

**VILLAGE OF HUNTLEY
LIQUOR COMMISSION HEARING
May 27, 2021
MEETING MINUTES**

CALL TO ORDER:

A meeting of the Huntley Liquor Commission was called to order on Thursday, May 27, 2021 at 9:31 p.m. in the Municipal Complex, Village Board Room, 10987 Main Street, Huntley, Illinois 60142.

ATTENDANCE:

PRESENT: Chairman Timothy Hoeft; Commissioners: Ronda Goldman, Mary Holzkopf, Niko Kanakaris, Curt Kittel, Harry Leopold, and JR Westberg.

ABSENT: None

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

PUBLIC COMMENTS: None

ITEMS FOR CONSIDERATION:

Commissioner Goldman left the Board Room.

- A. Consideration – An Ordinance for the Approval and Issuance of Two Class “E” Liquor Licenses and Waiver of Fee; Huntley Festival Foundation d/b/a Huntley Fall Fest/2021 Huntley Fall Fest

Chairman Hoeft reported that this item was discussed at the Village Board Meeting.

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.

Two Class “E” Liquor Licenses are 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. It is allowed to issue two licenses for one 4 day event. 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

The Liquor Commission is being presented with the request from the Huntley Festival Foundation (Foundation) for the issuance of two Class “E” Liquor Licenses. The Class “E” liquor licenses would be approved for a 1-day license for Thursday September 23rd and a 3-day license for Friday September 24th – Sunday September 26th. The Foundation is a not-for-profit corporation and is qualified to hold a Class “E” liquor license. The Foundation is requesting to sell alcoholic beverages and wine. The request is for the 2021 Huntley Fall Fest taking place on Huntley Park District property, 12015 Mill Street on September 23, 24, 25, and 26, 2021.

The Foundation is requesting the licenses to operate a beer garden during the hours of 6:00 pm – 10:30 pm on Thursday September 23rd, 5:00 pm to 11:00 pm on Friday, September 24th; 10:00 am to 11:00 pm on Saturday, September 25th; and 11:00 am to 7:00 pm on Sunday, September 26th. Alcohol serving will stop at 10:00 pm on Thursday and 10:30 pm on Friday and 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 \$75.00 fee for each Class “E” license. 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 Hoeft 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 2 Class “E” Liquor Licenses to The Huntley Festival Foundation d/b/a Huntley Fall Fest for the 2021 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 Licenses 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.**
9. **The event shall be held subject to applicable state and local requirements regarding Covid-19.**

MOTION: Commissioner Kanakaris

SECOND: Commissioner Westberg

AYES: Commissioners: Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: Commissioner: Goldman

The motion carried: 5-0-1

- B. Consideration – An Ordinance Amending the Huntley Code of Ordinances – Business Regulations, Alcoholic Beverages Chapter 110 Section 110.24 – Limitation on Licenses – Adding one Class “B” License – Liquor Control Ordinance

Chairman Hoeft 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

Consideration is being requested to amend the Liquor Control Ordinance to make available one Class “B” license instead of 0 in order to provide for the application from Jameson’s Huntley, Inc., 12860 Del Webb Boulevard. The application has been reviewed by Staff and all is in order for consideration.

The Class “B” license shall permit only the retail sale of alcoholic liquor in restaurants and banquet rooms, only at tables and booths in conjunction with meals, but prohibited at counters; provided however, that no sale of alcoholic liquor shall take place earlier than the hour of 11:00 a.m. and not later than the hour of midnight. There are currently no other Class “B” license holders.

An amendment of the Liquor Control Ordinance is not required to provide an additional Class “I” license for their request. A Class “I” license shall be issued only to a business that presently holds a Class “A”, “B”, “C”, or “F” liquor license issued by the Village. Jameson’s currently holds a Class “A” liquor license.

Financial Impact

The fee for a yearly Class “B” License is \$1,500.00.

Legal Analysis

Section 110.24 of the Village Code of Ordinances limits the number of available licenses in each class. There is no available Class “B” license; therefore, if the Liquor Commission elects to issue a license to

Jameson's Huntley, Inc. the Commission must create one (1) Class "B" license.

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

A MOTION was made to approve an Ordinance Amending the Huntley Code of Ordinances – Business Regulations, Alcoholic Beverages, Chapter 110, Section 110.24 – Limitation on Licenses, Adding One Class "B" License – Liquor Control Ordinance.

MOTION: Commissioner Leopold

SECOND: Commissioner Westberg

AYES: Commissioners: Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: Commissioner: Goldman

The motion carried: 5-0-1

C. Consideration – An Ordinance Approving the Issuance of a Class "B" and "I" Liquor License to Jameson's Huntley, Inc.; 12860 Del Webb Boulevard

Chairman Hoeft reported that a Class "B" liquor license permits only the retail sale of alcoholic liquor in restaurants and banquet rooms, only at tables and booths in conjunction with meals, but prohibited at counters; provided however, that no sale of alcoholic liquor shall take place earlier than the hour of 11:00 a.m. and not later than the hour of midnight.

A Class "I" caterers liquor license allows for the sale and delivery of alcoholic beverages in conjunction with the sale and delivery of food by a business engaged in the catering of food. An establishment must be a current Village of Huntley liquor license holder to obtain a Class "I" license.

Jameson's currently holds a Class "A" license in conjunction with Jameson's restaurant in Sun City which makes them eligible to obtain a Class "I" license.

Staff Analysis

Due to the uncertainty of Covid 19, Jameson's decided not to renew their Class "B" and Class "I" liquor licenses at the time of the annual renewal in December 2020. They have now submitted their request for a Class "B" and a Class "I" liquor license for the remainder of 2021. The Class "B" liquor license would be to provide alcoholic beverages in the Drendel Ball room for banquets and gatherings.

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

- Signed and notarized Application with Affidavit (*Submitted*)
- Payment (*Submitted*)
- Applicant Profile Information (*Submitted*)
- Registered Agent Profile Information (*Submitted*)
- Current Articles of Incorporation (*Submitted*)
- Huntley Economic Development Disclosure Form (*Submitted*)
- Current Lease / Deed (*Submitted*)
- Certificate of Insurance including Best Policy Rating (*Submitted*)
- Surety Bond (*Submitted*)

- State Liquor License (*Not Submitted – will apply following local approval*)
- BASSET training information for employees (*Submitted*)

The Class “I” license would be to provide beer and wine at the outside concerts in the Sun City pavilion. The property owner, Sun City Huntley, has provided a letter allowing Jameson’s to cater the outdoor events taking place at the pavilion.

Financial Impact

Payments for the Liquor License fees have been deposited in the appropriate revenue line item in the General Fund.

Legal Analysis

Section 110 of the Village Code of Ordinances regulates liquor sale in the Village. The applications have been reviewed and are in compliance with Section 110: Alcoholic Beverages requirements.

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

A MOTION was made to approve an ordinance for the issuance of a Class “B” and a Class “I” liquor license to Jameson’s Huntley, Inc.; 12860 Del Webb Boulevard.

MOTION: Commissioner Leopold

SECOND: Commissioner Kanakaris

AYES: Commissioners: Holzkopf, Kanakaris, Kittel, Leopold, and Westberg

NAYS: None

ABSENT: Commissioner: Goldman

The motion carried: 5-0-1

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 9:34 p.m.

MOTION: Commissioner Leopold

SECOND: Commissioner Westberg

The Voice Vote noted all ayes and the motion carried.

Respectfully submitted,

Barbara Read
Recording Secretary