

City of Farmington  
430 Third Street  
Farmington, MN 55024

***Mission Statement***  
*Through teamwork and cooperation,  
the City of Farmington provides quality  
services that preserve our proud past and  
foster a promising future.*

**AGENDA**  
**CITY COUNCIL WORKSHOP**  
**June 13, 2011**  
**6:30 P.M.**

- 1. CALL TO ORDER**
- 2. APPROVE AGENDA**
- 3. DISCUSSION ITEMS**
  - a. Liquor Store Five Year Plan
  - b. Engineering Items
- 4. ADJOURN**

***PUBLIC INFORMATION STATEMENT***

*Council workshops are conducted as an informal work session, all discussions shall be considered fact-finding, hypothetical and unofficial critical thinking exercises, which do not reflect an official public position.*

*Council work session outcomes should not be construed by the attending public and/or reporting media as the articulation of a formal City policy position. Only official Council action normally taken at a regularly scheduled Council meeting should be considered as a formal expression of the City's position on any given matter.*

# **Farmington Liquor Store Five Year Plan**

## **Year One**

### **Preliminary**

- Determine if the City wants to remain in the business
- If not wanting to stay in business then transition to getting out of the liquor business by allowing the leases to expire
- If staying in the business determine if the City wants to continue to lease space or if it should purchase and own space.

### **Leasing Downtown Liquor Store Space**

- If wanting to continue to lease space then negotiate with existing landlord at the downtown liquor store or look for other space to lease in the downtown area
- Approve lease agreement for space prior to May 31, 2012 for downtown store

### **Owning Downtown Liquor Store Space**

- Develop criteria to be met when researching properties to be considered for new liquor store site
- Complete analysis of potential sites for a City liquor store and determine the top three properties based on which properties best meets the criteria
- Narrow focus to the property best meeting criteria and begin negotiation of property
- Approve property acquisition
- Depending on the property acquired, either build new liquor store building or renovate building on purchased property so it functions well as a liquor store
- Before May 31, 2012 notify landlord of downtown liquor stores, the City's intent to not renew lease for the downtown liquor store
- Hire architect to develop plans and specifications for downtown liquor store construction project
- Develop plans and specifications for downtown liquor store construction project
- Approve plans and specs and authorize ad for bid
- Receive bids and award contract
- Issue revenue bonds to cover project costs

## **Year One to Year Two**

- Complete construction project for downtown liquor store
- Move into new downtown store before December 1, 2012

## **Year Two to Year Three**

### **Preliminary**

- Determine if the City wants to lease space or own space for the current Pilot Knob liquor store

## **Leasing Liquor Store Space in North Area of Farmington**

- If wanting to continue to lease space then wait to negotiate with existing landlord until beginning of year four while also completing research on other possible space that may be available to lease in the north area of Farmington

## **Owning Liquor Store Space in North Area of Farmington**

- Develop criteria to be met when researching properties to be considered for new north liquor store site
- Complete analysis of potential sites for a north liquor store and determine the top three properties based on which properties best meets the criteria
- Narrow focus to the property best meeting criteria and begin negotiation of property
- Approve property acquisition
- Depending on the property acquired, either build new north liquor store building or renovate building on purchased property so it functions well as a liquor store
- Hire architect to develop plans and specifications for north store liquor store construction project
- Develop plans and specifications for north liquor store construction project

## **Year Three to Year Four**

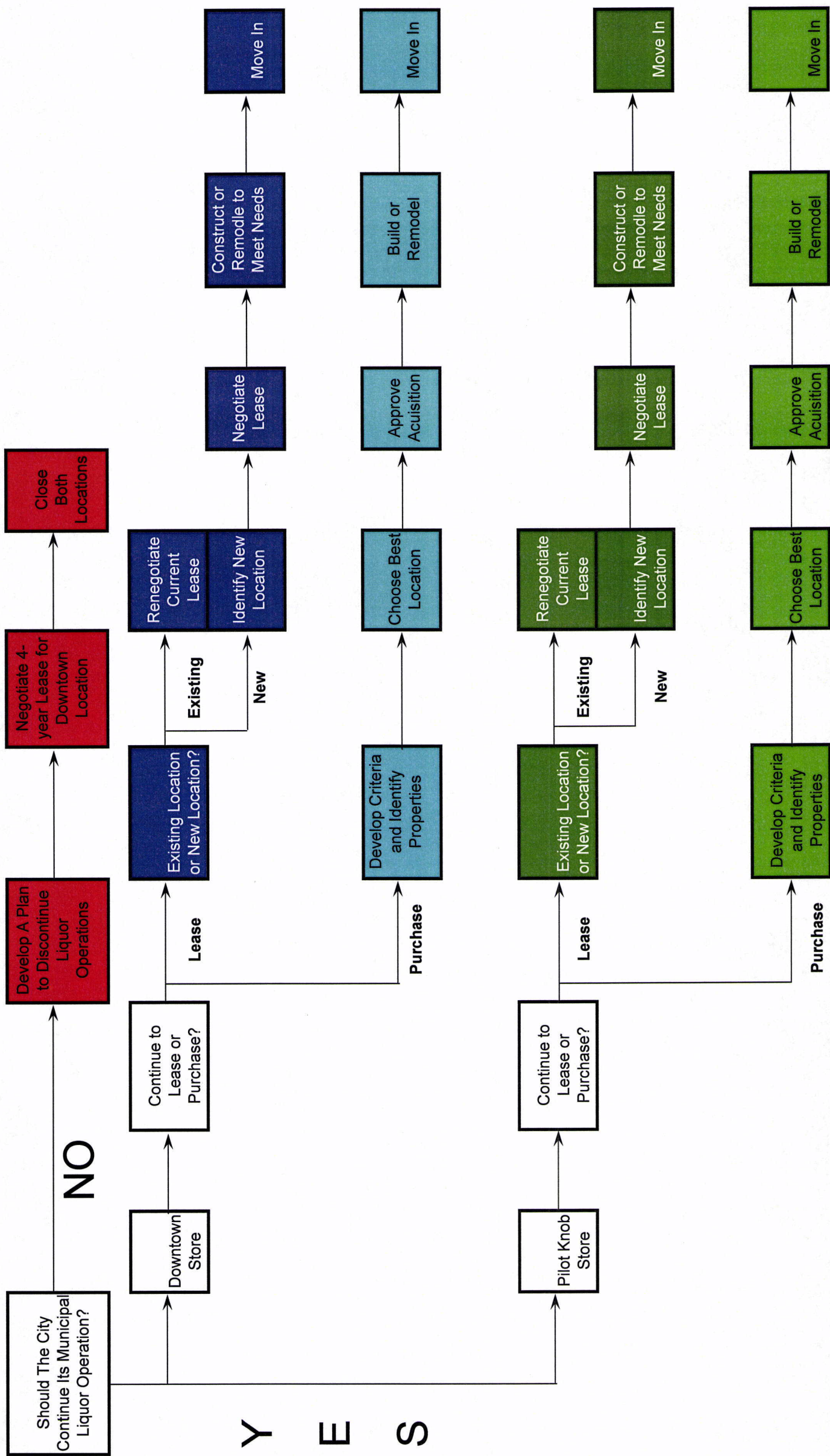
- Approve plans and specs and authorize ad for bid for north store
- Receive bids and award contract
- Issue revenue bonds to cover project costs
- Notify landlord of intent to not renew lease for the Pilot Knob liquor store and that it will expire on December 1, 2016

## **Year Four through Year Five**

- Complete construction project of north liquor store
- Move into new north liquor store before December 1, 2016

## **Desired Site Criteria to Meet If City Wishes to Purchase and Own Liquor Store Property**

- Immediately adjacent to road/street/highway that has a traffic count of at least 7,500 vehicles per day
- Has existing parking or has space to include parking
- Has existing building of at least 5,000 square feet that could be renovated as a liquor store or has the capability of allowing the construction of a building of at least 5,000 square feet
- On the corner of a full intersection with higher preference given for either a fully controlled intersection or partially controlled intersection
- Existing parking lot has at least two access points or if the site does not have a parking lot there is capability of building two access points to a future parking lot
- Property is currently zoned for commercial use



TIMELINE:

Year	2011	2012	2013	2014	2015	2016
Discontinue Ops.						
Re-Lease DT						
Purchase DT						
Re-Lease PK						
Purchase PK						