



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item Number: 4

Title: Recommendation to Approve a Proposal for a New Class E-1 Temporary Liquor License for St. John Neumann’s Church for May 20, 2023

Presenter: Police Chief Keegan

Meeting: Liquor Control Commission **Date:** May 15, 2023

Proposed Cost: N/A Budgeted Amount: \$ Not Budgeted:

Executive Summary *(if not budgeted please explain):*

Due to the timing of this event, this item is going directly to City Council for approval.

This is an application request for a Class E-1 Temporary Liquor License, authorizing dispensing beer on St. John Neumann’s Church property located at 2900 E. Main St., as indicated on the proposed site plan. This temporary license is requested for a single, one-day event, to be held on Saturday, May 20, 2023 from 5 – 8 p.m.

PLEASE NOTE: this special event is being recommended for approval with the caveat that all approvals are contingent upon any governmental sanctions regarding public gatherings, social distancing, etc., pertaining to COVID-19.

Attachments *(please list):*

E-1 Liquor License Application; Site Plan

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a proposal for a new Class E-1 Temporary Liquor License for St. John Neumann’s Church on Saturday, May 20, 2023.

For Office Use
 Received:
 Fee Paid: \$
 Receipt #

NON-REFUNDABLE
CITY OF ST. CHARLES
 TWO EAST MAIN STREET[†]
 ST. CHARLES, ILLINOIS 60174-1984



CITY LIQUOR DEALER LICENSE APPLICATION
CLASS E1 – NOT-FOR-PROFIT LICENSE
CLASS E3 – KANE COUNTY FAIR

Pursuant to the provisions of Chapter 5.08, Alcoholic Beverages, of the City of St. Charles Municipal Code regulating the sale of alcoholic liquors in the City of St. Charles, State of Illinois and all amendments thereto now in force and effect.

The undersigned hereby makes application for a Liquor Dealer License, Class E1 – Not-For-Profit License or E3 – Kane County Fair
 Commencing May 20, 2023 and ending May 20, 2023
 Time Starting 5:00pm and ending 8:00pm
 Location of Event St John Neumann Church, 2900 E Main Street, St Charles 60174

Name of Business St John Neumann Church
 Address of Business 2900 E Main St Business Phone 630-377-2797
 Is the Applicant a Not-For-Profit Organization? yes
 Authorized Agent Diocese of Rockford - Becky KOWALSKI Title BUSINESS MANAGER
 Has Applicant had a Class E1 License in the previous 365 days? no . If YES, on what date:
 Does Applicant have Dram Shop Insurance? no . If YES, attach evidence of insurance.

Requirements of a Class E1 / E3 – Not-For-Profit License

1. The Class E1 license fee is \$50.00 per day.
2. A minimum of three (3) liquor supervisors shall monitor liquor service during all times of operation. **Please provide a list of all supervisors with this application.**
3. Liquor supervisors shall be members of the organization holding the license.
4. Beer and/or Wine are the only alcoholic beverages to be sold.
5. Hours are restricted to 12 noon to 11:00 p.m.
6. Licensee must rope/fence off the licensed premises.
7. Are children/minors permitted in the licensed premises? (Y)N
8. Each patron must wear a wristband after having identification checked for legal alcohol consumption age.
9. A sign limited beer and/or wine consumption to the roped off area must be conspicuously displayed at all times.
10. **Each server of alcohol must be BASSET certified – need copy of BASSET certification.**
11. A copy of site plan diagram to include roped area shall accompany this application.
12. All security/police resources needed shall be attached to this application with approval of the Chief of Police before final issuance by Liquor Commissioner.

Affidavit

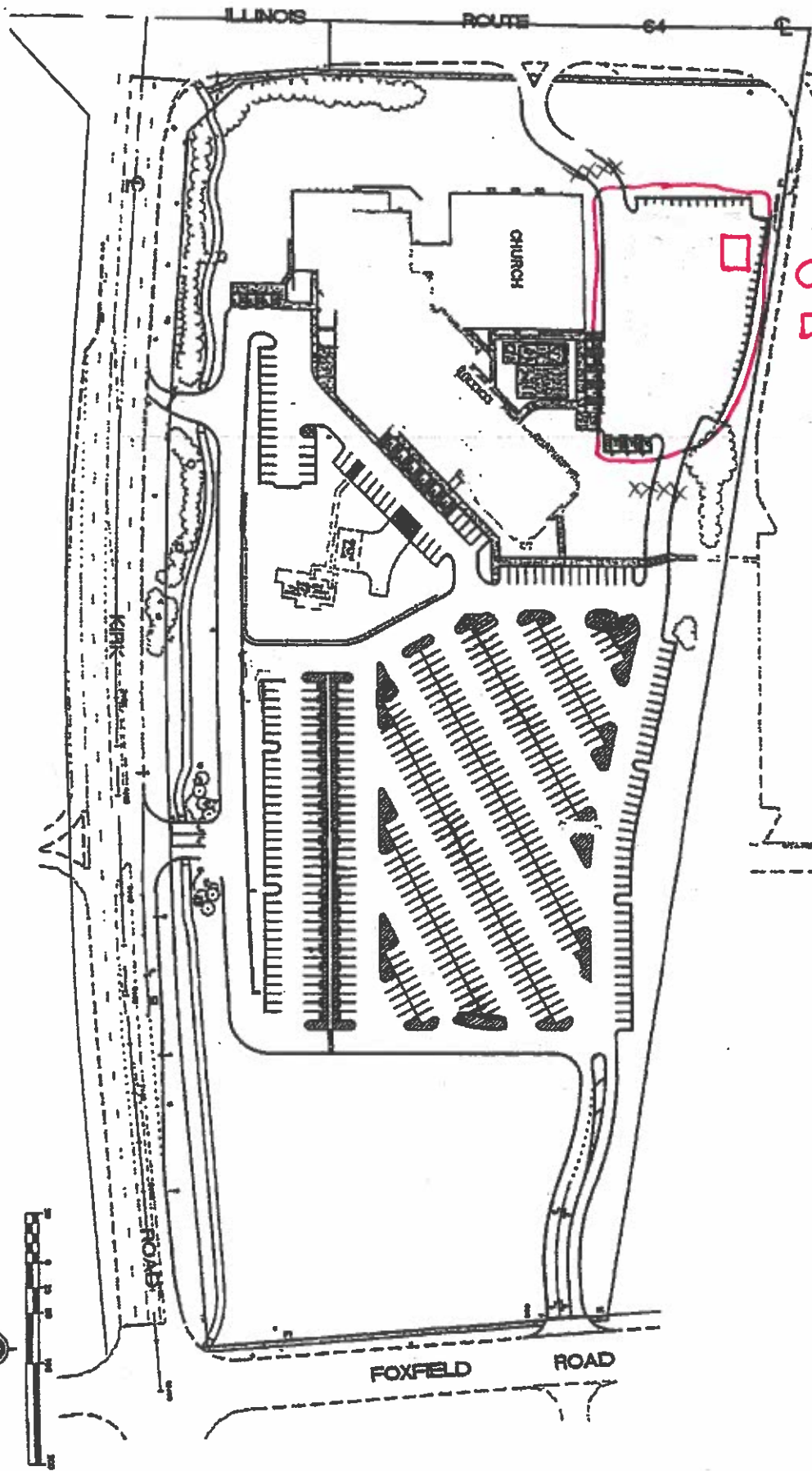
State of Illinois)
 County of Kane)

I/We, the undersigned, being first duly sworn, say that I/we have read the foregoing application and that the statements therein are true, complete, and correct and are upon my/our personal knowledge and information and are made for the purpose of inducing the City of St. Charles to issue the Liquor Dealer License, Class E1 to me/us for the location hereinbefore indicated; that I/we will not violate any of the laws of the United States, the State of Illinois or the City Ordinances of the City of St. Charles.

Signed: Becky Kowalski Signed: Tracey R Conti
 Sworn to before me this 19th day of April, 2023
 Notary Public Tracey R Conti



ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER
 Approved: _____ Date: 4/20/23 Chief of Police: James T. [Signature]
 Approved: _____ Date: _____ Liquor Commissioner: _____



- Location of the Festival
- Beer Tent

Supervisors
 Becky Kowalski
 Heidi Lanber
 Mark Restaino

TEMPORARY BASSET CARD

This document certifies that

ANNETTE GARRISON

has successfully completed the BASSET On The Fly
OFF-PREMISE BASSET certification course

CERTIFICATE #/STUDENT ID: 14570

ISSUE DATE: 04/13/2023



DUSTIN MEYERS

*PER ILCC RULES, THIS TEMPORARY BASSET CARD IS VALID FOR 30 DAYS

BASSET ON THE FLY

2626 Cole Ave, Suite 300 #512, Dallas, TX 75204 | 312-366-3383 | support@bassetonthe-fly.com
Licensed by the Illinois Liquor Control Commission (ILCC). License #5A-1141597.

BASSET ON THE FLY

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312-366-3383

support@bassetonthe-fly.com
www.bassetonthe-fly.com

Per ILCC rules, this temporary BASSET card is valid for 30 days only. Your official 3-year BASSET card will be mailed by the Illinois Liquor Control Commission (ILCC).

Within 10 days of issuance, this certification should appear in the Illinois Liquor Control Commission's online database at www.ilcc.illinois.gov. If not, please contact us.