



**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](mailto:legislativehearings@ci.stpaul.mn.us)  
PHONE: (651) 266-8585 FAX: (651) 266-8574

April 12, 2024

J. Mitchell  
Universal Construction, Inc.  
2355 Highway 36 W,  
Suite 400  
Roseville, MN 55113

Plaza I Inc  
7100 Northland Cir Ste 410  
Brooklyn Park MN 55428-1500

VIA MAIL

VIA EMAIL: [j.mitchell@uni-construction.com](mailto:j.mitchell@uni-construction.com)  
[jaymitchell93@gmail.com](mailto:jaymitchell93@gmail.com)

Re: Remove or Repair of the Structure at 706 Conway Street

Dear Interested Parties:

This is to confirm that at the Legislative Hearing on April 9, 2024, Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing on **Tuesday, May 14, 2024 at 9 am in room 330 City Hall/Courthouse** for review of work plan, bids and financing **conditioned upon the \$5,000 Performance Deposit being posted by close of business May 8, 2024.**

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.

**Please submit the following documents for review at the Legislative Hearing on May 14:**

- 1. 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;
- 2. submit an affidavit indicating the finances will be dedicated to completing the project** and not diverted until a code compliance certificate is issued;
- 3. 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



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

This matter will go before the City Council at Public Hearing on **Wednesday, May 15, 2024 at 3:30 pm. in room 300 City Hall.** If you are contesting Ms. Moermond's recommendation, or do not have the above items completed, you may:

1. appear in person (*please arrive before 3:30 p.m. and check in with staff outside Council chambers when you arrive*); or
2. **Should you wish to address Council directly but not appear in person, you must register in person by no later than noon on Tuesday, May 14, 2024 here to testify via phone:** <https://www.stpaul.gov/department/city-council/city-council-public-hearing-live-testimony>.

If you don't wish to contest then **no further action is needed** and the Council will proceed with Ms. Moermond's recommendation above without discussion. If you have any questions, please contact me at 651-266-8585

Sincerely,

/s/

Joanna Zimny

Legislative Hearing Executive Assistant

c:      Rehabilitation & Removal staff