

**AGENDA
CITY OF ST. CHARLES
GOVERNMENT OPERATIONS COMMITTEE
ALD. DAN STELLATO, CHAIR**

**MONDAY, DECEMBER 7, 2015
IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET**

- 1. Call to Order**
- 2. Roll Call**
- 3. Omnibus Vote**
Budget Revisions – November 2015
- 4. City Administrator’s Office**
 - a. Presentation of request from Scott Corbin regarding the Official Guitar of St. Charles Statue and Guitar of St. Charles Jank Award.
- 5. Police Department**
 - a. Recommendation to approve an application for a Class B3 Liquor License for Romano Mercato Italiano, Inc. to be located at 210 Cedar Street, St. Charles (former Isacco Kitchen).
 - b. Recommendation to approve an application for a Class B Liquor License for a new restaurant business “Charleston on the River” to be located at 1 W Illinois Street, St. Charles (former Top Table Restaurant).
 - c. Recommendation to approve an application for a Massage Establishment License for Main Spa to be located at 504 E Main Street, St. Charles.
- 6. Executive Session**
 - Personnel
 - Pending Litigation
 - Probable or Imminent Litigation
 - Property Acquisition
 - Collective Bargaining
 - Review of Minutes of Executive Sessions
- 7. Additional Items from Mayor, Council, Staff, or Citizens.**
- 8. Adjournment**

CITY OF ST. CHARLES
Budget Revision Listing

November 2015

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
Budget Transfer	122	100	1000	2016	7	11/02/2015	513200	56004	(24,000.00)	Survey Monument-Services only
Budget Transfer	122	100	1000	2016	7	11/02/2015	513200	56301	24,000.00	Survey Monument-Services only
	122 Total								-	
Budget Transfer	123	100	1000	2016	7	11/02/2015	513200	56301	(24,000.00)	Survey Monument-S/b 54256
Budget Transfer	123	100	1000	2016	7	11/02/2015	513200	54256	24,000.00	Survey Monument-Services only
	123 Total								-	
Budget Transfer	124	100	1000	2016	7	11/02/2015	513200	54256	800.00	Survey Monum-CP2007 Frm CP2300
Budget Transfer	124	100	1000	2016	7	11/02/2015	513200	56301	(800.00)	Survey Monum-CP2007 Frm CP2300
	124 Total								-	
Budget Transfer	125	100	1000	2016	7	11/04/2015	220551	54500	23.00	Per MB, for UPS bills
Budget Transfer	125	100	1000	2016	7	11/04/2015	220551	54464	(23.00)	Per MB, for UPS bills
Budget Transfer	125	100	1000	2016	7	11/04/2015	100400	51402	234.00	For meals
Budget Transfer	125	100	1000	2016	7	11/04/2015	100400	51300	(234.00)	For meals
Budget Transfer	125	100	1000	2016	7	11/04/2015	200521	54014	180.00	For cable charges
Budget Transfer	125	100	1000	2016	7	11/04/2015	200521	54000	(180.00)	For cable charges
	125 Total								-	
Budget Transfer	126	100	1000	2016	6	11/04/2015	100400	56004	103.00	New computer/monitors-Intern
Budget Transfer	126	100	1000	2016	6	11/04/2015	100400	52310	(103.00)	New computer/monitors-Intern
	126 Total								-	
Budget Transfer	127	100	1000	2016	7	11/05/2015	220551	54500	100.00	For postage
Budget Transfer	127	100	1000	2016	7	11/05/2015	220551	54464	(100.00)	For postage
Budget Transfer	127	100	1000	2016	7	11/05/2015	100110	54150	1,000.00	For Sikich consulting PO 85730
Budget Transfer	127	100	1000	2016	7	11/05/2015	100110	54110	(1,000.00)	For Sikich consulting PO 85730
Budget Transfer	127	100	1000	2016	7	11/05/2015	200521	52805	1,000.00	For stone and gravel
Budget Transfer	127	100	1000	2016	7	11/05/2015	200521	52400	(1,000.00)	For stone and gravel
	127 Total								-	
Budget Addition	128	100	1000	2016	7	11/06/2015	100600	54110	5,000.00	Legal Svcs-Prairie Center Redv
Budget Addition	128	100	1000	2016	7	11/06/2015	100900	31199	(5,000.00)	Legal Svcs-Prairie Center Redv
	128 Total								-	
Budget Transfer	129	100	1000	2016	7	11/09/2015	100110	54189	892.00	For Temp Service-R.Paul-Receipt
Budget Transfer	129	100	1000	2016	7	11/09/2015	100210	50100	(892.00)	For Temp Service-R.Paul-Receipt
Budget Transfer	129	100	1000	2016	7	11/09/2015	100510	52311	500.00	For Hardware supplies from IC
Budget Transfer	129	100	1000	2016	7	11/09/2015	100510	52306	(500.00)	For Hardware supplies from IC
Budget Transfer	129	100	1000	2016	7	11/09/2015	100510	52312	900.00	For Paints/Solvents from IC
Budget Transfer	129	100	1000	2016	7	11/09/2015	100510	52306	(900.00)	For Paints/Solvents from IC
Budget Transfer	129	100	1000	2016	7	11/09/2015	100510	52401	100.00	For vehicle fluids from IC
Budget Transfer	129	100	1000	2016	7	11/09/2015	100510	52500	(100.00)	For vehicle fluids from IC
Budget Transfer	129	100	1000	2016	7	11/09/2015	100600	54402	500.00	For copier maintenance

CITY OF ST. CHARLES
Budget Revision Listing

November 2015

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
Budget Transfer	129	100	1000	2016	7	11/09/2015	100600	54530	(500.00)	For copier maintenance
Budget Transfer	129	100	1000	2016	7	11/09/2015	220551	52302	500.00	For bldg maint supplies fr IC
Budget Transfer	129	100	1000	2016	7	11/09/2015	220551	52304	(500.00)	For bldg maint supplies fr IC
Budget Transfer	129	100	1000	2016	7	11/09/2015	220552	52001	160.00	For computer related supplies
Budget Transfer	129	100	1000	2016	7	11/09/2015	220552	52100	(160.00)	For computer related supplies
	129 Total								-	
Budget Addition	130	100	1000	2016	7	11/10/2015	220550	54110	2,500.00	Legal fees for Streich case
Budget Addition	130	100	1000	2016	7	11/10/2015	220900	31199	(2,500.00)	Legal fees for Streich case
	130 Total								-	
Budget Transfer	131	100	1000	2016	7	11/10/2015	503800	57007	1,609,020.00	Trsf 503 funds to new TIF #7
Budget Transfer	131	100	1000	2016	7	11/10/2015	507800	49503	(1,609,020.00)	Trsf 503 funds to new TIF #7
	131 Total								-	
Budget Transfer	132	100	1000	2016	7	11/12/2015	100300	51500	1,000.00	For new hire testing
Budget Transfer	132	100	1000	2016	7	11/12/2015	100300	51501	(1,000.00)	For new hire testing
	132 Total								-	
Budget Addition	133	100	1000	2016	7	11/12/2015	100300	56004	1,500.00	Repl laptop w/PC-SRO(Fr 20617)
Budget Addition	133	100	1000	2016	7	11/12/2015	100999	45107	(1,500.00)	Repl laptop w/PC-SRO(Fr 20617)
Budget Addition	133	100	1000	2016	7	11/12/2015	100210	54110	3,535.00	Clark Baird Smith legal invoice
Budget Addition	133	100	1000	2016	7	11/12/2015	100900	31199	(3,535.00)	Clark Baird Smith legal invoice
Budget Addition	133	100	1000	2016	7	11/12/2015	100650	54110	240.00	VW Agreement-Reimbursable
Budget Addition	133	100	1000	2016	7	11/12/2015	100900	31199	(240.00)	VW Agreement-Reimbursable
	133 Total								-	
Budget Transfer	134	100	1000	2016	7	11/12/2015	100400	51500	36.00	For new hire testing
Budget Transfer	134	100	1000	2016	7	11/12/2015	100400	51501	(36.00)	For new hire testing
	134 Total								-	
Budget Addition	135	100	1000	2016	7	11/13/2015	100600	55203	175.00	Plat recording-Quad-Reimbursab
Budget Addition	135	100	1000	2016	7	11/13/2015	100900	31199	(175.00)	Plat recording-Quad-Reimbursab
	135 Total								-	
Budget Addition	136	100	1000	2016	7	11/17/2015	210541	51205	2,030.00	For unemployment invoice
Budget Addition	136	100	1000	2016	7	11/17/2015	210900	31199	(2,030.00)	For unemployment invoice
Budget Addition	136	100	1000	2016	7	11/17/2015	100300	51205	639.00	For unemployment invoice
Budget Addition	136	100	1000	2016	7	11/17/2015	100900	31199	(639.00)	For unemployment invoice
Budget Addition	136	100	1000	2016	7	11/17/2015	100301	51205	8,043.00	For unemployment invoice
Budget Addition	136	100	1000	2016	7	11/17/2015	100900	31199	(8,043.00)	For unemployment invoice
Budget Addition	136	100	1000	2016	7	11/17/2015	100603	54110	557.00	For legal invoices
Budget Addition	136	100	1000	2016	7	11/17/2015	100900	31199	(557.00)	For legal invoices
	136 Total								-	
Budget Transfer	137	100	1000	2016	7	11/17/2015	200520	52100	40.00	For safety meeting refreshment

CITY OF ST. CHARLES
Budget Revision Listing

November 2015

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Budget Transfer	137	100	1000	2016	7	11/17/2015	200520	52201	(40.00)	For safety meeting refreshment
Budget Transfer	137	100	1000	2016	7	11/17/2015	200521	51401	200.00	For lodging for Gary Sittler
Budget Transfer	137	100	1000	2016	7	11/17/2015	200521	51400	(200.00)	For lodging for Gary Sittler
137 Total										-
Budget Addition	138	100	1000	2016	7	11/18/2015	220552	56004	161.00	For replacement monitor-D.Todd
Budget Addition	138	100	1000	2016	7	11/18/2015	220900	31194	(161.00)	For replacement monitor-D.Todd
138 Total										-
Budget Transfer	139	100	1000	2016	7	11/18/2015	802210	55101	(10,000.00)	To cover retiree dental claims
Budget Transfer	139	100	1000	2016	7	11/18/2015	802210	55105	10,000.00	To cover retiree dental claims
139 Total										-
Budget Transfer	140	100	1000	2016	7	11/20/2015	200521	54494	2,000.00	Strlight maint-unexpect replac
Budget Transfer	140	100	1000	2016	7	11/20/2015	200520	54120	(2,000.00)	Strlight maint-unexpect replac
Budget Transfer	140	100	1000	2016	7	11/20/2015	200521	54494	15,000.00	Strlight maint-unexpect replac
Budget Transfer	140	100	1000	2016	7	11/20/2015	200521	53001	(15,000.00)	Strlight maint-unexpect replac
Budget Transfer	140	100	1000	2016	7	11/20/2015	800223	54513	600.00	For crane rental
Budget Transfer	140	100	1000	2016	7	11/20/2015	800223	54501	(600.00)	For crane rental
140 Total										-
Budget Transfer	141	100	1000	2016	7	11/24/2015	100400	54250	1,000.00	For license for Firehouse RMS
Budget Transfer	141	100	1000	2016	7	11/24/2015	100400	51501	(1,000.00)	For license for Firehouse RMS
141 Total										-
Budget Addition	142	100	1000	2016	7	11/25/2015	100604	54160	9,925.00	Add'l envir remediation-1st St
Budget Addition	142	100	1000	2016	7	11/25/2015	100900	31199	(9,925.00)	Add'l envir remediation-1st St
142 Total										-
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56205	5,240.60	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56206	29,697.06	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56206	20,797.55	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56206	4,974.40	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56206	9,504.85	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56206	33,684.25	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56206	4,336.58	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56206	5,140.11	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56206	3,876.75	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200521	56206	2,637.90	R/F PO 80859 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	200900	31198	(119,890.05)	R/F P/Y PO's for November
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	220552	56001	8,951.00	R/F PO 83614 PAID IN NOV
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	220900	31198	(8,951.00)	R/F P/Y PO's for November
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	513511	56200	3,613.00	R/F PO 82785 PD IN NOV(CP5810)
Roll Forward of Budget for Enc	143	100	1000	2016	7	11/30/2015	513900	31198	(3,613.00)	R/F P/Y PO's for November

CITY OF ST. CHARLES
Budget Revision Listing

November 2015

JE TYPE	JE #	BUDGET #	COMPANY	FISCAL YEAR	PERIOD	DATE	ACCT-UNIT	ACCOUNT	AMOUNT	DESCRIPTION
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143 Total

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

Signature

Date

Signature

Date

Signature

Date

Exceptions:



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Presentation of request from Scott Corbin Regarding the Official Guitar of St Charles Statue and Guitar of St. Charles Jank Award.

Presenter: Mark Koenen and Scott Corbin, The Jank Guitar Store

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations 12-07-15	<input type="checkbox"/>	Government Services
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council
<input type="checkbox"/>	Public Hearing	<input type="checkbox"/>	

Estimated Cost:	\$2500.00	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
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If NO, please explain how item will be funded:

Executive Summary:

Scott Corbin, owner of The Jank Guitar Store at 217 West Main Street, contacted me recently regarding his interest to lead two but related initiatives, the Guitar of St. Charles Jank Award and “The Official Guitar of St. Charles Statue”.

The Guitar of St. Charles Jank Award would annually recognize music scholarship and innovation. This would be led by and funded under the direction of Mr. Corbin.

The “Official Guitar of St Charles Statue” would be located in Lincoln Park. The St. Charles Park District and City have both been requested to contribute \$2,500. For your information, the District approved the physical location for the statue in Lincoln Park and the \$2,500 contribution.

The City has historically assisted with funding of public art bases. Recent examples include “Reflections” and “But if I Could Fly” sculptures.

Staff recommends we contribute the \$2,500 for the public art sculpture.

Attachments: *(please list)*

Presentation of request from Scott Corbin Regarding the Official Guitar of St Charles Statue and Guitar of St. Charles Jank Award.

Recommendation / Suggested Action *(briefly explain):*

For office use only:

Agenda Item Number: 4a

The statue of the Official Guitar of St. Charles will provide a monument to the arts in St. Charles and begin a legacy of rewarding and recognizing outstanding achievements in the musical arts by local youth.

Statue Location Statue Specifications

Listed in order of preference from 1 being most preferred.

- #1: Lincoln Park
- #2: Mount Saint Mary Park
- #3: Pottawatomie Park
- #4: Baker Park

Height: Approximately 6 feet (including base)
 Artist: Ray Kobald
Ray Kobald is an accomplished and nationally known American sculptor living and working in St. Charles, Illinois.
raykobald.com



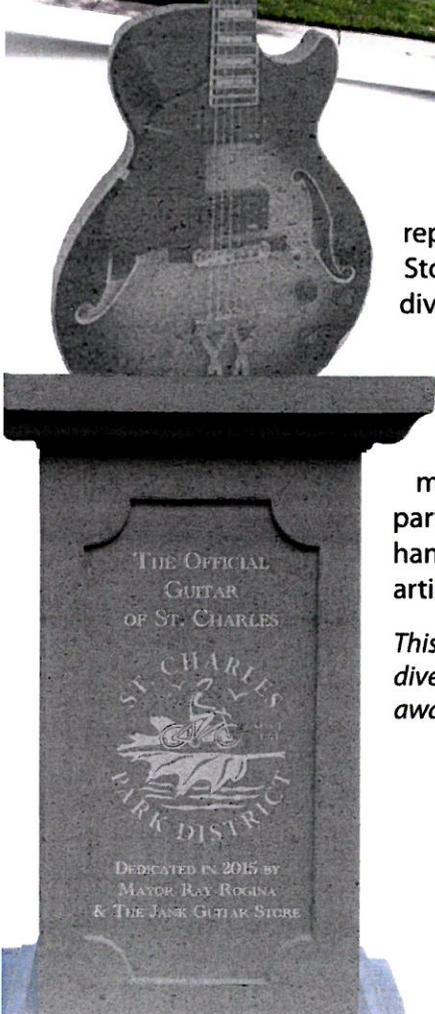
Guitar of St. Charles Jank Award

Established by Mayor Ray Rogina in partnership with The Jank Guitar Store, the Guitar of St. Charles Jank Award will celebrate the artistic diversity and achievements of St. Charles' young people who contribute to the community's cultural landscape by broadening local tastes and bringing awareness of the global musical arts community to St. Charles. Jank is an amalgamation of everything and represents a generation that hasn't yet been spoken for but whose unprecedented access to the world has granted them a more diverse set of artistic influences than any previous generation. By unifying diverse genres Jank gives an essential sense of unity to today's young people.

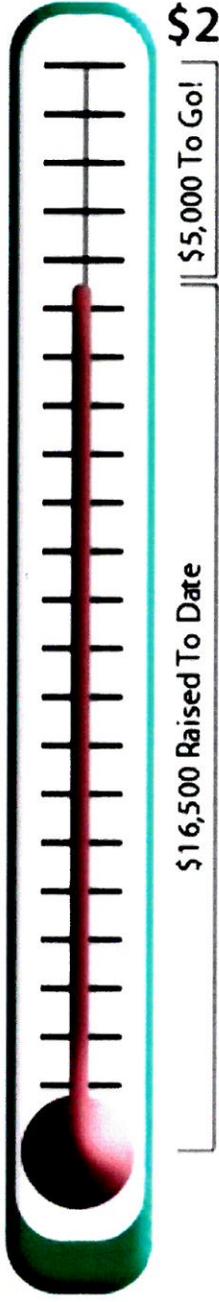
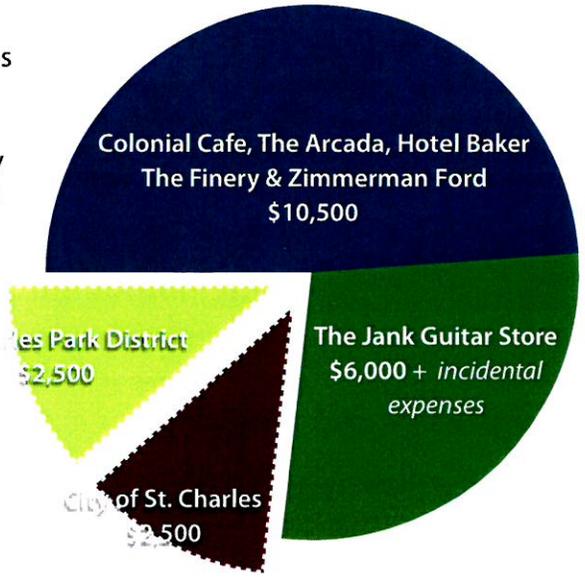
Each year the community will be invited to nominate talented young people with the most eclectic taste and ability to appreciate and express different genres - the Jank tradition. Nominees will be judged by a panel with

representatives from the St. Charles Park District, the Mayor's Office and The Jank Guitar Store on their proficiency for performing and/or advocating for greater access to genre-diverse music. The recipient will be acknowledged in an annual ceremony hosted by the Mayor of St. Charles and The Jank Guitar Store at the location of the Statue of the Official Guitar of St. Charles. The recipient will receive an award and for a period of 1 year they will keep and document their use of the "Guitar of St. Charles" provided by The Jank Guitar Store. Throughout the year they will be the representative of musical diversity in the St. Charles community. At the end of the year they will participate in the selection panel for the following year's recipient, and in the ceremony hand down the "Guitar of St. Charles" to the next recipient. This will build a legacy of artistic diversity and cultivate the community of local musical arts in St. Charles.

This singular program is essential to establish St. Charles as a hub for musical arts, and cultural diversity and acceptance. This provides an unprecedented opportunity for local and national awareness building of the outstanding quality of life in St. Charles, including coverage by...



Though a community effort \$16,500.00 in generous contributions from local businesses has been raised to bring the Official Guitar of St. Charles statue to a local green space. With the necessary final \$5,000.00 cumulative sponsorship of The City of St. Charles and St. Charles Park District this monument to local music will become a reality and a legacy of rewarding and recognizing outstanding achievements in the musical arts by local youth will begin.



\$21,500

- With our initial goals and timeline, we have hit all checkpoints and we are on time.
- We have gained the sponsors that we expected to form a great team of judges for the panel of the award program.
- Statue production is on time.
- We have multiple companies on standby for the base in case we experience any production issues with that.
- We have met all of our initial expectations regarding fundraising and production costs.
- We have met with the city administrator to discuss the city contributing to the statue base.
- Our timeline is to have everything finalized by December 15th in order to start our production of the statue on time.
- The "pad" foundation of the base will be discussed with the advisors from the St. Charles Park District to ensure the standard of quality.
- We are planning to finalize the location of the statue by December 15th if possible.





ST. CHARLES
S I N C E 1 8 3 4

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve an Application for a Class B3 Liquor License for Romano Mercato Italiano, Inc. to be located at 210 Cedar Street, St. Charles (Former Isacco Kitchen)
Presenter:	Chief Keegan, Police Department

Please check appropriate box:

X	Government Operations (12/7/15)		Government Services
	Planning & Development		City Council
	Public Hearing		Liquor Control Commission

Estimated Cost:		Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

This is a request for a new Class B3 liquor license for Romano Mercato Italiano, Inc. to be located at 210 Cedar Street, St. Charles (former Isacco Kitchen). All paper work is in order and background checks have been completed by the Police Department, as well as fingerprints have been taken and BASSET certification is in order.

Note: Class B-3 licenses shall authorize the retail sale of alcoholic liquors for consumption on the premises of a restaurant and tavern. Class B-3 shall also authorize the retail sale of wine in original packages only within the retail wine area of the premises. The retail wine area shall not exceed fifty percent (50%) of the total square footage of the premises. Further, wine and tasting bars shall be permitted in the retail wine area of said premises, and wine tasting may be conducted in accordance with St. Charles Municipal Code 5.08.260(B). (Ord. 2015-M-41 § 1)

The application is recommended by the Liquor Control Commission meeting held on November 16, 2015 to go before the Government Operations Committee for their recommendation to City Council for final approval. Vote: Ayes: 3; Nays: 1.

Attachments: *(please list)*

Liquor License Application (front page)
Background Check
Site Plan and Business Plan and Menu

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve an application for a Class B3 Liquor License for Romano Mercato Italiano, Inc. to be located at 210 Cedar Street, St. Charles (former Isacco Kitchen).

<i>For office use only:</i>	<i>Agenda Item Number: 5a</i>
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Date: _____
 New Application
 Renewal Application

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

B3



City Retail Liquor Dealer License Application (rev. 12/13) Non-Refundable

Ordinance 5.08.050.A1 Application must be completed in full Incomplete applications will be rejected

Business Type: Circle one Individual Partnership Corporation Other _____

Business Name ROMANO MERCATO ITALIANO, INC. Sales Tax # 4190-2653

Business Address 210 CEDAR ST. Business Phone # (630) 797-5566

Contact Person IZABELA ROMANO Title PRESIDENT Phone # _____

If Corporation, Corporate Name ROMANO MERCATO ITALIANO, INC.

Corporation Address 210 CEDAR ST

Corporate Officers, plus Manager of Establishment, Officers must include President, Vice President, Secretary and Treasurer Or Sole Proprietor

Have you had a business within the City of St. Charles under any other corporate name: Yes No
 If yes, list address of business _____

Full Name, include Middle Initial IZABELA ROMANO Title PRESIDENT

Birth Date _____

Home Address _____

Full Name, include Middle Initial _____ Title _____

Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____

Home Address _____

Full Name, include Middle Initial _____ Title _____

Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____

Home Address _____

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

Check as Applicable to Holding Bar [5.08.010-F] Service Bar [5.08.010-O] Live Entertainment [5.08.010-H]
 Type of Establishment: Outside Dining [17.20.020-R]

Brief Business Plan Description based on type of establishment listed above:
THERE WILL BE TABLES AND CHAIRS AVAILABLE FOR OUTSIDE DINING DURING WARM SEASON.

Initial: Liq Comm _____
 Police Chief _____



Memo

Date: 11/13/2015
To: The Honorable Ray Rogina, Mayor-Liquor Commissioner
From: James Keegan, Chief of Police
Re: Background Investigations-Liquor Establishments

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

Pursuant to procedure and protocols, a detective was assigned to conduct a background investigation into each of these establishments and reviewed both the site location/floor plans and the corresponding applicants and their business plans.

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

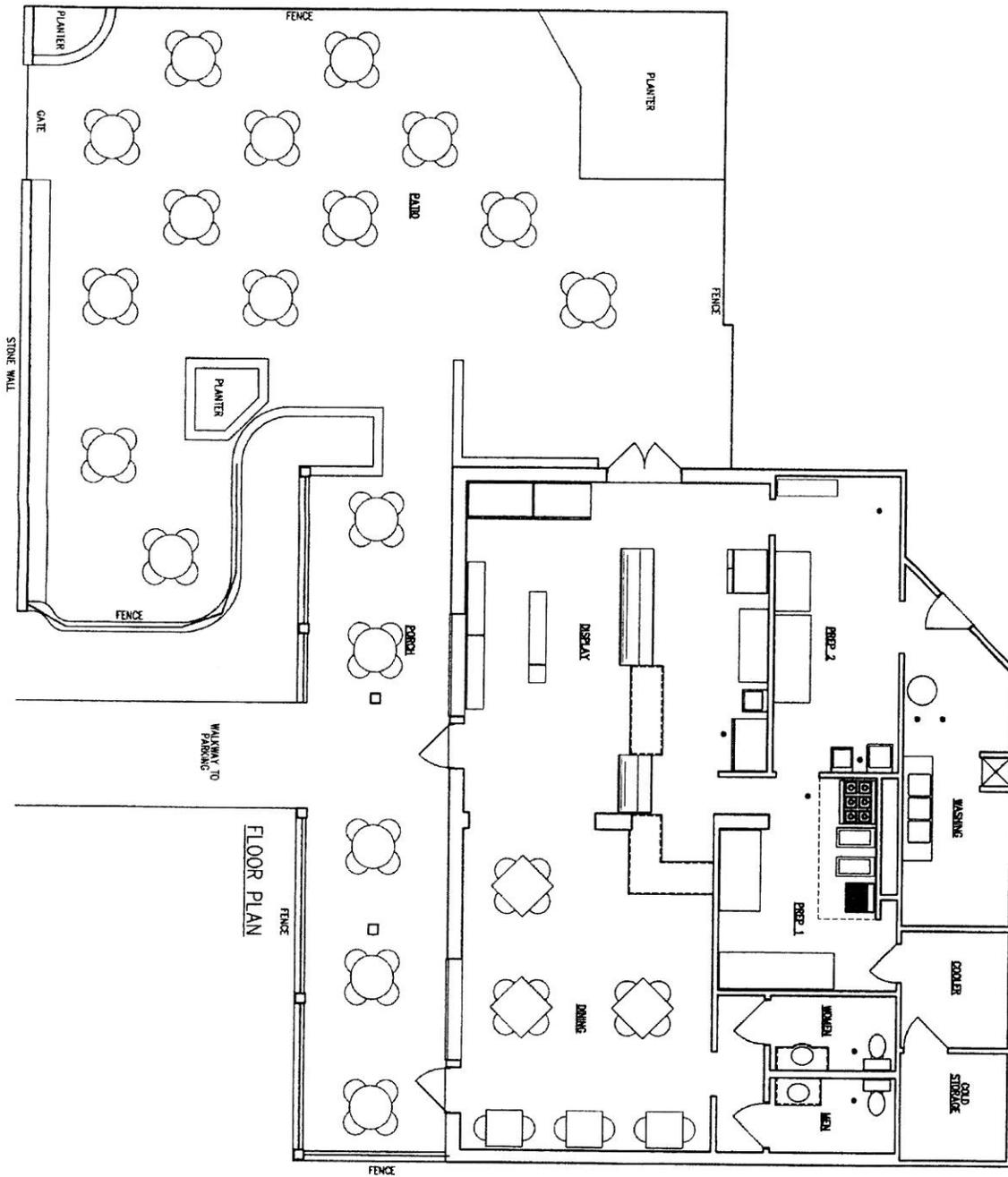
Thank you in advance for your consideration in these matters.

Bolingbrook Sports LLC (dba/tba) Class B/1am Permit:

1 Illinois Street

Romano Mercato-Class B-3:

210 Cedar Street



FLOOR PLAN

© COPYRIGHT 2015 Sengstock Architects

A	DATE	REVISION

**ROMANO ITALIAN CAFE
REMODELING**
210 W. CEDAR
ST. CHARLES, IL 60174

SENGSTOCK ARCHITECTS
1037 ASH STREET
ST. CHARLES, IL 60174
(630) 770-6348
Greg@SengstockArchitects.com



**ROMANO MARCATO
ITALIANO INC.
BUSINESS PLAN**

Executive Summary

Romano Mercato Italiano Inc. is a new player in the restaurant industry. It's a combination of a neighborhood grocery store with a casual fast food joint offering a fancy restaurant menu. Bolstered by the need for more choices of quick dining experiences, combined with the option for pick up or home-delivery, the restaurant is positioned to take advantage of the market need and serve the families and employees of the local businesses in the St. Charles area.

This business plan calls for an exciting, profitable start-up year ahead with future forecasted growth as we meet the demands of the community.

Mission

Romano Mercato Italiano Inc. creates a friendly and pleasant atmosphere for customers in a well-designed, and productive environment in which people can work happily. We are sensitive to the look and taste of good dishes as well as to high-quality ingredients. We look to provide the best possible value to our customers.

We will also create and nurture a healthy, creative, respectful, and fun working environment, in which our employees are fairly compensated and encouraged to respect the customer and the quality of the product we produce. We seek fair and responsible profit, enough to keep the company financially healthy for the long term and to fairly compensate owners for their investment and risk.

Sales Strategy

The Romano Mercato Italiano Inc. area has expressed its need for additional lunch spot, specifically a desire for Italian specialties. We will expect a high rate of sales growth within the first 3 months as this customer desire is met.

For the next year, we continue to focus on a growing presence in the community and advertising heavily throughout the community.

Sales Forecast

Our sales forecast assumes a modest change in annual costs to accommodate new entry into the market. We are expecting to increase sales modestly but steadily over the next year, which is a respectable growth rate. The growth forecast is assumed given this is a new product for the area using new channels of availability. We are not projecting significant change in the product line, or in the proportion between different lines.

Management Summary

We are a small company owned and operated by Izabela and Antonio Romano, husband and wife, as a partnership. Management style reflects the participation of the owners. The company will respect its community of co-workers and will treat all employees well.

Start-up Summary

Our start-up costs cover the renovation of the occupied store space, professional fees, and expenses associated with opening our first location. The start-up costs are to be financed by direct owner investment.

Services

Romano Mercato Italiano Inc. is offering a variety of dishes some well known and some very new to our customers. Our menu will include some quick grab and go options like freshly made subs or salads as well as pasta dishes and entrees which will require a bit more time to prepare.

Market Analysis Summary

Our primary target market is people who are looking for a quick but tasty lunch at a very affordable price. Our secondary target market is those who do not have time to cook at home and are looking for delicious options for their families.

St. Charles dining offers a lot of dine in options that are time consuming and a quite expensive. There are also not many lunch possibilities since most restaurants open in the afternoon.

Marketing Strategy

To drive customers to Romano Mercato Italiano Inc., we will employ several techniques outlined below.

Advertising in St.Charles Chamber of Commerce, which will be used to promote the Grand Opening of Romano Mercato Italiano Inc. We will also use social media like Facebook and Instagram.



ANTIPASTI E INSALATE (sold by the pound)

- ❖ **INSALATA DI PESCE** (calamari, octopus, cattle fish, shrimp cooked to perfection crisped by vinegar then dressed up with carrot, celery, olives, extra virgin olive oil, salt and pepper)
- ❖ **INSALATA CAPRESE** (made with fresh mozzarella, tomato and basil, dressed up with extra virgin olive, salt and pepper)
- ❖ **ANTIPASTO** (chopped Italian lunchmeats and cheeses mixed with fresh vegetables, olives, pepperoncini, dressed up with extra virgin olive oil salt and pepper)
- ❖ **PASTA PRIMAVERA** (chilled rotini pasta mixed with fresh garden vegetables and olives, dressed with extra virgin olive oil, salt and pepper)
- ❖ **FUNGHI** (pickled mushroom dressed up with extra virgin olive oil, salt and crushed red pepper)
- ❖ **PEPERONI E CAPPERI** (roasted red peppers and capers dressed up in extra virgin olive oil, salt and pepper)
- ❖ **INSALATA DI TONNO** (tuna mixed with celery, onion, hard boiled eggs and mayonnaise, dressed with olive oil salt and pepper)
- ❖ **OLIVE**

PANINI ITALIANI (brushed with extra virgin olive oil served cold or grilled)

- ❖ **Caprese** mozzarella, tomato & basil
- ❖ **V.I.P.** prosciutto crudo, mozzarella, arugula
- ❖ **Vegetariano** grilled zucchini & eggplant, roasted peppers, mozzarella

PANINI FREDDI (pick or create your own, 8" French bread)

- ❖ **ROMANO** salami, capicola, mortadella, prosciutto cotto, provolone, lettuce, tomato, Italian dressing
- ❖ **AMERICANO** krakus ham, Swiss cheese, lettuce, tomato, mayo
- ❖ **TURKEY&SWISS** smoked turkey breast, Swiss cheese, lettuce, tomato, red onion
- ❖ **TUNA** canned Italian tuna mixed with celery, onion, hard boiled eggs and mayonnaise, dressed with olive oil salt and pepper, lettuce, tomato.

PANINI CALDI (8" French bread)

- ❖ **MEATBALL SANDWICH** (served with marinara sauce)
- ❖ **ITALIAN BEEF**
- ❖ **ITALIAN SAUSAGE**
- ❖ **EGGPLANT PARMIGIANA** (sliced eggplant, battered and fried then layered with homemade marinara sauce, mozzarella cheese and parmesan cheese and baked)

Add: mozzarella cheese, hot or mild giardiniera, sweet peppers

SPECIALITA DELLA CASA

- ❖ **ARANCINI** (Italian rice ball breaded and deep fried served with marinara sauce) \$2.50
Ragu e pisselli (ground beef, peas, mozzarella cheese)
Ricotta e spinachi (ricotta cheese, spinach, mozzarella cheese)
- ❖ **PANZEROTTI** (pizza puff filled and deep fried) \$3.50
CHEESE mozzarella cheese, tomato sauce
SAUSAGE crumbled Italian sausage, mozzarella cheese, tomato sauce
SPINACH mozzarella cheese, tomato sauce, spinach, romano cheese
- ❖ **FOCACCIA** pizza bread (freshly baked) \$2.50

ZUPPE

- ❖ **MINISTRONE** (made with fresh garden vegetables and pasta)
- ❖ **ZUPPA DEL GIORNO** (soup of the day)

LE PASTE

- ❖ **VODKA RIGATONI CON SALSICCIA** (rigatoni pasta mixed with pieces of Italian sausage served with creamy vodka sauce)
- ❖ **SPAGHETTI POMODORO BASILICO** (spaghetti mixed with cherry tomato and fresh basil)
- ❖ **PAGLIA E FIENO ALLA BOLOGNESE** (spinach and egg pasta served with homemade meat sauce)
- ❖ **LINGUINE MARE E TERRA** (linguine pasta served with shrimps and broccoli)
- ❖ **RAVIOLI RIPIENI DI CARNE O FORMAGGIO** (ravioli pasta filled with meat or cheese served with marinara sauce)
- ❖ **PASTA DEL GIORNO** (pasta of the day)

PRIMI PIATTI

- ❖ **PEPATA DI VONGOLE E COZZE BIANCI O ROSSE** (steamed mussels and clams served with sautéed garlic, fresh parsley with/without crushed tomatoes)
- ❖ **POLLO AL LIMONE** (battered chicken with lemon sauce)
- ❖ **MELANZANE ALLA PARMIGIANA** (sliced eggplant, battered and fried then layered with homemade marinara sauce, mozzarella cheese and parmesan cheese and baked)
- ❖ **FRITTO MISTO** (pieces of octopus, squid, cattle fish and shrimp battered, seasoned and deep fried)
- ❖ **SALSICCIA CON CIMA DI RAPA** (pieces of Italian sausage served with cooked 'rapini ')

DOLCI

- ❖ **VARIETY OF ITALIAN PASTRY & COOKIES**
- ❖ **VARIETY OF CAKES**
- ❖ **GELATO**

CAFÉ

- ❖ **HOUSE BLEND** (regular/decaf)
- ❖ **ESPRESSO**
- ❖ **CAPPUCCINO**
- ❖ **LATTE**



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to Approve an Application for a Class B Liquor License for a New Restaurant Business, Charleston on the River, to be located at 1 W Illinois Street, St. Charles (Former Top Table Restaurant)
Presenter:	Chief Keegan, Police Department

Please check appropriate box:

X	Government Operations (12/7/15)	Government Services
	Planning & Development	City Council
	Public Hearing	Liquor Control Commission

Estimated Cost:		Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

This is a request for a new Class B liquor license for a new restaurant to be located at 1 W Illinois Street, St. Charles (former Top Table Restaurant). The applicant, Mr. Marwan Taib, is also the current owner of the Spotted Fox Alehouse located at 3615 E Main Street, St. Charles. This application is being filed under the corporate name of Bolingbrook Sports, LLC; d/b/a Charleston on the River. This establishment is also requesting a 1:00 a.m. late night permit. All paper work is in order and background check has been completed by the Police Department.

The application is recommended by the Liquor Control Commission meeting held on November 16, 2015 to go before the Government Operations Committee for their recommendation to City Council for final approval. Vote: Ayes: 3; Nays: 0; Present: 1.

Attachments: *(please list)*

Liquor License Application (front page)
Background Check
Business Plan
Menu

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve an application for a Class B Liquor License for a new restaurant business, Charleston on the River, to be located at 1 W Illinois Street, St. Charles (former Top Table Restaurant).

<i>For office use only:</i>	<i>Agenda Item Number: 5b</i>
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Date: _____
() New Application
() Renewal Application

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



City Retail Liquor Dealer License Application (rev. 12/13) Non-Refundable

Ordinance 5.08.050.A1 Application must be completed in full Incomplete applications will be rejected

Business Type: Circle one Individual Partnership Corporation Other _____

Business Name TBD Sales Tax # _____

Business Address 1 WEST ILLINOIS ST CHARLES IL Business Phone # _____

Contact Person MARWAN TAIB Title MANAGER Phone # [REDACTED]

If Corporation, Corporate Name BOILING BROOK SPORTS LLC

Corporation Address 208 S. CASALE CHICAGO IL

Corporate Officers, plus Manager of Establishment, Officers must include President, Vice President, Secretary and Treasurer Or Sole Proprietor

Have you had a business within the City of St. Charles under any other corporate name: Yes No
If yes, list address of business 3615 E MAIN ST CHARLES IL 60174

Full Name, include Middle Initial MARWAN TAIB Title _____

Birth Date [REDACTED] Home Phone # [REDACTED]

Home Address [REDACTED]
CHICAGO IL 60609

Full Name, include Middle Initial _____ Title _____

Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____

Home Address _____

Full Name, include Middle Initial _____ Title _____

Birth Date _____ Birthplace _____ Driver's License # _____ Home Phone # _____

Home Address _____

Type of Establishment: () Package Restaurant () Tavern () Hotel/Banquet/ () Other _____
Arcada/Q-Center

Check as Applicable to () Holding Bar [5.08.010-F] () Service Bar [5.08.010-O] () Live Entertainment [5.08.010-H]
Type of Establishment: () Outside Dining [17.20.020-R]

Brief Business Plan Description based on type of establishment listed above:
GASTROPUB that specializes in comfort food
and full service dining

Initial: Liq Comm _____
Police Chief _____



Memo

Date: 11/13/2015
To: The Honorable Ray Rogina, Mayor-Liquor Commissioner
From: James Keegan, Chief of Police
Re: Background Investigations-Liquor Establishments

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

Pursuant to procedure and protocols, a detective was assigned to conduct a background investigation into each of these establishments and reviewed both the site location/floor plans and the corresponding applicants and their business plans.

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

Thank you in advance for your consideration in these matters.

Bolingbrook Sports LLC (dba/tba) Class B/1am Permit:	1 Illinois Street
Romano Mercato-Class B-3:	210 Cedar Street

Business Plan

Charleston on the River

~~Charleston on the River~~ will be Kane County's newest concept, OFFERING a warm and inviting ambiance to eat, drink, and socialize in downtown Saint Charles.

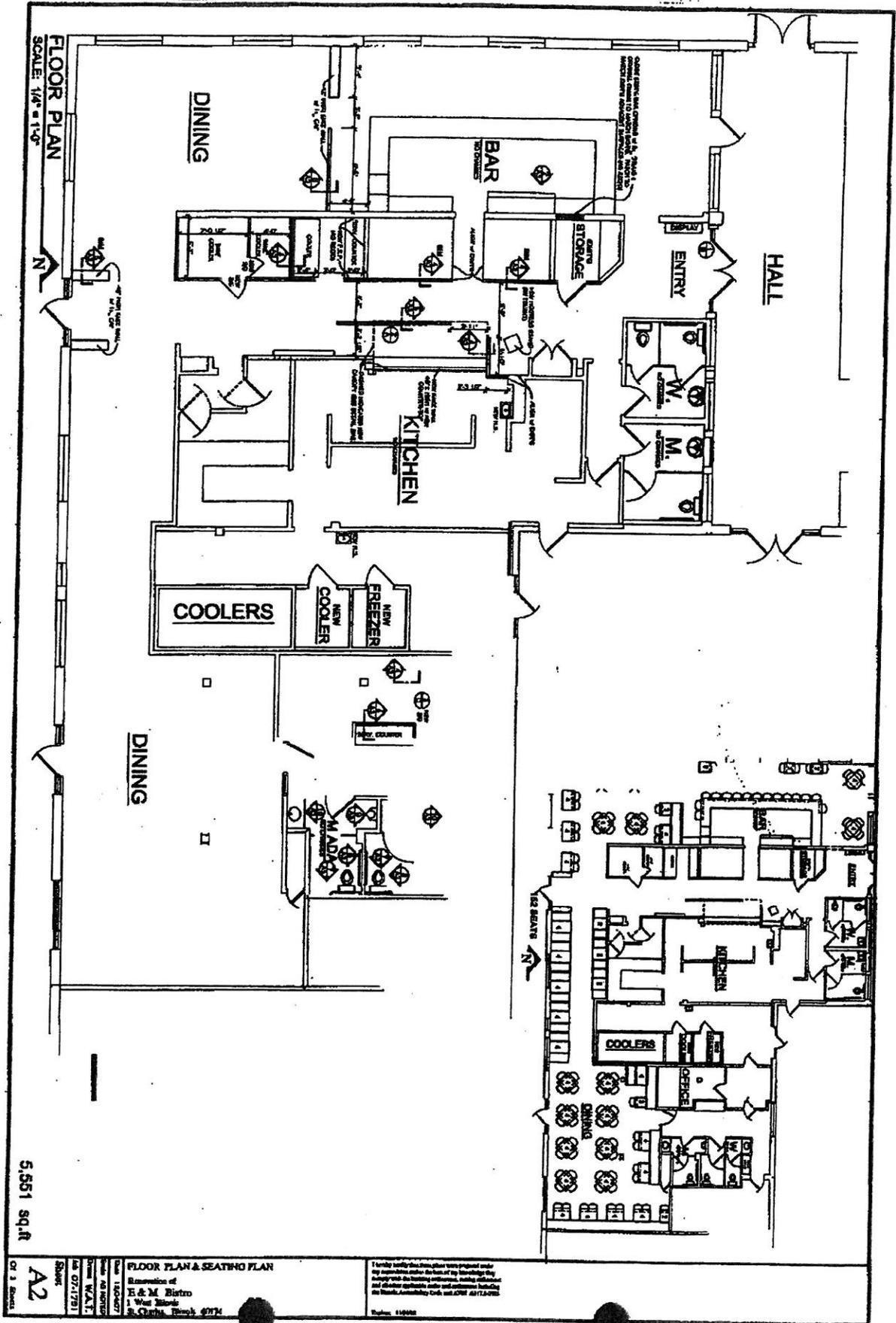
We will have a seasonally revolving menu featuring upscale American Contemporary cuisine. Our head chef and his team have designed a menu including comfort food, appetizers, salads, wraps, burgers, and entrees made in our scratch kitchen. Our spacious bar and dining area HOSTS a broad array of 24 craft beers on draft, with daily Food and drink specials. We intend to be a great addition to the Downtown growth and be part of the booming Restaurant scene by the river.

The interior of the restaurant will feature original steel craftsmanship, Brick walls, and custom designed furniture. Enjoy watching your favorite sporting events in all areas of the restaurant, including spacious booths for eight, two dining areas, and a full bar.

The Location will be a great spot for downtown dwellers or Saint Charles Tourist to enjoy out patio that sits on the Fox River.

EXHIBIT A

- Current configuration.
 - changes to be made before opening



BITES

- Smoked trail mix
- Homemade chips /
- maple-bourbon glazed candied bacon
- homemade buttermilk biscuits with honey butter and jalapeno jam
- fried calamari- chilis, herbs, spicy pomodoro sauce
- cheese curds-bacon, whiskey apple sauce petite greens
- smoked salmon tartar- grilled lemon crème, brioche toast, pickled vegetables
- edamame hummus, harissa nan, sliced cucumbers, smoked paprika, radish
- house made matzo ball soup- chicken broth, fresh herbs
- soup of the day

ROUGHAGE

- Chopped salad- tomato, cucumber, green onion, corn, pasta, bacon, pepperjack, avocado, hearts of palm, housemade buttermilk dressing
- Spinach salad- roasted pear, bleu cheese, shaved red onion, whole grain crutons
- House salad- please check for seasonal offering
- Greek salad- cucumber, artichoke, red onion, oregano, tomato, feta, olives, evoo, lemon juice
- Curried chicken salad-celery, grapes, apples, golden raisins, curried yogurt dressing with candied pecans

INDULGE

- braised shortrib stuffed burger- havarti cheese, tomato jam
- turkey meatloaf sandwich- smoked bacon, merckts cheddar, tomato arugula
- blackened fish tacos- cabbage slaw, spicy aioli
- carnitas tacos- pickled vegetables siracha sour cream
- chicken club- jack cheese, bacon, avocado mousse, LTO
- turkey sloppy joe- served on a sweet potato bun with crispy shallots
- southern fried oysters with sautéed shrimp- cheesy grits, smoked paprika oil
- buttermilk fried chicken- saffron honey waffle, house made Tabasco
- bone in ribeye- seasonal accompaniments
- beer can Cornish game hen- seasonal accompaniments
- seared pork chop- bourbon glazed peaches, sautéed greens, potato hash
- pasta of the day- check for seasonal offering

sides

- Roasted potatoes with local cheese curds
- roasted broccoli with merckts cheese smoked salt and truffle oil
- sautéed greens with roasted garlic with crispy shallots
- ear of sweet corn (for elotes style xtra charge)
- sautéed green beans with bacon and shaved parmesan
- five cheese grits
- Shoestring Fries



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Approve an Application for a Massage Establishment License for Main Spa to be located at 504 E Main Street, St. Charles

Presenter: Police Chief Keegan

Please check appropriate box:

X	Government Operations (12/7/15)		Government Services
	Planning & Development		City Council
	Public Hearing		Liquor Control Commission

Estimated Cost:		Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

Executive Summary:

This is a request for a new massage establishment license for Main Spa to be located at 504 E Main Street. Background investigations were conducted by a detective of the St. Charles Police Department and reviewed both the site location as well as the corresponding applicant of the proposed massage establishment. Through this investigation, we determined that all the requirements have been met and they are eligible for licensing, subject to Council approval.

The application is recommended by the Liquor Control Commission meeting held on November 16, 2015 to go before the Government Operations Committee for their recommendation to City Council for final approval. Vote: Ayes: 4; Nays: 0.

Attachments: *(please list)*

- Massage Establishment Application (front page)
- Background Check
- Site Plan

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve an application for a Massage Establishment License for Main Spa to be located at 504 E Main Street, St. Charles.

For office use only:

Agenda Item Number: 5c



City of St. Charles

Office of the Mayor

Two East Main Street
St. Charles, Illinois 60174-1984
Phone: 630-377-4455 • Fax: 630-377-44400

Office Use Only	
Received:	_____
Amount Paid:	_____
Receipt:	_____

MASSAGE ESTABLISHMENT LICENSE APPLICATION

IMPORTANT: Application must be completed in full and notarized before it will be accepted.
All fees must be paid at the time the application is submitted.

Annual License Application Fee: \$250.00 Fingerprint Fee: \$50.00

NOTE: Applicant must be fingerprinted by the St. Charles Police Department and must provide two passport-size photographs (1" x 1.5" head and shoulders area, face forward) with this application.

1. New License Application Renewal Application Application Change

2. Please select the option that best describes your business:

Corporation Partnership Individual

3. Business Name: MAIN SPA Sales Tax#: n/a

Business Address: 502 E. Main Business Phone: _____

4. Name of Applicant: Jae Sik Kim Home Phone: (_____) _____

Home Address: _____ City/Zip: Skokie, IL 60076

Social Security #: _____ Date of Birth: _____

Driver's License #: _____ Issuing State: IL

****Must include a photocopy of government issued identification card.**

5. Have you ever been convicted of a criminal ordinance violation (other than minor traffic offences):

Yes No

6. If yes, explain in detail:

Police Department



Memo

Date: 10/29/2015
To: The Honorable Ray Rogina, Mayor-Liquor Commissioner
From: James Keegan, Chief of Police *J. K.*
Re: Background Investigation: Main Spa-504 E. Main Street

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

As is customary procedure, a detective was assigned to this investigation and reviewed not only the site location via an inspection, but also the corresponding application and applicant.

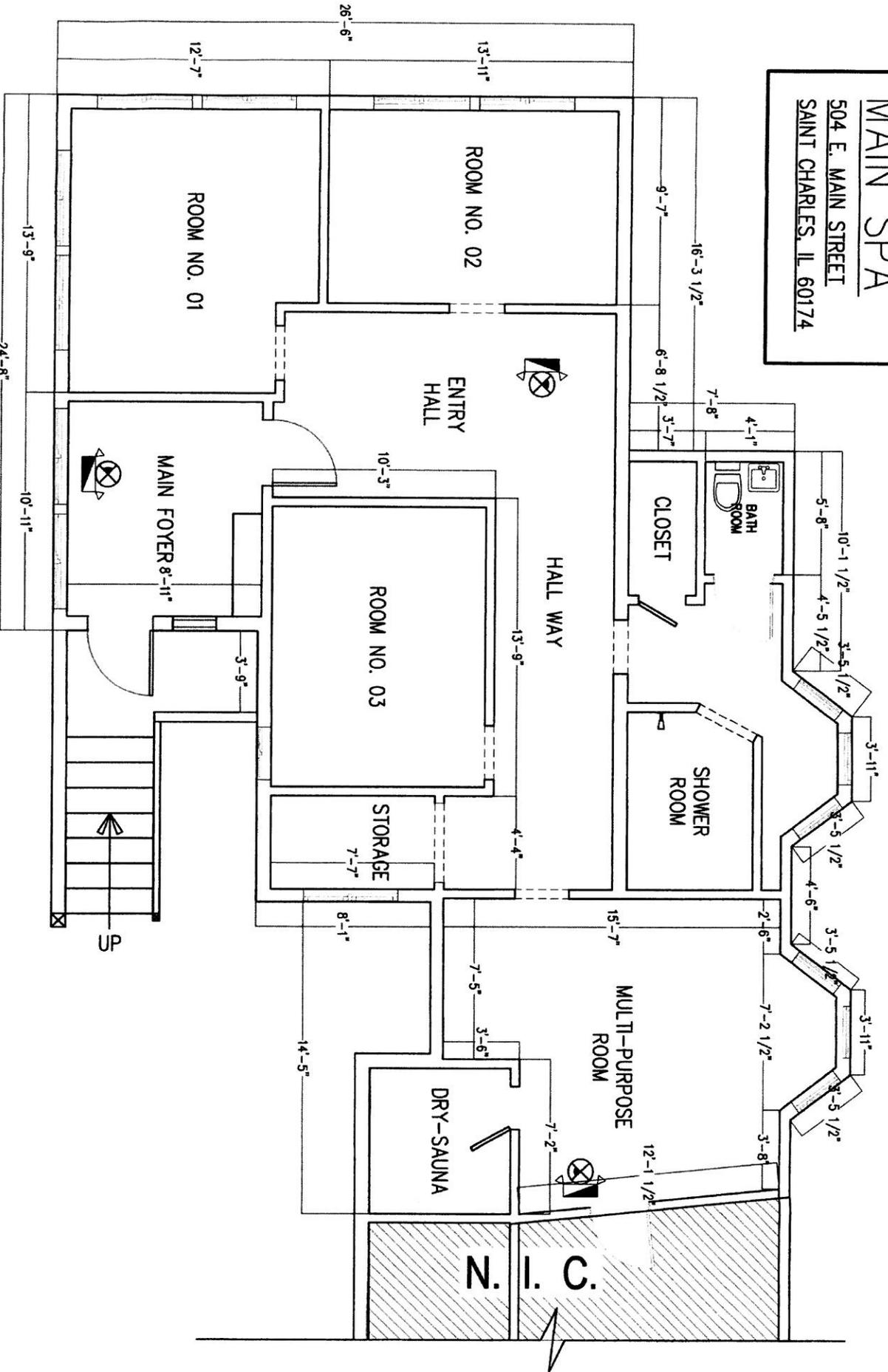
We found nothing of a derogatory nature that would preclude either the site location or the applicant from moving forward with a massage license, subject to Council/Commission approval.

Thank you in advance for your consideration in this matter.

Main Spa/504 E. Main Street

Applicant/Jin In Kim

MAIN SPA
 504 E. MAIN STREET
 SAINT CHARLES, IL 60174



FLOOR PLAN (AS-BUILT)
 N.T.S.