



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
PHONE: (651) 266-8585 FAX: (651) 266-8574

August 11, 2023

Michael Sauer
Wilford Geske & Cook PA
7616 Currell Blvd Suite 200
Woodbury MN 55125-2296

PennyMac Loan Services LLC
3043 Townsgate Road, Suite 200
Westlake Village CA 91361

VIA MAIL

VIA EMAIL: msauer@wgcmn.com

MERS
PO Box 2026
Flint MI 48501-2026

Secretary of Housing and Urban
Development
451 Seventh St SW
Washington DC 20410

VIA MAIL

Andrea Roark

VIA EMAIL: AndreaRoark95@yahoo.com

Re: Remove or Repair of the Structure at 1213 WOODBRIDGE STREET

Dear Interested Parties:

This is to confirm that at the Legislative Hearing on August 8, 2023 Legislative Hearing Officer Marcia Moermond continued the matter to Legislative Hearing on **August 22, 2023 at 9 am in room 330 City Hall/Court House for further discussion.**

The expectation is that the Performance Deposit and Code Compliance Inspection application will be made by **no later than September 8, 2023.**

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, in addition to the two items above, 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
 Kevin Stevenson via email: thecleanoutpeople@gmail.com