



**Committee of the Whole Meeting
Regular Rescheduled
City Hall - 1707 St Johns Avenue
August 17, 2026
5:30 PM
Agenda**

Individuals with questions or feedback about an agenda item can address the City in the following ways:

- 1. Emails with Unlimited Information.** Individuals may email the City an unlimited number of words at cityhp@cityhpil.com. Emails will be forwarded to the City Council if requested. All emails received will be acknowledged.
- 2. Telephone.** Individuals with no access to email may leave a message with the City Manager's Office at 847.926.1000.
- 3. Live Comments.** Individuals are able to address the Council during the City Council meeting. Questions/comments should be limited to three minutes or less.

Committee of the Whole and City Council meetings are broadcast live on the City's Facebook page and on the City's website. Meetings can be watched after the meeting from a video link on the City's website.

The City encourages individuals to sign-up for its enews for important information from the City. To sign-up for the enews, visit www.cityhpil.com.

I. Call to Order

II. Roll Call

III. Approval of Minutes

- A. Approval of the Minutes of the Consolidated Meeting of the Committee of the Whole Held on July 13, 2026
- B. Approval of the Minutes of the Closed Session of the Consolidated Meeting of the Committee of the Whole Held on July 13, 2026
- C. Approval of the Minutes of the Special Meeting of the Committee of the Whole Held on July 20, 2026
- D. Approval of the Minutes of the Closed Session of the Special Meeting of the Committee of the Whole Held on July 20, 2026

IV. Scheduled Business

- A. 2027 Proposed Budget for Library Operating & Capital

B. Place of Remembrance Status and Project Timing

C. Comprehensive Review of Chapter 119 (Alcoholic Beverages)

V. Other Matters

VI. Closed Session

VII. Adjournment

Staff Report



Meeting Date: August 17, 2026

Staff Contact: Ashley Palbitska, Assistant to the City Manager/Deputy City Clerk

Department: City Manager's Office

Title: Approval of the Minutes of the Consolidated Meeting of the Committee of the Whole Held on July 13, 2026

Recommendation:

For the City Council's approval are the minutes of the Consolidated Meeting of the Committee of the Whole held on July 13, 2026.

Attachments:

1. MIN COTW 7-13-2026

MINUTES OF THE COMMITTEE OF THE WHOLE OF THE CITY OF HIGHLAND PARK

MEETING DATE: July 13, 2026

MEETING LOCATION: City Hall, 1707 St Johns Avenue, Highland Park, IL 60035

I. Call to Order

At 5:31 PM, Mayor Rotering called the meeting to order and asked for a roll call:

II. Roll Call

Present: Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia (remote), Lidawer

Absent: Councilmember Blumberg

Staff Present: City Manager Neukirch, Director of Public Works Bannon, Community Development Director Fontane, Assistant City Manager Jason, Police Chief Jogmen, Finance Director McCaulou, Fire Chief Schrage, Assistant City Manager Taub, Assistant to the City Manager Palbitska, Officer Bekov

Also Present: Deputy Corporation Counsel Passman, Assistant Corporation Counsel Martinez

III. Approval of Minutes

A. Approval of the Minutes of the Consolidated Meeting of the Committee of the Whole Held on June 29, 2026

B. Approval of the Minutes of the Closed Session of the Consolidated Meeting of the Committee of the Whole Held on June 29, 2026

Councilmember Lidawer moved to approve the Minutes of the Consolidated Meeting of the Committee of the Whole Held on June 29, 2026 and the Minutes of the Closed Session of the Consolidated Meeting of the Committee of the Whole Held on June 29, 2026. Councilmember Bruckman seconded the motion. Upon a voice vote, the Mayor declared the motion Passed (6 - 0).

MOVER:	Councilmember Lidawer
SECONDER:	Councilmember Bruckman
AYES:	Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer
NAYS:	None
ABSENT:	Councilmember Blumberg

IV. Scheduled Business

A. Comprehensive Plan Update

City Manager Neukirch introduced the topic.

Community Development Director Fontane presented an update on the City's Comprehensive Plan.

The Council and staff reviewed the two project applicants, Houseal Lavigne and Interface Studios, as it relates to the Comprehensive Plan Update. They discussed the depth of involvement through community engagement, cost comparisons, strengths of the firms, and their approach to the overall goal of the project. They discussed where Lamar Johnson was within the lineup of proposals that were submitted.

City Manager Neukirch noted that there are no proposals that have been formally rejected and that staff would be compiling a final report by the end of the week.

A majority of the Council was in favor of moving forward with the proposal submitted by Interface but requested staff review areas for potential decrease in costs, a request to shorten the timeline to complete the project as well as a request to reduce the number of focus groups that were proposed.

City Manager Neukirch stated that staff would follow up with the Council based on these requests.

V. Other Matters

VI. Closed Session

Councilmember Lidawer moved the Committee to close its meeting to the public, pursuant to the following cited section of the Illinois Open Meetings Act (5 ILCS 120/2(c)), for the purposes of, (i) personnel (5 ILCS 120/2(c)(1)); and ii) litigation (5 ILCS 120/2(c)(11)). Councilmember Center seconded the motion. On a roll call vote, the Mayor declared the motion passed unanimously.

At 6:11 PM, the Committee recessed the public portion of the meeting to meet in Closed Session.

At 6:47 PM, Mayor Rotering reconvened the open session of the Committee of the Whole meeting.

Present: Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer

Absent: Councilmember Blumberg

Staff Present: City Manager Neukirch, Assistant to the City Manager Palbitska

Also Present: Deputy Corporation Counsel Passman, Assistant Corporation Counsel Martinez

VII. Adjournment

Councilmember Lidawer moved to adjourn the Committee of the Whole meeting. Councilmember Bruckman seconded the motion. Upon a voice vote, Mayor Rotering declared the motion passed unanimously.

The Committee of the Whole adjourned its meeting at 6:47 PM.

Respectfully Submitted,

Ashley Palbitska
Assistant to the City Manager/Deputy City Clerk

Staff Report



Meeting Date: August 17, 2026

Staff Contact: Ashley Palbitska, Assistant to the City Manager/Deputy City Clerk

Department: City Manager's Office

Title: Approval of the Minutes of the Closed Session of the Consolidated Meeting of the Committee of the Whole Held on July 13, 2026

Recommendation:

For the City Council's approval are the minutes of the Closed Session of the Consolidated Meeting of the Committee of the Whole held on July 13, 2026.

Attachments:

1. MIN CWCS 7-13-2026

Staff Report



Meeting Date: August 17, 2026

Staff Contact: Ashley Palbitska, Assistant to the City Manager/Deputy City Clerk

Department: City Manager's Office

Title: Approval of the Minutes of the Special Meeting of the Committee of the Whole Held on July 20, 2026

Recommendation:

For the City Council's approval are the minutes of the Special Meeting of the Committee of the Whole held on July 20, 2026.

Attachments:

1. MIN COTW 7-20-2026

**MINUTES OF THE SPECIAL COMMITTEE OF THE WHOLE OF THE CITY OF
HIGHLAND PARK**

MEETING DATE: July 20, 2026

MEETING LOCATION: City Hall, 1707 St Johns Avenue, Highland Park, IL 60035

I. Call to Order

At 5:30 PM, Mayor Rotering called the meeting to order and asked for a roll call:

II. Roll Call

Present: Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer (remote), Blumberg

Absent: None

Staff Present: City Manager Neukirch

Also Present: Deputy Corporation Counsel Passman (departed at 6:40PM)

III. Closed Session

Councilmember Blumberg moved the Committee to close its meeting to the public, pursuant to the following cited section of the Illinois Open Meetings Act (5 ILCS 120/2(c)), for the purposes of, (i) personnel (5 ILCS 120/2(c)(1)); and ii) litigation (5 ILCS 120/2(c)(11)). Councilmember Bruckman seconded the motion. On a roll call vote, the Mayor declared the motion passed unanimously.

At 5:32 PM, the Committee recessed the public portion of the meeting to meet in Closed Session.

At 6:43 PM, Mayor Rotering reconvened the open session of the Committee of the Whole meeting.

Present: Mayor Rotering, Councilmembers Center, Bruckman, Ross, Tapia, Lidawer (remote), Blumberg

Absent: None

Staff Present: City Manager Neukirch

IV. Adjournment

Councilmember Blumberg moved to adjourn the Committee of the Whole meeting. Councilmember Center seconded the motion. Upon a voice vote, Mayor Rotering declared the motion passed unanimously.

The Committee of the Whole adjourned its meeting at 6:43 PM.

Respectfully Submitted,

Ghida Neukirch, City Manager

Staff Report



Meeting Date: August 17, 2026

Staff Contact: Ghida Neukirch, City Manager

Department: City Manager's Office

Title: Approval of the Minutes of the Closed Session of the Special Meeting of the Committee of the Whole Held on July 20, 2026

Recommendation:

For the City Council's approval are the minutes of the Closed Session of the Special Meeting of the Committee of the Whole held on July 20, 2026.

Attachments:

1. MIN CWCS 7-20-2026

Staff Report



Meeting Date: August 17, 2026
Staff Contact: Kristi McCaulou, Finance Director
Department: Finance Department

Title: 2027 Proposed Budget for Library Operating & Capital

Recommendation:

A budget workshop will be conducted during the August 17, 2026 Committee of the Whole meeting to present the Library's 2027 Proposed Annual Budget (budget).

The budget schedule is shown below with topics highlighted for the August 17, 2026 meeting.

Description		Date	A	M	J	J	A	S	O	N	D
City Defined Process & Dates	Neighborhood Meetings	04/29/2026									
		05/13/2026									
		06/08/2026									
	City Council Spring Workshop	05/18/2026									
	Personnel Requests Distributed to City Council	07/13/2026									
	Library Operating & Capital Budget	08/17/2026									
	Draft Budget to Council	09/10/2026									
	Revenue, Capital, and Debt Planning	09/14/2026									
	Department Budget Staff Reports to Council	10/08/2026									
	Proposed Budget to Council	10/30/2026									
IL Statue Defined Process & Dates	Proposed Budget to City's Website	11/02/2026									
	Tax Levy Estimate Accepted										
	Proposed Budget Public Hearing	11/09/2026									
	Approval of:	11/23/2026									
	o Budget Ordinance and Budget Document										
	o Annual Fee Resolution										
	o Capital Improvement Program										
	o Employee Compensation Plan and Policy										
	Proposed Property Tax Levy Public Hearing										
	Approval of:	12/14/2026									
	o Property Tax Levy										
	o Liability & Workmen's Comp. Insurance										

Library Board or Staff representatives will present the Library budget. Agenda topics include:

- Strategic Initiatives
- Organization Chart
- 2026 Major Accomplishments

- 2027 Objectives
- 2027 Budget Summary
- 2027 Capital Improvement Plan
- Library Expansion Funding Plan
- 2027 Fund Balances

Additional Library budget detail is included in Exhibit A.

Next Steps:

Sep. 14 - City Revenue, Capital and Debt Planning
Oct. 08 - Distribution of Department Staff Reports to City Council
Oct. 30 - Distribution of Proposed Budget to City Council
Nov. 2 - Proposed Budget on City website, www.cityhpil.com
Nov. 9 - Proposed Budget Public Hearing
Nov. 23 - Approval of Budget and Tax Levy Public Hearing
Dec. 14 - Approval of Tax Levy

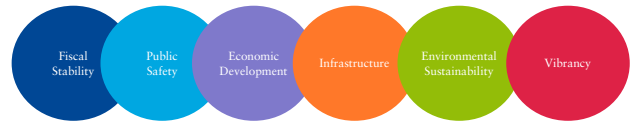
Policy Consideration:

Core Priorities:

Attachments:

1. EXHIBIT A

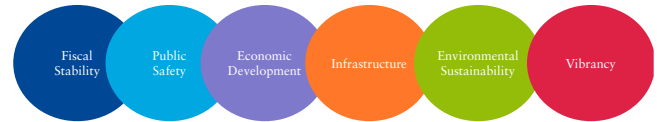
HIGHLAND PARK PUBLIC LIBRARY



	Actual 2025	Amended Budget 2026	Estimate 2026	Budget 2027	Increase / (Decrease) '27 Bud. vs. '26 Est.	
General Fund						
Property Taxes	5,852,700	6,401,900	6,401,900	6,966,000	564,100	8.8%
Bond Proceeds	4,062,700	-	-	-	-	0.0%
Transfers:						
Transfer from Special Reserve Fund	(2,552,700)	7,327,000	7,327,000	-	(7,327,000)	-100.0%
Transfer from Unrestricted Gift Fund	-	308,000	308,000	-	(308,000)	-100.0%
	277,700	263,000	263,000	-	(263,000)	-100.0%
Transfer from Local Library Working Cash Fund	13,100	-	-	10,000	10,000	100.0%
Total Transfers	6	7,898,000	7,898,000	10,000	(7,888,000)	-99.9%
Other Revenue:						
Fees - Impact	10,600	19,000	19,000	15,000	(4,000)	-21.1%
Fines and Miscellaneous Revenue	29,000	22,000	22,000	26,000	4,000	18.2%
Gifts and Grants	49,400	155,000	155,000	68,000	(87,000)	-56.1%
Investment Income	255,500	138,000	138,000	90,000	(48,000)	-34.8%
Per Capita	44,500	44,500	44,500	45,000	500	1.1%
State Corporate Replacement Tax	62,600	79,000	79,000	71,000	(8,000)	-10.1%
Total Other Revenue	451,600	457,500	457,500	315,000	(142,500)	-31.1%
Total Revenue	8,105,100	14,757,400	14,757,400	7,291,000	(7,466,400)	-50.6%
Operating Expense:						
Salaries	2,992,600	3,349,000	3,349,000	3,558,000	209,000	6.2%
Payroll Taxes (FICA)	223,800	256,500	256,500	272,000	15,500	6.0%
IMRF	89,600	116,000	116,000	92,000	(24,000)	-20.7%
Insurance - Health	468,600	648,000	648,000	794,000	146,000	22.5%
Subtotal - Salaries & Benefits	3,774,600	4,369,500	4,369,500	4,716,000	346,500	7.9%
Books, AV & Electronic Res.	601,900	661,000	661,000	714,000	53,000	8.0%
Cataloging & Processing	23,700	26,000	26,000	27,000	1,000	3.8%
Insurance - General	104,000	122,000	122,000	116,000	(6,000)	-4.9%
Legal	3,300	5,000	5,000	5,000	-	0.0%
Maintenance - Building	134,500	185,000	185,000	222,000	37,000	20.0%
Maintenance - Equip. & Software	112,400	141,000	141,000	180,000	39,000	27.7%
Maintenance - Grounds	20,000	23,000	23,000	25,000	2,000	8.7%
Marketing	18,400	23,000	23,000	24,000	1,000	4.3%
Postage	9,600	9,000	9,000	10,000	1,000	11.1%
Programs	23,700	26,000	26,000	53,000	27,000	103.8%
Purchases funded by Gifts & Grants	33,100	30,000	30,000	68,000	38,000	126.7%
Supplies & Services	180,800	193,500	193,500	197,000	3,500	1.8%
Telecommunications	27,000	27,000	27,000	28,000	1,000	3.7%
Training, Staff	39,800	27,000	27,000	31,000	4,000	14.8%
Total Operating Expense	5,106,800	5,868,000	5,868,000	6,416,000	548,000	9.3%
Capital Expense:						
Building & Grounds Improvement	2,165,300	8,118,000	8,118,000	200,000	(7,918,000)	-97.5%
Computerization	39,100	40,000	40,000	59,000	19,000	47.5%
Furniture & Equipment	10,500	10,000	10,000	13,000	3,000	30.0%
Total Capital Expense	2,214,900	8,168,000	8,168,000	272,000	(7,896,000)	-96.7%
Transfer to Special Reserve Fund	-	280,000	280,000	163,000	(117,000)	-41.8%
Debt Service Expense	270,200	441,400	441,400	440,000	(1,400)	-0.3%
Total Expense	7,591,800	14,757,400	14,757,400	7,291,000	(7,466,400)	-50.6%
Net Revenue (Deficit)	513,300	-	-	-	-	

HIGHLAND PARK PUBLIC LIBRARY

10-YEAR CAPITAL IMPROVEMENT



Projects (\$k)	Priority	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	10-Yr.
Computerization	1	55	55	330	60	60	60	60	65	65	65	875
Furniture and Equipment	1	15	15	15	15	15	15	15	15	15	15	150
Door/Window/Framing Rplcmt	1	90		60								150
Exterior Updates	1	110		125	10	25		50			10	330
Plumbing Updates			100									100
HVAC Updates			215			340	5			615		1,175
Flooring Replacements			60					75				135
Painting Updates			25					30				55
Roof Replacements				305					370			675
Elevator Updates					195							195
Interior Renovation								1,500				1,500
Directional/Stacks Signage									30			30
Total		270	470	835	280	440	80	1,730	450	695	90	5,340
Funding (\$k)		2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	10-Yr.
Library Tax Levy ¹		270	445	455	280	440	80	495	450	515	90	3,520
Other Revenue ² and Special Reserves			25	380				1,235		180		1,820
Total		270	470	835	280	440	80	1,730	450	695	90	5,340

Notable Budget Comments:

1. Will include transfers to Special Reserve Fund. Increases an estimated 2% annually.
2. Includes fundraising and grant opportunities.

2027 PRIORITY 1: High - Life Safety Concerns; Immediate Need

1. Critical infrastructure improvement or scheduled maintenance or replacement
2. Positive ROI (revenue generating program or upgrade)
3. Life safety and health risk
4. Impact on other infrastructure (holistic approach to achieve economies of scale)
5. Delay results in future expensive maintenance costs
6. City Council, state, or federally mandated program
7. Funding earmarked or grant cost share program
8. Special Service Area or Recapture or Special Assessment project
9. Regional as well as local benefit

2027 PRIORITY 2: Medium - Operable For Now; Repairs Not Critical

1. Non-critical infrastructure improvement
2. Neutral ROI
3. Placeholder for an unfunded Priority 1 project or an unplanned but necessary project
4. Minimal local benefit - impacts only a portion of City
5. City Council, state, or federally preferred program (not mandated)
6. Potential future grant cost share program
7. Potential future Special Service Area or Recapture or Special Assessment project
8. Greater regional or other entity benefit than local benefit

2027 PRIORITY 3: Low

1. Aesthetic improvement, no health or safety risk
2. Negative ROI
3. Future project on radar with potential regional benefit or funding opportunities
4. Potential to increase service efficiency but not a necessity

Staff Report



Meeting Date: August 17, 2026

Staff Contact: Emily Taub, Assistant City Manager
Jazmin Alejandro, Social Services Specialist
Amanda Bennett, Communications Manager

Department: City Manager's Office

Title: Place of Remembrance Status and Project Timing

Recommendation:

City staff will present an update on the Permanent Place of Remembrance informed by preliminary budget estimates and timeline considerations prepared by the construction manager based on the architects schematic design. Staff recommends extending the timeline for substantive completion of the Place of Remembrance from July 4, 2027 to fall/winter 2027 in order to allow time for value engineering to take place and maximize the value while maintaining its purpose, quality, and significance to the community.

Policy Consideration:

Design Process Overview

In January, 2026, the City entered into an agreement with SWA Group for the design of the permanent Place of Remembrance, including the prominent primary location at the Rose Garden, and the subtle, secondary location at Port Clinton Plaza. The design and construction process is divided into [five phases](#) discussed in detail, with milestones, [on the City's website](#).

The first phase, Ideation, represented an opportunity for the design team to meet the community and hear feedback on potential design elements through a comprehensive public engagement strategy developed by SWA Group's partner consultant, All Together. Working in partnership with City staff, SWA Group and All Together implemented a tiered approach to this phase of community engagement in line with that of the [Location Feedback Survey](#) (2025; see below) and the Place of Remembrance [communications plan](#). Feedback during the Ideation phase focused on mood boards and open-ended questions to help the team actively develop ideas and concept designs from community feedback. This phase entailed ideation listening sessions from victims' families, individuals who were injured, and first responders, focus groups with various stakeholders, including parade participants, government and resource partners and others who assisted with the shooting response, including City staff, a listening session at the Committee of the Whole (February 23, 2026), a community workshop, and a public survey. This phase also

included an initial joint conversation between the Committee of the Whole and the Historic Preservation Commission, with respect to considerations pertaining to the historic landmark at the Rose Garden on [March 9, 2026](#).

The Ideation phase resulted in the three design concepts that were presented at a public meeting of the Working Group on May 7, 2026 and at the Council design concept listening session at the Committee of the Whole on May 11, 2026. The engagement report summarizing quantitative and qualitative feedback received is [available](#) on the City's website.

The second phase, Design Concepting, began in May and continued through June. During Design Concepting, the design team presented the three concept designs informed by the public engagement from the Ideation phase to the community to receive feedback on the concepts. Individual outreach to victims' family members and people who were injured was conducted by the Resiliency Division and in person listening sessions were held with the design team. Public workshops were held on May 9 and May 11 in addition to multiple opportunities to view the concepts at City Hall to reach and receive input from the community. A community wide survey was also conducted online and in paper format.

An [engagement report](#) summarizing the information shared by victims and the community was presented to City Council on [June 8](#) and is available on the City's website. The comprehensive feedback informed the development of a single unified design concept which was shared with the City Council on [June 8](#). A presentation to the Historic Preservation Commission on [June 24](#) followed the discussion at the Committee of the Whole presentation of the unified design concept.

Subsequent design phases include Design Development (July - September 2026), Construction Documentation (anticipated September - December 2026), and Construction (anticipated 2027 - completion) – information on these phases is [available](#) on the City's website. The construction timeline will be developed after the final design is determined and a construction manager has been onboarded.

The City issued a request for proposals for a construction manager in April of 2026. Following careful evaluation of the responding proposals, an agreement is recommended for approval at the [August 17](#) City Council Meeting.

Recommendation and Discussion

The selected construction manager has provided a preliminary budget based on the schematic design. During schematic design, the architect develops study drawings and documents that illustrate the concepts of the design and include spatial relationships, scale, and form. The design is still being refined in this stage.

The construction manager then uses this information to inform a preliminary budget estimate. This estimate is only preliminary and will continue to evolve as the design is refined and developed. The construction manager also established an initial project schedule.

Following review of the preliminary budget and project schedule, staff recommends that City Council consider extending the initial target completion date of July 4, 2027 to allow for value

engineering of the project. Staff will continue to work with the architect and construction manager to identify opportunities to reduce costs, optimize the design, and ensure the Place of Remembrance delivers lasting value to the community while honoring the purpose and significance of the project. This will require additional time to work through the process, although every effort will be made to complete the Place of Remembrance by July 4, 2027.

Should City Council desire to move forward with a July 4, 2027 completion date, direction from the City Council regarding whether to include a water feature is requested. A decision on inclusion of the water feature must be finalized in order to maintain progress toward the current completion timeline.

Background

In 2023, the City Council established a Working Group to guide the planning process for the permanent Place of Remembrance for the Highland Park shooting. The Place of Remembrance has three primary objectives:

- Create an accessible public place for reflection, remembrance, and solace;
- Pay tribute to the memories of Katie Goldstein, Irina McCarthy, Kevin Michael McCarthy, Jacki Lovi Sundheim, Stephen Straus, Nicolas Toledo, and Eduardo Uvaldo;
- Honor the community's resiliency, especially those who were injured.

The Working Group has been meeting regularly since November of 2023, with all meeting notes and related documents available online at hpremembrance.org/meetings. As previously shared with Council and the public, key milestones include:

- Potential location brainstorm and development of the location shortlist (Port Clinton Square, the southwest corner of St. Johns & Central, the Rose Garden): [February 27, 2024](#) & [April 3, 2024](#)
- RFP process for location feedback focus group & survey consultants: [August 27, 2024](#) (firm recommendation); October 15, 2024 ([Council approval](#))
- Location feedback public engagement process: November 2024 - January 2025; [March 31, 2025](#) (Working Group presentation); [April 14](#) & [April 25](#) (Committee of the Whole presentation); [Full downloadable report](#) recommending a prominent, primary Place of Remembrance at the Rose Garden and a subtle, secondary location at Port Clinton Plaza
- RFQ process for design services, a multi-phase process: April 30, 2025 (RFQ issued); [June 18, 2025](#) (shortlist developed for interviews & representative designs); [August 27, 2025](#) (Working Group recommendation); [October 6, 2025](#) (Committee of the Whole discussion and selection of SWA Group); [December 15, 2025](#) (Committee of the Whole update and budget determination); [January 12, 2026](#) (approval of agreement with SWA Group)

Core Priorities:

Fiscal Stability

The engagement of Do Tank for the location feedback survey and focus group facilitation was \$45,000.

The cost of the first stage of SWA's service agreement (project administration; listening, discovery, and community engagement; schematic design) is \$262,500 plus up to \$21,000 in reimbursable expenses (8% of the costs). The second stage of SWA's service agreement (design development; construction documentation; construction administration) is \$629,800 plus up to \$30,000 in reimbursable costs. The second stage of the service agreement is for services related to the Rose Garden site only. The cost associated with Stage 2 services for Port Clinton are not yet determined. The total costs for Stage 2 services for both sites are anticipated to not exceed the original estimate of \$700,000 - \$1,250,000.

The City Council supported a preliminary budget of \$2 million for construction of the Place of Remembrance. At the June 8, 2026 Committee of the Whole meeting, the City Council supported an updated budget of \$2.3 - \$2.8 million for the Rose Garden site with Port Clinton costs under development. Although Council direction was not to pursue active fundraising due to the broad impact of the shooting on the community, the City has received several donations to support this project, most notably a restricted gift of \$1 million from Jon & Mindy Gray among other similarly directed gifts for the Permanent Place of Remembrance.

Public Safety

The design concepts incorporate best practices for public safety and accessibility, including preservation of sightlines and hardscape that supports visitors who may be using mobility devices or pushing strollers.

Infrastructure Investment

The permanent Place of Remembrance will incorporate a primary installation at the Rose Garden and a subtle, secondary installation at Port Clinton Plaza. While the scale and nature of the designs will be different, each represents a significant infrastructure undertaking given the presence of existing structures at or adjacent to the site.

Environmental Sustainability

The design concepts take the City's commitment to environmentally sustainable practices into consideration through recommendations for native plantings and seasonality.

Attachments:

1. Place of Remembrance SD Budget (1)

Staff Report



Meeting Date: August 17, 2026

Staff Contact: Megan Cherry, Management Analyst
Ashley Palbitska, Assistant to the City Manager/Deputy City Clerk
Erin Jason, Assistant City Manager

Department: City Manager's Office

Title: Comprehensive Review of Chapter 119 (Alcoholic Beverages)

Recommendation:

As part of the City-wide comprehensive Municipal Code Review, staff has reviewed Chapter 119, the City's Alcoholic Beverages regulations, as it pertains to liquor licensing. Staff recommends eliminating certain license classifications, consolidating several classifications, updating fees, clarifying language throughout the Chapter, and updating operational items. As part of this review, staff conferred with Corporation Counsel regarding the proposed updates. The entirety of Chapter 119 is available for reference as **Attachment A**.

While a significant number of amendments are related to general code updates, there are several notable recommendations by staff in consideration of making the liquor code more user friendly to better serve the business community, including:

- Consolidating and eliminating several license classifications as well as adding clarifying language to others aims to reduce confusion for applicants as well as allow for more modern application of liquor licensing in line with trends in the market place and feedback received from existing local businesses at BEDAG forums and in regular communications with license holders.
- Adjustment of license fees based on a comprehensive review of current license fees and fees across the North Shore. The fee adjustment recommendations reduce fees for the majority of license holders beginning in the upcoming renewal cycle. Further recommendation is to implement an annual increase based on the Consumer Price Index up to a maximum of 2%. At a 2% increase, it will take an estimated 5-years for license holders to realize the same fees that were paid for FY2025. This is an equitable approach that acknowledges changes in how consumers interact with alcohol generationally and allows for re-evaluation of fees in the future.
- Reduction of time food service must parallel alcohol service in restaurants; allowing

liquor license holders to stop food service at 9:00PM but remain open for alcohol sales decreases their payroll while increasing opportunity to grow nightlife responsibly.

- Adoption of State of Illinois liquor laws regarding Happy Hours at liquor license establishments: allowing for local establishments to offer discounted rates in line with State law, provides for new opportunities to solicit business during traditionally lower volume sales timeframes, keeping people in Highland Park as well as attracting new customers to Highland Park leading into dinner.

Policy Consideration:

Clarification, Elimination, Consolidation, Update of License Classifications (Section 119.305)

Clarification: City staff recommends adding language to this section that states all license classifications require that the business entity be registered pursuant to Chapter 106 of the Code, with the exception of the Class D license.

Elimination: City staff propose that the following liquor license classifications be eliminated:

- Class A
 - Class A licenses permit the retail sale of liquor by art studios for consumption on the premises. This license was last issued to My Only Hangup LLC, a paint and sip studio, in 2015.
 - *Reason for elimination:* After consulting with the Business Development Division the City Clerk's Division recommends eliminating this license. There are other license classifications offered by the City that would be more cost-effective and beneficial, should a business of this nature establish itself in Highland Park in the future. It further eliminates a niche classification that does not follow business trends.
- Class Q
 - The Class Q license allows alcohol sales in connection with a private function not open to the general public, on premises owned and operated in common with a restaurant within 500 feet or in the same building for consumption on premises only.
 - *Reason for elimination:* In reviewing classifications, staff discovered that this was the City's original "caterer's license," which was previously issued to Michael's Grill & Salad Bar. This license type has not been issued in at least 12 years, as Michael's now receives an R-1 liquor license. Since the license has not been issued in over a decade, and a license classification has been created specific to caterers, staff recommends eliminating this classification.

Consolidation: Consolidation of existing license classifications eliminates confusion, removes duplicitous language, streamlines processes, and allows for more flexibility by applicants and existing liquor license holders. City staff propose the following new classifications which represent the consolidation of two or more existing licenses.

- New: Class C License
 - The Class C license would combine the C-1 and C-2 license classifications into one license. The C-1 license allows clubs to sell alcoholic liquor for on premise consumption and off premise consumption where sold only in the original package. The club must meet the following criteria:
 - Be not-for-profit
 - Exist on ten or more acres of land
 - Must charge members annual dues more than \$100

The C-1 license also allows corporate entities organized only for the promotion of musical performance maintained by members through the payment of annual dues to sell alcoholic liquor where the sale is incidental and complementary to the sale and service of food.

The C-2 license allows not-for-profit clubs that are organized primarily for charitable, service or fraternal purposes to sell alcoholic liquor for on premise consumption only.

Staff believe that the definitions of these classifications can be reworked into one classification that can cover both circumstances.

- New Class G License
 - The Class G license allows the retail sale of liquor at active sports facilities, whereas the Class SP license permits the retail sale of liquor in connection with a sporting event. As most, if not all, sporting events are held at a sports facility, staff recommends that these two license types be consolidated to eliminate confusion and streamline processes.
- New Class R License
 - The City has two license classifications geared towards restaurants: the R-1 and R-2 licenses. The R-1 license permits restaurants to sell all alcoholic liquor for on premise consumption only. The R-2 license allows restaurants to sell beer and wine only for on premise consumption. Staff believe having one Class R license that allows for the sale of all alcoholic liquor will benefit restaurant owners. Currently, there are two businesses that obtain a Class R-2 license (\$1,550), and 26 that receive an R-1 license (\$2,580). By implementing one Class R license, with a proposed fee of \$2,000 (a full review of fees is part of this staff report), businesses that already receive a Class R-1 license will benefit from the reduced license fee, while the two Class R-2 businesses will benefit from being able to sell spirits in addition to beer and wine if they so choose to do in the future without having to obtain a different license classification. Also, having one Class R license would alleviate any confusion for businesses that may not be sure which

type of license they should obtain.

- Class S License
 - The City currently has an S-1 license, which allows the retail sale of alcoholic liquor in the original package for off premise consumption, and an S-2 license, which allows the retail sale of beer and wine in the original package for off premise consumption. Staff recommends consolidating these two licenses into once Class S license, similar to the recommendation to consolidate the Class R license, in order to authorize the retail sale of alcoholic liquor, in the original package, for consumption off the premises where sold only, and not for consumption on the premises where sold. Again, this will allow a business to choose the type of packaged alcohol they wish to sell without having to obtain different licenses based on products.

Update: City staff recommend updating the following classifications:

- Class RS-1 License
 - Currently, the RS-1 license allows a restaurant to sell beer and wine in the original package for off premise consumption. Staff recommends updating the definition of the Class RS-1 license to allow the retail sale of all alcoholic liquor in the original package for consumption off the premises where sold only. If the City consolidates the S-1 and S-2 classifications into one Class S license, then the definition of the RS-1 license would need to be updated so that this classification is “subject to all restrictions and conditions applicable to Class S license.”
- Class S-3 License
 - The S-3 license allows for the sale of alcoholic liquor by tasting shops, for consumption off premises in the original package or consumption on premises in an accessory tasting room that is incidental to the purchase of alcoholic liquor for off premise consumption. If the City consolidates the Class S-1 and S-2 licenses, staff recommend updating the Class S-3 license name to Class TS, for tasting shop, in order to differentiate it from and to avoid confusion with the Class S license.
- Alcoholic Liquor Tasting Licenses
 - The definition for Alcoholic Liquor Tasting license will need to reflect the new Class S and Class TS license names (originally Class S-1/S-2 and Class S-3, respectively).
- Class V
 - The original intent of this license, as discussed at the meeting of the Committee of the Whole on January 29, 2024, was to allow caterers the ability to provide off-site service while also allowing them the option to host private events on-site at their prep kitchen, where alcoholic liquor is consumed on premise only. The ordinance (O19-2024) creating this classification was approved by the City

Council on February 12, 2024. As it currently reads, the Class V license allows catering companies the ability to provide food and alcoholic liquor off-site, but not on-site at their prep kitchen. In the past, a business voiced wanting the ability to have a pop-up restaurant at their location, secondary to the primary operation of their business; this update would allow these types of events to take place at their location. Staff recommend amending the definition to align with the original intent of the classification.

- Class W
 - The Class W classification allows a licensee to give away alcoholic liquor to its patrons for on-site consumption, where the provision of alcoholic liquor is incidental and complementary to the primary business operations of the licensee. When a business inquires about this license, staff communicate that the business should limit the patron to two servings of alcoholic liquor. While this regulation is listed later in the Code, it is recommended to update the definition of Class W accordingly to reflect the limit of two servings that staff communicate to licensees as this would be the first part of the Chapter where businesses will review the information.
- Class BYOB
 - The Class BYOB license was also discussed at the January 29, 2024 meeting of the Committee of the Whole. Ordinance O33-2024 for the BYOB license classification was approved on April 10, 2024. As the definition is currently written, the license allows for on-site consumption within a business establishment where liquor has been brought to the establishment premises by a patron. Staff recommend strengthening this language to indicate that any alcoholic liquor that has been brought to the establishment by a patron must be consumed only on the licensed premises and be brought in its original package.

Review of License Fees

As part of the comprehensive review of Chapter 119, staff reviewed liquor license fees across the North Shore and compared them to the City's current license fees. Based on this review, staff propose a reduction in some fees in advance of the 2027 renewal season.

After 2027, the fees for all liquor license classifications will increase by the Consumer Price Index (CPI) for Chicago-Naperville-Elgin annually. If the CPI increase is more than 2%, then the fee increase will be capped 2%. Each year, liquor license fees will increase by the July CPI figure. By using the July CPI, staff will have ample time to communicate the fee increases to licensees in advance on licensing season, which begins annually on October 1. **Attachment B** outlines the City's current license classifications and fees, while **Attachment C** outlines the proposed license fees, as well as an estimate of fees and revenues projections for the next five years.

Implementing these changes to the City's liquor license fees will result in an initial decrease in total liquor licensing revenue. However, staff believe that adjusting these fees is a business-

friendly move that will retain existing businesses and attract new businesses to Highland Park, further positioning the community as a prime place within the North Shore to conduct business.

General Language

Staff recommend that any instance of “he/his” or “she/her” in the Chapter, be replaced with the gender neutral “they/their” in order to be more inclusive.

Section 119.001 - Definitions.

Accessory Use

Accessory use is defined under Section 119.001, but Chapter 119 often references accessory use as defined in Section 150.202.

Accessory use as defined in Section 119.001:

Accessory use means a use that is ancillary or incidental to the principal use of the licensed premises.

Accessory use as defined in Section 150.202:

Accessory Use: A use, which is ancillary or incidental to the principal use of the premises.

The definitions under both sections are very similar. Staff recommend referencing the definition of accessory use as outlined in Section 150.202 of the Code to be consistent with other definitions that reference Chapter 150.

Arts Studio

Staff recommend removing the definition for “arts studio” based on the recommendation to eliminate the Class A license.

Arts Studio as defined in Section 119.001:

Arts Studio. A building used primarily for the business of selling works of visual art and art supplies, and for the provision of instruction in painting, sculpture, and similar visual arts, for which not less than 75 percent of the revenue is derived from sources other than the sale of alcoholic liquor.

Permit Tag

In 2024, the City Council approved Ordinance O33-2024, which amended Section 119.580(A)(1) that states that the licensee must provide the permit tag for any beer keg that the licensee sells. Due to this amendment, the definition of permit tag must be updated to indicate that the permit tag is not supplied by the Local Liquor Control Commission, and is instead provided by the licensee that manages the rental of the beer kegs.

Permit tag as defined by Section 119.001:

Permit Tag. A tag or label containing a unique identification number furnished by the Local Liquor Control Commission that enables the identification of the seller and the purchaser of a Beer Keg.

Section 119.310 - Application for License.

119.310(A)

Staff recommend updating the language to “an applicant for a new local liquor license shall file an application therefor with the City Clerk or their designee...”

Sec. 119.310. - Application for License.



(A) *New Applicants.* An applicant for a new local liquor license shall file an application therefor with the City Clerk, on a form provided by the City, which application shall include, without limitation, the following information:

Additionally, staff recommend updating Section 119.310(A) to require applicants to submit

Beverage Alcohol Server & Sellers Training (BASSET) certificates for any employee serving or selling liquor as part of their application. Additionally, Section 119.310(B) should be amended to include this requirement for renewal applications as well.

119.310(A)(1) & (2)

Section 119.310(A)(1) and (2) are as follows:

(A) *New Applicants.* An applicant for a new local liquor license shall file an application therefor with the City Clerk, on a form provided by the City, which application shall include, without limitation, the following information:

- (1) The name, address, date of birth, place of birth, driver's license number, telephone number, and country of citizenship of all officers, directors, partners, managers, and shareholders of the applicant business;
- (2) For all officers, directors, partners, managers, and shareholders of the applicant business who are naturalized citizens of the United States, the date and place of naturalization;

On January 12, 2026, the City Council approved ordinance O02-2026, which removed the mandatory denial requirement if a liquor license applicant is not a citizen of the United States.

Due to this change, staff recommend amending Sections 119.310(A)(1) and (2) to remove the requirement that applicants must list on the license application the country of citizenship and date of naturalization for all officers, directors, partners, managers, and shareholders of the business.

Additionally, staff recommend updating the language in Section 119.310(A)(1) to include the addition of “owner.” Although owner is implied through the current language, staff believe it would be beneficial and clearer to applicants if “owner” were stated explicitly in this section.

119.310(A)(4)

Section 119.310(A)(4) is as follows:

- (4) The character of business of the applicant, and the length of time that the applicant has been in business of that character;

This section requires applicants to describe their business and its primary function. Over the years, staff have noticed that applicants are often confused as to the meaning of “character of business.” In order to clarify what is required of applicants, staff recommend updating this language to “description of business of the applicant” in order to alleviate any confusion.

119.310(A)(7)

Section 119.310(A)(7) is as follows:

- (7) A statement of whether the proposed location is owned or leased by the applicant, and, if the applicant does not own the proposed location, a copy of the lease;

Staff recommend updating this section to reflect that a copy of the executed lease is needed as part of the application.

119.310(A)(17)(a)

Section 119.310(A)(17)(a) is as follows:

- (17) A notarized affidavit, signed by an authorized representative of the applicant and in a form acceptable to the Corporation Counsel, stating that:
- (a) The applicant, and all directors, officers, partners, managers, and shareholders thereof, have not received or borrowed money or anything else of value, and will not receive or borrow money or anything else of value, or accept or receive credit (other than merchandising credit in the ordinary course of business for a period not to exceed 30 days, or as otherwise permitted pursuant to the Liquor Control Act), directly or indirectly from any manufacturer, importing distributor or distributor of alcoholic liquor, or from any officer, manager, agent, representative, or family member thereof;

Staff recommend updating this language to include the addition of “owner.” Although owner is implied through the current language, staff believe it would be beneficial and clearer to applicants if “owner” were stated explicitly in this section.

119.310(A)(17)(e)

Section 119.310(A)(17)(e) is as follows:

(e) The applicant has paid all taxes due and owing to the City as of the date of the application;

Staff recommend updating this language to state “any outstanding balance owed to the City” in order to provide clarity to the applicant. “Outstanding balance” would apply to any and all taxes, permit fees, license fees, etc. Due to the fact that this Section refers to new applicants, most new applicants do not owe taxes at the time of the application but they may have outstanding balances as part of their permitting process.

119.310(A)(17)(f)

Section 119.310(A)(17)(f) is as follows:

(f) The applicant may be held liable for any violation of this Chapter by an officer, director, manager, or employee of the applicant, as set forth in [Section 119.601\(A\)\(2\)](#) of this Chapter;

Staff recommend updating this language to include the addition of “owner.” Although owner is implied through the current language, staff believe it would be beneficial and clearer to applicants if “owner” were stated explicitly in this section.

119.310(A)(18)

Section 119.310(A)(18) is as follows:

(18) For all new applications, a non-refundable administrative application fee, in the amount set forth in the Annual Fee Resolution.

New applicants are required to pay a non-refundable new application fee in addition to the license fee. When renewing a license, applicants must pay a non-refundable administrative renewal fee in addition to the license fee. In order to avoid confusion, staff recommend updating the language in this section to state “non-refundable new application fee.”

Additions to 119.310(A) & (B)

The City currently asks all owners and general managers to complete an authorization to release information form, which must be notarized, so that the Police Department may conduct a background check. This authorization form is not explicitly referenced in the Chapter, and could potentially cause confusion for new applicants. Staff recommend adding language to Section 119.310(A) that states that an authorization to release information form, supplied by the City, is required as part of the application for a new license, as well as updating Section 119.310(B) for a renewal of a license, except that the form will not be required for renewals entering a license year ending in a zero (0) or five (5).

119.310(B)

Section 119.310(B) is as follows:

(B) *Renewal Applications.* A local liquor licensee may request the renewal of a local liquor license by filing an application therefor with the City Clerk, which application shall include, without limitation, the following:

Staff recommend updating the language to “a local liquor licensee may request the renewal of a local liquor license by filing an application therefor with the City Clerk or their designee...”

119.310(B)(3)

Section 119.310(B)(3) is as follows:

(3) A non-refundable administrative application fee, in the amount set forth in the Annual Fee Resolution; and

Staff recommend updating this language to state “non-refundable administrative renewal fee and license fee.” The way it is written currently, it is unclear if the license fee is included as part of the requirement to renew the liquor license.

119.310(C)(1)

Section 119.310(C)(1) is as follows:

(C) *Special Event Licenses.* Notwithstanding any provision of this [Section 119.310](#) to the contrary, the following provisions shall apply to all applications filed for a Class D local liquor license:

(1) The application must be filed no later than the date that is 14 days before the beginning of the special event for which the Class D license is sought;

Staff recommend updating Sec. 119.310(C)(1) to state that Class D Special Event Liquor License applications must be filed with the City at least 60 days prior to the event. This allows ample processing time, as applicant background checks can take anywhere from two to eight weeks. Additionally, this is in line with what staff communicates to applicants, and aligns with the timeframe(s) for other City licenses and permits, such as the Special Event Permit and Raffle License.

Section 119.315 - Investigation of Applicant.

119.315(A)

Section 119.315(A) is as follows:

(A) *Investigation.* Prior to issuance of a local liquor license, the Chief of Police, or their designee, will investigate the business responsibility of the applicant and all partners, officers, managers, directors, shareholders, and agents thereof, as deemed necessary for the protection of the public health, safety, and order.

Staff recommend updating this language to include the addition of “owner.” Although owner is implied through the current language, staff believe it would be beneficial and clearer to applicants if “owner” were stated explicitly in this section.

119.315(B)(1) & (2)

Section 119.315(B)(1) and (2) are as follows:

(B) *Fingerprinting.*

(1) As deemed necessary for the protection of the public health, safety, and order, the City Chief of Police, or his or her designee, will, within ten days after receipt of a complete application filed pursuant to this Chapter, take and record the fingerprints of (a) all partners, officers, managers, directors, shareholders, and agents of a new applicant for a local liquor license, and (b) all new partners, officers, managers, directors, shareholders, and agents of existing or renewal local liquor license applicants.

(2) The applicant must pay to the Chief of Police, or his or her designee, a fingerprinting fee for each set of fingerprints taken, covering the administrative costs of all fingerprinting required pursuant to this [Section 119.315\(B\)](#), in the amount set forth in the Annual Fee Resolution.

Staff recommend updating the language in Section 119.315(B)(1) to state “Chief of Police or their designee...”

When applying for a license or renewing a license in which the license year ends with a zero (0) or five (5), applicants must provide a fingerprinting receipt to the City so that the Police Department may run a background check on each individual listed on the application. Since the

Police Department does not offer in-house fingerprinting, the applicant is required to use a third-party vendor of their choice to record the fingerprints.

Since the language in this section specifically references the Police Department taking and recording the applicant's fingerprints, staff recommend updating this section to reflect that applicants must provide a fingerprinting receipt from a third-party vendor to the City.

Consequently, staff recommend updating the Annual Fee Resolution to remove fees related to fingerprinting.

119.315(C)

Section 119.315(C) is as follows:

(C) *Report.* Within 30 days after receipt of a complete application filed pursuant to this Chapter, the Chief of Police will certify to the Local Liquor Control Commission his or her recommendations as to whether or not a local liquor license should be issued to the applicant, together with a statement of the reasons therefor. The failure of the Chief of Police to provide such recommendations and statement within 30 days after the date on which a complete application is filed, or such further time as the applicant may, in writing, agree, may not be deemed as either a recommendation for or against the issuance of the requested local liquor license.

Staff recommend updating the language to state "Chief of Police or their designee..."

Additionally, this section states that the City will provide a statement and recommendation regarding the applicant within 30 days of receiving the completed application. Since background checks can take anywhere from two to eight weeks, that is the timeline that staff communicates to applicants. Staff recommend eliminating the language in this section so that the Police Department is not bound to a specific timeframe when providing a recommendation. Staff will continue to communicate the two-to-eight-week timeline to applicants, and will let them know that it will likely take less time than that.

Section 119.320 - Approval or Denial of Application.

119.320(A)(2)

Section 119.320(A)(2) is as follows:

(A) *Approval.* The Local Liquor Control Commissioner shall approve a local liquor license application, and issue a local liquor license to the applicant, upon the occurrence of each of the following:

- (1) Receipt of a complete application for a new or renewal local liquor license, in accordance with [Section 119.310](#) of this Chapter;
- (2) Receipt of the recommendations and statement of the Chief of Police pursuant to [Section 119.315](#) of this Chapter;

Staff recommend updating this language to state "Chief of Police or their designee..."

119.320(A)(4)

Section 119.320(A)(4) is as follows:

(4) Payment of the local liquor license fee for the specific class of local liquor license sought, in the amount set forth in the Annual Fee Resolution, which fee shall be reduced in proportion to the number of whole calendar months which have expired in the license year prior to the issuance of the local liquor license

Staff recommend updating this section to include all outstanding balances owed to the City, in addition to the necessary license and administrative fees.

119.320(B)(2)(c)

Section 119.320(B)(2)(c) is as follows:

(c) The applicant does not own the premises for which a local liquor license is sought, and does not have a lease for such premises for the full period for which the license is to be issued;

Staff recommend updating the language to state “and does not have an executed lease...”

119.320(B)(2)(n)

Section 119.320(B)(2)(n) is as follows:

(n) The City has not taken and recorded all fingerprints of the applicant, or the applicant has not paid all required fingerprinting fees, as required pursuant to [Section 119.315\(B\)](#) of this Chapter.

Since the City has not performed in-house fingerprinting for several years, staff recommend updating this section to state “The City has not received all fingerprinting receipts of the applicant...” instead of “The City has not taken and recorded all fingerprints of the applicant...” Additionally, the reference to fingerprinting fees should be removed from the Annual Fee Resolution, as noted previously.

Section 119.335 - Records and Reports.

119.335(A) & (B)

Section 119.335(A) and (B) are as follows:

(A) The City Clerk shall keep, or cause to be kept, a complete record of all local liquor licenses issued pursuant to this Chapter, and shall furnish the Director of Finance and Chief of Police each with a copy thereof.

(B) The City Clerk shall give written notice of the issuance or revocation of a local liquor license to the Director of Finance and City Chief of Police within two business days thereof.

Staff recommend updating Section 119.335(A) & (B) to state that the “The City Clerk or their designee shall keep...” as well as “Director of Finance or their designee” and “Chief of Police or their designee”.

Section 119.350 - License Fees.

119.350(B)

Section 119.350(B) is as follows:

(B) *Refunds of Application Fees.* Except as provided in [Section 119.340\(B\)](#) of this Chapter, the City shall have no obligation to refund any application fee paid pursuant to this Chapter to an applicant or local liquor licensee for any reason.

Staff recommend updating the language in this section to “Refunds of Application and License Fees,” and “the City shall have no obligation to refund any application or license fee paid...”

Section 119.410 - Responsible Alcohol Service Training.

119.410(D)

Section 119.410(D) is as follows:

(D) Any person who attends a program provided by the City Department of Police for the responsible alcohol service training required pursuant to this [Section 119.410](#) shall pay a program fee in the amount set forth in the Annual Fee Resolution.

Staff recommend eliminating the following language from Section 119.410(D): Any person who attends a program provided by the City Department of Police for the responsible alcohol service training required pursuant to this Section 119.410 shall pay a program fee in the amount set forth in the Annual Fee Resolution.

The Police Department has not held responsible alcohol service training in years, and the City directs liquor license applicants to utilize the Beverage Alcohol Server & Sellers Training (BASSET) resources on the Illinois Liquor Control Commission’s website. Therefore, staff

recommend removing this provision from the Code. Consequently, staff recommend eliminating the associated fee from the Annual Fee Resolution.

Section 119.501 - Sales Restricted to Authorized Premises.

119.501(A)(2)(a)

Section 119.501(A)(2)(a) is as follows:

(A) *Determination of Premises.*

- (1) Except as provided in [Section 119.501\(A\)\(2\)](#) of this Chapter, a local liquor license shall permit the sale of alcoholic liquor only in or from the premises described in the local liquor license, and only in the manner therein authorized and in compliance with the terms thereof.
- (2) Notwithstanding [Section 119.501\(A\)\(1\)](#) of this Chapter to the contrary, a local liquor licensee may sell alcoholic liquor at a location other than the premises described in the local liquor license, in accordance with the following:
 - (a) The licensee shall submit a request for off-premises sales to the City not later than the date that is seven days prior to the event at which the licensee proposes to conduct off-premises sales, which request shall include, without limitation: (i) the dates and times of the proposed off-premises sales, and (ii) a statement of authorization by the owner or operator of the event at which the licensee proposes to conduct off-premises sales.

This section of the Code requires that licensees submit their request for off-premise sales to the City no later than 7 days prior to the event at which the licensee proposes to conduct off-premises sales. In order to allow for processing, staff recommend increasing this requirement to 10 business days. If a licensee submits their request between nine (9) and five (5) business days prior to the event date, they will be charged a fee as outlined in the Annual Fee Resolution (recommended fee of \$25). If they submit their request less than five (5) business days prior to the event date, they will be charged a fee as outlined in the Annual Fee Resolution (recommended fee of \$50). If these fees are approved, the Annual Fee Resolution should be updated to reflect these fees.

119.501(A)(2)(b) & (c)

Sections 119.501(A)(2)(b) and (c) are as follows:

- (b) The City Clerk shall forward the request for off-premises sales to the Local Liquor Control Commissioner, who may approve or deny the request in his or her sole discretion.
- (c) The City Clerk shall notify the Chief of Police of all requests for off-premises sales that are approved pursuant to this [Section 119.501\(A\)\(2\)](#).

Staff recommend updating Sections 119.501(A)(2)(b) & (c) to state “The City Clerk or their designee...”

119.501(B)

Section 119.501(B) is as follows:

- (B) *Outdoor Dining Areas.* For purposes of this Chapter, the “licensed premises” of a Class R-1 or Class R-2 local liquor licensee shall include, without limitation, any portion of a public or private right-of-way for which the licensee has obtained a separate license from the City pursuant to [Section 150.408\(B\)](#) of [Chapter 150](#) of the City Code for the maintenance of a temporary outdoor dining area as an accessory use.

Staff recommend including the RS-1 license in this provision of the Code, as this is what is currently practiced. Additionally, this section will need to be updated to Class R to reflect the consolidation of the R-1 and R-2 license classifications, if approved.

Section 119.515 - Sales Within Restaurants and Banquet Venues.

119.515(A) & (B)

Sections 119.515(A) and (B) are as follows:

- (A) *Size of Bar and Lounge Areas Limited.* No Class R-1 or Class R-2 local liquor licensee may maintain within the licensed premises a bar or lounge area containing more than 25 percent of the total number of seats located within the entire licensed premises.
- (B) *Sales to Waiting Patrons.* Notwithstanding any provision of this Chapter to the contrary, a Class R-1 local liquor licensee may sell alcoholic liquor, and a Class R-2 local liquor licensee may sell beer and wine, to dining patrons waiting to be seated at tables for the service of food, at a bar or within a lounge located within the licensed premises.

Staff recommend including the RS-1 license in this provision of the Code. Additionally, this section will need to be updated to Class R to reflect the consolidation of the R-1 and R-2 license classifications, if approved.

Section 119.518 - Sales By Caterers.

This section should be updated to reflect the updated Class V definition, as stated previously in this report.

Section 119.520 - Hours of Business.

119.520(D)

This section of Chapter 119 outlines hours of business for liquor license holders. Section 119.520(D) states that alcoholic liquor may be sold at retail in a restaurant or banquet venue at all times authorized pursuant to Section 119.520(A) of this Chapter, including, without limitation, after the time at which the local liquor licensee ceases for that night the sale or service of meals on the premises.

(D) Notwithstanding any provision of this Chapter to the contrary, alcoholic liquor may be sold at retail in a restaurant or banquet venue at all times authorized pursuant to [Section 119.520\(A\)](#) of this Chapter, including, without limitation, after the time at which the local liquor licensee ceases for that night the sale or service of meals on the premises.

For reference, the current hours of business as it pertains to liquor are as follows:

- (A) It is unlawful to sell, or offer for sale, at retail any alcoholic liquor, for consumption on the premises, in the City between the hours of 1:00 a.m. and 6:00 a.m. on Monday through Friday, and between the hours of 2:00 a.m. and 6:00 a.m. on Saturday and Sunday, except as follows:
- (1) Between 1:00 a.m. and 2:00 a.m. on Memorial Day, the 4th of July, Labor Day, Thanksgiving Day, and Christmas Day; and
 - (2) Between 1:00 a.m. and 3:00 a.m. on New Year's Day.

In conferring with Corporation Counsel, Section 119.520(D) allows restaurants to stop selling food at any given time, while still allowing the sale of alcoholic liquor for on premise consumption within the hours outlined in Section 119.520(A), effectively allowing a restaurant to become a “bar.”

Staff recommend updating this section to allow restaurants to cease kitchen operations no earlier than 9 PM and allow the sale of alcoholic liquor thereafter for on premise consumption, if they wish to do so. Licensees have communicated to Business Development staff that closing their kitchen and sending their kitchen staff home two to three hours before close would help the profitability of their business.

Additionally, this change would also positively impact nightlife throughout Highland Park. There is the potential for restaurants to stay open later, especially if they can reduce labor costs by sending home kitchen staff, to take advantage of customers who choose to patronize businesses later into the evening.

Section 119.525 - Sales to Minors.

119.525(F)

Section 119.525(F) is as follows:

(F) In any place in the City at which alcoholic liquor is sold, there must be displayed at all times, in a prominent place, a printed card, supplied by the City Clerk, that shall read substantially as follows:

WARNING TO PERSONS UNDER TWENTY-ONE

YOU ARE SUBJECT TO A FINE UNDER THE ORDINANCES OF THE CITY OF HIGHLAND PARK IF YOU PURCHASE ALCOHOLIC LIQUOR, OR MISREPRESENT YOUR AGE FOR THE PURPOSE OF PURCHASING OR OBTAINING ALCOHOLIC LIQUOR.

This section requires that a business display a printed card supplied by the City Clerk in their place of business to serve as a warning to individuals under the age of 21 that they are subject to the ordinances of the City as it pertains to alcoholic liquor. Since the City does not provide such signage, staff recommend eliminating “supplied by the City Clerk” from this section of the Chapter.

Section 119.540 - Sales on Credit.

Section 119.540 is as follows:

Except for Class C-1, C-2, and H local liquor licensees with respect to members and registered guests, no local liquor licensee shall sell or furnish alcoholic liquor at retail to any person on credit or on a pass book, or order on a store, or in exchange for any goods, wares or merchandise, or in payment for any services rendered; except that this [Section 119.540](#) shall not be deemed or construed to prohibit payment by credit card.

This section will need to be updated to reflect the consolidation of the C-1 and C-2 license classifications into one Class C license.

Section 119.550 - Special Events.

Staff recommend adding language to this section stating that the City will only provide a letter of good standing to a Highland Park business in order to obtain a special event liquor license from the State. The City will not provide a license or letter of good standing to a non-Highland Park business. This will apply to all licenses classifications, with the exception of the Class D license.

Section 119.555 - Sales Promotions.

119.555(B)(3)

Section 119.555(B)(3) is as follows:

(3) Sell, offer to sell, or serve any drink of alcoholic liquor to any person on any one date at a reduced price other than that charged to other purchasers of drinks on that day as a promotion to encourage consumption of alcoholic liquor, except as authorized pursuant to [Section 119.555\(C\)\(7\)](#) of this Chapter;

This section of Chapter 119 effectively prohibits businesses from offering “happy hour” promotions. In order to be business-friendly, staff recommend updating this section of Chapter 119 to align with the State’s regulations on “happy hour” promotions, similar to how the City Council codified the State’s regulations on cocktails to-go in 2024 (O33-2024).

Corporation Counsel advised that the City’s regulations on “happy hour” promotions were quite similar to the State’s regulations prior to 2015. However, the State law was updated in 2015, and the State now permits “happy hour” promotions for up to four hours a day and a cumulative 15 hours per week. Discounted drinks are not permitted after 10 PM.

Staff recommend amending this section of Chapter 119 to follow the State laws on “happy hour” promotions. This is a business-friendly policy, and staff anticipate that several businesses may be interested in offering this kind of promotion.

Section 119.560 - Giveaways and Tastings.

119.560

Section 119.560 is as follows:

It is unlawful for any local liquor licensee to give away or otherwise dispense free of charge, by the drink or in any other manner, within the City, an alcoholic beverage with the intent of promoting the sale of an alcoholic beverage; except that an Alcoholic Liquor Tasting licensee may, without charge, give away or otherwise dispense free of charge alcoholic liquor in small and limited amounts for tasting purposes only, immediately prior and incident to the sale of alcoholic liquor in the original package for consumption off the premises pursuant to the terms of the Class S-1, S-2, or Class S-3 local liquor license, and in accordance with the following conditions and limitations:

- (A) The tasting shall be attended and supervised at all times by a full-time or part-time manager or employee of the local liquor licensee;
- (B) The total amount of alcoholic liquor tasted by any one individual may not exceed one ounce of distilled spirits, four ounces of wine, or 16 ounces of beer;
- (C) A Class S-2 local liquor licensee shall not dispense any alcoholic liquor other than beer and wine; and
- (D) The sample shall be served in a container which shall be disposed of following the sampling.

This section will need to be updated to Class S in order to reflect the consolidation of the S-1 and S-2 license into the Class S license and the renamed Class S-3 into the Class TS.

119.560(B)

Section 119.560(B) is as follows:

- (B) The total amount of alcoholic liquor tasted by any one individual may not exceed one ounce of distilled spirits, four ounces of wine, or 16 ounces of beer;

Staff recommend updating this section to indicate that one ounce applies to all liquor types (distilled spirits, wine and beer).

119.560(C)

Section 119.560(C) is as follows:

- (C) A Class S-2 local liquor licensee shall not dispense any alcoholic liquor other than beer and wine; and

This section should be eliminated due to the consolidation of the Class S-1 and S-2 licenses.

Section 119.580 - Beer Kegs.

119.580(C)(1) & (2)

Section 119.580(C)(1) & (2) is as follows:

(C) *Requirements at Sale.*

- (1) Upon the sale of a Beer Keg, the local liquor licensee must give the purchaser of the Beer Keg an informational pamphlet, to be provided by the Local Liquor Control Commission, regarding the responsible consumption of alcoholic beverages.
- (2) At the time of sale of a Beer Keg, the local liquor licensee must require the purchaser to sign an acknowledgement, on a form provided by the Local Liquor Control Commission, setting forth the provisions of this [Section 119.580](#). The local liquor licensee must retain the acknowledgement for a period of 90 days after the date of sale.

Currently, the Liquor Control Commission does not provide a pamphlet or acknowledgment form at the time of sale of a beer keg. Given that this provision is antiquated and not currently practiced, staff recommend eliminating this section from the Chapter.

Section 119.601 - Violations and Penalties.

119.601(A)(1)

Section 119.601(A)(1) is as follows:

(A) *Fines.*

- (1) Any person who violates any provision of this Chapter, who makes a false statement in obtaining a local liquor license pursuant to this Chapter, or who violates a condition of a local liquor license granted pursuant to this Chapter, shall be fined not less than \$150.00 no more than \$1,000.00, plus costs, for the first offense of this Chapter within a 12-month period, not less than \$250.00 nor more than \$1,500.00, plus costs, for the second offense within a 12-month period, and not less than \$500 nor more than \$2,500.00, plus costs, for the third and each subsequent offense within a 12-month period.

Staff recommend updating this section to state, “Any person who violates any provision of this Chapter, who makes false statement in obtaining a local liquor license pursuant to this Chapter, or who violates a condition of a local liquor license granted to this Chapter, shall be fined as outlined in the Annual Fee Resolution.”

119.601(A)(2)

Section 119.601(A)(2) is as follows:

- (2) Any violation of this Chapter by any officer, director, manager, or employee of a local liquor licensee shall also be deemed and held to be the act of the licensee, which local liquor licensee shall be punishable in the same manner as if the violation had been committed by the licensee itself.

Staff recommend updating this language to include the addition of “owner.” Although owner is implied through the current language, staff believe it would be beneficial and clearer to applicants if “owner” were stated explicitly in this section.

119.601(B)(1), (7) & (8)

Section 119.601(B)(1) is as follows:

- (1) Violation of any provision of this Chapter by a local liquor licensee, or any officer, director, manager, representative, agent or other employee thereof, while (a) engaged in activities in furtherance of the business of the local liquor licensee, or (b) on the licensed premises;

Section 119.601(B)(7) is as follows:

- (7) Conviction of the applicant, or any officer, director, manager, or shareholder thereof, of a felony pursuant to any federal or state law; or

Section 119.601(B)(8) is as follows:

- (8) Any change regarding a local liquor licensee, or regarding any existing or new partner, officer, director, manager, or shareholder thereof, that causes the local liquor licensee to be ineligible for a local liquor license pursuant to this Chapter.

Staff recommend updating the language in these sections to include the addition of “owner.” Although owner is implied through the current language, staff believe it would be beneficial and clearer to applicants if “owner” were stated explicitly in this section.

119.601(C)(3)

Section 119.601(C)(3) is as follows:

(C) *Additional Penalties.* In addition to, or in lieu of, the penalties available pursuant to [Sections 119.601\(A\)](#) and [119.601\(B\)](#) of this Chapter, the Local Liquor Control Commission shall have the right, but not the obligation, to:

- (1) Require the local liquor licensee to reimburse the City for its third-party costs, including attorneys' fees, incurred in connection with the enforcement action before the Local Liquor Control Commission;
- (2) Impose a penalty of community service and/or a penalty of probation; and/or
- (3) Require the local liquor licensee to reimburse the City for the cost of publication, in a newspaper of general circulation in the City, of a public safety announcement that advocates for the safe and responsible service, possession, and consumption of alcoholic liquor.

Staff recommend amending this section to require that the local liquor licensee reimburse the City for the cost of electronic publishing of a public safety announcement instead of via a newspaper.

Section 119.605 - Enforcement Procedure.

119.605(A)

(A) *Enforcement Against Violator.* All alleged violations of this Chapter shall be adjudicated by either the Administrative Hearing Officer, in accordance with [Chapter 38](#) of this Code, or by a court of competent jurisdiction. The City shall determine, in its sole discretion, whether to adjudicate each alleged violation of this Chapter through the Administrative Hearing Office or through a court of competent jurisdiction.

Staff recommend updating “Administrative Hearing Office” to “Administrative Hearing System,” which aligns with language found in Chapter 38 of the City Code.

Section 119.610 - Local Liquor Control Commission Hearings.

119.610(C)

Section 119.610(C) is as follows:

(C) Within 14 days of the public hearing, the Local Liquor Control Commission shall issue a written order setting forth any penalties to be assessed against or imposed upon the local liquor licensee, and the reasons therefor. A copy of the written order shall be served upon the local liquor licensee by personal service or by certified United States mail.

Staff recommend updating this section to allow for the electronic delivery of the Liquor Control Commission’s order. This change would be similar to the amendment (O03-2026) made to Chapter 38, which governs the City’s Administrative Hearing System, and allows for electronic communication and delivery of hearing notices and orders. This change will allow greater efficiency and convenience for both City staff and licensees, as a majority of communication related to liquor licensing is already delivered through electronic means. Staff would like to note that along with electronic communication, a hard copy will be mailed as well, as is customary with today’s practice.

Section 119.620 - Automatic Revocation.

Notwithstanding any provision of this Chapter to the contrary, a local liquor license shall be terminated, automatically and without a public hearing, upon the conviction of the local liquor licensee, or any officer, director, manager, partner, or shareholder thereof, by any court of law or by the City Administrative Hearing Office of a willful violation of any of the provisions of the Liquor Control Act.

Staff recommend updating “Administrative Hearing Office” to “Administrative Hearing System,” which aligns with language found in Chapter 38 of the City Code.

Core Priorities:

Economic Development

The proposed updates and changes to Chapter 119 are designed to be business-friendly, while streamlining and clarifying the liquor licensing process for applicants, positioning Highland Park as a prime place to do business within the North Shore.

Vibrancy

Several recommended updates, such as the updates to Section 119.520 (Hours of Business) and Section 119.555 (Sales Promotions) will encourage businesses to stay open later into the evening and/or offer a variety of promotions, if they so choose, that will attract customers to Highland Park. These updates will position Highland Park as the premier destination to shop and dine on the North Shore.

Attachments:

1. Attachment A - Chapter 119 - City Code
2. Attachment B - Liquor License Application Classification - Updated 7.1.26
3. Attachment C - Chapter 119 Fee Projections

Chapter 119 - ALCOHOLIC BEVERAGES

Footnotes:

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Editor's note— Note: Chapter 119 revised in toto by Ord. 56-72, J. 9, p. 630, passed 9/26/72; Chapter 119 revised in toto by Ord. 29-88, J. 17, p. 658-681, passed 6/6/88; Chapter 119 revised in toto by Ord. 46-08, J. 34, p. 164-196, passed 10/13/08 - effective January 1, 2009.

ARTICLE I. - GENERAL

Sec. 119.001. - Definitions.

Wherever the following words or phrases are used, for purposes of this Chapter, have the meanings ascribed to them in this Section 119.001, except when the context otherwise indicates. All words or phrases not defined in this Chapter have the meanings ascribed to them in the Liquor Control Act.

Accessory use means a use that is ancillary or incidental to the principal use of the licensed premises.

Alcohol. The product of distillation of any fermented liquid, whether rectified or diluted, whatever may be the origin thereof, including, without limitation, synthetic ethyl alcohol, but not including denatured alcohol or wood alcohol.

Alcoholic liquor. Any alcohol, spirits, wine, and beer, and every liquid or solid, patented or not, containing alcohol, spirits, wine or beer, and capable of being consumed as a beverage of a human being. The provisions of this Chapter shall not apply to alcohol used in the manufacture of denatured alcohol produced in accordance with Acts of Congress and regulations promulgated thereunder, or to any liquid or solid containing not more than one-half of one percent of alcohol by volume.

Arts Studio. A building used primarily for the business of selling works of visual art and art supplies, and for the provision of instruction in painting, sculpture, and similar visual arts, for which not less than 75 percent of the revenue is derived from sources other than the sale of alcoholic liquor.

Banquet Venue means any place kept, used, maintained, advertised or held out as a place at which: (i) a prearranged private party, function, or event for a specific social or business occasion may be held, either by invitation or reservation but not open to the general public; (ii) the guests in attendance are served in a room designated and used exclusively for a private party, function or event; and (iii) prepared meals and alcoholic liquors are sold as agreed pursuant to a contract.

BASSET Program. A Beverage Alcohol Sellers and Servers Education and Training program licensed by the State of Illinois Liquor Control Commission pursuant to Sections 3-12(a)(11.1) and 6-27 of the Liquor Control Act and 77 Ill. Admin. Code 3500.101 *et seq.*, as may be amended.

Beer. A beverage obtained by the alcoholic fermentation of an infusion or concoction of barley, or other grain, malt, and hops in water, including, without limitation, beer, ale, stout, lager beer, and porter.

Beer Keg. A brewery-sealed, single container containing two or more gallons of beer and requiring a tap or other mechanical device for the removal of the beer.

Club. A corporation organized under the laws of the State of Illinois, not for pecuniary profit, solely for the promotion of some common object other than the sale or consumption of alcoholic liquors, kept, used and maintained by its members, through the payment of annual dues, and owning, hiring or leasing a building or space in a building, of such extent and character as may be suitable and adequate for the reasonable and comfortable use and accommodations of its members and their guests, and provided with suitable and adequate kitchen and dining room space and equipment and maintaining a sufficient number of employees for cooking, preparing and serving food and meals for its members and their guests.

Distributor. Any person, other than a manufacturer or non-resident dealer of alcoholic liquors licensed pursuant to the Liquor Control Act, who is engaged in the State of Illinois in purchasing, storing, possessing or warehousing of alcoholic liquors for resale or reselling at wholesale, whether within or without the State.

Gasoline Fuel Station. "Gasoline Fuel Station" shall have the meaning set forth in Section 150.202 of Chapter 150 of the City Code.

Hotel. "Hotel" shall have the meaning set forth in Section 150.202 of Chapter 150 of the City Code.

Liquor Control Act. The Illinois Liquor Control Act of 1934, 235 ILCS 5/1-1 *et seq.*, as may be amended.

Nano-brewery. "Nano-brewery" has the meaning set forth in Section 150.202 of this Code.

Nano-distillery. "Nano-distillery" has the meaning set forth in Section 150.202 of this Code.

Nano-meadery. "Nano-meadery" has the meaning set forth in Section 150.202 of this Code.

Nano-winery. "Nano-winery" has the meaning set forth in Section 150.202 of this Code.

Original package. Any bottle, flask, jug, can, cask, barrel, keg, hogshead or other receptacle or container whatsoever, used, corked or capped, sealed and labeled by the manufacturer of alcoholic liquor, to contain and to convey any alcoholic liquor.

Permit Tag. A tag or label containing a unique identification number furnished by the Local Liquor Control Commission that enables the identification of the seller and the purchaser of a Beer Keg.

Principal use means the main or primary use of the licensed premises, as distinguished from an accessory use.

Restaurant. Any public place kept, used, maintained, advertised and held out to the public as a place where meals are served, and where meals are actually and regularly served, at tables, without sleeping accommodations, such space being provided with adequate and sanitary kitchen and dining room

equipment and capacity and having employed therein a sufficient number and kind of employees to prepare, cook and serve to its customers or guests, complete meals, including dinner or luncheon menus, at which the service of alcoholic beverages is incidental and complementary to the service of meals.

Sale. Any transfer, exchange or barter in any manner, or by any means whatsoever, including the transfer of alcoholic liquors by and through the transfer or negotiation of warehouse receipts or certificates, and includes and means all sales made by any person, whether principal, proprietor, agent, servant or employee.

Sale at retail, sell at retail. Sales for use or consumption and not for resale in any form.

Shareholder. Any person, firm or corporation that owns or controls five percent or more of a corporation, partnership, or other business entity.

Special Event. "Special Event" shall have the meaning set forth in Section 118.665 of Chapter 118 of this Code.

Spirits. Any beverage which contains alcohol obtained by distillation, mixed with water or other substances in solution, including, without limitation, brandy, rum, whiskey, gin, or other spirituous liquors, and such liquors when rectified, blended or otherwise mixed with alcohol or other substances.

Tasting Shop: A facility that primarily sells alcoholic liquor at retail for off-site consumption, with incidental sales for on-site consumption in an accessory tasting room.

TIPS Program. A Training for Intervention Procedures training program for the responsible service, sale, and consumption of alcohol.

Wine. Any alcoholic beverage obtained by the fermentation of the natural contents of fruits, or vegetables, containing sugar, including, without limitation, such beverages when fortified by the addition of alcohol or spirits.

(Ord. 76-14, J. 40, p. 220-221, passed 08/11/14; Ord. O85-2019, § 2, 12/9/19; Ord. O24-2022, § 2, passed 2/28/22; Ord. O20-2024, § 2, passed 2/12/24; Ord. O33-2024, § 2, passed 4/10/24)

Sec. 119.005. - Severability.

If any provision of this Chapter is held invalid by a court of competent jurisdiction, the remaining provisions of this Chapter shall remain in full force and effect, and shall be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and context of this Chapter to the greatest extent permitted by applicable law.

ARTICLE II. - LOCAL LIQUOR CONTROL COMMISSION

Sec. 119.201. - Mayor Designated Local Liquor Control Commissioner.

The City Mayor is hereby designated as the Local Liquor Control Commissioner in and for the City of Highland Park.

Sec. 119.205. - Powers and Duties.

- (A) The Local Liquor Control Commissioner is charged with the administration within the City of: (1) the appropriate provisions of this Chapter; and (2) all ordinances, resolutions, statutes, laws, rules, and regulations relating to alcoholic liquor and applicable within the City.
- (B) The Local Liquor Control Commissioner shall have the following powers and duties:
 - (1) To enter, or to authorize any law enforcement officer or peace officer to enter, at any time upon any premises licensed pursuant to this Chapter to determine whether any of the provisions of this Chapter or any other applicable statutes, ordinances, laws, rules or regulations have been or are being violated, and at the time of such entry to examine such premises in connection therewith;
 - (2) To receive complaints from any citizen of the City that any of the provisions of this Chapter or of the Liquor Control Act, or any rules or regulations adopted pursuant thereto, or any other applicable rules or regulations, have been or are being violated, and to act upon such complaints in the manner set forth in this Chapter;
 - (3) To grant or deny any application for the issuance or renewal of a local liquor license, in accordance with the provisions set forth in this Chapter; and
 - (4) To perform all other duties required pursuant to the Liquor Control Act.

Sec. 119.210. - Local Liquor Control Commission.

- (A) Establishment of Commission. There is hereby established a Local Liquor Control Commission of the City of Highland Park, consisting of: (1) the Local Liquor Control Commissioner; and (2) two members of the City Council, to be appointed by the Local Liquor Control Commissioner.
- (B) Authority and Jurisdiction. The Local Liquor Control Commission is hereby authorized, empowered, and directed to:
 - (1) Promulgate rules and regulations reasonably required to enforce the provisions of this Chapter;
 - (2) Adopt, distribute, and process all notices as may be required pursuant to this Chapter, or as may reasonably be required to carry out the purposes of this Chapter;
 - (3) Hear testimony and accept evidence that is relevant to the allegation of a violation of this Chapter;
 - (4)

Issue subpoenas directing witnesses to appear and give relevant testimony at a public hearing of the Local Liquor Control Commission, upon the request of the parties or their representatives;

- (5) Preserve and authenticate the record of the hearing, including all exhibits and evidence introduced at the hearing;
 - (6) Issue a determination, based on the evidence presented at the hearing, on whether a violation of this Chapter occurred or exists; and impose penalties consistent with the applicable provisions of this Chapter and/or require the local liquor licensee to take corrective measures to cure the violation, upon finding a local liquor licensee liable for the charged violation; and
 - (7) Postpone or continue a defendant's hearing to a later date.
- (C) The Local Liquor Control Commission may appoint one or more persons to assist in the exercise of all of the powers and the performance of the duties of the Local Liquor Control Commission.

ARTICLE III. - LICENSES

Sec. 119.300. - Local Liquor License Required.

- (A) No person, firm, or corporation may sell at retail, offer for sale at retail, give away as part of the conduct of business operations, or allow the consumption in a business establishment of, any alcoholic liquor in the City except in the manner authorized by, and in compliance with, the terms, conditions, and restrictions of this Chapter and of a valid local liquor license issued pursuant to this Chapter.
- (B) No person, firm or corporation may sell or offer for sale at retail any alcoholic liquor at any location within the City without first having obtained a valid local liquor license issued by the City pursuant to this Chapter for each such location.
- (C) Where two or more locations, places, or premises are under the same roof but separated by any area not under the local liquor licensee's control and open to the general public, or at the same street address but separated by any area not under the local liquor licensee's control and open to the general public, a separate local liquor license must be obtained for each such location, place, or premises; except that this Section 119.300(C) is not to be deemed or interpreted as prohibiting a Class H local liquor licensee from serving alcoholic liquor to its registered guests in any room or part of its hotel, if such alcoholic liquor is kept in and served from a licensed location, place, or premises within the hotel.
- (D) Nothing in this Chapter may be deemed or interpreted as prohibiting, and no local liquor license is required for, the following:
 - (1)

The possession and transportation of alcoholic liquor by the possessor for the personal use of the possessor, his or her family, or guests at least 21 years of age;

- (2) The making of wine, cider, or other alcoholic liquor by a person from fruits, vegetables, or grains, or the products thereof, by simple fermentation and without distillation, if it is made solely for the use of the maker, his or her family, and guests at least 21 years of age;
- (3) The possession or use of alcoholic liquor (a) by a duly licensed practicing physician or dentist in the strict practice of his or her profession, or (b) by any hospital or other institution caring for sick or diseased persons for the treatment of bona fide patients of that hospital or institution;
- (4) The possession or use of alcoholic liquor by a drugstore employing a licensed pharmacist, in the concoction of prescriptions of duly licensed physicians; and
- (5) The possession or dispensation of wine by an authorized representative of any religious institution for the purpose of conducting any bona fide rite or religious ceremony.

(Ord. O33-2024, § 3, passed 4/10/24)

Sec. 119.305. - Classification of Local Liquor Licenses.

The following classes of local liquor licenses are available pursuant to the procedures and standards set forth in this Chapter:

- (A) Class A licenses, which authorize the retail sale of alcoholic liquor by arts studios, for consumption on the premises where sold only. The sale of alcoholic liquor pursuant to a Class A license is permitted only to participants in arts programs or classes operated by the studio, and only in connection with the service of food.
- (B) Class B licenses, which authorize the retail sale of alcoholic liquor, in the original package, for consumption off the premises where sold and for on-premises consumption, in nano-breweries, nano-distilleries, nano-meaderies, and nano-wineries.
- (C) Class C-1 licenses, which authorize the retail sale of alcoholic liquor to members of clubs or similar organizations, or their guests, both: (1) for consumption on the premises where sold only; and (2) for consumption off the premises where sold only, in the original package, and not for consumption on the premise, by either:
 - (1) Clubs that (a): are organized under the laws of this state not for pecuniary profit; (b) own, or occupy under a lease having a definite term of more than one year, a parcel of real property not less than ten acres; and (c) require the payment of annual dues from each of its members of more than \$100.00; or
 - (2)

Corporate entities that: (a) are organized under the laws of the State of Illinois solely for the promotion of musical performance; (b) are kept, used, and maintained by its members, through the payment of annual dues; and (c) own, hire, or lease a building or space in a building located within the I Light Industry Zoning District of the City. The sale of alcoholic liquor by such a corporate entity pursuant to a Class C-1 license must be incidental and complementary to the sale and service of food.

- (D) Class C-2 licenses, which authorize the retail sale of alcoholic liquor to members of clubs or their guests, for consumption on the premises where sold only, by clubs that are organized: (1) under the laws of this state not for pecuniary profit; and (2) primarily for charitable, service or fraternal purposes.
- (E) Class D special event licenses, which authorize the retail sale of alcoholic liquor by an educational, political, civic, fraternal, religious, or other non-profit organization, at a special event, for consumption within the area specifically designated in such license only, which Class D license will not be valid for a period exceeding 48 consecutive hours.
- (F) Class F licenses, which authorize the retail sale of alcoholic beverages by a concessionaire whose concession, and the space to operate the concession, is sanctioned and afforded by a Class RF licensee, only within a premises for which a Class RF license has been issued pursuant to this Chapter.
- (G) Class G licenses, which authorize the retail sale of alcoholic liquor at, and by the proprietor of, active sports facilities. The sale of alcoholic liquor pursuant to a Class G license must be incidental and complementary to the active sports facilities and services
- (H) Class H licenses, which authorize the sale of alcoholic liquor by hotels, whether for consumption or in its original package, to guests of the hotel, in the rooms occupied by such guests on such premises, or within common areas, market places, restaurants, bars, and lounges of the hotel specifically designated for the consumption of food and beverages that are under the exclusive control and supervision of the Class H licensee. Additional liquor licenses are required for each common area, lounge, market place, bar, or restaurant located on the hotel premises that are not under the exclusive control and supervision of the Class H licensee.
- (I) Class PD licenses, which authorize the retail sale of alcoholic beverages on the premises of property owned (or controlled) and operated by a park district having a population of less than 500,000 inhabitants and organized under the provisions of the Illinois Park District Code, 70 ILCS 1205/1-1 et seq., as amended, for consumption on the premises where sold only.
- (J) Class Q licenses, which authorize the retail sale of alcoholic liquor, for consumption on the premises where sold only, in connection with a private function that is not open to the general public. The sale of alcoholic liquor pursuant to a Class Q license must be incidental and complementary to the sale and service of food, and the ownership and operation of the licensed premises must be in common with a restaurant that is located in the same building as, or not

more than 500 feet from, the licensed premises. Class R-1 and Class R-2 local liquor licensees are not required to obtain a separate Class Q license for sales of alcoholic liquor in connection with a private function that is not open to the general public and located on a premises for which a Class R-1 or Class R-1 license has been granted.

- (K) Class R-1 licenses, which authorize the retail sale of alcoholic liquor by restaurants and banquet venues. The sale of alcoholic liquor pursuant to a Class R-1 license must be incidental and complementary to the sale and service of food, and the alcoholic liquor may only be consumed on the premises where sold.
- (L) Class R-2 licenses, which authorize the retail sale of beer and wine only, incidental and complementary to the sale and service of food, for consumption on the premises where sold only, by either:
 - (1) Restaurants or banquet venues; or
 - (2) Establishments engaged primarily in the sale of coffee or tea, at which sandwiches, salads, and other food items that are commonly consumed as part of a complete meal, and not merely as a snack, are: (a) actually served to patrons by employees of such establishments; and (b) served for immediate consumption on the premises. No alcoholic liquor may be sold by any such establishment through a drive-through facility.
- (M) Class RF licenses, which authorize a corporation that is organized bona fide under the laws of this state not for pecuniary profit and primarily for the public presentation of musical art to permit concessionaires who hold a Class F local liquor license to sell and offer for sale at retail alcoholic beverages upon, and to permit business invitees to carry previously purchased alcoholic beverages onto, the licensed premises.
- (N) Class RS-1 licenses, which authorize both: (1) the retail sale of alcoholic liquor by restaurants, for consumption on the premises where sold only, and subject to all restrictions and conditions applicable to Class R-1 licenses; and (2) the retail sale of beer and wine, in the original package, for consumption off the premises where sold only, and subject to all restrictions and conditions applicable to Class S-2 licenses.
- (O) Class S-1 licenses, which authorize the retail sale of alcoholic liquor, in the original package, for consumption off the premises where sold only, and not for consumption on the premises where sold.
- (P) Class S-2 licenses, which authorize the retail sale of beer and wine, in the original package, for consumption off the premises where sold only, and not for consumption on the premises where sold.
- (Q) Class S-3 licenses, which authorize the retail sale of alcoholic liquor by tasting shops. The sale of alcoholic liquor pursuant to a Class S-3 license must be either in the original package, for consumption off the premises where sold; or retail sale of alcoholic liquor for on-premises

consumption in an accessory tasting room that is incidental to the purchase of alcoholic liquor for off-premises consumption.

- (R) Class SP licenses, which authorize the retail sale of alcoholic liquor in connection with sporting events for which the public is able to purchase tickets to attend, for consumption on the premises where sold only, but only by a concessionaire whose concession, and the space to operate the concession is afforded and sanctioned by either: (1) the City, (2) a Class C-1 licensee, within a premises for which a Class C-1 license has been issued pursuant to this Chapter, (3) a Class PD licensee, within a premises for which a Class PD license has been issued pursuant to this Chapter, or (4) a Class RF licensee, within a premises for which a Class RF license has been issued pursuant to this Chapter. SP licenses are valid only for the specific dates for the sporting event, as specified in the application submitted to the City for the license.
- (S) Alcoholic Liquor Tasting Licenses, which authorize a Class S-1, Class S-2, or Class S-3 local liquor licensee to give away alcoholic liquor for tasting purposes only on the licensed premises, subject to the terms and conditions set forth in Section 119.560 of this Chapter.
- (T) Class T licenses, which authorize the retail sale of alcoholic liquor within premise for which the principal use is either an indoor motion picture theater or live stage performance theater, for consumption only on the premises where sold.
- (U) Class U licenses, which authorize the accessory use of a licensed premises for the retail sale of alcoholic liquor, for consumption on the premises where sold.
- (V) Class V licenses, which authorize the retail sale of alcoholic liquor by caterers. Class R-1 and Class R-2 local liquor licensees are not required to obtain a separate Class V license for sales of alcoholic liquor in connection with the business of catering.
- (W) Class W licenses, which authorize a business establishment registered pursuant to Chapter 106 of this Code to give away alcoholic liquor to its patrons for on-site consumption. The provision of alcoholic liquors must be incidental and complementary to the primary business operations of the Class W licensee.
- (X) Class X-1 licenses, which authorize the retail sale of alcoholic liquor for consumption only on the premises, by an existing business establishment registered pursuant to Chapter 106 of this Code, for a period of no more than 20 days per calendar year.
- (Y) Class X-2 licenses, which authorize the retail sale of alcoholic liquor for consumption only on the premises, by an existing business establishment registered pursuant to Chapter 106 of this Code, for a period of no more than consecutive 90 days per calendar year.
- (Z) Class BYOB licenses, which authorize on-site consumption within a business establishment of alcoholic liquor which has been brought to the establishment premises by a patron.
- (AA)

Class Y licenses, which authorize the retail sale of alcoholic liquor at self-service establishments, at which customers may serve themselves alcoholic liquor from self-service dispensing machines. The sale of alcoholic liquor pursuant to a Class Y license must be incidental and complementary to the sale and service of food, and the alcoholic liquor may only be consumed on the premises where sold.

(Ord. 20-13, J. 39, p. 32-33, passed 02/11/2013; (Ord. 77-13, J. 39, p. 238-239, passed 07/22/13; Ord. 97-13, J. 39, p. 335-337, passed 09/23/13; Ord. 74-14, J. 40, p. 220-221, passed 08/11/14; Ord. 68-15, passed 8/24/15; Ord. 72-15, passed 10/12/15; Ord. O36-2017, § 2, passed 3/13/2017; Ord. O85-2019, § 3, 12/9/19; Ord. O24-2022, § 3, passed 2/28/22; Ord. O19-2024, § 3, passed 2/12/24; Ord. O20-2024, § 3, passed 2/12/2024; Ord. O33-2024, § 4, passed 4/10/24; Ord. O69-2024, § 2, passed 9/23/24)

Sec. 119.310. - Application for License.

- (A) *New Applicants.* An applicant for a new local liquor license shall file an application therefor with the City Clerk, on a form provided by the City, which application shall include, without limitation, the following information:
- (1) The name, address, date of birth, place of birth, driver's license number, telephone number, and country of citizenship of all officers, directors, partners, managers, and shareholders of the applicant business;
 - (2) For all officers, directors, partners, managers, and shareholders of the applicant business who are naturalized citizens of the United States, the date and place of naturalization;
 - (3) A photocopy of the driver's license or other state-issued identification for all officers, directors, partners, managers, and shareholders of the applicant business;
 - (4) The character of business of the applicant, and the length of time that the applicant has been in business of that character;
 - (5) The amount of goods, wares, and merchandise on hand at the time of application;
 - (6) The location and description of the premises or place of business at which the applicant proposes to sell alcoholic liquor;
 - (7) A statement of whether the proposed location is owned or leased by the applicant, and, if the applicant does not own the proposed location, a copy of the lease;
 - (8) A statement of whether the applicant, or any other person involved directly or indirectly in the applicant's business, is an elected public official or law enforcement officer;
 - (9) Reserved.
 - (10) A statement of whether the applicant, or any director, officer, partner, manager, or shareholder thereof, has ever been convicted of: (a) a felony under the laws of the State of Illinois or the United States; or (b) a violation of any federal or state law or local ordinance concerning the manufacture, possession, or sale of alcoholic liquor;

- (11) A statement of whether the applicant, or any director, officer, partner, manager, or shareholder thereof, possesses a current Federal Wagering or Gambling Device Stamp, or a current State or City bingo or charitable games license; and, if so, the reasons therefor;
- (12) A statement of whether the applicant has filed an application for a liquor license on premises other than those described in the application, and the disposition of that application;
- (13) A statement of whether a liquor license issued by any state or subdivision thereof, or by the Federal government, has been previously revoked, and, if so, the reasons therefor;
- (14) A certificate of insurance, demonstrating proof of dram shop insurance coverage covering the period for which the requested local liquor license will be effective, as required pursuant to Section 119.401 of this Chapter;
- (15) For corporate applicants, a copy of the State of Illinois certificate of incorporation, and, if incorporated in a state other than Illinois, the date that the applicant became qualified under the Business Corporation Act of 1983, 805 ILCS 5/1.01 *et seq.*, to do business in Illinois;
- (16) For applicants for a Class F local liquor license, a copy of the applicant's concession agreement;
- (17) A notarized affidavit, signed by an authorized representative of the applicant and in a form acceptable to the Corporation Counsel, stating that:
 - (a) The applicant, and all directors, officers, partners, managers, and shareholders thereof, have not received or borrowed money or anything else of value, and will not receive or borrow money or anything else of value, or accept or receive credit (other than merchandising credit in the ordinary course of business for a period not to exceed 30 days, or as otherwise permitted pursuant to the Liquor Control Act), directly or indirectly from any manufacturer, importing distributor or distributor of alcoholic liquor, or from any officer, manager, agent, representative, or family member thereof;
 - (b) The applicant has not been a party in any way, directly or indirectly, to any violation of the Liquor Control Act by a manufacturer, distributor or importing distributor;
 - (c) The applicant, and all directors, officers, partners, managers, and shareholders thereof, are not disqualified to receive a local liquor license by reason of any provision of this Chapter, the laws of this State, or the ordinances of the City;
 - (d) The applicant will not violate any of the laws of the State of Illinois, or of the United States, or any ordinance of the City in the conduct of the applicant's place of business, including, without limitation, the responsible alcohol service training requirements set forth in Section 119.410 of this Chapter;
 - (e) The applicant has paid all taxes due and owing to the City as of the date of the application;
 - (f)

The applicant may be held liable for any violation of this Chapter by an officer, director, manager, or employee of the applicant, as set forth in Section 119.601(A)(2) of this Chapter;

- (g) The issuance of a new or renewal local liquor license pursuant to this Chapter will not be deemed as vesting any right to the applicant, or to any partner, officer, director, manager, shareholder, agent, or employee thereof, of an additional local liquor license or to future local liquor licenses; and
 - (h) If the applicant is a club, no member, officer, agent, or employee of the applicant is paid or directly or indirectly receives, in the form of salary or other compensation, any profits from the distribution or sale of alcoholic liquor to the club or the members of the club or its guests, beyond the amount of such salary as may be fixed and voted at any annual meeting by the members or by its board of directors or other governing body out of the general revenue of the club; and
- (18) For all new applications, a non-refundable administrative application fee, in the amount set forth in the Annual Fee Resolution.
- (B) *Renewal Applications.* A local liquor licensee may request the renewal of a local liquor license by filing an application therefor with the City Clerk, which application shall include, without limitation, the following:
- (1) Any change in the information required pursuant to Section 119.310(A) of this Chapter that has occurred since the date of the local liquor license application filed by the applicant for the previous calendar year;
 - (2) The affidavit required pursuant to Section 119.310(A)(17) of this Chapter;
 - (3) A non-refundable administrative application fee, in the amount set forth in the Annual Fee Resolution; and
 - (4) For all applications for a renewal local liquor license that are filed after December 1 of the last calendar year for which the applicant held a local liquor license, a late renewal application fee, in the amount set forth in the Annual Fee Resolution.
- (C) *Special Event Licenses.* Notwithstanding any provision of this Section 119.310 to the contrary, the following provisions shall apply to all applications filed for a Class D local liquor license:
- (1) The application must be filed no later than the date that is 14 days before the beginning of the special event for which the Class D license is sought;
 - (2) The application must include all information required pursuant to Section 119.310(A) or Section 119.310(B) of this Chapter, as the case may be, except that the applicant shall not be required to disclose any information or make any statement regarding its directors, except to the extent that a director is also an officer, partner, manager, or shareholder;
 - (3)

The applicant shall identify the name, location, dates and times of the special event for which the Class D license is sought; and

(4) The applicant shall submit proof of its status as a not-for-profit organization.

(D) **Sporting Event Licenses.** In addition to the requirements set forth in Sections 119.310(A) and 119.310(B) of this Code, applications for Class SP local liquor licenses must include the name, location, dates and times of the sporting event for which the Class SP license is sought.

(Ord. 97-13, J. 39, p. 335-337, passed 09/23/13; Ord. O90-2018, § 3, 11/26/18; Ord. O20-2024, § 3, passed 2/12/24)

Sec. 119.315. - Investigation of Applicant.

(A) *Investigation.* Prior to issuance of a local liquor license, the Chief of Police, or their designee, will investigate the business responsibility of the applicant and all partners, officers, managers, directors, shareholders, and agents thereof, as deemed necessary for the protection of the public health, safety, and order.

(B) *Fingerprinting.*

(1) As deemed necessary for the protection of the public health, safety, and order, the City Chief of Police, or his or her designee, will, within ten days after receipt of a complete application filed pursuant to this Chapter, take and record the fingerprints of (a) all partners, officers, managers, directors, shareholders, and agents of a new applicant for a local liquor license, and (b) all new partners, officers, managers, directors, shareholders, and agents of existing or renewal local liquor license applicants.

(2) The applicant must pay to the Chief of Police, or his or her designee, a fingerprinting fee for each set of fingerprints taken, covering the administrative costs of all fingerprinting required pursuant to this Section 119.315(B), in the amount set forth in the Annual Fee Resolution.

(C) *Report.* Within 30 days after receipt of a complete application filed pursuant to this Chapter, the Chief of Police will certify to the Local Liquor Control Commission his or her recommendations as to whether or not a local liquor license should be issued to the applicant, together with a statement of the reasons therefor. The failure of the Chief of Police to provide such recommendations and statement within 30 days after the date on which a complete application is filed, or such further time as the applicant may, in writing, agree, may not be deemed as either a recommendation for or against the issuance of the requested local liquor license.

(D) Class W, X-1, X-2, and BYOB licensees are not subject to the requirements of this Section 119.315.

(Ord. O34-2023, § 9, passed 6/26/23; Ord. O33-2024, § 5, passed 4/10/24)

Sec. 119.320. - Approval or Denial of Application.

- (A) *Approval.* The Local Liquor Control Commissioner shall approve a local liquor license application, and issue a local liquor license to the applicant, upon the occurrence of each of the following:
- (1) Receipt of a complete application for a new or renewal local liquor license, in accordance with Section 119.310 of this Chapter;
 - (2) Receipt of the recommendations and statement of the Chief of Police pursuant to Section 119.315 of this Chapter;
 - (3) The determination by the Local Liquor Control Commissioner that the application satisfies the standards and conditions set forth in this Article III; and
 - (4) Payment of the local liquor license fee for the specific class of local liquor license sought, in the amount set forth in the Annual Fee Resolution, which fee shall be reduced in proportion to the number of whole calendar months which have expired in the license year prior to the issuance of the local liquor license
- (B) *Denial.*
- (1) *Definition.* For purposes of this Section 119.320(B) only, except as expressly provided otherwise, the term "applicant" shall include the entity or individual named on the application for a local liquor license, as well as all partners, officers, managers, directors, shareholders, and agents of the entity or individual that has applied for a local liquor license pursuant to this Chapter; except that the term "applicant" shall not include the directors of a not-for-profit organization that has applied for a Class D local liquor license pursuant to this Chapter.
 - (2) *Mandatory Denial.* The Local Liquor Control Commissioner shall deny any application for a new or renewal local liquor license that satisfies any of the following conditions:
 - (a) The applicant is a sole proprietorship of which the sole proprietor is not a resident of the City; except that this Section 119.320(B)(2)(a) shall not apply to a sole proprietorship that applies for a Class R-1 or a Class R-2 local liquor license for which the proprietor is actively engaged in the day-to-day conduct of the business;
 - (b) The applicant, if a sole proprietorship, or the day-to-day manager of the applicant, if a firm, partnership, corporation, or other business entity, is not a citizen of the United States;
 - (c) The applicant does not own the premises for which a local liquor license is sought, and does not have a lease for such premises for the full period for which the license is to be issued;
 - (d) Reserved.
 - (e) The applicant has been convicted of a gambling or related offense, in violation of Article 28 of the Illinois Criminal Code of 1961, 720 ILCS 5/28-1 *et seq.*, as amended;
 - (f)

A federal wagering stamp has been issued by the federal government to the applicant or for the premises for which a local liquor license is sought, unless the applicant is eligible for a local liquor license pursuant to the Illinois Raffles Act, 230 ILCS 15/0.01 *et seq.*, or the Illinois Pull Tabs and Jar Games Act, 230 ILCS 20/1 *et seq.*;

- (g) The applicant does not possess a valid policy for dram shop insurance covering the period for which a local liquor license is sought, as required pursuant to Section 119.401 of this Chapter;
- (h) The application is for any premises used in whole or in part as a gasoline fuel station;
- (i) The applicant is a club that has been in operation in the City for less than one year, as of the date of application;
- (j) The applicant is the subject of a complaint received by the Local Liquor Control Commission from the Illinois Department of Revenue pursuant to Section 6-3 of the Liquor Control Act, alleging that the applicant has committed a violation of any tax statute administered by such Department;
- (k) The applicant is a club of which any member, officer, agent, or employee is paid or directly or indirectly receives, in the form of salary or other compensation, any profits from the distribution or sale of alcoholic liquor to the club or the members of the club or its guests, beyond the amount of such salary as may be fixed and voted at any annual meeting by the members or by its board of directors or other governing body out of the general revenue of the club;
- (l) The application is for a Class D local liquor license, and the applicant has previously received Class D local liquor licenses authorizing the sale of alcoholic liquor for more than 15 days in the 12-month period preceding the date of application;
- (m) The application is for any premises located within 100 feet of any religious institution, school, hospital, home for aged or indigent persons or veterans, their spouses or children, or any military or naval station; except that this Section 119.320(B)(2)(m) shall not apply to the following:
 - (i) Premises for which the principal use or business: (1) was established on or before, and has been continuous since, June 6, 1988; and (2) is not the sale at retail of alcoholic liquor;
 - (ii) The renewal of a local liquor license for the sale at retail of alcoholic liquor on any premises located within 100 feet of any religious institution occupied after the date of issuance of the original local liquor license, measured to the nearest part of any building used by the religious institution for worship services or educational programs;
 - (iii)

The renewal of a local liquor license for the sale at retail of alcoholic liquor on any premises located within 100 feet of any school occupied after the issuance of the original local liquor license;

- (iv) Religious institutions or private schools that sell alcoholic liquor at retail for limited periods during which groups are assembled on the premises solely for the promotion of some common object other than the sale or consumption of alcoholic liquors; or
 - (v) Institutions of higher learning; or
 - (n) The City has not taken and recorded all fingerprints of the applicant, or the applicant has not paid all required fingerprinting fees, as required pursuant to Section 119.315(B) of this Chapter.
- (3) *Permissive Denial.* The Local Liquor Commissioner shall have the right, but not the obligation, to deny any application for a local liquor license that satisfies any of the following conditions:
- (a) The application is for any premises, or is filed by any applicant, for which a license issued pursuant to this Chapter has been revoked;
 - (b) The applicant has been convicted of a violation of any federal or state law or local ordinance concerning the manufacture, possession, or sale of alcoholic liquor;
 - (c) The applicant has been convicted of a felony under the laws of the State of Illinois or the United States;
 - (d) The application is for any premises for which there exists a violation of Chapter 150 of this Code; or
 - (e) The applicant is delinquent in the payment to the City of any tax or payment required pursuant to this Code.
 - (f) Reserved.

(C) *Confirmation of State Code Compliance for Certain Licensees.*

Any law enforcing public official, or any member of the City Council, with a direct or indirect interest in the manufacture, sale, or distribution of alcoholic liquor to whom a local liquor license is issued must strictly comply with the provisions of Section 6-2(14) of the Illinois Liquor Control Act governing recusal from voting and from participating in meetings, hearings, or decisions on matters impacting the manufacture, sale, or distribution of alcoholic liquor. Further, in any instance in which recusal is required pursuant to Section 6-2(14) of the Illinois Liquor Control Act, the recused party must strictly comply with all rules governing recusal set forth in Section 6.D of the City of Highland Park Ethics Guidelines, adopted pursuant to Section 37.005 of the Highland Park Code.

(Ord. 97-13, J. 39, p. 335-337, passed 09/23/13; Ord. O34-2023, § 10, passed 6/26/23; Ord. No. O16-2025, § 2, passed 2/10/25)

Sec. 119.325. - Expiration of License.

Every local liquor license issued pursuant to this Chapter, other than a Class D local liquor license, shall terminate on the 31st day of December following its issuance.

Sec. 119.330. - Number of Licenses.

There shall be no limit to the number of local liquor licenses that may be issued by the Local Liquor Control Commissioner for each license class.

Sec. 119.335. - Records and Reports.

- (A) The City Clerk shall keep, or cause to be kept, a complete record of all local liquor licenses issued pursuant to this Chapter, and shall furnish the Director of Finance and Chief of Police each with a copy thereof.
- (B) The City Clerk shall give written notice of the issuance or revocation of a local liquor license to the Director of Finance and City Chief of Police within two business days thereof.
- (C) The Local Liquor Control Commissioner, at the request of the City Council, shall report to the City Council (1) all of his or her acts and doings in the enforcement of this Chapter, and (2) the date of collection and amount of all local liquor license fees paid pursuant to this Chapter.
- (D) All local liquor licensees shall make their books and records available, upon reasonable notice, for investigation and control by any designee of either the Local Liquor Control Commission or the Illinois Liquor Control Commission.

Sec. 119.340. - License is Personal Privilege.

- (A) A local liquor license issued pursuant to this Chapter shall be purely a personal privilege, and shall not: (1) constitute property; (2) be subject to attachment, garnishment, or execution; (3) be alienable or transferable, voluntarily or involuntarily; or (4) be subject to being encumbered or hypothecated.
- (B) A local liquor license issued pursuant to this Chapter shall not descend by the laws of testate or intestate devolution, but, except as provided in Section 119.345(A) of this Chapter, shall cease upon the death, insolvency, or bankruptcy of the licensee; provided that executors or administrators of the estate of any deceased licensee, and the trustee of any insolvent or bankrupt licensee, when such estate consists in part of alcoholic liquor, may continue the business of the sale of alcoholic liquor under order of the appropriate court, and may exercise the privileges of the deceased, insolvent, or bankrupt licensee after the death of the decedent, or after the insolvency or bankruptcy, until the expiration of the local liquor license, but in no event longer than six months after the death, bankruptcy, or insolvency of the local liquor licensee. The

City Clerk shall refund that portion of the local liquor license fee paid pursuant to Section 119.320(A)(4) of this Chapter for any period in which the local liquor licensee is prevented from operating pursuant to this Section 119.340(B).

Sec. 119.345. - License Amendments.

(A) *Changes in Personnel.*

- (1) Any change in the information required pursuant to Section 119.310(A)(1) of this Chapter regarding the partners, officers, directors, managers, or shareholders of a local liquor licensee shall be reported in writing to the Local Liquor Control Commissioner within 10 days after the change. All new partners, officers, directors, managers and shareholders shall meet all of the standards of this Chapter and must otherwise qualify to hold a local liquor license. All changes in personnel shall be subject to review by the Local Liquor Control Commissioner.
- (2) Upon any change regarding a local liquor licensee, or regarding any existing or new partner, officer, director, manager, or shareholder thereof, that causes the local liquor licensee to be ineligible for a local liquor license pursuant to this Chapter, the Local Liquor Control Commission shall hold a public hearing to consider revocation of the liquor license, in accordance with Article VI of this Chapter.

- (B) *Change in Location.* The premises at which the sale at retail of alcoholic liquor is licensed pursuant to this Chapter may be changed only upon the prior written approval of the Local Liquor Control Commissioner, which approval shall not be granted unless the proposed new location is suitable for the retail sale of alcoholic liquor pursuant to this Chapter and all other applicable statutes, ordinances, laws, rules, and regulations.

Sec. 119.350. - License Fees.

- (A) *Fees for Replacement License.* Any local liquor licensee that, during the term of its current license, applies for a new local liquor license that is intended to replace the current license, and not to supplement it, shall be required to pay only the prorated difference between the replacement local liquor license fee and the value of the current local liquor license fee. The City shall have no obligation to reimburse the licensee if the replacement local liquor license fee is less expensive than the current local liquor license fee.
- (B) *Refunds of Application Fees.* Except as provided in Section 119.340(B) of this Chapter, the City shall have no obligation to refund any application fee paid pursuant to this Chapter to an applicant or local liquor licensee for any reason.

ARTICLE IV. - INSURANCE AND TRAINING

Sec. 119.401. - Dram Shop Insurance.

All local liquor licensees shall carry dram shop insurance for the premises within which alcoholic liquor is sold, in a minimum amount of \$1,000,000.00 per occurrence. The dram shop insurance coverage shall name the City and its elected and appointed officers, agents, employees, and officials as additional insured parties.

Sec. 119.410. - Responsible Alcohol Service Training.

(A) *Responsible Alcohol Service Training Required.*

- (1) Each manager of a local liquor licensee, and each employee of a local liquor licensee who will be engaged in selling, mixing, preparing, serving or delivering alcoholic liquor to customers, guests or patrons for consumption on the licensed premises, shall, within ten days after the manager or employee begins employment with the local liquor licensee, successfully complete either a BASSET program or an on-premises TIPS program.
- (2) Each manager of a local liquor licensee, and each employee of a local liquor licensee who will be engaged in selling, mixing, preparing, serving, or delivering alcoholic liquor to customers, guests, or patrons for consumption off the premises shall, within ten days after the manager or employee begins employment with the local liquor licensee, successfully complete an off-premises TIPS program.

(B) *Proof of Training.* Each local liquor licensee shall maintain on the licensed premises proof of completion by each manager and employee of the local liquor licensee of the training required pursuant to this Section 119.410, in a manner that will allow inspection, upon demand, by any full-time, part-time, or auxiliary City police officer or by any designee of either the State of Illinois Liquor Control Commission or the Local Liquor Control Commission.

(C) *Restrictions on Sales by Untrained Personnel.*

- (1) No person shall sell, mix, prepare, serve, or deliver alcoholic liquor in the City, for consumption on the licensed premises, unless that person has successfully completed a BASSET or TIPS program, as required pursuant to Section 119.410(A) of this Chapter; except that a person may sell, mix, prepare, serve, or deliver alcoholic beverages: (a) within ten days after that person begins employment with the licensee; and (b) under the direct supervision of a manager or employee of the local liquor licensee that has successfully completed a BASSET or TIPS program.
 - (2) No local liquor licensee shall sell, serve, or deliver any alcoholic liquor at any time at which there is not physically present on the licensed premises a manager or employee of the local liquor licensee who has successfully completed a BASSET or TIPS program as required pursuant to Section 119.410(A) of this Chapter.
- (D) Any person who attends a program

provided by the City Department of Police for the responsible alcohol service training required pursuant to this Section 119.410 shall pay a program fee in the amount set forth in the Annual Fee Resolution.

(3) This Section 119.410(C) does not apply to customers of licensed Class Y establishments who obtain alcoholic liquor in compliance with Section 119.519 of this Code.

(D) Any person who attends a program provided by the City Department of Police for the responsible alcohol service training required pursuant to this Section 119.410 shall pay a program fee in the amount set forth in the Annual Fee Resolution.

(Ord. 77-09, J. 35, p. 304-308, passed 12/14/09; Ord. O69-2024, § 4, passed 9/23/24)

ARTICLE V. - SALES

Sec. 119.501. - Sales Restricted to Authorized Premises.

(A) *Determination of Premises.*

(1) Except as provided in Section 119.501(A)(2) of this Chapter, a local liquor license shall permit the sale of alcoholic liquor only in or from the premises described in the local liquor license, and only in the manner therein authorized and in compliance with the terms thereof.

(2) Notwithstanding Section 119.501(A)(1) of this Chapter to the contrary, a local liquor licensee may sell alcoholic liquor at a location other than the premises described in the local liquor license, in accordance with the following:

- (a) The licensee shall submit a request for off-premises sales to the City not later than the date that is seven days prior to the event at which the licensee proposes to conduct off-premises sales, which request shall include, without limitation: (i) the dates and times of the proposed off-premises sales, and (ii) a statement of authorization by the owner or operator of the event at which the licensee proposes to conduct off-premises sales.
- (b) The City Clerk shall forward the request for off-premises sales to the Local Liquor Control Commissioner, who may approve or deny the request in his or her sole discretion.
- (c) The City Clerk shall notify the Chief of Police of all requests for off-premises sales that are approved pursuant to this Section 119.501(A)(2).
- (d) All off-premises sales approved pursuant to this Section 119.501(A)(2) may be conducted only upon receipt of, and in strict compliance with, a special use permit license issued by the State pursuant to the Liquor Control Act.

(B) *Outdoor Dining Areas.* For purposes of this Chapter, the "licensed premises" of a Class R-1 or Class R-2 local liquor licensee shall include, without limitation, any portion of a public or private right-of-way for which the licensee has obtained a separate license from the City pursuant to

Section 150.408(B) of Chapter 150 of the City Code for the maintenance of a temporary outdoor dining area as an accessory use.

Sec. 119.510. - Sanitary Requirements.

All premises used for the retail sale or storage of alcoholic liquor shall be kept in a clean and sanitary condition, and shall be kept in full compliance with the provisions of the City Code regulating the condition of premises used for the storage and sale of food for human consumption.

Sec. 119.515. - Sales Within Restaurants and Banquet Venues.

- (A) *Size of Bar and Lounge Areas Limited.* No Class R-1 or Class R-2 local liquor licensee may maintain within the licensed premises a bar or lounge area containing more than 25 percent of the total number of seats located within the entire licensed premises.
- (B) *Sales to Waiting Patrons.* Notwithstanding any provision of this Chapter to the contrary, a Class R-1 local liquor licensee may sell alcoholic liquor, and a Class R-2 local liquor licensee may sell beer and wine, to dining patrons waiting to be seated at tables for the service of food, at a bar or within a lounge located within the licensed premises.
- (C) *Delivery of Cocktails.* Class R-1, R-2, and RS-1 licensees may sell mixed drinks and single servings of wine for consumption off the premises and in strict compliance with the applicable provisions of the Illinois Liquor Control Act, including without limitation Section 6-28.8 thereof (235 ILCS 5/6-28.8), as may be amended.

(Ord. O85-2019, § 4, 12/9/19; Ord. O33-2024, § 6, passed 4/10/24)

Sec. 119.516. - Sales Within Theaters.

No alcoholic liquor shall be sold or offered for sale by a Class T local liquor licensee within a theater except in accordance with the following:

- A. Alcoholic liquor may only be sold or offered for sale within the lobby area of the theater. No alcoholic liquor may be sold or offered for sale within any seating area of the theater.
- B. Not more than one beverage of alcoholic liquor may be sold to one person at one time.

(Ord. 20-13, J. 39, p. 32-33, passed 02/11/2013; Ord. 75-13, J. 39, p. 230-231, passed 07/22/13)

Sec. 119.517. - Sales as an Accessory Use.

No alcoholic liquor may be sold or offered for sale by a Class U local liquor licensee except in accordance with the following:

- (A)

The sale of alcoholic liquor at the licensed premises must be an accessory use as generally defined in this Chapter, and as specifically defined and delineated in the specific Class U license issued to an applicant.

- (B) No Class U local liquor licensee may maintain within the licensed premises a bar or lounge area containing more than 25 percent of the total number of seats located within the entire licensed premises.
- (C) Class U local liquor licensees must offer for sale, for consumption on the premises where sold, a menu of food items that are commonly consumed, individually or together, as part of what could reasonably be considered a light meal, and not merely as a snack.
- (D) Alcoholic liquor may be sold at the licensed premises only during the normal business hours of the principal use of the licensed premises and only during the conduct of the business of the principal use of the licensed premises.
- (E) Such other conditions that the Local Liquor Control Commissioner may, in its discretion, include in the specific Class U license issued to an applicant.

(Ord. O20-2024, § 4, passed 2/12/24)

Sec. 119.518. - Sales By Caterers.

No alcoholic liquor may be sold or offered for sale by a Class V local liquor licensee except in accordance with the following:

- (A) Class V local liquor licensees must register their business annually with the office of the City Manager in accordance with Chapter 106 of this Code,
- (B) Class V local liquor licensees must maintain a food preparation kitchen within the City,
- (C) Alcoholic liquor may be sold only at a private event not open to the public and only in connection with the provision of catering services.

(Ord. O19-2024, § 4, passed 2/12/24)

Sec. 119.519. - Sales Within Active Sports Facilities.

No alcoholic liquor may be sold or offered for sale by a Class G local liquor licensee within an active sports facility except in accordance with the following:

- (A) Each Class G local liquor licensee must offer for sale, for consumption on the premises, a menu of food items that are commonly consumed, individually or together, as part of what could reasonably be considered a light lunch or dinner, and not merely as a snack. The licensee may also, but is not required to, offer a larger menu of food items or have a full-service kitchen.
- (B)

No Class G local liquor licensee may maintain within the licensed premises a bar or lounge area containing more than 25 percent of the total number of seats located within the entire licensed premises.

(Ord. O33-2024, § 8, passed 4/10/24)

Editor's note— Ord. O33-2024, § 8, adopted April 10, 2024, set out provisions intended for use as 119.517. For purposes of clarity, and at the editor's discretion, these provisions have been included as 119.519.

Sec. 119.519.1. - Sales within Self-Service Establishments.

No alcoholic liquor may be sold or offered for sale by a Class Y local liquor licensee except in accordance with the following:

- (A) No customer may serve themselves alcoholic liquor prior to verification of their identification by an employee of the licensee, using state-of-the-art technology.
- (B) Once a customer's identification is verified, the licensee must issue each customer a secure card or wristband encoded with their verification details for access to the alcoholic liquor self-service system.
- (C) Employees of the licensee must regularly monitor the use of all alcoholic liquor self-service systems.
- (D) Employees of the licensee responsible for verification of customer identification, and monitoring of alcoholic liquor self-service systems, must be BASSET-trained in accordance with Section 119.410(C)(1) of this Code.

(Ord. O69-2024, § 3, passed 9/23/24)

Editor's note— Ord. O69-2024, § 3, adopted Sept. 23, 2024, set out provisions intended for use as 119.519. For purposes of clarity, and at the editor's discretion, these provisions have been included as 119.519.1.

Sec. 119.520. - Hours of Business.

- (A) It is unlawful to sell, or offer for sale, at retail any alcoholic liquor, for consumption on the premises, in the City between the hours of 1:00 a.m. and 6:00 a.m. on Monday through Friday, and between the hours of 2:00 a.m. and 6:00 a.m. on Saturday and Sunday, except as follows:
 - (1) Between 1:00 a.m. and 2:00 a.m. on Memorial Day, the 4th of July, Labor Day, Thanksgiving Day, and Christmas Day; and
 - (2) Between 1:00 a.m. and 3:00 a.m. on New Year's Day.
- (B) It is unlawful to sell or offer for sale at retail any alcoholic liquor, in its original package for consumption off the premises, between the hours of midnight and 6:00 a.m. on any day.
- (C)

Licensed premises may remain open for the sale of food or other products during the hours within which the sale of alcoholic liquor is prohibited pursuant to this Section 119.520; except that no alcoholic liquor may be sold to, or consumed by, the public during such hours.

- (D) Notwithstanding any provision of this Chapter to the contrary, alcoholic liquor may be sold at retail in a restaurant or banquet venue at all times authorized pursuant to Section 119.520(A) of this Chapter, including, without limitation, after the time at which the local liquor licensee ceases for that night the sale or service of meals on the premises.

(Ord. O85-2019, § 5, 12/9/19; Ord. O36-2017, § 4, passed 3/13/2017; Ord. O33-2024, § 7, passed 4/10/24)

Sec. 119.525. - Sales to Minors.

- (A) Except as may be permitted pursuant to Chapter 135 of this Code, no person shall sell, give or deliver any alcoholic liquor to any person under the age of 21 years or to any intoxicated person; except that it shall not be a violation of this Section 119.525(A) if the person who sells, gives, or delivers alcoholic liquor to a person under the age of 21 years: (1) is shown, and relies upon, adequate written evidence of the age and identity of the person to whom the alcoholic liquor is sold, given, or delivered; and (2) does not know the written evidence to be false or fraudulent.
- (B) In the event that a local liquor licensee, or agent or employee thereof, believes or has reason to believe that a sale or delivery of alcoholic liquor is prohibited because the prospective recipient is younger than 21 years of age, he or she shall, before making such sale or delivery, demand presentation of a valid, written, positive, government-issued identification containing proof of age.
- (C) It is unlawful for any person to misrepresent his or her age for the purpose of purchasing or obtaining alcoholic liquor in any place in the City at which alcoholic liquor is sold.
- (D) No person under the age of 21 years shall possess, present, or offer false or fraudulent evidence of age or identity for the purpose of purchasing or obtaining any alcoholic beverage.
- (E) No person shall transfer, alter, or deface an identification card, use the identification card of another, carry or use a false or forged identification card, or obtain an identification card by means of false information, for the purpose of purchasing or procuring alcoholic liquor.
- (F) In any place in the City at which alcoholic liquor is sold, there must be displayed at all times, in a prominent place, a printed card, supplied by the City Clerk, that shall read substantially as follows:

WARNING TO PERSONS UNDER TWENTY-ONE

YOU ARE SUBJECT TO A FINE UNDER THE ORDINANCES OF THE CITY OF HIGHLAND PARK IF YOU PURCHASE ALCOHOLIC LIQUOR, OR MISREPRESENT YOUR AGE FOR THE PURPOSE OF PURCHASING OR OBTAINING ALCOHOLIC LIQUOR.

- (G) It is unlawful for any parent or legal guardian who has legal custody and control over a person who is under 18 years of age to permit such person to violate any provision of this Section 119.525.

Sec. 119.530. - Sales by Persons Under Age.

It is unlawful for any local liquor licensee, or manager, agent, employee, or representative thereof, to permit any person less than 21 years of age to sell, serve, prepare, mix, or deliver any alcoholic liquor in any licensed premises; except that employees of on-premises local liquor licensees that are at least 18 years of age may sell, serve, and deliver alcoholic liquor that has been prepared or mixed by a manager or employee of the local liquor licensee that is 21 years of age or older.

Sec. 119.535. - Consumption or Possession of Alcoholic Beverages by Minors.

The consumption, purchase, or possession of alcoholic beverages by any person under 21 years of age is prohibited, except in accordance with and pursuant to (a) Section 119.530 of this Chapter, or (b) Chapter 135 of this Code.

Sec. 119.540. - Sales on Credit.

Except for Class C-1, C-2, and H local liquor licensees with respect to members and registered guests, no local liquor licensee shall sell or furnish alcoholic liquor at retail to any person on credit or on a pass book, or order on a store, or in exchange for any goods, wares or merchandise, or in payment for any services rendered; except that this Section 119.540 shall not be deemed or construed to prohibit payment by credit card.

Sec. 119.545. - Access to Unlicensed Premises.

Except in the case of hotels and clubs, no alcoholic liquor shall be sold at retail upon any premises from which there is direct access to any other portion of the same building or structure that is (a) used for dwelling or lodging purposes, and (b) permitted to be used, or kept accessible, for public use. This Section 119.545 shall not be deemed or interpreted to prohibit any connection between licensed premises and another portion of the building or structure used only by the licensee, his or her family, and personal guests.

Sec. 119.550. - Special Events.

- (A) *General Requirements.* No person, firm, or corporation shall sell, offer for sale, or dispense any alcoholic liquor at a special event located in the City except in compliance with the following:
- (1) The seller shall obtain all liquor licenses required pursuant to this Chapter and the Liquor Control Act;

- (2) No individual shall be permitted to purchase more than two alcoholic beverages at any one time;
 - (3) The quantity of alcoholic liquor within each beverage sold shall not exceed 12 ounces of beer, six ounces of wine, or one and one-half ounces of distilled spirits; and
 - (4) The seller shall comply with all applicable provisions of Chapter 118 of this Code.
- (B) *Licenses*. Notwithstanding any provision of this Chapter to the contrary, no Class C-1, C-2, F, G, R-1, or R-2 local liquor licensee shall be required to obtain an additional local liquor license for the sale of alcoholic liquor at a special event.

(Ord. 75-13, J. 39, p. 230-231, passed 07/22/13)

Sec. 119.555. - Sales Promotions.

- (A) All local liquor licensees shall maintain a schedule of prices for all drinks of alcoholic liquor to be served and consumed on the licensed premises.
- (B) It is unlawful for any local liquor licensee, or any employee or agent thereof, to:
 - (1) Serve two or more drinks of alcoholic liquor at one time to one person for consumption by that one person, except when selling or delivering wine by the bottle or carafe;
 - (2) Sell, offer to sell, or serve to any person an unlimited number of drinks of alcoholic liquor during any set period of time for a fixed price, except at private functions not open to the general public;
 - (3) Sell, offer to sell, or serve any drink of alcoholic liquor to any person on any one date at a reduced price other than that charged to other purchasers of drinks on that day as a promotion to encourage consumption of alcoholic liquor, except as authorized pursuant to Section 119.555(C)(7) of this Chapter;
 - (4) Increase the volume of alcoholic liquor contained in a drink, or the size of a drink of alcoholic liquor, without increasing proportionately the price regularly charged for the drink on that day;
 - (5) Encourage or permit, on the licensed premises, any game or contest which involves drinking alcoholic liquor or the awarding of drinks of alcoholic liquor as prizes for the game or contest on the licensed premises; or
 - (6) Advertise or promote in any way, whether on or off the licensed premises, any of the practices prohibited pursuant to this Section 119.555(B).
- (C) Notwithstanding Section 119.555(B) of this Chapter, a local liquor licensee may:
 - (1) Offer free food or entertainment at any time;
 - (2) Include drinks of alcoholic liquor as part of a meal package;
 - (3) Include drinks of alcoholic liquor as part of a hotel package;

- (4) Negotiate drinks of alcoholic liquor as part of a contract between a hotel or multi-use establishment and another group for the holding of any function, meeting, convention, or trade show;
 - (5) Provide room service to persons renting rooms at a hotel;
 - (6) Sell pitchers (or the equivalent, including, without limitation, buckets), carafes, or bottles of beer or wine which are customarily sold in such quantities and delivered to two or more persons at one time; or
 - (7) Increase the prices of drinks of alcoholic liquor in lieu of, in whole or in part, a cover charge to offset the cost of special entertainment not regularly scheduled at the licensed premises.
- (D) Notwithstanding any provision of this Chapter to the contrary, it is unlawful to sell or serve a bottle of any type of alcoholic liquor, other than beer or wine, to two or more persons at one time for consumption on the premises where sold, except at private functions not open to the public at which ten or more persons are present.

Sec. 119.560. - Giveaways and Tastings.

It is unlawful for any local liquor licensee to give away or otherwise dispense free of charge, by the drink or in any other manner, within the City, an alcoholic beverage with the intent of promoting the sale of an alcoholic beverage; except that an Alcoholic Liquor Tasting licensee may, without charge, give away or otherwise dispense free of charge alcoholic liquor in small and limited amounts for tasting purposes only, immediately prior and incident to the sale of alcoholic liquor in the original package for consumption off the premises pursuant to the terms of the Class S-1, S-2, or Class S-3 local liquor license, and in accordance with the following conditions and limitations:

- (A) The tasting shall be attended and supervised at all times by a full-time or part-time manager or employee of the local liquor licensee;
- (B) The total amount of alcoholic liquor tasted by any one individual may not exceed one ounce of distilled spirits, four ounces of wine, or 16 ounces of beer;
- (C) A Class S-2 local liquor licensee shall not dispense any alcoholic liquor other than beer and wine; and
- (D) The sample shall be served in a container which shall be disposed of following the sampling.

(Ord. O24-2022, § 4, passed 2/28/22)

Sec. 119.561. - Sales by Class W Establishments.

Class W licensees may provide no more than two servings of alcoholic liquor per patron per visit. Neither this Section 119.561 nor the issuance of a Class W liquor license is to be deemed or interpreted to permit Class W licensees to serve alcoholic liquor in violation of Section 119.560 of this Code.

(Ord. O33-2024, § 9, passed 4/10/24)

Sec. 119.565. - Sales by Gasoline Fuel Stations.

No person, firm, or corporation licensed pursuant to this Chapter shall engage in the business of a gasoline fuel station on any portion of any licensed premises.

Sec. 119.570. - Transportation Signage.

Each local liquor licensee, other than Class D, Class F, Class S-1, and Class S-2 licensees, shall post, at a conspicuous place within the licensed premises, a sign displaying the name and telephone number of at least one taxicab or other transportation company that provides transportation services within the City and the surrounding area at all times during which alcoholic liquor may be sold pursuant to Section 119.520 of this Chapter.

Sec. 119.575. - Identification Books.

All local liquor licensees must maintain, at all times on the licensed premises, a federal or state government-issued book or booklet containing a description and depiction of valid identification cards.

Sec. 119.580. - Beer Kegs.

No Beer Keg may be sold in the City except in accordance with this Section 119.580.

(A) *Permit Tags Required.*

- (1) A Permit Tag shall be provided by the Licensee and shall be affixed to each Beer Keg purchased in the City.
- (2) It is unlawful to remove, alter or destroy a Permit Tag.

(B) *Security Deposit.*

- (1) The purchaser of a Beer Keg must pay to the local liquor licensee a security deposit, in the amount set forth in the Annual Fee Resolution.
- (2) The local liquor licensee must retain all security deposits collected in connection with the sale of Beer Kegs in a separate account, and may not commingle the security deposits with any other funds or monies.
- (3) Upon return of the Beer Keg, the local liquor licensee must refund the full amount of the security deposit to the purchaser of the Beer Keg.
- (4) The security deposit for all Beer Kegs that are not returned within 60 days after the date of sale will be forfeited to the local liquor licensee.

(C) *Requirements at Sale.*

- (1) Upon the sale of a Beer Keg, the local liquor licensee must give the purchaser of the Beer Keg an informational pamphlet, to be provided by the Local Liquor Control Commission, regarding the responsible consumption of alcoholic beverages.
 - (2) At the time of sale of a Beer Keg, the local liquor licensee must require the purchaser to sign an acknowledgement, on a form provided by the Local Liquor Control Commission, setting forth the provisions of this Section 119.580. The local liquor licensee must retain the acknowledgement for a period of 90 days after the date of sale.
- (D) *Return of Beer Kegs.* All Beer Kegs must be returned to the local liquor licensee that sold the Beer Keg within 60 days after the date of sale. The local liquor licensee must notify the City Police Department of all Beer Kegs that are not returned within 60 days after the date of sale.
- (E) *Logbook.*
- (1) All local liquor licensees must keep and maintain a logbook of all Beer Kegs sold, which must be available for inspection by the City during normal business hours and which must include, at a minimum, the following information:
 - (a) The date and time of purchase of each Beer Keg; and
 - (b) The address, telephone number, driver's license/state identification number, date of birth, and signature of the party purchasing each Beer Keg.
 - (2) It is unlawful to knowingly make a false statement or a misstatement in the logbook with respect to any of the information required pursuant to Section 119.580 of this Chapter.
- (F) *Beer Kegs Purchased Outside the City.* The purchaser of a Beer Keg that is purchased outside the City but brought into the City must retain proof of purchase of the Beer Keg, which proof of purchase must include, without limitation, the name and address of the seller.
- (G) *Purchaser Liability.* In the event that a Beer Keg is related to, or involved in any way in, the violation of this Chapter by any person, the violation will also be deemed and held to be the act of the purchaser of the Beer Keg, which purchaser is punishable in the same manner as if the violation had been committed by the purchaser itself.

(Ord. O33-2024, § 9, passed 4/10/24)

ARTICLE VI. - ENFORCEMENT

Sec. 119.601. - Violations and Penalties.

(A) *Fines.*

(1)

Any person who violates any provision of this Chapter, who makes a false statement in obtaining a local liquor license pursuant to this Chapter, or who violates a condition of a local liquor license granted pursuant to this Chapter, shall be fined not less than \$150.00 no more than \$1,000.00, plus costs, for the first offense of this Chapter within a 12-month period, not less than \$250.00 nor more than \$1,500.00, plus costs, for the second offense within a 12-month period, and not less than \$500 nor more than \$2,500.00, plus costs, for the third and each subsequent offense within a 12-month period.

- (2) Any violation of this Chapter by any officer, director, manager, or employee of a local liquor licensee shall also be deemed and held to be the act of the licensee, which local liquor licensee shall be punishable in the same manner as if the violation had been committed by the licensee itself.
 - (3) Each day on or during which any person violates any of the provisions of this Chapter shall constitute a separate and distinct offense.
 - (4) All fines and other monetary penalties imposed by the Local Liquor Control Commission shall be remitted to the City and deposited in either the Alcohol Education Fund or the general corporate fund of the City, at the direction of the Local Liquor Control Commission.
- (B) *Suspension and Revocation of Local Liquor License.* The Local Liquor Control Commission may, at its discretion and in accordance with the procedures set forth in Section 119.610 of this Chapter, fine a local liquor licensee, or revoke or suspend any local liquor license issued pursuant to this Chapter, upon the occurrence of any of the following:
- (1) Violation of any provision of this Chapter by a local liquor licensee, or any officer, director, manager, representative, agent or other employee thereof, while (a) engaged in activities in furtherance of the business of the local liquor licensee, or (b) on the licensed premises;
 - (2) Violation of any federal, state, county, or City statute, ordinance, law, rule or regulation pertaining to the sale of alcoholic liquor;
 - (3) Failure to pay any license fee or any tax imposed by any unit of government on alcoholic liquor or the sale thereof;
 - (4) Receipt by the Local Liquor Control Commission of a complaint of the Illinois Department of Revenue pursuant to Section 6-3 of the Liquor Control Act, alleging that the local liquor license has committed a violation of a tax statute administered by such Department;
 - (5) Issuance of a false statement in connection with obtaining a local liquor license pursuant to this Chapter;
 - (6) Violation of a condition of a local liquor license granted pursuant to this Chapter;
 - (7) Conviction of the applicant, or any officer, director, manager, or shareholder thereof, of a felony pursuant to any federal or state law; or
 - (8)

Any change regarding a local liquor licensee, or regarding any existing or new partner, officer, director, manager, or shareholder thereof, that causes the local liquor licensee to be ineligible for a local liquor license pursuant to this Chapter.

(C) *Additional Penalties.* In addition to, or in lieu of, the penalties available pursuant to Sections 119.601(A) and 119.601(B) of this Chapter, the Local Liquor Control Commission shall have the right, but not the obligation, to:

- (1) Require the local liquor licensee to reimburse the City for its third-party costs, including attorneys' fees, incurred in connection with the enforcement action before the Local Liquor Control Commission;
- (2) Impose a penalty of community service and/or a penalty of probation; and/or
- (3) Require the local liquor licensee to reimburse the City for the cost of publication, in a newspaper of general circulation in the City, of a public safety announcement that advocates for the safe and responsible service, possession, and consumption of alcoholic liquor.

Sec. 119.605. - Enforcement Procedure.

- (A) *Enforcement Against Violator.* All alleged violations of this Chapter shall be adjudicated by either the Administrative Hearing Officer, in accordance with Chapter 38 of this Code, or by a court of competent jurisdiction. The City shall determine, in its sole discretion, whether to adjudicate each alleged violation of this Chapter through the Administrative Hearing Office or through a court of competent jurisdiction.
- (B) *Enforcement Against Local Liquor Licensee.* The Local Liquor Control Commission may conduct a hearing in accordance with Section 119.610 of this Chapter regarding any action to be taken or penalty to be imposed against a local liquor licensee for a violation of this Chapter that occurs at the licensed premises under the control of the local liquor licensee.

Sec. 119.610. - Local Liquor Control Commission Hearings.

- (A) Except as provided in Section 119.620 of this Chapter, no local liquor license shall be revoked or suspended, and no fines shall be assessed against a local liquor licensee pursuant to Section 119.605(B) of this Chapter, except after a public hearing held by the Local Liquor Control Commission in accordance with the following provisions:
- (1) Written notice of the date, time, and place of, and the general reasons for, the hearing shall be transmitted to the local liquor licensee at the licensed premises by personal service, if possible, and/or by certified United States mail, affording the local liquor licensee an opportunity to appear and defend.
 - (2)

No public hearing authorized by this Section 119.610 may be conducted less than three days prior to receipt by the local liquor licensee of the notice required pursuant to Section 119.610(A)(1) of this Chapter.

- (3) The Local Liquor Control Commission shall hold the hearing at the date, time and place set forth in the notice, and shall give the licensee an opportunity to be heard.
- (B) The Local Liquor Control Commissioner may, upon a reasonable belief that any continued operation of a particular licensed premises will immediately threaten the welfare of the community, order a licensed premises closed for not more than seven days, pending a hearing on the suspension or revocation of the local liquor license: (1) upon the issuance of a written order stating the reason for such conclusion; and (2) without notice or hearing, but with the consent of the members of the Local Liquor Control Commission. Any order issued pursuant to this Section 119.610(B) shall include the notice of public hearing required pursuant to Section 119.610(A)(1) of this Chapter. If the local liquor licensee is also engaged in the conduct of another business on the licensed premises, the order issued pursuant to this Section 119.610(B) shall not be applicable to the other business.
- (C) Within 14 days of the public hearing, the Local Liquor Control Commission shall issue a written order setting forth any penalties to be assessed against or imposed upon the local liquor licensee, and the reasons therefor. A copy of the written order shall be served upon the local liquor licensee by personal service or by certified United States mail.

Sec. 119.615. - Appeals.

- (A) Pursuant to Section 7-9 of the Liquor Control Act, all appeals of orders or actions of the Local Liquor Control Commission shall be made to the Illinois Liquor Control Commission.
- (B) Appeals to the Illinois Liquor Control Commission from an order or action of the Local Liquor Control Commissioner shall be limited to a review of the official record of the proceedings before the Local Liquor Control Commission, in accordance with City Resolution No. R14-95. In the event of such an appeal, the Local Liquor Control Commissioner shall file, or cause to be filed, with the Illinois Liquor Control Commission a certified official record, taken and prepared by a certified court reporter or certified shorthand reporter, of the hearing before the Local Liquor Control Commission, within five days after receipt of notice of such appeal and upon payment by the appellant of the cost of the certified official record.

Sec. 119.620. - Automatic Revocation.

Notwithstanding any provision of this Chapter to the contrary, a local liquor license shall be terminated, automatically and without a public hearing, upon the conviction of the local liquor licensee, or any officer, director, manager, partner, or shareholder thereof, by any court of law or by the City Administrative Hearing Office of a willful violation of any of the provisions of the Liquor Control Act.

Sec. 119.625. - Forfeiture of Fees.

Upon revocation of a local liquor license by the Local Liquor Control Commission pursuant to this Article VI, all fees paid by the local liquor licensee pursuant to this Chapter shall be forfeited.

APPLICATION FOR LICENSE FOR RETAIL SALE OF LIQUOR UNDER HIGHLAND PARK LIQUOR ORDINANCE

[Please see City Code Section 119.305 for more information.](#)

Non Refundable Renewal Application Fee \$100 _____ Late Fee \$350 _____

Brand New Business Non-Refundable Application Fee \$250 _____

Please check the class for which application is made.

<u>CLASS</u>	<u>AMOUNT</u>	
___ A	\$2,500	RETAIL SALE OF ALCOHOLIC LIQUOR BY ART STUDIOS, FOR CONSUMPTION ON THE PREMISES WHERE SOLD ONLY. THE SALE OF ALCOHOLIC LIQUOR PURSUANT TO A CLASS A LICENSE IS PERMITTED ONLY TO PARTICIPANTS IN ARTS PROGRAMS OR CLASSES OPERATED BY THE STUDIO, AND ONLY IN CONNECTION WITH THE SERVICE OF FOOD.
___ B	\$3,820	RETAIL SALE OF ALCOHOLIC LIQUOR, IN ORIGINAL PACKAGE, FOR CONSUMPTION OFF THE PREMISES WHERE SOLD AND FOR ON-PREMISES CONSUMPTION, IN NANO-BREWERIES, NANO-DISTILLERIES, NANO-MEADERIES, AND NANO-WINERIES.
___ C-1	\$1,500	NOT-FOR-PROFIT CLUBS ON LAND AT LEAST TEN ACRES, WITH AN ANNUAL MEMBER DUES OF MORE THAN \$100, FOR CONSUMPTION ON THE PREMISES WHERE SOLD ONLY AND FOR CONSUMPTION OFF THE PREMISES WHERE SOLD ONLY IN THE ORIGINAL PACKAGE AND NOT FOR CONSUMPTION ON THE PREMISE, OR ONLY CORPORATE ENTITIES ORGANIZED UNDER THE LAWS OF THE STATE OF ILLINOIS SOLELY FOR THE PROMOTION OF MUSICAL PERFORMANCE MAINTAINED BY MEMBERS THROUGH THE PAYMENT OF ANNUAL DUES WHERE ALCOHOL SALES ARE INCIDENTAL AND COMPLEMENTARY TO THE SALE AND SERVICE OF FOOD.
___ C-2	\$250	NOT-FOR-PROFIT CLUBS ORGANIZED PRIMARILY FOR CHARITABLE, SERVICE OR FRATERNAL PURPOSES, FOR CONSUMPTION ON PREMISES ONLY.
___ D	\$35	NON-PROFIT EDUCATIONAL, POLITICAL, CIVIC, FRATERNAL, RELIGIOUS OR OTHER ORGANIZATIONS AT A SPECIAL EVENT, NOT VALID FOR A PERIOD EXCEEDING 48 CONSECUTIVE HOURS, FOR CONSUMPTION WITHIN THE AREA SPECIFICALLY DESIGNATED IN LICENSE ONLY.
___ F	\$1,750	CONCESSIONAIRES SANCTIONED BY A CLASS RF LICENSEE, FOR CONSUMPTION ON THE PREMISES ONLY.
___ G	\$1,750	RETAIL SALE OF ALCOHOLIC LIQUOR AT, AND BY THE PROPRIETOR OF, ACTIVE SPORTS FACILITIES, WHERE THE SALE OF ALCOHOLIC LIQUOR IS INCIDENTAL AND COMPLEMENTARY TO THE ACTIVE SPORTS FACILITIES AND SERVICES.
___ H	\$4,000	HOTEL, WHETHER FOR CONSUMPTION OR IN ORIGINAL PACKAGE, TO GUESTS OF THE HOTEL OR WITHIN COMMON AREAS, MARKET PLACES, RESTAURANTS, BARS, AND LOUNGES OF THE HOTEL DESIGNATED FOR CONSUMPTION OF FOOD/BEVERAGES.
___ PD	\$350	PROPERTIES OWNED OR CONTROLLED AND OPERATED BY PARK DISTRICTS, FOR CONSUMPTION ON THE PREMISES ONLY.
___ Q	\$1,550	ALCOHOL SALES IN CONNECTION WITH PRIVATE FUNCTION NOT OPEN TO GENERAL PUBLIC, INCIDENTAL AND COMPLEMENTARY TO THE SALE OF FOOD, ON PREMISES OWNED AND OPERATED IN COMMON WITH A RESTAURANT WITHIN 500 FEET OR IN THE SAME BUILDING, FOR CONSUMPTION ON PREMISES ONLY.
___ R-1	\$2,580	RESTAURANTS AND BANQUET VENUES, FOR ALL ALCOHOLIC LIQUOR, INCIDENTAL AND COMPLEMENTARY TO THE SALE AND SERVICE OF FOOD, FOR CONSUMPTION ON THE PREMISES ONLY.
___ R-2	\$1,550	RESTAURANTS AND BANQUET VENUES, BEER AND WINE ONLY, INCIDENTAL AND COMPLEMENTARY TO SALE AND SERVICE OF FOOD, FOR CONSUMPTION ON THE PREMISES ONLY.
___ RS-1	\$3,820	RESTAURANTS, FOR ALL ALCOHOLIC LIQUOR, INCIDENTAL AND COMPLEMENTARY TO THE SALE AND SERVICE OF FOOD, FOR CONSUMPTION ON THE PREMISES ONLY AND SALE OF BEER AND WINE ONLY IN ORIGINAL PACKAGE, FOR CONSUMPTION OFF THE PREMISES.

___ RF	\$1,500	NOT-FOR-PROFIT ENTITIES ORGANIZED FOR THE PUBLIC PRESENTATION OF MUSICAL ART, TO PERMIT SALE OF ALCOHOLIC LIQUOR BY CONCESSIONAIRES WITH CLASS F LICENSES FOR CONSUMPTION ON THE PREMISES, AND TO PERMIT BUSINESS INVITEES TO CARRY PREVIOUSLY PURCHASED ALCOHOLIC BEVERAGES ONTO THE LICENSED PREMISES.
___ S-1	\$2,580	PACKAGE STORES - SALE OF ALL ALCOHOLIC LIQUOR IN ORIGINAL PACKAGE, FOR CONSUMPTION OFF THE PREMISES ONLY. (THIS LICENSE ALLOWS FOR ALCOHOLIC LIQUOR TASTING)
___ S-2	\$1,550	PACKAGE STORES - SALE OF BEER AND WINE ONLY IN ORIGINAL PACKAGE, FOR CONSUMPTION OFF THE PREMISES ONLY. (THIS LICENSE ALLOWS FOR ALCOHOLIC LIQUOR TASTING)
___ S-3	\$3,820	PACKAGE STORES – SALE OF ALCOHOLIC LIQUOR BY TASTING SHOPS; MUST BE IN EITHER THE ORIGINAL PACKAGE FOR CONSUMPTION OFF THE PREMISES WHERE SOLD; OR RETAIL SALE OF ALCOHOLIC LIQUOR FOR ON-PREMISES CONSUMPTION IN AN ACCESSORY TASTING ROOM THAT IS INCIDENTAL TO THE PURCHASE OF ALCOHOLIC LIQUOR FOR OFF-PREMISES CONSUMPTION. (THIS LICENSE ALLOWS FOR ALCOHOLIC LIQUOR TASTING)
___ SP	\$500	RETAIL SALE OF ALCOHOLIC LIQUOR IN CONNECTION WITH SPORTING EVENTS FOR WHICH THE PUBLIC IS ABLE TO PURCHASE TICKETS TO ATTEND, FOR CONSUMPTION ON THE PREMISES WHERE SOLD ONLY AND BY A CONCESSIONAIRE, WHERE THE CONCESSION IS AFFORDED OR SANCTIONED BY EITHER THE CITY OR FOR WHICH A CLASS C-1 LICENSE HAS BEEN ISSUED, A CLASS PD LICENSE HAS BEEN ISSUED OR A CLASS RF LICENSE HAS BEEN ISSUED. LICENSE VALID ONLY FOR SPECIFIC DATES OF THE SPORTING EVENT.
___ T	\$2,500	RETAIL SALE OF ALCOHOLIC LIQUOR WITHIN THE PREMISES FOR WHICH THE PRINCIPAL USE IS EITHER INDOOR MOTION PICTURE THEATER OR LIVE STAGE PERF. THEATER FOR CONSUMPTION ONLY ON THE PREMISES WHERE SOLD.
___ U	\$2,580	ACCESSORY USE OF A LICENSED PREMISES, FOR ALL ALCOHOLIC LIQUOR, INCIDENTAL AND COMPLEMENTARY TO THE SALE AND SERVICE OF FOOD AS A LIGHT MEAL, NOT MERELY AS A SNACK
___ V	\$2,580	RETAIL SALE OF ALCOHOLIC LIQUOR ONLY AT A PRIVATE EVENT NOT OPEN TO THE PUBLIC BY CATERERS THAT MAINTAIN A FOOD PREPARATION KITCHEN WITHIN THE CITY OF HIGHLAND PARK
___ W*	\$500	AUTHORIZES A BUSINESS TO GIVE AWAY ALCOHOL LIQUOR TO ITS PATRONS FOR ON-SITE CONSUMPTION. THE PROVISION OF ALCOHOLIC LIQUORS MUST BE INCIDENTAL AND COMPLEMENTARY TO THE PRIMARY BUSINESS OPERATIONS (SALONS, JEWELRY STORE). LIMITED TO TWO SERVINGS PER PERSON.
___ X-1*	\$500	AUTHORIZES THE RETAIL SALE OF ALCOHOLIC LIQUOR FOR CONSUMPTION ON PREMISE, BY AN EXISTING BUSINESS ESTABLISHMENT, FOR A PERIOD OF NO MORE THAN 20 DAYS PER CALENDAR YEAR. THIS WOULD ALLOW A BUSINESS TO HAVE POP-UP EVENTS ON PREMISE AT AN EXISTING BUSINESS; NO MORE THAN 20 DAYS PER CALENDAR YEAR.
___ X-2*	\$1,500	AUTHORIZES THE RETAIL SALE OF ALCOHOLIC LIQUOR FOR CONSUMPTION ONLY ON PREMISE, BY AN EXISTING BUSINESS ESTABLISHMENT, FOR A PERIOD OF NO MORE THAN CONSECUTIVE 90 DAYS PER CALENDAR YEAR. THIS WOULD ALLOW AN ESTABLISHED BUSINESS TO HOLD A POP-UP EVENT FOR 90 DAYS, CONSECUTIVELY, WITHIN A CALENDAR YEAR.
___ BYOB*	\$500	AUTHORIZES ON-SITE CONSUMPTION WITHIN A BUSINESS ESTABLISHMENT OF ALCOHOLIC LIQUOR WHICH HAS BEEN BROUGHT TO THE ESTABLISHMENT PREMISES BY A PATRON.
___ Y	\$2,580	AUTHORIZES THE RETAIL SALE OF ALCOHOLIC LIQUOR AT SELF-SERVICE ESTABLISHMENTS AT WHICH CUSTOMERS MAY SERVE THEMSELVES ALCOHOLIC LIQUOR FROM SELF-SERVICE DISPENSING MACHINES. MUST BE INCIDENTAL AND COMPLEMENTARY TO THE SALE & SERVICE OF FOOD, AND CONSUMED ONLY ON THE PREMISES WHERE SOLD.

*REQUIREMENTS FOR BACKGROUND AND FINGERPRINTING ARE WAIVED, BUT LICENSEES ARE REQUIRED TO SUBMIT LIQUOR LIABILITY INSURANCE AND LIST OF BASSET TRAINED EMPLOYEES.

Current License Classifications	No. Of Licenses Issued	Current License Fees	Projected Revenues 2026
Class A	0	\$ 2,500.00	\$ -
Class B	0	\$ 3,820.00	\$ -
Class C-1	4	\$ 1,500.00	\$ 6,000.00
Class C-2	1	\$ 250.00	\$ 250.00
Class D	Multiple (Non-Profit Event License)	\$ 35.00	N/A
Class F	1	\$ 1,750.00	\$ 1,750.00
Class G	1	\$ 1,750.00	\$ 1,750.00
Class H	1	\$ 4,000.00	\$ 4,000.00
Class PD	0	\$ 350.00	\$ -
Class Q	0	\$ 1,550.00	\$ -
Class R-1	24	\$ 2,580.00	\$ 61,920.00
Class R-2	2	\$ 1,550.00	\$ 3,100.00
Class RS-1	5	\$ 3,820.00	\$ 19,100.00
Class RF	1	\$ 1,500.00	\$ 1,500.00
Class S-1	10	\$ 2,580.00	\$ 25,800.00
Class S-2	3	\$ 1,550.00	\$ 4,650.00
Class S-3	1	\$ 3,820.00	\$ 3,820.00
Class SP	0	\$ 500.00	\$ -
Class T	0	\$ 2,500.00	\$ -
Class U	0	\$ 2,580.00	\$ -
Class V	0	\$ 2,580.00	\$ -
Class W	1 (Pending)	\$ 500.00	\$ 500.00
Class X-1	0	\$ 500.00	\$ -
Class X-2	0	\$ 1,500.00	\$ -
Class BYOB	0	\$ 500.00	\$ -
Class Y	1	\$ 2,580.00	\$ 2,580.00

FY2026 Actuals \$ 15,168
 FY2025 Actuals \$ 149,943
 FY2024 Actuals \$ 137,053

26 Different Classifications

\$ 136,720.00

(doesn't include Class D licenses or renewal/application fees)

Proposed License Classifications	No. of Licenses Issued (2026)	Proposed License Fees (2027)	Total Projected Revenue (2027)	CPI Increase for 2028 ~(2%)	2028 Projected Revenue	CPI Increase for 2029 ~(2%)	2029 Projected Revenue	CPI Increase for 2030 ~(2%)	2030 Projected Revenue	CPI Increase for 2031 ~(2%)	2031 Projected Revenue	CPI Increase for 2032 ~(2%)	2032 Projected Revenue	
Class B	0	\$ 3,500	\$ -	\$ 3,570	\$ -	\$ 3,641	\$ -	\$ 3,714	\$ -	\$ 3,789	\$ -	\$ 3,864	\$ -	Would hit current license fee in 2032
Class C	5	\$ 1,500	\$ 7,500	\$ 1,530	\$ 7,650	\$ 1,561	\$ 7,803	\$ 1,592	\$ 7,959	\$ 1,624	\$ 8,118	\$ 1,656	\$ 8,281	
Class D	Multiple	\$ 35	Varies	\$ 36		\$ 36		\$ 37		\$ 38		\$ 39		
Class F	1	\$ 1,650	\$ 1,650	\$ 1,683	\$ 1,683	\$ 1,717	\$ 1,717	\$ 1,751	\$ 1,751	\$ 1,786	\$ 1,786	\$ 1,822	\$ 1,822	Would hit current license fee in 2030
Class G	1	\$ 1,650	\$ 1,650	\$ 1,683	\$ 1,683	\$ 1,717	\$ 1,717	\$ 1,751	\$ 1,751	\$ 1,786	\$ 1,786	\$ 1,822	\$ 1,822	Would hit current license fee in 2030
Class H	1	\$ 4,000	\$ 4,000	\$ 4,080	\$ 4,080	\$ 4,162	\$ 4,162	\$ 4,245	\$ 4,245	\$ 4,330	\$ 4,330	\$ 4,416	\$ 4,416	
Class PD	0	\$ 350	\$ -	\$ 357	\$ -	\$ 364	\$ -	\$ 371	\$ -	\$ 379	\$ -	\$ 386	\$ -	
Class R	26	\$ 2,000	\$ 52,000	\$ 2,040	\$ 53,040	\$ 2,081	\$ 54,101	\$ 2,122	\$ 55,183	\$ 2,165	\$ 56,286	\$ 2,208	\$ 57,412	Would hit current license fee in 2040 (for R-1 license holders)
Class RS-1	5	\$ 3,500	\$ 17,500	\$ 3,570	\$ 17,850	\$ 3,641	\$ 18,207	\$ 3,714	\$ 18,571	\$ 3,789	\$ 18,943	\$ 3,864	\$ 19,321	Would hit current license fee in 2032
Class RF	1	\$ 1,500	\$ 1,500	\$ 1,530	\$ 1,530	\$ 1,561	\$ 1,561	\$ 1,592	\$ 1,592	\$ 1,624	\$ 1,624	\$ 1,656	\$ 1,656	
Class S	13	\$ 2,000	\$ 26,000	\$ 2,040	\$ 26,520	\$ 2,081	\$ 27,050	\$ 2,122	\$ 27,591	\$ 2,165	\$ 28,143	\$ 2,208	\$ 28,706	Would hit current license fee in 2040 (for S-1 license holders)
Class TS	1	\$ 3,500	\$ 3,500	\$ 3,570	\$ 3,570	\$ 3,641	\$ 3,641	\$ 3,714	\$ 3,714	\$ 3,789	\$ 3,789	\$ 3,864	\$ 3,864	Would hit current license fee in 2032
Class LP	0	\$ 2,100	\$ -	\$ 2,142	\$ -	\$ 2,185	\$ -	\$ 2,229	\$ -	\$ 2,273	\$ -	\$ 2,319	\$ -	Would hit current license fee for Class T in 2036
Class U	0	\$ 2,500	\$ -	\$ 2,550	\$ -	\$ 2,601	\$ -	\$ 2,653	\$ -	\$ 2,706	\$ -	\$ 2,760	\$ -	Would hit current license fee in 2029
Class V	0	\$ 2,500	\$ -	\$ 2,550	\$ -	\$ 2,601	\$ -	\$ 2,653	\$ -	\$ 2,706	\$ -	\$ 2,760	\$ -	Would hit current license fee in 2029
Class W	1 (Pending)	\$ 500	\$ 500	\$ 510	\$ 510	\$ 520	\$ 520	\$ 531	\$ 531	\$ 541	\$ 541	\$ 552	\$ 552	
Class X-1	0	\$ 500	\$ -	\$ 510	\$ -	\$ 520	\$ -	\$ 531	\$ -	\$ 541	\$ -	\$ 552	\$ -	
Class X-2	0	\$ 1,500	\$ -	\$ 1,530	\$ -	\$ 1,561	\$ -	\$ 1,592	\$ -	\$ 1,624	\$ -	\$ 1,656	\$ -	
BYOB	0	\$ 500	\$ -	\$ 510	\$ -	\$ 520	\$ -	\$ 531	\$ -	\$ 541	\$ -	\$ 552	\$ -	
Class Y	1	\$ 2,500	\$ 2,500	\$ 2,550	\$ 2,550	\$ 2,601	\$ 2,601	\$ 2,653	\$ 2,653	\$ 2,706	\$ 2,706	\$ 2,760	\$ 2,760	Would hit current license fee in 2029
TOTAL			\$ 118,300		\$ 120,666		\$ 123,079		\$ 125,541		\$ 128,052		\$ 130,613	