

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>		<b>Agenda Item number: *IIIA4</b>
	<b>Title:</b>	Recommendation to Approve a Proposal for a Sound Amplification Permit and a New Class E-1 Temporary Liquor License for the “Hops for Hope 5K” to be held at Mt. Saint Mary’s Park on October 5, 2024	
	<b>Presenter:</b>	<b>Police Chief Keegan</b>	
<b>Meeting:</b> Government Operations Committee		<b>Date:</b> May 20, 2024	
<b>Proposed Cost per parade:</b> Proposed Cost: \$1,252.68 (PD) \$410.72 (PW) \$57.00 (EMA) <b>TOTAL \$1,720.40</b>		<b>Budgeted Amount:</b> \$	<b>Not Budgeted:</b> <input type="checkbox"/>
<b>TIF District:</b> Choose an item.			
<b>Executive Summary</b> (if not budgeted, please explain):			
<p>This is an application request for a Class E-1 Temporary Liquor License, authorizing dispensing and consumption of craft beer on Park District property, as indicated on a proposed 5K road race route. This temporary license is requested for a single, one-day event, to be held on Saturday, October 5, 2024.</p> <p>The event, known as “Hops for Hope 5K,” will take place on October 5, 2024, in Mount St. Mary’s Park from 10:00 a.m. to 4:00 p.m. and extend into Wheeler Park in Geneva. The estimated attendance is 1,000 participants (last event had 1,000). Project Mobility is a Non-for-Profit organization in partnership with the Bike Rack of St. Charles, with the goal of raising funds to provide adaptive cycling for subjects with physical disabilities.</p> <p>Two EMA members will be present to cross traffic on Route 31 and two Officers will oversee the patrons at the beer fest. Event volunteers will monitor alcohol consumption (beer only) and credential runners (all pre-paid and registered) inside the designated consumption areas. They are also expected to have two members from a private security company (unarmed) to assist with event control.</p> <p>Runners will be allowed to sample a total of six 3 oz. tastings on the running route. The “beer fest” portion of this event is scheduled to begin at 12:30 and last until 4 pm. Runners and those registered just for this portion will receive tickets for six 2 oz. beer samples with their prepaid purchase for consumption inside a fenced-in area near the award tent at the end of the race route. Food will be served by local vendors. No additional service or beer purchases will be permitted once the attendees use up their tickets.</p> <p>All participants must be 21 or older and each will receive an event-specific wristband confirming their identification and age were verified. Each “beer stop” will be fenced with a single point of ingress and egress. The sample will be issued in a plastic cup which would be disposed of at the stop prior to egress. The event will have a fenced in area in Mt. Saint Mary’s Park that will include a tent, awards stand, and a dispensing area for craft beer.</p> <p>A sound amplification permit has been applied for to accommodate a public address system and a band for event entertainment. This event has been approved by the St. Charles Park District Board.</p>			
<b>Attachments</b> (please list):			
E-1 Liquor License Application; Site Plan			
<b>Recommendation/Suggested Action</b> (briefly explain):			
Recommendation to approve a Sound Amplification Permit and a proposal for a new Class E-1 Temporary Liquor License for the Hops for Hope 5K to be held at Mt. Saint Mary’s Park on October 5, 2024.			

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

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



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

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

The undersigned hereby makes application for a Liquor Dealer License, Class E1 – Not-For-Profit License or E3 – Kane County Fair  
Commencing 10/5/24 and ending 10/5/24  
Time Starting 10 am and ending 4 pm  
Location of Event Mount Saint Mary Park

Name of Business Project Mobility  
Address of Business 2930 Campton Hills Road St. Charles 60175 Business Phone 6307629807  
Is the Applicant a Not-For-Profit Organization? Yes  
Authorized Agent Katherine Reda Title Event Director  
Has Applicant had a Class E1 License in the previous 365 days? Yes If YES, on what date: 10/14/23  
Does Applicant have Dram Shop Insurance? Yes If YES, attach evidence of insurance. See attached!

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

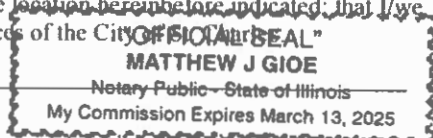
1. The Class E1 license fee is \$50.00 per day.
2. A minimum of three (3) liquor supervisors shall monitor liquor service during all times of operation. **Please provide a list of all supervisors with this application.**
3. Liquor supervisors shall be members of the organization holding the license.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

**Affidavit**

State of Illinois )  
County of Kane )

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

Signed: [Signature] Signed: \_\_\_\_\_  
Sworn to before me this 17 day of April, 2024  
Notary Public [Signature]



**ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER**

Approved: [Signature] Date: 4.22.24 Chief of Police: [Signature]  
Approved: \_\_\_\_\_ Date: \_\_\_\_\_ Liquor Commissioner: \_\_\_\_\_

### Site Plan and/or Route Map

Please use the space provided to accurately outline the event's site plan. If requesting or using any of the resources shown, please indicate as such with the corresponding symbol below.

See attached

▲ Tent / Covered Structure	— Event Perimeter	R Restrooms	----- Race / Walk Route
E Electric / Power Generation	T Tables	B Barricade	FV Food Vendor
⊕ Paramedics/Aid Station	xxx Liquor Sales/Consumption Area	→ FL Fire Lane	→ Directional
V Volunteer	★ Security Checkpoint	G Garbage Can	D Dumpster
S Stage	WS Water Station	C Carnival / Midway Rides	



Road Running Technical Council & USA Track and Field Certification Code: IL17026NM



Map from 2023  
Map will be the same for 2024, breweries and their order may change





FOOD TENT 4



FOOD TENT 3



Map from 2023  
Map will be the same for 2024, breweries and their order may change



BREWERY & SPONSOR ENTRANCE

SECURITY ENTER/EXIT

FIRST AID STATION

BEER STOP #6

5K ID CHECK 10am-11:45am



5K START/ FINISH

ANNOUNCER

WOODBEACH FINISH LINE WATER

BÂTIR FINISHER MEDAL PICK-UP

HOPS FOR HOPE 5K AND ST. CHARLES BREW FEST  
Ticket Sales  
Check-In  
Gear Check  
Shirts for Purchase

BREW FEST ID CHECK Opens 12:30pm

BEER GLASS PICK-UP  
LYQUOR WINE TASTING CARD PICK-UP



FOOD TENT 2

FOOD TENT 1

PARKING LOT

- SPONSOR CHECK-IN
- BREWERY CHECK-IN

DUMPSTER

