



Monday, February 2, 2026
Liquor Control Commission Special Meeting Agenda

PUBLIC NOTICE - in accordance with the applicable statutes of the state of Illinois and Ordinances of the Village of Wheeling, notice is hereby given that the Special Meeting of the Wheeling Liquor Control Commission will be held in the Board Room, Wheeling Village Hall, 2 Community Boulevard, Wheeling, Illinois, at 6:30 PM, during which meeting it is anticipated there will be discussion and consideration of and, if so determined, action upon the matters contained in the following agenda.

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Roll Call**

4. **Approval of Minutes**

A. Approval of Minutes of a Special Meeting of December 15, 2025

B. Approval of Minutes of a Special Meeting of January 5, 2026

5. **Citizen Concerns & Comments**

Municipal Code 2.03.060(b) Subjects of Orders of Business. Citizen Concerns and Comments. Members of the public may address the committee with comments regarding only those items that are relevant to village business. Issues relevant to Village business are defined to mean information about Village events; issues that the public body has the authority to address; items listed on the agenda; and items or issues previously voted on by the Village Board or that the Village Board has the authority to consider or vote on in the future. No citizen shall speak for more than five minutes without consent of the committee. The village president shall strictly restrain comments and questions to matters that are relevant to village business and shall not permit repetitious comments or arguments. Members of the general public who wish to address the board must sign the request to speak form prior to the commencement of the public meeting.

6. **New Business**

All Listed Items for Discussion and Possible Action

A. Consideration of a Request for a Class I Liquor License from Saint Joseph the Worker Parish for an Event to Be Held on February 20 and 27 and March 6, 13, 20, and 27, 2026

7. **Old Business**

8. **Executive Session**

9. **Action on Executive Session Items**

10. **Adjournment**

REGULAR meetings will be televised on channels 17 and 99. If you would like to attend a Village meeting but require an auxiliary aid such as a sign language interpreter, call 847-499-9085 AT LEAST 72 HOURS PRIOR TO THE MEETING. To view the full agenda packet, visit <https://wheelingil.portal.civicclerk.com/>.



MEMORANDUM

DATE: February 2, 2026
FROM: Martin Seay, Administrative Assistant
SUBJECT: Consideration of a Request for a Class I Liquor License from Saint Joseph the Worker Parish for an Event to Be Held on February 20 and 27 and March 6, 13, 20, and 27, 2026
DOLLAR AMOUNT:
BUDGETED: No
BUDGET SOURCE:
RECOMMENDED ACTION:
STRATEGIC PLAN THEME:

EXECUTIVE SUMMARY

On Monday, February 2, the Liquor Control Commission will consider a request from Saint Joseph the Worker Parish for a Class I (nonprofit special event) liquor license relative to the church's annual Fish Fry event scheduled to take place on Fridays during Lent (i.e., February 20 and 27 and March 6, 13, 20, and 27). As in previous years, the event will take place indoors at the church's social hall at 181 West Dundee Road.

MEMO

Saint Joseph the Worker Parish has requested a Class I (nonprofit special event) liquor license to sell and serve alcoholic beverages at a six-day Fish Fry event to be held from 4–9 p.m. on Fridays during Lent at the church's social hall at 181 West Dundee Road. The church expects the event to be attended by approximately 75–100 people per night, although all attendees are unlikely to be present at the same time during the event's five-hour duration each Friday.

Alcoholic beverage service and consumption will take place indoors at the social hall, and all alcoholic beverages will be served—and all identification will be checked—by BASSET-certified church staff and volunteers. The church has provided proof of liquor liability insurance for this event, has paid the \$300 fee (i.e., \$50 per day) associated with the liquor license application, and has provided proof of BASSET certification for all servers. As such, if the Commission looks favorably on this request, staff is able to recommend approval without conditions.

If you have questions or concerns regarding the Class I liquor license application from Saint Joseph the Worker Parish, please let me know.

VILLAGE OF WHEELING

Description of Event for which liquor license is sought

As the person responsible for organizing this event, please provide a detailed summary of the following:

Event Date(s): 2/20, 2/27, 3/6, 3/13, 3/20, 3/27
Event Hours: 4pm to 9pm

Brief Description of Event Location: It will be held at our social Hall

If the event will be held outdoors, or will involve a substantial change in the day-to-day operations of the location where the event will be held, please attach a diagram of the site that clearly indicates where alcohol will be stored, served, and consumed.

Brief Description of Event Alcohol Service: Beer and wine and by bartenders

Description should specify what alcohol will be served, who will serve it, and where it will be consumed.

Estimated Number of Event Participants: around 75 to 100 throughout the evening

Class I

~ Not-for-Profit Special Event ~

CLASS I licenses shall authorize the retail sale of alcoholic beverages for consumption on the premises only, for a limited time, subject to the following:

Conditions and qualifications: A Class I license shall be issued only to a charitable or not-for-profit corporation for use at a fund-raising picnic, carnival, celebration or other public affair. Every such license shall be issued in the name of the organization.

Limitations: A Class I license shall be issued for a period not to exceed six days; each organization and each resident of the village shall be limited to three Class I licenses in any calendar year; the holder of a Class I license shall submit in writing to the village manager no later than thirty days prior to the scheduled special event a detailed summary of the special event, including the date, hours during which alcohol will be served or sold, location of the special event and approximate number of participants, as well as proof that the required insurance has been obtained; no Class I license shall be issued without the approval of the commission of the village and may be limited to the sale of only beer or wine. Video gaming as defined under the Illinois Video Gaming Act 230 ILCS 40/1 et seq. shall not be allowed in a Class I licensed premises, unless the owner of the premises where the special event is held already holds a valid gaming license in the village.

PLEASE NOTE THAT IN ADDITION TO THE CONDITIONS AND QUALIFICATIONS SPECIFIC TO THIS LICENSE CLASS, ALL WHEELING LIQUOR LICENSE HOLDERS MUST COMPLY WITH ALL PROVISIONS OF THE WHEELING MUNICIPAL CODE, AND ARE RESPONSIBLE FOR BEING FAMILIAR WITH THOSE PROVISIONS.