



CITY OF SAINT PAUL

Christopher B. Coleman, Mayor

Civil Division

400 City Hall

15 West Kellogg Blvd.

Saint Paul, Minnesota 55102

Telephone: 651 266-8710

Facsimile: 651 298-5619

November 13, 2013

NOTICE OF INTENT TO SUSPEND LICENSE

Mai L. Xiong, Owner
Got Tan
1087 Arcade Street
Saint Paul, MN 55106

RE: Tanning Facility license held by Mai L. Xiong d/b/a Got Tan for the premises located at 1087 Arcade Street in Saint Paul
License ID #20110002056

Dear Ms. Xiong:

The Department of Safety and Inspections (DSI) has recommended suspension of the Tanning Facility license held by Mai L. Xiong d/b/a Got Tan for the premises located at 1087 Arcade Street in Saint Paul. The basis for the recommendation is as follows:

On September 27, 2013, you were sent a revised letter and RENEWAL INVOICE from the Department of Safety and Inspections (DSI) stating that your Tanning Facility license expired as of June 5, 2013. You currently owe \$135.00 in delinquent license and late fees.

You were also asked to submit a current list of tanning equipment and a completed Certificate of Compliance Minnesota Workers' Compensation Law form.

You were given until October 21, 2013, to pay the delinquent license and late fees and submit the required information. As of today's date, DSI has not received a response from you regarding these outstanding issues.

In addition to the suspension of your Tanning Facility license, per Saint Paul Legislative Code §310.05 (m) (2), the licensing office will also recommend a \$500.00 matrix penalty for failure to submit the required information in order to maintain your license.

At this time, you have three options on how to proceed:

1. You can pay the delinquent license and late fees and submit the required information. If this is your choice, you should send the payment and information directly to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, November 25, 2013**. A self-addressed envelope is enclosed for your convenience. Payment of the delinquent license and late fees and submission of the required information will be considered to be a waiver of the hearing to which you are entitled.
2. If you wish to admit the facts but contest the penalty, you may have a public hearing before the Saint Paul City Council, you will need to send me a letter with a statement admitting the facts and requesting a public hearing. I will need to receive your letter by **Monday, November 25, 2013**. The matter will then be scheduled before the City Council for a public hearing to determine whether to suspend your Tanning Facility license and impose the \$500.00 matrix penalty. You will have an opportunity to appear before the Council and make a statement on your own behalf.
3. If you no longer wish to do business in the City of Saint Paul, you will need to send a written statement to that effect to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, November 25, 2013**. Information should be directed to the attention of Christine Rozek.

If you have not contacted me or DSI by Monday, November 25, 2013, I will assume that you do not contest the suspension of your Tanning Facility license and imposition of the \$500.00 matrix penalty. In that case, the matter will be placed on the City Council Consent Agenda for approval of the recommended penalty.

If you have questions about these options, please feel free to contact me at 266-8710.

Sincerely,



Geoffrey Karls
Assistant City Attorney

cc: Christine Rozek, Deputy Director of DSI
Mai L. Xiong, 5285 Audobon Avenue, #306, Inver Grove Heights, MN 55077

STATE OF MINNESOTA)
) ss.)

AFFIDAVIT OF SERVICE BY U.S. MAIL

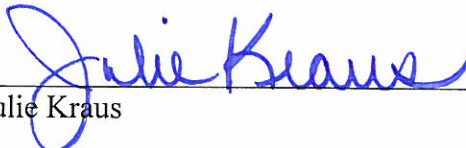
COUNTY OF RAMSEY)

Julie Kraus, being first duly sworn, deposes and says that on the 13th day of November she served the attached **NOTICE OF INTENT TO SUSPEND LICENSE** and a correct copy thereof in an envelope addressed as follows:

Mai L. Xiong, Owner
Got Tan
1087 Arcade Street
Saint Paul, MN 55106

Mai L. Xiong
5285 Audobon Avenue, #306
Inver Grove Heights, MN 55077

(which is the last known address of said person) depositing the same, with postage prepaid, in the United States mail at St. Paul, Minnesota.



Julie Kraus

Subscribed and sworn to before me
this 13th day of November, 2013



Notary Public

