



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

December 16, 2022

Christopher Boylan

VIA EMAIL: boylan@actualsoftware.com

Re: Remove or Repair of the Structure at 1508 Como Avenue

Dear Christopher Boylan:

This is to confirm that at the Legislative Hearing on December 13, 2022 Legislative Hearing Officer Marcia Moermond laid the matter over to Legislative Hearing on **Tuesday, December March 14, 2023 at 9 am in room 330 City Hall to show proof of cleared title and have a discussion with a potential purchaser/investor.**

For your reference, the following items must be completed before receiving a grant of time from the City Council:

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 \$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. **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

It is an ongoing requirement the property continue to be maintained. If you or a partner/purchaser would like samples of these documents, please let me know.

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

Sincerely,



/s/

Joanna Zimny

Legislative Hearing Executive Assistant

c: Rehabilitation & Removal staff
Mary Russell via email: russ1492@gmail.com