Offices
Office layout to be determined.
- Office Components: Office and supply station, with a cleaning-supply closet, incorporated within the layout.
- Conference Room
- Galley kitchen with minimal seating.
- Exterior access to an isolated, covered break area.
- Roomy ¼ bathroom with isolated placement.

- Document Storage: Short-term document storage located in close proximity, with archived document storage in a more distal location. Both areas located within the building. Climate-controlled space to be considered.
- Public meeting room with ¼ Bathroom (s) easy access from exterior and secured access from the Administration office. All would meet Codes.

Apparatus Bays

- Minimum 4 Drive-through Bays, 5 Preferred.
- Roll-up Door Size preference: Minimum 14' wide × 14' tall, with a glass vision panel at the front elevation.
- Ceiling height of 18' is requested unless otherwise advised.
- Sloped Concrete Bay Floors with Strip Drains on all or selected locations.
- Pylo Ventilation System
- Single pull-in garage bay aligned with the other bays and sized to accommodate the largest apparatus. Includes mechanic supply inventory, a mechanic tool area, and cross-access into the drive-through bays. This bay could be located off the end of the Administration side, with the Gym located off the end of the livable side. This configuration could also eliminate the need for the 5th Bay option.
- Exterior Wash Station off Single Garage Bay.
- Quick and safe access from bays to fixed supply cabinets stocked with EMS supplies and equipment, protected from contaminants.
- Commercial utility sink and mop station in Laundry room accessed from livable and bays.
- Isolated area for Equipment and Personnel Decontamination with a 2nd tier Isolation for in-service Turn-Outs and Equipment racks. n
- Utilize overhead space, isolated from contaminants, for separate bulk storage of firefighter gear and equipment, miscellaneous bulk storage, and supplies.

Firefighter Livable

- Minimum 4 Standard bedrooms, a 5th for future scenarios. Enlarge rooms enough to make up for space lost from three crew member Locker/Cabinet spaces. 1st Full bathroom in close

proximity. Place rooms in an area best isolated from potential commotion from additional livable and office space but easy travel to bays. Split floor plan option.

- Open Kitchen/Living room being the split with (3)- Refrigerator Cove, large island/Bar seating viewing kitchen and eye-shot of entertainment wall. *Pantry + Storage*
- ¼ bathroom centrally located.
- Covered exterior patio off kitchen with seating.
- Training room and all inclusive Captains office accessed from split livable floor plan and bays.
- 2nd Full bathroom opposite of split from 1st Full bathroom.
- Gym could flow to the back end of the livable side, allowing for banks of windows.
- All preferred ceiling heights would finish out at 10' unless otherwise advised.
- Heart Saver Tone and Lighting System "IS A MUST"