# ORANGE COUNTY FIRE AUTHORITY

## CAPITAL IMPROVEMENT PROGRAM COMMITTEE

**Regular Meeting**

# Agenda

**Thursday, September 3, 2026**
**12:00 p.m.**

**Orange County Fire Authority**
**Regional Fire Operations and Training Center**
**Classroom 1**
1 Fire Authority Road
Irvine, California 92602

**Committee Members**
Shelley Hasselbrink, Chair
Tara Campbell • Victor Cabral • Katrina Foley • Lisa Landau • Nitesh Patel
Joshua Sweeney

**NOTICE REGARDING**
**PUBLIC ACCESS AND PARTICIPATION**

This meeting is open to the public. Committee members will participate in person. There are several alternative ways to make comments including:

**In Person Comments at Meeting:** Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Committee on items within their subject matter jurisdiction, but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

If you wish to speak, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to the item being considered. Speaker Forms are available at the entryway of the meeting location.

**E-Comments:** Alternatively, you may email your written comments to coa@ocfa.org. E-comments will be provided to the Committee members upon receipt and will be part of the meeting record as long as they are received during or before the Committee takes action on an item. Emails related to an item that are received after the item has been acted upon by the Committee will not be considered.

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Committee members after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact the Clerk of the Authority at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at http://www.ocfa.org under Board & Committee Agendas/Minutes.

In compliance with the Americans with Disabilities Act and Board of Directors policy, if you need reasonable accommodations to participate in this meeting, please complete the ADA Reasonable Accommodation Form available on the Agency's website and email to COA@ocfa.org, or you may contact the Clerk of the Authority at (714) 573-6040 during regular business hours to submit your request orally. Please notify us at least 48 hours prior to the meeting to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

**CALL TO ORDER -** Chair Hasselbrink

**PLEDGE OF ALLEGIANCE –** Director Patel

**ROLL CALL** – Interim Clerk of the Authority

**PUBLIC COMMENTS**

**Please refer to instructions on how to submit a public comment on Page 1 of this Agenda.**

**1. PRESENTATION(S)**

**A. Capital Improvement Program (CIP) Committee Orientation**
Presented by: Jim Ruane, Assistant Chief/Logistics Department

**2. CONSENT CALENDAR**
*All matters on the consent calendar are considered routine and are to be approved with one motion unless a director or a member of the public requests separate action on a specific item.*

**A. Minutes for the Capital Improvement Projects Committee Special Meeting**
Submitted by: Kimberly Johnson, Interim Clerk of the Authority

The record will show that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:
Approve the Minutes for the May 6, 2026, Special Meeting as submitted.

**3. DISCUSSION CALENDAR**

**A. FY 2025/26 Capital Improvement Program Accomplishments and Status of 2026/27 New Projects**
Submitted by: Jim Ruane, Assistant Chief/Logistics Department, Bill Chang, IT Division Manager/Information Technology, Kevin Berghaus, Fleet Services Division Manager/Fleet Services, and Julie Samaniego, Construction and Facilities Division Manager/Property Management

Recommended Action:
Review the CIP accomplishments for FY 2025/26 and status of new projects for FY 2026/27.

**B. Carryover of FY 2025/26 Uncompleted Logistics Projects**
Submitted by: Jim Ruane, Assistant Chief/Logistics Department, Bill Chang, IT Division Manager/Information Technology, Kevin Berghaus, Fleet Services Division

Manager/Fleet Services, and Julie Samaniego, Construction and Facilities Division Manager/Property Management

Recommended Action:
Review the attached list of uncompleted CIP projects and approve inclusion of these items in the annual carryover agenda item that will go to the Budget and Finance Committee meeting of September 9, 2026 and Board of Directors meeting on September 24, 2026 for approval.

**C. OCFA Facilities New/Rebuild Plan**
Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Julie Samaniego, Construction and Facilities Division Manager/Property Management

Recommended Action:
Receive and file the item and direct staff to begin discussion with the property managers/owner regarding lease/lease-purchase/purchase options for additional property adjacent to the existing or new sites per the attached.

**D. Prefunding of Aircraft Acquisition**
Submitted by: Robert C. Cortez, Deputy Chief/Administration and Support Bureau and Sara Kennedy, Assistant Chief/Business Services Department

Recommended Action:
1. Defer Board review of prefunding policy options for the future acquisition of aircraft from the September 24, 2026, Board meeting, and incorporate the discussion into the Budget and Finance Committee and CIP Committee deliberations on future aircraft acquisition.
2. Provide direction to staff as deemed appropriate by the Committee.

**E. Election of Committee Vice Chair**
Submitted by: Sara Kennedy, Assistant Chief/Business Services Department and Kimberly Johnson, Interim Clerk of the Authority

Recommended Action:
Elect a Committee Vice Chair for 2026.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT -** The next Regular Meeting of the Capital Improvement Program Committee is scheduled for November 5, 2026, at 12:00 p.m.

## AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

Kimberly Johnson
Interim Clerk of the Authority

**FUTURE AGENDA ITEMS – THREE-MONTH OUTLOOK:**

- 1st Quarter Budget vs. YTD Actuals
- Updated Forecast by Fund
- Identify Upcoming CIP Issues

**UPCOMING MEETINGS:**

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|---|---|
| Budget and Finance Committee | Wednesday, September 9, 2026, 12:00 p.m. |
| Executive Committee | Thursday, September 24, 2026, 5:30 p.m. |
| Board of Directors | Thursday, September 24, 2026, 6:00 p.m. |