

**AGENDA
CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
ALD. MAUREEN LEWIS, CHAIR
TUESDAY, FEBRUARY 18, 2020
IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET**

1. Call to Order

2. Roll Call

3. Administrative

- a. Fuel Tax Receipts December 2019 – Information Only
- b. Video Gaming Statistics January 2020 – Information Only

4. Omnibus Vote

Items with an asterisk (*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.

5. Police Department

- a. Recommendation to approve a Proposal for a new Class G1 Liquor License Application as well as a 2 am Late Night Permit for Mad Ape, LLC dba Alter Brewing Company, located at 12 S. First Street, St. Charles.
- b. Recommendation to approve a Proposal for a new Class E1 Liquor License Application for Project Mobility for a Long Table special event to be held on July 11, 2020.
- c. Recommendation to approve a Proposal for a new Class C1 Liquor License Application as well as a 1 am Late Night Permit for El Elle Sea, LLC dba Ed's Basement, located at 219 W Main Street, St. Charles.
- d. Recommendation to approve a Proposal for a new Class B1 Liquor License for Osteria Trulli, located at 210 Cedar Street, St. Charles.
- e. Recommendation to approve a Proposal for a new Class B1 Liquor License Application for Southern Café, located at 1590 E Main Street, St. Charles.

6. Finance Department

- a. Funding request Presentation from the St. Charles Business Alliance in the Amount of \$698,000 for Fiscal Year 2020-2021.

7. Additional Items from Mayor, Council, Staff, or Citizens.

8. Executive Session

- Personnel – 5 ILCS 120/2(c)(1)
- Pending Litigation – 5 ILCS 120/2(c)(11)
- Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
- Property Acquisition – 5 ILCS 120/2(c)(5)
- Collective Bargaining – 5 ILCS 120/2(c)(2)
- Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

9. Adjournment

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TDD), or via e-mail at jmcmahon@stcharlesil.gov.

Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 3a

Title:

City of St. Charles Fuel Tax Receipts December, 2019 – Information Only

Presenter:

Chris Minick, Director of Finance

Meeting: Government Operations Committee

Date: February 18, 2020

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted: **Executive Summary** *(if not budgeted please explain):***Attachments** *(please list):*

FY 19/20 City of St. Charles Local Fuel Tax Receipts – December 2019

Recommendation/Suggested Action *(briefly explain):*

None – For Information Only

**City of St. Charles
Local Fuel Tax Receipts
Fiscal Year 2019-2020**

LIABILITY PERIOD	PAYMENT RECEIVED	TOTAL REVENUE RECEIVED
May-19	June-19	\$ 42,299.33
June-19	July-19	\$ 42,043.16
July-19	August-19	\$ 40,732.23
August-19	September-19	\$ 38,158.87
September-19	October-19	\$ 38,493.78
October-19	November-19	\$ 41,543.45
November-19	December-19	\$ 40,258.14
December-19	January-20	\$ 41,301.65
January-20	February-20	\$ -
February-20	March-20	\$ -
March-20	April-20	\$ -
April-20	May-20	\$ -
TOTALS		\$ 324,830.61

The local fuel tax rate is two cents per gallon (\$0.02/gallon) and applies to motor fuel retail purchases within the City of St. Charles.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 3b

Title: Video Gaming Statistics – Information Only
Presenter: Jim Keegan, Chief of Police

Meeting: Government Operations Committee Date: February 18, 2020

Proposed Cost: \$ Budgeted Amount: \$ Not Budgeted:

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

Latest statistics on video gaming and what businesses have been approved by the state and city staff of the St. Charles Police Department, pending applications into the state for approval, and January 2012 – January 2020 report for St. Charles Video Gaming Revenue as of January 2020.

Attachments *(please list):*

- Table – Current Licensed Video Gaming Establishments/Pending Applicants
- Illinois Gaming Board Video Gaming Report – January 2012 – January 2020
- Illinois Gaming Board Video Gaming Report - January 2020

Recommendation/Suggested Action *(briefly explain):*

None – For Information Only

City of St. Charles
Video Gaming Statistics
January, 2020

LICENSED ESTABLISHMENTS	CORPORATION NAME	ADDRESS	
Alexanders Café	Alexanders Café, Inc.	1650 W. Main St.	St. Charles
Alibi Bar & Grill	Alibi Bar & Grill, Ltd.	12 N. 3rd St.	St. Charles
Alley 64	Alley 64, Inc.	212 W. Main St.	St. Charles
Arcada Theatre	Onesti Entertainment Corp.	105 E Main St.	St. Charles
Rookies	BK & MM Ventures, LLC	1545 W. Main St.	St. Charles
Crazy Fox	Crazy Fox, LLC	104 E Main St	St. Charles
Dawn's Beach Hut	Dawn's Café, LTD	8 N Third St.	St. Charles
Main Street Pub	Main Street Pub	204 W Main St	St. Charles
The Filling Station	Health Nuts, Ltd.	300 W Main St.	St. Charles
St. Charles Bowl	LA Manson Corp.	2520 W Main St	St. Charles
Second Street Bar & Grill	Mark VII Hospitality, Ltd.	221 S. 2nd Street	St. Charles
Brown's Chicken	NLHM, Inc.	1910 Lincoln Highway	St. Charles
The Evergreen Pub & Grill	Northwoods Pub and Grill, LLC	1400 W Main St	St. Charles
R House	SCMC Enterprises, Inc.	214 W Main Street	St. Charles
Riverside Pizza & Pub	Riverside Pizza, Inc.	102 E Main St	St. Charles
Spotted Fox Ale House	St. Charles Sports LLC	3615 E. Main St.	St. Charles
Tap House Grill	Tap House Grill St. Charles, LLC	3341 W Main St.	St. Charles
St. Charles Moose Lodge 1368	St Charles Moose Lodge 1368	2250 W Rt. 38	St. Charles
PENDING ESTABLISHMENTS	CORPORATION NAME	ADDRESS	
Yummy Place	Yummy Place Burrito Los Asaderos, Inc.	2400 E. Main Street	St. Charles
Throwbacks Sports Bar	Jay's & N Inc.	1890 W Main Street	St. Charles

**ILLINOIS GAMING BOARD
VIDEO GAMING REPORT**

St. Charles

January 2020

2/13/2020

4:57 pm

Municipality	Establishment	License Number	VGT Count	VGT Wagering Activity			VGT Income			VGT Tax Distribution			
				Amount Played	Amount Won	Net Wagering Activity	Funds In	Funds Out	Net Terminal Income	NTI Tax	State Share	Municipality Share	
St. Charles	ALIBI BAR & GRILL LTD.	150704430	5	\$18,921.49	\$17,739.22	\$1,182.27	\$5,814.00	\$4,631.73	\$1,182.27	\$390.14	\$331.02	\$59.12	
St. Charles	Alley 64, INC.	160702383	5	\$524,352.92	\$495,325.99	\$29,026.93	\$179,064.00	\$150,037.07	\$29,026.93	\$9,578.88	\$8,127.54	\$1,451.34	
St. Charles	BK & MM VENTURES LLC	160702415	5	\$421,370.14	\$385,234.14	\$36,136.00	\$141,522.00	\$105,386.00	\$36,136.00	\$11,924.89	\$10,118.09	\$1,806.80	
St. Charles	CRAZY FOX, LLC	170701805	4	\$119,721.52	\$110,941.80	\$8,779.72	\$31,394.00	\$22,614.28	\$8,779.72	\$2,897.29	\$2,458.30	\$438.99	
St. Charles	DAWN'S CAFE, LTD.	160702454	2	\$7,900.59	\$7,713.35	\$187.24	\$3,257.00	\$3,069.73	\$187.27	\$61.79	\$52.43	\$9.36	
St. Charles	HDF Entertainment, LLC	180702511	5	\$122,036.65	\$107,982.15	\$14,054.50	\$44,965.00	\$30,910.38	\$14,054.62	\$4,638.04	\$3,935.31	\$702.73	
St. Charles	HEALTH NUTS, LTD.	180702391	5	\$102,518.77	\$99,598.08	\$2,920.69	\$36,449.00	\$33,528.31	\$2,920.69	\$963.84	\$817.80	\$146.04	
St. Charles	L. A. MANSON CORPORATION	160703156	5	\$195,860.19	\$189,522.31	\$6,337.88	\$70,162.00	\$63,824.12	\$6,337.88	\$2,091.50	\$1,774.60	\$316.90	
St. Charles	MARK VII HOSPITALITY LIMITED	170702225	5	\$560,968.25	\$513,990.47	\$46,977.78	\$163,912.00	\$116,934.22	\$46,977.78	\$15,502.68	\$13,153.79	\$2,348.89	
St. Charles	NLHM Inc.	160702847	4	\$149,446.71	\$135,900.41	\$13,546.30	\$41,699.00	\$28,152.70	\$13,546.30	\$4,470.25	\$3,792.94	\$677.31	
St. Charles	Northwoods Pub & Grill Inc.	160702493	5	\$285,973.06	\$253,142.02	\$32,831.04	\$98,697.00	\$65,865.96	\$32,831.04	\$10,834.30	\$9,192.74	\$1,641.56	
St. Charles	Riverside Pizza, Inc.	160702553	4	\$232,075.95	\$212,070.59	\$20,005.36	\$78,231.00	\$58,225.89	\$20,005.11	\$6,601.62	\$5,601.37	\$1,000.25	
St. Charles	SAINT CHARLES SPORTS, LLC	160702605	5	\$348,996.72	\$320,449.62	\$28,547.10	\$97,872.00	\$69,324.59	\$28,547.41	\$9,420.67	\$7,993.29	\$1,427.38	
St. Charles	St. Charles Lodge No. 1368, Loyal Order of Moose	160802392	5	\$151,156.83	\$140,244.60	\$10,912.23	\$50,779.00	\$39,866.77	\$10,912.23	\$3,601.02	\$3,055.41	\$545.61	
St. Charles	TAP HOUSE GRILL ST. CHARLES, LLC	170702248	5	\$267,933.04	\$248,306.00	\$19,627.04	\$79,890.00	\$60,261.11	\$19,628.89	\$6,477.60	\$5,496.14	\$981.46	
REPORT TOTAL:			15 Establishments	69	\$3,509,232.83	\$3,238,160.75	\$271,072.08	\$1,123,707.00	\$852,632.86	\$271,074.14	\$89,454.51	\$75,900.77	\$13,553.74

**ILLINOIS GAMING BOARD
VIDEO GAMING REPORT**

St. Charles

January 2012 - January 2020

2/13/2020

4:58 pm

Municipality	Establishment	License Number	VGT Count	VGT Wagering Activity			VGT Income			VGT Tax Distribution				
				Amount Played	Amount Won	Net Wagering Activity	Funds In	Funds Out	Net Terminal Income	NTI Tax	State Share	Municipality Share		
St. Charles	A'Salute' Inc.	160702452	2	\$2,091,601.88	\$1,923,949.67	\$167,652.21	\$577,279.00	\$409,626.79	\$167,652.21	\$50,296.35	\$41,913.65	\$8,382.70		
St. Charles	ALIBI BAR & GRILL LTD.	150704430	5	\$422,561.21	\$386,979.10	\$35,582.11	\$150,152.00	\$114,569.89	\$35,582.11	\$10,944.84	\$9,173.66	\$1,771.18		
St. Charles	Alley 64, INC.	160702383	5	\$20,392,466.73	\$18,918,669.80	\$1,473,796.93	\$7,136,400.00	\$5,662,528.82	\$1,473,871.18	\$449,642.66	\$375,948.87	\$73,693.79		
St. Charles	BK & MM VENTURES LLC	160702415	5	\$16,138,385.04	\$14,882,545.03	\$1,255,840.01	\$4,852,369.00	\$3,596,447.75	\$1,255,921.25	\$383,919.94	\$321,123.69	\$62,796.25		
St. Charles	CRAZY FOX, LLC	170701805	4	\$2,054,570.57	\$1,853,317.43	\$201,253.14	\$635,849.00	\$434,595.86	\$201,253.14	\$63,125.84	\$53,063.14	\$10,062.70		
St. Charles	DAWN'S CAFE, LTD.	160702454	2	\$894,992.52	\$817,528.86	\$77,463.66	\$288,561.00	\$211,095.96	\$77,465.04	\$23,522.35	\$19,649.05	\$3,873.30		
St. Charles	DAWN'S VOODOO ROOM, LTD.	170702226	3	\$131,639.05	\$114,092.97	\$17,546.08	\$48,098.00	\$30,551.92	\$17,546.08	\$5,263.94	\$4,386.62	\$877.32		
St. Charles	GOLREN ENTERPRISES, INC.	160703386	5	\$2,363,441.27	\$2,169,177.13	\$194,264.14	\$822,559.00	\$628,294.86	\$194,264.14	\$58,279.92	\$48,566.66	\$9,713.26		
St. Charles	HDF Entertainment, LLC	180702511	5	\$887,314.00	\$810,788.63	\$76,525.37	\$329,020.00	\$252,494.48	\$76,525.52	\$24,651.38	\$20,825.12	\$3,826.26		
St. Charles	HEALTH NUTS, LTD.	180702391	5	\$1,534,302.34	\$1,408,330.42	\$125,971.92	\$589,022.00	\$463,050.08	\$125,971.92	\$39,191.90	\$32,893.22	\$6,298.68		
St. Charles	KILLOUGH LLC	160702650	4	\$323,128.13	\$297,527.05	\$25,601.08	\$127,669.00	\$102,067.92	\$25,601.08	\$7,680.48	\$6,400.40	\$1,280.08		
St. Charles	L. A. MANSON CORPORATION	160703156	5	\$4,648,231.38	\$4,248,549.14	\$399,682.24	\$1,412,490.00	\$1,012,807.76	\$399,682.24	\$121,764.72	\$101,780.39	\$19,984.33		
St. Charles	MARK VII HOSPITALITY LIMITED	170702225	5	\$12,284,681.05	\$11,360,695.08	\$923,985.97	\$3,596,784.00	\$2,672,771.53	\$924,012.47	\$286,556.05	\$240,355.30	\$46,200.75		
St. Charles	NLHM Inc.	160702847	4	\$3,357,463.60	\$3,093,327.51	\$264,136.09	\$897,452.00	\$633,315.91	\$264,136.09	\$81,478.72	\$68,271.77	\$13,206.95		
St. Charles	Northwoods Pub & Grill Inc.	160702493	5	\$12,763,298.81	\$11,679,934.70	\$1,083,364.11	\$4,263,513.00	\$3,180,148.89	\$1,083,364.11	\$330,703.02	\$276,534.65	\$54,168.37		
St. Charles	Panman, LLC	160703257	5	\$20,167.79	\$17,246.68	\$2,921.11	\$8,129.00	\$5,207.89	\$2,921.11	\$876.43	\$730.36	\$146.07		
St. Charles	Pub 47 St Charles Inc.	180700422	5	\$451,127.23	\$407,893.79	\$43,233.44	\$150,077.00	\$106,843.56	\$43,233.44	\$12,970.29	\$10,808.58	\$2,161.71		
St. Charles	Ram Restaurant Group Inc.,	180700820	5	\$332,529.45	\$302,216.78	\$30,312.67	\$121,311.00	\$90,998.02	\$30,312.98	\$9,094.21	\$7,578.51	\$1,515.70		
St. Charles	Riverside Pizza, Inc.	160702553	4	\$6,654,773.34	\$6,102,722.90	\$552,050.44	\$2,240,928.00	\$1,688,648.50	\$552,279.50	\$170,284.18	\$142,670.12	\$27,614.06		
St. Charles	SAINT CHARLES SPORTS, LLC	160702605	5	\$9,689,591.39	\$8,936,819.49	\$752,771.90	\$2,836,728.00	\$2,083,954.59	\$752,773.41	\$231,549.66	\$193,910.88	\$37,638.78		
St. Charles	St. Charles Lodge No. 1368, Loyal Order of Moose	160802392	5	\$6,045,364.46	\$5,496,030.82	\$549,333.64	\$2,044,767.00	\$1,495,433.36	\$549,333.64	\$167,261.38	\$139,794.45	\$27,466.93		
St. Charles	TAP HOUSE GRILL ST. CHARLES, LLC	170702248	5	\$4,262,918.87	\$3,948,444.22	\$314,474.65	\$1,320,609.00	\$1,006,132.35	\$314,476.65	\$98,061.12	\$82,337.10	\$15,724.02		
REPORT TOTAL:				22 Establishments	98	\$107,744,550.11	\$99,176,787.20	\$8,567,762.91	\$34,449,766.00	\$25,881,586.69	\$8,568,179.31	\$2,627,119.38	\$2,198,716.19	\$428,403.19

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5a

Title:	Recommendation to approve a Proposal for a G1 Liquor License Application, as well as a 2 a.m. Late Night Permit for Alter Brewing, Located at 12 S. 1 st St., St. Charles.
Presenter:	Police Chief James Keegan

Meeting: Government Operations Committee

Date: February 18, 2020

Proposed Cost: \$

Budgeted Amount: \$

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

Alter Brewing intends to operate a brewery and kitchen on the north end of the first floor of the newest 1st Street building; adjacent to the East Plaza and Fox River.

The applicants own and operate another brewery in Downers Grove.

Pursuant to this item being presented at the Government Operations Committee Meeting on February 18, 2020 to seek approval; it will be brought before the Liquor Control Commission at a meeting scheduled for 3:00 pm, the same day, to process and move it forward to this Committee. This item will then continue on to the City Council Meeting scheduled on March 2, 2020 for final approval.

Attachments *(please list):*

Summary, Liquor License Application, Certificate of Insurance, BASSET Information, Floor Plan, Business Plan, Menu

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a proposal for a G1 Liquor License application and 2 a.m. Late Night permit for Alter Brewing, located at 12 S. 1st St., St. Charles.



Memo

Date: 1/30/2020

To: The Honorable Ray Rogina, Mayor-Liquor Commissioner

From: James Keegan, Chief of Police *J. Keegan*

Re: Background Investigation- G-1 Liquor License for Alter Brewing (Mad Ape LLC)
located at 12 S. 1st Street (2am Permit)

The purpose of this memorandum is to document and forward to your attention the results of the background investigation conducted by members of the St. Charles Police Department concerning the above mentioned establishment.

Alter Brewing, located at 12 S. 1st Street intends to open and operate a brewery/kitchen at the new 5-story building on 1st Street; adjacent to the East Plaza and the Fox River.

We have been in discussions with the applicants for the better part of the last year and they have vetted their concept and operations with both the police department, the State of Illinois Liquor Control Commission and our Economic and Community Development Department. Although the build-out continues with a May 2020 target date, the floor plan/patio, the business plan/menu and the corresponding application materials were found to be thorough and accurate.

Alter will join four other breweries already operational in St. Charles and additionally owns and operates another brewery in Downers Grove.

We found nothing of a derogatory nature that would preclude either the site location or the applicant with from moving forward with operations, on-site consumption and packaged/novelty sales. They are applying for a class G-1 license (with a 2am permit).

I would suggest that the issuance of a liquor license be contingent on the issuance of an occupancy permit and the approval of all permitting issues with the City.

Please see the attached material for further information.

Thank you in advance for your consideration in this matter.

LIQUOR APPLICANT BACKGROUND CHECKLIST



APPLICANT(S): DAVID YOB

BUSINESS: MAD APE LLC DBA ALTER BREWING

ADDRESS: 12 S. 1ST ST. SAINT CHARLES, IL 60174

	REQUESTED	COMPLETED
APPLICATION	_____	___ ✓ ___
BUSINESS PLAN/FLOOR PLAN/MENU	_____	___ ✓ ___
LEASE (OR LETTER OF INTENT)	_____	___ ✓ ___
BASSET CERTIFICATE(S)	_____	___ ✓ ___
FINGERPRINTS (<u>ALL</u> MANAGERS)	_____	___ ✓ ___
DRAM SHOP (CERTIFICATE OF INSURANCE)	_____	___ ✓ ___
TLO	_____	___ ✓ ___
I-CLEAR	_____	___ ✓ ___
CERTIFICATE OF NATURALIZATION (IF APPLICABLE)	___ N/A ___	___ N/A ___
POLICE RECORDS CHECK	_____	___ ✓ ___
APPLICANT'S HOMETOWN RESIDENCY LETTER	_____	___ ✓ ___
ILLINOIS LIQUOR COMMISSION	_____	___ ✓ ___
SITE VISIT	_____	___ ✓ ___

INVESTIGATOR ASSIGNED: *John Losurdo* 364 Detective Losurdo #364

SUPERVISOR REVIEW: *Erin Majewski* #317



Memo

To: Commander Eric Majewski
From: Detective John Losurdo
Re: Liquor License Background: Alter Brewing (Mad Ape LLC) – License Class: G1 +
2AM Late Night Permit

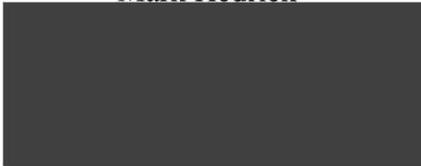
Applicant

David T. Yob



Head of Brewery Operations

Mark Hedrick



General Manager

Bart G. Vivian



President/Head of Operations

Kenneth S. Henricks



Application

This application was received on, or around, 01/07/2020. The application appears to be complete including signed releases, Certificate of Insurance, and floor plans.

Mark Hedrick, Bart Vivian, and Kenneth Henricks hold valid BASSET Certifications which are included in the application.

Records Checks

David Yob was fingerprinted on 01/14/2020. Responses from both the FBI and Illinois Bureau of Identification show nothing that would cause the license to be denied.

Mark Hedrick was fingerprinted on 01/14/2020. Responses from both the FBI and Illinois Bureau of Identification show nothing that would cause the license to be denied.

Service, Courage, Professionalism, Dedication



Bart Vivian was fingerprinted on 01/21/2020. Responses from both the FBI and Illinois Bureau of Identification show nothing that would cause the license to be denied.

Kenneth Henricks was fingerprinted on 01/20/2020. Responses from both the FBI and Illinois Bureau of Identification show nothing that would cause the license to be denied.

Douglas Walksler was fingerprinted on 01/15/2020. Responses from both the FBI and Illinois Bureau of Identification show nothing that would cause the license to be denied. Walksler was required to be fingerprinted due to him being an owner of over 5% in the company but will not have anything to do with the operations of Alter Brewing.

Peter Kosanovich was fingerprinted on 01/15/2020. Responses from both the FBI and Illinois Bureau of Identification show nothing that would cause the license to be denied. Kosanovich was required to be fingerprinted due to him being an owner of over 5% in the company but will not have anything to do with the operations of Alter Brewing.

A check of Kane, DuPage, Lake, and Cook County court records showed no contacts for David Yob, Mark Hedrick, Bart Vivian, or Kenneth Henricks. Mad Ape LLC / Alter Brewing Company had a case in DuPage County against a Michel Sharritt (19SC3287) but that case is now closed. I looked up this case through the DuPage County Circuit Clerk's office and discovered the case was in reference to a failure to pay for goods and services rendered.

A check of the Illinois Liquor Control Commission showed current active licenses for David Yob and Mark Hedrick to Mad Ape LLC / Alter Brewing LLC out of Downers Grove. I contacted the Liquor Commission of Downers Grove and was informed that they have had zero issues with Alter brewing since they came to Downers Grove. Alter Brewing has had a license in their village since 2015 in which a specific license was created just for them in which consumption was allowed on the premises without food being served. The Commission was hesitant to allow for such a license so restrictions were placed upon Alter Brewing. After no problem arose, the restrictions were lifted. Additionally, Alter Brewing has passed all four control buy checks that they have been subjected to and they always pay their licensing fee on time if not early.

David Yob currently resides in Glen Ellyn. Records from Glen Ellyn Police Department showed no contacts that would preclude them from obtaining a liquor license from the city. A check of TLO and I-Clear (law enforcement databases) showed the information concerning the identity of David Yob to be accurate and no areas of concern were noted.

Mark Hedrick currently resides in Lisle. Records from Lisle Police Department showed no contacts that would preclude them from obtaining a liquor license from the city. A check of TLO and I-Clear (law enforcement databases) showed the information

concerning the identity of Mark Hedrick to be accurate and no areas of concern were noted.

Bart Vivian currently resides in Barrington. Records from Barrington Police Department showed no contacts that would preclude them from obtaining a liquor license from the city. A check of TLO and I-Clear (law enforcement databases) showed the information concerning the identity of Bart Vivian to be accurate and no areas of concern were noted.

Kenneth Henricks currently resides in Chicago. Records from Chicago Police Department showed no contacts that would preclude them from obtaining a liquor license from the city. A check of TLO and I-Clear (law enforcement databases) showed the information concerning the identity of Kenneth Henricks to be accurate and no areas of concern were noted.

A Check of the Illinois Secretary of State showed both Made Ape LLC and Alter Brewing Company to be in good standing.

Interview with Applicant

On 01/28/2020 at approximately 0900 hours I met with David Yob at the job site for Alter Brewing. I provided Yob with all meeting dates he is to attend in reference to his application for a liquor license. Yob did not have any questions for me but informed he plans to open Alter Brewing for business in May 2020. Yob stated that unlike the Alter Brewing in Downers Grove, the Alter Brewing in Saint Charles will also serve food and he believes the business will be a huge success. Yob desires to bring Alter Brewing to Saint Charles because of the very attractive downtown area that he believes Alter Brewing will be a unique establishment that will complement the city.

Site Visit

On 01/28/2020 I visited the site for Alter Brewing. The building was still under construction But I found the business layout to be very similar to the floor plan provided with the application.

This concludes my background investigation of Alter Brewing (Mad Ape LLC).

Respectfully,



Detective John Losurdo #364

City of St. Charles Illinois Liquor Control Commissioner
 CITY RETAIL LIQUOR DEALER LICENSE APPLICATION
 APPLICATION FEE IS NON-REFUNDABLE



Incomplete applications will not be accepted.
 Completed applications may be submitted to:
 Two East Main Street, St. Charles, IL 60174-1984

Date Application Received: 1-7-2020 New Application Renewal Application License Class: G1
 Business Name: Mad Axe LLC dba After Brewing Co

APPLICATION CHECKLIST

Check Items to confirm all are attached to this application	Applicant	Office Use Only
Application Fee	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Completed Application for all questions applicable to your business.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Lease/Proof of Ownership	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Dram Shop Insurance or a letter from insurance agent with a proposed quote.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Articles of Corporation, if applicable.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Completed B.A.S.S.E.T. (Beverage Alcohol Sellers & Servers Training) form – filled out for all employees. A copy of the B.A.S.S.E.T. certificate is only needed for each manager. It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for all of their employees.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Site Plan for Establishment (Drawn to scale including the parking lot, patio and/or deck, outdoor seating).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Floor Plan for Establishment (Drawn to scale and must include the layout of the establishment with tables, chairs, aisles, displays, cash register, bar, and lounge area with dimensions, percentage, and square footage noted for each space). Be sure to also include all fixed objects, such as pool tables, bar stools, vending/amusement machines; as well as all exits.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Business Plan, to include: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Hours of Operation <input checked="" type="checkbox"/> Copy of Menu <input checked="" type="checkbox"/> Whether or not live music will be played at this establishment <input checked="" type="checkbox"/> Will there be outdoor seating and/or outdoor designated smoking area <input checked="" type="checkbox"/> Do not include a marketing or financial plan with this business plan 	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Are any building alterations planned for this site? If not sure, please contact Building & Code Enforcement at 630.377.4406 and/or Fire Prevention Bureau at 630.377.4458 to discuss whether or not a walk-thru and/or permit are necessary for this business.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
All managers have been fingerprinted who are employed by your establishment. When new management is hired, it is imperative you contact the Mayor's office to be fingerprinted so the City's business files are appropriately updated.	<input type="checkbox"/>	<input type="checkbox"/> <i>pending</i>

OFFICIAL USE ONLY

Approved* Denied Date Approved/Denied: _____ Customer Number: _____

Signature of Mayor, Liquor Control Commissioner _____ Date Issued _____

***ISSUANCE OF THIS LICENSE IS CONTINGENT ON MEETING ALL REQUIRED BUILDING AND FIRE DEPARTMENT REQUIREMENTS.**

APPLICANT INFORMATIONA. Type of Business: Individual Partnership Corporation Other (explain): limited liability company

B. Business Name: Mad Ape, LLC d/b/a Alter Brewing Company

C. Business Address: 2300 Wisconsin Ave. #213 Downers Grove, IL 60515

D. IL Tax ID Number: [REDACTED]	E. Business Phone: 630-541-9558	F. Business E-mail: info@alterbrewing.com	G. Business Website: www.alterbrewing.com
------------------------------------	------------------------------------	--	--

H. Contact Person: David Yob Email: [REDACTED]	I. Title: CEO	J. Phone No.: [REDACTED]
---	------------------	-----------------------------

K. If Corporation, Corporation Name:

L. Corporation Address (city, state, zip code):

BUSINESS ESTABLISHMENT LOCATION INFORMATIONA. License Class: A Package B Restaurant C Tavern D Hotel/Banquet/Arcada/Q-Center/Entertainment/Club
 Other: G1

B. Address applying for liquor license (exact street address): 12 S. First Street St. Charles, IL 60174		C. Number of Parking Spaces: 0. Public Parking Near	D. Outside Dining s.f. [17.20.020-R]: 1,323	E. Holding Bar s.f. [5.08.010-F]: NA
F. Total Building s.f.: 7,243	G. Total Number of Seats: 160 in / 80 outside	H. Number of Bar Seats: 17	I. Sale Counter s.f.: 94	J. Live Entertainment Area s.f. [5.08.010-H]: 0
K. Kitchen s.f.: 1,966	L. Cooler s.f.: 321	M. Dry Storage s.f.: 108	N. Seating Area s.f.: 1,686	O. Retail/public Area s.f.: 3,006
P. Service Bar s.f. [5.08.010-O]: 412				

Q. Brief Business Plan description based on type of establishment listed above:

A brewery and kitchen. Full service bar and kitchen including bar service on the patio. The patio will have a shipping container 8'x20' converted into a bar and an enclosed outdoor structure during winter months.

MANAGER INFORMATION

Full Name, include middle initial: Bart G. Vivian **Title:** General Manager
Birthdate: [REDACTED] **Birthplace:** Omaha, NE **Driver's License#:** [REDACTED] **Home Phone:** [REDACTED]
Home Address: [REDACTED]

Full Name, include middle initial: Kenneth S. Henricks **Title:** President / Head of Operations
Birthdate: [REDACTED] **Birthplace:** Elmhurst, IL **Driver's License#:** [REDACTED] **Home Phone:** [REDACTED]
Home Address: [REDACTED]

Full Name, include middle initial: Mark Hedrick (note: No Middle Name) **Title:** Head of Brewery Operations
Birthdate: [REDACTED] **Birthplace:** Chicago, IL **Driver's License#:** [REDACTED] **Home Phone:** [REDACTED]
Home Address: [REDACTED]

PROPOSED FLOOR PLAN/LAYOUT OF PROPERTY

Mandatory: attach to this application a floorplan or layout of the proposed facility to include the following:

CLASS B LICENSES

1. Every application for a Class B license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale showing the following (*check off once complete*):
 - a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof;
 - b. The designated use of each room or segregated area (i.e. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided);
 - c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2. The site drawing is subject to the approval of the Local Liquor Control Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any license by noting the same on the approved site drawing or as provided on the face of the license.
3. A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4. It shall be unlawful for any Class B licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

CLASS C LICENSES

1. Every application for a Class C license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale, showing the following (*check off once complete*):
 - a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof;
 - b. The designated use of each room or segregated area (e.g. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas, where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided);
 - c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2. The site drawing is subject to the approval of the Local Liquor Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any licensee by noting the same on the approved site drawing or as provided on the face of the license.
3. A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4. It shall be unlawful for any Class C licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

****THE FIRE PREVENTION BUREAU WILL FURNISH ALL FINAL, PERMITTED OCCUPANCY NUMBERS FOR THIS LICENSE.**

9.	<p>Does applicant have any outstanding debt with the City of St. Charles, including, but not limited to, utility bills, alcohol tax, and permit fees, for any current or previous establishment owned, operated or managed by the applicant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, please note the City of St. Charles requires all debt to be paid in full before consideration of a new or renewed liquor license is issued.</p>
10.	<p>Are any improvements planned for the building and/or site that will require a building permit? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, has a building permit been applied for? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, date building permit was applied for with Building & Code Enforcement: August 30, 2019</p>
11.	<p>Has applicant applied for a similar or other license on the premises other than the one for which this license is sought (5.08.070-7)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, what was the disposition of the application? Explain as necessary:</p>
12.	<p>Has applicant (and all persons listed on page 1 of this application) ever been convicted of a felony under any Federal or State law, or convicted of a misdemeanor opposed to decency or morality (5.08.070-8)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Is applicant (and all persons listed on page 1 of this application) disqualified from receiving a liquor license by reason of any matter contained in Illinois State law and/or City of St. Charles Municipal Ordinances? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
13.	<p>List previous liquor licenses issued by any State Government or any subdivision thereof (5.08.070-9). Use additional paper if necessary.</p> <p>Government Unit: State of Illinois - Liquor Control Commission</p> <p>Date: 6/14/19 Location, City/State: Springfield, IL</p> <p>Special Explanations: Class: Class 1 Brewer Combined Number: 3Y-1126841 Period: 7/1/19 - 6/30/20 and Class Brewer Number: 3C-1126839 Period: 7/1/19-6/30/20</p> <p>Government Unit: Village of Downers Grove</p> <p>Date: 6/18/2019 Location, City/State: Downers Grove, IL</p> <p>Special Explanations: Class: BF Number: LQ-000194 Period: 7/1/19 - 6/30/20 TO: Sell Beer for On-Premise Consumption and Sell Beer Produced on the Premises for Off-Premise Consumption.</p>
14.	<p>Have any liquor licenses possessed ever been revoked (5.08.070-9)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, list all reasons on a separate, signed letter accompanying this application.</p> <p>Has any director, officer, shareholder, or any of your managers, ever been denied liquor license from any jurisdiction? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, proceed to Question 15. If more space is needed, please attach a separate sheet of paper with the information.</p>

15.	<p>Complete ONLY if yes was answered to the questions above (14):</p> <p>Name: _____ Name of Business: _____</p> <p>Position with the Business: _____</p> <p>Date(s) of Denial: _____</p> <p>Reason(s) for Denial of License: _____</p>
16.	<p>Date of Incorporation (Illinois Corporations) (5.08.070-10):</p> <p>Date qualified under Illinois Business Corporation Act to transact business in Illinois (Foreign Corporation): October 31, 2014 (Note: Mad Ape, LLC is a Delaware LLC incorporated in the state of Delaware on January 7, 2014)</p>
17.	<p>Has the applicant and all designated managers read and do they all understand and agree not to violate any liquor laws of the United States, the State of Illinois, and any of the ordinances of the City of St. Charles in conducting business(5.08.070-11)?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you, or in the case of a corporation, the local manager, or in the case of a partnership any of the partners, ever been convicted of any violation of any law pertaining to alcoholic liquor? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you, or in the case of a corporation the local manager, or in the case of a partnership any of the partners, ever been convicted of a felony? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you ever been convicted of a gambling offense? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If a partnership or corporation, include all partners and the local manager(s).)</p> <p>Will you and all your employees refuse to serve or sell alcoholic liquor to an intoxicated person or to a minor?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
18.	<p>Mandatory: All individual owners, partners, officers, directors, and/or persons holding directly or beneficially more than five (5) percent in interest of the stock of owners by interest listed on page 1 of this application must be fingerprinted by the City of St. Charles Police Department (5.08.070-A12).</p> <p>Has this been done? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, date(s): _____</p>
19.	<p>Mandatory: Has the applicant attached proof of Dram Shop Insurance to this application or already furnished it to the City of St. Charles (5.08.060)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If already furnished, date of delivery: _____</p> <p>NOTE: Insurance must be issued from May 1, 20XX – April 30, 20XX in accordance with City code 5.08.060. Request a prorated rate from your insurance company if you are applying for a new license during this timeframe.</p>

20.	Mandatory: Is the premises within 100 feet of any real property of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands, or children; and/or any military or naval station (5.08.230)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
-----	--

COMMENTS/ADDITIONAL INFORMATION

APPLICATION FOR LATE NIGHT PERMIT

SUPPLEMENTAL TO LIQUOR LICENSE FOR CLASS B/C

To: St. Charles Liquor Control Commission	Date: January 6, 2020
---	-----------------------

I now possess or have applied for a liquor license Class

Applicant's Name: David Yob

Name of Business: Mad Ape, LLC d/b/a Alter Brewing Company

Business Address: 2300 Wisconsin Ave. #213 Downers Grove, IL 60515

Business Phone: 630-541-9558

SUPPLEMENTAL PERMIT APPLIED FOR

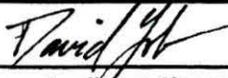
Payment of Late Night Permit fee is required at the time the permit is issued.

1:00 a.m. Late Night Permit – fee of \$800.00
 2:00 a.m. Late Night Permit – fee of \$2,300.00

NOTE: Other permits that may be available upon request include:

- Class E – Special Event License (1 to 3-day event @ \$100.00 per day)
- Outdoor Dining Permit (Contact Community & Economic Development @ 630.377.4443)

SIGNATURES

 Applicant Signature	<u>1/6/20</u> Date
--	-----------------------

B.A.S.S.E.T. TRAINING

Please list employees required to have B.A.S.S.E.T training on this page – include all managers, assistant managers, bartenders, and clerks who are permitted to make alcoholic liquor sales. Include copies of certificates for managers only and mark Manager if applicable. Add another page, if needed.

Name: (First) Kenneth (Last) Henricks (Middle) S Manager Yes
Home Street Address: [REDACTED]
City, State, Zip: [REDACTED]
Date of Course: [REDACTED] Place Course was Taken: Online - American Safety Council
Birthdate: [REDACTED] Certificate Granted: Illinois Basset - 5A-0110606 Expiration: 10/30/22

Name: (First) Bart (Last) Vivian (Middle) G Manager Yes
Home Street Address: [REDACTED]
City, State, Zip: [REDACTED]
Date of Course: [REDACTED] Place Course was Taken: Online
Birthdate: [REDACTED] Certificate Granted: Illinois Basset - 5A-0068742 Expiration: 5/30/22

Name: (First) Mark (Last) Hedrick (Middle) Manager Yes
Home Street Address: [REDACTED]
City, State, Zip: [REDACTED]
Date of Course: [REDACTED] Place Course was Taken: Online - Seller Server.com
Birthdate: [REDACTED] Certificate Granted: Illinois Basset - 5A-0080179 Expiration: 10/31/22

Name: (First) (Last) (Middle) Manager
Home Street Address:
City, State, Zip:
Date of Course: Place Course was Taken:
Birthdate: Certificate Granted: Expiration:

NEW MANAGEMENT REQUIREMENTS

Whenever a new manager comes on board, the City must be notified and that person must be fingerprinted.

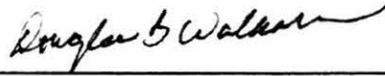
It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for their employees.

Business Name: Mad Ape, LLC d/b/a Alter Brewing Company

SIGNATURES

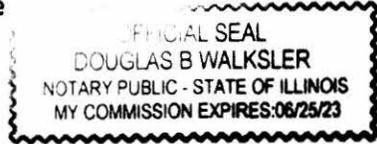


Applicant's Signature



Notary & Date

Seal:



Liquor Commissioner hereby directs City Clerk to issue permit indicated above.

Liquor Commissioner's Signature

Date

ADDENDUM TO RETAIL LIQUOR LICENSE APPLICATION**To be completed by the City of St. Charles Police Department**

Date: 1/30/2020	Name of Applicant: David T. Job
Name of Business: Alter Brewing	
Address of Business: 12 S. 1st St.	Ward Number:

To Liquor Control Commissioner, City of St. Charles, Illinois

Pursuant to the provision of the City of St. Charles Municipal Code, Chapter 5.08, Alcoholic Beverages, the following guide shall be in effect for the investigation of an applicant for a Retail Dealer's Liquor License:

1.	Date on which applicant will begin selling retail alcoholic liquors at this location: May 2020
2.	Is the location within 100 feet of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands or children; or any military or naval station? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.	<p>If the answer to question 2 is yes, answer the following: Is applicant's place of business a hotel offering restaurant service, a regularly organized club, a restaurant, a food shop, or other place where the sale of alcoholic liquors is not the principal business? <input type="checkbox"/> Yes <input type="checkbox"/> No NA</p> <p>If yes, answer a, b and c:</p> <p>a. State the kind of such business:</p> <p>b. Give date on which applicant began the kind of business named at this location:</p> <p>c. Has the kind of business designated been established at this location for such purpose prior to February 1, 1934, and carried on continuously since such time by either the applicant or any other person?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No NA</p>
4.	<p>If premises for which an alcoholic liquor license is herein applied for are within 100 feet of a church, have such premises been licensed for the sale of alcoholic liquor at retail prior to the establishment of such church? <input type="checkbox"/> Yes <input type="checkbox"/> No NA</p> <p>If yes, have the premises been continuously operated and licensed for the sale of alcoholic liquor at retail since the original alcoholic liquor license was issued therefore? <input type="checkbox"/> Yes <input type="checkbox"/> No NA</p>
5.	Is the place for which the alcoholic liquor license is sought a dwelling house, flat, or apartment used for residential purposes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.	Is there any access leading from premises to any other portion of the same building or structure used for dwelling or lodging purposes and which is permitted to be used or kept accessible for use by the public? (Connection between premises and such other portion of building or structure as is used only by the applicant, his/her family and personal guests not prohibited.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7.	If applicant conducts or will conduct in the same place any other class of business in addition to that of City Retailer of Alcoholic Liquor, state the kind and nature of such business: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

8.	Are all rooms where liquor will be sold for consumption on the premises continuously lighted during business hours by natural light or artificial white light so that all parts of the interior shall be clearly visible? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9.	Are premises located in any building belonging to or under the control of the State of Illinois or any other political subdivision thereof, such as county, city, etc.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10.	Are the premises for which license is herein applied for a store or place of business where the majority of customers are minors of school age or where the principal business transacted consists of school books, school supplies, food or drinks for such minors? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
11.	It is required by the City of St. Charles that all employees undergo BASSET training. Provide a copy of the certificate of training completion for each manager. All certificates for managers have been submitted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
12.	From your observation and investigation, has applicant—to the best of your knowledge—truthfully answered all questions? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, state exceptions:
13.	Have all persons named in this application been fingerprinted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Fingerprinted by: <i>Det. Woods #364</i> Date: <i>1/30/2020</i>
14.	Other necessary data:

**SIGNATURES
ENDORSEMENTS AND APPROVALS**

INVESTIGATING OFFICER


364 / Detective
 Investigating Officer Signature Badge Number & Rank

ENDORSEMENT OF THE CHIEF OF POLICE

Recommend Issuing Liquor License: Yes No

2-7-20
 Signature Of Chief of Police Date

BASSET Card



June 3, 2019



Letter ID: L0567770576

BART G. VIVIAN
127 W LINCOLN AVE
BARRINGTON IL 60010

License No.: 5A-0068742
Expiration Date: 5/30/2022
License Type: Basset Card

Your "Student ID number" is: EL000826

Your "Trainer's ID number" is: 5A-0068742

Your BASSET Card is located BELOW

DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.

IMPORTANT:

To re-print your card, visit the Illinois Liquor Control Commission website at LCC.illinois.gov
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

ILLINOIS LIQUOR CONTROL COMMISSION
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601
**BEVERAGE ALCOHOL SELLERS AND SERVERS
EDUCATION AND TRAINING [BASSET] CARD**

Date of Certification: 5/30/2019 Expires: 5/30/2022
Trainer's IL Liquor License Number: 5A-0068742
BART G VIVIAN

****Card is not transferrable****

The seal of the State of Illinois, featuring an eagle with a shield, holding an olive branch and arrows, with a banner in its beak. The text "THE STATE OF ILLINOIS" and "G. 26TH 1818" is visible around the seal.

CERTIFICATE OF COMPLETION

No: 24024:21553025

THIS CERTIFIES THE FOLLOWING PERSON HAS COMPLETED THE ILLINOIS BASSET CERTIFICATION COURSE - ONLINE COURSE

www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

Date Of Birth: [REDACTED]
Completion Date: 10/31/2019

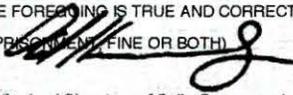


MARK HEDRICK
[REDACTED]

THIS COURSE MEETS ALL REQUIRMENTS FOR STATUTES 125.04, 125.17, AND 134.66

I CERTIFY UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, THE FOREGOING IS TRUE AND CORRECT. (PERJURY IS PUNISHABLE BY

IMPRISONMENT, FINE OR BOTH)

By 
(Authorised Signature of SellerServer.com)

Only original certificates are accepted by regulatory agencies

OFFICIAL COPY

Dear MARK HEDRICK,

You have successfully completed the SellerServer.com training course.

Course Description: Illinois BASSET Certification Course - Online Course

Here is some important data for your records

Date Of Birth: [REDACTED]
Completion Date: 10/31/2019



www.SellerServer.com
4201 FM 1960 WEST, STE 100
HOUSTON, TX 77068
(866) 378-1587

STUDENT COPY

Certificate of Completion



KENNETH HENRICKS

Has diligently and with merit completed the
On-Premise BASSET Alcohol Certification on 10/30/2019

from the American Safety Council.

A handwritten signature in black ink, appearing to read "Jeff Pairan".

Jeff Pairan



Illinois BASSET Training

This card certifies that:

KENNETH HENRICKS

has completed the
On-Premise BASSET Alcohol Certification



Jeff Poiran

11/29/2019

Exp. Date:



Alter Brewing Company at River Loft

St. Charles, Illinois 60174

CONTACTS

JOB SITE:

Alter Brewing Company
St. Charles
12 S. First Street
St. Charles, Illinois 60174

ARCHITECT:

Dacre & Youngquist, LLC

118 N. Peoria St, Suite 4S
Chicago, IL 60607
P: 312.477.0774
F: 312.477.0775
Contact: Mr. Tristan Dacre, AIA
tdacre@dandyarchitects.com

GENERAL CONTRACTOR:

Bramco Construction

1919 S. Highland Ave., Suite 135-D
Lombard, IL 60148
P: 312.324.3944
F: 312.324.3945
Contact: Mr. Chad Allman
chad@bramcoconstruction.com

STRUCTURAL ENGINEER:

Pease Borst & Associates

18 Executive Court
South Barrington, IL 60010
P: 847.842.6930 ext. 203
Contact: Mr. Jeff Borst
jborst@peaseborst.com

BREWHOUSE EQUIPMENT MFR:

Quality Tank Solutions LLC

652 Armour Road
Oconomowoc, WI 53066
P: 262-361-4252
Contact: Ms. Jimmi-Jean Sukys
jimmi@qts4u.com

OWNER / TENANT:

Alter Brewing Company

2300 Wisconsin Ave, Suite 213
Downers Grove, IL 60515
Contact: Mr. Doug Walksler
P: 630.373.1820
doug@alterbrewing.com

M.E.P. ENGINEERS:

AES Consulting & Commissioning

760 Telsor road
Lake Zurich, IL 60047
P: 847.719.1708 ext. 105
Contact: Mr. Steven Krummick
skrummick@cartlandkraus.com

KITCHEN CONSULTANT:

TriMark USA

6100 West 73rd Street
Bedford Park, IL 60638
P: 708.496.5741
Contact: Mr. Eric Mann
Ms. Jennifer Phelps
eric.mann@trimarkusa.com
jennifer.phelps@trimarkusa.com

AUDIO VISUAL CONSULTANTS:

Audio Visual Design Group

2215 Lakeside
Bannockburn, IL 60015
P: 312.829.9145 x1180
Contact: Mr. Ryan DaRosa
ryan.darosa@avdg.com

CONTAINER BAR MFR:

Containers UP

4720 N 27th St
Milwaukee, WI 53209
P: 414-915-8208 Cell
Contact: Mr. Lyle Stoffel
lyle@containersup.com

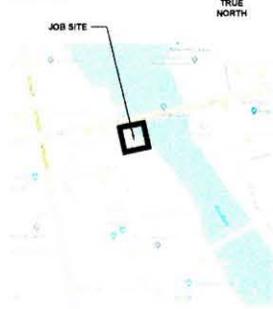
GENERAL NOTES

- CODE COMPLIANCE:** All work to comply with applicable national and local codes and ordinances and underwriters regulations having jurisdiction. If any work indicated on the contract documents is believed to be at variance with the above criteria, the general contractor is to notify the architect immediately for a determination before proceeding.
- PERMITTING AND LICENSING:** The General Contractor shall obtain all permits and certificates of occupancy or local equivalent, including signage permits. The General Contractor will be reimbursed for permit fees. The Owner shall obtain all liquor and health permits.
- INSPECTIONS:** The General Contractor is responsible for arranging and managing all building, food and liquor license inspections in a timely manner as required by the jurisdiction for final approval and certificate of occupancy per jurisdiction requirements for building, zoning and signage permits.
- See occupancy schedule for egress on sheet A0-1 and for the remainder of egress requirements.



SITE LOCATION MAP

NOT TO SCALE



SITE & BUILDING DATA

PROJECT SCOPE:
The proposed Alter Brewing Company Restaurant is located within part of the existing last four commercial units of First Street Development II Building 2 (herein). Located in St. Charles, IL, the building is part of the larger First Street Development II.

Overall work area consists of an area of approximately 7,243 Rentable S.F., as defined in the Landlord Operating Lease (LOL). Overall construction for the interior renovation includes, but is not limited to: mechanical, plumbing, electrical, fire protection, carpentry, and framing trades. The project also includes the construction of an exterior tent and delivery of a self-contained, shipping container bar.

JURISDICTION: City of St. Charles, Kane County, State of Illinois
CLIMATE ZONE: SA

STATE CODE, LOCAL CODE AND/OR AMENDMENTS USED:

- Accessibility Code Illinois Accessibility Code 2018
- 2015 International Building Code
- 2018 International Fire Code with City of St. Charles Amendments
- 2018 International Energy Conservation Code
- 2018 International Fire Code with City of St. Charles Amendments
- 2015 International Fuel & Gas Code with City of St. Charles Amendments
- 2015 International Mechanical Code with City of St. Charles Amendments
- Wisconsin State Plumbing Code, 2014, with City of St. Charles Amendments
- 2014 National Electric Code, NFPA 70-2014 with City of St. Charles Amendments
- NFPA Life Safety Code 101 with City of St. Charles Amendments

ZONING DISTRICT:

- First Street Development II PUD

TYPE OF CONSTRUCTION CLASSIFICATION: (Refer to Section 602)

- Existing Type I-B Construction with amendments to an existing Fire Alarm / Detection System & Sprinkler System.

OCCUPANCY CLASSIFICATION: (Refer to Section 303)

- Use Group A-2 Assembly (Restaurant) with Group F-2 Brewing Area Accessory Use

TENANT AREA

- Interior: 7,131 Total Gross S.F.
- Exterior: 2,781 Total Gross S.F.

ACTUAL SEATING COUNT

- Indoor Dining: 157 persons + Patio Dining: 100 = Total: 257 persons

MAXIMUM OCCUPANT LOAD (EGRESS)

- Indoor: 182 persons
- Exterior Dining: 114 persons (includes Container Bar & Upper Container Level)

Total Occupant Load: 296 persons

NUMBER OF EXITS REQUIRED: (Refer to Section 1001)

- Indoor: 2 required, 4 provided (+1 Exit for Employees from Kitchen)
- Exterior: 2 required, 2 provided
- Container Bar: 1 required, 1 provided
- Upper Container Level: 1 required, 1 provided

CAPACITY OF EXITS: (Refer to Section 1005)

- For use of Group A-2 (with Sprinkler System):
- Egress width of stairs: 1 occupant is 0.30 in.
- Egress width of doors, ramps, and corridors per occupant is 0.20 in.
- 84" clear width required, 170" provided in 4 separate exits (+46" in a separate exit for employees from the kitchen)
- Exterior Patio: 64" clear with required, 68" width provided in 2 exits
- Container Bar: 32" Required, 42" provided in one exit
- Upper Container Level: 32" Required, 34" provided in one exit, 36" stair required, 36" stair provided

PLUMBING REQUIREMENTS: (Refer to State of Illinois Code & Local Amendments)

- Using A-2 Occupancy (Restaurant)
- No Pottery Party (50% per each sex)

REQUIRED FIXTURES: (Refer to State of Illinois Plumbing Code)

- Water Closets: 2 male, 3 female required, 2 male, 3 female provided
- Urinals: 1 required, 1 provided
- Sinks: 2 male, 2 female required, 2 male, 2 female provided
- Unisex Restroom: not required, not provided
- Building totals equal or exceed requirements for water closets, urinals, and sinks

DRAWING INDEX

- T1.1 COVER SHEET
- T1.2 RESPONSIBILITY SCHEDULE
- T1.3 GENERAL CONDITIONS

ARCHITECTURAL

- A0.1 CODE COMPLIANCE PLAN
- A0.2 SITE PLAN
- X1.1 EXISTING FLOOR PLAN - LOWER LEVEL
- X1.2 EXISTING FLOOR PLAN - FIRST FLOOR
- X1.3 EXISTING REFLECTED CEILING PLAN

MECHANICAL

- A1.1 FLOOR PLAN
- A1.2 INTERIOR WALL TYPES
- A2.1 REFLECTED CEILING PLAN
- A2.2 LIGHTING SCHEDULE & RCP NOTES
- A3.0 SUBSTRATE FLOOR PLAN
- A3.1 FLOOR FINISH PLAN
- A3.2 FLOOR TRANSITION DETAILS
- A4.1 SEATING & EQUIPMENT PLAN
- A4.2 SEASONAL PATIO ENCLOSURE PLAN
- A4.3 FURNITURE SCHEDULE
- A5.1 SPECIAL CONDITIONS PLAN
- A5.2 AUDIO PLAN
- A5.3 BEVERAGE & GREASE WASTE PLAN
- A6.1 EXTERIOR ELEVATIONS
- A6.2 BUILDING SECTIONS
- A6.3 CONTAINER MODULAR BUILDING DETAILS
- A6.5 WALL SECTIONS (BREW ROOM)
- A6.6 WALL SECTIONS (BREW ROOM)
- A6.7 EXTERIOR WALL SECTIONS & DETAILS

PLUMBING

- A7.1 INTERIOR ELEVATIONS RESTROOMS
- A7.2 INTERIOR ELEVATIONS
- A7.3 INTERIOR ELEVATIONS
- A7.4 INTERIOR ELEVATIONS BREW ROOM
- A8.1 FINISH CODE LIST
- A8.2 ROOM FINISHES & DOOR SCHEDULES
- A8.3 INTERIOR BAR DETAILS
- A8.4 INTERIOR DETAILS
- A8.5 INTERIOR DETAILS

FOOD SERVICE (FOR REFERENCE)

- QF-001 FS GENERAL NOTES & SHEET INDEX
- QF-002 FS GENERAL NOTES CONT. & LEGENDS
- QF-003 FOOD SERVICE EQUIPMENT SCHEDULES
- QF-004 FOOD SERVICE SCHEDULES
- QF-100 FOOD SERVICE EQUIPMENT PLAN
- QF-200 FOOD SERVICE PLUMBING IN SLAB ROUGH-IN PLAN
- QF-201 FOOD SERVICE PLUMBING ABOVE SLAB ROUGH-IN PLAN
- QF-300 FOOD SERVICE ELECTRICAL ROUGH-IN PLAN
- QF-400 FOOD SERVICE SPECIAL CONDITIONS PLAN

BREWERY EQUIPMENT (FOR REFERENCE)

- FP BREWHOUSE FLOOR PLAN
- PID 10 BBL BREW HOUSE PK ID (SHOWS BREW-HOUSE)
- PID-2 10 BBL BREW HOUSE PAID (SHOWS CELLAR)
- BK-WP 10 BBL BREW KETTLE W/WHIRLPOOL STACK
- 10 BBL BREW KETTLE W/WHIRLPOOL CONDENSER
- 13-MLT 13 BBL MASH LAUTER TUN
- 20-HLT 20 BBL HOT LIQUOR TANK
- 10-FV 10 BBL FERMENTATION VESSEL
- 10-BRT 10 BBL BRITTE TANK

Dacre & Youngquist, LLC
ARCHITECTURE | INTERIOR DESIGN
118 North Peoria Street
Chicago, IL 60607
312.477.0774
www.dacreyoungquist.com

This drawing was prepared and is intended to be used in accordance with the terms and conditions of the contract documents. It is not to be used for any other purpose without the written consent of the architect. The architect assumes no responsibility for the accuracy or completeness of the information provided by the client or for the results of the work shown on this drawing.

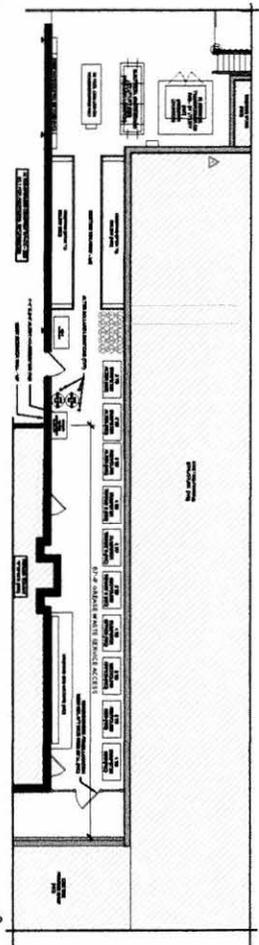
Alter Brewing + Kitchen
12 S. First Street
St. Charles, IL 60174
030-19-0123

No.	Description	Date
4	Issued for Permit and Bid	08/26/2019
3	Revised Set	08/07/2019
2	DD / Preing Set (V.1)	08/21/2019
1	DD / Preing Set	04/12/2019



Cover Sheet
T1.1
Drawing No.

02 TRASH ALLEY KEY



FOX RIVER

PROJECT SITE

RIVERWALK (N.T.C.)

PATIO

OUTDOOR PLAZA (N.T.C.)

PARKING LOT (N.T.C.)

BUILDING 2 (N.T.C.)

BUILDING 1 (N.T.C.)

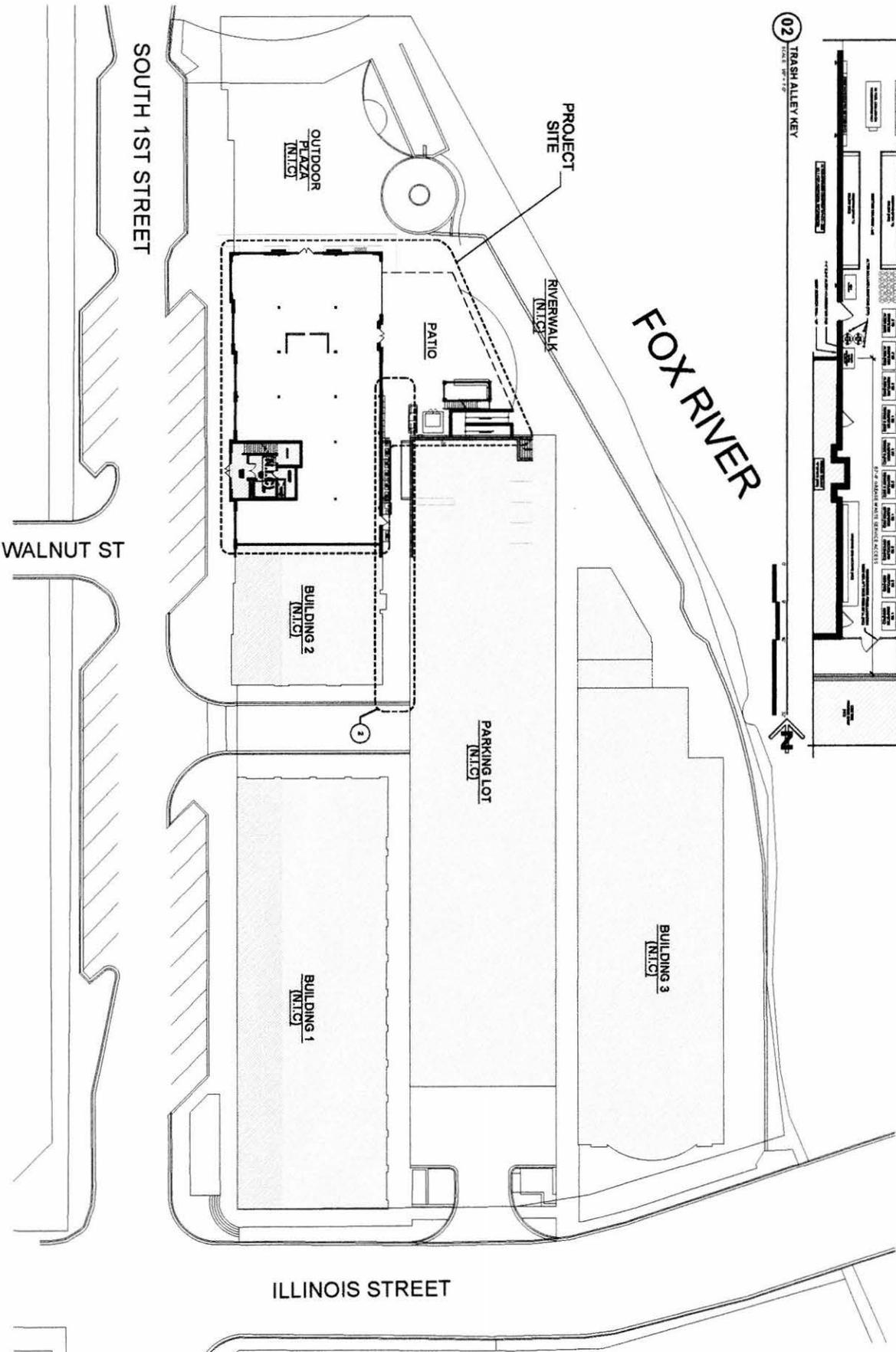
BUILDING 3 (N.T.C.)

SOUTH 1ST STREET

WALNUT ST

ILLINOIS STREET

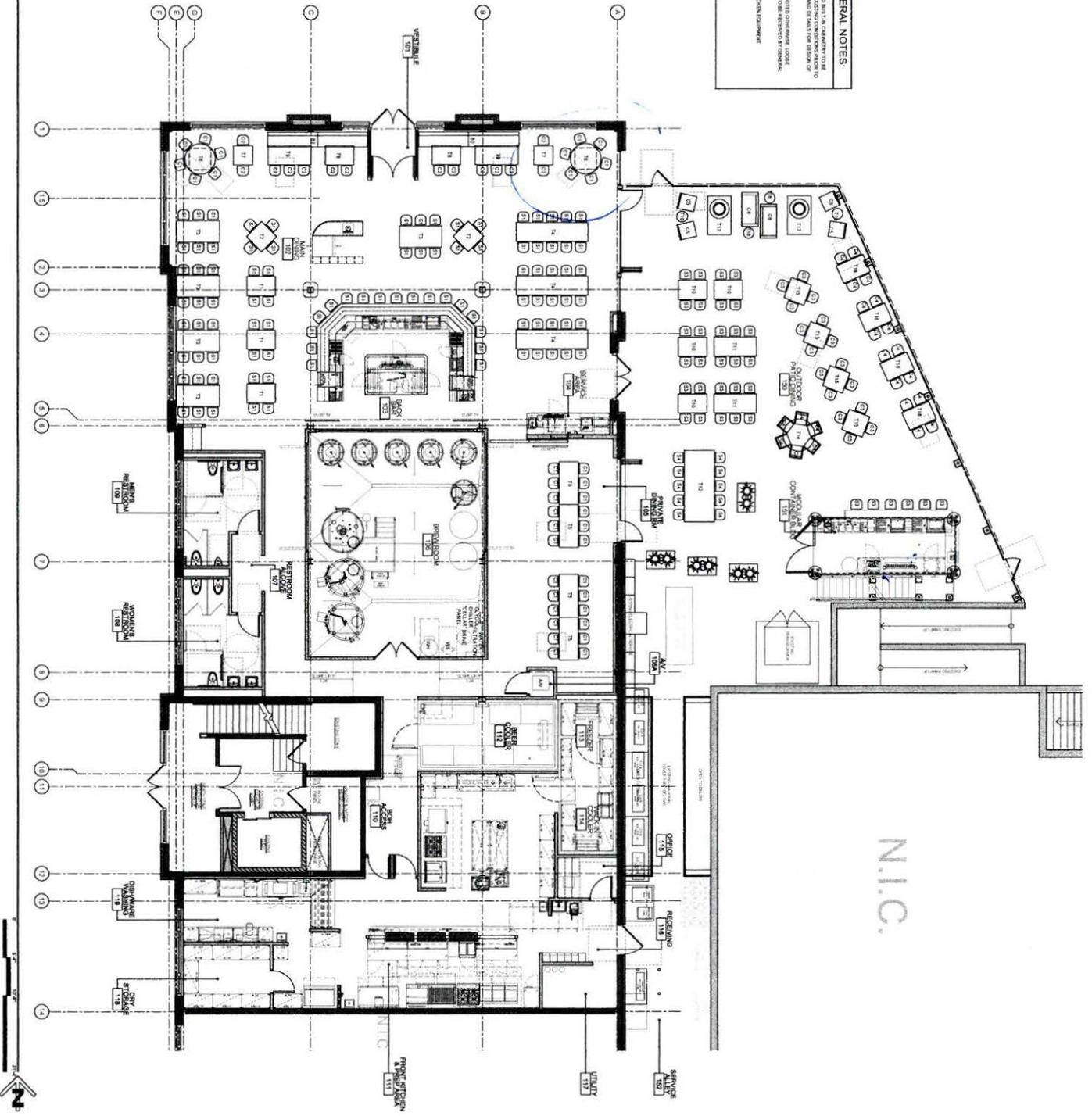
01 OVERALL SITE PLAN



<p>A0.2</p> <p style="font-size: 8px;">DRAWING NO.</p>	<p>Site Plan</p>	<p>Alter Brewing + Kitchen 12 S. First Street St. Charles, IL 60174 030-19-0123</p>	<p>Dacre & Youngquist, LLC ARCHITECTURE INTERIOR DESIGN</p> <p style="font-size: 8px;">112 West Pecora Street St. Charles, IL 60101 Phone: (618) 477-8774 Fax: (618) 477-8775 www.dacreandyoungquist.com</p>	<p>THIS DRAWING IS THE PROPERTY OF DACRE & YOUNGQUIST, LLC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. NO PART OF THIS DRAWING IS TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF DACRE & YOUNGQUIST, LLC.</p>
---	------------------	---	--	--

- FURNITURE PLAN GENERAL NOTES:**
1. ALL DIMENSIONS SHOWN, INCLUDING, AND NOT TO BE CONSIDERED TO BE FABRICATION. SEE REVISIONS FOR DIMENSIONS AND DETAILS FOR DESIGN OR CONSTRUCTION. DIMENSIONS ARE TO THE CENTER OF THE TABLE AND CHAIRS UNLESS OTHERWISE NOTED. TO BE RECEIVED BY GENERAL CONTRACTOR.
 2. SEE REVISIONS FOR DIMENSIONS AND DETAILS FOR DESIGN OR CONSTRUCTION.
 3. SEE REVISIONS FOR DIMENSIONS AND DETAILS FOR DESIGN OR CONSTRUCTION.
 4. SEE A4.1 FOR FINISHING SCHEDULE.

01 SEATING & EQUIPMENT PLAN



A4.1

Seating & Equipment Plan

NO.	REVISION	DATE
1	ISSUED FOR PERMIT	08/20/2018
2	ISSUED FOR PERMIT	08/20/2018
3	ISSUED FOR PERMIT	08/20/2018
4	ISSUED FOR PERMIT	08/20/2018
5	ISSUED FOR PERMIT	08/20/2018
6	ISSUED FOR PERMIT	08/20/2018
7	ISSUED FOR PERMIT	08/20/2018
8	ISSUED FOR PERMIT	08/20/2018
9	ISSUED FOR PERMIT	08/20/2018
10	ISSUED FOR PERMIT	08/20/2018
11	ISSUED FOR PERMIT	08/20/2018
12	ISSUED FOR PERMIT	08/20/2018
13	ISSUED FOR PERMIT	08/20/2018
14	ISSUED FOR PERMIT	08/20/2018

Alter Brewing + Kitchen

12 S. First Street
St. Charles, IL 60174

030-19-0123

Dacre & Youngquist, LLC

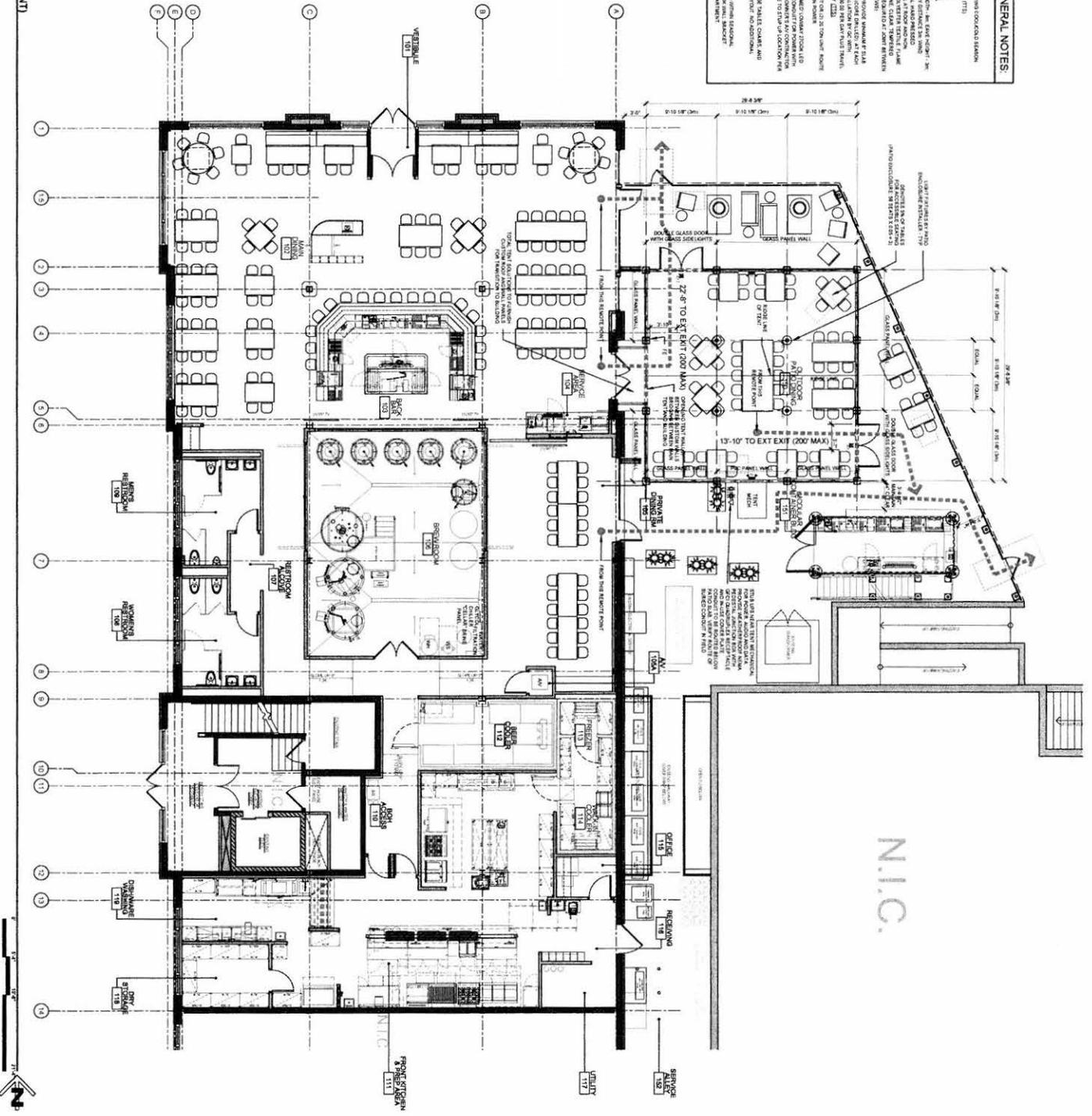
ARCHITECTURE | INTERIOR DESIGN

118 North Prairie Street
Chicago, IL 60607
Phone: (312) 477-0774
Fax: (312) 477-0775
www.dacreyoungquist.com

PATIO ENCLOSURE GENERAL NOTES:

1. SEASONAL PATIO ENCLOSURE (PATIO TENT) SHALL BE AS SHOWN.
2. FINISHES: TOTAL TENT SOLUTION (LIT TENT).
3. SELECTION OF MATERIALS SHALL BE THE RESPONSIBILITY OF THE CLIENT. THE ARCHITECT SHALL PROVIDE A LIST OF MATERIALS TO BE REVIEWED BY THE CLIENT. THE ARCHITECT SHALL PROVIDE A LIST OF MATERIALS TO BE REVIEWED BY THE CLIENT. THE ARCHITECT SHALL PROVIDE A LIST OF MATERIALS TO BE REVIEWED BY THE CLIENT.
4. THE ARCHITECT SHALL PROVIDE A LIST OF MATERIALS TO BE REVIEWED BY THE CLIENT. THE ARCHITECT SHALL PROVIDE A LIST OF MATERIALS TO BE REVIEWED BY THE CLIENT. THE ARCHITECT SHALL PROVIDE A LIST OF MATERIALS TO BE REVIEWED BY THE CLIENT.
5. DIMENSIONS: MATERIALS SHALL BE AS SHOWN. DIMENSIONS SHALL BE AS SHOWN. DIMENSIONS SHALL BE AS SHOWN.
6. THE ARCHITECT SHALL PROVIDE A LIST OF MATERIALS TO BE REVIEWED BY THE CLIENT. THE ARCHITECT SHALL PROVIDE A LIST OF MATERIALS TO BE REVIEWED BY THE CLIENT. THE ARCHITECT SHALL PROVIDE A LIST OF MATERIALS TO BE REVIEWED BY THE CLIENT.
7. MATERIALS: MATERIALS SHALL BE AS SHOWN. MATERIALS SHALL BE AS SHOWN. MATERIALS SHALL BE AS SHOWN.
8. INCLUDE ONE (1) SET OF ENCLASURES (PATIO TENT) SHALL BE AS SHOWN. INCLUDE ONE (1) SET OF ENCLASURES (PATIO TENT) SHALL BE AS SHOWN. INCLUDE ONE (1) SET OF ENCLASURES (PATIO TENT) SHALL BE AS SHOWN.

01 SEASONAL PATIO ENCLOSURE PLAN (TENT)



<p>A4.2</p> <p>Seasonal Patio Enclosure Plan</p>		<p>Alter Brewing + Kitchen</p> <p>12 S. First Street St. Charles, IL 60174</p> <p>030-19-0123</p>	<p>Dacre & Youngquist, LLC</p> <p>ARCHITECTURE INTERIOR DESIGN</p> <p>118 North Peoria Street St. Charles, IL 60174 Phone: 630-477-0774 Fax: 630-477-0775 www.dacreandyoungquist.com</p>													
		<p>RECORD</p> <table border="1"> <tr> <th>NO.</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> <tr> <td>1</td> <td>08/27/2018</td> <td>Initial Set</td> </tr> <tr> <td>2</td> <td>09/11/2018</td> <td>Revised Set</td> </tr> <tr> <td>3</td> <td>09/27/2018</td> <td>Final Set</td> </tr> <tr> <td>4</td> <td>10/11/2018</td> <td>As-Built Set</td> </tr> </table>	NO.	DATE	DESCRIPTION	1	08/27/2018	Initial Set	2	09/11/2018	Revised Set	3	09/27/2018	Final Set	4	10/11/2018
NO.	DATE	DESCRIPTION														
1	08/27/2018	Initial Set														
2	09/11/2018	Revised Set														
3	09/27/2018	Final Set														
4	10/11/2018	As-Built Set														

**Alter Brewing Company – St. Charles, Illinois
12 S. First Street
St. Charles, IL 60174**



BREWERY HISTORY AND BUSINESS MODEL

Overview

Mad Ape, LLC d/b/a Alter Brewing Company (also referred to herein as “Alter”), was established in 2015. From the beginning, Alter has operated a production brewery with on site tasting room together consisting of 15,000 square feet at 2300 Wisconsin Avenue in Downers Grove, DuPage County, Illinois. With a 20-barrel brew house and a process focused yet creative brew team, Alter has produced over 60 varieties of beer and distributes select beers throughout Northeast Illinois through its current distribution partners.

Alter brews and packages only the highest quality beers with unique and appealing taste, aroma, mouth feel, and visual appearance. Alter produces a series of year-round beers along with seasonal and limited release offerings in the spirit of American craft brewing. Alterior Motive IPA, Hopular Kid Pale Ale, Center Line Golden Ale, Hell Hazed Over Hazy IPA, Galaxy and the Seven Seas Hoppy Red Ale, and Day Sipper Pilsner are a few of the beers that can be found in the tap room at 2300 Wisconsin Avenue and at over 500 restaurants, bars, liquor stores, and grocery stores in the Chicagoland area.

Alter Brewing +kitchen Saint Charles, Illinois

The Brewery identified and secured its location in the Fox Valley for the first Alter Brewing +kitchen venture through extensive property search and due diligence. It is anticipated that the Saint Charles location will be open for business in the first half of 2020. Alter Brewing +kitchen in Saint Charles is located on the Fox river adjacent to the city’s east plaza and riverwalk redevelopment at the intersection of Main Street and First Street. The restaurant is designed by

Dacre & Youngquist and inspired by the industrial chic motif at Alter Downers Grove. The main restaurant and bar will feature 16 taps of Alter beers. Additionally, a full but curated bar and wines will be available. There will be table service as well as bar service at Alter Brewing +kitchen.

At this time, Alter Brewing +kitchen intends to be open for dinner 7 days a week and open for lunch on 4-7 days.

Hours of Operations:

Monday - Wednesday: 4pm – 12am (subject to change – add lunch hours)

Thursday: 11am – 12am

Friday – Saturday: 11am – 1am

Sunday 11am – 12pm

The menu will feature items which are inspired by and/or paired with Alter's extensive portfolio of beers. The chef and brewery team will focus on a balanced approach to both food and beer. This will not be a brewery with food, nor a restaurant with beer. Rather, Alter Brewing +kitchen will be an experience providing equal attention to both food and beer. This attention to detail and balance will be carried throughout the space and service, bringing an elevated experience to Saint Charles and redefining and elevating what a 'brewpub' has traditionally offered in the general marketplace. See Menu and the end of the plan.

The brewery in St. Charles will consist of a 10 barrel 2-vessel direct fired brewhouse manufactured with all US stainless steel in Wisconsin. The cellar will consist of 5 x 10-barrel stainless steel fermenters and 2 x 10-barrel oak foeders. Using different toast of the interior walls of the foeders, we will create fresh beers brewed and fermented with a unique oak character. Together with Mark Hedrick, our Head Brewer, Matt McCowan is already plotting out a course for wood aged lagers and ales to be fermented in the foeders.

A private event space adjacent to the brewery will allow for parties of up to 50 people and will focus on rehearsal dinners, corporate events and private parties. This is flex space and will be public dining space when not reserved for a private function.

The outdoor patio will have a seasonal enclosure for up to 6 months of the year that can accommodate up to 80 people seated and during the warmer weather a two story 8'x20' converted container bar will anchor the location and provide a visually stunning attraction on the Fox River to stop for a beer and a bite for locals and visitors alike. The ground floor outdoor container will have a full bar with the same 16 beers as poured on the interior. That beer is delivered from the same keg cold storage room which services the main bar. The beer delivery system to the outdoor container bar runs underground and then up into the beer taps. This container is closed, locked and secured at the end of every day and consistently during the winter months when the outdoor seasonal enclosure is in use.

Smoking will be prohibited on the property both inside and on the patio.

Live music will be on an occasional basis in the main dining area. Further, live music will be on an occasional basis on the patio during operational hours no later than 10pm. See Exhibit A at the end of the plan for locations of live music.

PRINCIPALS

David Yob

After completing an education at the University of Michigan Business School ('92 BBA) David started with Coopers & Lybrand as an audit associate. From there he pursued a 19-year career as a professional trader. He was the founder and investment manager of a successful independent proprietary options trading group in Chicago. After closing the trading group in 2013 and retiring from the industry, David along with Mark Hedrick and Pete Kosanovich collectively created and launched Alter Brewing Company in Downers Grove. David as CEO of Alter Brewing Company is directly responsible for strategic planning, investor relations, and financial activities.

Ken Henricks

A Chicagoland native and South Loop resident Ken has over 26 years of experience in the food service, hospitality and craft beer industries highlighted by his 9 years as Vice President of Operations with Bottleneck Management and 3 years as Regional Sales Manager with Stone Brewing. With Bottleneck, Ken grew the company from one store and \$1M in revenue to 7 stores grossing over \$35MM in revenue. Ken's passion for true independent craft beer brought him to Stone Brewing in 2015 where he successfully led Stone's Midwest sales team and distribution network to annual double-digit growth from 2015 through 2018. A burning entrepreneurial spirit coupled with the hospitality industry having never left his blood led him to his current position as President of Alter Brewing Co. where his main responsibilities include sales, marketing, hospitality and organizational development.

Mark Hedrick

Mark is a co-founder and the creative engine behind the beers of Alter Brewing Company. Mark previously was an award-winning home brewer of 22 years and now an award-winning professional brewer for Alter Brewing Company. After leaving the trading markets as a broker for JP Morgan in the Eurodollar futures and options markets, Mark decided to commit fully to his vision for a brewery. He received a degree in brewing technology from the Siebel Institute of Technology in Chicago in 2010 and has been a long time Certified Beer Judge. The majority of Alter's portfolio of beer recipes including all of its core beers can be traced to Mark's creative engine. As Director of Brewing Operations, Mark will guide the brewing program in Downers Grove and Saint Charles.

Doug Walksler

As Alter Brewing Company's location/facility strategist Doug does more than maneuver tap handles. With more than 30 years of real estate, design, and construction experience, he is focused on creating spaces that are durable, useful, human-scaled, and remarkably attractive. Throughout his career, Doug has worked with a wide range of organizations – from government agencies and architectural firms, to real estate brokers and developers. Doug also works with external and internal contributors and as an interviewer, project manager, and occasional sound board. No

matter what hat he is wearing, Doug's goal is simple – to empower Alter Brewing thought leaders to drive measurable results through careful planning and execution.

Pete Kosanovich

Growing up in Lombard working at restaurants and bars, Pete learned the value of hard work at a very early age. Upon graduating from Purdue University in 1993, he set out on a career of betting on and believing in himself. Pete got his start on the trading floor of the Chicago Mercantile Exchange. Over time, he founded and ran a number of companies in the financial markets. In 2009, he integrated these companies into Trean Group, LLC and is currently the CEO. A career entrepreneur, Pete has participated in a number of unique business opportunities. One of the most fulfilling has been Alter Brewing Company. Pete introduced David Yob and Mark Hedrick in 2013, the three of them went on to found Alter Brewing Company in 2015. Pete continues to utilize his relationships to augment the growth of the Alter footprint.



Alter Brewing + Kitchen Opening Menu

Chef – TBD

Note: Menu subject to change upon hiring an Executive Chef

Starters

Alter Charcuterie

Chef selected local goods, stone ground mustard, baguette \$17

Artisanal Cheese board

A selection of some of the Midwest's best creameries and famed cheese producers and affineurs from around the globe.

\$5.50 each, 3 for \$16, all 6 for \$28cheeses that varies by the season.

Beer & cheese pairing suggestions upon request

Escargot

Garlic, Hell Hazed Over, baguette \$15

Roasted brussels

Shallots, Center Line, maple and stone ground mustard \$11

Duck poutine

Duck confit, frites, mushroom gravy, coddled egg, cheddar curds, bacon \$16

Shrimp pot stickers

Baby bok choy, orange soy ginger glaze, scallions \$13

Fried duck wings

Crispy confit duck wings, Tamarind BBQ sauce, spicy Chinese mustard \$15

Beer cheese soup

Alterior Motive, Tillamook special reserve extra sharp cheddar \$5, \$8

Vegetarian chili

Alto Porto, root vegetables, el diablo bean mix, Tillamook cheddar \$5, \$8

Greens

House salad

Romaine and arugula, red onion, cucumber, shredded carrot, baguette bits, balsamic vinaigrette \$10

Caesar salad

Little Gem lettuce, Caesar dressing, garlic crouton, parmesan \$12

Waldorf

Frisee, radicchio, endive, blue cheese, walnut, apple, grape, celery, green apple vinaigrette \$13

Blackened salmon salad

Mixed greens, goat cheese, roasted shallot vinaigrette, crispy capers, Nicoise olives \$17

Sesame-chili chicken salad

Market greens, apple, carrot, daikon radish, cashew, togarashi \$18

Hand-helds

Alter taco trio

Rotating daily tacos \$12

Pair with Hell Hazed Over NE Style IPA

Cauliflower & mushroom tacos

Oaxacan mole, red cabbage, black bean, avocado, cilantro \$14

Beer bratwurst

Alterior Motive IPA, sauerkraut, stone ground mustard, hoagie, frites \$13

Pork Empanadas

Smoked pork, saffron rice, onion, olive, cilantro, roasted pepper aji \$13

Spring rolls

Butter leaf lettuce, pickled carrot, pickled red onion, herb salad, jalapeno-lime vinaigrette, root vegetables, peanut sauce \$14

The Alter burger

8oz Angus, roasted garlic and cornichon aioli, lettuce, tomato, onion, house dill pickle, Tillamook cheddar, brioche bun, frites \$15

Alter vegie burger

House made blend, spicy aioli, lettuce, tomato, white cheddar, brioche bun, house made potato salad \$14

Skirt Steak Sandwich

Skirt steak, fried egg, Chimichurri, crispy onion strings, brioche roll \$16

Brisket Sandwich

Bodega brisket, crispy onions, pit sauce, Conshohocken potato roll, house made potato salad \$15

Fish and chips

Alterior Motive batter, Katchican tartar, truffle frites \$16

Lewis Creek trout sandwich

Seared trout, roasted garlic aioli, sautéed pea shoots, chimichurri, chipotle crusted lemon, frites \$18

Slow cooked ribs

Dry rubbed, carrot and Napa cabbage slaw, corn bread, house made potato salad 14\$, 24\$

Mains**Beer and chipotle braised pot roast**

Hell Hazed Over, carrots, onion, sage with polenta \$19

Coq Au Vin

Whole cut chicken, Alto Porto, lardons, wild mushrooms, pearl onions, garlic \$18

Rigatoni

Arugula pistou, asparagus, roasted mushroom, parmesan \$19

Pan fried whole trout

Lewis Creek Farm, new potatoes, bacon, chive sour cream \$22

Root vegetable risotto

Roasted Elmer Farm parsnips, beets, brown butter leeks, blue cheese, cashew crumble \$16

Stone-ground mustard and apricot salmon

Faroe Island salmon, roasted root vegetables, garlic spinach, fingerling potatoes \$24

Tomahawk pork chop

Port Farms, maple-mustard glaze, champs, apple-butternut slaw, demi-glaze \$27

Sides

Frites \$4

Truffle frites \$7

House made potato salad \$5

Side house salad \$5

Cole slaw \$4

Corn bread \$4

Dessert and kids' menu to be developed with coordination of US Foods- our primary food supplier.

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5b

Title:

Recommendation to Approve a Proposal for a New Class E-1 Temporary Liquor License and a Loudspeaker Application for a Special Event, *Long Table*, to be held on the First Street Plaza

Presenter:

Police Chief Keegan

Meeting: Government Operations Committee Date: February 18, 2020

Proposed Cost: \$

Budgeted Amount: \$

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

This is an application request for a Class E-1 Temporary License, authorizing consumption of beer, wine or alcoholic liquors on City property, specifically, the First Street Plaza. This temporary license request is for a new event entitled *Long Table* to raise funds for Project Mobility.

Long Table is proposed to be held on Sunday, July 12, 2020 from 3:00 p.m. – 7:00 p.m.

Although this is the first *Long Table* event, the City has worked with Project Mobility on *Hops for Hope* over the past few years and no problems have ever been reported.

Pursuant to this item being presented at the Government Operations Committee Meeting on February 18, 2020 to seek approval; it will be brought before the Liquor Control Commission at a meeting scheduled for 3:00 pm, the same day, to process and move it forward to this Committee. This item will then continue on to the City Council Meeting scheduled on March 2, 2020 for final approval.

Attachments (please list):

Site Plan, Hold Harmless Form, Special Events Application, E Liquor License Application

Recommendation/Suggested Action (briefly explain):Recommendation to approve at proposal for a new Class E-1 temporary liquor license for a special event, *Long Table*, to be held on the First Street Plaza.

NON-REFUNDABLE

CITY OF ST. CHARLES

TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984



For Office Use

Received:
Fee Paid: \$
Receipt #

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

July 12, 2020

July 12, 2020

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 7/11/20 and ending 7/11/20
Time Starting 5pm and ending 9pm
Location of Event First Street Plaza

Name of Business Project Mobility
Address of Business

Is the Applicant a Not-For-Profit Organization: Yes

Authorized Agent Katherine Reda Title Event Director

Has Applicant had a Class E1 License in the previous 365 days? Yes If YES, on what date: 5/18/19

Does Applicant have Dram Shop Insurance? Yes If YES, attach evidence of insurance. *Doesn't renew until Feb.

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: [Signature] Signed:
Sworn to before me this 2 day of January, 2020.
Notary Public Sharon J. Bringelsen



ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

Approved: [Signature] Date: 2.3.20 Chief of Police: [Signature]
Approved: _____ Date: _____ Liquor Commissioner: _____

Map

**More detailed map on page 2*



Live Band

Long Tables - Approx. 8 Tables
Around 80 People (8 people per table)

Entrance where guests check in



Entrance where guests check in

Supervisors

- **Katherine Reda**

Event Director of Project Mobility

- **Tamara Simmons**

Director of Development of Project Mobility

- **Melissa Burke**

Administrative Assistant of Project Mobility

Restaurants Involved

- **La Mesa Modern Mexican**

Featured Restaurant

- **Gia Mia**

Featured Restaurant

- **McNally's Traditional Irish Pub**

Featured Restaurant

- **Kilwins**

Featured Restaurant

- **Vintage 53**

Wine Pairing

- **Alter Brewing + Kitchen**

Beer Pairing

BASSETT

- **Vintage 53 - Wine Pairing**

Mario Grado

*Getting to me asap

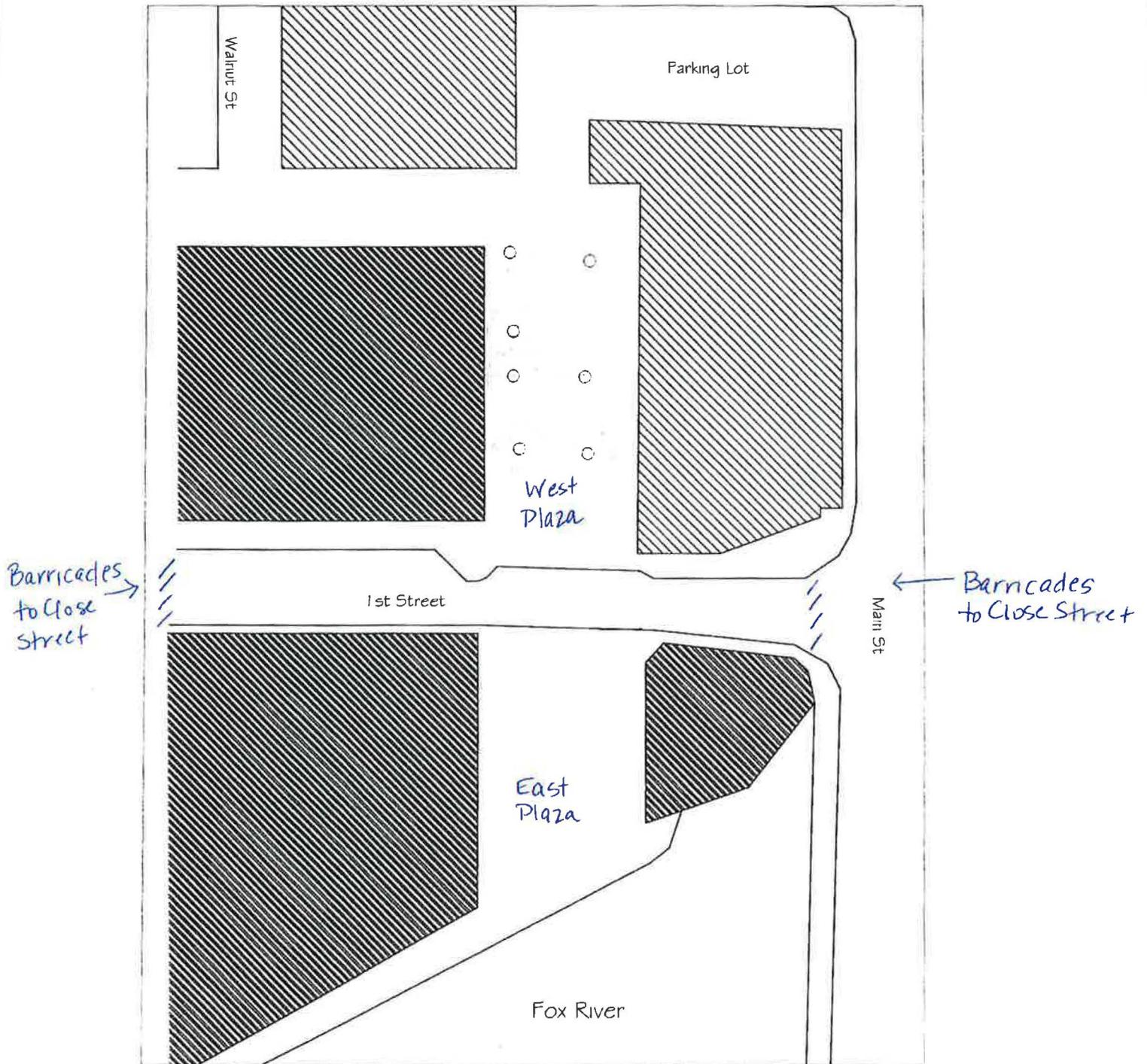
- **Alter Brewing + Kitchen - Beer Pairing**

Adam Hoozko



Paint the Pavement -

We will be utilizing both the West Plaza and East Plaza for the duration of the Event.



#202000030

Fine Arts Show 5/23-5/24/2020



Hi Sharon!

Here you go! Thanks for the reminder. Only thing is we do not have the BASSET certified people narrowed down since they will be employees of the restaurants we are working with. I know before the February meeting we have to have this info finalized. We just need to confirm which restaurants are participating and who from the restaurants will be serving alcohol. What is the deadline where you need that information?

Thanks!



w: www.projectmobility.org e: Katherine@projectmobility.org

The Mission of Project Mobility is to make a positive difference in the lives of children, adults and wounded soldiers with disabilities. We provide the services, resources, and equipment needed to promote better health, independence, and the freedom of mobility through adaptive cycling.

RECEIVED
 DEC 13 2019
 Building & Code Enforcement
 St. Charles

CITY OF ST CHARLES
SPECIAL EVENT APPLICATION
THIS FORM MUST BE COMPLETED IN
FULL & SUBMITTED 90 or 30 DAYS PRIOR TO THE EVENT



Permit No. 201901908 Date of Meeting: 1/2/20 @ 9:00 Revised date 06/06/2018
 Name of the Event: Long Table Dinner Date(s) of Event: July 11, 2020
 July 12, 2020

Special Event Application – 90 Days
 The Special Event Application is due to the City of St. Charles a minimum of ninety (90) days prior to the event if it requires closure of public streets, use of public parking lots, or the service of alcoholic beverages that requires a liquor license to be granted. The 90-day time period allows sufficient time to evaluate the request and provide a recommendation to the City Council for its consideration.

Special Event Application – 30 Days
 The Special Event Application is due to the City of St. Charles, at a minimum, thirty (30) days prior to the event if it does not require closure of public streets, use of public parking lots, or the service of alcoholic beverages that requires a liquor license to be granted.

A copy of the Application and Funding of Special Events is attached for your information.

Special Event Submittal Check List

- **Special Event Application**
 - Section 1 – Task List and Due Dates –90 day or 30 day submittal
 - Section 2 – General Information
 - Section 3 – Permits
 - Section 4 – Site Plan and/or Route Map
 - Section 5– Emergency Phone Tree and Contact
 - Section 6 – Emergency Crisis Management Procedures
 - Section 7 – Retail Merchants
 - Section 8 – St. Charles Police Department – Request for Police Services
 - Section 9 – Hold Harmless Agreement
 - Any outstanding funds owed to the City of St. Charles**
- Application(s) for other permit(s) (See answers in Section 3)**
 - Loudspeaker/Amplifier License Application and Submittal Fee
 - \$5 per day**
 - Class E Liquor License Application and Submittal Fee
 - \$50 per day** – E-1 (Not-for-Profit)
 - \$100 per day** – E-2 (Special Civic Event)
 - Carnival License Application and Submittal Fee
 - \$30 each** – Rides
 - \$20 each** – Amusement Stands, Food Stands, Entertainment Shows, Other

If your event takes place in downtown St. Charles you are to complete an application through the St. Charles Downtown Partnership.

Would you like to be contacted by the Convention and Visitor's Bureau to help with your event?
 (Finding event space, restaurants, caterers, suppliers, etc.)
 Please mark Yes No
 If you marked yes please let the Convention and Visitor's Bureau know the best way to contact you:
 Phone: _____ Email: _____

Received: 12/13/19 Fee Paid: \$ 5.00
 Receipt # _____ Check # 4185

SECTION 1 - TASK LIST AND DUE DATES

Use this form to determine the date each of these tasks needs to be completed. For tasks that do not apply, please mark "N/A" in the Due Date column. If the Due Date falls on a weekend or holiday, the Due Date becomes the next normal business day. However, this does not affect the other Due Dates, as they are only dependent on the date of the special event.

Task to be completed for Events that require 90 days (All items due to City unless noted)	Days Due Before Event	Due Date
Date of the Special Event	- N/A -	
If event takes place in downtown St. Charles you are to complete an application through the St. Charles Downtown Partnership.	120 days	
Submit Special Event Application	90 days	
Payment of any outstanding funds due to the City of St. Charles	At time of submittal	
Provide verification of organization legal status, i.e. NFP, Partnership, Corporation A copy of 501(C)3 document is to be submitted with application.	At time of submittal	
Submit Class E Liquor License Application	90-days	
Submit Outdoor Sales Permit Application	90-days	
Submit Loudspeaker/Amplifier License Application	90-days	
Submit Raffle Permit Application (Kane & DuPage County)	At time of submittal	
Submit Carnival License Application	90 days	
Submit Fireworks Permit Application	60 days	
Submit Original Certificate of Insurance	21 days	
Submit copies of other required permits	At time of submittal	
Emergency Phone Tree	At time of submittal	
Emergency /Crisis Management Procedures	At time of submittal	
Submit Listing of Participating Retail Merchants/Applicable Food Vendors to Finance Department using Pre-Defined Form in Excel format	14 days	
Notify residents/businesses of special event	14 days	

City Services Requested:			Comments
Police	Yes	No	
Fire/EMS	Yes	No	
EMA	Yes	No	
Public Services	Yes	No	
Electric	Yes	No	
Water	Yes	No	
Other:	Yes	No	

Task to be completed for Events that require 30 days (All items due to City unless noted)	Days Due Before Event	Due Date
Date of the Special Event	- N/A -	N/A
Submit Special Event Application	30 days	6/11/20
Payment of any outstanding funds due to the City of St. Charles	At time of submittal	
Provide verification of organization legal status, i.e. NFP, Partnership, Corporation A copy of 501(C)3 document is to be submitted with application	At time of submittal	
Submit Raffle Permit Application (Kane & DuPage County)	At time of submittal	
Submit Outdoor Sales Permit Application	At time of submittal	
Submit Original Certificate of Insurance	21 days	6/20/20
Submit copies of other required permits	At time of submittal	
Emergency Phone Tree	At time of submittal	
Emergency /Crisis Management Procedures	At time of submittal	
Submit Listing of Participating Retail Merchants/Applicable Food Vendors to Finance Department using Pre-Defined Form in Excel format	14 days	6/27/20
Notify residents/business of special event	14 days	6/27/20

City Services Requested:			Comments
Police	Yes	<input type="checkbox"/> No	
Fire/EMS	Yes	<input type="checkbox"/> No	
EMA	Yes	<input type="checkbox"/> No	
Public Services	Yes	<input type="checkbox"/> No	
Electric	Yes	<input type="checkbox"/> No	
Water	Yes	<input type="checkbox"/> No	
Other:	Yes	<input type="checkbox"/> No	

SECTION 2 – GENERAL INFORMATION

Permit No. 201901908

Name of Event: Long Table Dinner to Benefit Project Mobility

Type of Event: Parade Walk/Run/Bike Festival Other

Location of Event: First Street Plaza 13 S. First Street

Date(s) of Event: 7/11/20 Hours of Event: 5 pm to 9 pm Estimated Attendance: 80

Event Website: www.longtabledinnerbenefit.com or www.projectmobility.org

Purpose of the event: Raise funds and bring awareness for local nonprofit organization Project Mobility.
Concept of the event is to bring the restaurants on/near First Street together for a tasting of each restaurant on the beautiful First Street Plaza.

Name of sponsoring organization(s): Project Mobility

Please list the organization's legal status (i.e. NFP, Partnership, and Corporation) : **A copy of the 501(C)3 document is to be submitted with application.**

(Documentation will need to be submitted providing status)

Type of Entity	Check Box that Applies	City Supporting - Existing Event	City Support – New Event
Governmental Entity		100%	100%
Private/For Profit Entity		0%	0%
Non-Governmental/Non-Profit Entity	<input checked="" type="checkbox"/>	50%	0%

Contact person from sponsoring organization: Katherine Reda

Organizer address: [REDACTED]

City: St. Charles State: IL Zip: 60175

Home Phone: N/A Cell Phone: [REDACTED] E-mail: katherine@projectmobility.org

Second contact person (emergency): Tammy Simmons Phone: [REDACTED]

Is this an annual event? YES NO If yes, please provide event date(s) for next year: Not sure, around the same time frame

If the event is a recurring event, please state any problems and/or incidents that have occurred in past years, such as sound amplification, neighborhood parking complaints, etc.

N/A

What, if anything, are you doing to rectify the problem(s)?

N/A

SECTION 3 - PERMITS

Will you be having a fireworks display are your event? YES NO

If yes, you have to submit a **Fireworks Permit Application** sixty (60) days prior to the event. Please contact the St. Charles Fire Department to complete the application.

Does your event include the use of a tent? YES NO

If yes, you must submit an **Outdoor Sales Permit Application** ninety (90) days prior to the event. Please visit www.stcharlesil.gov, or contact Building and Code Enforcement to obtain an outdoor sale permit application.

Will you be using speakers and/or sound equipment at your event? YES NO

If yes, you must submit a **Loudspeaker/Amplifier License Application** ninety (90) days prior to the event. Please visit www.stcharlesil.gov, or contact the Mayor's Office to obtain a loudspeaker/amplifier license application.

Are you holding a raffle at your event? YES NO

If yes, you may have to submit a **Raffle Permit Application**. For the raffle permit application for Kane County, please visit www.co.kane.il.us/COC, or contact the Kane County Clerk's Office at 630.232.5950. For the raffle permit application for DuPage County, please visit http://www.dupageco.org/countyclerk/generic.cfm?doc_id=631 or contact the DuPage County Clerk's Office at 630-407-5500.

Will you serve alcohol at your event? YES NO

If yes, you must submit **Class E Liquor License Application** ninety (90) days prior to the event. Please visit www.stcharlesil.gov, or contact the Mayor's Office to obtain a Class E liquor license application.

Will there be amusement rides at the event? YES NO

If yes, you must submit **Carnival License Application** ninety (90) days prior to the event. Please visit www.stcharlesil.gov or contact the Mayor's Office to obtain a carnival license application.

Will you serve food at your event? YES NO

If yes, please indicate the number of vendors 6

Note: A list of food vendors must be submitted prior to the inspection of your event.

Are you requesting the use of any other city-owned property, i.e. parking lots, etc.? YES NO

If yes, please indicate the property that you are requesting to use.

Would you like to request the closing of city streets? YES NO

If yes, please fill in the following information or submit a route map along with this application:

STREET	FROM	TO	DATES	TIMES
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Does your event require the use of city sidewalks? YES NO

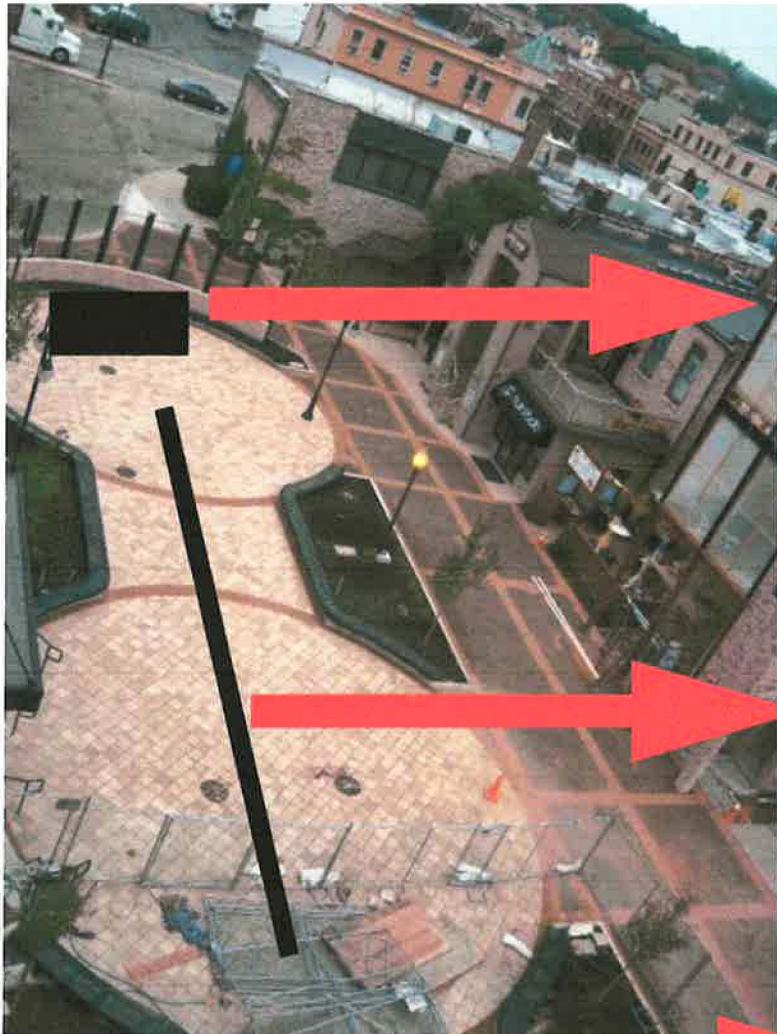
Does your event require temporary electric service? YES NO

- If yes, please indicate location(s) electric is needed on next sheet.

Does your event require temporary water/hydrant meter? ? YES NO

- If yes, please indicate locations(s) for hydrant meter(s) on next sheet.

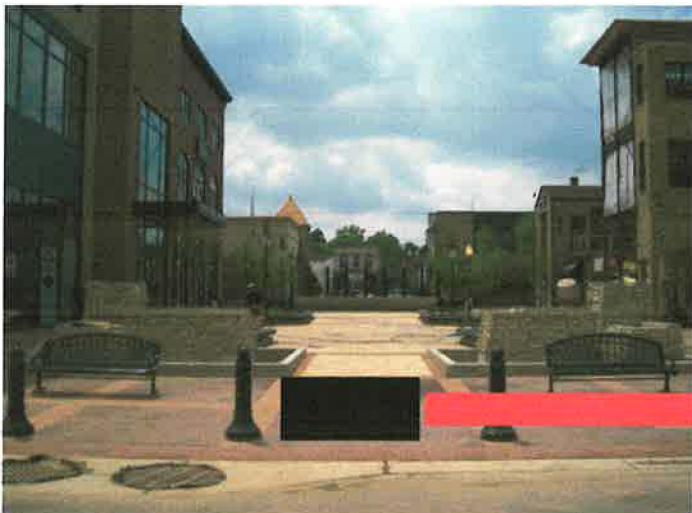
Map



Live Band

**Long Tables - Approx. 8 Tables
Around 80 People (8 people per table)**

Entrance where guests check in



Entrance where guests check in

SECTION 4 - SITE PLAN AND/OR ROUTE MAP

Please use the space below to illustrate the layout for your event. If you need additional space, please attach a separate sheet.

*See attached documents

If applicable, the following must be included:

Location of food vendors (FV)
Location of beverage vendors (BV)
Location of garbage receptacles (G)
Location of toilets (T)
Location of hand washing sinks (HWS)
Location of retail merchants (RM)
Location of First Aid (FA)

Location and number of barricades (B)
Location of fire lane (FL)
Location of fire extinguishers (FE)
Public entrances and exits (PE)
Location of sound stages and amplified sound (S)
Location of residential streets surrounding events
Electric (E)
(Hydrant Meter (H20))

Section 5 – Emergency Phone Tree

Please use the space below to illustrate the Emergency Phone Tree for your event or submit a separate form detailing your Emergency Phone Tree. If you need additional space, please attach a separate sheet.

Event Title Long Table Dinner **Date(s) of Event** July 11, 2020 July 12, 2020

Emergency Contact Information

Primary Contact: Katherine Reda **Secondary Contact:** Tammy Simmons

Title: Event Director **Title:** Director of Development

Phone No: [REDACTED] **Phone no.:** [REDACTED]

Tertiary Contact: Hal Honeyman **Operations Manager:** Melissa Burke

Title: Founder/Executive Director **Title:** Administrative Assistant

Phone No: [REDACTED] **Phone no.** [REDACTED]

Site Managers and miscellaneous contacts

Location: First Street Plaza (Main Area) **Location:** Each restaurant - Do not have their contact info yet

Date(s): 7/11/20 **Date(s):** 7/11/20

Name: Katherine Reda **Name:** TBD

Phone # [REDACTED] **Phone #:** TBD

Location: _____ **Location:** _____

Date(s): _____ **Date(s):** _____

Name: _____ **Name:** _____

Phone # _____ **Phone #** _____

Location: _____ **Location:** _____

Date(s): _____ **Date(s):** _____

Name: _____ **Name:** _____

Phone #: _____ **Phone #** _____

Section 6– Emergency or Crisis Management Procedures

Please submit your Emergency or Crisis Management Procedures for your event or use the provided example. If you need additional space, please attach a separate sheet.

Emergency/Crisis Management Procedures

1. In the case of any incident, accident or anything deemed “out of the ordinary” (including inclement weather and its potential affects on patrons, property and/or equipment).
Project Mobility has designated Tammy Simms with the responsibility of being the CRISIS MANAGER (CM). This position will empower the designated person to make decisions on behalf of Project Mobility coordinate with local authorities for an action plan and to make any statements to the press (if applicable).
2. In the case of any incident, accident or anything deemed “out of the ordinary” (including inclement weather and its potential affects on patrons, property and/or equipment) ALL Project Mobility staff will be instructed to:
 - a. Act as quickly and professionally as possible;
 - b. To contact their immediate supervisor and/or the on-site Project Mobility management representative;
 - c. Have as much factual information available as possible – not to speculate as to the cause of the incident, accident, etc., unless requested by the CM;
 - d. Follow the directions of the immediate supervisor and/or the on-site Project Mobility management representative explicitly;
 - e. Recommend that people leave the area first, or at the very least go to their vehicles. If unable to evacuate (staff, disabled, families, etc.) use the lower levels of the parking decks. (West Side, Walnut Street & 1st Street), (East Side, Walnut Avenue & 3rd Avenue). In the event of Tornado Warnings on Saturday and Sunday, Park District staff will open the Pottawatomie Park Community Center so people can seek shelter there, if desired;
If at a location with food, vendors and/or ride operators: turn off all power, gas and grills so unattended energy sources do not catch on fire.
3. These steps should be taken immediately following any incident/accident:
 - a. Get medical help to the parties involved (if applicable);
 - b. Work with sound/announcer, lighting, etc. to inform the patrons of necessary information and/or divert the patron’s attention;
 - c. Resume scheduled activity as soon as possible (subject to #5 below);
 - d. Call the police or other authorities and report any accident;
 - e. Identify witnesses to the incident to obtain statements if necessary;
 - f. Contact a Site Manager for an Incident Report.
4. The CM will communicate to all staff, volunteers, and other personnel that all communication with the press, police, or any other authority will be handled solely by the CM. Police may request information from event personnel and everyone associated with

Tammy Simmons will cooperate with the police department. We will not interfere with police investigations and/or action plans and we will provide the police with materials available upon their request. Any and all materials requested should not be given out until copies of all information can be reproduced for

Project Mobility

5. The CM will consult with the local authorities. If it is determined conditions are so extreme the festival cannot continue, the CM will consult with Project Mobility to discuss alternatives.
6. An official statement will be written and given to the CM as soon as it can be formulated by Project Mobility management. No personnel or staff should offer any information to any media other than the provided statement. No media questions should be answered unless otherwise instructed.
7. Always remember to follow these guidelines:
 - a. Keep as cool and calm as possible;
 - b. Cooperate fully with the authorities. Be as accurate as possible, don't speculate with anyone, including Project Mobility personnel;
 - c. Direct any and all media questions to CM, and only read official statements prepared by Project Mobility Management;
 - d. Use common sense. Think before you act, and always be professional;
 - e. Fill out a Festival Incident Report as accurately as possible;
 - f. Get a copy of the Incident Report from the police and a report from the hospital (if applicable).

Additional Notes:

SECTION 7 – RETAIL MERCHANTS

It is the responsibility of the event organizer to ensure that all participating retail merchants are properly collecting, reporting and filing City sales taxes from sales generated at the event, in accordance with State Statutes. The City’s current sales tax rate is 8%. Sales tax collections and forms are to be submitted to the State and not the City. For further information on how and where tax payments are to be submitted, please contact the Illinois Department of Revenue Registration Office at 1-800-732-8866.

Please answer the following question regarding the use of retail merchants in conjunction with your event:

Will your event include:

- Merchants selling retail merchandise? YES: _____ NO:
- Food and/or beverages for immediate consumption? YES: NO: _____

If no, no further action is necessary.

If yes to either, you must provide a list of all participating vendors, including business name, address and State IBT number to the City’s Finance Department within 14 days of the event. A sample form in Excel format will be emailed to the event organizer’s email address. In addition, you must read and sign the following certification:

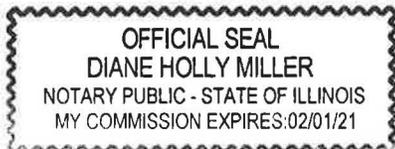
I understand that it is my responsibility to ensure that all retail merchants and/or food and beverage vendors participating in this event are aware of the rules and requirements for properly collecting and remitting any City sales taxes generated from sales at this event. I will provide the City with a complete listing of all merchants, including their name, address and State IBT number, within 14 days of the event.

Signature: 

Date: 12/13/19

Name: Katherine Reda

Title: Event Director



SECTION 8 – St. Charles Police Department – Request for Police Services



ST. CHARLES POLICE DEPARTMENT
REQUEST FOR POLICE SERVICES

DATE SUBMITTED: _____

Individual Requesting Services _____

Home Telephone _____

Person/Organization to be Billed _____

Business Telephone _____

Address _____

Cell Phone _____

City/State/Zip Code _____

Signature _____

St. Charles PD has the authority to determine the number of officers needed based on the circumstances and conditions of the event. I hereby agree to reimburse the city of St. Charles for all compensation paid to its officers for the services and at the rates described above.

Signature of Person Agreeing to Pay _____

TYPE OF EVENT: _____

LOCATION: _____

DATE(S)	TIME(S)	NUMBER OF OFFICERS REQUESTED	HOURLY RATE – TIME & 1/2 NUMBER EXPECTED TO ATTEND _____
	to		
	to		
	to		

***** DO NOT WRITE BELOW THIS SPACE *****

APPROVED: _____ DISAPPROVED: _____ DATE: _____

Comments: _____

Approved By: _____

OFFICER SIGNUP SECTION HOURLY RATE – TIME & 1/2

DATE	TIME	OFFICERS REQUESTED	NAME	NAME
	to			

Billing to City of St. Charles

Verified by: _____ Date: _____

SECTION 9 – INDEMNIFICATION/HOLD HARMLESS

In consideration of the City of St. Charles permitting the Project Mobility
(name of organization)
 (“Organization”) to conduct The Long Table Dinner (“Event”), the Organization
(name of event)
 recognizes, acknowledges and assumes any and all risks arising from or in any way
 related to the Event.

To the fullest extent permitted by law, the Organization hereby agrees to defend,
 indemnify and hold harmless the City of St. Charles, its officers, officials, employees and
 agents from and against all injuries, deaths, losses, damages, claims, suits, liabilities,
 judgments, cost, and expenses (including all attorney’s fees and costs), arising from, or
 resulting from or in any way related, directly and/or indirectly to the Event, except that
 arising out of the sole legal cause of the City of St. Charles, its officers, officials,
 employees and agents.

The Organization shall, at its own expense, appear, defend and pay all charges of
 attorneys and all costs and other expenses arising there from or incurred in connection
 therewith, and, if any judgment shall be rendered against the City of St. Charles, its
 officers, officials, employees and/or agents, in any such action, the Organization at its
 own expense shall satisfy and discharge same.

The invalidity of any provision(s) of this INDEMNIFICATION/HOLD
 HARMLESS or unenforceability of any of its provisions shall not affect the validity or
 enforceability of the remainder of this INDEMNIFICATION/HOLD HARMLESS.

The Organization and the authorized signatory below warrant and represent that
 the authorized signatory below has full authority to execute and submit this application,
 including, but not by way of limitation, the INDEMNIFICATION/HOLD HARMLESS

provisions contained herein.

The Organization and the authorized signatory below agree to inform the City of St. Charles of any changes in the application at least thirty (30) days prior to the event.

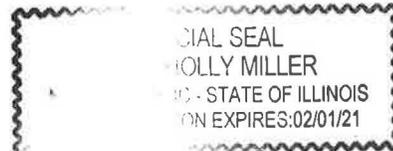
Project Mobility
(Name of Organization)

12/13/19
(Date)

by [Signature]
Authorized Signatory

Signed and sworn to before me this 13th day of December, 2019.

[Signature]
Notary Public



All applications must be signed and notarized.

After submitting all forms, your application will be reviewed by City staff. All departments that will be involved in providing services or permits for the event will be notified. **Please do not assume that all aspects of the event will be approved. You may be asked to make some changes to your plan based on the availability of services and scheduling of other events.**

The City of St. Charles reserves the right to cancel any event at any time for reasons deemed necessary by the City Council and/or City Administrator.

Deliver All Completed Items to:
City of St. Charles
Attn: Building & Code Enforcement
2 E. Main Street
St. Charles, IL 60174



Downtown Events Review Process & Evaluation

Summary

The Downtown St. Charles Partnership wishes to support events and promotions that will strengthen the retail, dining, entertainment, and hospitality sectors of downtown, diversify the downtown event calendar, and invite people downtown by offering compelling, free or low-cost events. The desired result is a coordinated offering of downtown events and promotions that:

- Engage and strengthen the downtown business community.
- Increase the frequency and/or length of the visits to the downtown.
- Provide a comprehensive and coordinated offering of quality events.
- Enhance the image of the downtown as a destination.
- Celebrate the vibrancy and unique assets of the downtown.
- Ensure diversity and uniqueness in the events offered.

Requirements

Events approved in Downtown St. Charles will meet the following requirements:

- The events are complimentary or have a minimal admission charge and are appealing to the general public.
- The event will benefit downtown businesses and not create a significant negative impact on them.
- The event organizer will meet with affected downtown businesses to help make the event a positive experience for them.
- The application and review is required for all events within the downtown area (view map at <http://www.downtownstcharles.org/map-and-directions/downtown-map/>)

Evaluation

Proposals submitted will be evaluated based on the quality of the proposal and the following strategies and requirements:

1. **Benefit to the downtown:**
 - o Downtown businesses will realize benefits from the event.
 - o The event will enhance the downtown's reputation as a destination for shopping, dining, hospitality, and entertainment.
 - o The event/promotion creates a positive image of the downtown.
2. **Ease and Ability of Production**
 - o The organization coordinating the event has the capacity to carry out the event/promotion. This will require a business plan detailing the financial and marketing plans.
 - o The event is pedestrian friendly.
 - o All elements (security, promotion, staffing, clean up) are the responsibility of, and financed by, the event organizer.
3. **Broad Popularity**
 - o The event can be enjoyed by a variety of audiences.
 - o The event is complimentary, or has a minimal admission charge, and is appealing to the general public.
4. **Coordination and Collaboration**
 - o The event meets with approval from the City and the DSCP.
 - o The marketing plan for the event/promotion includes communication with the City and the DSCP.
 - o The event organizers collaborate with downtown businesses. Opportunities are created to encourage interaction between businesses and the event attendees. First Priority for event participation, particularly with respect to event food/beverage and retail vending, shall be given to downtown businesses.
 - o For merchant promotions, participation is available to all downtown merchant businesses.
5. **Expansion and Diversity of the Downtown Event Calendar**
 - o The event will assist in creating a diverse menu of downtown programming and give people a new reason to come downtown that does not currently exist.
 - o The event will bring diverse clientele into the downtown and brings people into the downtown at a time that doesn't conflict with other events.

Process

Please complete the Downtown Event Review Proposal questions with the City of St. Charles Special Events Application. Please answer all questions to the best of your knowledge. Proposals submitted will be evaluated based on the quality of the proposal and the evaluation requirements.

1. Please return the Downtown St. Charles Event Review Proposal and any attachments to the City of St. Charles 120 days before your Intended Event Date.
 - a. It is strongly encouraged that the event organizers meet with the businesses that will be impacted in advance of submitting the proposal. Feedback from those meetings should be included with the event application.
2. The DSCP Events Review Committee will review your proposal within 14 days and follow up with any questions they may have.
 - a. If modifications are needed, you will be asked to resubmit any changes within two weeks time.
3. Then if a positive recommendation is given by the Events Review Committee, the City of St. Charles will schedule a Special Events Review Meeting with you and City Staff to discuss logistics and any issues and/or concerns related to traffic, safety, etc.
4. Then, your event will be brought before City Council within the 90 Days for final review accompanied by the DSCP recommendation.

Downtown St. Charles Event Review Proposal

- 1. Please describe the purpose of your event including proposed date(s)/time(s).** Saturday, July 11th 2020 5 pm - 9 pm

5K course chef prepared outdoor dinner to take place at the First Street Plaza.

Project Mobility will reach out to the restaurants on First Street asking them to participate by preparing one course to be featured at the event. This is a great way to get people to the downtown area to "sample" all the different restaurants while supporting a great local cause.

The guests will be asked to wear their "summer whites". Wearing white represents they support Project Mobility.

The event will feature live music, silent auction and Project Mobility's Adaptive Bike Giveaway. Guests will get to see first-hand what Project Mobility is all about and where the money that is being raised is going to.

- 2. Explain how your event will comply with the evaluation criteria, as described in the Downtown Events Evaluation summary.**

- a. Benefit to Downtown Business** The event will bring attention to the dining downtown along with creating a positive image of the area.
- b. Ease and Ability of Production** Project Mobility can handle the event since we put on Hops for Hope 5K (expecting 1,000 people for 2020). It is pedestrian friendly due to it being held in the First Street Plaza.
- c. Broad Popularity** The event is great for many different types of people. Most everyone love trying and going out to local restaurants. This event is a way to "try" many of them at one time while knowing you money is going to a local charity.
- d. Coordination and Collaboration** We are open to working together !
- e. Expansion and Diversity of the Downtown Event Calendar** Their is no other event in the area (that we know of) that brings many different dining options to guests all in one event. Especially in the popular First Street area.

- 3. What distances will people travel to participate in the event? Please justify. (i.e. local participants who live within a 5 - 10 mile radius or regional event attracting people from 3 - 5 states with a 5 - 10 hour driving distance)**

We are not too sure since we have never put on this type of event before. But for Hops for Hope 5K we attract people from all parts of Illinois along with people from Wisconsin, Michigan, Minnesota, Pennsylvania and Missouri.

- 4. What is the estimated number of event a) Participants b) Attendees? Please justify.**

We are anticipating 80 guests. That is due to our first year of the 5K we held was 300 and our Bike Ride was 100. We think since this event is a little more expensive than both events we may have less guests.

- 5. Safety and the impact on downtown businesses, residents and the City are major priorities. Please describe what street closures, detours, and parking you would request and how you would address concerns from these stakeholders?**

We will not need any street closures. We will notify businesses in the area of the event but most of them will be participating and know of the event. We will suggest that guests use the parking garages near and on First Street.

6. Please describe what makes this event unique to Downtown St. Charles.

What makes this event unique is there are no other events doing what we will be doing. First Street is very popular area with amazing restaurants. We are putting these great restaurants together so people can enjoy many restaurants in one night. Plus some restaurants may create a unique dish they can only get at the event. This is really highlighting the amazing dining options we have in St. Charles along with highlighting a great local charity.

7. How will you measure success?

We will measure success by a post event survey to see if guests truly enjoyed themselves. We will also measure success by how much we raise for Project Mobility.

8. If success, as you have defined it, is reached, please describe future plans for this event.

We would love to expand the space and make it larger. Other states that do this event close a street down and have it there due to having hundreds of people.

9. Attach the business and marketing plans with expected revenue, expenses, and sponsors secured.

Do not have yet.

10. How will your organization secure funding necessary to pay for any requested or required City resources?

We will reach out to local businesses for sponsorships to help off set the costs that may occur from the event thus raising more funds for Project Mobility.

11. Provide a list of downtown businesses you have identified as likely to be affected by your event/promotion and a brief summary of your communication with them to date.

We are waiting to get further approved from the city before spreading word too much on the event. But the following will be affected but these businesses are also the ones we are reaching out to partner with the event and serve food.

- La Mesa
- McNally's
- Gia Mia (soon to open)
- ZaZa's
- Wok n Fire

and the remaining First St. businesses.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

JAN 31 2008

Date:

Employer Identification Number:
30-0143832

DLN:

17053005704048

Contact Person:

SHAWNDEA KREBS

ID# 31072

Contact Telephone Number:

(877) 829-5500

Public Charity Status:

170(b)(1)(A)(vi)

PROJECT MOBILITY CYCLES FOR LIFE
INC
2930 CAMPTON HILLS RD
ST CHARLES, IL 60175-0000

Dear Applicant:

Our letter dated April 2003, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)



CITY OF ST. CHARLES
TWO EAST MAIN STREET
ST. CHARLES, ILLINOIS 60174-1984



DEPARTMENT: BUILDING & CODE ENFORCEMENT

PHONE: 630.377.4406

FAX: 630.443.4638

LOUDSPEAKER/AMPLIFIER LICENSE APPLICATION

Important: this application must be fully and accurately complete.

1. License term: FROM 7/11/19 TO 7/11/19 Number of Days 1

2. Applicant is: Corporation Partnership Individual

3. Applicant's Name Katherine Reda Telephone #

Project
Mobility

D/B/A _____
Address City/State/Zip St. Charles, IL 60175

4. Device Owner's Name TBD Telephone # _____

Address _____ City/State/Zip _____

5. Device(s) to be used, specific to power amplification (wattage) and output:

6. Area where device(s) is/are to be used:
First Street Plaza

7. Amplification system will be used for:
 Music
 Public Speaking
 Other (describe) _____

8. If used for music, what type (include name of artist/band if applicable):
TBD

9. Time of day device(s) is/are to be used: 5 pm - 9 pm

By signing this application, the applicant agrees to all the provisions of Chapter 9.24 of the City of St. Charles Municipal Code.

Applicant [Signature]
Signature

The fee for such a license will be \$5.00 per day, payable when the application is submitted for review. The city's police chief will reserve the right to review the application, and in conjunction with the Public Health and Safety Committee, either approve or deny the license request.

Approved: _____

Denied: _____

by: _____
Chief of Police

For Office Use			
Date Received	<u>12/13/19</u>	Fee Paid	<u>12/13/19</u>
	<u>CL# 4185 \$5.00</u>	Receipt No.	_____
		Permit No.	_____

Police Department



Memo

Date: 2/7/2020

To: The Honorable Ray Rogina, Mayor-Liquor Commissioner

From: James Keegan, Chief of Police

Re: Background Investigation- C-1 Liquor License for Ed's Basement (EL Elle Sea LLC)
located at 219 W. Main Street (1am Permit)

The purpose of this memorandum is to document and forward to your attention the results of the background investigation conducted by members of the St. Charles Police Department concerning the above mentioned establishment.

Ed' Basement, located at 219 W. Main Street intends to open and operate a small bar/restaurant featuring locally brewed beer across Main Street from several of our other bars/restaurants.

The applicants own and operate other establishments in both Addison and Rolling Meadows. Furthermore, both intend to live above Ed's Basement. This is a 1:00 a.m. late night permit request with a very limited menu and business plan. The ownership group intends to install a commercial kitchen at a later date and is evolving with their business plans once they move farther along with remodeling and code related mandates.

The applicants appeared at the January LCC and asked to advance this concept forward as they continue with their buildout. They are working with our Community and economic Development Department and their build-out continues, with a March 2020 target date. The floor plan, brief business plan and menu information from one of their other ventures is included in this packet. All of the other corresponding application materials were found to be acceptable and accurate.

We found nothing of a derogatory nature that would preclude either the site location or the applicants with from moving forward with operations and on-site consumption; subject to City Council approval.

I would suggest that the issuance of a liquor license be contingent on the issuance of an occupancy permit and the approval of all permitting issues with the City.

Please see the attached material for further information.

Thank you in advance for your consideration in this matter.



Memo

Date: 02/07/20
To: Chief Keegan (via chain of command)
From: Commander Majewski
Re: Liquor License Background, El Elle Sea LLC (Ed's Basement)

The purpose of this memo is to outline steps taken during the background investigation for a liquor license application. This investigation was done based on the application submitted for a Class C-1 license for the business, El Elle Sea LLC (DBA Ed's Basement). This business is to be located at 219 W. Main St.

Applicants:

Simbol, Edward T Andriola, Brandon P

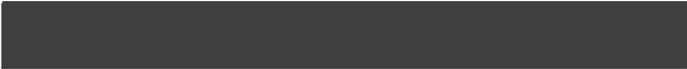


Application:

The application was received on or around 12/26/19. The application is complete to include a signed lease, a menu, floor plan and a quote for Certificate of Insurance (dram shop). Edward and Brandon are listed as President and Vice President, respectively, of El Elle Sea LLC.

Records Checks:

Edward Simbol provided 2 residences in the past 10 plus years;

Current address of 

Previous address of 

A check with Hoffman Estates Police, Glendale Heights Police records and TLO showed nothing that would prohibit obtaining a liquor license. I CLEAR showed no contacts for Simbol. SCPD also showed no contacts for Simbol.

A check of the Kane and DuPage County Circuit Court Clerk database revealed nothing that would prohibit Simbol from obtaining a liquor license.

Service, Courage, Professionalism, Dedication



Mr. Simbol also advised he operates 2 similar businesses;

Bigby's Pour House 1700 W Lake St Addison IL, 60101

Bigby's Pour House 1649 W Algonquin RD Rolling Meadows IL, 60008

Contact was made with both Addison and Rolling Meadows PD and the respective city administrations. After reviewing the reports, it appeared that Simbol and the establishment were cooperative with police in the few encounters they had and Simbol was not involved in any manner other than assisting a battery victim obtain medical attention. Nothing in any of the Addison Police reports indicated Simbol should be denied a Liquor License. Addison city administration advised the business was current and in good standing.

Nothing in the information provided by Rolling Meadows Police indicated that Simbol should be denied a Liquor License. Rolling Meadows city administration advised that the business was current and in good standing.

Simbol has a current BASSET certification. Simbol's fingerprints were submitted to the FBI and Illinois Bureau of Identification; their reply indicated nothing that would deny the issuance of a Liquor License.

Illinois Secretary of State LLC check on EL ELLE SEA, LLC DBA Ed's Basement showed nothing preventing it from being issued a Liquor License.

Brandon Andriola provided one address of residency on the application;

90 Rodenburg Rd Roselle IL, 60172

A check with Roselle Police records and TLO showed nothing that would prohibit obtaining a liquor license.

A search of I CLEAR showed no contacts for Andriola. SCPD records also showed no contacts for Andriola.

A check of the Kane and DuPage County Circuit Court Clerk database revealed nothing that would prohibit Simbol from obtaining a liquor license.

Andriola has a current BASSET certification. Andriola's fingerprints were submitted to the FBI and Illinois Bureau of Identification; their reply indicated nothing that would deny the issuance of a Liquor License.

SITE VISIT and INTERVIEW WITH APPLICANTS:

On 02/06/20 I met with Ed Simbol and Brandon Andriola at the location for Ed's Basement. The interior of the business was still in the process being constructed and they had various contractors scheduled for the next few weeks. Ed sated they hope to opened by February 27th but added that was optimistic. Ed has two other businesses and I asked if

the menu would be similar to the other establishments. He stated, to start, Ed's Basement would not have a robust menu and would start out using local food vendors for appetizers like chips and salsa. In the future, more food options would be available when the kitchen is open. I asked what brought Ed to St. Charles and he stated a patron from his other business has a law office in St. Charles and bought the building. The original plan was to use the location for Ed's Basement for their law office but Ed walked the building and fell in love with the location. They agreed that Ed could use it instead. Ed added that they planned to work with local breweries to create specialty brews that would be available to the local brewery and at Ed's Basement only.

Brandon has recently started working with Ed after spending the last four years with Alter Brewing Company as their Tap Room Manager. Brandon left on good terms and they look forward to working with Alter Brewing's new location in St. Charles on specialty brews. Overall, Brandon has been in the bar business for 15 years. Brandon explained the overall vibe of Ed's Basement is a quaint hang out and they want their patrons to relax. He added they prefer an older crowd which is one of the reasons they chose the 1am permit. Brandon stated they are interested in selling good quality brewed beer, not \$4 pitchers.

Notes in the application on the business plan indicate the hours of operation will be 4pm-1am Monday thru Friday and noon to 1am on Saturday and Sunday. There will be no live music and no outdoor seating. Smoking area will be in front of the building.

This concludes this background investigation.

EM #317

City of St. Charles, Illinois Liquor Control Commissioner
 CITY RETAIL LIQUOR DEALER LICENSE APPLICATION
 APPLICATION FEE IS NON-REFUNDABLE



Incomplete applications will not be accepted.
 Completed applications may be submitted to:
 Two East Main Street, St. Charles, IL 60174-1984

Date Application Received: New Application Renewal Application License Class: C1
 Business Name: El Valle Sea, LLC dba Ed's Basement

APPLICATION CHECKLIST

Check items to confirm all are attached to this application	Applicant	Office Use Only
Application Fee	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Completed Application for all questions applicable to your business.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Lease/Proof of Ownership	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Dram Shop Insurance or a letter from insurance agent with a proposed quote.	<input type="checkbox"/>	<input type="checkbox"/> quote provided pending
Copy of Articles of Corporation, if applicable.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Completed B.A.S.S.E.T. (Beverage Alcohol Sellers & Servers Training) form – filled out for all employees. A copy of the B.A.S.S.E.T. certificate is only needed for each manager. It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for all of their employees.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Site Plan for Establishment (Drawn to scale including the parking lot, patio and/or deck, outdoor seating).	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Floor Plan for Establishment (Drawn to scale and must include the layout of the establishment with tables, chairs, aisles, displays, cash register, bar, and lounge area with dimensions, percentage, and square footage noted for each space). Be sure to also include all fixed objects , such as pool tables, bar stools, vending/amusement machines; as well as all exits .	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Business Plan, to include: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Hours of Operation <input checked="" type="checkbox"/> Copy of Menu <input checked="" type="checkbox"/> Whether or not live music will be played at this establishment <input checked="" type="checkbox"/> Will there be outdoor seating and/or outdoor designated smoking area <input type="checkbox"/> Do not include a marketing or financial plan with this business plan 	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Are any building alterations planned for this site? If not sure, please contact Building & Code Enforcement at 630.377.4406 and/or Fire Prevention Bureau at 630.377.4458 to discuss whether or not a walk-thru and/or permit are necessary for this business.	<input type="checkbox"/>	<input type="checkbox"/> No
All managers have been fingerprinted who are employed by your establishment. When new management is hired, it is imperative you contact the Mayor's office to be fingerprinted so the City's business files are appropriately updated.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

OFFICIAL USE ONLY

Approved* Denied Date Approved/Denied: _____ Customer Number: _____

Signature of Mayor, Liquor Control Commissioner _____

Date Issued _____

***ISSUANCE OF THIS LICENSE IS CONTINGENT ON MEETING ALL REQUIRED BUILDING AND FIRE DEPARTMENT REQUIREMENTS.**

APPLICANT INFORMATION

A. Type of Business: Individual Partnership Corporation Other (explain): (llc)

B. Business Name: EL ELLE SEA, llc DBA Eds Basement

C. Business Address: 219 W. MAIN ST.

D. IL Tax ID Number: [Redacted] E. Business Phone: 331 926 7982 F. Business E-mail: [Redacted] G. Business Website:

H. Contact Person: Ed Simbol I. Title: PRES J. Phone No: [Redacted]
 Email: ed@bigbysph.com

K. If Corporation, Corporation Name: El Elle Sea, llc

L. Corporation Address (city, state, zip code): 219 W Main St.

BUSINESS ESTABLISHMENT LOCATION INFORMATION

A. License Class: A Package B Restaurant C Tavern D Hotel/Banquet/Arcada/Q-Center/Entertainment/Club
 Other:

B. Address applying for liquor license (exact street address): 219 W MAIN ST C. Number of Parking Spaces: 0 (public lot) D. Outside Dining s.f. [17.20.020-R]: 0 E. Holding Bar s.f. [5.08.010-F]: 200 sf.

F. Total Building s.f.: 2685 G. Total Number of Seats: 65 H. Number of Bar Seats: 25 I. Sale Counter s.f.: n/a J. Live Entertainment Area s.f. [5.08.010-H]: n/a

K. Kitchen s.f.: 217 L. Cooler s.f.: 24 M. Dry Storage s.f.: 200 N. Seating Area s.f.: 2400 sf. O. Retail/public Area s.f.: P. Service Bar s.f. [5.08.010-O]: n/a

Q. Brief Business Plan description based on type of establishment listed above:
 Basic long layout w/ 25 bar seats and tables & chairs

MANAGER INFORMATION

Full Name, include middle initial: Edward T Simbol Title: PRESIDENT
 Birthdate: [Redacted] Birthplace: [Redacted] Driver's License#: [Redacted] Home Phone: [Redacted]
 Home Address: [Redacted]

Full Name, include middle initial: Brandon Paul Addriola Title: VICE PRESIDENT
 Birthdate: [Redacted] Birthplace: [Redacted] Driver's License#: [Redacted] Home Phone: [Redacted]
 Home Address: [Redacted]

Full Name, include middle initial: Title:
 Birthdate: Birthplace: Driver's License#: Home Phone:
 Home Address:

PROPOSED FLOOR PLAN/LAYOUT OF PROPERTY

Mandatory: attach to this application a floorplan or layout of the proposed facility to include the following:

CLASS B LICENSES

- | | |
|----|---|
| 1. | Every application for a Class B license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale showing the following (check off once complete):

a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof;

b. The designated use of each room or segregated area (i.e. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided);

c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.** |
| 2. | The site drawing is subject to the approval of the Local Liquor Control Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any license by noting the same on the approved site drawing or as provided on the face of the license. |
| 3. | A copy of the approved site drawing shall be attached to the approved license and is made a part of said license. |
| 4. | It shall be unlawful for any Class B licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing. |

CLASS C LICENSES

- | | |
|----|---|
| 1. | Every application for a Class C license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale, showing the following (check off once complete):

a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof;

b. The designated use of each room or segregated area (e.g. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas, where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided);

c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.** |
| 2. | The site drawing is subject to the approval of the Local Liquor Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any licensee by noting the same on the approved site drawing or as provided on the face of the license. |
| 3. | A copy of the approved site drawing shall be attached to the approved license and is made a part of said license. |
| 4. | It shall be unlawful for any Class C licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing. |

****THE FIRE PREVENTION BUREAU WILL FURNISH ALL FINAL, PERMITTED OCCUPANCY NUMBERS FOR THIS LICENSE.**

CORPORATION / PREMISES QUESTIONS

1.	<p>If applicant is an individual or partnership, is each and every person a United States citizen (5.08.070-2)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is any individual a naturalized citizen? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, print name(s), date(s), and place(s) of naturalization:</p>
2.	<p>List the type of business of the applicant (5.08.070-3): BAR / RESTAURANT</p>
3.	<p>Number of years of experience for the above listed type of business (5.08.070-4): + 10 YEARS (2 LOCATIONS)</p>
4.	<p>Amount of merchandise that normally will be in inventory when in operation (5.08.070-5): \$ 10,000</p>
5.	<p>Location/address and description of business to be operated under this applied for license (5.08.070-6): 219 W Main St. To operate 2 craft beer bar (restaurant focusing on local st. Charles breweries (Pollyanna, Alter, Riverbends) and featuring local farms for produce</p>
6.	<p>Is the premises owned or leased (5.08.070-6A)? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased</p>
7.	<p>If the premises are leased, list the names and addresses of all direct owners or owners of beneficial interests in any trusts, if premises are held in trust (5.08.070-6B):</p> <p>Name of Building Owner: JOHN BUSH</p> <p>Address of Building Owner: 4N624 MOUNTAIN ASH DR. Wayne IL 60184</p> <p>Mailing Address of Building Owner (if different): n/a</p> <p>Phone Number: 630-642 0457 E-mail Address: jbushlaw@yahoo.com</p> <p>Name of Building Owner:</p> <p>Address of Building Owner:</p> <p>Mailing Address of Building Owner (if different):</p> <p>Phone Number: E-mail Address:</p> <p>Name of Building Owner:</p> <p>Address of Building Owner:</p> <p>Mailing Address of Building Owner (if different):</p> <p>Phone Number: E-mail Address:</p>
8.	<p>Does the applicant currently operate, or operated in the past, any other establishment within the City of St. Charles that requires a liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, please list the business name(s) and address(es):</p>

9.	<p>Does applicant have any outstanding debt with the City of St. Charles, including, but not limited to, utility bills, alcohol tax, and permit fees, for any current or previous establishment owned, operated or managed by the applicant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, please note the City of St. Charles requires all debt to be paid in full before consideration of a new or renewed liquor license is issued.</p>
10.	<p>Are any improvements planned for the building and/or site that will require a building permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, has a building permit been applied for? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, date building permit was applied for with Building & Code Enforcement:</p>
11.	<p>Has applicant applied for a similar or other license on the premises other than the one for which this license is sought (5.08.070-7)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, what was the disposition of the application? Explain as necessary:</p>
12.	<p>Has applicant (and all persons listed on page 1 of this application) ever been convicted of a felony under any Federal or State law, or convicted of a misdemeanor opposed to decency or morality (5.08.070-8)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Is applicant (and all persons listed on page 1 of this application) disqualified from receiving a liquor license by reason of any matter contained in Illinois State law and/or City of St. Charles Municipal Ordinances? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
13.	<p>List previous liquor licenses issued by any State Government or any subdivision thereof (5.08.070-9). Use additional paper if necessary.</p> <p>Government Unit: Village of Addison (DuPage)</p> <p>Date: 11/1/10 Location, City/State: 1700 W. Lake St Addison IL 60101</p> <p>Special Explanations: liquor license granted</p> <p>Government Unit: City of Rolling Meadows (Cook Co)</p> <p>Date: 8/8/15 Location, City/State: 1649 W. Algonquin Rd. Rolling Meadows 60008</p> <p>Special Explanations: liquor license granted</p>
14.	<p>Have any liquor licenses possessed ever been revoked (5.08.070-9)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, list all reasons on a separate, signed letter accompanying this application.</p> <p>Has any director, officer, shareholder, or any of your managers, ever been denied liquor license from any jurisdiction? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, proceed to Question 15. If more space is needed, please attach a separate sheet of paper with the information.</p>

15.	<p>Complete ONLY if yes was answered to the questions above (14):</p> <p>Name: _____ Name of Business: _____</p> <p>Position with the Business: _____</p> <p>Date(s) of Denial: _____</p> <p>Reason(s) for Denial of License: <i>n/a</i></p>
16.	<p>Date of Incorporation (Illinois Corporations) (5.08.070-10): <i>12/9/19</i></p> <p>Date qualified under Illinois Business Corporation Act to transact business in Illinois (Foreign Corporation): _____</p>
17.	<p>Has the applicant and all designated managers read and do they all understand and agree not to violate any liquor laws of the United States, the State of Illinois, and any of the ordinances of the City of St. Charles in conducting business(5.08.070-11)?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you, or in the case of a corporation, the local manager, or in the case of a partnership any of the partners, ever been convicted of any violation of any law pertaining to alcoholic liquor? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you, or in the case of a corporation the local manager, or in the case of a partnership any of the partners, ever been convicted of a felony? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you ever been convicted of a gambling offense? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If a partnership or corporation, include all partners and the local manager(s).)</p> <p>Will you and all your employees refuse to serve or sell alcoholic liquor to an intoxicated person or to a minor?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
18.	<p>Mandatory: All individual owners, partners, officers, directors, and/or persons holding directly or beneficially more than five (5) percent in interest of the stock of owners by interest listed on page 1 of this application must be fingerprinted by the City of St. Charles Police Department (5.08.070-A12).</p> <p>Has this been done? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>In process</i></p> <p>If yes, date(s): _____</p>
19.	<p>Mandatory: Has the applicant attached proof of Dram Shop Insurance to this application or already furnished it to the City of St. Charles (5.08.060)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>quote pending</i></p> <p>If already furnished, date of delivery: _____</p> <p>NOTE: Insurance must be issued from May 1, 20XX – April 30, 20XX in accordance with City code 5.08.060. Request a prorated rate from your insurance company if you are applying for a new license during this timeframe.</p>

20. **Mandatory:** Is the premises within 100 feet of any real property of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands, or children; and/or any military or naval station (5.08.230)?
 Yes No

COMMENTS/ADDITIONAL INFORMATION

APPLICATION FOR LATE NIGHT PERMIT

SUPPLEMENTAL TO LIQUOR LICENSE FOR CLASS B/C

To: St. Charles Liquor Control Commission

Date: 12/26/19

I now possess or have applied for a liquor license Class C-1

Applicant's Name: E1 Elle Sea, llc

Name of Business: Ed's Basement

Business Address: 219 W. Main St.

Business Phone: 331 826 7982

SUPPLEMENTAL PERMIT APPLIED FOR

Payment of Late Night Permit fee is required at the time the permit is issued.

- 1:00 a.m. Late Night Permit – fee of \$800.00
- 2:00 a.m. Late Night Permit – fee of \$2,300.00

NOTE: Other permits that may be available upon request include:

- Class E – Special Event License (1 to 3-day event @ \$100.00 per day)
- Outdoor Dining Permit (Contact Community & Economic Development @ 630.377.4443)

SIGNATURES



Applicant Signature

12/26/19
Date

B.A.S.S.E.T. TRAINING

Please list employees required to have B.A.S.S.E.T training on this page – include all managers, assistant managers, bartenders, and clerks who are permitted to make alcoholic liquor sales. Include copies of certificates for managers only and mark Manager if applicable. Add another page, if needed.

Name: (First) EDWARD (Last) SIMBOL (Middle) T Manager
Home Street Address: [REDACTED]
City, State, Zip: [REDACTED]
Date of Course: 8/21/19 Place Course was Taken: ONLINE
Birthdate: [REDACTED] Certificate Granted: Expiration: 8/22/22

Name: (First) Brandon (Last) ANDRIOLA (Middle) PAUL Manager
Home Street Address: [REDACTED]
City, State, Zip: [REDACTED]
Date of Course: / Place Course was Taken:
Birthdate: [REDACTED] Certificate Granted: Expiration: 5/16/22

Name: (First) (Last) (Middle) Manager
Home Street Address:
City, State, Zip:
Date of Course: Place Course was Taken:
Birthdate: Certificate Granted: Expiration:

Name: (First) (Last) (Middle) Manager
Home Street Address:
City, State, Zip:
Date of Course: Place Course was Taken:
Birthdate: Certificate Granted: Expiration:

NEW MANAGEMENT REQUIREMENTS

Whenever a new manager comes on board, the City must be notified and that person must be fingerprinted.

It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for their employees.

Business Name: El Elle Sea, LLC

SIGNATURES



Applicant's Signature

Sharon J. Bringelson 12-26-2019

Notary & Date

Seal:



Liquor Commissioner hereby directs City Clerk to issue permit indicated above.

Liquor Commissioner's Signature

Date

ADDENDUM TO RETAIL LIQUOR LICENSE APPLICATION

To be completed by the City of St. Charles Police Department

Date: 02/07/20	Name of Applicant: EL ELE Sea LLC
--------------------------	---

Name of Business:
Ed's Basement

Address of Business: 219 W. Main St	Ward Number: 4
---	--------------------------

To Liquor Control Commissioner, City of St. Charles, Illinois

Pursuant to the provision of the City of St. Charles Municipal Code, Chapter 5.08, Alcoholic Beverages, the following guide shall be in effect for the investigation of an applicant for a Retail Dealer's Liquor License:

1.	Date on which applicant will begin selling retail alcoholic liquors at this location: possibly 02/27/20 or soon after
2.	Is the location within 100 feet of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands or children; or any military or naval station? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.	If the answer to question 2 is yes, answer the following: Is applicant's place of business a hotel offering restaurant service, a regularly organized club, a restaurant, a food shop, or other place where the sale of alcoholic liquors is not the principal business? <input type="checkbox"/> Yes <input type="checkbox"/> No DNA If yes, answer a, b and c: a. State the kind of such business: b. Give date on which applicant began the kind of business named at this location: c. Has the kind of business designated been established at this location for such purpose prior to February 1, 1934, and carried on continuously since such time by either the applicant or any other person? <input type="checkbox"/> Yes <input type="checkbox"/> No
4.	If premises for which an alcoholic liquor license is herein applied for are within 100 feet of a church, have such premises been licensed for the sale of alcoholic liquor at retail prior to the establishment of such church? <input type="checkbox"/> Yes <input type="checkbox"/> No DNA If yes, have the premises been continuously operated and licensed for the sale of alcoholic liquor at retail since the original alcoholic liquor license was issued therefore? <input type="checkbox"/> Yes <input type="checkbox"/> No
5.	Is the place for which the alcoholic liquor license is sought a dwelling house, flat, or apartment used for residential purposes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.	Is there any access leading from premises to any other portion of the same building or structure used for dwelling or lodging purposes and which is permitted to be used or kept accessible for use by the public? (Connection between premises and such other portion of building or structure as is used only by the applicant, his/her family and personal guests not prohibited.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7.	If applicant conducts or will conduct in the same place any other class of business in addition to that of City Retailer of Alcoholic Liquor, state the kind and nature of such business: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

8.	Are all rooms where liquor will be sold for consumption on the premises continuously lighted during business hours by natural light or artificial white light so that all parts of the interior shall be clearly visible? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9.	Are premises located in any building belonging to or under the control of the State of Illinois or any other political subdivision thereof, such as county, city, etc.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10.	Are the premises for which license is herein applied for a store or place of business where the majority of customers are minors of school age or where the principal business transacted consists of school books, school supplies, food or drinks for such minors? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
11.	It is required by the City of St. Charles that all employees undergo BASSET training. Provide a copy of the certificate of training completion for each manager. All certificates for managers have been submitted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
12.	From your observation and investigation, has applicant—to the best of your knowledge—truthfully answered all questions? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, state exceptions:
13.	Have all persons named in this application been fingerprinted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Fingerprinted by: <i>St. Charles Police Dept.</i> Date: <i>01/08/20</i>
14.	Other necessary data:

SIGNATURES	
ENDORSEMENTS AND APPROVALS	
INVESTIGATING OFFICER	
<i>[Signature]</i> Investigating Officer Signature	<i>317 / Commander</i> Badge Number & Rank
ENDORSEMENT OF THE CHIEF OF POLICE	
Recommend Issuing Liquor License: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<i>2.7.20</i> Date
<i>[Signature]</i> Signature Of Chief of Police	

Eds Basement Business Plan

We are establishing a craft beer bar/restaurant focused on local. We will carry 14 drafts of all Illinois breweries, featuring all 4 St Charles breweries (Pollyanna, Riverlands, Alter, and D&G). We will brew collaboration beers (at their facility) that will be exclusive to Ed's Basement, the brewery taproom, and both Bigby's Pour House locations (my other two bars). Ed's Basement will offer a small cocktail list, mostly coming from breweries that distill and other Illinois distilleries. Around 6 wines (3 red, 3 white) will be offered, two of them being on draft. The kitchen is projected to open Q4 of 2020 and will focus on Will County farm sourced produce and poultry from Reams Meat Market in Elburn, IL. In the meantime, we will support local downtown restaurants like Blue Goose Market, Pueblo Modern Mexican, etc. Food menu is submitted in a separate document. Amusement licenses will be applied for one golden tee machine, two dartboards, and three pinball machines. Ed's Basement will be a comfortable and homey bar with a relaxed ambiance

Submitted by Ed Simbol, President and Founder of El Elle Sea, LLC d/b/a Ed's Basement



Local food menu:

Puebla Modern Mexican

-Chips and Salsa (roja or verde)

Blue Goose Market

-Beer Cheese
-Pretzels

Reams Meat Market

-Meat Sticks

Jay's

-Assorted Potato Chips

*eAT
local*

Illinois BASSET SELLER / SERVER CERTIFICATION

Trainee Name: brandon andriola

Certificate #: 000015758313

Date of Completion: 05/16/2019

School Name

360training.com dba Learn2Serve

I, 
certify that the above named person
successfully completed an approved
Learn2Serve Seller/Server course.

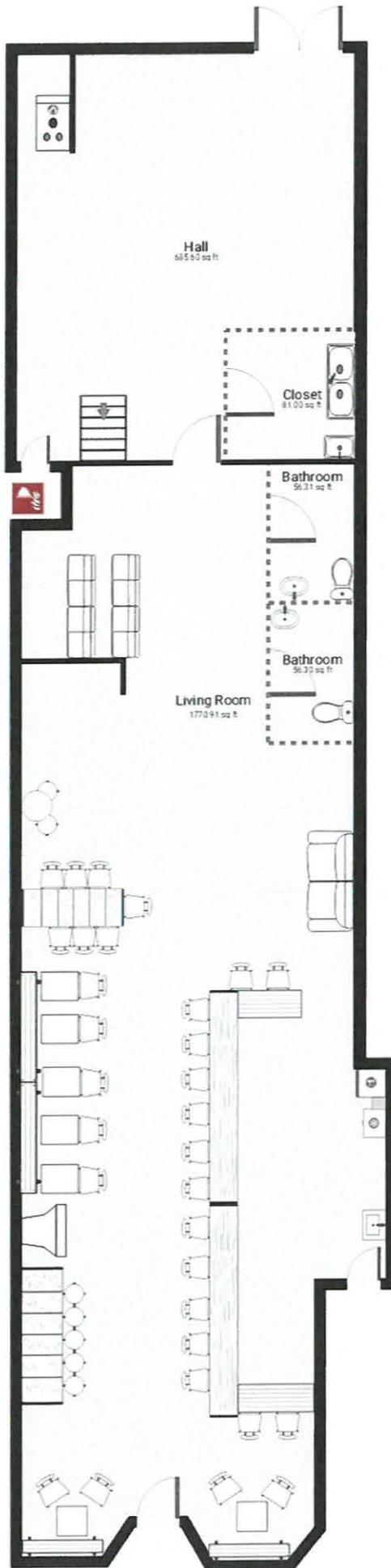
This course provides necessary
knowledge and techniques for the
responsible serving of alcohol.

This is your temporary certificate of completion. You will receive your official card in the mail. Please forward all questions to support@360training.com.



Corporate Headquarters

6801 N. Capital of Texas Hwy, Bldg 1,
Suite 250, Austin, TX 78731
Phone: 877.881.2235



Bringelson, Sharon

From: Ed Simbol <edsbasementbar@gmail.com>
Sent: Thursday, December 26, 2019 2:50 PM
To: Bringelson, Sharon
Subject: Fwd: El Elle Sea LLC

Sharon, here is the insurance comoany quote for dram shop

On Thu, Dec 26, 2019, 2:11 PM Frank Conroyd <frank@dukanefinancial.com> wrote:

Ed,

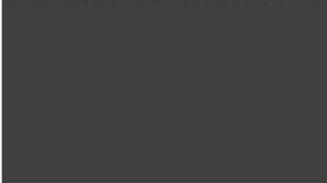
The offer for \$1,000,000.00 liquor liability from Illinois Casualty is \$750.00 for the year. This is for the new location at 219 W. Main St. St. Charles, Il, 60174.

Please advise if you have any questions.

Regards

Frank

Frank W. Conroyd CIC, LUTCF
Conroyd Insurance Agency



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5d

Title:

Recommendation to approve a Proposal for a B1 Liquor License Application for Osteria Trulli Located at 210 Cedar St., St. Charles.

Presenter:

Police Chief James Keegan

Meeting: Government Operations Committee

Date: February 18, 2020

Proposed Cost: \$

Budgeted Amount: \$

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

This is a new liquor license request for the former Romano's location – 210 Cedar Street.

This will be the second location for this business owner; their other location is in Arlington Heights.

Pursuant to this item being presented at the Government Operations Committee Meeting on February 18, 2020 to seek approval; it will be brought before the Liquor Control Commission at a meeting scheduled for 3:00 pm, the same day, to process and move it forward to this Committee. This item will then continue on to the City Council Meeting scheduled on March 2, 2020 for final approval.

Attachments *(please list):*

Summary, Floor Plan, Liquor License

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a proposal for a B1 Liquor License application for Osteria Trulli located at 210 Cedar St., St. Charles.



Memo

Date: 2/11/2020

To: The Honorable Ray Rogina, Mayor-Liquor Commissioner

From: James Keegan, Chief of Police *J. Keegan*

Re: Background Investigation- Osteria Trulli Restaurant/210 Cedar Street (Class B)

The purpose of this memorandum is to document and forward to your attention the results of the background investigation conducted by members of the St. Charles Police Department concerning the above mentioned establishment.

As you are aware, this location housed the former Romano's. The owner's recently moved out of state and the business plan submitted seeks approval to operate a similar full-service Italian restaurant.

The site location/floor plans and the corresponding application materials were reviewed by my staff. We found nothing of a derogatory nature that would preclude either the site location or the applicants from moving forward with an on-site consumption license, subject to City Council approval.

This is a Class B request; hours of operation are 11:00 a.m. to 10:00 p.m./7-days per week. This is the second restaurant for this ownership group. They operate another Osteria Trulli in Arlington Heights.

Thank you in advance for your consideration in this matter.



Memo

Date: 02/06/20
To: Commander E. Majewski #317
From: Detective J. Dony #376
Re: Liquor License Background, Osteria Trulli.

The purpose of this memo is to outline steps taken during the background investigation for a liquor license application. This investigation was done based on the application submitted for Class B-1 for the business, Osteria Trulli. This business is to be located at 210 Cedar Street.

Applicant:

Aldana, Mario Ovalle, Byron



Application:

The application was received on or around 02/05/2020. The application appears to be complete including a signed lease, Certificate of Insurance, a floor plan, and business plan.

Aldana and Ovalle hold a valid BASSET Certification which is included in the application.

Records Checks:

Aldana and Ovalle were all fingerprinted. Responses from both the FBI and Illinois Bureau of Identification show nothing that would cause the license to be denied.

A check of St. Charles and Kane County records showed no contacts that would preclude them from obtaining a liquor license from the city.

Aldana is from and currently resides in Chicago, IL. Records from Chicago Police Department showed no contacts that would preclude him from obtaining a liquor license from the city.



Ovalle is from and currently resides in Chicago, IL Records from the Chicago Police Department showed no contacts that would preclude her from obtaining a liquor license from the city.

A check of the Illinois Liquor Control Commission showed (1) active license for Osteria Trulli which is located in Arlington Heights. I contacted Arlington Heights Police Department and Village Hall, neither showed negative contacts that would preclude Osteria Trulli from obtaining a liquor license from the city. Osteria Trulli had no records of license revocations.

A check of TLO and I-Clear (law enforcement databases) showed the information concerning identity of Aldana and Ovalle to be accurate and no areas of concern were noted.

A check of the Illinois Secretary of State showed Osteria Trulli to be in good standing.

INTERVIEW WITH APPLICANT:

On 02/10/2020 at approximately 3:00 pm, I met with Byron Ovalle and Mario Aldana at the police department. Their identification was verified by their Illinois Driver's Licenses which all contained their current home addresses listed in the application.

I asked them why they decided to open a business in St. Charles. Byron stated that St. Charles offers them a great opportunity to serve a diverse community with Italian cuisine specializing in fresh fish. Byron stated that they have worked in the restaurant business their entire lives and enjoy making people happy by providing quality meals at an affordable rate.

Byron stated that they are going to still offer some of the previous owners (Ramono's) menu favorites but also include their own items. Byron stated that he would love to locate his family to the St. Charles area in the future. The restaurant is currently closed but will be opening the moment the liquor license is approved. Byron stated that they are currently doing some minor renovations to include cleaning, painting, and a bathroom remodel. Byron stated that they will be offering multiple cocktails on their menu to be served with meals which includes a homemade lemon cello. As of this time they have no alcohol inventory.

SITE VISIT:

On 02/07/20, I visited the location. I found the business lay out to be very similar to the floor plan provided with the application.

This concludes this background investigation.

JD

LIQUOR APPLICANT BACKGROUND CHECK LIST



APPLICANT(S): ALDANA, MARIO | OVALLE, BYRON & OSTERIA TRULLI

BUSINESS: OSTERIA TRULLI

ADDRESS: 210 CEDAR ST.

	REQUESTED	COMPLETED
APPLICATION	_____	_____ ✓
BUSINESS PLAN/FLOOR PLAN/MENU	_____	_____ ✓
LEASE (OR LETTER OF INTENT)	_____	_____ ✓
BASSET CERTIFICATE(S)	_____	_____ ✓
FINGERPRINTS (<u>ALL</u> MANAGERS)	_____	_____ ✓
DRAM SHOP (CERTIFICATE OF INSURANCE)	_____	_____ ✓
TLO	_____	_____ ✓
I-CLEAR	_____	_____ ✓
CERTIFICATE OF NATURALIZATION (IF APPLICABLE)	_____	_____ ✓
POLICE RECORDS CHECK	_____	_____ ✓
APPLICANT'S HOMETOWN RESIDENCY LETTER	_____	_____ ✓
ILLINOIS LIQUOR COMMISSION	_____	_____ ✓
SITE VISIT	_____	_____ ✓

INVESTIGATOR ASSIGNED: *Ann P* #376

SUPERVISOR REVIEW: *E. Shjerd* #317

City of St. Charles, Illinois Liquor Control Commissioner
 CITY RETAIL LIQUOR DEALER LICENSE APPLICATION
 APPLICATION FEE IS NON-REFUNDABLE



Incomplete applications will not be accepted.
 Applications may be submitted to: 2 E. Main Street, St. Charles, IL 60174-1984

APPLICATION CHECKLIST

Check items to confirm all are attached to this application	Applicant	Office Use
Application Fee of \$200 (5.08.070C) Non-refundable	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Completed Application for all questions applicable to your business.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Lease/Proof of Ownership	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Dram Shop Insurance or a letter from insurance agent with a proposed quote.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Articles of Corporation , if applicable.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Completed B.A.S.S.E.T. (Beverage Alcohol Sellers & Servers Training) form – filled out for all employees. A copy of the B.A.S.S.E.T. certificate is only needed for each manager . It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for all of their employees.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Site Plan for Establishment (Drawn to scale including the parking lot, patio and/or deck, outdoor seating).	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Floor Plan for Establishment (Drawn to scale and must include the layout of the establishment with tables, chairs, aisles, displays, cash register, bar, and lounge area with dimensions, percentage, and square footage noted for each space). Be sure to also include all fixed objects , such as pool tables, bar stools, vending/amusement machines; as well as all exits .	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Copy of Business Plan, to include: <input type="checkbox"/> Hours of Operation <input type="checkbox"/> Copy of Menu <input type="checkbox"/> Whether or not live music will be played at this establishment <input type="checkbox"/> Will there be outdoor seating and/or outdoor designated smoking area <input type="checkbox"/> Do not include a marketing or financial plan with this business plan	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are any building alterations planned for this site? If not sure, please contact Building & Code Enforcement at 630.377.4406 and/or Fire Prevention Bureau at 630.377.4458 to discuss whether or not a walk-thru and/or permit are necessary.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
All managers have been fingerprinted who are employed by your establishment. When new management is hired, it is imperative you contact the Mayor's office to be fingerprinted so the City's business files are appropriately updated.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Alcohol Tax Acknowledgement and Business Information Sheet	<input type="checkbox"/>	<input checked="" type="checkbox"/>

OFFICIAL USE ONLY

[Signature] 376
 Signature of Investigating Officer

376 - DETECTIVE
 Badge Number & Rank

Approval Recommended* Approval NOT Recommended

[Signature]
 Signature of Chief of Police

2-13-20
 Date

***ISSUANCE OF THIS LICENSE IS CONTINGENT ON MEETING ALL REQUIRED BUILDING AND FIRE DEPARTMENT REQUIREMENTS.**

LICENSE INFORMATION:

A Package \$3200-3600

B Restaurant \$2400-3600 Late Night Permit 1:00am \$800 (B/C only)

C Tavern \$2400-3600 Late Night Permit 2:00am \$2300 (B/C only)

D Hotel/Banquet/Arcada/Q-Center/Entertainment/Club - \$varies

G Brewery/Restaurant or Site License - \$varies

*Initial Liquor License fees for A, B, C, D, G are reduced by 50% for annual renewals and licenses issued after Nov 1.
*Licenses are valid until April 30 following issuance and a renewal application is required for the next year (May 1-April 30) (5.08.040)

APPLICANT INFORMATION

1. Type of Business: Individual Partnership Corporation Other (explain):

2. Business Name: Ostera Trulli

3. Business Address: 210 Cedar St St. Charles IL 60174

4. Type of Business (5.08.070-3): <u>Restaurant</u>	5. Length of Time in this Business (5.08.070-4): <u>NEW</u>	6. Value of merchandise that normally will be in inventory when in operation (5.08.070-5): <u>\$ 3,000.00</u>	
7. Business Phone: <u>(630) 797-5500</u>	8. Business E-mail: <u>officeostera@trulli.com</u>	9. Business Website:	10. Illinois Tax ID Number: <u>84-4416329</u>
11. Applicant/Contact Person Name: <u>Byron Ovau</u>	12. Title: <u>Manager</u>	13. Email: <u>byron1513@gmail.com</u>	
14. Applicant Home Address, and all other addresses: [REDACTED]			
15. Place of Birth: <u>[REDACTED]</u>	16. Date of Birth: <u>[REDACTED]</u>		17. Birthplace: <u>Quetzaltenango Guatemala</u>
18. If Corporation, Corporation Name: <u>GOS LLC.</u>			
19. Corporation Address (city, state, zip code): <u>2710 N. Rockside IL 60067</u>			

ADDITIONAL OWNERS, INVESTORS (greater than 5% interest), and MANAGER INFORMATION

Full Name, include middle initial: MARIO R. ALDANA Title: MANAGER

Birthdate: [REDACTED] Birthplace: [REDACTED] Driver's License#: [REDACTED] Home Phone: [REDACTED]

Home Address: [REDACTED] Email Address: [REDACTED]

Full Name, include middle initial:		Title:	
Birthdate:	Birthplace:	Driver's License#:	Home Phone:
Home Address, and all addresses for the last 10 years:		Email Address:	

Full Name, include middle initial:		Title:	
Birthdate:	Birthplace:	Driver's License#:	Home Phone:
Home Address, and all addresses for the last 10 years:		Email Address:	

BUSINESS ESTABLISHMENT LOCATION INFORMATION

1. Exact Street Address for liquor license: 210 Cedar St. St. Charles	2. # Parking Spaces: 15	3. Outside Dining s.f. [17.20.020-R]: 700	4. Total Building s.f.: 1,820
--	----------------------------	--	----------------------------------

5. Total # Seats: 100	6. Live Entertainment Area s.f. [5.08.010-H]: N/A
--------------------------	--

7. Brief Business Plan description based on type of establishment listed above (5.08.070-6):
 Southern Italian cuisine. This is going to be a second location which is at 1510 E. Hintz Road in Arlington Heights, original location

PROPOSED FLOOR PLAN/LAYOUT OF PROPERTY

Attach to this application a floorplan or layout of the proposed facility to include the following:

- Every application for Liquor license shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale showing the following:
 - The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof;
 - The designated use of each room or segregated area (i.e. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided);
 - The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.
- The site drawing is subject to the approval of the Local Liquor Control Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any license by noting the same on the approved site drawing or as provided on the face of the license.
- A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
- It shall be unlawful for any licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

THE FIRE PREVENTION BUREAU WILL FURNISH ALL FINAL, PERMITTED OCCUPANCY NUMBERS FOR THIS LICENSE.

CORPORATION / PREMISES QUESTIONS

1.	<p>If applicant is an individual or partnership, is each and every person a United States citizen (5.08.070-2)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Is any individual a naturalized citizen? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, print name(s), date(s), and place(s) of naturalization: <u>Mario Aldana, Chicago, February 2005</u></p>
2.	<p>Is the premises owned or leased (5.08.070-6A)? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Leased</p>
3.	<p>If the premises are leased, list the names and addresses of all direct owners or owners of beneficial interests in any trusts, if premises are held in trust (5.08.070-6B):</p> <p>Name of Building Owner: <u>Tom Anderson</u> Phone Number: <u>(630) 444-0747</u></p> <p>Address of Building Owner: <u>333 N. Randall Rd.</u> E-mail Address:</p> <p><u>St. Charles, IL 60174</u></p> <p>Mailing Address of Building Owner (if different):</p> <p>Name of Building Owner: Phone Number:</p> <p>Address of Building Owner: E-mail Address:</p> <p>Mailing Address of Building Owner (if different):</p> <p>Name of Building Owner: Phone Number:</p> <p>Address of Building Owner: E-mail Address:</p> <p>Mailing Address of Building Owner (if different):</p>
4.	<p>Does the applicant currently operate, or operated in the past, any other establishment within the City of St. Charles that requires a liquor license? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, please list the business name(s) and address(es):</p>
5.	<p>Does applicant have any outstanding debt with the City of St. Charles, including, but not limited to, utility bills, alcohol tax, and permit fees, for any current or previous establishment owned, operated or managed by the applicant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><i>If yes, please note the City of St. Charles requires all debt to be paid in full before consideration of a new or renewed liquor license is issued. (5.08.050)</i></p>
6.	<p>Are any improvements planned for the building and/or site that will require a building permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, has a building permit been applied for? <input type="checkbox"/> Yes <input type="checkbox"/> No Date of permit application _____</p>
7.	<p>Has applicant applied for a similar or other license on the premises other than the one for which this license is sought (5.08.070-7)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, what was the disposition of the application? Explain as necessary:</p>

8.	<p>Has applicant (and all persons listed on page 2 of this application) ever been convicted of a felony under any Federal or State law, or convicted of a misdemeanor opposed to decency or morality (5.08.070-8)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Is applicant (and all persons listed on page 2 of this application) disqualified from receiving a liquor license by reason of any matter contained in Illinois State law and/or City of St. Charles Municipal Ordinances? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
9.	<p>List previous liquor licenses issued by any State Government or any subdivision thereof (5.08.070-9). Use additional paper if necessary.</p> <p>Government Unit: _____ Location, City/State: _____</p> <p>Date: _____ Special Explanations: _____</p> <p>Government Unit: _____ Location, City/State: _____</p> <p>Date: _____ Special Explanations: _____</p>
10.	<p>Have any liquor licenses possessed ever been revoked (5.08.070-9)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, list all reasons on a separate, signed letter accompanying this application.</p> <p>Has any director, officer, shareholder, or any of your managers, ever been denied liquor license from any jurisdiction?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, proceed to Question 15. If more space is needed, please attach a separate sheet of paper with the information.</p>
11.	<p>Complete ONLY if yes was answered to the question above (10):</p> <p>Name: _____ Name of Business: _____</p> <p>Position with the Business: _____ Date(s) of Denial: _____</p> <p>Reason(s) for Denial of License: _____</p>
12.	<p>Date of Incorporation (Illinois Corporations) (5.08.070-10): 12/16/2019</p> <p>Date qualified under Illinois Business Corporation Act to transact business in Illinois (Foreign Corporation): _____</p>
13.	<p>Has the applicant and all designated managers read and do they all understand and agree not to violate any laws of the United States, the State of Illinois, and any of the ordinances of the City of St. Charles in conducting business (5.08.070-11)?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you, or in the case of a corporation, the local manager, or in the case of a partnership any of the partners, ever been convicted of any violation of any law pertaining to alcoholic liquor? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you, or in the case of a corporation the local manager, or in the case of a partnership any of the partners, ever been convicted of a felony? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you ever been convicted of a gambling offense? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If a partnership or corporation, include all partners and the local manager(s).)</p>

	Will you and all your employees refuse to serve or sell alcoholic liquor to an intoxicated person or to a minor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
14.	All individual owners, partners, officers, directors, and/or persons holding directly or beneficially more than five (5) percent in interest of the stock of owners by interest listed on page 2 of this application must be fingerprinted by the City of St. Charles Police Department (5.08.070-A12). Has this been done? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, date(s):
15.	Has the applicant attached proof of Dram Shop Insurance to this application or already furnished it to the City of St. Charles (5.08.060)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If already furnished, date of delivery:
16.	Is the premises within 100 feet of any real property of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands, or children; and/or any military or naval station (5.08.230)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

B.A.S.S.E.T. TRAINING

Please list employees required to have B.A.S.S.E.T training on this page – include all managers, assistant managers, bartenders, and clerks who are permitted to make alcoholic liquor sales. Include copies of certificates for managers only and mark Manager if applicable. Add another page, if needed.

Name (First, Middle, Last): Byron Ovale	Birthdate:	[REDACTED]
Home Street Address, Incl City, State, Zip:	[REDACTED]	
Date of Course: 7/30/19	Place Course was Taken: AKA	Certificate Granted? <input checked="" type="checkbox"/> Y/N
		Expiration: 7/21/22

Name (First, Middle, Last): Ana K. Ovale	Birthdate:	[REDACTED]
Home Street Address, Incl City, State, Zip:	[REDACTED]	
Date of Course: 6/29/19	Place Course was Taken:	Certificate Granted? <input checked="" type="checkbox"/> Y/N
		Expiration: 6/28/22

Name (First, Middle, Last):	Birthdate:	
Home Street Address, Incl City, State, Zip:		
Date of Course:	Place Course was Taken:	Certificate Granted? Y/N
		Expiration:

Name (First, Middle, Last):	Birthdate:	
Home Street Address, Incl City, State, Zip:		
Date of Course:	Place Course was Taken:	Certificate Granted? Y/N
		Expiration:

NEW MANAGEMENT REQUIREMENTS

Whenever a new manager comes on board, the City must be notified and that person must be fingerprinted.

It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for their employees.

COMMENTS/ADDITIONAL INFORMATION

Business Name: Osteria Trulli

SIGNATURES

[Handwritten Signature]
Applicant's Signature



Subscribed and sworn before me this 5 day of February, 2020

(Seal)

[Handwritten Signature]
Notary Public

ADDENDUM TO RETAIL LIQUOR LICENSE APPLICATION

To be completed by the City of St. Charles Police Department

Date: 02/05/2020 Name of Applicant: OVALLE, BYRON

Name of Business: OSTERIA TRULLI

Address of Business: 210 CEDAR ST. ST. CHARLES, IL 60174 Ward Number: #4

Pursuant to the provision of the City of St. Charles Municipal Code, Chapter 5.08, Alcoholic Beverages, the following guide shall be in effect for the investigation of an applicant for a Retail Dealer's Liquor License:

- Date on which applicant will begin selling retail alcoholic liquors at this location:
AS SOON AS LICENSE APPROVED
- Is the location within 100 feet of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands or children; or any military or naval station? Yes No
- If the answer to question 2 is yes, answer the following: Is applicant's place of business a hotel offering restaurant service, a regularly organized club, a restaurant, a food shop, or other place where the sale of alcoholic liquors is not the principal business? Yes No

If yes, answer a, b and c:
a. State the kind of such business:
b. Give date on which applicant began the kind of business named at this location:
c. Has the kind of business designated been established at this location for such purpose prior to February 1, 1934, and carried on continuously since such time by either the applicant or any other person?
 Yes No
- If premises for which an alcoholic liquor license is herein applied for are within 100 feet of a church, have such premises been

	<p>licensed for the sale of alcoholic liquor at retail prior to the establishment of such church? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, have the premises been continuously operated and licensed for the sale of alcoholic liquor at retail since the original alcoholic liquor license was issued therefore? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
5.	<p>Is the place for which the alcoholic liquor license is sought a dwelling house, flat, or apartment used for residential purposes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
6.	<p>Is there any access leading from premises to any other portion of the same building or structure used for dwelling or lodging purposes and which is permitted to be used or kept accessible for use by the public? (Connection between premises and such other portion of building or structure as is used only by the applicant, his/her family and personal guests not prohibited.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
7.	<p>If applicant conducts or will conduct in the same place any other class of business in addition to that of City Retailer of Alcoholic Liquor, state the kind and nature of such business: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
8.	<p>Are all rooms where liquor will be sold for consumption on the premises continuously lighted during business hours by natural light or artificial white light so that all parts of the interior shall be clearly visible? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
9.	<p>Are premises located in any building belonging to or under the control of the State of Illinois or any other political subdivision thereof, such as county, city, etc.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
10.	<p>Are the premises for which license is herein applied for a store or place of business where the majority of customers are minors of school age or where the principal business transacted consists of school books, school supplies, food or drinks for such minors? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
11.	<p>It is required by the City of St. Charles that all employees undergo BASSET training. Provide a copy of the certificate of training completion for each manager. All certificates for managers have been submitted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
12.	<p>From your observation and investigation, has applicant—to the best of your knowledge—truthfully answered all questions? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If no, state exceptions:</p>
13.	<p>Have all persons named in this application been fingerprinted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Fingerprinted by: <i>ST. CHARLES P.O.</i> Date: <i>02/05/2020</i></p>
14.	<p>Other necessary data:</p>

AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY		NAMED INSURED	
POLICY NUMBER AM9297714		OSTERIA TRUILLI 210 CEDAR ST ST. CHARLES, IL 60174	
CARRIER COUNTRY Mutual Insurance Company	NAIC CODE 20990	EFFECTIVE DATE: 2/3/2020	

ADDITIONAL REMARKS

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE**

POLICY INFORMATION:
Each Person Property Damage Limit and Loss Of Means of Support or Loss of Society Limit are included in Liquor Liability Coverage and subject to Illinois Statute

WORKERS COMPENSATION EXCLUSIONS:
PROPRIETOR, PARTNER(S), EXECUTIVE OFFICER(S), MEMBERS(S) IS/ARE EXCLUDED ON WORKERS COMPENSATION BY ENDORSEMENT.

Illinois BASSET SELLER / SERVER CERTIFICATION

Trainee Name: Byron Ovalle

Certificate #: 000016095388

Date of Completion: 07/30/2019

School Name:

360training.com dba Learn2Serve

I, 
certify that the above named person
successfully completed an approved
Learn2Serve Seller/Server course.

This course provides necessary
knowledge and techniques for the
responsible serving of alcohol.

This is your temporary certificate of completion. You will receive your official card in the mail. Please forward all questions to support@360training.com.

Learn²
serve

Corporate Headquarters

6801 N. Capital of Texas Hwy, Bldg 1,
Suite 250, Austin, TX 78731
Phone: 877.881.2235

Illinois BASSET SELLER / SERVER CERTIFICATION

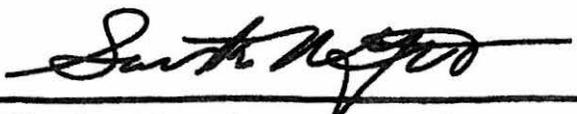
Trainee Name: Ana K Ovalle

Certificate #: 000015964599

Date of Completion: 06/29/2019

School Name:

360training.com dba Learn2Serve

I, 
certify that the above named person
successfully completed an approved
Learn2Serve Seller/Server course.

This course provides necessary
knowledge and techniques for the
responsible serving of alcohol.

This is your temporary certificate of completion. You will receive your official card in the mail. Please forward all questions to support@360training.com.

**learn²
serve**

Corporate Headquarters

6801 N. Capital of Texas Hwy, Bldg 1,
Suite 250, Austin, TX 78731
Phone: 877.881.2235

BUSINESS PLAN.

We are a group of friends from Guatemala who has been involved in Italian cuisine since young age. In our restaurant we would like to take people to a small town in Italy Alberobello which is famous for tiny funny shaped homes called trulli and that's where our name came from Osteria Trulli. We chose Osteria as we would like to give our customer a service of fine restaurant, but atmosphere of casual dining just like in Italy. Our cuisine is Southern Italian with a big focus on seafood and fresh fish. We will proudly continue preparing some of most popular dishes of previous restaurant which was loved by their customers. We are looking to be open 7 days a week for lunch and dinner 11am-10pm.

We are very excited on the new journey in a city of St. Charles and hope to bring outsiders as well as we are part owners of the other location which is very popular.

We are not planning on having any live music except for special events,

Sincerely management of Osteria Trulli.

There is an existing outdoor seating area, where smoking is not allowed.

DINNER MENU

Assaggi/Antipasti

(Homemade)

-  **Taralli & Cerignola Olive** 8
-  **Panzerottini** 8
(Small Calzone) filled with our Homemade Tomato Sauce & Mozzarella Cheese
-  **Melanzane al Cartoccio** 9
Eggplant rolled around Spinach & seasoned Bread Crumbs with Pomodoro Sauce & Parmesan

Pesce

-  **Grigliata** 28
(Grilled) Octopus, Seppie (cuttlefish), Calamari & Prawns served over Rapini & Tuscan Beans
-  **Cozze or Vongole Alla Marinara** 16
Steamed Black Mussels or Clams with bread crumbs in Marinara Sauce
-  **Cozze or Vongole Gratinat** 16
Wood Fire, Oven Baked Mussels or Clams with bread crumbs, Parmesan, Garlic & Parsley
-  **Calamari Fritti or Grilled** 15
Lightly Fried or Grilled baby Calamari with Spicy Tomato Sauce and Fresh Lemon
-  **Insalata di Mare** 19
Seafood Salad of Shrimp, Calamari, & Octopus marinated in EVOO, w/fresh Lemon & Parsley

Carne

- Tavoliere Salumi** 19
Salami, Mortadella, Prosciutto, Provolone Cheese Olives and Taralli
- Homemade Sausage, Roasted Peppers & Potatoes** 13
in a Tomato, Red Wine Sauce
-  **Zampina Barese** 14
Homemade Grilled Pugliese Sausage over Chicory Fava Bean Puree
- Carpaccio** 14
(Beef Tenderloin) with baby Arugula, Fennel, Truffle Oil & shaved Parmesan

Risotto

(Imported, Organic Acquerello Carnaroli Rice)

-  **Tiella Barese** 29
Traditional Homemade Pugliese Dish with Rice, Potatoes and Mussels (Riso Patate e Cozze), and baked in our wood fire oven
- Porcini & Mascarpone** 26
Porcini Mushroom Broth with Mascarpone
-  **Torreamare** 29
Fresh Seafood & Shellfish in white wine broth

Contorni - 7.50

(Side Dishes)

Individual Portions of Sautéed Rapini – Spinach – Roasted Potatoes
Steamed Asparagus – Soft Polenta – Meatballs – Italian Sausage
Chicken – Chicory Fava Bean Puree

Please ask the server for our special chops & fish cooked in our wood burning oven.

Delivery available through: Grubhub, Uber Eats and Door Dash

Primi Piatti

-  **Fresh Orecchiette con Ossa e Bracciole** 26
Beef Sirloin Roulades simmered in our special backbone Ragù, filled with Pancetta, Parmesan, Garlic & Parsley
-  **Fresh Orecchiette con Cime di Rapa** 20
Orecchiette with Rapini sautéed in EVOO, Garlic & a pinch of Hot Chili Flakes
-  **Cavatelli Crudaiola** 18
Homemade Cavatelli w/Arugula, Fresh Tomato, Basil, Garlic, EVOO and Ricotta Forte Cheese
-  **Ziti con Pureé Di Fava Bianca** 18
Ziti Pasta with a puree of white Fava Beans & an Italian Chicory
-  **Capellini con Fagiolini** 18
Angel Hair Pasta tossed with Italian Green Beans in Plum Tomato Sauce and Aged Ricotta Salata Cheese
- Cavatelli Adriatico Frutti di Mare** 29
Homemade Cavatelli tossed with Cherry Tomatoes, Clams, Shrimp, Mussels, in a Garlic White Wine Tomato Sauce
- Linguine Con Vongole Veraci** 24
Steamed Vongole Tossed with Pasta, Garlic, White Wine and Parsley
- Spaghetti with Garlic-Shrimp & Broccoli** 24
Homemade Spaghetti tossed with Sautéed Garlic, Shrimp, Broccoli and EVOO
- Homemade Gnocchi** 22
Gnocchi with a Black Truffle Cream, Green Peas, Mushrooms & shaved Ricotta Salata
- Fresh Fettucine or Pappardelle Bolognese** 20
Pasta with a Homemade Meat Sauce
- Conchiglie Ripieni** 20
Jumbo Shells stuffed with Spinach, Mascarpone and Ricotta, baked in Tomato Sauce, Mozzarella and Meatballs
-  **Trofiette Mari Monti** 22
Pasta with Mussels, Clams, Peas and Mushrooms, in a Garlic, EVOO, White Wine Sauce
- Melanzane Parmigiana** 22
Layers of Breaded Eggplant, Mozzarella, Parmesan, Marinara Sauce and a side of Pasta

Secondi Piatti

Served with Chef's Choice Vegetable & Potato

-  **Mazzancolle alla San Giuseppe** MP
Large grilled Adriatic prawns with pasta, EVOO and anchovies, baked in our wood fire oven
-  **Zuppa di Pesce** MP
Shrimp, Calamari, Mussels, Clams & Fresh Fish in a savory tomato broth
- Fresh Catch of the Day** (ask your server) MP
- Pollo alla Parmigiana** 21
Tender Breaded Chicken Breast sautéed and topped with Tomato Sauce, Mozzarella and Parmesan
- Pollo alla Vesuvio** 22
Semi Deboned Chicken and Wedges of Potato Sautéed with Peas, Garlic, Oregano, White Wine and EVOO, then baked in our wood fired oven
-  **Veal Scallopini alla Trulli** 28
Veal Scallopini with Italian Sausage, Mozzarella, Capers & Mushrooms with a White Wine Sauce or can be prepared to your liking

Monday

\$3.00 Glass of House Wine with Dinner Purchase

Tuesday

B-Y-O-B (No Corkage Fee - Bottle Wine Only)

Wednesday

1/2 Price On Any Bottle Of Wine From Our Select List

LUNCH MENU (Everyday, 11:30 am - 2:30 pm)

Panini

Ciabatta or Focaccia

Salsiccia	
Italian Sausage, Roast Pepper, Smoked Mozzarella Cheese	9.95
Caprese	
With Fresh Tomato, Mozzarella	8
Homemade Meatball	
With Tomato Sauce and Fresh Mozzarella	9.95
Pepper & Egg	8
Prosciutto, Mortadella & Provolone	9.95

La Zuppa

Vegetali - Mixed Vegetable Soup with Tomato Broth	5
Stracciatella Fiorentina - Egg Drop with Chicken, Spinach and Tortellini	5
Del Giorno - Soup of the Day	MP

Le Insalate

Cialledda	9
Croutons with ripe tomatoes, cucumbers, red onion, oregano and EVOO	
Trulli	8
Signature salad of mixed baby greens with aged ricotta salata, olives, cherry tomatoes and trulli dressing	
Spinaci	8
Baby Spinach, Pinenuts, Mushrooms & Goat Cheese with a Wild Cherry Vinaigrette	
Caprese	8
Fresh Mozzarella, Tomato, Basil, EVOO and Balsamic Drizzle	
Arugula	8
Organic Baby Arugula with Fennel, Apple, shaved Parmesan with Balsamic Syrup and EVOO	
Wedge alla Puglia	11
Cold wedge of iceberg lettuce topped with a homemade creamy caesar dressing, speck bites, shaved parmesan and croutons	

Le Pizze

(10" Thin Crust Pizza, baked in our wood fire oven)

Margherita - Whole Milk Mozzarella, San Marzano Tomatoes & Basil	15
Trulli - Capers, Anchovies, Gaeta Olives	16
La Burrata - Organic Baby Arugula, Fresh Imported Burrata Cheese, Cherry Tomatoes & Mortadella Principle	21
Bianca - Rapini, White Tuscan Beans, Barese Sausage w.	18
Panzerotto Baked or Fried (Mozzarella, fresh tomato & Basil)	13

\$2.00 each additional ingredient

Pasta

(Lunch Portion)

Fresh Orecchiette con Ossa e Bracciole	14
Beef Sirloin Roulades simmered in our special neckbone Ragù, filled with Pancetta, Parmesan, Garlic & Parsley	
Fresh Orecchiette con Cime di Rapa	11
Orecchiette with Rapini sauteed in EVOO, Garlic & a pinch of Hot Chili Flakes	
Cavatelli Crudaiola	10
Homemade Cavatelli w/Arugula, Fresh Tomato, Basil, Garlic, EVOO and Ricotta Forte Cheese	
Ziti con Pureé Di Fava Bianca	10
Ziti Pasta with a puree of white Fava Beans & an Italian Chicory	
Capellini con Fagiolini	10
Angel Hair Pasta tossed with Italian Green Beans in Plum Tomato Sauce and Aged Ricotta Salata Cheese	
Cavatelli Adriatico Frutti di Mare	15
Homemade Cavatelli tossed with Cherry Tomatoes, Clams, Shrimp, Mussels, in a Garlic White Wine Tomato Sauce	
Linguine Con Vongole Veraci	13
Steamed Vongole Tossed with Pasta, Garlic, White Wine and Parsley	
Spaghetti with Garlic-Shrimp & Broccoli	13
Homemade Spaghetti tossed with Sautéed Garlic, Shrimp, Broccoli and EVOO	
Homemade Gnocchi	11
Gnocchi with a Black Truffle Cream, Green Peas, Mushrooms & shaved Ricotta Salata	
Fresh Fettucine or Pappardelle Bolognese	10
Pasta with a Homemade Meat Sauce	
Conchiglie Ripieni	10
Jumbo Shells stuffed with Spinach, Mascarpone and Ricotta, baked in Tomato Sauce, Mozzarella and Meatballs	
Trofiette Mari Monti	11
Pasta with Mussels, Clams, Peas and Mushrooms, in a Garlic, EVOO, White Wine Sauce	
Melanzane Parmigiana	11
Layers of Breaded Eggplant, Mozzarella, Parmesan, Marinara Sauce and a side of Pasta	



 Traditional Dish from Puglia

Ask Your Server for Today's Specials. Whole Wheat & Gluten Free* Pastas are Now Available.

Gift Certificates Available * Catering For All Occasions * Private Parties for up to 50 people * **Gratuity of 18% will be added to parties of six or more**
 *Osteria Trulli is pleased to offer a variety of gluten free options. We are not a gluten-free restaurant and cannot ensure that cross contamination will never occur.
 Delivery available through: Grubhub, Uber Eats and Door Dash

Monday

\$3.00 Glass of House Wine with Dinner Purchase

Tuesday

B-Y-O-B (No Corkage Fee - Bottle Wine Only)

Wednesday

1/2 Price On Any Bottle Of Wine From Our Select List

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5e

Title:

Recommendation to approve a Proposal for a B1 Liquor License Application for Southern Café Located at 1590 E Main St, St. Charles.

Presenter:

Police Chief James Keegan

Meeting: Government Operations Committee

Date: February 18, 2020

Proposed Cost: \$

Budgeted Amount: \$

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

This is a new liquor license request for the former Gino's East location.

Southern Café was founded in 2008 and has locations in Crest Hill and Roselle.

Pursuant to this item being presented at the Government Operations Committee Meeting on February 18, 2020 to seek approval; it will be brought before the Liquor Control Commission at a meeting scheduled for 3:00 pm, the same day, to process and move it forward to this Committee. This item will then continue on to the City Council Meeting scheduled on March 2, 2020 for final approval.

Attachments *(please list):* Summary, Floor Plan, Liquor License Application**Recommendation/Suggested Action** *(briefly explain):*

Recommendation to approve a proposal for a B1 Liquor License application for Southern Café located at 1590 E. Main St., St. Charles.



Memo

Date: 2/11/2020

To: The Honorable Ray Rogina, Mayor-Liquor Commissioner

From: James Keegan, Chief of Police *J. Keegan*

Re: Background Investigation-Southern Café/Class-B; 1590 E. Main Street

The purpose of this memorandum is to document and forward to your attention the results of the background investigation conducted by members of the St. Charles Police Department concerning the above mentioned establishment.

As is customary procedure, a detective was assigned this investigation and reviewed both the site location/floor plans and the corresponding application material. In addition, this application was also reviewed by our Fire Department, Finance Department and Community/Economic Development Department. Each department reviewed the information submitted subject to their purview and area of responsibility; no issues were noted.

It should be noted that this is a buildout/remodel of the former Gino's East/Tin Cup Pass Shopping Center and Southern Café/Stone Creek Shopping Center will have to pass all permitting and building code matters before occupancy can be established and therefore, a liquor license in contingent upon those sign-offs.

This is a Class B request. The hours of operation are from 6:30 a.m. to 3:00 p.m.; 7-days a week. The petitioner also operates Southern Café's in Crest Hill and Roselle.

Overall, the police department found nothing of a derogatory nature that would preclude either the site location or the applicants from moving forward with both liquors sales and on-site consumption, subject to City Council approval.

Thank you in advance for your consideration in this matter.



Memo

Date: 02/03/20
To: Commander E. Majewski #317
From: Detective J. Dony #376
Re: Liquor License Background, Southern Café.

The purpose of this memo is to outline steps taken during the background investigation for a liquor license application. This investigation was done based on the application submitted for Class B-1 for the business, Southern Cafe. This business is to be located at 1590 E. Main Street.

Applicant:

Fotos, George Kouvelis, Sophia



Application:

The application was received on or around 11/04/19. The application appears to be complete including a signed lease, Certificate of Insurance, a floor plan, and business plan.

Fotos and Kouvelis hold a valid BASSET Certification which is included in the application.

Records Checks:

Fotos and Kouvelis were all fingerprinted. Responses from both the FBI and Illinois Bureau of Identification show nothing that would cause the license to be denied.

A check of St. Charles and Kane County records showed no contacts that would preclude them from obtaining a liquor license from the city.

Fotos is from and currently resides in Downers Grove, IL. Records from Downers Grove Police Department showed no contacts that would preclude him from obtaining a liquor license from the city.



Kouvelis is from and currently resides in Wayne, IL Records from the Wayne Police Department showed no contacts that would preclude her from obtaining a liquor license from the city.

A check of the Illinois Liquor Control Commission showed (2) active license for Southern Café. There other locations included Roselle, IL and Crest Hill, IL. I contacted Roselle Police Department and Village Hall, neither showed negative contacts that would preclude Southern Cafe from obtaining a liquor license from the city. I contacted Crest Hill Police Department and Village Hall, neither showed negative contacts that would preclude Southern Cafe from obtaining a liquor license from the city. Southern Café had no records of license revocation at neither of their locations. Roselle City Clerk stated that Southern Café is on their top ten recommendations list and has been a blessing to the town since they opened last year.

A check of TLO and I-Clear (law enforcement databases) showed the information concerning identity of Fotos and Kouvelis to be accurate and no areas of concern were noted.

A check of the Illinois Secretary of State showed Southern Café to be in good standing.

INTERVIEW WITH APPLICANT:

On 02/10/20 at approximately 9:00 am, I met with George Fotos and Sophia Kouvelis at the future site location of Southern Café. Their identification was verified by their Illinois Driver's Licenses which all contained their current home addresses listed in the application. Fotos and Kouvelis are both US Citizen.

I asked them why they decided to open a business in St. Charles. Fotos stated that he has worked in the restaurant business his entire life and enjoys providing a quality product to his customers. Fotos explained that he knows St. Charles to be a family-oriented community and wants his restaurant to provide them with a place to gather and create memories. Fotos said his restaurant has a specific menu focused on breakfast and lunch. When I asked Fotos what drinks he intends to sell if approved for a liquor license, he stated his menu offers bloody marys and mimosas.

The future site of Southern Café was currently under construction and a construction crew was installing brand new hard wood flooring. Fotos took me around the site and showed me how they were re-modeling the entire restaurant. Fotos was very excited and showed a lot of passion about his restaurant. At this time, they have no alcohol inventory at this location. If approved for a liquor license, they will start offering beverages on their anticipated opening in April. Fotos said they recently opened a Southern Café location in Roselle, IL. Since opening, the business has been doing great and families are loving the product they are suppling.

Kouvelis stated that she lives five minutes away in Wayne. Kouvelis will be involved in the direct management of the restaurant. She currently manages their other restaurant locations and looks forward to expanding into the St. Charles location. Kouvelis said that

St. Charles is great community and that Southern Café will provide a quality product with excellent customer service.

SITE VISIT:

On 02/10/20, I visited the location during my interview with the applicants. I found the business lay out to be very similar to the floor plan provided with the application.

This concludes this background investigation.

JD376

LIQUOR APPLICANT BACKGROUND CHECK LIST



APPLICANT(S): FOTOS, STEVE / KOUNELIS, SOPHIA

BUSINESS: SOUTHERN CAFE

ADDRESS: 1590 E. MAIN ST. ST. CHARLES, IL 60174

	REQUESTED	COMPLETED
APPLICATION	_____	_____ ✓
BUSINESS PLAN/FLOOR PLAN/MENU	_____	_____ ✓
LEASE (OR LETTER OF INTENT)	_____	_____ ✓
BASSET CERTIFICATE(S)	_____	_____ ✓
FINGERPRINTS (<u>ALL</u> MANAGERS)	_____	_____ ✓
DRAM SHOP (CERTIFICATE OF INSURANCE)	_____	_____ ✓
TLO	_____	_____ ✓
I-CLEAR	_____	_____ ✓
CERTIFICATE OF NATURALIZATION (IF APPLICABLE)	_____	_____ N/A
POLICE RECORDS CHECK	_____	_____ ✓
APPLICANT'S HOMETOWN RESIDENCY LETTER	_____	_____ ✓
ILLINOIS LIQUOR COMMISSION	_____	_____ ✓
SITE VISIT	_____	_____ ✓

INVESTIGATOR ASSIGNED: DOMY # 376

SUPERVISOR REVIEW: *[Signature]* # 317

City of St. Charles, Illinois Liquor Control Commissioner
 CITY RETAIL LIQUOR DEALER LICENSE APPLICATION
 APPLICATION FEE IS NON-REFUNDABLE



Incomplete applications will not be accepted.
 Completed applications may be submitted to:
 Two East Main Street, St. Charles, IL 60174-1984

Standard B-1

Date Application Received: 11/4/2019 New Application Renewal Application

APPLICATION CHECKLIST

Check items to confirm all are attached to this application	Applicant	Office Use Only
Application Fee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed Application for all questions applicable to your business.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Lease/Proof of Ownership	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Dram Shop Insurance or a letter from insurance agent with a proposed quote.	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Articles of Corporation, if applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed B.A.S.S.E.T. (Beverage Alcohol Sellers & Servers Training) form – filled out for all employees. A copy of the B.A.S.S.E.T. certificate is only needed for each manager. It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for all of their employees.	<input checked="" type="checkbox"/>	<input type="checkbox"/> <i>pending</i>
Copy of Site Plan for Establishment (Drawn to scale including the parking lot, patio and/or deck, outdoor seating).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Floor Plan for Establishment (Drawn to scale and must include the layout of the establishment with tables, chairs, aisles, displays, cash register, bar, and lounge area with dimensions, percentage, and square footage noted for each space). Be sure to also include all fixed objects , such as pool tables, bar stools, vending/amusement machines; as well as all exits .	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Business Plan, to include: <input type="checkbox"/> Hours of Operation <i>6:30 to 3 P.M.</i> <input checked="" type="checkbox"/> Copy of Menu <input type="checkbox"/> Whether or not live music will be played at this establishment <i>NO</i> <input type="checkbox"/> Will there be outdoor seating and/or outdoor designated smoking area <i>NO</i> <input type="checkbox"/> Do not include a marketing or financial plan with this business plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are any building alterations planned for this site? If not sure, please contact Building & Code Enforcement at 630.377.4406 and/or Fire Prevention Bureau at 630.377.4458 to discuss whether or not a walk-thru and/or permit are necessary for this business.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
All managers have been fingerprinted who are employed by your establishment. When new management is hired, it is imperative you contact the Mayor's office to be fingerprinted so the City's business files are appropriately updated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

OFFICIAL USE ONLY

Approved* Denied Date Approved/Denied: _____ Customer Number: _____

Signature of Mayor, Liquor Control Commissioner _____

Date Issued _____

***ISSUANCE OF THIS LICENSE IS CONTINGENT ON MEETING ALL REQUIRED BUILDING AND FIRE DEPARTMENT REQUIREMENTS.**

APPLICANT INFORMATION

A. Type of Business: Individual Partnership Corporation Other (explain):

B. Business Name: THE SOUTHERN CAFE

C. Business Address: 1590 E. MAIN ST

D. IL Tax ID Number:

E. Business Phone:

F. Business E-mail:

G. Business Website:

H. Contact Person:

I. Title:

J. Phone No.:

STEVE FOTOS

PRESIDENT

THESOUTHERNCAFE.COM

K. If Corporation, Corporation Name:

SOUTHERN CAFE ST. CHARLES, INC

L. Corporation Address (city, state, zip code):

SAME

BUSINESS ESTABLISHMENT LOCATION INFORMATION

A. Type of Establishment: Package Restaurant Tavern Hotel/Banquet/Arcada/Q-Center Other

B. Address applying for liquor license (exact street address):

1590 E MAIN ST

C. Number of Parking Spaces:

150

D. Outside Dining s.f. [17.20.020-R]:

600 SQ FT

E. Holding Bar s.f. [5.08.010-F]:

0

F. Total Building s.f.:

4200 SQ FT

G. Total Number of Seats:

200

H. Number of Bar Seats:

0

I. Sale Counter s.f.:

200 SQ FT

J. Live Entertainment Area s.f. [5.08.010-H]:

0

K. Kitchen s.f.:

150

L. Cooler s.f.:

500

M. Dry Storage s.f.:

300

N. Seating Area s.f.:

2700

O. Retail/public Area s.f.:

200

P. Service Bar s.f. [5.08.010-O]:

200

Q. Brief Business Plan description based on type of establishment listed above:

BREAKFAST/LUNCH CONCEPT SERVING BLOOD'S MARRIES & MIMOSA'S.

MANAGER INFORMATION

Full Name, include middle initial:

STEVE GEORGE FOTOS

Title:

PRESIDENT

Birthdate:

Birthplace:

Driver's License#:

Home Address:

Full Name, include middle initial:

SOPHIA T KOVELIS

Title:

TREASURER

Birthdate:

Birthplace:

Driver's License#:

Home Phone:

Home Address:

Full Name, include middle initial:

Title:

Birthdate:

Birthplace:

Driver's License#:

Home Phone:

Home Address:

PROPOSED FLOOR PLAN/LAYOUT OF PROPERTY

Mandatory: attach to this application a floorplan or layout of the proposed facility to include the following:

CLASS B LICENSES

1.	Every application for a Class B license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale showing the following (<i>check off once complete</i>): a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof; b. The designated use of each room or segregated area (i.e. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided); c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2.	The site drawing is subject to the approval of the Local Liquor Control Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any license by noting the same on the approved site drawing or as provided on the face of the license.
3.	A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4.	It shall be unlawful for any Class B licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

CLASS C LICENSES

1.	Every application for a Class C license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale, showing the following (<i>check off once complete</i>): a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof; b. The designated use of each room or segregated area (e.g. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas, where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided); c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2.	The site drawing is subject to the approval of the Local Liquor Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any licensee by noting the same on the approved site drawing or as provided on the face of the license.
3.	A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4.	It shall be unlawful for any Class C licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

****THE FIRE PREVENTION BUREAU WILL FURNISH ALL FINAL, PERMITTED OCCUPANCY NUMBERS FOR THIS LICENSE.**

CORPORATION / PREMISES QUESTIONS

1. If applicant is an individual or partnership, is each and every person a United States citizen (5.08.070-2)? Yes No
 Is any individual a naturalized citizen? Yes No
 If yes, print name(s), date(s), and place(s) of naturalization:

2. List the type of business of the applicant (5.08.070-3): *BREAKFAST/LUNCH RESTAURANT*

3. Number of years of experience for the above listed type of business (5.08.070-4): *30 yrs*

4. Amount of merchandise that normally will be in inventory when in operation (5.08.070-5): *\$15,000.*

5. Location/address and description of business to be operated under this applied for license (5.08.070-6):
1590 E. MAIN ST

6. Is the premises owned or leased (5.08.070-6A)? Owned Leased

7. If the premises are leased, list the names and addresses of all direct owners or owners of beneficial interests in any trusts, if premises are held in trust (5.08.070-6B):
 Name of Building Owner: *DLJ STONE CREEK LLC*
 Address of Building Owner: *3494 JEFFCO BLVD, ARNOLD MO 63010*
 Mailing Address of Building Owner (if different): *SAME*
 Phone Number: *314-326-9332* E-mail Address: *CFORD@MYFORTUNETEAM.COM*
 Name of Building Owner:
 Address of Building Owner:
 Mailing Address of Building Owner (if different):
 Phone Number: E-mail Address:
 Name of Building Owner:
 Address of Building Owner:
 Mailing Address of Building Owner (if different):
 Phone Number: E-mail Address:

8. Does the applicant currently operate, or operated in the past, any other establishment within the City of St. Charles that requires a liquor license? Yes No
 If yes, please list the business name(s) and address(es):

9.	<p>Does applicant have any outstanding debt with the City of St. Charles, including, but not limited to, utility bills, alcohol tax, and permit fees, for any current or previous establishment owned, operated or managed by the applicant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, please note the City of St. Charles requires all debt to be paid in full before consideration of a new or renewed liquor license is issued.</p>
10.	<p>Are any improvements planned for the building and/or site that will require a building permit? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, has a building permit been applied for? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, date building permit was applied for with Building & Code Enforcement:</p>
11.	<p>Has applicant applied for a similar or other license on the premises other than the one for which this license is sought (5.08.070-7)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, what was the disposition of the application? Explain as necessary:</p>
12.	<p>Has applicant (and all persons listed on page 1 of this application) ever been convicted of a felony under any Federal or State law, or convicted of a misdemeanor opposed to decency or morality (5.08.070-8)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Is applicant (and all persons listed on page 1 of this application) disqualified from receiving a liquor license by reason of any matter contained in Illinois State law and/or City of St. Charles Municipal Ordinances? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
13.	<p>List previous liquor licenses issued by any State Government or any subdivision thereof (5.08.070-9). Use additional paper if necessary.</p> <p>Government Unit: Date: 2018 Location, City/State: THE SOUTHERN CAFE IN ROSELLE</p> <p>Special Explanations:</p> <p>Government Unit: Date: 2000 Location, City/State: SOUTHERN BELLES IN BEDFORD PARK</p> <p>Special Explanations:</p>
14.	<p>Have any liquor licenses possessed ever been revoked (5.08.070-9)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, list all reasons on a separate, signed letter accompanying this application.</p> <p>Has any director, officer, shareholder, or any of your managers, ever been denied liquor license from any jurisdiction? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, proceed to Question 15. If more space is needed, please attach a separate sheet of paper with the information.</p>

15.	<p>Complete ONLY if yes was answered to the questions above (14):</p> <p>Name: _____ Name of Business: _____</p> <p>Position with the Business: _____</p> <p>Date(s) of Denial: _____</p> <p>Reason(s) for Denial of License: _____</p>
16.	<p>Date of Incorporation (Illinois Corporations) (5.08.070-10): <i>JUNE 5TH 2019</i></p> <p>Date qualified under Illinois Business Corporation Act to transact business in Illinois (Foreign Corporation): <i>SAME</i></p>
17.	<p>Has the applicant and all designated managers read and do they all understand and agree not to violate any liquor laws of the United States, the State of Illinois, and any of the ordinances of the City of St. Charles in conducting business(5.08.070-11)?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you, or in the case of a corporation, the local manager, or in the case of a partnership any of the partners, ever been convicted of any violation of any law pertaining to alcoholic liquor? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you, or in the case of a corporation the local manager, or in the case of a partnership any of the partners, ever been convicted of a felony? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you ever been convicted of a gambling offense? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If a partnership or corporation, include all partners and the local manager(s).)</p> <p>Will you and all your employees refuse to serve or sell alcoholic liquor to an intoxicated person or to a minor?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
18.	<p>Mandatory: All individual owners, partners, officers, directors, and/or persons holding directly or beneficially more than five (5) percent in interest of the stock of owners by interest listed on page 1 of this application must be fingerprinted by the City of St. Charles Police Department (5.08.070-A12).</p> <p>Has this been done? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, date(s): _____</p>
19.	<p>Mandatory: Has the applicant attached proof of Dram Shop Insurance to this application or already furnished it to the City of St. Charles (5.08.060)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If already furnished, date of delivery: _____</p> <p>NOTE: Insurance must be issued from May 1, 20XX – April 30, 20XX in accordance with City code 5.08.060. Request a prorated rate from your insurance company if you are applying for a new license during this timeframe.</p>

20. **Mandatory:** Is the premises within 100 feet of any real property of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands, or children; and/or any military or naval station (5.08.230)?
 Yes No

COMMENTS/ADDITIONAL INFORMATION

B.A.S.S.E.T. TRAINING

Please list employees required to have B.A.S.S.E.T training on this page – include all managers, assistant managers, bartenders, and clerks who are permitted to make alcoholic liquor sales. **Include copies of certificates for managers only and mark Manager if applicable. Add another page, if needed.**

Name: (First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course:

Place Course was Taken:

Birthdate:

Certificate Granted:

Expiration:

NOT AVAILABLE YET

Name: (First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course:

Place Course was Taken:

Birthdate:

Certificate Granted:

Expiration:

Name: (First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course:

Place Course was Taken:

Birthdate:

Certificate Granted:

Expiration:

Name: (First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course:

Place Course was Taken:

Birthdate:

Certificate Granted:

Expiration:

NEW MANAGEMENT REQUIREMENTS

Whenever a new manager comes on board, the City must be notified and that person must be fingerprinted.

It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for their employees.

APPLICATION FOR LATE NIGHT PERMIT

SUPPLEMENTAL TO LIQUOR LICENSE FOR CLASS B/C

To: **St. Charles Liquor Control Commission**

Date:

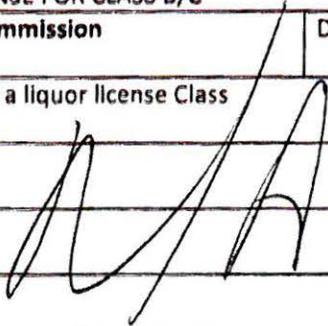
I now possess or have applied for a liquor license Class

Applicant's Name:

Name of Business:

Business Address:

Business Phone:



SUPPLEMENTAL PERMIT APPLIED FOR

Payment of Late Night Permit fee is required at the time the permit is issued.

1:00 a.m. Late Night Permit – fee of \$800.00

2:00 a.m. Late Night Permit – fee of \$2,300.00

NOTE: Other permits that may be available upon request include:

- Class E – Special Event License (1 to 3-day event @ \$100.00 per day)
- Outdoor Dining Permit (Contact Community & Economic Development @ 630.377.4443)

SIGNATURES



Applicant's Signature

Liquor Commissioner hereby directs City Clerk to issue permit indicated above.

Liquor Commissioner's Signature

Date

ADDENDUM TO RETAIL LIQUOR LICENSE APPLICATION

To be completed by the City of St. Charles Police Department

Date: 02/10/2020	Name of Applicant: STEVE FOTOS
---------------------	-----------------------------------

Name of Business:
SOUTHERN CAFE

Address of Business: 1590 E. MAIN ST.	Ward Number: = 2
--	---------------------

To Liquor Control Commissioner, City of St. Charles, Illinois

Pursuant to the provision of the City of St. Charles Municipal Code, Chapter 5.08, Alcoholic Beverages, the following guide shall be in effect for the investigation of an applicant for a Retail Dealer's Liquor License:

1.	Date on which applicant will begin selling retail alcoholic liquors at this location: N/A POSSIBLY APRIL 2020 / UNDER CONSTRUCTION
2.	Is the location within 100 feet of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands or children; or any military or naval station? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.	If the answer to question 2 is yes, answer the following: Is applicant's place of business a hotel offering restaurant service, a regularly organized club, a restaurant, a food shop, or other place where the sale of alcoholic liquors is not the principal business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, answer a, b and c: a. State the kind of such business: b. Give date on which applicant began the kind of business named at this location: c. Has the kind of business designated been established at this location for such purpose prior to February 1, 1934, and carried on continuously since such time by either the applicant or any other person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4.	If premises for which an alcoholic liquor license is herein applied for are within 100 feet of a church, have such premises been licensed for the sale of alcoholic liquor at retail prior to the establishment of such church? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, have the premises been continuously operated and licensed for the sale of alcoholic liquor at retail since the original alcoholic liquor license was issued therefore? <input type="checkbox"/> Yes <input type="checkbox"/> No
5.	Is the place for which the alcoholic liquor license is sought a dwelling house, flat, or apartment used for residential purposes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.	Is there any access leading from premises to any other portion of the same building or structure used for dwelling or lodging purposes and which is permitted to be used or kept accessible for use by the public? (Connection between premises and such other portion of building or structure as is used only by the applicant, his/her family and personal guests not prohibited.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7.	If applicant conducts or will conduct in the same place any other class of business in addition to that of City Retailer of Alcoholic Liquor, state the kind and nature of such business: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

8.	Are all rooms where liquor will be sold for consumption on the premises continuously lighted during business hours by natural light or artificial white light so that all parts of the interior shall be clearly visible? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9.	Are premises located in any building belonging to or under the control of the State of Illinois or any other political subdivision thereof, such as county, city, etc.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10.	Are the premises for which license is herein applied for a store or place of business where the majority of customers are minors of school age or where the principal business transacted consists of school books, school supplies, food or drinks for such minors? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
11.	It is required by the City of St. Charles that all employees undergo BASSET training. Provide a copy of the certificate of training completion for each manager. All certificates for managers have been submitted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
12.	From your observation and investigation, has applicant—to the best of your knowledge—truthfully answered all questions? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, state exceptions:
13.	Have all persons named in this application been fingerprinted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Fingerprinted by: <u>SCPD</u> Date: <u>12/02/19</u>
14.	Other necessary data:

**SIGNATURES
ENDORSEMENTS AND APPROVALS**

INVESTIGATING OFFICER

Investigating Officer Signature

376 - DETECTIVE
Badge Number & Rank

ENDORSEMENT OF THE CHIEF OF POLICE

Recommend Issuing Liquor License: Yes No

Signature Of Chief of Police

2.13.20
Date

The Southern Café of St. Charles
www.thesoutherncafe.com

“Founded in 2008, The Southern Café is a mix of good old home cooking and a dash of culinary genius.”

The Big idea that started it all was our belief in using the highest quality ingredients available in a warm and inspired setting. The atmosphere is relaxed and welcoming for any occasion, whether it’s a gathering with family and friends or a romantic brunch for two.

The Southern Café, “Home of the Nasty Biscuit” will be joining the St. Charles family in the coming months. With over 30 years of family dining experience we will be bringing our signature southern flavors and charm to the area. Menu will consist of breakfast basics such as eggs, pancakes, French toast and so much more. Various stuffed biscuits, mouthwatering skillet, sweet treats, sandwiches, salads, and entrees will resonate amongst the St. Charles neighborhood.

**Our hours of operation:
Seven Days a Week from 6:30 a.m. to 3:00 p.m.**

We will also be featuring a coffee, smoothie, and juice bar. Our intentions are to also serve Bloody Mary’s and Mimosas to complement our meals.

CARO INSURANCE SERVICES

16520 106TH CT.

ORLAND PARK, IL 60467

11/05/2019

RE: Southern Café St Charles, Inc.

1590 E. Main St.

St. Charles, IL 60174

To whom it may concern,

Southern Café St Charles, Inc. will procure \$1,000,000 C.S.L. Liquor Liability Insurance coverage in the immediate future. All applicable Certificates of Insurance will be supplied. The Insurance carrier will be Society Insurance (Rated A- Excellent, by A.M. Best) and the annual premium will be based on annual receipts, expected to be minimum premium, approximately \$300.00 annual premium.

If you have any questions or need additional information, please feel free to call me.

Sincerely,

Bill Ntovas

Cell: (773) 655-4808

THE SOUTHERN CAFE

BISCUIT LOVE!

Our bread & our country gravy were born in the south. Homemade, dairy & sure to please!

BASKET O' BISCUITS Fluffy biscuits served with homemade jam and warm apple butter or honey butter. Great for sharing. 6.99

THE B&G Fluffy biscuit smothered in our homemade country gravy & crispy hash browns. 9.99

THE B&G, ADD THE "E" Same as above but with two eggs your way. 10.99

CHICKEN FRIED CHICKEN House-made drop biscuit with buttermilk chicken fried chicken, smothered in country gravy, topped with shredded cheddar & crumbled hickory smoked bacon. Served with two eggs your way & crispy hash browns. 13.99

THE NASTY BISCUIT Buttermilk flaky drop biscuit stuffed with our crispy Southern fried chicken breast topped with cheesy scrambled eggs and smothered in country gravy atop crispy hash browns. 13.99

COUNTRY FRIED STEAK & EGGS House-made drop biscuit topped with country fried steak & smothered in country gravy. Served with two eggs your way & crispy hash browns. 12.99

EGGS

We believe love & eggs are best when fresh. Any of our egg plates can be made with egg whites or egg beaters + \$1. Includes hash browns or grits.

Your choice of toast, English muffin, biscuit or a side of our buttermilk pancakes. Upgrade to a Signature Pancake + \$3 or House Hash Browns (green pepper, onion and smoky pepper jack cheese sauce) + \$2

EGGS YOUR WAY Two eggs served how you like them with crispy hash browns. 6.99

ADD PROTEIN TO "EGGS YOUR WAY" Hickory smoked bacon, griddled country ham, pork sausage links, house-made sausage patties, Canadian bacon, chorizo or turkey sausage + 3

CORNERED BEEF HASH N' EGGS Two eggs and a mound of our corned beef hash. 12.99

SPECIALTY OMELETS

Know how to roll 'em. To break the omelet code, you gotta break eggs. Lots of them. So we kept crackin' 'til we got it right.

Served with our crispy hash browns or grits. Your choice of toast, English muffin, biscuit or a side of our buttermilk pancakes. Substitute egg whites or egg beaters + \$1.

Upgrade to a Signature Pancake + \$3 or House Hash Browns (green pepper, onion and smoky pepper jack cheese sauce) + \$2

(Only one substitution on our specialty omelets)

THE SOUTHERN OMELET Griddled country ham, sausage, hickory smoked bacon, onion & green bell peppers. 11.99

AVOCADO BACON OMELET Crumbled hickory smoked bacon, diced tomatoes, avocado & pepper jack cheese. 11.99

SPINACH & FETA We use fresh spinach with the finest imported Greek feta cheese. 10.99

ROASTED VEGGIE & FETA OMELET Large, fluffy omelet stuffed with feta cheese, roasted red pepper, tomatoes, mushrooms, onion & fresh spinach. 12.49

AY CARAMBA Chorizo, jalapeños, onion, avocado & mozzarella cheese. 11.99

FRESH MARKET OMELET Loaded with fresh spinach, mushrooms, tomato & onion. 10.99

COUNTRY MUSIC STAR Loaded with country ham, sausage, onions & cheddar cheese. Topped with country gravy & crumbled bacon. 12.79

THE BISCUIT Yes. We know. It's crazy. But it works. Infused & topped with country gravy, sausage, cheddar cheese & our house-made biscuit. 11.99

BUILD YOUR OWN UP TO 3 INGREDIENTS (+ \$1.00 per additional)

Make it how you like it with choice of: Hickory smoked bacon, country ham, pork sausage, chorizo, fresh mushrooms, broccoli, onion, spinach, tomatoes, sun-dried tomatoes, red or green bell pepper, jalapeños.

Cheese: American, Swiss, cheddar, white cheddar, mozzarella, pepper jack, smoky pepper jack cheese sauce. 10.99

Add: Avocado, Feta, Blue Cheese, Turkey Sausage or Andouille Sausage + 1

HAM, BACON OR SAUSAGE WITH CHEESE 10.59

CLASSIC DENVER 10.59

SPECIALTY SKILLET'S

Choose from below over our crispy hash browns & topped with two eggs your way.

Served with toast, English muffin or a side of our buttermilk pancakes. Substitute egg whites or egg beaters + \$2. Upgrade to a Signature Pancake + \$3 or add our smoky pepper jack cheese sauce + \$2

All skillet's come with our house-made drop biscuit.

(Only one substitution on our specialty skillet's)

THE SOUTHERN SKILLET Griddled country ham, sausage, hickory smoked bacon, onion, green bell peppers & a blend of cheeses. 11.99

SASSY EGGS Chorizo-potato hash with cheddar cheese, red bell peppers, jalapeños, guacamole & sour cream then topped with eggs your way. 12.49

THE NASTY SKILLET Country ham, sausage, cheddar cheese & biscuit topped with eggs your way, country gravy & crumbled bacon. 12.99

CHICKEN FRIED CHICKEN Buttermilk chicken fried chicken, fried to perfection with green bell peppers, onions, blend of cheeses topped with eggs your way, country gravy, crumbled bacon & shredded cheddar. 13.99

FRESH MARKET Spinach, mushrooms, tomato, onion, pepper jack cheese & cheddar. 11.99

THE IRISHMAN House-made corned beef hash with swiss cheese, griddled peppers and onions. 13.49

LOUISIANA Super flavorful Cajun Andouille sausage griddled with chopped onions, red & green bell peppers atop crispy seasoned hash browns with melted pepper jack cheese. 13.49

SKIRT STEAK SKILLET Tender pieces of skirt steak, fresh mushrooms, griddled peppers, onions & mozzarella cheese. 14.99

BUILD YOUR OWN UP TO 3 INGREDIENTS (+ \$1.00 per additional)

Make it how you like it with choice of: Hickory smoked bacon, country ham, pork sausage, chorizo, fresh mushrooms, broccoli, onion, spinach, tomatoes, sun-dried tomatoes, red or green bell pepper, jalapeños.

Cheese: American, Swiss, cheddar, white cheddar, mozzarella, pepper jack, smoky pepper jack cheese sauce. 10.99

Avocado, Feta, Blue Cheese, Turkey Sausage or Andouille Sausage + 1

SIGNATURE BREAKFAST!

THE SUGGA MOMMA Our famous Southern-fried chicken breast drizzled with spicy honey sauce, topped off with cheesy scrambled eggs between two pearl sugar waffles. Served with crispy hash browns. 13.99

THE SUGGA BABY Waffle breakfast sandwich with cheesy scrambled eggs, house-made sausage patty, shaved country ham & hickory smoked bacon between two pearl sugar waffles glazed with maple syrup. Served with crispy hash browns. 13.99

STACKED & LOADED 3 thick slices of Greek French toast soaked in our vanilla-infused buttermilk batter. One layer stuffed with shaved country ham & cheese, the other stuffed with hickory smoked bacon & cheese, then drizzled with warm maple syrup, topped with 2 cheesy scrambled eggs. 13.99

GEORGE'S CHIX & BACON WAFFLE A Belgium waffle with bacon topped with our famous Southern-fried chicken breast and two eggs scrambled with cheddar & a side of country gravy. 13.49

TEX MEX POLLO LOCO No one does chicken fried chicken like we do. House-made biscuit with buttermilk fried chicken breast, smothered in our spicy, cheesy, chorizo country gravy topped with two eggs your way & scallions. Served with crispy hash browns & a roasted jalapeño. 13.99

CHIX & FRENCH TOAST STACK Two thick slices of our Brioche French toast stuffed with shaved country ham, hickory smoked bacon and cheese then topped with our famous Southern-fried chicken breast drizzled with honey butter and two cheesy scrambled eggs then drizzled with maple syrup. 13.99

STUFFED CAJUN CHEESE STEAK BISCUIT Buttermilk flaky drop biscuit stuffed with shaved Ribeye steak marinated in garlic butter & Cajun seasonings, griddled with green peppers, onions and mushrooms then topped with two eggs over easy smothered in our house-made smoky pepper jack cheese sauce atop crispy hash browns. 13.99

SAUSAGE HEAD BISCUIT Buttermilk flaky drop biscuit stuffed with Andouille sausage & crumbled chorizo, griddled with jalapeños and onions then topped with two eggs over easy smothered in our house-made smoky pepper jack cheese sauce and sliced avocado atop crispy hash browns. 13.99

BENNY'S

Served with our crispy hash browns or a cup of seasonal fruit.

CLASSIC BENNY Toasted English muffin topped with griddled Canadian bacon, poached eggs & our creamy Hollandaise. 10.99

COUNTRY BENNY House-made sausage patties on a biscuit topped with poached eggs & country gravy. 12.49

POPULAR BENNY Toasted English muffin topped with layers of turkey, bacon, avocado, poached eggs & our creamy Hollandaise. 11.99

CAROLINA BENNY Toasted English muffin topped with fried green tomatoes, guacamole, hickory smoked bacon, poached eggs, scallions & drizzled with our house-made Remoulade Sauce. 12.99

BRISKET BENNY Smoked beef brisket topped with poached eggs, bbq hollandaise and crispy fried onions atop our house-made drop biscuit. 13.99

PANCAKES

Add fresh strawberries, blueberries, bananas, chocolate chips, pecans, cinnamon apples, cherry compote, strawberry compote, blueberry compote, crumbled hickory smoked bacon +\$2.00. May order gluten free + \$2

B-U-T-T-E-R-M-I-L-K A full stack of our signature pancakes served with butter & warm maple syrup. 8.29

LUMBERJACK Two large buttermilk pancakes, a slice of country ham, two hickory smoked bacon strips, two sausage links, 2 eggs your way & crispy hash browns. 13.99

2 X 2 X 2 Pancakes, 2 eggs your way, 2 bacon or 2 pork sausage links. 10.59

BANANA CRUNCH Pancakes filled with granola & fresh bananas topped with cinnamon butter, pecans, more fresh bananas & whipped cream. 10.99

CINNAMON SWIRL A delicious swirl of cinnamon butter-infused pancakes topped with ooey gooey cream cheese icing. 10.99

MORE S'MORES Chocolate chip pancakes drizzled with chocolate syrup & marshmallow sauce, topped with whipped cream & graham crackers. 10.99

GRANNY'S APPLE BUTTER House-made apple butter melted into our cakes, topped with cinnamon apples, pecans & dusted with powdered sugar. 10.99

FRENCH TOAST

Our eggy breads are the champions of brunch. Grilled to golden perfection. Add fresh strawberries, blueberries, bananas, chocolate chips, pecans, cinnamon apples, cherry compote, strawberry compote or blueberry compote + \$2.00. May order gluten free + \$2

SIMPLY THICK Soaked in our vanilla-infused buttermilk batter. 8.29

THE FRENCH LADY Half order of french toast, 2 eggs your way with 2 bacon or 2 pork sausage links. 10.59

CINNAMON SWIRL Dipped in our special batter topped with sliced bananas, drizzled with sea salt caramel & lightly dusted with powdered sugar. 10.99

BANANA ANNA House-made banana walnut bread, baked with chocolate chips & dipped in our special batter, topped with fresh banana slices, drizzled with sea salt caramel, garnished with walnuts & a dust of powdered sugar. 10.99

FRENCH TOAST EXTREME Stuffed with our in house sweet cream cheese topped with fresh bananas, fresh blueberries, sea salt caramel sauce, house-made strawberry compote, pecans & whipped cream. 12.99

WAFFLES

Add fresh strawberries, blueberries, bananas, chocolate chips, pecans, cinnamon apples, cherry compote, strawberry compote, blueberry compote, crumbled hickory smoked bacon +\$2.00

BELGIUM Simply served with butter & warm maple syrup. 8.29

WAFFLE COMBO A Belgium waffle, 2 eggs your way with 2 bacon or 2 pork sausage links. 10.59

RIG SOUTH Belgium waffle drizzled with honey butter & warm maple syrup, two bacon, two sausage links and two pieces of fried chicken (leg & thigh), two eggs your way & crispy hash browns. 14.99 | White meat + \$2

WILBUR'S CHIX & WAFFLES One Belgium Waffle, 2 pieces fried chicken (leg & thigh) 2 eggs your way, hash browns or grits. 13.99 | Substitute for fried catfish + \$3

GRIT BOWLS & OATS

If you didn't like grits before, you'll be sure to love them now.

- CAJUN SHRIMP & JALAPENO CHEDDAR GRITS** Creamy white cheddar grits with fresh shrimp, bacon, jalapeños, mushrooms, minced garlic, Cajun spices & a blend of cheeses sautéed in our house-made Cajun cream sauce & topped with two eggs over easy. 14.99
- FRIED GREEN TOMATOES & CHEDDAR GRITS** Creamy white cheddar grits topped with fried green tomatoes, spinach, mushrooms and two eggs over easy then drizzled with our house-made Cajun cream sauce. 12.99
- GEORGIA CATFISH & JALAPENO CHEDDAR GRITS** Creamy white cheddar grits with bacon, jalapeños, mushrooms, minced garlic, Cajun spices & a blend of cheeses sautéed in our house-made Cajun cream sauce & topped with two eggs over easy and a fried catfish fillet. 14.99 | Add 5 Cajun Slump + \$5
- OLD FASHIONED OATMEAL BOWL** Simply served with milk and brown sugar. 5.79
Choose any topping for +1 | strawberries, blueberries, bananas, pecans, walnuts or raisins

CRÊPES & BLINTZES

Our take on French style pancakes, made with a splash of buttermilk & dressed up with sweet toppings & flavorful fillings.

Add fresh strawberries, blueberries, bananas, chocolate chips, pecans, cinnamon apples, cheny compote, strawberry compote or blueberry compote + \$2.00

PLAIN CRÊPES Simply served with butter & warm maple syrup. 9.99

CHEESE BLINTZES Crêpes filled with our house-made blintz cheese. Served same way as above. 10.99

BANANA NUTELLA Melts-in-your-mouth crêpes layered with hazelnut chocolate spread, fresh banana slices, fresh strawberries & crushed walnuts with whipped cream. 11.99

- CINNAMON APPLE BLINTZES** Crêpes infused with cinnamon butter, filled with roasted cinnamon apples & our house-made blintz cheese. Topped with more cinnamon apples & pecans. Drizzled with sea salt caramel sauce & lightly dusted with powdered sugar. 12.99

STEAKS, CHOPS & EGG SHOPPE

All served with crispy hash browns & toast or pancakes.

Substitute egg whites or egg beaters + \$1

We suggest upgrading to a **Signature Pancake** + \$3 or **House Hash Browns** (green pepper, onion and smoky pepper jack cheese sauce) + \$2

- SIRLOIN STEAK** Char-broiled to perfection & served with two eggs your way. 13.99
- BROILED SKIRT STEAK & EGGS** Seasoned just right & served with two eggs your way. 17.99
- CHOPPED STEAK & EGGS** Made in house & served with two eggs your way. 13.99
- SMOTHERED PORK CHOPS** Two bone-in pork chops breaded & fried until golden brown, smothered in our house-made country gravy & served with two eggs your way. 14.99

BREAKFAST SIDES & MORE

- | | |
|--------------------------------------|-------------------------------------|
| SAUSAGE PATTIES 4.99 | FRESH FRUIT 2.99 |
| SAUSAGE LINKS 4.29 | COTTAGE CHEESE 2.99 |
| HICKORY SMOKED BACON 4.29 | COUNTRY GRAVY 1.49 |
| TURKEY SAUSAGE 4.29 | CHORIZO COUNTRY GRAVY 2.49 |
| COUNTRY HAM 4.29 | BISCUIT 2.49 |
| CORNED BEEF HASH 5.49 | TOAST 2.49 |
| PEPPER JACK CHEESE SAUCE 2.00 | PEARL SUGAR WAFFLE 2.99 |
| CANADIAN BACON 4.29 | HOMEMADE JAM 1 |
| HOUSE HASH BROWNS 4.99 | WARM APPLE BUTTER 1 |
| HASH BROWNS 2.99 | HONEY BUTTER 1 |
| FRESHLY SLICED TOMATOES 1.79 | CUP OF OATMEAL OR GRITS 2.99 |

LUNCH ENTRÉES

Available after 11 AM | All Entrées come with a cup of soup or side salad.
Complete dinner includes soup & salad + \$2

- THE BETTY LOU** 2 pieces of our buttermilk breaded fried chicken (leg & thigh) served with 2 sides & cornbread or biscuit. 12.99 | Wf to meal + \$2
Add an extra side of 2 pieces of chicken. Dark Meat 3.00 | White Meat 4.50
- ROSCOE'S CATFISH** 2 fresh catfish fillets breaded & fried to perfection. Served with tartar sauce, 2 sides & cornbread or biscuit. 14.99
- THE COUNTRY** Large country fried steak or country fried chicken breaded & fried to perfection then smothered in country gravy. Served with 2 sides & cornbread or biscuit. 13.99
- GUMBO-LAYA (SPICY STEW)** A real southern favorite that is rich, tangy & full of zesty flavors with a bit heavy on the spice for a loving sweet burn. Chicken, shrimp, Andouille sausage, carrots, red peppers & onions served over white rice topped with scallions. 14.99
- BUILD YOUR OWN MAC & CHEESE** Choose two. Prepared with our secret white cheese sauce. Sweet bourbon caramelized onion, corn, mushroom, chorizo, broccoli, fresh jalapeño, bacon, or chicken. 13.49
Add Shrimp + 3 | Pulled Pork + 3 | Andouille Sausage + 3
- CHICKEN TENDERS** Fresh chicken breast slices, buttermilk breaded & fried to a golden brown. Served with crispy kinkie fries, our house-made BBQ sauce & a cup of soup. 10.99
- MEATLOAF** House-made meatloaf atop smashed potatoes smothered in brown gravy & topped with scallions. Served with one side & cornbread or biscuit. 13.99

CHAR-BURGERS

100% Black Angus Beef. We recommend medium for a juicy burger but you may have it any way you like. Served with crispy kinkie fries & a cup of soup or side salad.
Upgrade to sweet potato fries + \$1.50

- BACON WILD C.B.** 11.99
- SOUTHWEST BURGER** Lettuce, tomato, chorizo, American cheese and roasted jalapeño. 12.99
- DANG BURGER** Remoulade sauce, hickory smoked bacon, sautéed mushrooms, sweet bourbon caramelized onions, smoked gouda cheese. 12.99
- GRIDDLED PATTY** Classic patty melt on grilled rye bread with sweet caramelized onions, American & Swiss cheeses. 11.99

SANDWICHES

Grilled, battered, rubbed or fried our farmhouse sandwiches are the answer to any mid-day craving. Served with crispy kinkie fries & a cup of soup or side salad.
Upgrade to sweet potato fries + \$1.50

- B.L.T. CLUB** Layers of hickory smoked bacon, crisp lettuce, tomatoes and mayo on white toast. 10.99
- CAJUN SHRIMP PO'BOY** Loads of fresh shrimp sautéed with Cajun spices on a garlic-toasted French baguette with fried green tomatoes, shredded lettuce and our house-made Remoulade sauce. 14.99
- THE CUBANO** Slow roasted pulled pork, shaved country ham, white cheddar, dijon mustard, light BBQ sauce & mayo with sweet & spicy pickles then pressed to perfection on a toasted ciabatta. 12.99
- THE SOUTHERN CHICKEN** Buttermilk breaded chicken breast, fried to a golden brown, topped with hickory smoked bacon, cheddar cheese, mayo, crisp lettuce, tomato & served on a bratche bun. 12.99
- HOG HEAVEN** Generous helping of our slow roasted pulled pork lightly topped with our house-made BBQ sauce, hickory smoked bacon, white cheddar and sweet & spicy pickles on a toasted ciabatta. 12.49
- RUBY REUBEN** House-made corned beef, sauerkraut & Swiss cheese on Rye. 11.99
- TUNA MELT** House-made tuna salad with American cheese on Rye. 10.99
- THE CHUB CLUB** Layers of hickory smoked bacon, turkey, tomatoes, American cheese, avocado, crisp lettuce & mayo on white toast. 12.49
- AVOCADO SANTA FE CHICKEN SANDWICH** Grilled chicken with avocado, roasted red peppers, crisp lettuce, tomato, pepper jack cheese & Cajun ranch served on toasted ciabatta bread. 12.99
- CAJUN CHEESE STEAK** Tender slices of shaved Ribeye steak marinated in garlic butter & Cajun seasonings, sautéed with sweet bourbon caramelized onions, red bell peppers & smoked gouda cheese then drizzled with our house-made Cajun ranch. 13.99
- GRILLED CHEESE** Buttered & grilled sour dough bread, thin slices of country ham, hickory smoked bacon, fried green tomatoes, smoked gouda & white cheddar cheese. 11.99
- THE BIG TEXAN** Smoked beef brisket caramelized with our house-made bbq sauce topped with cheddar cheese and crispy fried onions on a soft bratche bun. 13.99
- PASTRAMI GRINDER** Freshly sliced pastrami griddled with melted Swiss cheese and drizzled with Russian dressing. 12.99
- CHICKEN PESTO PANINI** Char-broiled chicken breast with mozzarella, crisp lettuce, tomatoes & our house-made pesto sauce. 11.49
- SOUP COMBO / HALF SANDWICH** Your choice of turkey, ham, corned beef, chicken salad or tuna salad with a bowl of soup. 8.99 | Add cheese + 1

WRAPS & SALADS

Delicious mixings & big taste. Served with a cup of soup. Dressings: Ranch, Blue Cheese, Thousand Island, Creamy Caesar, Balsamic Vinaigrette, Cajun Ranch, Jalapeño Ranch or Raspberry Vinaigrette

- BUFFALO CHICKEN WRAP** Buttermilk breaded chicken breast, fried to a golden brown, dipped in hot sauce & wrapped with crumbled blue cheese, shredded iceberg lettuce, tomatoes & house-made ranch dressing. 11.99
- CHICKEN CAESAR WRAP** Strips of char-broiled chicken breast, wrapped with crisp romaine lettuce, parmesan cheese, tomatoes & raw onions tossed in our house-made creamy Caesar dressing. 11.99
- CAESAR SALAD** Fresh romaine lettuce tossed in our house-made creamy Caesar dressing, topped with croutons & parmesan cheese. 10.49 | Add Chicken + 3.50
- TACO SALAD** House-made tortilla shell filled with crisp garden greens, topped with taco meat, shredded cheddar & fresh tomatoes. Served with sour cream & salsa. 11.99
Add Chicken + 3.50
- COBB SALAD** Crisp garden greens with fresh tomatoes, avocado, chopped egg, bacon & blue cheese. Topped with lemon butter char-broiled chicken. 12.99
- THE ZESTY TEXAN** Fresh romaine lettuce, green & red cabbage, fresh chopped tomatoes, black beans, corn, shredded cheddar cheese, seasoned crispy tortilla strips topped with our buttermilk breaded chicken breast. Served with our house-made jalapeño ranch dressing. 13.99
- SLENDERELLA CHICKEN SALAD** Crisp garden greens topped with Mandarina wedges, pecans, apples, raisins, avocado, crumbled blue cheese & strips of char-broiled chicken. Served with our house-made raspberry vinaigrette. 12.99

LUNCH SIDES & MORE

- | | |
|--|--|
| KRINKLE FRIES 2.99 | BROCCOLI 3.79 |
| HOUSE-MADE CHIPS 2.49 | MAC 'N' CHEESE Topped with crumbled bacon. 4.29 |
| SMASHED POTATOES & GRAVY 2.79 | DINNER SALAD 3.99 |
| SWEET POTATO FRIES 3.99 | CORNBREAD 2.99 |
| CREAMY COLE SLAW 3.29 | 2 ROASTED JALAPEÑOS 2.50 |
| CORN 3.29 | FRIED GREEN TOMATOES 3.99 |
| GREEN BEANS 3.29 | PEPPER JACK CHEESE SAUCE 2.00 |
| PORK COLLARD GREENS 3.49 | |

3 Locations to Serve You

1819 Knapp Rd, Crest Hill IL 60403

511 N. Roselle Rd, Roselle IL 60172

And Coming Soon

1590 E. Main St., St. Charles IL 60174

www.TheSouthernCafe.com

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 6a

Title:

Seeking Feedback and Direction Related to a Funding Request from the St Charles Business Alliance in the Amount of \$698,600 for Fiscal Year 2020-2021.

Presenter:

Chris Minick, Finance Director

Meeting: Government Operations Committee

Date: February 18, 2020

Proposed Cost: \$698,600

Budgeted Amount: \$TBD

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

Attached is a funding request from the St Charles Business Alliance (SCBA) for fiscal year 2020-2021. The request is in the amount of \$698,600 and is comprised of funding from two sources: \$262,000 of anticipated proceeds of SSA 1B and the remaining \$436,600 would be taken from the hotel/motel tax revenue stream. The funding requested represents a \$1,000 reduction from the current funding level of \$699,600 as approved for FY 2019-2020.

The 2020-2021 year represents the second year of the SCBA's existence. The combination of the former Downtown St Charles Partnership and the Greater St Charles Convention and Visitor's Bureau was completed in the summer of 2019.

Representatives of the SCBA will be present at the Committee meeting to highlight the accomplishments of the SCBA over the past year as well as outline the anticipated activities for the upcoming fiscal year.

Staff will be seeking feedback and direction from the Committee as to the amount of funding to include in the proposed 2020-2021 fiscal year budget draft.

Attachments *(please list):*

Funding Request Memo

SCBA 2020-2021 Fiscal Year Budget

SCBA Power Point Presentation

Recommendation/Suggested Action *(briefly explain):*

Seeking Feedback and Direction Related to a Funding Request from the St Charles Business Alliance in the Amount of \$698,600 for Fiscal Year 2020-2021.

Date: 2/13/2020
To: Chris Minick, Dir of Finance City of St Charles, and City Administration
From: Jenna Sawicki, The St Charles Business Alliance Executive Director
Subject: St Charles Business Alliance Funding for FY 20-21

This communication is to request funding in the amount equal to 100% of total SSA-1b funds (\$262,000) and \$436,600 of the Hotel Motel Funds. The Alliance requests funding at this amount to fund the planned operations which drive our purpose which includes:

- Continuing work as the City's Destination Marketing organization (DMO)
- Event growth, expansion and execution
- Hotel and tourism promotion
- St Charles Business community coordination and facilitation

The Alliance's total budget for fiscal year 2020-2021 is \$1,006,600 based on proposed request of all of the SSA funds, projected at \$262,000 and our portion of the Hotel Motel tax of \$436,600.

Respectfully,

A handwritten signature in black ink that reads "Jenna Sawicki". The signature is written in a cursive, flowing style.

Jenna Sawicki
Executive Director
St Charles Business Alliance

2020-2021

Ordinary Income/Expense	
Income	
4000.00 · Operations Income	
4001 · Hotel	436,600
4002 · SSA-1B Revenues	262,000
4005 · Investor Contributions	
4005.40 · Investor Contributions-Other	
Total 4005 · Investor Contributions	
4500 · Interest Revenues	700
Total 4000.00 · Operations Income	699,300
4100.00 · Committee Income	
4120 · City Advertising Reimbursement	-
4170 · Visitor's Guide	-
Total 4100.00 · Committee Income	-
Total Income	699,300
Gross Profit	699,300
Expense	
5000 · Operations Expense	
5005 · Accounting Services	15,000
5030 · Equipment Leasing & Rental	2,500
5040 · Insurance & Bonding	
5040.10 · General Liability	25,000
5040.20 · Workers Compensation Insurance	1,000
5040.30 · Auto Insurance	390
5040.40 · D&O	400
Total 5040 · Insurance & Bonding	26,790
5041 · Interest Expense	100
5042 · IT Support / Web Hosting	19,000
5043 · Legal	2,500
5050 · Office Supplies	4,500
5053 · Outside Services	2,000
5055 · Program Participation Fees	2,000
5060 · Personnel	
5060.10 · Salaries and Payroll Expense	\$430,000
5060.20 · Employee Benefits	50,000
5060.25 · Payroll Processing Fees	-
5060.30 · Payroll Tax Expense	28,000
5060.35 · Temp Worker Expense	\$3,500
5060.99 · Payroll Allocation - Events	(128,000)
Total 5060 · Personnel	383,500

	2020-2021
5075 · Professional Developmt/Travel	
5085 · Software/Technology Fees	16,000
5110 · Annual Meeting Expense	400
5115 · Annual Report	100
5120 · Bank Service Charges	1,000
5124 · Depreciation Expense	7,000
5125.00 · Dues, Memberships	500
5165 · Postage	500
5180 · Repairs & Maintenance	1,000
Total 5000 · Operations Expense	484,390
6000 · Committee Expenses	
6010 · Business Development/Education	
6010.10 · Booth Fees	15,000
6010.20 · Marketing Materials	15,000
6010.30 · Signage/Awning Program	8,000
6010.35 · Professional Development	8,000
6010.40 · Workshops & Training (Bus. Exc)	1,500
Total 6010 · Business Development/Education	47,500
6020 · Marketing & Promotion	
6020.10 · Advertising	18,000
6020.30 · Branding	28,000
6020.50 · Kiosks	-
6020.60 · Photography	1,500
6020.70 · STC Live	-
6020.90 · Visitors Guide/ Resturant guide	20,000
Total 6020 · Marketing & Promotion	67,500
6030 · Organization	
6030.10 · Stakeholders Engagement	2,000
6030.20 · Volunteer Appreciation	3,500
Total 6030 · Organization	5,500
Total 6000 · Committee Expenses	120,500
Total Expense	604,890
Net Ordinary Income	94,410
Other Income/Expense	
Other Income	
7000 · Event Income	
7010 · Booth Fees	41,000
7020 · Parade Entry Fees	10,000
7030 · Event Sponsorship	95,000
7040 · Jury Fees	8,000

	2020-2021
7051 · Ravenswood Sponsorship	65,000
7060 · Carnival	24,000
7070 · Food Vendor	45,000
7080 · Merchant	<u>20,000</u>
Total 7000 · Event Income	<u>308,000</u>
Total Other Income	308,000
Other Expense	
7500 · Event Expenses	
7505 · Advertising	38,000
7510 · Artist's Awards	14,500
7515 · Artist's Lunches	3,000
7520 · Banners	10,000
7525 · City Services	40,000
7529 · Festival Fees	-
7530 · Float Awards	-
7535 · Judges	800
7540 · Logistics	5,500
7545 · Marketing	9,000
7550 · Miscellaneous	4,000
7555 · Music/Entertainment	20,000
7560 · Outside Services	41,000
7565 · Paid Elements	20,000
7570 · Purchase Award Program	-
7573 · Payroll Allocation	128,000
7574 · Ravenswood Management Fees	28,000
7575 · Repairs & Maintenance	15,000
7580 · Security	8,000
7585 · Tents	18,500
7595 · Volunteer Expenses	1,500
7600 · Video/Photography	<u>4,000</u>
Total 7500 · Event Expenses	<u>408,800</u>
Total Other Expense	<u>408,800</u>
Net Other Income	<u>(100,800)</u>
Net Income	<u><u>(6,390)</u></u>



The St.
Charles

Business

Alliance

ST. CHARLES
DISCOVER YOUR CITY SIDE

We are your Destination Marketing Organization

DMO's play a key role in the long-term development of a destination, by formulating an effective marketing and tourism strategy.



Mission: To Drive Economic growth
to make the St Charles Community a
destination where people, businesses
and tourism thrive



Meet the Team



*Jenna Sawicki
Director*



*Laura Purdy
Tourism & Sales Manager*



*Alyssa Feulner
Marketing Manager*



*Nate Wendt
Business Support Coordinator*



*Carley Salomon
Marketing Coordinator*



*Amy Curione
Events Manager*



*Hayley Kahle
Admin & Finance Coordinator*

2019- 2020 Board Members

Chris Woelffer
Tom Donahue
Holly Cabel
Joe Klein
John Hughes
Paul Lencioni
Kim Lamansky
Amber Grove McKee
Steve Martin
Mario Gardo
Sue Henry
Darius Grigaliunas
Rowena Salas
Mark Koenen
Art Lemke

Committees Organization Chart

Alliance Committees:

- Board of Directors
- Marketing and Promotions
- Business Development and Sales ***New***
- Organization Committee

Event Committees:

- Fine Art Show
- Parade Committee
(Holiday Homecoming & St. Pat's)
- Scarecrow Fest Committee ***New***



Events

- Fine Art Show
- STC Live!
- Jazz Weekend
- Scarecrow Fest
- Holiday Homecoming
- Still to come, St Patrick's Parade – March 14th!



Fine Art Show 2019



- Reached 2,331,695 people through online ads
 - In addition we also reached 176,749 people on Facebook (58% increase), and 6,805 on Instagram (54% increase)
- 30,000+ Attendees
- 127 Artists
- 60+ Volunteers
- 125+ Took part in the Patron Program (We have over 350 registered Patrons)

“Out of this world busy, phenomenal weekend. Thank you to the Partnership for your support for this amazing event. We are already planning next year!” The Art Fair weekend was a complete success for us. This event brought us many new customers with increased sales. Many of the people who stopped by for a glass of wine never knew the store was even there. We increased our sales during the two day event by 175% from last year, signed 10 new members and spoke with many new potential customers. This event was a complete success for us. Thank you very much to the team. If it was not for your assistance in guiding me through all of the event details, I’m not sure we would have participated in this event. You really made the difference !!!”

– The Wine Exchange

“IT.WAS. CRAZY! Very happy with the sales this weekend! Our shop was packed most of the weekend! More events like this in downtown would be awesome!” – Rocket Fizz

“The best day we have had since we’ve been open, great event to have downtown!” – Kava Diem

Goals for 2020 Fine Art Show



- Bring in new sponsors
- Grow Patron Program by 10%
- Work with CTM and hotels for a Special Fine Art Show discount
- Increase Chalk artist for Paint the Pavement
- Expand marketing efforts with NBC
- Increase promotion efforts highlighting local businesses events/promotions they have going on the same weekend



STC Live! 2019

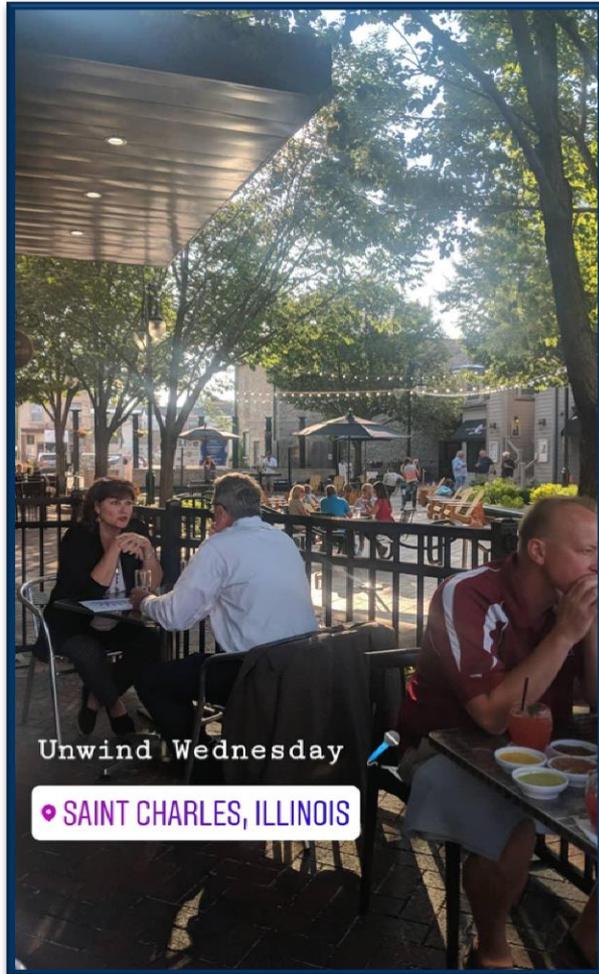


- Sponsorship increased by 12%
- Reached 98,000 people through online ads
 - In addition we reached 85,165 people on Facebook & Instagram
- 13 weeks
- 53 total performances
- Designed, developed, installed, monitored and replenished event rack cards and racks at all local hotels

“STC Live is awesome. It drew in a lot of customers, and they enjoyed the performances. It's a great show when eating dinner and enjoying the beautiful weather!” -Colm Headly, Manager at McNally's Pub

“We have to increase staff on Wednesday due to increased traffic due to this event” – La Mesa

Goals for STC Live! 2020



- Increase local business and community participation
- Increase sponsorship
- Expand footprint of event
- Improve band quality and diversity
- Brand to be St Charles Business Alliance

Jazz Weekend 2019



“With Jazz Weekend, we were packed all weekend, and business was definitely up! We are thrilled with the business that this event brings to the city!” – The Filling Station

“Jazz Weekend has definitely helped with our foot traffic and getting new people into our business! We stayed open until 9pm each night of jazz weekend and even hired a jazz band, and we had one of the best days we have ever had with a 58% increase from last year” – Jeans and a Cute top shop

“Business has been very steady... Jazz Weekend we experienced a higher number of reservations for a Sunday night, which was great!” – Francesca's on the River

- 19% increase in sponsorship
- Reached over 280,795 people with online ads
 - 96,100+ impressions on social media, a 48% increase from 2018
 - Google ads reached 84,600 people
- 15 venues
- 34 performances
- Promoted event at all hotels with marketing materials

Goals for Jazz Weekend 2020



- Increase Sponsorship
- Work with CTM Marketing and Hotels for Jazz Weekend Discount codes to track hotel stays during the events
- Increase outside of Downtown participation
- Collaborate with other businesses to have “outdoor/street” performers near their store
- Collaborate with the Park District on their successful Cider Stroll



Scarecrow Festival 2019



We definitely saw more foot traffic downtown this year as compared to previous years. Thank you to all of you for everything you have done and are doing to drive more folks into the heart of the city! Said they saw about 10-20 people using the Scavenger Hunt.” – Kimmer’s Ice cream

“Scarecrow went well. We had a steady crowd from 1 pm on Saturday until 8 pm and from 1 pm on Sunday until 6 pm.”– Homebrew Shop

“Scarecrow Fest was a great weekend. Saw increased foot traffic from people parking near their business to walk around downtown. Saw some people using the scavenger hunt.” - Kava Diem

“Great job on Scarecrow Fest! I travel and attend lots of Festivals Across the Country so I know what it takes! Should be proud of your TEAM!” – Laszlo M. From Facebook comments

- Sponsorship remained strong consistent with previous year
- Created New Volunteer committee
- Event profits in the black
- Added Scavenger hunt and handed out scarecrows to be personalized by 1st floor businesses
- 75,000 people attended
- 50+ volunteers
- 100 Scarecrow entries
- Reached 64,000 people through online ads
 - In addition we also reached 477,000+ people on Facebook and Instagram
- Designed, developed, installed, monitored and replenished event rack cards and racks at all local hotels

Goals for Scarecrow Festival 2020



- Re-work Lincoln Park layout and flow
- Increase community scarecrow entry number
- Partner with more community groups and businesses
- Increase large entry scarecrow for larger impact
- Highlight local brewery businesses

Holiday Homecoming 2019



“Saturday was a lot of fun. There were a couple of people that come in because we were on the list of places to visit. And then a bunch of people that came in because of the cold to enjoy the mulled wine.” – 100 Grapes

THANK YOU!!! I happened to be walking over to Blue Goose as the lighting countdown began and it was honestly, a really beautiful thing to hear so many voices (even a block+ away) be so excited about this annual tradition, and proof that St. Charles isn't just a town or a city, it's a community. - Kimmer's Ice Cream

“This was wonderful! thank you so much for doing such a great event for the kiddos!!” - Natalia M from Facebook comments

- Sponsorship increased 6%
- 56 Parade entries
- 90+ Volunteers
- 1,600 Attendees at Lighting of the Lights – Record number!
- 750+ Horse-Drawn Trolley Riders
- 1,500 Santa visitors
- 700 Attendees at the Holiday movie
- 20,000 Parade spectators
- Reached 198,400+ people through online ads
 - In addition we also reached 232,000+ people through Facebook and Instagram
- Worked with CTM and confirmed over 24 local hotel stays with Holiday Homecoming discount Code

Goals for Holiday Homecoming 2020



- Sponsorship remained strong consistent with previous year
- Increase local business exposure
- Increase and expand discount codes at hotel stays
- Utilize new East Plaza for Friday and Saturday
- Expand the Lighting of the Lights ceremony
- Holiday Homecoming Weekend Getaway Packages



St. Patrick's Parade – still to come



- Sponsorship – is already up 17%
- Grand Marshal – Sue & Bob McDowell
- Movie at the Arcada and Irish Dancing workshop



Committee Programing: Business Development and Sales

- Awarded \$7,000 in Store Front Improvement Grant Money
- 121 Retention Visits – including 10% with the City
- Worked with CTM to get out Visitors Guide and Event/ Hotel information
- Broker's Coffee
- Created Virtual FAM tour (Familiarization Tour)
- Outreach to major St Charles Employers/ Sales Meeting planners



“Thank you so much for inviting us to the FAM Tour! It was extremely helpful to not only hear about local restaurants but to get a guided tour of where they are located as well. My team and I loved getting a chance to meet the local restaurant owners and try some of their amazing food. We now feel so much for confident in being able to recommend amazing local restaurants for our guests to go try instead of the chain restaurants they see everywhere else. We were also happy to find out about new places for us to even go to get lunch or dinner after work. We are looking forward to the next FAM tour, I have lots of team members that are very excited to attend.”

- Elizabeth Boyd, Corporate Sales Manager
Hilton Garden Inn St. Charles, IL.

Sales Team Updates

Local Work:

- Introduction on site meetings with every hotel
- Continue to meet with large local businesses on marketing, recruitment, and wellness programs.
- Held quarterly hotel meeting in November at City Hall and Pollyanna Brewery
- Bi- Weekly distribution of:
 - Maps
 - Music
 - Restaurant Listings
- Held FAM (Familiarization) tour at City hall

Shows:

- Attended 8 shows
- Had 122 meetings at attended shows
- 159 of new leads created – information tracked
- New branded Destination packets

RFP's:

- 45 total number of RFP's (Request for Proposal)

Conference Servicing / Site Visits:

- 10 Total



Pheasant Run example:

Through the Alliances efforts, we helped keep these shows in St. Charles for 2021

- All Canada Show
- Ace Hardware Annual Meeting
- The Muskie Show
- Old House/New House Expo (In talks)

- Contacted 24 planners about misplaced leads

- Also, the American Camp Association, Illinois - Spring Conference 2020, that was lead from Pheasant Run is now confirmed with Q Center.



Committee Programing: Organization Committee

- Restructured new organization
- Created staff flow chart
- Created new job titles and job descriptions
- Created Employee Handbooks
- Designed and helped push out board packets
- Helped finalize merger
 - Name change
 - By-law change
 - Closing out state grant
- Volunteer Appreciation Luncheon

Committee Programing: Marketing And Promotions Committee

- Created Downtown Block Captains
- Launch over 28 podcast episodes promoting St Charles
- Re-designed 9 downtown kiosk with updated business listing
- Planter Program
- :30 second videos
- Selfie stations
- 3D letters to come this summer
- Free St Charles business marketing
- Newsletters
- Employee Discount Cards
- Holiday Co-Op Advertising Discount Cards
- Created new St. Charles Business Alliance branded marketing materials for sales team

Holiday Co-Op Advertising Discount Cards

Spend Your Holidays Discovering *St. Charles*

Visit these St. Charles businesses to receive 10% off!
Keep the discount card below and show it to these businesses during the months of December & January to receive your discount!

For specific 10% off deals & restrictions visit: www.stcalliance.org/discountcard

100 Grapes
3rd Street Dance
Blue Goose Market
Board & Brush
Brunch Cafe
Chamber Red Bistro
Club Pilates
Core Nutrition
Dick Pond Athletics
Forever Yogurt
Glory City
Goldfish Swim School
Hotel Baker
Jeans & A Cute Top Shop
Kava Diem
Kilwins Chocolates & Ice Cream
Kimmer's Ice Cream

La Mesa Modern Mexican
Le Belle Donne Salon & Day Spa
McNally's Irish Pub
Mixology Salon & Spa
Pearl & Sons
Puebla Modern Mexican
River's Edge Crystals
Rocket Fizz
Smallcakes
Spotted Fox Ale House
Steel Beam Theatre
Taste of Himalayas
The Filling Station Pub & Grill
The Wine Exchange
Vergara Favia Law LTD.
Vintage 53

- 33 Participating Businesses
- Mailed to more than 24,200 homes in 60174 and 60175

“It was such a good idea, we had close to 50 discount cards turned into us” – Kava Diem

“The Holiday Campaign had a great return! WE were very happy with the amount that we had redeemed, which was about 20 because some of our patrons used it over and over again! For \$100, it was very worth it!” – Brunch Café

St. Charles Discount Card

Show this card & receive

10% OFF

For specific 10% off deals & restrictions visit:
www.stcalliance.org/discountcard

This card is only good December 2019 - January 31, 2020



Committee Programing: Marketing And Promotions Committee



St. Charles Business Alliance New Website

STC Alliance



[Home](#)

[About](#)

[Events](#)

[Plan Your Visit](#)

[Things To Do](#)

[Business Resources](#)

[News](#)



Discover Your City Side

Eat In STC

Quick Eats, Fine Dining & Cocktails

Stay In STC

Find a hotel that suits your needs

Play In STC

Concerts, Parks & Events

Roughly 57,000 users and 159,242 page views



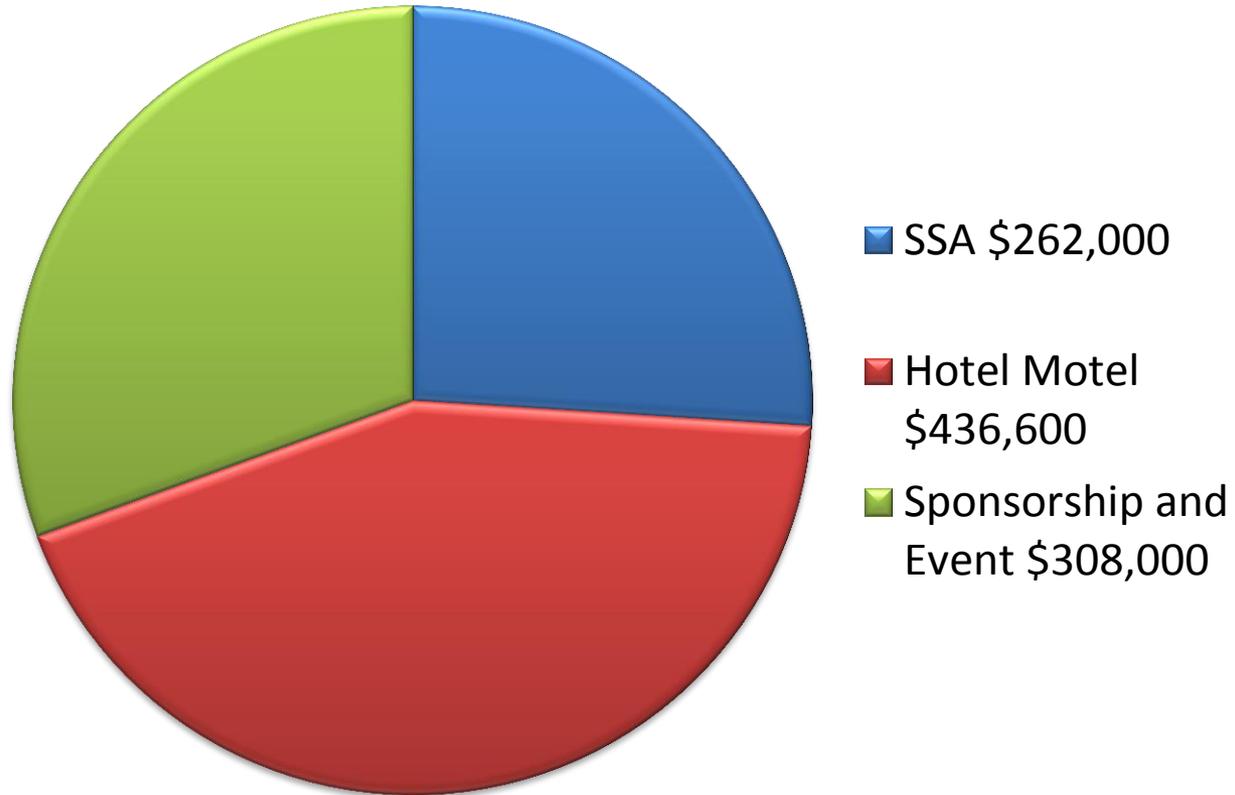
What to look forward to:

- Updating EnjoyIllinois website with St Charles IL information and events
- New look and feel for visitors guide
- Brewery Tour
- 3D letters from artist Mathew Hoffman
- New Adirondack Chairs
- Larger NBC partnership
- Collaboration with City on Restaurant Week
- New selfie stations
- New collaborative high quality videos



you

Total Budget 1,006,600





Mission: To Drive Economic
growth to make the St
Charles Community a
destination where people,
businesses and tourism
thrive

ST. CHARLES
DISCOVER YOUR CITY SIDE