



**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

August 11, 2023

Jess Zeletes  
Attorney o/b/o Towd Point Mortgage

Towd Point Mortgage Trust,  
US Bank NA, as trustee  
c/o Select Portfolio Servicing  
3217 Decker Lake Dr  
West Valley City UT 84119-23284

VIA EMAIL: [j.zeletes@gmail.com](mailto:j.zeletes@gmail.com)

VIA MAIL

Re: Remove or Repair of the Structure at 901 FULLER AVENUE

Dear Interested Parties:

This is to confirm that at the Legislative Hearing on August 8, 2023 this matter was continued to **August 22, 2023 at 9 am in room 330 City Hall/Court House** for further discussion and update on foreclosure filing & redemption period, including notification of newly identified estate representatives.

A reminder that the \$5,000 Performance Deposit needs to be posted and Code Compliance Inspection needs to be applied for before the matter goes before the City Council again.

The Code Compliance and performance deposit forms can be found online here: <https://www.stpaul.gov/departments/safety-inspections/vacant-buildings>. Please contact the Department of Safety and Inspections directly at 651-266-8989 for questions regarding the application or payment process. The code compliance application must include lock box code and box must be attached to door for use; it isn't sufficient to just apply without ability for staff to conduct the inspections.

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

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

Samples of the remaining documents will be sent at a later date, if you would like them sooner please let me know. If you have any questions, please contact me at 651-266-8585.

Sincerely,

/s/

Joanna Zimny

Legislative Hearing Executive Assistant

- c:     Rehabilitation & Removal staff  
       Marco Landoni o/b/o Center for Energy and Environment via email:  
       mlandoni@mncee.org  
       Bill Blonigan via email: [bloniganlaw@gmail.com](mailto:bloniganlaw@gmail.com)  
       Monica Wandrick via mail: 1125 Jenks Avenue, St. Paul, MN 55106