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Next EDC Resolution Number SPEDC2026-003



SAN PABLO EDC
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SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD MEETING AGENDA

Board of Directors

Genoveva Garcia Calloway, Chair

Saman Farid, Vice Chair

Kanwar Singh, Treasurer

Patricia Ponce, Director

Stephen Baiter, Director

**WEDNESDAY, February 18, 2026
6:00 PM**

Copies of this agenda and non-exempt public records relating to an open session item on this agenda will be available upon request to saeidb@sanpabloedc.org. The agenda may also be viewed at www.SanPabloEDC.org.

CALL TO ORDER OF ANNUAL MEETING/ PLEDGE OF ALLEGIANCE/ ROLL CALL

PUBLIC COMMENTS: The public is encouraged to address the San Pablo EDC Board on any matter listed on the agenda or any other matter within its jurisdiction subject to the rules of decorum to be described and acted on by the Board. If you wish to address the Board, please email saeidb@sanpabloedc.org with "Speaker Form" in the subject line. The Board will hear public comments on items listed on the agenda during discussion of the matter and prior to a vote.

EXECUTIVE DIRECTOR REMARKS

CONSENT AGENDA

All matters listed in the Consent Agenda section will be considered routine by the Board and will be enacted by one motion. The disposition of the item is indicated. There will be no separate discussion of these items. If discussion is requested, that item will be removed from the section entitled Consent Agenda and will be considered separately.

CONSENT AGENDA (2 items)

1. Minutes of the January 21, 2026 regular meeting (pages 3-4)
Recommendation: Approve
2. Resolution authorizing executive director to execute lease amendment with San Pablo Responsible and Compliant Retail LLC (pages 5-9)
Recommendation: Approve

***** END OF CONSENT AGENDA *****

PRESENTATIONS

1. Acknowledgement of Director Patricia Ponce's board service (page10)
Recommendation: Receive, applaud and file

REGULAR AGENDA – ITEMS FOR DISCUSSION

1. Resolution nominating and electing Arturo Cruz for a two-year term as a city-nominated board director (pages 11-12)
Recommendation: Nominate and elect
2. Resolution authorizing "Sustainable Business Award" sponsored by MCE as part of Small Business of the Year (pages 13-15)
Recommendation: Approve

ADJOURNMENT

Adjourn to next regular meeting scheduled for **Wednesday, February 18, 2026**, at 6:00 PM.
Reception to follow adjournment.



MINUTES OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS REGULAR MEETING

WEDNESDAY, JANUARY 21, 2026

ROLL CALL

The Board of Directors (Board) meeting was called to order at 6:00 PM in the San Pablo Economic Development Corporation (San Pablo EDC) Offices at 1000 Gateway Avenue, First Floor, San Pablo, California. Present were Chair Genoveva Calloway, Vice Chair Saman Farid and Director Stephen Baiter. Also present were Executive Director Leslay Choy and Board Secretary Saeid Babay Hosseini. Treasurer Kanwar Singh joined via audio conference, and Director Patricia Ponce had an excused absence.

PUBLIC COMMENTS

There were no public comments.

EXECUTIVE DIRECTOR REMARKS

Executive Director Choy shared highlights on the successful AI event and East Bay ADA Zoox tour. She also mentioned the January 27 career fair focused on five West County cities and encouraged board members to share Small Business of the Year with their networks.

CONSENT AGENDA

1. Minutes of the November 19, 2025 regular meeting
Recommendation: Approve
2. San Pablo EDC FY25-26 Financial Statements ending November 30, 2025
Recommendation: Receive and file
3. San Pablo EDC Resolution authorizing application to Mechanics Bank for a grant in the amount of \$12,000 and acceptance of grant, if funded
Recommendation: Approve

It was moved by Vice Chair Farid, seconded by Chair Calloway, and passed by a vote of those present to adopt the items on the Consent Agenda. The motion passed as follows:

AYES: Baiter, Calloway, Farid, Singh
NOES: None
ABSTAIN: None
ABSENT: Ponce

REGULAR AGENDA

Resolution nominating and electing board officers for 2026 to serve until the next annual board meeting

Executive Director Choy introduced the item and following board discussion, it was moved by Treasurer Singh, seconded by Director Ponce and passed by a vote of those present to adopt RESOLUTION SPEDC2026-002, a resolution to nominate a slate of officers the following slate of offices to serve until the San Pablo EDC's next annual board meeting: Genoveva Garcia Calloway as Board Chair, Saman Farid as Vice Chair, Kanwar Singh as Treasurer and Saeid Babay Hosseini as Board Secretary.

AYES: Baiter, Calloway, Farid, Singh
NOES: None
ABSTAIN: None
ABSENT: Ponce

ADJOURNMENT

It was moved by Director Baiter and seconded by Vice Chair Farid to adjourn the meeting at 6:24 PM to the next regular meeting scheduled for **Wednesday, February 18, 2026** at 6:00 PM.

Respectfully submitted,

Saeid Babay Hosseini, Board Secretary

Genoveva Calloway, Chair

SAN PABLO EDC BOARD REPORT



DATE: February 18, 2026

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TO: San Pablo EDC Board

FROM: Leslay Choy, Executive Director

SUBJECT: RESOLUTION OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS AUTHORIZING EXECUTION OF LEASE AMENDMENT WITH SAN PABLO RESPONSIBLE AND COMPLIANT RETAIL LLC

RECOMMENDED ACTION

The Executive Director recommends the Board of Directors:

1. Approve resolution

BACKGROUND

As the San Pablo Economic Development Corporation (San Pablo EDC) Board of Directors (Board) is aware, San Pablo EDC entered into a lease agreement with San Pablo Responsible and Compliant Retail LLC (Tenant), whose guarantor is Embarc License Holdings, LLC. Of all the proposals for the space, this represented the fastest recover of tenant improvement investment, best compliment for existing tenants in the plaza and was at a desirable location that supported the City of San Pablo’s retail cannabis ordinance.

By design, upon issuance of the Operator’s Permit and Conditional Use Permit (CUP), the lease would begin. At lease commencement, six months of abated rent begins, i.e., there is no rental income received. Essentially, the Operator’s Permit was granted when City Council approved the top three proposals; however, there have been delays. The City’s process took three months longer than anticipated and the CUP hearing has been deferred three times. The Tenant is anticipating the Planning Commission hearing for its CUP on February 24, 2026. If approved, in light of a local place of faith’s concerns, they would like to be prepared for negotiation of additional conditions outside of those outlined in the ordinance. The Tenant asked for an additional 45 days once the CUP is issued and considered final (i.e., has gone ten days past approval without appeal). The lease would therefore now commence 45 days after CUP final approval or by May 1, 2026, whichever comes sooner. This request seems reasonable and pushes out revenue recovery by two months.

The amendment was discussed with Treasurer Kanwar Singh. Real estate attorney C. Nicole Murphy has been a part of all discussions and authored the amendment. Commercial Broker Dakin & Dakin has been part of all discussions and supports the amendment. Executive Director Choy wanted to keep the Board apprised, as revenue generation is important, as is the health of this commercial center, and seek its approval to sign the amendment.

The Board is asked to authorize execution of lease amendment with San Pablo Responsible and Compliant Retail LLC.

FISCAL IMPACT

There is no fiscal impact this time. Provided the Tenant is ultimately successful in obtaining its CUP with conditions it finds reasonable, revenue recovery will be delayed two months in fiscal year 2026-27.

Attachments

1. Mission Plaza Suite B Lease Amendment – 021026

RESOLUTION SPEDC2026-0

RESOLUTION OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS AUTHORIZING EXECUTION OF LEASE AMENDMENT WITH SAN PABLO RESPONSIBLE AND COMPLIANT RETAIL LLC

WHEREAS, s the San Pablo Economic Development Corporation (San Pablo EDC) Board of Directors (Board) is aware, San Pablo EDC entered into a lease agreement with San Pablo Responsible and Compliant Retail LLC (Tenant), whose guarantor is Embarc License Holdings, LLC; and

WHEREAS, this would extend the lease commencement by two months to be effective no later than May 1, 2026 and allow the tenant time to prepare to meet any potential additional conditions, which effectively postpones rental income by two months; and

WHEREAS, real estate attorney C. Nicole Murphy has been a part of all discussions and authored the amendment, and commercial Broker Dakin & Dakin has been part of all discussions and supports the amendment; and

WHEREAS, the lease amendment and financial implications were discussed with Treasurer Kanwar Singh; and

WHEREAS, there is no fiscal impact this time; provided the Tenant is ultimately successful in obtaining its CUP with conditions it finds reasonable, revenue recovery will be delayed two months in fiscal year 2026-27.

NOW, THEREFORE, BE IT RESOLVED by the San Pablo Economic Development Corporation Board of Directors, as follows:

- 1) Authorize execution of lease amendment with San Pablo Responsible and Compliant Retail LLC.

ADOPTED this 18th day of February, 2026, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Saied Babay Hosseini, Board Secretary

Genoveva Calloway, Board Chair

AMENDMENT TO LEASE

This AMENDMENT TO LEASE (the "Amendment") is entered into as of the _____ day of _____, 2026 (the "Amendment Effective Date") by and between San Pablo Responsible and Compliant Retail LLC, a California limited liability company ("Tenant") and San Pablo Economic Development Corporation, a California nonprofit public benefit corporation ("Landlord"). Tenant and Landlord may each be referred to individually herein as a "Party" and collectively as the "Parties").

Recitals

A. The Parties entered into that certain Lease with an Effective Date of June 23, 2025 (the "Lease") with respect to certain real property located at 14501 San Pablo Avenue, Suite B, San Pablo, California, 94806 (the "Premises").

B. The Parties now desire to modify the Lease as set forth herein.

Agreements

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

1. Definitions. Unless otherwise defined herein, all capitalized terms shall have the definitions set forth in the Lease.

2. Commencement Date. Section 1.9 of the Lease is hereby amended in its entirety to read as follows:

“1.9 Commencement Date (Article 3): This Lease shall commence on the date (the "Commencement Date") of receipt by the Landlord of a written notice from Tenant stating its intent to commence the Lease, which written notice from Tenant must be received by the Landlord no later than (the "Commencement Date Deadline") the earlier of: (a) the forty-sixth (46th) day after the date that Tenant has been issued a final, nonappealable Conditional Use Permit from the City of San Pablo to operate a cannabis retail business within the Premises, in accordance with the application process set forth in the City of San Pablo Ordinance 2025-001; or (b) May 1, 2026. If this Lease has not commenced by the Commencement Date Deadline, unless extended in writing by the Parties, it shall automatically terminate and be of no further force or effect, Landlord shall retain the Security Deposit, and Landlord and Tenant shall have no further obligation or responsibility to the other. Upon Lease commencement, the Parties shall execute a Commencement Date Memorandum, provided, however, that failure of the Parties to execute such memorandum shall not delay

or modify the Commencement Date or affect the rights or obligations of the Parties under this Lease.”

3. Term. Section 3.1 of the Lease is hereby amended in its entirety to read as follows:

“**3.1 Term.** This Lease shall be effective from and after the Effective Date specified in Section 1.1. The term of this Lease (“Term”) shall commence on the Commencement Date specified in Section 1.9 above. The Term shall continue, unless sooner terminated in accordance with the provisions of this Lease, for the number of years/months specified in Section 1.8 from the Commencement Date. This Lease requires Tenant to obtain a Cannabis Operator Permit (“COP”) and Conditional Use Permit (“CUP”) (the “Local Entitlements”) to operate a cannabis retail business within the Premises as required by San Pablo Ordinance 2025-001. Landlord agrees to reasonably cooperate with Tenant as necessary and appropriate in the reasonable determination of the Landlord to secure the Local Entitlements by, for instance, signing certain forms and consents required by government regulators, with any such cooperation at Tenant’s sole expense.”

4. Fixed Minimum Rent. Section 4.1 of the Lease is hereby amended in its entirety to read as follows:

“**4.1 Fixed Minimum Rent.** Tenant shall pay the annual sum specified in Section 1.10 (“Fixed Minimum Rent”) in monthly installments in advance, on or before the first (1st) day of each month, without prior notice or demand and without offset, withholding, right of recoupment, or deduction (except as expressly and specifically provided in this Lease), commencing on the Commencement Date. If the Commencement Date is a day other than the first (1st) day of a calendar month, then the monthly installment of Fixed Minimum Rent for the first and last partial months shall be prorated on the basis of the number of actual days in such months. Notwithstanding the foregoing, monthly installments of Fixed Minimum Rent shall not be deemed late unless the same are paid by Tenant later than the fifth (5th) day of each month.”

5. Remaining Terms Unchanged. All other terms and conditions of the Lease shall remain the same. In the event of a conflict or ambiguity between the Lease and this Amendment, the provisions of this Amendment shall be controlling.

6. Counterparts. This Amendment may be executed in counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument. This

Amendment may also be executed by electronic (including .pdf) signatures, which shall be as effective as original signatures.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the Amendment Effective Date first above written.

TENANT:

San Pablo Responsible and Compliant Retail LLC

By: _____
Dustin Moore
Authorized Representative

LANDLORD:

San Pablo Economic Development Corporation

By: _____
Leslay Choy
Executive Director

SAN PABLO EDC BOARD REPORT



DATE: February 18, 2026

TO: San Pablo EDC Board

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FROM: Leslay Choy, Executive Director

SUBJECT: SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS
ACKNOWLEDGEMENT OF DIRECTOR PATRICIA PONCE'S BOARD SERVICE

RECOMMENDED ACTION

The Executive Director recommends the Board of Directors:

1. Receive and file

BACKGROUND

The San Pablo Economic Development Corporation (San Pablo EDC) Board of Directors (Board) works in service of the San Pablo EDC and the community it serves, advocating for opportunities and furthering the organization's mission. A five-member board, two of which are nominated by the San Pablo City Council (Council), each director may serve up to three terms.

Director Patricia Ponce is a proud San Pablo EDC Board Director and sitting councilmember. A longtime resident, she is keenly aware of the factors impacting workforce, homeownership and business, notably how public schools impact long-term opportunity. She works in Contra Costa County for a company directly involved in economic development, so her understanding of the complexities of development makes her an incredibly valuable director.

Some of the greatest values Director Ponce has brought to the Board is her active connectedness, her unfailing humanity and her willingness to speak up. She was elected to the Board on February 26, 2020 and has served the organization well for three terms. As her service draws to a close, the Board would like to share some words of gratitude.

The Board is asked to open conversation with their colleague on her board service and present an acknowledgement on behalf of the Board.

FISCAL IMPACT

There is no fiscal impact.

Attachments

None.

SAN PABLO EDC BOARD REPORT



DATE: February 18, 2026

TO: San Pablo EDC Board

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FROM: Leslay Choy, Executive Director

SUBJECT: RESOLUTION OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS NOMINATING AND ELECTING ARTURO CRUZ FOR A TWO-YEAR TERM AS A CITY-NOMINATED BOARD DIRECTOR

RECOMMENDED ACTION

The Executive Director recommends the Board of Directors:

1. Nominate and elect director

BACKGROUND

Per Article II.B.3 of the San Pablo Economic Development Corporation (San Pablo EDC) bylaws, the City of San Pablo (City), through its City Council (Council), may nominate up to two individuals to serve a two-year term on the San Pablo EDC Board of Directors (Board) as those positions become available, which they do on a staggered basis. Nominees are interviewed by the Governance Committee (Vice Chair Saman Farid, Chair Genoveva Galloway), then presented to the Board for its consideration to nominate and elect city-nominated Directors by a heightened majority of sitting Directors.

As the Board is aware, Director Patricia Ponce occupies one of the City's seats and is concluding her third and final a two-year term as a city-nominated Director. As such, on October 13, 2025, Executive Director Leslay Choy sent a memo to Matt Rodriguez, San Pablo City Manager, requesting the Council provide a nomination for the anticipated February 2026 vacancy. The Council followed its protocol and nominated Councilmember Arturo Cruz for the position pursuant to San Pablo City Council Resolution No. 2026-007 on January 19, 2026. On January 21st, the Governance Committee interviewed Councilmember Cruz.

Councilmember Cruz and his family live in San Pablo where he was born and raised. Earlier in his career, he was involved in a Latino nonprofit that was focused on accessing resources for local youth. He has a vested interest in building relationships with business and opportunity to attract businesses that will contribute more jobs locally. Specifically, his focus is on growth of jobs that lead to long-term careers with benefits and retirement. A link to his bio may be found [here](#).

If the candidate is nominated and elected, he would assume his position immediately following the meeting, allowing Director Ponce to complete her term as this meeting.

The Board is asked to discuss the nominee's candidacy, then to nominate and elect Arturo Cruz for a two-year term as a city-nominated board director.

FISCAL IMPACT

There is no fiscal impact.

Attachments

None.

RESOLUTION SPEDC2026-0

RESOLUTION OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS NOMINATING AND ELECTING ARTURO CRUZ FOR A TWO-YEAR TERM AS A CITY-NOMINATED BOARD DIRECTOR

WHEREAS, per Article II.B.3 of the San Pablo Economic Development Corporation (San Pablo EDC) bylaws, the City of San Pablo (City), through its City Council (Council), may nominate up to two individuals to serve a two-year term on the San Pablo EDC Board of Directors (Board) as those positions become available, which they do on a staggered basis; and

WHEREAS, nominees are interviewed by the Governance Committee (Vice Chair Saman Farid, Chair Genoveva Galloway), then presented to the Board for its consideration to nominate and elect city-nominated Directors by a heightened majority of sitting Directors; and

WHEREAS, Director Patricia Ponce occupies one of the City's seats and is concluding her third and final a two-year term as a city-nominated Director, and subsequently, the Council followed its protocol and nominated Councilmember Arturo Cruz for the position pursuant to San Pablo City Council Resolution No. 2026-007 on January 19, 2026; and

WHEREAS, the Governance Committee interviewed Councilmember Cruz on January 21st; if nominated and elected, he would assume his position immediately following the meeting; and

WHEREAS, there is no fiscal impact.

NOW, THEREFORE, BE IT RESOLVED by the San Pablo Economic Development Corporation Board of Directors, as follows:

- 1) Nominate and elect Arturo Cruz for a two-year term as a city-nominated board director.

ADOPTED this 18th day of February, 2026, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Saeid Babay Hosseini, Board Secretary

Genoveva Calloway, Board Chair

SAN PABLO EDC BOARD REPORT



DATE: February 18, 2026

TO: San Pablo EDC Board

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FROM: Leslay Choy, Executive Director

SUBJECT: **RESOLUTION OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS AUTHORIZING “SUSTAINABLE BUSINESS AWARD” RECOGNITION SPONSORED BY MCE AS PART OF SMALL BUSINESS OF THE YEAR**

RECOMMENDED ACTION

The Executive Director recommends the Board of Directors:

1. Approve resolution

BACKGROUND

Strategic Plan Goal 1: Coalesce diverse partner efforts to provide broad and intentional support services to business and workforce.

As the San Pablo Economic Development Corporation (San Pablo EDC) Board of Directors (Board) is aware, San Pablo EDC annual leads a San Pablo Small Business of the Year (SBOTY) campaign for which the top finalists receive recognition and the selected winner receives a rich packet of benefits. MCE is an organization sponsor, a grant funder and an event sponsor for SBOTY.

This year, MCE asked if San Pablo EDC might be willing to recognize a “Sustainable Business” for which they would provide additional sponsorship for the event. San Pablo EDC would be responsible for defining the category, administering the campaign and creating the certificate. MCE would support San Pablo EDC social media posts and present the award at the Small Business of the Year Mixer.

The proposal, should the Board approve, is to have this be a self-nomination process. Criteria would be a local small business (public or private) that prioritizes environmentally conscious business practices and makes a measurable contribution to the ecological health of San Pablo; some form of more sustainable impact must be highlighted by the business. Many businesses have introduced green practices and participated in MCE’s Small Business Energy Advantage (SBEA) program. People may nominate businesses or they may self-nominate. The campaign would be promoted via social media, eNews and in-person outreach.

The winner would receive:

- Promotion ahead of the event via social media
- Certificate presented by MCE and recognition at event
- Appreciation/congratulations posts from MCE and San Pablo EDC on each agency’s respective social media channels
- A medium ad in the EDC’s Ad Share direct mail which goes out to 35,000 addresses and a population of approximately 100,000
- A schwag bag courtesy of MCE

The Board is asked to authorize the addition of the “Sustainable Business Award” sponsored by MCE as part of Small Business of the Year to be administered by San Pablo EDC and selected by the Board per the SBOTY protocol.

FISCAL IMPACT

Fiscal impact would be \$1,000 to income account 43410 Corporate Sponsorship operations class, which would offset reduction of ad share income by \$500 in expense account 46410 Other Income Advertising Sales operations class.

Attachments

None.

RESOLUTION SPEDC2026-0

RESOLUTION OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS AUTHORIZING “SUSTAINABLE BUSINESS AWARD” RECOGNITION SPONSORED BY MCE AS PART OF SMALL BUSINESS OF THE YEAR

WHEREAS, the San Pablo Economic Development Corporation (San Pablo EDC) Board of Directors (Board) is aware, San Pablo EDC annual leads a San Pablo Small Business of the Year (SBOTY) campaign for which MCE is an event sponsor; and

WHEREAS, MCE would like to sponsor a “Sustainable Business Award” as part of the SBOTY campaign and event; and

WHEREAS, any local business (public or private) that prioritizes environmentally conscious business practices and makes a measurable contribution to the ecological health of San Pablo would be eligible to be nominated or nominate themselves; and

WHEREAS, the “Sustainable Business Award” award would become a part of the Small Business of the Year program, be administered by San Pablo EDC and selected by the Board per the SBOTY protocol; and

WHEREAS, fiscal impact would be \$1,000 to income account 43410 Corporate Sponsorship operations class, which would offset reduction of ad share income by \$500 in expense account 46410 Other Income Advertising Sales operations class.

NOW, THEREFORE, BE IT RESOLVED by the San Pablo Economic Development Corporation Board of Directors, as follows:

- 1) Authorize the addition of the “Sustainable Business Award” sponsored by MCE as part of Small Business of the Year.

ADOPTED this 18th day of February, 2026, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Saeid Babay Hosseini, Board Secretary

Genoveva Calloway, Board Chair