



JAMES O. LANGFELDER
MAYOR

**OFFICE OF BUSINESS LICENSING
LIQUOR COMMISSION CITY OF
SPRINGFIELD ILLINOIS**

TODD M. OLIVER
Division Manager

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NOTICE TO LICENSEES

November 6, 2020

Please review the following:

1. All Bars and Restaurants must close at 11:00 PM
2. City of Springfield Executive Order dated November 5, 2020
3. Specific guidelines for operations (see Exhibit A of executive order)
4. Information on the proper use of face masks by customers and staff

The failure to follow the above public health requirements may result in fines, liquor license suspension, or liquor license termination.

We truly appreciate your hard work during these difficult times. Remember, it is critically important to protect yourself and others while utilizing the appropriate safety measures (masks, social distancing, keeping everyone at their own designated area) when operating your establishments. The entire county has seen a dramatic increase in the number of COVID-19 cases in the recent days, and we need to do all we can to stay healthy and protect our community.

Thank you for your cooperation and assistance.

Office of Business Licensing
Liquor Commission
City of Springfield

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NOV 05 2020

**AFFIRMATION OF THE
DECLARATION OF LOCAL
STATE OF EMERGENCY**

City Clerk's Office

**State of Illinois
County of Sangamon
City of Springfield**

Pursuant to the authority vested in the Office of Mayor by the Illinois Municipal Code Section 5/11-1-6, the Illinois Emergency Management Agency Act Section 3305/11 and City Code of Ordinances of the City of Springfield, I, James O. Langfelder, the Mayor of the City of Springfield, do hereby declare and reaffirm that a Local State of Emergency exists as of this date, November 5, 2020, and shall continue until such time that the statewide disaster proclamation is lifted or by further action by the City of Springfield City Council.

Further, all previous emergency orders issued and any and all actions taken in accordance with the Declaration of Local State of Emergency related to the COVID-19 are hereby reaffirmed, ratified and reissued except as modified herein and shall remain effective until such time that the Local State of Emergency is lifted.

THE NATURE OF THE EMERGENCY

An outbreak of Novel Coronavirus (COVID-19) has emerged and spread throughout the state of Illinois, Sangamon County, and the City of Springfield. Certain populations are at higher risk of experiencing more severe illness as a result of COVID-19, including older adults and those with serious chronic health conditions. Thus far, efforts to halt the spread of COVID-19 have proven unsuccessful and the virus continues to spread at alarming rates throughout Sangamon County. However, slowing the spread of COVID-19 will reduce the number of people who become ill and ease the stress put upon the City's healthcare resources. Medical professionals have stated that proper precautions to prevent the spread of COVID-19 include but are not limited to: social distancing, the wearing of facemasks, and the washing of hands.

Accordingly, during the existence of this Local State of Emergency, the Mayor shall execute such authority as provided under the Illinois Municipal Code and the City's home rule authority under the Illinois Constitution, the Illinois Emergency Management Act, and the City of Springfield Code of Ordinances.

Further, due to the unique nature of COVID-19, the Mayor, in his capacity as local liquor commissioner, shall execute such authority as provided under the Illinois Municipal Code, the Illinois Liquor Control Act and the City of Springfield Code of Ordinances. ALL LICENSEES SHALL OPERATE THEIR BUSINESSES IN COMPLIANCE WITH THE ATTACHED EXHIBIT A UNTIL FURTHER NOTICE. THE FAILURE TO FOLLOW AND COMPLY WITH THESE REQUIREMENTS MAY RESULT IN FINES OR LICENSE SUSPENSION OR LICENSE TERMINATION.

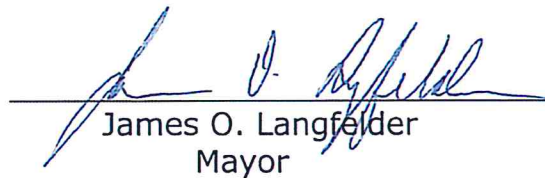
Further, city personnel from the Springfield Police Department, the Springfield Fire Department and the code inspectors are authorized and directed to inspect, enforce, and issue citations as needed to enforce the provisions of this Executive Order, state and local law related to COVID health regulations.

Further, upon the advice of medical authorities, the City of Springfield hereby determines that the wearing of facial masks in retail establishments located within the corporate boundaries of the City are medically beneficial to reduce the potential spread of COVID 19. Therefore, this requirement will be deemed as mandatory pursuant to Chapter 131 Section 15 of the 1988 City of Springfield Code of Ordinances.

A copy of this Declaration shall be filed with the Office of the Clerk for City of Springfield as soon as practicable.

I, James O. Langfelder, whose name is signed to this instrument, being first duly sworn, signed and executed the instrument as the Declaration of Local State of Emergency, and that I signed willingly, and that I executed it as my free and voluntary act for the purposes therein expressed.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City of Springfield to be affixed this **5th day of November, 2020.**

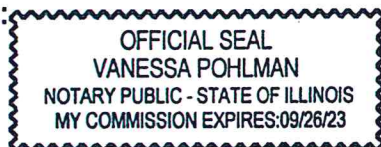

James O. Langfelder
Mayor

NOTARY

On this 5th Day of November, 2020, the above named, James O. Langfelder, personally appeared before me and acknowledged the foregoing to be his free act and deed.

My commission expires: 9/26/23

Notary Seal:



Notary Public

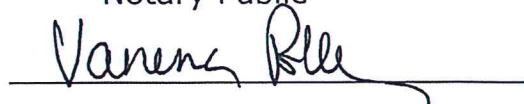


EXHIBIT A (11/05/2020)

Occupancy and Social Distancing

Establishments must operate their indoor public areas at no more than 25% of capacity and their outdoor public areas at no more than 50% of capacity. Indoor and outdoor capacity restrictions will be calculated and enforced separately. For example, if the capacity of an establishment is forty guests inside and fifty guests outside, the maximum number of guests allowed will be ten inside and twenty-five outside.

Establishments must ensure that all customers only consume food or drink while seated at a table (not a bar or countertop). The number of customers seated at one table shall be limited to ten persons, and unrelated groups of customers (i.e., those not from the same household/party) shall not be seated at the same table. All seated customers must be seated at their table so that they are at least six feet away from: (a) any other customer seated at any other table; and (b) any other patron service area. In lieu of compliance with this six-foot rule, the establishment may use physical barriers to separate a customer seated at their table from customers seated at other tables and from other patron service areas.

For those customers being served at tables indoors, establishments must obtain and create a written record of the following information from each customer, or, if the customer is with a party which intends to be seated and served at the same indoor table, one member of the party: (a) that person's name and telephone number; (b) confirmation that neither the person providing their name and telephone number nor any member of that person's party is waiting for COVID test results or has a fever. The establishment must also include in this written record the indoor table number where the person providing the information and that person's party (if so accompanied) was seated and the time of seating. Establishments must maintain this written record and provide it to the County upon request.

Establishments shall not allow customers to sit at bars or countertops.

Orders for food and drink may be taken and fulfilled at a counter or bar and payment for the food and drink accepted, but only if 6 foot social distancing guidelines are followed with the use of recommended face coverings.

Establishments shall not allow customers to consume food or drink while they are standing.

To the extent possible, patrons must wait for services off-premises, either outdoors and maintaining a social distance of 6-ft with the use of recommended face coverings or

in their vehicles. Patrons can remain in the waiting area but should adhere to 6-ft distancing guidelines.

Fire departments located in Sangamon County will assist Sangamon County Liquor and Health Inspectors in determining occupancy limits.

Hours of Operation

Establishments may not begin serving the public until 6:00 a.m.

Establishments must close by 11:00 p.m., and no customers shall remain in either indoor or outdoor serving areas after 11:00 p.m.

Face Coverings

Establishments must have an adequate supply of face coverings for staff, as well as a policy and training for staff to wear their face coverings. Employees must wear face coverings over their nose and mouth. Establishments shall ensure that all customers wear face coverings over their nose and mouth while they are in the indoor public areas but not seated indoors with their own household/party.

Hand Washing and Sanitizing Stations

Hand-washing sinks must be accessible, functional with hot and cold running water, and fully stocked with soap, hand drying devices, and waste cans. Hand sanitizing stations must be provided, as appropriate, in multiple locations to encourage hand hygiene by both patrons and employees to supplement hand washing. Train and remind employees of effective hand hygiene practices, including washing hands with soap and water for at least 20 seconds.

Live Music/Dancing

Indoor live music is prohibited. Further, irrespective of the source of the accompanying music, neither Karaoke nor dancing is permitted.

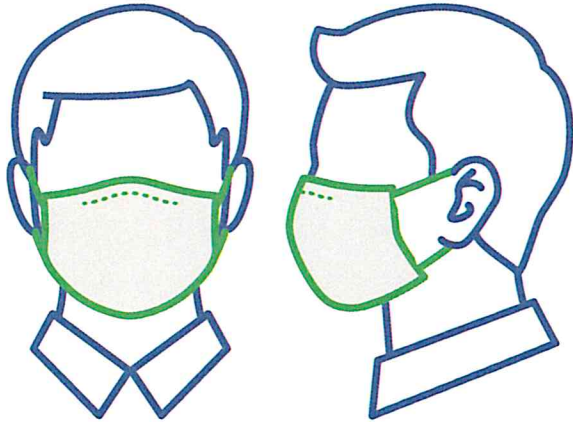
Circulation

If existing windows in the areas tables are provided for customers' use are operable, they must each be opened one inch to increase the volume of fresh air entering the building while the area is open for use by the public.

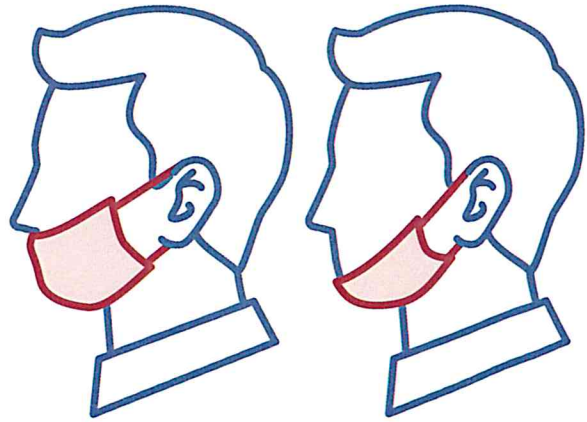
The establishment's existing HVAC equipment shall be operated at maximum capacity for the purpose of exchanging the air in the indoor public areas tables are provided for customers' use.

NOTICE: PER CITY CODE, A MANDATORY MASK ORDINANCE IS IN PLACE.

Effective Friday, November 6, 2020, **any person over the age of 2 years old must wear a mask** while at this location.* Masks must cover your nose and mouth. If caught in violation by enforcement efforts, the individual will face a monetary fine of \$50. In addition, businesses may be fined up to \$500 for each individual occurrence.



MASK WORN PROPERLY
Your nose and mouth are covered.



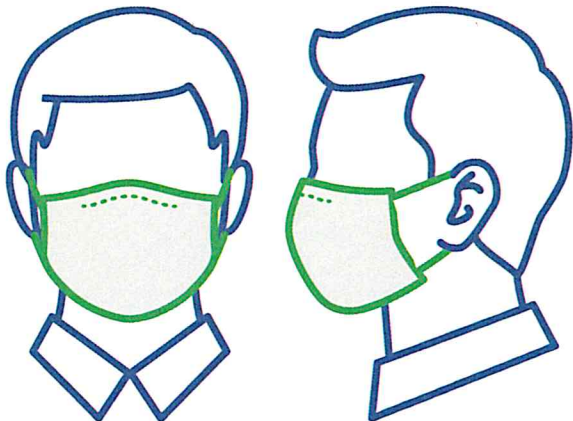
MASK WORN IMPROPERLY
Your nose or mouth is uncovered.

*Certain individuals are exempt, including those under 2 years old, those with a documented medical condition, and those sitting at a designated table actively eating or drinking.

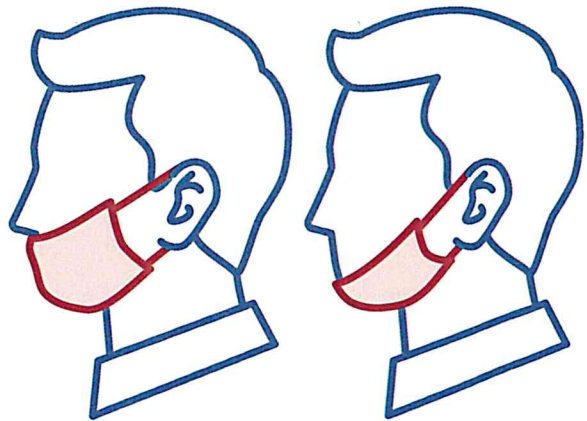


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