



**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

January 13, 2023

Barry A Mackley  
1618 Hamline Ave N  
St Paul MN 55108-2108

VIA US MAIL

Teamsters Credit Union  
9422 Ulysses St NE Suite 140  
Blaine MN 55434

VIA US MAIL (w/o enclosures)

Re: Remove or Repair of the Structure at 1618 Hamline Avenue North

Dear Interested Parties:

This is to confirm that at the Legislative Hearing on January 10, 2023, at which no one appeared, Legislative Hearing Officer Marcia Moermond recommended that the City Council **order the building removed within 15 days with no option to repair.**

**For your reference, the following items must be completed 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;**
2. **\$5,000 Performance Deposit** posted with the Department of Safety & Inspections;
3. apply for a Code Compliance inspection with the Department of Safety & Inspections;
4. **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;
5. **submit an affidavit indicating the finances will be dedicated to completing the project** and not diverted until a code compliance certificate is issued; and



6. **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
7. **the property must be maintained.**

The performance deposit form can be found online here:

<https://www.stpaul.gov/departments/safety-inspections/vacant-buildings>. I have also included a copy. 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 again 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 October 25 hearing, you may appear in person or send written testimony to be added to the record to [legislativehearings@ci.stpaul.mn.us](mailto: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: <https://www.stpaul.gov/department/city-council/city-council-public-hearing-live-testimony>**. If you don't wish to contest, no further action is needed and the Council will proceed with Ms. Moermond's recommendation from January 10.

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

Sincerely,

/s/

Joanna Zimny  
Legislative Hearing Executive Assistant

Encl: Vacant Building Performance Deposit form  
Code Compliance Inspection form

c: Rehabilitation & Removal staff