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Lake Elmo Planning Commission
MEETING NOTICE
Monday, March 14, 2005, 7:00 p.m.

In Council Chambers
Lake Elmo City Hall
3800 Laverne Ave. N.
Lake Elmo, MN 55042

AGENDA

1. Agenda
2. Minutes
3. PUBLIC HEARING: Conditional Use Permit – City of Lake Elmo
To construct a Public Works Facility and a Water Tower Facility in a PF Zoning District
4. PUBLIC HEARING: Variance – Public Works Facility
Exterior Surface Materials
5. PUBLIC HEARING: Zoning Text Amendment
To Add Home Occupations in the RR Zoning District
6. PUBLIC HEARING: CIP Amendment, 2005-2009
7. PUBLIC HEARING: Variance – Mike Lynskey/Village North Office Park
Visible Roofing Materials
8. Minor Subdivision: Olinger – 9057 Lake Jane Trail
9. Comprehensive Plan Modifications:
 - a. Policy
 - b. Land Use Text
10. Adjourn

**City of Lake Elmo
Planning Commission Meeting
Minutes of March 14, 2005**

Chairman Helwig called to order the meeting of the Lake Elmo Planning Commission at 7:00 p.m.
COMMISSIONERS PRESENT: Deziel, Roth, Ptacek, Sessing, Sedro, Schneider, Armstrong, Lyzenga, and Fliflet. STAFF PRESENT: Planner Dillerud, Administrator Rafferty, City Engineer Prew, Finance Director Bouthilet, and Recording Secretary Schaffel. ALSO PRESENT: Mayor Johnston and Councilmember Johnson.

Pledge of Allegiance

Agenda

Pledge of Allegiance and City Council Update are missing from the Agenda. M/S/P, Sessing/Sedro, to accept the Agenda as amended. VOTE: 9:0.

Minutes

M/S/P, Ptacek/Sedro, to approve the Minutes of February 23, 2005 after deleting all the extra pages of notes at the end. VOTE: 9:0.

PUBLIC HEARING: CUP – Public Works and Water Storage Facilities AND PUBLIC HEARING: Variance – Exterior Surface Materials – Public Works Facility

The Planner introduced the city's application for a conditional use permit to construct an 11,000 square feet public works facility and a 500,000 gallon water storage facility over 100 feet in height on the edge of a farm field of 19.8 acres in the southern portion of Sunfish Lake Park. He reported that the site zoned PF, and public facilities are a Conditional Use in that zone. He noted that the application also includes a Section 520 Site Plan.

The Planner reminded the Commission that the Facilities and Staffing Report that was adopted and became part of the Comprehensive Plan strongly suggested a larger facility for public works. He also noted that the need for new and expanded water storage was clearly demonstrated in the Community Facilities element of the 2000 -2020 Comprehensive Plan.

The planner reported that the site plan is consistent with standards of the City Code except for the exterior siding, and that a variance application is included for metal siding. The steel siding design was intended to give a rural feel rather than a commercial feel for the structure. The variance for the siding will help achieve the desired appearance of a rural structure to the building.

The water tower is dealt with somewhat differently as a utility transmission structure.

The planner stated that the Planning Staff Report does not include firm recommendations for action by the Commission because the applicant is the City, and the planner is a City staff member.

Administrator Rafferty presented the site plan and design. He said there are 350 acres in Sunfish Lake Park of which 20 acres will be used. The facility would be situated at the entrance, not in the woods. He said the parcel of land is farmed commercially. The city leases the land to the farmer. He estimated that 95% of the equipment in the proposed facility will be used in the park maintenance activity at some time during the year. He said a number of exteriors were reviewed and the most appealing was for the structure to look like a barn and yet still serve all the needs this type of facility serves. He said the site will be served by city water and a septic system. A warming shelter with bathrooms can be added in the future.

Terri Olson, Architect with TKDA

Ms. Olson said the public works facility design came from incorporating public works and parks equipment to be stored there. The building will have offices, showers, bathrooms, wash bays, and vehicle

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storage. Storage will be available for salt, sand, dirt, class 5 gravel, etc. The design allows the opportunity for future expansion. She said potentially a warming shelter addition could be tied into the utilities. She reported that a great deal of time went into choosing the rural barn look with a gabled roof and high clerestory windows.

Rich Gray, TKDA

Mr. Gray said the building would be sited in a saddle area of the site, minimizing cutting and filling. It is also setback from the park entrance as a buffer and to allow it to appear to settle into the landscape. Excess fill around the edges will be used to berm, offering further screening. Storm drainage will be infiltration, and he said that soils there are well suited for it. All drainage can be managed on-site. Landscaping plans are designed to use all native materials. He said there would be some mown grass around the building, then prairie grasses to blend with the surroundings. Shelter belts on two sides offer windbreaks and screening. He said that evergreens on the south side will do the same.

Administrator Rafferty introduced the water tower project, and its history.

Tom Prew, City Engineer

Mr. Prew said that water system improvements have been reviewed for several years. In 2000, a water plan said the City needed another well, and additional elevated water storage to replace the existing 75,000 gallon Old Village tower at a location better suited to the expanded service area of the system. He then reminded the Commission of the limited service area of the Oakdale Water Service Agreement, and that the agreement with Oakdale will be expiring soon. He said that the water service plan that has been prepared brings the Oakdale-served and Old Village systems together as a single Lake Elmo system. He reported that the City-owned land adjacent to Sunfish Park meets the criteria of distance from the two Old Village System wells, and a storage tank at that location offers enough height and pressure to service customers in the Lake Jane area together with the entire present Old Village System all the way to Carriage Station. He noted that the timing for the water storage project is ideal now, with Tapestry going in. He said they selected the back corner of the City-owned property to get as far from existing neighborhoods as possible.

The Administrator said the rationale for the variance to allow the standing seam metal siding on the Public Works/Parks Maintenance Building is to provide rural character to the structure in that type of setting. He noted that concrete panels would not look appropriate in that setting; and that Staff had visited a number of similar facilities in other cities to review the finished products. He noted that some of those facilities were built in or adjacent to a park.

Commissioner Schneider said a letter from Park Commission Chairman Bob Schumacher indicated the Parks Commission saw this application but there is no feedback in the packet.

Commissioner Roth asked how far the water can travel with acceptable pressure.

Engineer Prew said it depends on topography because not lateral distance but height of the storage facility is critical. He said the reason to use gravity elevated storage is to minimize stops and starts on the pumps thereby extending the pump life. The City also requires a reserve of water to fight fires.

Commissioner Schneider asked how about Well #3 figures into the water system equation

The Engineer said Well #3 is part of another separate water system. As development occurs south, the City will need to bring up Well #3 and another water tower

Commissioner Schneider asked if the City can get by without a new water storage tower.

Engineer Prew said the system continues to work without it but the City does not have the fire protection it should, and wells will wear out faster. He noted that some fires in recent years emptied the tower in the Old Village. He said that TKDA recommended the correct size and location of water storage for the Lake Elmo Planning Commission Meeting Minutes of March 14, 2005

community. He advised that a well and tower should not be located next to each other. The facilities are situated better across town from each other to equalize pressure with no separate mains, just looped.

Commissioner Schneider asked if this is the only place the city can put a water tower.

The Engineer explained it was sited near population and where growth is going to be, but there could be other sites, which would add expense to the project.

THE CHAIR OPENED THE PUBLIC HEARING AT 7:45 PM

Ed Nielsen

He said the Council did not know about contracts made to people whose land was purchased in this location many years ago. He and Lloyd Shervhein went to farmer's homes asking for land for parks purposes, and they could have provided the information. The reason for urgency was that developers wanted the land. He said a covenant was made between Lehart Friedrich and the Council that the land would be used for parks purposes. Years later another council came to Lehart for more land for a maintenance building. He said no he did not want a maintenance building on his property. Mr. Nielsen displayed some historic promotional materials. He said there were covenants between the citizens and the Friedrichs. He said the Council wanted to use Lions Park for a village office and the people spoke to prevent it. He stated that Sunfish Lake Park is our most beautiful park, and we build these facility structures for development.

Mr. Nielsen asked the Planner where the information came from for the staff report regarding the farming of this site. He said that Lehart paid the City for farming rights every year and the money came into the Parks Commission every year. He said a land trust should be generated to protect these parks from invasion. The current staff and council did not know the history of these agreements.

Mr. Nielsen displayed a letter from David Steele of the Parks Commission. Mr. Nielsen said the landfill still has twenty acres to put the maintenance building upon; and there is more land there too. He suggested alternative locations such as the north portion of Lake Elmo Parks Reserve.

Dave Morgan, Former Parks Commissioner

Mr. Morgan said that people gave their land, some unwillingly, to create the Park. He said the council's number one responsibility is to people who are here, not those coming. He said the landfill shows 110 acres, yet only 10 are filled.

Merle Olson

Mr. Olson said he is the son-in-law of Lehart Friedrich. He said a covenant was made between the family and city and citizens of Lake Elmo. The land was sold at reduced value for a park only. He would not have sold it for a water tower and public works. When asked to sell land for a public works facility, Lehart said he would not do so. He said the park property is valuable for our citizens for the future.

David Steele, Parks Commissioner

Dr. Steele said it is a very important decision to take several acres of one of the parks, chewing it off for other purposes, and it sets a dangerous precedent. On February 22, the application was brought to the Parks Commission for the first time. He was not in attendance but his understanding was it was a brief discussion. The Parks Commission did not have background, information, and knowledge. He said he does not feel they have that yet.

Jim Blackford

Mr. Blackford said the central core question is "What do we stand for?" He said he is not against the water facility or a public works facility. He said the city was well-intentioned. He said the citizens of Lake Elmo want to keep open spaces and control development. He said Sunfish Lake Park is Lake Elmo's gem of parks, and the City wants to stick a water tower right in the middle of it. He said that is inconsistent to what we believe in. He said there are other good places for locating water towers. There

are better places in commercial areas. He suggested the commercial zone off 39th Street is close to the proposed water line; and that there are many sites on Highway 5 and Ideal Avenue which is highest part of the city in elevation. He said a water tower belongs along the gateway to the city along commercial, highway, or railroad tracks. He said the plan should not only be stopped but repudiated. He said he would like to see permanent protection for our parks.

Dick Hedquist, 3440 Kelvin

Mr. Hedquist said he has lived here 35 years. He saw buffalo on Lehart's farm. This is a growing community, if this is all we have for a park then we should keep the park. Towers can be placed anywhere we have the elevation.

Rosalie Wahl

Ms. Wahl said she has resided for 50 years on 47th Street North. Her two concerns are the near-sanctity of park land, and are we keeping our promises made. Park land should remain so in perpetuity with permanent protection. She suggested placing the park in a land trust.

Judith Blackford

Ms. Blackford said she spoke to the Parks Chairman who said he read it in the paper, and nobody had notified him. She said morality and ethics go in perpetuity just like the land that was given us. She said she gets enjoyment seeing deer being fed on those acres. She said the residents care about this park.

Chuck Harstad

Mr. Harstad said that Lehart was proud of the land he dedicated. He asked if the city has looked at all the options, and have they been evaluated. He said this is an integrity issue if a governing body cannot keep promises made. He asked the commission to look at the integrity issue and other options for alternative locations.

THE CHAIRMAN CLOSED THE PUBLIC HEARING AT 8:26 P.M.

Commissioner Ptacek questioned whether the bond issue had specific verbiage regarding exclusive use of the land purchased for parks.

The Administrator said the City's legal counsel will make a presentation tomorrow. There are no legal covenants or restrictions to the City. There was purchase agreement language referring to park use but that language did not go into the final sale documents. As far as alternate sites for the tower, he said several sites were looked at.

Commissioner Sedro asked if the City had looked at the landfill site. She said a public works facility is there now and there are no covenants.

The Planner said the landfill is still controlled by MPCA easements, regardless of ownership. MPCA can still evict the City's present Public Works building should methane be detected there.

Commissioner Fliflet asked if there were compelling reasons why the facilities could not go somewhere else.

Administrator Rafferty said that the two facilities can be addressed separately. The staff and engineer analyzed all other areas. This site was the fourth or fifth analyzed, and based upon sustaining, investment, and a balance, this is the best location as it pertains to the water system and the tower. The engineer would have to analyze hydraulic flows to determine if another site would lend itself to it. He said there is concern about methane on the landfill site, and how it might infiltrate into the tower and build up. He emphasized he was not concerned about water quality issues but tower issues. He said the original house on the site south of the landfill fence was acquired by outside agencies. He said there were several confidential sites reviewed prior to selecting the subject site for the Public Works/Parks facility.

Commissioner Deziel said variance findings the City must meet regarding the exterior surfacing of the maintenance facility are: 1.) reasonable use, 2.) plight due to property not self-created, and 3.) would not change essential character of the neighborhood. Number 2 may be created by the City. He said the City makes the code and we should meet the code. While he is not opposed to it, we expect others to build to meet the code. If the law is the law for all we should obey our own laws.

Commissioner Schneider said bonds have been sold for the maintenance facility. He asked if now it will cost additional funds for land purchase should the Sunfish site not be used. Does relocation add a large cost to the project?

The Planner said relocation adds large cost to the project.

M/S, Ptacek, to recommend no action on the conditional use permit to construct a public works facility and a water storage facility on city-owned land in Sunfish Lake Park. FAILED FOR LACK OF A SECOND.

Chairman Armstrong said he firmly believes there are no legal restrictions to using this City-owned land for public works/parks and a water storage facility, and while he is firmly convinced the city has a moral obligation to uphold, Staff has done the best they could. The City desperately needs a public works/parks facility and a water storage facility.

M/S/P, Armstrong/Schneider, to recommend denial of the application for a conditional use permit to construct a public works facility and a water storage facility on City-owned land adjacent to Sunfish Lake Park, or in the alternative, to recommend that the City Council withdraw the applications based upon the Findings that park land should not be utilized for more intense uses.

Commissioner Armstrong said residents are strongly opposed to allowing parks facilities to be used for a water tower and a garage. He said it was unfortunate that the agreements did not survive into the deeds. He recommended that the Facilities Committee be reinstated because they made progress finding sites for a new city hall.

Commissioner Deziel said he thought the motion was appropriate. The commission does not know enough and might need more education. He said we need more public input at an earlier point in the process. He said the Parks commission knew of this application late in the process.

Commissioner Fliflet said the problem seems to be more with the site than with a variance or conditional use permit.

Commissioner Lyzenga said the city can expect this type of conflict to become more common as we move into the future. We will look at this more often - balancing the concerns of long-term residents with new residents. The City has to build a water tower and put out fires. She said that the cheapest solution may not be the best solution, and we may have to dig into our pockets to hang onto our values.

VOTE: 8:0:1 Abstain: Helwig - for reasons of potential conflict of interest.

THE CHAIRMAN RECESSED AT 8:49 P.M.

THE CHAIR RECONVENED AT 9:04 P.M.

PUBLIC HEARING: Zoning Text Amendment – To allow Home Occupations in RR

COMMISSIONER SESSING EXCUSED HIMSELF AND STEPPED DOWN FROM THE TABLE.

The Planner explained that Home Occupations are allowed in all residential districts but are not mentioned in the RR Zone. He reported that the City Attorney researched the zoning ordinance into the 1970's, and found that Home Occupations were never included in the RR Zone. He also reported that the Planner researched any amendments and found none whether recommending removal of Home

Occupations from RR or inclusion of it. The Planner provided code language for the inclusion of Home Occupations in the RR portion of the zoning code.

THE CHAIRMAN OPENED THE PUBLIC HEARING AT 9:08 P.M.

AT 9:09 P.M., THE CHAIRMAN CLOSED THE PUBLIC HEARING AFTER HEARING NO COMMENTS.

M/S/P, Ptacek/Sedro, to recommend approval of a zoning text amendment for Section 300.07 4.b.2, to allow Home Occupations in the RR Zoning District.

Commissioner Ptacek said the matter was simple housekeeping.

VOTE: 9:0.

COMMISSIONER SESSING RETURNED TO THE TABLE.

PUBLIC HEARING: CIP 2005-2009 AMENDMENT

The Planner introduced the City's application to amend the CIP 2005-09. He advised that an amendment to the CIP is an amendment to the Comprehensive Plan. He said the section proposed for is the street construction/reconstruction section is the Infrastructure Reserve Fund. He reported that the City Engineer has sampled the Hilltop sub grade, and has determined it was not as bad as presumed. Instead of total reconstruction of Hilltop the City Engineer now recommends a less costly mill and resurface project. The Planner said that finding will free some street funds in 2006 to undertake deferred overlay projects in 2006

Commissioner Fliflet said it appears the cost has gone up for those overlays about \$18,000.

The Planner said that cost has gone up

THE CHAIRMAN OPENED THE PUBLIC HEARING AT 9:16 P.M.

NO SPEAKER CAME FORWARD, AND THE CHAIRMAN CLOSED THE PUBLIC HEARING AT 9:17 P.M.

M/S/P, Ptacek/Sessing, to recommend approval of an amendment to the Capital Improvement Program 2005-09, Infrastructure Reserve Fund to add 2007 street overlays to the 2006 program, and amend the Hilltop project from reconstruction to overlay. VOTE: 9:0.

PUBLIC HEARING: Variance – Visible Roofing Materials – Village North Office Park

The Planner reminded the Commission of the application by Mike Lynskey for a site plan and minor subdivision for an office building. The Planning Commission had previously recommended denial. He advised the Commission that the applicant has waived the 60 day review period, and has requested going forward with the variance to allow asphalt roofing.

Commissioner Deziel said the proposed roofing materials are a reasonable use of the property.

Tracy Gallowitz

She said the partnership is excited to have an office building in the Old Village. They tailored their architecture after the bank and the Carriage Station dental office. She said it looks professional, and it may eventually become part of a PUD application. She said that asphalt shingles will tie in with what is already in the city. She said all the commercial buildings in the area have asphalt shingle except for Leslie's. She said the metal seam roof will not look like what they are trying to achieve. She requested the commission reconsider the entire application package together with the roofing variance.,

Mike Diem, Architectural Network

Mr. Diem said Arch Net has their office in the Carriage Station Professional Park. He said they listened carefully to what Lake Elmo wants. They designed all four of those buildings in Carriage Station.; He displayed a photo of one of those office buildings. He said the Carriage Station buildings were designed with asphalt shingle before the code was changed. They could do it with standing seam but it would be a challenge, and asphalt shingle will be a smoother transition with the residential community planned north of the site. He said that a low slope roof with complex hips and valleys lend itself to asphalt shingles.

Tim Freeman, Land Surveyor and Planner, FFE

Mr. Freeman reminded the commission that the last time this application was before them, the motion for denial of the subdivision was because of the variance. He said that the variance is part of the site plan. The applicant will build a septic system. He asked that the commission approve the minor subdivision and site plan/variance so the applicant can move forward with the project.

THE CHAIRMAN OPENED THE PUBLIC HEARING AT 9:33 P.M.

NO SPEAKER CAME FORWARD, AND THE CHAIRMAN CLOSED THE PUBLIC HEARING AT 9:34 P.M.

Commissioner Sedro suggested looking at visible roofing materials standards in these zones on a future agenda after the comp plan work.

Commissioner Ptacek said the key to the issue is roofing materials and the essential character of a neighborhood. The Council previously approved PUDs on Highway 5 and Carriage Station. While a precedent is established, we don't want to let down our guard for the southern gateway to the City either. There are some very specific materials required in Eagle Point Business Park because of that gateway, which he said he considers less important here.

Commissioner Deziel said the variance requested is more in line of character of the neighborhood. All asphalt roofs there except for one, which is a major aspect of the neighborhood.

Commissioner Sedro said if there is no need to allow asphalt shingles and there is no hardship. She would vote against it until we change the code.

M/S/F, Deziel/Helwig, to recommend approval of a variance to allow high grade architectural asphalt shingles rather than other materials allowed by code on a roof in Village North Office Park based upon the Findings that this is a reasonable use, it is not the cause of the property owner, and it will not change the character of the neighborhood but actually be more in compliance with it.

Commissioner Deziel said the main problem is our own code. This is third time we have come upon one of these, and he has heard no good logical reason yet to disallow asphalt shingles.

Commissioner Roth said this situation puts the Commission in a difficult position to follow interpretation of the rules and code. He suggested staff bring visible roofing materials to the table sooner than before the Comprehensive Plan work is completed rather than later.

Chairman Helwig agreed.

VOTE: 4:5, Roth, Sessing, Sedro, Schneider, Armstrong.

Commissioner Deziel asked for a date to review visible roofing materials. He would like staff to bring it to Public Hearing on April 11, 2005.

Chairman Helwig agreed there have been too many variances.

Tim Freeman

Mr. Freeman said the Minor Subdivision is a separate issue. Planning Commission could make a conditional approval so project can move forward for funding.

M/S/P, Armstrong/Roth, to recommend approval of a Minor Subdivision and Site Plan for the Lake Elmo Business Park with the conditions that the applicant installs a septic system and subject to only permitted roofing materials. Vote: 9:0.

Minor Subdivision: 9057 Lake Jane Trail - Olinger

The Planner explained that this request for a minor subdivision follows a rezoning and comprehensive plan amendment from 2004. The applicant proposes to divide a parcel for their daughter and a second parcel for a neighbor to have water access. In the event the neighbor does not purchase that parcel, it will be reserved for recreational use for the future development on the larger parent parcel, and covenants will be drafted to prevent the parcel from ever becoming buildable.

Commissioner Sedro noted that in the staff report a typo indicates a no-build covenant for Parcel C not B.

Tim Freeman

He said the minor subdivision is consistent with what was presented in 2004. He said the application meets code and DNR requirements in every respect.

M/S/P, Ptacek/Sessing, to recommend approval of a minor subdivision of property at 9057 Lake Jane Trail subject to the condition that the city attorney approve covenant language on the title of Parcel C prohibiting the construction of a structure on that lot. VOTE: 9:0.

City Council Update

The Planner updated the commission about the previous Council meeting.

Comprehensive Plan Modifications Policy

The Planner distributed copies of his latest edits and drafts and a table for staging to the commission. The Planner announced that he has changed the Public Hearing date to April 4.

The Planner said staging is important in an urbanizing situation with introduction of sewer, since the City must provide staffing, infrastructure, and services. Most communities that have urbanization in the future have a staging plan.

The Planner explained the tables for staging options.

- Scenario No. 1 heavily back loads the growth at the minimum pace prescribed by the MOU.
- Scenario No. 2 also backloads, but to a lesser degree than #1
- Scenario No. 3 attempts to distribute the growth relatively evenly over the 30 year period.
- Scenario No. 4 front loads to accommodate the fiscal aspects of City infrastructure costs – particularly water.

The Planner said staging can be done by building permits per year, an infrastructure control ordinance, limiting lots platted or permits issued to slow installation of infrastructure.

Administrator Rafferty said the number of units south and north of 10th Street is dividing the allocation annually as well. We have serious concerns making sure we are not in financial jeopardy. He said that needs to be considered for a front load scenario.

Administrator Rafferty said the entire water system south and north must be constructed from water connection fees and revenues in the enterprise fund, or the General Fund becomes obligated. He said if we want development in the Old Village and to make it a commercial center, it gets harder if not

recognized as a center early on.

The Planner said he hoped to present some very detailed Land Use Mapping, but we just don't have the time to do it. He said the rush is to get something in to Met Council that meets desires, if not the detail we prefer at this time.

Commissioner Lyzenga asked for a recap on funding options for municipal services. She would like a review of bonding, tax levies, etc., because we are getting to the point of conflicting fiscal and philosophical paths, and she needs the education on how City can pay for these things.

Administrator Rafferty said the City must build, balance, and pay for a system without burdening the taxpayers.

Commissioner Roth asked if the land use mapping can have enough detail so existing residents can understand the plan over twenty-five years and broader strokes where there are no existing residents yet. He said he would like to see some level of detail around public services as well. Water, sewer, police, fire, parks, etc.

The Planner said that after Land Use comes System Plans. TKDA will do a good deal of that for the City, but can not proceed without knowing the future land use assumptions..

Commissioner Deziel asked if graduated density bands will be in the mapping.

Commissioner Schneider said we should not front load development . He asked how long before we get paid back for water put in today.

The Planner said it takes one year to build a tower; and water elevation and a well house and water lines are required before development can proceed.

Mayor Johnston said the commission should think about senior housing to include in the plan. That requires a fair bit of development frontloading. With a care facility with comprehensive care, you cannot give it 10 units per month. We cannot build a quality senior facility if it is completely back loaded.

Commissioner Fliflet said that no matter what staging we decide, even back loading does not preclude for a senior facility to be built much earlier.

The Planner said it is also not right to make someone wait for 1,000 units.

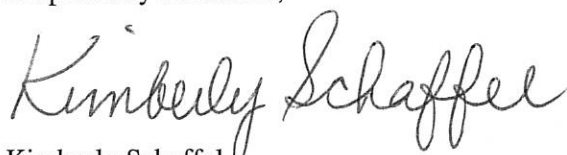
Commissioner Lyzenga asked if we would be throwing a party where nobody comes by frontloading the development pace.

The Planner said developers are here now.

Commissioner Ptacek asked for input from the table of numbers from the City Council.

Adjourn at 10:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kimberly Schaffel".

Kimberly Schaffel
Recording Secretary