



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

November 13, 2013

NOTICE OF INTENT TO SUSPEND LICENSE

James Cederstrom, Owner
Cederstrom Window & Door
505 Clyde Street
West Concord, MN 55985

RE: City Contractor–Carpentry license held by Jim Cederstrom, LLC d/b/a Cederstrom Window & Door for the City of Saint Paul
License ID #20120002209

Dear Mr. Cederstrom:

The Department of Safety and Inspections (DSI) has recommended suspension of the City Contractor–Carpentry license held by Jim Cederstrom, LLC d/b/a Cederstrom Window & Door for the City of Saint Paul. The basis for the recommendation is as follows:

On September 24, 2013, you were sent a letter and RENEWAL INVOICE from the Department of Safety and Inspections (DSI) stating that your City Contractor-Carpentry license had expired as of June 22, 2013. You currently owe \$267.00 in delinquent license and late fees.

The invoice requested that you submit the following information with your payment: 1) current certificate of General Liability insurance with a 30-day notice of cancellation and naming the City of Saint Paul as additional insured; 2) a \$2,500.00 License, Permit and Performance Bond and 3) a completed Certificate of Compliance Minnesota Workers' Compensation Law form.

You were given until October 15, 2013, to pay your delinquent license and late fees and submit the required information listed on the bottom of your invoice. As of today's date, DSI has not received a response from you regarding these outstanding issues.

In addition to the suspension of your City Contractor–Carpentry 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 the required information in order to maintain your license.

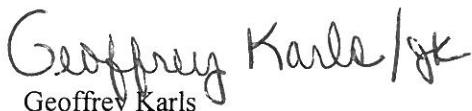
At this time, you have three options on how to proceed:

1. You can pay the delinquent license and late fees and submit the required 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, November 25, 2013**. 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 to be a waiver of the hearing to which you are entitled.
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. I will need to receive your letter by **Monday, November 25, 2013**. The matter will then be scheduled before the City Council for a public hearing to determine whether to suspend your City Contractor-Carpentry 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, November 25, 2013**. Information should be directed to the attention of Christine Rozek.

If you have not contacted me or DSI by Monday, November 25, 2013, I will assume that you do not contest the suspension of your City Contractor-Carpentry 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,



Geoffrey Karls
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 13th day of November she served the attached **NOTICE OF INTENT TO SUSPEND LICENSE** and a correct copy thereof in an envelope addressed as follows:

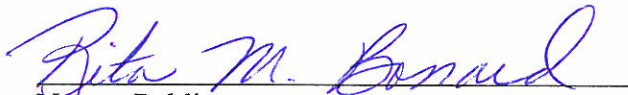
James Cederstrom, Owner
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(which is the last known address of said person) depositing the same, with postage prepaid, in the United States mail at St. Paul, Minnesota.



Julie Kraus

Subscribed and sworn to before me
this 13th day of November, 2013



Notary Public

