



CITY COUNCIL WORK SESSION AGENDA

MONDAY, JULY 06, 2026

SPRING LAKE PARK CITY HALL, 1301 81ST AVE NE at 5:30 PM

- 1. CALL TO ORDER**
- 2. DISCUSSION ITEMS**
 - A. Statement of Values Complaint Review – Councilmember Dircks (*Nelson*)
 - B. Temporary Reduction in Code Enforcement Director Work Schedule (*Buchholtz/Baker*)
 - C. Communication Workshop Discussion (*Buchholtz*)
 - D. Terrace Park Building Update (*Buchholtz*)
- 3. REPORT**
 - A. City Council and Staff Reports
- 4. ADJOURN**

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.

One or more City Councilmembers may participate in this meeting remotely using interactive technology, in compliance with the Minnesota Open Meeting Law (M.S. §13D.02).

City of Spring Lake Park Staff Report



Agenda Date	Status
July 6, 2026	Work Session
Requestor	Agenda Section
Nelson	Discussion
Agenda Item:	
Statement of Values Complaint – Councilmember Dircks	
Executive Summary	
<p>The City received a Statement of Values complaint from Mayor Nelson regarding a statement allegedly made by Councilmember Dircks to resident Perry Korzenowski. The statement attributed to Councilmember Dircks was that Mayor Nelson had threatened to shoot Councilmember Wendling. Mayor Nelson denied making any such threat, and Councilmember Wendling also denied that such a threat was made. The complaint alleges that Councilmember Dircks’ statement violated the City’s Statement of Values, specifically the values related to ethics, professionalism, effective communication, and forward-thinking conduct.</p> <p>Councilmember Dircks has acknowledged that she made the statement. In her written response, she stated that she heard the information from someone else and did not question its accuracy based on her past experiences and observations of Mayor Nelson’s conduct. She further acknowledged that the statement violated the Statement of Values and apologized to the entire Council, stating that she will work to choose her words more carefully in the future.</p>	
Background	
<p>On May 24, 2026, the City received a signed and notarized letter from resident Perry Korzenowski regarding a conversation he had with Councilmember Dircks while he was delivering mail on 83rd Avenue. According to Mr. Korzenowski, Councilmember Dircks discussed local politics, recent votes, and matters involving Mayor Nelson. Mr. Korzenowski stated that Councilmember Dircks told him that Councilmember Wendling would never vote against Mayor Nelson because Mayor Nelson had threatened to shoot him.</p> <p>Mayor Nelson subsequently submitted a formal complaint under the City’s Statement of Values Policy. In his complaint, Mayor Nelson stated that the allegation was false, that he</p>	

had never threatened to shoot Councilmember Wendling or anyone else, and that Councilmember Wendling denied that any such threat had been made. Mayor Nelson stated that accusing another elected official of making a violent threat is a serious matter and that, if the statement was made knowingly or without knowing whether it was true, it fell short of the standards established by the Statement of Values.

Consistent with the policy, the City Administrator conducted an initial review to determine whether the complaint has sufficient merit to proceed. As part of this review, Councilmember Dircks was asked to respond to the complaint. In her response, Councilmember Dircks acknowledged making the statement. She indicated that she was discussing local politics and recent votes on her property, that she heard the information from someone else, and that she did not question the veracity of the statement based on her concerns about Mayor Nelson's past conduct. Councilmember Dircks did not dispute Mr. Korzenowski's account that she made the statement.

The Statement of Values provides for informal resolution process. Councilmember Dircks does not dispute making the statement and that her statement fell short of the conduct called for in the Statement of Values. In her written response, she apologized to the City Council.

Board/Commission Review

N/A

Financial Impact

There is no direct financial impact associated with this item. Additional costs could be incurred if the Council directs further investigation, outside legal review, mediation, or facilitated training.

Staff Recommendation

Staff recommends that the City Council accept Councilmember Dircks' apology and close the matter with no further formal action. This approach is consistent with the City Council's resolution of the prior Statement of Values complaint involving Mayor Nelson, where the Council chose to focus on corrective communication practices rather than formal discipline.

Attachments

1. Statement of Values Complaint from Mayor Nelson
2. Letter from Perry Korzenowski
3. Written Response from Councilmember Dircks



June 11, 2026

Daniel Buchholtz
City Administrator
City of Spring Lake Park
1301 81st Ave NE
Spring Lake Park, MN 55432

Dear Dan:

I am submitting this complaint under the City's Statement of Values Policy regarding statements that Councilmember Lisa Dircks allegedly made to a Spring Lake Park resident.

On May 24, 2026, the City received a signed and notarized letter from resident Perry Korzenowski. In his letter, Mr. Korzenowski states that Councilmember Dircks told him that Councilmember Ken Wendling would never vote against me because I had threatened to shoot him.

I was extremely concerned when I learned about this statement because it is completely false. I have never threatened to shoot Councilmember Wendling or anyone else. According to Mr. Korzenowski's letter, Councilmember Wendling also denied that any such threat was ever made.

I understand that Council Members will disagree from time to time. That's part of the job. However, accusing another elected official of making a violent threat is a serious matter. If Councilmember Dircks made this statement knowing it was false, or without knowing whether it was true, I believe that conduct falls short of the standards we have adopted in our Statement of Values.

Specifically, I believe this conduct may violate the following values:

- Value 3 – I Am Ethical. Our policy states that elected officials should be truthful, trustworthy, and act with integrity.
- Value 4 – I Am Professional. Our policy states that elected officials should treat one another with respect and help maintain a respectful working environment.
- Value 7 – I Communicate Effectively. Our policy states that elected officials should be respectful in disagreements and contribute constructively to discussions.
- Value 9 – I Am Forward Thinking. Our policy states that elected officials should consider the long-term consequences of their words and actions.

Making a false accusation that another elected official threatened violence damages trust between council members and damages the public's trust in city government.

I am requesting that this matter be reviewed under the procedures established in the City's Statement of Values Policy and that the allegations be investigated to determine the facts.

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink that reads "Robert Nelson". The signature is written in a cursive style with a large, prominent initial "R".

Robert Nelson
Mayor

Enclosure

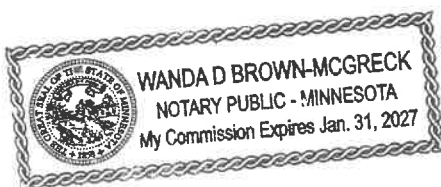
05/24/2026

Dan Buchholtz
City Administrator
1301 - 81st. Ave. NE
Spring Lake Park, Mn. 55432,

I am a letter carrier for the United States Post Office and my delivery route is in Spring lake Park. During the last week of April this year as I was delivering 83rd Avenue, Councilwoman Lisa Dircks came out to her mail box as I was approaching her house at 773. Lisa began discussing her distaste for Mayor Bob Nelson and several situations involving herself and Councilwoman April Moran that she deemed "Ethics Violations" committed by the mayor. Lisa further stated that Councilman Ken Wendling would never vote against the Mayor Bob Nelson because he threatened to shoot him. Being a 27 year union steward for the NALC, I don't just take someone at their word. I need to hear all sides of the story before making a conclusion. I went to Mayor Bob Nelson to ask a few pointed questions concerning the allegations made by Councilwoman Dircks. Upon questioning Mayor Bob Nelson as to the content of the allegations made by Dircks, Bob became visibly upset and emphatically denied ever making such threats. My next step was to visit Councilman Ken Wendling to question the validity of the allegations made by Dircks, but I was informed that my original questioning of the Mayor had set other investigations in motion. Dan Buchholtz had questioned Ken Wendling asking if the Mayor had threatened to shoot him and Ken Wendling denied that the Mayor had made such a threat. Moving forward to the point of why I'm putting my experience and thoughts to paper. I found it rather disturbing that an elected official would slander another elected official with false accusations to myself. Furthermore, if she has made these false accusations to me, how many others has Dircks spread falsehoods to? It has eroded my faith in select elected individuals within this great city. I look forward to your response with a plan to make this right.



Perry E. Korzenowski
8420 Laddie Road NE
Spring Lake Park, Mn. 55432
korzo06@comcast.net
612-598-8492



Wanda D. Brown-McGreck
Jan. 31, 2027

Daniel Buchholtz

From: Lisa Dircks
Sent: Friday, June 19, 2026 9:27 AM
To: Daniel Buchholtz
Subject: Re: Statement of Values complaint

Hello Dan,

I did make that statement.

1. Can you describe your conversation with Mr. Korzenowski and your recollection of what was discussed? **I was discussing local politics and recent votes on my property.**
2. Did you tell Mr. Korzenowski that Mayor Nelson had threatened to shoot Councilmember Wendling, or make a statement to that effect? **I did.**
3. If so, what information or circumstances led you to believe that statement was accurate? **I heard this from someone else. I did not question the veracity of this statement because of the words and actions of Mayor Nelson over the last 6 years of working with him. Mayor Nelson has verbally attacked every member of Council over the last six years. When his words and behavior are challenged, he explains that it's just who he is. This is what he says in public meetings. It isn't beyond the pale that he says worse in private. In addition, the mayor has become increasingly emotionally dysregulated in work sessions over the last few years to the point that he has had to leave work sessions an go outside to calm down before they are finished. He has publicly made comments about his weapon collection and his ability to use them. He has also made comments about his trouble with the law as a younger person - and not in a way that makes him seem ashamed of it. All these things, in combination, lead me to believe that the statement made to me was not only possible, but likely.**
4. Is there any additional context regarding your conversation with Mr. Korzenowski that you believe would be helpful for us to understand? **Since the only thing brought up is the single statement I made, I do not believe additional context would be helpful.**
5. Is there anything you would like us to know regarding this matter or any part of Mr. Korzenowski's account that you believe is incorrect? **Since his complaint is that I said this, and I did say it. I don't believe there is anything to add.**

I will add that I apologize to the entire Council for violating the Statement of Values. I will work to choose my words more carefully in the future.

Lisa Dircks (she/her)
Council Member
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432
ldircks@slpmn.org
612-386-2496

From: Daniel Buchholtz <dbuchholtz@springlakeparkmn.gov>
Sent: Tuesday, June 16, 2026 7:55 AM

To: Lisa Dircks <ldircks@springlakeparkmn.gov>

Subject: Statement of Values complaint

Lisa,

Here is the complaint filed by Mayor Nelson against you for violations of the Statement of Values.

As part of the process outlined in the City's Statement of Values Policy, we are gathering information regarding a complaint that has been submitted. Consistent with the City's commitment to professionalism, effective communication, fairness, and accountability, we are seeking to understand the facts and circumstances from all perspectives before any findings or conclusions are made. We appreciate your cooperation and ask that you provide responses to the following questions so that your perspective may be fully considered as part of the review.

1. Can you describe your conversation with Mr. Korzenowski and your recollection of what was discussed?
2. Did you tell Mr. Korzenowski that Mayor Nelson had threatened to shoot Councilmember Wendling, or make a statement to that effect?
3. If so, what information or circumstances led you to believe that statement was accurate?
4. Is there any additional context regarding your conversation with Mr. Korzenowski that you believe would be helpful for us to understand?
5. Is there anything you would like us to know regarding this matter or any part of Mr. Korzenowski's account that you believe is incorrect?

This will be on the work session agenda for July 6. If I could get your response by June 30, I would appreciate it.

Thanks!

Dan

Daniel R. Buchholtz
Administrator, Clerk/Treasurer

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432
763-784-6491 (ph) 763-792-7257 (fax)
dbuchholtz@springlakeparkmn.gov



*Please note: The City is transitioning to a new email domain – **springlakeparkmn.gov**. Kindly update your address book to reflect my new email address above.*

City of Spring Lake Park Staff Report



Agenda Date	Status
July 6, 2026	
Requestor	Agenda Section
Buchholtz	Discussion
Agenda Item:	
Temporary Reduction in Code Enforcement Director Work Schedule	
Executive Summary	
<p>Code Enforcement Director Jeff Baker has submitted a request to temporarily reduce his regular work schedule from 40 hours per week to 32 hours per week. The request is based on a current slowdown in building permit activity and associated inspections, while maintaining the department’s ability to meet service expectations for rental inspections, nuisance enforcement, plan review, code enforcement activities, and resident and contractor assistance.</p> <p>The proposed reduction would provide direct personnel cost savings to the City while preserving flexibility to return the position to a 40-hour work week if building activity increases, or if a major commercial development or redevelopment project requires additional staff capacity.</p>	
Background	
<p>The Code Enforcement Department is responsible for a range of development, inspection, and enforcement functions, including building permit review, inspections, rental licensing inspections, nuisance enforcement, contractor assistance, and general code compliance activities.</p> <p>While rental inspections and nuisance enforcement remain active, the department has experienced a noticeable reduction in building permit activity. Due to the decrease in permit applications and related inspections, the Code Enforcement Director has requested approval to temporarily reduce his work schedule from 40 hours per week to 32 hours per week.</p> <p>The request is intended to be flexible and responsive to workload. If building activity increases significantly, or if a major commercial development or redevelopment project is</p>	

approved, the Code Enforcement Director would return to a 40-hour work week to ensure timely permit processing, inspections, plan review, and customer service.

Board/Commission Review

N/A

Financial Impact

Approval of the request would result in personnel cost savings to the City by reducing the position's regular scheduled hours from 40 hours per week to 32 hours per week. This represents a 20 percent reduction in regular work hours for the duration of the temporary arrangement. If this took effect on July 20, the savings for the remainder of FY 2026 would be approximately \$11,500.

The actual savings will depend on the effective date, and the duration of the reduced schedule. The request is not expected to negatively impact service delivery based on current building permit and inspection activity.

Staff Recommendation

Since this request was made by Code Enforcement Director Jeff Baker and is fully voluntary, staff would recommend that the City Council approve the temporary reduction in the Code Enforcement Director's regular work schedule from 40 hours per week to 32 hours per week, subject to ongoing review by the City Administrator.

Staff further recommends that the City Administrator be authorized to return the position to a 40-hour work week if building permit activity, inspection workload, commercial development, redevelopment activity, or other operational needs require additional staff capacity.

Attachments

1. Memorandum from Jeff Baker, Code Enforcement Director, dated June 29, 2026.



City of Spring lake Park
Code Enforcement Division
1301 Eighty First Avenue Northeast
Spring Lake Park, Minnesota 55432
(763) 784-6491 Fax: (763) 792-7257

MEMORANDUM

TO: Spring Lake Park Mayor and City Council
FROM: Jeff Baker, Code Enforcement Director
RE: Request to Temporarily Reduce Full-Time Equivalent (FTE)
DATE: June 29, 2026

I am respectfully requesting approval to temporarily reduce my work schedule from 40 hours per week to 32 hours per week.

While the Code Enforcement Department remains busy with rental inspections and nuisance enforcement, I have observed a noticeable slowdown in building permit activity. Permit applications and associated inspections have declined, allowing the department to continue meeting service expectations with a reduced work schedule.

Approving this request would provide a direct cost savings to the City while maintaining the current level of customer service. I will continue to prioritize inspections, plan reviews, code enforcement activities, and resident and contractor assistance to ensure department operations remain efficient and responsive.

This request is intended to remain flexible. Should building activity increase significantly, or if a major commercial development or redevelopment project is approved, I will return to a 40-hour work week to ensure projects are processed efficiently and without delay. My goal is to ensure that development activity continues seamlessly and that the City experiences no disruption in service.

I appreciate your consideration of this request. I believe this approach demonstrates responsible fiscal stewardship while maintaining the high level of service our residents, contractors, and development partners have come to expect.

Thank you for your consideration.

Sincerely,

Jeff Baker
Code Enforcement Director

City of Spring Lake Park Staff Report



Agenda Date	Status
May 4, 2026	Work Session
Requestor	Agenda Section
Buchholtz	Discussion
Agenda Item #:	
Council Communication Work Session Discussion	
Executive Summary	
<p>Staff is seeking direction from the City Council regarding next steps for a Council communication work session to be facilitated by the League of Minnesota Cities. Staff met with Aimee Gourlay from the League of Minnesota Cities on June 30, 2026, to discuss the current situation and potential approaches for structuring a productive session with the City Council.</p> <p>Ms. Gourlay recommended first meeting with two members of the City Council at City Hall to discuss the desired outcomes for the work session, identify key areas of focus, and help build Council buy-in before scheduling a full Council work session. Staff is requesting that the City Council identify two Councilmembers to meet with Ms. Gourlay as part of this preliminary planning process.</p>	
Background	
<p>The City has been discussing the need for improved communication, meeting conduct, and working relationships among members of the City Council. To assist with this effort, staff contacted the League of Minnesota Cities regarding potential facilitation support for a Council communication work session.</p> <p>On June 30, 2026, staff met with Aimee Gourlay from the League of Minnesota Cities to discuss the situation and possible next steps. Based on that discussion, Ms. Gourlay recommended a preliminary planning meeting with two members of the City Council before scheduling a full Council work session.</p> <p>The purpose of the preliminary meeting would be to help define what the City Council would like to achieve through the communication work session. This would include identifying key issues to address, desired outcomes, expectations for participation, and an overall structure</p>	

for the full Council session. The preliminary meeting would also help ensure there is Council buy-in before the full work session is scheduled.

Staff is requesting that the City Council identify two Councilmembers to meet with Ms. Gourlay at City Hall for this planning meeting. Following that meeting, staff would work with Ms. Gourlay to schedule a facilitated work session with the full City Council.

Board/Commission Review

N/A

Financial Impact

None

Staff Recommendation

Staff recommends that the City Council identify two Councilmembers to meet with Aimee Gourlay from the League of Minnesota Cities at City Hall to assist in planning a facilitated Council communication work session. Following that preliminary meeting, staff will coordinate with Ms. Gourlay to schedule the full Council work session.

Attachments

City of Spring Lake Park Staff Report



Agenda Date	Status
May 4, 2026	Work Session
Requestor	Agenda Section
Buchholtz	Discussion
Agenda Item #:	
Terrace Park Building Discussion	
Executive Summary	
<p>Staff is requesting City Council authorization to solicit bids for the Terrace Park building project. The proposed bid opening is scheduled for August 17, 2026. To keep the project on schedule, staff is also requesting that the City Council hold a special meeting on Monday, August 24, 2026, at 5:00 p.m. at City Hall to consider award of bids for the project. This meeting would occur prior to the joint Blaine/Spring Lake Park/Mounds View City Council work session scheduled for 6:00 p.m. that evening at SBM Fire Station 3 in Blaine.</p> <p>The special meeting is needed to keep the project timeline on track so site work can be completed by early October and the project area can be turned over to the Spring Lake Park High School Construction Trades Program.</p>	
Background	
<p>The City received a \$450,000 Community Development Block Grant (CDBG) to facilitate construction of the Terrace Park building, which will help offset project costs and support completion of this important park improvement. The project is being coordinated with the Spring Lake Park High School Construction Trades Program, which is anticipated to assist with construction of the building once site work is completed.</p> <p>Staff is requesting authorization at the July 20, 2026 City Council meeting to solicit bids for the project. The current project schedule includes a bid opening on August 17, 2026. Following the bid opening, staff will review the bids and prepare a recommendation for City Council consideration.</p> <p>Because the next regular City Council meeting schedule would create timing challenges for the project, staff is requesting a special City Council meeting on August 24, 2026, at 5:00 p.m. at City Hall to consider award of bids. Holding the special meeting on that date will</p>	

allow the City to proceed with contract award, complete required administrative steps, and begin site work in time to meet the early October turnover schedule.

This timeline is important because the site work must be completed before the property can be turned over to the Spring Lake Park High School Construction Trades Program. Delays in awarding the bid could compress the construction schedule and create challenges for the school-year construction timeline.

Board/Commission Review

N/A

Financial Impact

City Council previously authorized Stantec to provide architectural and engineering design services, bidding phase services and construction phase services for the Terrace Park building project. Only additional cost is the cost of publishing bid notices.

Staff Recommendation

Staff is seeking authority to schedule a special City Council meeting for Monday, August 24, 2026 at 5:00pm at City Hall to consider award of bids for the project

Attachments

THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWING. ANY ERRORS OR OMISSIONS SHALL BE REPORTED TO STANTEC WITHOUT DELAY. STANTEC SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS. REPRODUCTION OR USE FOR ANY PURPOSE OTHER THAN THAT AUTHORIZED BY STANTEC IS FORBIDDEN.

STRUCTURAL NOTES:

GOVERNING CODES:

1. GENERAL	MN STATE BLDG CODE 2020 IBC 2018
2. LOADS	ASCE 7-16
3. CONCRETE	ACI 318-14
4. STEEL	AISC 360-16
5. MASONRY	TMS 402/602-16

DESIGN LOADS:

RISK CATEGORY	II
1. DEAD LOADS	
CONCRETE	150 PSF
8" CMU @ GROUTED 32" OC	48 PSF
EXTERIOR STUD WALL	12 PSF
ROOF	15 PSF
MECHANICAL/ELECTRICAL	5 PSF
2. LIVE LOADS	
FLOOR	60 PSF
ROOF	20 PSF
3. SNOW LOAD (S)	
P_g	50 PSF
I	1.0
C_e	1.1
DRIFTING	SEE DRAWINGS
4. WIND LOAD (W)	
BASIC WIND SPEED, V	109 MPH (3 SECOND GUST)
I	1.0
EXPOSURE	C
K_{zt}	1.0
5. NET ALLOWABLE SOIL BEARING PRESSURE	2,000 PSF

MATERIALS:

1. CONCRETE	4,000 PSI AT 28 DAYS, TYPE I
2. REINFORCEMENT BARS	ASTM A615, GRADE 60
3. MASONRY	
CONCRETE MASONRY UNITS	ASTM C90 2,000 PSI COMP. STRENGTH
JOINT REINFORCEMENT	LADDER TYPE, NO. 9 WIRE ASTM A153, CLASS B2 GALV.
MORTAR	ASTM C270, TYPE S
GROUT	ASTM C476, 3,000 PSI COMPRESSIVE STRENGTH
4. RETAINED FILL	CLEAN AGGREGATE, NO ORGANICS, 100% PASSING 2" SIEVE
5. STRUCTURAL FILL	MEETS GRADATION REQUIREMENTS OF MNDOT 3149.2.D

SLAB CONSTRUCTION NOTES:

- PROVIDE 4" THICK CONCRETE SLAB WITH #3 @ 12" O.C. E.W. AT BUILDING INTERIOR UNLESS OTHERWISE NOTED.
- PROVIDE 6" THICK CONCRETE SLAB WITH #4 @ 12" O.C. E.W. AT GARAGE SLABS UNLESS OTHERWISE NOTED.
- TOOL AND CAULK CONTROL JOINTS IN ALL INTERIOR SLABS ON GRADE AT 12 FEET MAXIMUM SPACING. SEE DETAIL 2/S501.
- JOINTED SLAB PANEL LENGTH TO WIDTH RATIOS SHALL NOT EXCEED 1.5 : 1.0.
- PROVIDE THICKENED SLAB AT TRENCH DRAIN. SEE DETAIL 10/S501.

CONSTRUCTION NOTES:

- EXCAVATION
 - CONTRACTOR SHALL PROVIDE AND MAINTAIN ALL TEMPORARY SHORING AND BRACING NECESSARY TO PROTECT PERSONNEL AND PROPERTY FROM INJURY OR DAMAGE DURING CONSTRUCTION OPERATION.
- CONCRETE
 - LAP SPLICES AND 90 DEGREE END HOOKS SHALL BE AS SHOWN IN THE FOLLOWING TABLE UNLESS NOTED.

REINF BAR SIZE	SLAB, WALL, COLUMN		BEAMS		90 DEG END HOOK
	BAR LAP	TOP BAR *	BAR LAP	TOP BAR *	
#3	19 IN	24 IN	28 IN	36 IN	6 IN
#4	25 IN	32 IN	37 IN	48 IN	8 IN
#5	31 IN	40 IN	46 IN	60 IN	10 IN
#6	37 IN	48 IN	56 IN	72 IN	12 IN
#7	54 IN	70 IN	81 IN	105 IN	14 IN
#8	62 IN	80 IN	93 IN	120 IN	16 IN
#9	70 IN	90 IN	104 IN	135 IN	19 IN

* TOP BAR LAP SPLICES ARE HORIZONTAL REINFORCEMENT PLACED SUCH THAT MORE THAN 12 IN. OF CONCRETE IS CAST IN THE MEMBER BELOW THE SPLICE.

- REINFORCING BARS SHALL HAVE THE FOLLOWING CONC. COVER UNLESS NOTED.
 - CONCRETE CAST AGAINST EARTH 3"
 - TIPPING FLOOR, DRIVE LANES, DEMO, MSW AREA WALLS AND SLABS 2"
 - WALLS, PIERS AND ALL OTHER CONCRETE EXPOSED TO WEATHER OR WATER 3/4"
- CONCRETE SHALL BE PLACED WITHOUT CONSTRUCTION JOINTS EXCEPT WHERE SPECIFICALLY SHOWN ON THE DRAWINGS OR AS APPROVED BY THE ENGINEER.
- BEVEL ALL EXPOSED CORNERS OF CONCRETE 3/4" x 3/4".
- VERIFY SIZE AND LOCATION OF ALL NEW EQUIPMENT BASES AND OPENINGS.
- PROVIDE EMBED PLATE ARMORING WHERE INDICATED.
- PROVIDE STANDARD CONCRETE DETAILS SHOWN ON THE DRAWING UNLESS NOTED.

FOUNDATION NOTES:

- ALL TOPSOIL, FILL, ORGANIC AND/OR BLACK CLAYEY SOIL SHALL BE REMOVED BELOW THE FOOTINGS AND/OR BUILDING AREA TO THE DEPTHS INDICATED IN THE GEOTECHNICAL REPORT. EXTENT OF REMOVAL SHALL BE VERIFIED BY THE GEOTECHNICAL ENGINEER.
- COMPACT ACCEPTABLE SUBGRADE SOILS TO A MINIMUM 100% STANDARD PROCTOR DENSITY ±3% MOISTURE CONTENT PRIOR TO PLACEMENT OF STRUCTURAL FILL.
- PLACE AND COMPACT 1'-0" THICK IMPORTED STRUCTURAL FILL OR SUITABLE ONSITE MATERIAL UNDER ALL NEW FOUNDATIONS AND INTERIOR SLABS. PLACE IN MAX 8" HIGH LIFTS AND COMPACT TO MIN 100% PROCTOR DENSITY, ±2% MOISTURE CONTENT.
- PROVIDE EMBEDDED DOWELS IN FOOTINGS TO MATCH ALL VERTICAL WALL REINFORCING U.N.O. SECURELY TIE DOWELS PRIOR TO PLACING CONCRETE.
- ELEVATIONS OF TOPS OF FOOTINGS VARIES. SEE PLAN.
- DROP FOOTING BELOW ALL UNDER FLOOR PIPES.
- VERIFY ASSUMED EQUIPMENT LOADS, DIMENSIONS AND FOUNDATION CONFIGURATION WITH EQUIPMENT MANUFACTURER.

MASONRY WALL CONSTRUCTION NOTES:

- CONCRETE BLOCK SHALL BE LAID IN RUNNING BOND UNLESS NOTED.
- PROVIDE OPEN-CORE STYLE CMU FOR ALL MASONRY WALLS.
- PROVIDE BULLNOSED CMU FOR ALL EXPOSED MASONRY WALL CORNERS.
- PROVIDE VERTICAL #5 @ 32" SPACING IN ALL MASONRY WALLS UNLESS NOTED.
- GROUT FULL ALL CMU CORES CONTAINING VERTICAL REINFORCEMENT.
- INSTALL HORIZONTAL JOINT REINFORCING IN EVERY OTHER COURSE.
- PROVIDE MASONRY EXPANSION JOINT DETAIL 12/S501 WHERE INDICATED THUS.
- PROVIDE MASONRY CONTROL JOINT DETAIL 13/S501 WHERE INDICATED THUS, OR AT A SPACING OF NO GREATER THAN 20 FEET.
- TOOL ALL MASONRY JOINTS CONCAVE.
- SEE DETAILS 15, 18-20/S501 FOR MASONRY LINTEL INFORMATION.
- PROVIDE STEEL BEARING PLATES, 3/8" x 8" x 10" W/ (2)-1/2" Ø x 4" HEADED STUDS FOR ALL STEEL BEARING ON MASONRY. GROUT CORE BELOW BEARING FULL.

WOOD FRAME CONSTRUCTION:

- ALL SOLID SAWN LUMBER SHALL BE MSR SPRUCE-PINE-FIR (SPF) NO 2.
- FOR WOOD SHEAR WALLS, PROVIDE 1/2" PLYWOOD SHEATHING W/ 10d NAILS @ 6" O.C. AT ALL PANEL EDGES AND 12" O.C. AT INTERMEDIATE SUPPORTS.
- PROVIDE PANEL CLIPS FOR ALL PLYWOOD APPLICATIONS.
- FOR OTHER FASTENING NOT CALLED OUT, REFER TO IBC FOR MINIMUM FASTENING REQUIREMENTS.

PREFABRICATED WOOD TRUSS FRAMING:

- ERECT ALL TRUSSES STRAIGHT, PLUMB AND IN PROPER ALIGNMENT AND SPACING.
- TEMPORARY ROOF TRUSS BRACING DURING ERECTION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- PROVIDE PERMANENT ROOF TRUSS BRACING WITH CONTINUOUS OR LAP-SPLICED 2x4 MEMBERS, ATTACHED WITH (2) 16d NAILS AT EACH TRUSS LOCATION, AS FOLLOWS:
 - DIAGONAL CROSS BRACING, AT OR NEAR A 45 DEGREE ANGLE IN THE PLANE OF THE TRUSS TOP CHORDS. ALTERNATE BRACING DIRECTION.
 - DIAGONAL CROSS BRACING, AT OR NEAR A 45 DEGREE ANGLE IN THE PLANE OF THE TRUSS BOTTOM CHORDS. ALTERNATE BRACING DIRECTION.
 - PERPENDICULAR TO TRUSS WEB MEMBERS AS SHOWN ON TRUSS SHOP DRAWINGS. EACH PERPENDICULAR BRACE MUST BE ANCHORED TO AN END WALL OR DIAGONAL BRACE IN PLANE OF WEB MEMBERS.
- PROVIDE 1/2" PLYWOOD ROOF DECK WITH 10d NAILS @ 6" OC AT EDGES AND 12" O.C. AT INTERMEDIATE SUPPORTS. PROVIDE PANEL CLIPS FOR ALL PLYWOOD APPLICATIONS.
- ALL ROOF TRUSSES SHALL BE CONNECTED TO DOUBLE TOP PLATE WITH SIMPSON H10A TIES OR APPROVED EQUAL.
- APPLIED TRUSS LOADS: SEE SPECIFICATION

REQUIRED SPECIAL INSPECTIONS

DESCRIPTION OF WORK IBC SECTION 1704	INSPECTION		TESTING		N/A	REMARKS
	YES	NO	YES	NO		
1. CONCRETE	●		●			
2. BOLTS INSTALLED IN CONCRETE	●			●		
3. DUCTILE MOMENT-RES CONCRETE FRAME					●	
4. REINF STEEL AND PRESTRESSING STEEL					●	
5. WELDING					●	
6. HIGH-STRENGTH BOLTING					●	
7. STRUCTURAL MASONRY	●		●			
8. REINFORCED GYPSUM CONC					●	
9. INSULATING-CONCRETE FILL					●	
10. SPRAY-APPLIED FIREPROOFING					●	
11. PILING, DRILLED PIERS AND CAISSONS					●	
12. SHOTCRETE					●	
13. SPECIAL GRADING EXC AND FILLING	●		●			
14. WOOD	●			●		
15. SPECIAL CASES				●		

HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
PRINT NAME: BRIAN G. BELLEVARE

SIGNATURE: _____ LIC. NO. 58378
DATE: JULY 1, 2024



STRUCTURAL NOTES
SPRING LAKE PARK, MINNESOTA
TERRACE PARK WARMING HOUSE REPLACEMENT

NO REVISION DATE

SURVEY
DRAWN BGB
DESIGNED BGB
CHECKED
APPROVED
PROJ. NO. 222702844

SHEET NUMBER
001

