

# VILLAGE OF HOMEWOOD



**BOARD AGENDA MEMORANDUM**

**DATE OF MEETING: March 24, 2026**

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**To:** Village President and Board of Trustees

**Through:** Napoleon Haney, Village Manager

**From:** Amy Zukowski, Finance Director

**Topic:** Amendment to Municipal Code – BASSET Training Requirement

## **PURPOSE**

Staff requests that the Village Board approve an amendment to Chapter 4 of the Homewood Municipal Code concerning BASSET training. The amendment would require BASSET certification under all liquor license classes. Currently, Class 6 and Class 11 are excluded from this requirement.

## **PROCESS**

*What is BASSET certification?*

Beverage Alcohol Seller and Servers Education and Training (BASSET) is a mandatory safety certification program in Illinois for anyone selling or serving alcohol. It teaches responsible service, ID verification, and alcohol laws to prevent intoxication and underage drinking. The certification is required by the Illinois Liquor Control Commission (ILCC) for on-premise servers and is valid for three (3) years. The requirement for BASSET certification was first added to the Homewood Municipal Code in 2010 and later updated in 2015.

*Municipal Code Update*

The current language in Chapter 4, Section 4-137 of the Homewood Municipal Code requires BASSET certification for all liquor classes *except* licensees that are issued a Class 6 or Class 11 license. A Class 6 special license allows nonprofit organizations to sell alcohol at events, and a Class 11 market license allows the sale and sampling of beer and wine during a seasonal market.

This amendment will require that at least one individual with BASSET certification be present at all times during an event where alcohol is served through a Class 6 (special license), Class 6A (special use permit), or Class 11 (market license). This individual will also be responsible for supervising all persons who are serving alcohol. The Class 6A special use permit allows non-Homewood, State of Illinois-licensed businesses to sell alcohol at events that are located on property which is owned by a unit of local government.

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## **OUTCOME**

Amending the codebook language will make the requirement to have a BASSET certificate holder on-site when serving alcohol consistent across all liquor classes.

## **FINANCIAL IMPACT**

- **Funding Source:** N/A
- **Budgeted Amount:** N/A
- **Cost:** N/A

## **LEGAL REVIEW**

Completed

## **RECOMMENDED BOARD ACTION**

Pass an ordinance amending the language in Chapter 4 of the Homewood Municipal Code to remove the exception for BASSET training from Class 6 and Class 11 licenses and add language to require at least one BASSET certified individual be present during events where alcohol is served in order to be consistent across all liquor classes.

## **ATTACHMENT(S)**

Ordinance