

OAK RIDGE BEER PERMIT BOARD
SPECIAL MEETING
Municipal Building Training Room – Room 104
Monday, August 24, 2015
5:15 p.m.

AGENDA

1. ATTENDANCE

2. APPLICATION FOR NEW BEER PERMIT AND ASSOCIATED MANAGER APPROVAL APPLICATION

Application #1525
Trinity Out-Reach Center of Hope (TORCH)
Beer Tasting / 2nd Annual Brew Review Event (August 29, 2015 – 7:00 p.m. to 11:00 p.m.)
St. Mary's Church – Gymnasium
Shelia Michel and Russ Morel, Supervisors of Sales for Event
Class E Permit

Application #1529
Pie Five
441 S. Illinois Avenue
Slice of the Pie, LLC, Owner
Charles Hampton, Manager
Class C Permit

3. ADJOURNMENT

CITY OF OAK RIDGE, TENNESSEE
APPLICATION FOR SPECIAL EVENT (CLASS E) BEER PERMIT

I hereby, as an owner or agent/representative of the organization, make application to the Oak Ridge Beer Permit Board for a special event beer permit pursuant to the Oak Ridge City Code and Tennessee law. This application is based upon the following information:

1. Name of Organization: Trinity Out-Reach Center of Hope (TORCH)

2. Type of Organization (check one and submit proof of such status with the application):

- Bonafide charitable organization recognized under Section 501(c) of the Internal Revenue Code
- Bonafide non-profit organization recognized under Section 501(c) of the Internal Revenue Code (EIN 45-4745519)
- Bonafide political organization recognized under Tennessee Code Annotated §2-10-101(a) (political campaign committee) or §2-13-101 (political party)

3. General Information – Organization:

Address of Organization 320 Robertsville Rd. Ste 5 Telephone Number 318-4788

Type of Event Fundraiser - Beer Tasting / 2nd Annual Brew Review

Date(s) of Event August 29, 2015

Time(s) of Event* 7:00pm to 11:00pm

Dates of previous events held within the City of Oak Ridge under a Class E Permit within the past twelve (12) months:

September 12, 2014

Time during which applicant desires to sell/distribute beer: 7:00 pm to 11:00 pm
August 29, 2015

Specific location where beer will be sold/distributed and consumed: St. Mary's Catholic School Gymnasium

4. Full Name of Individual Responsible for Supervising the Sale/Distribution of Beer During Event: Sheila Balthrop Michel ; Russ Morel *and phone conversation*

5. Individual's prior experience selling/serving beer or other alcoholic beverage: Other fundraising events

* Time cannot exceed seventy-two (72) hours

6. Name, mailing address and telephone number of the property owner, if other than the business owner:
St. Mary's Church 327 Vermont Ave. Oak Ridge TN 37830
865-482-2875

NOTE: If the organization is not the property owner, you must submit a signed and notarized written statement from the property owner giving the organization permission to sell or serve beer on the premises for the event. Include this statement with the application.

If the property owner is the City of Oak Ridge, the written statement is not required; however, prior permission for the event and beer sales/distribution is required before beer can be served regardless of whether a beer permit is obtained. Additionally, the City requires a \$1,000,000 alcohol liability insurance policy naming the City as an additional insured for the event.

7. Has the organization or the individual responsible for supervising beer during the event ever had a liquor license or beer permit suspended, revoked or denied? No

If yes, where and under what business name? _____

8. Has the organization or the individual responsible for supervising beer during the event been convicted of violating any law against possession, sale, manufacture or transportation of beer or intoxicating liquor, drugs, or narcotics or of a crime involving moral turpitude within the last ten (10) years? No

If so, give particulars of each charge, court and date convicted.

9. Name and address of the nearest church and school. By City Code §8-705, the Beer Board shall not approve a beer permit where, in the opinion of the board, such sale would interfere with schools, churches or other places of public gathering.

Church: St. Mary's Catholic Church
School: St. Mary's Catholic School }

10. Describe steps which will be taken to prevent the sale of beer to persons under twenty-one (21):

No one will be allowed in the event
without presenting ID which proves he/she
is 21 or older.

11. Are you requesting any exceptions to the Required Control Measures for Special Occasion Beer Permits as approved by the Oak Ridge Beer Permit Board? If so, please explain:

No

Applicant hereby solemnly swears or affirms the following:

- Every statement in this application is true and correct, and if any statement therein is false, the permit issued thereto may be revoked by the Beer Board, after notice of a hearing, in which event the burden shall be on the applicant to prove the correctness of all statements in the application.
- The applicant is of good moral character and has sufficient legal interest in a suitable location as would entitle him/her/them to conduct the sale of beer.
- The City has my full authorization and release to obtain all relevant information to investigate and determine my character, qualifications, and suitability for the issuance of a beer permit.
- Neither myself nor any official of the organization has been convicted of driving under the influence within the past ten (10) years.
- Unlawful gambling and gaming devices will not be allowed during the event.
- Beer will not be sold or served to a person who appears to be intoxicated.
- Beer will not be sold or served to a person under the age of twenty-one (21).
- Persons under the age of twenty-one (21) will not be allowed to consume beer or other alcoholic beverage, nor will they be allowed to loiter on the premises.
- Persons under the age of twenty-one (21) will not be directly employed in the sale/distribution of beer.
- All laws, ordinances, rules, and regulations governing the sale or distribution of beer will be observed and complied with, and all employees will be trained accordingly.
- Clean, sanitary facilities will be provided.
- The event will be conducted in an orderly, peaceable and lawful manner and no loud or obnoxious noises will be allowed.
- No beer or other alcoholic beverages will be sold or consumed on the premises except during lawful hours as set by city ordinance.
- The business is authorized to do business within the City of Oak Ridge and the State of Tennessee.
- Should any change occur in this application prior to the expiration of the Class E Permit, the City's Legal Department will be notified at 425-3530 as soon as possible.
- The City Manager (through the Oak Ridge Police Department) has full power, including right of entry, to enforce the beer ordinances and to inspect and investigate any reported or alleged violations without the necessity of a search warrant.
- The beer permit, once obtained, shall at all times be posted in a conspicuous place at the event that is easily seen by patrons, if available, and if not it shall be on site for inspection.
- The beer permit may be revoked or suspended, after notice and a hearing by the Board, for any violations of the above statements, for any misinformation or omission contained within this application, for any violation of the Code of Ordinances, Title 8, Chapters 6-8, or for any violations of State law relating to beer, alcohol or crimes of moral turpitude.
- The applicant has ensured the business is in compliance with all zoning requirements for the event location.

I hereby release, absolve and hold harmless the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives (hereinafter the "City") from any and all liability of whatever type for any damages, causes of action, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or other matters related to my application. I hereby waive all possible liability of the City as stated above.

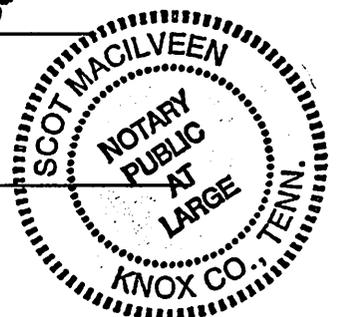
This the 7th day of July, 2015.

Sheila Michel
Signature of Applicant

Sworn to and subscribed before me this 7th day of July, 2015

My commission expires: August 29, 2015

[Signature]
Notary Public

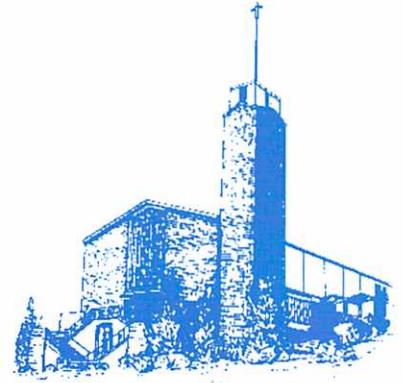


St. Mary Church

327 VERMONT AVE.

OAK RIDGE, TENNESSEE 37830

865-482-2875



20 May 2015

Memorandum of Record

Subject: Sales of Beer and Liquor at Fundraiser by Trinity Outreach Center of Hope
on 29 August 2015

St. Mary's Catholic Church concurs with the planned sales of beer and liquor by Trinity Outreach Center of Hope at its fundraiser on 29 August 2015. The fundraiser will occur in the Parish Life Center of St. Mary's Catholic Church.

It is understood that Trinity Outreach Center of Hope is applying for the special occasion permit from the City of Oak Ridge TN, using the tax exemption issued to the Trinity Outreach Center of Hope. (Note: St. Mary's Catholic Church now has a Permit for On-premise Sale, but the Trinity Outreach Center of Hope is conducting this event independent of the permit held by St. Mary's Catholic Church.)

John T. (Tom) Slankas
Business Administrator

**CITY OF OAK RIDGE, TENNESSEE
APPLICATION FOR BEER PERMIT**

Application for (check all that apply):

manufacturer (Class A Permit) on-premises consumption (Class C Permit)
 hotel or club (Class D Permit) off-premises consumption (Class B Permit)

I hereby, as an owner or agent/representative of the business, make application to the Oak Ridge Beer Permit Board for a beer permit pursuant to the Oak Ridge City Code and Tennessee law. This application is based upon the following information:

1. Request is made for (check all that apply):

new beer permit
 existing permit—name change existing permit—ownership change
 existing permit—change location existing permit—additional permit type

2. Name under which business will operate: Pie Five

By Tennessee Code Annotated §57-5-103(a)(3)(C), a beer permit is only valid for the business operating under the name identified on the permit. A change in name will automatically invalidate the beer permit and a new permit must be obtained to continue to sell/serve beer. There is no grace period or holdover period for selling beer during this time.

3. Street address where business will operate: 441 South Illinois Ave.
Oak Ridge, TN 37830

By Tennessee Code Annotated §57-5-103(a)(3)(B), a beer permit is only valid for a single location and cannot be transferred to a new location. A permit is valid for all decks, patios, and other outdoor serving areas that are contiguous to the exterior of the building in which the business is located and that are operated by the business. A change in location will invalidate the beer permit and a new permit must be obtained to continue to sell/serve beer. There is no grace period or holdover period for selling beer during this time.

4. Business Telephone Number: (205) 824-5060

5. Proposed date business will open under this ownership: 9/1/2015

6. Full Name of Applicant (Owner or Owner's Agent/Representative):

Fred Gustin

7. Applicant's prior experience selling/serving beer or other alcoholic beverage:

Quality Restaurant Concepts, LLC.
DBA: Applebee's

8. Type of business entity:

Individual Corporation L.L.C. Joint-stock Company
 Partnership Other Slice of the Pie LLC

9. Full name of the person to be the on-premise manager responsible for the direct daily operations of the business:

Charles Hampton

10. Name and mailing address of person to receive communication from the City and/or Beer Board (ex. annual privilege tax notices) as well as said person's relationship to the business:

Dianne Nance 601 Vestavia Pkwy. Ste. 1000
Birmingham, AL 35216

11. Describe the nature of the business (ex. restaurant, bar, tavern, club, convenience store, etc.)
Restaurant.

12. Description of the business's footprint and parking areas available to/for the use of the business (attach drawing if available):
under construction

13. Name, mailing address and telephone number of the property owner, if other than the business owner:
n/a

NOTE: If the business owner is different from the property owner, you must submit a signed and notarized written statement from the property owner giving the applicant/business permission to sell or serve beer on the premises. Include this statement with the application.

14. Has any owner (having at least a five percent (5%) ownership interest) ever had a liquor license or beer permit suspended, revoked or denied? no
If yes, where and under what business name? _____

15. Has any owner (having at least a five percent (5%) ownership interest) or any person to be employed in the distribution or sale of beer been convicted of violating any law against possession, sale, manufacture or transportation of beer or intoxicating liquor, drugs, or narcotics or of a crime involving moral turpitude within the last ten (10) years? no
If so, give particulars of each charge, court and date convicted.

16. Does any owner have a business or personal relationship with any person who previously held a beer permit for this location, or with any person or entity who owned any portion of a business which previously held a beer permit at this location? no
If yes, explain: _____

17. Name and address of the nearest church and school. By City Code §8-705, the Beer Board shall not approve a beer permit where, in the opinion of the board, such sale would interfere with schools, churches or other places of public gathering.
Woodland Elementary
Woodland Park Baptist

18. Describe steps which will be taken to prevent the sale of beer to those under twenty-one (21):
Pie Five staff will ID every guest wishing to purchase alcohol.

NOTE: In accordance with Tennessee Code Annotated §57-5-103(d), all beer permit holders must provide documentation that they are duly registered for sales tax purposes. A copy of the sales tax registration certificate must be submitted with this application or within ten (10) days after being issued a beer permit.

Applicant hereby solemnly swears or affirms the following:

- Every statement in this application is true and correct, and if any statement therein is false, the permit issued thereto may be revoked by the Beer Board, after notice of a hearing, in which event the burden shall be on the applicant to prove the correctness of all statements in the application.
- The owner(s) is(are) of good moral character and has/have sufficient legal interest in a suitable location as would entitle him/her/them to conduct the sale of beer.
- The City has my full authorization and release to obtain all relevant information to investigate and determine my character, qualifications, and suitability for the issuance of a beer permit.
- Neither myself nor any owner or manager has been convicted of driving under the influence within the past ten (10) years.
- Unlawful gambling and gaming devices will not be allowed in the business.
- Beer will not be sold or served to a person who appears to be intoxicated.
- Beer will not be sold or served to a person under the age of twenty-one (21).
- Persons under the age of twenty-one (21) will not be allowed to consume beer or other alcoholic beverage, nor will they be allowed to loiter on the premises.
- The business will comply with the provisions of Tennessee Code Annotated §57-5-301(e)(1) regarding possession and transportation of beer by persons under the age of twenty-one (21).
- All laws, ordinances, rules, and regulations governing the sale or distribution of beer will be observed and complied with, and all employees will be trained accordingly.
- Clean, sanitary facilities will be provided.
- The business will be conducted in an orderly, peaceable and lawful manner and no loud or obnoxious noises will be allowed.
- No beer or other alcoholic beverages will be sold or consumed on the premises except during lawful hours as set by city ordinance.
- The business is authorized to do business within the City of Oak Ridge and the State of Tennessee.
- Should any manager cease to act in such capacity, this fact shall be reported to the City's Legal Department at 425-3530 within five (5) days.
- Should any ownership change, this fact shall be reported to the City's Legal Department at 425-3530 within one (1) business day, and the beer permit shall be returned to the City.
- The City Manager (through the Oak Ridge Police Department) has full power, including right of entry, to enforce the beer ordinances and to inspect and investigate any reported or alleged violations without the necessity of a search warrant.
- The beer permit, once obtained, shall at all times be posted in a conspicuous place within the establishment that is easily seen by patrons.
- The beer permit may be revoked or suspended, after notice and a hearing by the Board, for any violations of the above statements, for any misinformation or omission contained within this application, for any violation of the Code of Ordinances, Title 8, Chapters 6-8, or for any violations of State law relating to beer, alcohol or crimes of moral turpitude.
- The applicant has ensured the business is in compliance with all zoning requirements for this location.

I hereby release, absolve and hold harmless the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives from any and all liability of whatever type for any damages, causes of action, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or other matters related to my application. I hereby waive all possible liability of the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives as stated above.

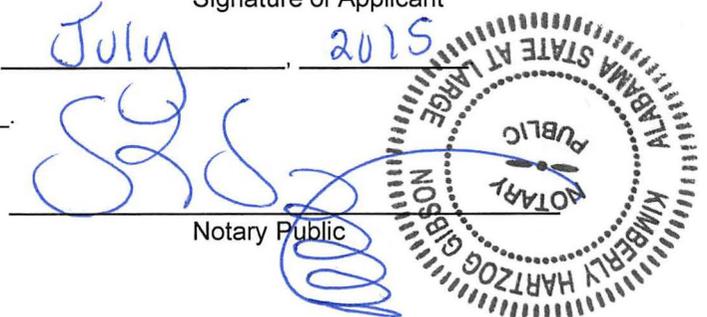
This the 30th day of July, 2015.

Justin Pender Tax & License Coordinator
Signature of Applicant

Sworn to and subscribed before me this 30th day of July, 2015

My commission expires: _____

Kimberly Hartzog Gibson
My Commission Expires
May 13, 2019



**CITY OF OAK RIDGE, TENNESSEE
APPLICATION FOR APPROVAL AS MANAGER**

I hereby make application to the Oak Ridge Beer Permit Board for approval as Manager pursuant to the Oak Ridge City Code. This application is based upon the following information:

1. Business Name Pie Five
Business Address 441 South Illinois Ave. Oak Ridge, TN. 37830

2. Manager's Full Name Charles Hampton

3. Request is made as (check which applies):
Additional Manager Replacement of Prior Manager

4. Manager's prior experience selling/serving beer or other alcoholic beverage:
none.

5. Manager's Work History:
How long have you been employed at the business? 7/29/2015
Date you became Manager: 1999
Name of Previous Manager: n/a Date left: n/a
Previous Employment for the past ten (10) years (name of business, address, length of employment, position held). Attach additional sheets if necessary):
see attached.

6. Beer Permit History:
Have you ever been employed at an establishment with a beer permit? no
If so, where and when: _____
Have you ever been a manager of an establishment with a beer permit? no
Have you ever had a beer permit refused, suspended or revoked? no
If so, where and when: _____

7. Manager's Criminal History:
Have you ever been convicted of any violation of federal laws, state statutes, or city ordinances involving the possession, sale, manufacture or transportation of intoxicating liquors, drugs or narcotics, or of a crime of moral turpitude with the past ten years? no
If so, provide details of the offense and when you were convicted:

8. Describe steps which will be taken to prevent the sale of beer to persons under twenty-one (21):
ID each person wishing to purchase alcohol.

Applicant hereby solemnly swears or affirms the following:

- Every statement in this application is true and correct, and if any statement therein is false, the permit issued thereto may be revoked by the Beer Board, after notice of a hearing, in which event the burden shall be on the applicant to prove the correctness of all statements in the application.
- I am of good moral character and as manager of the business am able to conduct the sale of beer.
- The City has my full authorization and release to obtain all relevant information to investigate and determine my character, qualifications, and suitability for the issuance of a beer permit.
- I have not been convicted of driving under the influence within the past ten (10) years. (Not applicable if manager also possesses a current server permit from the Tennessee Alcoholic Beverage Commission)
- Unlawful gambling and gaming devices will not be allowed in the business.
- Beer will not be sold or served to a person who appears to be intoxicated.
- Beer will not be sold or served to a person under the age of twenty-one (21).
- Persons under the age of twenty-one (21) will not be allowed to consume beer or other alcoholic beverage, nor will they be allowed to loiter on the premises.
- The business will comply with the provisions of Tennessee Code Annotated §57-5-301(e)(1) regarding possession and transportation of beer by persons under the age of twenty-one (21).
- All laws, ordinances, rules, and regulations governing the sale or distribution of beer will be observed and complied with, and all employees will be trained accordingly.
- The business will be conducted in an orderly, peaceable and lawful manner and no loud or obnoxious noises will be allowed.
- No beer or other alcoholic beverages will be sold or consumed on the premises except during lawful hours as set by city ordinance.
- Should I cease to act as manager, this fact shall be reported to the City's Legal Department at 425-3530 within five (5) days.
- The City Manager (through the Oak Ridge Police Department) has full power, including right of entry, to enforce the beer ordinances and to inspect and investigate any reported or alleged violations without the necessity of a search warrant.
- My manager approval may be revoked or suspended, after notice and a hearing by the Board, for any violations of the above statements, for any misinformation or omission contained within this application, for any violation of the Code of Ordinances, Title 8, Chapters 6-8, or for any violations of State law relating to beer, alcohol or crimes of moral turpitude.

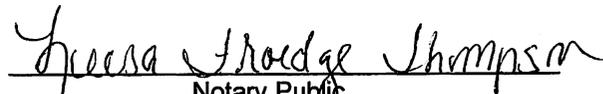
I hereby release, absolve and hold harmless the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives from any and all liability of whatever type for any damages, causes of action, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or other matters related to my application. I hereby waive all possible liability of the City of Oak Ridge, the Oak Ridge Beer Permit Board, the Oak Ridge Police Department, its employees, agents and representatives as stated above.

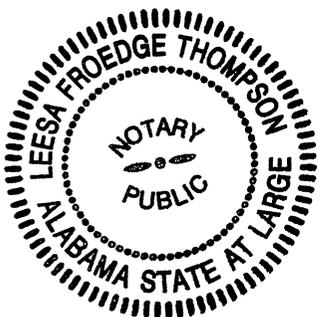
This the 31 day of July, 2015.


Signature of Applicant

Sworn to and subscribed before me this 31 day of July, 2015.

My commission expires: June 5, 2019.


Notary Public



Leesa Froedge Thompson
My Commission Expires
June 5, 2019

EXPERIENCE

Total work experience: **15 years 9 months**

Restaurant Manager

Zaxby's, Harriman, TN

05/01/14 - 05/01/15 (1 year)

Job Duties Provide customer service. Assign employees to specific duties. Direct and supervise employees. Inventory stock. Enforce safety, health, and security rules. Hire, train, and evaluate personnel. Promote brand in community, Test new products, Open restaurant, set up maintenance schedules.

Assistant Manager

Panera Bread, Oak Ridge, TN

10/01/12 - 02/01/14 (1 year 4 months)

Job Duties Provide customer service. Assign employees to specific duties. Direct and supervise employees. Enforce safety, health, and security rules. Keep records. All management functions

Restaurant Manager

Hardees, Wartburg, TN

04/01/08 - 10/01/12 (4 years 6 months)

Job Duties Provide customer service. Assign employees to specific duties. Direct and supervise employees. Inventory stock. Enforce safety, health, and security rules. Hire, train, and evaluate personnel. All management duties.

Restaurant Manager

Captain D's, Rockwood, TN

05/01/99 - 05/01/08 (9 years)

Job Duties Provide customer service. Assign employees to specific duties. Direct and supervise employees. Inventory stock. Enforce safety, health, and security rules. Hire, train, and evaluate personnel. All management duties
