



# 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

June 14, 2024

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

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

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

VIA EMAIL: [espencer@gmhchousing.org](mailto:espencer@gmhchousing.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 June 11 2024 Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing on **Tuesday, June 25, 2024 at 9 am in room 330 City Hall/Courthouse** to discuss bids/contractor selection and timeline.

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 June 7, 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).

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

Sincerely,



/s/

Joanna Zimny

Legislative Hearing Executive Assistant

c:     Rehabilitation & Removal staff  
       Lisa Proechel VIA EMAIL: [lisaproechel@kw.com](mailto:lisaproechel@kw.com)