

**DEIKE ESTATES SPECIAL IMPROVEMENT DISTRICT  
SPECIAL MEETING AGENDA AND NOTICE**

Board of Directors:

Willie Kolkman, President  
Vicky Kolkman, Secretary/Treasurer  
Douglas Taylor, Director

DATE: Thursday, October 26, 2023

TIME: 9:00 a.m.

HELD: Participation by Zoom/Audio Meeting Only

Join Zoom Meeting Participation:

Join Zoom Meeting

<https://us06web.zoom.us/j/83608790654?pwd=sQY2MJsAi2yWe1aMGgl99LhdzMUKbZ.1>

Meeting ID: 836 0879 0654

Passcode: 307784

One tap mobile

+17193594580,,83608790654# US

+17207072699,,83608790654# US (Denver)

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- I. CALL TO ORDER/DECLARATION OF A QUORUM OF THE BOARD
- II. APPROVAL OF AGENDA
- III. ENGINEERING ITEMS
  - A. Update on Water Assessments
  - B. Update on Sewer Assessments
  - C. Review and Approve Water Tower Estimate (enclosures)
- IV. ADMINISTRATIVE ITEMS
  - A. Review and Approve Minutes of the August 10, 2023 Regular Meeting (enclosure)
  - B. Review and Approve Payables (enclosure)
  - C. Review and Accept Financial Statements Through September 30, 2023
  - C. Election Update
- V. OTHER BUSINESS
- VI. ADJOURNMENT

The next regular meeting will be held on Thursday, November 9, 2023 at 9:00 a.m.

## Kristan Buck

---

**From:** Tommy Manley <tommyinterstate@gmail.com>  
**Sent:** Monday, August 14, 2023 12:45 PM  
**To:** Kristan Buck  
**Cc:** Chakenna Warren; Linda; Tommy Manley  
**Subject:** Water Tower Proposal  
**Attachments:** Sapp Brother Truck Travel Plaza.docx; MacroPoxy 646 PW-1.pdf; Steel Seam FT910.pdf

*Kristan:*

*Per your request I have attached our proposal for the valve and the interior sandblasting and painting, as I told you in our telephone conversation **Midco** had already reached out to us to give them a price on us removing the old valve and installing the new valve along with the interior sandblasting and painting.*

*When **Midco** hired us earlier this year to fabricate and install the new vent cap I looked closely at the exterior of your tank and there is structural steel issues that should have been addressed while I was there but I was told getting the new vent cap installed for the state inspector was the top priority at that time so I did what was asked of me and we left. This time has to be 80 years old and there has been very little maintenance done to it.*

*From what I could see Kristan, you are looking at close to \$ 75,000 to \$ 80,000 to do the **Cleaning, Coating, Steel Repairs, Exterior Ladder, Riser Rods, Adjust Sway Rods, Riser Pipe Insulation.***

*Just let us know if you want to move forward, I have not give **Midco** our price on this tank because we have been so busy.*

**Tommy Manley**  
**President / CEO**  
**Interstate Contracting & Coating, Inc.**

**Tel: 1-(479)-226-3571 Northwest Arkansas Tel: 1-(970)-518-6336 Northern Colorado Tel: 1-(956)-243-6874 Southern Coast of Texas**

[www.interstatetankmaster.com](http://www.interstatetankmaster.com)

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***Proud Supporter of The American Water Works Association,  
NACE International, The Society for Protective Coatings***

# *INTERSTATE*



## **PROPOSAL**

### **Sapp Brothers Truck Travel Plaza Water Tower**

**Interstate Contracting & Coating, Inc.** will furnish and supply all necessary equipment, labor and materials as needed for the following scope of work to be performed.

1. Remove existing gate valve and install new 6" gate valve where the existing inlet water line will be fully insulated along with electrical heat tape.
2. The interior surface area shall be sandblasted to an **SSPC-SP10 Near-White Blast Cleaning** where the surface area shall be free of all existing coating and rust.
3. A full coat of **Sherwin-Williams Macropoxy 646PW** will be applied to the surface area at a DFT of 5.0 to 6.0 mils.

(Color Light Gray)

This application will be applied by way of spray only.

4. A full stripe coat of **Sherwin-Williams Macropoxy 646PW** will be applied to all edges and rivets at a DFT of 5.0 mils.

(Color White)

This application will be applied by way of brush only.

5. A full stripe coat of **Sherwin-William Steel-Seam FT910** will be applied to all overlaps and rivets at a DFT of 15.0 to 20.0 mils.

(Color Gray)

This system must be applied by 4" brush only.

## **Disinfection And Sterilization:**

1. The Interior will be completely disinfected and sterilized under **AWWA Standards** potable water storage tanks and towers.
2. Interstate will do the first water sample on behalf of the tank owner to submit to the Health Department prior to the tank being put back into service.

## **Warranty:**

1. Interstate will warranty all workmanship and coating applications for a full term of the (10) years where there (3) inspections will be performed on the one (1) year anniversary of the completion of the interior sandblasting and painting.
2. A five-year anniversary inspection will be conducted by Interstate of the interior surface area where photographs and a written report will be turned into the owner within ten-days of the inspection for their records.
3. A ten-year anniversary inspection will be conducted by Interstate of the interior surface area where photographs and a written report will be turned into the owner within ten-days of the inspection for their records.

**Price: \$ 63,288.43**

This price will remain in effect for a term of 30 days.

[www.interstatetankmaster.com](http://www.interstatetankmaster.com)





PO BOX 3804  
Rapid City SD 57709  
(800) 240-9945

info@tankmaintenancesolutions.com  
www.tankmaintenancesolutions.com



October 4, 2023

Kristan Buck  
Sapp Brothers  
12500 180 Service Rd.  
Cheyenne, WY 82009

**RE: 2023 Gate Valve and Tank Piping Modification Project**

Kristan,

It is with great pleasure that Tank Maintenance Solutions (TMS) presents you with this proposal. Our team here at TMS is committed to working with you throughout this process of maintaining your water storage tank.

At TMS we take pride in delivering customized solutions to meet the unique needs and requirements of each of our clients, and we are excited to offer our services to you. By employing a meticulous approach to identifying and selecting only top-tier vendors, TMS ensures that your project is completed with the utmost integrity.

We invite you to reach out to us should you have any questions or concerns about this proposal, or if you simply want to delve further into the details of this project.

Thank you for considering TMS as your preferred partner in water tank maintenance.

We look forward to a successful partnership!

Regards,

A handwritten signature in black ink that reads "Jerod Birchell".

**Jerod Birchell**  
**Project Manager**  
**Tank Maintenance Solutions (TMS)**  
406-698-9297 Cell  
800-240-9945 Office  
[jerod@tankmaintenancesolutions.com](mailto:jerod@tankmaintenancesolutions.com)

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 12500 180 Service Rd.  
 Cheyenne, WY 82009



**RE: 2023 Gate Valve and Tank Piping Modification Project**

Tank Maintenance Solutions (TMS) or its subcontractors, will furnish and supply all necessary equipment, labor, and materials for the following:

SCOPE OF WORK			
<b>Install Gate Valve and Tank Piping Modification</b>			<b>\$ 12,610.00</b>
<p>TMS or its Subcontractors will perform and complete the work, per DEQ, City of Cheyenne and OSHA specifications.</p> <p><b>Tank Piping Modifications:</b></p> <ul style="list-style-type: none"> <li>• Remove Existing Piping Above Cross.</li> <li>• Install 1-6" x 6" FL Spool w/2-3/4" Taps.</li> <li>• Install 1-6" x 12" FL x PE Spool w/1-3/4" Tap.</li> <li>• Install 1-6" FL Open Left Gate Valve w/Hand Wheel</li> <li>• Install 1-6" Mega Flange Adaptor</li> <li>• Reconnect Existing Piping (injection and pressure transducer lines)</li> </ul> <p><b>Exclusions/Clarifications/Additions:</b></p> <ul style="list-style-type: none"> <li>• Excludes bond (add 1% if required).</li> <li>• Excludes new pressure transducers, injecting piping, etc. if required.</li> <li>• Excludes all electrical removal, replacement, and controls.</li> <li>• Excludes Draining of tank by others.</li> </ul> <p><b>Price is based on existing tank riser being supported from the tank and does not require support from below.</b></p>			
TANK DESCRIPTION(S)			
Tank	Capacity	Dimensions	Type
Coffee Pot Tower	50K Gallon	100' High x 15' Diameter	Bolted Steel Coolie Top

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This proposal, when executed by both parties, shall constitute a binding agreement between all parties. The persons signing on behalf of the Client, Owner or Owners Representative and Tank Maintenance Solutions (TMS) hereby represents and certifies that they are fully empowered to bind the respective parties to this contract. Any contract that is not fulfilled will be subject to a cancellation fee. **Terms are net 10 days from invoicing;** interest accrues at 1.5% monthly on any unpaid balance. Any fees required to obtain a city business license, or any additional permits will be added to the final invoice at the current city rate plus appropriate markup. Please note pricing **does not include:** contract review, additional insurance requirements, third party vendor verification site requirements and/or any repair work unless stated in the pricing. This proposal is **valid for forty-five (45) days** from receipt. This quotation has been prepared exclusively for your firm using the information you provided. Incorrect or inaccurate information used for estimate purposes that delays progress may influence your final price. Interruptions in the work progression, not in control of Tank Maintenance Solutions (TMS) such as, weather, or other delays may also affect your final pricing. If Tank Maintenance Solutions (TMS), or its subcontractor(s) is unable to complete the work as described above due to lack of weekend and/or holiday access, tank access, water levels, safety issues, etc. a trip charge and/or standby fee will be added. The contents of this quotation are considered confidential and are not to be divulged to third parties. Please note, it is the Client, Owner, and Owner Representative's responsibility to test and maintain water quality. Any and all applicable warranties will be provided by manufacturer(s) and/or subcontractor(s).

PRICING	
<b>Total Price</b>	\$ 12,610.00
<b>Down Payment (70%)</b> <i>Due upon signing</i>	\$ 8,827.00
<b>Remaining Balance</b> <i>Due upon final invoicing</i>	\$ 3,783.00

All Tank Maintenance Solutions (TMS) quotes are subject to availability of personnel, equipment, and subcontractors. Upon approval, please sign and return by fax, email, or mail to Tank Maintenance Solutions (TMS).

Sapp Brothers  
 12500 180 Service Rd.  
 Cheyenne, WY 82009

Tank Maintenance Solutions (TMS)  
 PO Box 3804  
 Rapid City, SD. 57709

*I have read, understand, and agree to the terms of this proposal:*

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Printed Name & Title

\_\_\_\_\_  
 Date

*Jerod Birchell*

\_\_\_\_\_  
 Signature

Jerod Birchell, Project Manager

\_\_\_\_\_  
 Printed Name & Title

October 4, 2023

\_\_\_\_\_  
 Date

***"The experience and resources to handle your water storage tank maintenance needs."***





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October 4, 2023

Kristan Buck  
Sapp Brothers  
12500 180 Service Rd.  
Cheyenne, WY 82009

RE: 2024 Coffee Pot Tower Interior Restoration Project

Kristan,

It is with great pleasure that Tank Maintenance Solutions (TMS) presents you with this proposal. Our team here at TMS is committed to working with you throughout this process of maintaining your water storage tank.

At TMS we take pride in delivering customized solutions to meet the unique needs and requirements of each of our clients, and we are excited to offer our services to you. By employing a meticulous approach to identifying and selecting only top-tier vendors, TMS ensures that your project is completed with the utmost integrity.

We invite you to reach out to us should you have any questions or concerns about this proposal, or if you simply want to delve further into the details of this project.

Thank you for considering TMS as your preferred partner in water tank maintenance.

We look forward to a successful partnership!

Regards,

A handwritten signature in blue ink that reads "Jerod Birchell".

Jerod Birchell  
Project Manager  
Tank Maintenance Solutions (TMS)  
406-698-9297 Cell  
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 12500 180 Service Rd.  
 Cheyenne, WY 82009



**RE: 2024 Coffee Pot Tower Interior Restoration Project**

Tank Maintenance Solutions (TMS) or its subcontractors, will furnish and supply all necessary equipment, labor, and materials for the following:

SCOPE OF WORK	
<b>Abrasive Blast and Paint the Interior</b>	<b>\$ 52,450.00</b>
<p><b>Cleaning:</b> ALL INTERIOR SURFACES shall be abrasive blasted to near white metal conforming to pictorial standards of S.S.P.C- SP No. 10.</p> <p><b>Stripe Coating:</b> Prior to the coating procedure, all interior surfaces shall be completely blown down with clean, dry filtered air. All spent abrasive and dust shall be removed from the interior of the tank. After completion of blow down, all weld seams, ladders, angles, edges, etc. shall be stripe coated by hand.</p> <p><b>Interior Coating System:</b> Interior coating system shall be a quality epoxy coating from Tnemec (Pota-Pox Series L140). Coating data pages shall be provided upon request.</p> <p><b>Primer Coat:</b> NSF approved Epoxy, applied at 4-6 mils dry film thickness.</p> <p><b>Finish Coat:</b> NSF approved Epoxy, applied at 4-6 mils dry film thickness. <b>Total Mils will be between 8-12 dry film thickness.</b></p> <p><b>Cure Time:</b> Interior coatings must be allowed to cure a <b>minimum of seven (7) days at 77 degrees at 50% relative humidity</b> before being placed into service for potable water.</p> <p><b>DISCLAIMER:</b> Cure-time for coatings will vary dependent on temperature, humidity, air-movement, and film thickness. Adequate time for sufficient curing must be allowed.</p> <p><b>Warranty:</b> TMS or its Subcontractors warrants its work to be free from defects in material and workmanship for a period of <b>TWO (2) years on Interior Coatings &amp; TWO (2) years on Exterior Coatings</b></p> <p><b>Possible Exceptions:</b> After interior cleaning has been completed and TMS or its Subcontractors inspectors determine that additional repair for soundness or structural safety is required, and the Owner elects not to authorize such repair, then TMS or its Subcontractors accepts no responsibility or liability should the tank leak or deteriorates further. Under no circumstances does TMS or its Subcontractors warrant the structural condition of the tank. This Warranty shall be expressly limited to the work performed by TMS or its Subcontractors. This Warranty is in lieu of all other warranties expressed or implied and no person (employee or otherwise) is authorized to make any representation or Warranty binding TMS or its Subcontractors except to refer to this Warranty. Should any of the repairs performed by TMS or its Subcontractors or lining under this Warranty prove to be defective within the period of this Warranty; TMS or its Subcontractors will remedy such defects at no cost to the Owner. However, if in the opinion of the Owner, they cannot be remedied except by complete replacement, then TMS or its Subcontractors will make complete replacement. The Owner will be charged only for the term of service actually received. The remaining original cost will be applied as an adjustment to the cost of replacement. The replacement cost of any Coating or Repairs shall be within 30% of the original cost. Variations within this 30% will depend on increases or decreases in material and labor costs. It is agreed that should the Owner refuse such an adjustment, TMS or its Subcontractors will make no adjustments short of replacement in which case this Warranty becomes limited to other work performed by TMS or its Subcontractors.</p>	
TANK DESCRIPTION(S)	
Tank	Capacity
Coffee Pot Tower	50K Gallon
Dimensions	Type
100' High x 15' Diameter	Bolted Steel Coolie Top

*“The experience and resources to handle your water storage tank maintenance needs.”*



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This proposal, when executed by both parties, shall constitute a binding agreement between all parties. The persons signing on behalf of the Client, Owner or Owners Representative and Tank Maintenance Solutions (TMS) hereby represents and certifies that they are fully empowered to bind the respective parties to this contract. Any contract that is not fulfilled will be subject to a cancellation fee. **Terms are net 10 days from invoicing;** interest accrues at 1.5% monthly on any unpaid balance. Any fees required to obtain a city business license, or any additional permits will be added to the final invoice at the current city rate plus appropriate markup. Please note pricing **does not include;** contract review, additional insurance requirements, third party vendor verification site requirements and/or any repair work unless stated in the pricing. This proposal is **valid for forty-five (45) days** from receipt. This quotation has been prepared exclusively for your firm using the information you provided. Incorrect or inaccurate information used for estimate purposes that delays progress may influence your final price. Interruptions in the work progression, not in control of Tank Maintenance Solutions (TMS) such as, weather, or other delays may also affect your final pricing. If Tank Maintenance Solutions (TMS), or its subcontractor(s) is unable to complete the work as described above due to lack of weekend and/or holiday access, tank access, water levels, safety issues, etc. a trip charge and/or standby fee will be added. The contents of this quotation are considered confidential and are not to be divulged to third parties. Please note, it is the Client, Owner, and Owner Representative's responsibility to test and maintain water quality. Any and all applicable warranties will be provided by manufacturer(s) and/or subcontractor(s).

PRICING	
<b>Total Price</b>	\$ <b>52,450.00</b>
<b>Down Payment (70%)</b> <i>Due upon signing</i>	\$ <b>36,715.00</b>
<b>Remaining Balance</b> <i>Due upon final invoicing</i>	\$ <b>15,735.00</b>

All Tank Maintenance Solutions (TMS) quotes are subject to availability of personnel, equipment, and subcontractors. Upon approval, please sign and return by fax, email, or mail to Tank Maintenance Solutions (TMS).

Sapp Brothers  
 12500 180 Service Rd.  
 Cheyenne, WY 82009

Tank Maintenance Solutions (TMS)  
 PO Box 3804  
 Rapid City, SD. 57709

*I have read, understand, and agree to the terms of this proposal:*

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Printed Name & Title

\_\_\_\_\_  
 Date

*Jerod Birchell*

\_\_\_\_\_  
 Signature

Jerod Birchell, Project Manager

\_\_\_\_\_  
 Printed Name & Title

October 4, 2023

\_\_\_\_\_  
 Date

***"The experience and resources to handle your water storage tank maintenance needs."***

# RECORD OF PROCEEDINGS

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## MINUTES OF SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE DEIKE ESTATES SPECIAL IMPROVEMENT DISTRICT HELD AUGUST 10, 2023

A special meeting of the Board of Directors of the Deike Estates Special Improvement District was held on Thursday, August 10, 2023, at 9:00 a.m. The meeting was held virtually using zoom meeting.

In attendance were Directors:

Willie Kolkman  
Vicky Kolkman

Also, in attendance were:

Kristan Buck; CGRS  
Sue Blair; Community Resource Services of Colorado

Call to Order/Declaration of a Quorum of the Board: The meeting was called to order at 9:00 a.m. A quorum of the Board was present.

Approval of Agenda: Upon motion duly made and seconded, a vote was taken and the motion carried unanimously.

**Engineering Items:**

- A. Update on Water Meters and Cost Estimates: Ms. Buck reported that the new meters are scheduled for delivery in February 2024. Ms. Buck is requesting quotes for the water tower estimate.
- B. Update on Sewer Assessments: Ms. Buck reported on the service lines and sewer mains and reiterated that all service lines have to be completely inspected and reports providing evidence of the condition of the service lines received. Ms. Buck requested an update on the above ground tank work and Director W. Kolkman provided that Jared be in contact with Ms. Buck for updates.

**Administrative Items:**

- A. Minutes: The Board reviewed the minutes of the July 13, 2023, meeting. Upon motion duly made and seconded, a vote was taken, and the minutes were approved as presented.
- B. Review and Approval of Payables and Financial Statement: The Board reviewed the July payables. Upon motion duly made and seconded, a vote was taken to ratify the payment of claims. Financial Statements will be prepared for the Board on a quarterly basis.

C. Election: Ms. Blair reported that an election proclamation was published in July and an application to serve on the Board was received from Directors Willie and Vicky Kolkman. The ballots will be mailed to eligible electors within the District. Election information has been posted on the District's website.

Adjournment: Upon motion duly made and seconded, a vote was taken and the meeting was adjourned at 9:27 a.m.

Respectfully submitted,

---

Sue Blair, Recording Secretary

**DEIKE ESTATES SPECIAL IMPROVEMENT DISTRICT**  
**September 2023 Payables List**

CRGS	\$ 1,568.50	2034
CRS	\$ 2,219.00	2031
High West Energy	\$ 456.00	2032
Jim Franz	<u>\$ 1,047.00</u>	2033
TOTAL	\$ 5,290.50	

**DEIKE ESTATES SPECIAL IMPROVEMENT DISTRICT  
CASH POSITION STATEMENT  
FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2023**

Account Activity Item Description	MidWestOne Bank Checking	TOTAL ALL ACCOUNTS
<b>BEGINNING BALANCE PER BANK</b>	\$ 60,802	\$ 60,802
YTD credits - Total deposits, wires and transfers	29,773	29,773
YTD debits - Total vouchers, wires and transfers	(18,283)	(18,283)
<b>YTD bank balance</b>	72,292	72,292
Less outstanding checks	(1,569)	(1,569)
<b>YTD book balance (agrees to page 2)</b>	70,723	70,723
<b>CURRENT MONTH ACTIVITY</b>		
Deposit - taxes, net	-	-
Payables, wires and transfers	-	-
Current Transfers	-	-
<b>Adjusted cash balance</b>	<b>\$ 70,723</b>	<b>\$ 70,723</b>

**DEIKE ESTATES SPECIAL IMPROVEMENT DISTRICT  
 FUND ALLOCATION OF AVAILABLE BALANCES - CASH BASIS  
 FOR THE THREE MONTHS ENDED SEPTEMBER 30, 2023**

Account Activity Item Description	GENERAL	TOTAL ALL FUNDS
	<b>BEGINNING FUND BALANCE</b>	\$ 60,802
<b>YTD Revenues</b>		
Customer charges	29,773	29,773
<b>Total YTD Revenues</b>	29,773	29,773
<b>Beginning funds available plus YTD revenues</b>	<b>90,575</b>	<b>90,575</b>
<b>Less YTD Expenditures</b>	(19,852)	(19,852)
<b>ENDING FUNDS AVAILABLE</b>	<b>\$ 70,723</b>	<b>\$ 70,723</b>



**DEIKE ESTATES SPECIAL IMPROVEMENT DISTRICT  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE  
BUDGET VS. ACTUAL CASH BASIS (NON-GAAP)  
For the Three Months Ended September 30, 2023  
Unaudited**

	<b>Adopted 2023 Budget</b>	<b>YTD Actual</b>	<b>Variance Over (Under)</b>	<b>Percent of Budget (25% YTD)</b>
<b>REVENUES</b>				
Customer charges	\$ 234,000	\$ 29,773	\$ (204,227)	13%
Other assessments	42,000	-	(42,000)	0%
<b>Total revenues</b>	<u>276,000</u>	<u>29,773</u>	<u>(246,227)</u>	<u>11%</u>
<b>EXPENDITURES</b>				
<b>General</b>				
County Fees	300	-	(300)	0%
District management and accounting	11,200	3,196	(8,004)	29%
Elections	1,000	-	(1,000)	0%
Engineering	26,000	12,555	(13,445)	48%
Legal	6,000	-	(6,000)	0%
Maintenance	2,000	2,761	761	138%
Utilities	86,500	1,340	(85,160)	2%
<b>Capital outlay</b>				
Water meters	48,000	-	(48,000)	0%
Water tower lining valve	20,000	-	(20,000)	0%
Water treatment room upgrades	8,000	-	(8,000)	0%
Water work & meter (Backup)	25,000	-	(25,000)	0%
WW municipal tie-in project	15,000	-	(15,000)	0%
<b>Total expenditures</b>	<u>249,000</u>	<u>19,852</u>	<u>(229,148)</u>	<u>8%</u>
<b>NET CHANGE IN FUND BALANCE</b>	<u>\$ 27,000</u>	9,921	<u>\$ (17,079)</u>	
<b>BEGINNING FUND BALANCE</b>		<u>60,802</u>		
<b>ENDING FUND BALANCE</b>		<u>\$ 70,723</u>		