

**VILLAGE OF HUNTLEY**  
**LIQUOR COMMISSION HEARING**  
**May 9, 2019**  
**MINUTES**

**CALL TO ORDER:**

A meeting of the Huntley Liquor Commission was called to order on Thursday, May 9, 2019 at 7:00 p.m. in the Municipal Complex, Village Board Room, 10987 Main Street, Huntley, Illinois 60142.

**ATTENDANCE:**

**PRESENT:** Chairman Charles H. Sass; Commissioners: Ronda Goldman, Timothy Hoeft, Niko Kanakaris, Harry Leopold, John Piwko and JR Westberg.

**ABSENT:** None

**IN ATTENDANCE:** Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Director of Public Works and Engineering Timothy Farrell, Chief Robert Porter, Director of Finance Cathy Haley, Village Clerk Rita McMahan, Human Resources Manager Chrissy Hoover, and Village Attorney John Cowlin.

**PUBLIC COMMENTS:** None

**ITEMS FOR CONSIDERATION:**

- A. Consideration – An Ordinance accepting the surrender of a Class “F” liquor license from Kemper Sports Management and the issuance of a Class “F” liquor license to the Huntley Park District; 11220 Algonquin Road

Chairman Sass reported that the Village of Huntley regulates the sale of alcoholic beverages in the Village through its Liquor Control Ordinance, which provides for the issuance of certain classes of liquor licenses and establishes the number of licenses available in each class.

Staff Analysis

The Village is in receipt of an application for a Class “F” liquor license from Mr. Thom Palmer, Executive Director on behalf of the Huntley Park District for Pinecrest Golf Club; 11220 Algonquin Road. The Park District is cancelling their current management contract with Kemper Sports Management and entering into a new contract with Landscape Management. The transfer of management contracts is expected to take place June 1, 2019 at which time, the Kemper Class “F” liquor license will be surrendered and the Huntley Park District Class “F” liquor license will go into effect upon notification to the Village and receipt of the State liquor license.

As part of the application process the following items are required to be submitted:

- Signed and notarized Application with Affidavit ***Submitted***
- Payment of \$1,500 ***Submitted***
- Applicant Profile Information ***Submitted***
- Registered Agent Profile Information ***Submitted***
- Manager Information – ***Submitted***
- Current Articles of Incorporation ***Submitted***
- Current Lease / Deed ***Submitted***
- Certificate of Insurance including Best Policy Rating ***Submitted***

- Surety Bond *Submitted*
- State Liquor License
- BASSET training information for employees *Submitted*
- Background check completed – *Yes*

All documents required have been submitted with the exception of the State Liquor License. The Liquor Commission can approve the Class “F” liquor license with the condition of approval being that a certified copy (proof) of their State Liquor License be provided before the Village’s liquor license becomes effective.

Financial Impact

The yearly fee of \$1,500 for the liquor license has been received and deposited to the Liquor License revenue line item 100-00-00-4320.

Legal Analysis

Section 110 of the Village Code of Ordinances regulates liquor sales in the Village. The application has been reviewed and is in compliance with Section 110: Alcoholic Beverages requirements.

Chairman Sass reported that representatives from the Park District were in attendance to answer questions and asked if the Liquor Commission had any comments or questions; there were none.

**A MOTION was made to approve an Ordinance Approving the surrender of a Class “F” liquor license from Kemper Sports Management and the Issuance of a Class “F” Liquor License to the Huntley Park District; 11220 Algonquin Road subject to the following conditions of approval:**

**1. Submittal of the State of Illinois Liquor License**

**MOTION: Commissioner Kanakaris**

**SECOND: Commissioner Goldman**

**AYES: Commissioners: Goldman, Hoeft, Kanakaris, Leopold, Piwko and Westberg**

**NAYS: None**

**ABSENT: None**

**The Motion Carried: 6-0-0**

**EXECUTIVE SESSION: None**

**POSSIBLE ACTION ON ANY CLOSED SESSION ITEMS: None**

**OTHER BUSINESS: None**

**ADJOURNMENT:**

**There being no further business to discuss, a MOTION was made to adjourn the hearing at 7:02 p.m.**

**MOTION: Commissioner Piwko**

**SECOND: Commissioner Hoeft**

**The Voice Vote noted all ayes and the motion carried.**

Respectfully submitted,

Barbara Read  
Recording Secretary