



CITY OF SAINT PAUL
OFFICE OF THE CITY COUNCIL
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February 28, 2020

Nneka Constantino
1441 University Avenue W.
St. Paul, MN 55104

VIA US MAIL & EMAIL: nneka.constantino@gmail.com

RE: Remove or Repair of the Structure at 1282 Hauge Avenue

Dear Ms. Constantino:

This is to confirm that on February 15, 2020 at the Legislative Hearing, Marcia Moermond recommended to the City Council on February 26, 2020 to continue the above-referenced matter to **Tuesday, March 10, 2020 at 9:00 a.m. in Room 330 for further discussion.**

By close of business on March 6, 2020 please submit the following if you wish to rehabilitate the property so they can be reviewed prior to the March 10th Legislative Hearing:

1. **Work Plan** – a scope of work or sworn construction with timelines, noting that a certificate of code compliance shall be the measure used in determining whether the building has been rehabilitated and the nuisance and dangerous conditions have been addressed.
2. **Bids** - provide current general and subcontractor bids which support the content of the above work plan/sworn construction statement;

Please note the following with respect to Items 1 & 2 on this list:

- Ms. Moermond reviewed the plans you provided and determined they are architectural drawings/schematics of the work to be done and would be included in the application for building permits for the project. The plan preparer's company or individual name was not included. These drawings do not constitute a work plan, as described above.
- A blank project plan/scope of work sample has been attached, along with 2 examples of plans/sworn construction statements with timelines. Please note, every project is unique and these examples are intended to provide general background on expectations.
- You should include documentation of any code compliance work which has been completed with the plan you submit.
- One permit for your project shows up in the City system – a plumbing permit issued to Mr. Maison Plumbing and Drain October 15, 2019 for \$6,500 in code compliance inspection-related work. There has been no activity on this permit and a standard letter

notifying you and your contractor that 135 days have passed with no inspections was sent out February 26, 2020. Permits expire within 180 days of no activity.

3. **Document Demonstrating Financial Capacity** - provide financial documentation, such as a construction loan, a line of credit or a bank statement which demonstrates the financial means to complete the project. The amount of money for the work needs to be commensurate with the work plans and bids. As indicated in the hearing, the City currently estimates the rehabilitation exceeds \$30,000.

You stated you had bids and contracts in place which have been partially paid. Please include documentation of the amounts due and owing, so the cost of the project can be accurately calculated. These figures help inform the level of financing needed to complete the project.

You submitted documentation for 2 employer sponsored plans/investment accounts, one from Merrill and the other from Bank of America. The Merrill account is labeled as an IRA on the statement provided. The Bank of America account is also labeled as a 401(k) retirement. Although the dollar value of the retirement accounts likely exceeds the value of the rehabilitation, they cannot be deemed a financing source for the work – as they are not liquid assets which can be used to pay contractors, etc. You will need demonstrate financing which is immediately available to cover the cost of the project.

4. **Affidavit** – after you have established the funding source for the rehabilitation, you will need to provide an affidavit indicating you will expend those funds for the rehabilitation. A sample affidavit is attached.
5. **Maintenance** – the property must continue to be maintained.

If the above-mentioned information is submitted before March 10th, reviewed and approved, the March 10, 2010 Legislative Hearing may not be necessary.

With respect to your contact information, there are several updates we wish to provide. First, we will be using the business address you provided at 1441 University Avenue West, Saint Paul, MN 55104. We will also send you emails of all correspondence to the email you provided: nneka.constantino@gmail.com. If you wish to change this, please let me know. Additionally, your official name and address of record with Ramsey County, as the owner of both 1282 Hague Avenue and 1431 Sherburne Avenue, is still Nneka Morgan at 1431 Sherburne Avenue. Ramsey County staff indicate they are no more than 3 days behind with address changes currently, as they are preparing for issuance of property tax bills. It appears there is a disconnect with your reported filing of an address change and its recording at the county. You will want to contact them to ensure the information accurately reflects where these statements should be sent. Finally, the Department of Safety and Inspections has not yet received the Provisional Fire Certificate of Occupancy Application you indicated you previously submitted for 1431 Sherburne Avenue. One is attached for your convenience.

The City Council Public Hearing will be on Wednesday, March 25, 2020 at 3:30 p.m. in Room 300 City Hall.

Sincerely,
/s/

Joanna Zimny
Legislative Hearing Executive Assistant

Encl: Sample Blank Work Plan
Examples of Sworn Construction Statements for 412 Holly Avenue and 522 Otis Avenue
Sample Affidavit of Dedicated Financing
Provisional Fire Certificate of Occupancy Application

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