 <b>ST. CHARLES</b> <small>S I N C E 1 8 3 4</small>	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>			
	Title:	Recommendation to Approve a Proposal for a Massage Establishment License for St. Charles Park District Located at 1050 Dunham Road, St. Charles		
	Presenter:	Chief Keegan		

*Please check appropriate box:*

X	Government Operations (7/18/16)		Government Services
	Planning & Development		City Council
	Public Hearing		Liquor Control Commission

Estimated Cost:		Budgeted:	YES		NO	
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If NO, please explain how item will be funded:

**Executive Summary:**

This is a request for a new Massage Establishment license St. Charles Park District located at 1050 Dunham Road, St. Charles. Background investigations were conducted by a detective of the St. Charles Police Department and reviewed both the site location as well as the corresponding applicant of this massage business license application. Through this investigation, we determined that all the requirements have been met and they are eligible for licensing, subject to City Council approval.

At the time of the posting to this Government Operations Committee agenda, the Liquor Commission meeting is scheduled at 4:30 p.m. July 18 (same day) to process application and to move it forward before this committee to seek approval of said application so it can go before the August 1 City Council for final approval.

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

Massage Establishment Application (front page)  
 Background Check  
 Site Plan

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

Recommendation to approve a proposal for a Massage Establishment license for St. Charles Park District located at 1050 Dunham Road, St. Charles.

<i>For office use only:</i>	<i>Agenda Item Number: 4c</i>
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City of St. Charles  
Office of the Mayor

Two East Main Street  
St. Charles, Illinois 60174-1984  
Phone: 630-377-4455 • Fax: 630-377-44400

Office Use Only  
Received: 7/5/16  
Amount Paid: 300.  
Receipt: \_\_\_\_\_

**MESSAGE ESTABLISHMENT LICENSE APPLICATION**

**IMPORTANT:** Application must be completed in full and notarized before it will be accepted.  
All fees must be paid at the time the application is submitted.

Annual License Application Fee: \$250.00      Fingerprint Fee: \$50.00 (if new owner)

**NOTE:** Applicant must be fingerprinted by the St. Charles Police Department and must provide two passport-size photographs (1" x 1.5" head and shoulders area, face forward) with this application.

1.  New License Application       Renewal Application       Application Change

2. Please select the option that best describes your business:

Corporation       Partnership       Individual

3. Business Name: St. Charles Park District Sales Tax#: \_\_\_\_\_

Business Address: 1050 Dunham Rd Business Phone: 630-377-1405

4. Name of Applicant: Andrea Masoncup Home Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ City/Zip: Geneseo, 60134

Social Security #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ Issuing State: IL

**\*\*Must include a photocopy of government issued identification card.**

5. Have you ever been convicted of a criminal ordinance violation (other than minor traffic offences):

Yes       No

6. If yes, explain in detail:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# Memo

Date: 7/13/2016

To: The Honorable Ray Rogina, Mayor-Alcohol, and Tobacco & Massage Commissioner

From: James Keegan, Chief of Police

Re: Background Investigation: St. Charles Park District-Norris Center

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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.

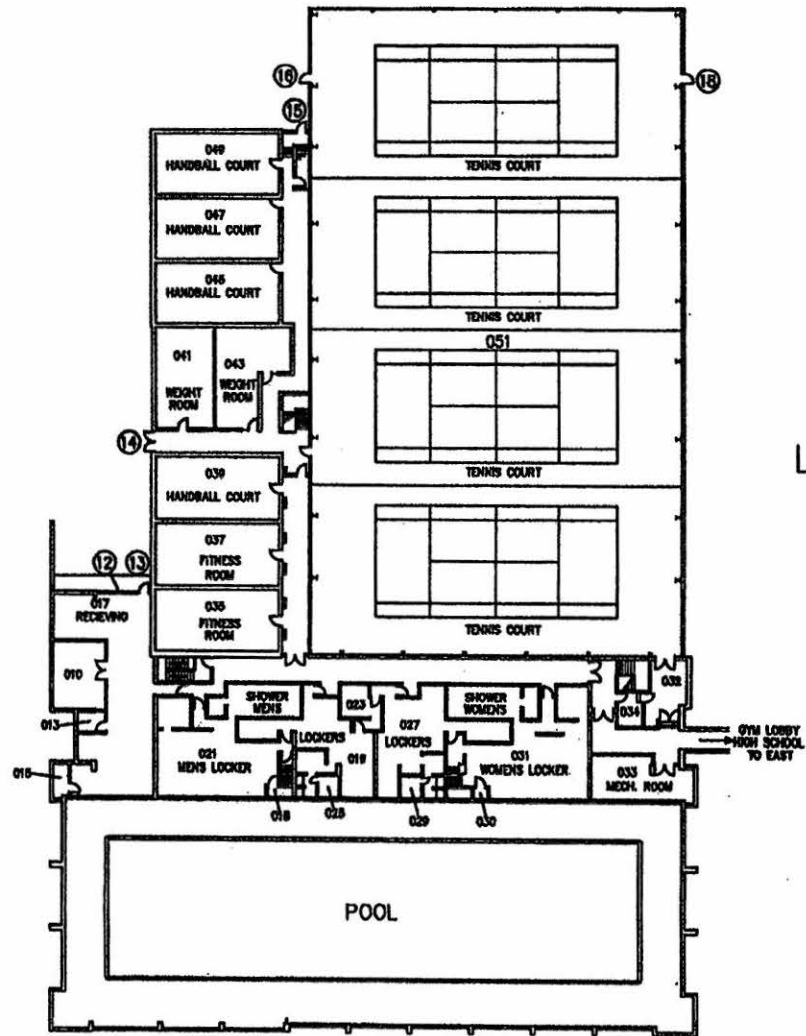
As is customary procedure, a detective was assigned to this investigation and reviewed not only the site location via an inspection, but also the corresponding application and applicants.

We found nothing of a derogatory nature that would preclude either the site location or the applicant from moving forward with a massage license, subject to Council/Commission approval.

Please see detailed drawing of floor plan and all other paper work is in order.

Thank you in advance for your consideration in this matter.

# Space Plan (Lower Level)



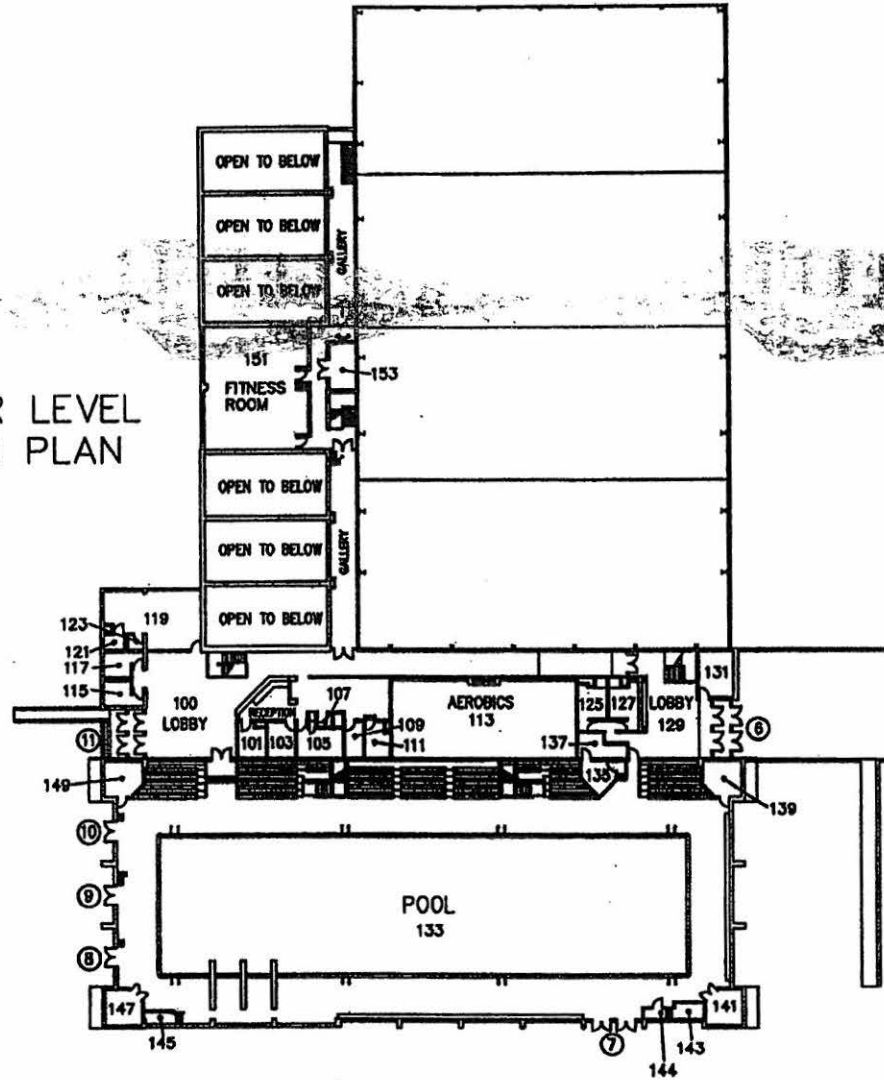
FLOOR PLAN  
LOWER LEVEL

NORRIS REC CENTER 1050 Dunham Rd. St. Charles, IL 60174 PH# 331.228.4000

# Space Plan (Upper Level)



UPPER LEVEL  
FLOOR PLAN



**NORRIS REC CENTER 1050 Dunham Rd. St. Charles, IL 60174 PH# 331.228.4000**