

# **Maple Grove City Council Meeting**

## **Meeting Minutes**

**March 1, 2021**

### **Call to Order**

Pursuant to call and notice thereof, a Regular Meeting of the Maple Grove City Council was held at 7:30 p.m. on March 1, 2021 at the Maple Grove Government Center/Public Safety Facility, Hennepin County, Minnesota and online via WebEx. Members present were Mayor Mark Steffenson and Councilmembers Judy Hanson, Karen Jaeger, Phil Leith, and Kristy Barnett. Absent was none. Present also were Heidi Nelson, City Administrator; Joe Hogeboom, Community and Economic Development Director; Peter Vickerman, Planning Manager; Jesse Corrow, Associate Planner; Ken Ashfeld, Public Works Director/City Engineer; Eric Werner, Police Chief; Tim Bush, Fire Chief; and Justin Templin, City Attorney.

Mayor Steffenson called the meeting to order at 7:30 p.m. and led the city in the Pledge of Allegiance.

### **Additions or Deletions to the Agenda**

Mayor Steffenson asked if there were any additions and/or deletions to the Consent Agenda to which Heidi Nelson stated the following:

#### **Item Amended to the Agenda**

None

#### **Item Amended to the Consent Agenda**

None

#### **Item Added to the Agenda**

None

#### **Item Removed from the Consent Agenda for Discussion**

3E. Appointment to the Planning Commission

3M. Appoint Lake Quality Commission Candidates

## **Consent Items**

The following Consent Items were presented for Council's approval:

### **MINUTES**

- A. Work Session – February 16, 2021
- B. Regular Meeting – February 16, 2021
- C. Work Session – February 23, 2021

### **PERSONNEL ITEMS**

No Items to Present.

### **COMMUNITY & ECONOMIC DEVELOPMENT ITEMS**

#### **D. Appointment to Arbor Committee**

Motion to approve the appointment of Mike Aasen to the Arbor Committee for a term to expire December 31, 2023.

#### **E. Appointment to the Planning Commission**

This item was removed by Councilmember Jaeger for discussion.

#### **F. Tricare 4th Addition Final Plat**

Motion to direct the City Attorney to draft a Resolution approving the final plat of Tricare 4th Addition subject to:

1. The applicant addressing to the satisfaction of the city any remaining applicable comments contained in the memorandums from:
  - a. The Community & Economic Development Department dated February 22, 2021
  - b. The Water Resources Engineer dated February 17, 2021
  - c. The Fire Department dated February 22, 2021

The applicant shall acknowledge that Park Dedication requirements are based on staff review and recommendation to

the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.

G. Evanswood PUD Concept Stage Plan

Motion to remove this item from the table.

Motion to table the Evanswood Concept Plan PUD so that the applicant can address concerns raised by the City Council.

The applicant shall acknowledge that Park Dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.

**ENGINEERING ITEMS**

H. Elm Road Area Phase II Everest Lane Streambank Stabilization City Project No. 20-08 Advertisement for Bids - Resolution No. 21-030

Motion to adopt Resolution No. 21-030 approving plans and specifications and authorizing the advertisement for bids for the Elm Road Area Phase II Everest Lane Streambank Stabilization, City Project No. 20-08.

I. Final Acceptance Project No. 2020-12

Motion to approve the final acceptance of the Government Center Restroom Counter and Sink Replacement Project No. 20-12 to Soltau Construction Services, subject to the warranty provisions of the contract and statutory law.

J. Fernbrook Lane & Territorial Road Parking Restrictions - Resolution No. 21-020

Motion to adopt Resolution No. 21-020 establishing no parking zones on both sides of Fernbrook Lane from County Road 81 to 325 feet north of Territorial Road, and on both sides of Territorial Road from 450 feet west of Fernbrook Lane to 250 feet east of Fernbrook Lane.

K. Avery Park Street & Utility Project No. 21-06 - Resolution No. 21-026

Motion to adopt Resolution No. 21-026 receiving feasibility report for Avery Park Street and Utility Project No. 21-06 and ordering public hearing.

L. 2021 Street Recon. Program - Resolution Nos. 21-027, 21-028 and 21-029

Motion to adopt Resolution No. 21-027 establishing Appaloosa Woods Area Street Reconstruction Project No. 21-01, ordering feasibility report, receiving feasibility report, establishing hearing, declaring costs to be assessed, ordering preparation of assessment roll and ordering special assessment hearing.

Motion to adopt Resolution No. 21-028 establishing Energy Hills, Woodland Ponds, and Wintergreen Area Street Reconstruction Project No. 21-02, ordering feasibility report, receiving feasibility report, establishing hearing, declaring costs to be assessed, ordering preparation of assessment roll and ordering special assessment hearing.

Motion to adopt Resolution No. 21-029 establishing Buena Vista Terrace, Eagle Lake Trails and Huntington Farms Area Street Reconstruction Project No. 21-03, ordering feasibility report, receiving feasibility report, establishing hearing, declaring costs to be assessed, ordering preparation of assessment roll and ordering special assessment hearing.

M. Appoint Lake Quality Commission Candidates

This item was removed by Councilmember Jaeger for discussion.

N. MNDOT Cooperative Landscaping Agreement - Resolution No. 21-025

Motion to adopt Resolution No. 21-025 directing city staff to negotiate Landscaping Agreement with the Minnesota Department of Transportation regarding T.H. 94 and Maple Grove Parkway.

O. City Code Amendment to Section 14-161 Regarding

Tagging Chemically Treated Trees - Ordinance No. 21-05

Motion to adopt Ordinance No. 21-05 amending Maple Grove City Code Section 14-161 regarding tagging chemically treated trees.

Motion to adopt Ordinance Summary No. 21-05 for purpose of reducing publication costs.

P. 2021 Trunk Sanitary CIPP Project No. 21-05 - Resolution No. 21-031

Motion to adopt Resolution 21-031 accepting the bid for 2021 Trunk Sanitary CIPP Project No. 21-05 and awarding to Insituform Technologies USA, LLC at a contract amount of \$2,013,123.10.

Q. Sureties

Motion to approve the surety actions as identified on the Council Action Form.

**ADMINISTRATIVE ITEMS**

R. Amendment to Maple Grove City Code Chapter 26, Article II Regarding Organic Recyclables - Ordinance No. 21-03

Motion to approve Ordinance No. 21-03 amending Maple Grove City Code Chapter 26, Article II regarding organic recyclables and authorizing publication of the Ordinance Summary.

S. Premises Permit Application for a Pull Tab (Paper and Electronic) and Bingo Operation at Riviera Maya Cantina & Restaurant - Resolution No. 21-032

Motion to adopt Resolution No. 21-032 approving a Premises Permit Application for Maple Grove Lions Club to conduct a pull tab (paper and electronic) and bingo operation at Riviera Maya Cantina & Restaurant, 7904 Main Street, Maple Grove, Minnesota 55369.

**CLAIMS**

T. Motion to approve the claims as listed:

City Checks: \$1,457,004.85

Purchasing Card: \$0

Electronic Payments: \$15,068.00

**Motion by Councilmember Leith, seconded by Councilmember Barnett, to approve the Consent Items as amended, removing item 3E (Appointment to the Planning Commission) and 3M (Appoint Lake Quality Commission Candidates). Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Consideration  
of Items  
Pulled from  
the Agenda**

The following items were pulled from the Consent Agenda.

Regarding Item 3E (Appointment to the Planning Commission), Councilmember Jaeger welcomed Michael Ostaffe to the Planning Commission.

**Motion by Councilmember Jaeger, seconded by Councilmember Leith, to approve appointment of Michael Ostaffe to the Planning Commission for a term to expire December 31, 2022. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

Regarding Item 3M (Appoint Lake Quality Commission Candidates), Councilmember Jaeger welcomed Guarav Uppal and Joe Ruegsegger to the Lake Quality Commission.

**Motion by Councilmember Jaeger, seconded by Councilmember Hanson, to appoint Guarav Uppal and Joe Ruegsegger to the Lake Quality Commission as at-large members. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Special  
Business**

**Open Forum**

There were no open forum issues brought before the Council at this meeting.

**Hennepin  
County  
Commissioner  
Kevin  
Anderson  
Presentation**

County Commissioner Kevin Anderson thanked the Council for their time. He explained he was recently elected as the County Commissioner for District 7. He stated he looks forward to partnering with the City Council on projects that were of mutual interest to both Hennepin County and the City of Maple Grove.

Mayor Steffenson thanked County Commissioner Anderson for his assistance on the gun range and TH610.

**Retirement  
Recognition of  
Officer Tim  
Erickson**

Police Chief Werner recognized Officer Tim Erickson and thanked him for his 22 years of dedicated service to the Maple Grove Police Department. He discussed the ways in which Officer Erickson has served the community and noted he was a truly compassionate professional. He thanked Officer Erickson for his dedication to the Maple Grove Police Department and wished him all the best in his retirement.

Councilmember Leith thanked Officer Erickson for his 22 years of service to the city and wished him a long and happy retirement.

Mayor Steffenson thanked Officer Erickson for his dedicated service to the city and wished him all the best in his retirement.

**Update on  
COVID-19  
Response**

Fire Chief/Emergency Management Director Bush provided the Council with an update on the city's response to COVID-19. He stated Minnesota and the rest of the United States is seeing an increase in the availability of the COVID-19 vaccines after the disruptions in supply chain due to the storms in the south. He reported Johnson & Johnson also received approval of their vaccine. He noted 3.9 million doses of the Johnson & Johnson vaccine are slated for immediate shipment to vaccine distribution centers as early as March 2, 2021, with 20 million additional doses available by the end of March. He reviewed the number of confirmed COVID cases in Maple Grove and Hennepin County noting there has been a decrease in the number of new cases. He reported Minnesota has done a very good job delivering the Moderna and Pfizer vaccines with over 1,000,000 residents receiving one dose of the vaccine. He indicated the Johnson & Johnson vaccine was a single dose vaccine which would help accelerate the number of individuals that were fully vaccinated in the coming months. He explained as of late February, nearly 15% of the United States population has received one or more vaccines. He discussed how the State

of Minnesota Department of Health would distribute vaccines over the next six months. The hope was to reach herd immunity by mid-summer which was the path back to normal.

## **Maple Tavern**

### **City Code Violations of Liquor License**

City Administrator Nelson reported at the January 19, 2021 City Council meeting the Council discussed an incident report that occurred at the Maple Tavern on November 21, 2020. She explained the Council expressed concern regarding a number of violations of City Code that were mentioned in the incident report which included over service, disorderly conduct and the violation of the required closing time. At the time of the meeting, the City Council requested further information and for this item to be brought back for further consideration regarding potential civil penalty options. She explained the Council could impose a penalty of suspension or revocation of the liquor license along with a civil penalty of up to \$2,000. She reported notice was given to the Maple Tavern of a hearing regarding the alleged violations of City Code.

Mayor Steffenson questioned how the Council should proceed. City Attorney Templin recommended the representatives from the Maple Tavern be allowed to speak to the Council prior to the Council taking action on this matter.

Mandy Hannu, Maple Tavern representative, explained she was not able to attend the last Council meeting. She discussed the violations that occurred noting she did not sell alcohol past 12:50 on the night in question. She indicated she was not outside and did not see people stumbling around in the parking lot as was stated. She commented she did stay open past the governor's orders which was a bad decision. She reported Maple Tavern was a family owned establishment and after the second shut down she made a decision to stay open later that night. She noted all bartenders attend the alcohol compliance training offered by the City of Maple Grove. She believed the bartenders were good about cutting people off when necessary. She apologized for the incident noting she was the manager on duty that night. She explained she did not allow managers to drink while on duty.

Brandon Besch, Maple Tavern representative, introduced himself to the Council. He stated he worked that night but was in the kitchen until about 10:30 p.m.



Mayor Steffenson asked if Ms. Hannu spoke to the police that night or if any of her staff members spoke to the police. Ms. Hannu stated she did not speak to any officers that night because she was inside trying to get the bar closed.

Councilmember Hanson questioned if Ms. Hannu's husband was a manager at the Maple Tavern and if he was working that night. Ms. Hannu reported her husband was a manager and noted he was not working that night. She commented her husband mostly worked during the day as the manager for Maple Tavern.

Councilmember Leith commented on the letter that was sent to Chad Hannu on December 11, 2020 where staff outlined the violations that occurred along with noting the required closing time. He requested further information regarding this matter. City Attorney Templin explained his letter echoed the information that was included in the police report. He noted the police call came in at 1:10 a.m. and the police was speaking to people onsite at 1:35 a.m. and the officers observed business being transacted. The rule is nothing can be served within one-half hour of closing time and people need to exit the premises. He reported Maple Tavern did not have a 2 a.m. license at the time. He commented the police officers made the Maple Tavern aware of the governor's closing time order, noting the department was advising and redirecting businesses on this matter. He indicated with a 1 a.m. license, the Maple Tavern should have been done serving at 12:30 a.m. with all individuals out of the bar by 1 a.m. He reiterated that the call did not come in until after 1 a.m. He stated for the record the Maple Tavern did now have a 2 a.m. license in place.

Councilmember Hanson asked if the lack of a 2 a.m. license was one of the violations that occurred on that night. City Attorney Templin reported this was the case due to the fact that people were still present after 1 a.m.

Councilmember Jaeger questioned what the other violations were. City Attorney Templin stated this would be over service, disorderly conduct, and having customers still present on the premises after 1 a.m. without the proper 2 a.m. license.

Councilmember Barnett asked if the violations should be treated separately or as one. City Attorney Templin recommended the

violations be treated as a single violation because the officer made the observations on one call.

Councilmember Barnett inquired if there was a range when it comes to the significance of the penalty. City Attorney Templin stated the City Council has discretion when it comes to the penalty. He reported the City Code states the city shall impose for first violation two consecutive days and up to a \$2,000 fine.

Mayor Steffenson questioned if the Maple Tavern has had any other violations in the last two years. City Attorney Templin commented there were none he was aware of.

**Motion by Councilmember Jaeger, seconded by Councilmember Hanson, to direct staff to invoke a two day suspension and \$2,000 fine for the City Code Liquor License Violations at Maple Tavern.**

Councilmember Barnett stated she did not support this penalty because she believed the violation was far more significant. She reported the over service bothered her a lot.

Mayor Steffenson reported the \$2,000 fine was the maximum penalty the city could impose. He stated he was torn on this issue. He was of the opinion there were some serious issues occurring at Maple Tavern. He indicated if the Maple Tavern were to come before the City Council again in the near future there would be serious repercussions.

Councilmember Jaeger stated she was recommending the strongest penalty at this time and if Maple Tavern were to come back before the Council with another violation, further action would be taken.

Councilmember Barnett commented the Council could suspend their license for more than two days.

Ms. Hannu explained she tries to run a really good business and has really struggled over the past year due to COVID-19. She reported she has had discussions with all of her employees regarding over service. She apologized again to the City Council for the event that occurred.

Councilmember Leith understood some of these charges were serious but he agreed the Council was recommending the

strictest penalty at this time. He commented this was a warning for the future and if another call were to occur, the Council could take further action against the Maple Tavern.

Mayor Steffenson indicated he would consider revoking Maple Tavern's license if another violation were to occur.

**Upon call of the motion by Mayor Steffenson, there were four ayes and one nay (Councilmember Barnett opposed). Motion carried.**

## **Community Development Items**

### **Avery Park PUD Residential Development Stage Plan, Rezoning and Final Plat**

Planning Manager Vickerman stated the applicant is requesting PUD development stage plan and rezoning approval for 82 attached townhomes and 42 detached single-family homes. This project received concept approval in 2020 for 77 townhomes and 42 single family homes. They were able to add an additional townhome unit onto five of the buildings on the east side of the site. The plan is almost identical to the approved concept plan with the single family detached homes on the west side of the site and the townhomes on the east side of the site. They are now including a small dog park near one of the storm ponds. Staff discussed the plans in further detail and reported the Planning Commission recommended approval of the request.

Councilmember Leith asked where the five additional townhomes were located. Planning Manager Vickerman reviewed the location of the five new townhomes on the site plan.

Councilmember Jaeger requested further information regarding the comments received from the watershed district. Planning Manager Vickerman stated in order for any grading to occur on site, the plans would have to be approved by the City of Maple Grove in conjunction with the West Mississippi Watershed District.

Councilmember Jaeger reported this project has not come before the watershed district yet. Planning Manager Vickerman indicated some demolition would have to occur on site prior to any grading occurring.

Councilmember Jaeger questioned who would own the stormwater ponds. Planning Manager Vickerman reported sometimes the ponds were owned by the city and sometimes they were owned by the development or HOA.

Councilmember Jaeger commented she did not support the right-in, right-out. Planning Manager Vickerman explained leaving the neighborhood from the south would allow traffic to take a left onto Jefferson Highway.

Councilmember Jaeger inquired if the neighbors were supportive of the final plans. Planning Manager Vickerman reported the neighbors had brought about concerns during the concept stage phase and the neighbors appreciated the fact there would be no connection to Nathan Lane.

Councilmember Leith asked if the city would be addressing the location and placement of construction traffic. Planning Manager Vickerman stated staff had discussed this concern with the applicant and all construction traffic would be coming off of Jefferson Highway.

Nathan Fair, Avery Park LLC, thanked the Council for their consideration and stated the Maple Grove staff has been tremendous to work with on this project.

**Motion by Councilmember Leith, seconded by Councilmember Hanson, to approve directing the City Attorney to draft a Planned Unit Development Agreement and a Resolution approving the Avery Park Residential PUD development stage plan and final plat subject to:**

- 1. The applicant addressing to the satisfaction of the City any remaining applicable comments contained in the memorandums from:**
  - a. The Community & Economic Development Department dated February 17, 2021**
  - b. The Water Resources Engineer dated February 9, 2021**
  - c. The Parks & Recreation Department dated January 26, 2021.**

**Upon call of the motion by Mayor Steffenson, there were**

five ayes and no nays. Motion carried.

**Motion by Councilmember Jaeger, seconded by Councilmember Hanson, to approve directing the City Attorney to draft an Ordinance rezoning property from R-A, Single Family Agricultural to R2 PUD Single Family Residential (Planned Unit Development) and R4 PUD, Medium Density Residential District (Planned Unit Development), subject to the approval of the final plat.**

**The applicant shall acknowledge that Park Dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent Board Action. Board meetings are held on the third Thursday of each month.**

**Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Edgewater on  
Cook Lake  
PUD  
Residential  
Development  
Stage Plan  
and Final Plat**

Planning Manager Vickerman stated the applicant is requesting Planned Unit Development (PUD), development stage plan and final plat approval for a 58-lot single-family rental home development. The property received PUD concept stage plan approval on September 8, 2020 and this plan conforms to the approved concept plan. Staff discussed the plans in further detail and reported the Planning Commission recommended approval of the request.

Mayor Steffenson asked if Maple Grove's 73<sup>rd</sup> aligns with Corcoran's 73<sup>rd</sup>. Planning Manager Vickerman reported this was the case.

Steph Griffin, Excelsior Group representative, thanked staff for the thorough report and stated she appreciated the Council's consideration.

**Motion by Councilmember Leith, seconded by Councilmember Hanson, to approve directing the City Attorney to draft a Planned Unit Development Agreement and a Resolution approving the Edgewater on Cook Lake PUD development stage plan and final plat, subject to:**

- 1. The applicant addressing to the satisfaction of the City any remaining applicable comments contained**

**in the memorandums from:**

- a. The Community & Economic Development Department dated February 3, 2021**
- b. The Water Resources Engineer dated January 25, 2021**
- c. The Parks & Recreation Department, dated February 4, 2021**

**The applicant shall acknowledge that Park Dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent Board Action. Board meetings are held on the third Thursday of each month.**

**Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**6248 Eagle  
Lake Drive  
Variance**

Associate Planner Corrow stated the applicant is requesting a 2.1-foot variance to the standard 25-foot front yard setback for the purpose of constructing a 2-story addition to their home located at 6248 Eagle Lake Drive. The proposed addition would measure 22 feet wide would extend 12 feet off the front of the home, replacing the location of an existing deck. The lot was platted in 1920 and does not meet the current dimensional requirements of a residential lot. The total lot area of this property is 5,243 S.F., making it one of the smaller lots in the neighborhood. The property slopes significantly towards the front yard and while the front of the home faces Eagle Lake Drive, the property is accessed by a shared alleyway at the rear of the property. Staff discussed the plans in further detail and reported the Planning Commission recommended approval of the request.

Councilmember Jaeger understood this house was back far enough from the OHWL. Associate Planner Corrow reported this was the case. He commented further on the grade of this lot noting it was set up quite high.

Councilmember Leith indicated he drove by this lot and he understood the 12-foot deck would be removed and the addition would be put in this location. Associate Planner Corrow stated this was the plan for this property.

John Mason, 6248 Eagle Lake Drive, thanked the Planning Commission, Mr. Corrow and the City Council for considering his variance request. He explained he has lived in his home since 2007 and since this time they have added two new family members. He indicated the proposed home addition would help create more space for his growing family.

Councilmember Jaeger noted several years ago the City Council approved a variance to the front of a house in this neighborhood.

**Motion by Councilmember Jaeger, seconded by Councilmember Leith, to approve directing the City Attorney to draft a Resolution approving the 6248 Eagle Lake Drive variance, subject to:**

- 1. The applicant addressing to the satisfaction of the City any remaining applicable comments contained in the memorandum from:**
  - a. The Water Resources Engineer dated January 28, 2021**

**The applicant shall acknowledge that Park Dedication requirements are based on staff review and recommendation to the Park and Recreation Board and their subsequent board action. Board meetings are held on the third Thursday of each month.**

Councilmember Hanson stated for the record that this property meets all of the conditions for a variance.

**Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

**Report On  
Upcoming  
Community  
and Economic  
Development  
Items**

Community and Economic Development Director Hogeboom updated the Council regarding the following:

- The Planning Commission would meet next on Monday, March 8, 2021 at 7 p.m. and would discuss the Boston Scientific Building 4 along with modifications to the Reserve at Arbor Lakes Apartments.
- The city would be holding a community forum on race book

club event on Tuesday, March 2, 2021.

- The I-94 West Chamber of Commerce would be holding a virtual State of the City event on Thursday, March 11, 2021 at 8 a.m.
- The city received 80 applications for the SAVE grant program. He noted a lottery would be used to select applicant. The Council directed staff to bring the SAVE grant program back to the Council for further consideration of additional funding.
- It was noted March was National Fair Housing Month. The city's high-quality scattered site housing was discussed further with the Council.

**Report on  
Upcoming  
Engineering  
Items**

Director of Public Works/City Engineer Ashfeld updated the Council regarding the following:

- Staff updated the Council on the sanitary sewer lining project.
- The city would be holding a Street Maintenance hearing on April 5, 2021.
- Staff updated the Council on the process that would have to be followed in order to create a quiet zone with the Burlington Northern Santa Fe railroad.

**Heidi Nelson,  
City  
Administrator**

Ms. Nelson explained that the Council has her Monday report if there are any questions. She indicated the local State of the City had been done in a video format this year and was available on CCX. She stated tax statements were being mailed out. She reported the Board of Appeal meetings were scheduled for April 8, 2021 and April 22, 2021.

**Items Added  
to the Agenda**

Councilmember Jaeger encouraged residents to read through the most recent edition of the city newsletter.

Councilmember Jaeger reported Maple Grove was offering free round trip bus rides to residents that are getting their COVID-19 vaccine. She stated residents would have to call to make a reservation to receive this free bus ride.

Councilmember Jaeger explained the farmer's market would be held again on Sunday, March 21, 2021 from 11:00 a.m. to 2:30



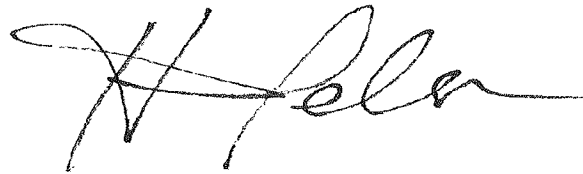
p.m.

## **Adjournment**

**Motion by Councilmember Jaeger, seconded by Councilmember Hanson, to adjourn to the regular City Council meeting on March 15, 2021 at 7:30 p.m. Upon call of the motion by Mayor Steffenson, there were five ayes and no nays. Motion carried.**

The meeting was adjourned at 8:46 p.m. by Mayor Steffenson.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Heidi Nelson". The signature is fluid and cursive, with a large initial "H" and a long horizontal stroke at the end.

Heidi Nelson  
City Administrator