

STATE OF MINNESOTA)
) ss.

AFFIDAVIT OF SERVICE BY U.S. MAIL

COUNTY OF RAMSEY)

Shawn McDonald, being first duly sworn, deposes and says that on the 18th day of December, he served the attached **NOTICE OF INTENT TO SUSPEND LICENSE** and a correct copy thereof in an envelope addressed as follows:

Cynthia Karnowski & Eric Johnson
325 Warwick Street
Saint Paul, MN 55105

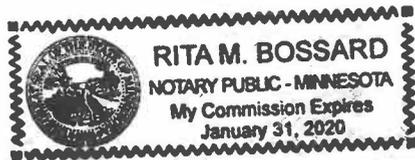
Alexa Golemo, Executive Director
Macalester Groveland Community Council
320 Griggs Street South
Saint Paul, MN 55105

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


Shawn McDonald

Subscribed and sworn to before me
This 18th day of December 2019


Notary Public





CITY OF SAINT PAUL
Mayor Melvin Carter

Civil Division
400 City Hall
15 West Kellogg Blvd.
Saint Paul, Minnesota 55102

Telephone: 651 266-8710
Facsimile: 651 298-5619

December 18, 2019

NOTICE OF INTENT TO SUSPEND LICENSES

Cynthia Karnowski & Eric Johnson
325 Warwick Street
Saint Paul, MN 55105

RE: Short-Term Rental (Owner Occupied) license held by Cynthia Karnowski & Eric Johnson for the premises located at 325 Warwick Street in Saint Paul
License ID #: 20180003939

Dear Licensee:

The Department of Safety and Inspections ("Department") will recommend suspension of the Short-Term Rental (Owner Occupied) license held by Cynthia Karnowski & Eric Johnson ("Licensee") for the premises located at 325 Warwick Street in the City of Saint Paul.

The Department asserts the following facts along with attachments herein constitute proof of a violation of Saint Paul Legislative Code §310.05 (m) (8) by a preponderance of the evidence.

On October 25, 2019, you were sent a letter and RENEWAL INVOICE from the Department of Safety and Inspections indicating your Short-Term Rental (Owner Occupied) license fees were now delinquent.

You were told to pay the delinquent license and late fees by November 15, 2019 or adverse action would be taken. As of today, we have not heard from you.

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 **Thursday, January 2, 2020**, I will presume that you have chosen not to contest the proposed adverse action, and the matter will be placed on the City Council Consent Agenda for approval of the proposed remedy.
2. You can pay the delinquent Short-Term Rental (Owner Occupied) license and late fees. **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 the payment and information directly to DSI at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Thursday, January 2, 2020**. A self-addressed envelope is enclosed for your convenience. Payment of the delinquent Short-Term Rental license and late fees 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 by **Thursday, January 2, 2020**. The matter will then be scheduled before the City Council to determine whether to suspend your Short-Term Rental license. 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 attached 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, January 2, 2020**.

If you have not contacted me by Thursday, January 2, 2020, I will assume that you do not contest the suspension of your Short-Term Rental license. 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 Shawn McDonald, my Legal Assistant at (651) 266-8729.

Sincerely,



Therese Skarda
Assistant City Attorney
License No. 0240989

Cc: Alexa Golemo, Executive Director, Macalester Groveland Community Council, 320 Griggs Street
South, Saint Paul, MN 55105

Attachments: October 25, 2019 letter with attached Renewal Invoice
Screenshot from Eclips System
REQUEST TO CANCEL LICENSE with the CITY OF SAINT PAUL
Saint Paul Legislative Code § 310.05 (m)



Request for City Attorney's Office Action From the Department of Safety and Inspections

Date: 12/11/2019
 To: Therese Skarda
 Prepared by: David Eide & Akbar Muhammad
 Licensee Name & Number: DBA: CYNTHIA KARNOWSKI & ERIC JOHNSON
Patron: CYNTHIA KARNOWSKI & ERIC JOHNSON License ID: 20180003939

Adverse License Action Requested:

<u>Type of Violation:</u>	<u>Requested Penalty:</u>
<input type="checkbox"/> First Violation	<u>Suspend license</u>
<input type="checkbox"/> Second Violation (Within 12 Months)	<u>_____</u>
<input type="checkbox"/> Third Violation (Within 18 Months)	<u>_____</u>
<input type="checkbox"/> Fourth Violation (Within 24 Months)	<u>_____</u>
<input type="checkbox"/> Application Denial	<u>_____</u>
<input checked="" type="checkbox"/> Renewal Revocation/Suspension	<u>_____</u>

Cause for Action: This license expired on 10/18/2019. A delinquent letter and invoice was sent on 10/25/2019 with a response deadline of 11/15/2019. As of the date of this request, the Department of Safety and Inspections has not received payment or a request to cancel from the license holder.
 Brief Description:

Ordinance Violations Ordinance Number(s): _____
 License Condition Violations License Type: Short-Term Rental (Owner Occupied)
 Condition Number(s): _____

Supporting Documentation:

Law Enforcement Data Business Address: 325 WARWICK ST, ST PAUL, MN 55105-2447
 Driver's License Data Mailing Address: 325 WARWICK ST, ST PAUL, MN 55105-2447
 License/Permit
 Photograph(s)
 Inspector Report(s)
 Other _____



CITY OF SAINT PAUL

375 Jackson Street, Suite 220
St Paul, Minnesota 55101-1806

Telephone: 651-266-8989
Facsimile: 651-266-9124
Web: www.stpaul.gov/dsi

COPY

October 25, 2019

Cynthia Karnowski & Eric Johnson
325 Warwick St
St Paul MN

RE: License ID # 20180003939
@ 325 Warwick St

Dear Licensee:

Our records indicate that the above referenced license(s) which were issued to you have expired and are now delinquent. Renewal of the license(s) is required if you intend to engage in the licensed activity within the City of St Paul.

You must complete the renewal of your license(s) by Nov 15, 2019 or we may submit your delinquent/expired license(s) to the City Attorney's office for adverse action. To complete the renewal process, submit to this department payment of the renewal fee (including any late fees) and all required supporting documentation as stated on the enclosed invoice.

For your convenience, a copy of the referenced invoice and a self-addressed return envelope is enclosed. If you are no longer working within the City of Saint Paul, please advise our office of that information in writing.

If you have questions regarding this notice, or wish to dispute that your license is delinquent/expired, please contact our office at 651-266-8989, Monday through Friday, between 8:00 AM and 4:30 PM.

Sincerely,

Eric Hudak
Licensing Manager
Department of Safety and Inspections

Enclosure(s)



Renewal Invoice

CITY OF SAINT PAUL

Check this box if making any name, mailing address or phone # corrections. Please write the changes on this form. If your business license address is changing, please request a new business license application

Department of Safety and Inspections
 375 Jackson Street, Suite 220
 Saint Paul, MN 55101-1806
 PHONE: (651) 266-8989
 FAX: (651) 266-9124
 An Equal Opportunity Employer

October 25, 2019

<p>CYNTHIA KARNOWSKI & ERIC JOHNSON 325 WARWICK ST ST PAUL MN</p> <p>BUSINESS PHONE: 952-842-6440</p>	<p>Invoice # : 1060883</p> <p>Invoice Due Date : 11/15/2019</p> <p>Account Balance: \$40.00</p> <p>Pay this Amount: \$40.00</p>
---	---

Transaction Description	Transaction Total
180003939 Short-Term Rental (Owner Occupied) Expires: 10/18/2019 @ 325 WARWICK ST	40.00
Requirements	Invoice Amount Due: \$40.00

The following must be signed and returned with your payment for your license to be renewed:

AFFIDAVIT OF COMPLIANCE

- * I certify or declare under penalty of perjury under the laws of the State of Minnesota, that the following is true and correct. I understand all information provided is subject to verification. I understand that the City of Saint Paul is authorized to suspend or revoke a license renewed in error or on the basis of incorrect, inaccurate or any false statement or misrepresentation, or in violation of any City ordinance or State statute.
- * I will maintain liability insurance of no less than \$300,000 dollars to cover the short-term rental use throughout the duration of the license or I will conduct each short-term rental transaction through a short-term rental platform that provides equal or greater coverage.
- * I will maintain continued and full compliance with all Short-term rental host general provisions set forth in Saint Paul Legislative Code Sec. 379.07 throughout the duration of the license.
- * I agree to provide the Department of Safety and Inspection with accurate information regarding the name and contact information for a Responsible Party. I understand that this Responsible Party must be available if I am outside of the 16 county metro area of Anoka, Carver, Chisago, Dakota, Goodhue, Hennepin, Isanti, Lesuer, McLeod, Ramsey, Rice, Scott, Sherburne, Sibley, Washington or Wright.
- * If I am a renter – I hereby certify that I have the consent of the property owner to utilize this property as a Short-term rental.
- * If I rent a non-owner occupied dwelling unit – I will ensure the property has a valid Certificate of Occupancy.

 License Holder Name (printed)

 Signature

 Date

Your Taxpayer Identification is on file. Thank you.

Please Give Us Your Email Address: _____

Please Return this invoice with your payment!

Licensee: CYNTHIA KARNOWSKI & ERIC JOHNSON

DBA: CYNTHIA KARNOWSKI & ERIC JOHNSON

License #: 20180003939

10/25/2019 Sent delinquent notice with 11/15/2019 response deadline. DSE

10/19/2018 Approved. Using only Airbnb. DSE

10/18/2018 Changed licensee and DBA from Willis Towers Watson to Cynthia Karnowski & Eric Johnson due to applicant error on application. LKK

Licensee: CYNTHIA KARNOWSKI & ERIC JOHNSON
 DBA: CYNTHIA KARNOWSKI & ERIC JOHNSON

License | Licensee | Lic. Types | Insurance | Bond | Requirements

License Type: Short-Term Rental (Owner Occupied)	License Class: R
Effective: 10/18/2018 Expiration: 10/18/2019	Status: Delinquent
Apply Discount: <input type="checkbox"/> Remove Discount: <input type="checkbox"/> Discount Rec'd: <input type="checkbox"/>	Status Changed: 10/21/2019
Replace Fee: <input type="checkbox"/> # of Units: 1	Application Date: 10/18/2018

Inspector Name	Type	Phone #	Add
SCHWEINER, KRISTINA (KRIS)	License	(651) 266-9110	Remove

Name	Trade Type	Card #	Card Type	Expiration	Add	Mast
						Remove

Tag #: 0

CNV/N

Fields License Type Comments(long):

--	--

New Delete

<< 1 of 1 >>

License # 180003939

Save Changes to History

OK

Cancel

Help