



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

January 27, 2023

Victoria D. Cree

Associated Bank, NA
200 N. Adams St.
Green Bay, WI 54301

VIA EMAIL: creev22@gmail.com

VIA MAIL

Re: Remove or Repair of the Structure at 1011 Burns Avenue

Dear Interested Parties:

This is to confirm that at the Legislative Hearing on January 24, 2023 at which we were unable to reach you, Legislative Hearing Officer Marcia Moermond **will recommend that the property is removed within 15 days with no option to repair if before February 1, 2023 you haven't contacted Clint Zane to begin the Code Compliance Inspection process.**

Again, once the property is cleaned out, the doors are unscrewed and able to be opened by normal means and a **lock box installed**, contact Clint Zane at clint.zane@ci.stpaul.mn.us or 651-266-9029 to let him know the lock-box combination. This was supposed to have been done by December 21, 2022.

This action must be completed to even be under consideration for further discussion at a Legislative Hearing.

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

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

This matter will go before the City Council at Public Hearing on **Wednesday, February 8, 2023 at 3:30 pm. in room 300 City Hall**. If you are contesting Ms. Moermond's recommendation from the January 24 hearing (*or haven't completed the above task(s)*) you may:

- appear in person (please arrive before 3:30 p.m. and check in with staff outside Council chambers)
- send written testimony to be added to the record to legislativehearings@ci.stpaul.mn.us or by voicemail at 651-266-6805.
- **Should you wish to address Council directly but not appear in person, you must register in person by noon on Tuesday, February 7, 2023 here to testify via phone:** <https://www.stpaul.gov/department/city-council/city-council-public-hearing-live-testimony>.

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