



CITY OF SAINT PAUL
Christopher B. Coleman, Mayor

Civil Division
400 City Hall
15 W. Kellogg Blvd.
Saint Paul, Minnesota 55102
Telephone: 651-266-8710
Facsimile: 651- 298-5619

November 23, 2011

NOTICE OF INTENT TO SUSPEND LICENSES

Thomas E. DuPaul
Visions Tree Service
895 Ivy Avenue East
St. Paul, MN 55106

RE: Tree Trimmer & 1 Vehicle and Tree Trimmer – Each Add'l Vehicle licenses held by TRM Tree Service, LLC d/b/a Visions Tree Service for the premises located at 895 Ivy Avenue East in Saint Paul
License ID #20050002301

Dear Mr. DuPaul:

The Department of Safety and Inspections (DSI) has recommended suspension of the Tree Trimmer & 1 Vehicle and Tree Trimmer – Each Add'l Vehicle licenses held by TRM Tree Service, LLC d/b/a Visions Tree Service for the premises located at 895 Ivy Avenue East in Saint Paul. The basis for this recommendation is as follows:

On October 20, 2011, you were sent a letter and RENEWAL INVOICE from the Department of Safety and Inspections (DSI) stating that your Tree-Trimmer & 1 Vehicle and Tree Trimmer-Each Add'l Vehicle licenses expired as of July 21, 2011. You currently owe \$375.00 in delinquent license and late fees. You were also asked to submit the following information: 1) current vehicle information (year, make, model and license plate #); 2) current certificate of General Liability insurance and 3) a completed Certificate of Compliance Minnesota Workers' Compensation Law form.

You were given until November 9, 2011, to pay the delinquent 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 Tree Trimmer & 1 Vehicle and Tree Trimmer – Each Add'l Vehicle licenses, the licensing office will also recommend a \$500.00 matrix penalty for failure to submit required information in order to maintain your license pursuant to Saint Paul Legislative Code §310.05 (m) (2).

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

1. You can pay the \$375.00 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, December 5, 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.

2. If you wish to admit the facts but you 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 to the facts and requesting a public hearing. I will need to receive your letter no later than **Monday, December 5, 2011**. The matter will then be scheduled before the City Council for a public hearing to determine whether to suspend your licenses 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 5, 2011**. Information should be directed to the attention of Christine Rozek.

If you have not contacted me by Monday, December 5, 2011, I will assume that you do not contest the suspension of your licenses and imposition of \$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.

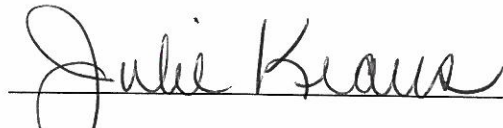
AFFIDAVIT OF SERVICE BY U.S. MAIL

COUNTY OF RAMSEY)

Julie Kraus, being first duly sworn, deposes and says that on the 23rd day of November she served the attached the **NOTICE OF INTENT TO SUSPEND LICENSES** and correct copy thereof in an envelope addressed as follows:

Thomas E. DuPaul
Visions Tree Service
895 Ivy Avenue East
St. Paul, MN 55106

(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 23rd day of November, 2011


Notary Public

