



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

December 14, 2011

NOTICE OF INTENT TO SUSPEND LICENSE

Troy Jackson
Troyco Concrete & Masonry Inc.
9657 Credit River Boulevard
Prior Lake, MN 55372

RE: Trade-Concrete Masonry & Finish Cement license held by Troyco Concrete & Masonry Inc. d/b/a Troyco Concrete & Masonry Inc. for the City of Saint Paul
License ID #00TR1316

Dear Mr. Jackson:

The Department of Safety and Inspections (DSI) has recommended suspension of the Trade-Concrete Masonry & Finish Cement license held by Troyco Concrete & Masonry Inc. d/b/a Troyco Concrete & Masonry Inc. for the City of Saint Paul. The basis for the recommendation is as follows:

On October 7, 2011 you were sent a letter and RENEWAL INVOICE from the Department of Safety and Inspections (DSI) indicating that your Trade-Concrete Masonry & Finish Cement license had expired as of July 6, 2011. You currently owe \$267.00 in delinquent license and late fees.

You were also asked to submit a current certificate of General Liability insurance with a 30-day notice of cancellation and current bond and Master Cardholder information. You were given until October 28, 2011, to submit the payment and requested information. As of today's date, neither has been received.

In addition to the suspension of your Trade-Concrete Masonry & Finish Cement license, pursuant to 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 submit the requested information. If this is your choice, you should send the information directly to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Monday, December 26, 2011**. Information should be directed to the attention of Christine Rozek. A self-addressed envelope is enclosed for your convenience. Payment of the delinquent license and late fees and submission of the requested information will be considered to be a waiver of the hearing to which you are entitled.

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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. We will need to receive your letter by **Monday, December 26, 2011**. The matter will then be scheduled before the City Council for a public hearing to determine whether to suspend your 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, December 26, 2011**. Information should be directed to the attention of Christine Rozek.

If you have not contacted me by Monday, December 26, 2011, I will assume that you do not contest the suspension of your 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,



Kyle Lundgren
Assistant City Attorney

cc: Christine Rozek, Deputy Director of DSI

STATE OF MINNESOTA)
) ss.)


AFFIDAVIT OF SERVICE BY U.S. MAIL

COUNTY OF RAMSEY)

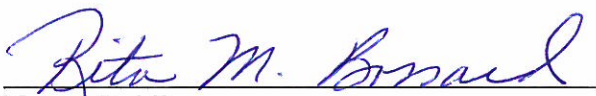
Julie Kraus, being first duly sworn, deposes and says that on the 14th day of December she served the attached the **NOTICE OF INTENT TO SUSPEND LICENSE** and correct copy thereof in an envelope addressed as follows:

Troy Jackson
Troyco Concrete & Masonry Inc.
9657 Credit River Boulevard
Prior Lake, MN 55372

(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 14th day of December, 2011


Notary Public

