



CITY OF RAPID CITY


RAPID CITY, SOUTH DAKOTA 57701-5035

Community Planning and Development Services
300 Sixth Street
605-394-4120 • Fax 605-394-6636

Brad Solon, Division Manager, Building Services
Community Planning and Development Services
City web: www.rcgov.org

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e-mail: brad.solon@rcgov.org

MEMORANDUM

DATE: August 6, 2014
TO: Rapid City Building Board
FROM: Brad Solon, Division Manager, Building Services 
SUBJECT: Appeal from Rana Graham, 4745 Mandalay Lane, Rapid City, SD

Rana Graham filed a complaint and requested that the contractor license for Lyndon Bolt dba Bolt Construction be revoked. Staff denied the request. The determination to deny the request has been appealed to the Rapid City Building Board.

Staff issued a building permit to Bolt Construction for a re-roof and later approved the work. Ms. Graham made a complaint/appeal to City Council and Council ruled that the permit be "unfinished". The permit currently is not finished. Staff is not in a position to revoke the license. The request for revocation was denied for the reasons outlined in the June 19, 2014 letter to Ms. Graham, which has been provided with your materials for review in this matter.

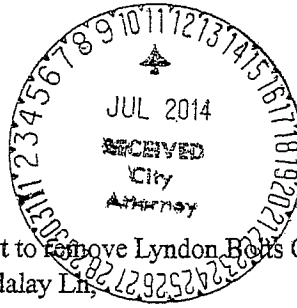
Staff does not believe the license should be suspended or revoked. The Board can affirm the determination to not suspend or revoke the license, or reverse the decision and elect to suspend or revoke the license.

Staff Recommendation: Staff does not recommend suspension or revocation of the license. However, if the Board chooses to make a determination in favor of the appellant, staff recommends suspension.



EQUAL OPPORTUNITY EMPLOYER

July 10, 2014



To Whom it may concern,

I would like to appeal the decision made by Brad Solon not to remove Lyndon Bolt's Contractors License for the poor workmanship he did on my roof at 4745 Mandalay Ln, Rapid City, SD 57701.

Lyndon Bolt was given the opportunity to fix my roof but refused saying nothing was wrong with it and the manufacturer would fix it if needed. In the City Investigation Report Lyndon Bolt admits the starter strips were not done correctly or done to manufacturer code, which means I have no warranty through the manufacture.

Lyndon Bolt was given 30 days by the City to fix or arrange alternative arrangements with myself to resolve the issues with my roof. He has made no attempt to contact me and the 30 days have lapsed. He never had a roofing permit to do a roof replacement, he applied for one days after the job was completed. He never had the roof inspected nor did he hand in an affidavit and pictures for the work completed on my roof, until April 2014. The roof was completed September 13 2013. I issued him a no trespassing letter as advised by the Police in February 2014, Lyndon Bolt had one of his employees get on my roof in April 2014 without permission and when everyone had left my home, to take pictures of the roof to hand in to the City during their investigation.

Lyndon Bolt placed a wrongful fraudulent mechanics lien on me and even though my allegations were founded by the City he has still failed to remove the lien. It is also stated in a Police Report that the lien was fraudulent. Lyndon Bolt has also billed me for flashing/gutter aprons, and gutters that were supposed to have been replaced but still show the hail damage, for why it was supposed to be replaced. He also has billed me for a roof that has to be removed and replaced due to it not sealing and the starter strips, over driven nails, shiners and the ridgevent facing the wrong direction.

Lyndon Bolt contacted one of the independent Contractors who did an inspection on my roof and made a threat towards him, which is also logged in a Police report.

Lyndon Bolt has shown several attempts of dishonesty, by the lien, the applying for a roofing permit after completing the job, signing the wrong date on the completion certificate, not providing an affidavit when required, trespassing on property he was issued in writing not to go near, telling me if I paid him the manufacturer would fix the roof, knowing perfectly well there is no manufacturer warranty on my roof, threatening another contractor, and making no attempt to contact me to resolve this issue, and billing me for materials that were never replaced, which I believe is misrepresentation of funds and theft by deception.

This Contractor should not be in business if he shows this much dishonesty and so I am requesting that his Contractors Licence be removed.

Sincerely,

Rana Graham
4745 Mandalay Ln
Rapid City, SD 57701
605-858-9805



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June 19, 2014

Ms. Rana Graham
4745 Mandalay Ln
Rapid City, SD 57701

Re: Complaint against Bolt Construction for Work Completed at
4745 Mandalay Lane Inquiry, Rapid City, SD

Dear Ms. Graham,

I have received and reviewed your complaint, along with the materials you requested to be included with your complaint. Those materials were the documents you provided to the City Attorney's Office after you appeared at the April 2, 2014 Legal and Finance Committee meeting, the Report of Findings provided to the City Council at the June 2, 2014 meeting (the "Report"), and the photographs that Charity Doyle provided on your behalf to Assistant City Attorney Allison Marsland via e-mail on June 13, 2014.

For the reasons provided in this letter, the City of Rapid City is not currently in a position to revoke or suspend the licenses of Bolt Construction, or Lyndon Bolt. By way of information, Lyndon Bolt is currently the primary license holder for Bolt Construction.

Rapid City Municipal Code section 15.04.140 governs contractor licenses. A copy of the ordinance is enclosed for your convenience. Paragraph U. grants my office the authority to suspend, revoke, or refuse to renew a contractor license under certain circumstances. Within my discretion, I may suspend, revoke, or refuse to renew where



EQUAL HOUSING
OPPORTUNITY

EQUAL OPPORTUNITY EMPLOYER

doing so would be in the public's interest, and the evidence supports code violations, or failure to follow a lawful order, etc.

One of the findings of the Report was that the starter strip installed by Bolt Construction was in violation of the code, as the method used was not in conformance with the manufacturer's instructions. In addition, there was a finding made that Bolt Construction obtained the permit after the work was completed, which is also a code violation. Lyndon Bolt accepted responsibility for both of these violations during his interview for the Report.

While there were code violations found in this matter, the violations do not rise to the level of creating concern for the public's interest regarding the licensee at issue. Examples of code violations that would rise to the level of creating a public interest concern include violations that resulted in life safety issues, or violations that resulted in significant property damage.

Regarding the permit being obtained after work was completed at your property, Bolt Construction was assessed a double permit fee and has paid that fee to the City. As such, this code violation is considered rectified.

Turning to the current state of the starter strip code violation identified by the Report, in reading the Complaint Form you submitted it appears that correction of the starter strip has yet to be made. However, you have communicated to the City that you will not allow Bolt Construction back onto your property. For this reason, it is not appropriate for the City to suspend or revoke the contractor license for non-correction.

The un-corrected state of the code violation does not rise to the level of creating concern for the public's interest regarding the licensee at issue.

Your complaint form also alleges poor workmanship by Bolt Construction. The City's permit and inspection processes are in place to verify compliance with City codes. City codes set out the minimum standards construction work must meet. The quality of the workmanship contracted for is a matter to be decided by the contracting parties. Generally, the contracting parties are the homeowner and the construction company. For this reason, the City cannot comment or make a determination regarding the level of or satisfaction with any quality of workmanship matters.

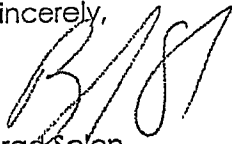
Your complaint form also discusses a lien that Bolt Construction has placed on your property, and alleges the lien was fraudulently placed. The City does not have jurisdiction to determine the validity of the lien. For this reason, the City cannot comment or make a determination regarding the lien at issue.

For the foregoing reasons, the licenses of Bolt Construction and Lyndon Bolt will not be suspended or revoked.

Appeal of this determination may be made by filing a written appeal along with the \$250 filing fee to the Building Official within twenty-two (22) days of the date of this letter. If you choose to appeal, and if you'd like your matter to be heard at the July 8, 2014 Building Board of Appeals meeting, your written appeal must be received by June 30, 2014. If you choose to appeal and your written appeal is received after June 30, 2014, your appeal will be heard at the August 12, 2014 Building Board of Appeals meeting. Failure by any person to appeal this determination within that time period shall constitute a waiver of right to an administrative hearing.

Please contact me if you have any questions.

Sincerely,



Brad Solon
Division Manager
Building Services

Reviewed and Acknowledged by:



Brett Limbaugh
Director, Community Planning and Services Department

Enclosure

cc w/enc.: Allison Marsland, Assistant City Attorney
Lyndon Bolt, Bolt Construction

Print

Rapid City, SD Code of Ordinances

15.04.140 Contractor licenses.

A. It shall be unlawful for any person to engage in any of the trades, business or occupations enumerated below in the city, or in any construction work pursuant to such trades, businesses or occupations in the city, without having first obtained a license from the city for the work authorized by such license.

B. General building contractor licenses are available for the following classes:

1. Class A, for construction of any and all types of structures;
2. Class B, for construction of detached single-family houses, attached single-family houses, and 2-family dwellings, as defined by the U.S. Census Bureau; or
3. Class C, as follows.

C. Class C trade licenses are available for the following classes:

1. Class PC - Plumbing contractor as provided in Chapter 15.24;
2. Class P - Plumber as provided in Chapter 15.24;
3. Class PA - Plumber's apprentice as provided in Chapter 15.24;
4. Class PW - Water softening contractor as provided in Chapter 15.24;
5. Class MC - Mechanical contractor as provided in Chapter 15.26;
6. Class MI - Mechanical installer as provided in Chapter 15.26;
7. Class MA - Mechanical apprentice as provided in Chapter 15.26;
8. Class MAS - Appliance specialist as provided in Chapter 15.26;
9. Class EC - Electrical contractor as provided in Chapter 15.16;
10. Class EM - Master electrician as provided in Chapter 15.16;
11. Class EJ - Journeyman electrician as provided in Chapter 15.16;
12. Class EB - Class B electrician as provided in Chapter 15.16;
13. Class EA - Apprentice electrician as provided in Chapter 15.16;
14. Class GC - Gas fitting contractor as provided in Chapter 15.20;
15. Class GF - Gas fitter as provided in Chapter 15.20;
16. Class GA - Gas fitting apprentice as provided in Chapter 15.20;

17. Class R - Roofing contractor; and

18. Class S - Sign contractor, defined as a proprietorship, partnership, firm or corporation who, for compensation, undertakes or offers to undertake the enlargement, alteration, repair, improvement, conversion or new construction of a sign for which a sign permit required.

D. Each applicant for every license and registration required by this title shall provide to the Community Planning and Development Services office the following information:

1. A completed application for the particular license desired available at the Community Planning and Development Services office;
2. A copy of the applicant's South Dakota excise tax license, as applicable;
3. The applicant's address and phone number;
4. If available, the name, address, phone number, and email of an agent residing in South Dakota;
5. For firms required to file organizing or incorporating documents with the Secretary of State, proof that it is a validly existing legal entity authorized to transact business in South Dakota;
6. Payment of the application fee as set by resolution of the Common Council; and
7. If applicable, a copy of any equivalent state license.

E. Each applicant for a general building contractor license, that is a firm and not a natural person, shall designate on the application at least 1 license holder who shall sit for the required examination, if applicable.

1. If the applicant is a firm, it may designate an officer or employee of the firm as license holder. A *FIRM* under this section is defined as a partnership, limited partnership, limited liability partnership, limited liability limited partnership, limited liability company, corporation or other legal entity.

2. An applicant may designate multiple license holders, all of whom, upon successful completion of the examination, shall be listed on the license issued to the contractor.

F. The Building Official shall have the right to require of an applicant proof of ability to perform satisfactorily in the business, trade or occupation for which the license or registration is applied for. Such proof of ability may be required to be evidenced in a fair and impartial manner by approved tests or by certification. Grandfathering of existing commercial contractors shall end 90 days from the effective date of this chapter. Any commercial contractors having obtained three commercial building permits in the past 36 months may be automatically licensed without the need for testing or certification. In some instances the Building Official, at his or her discretion, may waive the requirement for 3 building permits in 36 months.

1. Before a general building contractor license may be issued, at least 1 designated license holder shall be required to pass an examination as to his or her qualifications to perform building contracting. Applicants shall pay the examination fee for each exam.

2. Before a trade license may be issued to a firm, at least 1 designated license holder shall be required to pass an examination as to his or her qualifications to supervise the particular trade. The examination shall be given under the direction of the Building Official.

3. In lieu of the examination, the Building Official may accept proof that the applicant possesses a valid

current license in the relevant Class A and Class B license issued by any other governmental agency giving an examination, the scope and character of which, in the discretion of the Building Official, is at least equal to those tests given by the city.

G. Every applicant for every license shall present to the Building Official for review a valid certificate of insurance at the time of application. It shall be the duty of every licensee to continually maintain valid liability insurance. The minimum required general aggregate liability shall be \$1,000,000 with \$300,000 fire damage and \$1,000,000 each occurrence.

H. The following exceptions do not require a license:

1. Employees of a general building contractor license if they are under the supervision of a license holder.

2. A landlord personally performing work on residential property the landlord owns or manages when the landlord is acting as his or her own contractor, except work which would require a license under Chapters 15.16, 15.20, 15.24, and 15.26. A landlord may not build more than 1 single-family dwelling in a 3-year period without obtaining a contractor's license.

3. A homeowner who builds, constructs, alters, adds to or demolishes any building or structure or any portion thereof that constitutes the owner's residence or a building or structure accessory thereto that is intended for the owner's personal use. An owner may not build more than 1 single-family dwelling in a 3-year period without obtaining a contractor's license, provided he or she occupies the dwelling a minimum of 1 year after the final inspection is approved.

I. In accordance with South Dakota state law, proof of worker's compensation insurance shall be verified prior to the issuance of a license.

J. No licensee or landlord shall allow his or her name to be used by any other person directly or indirectly, either to obtain a building permit or to perform work under this code outside his or her supervision.

K. It shall be the duty of each general building contractor or trade license that is a firm to immediately notify the Building Official in writing upon the designation of a license holder or the termination or separation of a license holder listed on the contractor's license.

1. Upon the termination or separation of a designated license holder, the general building contractor license shall expire 10 business days following such separation or termination unless:

- a. There is another license holder listed on its license;
- b. The contractor immediately designates another license holder who has passed the examination; or
- c. The license is extended as provided herein.

2. The contractor may, within 10 business days of any such termination or separation, request in writing from the Building Official an extension of its general building contractor license, and the Building Official shall grant an extension for a period not to exceed 30 days from the date of termination or separation.

3. No contractor may be issued a new permit during the period where no license holder is listed on its

general contractors license.

L. Except as provided below, all Class A, Class B and Class C licenses issued under the provisions of this chapter are valid for 3 years except where state law defines time frame. Licensees failing to renew their applications prior to expiration have a 30-day grace period during which to renew before the license lapses. Licensees who fail to renew their license by the date of expiration or within the 30-day grace period shall be required to reapply for a new license, meeting all requirements of this code including passing an examination and paying all required fees. No renewal license may be issued until the licensee has completed the requirements for continuing education. No partial payment shall be received by the Finance Office for any license or registration fee, and the Finance Office is hereby prohibited from receiving any sum less than the amount required by the terms of the provisions pertaining to the particular contractor license applied for. The amount of the license fee will be determined by resolution of the Common Council.

M. All plumbing contractor licenses, plumber licenses, plumber's apprentice licenses, and water softening contractor licenses are valid for 1 year. Renewal applications may be filed 60 days prior to expiration of the license. Licensees failing to renew their applications prior to expiration have a 60-day grace period during which to renew before the license lapses. Licensees who fail to renew their license by the date of expiration or within the 60-day grace period shall be required to reapply for a new license, meeting all requirements of this code including passing an examination and paying all required fees. No renewal license may be issued until the licensee has completed the requirements for continuing education. No partial payment shall be received by the Finance Office for any license or registration fee, and the Finance Office is hereby prohibited from receiving any sum less than the amount required by the terms of the provisions pertaining to the particular contractor license applied for. The amount of the license fee will be determined by resolution of the Common Council.

N. Upon adoption of this chapter, the Building Official will honor existing licenses until they expire, at which time the licensee must comply with all requirements of this chapter prior to obtaining a license. If, when this chapter is adopted, an individual is performing work which did not require a license prior to adoption, but for which this chapter now requires a license, any such individual has 120 days in which to obtain a license before the Building Official will consider that individual to be operating without a license in violation of this chapter.

O. Upon receipt of a license approved by the Building Official, the Finance Officer shall issue a license to the applicant.

P. Proof of continuing education hours must be submitted by the applicant at the time of any license renewal application under this chapter. The continuing education requirement for license renewal of general building contractor licenses and trade licenses is as follows:

1. Six hours per license period for general building contractor licenses, sign contractors, roofing contractors, and licenses issued under the Mechanical Code found in Chapter 15.26.
2. For licenses pursuant to the electrical code and the plumbing code, per the requirements of the State of South Dakota.

Q. The class topics for continuing education shall include, but are not limited to:

1. Requirements of the building codes;

2. Local amendments to the Rapid City Code;
3. State of South Dakota amendments; or
4. Requirements for codes for any of the trades such as electrical, plumbing, mechanical, fire alarm, fire sprinkler, fencing, concrete, signs, lawn sprinkler, right-of-way, asbestos, drywall, roofing and excavation.

R. It shall be the duty of every person receiving a license or registration pursuant to this article to exhibit any such license or registration upon request of a law enforcement officer or a duly appointed representative of the city.

S. All trades listed in § 15.04.140.C must be licensed under this section, unless an exception applies. If a subcontractor is not licensed in violation of this section, the subcontractor and any general contractor are subject to sanctions as provided in this code.

T. It shall be within the discretion of the Building Official to suspend, revoke or refuse to issue or renew the license of any person who has been doing work without a permit as required by § 15.04.150.

U. It shall be within the discretion of the Building Official to suspend, revoke, or refuse to issue or approve any general building contractor or trade license if the Building Official finds the following:

1. Suspension, revocation or refusal to renew is in the public interest; and
2. Based upon evidence presented, the applicant or licensee:
 - a. Has filed an application for a license which is incomplete in any material respect or contains one or more statements which are false or misleading;
 - b. Has engaged in any fraudulent, deceptive, or dishonest act or practice in the performance of building contracting and/or the trade;
 - c. Has violated any applicable provision of this section, the Adopted Construction Codes, Rapid City Municipal Code, or state regulation or law;
 - d. Fails to maintain the requirements of licensure, including insurance, excise tax license or current phone and address as required by this chapter;
 - e. Fails to provide copies of records in his or her possession related to a matter under review;
 - f. Fails to pay fees in a timely manner;
 - g. Fails to respond to a lawful order or directive of the Building Official or the Building Board of Appeals; or
 - h. Fails to possess a valid state license for the particular trade, if such a license is required by state law.

V. A licensee who is the subject of a review by the Building Official shall cooperate fully with the Building Official. Cooperation includes, but is not limited to:

1. Responding fully and promptly to questions raised by the Building Official;

2. Providing copies of records in the person's possession relative to the matter under review, as requested by the Building Official; and

3. Appearing at conferences or hearings scheduled by the Building Official.

(Ord. 5959 (part), 2013; Ord. 5928, 2013; Ord. 5889 (part), 2013)

SUBMITTED
BY
RANA GRAHM



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

Community Planning & Development Services

300 Sixth Street

P: 605-394-4120 F: 605-394-6636

COMPLAINT FORM

Complaint Taken By: _____ Case #: _____
Date: _____

Property Address: - Residence Vacant Lot

X 4745 MANDALAY LN, RAPID CITY, SD 57701

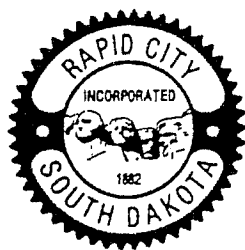
X Name of Complainant - Given Refused : RANA GRAHAM

X Address of Complainant - Given Refused : 4745 MANDALAY LN Rapid City, SD 57701

X Phone Number of Complainant - Given Refused : 605-858-9805

X **Nature of Complaint:** Poor Workmanship by Bolt Construction which I was promised would be fixed since they installed the roof incorrectly in the first place then in January London Bolt owner of Bolt Construction decided he would no longer fix the issues as there was nothing wrong with the roof. My mortgage escrow account would not issue payment to the contractor due to incomplete work & unsatisfactory work, so the contractor has placed a lien on me which was fraudulently done. In the city attorney's report London Bolt has admitted to not doing the job correctly. Please review all documents provided throughout the investigation as proof of the wrongdoings of this contractor.

Visible From the Public Right-of-way (Alley, Street, or Sidewalk): Yes No



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

OFFICE OF THE CITY ATTORNEY

300 Sixth Street

Allison O. Marsland, Assistant City Attorney
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e-mail: allison.marsland@rcgov.org

REPORT OF FINDINGS

TO: Mayor Sam Kooiker
Common Council

FROM: Allison Marsland, Assistant City Attorney
Keith L'Esperance, Risk Manager

DATE: May 14, 2014

RE: Roofing Permit issued for 4745 Mandalay Lane, Rapid City

On April 2, 2014, Rana Graham, the property owner of 4745 Mandalay Lane (the "Property"), presented concerns to the Legal and Finance Committee regarding her experience with the City and its staff pertaining to a re-roofing permit that was pulled by Bolt Construction in October 2013 to re-roof the Property. The Committee recommended, and the Common Council affirmatively voted to instruct City staff to investigate and make a report to the Council. Subsequent to the committee meeting, Mrs. Graham filed a claim form with Risk Management which pertained to the allegations she brought forward on April 2. The following is the requested report. Mrs. Graham's testimony to the committee on April 2 is not reiterated verbatim in this report. Rather, her identified concerns, and concerns raised by committee members are treated under separate headings.

It should be noted that at the committee meeting Mrs. Graham brought up concerns about the handling of a permit for a deck at the Property, which was installed by a different contractor previous to the re-roofing construction. The deck matter was not a part of this investigation, as that complaint was previously dealt with by the Building Services Division, and because the deck matter was not included as part of the claim that Mrs. Graham filed with the City.

Any questions about this report may be directed to Allison Marsland, Assistant City Attorney, and Keith L'Esperance, Risk Manager.

Interviews Conducted

Rana Graham	Complainant
Lawrence Graham	Complainant's Husband
Kathleen Dugan	Complainant's Mother
Lyndon Bolt	Owner, Bolt Construction
Sgt. Sue Fox	Rapid City Police Dept., Criminal Investigations
Brad Solon	Rapid City Building Official
Chuck Janson	Rapid City Code Consultant
Mike Pulkrabek	Rapid City Building Inspector
Nate Schweppe	Owner, Pro Exteriors
Trevor Schmidt	Salesman, Black Hills Exteriors
Aaron London	Project Manager for the re-roofing job at the Property Brief telephone interview conducted; Did not show for follow-up in-person interview
Dave Richins	Associate General Counsel for TAMKO Building Products

Timeline of Events

- October 13, 2013 Bolt Construction re-roofed the Property
- October 15, 2013 Bolt Construction applied for re-roofing permit for the Property
- November 15, 2013 Roofing permit for the Property expired
- January 2014 Building Services sent Bolt Construction a list of outstanding permits, including the re-roofing permit for the Property
- January 2014 Independent inspections of roof by agents from both Pro Exteriors and Black Hills Exteriors at the request of Rana Graham
- February 4, 2014 Bolt Construction sent Rana Graham a letter stating a mechanics' lien would be filed if the roofing bill was not paid within 7 days
- February 5, 2014 Scheduled City inspection at the request of Rana Graham; Building Inspector Mike Pulkrabek and Code Consultant Chuck Janson attempted to inspect the roof, but snow cover prevented inspection
- February 10, 2014 Mechanics' lien filed against the Property by Bolt Construction
- February 12, 2014 City inspected the roof, inspection conducted by Mike Pulkrabek and Chuck Janson; Chuck Janson called Lyndon Bolt to ask that the roofing affidavit be turned in "ASAP"
- February 12, 2014 Rana Graham filed a police report that alleged possible fraud and that alleged possible impropriety with a notarized signature on the Mechanics' Lien
- February 13, 2014 Chuck Janson noted the file "sent affidavit and waiting for pics" (Bolt e-mailed the pictures to the City Attorney's Office on 4/22/14)
- February 19, 2014 Building Official Brad Solon spoke with Lyndon Bolt and informed him the permit would be finalized.
- February 24, 2014 Brad Solon sent Lyndon Bolt a letter confirming that the re-roofing permit was "finalized".
- March 7, 2014 Pennington County State's Attorney's Office declines to prosecute for alleged improper notarized signature
- April 2, 2014 Rana Graham presented her concerns to the Legal and Finance Committee
- April 11, 2014 Rana Graham filed a claim form with Risk Management

Alleged Notification by City Staff to Bolt Construction re Mechanics' Lien

At the April 2 meeting, Mrs. Graham alleged that she had a discussion with Chuck Janson about Bolt Construction potentially filing a mechanics' lien because Mrs. Graham had not yet paid for the re-roofing job. Mrs. Graham has contended that she has not paid Bolt Construction as it is her position that the work is not completed. Mrs. Graham stated that she informed Chuck she had called the Pennington County Register of Deeds Office to confirm the deadline for Bolt Construction to file a mechanics' lien, and that she told Chuck the deadline was in a few days.

Mrs. Graham went on to allege that after the February 12, 2014 City inspection, fifteen minutes after he left her house Chuck called Lyndon Bolt. She stated that during that phone call Chuck warned Lyndon Bolt that he only had a few days left to file a mechanics' lien before the statutory time to do so would run.

Mrs. Graham stated that she was basing this assertion on the fact that the City's Building Service's file for her property includes a documented call by Chuck Janson to Lyndon Bolt on February 12, 2014. Chuck noted in the City's file that he called on that day, and his note states the following: "ASK (sic) LYNDON BOLT FOR AFFIDAVIT ASAP HE SAID HE WOULD GET ONE TO ME RIGHT AWAY".

Mrs. Graham brought up the alleged warning by Chuck to Lyndon Bolt at least five times during her testimony before the Legal and Finance Committee. She stated to the committee around the 1:02:55 mark that "because of this Inspector contacting this contractor and informing him that he only had a certain period of time, I will now in order to get this lien removed have to pay \$10,000 to a lawyer to take it to circuit court to get it removed."

UNFOUNDED: Re-canted by complainant – City is not liable.
City staff cleared of any wrongdoing.

It is very important to note that the investigation revealed that the conversation as described by Mrs. Graham in her appearance on April 2 did NOT occur. The lien was filed on February 10, 2014, and the inspection was not done until two days later on February 12, 2014. During Rana Graham's interview for this report, she stated that she had mixed up some of the dates when she was making her statements to the Legal and Finance Committee. She stated that she had realized after the committee meeting that the telephone call documented by Chuck to Lyndon Bolt was made after the mechanics' lien had already been filed.

Further, when interviewed for this report both Chuck Janson and Lyndon Bolt categorically denied that any conversation about the mechanics' lien ever took place between the two of them. Their respective statements were found to be credible.

In addition, Bolt Construction appears to have been well aware of the lien filing deadline, as it sent Mrs. Graham a letter on February 4, 2014, stating it would file a mechanics' lien if the bill was not paid within seven days.

Other Concerns Relayed Regarding City Staff

In addition to the matters addressed in this report, Mrs. Graham relayed concerns at the April 2 meeting regarding the demeanor and conduct of City staff. Also, the investigation revealed that two documents provided to City staff by Mrs. Graham at the February 12, 2014 inspection have been lost or misplaced.

FOUNDED CONCERN.

REMEDY: Personnel actions have been recommended for these two issues.

Personnel matters are confidential. Therefore, recommended actions are discussed in a separate confidential personnel report.

Allegedly Fraudulent Mechanics' Lien

At the April 2 meeting, Mrs. Graham alleged that the mechanics' lien filed by Bolt Construction on the Property was fraudulent due to potentially improper notarization of the lien at issue. Mrs. Graham alleged, and Lyndon Bolt confirmed, that he was in Arizona at the time the mechanics' lien was notarized here in Rapid City. Lyndon Bolt instructed his accounting firm to use his signature stamp to "sign" the lien, and a member of Lyndon Bolt's office staff then notarized the stamped signature.

Around the 1:02:40 mark Mrs. Graham states, "I did report this to the police, and it was a second class misdemeanor."

**FINDING: This issue is between the complainant and the contractor – City is not liable.
No charges were filed as a result of the police investigation.**

Sgt. Fox with the Rapid City Police Department, Criminal Investigation Division conducted the investigation after Mrs. Graham contacted the department to make a complaint.

Improper notarization would potentially lead to charges for violating one or more of the "Notaries Public" state statutes found in SDCL Ch. 18-1. Any potential charge stemming from the alleged acts would have been a class two misdemeanor. Because it was a potential violation of state law, after completing her investigation Sgt. Fox discussed the results with the Pennington County State's Attorney's Office.

It has been confirmed that the Pennington County State's Attorney's Office declined to prosecute the notary who notarized Lyndon Bolt's stamped signature.

Alleged Issues re Permit Finalization

At the April 2 meeting, Mrs. Graham brought forward concerns she had with the re-roofing permit, which are as follows:

1. The permit was issued after work commenced on her roof, and in fact the re-roofing was entirely completed prior to Bolt Construction obtaining a permit;
2. The permit expired before a City inspection had been conducted, or an affidavit with pictures had been turned in by Bolt Construction, and before being finalized; and
3. The permit was finalized after City Inspectors were shown items on the roof that were not to City code.

Each of these issues is treated separately below.

1. Permit issued after work was commenced.

As the timeline above confirms, the work was entirely completed prior to Bolt Construction obtaining a permit. Mrs. Graham and Lyndon Bolt both confirmed this.

FOUNDED CONCERN.

REMEDY: Double fee for the permit at issue.

Pursuant to Rapid City Municipal Code (“RCMC”) Section 15.04.300, a double fee must be paid for a permit if work is commenced prior to obtaining a permit where one is required.

Lyndon Bolt admitted during his interview that the work was commenced prior to obtaining a permit, and further added that he would be willing to pay the double fee if it was assessed against him.

It is RECOMMENDED that Building Services assess a double fee against Bolt Construction for the permit at issue.

It should be noted that in scenarios where the re-roofing is completed entirely on the weekend, as was the case here, under the current processes in place City staff would have no way of knowing at the time a permit is applied for that the contractor actually completed the work prior to pulling the permit. The permit application dates are entirely dependent on the contractor. In order to alleviate this issue, proactive measures would most likely be needed, such as making random stops at job sites in order to verify the proper permits have been obtained. For this reason, it appears there is currently no easy or feasible way to rectify this issue based on current staffing and resources available.

2. Permit expired prior to finalization.

As the timeline above confirms, the permit expired long before it was finalized.

FOUNDED CONCERN.

REMEDY: Timelier follow-up by Building Services, which is already happening.

During his interview for this report, Brad Solon relayed that the process for following up on expired permits involves Building Services staff generating a report from TRAKiT, which is the system the City uses to track permits, code cases, and scheduled inspections, etc. At the time this permit expired, which was in November 2013, staff had identified that there were issues with the TRAKiT system report used to track expired permits. Rather than send letters about expired permits with incorrect or missing permit information, Building Services made the decision to wait until the TRAKiT system reporting function at issue had been fixed.

The TRAKiT system issue was fixed sometime in December, and Building Services made a decision to send the expired permit letters to contractors in January, so that all expired but still pending permits that existed through 2013 year-end would be included in the report.

The foregoing are the reasons why Lyndon Bolt was sent a notice about the expired re-roofing permit at the Property in January 2014, even though the permit had expired in November 2013.

Since the TRAKiT report at issue has been fixed, Building Services now has a practice of sending to contractors on a monthly basis lists that include all expired but un-finalized permits. Once the notification letter has been sent, Building Services continues to follow-up by calling the contractors if the expired permits remain outstanding. When these calls are made, contractors are instructed to bring in an affidavit with pictures, or to schedule an inspection. Follow-up continues until an affidavit is received, or an inspection is scheduled and passed for code compliance.

3. Permit finalized after City staff were aware the roof did not comply with Code.

Present at the City inspection on February 12, 2014 were the following: Rana Graham; her husband Lawrence Graham; the two contractors from whom Rana Graham had obtained independent inspections – Nate Schweppe with Pro Exteriors, and Trevor Schmidt with Black Hills Exteriors; Building Inspector Mike Pulkrabek and Code Consultant Chuck Janson. Of those present, only Rana Graham did not go up on the roof.

The testimony of the people who were on the roof for the inspection was consistent: Nate and Trevor were showing Mike and Chuck the alleged issues with the roof that had been identified in the independent inspections. The interaction that day makes sense from the standpoint that Nate and Trevor had been up on the roof once already sometime in January 2014.

City Inspectors noted the following on the Inspection Report:

- Permit taken out on 10-15-13
- No inspection made as of 2-12-14 or affidavit provide (sic)
- Two shiners
- Used ARC. not 3 tab or starter
- Shingles sealing well

- Pro Exterior removed shingles

The timing of the permit being pulled on October 15, 2013, is addressed earlier in this report. Regarding the affidavit, as previously noted, when Chuck returned to City offices after the February 12 inspection, he called Lyndon Bolt and asked him to get the affidavit to the City “ASAP”. Bolt subsequently submitted a signed affidavit for the roofing job at the Property.

Regarding improperly placed and unsealed nails on the roof, commonly known as “shiners”, there was a difference of opinion between the two independent roofers and the two City Inspectors. All four individuals agreed that some “shiners” are typical and acceptable in roofing work, although what certain number of shiners that would be deemed acceptable was not indicated. Both independent roofers were of the opinion that the number of “shiners” in this particular instance, along with the other issues identified in their respective reports, warranted replacing the roof entirely. Both City Inspectors were of the opinion that the number of “shiners” in this particular instance fell well within what’s generally accepted in industry practice. As either independent roofer potentially stands to financially gain if granted a contract to re-roof the Property, the “shiner” question was not considered dispositive when turning on the question of the permit being finalized.

What is considered dispositive is the documented improper starter course.

FOUNDED CONCERN; Permit should not have been finalized.

REMEDY:

It is RECOMMENDED that Building Services “un-final” the permit at issue.

The operative building code for this re-roofing job is the International Residential Code (“IRC”), as the IRC is adopted for one and two family dwellings pursuant to RCMC Section 15.13.010. Chapter 9 of the IRC regulates “Roof Assemblies”. The International Code Council publishes the various building codes the City has adopted. The codes are copyright protected, and for this reason the City does not publish the regulations online, and it is for this reason that a copy of IRC Chapter 9 is not attached to this report. However, the applicable sections at issue in this matter are quoted for your convenience. Copies of all of the City’s adopted building codes, including the IRC, are available for review in the Building Services Division.

IRC Section 907 regulates “Reroofing”. IRC 907.1 states that “materials and methods of application used for re-covering or replacing an existing roof covering shall comply with the requirements of Chapter 9” – meaning the regulations in the rest of the chapter also apply.

The Improper Starter Course

IRC 905.1 “roof covering application,” states in part that “roof coverings shall be applied in accordance with the applicable provisions of this section *and the manufacturer’s installation instructions.*” (emphasis added). By all accounts the shingle product used by Bolt Construction to re-roof the Property was the Tamko Heritage 30 year architectural shingle. The shingle packaging

has instructions printed on it. The package instructions include a statement that the most current application instructions can be found online at the manufacturer's website.

The application instructions for Tamko's Heritage asphalt shingles that are available online state that a starter course "[m]ay consist of TAMKO Shingle Starter, TAMKO 10-inch Starter or self-sealing 3-tab shingles." None of these manufacturer approved methods was used for the starter course for the re-roof at the Property. As is listed on the City's inspection form, regular architectural shingles were used in making a starter course.

The TAMKO instructions state the starter course "may consist of" . . . , which would seem to imply that other starter course methods "may" be used. However, Nate Schweppe, Trevor Schmidt, Chuck Janson, Mike Pulkrabek, and Lyndon Bolt all stated that the starter course method used to re-roof the Property was not proper. In fact, Lyndon Bolt stated during his interview that he "got on his guys" regarding the starter course, and that he didn't know why his crew used architectural shingles as a starter course instead of one of the approved methods, which is Bolt Construction's regular practice.

The affidavit that was submitted by Bolt Construction to the City attested, in part, that the re-roofing "was properly installed as per manufacturer's instructions and per Chapter 9 of (sic) IRC". The affidavit was submitted to the City after the February 12, 2014 inspection, which revealed that Bolt Construction "used ARC. not 3 tab or starter." At the time the affidavit was submitted, City staff knew or should have known that the starter course on the roof had not been installed per manufacturer instructions, as the starter course used was not proper nor accepted practice in the roofing industry. The starter course used in this instance was not compliant with the code. As such, the permit at issue should not have been finalized.

Recommendation to Un-Finalize the Permit

As discussed, the permit should not have been finalized, and it is recommended that the permit be "un-finalized."

Pursuant to subsection B. of RCMC 15.04.250 "inspections generally":

Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code, the Adopted Construction Codes, or other city ordinances. Inspections presuming to give authority to violate or cancel the provisions of this code, the Adopted Construction Codes, or other city ordinances shall not be valid.

Based upon the findings of this report, the starter course was not installed pursuant to code, and therefore the finalization of the permit was not valid. As such, Building Services is authorized under RCMC 15.04.250 (B.) to change the status of the permit and "un-final" it.

Further, pursuant to RCMC 15.04.310:

The Building Official or his or her duly authorized representatives shall, upon substantiated evidence of violation of any provision of this title, issue written notice to the owner, contractor, lessee, firm, corporation or other individual(s) responsible for the violation to correct same. Such corrective work shall start within 30 days and finish within 60 days, or as otherwise determined by the Building Official. Any corrective work related to a roofing permit must be finished within 30 days.

Pursuant to RCMC 15.04.310, based upon the findings of this report the Building Official is required to notify Bolt Construction in writing to correct the identified code violation, the improper starter strip. As it is corrective work related to a roofing permit, the work must be commenced within 30 days, and completed within 30 days after commencement.

Facilitation of the correction is between Mrs. Graham and Bolt Construction. However, it should be noted that Mrs. Graham has stated that she will not allow Bolt Construction back onto her property. The City's primary concern is that the roof is done properly, and Building Services staff should continue to follow-up as the permit will not be finalized until the identified correction has been made. The contractor selected to correct the work and determination of who will pay for those services is between Mrs. Graham and Bolt Construction.

Note about the Visible Hail Damage

Mrs. Graham discussed what she described as hail damaged flashing at the April 2 committee meeting. Alderwoman Charity Doyle corroborated these statements when she informed the committee around the 1:14:50 mark that she "could see from the street" that what she described as the flashing was hail damaged, and that it had not been replaced.

In speaking with the roofers and City staff involved in this matter, it has been confirmed that what is visible from the street is actually what's referred to as "gutter apron," not flashing. Gutter apron, as the name implies, is part of the installation for gutters on residences.

Regarding gutters, the IRC states the following: "R801.3 Roof drainage. In areas where expansive or collapsible soils are known to exist, all dwellings shall have a controlled method of water disposal from roofs that will collect and discharge roof drainage to the ground surface at least 5 feet (1524 mm) from foundation walls or to an approved drainage system." While the IRC requires a roof drainage system (in other words, a gutter system) in certain instances, it does not go further and regulate the quality of the materials or the installation methods that may be used. Further, the City does not permit for gutter installation.

FINDING: For these reasons, the visible hail damage on the gutter system at the Property is an issue that is between Mrs. Graham and the contractor.

Roofing Inspection Policies and Procedures: Current Practice and Reasons Therefore

Affidavit in Lieu of Inspection

The roofing affidavit in lieu of inspection exception was adopted at the time the roofing permit requirement was adopted. It was put in place in order to allow roofing contractors to work evenings and weekends. Otherwise, the roofing work would need to stop at the point the ice and water shield was installed in order for the City to conduct an on-site inspection. (See RCMC 15.04.270 "approval required": "work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Official"; and RCMC 15.04.250 "inspections generally": "[c]onstruction or work shall remain accessible and exposed for inspection purposes until approved by the Building Official.")

Under code, an ice and water shield (also known as an "ice dam" or an "ice shield") is required to be installed on new roofs and when re-roofing occurs. The codes that regulate roofing are the aforementioned IRC which applies to one and two family dwellings, and the International Building Code which "[i]s adopted for all occupancies except 1- and 2-family dwellings". In all cases, "if the ice dam is not inspected, the contractor shall provide an affidavit that the ice dam was installed properly."

In addition to the ice dam certification set-out in ordinance, the affidavit form includes a certification by the contractor that the roof "was properly installed as per manufacturer's instructions". Also, Building Services has adopted the practice of requiring pictures along with the affidavit to add an extra measure of verification that the work completed was carried out on the structure listed on the permit. Contractors who submit affidavits are asked to submit three pictures: one showing ice and water shield to verify it was installed, one showing the structure from the perspective of the street to verify it is the structure listed on the permit, and one showing the perspective of the neighborhood to further assist staff in verifying it was the correct structure. The types of pictures requested are not set-out in writing or in ordinance, but are requested verbally from contractors by Building Services staff.

As stated, neither the certification in the affidavit that the roof was installed per manufacturer's instruction nor the picture requirement is set-out in City ordinance. However, pursuant to RCMC 15.04.030, both practices fall under the authorization of the Building Official to set rules and regulations in conformance with the intent of City ordinance and the Adopted Construction Codes. RCMC 15.04.030 "Authority of Building Official" in relevant part states that:

The Building Official shall have the power to render interpretations of this title and to adopt and enforce rules and supplemental regulations in order to clarify the application of its provisions. Such interpretations, rules and regulations shall be in conformance with the intent and purpose of this code and the Adopted Construction Codes.

Under the authority granted pursuant to RCMC 15.04.030, the Building Official has adopted supplemental regulations for re-roofing in requiring a certification via affidavit that a roof was installed “per manufacturer’s instructions”, and in requiring certain pictures of the roofing work in order to verify code compliance.

In cases where the affidavit exception is utilized, contractors are not required to have an on-site inspection of the roofing job.

On-Site Inspection Practices

Turning to on-site inspections, it is the practice of Building Services to inspect the following elements of a roofing job at the site:

- Ice shield – in order to verify that it was installed;
- Building paper – in order to verify that it was installed; and
- Tear off – in order to verify that the old shingles were torn off (the building paper verification aids in this regard, because the building paper cannot be put down until the tear off is complete).

City building inspectors verify the ice shield, building paper, and tear off elements from ground level from the front of a structure. If possible, the building inspectors go around to the back of the structure to verify the ice shield, building paper, and tear off elements from the ground level from that perspective. Upon occasion, building inspectors will look at the installation instructions printed on the wrapper of the shingle packaging, and will then look up to see if the manufacturer instructions are being followed. However, this practice is not followed on a regular basis.

If it is determined that any of the elements listed above are not done, or have been done incorrectly by the contractor, the building inspector notifies the contractor. The notification includes the corrections to be made, and informs the contractor that the work will not be passed until said corrections are made. Sometimes, the corrections require tear-off of materials that have already been put on the roof, as the materials were not put on correctly. Building Services practice is to follow-up on such required corrections with follow-up inspections to verify the work was corrected.

Once the building inspector determines that all of the aforementioned elements have been completed correctly, the work passes the interim inspection. The permit would not be finalized at that time, however. It is the practice of Building Services to verify that the roofing work was completed entirely. Sometimes, this second inspection takes place after the contractor calls for a final inspection. Very often, the contractor does not call. Because of this, it is the practice of Building Services to print a report on a monthly basis of the roofing permits that passed interim inspection but have not yet been finalized. On-site inspections to verify the roofs were completed are then conducted.

At these second “final” inspections, building inspectors look to verify the roof is completely done, that any dumpsters have been removed, and to check from the ground that the roof was installed properly. There are times when needed corrections are identified at these final inspections. When such is the case, Building Services notifies the contractor, and additional follow-up occurs until the corrections have been made.

Whether more Thorough Inspection Practices are Warranted

As has been discussed, the roofing regulations require that installation is made “per manufacturer’s instructions.” This would seem to have a tendency to lead one to believe that when City building inspectors finalize a roofing permit that the City is signing-off on the roof, so to speak. As Alderwoman Doyle stated during the April 2 committee meeting around the 1:09:34 mark, citizens have communicated to her that if a roof is signed-off by the City, it is expected that it was done correctly.

Under current practices:

- In cases of roofing permit finalization via affidavit, the City is relying entirely on the word of the contractor that the roof was installed pursuant to City code and manufacturer instruction.
- In cases of on-site inspections, the City is relying on eyes on the ground, not up on the roof for a closer inspection.

A public policy balance must be struck among the competing factors of:

- Providing protection to the public;
- Safe and cost effective roofing inspection practices; and
- Inspection practices that allow for flexibility for the business community.

The Question of on-the-roof Inspections:

City Inspectors do not go up on the roof to conduct an inspection, except in atypical scenarios such as the inspection conducted at Mrs. Graham’s home – where there is a specific request for an on-the roof inspection. Even then, Building Services requires the property owner to sign a waiver before City staff will go up on the roof.

There are many reasons why on-the-roof inspections are not the practice of Building Services. Staff safety is of the utmost importance to the City. There are inherent risks of potential physical injury to City staff with getting up on a roof, walking around on the roof to conduct an inspection, and then getting back down from the roof. In addition, there are potential risks to the property owner, including being named in a lawsuit should a City employee become injured during the inspection, or accidental property damage to the roof during the inspection.

Secondary to safety concerns is the issue of cost. Each on-site ground-level roofing inspection is estimated to take about 20 minutes (10 minutes of drive-time, and 10 minutes of time to inspect). Going up on the roof of each home in the City for which a roofing permit is

pulled is simply not feasible with the number of building inspectors employed by the City. Building Services estimates that on-the-roof building inspections would take about 30 minutes (10 minutes of drive-time, and an average of 20 minutes of time to inspect). There were approximately 1844 residential roofing permits pulled in 2013. An on-the-roof inspection on each of those roofs would have taken approximately 300 additional hours of staff time when compared to the average time required for a ground-level inspection.

In addition, there may be special equipment the City would be counseled to purchase in order to ensure employee safety, and in order to satisfy the City's insurance carrier (e.g. harnesses, or City-owned ladders). Further, verifying on-the-roof that it was installed "per manufacturer's instructions" would imply a significantly higher amount of staff time in preparing for the inspection and scrutinizing of the roof by the building inspector. Building inspectors would be expected to be versed in all of the various roofing products on the market in order to effectively inspect on-the-roof for each detail required by the manufacturer's instructions. The amount of additional staff time required for such an endeavor for each inspection is not known.

For the foregoing reasons, it is not recommended that roofing inspection policy be changed to require on-the-roof inspections.

The Question of Affidavits in Lieu of Inspection:

As previously mentioned, the affidavit in lieu of inspection process was put in place at least in part to allow roofing contractors to work evenings and weekends. In speaking with Building Services staff, it was the local roofing contractors that requested this exception at the time the roofing permit requirement was put in place.

Because of the climate in Rapid City, there are a limited number of prime roofing days. Being able to only partially complete a roof when roofers are working during non-City working hours in order to meet the inspection requirement in the code would severely hamper the productivity of the roofing contractors. In addition, it is possible homeowners would also be unhappy, as roofers may need to leave a job half-done on a Saturday to wait for an inspection on Monday, only to have the weather turn on Sunday and negatively impact the quality of the new roof.

Turning to the potential time-impact component, repealing the affidavit exception would require additional staff-time, as additional on-site inspections would take place. At the April 2 committee meeting around the 1:11:20 mark, Brad Solon estimated that approximately one-seventh of the roofing permits were finalized via an affidavit. In 2013, that would have equated to approximately 263 additional on-site roofing inspections, for total additional staff-time of approximately 87 hours. Based on these numbers, it appears that Building Services could reasonably accommodate the additional on-site inspections under current staffing levels.

Whether or not the City should keep the current affidavit process, or do away with it and require on-site ground-level inspections in all cases is a policy question for the Council to decide. As indicated, it appears Building Services could accommodate the additional inspections.

However, it is assumed local roofing contractors, and possibly homeowners, would resist repealing the affidavit process.

Conclusion regarding Current Policy:

The roofing permit regulations were put in place in order to protect the public from the so-called “fly-by-night” companies that roll into town after storm events. There is a measure of protection to the public in place by virtue of the fact that roofing contractors must be licensed, and must obtain permits, which are followed-up on, sometimes extensively depending on the circumstances. As stated, it is recommended that on-site roofing inspections remain on-the-ground, and not on-the-roof inspections. Whether the affidavit process should remain is a policy question.

Upon review of the processes currently in place, it seems the current practices of Building Services in carrying out the requirements of the roofing ordinances are striking a good balance. The licensing, permitting and on-the-ground inspection processes provide a measure of protection to the public from un-licensed contractors, and help ensure the standards set out in the code are being met. At the same time, the affidavit process provides flexibility for the business community that ensures licensed roofing contractors can work evenings and weekends during good roofing weather.

Human error on the part of City staff and business practices on the part of contractors have the potential to create difficulty for homeowners who have contracted for construction services. This is true no matter how strict or thorough the regulations at issue may be. Further, quality of workmanship is between the contractor and the homeowner. The codes set-out the minimum standards that must be met, and City inspections verify that the construction meets code.

Conclusion regarding 4745 Mandalay Lane:

In the matter at hand, Building Services follow-up on the roofing permit for 4745 Mandalay Lane should have been timelier, and the permit should not have been finalized because of the non-code compliant starter course. As Alderwoman Doyle stated at about the 1:18:04 mark at the April 2 committee meeting: “the process as it was intended is good, and solid, it should work. I think this is a case where it’s not working.”

Alderwoman Doyle was correct, in the case of the roofing permit at 4745 Mandalay Lane, the process didn’t work the way it was intended to work. As previously discussed, the remedy for that is to “un-finalize” the permit, and to order the correction of the identified code violation. As previously stated, facilitating the correction is for Mrs. Graham and Bolt Construction to work out between the two of them.

It is recommended that Building Services reviews this report, and instructs staff accordingly regarding roofing inspections going-forward.

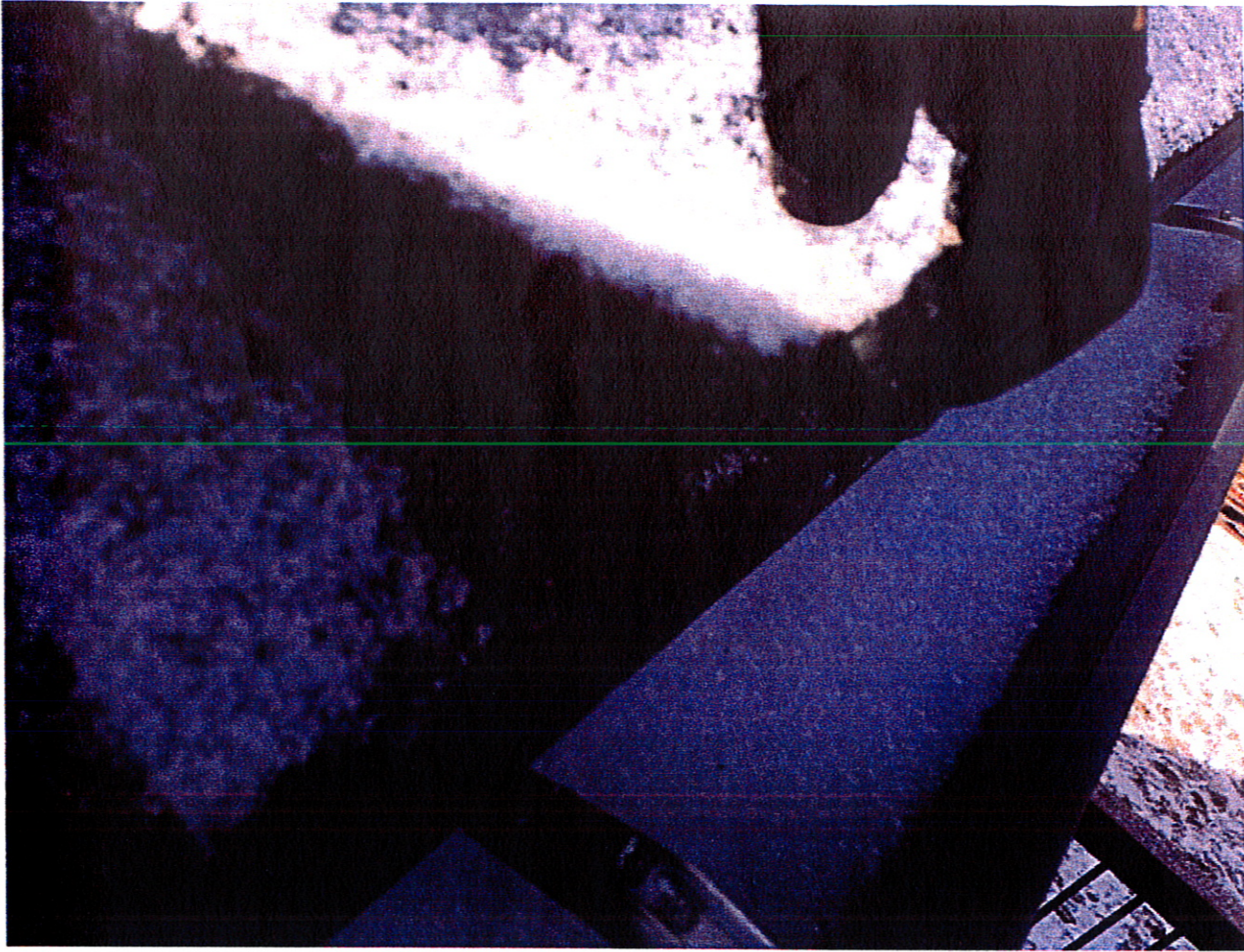
Lunde Stacy

From: Lyndon Bolt [lyndonb@boltcompaniesinc.com]
Sent: Wednesday, April 23, 2014 10:57 AM
To: Marsland Allison
Cc: L'Esperance Keith
Subject: Fwd: Grahm Roofing pictures

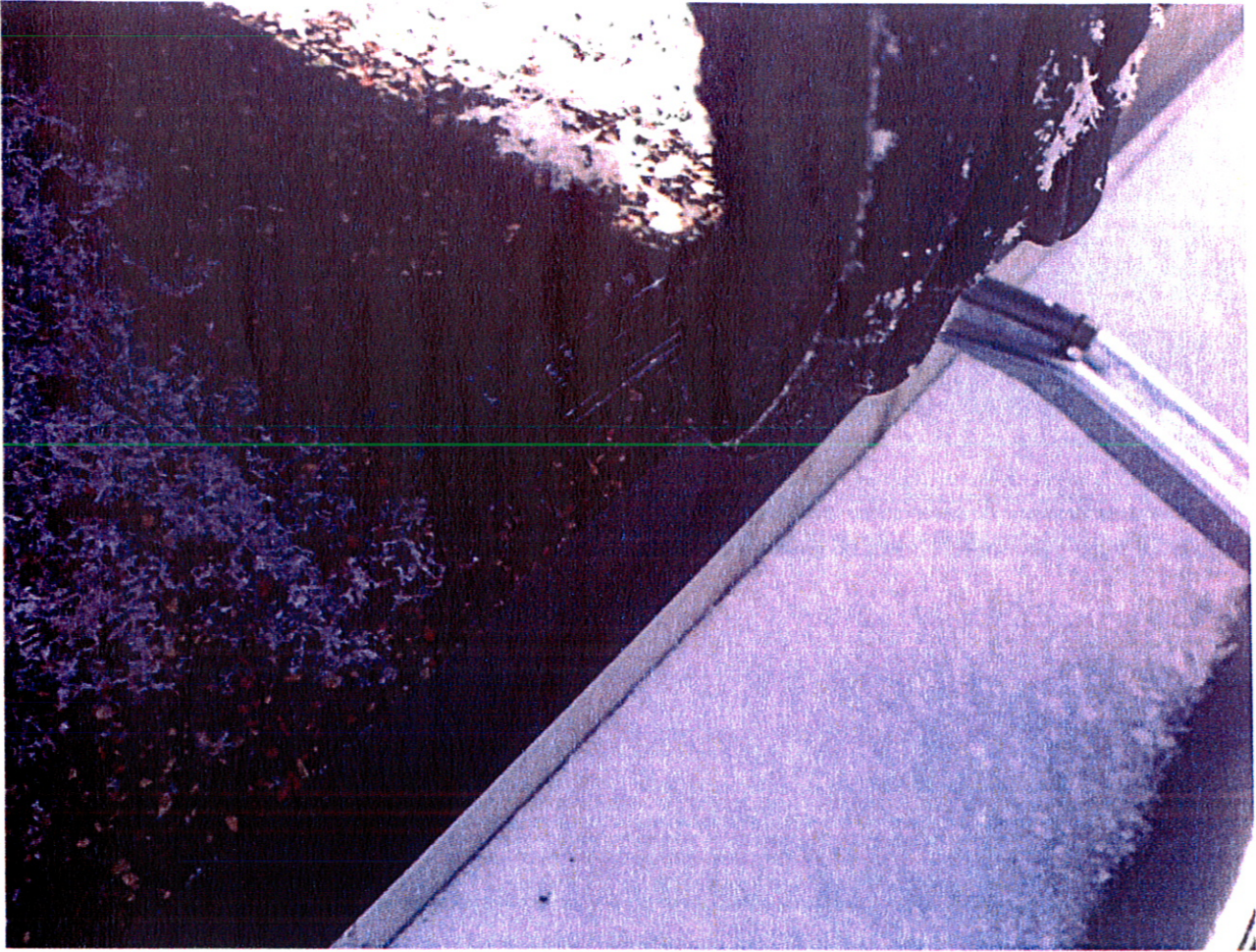
here are the pic that joshkenner got of rana grahms roof and i called jeff richy at tamko building products i ask that he give you a call about the letter they gave us
thx lyndon bolt bolt const

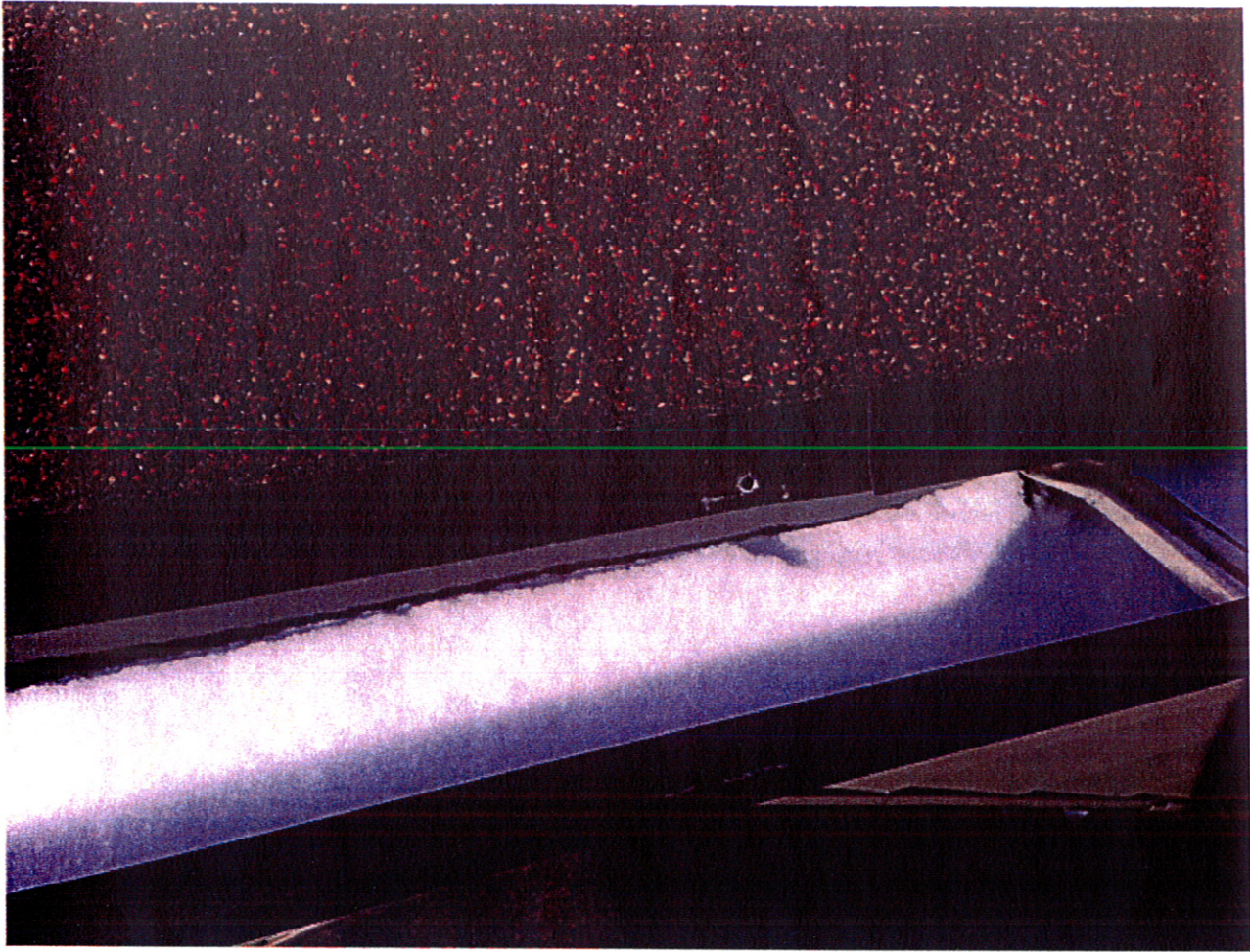
Begin forwarded message:

From: Bolt <joshk@boltcompaniesinc.com>
Date: April 22, 2014 4:34:31 PM MDT
To: lyndonb@boltcompaniesinc.com
Subject: Grahm Roofing pictures



Notice the amount of snow on the roof. I shouldn't of even of got up on the roof. Sketcky!





- 1) Letter from Pana Graham to Lyndon Bolt
- city 2) Bolt's Certificate of Completion
- city 3) Letters sent to Pana Graham from Lyndon Bolt
- city 4) Mechanics Lien
- 5) Original estimate & invoices all different
- 6) latest invoice & monthly interest charges
- 7) Final Statement with additional interest
- city 8) first & 2nd City inspection report
- city 9) Permit details & city inspectors logged calls
- city 10) Residential Re-Roof building permit info
- city 11) building permit info continued
- city 12) Letter from Brad Solon to Lyndon Bolt
- city 13) letter to Planning dept. with Affidavit
- city 14) Original building permit applied for after work
- 15) Tamko standard warranty letter with warranty
- 16) Affidavit of Jeff Richey, Tamko
- city 17) Police Report reference Lien
- 18) Deputy States Attorney letter with statement
- city 19) Pro Exteriors roofing report & pictures
- city 20) Black Hills Exteriors report & pictures

①

Rana Graham
4745 Mandalay LN
Rapid City, SD 57701

02/18/2014

Bolt Construction
Lyndon Bolt
2317 Creek DR
Rapid City, SD 57703

Mr. Bolt

I am writing to you to inform you of the pending action I will be taking against your company for the unsatisfactory work your company did replacing my roof and guttering. I have reports stating there are numerous issues with the way the shingles were laid, along with pictures.

I also am queering your invoice as Aaron Londons estimate says 27.45 sq and I asked you on January 21, 2014 if you would have someone re-measure my roof as I believed with Aarons dishonesty on the amount of guttering that was done that his measurement might be inaccurate. You told me you would, but did not have this done. I will also say that there was several packs of shingles left when the roof was supposed to have been finished, which Aaron loaded into the back of his truck 3 days later, I am sure these were the shingles I have been Invoiced for.

I have asked several times for a signed contract which you have failed to supply, that reason being is I never signed one.

The completion certificate you sent is also false as the work was not completed October 14, 2013 as the guttering had not been done yet, that was completed in November and it was your wife who had to arrange that when I called to ask why i had gotten an invoice for work that had not been completed. Aaron then called me to say i should never have received the invoice as the gutters were not done yet. He also told me a crew were supposed to have come out and fixed the roof since they installed it wrong. Aaron showed up to my house the following day with Josh and told me since the last crew had not showed up he would send a crew out later that day to fix the roof. No one showed up yet again. I left numerous messages on Aaron's answering service to call me as the roof had not been fixed yet, he ignored them and did not respond.

Bolt Construction have invoiced me for all the edge metal and gutter apron and gutters which I have pictures showing these were not replaced and the hail damaged ones were left, this I believe is fraud. My Mortgage company have refused to issue you payment for the work that has not been completed or done in a satisfactory manner.

Reference your letter dating 02/13/14 stating that you, a Tamko Representative, and Building Inspector will be coming to my home, I am informing you that you or anyone from Bolt Construction due to your unruly and dishonest behavior that your company have shown me are not welcome at my property 4745 Mandalay Lane, however I will allow a Tamko Representative who can provide documentation of who they are and a City Inspector to inspect my roof. If you in anyway try to access my property I have been informed by the authorities that you will be tress-passing and will have no choice but to contact them and have you arrested or removed.

I have given Bolt Construction plenty of opportunity to resolve this and fix my roof, since October 14 2013, when I contacted Aaron London to inform him there were issues, you failed to honor your contractors warranty. I have also found that yourself and Aaron London acted in an unprofessional manner by badmouthing and slandering Black Hills Exteriors and Pro Exteriors just because they came to my property and did reports on the issues with the roof, this is not a behavior an owner should take about other Companies. This being another reason I do not want you to come or carry out any further work to my property. I will be instructing another Roofing Company to replace the roof and the guttering.

As you should be aware by now I have filed legal proceedings against you and your company as I believe you fraudulently placed a Mechanics Lien on my property. I am giving you seven days to remove the Lien and to withdraw any balances you say I owe you for the work that your company have done due to it not being completed in a satisfactory manner or replaced materials which you invoiced me for. If you do not agree with this then I will just move forward with the legal proceedings I have already set in motion.

I am enclosing pictures, reports, a report from the City confirming they never inspected the roof or an affidavit was ever issued to them.

Sincerely,

Rana Graham

2

CERTIFICATE OF COMPLETION / RELEASE OF LIEN

The work performed at 4745 MANDALAY LN. RAPID CITY, SD 57701
(ADDRESS)

was completed in a satisfactory manner on OCTOBER 14, 2013
(DATE)

By signing below, you are authorizing release of final payment on the project (if final payment will be paid by the insurance company). If this project is being paid by the homeowner, you are agreeing to make payment per the original contract terms. Upon receipt of payment in full, we will release any liens which may exist. Further, we affirm all materials and subcontractors have been paid in full.

HOMEOWNER

BOLT CONSTRUCTION

(PRINTED NAME)

Josh Kenne

(PRINTED NAME)

(SIGNED)

[Signature]

(SIGNED)

ORIGINAL (WHITE) - BOLT CONSTRUCTION COPY

YELLOW - HOMEOWNER COPY

3



Bolt Companies, Inc.
2317 Creek Dr
Rapid City, SD 57703

January 31, 2014

Rana Graham,

This invoice has been adjusted per your conversation with Lyndon Bolt of Bolt Companies Inc., for the property located at 4745 Mandalay Lane, Rapid City, SD 57701. Product used was TAMKO 30-year asphalt shingles.

This work was done in good faith without the minimum 10% payment requirement made. This invoice was prepared on October 14th, 2013 with an original amount of \$9,860.57. The corrected invoice in the amount of \$9,034.11 and is due upon receipt.

Please note that the Tamco warranty will be void/non effective if the balance is not paid in full. The representative for Tamco will come to review the work and product warranty when he comes in the spring. Weather conditions will affect when he is in town.

Sincerely ,

Alison Grohs
Office Manager
Bolt Companies, Inc
605 -718 - 5673 Phone
605 -791 - 4471 Fax



Bolt Companies, Inc.
Lyndon Bolt
2317 Creek Drive
Rapid City, SD 57703

02/04/2014

Rana Graham
4745 Mandalay Lane
Rapid City, SD 57701

Mrs. Graham,

I am writing this letter to inform you of the pending action that will be taken for payment not paid in full for the enclosed invoice # 13045 date October 14th, 2013.

This invoice is for Shingles your home at 4745 Mandalay Lane, Rapid City, SD. Product used was Tamko 30 year warranty.

This work was done in good faith, with payment due at the end of the job. As of this date February 4, 2014 no payment as been received with a total outstanding balance of \$9,034.11.

We will be exercising all legal recourse allowed by South Dakota Law. We will be filling mechanics lien on the home at 4745 Mandalay Lane . These actions will take place within (7) Seven days of the receipt of this letter if we do not receive payment in full. 2/12/14

Sincerely ,
Lyndon Bolt
President
Bolt Companies, Inc

911 W. Boulevard
Rapid City, SD 57701

Proudly serving western South Dakota since 1969!

ph. 605.718.5673
fax. 605.791.4471



Bolt Companies, Inc.
Lyndon Bolt
2317 Creek Drive
Rapid City, SD 57703

02/13/2014

Rana Graham
4745 Mandalay Lane
Rapid City, SD 57701

Mrs. Graham,

I am writing this letter to inform you that on Monday February 24 at 11:00 a.m., the Tamko Representative, City Building Inspector, along with my self will be at your home located at 4745 Mandalay Lane, Rapid City, SD 57701 to review and inspect the work that was preformed on your roof. This notification is so that you can make arrangements to be present should you choose to do so.

Sincerely,
Lyndon Bolt
President
Bolt Companies, Inc

911 W. Boulevard
Rapid City, SD 57701

Proudly serving western South Dakota since 1969!

ph. 605.718.5673
fax 605.791.4471

(A)



This Document prepared by:

Kari V. Bolt
2317 Creek Drive
Rapid City, SD 57703
605-718-5673

MECHANIC'S AND MATERIALMAN'S LIEN

Notice is hereby given that Bolt Construction or Bolt Companies inc., lien claimant, whose post office address is 2317 Creek Drive, Rapid City, South Dakota 57703, intends to claim and holds a lien in the amount of Nine Thousand Thirty Four Dollars and Eleven Cents (\$9,034.11), With interest thereon from and after October 14, 2013, at the rate of ten percent (10%) *per annum* from and after October 14, 2013, which sum comprises the balance due and owing to lien claimant for materials, supplies and labor furnished to Rana Graham, 4745 Mandalay Lane, Rapid City, South Dakota, 57701, which is for materials, supplies, and labor all as set forth by the statement attached hereto, incorporated into improvements to real estate located on the real property as hereinafter described:

South Pointe Subdivision, Block 2; Lot18; Pennington County, South Dakota

An itemized statement of the account upon which this lien is claimed is hereto attached and made a part hereof as though fully and completely set forth herein, and is, by this reference, incorporated as a part of this statement. This lien is claimed for the sum of Nine Thousand Thirty Four Dollars and Eleven Cents (\$9,034.11), plus interest at the statutory rate of ten percent (10%) *per annum* from and after October 14, 2013 all as first noted above.

911 W. Boulevard
Rapid City, SD 57701

Proudly serving western South Dakota since 1969!

ph. 605.718.5673
fax 605.791.4471

Dated this 10th day of February, 2014.

Bolt Companies, Inc.
By: Lyndon T. Bolt
Lyndon T. Bolt
President
Bolt Companies, Inc.
2317 Creek Drive
Rapid City, SD 57703

STATE OF SOUTH DAKOTA)
 : SS
PENNINGTON COUNTY)

Lyndon T. Bolt, being first duly sworn, says that he is the President of Bolt Companies, Inc., the lien claimant mentioned in the foregoing Mechanic's and Materialman's Lien; that he has read the aforesaid Mechanic's and Materialman's Lien and knows the contents thereof; that he has knowledge of all the facts therein stated; and that said Mechanic's and Materialman's Lien and knows the contents thereof; that he has knowledge of all the facts therein stated; and that said Mechanic's and Materialman's Lien is in all respects true.

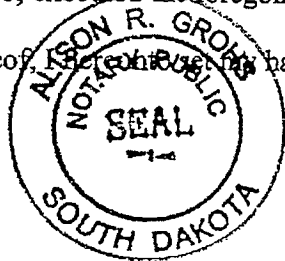
Dated this 10th day of February, 2014.

Lyndon T. Bolt
Lyndon T. Bolt
President
Bolt Companies, Inc.
2317 Creek Drive
Rapid City, SD 57703

STATE OF SOUTH DAKOTA)
 : SS
PENNINGTON COUNTY)

On this 10th day of February, 2014, before me, the undersigned officer, personally appeared Lyndon T. Bolt, who acknowledged himself to be the President of Bolt Companies, Inc., the aforesaid lien claimant, and that he, as such officer, being authorized to do so, executed the foregoing instrument for the purposes therein contained.

In Witness Whereof, I have set my hand and official seal.



Alison R. Gross
Notary Public, South Dakota
My Commission Expires: 01/11/17

ACKNOWLEDGEMENT BY INDIVIDUAL

STATE OF SOUTH DAKOTA,

County of Pennington } ss.

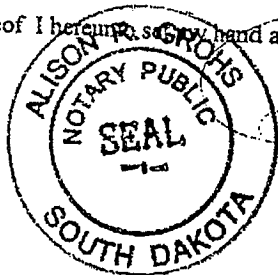
On this the 10th day of FEBRUARY, 2014, before me,

ALISON R. GROHS, the undersigned officer, personally appeared

LYNDEN T. [Signature]

known to me or satisfactorily proven to be the person whose name _____ subscribed to the within instrument and acknowledged that _____ he _____ executed the same for the purposes therein contained.

In witness whereof I hereunto set my hand and official seal.



[Signature]

Notary Public
Exp. 02/17/17

ACKNOWLEDGEMENT BY CORPORATION

STATE OF SOUTH DAKOTA,

County of _____ } ss.

On this the _____ day of _____, 20____, before me,

_____ the undersigned officer, personally appeared

_____, who acknowledged himself/herself to be the

_____ of _____

a corporation, and that _____ he, as such, _____

name of the corporation by himself/herself as _____

In witness whereof I hereunto set my hand and official seal.

Title of officer

1st invoice

5

Estimate

Bolt Construction

2317 Creek Dr. Rapid City, SD 57703
Office: 605.718.5673 Fax: 605.791.4471

Date: September 24, 2013
Estimate No: 13213
Claim #:

For: Rana Graham
Mandalay Ln.
Rapid City, SD 57701
(605) 858-9805

Sales Representative:
Email Address:
Cell Phone:
Install Date:

Code	Description	Quantity	Rate	Amount
A1 - TAMKO 30	Remove & dispose of single layer of shingles, install Ice & Water shield (per Code) and new layer of 15# synthetic underlayment. Install TAMKO Heritage (30yr.) architectural shingle and replace all pipe boots, roof vents and Style "D" edge metal & gutter apron. All edge metal color to be Mocha. Shingle color- To be determined. Install Ridge Venting (per lineal ft.)	27.45	\$295.00	\$8,097.75
A3 - Ridge Vent		60	\$4.00	\$240.00
BB2- 8,001-8,000	Residential Building Permit	1	\$108.00	\$108.00
SUBTOTAL FOR MAT. TAXES	Approx materials sales tax = \$243.00	1	\$243.00	\$243.00
G990 - 5" R & R Gutter	Remove & Recycle old gutter. Install new 5" seamless aluminum gutter (.032 gauge) - Color: Mocha	195	\$5.65	\$1,101.75

Project Notes:

- 1.) All gutters and job sites will be cleaned at job completion.
- 2.) We try our best to reinstall roof mounted television dishes in their previous location, however you may have to contact your service provider to recalibrate your dish.
- 3.) If your home has skylights, we are not responsible for interior repairs necessary. These will be addressed on a case-by-case basis.

If you have questions or concerns on your project, please feel free to ask. Thank you for your consideration!

Subtotal	\$9,790.50
Excise Tax (2.04%)	\$199.73
Total	\$9,990.23

X _____
Signature authorizing work to proceed

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

2nd Invoice

Invoice

Bolt Construction

2317 Creek Drive Rapid City, SD, 57703
Office: 605.718.5673 Fax: 605.791.4471

Date: Oct 14, 2013
Invoice No: 13045
Claims:
Terms: NET 30
Due Date: Nov 13, 2013

Bill To: Rana Graham
4745 Mandalay Ln.
Rapid City, SD 57701
(605) 858-9805

Sales Representative:
Email Address:
Cell Phone:
Install Date:

Table with 5 columns: Code, Description, Quantity, Rate, Amount. Includes items like TAMKO 30 shingles, Ridge Vent, Residential Building Permit, and gutter replacement.

Handwritten notes: \$5 ft, \$157.28, \$1.84

Handwritten note: \$663.00

*Indicates non-taxable item

On behalf of all of us at Bolt Construction, I'd like to thank you for the trust you've placed in us. We appreciate your business. If you should need anything further, please do not hesitate to call.

Best wishes,

Summary table with 2 columns: Description, Amount. Rows include Subtotal (\$9,663.44), Excise Tax (2.04%) (\$197.13), Total (\$9,860.57), and Paid (\$0.00).

Balance Due \$9,860.57

Invoices 30 days past due subject to 1.6% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

Bolt Construction

2317 Creek Dr. Rapid City, SD 57703
 Office: 605.718.5673 Fax: 605.791.4471

3rd invoice

Invoice

Date: Oct 14, 2013
 Invoice No: 13045
 Claim #:
 Terms: NET 30
 Due Date: Nov 13, 2013

Bill To: Rana Graham
 4745 Mandalay Ln.
 Rapid City, SD 57701
 (605) 858-9805

Sales Representative:
 Email Address:
 Cell Phone:
 Install Date:

Code	Description	Quantity	Rate	Amount
A1 - TAMKO 30	Remove & dispose of single layer of shingles, install Ice & Water shield (per Code) and new layer of 15# synthetic underlayment. Install TAMKO Heritage (30yr.) architectural shingle and replace all pipe boots, roof vents and Style "D" edge metal & gutter apron. All edge metal color to be Mocha. Shingle color- To be determined. Install Ridge Venting (per lineal ft.)	27.45	\$295.00	\$8,097.75
A3 - Ridge Vent		60	\$4.00	\$240.00
BB2- 8,001-9,000	Residential Building Permit	1	\$108.00	\$108.00
SUBTOTAL FOR MAT. TAXES	Approx materials sales tax = \$243.00	1	\$243.00	\$243.00
G990 - 5" R & R Gutter	Remove & Recycle old gutter. Install new 5" seamless aluminum gutter (.032 gauge) - Color: Mocha	152	\$5.65	\$858.80

* Indicates non-taxable item

On behalf of all of us at Bolt Construction, I'd like to thank you for the trust you've placed in us. We appreciate your business. If you should need anything further, please do not hesitate to call.

Best wishes,

Subtotal	\$9,547.55
Excise Tax (2.04%)	\$194.77
Total	\$9,742.32
Paid	\$0.00

Balance Due \$9,742.32

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

Bolt Construction

with invoice

Invoice

2317 Creek Drive Rapid City, SD 57703
Office: 605-718-5673 Fax: 605-791-4471

Date: Oct 14, 2013
Invoice No: 13045
Claim #
Terms: NET 30
Due Date: Nov 13, 2013

Bill To: Rana Graham
4745 Mandalay Ln.
Rapid City, SD 57701

Sales Representative: Aaron London
Email Address
Cell Phone: 605-431-9963
Install Date

Code	Description	Quantity	Rate	Amount
A1 - TAMKO 30	Remove & dispose of single layer of shingles, install Ice & Water shield (per Code) and new layer of 15# synthetic underlayment. Install TAMKO Heritage (30yr.) architectural shingle and replace all pipe boots, roof vents and Style "D" edge metal & gutter apron. All edge metal color to be Mocha. Shingle color-Rustic Redwood	27.45	\$295.00	\$8,097.75
A3 - Ridge Vent	Install Ridge Venting (per lineal ft.) (There will be no charge estimated at \$240.00).	60	\$0.00	\$0.00
BB2- 8,001-9,000	Residential Building Permit	1	\$108.00	\$108.00
SUBTOTAL FOR MAT. TAXES	Approx materials sales tax = \$243.00	1	\$243.00	\$243.00
G990 - 5" R & R Gutter	Remove & Recycle old gutter. Install new 5" seamless aluminum gutter (.032 gauge) Color:Mocha	115	\$5.65	\$649.75
MISC-01	Misc:Remove & Replace redwood handrail on front steps. Material charge only. No labor charge of 2 hours.(There will be no charge for material estimated at \$115.89)	1	\$0.00	\$0.00
DISC - BB	Discount - Bolt Bucks!	1	-\$250.00	-\$250.00*

* Indicates non-taxable item

On behalf of all of us at Bolt Construction, I'd like to thank you for the trust you've placed in us. We appreciate your business. If you should need anything further, please do not hesitate to call.

Best wishes,

Subtotal	\$8,848.50
Excise Tax (2.04%)	\$185.61
Total	\$9,034.11
Paid	\$0.00

Balance Due \$9,034.11

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

Bolt Construction

2317 Creek Drive Rapid City, SD 57703
 Office: 605-718-5673 Fax: 605-791-4471

5th invoice

Invoice

Date: Oct 14, 2013
 Invoice No: 13045
 Claim #:
 Terms: NET 30
 Due Date: Nov 13, 2013

Bill To: Rana Graham
 4745 Mandalay Ln.
 Rapid City, SD 57701
 (605) 858-9805

Sales Representative:
 Email Address:
 Cell Phone:
 Install Date:

Code	Description	Quantity	Rate	Amount
A1 - TAMKO 30	Remove & dispose of single layer of shingles, install Ice & Water shield (per Code) and new layer of 15# synthetic underlayment. Install TAMKO Heritage (30yr.) architectural shingle and replace all pipe boots, roof vents and Style "D" edge metal & gutter apron. All edge metal color to be Mocha. Shingle color-Rustic Redwood	27.45	\$295.00	\$8,097.75
A3 - Ridge Vent	Install Ridge Venting (per lineal ft.) (There will be no charge estimated at \$240.00).	60	\$0.00	\$0.00
BB2- 8,001-9,000	Residential Building Permit	1	\$108.00	\$108.00
SUBTOTAL FOR MAT. TAXES	Approx materials sales tax = \$243.00	1	\$243.00	\$243.00
G990 - 5" R & R Gutter	Remove & Recycle old gutter. Install new 5" seamless aluminum gutter (.032 gauge) Color:Mocha	115	\$5.65	\$649.75
MISC-01	Misc:Remove & Replace redwood handrail on front steps. Material charge only. No labor charge of 2 hours.(There will be no charge for material estimated at \$115.89)	1	\$0.00	\$0.00
DISC - BB	Discount - Bolt Bucks!	1	-\$250.00	-\$250.00*

* Indicates non-taxable item

On behalf of all of us at Bolt Construction, I'd like to thank you for the trust you've placed in us. We appreciate your business. If you should need anything further, please do not hesitate to call.

Best wishes,

Subtotal	\$8,848.50
Excise Tax (2.04%)	\$185.61
Total	\$9,034.11
Paid	\$0.00

Balance Due \$9,034.11

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

Invoice



Bolt Construction

2317 Creek Drive Rapid City, SD 57703
 Office: 605-718-5673 Fax: 605-791-4471

DATE
 MONTH
 DAY
 YEAR

Oct 14, 2013
 13045
 NET 30
 Nov 13, 2013

Bill To: Rana Graham
 4745 Mandalay Ln.
 Rapid City, SD 57701
 (605) 858-9805

ADDRESS
 CITY
 STATE
 ZIP

Code	Description	Quantity	Unit Price	Total Price
A1 - TAMKO 30	Remove & dispose of single layer of shingles, install Ice & Water shield (per Code) and new layer of 15# synthetic underlayment. Install TAMKO Heritage (30yr.) architectural shingle and replace all pipe boots, roof vents and Style "D" edge metal & gutter apron. All edge metal color to be Mocha. Shingle color-Rustic Redwood	27.45	\$295.00	\$8,097.75
A3 - Ridge Vent	Install Ridge Venting (per lineal ft.) (There will be no charge estimated at \$240.00).	60	\$0.00	\$0.00
BB2- 8,001-9,000	Residential Building Permit	1	\$108.00	\$108.00
SUBTOTAL FOR MAT. TAXES	Approx materials sales tax = \$243.00	1	\$243.00	\$243.00
G990 - 5" R & R Gutter	Remove & Recycle old gutter. Install new 5" seamless aluminum gutter (.032 gauge) Color:Mocha	115	\$5.65	\$649.75
MISC-01	Misc:Remove & Replace redwood handrail on front steps. Material charge only. No labor charge of 2 hours.(There will be no charge for material estimated at \$115.89)	1	\$0.00	\$0.00
DISC - BB	Discount - Bolt Bucks!	1	-\$250.00	-\$250.00*

* Indicates non-taxable item

On behalf of all of us at Bolt Construction, I'd like to thank you for the trust you've placed in us. We appreciate your business. If you should need anything further, please do not hesitate to call.

Best wishes,

Subtotal	\$8,848.50
Excise Tax (2.04%)	\$185.61
Total	\$9,034.11
Paid	\$0.00
Balance Due	\$9,034.11

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

Invoice

Bolt Construction

2317 Creek Drive Rapid City, SD 57703
Office: 605-718-5673 Fax: 605-791-4471

Date: Dec 1, 2013
Invoice #: 13175
Status: NET 0
Print Date: Dec 1, 2013

Bill To: Rana Graham
4745 Mandalay Ln.
Rapid City, SD 57701
(605) 858-9805

[REDACTED]

Code	Description	Quantity	Unit Price	Total Price
Interest	December 2013 interest on unpaid Invoice #13045 Dated October 14, 2013	1	\$903.41	\$903.41*

* Indicates non-taxable item

Account is past due. Please Remit Payment

Subtotal	\$903.41
Excise Tax (2.04%)	\$0.00
Total	\$903.41
Paid	\$0.00

Balance Due \$903.41

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

Invoice

Bolt Construction

2317 Creek Drive Rapid City, SD 57703
Office: 605-718-5673 Fax: 605-791-4471

Date: [REDACTED]
Invoice #: [REDACTED]
Status: [REDACTED]
Terms: [REDACTED]
Due Date: [REDACTED]

Jan 1, 2014
13176
NET 0
Jan 1, 2014

Bill To: Rana Graham
4745 Mandalay Ln.
Rapid City, SD 57701

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Code	Description	Quantity	Rate	Amount
Interest	January 2014 interest on unpaid Invoice #13045 Dated October 14, 2013	1	\$903.41	\$903.41*

* Indicates non-taxable item

Account is past due. Please Remit Payment.

Subtotal	\$903.41
Excise Tax (2.04%)	\$0.00
Total	\$903.41
Paid	\$0.00

Balance Due \$903.41

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

Invoice

Bolt Construction

2317 Creek Drive Rapid City, SD 57703
Office: 605-718-5673 Fax: 605-791-4471

[REDACTED] Feb 1, 2014
[REDACTED] 13177
[REDACTED]
[REDACTED] NET 0
[REDACTED] Feb 1, 2014

Bill To: Rana Graham
4745 Mandalay Ln.
Rapid City, SD 57701

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Code	Description	Quantity	Amount	Taxable Amount
Interest	February 2014 interest on unpaid Invoice #13045 Dated October 14, 2013	1	\$903.41	\$903.41*

* Indicates non-taxable item

Account is past due. Please Remit Payment.

Subtotal	\$903.41
Excise Tax (2.04%)	\$0.00
Total	\$903.41
Paid	\$0.00

Balance Due \$903.41

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

7

Bolt Construction

Statement

2317 Creek Drive
Rapid City, SD 57703

Date: Dec 31, 2013

Office: 605-718-5673
Cell: 605-430-9212
Fax: 605-791-4471

For: Rana Graham

Date	Activity	Amount	Paid	Open Amt
10/14/13	Invoice # 13045: Due 11/13/2013 - Overdue	\$9,034.11	\$0.00	\$9,034.11
12/1/13	Invoice # 13175: Due 12/01/2013 - Overdue	\$903.41	\$0.00	\$903.41

Plus attached 2014 1806.82

CURRENT DUE	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	91+ DAYS PAST DUE	AMOUNT DUE
\$0.00	\$0.00	\$0.00	\$9,937.52	\$0.00	\$9,937.52 \$11,744.34

This statement is for all invoices thru 12/31/2013. Any future invoices that are generated after 12/31/2013 will be billed on a separate calendar programming year, and will be the responsibility of the home owner.

Bolt Construction

2317 Creek Drive
Rapid City, SD 57703

Statement

Date: Feb 1, 2014

Office: 605-718-5673
Cell: 605-430-9212
Fax: 605-791-4471

For: Rana Graham

Date	Description	Amount	Paid	Open Amt
1/1/14	Invoice # 13176: Due 01/01/2014 - Overdue	\$903.41	\$0.00	\$903.41
2/1/14	Invoice # 13177: Due 02/01/2014 - Overdue	\$903.41	\$0.00	\$903.41

CURRENT DUE	30 DAYS PAST DUE	60 DAYS PAST DUE	90 DAYS PAST DUE	120 DAYS PAST DUE	AMOUNT DUE
\$0.00	\$903.41	\$903.41	\$0.00	\$0.00	\$1,806.82

ADDRESS 4745 MANDALAY LN
PERMIT NÔ CIBP13-4315

OWNER DUGAN/GRAHAM KATHLEEN
CONTRACTOR BOLT COMPANIES INC
APPLICANT BOLT COMPANIES INC

INSPECTOR'S REPORT

City of Rapid City
300 SIXTH STREET
RAPID CITY SD 57701
(605) 394-4157

SCHEDULED TIME
INSPECTION NEEDED
B ROOFING

8

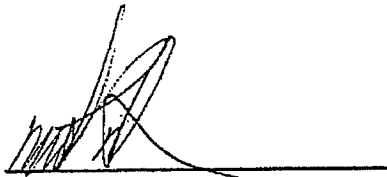
PERMIT INFO: REROOF
INSPECTION INFO: RDY AFTER 9:00 RANA 858-9805

Mike Pulkrabek

Corrections / Comments

1 NO INSPECTIONS NO AFFIDALITY AS OF 2-4-2014 7:30 AM

ROOF COVERED IN SNOW NOT VISIBLE



2-5-14
DATE

CALL 394-4157 TO SCHEDULE A RE-INSPECTION

INSPECTOR

INSPECTION CREATED BY: SMH ON Monday, February 3, 2014 AT 14:27



INSPECTION REPORT

City of Rapid City
300 Sixth Street
Rapid City, SD 57701
(605)394-4157

Date: 2-12-14

Permit Number: CIBP 13-4315

Address: 4745 MANPALAY

Inspector: [Signature]

BUILDING PLUMBING GAS MECHANICAL ELECTRICAL ENGINEERING AIR QUALITY Rough-in: _____
Final: _____

Approved 858-9805 Corrections Needed

- Comments:**
- ① PERMIT TAKEN OUT ON 10-15-13
 - ② NO INSPECTION MADE AS OF 2-12-14 OR AFFIDAVIT PROVIDED
 - ③ TWO 3/4" WELLS
 - ④ ~~WELLS~~ USED ARC. NOT 3 TAB OR STARTER
 - ⑤ SHINGLES BEHIND WELL
 - ⑥ PROJ EXTERIOR REMOVED SHINGLES

⑤

Permit Details

Permit Number CIBP13-4315

As of Monday, March 10, 2014

Type / Subtype	ROOFING / 435 RES ROOFING	Status	FINALED	Description	REROOF	Applied	10/15/2011	CJ
Site address	4745 MANDALAY LN	City State, Zip	RAPID CITY, SD 57701	Parcel No	3724227018	Approved	10/15/2011	CJ
Job Valuation	\$ 8,350.00	Site Lot No.		Site Block	2	Issued	10/15/2011	JAB
Lot Sq Ft	0.00	Building Sq Ft	0	No. Stories	0	Finalled	2/21/2014	BS
		No. Units	0	No. Buildings	0	Expired		

Notes
 (2/12/2014 3:05 PM CJ)
 ASK LYNDON BOLT FOR AFFIDAVIT ASAP HE SAID HE WOULD GET ONE TO ME RIGHT AWAY
 (2/13/2014 3:49 PM CJ)
 SENT AFFIDAVIT AND WAITING FOR PICS.

(2/21/2014 3:49 PM BS)
 SPOKE WITH LYNDON 2-19. PERMIT FINALED.

Additional Sites

APN
 No Additional Sites
 Address

Chronology Actions

Type of Action	Action Date	Completion Date
Action By		
No Activity		

Contacts

Contact Type	Name	Address	City, State, and Zip	Phone	Fax	Email

WINNER
 DUGAN/GRAHAM KATHLEEN 4745 MANDALAY LN RAPID CITY SD 57701-6319
 CONTRACTOR
 BOLT COMPANIES INC 2317 CREEK DR RAPID CITY SD 57703 (605) 381-8895
 APPLICANT
 BOLT COMPANIES INC 2317 CREEK DR RAPID CITY SD 57703 (605) 381-8895
 LYNDONB@BOLTCOMPANIE

FEES

Description of Fee	Date Paid	Amount	Paid By	Pay Method	Account
ROOFING	10/16/2013	\$108	BOLT COMPANIES INC	CREDIT CARD	

Inspections

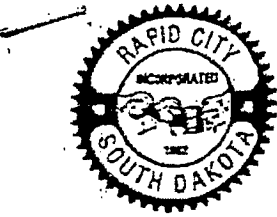
Type of Inspection	Scheduled Date	Completed Date	Inspector	Remarks
ROOFING	2/12/2014	2/12/2014	Mike Pulkrabek	RECHECK RDY 1:30 CALL TO
ROOFING	2/12/2014	2/12/2014	Mike Pulkrabek	PERMIT TAKEN OUT ON 10-15 13 NO INSPECTION MADE AS OF 2-12-14 OR AFFIDAVIT PROVIDED THERE WERE 2 SHINNERS VISIBLE USED ARC SHINGLE FOR STARTER INSTEAD OF 3 TAB OR STARTER STRIP SHINGLE SEALING WELL EXCEPT THE ONES PRO EXTERIOR LIFTED AND THE OTHER CONTRACTOR THEY ALSO REMOVED STRIP IN ONE SPOT CHUCK JANSEN & MIKE PULRABEK B ROOFING 2/5/2014 2/6/2014 Mike Pulkrabek COMPLETED RDY AFTER 9:00 RANA 858-9E NOTES: (2/6/2014 7:02 AM MP) ROOF COVERED IN SNOW NO INSPECTION ON PERMIT NO AFFIDAVIT PROVIDED

Parent Project

Parent Project No.	Date Applied	Date Approved	Date Closed

Reviews

Type of Review	Date Sent	Date Due	Date Received
Contact	Status	Remarks	
No Reviews			



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

Growth Management Department
300 Sixth Street
605-394-4157 • Fax 605-394-6636

RESIDENTIAL RE-ROOF BUILDING PERMIT INFORMATION FOR 1 & 2-FAMILY DWELLINGS

Tear-off of Existing Roofing

- Placing new roofing over existing roofing is NOT allowed when using asphalt shingles, wood shakes or slate, clay, cement or asbestos-cement tiles. Code requires the existing roofing materials to be removed prior to the placement of the new roofing materials.

Roof Decking or Sheathing

- Roof decking is the actual wood attached to the roof trusses or rafters. The decking must be checked prior to re-roofing and repairs, or replaced if rotted or unsound. Replacement decking shall conform to the requirement of the building code.

Roof Pitch

- The angle at which a roof is constructed is called a pitch. Pitch is normally expressed as a ratio (2/12, 3/12, and 4/12). A 4/12-pitch roof has 4" vertical for every 12" of horizontal.

Fasteners

- Asphalt shingles must have the minimum number of fasteners as required by the manufacturer.
 - For normal applications (up to a 20/12 pitch) a minimum of 4-fasteners is required per strip shingle of 2-fasteners for individual shingle
 - For roof pitches exceeding 20/12 pitch special methods of fastening are required per manufacturer's instructions.
- Nails – not less than 12 gauge shank with 3/8-inch diameter head.
- Nails shall be sufficient lengths to penetrate through roofing material and at least 3/4 inch into roof decking through the thickness of the decking; whichever is less.

Underlayment

- 2/12 to less than 4/12 pitch – 2 layers of 15 lb. felt (tarpaper) shall be applied in shingle fashion. Start with a 19-inch wide sheet and a 36-inch wide sheet over at the eaves, each subsequent sheet shall be lapped 19 inches horizontally and 4 inches vertically. All end laps shall be offset by 6 feet.
- 4/12 and over roof pitch – 1 layer of 15 lb. felt lapped 2 inches horizontally and 4 inches vertically. All end laps shall be offset by 6 feet.



Ice / Water Barrier

- o Ice / water barrier is required on both the house and attached garage roof. An ice / water barrier that consists of at least two layers of underlayment cemented together or of a self-adhering polymer modified bitumen sheet, shall be used in lieu of normal underlayment and extend from the eave's edge to a point at least 24 inches inside the exterior wall line of the building. Typically, two rows (6 ft.) of ice / water membrane are required, but more than two rows may be required depending on the size of the soffit overhang. The underlayment must extend to the outer edge at all fascia boards. See manufacturer's installation instructions. Ice / Water barrier is not required on detached accessory structures with no conditioned floor area.

Crickets and Saddles

- A cricket or saddle shall be installed on the ridge side of any chimney greater than 30 inches wide. Cricket and saddle covering shall be sheet metal or of the same material as the roof covering.

Valley Flashing

- When any existing flashing is rusted, damaged or deteriorated it shall be replaced. Valley flashing shall consist of not less than No. 26 galvanized sheet gauge corrosion resistant metal or equal. The metal shall extend at least 12 inches from the centerline each way. Valley linings shall be installed in accordance with the manufacturer's installation instructions.

Sidewall Flashing

- When an existing flashing is rusted, damaged or deteriorated it shall be replaced. Flashing against a vertical sidewall shall be by the step-flashing method.

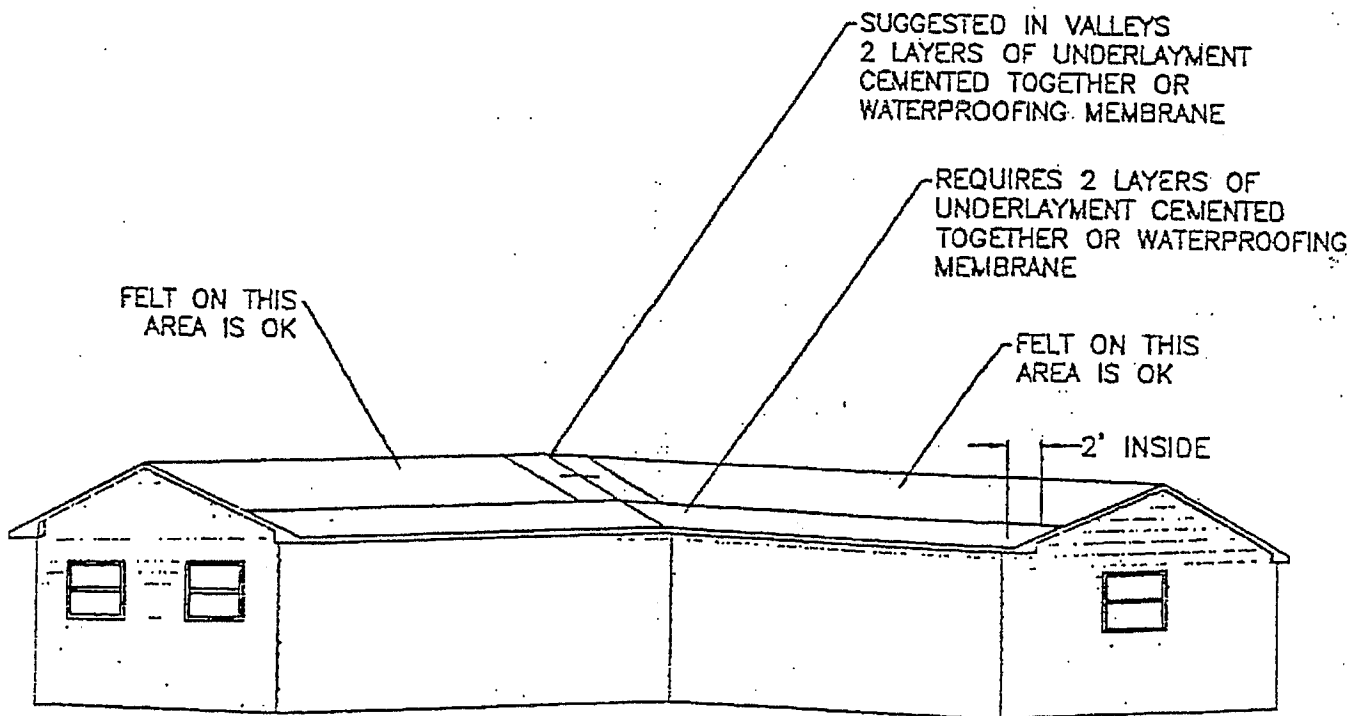
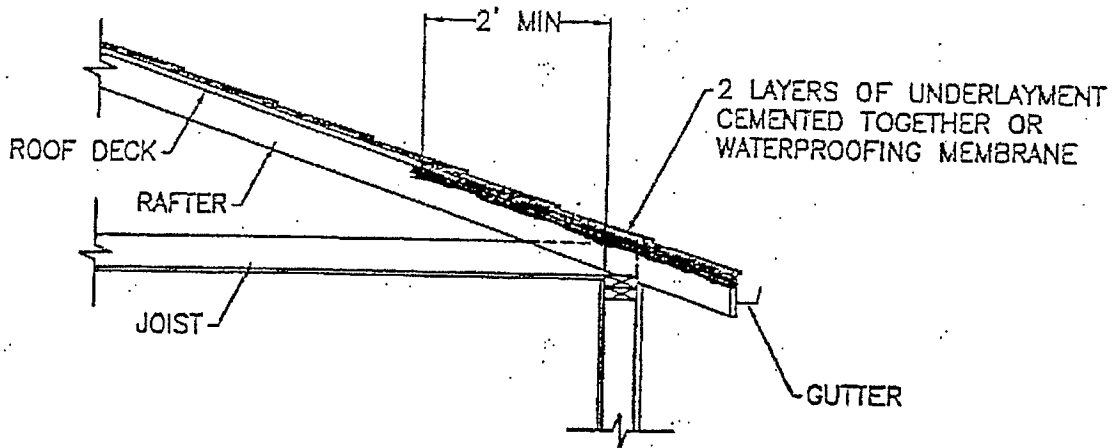
Other Flashing and Vents

- Flashing against a vertical front wall, as well as soil stack, vent pipe and chimney flashing, shall be applied according to asphalt shingle manufacturer's instructions
- Care should be taken to insure that kitchen and bathroom exhaust fan pipes are connected to the appropriate damper exhaust roof vent with no openings into the attic that would allow exhaust air back into the attic space. The exhaust vents should be installed on the roof the same as other attic vents and other vent pipe flashing.
- When re-roofing around furnace flues, take care to not dislodge the joints of the flue pipe within the attic or within interior chases this pipe might pass through. If in doubt, consult a licensed contractor.

Always follow shingle manufacturer's installation/application instructions.



PROTECTIVE ICE BARRIER



ATTENTION PERMIT HOLDERS

THE FOLLOWING MUST BE READ AND COMPLIED WITH BY ALL PERMIT RECIPIENTS

All provisions of the Laws and Ordinances of the City of Rapid City and State of South Dakota governing the type of work to be done will be complied with, whether specified herein or not.

The granting of a permit does not presume to give authority to violate, cancel, or set aside any of the provisions of the building code, municipal code, or other local law or ordinance regulating construction or the performance of construction in the City of Rapid City.

Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced, except roofing permits, which shall expire 30 days from issuance. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days for building permits and 30 days for roofing permits. The extension shall be requested in writing and justifiable cause demonstrated. The time requirements of this section do not operate to change timelines established in any notice and/or order issued by the Building Official or his designee.

It is the duty of the person doing the work to notify this office when the work or construction is ready for inspection. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Official. No building may be occupied without first having a Certificate of Occupancy or after final inspection has been completed for all phases of the work and after all required land development, landscaping, off-street parking and paving have been completed or bonded for. OCCUPANCE OF THE BUILDING PRIOR TO FINAL INSPECTION WILL RESULT IN THE TERMINATION OF UTILITIES AND/OR LEGAL ACTION RESULTING IN FINES OF UP TO \$100.00 PER DAY AGAINST THE PERMITTEE AND/OR OWNER. UPON 24 HOUR NOTICE, THE CITY OF RAPID CITY IS AUTHORIZED TO TERMINATE ALL UTILITIES TO ALL PORTIONS OF THE PROPERTY. I SPECIFICALLY AGREE THAT WRITTEN NOTICE POSTED ON THE PROPERTY SHALL CONSTITUTE SUFFICIENT NOTICE.

Contractors and Subcontractors listed on the permit application are the only authorized contractors on the listed project. ANY CHANGE IN CONTRACTORS OR SUBCONTRACTORS MUST BE RE-SUBMITTED AND APPROVED BY THE BUILDING OFFICIAL.

I CERTIFY THAT I HAVE READ AND UNDERSTAND AND AGREE TO ALL TERMS AND CONDITIONS SET FORTH HEREIN THIS ENTIRE DOCUMENT.

I SPECIFICALLY UNDERSTAND THAT BY SIGNING THIS DOCUMENT I AM AGREEING TO BE JOINTLY AND SEVERALLY RESPONSIBLE, PERSONALLY, FOR ANY AND ALL WORK DONE UNDER THIS PERMIT.

_____	_____
Signature	Date
_____	_____
Signature for plans received	Date

12



CITY OF RAPID CITY
RAPID CITY, SOUTH DAKOTA 57701-5035

**Community Planning &
Development Services**
300 Sixth Street

Brad Solon, Division Manager, Building Services
Community Planning & Development Services
city web: www.rcgov.org

Phone: 605-394-4120
Fax: 605-394-6636
e-mail: brad.solon@rcgov.org

February 24, 2014

Lyndon Bolt
Bolt Companies
2317 Creek Dr
Rapid City, SD 57703

Re: Rapid City Permit CIBP13-4315

Dear Lyndon Bolt dba Bolt Companies,

The City of Rapid City is in receipt of the affidavit for the re-roofing permit CIBP13-4315. The work was completed at 4745 Mandalay Ln. The permit status is "finalized", and the project complete.

Please contact me if you have any questions.

Sincerely,

Brad Solon
Division Manager
Building Services



EQUAL OPPORTUNITY EMPLOYER

13



Bolt Companies, Inc.
2317 Creek Drive
Rapid City, SD 57703

02/13/2014

For the address at:

Rana Graham
4745 Mandalay Lane
Rapid City, SD 57701

I am writing this letter to inform you that we are doing everything we can to locate the photos of the work done on the above address in a timely fashion. We will get them to you as soon as they are located.

Sincerely,

Lyndon Bolt

President

Bolt Companies, Inc.



CITY OF RAPID CITY
RAPID CITY, SOUTH DAKOTA 57701-5035

Community Planning & Development Services
300 Sixth Street
605-394-4120 • Fax 605-394-6636

AFFIDAVIT FOR ROOFING & REROOFING

At Address 4745 MANDALAY LN

For permit number C1BP13-4315

Date OCTOBER 15th 2013

I AARON LONDON, representing Contractor BOLT CONSTRUCTION,

certify that the ROOFING or REROOFING was properly installed as per manufacturer's instructions and per Chapter 9 of IRC.

Responsible party

IRC Chapter 9, Section 905.2.7.1 Ice barrier, is hereby amended to read as follows:

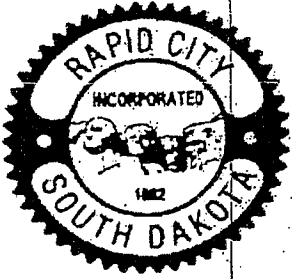
R905.2.7.1 Ice barrier. In areas where there has been a history of ice forming along the eaves causing a backup of water as designated in Table R301.2(1), an ice barrier that consists of a least two layers of underlayment cemented together or of a self-adhering polymer modified bitumen sheet, shall be used in lieu of normal underlayment and extend from the lowest edges of all roof surfaces to a point at least 24 inches (610 mm) inside the exterior wall line of the building.

Exception: Detached accessory structures that contain no conditioned floor area.

If the ice barrier is not inspected, the contractor shall provide an affidavit that the ice barrier was installed properly.

(Ord. 5473 (part), 2009)





ROOFING PERMIT CITY OF RAPID CITY

300 SIXTH STREET - RAPID CITY, SD 57701 (605) 394-4120
Inspections (605) 394-4157

PERMIT NUMBER: CIBP13-4315

APPLIED: October 15, 2013

ISSUED DATE:

EXPIRATION DATE:

PERMIT TYPE: ROOFING 435 RES ROOFING
PERMIT DESCRIPTION: REROOF

PROPERTY ADDRESS

4745 MANDALAY LN

PROPERTY INFORMATION

PIN: 37-24-227-018 TAX ID NO: 59180

ZONING: LDR-1 LOT SIZE: 0.18

INSIDE: RAPID CITY
OUTSIDE: HISTORIC DIST.

STRUCTURE SQ/FT: 0

FUNDING SOURCE: PRIVATE

CONTRACTOR INFORMATION

BOLT COMPANIES INC
2317 CREEK DR
RAPID CITY, SD 57703
(605) 381-8895

FEE INFORMATION

ESTIMATED COST: \$8,350

RESIDENTIAL ROOFING
FEE: \$108.00

PROPERTY OWNER ADDRESS

DUGAN GRAHAM KATHLEEN
4745 MANDALAY LN
RAPID CITY, SD 57704-6319

This roofing Permit will Expire 30 days after issuance.

A mid-roof project inspection shall be scheduled in advance of when new ice shield, underlayment and flashing is installed.

Affidavit and pictures to be only used for after hours and weekend work.

A final roof inspection must be scheduled at the completion of the project.

APPLICANT INFORMATION

BOLT COMPANIES INC
2317 CREEK DR
RAPID CITY, SD 57703
(605) 381-8895

SIGNATURE OF APPLICANT

DATE

APPROVED BY

DATE

74



ROOFING PERMIT CITY OF RAPID CITY

300 SIXTH STREET - RAPID CITY, SD 57701 (605) 394-4120
Inspections (605) 394-4157

PERMIT NUMBER: CIBP13-4315

APPLIED: October 15, 2013

ISSUED DATE:

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OUTSIDE HISTORIC DIST.

STRUCTURE SQ/FT 0

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DUGANGRAHAM KATHLEEN
4745 MANDALAY LN
RAPID CITY, SD 57701-6319

CONTRACTOR INFORMATION

BOLT COMPANIES INC
2317 CREEK DR
RAPID CITY, SD 57703
(605)381-8895

FEE INFORMATION

ESTIMATED COST: \$8,350

RESIDENTIAL ROOFING
FEE \$211 \$ 108.00

UPDATED

This roofing Permit will Expire 30 days after issuance.

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Affidavit and pictures to be only used for after hours and weekend work.


A final roof inspection must be scheduled at the completion of the project.

APPLICANT INFORMATION

BOLT COMPANIES INC
2317 CREEK DR
RAPID CITY, SD 57703
(605)381-8895


SIGNATURE OF APPLICANT

10-16-13
DATE


APPROVED BY

10-15-13
DATE

15



February 21, 2014

Rana Graham
4745 Mandalay Lane
Rapid City, SD 57701

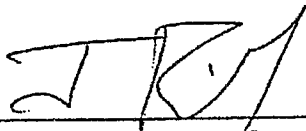
RE: TAMKO Limited Warranty

Dear Mrs. Graham:

This letter is to confirm that the TAMKO Limited Warranty printed on your wrapper at the time of your TAMKO shingles purchase remains in full force and effect. Please review the limited warranty for full details.

Sincerely,

TAMKO BUILDING PRODUCTS, INC.



Jeff Richey
Territory Manager

THESE ARE THE MANUFACTURER'S APPLICATION INSTRUCTIONS FOR THE ROOFING CONDITIONS DESCRIBED. TAMKO BUILDING PRODUCTS, INC. ASSUMES NO RESPONSIBILITY FOR LEAKS OR OTHER ROOFING DEFECTS RESULTING FROM FAILURE TO FOLLOW THE MANUFACTURER'S INSTRUCTIONS. FAILURE TO FOLLOW THESE INSTRUCTIONS WILL ADVERSELY AFFECT COVERAGE UNDER THE LIMITED WARRANTY. SEE THE LIMITED WARRANTY FOR DETAILS.

THIS PRODUCT IS COVERED BY A LIMITED WARRANTY, THE TERMS OF WHICH ARE PRINTED ON THE WRAPPER.

IN COLD WEATHER (BELOW 40°F), CARE MUST BE TAKEN TO AVOID DAMAGE TO THE EDGES AND CORNERS OF THE SHINGLES.

IMPORTANT: It is not necessary to remove the plastic strip from the back of the shingles.

I. ROOF DECK

These shingles are for application to roof decks consisting of plywood or sheathing boards capable of receiving and retaining fasteners, and to inclines of not less than 2 in. per foot. For roofs having pitches 2 in. per foot to less than 4 in. per foot, refer to special instructions titled "Low Slope Application". For roofs having pitches greater than 21 in. per foot, refer to special instructions titled "Mansard Roof or Steep Slope Roof". Shingles must be applied properly. TAMKO assumes no responsibility for leaks or defects resulting from improper application, or failure to properly prepare the surface to be roofed over.

NEW ROOF DECK CONSTRUCTION: Roof deck must be smooth, dry and free from warped surfaces. It is recommended that metal drip edges be installed at eaves and rakes.

PLYWOOD: All plywood shall be exterior grade as defined by the Engineered Wood Association. Plywood shall be a minimum of 3/8 in. thickness and applied in accordance with the recommendations of the Engineered Wood Association.

SHEATHING BOARDS: Boards shall be well-seasoned tongue-and-groove boards and not over 6 in. nominal width. Boards shall be a 1 in. nominal minimum thickness. Boards shall be properly spaced and nailed.

2. VENTILATION

Inadequate ventilation of attic spaces can cause accumulation of moisture in winter months and a build up of heat in the summer. These conditions can lead to:

1. Vapor Condensation
2. Buckling of shingles due to deck movement.
3. Rotting of wood members.
4. Premature failure of roof.

To insure adequate ventilation and circulation of air, place louvers of sufficient size high in the gable ends and/or install continuous ridge and soffit vents. FHA minimum property standards require one square foot of net free ventilation area to each 150 square feet of space to be vented, or one square foot per 300 square feet if a vapor barrier is installed on the warm side of the ceiling or if at least one half of the ventilation is provided near the ridge. If the ventilation openings are screened, the total area should be doubled.

IT IS PARTICULARLY IMPORTANT TO PROVIDE ADEQUATE VENTILATION.

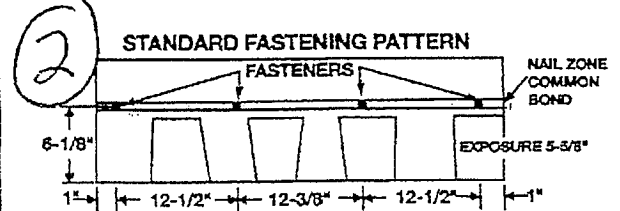
3. FASTENERS

WIND CAUTION: Extreme wind velocities can damage these shingles after application when proper sealing of the shingles does not occur. This can especially be a problem if the shingles are applied in cooler months or in areas on the roof that do not receive direct sunlight. These conditions may impede the sealing of the adhesive strips on the shingles. The inability to seal down may be compounded by prolonged cold weather conditions and/or blowing dust. In these situations, hand sealing of the shingles is required. To insure immediate sealing, apply 4 quarter-sized dabs of TAM-PRO® Premium SBS Adhesive or TAMKO Tam-Seal Adhesive on the back of the shingle, 1 in. (25mm) and 4 in. (390mm) in from each side and 1 in. (25mm) up from the bottom of the shingle. Press shingle firmly into the adhesive. For maximum wind resistance along rakes, install any TAMKO starter shingle including sealant or cement shingles to the underlayment and each other in a 4 in. (102mm) width of TAM-PRO SBS Adhesive or TAMKO Tam-Seal Adhesive. Caution: Apply ONLY a thin uniform layer of adhesive less than 1/8 in. (3mm) thick. Excessive amounts can cause blistering of the shingles and may soften the asphalt in certain underlayments resulting in the asphalt flowing, dripping and staining. Shingles must also be fastened according to the fastening instructions described below.

Correct placement of the fasteners is critical to the performance of the shingle. If the fasteners are not placed as shown in the diagram and described below, this will result in the termination of TAMKO's liabilities under the Limited Warranty. TAMKO will not be responsible for damage to shingles caused by winds in excess of the applicable mph as stated in the Limited Warranty. See Limited Warranty for details.

FASTENING PATTERNS: Fasteners must be placed 6-1/8 in. from the bottom edge of the shingle, penetrating through the common bond, and located horizontally as follows:

1) Standard Fastening Pattern. (For use on decks with slopes 2 in. per foot to 21 in. per foot.) One fastener 1 in. from each end and one 13-1/2 in. from each end of the shingle for a total of 4 fasteners. (See Standard Fastening Pattern illustrated below).



(Continued)

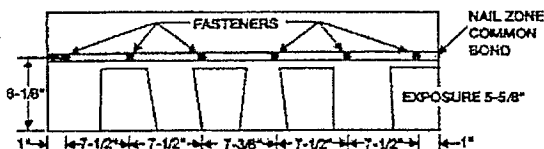
Visit Our Web Site at tamko.com	Central District	220 West 4th St., Joplin, MO 64801	800-641-4691	07/12
	Northeast District	4500 Tamko Dr., Frederick, MD 21701	800-368-2055	
	Southeast District	2300 35th St., Tuscaloosa, AL 35401	800-228-2656	
	Southwest District	7910 S. Central Exp., Dallas, TX 75216	800-443-1834	
	Western District	5300 East 43rd Ave., Denver, CO 80215	800-530-8868	

HERITAGE®
LAMINATED ASPHALT SHINGLES

Dallas, TX • Frederick, MD • Joplin, MO • Phillipsburg, KS

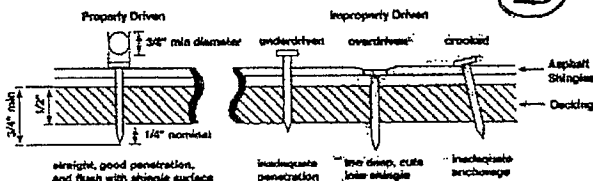
2) Mansard Fastening Pattern. (For use on decks with slopes greater than 21 in. per foot.) One fastener 1 in. from each end and one fastener 8-1/2 in. from each end and one fastener 16 in. from each end for a total of 6 fasteners per shingle. (See Mansard and High Wind Fastening Pattern illustrated below.)

MANSARD AND HIGH WIND FASTENING PATTERN



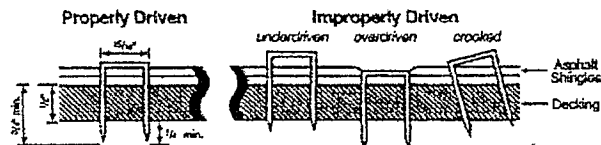
3) High Wind Fastening Pattern. (For High Wind Application requirements) One fastener 1 in. from each end. One fastener 8-1/2 in. from each end and one fastener 16 in. from each end for a total of six (6) fasteners per shingle. In addition to this shingle fastening pattern requirement for High Wind Application, TAMKO also requires the use of TAMKO starter shingles including sealant strip at eaves and rakes. High Wind Application is offered on new construction or complete tear-off applications only. It is not offered for recover applications. If High Wind Application requirements are not followed, the High Wind Application Warranty MPH, as stated on Table I in the Limited Warranty, reverts to the Standard Application Wind Warranty MPH limit. (See Mansard and High Wind Fastening Pattern illustrated above.)

NAILS: TAMKO recommends the use of nails as the preferred method of application. Standard type roofing nails should be used. Nail shanks should be made of minimum 12 gauge wire, and a minimum head diameter of 3/8 in. Nails should be long enough to penetrate 3/4 in. into the roof deck. Where the deck is less than 3/4 in. thick, the nails should be long enough to penetrate completely through plywood decking and extend at least 1/8 in. through the roof deck. Drive nail head flush with the shingle surface.



STAPLES: If staples are used in the attaching process, follow the above instructions for placement. All staples must be driven with pneumatic staplers. The staple must meet the following minimum dimensional requirements. Staples must be made from a minimum 16 gauge galvanized wire. Crown width must be at least 15/16 in. (staple crown width is measured outside the legs). Leg length should be a minimum of 1-1/4 in. for new construction and 1-1/2 in. for reroofing thus allowing a minimum deck penetration of 3/4 in. The crown of the staple must be parallel to the length of the shingle. The staple crown should be driven flush with the shingle surface. Staples that are crooked, underdriven or overdriven are considered improperly applied.

CAUTION: ALL FASTENERS MUST BE DRIVEN INTO THE NAIL ZONE COMMON BOND AS SHOWN IN THE FASTENING PATTERN DIAGRAMS.



4. UNDERLAYMENT

UNDERLAYMENT: An underlayment must be applied over the entire deck before the installation of TAMKO shingles. Failure to add underlayment can cause premature failure of the shingles which is not covered by TAMKO's Limited Warranty.

Products which are acceptable for use as underlayment are:

Asphalt Saturated Felt Underlayments:

- TAMKO No. 15 Asphalt Saturated Organic Felt
- Any TAMKO non-perforated asphalt saturated organic felt
- A non-perforated asphalt saturated organic felt which meets ASTM: D226, Type I or II or ASTM D4869

Specialty Underlayments:

- Tam-Shield® Synthetic Underlayment
- TAMKO TW Metal and Tile Underlayment, TW Underlayment and Moisture Guard Plus® (additional ventilation may be required. Contact TAMKO's Technical Services Department for more information.)

For Asphalt Saturated Felt Underlayments:

Apply the felt when the deck is dry. On roof decks with slopes 4 in. per foot and greater apply the felt parallel to the eaves lapping each course of the felt over the lower course at least 2 in. Where ends join, lap the felt 4 in. If left exposed, the felt may be adversely affected by moisture and weathering. Laying of the felt and the shingle application must be done together.

For All Other Specialty Underlayments:

On roof decks with slopes 4 in. per foot and greater apply the underlayment parallel to the eaves in accordance with underlayment written application instructions. The underlayment should not be left exposed for a longer period of time than is specified in the underlayments written application instructions. The final roof covering must be installed before the structure is exposed to adverse weather conditions, such as wind driven rain, high wind, hail, ice storms, etc.

In areas where ice builds up along the eaves or a back-up of water from frozen or clogged gutters is a potential problem, TAMKO's Moisture Guard Plus®, TW Metal and Tile Underlayment or TW Underlayment (or any specialty eaves flashing product) may be applied to eaves, rakes, ridges, valleys, around chimneys, skylights or dormers to help prevent water damage. Contact TAMKO's Technical Services Department for more information.

Substitute products as shingle underlayment should not be used.

(Continued)

Visit Our Web Site at
tamko.com

Central District 220 West 4th St., Joplin, MO 64801
Northeast District 4500 Tamko Dr., Frederick, MD 21701
Southeast District 2300 35th St., Tuscaloosa, AL 35401
Southwest District 7910 S. Central Exp., Dallas, TX 75216
Western District 5300 East 43rd Ave., Denver, CO 80216

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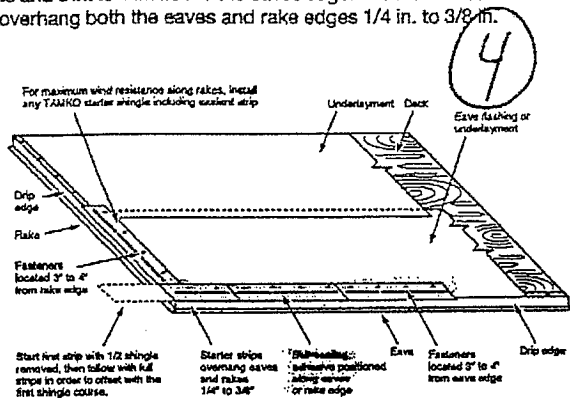
07/12

HERITAGE®
LAMINATED ASPHALT SHINGLES

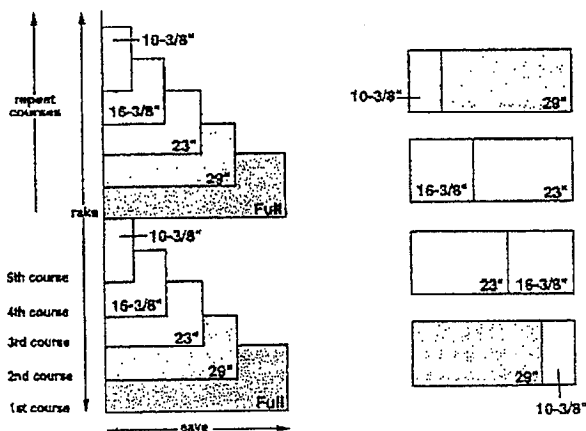
Dallas, TX • Frederick, MD • Joplin, MO • Phillipsburg, KS

5. APPLICATION INSTRUCTIONS

STARTER COURSE: A starter course may consist of TAMKO Shingle Starter, TAMKO 10-inch Starter or self-sealing 3-tab shingles. If self-sealing 3-tab shingles are used, remove the exposed tab portion and install with the factory applied adhesive adjacent to the eaves. Attach the starter course with approved fasteners along a line parallel to and 3 in. to 4 in. above the eaves edge. The starter course should overhang both the eaves and rake edges 1/4 in. to 3/8 in.



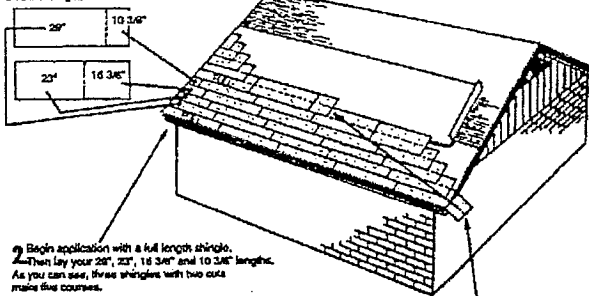
SHINGLE APPLICATION: Start the first course with a full size shingle and overhang the rake edge 1/4 in. Cut 10-3/8 in. from a full shingle to form a shingle 29 in. long. Use this to start the second course (see diagram below). Cut a 23 in. long shingle to start the third course. Use the remaining 16-3/8 in. piece of shingle to start the fourth course and use the remaining 10-3/8 in. piece to begin the fifth course. Continue up the rake in as many rows as necessary using the same formula as outlined above.



The butt of the shingle should be aligned with the top edge of the sawtooth of the underlying shingle for a 5-5/8 in. exposure (see shingle application drawing illustrated on this panel). When you make your final cut at the roof's edge, flip any pieces that are 8 in. or longer back onto the roof. These pieces can be worked in anywhere without creating zippers or color variations.

NOTE: Do not align joints of shingle courses when working in cut pieces. Joints should be no closer than 4 in. from one another.

1) Cut your first course shingle to make 29" and a 10 3/8" length. Cut a second shingle to make a 23" and a 16 3/8" length.



2) Begin application with a full length shingle. Then lay your 29", 23", 16 3/8" and 10 3/8" lengths. As you can see, three shingles with two cuts make five courses.

3) Continue working your way across the roof. When you make your final cut at the roof's edge, flip any pieces that are 8" or longer back onto the roof. These pieces can be worked in anywhere without creating zippers or color variations.
NOTE: Do not align joints of shingle courses when working in cut pieces. Joints should be no closer than 4" from one another.

6. LOW SLOPE APPLICATION

On pitches 2 in. per foot to 4 in. per foot cover the deck with two layers of underlayment. Begin by applying the underlayment in a 1/2-sheet width along the eaves and overhanging the drip edge by 1/4 to 3/4 in. Place a full-sheet width over the 1/2-sheet width starter piece, completely overlapping it. All succeeding courses will be positioned to overlap the preceding course by 1/2-sheet width. If winter temperatures average 25°F or less, thoroughly cement the laps of the entire underlayment to each other with TAM-PRO or TAMKO Plastic Roof Cement from eaves and rakes to a point of at least 24 in. inside the interior wall line of the building. As an alternative, TAMKO's Moisture Guard Plus® self-adhering waterproofing underlayment may be used in lieu of the cemented felts.

7. MANSARD ROOF OR STEEP SLOPE ROOF

If the slope exceeds 21 in. per foot (60°), each shingle must be sealed with TAM-PRO SBS Adhesive or TAMKO Tam-Seal Adhesive immediately upon installation. Quarter-sized dabs of cement must be applied to shingles with a 5-5/8 in. exposure, use 6 fasteners per shingle. See Section 3 for the Mansard Fastening Pattern.

(Continued)

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tamko.com

Central District 220 West 4th St., Joplin, MO 64801
Northeast District 4500 Tamko Dr., Frederick, MD 21701
Southeast District 2300 35th St., Tuscaloosa, AL 35401
Southwest District 7910 S. Central Exp., Dallas, TX 75216
Western District 5300 East 43rd Ave., Denver, CO 80216

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8. RE-ROOFING

Before re-roofing, be certain to inspect the roof decks. All plywood shall meet the requirements listed in Section 1.

Nail down or remove curled or broken shingles from the existing roof. Replace all missing shingles with new ones to provide a smooth base. Shingles that are buckled usually indicate warped decking or protruding nails. Hammer down all protruding nails or remove them and refasten in a new location. Remove all drip edge metal and replace with new.

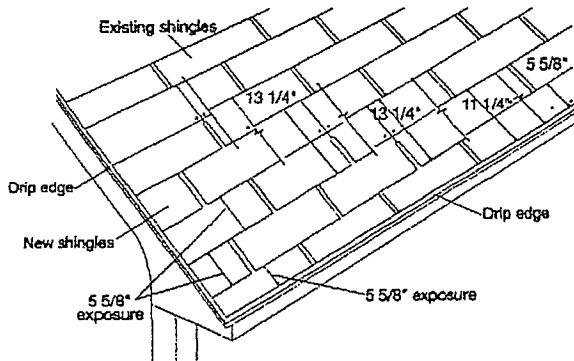
If re-roofing over an existing roof where new flashing is required to protect against ice dams (freeze/thaw cycle of water and/or the backup of water in frozen or clogged gutters), remove the old roofing to a point at least 24 in. beyond the interior wall line and apply TAMKO's Moisture Guard Plus® waterproofing underlayment. Contact TAMKO's Technical Services Department for more information.

Measurements will vary when nesting over an existing 5 in. exposure single roof. Call TAMKO Technical Services for further information.

The nesting procedure described below is the preferred method for reroofing over existing metric size shingles with a 5-5/8 in. exposure. See description below:

Starter Course: Remove the tabs and an additional portion from the head of a full size shingle so that its height is equal to the exposure of the existing shingles. Position the resulting strip over the existing roof edge (with the factory-applied adhesive strip along the eaves). Cut approximately 6 in. from the rake end and apply the remaining portion at the eaves. Continue the starter strip by applying full length shingle strips cut to height as above, evenly along the existing roof at the eaves. The existing roof should overhang the eaves far enough to carry water off into the gutter. If this is not the case, cut and apply the starter strip so that it will provide sufficient overhang for proper drainage.

First Course: Remove an amount from the butt edge of a full-size shingle so that the remaining portion of the shingle fits between the butts of the existing third course. This course must also be applied evenly along the eaves edge of the new starter strip.



Second and Succeeding Courses: Remove 10-3/8 in. from the rake end of the first shingle in the second course, and continue with full width shingles for the remainder of the course, placing the top edge of each new shingle against the butt edge of the old shingle in the course above. This method should create an exposure of 5-5/8 in. after the first course. When beginning the succeeding courses continue to follow the Heritage application instructions. (See section 5).

9. VALLEY APPLICATION

Over the shingle underlayment, center a minimum 36 in. wide sheet of Moisture Guard Plus® or a minimum 50 lb. roll roofing in the valley. Nail the underlayment only where necessary to hold it in place and then only nail the outside edges.

IMPORTANT: PRIOR TO INSTALLATION WARM SHINGLES TO PREVENT DAMAGE WHICH CAN OCCUR WHILE BENDING SHINGLES TO FORM VALLEY.

After valley flashing is in place:

- Apply the first course of shingles along the eaves of one of the intersecting roof planes and across the valley.

Note: For proper flow of water over the trimmed shingle, always start applying the shingles on the roof plane that has the lower slope or less height.

- Extend the end shingle at least 12 in. onto the adjoining roof. Apply succeeding courses in the same manner, extending them across the valley and onto the adjoining roof.

- Press the shingles tightly into the valley.

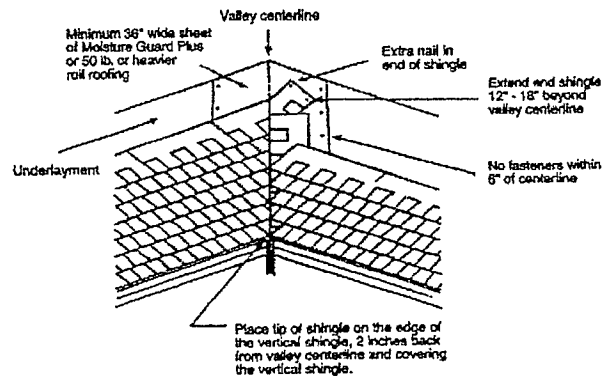
- Use normal shingle fastening methods.

Note: No fastener should be within 6 in. of the valley centerline, and two fasteners should be placed at the end of each shingle crossing the valley.

- To the adjoining roof plane, apply one row of shingles vertically facing the valley and 2 in. back from the valley centerline.

Note: For a neater installation, snap a chalkline over the shingles for guidance.

- To complete the valley, apply shingles on the adjoining roof plane by positioning the tip of the first shingle of each row at the 2 in. point from the centerline where the edge of the vertical shingle has been applied, covering the vertical shingle.



FOR ALTERNATE VALLEY APPLICATION METHODS, PLEASE CONTACT TAMKO'S TECHNICAL SERVICES DEPARTMENT AT 800-641-4691.

(Continued)

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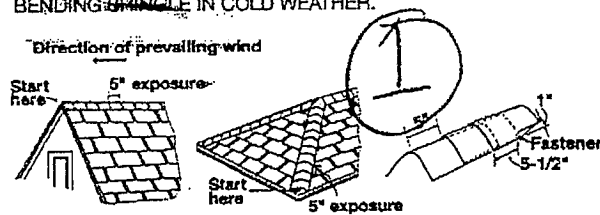
10. HIP AND RIDGE FASTENING DETAIL

Apply the shingles with a 5 in. exposure beginning at the bottom of the hip or from the end of the ridge opposite the direction of the prevailing winds. Secure each shingle with one fastener on each side, 5-1/2 in. back from the exposed end and 1 in. up from the edge.

TAMKO recommends the use of TAMKO Hip & Ridge shingle products. Where matching colors are available, it is acceptable to use TAMKO's Elite Glass-Seal shingles cut down to 12 in. pieces.

Fasteners should be 1/4 in. longer than the one used for shingles

IMPORTANT: PRIOR TO INSTALLATION, CARE NEEDS TO BE TAKEN TO PREVENT DAMAGE WHICH CAN OCCUR WHILE BENDING SHINGLE IN COLD WEATHER.



THESE ARE THE MANUFACTURER'S APPLICATION INSTRUCTIONS FOR THE ROOFING CONDITIONS DESCRIBED. TAMKO BUILDING PRODUCTS, INC. ASSUMES NO RESPONSIBILITY FOR LEAKS OR OTHER ROOFING DEFECTS RESULTING FROM FAILURE TO FOLLOW THE MANUFACTURER'S INSTRUCTIONS. FAILURE TO FOLLOW THESE INSTRUCTIONS WILL ADVERSELY AFFECT COVERAGE UNDER THE LIMITED WARRANTY. SEE THE LIMITED WARRANTY FOR DETAILS. IF YOU HAVE ANY QUESTIONS REGARDING THESE APPLICATION INSTRUCTIONS, PLEASE CONTACT TAMKO'S TECHNICAL SERVICES DEPARTMENT AT 800-641-4691.

TAMKO®, Moisture Guard Plus®, Tam-Shield®, TAM-PRO® and Heritage® are registered trademarks of TAMKO Building Products, Inc.

Information included in these application instructions was current at time of printing. To obtain a copy of the most current version of these application instructions, visit us online at tamko.com or call us at 800-641-4691.

Visit Our Web Site at
tamko.com

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Western District	5300 East 43rd Ave., Denver, CO 80216	800-530-8868

07/12

AFFIDAVIT OF JEFF RICHEY

Comes the Affiant, Jeff Richey, after first being duly sworn and states as follows:

1. My name is Jeff Richey. I am a Territory Manager for TAMKO Building Products, Inc. ("TAMKO"). The information contained in this Affidavit is based upon my personal knowledge.

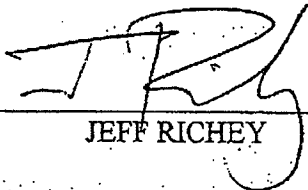
2. I signed and sent a letter similar to the attached unsigned letter to Rana Graham

~~and sent a copy to Lyndon Bolt.~~

3. I have not sent any other letters to either Rana Graham or Lyndon Bolt.

4. I have never performed an inspection of Ms. Graham's roof and have no knowledge as to whether or not the TAMKO shingles were properly installed.

Further affiant sayeth naught.

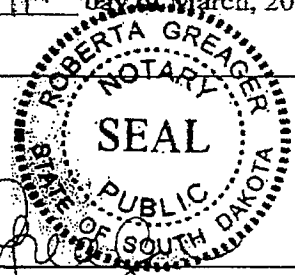


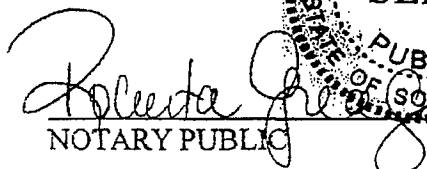
JEFF RICHEY

STATE OF SOUTH DAKOTA)
COUNTY OF Butte) SS.

Subscribed and sworn to before me by Jeff Richey, this 11th day of March, 2014.

My Commission expires: 5-18-2015





ROBERTA GREAGER
NOTARY PUBLIC

February 21, 2014

Rana Graham
4745 Mandalay Lane
Rapid City, SD 57701

RE: TAMKO Limited Warranty

Dear Mrs. Graham:

This letter is to confirm that the TAMKO Limited Warranty printed on your wrapper at the time of your TAMKO shingles purchase remains in full force and effect. Please review the limited warranty for full details.

Sincerely,

TAMKO BUILDING PRODUCTS, INC.



Jeff Richey
Territory Manager



RAPID CITY POLICE DEPARTMENT

Steve Allender, Chief of Police

300 Kansas City Street, Rapid City, SD 57701 | www.rapidcitypolice.org
Administration: 605-394-4133 | Records: 605-394-4117 | Non-Emergency Dispatch: 605-394-4131

Case CR14-201834

Printed on March 10, 2014

Status	Approved
Report Type	Case Report
Primary Officer	Bradley Mansur
Investigator	Sue Fox
Reported At	2/12/14 14:42
Incident Date	10/13/13 00:00 - 2/12/14 14:42
Incident Code	CIV : CIV
Location	4745 mandalay ln, RAPID CITY, SD 57701
Disposition	Closed - No Further Action Required
Dispo Date/Time	3/7/14 13:16
<u>Disposition Comments</u>	
<u>Case Comments</u>	

Offense Information

Offense	Information Item
Statute	80039
Counts	1
Include In NIBRS	Yes
Completed	Yes
Bias Motivation	None (no bias)
Location	Residence/Home
Entry Forced	No
Offense	Notarizing Without Appearance by Parties (M2)
Statute	18-1-11
NIBRS	90Z - All Other Offenses
Counts	1
Include In NIBRS	Yes
Completed	Yes
Bias Motivation	None (no bias)
Location	Residence/Home
Entry Forced	No

Offender

GROHS, ALISON	
Female	18-1-11 - Notarizing Without Appearance by Parties (M2)

Witness

SCHJODT, COLLEEN

Female

18-1-11 - Notarizing Without Appearance by Parties (M2)

(605)342-6633 Business

Other

BOLTCONSTRUCTION

2317 creek dr

RAPID CITY, SD 57703

(605)718-5673 Business

Mentioned: 80039 - Information Item

Mentioned: 18-1-11 - Notarizing Without Appearance by Parties (M2)

BOLT, LYNDON TODD

Male, DOB 12/13/81

911 WEST BLVD

Rapid City, SD 57701

(605)381-8895 Unknown

(605)390-7421 Emergency

Mentioned: 80039 - Information Item

Owner: 18-1-11 - Notarizing Without Appearance by Parties (M2)

GRAHAM, RANA

Female, DOB 1/12/78

4745 MANDALAY LN

Rapid City, SD 57701

858-9805 Unknown

Mentioned: 80039 - Information Item

Mentioned: 18-1-11 - Notarizing Without Appearance by Parties (M2)

GROHS, ALISON

Female

Mentioned: 80039 - Information Item

SCHWEPPE, NATHANIEL ALAN

Male, DOB 10/15/82

22426 PIONEER TRL N

Rapid City, SD 57701

(605)209-5018 Unknown

Mentioned: 80039 - Information Item



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Primary Narrative

Printed on March 10, 2014

Primary Report By Bradley Mansur, 2/12/14 23:57

Case #CR14-201834

Typed By Bradley Mansur

On 2/12/2014, at approximately 1500 hours, I made contact with Rana Graham (DOB: 1/12/1978), reference possible fraud to her and her insurance from Bolt Construction located in Rapid City, SD. On October 13 2013, Bolt Construction was contracted to replace Rana's roof at her address of 4745 Mandalay Ln. The roof had sustained hail damage and Rana received money from her insurance company to get the roof replaced.

Bolt Construction finished the roof in 6 hours on the 13th of October. Rana noticed the roof looked incomplete and shingles were sticking up and out of place. Shingles were falling off of the roof and there were loose shingles. She contacted Bolt Construction and they sent out an employee to inspect the roof. The employee responded several days later and informed Rana the workers had over driven the nails on the roof and it would have to be redone. The employee told Rana, Bolt Construction would be in contact with her to set up a new date to fix the problem. When the employee responded, he took with him the remaining shingles and supplies which Rana was still being charged for.

Rana's mortgage escrow account refused to pay Bolt Construction until the contracted job was completed properly and inspected by a city inspector. Which was in the original contract.

Rana contacted Bolt Construction multiple times over the next 4 months in reference to fixing the roof. After multiple attempts to contact Bolt Construction, Rana contacted two other roofing companies in town. She received estimates for the cost of the roof fix. The two companies both agreed she had been over charged by Bolt Construction, and the craftsmanship was very poor. While she was out with another contractor, the Bolt Construction owner Aaron London contacted the Contractor. He asked the contractor to lie for him and tell Rana he had showed up. The contractor told Rana he was not going to lie for Aaron.

Every time Rana contacted Bolt Construction, they informed her the owner of the business, Aaron was in Arizona. Aaron avoided her calls and she could not get a hold of him.

Rana was informed by an independent, unbiased, contractor about the work she was charged. Rana was charged for a complete gutter and fascia replacement. The only parts of the gutter and fascia which were replaced were those which were highly visible. The rest of the house did not get it's gutter and fascia replaced.

On Monday February 10th 2014, Bolt Construction put a lien on Rana's residence claiming they were not paid for the work they had completed. They sent her a certificate with Aaron's signature saying they had finished the roof on October 13 to their standards. Along with this was a notarized form with Aaron's signature and a notary seal from his Rapid City officer manager.

Rana called the Rapid City office and the employee Alison Grohs informed her Aaron was in Arizona when she notarized the form for the lien. It should be noted, the signature on the notarized form appears to be from a stamp and not made individually by Aaron. Rana suspects Alison stamped the form for Aaron and then notarized it.

Rana called Senator Thune's office and several other city and state offices before going to the Police Department. Senator Thune's office and the other offices advised she file a police report regarding the notary incident to begin getting the lien taken off of her residence.

There was no further information at the time of this report. See attached documentation.



RAPID CITY POLICE DEPARTMENT

Steve Allender, Chief of Police

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Supporting Narrative

Printed on March 10, 2014

Supporting Report By Sue Fox, 3/6/14 13:52

Case #CR14-201834

Typed By Sue Fox

On 3-5-14, I spoke with Rana Graham regarding this case report. She indicated she had researched the laws pertaining to notarizing documents and wanted to pursue criminal charges against all involved in the contractor's lien filed against her. She stated she had also filed a complaint with the City of Rapid City, regarding the improper filing of the work permit. She believed the signature on the City permit was different than the one on the contractor's lien and she suspected it was not properly signed. She said she filed a small claims suit against the company (Bolt Construction) for the inadequate roofing project, and next hearing was scheduled for March 23, 2014. Rana said she did not want to hire a civil attorney to fight the lien issue and was hoping for a criminal charge to act as leverage to get Bolt Construction to drop the lien.

On 3-6-4 at approximately 1330 hrs, I spoke with Alison Grohs via telephone (718-5673). She admitted she participated in the preparation of the contractor's lien paperwork by witnessing Colleen (last name unknown) place Lyndon Bolt's signature stamp on the form and then she (Alison) notarized the signature. She said she had been a notary for many years and was not aware it was unlawful to notarize a stamped signature. She also indicated Colleen advised it was permissible to do so. She said Colleen was a bookkeeper for CPA Ben Folsland, and this occurred in Folsland's office on W Fulton St.

On 3-6-14 at 1450 hrs, I called Colleen Schjodt (342-6633). She recalled Alison bringing a document to her office for Lyndon Bolt's signature stamp, because Lyndon Bolt was out of town. Colleen stated she had been given the authority to stamp Lyndon Bolt's signature, and she stamped the document as requested. She wasn't sure who notarized the signature stamp (didn't remember if it was someone from her office or Alison). She stated she was not a notary and did not know the notary rules, and she did not advise Alison whether it was acceptable or not to notarize a signature stamp. She didn't recall a specific conversation with Lyndon Bolt before she stamped the document, and believed she stamped the document based on prior practices of stamping his name as needed when he was out of town. She assumed Alison had specifically talked to Lyndon.

On 3-7-14 at 0948 hrs, I talked to Lyndon Bolt. He confirmed the use of his signature stamp for the mechanics / contractor's lien was at his request and with his complete knowledge. He explained he typically handles these issues himself, however, because he was completely unavailable (out of state), he believed this was an acceptable practice. He assured me he would never again use the signature stamp for documents requiring a notary witness.

I spoke with Deputy States Attorney Patrick Grode regarding the information gathered from all parties involved. He indicated criminal charges would not be filed in this matter, however, he intended to notify the Secretary of State of the notary issue.

On 3-7-14 at 1010 hrs, I contacted Rana Graham and summarized the information gathered in the investigation. I advised her the case would be closed without prosecution.

On 3-7-14 at 1335 hrs, I contacted Bolt Construction and notified Alison Grohs and Lyndon Bolt the case would be closed without prosecution. Mr. Bolt again stated this error would never occur again.



RAPID CITY POLICE DEPARTMENT

Steve Allender, Chief of Police

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Supporting Narrative

Printed on March 10, 2014

Supporting Report By Sue Fox, 3/10/14 14:00

Case #CR14-201834

Typed By Sue Fox

On 3-10-14 at approximately 1350 hrs, I spoke with Nate Schweppe, owner of Pro Exteriors. He explained he had previously completed an inspection of Rana Graham's roof and submitted a detailed report. Recently, he spoke with Rana Graham and she asked him to call me with the following information.

On this past Saturday (3-8-14), Mr. Schweppe received a telephone call from Lyndon Bolt. During the conversation, Mr. Schweppe said Mr. Bolt said something about giving him "an opportunity to write a rebuttal" to the prior inspection report, and "you have better things to do than go to small claims court and get sued". Mr. Schweppe said Rana Graham had asked him to go with her to the small claims hearing on March 27th regarding his inspection report. He did not know if he would actually testify. Mr. Schweppe believes Mr. Bolt was insinuating that he would sue him over his inspection report and/or his testimony to the small claims court.

END OF REPORT



OFFICE OF THE PENNINGTON COUNTY STATE'S ATTORNEY

Mark A. Vargo—State's Attorney

300 Kansas City Street, Suite 400

Rapid City, SD 57701

Phone: (605) 394-2191

Fax: (605) 394-6093

March 12, 2014

Magistrate Judge Scott Bogue
Pennington County Courthouse
Rapid City, South Dakota

Re: Small Claims # 14-544

Dear Judge Bogue:

I am forwarding you a copy of a police report which may have some relevance to a small claims action filed by Rana Graham. I have reviewed the report and concluded that witness tampering charges are not appropriate at this time. If future developments demonstrate that there is an effort on the part of either party to conceal or falsify evidence by threats or intimidation, I may well revisit that conclusion.

Although criminal charges are not forthcoming, I thought that the Court should be aware of this situation, as it may add context to the testimony at the evidentiary hearing.

Sincerely,

Patrick Grode
Deputy State's Attorney

cc: Rana Graham ✓
Lyndon Bolt
Sgt. Sue Fox, RCPD (w/o attachment)



RAPID CITY POLICE DEPARTMENT

Steve Allender, Chief of Police

300 Kansas City Street, Rapid City, SD 57701 | www.rapidcitypolice.org

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Case Narrative for CR14-201834 (03/10/14 14:00)

Printed on March 12, 2014

Supporting Report By Sue Fox, 3/10/14 14:00

Case #CR14-201834

Typed By Sue Fox

On 3-10-14 at approximately 1350 hrs, I spoke with Nate Schweppe, owner of Pro.Exteriors. He explained he had previously completed an inspection of Rana Graham's roof and submitted a detailed report. Recently, he spoke with Rana Graham and she asked him to call me with the following information.

On this past Saturday (3-8-14), Mr. Schweppe received a telephone call from Lyndon Bolt. During the conversation, Mr. Schweppe said Mr. Bolt said something about giving him "an opportunity to write a rebuttal" to the prior inspection report, and "you have better things to do than go to small claims court and get sued". Mr. Schweppe said Rana Graham had asked him to go with her to the small claims hearing on March 27th regarding his inspection report. He did not know if he would actually testify. Mr. Schweppe believes Mr. Bolt was insinuating that he would sue him over his inspection report and/or his testimony to the small claims court.

END OF REPORT

Proposal

PROPOSAL SUBMITTED TO:	Rana Graham
STREET	4745 mandalay in.
CITY, STATE AND ZIP CODE	rapid city, sd
PHONE	858-9805
JOB NAME	roof inspection
DATE	1/27/2014



We hereby submit specifications and estimate for:

- Numerous installation issues were observed during the roof inspection:
- Shingles on north sides of roof were not sealed down due to cold weather and shingles not being "hand sealed" according to manufacturer cold weather installation instructions. This could cause shingles to blow off before they get a chance to seal down in the spring or summer.
- Fasteners were not installed according to manufacturer instructions, nails were too high in most cases and over driven and or driven into shingle crooked. According to Tamko application instructions improper nailing will "result in termination of Tamko's liabilities under the Limited Warranty".
- Improper shingle starter strip was installed, in some cases a dimensional shingle with no tar line was used as a starter shingle, in other cases the top of a dimensional shingle was used with the plastic strip in contact with the tar line of the first row of shingles, the plastic strip is applied to shingles to prevent them from sealing together in the package so the tar line will never seal to this plastic strip no matter how much sun or heat is applied to the shingle because it is specifically designed not to. This will cause the first row of shingles to lift and allow moisture under the shingles and possible blow off.
- Many fasteners were nailed too close to the seam between shingles which could cause moisture penetrate through that nail.
- Ridge shingles on dormer in rear of house were installed in the wrong direction, from the west to the east rather than from the east to the west (the opposite direction of the prevailing winds). This could cause the ridge shingles to blow off.

We Propose

hereby to furnish materials and labor - complete in accordance with the above specifications, for the sum of:

_____ dollars (\$_).

Payment to be made as follows:

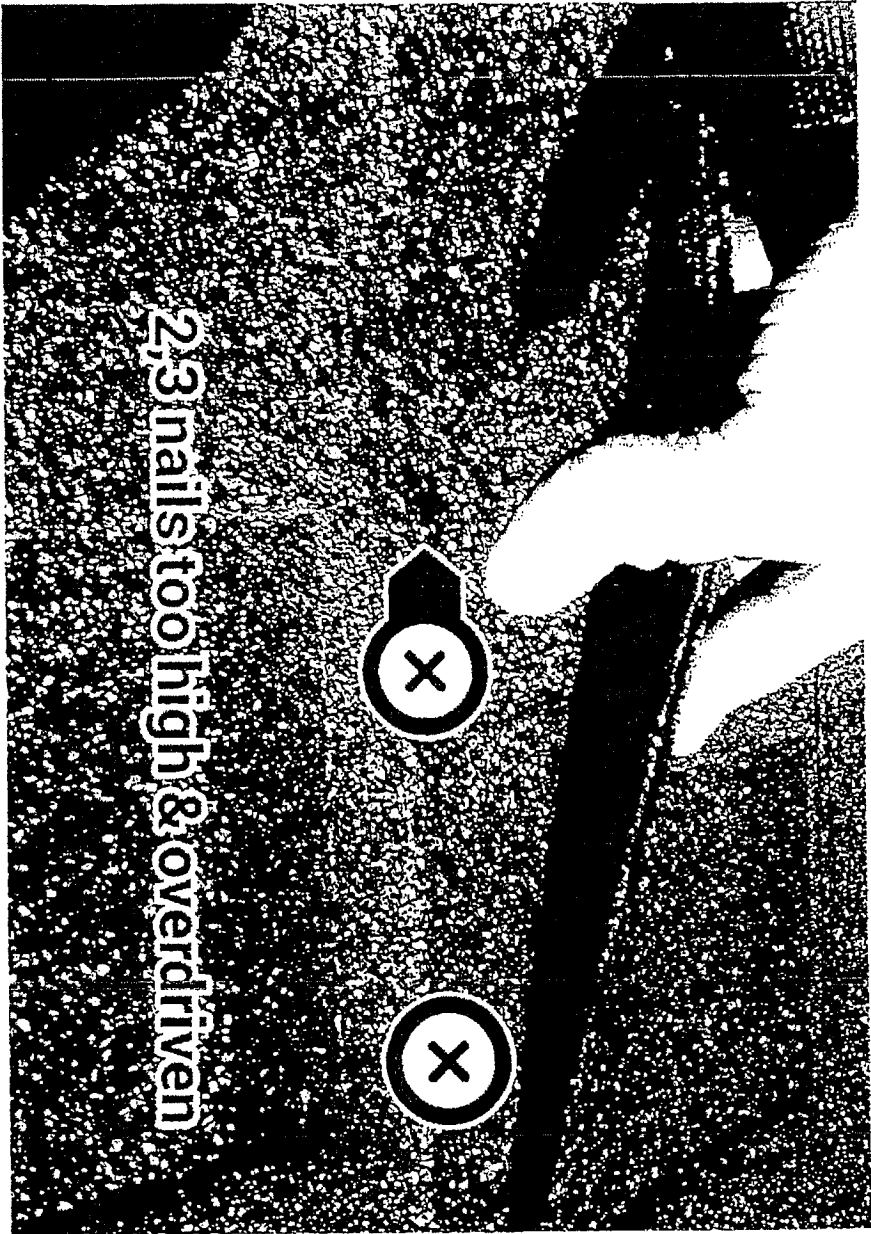
50% of total amount to be paid upon signing of proposal, remaining 50% to be paid upon completion of work.

4. improper starter strip used

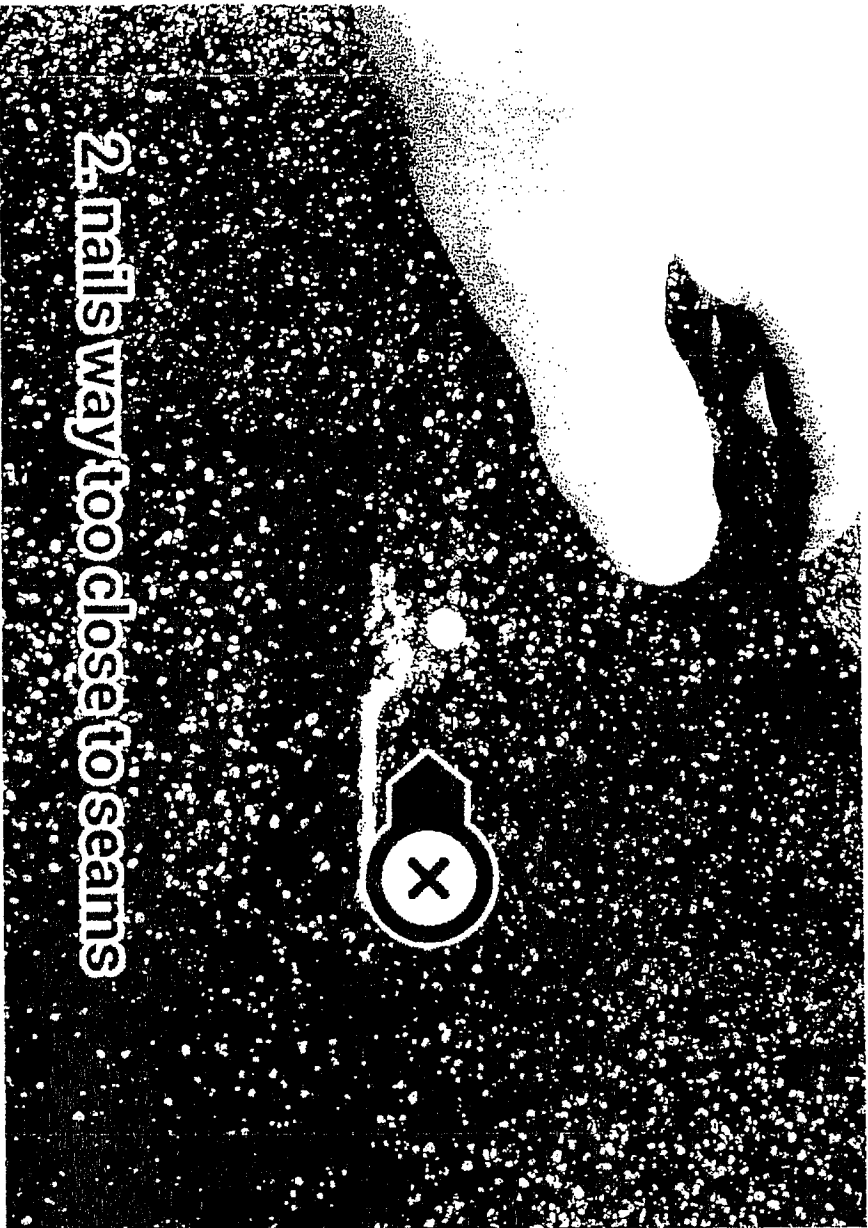


4. Improper starter strip used

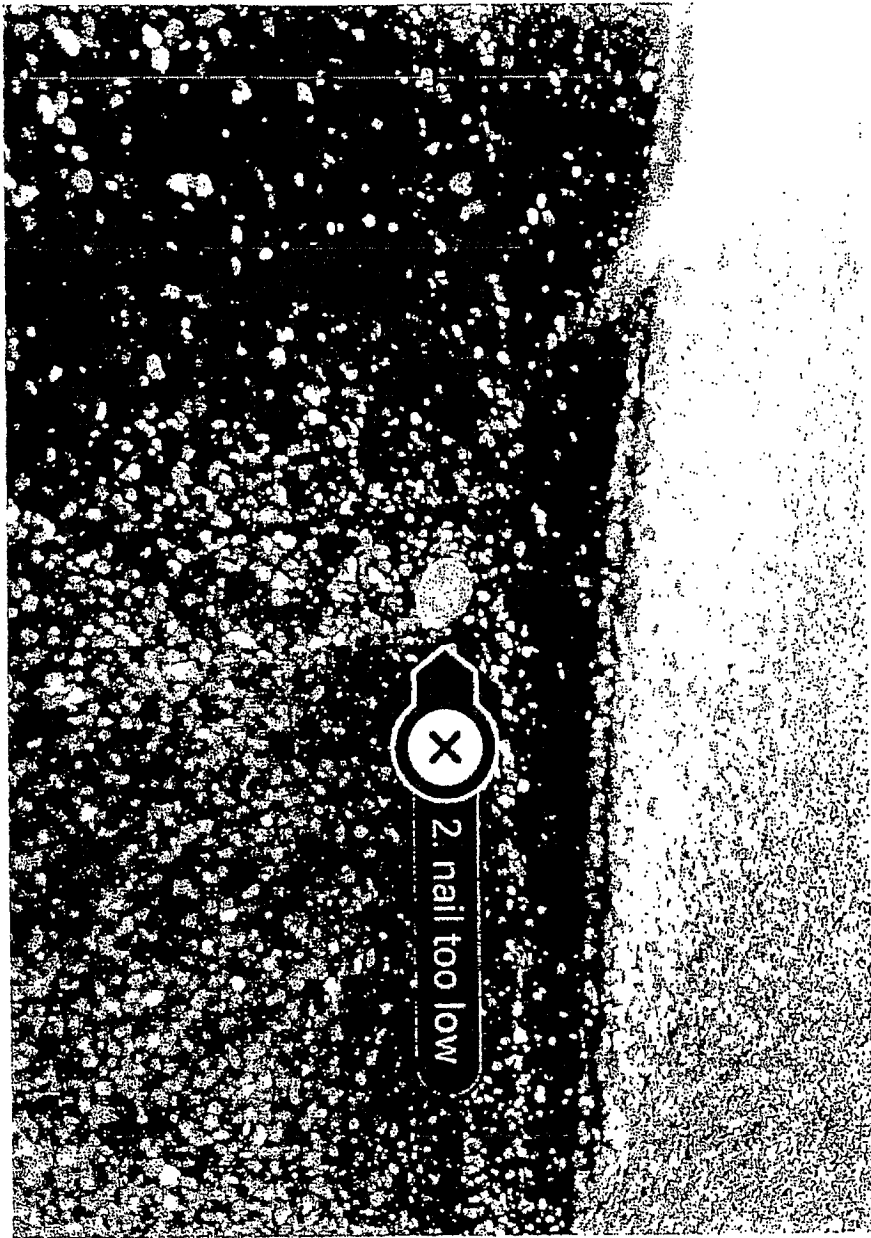




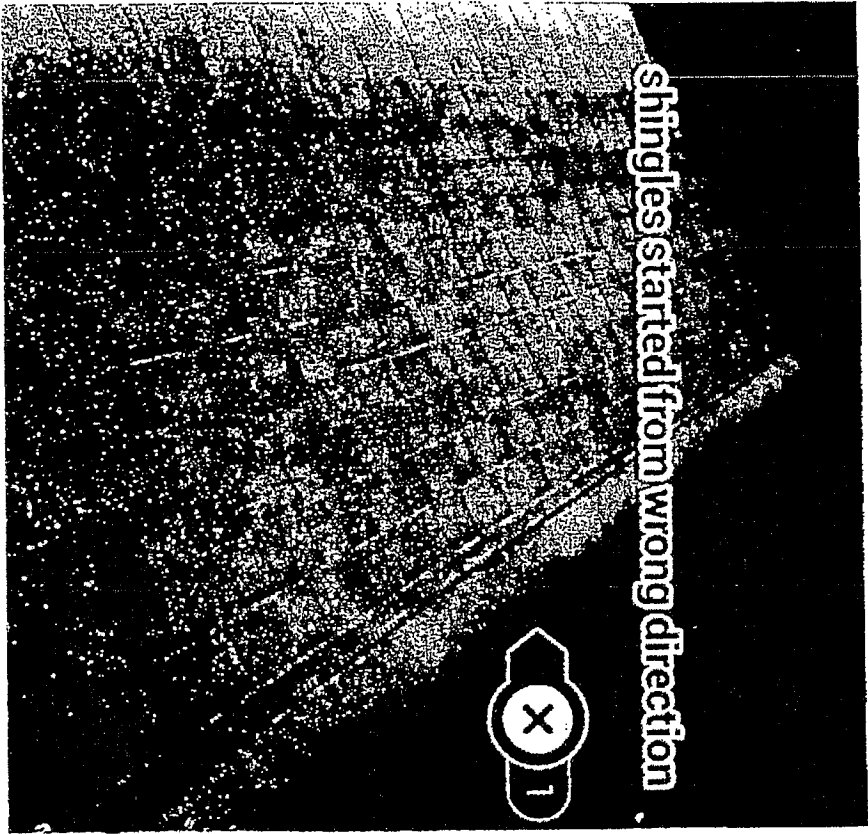
2,3 nails too high & overdriven



2. nails way too close to seams



shingles started from wrong direction



20

429 Kansas City St Ste. 8A
Rapid City, SD 57701
605-716-7663
blackhillsexteriors@gmail.com



Black Hills Exteriors

Roofing Evaluation

For:

Rana Graham at:

4745 Mandalay Lane

Rapid City, SD 57701

605-858-9805

429 Kansas City St Ste. 8A
Rapid City, SD 57701
605-716-7663
blackhillsexteriors@gmail.com

To whom this may concern,

Black Hills Exteriors is a local and licensed contractor of the City of Rapid City. Rana has requested an inspection of their new roof installed by another company. Black Hills Exteriors has found the roof to be installed incorrectly and has voided any warranty with the manufacturer. The manufacturer is Tamko Building Products and the style is Heritage 30 year laminated asphalt shingles. Under the Tamko's application instructions for this shingle it states the following:

- 1) **Standard Fastening Pattern:** (For use on decks with slopes 2 in. per foot to 21 in. per foot.) One fastener 1 in. from each end and one 12 in. from each end of the shingle for a total of 4 fasteners.

The installer did not follow this by nailing to close to the end of the shingle on multiple cases.

- 2) **NAILS:** TAMKO recommends the use of nails as the preferred method of application. Standard type roofing nails should be used. Nail shanks should be made of minimum 12 gauge wire, and a minimum head diameter of 3/8 in. Nails should be long enough to penetrate 3/4 in. into the roof deck. Where the deck is less than 3/4 in. thick, the nails should be long enough to penetrate completely through plywood decking and extend at least 1/8 in. through the roof deck. Drive nail head flush with the shingle surface.

The installer has multiple overdriven nails, under driven nails, and nails that were driven in crooked.

- 3) **Starter Course:** A starter course may consist of Tamko shingle starter, Tamko 10" starter or self-sealing 3-tab shingles. If self-sealing 3-tab shingles are used, remove the exposed tab portion and install with the factory applied adhesive adjacent to the eaves. Attach the starter course with approved fasteners along a line parallel to and 3" to 4" above the eaves edge.

The installer has the starter installed incorrectly due to the following:

Starter courses flipped over causing it to never seal.

Starter courses that are not approved for the starter.

Starter courses has overdriven nails and nailed to high or low in multiple areas.

429 Kansas City St Ste. 8A
Rapid City, SD 57701
605-716-7663
blackhillsexteriors@gmail.com

- 5) **HIP AND RIDGE FASTENING DETAIL:** Apply the shingles with a 5-1/8 in. exposure beginning at the bottom of the hip or from the end of the ridge opposite the direction of the prevailing winds. Secure each shingle with one fastener on each side, 5-1/2 in. back from the exposed end and 1 in. up from the edge. TAMKO recommends the use of TAMKO Hip & Ridge shingle products. Where matching colors are available, it is acceptable to use TAMKO's Elite Glass-Seal shingles cut down to 12 in. pieces. Fasteners should be 1/4 in. longer than the one used for shingles.

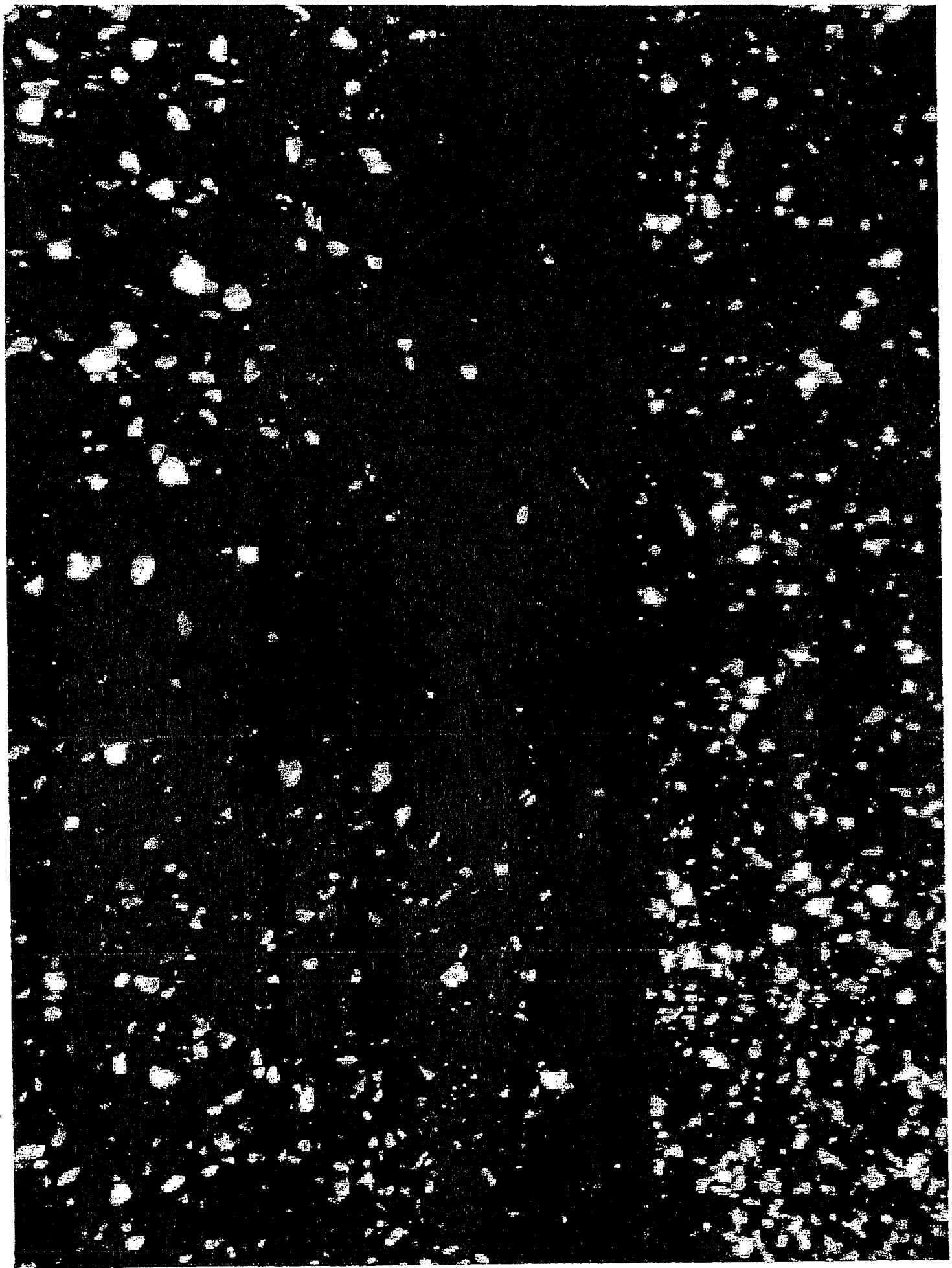
The installer did not install the ridge in the opposite direction of the prevailing winds.

- 6) Below is warranty information from Tamko.

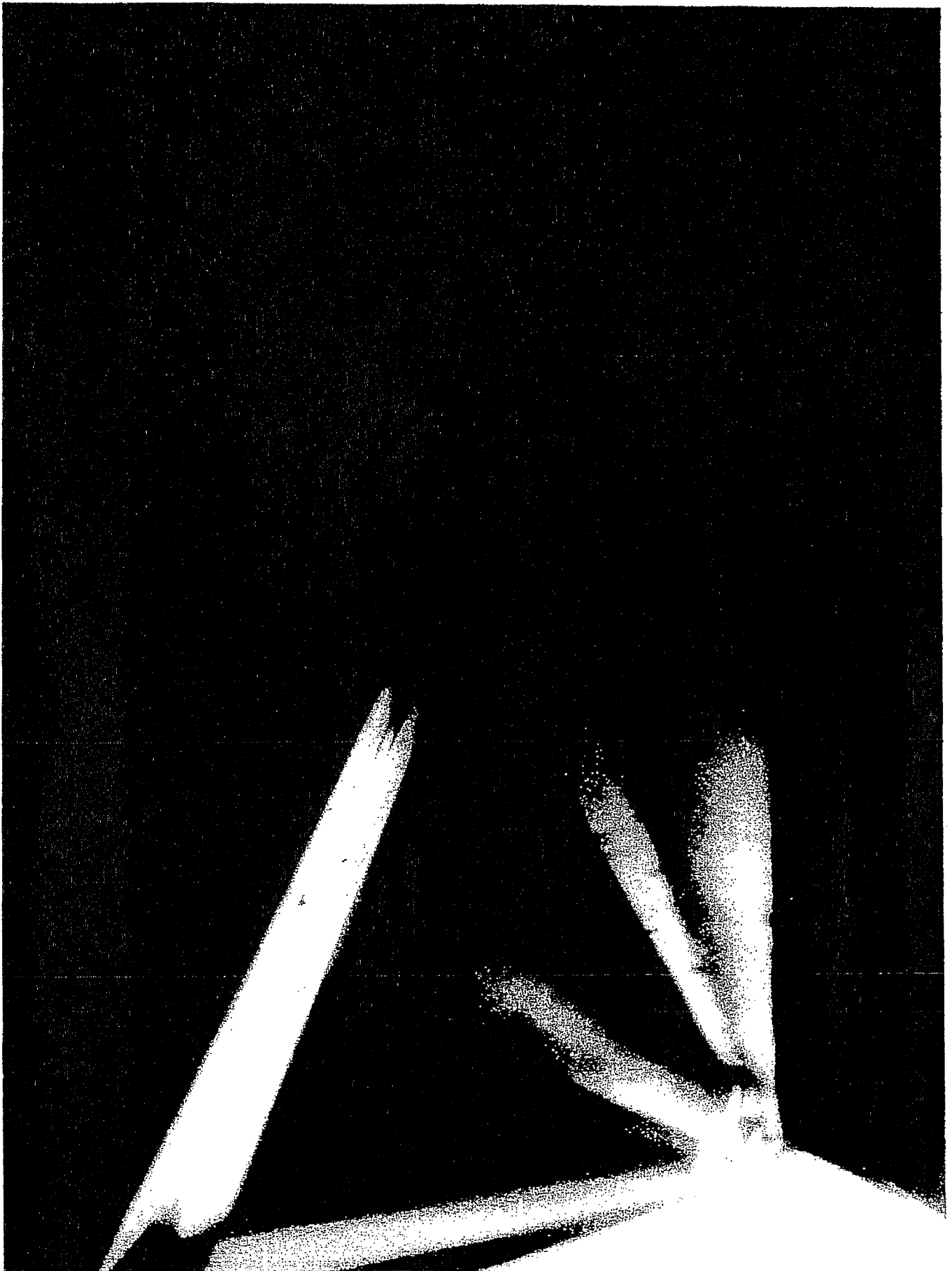
THESE ARE THE MANUFACTURER'S APPLICATION INSTRUCTIONS FOR THE ROOFING CONDITIONS DESCRIBED. TAMKO BUILDING PRODUCTS, INC. ASSUMES NO RESPONSIBILITY FOR LEAKS OR OTHER ROOFING DEFECTS RESULTING FROM FAILURE TO FOLLOW THE MANUFACTURER'S INSTRUCTIONS. FAILURE TO FOLLOW THESE INSTRUCTIONS WILL ADVERSELY AFFECT COVERAGE UNDER THE LIMITED WARRANTY. SEE THE LIMITED WARRANTY FOR DETAILS. IF YOU HAVE ANY QUESTIONS REGARDING THESE APPLICATION INSTRUCTIONS, PLEASE CONTACT TAMKO'S TECHNICAL SERVICES DEPARTMENT AT 800-641-4691.

Limited Wind Warranty: The Shingles are also covered by a Limited Wind Warranty against damage from wind up to the designated wind velocity identified in Table 1. This Limited Wind Warranty applies only if: (a) the Shingles were installed in strict accordance with application instructions printed on the wrapper and (b) the Shingles have had the opportunity to seal down. Shingles that are installed in cool seasons may not seal until weather conditions are adequate to allow the seal down strip to activate and may be vulnerable to blow-offs and wind damage that would not be covered under this Limited Warranty.

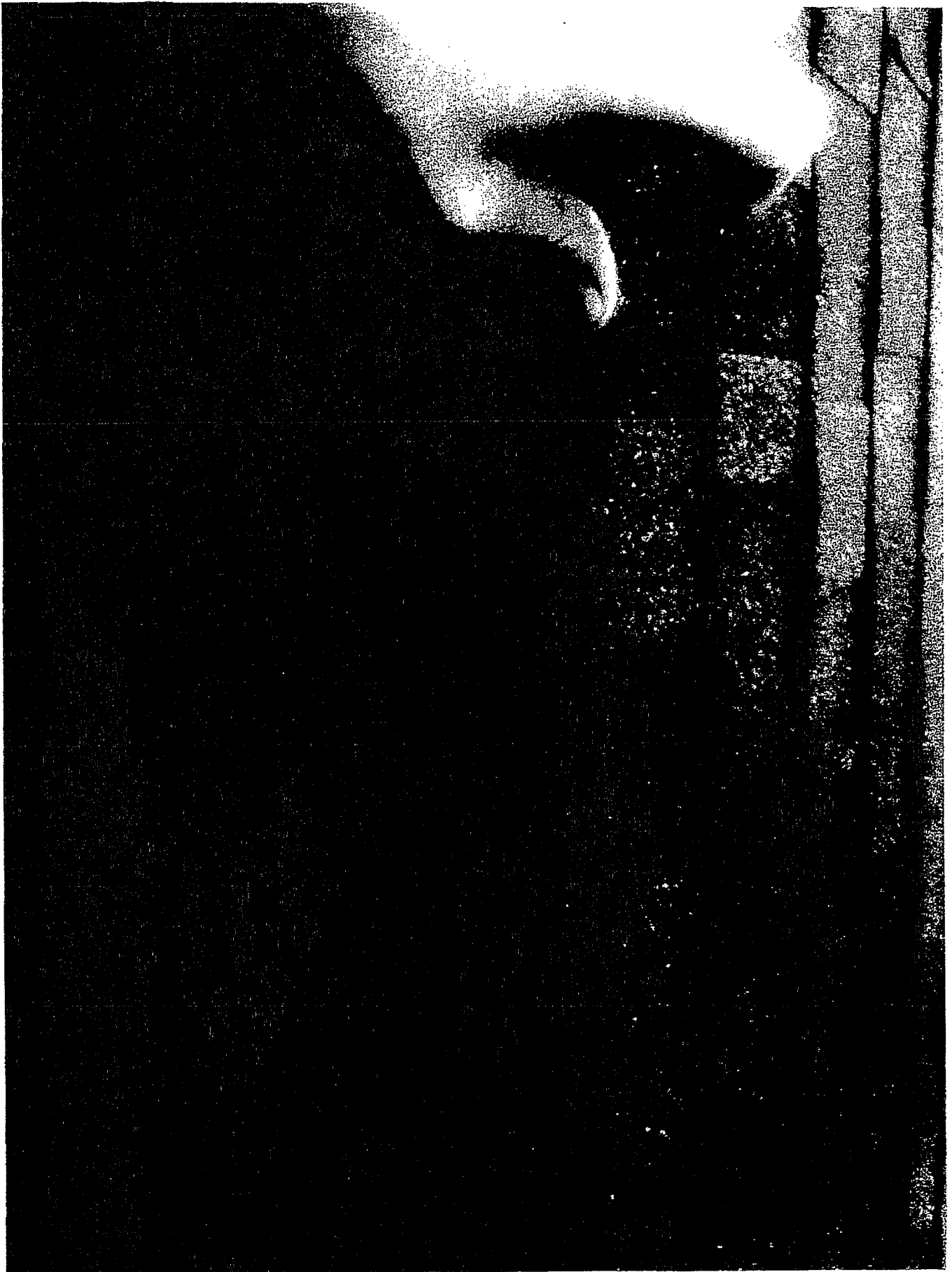
In conclusion, this roof has been installed improperly and has void manufacturer's warranty. The codes for Rapid City state that all shingles must be installed per manufacturers specifications. We are unable to verify that the Ice and Water shield and valleys have been installed in compliance with building codes. This roof will need to be completely removed and reinstalled to meet the manufacturer's specifications, and also be covered under the manufacturer's warranty.









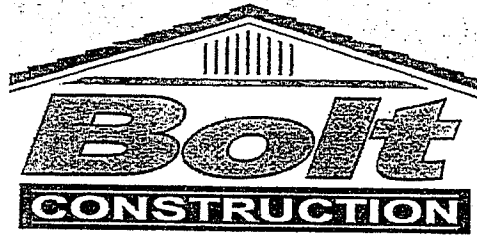


SUBMITTED

BY

LYNDON BOLT

BOLT CONSTRUCTION



August 6, 2014

To: City of Rapid City
Allison Marsland, Assistant City Attorney

Re: Rana Graham Complaint

Please accept this letter by Lyndon Bolt on behalf of Bolt Companies, Inc., d/b/a Bolt Construction, as its response to the allegations Rana Graham has set forth in the Appeal Letter dated July 10, 2014.

1. "Lyndon Bolt was given the opportunity to fix my roof but refused saying nothing was wrong with it and the manufacturer would fix it if needed."

This allegation is false. Every time Mrs. Graham would call with complaints, someone from Bolt Construction would go to her house to inspect the problem. The initial complaints Mrs. Graham made pertained to several ridge caps and shingles that flipped up because of high winds. A Bolt Construction employee immediately went to inspect the problem and sealed down the ridge caps and shingles that had flipped up.

Mrs. Graham continued to call with complaints. Each time, we dispatched an employee to address her concerns—as is our standard practice. Mrs. Graham advised Bolt Construction employee Aaron London that she would be paying for our services. However, it is now my belief that she was simply trying to delay payment until the time for when we could file a mechanic's lien had passed.

2. "In the City Investigation Report Lyndon Bolt admits the starter strips were not done correctly or done to manufacturer code, which means I have no warranty through the manufacture."

First, Bolt Construction used a new crew to replace this roof and used a different method (which is often done in the industry) other than the starter strips. I have spoken to this crew and advised it is the policy of Bolt Construction to use starter strips.

Moreover, on February 21, 2014, Jeff Richey, the Territory Manager for TAMKO Building Products, Inc., sent a letter to Mrs. Graham advising her that the "TAMKO Limited Warranty printed on your wrapper at the time of your TAMKO shingles purchase remains in full force and effect." (Ex. 1: TAMKO Limited Warranty Letter). There is no basis for Mrs. Graham to complain that her warranty is void when she is in receipt of a letter from TAMKO stating her warranty is in full force and effect.

Proudly serving western South Dakota since 1969!

ph. 605.718.5673
fax 605.791.4471

3. "Lyndon Bolt was given 30 days by the City to fix or arrange alternative arrangements with myself to resolve the issues with my roof. He has made no attempt to contact me and the 30 days have lapsed."

I do not recall the City giving me a 30-day period to fix or make alternative arrangements with Mrs. Graham to resolve any issues. I believe the roof she has was satisfactorily constructed pursuant to industry standards. I am not in a position to remedy the situation as Mrs. Graham has refused to make any payments, instructed me to not trespass on her property, previously brought a small claims lawsuit against me, and is seeking to have my license revoked by the City.

4. "He never had a roofing permit to do a roof replacement, he applied for one days after the job was completed."

A Bolt Construction crew re-roofed Mrs. Graham's property on Sunday, October 13, 2013. The City is not open on the weekend to obtain a permit. Rather than make Ms. Graham wait longer to have her roof replaced, we decided to re-roof the property and obtain the permit on the next business day. I agree that this was not correct and have paid the fine assessed by the City.

5. "He never had the roof inspected nor did he hand in an affidavit and pictures for the work completed on my roof, until April 2014. The roof was completed September 13 2013."

This allegation is inaccurate and misleading for several reasons. The Building Board should note that the roof was completed on October 13, 2013, and not September 13, 2013, as Mrs. Graham indicates. Moreover, it is our standard practice to contact the City to inspect the properties we re-roof the morning of the job. There are times when the number of jobs being completed throughout Rapid City makes it impossible for the City inspectors to inspect every roof the day it is completed. It was my understanding that Aaron London, the Bolt Construction estimator superintendent who was responsible for overseeing this project, ensured that the City did inspect this job. However, because of unforeseen circumstances, including the weather, the City was not able to get onto the roof to inspect it in a timely fashion. (Ex. 2: Inspector's Report, Feb. 5, 2014.)

6. "Lyndon Bolt placed a wrongful fraudulent mechanics lien on me and even though my allegations were founded by the City he has still failed to remove the lien. It is also stated in a Police Report that the lien was fraudulent."

The allegation that Bolt Construction filed a "wrongful fraudulent mechanic's lien" on her property is without merit. Ms. Graham's objection is to the manner in which the mechanic's lien was notarized, but there is nothing substantively fraudulent about the mechanic's lien. Lyndon Bolt was out of town and advised his accountant over the telephone to stamp his signature on the mechanic's lien so it could be filed within the legal time frame of 120 days.

Ms. Graham reported this to the authorities, and they determined that there was no violation of law and there was nothing to prosecute.

7. "Lyndon Bolt has also billed me for flashing/gutter aprons, and gutters that were supposed to have been replaced but still show the hail damage, for why it was supposed to be replaced. He also has billed me for a roof that has to be removed and replaced due to it not sealing and the starter strips, over driven nails, shiners and the ridge vent facing the wrong direction."

Bolt Construction gave Mrs. Graham an estimate to replace all her gutters and downspouts with an initial estimate of 195 feet of new gutter which was later estimated at 152 feet. (Ex. 3: 1st Invoice and 2nd Invoice.) Unbeknownst to the billing department at Bolt Construction, Mrs. Graham, Josh Kenner, and Aaron London did a walk around at Mrs. Graham's house, and she decided that she did not want to replace all the gutters and downspouts. As a result, when the gutters were installed on October 25, only 115 feet of gutter was installed. This resulted in an overcharge because the office was not aware that Mrs. Graham elected not to have all the gutters and downspouts replaced.

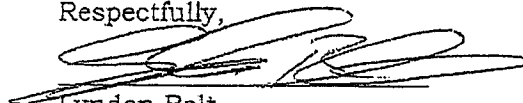
Mrs. Graham called and informed the office that not all the gutters were replaced. As a result, a new invoice was issued for the correct amount of footage used. Further, Bolt Construction removed and replaced a redwood handrail on her front steps without charging for labor (2 hours) or material (\$115.89) and also gave Mrs. Graham a further reduction in price of \$250. (Ex. 4: 4th Invoice.)

8. "Lyndon Bolt contacted one of the independent Contractors who did an inspection on my roof and made a threat towards him, which is also logged in a Police report."

I contacted Nate Schweppe, of ProExteriors, regarding his proposal and specifically his representation that the Tamko warranty was void. I advised him that we had a letter from Tamko's representative stating that the warranty for Mrs. Graham's shingles was in full force and effect. I inquired whether Mr. Schweppe wanted to retract the representations in his proposal because now that he knew the warranty was still valid and that litigation had been filed by Ms. Graham. At no time did I ever threaten Mr. Schweppe.

I would be happy to clarify any of my responses or answer any other questions prior to, or during, the hearing set for August 12, 2014 at 7:30 a.m.

Respectfully,



Lyndon Bolt
Bolt Companies, Inc.



February 21, 2014

Rana Graham
4745 Mandalay Lane
Rapid City, SD 57701

RE: TAMKO Limited Warranty

Dear Mrs. Graham:

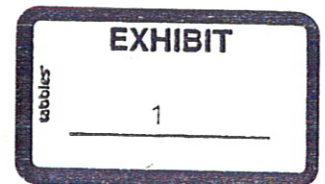
This letter is to confirm that the TAMKO Limited Warranty printed on your wrapper at the time of your TAMKO shingles purchase remains in full force and effect. Please review the limited warranty for full details.

Sincerely,

TAMKO BUILDING PRODUCTS, INC.



Jeff Richey
Territory Manager



ADDRESS 4745 MANDALAY LN
PERMIT NO CIBP13-4315

OWNER DUGAN/GRAHAM KATHLEEN
CONTRACTOR BOLT COMPANIES INC
APPLICANT BOLT COMPANIES INC

INSPECTOR'S REPORT

City of Rapid City
300 SIXTH STREET
RAPID CITY SD 57701
(605) 394-4157

SCHEDULED TIME
INSPECTION NEEDED
B ROOFING

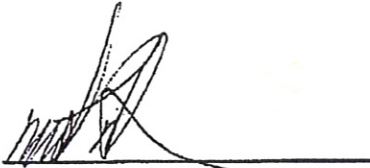
8

PERMIT INFO: REROOF
INSPECTION INFO: RDY AFTER 9:00 RANA 858-9805

Mike Pulkrabek
Corrections / Comments

1 NO INSPECTIONS NO AFFIDAVIT AS OF 2-4-2014 7:30 AM

ROOF COVERED IN SNOW NOT VISIBLE



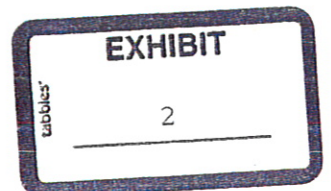
2-5-14

CALL 394-4157 TO SCHEDULE A RE-INSPECTION

INSPECTOR

DATE

INSPECTION CREATED BY: SMH ON Monday, February 3, 2014 AT 14:27



Bolt Construction

2317 Creek Dr. Rapid City, SD 57703
 Office: 605.718.5673 Fax: 605.791.4471

Estimate

Date: Sep 24, 2013
 Estimate No: 13213
 Claim #:

Rana Graham
 Mandalay Ln.
 Rapid City, SD 57701
 (605) 858-9805

Sales Representative
 Email Address
 Cell Phone
 Install Date

Code	Description	Quantity	Rate	Amount
A1 - TAMKO 30	Remove & dispose of single layer of shingles, install Ice & Water shield (per Code) and new layer of 15# synthetic underlayment. Install TAMKO Heritage (30yr.) architectural shingle and replace all pipe boots, roof vents and Style "D" edge metal & gutter apron. All edge metal color to be Mocha. Shingle color- To be determined. Install Ridge Venting (per lineal ft.)	27.45	\$295.00	\$8,097.75
A3 - Ridge Vent		60	\$4.00	\$240.00
BB2- 8.001-9.000	Residential Building Permit	1	\$108.00	\$108.00
SUBTOTAL FOR MAT TAXES	Approx materials sales tax = \$243.00	1	\$243.00	\$243.00
G990 - 5" R & R Gutter	Remove & Recycle old gutter. Install new 5" seamless aluminum gutter (032 gauge) - Color Mocha	195	\$5.65	\$1,101.75

Project Notes:

- 1.) All gutters and job sites will be cleaned at job completion.
- 2.) We try our best to reinstall roof mounted television dishes in their previous location, however you may have to contact your service provider to recalibrate your dish.
- 3.) If your home has skylights, we are not responsible for interior repairs necessary. These will be addressed on a case-by-case basis.

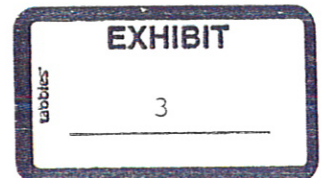
If you have questions or concerns on your project, please feel free to ask. Thank you for your consideration!

Subtotal \$9,790.50
 Excise Tax (2.04%) \$199.73
Total \$9,990.23

X _____
 Signature authorizing work to proceed

Invoices 30 days past due subject to 1.5% interest charges per month until paid

Proudly serving Western South Dakota since 1969!



2nd Invoice

Invoice

Bolt Construction

2317 Creek Drive Rapid City, SD, 57703
Office: 605.718.5673 Fax: 605.791.4471

Date: Oct 14, 2013
Invoice No: 13045
Terms: NET 30
Due Date: Nov 13, 2013

Bill To: Rana Graham
4745 Mandalay Ln.
Rapid City, SD 57701
(605) 858-9805

Sales Representative
Email Address
Cell Phone
Install Date

Table with 5 columns: Code, Description, Quantity, Rate, Amount. Includes items like TAMKO 30 shingles, Ridge Vent, Residential Building Permit, and gutter installation.

Handwritten notes: \$5 ft, \$157.28, \$1.84

Handwritten notes: \$858.80, \$663.00

*Indicates non-taxable item

On behalf of all of us at Bolt Construction, I'd like to thank you for the trust you've placed in us. We appreciate your business. If you should need anything further, please do not hesitate to call.

Best wishes,

Summary table: Subtotal \$9,663.44, Excise Tax (2.04%) \$197.13, Total \$9,860.57, Paid \$0.00

Balance Due \$9,860.57

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!

Bolt Construction

2317 Creek Drive Rapid City, SD 57703
 Office: 605-718-5673 Fax: 605-791-4471

4th invoice

Invoice

Date: Oct 14, 2013
 Invoice No: 13045
 Claim:
 Terms: NET 30
 Due Date: Nov 13, 2013

Bill To: Rana Graham
 4745 Mandalay Ln.
 Rapid City, SD 57701

Sales Representative: Aaron London
 Email Address:
 Cell Phone: 605-431-9963
 Install Date:

Code	Description	Quantity	Rate	Amount
A1 - TAMKO 30	Remove & dispose of single layer of shingles, install Ice & Water shield (per Code) and new layer of 15# synthetic underlayment. Install TAMKO Heritage (30yr.) architectural shingle and replace all pipe boots, roof vents and Style "D" edge metal & gutter apron. All edge metal color to be Mocha. Shingle color-Rustic Redwood	27.45	\$295.00	\$8,097.75
A3 - Ridge Vent	Install Ridge Venting (per lineal ft.) (There will be no charge estimated at \$240.00).	60	\$0.00	\$0.00
BB2- 8,001-9,000	Residential Building Permit	1	\$108.00	\$108.00
SUBTOTAL FOR MAT. TAXES	Approx materials sales tax = \$243.00	1	\$243.00	\$243.00
G990 - 5" R & R Gutter	Remove & Recycle old gutter. Install new 5" seamless aluminum gutter (.032 gauge) Color:Mocha	115	\$5.65	\$649.75
MISC-01	Misc:Remove & Replace redwood handrail on front steps. Material charge only. No labor charge of 2 hours.(There will be no charge for material estimated at \$115.89)	1	\$0.00	\$0.00
DISC - BB	Discount - Bolt Bucks!	1	-\$250.00	-\$250.00*

* Indicates non-taxable item

On behalf of all of us at Bolt Construction, I'd like to thank you for the trust you've placed in us. We appreciate your business. If you should need anything further, please do not hesitate to call.

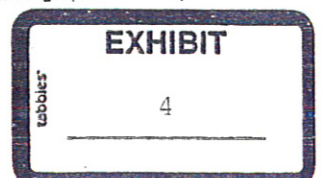
Best wishes,

Subtotal \$8,848.50
 Excise Tax (2.04%) \$185.61
 Total \$9,034.11
 Paid \$0.00

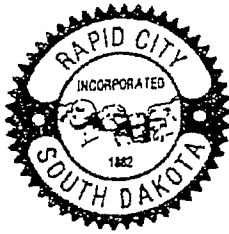
Balance Due \$9,034.11

Invoices 30 days past due subject to 1.5% interest charges per month until paid.

Proudly serving Western South Dakota since 1969!



**Additional
Documents
provided by
Building Services**



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

Community Planning & Development Services

300 Sixth Street

Brad Solon, Division Manager, Building Services
Community Planning & Development Services
city web: www.rcgov.org

Phone: 605-394-4120
Fax: 605-394-6636
e-mail: brad.solon@rcgov.org

July 23, 2014

Lyndon Bolt
Bolt Companies
2317 Creek Dr
Rapid City, SD 57703

Re: Rapid City Permit CIBP13-4315

Dear Lyndon Bolt dba Bolt Companies,

The Rapid City Building Board will hear an appeal from Rana Graham concerning the denial of a request for revocation of the license for Lyndon bolt dba Bolt Companies. You or your representative should attend this public meeting.

The next regular scheduled meeting of the Rapid City Building Board is Tuesday, August 12, 2014 at 7:30 AM. The meeting is held in the Third Floor East Conference Room at the City/School Administration Center, 300 6th Street, Rapid City.

Please call me if you have any questions.

Sincerely,

Brad Solon
Division Manager
Building Services



EQUAL OPPORTUNITY EMPLOYER



CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

Community Planning & Development Services

300 Sixth Street

Brad Solon, Division Manager, Building Services
Community Planning & Development Services
city web: www.rcgov.org

Phone: 605-394-4120
Fax: 605-394-6636
e-mail: brad.solon@rcgov.org

May 23, 2014

Lyndon Bolt
Bolt Companies
2317 Creek Dr
Rapid City, SD 57703

Re: Work without a permit – Double Fee Penalty

Dear Lyndon Bolt, Bolt Companies,

It has been brought to the attention of the City that Bolt Companies did roofing work at 4745 Mandalay Lane in Rapid City prior to obtaining a permit. City ordinance requires permits prior to commencing work and the penalty for such activity is a double fee. A double fee penalty in the amount of \$108 has been added to the permit that was obtained for the work. Bolt Companies is responsible for the payment of the double fee. Please pay the \$108 fee without any delay.

Also, if you are not aware City ordinance also states that a contractor that does roofing without a permit can have their license revoked or suspended for such activities. Always obtain permits prior to performing work within the City of Rapid City.

Please call me if you have any questions.

Sincerely,

Brad Solon
Division Manager
Building Services



EQUAL HOUSING
OPPORTUNITY

EQUAL OPPORTUNITY EMPLOYER