



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

February 5, 2018

NOTICE OF INTENT TO SUSPEND LICENSE

Wung Lee Thao
Wung Lee Supermarket
347 University Avenue West
St. Paul, MN 55103

RE: Malt Off Sale license held by Wung Lee Thao d/b/a Wung Lee Supermarket for the premises located
At 347 University Avenue West in Saint Paul
License ID #: 20020006039

Dear Licensee:

The Department of Safety and Inspections will recommend suspension of the Malt Off Sale license held by Wung Lee Thao d/b/a Wung Lee Supermarket for the premises located at 347 University Avenue West in Saint Paul. The recommendation is based on the following information:

On January 10, 2018, you were sent a letter from the Department of Safety and Inspections stating your Malt Off Sale license expired as of January 1, 2018 and you owed delinquent license and late fees. You were also asked to submit the following required information with your license fee payment:

- **Current certificate of Liquor Liability Insurance (if sales were less than \$50,00 in the preceding year insurance is not required)**
- **Completed Minnesota Department of Public Safety-Alcohol and Gambling Enforcement Renewal of Liquor, Wine, Club of 3.2% Licenses form**
- **Completed Affidavit Insurance Waiver for Renewing Licenses (may submit stating sales were less than \$50,000)**
- **A completed Certificate of Compliance Minnesota Workers' Compensation Law form**

You were given until January 31, 2018 to pay the delinquent license and late fees and submit the required information listed above. As of today's date neither has been received.

In addition to the suspension of your Malt Off Sale 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 to maintain your license.

At this time, you have four (4) options to proceed:

1. If you do not contest the imposition of the proposed adverse action, you may do nothing. If I have not heard from you by **Friday, February 16, 2018**, I will presume that you have chosen not to contest the proposed adverse action, and the matter will be placed on the next available City Council Agenda for approval of the proposed remedy.
2. You can pay the delinquent license and late fees and submit the required information. **If this is your choice, you need to contact the Department of Safety and Inspections (651) 266-8989 to determine the total amount due.** You may then send the payment and information directly to DSI at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Friday, February 16, 2018**. 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.
3. 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 **Friday, February 16, 2018**. The matter will then be scheduled before the City Council to determine whether to suspend your Malt Off Sale 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.
4. If you no longer wish to do business in the City of Saint Paul, you will need to complete and return the attached REQUEST TO CANCEL LICENSE with the CITY OF SAINT PAUL to the Department of Safety and Inspections, at 375 Jackson Street, Ste. 220, St. Paul, Minnesota 55101-1806 no later than **Friday, February 16, 2018**.

If you have not contacted me by Friday, February 16, 2018, I will assume that you do not contest the suspension of your Malt Off Sale license and imposition of a \$500.00 matrix penalty. In that case, the matter will be placed on the next available City Council Agenda for approval of the recommended penalty.

If you have questions about these options, please feel free to contact Julie Kraus, my Legal Assistant at (651) 266-8776.

Sincerely,



Therese Skarda
Assistant City Attorney

Cc: Wung Lee Thao, 10178 Powers Lake Point, Woodbury, MN 55129

Attachments: RENEWAL OF LIQUOR, WINE, CLUB OR 3.2% LICENSES
Affidavit Insurance Waiver for Renewing Licenses
Certificate of Compliance Minnesota Workers' Compensation Law form
REQUEST TO CANCEL LICENSE with the CITY OF SAINT PAUL

STATE OF MINNESOTA)
) ss.

AFFIDAVIT OF SERVICE BY U.S. MAIL

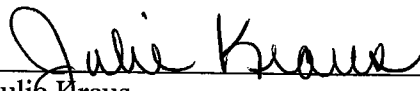
COUNTY OF RAMSEY)

Julie Kraus, being first duly sworn, deposes and says that on the 5th day of February, she served the attached **NOTICE OF INTENT TO SUSPEND LICENSE** and a correct copy thereof in an envelope addressed as follows:


Wung Lee Thao
Wung Lee Supermarket
347 University Avenue West
St. Paul, MN 55103

Wung Lee Thao
10178 Powers Lake Point
Woodbury, MN 55129

(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 5th day of February, 2018


Notary Public

