



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

June 14, 2024

Kyle Runbeck
o/b/o Runbeck & Sons, LLC
6307 St. Croix Trail N
Oak Park Heights, MN 55082

VIA EMAIL: kyle.runbeck@gmail.com

Re: Remove or Repair of the Structure at 887 CHARLES AVENUE

Dear Kyle Runbeck:

This is to confirm that at the Legislative Hearing on June 11, 2024, Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing on **Tuesday, July 9, 2024 at 9 am in room 330 City Hall/Courthouse** for review of work plan, bids, and financing.

Once your Code Compliance Inspection Report is completed, you will need to submit the following for approval before receiving a grant of time from the City Council to rehabilitate the property:

1. 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 \$75,000. 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. **submit an affidavit indicating the finances will be dedicated to completing the project** and not diverted until a code compliance certificate is issued;
4. **submit work plan, sworn construction statement, or scope of work.** This should include **signed** subcontractor bids which address all items in the Code Compliance Inspection Report and a **schedule** for completion of the project; and
5. **the property must be maintained.**

If you would like samples of these documents now, please let me know. If you have any questions, please contact me at 651-266-8585



Sincerely,

/s/

Joanna Zimny

Legislative Hearing Executive Assistant

c: Rehabilitation & Removal staff
 MortgageIT 33 Maiden Lane 6th Floor New York NY 10038 (via mail)
 MERS PO Box 2026 Flint MI 48501-2026 (via mail)