



CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL
310 CITY HALL
15 WEST KELLOGG BOULEVARD
SAINT PAUL, MN 55102-1615
Marcia Moermond, Legislative Hearing Officer
EMAIL: legislativehearings@ci.stpaul.mn.us
PHONE: (651) 266-8585 FAX: (651) 266-8574

November 24, 2021

Rose Olson
439 Herschel St.
St Paul MN 55104-3604

Brandon Olson

VIA MAIL & EMAIL:
rose.k.olson@hotmail.com

VIA EMAIL: Bowmanllc19@gmail.com

Re: Remove or Repair of the Structure at 439 Herschel Street

Dear Ms. Olson:

This is to confirm that at the Legislative Hearing on November 23, 2021 Legislative Hearing Officer Marcia Moermond recommended continuing the above-referenced matter to Legislative Hearing on **Tuesday, December 14, 2021 between 9:00 and 11:00 am via phone. The following items must be submitted (or completed) by close of business December 10, 2021:**

- 1. post a \$5,000 performance deposit with the Department of Safety & Inspections (DSI);**
- 2. submit evidence of financing sufficient to complete the rehabilitation.** Staff estimates costs to exceed \$50,000. If total for bids are more than 20% less than staff estimate, a high level of detail will be required. Financing could be business or personal accounts, a line of credit, or construction loan. Other types of financing will be reviewed on a case by case basis;
- 3. note that the second half 2021 taxes due October 15, 2021 have not yet been paid.** Those must be brought current before moving forward;
- 4. submit an affidavit indicating the finances will be dedicated to completing the project** and not diverted until a code compliance certificate is issued; and
- 5. submit work plan, sworn construction statement, or scope of work.** This should include **signed** subcontractor bids and a **schedule** for completion of the project; and
- 6. the property must continue to be maintained.**

I have attached samples for your reference. The performance deposit form can be found online here: <https://www.stpaul.gov/departments/safety-inspections/vacant-buildings>. I have also attached them. Please contact the Department of Safety and Inspections directly at 651-266-8989 for questions regarding the application or payment process. **Typically a lock box is required to be on the property for inspectors to (re)visit.** If you do not wish to place a lockbox on the property, please call Nathan Bruhn at 651-266-9033 to see if that can be coordinated.

These items can be emailed to me at Joanna.zimny@ci.stpaul.mn.us or dropped off in person in our office at 15 W. Kellogg Boulevard, Room 310 Monday through Friday between 9 a.m. and 3:30 p.m.

This matter will go before City Council on Wednesday, December 22, 2021 If you wish to contest to the recommendation Ms. Moermond will give at the December 14 Legislative Hearing, and give live testimony remotely at the City Council Public Hearing on **December 22, 2021 between 3:30 p.m. and 5:00 p.m.**, please contact me at 651-266-8515 or legislativehearings@ci.stpaul.mn.us to let our staff know before noon. If you won't be contesting, then no further action is needed.

If you have any questions, please contact me at 651-266-8515.

Sincerely,

/s/

Joanna Zimny

Legislative Hearing Executive Assistant

Encl: \$5,000 performance deposit form
Sample work plan(s)/construction statements
Sample affidavit

c: Rehabilitation & Removal staff
Steve Magner – Department of Safety & Inspections, Housing and Code Enforcement
Manager