



**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  
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PHONE: (651) 266-8585 FAX: (651) 266-8574

July 28, 2023

Janet Smith  
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Safeguard Properties

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VIA EMAIL:  
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Re: Remove or Repair of the Structure at 621 BIDWELL STREET

Dear Interested Parties:

This is to confirm that at the Legislative Hearing on July 25, 2023 Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing on **Tuesday, August 8, 2023 at 9 am in room 330 City Hall/Court House for further discussion.**

**The \$5,000 Performance Deposit must be posted with the Department of Safety & Inspections by no later than close of business August 4, 2023.** The Performance Deposit form can be found online here: <https://www.stpaul.gov/departments/safety-inspections/vacant-buildings>. Please contact the Department of Safety and Inspections directly at 651-266-8989 for questions regarding the application or payment process. This money is fully refundable upon completion of the project (or demolition, etc).

**For your reference, the following items will (eventually) need to be completed before receiving a grant of time from the City Council to rehabilitate the property:**

1. Note that if you are intending to have a third party rehabilitate the property, pending transfer of title, the contract used for this transaction will need to be approved by the Legislative Hearing Officer. **Please note that title cannot transfer until the rehabilitation is complete and nuisance abated;**
2. **submit evidence of financing sufficient to complete the rehabilitation.** Staff estimates costs to exceed \$100,000. 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. Banks/finance companies often submit a written statement in lieu of this from upper-level management indicating as such;
3. submit an affidavit indicating the **finances will be dedicated to completing the project** and not diverted until a code compliance certificate is issued; and



4. **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
5. **the property must be maintained.**

If you have any questions, please contact me at 651-266-8585.

Sincerely,

/s/

Joanna Zimny

Legislative Hearing Executive Assistant

- c:     Rehabilitation & Removal staff  
       Helen O'Brien via email: wellsobrien@gmail.com  
       James Burnham via email: [jameswburnham@gmail.com](mailto:jameswburnham@gmail.com)  
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