

**AGENDA  
CITY OF ST. CHARLES  
GOVERNMENT OPERATIONS COMMITTEE  
ALD. MAUREEN LEWIS, CHAIR**

**MONDAY, NOVEMBER 18, 2019  
IMMEDIATELY FOLLOWING THE CITY COUNCIL MEETING  
CITY COUNCIL CHAMBERS – 2 EAST MAIN STREET**

- 1. Call to Order**
- 2. Roll Call**
- 3. Administrative**
  - a. Fuel Tax Receipts September, 2019 – Information Only
- 4. Omnibus Vote**

Items with an asterisk (\*) are considered to be routine matters and will be enacted by one motion. There will be no separate discussion on these items unless a council member/citizen so requests, in which event the item will be removed from the consent agenda and considered in normal sequence on the agenda.
- 5. Police Department**
  - a. Recommendation to approve An Ordinance Amending Title 5 “Business Licenses and Regulations”, Chapter 5.08 “Alcoholic Beverages”; Sections 5.08.090 “License Classifications”; 5.08.100 “License Fees; Late Night Fees; Fees Established”. And 5.08.130 “License – Hours of Sale” of the St. Charles Municipal Code. (D-11 Theater License)
  - b. Recommendation to approve a Proposal for a new Class D-11 Liquor License Application for the Charlestowne Theatre located at 2740 E Main Street, St. Charles.
  - c. Recommendation to approve a Proposal for a new Class B Liquor License Application for House of Tokyo Two Corporation dba House of Tokyo located at 2762 E Main Street, St. Charles.
- 6. Finance Department**
  - \*a. Budget Revisions – October, 2019
- 7. Additional Items from Mayor, Council, Staff, or Citizens.**
- 8. Executive Session**
  - Personnel – 5 ILCS 120/2(c)(1)
  - Pending Litigation – 5 ILCS 120/2(c)(11)
  - Probable or Imminent Litigation – 5 ILCS 120/2(c)(11)
  - Property Acquisition – 5 ILCS 120/2(c)(5)
  - Collective Bargaining – 5 ILCS 120/2(c)(2)
  - Review of Executive Session Minutes – 5 ILCS 120/2(c)(21)

## 9. Adjournment

### *ADA Compliance*

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TDD), or via e-mail at [jmcmahon@stcharlesil.gov](mailto:jmcmahon@stcharlesil.gov).

Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 3a

Title:

City of St. Charles Fuel Tax Receipts September, 2019 – Information Only

Presenter:

Chris Minick, Director of Finance

Meeting: Government Operations Committee

Date: November 18, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

**Executive Summary** *(if not budgeted please explain):*

**Attachments** *(please list):*

FY 19/20 City of St. Charles Local Fuel Tax Receipts – September 2019

**Recommendation/Suggested Action** *(briefly explain):*

None – For Information Only

**City of St. Charles  
Local Fuel Tax Receipts  
Fiscal Year 2019-2020**

LIABILITY PERIOD	PAYMENT RECEIVED	TOTAL REVENUE RECEIVED
May-19	June-19	\$ 42,299.33
June-19	July-19	\$ 42,043.16
July-19	August-19	\$ 40,732.23
August-19	September-19	\$ 38,158.87
September-19	October-19	\$ 38,493.78
October-19	November-19	\$ -
November-19	December-19	\$ -
December-19	January-20	\$ -
January-20	February-20	\$ -
February-20	March-20	\$ -
March-20	April-20	\$ -
April-20	May-20	\$ -
<b>TOTALS</b>		<b>\$ 201,727.37</b>

*The local fuel tax rate is two cents per gallon (\$0.02/gallon) and applies to motor fuel retail purchases within the City of St. Charles.*



**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5a

Title:

Recommendation to approve An Ordinance Amending Title 5 “Business Licenses and Regulations”, Chapter 5.08 “Alcoholic Beverages”; Sections 5.08.090 “License Classifications”; 5.08.100 “License Fees; Late Night Fees; Fees Established”. And 5.08.130 “License – Hours of Sale” of the St. Charles Municipal Code. (D-11 Theater License)

Presenter:

Police Chief James Keegan

Meeting: Government Operations Committte

Date: November 18, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted:

**Executive Summary** *(if not budgeted please explain):*

Charlestowne Movie Theater has requested permission to sell alcohol at the theater. City staff has researched ordinances for surrounding communities, to include cities where the theater already has a liquor license, and has created language proposing an additional license classification be added to the St. Charles Municipal Code to accommodate this request.

*Pursuant to this item being presented at the Government Operations Committee Meeting on November 4, 2019 to seek approval; it will be brought before the Liquor Control Commission at a meeting scheduled for 4:30 p.m., the same day, to process and move it forward to this Committee. This item will then continue on to the City Council Meeting scheduled on December 2, 2019 for final approval.*

**Attachments** *(please list):*

Memo, ordinance changes, proposed ordinance

**Recommendation/Suggested Action** *(briefly explain):*

Recommended Code Revisions to Title 5 “Business Licenses and Regulations”, Chapter 5.08 “Alcoholic Beverages”, Sections 5.08.090, 5.08.100, and 5.08.130 of the St. Charles Municipal Code.



# Memo

Date: October 18, 2019  
To: Raymond Rogina, Liquor Commissioner  
From: James Keegan, Chief of Police  
CC: Mark Koenen, City Administrator  
Re: Movie Theater License

---

## **Introduction**

Staff has been approached by the owners and operators of Classic Cinemas who are seeking a liquor code modification to allow for on-site sales and consumption of alcoholic liquors at their St. Charles location, similar to their operations in Downers Grove, Elmhurst, Fox Lake and North Riverside.

In reviewing this request, staff also researched area communities allowing such a practice and aside from the aforementioned Classic Cinemas communities, we discovered Elgin and a host of other AMC Theater communities (including Lake in the Hills, Lombard, Mount Prospect, Oak Brook and Rosemont) also allow for liquor sales/consumption inside their movie theaters.

Staff met with the ownership group and brings the following ordinance revision for additional consideration by the Liquor Control Commission, the Government Operations Committee and finally, City Council.

## **St. Charles Ordinance Updates**

### **5.08.090 – License - Classifications**

D-11 “Theater licenses” shall authorize the retail sale of alcoholic liquor for consumption on the licensed premises where the primary business is that of a Theater as defined herein, subject to the following conditions:

1. A movie theater establishment qualifying for this license shall be kept, used and maintained, advertised and held out to the public as a full time movie theater establishment regularly providing and showing movies to the public.
2. The licensee must first verify that every patron possessing or consuming alcoholic liquor is at least twenty one (21) years of age.

3. The containers in which alcoholic beverages are served must be of a different color, size and design than those in which nonalcoholic beverages are served. In addition, no glassware is allowed.
4. The licensee shall not serve or deliver more than two alcoholic beverages to a customer at a time and no person shall have in his/her possession at any given time more than two alcoholic beverages.
5. There may be no service of alcoholic beverages unless the movie theater is actually open for the showing of movies. Under no circumstances may alcoholic beverages be served more than one hour prior to the advertised showing time of the first movie to be shown on any day or before 7:00 a.m. or after the conclusion of the last movie to be shown on any day or 12:00 a.m.
6. The licensee shall not permit any possession or consumption of alcohol by any person younger than twenty one (21) years of age on the licensed premises, regardless of whether the alcohol was purchased from the licensee.

5.08.100 – License Fees; Late Night Permit Fees; Fees Established

D-11            \$1200.00        Movie Theater

5.08.130 – License - Hours of Sale

2. It shall be unlawful for any person holding a Class B- 1, B- 2, B- 3, C- 1, C- 2, C- 3, D- 8, D-9, D-10, **D-11**, E-8 or G-1 license issued pursuant to this chapter to sell, offer for sale or to give away, in or upon any ALCOHOLIC BEVERAGES 5.08-21 licensed premises, any alcoholic liquor between the hours of 12:00 midnight and 7:00 a. m.

**Summary/Recommendation**

Staff recommends the aforementioned D-11 license to allow for the retail sales and consumption of alcoholic liquor on the licensed premises of a movie theater with the guidelines and restrictions outlined in the attached ordinance proposal. This ordinance mirrors those of area communities.

## **St. Charles Ordinance Updates – Movie Theater License**

### 5.08.090 – License - Classifications

**D-11** “Theater licenses” shall authorize the retail sale of alcoholic liquor for consumption on the licensed premises where the primary business is that of a Theater as defined herein, subject to the following conditions:

1. A movie theater establishment qualifying for this license shall be kept, used and maintained, advertised and held out to the public as a full time movie theater establishment regularly providing and showing movies to the public.
2. The licensee must first verify that every patron possessing or consuming alcoholic liquor is at least twenty one (21) years of age.
3. The containers in which alcoholic beverages are served must be of a different color, size and design than those in which nonalcoholic beverages are served. In addition, no glassware is allowed.
4. The licensee shall not serve or deliver more than two alcoholic beverages to a customer at a time and no person shall have in his/her possession at any given time more than two alcoholic beverages.
5. There may be no service of alcoholic beverages unless the movie theater is actually open for the showing of movies. Under no circumstances may alcoholic beverages be served more than one hour prior to the advertised showing time of the first movie to be shown on any day or before 7:00 a.m. or after the conclusion of the last movie to be shown on any day or 12:00 a.m.
6. The licensee shall not permit any possession or consumption of alcohol by any person younger than twenty one (21) years of age on the licensed premises, regardless of whether the alcohol was purchased from the licensee.

### 5.08.100 – License Fees; Late Night Permit Fees; Fees Established

<b>D-11</b>	<b>\$1200.00</b>	<b>Movie Theater</b>
-------------	------------------	----------------------

### 5.08.130 – License - Hours of Sale

2. It shall be unlawful for any person holding a Class B- 1, B- 2, B- 3, C- 1, C- 2, C- 3, D-8, D-9, D-10, **D-11**, E-8 or G-1 license issued pursuant to this chapter to sell, offer for sale or to give away, in or upon any ALCOHOLIC BEVERAGES 5.08-21 licensed premises, any alcoholic liquor between the hours of 12:00 midnight and 7:00 a. m.

**City of St. Charles, Illinois**  
**Ordinance No. 2019-M- \_\_\_\_\_**

**An Ordinance Amending Title 5 “Business Licenses and Regulations”,  
Chapter 5.08 “Alcoholic Beverages”; Sections 5.08.090 “License  
Classifications”; 5.08.100 “License Fees; Late Night Fees; Fees Established”.  
And 5.08.130 “License – Hours of Sale” of the St. Charles Municipal Code**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ST. CHARLES,  
KANE AND DUPAGE COUNTIES, ILLINOIS, AS FOLLOWS:**

SECTION ONE: That Title 5 “Business Licenses and Regulations”, Chapter 5.08 “Alcoholic Beverages”, Section 5.08.090 “License Classifications” of the St. Charles Municipal Code, be and is hereby amended by adding the following:

D-11 “Theater licenses” shall authorize the retail sale of alcoholic liquor for consumption on the licensed premises where the primary business is that of a Theater as defined herein, subject to the following conditions:

1. A movie theater establishment qualifying for this license shall be kept, used and maintained, advertised and held out to the public as a full time movie theater establishment regularly providing and showing movies to the public.
2. The licensee must first verify that every patron possessing or consuming alcoholic liquor is at least twenty one (21) years of age.
3. The containers in which alcoholic beverages are served must be of a different color, size and design than those in which nonalcoholic beverages are served. In addition, no glassware is allowed.
4. The licensee shall not serve or deliver more than two alcoholic beverages to a customer at a time and no person shall have in his/her possession at any given time more than two alcoholic beverages.
5. There may be no service of alcoholic beverages unless the movie theater is actually open for the showing of movies. Under no circumstances may alcoholic beverages be served more than one hour prior to the advertised showing time of the first movie to be shown on any day or before 7:00 a.m. or after the conclusion of the last movie to be shown on any day or 12:00 a.m.
6. The licensee shall not permit any possession or consumption of alcohol by any person younger than twenty one (21) years of age on the licensed premises, regardless of whether the alcohol was purchased from the licensee.

SECTION TWO: That Title 5 “Business Licenses and Regulations”, Chapter 5.08 “Alcoholic Beverages”, Section 5.08.100 “License Fees: Late Night Permit Fees; Fees Established” of the St. Charles Municipal Code, be and is hereby amended by adding the following:

D-11            \$1200.00        Movie Theater

**SECTION THREE:** That Title 5 “Business Licenses and Regulations”, Chapter 5.08 “Alcoholic Beverages”, Section 5.08.130 “License – Hours of Sale” of the St. Charles Municipal Code, be and is hereby amended as follows:

2. It shall be unlawful for any person holding a Class B- 1, B- 2, B- 3, C- 1, C- 2, C- 3, D- 8, D-9, D-10, D-11, E-8 or G-1 license issued pursuant to this chapter to sell, offer for sale or to give away, in or upon any ALCOHOLIC BEVERAGES 5.08-21 licensed premises, any alcoholic liquor between the hours of 12:00 midnight and 7:00 a. m.

**SECTION FOUR:** That, after the adoption and approval hereof, this Ordinance shall (i) be printed or published in book or pamphlet form, published by the authority of the City Council of the City of St. Charles, or (ii) within thirty (30) days after the adoption and approval hereof, be published in a newspaper published in and with a general circulation within the City of St. Charles.

**SECTION FIVE:** This Ordinance shall be in full force and effect ten (10) days from and after its passage by a vote of the majority of the corporate authorities now holding office, approval and publication in the manner provided by law.

**PRESENTED** to the City Council of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2019.

**PASSED** by the City Council of the City of St. Charles, Illinois this \_\_\_\_ day of \_\_\_\_\_, 2019.

**APPROVED** by the Mayor of the City of St. Charles, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Raymond P. Rogina, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

COUNCIL VOTE:

Ayes : \_\_\_\_\_

Nays : \_\_\_\_\_

Absent : \_\_\_\_\_

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5b

Title:

Recommendation to approve a Proposal for a D-11 Liquor License Application for Tivoli Enterprises, Inc. dba Charlestowne Theatre Located at 3740 E. Main St., St. Charles.

Presenter:

Police Chief James Keegan

Meeting: Government Operations Committee

Date: November 18, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

Upon approval of the D-11 liquor license classification to the City's liquor ordinance, Charlestowne Movie Theatre has requested authorization to sell alcohol at the theatre. The theatre, which is owned and operated by Classic Cinemas, currently holds a liquor license at several of their other theatres, including Downers Grove, Elmhurst, Fox Lake, and North Riverside.

*Pursuant to this item being presented at the Government Operations Committee Meeting on November 18, 2019 to seek approval; it will be brought before the Liquor Control Commission at a meeting scheduled for 4:30 p.m., the same day, to process and move it forward to this Committee. This item will then continue on to the City Council Meeting scheduled on December 2, 2019 for final approval.*

**Attachments** *(please list):*

Summary

**Recommendation/Suggested Action** *(briefly explain):*

Recommendation to approve a Proposal for a D-11 Liquor License Application for Tivoli Enterprises, Inc. dba Charlestowne Theatre Located at 3740 E. Main St., St. Charles.



# Memo

Date: 11/12/2019

To: The Honorable Ray Rogina, Mayor-Liquor Commissioner

From: James Keegan, Chief of Police

Re: Background Investigation-Charlestowne Theatre located at 3740 E. Main St. (D-11)

---

The purpose of this memorandum is to document and forward to your attention the results of the background investigation conducted by members of the St. Charles Police Department concerning the above mentioned establishment.

Theatre managers Randall Pollock and Eric Hutchins intend to sell alcohol at the above location. The site location/floor plans and the corresponding application materials were reviewed by my staff.

We also found nothing of a derogatory nature that would preclude either the site location or the applicants from moving forward with this business and on-site consumption, subject to City Council approval. Upon approval of the addition of the D-11 liquor license classification to the City Ordinance, they are applying for a class D-11 license.

Thank you in advance for your consideration in this matter.



# Memo

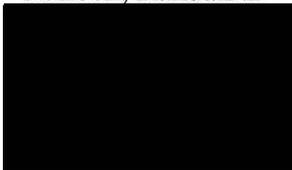
Date: 11/8/2019  
To: Commander Eric Majewski  
From: Detective David Ketelsen *DK 328*  
Re: Liquor License Application/ Charlestowne Theatre

---

The purpose of this memo is to document the background investigation of Charlestowne Theatre and its managers, Randall L Pollock, Donald P Baker, and Eric S Hutchins pursuant to the application for a new Class D-11 liquor license. This will be a new class of license. See attached example. This business location is located in the Charlestowne Mall and has an address of 3740 E Main Street.

## Applicant

Pollock, Randall L



- Pollock currently lives at the above address, and has resided there for the past 21 years. Lockport PD has no negative contacts with him.
- On 10/14/19 I spoke with Pollock and essentially learned the following.
- Pollock has been the General Manager of Charlestowne 18 Theatres since 2001. This is when the company he works for, Classic Cinema, bought this property. He advised that Classic Cinema is currently in the process of obtaining several liquor licenses for their theatres, but none of them at this time are serving alcohol.
- Pollock will be involved in the day to day operations of this business along with the 2 other managers, Donald P Baker, and Eric S Hutchins.
- Pollock has been B.A.S.S.E.T certified since 06/17/2019. He received his certification through Learn To Serve. See attached copy.
- Pollock said the business does not plan on selling alcohol until the beginning of 2020. They plan on selling canned beer, canned wine, and canned spirits.

*Service, Courage, Professionalism, Dedication*



Preliminary plans were to sell the alcohol behind the counter in the concession stand area.

- Pollock advised the hours of the service alcohol would be from 10:00A.M. until midnight.
- Pollock was fingerprinted on October 30<sup>th</sup>, 2019 for this application. The results of this showed no previous arrests. See attached.
- I checked Pollock in TLOxp, which is a data base used by law enforcement. It showed no past liens, bankruptcies or any other negative information.
- A check of New World shows no negative contact calls with Pollock.

**Applicant**

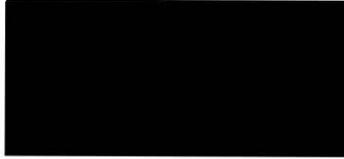
Eric S Hutchins



- On 11/16/19 I spoke with Hutchins and essentially learned the following.
- Hutchins currently lives at the above address, and has resided there since August of 2019. Before that he lived in Sycamore since 2007. Neither Sycamore PD nor SCPD have had negative contacts with him.
- Hutchins has worked at the theatre since 2002. He advised that General Manager, Randall Pollock, had the most information on the implementation of alcohol service at Charlestowne 18.
- Hutchins has been B.A.S.S.E.T certified since 07/03/2019. He received his certification through Learn To Serve. See attached copy.
- Hutchins was fingerprinted on October 30<sup>th</sup>, 2019 for this application. The results of this showed no previous arrests. See attached.
- I checked Hutchins in TLOxp, which is a data base used by law enforcement. It showed no past liens, bankruptcies or any other negative information.
- A check of New World shows no negative contact calls with Hutchins.

**Applicant**

Baker, Paul B



- On 11/16/19 I spoke with Baker and essentially learned the following.
- Baker currently lives at the above address, and has resided there since September of 2000. Carpentersville Police Department had no negative contacts with him.
- Baker has worked at the theatre since 2002. He advised that General Manager, Randall Pollock, had the most information on the implementation of alcohol service at Charlestowne 18.
- Baker has been B.A.S.S.E.T certified since 07/02/2019. He received his certification through Learn To Serve. See attached copy.
- Baker was fingerprinted on October 30th, 2019 for this application. The results of this showed no previous arrests. See attached.
- I checked Baker in TLOxp, which is a data base used by law enforcement. It showed no past liens, bankruptcies or any other negative information.
- A check of New World shows no negative contact calls with Hutchins.
- This concludes my background investigation. See attached application.

DK #328 ~~DK~~ #328



# Memo

Date: October 18, 2019  
To: Raymond Rogina, Liquor Commissioner  
From: James Keegan, Chief of Police  
CC: Mark Koenen, City Administrator  
Re: Movie Theater License

---

## **Introduction**

Staff has been approached by the owners and operators of Classic Cinemas who are seeking a liquor code modification to allow for on-site sales and consumption of alcoholic liquors at their St. Charles location, similar to their operations in Downers Grove, Elmhurst, Fox Lake and North Riverside.

In reviewing this request, staff also research area communities allowing such a practice and aside from the aforementioned Classic Cinemas communities, we discovered Elgin and a host of AMC Theater communities (including Lake in the Hills, Lombard, Mount Prospect, Oak Brook and Rosemont) that also allow for liquor sales/consumption inside their theaters.

Staff met with the ownership group and brings the following ordinance revision for additional consideration by the Liquor Control Commission, the Government Operations Committee and finally, City Council.

## **St. Charles Ordinance Updates**

### **5.08.090 – License - Classifications**

D-11 “Theater licenses” shall authorize the retail sale of alcoholic liquor for consumption on the licensed premises where the primary business is that of a Theater as defined herein, subject to the following conditions:

1. A movie theater establishment qualifying for this license shall be kept, used and maintained, advertised and held out to the public as a full time movie theater establishment regularly providing and showing movies to the public.
2. The licensee must first verify that every patron possessing or consuming alcoholic liquor is at least twenty one (21) years of age.
3. The containers in which alcoholic beverages are served must be of a different color, size and design than those in which nonalcoholic beverages are served.

4. The licensee shall not serve or deliver more than two alcoholic beverages to a customer at a time and no person shall have in his/her possession at any given time more than two alcoholic beverages.

5. There may be no service of alcoholic beverages unless the movie theater is actually open for the showing of movies. Under no circumstances may alcoholic beverages be served more than one hour prior to the advertised showing time of the first movie to be shown on any day or the earlier of: a) after the conclusion of the last movie to be shown on any day or b) twelve o'clock (12:00) A.M.

6. The licensee shall not permit any possession or consumption of alcohol by any person younger than twenty one (21) years of age on the licensed premises, regardless of whether the alcohol was purchased from the licensee.

5.08.100 – License Fees; Late Night Permit Fees; Fees Established

D-11	\$1200.00	Movie Theater
------	-----------	---------------

5.08.130 – License - Hours of Sale

2. It shall be unlawful for any person holding a Class B- 1, B- 2, B- 3, C- 1, C- 2, C- 3, D- 8, D-9, D-10, D-11, E-8 or G-1 license issued pursuant to this chapter to sell, offer for sale or to give away, in or upon any ALCOHOLIC BEVERAGES 5.08-21 licensed premises, any alcoholic liquor between the hours of 12:00 midnight and 7:00 a. m.

**Summary/Recommendation**

Staff recommends the aforementioned D-11 license to allow for the retail sales and consumption of alcoholic liquor on the licensed premises of a movie theater with the guidelines and restrictions outlined in the attached ordinance proposal. This ordinance mirrors those of area communities.

**City of St. Charles, Illinois Liquor Control Commissioner**  
**CITY RETAIL LIQUOR DEALER LICENSE APPLICATION**  
**APPLICATION FEE IS NON-REFUNDABLE**



Incomplete applications will not be accepted.  
**Completed applications may be submitted to:**  
 Two East Main Street, St. Charles, IL 60174-1984

Date Application Received: 10-25-2019  New Application  Renewal Application License Class: \_\_\_\_\_  
 Business Name: Tivoli Enterprises / Classic Cinemas

**APPLICATION CHECKLIST**

Check items to confirm all are attached to this application	Applicant	Office Use Only
Application Fee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed Application for all questions applicable to your business.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Lease/Proof of Ownership	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Dram Shop Insurance or a letter from insurance agent with a proposed quote.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Articles of Corporation, if applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed B.A.S.S.E.T. (Beverage Alcohol Sellers & Servers Training) form – filled out for all employees. A copy of the B.A.S.S.E.T. certificate is <b>only</b> needed for <b>each manager</b> . It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for all of their employees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Site Plan for Establishment (Drawn to scale including the parking lot, patio and/or deck, outdoor seating).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Floor Plan for Establishment (Drawn to scale and <b>must include</b> the layout of the establishment with tables, chairs, aisles, displays, cash register, bar, and lounge area with dimensions, percentage, and square footage noted for each space). Be sure to also include all <b>fixed objects</b> , such as pool tables, bar stools, vending/amusement machines; as well as all <b>exits</b> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Business Plan, to include: <input checked="" type="checkbox"/> Hours of Operation <input checked="" type="checkbox"/> Copy of Menu <input checked="" type="checkbox"/> Whether or not live music will be played at this establishment <input checked="" type="checkbox"/> Will there be outdoor seating and/or outdoor designated smoking area <input checked="" type="checkbox"/> <b>Do not include a marketing or financial plan with this business plan</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are any building alterations planned for this site? If not sure, please contact <b>Building &amp; Code Enforcement at 630.377.4406</b> and/or <b>Fire Prevention Bureau at 630.377.4458</b> to discuss whether or not a walk-thru and/or permit are necessary for this business.	<input checked="" type="checkbox"/> none	<input type="checkbox"/>
All managers have been fingerprinted who are employed by your establishment. When new management is hired, it is imperative you contact the Mayor's office to be fingerprinted so the City's business files are appropriately updated.	<input checked="" type="checkbox"/> list enclosed w/ payment	<input type="checkbox"/>

**OFFICIAL USE ONLY**

Approved\*  Denied Date Approved/Denied: \_\_\_\_\_ Customer Number: \_\_\_\_\_

Signature of Mayor, Liquor Control Commissioner \_\_\_\_\_ Date Issued \_\_\_\_\_

**\*ISSUANCE OF THIS LICENSE IS CONTINGENT ON MEETING ALL REQUIRED BUILDING AND FIRE DEPARTMENT REQUIREMENTS.**

**APPLICANT INFORMATION**A. Type of Business:  Individual  Partnership  Corporation  Other (explain):

B. Business Name: Charlestowne Theatre

C. Business Address: 3740 East Main Street, St.Charles, IL 60174

D. IL Tax ID Number:

E. Business Phone:

F. Business E-mail:

charlestowne18@classiccinemas.com

G. Business Website:

classiccinemas.com

H. Contact Person: Chris Johnson

Email:

I. Title: CEO

J. Phone No.

K. If Corporation, Corporation Name:

Tivoli Enterprises, Inc.

L. Corporation Address (city, state, zip code):

603 Rogers Street, Downers Grove, IL 60515

**BUSINESS ESTABLISHMENT LOCATION INFORMATION**A. License Class:  A Package  B Restaurant  C Tavern  D Hotel/Banquet/Arcada/Q-Center/Entertainment/Club Other:

B. Address applying for liquor license (exact street address):

3740 East Main Street, St.Charles, IL 60174

C. Number of Parking Spaces:  
Unknown,  
landlord maintains

D. Outside Dining s.f. [17.20.020-R]:

NA

E. Holding Bar s.f. [5.08.010-F]:

NA

F. Total Building s.f.:

77,000 sf

G. Total Number of Seats: 1,697

H. Number of Bar Seats: NA

I. Sale Counter s.f.:

350 sf

J. Live Entertainment Area s.f. [5.08.010-H]: NA

K. Kitchen s.f.: 1,000

L. Cooler s.f.: 10 sf

M. Dry Storage s.f.: 200

N. Seating Area s.f.: NA

O. Retail/public Area s.f.:

Approx. 6,500 sf

P. Service Bar s.f. [5.08.010-O]:

NA

Q. Brief Business Plan description based on type of establishment listed above:

Our existing 18 screen movie theatre wants to add liquor service available to our movie patrons. So patrons can buy a drink and take it into their auditorium to watch a movie.

**MANAGER INFORMATION**

Full Name, include middle initial: See enclosed sheets with all information. Title:

Birthdate:

Birthplace:

Driver's License#:

Home Phone:

Home Address:

Full Name, include middle initial:

Title:

Birthdate:

Birthplace:

Driver's License#:

Home Phone:

Home Address:

Full Name, include middle initial:

Title:

Birthdate:

Birthplace:

Driver's License#:

Home Phone:

Home Address:

**PROPOSED FLOOR PLAN/LAYOUT OF PROPERTY****Mandatory: attach to this application a floorplan or layout of the proposed facility to include the following:****CLASS B LICENSES**

1.	Every application for a Class B license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale showing the following ( <b>check off once complete</b> ):  a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof;  b. The designated use of each room or segregated area (i.e. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided);  c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2.	The site drawing is subject to the approval of the Local Liquor Control Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any license by noting the same on the approved site drawing or as provided on the face of the license.
3.	A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4.	It shall be unlawful for any Class B licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

**CLASS C LICENSES**

1.	Every application for a Class C license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale, showing the following ( <b>check off once complete</b> ):  a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof;  b. The designated use of each room or segregated area (e.g. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas, where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided);  c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2.	The site drawing is subject to the approval of the Local Liquor Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any licensee by noting the same on the approved site drawing or as provided on the face of the license.
3.	A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4.	It shall be unlawful for any Class C licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

**\*\*THE FIRE PREVENTION BUREAU WILL FURNISH ALL FINAL, PERMITTED OCCUPANCY NUMBERS FOR THIS LICENSE.**



9.	<p>Does applicant have any outstanding debt with the City of St. Charles, including, but not limited to, utility bills, alcohol tax, and permit fees, for any current or previous establishment owned, operated or managed by the applicant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes, please note the City of St. Charles requires all debt to be paid in full before consideration of a new or renewed liquor license is issued.</b></p>
10.	<p>Are any improvements planned for the building and/or site that will require a building permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes, has a building permit been applied for?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>If yes, date building permit was applied for with Building &amp; Code Enforcement:</b></p>
11.	<p>Has applicant applied for a similar or other license on the premises other than the one for which this license is sought (5.08.070-7)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>If yes, what was the disposition of the application? Explain as necessary:</b> We get a yearly St.Charles business license for the movie theatre and a Kane County Health Department license.</p>
12.	<p>Has applicant (and all persons listed on page 1 of this application) ever been convicted of a felony under any Federal or State law, or convicted of a misdemeanor opposed to decency or morality (5.08.070-8)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Is applicant (and all persons listed on page 1 of this application) disqualified from receiving a liquor license by reason of any matter contained in Illinois State law and/or City of St. Charles Municipal Ordinances? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
13.	<p><b>List previous liquor licenses issued by any State Government or any subdivision thereof (5.08.070-9). Use additional paper if necessary.</b></p> <p><b>Government Unit:</b> Village of Downers Grove</p> <p>Date: Bowl aprox. 1982      Location, City/State: Downers Grove Theatre &amp; Theatre July, 2001      Downers Grove Bowl Downers Grove, Illinois</p> <p>Special Explanations: Two separate licenses in Downers Grove, see enclosed supporting documents for history of License.</p> <p><b>Government Unit:</b> Village of North Riverside</p> <p>Date: 5/3/19      Location, City/State: North Riverside Theatre, North Riverside Illinois</p> <p>Special Explanations: In the process of getting state license.</p> <p><b>**We are currently in the process of applying for a liquor license for our movie theatre in Fox Lake, IL and Elmhurst, IL. Both have been approved at the City level, and we are waiting on the certificate to then apply for the state license.</b></p>
14.	<p>Have any liquor licenses possessed ever been revoked (5.08.070-9)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No but see attached supporting documents.</p> <p><b>If yes, list all reasons on a separate, signed letter accompanying this application.</b></p> <p>Has any director, officer, shareholder, or any of your managers, ever been denied liquor license from any jurisdiction? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes, proceed to Question 15. If more space is needed, please attach a separate sheet of paper with the information.</b></p>

15.	<p><b>Complete ONLY if yes was answered to the questions above (14):</b></p> <p>Name: _____ Name of Business: _____</p> <p>Position with the Business: _____</p> <p>Date(s) of Denial: _____</p> <p>Reason(s) for Denial of License: _____</p>
16.	<p>Date of Incorporation (Illinois Corporations) <b>(5.08.070-10)</b>: 8/17/1982</p> <p>Date qualified under Illinois Business Corporation Act to transact business in Illinois (Foreign Corporation): _____</p>
17.	<p>Has the applicant and all designated managers read and do they all understand and agree not to violate any liquor laws of the United States, the State of Illinois, and any of the ordinances of the City of St. Charles in conducting business<b>(5.08.070-11)</b>?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you, or in the case of a corporation, the local manager, or in the case of a partnership any of the partners, ever been convicted of any violation of any law pertaining to alcoholic liquor? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you, or in the case of a corporation the local manager, or in the case of a partnership any of the partners, ever been convicted of a felony? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you ever been convicted of a gambling offense? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If a partnership or corporation, include all partners and the local manager(s).)</p> <p>Will you and all your employees refuse to serve or sell alcoholic liquor to an intoxicated person or to a minor?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
18.	<p><b>Mandatory:</b> All individual owners, partners, officers, directors, and/or persons holding directly or beneficially more than five (5) percent in interest of the stock of owners by interest listed on page 1 of this application must be fingerprinted by the City of St. Charles Police Department <b>(5.08.070-A12)</b>.</p> <p>Has this been done? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes, date(s):</b> _____</p>
19.	<p><b>Mandatory:</b> Has the applicant attached proof of Dram Shop Insurance to this application or already furnished it to the City of St. Charles <b>(5.08.060)</b>? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If already furnished, date of delivery: _____</p> <p><b>NOTE: Insurance must be issued from May 1, 20XX – April 30, 20XX in accordance with City code 5.08.060. Request a prorated rate from your insurance company if you are applying for a new license during this timeframe.</b></p>

20. **Mandatory:** Is the premises within 100 feet of any real property of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands, or children; and/or any military or naval station **(5.08.230)**?  
 Yes  No

**COMMENTS/ADDITIONAL INFORMATION**

**APPLICATION FOR LATE NIGHT PERMIT**

**SUPPLEMENTAL TO LIQUOR LICENSE FOR CLASS B/C**

To: **St. Charles Liquor Control Commission**

Date:

I now possess or have applied for a liquor license Class

Applicant's Name:

Name of Business:

Business Address:

Business Phone:

**SUPPLEMENTAL PERMIT APPLIED FOR**

**Payment of Late Night Permit fee is required at the time the permit is issued.**

1:00 a.m. Late Night Permit – fee of \$800.00

2:00 a.m. Late Night Permit – fee of \$2,300.00

**NOTE:** Other permits that may be available upon request include:

- Class E – Special Event License (1 to 3-day event @ \$100.00 per day)
- Outdoor Dining Permit (Contact Community & Economic Development @ 630.377.4443)

**SIGNATURES**

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Date

**B.A.S.S.E.T. TRAINING**

Please list employees required to have B.A.S.S.E.T training on this page – include all managers, assistant managers, bartenders, and clerks who are permitted to make alcoholic liquor sales. **Include copies of certificates for managers only and mark Manager if applicable. Add another page, if needed.**

**Name:** See enclosed sheets with all information.  
(First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course: Place Course was Taken:

Birthdate: Certificate Granted: Expiration:

**Name:**  
(First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course: Place Course was Taken:

Birthdate: Certificate Granted: Expiration:

**Name:**  
(First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course: Place Course was Taken:

Birthdate: Certificate Granted: Expiration:

**Name:**  
(First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course: Place Course was Taken:

Birthdate: Certificate Granted: Expiration:

**NEW MANAGEMENT REQUIREMENTS**

**Whenever a new manager comes on board, the City must be notified and that person must be fingerprinted.  
It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for their employees.**

Business Name: Charlestowne Theatre

**SIGNATURES**

*[Handwritten Signature]*

Applicant's Signature

*Pari A Johnson*

Notary & Date

10/24/19

comm. expires  
4/15/23

Seal:



Liquor Commissioner hereby directs City Clerk to issue permit indicated above.

Liquor Commissioner's Signature

Date

ADDENDUM TO RETAIL LIQUOR LICENSE APPLICATION	
To be completed by the City of St. Charles Police Department	
Date:	Name of Applicant: Randall Pollock
Name of Business: Charlestowne Theatre	
Address of Business: 3740 E Main St, St Charles, IL, 60174	Ward Number:
To Liquor Control Commissioner, City of St. Charles, Illinois	
Pursuant to the provision of the City of St. Charles Municipal Code, Chapter 5.08, Alcoholic Beverages, the following guide shall be in effect for the investigation of an applicant for a Retail Dealer's Liquor License:	
1.	Date on which applicant will begin selling retail alcoholic liquors at this location: January, 2020
2.	Is the location within 100 feet of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands or children; or any military or naval station? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.	If the answer to question 2 is yes, answer the following: Is applicant's place of business a hotel offering restaurant service, a regularly organized club, a restaurant, a food shop, or other place where the sale of alcoholic liquors is not the principal business? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A  If yes, answer a, b and c: a. State the kind of such business: b. Give date on which applicant began the kind of business named at this location: c. Has the kind of business designated been established at this location for such purpose prior to February 1, 1934, and carried on continuously since such time by either the applicant or any other person? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A
4.	If premises for which an alcoholic liquor license is herein applied for are within 100 feet of a church, have such premises been licensed for the sale of alcoholic liquor at retail prior to the establishment of such church? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A  If yes, have the premises been continuously operated and licensed for the sale of alcoholic liquor at retail since the original alcoholic liquor license was issued therefore? <input type="checkbox"/> Yes <input type="checkbox"/> No N/A
5.	Is the place for which the alcoholic liquor license is sought a dwelling house, flat, or apartment used for residential purposes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.	Is there any access leading from premises to any other portion of the same building or structure used for dwelling or lodging purposes and which is permitted to be used or kept accessible for use by the public? (Connection between premises and such other portion of building or structure as is used only by the applicant, his/her family and personal guests not prohibited.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7.	If applicant conducts or will conduct in the same place any other class of business in addition to that of City Retailer of Alcoholic Liquor, state the kind and nature of such business: <input type="checkbox"/> Yes <input type="checkbox"/> No N/A

8.	Are all rooms where liquor will be sold for consumption on the premises continuously lighted during business hours by natural light or artificial white light so that all parts of the interior shall be clearly visible? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9.	Are premises located in any building belonging to or under the control of the State of Illinois or any other political subdivision thereof, such as county, city, etc.? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10.	Are the premises for which license is herein applied for a store or place of business where the majority of customers are minors of school age or where the principal business transacted consists of school books, school supplies, food or drinks for such minors? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
11.	It is required by the City of St. Charles that all employees undergo BASSET training. Provide a copy of the certificate of training completion for each manager. All certificates for managers have been submitted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
12.	From your observation and investigation, has applicant—to the best of your knowledge—truthfully answered all questions? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, state exceptions:
13.	Have all persons named in this application been fingerprinted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Fingerprinted by: <i>Mike Wojcik</i> Date: <i>10/30/19</i>
14.	Other necessary data:

**SIGNATURES**

**ENDORSEMENTS AND APPROVALS**

**INVESTIGATING OFFICER**

<i>D. Robinson</i>	<i>328 / Detective</i>
Investigating Officer Signature	Badge Number & Rank

**ENDORSEMENT OF THE CHIEF OF POLICE**

Recommend Issuing Liquor License: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
<i>[Signature]</i>	<i>11-12-19</i>
Signature Of Chief of Police	Date

MANAGERS & B.A.S.S.E.T TRAINING INFORMATION

**Randall L. Pollock**

Title: General Manager

Birthdate: [REDACTED]

Birthplace: [REDACTED]

Driver's License Number: [REDACTED]

Home Phone: [REDACTED]

Home Address: [REDACTED]

*B.A.S.S.E.T Training:*

Date of Course: 6/17/19

Place of Course: 360Training.com dba Learn2Serve

Certificate Granted: Yes

Expiration: 6/17/22

**Eric Scott Hutchins**

Title: Manager

Birthdate: [REDACTED]

Birthplace: [REDACTED]

Driver's License Number: [REDACTED]

Home Phone: [REDACTED]

Home Address: 1 [REDACTED]

*B.A.S.S.E.T Training:*

Date of Course: 7/3/19

Place of Course: 360Training.com dba Learn2Serve

Certificate Granted: Yes

Expiration: 7/3/22

**Donald Paul Baker**

Title: Manager

Birthdate: [REDACTED]

Birthplace: Illinois

Driver's License Number: [REDACTED]

Home Phone: [REDACTED]

Home Address: 4 [REDACTED]

*B.A.S.S.E.T Training:*

Date of Course: 7/2/19

Place of Course: 360Training.com dba Learn2Serve

Certificate Granted: Yes

Expiration: 7/2/22

**Zane William Carter**

Title: Assistant Manager

Birthdate: [REDACTED]

Birthplace: [REDACTED]

Driver's License Number: [REDACTED]

Home Phone: [REDACTED]

Home Address: [REDACTED]

*B.A.S.S.E.T Training:*

Date of Course: 7/10/19

Place of Course: 360Training.com dba Learn2Serve

Certificate Granted: Yes

Expiration: 7/10/22

MANAGERS & B.A.S.S.E.T TRAINING INFORMATION

**Morgan M. Wishney**

Title: Assistant Manager

Birthdate:

Birthplace:

Driver's License Number:

Home Phone:

Home Address:

*B.A.S.S.E.T Training:*

Date of Course: 7/16/19

Place of Course: 360Training.com dba Learn2Serve

Certificate Granted: Yes

Expiration: 7/16/22

**Nicole R. Dorsey**

Title: Assistant Manager

Birthdate:

Birthplace:

Driver's License Number:

Home Phone:

Home Address:

*B.A.S.S.E.T Training:*

Date of Course: 7/17/19

Place of Course: 360Training.com dba Learn2Serve

Certificate Granted: Yes

Expiration: 7/17/22

**Nicole R. Dorsey**

Title: Assistant Manager

Birthdate:

Birthplace:

Driver's License Number:

Home Phone:

Home Address:

*B.A.S.S.E.T Training:*

Date of Course: 7/10/19

Place of Course: 360Training.com dba Learn2Serve

Certificate Granted: Yes

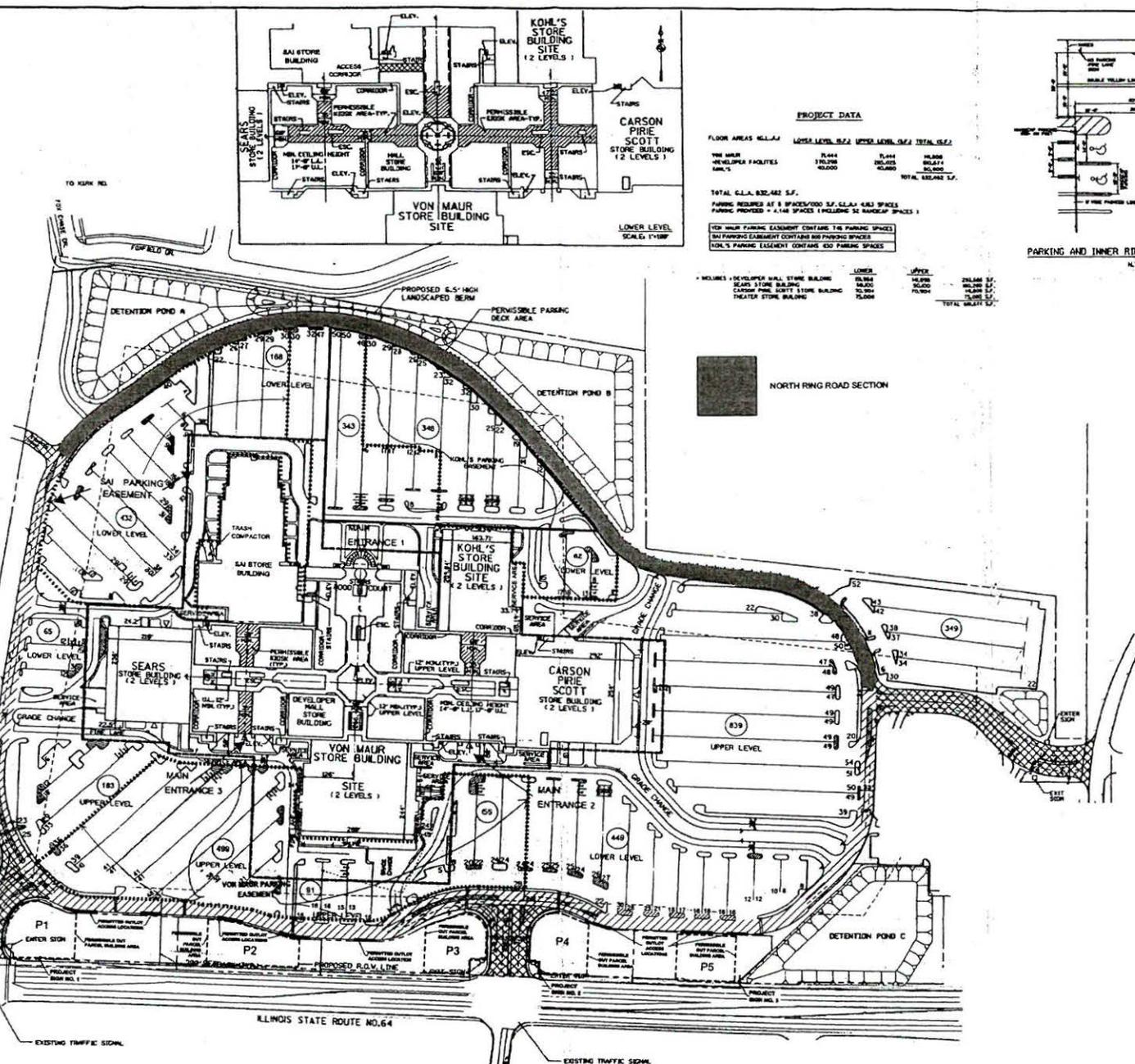
Expiration: 7/10/22



LOCATION SKETCH  
N.T.S.

LEGEND

- PROJECT BOUNDARY
- SITE BOUNDARY
- EASEMENT
- HANDICAPPED RAMP
- PAINTED HANDICAPPED PARKING SYMBOL
- CONCRETE CURBED ISLAND
- PAINTED STRIPED ISLAND
- SLOPE
- GRADE RAIL
- PUBLIC ENTRANCE
- PARKING COUNTS
- SETBACK
- TRUCK ROAD
- SCREENED TRANSFORMER
- PERMISSIBLE BUILDING AREA
- ACCESS ROAD
- PERMISSIBLE PARKING DECK AREA
- PARKING EASEMENT

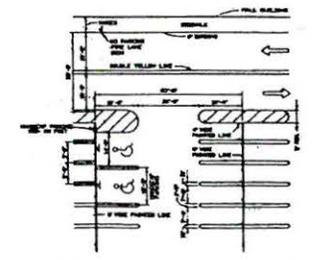


NOTE: F.F. ELEVATION FOR ALL BUILDINGS SHALL BE:  
 LOWER LEVEL ELEV. 771.6'  
 UPPER LEVEL ELEV. 763.5'

**PROJECT DATA**

FLOOR AREA (S.F.)	LOWER LEVEL (S.F.)	UPPER LEVEL (S.F.)	TOTAL (S.F.)
VON MAUR DEVELOPER FACILITIES	20,440	10,144	30,584
SEARS STORE BUILDING	170,288	280,425	450,713
KOHL'S STORE BUILDING	10,000	10,000	20,000
<b>TOTAL (S.F.)</b>	<b>200,728</b>	<b>390,569</b>	<b>591,297</b>

PERMISSIBLE PARKING EASEMENT CONTAINS 148 PARKING SPACES  
 VON MAUR PARKING EASEMENT CONTAINS 148 PARKING SPACES  
 SEARS PARKING EASEMENT CONTAINS 148 PARKING SPACES  
 KOHL'S PARKING EASEMENT CONTAINS 148 PARKING SPACES



PARKING AND INNER RINGROAD STRIPING DETAIL  
N.T.S.

	LOWER	UPPER	TOTAL (S.F.)
SEARS STORE BUILDING	170,288	280,425	450,713
VON MAUR DEVELOPER FACILITIES	20,440	10,144	30,584
KOHL'S STORE BUILDING	10,000	10,000	20,000
THEATER STORE BUILDING	10,000	10,000	20,000
<b>TOTAL (S.F.)</b>	<b>210,728</b>	<b>400,569</b>	<b>611,297</b>

NO.	DESCRIPTION	DATE	BY
1	ISSUED FOR PERMITS	1/22/03	JAVITTO
2	ISSUED FOR PERMITS	1/22/03	JAVITTO
3	ISSUED FOR PERMITS	1/22/03	JAVITTO
4	ISSUED FOR PERMITS	1/22/03	JAVITTO
5	ISSUED FOR PERMITS	1/22/03	JAVITTO
6	ISSUED FOR PERMITS	1/22/03	JAVITTO
7	ISSUED FOR PERMITS	1/22/03	JAVITTO
8	ISSUED FOR PERMITS	1/22/03	JAVITTO
9	ISSUED FOR PERMITS	1/22/03	JAVITTO
10	ISSUED FOR PERMITS	1/22/03	JAVITTO

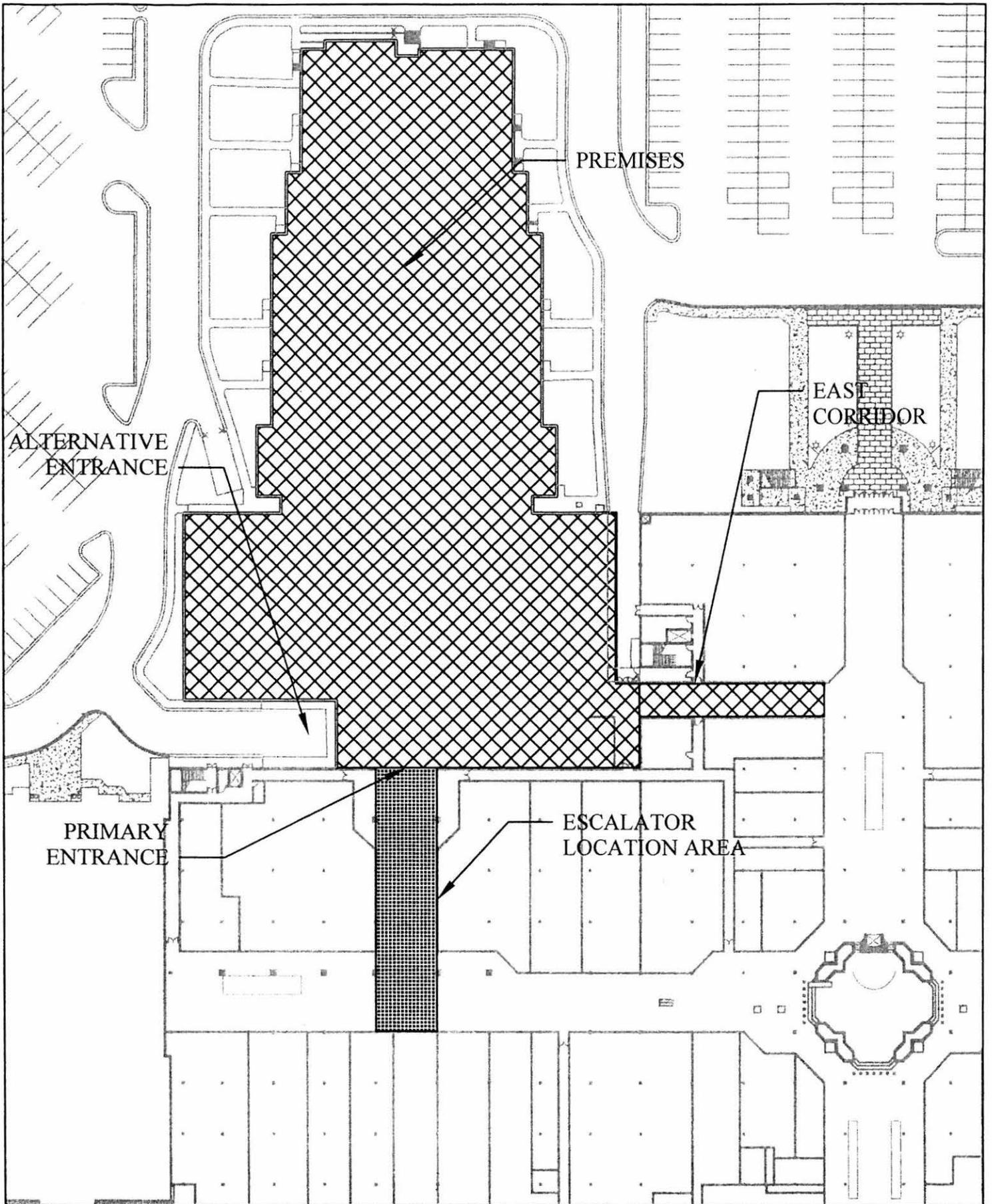
NO.	DESCRIPTION	DATE	BY
11	ISSUED FOR PERMITS	1/22/03	JAVITTO
12	ISSUED FOR PERMITS	1/22/03	JAVITTO
13	ISSUED FOR PERMITS	1/22/03	JAVITTO
14	ISSUED FOR PERMITS	1/22/03	JAVITTO
15	ISSUED FOR PERMITS	1/22/03	JAVITTO
16	ISSUED FOR PERMITS	1/22/03	JAVITTO
17	ISSUED FOR PERMITS	1/22/03	JAVITTO
18	ISSUED FOR PERMITS	1/22/03	JAVITTO
19	ISSUED FOR PERMITS	1/22/03	JAVITTO
20	ISSUED FOR PERMITS	1/22/03	JAVITTO

SEAR-BROWN  
 88 NORTH PARK  
 ROCKFORD, ILL. 61103-2814  
 WWW.SEAR-BROWN.COM

PROJECT: CHARLESTON MALL  
 CITY OF CHICAGO  
 1000 N. LA SALLE ST.  
 CHICAGO, IL 60610  
 PROJECT NO. 37291  
 DATE: 10/26/03 REV: 10/21/03

EXHIBIT A  
 DATE: 10/26/03 REV: 10/21/03

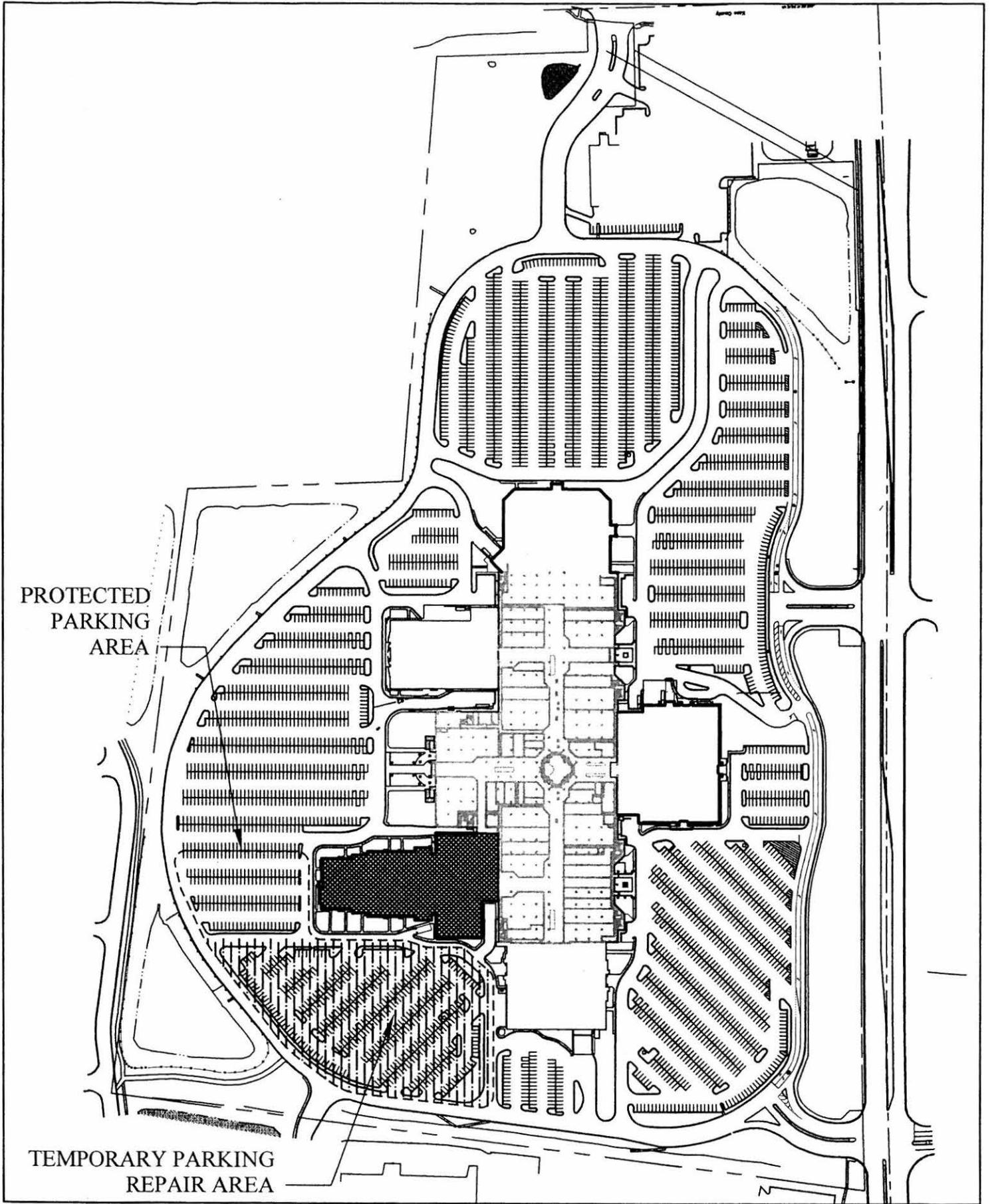
PROJECT NO. 37291  
 SHEET NO. SE 36



CLASSIC CINEMAS - LEASE EXHIBIT B  
THE QUAD ST. CHARLES - 3800 MAIN STREET, ST. CHARLES, IL

THE KRAUSZ COMPANIES, INC.

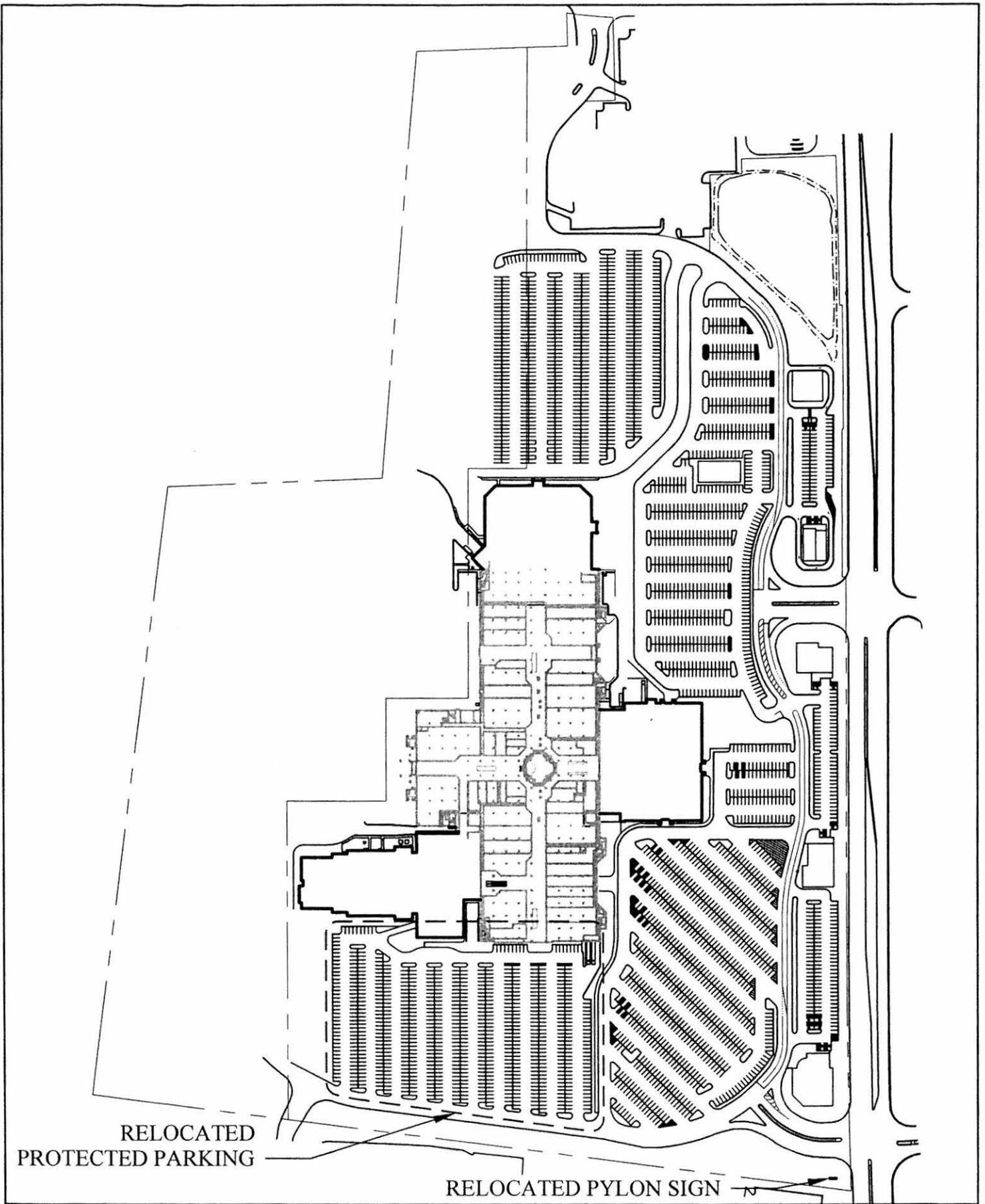




CLASSIC CINEMAS - LEASE EXHIBIT C  
THE QUAD ST. CHARLES - 3800 MAIN STREET, ST. CHARLES, IL

THE KRAUSZ COMPANIES, INC.

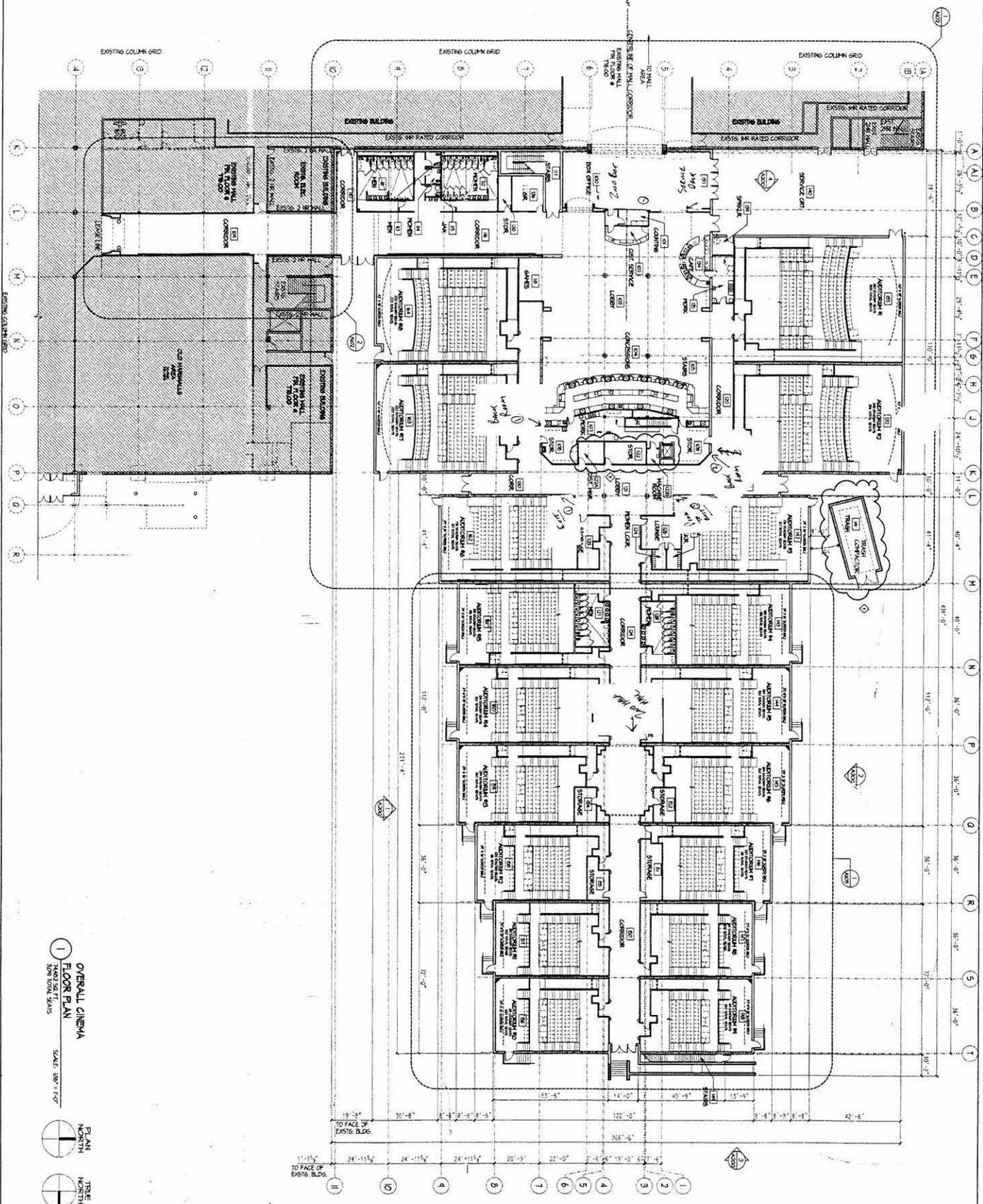




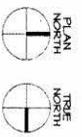
CLASSIC CINEMAS - LEASE EXHIBIT D  
THE QUAD ST. CHARLES - 3800 MAIN STREET, ST. CHARLES, IL

THE KRAUSZ COMPANIES, INC.



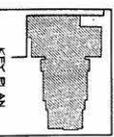


1 OVERALL CINEMA FLOOR PLAN  
SCALE: 3/8" = 1'-0"



DATE: 07/11/05	BY: J. B. B.
DATE: 07/11/05	BY: J. B. B.
DATE: 07/11/05	BY: J. B. B.
DATE: 07/11/05	BY: J. B. B.
DATE: 07/11/05	BY: J. B. B.

OVERALL FLOOR PLAN

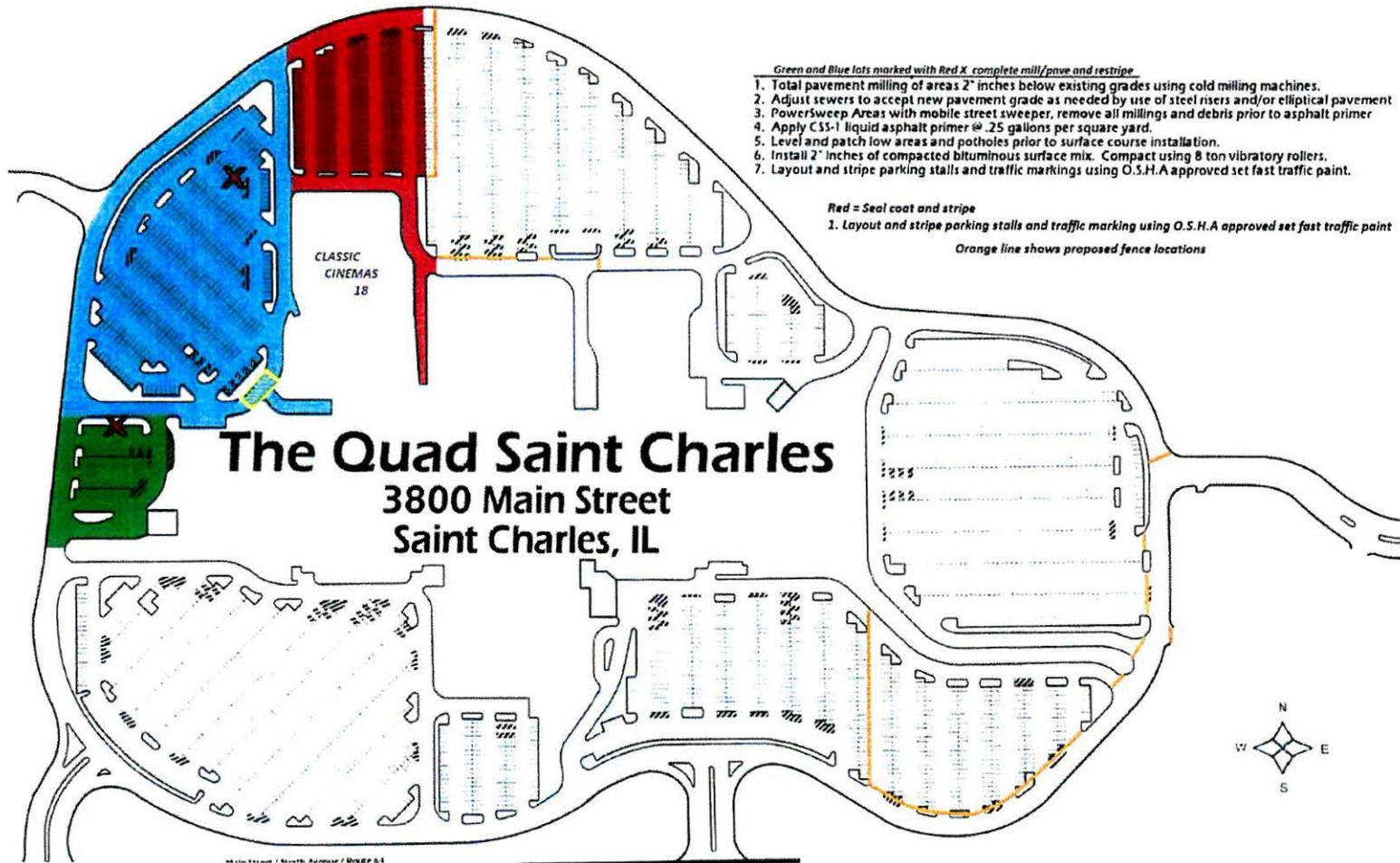


KEY PLAN

REGAL CINEMAS  
CHANGESTON SQUARE  
4TH FLOOR  
ST. CHARLES, MISSOURI

ADW  
Architects, pa.

Sheet Number  
A-100  
OF 100



*Green and Blue lots marked with Red X, complete mill/pave and restripe.*

1. Total pavement milling of areas 2" inches below existing grades using cold milling machines.
2. Adjust sewers to accept new pavement grade as needed by use of steel risers and/or elliptical pavement
3. PowerSweep Areas with mobile street sweeper, remove all millings and debris prior to asphalt primer
4. Apply CSS-1 liquid asphalt primer @ .25 gallons per square yard.
5. Level and patch low areas and potholes prior to surface course installation.
6. Install 2" inches of compacted bituminous surface mix. Compact using 8 ton vibratory rollers.
7. Layout and stripe parking stalls and traffic markings using O.S.H.A approved set fast traffic paint.

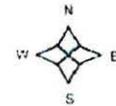
**Red = Seal coat and stripe**

1. Layout and stripe parking stalls and traffic marking using O.S.H.A approved set fast traffic paint

*Orange line shows proposed fence locations*

**Exhibit A-2**

**The Quad Saint Charles**  
**3800 Main Street**  
**Saint Charles, IL**





TIVOENT-01

MJACOBS

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
10/4/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

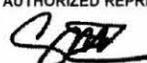
<b>PRODUCER</b> Hruska Insurancenter, Inc. 10040 W. 190th Place Mokena, IL 60448	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (708) 798-5700	FAX (A/C, No): (708) 798-1475	
	<b>E-MAIL ADDRESS:</b>		
<b>INSURED</b>  Tivoli Enterprises, Inc. 603 Rogers Street Downers Grove, IL 60515-3774	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A : Hanover Insurance Company</b>		<b>22292</b>
	<b>INSURER B : Employers Assurance Company</b>		
	<b>INSURER C :</b>		
	<b>INSURER D :</b>		
	<b>INSURER E :</b>		
<b>INSURER F :</b>			

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			ZBC0607240	10/1/2019	10/1/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ABC0903761	10/1/2019	10/1/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			UHC0872429	10/1/2019	10/1/2020	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	EIG2921964-00	10/1/2019	10/1/2020	PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	<b>Building-Repl Cost</b>			ZBC0607240	10/1/2019	10/1/2020	<b>Blanket</b> 69,122,997
A	<b>Liquor Liability</b>			ZBC0607240	5/1/2019	5/1/2020	<b>Liquor Liability</b> 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Location 3740 E Main St, St. Charles, IL 60174

<b>CERTIFICATE HOLDER</b>  Liquor Control Commissioner City of St. Charles Two E Main St Saint Charles, IL 60174	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
---	---

**ILLINOIS LIQUOR CONTROL COMMISSION**

100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601

**BEVERAGE ALCOHOL SELLERS AND SERVERS**

**EDUCATION AND TRAINING [BASSET] CARD**

**Date of Certification: 6/17/2019 Expires: 6/17/2022**

Trainer's IL Liquor License Number: 5A-0105312

**RANDALL POLLOCK**

**\*\*Card is not transferrable\*\***

**ILLINOIS LIQUOR CONTROL COMMISSION**  
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601  
**BEVERAGE ALCOHOL SELLERS AND SERVERS**  
**EDUCATION AND TRAINING [BASSET] CARD**  
Date of Certification: 7/2/2019 Expires: 7/2/2022  
Trainer's IL Liquor License Number: 5A-0105312  
**DON BAKER**  
  
... not transferrable\*\*

LCCB-01 (N-01/15)

P-000148

**ILLINOIS LIQUOR CONTROL COMMISSION**  
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601  
**BEVERAGE ALCOHOL SELLERS AND SERVERS  
EDUCATION AND TRAINING [BASSET] CARD**  
**Date of Certification: 7/3/2019 Expires: 7/3/2022**  
Trainer's IL Liquor License Number: 5A-0105312  
**ERIC HUTCHINS**  
  
**\*\*Card is not transferrable\*\***

# BASSET Card



July 22, 2019



Letter ID: L2103498864

ZANE CARTER  
217 SOUTH THIRD AVE  
SAINT CHARLES IL 60174

License No.: 5A-0105312  
Expiration Date: 7/10/2022  
License Type: Basset Card

Your "Student ID number" is: 4490754

Your "Trainer's ID number" is: 5A-0105312

Your BASSET Card is located BELOW

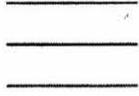
**DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.**

### IMPORTANT:

To re-print your card, visit the Illinois Liquor Control Commission website at [ILCC.illinois.gov](http://ILCC.illinois.gov)  
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

ILLINOIS LIQUOR CONTROL COMMISSION  
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601  
BEVERAGE ALCOHOL SELLERS AND SERVERS  
EDUCATION AND TRAINING [BASSET] CARD  
Date of Certification: 7/10/2019 Expires: 7/10/2022  
Trainer's IL Liquor License Number: 5A-0105312  
ZANE CARTER  
[REDACTED]  
\*\*Card is not transferrable\*\*

# BASSET Card



MORGAN WISHNEY  
645 RENEE DRIVE  
SOUTH ELGIN IL 60177

July 22, 2019



Letter ID: L0294705264

License No.: 5A-0105312  
Expiration Date: 7/16/2022  
License Type: Basset Card

Your "Student ID number" is: 4490758

Your "Trainer's ID number" is: 5A-0105312

Your BASSET Card is located BELOW

**DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.**

**IMPORTANT:**

To re-print your card, visit the Illinois Liquor Control Commission website at [LCC.illinois.gov](http://LCC.illinois.gov)  
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

**ILLINOIS LIQUOR CONTROL COMMISSION**  
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601  
**BEVERAGE ALCOHOL SELLERS AND SERVERS  
EDUCATION AND TRAINING [BASSET] CARD**

Date of Certification: 7/16/2019 Expires: 7/16/2022  
Trainer's IL Liquor License Number: 5A-0105312

MORGAN WISHNEY  


**\*\*Card is not transferrable\*\***

# BASSET Card



July 22, 2019



Letter ID: L0056678512

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
NICOLE DORSEY  
4N249 LOCUST AVE  
WEST CHICAGO IL 60185

License No.: 5A-0105312  
Expiration Date: 7/10/2022  
License Type: Basset Card

Your "Student ID number" is: 4490761

Your "Trainer's ID number" is: 5A-0105312

Your BASSET Card is located BELOW

**DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.**

### IMPORTANT:

To re-print your card, visit the Illinois Liquor Control Commission website at [ILCC.illinois.gov](http://ILCC.illinois.gov)  
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

**ILLINOIS LIQUOR CONTROL COMMISSION**  
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601  
**BEVERAGE ALCOHOL SELLERS AND SERVERS  
EDUCATION AND TRAINING [BASSET] CARD**  
**Date of Certification: 7/10/2019 Expires: 7/10/2022**  
Trainer's IL Liquor License Number: 5A-0105312  
**NICOLE DORSEY**  
[REDACTED]  
**\*\*Card is not transferrable\*\***

# BASSET Card



July 22, 2019



Letter ID: L2115033200

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
MONIQUE STREGE  
6N102 EMILY LN  
ST CHARLES IL 60174

**License No.:** 5A-0105312  
**Expiration Date:** 7/17/2022  
**License Type:** Basset Card

Your "Student ID number" is: 4490765

Your "Trainer's ID number" is: 5A-0105312

Your BASSET Card is located BELOW

**DO NOT throw away this letter as you will need your "Student ID number" directly above to re-print your card.**

**IMPORTANT:**

To re-print your card, visit the Illinois Liquor Control Commission website at [ILCC.illinois.gov](http://ILCC.illinois.gov)  
(click on the RESOURCES tab to access the "BASSET Card Lookup" page).

**ILLINOIS LIQUOR CONTROL COMMISSION**  
100 W. Randolph Street, Suite 7-801 - Chicago, IL 60601  
**BEVERAGE ALCOHOL SELLERS AND SERVERS  
EDUCATION AND TRAINING [BASSET] CARD**

**Date of Certification: 7/17/2019 Expires: 7/17/2022**  
Trainer's IL Liquor License Number: 5A-0105312

**MONIQUE STREGE**  
[Redacted]

**\*\*Card is not transferrable\*\***

## Charlestowne 18 Theatre Menu

### Candy

Buncha Crunch	\$3.00
Cookie Dough Bites	\$3.00
Cotton Candy	\$3.50
Junior Mints	\$3.00
M & M's - Peanut	\$4.50
M & M's - Plain	\$4.50
Milk Duds	\$3.00
Raisinets	\$3.00
Reeses Pieces	\$4.00
Sno Caps	\$3.00
Sour Patch Kids	\$3.00
Sour Watermelons	\$3.50
Welch's Fruit Snacks	\$3.00
Twizzlers	\$3.00
Skittles	\$4.50
Sweetart Chewy	\$4.00
Sour Skittles	\$4.50
Snickers Bites	\$3.50
Starburst	\$4.50
Kit Kat Minis	\$3.50
DC Blueberry	\$4.00
Twix Bites	\$3.50
Kazoozles	\$3.50
Airheads Extreme	\$4.00
Airheads Fruit	\$4.00

### Food

Nachos	\$6.50
Extra Cheese	\$1.00
Hot Dogs	\$3.00
Labriola Pretzel Bites	\$6.50
Churrio Bites	\$6.50

### Drinks

22oz Drink (Small)	\$4.50
32oz Drink (Medium)	\$5.00
44oz Drink (Large)	\$5.50
Icee	\$5.00
Ice Mountain Water	\$4.00
Juice Box	\$3.00
Unsweetened Tea	\$4.00
Sweet Tea	\$4.00
Kid Drink	\$3.00

### Popcorn

46oz Popcorn (Small)	\$5.50
85oz Popcorn (Medium)	\$6.50
130oz Popcorn (Large)	\$7.50
Caramel Popcorn	\$7.50
Cheese Popcorn	\$7.50
Carmel & Cheese Popcorn	\$7.50

### Combos

Classic Combo #1	\$16.00
Hot Dog Combo #2	\$13.50
Nacho Combo #3	\$14.50
Icee Combo #4	\$15.50
Pretzel Combo #5	\$14.50
Kiddie Combo	\$6.00
Kiddie Icee	\$1.00
Kiddie w/Juice Box	\$6.00

### Alcohol

Assortment of canned beer, canned wine and canned cocktails. A Frozen Jack and Coke machine, see attached product information for machine.

**Hours of operation, Daily 10:00 am until Midnight**

**No outdoor seating, no smoking area**

**No live music events**

# **LIQUOR POLICIES & GUIDELINES**

**FOR**

**Charlestowne 18**

**3740 East Main Street  
St. Charles, IL 60174  
630.443.4378**

**A Location of  
TIVOLI ENTERPRISES, INC.  
603 Rogers Street  
Downers Grove, IL 60515  
630.968.1600**

## **EMPLOYEE MANUAL – ALCOHOLIC BEVERAGE SERVICE**

This manual is a statement of policy for *Charlestowne 18/Tivoli Enterprises, Inc.* for handling and serving alcoholic beverages in accordance with the City of Saint Charles Municipal Code currently in force for a Class TBD License.

TBD licenses shall authorize the retail sale of alcoholic liquor for consumption (TBD to include a description of the license, i.e. specific rules and regulations pertaining to the Class)

As an employee of *Charlestowne 18/Tivoli Enterprises, Inc.* you must be thoroughly familiar with and strictly observe applicable State and Municipal Laws regarding prohibitions against the following:

- Serving alcoholic beverages to minors.
- Serving alcoholic beverages to obviously intoxicated persons.
- Serving alcoholic beverages before or after prescribed hours

Violations in any one of these areas may result in fines to the Company, suspension or revocation of the liquor license and personal (civil and/or criminal) liability for any employee involved:

SALES RESTRICTIONS – MINORS

***It is unlawful to give, sell or serve any alcoholic liquor to a minor (anyone under the age of 21).***

Carding

If a customer appears to be 25 years or younger, ask for a photo I.D. Do not accept anything other than one of the following forms of identification with a photo:

- Current driver's license – *Remember, vertical means under 21.*
- Passport
- Armed Forces I.D.
- Alien Registration Card
- Out of State I.D. – *can only be accepted if verified with the out of state book*

**NOTE:** A ticket is NOT adequate identification. If you are not satisfied with the identification presented, DO NOT sell to them.

Checking I.D.

There is an Illinois Driver's License Identification and Card Guide posted in the Charlestowne 18 Theatre's manager's office. Make sure you are familiar with the various types of licenses supplied within the State of Illinois. Take your time and check I.D.s to make sure they are valid.

When checking a person's I.D., the following is a list of things to look for on the identification:

- Date of Birth – check perpetual calendar to make sure customer is over 21 years of age.
- Picture – make sure picture is a good likeness of customer and that no substitute has been used.
- Seal of State issuing identification.
- Expiration date.

**NOTE:** IL Driver's Licenses have changed. The under 21 licenses are vertical & have "Under 21 until xx/xx/xx" and Under 18 until xx/xx/xx" See attached for IL driver's license samples, which are included in your manual for reference purposes. We do not accept any vertical I.D cards as identification.

If there is any doubt that the customer may not be presenting a proper I.D., one further means of checking is to have him/her sign his name and then compare the signature to that on the I.D.

**IF THERE IS ANY DOUBT, DO NOT MAKE THE SALE. IT IS ALWAYS BETTER TO LOSE THE SALE, THEN TO SELL TO A MINOR.**

## RESTRICTIONS – OTHER

***It is unlawful to serve, sell or furnish alcoholic liquor to any intoxicated person or to any person known to be a habitual drunkard, spendthrift, or insane, feeble minded or distracted person.***

Serving an obviously intoxicated person is strictly a violation of the law and Company policy. It could lead to civil or criminal responsibility. If an obviously intoxicated person leaves the premises and becomes involved in an accident, a civil suit or criminal proceedings may be brought against both the Company and the individual employee responsible.

### Recognizing the Stages of Intoxication

The following table is a guide in differentiating the various stages of intoxication. Be conservative in interpreting the customer's level of intoxication, rather than waiting until a problem becomes severe. Intoxication varies according to a complex set of factors, including body weight, food consumed and interaction of alcohol with other drugs the person may have taken. To recognize the person, who is becoming intoxicated, you must learn to monitor the behavior of customers as well as their intake of alcohol:

- *Green Level* – No noticeable behavior change -- Customer is talkative, seems relaxed comfortable happy.
- *Yellow Level* – Relaxed inhibitions and impaired judgment -- Customer becomes louder or more talkative, becomes quieter, behaves in an overly friendly way, curses at slow service.
- *Red Level* – Loss of motor coordination -- Customer spills a drink, sways when talking, has slurred speech, is unable to pick-up change, annoys or argues with other customers, becomes tearful or drowsy, has difficulty focusing, falls or stumbles.

### Cutting Off a Customer

*NEVER* serve someone who enters our place of business in an intoxicated condition.

*DO NOT SERVE* customers who obviously have any of the symptoms listed in the *RED* Level. Offer them a caffeine based soft drink. You must be courteous, but firm to avoid confrontation without backing down. Offer to call a cab for them.

Remember, “cutting off a person” can be embarrassing. The customer may feel threatened or demeaned in front of other customers. Be as courteous as possible so that you do not aggravate an already poor situation.

If a customer becomes belligerent, tell them you will be forced to call the police to remove them. Do not become physical with any customer, unless it is absolutely necessary to protect yourself.

## SERVING HOURS

***It is unlawful to sell or offer for sale at retail any alcoholic liquor in the City of St. Charles between the hours of 12:00 AM and 7:00 AM Monday thru Saturday or between the hours of 12:00 AM and 10:00 am on Sunday for our license class.***

You must know the hours when liquor may and may not be served. Strict compliance with these laws is mandatory.

## CONCLUSION

Every establishment that serves liquor has certain legal responsibilities and we take these very seriously at ***Charlestowne 18/Tivoli Enterprises, Inc.*** There may be certain situations where you are on your own and must use common sense and your best judgment in dealing with customers. If there are any questions in your mind regarding the policies, regulations and restrictions contained in this manual, you must discuss them with ***Charlestowne 18 General Manager/Liquor Manager*** and/or ***CEO/Tivoli Enterprises, Inc. and/or Classic Cinemas Division Manager.*** Any violations will be discussed with the employee. The policy will be reviewed with the employee to make sure the employee understands the policy. The employee will then receive either written documentation, suspension or termination.

ACKNOWLEDGMENT

I hereby acknowledge that I have received a copy of and I am thoroughly familiar with the liquor laws of the City of St. Charles and also the ***Tivoli Enterprises, Inc.***, policy dealing with the sale and handling of alcoholic beverages.

I will assume the responsibility to request the proper identification from any youthful customers (appearing to be under the age of 25 years) and thoroughly check it.

I will refuse the sale of alcoholic beverages to anyone who I feel is under age or intoxicated.

I understand the hours for sale of alcoholic beverages based on our license call in St. Charles are as follows:

PERMITTED HOURS OF SALE

DAY	HOURS
Monday through Saturday	7:00 a.m. to 11:59 p.m.
Sunday	10:00 a.m. to 11:59 p.m.

As of this date I am at least 21 years of age and fully understand the responsibilities and restrictions as related to the sale of alcoholic beverages.

Employee Signature \_\_\_\_\_ Date \_\_\_\_\_

Name/Printed \_\_\_\_\_ Birth Date \_\_\_\_\_

Address \_\_\_\_\_

As ***Charlestowne 18 Theatre General Manager/Liquor Manager***, I have reviewed our Company Policy and Guidelines and Elmhurst Municipal Codes related to alcoholic beverages with the above employee.

Signed \_\_\_\_\_ Date \_\_\_\_\_

The original must be executed and returned to Human Resources to be kept on file.

# ILLINOIS

## NEW DRIVER'S LICENSE/ID CARD DESIGN



Under 21 Driver's License



Driver's License



Under 21 ID Card



ID Card



Under 21 Commercial Driver's License



Commercial Driver's License (CDL)



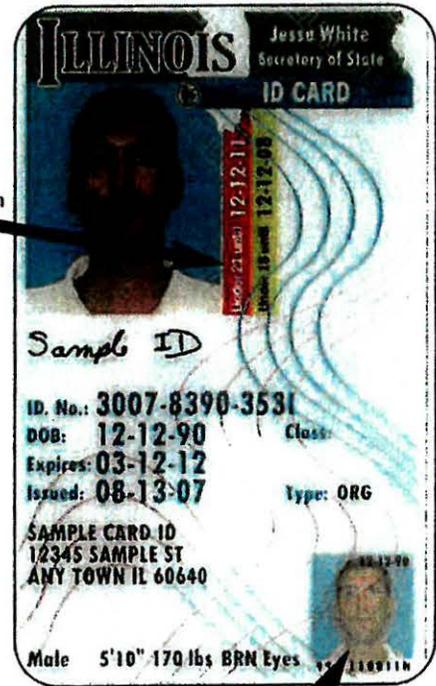
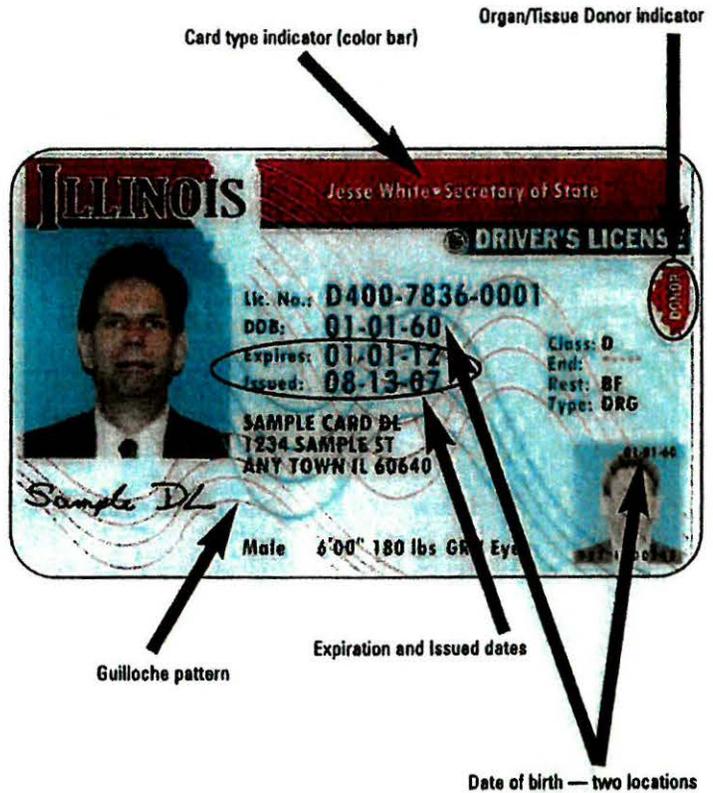
Under 21 Temporary Visitor Driver's License (TVDL)



Temporary Visitor Driver's License (TVDL)

Illinois Secretary of State Jesse White

# Driver's License/ID Card Security Features



## Driver's License Features

- Card type indicator  
Red — Driver's License and CDL  
Green — ID Card  
Purple — TVDL
- Guilloche pattern in background
- Date of birth in two locations
- Ghost image of photo
- Organ/Tissue Donor indicator
- UV, hologram, microtext and more

## Additional Features — Under 21 Driver's License

- All security features listed above
- Under 21/18 dates
- Vertical design

# Valid Over 21 Driver's Licenses/ID Cards

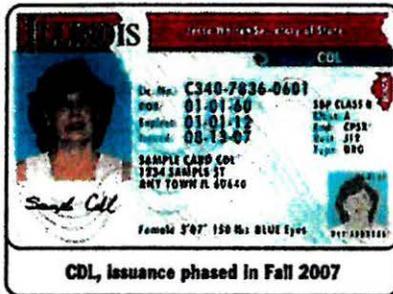
## NEW to be phased in Fall 2007



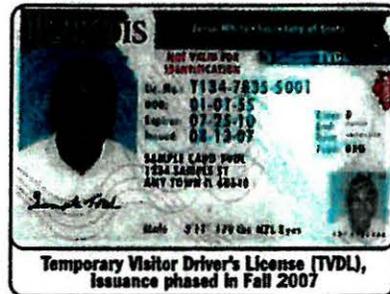
Driver's License, issuance phased in Fall 2007



ID card, issuance phased in Fall 2007



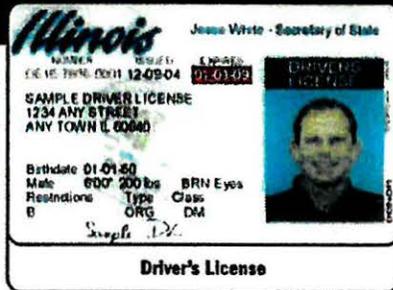
CDL, issuance phased in Fall 2007



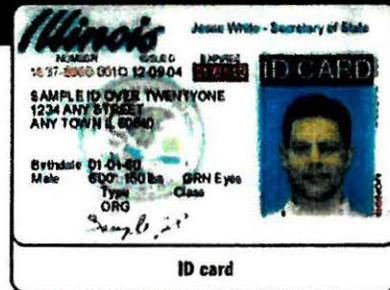
Temporary Visitor Driver's License (TVDL),  
issuance phased in Fall 2007

## OLD

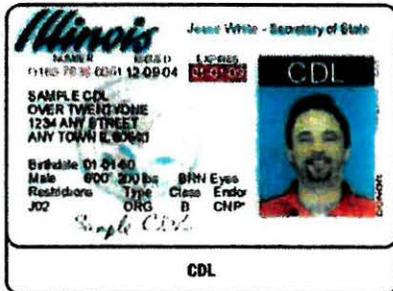
to be phased out upon individual expiration dates



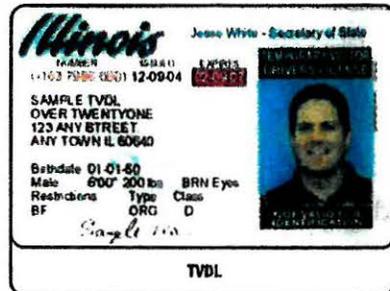
Driver's License



ID card



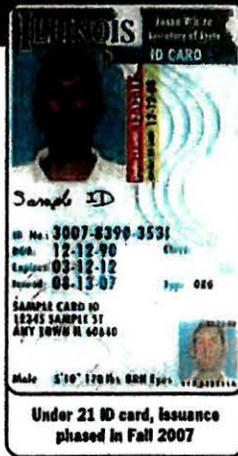
CDL



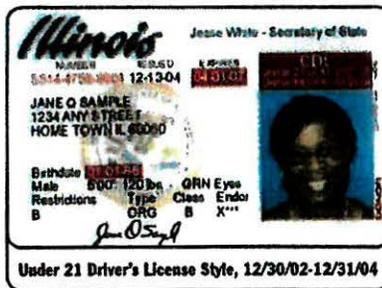
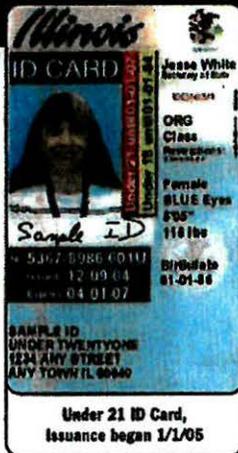
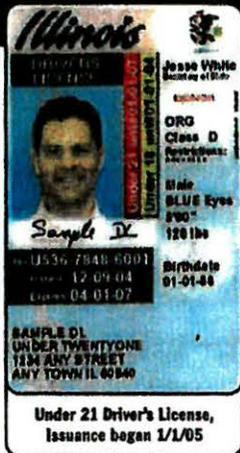
TVDL

# Valid Under 21 Driver's Licenses/ID Cards

## NEW to be phased in Fall 2007



## OLD to be phased out upon individual expiration dates



# Features on Back of Driver's License/ID Card



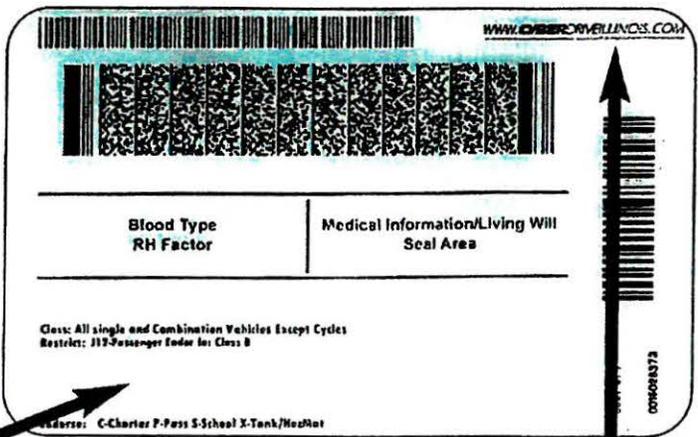
1D barcode with DL or ID number

Barcode used for inventory tracking

2D barcode with text from card front



Text on ID cards



Web site address

Area for literal text (class, restrictions, endorsements)  
Area may be covered by safe driver renewal sticker

## Features on Back of Driver's License and ID Cards

- Existing medical information areas relocated
- Existing 2D and 1D barcodes relocated
- New 1D barcode for internal materials tracking
- Web Site address — [www.cyberdriveillinois.com](http://www.cyberdriveillinois.com)
- New text on ID cards (Not for driving purposes)
- Organ Donor signature area no longer needed due to new Organ/Tissue Donor Registry (witnesses or family consent no longer necessary)

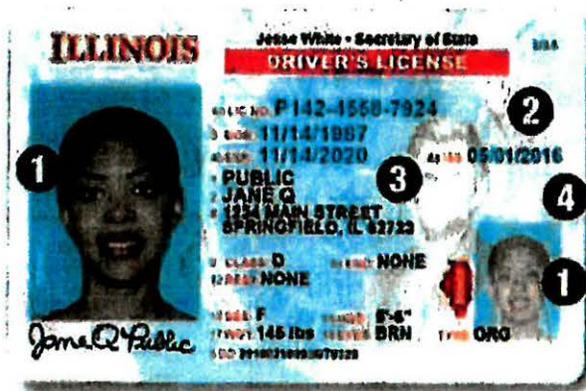
# Features of the new driver's license

1) Larger photo along with smaller version of the same image.

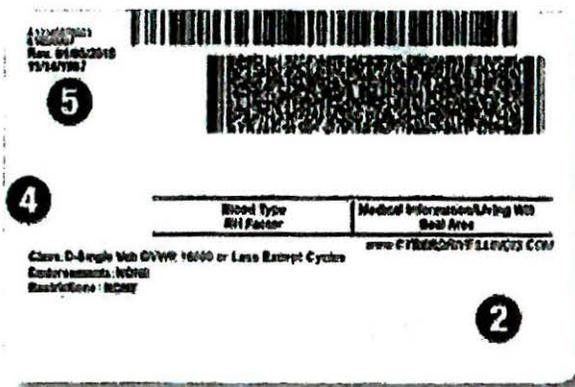
2) To deter counterfeiting, design includes patterns and images, including 3) portrait of Lincoln and state seal.

4) Laser perforation in shape of Illinois, viewable when held up to light.

5) On back, person's photo and birth date viewable under ultraviolet light.



↑ Front Back ↓



## How the new license will be issued

You'll no longer walk out of a Secretary of State's office with a new license. Here's how the new process will work.

A) To renew your license, go to the local Secretary of State office, take required tests and have a photo taken.

B) You'll be issued a paper copy of your new license and your old license will be returned to you with a hole punched in it. You'll use the two IDs until the new license arrives, even for air travel.



Example of a temporary license.

C) Your information will be sent to a central unit in Illinois, where background checks will be run and the new license created.

D) The new license should be mailed to you within 15 business days.

Source: Illinois Secretary of State

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 5c

Title:

Recommendation to approve a Proposal for a new Class B1 Liquor License Application for House of Tokyo Two Corporation dba House of Tokyo, located at 2762 E Main St., St. Charles.

Presenter:

Police Chief James Keegan

Meeting: Government Operations Committee

Date: November 18, 2019

Proposed Cost: \$

Budgeted Amount: \$

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

This is a new liquor license request for the new owners of the existing House of Tokyo establishment, located at 2762 E. Main St. in St. Charles.

This is the applicant's first business.

*Pursuant to this item being presented at the Government Operations Committee Meeting on November 18, 2019 to seek approval; it will be brought before the Liquor Control Commission at a meeting scheduled for 4:30 p.m., the same day, to process and move it forward to this Committee. This item will then continue on to the City Council Meeting scheduled on December 2, 2019 for final approval.*

**Attachments** *(please list):*

Memo, Application, Floor Plan, Certificate of Insurance, BASSET

**Recommendation/Suggested Action** *(briefly explain):*

Recommendation to approve a Proposal for a new Class B1 Liquor License Application for House of Tokyo Two Corporation dba House of Tokyo, located at 2762 E Main St., St. Charles.



# Memo

Date: 11/12/2019

To: The Honorable Ray Rogina, Mayor-Liquor Commissioner

From: James Keegan, Chief of Police

Re: Background Investigation-House of Tokyo located at 2762 E. Main St. (B-1)

---

The purpose of this memorandum is to document and forward to your attention the results of the background investigation conducted by members of the St. Charles Police Department concerning the above mentioned establishment.

Restaurant Manager Sera Choi intends to operate a restaurant and bar at the above location. The site location/floor plans and the corresponding application materials were reviewed by my staff.

We also found nothing of a derogatory nature that would preclude either the site location or the applicant from moving forward with this business and on-site consumption, subject to City Council approval. She is applying for a class B-1 license.

Thank you in advance for your consideration in this matter.



# Memo

Date: 11/07/19  
To: Chief Keegan (via chain of Command)  
From: Commander Majewski  
Re: Liquor License Background, House of Tokyo Two Corporation

---

The purpose of this memo is to outline steps taken during the background investigation for a liquor license application. This investigation was done based on the application submitted for Class B-1 for the business, House of Tokyo Restaurant. This business is to be located at 2762 E. Main Street.

## **Applicant:**

Choi, Sera [REDACTED]  
[REDACTED]

## **Application:**

The application was received on or around 10/30/19. The application appears to be complete including a signed lease, Certificate of Insurance, a floor plan, and business plan.

Sera Choi holds a valid BASSET Certification which is included in the application.

## **Records Checks:**

Sera Choi was fingerprinted. Responses from both the FBI and Illinois Bureau of Identification show nothing that would cause the license to be denied.

A check of St. Charles and Kane County records showed no contacts that would preclude them from obtaining a liquor license from the city.

A check of the Illinois Liquor Control Commission showed current active license for Choi related to a restaurant in Buffalo Grove called Hanabi (Hanabi Inc.).

The applicant currently resides in Buffalo Grove, IL. Records from Buffalo Grove Police Department showed no contacts that would preclude them from obtaining a liquor license from the city. However, reference Sera's liquor license renewals for Hanabi, they have been submitted late for the past 6 years.



A check of TLO and I-Clear (law enforcement databases) showed the information concerning identity of Sera Choi to be accurate and no areas of concern were noted.

A check of the Illinois Secretary of State showed both Hanabi Inc. and House of Tokyo Corporation Two to be in good standing.

**INTERVIEW WITH APPLICANT:**

On 11/07/19 at approximately 2:15 pm, I met with Sera Choi at House of Tokyo which is currently open for business. I asked Sera why she wanted to manage this restaurant in St. Charles. She stated her brother has owned the business for the past 20 years and has cancer and can no longer work. She has since taken over management of the restaurant but they have stopped serving alcohol as she goes through this application process. They will start serving alcohol as soon as they are approved to do so and have a few cases of Japanese beer in inventory.

Sera added that she still owns and manages Hanabi in Buffalo Grove and has lived in Buffalo Grove for the past 20 years. She has one child in college and another child close to finishing high school and will consider moving closer to the St. Charles area once they graduate. I had asked her via email about her business plan. She simply replied that the restaurant holds 85 patrons, has lunch served between 11am and 2pm Tuesday-Sunday and is open for dinner every day 3:30pm to 9:30pm. She has 2 waitresses, 2 hibachi chefs and 2 sushi chefs. All the employees serving alcohol are all Bassett certified and she will be the only manager.

I noted a few questions on the applications that needed clarification that I believe Sera may have misread. They were; Page 4, #3, Number of years of experience for the above listed type of business. Sera put 0 but told me she has 21 years of restaurant experience. Page 6, #17, (the last question) Will you and all of your employees refuse to serve or sell alcoholic liquor to an intoxicated person or a minor. Sera marked No for her answer. I asked her again to clarify and she stated yes she would refuse.

**SITE VISIT:**

On 11/07/19, I visited the location as stated above and found the business lay out to be very similar to the floor plan provided with the application.

This concludes this background investigation. Recommend approval.

EM



해야될것 city

City of St. Charles, Illinois Liquor Control Commissioner  
**CITY RETAIL LIQUOR DEALER LICENSE APPLICATION**  
**APPLICATION FEE IS NON-REFUNDABLE**



Incomplete applications will not be accepted.  
**Completed applications may be submitted to:**  
 Two East Main Street, St. Charles, IL 60174-1984

B1

Date Application Received: 10/24/2019  **New Application**  **Renewal Application**

**APPLICATION CHECKLIST**

Check items to confirm all are attached to this application	Applicant	Office Use Only
Application Fee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed Application for all questions applicable to your business.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Lease/Proof of Ownership	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Dram Shop Insurance or a letter from insurance agent with a proposed quote.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Articles of Corporation, if applicable.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Completed B.A.S.S.E.T. (Beverage Alcohol Sellers & Servers Training) form – filled out for all employees. A copy of the B.A.S.S.E.T. certificate is <b>only</b> needed for <b>each manager</b> . It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for all of their employees.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Site Plan for Establishment (Drawn to scale including the parking lot, patio and/or deck, outdoor seating).	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Floor Plan for Establishment (Drawn to scale and <b>must include</b> the layout of the establishment with tables, chairs, aisles, displays, cash register, bar, and lounge area with dimensions, percentage, and square footage noted for each space). Be sure to also include all <b>fixed objects</b> , such as pool tables, bar stools, vending/amusement machines; as well as all <b>exits</b> .	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Copy of Business Plan, to include: <input type="checkbox"/> Hours of Operation <input type="checkbox"/> Copy of Menu <input type="checkbox"/> Whether or not live music will be played at this establishment <input type="checkbox"/> Will there be outdoor seating and/or outdoor designated smoking area <input type="checkbox"/> <b>Do not include a marketing or financial plan with this business plan</b>	<input type="checkbox"/>	<input type="checkbox"/>
Are any building alterations planned for this site? If not sure, please contact <b>Building &amp; Code Enforcement at 630.377.4406</b> and/or <b>Fire Prevention Bureau at 630.377.4458</b> to discuss whether or not a walk-thru and/or permit are necessary for this business.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
All managers have been fingerprinted who are employed by your establishment. When new management is hired, it is imperative you contact the Mayor's office to be fingerprinted so the City's business files are appropriately updated.	<input type="checkbox"/>	<input type="checkbox"/>

**OFFICIAL USE ONLY**

Approved\*  Denied Date Approved/Denied: \_\_\_\_\_ Customer Number: \_\_\_\_\_

Signature of Mayor, Liquor Control Commissioner \_\_\_\_\_ Date Issued \_\_\_\_\_

**\*ISSUANCE OF THIS LICENSE IS CONTINGENT ON MEETING ALL REQUIRED BUILDING AND FIRE DEPARTMENT REQUIREMENTS.**

**APPLICANT INFORMATION**

A. Type of Business:  Individual  Partnership  Corporation  Other (explain):

B. Business Name: House of Tokyo Two Corporation

C. Business Address: 2762 E. Main St. St. Charles, IL 60174

D. IL Tax ID Number: [Redacted] E. Business Phone: (630) 587-8711 F. Business E-mail: [Redacted] G. Business Website: www.houseoftokyo.com

H. Contact Person: Sera Char. I. Title: President J. Phone No.: (847) 308-0768

K. If Corporation, Corporation Name: Same as Above

L. Corporation Address (city, state, zip code): Same as Above

**BUSINESS ESTABLISHMENT LOCATION INFORMATION**

A. Type of Establishment:  Package  Restaurant  Tavern  Hotel/Banquet/Arcada/Q-Center  Other

B. Address applying for liquor license (exact street address): 2762 E. Main St. St. Charles, IL 60174 C. Number of Parking Spaces: 60 D. Outside Dining s.f. [17.20.020-R]: N/A E. Holding Bar s.f. [5.08.010-F]: 4 x 2 ft

F. Total Building s.f.: 6,000 G. Total Number of Seats: 85 H. Number of Bar Seats: 3 I. Sale Counter s.f.: 14 J. Live Entertainment Area s.f. [5.08.010-H]: X N/A

K. Kitchen s.f.: 2,000 L. Cooler s.f.: 50 M. Dry Storage s.f.: 30 N. Seating Area s.f.: 2,800 O. Retail/public Area s.f.: N/A P. Service Bar s.f. [5.08.010-O]: 20

Q. Brief Business Plan description based on type of establishment listed above:

Japanese Restaurant

**MANAGER INFORMATION**

Full Name, include middle initial: Sera Char Title: President

Birthdate: [Redacted] Birthplace: [Redacted] Driver's License#: [Redacted] Home Phone: [Redacted]  
Home Address: [Redacted]

Full Name, include middle initial: Title:  
Birthdate: Birthplace: Driver's License#: Home Phone:  
Home Address:

Full Name, include middle initial: Title:  
Birthdate: Birthplace: Driver's License#: Home Phone:  
Home Address:

**PROPOSED FLOOR PLAN/LAYOUT OF PROPERTY**

**Mandatory: attach to this application a floorplan or layout of the proposed facility to include the following:**

**CLASS B LICENSES**

1.	Every application for a Class B license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale showing the following ( <b>check off once complete</b> ):  a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof;  b. The designated use of each room or segregated area (i.e. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided);  c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2.	The site drawing is subject to the approval of the Local Liquor Control Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any license by noting the same on the approved site drawing or as provided on the face of the license.
3.	A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4.	It shall be unlawful for any Class B licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

**CLASS C LICENSES**

1.	Every application for a Class C license, whether an initial application or a renewal application, shall have attached thereto a site drawing of the proposed licensed premises, drawn to scale, showing the following ( <b>check off once complete</b> ):  a. The location of all rooms, segregated areas, including outdoor seating areas and the square footage thereof;  b. The designated use of each room or segregated area (e.g. dining room, holding bar, service bar, kitchen, restrooms, outdoor seating areas, all rooms and segregated areas, including outdoor areas, where alcoholic liquor may be served or consumed and all locations where live entertainment may be provided);  c. The proposed seating capacity of rooms or segregated areas where the public is permitted to consume food and/or alcoholic beverages and/or live entertainment may be provided.**
2.	The site drawing is subject to the approval of the Local Liquor Commissioner. The Local Liquor Commissioner may impose such restrictions as he deems appropriate on any licensee by noting the same on the approved site drawing or as provided on the face of the license.
3.	A copy of the approved site drawing shall be attached to the approved license and is made a part of said license.
4.	It shall be unlawful for any Class C licensee to operate and/or maintain the licensed premises in any manner inconsistent with the approved site drawing.

**\*\*THE FIRE PREVENTION BUREAU WILL FURNISH ALL FINAL, PERMITTED OCCUPANCY NUMBERS FOR THIS LICENSE.**

**CORPORATION / PREMISES QUESTIONS**

If applicant is an individual or partnership, is each and every person a United States citizen (5.08.070-2)?  Yes  No

1. Is any individual a naturalized citizen?  Yes  No

If yes, print name(s), date(s), and place(s) of naturalization:

2. List the type of business of the applicant (5.08.070-3): Japanese Restaurant

3. Number of years of experience for the above listed type of business (5.08.070-4): ~~5~~ ? 21 years SC

4. Amount of merchandise that normally will be in inventory when in operation (5.08.070-5): \$ 2,200

5. Location/address and description of business to be operated under this applied for license (5.08.070-6):

2762 E Main St  
St. Charles, IL 60174

6. Is the premises owned or leased (5.08.070-6A)?  Owned  Leased

7. If the premises are leased, list the names and addresses of all direct owners or owners of beneficial interests in any trusts, if premises are held in trust (5.08.070-6B):

Name of Building Owner: Foxfield Commons LLC

Address of Building Owner: 400 S 2nd Street

Mailing Address of Building Owner (if different):

Phone Number: [Redacted]

E-mail Address: [Redacted]

Name of Building Owner:

Address of Building Owner:

Mailing Address of Building Owner (if different):

Phone Number:

E-mail Address:

Name of Building Owner:

Address of Building Owner:

Mailing Address of Building Owner (if different):

Phone Number:

E-mail Address:

8. Does the applicant currently operate, or operated in the past, any other establishment within the City of St. Charles that requires a liquor license?  Yes  No

If yes, please list the business name(s) and address(es):

9.	<p>Does applicant have any outstanding debt with the City of St. Charles, including, but not limited to, utility bills, alcohol tax, and permit fees, for any current or previous establishment owned, operated or managed by the applicant? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes, please note the City of St. Charles requires all debt to be paid in full before consideration of a new or renewed liquor license is issued.</b></p>
10.	<p>Are any improvements planned for the building and/or site that will require a building permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes, has a building permit been applied for?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>If yes, date building permit was applied for with Building &amp; Code Enforcement:</b></p>
11.	<p>Has applicant applied for a similar or other license on the premises other than the one for which this license is sought (5.08.070-7)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes, what was the disposition of the application? Explain as necessary:</b></p>
12.	<p>Has applicant (and all persons listed on page 1 of this application) ever been convicted of a felony under any Federal or State law, or convicted of a misdemeanor opposed to decency or morality (5.08.070-8)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Is applicant (and all persons listed on page 1 of this application) disqualified from receiving a liquor license by reason of any matter contained in Illinois State law and/or City of St. Charles Municipal Ordinances? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
13.	<p><b>List previous liquor licenses issued by any State Government or any subdivision thereof (5.08.070-9). Use additional paper if necessary.</b></p> <p><b>Government Unit:</b> Village of Buffalo Grove</p> <p><b>Date:</b> 4/30/2019 <b>Location, City/State:</b> 734 S. Buffalo Grove Rd Buffalo Grove, IL 60089</p> <p><b>Special Explanations:</b> Class E.</p> <p><b>Government Unit:</b></p> <p><b>Date:</b> <b>Location, City/State:</b></p> <p><b>Special Explanations:</b></p>
14.	<p>Have any liquor licenses possessed ever been revoked (5.08.070-9)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes, list all reasons on a separate, signed letter accompanying this application.</b></p> <p>Has any director, officer, shareholder, or any of your managers, ever been denied liquor license from any jurisdiction? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>If yes, proceed to Question 15. If more space is needed, please attach a separate sheet of paper with the information.</b></p>

15.	<p><b>Complete ONLY if yes was answered to the questions above (14):</b> None</p> <p>Name: _____ Name of Business: _____</p> <p>Position with the Business: _____</p> <p>Date(s) of Denial: _____</p> <p>Reason(s) for Denial of License: _____</p>
16.	<p>Date of Incorporation (Illinois Corporations) (5.08.070-10): 02-19-2019</p> <p>Date qualified under Illinois Business Corporation Act to transact business in Illinois (Foreign Corporation): None</p>
17.	<p>Has the applicant and all designated managers read and do they all understand and agree not to violate any liquor laws of the United States, the State of Illinois, and any of the ordinances of the City of St. Charles in conducting business(5.08.070-11)?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Have you, or in the case of a corporation, the local manager, or in the case of a partnership any of the partners, ever been convicted of any violation of any law pertaining to alcoholic liquor? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you, or in the case of a corporation the local manager, or in the case of a partnership any of the partners, ever been convicted of a felony? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Have you ever been convicted of a gambling offense? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If a partnership or corporation, include all partners and the local manager(s).)</p> <p>Will you and all your employees refuse to serve or sell alcoholic liquor to an intoxicated person or to a minor?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
18.	<p><b>Mandatory:</b> All individual owners, partners, officers, directors, and/or persons holding directly or beneficially more than five (5) percent in interest of the stock of owners by interest listed on page 1 of this application must be fingerprinted by the City of St. Charles Police Department (5.08.070-A12).</p> <p>Has this been done? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, date(s): Oct 24, 2019</p>
19.	<p><b>Mandatory:</b> Has the applicant attached proof of Dram Shop Insurance to this application or already furnished it to the City of St. Charles (5.08.060)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If already furnished, date of delivery: _____</p> <p><b>NOTE: Insurance must be issued from May 1, 20XX – April 30, 20XX in accordance with City code 5.08.060. Request a prorated rate from your insurance company if you are applying for a new license during this timeframe.</b></p>

20. **Mandatory:** Is the premises within 100 feet of any real property of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands, or children; and/or any military or naval station (5.08.230)?  
 Yes  No

**COMMENTS/ADDITIONAL INFORMATION**

**APPLICATION FOR LATE NIGHT PERMIT**

**SUPPLEMENTAL TO LIQUOR LICENSE FOR CLASS B/C**

To: St. Charles Liquor Control Commission

Date:

I now possess or have applied for a liquor license Class

Applicant's Name:

Name of Business:

Business Address:

Business Phone:

**SUPPLEMENTAL PERMIT APPLIED FOR**

**Payment of Late Night Permit fee is required at the time the permit is issued.**

1:00 a.m. Late Night Permit – fee of \$800.00

2:00 a.m. Late Night Permit – fee of \$2,300.00

**NOTE:** Other permits that may be available upon request include:

- Class E – Special Event License (1 to 3-day event @ \$100.00 per day)
- Outdoor Dining Permit (Contact Community & Economic Development @ 630.377.4443)

**SIGNATURES**

X

Applicant Signature

Date

**B.A.S.S.E.T. TRAINING**

Please list employees required to have B.A.S.S.E.T training on this page – include all managers, assistant managers, bartenders, and clerks who are permitted to make alcoholic liquor sales. **Include copies of certificates for managers only and mark Manager if applicable. Add another page, if needed.**

**Name:**  
(First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course: Place Course was Taken:

Birthdate: Certificate Granted: Expiration:

**Name:**  
(First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course: Place Course was Taken:

Birthdate: Certificate Granted: Expiration:

**Name:**  
(First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course: Place Course was Taken:

Birthdate: Certificate Granted: Expiration:

**Name:**  
(First) (Last) (Middle) Manager

Home Street Address:

City, State, Zip:

Date of Course: Place Course was Taken:

Birthdate: Certificate Granted: Expiration:

**NEW MANAGEMENT REQUIREMENTS**

**Whenever a new manager comes on board, the City must be notified and that person must be fingerprinted.**

**It is the business establishment's responsibility to keep copies of all B.A.S.S.E.T. certificates on file for their employees.**

# Illinois BASSET SELLER / SERVER CERTIFICATION

**Trainee Name:** Sera Choi choi

**Certificate #:** 000015697037

**Date of Completion:** 04/30/2019

**School Name:**

**360training.com dba Learn2Serve**

I,   
certify that the above named person  
successfully completed an approved  
**Learn2Serve Seller/Server course.**

This course provides necessary  
knowledge and techniques for the  
responsible serving of alcohol.

This is your temporary certificate of completion. You will receive your official card in the mail. Please forward all questions to [support@360training.com](mailto:support@360training.com).

**learn<sup>2</sup>  
serve**

**Corporate Headquarters**

6801 N. Capital of Texas Hwy, Bldg 1,  
Suite 250, Austin, TX 78731  
Phone: 877.881.2235

**APPLICATION FOR LATE NIGHT PERMIT  
SUPPLEMENTAL TO LIQUOR LICENSE FOR CLASS B/C**

To: **St. Charles Liquor Control Commission**

Date:

I now possess or have applied for a liquor license Class

Applicant's Name:

Name of Business:

Business Address:

Business Phone:

**SUPPLEMENTAL PERMIT APPLIED FOR**

**Payment of Late Night Permit fee is required at the time the permit is issued.**

1:00 a.m. Late Night Permit – fee of \$800.00

2:00 a.m. Late Night Permit – fee of \$2,300.00

**NOTE:** Other permits that may be available upon request include:

- Class E – Special Event License (1 to 3-day event @ \$100.00 per day)
- Outdoor Dining Permit (Contact Community & Economic Development @ 630.377.4443)

**SIGNATURES**

  
Applicant's Signature

**TRACEY R CONTI**  
NOTARY PUBLIC, STATE OF ILLINOIS  
MY COMMISSION EXPIRES 2/26/2023

  
10-24-19

Liquor Commissioner hereby directs City Clerk to issue permit indicated above.

\_\_\_\_\_  
Liquor Commissioner's Signature

\_\_\_\_\_  
Date

**ADDENDUM TO RETAIL LIQUOR LICENSE APPLICATION**

**To be completed by the City of St. Charles Police Department**

Date: x	Name of Applicant: Sera Choi
------------	---------------------------------

Name of Business:  
House of Tokyo Two Corporation

Address of Business: 2762 E. Main St. St. Charles, IL 60174	Ward Number:
--	--------------

**To Liquor Control Commissioner, City of St. Charles, Illinois**

Pursuant to the provision of the City of St. Charles Municipal Code, Chapter 5.08, Alcoholic Beverages, the following guide shall be in effect for the investigation of an applicant for a Retail Dealer's Liquor License:

1.	Date on which applicant will begin selling retail alcoholic liquors at this location:
2.	Is the location within 100 feet of any church; school; hospital; home for the aged or indigent persons; home for veterans, their wives/husbands or children; or any military or naval station? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.	<p>If the answer to question 2 is yes, answer the following: Is applicant's place of business a hotel offering restaurant service, a regularly organized club, a restaurant, a food shop, or other place where the sale of alcoholic liquors is not the principal business? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>If yes, answer a, b and c:</b></p> <p>a. State the kind of such business:</p> <p>b. Give date on which applicant began the kind of business named at this location:</p> <p>c. Has the kind of business designated been established at this location for such purpose prior to February 1, 1934, and carried on continuously since such time by either the applicant or any other person?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
4.	<p>If premises for which an alcoholic liquor license is herein applied for are within 100 feet of a church, have such premises been licensed for the sale of alcoholic liquor at retail prior to the establishment of such church? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><b>If yes,</b> have the premises been continuously operated and licensed for the sale of alcoholic liquor at retail since the original alcoholic liquor license was issued therefore? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
5.	Is the place for which the alcoholic liquor license is sought a dwelling house, flat, or apartment used for residential purposes? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.	Is there any access leading from premises to any other portion of the same building or structure used for dwelling or lodging purposes and which is permitted to be used or kept accessible for use by the public? (Connection between premises and such other portion of building or structure as is used only by the applicant, his/her family and personal guests not prohibited.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7.	<p>If applicant conducts or will conduct in the same place any other class of business in addition to that of City Retailer of Alcoholic Liquor, state the kind and nature of such business: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

8.	Are all rooms where liquor will be sold for consumption on the premises continuously lighted during business hours by natural light or artificial white light so that all parts of the interior shall be clearly visible? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
9.	Are premises located in any building belonging to or under the control of the State of Illinois or any other political subdivision thereof, such as county, city, etc.? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
10.	Are the premises for which license is herein applied for a store or place of business where the majority of customers are minors of school age or where the principal business transacted consists of school books, school supplies, food or drinks for such minors? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
11.	It is required by the City of St. Charles that all employees undergo BASSET training. Provide a copy of the certificate of training completion for each manager. All certificates for managers have been submitted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
12.	From your observation and investigation, has applicant—to the best of your knowledge—truthfully answered all questions? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, state exceptions:
13.	Have all persons named in this application been fingerprinted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Fingerprinted by: <u>SCPD</u> Date: <u>10/24/19</u>
14.	Other necessary data:

**SIGNATURES**  
**ENDORSEMENTS AND APPROVALS**

**INVESTIGATING OFFICER**

[Signature] 377 / Commander  
Investigating Officer Signature Badge Number & Rank

**ENDORSEMENT OF THE CHIEF OF POLICE**

Recommend Issuing Liquor License:  Yes  No

[Signature] 11-12-19  
Signature Of Chief of Police Date

## **Business Plan – House of Tokyo**

House of Tokyo.

It is a Japanese restaurant. We serve sushi, steak and Tappanyaki.

It is located 2762 e. Main St., St. Charles, IL 60174. The Capacity of the restaurant is 85 people.

We are open for lunch

11:00 am-2:00 pm Tuesday through Sunday

Open for dinner

3:30 pm – 9:30 pm every day.

I have 7 employees, including

2 waitresses

2 hibachi chef

2 sushi chef

All my servers are basset certified and food allergy trained.

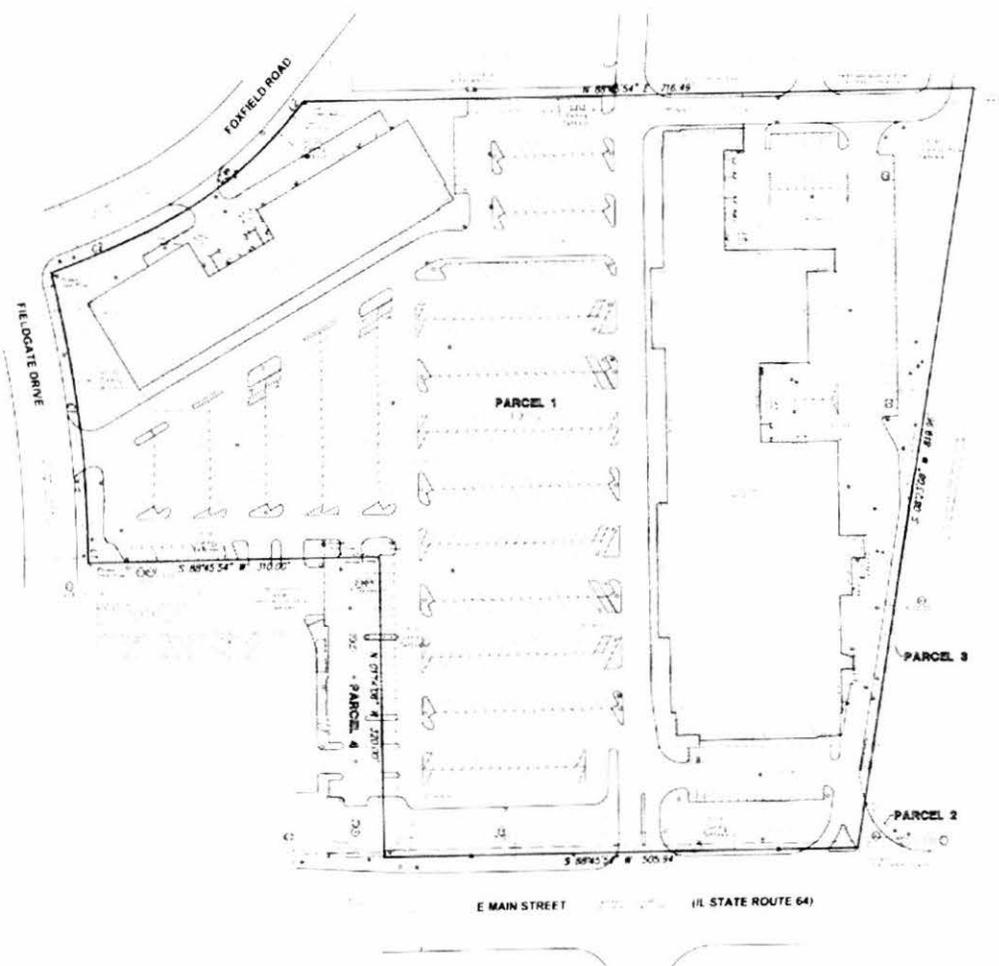
If you have any question please contact me







**EXHIBIT A**  
**SHOPPING CENTER SITE PLAN AND DELINEATION OF PREMISES**



## Appetizer

Goma Ae ..... 3.75	Boiled Spinach with sesame sauce	Urya Yakko ..... 4.25	Cold tofu with ginger, scallions and soy sauce
Tokyo Shrimp ..... 5.75	Jumbo butterflied shrimp topped with light egg yolk batter / 3pcs	Eda Mame ..... 3.50	Boiled green soy beans
French Garlic Shrimp ..... 5.75	Jumbo butterflied shrimp topped with garlic and butter	Tempura ..... 5.25	Lightly battered and deep-fried seafood and vegetables
Scallop Flambe ..... 4.95	Sauteed scallops with mushrooms / 3pcs	Shrimp ..... 5.25	
Gyoza ..... 4.25	Japanese style pan-fried dumplings / 6pcs	Calamari ..... 5.25	
Shumai ..... 4.25	Japanese style steamed dumplings / 6pcs	Vegetable ..... 4.25	
Yakitori ..... 4.50	Charbroiled chicken on skewers with special sauce	Kani-Su ..... 6.50	Japanese cucumber salad with crabmeat in vinegar sauce
Asparagus Beef Roll ..... 5.95	Thinly sliced beef rolled with asparagus and broiled in special sauce	Tako-Su ..... 5.25	Japanese cucumber salad with octopus in vinegar sauce
Negi-Ika Roll ..... 5.95	Tender calamari steak rolled with scallions and deep-fried	Sunomono Moriawase ..... 7.50	Japanese cucumber salad with variety of fresh seafood
Soft Shell Crab ..... 6.95	Deep-fried jumbo soft-shell crab served with our special sauce	Kaiso-Salad ..... 4.75	Variety of seaweed and cucumber in vinegar sauce
Beef Sashimi ..... 6.95	Slightly grilled beef with vinegar sauce	Sushi Appetizer ..... 7.95	3 pieces of sushi, 1/2 tekka maki, 1/2 kappa maki
Agedashi Tofu ..... 4.75	Deep-fried tofu topped with scallions and special sauce	Tuna Sashimi ..... 8.95	
		Yellowtail Sashimi ..... 9.95	
		Salmon Sashimi ..... 8.95	
		Combination Sashimi ..... 11.95	
		Uni Ika ..... 8.95	
		Hamachi Kama ..... 6.95	

## Dinner Sushi Entrees

Served with Miso Soup and Salad

Vegetarian Maki Special ..... 10.95	Koppa Maki, Oshinko, Komyo Maki and Goma Ae Maki	Tekka Don ..... 15.95	Fresh Slices of Tuna over Sushi rice
Makimono Special ..... 13.95	California Maki, Tekka Maki, Koppa Maki and Soppo Maki	Sake Don ..... 15.95	Fresh slices of Salmon over Sushi rice
Makimono Deluxe ..... 14.95	California Maki, Ebi Tempura Maki, Spicy Tuna Maki and Koppa Maki	Chirashi Sushi ..... 15.95	Variety of fresh fish slices over Sushi rice
Sushi Regular ..... 14.95	7 pieces of Sushi and Soppo Maki	Una-Ju ..... 15.95	Slices of Broiled Eel over rice with special sauce
Sushi Deluxe ..... 17.95	9 pieces of Sushi and California Maki	Sushi & Sashimi Combination ..... 21.95	4 pieces of Sushi, 1/2 Tekka, 1/2 Koppa and variety of Sashimi
Sushi Supreme ..... 22.95	11 pieces of Sushi and California Maki with masago	Sashimi Regular ..... 15.95	
		Sashimi Deluxe ..... 18.95	
		Sashimi Supreme ..... 25.95	

## Tokyo Special Combinations

Served with Miso Soup and Ice

Combination A ..... 15.95	Shrimp Tempura, Chicken Teriyaki, Sunomono and California Maki	Combination C ..... 17.95	Shrimp Tempura, Teriyaki Steak, Sunomono and California Maki
Combination B ..... 16.95	Shrimp Tempura, Salmon Teriyaki, Sunomono and California Maki	Combination D ..... 19.95	Shrimp Tempura, Sushi Sashimi, Sunomono and California Maki

## Japanese Noodle and Soup

Stir-Fried Noodles ..... 8.95	Japanese style thick noodles and vegetables sauteed with our special sauce
Yosenabe ..... 13.95	Variety of seafood, vegetables and tofu in special sauce
Sukiyaki ..... 13.95	Beef, vegetables and tofu in special sauce
Nabeyaki Udon ..... 9.95	Noodle soup with shrimp tempura, chicken and other special ingredients
Tempura Udon ..... 8.95	Noodle soup with shrimp and vegetable tempura

## Dinner Entrees

Served with Miso Soup, Salad and Rice

Ton Katsu ..... 9.95	Deep-fried pork cutlet served with special sauce
Tori-Katsu ..... 9.95	Deep-fried chicken fillet served with special sauce
Shrimp Tempura ..... 11.95	Lightly battered and deep-fried vegetables and shrimp
Combination Tempura ..... 12.95	Lightly battered and deep-fried shrimp, calamari and vegetables
Calamari Tempura ..... 11.95	Lightly battered and deep-fried calamari slices and vegetables
Seafood Saute ..... 14.95	Shrimp, scallop, calamari sauteed with vegetables

## Entrees

Includes soup, salad, vegetables, dessert and steamed rice.  
(Fried rice \$2.00 extra with dinner)

Teriyaki Chicken ..... 12.95	Extra tender with Tokyo's own home made teriyaki sauce.
Glazed Honey Chicken (Spicy) ..... 12.95	Extra tender with Tokyo's own home made honey sauce
Hibachi Sirloin Steak ..... 16.95	Tokyo's hand trimmed sirloin is the best anywhere
Filet Mignon ..... 18.95	Truly the ultimate cut of beef. Our extra tender filets will melt in your mouth.
Hibachi Shrimp ..... 15.95	Bright, fish shrimp sauteed and spiked with a squeeze of lemon.
Tokyo Shrimp or Garlic Shrimp ..... 16.95	Large, butterflied shrimp smothered in our famously rich egg yolk sauce.
Vegetable Dinner ..... 10.95	Seasonal fresh vegetables
Sesame Scallops ..... 16.95	Sea scallops cooked until crisp, tender, and golden.
Salmon Teriyaki ..... 15.95	Firm, Northern Atlantic salmon fillet smothered in teriyaki sauce.
Tuna Steak Teriyaki ..... 17.95	A Tokyo original. Yellow fin tuna in a teriyaki glaze
Calamari Teriyaki ..... 14.95	Surprisingly tender steaks of squid, sauteed in our teriyaki sauce.

## Combination

These dinners include soup, salad, vegetable and steamed rice (fried rice only \$2.00)

Hibachi Sirloin Steak ..... 21.95	Filet mignon available for \$2.00 extra	Tokyo Hib
& Shrimp ..... 21.95		
& Scallop ..... 20.95		
& Salmon ..... 23.95		
& Tuna Steak ..... 19.95		
& Chicken ..... 19.95		
& Calamari ..... 21.95		
& Sushi Combo ..... 21.95	(Tuna, Salmon, Shrimp and California Roll)	
Irresistible Shrimp ..... 21.95	Tokyo, Garlic, Hibachi & Scallop	
& Salmon ..... 21.95		
& Tuna Steak ..... 21.95		
& Calamari ..... 21.95		
& Sushi Combo ..... 21.95	(Tuna, Salmon, Shrimp and California Roll)	

## Lobster Fe

Hibachi, Tokyo, Garlic ..... 59.95	& Steak	Lobster Fe
& Chicken ..... 47.75		
& Shrimp ..... 54.95		
& Scallop ..... 59.95		
& Calamari ..... 59.95		
& Salmon ..... 59.95		
& Tuna Steak ..... 59.95		
& Sushi Combo (Tuna, Salmon, Shrimp and C)		

## Tokyo Dinner For Two

Complimentary glass of wine (Chardonnay, Merlot, White Cabernet or plum wine)

A Steak & Lobster ..... 59.95	Lobster
B Steak, Shrimp, and Chicken ..... 47.75	Chicken
C Seafood Combo ..... 54.95	Teriyaki
(Salmon, Scallop, Shrimp)	Hibachi

## Birthday Sp

Decorated Pineapple  
Japanese birthday song

## Sushi Entree

.....	7.95
.....	9.95
.....	11.95
.....	8.95
.....	12.95
.....	14.95
.....	13.95
.....	15.95
.....	14.95
.....	14.95
.....	15.95
.....	15.95
.....	15.95

## Dish Combinations

.....	8.95
.....	9.95
.....	9.95
.....	10.95
.....	12.95

## Side Order

.....	1.00
.....	1.50
.....	2.50
.....	2.00
.....	2.50
.....	2.00

## Lunch Entrees

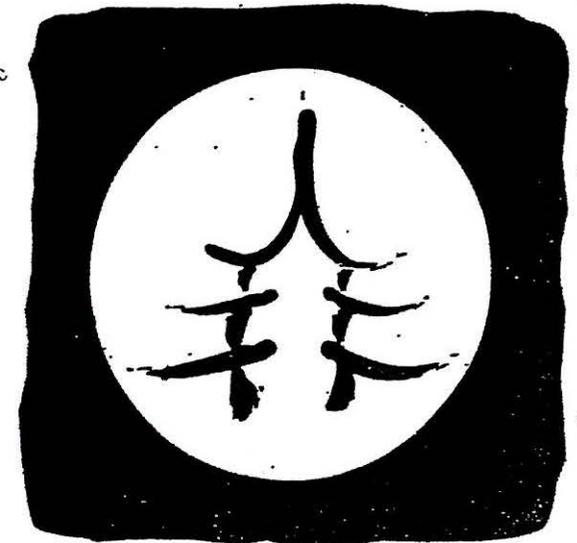
.....	7.95
.....	7.95
.....	8.95
.....	8.95
.....	7.95
.....	7.95
.....	6.95
.....	6.95
.....	7.95
.....	6.95
.....	7.95
.....	8.95
.....	7.95
.....	7.25

## House of Tokyo Luncheon Entree

All Luncheon Entrees include a shrimp tempura, soup, salad and fried rice

.....	8.95
.....	11.95
.....	10.95
.....	11.95
.....	10.95
.....	10.95
.....	10.95
.....	9.95
.....	8.95
.....	9.95

# House of Tokyo



Lunch  
Mon - Sat 11:30 am - 2:00 pm

Dinner  
Mon - Thurs 4:30 - 10:00 pm  
Fri - Sat 4:30 - 10:30 pm  
Sunday 4:00 - 9:00 pm

2762 E. Main St., St. Charles, IL 60174

630-587-8711

630-587-8711

# HOUSE OF TOKYO

<b>MAKI</b> - 6 pieces (roll)	Price	#	<b>SPECIAL ROLL</b> - 8 pieces	Price	#
<b>ALASKAN</b> (Salmon, Avocado & Cucumber)	\$5.25		<b>CATERPILLAR</b> (Eel, Cream Cheese, Cucumber & Avocado)	\$8.95	
<b>BOSTON</b> (Tuna & Avocado)	\$5.25		<b>GREEN DRAGON</b> (Spicy Tuna, White Tuna & Honey Wasabi Sauce)	\$10.95	
<b>CALIFORNIA</b> (Crab & Avocado)	\$5.25		<b>DRAGON</b> (Spicy Tuna, Eel & Avocado)	\$12.95	
<b>CHICAGO</b> (Crunch, Avocado & Cucumber)	\$6.95		<b>RED DRAGON</b> (Spicy Tuna, Tuna, spicy mayo & masago)	\$13.95	
<b>NEGIHAMACHI</b> (Yellowtail & Scallion)	\$6.95		<b>RAINBOW ROLL</b> (Avocado, Cucumber, Crab, Salmon, Tuna & White Tuna)	\$13.95	
<b>PHILADELPHIA</b> (Smoked Salmon & Cream Cheese)	\$5.95		<b>CRAZY 10 pcs</b> (Variety of fresh fish slices)	\$14.95	
<b>SPICY SALMON</b> (Salmon & Crunch)	\$6.25		<b>ORANGE ROLL</b> (Spicy Tuna, Salmon & Spicy Mayo)	\$10.95	
<b>SALMON SKIN</b> (Cucumber & Crunch)	\$6.25		<b>SMOKEY MOUNTAIN</b> (Salmon, Cream Cheese, Crab Meat, "Torch")	\$8.95	
<b>TUNA MAKI</b> (Tuna)	\$4.25		<b>SAN DIEGO</b> (Salmon, Avocado & Crunch)	\$8.95	
<b>SPICY TUNA</b> (Tuna & spicy sauce)	\$5.95		<b>TIGER ROLL</b> (Shrimp Tempura, Crm Chs. & cooked shrimp on the top)	\$9.95	
<b>SPICY SCALLOP</b> (Scallop & spicy sauce)	\$5.95		<b>JOE ROLL</b> (Spicy Tuna, Spicy Crab, Jalapeño)	\$10.95	
<b>SAPPORO ROLL</b> (Crab & spicy sauce)	\$5.25		<b>HALLOWEEN</b> (Salmon, Crunch & Jalapeño)	\$8.95	
<b>UNA-Q</b> (Eel & Cucumber)	\$6.95		<b>SPRING ROLL</b> (Lettuce, Noodle, spicy tuna)	\$14.95	
<b>AVOCADO ROLL</b>	\$4.25		<b>FRUIT MAKI</b> (Shrimp, Strawberry, Orange Crunch, Avocado)	\$8.95	
<b>CUCUMBER ROLL</b>	\$3.95		<b>MAX ROLL</b> (Avocado, Cream Cheese, Shrimp tempura, Crab stick and crunch)	\$10.95	
<b>ASPARAGUS ROLL</b>	\$3.95		<b>CHEF SPECIAL</b> (Soy Bean Paper, Tuna, Spicy Tuna, Spicy Crab)	\$14.95	
<b>JAPANESE PICKLES</b>	\$3.95		<b>CRUNCH ROLL - 2 pcs</b> (Shrimp & Crunch)	\$3.50	
<b>COMBO VEGGIE MAKI</b> (Cucumber, Asparagus, Egg, Avocado)	\$5.25		<b>DEEP FRIED JALAPEÑO - 2 pcs</b> (Cream Cheese & Spicy Tuna)	\$4.50	
<b>FRIED ROLL</b>			Price	#	
<b>RANGOON BITE</b> (Crab, crm cheese, onion)	\$6.95		<b>SAPOROO - 2 pcs</b> (Spicy Crab)	\$3.50	
<b>SHRIMP TEMPURA</b> (Shrimp, Avocado, Cucumber)	\$5.95		<b>★NEW★ MAGMA</b> (Spicy Crab, Avocado, & Torch)	\$8.95	
<b>DEEP FRIED CALIFORNIA</b>	\$6.95		<b>★NEW★ SHRIMP DYNAMITE</b> (Spicy Crab, Cucumber, Shrimp Tempura & Torch)	\$8.95	
<b>CHARLIE ROLL</b> (Spicy Tuna, Spicy Crab, Avocado, Cream Cheese) 14 pieces	\$14.95				
<b>SPIDER</b> (Soft Shell Crab, Cucumber & Avocado)	\$7.95				
<b>FRIED VEGGIE MAKI</b> (Crab & Fried Veg.)	\$6.95				
<b>GODZILLA</b> (Shrimp Tempura, Cream Cheese, Avocado, & Crunch)	\$9.95				





**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: \*6a

Title: Budget Revisions for the City of St. Charles – October, 2019

Presenter: Chris Minick, Finance Director

Meeting: Government Operations Committee

Date: November 18, 2019

Proposed Cost: \$ -0-

Budgeted Amount:

Not Budgeted:

**Executive Summary** *(if not budgeted please explain):*

October, 2019 listing of monthly budget revisions for the City of St. Charles.

**Attachments** *(please list):*

Budget Revisions –October, 2019

**Recommendation/Suggested Action** *(briefly explain)*

Budget Revisions for the City of St. Charles – October, 2019



