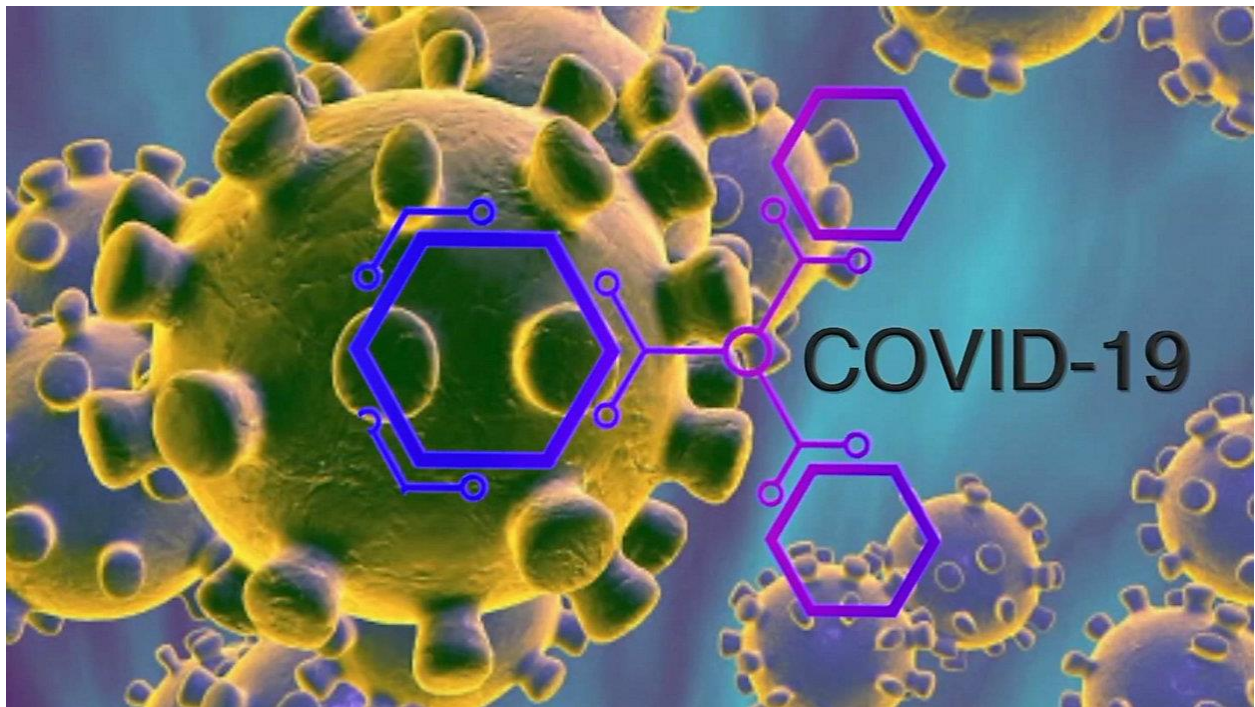






**CITY MANAGER
EXECUTIVE ORDER 2020-12
SEMIANNUAL LIQUOR LICENSE
PAYMENT EXTENSION**




May 26, 2020



Tari Renner, Mayor



Tim Gleason, City Manager



Mboka Mwilambwe, Mayor Pro Tem

§ 12.1 INTRODUCTION

Under the City Code, liquor license fees may be paid either annually by December 1 or semiannually paid by June 1 and December 1. To account for the hardships created on many liquor license establishments by the COVID-19 pandemic, this Executive Order extends the time for payment of the semi-annual liquor license fee.

§ 12.2 AUTHORITY

On March 26, 2020, the City Council approved an Ordinance Declaring Local Emergency due to the COVID-19 Virus & Enacting Various Emergency Measures. Section 2(C) of that Ordinance authorizes the City Manager to address licensing issues, upon concurrence with the Mayor and Mayor Pro Tem.

§ 12.3 SEMIANNUAL PAYMENT EXTENSION

For establishments who pay their liquor license fees on a semi-annual payment schedule, the deadline for payment and submission of proof of current dram shop insurance and other required documentation, is hereby extended to June 29, 2020 from June 1, 2020. Licensed establishments that will not operate until after July 1, 2020 please see Section 12.4.

§ 12.4 LIQUOR ESTABLISHMENTS ON SEMIANNUAL PAYMENT SCHEDULES NOT OPERATING

If a licensed establishment is on a semiannual payment schedule and is not operating due to the COVID-19 pandemic and orders of the Governor, the licensed establishment may file an affidavit with the City Clerk by June 29, 2020 in lieu of making their semiannual license payment. All licensed establishments having completed affidavits must pay their liquor license fees and update all required insurance and other documentation with the City Clerk within 10-days of customers/patrons being allowed to “dine-in” regardless of capacity restrictions. Note, all licensed establishments must have paid all liquor license fees and updated all required insurance and other documentation with the City Clerk prior to beginning any means of alcohol service (i.e., through outside seating, beer garden, curbside, delivery, etc.).

§ 12.5 VIOLATIONS

Failure to pay and file as required by either Sections 12.3 or 12.4 shall result in revocation or suspension of the establishment’s liquor license, as well as potential per diem fines.



HEALTH OFFICIAL RECOMMENDATIONS

1. Practice social distancing;
2. Washing your hands often;
3. Avoid touching your eyes, nose and/or mouth with unwashed hands;
4. Avoid contact with sick people;
5. Stay home if you are sick;
6. Cover your mouth/nose with a tissue or sleeve when coughing or sneezing; and
7. Clean and disinfect frequently touched objects and surfaces.

For more information on COVID-19 and related health information, please visit the following websites:

www.cdc.gov

dph.illinois.gov

health.mcleancountyil.gov

§ 12.6 EFFECTIVENESS

This Executive Order 2020-12 shall be effective immediately and in effect through September 1, 2020.