



VILLAGE OF PALATINE
VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339 – (847) 359-9050
<http://www.palatine.il.us>

PALATINE LIQUOR COMMISSION

MINUTES

JULY 12, 2021

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 7:44 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Commissioner	Present	
Tim Millar	Commissioner	Present	
Scott Lamerand	Commissioner	Present	
Doug Myslinski	Commissioner	Present	
Greg Solberg	Commissioner	Present	
Kollin Kozlowski	Commissioner	Present	
Brad Helms	Commissioner	Present	

Also Present:

Village Clerk Marg Duer, Village Manager Reid Ottesen, Village Attorney Patrick Brankin, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Fire Chief Patrick Gratziana, IT Director Larry Schroth, Director of Finance Paul Mehring, Director of Human Resources Pam Jackson and Deputy Police Chief Bill Nord

II. MINUTES APPROVAL

1. Palatine Liquor Commission - Regular Meeting - June 21, 2021 - **Accepted**

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Doug Myslinski, Commissioner
SECONDER:	Scott Lamerand, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

III. AGENDA ITEMS

1. Consider an Application for a Class D (Restaurant) Liquor License for JL's Pizza & Sports Bar at 19 N. Bothwell Street - **Approved by Voice Vote**

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Kollin Kozlowski, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

2. Consider an Application for a Class D (Restaurant) Liquor License for Hot Pockets Sports Bar at 365 W. Northwest Highway - **Approved by Voice Vote**

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Kollin Kozlowski, Commissioner
SECONDER:	Greg Solberg, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

3. Consider a Request for a Temporary Liquor License (Class E) for the Palatine Jaycees Fall Back Brew Fest to be Held on Saturday, October 2, 2021 at 340 E. Palatine Road - **Approved by Voice Vote**

The Palatine Jaycees organizers of the Fall Back Brew Fest addressed the Council.

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Doug Myslinski, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

4. Consider a Motion Acknowledging a Transfer of Ownership for Bendita Cocina LLC at 16 S. Bothwell Street - **Approved by Voice Vote**

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Kollin Kozlowski, Commissioner
SECONDER:	Tim Millar, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

IV. ADJOURNMENT – Time: 7:47 PM

Motion to Adjourn - **Motion Carried by Voice Vote**

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Scott Lamerand, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

SUBMITTED BY:

Margaret R. Duer
Village Clerk



VILLAGE OF PALATINE
 VILLAGE HALL - COUNCIL CHAMBERS
 200 E. WOOD STREET
 PALATINE, IL 60067-5339 – (847) 359-9050
<http://www.palatine.il.us>

PALATINE LIQUOR COMMISSION

MINUTES

JUNE 21, 2021

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 7:54 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Commissioner	Present	
Tim Millar	Commissioner	Present	
Scott Lamerand	Commissioner	Absent	
Doug Myslinski	Commissioner	Present	
Greg Solberg	Commissioner	Present	
Kollin Kozlowski	Commissioner	Present	
Brad Helms	Commissioner	Present	

Also Present:

Village Manager Reid Ottesen, Deputy Village Manager Mike Jacobs, Village Attorney Nick Standiford, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Fire Chief Patrick Gratziana, Director of Finance Paul Mehring, Director of Human Resources Pam Jackson, Police Chief Dave Daigle and Deputy Village Clerk Doris Sadik

II. MINUTES APPROVAL

- Palatine Liquor Commission - Regular Meeting - June 7, 2021 - **Accepted**

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Doug Myslinski, Commissioner
SECONDER:	Greg Solberg, Commissioner
AYES:	Schwantz, Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Lamerand

III. AGENDA ITEMS

- Consider an Application for a Class D (Restaurant) Liquor License for Bendita Cocina at 16 S. Bothwell Street - **Approved by Voice Vote**

Village Manager Reid Ottesen explained the request is consistent with the previous issued license.

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Doug Myslinski, Commissioner
AYES:	Schwantz, Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Lamerand

2. Consider a Request for a Class E (Temporary) Liquor License for the Rotary Club of Palatine's 'Oktoberfest' Celebration on September 17-19, 2021 - **Approved by Voice Vote**

Mayor Schwantz expressed appreciation for all the work in making the Oktoberfest Celebration possible.

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Kollin Kozlowski, Commissioner
AYES:	Schwantz, Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Lamerand

IV. ADJOURNMENT – Time: 7:56 PM

Motion to Adjourn the Liquor Commission - **Motion Carried by Voice Vote**

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Kollin Kozlowski, Commissioner
AYES:	Schwantz, Millar, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Lamerand

SUBMITTED BY:

Doris K. Sadik
Deputy Village Clerk

Consider an Application for a Class D (Restaurant) Liquor License for JL's Pizza & Sports Bar at 19 N. Bothwell Street

BACKGROUND: On this evening's agenda is a request for an increase in the number of Class D (Restaurant) and a decrease in the number of D-1 (Restaurant with Extended Hours) liquor licenses for JL's Pizza & Sports Bar. Permitted hours of operation for a Class D liquor license are Sunday - Thursday 6 AM to Midnight and Friday & Saturday 6 AM to 1 AM.

KEY ISSUES: There are no changes to the operation of the restaurant.

ALTERNATIVES:

1. Approve the Class D liquor license.
2. Do not approve the Class D liquor license.

RECOMMENDATION: Action is at the discretion of the Commission

BUDGET IMPACT: \$3,742 Annual Fee for a Class D liquor license.

ACTION REQUIRED: Action is at the discretion of the Commission.

ATTACHMENTS:

- Letter Requesting Class D Liquor License

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Kollin Kozlowski, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms



Dear Reid Ottesen,

JL's is currently the holder of a Class D-1 Liquor License. Following a review of our operations, I would like to switch to a Class D License with the earlier closing times (12:00am weekdays/1:00am weekends). I would like for this to take place with the new license year on July 1, 2021.

Understanding that this will require action by the Liquor Commission and Council which cannot happen until July 12th, I agree to operate under the Class D hours as I await Village action. Additionally, per our conversation, I will remit the payment of \$3,742 which reflects the Class D license fee for the upcoming 2021-22 year.

Owner

Dave Gagner

Attachment: Letter Requesting Class D Liquor License (19 N. Bothwell - Class D Liquor License-JL's Pizza)

Consider an Application for a Class D (Restaurant) Liquor License for Hot Pockets Sports Bar at 365 W. Northwest Highway

BACKGROUND: On this evening's agenda is a request for a Special Use for Hot Pockets Sports Bar located at 365 W. Northwest Highway. The Petitioner wishes to apply for a Class D (Restaurant) Liquor License. Permitted hours of operation for a Class D liquor license are Sunday - Thursday 6 AM to Midnight and Friday & Saturday 6 AM to 1 AM.

KEY ISSUES: A copy of the application and business plan are on file in the Village Manager's office.

ALTERNATIVES:

1. Approve the Class D liquor license.
2. Do not approve the Class D liquor license.

RECOMMENDATION: Action is at the discretion of the Commission

BUDGET IMPACT: \$3,742 Annual Fee for a Class D liquor license.

ACTION REQUIRED: Action is at the discretion of the Commission.

ATTACHMENTS:

- Hot Pockets Request for Class D Liquor

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Kollin Kozlowski, Commissioner
SECONDER:	Greg Solberg, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Hot Pockets, Inc.

134 Bartlett Plaza
Bartlett, IL 60103
(847) 921-9200

June 22, 2021

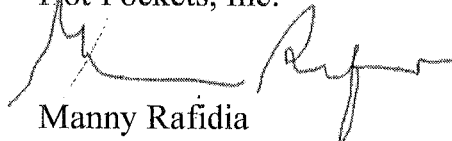
Village of Palatine
200 E. Wood St.
Palatine, IL 60067

Re: 365 W. Northwest Hwy.
New Liquor License Application

Please allow this correspondence to serve as our request for a new liquor license at the above referenced location. Enclosed please find the completed application, copy of our Articles of Incorporation, proposed floor plan, copy of the Lease, draft menu and application fee.

Sincerely,

Hot Pockets, Inc.



Manny Rafidia
President

[illegible]

Hot Pocket Sports Bar

365 W. Northwest Hwy.

Palatine, IL 60067

Draft Menu Items**Appetizers**

- ✦ Mozzarella Sticks
- ✦ Jalapeno Poppers
- ✦ Onion Rings
- ✦ Nachos

Salads

- ✦ Garden Salad
- ✦ Caesar Salad

Chicken Wings

- ✦ Naked or Breaded – 12 Pieces
- ✦ Sauces: Spicy, BBQ, Sweet & Spicy, Garlic Parmesan or Lemon Pepper

Burgers & Wraps

- ✦ Hamburger
- ✦ Cheeseburger
- ✦ Bacon Cheeseburger
- ✦ Buffalo Chicken Wrap
- ✦ Chicken Bacon Ranch Wrap
- ✦ Veggie Wrap

Consider a Request for a Temporary Liquor License (Class E) for the Palatine Jaycees Fall Back Brew Fest to be Held on Saturday, October 2, 2021 at 340 E. Palatine Road

BACKGROUND: The Palatine Jaycees are requesting a temporary liquor license for their 4th annual Fall Back Brew Fest, to be held on Saturday, October 2, 2021 (from Noon - 5 PM). The fest will be held at 340 E. Palatine Road in the Family Aquatic Center parking lot and will feature music and food selection from food trucks. A diagram of the serving area is attached. The proposed use and event hours are consistent with what was approved by the Palatine Park District at their April 13, 2021 Board Meeting.

KEY ISSUES: The beer tasting festival will offer an opportunity to sample from over 150 brews from different local and national breweries while supporting a local organization. Twenty tickets will be provided for regular admission, while 25 tickets will be provided to those with VIP admission. Each ticket is good for a 3 oz beer tasting. There will be no additional beer sales beyond the samples that come with admission. A condition of approval is that all individuals handling alcohol must be BASSET certified or have completed the liquor ID training. A representative from the Jaycees will be available for questions. This event was last held in 2019 with no incidents.

ALTERNATIVES:

1. Approve request.
2. Refer back to Staff.

RECOMMENDATION:

At the discretion of the Commission.

ACTION REQUIRED:

At the discretion of the Commission.

ATTACHMENTS:

- Fall Back Brew Fest 2021

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Doug Myslinski, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

VILLAGE OF PALATINE

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT

Village Manager's Office, 200 E. Wood St, Palatine, IL 60067 Fax: 847-359-9094 E-mail: village@palatine.il.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Name of Event Fall Back Brew Fest		First time event? ☐ Yes ☒ No	
Exact Address of Event 340 E. Palatine Rd. (Parking Lot)			
Date(s) of Event 10/2/2021		Hours of Event 12:00pm - 5:00pm	
Phone number/website for publication [REDACTED]		Estimated attendance 500	Last year's actual attendance 425
Describe the events community and/or cultural benefit			

CONTACT INFORMATION

Name of Sponsoring Organization Palatine Jaycees		Contact person from Sponsoring Organization [REDACTED]	
Sponsoring Organization Address [REDACTED]		City [REDACTED]	Zip [REDACTED]
Name of Organizer/Coordinator [REDACTED]		Email [REDACTED]	
Organizer/Coordinator Address [REDACTED]		City Palatine	Zip 60067
Phone Number	Cell Phone Number [REDACTED]	Fax Number	

LIQUOR LICENSE INFORMATION

Dates of Alcohol Service				Type of Alcoholic Beverages
Date	Time from: (am/pm)	Time to: (am/pm)		
10/2/2020	12pm	5pm		☒ Beer
				☐ Wine
				☐ Mixed Drinks
				☒ Other Cider

A Copy of the following must be attached to every application:

- ☐ Site Plan
- ☐ Certificate of Insurance evidencing Dramshop Liability
- ☐ Letter from property owner acknowledging service of alcohol (Park District or Private Property Owner)
- ☐ Letter from Organization authorizing the liquor application

Conditions of Liquor License Approval

Must provide copy of State Liquor License upon Issuance to the Village

All persons who sell or serve alcoholic liquor and/ID Check must satisfactorily complete the Village of Palatine Liquor Ordinance Compliance Training Course. To schedule training course, please contact the Crime Prevention Department at (847)-359-9061.

Signature of Organizer
[REDACTED]

5/10/2021

Date

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

Page 1 of 2

Packet Pg. 12

Attachment: Fall Back Brew Fest 2021 (Jaycees Fall Back Brew Fest 2021 - Liquor License)

VILLAGE OF PALATINE

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

THIS FORM MUST BE COMPLETED IN FULL AND SUBMITTED 60 DAYS PRIOR TO THE EVENT
 Village Manager's Office, 200 E. Wood St, Palatine, IL 60067 Fax: 847-359-9094 E-mail: village@palatine.il.us

INSTRUCTIONS: PLEASE TYPE OR PRINT CLEARLY. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

SITE PLAN

Please use this Site Plan to illustrate the layout of your event. If you need additional space, please attach a separate sheet.

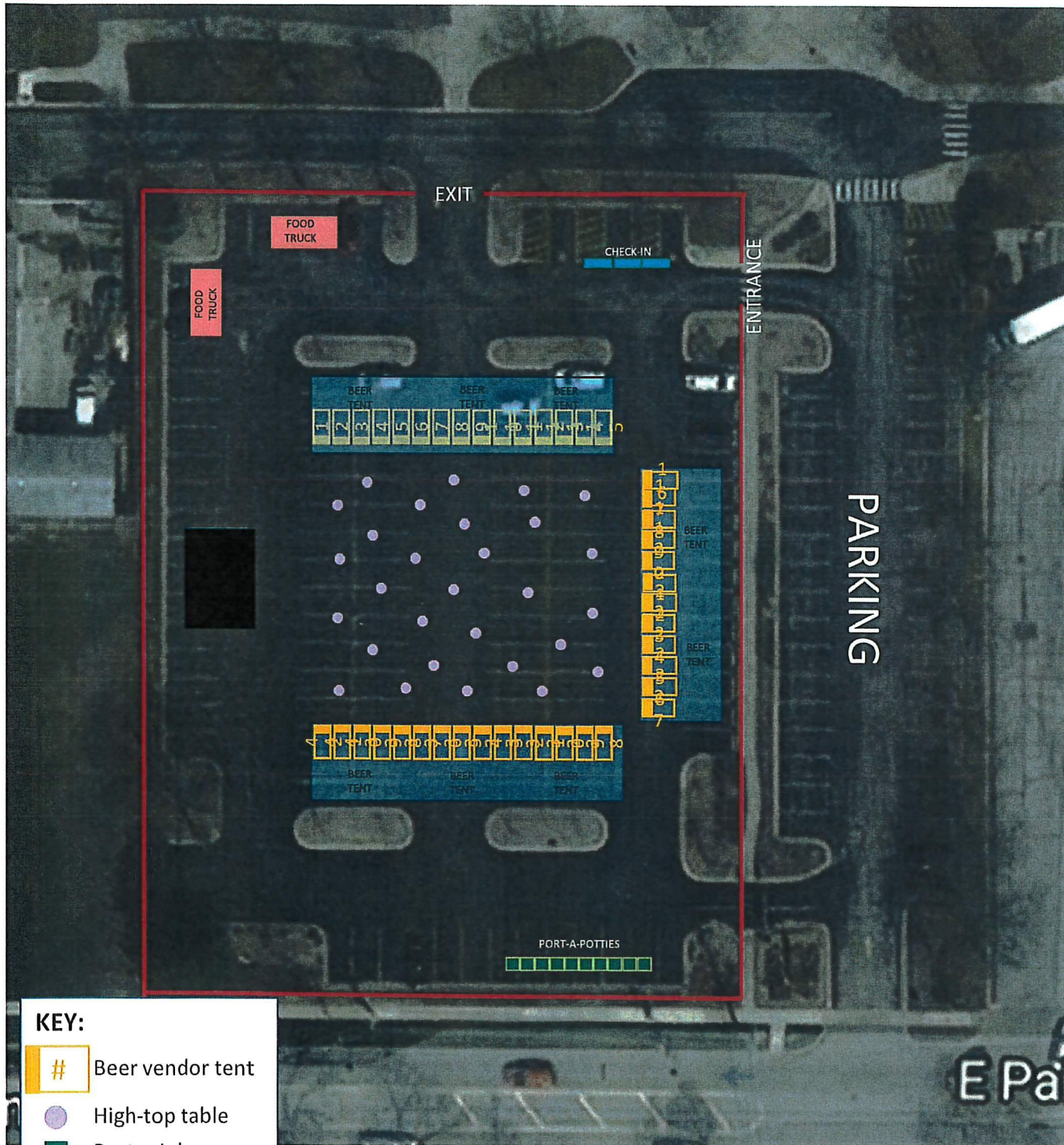
Attachment: Fall Back Brew Fest 2021 (Jaycees Fall Back Brew Fest 2021 - Liquor License)

If applicable the following must be included:

- ☐ Location of food vendors (F)
- ☐ Location of beverage vendors both non-alcoholic (NAB) and alcoholic beverages (AB) along with number of serving stations at each location
- ☐ Public entrances and exits
- ☐ Location of sound stages and amplified sound

TEMPORARY EVENT LIQUOR LICENSE APPLICATION





KEY:

- Beer vendor tent
- High-top table
- Port-a-john
- Snow fencing
- Food Truck

Consider a Motion Acknowledging a Transfer of Ownership for Bendita Cocina LLC at 16 S. Bothwell Street

BACKGROUND: On June 21, 2021 the Liquor Commission issued a Class D Liquor License to Benita Cocina at 16 S. Bothwell Street with Susana Brizuela owning 70% interest and Carlos Flores owning 30% interest. Since this date, a change in ownership has occurred with Susana Brizuela transferring her interest to Carlos Flores.

KEY ISSUES:

- Susana Brizuela transferred her 70% interest to Carlos Flores, who now has 100% ownership.
- An amendment to the Operating Agreement was submitted and is on file in the Village Manager's office.
- There is no change in the operation of the restaurant.

ACTION REQUIRED: Action is at the discretion of the Commission.

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Kollin Kozlowski, Commissioner
SECONDER:	Tim Millar, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms