



**CITY OF SAINT PAUL**  
OFFICE OF THE CITY COUNCIL  
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SAINT PAUL, MN 55102-1615  
Marcia Moermond, Legislative Hearing Officer  
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PHONE: (651) 266-8585 FAX: (651) 266-8574

**REVISED**

December 20, 2024

Amber Thornell Duncan  
973 Front Avenue  
St Paul MN 55103

VIA EMAIL: [magicanber@aol.com](mailto:magicanber@aol.com)

Re: **12/18/2024 DETERMINATION** on Appeal of Vacate Order for 973 Front Avenue

Dear Ms. Duncan:

This is to confirm the Council's action on your appeal and the direction moving forward we discussed prior to the hearing.

- Your appeal of the condemnation and order to vacate is still an open and undecided case in front of the City Council. The public hearing remains open and additional information will continue to be accepted and considered until the public hearing is closed.
- Enforcement of the Order to Vacate is *stayed* pending the Council's decision on the matter. They referred it back to Legislative Hearing and it was clear in my conversation with you and others that a solid work plan will need to be developed and approved to address the remaining items. This plan would be based on addressing the more critical life safety items first and require periodic inspections by Code Enforcement. We will send a sample work plan which you may use or you can develop your own. I am looking for specific tasks you'll undertake to correct the violations, who will be doing the work, when it will be done, and if the work involves expenses, how will they be covered.
- I indicated that you could remove the emergency abatement order posted to your door last Friday, as the clean-up was executed by city contractors on Monday. You inquired whether the order to vacate placard could be removed. I indicated it could be while we are working on a plan for addressing the balance of December 10, 2024, orders.
- I have learned that the Department of Safety and Inspections (DSI) has issued a second Order to Vacate this morning with a vacate date of January 7, 2025. I have attached this document. Also attached to this email is an appeal form. Please complete the appeal form and return it to our office. I am waiving the \$25 appeal fee, as you have an open case in front of the council on the same matter. We will discuss them together.
- Regarding your question about whether the second (today's) Order to Vacate placard may be removed – as discussed above, the house is condemned and enforcement on the vacate



is stayed pending a Council decision. You may remove the placard, pending the January 7, 2025, Legislative Hearing.

- I strongly encourage you to use the dumpster provided by the House Calls Program. Follow up with them about whether there are deadlines for when they need to pick up the dumpster. Filling the dumpster is an indicator we look at the review progress.
- I will be following up with you on the work completed by furnace repair contractor if there is additional information or action needed.

Finally, I am asking that you provide access to a Code Enforcement inspector on 2 occasions first on either Friday ~~January~~ **December 27** or Monday December 30, 2024; and a second inspection on Monday January 6, 2025. This will give up-to-date information on conditions for our January 7, 2025, Legislative Hearing and show the ongoing progress you are making. Anticipate an appointment letter from DSI indicating the times. I anticipate they will reach out to you ahead of sending the letter to ensure it is a time that works for your calendar, as well.

I am also confirming that at the Council Public Hearing on December 18, they referred the matter to Legislative Hearing on **Tuesday, January 7, 2025, at 11 am in room 330 City Hall/Courthouse**. The purpose of the hearing is to review a work plan to complete the repairs and cleaning noted in the Code Enforcement orders. It would be helpful if you can share a draft by January 6, 2025, in order that it may be reviewed prior to the hearing. Based on the work plan and inspector reports on conditions, I will be recommending a course of action for the Council.

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

Sincerely,

/s/

Marcia Moermond  
Legislative Hearing Officer

c: Department of Safety & Inspectors – Code Enforcement Supervisors  
St. Paul/Ramsey County Public Health House Calls Program, Lauren Lightner Ross  
St. Paul Police Department West Team  
St. Paul Animal Control  
Georgia Duncan, Fee owner of 973 Front Avenue  
Tara B Duncan Smith