



CITY OF HUGHSON
ECONOMIC DEVELOPMENT COMMITTEE MEETING
 HUGHSON CITY HALL
 7018 Pine Street, Hughson, CA

AGENDA
MONDAY, AUGUST 27, 2018 - 5:30 P.M.

CALL TO ORDER:

ROLL CALL:

Mayor Jeramy Young
 Councilmember George Carr
 Councilmember Harold "Bud" Hill
 Councilmember Mark Fontana (Alternate)
 Business Member Marie Assali
 Business Member Jim Duarte

Staff to be Present: Raul L. Mendez, City Manager

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

Members of the audience may address the City Council on any item of interest to the public pertaining to the City and may step to the podium, state their name and city of residence for the record (requirement of name and city of residence is optional) and make their presentation. Please limit presentations to five minutes. Since the City Council cannot take action on matters not on the agenda, unless the action is authorized by Section 54954.2 of the Government Code, items of concern, which are not urgent in nature can be resolved more expeditiously by completing and submitting to the City Clerk a "Citizen Request Form" which may be obtained from the City Clerk.

2. NEW BUSINESS:

- 2.1: Approval of Minutes of the July 23, 2018 EDC Regular Meeting.
- 2.2: Hughson Real Estate – Hughson Business Incubation Center Application
- 2.3: Callahan's Brewing Co. Update and Funding Request
- 2.4: Update by Opportunity Stanislaus/Hughson SBDC.

2.5: Update on City’s Business Planning/Development/Attraction Efforts and Discussions.

3. EDC COMMENTS:

ADJOURNMENT:

WAIVER WARNING

If you challenge a decision/direction of the City Council in court, you may be limited to raising only those issues you or someone else raised at a public hearing(s) described in this Agenda, or in written correspondence delivered to the City of Hughson at or prior to, the public hearing(s).

RULES FOR ADDRESSING ECONOMIC DEVELOPMENT COMMITTEE

Members of the audience who wish to address the Economic Development Committee are requested to complete one of the forms located on the table at the entrance of the Council Chambers and submit it to the Committee. **Filling out the card is voluntary.**

AFFIDAVIT OF POSTING

**AMERICANS WITH DISABILITIES ACT/CALIFORNIA BROWN ACT
NOTIFICATION FOR THE CITY OF HUGHSON**

This Agenda shall be made available upon request in alternative formats to persons with a disability; as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) and the Ralph M. Brown Act (California Government Code Section 54954.2).

Disabled or Special needs Accommodation: In compliance with the Americans with Disabilities Act, persons requesting a disability related modification or accommodation in order to participate in the meeting and/or if you need assistance to attend or participate in a City Council meeting, please contact the City Clerk’s office at (209) 883-4054. Notification at least 48-hours prior to the meeting will assist the City Clerk in assuring that reasonable accommodations are made to provide accessibility to the meeting.

DATE: August 24, 2018 **TIME:** 5:30pm
NAME: Lisa Whiteside **TITLE:** Finance Manager

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Hughson City Council shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

General Information: The Economic Development Committee meets in the Council Chambers on the fourth Monday of each month at 5:30 p.m., unless otherwise noticed.

EDC Agendas: The Economic Development Committee agenda is now available for public review at the City's website at www.hughson.org and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday, prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

Questions: Contact the City Clerk at (209) 883-4054



CITY OF HUGHSON
ECONOMIC DEVELOPMENT COMMITTEE MEETING
 HUGHSON CITY HALL
 7018 Pine Street, Hughson, CA

AGENDA
MONDAY, JULY 23, 2018 - 5:30 P.M.

CALL TO ORDER:

ROLL CALL:

Mayor Jeremy Young
 Councilmember George Carr
 Councilmember Harold "Bud" Hill
 Councilmember Mark Fontana (Alternate)
 Business Member Marie Assali
 Business Member Jim Duarte - Absent

Staff to be Present:

Raul L. Mendez, City Manager
 Jaylen French, Community Development Director

Others Present:

Jim Homer, Hughson SBDC
 Ron Callahan, Callahan Brewing Co.

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):

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2. NEW BUSINESS:

2.1: Approval of Minutes of the June 25, 2018 EDC Regular Meeting.

Motion by Councilmember Hill, Seconded by Business Member Assali (4-0)

2.2: Hughson Real Estate – Hughson Business Incubation Center Application

The City Manager shared that Raylene Kemp, Hughson Real Estate, had expressed interest in an office at the Hughson Business Incubation Center. He indicated that an application had been provided and would be vetted by the Hughson SBDC Consultant following the current approved procedures and be brought back for consideration. The Hughson SBDC Consultant indicated that some improvements to the procedures could be made over time. The EDC expressed interest in such improvements and asked the Hughson SBDC Consultant to make some suggestions for future consideration.

2.3: Callahan's Brewing Co. Update

Ron Callahan, Callahan Brewing Co., provided an update on this venture to establish a brewery/pub in downtown Hughson. He shared an update on the lease agreement for the former Rancho Market and discussed the positive reaction he had received at both the farmers market and his investors meeting. He indicated that he would return with a business incentive funding request for consideration after meeting with City staff.

**2.4: Update on Business Development Activity in Downtown Hughson.
- Downtown CPAT Project, etc.**

The Community Development Director provided a report on the work conducted as part of the Downtown CPAT Project that had been conducted in mid-July. The project team will be synthesizing all the information collected and come back in the fall to present its findings and recommendations to the Hughson City Council.

2.5: Update by Opportunity Stanislaus/Hughson SBDC.

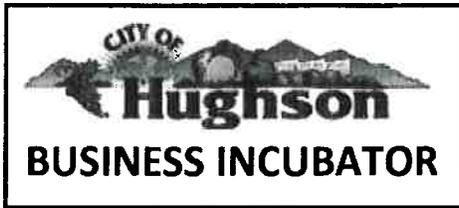
The Hughson SBDC Consultant provided a brief update on recent discussions with prospective businesses. He mentioned that Kurt Clark, Opportunity Stanislaus SBDC Director would be transitioning to a higher-level position in the region.

2.6: Update on City's Business Planning/Development/Attraction Efforts and Discussions.

The Community Development Director shared a report of new businesses or changes in ownership (Slick Fork, Soapy Bubbles Car Wash, Don't Panic Its Organic, Rico's Pizza, Durango's Taqueria, etc.).

3. EDC COMMENTS:

ADJOURNMENT: 6:35pm



Lease Application
For Office Space
7012 Pine Street
Hughson, CA 95326
(209) 883-4054

Thank you for your interest in the City of Hughson's Business Incubator. Please complete this application as thoroughly and as accurately as possible. Some questions may not be applicable to your business. City of Hughson staff will keep confidential all business information submitted in this application. Please note: city employees, city officials and or/family members cannot lease office space at the Hughson Business Incubator.

Application Checklist

- Business Plan Outline
- Resumes or bios of management team and owners (if not in business plan).
- Completed Application
- Most Recent Financial Statements (if existing business)

Understanding of Expectations

There are five key expectations that you must agree to prior to approval of lease. These expectations exist to ensure the Mission of the Hughson Business Incubator is being achieved and to ensure a greater level of success for businesses. Please initial next to each expectation to acknowledge understanding of all items.

Expectation #1

Commitment to develop marketing plan within the first 90 days of occupancy.

Expectation #2

Regular participation in Opportunity Stanislaus activities (at least three networking/educational events within first 6 months)

Expectation #3

Maintain a current Hughson business license

Expectation #4

Ability to meet financial obligations (six months of capitalization)

Expectation #5

Your business will launch within 6 to 18 months from lease entry and every effort will be made on your behalf to locate within the city limits of Hughson.

Company Information

Business Name:	Hughson Real Estate
Business Owner Name:	Raylene Kemp
Please Check:	<input checked="" type="checkbox"/> (A) Business in current operation <input type="checkbox"/> (B) Proposed business not yet in operation
Business Description:	Real Estate Sales
Address:	P.O. Box 1411, Hughson CA 95326
Telephone:	209-883-6846
E-mail:	raylene.kemp@gmail.com
Website: (if available)	facebook.com/hughsonrealestate
When was the business started (month/year)	July 2017
Is this business a sole proprietorship, partnership, corporation, or non-profit:	Sole Proprietorship
If applicable: Partner Name and Contact Information	N/A

1) Do you or your business partner currently work for, or previously worked for, the City of Hughson?

Yes No

If yes, please list employment dates: _____ Department: _____

2) Do you or your business partner have relative(s) employed or serving office with the City of Hughson?

Yes No

If yes, please give name(s) and relationship _____

3) Have you or your business partner ever been convicted of any crime OTHER THAN (1) a marijuana-related conviction that occurred more than two years ago: and (2) an offense for which you were referred to, and participated in, any pretrial or posttrial diversion program? Yes No

If yes, please state the date of conviction, the county and state, and the nature of the offense. _____

I certify that all of the statements made on this application are true, complete, and correct to the best of my knowledge and belief and are made in good faith. I understand that any false or omitted information, which I may or may not give, may result in denial or termination of office lease. I authorize the City of Hughson to verify all statements.

Raylene Kemp
Signature

Raylene Kemp
Print Name

7-22-2018
Date

Business Plan Outline and Resume
Hughson Real Estate
Raylene Kemp, Owner
209-883-6846

Mission: The mission of Hughson Real Estate is to serve the community of Hughson and surrounding areas in the direction of real estate acquisition, sales and development by demonstrating excellence in consultation, advice and execution.

Model: The idea behind establishing Hughson Real Estate was to “keep it small”; A small town, one agent firm, comprising of me, Raylene Kemp, as the sole agent; to apply my oversight expertise, from a background of finance and housing and land development and business development, to the community of Hughson and surrounding areas, for the purpose of creating an in town, available and approachable “go to” real estate advisory.

Bio: I entered the financial housing market in 1991 as an independent loan officer; driving a total of three hours per day, from Modesto to Concord. In 1993 I opened Kempco Mortgage Company in the City of Brentwood, CA. This business grew successfully, where I eventually had a staff of five working directly under me for the purposes of administering my production. There I became proficient in finance, financial consulting, real estate contracts, contract structure, business development and staff management.

At once and springboarding from that knowledge base, in 2002, Kemp Land Company was founded. Kemp Land Company is a housing and land acquisition and development company. From the ground up, this company was funded from the successes of Kempco Mortgage Company and from one house to another, grew into a company with an asset base of approximately 7500 housing lots spanning the state of California.

Developing these two companies was a practice in the study of business and at once, exhilarating and fun.

In 2009, from Brentwood, CA, I relocated home, to the Central Valley. Initially to Modesto and then finally, for the purposes of bringing up my youngest of three daughters; an eighth grader at Ross, in the safe, small town atmosphere of Hughson.

We found a small, nearly four acre ranchette; fixer upper, just outside of town. For the first few years, I sat with the property while becoming familiar with the town and the townsfolk. In 2017, I decided to put my real estate license back to work and open Hughson Real Estate, so I could represent those business opportunities that presented themselves to me.

I am very happy about my decision. In January of 2018, my firm closed it's first deal which was the trade, to a developer, of an eight acre piece located at the sections of Fox Road and Euclid.

This was a very wonderful way to start off in the community. Now, I wish to establish a small presence in town by engaging with the City of Hughsons' business incubation program; renting an office.

My business practices are paced and methodical and I feel this is a, next move, in the right direction.

Thank you for your time and consideration,

Raylene Kemp
Hughson Real Estate