

**VILLAGE OF HUNTLEY
LIQUOR COMMISSION
February 27, 2020
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Huntley Liquor Commission was called to order on Thursday, February 27, 2020 at 8:58 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, Harry Leopold, and JR Westberg.

ABSENT: Commissioners: Niko Kanakaris and John Piwko

IN ATTENDANCE: Village Manager David Johnson, Assistant Village Manager Lisa Armour, Management Assistant Barbara Read, Deputy Chief Mike Klunk, and Village Attorney John Cowlin.

PUBLIC COMMENTS: None

ITEMS FOR CONSIDERATION:

- A. Consideration – An Ordinance for the Approval and Issuance of a Class “E” Liquor License and Waiver of Fee; Huntley Festival Foundation d/b/a Huntley Fall Fest / 2020 Huntley Fall Fest

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.

A Class “E” Liquor License is being requested at this time. Pursuant to the Village of Huntley Liquor Control Ordinance, a Class “E” Liquor License is a temporary license, not to exceed three days, issued to not-for-profit organizations with a license fee of \$75.00. The Class “E” license authorizes the retail sale of beer and wine or other alcoholic liquor specifically approved at the time of license application for consumption upon the premises where sold or offered as specified in the license. No Class “E” license shall be issued until the Liquor Commission has:

1. Established the location upon the premises where beer and wine, or other approved alcoholic liquor is to be sold;
2. The hours of operation, which shall not be extended beyond those provided in §110.09;
3. The manner in which the licensee will manage crowd control and refuse pickup;
4. Proof of insurance as required by this chapter or state laws;
5. A list of members of the corporation who will be selling beer and wine, or other approved alcoholic liquor at the location pursuant to the license; and
6. Proof of permission from the owner of the premises authorizing the sale of beer and wine, or other approved alcoholic liquor during the time requested in the permit and such other requirements as the President and Village Board or Liquor Control Commission deem appropriate in the case of each particular permit.

Staff Analysis

02.27.20 LC Meeting

The Liquor Commission is being presented with the request from the Huntley Festival Foundation (Foundation) for the issuance of a Class “E” Liquor License. The Foundation is a not-for-profit corporation and is qualified to hold a Class “E” liquor license. The Foundation is requesting to sell beer, mai tais, Mike’s Hard Lemonade and wine. The request is for the 2020 Huntley Fall Fest taking place on Huntley Park District property, 12015 Mill Street on September 25, 26, and 27, 2020.

The Foundation is requesting the license to operate a beer garden during the hours of 5:00 pm to 11:00 pm on Friday, September 25th; 10:00 am to 11:00 pm on Saturday, September 26th; and 11:00 am to 7:00 pm on Sunday, September 27th. Alcohol serving will stop at 10:30 pm on Friday and 10:30 pm Saturday night, and at 6:30 pm on Sunday, which is a half-hour before the event closes each day. The beer garden area will be fenced off and there will be no removal of alcohol from this area to the festival area. The event will be monitored by the Fall Fest organization’s own security with a wristband ID service. A letter from the Huntley Park District will be needed to authorize the beer garden on District property.

An application has been placed on file and reviewed by the Village Clerk’s Office. The application is being presented with the provision of the State license, insurance documents and Park District authorization being provided closer to the date of the event. This stipulation will be included as a condition of approval in the ordinance. All other required documentation has been submitted and meets code requirements.

Financial Impact

The Foundation is requesting waiver of the payment of the \$75.00 fee. The Commission has waived the fee in the past.

Legal Analysis

Section 110 of the Village Code of Ordinances regulates liquor sale 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 Fest were in attendance to answer questions.

Chairman Sass asked if the Liquor Commission had any comments or questions; there were none.

A MOTION was made to approve an Ordinance Approving the Issuance of a Class “E” Liquor License to The Huntley Festival Foundation d/b/a Huntley Fall Fest for the 2020 Huntley Fall Fest and Waiver of Fees subject to the following conditions of approval:

- 1. Letter of authorization for the event to be held on Huntley Park District property.**
- 2. A Temporary Use Permit must be applied for and obtained from the Development Services Department.**
- 3. The approved alcohol can only be sold and consumed in the designated beer garden area.**
- 4. Anyone serving or selling alcohol must be BASSET trained.**
- 5. The Foundation agrees to meet with Village Staff no later than 30 days prior to the event to present final security, parking and any other pertinent logistical information for the safe and orderly operation of the festival.**
No less than one (1) week prior to the event:
- 6. Petitioner must show proof of the State of Illinois Liquor License before the Village of Huntley Class “E” Liquor License becomes effective.**
- 7. The petitioner shall provide the Village with a valid Certificate of Insurance naming the Village as an additional insured.**

8. The petitioner agrees to enter into an agreement to indemnify and hold the Village harmless from and against any and all claims arising from the event.

MOTION: Commissioner Hoeft

SECOND: Commissioner Westberg

AYES: Commissioners: Goldman, Hoeft, Leopold, and Westberg

NAYS: None

ABSTAIN: Commissioners: Kanakaris and Piwko

ABSENT: None

The Motion Carried: 4-0-2

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 **8:59 p.m.**

MOTION: Commissioner Westberg

SECOND: Commissioner Leopold

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary