

PALATINE LIQUOR COMMISSION

MINUTES

JULY 10, 2023

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 7:37 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	Absent	

Also Present:

Village Clerk Marg Duer, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Richard Veenstra, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Police Chief Dave Daigle, Fire Chief Patrick Gratziana, IT Director Larry Schroth, Director of Finance Paul Mehring, and Director of Human Resources Pam Jackson

II. MINUTES APPROVAL

1. Palatine Liquor Commission - Regular Meeting - June 12, 2023 - **Accepted**

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

III. AGENDA ITEMS

1. Consider an Application for a Class E (Temporary) Liquor License for the 2nd Annual Parish Picnic on Saturday, August 5, 2023 at St. Thomas of Villanova Parish, 1141 E. Anderson Drive - **Approved by Voice Vote**

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

2. Consider an Application for a Class H (Banquet Hall) Liquor License for Saahar Group, Inc., d/ba/ Cosmopolitan Eventos Located at 1170 E. Dundee Rd. - **Approved by Voice Vote**

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

IV. ADJOURNMENT – Time: 7:39 PM

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

RESULT:	MOTION CARRIED BY VOICE VOTE [UNANIMOUS]
MOVER:	Kollin Kozlowski, Commissioner
SECONDER:	Greg Solberg, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski
ABSENT:	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 12, 2023

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 8:27 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, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Patrick Brankin, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Police Chief Dave Daigle, Fire Chief Patrick Gratziana, IT Director Larry Schroth, Director of Finance Paul Mehning

II. MINUTES APPROVAL

1. Palatine Liquor Commission - Regular Meeting - May 8, 2023 - **Accepted**

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

III. AGENDA ITEMS

1. Consider a Request for a Class E (Temporary) Liquor License for the Rotary Club of Palatine's 'Oktoberfest' Celebration on September 15-17, 2023 - **Approved by Voice Vote**

Minutes Acceptance: Minutes of Jun 12, 2023 7:05 PM (Minutes Approval)

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

IV. ADJOURNMENT – Time: 8:29 PM

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, Lamerand, Myslinski, Solberg, Kozlowski, Helms

SUBMITTED BY:

Margaret R. Duer
Village Clerk

Minutes Acceptance: Minutes of Jun 12, 2023 7:05 PM (Minutes Approval)

Consider an Application for a Class E (Temporary) Liquor License for the 2nd Annual Parish Picnic on Saturday, August 5, 2023 at St. Thomas of Villanova Parish, 1141 E. Anderson Drive

BACKGROUND:

The St. Thomas of Villanova parish is requesting a one-day liquor license in conjunction with their parish picnic at 1141 E. Anderson Drive on Saturday August 5, 2023, from 12:00 PM to 9 PM.

KEY ISSUES:

A diagram of the serving area is attached. All servers will be required to comply with the Police Department seminar regarding identifications.

ALTERNATIVES:

1. Approve the request.
2. Do not approve the request.

RECOMMENDATION:

Action is at the discretion of the Commission.

ACTION REQUIRED:

Action is at the discretion of the Commission.

ATTACHMENTS:

- STOV Parish Picnic

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Greg Solberg, Commissioner
SECONDER:	Kollin Kozlowski, Commissioner
AYES:	Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski
ABSENT:	Brad 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 St Thomas of Villanova Parish Picnic		First time event? ☐ Yes ☒ No	
Exact Address of Event 1141 e Anderson Dr.			
Date(s) of Event August 5th 2023		Hours of Event 11 am - 10 pm	
Phone number/website for publication 847 358-6999		Estimated attendance 400-500	Last year's actual attendance 425
Describe the events community and/or cultural benefit Kids events, crafts, magician, outdoor mass, family gathering			

CONTACT INFORMATION

Name of Sponsoring Organization St Thomas of Villanova Parish		Contact person from Sponsoring Organization Vito Manola	
Sponsoring Organization Address 1201 e Anderson Dr.		City Palatine	Zip 60074
Name of Organizer/Coordinator Vito Manola		Email vmanola@stov.org	
Organizer/Coordinator Address 1007 n Plum Grove Rd		City Palatine	Zip 60067
Phone Number 847 794-8256	Cell Phone Number 847 533-3652	Fax Number	

LIQUOR LICENSE INFORMATION

Dates of Alcohol Service			
Date	Time from: (am/pm)	Time to: (am/pm)	Type of Alcoholic Beverages
8/5/23	12 pm	9 pm	☒ Beer
			☒ Wine
			☐ Mixed Drinks
			☐ Other

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

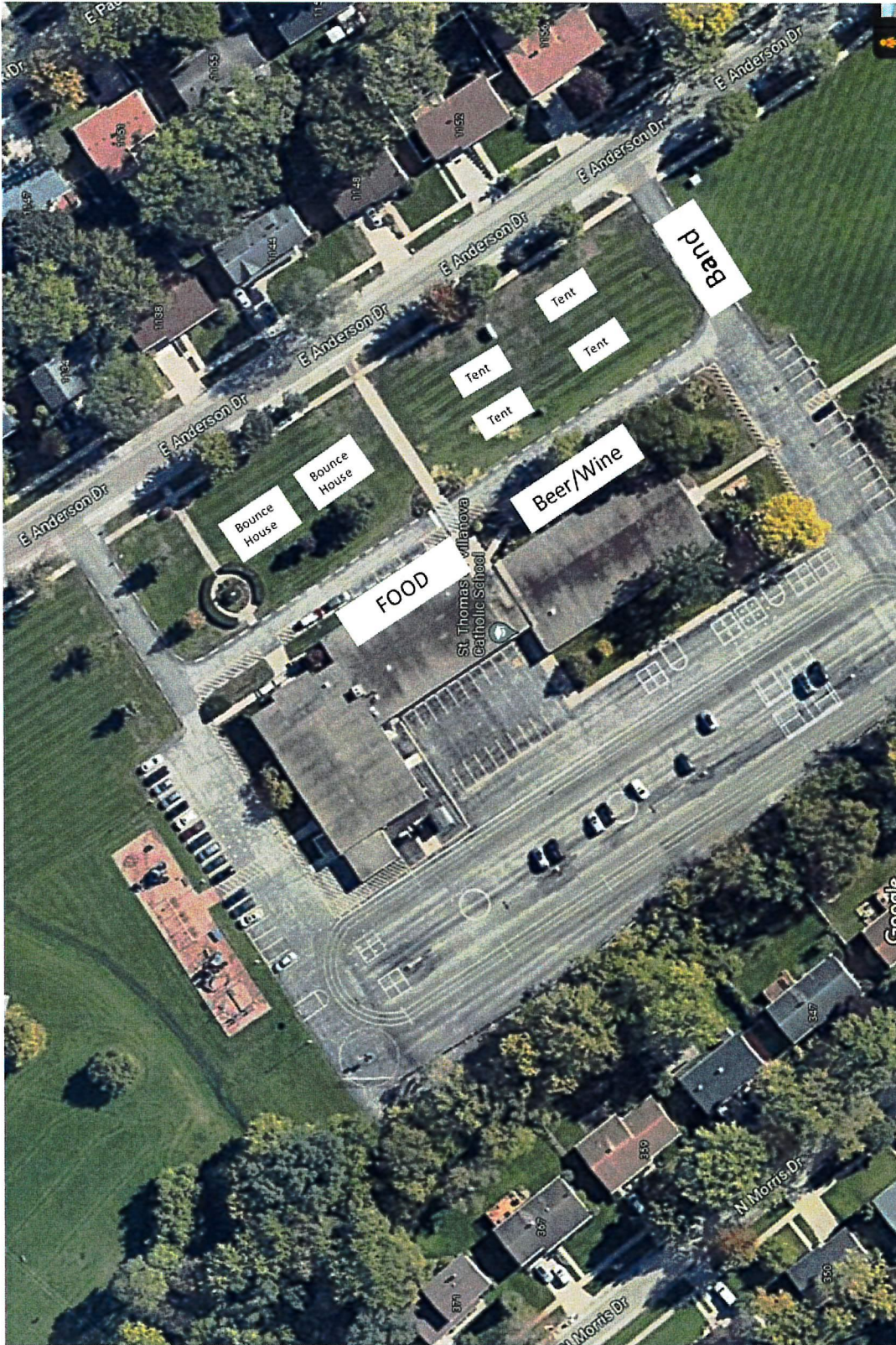
Must provide copy of State Liquor License upon Issuance to the Village

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.

Vito Manola
Signature of Organizer

8/14/23
Date

TEMPORARY EVENT LIQUOR LICENSE APPLICATION



Attachment: STOV Parish Picnic (St. Thomas -Temp. Class E License)

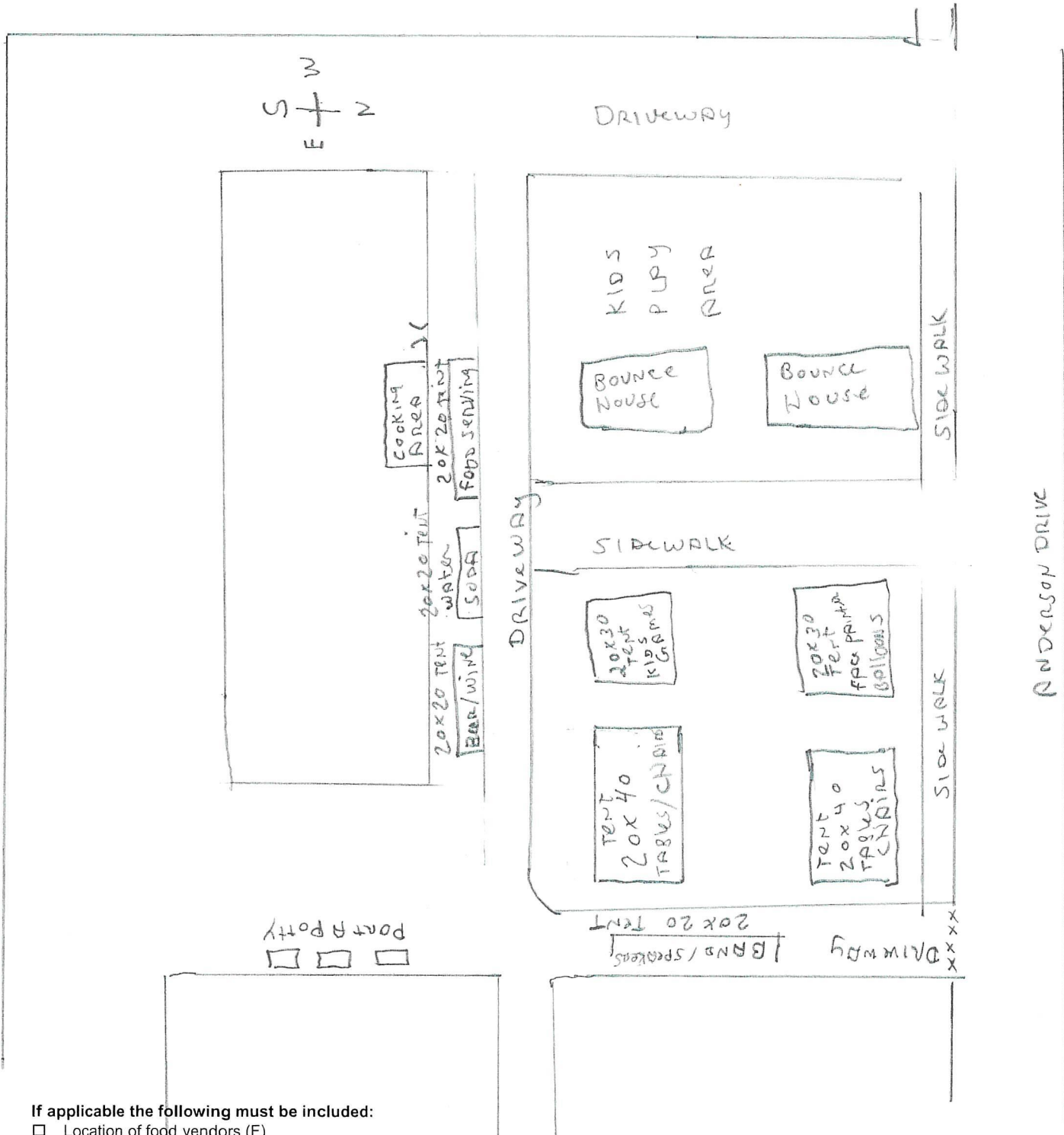
VILLAGE OF PALATINE TEMPORARY EVENT LIQUOR LICENSE APPLICATION

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.



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

Consider an Application for a Class H (Banquet Hall) Liquor License for Saahar Group, Inc., d/ba/ Cosmopolitan Eventos Located at 1170 E. Dundee Rd.

BACKGROUND:

On this evening's agenda is a request for an increase in the number of Class H (Banquet Hall) liquor licenses for Cosmopolitan Eventos, located at 1170 E. Dundee Rd.

Permitted hours of operation for a Class H liquor license are Monday - Friday, 6 AM to 1 AM and Saturday and Sunday, 6 AM to 2 AM.

KEY ISSUES:

A copy of the application and business plan is on file in the Village Manager's Office. The Petitioner will be present Monday evening to answer any questions of the Commission.

ALTERNATIVES:

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

RECOMMENDATION:

Action is at the discretion of the Commission

BUDGET IMPACT:

\$3,970- Annual Fee for a Class H liquor license.

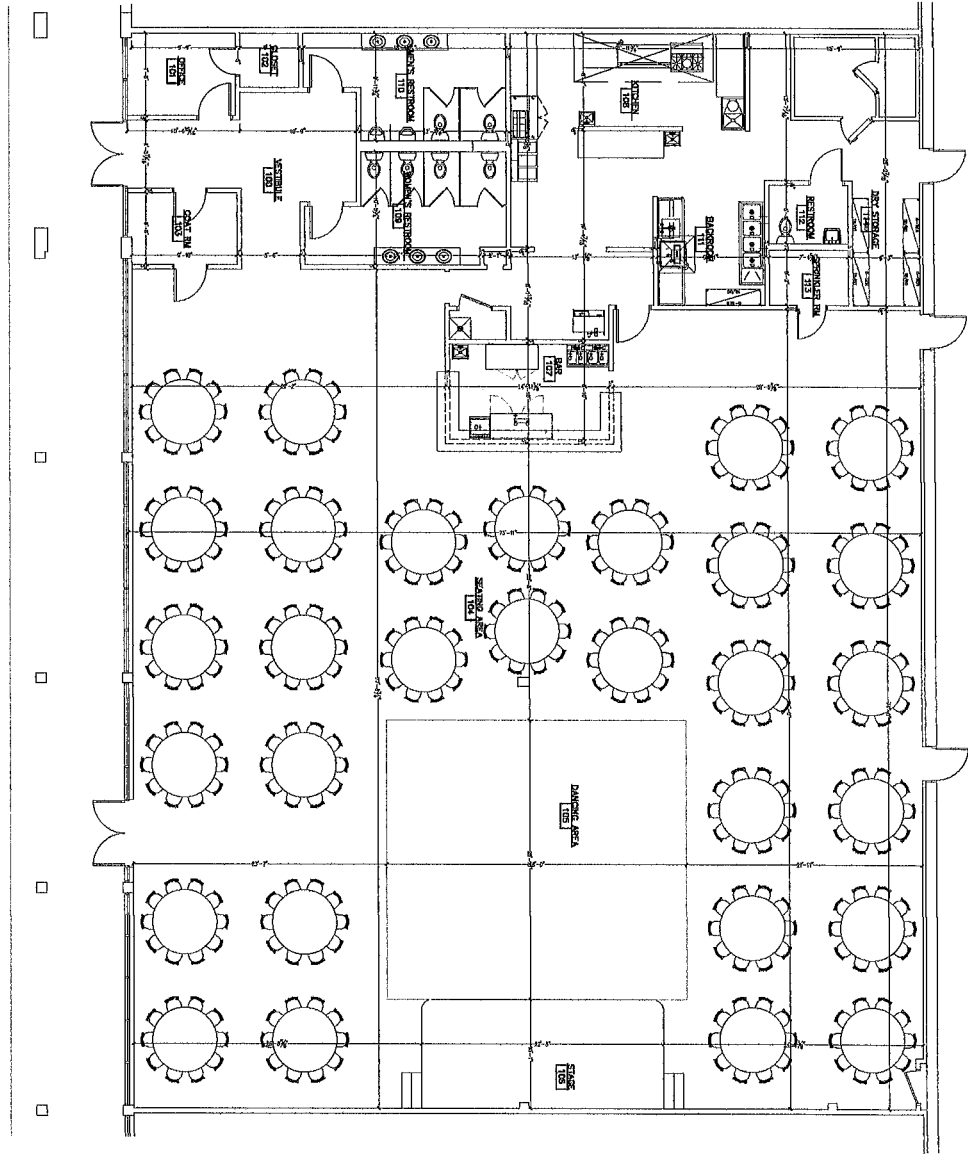
ACTION REQUIRED:

Action is at the discretion of the Commission.

ATTACHMENTS:

- Floor Plan, Business Plan, Menu

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



1 BANQUET HALL FLOOR PLAN
SCALE 3/16"=1'-0"



DESIGN PROFESSIONAL LICENSE
No. 104007740001
I hereby certify that I am a duly licensed professional engineer in the State of Illinois.
DATE: 02/21/2023
SIGNATURE: [Signature]



COSMOPOLITAN EVENTOS BANQUET HALL
1170 E DUNDEE ROAD
PALATINE, ILLINOIS 60074

DATE	PROJECT NO.	SHEET NO.
02/21/2023	7016	A1-1
1. FRS CHANG ENGINEERING	DATE: 02/21/2023	
DESIGN: HB	CHECK: HB	
DRAWN: HB	SCALE: AS SHOWN	
SHEET TITLE:		
BANQUET HALL FLOOR PLAN		



Sahhar Group Inc dba Cosmopolitan Eventos

1170 E Dundee Road, Palatine IL 60074

Menu

Dinner

Entrees

Double Breast Chicken served with vegetable

Chicken Brochette served with rice

Chicken Parmesan

Beef

Beef Tenderloin Brochette served with rice

Beef Medallions with wine sauce served with vegetables

Beef skirt steak mexican style

Salads

Caesar Salad

Mediterranean Salad

Soups

Tomato bisque

Butternut Squash soup

Mexican inspired style soup (choices)

Buffet Style (Choice)

Vegetables

Rice pilaf

Rice Mexican style

Mash potatoes

Steak Fajitas

Chicken Fajitas

Roast Prime Rib

Grilled Pork Chops

Dessert

Sherbet

Chocolate cake

Pastel Mocha tres leches

Sweet Table

Upon request

1170 E Dundee Road, Palatine IL 60074

Phone (773) 367-9217

Saahar Group Inc dba Cosmopolitan Eventos

Business Plan

Identity:

Cosmopolitan Eventos will be Banquet Hall venue that will hold gatherings for all kind of celebrations, corporate functions, luncheons and charitable events.

Our Objective

To offer a well planned event that meets the needs of the family or organization occasion, to make memorable events carefully designed to have a safe and joyous Celebration.

Our competition.

We will be proud to be one more option to the increasing demand for this kind of facilities, we will be offering professional and well organized events with flexible budget options. existing venues offering similar services may not have the flexibility that our location will offer regarding budget, capacity minimums and menu assortment.

Marketing

Our team is composed of experienced event planners, customer service oriented team members ready to provide customized solutions to any event.

Team and key roles.

Mr. Haro President will assume the operations manager position to direct and make sure all areas run correctly, as planned and as smoothly as possible.

General Manager, Mrs. Saavedra will oversee administration and supervise all steps from Initial event reservation to the day of the event.

Marketing Manager and Reservations Coordinator Mrs. Guzman will be in charge of booking and availability, making sure the community knows we are a great destination for their events thru print and social media.

Challenges

Families and different organizations sometimes find it difficult to secure a venue for their events, either because of budget, location or schedule availability, we will do our best to meet most requests.

Our Target Market

Small to medium size events, from weddings, baptisms, cotillions, quinceaneras, family events, luncheons, charitable and or cultural events.

Always meeting our diverse community demands.

Responsibilities

Provide Security at every event according to size, to the venue and the whole shopping center. Our 7,500 sf facility is part of the Laredo Plaza anchored by La Rosita Grocery Store.

Security will be provided by us in coordination and per Police Department Guidelines. A manager will be on site at every event.

Meet schedules specially for evening and night events.

Hire Basset trained or train staff on Basset practices to ensure proper alcohol consumption.

Alcohol consumption will only be a part of the meal package, we will not serve alcohol as a Bar only.

Ensure sufficient staff is available according to size of the event either for table service or buffet service, number of servers will vary depending of size of event.

DJ or Live Entertainment will be at most events, this space has been designed to handle this kind of events, noise should be reasonably contained.

Safety and compliance will be a key element of our operations, that, not only is a must but will be a foundation for the good name that we want to build for our organizations (we are signing a 5 (five) year lease with an option to an additional 5 (five) years, our commitment to build a good name and be part of many joyous occasions is strong.