



**Special Study Session City Council Meeting
6:00 PM, MONDAY, MAY 6, 2013
Conference Room A
Farmington City Hall
23600 Liberty St
Farmington, MI 48335**

SPECIAL STUDY SESSION MEETING AGENDA

1. ROLL CALL

Roll Call

2. APPROVAL OF AGENDA

3. BUSINESS ITEMS

A. Consideration to Approve Class C Liquor License with Additional SDM, Outdoor Service and Sunday Sales Permits for Kim's Korea House Located at 32758 Grand River, Farmington, MI 48336

4. CLOSED SESSION

A. Review of On-Going Litigation

B. Land Acquisition

C. Labor Negotiations

5. REVIEW OF PROPOSED FISCAL YEAR 2013-14 BUDGET

A. Review of Proposed Fiscal Year 2013-14 Budget

B. Downtown Development Authority

C. Corridor Improvement Authority

D. Brownfield Redevelopment Authority

6. DISCUSSION - SALE OF OLD COURTHOUSE PROPERTY

1. Discussion - Sale of Old Courthouse Property

7. DISCUSSION - FLANDERS SCHOOL SITE AND MAXFIELD TRAINING CENTER

1. Discussion - Flanders School Site and Maxfield Training Center

8. PUBLIC COMMENT

9. COUNCIL COMMENT

10. ADJOURNMENT

**Farmington City Council
Staff Report**

Council Meeting Date:
May 6, 2013

**Reference
Number
(ID # 1239)**

Submitted by: Vincent Pastue, City Manager

Description: Consideration to Approve Class C Liquor License with Additional SDM, Outdoor Service and Sunday Sales Permits for Kim's Korea House Located at 32758 Grand River, Farmington, MI 48336

Requested Action:

Approve authorizing transfer of Class C Liquor License for Kim's Korea House located at 32758 Grand River, Farmington, Michigan 48336.

Background:

Mrs. Kyung Ok Kim is requesting approval for the transfer and relocation of a Class C liquor license to 32758 Grand River, Farmington, Michigan 48336. With the approval of the transfer, Mrs. Kim will also be obtaining a SDM permit, Outdoor Service and Sunday Sales permits. The Class C liquor license is in escrow from a business that is no longer operating from Pontiac, Michigan. The business plans on maintaining the current business model and hours of operation which are 11:30 a.m. to 2:30 p.m. for lunch and 5:00 p.m. to 10:00 p.m. for dinner.

Mrs. Kim has been operating the business for the last ten (10) years with no violations of law. This will be the first liquor license obtained by Mrs. Kim. A check of the law enforcement data bases found no criminal record for Mrs. Kim. The business was inspected by the fire marshal and passed after three minor code violations were fixed.

For further details, see Commander Demers investigation report which is attached.

The public safety department is recommending the approval of the transfer.

Agenda Review

Review:

Vincent Pastue **Pending**
City Manager **Pending**
City Council **Pending**



FARMINGTON PUBLIC SAFETY DEPARTMENT CORRESPONDENCE



DATE: April 25, 2013
TO: Director Robert Schulz
SUBJECT: LCC Police Investigation Report Summary-Korea House
FROM: Commander Frank J. Demers

On April 17, 2013, I received notice from the Michigan Liquor Control Commission (MLCC) that the Korea House Restaurant, located at 32758 Grand River Ave (Village Commons), is seeking approval for the transfer of a Class C license with SDM, Outdoor Service and Sunday Sales. The applicant for the license is the restaurant owner, Kyung Ok Kim.

The applicant is represented by Adkins, Need & Allen, P.L.L.C. (40950 Woodward Ave., Suite #300 Bloomfield Hills, MI 48304. Office Phone 248-540-7400). Ms. Laura Peters was listed as the point-of-contact. On April 17, 2013, I contacted Ms. Peters who advised the following:

The applicant is seeking the above mentioned licenses to improve the profitability of her business. The applicant applied for a liquor license in 2010, however the request was denied because there were no available licenses available at that time.

The applicant will not be offering any form of entertainment in conjunction with the licenses. The applicant hopes to offer outdoor service in the space to the north of the building at a later date.

The business is in operation for lunch from 11:30AM to 2:30 PM. It then opens for dinner services from 5:00PM to 10:00PM.

I learned that the funding for the license will be provided by the building management company, Nu-Vest Associated Inc. (29201 Telegraph, Suite #450 Southfield, MI 48034) as a Tenant Improvement Plan. According to Ms. Peters, Nu-Vest agreed to front the applicant the cash for the liquor license. In exchange, the applicant agreed to pay back the loan over a 10 year period. Ms. Peters advised that the applicant is a responsible business owner who employs mostly family members.

Ms. Peters advised that the applicant became a naturalized citizen of the United States on May 7, 2007. Ms. Peters advised that the applicant speaks limited English.

I contacted the MLCC office and confirmed that the applicant has no prior liquor licenses on record.

A CLEMIS check on the applicant revealed that she received a traffic citation in 2011 for disobey stop sign. There were no other remarkable records.

The applicant is a resident of Novi (41628 Mitchell Rd., Novi MI 48377). She is married to her husband, Haksoo Kim, who is a pharmacist for the Rite-Aid Corporation.

On April 18, 2013, Mr. Kim arrived at the station and presented me with a check in the amount of \$400.00 for the fees associated with this investigation (check #1795 attached).

On April 25, 2013, Sgt. Madeline completed a fire inspection at the location and noted that the business is in compliance with state and local fire codes.

I noted that within the last ten years, this department has had on three (3) calls for service at 32758 Grand River Ave; one suspicious circumstance and two traffic complaints.

Recommendation

I recommend that the applicant be approved for the transfer of ownership of a Class C license with SDM, Sunday Sales & Outdoor Service.

Please contact me if you have any questions or concerns.

Respectfully submitted,

 #c
Cmdr. Frank Demers

**Farmington City Council
Staff Report****Council Meeting Date:**
May 6, 2013**Reference
Number
(ID # 1237)****Submitted by:** Vincent Pastue, City Manager**Description:** Review of On-Going Litigation**Requested Action:****Background:****Agenda Review****Review:**

Vincent Pastue	Pending
City Manager	Pending
City Council	Pending

**Farmington City Council
Staff Report****Council Meeting Date:**
May 6, 2013**Reference
Number
(ID # 1238)****Submitted by:** Vincent Pastue, City Manager**Description:** Land Acquisition**Requested Action:****Background:****Agenda Review****Review:****Vincent Pastue Pending**
City Manager Pending
City Council Pending

**Farmington City Council
Staff Report****Council Meeting Date:**
May 6, 2013**Reference
Number
(ID # 1244)****Submitted by:** Vincent Pastue, City Manager**Description:** Labor Negotiations**Requested Action:****Background:****Agenda Review****Review:****Vincent Pastue Pending**
City Manager Pending
City Council Pending

**Farmington City Council
Staff Report**
Council Meeting Date:
May 6, 2013

**Reference
Number
(ID # 1245)**
Submitted by: Vincent Pastue, City Manager

Description: Review of Proposed Fiscal Year 2013-14 Budget

Requested Action:
Background:

Annette Knowles will review the budget with the City Council. In addition, Chris Weber will briefly review the proposed budgets for the Brownfield Redevelopment Authority and Corridor Improvement Authority.

As mentioned during the budget presentation this past Monday night, we are already looking to make a couple of changes to the proposed budget. The first is to increase the Parking Budget in the General Fund by \$13,000 to reflect the cost of repairs and resurfacing for the Page's municipal lot. The transfer from the Capital Improvements Fund will increase by a corresponding amount. The second item is that we would like to increase the budget for meter replacements in the Water and Sewer Fund by \$16,000. The Public Works Department has tested some meters at our large multi-family apartment complexes and they are not recording low flows. As a result, we need to change to a compound meter which will more accurately record their usage which will increase revenues. Chris Weber will talk about this in more detail.

Agenda Review
Review:

Vincent Pastue **Pending**
City Manager **Pending**
City Council **Pending**

**Farmington City Council
Staff Report**
Council Meeting Date:
May 6, 2013

**Reference
Number
(ID # 1240)**
Submitted by: Vincent Pastue, City Manager

Description: Downtown Development Authority

Requested Action:
Background:

Please find attached for your consideration and approval a proposed budget for the Farmington Downtown Development Authority for the fiscal year beginning July 1, 2013 and ending June 30, 2014.

The Board of Directors reviewed and approved for submission the proposed budgets at its regular meeting on Monday, March 25, 2013.

Please note the following highlights:

- Revenue based on tax increment financing (TIF) is projected to remain steady for the fiscal year, but declines are expected in 2014-2015.
- The Principal Shopping District (PSD) Special Assessment shall remain constant at \$216,000.00.
- A large appropriation is included for all bond debt retirement. The DDA must allocate funds for debt retirement prior to any other expenditure.
- A broad Capital Outlay account will provide funds for physical projects, subject to prioritization and project readiness (such as Farmington Road).
- Revenue collected for rent at 33200 Grand River Avenue will be applied to debt reduction.

I will be attending your regular meeting on Monday, May 6, 2013 to present information about the work plan and the budget in greater detail. If you have specific questions in advance of the meeting, do not hesitate to call me at 248-473-7276.

Agenda Review
Review:

Vincent Pastue Pending
City Manager Pending
City Council Pending

**FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
PROPOSED 2013-2014 BUDGET**

5.B.a

DDA GENERAL FUND AND PSD FUND COST CENTERS

GENERAL FUND COST CENTER (248-000.00-XXX.XX)

REVENUES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
403.001	Property Taxes, Opr Rev	\$ (5,450.84)	\$ -	\$ -
403.007	Property Taxes, TIFA	\$ 311,902.90	\$ 261,000.00	\$ 268,000.00
445.001	Interest, Prop Tax Rev	\$ -	\$ -	\$ -
664.000	Investment Income	\$ 184.20	\$ 200.00	\$ 200.00
669.000	Rental-Lease Income	\$ -	\$ 12,000.00	\$ 48,000.00
671.000	Revenues, Other	\$ 217.20	\$ -	\$ -
698.000	Proceeds from Loan	\$ -	\$ 520,000.00	\$ -
	TOTAL	\$ 306,853.46	\$ 793,200.00	\$ 316,200.00

EXPENDITURES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
706.000	Salaries, Full Time	\$ 63,062.34	\$ 62,000.00	\$ -
707.000	Salaries, Part Time	\$ 24,410.13	\$ 5,000.00	\$ -
709.000	Salaries, Overtime	\$ 1,907.40	\$ -	\$ -
719.000	Fringe Benefits	\$ 4,185.96	\$ 3,200.00	\$ -
720.000	Payment in Lieu of Hosp. Ins.	\$ 3,000.00	\$ 3,000.00	\$ -
720.100	FICA, Employer's Share	\$ 7,287.56	\$ 6,000.00	\$ -
720.900	Contribution, Retiree's Health	\$ -	\$ -	\$ -
727.000	Office Supplies	\$ 2,024.62	\$ 1,500.00	\$ 1,000.00
728.000	Postage, City Meter	\$ 1,540.09	\$ 1,000.00	\$ 1,500.00
728.001	Postage, Other	\$ -	\$ 100.00	\$ 100.00
740.000	Operating Supplies	\$ 90.17	\$ 500.00	\$ 500.00
740.550	Non-Capitalized Assets	\$ -	\$ -	\$ -
801.000	Professional Services	\$ 43,763.91	\$ 20,500.00	\$ 2,500.00
818.000	Contractual Services	\$ 6,000.00	\$ 6,000.00	\$ 66,000.00
853.000	Telecommunications	\$ 1,710.04	\$ 2,500.00	\$ -
860.000	Transportation	\$ 1,276.95	\$ 1,000.00	\$ 1,000.00
941.000	Rentals	\$ 18,271.00	\$ 17,700.00	\$ 8,000.00
943.000	Equipment Rental	\$ 1,932.00	\$ 2,000.00	\$ -
956.000	Miscellaneous Expense	\$ 1,763.77	\$ 500.00	\$ 2,000.00
958.501	Memberships/Subscriptions	\$ 570.00	\$ 1,000.00	\$ 1,000.00
958.502	Prof. Dev./Conferences	\$ 1,111.87	\$ 2,000.00	\$ 2,000.00
967.001	Contingency	\$ -	\$ -	\$ 5,600.00
967.002	Event Shortfall	\$ -	\$ -	\$ 15,000.00
968.000	Depreciation Expense	\$ 13,899.68	\$ -	\$ -
970.000	Capital Outlay	\$ 37,545.00	\$ 160,000.00	\$ 50,000.00
971.000	Capital Outlay, Land	\$ -	\$ 520,000.00	\$ -
990.000	Debt Service	\$ 79,876.26	\$ 92,000.00	\$ 160,000.00
	TOTAL	\$ 315,228.75	\$ 907,500.00	\$ 316,200.00

Attachment: DDABUDGET13-14(proposed) (1240 : Downtown Development Authority)

**FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
PROPOSED 2013-2014 BUDGET**

PSD COST CENTER (248-759.00-XXX.XXX)

REVENUES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
671.000	Revenues, Other	\$ 1,850.00	\$ -	\$ -
672.001	DDA District, Special Assessment	\$ 216,000.00	\$ 216,000.00	\$ 216,000.00
	TOTAL	\$ 217,850.00	\$ 216,000.00	\$ 216,000.00

EXPENDITURES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
706.000	Salaries, Full Time	\$ -	\$ -	\$ -
707.000	Salaries, Part Time	\$ -	\$ -	\$ -
720.100	FICA, Employer's Share	\$ -	\$ -	\$ -
801.000	Professional Services	\$ 6,659.00	\$ -	\$ 10,000.00
801.006	Seasonal Décor & Gardening	\$ 11,922.25	\$ 10,000.00	\$ 10,000.00
880.000	Community Promotions	\$ 17,350.73	\$ 20,500.00	\$ 20,500.00
880.009	Events	\$ -	\$ -	\$ -
880.015	Business Development	\$ 7,355.28	\$ 25,000.00	\$ 10,000.00
880.125	Organization Committee	\$ 13,571.99	\$ 15,500.00	\$ 15,500.00
920.000	Public Utilities	\$ 32,673.54	\$ 25,000.00	\$ 30,000.00
930.000	Repairs & Maintenance	\$ 113,058.97	\$ 120,000.00	\$ 120,000.00
972.000	Capital Outlay, Land	\$ 10,085.00	\$ -	\$ -
	TOTAL	\$ 212,676.76	\$ 216,000.00	\$ 216,000.00

OP + PSD REVENUE GRAND TOTAL

\$ 524,703.46 \$ 1,009,200.00 \$ 532,200.00

OP + PSD EXPENDITURES GRAND TOTAL

\$ 527,905.51 \$ 1,123,500.00 \$ 532,200.00

SPECIAL EVENTS COST CENTERS - See Spreadsheet for Detail

FARMERS MARKET COST CENTER (248-760.00-XXX.XXX)

REVENUES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
All		\$ 44,722.81	\$ 43,000.00	\$ 43,000.00

EXPENDITURES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
All		\$ 42,963.41	\$ 40,960.00	\$ 42,921.30

Attachment: DDABUDGET13-14(proposed) (1240 : Downtown Development Authority)

**FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
PROPOSED 2013-2014 BUDGET**

FOUNDERS FESTIVAL COST CENTER (248-761.00-XXX.XX)

REVENUES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
All		\$ 249,293.37	\$ 241,000.00	\$ 221,000.00

EXPENDITURES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
All		\$ 205,477.98	\$ 227,840.00	\$ 208,302.90

ART ON THE GRAND COST CENTER (248-762.00-XXX.XX)

REVENUES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
All		\$ 20,797.40	\$ 23,500.00	\$ 23,500.00

EXPENDITURES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
All		\$ 43,813.52	\$ 30,685.00	\$ 23,419.75

HARVEST MOON COST CENTER (248-764.00-XXX.XXX) Formerly Special Events

REVENUES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
All		\$ 58,280.50	\$ 39,000.00	\$ 39,500.00

EXPENDITURES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
All		\$ 66,907.84	\$ 38,250.00	\$ 39,491.30

HOLLY DAYS COST CENTER (248-765.00-XXX.XXX) New

REVENUES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
All		\$ -	\$ 4,500.00	\$ 8,000.00

Attachment: DDABUDGET13-14(proposed) (1240 : Downtown Development Authority)

**FARMINGTON DOWNTOWN DEVELOPMENT AUTHORITY
PROPOSED 2013-2014 BUDGET**

EXPENDITURES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
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All \$ - \$ 4,355.00 \$ 7,917.95

RHYTHMZ IN RILEY PARK COST CENTER (248-766.00-XXX.XXX) New

REVENUES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
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All \$ - \$ 10,400.00 \$ 12,400.00

EXPENDITURES

Account Number	DESCRIPTION	Actual 2011-2012	Amended 2012-2013	Proposed 2013-2014
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All \$ - \$ 9,710.00 \$ 11,741.80

EVENTS REVENUE GRAND TOTAL \$ 373,094.08 \$ 361,400.00 \$ 347,400.00

EVENTS EXPENDITURES GRAND TOTAL \$ 359,162.75 \$ 351,800.00 \$ 333,795.00



GRAND TOTALS

REVENUE - ALL COST CENTERS \$ 897,797.54 \$ 1,370,600.00 \$ 879,600.00

EXPENSES - ALL COST CENTERS \$ 887,068.26 \$ 1,475,300.00 \$ 865,995.00

Attachment: DDABUDGET13-14(proposed) (1240 : Downtown Development Authority)

**Farmington City Council
Staff Report****Council Meeting Date:**
May 6, 2013**Reference
Number
(ID # 1246)****Submitted by:** Vincent Pastue, City Manager**Description:** Corridor Improvement Authority**Requested Action:****Background:****Agenda Review****Review:****Vincent Pastue Pending**
City Manager Pending
City Council Pending

CITY OF FARMINGTON
FISCAL YEAR 2013-14 PROPOSED BUDGET

5.C.a

Packet Pg. 15

	FY 2010-11 Actual	FY 2011-12 Actual	FY 2012-13 Amended Budget	FY 2012-13 Projected Budget	FY 2013-14 Manager Proposed
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CORRIDOR IMPROVEMENT AUTHORITY FUND SUMMARY

Beginning Fund Balance	0	0	0	0	60,000
Revenues	0	0	0	60,000	0
Expenditures	0	0	0	0	(60,000)
Ending Fund Balance	0	0	0	60,000	0

Corridor Improvement Authority Fund Revenues

Transfer from General Fund	0	0	0	60,000	0
Total Revenues	0	0	0	60,000	0

Corridor Improvement Authority Fund Expenditures

Professional Services	0	0	0	0	30,000
Contingency	0	0	0	0	30,000
Total Expenditures	0	0	0	0	60,000

**Farmington City Council
Staff Report****Council Meeting Date:**
May 6, 2013**Reference
Number
(ID # 1247)****Submitted by:** Vincent Pastue, City Manager**Description:** Brownfield Redevelopment Authority**Requested Action:****Background:****Agenda Review****Review:****Vincent Pastue Pending**
City Manager Pending
City Council Pending

CITY OF FARMINGTON
FISCAL YEAR 2013-14 PROPOSED BUDGET

	FY 2010-11 <u>Actual</u>	FY 2011-12 <u>Actual</u>	FY 2012-13 <u>Amended Budget</u>	FY 2012-13 <u>Projected Budget</u>	FY 2013-14 <u>Manager Proposed</u>
BROWNFIELD DEVELOPMENT AUTHORITY FUND SUMMARY					
Beginning Fund Balance	7,533	19,338	28,921	28,921	24,841
Revenues	11,805	9,583	2,385	(2,080)	2,325
Expenditures	0	0	(500)	(2,000)	(800)
Ending Fund Balance	19,338	28,921	30,806	24,841	26,366
Brownfield Development Authority Fund Revenues					
Property Taxes					
Property Taxes, Opr, TCF	4,152	2,838	2,370	2,370	2,310
Property Taxes, Opr, Rev	0	0	0	(4,465)	0
Property Taxes, Opr, Flagstar	7,641	6,730	0	0	0
Interest, Property Tax Revisions	0	0	0	0	0
Investment Income	12	15	15	15	15
Total Property Taxes	11,805	9,583	2,385	(2,080)	2,325
Total Revenues	11,805	9,583	2,385	(2,080)	2,325
Brownfield Development Authority Fund Expenditures					
Flagstar					
Contractual Services	0	0	0	0	0
Admin & Overhead	0	0	0	2,000	0
Transfer, Local Site Remediation Fund	0	0	0	0	0
Total Flagstar	0	0	0	2,000	0
TCF					
Contractual Services	0	0	0	0	800
Admin & Overhead	0	0	500	0	0
Total TCF	0	0	500	0	800
Total Expenditures	0	0	500	2,000	800

**Farmington City Council
Staff Report****Council Meeting Date:**
May 6, 2013**Reference
Number
(ID # 1243)****Submitted by:** Vincent Pastue, City Manager**Description:** Discussion - Sale of Old Courthouse Property**Requested Action:****Background:****Agenda Review****Review:**

Vincent Pastue Pending

City Manager Pending

City Council Pending

**Farmington City Council
Staff Report**
Council Meeting Date:
May 6, 2013

**Reference
Number
(ID # 1248)**
Submitted by: Vincent Pastue, City Manager

Description: Discussion - Flanders School Site and Maxfield Training Center

Requested Action:
Background:

The purpose of this agenda item is to discuss collaboration with the Farmington Public Schools regarding the sale of the Flanders School site and the Maxfield Training Center (MTC) in Downtown Farmington. Farmington Public Schools recently completed a study of their future facility needs. Both Flanders and the MTC are not part of their long term plans and will be considering the sale of these two sites.

It is City Administration's recommendation that we submit a proposal to the Farmington Public Schools outlining a collaborative process in which we would be willing to assist them with the sale of these properties. It is our belief that we can maximize the School's financial return on these parcels while simultaneously expanding our tax base with a use that is compatible with the Flanders neighborhood and the Downtown vision. It would be important that the process proceed in an expeditious manner.

With regard to the Flanders site, the City of Farmington Hills should also be part of this collaborative process for a couple of reasons. First, their River Walk residential development is located in the far northeast corner of the Flanders property. Since I would envision allocating one to two acres of the property for a neighborhood park, it makes sense to connect this with their residents. Second, the redevelopment of the site will decommission two baseball fields from an already limited inventory. We will need to work with the Farmington Hills Recreation Department through this process since they program the use of ball fields for the South Farmington baseball and softball leagues.

In order to attract the type of development we want, the City will need to consider economic incentives. As a partner with the Schools, the incentives would likely add value to the land sale.

Economic and Community Development Director Kevin Christiansen will lead this discussion. We will present a draft proposal for the City Council to consider at the meeting.

Agenda Review
Review:

Vincent Pastue Pending
City Manager Pending
City Council Pending