



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

October 27, 2023

Colleen Pollock
1058 Jessie St.
St. Paul, MN 55130

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Attorney
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Minneapolis, MN 55401

VIA EMAIL: pollocks910@gmail.com

VIA EMAIL: khuram@rwilaw.com

Re: Remove or Repair of the Structure at 1058 JESSIE STREET

Dear Interested Parties:

This is to confirm that at the Council Public Hearing on December 6, 2023 Legislative Hearing Officer Marcia Moermond will ask that the City Council **refer the matter back to Legislative Hearing on Tuesday, December 12, 2023 at 9 am in room 330 City Hall/Courthouse if the \$5,000 Performance Deposit is posted by no later than Friday, December 1, 2023.**

Note that you indicated in the hearing that both the Performance Deposit and Code Compliance Inspection was submitted, however I checked with Department of Safety & Inspections staff and as of the date of this letter the Code Compliance Inspection application has been processed, but staff found **no Performance Deposit application**. You may call them at 651-266-8989 for questions about that as it is not handled through our office.

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 matter will go before the City Council at Public Hearing on **Wednesday, December 6, 2023 at 3:30 pm. in room 300 City Hall**. If you are contesting Ms. Moermond's recommendation, or do not have the above item completed, you may:

1. appear in person (please arrive before 3:30 p.m. and check in with staff outside Council chambers); or
2. **Should you wish to address Council directly but not appear in person, you must register in person by noon on Tuesday, December 5, 2023 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.

For your reference, the following items must (eventually) be completed by you or a development partner 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** (*samples included*);
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;
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 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

Encl: sample transfer documents

c: Rehabilitation & Removal staff