



# 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

March 15, 2024

Scott Fergus  
CAG National Fund I, LLC  
11008 Cavell Circle  
Bloomington, MN 55438

Lisa Proechel  
Keller Williams

VIA EMAIL: [scott.fergus@ppm.us.com](mailto:scott.fergus@ppm.us.com)

VIA EMAIL: [lisaproechel@kw.com](mailto:lisaproechel@kw.com)

Eden Spencer | President & CEO |  
Greater Metropolitan Housing Corporation  
970 Raymond Ave, Suite 201  
St. Paul, MN 55114

VIA EMAIL: [espencer@gmhhousing.org](mailto:espencer@gmhhousing.org)

Re: Remove or Repair of the Structure at 1117 Jenks Avenue

Dear Interested Parties:

This is to confirm that at the Legislative Hearing on March 13 2024 Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing on **Tuesday, April 23, 2024 at 9 am in room 330 City Hall/Courthouse** for further discussion and review of the below documents submitted by purchaser.

Note as CAG National Fund will no longer be the owner at that time (assuming closing proceeds as planned), it isn't necessary to attend that hearing unless you wish to.

In order to receive a grant of time from the City Council the purchaser will need to submit the following documents by no later than close of business April 19, 2024:

1. **\$5,000 Performance Deposit** posted with the Department of Safety & Inspections\*;
2. **submit evidence of financing sufficient to complete the rehabilitation.** 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

It is an ongoing requirement that the property continue to be maintained. \*Generally, the party doing the rehab posts the \$5,000 Performance Deposit, which is refundable upon completion of the project, however, should you wish to work that out in the purchase agreement that is a private matter. If the party who posted the original \$5,000 wishes to request it back, you may do so in writing to Robert Humphrey at [robert.humphrey@ci.stpaul.mn.us](mailto:robert.humphrey@ci.stpaul.mn.us).

The following was included in your February 15 letter, but appears to not have been done: As discussed in the hearing on February 13 **your current Code Compliance Inspection Report on file is expired.** Please reach out to Building Inspector Clint Zane about possible options in dealing with this (including extension, doing a building only Code Compliance Inspection, or other suggestion). He can be reached at [clint.zane@ci.stpaul.mn.us](mailto:clint.zane@ci.stpaul.mn.us) or 651-266-9029 (please note inspectors have office hours between 7 and 9 am).

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

Sincerely,

/s/

Joanna Zimny

Legislative Hearing Executive Assistant

c:     Rehabilitation & Removal staff  
       Clint Zane – Department of Safety & Inspections, Building Inspector