

MEMORANDUM

Date: February 28, 2013

To: Mayor and City Council

From: Meg Hellmich, Revenue Officer

Re: Request for Hearing for Non-renewal of Business License

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We have a business that is currently operating in violation of the City's Fire Code. The Fire Department has made numerous attempts to get them to come into compliance and these requests have been ignored.

This business has not yet renewed its business license for 2013 and I would like to request that a hearing be set for March 18, 2013 at which time the City will hear all parties regarding the matter of the renewal. The business owner will be notified of the hearing via a hand-delivered letter.

Thank you for your consideration of this matter.