



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

July 6, 2017

NOTICE OF INTENT TO SUSPEND LICENSE

Ying Vang, Executive Director  
Lao Family Community of Minnesota  
320 University Avenue West  
St. Paul, MN 55103

RE: Dance or Rental Halls license held by Lao Family Community of Minnesota d/b/a Lao Family Community of Minnesota for the premises located at 320 University Avenue West in Saint Paul  
License ID #: 20070001032

Dear Licensee:

The Department of Safety and Inspections will recommend suspension of the Dance or Rental Halls license held by Lao Family Community of Minnesota d/b/a Lao Family Community of Minnesota for the premises located at 320 University Avenue West in Saint Paul. The recommendation is based on the following information:

**On May 30, 2017 you were sent a LETTER and RENEWAL INVOICE from the Department of Safety and Inspections stating your Dance or Rental Halls license expired as of May 19, 2017, and you owed delinquent license and late fees.**

**You were also required to submit a completed Certificate of Compliance Minnesota Workers' Compensation Law form with your license fee payment.**

**You were given until June 20, 2017, to pay the delinquent license and late fees and submit the required information. As of today's date neither has been received.**

In addition to the suspension of your Dance or Rental Halls 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 required information to maintain your license.

At this time, you have four (4) options to proceed:


1. If you do not contest the imposition of the proposed adverse action, you may do nothing. If I have not heard from you by **Monday, July 17, 2017**, I will presume that you have chosen not to contest the proposed adverse action, and the matter will be placed on the City Council Agenda for approval of the proposed remedy.

2. You can pay the delinquent license and late fees and submit the required information. **If this is your choice, you need to contact the Department of Safety and Inspections (651) 266-8989 to determine the total amount due.** You may then send in the payment and information directly to DSI at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, July 17, 2017.** 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 a waiver of the hearing to which you are entitled.
3. 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, July 17, 2017.** The matter will then be scheduled before the City Council to determine whether to suspend your Dance or Rental Halls 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.
4. If you no longer wish to do business in the City of Saint Paul, you will need to complete and return the enclosed REQUEST TO CANCEL LICENSE with the CITY OF SAINT PAUL to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Thursday, July 17, 2017.**

**If you have not contacted me by Monday, July 17, 2017, I will assume that you do not contest the suspension of your Dance or Rental Halls license and imposition of a \$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 four (4) options, please feel free to contact Julie Kraus, my Legal Assistant at (651) 266-8776.

Sincerely,



Therese Skarda  
Assistant City Attorney

Cc: Ying Vang, 8184-9<sup>th</sup> Street North, Oakdale, MN 55128

Enclosure: Request to Cancel License with the City of Saint Paul  
Certificate of Compliance Minnesota Workers' Compensation Law form

STATE OF MINNESOTA)  
 ) ss.

**AFFIDAVIT OF SERVICE BY U.S. MAIL**

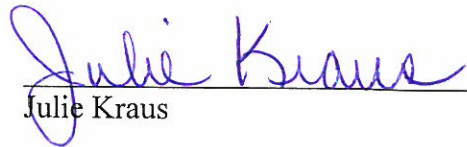
COUNTY OF RAMSEY )

Julie Kraus, being first duly sworn, deposes and says that on the 6<sup>TH</sup> day of July she served the attached **NOTICE OF INTENT TO SUSPEND LICENSE** and a correct copy thereof in an envelope addressed as follows:

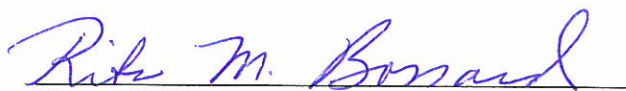
Ying Vang, Executive Director  
Lao Family Community of Minnesota  
320 University Avenue West  
St. Paul, MN 55103

Ying Vang  
8184-9<sup>th</sup> Street North  
Oakdale, MN 55128

(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 6<sup>TH</sup> day of July, 2017

  
\_\_\_\_\_  
Notary Public

