



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

June 5, 2013

NOTICE OF INTENT TO SUSPEND LICENSE

Mary Ella Martin  
Mella Day Spa  
1204 Grand Avenue  
St. Paul, MN 55105

RE: Massage Center – A (Commercial) license held by Mella & Company, Inc. d/b/a Mella Day Spa for the premises located at 1204 Grand Avenue in Saint Paul  
License ID #0082171

Dear Ms. Martin:

The Department of Safety and Inspections (DSI) has recommended suspension of the Massage Center – A (Commercial) license held by Mella & Company, Inc. d/b/a Mella Day Spa for the premises located at 1204 Grand Avenue in Saint Paul. The basis for the recommendation is as follows:

**On May 8, 2013, you were sent a letter and RENEWAL INVOICE from the Department of Safety and Inspections (DSI) indicating your Massage Center – A (Commercial) license expired as of January 7, 2013. You currently owe \$333.00 in delinquent license and late fees. You were also asked to submit a current list of employees with their license numbers and a completed Certificate of Compliance Minnesota Workers' Compensation Law form.**

**You were given until May 29, 2013, to pay \$333.00 in license and late fees and submit the required information. As of today's date, neither has been received.**

In addition to the suspension of your Massage Center – A (Commercial) 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 licenses.

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

1. You can pay the \$333.00 in 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, June 17, 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.

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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. I will need to receive your letter by **Monday, June 17, 2013**. 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, June 17, 2013**. Information should be directed to the attention of Christine Rozek.

**If you have not contacted me or DSI by Monday, June 17, 2013, 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,



Daphne Lundstrom  
Assistant City Attorney

cc: Christine Rozek, Deputy Director of DSI  
Mary Ella Martin, 706 Summit Avenue, Saint Paul, MN 55105-3440

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 5<sup>th</sup> day of June she served the attached **NOTICE OF INTENT TO SUSPEND LICENSE** and correct copy thereof in an envelope addressed as follows:

Mary Ella Martin  
Mella Day Spa  
1204 Grand Avenue  
St. Paul, MN 55105

Mary Ella Martin  
706 Summit Avenue  
Saint Paul, MN 55105-3440

(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  
Julie Kraus

Subscribed and sworn to before me  
this 5<sup>th</sup> day of June 2013

Karen M. Doumany  
Notary Public

