

**PUBLIC MEETING NOTICE AND AGENDA  
VILLAGE OF HUNTLEY  
LIQUOR COMMISSION HEARING**

**THURSDAY, JUNE 22, 2017  
7:00 P.M.**



1. Call to Order
2. Public Comments
3. Items for Consideration
  - A. Consideration of an Ordinance for the Approval and Issuance of a Class "E" Liquor License to the Huntley Fall Fest Foundation / 2017 Huntley Fall Fest
4. Executive Session (if necessary)
5. Possible Action on Any Closed Session Item
6. Other Business
7. Adjournment

**MEETING LOCATION  
10987 Main Street  
Huntley, IL 60142**

The Village of Huntley is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding accessibility of the meeting or the facilities, are requested to contact Mr. David Johnson, Village Manager at 847-515-5200. The Village Board Room is handicap accessible.

A handwritten signature in blue ink, appearing to read "David J. Johnson", is written over a horizontal line.

David J. Johnson, Village Manager

Agenda Item:           **Consideration of an Ordinance for the Approval and Issuance of a Class “E” Liquor License; Huntley Fall Fest Foundation d/b/a Huntley Fall Fest / 2017 Huntley Fall Fest**

Petitioner:           **Huntley Fall Fest Foundation**

Department:       **Village Manager’s Office**

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**Introduction**

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 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 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 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 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 Fall Fest Foundation (Foundation) for the issuance of a Class “E” Liquor License. The Foundation has established itself as a not-for-profit corporation and is qualified to hold a Class “E” liquor license. The Foundation is requesting to sell Cayman Jack Margarita’s, Bob Chinn’s Mai Tais, beer, Mike’s Hard Lemonade flavored coolers and wine only. The request is for the 2017 Huntley Fall Fest taking place on Huntley Park District property, 12015 Mill Street on September 21, 22, 23, and 24, 2017.

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 22<sup>nd</sup>, 10:00 am to 11:00 pm on Saturday, September 23<sup>rd</sup>, and 11:00 am to 7:00 pm on Sunday, September 24<sup>th</sup>. 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. Mr. Thom Palmer, Executive Director of the Huntley Park District, has submitted a letter on behalf of the Park District authorizing 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 and insurance documents being provided closer to the date of the event. This stipulation will be included as a condition of approval in the ordinance. The liquor license would be issued for September 22, 23 and 24, 2017 only. All other required documentation has been submitted and meets code requirements.

### **Financial Impact**

The Huntley Fall Fest 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.

### **Action Requested**

A motion of the Liquor Commission to approve an Ordinance approving the issuance of a Class "E" Liquor License to The Huntley Fall Fest Foundation d/b/a Huntley Fall Fest for the 2017 Huntley Fall Fest subject to the following conditions of approval:

1. Petitioner must show proof of the State of Illinois Liquor License before the Village of Huntley Class "E" Liquor License becomes effective.
2. Petitioner must provide proper insurance coverage and documentation prior to the event.
3. The approved alcohol can only be sold and consumed in the designated beer garden area.

### **Exhibits:**

- Huntley Park District Letter
- Beer Garden Layout
- Draft Ordinance



# Huntley Park District

12015 Mill Street - Huntley, Illinois 60142

Office 847/ 669-3180 Fax 847/ 669-2836

June 6, 2017

Rita McMahon  
VILLAGE HALL  
10987 Main Street  
Huntley, IL 60142

Dear Rita,

Please be advised that the Huntley Park District Board of Commissioners voted on May 24, 2017 regarding an agreement related to section XI of the Park District ordinance as follows...

**SECTION XI: POSSESSION OR CONSUMPTION OF ALCOHOLIC BEVERAGES**

No person, group or organization shall have in their possession any alcoholic beverages in or upon Park District property for consumption or resale unless authorized by the Park District Board of Commissioners and in accordance with state and local regulations. No intoxicated person shall enter or remain in or upon Park District property.

*A motion to authorize the President and Secretary to sign the 2017 Fall Fest agreement and to grant the variance request as presented was made by Commissioner Wold and seconded by Commissioner Awe. All ayes. Motion carried.*

The aforementioned agreement has been received by the Huntley Park District.

If you have any questions regarding this issue please contact my office.

Sincerely,

Thom Palmer  
Executive Director & Board Secretary



eliminate two food tents - move 10x10' s over

two beer trailers - back to back

X X  
10X10 10X10

this tent will be 40x20 adding 20ft this year

9 food vendors

X X X  
this tent was eliminated in 2016



**AN ORDINANCE AUTHORIZING THE ISSUANCE OF  
A CLASS “E” LIQUOR LICENSE  
IN THE VILLAGE OF HUNTLEY – THE HUNTLEY FALL FEST  
FOUNDATION D/B/A HUNTLEY FALL FEST**

**Ordinance (O)2017-06.\*\***

WHEREAS, the Liquor Commission is being presented with a request from The Huntley Fall Fest Foundation d/b/a Huntley Fall Fest (Foundation) for the issuance of a Class “E” liquor license for the 2017 Huntley Fall Fest; and

WHEREAS, the Foundation has established itself as a not-for-profit corporation and is now qualified to hold a Class “E” liquor licenses; and

WHEREAS, 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 22, 2017, 10:00 am to 11:00 pm on Saturday, September 23, 2017, and 11:00 am to 7:00 pm on Sunday, September 24, 2017; and

WHEREAS, the Foundation is requesting to sell Cayman Jack Margarita’s, Bob Chinn’s Mai Tais, beer, Mike’s Hard Lemonade flavored coolers and wine only; and

WHEREAS, alcohol serving will stop at 10:30 pm on Friday, 11:00 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 with no alcohol allowed outside of the beer garden into the festival area; and

WHEREAS, the Huntley Park District, has submitted a letter authorizing the beer garden on District property; and

WHEREAS, the Code of Ordinances of the Village of Huntley provides for the issuance of a Class “E” liquor license for temporary events provided that certain criteria set forth therein are met; and

WHEREAS, all of the required documentation submitted by The Huntley Fall Fest Committee meets the code requirements; and

NOW THEREFORE, BE IT ORDAINED BY THE CHAIRMAN AND THE LIQUOR COMMISSION of the Village of Huntley as follows:

SECTION I: A Class “E” liquor license is hereby issued to The Huntley Fall Fest Foundation d/b/a/ Huntley Fall Fest for the 2017 Huntley Fall Fest taking place on Huntley Park District Property, 12015 Mill Street, on Friday, September 22, 2017; Saturday, September 23, 2017; and Sunday, September 24, 2017 subject to the following conditions:

1. Petitioner must show proof of the State of Illinois Liquor License before the Village of Huntley Class “E” Liquor License becomes effective.
2. Petitioner must provide proper insurance coverage and documentation prior to event.
3. The Cayman Jack Margarita’s, Bob Chinn’s Mai Tais, beer, Mike’s Hard Lemonade flavored coolers and wine can only be sold and consumed in the designated beer garden area.

SECTION II: It is the consensus of the Liquor Commission to waive the fee.

SECTION III: All other provisions of the Liquor Control Ordinances of the Village of Huntley shall remain in full force and effect, including, but not limited to, the obligation of all individuals serving alcohol to be BASSET trained.

SECTION IV: This Ordinance shall be in full force and effect from its date of passage.

	Aye	Nay	Absent	Abstain
Commissioner Goldman	_____	_____	_____	_____
Commissioner Hoeft	_____	_____	_____	_____
Commissioner Kanakaris	_____	_____	_____	_____
Commissioner Leopold	_____	_____	_____	_____
Commissioner Piwko	_____	_____	_____	_____
Commissioner Westberg	_____	_____	_____	_____

PASSED and APPROVED this 22<sup>nd</sup> day of June 2017.

APPROVED:

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk