

**AGENDA
CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
ALD. TODD BANCROFT, CHAIR**

**MONDAY, AUGUST 21, 2017
IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET**

- 1. Call to Order**
- 2. Roll Call**
- 3. Omnibus Vote**
 - a. Recommendation to approve Funds Transfer Resolutions authorizing budgeted transfers in the aggregate amount of \$3,873,739.41 for debt service payments and miscellaneous transfers.
 - b. Budget Revisions – July, 2017
- 4. Administrative**
 - a. Video Gaming Statistics – June, 2017, July 2017
- 5. Police Department**
 - a. Recommendation to approve a proposal for a new Class B liquor license for Sushi Diva Japanese Restaurant to be located at 2400 E Main Street Unit 107A, St. Charles (former Shima’s Sushi location).
 - b. Recommendation to approve a proposal for a new Class B3 liquor license for ABHY, Inc., dba St. Charles Shell, located at 307 W Main Street, St. Charles.
 - c. Recommendation to approve a proposal for a new Class B license for Eden on the River restaurant to be located at 1 Illinois Street, St. Charles (former Charleston on the River location).
 - d. Recommendation to approve an Ordinance Amending Title 5, Entitled “Business Licenses and Regulations” Chapter 5.08, “Alcoholic Beverages”, 5.08.230, “Licensed Premises – Location Restrictions” of the St. Charles Municipal Code.
- 6. Fire Department**
 - a. Recommendation to approve closing Parking Lot J and the 100 Block of Riverside Drive from 7 am to 4 pm for Fire Department Open House Events.
- 7. Information Systems**
 - a. Recommend to approve City staff to execute an agreement with Harris Computer Systems for CityView software upgrade services for a not-to-exceed cost of \$158,708.
- 8. Finance**
 - a. Recommendation to approve the City Administrator and Finance Director to execute an agreement with Paymentus Corporation to provide customer payment processing services to the City.

9. Inventory Control Division

- a. Recommendation to approve a Resolution authorizing the Mayor and the City Clerk of the City of St. Charles to approve the award of a 2017 Ford F-550 XL 4X4 Chassis Cab To Currie Motors (SPC Contract), and Truck Equipment Body Modifications to Monroe Truck Equipment (NJPA Contract) and Sell Replaced Vehicle #1740 2003 F-550.
- b. Recommendation to Approve a Resolution Authorizing the Mayor and the City Clerk of the City of St. Charles to Approve the Award of a 2017 Ford F-350 XL 4X4 Chassis Cab, With Knapheide body Modifications/Tommy Lift Gate, to Zimmerman Ford and Sell Replaced 2009 Ford F-550 4X4 Vehicle #1879

9. 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)

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

11. 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 McMahan, 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:

Approve Funds Transfer Resolutions authorizing budgeted transfers in the aggregate amount of \$3,873,739.41 for debt service payments and miscellaneous transfers

Presenter:

Christopher Minick

Meeting: Government Operations Committee

Date: August 21, 2017

Proposed Cost: \$

Budgeted Amount: \$3,873,739.41

Not Budgeted:

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

During the fiscal year, interfund transfers are sometimes necessary to fund activities/transactions in other funds. Most City revenues are recorded into the General Fund and transfers are periodically made to fund debt service payments, subsidize the activities of other funds, or for a special use. Funds Transfer Requests:

Fiscal Year 17/18:

Transfer of funds to cover principal and interest payments for General Obligation Bonds: 2008A, 2008C, 2009 GO Refunding bond, 2010C GO Refunding bond, 2011A, 2011B GO Refunding bond, 2011C GO Refunding bond, 2011D GO Refunding bond, 2012A, 2012B GO Refunding bond, 2013A GO Refunding bond, 2013B, 2015A, 2016A, 2016B GO Refunding Bond.

Transfer of funds from the Capital Projects Fund (513) to Capital Project Fund (521) for Police Station.

Attachments *(please list):*

Funds Transfer Resolution Sheet

Recommendation/Suggested Action *(briefly explain):* ***Motion to approve the Funds Transfer Resolutions.***

Funds Transfer Resolution

No. _____

BE IT RESOLVED that the Finance Director and City Treasurer of the City of St. Charles be and are hereby authorized to make the following transfers during FY 17/18 and as shown in the budget during that year:

Amount	From Fund	To Fund	Purpose
\$ 2,500.00	305-TIF 4 (First Street) Special Revenue Fund	713-TIF 4 (First Street) Debt Service Fund	2008A GO debt payment
\$ 25,006.00	100-General Fund	720-2008C GO Debt Service Fund	2008C GO debt payment
\$ 8,125.00	320-TIF 2 (Moline) Special Revenue Fund	709-TIF 2 (Moline) Debt Service Fund	2009 GO refunding debt payment
\$ 25,225.00	100-General Fund	705-TIF 3 (Mall) Debt Service Fund	2010C GO refunding debt payment
\$ 65,032.05	100-General Fund	723-2011A GO Debt Service Fund	2011A GO debt payment
\$ 508.68	100-General Fund	725-2011B GO Refunding Debt Service Fund	2011B GO refunding debt payment
\$ 52,662.50	100-General Fund	726-2011C GO Refunding Debt Service Fund	2011C GO refunding debt payment
\$ 36,837.50	306-TIF 5 (STC Mfg) Special Revenue Fund	710-TIF 5 (STC Mfg) Debt Service Fund	2011D GO refunding debt payment
\$ 28,100.00	100-General Fund	721-2012A GO Debt Service Fund (EAB Project)	2012A GO debt payment
\$ 72,526.15	501-Capital Improvement Levy Fund	721-2012A GO Debt Service Fund (RG Bridge)	2012A GO debt payment
\$ 84,415.35	100-General Fund	727-2012B GO Refunding Debt Service Fund	2012B GO refunding debt payment
\$ 39,523.95	200-Electric Fund	727-2012B GO Refunding Debt Service Fund	2012B GO refunding debt payment
\$ 13,337.30	210-Water Fund	727-2012B GO Refunding Debt Service Fund	2012B GO refunding debt payment
\$ 25,373.40	220-Sewer Fund	727-2012B GO Refunding Debt Service Fund	2012B GO refunding debt payment
\$ 447,100.00	100-General Fund	713-TIF 4 (First Street) Debt Service Fund	2013A GO refunding debt payment
\$ 5,958.25	100-General Fund	728-2013B GO Debt Service Fund (Capital Projects)	2013B GO debt payment

<u>Amount</u>	<u>From Fund</u>	<u>To Fund</u>	<u>Purpose</u>
\$ 53,624.22	501-Capital Improvement Levy Fund	728-2013B GO Debt Service Fund (Capital Projects)	2013B GO debt payment
\$ 14,742.24	100-General Fund	729-2015A GO Debt Service Fund (Capital Improv)	2015A GO debt payment
\$ 105,043.20	100-General Fund	730-2016A GO Debt Service Fund (Capital Improv)	2016A GO debt payment
\$ 60,764.45	305-TIF 4 (First Street) Special Revenue Fund	713-TIF 4 (First Street) Debt Service Fund	2016B GO refunding debt payment
\$ 177,130.98	100-General Fund	731-2016B GO Refunding Debt Service Fund	2016B GO refunding debt payment
\$ 2,530,203.19	513-Capital Projects Fund	521-Capital Project Fund Police Station	Transfer 2016A funds set aside for police station
TOTAL:			
\$3,873,739.41			

THIS IS TO CERTIFY THAT THE ABOVE TRANSFER RESOLUTION was adopted by the City Council of the City of St. Charles, Illinois, at the meeting held on the _____ day of _____, 2017.

Charles Amenta, City Clerk

(SEAL)

CITY OF ST. CHARLES
Budget Revision Listing

Jul 2017

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
Budget Addition	26	100	1000	2018	3	07/11/2017	100600	55203	90.00	Record docs/Prairie Winds/Reim
Budget Addition	26	100	1000	2018	3	07/11/2017	100999	45100	(90.00)	Record docs/Prairie Winds/Reim
	26 Total								-	
Budget Transfer	27	100	1000	2018	3	07/14/2017	513500	56160	66,669.00	CE for 37th/38th Ave project
Budget Transfer	27	100	1000	2018	3	07/14/2017	513500	56101	(66,669.00)	CE for 37th/38th Ave project
Budget Transfer	27	100	1000	2018	3	07/14/2017	100220	52300	100.00	For kitchen supplies
Budget Transfer	27	100	1000	2018	3	07/14/2017	100220	52000	(100.00)	For kitchen supplies
Budget Transfer	27	100	1000	2018	3	07/14/2017	100300	52500	50.00	For electrical supplies
Budget Transfer	27	100	1000	2018	3	07/14/2017	100300	52400	(50.00)	For electrical supplies
Budget Transfer	27	100	1000	2018	3	07/14/2017	100400	55400	10.00	Inventory Carrying Charge
Budget Transfer	27	100	1000	2018	3	07/14/2017	100400	55401	(10.00)	Inventory Carrying Charge
Budget Transfer	27	100	1000	2018	3	07/14/2017	210542	52307	900.00	Reclass plumbing supplies
Budget Transfer	27	100	1000	2018	3	07/14/2017	210542	52807	(900.00)	Reclass plumbing supplies
Budget Transfer	27	100	1000	2018	3	07/14/2017	220552	52307	300.00	Reclass plumbing supplies
Budget Transfer	27	100	1000	2018	3	07/14/2017	220552	52304	(300.00)	Reclass plumbing supplies
	27 Total								-	
Budget Transfer	28	100	1000	2018	3	07/14/2017	210541	51400	80.00	For T. Wilson training
Budget Transfer	28	100	1000	2018	3	07/14/2017	210541	51401	(80.00)	For T. Wilson training
	28 Total								-	
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100500	54458	9,590.00	R/F 91374 V1585/677672
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100500	54458	4,391.00	R/F 91375 V1585/677673
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100500	54458	4,659.00	R/F 91445 V1585/677674
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54450	2,275.00	R/F 90086 V3725/4099
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54457	1,140.00	R/F 91217 V2413/138386
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54468	190.00	R/F 91244 V3597/12618
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54457	807.00	R/F 91270 V3597/12617
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54450	875.00	R/F 91270 V3597/12665
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54450	1,758.00	R/F 91270 V3597/12667
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54450	707.00	R/F 91270 V3597/12668
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54450	766.00	R/F 91270 V3597/12671
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54469	190.00	R/F 91272 V3597/12619
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54469	665.00	R/F 91272 V3597/12669
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	52804	330.00	R/F 91346 V2825/17710
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54450	967.00	R/F 91358 V3343/SW0015413-1
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	54450	1,252.00	R/F 91358 V3343/SW0015414-3
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100510	52804	2,235.00	R/F 91464 V2825/17711
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	200521	56203	525.00	R/F 89919 V3713/1740.302
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	200521	56203	7,800.00	R/F 89990 V484/2252344
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	200521	54490	15,790.00	R/F 90096 V1791/061717
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	200521	56203	377.00	R/F 90597 V2112/55330
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	200521	54450	717.00	R/F 91143 V3343/SW0015277-1
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	210541	56150	2,558.00	R/F 90926 V2311/IN105993
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	210541	56150	4,880.00	R/F 90926 V2311/IN106473
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	210541	52314	677.00	R/F 91440 V3343/SW0015456-3

CITY OF ST. CHARLES
Budget Revision Listing

Jul 2017

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	210541	52314	984.00	R/F 91440 V3343/SWO15457-3
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	220551	54467	143.00	R/F 91250 V3597/12670
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	507663	54189	3,415.00	R/F 89555 V1202/213364
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	513511	56200	278.00	R/F 87130 V3288/15-1994-02-7
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	513511	56200	463.00	R/F 87130 V3288/15-1994.02-6
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	100900	31198	(32,797.00)	R/F 16/17 PO's Pd 6.23-7.13.17
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	200900	31198	(25,209.00)	R/F 16/17 PO's Pd 6.23-7.13.17
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	210900	31198	(9,099.00)	R/F 16/17 PO's Pd 6.23-7.13.17
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	220900	31198	(143.00)	R/F 16/17 PO's Pd 6.23-7.13.17
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	507900	31198	(3,415.00)	R/F 16/17 PO's Pd 6.23-7.13.17
Roll Forward of Budget for Enc	29	100	1000	2018	3	07/16/2017	513900	31198	(741.00)	R/F 16/17 PO's Pd 6.23-7.13.17
29 Total									-	
Roll Forward Budget for Non PO	30	100	1000	2018	3	07/25/2017	200521	56001	1,262.00	For lights for Veh#1730 EL2002
Roll Forward Budget for Non PO	30	100	1000	2018	3	07/25/2017	200900	31197	(1,262.00)	For lights for Veh#1730 EL2002
30 Total									-	
Budget Addition	31	100	1000	2018	3	07/25/2017	100600	55203	58.00	Recording fee-Meijer-Reimburse
Budget Addition	31	100	1000	2018	3	07/25/2017	100999	45100	(58.00)	Recording fee-Meijer-Reimburse
31 Total									-	
Budget Addition	32	100	1000	2018	3	07/26/2017	513501	56160	5,096.00	IL31 Sidewalk/Geneva Contrib
Budget Addition	32	100	1000	2018	3	07/26/2017	513999	48700	(5,096.00)	IL31 Sidewalk/Geneva Contrib
Budget Addition	32	100	1000	2018	3	07/26/2017	513501	56101	13,191.00	IL31 Sidewalk/Geneva Contrib
Budget Addition	32	100	1000	2018	3	07/26/2017	513999	48700	(13,191.00)	IL31 Sidewalk/Geneva Contrib
32 Total									-	
Grand Total									-	

The revisions shown herewith have been approved by the City Council, except as noted below.

Chairman, Government Operations Committee

Date

Vice Chairman, Government Operations Committee

Date

Finance Director

Date

Exceptions:

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5a

Title:

Recommendation to approve a proposal for a new Class B liquor license for Sushi Diva Japanese Restaurant to be located at 2400 E Main Street, Unit 107A, St. Charles.

Presenter:

Chief Keegan, Police Department

Meeting: Government Operations Committee Date: August 21, 2017

Proposed Cost: \$

Budgeted Amount: \$

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

This is a request for a new Class B liquor license for Sushi Diva Japanese Restaurant to be located at 2400 E Main Street (former Shima's Sushi location). Their business venue will be traditional Japanese cuisine specializing in fresh seafood and sushi made to order. The applicant has been vetted by the Police Department and all documents are in order.

Pursuant to posting this item on the Government Operations Committee agenda, the Liquor Commission meeting is scheduled at 4:30 p.m., August 21 (same day) to process and move it forward before this committee. Final approval will be sought at the September 5, 2017 City Council meeting.

Attachments *(please list):*

Liquor License Application
Background Check
Site Plan
Menu

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a proposal for a new Class B liquor license for Sushi Diva Japanese Restaurant to be located at 2400 E Main Street, Unit 107A, St. Charles.



Memo

Date: 07/26/17

To: Commander Erik Mahan #346 *ESM 346*

From: Detective David Ketelsen #328 *DK # 328*

CC: Sushi Diva Inc. / Class B Liquor License Background Investigation

The purpose of this memo is to document the background investigation of Wichitthree Thongsen and her application for a Class B Liquor License for Sushi Diva that would be located at 2400 E Main St, Unit 107A, in St Charles.

Applicant:

Thongsen, Wichitthree



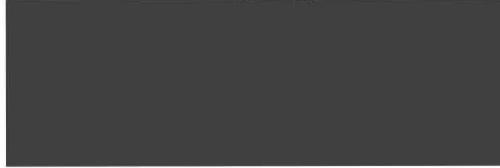
- On 07/25/17 I met with Wichitthree Thongsen at what will be her new restaurant, Sushi Diva, in St Charles and essentially learned the following information.
- Thongsen currently lives at the above address, and has resided there with her husband, Jorge L Batres, since approximately 2012. Thongsen advised that she will be the full owner of the business, and her husband will be a full time manager there.
- Thongsen has never owned another restaurant business before but she did advise that she has worked at several Japanese restaurants over the last 11 years. In the past 5 years she has been a manager at the Benihana's in Schaumburg, and Swordfish in Batavia.
- Thongsen has been B.A.S.S.E.T certified since 07/10/2017. She received her certification through Learn 2 Serve. See attached copy.
- Thongsen advised the menu at Sushi Diva will consist of traditional Japanese cuisine, specializing in fresh seafood and sushi made to order. They plan on selling beer, wine, sake, and liquor.



- She stated the restaurant will be open Monday through Thursday. Lunch hours will be from 11:30A.M. to 2:30P.M. Dinner hours will be from 5P.M. pm to 9:30P.M. Friday and Saturday will have the same lunch hours but the dinner hours will be from 5:00P.M. to 10:00P.M. On Sunday the business will be open from noon until 9:00P.M.
- Thongsen said that they are looking to open the business in St Charles by no later than September 1st, but would like to be ready for business in the next 2-3 weeks.
- There are no plans on renovating the inside of the business at this time because the last business here was also a Japanese restaurant.
- Thongsen currently has no liquor in inventory at this time.
- Currently the restaurant is looking to hire staff and has no further employee's at this time.
- All of the required paperwork required for this application has been attached and appears to be in order. See attached application information.
- Thongsen was previously fingerprinted on July 14th of 2017 for this application. The results for this are still pending and will be attached once they are received. Thongsen did personally advise that neither her husband nor she had ever been arrested.
- I contacted the Glendale Heights PD and found that they had never had any calls or problems with Thongsen at her residence, and showed no negative related calls involving her.
- In checking Thongsen through the New World database I found no contacts.
- I logged onto TLOxp, which is a law enforcement data base, and I ran Thongsen. It showed her as having no liens, judgements, or bankruptcies listed.
- Thongsen will be provided a packet that contains the complete liquor ordinance section.

Applicant:

Batres, Jorge L



- On 07/25/17 I spoke with Jorge L Batres by telephone and essentially learned the following information.
- Batres said he will be a part-time manager at Sushi Diva while his wife, Wichitthree Thongsen, will be working the day to day operations. Batres has a full time job with a telecommunications company.
- Batres has worked as a bartender and a manager in the past (approximately 2 years ago) at Sushi Inn in Elgin.
- Batres has been B.A.S.S.E.T certified since 07/10/2017. He received his certification through Learn 2 Serve. See attached copy. Batres however mistakenly took the B.A.S.S.E.T course for an off premise certification. He advised he will retake the correct course and send me that certificate to be attached to this application.
- Batres was previously fingerprinted on July 14th of 2017 for this application. The results for this are still pending and will be attached once they are received. Batres did personally advise that he had ever been arrested.
- I contacted the Glendale Heights PD and found that other than being issued a local ordinance ticket for when his dog bit a neighbor on 09/12/16 they had never had any other calls or problems with Batres at his residence, and showed no negative related calls involving him.
- In checking Batres through the New World database I found no contacts.
- I logged onto TLOxp, which is a law enforcement data base, and I ran Batres. It showed him as having no liens, judgements, or bankruptcies listed.

This concludes this background investigation.

Detective David Ketelsen #328
DK # 328

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: _____

Business Name: Sushi Diva Japanese Restaurant

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 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 checked="" 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"/>
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: Hours of Operation Copy of Menu Whether or not live music will be played at this establishment Will there be outdoor seating and/or outdoor designated smoking area Do not include a marketing or financial plan with this business plan	<input 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 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 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: Sushi Diva Japanese Restaurant.

C. Business Address: 2400 E. Main Street Unit 107A, St. Charles, IL 60174

D. IL Tax ID Number: [Redacted] E. Business Phone: 630-549-0612 F. Business E-mail: [Redacted] G. Business Website: www.Sushidiva.com

H. Contact Person: Owner J. Phone No.: [Redacted]
 Email: [Redacted]

K. If Corporation, Corporation Name: Sushi Diva Inc.

L. Corporation Address (city, state, zip code): 2400 E. Main Street, Suite 107A, St. Charles, IL 60174

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): 2400 E. Main St. # 107 A C. Number of Parking Spaces: N/A D. Outside Dining s.f. [17.20.020-R]: 0 E. Holding Bar s.f. [5.08.010-F]: 0

F. Total Building s.f.: 2190 G. Total Number of Seats: 48 H. Number of Bar Seats: 0 I. Sale Counter s.f.: N/A J. Live Entertainment Area s.f. [5.08.010-H]: N/A

K. Kitchen s.f.: 372.24 L. Cooler s.f.: 60 M. Dry Storage s.f.: 107 N. Seating Area s.f.: 666.59 O. Retail/public Area s.f.: N/A P. Service Bar s.f. [5.08.010-O]: 36.

Q. Brief Business Plan description based on type of establishment listed above:
To provide affordable Japanese food (Sushi) to the paying customers.

MANAGER INFORMATION

Full Name, include middle initial: Wichitthree Thongsen Title: Owner
 Birthdate: 03/26/77 Birthplace: Thailand Driver's License#: [Redacted] Home Phone: [Redacted]
 Home Address: [Redacted] Glendale Heights, IL 60139

Full Name, include middle initial: Jorge L. Barres Title: Manager
 Birthdate: 05/02/77 Birthplace: [Redacted] Driver's License#: [Redacted] Home Phone: [Redacted]
 Home Address: [Redacted] Glendale Hts, IL 60139

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);

<input checked="" type="checkbox"/> 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.	<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 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: <i>Wichittthree Thongsen / May 15, 2012 / Chicago, IL.</i></p>
2.	<p>List the type of business of the applicant (5.08.070-3): <i>Restaurant.</i></p>
3.	<p>Number of years of experience for the above listed type of business (5.08.070-4): <i>10 Years</i></p>
4.	<p>Amount of merchandise that normally will be in inventory when in operation (5.08.070-5): \$ <i>10,000.</i></p>
5.	<p>Location/address and description of business to be operated under this applied for license (5.08.070-6): <i>FOX BORO PLAZA</i> <i>Sushi Diva Japanese Restaurant. 2400 E. Main St, St. Charles, IL 60174</i></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: <i>Foxboro Plaza Partnership (Terry Grove)</i></p> <p>Address of Building Owner: <i>311 N. 2nd street Suite 304, St. Charles, IL 60174</i></p> <p>Mailing Address of Building Owner (if different):</p> <p>Phone Number: <i>630-377-9150</i> 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> <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: — NONE —</p> <p>Date: _____ Location, City/State: _____</p> <p>Special Explanations: _____</p> <p>Government Unit:</p> <p>Date: _____ Location, City/State: _____</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?</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>

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): <u>June 27, 2017</u></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</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: <u>07 07 2017</u></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: 07/11/2017

I now possess or have applied for a liquor license Class B / Restaurant.

Applicant's Name: Wichitthree Thongsen

Name of Business: Sushi Diva Japanese Restaurant

Business Address: 2400 E. Main Street # 107A, Saint Charles, IL 60174

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 Signature

07/11/17

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: **Wichitthree** (First) **Thongsen** (Last) **-** (Middle) **Wichitthree Thongsen** (Manager)
Home Street Address: [REDACTED]
City, State, Zip: **Glendale Heights, IL 60139**
Date of Course: **7/10/17** Place Course was Taken: **www.learn2serve.com**
Birthdate: **03/26/1979** Certificate Granted: **7/10/17** Expiration:

Name: **Jorge** (First) **Batres** (Last) **Luis** (Middle) **Wichitthree Thongsen** (Manager)
Home Street Address: [REDACTED]
City, State, Zip: **Glendale Heights, IL 60139**
Date of Course: **7/10/17** Place Course was Taken: **www.AmericanSafetyCouncil.com**
Birthdate: **08/02/1979** Certificate Granted: **7/10/17** 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.

Business Name: Sushi Diva Japanese Restaurant

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:	Name of Applicant:
-------	--------------------

Name of Business:

Address of Business:	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:
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 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</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</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</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.	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 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 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 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 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 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 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 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 type="checkbox"/> Yes <input type="checkbox"/> No If no, state exceptions:
13.	Have all persons named in this application been fingerprinted? <input type="checkbox"/> Yes <input type="checkbox"/> No Fingerprinted by: _____ Date: _____
14.	Other necessary data:

SIGNATURES

ENDORSEMENTS AND APPROVALS

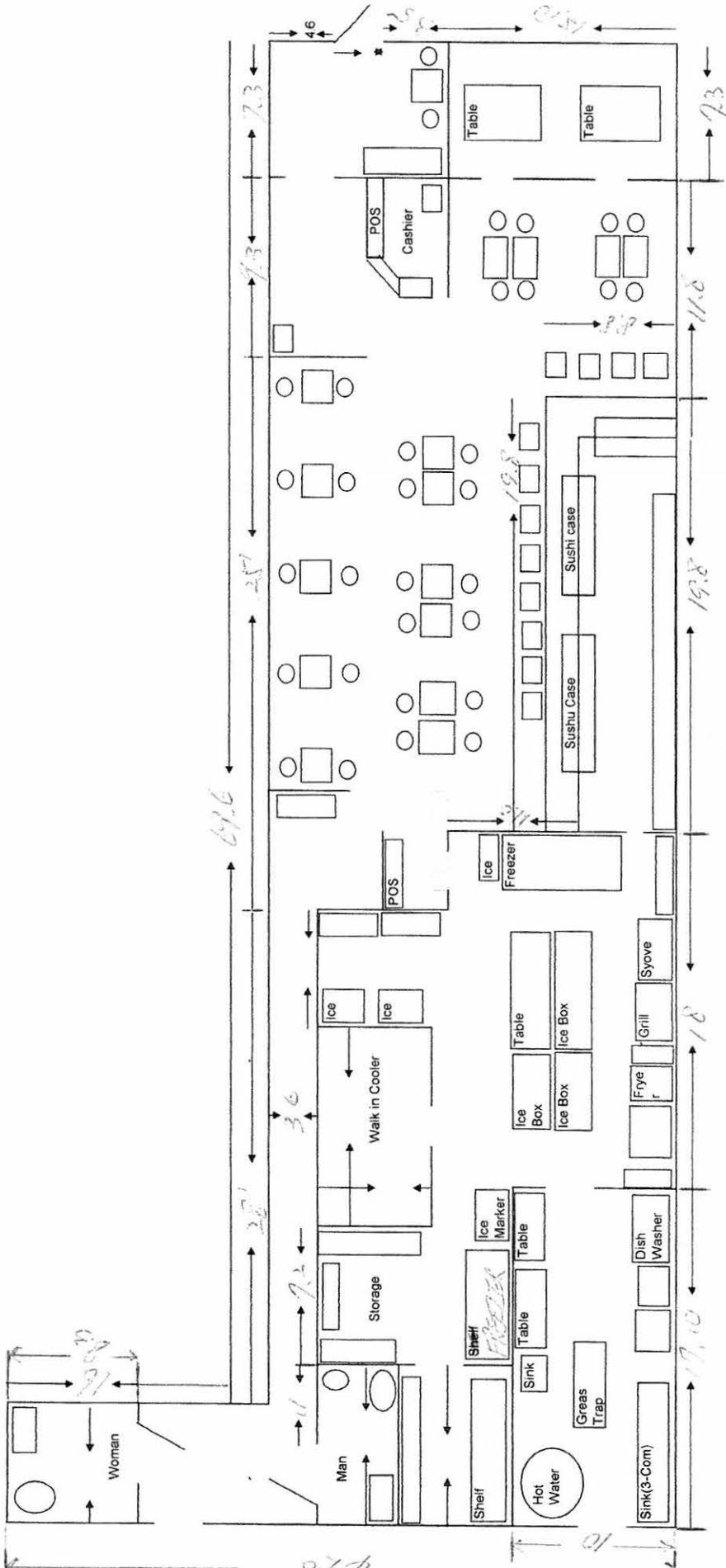
INVESTIGATING OFFICER

_____	_____
Investigating Officer Signature	Badge Number & Rank

ENDORSEMENT OF THE CHIEF OF POLICE

Recommend Issuing Liquor License: Yes No

_____	_____
Signature Of Chief of Police	Date



No SCALE 6/13/2017
NOTAKE

Sushi Diva

2400 East Main Street

107A

St Charles, 60174

3 Year Business Plan

TABLE OF CONTENTS

PLAN SUMMARY 3
COMPANY AND INDUSTRY..... 3
 COMPANY..... 3
 Mission Statement..... 3
 Vision Statement..... 3
 INDUSTRY 3
 Competition..... 4
 Trends 4
THE PRODUCT 4
 The Menu 4
 Future Developments 4
MARKET ANALYSIS 6
 Target Market..... 6
 Demographics 6
MARKETING STRATEGY..... 7
 Pricing..... 7
OPERATIONS..... 7
 Floor Plan..... 7
 Soft Opening/Grand Opening 8
 Labor 8
 Liquor License..... 9
MANAGEMENT AND ORGANIZATION..... 9
LONG TERM PLANS..... 9
CRITICAL RISKS..... 9
FINANCIAL 10
CONCLUSION..... 11

PLAN SUMMARY

Ice Thongsen is setting out to become a premier Sushi restaurant owner in the St Charles area. The purpose of this plan is to prove the success of the acquisition and launch of the restaurant scheduled for August and to have a forecast of sales for the next 3 years.

COMPANY AND INDUSTRY

COMPANY

Sushi Diva will be a 48 seat restaurant located at 2400 East Main Street in St. Charles, IL.

Mission Statement

Establish a well-known sushi restaurant to the location at an affordable price.

Vision Statement

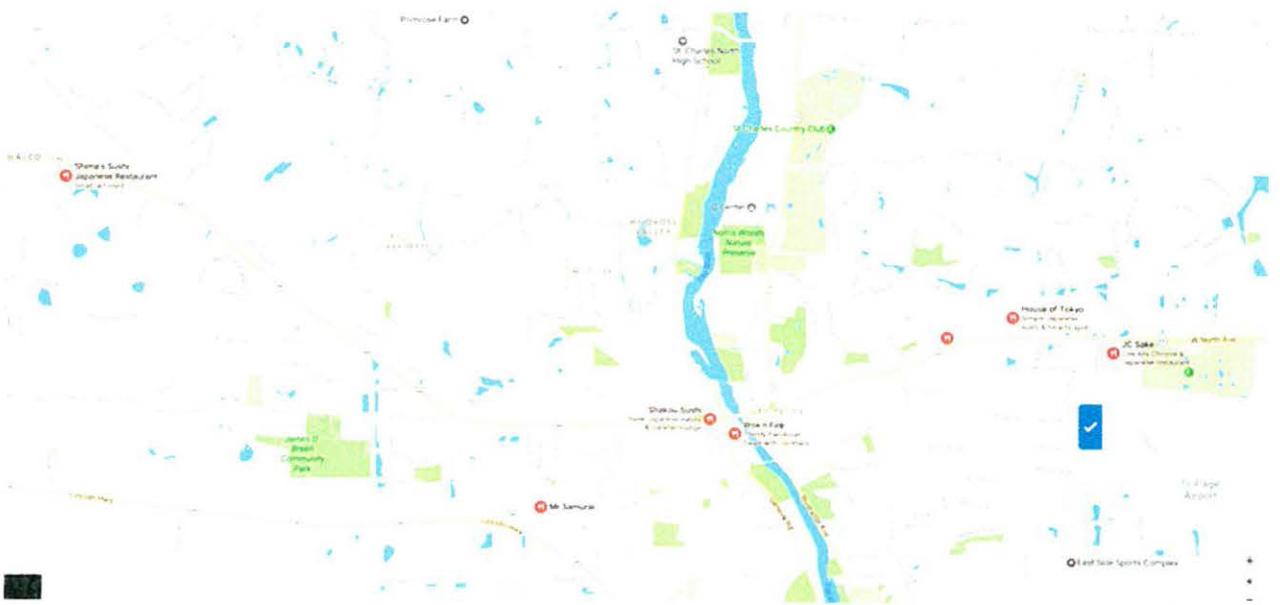
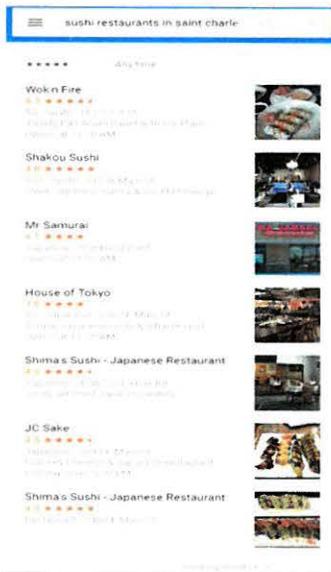
To become well known in the area for serving excellent quality sushi to the St Charles neighborhood and neighboring townships. Ice Thongsen will set herself out to be a pillar in the community as well as the face of the restaurant personally making herself known and available to her customers and the local community.

INDUSTRY

Sushi is a dish that exploded across the world since the late 80s, and it has become a staple in many cities and cultures. It is well known to consumers.

Competition

There are six Sushi restaurants in St Charles. The closet Sushi restaurant to this location is House of Tokyo approximately 1.6 miles away. This restaurant has a very different concept from Sushi Diva. It has grilling stations on its tables and its menu is higher priced. The following is the list of all the restaurants in St Charles.



Trends

The Product

The Menu

Future Developments

MARKET ANALYSIS

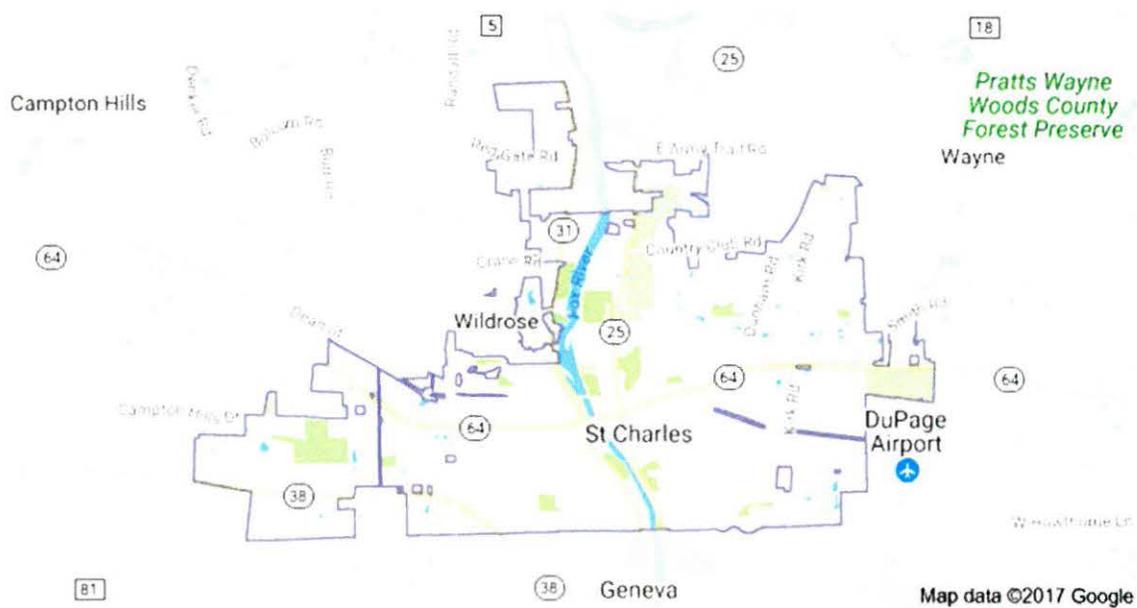
Sushi is a dish that exploded across the world since the late 1980's and it has become a staple in many cities and cultures. It will not be difficult to attract families and couples to the restaurant within a five-mile radius.

Target Market

The Target market will be families, couples, and teens of St Charles and neighboring municipalities. The goal is to make the experience so enjoyable that people will be willing to travel to the restaurant as a destination place.

Demographics

St. Charles is a city in DuPage and Kane counties in the U.S. state of Illinois. It lies roughly 40 miles (64 km) west of Chicago on Illinois Route 64.



According to a U.S. Census Bureau estimate in July 2012, the city had a total population of 33,327. The official city slogan is Pride of the Fox, after the Fox River that runs through the center of town. St. Charles is part of a tri-city area along with Geneva and Batavia, all western suburbs of similar size and relative socioeconomic condition.

According to the 2000 census, population density is 1,993.9 inhabitants per square mile (769.8/km²). There are 11,072 housing units at an average density of 791.4 per square mile (305.6/km²). The racial makeup of the city is 93.81% White, 1.66% African American, 0.14% Native American, 1.79% Asian, 0.00% Pacific Islander, 1.66% from other races, and 0.94% from two or more races. 5.50% of the population are Hispanic or Latino of any race.

There are 10,351 households out of which 36.4% have children under the age of 18 living with them, 61.1% are married couples living together, 8.0% have a female householder with no husband present, and 28.3% are non-families. 23.5% of all households are made up of individuals and 8.0% have someone living alone who is 65 years of age or older. The average household size is 2.62 and the average family size is 3.13.

In the city the population is spread out with 27.8% under the age of 18, 7.4% from 18 to 24, 29.6% from 25 to 44, 25.0% from 45 to 64, and 10.2% who are 65 years of age or older. The median age is 37 years. For every 100 females there are 99.4 males. For every 100 females age 18 and over, there are 94.2 males.

The median income for a household in the city is \$75,181, and the median income for a family is \$94,704. Males have a median income of \$55,864 versus \$35,134 for females. The per capita income for the city is \$33,969. 3.4% of the population and 2.1% of families are below the poverty line. Out of the total population, 3.4% of those under the age of 18 and 3.9% of those 65 and older are living below the poverty line.

The demographic information above shows some favorable trends in population growth. Transportation is crucial for people to reach the restaurant.

MARKETING STRATEGY

The business will allot 10,000.00 for the purpose of establishing a heavy marketing plan for the launch and the rest of 2017. \$1,000 will be allotted on a monthly basis going forward. The restaurant is located in a shopping mall and near small, medium, and large business establishments in addition to the residential neighborhoods in the township. The goal is to utilize the following marketing tools in order to improve sales and lure more customers into the restaurant:

- Establish a Website
- GrubHub
- Yelp Advertising
- Facebook
- Residential Flyers
- Visits to all local business

Delivery will be offered.

Additional strategies include discount offerings and rewards programs for regular customers as well as promotional discounts for limited timeframes.

Pricing

There is a math formula that restaurants carry with them as a meter to pricing their foods. Cost of food is to be set at around 30% of the price.

The average cost of a lunch should cost will be \$15.00 and dinner \$22.00 during Monday through Thursday operation. From Friday to Sunday dinner cost will increase to \$25.00.

OPERATIONS

Floor Plan

Soft Opening/Grand Opening

Upon securing the asset purchase and a leasing agreement, the following checklist will need to be completed before Soft Opening in August:

1. Labor Force
2. Articles of Incorporation
3. Health License
4. Liquor License
5. Art Work
6. Kitchenware
7. POS system installation
8. Supplies
9. Food Inventory
10. Liquor Inventory
11. Security System Installation
12. Internet
13. Cable
14. TV
15. Signage
16. Menu
17. Website
18. Paint
19. Uniforms
20. Legal Services
21. Miscellaneous

The soft opening will take place in August and grand opening will take place once the liquor license is in place.

Labor

The restaurant should have 4 to 5 employees and will be broken down to the following:

- One Manager/Server at \$2500 a month
- One to Sushi Chef at \$3000 a month
- One Kitchen Chef at \$2200 a month
- 3 Part time helpers at \$2000 a month
- Possibly One more Sushi Chef at \$3,000 a month

Total monthly labor costs \$8,600 to \$13,000.

The general manager is also the head server in the restaurant.

Liquor License Requirements

The cost is 2400.00 for the initial application and first year. There is a \$50 fingerprint fee. The application process takes 4 to 6 weeks. After submitting the application(attached) you will need to attend two meetings with the Liquor Commission and the City Council.

MANAGEMENT AND ORGANIZATION

This restaurant is a first-time venture for its owner and currently sole manager.

The owner is in charge of all managerial activities from top to bottom. All duties such as payroll, operations, marketing, and financial activities are currently the duties assigned to the owner / general manager.

Accounting will be taken care of by an outside firm.

LONG TERM PLANS

Currently the plan is to renegotiate the rent for 2017 to the amount of \$3000 until a turn to profitability in 2018. Rent will then increase to \$3633.00 The major objective is to make enough profit to stay in business indefinitely.

Mrs. Ice is looking into the video gaming license as a way to add video gaming to bring in extra income to the restaurant.

CRITICAL RISKS

There are 7 well-known Sushi restaurants in the St Charles. Competition is heavy, and may affect reaching the goals set forth by the owner

FINANCIAL

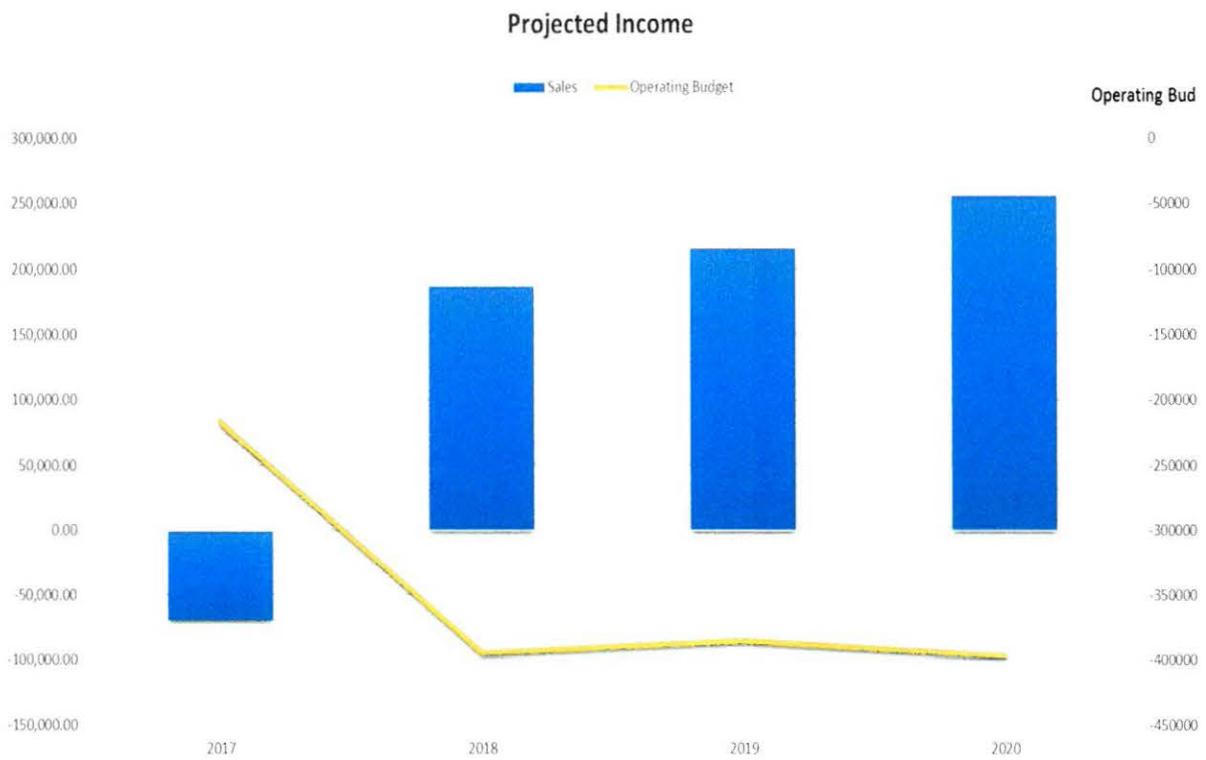
The current income statement and balance sheet are shown on a separate document. The current Start Up costs for 2017 will be \$84,975. The following projections for the next 3 years are as follows.

2017 \$-69,687.50

2018 \$186,494.02

2019 \$215,358.02

2020 \$255,340.82



CONCLUSION

The first six months is the most critical for success. Bringing together the right team led and managed by Ice Thongsen and her vision will need to attract the maximum number of customers. Should Mrs. Thongsen's vision be realized, the restaurant will have success after one year of operation.

Any questions, please contact Ice Thongsen at 1-847-204-3179 or email at witchithree@gmail.com.

SUSHI DIVA MENU

Hour of Operation

Mon-Thur	Fri-Sat	Sun
Lunch 11:30-2:00	11:30-2:30	
Dinner 5:00-9:30	5:00-10:00	12:00-9:00

APPETIZER FROM THE SUSHI BAR

Hawaiian Tartar \$12

Spicy tuna, pico de gallo, cilantro, citrus tobiko, seared tuna, sashimi served in a citrus citrus vinaigrette

Sunomo \$12

Tuna, salmon, white fish, wrapped in cucumber, splashed with citrus vinaigrette sauce

Rainbow Tartar \$13

Salmon, tuna, escolar, shrimp, snapper topped with multicolored tobiko, pico de gallo and citrus vinaigrette

Diva's Carpaccio \$15

Tuna, salmon, escolar, jalapeño in yuzu vinaigrette sauce

Oyster Shooter \$5

Fresh oyster, quail egg in Tabasco sake ponzu sauce

Oyster in a Half Shell

Half Dozen \$12

Dozen \$16

Poke

Tuna \$10

Diced tuna, avocado with poke sauce

Salmon and Tuna \$12

Diced salmon and tuna with poke sauce

Dynamite \$9

Sushi rice wrapped with Japanese mint, fresh salmon, soy paper, topped with spicy scallop and chili tobiko in ponzu sauce

Nacho Sushi \$10

Spicy tuna, spicy mayo, pico de gallo with flower tortilla chips

Sushi Taco

Yellowtail, shrimp, char su pork

3 pieces \$10

5 pieces \$15

APPETIZERS FROM THE KITCHEN

Edamame \$4

Shumai \$5

Gyoza \$5

Softshell Crab \$8

Jalapeño Bomb \$8

Tuna Tatake \$10

Asparagus Beef Roll \$9

Beef Tatake \$10

Blackened Tuna \$11

Bacon Wrapped

Scallops \$12

Shrimp \$12

Tempura

Vegetables \$5

Calamari \$7

Shrimp and Vegetables \$7

Chicken and Vegetables \$7

Combination \$12

Agadashi Tofu \$6

SIDE DISHES

Miso Soup \$2

Tom Yum \$3

Fried Rice

Vegetable

Small \$3

Large \$5.50

Shrimp

Small \$4

Large \$7.50

Chicken

Small \$3.50

Large \$6.50

Beef

Small \$4

Large \$8

Scallop

Small \$4

Large \$7.50

Combination

Small \$5

Large \$10

Nigiri 1 piece / Sashimi 2 piece

O-Toro MP Fatty Yellow Tail \$3.50/\$6

Tamago \$2.50/\$4 Chu-Toro MP

Salmon \$3/\$5 Smelt Roe \$3/\$5

Blue Fin Tuna	MP	Smoked Salmon	\$3/\$5
Big Eye Tuna	\$3/\$5	Fresh Scallop	\$3.50/\$7
Tobiko	\$3/\$5	Escolar Tuna	\$3/\$5
Tiger Shrimp	\$3/\$5	Salmon Roe	\$4/\$7
Albacore Tuna	\$3/\$5	Golden Shrimp	\$3/\$5
Stop Light Tobiko	\$4/\$7	Fresh Water Eel	\$3/\$6
Sweet Shrimp	\$4/\$7	Octopus	\$3/\$5
Red Snapper	\$3/\$5	King Crab	\$4/\$7
Sea Urchin	\$4/\$7	Fluke	\$3/\$5
Squid	\$3/\$5	Oyster	\$3/\$5
Yellow Tail	\$3/\$5	Surf Clam	\$3/\$5
Mackerel	\$3/\$5	Fatty Salmon	\$3.50/\$6
Kani Kama	\$3/\$5		

CLASSIC MAKI

Cucumber	\$4
Tekka Roll	\$5
Asparagus Cucumber	\$5
Sweet Potato	\$5
Salmon Roll	\$5
California Roll	\$6
Yellowtail and Scallion	\$6
Chicken Tempura	\$6.50
Spicy Tuna	\$7
Calamari Tempura	\$7
Cucumber and Avocado	\$7
Spicy Salmon	\$7
Fresh Water Eel	\$7

Shrimp Tempura	\$7
Spicy Octopus	\$7
Soft Shell Crab	\$7
Philadelphia	\$7
Vegetable	\$7
Spicy Scallop	\$8
Crazy California	\$8
Tuna Avocado	\$8
Salmon Avocado	\$8
Avocado	\$8

SIGNATURE ROLLS

Crunchy Spicy Diva	\$17
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Butter pan seared rice topped with spicy tuna, avocado, spicy salmon, wasabi mayo, sweet soy, jalapeño slices and tobiko

Rainbow	\$15
---------	------

Crab meat, avocado, cucumber topped with a variety of fish

Rainbow Dragon	\$17
----------------	------

Shrimp tempura, avocado, cucumber, spicy mayo topped with a variety of fish and tobiko

Shrimp Crunchy Roll	\$15
---------------------	------

Shrimp tempura, crab meat, avocado, cucumber, spicy mayo rolled with a crunch and drizzled with sweet soy sauce

Creamy Wasabi Tuna	\$17
--------------------	------

Tuna, Avocado topped with big eye tuna, wasabi mayo and sweet soy sauce and wasabi tobiko

Fancy Diva	\$18
------------	------

Spicy crab meat, tempura crunch topped with butter pan seared scallop, with sweet soy and crispy carrots

Kamehameha	\$17
------------	------

Tuna, yellow tail, avocado, cilantro, jalapeño, wrapped in soy paper chili oil and fresh lime

Kitsune \$17

Spicy salmon tempura, spicy crab meat, cream cheese, cucumber, avocado topped with fresh salmon, tobiko and citrus mayo

Ninja Turtle \$18

Unagi, avocado, tempura crunch, topped with shrimp wasabi mayo, unagi sauce and multicolored tobiko

Dragon \$16

Crab meat, avocado, cucumber topped with unagi and drizzled with unagi sauce

Foxy Diva \$18

Spicy tuna, cucumber, cilantro topped with tuna, albacore, escolar, jalapeño, Siracha and ponzu sauce

French Kiss \$17

Spicy tuna, crab meat, avocado, cucumber, cilantro topped with seared escolar tuna and drizzled with garlic olive oil

St. Charles Princess \$18

Cream cheese, crab meat, lightly tempura battered, spicy crab mix and unagi sauce, topped with spicy tuna and lotus root

Scary Spider \$16

Softshell crab, cucumber, avocado, cream cheese wrapped in black and white rice topped with red tobiko

Caterpillar \$15

Crab meat, avocado, cucumber topped with avocado, unagi sauce, red and green tobiko

Crunchy California \$12

Crab meat, avocado, cucumber deep fried, topped with unagi sauce and spicy mayo

Spring Breeze \$13

Mixed greens, avocado, cucumber, asparagus, red cabbage, cilantro and jalapeño topped with mango pico de gallo

Firefox \$15

Spicy tuna, cream cheese, avocado lightly deep fried topped with siracha spicy mayo and unagi sauce

Double Tuna \$16

Spicy albacore, avocado topped with spicy tuna and green crumbs topped with special sauce and crispy wonton chips

Golden Lobster \$20

Spicy crab mix, avocado topped with butter seared lobster, unagi sauce and potato crumbs

SUSHI ENTRÉE

Served with Soup and Salad and Rice (Brown or Black rice \$1 extra)

Ocean Delight \$39

Chefs choice of six piece nigiri, six pieces of sashimi and one Foxy Diva roll

Pearl Harbor (4 person) \$100

Chef's choice of 12 pieces nigiri, 20 pieces of sashimi and St. Charles Princess and Firefox roll

Assorted Sashimi(Chef's Choice)

9 Pieces \$18

12 Pieces \$23

15 Pieces \$30

Maki Mono \$19

Spicy California, Spicy Tuna and Vegetable Roll

Nigiri Combo \$21

Chef's choice five pieces of nigiri and a caterpillar roll

Sake Don \$21

Fresh sliced salmon over rice

Tekka Don \$23

Fresh sliced tuna over rice

Diva Don \$25

Combination of salmon, tuna, yellow tail and escolar tuna over rice

Chirashi \$23

Chef's choice of fish over a bed of rice

Unadon \$23

Fresh water eel over rice

KITCHEN ENTREES

Served with Soup and Salad and Rice (Brown or Black rice \$1 extra)

Tuna Steak \$19

Apricot Dijon Glazed Salmon \$21

Miso Truffle Cod \$23

Surf and Turf \$35

BENTO BOXES-includes: Soup, salad rice, vegetable tempura and three-piece gyoza

Chicken \$21

Salmon \$22

Steak \$25

NOODLES

Seafood Yaki Udon \$12

Tempura Udon \$12

Nabayaki Udon \$12

DESERT

Banana Tempura \$

Chocolate Truffle \$

Chocolate Sufle \$

Exotic Bomba \$

Coconut Repiano \$

Green Tea Tira Misu \$

Mochi Ice Cream \$5

Strawberry, Green Tea, Mango and Chocolate flavors

Green Tea Icecream

\$3/scoop

SUSHI DIVA MENU

Hour of Operation

Mon-Thur	Fri-Sat	Sun
Lunch 11:30-2:00	11:30-2:30	
Dinner 5:00-9:30	5:00-10:00	12:00-9:00

APPETIZER FROM THE SUSHI BAR

Hawaiian Tartar \$12

Spicy tuna, pico de gallo, cilantro, citrus tobiko, seared tuna, sashimi served in a citrus citrus vinaigrette

Sunomo \$12

Tuna, salmon, white fish, wrapped in cucumber, splashed with citrus vinaigrette sauce

Rainbow Tartar \$13

Salmon, tuna, escolar, shrimp, snapper topped with multicolored tobiko, pico de gallo and citrus vinaigrette

Diva's Carpaccio \$15

Tuna, salmon, escolar, jalapeño in yuzu vinaigrette sauce

Oyster Shooter \$5

Fresh oyster, quail egg in Tabasco sake ponzu sauce

Oyster in a Half Shell

Half Dozen \$12

Dozen \$16

Poke

Tuna \$10

Diced tuna, avocado with poke sauce

Salmon and Tuna \$12

Diced salmon and tuna with poke sauce

Dynamite \$9

Sushi rice wrapped with Japanese mint, fresh salmon, soy paper, topped with spicy scallop and chili tobiko in ponzu sauce

Nacho Sushi \$10

Spicy tuna, spicy mayo, pico de gallo with flower tortilla chips

Sushi Taco

Yellowtail, shrimp, char su pork

3 pieces \$10

5 pieces \$15

APPETIZERS FROM THE KITCHEN

Edamame \$4

Shumai \$5

Gyoza \$5

Softshell Crab \$8

Jalapeño Bomb \$8

Tuna Tatake \$10

Asparagus Beef Roll \$9

Beef Tatake \$10

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Bacon Wrapped

Scallops \$12

Shrimp \$12

Tempura

Vegetables \$5

Calamari \$7

Shrimp and Vegetables \$7

Chicken and Vegetables \$7

Combination \$12

Agadashi Tofu \$6

SIDE DISHES

Miso Soup \$2

Tom Yum \$3

Fried Rice

Vegetable

Small \$3

Large \$5.50

Shrimp

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Chicken

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Spicy Tuna	\$7		
Calamari Tempura	\$7		
Cucumber and Avocado	\$7		
Spicy Salmon	\$7		
Fresh Water Eel	\$7		

Shrimp Tempura	\$7
Spicy Octopus	\$7
Soft Shell Crab	\$7
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Salmon \$22

Steak \$25

NOODLES

Seafood Yaki Udon \$12

Tempura Udon \$12

Nabayaki Udon \$12

DESERT

Banana Tempura \$7

Chocolate Truffle \$8

Chocolate Sufle \$7

Exotic Bomba \$7.50

Coconut Repiano \$8

Green Tea Tira Misu \$8.50

Mochi Ice Cream \$5

Strawberry, Green Tea, Mango and Chocolate flavors

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 4a

Title:	Video Gaming Statistics – Information Only
Presenter:	Chief Keegan

Meeting: Government Operations Committee Date: August 21, 2017

Proposed Cost: \$ Budgeted Amount: \$ Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

Latest statistics on video gaming. What businesses have been approved by the state and city staff of the St. Charles Police Department, pending applications into the state for approval, June 2017, and July 2017 reports for St. Charles Video Gaming Revenue.

Attachments (please list):

- Table – Video Gaming Establishments/Pending Applicants
- Illinois Gaming Board Video Gaming Report – September 2016 – June 2017
- Illinois Gaming Board Video Gaming Report - September 2016 - July 2017
- 2017 Illinois Gaming Board Video Gaming Report – June 2017
- 2017 Illinois Gaming Board Video Gaming Report - July 2017

Recommendation/Suggested Action *(briefly explain):*

Video Gaming Statistics – Information Only

**ILLINOIS GAMING BOARD
VIDEO GAMING REPORT**

St. Charles

September 2016 - June 2017

7/19/2017

5:56 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	NTI	NTI Tax Rate (30%)	State Share	Municipality Share	
St. Charles	A'Salute' Inc.	160702452	5	\$1,171,977.39	\$1,077,672.95	\$94,304.44	\$336,157.00	\$241,852.56	\$94,304.44	\$28,291.87	\$23,576.58	\$4,715.29	
St. Charles	ALIBI BAR & GRILL LTD.	150704430	5	\$106,741.01	\$99,928.29	\$6,812.72	\$41,254.00	\$34,441.28	\$6,812.72	\$2,043.81	\$1,703.17	\$340.64	
St. Charles	Alley 64, INC.	160702383	5	\$3,409,561.95	\$3,153,555.73	\$256,006.22	\$1,236,275.00	\$980,194.38	\$256,080.62	\$76,824.68	\$64,020.58	\$12,804.10	
St. Charles	BK & MM VENTURES LLC	160702415	5	\$3,017,663.05	\$2,793,775.43	\$223,887.62	\$936,307.00	\$712,337.88	\$223,969.12	\$67,190.98	\$55,992.50	\$11,198.48	
St. Charles	DAWN'S CAFE, LTD.	160702454	2	\$183,328.99	\$162,306.02	\$21,022.97	\$55,959.00	\$34,936.03	\$21,022.97	\$6,307.08	\$5,255.91	\$1,051.17	
St. Charles	GOLREN ENTERPRISES, INC.	160703386	5	\$455,943.02	\$425,852.58	\$30,090.44	\$163,682.00	\$133,591.56	\$30,090.44	\$9,027.18	\$7,522.66	\$1,504.52	
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	\$399,163.96	\$362,274.66	\$36,889.30	\$120,757.00	\$83,867.65	\$36,889.35	\$11,066.96	\$9,222.48	\$1,844.48	
St. Charles	Northwoods Pub & Grill Inc.	160702493	5	\$2,172,049.68	\$1,984,374.45	\$187,675.23	\$683,062.00	\$495,386.59	\$187,675.41	\$56,302.91	\$46,919.13	\$9,383.78	
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	Riverside Pizza, Inc.	160702553	4	\$934,826.80	\$859,225.95	\$75,600.85	\$316,546.00	\$240,945.15	\$75,600.85	\$22,680.52	\$18,900.44	\$3,780.08	
St. Charles	SAINT CHARLES SPORTS, LLC	160702605	5	\$505,831.61	\$462,974.65	\$42,856.96	\$167,875.00	\$125,017.87	\$42,857.13	\$12,857.27	\$10,714.38	\$2,142.89	
St. Charles	St. Charles Lodge No. 1368, Loyal Order of Moose	160802392	5	\$1,294,746.87	\$1,176,996.32	\$117,750.55	\$427,788.00	\$310,037.45	\$117,750.55	\$35,325.49	\$29,437.93	\$5,887.56	
REPORT TOTAL:			13 Establishments	60	\$13,995,130.25	\$12,873,710.76	\$1,121,419.49	\$4,621,460.00	\$3,499,884.21	\$1,121,575.79	\$336,475.66	\$280,396.52	\$56,079.14

**ILLINOIS GAMING BOARD
VIDEO GAMING REPORT**

St. Charles

June 2017

7/19/2017

6:00 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	NTI	NTI Tax Rate (30%)	State Share	Municipality Share
St. Charles	A'Salute' Inc.	160702452	5	\$126,184.21	\$112,426.34	\$13,757.87	\$39,891.00	\$26,133.13	\$13,757.87	\$4,127.42	\$3,439.52	\$687.90
St. Charles	Alley 64, INC.	160702383	5	\$473,408.86	\$448,445.89	\$24,962.97	\$166,777.00	\$141,813.88	\$24,963.12	\$7,488.99	\$6,240.83	\$1,248.16
St. Charles	BK & MM VENTURES LLC	160702415	5	\$347,087.23	\$318,973.47	\$28,113.76	\$111,705.00	\$83,591.03	\$28,113.97	\$8,434.19	\$7,028.49	\$1,405.70
St. Charles	DAWN'S CAFE, LTD.	160702454	2	\$16,956.34	\$15,064.19	\$1,892.15	\$6,214.00	\$4,321.85	\$1,892.15	\$567.66	\$473.05	\$94.61
St. Charles	GOLREN ENTERPRISES, INC.	160703386	5	\$136,344.56	\$127,707.00	\$8,637.56	\$48,882.00	\$40,244.44	\$8,637.56	\$2,591.28	\$2,159.40	\$431.88
St. Charles	L. A. MANSON CORPORATION	160703156	5	\$90,039.03	\$81,380.03	\$8,659.00	\$25,519.00	\$16,859.95	\$8,659.05	\$2,597.76	\$2,164.81	\$432.95
St. Charles	Northwoods Pub & Grill Inc.	160702493	5	\$274,807.93	\$250,128.14	\$24,679.79	\$89,697.00	\$65,017.30	\$24,679.70	\$7,403.94	\$6,169.96	\$1,233.98
St. Charles	Riverside Pizza, Inc.	160702553	4	\$140,644.05	\$127,802.14	\$12,841.91	\$50,732.00	\$37,890.34	\$12,841.66	\$3,852.51	\$3,210.43	\$642.08
St. Charles	SAINT CHARLES SPORTS, LLC	160702605	5	\$106,553.80	\$94,871.49	\$11,682.31	\$36,999.00	\$25,316.52	\$11,682.48	\$3,504.77	\$2,920.64	\$584.13
St. Charles	St. Charles Lodge No. 1368, Loyal Order of Moose	160802392	5	\$151,840.07	\$138,753.75	\$13,086.32	\$50,440.00	\$37,353.68	\$13,086.32	\$3,925.94	\$3,271.62	\$654.32
REPORT TOTAL:												
		10 Establishments	46	\$1,863,866.08	\$1,715,552.44	\$148,313.64	\$626,856.00	\$478,542.12	\$148,313.88	\$44,494.46	\$37,078.75	\$7,415.71

**ILLINOIS GAMING BOARD
VIDEO GAMING REPORT**

St. Charles

September 2016 - July 2017

8/16/2017

9:32 am

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	NTI	NTI Tax Rate (30%)	State Share	Municipality Share		
St. Charles	A'Salute' Inc.	160702452	5	\$1,271,790.69	\$1,166,092.21	\$105,698.48	\$366,361.00	\$260,662.52	\$105,698.48	\$31,710.10	\$26,425.11	\$5,284.99		
St. Charles	ALIBI BAR & GRILL LTD.	150704430	5	\$106,741.01	\$99,928.29	\$6,812.72	\$41,254.00	\$34,441.28	\$6,812.72	\$2,043.81	\$1,703.17	\$340.64		
St. Charles	Alley 64, INC.	160702383	5	\$3,913,127.39	\$3,627,419.70	\$285,707.69	\$1,418,074.00	\$1,132,291.92	\$285,782.08	\$85,735.12	\$71,445.95	\$14,289.17		
St. Charles	BK & MM VENTURES LLC	160702415	5	\$3,381,147.77	\$3,129,272.47	\$251,875.30	\$1,055,483.00	\$803,526.50	\$251,956.50	\$75,587.24	\$62,989.39	\$12,597.85		
St. Charles	DAWN'S CAFE, LTD.	160702454	2	\$228,567.39	\$202,417.04	\$26,150.35	\$68,605.00	\$42,454.65	\$26,150.35	\$7,845.31	\$6,537.76	\$1,307.55		
St. Charles	GOLREN ENTERPRISES, INC.	160703386	5	\$586,268.49	\$545,468.93	\$40,799.56	\$210,674.00	\$169,874.44	\$40,799.56	\$12,240.01	\$10,200.02	\$2,039.99		
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	\$444,711.33	\$404,675.09	\$40,036.24	\$135,440.00	\$95,403.76	\$40,036.24	\$12,011.14	\$10,009.30	\$2,001.84		
St. Charles	Northwoods Pub & Grill Inc.	160702493	5	\$2,487,108.84	\$2,274,816.61	\$212,292.23	\$788,742.00	\$576,449.46	\$212,292.54	\$63,688.11	\$53,073.46	\$10,614.65		
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	Riverside Pizza, Inc.	160702553	4	\$1,049,896.67	\$964,138.21	\$85,758.46	\$360,410.00	\$274,651.54	\$85,758.46	\$25,727.83	\$21,439.87	\$4,287.96		
St. Charles	SAINT CHARLES SPORTS, LLC	160702605	5	\$645,655.01	\$593,583.69	\$52,071.32	\$212,709.00	\$160,637.68	\$52,071.32	\$15,621.55	\$13,017.95	\$2,603.60		
St. Charles	St. Charles Lodge No. 1368, Loyal Order of Moose	160802392	5	\$1,425,090.78	\$1,295,183.40	\$129,907.38	\$471,781.00	\$341,873.62	\$129,907.38	\$38,972.58	\$32,477.17	\$6,495.41		
REPORT TOTAL:				13 Establishments	60	\$15,883,401.29	\$14,617,769.37	\$1,265,631.92	\$5,265,331.00	\$3,999,543.18	\$1,265,787.82	\$379,739.71	\$316,449.91	\$63,289.80

**ILLINOIS GAMING BOARD
VIDEO GAMING REPORT**

8/15/2017

10:34 am

St. Charles

July 2017

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	NTI	NTI Tax Rate (30%)	State Share	Municipality Share	
St. Charles	A'Salute' Inc.	160702452	5	\$99,813.30	\$88,419.26	\$11,394.04	\$30,204.00	\$18,809.96	\$11,394.04	\$3,418.23	\$2,848.53	\$569.70	
St. Charles	Alley 64, INC.	160702383	5	\$503,565.44	\$473,863.97	\$29,701.47	\$181,799.00	\$152,097.54	\$29,701.46	\$8,910.44	\$7,425.37	\$1,485.07	
St. Charles	BK & MM VENTURES LLC	160702415	5	\$363,484.72	\$335,497.04	\$27,987.68	\$119,176.00	\$91,188.62	\$27,987.38	\$8,396.26	\$6,996.89	\$1,399.37	
St. Charles	DAWN'S CAFE, LTD.	160702454	2	\$45,238.40	\$40,111.02	\$5,127.38	\$12,646.00	\$7,518.62	\$5,127.38	\$1,538.23	\$1,281.85	\$256.38	
St. Charles	GOLREN ENTERPRISES, INC.	160703386	5	\$130,325.47	\$119,616.35	\$10,709.12	\$46,992.00	\$36,282.88	\$10,709.12	\$3,212.83	\$2,677.36	\$535.47	
St. Charles	L. A. MANSON CORPORATION	160703156	5	\$45,547.37	\$42,400.43	\$3,146.94	\$14,683.00	\$11,536.11	\$3,146.89	\$944.18	\$786.82	\$157.36	
St. Charles	Northwoods Pub & Grill Inc.	160702493	5	\$315,059.16	\$290,442.16	\$24,617.00	\$105,680.00	\$81,062.87	\$24,617.13	\$7,385.20	\$6,154.33	\$1,230.87	
St. Charles	Riverside Pizza, Inc.	160702553	4	\$115,069.87	\$104,912.26	\$10,157.61	\$43,864.00	\$33,706.39	\$10,157.61	\$3,047.31	\$2,539.43	\$507.88	
St. Charles	SAINT CHARLES SPORTS, LLC	160702605	5	\$139,823.40	\$130,609.04	\$9,214.36	\$44,834.00	\$35,619.81	\$9,214.19	\$2,764.28	\$2,303.57	\$460.71	
St. Charles	St. Charles Lodge No. 1368, Loyal Order of Moose	160802392	5	\$130,343.91	\$118,187.08	\$12,156.83	\$43,993.00	\$31,836.17	\$12,156.83	\$3,647.09	\$3,039.24	\$607.85	
REPORT TOTAL:			10 Establishments	46	\$1,888,271.04	\$1,744,058.61	\$144,212.43	\$643,871.00	\$499,658.97	\$144,212.03	\$43,264.05	\$36,053.39	\$7,210.66

Video Gaming Statistics June/July, 2017

Approved Establishments			
Name	# Machines	Address	
A'Salute Lounge & Grill	5	2400 E Main Street, St. Charles	
Alibi Bar & Grill Ltd.	5	12 N 3 rd Street, St. Charles	Machines Removed
Alley 64	5	212 W Main Street, St. Charles	
Corfu Restaurant (Golren Ent., Inc.)	5	2520 E Main Street, St. Charles	
Charleston on the Fox (Bolingbrook Sports)	5	1 Illinois Street, St. Charles	
Dawn's Beach Hut	2	8 N 3 rd Street, St. Charles	
Kane County Rookies (BK & MM Ventures)	5	1545 W Main Street, St. Charles	
Riverside Pizza & Pub	4	102 E Main Street, St. Charles	
Spotted Fox Alehouse	5	3615 E Main Street, St. Charles	
St. Charles Bowl (LA Manson Corp.)	5	2520 W Main Street, St. Charles	
St. Charles Moose	5	2250 W Rt. 38, St. Charles	
The Evergreen Pub & Grill (Northwoods)	5	1400 W Main Street, St. Charles	
Pending Establishments			
Name	# Machines	Address	
Alexander's Café 64 Inc.	TBD	W Main Street, St. Charles	
Crazy Fox, LLC	TBD	104 E Main Street, St. Charles	
Dawn's Voodoo Room, Ltd	TBD	214 W Main Street, St. Charles	
Brown's Chicken (NLHM, Inc.)	TBD	1910 Rt. 38, St. Charles	
Trattoria ZaZa (Pasavre, Inc.)	TBD	5 S 1 st Street, St. Charles	
Tap House Grill	TBD	3341 W Main Street, St. Charles	
Closed Establishments			
Name	# Machines	Address	
Beehive Tavern & Grill	5	204 W Main Street, St. Charles	CLOSED
Gino's East	5	1590 E Main Street, St. Charles	CLOSED

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5b

Title:

Recommendation to approve a proposal for a new Class A6 liquor license for ABHY, Inc., dba Shell St. Charles located at 307 W Main Street St. Charles.

Presenter:

Chief Keegan, Police Department

Meeting: Government Operations Committee Date: August 21, 2017

Proposed Cost: \$

Budgeted Amount: \$

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

This is a request for a new Class A6 liquor license for ABHY, Inc., dba Shell St. Charles located at 2400 E Main Street, St. Charles. ABHY, Inc. is a gas station/convenience store currently operating in St. Charles.

Pursuant to posting this item on the Government Operations Committee agenda, the Liquor Commission meeting is scheduled at 4:30 p.m., August 21 (same day) to process and move it forward before this committee. Final approval will be sought at the September 5, 2017 City Council meeting.

Attachments *(please list):*

Liquor License Application

Background Check

Site Plan

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve a proposal for a new Class A6 liquor license for ABHY, Inc., dba Shell St. Charles located at 307 W Main Street St. Charles.



Memo

Date: 8/10/2017

To: The Honorable Ray Rogina, Mayor - Liquor Commissioner

From: James Keegan, Chief of Police

Re: Background Investigation – Sushi Diva

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're aware, this site has operated as a longstanding restaurant in St. Charles. Recently, this site went through an asset sale and the new ownership group is seeking a liquor license while operating under a new LLC/dba. The business plan will ultimately remain the same; a sushi 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.

Thank you in advance for your consideration in this matter.



Memo

Date: 8/9/2017
To: The Honorable Ray Rogina, Mayor-Liquor Commissioner
From: James Keegan, Chief of Police
Re: Background Investigation-Shell Gas Station/307 W. Main Street (Class A-6)

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, City Council recently modified our city code allowing alcohol sales inside gas station mini-marts as follows (*A-6 Class A-6 licenses shall authorize the retail sale of alcoholic liquors in original packages only, and not for consumption on the premises, in gas stations containing convenience stores where the retail sale of packaged alcoholic liquor is secondary to the sale of gasoline products and/or miscellaneous convenience store items and the square footage devoted to the retail sale of alcoholic liquor is ten percent (10%) or less of the gross square footage*). Sales can only occur between 7:00am and 10:00pm daily.

The site location/floor plans and the corresponding application materials were reviewed by my staff. We also reviewed their business plan, Dram Shop insurance and their articles of incorporation paperwork through the Illinois Secretary of State. We found nothing of a derogatory nature that would preclude either the site location or the applicant from moving forward with alcohol sales, subject to City Council approval.

Please note, retail alcohol sales make up only a small percentage of the overall floor space of the mini-mart and the owners have installed locking mechanisms on beer coolers. They will be locked daily at 10:00pm.

Thank you in advance for your consideration in this matter.



Memo

Date: 08/09/17
To: Chief Keegan
From: Commander Mahan *Em 346*
Re: Liquor License Background, ABHY, Inc. DBA St. Charles Shell

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 an A-6 license at St. Charles Shell, 307 W. Main St.

APPLICANTS:

Patel, Heena S.



Hanover Park, IL. 60133

Patel, Shailesh H.



Hanover Park, IL. 60133

The applicants are the current owners and managers of ABHY Inc, DBA St. Charles Shell, 307 W. Main St. They are making application to add package alcohol sales to their current retail business.

SITE VISIT:

On 072017 I visited the Shell station at 307 W. Main St. I met with Shailesh Patel in person and spoke with Heena Patel via telephone while in the store. There is a row of coolers that line the south interior wall of that business. Heena explained to me that only a portion of the coolers will be used for alcohol. A small portion of shelving near those coolers may be utilized as well. Heena was advised that the area where alcohol is displayed for sale cannot exceed 10% of the total sales area. I requested that Heena provide a more detailed floor plan than the one originally included with the application packet.

INTERVIEW WITH APPLICANT:

On 072117 at approximately 0900 I met with Heena Patel at the police department front desk. She provided an updated floor plan showing the portion of coolers and retail space that will be used for alcohol. She provided proof of citizenship for both she and Shailesh. Heena was advised that alcohol sales at that location would be restricted to the hours of 7:00 AM to 10:00 PM. She indicated that she will be installing locks on the cooler doors



so that they can be locked during hours where alcohol sales are not permitted. She indicated that they have no liquor inventory at this time.

Heena stated that their business plan will be to operate the gas station and convenience store as they already do. They are seeking to add alcohol sales service for their customers. Heena indicated she understood the importance of responsible alcohol sales. I provide her with the City of St. Charles Liquor Code.

RECORDS CHECKS:

Both Heena and Shailesh were fingerprinted. Responses from both the FBI and Illinois Bureau of Identification showed there were no criminal records on file for these individuals.

A check of St. Charles and Kane County records showed only previous police contacts that were related to the business at 307 W. Main Street. Heena and/or Shailesh were only listed as witnesses or complainants in those incidents. There were no incidents of concern.

A request was sent to their town of residency, Hanover Park. A response indicated that there were only calls of a service nature involving them. No criminal complaints.

A check of the Illinois Liquor Control Commission showed no current license in either of their names and no history of revocation.

A check of TLO (law enforcement database) showed the information concerning their identities to be accurate and no areas of concern were noted.

Heena and Shailesh hold current BASSET certifications.

This concludes this background investigation

LIQUOR APPLICANT BACKGROUND CHECK LIST



APPLICANT(S): Heena S. Patel; Shailesh H. Patel

BUSINESS: ABHY Inc. DBA St. Charles Shell

ADDRESS: 307 W. Main St.

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

* COMMENTS: Quote for Dram Shop Insurance attached.

INVESTIGATOR ASSIGNED: Cmdr. E. Mahan #346

SUPERVISOR REVIEW: Cmdr. E. Mahan #346

30-550-4412 Heena

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: _____
 Business Name: ABHY INC

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 checked="" 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"/>
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: Hours of Operation Copy of Menu Whether or not live music will be played at this establishment Will there be outdoor seating and/or outdoor designated smoking area 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 type="checkbox"/> N/A	<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 _____

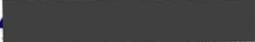
***ISSUANCE OF THIS LICENSE IS CONTINGENT ON MEETING ALL REQUIRED BUILDING AND FIRE DEPARTMENT REQUIREMENTS.**

APPLICANT INFORMATION

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

B. Business Name: ABHY INC, D/B/A ST CHARLES SHOP

C. Business Address: 307 W MAIN ST ST CHARLES FL 60174

D. IL Tax ID Number:  E. Business Phone: 650 584-2266 F. Business E-mail: ABHY116@GMAIL.COM G. Business Website: - N/A -

H. Contact Person: HEENA PATEL I. Title: MANAGER J. Phone No.: 
 Email: ABHY116@GMAIL.COM

K. If Corporation, Corporation Name: ABHY INC

L. Corporation Address (city, state, zip code): 307 W MAIN ST ST CHARLES FL 60174

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): 307 W MAIN ST C. Number of Parking Spaces: 20 D. Outside Dining s.f. [17.20.020-R]: N/A E. Holding Bar s.f. [5.08.010-F]: N/A

F. Total Building s.f.: 2400 G. Total Number of Seats: 0 H. Number of Bar Seats: 0 I. Sale Counter s.f.: 27 J. Live Entertainment Area s.f. [5.08.010-H]: 0

K. Kitchen s.f.: N/A L. Cooler s.f.: 180 M. Dry Storage s.f.: 150 N. Seating Area s.f.: 0 O. Retail/public Area s.f.: 1800 P. Service Bar s.f. [5.08.010-0]: 0

Q. Brief Business Plan description based on type of establishment listed above:
ADD LIQUOR TO EXISTING CONVENIENT STORE

MANAGER INFORMATION

Full Name, include middle initial: HEENA S. PATEL Title: MANAGER
 Birthdate:  Birthplace: JNA Driver's License#:  Home Phone: 
 Home Address: 

Full Name, include middle initial: _____ Title: _____
 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 (*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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, print name(s), date(s), and place(s) of naturalization: HEENA SHAILESH PATEL, [REDACTED] SHAILESH HARIBHAI PATEL, [REDACTED]</p>
2.	<p>List the type of business of the applicant (5.08.070-3): GAS STATION & CONVENIENCE STORE</p>
3.	<p>Number of years of experience for the above listed type of business (5.08.070-4): 10 YEARS</p>
4.	<p>Amount of merchandise that normally will be in inventory when in operation (5.08.070-5): \$ \$25000/:</p>
5.	<p>Location/address and description of business to be operated under this applied for license (5.08.070-6): 307 W. MAIN ST, ST CHARLES, IL 60174 CURRENTLY GAS STATION CONVENIENCE STORE TO ADD LIQUOR IF PERMITTED</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: Address of Building Owner: Mailing Address of Building Owner (if different): Phone Number: E-mail Address:</p> <p>Name of Building Owner: Address of Building Owner: Mailing Address of Building Owner (if different): Phone Number: E-mail Address:</p> <p>Name of Building Owner: Address of Building Owner: Mailing Address of Building Owner (if different): 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 checked="" type="checkbox"/> Yes <input checked="" 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: N/A</p> <p>Date: Location, City/State:</p> <p>Special Explanations:</p> <p>Government Unit:</p> <p>Date: Location, City/State:</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?</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>

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): <u>3/17/15</u></p> <p>Date qualified under Illinois Business Corporation Act to transact business in Illinois (Foreign Corporation): <u>3/17/15</u></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)?
 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: 7/7/17

I now possess or have applied for a liquor license Class A

Applicant's Name: ABAY INC

Name of Business: ST CHARLES SHELL

Business Address: 307 W MAIN ST, ST CHARLES IL 60174

Business Phone: 630 544-2266

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

 _____ 7/7/17
Applicant Signature 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: Shailesh (First) Patel (Last) H (Middle) Manager
Home Street Address: [Redacted]
City, State, Zip: Hanover Park IL 60133
Date of Course: 7/12/2017 Place Course was Taken: Online.
Birthdate: 11/11/1968 Certificate Granted: 360training.com Expiration:
dba Learn2serve

Name: Heena (First) Patel (Last) S (Middle) Manager
Home Street Address: [Redacted]
City, State, Zip: Hanover Park IL 60133
Date of Course: 7/16/2017 Place Course was Taken: on line
Birthdate: 11/20/1970 Certificate Granted: 360training.com Expiration:
dba Learn2serve

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.

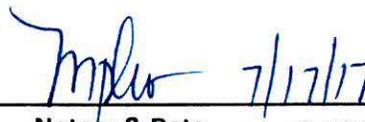
It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for their employees.

Business Name:

SIGNATURES

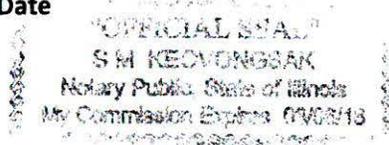


Applicant's Signature



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: AUGUST 09, 2017	Name of Applicant: HEENA PATEL
Name of Business: ABHY, INC DBA ST. CHARLES SHELL	
Address of Business: 307 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: AS SOON AS PERMITTED BY CITY OF ST. CHARLES AND STATE OF ILLINOIS
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 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 N/A
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 N/A
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 1
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No Gas station and convenience store.

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>off. Caryell</i> Date: <i>07/17/17</i>
14.	Other necessary data: <i>N/A</i>

**SIGNATURES
ENDORSEMENTS AND APPROVALS**

INVESTIGATING OFFICER

(Signature) 346 / COMMANDER
Investigating Officer Signature Badge Number & Rank

ENDORSEMENT OF THE CHIEF OF POLICE

Recommend Issuing Liquor License: Yes No

Signature Of Chief of Police

Date

ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

Recommend Issuing: Yes No Date: _____

Comments: _____

Liquor Commissioner

ENDORSEMENT OF THE FIRE CHIEF

Recommend Issuing: Yes No Date: _____

Comments: _____

Fire Chief

ENDORSEMENT OF THE BUILDING COMMISSIONER

Recommend Issuing: Yes No Date: _____

Comments: _____

Zoning Classification: _____

Building Commissioner

ENDORSEMENT OF THE FINANCE DIRECTOR

Recommend Issuing: Yes No Date: _____

Comments: _____

Finance Director

APPROVAL OF THE CITY COUNCIL

Approved for Issuing: Yes No Vote: Ayes _____ Nays _____

Date: _____

Attested to by City Clerk

Business Plan

St. Charles Shell

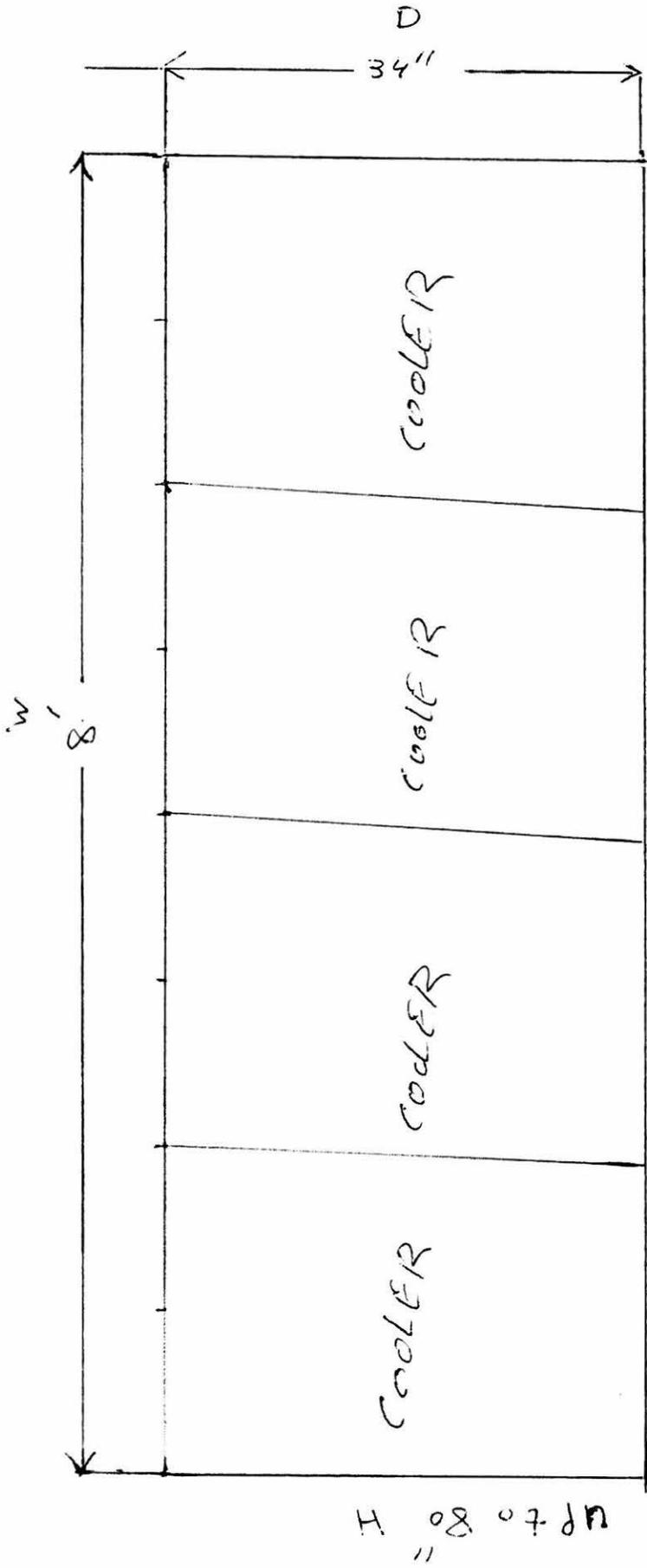
307 West Main St.

St. Charles

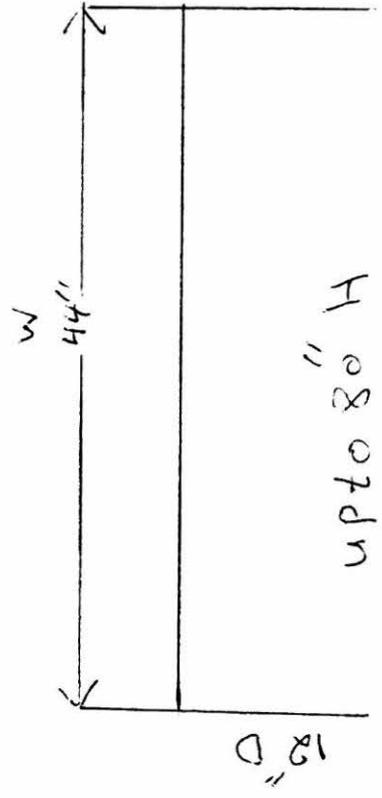
Il-60174

24 Hours Station

Gas and convenience Store



COOLER FOR WINE AND BEER



UP TO 5 SHELF FOR
HARD LIQUOR
BY CASH REGISTER

FIELD WORK DATE: 3/28/2015

REVISION DATES: (REV 1 3/30/2015)

LOT 1, 2 AND 3 IN BLOCK 49 OF THE ORIGINAL TOWN OF ST. CHARLES, ILLINOIS

1503.3207

ALTA/ACSM LAND TITLE SURVEY
KANE COUNTY

307 W MAIN STREET ST. CHARLES, ILLINOIS 60174 1503.3207



CLIENT ORDER NUMBER:

BUYER: JOHN M. GERVAISE, LIVING TRUST, AND/OR HOLDER OF THE NOTE
DATE: 3/30/2015

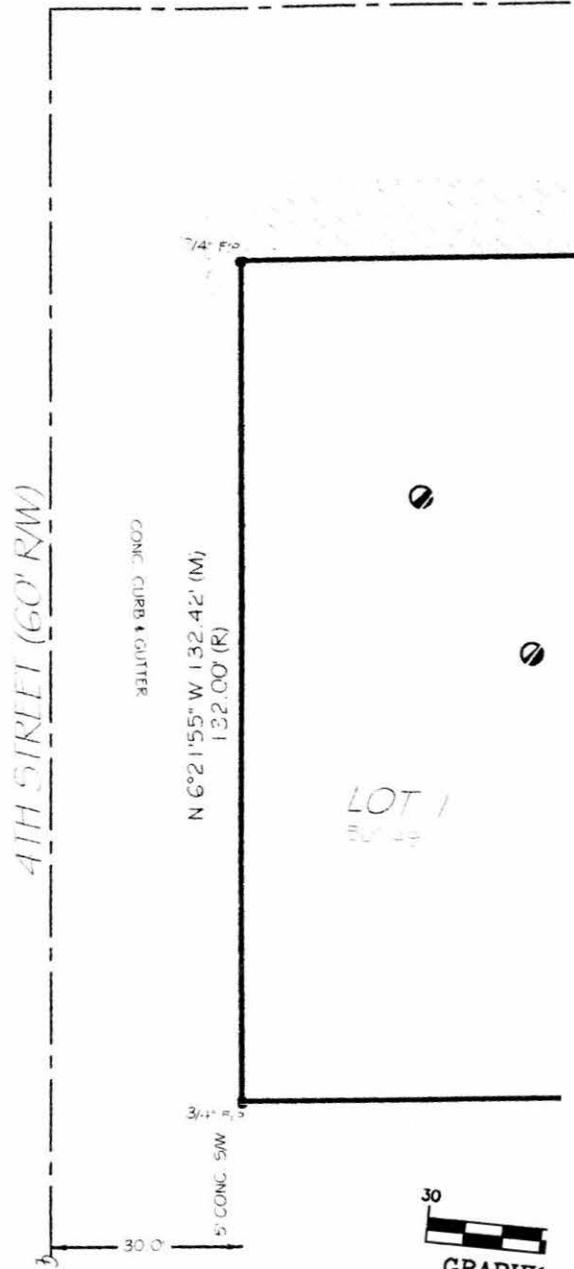
SELLER: JOHN M. GERVAISE

CERTIFIED TO:

JOHN M. GERVAISE, LIVING TRUST, AND/OR HOLDER OF THE NOTE

LOT 1, 2 AND 3 IN BLOCK 49 OF THE ORIGINAL TOWN OF ST. CHARLES, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS.

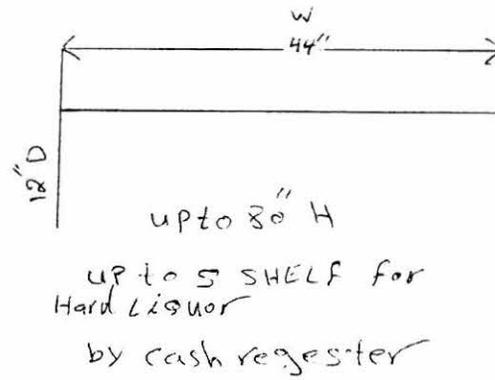
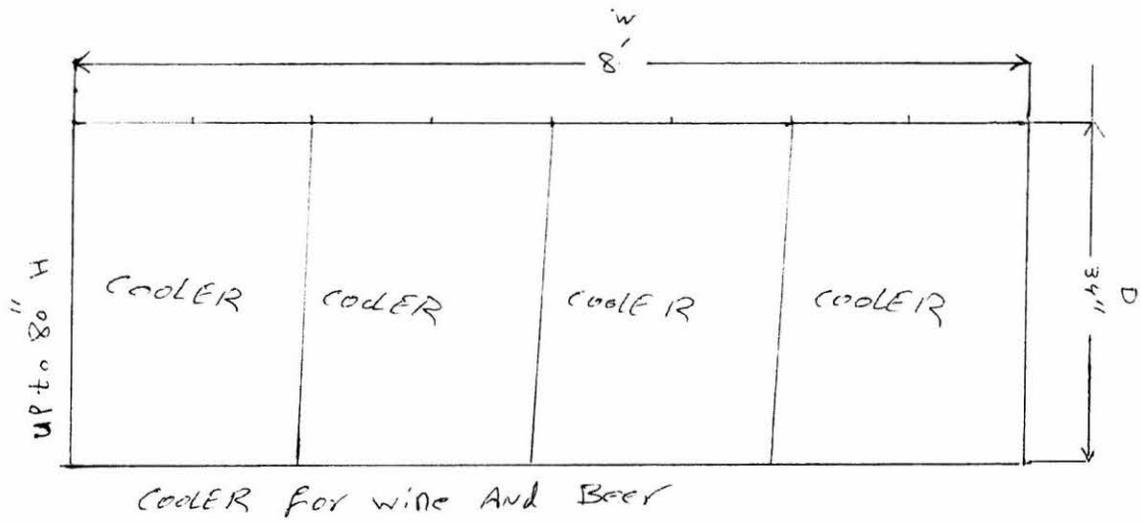
NONE VISIBLE



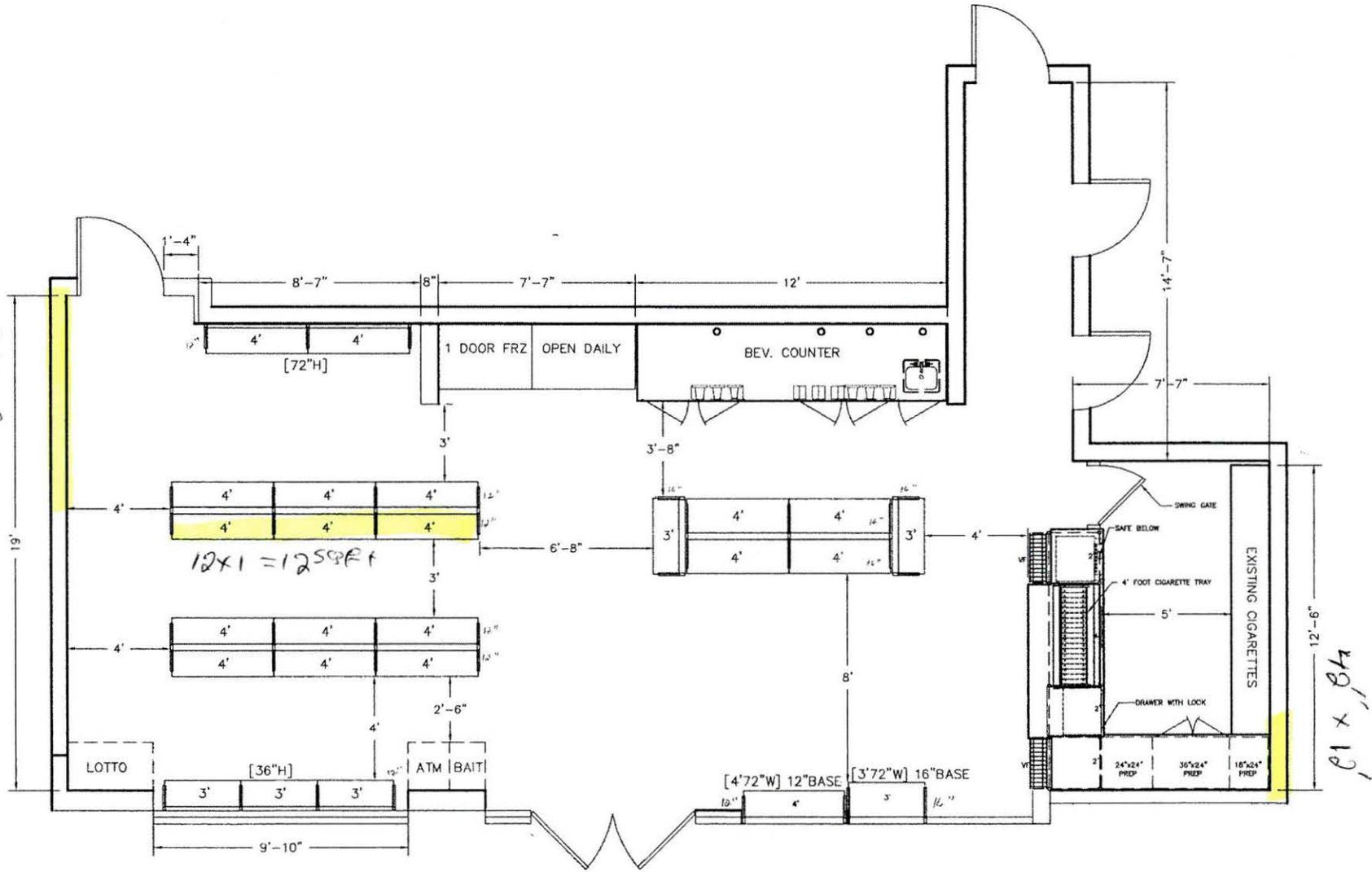
NOTE: THIS SURVEY WAS PREPARED USING INFORMATION PROVIDED ON CHICAGO GTC ORDER NUMBER 50001498 WITH AN EFFECTIVE DATE OF FEBRUARY 26, 2015.

Exacta Illinois Surveyors, Inc. is a full service, bonded land survey firm registered with the state of Illinois.

- Use of this Survey other than Intended, without Written Verification, will be
1. The Legal Description used to perform this survey was supplied by others. This survey does not detect improvements found above ground. Underground footings, utilities and encroachments are not shown.
 2. This survey only shows improvements found above ground. Underground footings, utilities and encroachments are not shown.
 3. If there is a septic tank, well or drain field on this survey, the location of such items was showed to the parties to whom it is certified.
 4. This survey is exclusively for the use of the parties to whom it is certified.
 5. Any additions or deletions to this plan or survey document are strictly prohibited.
 6. Dimensions are in feet and decimals thereof.
 7. Due to varying construction standards house dimensions are approximate.
 8. Any FEMA flood zone data contained on this survey is for informational purposes only. research to determine flood zone data is not performed by the signing surveyor to determine whether the property is in a flood zone.
 9. All pins marked as set 5/8 diameter, 18" iron rebar.
 10. An examination of the abstract of title was not performed by the signing surveyor to determine whether the property is in a flood zone.



*4 cooler doors
9' x 8' = 18 sq ft*



12' x 8' 1/2'

DRAWING DESCRIPTION:
STORE LAYOUT

ST CHARLES CITGO
307 W. MAIN ST

DWG. NO.	15-0277	DATE	08/31/2015
SCALE	1/4" = 1'-0"	DRAWN BY	MA

SHOPCO USA, INC.

7171 WEST SAM HOUSTON PKWY. N.
HOUSTON, TX. 77040 (713) 934-2900



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5c

Title:

Recommendation to approve a proposal for a new Class B license, and 1:00 am late night permit for Eden on the River Mediterranean restaurant to be located at 1 Illinois Street, St. Charles (former Charleston on the River location).

Presenter:

Chief Keegan, Police Department

Meeting: Government Operations Committee Date: August 21, 2017

Proposed Cost: \$

Budgeted Amount: \$

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

This is a request for a new Class B liquor license, and 1:00 am late night permit for Eden on the River to be located at 1 W Illinois Street, Suite 170 (former Charleston on the River location). Their business venue is an upscale Mediterranean restaurant specializing in Middle Eastern and Greek Cuisine. The applicant has been vetted by the Police Department and all documents are in order.

Pursuant to posting this item on the Government Operations Committee agenda, the Liquor Commission meeting is scheduled at 4:30 p.m., August 21 (same day) to process and move it forward before this committee. Final approval will be sought at the September 5, 2017 City Council meeting.

Attachments (please list):

Liquor License Application
Background Check
Site Plan
Menu

Recommendation/Suggested Action (briefly explain):

Recommendation to approve a proposal for a new Class B license, and 1:00 am late night permit for Eden on the River Mediterranean restaurant to be located at 1 Illinois Street, St. Charles (former Charleston on the River location).



Memo

Date: 08/18/17
To: Chief Keegan
From: Commander Mahan
Re: Liquor License Background, Eden on the River

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 Restaurant license and late night permit (01:00) for, Eden on the River. This business is to be located at 1 W. Illinois Street Suite 170. The space formerly known as Charleston on the Fox.

Applicant:

Alhalibi, Rawan



Application:

The application was received on 08/15/17. The application appears to be complete, including a floor plan, menu, and detailed business plan.

A copy of the lease and certificate of insurance was also included. The applicant is currently working on obtaining Basset Certification online. This certification is to be completed prior to 08/21/17.

Records Checks:

Rawan was fingerprinted. Responses from both the FBI and Illinois Bureau of Identification are pending.

A check of St. Charles and Kane County records showed no police contacts.

A check with her town of residency, Sycamore, Illinois revealed no negative police contacts.



A check with the City of DeKalb, where Rawan previously owned and operated a restaurant revealed no previous problems or issues with liquor licenses held in that city. The latest license held was a BYOB license, however a license for wine and beer had previously been held as well.

A check of the Illinois Liquor Control Commission showed no current license and no record of license revocation.

A check of TLO (law enforcement database) showed the information concerning her identity to be accurate and no areas of concern were noted.

SITE VISIT:

On 081517 I visited the location. No one was present at the business however I could see clearly in to the business and observed the outdoor dining area. This business plans to use the same floor plan as Charleston on the Fox had used with some changes to the décor. Rawan advised that a clear view in to the business will be maintained and that the fenced off outdoor dining area will remain in use as well. Access to the outdoor dining area will be through the business only. I advised Rawan that I would revisit the business to ensure that they have installed the proper signage, etc.

INTERVIEW WITH APPLICANT:

On 08/18/17 at approximately 0930 I met with Rawan and her husband at the police department front desk. They indicated that they have no liquor inventory at this time. They plan to be open for dinner initially with hopes to expand to lunch as well. They plan to have live music on Friday and Saturday nights until 11:30 PM. They were still considering whether they will use the late night permit or not. Rawan has been a U.S. Citizen for 7 years and her husband teaches at NIU. They previously operated Mediterraneo Grill in DeKalb, IL. Rawan indicated that all information in the application was correct.

This concludes this background investigation. Recommend approval.

EM

LIQUOR APPLICANT BACKGROUND CHECK LIST



APPLICANT(S): Rawan Alhalibi

BUSINESS: Eden On The River

ADDRESS: 1 W. Illinois St. Suite 170

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

* COMMENTS: Basset training in progress.
Certificate of Naturalization to be provided.

INVESTIGATOR ASSIGNED: E. Mahan #346

SUPERVISOR REVIEW: E. Mahan #346

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: _____
 Business Name: EDEN ON THE RIVER I

APPLICATION CHECKLIST

Check items to confirm all are attached to this application	Applicant	Office Use Only
Application Fee	<input type="checkbox"/>	<input type="checkbox"/>
Completed Application for all questions applicable to your business.	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Lease/Proof of Ownership	<input 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 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 type="checkbox"/>	<input 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 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 type="checkbox"/>
Copy of Business Plan, to include: Hours of Operation Copy of Menu Whether or not live music will be played at this establishment Will there be outdoor seating and/or outdoor designated smoking area Do not include a marketing or financial plan with this business plan	<input 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 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 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): **LLC**

B. Business Name: **EDEN ON THE RIVER I**

C. Business Address: **82-246869 1/2 W ILLINOIS ST 170 ST CHARLES IL 60174**

D. IL Tax ID Number: ~~82-24686944~~ E. Business Phone: **773-877-4561** F. Business E-mail: [REDACTED] G. Business Website: **EDENONTHERIVER.COM**

H. Contact Person: **RAWAN ALHALIBI** I. Title: **MANAGER** J. Phone No.: [REDACTED]

K. If Corporation, Corporation Name: **EDEN ON THE RIVER I LLC**

L. Corporation Address (city, state, zip code): **ILLINOIS ST CHARLES IL 60174**

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):		C. Number of Parking Spaces: 50	D. Outside Dining s.f. [17.20.020-R]: 3800	E. Holding Bar s.f. [5.08.010-F]: 24
F. Total Building s.f.: 4200	G. Total Number of Seats: 112	H. Number of Bar Seats: 24	I. Sale Counter s.f.: NONE	J. Live Entertainment Area s.f. [5.08.010-H]:
K. Kitchen s.f.: 1900	L. Cooler s.f.: 70	M. Dry Storage s.f.: 69	N. Seating Area s.f.: 2300	O. Retail/public Area s.f.: 0
P. Service Bar s.f. [5.08.010-O]: 0				

Q. Brief Business Plan description based on type of establishment listed above:
UPSCALE MEDITERRANEAN RESTAURANT SPECIALIZING IN MIDDLE EASTERN & GREEK CUISINE.

MANAGER INFORMATION

Full Name, include middle initial: **RAWAN AL HALABI** Title: **MANAGER**
 Birthdate: [REDACTED] Birthplace: **SURIA** 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: _____

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

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

1.

If yes, print name(s), date(s), and place(s) of naturalization:

RAWAN AL HALABI, CHICAGO,
MARCH 31, 2015

2. List the type of business of the applicant (5.08.070-3):

RESTAURANT

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

8 years

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

\$4000

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

ILLINOIS, ST CHARLES, ILL 60474

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: SHODEEN PROPERTIES

Address of Building Owner: 77 N. FIRST STREET GENEVA ILL 60134

Mailing Address of Building Owner (if different): SAME.

Phone Number: 630 - 232 - 7883 E-mail Address: JUSTIN - HEINZ @ SHODEEN .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 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: CITY OF DEKALB.</p> <p>Date: 2014 Location, City/State: 122 E. LINCOLN HWY. DEKALB IL 60115</p> <p>Special Explanations:</p> <p>Government Unit:</p> <p>Date: Location, City/State:</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 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): <u>08-11-2017</u></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</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)?
 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:

I now possess or have applied for a liquor license Class

Applicant's Name:

RAWAN AL HALABI

Name of Business:

EDEN ON THE RIVER

Business Address:

1 W ILLINOIS ST #70 ST CHARLES IL 60174

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

X Rawan Al Halabi 8-14-17

Applicant Signature

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: DAWAN (First) AL HALABI (Last) (Middle) Manager

Home Street Address: [REDACTED]

City, State, Zip: [REDACTED]

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: _____

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:

SIGNATURES

X Rawan Alhalabi
Applicant's Signature

Tracey R. Conti 8-15-17
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:

Name of Applicant:

Name of Business:

Address of Business:

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:

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? Yes 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? 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

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? Yes 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? Yes No

5. Is the place for which the alcoholic liquor license is sought a dwelling house, flat, or apartment used for residential purposes? Yes 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.) Yes 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: Yes 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 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 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 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 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 type="checkbox"/> Yes <input type="checkbox"/> No If no, state exceptions:
13.	Have all persons named in this application been fingerprinted? <input type="checkbox"/> Yes <input type="checkbox"/> No Fingerprinted by: _____ Date: _____
14.	Other necessary data:

**SIGNATURES
ENDORSEMENTS AND APPROVALS
INVESTIGATING OFFICER**

Investigating Officer Signature Badge Number & Rank

ENDORSEMENT OF THE CHIEF OF POLICE

Recommend Issuing Liquor License: Yes No

Signature Of Chief of Police Date

ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

Recommend Issuing: Yes No Date: _____

Comments: _____

Liquor Commissioner

ENDORSEMENT OF THE FIRE CHIEF

Recommend Issuing: Yes No Date: _____

Comments: _____

Fire Chief

ENDORSEMENT OF THE BUILDING COMMISSIONER

Recommend Issuing: Yes No Date: _____

Comments: _____

Zoning Classification: _____

Building Commissioner

ENDORSEMENT OF THE FINANCE DIRECTOR

Recommend Issuing: Yes No Date: _____

Comments: _____

Finance Director

APPROVAL OF THE CITY COUNCIL

Approved for Issuing: Yes No Vote: Ayes _____ Nays _____

Date: _____

Attested to by City Clerk

Eden on the River Proposal

Eden on the River will be an indoor and outdoor Mediterranean bar and grill in St. Charles, IL.

Rawan Alhalabi

Rawan grew up with a big family that had a background owning and running successful restaurants with an appreciation for food and music. Rawan was a successful attorney with a law degree from Damascus University in Syria. She moved to the City of DeKalb in 2009 and opened Mediterraneo, a casual dine in Mediterranean restaurant serving Syrian/Lebanese cuisine from 2009 to 2017. The restaurant maintained large and loyal following of patrons and fans both online and in person. The restaurant maintained a 4-star rating on Yelp and a 4.8 rating.

Unfortunately, Mediterraneo was forced to close because of the following. Firstly, the night club located next door to our restaurant had several infrastructure issues which inadvertently affected our restaurant and created a health hazard. Secondly, the building the restaurant was located in was planned to be redeveloped into a residential and retail community. However, the City of DeKalb offered Rawan up to 35% in tiff money to reopen the restaurant in downtown DeKalb. However, she strongly felt that it was time to transform Mediterraneo into a high-end establishment and the City of St. Charles specifically the downtown retail and entertainment district.

Market Overview

Eden on the River will be the only high-end family-owned Mediterranean restaurant in St. Charles. The City of St. Charles is only 35 miles west of downtown Chicago and is home a number of leading local and national employers. In addition, households in the area have an average income of around \$111,000. Furthermore, the St. Charles Park District, and annual festivals that are enjoyed by 200,000+ people annually creates added value for all St. Charles residents, businesses, and visitors. These demographic and market factors, will allow Eden on the River to become one of the "hot spots" in St. Charles, and a "must go to" restaurant for visitors and residents alike.

Competition

There are no upscale Mediterranean restaurants in St. Charles or in nearby areas like Batavia, Geneva, South Elgin, North Aurora, and Naperville. There are, however, many indirect competitors in the form of Mediterranean quick service restaurants. That being said, our direct competitors of upscale Mediterranean restaurants are 35 miles in the city of Chicago.

Location and Hours

Eden on the River will be located at 1 Illinois St, St Charles, IL 60174.

Tuesday to Thursday 4:00 pm to 11:00 pm

Friday and Saturday 4:00 pm to 1:00 am

Sunday 12:00 pm to 8:00 pm

Menu

The menu will offer a variety of classic and fusion Mediterranean dishes. The meat selection will be all grilled over real charcoal. Also, there will be a specialty oven to serve fresh pita bread. In addition to having the traditional American bar, there will be a focus on serving alcoholic beverages imported from countries from the Mediterranean region like Israel, Jordan, Lebanon, Turkey, and Spain.

Ethnic Ingredients and Recipes

The culinary team will produce authentic food from the Israeli, Greek, Lebanese, Syrian, and Turkish cuisines. Procuring all the traditional, authentic ingredients necessary to hold true to these varied and interesting cultural recipes.

Entertainment

Local bands, state, and international musical talent to entertain restaurant guests on International Night every Friday and Saturday night from 930 pm to 1130 pm. We will have different musical themes like Jazz, Arabic, Spanish, Flamingo and American music.

Conclusion

Rawan's success in the restaurant industry, and her close ties to the community, will ensure that Eden on the River will become one of the "hot spots" for Mediterranean cuisine in St. Charles, and a "must go to" restaurant for visitors and residents alike.

Thank you for your time and consideration!

Sincerely,

EMERGENCY SYMBOLS	
	EMERGENCY LIGHT, BATTERY BACKUP
	EXIT SIGN
	PULL STATION MTD 46" AFF
	STROBEHORN

HOLD HARMLESS STATEMENT
 The Architect is not guaranteeing the construction of the building. The user of these drawings by any Contractor, Subcontractor, Builder, Mechanic, Tradesman or Worker shall indicate a Hold Harmless Agreement between the drawing User and the Architect. The User shall in all respects hold the Architect harmless for any responsibility in regard to construction means, methods, techniques, sequences or procedures and for any safety precautions and programs of construction and the work and/or order shall hold the Architect harmless for costs and expenses arising from the negligence of Contractor, Subcontractor, Builders, Mechanic, Tradesman or Workers. The use of these drawings also implies that the Architect shall have no responsibility for the user's failure to carry out the work in accordance with the Drawing or Contract Documents.

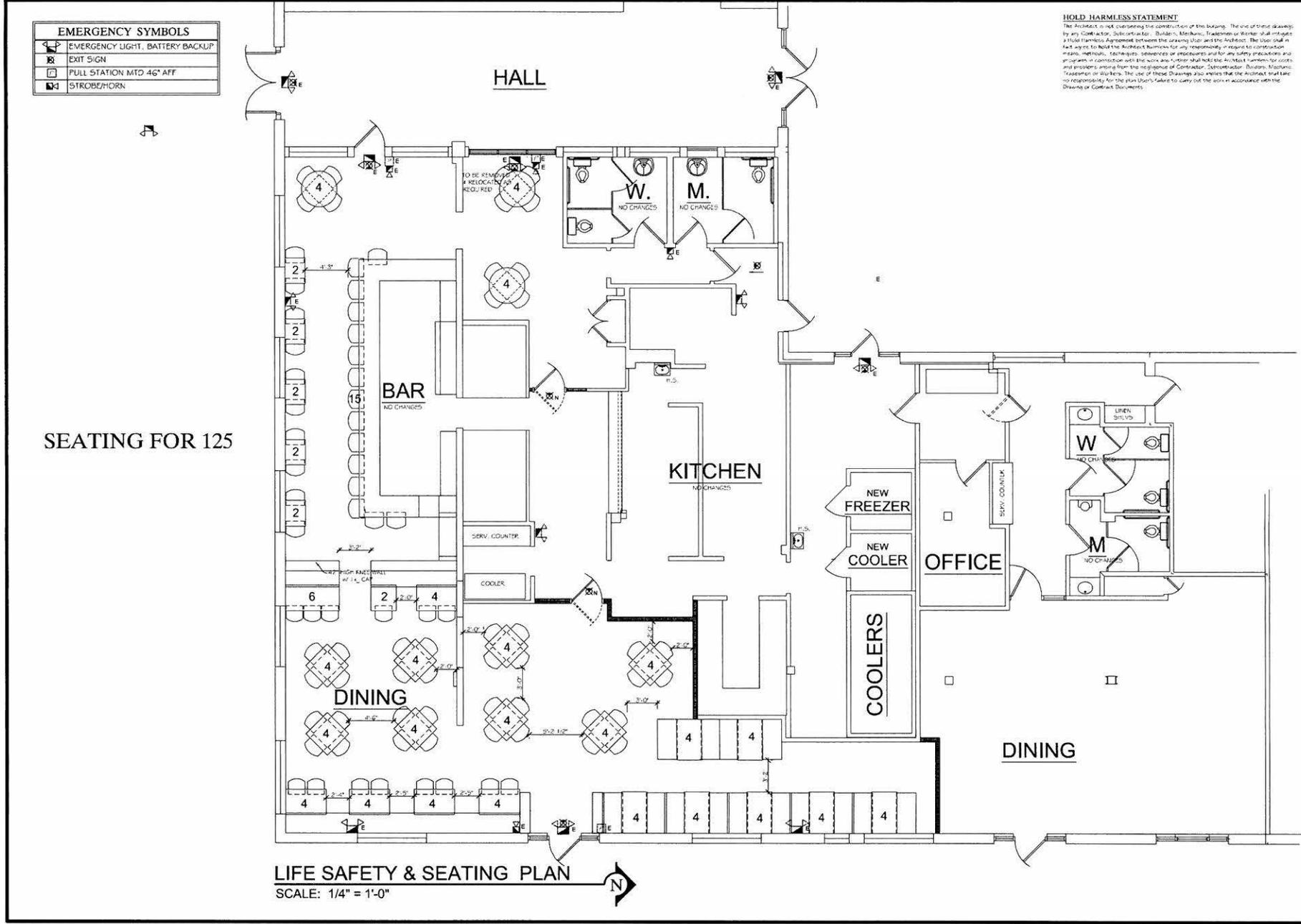
REVISIONS	BY

ARCHITECTURAL RESOURCES
 W. Alex Topel - Architect
 Robert M. Akers - Associate
 427 West 15th Street
 Geneva, Illinois 60134 - (630) 232-1774

I hereby certify that these plans were prepared under my supervision and to the best of my knowledge they conform to all applicable codes and ordinances, including the Illinois Accessibility Code and ANSI A117.1-1996.
 W. Alex Topel
 License # 1130176

LIFE SAFETY & SEATING PLAN
 Renovation at Fox Island Square
 Charleston on the Fox
 1 West Illinois
 St. Charles, Illinois - 60174

Date: 12/08/15
 Scale: AS NOTED
 Drawn: W.A.T.
 Job: 15-2470
 Sheet
A3
 Of 3 Sheets



Food Menu



APPETIZERS

Humus
Humus with ground
beef
Babaghanuj
Mtabal
Muhamara
Tzaziki
Cajun Potato
Kebbea
Burak
Feta cheese with dates
Dawali
Chicken Liver
Nakanek
Falafel
Spanakopita
Sagganaki

FRESH FROM THE- OVEN

Zaatar Pie
Cheese Pie
Beef Pie
Spinach Pie

SOUPS

Lentil
Mushroom

DESSERTS

Baklava
Date Cake
Halawat Jeben
Cheese Cake
Cream Caramel Flan
Traditional Plate

SALADS

Fatoush
Taboleh
Rocca
Caesar
Traditional

ENTREES

All entrees come with
rice, pita, and soup

Chicken Kabob
Kafta Kabob
Steak Kabob
Ground Chicken
Kabob
Shrimp Kabob
Fillet Mignon
Kabob Platter
Grilled Salmon
Lamb Shanks
Lamb Shops
Grilled Chicken
Veggie Kabob

SANDWICHES

Chicken Kabob
Kafta Kabob
Steak Kabob
Veggie Kabob
Eggplant
Shawarma
Gyro Quesadilla





AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 5d

Title: Recommendation to approve an Ordinance Amending Title 5, Entitled “Business Licenses and Regulations” Chapter 5.08, “Alcoholic Beverages”, 5.08.230, “Licensed Premises – Location Restrictions” of the St. Charles Municipal Code

Presenter: Chief Keegan, Police Department

Meeting: Government Operations Committee

Date: August 21, 2017

Proposed Cost: \$ 0

Budgeted Amount: N/A

Not Budgeted:

Executive Summary (if not budgeted please explain):

We have had trouble at times interpreting the “100 Foot Rule” as it pertains to our downtown business district. Our current ordinance states:

5.08.230 – Licensed Premises - Location Restrictions (Existing Language)

No license shall be issued for the sale at retail of any alcoholic liquor within 100 feet of any church, school other than an institution of higher learning, hospital, home for aged or indigent persons or for veterans, their spouses or children or any military or naval station, provided, that this prohibition shall not apply to hotels offering restaurant service, regularly organized clubs, or to restaurants, food shops or other places where sale of alcoholic liquors is not the principal business carried on, if such place of business so exempted currently holds a local liquor license issued by the City; nor to the renewal of a license for the sale at retail of alcoholic liquor on premises within 100 feet of any church or school where such church or school has been established within such 100 feet since the issuance of the original license. In the case of a church, the distance of 100 feet shall be measured to the nearest part of any building used for worship services or education programs and not to property boundaries. Nothing in this section shall prohibit the issuance of a license to a church or private school to sell at retail alcoholic liquor if any such sales are limited to periods when groups are assembled on the premises solely for the promotion of some common object other than the sale or consumption of alcoholic liquors.

Pursuant to a change in the state law (235 ILCS 5/6-11) that was passed on February 24th, 2017, I would recommend in favor of following and stipulating to the provisions of the Illinois Liquor Control Act. This would allow for both a clear and consistent basis for establishments looking to occupy retail space that might otherwise been left to interpretation. Please see the Attachment 1.

I recommend the following ordinance language in lieu of our existing stipulations under:

5.08.230 – Licensed Premises – Location Restrictions (Proposed Language)

The provisions of The Illinois Liquor Control Act (235 ILCS 5/6-11) are expressly adopted in its entirety by this reference and incorporated herein as though a part of this Act.

Pursuant to posting this item on the Government Operations Committee agenda, the Liquor Commission meeting is scheduled at 4:30 p.m., August 21 (same day) to process and move it forward before this committee. Final approval will be sought at the September 5, 2017 City Council meeting.

Attachments (please list):

Ordinance with amendments

Memo

235 ILCS 5/6-11

Recommendation/Suggested Action (briefly explain):

Recommendation to approve an Ordinance Amending Title 5, Entitled “Business Licenses and Regulations” Chapter 5.08, “Alcoholic Beverages”, 5.08.230, “Licensed Premises – Location Restrictions” of the St. Charles Municipal Code



Memo

Date: August 11, 2017
To: Mark Koenen, City Administrator
From: James Keegan, Chief of Police
CC: Raymond Rogina, Mayor/Liquor Commissioner
Re: Ordinance Modification - 5.08.230, "Licensed Premises – Location Restrictions"
(Liquor Code)

Introduction

The purpose of this memorandum is to explain in greater detail the proposed liquor code modification of the following:

5.08.230 – Licensed Premises - Location Restrictions (Existing Language)

We have had trouble at times interpreting the "100 Foot Rule" as it pertains to our downtown business district. Our current ordinance states:

No license shall be issued for the sale at retail of any alcoholic liquor within 100 feet of any church, school other than an institution of higher learning, hospital, home for aged or indigent persons or for veterans, their spouses or children or any military or naval station, provided, that this prohibition shall not apply to hotels offering restaurant service, regularly organized clubs, or to restaurants, food shops or other places where sale of alcoholic liquors is not the principal business carried on, if such place of business so exempted currently holds a local liquor license issued by the City; nor to the renewal of a license for the sale at retail of alcoholic liquor on premises within 100 feet of any church or school where such church or school has been established within such 100 feet since the issuance of the original license. In the case of a church, the distance of 100 feet shall be measured to the nearest part of any building used for worship services or education programs and not to property boundaries. Nothing in this section shall prohibit the issuance of a license to a church or private school to sell at retail alcoholic liquor if any such sales are limited to periods when groups are assembled on the premises solely for the promotion of some common object other than the sale or consumption of alcoholic liquors.

Pursuant to a change in the state law (235 ILCS 5/6-11) that was passed on February 24th, 2017, I would recommend in favor of following and stipulating to the provisions of the Illinois Liquor Control Act. This would allow for both a clear and consistent basis for establishments looking to occupy retail space that might otherwise been left to interpretation. Please see the Attachment 1.

I recommend the following ordinance language in lieu of our existing stipulations under:

5.08.230 – Licensed Premises – Location Restrictions (Proposed Language)

The provisions of The Illinois Liquor Control Act (235 ILCS 5/6-11) are expressly adopted in its entirety by this reference and incorporated herein as though a part of this Act.

I recommend in favor of the aforementioned ordinance modification, subject to City Council approval. Thank you in advance for your cooperation in this matter.

5/6-11. Sale near churches, schools, and hospitals, IL ST CH 235 § 5/6-11

KeyCite Yellow Flag - Negative Treatment
Proposed Legislation

West's Smith-Hurd Illinois Compiled Statutes Annotated
Chapter 235. Liquor
Act 5. Liquor Control Act of 1934 (Refs & Annos)
Article VI. General Provisions

235 ILCS 5/6-11

5/6-11. Sale near churches, schools, and hospitals

Effective: February 24, 2017

Currentness

§ 6-11. Sale near churches, schools, and hospitals.

(a) No license shall be issued for the sale at retail of any alcoholic liquor within 100 feet of any church, school other than an institution of higher learning, hospital, home for aged or indigent persons or for veterans, their spouses or children or any military or naval station, provided, that this prohibition shall not apply to hotels offering restaurant service, regularly organized clubs, or to restaurants, food shops or other places where sale of alcoholic liquors is not the principal business carried on if the place of business so exempted is not located in a municipality of more than 500,000 persons, unless required by local ordinance; nor to the renewal of a license for the sale at retail of alcoholic liquor on premises within 100 feet of any church or school where the church or school has been established within such 100 feet since the issuance of the original license. In the case of a church, the distance of 100 feet shall be measured to the nearest part of any building used for worship services or educational programs and not to property boundaries.

(b) Nothing in this Section shall prohibit the issuance of a retail license authorizing the sale of alcoholic liquor to a restaurant, the primary business of which is the sale of goods baked on the premises if (i) the restaurant is newly constructed and located on a lot of not less than 10,000 square feet, (ii) the restaurant costs at least \$1,000,000 to construct, (iii) the licensee is the titleholder to the premises and resides on the premises, and (iv) the construction of the restaurant is completed within 18 months of July 10, 1998 (the effective date of Public Act 90-617).

(c) Nothing in this Section shall prohibit the issuance of a retail license authorizing the sale of alcoholic liquor incidental to a restaurant if (1) the primary business of the restaurant consists of the sale of food where the sale of liquor is incidental to the sale of food and the applicant is a completely new owner of the restaurant, (2) the immediately prior owner or operator of the premises where the restaurant is located operated the premises as a restaurant and held a valid retail license authorizing the sale of alcoholic liquor at the restaurant for at least part of the 24 months before the change of ownership, and (3) the restaurant is located 75 or more feet from a school.

(d) In the interest of further developing Illinois' economy in the area of commerce, tourism, convention, and banquet business, nothing in this Section shall prohibit issuance of a retail license authorizing the sale of alcoholic beverages to a

City of St. Charles
Ordinance No. 2017-M-_____

**Ordinance Amending Title 5, Entitled “Business Licenses and Regulations”
Chapter 5.08, “Alcoholic Beverages”, 5.08.230, “Licensed Premises – Location
Restrictions” of the St. Charles Municipal Code**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES, KANE
AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:**

SECTION ONE: That Title 5 “Business Licenses and Regulations,” Chapter 5.08 “Alcoholic Beverages”, 5.08.230, “Licensed Premises – Location Restrictions” of the St. Charles Municipal Code, be amended as follows:

5.08.230 – Licensed Premises – Location Restrictions (Proposed Language)

The provisions of The Illinois Liquor Control Act (235 ILCS 5/6-11) are expressly adopted in its entirety by this reference and incorporated herein as though a part of this Act.

SECTION TWO: That after the adoption and approval hereof, this Ordinance shall (i) be printed or published in book or pamphlet form pursuant to the authority of the City Council, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

SECTION THREE: This Ordinance shall be in full force and effect ten (10) days from and after its passage by a vote of the majority of the corporate authorities now holding office, approval and publication in the manner provided by law.

PRESENTED to the City Council of the City of St. Charles, Illinois, this ____ day of _____, 2017.

PASSED by the City Council of the City of St. Charles, Illinois this ____ day of _____, 2017.

APPROVED by the Mayor of the City of St. Charles, Illinois, this ____ day of _____, 2017.

Raymond P. Rogina, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes : _____

Nays : _____

Absent : _____

APPROVED AS TO FORM:

City Attorney

DATE: _____



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 6a

Title:

Recommend Approval of Closing Parking Lot J and the 100 Block of Riverside Drive from 7 a.m. to 4 p.m. for Fire Department Open House Events

Presenter:

Fire Chief Joseph Schelstreet

Meeting: Government Operations Committee Date: August 21, 2017

Proposed Cost: \$0

Budgeted Amount: \$N/A

Not Budgeted:

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

In conjunction with the 2017 Fire Prevention Week activities, the Fire Department will be conducting its annual open house on Saturday, October 14th from 12 noon to 3 p.m. The open house will offer the public the opportunity to examine tools and equipment, watch demonstrations of various rescue procedures and ask any questions they may have regarding fire protection and emergency medical services. In addition, the opportunity will exist for attendees to obtain information regarding public safety at one of the vendor booths that will be set up inside Fire Station #1.

Attachments *(please list):*

Recommendation/Suggested Action *(briefly explain):* Recommend approval of closing parking Lot J and the 100 block of Riverside Drive from 7 a.m. to 4 p.m. for Fire Department Open House Events



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 7a

Title:	Recommend a motion to authorize City staff to execute an agreement with Harris Computer Systems for CityView software upgrade services for a not-to-exceed cost of \$158,708
Presenters:	Larry Gunderson, Director of Information Systems Rita Tungare, Director of Community & Economic Development

Meeting: Government Operations Committee

Date: August 21, 2017

Proposed Cost: \$158,708

Budgeted Amount: \$150,000

Not Budgeted:

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

The City’s current community development tracking and permitting software system, CityView Version 8.5, has been in use since 2004. As a result, it is outdated and does not fit current business needs. An initiative to replace the current system was addressed with Strategic Goal #11 of the City’s Strategic Plan - Explore Options for Updating the City’s Development Tracking System.

The City approached Harris Computer Systems, the vendor of CityView, to determine if the latest version of their software met the City’s functionality requirements. Based on extensive demonstrations by Harris, it was determined that the latest version of the software not only met the City’s requirements, but also had the option for additional functionality, such as online building permit submittals, that the City may adopt in the future.

As a result, City staff asked Harris to develop a plan and statement of work to upgrade CityView software. Harris responded to the City’s request by developing a scope of services that includes the following elements:

- Software and Licensing
- Project Management & Implementation Services
- Data Conversion
- Training
- Travel and Expenses

The proposed total cost for the CityView software upgrade is \$158,708. Funds for the CityView upgrade were budgeted in the Community and Economic Development Department budget for FY 2018. Plans are for Harris and City staff to complete the upgrade and be operational with the current version of CityView in April 2018.

Attachments *(please list):*

CityView Upgrade Services Recommendation

Recommendation/Suggested Action *(briefly explain):*

Recommend a motion to authorize City staff to execute an agreement with Harris Computer Systems for CityView software upgrade services for a not-to-exceed cost of \$158,708.



Memo

Date: August 21, 2017
To: Alderman Todd Bancroft
Chairman of the Government Operations Committee
From: Larry Gunderson, Director of Information Systems
Rita Tungare, Director of Community and Economic Development
Re: CityView Community Development and Permitting Software Upgrade

Purpose

This memorandum outlines the goals, objectives and process for entering into an agreement with Harris Computer Systems to provide software and services to upgrade to the current version of CityView software.

Background

CityView software is used by the Community and Economic Development Department to track and manage the submittal, review and approval of development projects and the review and issuance of building permits. In addition, the software is used by the City Administrator's office and the Police Department for managing the liquor license application process.

The current version of CityView software that the City is using was implemented in 2004. The software is nearing end-of-life for support from the software vendor, does not allow for management of the development process in accordance with City business processes, and does not link all relevant information together to enable staff to have a complete view of the development process. As a result, the City requires an updated community development tracking and permitting system that is built on current technology standards and can be adapted to meet the needs of the City's customers.

An initiative to replace the current system was adopted with Strategic Goal #11 of the City's Strategic Plan - Explore Options for Updating the City's Development Tracking

System. The initial phase of the strategic plan goal was the utilization of an outside consultant to guide staff through a comprehensive needs assessment and software requirements definition for a community development software solution. That phase of the project was recently completed.

Discussion

CityView community development and permitting software is one of several enterprise software applications that are used at the City. These enterprise applications support core City functions, incorporate multiple departments and business processes, and provide a high degree of functionality. In addition to community development and permitting software, other enterprise applications include:

- Asset Management / Computerized Maintenance Management
- Utility Billing
- Financials / Budgeting
- Payroll / Human Resources

Due to the extensive amount of software integration and common business functions that are shared with enterprise applications these software systems are often purchased as a common suite of software applications, or separate applications that are implemented together by a software integrator.

Since the City will be replacing or upgrading most of its enterprise applications within the next few years, an Enterprise Application Strategy was developed to ensure that the City implements its enterprise applications in a way that meets business needs and also considers the total cost of ownership of the software. As a result, a comprehensive Request for Proposal will be released by the City for all of its enterprise applications in FY 19.

However, due to the timing for implementation of each component of the enterprise application systems, and the need to upgrade the outdated version of CityView that the City is using, it was decided that an upgrade to CityView is required in advance of pursuing a potential replacement solution as part of the Enterprise Application Strategy.

The City approached Harris Computer Systems, the vendor of CityView, to determine if the latest version of their software met the City's functionality requirements. Based on extensive demonstrations by Harris it was determined that the software not only met the City's requirements, which include additional functionality for the management of code enforcement and scheduling of building inspections, but also had optional features, such as online building permit submittals, that the City may adopt in the future.

As a result, City staff asked Harris to develop a plan and statement of work to upgrade CityView software. Harris responded to the City's request by developing a scope of services that includes the following elements:

- Software and Licensing
- Project Management & Implementation Services
- Data Conversion
- Training
- Travel and Expenses

The proposed total cost for the CityView software upgrade is \$158,708. Funds for the CityView upgrade were budgeted in the Community and Economic Development Department budget for FY 2018. Plans are for Harris and City staff to complete the upgrade and be operational with the current version of CityView in April 2018.

Conclusion

Staff recommends that City Council approve City staff to enter in an agreement with Harris Computer Systems for CityView software upgrade services for a not-to-exceed cost of \$158,708.



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 8a

Title:	Motion to authorize the City Administrator and Finance Director to execute an agreement with Paymentus Corporation to provide customer payment processing services to the City
Presenter:	Julie Herr, Assistant Finance Director

Meeting: Government Operations Committee

Date: August 21, 2017

Proposed Cost: \$61,142 Estimated

Budgeted Amount: \$75,000

Not Budgeted:

Executive Summary (if not budgeted please explain):

Staff has evaluated proposals from seven entities to provide payment processing services for customers wishing to pay bills using credit cards (Visa, Mastercard, and Discover), debit cards, or from checking accounts. These services will be a replacement and enhancement for the existing Utility Billing Online application and services provided by Automated Merchant Systems (AMS).

Among the RFP responders, Paymentus Corporation offered the most robust features and the lowest costs. As with AMS, Paymentus collects a fee for each processed transaction. Per previous City Council direction, there is no “convenience fee” or other direct charge to the user of the service; the fees are absorbed by the general revenue stream of the utilities.

City utility customers currently make online payments through a website (Utility Billing Online) developed approximately 10 years ago by a former City employee. As a result, Utility Billing Online lacks features that many City customers now expect – such as payment scheduling, notifications by text or phone, and a mobile friendly design.

In addition to payment transaction processing, Paymentus provides a hosted customer payment portal with many of the requested features missing from the City’s existing web application. English and Spanish versions of the customer portal are planned. Paymentus’ fee schedule is based on a set per transaction fee for each payment processed through the payment portal website. There are no implementation costs or other on-going costs paid by the City for this service. Additionally, because the customer payment portal is hosted outside of the City’s network, software and website maintenance burdens on the City are reduced or eliminated - while at the same time offering expanded services to the City’s customers.

The actual cost of this agreement to the City is dependent upon the number and types of transactions that City customers initiate. The estimated cost of \$61,142 is based on historical transaction counts. The agreement is for an initial three-year term with automatic one year renewal periods (subject to a six month prior notice of intent not to renew). Transaction fees can change only in the event of changes initiated by Visa or Mastercard or significant changes to the base fee structure assumptions. In such a case, Paymentus will provide a 60 day notice prior to implementing the change.

We anticipate implementation of the Paymentus service for utility customers by the end of fiscal 2018.

Attachments (please list):

- Current costs versus Paymentus cost comparison
- Master Services Agreement

Recommendation/Suggested Action (briefly explain): Recommend a motion to authorize the City Administrator and Finance Director to execute an agreement with Paymentus Corporation to provide customer payment processing services to the City

City of St Charles
Comparison of Estimated Current and Paymentus Transaction and Total Costs
August, 2017

	Estimated Annual Transactions	Current		Paymentus	
		Per Transaction Fee	Annual Cost	Per Transaction Fee	Annual Cost
Transaction Costs - credit cards	21,000	Various	\$63,143	\$2.35	\$49,350
Transaction Costs - eChecks	12,000	\$0.20	\$2,400	\$0.50	\$6,000
Transaction Costs - ACH auto pay	50,000	\$0.10	\$5,000	\$0.10 existing \$0.50 new	\$5,792
			\$70,543		\$61,142

Transaction cost of .10 for existing ACH, .50 for new ACH; Utility Billing estimates that there are about 30 new ACH enrollments per month. This calculation assumes one month all transactions at .10 and 11 months where 30 additional per month go from .10 to .50.

Estimated Annual Transactions based on historical counts. If the mix of payment transactions changes, the total costs will change accordingly.

Paymentus

MASTER SERVICES AGREEMENT

Client:	City of St Charles, Illinois
Client Address:	2 East Main Street St. Charles, IL 60174
Contact for Notices to Client:	Penny Lancor, Senior Systems Analyst
Estimated Yearly Bills / Invoices:	210,000

This Master Services Agreement (“Master Agreement”) is entered into as of the Effective Date below , by and between the Client (“Client”) identified above and **Paymentus Corporation**, a Delaware Corporation (“Paymentus”).

WHEREAS Paymentus desires to provide and the Client desires to receive certain services under the terms and conditions set forth in this Agreement. Paymentus provides electronic bill payment services to utilities, municipalities, insurance and other businesses.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the parties, intending to be legally bound, hereby covenant and agree as follows. This Agreement consists of this signature page, General Terms and Conditions, and the attachments (“**Attachments**”) with schedules (“**Schedules**”) listed below:

Schedule A: Paymentus Service Fee Schedule

Schedule B: Schedule of Service Level

Schedule C: Minimum Insurance Requirements

This Agreement represents the understanding between the parties hereto with respect to its subject matter and may be changed only by agreements in writing signed by the authorized representatives of the parties. Paymentus may provide services described in one or more Statements of Work signed by an authorized representative of each party (each an “SOW”). Each SOW is incorporated by reference into, and will be governed by the provisions of, this Master Agreement. Each SOW will describe the services to be performed, the deliverables to be provided, the schedule, the charges, and other essential information. Any inconsistency between this Master Agreement, an SOW, or any purchase orders or supplemental agreements, shall be decided in this order of precedence: (i) purchase orders, (ii) Confidentiality Agreement, (iii) the SOW, including all Change Orders and Acceptance/Rejection Forms (as hereinafter defined), (iv) the Master Agreement

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives.

Paymentus

Client:

By: _____

Name: _____

Title: _____

Date: _____

Paymentus:

By: _____

Name: _____

Title: _____

Date: _____

GENERAL TERMS AND CONDITIONS

1 Definitions:

For the purposes of this Agreement, the following terms and words shall have the meaning ascribed to them, unless the context clearly indicates otherwise.

1.1 **“Agreement”** or **“Contract”** shall refer to this Agreement, as amended from time to time, which shall constitute an authorization for the term of this contract for Paymentus to be the exclusive provider of services, stated herein, to the Client

1.2 **“User”** shall mean the users of the Client’s services

1.3 **“Effective Date”** shall be the last date upon which the parties signed this Agreement. The Agreement will not be effective against any party until the said date

1.4 **“Launch Date”** shall be the date on which Client launches this service to the Users

1.5 **“Payment”** shall mean Users to make payments for Client’s services or Client’s bills

1.6 **“Payment Amount”** shall mean the bill amount User wants to pay to the Client.

1.7 **“Non-consumer Cards”** shall mean credit cards which are issued for business use. These high-cost cards may include corporate cards, purchase cards, business cards, travel and entertainment cards.

1.8 **“Services”** shall include the performance of the Services outlined in section 2 of this Agreement

1.9 **“Paymentus Authorized Processor”** shall mean a Paymentus authorized merchant account provider and payment processing gateway

1.10 **“Average Bill Amount”** shall mean the total amount of Payments collected through Paymentus system in a given month divided by the number of the Payments for the same month.

2 Description of Services to be performed

2.1 **Scope of Services**

Paymentus shall provide Users the opportunity to make Payments by Visa, MasterCard, Discover, E-check and other payment methods as deemed necessary by Paymentus. Payments may be made by Interactive Telephone Voice Response System (“IVR”) or secure Internet interface provided at the Paymentus Corporation’s web site or other websites part of Paymentus’ Instant Payment Network (“WebSites”), collectively referred to as the (“System” or “Platform”). The listed payment methods will continue to be offered for the entirety of the contract term.

2.2 **Professionalism**

Paymentus shall perform in a professional manner all Services required to be performed under this Agreement.

3 Compensation

3.1 **No Cost Installation**

Paymentus will charge no fees related to the initial setup and personalization of its standard service for both Web and IVR interfaces.

3.2 **Paymentus Service Fee**

For each payment, Paymentus will charge a Paymentus Service Fee as per Schedule A (hereinafter called “Paymentus Service Fee”).

For each payment, the Paymentus Service Fee collected will be used to pay the corresponding Credit Card transaction fees or transaction fees associated with Debit Cards or eChecks (hereinafter called “Transaction Fees”) except for the return items (eCheck returns or Credit/Debit Card chargebacks).

A schedule of Paymentus Service Fee is attached hereto as Schedule A. The Paymentus Service Fee is based on the Average Bill Amount, current payment method mix (credit vs debit vs e-check) and on the assumption that the total number of payments and the total Payment Amount collected each month from the use of non-consumer cards shall be under 5% of the total per month (“Fee Assumptions”). Client shall be billed an additional Paymentus Service Fees based on the rate of 3.5% of the

Payment Amount for any excess amount if the Fee Assumptions vary by more than 5%. Paymentus can amend this schedule upon prior written notice to the Client, if such change is required due to changes in the Visa and MasterCard regulations or changes in Credit Card fees or changes in the Average Bill Amount or changes in Fee Assumptions. Such written notice will be provided to Client no fewer than 60 days prior to implementing the change.

4 Payment Processing

4.1 Integration with Client's Billing System

At no cost to Client, Paymentus will develop interfaces with Client's billing system using Client's existing text file formats currently used to add billing information to, post payments to, synchronize customer information with, and remove deleted accounts from Client's billing system. Client will be responsible to provide Paymentus with the file format specifications and will fully cooperate with Paymentus during the development of the said interface. If Client chooses to create an automated file integration process to download the posting file, due to Paymentus security requirements, Client will use Paymentus specified integration process. Paymentus platform is an independent full service fully hosted platform per PCI-DSS requirements for a fully hosted solution. As such, Paymentus platform does and can function independent of any billing system integration. A payment posting file can be emailed or downloaded from Paymentus Agent Dashboard. If Client chooses to have Paymentus platform integrated with its billing system, Paymentus offers two options:

(i) Paymentus standard integration specification that Client can use to integrate its billing systems with Paymentus platform ("Standard Integration"); (or)

(ii) Paymentus to either customize or configure its platform to integrate with Client using file specification or APIs supported by Client's billing system ("Client Specific Integration")

If Client chooses Standard Integration, Paymentus agrees to fully cooperate with Client and provide its specification to Client. Paymentus also agrees to participate in meetings with Client's software vendor to provide any information or clarifications needed to understand Standard Integration. Time is of the essence and Paymentus agrees to provide all integration/interface specifications within 30 days from the Effective Date. Client will take commercially reasonable steps to develop the integration within 60 days from the date on which Client has received all integration specifications from Paymentus. Parties agree that if

Paymentus does not cooperate fully, it can lead to Client being unable to perform its duties to deliver the integration in time.

If Client chooses Client Specific Integration, Paymentus agrees to develop such integration at no cost to Client, provided however, Client agrees to fully cooperate with Paymentus and cause its software vendors to fully cooperate with Paymentus. Client agrees to provide all specification required for Client specific integration. Client further agrees to participate in testing with Paymentus and if needed, cause its billing software vendors to participate in testing. Time is of the essence and Client agrees to provide or make available all integration/interface specifications within 30 days from the Effective Date. Paymentus will take commercially reasonable steps to develop the integration within 60 days from the date on which Paymentus has received all the integration specifications from Client or its vendors. Parties agree that if Client does not cooperate fully or is unable to cause its software vendors to cooperate fully with Paymentus, it can lead to Paymentus being unable to perform its duties to deliver the integration in time.

Based on Client's use of Paymentus platform and respective modules selected under this Agreement, Paymentus will require the following integration points:

- (i) For one-time Payment Module:
 - a. Customer Information – Text File or Real-time
 - b. Payment Posting – Text File or Real-time
- (ii) For Recurring Payment Module
 - a. Text File
- (iii) For E-billing Module
 - a. Billing Data - Text File or Real-time link to billing data
- (iv) For Outbound Notification
 - a. Audience File – Text File for customer engagement messages

Each of these can be based on Standard Integration or Client Specific Integration.

4.2 Future Integrations

Future integrations between the Paymentus platform and other new or existing City software applications shall be completed at no cost to the Client in accordance with section 4.1 of this agreement.

4.3 PCI Compliance

Paymentus

For PCI Compliance, Client has two options for using Paymentus platform:

- (i) Paymentus Fully Hosted Solution; or
- (ii) Any other configuration

To substantially reduce or eliminate any PCI compliance risks and to render all Client systems out of scope from PCI compliance requirements, Client agrees to use Paymentus' fully hosted service where Paymentus uses its own platform to capture Payments and to manage the entire (end to end) user experience from all channels for Payment acceptance: Web, Mobile, IVR, POS devices (per Paymentus recommended setup), recurring payments, Ebill Presentment ("Paymentus Fully Hosted Solution").

Paymentus shall maintain its platform to capture Payments in a validated PCI DSS compliant environment including use of PCI PA-DSS validated software for processing credit card payments, with the software configured as directed by its PA-DSS Implementation Guide, as applicable.

If Client chooses any other integration (excluding embedded use of Paymentus API or redirects to Paymentus hosted payment page) such as third party web pages integrated with Paymentus APIs, third party gateway pages, or its own IVR systems or POS solution not recommended by Paymentus, or a cashiering module from third party, Client expressly agrees that Client shall not be exempt from PCI requirements and shall be liable for any data breaches occurring on its own systems as Client's recognizes that Client systems are participating in the transactions and are in scope for PCI compliance. Under such circumstances, Paymentus shall not be responsible for any PCI obligations outside of Paymentus own platform and Paymentus expressly disclaims any PCI or security obligations related to Client systems or any third party systems that participate in the payment transactions that are outside of Paymentus Platform.

Paymentus highly recommends that Client uses Paymentus Fully Hosted Solution to substantially reduce its PCI compliance and data breach risks.

If Client chooses to use any other option other than Paymentus Fully Hosted Solution, Client agrees and warrants that Client shall remain PCI compliant throughout the term of this Agreement. For clarity, just because Client uses PCI compliant applications such as its billing software, it does not eliminate the need for Client to be PCI compliant. Per PCI requirements, if a party's systems participate in processing, or accepting or storing

card transactions, such party is required to be PCI compliant as the systems are in scope.

4.4 Explicit User Confirmation

Paymentus shall confirm the dollar amount of all Payments to be charged to a Card and electronically obtain the User approval of such charges prior to initiating Card authorizations transaction. Paymentus will provide User with electronic confirmation of all transactions.

4.5 Merchant Account

Paymentus will arrange for the Client to have a merchant account with the Paymentus Authorized Processor for processing and settlement of the credit card transactions.

4.6 Card Authorization

For authorization purposes, Paymentus will electronically transmit all Card transactions to the appropriate card associations in real time as the transactions occur.

4.7 Settlement

Paymentus together with its authorized Card processor shall forward the payment transactions to the appropriate card organizations for settlement directly to the Client's depository bank account previously designated by the Client (hereinafter the "Client Bank Account").

Paymentus will debit the Paymentus Service Fees from Client's account on a monthly basis.

Paymentus together with Paymentus Authorized Processor will continuously review its settlement and direct debit processes for its simplicity and efficiencies. Client and Paymentus agree to fully cooperate with each other if Paymentus were to change its settlement and invoicing processes.

5 General Conditions of Services

5.1 Service Reports

Paymentus shall provide Client with reports summarizing use of the Services by Users for a given reporting period.

Hours of Operation

Paymentus Fully Hosted Solution will be present and ready for use, accessible in a usable form, seven (7) days per week, twenty-four (24) hours per day.

Paymentus

Client and Users' access is subject to outages for scheduled maintenance activities and unplanned events as defined in Schedule B - Schedule of Service Levels subject to the Force Majeure provisions in Section 7.9. Failure to maintain Hours of Operation shall be considered a material breach of this Agreement

5.2 User Adoption Communication by Client

Client may make Paymentus' Services available to its residential and commercial Clients by different means of Client communication including a) through utility bills, or other notices; b) by providing IVR and Web payment details on the Client's website including a "Pay Now" or similar link on a prominent place on the web site; c) through Client's general IVR/Phone system; and d) other channels deemed appropriate by the Client.

Paymentus shall provide Client with logos, graphics and other marketing materials for Client's use in its communications with its users regarding the Services and/or Paymentus.

Both parties agree that Paymentus may be presented as a payment method option. Client may communicate Paymentus option to its end residential and commercial Clients wherever Client usually communicates its other utility bill payment methods.

5.3 Independent Contractor

Client and Paymentus agree and understand that the relationship between both parties is that of an independent contractor.

5.4 Client's Responsibilities

In order for Paymentus to provide Services outlined in this Agreement, the Client shall cooperate with Paymentus by:

- (i) Client will enter into all applicable merchant Card or cash management agreements.
- (ii) For the duration of this Agreement, Client will keep a bill payment link connecting to Paymentus System at a prominent location on the Client website. The phone number for the IVR payment will also be added to the web site. Client may also add the IVR payment option as part of the Client's general phone system.

- (iii) User Adoption marketing as described in 5.2.
- (iv) Within 30 days of the merchant account setup, Client will launch the service to the Users.
- (v) For the purpose of providing Client a posting file for posting to Client's billing system, Client will provide the file format specification currently used to post its payments to the billing system. Client will fully cooperate with Paymentus and provide the information required to integrate with Client's billing system.

6 Governing Laws

This Agreement shall be governed by the laws of the state of Illinois.

7 Communications

7.1 Authorized Representative

Each party shall designate an individual to act as a representative for the respective party, with the authority to transmit instructions and receive information. The parties may from time to time designate other individuals or change the individuals.

7.2 Notices

All notices of any type hereunder shall be in writing and shall be given by Certified Mail or by a national courier or by hand delivery to an individual authorized to receive mail for the below listed individuals, all to the following individuals at the following locations:

To Client

C/O: Chris Minick, Director of Finance
Address: 2 East Main Street, St. Charles, IL 60174
Email: cminick@stcharlesil.gov

To Paymentus

C/O: President and CEO
Address: 13024 Ballantyne Corporate Place
Suite 450
Charlotte, NC 28277
Email: ceo@paymentus.com

Notices shall be declared to have been given or received on the date the notice is physically received if given by hand delivery, or if notices given by US Post, then notice shall be deemed to have been given upon on date said notice was deposited in the

Paymentus

mail addressed in the manner set forth above. Any party hereto by giving notice in the manner set forth herein may unilaterally change the name of the person to whom notice is to be given or the address at which the notice is to be received.

7.3 Interpretation

It is the intent of the parties that no portion of this Agreement shall be interpreted more harshly against either of the parties as the drafter.

7.4 Amendment of Agreement

Modifications or changes in this Agreement must be in writing and executed by the parties bound to this Agreement.

7.5 Severability

If a word, sentence or paragraph herein shall be declared illegal, unenforceable, or unconstitutional, the said word, sentence or paragraph shall be severed from this Agreement, and this Agreement shall be read as if said word, sentence or paragraph did not exist.

7.6 Attorney's Fees

If either party brings an Action to enforce its rights under this agreement, the prevailing party may recover its expenses (including reasonable attorneys' fees) incurred in connection with the Action and any appeal from the losing party.

7.7 Confidentiality

Client will not disclose to any third party or use for any purpose inconsistent with this Agreement any confidential or proprietary non-public information it obtains during the term of this Agreement about Paymentus' business, operations, financial condition, technology, systems, know-how, products, services, suppliers, Clients, marketing data, plans, and models, and personnel following public information disclosure laws of the State of Illinois. Paymentus will not disclose to any third party or use for any purpose inconsistent with this Agreement any confidential User information it receives in connection with its performance of the services.

7.8 Intellectual Property

In order that the Client may promote the Services and Paymentus' role in providing the Services, Paymentus grants to Client a revocable, non-exclusive, royalty-free, license to use Paymentus' logo and other service marks (the "Paymentus Marks") for such purpose only. Client does not have any right, title, license or interest, express or implied in and to any object code, software, hardware, trademarks, service mark, trade name, formula, system, know-how, telephone number, telephone line, domain name, URL, copyright image, text, script (including, without limitation, any script used by Paymentus on the IVR or the WebSite) or other intellectual property right of Paymentus ("Paymentus Intellectual Property"). All Paymentus Marks, Paymentus Intellectual Property, and the System and all rights therein (other than rights expressly granted herein) and goodwill pertain thereto belong exclusively to Paymentus.

7.9 Force Majeure

Paymentus will be excused from performing the Services as contemplated by this Agreement to the extent its performance is delayed, impaired or rendered impossible by acts of God or other events that are beyond Paymentus' reasonable control and without its fault or judgment, including without limitation, natural disasters, war, terrorist acts, riots, acts of a governmental entity (in a sovereign or contractual capacity), fire, storms, quarantine restrictions, floods, explosions, labor strikes, labor walk-outs, extra-ordinary losses utilities (including telecommunications services), denial of service attacks, and/or delays of common carrier.

7.10 Time of the Essence

Paymentus and Client acknowledge and agree that time is of the essence for the completion of the Services to be performed and each parties respective obligations under this Agreement.

8 Indemnification

8.1 Paymentus Indemnification and Hold Harmless

Paymentus agrees to the fullest extent permitted by law, to indemnify and hold harmless the Client and its governing officials, agents, employees, and attorneys (collectively, the "Client Indemnitees") from and against all liabilities, demands, losses, damages, costs or expenses (including reasonable attorney's fees and costs), incurred by any Client Indemnitee as a result or arising out of (i) the willful

misconduct or negligence of Paymentus in performing the Services or (ii) a material breach by Paymentus of its covenants.

8.2 Client Indemnification and Hold Harmless

Client agrees to the fullest extent permitted by law, to indemnify and hold harmless Paymentus, its affiliates, officers, directors, stockholders, agents, employees, and representatives, (collectively, the "Paymentus Indemnitees") from and against all liabilities, demands, losses, damages, costs or expenses (including without limitation reasonable attorney's fees and expenses) incurred by any Paymentus Indemnitee as a result or arising out of (i) the willful misconduct or negligence of Client related to the Services or (ii) a material breach of Client's covenants.

8.3 Warranty Disclaimer

Except as expressly set forth in this Agreement, Paymentus disclaims all other representations or warranties, express or implied, made to the Client or any other person, including without limitation, any warranties regarding quality, suitability, merchantability, fitness, for a particular purpose or otherwise of any services or any good provided incidental to the Services provided under this Agreement.

8.4 Limitation of Liability

Notwithstanding the foregoing, the parties agree that neither party shall be liable to the other for any lost profits, lost savings or other special, indirect or consequential damages, even if the party has been advised of or could have foreseen the possibility of such damages. Paymentus' total liability for damages for any and all actions associated with the Agreement or the Services shall in no event exceed the liability limits under any insurance placed or provided pursuant to this Agreement up to the full amount payable under such insurance.

8.5 Insurance Coverage

Paymentus shall be required to carry and evidence insurance coverage with the minimum requirements and limits applicable as defined in Schedule C- Minimum Insurance Requirements

In addition, Paymentus shall be required to carry and evidence the following insurance coverage:

- a) Technology Errors and Omissions Liability Insurance to cover all third party claim

arising out of any act, error, omission, or breach of contract provision of your technology services, hereunder, including loss arising from destruction of data, in the amount of at least \$1,000,000 per occurrence.

- b) Cyber Liability to cover all 3rd party loss from hacking attack or virus emanating from or passed through your computer system or a cloud provider's system into Client's systems in the amount of at least \$1,000,000 per occurrence.
- c) Privacy Liability to cover all security breach and notification cost resulting in actual or suspected loss of PII, credit card, healthcare records or any other records considered confidential for the Client's data located on service providers servers or on a cloud computing provider's system in the amount of at least \$1,000,000 per occurrence.

Each such liability policy shall name the Client as an Additional Insured for such liability of the Client, and each such first-party shall name the Client as a Loss Payee. Such insurance shall be worldwide; primary and non-contributing with respect to any insurance or self-insurance of the Client, subject to the reasonable advance approval of the Client and issued by insurers having rating reasonably satisfactory to the Client.

9 Term and Termination

9.1 Term

The term of this Agreement shall commence on the effective date of this Agreement and continue for a period of 3 (three) years ("Initial Term") from the Launch Date.

At the end of the Initial Term, this Agreement will automatically renew for successive one (1) year periods unless either Client or Paymentus provide the other party with not less than 6 (six) months prior written notice before such automatic renewal date that such party elects not to automatically renew the term of this Agreement.

Paymentus

9.2 Material Breach

A material breach of this Agreement shall be cured within 90 (ninety) days ("Cure Period") after a party notifies the other of such breach. In the event, such material breach has not been cured within the Cure Period, the non-breaching party can terminate this Agreement by providing the other party with a 30 (thirty) days' notice.

9.3 Nonappropriation of funds

In the event sufficient funds are not appropriated for Paymentus Service Fees or other contract payments to be made in a future fiscal year then the City at its sole discretion may terminate the Agreement at the end of the then current fiscal year, without penalty or additional expense of any kind whatsoever.

9.4 Upon Termination

Upon termination of this Agreement, the parties agree to cooperate with one another to ensure that all Payments are accounted for and all refundable transactions have been completed. Upon termination, Paymentus shall cease all Services being provided hereunder unless otherwise directed by the Client in writing.

Upon termination of this Agreement, Paymentus agrees to supply the Client with copies of all Client data and destroy or erase all Client data so that it cannot be read or reconstructed except as required by rules and regulations.

Paymentus

Schedule A – Paymentus Service Fee Schedule

Paymentus Service Fee charged to the Client will be based on the following model:

Fee Model
<input type="checkbox"/> Absorbed Model <input type="checkbox"/> Average Utility Bill Amount: \$ 250.00 <input type="checkbox"/> Paymentus Service Fee per qualified utility rate transaction <ul style="list-style-type: none"> • Credit/Debit Card \$ 2.35 (Visa, MasterCard, Discover utility Program Rate) • ACH/ eCheck \$ 0.50
<input type="checkbox"/> Non-Absorbed Model <input type="checkbox"/> Citation Bills: Paymentus Service Fee per transaction. Average Bill Amount: \$50.00 <ul style="list-style-type: none"> • Credit/Debit Card \$ 1.75 (Visa, MasterCard, Discover utility Program Rate) • ACH/ eCheck \$ 0.50
<input type="checkbox"/> Non-Absorbed Model <input type="checkbox"/> Other Government Bills: Paymentus Service Fee per transaction. . Average Bill Amount: \$50.00 <input type="checkbox"/> Credit/Debit Card \$ 1.75 (Visa, MasterCard, Discover utility Program Rate) <input type="checkbox"/> ACH/ eCheck \$ 0.50
<input type="checkbox"/> Existing Pre-Authorized ACH Customers (Max 4200 per month) \$0.10 cents per item to be processed. <input type="checkbox"/> New Bill email, text, or voice messages – no charge <input type="checkbox"/> Processed Payment email, text, or voice messages – no charge <input type="checkbox"/> Customer initiated Payment Due reminder email, text, or voice messages – no charge <input type="checkbox"/> Other email messages over 5,000 per month - \$.05 each <input type="checkbox"/> Other text messages over 5,000 per month - \$.15 each <input type="checkbox"/> Other voice messages over 5,000 per month - \$.15 each

Note: Maximum Amount per Account Payment is \$10,000.00. Multiple payments can be made.

Paymentus may apply different limits per transactions for user adoption.

Paymentus

Schedule B-Schedule of Service Levels

Customer Service Response (Client)	<p>For any customer service request via customercare@paymentus.com, a case is created immediately with a unique case number. A response is sent to the originator with the acknowledgement that a case has been created. Such response is sent within 15 minutes of the receipt of an email via Paymentus.</p> <p>On a triage basis, an appropriate severity level is assigned to the case and the following guidelines are setup for response times.</p> <p>Severity Levels:</p> <ul style="list-style-type: none"> • Severity 0: System Level Issue (Entire System is not operational) • Severity 1: Channel Level Issue (One Channel is not operational - Web, IVR or Agent Dashboard) • Severity 2: Business Process Issue (Batch Files, Payment Posting File) Unable to download via both Automated and On-demand via Agent Dashboard) • Severity 3: Individual Payment Issue or Research Request for Payments and Charge-backs. • Severity 4: Information Request, Questions, Clarifications, Change Request. This includes training calendaring, questions regarding files, Paymentus procedures, payment schedules or other similar information requests. <p>Response Timeframes:</p> <ul style="list-style-type: none"> • Severity 0: 30-60 minutes; Paymentus Executive Sponsor • Severity 1: 30-60 minutes; Paymentus Account Manager • Severity 2: 2-4 business hours; Paymentus Account Manager • Severity 3: one business day; Paymentus Account Manager • Severity 4: one business day; Paymentus Account Manager
Customer Service Response (User)	Paymentus will provide support to Users on its Online, Mobile and IVR systems seven days per week, twenty-four hours per day.
Bill Presentment Data	Provided the Client follows Paymentus standard integration guidelines, The timelines of presentment and receipt of bill data on the Biller Direct Site (i.e., the processing of the bill file so they are available to the System's customers within 6 hours of receipt of the bill file). Paymentus shall demonstrate that greater than 99.0% of all files are processed within the specified window.
Payment Posting Data	<p>Provided the Client follows Paymentus standard integration guidelines, the timelines for sending payment data for a biller-direct site using the System's financial institution for payment processing (i.e., payments requested before the cut-off time, Paymentus will create a payment instruction file every banking day and send a payment instruction file to the predefined financial institution for payment processing). Paymentus shall demonstrate that greater than 99.0% of all payment files are processed by the vendor within 6 hours of creating such files.</p> <p>Automated payment batch files, and on demand payment download capability, of payments processed before the cut-off time shall be made available to the Client within 2 hours of the designated cut-off time every banking day.</p>
System Availability	Online, Mobile and IVR system availability supported by Paymentus- Paymentus is expected to maintain a 99.5% system uptime (defined as an average of no more than 3.6 hours of downtime per month), including scheduled maintenance. Paymentus shall

Paymentus

	provide notice of scheduled maintenance to the Client via email two days in advance of the maintenance. The notice shall include the planned time of the disruption and the expected hour that Online, Mobile and IVR system availability will be restored to full functionality.
Maintenance and Updates	Paymentus shall provide maintenance for its Online, Mobile and IVR system(s), including updates and patches and install any updates or enhancements to its systems. Paymentus shall notify Client seven days prior to when an updated version is available, and provide a description of how the enhancement changes or modifies the Client or User experience.
Outbound Notification	Paymentus is required to generate the outbound notification 99% of the time within 6 hours of the event that generated that message.

Paymentus

Schedule C-Minimum Insurance Requirements

Paymentus shall be required to carry and evidence insurance coverage with a standard Acord Certificate of insurance with the following minimum requirements and limits applicable.

<u>Coverage</u>	<u>Limit</u>	
Automobile Liability	\$1,000,000	Combined single limit
Commercial General Liability	\$1,000,000	Per occurrence
	\$2,000,000	General aggregate

All Commercial General Liability policies must include Blanket Contractual coverage and Broad Form Vendors' Liability coverage

Workers' Compensation	\$500,000	Per accident
(Employers' Liability)	\$500,000	Disease limit
	\$500,000	Each Disease
Umbrella Liability	\$5,000,000	Limit

Cancellation or Alteration

The policies of insurance required by this exhibit shall provide that they cannot be cancelled or altered in any way changing coverage except after 30 days' prior written notice by certified mail to owner.

Workers' Compensation and General Liability Waiver of Subrogation in favor of the Client.

Insurance Certificates must be submitted ten(10)days prior to any work being performed to allow review of certificates.

Additional Insured and Broad Form Vendors' Liability in favor of the Client.

The Client must be named as an Additional Insured with the following wording appearing on the Certificate of Insurance: "The City of St. Charles and any official, trustee, director, officer, or employee of the City (plus any holder or mortgage as designated by the City) as to any and all projects, as an Additional Insured for the Commercial General Liability as respects any and all projects for any work being performed and this coverage will be primary and noncontributory."

Minimum insurance Carrier

All insurance carriers must comply with the minimum AN Best rating of A-VI for all insurance carriers.

Paymentus

Customer:

By: _____

Name: _____

Title: _____

Date: _____

Paymentus:

By: _____

Name: _____

Title: _____

Date: _____



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 9a

Title:

Recommendation to Approve a Resolution Authorizing the Mayor and the City Clerk of the City of St. Charles to Approve the Award of a 2017 Ford F-550 XL 4X4 Chassis Cab To Currie Motors (SPC Contract), and Truck Equipment Body Modifications to Monroe Truck Equipment (NJPA Contract) and Sell Replaced Vehicle #1740 2003 F-550.

Presenter:

Michael Shortall, Purchasing Manager

Meeting: Government Operations Committee

Date: August 21, 2017

Proposed Cost: \$72,505

Budgeted Amount: \$68,000

Not Budgeted:

Executive Summary (if not budgeted please explain):

We are seeking approval to purchase a new 2017 Ford F-550 XL 4X4 Chassis Cab (Currie Motors SPC) and Truck Equipment Modifications (Monroe Truck, NJPA) for use by the Water Division.

Prices for the chassis were solicited from Currie Motors, approved bidder through the Suburban Purchasing Cooperative, and Zimmerman Ford, a local vendor.

<i>Chassis Quotes:</i>	
Currie Motors (Suburban Purchasing Cooperative)	\$35,351
Zimmerman Ford (Local vendor)	\$37,791
<i>Truck Equipment Modifications:</i>	
Monroe Equipment (National Joint Powers Alliance)	\$37,154

The competitively bid Suburban Purchasing Cooperative quote (Currie Motors) was lower than the local vendor (Zimmerman Ford). We therefore seek approval to purchase the Chassis through Currie Motors and the body modification through Monroe Truck Equipment (NJPA Contract).

This vehicle was approved by the City Fleet Committee and is included in the FY 17/18 budget. Finally, we are seeking approval to sell the replaced 2003 Ford F-550-4X4, Vehicle #1740, via an online auction site.

Attachments (please list):

Quote/email & Resolution

Recommendation/Suggested Action (briefly explain):

Recommendation to approve a Resolution Authorizing the Mayor and the City Clerk of the City of St. Charles to Approve the Award of a 2017 Ford F-550 XL 4X4 Chassis Cab To Currie Motors (SPC Contract), and Truck Equipment Body Modifications to Monroe Truck Equipment (NJPA Contract) and Sell Replaced Vehicle #1740 2003 F-550.

**City of St. Charles, Illinois
Resolution No. _____**

A Resolution Authorizing the Mayor and the City Clerk of the City of St. Charles to Approve the Award of a 2017 Ford F-550 XL 4X4 Chassis Cab To Currie Motors (SPC Contract), and Truck Equipment Body Modifications to Monroe Truck Equipment (NJPA Contract) and Sell Replaced Vehicle #1740

**Presented & Passed by the
City Council on _____, 2017**

BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the Mayor and City Clerk be and the same are hereby authorized to approve the award of a 2017 Ford F-550 XL 4x4 Chassis Cab to Currie Motors, and Truck Equipment Body Modification to Monroe Truck Equipment and sell Replaced Vehicle #1740 2003 F-550.

PRESENTED to the City Council of the City of St. Charles, Illinois,
this _____ day of August, 2017

PASSED by the City Council of the City of St. Charles, Illinois this _____ day of August, 2017

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of August, 2017

Raymond P. Rogina, Mayor

ATTEST:

City Clerk

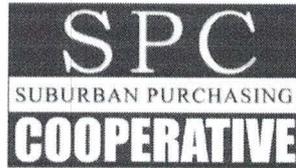
COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



ALL NEW
2017 FORD F-550
XL 4X2 CHASSIS CAB
Contract# 146



Currie Motors Fleet

“Nice People To Do Business With”

Your Full-Line Municipal Dealer
www.CurrieFleet.com

GOOD THRU: ORDER CUT-OFF



Currie Motors Frankfort



SPC Contract Winner

ALL NEW

2017 FORD F-550

XL 4x2 CHASSIS CAB

Call Tom Sullivan (815) 464-9200

Standard Package: \$29,878.00

Warranty 3 Years 36, 000 miles Bumper to Bumper/ 5 Years 60,000 Power train

6.8L 3 Valve Gasoline SOHC V-10
6-Speed Automatic w/ Select Shift
4-Wheel Disc Brakes
Front Black Painted Bumpers
Solar Tint Glass
Front Splash Guards
3-Blink Lane Change Signal
Front Tow Hooks
19.5" Argent Steel Wheels
4 - LT225/70Rx19.5GBSW Tires
240 Amp Heavy Duty Alternator
Oil minder System
Mono-Beam Front Axle w. coil
spring suspension

H.D. Gas Shock Absorbers
Front/Rear Stabilizers
Air Conditioner – Manual
Dome Lamp
AM/FM/Clock
Manual Door Locks & Windows
Intermittent Windshield Wiper
Advance Trac with Roll Stability
Control
Driver and Passenger Front & Side
Airbag/Curtain
Passenger Side Deactivation Switch
Free delivery within 50 miles of
dealership

GOOD THRU: ORDER CUT-OFF



Options – Body Style

<input type="checkbox"/>	Super Cab 60" Cab to Axle	2370.00
<input type="checkbox"/>	Crew Cab 60" Cab to Axle	3440.00
<input type="checkbox"/>	84" Cab to Axle Up grade	262.00

Options – Engine, Transmission, Powertrain

<input type="checkbox"/>	6.8L V-10 with 6-speed Automatic (Includes Gaseous Prep)	N/C
<input type="checkbox"/>	6.7L OHV Power Stroke Diesel with 6 Speed Automatic	7908.00
<input checked="" type="checkbox"/>	4x4 with Manual Transfer Case	2875.00
<input checked="" type="checkbox"/>	Limited Slip Axle	332.00
<input checked="" type="checkbox"/>	PTO Provision	239.00
<input type="checkbox"/>	213 Electronic Shift On the Fly 4x4 (N/A with 6.8L Engine, Requires 4x4 with manual transfer case)	158.00
<input type="checkbox"/>	41H Engine Block Heater	64.00
<input type="checkbox"/>	Engine Idle Shut Down	231.00
<input type="checkbox"/>	67B Dual Extra Duty Alternators (requires Diesel Motor)	105.00
<input type="checkbox"/>	98R Operator Command Regeneration (requires Diesel Motor)	231.00
<input type="checkbox"/>	65M 28.5 Gallon Mid Ship Tank	115.00
<input type="checkbox"/>	65C Dual Tanks (Requires Diesel Motor)	575.00
<input type="checkbox"/>	Powertrain Care 3 Year 100,000 Warranty 4x2 Gasoline Motor	1,595.00
<input type="checkbox"/>	Powertrain Care 3 Year 100,000 Warranty 4x4 Gasoline Motor with Snow Plow Prep	2,750.00

Options – Wheels/Tires

<input type="checkbox"/>	TFB LT225/70Rx19.5G BSW A/S	STD
<input type="checkbox"/>	THB LT225/70Rx19.5G BSW Traction	175.00
<input type="checkbox"/>	TGB LT225/70Rx19.5G BSW Max Traction	197.00
<input type="checkbox"/>	512 Spare Tire and Wheel	272.00
<input type="checkbox"/>	945 Stainless Steel Wheel Covers	377.00

Options - Functional

<input type="checkbox"/>	63C AFT-Axle Frame Extension (Regular Cab Only)	105.00
<input type="checkbox"/>	924 Privacy Glass	27.00
<input type="checkbox"/>	61J Jack – 6 Ton	51.00
<input type="checkbox"/>	43B Rear Defroster (requires privacy glass)	56.00
<input type="checkbox"/>		

Options - Groups/Packages

<input checked="" type="checkbox"/>	96V XL Value Package ▪ Cruise Control ▪ AM/FM/CD/Clock	663.00
<input type="checkbox"/>	68M Payload Upgrade Package (Requires Diesel Motor and Limited Slip Axle)	1063.00



<input type="checkbox"/> 535	High Capacity Trailer Tow Package (Requires Payload Upgrade Pkg Diesel Motor)		993.00
<input type="checkbox"/> 90L	Power Equipment Group <ul style="list-style-type: none"> ▪ Heated power mirrors with integrated clearance lamps/turn signals ▪ Perimeter Alarm ▪ Accessory Delay ▪ Power Windows/Locks/Tailgate Lock ▪ Remote Keyless ▪ Upgraded door trim 	<input type="checkbox"/> Regular Cab: <input type="checkbox"/> Crew/Super:	841.00 1035.00
<input checked="" type="checkbox"/> 73	Snow Plow Prep Package <ul style="list-style-type: none"> ▪ Upgraded Front Springs ▪ Extra Heavy-Duty Alternator 		79.00
<input type="checkbox"/> 67H	Heavy Service Front Suspension – Heavy Service Front Springs		115.00

Options – Interior

<input type="checkbox"/> 43L	110V/400W Outlet		69.00
<input type="checkbox"/> 41A	Rapid Heat Supplemental Cab Heater (requires Diesel Motor)		231.00
<input checked="" type="checkbox"/> 18A	Upfitter Interface Module for PTO Programming		272.00
<input type="checkbox"/> 76Z	Advanced Security Pack <ul style="list-style-type: none"> ▪ Securilock ▪ Passive Anti-Theft ▪ Inclination/Intrusion Sensors 		56.00
<input type="checkbox"/> 63A	Utility Lighting System (Requires Power Equipment Group)		148.00
<input checked="" type="checkbox"/> 18B	Platform Running Boards	<input checked="" type="checkbox"/> Regular Cab <input type="checkbox"/> Super / Crew Cab	295.00 341.00

Options – Other

<input type="checkbox"/> 872	Rearview Camera Prep Kit – Displays in Rearview Mirror (Requires XL Value Package Not Available With Utility Lighting System)		381.00
<input type="checkbox"/> 76J	Remote Start (Requires Power Equipment Group)		180.00
<input type="checkbox"/> 76R	Reverse Sensing System		225.00
<input checked="" type="checkbox"/> 1M	SYNC System (Requires AM/FM/ CD)		336.00
<input checked="" type="checkbox"/> 52B	Trailer Brake Controller		249.00
<input type="checkbox"/>			

Options – Fleet

<input type="checkbox"/> 17F	XL Décor Group		203.00
<input type="checkbox"/>	A/C Delete (N/A with Power Equipment Group)		-726.00
<input type="checkbox"/> 525	Cruise Control		216.00
<input checked="" type="checkbox"/> 42	Daytime Running Lights		41.00



<input type="checkbox"/>	556	Driver Passenger Side Airbags/Curtain Delete	-180.00
<input type="checkbox"/>	557	Front Passenger & Side Airbags/Curtains Delete	-180.00
<input type="checkbox"/>	585	AM/FM/CD (Required with SYNC)	253.00
<input type="checkbox"/>			

Options – Accessories

<input type="checkbox"/>			
<input type="checkbox"/>	91S	LED Warning Strobes (Requires CHMSL)	603.00
<input type="checkbox"/>	76C	Back Up Alarm	128.00
<input type="checkbox"/>		Rustproofing & Undercoating	395.00
<input type="checkbox"/>		4 Corner Strobes (Requires Upfitter Switches)	795.00
<input type="checkbox"/>		9' Electric Hydraulic Dump Body – Black Finish (Requires hitch plate)	6,895.00
<input type="checkbox"/>		9' Steel Service Body – White Finish	7,185.00
<input type="checkbox"/>		8'6" Western Snow Plow	5,095.00
<input type="checkbox"/>		8'6" Boss Snow Plow	5,095.00
<input type="checkbox"/>		Hand Held Controller (Requires Plow)	90.00
<input type="checkbox"/>		Snow Deflector	295.00
<input type="checkbox"/>		Detailed CD Rom Shop Manual	325.00
<input type="checkbox"/>		Delivery More than 50 Miles	185.00
<input checked="" type="checkbox"/>		MSO-Only	N/C

Exterior

<input type="checkbox"/>		Race Red	
<input type="checkbox"/>		Blue Jeans Metallic	
<input type="checkbox"/>		Caribou	
<input type="checkbox"/>		Shadow Black	
<input type="checkbox"/>		Magnetic	
<input type="checkbox"/>		Ingot Silver Metallic	
<input checked="" type="checkbox"/>		Oxford White	
<input type="checkbox"/>		Special Paint (minimum 5 units. No minimum for School Bus Yellow)	612.00

Interior

<input type="checkbox"/>		Steel 40/20/40 Vinyl	STD
<input checked="" type="checkbox"/>		Steel 40/20/40 Cloth	92.00
<input type="checkbox"/>		Steel 40/Console/40 Vinyl- No Armrest Included (Regular Cab Only)	327.00
<input type="checkbox"/>		Steel 40/Console/40 Cloth- No Armrest Included	473.00



Please enter the following:

Agency Name & Address

City of St. Charles

Contact Name

Phone Number

Purchase Order Number

Fleet Identification Number

Tax Exempt Number

Total Dollar Amount

35,351.00

Total Number of Units

1

Delivery Address

Please submit P.O. & tax exempt letter with Vehicle Order:

*Currie Motors
9423 W. Lincoln Hwy
Frankfort, IL 60423
PHONE: (815)464-9200 FAX: (815) 464-7500
CurrieFleet@gmail.com
Contact Person: Tom Sullivan*

IF WE HAVE MISSED AN OPTON, PLEASE CONTACT OUR OFFICE.
COMPLETE UNITS IN STOCK FOR IMMEDIATE DELIVERY, CAN BE VIEWED
ON OUR WEBSITE WWW.CURRIEFLEET.COM

SPC
SUBURBAN PURCHASING
COOPERATIVE

VE 1740
WA 5026

Mike Shortall
Purchasing Director
City of St Charles

Specifications for 2017 Ford F550 XL 4x2 Chassis Cab

6.8L V10 sohc engine
4 wheel disc brakes with ABS
Black molded grill
Tinted glass
Black front fender wheel opening moldings
19.5" Argent painted steel wheels
2.3" IP cluster productivity screen
Air conditioning
40/20/40 vinyl front bench seat
Tilt/telescoping steering column
Advance trac with RSC
Front, side & curtain airbags
Automatic headlamps
AM/FM radio
Map lights
750 CCA battery

SALE PRICE **\$31,280**

6-speed automatic w/select shift
Black painted front bumper
40 gallon aft axle fuel tank
Front mud flaps
Front tow hooks (2)
intermittent wipers
(2) 12V power point
Black vinyl floor covering
Power steering
Upfitter switches (6)
LED roof clearance lights
telescoping trailer tow mirrors
HD 240 amp alternator
Stabilizer bars Front & rear
HD gas shocks
225/70Rx19.5 all season tires

OPTIONAL EQUIPMENT

<input type="checkbox"/> 4X4 with manual transfer case	2750
<input type="checkbox"/> Cloth 40/20/40 bench seat	92
<input type="checkbox"/> Limited slip rear axle	332
<input type="checkbox"/> Power equipment group	841

___ Snow plow prep package	79
___ Electric brake controller	250
___ Molded black cab steps	295
___ Sync 3 system (Bluetooth)	336
___ Daytime running lights	41
___ XL value package	663
___ Upfitter interface module	272
___ Transmission PTO provision	257
___ Rubber all weather molded tray style mats	90
___ Municipal license & title	128
___ Extra PATS key without remote entry	85

TOTAL

\$37791

WARRANTY

Bumper to bumper	3 years/36000 miles
Powertrain	5 years/60000 miles
Diesel engine	5 years/100000 miles
Corrosion perforation	5 years/unlimited miles

Please call me with any questions
 Bill Wackerlin
 Commercial sales

**City of St. Charles, Illinois
Resolution No. _____**

A Resolution Authorizing the Mayor and the City Clerk of the City of St. Charles to Approve the Award of a 2017 Ford F-350 Pick-up Chassis, with Knapheide KUV Body/Tommy Lift to Zimmerman Ford and Sell Replaced 2009 Ford F-550 Vehicle #1879

**Presented & Passed by the
City Council on _____, 2017**

BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that the Mayor and City Clerk be and the same are hereby authorized to approve the award of a 2017 Ford F-350 Pick-up Chassis, with Knapheide KUV Body/Tommy lift to Zimmerman Ford and Sell Replaced 2009 Ford F-550 SD Vehicle #1879.

PRESENTED to the City Council of the City of St. Charles, Illinois, this _____ day of August, 2017

PASSED by the City Council of the City of St. Charles, Illinois this _____ day of August, 2017

APPROVED by the Mayor of the City of St. Charles, Illinois, this _____ day of August, 2017

Raymond P. Rogina, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain:



2525 East Main Street • St. Charles, IL 60174 • Phone: 630-584-1800 • Fax: 630-584-9886

SPECIFICATIONS FOR 2017 FORD F350 4X2 CAB & CHASSIS

SALE PRICE FOR STANDARD PACKAGE \$24,139

Standard powertrain 6.2L V8 with 6 speed Automatic transmission

POWERTRAIN/FUNCTIONAL

- Alternator – 157 Amp, Heavy-Duty
- Brakes – Power 4-wheel disc/4-wheel anti-lock
- Fuel tank
 - 28 gallon mid ship (F-350 SRW)
 - 40 gallon aft axle (F-350 DRW)
- Oil minder system
- Shock absorbers – heavy-duty gas
- Springs, rear auxiliary
- Stabilizer bar – front and rear
- Stationary Elevated Idle Control (SEIC)
- Steering damper
- Steering – power
- Trailer wiring – 7 wire harness w/relays, blunt cut & labeled

EXTERIOR

- Door handles – Black
- Doors: 2
- Glass
 - Solar-tinted :
- Lights – roof clearance
- Trailer Tow hooks – front (2)

INTERIOR

- Convenience
 - Coat hooks, RH/LH color-coordinated
 - Dash top tray
- RH/LH door activated & I/P switch operated w/delay
- Grab handles, driver & front-passenger

- Powerpoint, auxiliary
- Door-trim – color-coordinated molded w/grab handle & reflector
- Headliner – color-coordinated cloth
- Hood release
- Horn – dual electric
- Instrument panel – color-coordinated w/glove box, (4 air registers w/positive shut-off, powerpoint and upfitter switches
- Instrumentation – Multi-function switch message center with Ice Blue® Lighting three button message control on steering wheel for XL
- Scuff plates – color-coordinated
- Windshield wipers – interval control

SAFETY/SECURITY

- Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
 - Belt-Minder®, chime & flashing warning lights on I/P if belts not buckled
 - Child tethers Cab front-passenger
 - Safety Belts – Color-coordinated safety belts w/height adjustment (front-outboard seating positions only)
 - SOS Post-Crash Alert
- Manufacturer D&D

3 Year 36,000 Mile Limited Bumper to Bumper Warranty
5 Year 60,000 Mile Powertrain Warranty

OPTIONS FOR F350 CAB & CHASSIS

- 4x4 with manual transfer case.....3650
- Cloth seating92
- 4.30 limited slip axle.....323
- Power equipment group; windows, locks & mirrors.....841
- Black platform running boards.....295
- Electronic shift on the fly 4x4.....171
- Electric brake controller.....249
- Sync hands free Bluetooth system.....336
- Daytime running lights.....41
- XL value package; am/fm cd, cruise control, chrome bumper.....663
- 1 extra key without remote entry.....90
- All weather rubber floor mats.....90
- Municipal license & title.....128
- Delivery to city of ST CharlesN/C
- Knapheide #6108D54J1 9ft service body for DRW chassis
 Stainless steel paddle latches, LED flush mount light kit,
 LED back up lights,
 Front rock guards aluminum tread plate
 Master locking system
 Rear window protector
 Spray on bedliner to floor and side walls
 Class V trailer hitch with trailer socket.....8537
- 4 corner strobe lights surface mount.....700
- Tommy gate G2 series 1300lb capacity with steel platform.....2695

NOTE: deletes rear bumper and tailgate

TOTAL PRICE

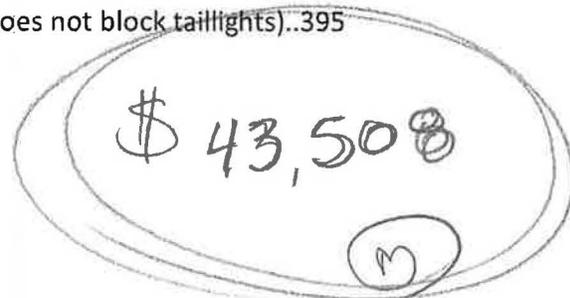
\$43,040

Other options to consider

- Snow plow prep package.....73
- LED light bar for under Tommy gate (gate does not block taillights)..395

Please call me with any questions

Bill Wackerlin
 Commercial sales


 A large handwritten price of \$43,508 is circled in black. Below the price, the letter 'M' is circled in black.

Shortall, Mike

From: Steve Decker <steve.decker@landmarkauto.com>
Sent: Tuesday, July 18, 2017 8:37 AM
To: Shortall, Mike
Subject: RE: F-350

My number is higher than what you have.

Steve Decker
Landmark Ford Fleet
217-862-5253
Steve.decker@landmarkauto.com

From: Shortall, Mike [<mailto:mshortall@stcharlesil.gov>]
Sent: Monday, July 17, 2017 2:19 PM
To: 'Steve Decker'
Subject: RE: F-350

Steve,
Just checking in on this?
Thanks

From: Shortall, Mike
Sent: Wednesday, July 12, 2017 12:04 PM
To: 'Steve Decker'
Subject: F-350

Steve,
I have a local quote for the said unit, Can you begt this with the SPC Contract?
Thanks
Feel free to call with questions 630-377-4471



CITY OF
ST. CHARLES
ILLINOIS

Mike Shortall Purchasing & Inventory Control Division Manager
P: 630.377.4471 | E: mshortall@stcharlesil.gov
2 E. Main Street, St. Charles, IL 60174-1984
stcharlesil.gov

Heritage. Community. Service. Opportunity.



Landmark 
SPC CONTRACT #144

2017 FORD F350 XL 4X2 CAB & CHASSIS

Call Steve Decker (800)798-9912

E-Mail steve.decker@landmarkauto.com

STANDARD PACKAGE

\$23,102.00

POWERTRAIN/FUNCTIONAL

- Alternator – 157 Amp, Heavy-Duty
- Brakes – Power 4-wheel disc/4-wheel anti-lock
- Fuel tank
 - 28 gallon mid ship (F-350 SRW)
 - 40 gallon aft axle (F-350 DRW)
- Oil minder system
- Shock absorbers – heavy-duty gas
- Springs, rear auxiliary
- Stabilizer bar – front and rear
- Stationary Elevated Idle Control (SEIC)
- Steering damper
- Steering – power
- Trailer wiring – 7 wire harness w/relays, blunt cut & labeled

EXTERIOR

- Door handles – Black
- Doors: 2
- Glass
 - Solar-tinted
- Lights – roof clearance
- Trailer Tow hooks – front (2)

INTERIOR

- Convenience
 - Coat hooks, RH/LH color-coordinated
 - Dash top tray
 - RH/LH door activated & I/P switch operated w/delay
 - Grab handles, driver & front-passenger

- Powerpoint, auxiliary
- Door-trim – color-coordinated molded w/grab handle & reflector
- Headliner – color-coordinated cloth
- Hood release
- Horn – dual electric
- Instrument panel – color-coordinated w/glove box, (4 air registers w/positive shut-off, powerpoint and upfitter switches
- Instrumentation – Multi-function switch message center with Ice Blue® Lighting three button message control on steering wheel for XL
- Scuff plates – color-coordinated
- Windshield wipers – interval control

SAFETY/SECURITY

- Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
 - Belt-Minder®, chime & flashing warning lights on I/P if belts not buckled
 - Child tethers Cab front-passenger
 - Safety Belts – Color-coordinated safety belts w/height adjustment (front-outboard seating positions only)
 - SOS Post-Crash Alert
- Manufacturer D&D

DELIVERY Within 50 Miles from Dealership

3 Year 36,000 Mile Limited Bumper to Bumper Warranty

5 Year 60,000 Mile Powertrain Warranty

ORDER CUT OFF DATE ????

ADDITIONAL OPTIONS AND ORDER FORM

2017 FORD F350 XL 4X2 CAB & CHASSIS

PLEASE ENTER THE FOLLOWING

FORD FLEET NUMBER _____

CONTACT NAME _____

PHONE NUMBER _____

PURCHASE ORDER NUMBER _____

STATE TAX EXEMPT NUMBER _____

Quantity

Check desired options

<input type="checkbox"/>	Super Cab 4X2		\$2190.00
<input type="checkbox"/>	Crew Cab 4X2		\$2997.00
<input type="checkbox"/>	84" Cab To Axle		\$147.00
<input type="checkbox"/>	Single Rear Wheel Chassis		(\$326.00)
<input type="checkbox"/>	6.7L OHV Power Strike Diesel	99T	\$7990.00
<input type="checkbox"/>	4X4 with Manual Transfer Case		\$3454.00
<input type="checkbox"/>	Limited Slip Axle	X4L	\$332.00
<input type="checkbox"/>	Diesel	X4N	\$308.00
<input type="checkbox"/>	Gaseous Prep	98F	\$268.00
<input type="checkbox"/>	Electronic Shift On The Fly Requires 4x4	213	\$158.00
<input type="checkbox"/>	Engine Block Heater	41H	\$69.00
<input type="checkbox"/>	PTO Provision Requires	99T 62R	\$259.00
<input type="checkbox"/>	Engine Idle Shut Down Requires	99T	\$214.00
<input type="checkbox"/>	Dual Alternators Requires	99T	\$324.00
<input type="checkbox"/>	Extra HD Alternator	67D	\$64.00
<input type="checkbox"/>	Fuel Tank-28.5 Gallon Mid-Ship		\$107.00
<input type="checkbox"/>	Dual Fuel Tanks Requires	99T & 585 Radio	\$626.00
<input type="checkbox"/>	Snow Plow Prep Package Requires	4X4 473	\$73.00
<input type="checkbox"/>	Heavy Duty Front Suspension	67H	\$115.00
<input type="checkbox"/>	Colors		
<input type="checkbox"/>	Race Red	PQ	
<input type="checkbox"/>	Caribou	H5	
<input type="checkbox"/>	Oxford White	Z1	
<input type="checkbox"/>	Magnetic Metallic	J7	
<input type="checkbox"/>	Green Gem Metallic	W6	
<input type="checkbox"/>	Shadow Black	G1	
<input type="checkbox"/>	Blue Jeans Metallic	NI	
<input type="checkbox"/>	Ingot Silver Metallic	UX	

Check desired options

<input type="checkbox"/>	Trailer Brake Controller	52B	\$249.00
<input type="checkbox"/>	Spare Tire & Wheel	512	\$299.00
<input type="checkbox"/>	Hydraulic Jack	61J	\$48.00
<input type="checkbox"/>	6" Black Molded Cap Steps	18B	\$295.00
<input type="checkbox"/>	Exterior Back Up Alarm	76C	\$107.00
<input type="checkbox"/>	Day Time Running Lights	942	\$41.00
<input type="checkbox"/>	Manual Sliding Rear Window	433	\$107.00
<input type="checkbox"/>	XL Value Package	96V	\$663.00
<input type="checkbox"/>	Power Equipment Group	90L	\$841.00
<input type="checkbox"/>	Remote Start System Requires	90L 76S	\$180
<input type="checkbox"/>	Rapid Heat Cab Heater Requires	99T	\$214.00
<input type="checkbox"/>	Sync includes USB port requires	96v xl value group 91M	\$1002.00
<input type="checkbox"/>	Steering Wheel Audio Controls Requires	91M & 585 62D	\$60.00
<input type="checkbox"/>	Air Conditioning Delete	+	
		572	(\$726.00)
<input type="checkbox"/>	Side Air Bags/Curtain Delete	556	(\$166.00)
<input type="checkbox"/>	Frontal Passenger & Side Air Bags/Curtain Delete	557	(\$166.00)
<input type="checkbox"/>	Cruise Control	525	\$235.00
<input type="checkbox"/>	Radio Delete	58Y	(\$44.00)
<input type="checkbox"/>	Powertrain Care 3 Years or 100,000 miles	4X2	\$1615.00
<input type="checkbox"/>			
<input type="checkbox"/>	Rustproof & Undercoat		\$289.00
<input type="checkbox"/>	Detailed CD Rom Shop Manual		\$249.00
<input type="checkbox"/>	Delivery Greater Than 50 Miles from Dealership		\$200.00
<input type="checkbox"/>	License & Title Municipal Plate		\$175.00
<input type="checkbox"/>	Am/Fm Stereo/Single-CD/MP3 Player	585	\$270.00
<input type="checkbox"/>	4-corner strobe lights		795.00
<input type="checkbox"/>			
<input type="checkbox"/>	Interior		
<input type="checkbox"/>	Steel	AS	