



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 Mehring

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**

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



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PALATINE LIQUOR COMMISSION

MINUTES
MAY 8, 2023

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 7:28 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, and Director of Human Resources Pam Jackson

II. MINUTES APPROVAL

- Palatine Liquor Commission - Regular Meeting - April 17, 2023 - **Accepted**

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

III. AGENDA ITEMS

- Consider an Application for a Class D (Restaurant) Liquor License for Restaurante El Tio Ramos Located at 1160 E. Dundee Road - **Approved by Voice Vote**

Maria de las Mercedes Perez Garcia thanked the Village staff and expressed her enthusiasm for Restaurante El Tio Ramos.

RESULT: APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER: Greg Solberg, 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 India Foodie Lounge at 383 W. Northwest Highway - **Approved by Voice Vote**

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

3. Consider an Application for a Class G (Beer & Wine) Liquor License for Tievoli Pizza Bar Located at 44 W. Palatine Road - **Approved by Voice Vote**

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

4. Consider an Application for a Class E (Temporary) Liquor License for the 50th Anniversary Summer Bash Event at Palatine Township Senior Center, 505 S. Quentin Road, Thursday, July 13, 2023 - **Approved by Voice Vote**

Village Manager Reid Ottesen noted time 3:30-6:00 PM on July 13, and that all servers are required to comply with the Police Department seminar on serving liquor.

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

IV. ADJOURNMENT – Time: 7:32 PM**Motion to Adjourn - 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 May 8, 2023 7:05 PM (Minutes Approval)

Consider a Request for a Class E (Temporary) Liquor License for the Rotary Club of Palatine's 'Oktoberfest' Celebration on September 15-17, 2023

BACKGROUND:

The Rotary Club of Palatine wishes to hold their annual Oktoberfest Celebration on September 15 - 17 (Friday - Sunday).

KEY ISSUES:

The Rotary Club of Palatine is requesting a temporary liquor license for the sale of alcoholic beverages (beer and wine) at this event.

The hours will be:

- Friday, September 15: 5 p.m. to 12 a.m.
- Saturday, September 16: 12 p.m. to 12 a.m.
- Sunday, September 17: 12 p.m. to 6 p.m.

The proposed hours are consistent with previous year.

ALTERNATIVES:

1. Approve the request.
2. Recommend different hours.

RECOMMENDATION:

Action is at the discretion of the Commission.

ACTION REQUIRED:

Action is at the discretion of the Commission.

ATTACHMENTS:

- Oktoberfest Liquor App

RESULT:	APPROVED BY VOICE VOTE [UNANIMOUS]
MOVER:	Brad Helms, Commissioner
SECONDER:	Kollin Kozlowski, 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 OKTOBERFEST		First time event? ☐ Yes ☒ No	
Exact Address of Event 55 N Smith St (Parking Lots J, K and L)			
Date(s) of Event September 15-17, 2023		Hours of Event 5pm-12am, 12pm-12am, 12pm-6pm	
Phone number/website for publication palatinerotary.org/oktoberfest		Estimated attendance 10,000	Last year's actual attendance 10,000
Describe the events community and/or cultural benefit Raising funds primarily for local charities and organizations with some funds going to international causes and disaster relief.			

CONTACT INFORMATION

Name of Sponsoring Organization Rotary Club of Palatine		Contact person from Sponsoring Organization Randy Klingner	
Sponsoring Organization Address PO Box 412		City Palatine	Zip 60078
Name of Organizer/Coordinator Michael Reiss		Email michael@reissfamily.org	
Organizer/Coordinator Address 435 S Williams Ave		City Palatine	Zip 60074
Phone Number 847-867-6061	Cell Phone Number	Fax Number	

LIQUOR LICENSE INFORMATION

Dates of Alcohol Service			
Date	Time from: (am/pm)	Time to: (am/pm)	Type of Alcoholic Beverages
9/15/2023	5pm	12am	☒ Beer
9/16/2023	12pm	12am	☒ Wine
9/17/2023	12pm	6pm	☐ 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.

Michael P. Reiss
Signature of Organizer

May 2, 2023
Date

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

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: Oktoberfest Liquor App (Oktoberfest 2023 - Liquor License)

If applicable the following must be included:

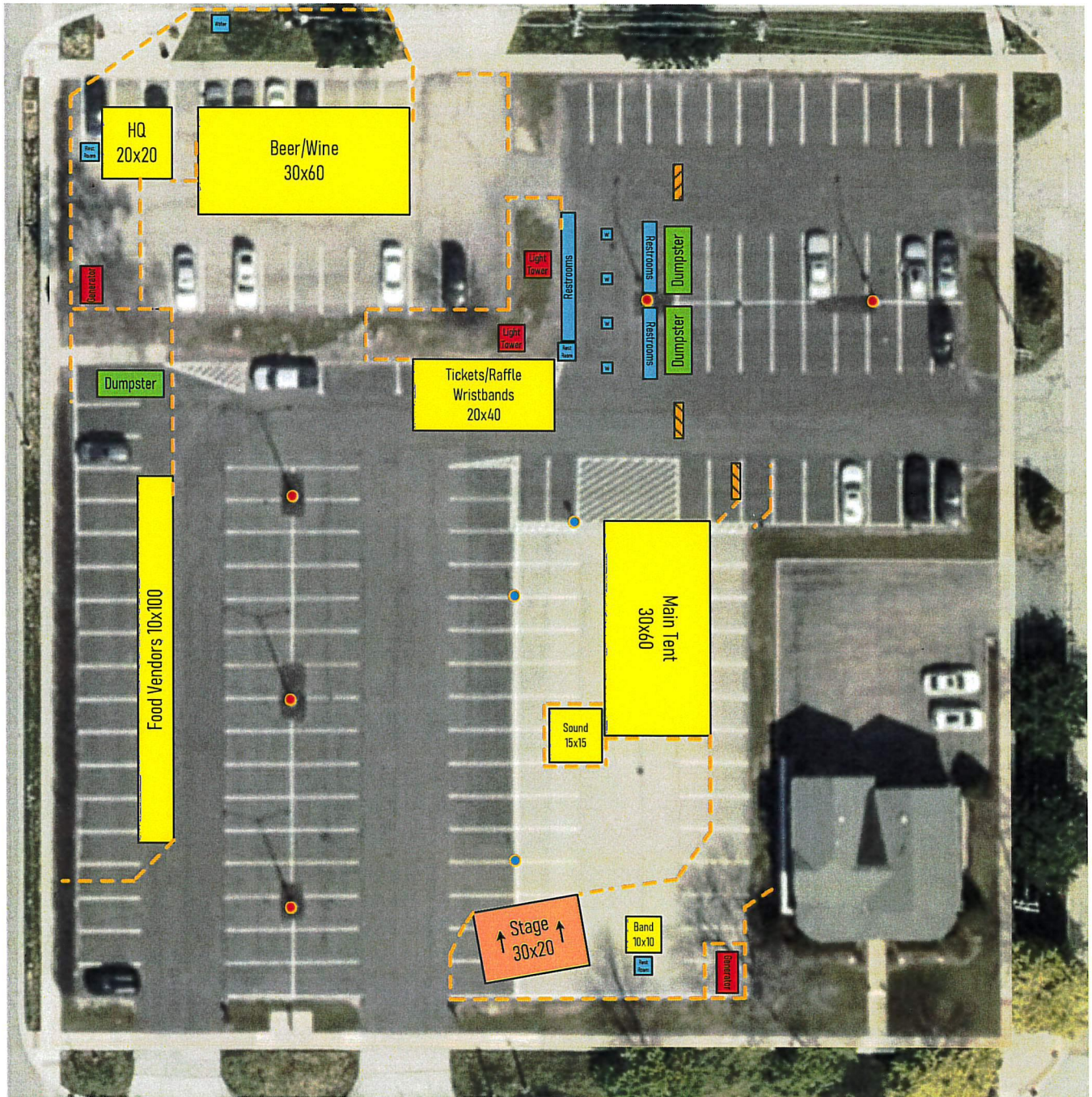
- ☐ Location of food vendors (F)
- ☐ Location of beverage vendors both non-alcoholic (NAB) and alcoholic beverages (AB) along with number of serving stations at each location
- ☐ Public entrances and exits
- ☐ Location of sound stages and amplified sound

TEMPORARY EVENT LIQUOR LICENSE APPLICATION

ROTARY CLUB OF PALATINE
OKTOBERFEST SITE LAYOUT
SEPTEMBER 15-17, 2023
PARKING LOTS J, K, L

W WILSON ST

N SMITH ST



W SLADE ST

Attachment: Oktoberfest Liquor App (Oktoberfest 2023 - Liquor License)