

## MEMORANDUM

**TO:** The Honorable Mayor and City Council

**FROM:** James P. Kozik, AICP Director of Planning and Economic Development

**DATE:** January 13, 2023

**SUBJECT:** Application for an Outdoor Special Event Liquor License - Downtown Wheaton Association - Winter Wine Walk

### Proposal

The Downtown Wheaton Association (DWA) has submitted an application for an Outdoor Special Event Liquor License in connection with their Winter Wine Walk, to be held on February 4, 2023 from 2-5:30pm.

### Background Information

This DWA fundraising event is planned as a ticketed wine tasting event. The tasting locations will be inside participating restaurants and selected retailers. The DWA will be purchasing the wine and distributing it to the tasting locations. Each location will have one to two wines offered for tastings.

### Liquor Sales Procedures

The DWA will sell tasting tickets in advance to the public on-line. All ticket holders will check in at a location yet to be determined where they will be carded and receive a wristband (must be 21 years or older); receive their tasting tickets, souvenir glass, and a walking map of the tasting locations.

Each location will have a Basset trained person (21 years or older) as the server of the measured tastings. The server will also be responsible for collecting and/or stamping the participant's tasting ticket.

All tastings will be consumed inside the business premises. Signs will be posted inside the doorways noting that all tastings must be finished inside - no alcohol is allowed outside.

The DWA will be providing "Call a lift" information and mentioning Uber, Lyft any other rideshare programs in their advertising to encourage people to be responsible.

### Recommendation

On January 12<sup>th</sup>, the Liquor Commission met to review the Downtown Wheaton Association's application and voted to recommend approval of an Outdoor Special Event Liquor License in connection with their Winter Wine Walk.

c: Allison Orr



WHEATON MAYOR PHILIP J. SUESS

CITY MANAGER MICHAEL DZUGAN

CITY COUNCIL: MICHAEL BARBIER | ERICA BRAY-PARKER | SCOTT BROWN | SUZANNE FITCH | LYNN ROBBINS | SCOTT WELLER

## DWA - Winter Wine Walk 02/04/2023 : Online Form Submittal: Outdoor Special Event Liquor License Application

Andrea Rosedale <arosedale@wheaton.il.us>

Mon 12/5/2022 5:25 PM

To: Andrew Dameron <andrew@downtownwheaton.com>

Cc: Allison Orr <allison@downtownwheaton.com>; Jim Kozik <JKozik@wheaton.il.us>; Sherry Steinke <SSteinke@wheaton.il.us>; Andrea Rosedale <arosedale@wheaton.il.us>

Good afternoon Andy,

I am in receipt of the Special Event Outdoor Liquor Licence Application for the Winter Wine Walk.

Kindly,

**Andrea Rosedale**

Executive Assistant / City Clerk

City of Wheaton

www.wheaton.il.us

630.260.2012

cc: Jim Kozik, Allison Orr and Sherry Steinke

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**From:** noreply@civicplus.com <noreply@civicplus.com>

**Sent:** Monday, December 5, 2022 1:19 PM

**To:** Wheaton City Clerk <cityclerk@wheaton.il.us>

**Subject:** Online Form Submittal: Outdoor Special Event Liquor License Application

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

### Outdoor Special Event Liquor License Application

#### ***(Beer & Wine Only/Maximum 5 Consecutive Days)***

Name of Event: Winter Wine Walk

Date(s) of Event: 2/4/23

Today's Date: 12/5/22

Hours of Event: 2pm to 5:30pm

Location of Event: Downtown Wheaton businesses

*Pursuant to provisions of Chapter 6, Sections 6-81 and 6-83.5, of the Wheaton City Code, 1996 as amended, regulating the sale of Alcoholic Liquors in the City of*

Wheaton, County of DuPage, State of Illinois, and all amendments thereto now in force and effect, the undersigned hereby makes application for an Outdoor Special Event Liquor License.

A cashier's check representing a non-refundable application fee of fifty dollars (\$50.00) is enclosed.

1. Applicant's Name:	Downtown Wheaton Association
Mailing Address:	130 W Liberty Dr, ste 200, Wheaton, IL 60187
Telephone Number:	6306820633
Email Address:	andrew@downtownwheaton.com
2. President/Chairman's Name:	Vanessa Stang
Mailing Address:	100 N. Wheaton Avenue, Wheaton, IL 60187
Telephone Number:	(630) 456-7853 (work) or (630) 962-1612 (cell)
Email Address:	vstang@wheatonbank.com
Secretary's Name:	Kathy Meyer
Mailing Address:	109 N. Hale Street, Wheaton, IL 60187
Telephone Number:	(630) 523-9711 (work)
Email Address:	kmeyer@innovatoretf.com
3. Date Wheaton-based non-profit organization was organized:	8/11/1999
4. Statement of the objects for which the Wheaton-based non-profit organization was organized:	The promotion and development of businesses within the Special Service Area including promotional and advertising campaigns, increasing customer traffic and retail sales, business retention and recruitment.
5. Names, address and telephone numbers of all officers and directors: (up to a maximum of 8)	
Name, Address & Telephone Number:	Vanessa Stang (President) / 100 N. Wheaton Ave, Wheaton, IL 60187 / 630-456-7853 or 630-962-1612
	Yes
Name, Address & Telephone Number:	Eric Schlickman (Vice President) / 302 W. Front Street, Wheaton, IL 60187 / 630-480-0198
	Yes
Name, Address & Telephone Number:	Tonya Parravano (Immediate Past President) / 131 W. Wesley St, Wheaton, IL 60187 / 630-456-4689 or 312-805-0076

	Yes
Name & Address & Telephone Number:	Cheri Armstrong (Treasurer) / 130 W. Liberty Dr, ste 200, Wheaton, IL 60187 / 630-220-6512
	Yes
Name, Address & Telephone Number:	Kathy Meyer (Secretary) / 109 N. Hale Street, ste 200, Wheaton, IL 60187 / 630-523-9711
	Yes
Name, Address & Telephone Number:	Beatriz Arias (Director) / 222 W. Front Street, Wheaton, IL 60187 / 630-653-5256
	Yes
Name, Address & Telephone Number:	Brian Bare (Director) / 221 W. Front Street, Wheaton, IL 60187 / 630-868-0606
	Yes
Name, Address & Telephone Number:	Brad Huiner (Director) / 107 W. Front Street, Wheaton, IL 60187 / 630-668-0163
<p>6. Names, dates of birth, addresses and telephone numbers of all persons (up to a maximum of 10 persons) who are members of the Wheaton-based non-profit organization and who will transfer, exchange or barter alcoholic beverages for the non-profit organization at its outdoor special event following the granting of the license:</p>	
Name, Address, Telephone Number & D.O.B.	Allison Orr / 1110 Cherry Street, Wheaton, IL 60187 / 847-344-0714 / 3.12.1991
	Yes
Name, Address, Telephone Number & D.O.B.	Andrew Dameron / 0n024 Ambleside Drive #108, Winfield, IL 60190 / 630-564-3881 / 8.24.1986
	Yes
Name, Address, Telephone Number & D.O.B.	Michelle Morse / 1014 Taft Avenue, Wheaton, IL 60189 / 773-744-5838 / 6.7.1985
<p><i>Field not completed.</i></p>	
<p>7. A site plan (attach or upload a copy using the "Upload Site Plan" field below) and description of the location of the outdoor special event along with a diagram or drawing illustrating the premises where the alcoholic beverages will be</p>	<p>Each location on the site map will serve 1-ounce wine samples in exchange for a drink ticket. Each participant will receive 12 drink tickets for the event. Each location will be set up differently, according to their individual floorplans, but will generally have a table set up with a Bassett-certified server pouring each sample. All ticket holders will check-in at a single location (TBD) to have their ID checked and receive a wristband and drink tickets. Nobody without a wristband and drink ticket will receive a sample.</p>



transferred, exchanged, or  
bartered:

Upload Site Plan: [Winter Wine Walk - Site Map.pdf](#)

Upload Diagram or Drawing: *Field not completed.*

8. Have applications for similar licenses been made? Yes, a Class F Liquor License Renewal Application has been submitted

If so, state disposition of such applications.

9. By attachment of his/her signature to this application, the president or head of the board of directors of the Wheaton-based non-profit organization affirms that none of the individuals identified in Question 6 hereof has ever been convicted of a felony or a Class A misdemeanor and are not disqualified to receive a license by reason of any matter of thing contained in the laws of the State of Illinois or any provision of the Wheaton City Code.

10. Has a previous license been issued by any state or subdivision thereof, or by the federal government, to Wheaton-based non-profit organization and if so, where and when. If any license has been revoked, state the reason(s) therefore: A liquor license was issued by the city and state for our Summer Wine Walk in August of 2022. No licenses have been revoked.

11. By attachment of his/her signature to this application, the president or head of the board of directors of the Wheaton-based non-profit organization affirms that the applicant and all individuals identified in Question 6 hereof have not in the past and will not in the future violate any of the laws of the State of Illinois or the United States, or any ordinance of the City controlling the retail sale of alcoholic liquor in the conduct of the exchange, transfer, or barter of the alcoholic liquor pursuant to the Outdoor Special Event Liquor License.

12. State whether the president or head of the board of directors of the Wheaton-based non-profit organization is a public official, and if so, the particulars thereof. N/A

13. By attachment of his/her signature to this application, the president or head of the board of directors of the Wheaton-based non-profit organization affirms that no individual person in the non-profit organization will stand to gain any pecuniary benefit from the transfer, exchange, or barter of alcoholic beverages transferred, exchanged, or bartered pursuant to the Outdoor Special Event Liquor License.

14. By attachment of his/her signature to this application, the president or head of the board of directors of the Wheaton-based non-profit organization affirms that none of the individuals required to be identified in the application have sold,

delivered or given away alcoholic liquor in violation of any state law, or city ordinance, to a person under the minimum age required to purchase or possess liquor.

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Vanessa Stang

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Kathy Meyer

Verify Signatures

I understand that checking this box constitutes the legal signatures confirming the statements above.

### **Reminders**

*–Application for an Outdoor Special Event Liquor License shall be made at least 90 days prior to the scheduled event.*

*–Applicant shall obtain a City of Wheaton Special Event Permit prior to the City Council approving an Outdoor Special Event Liquor License and issuance thereof by the local liquor commissioner.*

*–All persons who transfer, exchange, or barter alcoholic beverages for an Outdoor Special Event Liquor License shall attend and complete the Wheaton Police Department's alcohol sales training program. The applicant is responsible for ascertaining from the Police Department the dates that have been scheduled to conduct such training.*

*–Applicant shall contract with the City Police Department for City services by having at **least two off-duty officers present** at the outdoor special event at all times during the hours of operation.*

*–Applicant shall submit a certificate of dram shop insurance (liquor liability) as required by Section 6-93 of the City Code. The certificate of insurance shall name the City as an additional insured and shall cover the entire time for which the outdoor special event license is issued. The insurance shall include, at a minimum, an amount not less than \$2,000,000 for bodily injury and \$2,000,000 for property damage.*

*–Outdoor Special Event License fee: \$200 per day.*

*–Outdoor Special Event Hours of Operation: Monday-Saturday/11:00 a.m.-11:00 p.m.; Sunday/ 12:00 Noon-9:00 p.m.*

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# Downtown Wheaton Association

## 2023 Winter Wine Walk



### Tasting Locations:

A Baby Naturally  
Altiro Latin Fusion  
Amante Marketplace  
Andrew's Garden  
BABAM  
DoodleBug Workshop  
Egg'lectic Cafe  
Ivy  
Jeans and a Cute Top Shop  
Jerry Evans School of Music  
Kimmer's Ice Cream  
MION Artisan Soap  
Mirolli Shoes  
MOORE Toys & Gadgets  
NEXT yoga  
Rise Fitness & Wellness  
Tasting deVine  
The Protein Spot  
Wheaton Drama Inc.  
Wyckwood House  
Yia Mas

