

PALATINE LIQUOR COMMISSION

MINUTES

FEBRUARY 13, 2023

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 7:39 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 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 - January 9, 2023 - **Accepted**

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

III. AGENDA ITEMS

1. Consider an Application for a Class B (Package Liquor Store) Liquor License for Inverness Wine & Spirits Located at 1565 N. Quentin Road - **Approved by Voice Vote**

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

2. Consider an Application for a Class D (Restaurant) Liquor License for Relish Catering Kitchen Located at 512 W. Northwest Highway - **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

3. Consider an Application for a Class E (Temporary) Liquor License for the Village of Palatine's Downtown Palatine Street Fest on August 25 - 27, 2023 - **Approved by Voice Vote**

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

IV. ADJOURNMENT – Time: 7:41 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

JANUARY 9, 2023

Regular Meeting

7:05 PM

I. ROLL CALL – Time: 7:16 PM

Attendee Name	Title	Status	Arrived
Jim Schwantz	Commissioner	Present	
Tim Millar	Commissioner	Absent	
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 Nicholas Standiford, 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 Mehrling, and Director of Human Resources Pam Jackson

II. MINUTES APPROVAL

- Palatine Liquor Commission - Regular Meeting - December 12, 2022 - **Accepted**

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

III. AGENDA ITEMS

- Consider an Application for a Class E (Temporary) Liquor License for the St. Theresa School/Parish Annual Wild Card Sunday Party on January 15, 2023 at 457 N. Benton Street - **Approved by Voice Vote**

Village Manager Reid Ottesen presented St. Theresa School/Parish's request for a one-day liquor license in conjunction with their annual Wild Card Sunday Party in the Dolan Center Gym on January 15, from 12 PM - 10 PM. Food will be served. All servers are required to be BASSET trained by Palatine Police Department. Staff recommends action at the discretion of the Commission.

An organizer was present to field questions.

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

2. Consider an Application for a Class E (Temporary) Liquor License for the Palatine Jaycees' 2023 Hometown Fest - **Approved by Voice Vote**

Village Manager Reid Ottesen presented the Palatine Jaycees' request for a temporary liquor license for the sale of beer and wine at their 66th Fourth of July festival to be held June 30 - July 4, 2023. All servers are required to comply with the Police Department BASSET training. Extensive precautions are planned to prevent problems with underage patrons. Staff recommends action at the discretion of the Commission.

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

IV. ADJOURNMENT – Time: 7:19 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, Lamerand, Myslinski, Solberg, Kozlowski, Helms
ABSENT:	Millar

Submitted by:

Margaret R. Duer
Village Clerk

Minutes Acceptance: Minutes of Jan 9, 2023 7:05 PM (Minutes Approval)

Consider an Application for a Class B (Package Liquor Store) Liquor License for Inverness Wine & Spirits Located at 1565 N. Quentin Road

BACKGROUND:

On this evening's agenda is a request for a Special Use Transfer for Inverness Wine & Spirits located at 1565 N. Quentin Road. The Petitioner, Purvi Patel, wishes to apply for a Class B (Package Liquor Store) liquor license. The Village has an available Class B license due to the 100% ownership change of this liquor store, previously owned by Manny Rafidia, surrendering the license in January 2023. The Petitioner will be present to answer any questions from the Commission. Permitted hours of operation for a Class B liquor license are Sunday - Saturday 6 AM to Midnight.

KEY ISSUES:

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

ALTERNATIVES:

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

RECOMMENDATION:

Action is at the discretion of the Commission.

BUDGET IMPACT:

\$3,995 Annual Fee for a Class B liquor license.

ACTION REQUIRED:

Action is at the discretion of the Commission.

ATTACHMENTS:

- Floor Plan, Letter

RESULT: **APPROVED BY VOICE VOTE [UNANIMOUS]**

MOVER: Tim Millar, Commissioner

SECONDER: Doug Myslinski, Commissioner

AYES: Schwantz, Millar, Lamerand, Myslinski, Solberg, Kozlowski, Helms

Purvi Nishant Patel
400 Hill Ct.
Prospect Heights, IL 60070
(224) 388-9463
Email: 400hillct@gmail.com

November 23, 2022

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

Re: Inverness Wine & Spirits
1565 N. Quentin Road
Palatine, IL 60074

Please allow this correspondence to serve as my request to transfer the liquor license at the above referenced location, License No. 2022/2023-1178 for Inverness Wine & Spirits. Enclosed please find the requested documentation and application required.

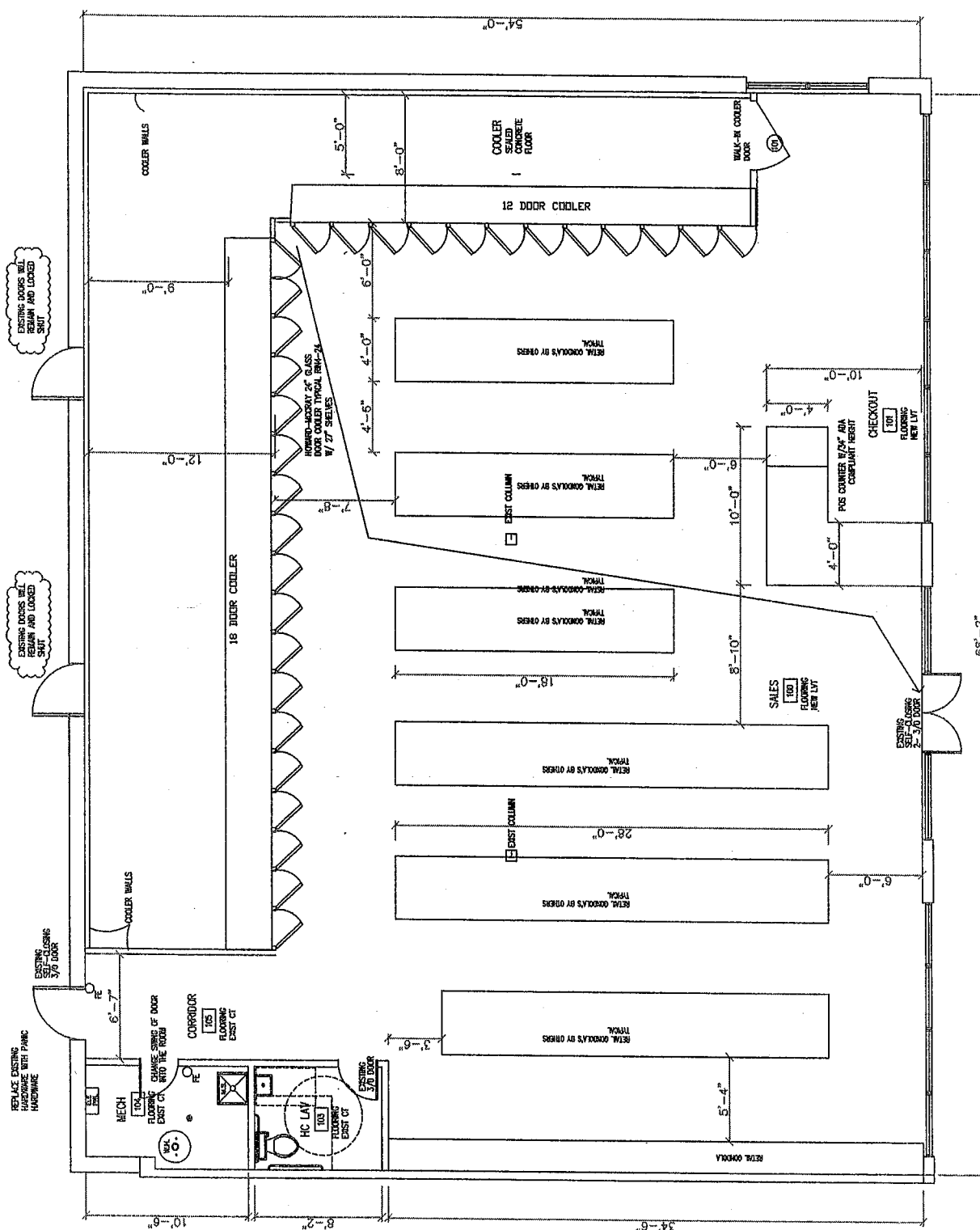
Should you need any further information or have any questions, please feel free to contact me.

Sincerely,



Purvi Nishant Patel

Attachment: Floor Plan, Letter (1565 N. Quentin-Appl. for Class B Liquor License, Inverness Wine & Spirits)



Consider an Application for a Class D (Restaurant) Liquor License for Relish Catering Kitchen Located at 512 W. Northwest Highway

BACKGROUND:

On this evening's agenda is a request to increase the number of Class D (Restaurant) liquor licenses by one for Relish Catering Kitchen located at 512 W. Northwest Highway. The Petitioner, John Eggert, will be present to answer any questions of the Commission. Permitted hours of operation for a Class D liquor license are Sunday - Wednesday 6 AM to 1 AM and Thursday - Saturday 6 AM to 2 AM.

KEY ISSUES:

A copy of the application is 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:

Staff recommends the issuance of Class D liquor license to the above referenced establishment.

BUDGET IMPACT:

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

ACTION REQUIRED:

Staff recommends the issuance of Class D liquor license to the above referenced establishment.

ATTACHMENTS:

- Letter, Floor Plan, Menu 512 W. NW Hwy

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



19 W. Wise Road
Schaumburg, IL 60193
847-352-8840

January 25th 2023

To Whom It May Concern:

Attached is our application to obtain a liquor license for Palatine Hills Golf Club Located at 512 W. Northwest Highway, Palatine, Illinois 60067.

We are applying for a Class D Restaurant liquor license. Our Hours of operation at Palatine Hills will be from 6:30am-9pm 7 days a week. We plan on being fully operational seasonally in conjunction with the golf course.

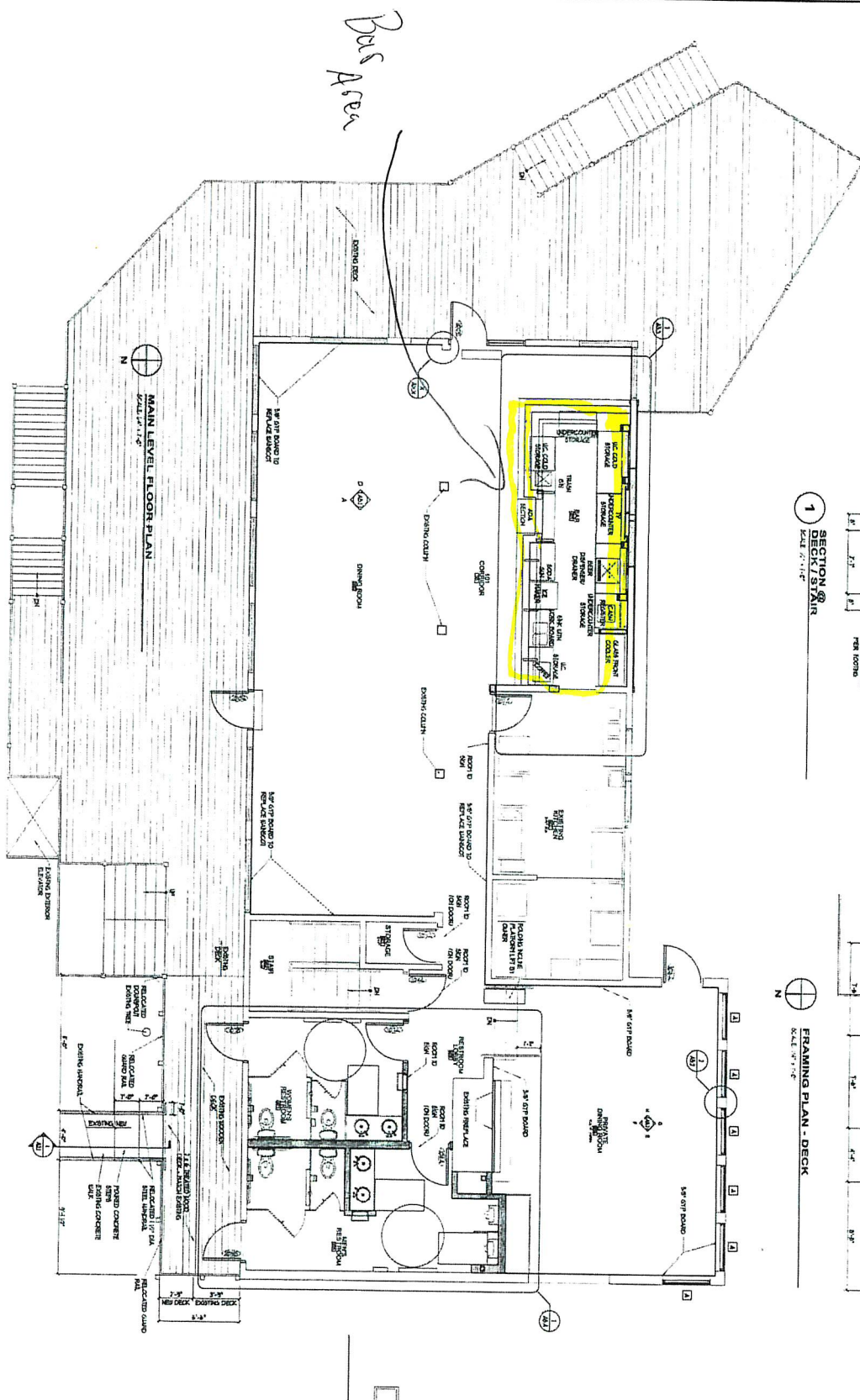
We have included the application as well as all the required documents that are laid out in the application checklist.

Please let me know if there is any additional information needed to complete this application.

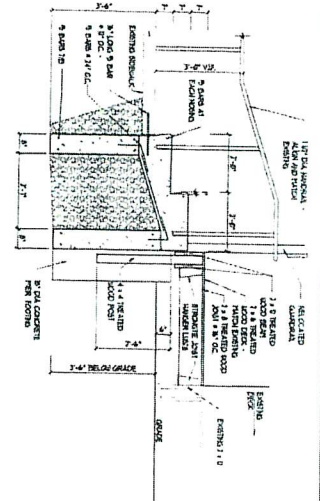
Thank you for your time and consideration when it comes to our application. We look forward to working with you in this process!

Sincerely,

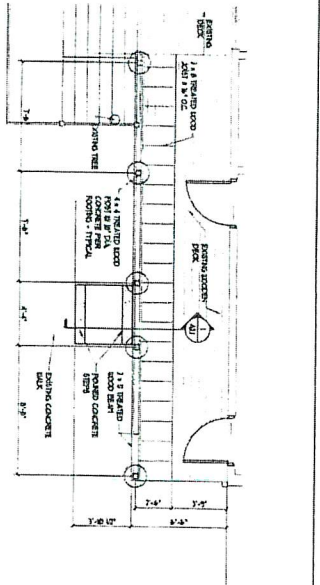
John C Eggert III
President
Relish Catering Kitchen



1 SECTION & DECK / STAIR
SCALE: 1/8" = 1'-0"



FRAMING PLAN - DECK
SCALE: 1/8" = 1'-0"



RELISH ON THE 19TH

BREAKFAST

2X2X2 \$10

Two Eggs Any Style, Two Pieces
of Toast Two Meats and an
Order of Hashbrowns,

BREAKFAST BURRITO \$10

Flour Tortilla, Scrambled Eggs, Sauteed
Peppers and Onions, Cheddar Cheese,
Hashbrowns and Your Choice of Bacon
Sausage or Chorizo

BREAKFAST SANDWICH \$10

One Egg Your Way, American
Cheese, Bacon Sausage or Ham
On English Muffin or Croissant

CHEESE OMELET \$9

ASHredded Cheddar and Swiss

DENVER OMELET \$12

Bell Pepper, Ham, Onion, Swiss

SPANISH OMELET \$12

Chorizo, Peppers, Onions,
Shredded Cheddar

Omeletes are served with
Hashbrowns and Toast

ON THE SIDE

Three Slices of Bacon/ Two
Sausage Patties \$4

Hash Browns \$3

Toast \$2

2Eggs Your Way \$4

SMALL BITES

BUFFALO WINGS \$ 14

8 Wings, Choice of Ranch or
Bleu Cheese, Celery Sticks

CHICKEN TENDER BASKET \$10

5 Crispy Chicken Tenders

NACHOS SUPREME \$13

Corn Tortilla Chips, Lettuce,
Tomato, Salsa, Jalapeño,
Refried Beans, Sour Cream and
Shredded Cheese

Add Chicken, Beef or Chorizo \$3

MOZZARELLA STICKS \$11

8 Pieces with Marinara

QUESADILLA \$10

Flour Tortilla Stuffed with
Sauteed Peppers and Onions

Add Chicken, Beef or Chorizo \$3

BASKET OF FRIES \$5

CHIPS & SALSA \$6

BOWL OF CHILI \$8

BEVERAGES

Fountain \$3

Soda/ Lemonade/ Iced Tea \$3

16oz Coffee \$3

RELISH ON THE 19TH

BURGERS & SANDWICHES

SERVED WITH YOUR CHOICE OF FRIES OR CHIPS

CLASSIC BURGER \$15

1/2 Pound Patty Topped with American Cheese, Lettuce, Tomato, Pickles on Toasted Brioche Bun

SMOKEHOUSE BURGER \$17

1/2 Pound Patty Topped with BBQ Sauce, Bacon, Grilled Onions, Cheddar Cheese On a Toasted Brioche Bun

RUBEN \$14

Corned Beef Topped with Sauerkraut, 1000 Island, Swiss On Toasted Marble Rye

PATTY MELT \$15

1/2 Pound Patty Topped with American Cheese, Grilled Onions on Toasted Marble Rye

TUNA MELT \$12

Tuna Salad, American Cheese, Pickle Tomato On Toasted White Bread

19TH HOLE CLUB \$14

Roasted Turkey or Sliced Ham, Topped with Lettuce Tomato Bacon and Mayo On Toasted White Bread

GREENS

Ranch/Bleu Cheese/Balsamic/1000 Island

CALIFORNIA COBB \$15

Mixed Greens Topped with Tomato, Cucumber, Avocado, Bacon, Bleu Cheese, Hard Boiled Egg. Add Chicken Breast \$3

GARDEN SALAD \$8

Mixed Greens Topped with Croutons, Cucumber, Tomato, Red Onion, Black Olive & Choice of Dressing

BUFFALO CHICKEN SALAD \$15

Mixed Greens Topped with Diced Buffalo Chicken, Bacon, Bleu Cheese Ranch

THE CALIFORNIA \$15

Grilled Chicken or Sliced Turkey, Topped with Avocado Bacon Monterey Jack Cheese Chipotle Mayo Served on a Brioche Bun

GRILLED CHEESE \$8

Add Bacon and Tomato \$3

BUFFALO CHICKEN SANDWICH \$14

Buffalo Chicken Topped with Lettuce, Tomato Ranch and Red Onion Served on Ciabatta

DELI SANDWICH \$14

Choice of Protein: Ham, Turkey, Chicken Salad, Tuna Salad, Topped with Lettuce and Tomato with your Choice of Bread: White Wheat, Rye

BLT \$12

Bacon Lettuce Tomato and Mayo On Toasted White Bread

HOT DOG OR BRAT \$8

CHEF SALAD \$15

Mixed Greens Topped with Ham, Turkey, Swiss, Tomato, Cucumber, and Hard Boiled Egg

SOUTHWEST SALAD \$16

Mixed Greens Topped with Grilled Chicken Tortilla Strips, Black Beans, Corn, Cucumber, Tomato, Red onion and Cheese Served with a Southwest Dressing

RELISH ON THE 19TH

16 OZ DRAFT BEER

\$4

MILLER LITE
BLUE MOON
STELLA ARTOIS
GUINNESS
HEINEKEN
CORONA

CANNED BEER & SELTZER \$4.50

MILLER LIGHT
MGD
BUD LITE
BUDWISER
CORONA
MICALOB ULTRA
WHITE CLAW
HIGH NOON

COCKTAILS

JOHN DALY \$7
Sweet Tea, Lemonade and Vodka
SUMMER BREW \$8
Lemonade Beer and Vodka
CLASSIC OLD FASHINED \$8
FRESH FRUIT MARGARITA \$8
TRANSFUSION \$8
Vodka Mixed with Grape Juice and
Ginger Ale

WINE BY THE GLASS \$6

CABERNET
PINOT NOIR
MERLOT
ROSE
PINOT GRIGIO
CHARDONNAY
BRUT SPARKLING WINE

Consider an Application for a Class E (Temporary) Liquor License for the Village of Palatine's Downtown Palatine Street Fest on August 25 - 27, 2023

BACKGROUND:

The Village of Palatine will hold its 23rd annual Downtown Palatine Street Fest on August 25 - 27, 2023. The Fest will once again feature Palatine food establishments to showcase their cuisine for all visitors. Towne Square will become a "Backyard Patio" with a satellite bar where families can visit sponsor booths, play yard games and attend scheduled entertainment.

KEY ISSUES:

The Downtown Palatine Street Fest is requesting a Class E Temporary Liquor License for the purpose of selling alcoholic beverages during the following hours in 2023:

Friday, August 25:	5 PM - 12 AM
Saturday, August 26:	11 AM - 12 AM
Sunday, August 27:	11 AM - 6 PM

Downtown Palatine Street Fest would like to sell the following types of alcoholic beverages: Beer, Wine, and Malt Beverages. Food will also be made available at the event. All volunteers serving or selling liquor will complete the Village's required online BASSET training class conducted by the Palatine Police Department.

ALTERNATIVES:

1. Approve the request.
2. Deny the request.

RECOMMENDATION:

Action is at the discretion of the Commission.

ACTION REQUIRED:

Action is at the discretion of the Commission.

ATTACHMENTS:

- Street Fest 2023 Memo
- Palatine 2022 Map 8.11.22

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

MEMORANDUM

Date: January 9, 2023

To: Reid Ottesen, Village Manager

From: Hadley Skeffington-Vos, Deputy Village Manager

Re: Street Fest 2023



The following approvals are being sought in connection with the Village's 2023 Downtown Palatine Street Fest:

1. Temporary waiver of the sound amplification ordinance for the live music and performances during the following hours:
 - **Friday, August 25:** 12 PM – 12 AM
 - **Saturday, August 26:** 8 AM – 12 AM
 - **Sunday, August 27:** 8 AM – 6 PM

***Note:** The earlier time from the actual event start times is for sound checks and for other events such as the Bike Race, Pet Parade and other activities.*
2. Waiver of Fees for Village services, permits, and licenses.
3. Waiver of the Building Construction Hours for the following:
 - **Wednesday, August 23:** Construction of tents to begin at 7 AM and continue throughout Friday morning.
 - **Thursday, August 24:** Construction of tents and stage to begin at 6 AM and continue throughout Friday morning.
 - **Sunday, August 27:** Removal of tents and stage between 8 PM to 12 AM.
4. Temporary Closure of On-Street Parking from **Wednesday, August 23** at 5 AM to **Monday, August 28** at 12 PM as follows:
 - Slade Street (north side between Greeley St. and Brockway St., south side between Smith St. and Brockway St.)
 - Greeley Street (east and west sides between Slade St. and Palatine Rd.)
 - Brockway Street (east side between Slade St. and railroad tracks)
5. Public street closures from **Friday, August 25** at 5 AM to **Monday, August 28** at 12 PM as follows:
 - **Slade Street** – between Smith Street and Bothwell Street
 - **Greeley Street** – between Palatine Road and Wilson Street
 - **Brockway Street** - between Palatine Road and Railroad Tracks
 - **Railroad Avenue** – between Plum Grove Road and Bothwell Street
 - **Bothwell Street** – Between Palatine Road and Railroad Avenue
 - **Wilson Street** – between Smith Street and Greeley Street
 - **Smith Street** – between Palatine Road and Wood Street (only temporarily if needed in event of an emergency or for the bike race or 5K)

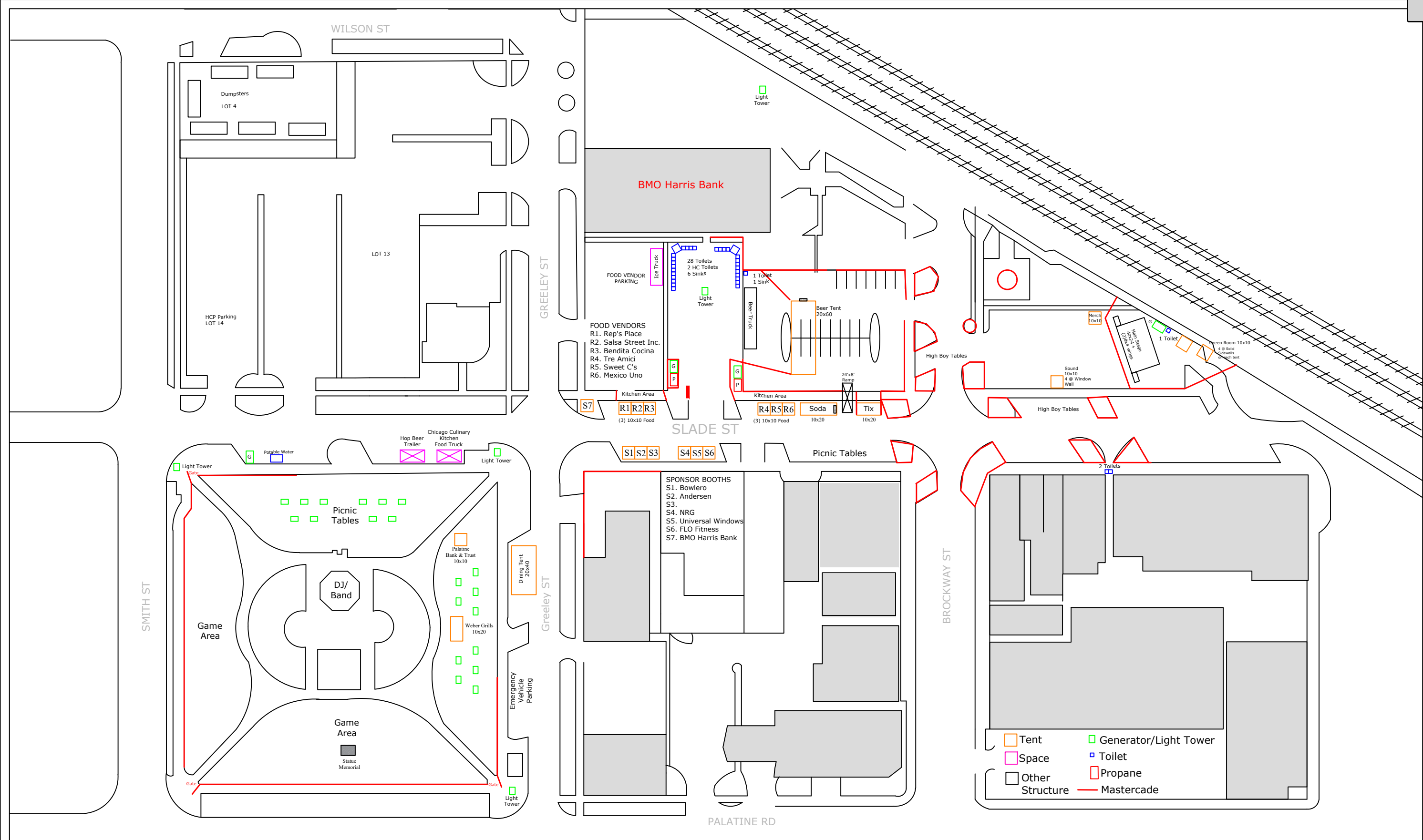
6. Temporary Closure of Commuter Parking Lots
- **Parking Lot I:** Friday, August 25 at 5 AM through Monday, August 28 at 12 PM for Village staff staging area.
 - **Parking Lot J:** Friday, August 25 at 5 AM through Monday, August 28 at 12 PM to accommodate garbage dumpsters.
 - **Parking Lot G:** Thursday, August 24 at 5 AM through Monday, August 28 at 12 PM to accommodate the construction of the main stage.
 - **Parking Lots K & L:** Friday, August 25 at 5 AM through Monday, August 28 at 12 PM to accommodate handicapped parking and event set up.

7. A motion authorizing the Village Manager to enter into contracts/agreements related to the 2023 Downtown Palatine Street Fest. In conjunction with the 2023 Downtown Palatine Street Fest, the Village will need to enter into a number of contracts or agreements which may exceed \$20,000. All expenses have been funded as part of the CY 2022 budget.

The contracts and/or agreements may include, but are not limited to, the following (cost estimate):

- Tent, table, chair rental (\$25,000)
- Portable Restrooms (\$10,000)
- Fencing (\$5,000)
- Beverages – Beer, Wine, Pop, Water (\$60,000)
- Main Stage Entertainment (Bands, Stage, Lighting) (\$65,000)
- Printed Promotional Materials (\$1,000)
- Backyard Lounge Entertainment, Furniture & Games (\$10,000)
- Generators (\$5,500)
- General Supplies and Miscellaneous Rentals (\$5,000)
- Event Operation, Labor, Support, Security (\$20,500)
- Street Fest Sponsorship Agreements

8. A motion to authorize a Class E Temporary Liquor License for the purpose of selling alcoholic beverages during the following hours:
- **Friday, August 25:** 5 PM – 12 AM
 - **Saturday, August 26:** 11 AM – 12 AM
 - **Sunday, August 27:** 11 AM – 6 PM



Drafted by: Alan Weusthoff
11x17
Sheet: 1 of 1



Draft Date: August 11, 2022
Palatine Street Fest 2022
Event Date: Aug. 26–28, 2022