

**CITY COUNCIL MEETING
MINUTES
November 4, 2025**

1. CALL TO ORDER & PLEDGE OF ALLEGIANCE IN HONOR OF THE US MILITARY TROOPS

The City Council Meeting was held in a hybrid format (in-person and via Zoom videoconference and broadcast) from the Pinole Council Chambers, 2131 Pear Street, Pinole, California. Mayor Sasai called the Regular Meeting of the City Council to order at 5:00 p.m. and led the Pledge of Allegiance.

2. LAND ACKNOWLEDGEMENT

Before we begin, we would like to acknowledge the Ohlone people, who are the traditional custodians of this land. We pay our respects to the Ohlone elders, past, present and future, who call this place, Ohlone Land, the land that Pinole sits upon, their home. We are proud to continue their tradition of coming together and growing as a community. We thank the Ohlone community for their stewardship and support, and we look forward to strengthening our ties as we continue our relationship of mutual respect and understanding.

3. ROLL CALL, CITY CLERK'S REPORT & STATEMENT OF CONFLICT

An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; and (3) leave the room until after the decision has been made, Cal. Gov. Code § 87105.

A. COUNCILMEMBERS PRESENT

Cameron Sasai, Mayor
Anthony Tave, Mayor Pro Tem*
Norma Martinez-Rubin, Council Member
Devin Murphy, Council Member
Maureen Toms, Council Member**

*Arrived after Roll Call

**Participating remotely under the provisions of the Brown Act

B. STAFF PRESENT

Kelcey Young, City Manager
Heather Bell-Spears, City Clerk
Eric Casher, City Attorney
Andrea Dwyer, Community Services Director
Maria Picazo, Recreation Manager
Heba El-Guindy, Public Works Director
Markisha Guillory, Finance Director
Roxane Stone, Deputy City Clerk

City Clerk Heather Bell-Spears announced the agenda had been posted on October 30, 2025 at 4:00 p.m. with all legally required written notices. Written comments had been received in advance of the meeting, distributed to the City Council and staff, posted to the City website and made available to the public to view in the Council Chambers.

Following an inquiry, the Council reported there were no conflicts with any items on the agenda.

4. CONVENE TO A CLOSED SESSION

Citizens may address the Council regarding a Closed Session item prior to the Council adjourning into the Closed Session, by first providing a speaker card to the City Clerk.

A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Gov. Code § 54956.8

Property: 651 Pinole Shores Road

402-220-021

Agency negotiators: City Manager Kelcey Young, City Attorney Eric Casher

Negotiating parties: Jaclyn Bellicitti, Site Acquisition Centerline Communications,
Authorized Representative for Verizon

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Gov. Code § 54956.8

Property: 2100 San Pablo Avenue

Agency negotiators: City Manager Kelcey Young and City Attorney Eric Casher

Negotiating party: Art Pakpour

Under negotiation: Price and Terms

C. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Gov. Code § 54956.8

Property: 2101 Pear St. Pinole, CA 94564-1797/APN: 401-163-004-5

Agency negotiators: City Manager Kelcey Young

Negotiating party: American Postal Infrastructure Partners, LLC

D. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Gov. Code § 54956.8

Property: 2301 San Pablo Avenue

APN: 401-162-001-2

Agency negotiators: City Manager Kelcey Young and City Attorney Eric Casher

Negotiating party: Raquel Conter; Sonny and Kamal Randhawa

E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Gov. Code § 54957

Title: City Manager

Mayor Sasai reported that Item 4E would be taken out of order and the City Council would reconvene to Closed Session at the conclusion of the public portion of the meeting agenda and following Item 13, Citizens to be Heard.

PUBLIC COMMENTS OPENED

Irma Ruport, speaking to Item 4A, reported that Verizon had been a big headache for the City. A group found a past contract between the City of Pinole and Verizon had been signed and delivered without the consent of the public. The past Verizon contract involved a cell tower that was to have been built in a City park, although it was an inappropriate location given restrictions in place. At that time, the then City Manager and no one knew about that information but a contract between the City and Verizon had been signed. Subsequently, the state had explained that a cell tower could not be placed in the park and the contract was deemed null and void to avoid litigation. She also referenced the fact that Fire Station 74 had been built in the wrong place in that it had been built in the park. In the end, that situation involved significant attorney fees as part of the negotiations and the City decided to swap park land to ensure the Verizon cell tower was not built. Verizon ultimately located elsewhere in the City. The contract had been very costly for citizens and she suggested the City Council should look back and read about that history and not repeat it. If the City Council approved a contract with Verizon as part of Item 4A, she asked that citizens be made aware given that the citizenry wanted to be a part of the process and not be excluded from decisions.

For Item 4B, Ms. Ruport pointed out the City Council voted to sell the Faria House three years ago and finally negotiations were ongoing; however, decisions had been made in the past with Assistant City Attorney Mog about how some of those properties could and should be sold. She urged the City Council to do their homework and bring some of that information back. She wanted assurance the Faria House would be sold without any attachment to taxpayers. She suggested it was about time for the property to be sold and reported she had requested accounting records on the property but the City did not have them. As a 50-year resident, she sought some resolution to the property that had been a financial burden to taxpayers.

As to Item 4D, Ms. Ruport questioned whether the spelling of the names of the negotiating parties shown on the meeting agenda were accurate. For Item 4E, she referred to the multiple performance evaluations for the City Manager who had only been on the job a year and a half. She found that to be unsatisfactory. She had made requests for information from the City but the information provided was incomplete. She referenced the fact the City Council had recently held a workshop for possible tax increases in the future when the Council should actually be working on today's needs. Some cities were currently cutting back on personnel and budgets, whereas Pinole was considering things two or three years into the future.

Ms. Ruport commented that the City Manager had been interviewed by a city in the State of Arizona, which was on YouTube, was public information and reflected the City Manager was looking for a job elsewhere. She emphasized the City Council was voted into office by the residents and taxpayers deserved better and expected more. She did not appreciate being told the City did not have enough staff, and urged the City Council to get serious and realize the difficult economic situation and that many people were not getting their benefits and were losing their jobs.

Sheila Grist referenced Item 4A and stated the cell tower was located in the valley, not in the park. She supported Items 4A through 4C, but suggested the process should be open and transparent to the community. When a Closed Session was over, whether an item moved forward, was tabled or possible action taken to sell property, as an example, that information should be reported out in open session and not just with a statement that there was nothing to report.

Ann Moriarty, Boardmember, Friends of Pinole Creek Watershed, referenced Item 4E and suggested City Manager Kelcey Young had done a fantastic job and had committed early to the community. From the perspective of Friends of Pinole Creek Watershed, City Manager Young's commitment had resulted in specific actions, including the pursuit of grants, thoughtful approaches and a visible desire to work for the good of Pinole. City Manager Young stood out as being accessible and responsive to residents. She suggested the City of Pinole was lucky to have her.

Paula Jarvis, Boardmember, Friends of Pinole Creek Watershed and an active volunteer, also referenced Item 4E, and reported on her frequent contact with City Manager Young and her excellent staff. City Manager Young had been supportive of the efforts to raise public awareness of Pinole Creek, had participated during monthly trash cleanups, set up challenges to stimulate participation and increased the fun factor and demonstrated her commitment to the City time and again by her professional engagement with the community, its volunteers and businesses. She witnessed significant improvements in City services under the City Manager's leadership and would rank her performance in the job as excellent.

Jonathan Jarvis, Friends of Pinole Creek Watershed, also commented on Item 4E and expressed concern the City was experiencing a repeat of the same political environment that resulted in the exodus of former City Manager Andrew Murray, who had been a strong and highly confident leader but who had left under circumstances that were not transparent. It appeared they were in the same non-transparent situation with the City Council and the highly competent current City Manager. He did not want to see a revolving door of City Managers like what happened in the City of Clayton, which would not serve the Pinole community or attract highly skilled leaders who could fill City positions. He asked for transparency in the interactions between the City Council and the City's professional staff.

PUBLIC COMMENTS CLOSED

5. RECONVENE IN OPEN SESSION TO ANNOUNCE RESULTS OF CLOSED SESSION

At 7:03 p.m., Mayor Sasai reconvened the meeting into open session. He reported the City Council provided direction for Item 4B to execute a letter of non-binding intent with Art Pakpour. There was no reportable action from Closed Session Items 4A, 4C or 4D.

Mayor Sasai reported the agenda items would be taken out of order. The City Council moved to Item 8. Recognitions / Presentations / Community Events, A. Proclamations, at this time.

8. RECOGNITIONS / PRESENTATIONS / COMMUNITY EVENTS

A. Proclamations

1. United Against Hate Week

The City Council read into the record a proclamation recognizing October 19 through 25, 2025 as United Against Hate Week with the proclamation presented to Christy Lam-Julian representing United Against Hate Contra Costa Chapter.

Christy Lam-Julian thanked the City Council for the proclamation and highlighted the work of the Lam-Julian Foundation, formerly known as Shannon Village, which had been facilitating numerous community engagement initiatives since 2021, and which she highlighted at length at this time. This year, for United Against Hate Week, the Foundation would partner with Indivisible North East Bay, Pinole Valley High School (PVHS) and Contra Costa Community College for the Stand up to Hate Pledge Drive, collaborate with the Pinole Grove Residents Association to host a poster-making event and work with the Pinole Library to organize the We all Belong story time. With United Against Hate, the Foundation would work to restore respect and civil discourse, embrace the strength of diversity, build inclusive and equitable communities for all and defeat hate in all communities. She looked forward to fostering a stronger partnership with the City.

Mayor Sasai thanked Ms. Lam-Julian for her service to the community and for bringing awareness to those issues. He referenced the 2024 Hate Crime Report from the State Attorney General's Office, and reported that hate crime events had increased 2.7 percent between 2023 and 2024. Anti-Black bias events were the most prevalent with 49 incidents reported this year and anti-Jewish bias events rose 7.3 percent from last year. He noted the City Council partnered with the California Versus Hate Initiative, and materials were available in all public facilities and would be provided in every single WestCAT fleet vehicle.

PUBLIC COMMENTS OPENED

Rafael Menis thanked Ms. Lam-Julian for the exceptional amount of work she and her Foundation had done putting together the various events for United Against Hate Week and for coordinating those events over the years. Given the current challenges being faced both in the community, across the state, country and the world, he urged everyone to try to commit to being united against hate throughout the entire year. He added that hate did not stop at one group, it grew, expanded and as it succeeded found new targets. He encouraged everyone to join him and unite against hate now.

Stephanie Robillard hoped the proclamation would be a truly meaningful step forward for inclusion rather than a performative gesture. United Against Hate served an important purpose, started conversations, brought visibility to issues of discrimination, signaled a community's values and respected equity. United Against Hate Week was more than a symbol if it served as a catalyst for ongoing action coupled with measurable commitments, funding for anti-bias education, transparent reporting on hate incidents, training for staff and law enforcement and partnerships with local organizations that were already doing this work year-round. She referred to the current alarming climate and the rise and/or engagement with Nazism and the dramatic increase in surveillance and detention in direct opposition to creating a more inclusive and equity-oriented community that combated mistrust, fear and insecurity. She hoped this was the beginning of a deeper and more continuous effort.

Derilin Hsu thanked Christy Lam-Julian for her work with United Against Hate. She emphasized the importance to recognize hate in this country was not just from the top, but from the bottom up. She received emails from someone who was a Federal Bureau of Investigation (FBI) agent who informed her a white supremacist group was active and militarizing themselves. She asked of the City's plans to ensure a sense of safety and belonging for all, not just in a proclamation, but in action. She sought active accountability throughout the year from elected officials and from anyone actively representing the City.

PUBLIC COMMENTS CLOSED

2. Native American Heritage Month

The City Council read into the record a proclamation recognizing November 2025 as Native American Heritage Month.

Mayor Sasai reported he would present the proclamation to the PVHS Native American Student Union (NASU) at such time as he was able to visit NASU on campus.

3. World Town Planning Day

The City Council read into the record a proclamation recognizing November 8, 2025 as World Town Planning Day, with the proclamation presented to Pinole Planning Commission Vice-Chairperson Rafael Menis.

PUBLIC COMMENTS OPENED

Rafael Menis thanked the City Council for drafting and presenting the proclamation he was honored to accept on behalf of the Pinole Planning Commission, which collectively had done far more work towards improving, organizing, and planning the future of the community than anyone could do alone. He also acknowledged the efforts of City staff assigned to assist the Planning Commission with staff packets, updates, findings and working through all of the details the Planning Commission considered in its meetings and integrating them into a greater and more finished whole. In particular, he thanked Planning Manager David Hanham and Senior Planner Justin Shiu for their work over the years providing the Planning Commission with the bedrock it built upon with their comments and suggestions. He commented that the concept of planning was unnecessary, perhaps, but suggested planning showed there could be a better way and that by working together Planning Commissioners could engage the community, collaborate and find out what the highest and best uses for the entire community were for any given project, combinations of projects, for entire regions of the City and for the City as a whole. As one thought about the value of planning and World Town Planning Day, he asked the public to consider what it would be like if there was no planning or zoning in place.

PUBLIC COMMENTS CLOSED

Mayor Sasai thanked Mr. Menis for his service to the community. He also acknowledged his City Council colleagues who had all served on the Planning Commission prior to being elected to the City Council, and Council member Toms who worked as a Planner professionally.

4. Sikh Appreciation and Awareness Month

The City Council read into the record a proclamation recognizing the month of November 2025 as Sikh Appreciation and Awareness Month.

Mayor Sasai recognized Harpreet Sandhu, Senior District Representative for Congressman John Garamendi, newly appointed to the Alameda-Contra Costa Transit District (AC Transit), the first Asian and Sikh City Council member for the City of Richmond who played a major role in the formation of the American Sikh Congressional Caucus and who had been elected to represent Congressional District 7 as the Barack Obama delegate to the 2008 Democratic National Convention (DNC).

PUBLIC COMMENTS OPENED

Harpreet Sandhu introduced representatives present from the El Sobrante Gurdwara Sahib Sikh Center. He thanked the City Council for the proclamation and the acknowledgment of inclusion, understanding and respect for all communities. While Sikh history and contributions were celebrated, they also recognized the tragedy of 1984 when thousands of Sikh women and children were massacred in Delhi and other cities in India, which remain etched in their memory as a reminder of the need for truth, justice and protection of human rights. He also thanked Christy Lam-Julian for her work on United Against Hate Week. He reported that Sikhs were the number three victims of hate crime in the United States pursuant to statistical records. He also reported that on November 5, 2025, the Sikh community celebrated the birth of the founder of the Sikh religion, Guru Nanak, whose teaching emphasized the fundamental equality of all people regardless of gender, caste or background and who taught that men and women were equal and all humanity shared a common essence, service, compassion and justice that were the highest calling. Guru Nanak's philosophy of inclusion, love and respect for all people continued to guide Sikhs in the community and in their daily lives. The contributions of the Sikh community ran the gamut across all businesses and in the armed services and helped to enrich the community and nation guided by the core principles of their faith. He was grateful the City of Pinole was standing up for the Sikh community, in remembrance, in celebration, and in recognition, which gesture honored the Sikh heritage and shared American commitment to diversity, compassion and unity.

PUBLIC COMMENTS CLOSED

Mayor Sasai returned to Item 6, Citizens to be Heard at this time.

6. CITIZENS TO BE HEARD (Public Comments)

Citizens may speak under any item not listed on the Agenda. The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.

Amy Eubanks, President, Pinole Police Employees Association (PPEA), speaking on behalf of a PPEA member unable to attend the meeting read into the record written comments from a Pinole Police Officer, who reported that in the 12 years as a police officer in Pinole, this officer had been affected and/or was part of multiple City contracts and had heard past and present Council members praise Pinole Police Officers and dispatchers, holding them in high regard.

Ms. Eubanks continued to speak on the officer's behalf, who stated at one point a former Council member stated "our officers were more than their weight in gold," but the common denominator was Council members were well versed in saying flashy things and were even better at saying what the masses wanted to hear to get elected. Once elected, the Council did not deliver on things promised but changed the narrative to line one's own pockets. She stated this officer took the job willingly and loved every minute of it, but in the world co-workers, dispatchers and officers lived in, they listened to the worst of the worst, answered the calls to bear witness to the horror humanity could inflict on each other and spilled their blood, sweat and tears on City's streets. This officer had been hurt in fights with violent subjects, hospitalized after chemical exposures, hit by a drunk driver while walking and conducting a traffic stop and shot at. The officer and his co-workers witnessed things one would consider nightmares, and left their homes each day with the knowledge it could be the last day they may see their families.

Ms. Eubanks noted the officer's concern that the City Council did not know the toll this took on first responders and their families, and the fact that a culture had developed in Pinole to do more with less, while the reality was it was unsafe to have three officers on duty for 12-hour periods, which killed morale and did nothing to help with retention. Concern was expressed the Pinole Police Department (PPD) had been viewed as a stepping stone agency and would continue to be one if there was no incentive for officers to stay and attract and retain quality officers and dispatchers. The City Council was asked to step-up. While the officer was speaking for themselves, co-workers had similar experiences. The officer highlighted the many family events missed while on the job and could say with confidence the City Council took that for granted since they had not been forced to miss similar events. While the officer worked for the PPD willingly, being valued in return was important. A quote from George Orwell was also read into the record. The men and women of the PPD, officers and dispatchers, including those standing in the Council Chambers, via Zoom or through comments or emails, wanted to be truly valued and not just a bullet point on one's campaign drive.

Barry Duggan, a member of the PPEA for 13-years, stated during that time he had heard current and past City Councils boast about how great and clean the City was. Council members past and present stated they knew the City, but he questioned whether that was the case since Pinole Police Officers and dispatchers had been out of contract for over four months and counting. When the City Council held a recess for a month, the PPEA was out of contract. Pinole Police Officers were the lowest paid in Contra Costa County, and since 2017 Pinole netted zero officers due to new and veteran officers leaving for more reasonable pay, with Pinole continuously being a training ground for other cities. The PPD could not staff open positions since the City was not competitive, with many applicants either looking the other way or coming to the City to get the training and then leave. He had been told by a current Council member that the PPD was at adequate staffing levels, which amounted to only two officers and a supervisor on the street, a consistent level for the last 13 years he had been an officer, but he explained the report meant it was the budgeted staffing levels to which the Department was nowhere near.

Mr. Duggan suggested residents would not agree the PPD was at adequate staffing levels. The PPD prided itself on the quality of service provided to citizens, but he suggested residents should be informed of what was occurring behind closed doors where the City Council had chosen to put money elsewhere instead of where it mattered. A citizen recently suggested to the City Council during budget meetings to "cut the fluff," but that person had been rebuffed by the City Council, with the statement the City could not just "cut the fluff."

Mr. Duggan disagreed and stated it was time for the City to invest in its foundation. The PPEA never asked for top wages, but to be competitive, and what the City could afford. The PPEA was tired being met with the statement it could not get a raise unless everyone else was met with the same raise, while another union had received 10 percent for bilingual pay when the PPEA had received only 3 percent. He also highlighted the various threats officers faced on a daily basis and urged the City Council to invest in its foundation, because without it, the foundation would crumble.

Sheila Grist thanked Pinole's Police Officers. She otherwise commented she had reviewed the police reports and referenced the arrest of an unregistered sex offender in Pinole. She noted there was a website that showed where sex offenders lived and when those individuals were not registered, their whereabouts were unknown. An alumnus of PVHS, she commented that the City once had a hospital and along with the PPD, those were the reasons she wanted to live in Pinole. The hospital was lost decades ago. She urged the City Council to "cut the fat, cut the fluff," and get the full PPD back.

Debbie Long commented it had come to her attention Pinole Police Officers had been working without a contract for the past five months. During that time, the City Council had approved the 2025/26 budget without considering the new police contract. The budget had been approved with an expenditure increase of 16 percent including additional employees for the Recreation Department, which lost over a million dollars, as well as the Building and Planning Departments which lost three quarters of a million dollars. The City Council had not looked into the departments to see why they were losing money, which should be revenue neutral. Additionally, the City Council had increased its Council Travel Fund by over 100 percent to \$7,200 each, and City Council pay by over 40 percent. There was more, but three minutes does not allow her the opportunity to expand on it.

Ms. Long also recognized the PPD had difficulty retaining current officers and recruiting new officers to the City, which lead to excessive overtime, not optimal for the City or the Police Officers. That meant for those officers who continued to leave the City, not only did that cause a void in public safety, it added to the unfunded liability without the benefits of retaining qualified and experienced officers. With the current time change and upcoming holidays, there were more opportunities for criminals, and given past experience, that put additional strain on an already overworked PPD. The City Council had been able to come to agreement with other unions in the City but not for the police contract, which led her to believe the City Council did not value its officers. She understood the ins and outs of contracting, but without addressing the police contract at every Council meeting, it had the appearance the City Council was not prioritizing negotiations with the PPD's contract. During election time, all City Council members campaigned on public safety. She urged the City Council to let the community know they were not all talk and before continuing down the path of more taxation, the City Council should ratify the police contract.

Peter Murray echoed Ms. Long's comments, and stated as a 28-year member of the City Council, there had never been an issue with the negotiations with the PPD, which was always in a working and workable mentality when it came to doing what was right for the City, and officers never walked off the job. He was sad to learn officers had gone without a contract and there was frustration due to the tenor of the comments, which should not happen. The community valued public service and public safety foremost.

Mr. Murray emphasized the PPD was there when needed, and over the years as had been noted, officers had faced numerous threats, with officers having stepped up in times of confrontations and done the job, which should be honored. He urged the City Council to get this matter settled to avoid losing more officers to other jurisdictions, and to staff the PPD appropriately.

Kirk Wong read into the record a portion of a Disposition and Development Agreement (DDA) that had been signed in May 2001 between the Pinole Redevelopment Agency and Downtown Pinole Partners, particularly related to the use of site and non-discrimination clauses established by the Pinole Redevelopment Agency, and as it related to property located at 2401 San Pablo Avenue. He stated he was working with City Hall with respect to a conflict with the property manager who had questionable activities and possibly was not adhering to the use of the site as established by the DDA. He wanted to make that information public with regards to his discussion with City Hall and possible violations of the use of the site. He asked whether the City had taken discrimination seriously when reported.

City Attorney Eric Casher reported he had a meeting scheduled for November 6, 2025 when he would meet with Mr. Wong and members of staff. He looked forward to discussing the issue further.

City Manager Kelcey Young added she too had a meeting scheduled with Mr. Wong on November 6, 2025.

Rafael Menis reported he planned to provide an update on the status of COVID-19 in the community but due to the government shutdown, he was unable to attain that information at this time. He encouraged everyone to get vaccinated, if able, against the flu and COVID-19. With respect to the status of the PPD contract, he understood most of the other City union contracts had been negotiated and treated as linked plans, with one agreement accepted for the others. He asked whether something similar was planned for the PPD and whether the City was going to negotiate separately with the PPD or whether the PPEA wanted to negotiate a separate contract unlinked from the other bargaining units. In addition, he commented on the topics around pay and retention and stated it was worth noting, even if the City was paying market rate for officers, that market rate changes tended to increase over time, and he questioned how long the City could delay given that other cities had more resources and different obligations than Pinole and he offered examples. He suggested it would be worthwhile for the City to expedite its consideration of the PPD contract, and as part of the process of negotiations, he asked the City Council to keep in mind the fiscal constraints on all departments and the various factors the City must deal with.

Jazmine Louis, a Pinole Police Officer and a member of the PPEA, speaking on behalf of herself and her brothers and sisters in the PPEA, and dispatchers, stated that officers were showing up daily despite feeling abandoned by City leadership. She too commented on the fact that Pinole Police Officers were the lowest paid in the County, had asked for fair wages, but every time the City Council had failed them while telling residents they cared about public safety while also asking residents to pay for additional taxes. All the PPD had seen was a minor facelift of its building but nothing in fair pay, new equipment or additional training. Currently, two offices patrolled the entire City at any given time, which was not safe for officers or the community. Dispatchers handled calls for three different cities and were the lowest paid in the County. Dispatchers were overworked and underpaid and yet held the organization together.

Ms. Louis stated that some officers were actively applying for positions in other offices just to make what they deserved and to pay the bills, and most were unable to afford to live within 10-miles of Pinole. The City Council was able to find funds for travel budgets and catered items before every City Council meeting but not for those who ran towards danger while others ran away. City Council decisions had consequences and they were driving away the very people who kept the City safe. She asked the City Council to stop stalling about public safety but actually do something about it.

7. REPORTS & COMMUNICATIONS

A. Mayor Report

1. Announcements

Mayor Sasai thanked the City Clerk and her staff for their work on Election Day, those who worked in City engagement to get the vote out and those who submitted their votes before the deadline. He acknowledged there were a lot of changes at the federal level including the cuts to Supplemental Nutrition Assistance Program (SNAP) benefits with over 100,000 residents in Contra Costa County in need of essential resources. He reported the Contra Costa County Board of Supervisors (BOS) adopted a resolution proclaiming a local emergency caused by the disruption of funding for CalFresh benefits, and allocated \$21 million to purchase debit cards for CalFresh eligible residents to have food assistance, and he thanked the BOS for its unanimous support of the item. The Employment and Human Services Department of the County would be responsible for the distribution of those resources to community members and he thanked them for their outreach efforts.

Mayor Sasai also thanked Senator Jesse Arreguin and his staff for providing guidance to local leaders in his district as it related to the threat of the possibility of the National Guard being deployed to the City of San Francisco, and reaffirmed the City had inclusive values and had adopted a resolution to ensure that legal aid materials were available in every public facility. He thanked City staff for ensuring that those materials were fully stocked in every public facility.

Mayor Sasai added that the Annual Veterans Day celebration would be held on November 11, 2025 with a Flag Retirement Ceremony from 11:00 a.m. to 12:30 p.m. at Fernandez Park, and everyone was encouraged to attend. He thanked the City Council for its support to ensure this was an annual celebration in the community in honor of all veterans.

B. Mayoral & Council Appointments

1. Appointment to the Contra Costa County Advisory Council on Aging (ACOA)

City Clerk Bell-Spears presented the staff report dated November 4, 2025, and recommended the City Council appoint Zee Handoush to the Contra Costa County Advisory Council on Aging (ACOA) for a term commencing immediately and ending on September 30, 2027 by minute order.

Responding to questions from the Mayor, City Clerk Bell-Spears clarified that a representative from the ACOA provided her the application for Zee Handoush to serve on the ACOA and who asked that staff bring the item forward to the City Council.

PUBLIC COMMENTS OPENED

Zee Handoush, a resident of Pinole for the past 50-years was blessed to offer his services and unique perspective. He looked forward to serving on the ACOA and assisting Pinole in any way.

PUBLIC COMMENTS CLOSED

Council member Martinez-Rubin appreciated the applicant's initiative to fill the spot available on the ACOA.

ACTION: Motion by Council members Murphy/Toms to appoint Zee Handoush to the Contra Costa County Advisory Council on Aging, for a term commencing immediately and ending on September 30, 2027 by minute order.

Vote:	Passed	5-0
	Ayes:	Sasai, Tave, Martinez-Rubin, Murphy, Toms
	Noes:	None
	Abstain:	None
	Absent:	None

C. City Council Committee Reports & Communications

Council member Murphy reported he attended the Friends of Pinole Library Board meeting with updates from the Board on activities including the recent Book Sale supporting the local library/organization, and received updates from the Pinole Library Manager, with the library to close temporarily for construction starting in March 2026 for the duration of the year. Updates would be shared to ensure residents could plan accordingly and consider alternative library services during that time.

Council member Murphy also attended a Marin Clean Energy (MCE) Executive Committee meeting and reported on the establishment of a Finance Committee to provide stronger oversight and transparency of the MCE budget, and development of a 360-degree review and compensation plan for the Chief Executive Officer and joined the community and West Contra Costa Unified School District (WCCUSD) Ward 1 Trustee Jamela Smith-Folds, to celebrate the PVHS Senior Football players, cheerleaders and team managers. He wished them continued success as they moved on to the next chapter of their lives.

Council member Murphy also reported he attended the State of the Estuary Conference/Breakfast along with other electeds, which event highlighted the ongoing challenges and collaborative efforts to protect and restore the San Francisco Estuary, which directly impacted the Pinole Creek Watershed. He was also excited and looked forward to seeing the community at the Safe and Ready Home Safety and Emergency Preparedness three-part series, hosted by the City of Pinole in partnership with the Contra Costa County Fire Protection District (CCCYPD), with the sessions to be held on November 6, 13 and 20, 2025.

Residents interested in the Safe and Ready Home Safety and Emergency Preparedness series were encouraged to attend one or all of the sessions, and Council member Murphy thanked staff for organizing the sessions. He also thanked the Mayor for the report out on the BOS approval of the appropriation of \$21 million for one month to address the loss of SNAP benefits. He highlighted the benefits of CalFresh, which benefited residents and contributed to the vitality of small businesses and community wellbeing and emphasized that working at the state, county and local level would ensure prosperity and thriving communities across the board. The \$21 million investment from the County would impact nine stores in Pinole, and would generate \$302,000 in monthly economic activity.

Council member Toms reported she attended a meeting of the East Bay Wildfire Coalition of Governments, which included a presentation from the California Department of Insurance, Sustainable Insurance Strategies: Safer from Wildfires Discounts and the steps residents could take after non-renewal, which she highlighted. More information was available at www.insurance.ca.gov.

D. Council Requests for Future Agenda Items

Mayor Sasai offered a motion for the City Council to consider as a future agenda item, an ordinance to prohibit federal immigration enforcement activity on public property in the City of Pinole.

Council member Murphy verified that the Mayor was requesting consideration of an ordinance, and he seconded the motion.

ACTION: Motion by Mayor Sasai/Council member Murphy for the City Council to consider an ordinance to prohibit federal immigration enforcement activity on public property in the City of Pinole, as a future agenda item.

Vote:	Passed	5-0
	Ayes:	Sasai, Tave, Martinez-Rubin, Murphy, Toms
	Noes:	None
	Abstain:	None
	Absent:	None

E. City Manager Report / Department Staff

City Manager Young reported the West Contra Costa Integrated Waste Management Authority (WCCIWMA) would review a proposed long-term agreement with West County Resource Recovery Inc. for post-collection recycling, composting and disposal services at an upcoming Board meeting on November 13, 2025, which was open to the public and available for view online, with more information at recyclemore.com. She also reminded everyone the next drive through Food Distribution at the Pinole Senior Center would be held on November 10, 2025 and the PPD would be hosting its Annual Thanksgiving Dinner Giveaway on November 20, 2025, with donations of non-perishable foods and Thanksgiving essentials being collected at the Public Safety Building. Gift cards would also be accepted. Donation hours would be Monday through Thursday from 8:00 a.m. to 5:00 p.m. and donations would be accepted through November 14, 2025.

City Manager Young also provided the following grant updates: the PPD would hold a Driving under the Influence (DUI) Checkpoint to be funded by an Office of Traffic Safety (OTS) Grant on December 19, 2025; and the PPD sent an officer to Advanced Roadside Impaired Driving Enforcement Training paid by a Cannabis Grant, and ordered a pop-up tent, backdrop table cover and pamphlets for outreach and education on cannabis impaired driving, with all items approved by the state. The PPD would receive a new motorcycle for DUI/drug enforcement and potentially other traffic enforcement and ordered and received lighting for the checkpoint; and the City Council approved a resolution approving a Byrne State Crisis Intervention Program (SCIP) Grant and the draft agreement had been signed and staff was waiting for the execution of the grant.

The Pinole Accessible Living (PAL) Program involved an American Association of Retired Persons (AARP) Grant and MCE Community Partnership Grant, which helped with instant permitting; and the City received a Senate Bill (SB) 1383 Grant for education and outreach as well as compost procurement, with the program having been reported out during the October 21, 2025 City Council meeting.

Additionally, the City received a California Energy Commission (CEC) Grant for decarbonization; MTC Electric Vehicle (EV) Chargers Grant for EV Chargers; CalRecycle Water Refill Stations Environmental Protection Agency (EPA) funding, in collaboration with Sacramento State and Pinole Earth Team Trash Capture, and prohousing awards. The City was currently awaiting the receipt of additional grants related to SB 1, a California Ocean Protection Council (OPC) Grant for sea level rise; a Department of Justice (DOJ) Tobacco Grant; Clean California Community Grant; Rose Foundation Grant; Whale Tail Grant, provided by the California Coastal Commission; MCE Community Partnership Grant; Extreme Heat and Community Resilience Program and CalRecycle Illegal Disposal Site Abatement Grant Program. Staff was thanked for their hard work for applying for and administering all of those grant opportunities.

Council member Murphy thanked staff for the recap of the grant status and the City Council for moving forward with a Grant Policy. He asked that the recap be sent out to the City Council via email. He responded to a public commentor who mentioned the City was not investing money into public safety and policing, which was a concern given that when he approved budgets for the City, he prioritized public safety.

Council member Murphy referenced Measure I and the importance of educating the public about Measure I funding. He asked whether any Measure I funds had been allocated and whether funds would be allocated for public safety and police services.

City Manager Young confirmed the recap of all grant opportunities would be emailed to the City Council. She also clarified for Measure I that the City had budgeted \$2.6 million and currently based on the amount of funding coming in, that figure was determined to be accurate. A total of \$1.8 million of Measure I funds would be used to maintain services with the PPD. The remainder of Measure I funds, around \$800,000, would go to deficits in other departments and maintaining services with public works and other things. A breakdown could be provided to the City Council.

F. City Attorney Report: None

PUBLIC COMMENTS OPENED (Items 7A through 7F)

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

The City Council moved onto Item 8B, Presentations at this time.

B. Presentations

1. Community Services Presentation by Maria Picazo

Recreation Manager Maria Picazo provided a PowerPoint presentation on the Community Services Department, which included an overview of Upcoming Events for 2025 including the November 11, 2025 Veterans Day celebration at Fernandez Park from 11:00 a.m. to 12:30 p.m.; Holiday Craft Fair, November 15, 2025 at the Senior Center from 10:00 a.m. to 3:00 p.m.; Holiday Tree Lighting, December 6, 2025 at the Community Corner from 3:00 to 6:30 p.m.; Holiday Breakfast, December 15, 2025 at the Senior Center from 9:00 to 11:00 a.m. and Glow Pinole, with the competition categories for residents and businesses highlighted. More information was available on the City website.

Responding to questions from the City Council, Community Services Director Andrea Dwyer and Recreation Manager Picazo clarified the following:

- Acknowledged appreciation for community events planned in the marketplace for those beyond the City of Pinole to enjoy and participate. The deadline for registration for participation in Glow Pinole was December 14, 2025. An interactive Google Map of participating households and businesses would go live on December 15, 2025 and include a voting link on the same page. (Martinez-Rubin)
- Acknowledged appreciation for quarterly mailers listing upcoming recreation events and recognized the staff work planning and coordinating all events. (Murphy)
- Reported staff planned to visit the tree farm this week to view options for the Christmas tree planned for the tree lighting ceremony. The farm was aware of the issues last year and of the City's desire for a full tree. Staff planned to take photographs of the tree and post them on the City's social media pages. Clarified in terms of possible sponsorships that donations and sponsorships had been an ongoing item for the Community Services Department. In 2024, Redwood Law offices provided a donation for miscellaneous items and staff hoped they would consider donating again this year. The City had been successful in the past getting donations and reaching out to local businesses. Staff was also working on the development of a tiered system, to develop a formal process where all departments could discuss the tiers of dollar amounts and what that looked like when going out to businesses to solicit donations. Anyone interested in making a donation for any City event was welcome to email City staff at any time. (Murphy)

PUBLIC COMMENTS OPENED

Deputy City Clerk Roxane Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

Mayor Sasai looked forward to all of the upcoming community events.

2. City Banner Programs by Andrea Dwyer

Community Services Director Andrea Dwyer provided a PowerPoint presentation on the City Banner Programs, which included an overview of the banner options for streetlights and community banners; purpose and goals of the program; identification of the 26 banner locations throughout the City; design and specifications and the program overview and guidelines.

Responding to questions from the City Council, Community Services Director Dwyer clarified the following:

- Staff could expand the program if the City Council desired. Clarified the brackets for the banners were not that expensive but there was time involved for the Public Works Department team to install the banners and staff needed to have that discussion to ensure the Department had the capacity. Existing banners would not require a repurchase of brackets. The 4 x 8 community sized banners may involve a different range and staff was looking at the different ranges to ensure the banners fell within the scope. Staff wanted a business to purchase a banner, with the business to pay the City for the banner placement for 30-days. A registration fee would be proposed and would account for administrative time and the Public Works Department team time to install and remove the banners. (Mayor Pro Tem Tave)
- Acknowledged the importance of a banner program for the City. Clarified again the approval process and the program overview and guidelines. The banner program was intended to be as modern as possible, with all registration to go through the reservation process at pinolerec.com. Staff walked through the registration process and offered examples. (Murphy)
- Staff would provide the guidelines for the dimensions and specifications of the banners to allow a business to choose the printer they wished to print the banner. Staff would encourage businesses to consider registration a month ahead to ensure the business had 30-days for the banner to be in place. Cost recovery and assessment of fees could come back to the City Council. Staff suggested a final staff report could be presented to show where everything landed and the direction everything was going in. Staff hoped the banner program would kick off by the new year. Staff emphasized that finding ways to market and advertise local businesses and community members would be a success for the City and create a process for businesses and community members. Staff was excited to see the program succeed as a walking advertisement for community events. Acknowledged a recommendation to embrace other public agencies that had marketing programs such as the East Bay Municipal Utility District (EBMUD), the CCCFPD and those trying to communicate and stay connected to the community, as examples, and who may be great pilots of the program in addition to the small and large businesses in Pinole. (Murphy)

- Acknowledged a recommendation to also include the East Bay Regional Park District (EBRPD) on the list of public agencies to embrace as part of the banner program. (Mayor Sasai)
- The banner program would be treated similar to the way City facilities were leased, in that requests would be processed on a first-come first-served basis, but with a lesser rate offered to non-profit groups. (Toms)
- Confirmed some of the existing banners were reusable since they consisted of vinyl material. As an example, for Earth Day this year, some older vinyl banners that did not have dates on them had been repurposed and the City had partnered with a firm that used some banners to create totes that were available for purchase and sold-out during Earth Day. That reuse process could be considered again. (Martinez-Rubin)
- Clarified again the design specifications for the banner program. Clarified the City would not print the banner but would handle installation and removal. The business owner/non-profit or other would order the banner after the completion of the approval process and the City had oversight on the appearance of the banners and would review them prior to placement, with the banners to meet City material and safety standards. (Mayor Sasai)
- Acknowledged a request to provide a list of union printers. Staff confirmed they had a list of both union and non-union printers that could be shared with the community. (Mayor Sasai)

PUBLIC COMMENTS OPENED

Rafael Menis understood there would be a cap of 30-days per reservation for the banners. He asked if there were plans to prevent one business from grabbing all of the slots or one slot every month and whether there would be a limit on the number of slots an entity could have or how many times a year a particular entity could have a particular slot.

PUBLIC COMMENTS CLOSED

Community Services Director Dwyer clarified all money was good money and similarly to how the City rented its facilities; staff had not considered a maximum limit because those businesses would truly want to advertise themselves and so staff had not thought to create a cap. Should the City Council choose to do so, staff could look into that; however, many of the businesses were local and staff had chatted with them about the banners and the interest was not to monopolize placement but get the word out. If it became an issue, that could be looked into in the future, otherwise the banner program would benefit local businesses and groups.

Mayor Sasai asked whether there was an opportunity to include Pinole branding on the bottom of the banners to insert the City logo.

Community Services Director Dwyer asked if the intent was to have the bottom 3-inches of the banner include standard branding of the City logo.

Mayor Sasai suggested any detail with the new modern branding guidelines, and Community Services Director Dwyer suggested staff could look into that. A 35 x 60-inch banner showed there was substantial space to include City branding but asked if the recommendation was to include City branding on the street light and community banners.

Mayor Sasai suggested just City branding on the street light banners. He was thinking about walking in Broadway Plaza in the City of Walnut Creek, which had a very distinct City branding and which looked really sharp. There could be different designs that could be used in public spaces and he suggested that small detail being added would be nice and really enter into a new era and show that they were proud of the City they lived in.

Community Services Director Dwyer suggested some examples and guidelines could be shown when staff returned with the final pieces, along with the prices. She noted that Seattle, Washington also used banners beautifully as did Walnut Creek, and staff had gathered information from local agencies to ensure that Pinole was on par. She could show a mockup comparison to ensure that was something the City Council wanted to do.

Mayor Sasai thanked staff for the two presentations. He was excited about the energy being put into place.

Mayor Sasai recognized a member of the public wishing to comment at this time.

Anthony Vossbrink asked about the current banners used throughout the City, such as those posted by the Welcome to Pinole intersection at Pinole Valley Road and the I-80 on-ramp, below the fence line adjoining the Jack in the Box property, which was used for numerous types of banners including political banners, banners advertising events in the City of Hercules and banners advertising events at St. Joseph Church. He asked whether St. Joseph Church was considered a non-profit and whether they would be given priority or some type of reciprocal agreement. He expressed concern littering the City's fences or banner spaces with banners advertising non-City events and taking precedent over the City banners or business banners, given the limited space in Pinole. He suggested there should be some strong limits on the number of organizations and banners allowed in the City.

Mr. Vossbrink did not want Pinole to look like Reno, Las Vegas, Nevada or LA County and wanted to keep the City clean of sign and banner pollution. He also sought a cost benefit analysis and return on investment on the amount of time and money required from the Public Works Department.

Community Services Director Dwyer shared the concerns with banner placement near Jack and the Box and the I-80 on-ramp, but clarified it was not a City of Pinole placed fence. The City did not have jurisdiction on the fence, which was shared by the Garden Club location who gave permission to the people who hung the banners. When there were advertisements of City of Hercules events, it was run by the Bay Front Chamber of Commerce, which the City of Pinole worked with and supported; however, the Bay Front Chamber of Commerce did not communicate with or get permission from the City of Pinole to place any banners on the fence, which was done through a different entity.

9. CONSENT CALENDAR

All matters under the Consent Calendar are considered to be routine and noncontroversial. These items will be enacted by one motion and without discussion. If, however, any interested party or Council member(s) wishes to comment on an item, they may do so before action is taken on the Consent Calendar. Following comments, if a Council member wishes to discuss an item, it will be removed from the Consent Calendar and taken up in order after adoption of the Consent Calendar.

- A. Approve the Minutes of the Regular City Council Meeting on October 21, 2025.
- B. Receive the October 18, 2025 – October 31, 2025, List of Warrants in the Amount of \$1,382,362.02 and the October 24, 2025 Payroll in the Amount of \$614,031.11.
- C. Authorize the Execution of Agreement with Home Match Contra Costa County to Implement Housing Element Program 11: Home Sharing and Tenant Matching.
Action: Adopt Resolutions per Staff recommendation (Lilly Whalen)
- D. Adopt a Resolution Authorizing the City Manager to Execute a Memorandum of Agreement with Contra Costa County for Participation in the Brownfields Assessment Coalition Grant (EPA Cooperative Agreement No. BF-97T41601).
Action: Adopt a Resolution per Staff Recommendation (Lilly Whalen)

PUBLIC COMMENTS OPENED

Deputy City Clerk Stone reported there were no comments from the public.

PUBLIC COMMENTS CLOSED

Council member Martinez-Rubin requested that Item 9A be removed from the Consent Calendar.

ACTION: Motion by Council member Murphy/Mayor Sasai to adopt Consent Calendar Items 9B, 9C and 9D, as shown.

Vote:	Passed	5-0
	Ayes:	Sasai, Tave, Martinez-Rubin, Murphy, Toms
	Noes:	None
	Abstain:	None
	Absent:	None

For Item 9A, Council member Martinez-Rubin reported she provided the City Clerk and Deputy City Clerk the text for revisions she would like made to the October 21, 2025 meeting minutes, as follows:

- Revise the last paragraph of Page 22 of 142 of the agenda packet to read:

Council member Martinez-Rubin took the opportunity to thank everyone both in and out of Pinole who participated in local events including the recent Coastal Cleanup and a Town Hall hosted by the City of Pinole and Supervisor Gioia. A number of non-profits representatives that served West Contra Costa County attended. Among the recurrent

issues mentioned was food insecurity. She reported the City of Pinole offered Food Distribution at the Senior Center on certain days of the month, with more information available in the City Manager's Weekly Report.

And revise the last sentence of the second paragraph of Page 23 of 142 of the agenda packet, to read:

Lastly, she [Council member Martinez-Rubin] highlighted her attendance at a workshop in advance of the League of California Cities Conference on Governing Amid Rising Incivility, which emphasized the need to provide a venue for the public to feel safe enough to participate and voice one's opinion without feeling threatened.

ACTION: Motion by Mayor Sasai/Council member Toms to adopt Consent Calendar Item 9A, as amended by Council member Martinez-Rubin.

Vote:	Passed	5-0
	Ayes:	Sasai, Tave, Martinez-Rubin, Murphy, Toms
	Noes:	None
	Abstain:	None
	Absent:	None

10. PUBLIC HEARINGS: None

11. OLD BUSINESS: None

12. NEW BUSINESS:

A. Community Service Commission Bylaws Update. Action: Approve Staff Recommendation (Andrea Dwyer)

Community Services Director Dwyer provided a PowerPoint presentation on the Community Services Commission Bylaws, which included an overview of the role of the Community Services Commission; key updates included clarification of roles and responsibilities, membership and attendance, formatting and language. The revised bylaws strengthened the operational framework of the Community Services Commission and improved alignment with City Council direction, City Clerk procedures and state law. The updates helped to ensure transparency, accountability, and effective community representation in the Commission's advisory role. The Community Services Commission recommended City Council approval of the bylaws at a meeting on October 22, 2025.

Community Services Director Dwyer explained the next procedural step for this item would be the presentation of an ordinance revising all applicable provisions of Pinole Municipal Code (PMC) Chapter 2.36 "Community Services Commission" to formally review the PMC in order to align with the recent bylaw update. Staff anticipated this presentation would occur at the second City Council meeting in November. The revised bylaws and PMC updates would become effective 30 days following adoption of the ordinance.

Responding to questions from the City Council, Community Services Director Dwyer clarified:

- A redline version of the bylaws had not been provided in the agenda packet but could be provided at the next City Council meeting. (Murphy)
- Attachment A, Community Services Bylaws, Article IV: Charge (5) reads: *Review the annual operating budget and capital improvement plan for the Community Services Department.* The Community Services Commission had been vocal about wanting to know what they were working with in terms of services and programs. This clause provided an opportunity for review of the City's budget and Capital Improvement Plan (CIP) but did not allow for the Commission to change any amounts in the budget. The review would not be part of the annual budget process; the intent was to bring forward that part of the budget and CIP related to parks and community services and not open a conversation about other areas of City government. It would be helpful for the Community Services Commission to learn about the budget and advocate with the community what Community Services was doing on behalf of the City of Pinole. (Murphy)
- The bylaws in their final form had been provided in the agenda packet. Again, a redline version could be provided at the next meeting of the City Council. Acknowledged a recommendation to revise Article V: Memberships (D), to reflect the Community Services Commission would be comprised of five, not seven, members and Article V: Memberships A (2), revised to read: *Must be at least 18 years of age.* (Martinez-Rubin)
- The City Council may take action on this item at this meeting or wait for the redline version to be provided at the next City Council meeting. Clarified the Community Services Commission would be on a break during the months of November and December. (Mayor Sasai)
- Clarified again the key updates to the Community Services Commission Bylaws as outlined in the PowerPoint presentation and as shown on Pages 108 and 109 of 142 of the agenda packet. (Mayor Sasai)
- Article VI:, Rules of Procedure (D), which reads: *Members shall notify the Chair or staff in the event of an anticipated absence from a regularly scheduled meeting at the earliest possible opportunity and, in any event, prior to 5 p.m. on the date of the meeting. Any Commission member that has three (3) unexcused absences within a one- (1) year period shall be removed from office. It shall be the responsibility of the Commission Chairman to report such person(s) to the Mayor and City Council, who shall appoint a replacement. Staff will maintain attendance records,* could be revised with the reference to Chair revised to read *Chairperson*. It was also recommended the entire bylaw document be reviewed to make the same change throughout for consistency. (Mayor Sasai)
- The Community Services Commission was currently comprised of seven members. The reason it had been recommended to change the composition of the Commission to five members had been each Commissioner had robust ideas and a purpose they wanted to take part in, with staff unable to really satisfy much of the conversations with seven different members. A five-member Commission was more common with other agencies and that data point could be provided. When creating a work plan, the intent was to have something that was attainable, which was difficult with seven members. (Mayor Sasai)

A five-member Commission would not go into effect until the end of the term of three Commissioners who would term out, leaving one seat to fill, rather than three. (Mayor Sasai)

- Community Services Commission meetings routinely ran 20 to 30 minutes in length in the past, but more recent meetings had been longer and meetings would likely run longer in the future. (Mayor Sasai)
- Article VI: Rules of Procedure (G), which reads: *The Commission shall elect a Chair and a Vice Chair from among its members. These officers shall be elected at the organizational meeting in July to serve for one-year term. Should any office of the Commission become vacant, the Commission shall elect a successor at its next regular meeting to serve for the balance of the unexpired term*, was not a new change and this section was already in place in the bylaws; however, should any office of the Commission become vacant, the City Council could elect a successor, or appoint a substitute or alternate at its next regular meeting to serve for the balance of the unexpired term. An alternate member who would not have any voting power may help going from seven to five members. (Mayor Sasai)
- Acknowledged a request to see bylaws from other Commissions to see how they addressed vacancies and a request that Article VI: Rules of Procedure (G) be amended to reflect that vacancies would be appointed by the City Council, rather than the Community Services Commission electing a successor at its next regular meeting, with the vacancy to be published and with applications to go through the City Council Interview Ad Hoc Subcommittee, which would make recommendations to the full City Council for appointments. (Mayor Sasai)
- Clarified again the key updates to Article V: Membership and clarified Article VI: Rules of Procedure (D), was not a new addition nor had this section been changed from the initial Community Services Commission bylaws. (Mayor Sasai)

PUBLIC COMMENTS OPENED

Rafael Menis referenced Article VI: Rules of Procedure (G), which was about the election of the Chair and Vice Chair and not about vacancies on the Community Services Commission. Typically, it was within the power of a Commission to select their own Chair and Vice Chair. For replacement of vacancies, that had been addressed under Article V: Memberships (C), which reads: *Members will serve a two-year term on the Commission or until a successor is appointed and able to serve the remainder of the vacancy term. Incumbents wishing to reapply will be re-interviewed by the City Council and re-appointed by the City Council. Terms will commence in July of each year, or when the vacancy is filled.* Given the lack of clarity on vacancies, possibly the wording could be revised to make it clearer along with the points Council member Martinez-Rubin already brought up for revisions.

As to Article VI: Rules of Procedure (A), Mr. Menis suggested the City Council consider changing the reference to Robert's Rules of Order to read "Rosenberg's Rules of Order," which was more efficient for typical Commission rules of process. As to Article VI: Rules of Procedure (E), which reads: *The Mayor may, by and with the consent of a majority of the City Council, remove any*

Commissioner of the Commission for misconduct or neglect of duty, Mr. Menis asked if that would be a vote of the City Council or something within the Mayor's particular power.

For Article V: Memberships (B) which reads: *Interested persons must submit an application and proceed through the appointment process. An application-filing period will be announced publicly to solicit applications when vacancies exist on the Commission. The appointment process shall include recommendation for appointment by the Mayor, and final approval by the City Council,* Mr. Menis pointed out this section did not include space for the Interview Ad Hoc Subcommittee. He asked if that section should be modified to maintain the role of the Interview Ad Hoc Subcommittee or have a strong Mayor form. He further commented that other Commissions, such as the Planning Commission, were comprised of seven members and staff seemed to handle the overall load.

City Clerk Bell-Spears confirmed that for all of the City's Commissions/Committees, historically the City Council filled any vacancies by appointment, which had been the City's practice for all appointed bodies. She thanked Mr. Menis for catching that item.

PUBLIC COMMENTS CLOSED

Mayor Sasai referenced Article VI: Rules of Procedure (E), as shown, and suggested the intent of this section was that the City Council make the decision to remove any Commissioner of the Community Services Commission for misconduct or neglect of duty. The Mayor could not unilaterally do that but that was not how the section read. The wording could be better clarified to reflect the majority of the City Council may remove any Commissioner for misconduct or neglect of duty.

Community Services Director Dwyer asked that the City Council not make a recommendation for approval of the bylaws at this time given the suggested recommendations and based on the feedback from the City Council, with the item to be brought back.

ACTION: Motion by Council members Murphy/Martinez-Rubin to continue the Community Services Commission Bylaws Update, to the next City Council meeting scheduled for November 18, 2025.

Vote:	Passed	5-0
	Ayes:	Sasai, Tave, Martinez-Rubin, Murphy, Toms
	Noes:	None
	Abstain:	None
	Absent:	None

- B.** Approval of Guidelines for the Private Sewer Lateral Program of Fiscal Year 2025/26 – Project #SS2407, and Approval of Updating the Five-Year Capital Improvement Plan to Continue the Program during Fiscal Year 2026/27 through Fiscal Year 2029/30. **Action: Adopt Resolution per Staff Recommendation (Heba El-Guindy)**

Public Works Director Heba El-Guindy provided a PowerPoint presentation on the Review & Approval of Guidelines for the Private Sewer Lateral Program, Project #SS2407.

Public Works Director El-Guindy's presentation included an extensive overview of the proposed program guidelines and rationale. She recommended the City Council approve the guidelines for the Private Sewer Lateral Program for Fiscal Year (FY) 2025/26 (Project #SS2407) and approve an update to the Five-Year CIP to continue deployment of the program during FY 2026/27 through FY 2029/30 at an annual budget of \$150,000 funded by the Sewer Enterprise Fund (Fund #500).

Responding to questions from the City Council, Public Works Director El-Guindy clarified:

- The requirements for an acceptable and compliant sewer lateral were clarified. As an example, the City would start with property addresses already on record, which involved more than 10-years of properties that had not met the minimum requirements of inspection performance. Staff had not considered changing the 10-year period for reassessment since there was no need to change the requirement unless directed by the City Council, but staff was open to any and all changes the City Council may wish to consider for the guidelines. (Martinez-Rubin)
- The reason the properties chosen for the program would be only single-family homes or up to four dwelling units on a property with one sole owner, had been based on the listing the City had on record. The City had a list of 796 residential properties sold between January 1, 2013 and December 31, 2024 that were considered to be non-compliant either for not submitting a sewer lateral video inspection or for not addressing identified deficiencies. When the City started with the evaluation it would promote the guidelines community-wide, and in communicating with the properties documented on the City's list, would start with the earlier ones. The City did not have a significant number of apartment buildings in Pinole, but in the case of commercial properties or industrial type properties, the cost of the sewer lateral replacements tended to be higher. Staff also thought of the community need and who would need the program the most. A commercial property may have more resources than a single-family homeowner. The City of Pinole had a significant percentage of elderly community members and given the amount of funding available this year and what staff proposed continuing in future years for the program, at least until the end of the Five-Year CIP period, staff had to prioritize and choose who was most in need. (Martinez-Rubin)
- The larger the residential development the more likely it would have more than one connection. As an example, Appian Village had multiple connections and in that case the program would not be applicable because of limited funding and resources likely to be available for such development relative to the single-family homes the City had already documented. (Martinez-Rubin)
- The City was considering a rebate program rather than a revolving loan program for residents, although staff was open to any proposal. The proposed guidelines did not have to be approved this date and staff could come back with other thoughts. Reported the City of Richmond currently charged a 5.16 percent interest rate and provided 15-years for repayment, but for the amount of funding Pinole could offer given the staff time spent trying to get funding back, could cost more than a potential repayment. Due to the small limits the City was offering as part of the program, the thought was to offer it as community assistance rather than as a loan program. (Murphy)

- Clarified again the proposed program guidelines, as outlined in the PowerPoint presentation, specifically that *a property owner would be allowed to participate in the program once and would be required to pay back the City's rebate if he/she sold the property within one year of the approval/acceptance of the performed work*, which was not unique and which was used by other agencies. The reason it was being proposed as part of the guidelines was if the intention of the property owner was to replace the sewer lateral just to sell the property, that was not the purpose of assisting members of the community because it would be a requirement of the sale process anyway. (Murphy)
- Acknowledged a request to see findings and lessons learned as part of the program in the next year. (Murphy)
- With respect to the 796 residential properties that were found to be non-compliant, the list included all property addresses when the requirement was triggered. Some properties had already identified the deficiency but had not conducted repair or replacement and others had not done the video inspection, and there were different reasons why a property had been listed. The properties were all residential properties sold between January 1, 2013 and December 31, 2024. Clarified that if a sale occurred between that time and a deficiency determined, the City did not collect a bond for the deficiency to ensure the work was done, which was difficult to enforce, particularly with limited staff. Staff also did not want to impact the approval process of building permits being issued. (Toms)
- Whether a property was compliant or not was tracked but there was no mechanism in place for enforcement and that may be something the City should consider. If properties were sold during the period mentioned and they did not meet the requirements, they would be on the list of non-compliant properties, but the list did not cover all properties within the City that could potentially be deficient and staff recognized Pinole was a well-established community with older homes. (Toms)
- Clarified the reason for the time period of January 1, 2013 and December 31, 2024 was because the requirement had first been set in 2012. (Mayor Pro Tem Tave)
- There were currently only a few parties in the queue for the program, which was the reason the program must be promoted. Staff planned to start communicating again with all property owners on the list to advise of the new guidelines and how the City could help those property owners pursue assistance, starting with the older properties on the list. Acknowledged a recommendation for a scoring system to help strategize which properties should be prioritized and for the property owners to know where they were on the list. Clarified some agencies had set requirements, such as requirement for a property to be at least 25-years old to participate in the program while others had set requirements such as part of the PG&E CARE program and based on income levels. Given the average income level within Pinole, and the small area designated as a disadvantaged community, staff thought that may limit the assistance to members of the community, which was why a scoring system had not been proposed. (Mayor Pro Tem Tave)

PUBLIC COMMENTS OPENED

Rafael Menis commented that the program had been limited to the subset of property owners that had bought or sold single-family homes and up to one four-unit dwelling within the ten-year time period. He asked if the City was also considering including people who had the need for a sewer lateral repair flagged by the Peers Program, since in some cases the Peers Program required a sewer lateral inspection in order to claim that particular rebate, even though it did not require the actual repair of the sewer lateral but required the property to be on the list to acknowledge that the problem needed to be dealt with at some point. He asked if the grant could include that category as well. He understood a property owner could only claim the grant once over the lifetime of the program but if someone owned a property that was split into two separate parcels and they both required sewer lateral repairs, he asked whether the property owner would be able to apply for the grant for each of the parcels separately or for only one of the parcels.

PUBLIC COMMENTS CLOSED

Public Works Director El-Guindy explained the program would be promoted City-wide and not be restricted to only the list of properties earlier referenced. The list only provided assistance in assessing the level of demand. This was one of the reasons for the stipulation for one property owner and setting a limit of up to one four-unit dwelling, in that two units would not necessarily have two connections, particularly if one was split into two parcels. As it was currently set, the grant program would be for one single property owner and/or up one four-unit dwelling on a property with one sole owner. Given the limited funding available, it was the intent to help as many property owners as possible.

Council member Martinez-Rubin preferred the program be offered to more people to help.

Council member Murphy thanked the Public Works Director and appreciated the intentionality and strategy behind it, particularly the data suggesting the demand, which he found commendable.

Mayor Pro Tem Tave offered a motion, seconded by Council member Murphy to adopt the staff recommendation.

On the motion, Public Works Director El-Guindy clarified the resolution included two recommendations: approval of the guidelines and an update to the CIP so that staff could continue with the program for four additional years. Both were in the resolution to be adopted.

ACTION: Motion by Mayor Pro Tem Tave/Council member Murphy to adopt a resolution approving the guidelines for the Private Sewer Lateral Program for Fiscal Year (FY) 2025/26 (Project #SS2407) and approve an update to the Five-Year CIP to continue deployment of the program during FY 2026/27 through FY 2029/30 at an annual budget of \$150,000 funded by the Sewer Enterprise Fund (Fund #500).

Vote:	Passed	5-0
	Ayes:	Sasai, Tave, Martinez-Rubin, Murphy, Toms
	Noes:	None
	Abstain:	None
	Absent:	None

Mayor Sasai thanked staff for the presentation and for all of the work on the item.

C. Overview of Procedural Requirements for Authorization and Implementation of a Commercial Cannabis Business Program. Action: Discuss and Provide Direction (Eric Casher, Markisha Guillory)

City Attorney Eric Casher provided a PowerPoint presentation of the procedural requirements for authorization and implementation of a Commercial Cannabis Business Program, which included an overview of the background of commercial cannabis; the procedures for authorizing commercial cannabis by either City Council ordinance or ballot measure with an overview of the two options, comparison of the two options including cost comparisons and the highlights of the pros and cons of each approach. In addition, an overview was provided of neighboring cities' cannabis regulations and the economic contributions and fiscal impacts.

City Attorney Casher recommended the City Council provide direction regarding whether to prepare resolutions for the City Council to authorize and implement a commercial cannabis business program in the City by ordinance, prepare a resolution calling an election and requesting consolidation with the Tuesday, November 3, 2026 regular election to place a ballot measure before voters to determine whether to authorize and implement a commercial cannabis program within the City or not pursue a commercial cannabis program.

Responding to questions from the City Council, City Manager Young, City Attorney Casher and Finance Director Guillory clarified:

- The fiscal impact had been based on establishing two dispensaries in the City of Pinole, which was projected to gross approximately \$200,000 to \$300,000 in projected tax revenue to the City. Acknowledged questions whether there was market demand for such a business in Pinole, whether there was a demand for such a business and concerns with security and safety and the fact that dispensaries generally had cash on hand because they could not use banks. Clarified that currently commercial cannabis was not permitted in the City and the existing prohibition would have to be removed and zones within the City would have to be identified where such a use of a property would be permitted. Conversations would be needed Citywide whether such a business should be located in a commercial or industrial area of the City, with decisions to be made by the City Council and the community more broadly to provide feedback on whether it was appropriate to allow such use of a property.

Also acknowledged discussions amongst the League of California Cities Policy Committee on Revenue and Taxation about cannabis programs and the related market share among local dispensaries and how that had been since legalization. Acknowledged a request to see an analysis for those cities that had a cannabis program, where dispensaries were located, what issues had come about, resources that may be needed, and which costs should be included in the analysis. Confirmed there were safety concerns for those types of programs and noted there were permits issued to operators of cannabis businesses, and in the conditions of approval of the permit, the details of a security plan would be required. The City could place requirements on the type of security the City would like on the permits that could be issued, and the permit process would be developed by the City to help mitigate any negative impacts to public safety. (Martinez-Rubin)

- Confirmed commercial cannabis was still a controlled substance under federal law which presented some challenges for banking purposes. Many cities had those types of operations, but there were ways to do that and that issue would need to be addressed as well. (Martinez-Rubin)
- Whether the cannabis business category would be retail sales only or sales and delivery, as an example, remained to be discussed with further discussion anticipated in the form of study sessions or workshops with the City Council. If the City Council decided to move forward with the staff recommendation, staff would bring back more information to answer questions. (Martinez-Rubin)
- The ordinance route had been chosen by most cities and was the most cost-effective and flexible route. As part of that process, the City could have as much community engagement as desired. The ballot measure would be tied and bound to the election schedule. (Martinez-Rubin)
- Confirmed the City of San Pablo had passed an ordinance and recently passed a tax measure as an additional tax to its ordinance. As an example, Pinole could adopt an ordinance, allow two dispensaries to operate and just generate the regular sales tax revenue and the City could decide if there was enough public support for a ballot measure to impose a higher tax on the two dispensaries, where the City could go back out to the voters and increase the sales tax in that way, which had been done by the City of San Pablo. (Murphy)
- The Contra Costa County framework for regulating cannabis had been included in the November 4, 2025 staff report. There were other opportunities through economic development the City may engage to regulate cannabis, including manufacturing and testing. A market analysis prepared in 2019, had reviewed and inquired of the best types of businesses to bring to Pinole, which included the health industry. Noted a market analysis that determined the best placement or framework for a cannabis business in Pinole would likely be a consultant driven exercise, with a consultant to be identified that understood that market and who could provide data points on how such businesses were doing, which would be part of information to come back to the City Council. Whether that also included data for non-dispensaries, the City could entertain any type of commercial cannabis operator, it did not have to be just a dispensary and staff could return with some options of what other cities had done. (Murphy)
- Confirmed the City may adopt and implement an ordinance which allowed the cannabis business to operate for a few years and later the City could go back out to the voters for a ballot measure to increase the tax imposed on the operators. (Toms)
- Confirmed going back out to a ballot measure to increase the tax imposed on the operators would be on the products/items sold within the cannabis business. Acknowledged that could potentially result in driving the providers away, if one city had a higher tax rate and the business was taking in less revenue as a result. (Martinez-Rubin)

- Clarified again the fiscal impacts based on establishing two dispensaries in the City, which was projected to gross approximately \$200,000 to \$300,000 in projected tax revenue, a rough estimate based on neighboring jurisdictions. More fiscal impact analyses would be required to obtain a better figure, and staff acknowledged it could be on the lower end, but staff was looking at some of the revenue generated by some of the neighboring agencies that had ordinances in place. (Mayor Sasai)
- Of the neighboring jurisdictions that had cannabis operations and based on a preliminary review, the revenue generated from the cannabis business varied each year and staff had heard mostly anecdotally that some of the revenue was decreasing as there were more dispensaries. While it was possible the market was getting diluted, that would have to be confirmed by a future market analysis. (Mayor Sasai)
- Clarified Attachment A to the November 4, 2025 staff report, identified cities and towns in Contra Costa County that had a cannabis business and whether the business was a retail storefront, retail delivery, distribution, testing, manufacturing or cultivation operation. As to whether any neighboring cities in the County had legalized consumption sites as part of the actual physical dispensary, staff was unaware what cities had consumption sites, and there was a recent state law that was attempting to allow for that, but it had not passed. (Mayor Sasai)
- Clarified the City of Pinole allowed for the cultivation of eight or fewer plants, consistent with state law. The PMC currently does not allow for the sale of any marijuana or commercial cannabis in Pinole. The idea around cultivation was that it would be for personal consumption for medical marijuana purposes to allow for that to be consistent with state law, but not for commercial sales. The larger operators would be cultivating more than eight plants and would be considered a large grow. (Mayor Sasai)
- If the City were to move forward with a cannabis program, whether the City considered multiple ordinances for commercial cannabis, such as whether a retail storefront or delivery as examples, could be discussed in a future session. Staff would need to run the numbers to see what type of revenue could be generated by that type of an operator informing the type of use the City Council may want to allow. (Mayor Sasai)
- Clarified the City currently did not receive any revenue from marijuana deliveries within the City of Pinole. (Mayor Sasai)

PUBLIC COMMENTS OPENED

Jorge Flores, Cannabis Prevention Program Manager, Contra Costa Health, commented on the importance of prioritizing public health protections as the City considered cannabis retail programs and policies in the City of Pinole. While cannabis businesses could bring economic opportunities, it was equally important to ensure community safeguards for the health and wellbeing of youth and children. Research had shown that increased retail availability and advertising could normalize cannabis use among young people and contribute to higher use and related harms.

Mr. Flores encouraged the City Council to incorporate strong public health guardrails in any cannabis retail ordinance, including limiting the density and proximity of retailers near schools, parks and youth serving locations, restricting advertising in storefront visibility to prevent youth exposure and requiring ongoing education and prevention funding from cannabis tax revenue. By embedding those protections into the decision making the City could create a balanced approach that supported local business interests while keeping public health and youth safety at the forefront. In addition, Contra Costa County only had four land use permits that allowed cannabis storefront retailers and the County also prohibited flavored cannabis vaping liquids from being sold to mirror the County's tobacco ban which had become state law.

Rafael Menis suggested it would be worthwhile if the City Council wanted to move forward with commercial cannabis to consider an economic analysis since the City had segments of the unincorporated County relatively near to the City of Pinole, the City of El Sobrante and unincorporated space to the south of Pinole directly and the City of Richmond that could potentially act as competition.

Mr. Menis asked whether there was actually a market niche the business could exist in, or whether the City was going to the trouble of creating an ordinance to open up space that in an ecosystem sense would not be occupied since it would not be viable. He also commented on the potential environmental impacts of certain kinds of retail, which could have a lesser impact than commercial cultivation on water, electricity and waste disposal along with public health, as examples, and the security impacts for a retail storefront in particular, which would be the highest security risk as compared to delivery only or manufacturing, processing or testing.

As to public safety, Mr. Menis expected that would be a concern that could probably be mitigated by considering the types of use the City would permit, such as considering a lower as opposed to a higher risk use, based on the City's tolerance for risk. As to an ordinance versus tax, he suggested it made logical sense to have an ordinance first, to get a sense of whether there were any businesses willing to occupy a space, and then if the ordinance worked out and there were businesses, the City could then consider a tax which should be made clear up front to the business that if the ordinance worked out, the City would consider a tax in the future, to ensure there was no bait and switch issue.

ACTION: Motion by Council member Murphy/Mayor Pro Tem Tave to Extend the City Council meeting to 11:15 p.m.

Vote:	Passed	4-1
	Ayes:	Sasai, Tave, Murphy, Toms
	Noes:	Martinez-Rubin
	Abstain:	None
	Absent:	None

Amy Eubanks, President PPEA, shared the concerns raised by Messieurs Menis and Flores about public health. She referenced an article in the Richmond Standard about the City of San Pablo, which required storefronts to be 750-feet from elementary schools, 1,200 feet from high schools and 1,000 feet from other commercial cannabis businesses, which should be extended if the City of Pinole were to pursue cannabis options.

Ms. Eubanks did not want to see any cannabis dispensary, manufacturer or cultivation anywhere near schools and if permitted the cannabis business should be nearer the County. She urged the City Council to consider conditions to be placed on the permits in terms of safety, such as requiring lighting in the area where the business was operating, require video surveillance the PPD would have access to at the moment of the crime, and anything that could be done to help the business owner when they were robbed since that was what the PPD had seen time and time again in Sacramento and Oakland where dispensaries were robbed in the daylight and the evening. She also encouraged permitting to include a requirement for security guards, whether armed or not.

In terms of on-site cultivation, Ms. Eubanks noted there was a dispensary located in Isleton in Sacramento County that had on-site consumption, and if the City was to consider that business as a model, the business could be visited and was the only on-site consumption business she was aware of in the area other than in San Francisco. She also urged the City Council to not go the route of manufacturing concentrates, or anything of that nature, since it was a volatile substance and the PPD had seen those substances blow up, even in licensed facilities.

Ms. Eubanks did see the need for such businesses, understood the City was behind the times, and the current moratorium had not served the City since it was now behind the times, with plenty of dispensaries in place. A dispensary in Pinole may not be beneficial but there was revenue there and she was all for the City getting revenue. That being said, she also supported a Cannabis Tax Fund Grant, specifically to keep juveniles and adults from driving under the influence of drugs. Next year PPD staff would be educated on how to spot and enforce that behavior.

Peter Murray commented he had been a member of the City Council when such businesses had been turned down in the community and the community did not support cannabis facilities, sales, or manufacturing. When reviewing the list of cities that allowed commercial cannabis, he asked what cities the City of Pinole would want to be associated with, those that allowed commercial cannabis or those that cared about their communities. He asked whether the sole goal was to generate revenue. He suggested cannabis was a gateway drug, and sooner or later there would be a transition for a lot of people, which was not needed in Pinole. He was pleased to have representation in the Council Chambers raising concern with impacts to young people.

Mr. Murray opposed a Berkeley-Esque environment, which was not Pinole. People did not move to Pinole to be associated with such behavior. He hoped the City Council would extend the moratorium during their duration on the City Council. He strongly opposed the consideration of commercial cannabis, reiterated this had been opposed in the past and if allowed, asked if the next step was to allow massage parlors. While he recognized the City Council's vision for the City may not be his own, he was sad that the topic was being discussed.

PUBLIC COMMENTS CLOSED

Council member Murphy offered a motion to direct staff to prepare resolutions for the City Council to authorize and implement a commercial cannabis business program in the City.

On the motion, Mayor Sasai asked the City Attorney if the motion passed whether the item would return to the City Council for consideration, or whether the City Council would go through the process of public engagement with workshops before the item returned to the City Council.

City Attorney Casher clarified if the motion passed, there would be study sessions and workshops. Once the City Council agreed on the details for an ordinance, and they were not there yet, there would be a lot more work to be done, economic analyses and studies to be done, and information would be brought back to the City Council. Staff just wanted direction on whether or not to start that process to pursue an ordinance or ballot measure, which would help direct the approach.

Mayor Pro Tem Tave seconded the motion.

Council member Martinez-Rubin asked that the motion be repeated.

Council member Murphy restated his motion to direct staff to prepare resolutions and ordinances for the City Council to authorize and implement a commercial cannabis business program.

Council member Martinez-Rubin asked the City Attorney to clarify the motion since she was unsure it was following the staff recommendation. She asked what the resolutions to be prepared would be for, either an ordinance or ballot measure.

City Attorney Casher clarified the motion as follows: *to direct staff to prepare resolutions for the City Council to authorize and implement a commercial cannabis business program in the City by ordinance.* An ordinance would not be brought back at the next City Council meeting since it would involve getting the process started to move towards an ordinance.

ACTION: Motion by Council member Murphy/Mayor Pro Tem Tave to direct staff to prepare resolutions for the City Council to authorize and implement a commercial cannabis business program in the City by ordinance.

Vote:	Passed	3-2
	Ayes:	Sasai, Tave, Murphy
	Noes:	Martinez-Rubin, Toms
	Abstain:	None
	Absent:	None

Mayor Sasai thanked all of the community members and advocates who attended the City Council meeting and waited until this time in the meeting to comment on the agenda item. He agreed with the comments on the need to limit the proximity between schools and dispensaries, cultivation and the like, and he agreed with the need to look to the County for guidance and other jurisdictions that had the most restrictions on the proximity between schools and dispensaries when considering an ordinance in Pinole. He also wanted to ensure as part of any engagement that the City not only tap into the community, but also consider public safety, labor groups in the County and the City for input before the City Council made any decision.

Council member Murphy agreed the City was behind on this issue with its counterparts/neighboring cities, across the state, the region and nation. He suggested there was an opportunity to prioritize economic vitality and public health and while he heard the concerns from the public commenters and concerns from his fellow Council members, he suggested there was a way to do this and Pinole was not the only City to consider commercial cannabis.

Council member Murphy offered a motion to: 1) Direct City staff to evaluate the feasibility of permitting commercial cannabis activities in the City of Pinole and return to the City Council with findings and policy options; 2) This evaluation to include but not be limited to the economic impact and revenue analysis that was discussed, land use and zoning assessment to identify zoning districts and potential sites where each cannabis business type may be compatible; 3) A community engagement plan to help develop a community outreach and education plan that potentially could have stakeholder meetings and public information sessions; 4) A public safety and regulatory cost evaluation that could identify fee structures to ensure full cost recovery for permitting and ongoing compliance but also evaluate regulatory oversight needs and anticipate law enforcement or code enforcement impacts; and 5) Provide the policy options through matrixes or preliminary recommendation to provide a preliminary recommendation regarding which business type of the framework provided in the staff report may be most appropriate for initial consideration in the City.

Council member Murphy recognized the motion was a lot but he wanted to be clear. He recognized all of the comments provided, including residents he had spoken to about this topic and who were not present. He was confident this was the way to go given the City's history.

Mayor Sasai asked if the motion included a recommendation on the number of licenses that should be given in the City.

Council member Murphy suggested that should be part of the economic impact and revenue analysis.

Mayor Sasai seconded the motion.

Council member Martinez-Rubin asked whether all the requested direction in the motion would have happened if not included as part of the motion.

City Attorney Casher appreciated the direction provided, which made it clear the expectation of the City Council and which offered a roadmap. A lot of the information would have been provided and brought back, but it was good to know the City Council's priorities since staff sought direction from the City Council.

Council member Toms did not support the motion and had not supported the previous motion since more public outreach was needed before assigning staff a significant amount of work.

ACTION: Motion by Council member Murphy/Mayor Sasai, to 1) Direct City staff to evaluate the feasibility of permitting commercial cannabis activities in the City of Pinole and return to the City Council with findings and policy options; 2) This evaluation to include but not be limited to the economic impact and revenue analysis that was discussed, land use and zoning assessment to identify zoning districts and potential sites where each cannabis business type may be compatible; 3) A community engagement plan to help develop a community outreach and education plan that potentially could have stakeholder meetings and public information sessions; 4) A public safety and regulatory cost evaluation that could identify fee structures to ensure full cost recovery for permitting and ongoing compliance but also evaluate regulatory oversight needs and anticipate law enforcement or code enforcement impacts; and 5) Provide the policy options through matrixes or

preliminary recommendation to provide a preliminary recommendation regarding which business type of the framework provided in the staff report may be most appropriate for initial consideration in the City.

Vote: Passed 3-2
 Ayes: Sasai, Tave, Murphy
 Noes: Martinez-Rubin, Toms
 Abstain: None
 Absent: None

Mayor Sasai thanked the City Attorney and City staff for working on this item.

13. CITIZENS TO BE HEARD (Continued from Item 6) (Public Comments)

Only open to members of the public who did not speak under the first Citizens to be Heard, Agenda Item 6.

Citizens may speak under any item not listed on the Agenda. *The time limit is 3 minutes and is subject to modification by the Mayor. Individuals may not share or offer time to another speaker. Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The City Council may direct staff to investigate and/or schedule certain matters for consideration at a future Council meeting.*

Deputy City Clerk Stone reported there were no comments from the public.

Mayor Sasai reported the City Council would reconvene to Closed Session Item 4E and then adjourn to a Regular City Council meeting on November 18, 2025. Any reportable action from the Closed Session would be reported out at the next City Council meeting.

14. RECONVENE to Closed Session Item 4E and **ADJOURNED** to the Regular City Council Meeting of November 18, 2025 in Remembrance of Amber Swartz.

At 11:13 p.m., Mayor Sasai reconvened to Closed Session Item 4E and adjourned to a Regular City Council Meeting on November 18, 2025 in Remembrance of Amber Swartz.

Submitted by:



Heather Bell-Spears CMC
City Clerk

Approved by City Council: November 18, 2025

