

**Memorandum  
Community and Economic Development**



**To:** Randall Tweet, Interim City Manager

**Subject:** QC Coffee & Pancake House, Inc.

**Date:** April 3, 2017

Staff has worked with Mr. Jose and Mrs. Sarah Zepeda/ Koffeebreak Restaurant, Inc. on the following terms of a development agreement to assist with the purchase and redevelopment of their business property located at 1831 Third Avenue.

Façade assistance up to a maximum of Fifteen Thousand Dollars (\$15,000.00) for façade related expenses matched on a dollar-for-dollar basis,

Downtown TIF assistance of Thirty Thousand Dollars (\$30,000.00) for TIF eligible expenses, and

A CIRLF loan of Sixty Thousand Dollars (\$60,000.00) which the CIRLF Committee approved on March 2, 2017

Upon Council's approval of the aforementioned terms, CED staff will work with legal counsel to draft a Development Agreement with specific Tax Increment Financing protections and requirements.

**ACCOUNT CODES:**

\$15,000.00		201-312801-55105-0000000
\$30,000.00		201-312801-54101-6288000
\$60,000.00		584-312801-55224-6221000
\$105,000.00		<b>TOTAL FUNDS</b>

**VENDOR NUMBER:**

16093

**REQUISITION :**

R006570

**RECOMMENDATION:**

That Council approve the terms with Mr. Jose and Mrs. Sarah Zepeda/ Koffeebreak Restaurant, Inc., direct CED staff to work with legal counsel to draft a development agreement subject to minor attorney modifications, and authorize execution of the development agreement by the City Manager.

**Submitted by:**

Bret Gardella, Economic Development Manager  
Chandler Poole, CED Director

**Approved by:**

Randall Tweet, Interim City Manager