

Bay Area Air District
375 Beale Street, Suite 600
San Francisco, CA 94105
(415) 749-5073

Finance and Administration Committee Meeting
Wednesday, February 18, 2026

APROVED MINUTES

This meeting was webcast, and a video recording is available on the website of the Bay Area Air District at www.baaqmd.gov/bodagendas

CALL TO ORDER

1. **Opening Comments:** Finance and Administration Committee (Committee) Chairperson, Lynda Hopkins, called the meeting to order at 1:01 p.m.

Roll Call:

Present, In-Person (Bay Area Metro Center (375 Beale Street, 1st Floor Board Room, San Francisco, California, 94105): Chairperson Lynda Hopkins; Vice Chair Juan González III; and Director Noelia Corzo.

Present, In-Person Satellite Location (Sunnyvale City Hall, Cedar Conference Room, 456 W Olive Ave., Sunnyvale, CA 94086): Director Linda Sell.

Present, In-Person Satellite Location (Marin County Civic Center, 3501 Civic Center Dr., Room 326, San Rafael, CA 94903): Committee Brian Colbert.

Present, In-Person Satellite Location (Alameda County Supervisor David Haubert, 246A Argonne Ave., Long Beach, CA 90803): Director David Haubert.

Absent: Directors Tyrone Jue and Vicki Veenker.

2. **PLEDGE OF ALLEGIANCE**

CONSENT CALENDAR (ITEMS 3-6)

3. **Approval of the Draft Minutes of the Finance and Administration Committee Meeting of December 17, 2025**

The Committee considered approving the Draft Minutes of the Finance and Administration Committee Meeting of December 17, 2025.

4. **Hearing Board Quarterly Report: October through December 2025**

The Committee received the Hearing Board Quarterly Report for the period of October through December 2025.

5. **Fiscal Year 2025-2026 Second Quarter Financial Report, Ending December 31, 2025**

The Committee received the financial report for the second quarter of Fiscal Year 2025-2026, which ended December 31, 2025. The report provides an overview of the General Fund's financial activities for the period from July 1, 2025, to December 31, 2025, including preliminary revenue, expenditures, and cash investment balance results for the period.

6. **Fiscal Year 2025-2026 Second Quarter Reporting of Payments for Routine and Recurring Goods/Services Expenses and Contracts Executed under Delegated Authority**

The Committee received a report of vendor payments for routine and recurring essential services and contracts executed under delegated authority for the second quarter of Fiscal Year 2025-2026, which ended December 31, 2025.

Public Comments

No requests received.

Committee Comments

None.

Committee Action

Vice Chair González made a motion, seconded by Director Corzo, to **approve** Consent Calendar Items 3 – 6; and the motion **carried** by the following vote of the Committee:

AYES: Corzo, Colbert, González, Haubert, Hopkins, Sell.
NOES: None.
ABSTAIN: None.
ABSENT: Jue, Veenker.

ACTION ITEM

7. **UPDATE ON AIR DISTRICT INFORMATION MANAGEMENT PROJECTS AND RECOMMENDATION OF SOFTWARE DEVELOPMENT AND MAINTENANCE CONTRACTS FOR PERMITTING AND COMPLIANCE SYSTEMS**

John Chiladakis, Deputy Executive Officer for Information Management, gave the staff presentation *Update on Air District Information Management Projects and Recommendation*

of Software Development and Maintenance Contracts for Permitting and Compliance Systems, including: recommended action; outline; Fiscal Year (FY) 2026 Budget; recent Board actions: modernization and consolidation; prior software development structure; new structure development organizational structure; managed software development; 18-month progress – all items completed; strategic deliverables for this authorization; vendor qualification; funding and budget impact; and recommend action.

Public Comments

No requests received.

Committee Comments

The Committee and Air District staff discussed clarification on the authorization being sought by (allocation per) Fiscal Year.

Committee Action

Director Haubert made a motion, seconded by Director Colbert, to recommend the Board **authorizes** the Executive Officer/Air Pollution Control Officer to amend contracts for software development and support services for a total combined amended authorization not to exceed \$5.8 million over the 24-month period beginning March 2026:

Vendor	Procurement Method	Service Description	Not to Exceed for this Authorization	Total Amount Contracted
ClearSparc	Request for Proposal #2024-009	Software Design, Development, and DevOps Services	\$2,400,000	\$3,915,000
DVBE	Request for Proposal #2024-009	Software Development Supporting Services	\$3,400,000	\$5,632,000
			\$5,800,000	

The motion **carried** by the following vote of the Committee:

- AYES: Corzo, Colbert, González, Haubert, Hopkins, Sell.
- NOES: None.
- ABSTAIN: None.
- ABSENT: Jue, Veenker.

INFORMATIONAL ITEM

8. OVERVIEW OF THE AIR DISTRICT'S FLEET GREENING STRATEGY

Karen Schkolnick, Director of Administrative Resources, gave the staff presentation *Overview of the Air District's Fleet Greening Strategy*, including: background; fleet composition; greening the fleet; benefits; vision and timeline; stakeholder engagement; suitability criteria for pilot and full rollout; infrastructure, workforce & risk management; and reporting, metrics & next steps.

Public Comments

No requests received.

Committee Comments

The Committee and Air District staff discussed whether the Air District is considering hydrogen vehicles for its fleet; concerns regarding the inability to charge electric vehicles during power outages, and battery storage; whether other California air districts are greening their fleets, and the suggestion of documenting lessons learned; what kind of energy charges the Air District's fleet; the Air District's history of having a fleet versus reimbursing field staff for using in their personal vehicles; whether Air District staff drives fleet vehicles to their homes and is permitted to use the fleet vehicles during non-work hours/for personal use; and whether the Air District's fleet is branded.

Committee Action

No action taken.

OTHER BUSINESS

9. PUBLIC COMMENTS ON NON-AGENDA MATTERS

No requests received.

10. COMMITTEE MEMBER COMMENTS

None.

11. TIME AND PLACE OF NEXT MEETING

Wednesday, March 18, 2026, at 1:00 p.m. The meeting will be held in-person at the Bay Area Metro Center and at satellite locations as may be specified on the meeting agenda using a remote teleconferencing link. Members of the Finance and Administration Committee and the public may attend at any of those in-person locations, and members of the public may also attend virtually via webcast.

12. **ADJOURNMENT**

The meeting was adjourned at 1:40 p.m.

/s/ Marcy Hiratzka
Marcy Hiratzka
Clerk of the Boards