

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



**THURSDAY, JULY 11, 2019
7:00 P.M.**

1. Call to Order
2. Public Comments
3. Items for Consideration
 - A. Consideration - An Ordinance for the Approval and Issuance of a Class "E" Liquor License and Waiver of Fee; Animal House Shelter, Inc.; Pawfest Event at Deicke Park, August 3, 2019
4. Executive Session (if necessary)
5. Possible Action on Any Closed Session Item
6. Other Business
7. Adjournment

MEETING LOCATION
Village of Huntley Municipal Complex
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 Johnson", is written over a horizontal line.

David J. Johnson, Village Manager

Agenda Item: **Consideration - An Ordinance for the Approval and Issuance of a Class “E” Liquor License and Waiver of Fee; Animal House Shelter, Inc.; Pawfest Event at Deicke Park, August 3, 2019**

Petitioner: **Animal House Shelter, Inc.**

Department: **Village Manager’s Office**

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 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. Per Village Code, 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 Animal House Shelter, Inc. (Shelter), 13005 Ernesti Road, for the issuance of a Class “E” Liquor License. The Shelter is a non-profit corporation and is qualified to hold a Class “E” liquor license even though their business is not within the corporate limits. The Shelter is requesting to sell beer and wine at their Pawfest event taking place on Huntley Park District property, 12015 Mill Street on August 3, 2019.

The Shelter is requesting the license to sell beer and wine at the Hilltop Pavilion during the hours of 12:00 pm – 4:00 pm. The pavilion will be fenced in accordingly with no removal of alcohol from the pavilion. Sellers for the alcoholic beverages will be Basset trained. A letter from the Huntley Park District has been provided authorizing the alcoholic beverages 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. These stipulations will be included as conditions of approval in the ordinance. All other required documentation has been submitted and meets code requirements.

Financial Impact

The Shelter is requesting waiver of the payment of the \$75.00 fee.

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 Animal House Shelter, Inc. for the 2019 Pawfest and Waiver of Fees subject to the following conditions of approval:

1. A Temporary Use Permit must be applied for and obtained from the Development Services Department.
2. The beer and wine can only be sold and consumed only in the designated fenced pavilion.
3. Anyone serving or selling alcohol must be BASSET trained.
4. The Shelter agrees to meet with Village Staff as soon as possible to present final security, parking and any other pertinent logistical information for the safe and orderly operation of the event.
5. Petitioner must show proof of the State of Illinois Liquor License before the Village of Huntley Class "E" Liquor License becomes effective.

Exhibits:

1. Letter of Request
2. Approval Letter from Huntley Park District
3. Site Layout
4. Draft Ordinance

Animal House Shelter Inc.

13005 Ernesti Rd Huntley IL 60142 | Phone:847.961.5541 | Fax: 847.961.5537

TAX ID 36-4483106

Dear Village of Huntley,

We are looking to host our annual Pawfest at Deicke Park on August 3rd 2019 as one of our annual community and fundraising events. This event will take the place of the annual village Dogfest. We are hoping to sell tickets for fun attractions, along with food and alcohol sales to help raise much needed funds for our animals at Animal House Shelter. We rely on such events to raise money for the annual operating expenses of the shelter as we are privately funded and receive no state or government funding. Please considering approving this event and all that we have planned to raise those funds.

Animal House Shelter (AHS) is a non-profit, no-kill 501(c)3 shelter for all breeds of dogs and cats. We rescue, care for, and find homes for homeless pets who arrive at AHS for various reasons, including:

- Abuse, neglect, or abandonment
- Owners whose time, income, or situation changes
- Animals scheduled for euthanasia at other clinics

Our EIN is 36-4483106.

Thank you for your consideration.

You can contact me at ashley@animalhouseshelter.com or 847-361-1886 with any questions.

Thank you,

Ashley Feck
Director of Development
847-361-1886

Animal House Shelter, Inc. ~www.animalhouseshelter.com~
13005 Ernesti Rd. Huntley IL 60142 ~(847)961-5541
Tax ID 36-4483106



April 25, 2019

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 April 24, 2019 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 approve the Animal House Shelter - Paw Fest variances request as presented and requires a completed rental agreement, liquor liability insurance, approval of alcohol sales from the Village of Huntley, and insurance certificate naming the Huntley Park District as additional insured was made by Commissioner Kellas and seconded by Commissioner Wold. (All in Favor) 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,

A handwritten signature in blue ink, appearing to read 'Thom Palmer', is written over a white background.

Thom Palmer
Executive Director & Board Secretary

Recreation for Generations

12015 Main St., Huntley, IL 60142

HuntleyParks.org

Tel: 847-669-3180

Fax: 847-669-2836

Bathrooms available at Rec Center

Vendor booth space available on green lines but can be located elsewhere with park district permission

Fence surrounding Hilltop Pavilion for alcohol.

Power available at pavilion

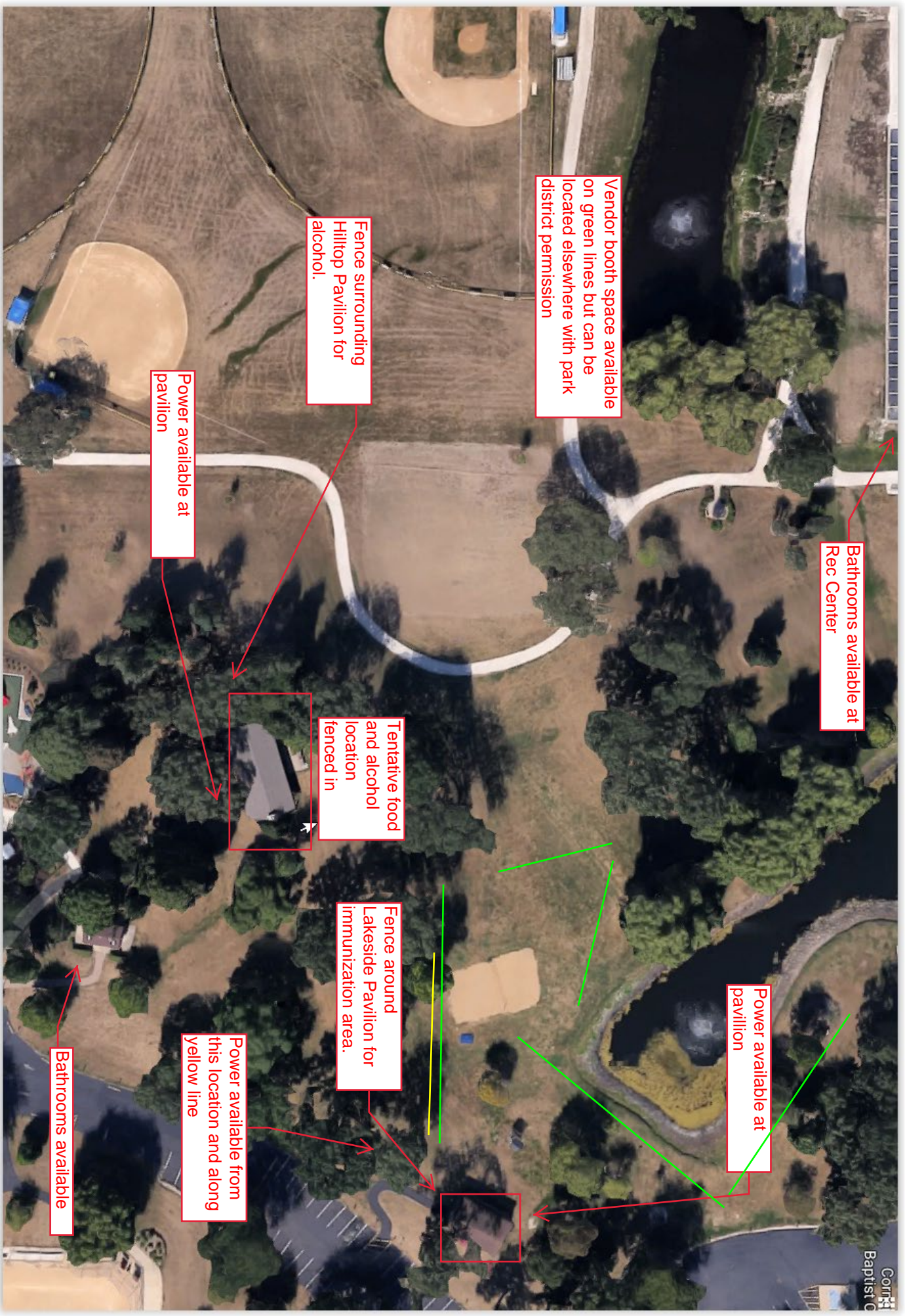
Tentative food and alcohol location fenced in

Fence around Lakeside Pavilion for immunization area.

Power available at pavilion

Power available from this location and along yellow line

Bathrooms available



**AN ORDINANCE AUTHORIZING THE ISSUANCE OF
A CLASS “E” LIQUOR LICENSE AND WAIVER OF FEES
ANIMAL HOUSE SHELTER INC.**

Ordinance (O)2019-07.**

WHEREAS, the Liquor Commission is being presented with a request from Animal House Shelter, Inc, 13005 Ernesti Road (Shelter) for the issuance of a Class “E” liquor license for the 2019 Pawfest and waiver of fees; and

WHEREAS, the Shelter is a non-profit corporation and is qualified to hold a Class “E” liquor license even though they are outside the corporate limits of the Village of Huntley; and

WHEREAS, the Shelter is requesting the license to sell food and beer and wine on August 3, 2019 during the hours of 12:00 pm – 4:00 pm; and

WHEREAS, alcohol serving will stop at 3:30 pm which is a half-hour before the event closes. The beer and wine will be sold in the Hilltop Pavilion which will be fenced off with no alcohol allowed outside of the pavilion; 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 Shelter meets the code requirements.

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 Animal House Shelter Inc, for the 2019 Pawfest taking place on Huntley Park District Property, 12015 Mill Street, on August 3, 2019 subject to the following conditions of approval:

1. A Temporary Use Permit must be applied for and obtained from the Development Services Department.
2. The beer and wine can only be sold and consumed in the designated fenced pavilion.
3. Anyone serving or selling alcohol must be BASSET trained.
4. The Shelter agrees to meet with Village Staff as soon as possible to present final security, parking and any other pertinent logistical information for the safe and orderly operation of the event.
5. Petitioner must show proof of the State of Illinois Liquor License before the Village of Huntley Class “E” Liquor License becomes effective.

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 11th day of July, 2019.

APPROVED:

Village President

ATTEST:

Village Clerk

DRAFT