



**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

September 13, 2024

Kyle Runbeck  
o/b/o Runbeck & Sons, LLC  
6307 St. Croix Trail N  
Oak Park Heights, MN 55082

VIA EMAIL: [kyle.runbeck@gmail.com](mailto:kyle.runbeck@gmail.com)

Re: Remove or Repair of the Structure at 887 CHARLES AVENUE

Dear Kyle Runbeck:

This is to confirm that at the Legislative Hearing on September 10, 2024, Legislative Hearing Officer Marcia Moermond's recommendation to the City Council is **currently forthcoming, pending submission and approval of:**

- 1. submit evidence of financing sufficient to complete the rehabilitation.** Staff estimates costs to exceed \$75,000. 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;
- 2. submit an affidavit indicating the finances will be dedicated to completing the project** and not diverted until a code compliance certificate is issued; and
- 3. 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

These items should be submitted by close of business Friday, September 27, 2024 to me at [Joanna.zimny@ci.stpaul.mn.us](mailto:Joanna.zimny@ci.stpaul.mn.us). As always, it is an ongoing requirement that the property continue to be maintained.

This matter will go before the City Council at Public Hearing on **Wednesday, October 2, 2024 at 3:30 pm. in Room 300 City Hall.** If you are contesting Ms. Moermond's recommendation (or do not have the above items submitted and approved) you may:

1. appear in person (*please arrive before 3:30 p.m. and check in with staff outside Council chambers when you arrive*); or
2. **Should you wish to address Council directly but not appear in person, you must register in person by no later than noon on Tuesday, October 1, 2024 here to testify via phone:** <https://www.stpaul.gov/department/city-council/city-council-public-hearing-live-testimony>.



If you don't wish to contest then **no further action is needed** and the Council will proceed with Ms. Moermond's recommendation above without discussion. If you would like samples of these documents 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  
       MortgageIT 33 Maiden Lane 6th Floor New York NY 10038 (via mail)  
       MERS PO Box 2026 Flint MI 48501-2026 (via mail)