



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

March 30, 2011

NOTICE OF INTENT TO SUSPEND LICENSE

Christine J. Pitz
C/o Physician's Group
Spruce Tree Centre
1600 University Avenue West, Ste. 306
St. Paul, MN 55104

RE: Massage Practitioner license held by Christine J. Pitz d/b/a Christine J. Pitz for the premises located at 1600 University Avenue West, Ste. 306, in Saint Paul
License ID #20080001476

Dear Ms. Pitz:

The Department of Safety and Inspections (DSI) has recommended suspension of the Massage Practitioner license held by Christine J. Pitz d/b/a Christine J. Pitz for the premises located at 1600 University Avenue West, Ste. 306, in Saint Paul. The basis for the recommendation is as follows:

On January 13, 2011, you were sent a letter and RENEWAL INVOICE from the Department of Safety and Inspections (DSI) stating that your Massage Practitioner license expired as of August 17, 2010. You now owe \$135.00 in delinquent license and late fees. You were also asked to submit: 1) current certificates of General and Professional Liability insurance with a 30 day notice of cancellation and naming the City of Saint Paul as additional insured and 2) Proof of Affiliation.

You were given until January 31, 2011, to pay the license and late fees and submit the requested information. As of today's date neither has been received.

In addition to the suspension of your Massage Practitioner 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 in order to maintain your license.

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

1. You can pay \$135.00 in delinquent license and late fees and submit the requested 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, April 11, 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.

Christine J. Pitz
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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, April 11, 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, April 11, 2011**. Information should be directed to the attention of Christine Rozek.

If you have not contacted me by Monday, April 11, 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
Christine J. Pitz, 208 ½ - 2nd Street East, Hastings, MN 55033

STATE OF MINNESOTA)
) ss.

AFFIDAVIT OF SERVICE BY U.S. MAIL

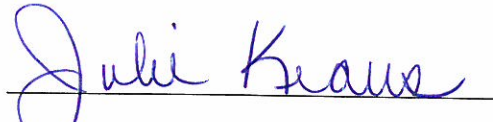
COUNTY OF RAMSEY)

Julie Kraus, being first duly sworn, deposes and says that on the 31st day of March, she served the attached **NOTICE OF INTENT TO SUSPEND LICENSE** true and correct copy thereof in an envelope addressed as follows:

Christine J. Pitz
C/o Physician's Group
Spruce Tree Centre
1600 University Avenue West, Ste. 306
St. Paul, MN 55104

Christine J. Pitz
208 ½ - 2nd Street East
Hastings, MN 55033

(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 31st day of March, 2011


Notary Public

