

**OFFICIAL AGENDA  
TUESDAY March 24, 2026  
Meeting Start Time: 9:00 a.m.  
Board of County Commissioners  
Yellowstone County, Montana  
Ostlund Building  
2825 3rd Ave N, Room 309  
Billings, MT  
8:45 a.m. Agenda Setting**

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Pledge to the Flag: Moment of Silence: Minutes

**REGULAR AGENDA**

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**9:00 a.m. PRESENTATION**

Detention Facility Promotions - Detention Officer Matthew Basner to Corporal; Detention Officer Jeremiah Hoellein to Corporal; Detention Officer Julia Spint to Corporal

**9:00 a.m. RECOGNITION**

William Chandler	Detention Center	25 Years of Service
Debora Rindahl-Harvilak	Detention Center	20 Years of Service
Henry Richards	Youth Services Center	20 Years of Service
Linnea Forseth	County Attorney	15 Years of Service

**9:00 a.m. BID OPENING**

Open and Acknowledge RFP for MetraPark Arena East Rock Stabilization

**9:00 a.m. PUBLIC HEARING**

- a. Resolution 26-25 to Grant Tax Abatement to CHS on Class Eight Property
- b. Resolution 26-26 to Grant Tax Abatement to Phillips 66 on Class Eight Property
- c. Resolution 26-27 to Grant Tax Abatement to Par Montana on Class Eight Property

**PUBLIC COMMENTS ON REGULAR, CONSENT AND FILED AGENDA ITEMS**

1. **ELECTIONS**

Resolution 26-24 Polling Place Relocation - Laurel

**CLAIMS**

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**CONSENT AGENDA**

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1. **CLERK AND RECORDER**

- a. Plat of White Buffalo Subdivision and the S.I.A.
- b. Amended S.I.A. for Platinum Commercial Park Subdivision

**2. COMMISSIONERS**

Board Openings - Updated List

**3. FINANCE**

- a. Bonds for Lost Warrants
- b. Change Order #3 - Bauer Construction - Metra Skybox Reno

**4. METRA PARK**

TMS MontanaFair Production Contract

**5. PUBLIC WORKS**

- a. 2026 RSID Chip Seal, Change Order #1 with Hardrives Construction
- b. Warranty Deed Conveying Utility Lot 7, Block 3, Corrected Plat of Platinum Commercial Park Subdivision
- c. Yellowstone County's Municipal Separate Storm Sewer System (MS4) Annual Report for Calendar Year 2025
- d. Yearly Fuel Tax Certification of Roadway Mileage - SFY2027

**6. HUMAN RESOURCES**

**PERSONNEL ACTION REPORTS - Youth Services Center - 1 Appointment; Detention Facility - 1 Appointment, Finance - 1 Salary & Other; Sheriff's Office - 1 Appointment**

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**FILE ITEMS**

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**1. CLERK AND RECORDER**

Board Minutes - Yellowstone Conservation District Board Minutes, MetraPark Advisory Board Minutes

**PUBLIC COMMENTS ON COUNTY BUSINESS**

\*Public comment is an opportunity for individuals to address the Board, however, the Board cannot engage in discussion or take action on items not properly noticed on the agenda.

**B.O.C.C. Regular**

**Meeting Date:** 03/24/2026

**Title:** Detention Facility Promotions

**Submitted By:** Teri Reitz, Board Clerk

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**TOPIC:**

Detention Facility Promotions - Detention Officer Matthew Basner to Corporal; Detention Officer Jeremiah Hoellein to Corporal; Detention Officer Julia Spint to Corporal

**BACKGROUND:**

N/A

**RECOMMENDED ACTION:**

Recognize.

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**B.O.C.C. Regular**

**Meeting Date:** 03/24/2026

**Title:** March Recognition

**Submitted By:** Charri Victory

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**TOPIC:**

William Chandler	Detention Center	25 Years of Service
Debora Rindahl-Harvilak	Detention Center	20 Years of Service
Henry Richards	Youth Services Center	20 Years of Service
Linnea Forseth	County Attorney	15 Years of Service

**BACKGROUND:**

na

**RECOMMENDED ACTION:**

na

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**B.O.C.C. Regular**

**Meeting Date:** 03/24/2026

**Title:** Open and Acknowledge RFP MetraPark Arenas East Rock Stabilization

**Submitted By:** Teri Reitz, Board Clerk

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**TOPIC:**

Open and Acknowledge RFP for MetraPark Arena East Rock Stabilization

**BACKGROUND:**

N/A

**RECOMMENDED ACTION:**

Refer to staff.

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**B.O.C.C. Regular**

a.

**Meeting Date:** 03/24/2026

**Title:** Resolution to Grant Tax Abatement to CHS on Class Eight Property and Setting the Public Hearing

**Submitted By:** Steve Williams

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**TOPIC:**

Resolution 26-25 to Grant Tax Abatement to CHS on Class Eight Property

**BACKGROUND:**

CHS has submitted an application for a tax abatement for section 8 property. Pursuant to MCA 15-6-138 the board must approve the abatement, but has discretion to set the abatement at 80, 90, or 100 percent. It stays at this abatement level for five years. For years six through ten, the abatement is reduced proportionally until it is at 0.

**RECOMMENDED ACTION:**

Hold a public hearing and determine the abatement percentage (80, 90, or 100) and pass the resolution. Barring unique circumstances, the county usually sets the abatement at 80%.

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**Attachments**

CHS Application

CHS Resolution

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9489 0090 0027 6563 1740 62

February 27, 2026

Yellowstone County Commissioners  
PO Box 35000  
Billings, MT 59107

**RE: APPLICATION FOR PROPERTY TAX ABATEMENT APPLICATION FOR  
MANUFACTURING MACHINERY, FIXTURES, AND EQUIPMENT – LAUREL REFINERY**

Dear County Commissioners,

With this letter, we are requesting that the attached Class Eight Business Equipment Property be certified of the Property Tax Abatement for Manufacturing Machinery, Fixtures, and Equipment. The listed equipment is used to manufacture asphalt products from 1/1/2025 thru 12/31/2025.

Please contact Travis Liles at [dl.ptscomplexstate@kroll.com](mailto:dl.ptscomplexstate@kroll.com) should you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Travis Liles".

Travis Liles  
Director  
Tax Services

Enclosure



# Property Tax Abatement Application for Manufacturing Machinery, Fixtures, and Equipment

ABATE  
V2 1/2025

The property owner or the property owner's representative must submit this application to the local governing body of the county where the property is located for approval by resolution. Refer to [15-6-138, MCA](#) for the definition of manufacturing machinery, fixtures, and equipment, and for detailed information on the application process.

For property used in a manufacturing process for which the property owner did not seek approval prior to commencing construction, the property owner must apply by March 1 of the year during which the abatement is first applicable for manufacturing machinery, fixtures, and equipment installed and placed in service after October 1, 2023.

## Required Information

Applicant Name

CHS Inc.

Mailing Address

308 Highway 212 South

City Laurel

State Montana ZIP 59044

Email dl.ptscomplexstate@kroll.com

Contact Phone (469) 547-8667

Property Address

308 Highway 212 South

City Laurel

State Montana ZIP 59044

County Yellowstone

Geocode(s) Can be found on the classification and appraisal notice.

03-0821-16-4-09-01-0000

Assessment code(s) Can be found on the classification and appraisal notice.

00D027390

Complete the questions below for the project's qualifying manufacturing machinery, fixtures, and equipment.

1 Project's construction commencement date 

0	1	0	1	2	0	2	5
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2 Project's estimated construction completion date 

1	2	3	1	2	0	2	5
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3 Project's estimated cost \$ 8535295

4 A project plan is included with the application providing specific descriptions of qualifying manufacturing machinery, fixtures, and equipment.  Yes  No

*Project plan must include site plans, construction blueprints or CAD files, and detailed equipment list with complete installation costs, installed date, and placed-in-service date for each qualifying component.*

5 The application shall be deemed for all manufacturing machinery, fixtures, and equipment identified in the project plan, regardless of the project's estimated cost, unless part of the project is otherwise exempt from property tax.

Is the applicant applying for an abatement on all manufacturing machinery, fixtures, and equipment identified in the project plan?

Yes       No

If no, please explain the reason for the difference and identify the manufacturing machinery, fixtures, and equipment on which the applicant is requesting an abatement, including estimated costs associated with each. Add additional pages if necessary.

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6 NAICS code for the property 324110

**Applicant Signature**  \_\_\_\_\_ **Date**

0	2	2	7	2	0	2	6
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**Printed Name** Travis Liles

**Important!** The applicant must provide a copy of their application to the Department of Revenue within 30 days of submitting their application to the local governing body.

**Questions?** Contact us at [dorpadindustrial@mt.gov](mailto:dorpadindustrial@mt.gov) or (406) 444-7968.

**County Government Use Only**

Within 120 days of receiving an application, the local governing body shall issue a decision whether to approve an abatement at 100%, 90%, or 80%. If the governing body fails to issue a decision within 120 days of receiving an application, the application is considered approved in an amount equal to 100%. If an applicant's property qualifies for the abatement, the local governing body may not deny the abatement and the minimum amount of the abatement may not be less than 80%. Please refer to [15-6-138, MCA](#) , for detailed information on the application process.

Complete the questions below.

1 Tax abatement application received on

2 Local governing body published public hearing notice within 60 days of receiving a completed application.

Yes  No

3 Public hearing held on

4 Project tax abatement  Approved Exemption Amount:  100%  90%  80%

5 Approved tax abatement to be implemented beginning Tax Year

In the first five years after the manufacturing machinery, fixtures, and equipment assets are placed in service, the assets will be designated as 80% exempt, 90% exempt, or 100% exempt. The initial year that the assets are placed in service must be designated in the approving resolution.

The exemption must be phased out at a rate of 20% of the amount allowed by the local governing body with the property being assessed at 100% of its taxable value after a 10-year period. In subsequent years, the property must be taxed at 100% of its taxable value.

**Important!** Approved application and a copy of the resolution, with a description of the manufacturing machinery, fixtures, and equipment that qualified for the tax abatement, must be sent to:

Department of Revenue  
PO Box 8018  
Helena MT 59604-8018

County Official Signature \_\_\_\_\_ Date

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

Questions? Contact us at [dorpadindustrial@mt.gov](mailto:dorpadindustrial@mt.gov) or (406) 444-7968.

Asset Number	Location	Description	AFE Number	State	Unit	Plant Location	Life Months	Month/Year Added to FA	1 - Cost Cumulative 12 Actual 2024	Category Code 13
272165	752001	Tank 88 Instrumentation & Wiri	EB24187 C5	MT	Plant Equipment	T&S - T&S	240	1/31/2025	1,374.80	PP - Personnel Property
272166	752001	Tank 88 Instrumentation & Wiri	EB24187 C6	MT	Plant Equipment	T&S - T&S	240	1/31/2025	45,096.00	PP - Personnel Property
272167	752001	Tank 88 Instrumentation & Wiri	EB24187 E6	MT	Plant Equipment	T&S - T&S	240	1/31/2025	804.39	PP - Personnel Property
272168	752001	Tank 88 Instrumentation & Wiri	EB24187 E6	MT	Plant Equipment	T&S - T&S	240	1/31/2025	374.50	PP - Personnel Property
272169	752001	Tank 88 Instrumentation & Wiri	EB24187 E6	MT	Plant Equipment	T&S - T&S	240	1/31/2025	24,013.78	PP - Personnel Property
272170	752001	Tank 88 Instrumentation & Wiri	EB24187 H5	MT	Plant Equipment	T&S - T&S	240	1/31/2025	2,629.00	PP - Personnel Property
272172	752001	Tank 88 Instrumentation & Wiri	EB24187 G6	MT	Plant Equipment	T&S - T&S	240	1/31/2025	18,883.96	PP - Personnel Property
272173	752001	Tank 88 Instrumentation & Wiri	EB24187 G6	MT	Plant Equipment	T&S - T&S	240	1/31/2025	5,762.80	PP - Personnel Property
272174	752001	Tank 88 Instrumentation & Wiri	EB24187 G6	MT	Plant Equipment	T&S - T&S	240	1/31/2025	939.35	PP - Personnel Property
272185	752001	Zone A Caustic Tank Quality As	EB21144 B1	MT	Plant Equipment	1SU - 1SULFUR	240	1/31/2025	990.00	PP - Personnel Property
272186	752001	Zone A Caustic Tank Quality As	EB21144 B1	MT	Plant Equipment	1SU - 1SULFUR	240	1/31/2025	73.13	PP - Personnel Property
272187	752001	Zone A Caustic Tank Bulk Mater	EB21144 F4	MT	Plant Equipment	1SU - 1SULFUR	240	1/31/2025	5,506.59	PP - Personnel Property
272188	752001	Zone A Caustic Tank Labor and	EB21144 H4	MT	Plant Equipment	1SU - 1SULFUR	240	1/31/2025	36,604.36	PP - Personnel Property
272189	752001	Zone A Caustic Tank Labor and	EB21144 H4	MT	Plant Equipment	1SU - 1SULFUR	240	1/31/2025	22,529.20	PP - Personnel Property
272190	752001	Zone A Caustic Tank Labor and	EB21144 H4	MT	Plant Equipment	1SU - 1SULFUR	240	1/31/2025	3,822.21	PP - Personnel Property
272191	752001	Zone A Caustic Tank Labor and	EB21144 H4	MT	Plant Equipment	1SU - 1SULFUR	240	1/31/2025	5,478.10	PP - Personnel Property
272246	752001	Hwy 212 Guardrail Upgrades Qua	EB24185 B1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	1,420.00	PP - Personnel Property
272247	752001	Hwy 212 Guardrail Upgrades Qua	EB24185 B1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	287.50	PP - Personnel Property
272248	752001	Hwy 212 Guardrail Upgrades Bul	EB24185 E1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	1,454.11	PP - Personnel Property
272249	752001	Hwy 212 Guardrail Upgrades Bul	EB24185 E1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	1,082.00	PP - Personnel Property
272250	752001	Hwy 212 Guardrail Upgrades Bul	EB24185 E6	MT	Plant Equipment	GEN - Gen	240	2/28/2025	3,200.00	PP - Personnel Property
272251	752001	Hwy 212 Guardrail Upgrades Bul	EB24185 E6	MT	Plant Equipment	GEN - Gen	240	2/28/2025	15,520.92	PP - Personnel Property
272252	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 G1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	55,204.90	PP - Personnel Property
272252	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 G1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	29,644.28	PP - Personnel Property
272253	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 G1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	200,207.64	PP - Personnel Property
272254	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 G1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	10,090.30	PP - Personnel Property
272255	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 G1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	8,748.00	PP - Personnel Property
272256	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 G6	MT	Plant Equipment	GEN - Gen	240	2/28/2025	6,727.00	PP - Personnel Property
272257	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 G6	MT	Plant Equipment	GEN - Gen	240	2/28/2025	1,264.28	PP - Personnel Property
272258	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 G8	MT	Plant Equipment	GEN - Gen	240	2/28/2025	250.11	PP - Personnel Property
272259	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 G8	MT	Plant Equipment	GEN - Gen	240	2/28/2025	3,940.13	PP - Personnel Property
272260	752001	Hwy 212 Guardrail Upgrades Lab	EB24185 H1	MT	Plant Equipment	GEN - Gen	240	2/28/2025	1,094.50	PP - Personnel Property
272261	752001	Hwy 212 Guardrail Upgrades Ren	EB24185 H5	MT	Plant Equipment	GEN - Gen	240	2/28/2025	400.00	PP - Personnel Property
272262	752001	Hwy 212 Guardrail Upgrades Ren	EB24185 H5	MT	Plant Equipment	GEN - Gen	240	2/28/2025	638,716.79	PP - Personnel Property
272317	752001	Weld Shop IH and Climate Contr	EB24109 C2	MT	Plant Equipment	GEN - Gen	240	3/31/2025	21,539.00	PP - Personnel Property
272318	752001	Weld Shop IH and Climate Contr	EB24109 E2	MT	Plant Equipment	GEN - Gen	240	3/31/2025	6,285.84	PP - Personnel Property
272319	752001	Weld Shop IH and Climate Contr	EB24109 E3	MT	Plant Equipment	GEN - Gen	240	3/31/2025	5,104.05	PP - Personnel Property
272320	752001	Weld Shop IH and Climate Contr	EB24109 E4	MT	Plant Equipment	GEN - Gen	240	3/31/2025	11,400.88	PP - Personnel Property
272322	752001	Weld Shop IH and Climate Contr	EB24109 G3	MT	Plant Equipment	GEN - Gen	240	3/31/2025	5,623.43	PP - Personnel Property
272323	752001	Weld Shop IH and Climate Contr	EB24109 G3	MT	Plant Equipment	GEN - Gen	240	3/31/2025	12,201.60	PP - Personnel Property
272324	752001	Weld Shop IH and Climate Contr	EB24109 G4	MT	Plant Equipment	GEN - Gen	240	3/31/2025	2,823.03	PP - Personnel Property
272325	752001	Weld Shop IH and Climate Contr	EB24109 G4	MT	Plant Equipment	GEN - Gen	240	3/31/2025	1,397.25	PP - Personnel Property
272326	752001	Weld Shop IH and Climate Contr	EB24109 G6	MT	Plant Equipment	GEN - Gen	240	3/31/2025	7,310.88	PP - Personnel Property
272327	752001	Weld Shop IH and Climate Contr	EB24109 G6	MT	Plant Equipment	GEN - Gen	240	3/31/2025	22,452.93	PP - Personnel Property
272328	752001	Weld Shop IH and Climate Contr	EB24109 G6	MT	Plant Equipment	GEN - Gen	240	3/31/2025	35,589.91	PP - Personnel Property
272329	752001	Weld Shop IH and Climate Contr	EB24109 G8	MT	Plant Equipment	GEN - Gen	240	3/31/2025	5,112.77	PP - Personnel Property
272330	752001	Weld Shop IH and Climate Contr	EB24109 G8	MT	Plant Equipment	GEN - Gen	240	3/31/2025	8,095.48	PP - Personnel Property
272331	752001	Weld Shop IH and Climate Contr	EB24109 G8	MT	Plant Equipment	GEN - Gen	240	3/31/2025	400.00	PP - Personnel Property
272332	752001	Weld Shop IH and Climate Contr	EB24109 H5	MT	Plant Equipment	GEN - Gen	240	3/31/2025	1,440.52	PP - Personnel Property
272333	752001	Weld Shop IH and Climate Contr	EB24109 H5	MT	Plant Equipment	GEN - Gen	240	3/31/2025	5,632.00	PP - Personnel Property
272337	752001	Replace the FCC Catalyst Load	EB23173 B1	MT	Plant Equipment	FCC - FCC	240	3/31/2025	3,432.75	PP - Personnel Property
272338	752001	Replace the FCC Catalyst Load	EB23173 B1	MT	Plant Equipment	FCC - FCC	240	3/31/2025	815,000.00	PP - Personnel Property
272340	752001	Replace the FCC Catalyst Load	EB23173 C3	MT	Plant Equipment	FCC - FCC	240	3/31/2025	7,100.00	PP - Personnel Property
272341	752001	Replace the FCC Catalyst Load	EB23173 D1	MT	Plant Equipment	FCC - FCC	240	3/31/2025	108,813.31	PP - Personnel Property
272342	752001	Replace the FCC Catalyst Load	EB23173 E3	MT	Plant Equipment	FCC - FCC	240	3/31/2025	4,930.00	PP - Personnel Property
272343	752001	Replace the FCC Catalyst Load	EB23173 E6	MT	Plant Equipment	FCC - FCC	240	3/31/2025	17,861.30	PP - Personnel Property
272344	752001	Replace the FCC Catalyst Load	EB23173 G1	MT	Plant Equipment	FCC - FCC	240	3/31/2025	20,549.86	PP - Personnel Property
272345	752001	Replace the FCC Catalyst Load	EB23173 G1	MT	Plant Equipment	FCC - FCC	240	3/31/2025	5,072.64	PP - Personnel Property
272346	752001	Replace the FCC Catalyst Load	EB23173 G1	MT	Plant Equipment	FCC - FCC	240	3/31/2025	5,953.17	PP - Personnel Property
272347	752001	Replace the FCC Catalyst Load	EB23173 G1	MT	Plant Equipment	FCC - FCC	240	3/31/2025	88,724.59	PP - Personnel Property
272348	752001	Replace the FCC Catalyst Load	EB23173 G3	MT	Plant Equipment	FCC - FCC	240	3/31/2025	44,309.55	PP - Personnel Property
272349	752001	Replace the FCC Catalyst Load	EB23173 G3	MT	Plant Equipment	FCC - FCC	240	3/31/2025	1,070.87	PP - Personnel Property
272350	752001	Replace the FCC Catalyst Load	EB23173 G3	MT	Plant Equipment	FCC - FCC	240	3/31/2025	8,559.90	PP - Personnel Property
272351	752001	Replace the FCC Catalyst Load	EB23173 G3	MT	Plant Equipment	FCC - FCC	240	3/31/2025	14,016.05	PP - Personnel Property
272353	752001	Replace the FCC Catalyst Load	EB23173 G6	MT	Plant Equipment	FCC - FCC	240	3/31/2025	5,317.48	PP - Personnel Property
272354	752001	Replace the FCC Catalyst Load	EB23173 G6	MT	Plant Equipment	FCC - FCC	240	3/31/2025	2,794.99	PP - Personnel Property
272355	752001	Replace the FCC Catalyst Load	EB23173 G6	MT	Plant Equipment	FCC - FCC	240	3/31/2025	11,183.15	PP - Personnel Property
272356	752001	Replace the FCC Catalyst Load	EB23173 H1	MT	Plant Equipment	FCC - FCC	240	3/31/2025	3,958.75	PP - Personnel Property
272357	752001	Replace the FCC Catalyst Load	EB23173 H2	MT	Plant Equipment	FCC - FCC	240	3/31/2025	1,374.80	PP - Personnel Property
272360	752001	DCS Equipment and Materials: T	EB24171 C5	MT	Plant Equipment	T&S - T&S	240	3/31/2025	48,383.00	PP - Personnel Property
272361	752001	Instruments: Tank 135 Instrume	EB24171 C6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	17,172.00	PP - Personnel Property
272362	752001	Bulk Materials - Electrical an	EB24171 E6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	4,714.56	PP - Personnel Property
272363	752001	Bulk Materials - Electrical an	EB24171 E6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	21,638.69	PP - Personnel Property
272364	752001	Bulk Materials - Electrical an	EB24171 E6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	10,016.99	PP - Personnel Property
272365	752001	Labor - Electrical And Instr.:	EB24171 G6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	5,682.18	PP - Personnel Property
272366	752001	Labor - Electrical And Instr.:	EB24171 G6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	104.52	PP - Personnel Property
272367	752001	Labor - Electrical And Instr.:	EB24171 G6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	3,382.37	PP - Personnel Property
272368	752001	Labor - Electrical And Instr.:	EB24171 G6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	1,374.80	PP - Personnel Property
272370	752001	Tank 74 Instrumentation & Wiri	EB24172 C5	MT	Plant Equipment	T&S - T&S	240	3/31/2025	48,395.83	PP - Personnel Property
272372	752001	Tank 74 Instrumentation & Wiri	EB24172 C6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	1,296.00	PP - Personnel Property
272373	752001	Tank 74 Instrumentation & Wiri	EB24172 E6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	395.38	PP - Personnel Property
272374	752001	Tank 74 Instrumentation & Wiri	EB24172 E6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	16,977.63	PP - Personnel Property
272375	752001	Tank 74 Instrumentation & Wiri	EB24172 E6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	18,994.50	PP - Personnel Property
272377	752001	Tank 74 Instrumentation & Wiri	EB24172 G6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	5,733.88	PP - Personnel Property
272378	752001	Tank 74 Instrumentation & Wiri	EB24172 G6	MT	Plant Equipment	T&S - T&S	240	3/31/2025		

Asset Number	Location	Description	AFE Number	State	Unit	Plant Location	Life Months	Month/Year Added to FA	1 - Cost Cumulative 12 Actual 2024	Category Code 13
272379	752001	Tank 74 Instrumentation & Wiri	EB24172 G6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	55.39	PP - Personal Property
272380	752001	Tank 74 Instrumentation & Wiri	EB24172 G6	MT	Plant Equipment	T&S - T&S	240	3/31/2025	4,027.50	PP - Personal Property
272381	752001	Tank 74 Instrumentation & Wiri	EB24172 H5	MT	Plant Equipment	T&S - T&S	240	3/31/2025	7,065.60	PP - Personal Property
272542	752001	SULFIDE / CYANIDE	EB24136	MT	Plant Equipment	LAB - LAB	240	4/30/2025	76,778.08	PP - Personal Property
272543	752001	Contractor Meeting Area Engine	EB25108 A4	MT	Plant Equipment	GEN - Gen	240	4/30/2025	2,030.66	PP - Personal Property
272544	752001	Contractor Meeting Area Engine	EB25108 A4	MT	Plant Equipment	GEN - Gen	240	4/30/2025	1,707.74	PP - Personal Property
272545	752001	Contractor Meeting Area Buildi	EB25108 C7	MT	Plant Equipment	GEN - Gen	240	4/30/2025	137,769.34	PP - Personal Property
272546	752001	Contractor Meeting Area Bulk M	EB25108 E1	MT	Plant Equipment	GEN - Gen	240	4/30/2025	83,646.61	PP - Personal Property
272547	752001	Contractor Meeting Area Bulk M	EB25108 E1	MT	Plant Equipment	GEN - Gen	240	4/30/2025	59,266.80	PP - Personal Property
272548	752001	Contractor Meeting Area Bulk M	EB25108 E1	MT	Plant Equipment	GEN - Gen	240	4/30/2025	32,789.74	PP - Personal Property
272549	752001	Contractor Meeting Area Bulk M	EB25108 E1	MT	Plant Equipment	GEN - Gen	240	4/30/2025	25,148.82	PP - Personal Property
272550	752001	Contractor Meeting Area Labor	EB25108 H1	MT	Plant Equipment	GEN - Gen	240	4/30/2025	1,018.26	PP - Personal Property
272555	752001	Asbestos Abatement Trailer Fix	EB25131 C3	MT	Plant Equipment	GEN - Gen	240	4/30/2025	91,356.25	PP - Personal Property
272641	752001	Zone D Sample Stations Bulk Ma	EB21151 F4	MT	Plant Equipment	ULS - ULSD	240	5/31/2025	47,172.12	PP - Personal Property
272644	752001	Zone D Sample Stations Labor a	EB21151 H4	MT	Plant Equipment	ULS - ULSD	240	5/31/2025	124,091.22	PP - Personal Property
272645	752001	Zone D Sample Stations Labor a	EB21151 H4	MT	Plant Equipment	ULS - ULSD	240	5/31/2025	52,646.59	PP - Personal Property
272646	752001	Zone D Sample Stations Labor a	EB21151 H4	MT	Plant Equipment	ULS - ULSD	240	5/31/2025	27,255.60	PP - Personal Property
272647	752001	Zone D Sample Stations Labor a	EB21151 H4	MT	Plant Equipment	ULS - ULSD	240	5/31/2025	10,501.75	PP - Personal Property
272728	752001	Rail Rack Safety Shower Fixed	EB25124 C3	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	8,735.50	PP - Personal Property
272729	752001	Rail Rack Safety Shower Electr	EB25124 C4	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	12,492.30	PP - Personal Property
272730	752001	Rail Rack Safety Shower Bulk M	EB25124 E2	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	1,995.81	PP - Personal Property
272731	752001	Rail Rack Safety Shower Bulk M	EB25124 E3	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	4,453.12	PP - Personal Property
272732	752001	Rail Rack Safety Shower Labor	EB25124 G3	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	17,369.65	PP - Personal Property
272733	752001	Rail Rack Safety Shower Labor	EB25124 G3	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	11,318.37	PP - Personal Property
272734	752001	Rail Rack Safety Shower Labor	EB25124 G3	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	485.00	PP - Personal Property
272735	752001	Rail Rack Safety Shower Labor	EB25124 G6	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	7,938.00	PP - Personal Property
272736	752001	Rail Rack Safety Shower Labor	EB25124 G6	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	2,584.56	PP - Personal Property
272737	752001	Rail Rack Safety Shower Labor	EB25124 G8	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	10,619.00	PP - Personal Property
272738	752001	Rail Rack Safety Shower Labor	EB25124 G8	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	486.03	PP - Personal Property
272739	752001	Rail Rack Safety Shower Labor	EB25124 H1	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	5,548.64	PP - Personal Property
272740	752001	Rail Rack Safety Shower Rental	EB25124 H5	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	2,461.33	PP - Personal Property
272741	752001	Rail Rack Safety Shower Rental	EB25124 H5	MT	Plant Equipment	BLD - BLENDING	240	6/30/2025	3,543.32	PP - Personal Property
272763	752001	DeltaV Edge Engineering Consul	EB24167 A5	MT	Plant Equipment	AIR - AIR	240	7/31/2025	36,336.00	PP - Personal Property
272765	752001	DeltaV Edge Engineering Consul	EB24167 A5	MT	Plant Equipment	AIR - AIR	240	7/31/2025	36,623.04	PP - Personal Property
272767	752001	DeltaV Edge DCS Equipment and	EB24167 C5	MT	Plant Equipment	AIR - AIR	240	7/31/2025	120,253.80	PP - Personal Property
272776	752001	Zone B Change Room BRM Buildin	EB24182 C7	MT	Plant Equipment	1CV - 1CRVAC	240	7/31/2025	6,110.51	PP - Personal Property
272777	752001	Zone B Change Room BRM Buildin	EB24182 C7	MT	Plant Equipment	1CV - 1CRVAC	240	7/31/2025	5,043.84	PP - Personal Property
272778	752001	Zone B Change Room BRM Buildin	EB24182 C7	MT	Plant Equipment	1CV - 1CRVAC	240	7/31/2025	40,655.60	PP - Personal Property
272779	752001	Zone B Change Room BRM Buildin	EB24182 C7	MT	Plant Equipment	1CV - 1CRVAC	240	7/31/2025	3,223.64	PP - Personal Property
272780	752001	Zone B Change Room BRM Labor -	EB24182 G6	MT	Plant Equipment	1CV - 1CRVAC	240	7/31/2025	22,762.96	PP - Personal Property
272781	752001	Zone B Change Room BRM Labor -	EB24182 G6	MT	Plant Equipment	1CV - 1CRVAC	240	7/31/2025	7,779.91	PP - Personal Property
272782	752001	Zone B Change Room BRM Labor -	EB24182 G6	MT	Plant Equipment	1CV - 1CRVAC	240	7/31/2025	40,141.19	PP - Personal Property
272783	752001	Zone B Change Room BRM Labor -	EB24182 G6	MT	Plant Equipment	1CV - 1CRVAC	240	7/31/2025	317.56	PP - Personal Property
272863	752001	Crude Chemical Injection Autom	EB24181 C5	MT	Plant Equipment	1CV - 1CRVAC	240	8/31/2025	733.82	PP - Personal Property
272864	752001	Crude Chemical Injection Autom	EB24181 C5	MT	Plant Equipment	2CV - 2CRVAC	240	8/31/2025	733.82	PP - Personal Property
272865	752001	Crude Chemical Injection Autom	EB24181 C5	MT	Plant Equipment	1CV - 1CRVAC	240	8/31/2025	953.69	PP - Personal Property
272866	752001	Crude Chemical Injection Autom	EB24181 C5	MT	Plant Equipment	2CV - 2CRVAC	240	8/31/2025	953.69	PP - Personal Property
272867	752001	Crude Chemical Injection Autom	EB24181 E6	MT	Plant Equipment	1CV - 1CRVAC	240	8/31/2025	648.00	PP - Personal Property
272868	752001	Crude Chemical Injection Autom	EB24181 E6	MT	Plant Equipment	2CV - 2CRVAC	240	8/31/2025	648.00	PP - Personal Property
272869	752001	Crude Chemical Injection Autom	EB24181 E6	MT	Plant Equipment	1CV - 1CRVAC	240	8/31/2025	378.69	PP - Personal Property
272870	752001	Crude Chemical Injection Autom	EB24181 E6	MT	Plant Equipment	2CV - 2CRVAC	240	8/31/2025	378.69	PP - Personal Property
272871	752001	Crude Chemical Injection Autom	EB24181 E6	MT	Plant Equipment	1CV - 1CRVAC	240	8/31/2025	136,207.54	PP - Personal Property
272872	752001	Crude Chemical Injection Autom	EB24181 E6	MT	Plant Equipment	2CV - 2CRVAC	240	8/31/2025	136,207.54	PP - Personal Property
272873	752001	Crude Chemical Injection Autom	EB24181 G6	MT	Plant Equipment	1CV - 1CRVAC	240	8/31/2025	38,353.50	PP - Personal Property
272874	752001	Crude Chemical Injection Autom	EB24181 G6	MT	Plant Equipment	2CV - 2CRVAC	240	8/31/2025	38,353.50	PP - Personal Property
272875	752001	Crude Chemical Injection Autom	EB24181 G6	MT	Plant Equipment	1CV - 1CRVAC	240	8/31/2025	12,690.69	PP - Personal Property
272876	752001	Crude Chemical Injection Autom	EB24181 G6	MT	Plant Equipment	2CV - 2CRVAC	240	8/31/2025	12,690.69	PP - Personal Property
272877	752001	Crude Chemical Injection Autom	EB24181 G6	MT	Plant Equipment	1CV - 1CRVAC	240	8/31/2025	2,426.13	PP - Personal Property
272878	752001	Crude Chemical Injection Autom	EB24181 G6	MT	Plant Equipment	2CV - 2CRVAC	240	8/31/2025	2,426.13	PP - Personal Property
272879	752001	Crude Chemical Injection Autom	EB24181 H5	MT	Plant Equipment	1CV - 1CRVAC	240	8/31/2025	9,383.35	PP - Personal Property
272880	752001	Crude Chemical Injection Autom	EB24181 H5	MT	Plant Equipment	2CV - 2CRVAC	240	8/31/2025	9,383.35	PP - Personal Property
272913	752001	T&S Control Room Remodel Build	EB25123 C7	MT	Plant Equipment	GEN - Gen	240	8/31/2025	26,419.00	PP - Personal Property
272914	752001	T&S Control Room Remodel Labor	EB25123 G3	MT	Plant Equipment	GEN - Gen	240	8/31/2025	44,688.52	PP - Personal Property
272915	752001	T&S Control Room Remodel Labor	EB25123 G3	MT	Plant Equipment	GEN - Gen	240	8/31/2025	16,322.66	PP - Personal Property
272916	752001	T&S Control Room Remodel Labor	EB25123 G3	MT	Plant Equipment	GEN - Gen	240	8/31/2025	9,922.00	PP - Personal Property
272917	752001	T&S Control Room Remodel Labor	EB25123 G3	MT	Plant Equipment	GEN - Gen	240	8/31/2025	741.00	PP - Personal Property
272918	752001	T&S Control Room Remodel Labor	EB25123 G6	MT	Plant Equipment	GEN - Gen	240	8/31/2025	1,134.00	PP - Personal Property
272919	752001	T&S Control Room Remodel Labor	EB25123 G6	MT	Plant Equipment	GEN - Gen	240	8/31/2025	1,124.88	PP - Personal Property
272920	752001	T&S Control Room Remodel Labor	EB25123 G6	MT	Plant Equipment	GEN - Gen	240	8/31/2025	572.00	PP - Personal Property
272921	752001	T&S Control Room Remodel Labor	EB25123 H1	MT	Plant Equipment	GEN - Gen	240	8/31/2025	24,997.58	PP - Personal Property
272922	752001	T&S Control Room Remodel Labor	EB25123 H1	MT	Plant Equipment	GEN - Gen	240	8/31/2025	1,715.78	PP - Personal Property
272923	752001	T&S Control Room Remodel Labor	EB25123 H1	MT	Plant Equipment	GEN - Gen	240	8/31/2025	46,736.97	PP - Personal Property
272924	752001	T&S Control Room Remodel Labor	EB25123 H1	MT	Plant Equipment	GEN - Gen	240	8/31/2025	3,454.12	PP - Personal Property
272953	752001	FCC Wet Gas Compressor Monitor	EB23127 C6	MT	Plant Equipment	FCC - FCC	240	8/31/2025	51,768.52	PP - Personal Property
272954	752001	FCC Wet Gas Compressor Monitor	EB23127 E6	MT	Plant Equipment	FCC - FCC	240	8/31/2025	9,639.00	PP - Personal Property
272955	752001	FCC Wet Gas Compressor Monitor	EB23127 E6	MT	Plant Equipment	FCC - FCC	240	8/31/2025	4,831.50	PP - Personal Property
272956	752001	FCC Wet Gas Compressor Monitor	EB23127 E6	MT	Plant Equipment	FCC - FCC	240	8/31/2025	27,662.20	PP - Personal Property
272957	752001	FCC Wet Gas Compressor Monitor	EB23127 G6	MT	Plant Equipment	FCC - FCC	240	8/31/2025	21,913.13	PP - Personal Property
272958	752001	FCC Wet Gas Compressor Monitor	EB23127 G6	MT	Plant Equipment	FCC - FCC	240	8/31/2025	14,453.25	PP - Personal Property
272960	752001	FCC Wet Gas Compressor Monitor	EB23127 G6	MT	Plant Equipment	FCC - FCC	240	8/31/2025	23,532.61	PP - Personal Property
272961	752001	FCC Wet Gas Compressor Monitor	EB23127 G6	MT	Plant Equipment	FCC - FCC	240	8/31/2025	286.00	PP - Personal Property
272964	752001	FCC Wet Gas Compressor Monitor	EB23127 G3	MT	Plant Equipment	FCC - FCC	240	8/31/2025	3,880.22	PP - Personal Property
272965	752001	FCC Wet Gas Compressor Monitor	EB23127 G3	MT	Plant Equipment	FCC - FCC	240	8/31/2025	4,076.00	PP - Personal Property
272966	752001	FCC Wet Gas Compressor Monitor	EB23127 G3	MT	Plant Equipment	FCC - FCC	240	8/31/2025	1,029.53	PP - Personal Property

Asset Number	Location	Description	AFE Number	State	Unit	Plant Location	Life Months	Month/Year Added to FA	1 - Cost Cumulative 12 Actual 2024	Category Code 13
272967	752001	FCC Wet Gas Compressor Monitor	EB23127 G3	MT	Plant Equipment	FCC - FCC	240	8/31/2025	807.30	PP - Personal Property
272978	752001	Replace Spent Caustic Tanks L	EB23125 G1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	128,285.96	PP - Personal Property
272979	752001	Replace Spent Caustic Tanks L	EB23125 G1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	82,642.15	PP - Personal Property
272980	752001	Replace Spent Caustic Tanks L	EB23125 G1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	12,185.25	PP - Personal Property
272981	752001	Replace Spent Caustic Tanks L	EB23125 G1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	7,195.00	PP - Personal Property
272982	752001	Replace Spent Caustic Tanks L	EB23125 G2	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	33,140.06	PP - Personal Property
272983	752001	Replace Spent Caustic Tanks L	EB23125 G2	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	9,680.12	PP - Personal Property
272984	752001	Replace Spent Caustic Tanks L	EB23125 G3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	207,498.03	PP - Personal Property
272985	752001	Replace Spent Caustic Tanks L	EB23125 G3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	715.80	PP - Personal Property
272986	752001	Replace Spent Caustic Tanks L	EB23125 G3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	123,643.67	PP - Personal Property
272987	752001	Replace Spent Caustic Tanks L	EB23125 G3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	205.60	PP - Personal Property
272988	752001	Replace Spent Caustic Tanks L	EB23125 G3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	12,574.43	PP - Personal Property
272989	752001	Replace Spent Caustic Tanks L	EB23125 G3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	7,188.81	PP - Personal Property
272990	752001	Replace Spent Caustic Tanks L	EB23125 G4	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	80,160.49	PP - Personal Property
272991	752001	Replace Spent Caustic Tanks L	EB23125 G4	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	14,971.00	PP - Personal Property
272992	752001	Replace Spent Caustic Tanks L	EB23125 G4	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	2,609.94	PP - Personal Property
272993	752001	Replace Spent Caustic Tanks L	EB23125 G4	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	1,265.03	PP - Personal Property
272994	752001	Replace Spent Caustic Tanks L	EB23125 G5	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	5,084.64	PP - Personal Property
272995	752001	Replace Spent Caustic Tanks L	EB23125 G5	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	3,435.99	PP - Personal Property
272996	752001	Replace Spent Caustic Tanks L	EB23125 G6	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	50,834.63	PP - Personal Property
272997	752001	Replace Spent Caustic Tanks L	EB23125 G6	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	20,050.81	PP - Personal Property
272998	752001	Replace Spent Caustic Tanks L	EB23125 G8	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	25,718.30	PP - Personal Property
272999	752001	Replace Spent Caustic Tanks L	EB23125 G8	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	7,070.99	PP - Personal Property
273000	752001	Replace Spent Caustic Tanks L	EB23125 G8	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	1,926.21	PP - Personal Property
273001	752001	Replace Spent Caustic Tanks L	EB23125 G8	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	100.00	PP - Personal Property
273002	752001	Replace Spent Caustic Tanks L	EB23125 H1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	33,725.52	PP - Personal Property
273005	752001	Replace Spent Caustic Tanks L	EB23125 H2	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	5,915.55	PP - Personal Property
273006	752001	Replace Spent Caustic Tanks L	EB23125 H2	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	24,341.41	PP - Personal Property
273007	752001	Replace Spent Caustic Tanks L	EB23125 H2	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	1,008.10	PP - Personal Property
273008	752001	Replace Spent Caustic Tanks L	EB23125 H2	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	10,989.60	PP - Personal Property
273009	752001	Replace Spent Caustic Tanks R	EB23125 H5	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	915.60	PP - Personal Property
273010	752001	Replace Spent Caustic Tanks R	EB23125 H5	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	26,565.43	PP - Personal Property
273011	752001	Replace Spent Caustic Tanks R	EB23125 H5	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	71,680.34	PP - Personal Property
273013	752001	Replace Spent Caustic Tanks C	EB23125 I1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	638.00	PP - Personal Property
273015	752001	Replace Spent Caustic Tanks B	EB23125 E1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	7,426.47	PP - Personal Property
273016	752001	Replace Spent Caustic Tanks B	EB23125 E1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	13,720.04	PP - Personal Property
273017	752001	Replace Spent Caustic Tanks B	EB23125 E2	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	13,529.09	PP - Personal Property
273018	752001	Replace Spent Caustic Tanks B	EB23125 E3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	169,263.54	PP - Personal Property
273019	752001	Replace Spent Caustic Tanks B	EB23125 E4	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	20,801.03	PP - Personal Property
273020	752001	Replace Spent Caustic Tanks B	EB23125 E5	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	9,526.54	PP - Personal Property
273021	752001	Replace Spent Caustic Tanks B	EB23125 E6	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	98,008.43	PP - Personal Property
273022	752001	Replace Spent Caustic Tanks F	EB23125 F3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	102,826.77	PP - Personal Property
273023	752001	Replace Spent Caustic Tanks F	EB23125 F3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	4,442.99	PP - Personal Property
273024	752001	Replace Spent Caustic Tanks F	EB23125 F3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	6,192.31	PP - Personal Property
273028	752001	Replace Spent Caustic Tanks Q	EB23125 B1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	31,678.32	PP - Personal Property
273029	752001	Replace Spent Caustic Tanks Q	EB23125 B1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	134.00	PP - Personal Property
273030	752001	Replace Spent Caustic Tanks Q	EB23125 B1	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	1,590.50	PP - Personal Property
273032	752001	Replace Spent Caustic Tanks R	EB23125 C2	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	33,155.08	PP - Personal Property
273033	752001	Replace Spent Caustic Tanks F	EB23125 C3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	7,500.00	PP - Personal Property
273034	752001	Replace Spent Caustic Tanks F	EB23125 C3	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	327,504.37	PP - Personal Property
273035	752001	Replace Spent Caustic Tanks E	EB23125 C4	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	15,138.00	PP - Personal Property
273036	752001	Replace Spent Caustic Tanks D	EB23125 C5	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	3,021.88	PP - Personal Property
273037	752001	Replace Spent Caustic Tanks I	EB23125 C6	MT	Plant Equipment	TAN - TANKAGE	240	8/31/2025	106,432.59	PP - Personal Property
273129	752001	ATLASCOPCO 185CFM COMPRESSOR	EB24134	MT	Plant Equipment	GEN - Gen	240	8/31/2025	15,500.00	PP - Personal Property
273130	752001	IC40 CARRY DECK	EB24134	MT	Plant Equipment	GEN - Gen	240	8/31/2025	104,266.49	PP - Personal Property
273131	752001	SHOP BALANCE MACHINE	EB24134	MT	Plant Equipment	GEN - Gen	240	8/31/2025	97,363.00	PP - Personal Property
273132	752001	RECIPROCATING COMPRESSOR MONIT	EB24134	MT	Plant Equipment	GEN - Gen	240	8/31/2025	135,148.00	PP - Personal Property
273133	752001	HYDRAULIC RAM AND BRIDGE	EB25115	MT	Plant Equipment	GEN - Gen	240	8/31/2025	73,190.00	PP - Personal Property
273534	752001	Asphalt Day Tank Pump Improvem	EB21150 B1	MT	Plant Equipment	T&S - T&S	240	10/31/2025	1,196.00	PP - Personal Property
273535	752001	Asphalt Day Tank Pump Improvem	EB21150 B1	MT	Plant Equipment	T&S - T&S	240	10/31/2025	649.54	PP - Personal Property
273536	752001	Asphalt Day Tank Pump Improvem	EB21150 C2	MT	Plant Equipment	T&S - T&S	240	10/31/2025	337,291.01	PP - Personal Property
273537	752001	Asphalt Day Tank Pump Improvem	EB21150 C4	MT	Plant Equipment	T&S - T&S	240	10/31/2025	18,905.00	PP - Personal Property
273538	752001	Asphalt Day Tank Pump Improvem	EB21150 C5	MT	Plant Equipment	T&S - T&S	240	10/31/2025	3,388.56	PP - Personal Property
273540	752001	Asphalt Day Tank Pump Improvem	EB21150 C6	MT	Plant Equipment	T&S - T&S	240	10/31/2025	32,811.76	PP - Personal Property
273541	752001	Asphalt Day Tank Pump Improvem	EB21150 E1	MT	Plant Equipment	T&S - T&S	240	10/31/2025	38,133.15	PP - Personal Property
273542	752001	Asphalt Day Tank Pump Improvem	EB21150 E2	MT	Plant Equipment	T&S - T&S	240	10/31/2025	2,760.00	PP - Personal Property
273543	752001	Asphalt Day Tank Pump Improvem	EB21150 E3	MT	Plant Equipment	T&S - T&S	240	10/31/2025	36,963.96	PP - Personal Property
273544	752001	Asphalt Day Tank Pump Improvem	EB21150 E4	MT	Plant Equipment	T&S - T&S	240	10/31/2025	10,288.81	PP - Personal Property
273545	752001	Asphalt Day Tank Pump Improvem	EB21150 E6	MT	Plant Equipment	T&S - T&S	240	10/31/2025	152,420.86	PP - Personal Property
273546	752001	Asphalt Day Tank Pump Improvem	EB21150 F3	MT	Plant Equipment	T&S - T&S	240	10/31/2025	34,810.50	PP - Personal Property
273547	752001	Asphalt Day Tank Pump Improvem	EB21150 G1	MT	Plant Equipment	T&S - T&S	240	10/31/2025	24,240.42	PP - Personal Property
273548	752001	Asphalt Day Tank Pump Improvem	EB21150 G1	MT	Plant Equipment	T&S - T&S	240	10/31/2025	21,296.93	PP - Personal Property
273549	752001	Asphalt Day Tank Pump Improvem	EB21150 G1	MT	Plant Equipment	T&S - T&S	240	10/31/2025	38,986.49	PP - Personal Property
273551	752001	Asphalt Day Tank Pump Improvem	EB21150 G3	MT	Plant Equipment	T&S - T&S	240	10/31/2025	78,137.60	PP - Personal Property
273552	752001	Asphalt Day Tank Pump Improvem	EB21150 G3	MT	Plant Equipment	T&S - T&S	240	10/31/2025	49,056.28	PP - Personal Property
273553	752001	Asphalt Day Tank Pump Improvem	EB21150 G3	MT	Plant Equipment	T&S - T&S	240	10/31/2025	158.87	PP - Personal Property
273554	752001	Asphalt Day Tank Pump Improvem	EB21150 E5	MT	Plant Equipment	T&S - T&S	240	10/31/2025	13,119.36	PP - Personal Property
273555	752001	Asphalt Day Tank Pump Improvem	EB21150 G4	MT	Plant Equipment	T&S - T&S	240	10/31/2025	4,120.29	PP - Personal Property
273556	752001	Asphalt Day Tank Pump Improvem	EB21150 G4	MT	Plant Equipment	T&S - T&S	240	10/31/2025	646.70	PP - Personal Property
273557	752001	Asphalt Day Tank Pump Improvem	EB21150 G5	MT	Plant Equipment	T&S - T&S	240	10/31/2025	11,471.90	PP - Personal Property
273558	752001	Asphalt Day Tank Pump Improvem	EB21150 G5	MT	Plant Equipment	T&S - T&S	240	10/31/2025	6,981.66	PP - Personal Property
273560	752001	Asphalt Day Tank Pump Improvem	EB21150 G6	MT	Plant Equipment	T&S - T&S	240	10/31/2025	67,386.86	PP - Personal Property
273561	752001	Asphalt Day Tank Pump Improvem	EB21150 G6	MT	Plant Equipment	T&S - T&S	240	10/31/2025	20,241.06	PP - Personal Property
273562	752001	Asphalt Day Tank Pump Improvem	EB21150 G6	MT	Plant Equipment	T&S - T&S	240	10/31/2025	50.67	PP - Personal Property

Asset Number	Location	Description	AFE Number	State	Unit	Plant Location	Life Months	Month/Year Added to FA	1 - Cost Cumulative 12 Actual 2024	Category Code 13
273563	752001	Asphalt Day Tank Pump Improvem	EB21150 G8	MT	Plant Equipment	T&S - T&S	240	10/31/2025	11,750.94	PP - Personal Property
273564	752001	Asphalt Day Tank Pump Improvem	EB21150 G8	MT	Plant Equipment	T&S - T&S	240	10/31/2025	1,944.39	PP - Personal Property
273565	752001	Asphalt Day Tank Pump Improvem	EB21150 G8	MT	Plant Equipment	T&S - T&S	240	10/31/2025	198.36	PP - Personal Property
273566	752001	Asphalt Day Tank Pump Improvem	EB21150 G8	MT	Plant Equipment	T&S - T&S	240	10/31/2025	100.00	PP - Personal Property
273567	752001	Asphalt Day Tank Pump Improvem	EB21150 H1	MT	Plant Equipment	T&S - T&S	240	10/31/2025	640.44	PP - Personal Property
273568	752001	Asphalt Day Tank Pump Improvem	EB21150 H1	MT	Plant Equipment	T&S - T&S	240	10/31/2025	22,167.80	PP - Personal Property
273569	752001	Asphalt Day Tank Pump Improvem	EB21150 H2	MT	Plant Equipment	T&S - T&S	240	10/31/2025	18,153.08	PP - Personal Property
273570	752001	Asphalt Day Tank Pump Improvem	EB21150 H2	MT	Plant Equipment	T&S - T&S	240	10/31/2025	6,983.90	PP - Personal Property
273571	752001	Asphalt Day Tank Pump Improvem	EB21150 H5	MT	Plant Equipment	T&S - T&S	240	10/31/2025	12,584.52	PP - Personal Property
273572	752001	Asphalt Day Tank Pump Improvem	EB21150 H5	MT	Plant Equipment	T&S - T&S	240	10/31/2025	27,341.61	PP - Personal Property
273574	752001	Asphalt Day Tank Pump Improvem	EB21150 I1	MT	Plant Equipment	T&S - T&S	240	10/31/2025	2,629.71	PP - Personal Property

8,535,294.58

# YELLOWSTONE COUNTY BOARD OF COUNTY COMMISSIONERS

Resolution No. 26-25

## Resolution to Grant Tax Abatement to CHS Inc. on Class Eight Property

WHEREAS, pursuant to Section 15-6-138(4)(b) of the Montana Code Annotated, if an owner of class eight property applies for a tax abatement on the property to a board of county commissioners, the board must approve the abatement. For the first five years, the tax on the property is abated at 80, 90 or 100 percent. *Id.* For the next five years, the tax on the property is increased until the property is fully taxed. *Id.* Pursuant to Section 15-6-138(6)(d) of the Montana Code Annotated, the only discretion a board has with the tax abatement is the percentile of the abatement during the initial five-year period of the abatement. The board can approve an 80, 90 or 100 percent abatement for the period. *Id.* If a board does not act upon an application, the application is deemed approved at 100 percent of the abatement during the period. *Id.*

WHEREAS, pursuant to Section 15-6-138(6)(b) of the Montana Code Annotated, for a board of county commissioners to grant a tax abatement on class eight property, it should pass a resolution of intent to hold a public hearing, publish notice of the public hearing, receive public comment, hold a public hearing and pass a resolution.

WHEREAS, the Yellowstone County Board of County Commissioners received an application from CHS Inc., that owns class eight property, for a tax abatement on the property. Attached is a copy of the application. The Board reviewed the application. CHS Inc. appeared to meet the requirements to receive an abatement. The application was timely submitted and appears to encompass class eight property. Pursuant to 15-6-138(4)(b), the Montana Department of Revenue has the ability to examine the books and records of the company to verify that the subject property meets the requirements of the abatement.

WHEREAS, on March 10, 2026, the Yellowstone County Board of County Commissioners passed a resolution of intent to approve a tax abatement for the class eight property of CHS Inc. and set a public hearing on the adoption for March 24, 2026. On March 13, 2026 and March 20, 2026, the Yellowstone County Clerk and Recorder published notice of the public hearing in the *Yellowstone County News*. On March 24, 2026, the Board held a public hearing on the abatement. The Board heard comments on the abatement. The Board considered the comments. The Board determined CHS Inc. met the requirements to receive the abatement and that \_\_\_\_\_ percent tax abatement would be appropriate for the initial five-year period.

NOW THEREFORE, BE IT RESOLVED,

Pursuant to Section 15-6-138(4)(b) of the Montana Code Annotated, the Yellowstone County Board of County Commissioners approves a tax abatement on the class eight property owned by CHS Inc. as indicated in the application. CHS Inc. meets the requirements to receive the abatement and the percentile of the abatement during the initial five-year period is \_\_\_\_\_ percent. The Department of Revenue retains the final determination of the amount of property that qualifies as class 8 property subject to the abatement and can reduce the amount of

qualifying property if it determines that portions of the property contained in the application do not qualify for abatement under MCA 15-6-138.

Passed and Adopted on the 24<sup>th</sup> day of March 2026.

**BOARD OF COUNTY COMMISSIONERS  
YELLOWSTONE COUNTY, MONTANA**

\_\_\_\_\_  
Mark Morse, Chair

\_\_\_\_\_  
Michael J. Waters, Member

\_\_\_\_\_  
Chris White, Member

ATTEST:

\_\_\_\_\_  
Jeff Martin, Clerk and Recorder

**Attachments**

Application

**B.O.C.C. Regular**

b.

**Meeting Date:** 03/24/2026

**Title:** Resolution granting tax abatement to Phillips 66 on Class 8 property

**Submitted By:** Steve Williams

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**TOPIC:**

Resolution 26-26 to Grant Tax Abatement to Phillips 66 on Class Eight Property

**BACKGROUND:**

Phillips 66 has submitted an application for a tax abatement for section 8 property. Pursuant to MCA 15-6-138 the board must approve the abatement, but has discretion to set the abatement at 80, 90, or 100 percent. It stays at this abatement level for five years. For years six through ten, the abatement is reduced proportionally until it is at 0.

**RECOMMENDED ACTION:**

Hold a public hearing, determine the abatement percentage (80, 90, or 100) and pass the resolution. Barring unique circumstances, the county usually sets the abatement at 80%.

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**Attachments**

Application

Spreadsheet

Phillips 66 Resolution

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# Property Tax Abatement Application for Manufacturing Machinery, Fixtures, and Equipment

ABATE  
V2 1/2025

The property owner or the property owner's representative must submit this application to the local governing body of the county where the property is located for approval by resolution. Refer to 15-6-138, MCA for the definition of manufacturing machinery, fixtures, and equipment, and for detailed information on the application process.

For property used in a manufacturing process for which the property owner did not seek approval prior to commencing construction, the property owner must apply by March 1 of the year during which the abatement is first applicable for manufacturing machinery, fixtures, and equipment installed and placed in service after October 1, 2023.

## Required Information

Applicant Name

Phillips 66 Company

Mailing Address

2331 Citywest Blvd

City Houston

State TX ZIP 776042-2862

Email paul.felix@p66.com

Contact Phone (310) 952-6034

Property Address

401 South 23rd Street 59101

City Billings

State MT ZIP 59101

County Yellowstone

Geocode(s) Can be found on the classification and appraisal notice.

000D0112050

Assessment code(s) Can be found on the classification and appraisal notice.

Complete the questions below for the project's qualifying manufacturing machinery, fixtures, and equipment.

1 Project's construction commencement date 

0	1	0	1	2	0	2	5
---	---	---	---	---	---	---	---

2 Project's estimated construction completion date 

1	2	3	1	2	0	2	5
---	---	---	---	---	---	---	---

3 Project's estimated cost \$ 27272111

4 A project plan is included with the application providing specific descriptions of qualifying manufacturing machinery, fixtures, and equipment.  Yes  No

*Project plan must include site plans, construction blueprints or CAD files, and detailed equipment list with complete installation costs, installed date, and placed-in-service date for each qualifying component.*

5 The application shall be deemed for all manufacturing machinery, fixtures, and equipment identified in the project plan, regardless of the project's estimated cost, unless part of the project is otherwise exempt from property tax.

Is the applicant applying for an abatement on all manufacturing machinery, fixtures, and equipment identified in the project plan?

Yes       No

If no, please explain the reason for the difference and identify the manufacturing machinery, fixtures, and equipment on which the applicant is requesting an abatement, including estimated costs associated with each. Add additional pages if necessary.

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6 NAICS code for the property 324110

**Applicant Signature** Paul Felix **Date**

0	2	2	3	2	0	2	6
---	---	---	---	---	---	---	---

**Printed Name** Paul Felix

**Important!** The applicant must provide a copy of their application to the Department of Revenue within 30 days of submitting their application to the local governing body.

**Questions?** Contact us at [dorpadindustrial@mt.gov](mailto:dorpadindustrial@mt.gov) or (406) 444-7968.

### County Government Use Only

Within 120 days of receiving an application, the local governing body shall issue a decision whether to approve an abatement at 100%, 90%, or 80%. If the governing body fails to issue a decision within 120 days of receiving an application, the application is considered approved in an amount equal to 100%. If an applicant's property qualifies for the abatement, the local governing body may not deny the abatement and the minimum amount of the abatement may not be less than 80%. Please refer to [15-6-138, MCA](#), for detailed information on the application process.

Complete the questions below.

1 Tax abatement application received on

2 Local governing body published public hearing notice within 60 days of receiving a completed application.

Yes  No

3 Public hearing held on

4 Project tax abatement  Approved Exemption Amount:  100%  90%  80%

5 Approved tax abatement to be implemented beginning Tax Year

In the first five years after the manufacturing machinery, fixtures, and equipment assets are placed in service, the assets will be designated as 80% exempt, 90% exempt, or 100% exempt. The initial year that the assets are placed in service must be designated in the approving resolution.

The exemption must be phased out at a rate of 20% of the amount allowed by the local governing body with the property being assessed at 100% of its taxable value after a 10-year period. In subsequent years, the property must be taxed at 100% of its taxable value.

**Important!** Approved application and a copy of the resolution, with a description of the manufacturing machinery, fixtures, and equipment that qualified for the tax abatement, must be sent to:

Department of Revenue  
PO Box 8018  
Helena MT 59604-8018

County Official Signature \_\_\_\_\_ Date

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

**Questions?** Contact us at [dorpadustrial@mt.gov](mailto:dorpadustrial@mt.gov) or (406) 444-7968.

Phillips 66 Company  
Billings Refinery  
2025 Support For SB-530 Aba

Asset Class	Combined ID	Asset Description
530000	4115099-0	Coker Feeder/Breaker Crusher
530000	4115062-0	Coriolis Meter
530000	4115063-0	Piping
530000	4117015-0	P4583 & M4592 Spent Caustic Metering Pump & Motor
530000	4117016-0	IQ4801 Injection System
530000	4117014-0	Piping Materials
530000	4123381-0	Composite Sampler
530000	4123382-0	Sulfur Analyzer
530000	4124584-0	FTR5701 Prefilter
530000	4124585-0	FTR5702 Coalescer
530000	4124586-0	P213 #1 Distillate Pump to Storage
530000	4124587-0	M622 motor for P213, #1 Distillate pump to storage
530000	4124588-0	Piping Mod to Swap #1 to X313/X314 and #2 to X177
530000	4124252-0	Internal Coating
530000	4127630-0	P3925/26 Coker Furnace Charge Pump Spare
530000	4123396-0	GOHDS Reactor (D9402) Internals
530000	4123397-0	P4801/2/4 (SWS) RVX Replacements
530000	4123398-0	X5703A Lean Amine Cooler
530000	4123399-0	X5703B Lean Amine Cooler
530000	4123400-0	X4803 SWS Rerate
530000	4125392-0	PLC Monitor Cabinet
530000	4125373-0	Double Wide Trailer (24x60)
530000	4125381-0	Heat Traced Piping from D3912
530000	4127629-0	D290 HDS Prefilter Vessel
530000	4125384-0	Multi Level Sample Station on T3
530000	4125385-0	Safrack Access Gangway Top Loading/Unloading Arm
530000	4124925-0	GC & VP Analyzer Including Sample Conditioning Sys
530000	4125387-0	Rockwell PLC on PU3701 Air Dryer
530000	4125388-0	Rockwell PLC on PU3701 Air Dryer
530000	4132516-0	Internal Shell liner
530000	4128474-0	M3906 Motor for C3901, Capital Spare (MM #20025258)
530000	4127851-0	Piping
530000	4127852-0	Sample Station
530000	4127659-0	Ladder/Platform
530000	4127660-0	Double Deck EFR
530000	4127873-0	43PCV429 Pressure Control Valve
530000	4127874-0	Piping
530000	4127876-0	Piping System Connection
530000	4127877-0	Electrical Power Supply
530000	4127611-0	New Firewater Piping by Old Bundle Pad
530000	4127637-0	12' x 60' Mobile Trailer Office
530000	4128016-0	X9710 BFW Preheat Coil (Replacement 2025)
530000	4129659-0	T32 Safety Shower

530000	4129660-0	Instrumentation
530000	4129661-0	Piping
530000	4132315-0	Flare Gas Recovery Unit (FGRU) Compressor
530000	4132518-0	Tank 15 Shell Coating
530000	4132519-0	Tank 15 Cone Roof
530000	4132289-0	CIOC Cabinet
530000	4132290-0	LEL & H2S Detectors
530000	4133413-0	Coker ID Fan (F3901)
530000	4133414-0	Lube Oil Skid (PU-3905)
530000	4133415-0	Motor (M3911)
530000	4133961-0	Skid Foundations
530000	4134694-0	Concrete Containment Pads
530000	4133930-0	P-3904 RVX pullout assembly upgrade
530000	4133938-0	P-3903 RVX pullout assembly upgrade
530000	4134666-0	C19 Thrust Bearing Spare
530000	4134663-0	Piping-Portable Water Line
530000	4134645-0	Piping
530000	4134642-0	New Flanged Head D-287
530000	4134643-0	New Flanged Head D-288
530000	4134644-0	New Flanged Head D-289
530000	4134664-0	P476 Replacement
530000	4134665-0	P476 Motor

Statement

Capitalized On	Deactivation on	APC FY start	Current APC
1/31/2025	(blank)	-	3,112,171
2/11/2025	(blank)	-	93,477
2/11/2025	(blank)	-	93,477
3/7/2025	(blank)	-	179,600
3/7/2025	(blank)	-	179,600
3/25/2025	(blank)	-	117,059
3/31/2025	(blank)	-	664,406
3/31/2025	(blank)	-	664,406
4/8/2025	(blank)	-	443,231
4/8/2025	(blank)	-	723,166
4/8/2025	(blank)	-	793,150
4/8/2025	(blank)	-	233,279
4/8/2025	(blank)	-	139,967
4/15/2025	(blank)	-	253,073
4/30/2025	(blank)	-	475,641
4/30/2025	(blank)	-	4,306,429
4/30/2025	(blank)	-	1,189,934
4/30/2025	(blank)	-	56,664
4/30/2025	(blank)	-	56,664
4/30/2025	(blank)	-	56,664
5/31/2025	(blank)	-	145,976
5/31/2025	(blank)	-	166,326
5/31/2025	(blank)	-	344,730
5/31/2025	(blank)	-	53,020
5/31/2025	(blank)	-	65,196
5/31/2025	(blank)	-	245,361
5/31/2025	(blank)	-	1,026,562
6/15/2025	(blank)	-	102,073
6/15/2025	(blank)	-	102,072
7/25/2025	(blank)	-	285,428
7/31/2025	(blank)	-	334,425
7/31/2025	(blank)	-	181,768
7/31/2025	(blank)	-	60,589
7/31/2025	(blank)	-	51,913
7/31/2025	(blank)	-	51,913
7/31/2025	(blank)	-	232,604
7/31/2025	(blank)	-	232,604
7/31/2025	(blank)	-	282,230
7/31/2025	(blank)	-	282,230
7/31/2025	(blank)	-	354,991
8/4/2025	(blank)	-	53,601
8/15/2025	(blank)	-	739,129
9/15/2025	(blank)	-	352,036

9/25/2025 (blank)	-	124,350
9/25/2025 (blank)	-	124,349
9/30/2025 (blank)	-	632,793
10/2/2025 (blank)	-	106,868
10/2/2025 (blank)	-	216,975
10/24/2025 (blank)	-	72,095
10/24/2025 (blank)	-	72,094
11/1/2025 (blank)	-	2,013,751
11/1/2025 (blank)	-	671,250
11/1/2025 (blank)	-	671,250
11/30/2025 (blank)	-	276,900
11/30/2025 (blank)	-	31,872
12/1/2025 (blank)	-	172,004
12/1/2025 (blank)	-	173,970
12/1/2025 (blank)	-	25,120
12/15/2025 (blank)	-	139,760
12/15/2025 (blank)	-	28,086
12/15/2025 (blank)	-	29,135
12/15/2025 (blank)	-	29,135
12/15/2025 (blank)	-	29,144
12/22/2025 (blank)	-	167,167
12/22/2025 (blank)	-	167,167
		<hr/>
		25,554,072

# YELLOWSTONE COUNTY BOARD OF COUNTY COMMISSIONERS

Resolution No. 26-26

## Resolution to Grant Tax Abatement to Phillips 66 Company on Class Eight Property

WHEREAS, pursuant to Section 15-6-138(4)(b) of the Montana Code Annotated, if an owner of class eight property applies for a tax abatement on the property to a board of county commissioners, the board must approve the abatement. For the first five years, the tax on the property is abated at 80, 90 or 100 percent. *Id.* For the next five years, the tax on the property is increased until the property is fully taxed. *Id.* Pursuant to Section 15-6-138(6)(d) of the Montana Code Annotated, the only discretion a board has with the tax abatement is the percentile of the abatement during the initial five-year period of the abatement. The board can approve an 80, 90 or 100 percent abatement for the period. *Id.* If a board does not act upon an application, the application is deemed approved at 100 percent of the abatement during the period. *Id.*

WHEREAS, pursuant to Section 15-6-138(6)(b) of the Montana Code Annotated, for a board of county commissioners to grant a tax abatement on class eight property, it should pass a resolution of intent to hold a public hearing, publish notice of the public hearing, receive public comment, hold a public hearing and pass a resolution.

WHEREAS, the Yellowstone County Board of County Commissioners received an application from Phillips 66 Company, that owns class eight property, for a tax abatement on the property. Attached is a copy of the application. The Board reviewed the application. Phillips 66 Company appeared to meet the requirements to receive an abatement. The application was timely submitted and appears to encompass class eight property. Pursuant to 15-6-138(4)(b), the Montana Department of Revenue has the ability to examine the books and records of the company to verify that the subject property meets the requirements of the abatement.

WHEREAS, on March 10, 2026, the Yellowstone County Board of County Commissioners passed a resolution of intent to approve a tax abatement for the class eight property of Phillips 66 Company and set a public hearing on the adoption for March 24, 2026. On March 13, 2026 and March 20, 2026, the Yellowstone County Clerk and Recorder published notice of the public hearing in the *Yellowstone County News*. On March 24, 2026, the Board held a public hearing on the abatement. The Board heard comments on the abatement. The Board considered the comments. The Board determined Phillips 66 Company met the requirements to receive the abatement and that \_\_\_\_\_ percent tax abatement would be appropriate for the initial five-year period.

NOW THEREFORE, BE IT RESOLVED,

Pursuant to Section 15-6-138(4)(b) of the Montana Code Annotated, the Yellowstone County Board of County Commissioners approves a tax abatement on the class eight property owned by Phillips 66 Company as indicated in the application. Phillips 66 Company meets the requirements to receive the abatement and the percentile of the abatement during the initial five-year period is \_\_\_\_\_ percent. The Department of Revenue retains the final determination of the

amount of property that qualifies as class 8 property subject to the abatement and can reduce the amount of qualifying property if it determines that portions of the property contained in the application do not qualify for abatement under MCA 15-6-138.

Passed and Adopted on the 24<sup>th</sup> day of March 2026.

**BOARD OF COUNTY COMMISSIONERS  
YELLOWSTONE COUNTY, MONTANA**

\_\_\_\_\_  
Mark Morse, Chair

\_\_\_\_\_  
Michael J. Waters, Member

\_\_\_\_\_  
Chris White, Member

ATTEST:

\_\_\_\_\_  
Jeff Martin, Clerk and Recorder

**Attachments**

Application  
Application Spreadsheet

**B.O.C.C. Regular**

c.

**Meeting Date:** 03/24/2026

**Title:** Resolution granting tax abatement to Par Montana on Class 8 property

**Submitted By:** Steve Williams

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**TOPIC:**

Resolution 26-27 to Grant Tax Abatement to Par Montana on Class Eight Property

**BACKGROUND:**

Par Montana has submitted an application for a tax abatement for section 8 property. Pursuant to MCA 15-6-138 the board must approve the abatement, but has discretion to set the abatement at 80, 90, of 100 percent. It stays at this abatement level for five years. For years six through ten, the abatement is reduced proportionally until it is at 0.

**RECOMMENDED ACTION:**

Hold a public hearing, determine the abatement percentage (80, 90, or 100) and pass the resolution. Barring unique circumstances, the county usually sets the abatement at 80%.

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**Attachments**

Application

Spreadsheet

Par Montana Resolution

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# Property Tax Abatement Application for Manufacturing Machinery, Fixtures, and Equipment

ABATE  
V2 1/2025

The property owner or the property owner’s representative must submit this application to the local governing body of the county where the property is located for approval by resolution. Refer to [15-6-138.MCA](#) for the definition of manufacturing machinery, fixtures, and equipment, and for detailed information on the application process.

For property used in a manufacturing process for which the property owner did not seek approval prior to commencing construction, the property owner must apply by March 1 of the year during which the abatement is first applicable for manufacturing machinery, fixtures, and equipment installed and placed in service after October 1, 2023.

## Required Information

### Applicant Name

Par Montana LLC

### Mailing Address

825 TOWN AND COUNTRY LN STE 1500

City HOUSTON

State TEXAS ZIP 77024

Email TAX@PARPACIFIC.COM

Contact Phone (281) 899-4814

### Property Address

700 Par Montana Rd.

City Billings

State Montana ZIP 59101

County Yellowstone County

Geocode(s) Can be found on the classification and appraisal notice.

Assessment code(s) Can be found on the classification and appraisal notice.

Complete the questions below for the project’s qualifying manufacturing machinery, fixtures, and equipment.

1 Project’s construction commencement date 01012025

2 Project’s estimated construction completion date 10012025

3 Project’s estimated cost \$ 17,000,000

4 A project plan is included with the application providing specific descriptions of qualifying manufacturing machinery, fixtures, and equipment.  Yes  No

*\*See asset list.  
Project plan must include site plans, construction blueprints or CAD files, and detailed equipment list with complete installation costs, installed date, and placed-in-service date for each qualifying component.*

5 The application shall be deemed for all manufacturing machinery, fixtures, and equipment identified in the project plan, regardless of the project's estimated cost, unless part of the project is otherwise exempt from property tax.

Is the applicant applying for an abatement on all manufacturing machinery, fixtures, and equipment identified in the project plan?

Yes  No

*\*See asset list.*

If no, please explain the reason for the difference and identify the manufacturing machinery, fixtures, and equipment on which the applicant is requesting an abatement, including estimated costs associated with each. Add additional pages if necessary.

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6 NAICS code for the property 324110

**Applicant Signature**  **Date**

0	2	1	7	2	0	2	6
---	---	---	---	---	---	---	---

**Printed Name** Tony Oliver

**Important!** The applicant must provide a copy of their application to the Department of Revenue within 30 days of submitting their application to the local governing body.

**Questions?** Contact us at [dorpadindustrial@mt.gov](mailto:dorpadindustrial@mt.gov) or (406) 444-7968.

## County Government Use Only

Within 120 days of receiving an application, the local governing body shall issue a decision whether to approve an abatement at 100%, 90%, or 80%. If the governing body fails to issue a decision within 120 days of receiving an application, the application is considered approved in an amount equal to 100%. If an applicant's property qualifies for the abatement, the local governing body may not deny the abatement and the minimum amount of the abatement may not be less than 80%. Please refer to [15-6-138.MCA](#), for detailed information on the application process.

Complete the questions below.

- 1 Tax abatement application received on
- 2 Local governing body published public hearing notice within 60 days of receiving a completed application.  
 Yes     No
- 3 Public hearing held on
- 4 Project tax abatement  Approved    Exemption Amount:     100%     90%     80%
- 5 Approved tax abatement to be implemented beginning Tax Year

In the first five years after the manufacturing machinery, fixtures, and equipment assets are placed in service, the assets will be designated as 80% exempt, 90% exempt, or 100% exempt. The initial year that the assets are placed in service must be designated in the approving resolution.

The exemption must be phased out at a rate of 20% of the amount allowed by the local governing body with the property being assessed at 100% of its taxable value after a 10-year period. In subsequent years, the property must be taxed at 100% of its taxable value.

**Important!** Approved application and a copy of the resolution, with a description of the manufacturing machinery, fixtures, and equipment that qualified for the tax abatement, must be sent to:

Department of Revenue  
PO Box 8018  
Helena MT 59604-8018

County Official Signature \_\_\_\_\_ Date

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

Questions? Contact us at [dorpadindustrial@mt.gov](mailto:dorpadindustrial@mt.gov) or (406) 444-7968.

Asset # + S no	Capitalized Date	Asset Description
100705180	1/1/2025	R-2 HF3 Catalyst 2024
100705190	1/1/2025	2024 D-504A CATALYST
100705200	1/1/2025	2024 R-602 Catalyst
100705210	1/1/2025	2024 R-601 Catalyst
100705220	1/1/2025	2024 R-705B POFO Catalyst
100705510	1/1/2025	Spare Alamo Transformer 10/12/14mVA Three Phase
100705550	6/1/2025	2025 R-1201 CHUB Catalyst
100705560	1/1/2025	Analect Hydrocarbon Smart System, OMA200
100705640	1/1/2025	Automated Smoke Point Detector, LAA343 Bench 12
100705650	1/1/2025	Cold Temperature Viscometer, LAA347 Bench 12
100705690	6/1/2025	2025 R-1202 CHUB Catalyst
100705710	6/1/2025	23 SCR Catalyst Replacement 2025
100705720	7/11/2025	HF1/3 Catalyst Spare CTLST KF-757H 1.5MM E 943 KG
100705730	7/11/2025	HF1/3 Catalyst Spare KF-757-1.5E COBALT/MOLY
100705740	5/31/2025	FCC Switchgear Transformer EATON 225 KVA Three Pha P-35 Asphalt Pump WH Spare CIRCOR C324APFS-412 IMO
100705750	2/28/2025	
100705760	1/1/2025	Upgraded SLEB D-1028 Caustic Knock Out Drum
100705820	3/4/2025	HF2 Fd. Chem. Inj., EC 3261A Antifoulant in KR
100705830	3/4/2025	HF2 Fd. Chem. Inj., EC 3087A Longrun in HF2
100705840	1/1/2025	Upgraded SLEB T-1019 Caustic Prewash Tower
100705850	6/1/2025	ULSIS01 New ULEB PLC Tricon CX 256 mb Model 3009X
100705860	1/30/2025	Diesel in Plant Fueling Facilities
100705870	1/30/2025	Gasoline in Plant Fueling Facilities
100705880	3/8/2025	6"-G1A-25-15262 SWS Flare to SLEB Flare for SVs
100705890	5/31/2025	E-441 Deethanizer Rundown Cooler/CW
100705900	5/31/2025	E-425B Alky Isostripper OH Condenser/CW
100705930	5/31/2025	D-426 Alky Isostripper Recycle Drum
100705950	5/31/2025	E-343 ULEB REHEATER/DEBUTANIZER
100705960	5/31/2025	E-344 ULEB REHEATER/HEAVY LEAN OIL
100705970	5/31/2025	E-355 ULEB DEA COOLER/CW
100705980	7/15/2025	C-310 Spare Compressor Bundle and Storage Containe
100705990	5/31/2025	EF-981 Main Flare Tip, Zeeco QFSC-24/30
100706000	3/1/2025	SLL 203 D-1028 GWR Level Transmitter VEGA
100706010	6/1/2025	D-334 C-310 Lube Oil Hydraulic Accumulator
100706020	4/15/2025	Traveling Screen at River Water Pump House Evoqua
100706030	6/1/2025	P-394B Motor: C-311 Lube Oil Pump Driver
100706040	1/30/2025	ULL 508 D-326 GWR Level Instrument
100706050	6/1/2025	FCC F-1 Aux Burner John Zink
100706060	6/1/2025	FCL 202 XM1 D-11 FCC Reactor High Level Instrument
100706070	6/1/2025	ULT 504 D-329 Oxidizer Drum Inlet Temperature Elem
100706080	6/1/2025	ULT 505 D-329 Oxidizer Drum Outlet Temperature Ele
100706090	6/1/2025	ULF 503 D-329 Wash Oil Flow Transmitter
100706100	6/1/2025	ULL 505 D-330 Disulfide Separator Drum Level Trans
100706110	1/1/2025	D-989 Track 5&6 Diesel Additive System Lubricity
100706120	1/1/2025	Diesel Additive Injection Skid: P-980 and P-981
100706130	1/1/2025	Diesel Additve Injection Panels RCP101,201,301,401
100706140	5/1/2025	Low Voltage Electrical Cable Tray in FCC

100706150	1/1/2025	B-904 Motor	TECO Westinghouse	200 HP	1800 RPM
100706170	4/15/2025	Concrete Foundations	Trenches for Cable Tray	Syste	
100706180	4/15/2025	MVCT Steel Supports	for Cable Tray	System	
100706190	4/15/2025	MVCT Cable Tray	System		
100706200	4/15/2025	C725 Motor Feeder Cable	source	350 switch house	
100706210	4/15/2025	C2 Motor Feeder Cable	source	350 switch house	
100706220	4/15/2025	C310 Motor Feeder Cable	source	350 switch house	
100706230	4/15/2025	B201 Motor Feeder Cable	source	EDC	
100706240	4/15/2025	HCBL Switch House	XFMR Feeder Cable	source	350 SWH
100706630	10/1/2025	25 POFO R-705A	Catalyst	Change Out	

**Amount**

853,420.22  
406,318.55  
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190,923.75  
64,090.37  
37,906.29  
10,958.69  
15,988.91  
4,266.70  
8,174.11  
556,448.15

# YELLOWSTONE COUNTY BOARD OF COUNTY COMMISSIONERS

Resolution No. 26-27

## Resolution to Grant Tax Abatement to Par Montana, LLC on Class Eight Property

WHEREAS, pursuant to Section 15-6-138(4)(b) of the Montana Code Annotated, if an owner of class eight property applies for a tax abatement on the property to a board of county commissioners, the board must approve the abatement. For the first five years, the tax on the property is abated at 80, 90 or 100 percent. *Id.* For the next five years, the tax on the property is increased until the property is fully taxed. *Id.* Pursuant to Section 15-6-138(6)(d) of the Montana Code Annotated, the only discretion a board has with the tax abatement is the percentile of the abatement during the initial five-year period of the abatement. The board can approve an 80, 90 or 100 percent abatement for the period. *Id.* If a board does not act upon an application, the application is deemed approved at 100 percent of the abatement during the period. *Id.*

WHEREAS, pursuant to Section 15-6-138(6)(b) of the Montana Code Annotated, for a board of county commissioners to grant a tax abatement on class eight property, it should pass a resolution of intent to hold a public hearing, publish notice of the public hearing, receive public comment, hold a public hearing and pass a resolution.

WHEREAS, the Yellowstone County Board of County Commissioners received an application from Par Montana, LLC, that owns class eight property, for a tax abatement on the property. Attached is a copy of the application. The Board reviewed the application. Par Montana, LLC appeared to meet the requirements to receive an abatement. The application was timely submitted and appears to encompass class eight property. Pursuant to 15-6-138(4)(b), the Montana Department of Revenue has the ability to examine the books and records of the company to verify that the subject property meets the requirements of the abatement.

WHEREAS, on March 10, 2026, the Yellowstone County Board of County Commissioners passed a resolution of intent to approve a tax abatement for the class eight property of Par Montana, LLC and set a public hearing on the adoption for March 24, 2026. On March 13, 2026 and March 20, 2026, the Yellowstone County Clerk and Recorder published notice of the public hearing in the *Yellowstone County News*. On March 24, 2026, the Board held a public hearing on the abatement. The Board heard comments on the abatement. The Board considered the comments. The Board determined Par Montana, LLC met the requirements to receive the abatement and that \_\_\_\_\_ percent tax abatement would be appropriate for the initial five-year period.

NOW THEREFORE, BE IT RESOLVED,

Pursuant to Section 15-6-138(4)(b) of the Montana Code Annotated, the Yellowstone County Board of County Commissioners approves a tax abatement on the class eight property owned by Par Montana, LLC as indicated in the application. Par Montana, LLC meets the requirements to receive the abatement and the percentile of the abatement during the initial five-year period is \_\_\_\_\_ percent. The Department of Revenue retains the final determination of the amount of

property that qualifies as class 8 property subject to the abatement and can reduce the amount of qualifying property if it determines that portions of the property contained in the application do not qualify for abatement under MCA 15-6-138.

Passed and Adopted on the 24<sup>th</sup> day of March 2026.

**BOARD OF COUNTY COMMISSIONERS  
YELLOWSTONE COUNTY, MONTANA**

\_\_\_\_\_  
Mark Morse, Chair

\_\_\_\_\_  
Michael J. Waters, Member

\_\_\_\_\_  
Chris White, Member

ATTEST:

\_\_\_\_\_  
Jeff Martin, Clerk and Recorder

**Attachments**

- Application
- Application Spreadsheet

**B.O.C.C. Regular**

**Meeting Date:** 03/24/2026

**Title:** Polling Place Relocation - Laurel

**Submitted By:** Dayna Causby, Election Administrator

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**TOPIC:**

Resolution 26-24 Polling Place Relocation - Laurel

**BACKGROUND:**

Resolution to move the polling location for Laurel to School District 7 (Laurel) Administration Building

**RECOMMENDED ACTION:**

Approve

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**Attachments**

Laurel - Polling Location Change

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**YELLOWSTONE COUNTY BOARD OF COUNTY COMMISSIONERS**

Resolution No. 26- 24

**Resolution to Change Polling Location**

WHEREAS, on March 19, 2026, the Yellowstone County Board of County Commissioners heard discussion on moving the designated polling location for the Laurel area to the Laurel Public School District Administration Office (School District 7) 606 S 5<sup>th</sup> Street, Laurel, MT 59044.

WHEREAS, pursuant to Section 13-3-105 of the Montana Code Annotated, a board of county commissioners shall designate the polling place for each precinct no later than 30 days before a primary election.

WHEREAS, pursuant to Section 13-3-105 of Montana Code Annotated, any building may be used as a polling place. The building must be furnished at no charge.

WHEREAS, pursuant to Section 13-3-206 of Montana Code Annotated, the Election Administrator shall conduct an onsite survey of each polling place to be used in an election to determine whether it meets the standards for accessibility established under 13-3-205. A survey was conducted by the election administrator on November 20, 2025, the site was deemed accessible.

NOW, THEREFORE BE IT RESOLVED:

The following precinct polling locations will move moved to the Laurel Public School District Administration Office (School District 7) 606 S 5<sup>th</sup> Street, Laurel, MT 59044.

Precinct 5, Precinct 55, Precinct 57, Precinct 58, Precinct 59

Pursuant to Section 13-3-105 of the Montana Code Annotated, the Yellowstone County Board of County Commissioners approves the change of the Polling location for Precincts #5, #55, #57, #58, #59 from the Laurel High School, to the Laurel Public School District Administration Office (School District 7) 606 S 5<sup>th</sup> Street, Laurel, MT 59044. The Yellowstone County Board of County Commissioners further instructs the Yellowstone County Election Administrator to notify all affected polling place voters within Precincts #5, #55, #57, #58 to be notified of the polling location change. The Election Administrator is advised the notice may include an application for the voter to be placed on the permanent absentee ballot list for all polling place elections. Attached as Exhibit A is the polling place survey conducted November 20, 2025. Attached as Exhibit B is the approximate number of affected voters at the passing of this resolution.

Passed and Adopted on the 24th day of March, 2026.

BOARD OF COUNTY COMMISSIONERS  
YELLOWSTONE COUNTY, MONTANA

\_\_\_\_\_  
Mark Morse, Chair

\_\_\_\_\_  
Michael J. Waters, Member

\_\_\_\_\_  
Chris White, Member

ATTEST:

\_\_\_\_\_  
Jeff Martin, Clerk and Recorder

**U.S. Department of Justice**

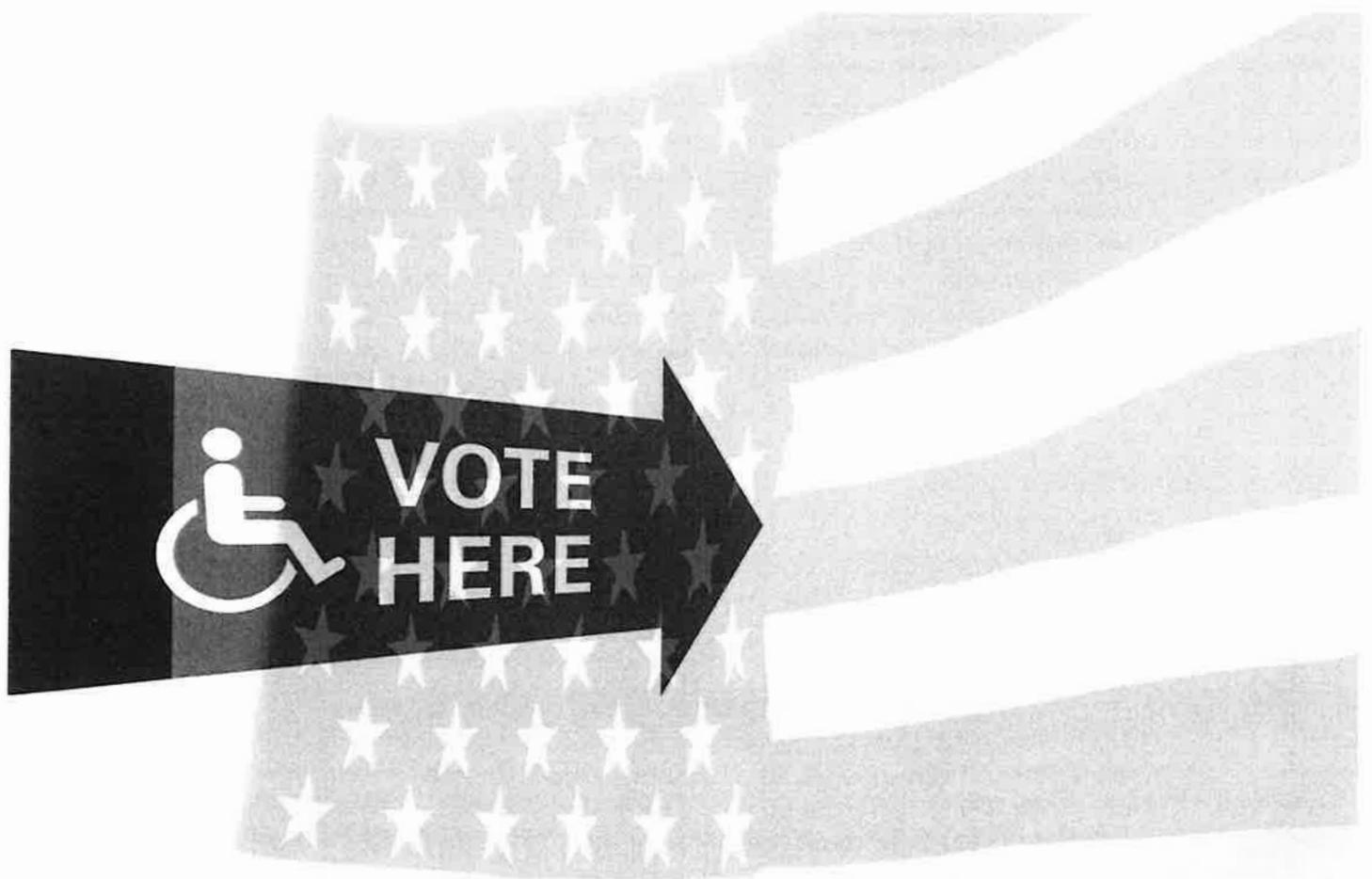
Civil Rights Division

*Disability Rights Section*



**Americans with Disabilities Act**

# **ADA CHECKLIST FOR POLLING PLACES**



**June 2016**

**Part 1** discusses polling place accessibility with a focus on the areas of a facility that may be used as a polling place on Election Day.

**Part 2** includes a list of the tools election officials will need in order to use the Checklist, some helpful tips on taking measurements and photographs, and a useful list of the most common tools for temporary remedies and the circumstances in which they may be used.

**Part 3** is the 2016 Checklist.

Reproduction of this document is encouraged. Additional copies of this publication may be obtained, viewed or downloaded from the technical assistance section of the ADA Website ([www.ada.gov](http://www.ada.gov)) or by calling the ADA Information Line at 800-514-0301 (voice), 800-514-0383 (TTY).

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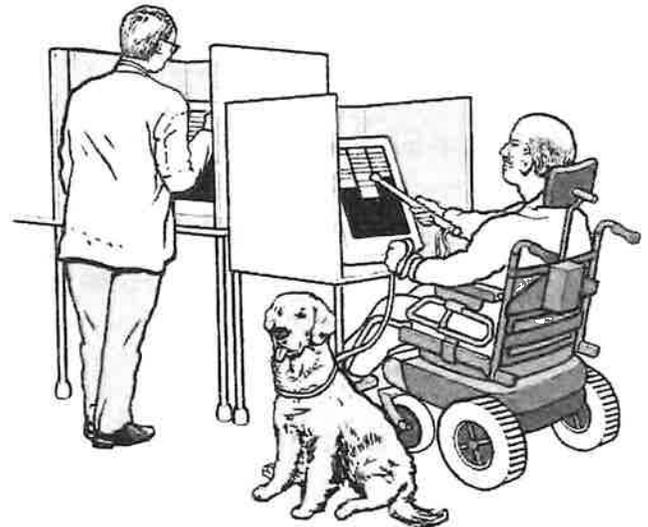
# POLLING PLACE ACCESSIBILITY IS REQUIRED BY THE AMERICANS WITH DISABILITIES ACT

The Americans with Disabilities Act (ADA) is a federal civil rights law that provides protections to people with disabilities to ensure that they are treated equally in all aspects of life. Title II of the ADA requires state and local governments (“public entities”) to ensure that people with disabilities have a full and equal opportunity to vote. The ADA’s provisions apply to all aspects of voting, including polling places (or vote centers). Voting at one’s polling place allows voters the chance to interact with neighbors and candidates who talk with voters outside the polling place, and to ask questions of or receive assistance from trained poll workers inside the polling place. Simply put, voting in person at a local polling place is the quintessential American voting experience.

In communities large and small, people cast their ballots in a variety of facilities that temporarily serve as polling places, such as libraries, schools, and fire stations, or churches, stores, and other private buildings. Voters include people with a variety of disabilities, such as those who use wheelchairs, scooters, or other devices, those who have difficulty walking or using stairs, or those who are blind or have vision loss. They are people, young and old, who have come to their polling place to exercise their right to vote. Many public entities report that their polling places are accessible. However, the Government Accountability Office estimates that only 27% of polling places were accessible to people with disabilities in the 2008 elections.<sup>1</sup> This means that 73% of the polling places used in 2008 had architectural barriers that made it difficult or even impossible for people with disabilities to enter their polling place and vote side by side with their neighbors.

People with disabilities must have the opportunity to be full participants in an integrated civic event. The ADA requires that public entities ensure that people with disabilities can access and use all of their voting facilities. Because

a mix of public and private facilities are used as polling places, public entities may ensure Election Day accessibility of a polling place by using low-cost temporary measures, such as portable ramps or door stops, rather than necessarily making permanent modifications to a facility. If temporary measures will not fix a barrier, and public entities are unable to make a permanent modification to fix the barrier, then the public entity must look for an alternative, accessible polling place. In some circumstances, when a public entity is unable to identify or create an accessible polling place for a particular voting precinct or ward, election administrators may instead use an alternative method of voting at the polling place.<sup>2</sup> Public entities are encouraged to make permanent modifications to their facilities used as polling places, such as



A voter with a disability casting his ballot

schools, community centers, and town halls. The use of temporary measures to provide access to polling places on Election Day does not change a public entity’s obligations under the ADA to ensure that its programs and services are accessible to people with disabilities, nor does it mean that a temporary remedy would be appropriate in a public facility on an everyday basis.

# REQUIREMENTS FOR ACCESSIBILITY

The ADA's regulations and the ADA Standards for Accessible Design set out what makes a facility accessible and should be used to determine the accessibility of any facility being considered for use as a polling place. This publication, the ADA Checklist for Polling Places (2016 Checklist), provides guidance to election officials for determining whether a polling place already has the basic accessibility features needed by most voters with disabilities or can be made accessible on Election Day using temporary solutions to remove barriers. The updated Checklist includes provisions from the 2010 ADA Standards for Accessible Design ("2010 Standards").<sup>3</sup> Any alterations made to a polling place must comply with the 2010 Standards.

## Other Justice Department Publications

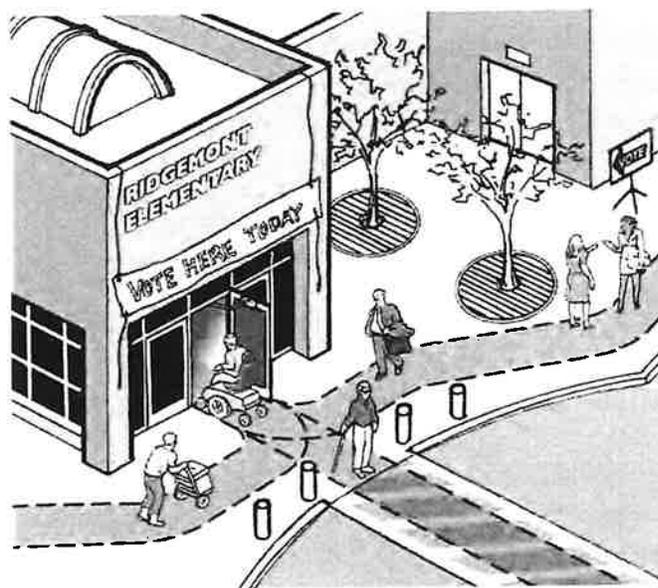
In addition to the 2016 Checklist, election officials should consult the Department's 7-page publication on the rights of voters with disabilities, *The Americans with Disabilities Act and Other Federal Laws Protecting the Rights of Voters with Disabilities*.

Another Justice Department publication, *Solutions for Five Common ADA Access Problems at Polling Places*, illustrates suggested temporary solutions for several common accessibility problems found at polling places.

This 2016 Checklist and other Justice Department publications, as well as the title II regulation and the 2010 Standards are available at [www.ada.gov](http://www.ada.gov).

## Part 1: Evaluating the Physical Accessibility of Polling Places

The 2016 Checklist, found in Part 3 of this document, is designed to assist officials in determining whether a facility being considered for use as a polling place is accessible to people with mobility or vision disabilities, and, if not, whether modifications can be made to ensure accessibility or relocation to another accessible facility will be necessary. The 2016 Checklist should be used to evaluate both new and existing polling places. Completing the 2016 Checklist will provide guidance on whether a facility is accessible for voters with disabilities, and how to identify and remedy any barriers that exist.



Accessible polling place

<sup>1</sup>U.S. Government Accountability Office Report: Voters with Disabilities; Additional Monitoring of Polling Places Could Further Improve Accessibility; September 2009.

<sup>2</sup>See U.S. Department of Justice Technical Assistance: "The Americans with Disabilities Act and Other Federal Laws Protecting the Rights of Voters with Disabilities," (September 2014), available at [www.ada.gov](http://www.ada.gov).

<sup>3</sup>The requirements that new construction and alterations comply with the 2010 Standards went into effect on March 15, 2012. Facilities that were built or altered before that date, and that complied with the 1991 Standards, need not be modified

to comply with the 2010 Standards as to those provisions included in the 1991 Standards. See 28 C.F.R. §35.151(b)(2)(i). This is referred to as a safe harbor. The 1991 Standards and the 2010 Standards, as applied to polling places, are very similar, however, with the exception of the requirements for accessible parking. For example, the 1991 Standards required only one van-accessible space for every eight accessible spaces, see 28 C.F.R. pt. 36, Appendix D, §4.1.2(5)(b), while the 2010 Standards require one van-accessible space for every six accessible spaces, see 2010 Standards §208.2.4.

## Getting Started

Individuals using the 2016 Checklist need not be experienced in evaluating facilities for accessibility. It is designed to be used to evaluate key areas that must be accessible. By following these directions, staff can identify accessible polling places and consider how to implement temporary and permanent accessibility remedies to those facilities found to be inaccessible. References are also provided to the 2010 Standards for more information about particular requirements. We encourage election officials to provide training to their staff on compliance with the ADA.

An evaluation of polling place accessibility focuses on those areas of a facility that may be used as a polling place on Election Day. Think about how people generally arrive at, enter, and move through the polling place. Do people drive and park? Are people dropped off at the entrance? Do they arrive on foot or do they take public transportation? This document addresses the following key areas or features that must be accessible: the parking area and passenger drop-off sites; routes (both exterior and interior); the entrance to the polling place; and the voting area itself.

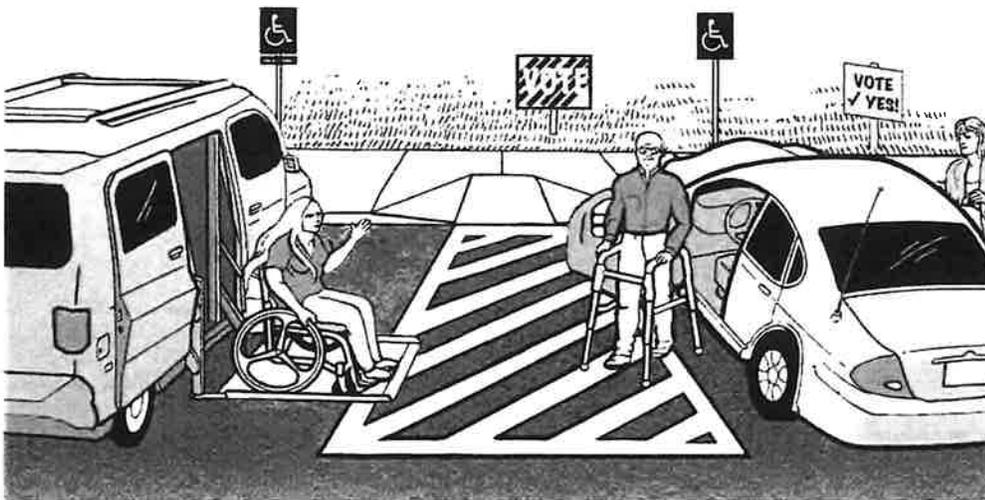
## Arriving at the Polling Place

### Parking

If parking is provided for voters, accessible parking must be provided for people with disabilities. An accessible space is composed of three elements: the parking space, an access aisle adjacent to the space that is wide enough to allow voters with a mobility disability to get out of their car or van, and signage designating it as an accessible space. The 2010 Standards require one accessible parking space per 25 parking spaces provided (up to the first 100 spaces). One of six (or fraction of six) accessible parking spaces, but always at least one, must be van accessible. Generally, the access aisle must be at least 60 inches wide for cars and 96 inches wide for vans. Van accessible spaces can also have an access aisle at least 60 inches wide if the width of the van parking space is at least 132 inches. A sign, with the International Symbol of Accessibility, must mark each accessible parking space. Van accessible spaces must be designated as such on the sign at these spaces. Accessible parking spaces and the access aisles serving them must be on a surface that is stable, firm, and slip resistant (e.g., clear of gravel or mud) without wide cracks or broken pavement and located on the closest accessible route to the accessible entrance. The accessible parking spaces and access aisles must also be level

to allow a safe transfer from the car to a person's wheelchair. (See Part 2 of this document for tips on measuring slopes and cross slopes.)

Parking requirements are in Section A of the 2016 Checklist found in Part 3 of this document.



A van accessible parking space and a car parking space share an access aisle

## Solutions for Accessibility: Problems Involving the Parking Area

**Problem One:** Parking is available, but no accessible parking is provided or there are not enough accessible parking or van accessible spaces.

**Solution:** Find a relatively level parking area near the accessible entrance and then designate the area for accessible parking spaces and adjacent access aisles. Use three parking spaces to make two accessible parking spaces with an access aisle. Traffic cones or other temporary elements may be used to mark these spaces and access aisles. Provide a temporary sign designating each accessible parking space and make sure the access aisle of each space is connected to the accessible route to the accessible entrance.

**Problem Two:** Accessible parking is provided, but it does not have a marked access aisle next to each designated accessible parking space.

**Solution:** Use traffic cones to mark and block off the access aisle and curb ramp area. The first accessible parking space provided should be a van accessible parking space with an access aisle that is at least 96 inches wide.

**Problem Three:** Accessible parking spaces or access aisles are on a sloped surface and do not provide a level area for a safe transition from the voter's car to a wheelchair.

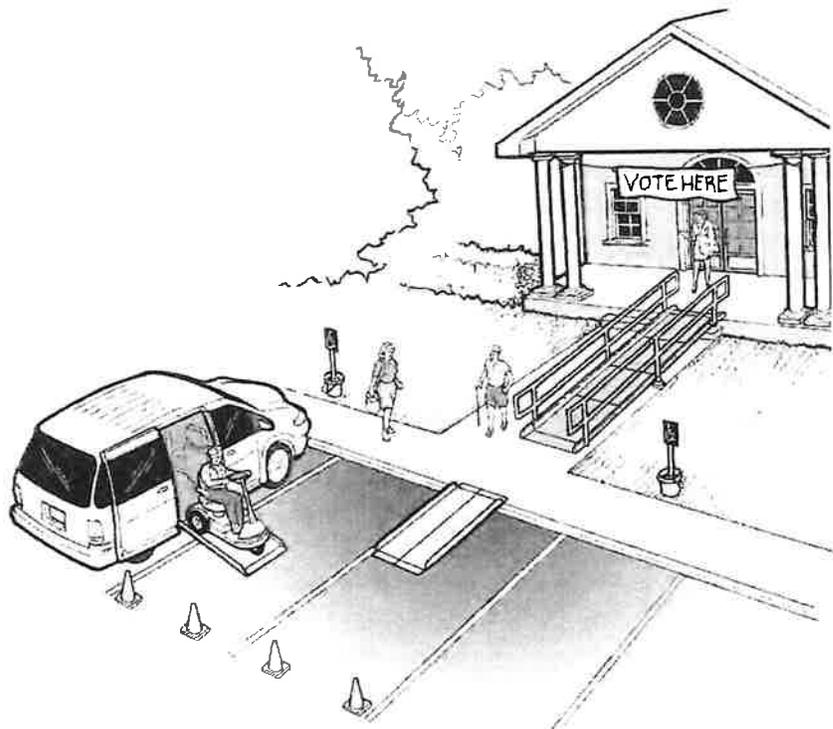
**Solution:** Find a parking area that is close to the accessible entrance and is level. Provide accessible parking spaces and access aisles in that area by marking them off with traffic cones. Make sure the accessible parking spaces connect to an accessible route to the entrance. Provide a sign designating each accessible

parking space. When the parking area generally is not level, you may need to look beyond the parking area, to driveways and streets, for example, to provide accessible parking in a level area temporarily on Election Day.

**Problem Four:** No sign with the International Symbol of Accessibility is installed at each accessible parking space.

**Solution:** Provide a temporary sign in front of each accessible parking space, including a "van accessible" sign for the van parking space.

**Problem Five:** A large number of accessible parking spaces are provided, including van accessible spaces, at a school near the main building entrance. The voting area and entrance to the voting area, however, are at the rear of the school and there are no designated accessible parking spaces in this area.



Three standard parking spaces are converted into a van accessible parking space with an access aisle. Cones mark and block off the access aisle and a temporary curb ramp with edge protection connects to an accessible route to the polling place.

**Solution:** Find a relatively level parking area near the accessible entrance to the voting area and then designate the area for accessible parking spaces and adjacent access aisles. Traffic cones or other temporary elements may be used to mark the spaces and access aisles. Provide a temporary sign for each accessible parking space and make sure the access aisle of each space is connected to the accessible route to the accessible entrance.

### Passenger Drop-off Locations

Some voters with disabilities will be driven to the polling place and dropped off in a passenger drop-off area near the entrance. If the polling place is served by passenger drop-off areas, then at least one drop-off area must be accessible. An accessible drop-off area, also known as an accessible passenger loading zone, must have a level access aisle next to the vehicle space. If a curb separates the access aisle from an accessible route, a curb ramp must be provided so that people with disabilities can get to the accessible route leading to the accessible entrance.

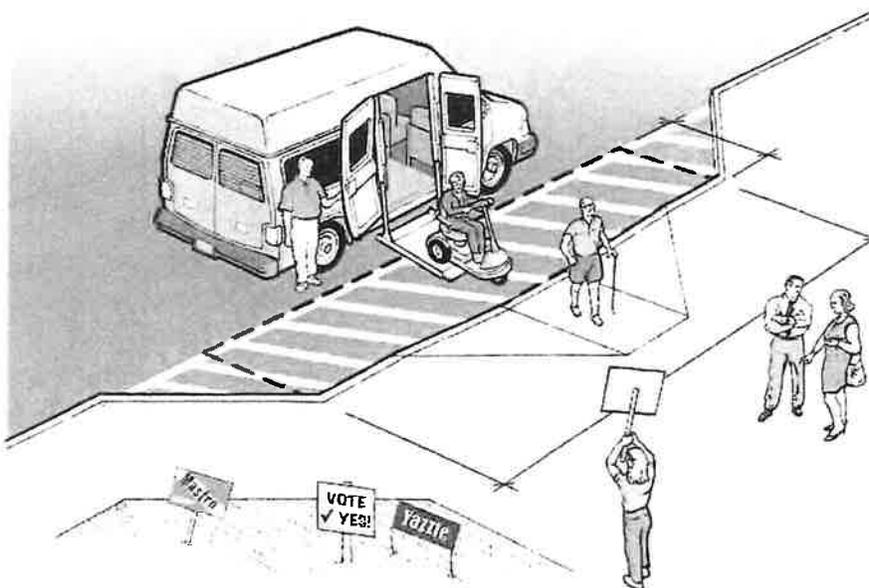
Passenger drop-off area requirements are in Section B of the 2016 Checklist found in Part 3 of this document.

### Accessible Routes (Exterior and Interior)

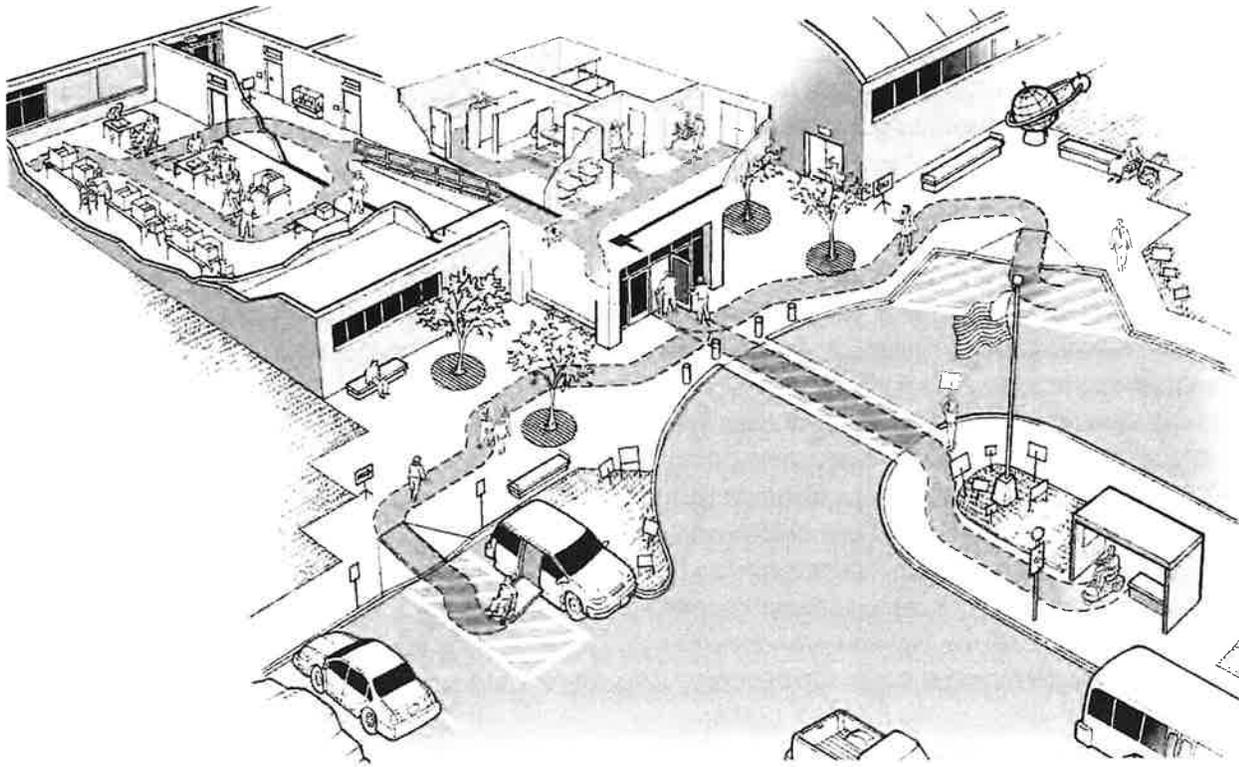
Once a voter with a disability arrives at the polling site, there must be an accessible route from the accessible parking, passenger drop-off sites, sidewalks and walkways, and public transportation stops to get to the entrance of the voting facility. The accessible route must be at least 36 inches wide. It may narrow briefly to 32 inches wide, but only for a distance of up to 24 inches. (See Part 2 of this document for tips on taking measurements.) Whenever possible, the accessible route must be the same as or near the general circulation path (i.e., the path for general pedestrian use).

Inside the polling place, there must be an accessible route from the entrance through hallways, corridors, and interior rooms leading to the voting area. The route must be free of abrupt changes in level, steps, high thresholds, or steeply sloped walkways. The accessible route is essential for people who have difficulty walking or who use wheelchairs or other mobility devices to get into the polling place and to the voting area. Where an accessible route is different from the general circulation path, signs will be needed to direct voters with disabilities to the accessible route and to the voting area.

Route requirements are in Sections C and E of the 2016 Checklist found in Part 3 of this document.



Accessible passenger drop-off and loading area



Accessible routes to and within the polling place

**Solutions for Accessibility:  
Problems Involving the Accessible Route**

**Problem One:** The sidewalk connecting parking to the polling place entrance is too steep to be accessible.

**Solution:** Check to see if there is another sidewalk that provides an accessible route to the accessible entrance. Sometimes there is a less direct route that can serve as the accessible route. If no accessible route can be found from the current designated accessible parking, relocate the accessible parking using traffic cones and signs to an area where there is an accessible route to the entrance.

**Problem Two:** The accessible route crosses a curb and no curb ramp is provided.

**Solution:** Install a portable ramp.

**Problem Three:** One or two steps are part of the route leading to the accessible entrance.

**Solution:** Install a portable ramp.

**Problem Four:** The interior hallway leading to the voting area contains a set of stairs that cannot be ramped.

**Solution:** If the accessible route cannot be relocated, look for another area where voting may be provided. For example, if the stage in a school auditorium used for voting is up several steps, perhaps the hallway or lobby area may be accessible and used for voting instead of the stage. Or, if a church basement located down a flight of stairs is used as the voting area, perhaps one of the ground floor rooms could be used as the voting area. If it is impossible to relocate the voting area for all voters, find a location for an accessible voting station that offers the same privacy as the other voting area.

## Ramps

If any part of the accessible route - exterior or interior - has a slope greater than 1:20, it is considered a ramp and must meet the requirements for ramps. (See Part 2 of this document for tips on measuring running slopes and cross slopes.) If any part of the accessible route contains steps, it must be ramped. Even one short step at an entrance or in a hallway can prevent access by a person using a wheelchair, walker, or cane and can make entry difficult for many people who have other mobility disabilities. Interior and exterior ramps must not be too steep and must have a level landing at the bottom and top, and where the ramp changes direction. They must meet the ADA's requirements regarding slope, width, landings, handrails, and edge protection. Ramps with a rise greater than six inches must have handrails and if there are vertical drop offs on the sides, there must be edge protection.

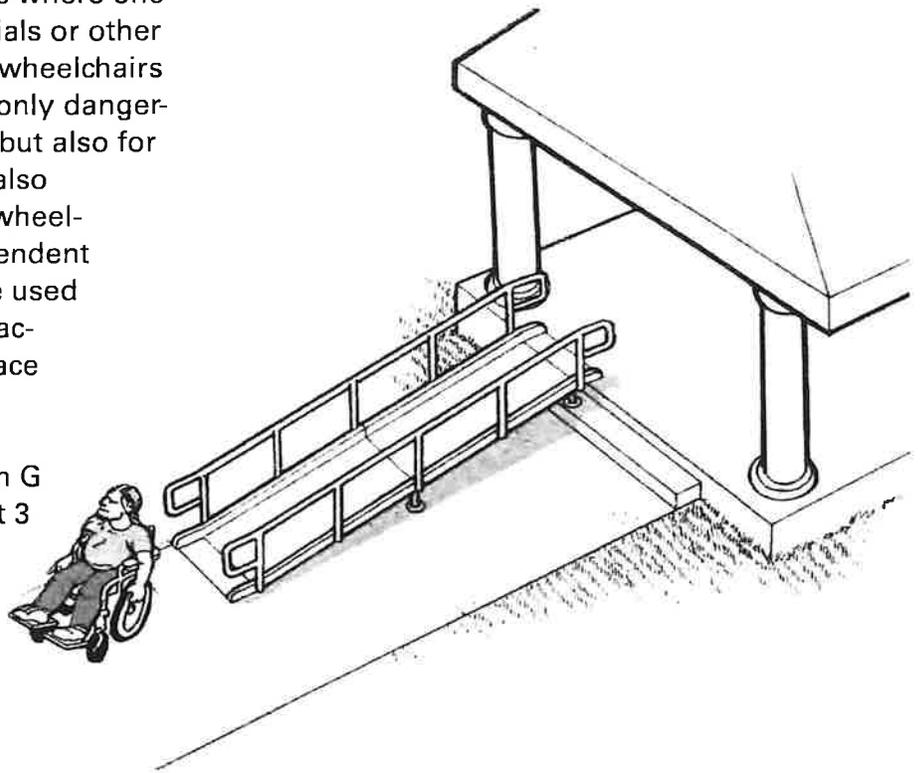
In the past, at some polling places where one or more steps were present, officials or other voters have carried people using wheelchairs up the steps. This practice is not only dangerous for the person being carried, but also for those lifting the wheelchair. It is also degrading to the person using a wheelchair and does not provide independent access. Carrying should never be used as an alternative to providing an accessible way to enter a polling place (or other facility).

Ramp requirements are in Section G of the 2016 Checklist found in Part 3 of this document.

## Solutions for Accessibility: Problems Involving Ramps

**Problem One:** There is a six inch high step on the accessible route that has a ramp that is only three feet long, making the ramp too steep and, therefore, inaccessible.

**Solution:** Alter the route to avoid the steep ramp or place a temporary ramp that is at least six feet long over the short ramp.

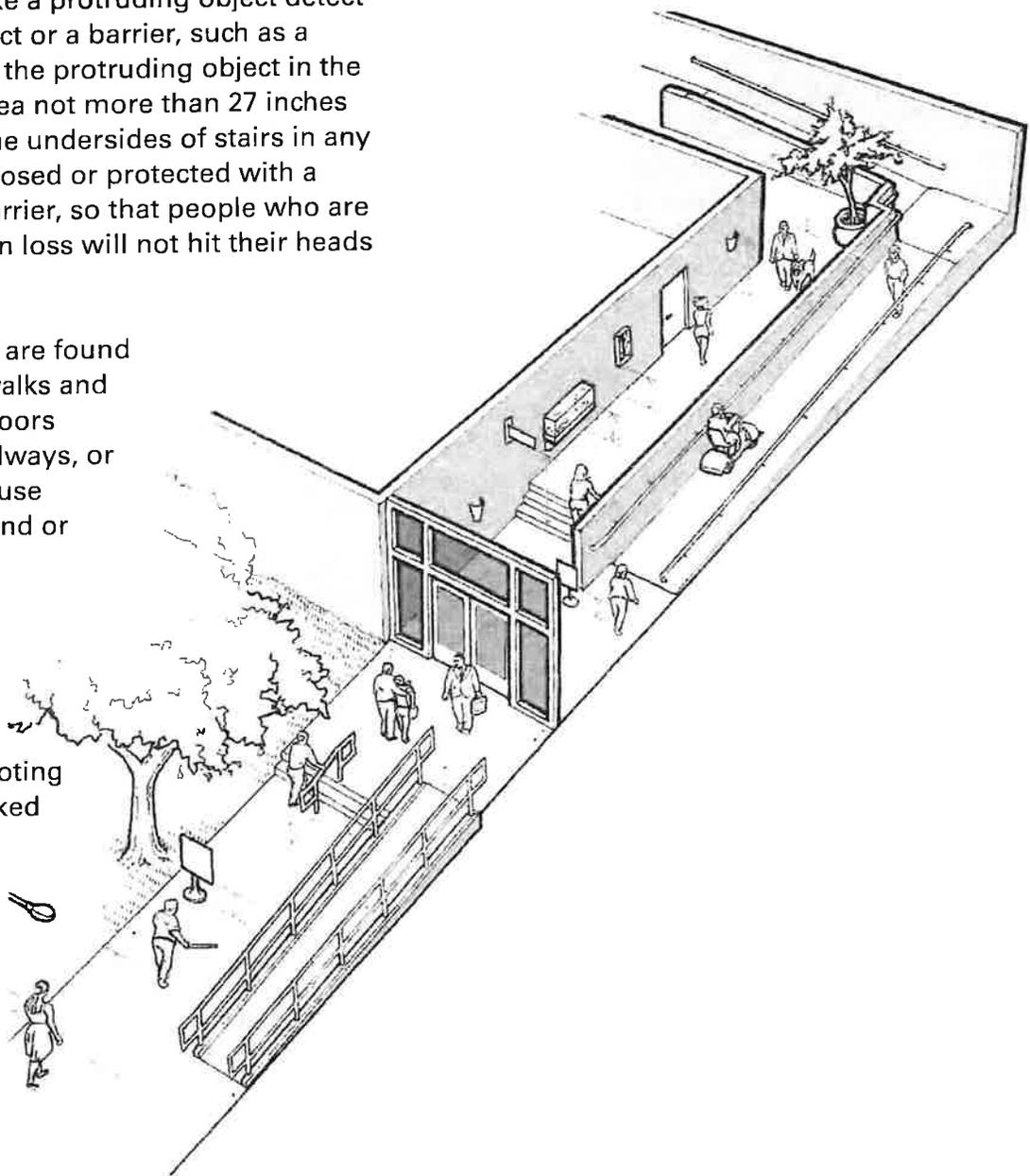


A portable ramp with edge protection and handrails is placed over stairs to provide an accessible route on Election Day.

## Protruding Objects

When people who are blind or who have vision loss use a cane to detect hazards, only objects located at 27 inches above the floor or ground or lower are detectable. If an object is higher than 27 inches and wall-mounted, it must not protrude more than four inches into the path of travel. Similarly, post-mounted objects higher than 27 inches must not protrude more than 12 inches into the path of travel. There must be at least 80 inches clear height above the pedestrian route. To make a protruding object detectable: place an object or a barrier, such as a traffic cone, below the protruding object in the cane-detectable area not more than 27 inches above the floor. The undersides of stairs in any route must be enclosed or protected with a cane-detectable barrier, so that people who are blind or have vision loss will not hit their heads on the underside.

Protruding objects are found outdoors on sidewalks and walkways, and indoors in lobby areas, hallways, or voting areas. Because people who are blind or have vision loss may walk on any circulation path, not just the accessible routes, all routes serving or leading to the voting area must be checked for protruding objects.



Examples of outdoor protruding objects include post or wall-mounted signs and low-hanging tree limbs. Examples of indoor protruding objects include fire extinguishers and wall-mounted display cases, wall sconces, open staircases, exit signs, overhead signs, banners, and some arched doorways.

Protruding object requirements are in Sections C, E, and F of the 2016 Checklist found in Part 3 of this document.

Signs or other objects in the pedestrian route can be a hazard if the bottom is more than 27 inches but less than 80 inches above the route. Objects that overhang the pedestrian route must be at least 80 inches above the route.

## **Solutions for Accessibility: Problems Involving Protruding Objects**

**Problem One:** Objects, such as branches and ceiling-mounted televisions, over a route are lower than 80 inches above the ground or floor.

**Solution:** Prune the branches or remove the items that are hanging below 80 inches. Another approach is to install a detectable barrier under the item that is too low. The detectable barrier or object must be no higher than 27 inches above the route.

**Problem Two:** A wall-mounted display case protrudes seven inches from the wall and the bottom of the case is 40 inches above the floor.

**Solution:** Place a detectable object or skirting below the case. The bottom of the skirting or detectable object must be no higher than 27 inches above the floor.

**Problem Three:** The bottom of a set of stairs is open and voters who are blind or have vision loss can hit their head on the underside of the stairs.

**Solution:** Provide a detectable fence or other object so voters cannot walk under the stairs.

## **Building Entrance**

A polling place must have at least one accessible entrance. At least one door at the accessible entrance must have a minimum clear width of 32 inches for a voter who uses a wheelchair or other mobility device to pass through the doorway. (See Part 2 of this document for tips on taking measurements.) Door hardware must be useable with one hand without tight grasping, pinching, or twisting of the wrist, so that it is operable by someone with limited mobility in their hands. Doors may not have high thresholds that impede voters who use wheelchairs or other mobility devices in crossing the threshold. Inaccessible entrances must have signs directing voters to the accessible entrance. The accessible entrance must remain



When the underside of a set of stairs is open, it is a hazard to people who are blind or have low vision. Enclosing the area below the stair or installing a cane-detectable barrier helps the person to stop before hitting her head.

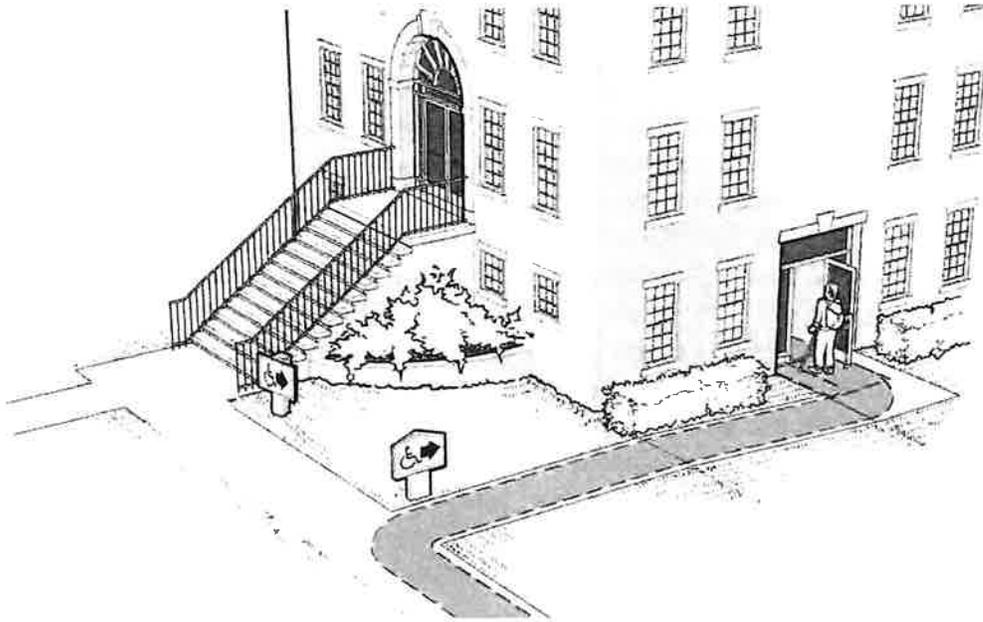
unlocked at all times the polling place is open.

Building entrance requirements are in Section D of the 2016 Checklist found in Part 3 of this document.

## **Solutions for Accessibility: Problems Involving the Building Entrance**

**Problem One:** One or two steps at the entrance prevent access.

**Solution:** If another entrance is accessible and on an accessible route from parking, passenger drop-off sites, or public transportation stops, designate it as the accessible entrance. If the main entrance is not accessible, install a directional sign at the main entrance directing voters with disabilities to the accessible entrance. Keep the accessible entrance unlocked during all voting hours. If another accessible entrance is not available, install a temporary ramp at the main entrance.



Accessible entrance to polling place with signs directing voters to the accessible entrance

**Problem Two:** The entrance door threshold is one inch high.

**Solution:** Short ramps or wedges may be used on both sides of the threshold to allow a voter in a wheelchair to pass over the threshold.

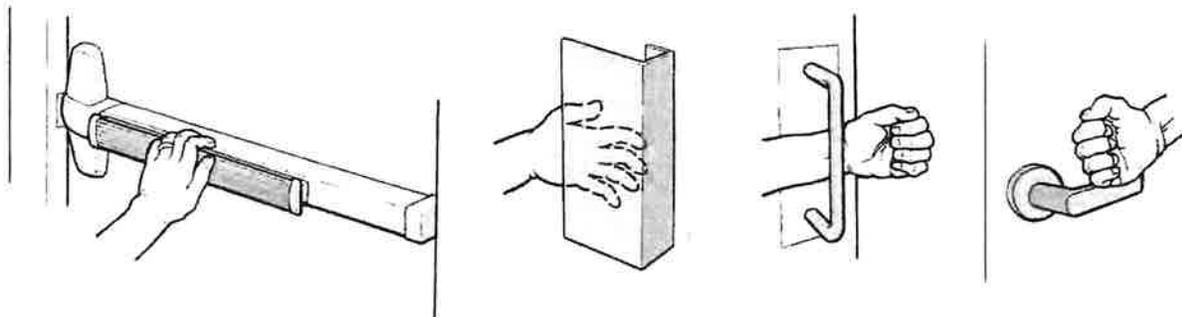
**Problem Three:** The entrance doors are narrow double leaf doors that are normally opened by an automatic door opener but it is not working on Election Day.

**Solution:** Keep both doors propped open, station volunteers near the doors to open them for voters while the polling place is open, or provide a temporary doorbell to notify officials

that the door needs to be opened in a timely manner.

**Problem Four:** The entrance door has a door knob and/or latch that requires tight pinching and twisting and is not accessible.

**Solution:** There are four typical solutions: add an accessible pull or handle and leave the door unlatched; install fully accessible door hardware; leave the door propped open; or provide a temporary doorbell to notify officials that the door needs to be opened in a timely manner.



Examples of accessible door hardware

## Lifts and Elevators

If the voting area is not on the same level as the entrance, there must be an independently operable elevator or lift to provide an accessible route to individuals with disabilities. The door into the elevator or lift and the space within must be wide enough to accommodate wheelchairs and other mobility devices. All controls should be operable without tight grasping, pinching, or twisting and should be no higher than 48 inches. Chair or seated lifts found on staircases do not comply with the 2010 Standards as they are not suited for many voters with disabilities, including people who use wheelchairs.

Lift and elevator requirements are in Section H and I of the 2016 Checklist found in Part 3 of this document.

### Solutions for Accessibility: Problems Involving Lifts and Elevators

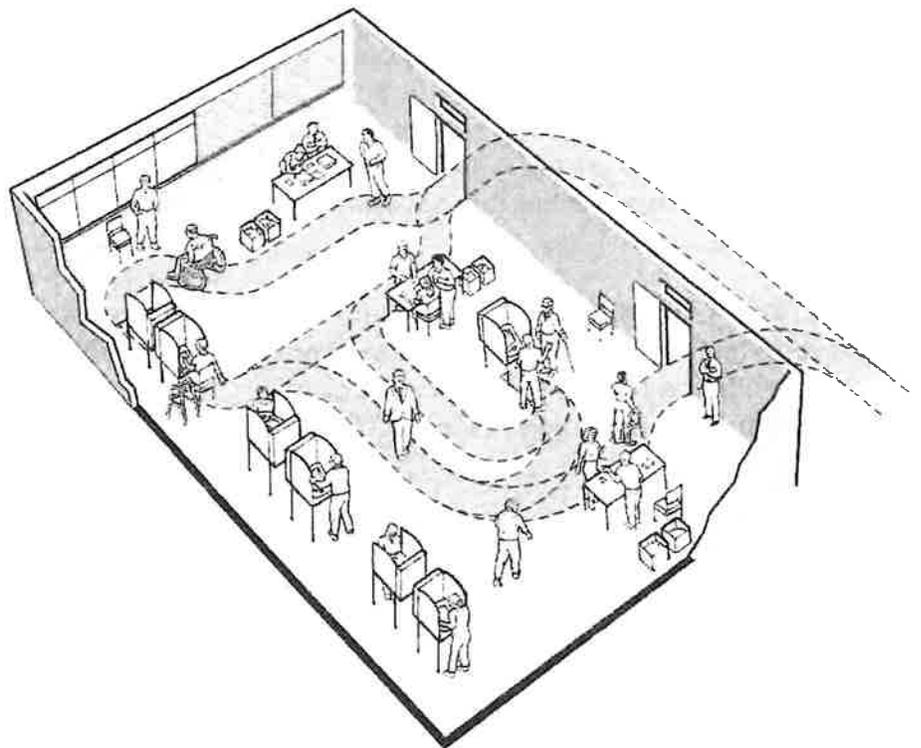
**Problem One:** The elevator or lift to the voting area requires a key to be inserted before the elevator or lift is operational.

**Solution:** Relocate the voting area to avoid use of the elevator or lift. Otherwise, leave the key in the elevator or lift for the entire time the polling place is open, or station a volunteer, who has been trained in its operation, to operate the elevator or lift while the polling place is open.

## Voting Area

The accessible voting area must have an accessible entrance and adequate circulation and maneuvering space for voters who use wheelchairs or scooters, or who walk with mobility devices, to get in to the voting area, sign in at the check-in table, and go to the voting stations or machines. Within the voting area there must be enough clearance for an individual with a disability to access and use all the voting equipment. Voting machines should be positioned so that the highest operable part is no higher than 48 inches. If voters are expected to vote at counters or tables, there should be a writing surface that provides knee and toe clearance so that a voter who uses a wheelchair may sit at and use the counter or table.

Voting area requirements are in Section F of the 2016 Checklist found in Part 3 of this document.



An accessible route connects the building entrance with the voting area, including voter check-in and voting stations.

## Solutions for Accessibility: Problems Involving the Voting Area

**Problem One:** The voting area is in a small room and the accessible voting machine is only two feet from the check-in table.

**Solution:** Relocate the voting area to a larger space such as a hallway or lobby or change the layout of the voting area by moving the check-in table outside the room to provide appropriate space for voters with disabilities to use the accessible voting machine.

## Part 2: Tools for Surveys

The tools necessary to conduct surveys using the 2016 Checklist are inexpensive and many, if not all, can be purchased at local hardware and home improvement stores.

### Tools and Documentation

The following tools are needed for the 2016 Checklist:

- a metal tape measure at least 20 feet long
- a digital level or a bubble level that is at least 24 inches long
- a door pressure gauge
- a digital camera with a flash
- a copy of the 2016 Checklist for each location to be surveyed
- a clipboard and pens or pencils

### Completing Measurements and Recording Information

One person can complete a survey of a polling place but it is often quicker and easier for two people to work together. One can be responsible for taking the measurements and the other for recording the information and taking any photographs.

## Taking Measurements

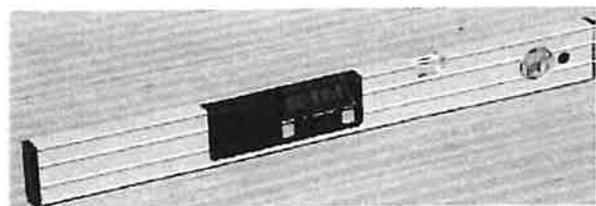
### Sloped Surfaces

Measuring the slope of a ramp, parking space, pedestrian route, or other ground or floor surface is important to identify whether the surface is accessible. Two slope measurements perpendicular to one another should be taken at each location. One is the running slope that runs parallel to the direction of travel and the other is the cross slope, which runs perpendicular to the running slope.

The amount of slope or grade is described as the proportion of a vertical rise to a horizontal length. It is usually described as:

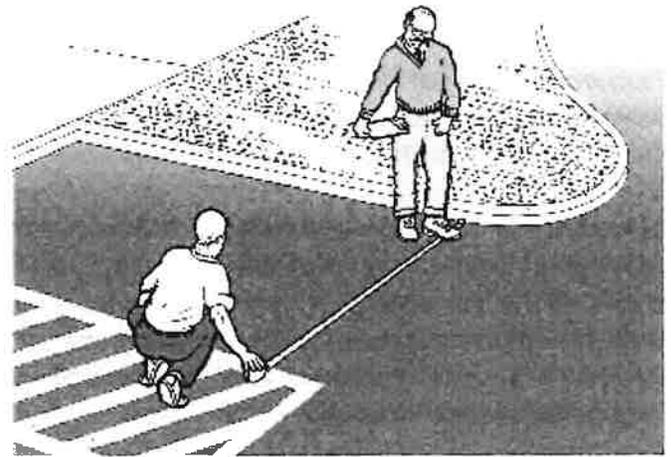
- a ratio (e.g., 1:20, means one unit of vertical rise for each 20 units of horizontal length); or
- a percentage (e.g., 8.33% which equates to a ratio of 1:12 or 4.76 degrees).

The easiest way to measure slope is to use a digital level. The digital display gives a reading that may be shown as a ratio, percent, or degree. Calibrate the digital level before each use.

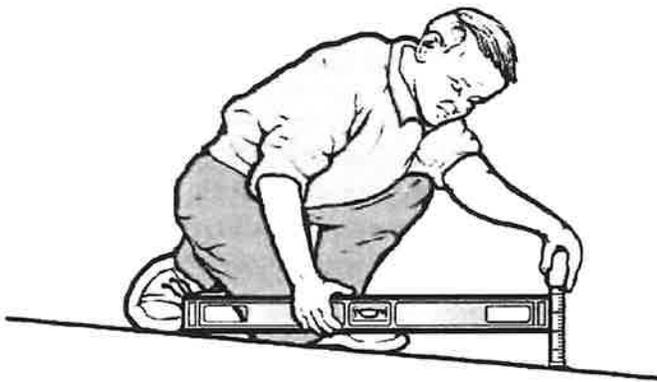


A digital level that can be used with measurements in degrees, percentages, or ratios

Another way to measure slope is to use a 24 inch level with leveling bubbles and a tape measure. Place the level on the sloped surface in the direction you wish to measure. Rest one end of the level at the highest point of the sloped surface and lift the other end (see image) until the bubble is in the middle of the tube. This is the "level" position. While the level is in this position, measure the distance between the bottom end of the level and the sloped surface below. If the distance is two inches or less, then the slope is 1:12 or less. When the distance is more than two inches, record the distance on the checklist so the exact slope can be calculated later. For measuring cross slope, if the distance measured from the level position is  $\frac{1}{2}$  inch or less then the slope is 1:48 or less.



Using a tape measure to measure the width of a parking space



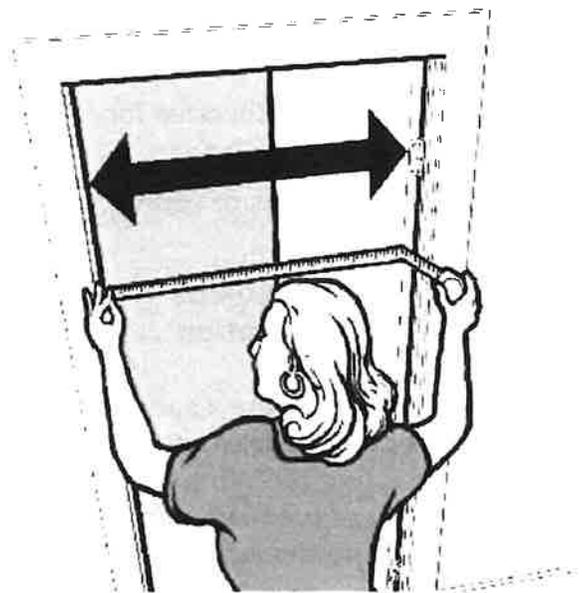
Measuring slope using a 24 inch bubble level and tape measure

### Using the Tape Measure

A tape measure is used to measure the length, width, height, and depth of various elements including parking spaces and access aisles, routes, thresholds, doorways, and protruding objects.

### Measuring Door Openings

Special care is needed when measuring the clear opening of a doorway. To measure the clear opening of a standard hinged door, open the door to 90 degrees. Measure the clear door opening from the edge of the doorstop to the edge of the door (not to the door jamb). This measures the clear width of the door opening through which people pass, which is less than the width of the door itself. Door handles and push bars should not be included in the measurements of door opening widths.



Measuring the clear door opening

## Taking Photographs

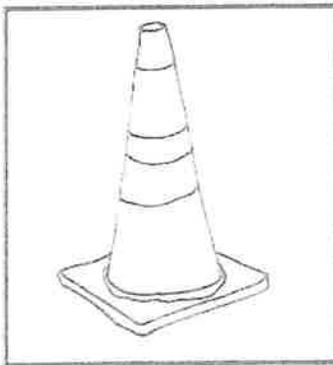
It is always useful to first take a photo that will clearly identify the site, then the elements surveyed. A comprehensive set of photographs makes it easier to understand existing conditions after the survey is completed. It is a good idea to take several photos of the exterior and interior of the polling place. We recommend taking photographs of measurements and non-compliant elements such as steps. It is likely that others may review information about the facility you are surveying.

## Temporary Remedies

Many accessibility barriers at polling places can be removed with temporary remedies. Although not designed to be permanent solutions, the following tools can be used to provide remedies on Election Day to improve accessibility. These tools can often be found in local hardware and home improvement stores or online at minimal cost.

### Temporary Remedies

#### Traffic Cones



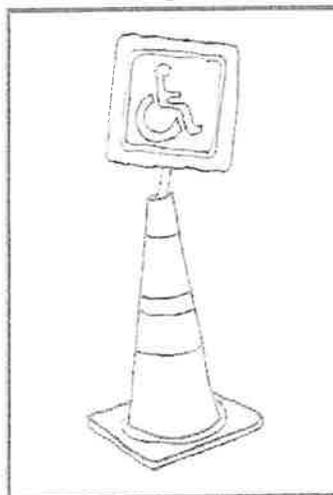
Traffic cones can be used to mark parking spaces, access aisles and passenger loading zones, to hold parking signs, and to warn of protruding objects.

#### Van Parking Sign



Van accessible parking signs should be used to designate van accessible parking locations.

#### Parking Signs



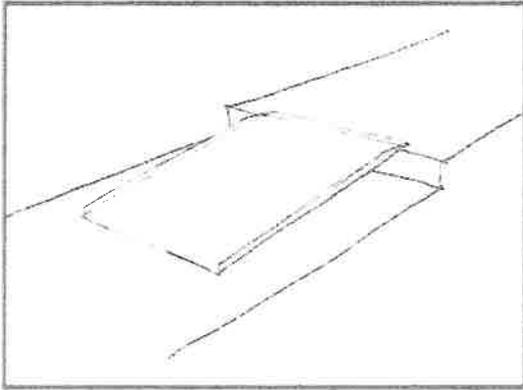
Accessible parking signs should be used to designate accessible parking locations.

#### Directional Signs



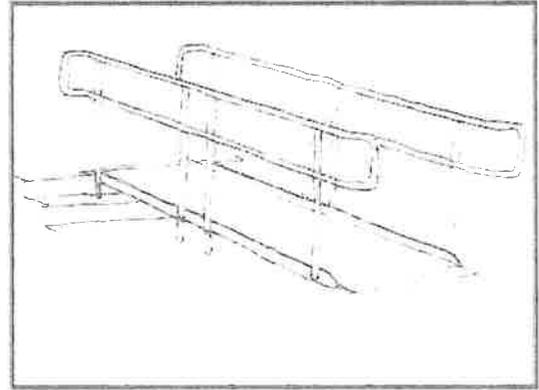
Directional signage should be used to show direction to the accessible route, accessible entrance, and voting area.

**Portable ramp -  
step six inches or less**



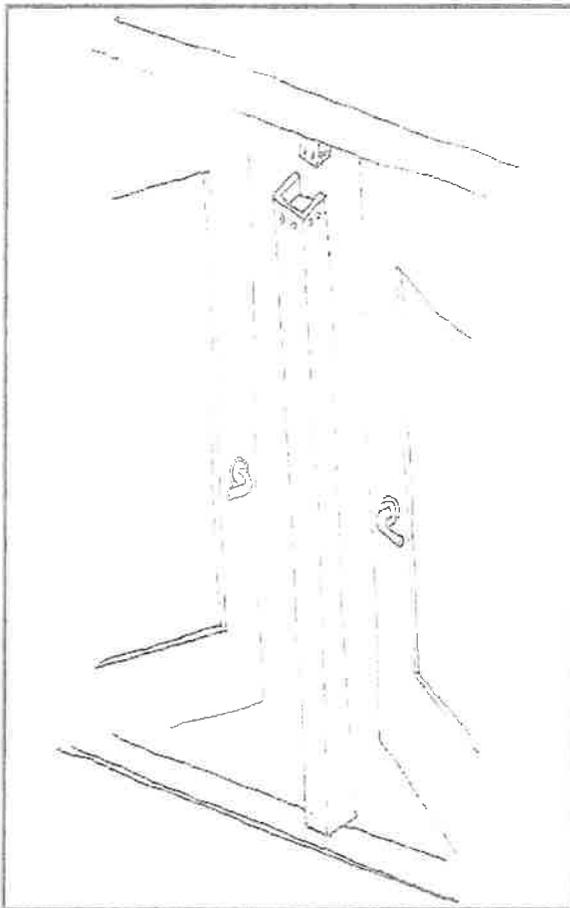
Portable ramps without handrails can only be used for heights six inches or less and can provide access at a curb or low step. Portable ramps also can be placed flat to cover holes or gaps in a sidewalk.

**Portable ramp -  
greater than six inch step**



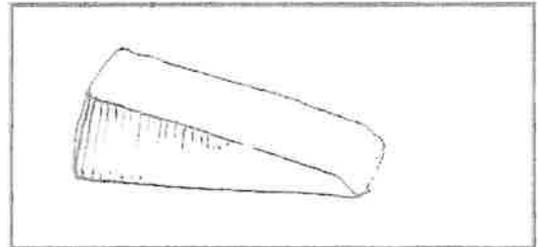
Portable ramps with handrails must be used for heights greater than six inches to provide access over steps. For ramps greater than six inches high, temporary edge protection such as a pipe or piece of wood can be attached with ties or twine to the edges of the ramp. Edge protection must run the entire length of the ramp.

**Remove post (increase clear width  
at double leaf doors)**



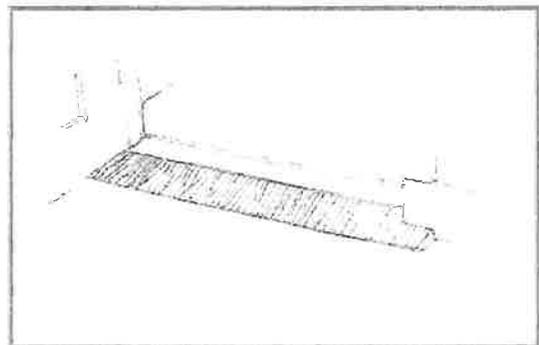
Remove center post between doors if the post is bolted to the door frame to provide a 32 inch clear opening or to allow double doors to be propped open.

**Door stop**



Door stops can be used to prop open a door if the door handle is inaccessible, or if there is an inadequate maneuvering clearance for a person using a wheelchair or other mobility device to open the door.

**Wedges**



Wedges can provide access at thresholds and slight changes in level.

### Part 3 : Polling Place Accessibility Checklist

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: 11/20/25 Time: 3 pm

Address: 606 S 5<sup>th</sup> St Laurel MS Location name: Laurel SD7 Admin Bldg

This checklist is designed to provide guidance for determining whether a polling place has basic accessibility features needed by voters with disabilities.

For each question below there are citations to the 2010 ADA Standards for Accessible Design (2010 Standards). Please review the 2010 Standards for all requirements.

There are some differences between the 1991 ADA Standards for Accessible Design (1991 Standards) and the 2010 Standards. Elements and spaces in a building constructed or altered before March 15, 2012, that complied with the 1991 Standards may remain in compliance with the 2010 Standards. See 28 C.F.R. §35.150(b)(2) for more information.

In completing the checklist, provide a measurement for every question with a "no" answer. Where a question asks about more than one element, provide a note in the comments explaining any noncompliant elements.

#### Status of Polling Place

All Elements Compliant

Non-Compliant Elements Remediable with Temporary Measures

Non-Compliant Elements Not Remediable with Temporary Measures  
(Relocate Polling Place)

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Address: \_\_\_\_\_ Location name: \_\_\_\_\_

A	<b>Parking</b>  <b>Only complete this section if off-street parking is provided to voters. If off-street parking is not provided to voters, go to Section B.</b>  <b>If more than 25 parking spaces are provided to voters, see the 2010 Standards for the number of accessible parking spaces required. (§208.2)</b>	Yes	No	N/A	Comments/ Remedies
A1	Is there at least one designated van accessible space with signage with the International Symbol of Accessibility and designated "van accessible"? (§§208.2, 208.2.4, 502.6)	✓			
A2	Are the designated van accessible spaces at least 96" wide with a 96" wide access aisle, or 132" wide with a 60" wide access aisle? (§§502.2, 502.3) Width of space _____ Width of access aisle _____	✓			
A3	For van accessible spaces (particularly in a garage or parking structure), is there vertical clearance of at least 98" for the vehicular route to the parking space, in the parking space and access aisle, and along the vehicular route to the exit? (§502.5)	✓			
A4	Are designated accessible parking spaces and the access aisles serving them on a level surface, with slopes not exceeding 1:48 in all directions? (Note: Curb ramps may not be part of an access aisle since they include slopes greater than 1:48.) (§502.4)	✓			
A5	Are the surfaces of the designated accessible parking spaces and access aisles stable, firm, and slip resistant? (§§502.4, 302.1)	✓			
A6	Are the designated accessible parking spaces located on the shortest accessible route to the accessible entrance? (§208.3.1)	✓			

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Address: \_\_\_\_\_ Location name: \_\_\_\_\_

B	<b>Passenger Drop-Off Area</b>  <b>Only complete this section if a passenger drop-off area is provided for voters. If a drop-off area is not provided to voters, go to Section C.</b>	Yes	No	N/A	Comments/ Remedies
B1	Is the vehicle pull-up space on a level surface, with slopes not exceeding 1:48 in all directions? (§503.4)	✓			
B2	Is the access aisle next to the vehicle pull-up space on a level surface, with a slope not exceeding 1:48 in all directions? (§503.4)	✓			
B3	Is there vertical clearance of at least 114" (9 feet 6 inches) from the site entrance to the vehicle pull-up area, in the access aisle, and along the vehicular route to the exit? (§503.5)	✓			
B4	Is a curb ramp provided if a curb separates the access aisle from the accessible route to the accessible entrance? (§§206.2.1, 503.3)	✓			
B5	Is the width of the curb ramp surface at least 36" (not counting the side flares)? (§405.5)	✓			
B6	Does an accessible route connect the access aisle and curb ramp to the accessible entrance of the polling place? (§206.2)	✓			

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Address: \_\_\_\_\_ Location name: \_\_\_\_\_

C	<b>Exterior Route to Accessible Entrance</b>  <b>Complete a separate Exterior Route form, when applicable, for the routes from 1) parking, 2) passenger drop-off areas, 3) public sidewalks and 4) public transportation stops.</b>  <b>Exterior route location:</b> <u>front</u>	Yes	No	N/A	Comments/ Remedies
C1	Is the route at least 36" wide? (§403.5.1)	✓			
C2	Is the route free of abrupt changes in level greater than ½"; including stairs? (§303)	✓			
C3	Is the route free of surface openings greater than ½"; such as grates or holes in the pavement? (§302.3)	✓			
C4	Are walking surfaces stable, firm, and slip resistant? (§302.1)	✓			
C5	Is the route free of wall mounted objects that protrude more than 4" into the path of travel and are between 27" and 80" high? (§307.2)	✓			
C6	Is the route free of post mounted objects that protrude more than 12" into the path of travel and are between 27" and 80" high? (§307.3)	✓			
C7	Are objects that hang over the pedestrian route 80" or higher, including the underside of exterior stairs? (§307.4)	↓			
C8	If the route crosses a curb, is there a curb ramp that is at least 36" wide with a slope no more than 1:12? (§§303.4, 405.2, 405.5, 406.1)	↓			
C9	Is the running slope of part of the route greater than 1:20? If yes, go to Section G. (§402.2)	↓			
C10	Is the cross slope of the accessible route no greater than 1:48? (§§403.3, 405.3)	↓			

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Address: \_\_\_\_\_ Location name: \_\_\_\_\_

D	Polling Place Entrances	Yes	No	N/A	Comments/ Remedies
D1	Is the clear width of the door opening (one door or one active leaf of a double door) at least 32"? (§404.2.3)	✓			
D2	Is each door hardware useable with one hand without tight grasping, pinching, or twisting of the wrist? (§§309.4, 404.2.7)	✓			
D3	On the pull side of the door, is there at least 18" of clearance provided to the side of the latch? (§404.2.4)	✓			
D4	Is the area in front of the door level, with slopes no greater than 1:48 in all directions? (§§404.2.4.4, 405.7.1)	✓			
D5	If there are doors in a series, is the distance between the two hinged doors at least 48" plus the width of the door swinging into the space? (§404.2.6)	✓			
D6	Can the second door (interior door) in the series be opened with no more than 5 pounds of force? (§309.4)	✓			
D7	Does the second door (interior door) in the series comply with D2, D3, and D4, above?	✓			
D8	Are door thresholds no higher than 1/2"? (Note: If the threshold is between 1/4" and 1/2" it must be beveled.) (§404.2.5)	✓			
D9	Do inaccessible entrances have signage directing voters to the accessible entrance? (§216.6)	✓			
D10	If voters are directed to an alternative accessible entrance, is this entrance kept unlocked during voting hours? (28 C.F.R. §§35.130, 35.133)	✓			

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Address: \_\_\_\_\_ Location name: \_\_\_\_\_

E	Route from Entrance Into Voting Area	Yes	No	N/A	Comments/ Remedies
E1	Is the route at least 36" wide? (§403.5.1)	✓			
E2	Is the route free of wall mounted objects that protrude more than 4" into the path of travel and are between 27" and 80" high? (§307.2)	✓			
E3	Is the route free of post mounted objects that protrude more than 12" into the path of travel and are between 27" and 80" high? (§307.3)	✓			
E4	Are objects that hang over the route 80" or higher, including the underside of stairs? (§307.4)	✓			
E5	Is the route free of abrupt changes in level greater than ½"; including stairs? (§303)	✓			
E6	Is the running slope of part of the route greater than 1:20? If yes, go to Section G. (§303.4 )	✓			
E7	If the route to the voting area has stairs, is a platform lift or elevator provided? If yes, go to Section H (lifts) or Section I (elevators). (§402.2)	✓			
E8	If doors are provided along the route to the voting area, is the clear width of each door opening (one door or one active leaf of a double door) at least 32"? (§404.2.3)	✓			
E9	Is each door hardware useable with one hand without tight grasping, pinching, or twisting of the wrist? (§§309.4, 404.2.7)	✓			
E10	Can each door be opened with no more than 5 pounds of force? (§309.4)	✓			
E11	Is the threshold at each door no higher than ½"? (Note: If the threshold is between ¼" and ½" it must be beveled.) (§404.2.5)	✓			
E12	On the pull side of each door, is there at least 18" of clearance provided to the side of the latch? (§404.2.4)	✓			
E13	Is the area in front of each door level, with slopes no greater than 1:48 in all directions? (§§404.2.4.4, 405.7.1)	✓			

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Address: \_\_\_\_\_ Location name: \_\_\_\_\_

F	Within the Voting Area	Yes	No	N/A	Comments/ Remedies
F1	Are floor surfaces stable, firm, and slip resistant? (§302.1)	✓			
F2	Is the route free of wall mounted objects that protrude more than 4" into the path of travel and are between 27" and 80" high? (§307.2)	✓			
F3	Is the route free of post mounted objects that protrude more than 12" into the path of travel and are between 27" and 80" high? (§307.3)	✓			
F4	Are objects that hang over the route 80" or higher, including the underside of stairs? (§307.4)	✓			
F5	Is there enough room to provide a route at least 36" wide to the registration table and voting stations? (§403.5.1)	✓			
F6	Is there enough room to provide a turning space in front of at least one voting station, such as a circle that is at least 60" in diameter? (§304.3)	✓			
F7	Is there enough room to provide a turning space in front of at least one accessible voting machine, such as a circle that is at least 60" in diameter? (§304.3)	✓			

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Address: \_\_\_\_\_ Location name: \_\_\_\_\_

G	Ramps  Complete a separate ramp form for each ramp, whether exterior or interior.  Ramp location: <u>Exterior 1</u>	Yes	No	N/A	Comments/ Remedies
G1	Is the running slope of the ramp no greater than 1:12? (§405.2)	✓			
G2	Is the cross slope of the ramp 1:48 or less? (§405.3)	✓			
G3	Is the rise (height) for any ramp run 30" or less? (§405.6)	✓			
G4	Is the ramp, measured between handrails, at least 36" wide? (§405.5)	✓			
G5	Does the ramp have a level landing that is at least 60" long, at the top and bottom of each ramp section? (§405.7)	✓			
G6	For every 30" of rise, is a level landing at least 60" long provided? (§§405.6, 405.7)	✓			
G7	Is a level landing, at least 60" by 60" provided where the ramp changes direction? (§405.7.4)	✓			
G8	If the rise of the ramp is greater than 6", are handrails provided that are between 34" and 38" above the ramp surface? (§§405.8, 505.4)	✓			
G9	If the rise of the ramp is greater than 6" and the ramp or landing has a vertical drop-off on either side of the ramp, is edge protection provided? (§405.9)	✓			

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Address: \_\_\_\_\_ Location name: \_\_\_\_\_

H	Lifts	Yes	No	N/A	Comments/ Remedies
H1	Is the lift operational at the time of the survey? (28 C.F.R. §§35.130, 35.133)	✓			
H2	Is the lift independently operable, or can it be made so during Election Day? (§410.1)	✓			
H3	Is there 30" by 48" of clear floor space within the lift? (§§410.3, 305.3)	✓			
H4	Are the controls for the lift no higher than 48"? (§§410.5, 309.3, 308)	✓			
H5	Are the controls useable with one hand without tight grasping, pinching or twisting? (§§410.5, 309.4)	✓			
H6	Is the clear width of the door opening/gate opening at the end of the lift at least 32"? If a side door/gate is provided, is the clear opening width at least 42"? (§410.6)	✓			

Ward: \_\_\_\_\_ Precinct: \_\_\_\_\_ Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Address: \_\_\_\_\_ Location name: \_\_\_\_\_

I	Elevators	Yes	No	N/A	Comments/ Remedies
I1	Is the elevator car door opening at least 36" wide? (§407.3.6, Table 407.4.1)			↑	
I2	Is there space to maneuver within the elevator car, e.g., 51" deep and 68" wide; OR 80" deep and 54" wide; OR 60" deep and 60" wide? (§407.4.1)				
I3	Are hallway elevator call buttons 48" high or lower? (§§407.2.1.1, 308.2, 308.3)				
I4	Are elevator car controls 48" high or lower? (§§407.4.6.1, 308.2, 308.3)				
I5	Does the elevator have visible and audible signals in the hallway to indicate the arrival and direction of the elevator car? (§407.2.2.1)				
I6	Does the elevator have visible and audible signals within the elevator car to indicate the position of the car? (§407.4.8)				↓

The Americans with Disabilities Act authorizes the Department of Justice (the Department) to provide technical assistance to individuals and entities that have rights or responsibilities under the Act. This document provides informal guidance to assist you in understanding the ADA and the Department's regulations.

This guidance document is not intended to be a final agency action, has no legally binding effect, and may be rescinded or modified in the Department's complete discretion, in accordance with applicable laws. The Department's guidance documents, including this guidance, do not establish legally enforceable responsibilities beyond what is required by the terms of the applicable statutes, regulations, or binding judicial precedent.

County: YELLOWSTONE  
 User Name: Dayna Causby

## Precinct Voter Counts Report

Precinct Name	Polling Place			Absentee		Total
	Active	Inactive	Provisional	Active	Provisional	
5	131	109	0	851	0	1,091
55	160	89	0	1,118	1	1,368
57	155	108	0	1,004	0	1,267
58	338	409	2	1,437	1	2,187
<b>Total Voter Count</b>	<b>784</b>	<b>715</b>	<b>2</b>	<b>4,410</b>	<b>2</b>	<b>5,913</b>

**B.O.C.C. Regular**

1. a.

**Meeting Date:** 03/24/2026

**Title:** White Buffalo Subdivision and SIA

**Submitted For:** Jeff Martin, Clerk And Recorder

**Submitted By:** Jeff Martin, Clerk And Recorder

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**TOPIC:**

Plat of White Buffalo Subdivision and the S.I.A.

**BACKGROUND:**

Reviewed.

**RECOMMENDED ACTION:**

Approve.

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**Attachments**

White Buffalo SIA

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# WHITE BUFFALO SUBDIVISION

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## WHITE BUFFALO SUBDIVISION

This agreement is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_, by and between Cody M. Anderson, whose address for the purpose of this agreement is **3220 White Buffalo Road, Huntley, Montana 59037**, hereinafter referred to as "Subdivider," and **YELLOWSTONE COUNTY, Montana**, hereinafter referred to as "County."

**WHEREAS**, a Subdivision Improvements Agreement is required by the County prior to the approval of the final plat.

**WHEREAS**, the provisions of this agreement shall be effective and applicable to *WHITE BUFFALO SUBDIVISION* upon the filing of the final plat thereof in the office of the Clerk and Recorder of Yellowstone County, Montana. The Subdivision shall comply with all requirements of the Yellowstone County Subdivision Regulations, the rules, regulations, policies, and resolutions of Yellowstone County, and the laws and administrative rules of the State of Montana.

**THEREFORE, THE PARTIES TO THIS AGREEMENT**, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, do hereby agree as follows:

### **I. VARIANCES**

Subdivider requests no variances.

### **II. CONDITIONS THAT RUN WITH THE LAND**

- A. Lot owners should be aware that this subdivision is being built in close proximity to prime deer and antelope habitat, and it is likely that homeowners will experience problems with damage to landscaped shrubs, flowers, and gardens. The Montana Fish, Wildlife, and Parks Department does not provide damage assistance unless there is damage to commercial crops and/or a threat to public health and safety.
- B. Lot owners should be aware that soil characteristics within the area of this subdivision, as described in the 1972 Yellowstone County Soil Survey, indicate that there could be potential limitations for proposed construction on the lots, which may require a geotechnical survey prior to construction.
- C. No water rights have been transferred to the lot owners. Irrigation ditches that exist on the perimeter of this development are for the benefit of other properties. Perimeter ditches and drains shall remain in place and shall not be altered by the Subdivider or subsequent owners.
- D. There is attached hereto a Waiver waiving the right to protest the creation of the special improvement district or districts which by this reference is expressly incorporated herein and made as much a part hereof as though fully and completely set forth herein at this point. The Waiver will be filed with the plat, shall run with the land, and shall constitute the guarantee by the Subdivider and property owner, or owners of the developments described herein. Said Waiver is effective upon filing and is not conditioned on the completion of the conditions set forth in this Agreement. The Subdivider and owner specifically agree that they are waiving valuable rights and do so voluntarily.

- E. Culverts and associated drainage swales shall not be filled in or altered by the subdivider or subsequent lot owners.
- F. When required by road improvements, all fences and irrigation ditches in the public right-of-way adjacent to this subdivision shall be removed or relocated outside of the public right-of-way and any relocation outside of the public right-of-way shall be subject to securing and recording easements.
- G. Future maintenance of all public (or common) improvements shall be done through one (1) or more RSID(s) of which a waiver of right to protest is included with this SIA.
- H. Lot owners or their agent will obtain an Access Permit from County Public Works prior to any construction on any lot within the subdivision requiring an access that does not exist prior to the time of this subdivision. The application will include a site plan showing the desired location of the access and show that it meets the requirements outlined by the DEQ storm water requirements for the subdivision. Failure to do so will result in the lot owner or their agent removing what has been installed and locating the access in an approved location at the lot owners' expense.

### **III. TRANSPORTATION**

The subdivider agrees to guarantee all improvements for a period of one (1) year from the date of final acceptance by Yellowstone County.

#### **A. Streets**

No roads or streets will be required for the Subdivision. Access to the lots are provided by White Buffalo Road that has a 60 foot right-of-way.

#### **B. Traffic Control Devices**

Street name and stop signs for streets within the subdivision, or located immediately adjacent thereto, shall be furnished and installed in accordance with the specifications of the Yellowstone County Public Works Departments.

#### **C. Access**

Primary access to the subdivision will be from White Buffalo Road.

#### **D. Billings Area Bikeways and Trail Master Plan (BABTMP)**

There is no proposed trail identified near this subdivision. The applicant is not responsible for any additional road development for bike lanes.

### **IV. EMERGENCY SERVICE**

The property is located within the Huntley Fire Service Area. A 30,000-gallon water storage tank/dry hydrant will not be required for White Buffalo Subdivision.

## **V. STORM DRAINAGE**

All drainage improvements shall comply with the provisions of the Section 4.7, Yellowstone County Subdivision Regulations, and a stormwater management plan shall be submitted to and approved by the Montana Department of Environmental Quality (MDEQ), or its designee.

Stormwater is collected onsite using a combination of swales, culverts, and the natural slope of the land and delivered to onsite storm detention facilities as shown in the approved sanitation permits for the property.

## **VI. UTILITIES**

### **A. Water**

Public water service is not available in the subdivision at this time. In accordance with Section 4.4.E. Yellowstone County Subdivision Regulations, all proposed water systems must obtain approval by MDEQ, or its designee.

Each property is served by existing cisterns. Individual cisterns were permitted through Riverstone Health under permit numbers 8608 and 16806. The maintenance and operation of the individual systems will be facilitated by the individual lot owner.

### **B. Septic System**

Municipal public sewer service is not available in the subdivision at this time. In accordance with Section 4.4.E. Yellowstone County Subdivision Regulations, all proposed sanitary sewer systems must obtain approval by MDEQ, or its designee.

Each property is served by existing drainfields. Individual drainfields were permitted through Riverstone Health under permit numbers 8608 and 16806. The maintenance and operation of the individual systems will be facilitated by the individual lot owner.

### **C. Power, Telephone, Gas, and Cable Television**

The private utilities shall be installed within the provided easements. A 10-foot-wide utility easement has been shown on the plat adjacent to White Buffalo Road within the subdivision.

## **VII. PARKS/OPEN SPACE**

Parkland dedication is not required for this subdivision.

## **VIII. IRRIGATION**

No internal irrigation facilities border the subdivision. There are no water shares to be transferred to the lot owners.

## **IX. WEED MANAGEMENT**

All noxious weeds on the latest Yellowstone County Noxious Weed List shall be controlled on all properties in the subdivision.

- A. A Weed Management Plan must be filed and updated as needed for approval by the Yellowstone County Weed Department. Said weed management plan shall contain the noxious weeds being addressed and the plan for the control of those weeds. All associated cost for noxious weed control is the responsibility of the owner of record.
- B. A revegetation plan shall be submitted as part of the management plan. A seeding recommendation can be obtained from the Yellowstone County Weed Department pursuant to Section 7-22-2152, MCA. The Yellowstone County Weed Department reserves the right to revise these recommendations based on the required site inspection.

## **X. SOILS/GEOTECHNICAL STUDY**

Lot owners should be aware that soil characteristics within the area of this subdivision, as described in 1972 Yellowstone County Soil Survey, indicate that there could be potential limitations for proposed construction on the lots, which may require a geotechnical survey prior to construction.

## **XI. FINANCIAL GUARANTEES**

Except as otherwise provided, Subdivider shall install and construct said required improvements by private contracts secured by bonds, irrevocable letters of credit, sequential development, or any other method that may be acceptable to the Planning Board and Board of County Commissioners. All engineering and legal work in connection with such improvements shall be paid by the contracting parties pursuant to said special improvement district or private contract, and the improvements shall be designed by and constructed under the supervision of a professional engineer competent in civil engineering, licensed in the state of Montana. Upon completion of the improvements, the consulting Engineer shall file with the Public Works Department, a statement certifying that the improvements have been completed in accordance with approved, seal stamped, record drawings, along with all required post-construction certification per Section 4.6.C. of the Yellowstone County Subdivision Regulations.

## **XII. LEGAL PROVISIONS**

- A. Subdivider agrees to guarantee all public improvements for a period of one year from the date of final acceptance by Yellowstone County.

- B. The owners of the properties involved in this proposed Subdivision by signature subscribed herein below agree, consent, and shall be bound by the provisions of this Agreement.
- C. The covenants, agreements, and all statements in this Agreement apply to and shall be binding on the heirs, personal representatives, successors and assigns of the respective parties.
- D. In the event it becomes necessary for either party to this Agreement to retain an attorney to enforce any of the terms or conditions of this Agreement or to give any notice required herein, then the prevailing party or the party giving notice shall be entitled to reasonable attorney fees and costs.
- E. Any amendments or modifications of this Agreement or any provisions herein shall be made in writing and executed in the same manner as this original document and shall after execution become a part of this Agreement.
- F. Subdivider shall comply with all applicable federal, state, and local statutes, ordinances, and administrative regulations during the performance and discharge of its obligations. Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.
- G. Subdivider agrees to create any required (or expansion of existing) RSID(s) for future maintenance of all public (or common) constructed improvements prior to final plat approval.

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

“SUBDIVIDER”

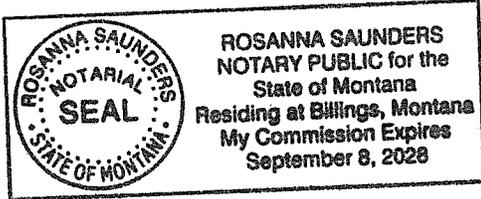
Cody M. Anderson

By: Cody M Anderson

Its: DWMAR

STATE OF MONTANA )  
 : SS  
County of Yellowstone )

On this 20<sup>th</sup> day of February, 2016, before me, a Notary Public in and for the State of Montana, personally appeared Cody Anderson, known to me to be the owner, who executed the foregoing instrument and acknowledged to me that he/she executed the same.



Rosanna Saunders  
Notary Public in and for the State of Montana  
Printed Name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

This agreement is hereby approved and accepted by Yellowstone County, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

“COUNTY”  
COUNTY OF YELLOWSTONE MONTANA

County of Yellowstone  
Board of County Commissioners

By: \_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_  
County Clerk and Recorder

STATE OF MONTANA            )  
  : ss  
County of Yellowstone        )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_, and \_\_\_\_\_, known to me to be the Board of County Commissioners and the County Clerk and Recorder, respectively, of Yellowstone County, Montana, whose names are subscribed to the foregoing instrument in such capacity and acknowledged to me that they executed the same on behalf of Yellowstone County, Montana.

\_\_\_\_\_  
Notary Public in and for the State of Montana  
Printed Name: \_\_\_\_\_  
Residing at: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

# Waiver of Right to Protest

FOR VALUABLE CONSIDERATION, the undersigned, being the Subdivider and all of the owners of the hereinafter described real property, do hereby waive the right to protest the formation of one or more Rural Special Improvement Districts (RSID's), for a period of no more than twenty years from the recording of this waiver, which Yellowstone County may require.

This Waiver and Agreement is independent from all other agreements and is supported by sufficient independent consideration to which the undersigned are parties, and shall run with the land and shall be binding upon the undersigned, their successors and assigns, and the same shall be recorded in the office of the County Clerk and Recorder of Yellowstone County, Montana.

The real property hereinabove mentioned is more particularly described as follows:

WHITE BUFFALO SUBDIVISION

Signed and dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

*Cody M. Anderson*

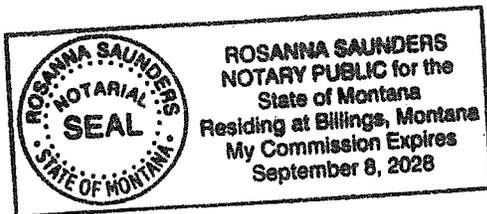
By: *Cody M. A.*

Its: *Owner*

STATE OF MONTANA        )  
  : ss  
County of Yellowstone    )

On this 20<sup>th</sup> day of February, 2020, before me, a Notary Public in and for the State of Montana, personally appeared Cody Anderson, known to me to be the owner, the person who executed the forgoing instrument and acknowledged to me that he/she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year hereinabove written.



*Rosanna Saunders*  
Notary Public in and for the State of Montana  
Printed name: \_\_\_\_\_  
Residing in: \_\_\_\_\_  
My commission expires: \_\_\_\_\_

**B.O.C.C. Regular**

1. b.

**Meeting Date:** 03/24/2026

**Title:** Amended SIA Platinum Commercial

**Submitted For:** Jeff Martin, Clerk And Recorder

**Submitted By:** Jeff Martin, Clerk And Recorder

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**TOPIC:**

Amended S.I.A. for Platinum Commercial Park Subdivision

**BACKGROUND:**

Related to Utility Lot 7, disposal of storm water retention responsibility.

**RECOMMENDED ACTION:**

Execute.

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**Attachments**

AMD SIA Platinum Comm

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**AMENDED**  
**SUBDIVISION IMPROVEMENTS AGREEMENT**  
**Platinum Commercial Park Subdivision**  
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**(Yellowstone County)**

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**AMENDED**

**SUBDIVISION IMPROVEMENTS AGREEMENT**

**Platinum Commercial Park Subdivision**

**This agreement** is made and entered this 19<sup>th</sup> day of March, 2026, by and between *Cougar Investments, LLC, a Montana limited liability company*, whose address for the purpose of this agreement **PO Box 81153, Billings, MT 59108**, hereinafter referred to as “Subdivider,” and YELLOWSTONE COUNTY, Montana, hereinafter referred to as “County.”

**WITNESSETH:**

**WHEREAS**, the plat of *Platinum Commercial Park Subdivision*, located in Yellowstone County, Montana, was submitted to the Yellowstone County Board of Planning; and

**WHEREAS**, at a regular meeting conducted on 28th day of January, 2025, the Board of Planning recommended conditional approval of a preliminary plat of *Platinum Commercial Park Subdivision*; and

**WHEREAS**, at a regular meeting conducted on 18th day of February, 2025, the Yellowstone County Board of County Commissioners conditionally approved a preliminary plat of *Platinum Commercial Park Subdivision*; and

**WHEREAS**, the original Subdivision Improvements Agreement for Platinum Commercial Park Subdivision was filed in the offices of the Yellowstone County Clerk and Recorder on October 22<sup>nd</sup>, 2025 under Document Number 4117761; and

**WHEREAS**, this Amended Subdivision Improvement Agreement supplants the original Subdivision Improvements Agreement (Doc. No. 4117761), and is being filed to revise Section VI, B.

**WHEREAS**, the provisions of this agreement shall be effective and applicable to *Platinum Commercial Park Subdivision* upon the filing of the final plat thereof in the office of the Clerk and Recorder of Yellowstone County, Montana. The Subdivision shall comply with all requirements of the Yellowstone County Subdivision Regulations, the rules, regulations, policies, and resolutions of Yellowstone County, and the laws and administrative rules of the State of Montana.

**THEREFORE, THE PARTIES TO THIS AGREEMENT**, for and in consideration of the mutual promises herein contained and for other good and valuable consideration, do hereby agree as follows:

**I. VARIANCES**

Subdivider has requested, and the County hereby grants, the following variances by the Board of County Commissioners from the strict interpretation of the County’s Subdivision Regulations (Chapter 11, Yellowstone County Subdivision Regulations):

1. Variance from the Yellowstone County Subdivision Regulations, Section 4.6 Streets and Roads, B, 1 is requested to allow for a single connection to the adjacent undeveloped property north of Platinum Commercial Park Subdivision, rather than multiple connections spaced no more than 600 feet apart.
  - a. This variance is sought as Platinum Commercial Park Subdivision is proposed as a commercial and industrial use development with large lots, whose traffic characteristics may vary significantly from future development plans to the north which would intermingle residential and commercial/industrial traffic and vehicles compromising the potential safety of motorists and residents. In addition, the proposed single connection to the adjacent property to the north provides interconnectedness between Platinum Commercial Park Subdivision and the adjacent property to limit the need to enter Danford Road or South 72<sup>nd</sup> Street West to access the future undeveloped parcel as is intended by this Subdivision Regulation. Based on the desired lot sizes and configuration of Platinum Commercial Park Subdivision, meeting the connection per 600' would also necessitate unduly splitting lots further (minimum lot width along the northern line is ~350' with a maximum lot width of 518') to comply with this requirement when large lots are desired and proposed.
2. Variance from the Yellowstone County Subdivision Regulations, Section 4.6 Streets and Roads, B, 2 is requested to allow for no connection to be made to the existing 68<sup>th</sup> Street West.
  - a. This variance is sought as the existing land use of properties on the east side of 68<sup>th</sup> Street West include single family residences whose "land use is incompatible with the proposed subdivision" being a commercial/industrial development. This is a condition of waiving this requirement per the referenced section of the Subdivision Regulations.
  - b. Additionally, the portion of 68<sup>th</sup> Street West that would be able to be tied into is a roadway tract created with Certificate of Survey No. 1133 (Document Number 845884). This roadway tract does not appear to have been formally accepted as right-of-way by Yellowstone County.

## **II. CONDITIONS THAT RUN WITH THE LAND**

- A.** Lot owners should be aware that this subdivision is being built in close proximity to prime deer and antelope habitat and it is likely that homeowners will experience problems with damage to landscaped shrubs, flowers, and gardens. The Montana Fish, Wildlife, and Parks Department does not provide damage assistance unless there is damage to commercial crops and/or a threat to public health and safety.
- B.** Lot owners should be aware that soil characteristics within the area of this subdivision, as described in the 1972 Yellowstone County Soil Survey, indicate that there could be potential limitations for proposed construction on the lots, which may require a geotechnical survey prior to construction.

- C. There is attached hereto a Waiver waiving the right to protest the creation of the special improvement district or districts which by this reference is expressly incorporated herein and made as much a part hereof as though fully and completely set forth herein at this point. The Waiver will be filed with the plat, shall run with the land, and shall constitute the guarantee by the Subdivider and property owner or owners of the developments described herein. Said Waiver is effective upon filing and is not conditioned by the completion of the conditions set forth in the Agreement. The Subdivider and owner specifically agree that they are waiving valuable rights and do so voluntarily.
- D. Culverts and associated drainage swales shall not be filled in or altered by the Subdivider or subsequent lot owners.
- E. When required by road improvements, all fences and irrigation ditches in the public right-of-way adjacent to this subdivision shall be removed or relocated outside of the public right-of-way and any relocation outside of the public right-of-way shall be subject to securing and recording easements.
- F. Future maintenance of all public improvements shall be done through one (1) or more RSID(s) created as part of the SIA for this subdivision.
- G. Individual lot owners should be aware that Best Management Practices for stormwater control shall be required for new construction on lots. Best Management Practices are detailed within the MDEQ Montana Post-Construction Storm Water BMP Design Guidance Manual and the MDEQ Storm Water Management During Construction Field Guide for Best Management Practices.
- H. No water rights have been transferred to the lot owners. Irrigation ditches that exist on the perimeter of this development are for the benefit of other properties. Perimeter ditches and drains shall remain in place and shall not be altered by the Subdivider or subsequent owners without permission of said adjacent properties.

### **III. TRANSPORTATION**

#### **A. Access**

Access to the Subdivision shall be from proposed approaches on Danford Road and South 72<sup>nd</sup> Street West as approved by the Yellowstone County Public Works Department. Danford Road and South 72<sup>nd</sup> Street West are both Yellowstone County roadways within 60-foot wide and 120-foot wide road easements, respectively, that will be perpetuated with this Subdivision. An RSID will be formed for ongoing maintenance, repair, and replacement of internal roadways of the subdivision, including Resource Way (74' right-of-way and 34' wide asphalt road) and Palladium Way (60' right-of-way and 24' asphalt road). Public right-of-way for each roadway will be dedicated with the platting of the subdivision.

## **B. Traffic Control**

Traffic control for the proposed roadway approaches to the Subdivision will be implemented as recommended within the Traffic Impact Study (TIS) for the Subdivision. Said TIS shall be prepared and paid for by the Subdivider.

## **IV. EMERGENCY SERVICE**

The Subdivision is located within the Billings Urban Fire Service Area, and as such the City of Billings Fire Department currently provides fire protection services for the subdivision.

At a minimum, the following is required:

- An unobstructed gravel road or gravel road base must be within 150 feet of the furthest portion of a building under construction as measured along the approved route.
- Being a major subdivision and planned commercial use, a 30,000-gallon dry hydrant fire tank is required for the subdivision and will be constructed as part of the Subdivision public improvements. An RSID will be formed for ongoing maintenance, repair, and replacement of said dry hydrant fire tank.

## **V. STORM DRAINAGE**

All drainage improvements shall comply with the provisions of the Section 4.7, Yellowstone County Subdivision Regulations, and a stormwater management plan shall be submitted to and approved by the Montana Department of Environmental Quality (MDEQ), or its designee.

## **VI. UTILITIES**

### **A. Water**

In accordance with Section 4.9 of the Yellowstone County Subdivision Regulations, all proposed water systems must obtain Approval by Montana Department of Environmental Quality, or its designee.

Municipal public water service is not available in the subdivision at this time. The subdivision will be served by individual wells or alternative water source as approved by the Montana Department of Environmental Quality, or its designee.

Individual lot water supply is the responsibility of the lot owner at the time of development.

## **B. Septic System**

In accordance with Section 4.8 of the Yellowstone County Subdivision Regulations, all sanitary sewer systems must obtain approval by the Montana Department of Environmental Quality, or its designee.

Municipal public sanitary sewer service is not available in the subdivision at this time. The subdivision will be served by wastewater disposal systems as submitted to and approved by Montana Department of Environmental Quality. These systems shall be located and installed as shown on the site layout approved by Montana Department of Environmental Quality, or its designee.

The Subdivision is served by a community wastewater treatment system located on Utility Lot 7, Block 3, which is a private system constructed by the Developer. Continued maintenance, repair, operation, and replacement of the system is to be paid for and the responsibility of the Owner's Association for the Subdivision.

## **C. Power, Telephone, Gas, and Cable Television**

Power, natural gas, telephone, and cable services will be extended into the subdivision through utility easements along each lot's frontage along Resource Way and Palladium Way at the time of construction of subdivision roadways.

## **VII. PARKS/OPEN SPACE**

Section 76-3-621 (3) (a-e) of the Montana Code Annotated (MCA) provides for when park land dedication may not be required. As the Subdivision is proposed as a Commercial/Industrial use subdivision (all non-residential), the Yellowstone County Subdivision Regulations Section 10.8 and said MCA does not require parkland dedication. While the Utility Lot 7, Block 3 is not considered parkland per the Yellowstone County Subdivision regulations, this ~3.612 acre piece of land will provide for open space within the Subdivision.

## **VIII. IRRIGATION**

Subdivider agrees there will be no irrigation water, outside that reviewed and appropriated by DNRC in approval of the Subdivision, available to this Subdivision. No irrigation water shares shall be transferred to individual lot owners.

## **IX. WEED MANAGEMENT**

All noxious weeds on the latest Yellowstone County Noxious Weed List shall be controlled on all properties in the subdivision.

- A Weed Management Plan must be filed and updated as needed for approval by the Yellowstone County Weed Department. Said weed management plan shall contain the noxious weeds being addressed and the plan for the control of those weeds. All associated cost for noxious weed control is the responsibility of the owner of record.

- A revegetation plan shall be submitted as part of the management plan. A seeding recommendation can be obtained from the Yellowstone County Weed Department pursuant to Section 7-22-2152, MCA. The Yellowstone County Weed Department reserves the right to revise these recommendations based on the required site inspection.

**X. SOILS/GEOTECHNICAL STUDY**

A geotechnical study is not required by the Yellowstone County Subdivision Regulations as part of this plat. Lot owners should be aware that soil characteristics within the area of this subdivision, as described in the 1972 Yellowstone County Soil Survey, indicate that there could be potential limitation for proposed construction on the lots, which may require a geotechnical survey prior to construction.

**XI. PHASING OF IMPROVEMENTS**

There are no intended phasing improvements.

**XII. FINANCIAL GUARANTEES**

Except as otherwise provided, Subdivider shall install and construct said required improvements by private contracts secured by bonds, irrevocable letters of credit, sequential development, or any other method that may be acceptable to the Planning Board and Board of County Commissioners. All engineering and legal work in connection with such improvements shall be paid by the contracting parties pursuant to said private contract, and the improvements shall be designed by and constructed under the supervision of a professional engineer competent in civil engineering, licensed in the state of Montana. Upon completion of the improvements, the consulting Engineer shall file with the Public Works Department, a statement certifying that the improvements have been completed in accordance with approved, seal stamped, record drawings, along with all required post-construction certification per Section 4.6.C. of the Yellowstone County Subdivision Regulations..

**XIII. LEGAL PROVISIONS**

- A. Subdivider agrees to guarantee all public improvements for a period of one year from the date of final acceptance by Yellowstone County.
- B. The owners of the properties involved in this proposed Subdivision by signature subscribed herein below agree, consent, and shall be bound by the provisions of this Agreement.
- C. The covenants, agreements, and all statements in this Agreement apply to and shall be binding on the heirs, personal representatives, successors and assigns of the respective parties.
- D. In the event it becomes necessary for either party to this Agreement to retain an attorney to enforce any of the terms or conditions of this Agreement or to give any notice

required herein, then the prevailing party or the party giving notice shall be entitled to reasonable attorney fees and costs.

- E.** Any amendments or modifications of this Agreement or any provisions herein shall be made in writing and executed in the same manner as this original document and shall after execution become a part of this Agreement.
- F.** Subdivider shall comply with all applicable federal, state, and local statutes, ordinances, and administrative regulations during the performance and discharge of its obligations. Subdivider acknowledges and agrees that nothing contained herein shall relieve or exempt it from such compliance.
- G.** Subdivider agrees to create any required (or expansion of existing) RSID(s) for future maintenance of all public constructed improvements prior to final plat approval.

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals on the date first above written.

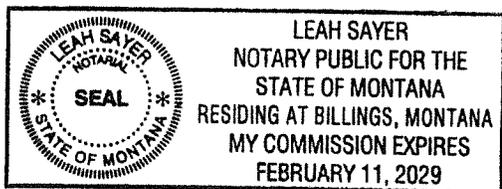
“SUBDIVIDER”

Cougar Investments, LLC, a Montana limited liability company

By: [Signature]  
Its: Member

STATE OF MONTANA )  
: ss  
County of Yellowstone )

On this 19<sup>th</sup> day of March, 2026, before me, a Notary Public in and for the State of Montana, personally appeared Erin M. Kirschenmann, as Member of *Cougar Investments, LLC, a Montana limited liability company*, known to me to be the person who executed the foregoing instrument and acknowledged to me that he/she executed the same.



[Signature]  
Notary Public in and for the State of Montana  
Printed Name: Leah Sayer  
Residing at: Billings, MT  
My commission expires: Feb, 11, 2029

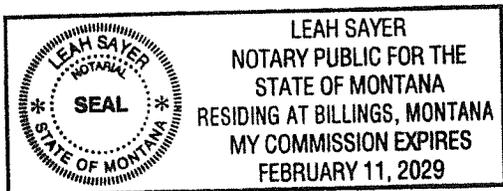
Lot 1, Block 1, Owner

Q&K Properties, LLC, a Montana Limited Liability company

By: [Signature]  
Its: Member

STATE OF MONTANA )  
: ss  
County of Yellowstone )

On this 19<sup>th</sup> day of March, 2026, before me, a Notary Public in and for the State of Montana, personally appeared Erin M. Kirschenmann, as Member of *Q&K Properties, LLC, a Montana limited liability company*, known to me to be the person who executed the foregoing instrument and acknowledged to me that he/she executed the same.



[Signature]  
Notary Public in and for the State of Montana  
Printed Name: Leah Sayer  
Residing at: Billings, MT  
My commission expires: Feb 11, 2029

Lot 3, Block 1, Owner

JH Squared Properties, LLC, a Montana Limited Liability company

By: [Signature]

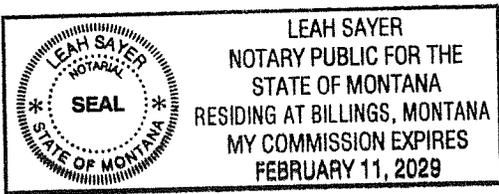
Its: Member

STATE OF MONTANA )  
: SS  
County of Yellowstone )

On this 19<sup>th</sup> day of March, 2020, before me, a Notary Public in and for the State of Montana, personally appeared Jereme Hehn, as Member of JH Squared Properties, LLC, a Montana limited liability company, known to me to be the person who executed the foregoing instrument and acknowledged to me that he/she executed the same.

[Signature]

Notary Public in and for the State of Montana  
Printed Name: Leah Sayer  
Residing at: Billings, MT  
My commission expires: Feb. 11, 2029



Utility Lot 7, Block 3, Owner

Platinum Commercial Owners Association

By: [Signature]

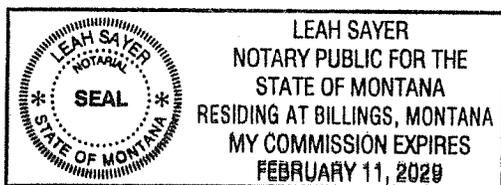
Its: Registered Agent

STATE OF MONTANA )  
: SS  
County of Yellowstone )

On this 19<sup>th</sup> day of March, 2026, before me, a Notary Public in and for the State of Montana, personally appeared Erin M. Kirschenmann, as Registered Agent of Platinum Commercial Owners Association, known to me to be the person who executed the foregoing instrument and acknowledged to me that he/she executed the same.

[Signature]

Notary Public in and for the State of Montana  
Printed Name: Leah Sayer  
Residing at: Billings, MT  
My commission expires: Feb. 11, 2029





# Waiver of Right to Protest

FOR VALUABLE CONSIDERATION, the undersigned, being the Subdivider and all of the owners of the hereinafter described real property, do hereby waive the right to protest the formation of one or more Rural Special Improvement Districts (RSID's), for a period of no more than twenty years from the recording of this waiver, which Yellowstone County may require.

This Waiver and Agreement is independent from all the other agreements and is supported by sufficient independent consideration to which the undersigned are parties, and shall run with the land and shall be binding upon the undersigned, their successors and assigns, and the same shall be recorded in the office of the County Clerk and Recorder of Yellowstone County, Montana.

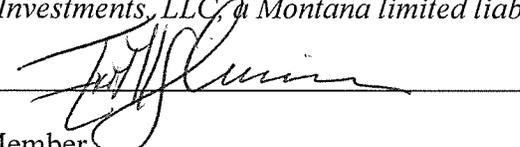
The real property hereinabove mentioned is more particularly describe as follows:

Platinum Commercial Park Subdivision

Signed and dated this 19 day of March, 2026

“SUBDIVIDER”

*Cougar Investments, LLC, a Montana limited liability company*

By: 

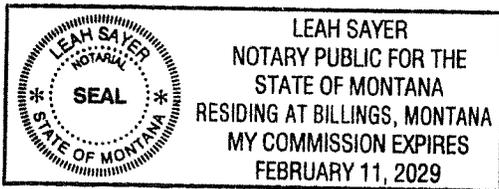
Its: Member

STATE OF MONTANA     )  
                                      : ss  
County of Yellowstone    )

On this 19<sup>th</sup> day of March, 2026, before me, a Notary Public in and for the State of Montana, personally appeared Erin M. Kirschenmann, as Member of *Cougar Investments, LLC, a Montana limited liability company*, known to me to be the person who executed the foregoing instrument and acknowledged to me that he/she executed the same.



Notary Public in and for the State of Montana  
Printed Name: Leah Sayer  
Residing at: Billings, MT  
My commission expires: Feb 11, 2029



Lot 1, Block 1, Owner

Q&K Properties, LLC, a Montana Limited Liability company

By: [Signature]

Its: Member

STATE OF MONTANA )  
: ss  
County of Yellowstone )

On this 19<sup>th</sup> day of March, 2026, before me, a Notary Public in and for the State of Montana, personally appeared Erin M. Kirschenmann, as Member of Q&K Properties, LLC, a Montana limited liability company, known to me to be the person who executed the foregoing instrument and acknowledged to me that he/she executed the same.

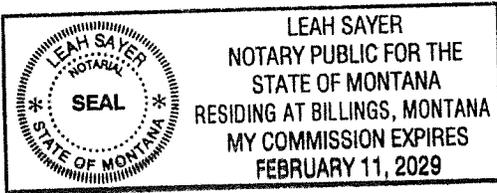
[Signature]

Notary Public in and for the State of Montana

Printed Name: Leah Sayer

Residing at: Billings, MT

My commission expires: Feb 11, 2029



Lot 3, Block 1, Owner

JH Squared Properties, LLC, a Montana Limited Liability company

By: [Signature]

Its: Member

STATE OF MONTANA )  
: ss  
County of Yellowstone )

On this 19<sup>th</sup> day of March, 2026, before me, a Notary Public in and for the State of Montana, personally appeared Jereme Hehn, as Member of JH Squared Properties, LLC, a Montana limited liability company, known to me to be the person who executed the foregoing instrument and acknowledged to me that he/she executed the same.

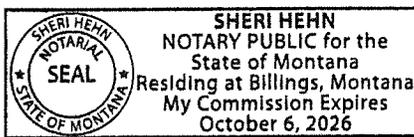
[Signature]

Notary Public in and for the State of Montana

Printed Name: Sheri Hehn

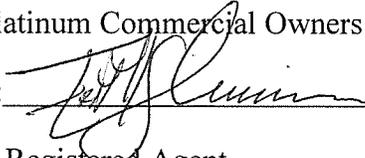
Residing at: Billings, MT

My commission expires: 10/6/2026



Utility Lot 7, Block 3, Owner

Platinum Commercial Owners Association

By: 

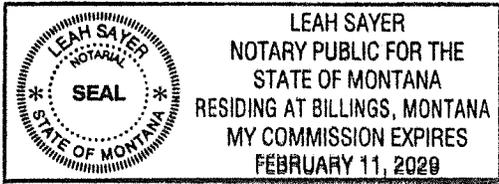
Its: Registered Agent

STATE OF MONTANA     )  
  : ss  
County of Yellowstone     )

On this 19<sup>th</sup> day of March, 2026, before me, a Notary Public in and for the State of Montana, personally appeared Erin M. Kirschenmann, as Registered Agent of *Platinum Commercial Owners Association*, known to me to be the person who executed the foregoing instrument and acknowledged to me that he/she executed the same.



Notary Public in and for the State of Montana  
Printed Name: Leah Sayer  
Residing at: Billings, MT  
My commission expires: Feb 11, 2029



**B.O.C.C. Regular**

**Meeting Date:** 03/24/2026

**Title:** Board Openings

**Submitted By:** Erika Guy

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**TOPIC:**

Board Openings - Updated List

**BACKGROUND:**

See Attached

**RECOMMENDED ACTION:**

Post

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**Attachments**

Board Openings

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# YELLOWSTONE COUNTY BOARD OPENINGS

March 24, 2026

CITY/COUNTY PLANNING: DIST 3	2 year	1 full to 12/31/26
CITY/COUNTY PLANNING: DIST 4	2 year	1 full to 12/31/26

- NOTE: To be eligible for the above special district boards, applicants must live AND own property within the boundaries of the district. To find which planning district you live in, please contact the City/County Planning Division at 247-8676.

BROADVIEW CEMETERY	3 year	1 full to 6/30/29
BLUE CREEK FIRE SERVICE AREA	3 year	2 full to 5/8/27
LAUREL FIRE DISTRICT #5	3 year	1 full to 5/1/28
LAUREL FIRE DISTRICT #7	3 year	1 full to 5/1/28

- NOTE: To be eligible for the above special district boards, applicants must live OR own property within the boundaries of the district.

CONSOLIDATED ZONING COMMISSION	2 year	1 full to 6/30/27 1 full to 6/30/28
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- NOTE: Eligible applicants for the above board must live outside the city limits of Billings but within 4-1/2 mile zoning boundary.

LOCKWOOD PEDESTRIAN SAFETY DISTRICT ADV.	3 year	1 partial to 12/31/27
AREA II AGENCY ON AGING	1 year	1 full to 6/30/27
YELLOWSTONE ART MUSEUM	3 year	1 full to 12/31/28

HISTORIC PRESERVATION BOARD	2 year	1 full to 12/31/27
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- NOTE: Eligible applicants for the above board must have professional expertise in history, planning, archaeology, architecture, or historic preservation-related disciplines.

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APPLICATIONS FOR THE ABOVE POSITIONS WILL BE ACCEPTED  
UNTIL 5:00PM ON THURSDAY, April 23, 2026

---

March 10, 2026

LOCKWOOD URBAN TRANSPORTATION DISTRICT	4 year	2 full to 5/2/28
FUEGO FIRE SERVICE AREA	3 year	1 full to 12/31/28

- NOTE: To be eligible for the above special district boards, applicants must live OR own property within the boundaries of the district.

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APPLICATIONS FOR THE ABOVE POSITIONS WILL BE ACCEPTED  
UNTIL 5:00PM ON THURSDAY, April 9, 2026

---

February 24, 2026

LOCKWOOD FIRE DISTRICT #8	3 year	1 full to 5/1/29
---------------------------	--------	------------------

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APPLICATIONS FOR THE ABOVE POSITIONS WILL BE ACCEPTED  
UNTIL 5:00PM ON THURSDAY, March 26, 2026

---

**B.O.C.C. Regular**

3. a.

**Meeting Date:** 03/24/2026

**Title:** Bonds for Lost Warrants

**Submitted By:** Anna Ullom, Senior Accountant

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**TOPIC:**

Bonds for Lost Warrants

**BACKGROUND:**

Bond for lost warrant forms have been returned signed and notarized for various checks that were either lost or stale dated.

**RECOMMENDED ACTION:**

Approve reissue.

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**Attachments**

Bonds for Lost Warrant

---

**BOND FOR LOST WARRANT**

On May 20, 2025 Yellowstone County issued a warrant numbered 536762 to VICTORY SUPPLY INC (Principal) in the amount of \$307.68. The warrant was drawn in payment of #INV113731 PO 601420. Principal now attests that the warrant has been lost or destroyed, and it has undertaken a diligent search but has been unable to recover the warrant. Moreover, Principal has not received payment on the claim. Therefore, Principal has requested that Yellowstone County issue a duplicate warrant in the same sum of \$307.68 to replace the lost or destroyed warrant.

WHEREFORE, Principal agrees to indemnify and hold harmless Yellowstone County and its officers from all loss, costs, or damages incurred as a result of issuing the duplicate warrant, should Yellowstone County issue a duplicate warrant, and agrees to release any and all claims that principal may have against Yellowstone County now or in the future as related to payment of the above stated claim. Principal also agrees to pay to any person entitled to receive payment under the original warrant, as the lawful holder of the original warrant, all monies received upon the duplicate warrant.

Further, Principal agrees to bind itself, its heirs, assigns, executors, administrators, successors and assigns, jointly and severally, for twice the amount of the original warrant as required by M.C.A. 7-7-2104 (2), which is \$ 615.36 and may be enforced in the event the Principal cashes both the original warrant and the replacement warrant. In addition, Principal agrees to pay reasonable attorney's fees, and to cover all losses, damages, and other costs incurred by Yellowstone County in enforcing its rights under this bond.

Lisa Kenny  
Principal Signature

PO Box 876285

Mailing Address for replacement check

Kansas City, MO 64187-6285

City, State Zip

State of Tennessee )

(seal/stamp)

County of Maury )

This instrument was acknowledged before me on this 12<sup>th</sup> day of March, 2026,

by Lisa Kenny of Victory Supply LLC

Angela Marie McKee  
Notary Signature



My Commission Expires /August 29, 2027

APPROVED:

\_\_\_\_\_  
Chair, Board of County Commissioners

\_\_\_\_\_  
Date

Replaced with warrant # \_\_\_\_\_, dated \_\_\_\_\_ (completed by County)

**BOND FOR LOST WARRANT**

On November 11, 2024 Yellowstone County issued a warrant numbered 866744 to KRINGEN, NICOLE (Principal) in the amount of \$718.73. The warrant was drawn in payment of PAYROLL FOR YOUTH SERVICES CENTER. Principal now attests that the warrant has been lost or destroyed, and it has undertaken a diligent search but has been unable to recover the warrant. Moreover, Principal has not received payment on the claim. Therefore, Principal has requested that Yellowstone County issue a duplicate warrant in the same sum of \$718.73 to replace the lost or destroyed warrant.

WHEREFORE, Principal agrees to indemnify and hold harmless Yellowstone County and its officers from all loss, costs, or damages incurred as a result of issuing the duplicate warrant, should Yellowstone County issue a duplicate warrant, and agrees to release any and all claims that principal may have against Yellowstone County now or in the future as related to payment of the above stated claim. Principal also agrees to pay to any person entitled to receive payment under the original warrant, as the lawful holder of the original warrant, all monies received upon the duplicate warrant.

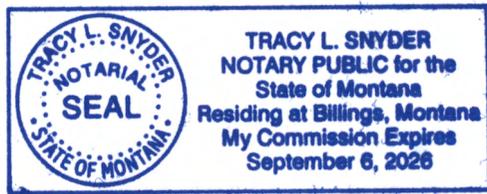
Further, Principal agrees to bind itself, its heirs, assigns, executors, administrators, successors and assigns, jointly and severally, for twice the amount of the original warrant as required by M.C.A. 7-7-2104 (2), which is \$ 1,437.46 and may be enforced in the event the Principal cashes both the original warrant and the replacement warrant. In addition, Principal agrees to pay reasonable attorney's fees, and to cover all losses, damages, and other costs incurred by Yellowstone County in enforcing its rights under this bond.

Nicole Kringsen  
Principal Signature

18 Twin Pines Ln  
Mailing Address for replacement check

Billings, MT 59106  
City, State Zip

State of MT )  
County of Yellowstone ) : (seal/stamp)



This instrument was acknowledged before me on this 16 day of March, 2026  
by Nicole Kringsen

Tracy L. Snyder (NOTARIAL SEAL/STAMP)  
Notary Signature

APPROVED:

\_\_\_\_\_  
Chair, Board of County Commissioners Date

Replaced with warrant # \_\_\_\_\_, dated \_\_\_\_\_ (completed by County)

**BOND FOR LOST WARRANT**

On April 22, 2025 Yellowstone County issued a warrant numbered 867819 to KRINGEN, NICOLE (Principal) in the amount of \$1,111.20. The warrant was drawn in payment of PAYROLL FOR YOUTH SERVICES CENTER. Principal now attests that the warrant has been lost or destroyed, and it has undertaken a diligent search but has been unable to recover the warrant. Moreover, Principal has not received payment on the claim. Therefore, Principal has requested that Yellowstone County issue a duplicate warrant in the same sum of \$1,111.20 to replace the lost or destroyed warrant.

WHEREFORE, Principal agrees to indemnify and hold harmless Yellowstone County and its officers from all loss, costs, or damages incurred as a result of issuing the duplicate warrant, should Yellowstone County issue a duplicate warrant, and agrees to release any and all claims that principal may have against Yellowstone County now or in the future as related to payment of the above stated claim. Principal also agrees to pay to any person entitled to receive payment under the original warrant, as the lawful holder of the original warrant, all monies received upon the duplicate warrant.

Further, Principal agrees to bind itself, its heirs, assigns, executors, administrators, successors and assigns, jointly and severally, for twice the amount of the original warrant as required by M.C.A. 7-7-2104 (2), which is \$ 2,222.40 and may be enforced in the event the Principal cashes both the original warrant and the replacement warrant. In addition, Principal agrees to pay reasonable attorney's fees, and to cover all losses, damages, and other costs incurred by Yellowstone County in enforcing its rights under this bond.

Nicole Kringen  
Principal Signature

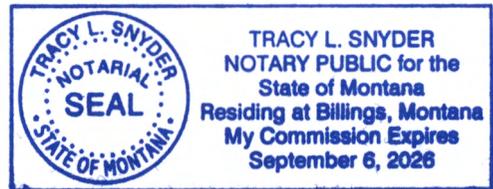
18 Twin Pines Ln.  
Mailing Address for replacement check

Billings MT 59106  
City, State Zip

State of MT )

: (seal/stamp)

County of Yellowstone )



This instrument was acknowledged before me on this 16 day of March, 2026.

by Nicole Kringen

Tracy L. Snyder  
Notary Signature

(NOTARIAL SEAL/STAMP)

APPROVED:

\_\_\_\_\_  
Chair, Board of County Commissioners

\_\_\_\_\_  
Date

Replaced with warrant # \_\_\_\_\_, dated \_\_\_\_\_ (completed by County)

## BOND FOR LOST WARRANT

On August 6, 2024 Yellowstone County issued a warrant numbered 529615 to HAVENPARK MANAGEMENT, LLC (Principal) in the amount of \$181.75. The warrant was drawn in payment of Tax Code #1003078 (PO: 593593). Principal now attests that the warrant has been lost or destroyed, and it has undertaken a diligent search but has been unable to recover the warrant. Moreover, Principal has not received payment on the claim. Therefore, Principal has requested that Yellowstone County issue a duplicate warrant in the same sum of \$181.75 to replace the lost or destroyed warrant.

WHEREFORE, Principal agrees to indemnify and hold harmless Yellowstone County and its officers from all loss, costs, or damages incurred as a result of issuing the duplicate warrant, should Yellowstone County issue a duplicate warrant, and agrees to release any and all claims that principal may have against Yellowstone County now or in the future as related to payment of the above stated claim. Principal also agrees to pay to any person entitled to receive payment under the original warrant, as the lawful holder of the original warrant, all monies received upon the duplicate warrant.

Further, Principal agrees to bind itself, its heirs, assigns, executors, administrators, successors and assigns, jointly and severally, for twice the amount of the original warrant as required by M.C.A. 7-7-2104 (2), which is \$ 363.50 and may be enforced in the event the Principal cashes both the original warrant and the replacement warrant. In addition, Principal agrees to pay reasonable attorney's fees, and to cover all losses, damages, and other costs incurred by Yellowstone County in enforcing its rights under this bond.



Principal Signature

51 west Center Street Ste 600

Mailing Address for replacement check

Orem, Utah 84057

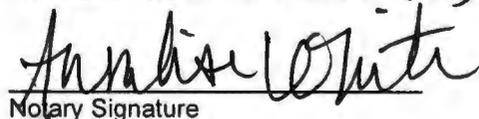
City, State Zip

State of Utah )

County of Utah ) : (seal/stamp)

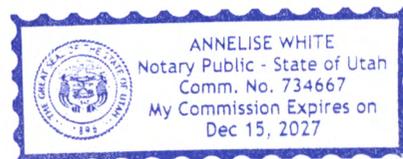
This instrument was acknowledged before me on this 11 day of March, 2026

by Jason Antares



Notary Signature

(NOTARIAL SEAL/STAMP)



APPROVED:

\_\_\_\_\_  
Chair, Board of County Commissioners

\_\_\_\_\_  
Date

Replaced with warrant # \_\_\_\_\_, dated \_\_\_\_\_ (completed by County)

**BOND FOR LOST WARRANT**

On March 21, 2025 Yellowstone County issued a warrant numbered 867552 to HEPPLER, MARK (Principal) in the amount of \$887.84. The warrant was drawn in payment of PAYROLL FOR METRA CONCESSIONS. Principal now attests that the warrant has been lost or destroyed, and it has undertaken a diligent search but has been unable to recover the warrant. Moreover, Principal has not received payment on the claim. Therefore, Principal has requested that Yellowstone County issue a duplicate warrant in the same sum of \$887.84 to replace the lost or destroyed warrant.

WHEREFORE, Principal agrees to indemnify and hold harmless Yellowstone County and its officers from all loss, costs, or damages incurred as a result of issuing the duplicate warrant, should Yellowstone County issue a duplicate warrant, and agrees to release any and all claims that principal may have against Yellowstone County now or in the future as related to payment of the above stated claim. Principal also agrees to pay to any person entitled to receive payment under the original warrant, as the lawful holder of the original warrant, all monies received upon the duplicate warrant.

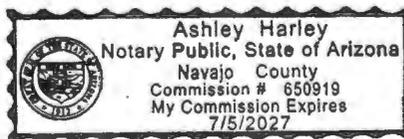
Further, Principal agrees to bind itself, its heirs, assigns, executors, administrators, successors and assigns, jointly and severally, for twice the amount of the original warrant as required by M.C.A. 7-7-2104 (2), which is \$ 1,775.68 and may be enforced in the event the Principal cashes both the original warrant and the replacement warrant. In addition, Principal agrees to pay reasonable attorney's fees, and to cover all losses, damages, and other costs incurred by Yellowstone County in enforcing its rights under this bond.

*Mark Heppler*  
Principal Signature

1256 Patriot St.  
Mailing Address for replacement check

Billings, MT. 59106  
City, State Zip

State of Arizona )  
County of Navajo ) : (seal/stamp)



This instrument was acknowledged before me on this 11 day of March, 2026.

by Ashley Harley

*Ashley Harley*  
Notary Signature

(NOTARIAL SEAL/STAMP)

APPROVED:

\_\_\_\_\_  
Chair, Board of County Commissioners Date

Replaced with warrant # \_\_\_\_\_, dated \_\_\_\_\_ (completed by County)

## BOND FOR LOST WARRANT

On March 27, 2025 Yellowstone County issued a warrant numbered 930859 to JOHNSON, JEFFREY (Principal) in the amount of \$237.44. The warrant was drawn in payment of JURY DUTY PAYMENT. Principal now attests that the warrant has been lost or destroyed, and it has undertaken a diligent search but has been unable to recover the warrant. Moreover, Principal has not received payment on the claim. Therefore, Principal has requested that Yellowstone County issue a duplicate warrant in the same sum of \$237.44 to replace the lost or destroyed warrant.

WHEREFORE, Principal agrees to indemnify and hold harmless Yellowstone County and its officers from all loss, costs, or damages incurred as a result of issuing the duplicate warrant, should Yellowstone County issue a duplicate warrant, and agrees to release any and all claims that principal may have against Yellowstone County now or in the future as related to payment of the above stated claim. Principal also agrees to pay to any person entitled to receive payment under the original warrant, as the lawful holder of the original warrant, all monies received upon the duplicate warrant.

Further, Principal agrees to bind itself, its heirs, assigns, executors, administrators, successors and assigns, jointly and severally, for twice the amount of the original warrant as required by M.C.A. 7-7-2104 (2), which is \$ 474.88 and may be enforced in the event the Principal cashes both the original warrant and the replacement warrant. In addition, Principal agrees to pay reasonable attorney's fees, and to cover all losses, damages, and other costs incurred by Yellowstone County in enforcing its rights under this bond.

[Signature]  
Principal Signature

321 Ecton Circle  
Mailing Address for replacement check

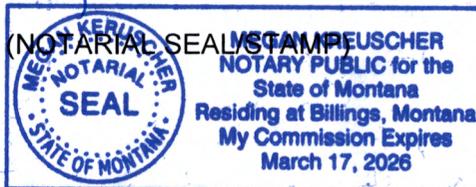
Billings, MT 59105  
City, State Zip

State of Montana )  
County of Yellowstone ) : (seal/stamp)

This instrument was acknowledged before me on this 11<sup>th</sup> day of March, 2026.

by Jeffrey Johnson (only)

[Signature]  
Notary Signature



APPROVED:

\_\_\_\_\_  
Chair, Board of County Commissioners

\_\_\_\_\_  
Date

Replaced with warrant # \_\_\_\_\_, dated \_\_\_\_\_ (completed by County)

**B.O.C.C. Regular**

3. b.

**Meeting Date:** 03/24/2026

**Title:** Change Order #3 - Bauer Construction - Metra Skybox Reno

**Submitted For:** Matt Kessler, Purchasing Agent

**Submitted By:** Matt Kessler, Purchasing Agent

---

**TOPIC:**

Change Order #3 - Bauer Construction - Metra Skybox Reno

**BACKGROUND:**

MetraPark is requesting Commissioners' approval for a change order with Bauer Construction for the Metra Skybox renovation. Flooring material was installed in one skybox suite to test the product's performance. The performance did not match what Metra staff expected. The decision was made to change to a different flooring material. This change adds \$6,622.00 to provide new flooring material that will better suit the needs of the high traffic space, demo of the suite that had original flooring installed, and returning original product to the manufacturer. This change brings the total contract value to \$200,304.20. There are sufficient project funds to cover this change in scope.

**RECOMMENDED ACTION:**

Approve and return a copy to Finance.

---

**Attachments**

Bauer CO#3 - Skybox Reno

---



3333 2nd Ave N. Suite 240  
 Billings, MT. 59101  
 406-781-1622  
[timw@bauermt.com](mailto:timw@bauermt.com)

**COR #03**

Date: 3/19/2026

Prepared By: Tim Williams

<b>Customer:</b> Yellowstone County <b>Contact:</b> Matt Kessler <b>Phone:</b> 406-256-2717 <b>Email:</b> mkessler@yellowstonecountymt.gov	<b>Job Name:</b> Metra SkyBox Refresh <b>Job Address:</b> 308 6th Ave N Billings, MT 59101
---	--

Change Order Request #3 Flooring Product Change			
Division #	Scope	Company	Total Amount
Division #9	Flooring	Pierce Flooring	\$ 6,020.00
		OH&P @ 10%	\$ 602.00
		<b>Total Amount</b>	<b>\$ 6,622.00</b>

**Division 09**

- Demo of installe flooring of Suite 6
- Install of new flooring Patcraft Timber Grove 11 5mm Color Shady Grove-V3
- Return original floor Patcraft Remove 1417V Neutral Mix to manufacture
- Order new flooring for entire project scope Patcraft Timber Grove 11 5mm Color Shady Grove-V3

**Exclusions/Notes**

- If approved, add this price to main contract amount.
- All other work not explicitly stated on this estimate is excluded.

**Price is Subject to Change Depending on Scope Changes**

<i>Tim Williams</i>	<i>Project Manager</i>	3/19/2026
General Contractor	Title	Date
Architect	Title	Date
Owner	Title	Date

**B.O.C.C. Regular**

**Meeting Date:** 03/24/2026

**Title:** TMS- MontanaFair Contract

**Submitted For:** Cody Reitz

**Submitted By:** Cody Reitz

---

**TOPIC:**

TMS MontanaFair Production Contract

**BACKGROUND:**

TMS provides the production/sound and lighting for our 3-night shows for MontanaFair.

**RECOMMENDED ACTION:**

Approval.

---

**Attachments**

TMS-MontanaFair Contract

---



p 402.592.5522  
w tmsomaha.com  
a 7510 Burlington St.  
Omaha, NE 68127

This CONTRACT entered into on this **14th** day of **January, 2026** by and between the party of the first part, hereafter called THEATRICAL MEDIA SERVICES, INC. and **MontanaFair – Billings, MT**, the party of the second part, hereafter called THE BUYER.

THEATRICAL MEDIA SERVICES, INC. does hereby agree to furnish to THE BUYER at MetraPark / First Interstate Arena Billings, MI for a period of 4 day(s) beginning on \*\* and continuing until \*\* the following services:

**Lighting & Audio Services per: MontanaFair**

- \*\*August 7-9, 2026 - Load In:** August 6, 2026; **Shows:** August 7, 8 & 9, 2026; **Load Out:** August 9, 2026 - **\$47,535.00**
- \*\*August 13-15, 2027 - Load In:** August 12, 2027; **Shows:** August 13, 14 & 15, 2027; **Load Out:** August 15, 2027 - **\$49,185.00**
- \*\*August 11-13, 2028 - Load In:** August 10, 2028; **Shows:** August 11, 11 & 13, 2028; **Load Out:** August 13, 2028 - **\$50,835.00**

- \*Buyer to provide: [10] Stagehands, [4] Loaders, [4] Riggers (2 Up, 2 Down), [1] Electrician**
- All necessary Spotlights & Spotlight Operators**
- All necessary Power for Sound & Lighting Equipment (separate services)**
- [4] Hotel Rooms for check in 8/5/26 & check out 8/10/26**
- [4] Hotel Rooms for check in 8/11/27 & check out 8/16/27**
- [4] Hotel Rooms for check in 8/9/28 & check out 8/14/28**

**THE BUYER does hereby agree to pay THEATRICAL MEDIA SERVICES, INC. for the use of the equipment and services set out above the sum of ~~One Hundred Forty-Seven Thousand Five Hundred Fifty-Five and 00/100~~ DOLLARS (\$147,555.00).**

**TERMS: \$47,535.00 Due August 9, 2026; \$49,185.00 Due August 15, 2027 & \$50,835.00 Due August 13, 2028.**

THE BUYER does hereby further agree to provide at his sole expense the cost of all electrical current to operate all of the above listed services.

THE BUYER does hereby agree to provide a certified Electrician to hook up and disconnect power.

THE BUYER does hereby further agree to provide at his sole expense ± persons for the set up and strike of THEATRICAL MEDIA SERVICES, INC. equipment, said persons are to be at the direction of the representative of THEATRICAL MEDIA SERVICES, INC. He or she or they in no way shall be deemed to be employees of THEATRICAL MEDIA SERVICES, INC. As further consideration for THEATRICAL MEDIA SERVICES, INC. entering into this contract with Buyer, the Buyer agrees to furnish at Buyer's sole expense insurance coverage for said persons, covering said persons for any injury that may result from setting up or striking of THEATRICAL MEDIA SERVICES, INC. equipment. Further, Buyer agrees to indemnify and hold harmless THEATRICAL MEDIA SERVICES, INC. for any claims made against THEATRICAL MEDIA SERVICES, INC. by said persons for injury or injuries resulting from setting up or striking THEATRICAL MEDIA SERVICES, Inc. equipment.

THE BUYER does hereby further agree that all labor provided shall include such persons as may be required by the Stage Hands Local Union, and such persons shall be paid by THE BUYER and that no Monies shall be deducted for payment of such persons from the price of this contract.

THE BUYER does hereby further agree to pay all taxes, inspection fees, and other fees that may be assessed because of the service and/or equipment agreed under the terms of this contract, including all union fees.

THE BUYER does hereby further agree that if it is not possible to use any of the equipment or services herein set forth that it will pay the full amount herein specified to THEATRICAL MEDIA SERVICES, INC. and that no rebate or reduction in said amount because of rain, weather, accidents, Acts of God, or any order, laws, otherwise issued by any Governmental agency unless, however, said orders are subject to the control of THEATRICAL MEDIA SERVICES, INC. or its authorized agent.

THE BUYER does hereby further agree to save THEATRICAL MEDIA SERVICES, INC. harmless from any claim whatsoever for damage to persons, personnel and/or property arising from the operation of the equipment and/or the acts of the agents or persons representing THE BUYER, unless said claim results from the negligence and/or willful misconduct of THEATRICAL MEDIA SERVICES, INC. and/or any of its agents.

THEATRICAL MEDIA SERVICES, INC. does hereby further agree to save THE BUYER harmless from any claim whatsoever for damage to persons, personnel and/or property arising from the operation of the equipment and/or the acts of the agents or persons representing THEATRICAL MEDIA SERVICES, INC. unless said claim results from the negligence and/or willful misconduct of THE BUYER and/or any of its agents.

THE BUYER does hereby agree that in the event it cancels this contract through no fault of THEATRICAL MEDIA SERVICES, INC., BUYER agrees to pay 50% of the contract price, plus all costs incurred by, but not limited to the following: Transportation, Loading, Unloading, Setup, all necessary labor costs incurred regarding the same, and any and all subcontractor costs incurred by THEATRICAL MEDIA SERVICES, INC. provided, however that said costs shall not exceed the total contract price.

THE BUYER does hereby further agree that in the event THEATRICAL MEDIA SERVICES, INC. cannot furnish the equipment or services herein specified for reasons beyond his control, such as breakdown, strikes, Acts of God, or other casualty, or labor disputes, that THEATRICAL MEDIA SERVICES, INC. shall from be released the terms of this contract and that THEATRICAL MEDIA SERVICES, INC. shall not be liable for any damages as a result thereof.

THE BUYER agrees to pay THEATRICAL MEDIA SERVICES INC. all reasonable attorneys' fees and legal expenses incurred in exercising any of its rights and remedies upon breach of this contract by the Buyer.

It is mutually agreed that this contract was negotiated and executed in Ralston, Douglas County, Nebraska, and that the laws of the State of Nebraska will govern this contract. Any legal action brought by either party shall be conducted solely in Douglas County, Nebraska, regardless of the physical location where the services are provided. In the event THEATRICAL MEDIA SERVICES INC. must file suit to collect on amounts owed by THE BUYER, BUYER hereby irrevocably agrees to accept service of process by certified mail, and that in the event BUYER fails or refuses to accept certified mail service, that return of the certified mail shall be evidence of BUYER'S receipt of service for all purposes, including, but not limited to, deadlines for pleadings.

All parties mutually agree that no verbal agreements are a part of this contract.

IN WITNESS WHEREOF, the parties have hereunto set their hands to duplicate copies hereof the day and year first above written.

for THEATRICAL MEDIA SERVICES, INC.

for THE BUYER

  
March 9, 2026  
John R. Hansen, President Date

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
PRINT NAME TITLE

All signers warrant that they are duly authorized to do so and to bind their respective party to the contract.  
Contract must be fully executed by both parties within 30 calendar days of the contract (or amended contract) date.



## LIGHTING EQUIPMENT

HR1.13.26

*This equipment list is not for use with artist advances.*

*The equipment within this list is subject to change. TMS routinely upgrades our equipment inventory & we may upgrade items in your equipment list within the contract period. Changes to this list in any year will only be equivalents or better.*

### TRUSS:

- [1] 40' Downstage Lighting Truss (20.5"x20.5" Bolt, Silver)
- [1] 40' Upstage Lighting Truss (20.5"x20.5" Bolt, Silver)
- [1] 60' Backdrop Truss (12"x12" Bolt, Silver)

### MOTORS & RIGGING:

- [7] 1 Ton CM Chain Motors w/ 60' Chain (2-DS, 2-US, 3-Backdrop)
  - [3] ¼ Ton CM Chain Motors w/ 60' Chain (Cable Picks)
- All necessary motor control, cable & rigging to safely suspend provided rig

### FIXTURES:

- [14] Elation Proteus Rayzor 1960 (8-DS, 6-US) or 16-Martin Mac Aura XIP (10-DS, 6-US), or similar
- [6] Elation Proteus Lucius (US), or similar
- [4] GLP JDC-1 LED Strobe (US), or similar
- [4] Chauvet Strike Array 4 Blinder (DS), or similar

### DESKS:

- [1] ChamSys MagicQ MQ70 Compact, or similar (Main)
- [1] ChamSys MagicQ MQ50 Compact, or similar (Backup)

### HAZER:

- [2] Base Hazer Pro w/ fan & fluid, or similar

### SPOTLIGHTS:

- Spotlights provided by venue
- [8] Stations Clear Com

### CONTROL & CABLE:

- [1] 5xDMX 3xXLR + 10/5 Snake (300')
  - [1] 208v Distro
  - [1] 150' Feeder Pkg.
  - [1] Opto Splitters and Whirlwind (as needed)
- All necessary power, multi & data cable for provided fixtures.

### MISC:

- [2] 30'x30' Black Backdrop
- [4] Cable Ramps

### PERSONNEL:

- [2] Lighting Technicians



## AUDIO EQUIPMENT

HR 1.13.26

*This equipment list is not for use with artist advances.*

*The equipment within this list is subject to change based on current inventory from year-to-year.  
Changes to this list in any year will only be equivalents or better.*

### FOH CONSOLE:

- [1] Avid S6L-24C-112 Digital Mixing Console (Stage 64, 56x24 or equivalent)
- [1] Yamaha DM3D Compact Digital Console (Production Use/Emcees/Etc)
- [2] Lake LM44 System Controller (or equivalent)
- [1] Smaart RTA System
- [1] Clearcom Communication System between FOH & Monitors

### FOH SEAKERS & AMPLIFICATION:

- [28] JBL VTX V20, 3-Way Line Source Speaker (14/Side, Flown, Main L&R)
- [20] JBL VTX V20, 3-Way Line Source Speaker (10/Side, Flown, Out Fill)
- [16] JBL VTX S28 Dual 18" Subwoofer (Ground Supported)
- [4] JBL VRX932 Front Fill Speaker (or equivalent)
- [19] Lab Gruppen PLM 10,000Q 4-Channel Digital Amplifier
- [8] Lab Gruppen PLM 14,000 2-Channel Digital Amplifier
- [1] AV W2 20-Channel Drive System w/ 300' of Cable for FOH & 125' of Cable for Cross Stage
- [8] Columbus McKinnon 1-Ton and/or 1/2-Ton Chain Motor w/ Control
- All necessary Speaker, Power, Patch and Network Cable
- All necessary Rigging to Safely Suspend (4) Speaker Hangs

### MONITOR CONTROL:

- [1] Yamaha CL5 Digital Mixing Console w/ RIO3224 & RIO1608 (or equivalent)

### MONITOR SYSTEMS:

- [12] Audio Visions 152 15" Bi-Amp Floor Monitor (15" JBL & 2" B&C)
- [12] Crown Macrotech 36x12, 2-Channel Amplifier w/ PIP Card Processing
- [2] EAW KF850 3-way Side Fill (1 per side)
- [4] EAW SB1000 or JBL VT4880 Dual 18" Subwoofer (2 per side)
- [1] DB Tech DVA S20 Dual 18" Powered Drum Subwoofer (or equivalent)
- Crown Macrotech Amplifiers with DBX 4800 Processing for Side Fill System
- All Necessary Speaker, Power, and Patch Cables for Monitor System

### AUDIO STAGE PACKAGE: (Provided when required by Artists)

- [1] AV/Ramtech 54-Channel, 2-Way Patchable Split w/ Ramtech Mass Connector
- [1] 300' 54-Channel AV/Ramtech Snake with Ramtech Mass Connectors
- [6] AV/Whirlwind 12-Channel W2 Sub Snake Boxes with 50'-75' Snake Cables
- [75] XLR Mic Cables (50', 30', 13')
- [1] Sennheiser 300 G4 Series Wireless Handheld Mic (or equivalent. for Emcee use only)
- [1] Audio Visions Standard (Wired) Mic Package (Shure & Sennheiser)
- [16] Radial Pro48 & ProDI Direct Boxes.
- [30] K&M Mic Stands (Tall / Short Tripod & Roundbase w/ Boom Arms

### ELECTRICAL DISTRIBUTION:

- [2] 125 Amp 3 Phase Power Distro w/ Camlock Pass-Throughs
- [2] 100' 2 OT 5-Wire Feeder Cable w/ Camlock Termination
- [1] 2 OT 5-Wire Feeder Cable w/ Camlock to Barewire (Tails)
- All Necessary Distributed Stage Power

### PERSONNEL:

- [2] Audio Engineers

**B.O.C.C. Regular**

5. a.

**Meeting Date:** 03/24/2026

**Title:** 2026 RSID Chip Seal, Change Order #1

**Submitted For:** Monica Plecker, Public Works Director

**Submitted By:** Jay Anderson, Deputy Public Works Director

---

**TOPIC:**

2026 RSID Chip Seal, Change Order #1 with Harddrives Construction

**BACKGROUND:**

Public Works recommends additional asphalt patching within subdivisions originally bid as part of the 2026 RSID Chip Seal project. Public Works also recommends capturing additional asphalt patching and crack sealing at select locations within RSIDs not originally bid as part of the 2026 RSID Chip Seal project. The identified areas require maintenance and rehabilitation to avoid further pavement deterioration. If these areas are not addressed, problems will exacerbate and resolution may be full replacement at expenses well above typical maintenance and rehabilitation measures.

Public Works has collaborated with Finance to assure RSID funds are available to cover the additional construction costs.

The original bid costs and proposed additional costs associated as part of Change Order #1 are included within the attachments.

The original contract value for the 2026 RSID Chip Seal project was \$1,319,942.22. Change Order #1 adds \$62,117.18. Total contract value, pending Change Order #1 approval, is \$1,382,059.40.

**RECOMMENDED ACTION:**

Approve and sign Change Order #1. Return a signed copy to Public Works.

---

**Attachments**

Change Order #1

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# Change Order

No. \_\_\_\_\_

Date of Issuance: 3/17/2026 Effective Date: 3/17/2026

Project: 2026 RSID Chip Seals	Owner: Yellowstone Co	Owner's Contract No.:
Contract: 2026 RSID Chip Seals	Date of Contract: 1/20/2026	
Contractor: Hardrives Construction	Engineer's Project No.:	

**The Contract Documents are modified as follows upon execution of this Change Order: CO #1**

**Description:** This CO calls for additional asphalt patch work recommended by YC PW within RSIDs 677, 715, 773, and 787. The CO also adds crack seal to RSID 798, and asphalt patching areas for RSID 796. RSID 796&798 not in original bid.

**Attachments (list documents supporting change):**

Hardrives quote for 2026 Yellowstone County additional work  
Yellowstone County RSID Bid+CO tracking sheet

**CHANGE IN CONTRACT PRICE:**

**CHANGE IN CONTRACT TIMES:**

Original Contract Price:  
\$ 1,319,942.22

Original Contract Times:  Working days  Calendar days  
Substantial completion (days or date): NLT 6/30/2026  
Ready for final payment (days or date): \_\_\_\_\_

[Increase] [Decrease] from previously approved  
Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_:  
\$ 0

[Increase] [Decrease] from previously approved Change Orders  
No. \_\_\_\_\_ to No. \_\_\_\_\_:  
Substantial completion (days): \_\_\_\_\_  
Ready for final payment (days): \_\_\_\_\_

Contract Price prior to this Change Order:  
\$ 1,319,942.22

Contract Times prior to this Change Order:  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

**(Increase)** [Decrease] of this Change Order:  
\$ 62,117.18

[Increase] [Decrease] of this Change Order:  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

Contract Price incorporating this Change Order:  
\$ 1,382,059.40

Contract Times with all approved Change Orders:  
Substantial completion (days or date): \_\_\_\_\_  
Ready for final payment (days or date): \_\_\_\_\_

RECOMMENDED:  
By: Jay D Anderson  
Engineer (Authorized Signature)

ACCEPTED:  
By: \_\_\_\_\_  
Owner (Authorized Signature)

ACCEPTED:  
By: [Signature]  
Contractor (Authorized Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 3/17/2026

Approved by Funding Agency (if applicable):

Date: \_\_\_\_\_

PO Box 2535  
Billings, MT 59103  
Office • 406.245.3128  
Fax • 406.245.8834



PAVING • GRADING • PAVEMENT MAINTENANCE • ASPHALT • CHIP SEAL • SEAL COAT • CRACK SEAL • SLURRY SEAL TYPE I-II-III

March 6, 2026

Hardives Construction Inc will be quoting the following items:

Contract ID: 2026 Yellowstone County Additonal patching

				Included
1	Mobilization	1 LS	@	
2	RSID 677	1 LS	@	\$1,453.20
3	RSID 715	1 LS	@	\$1,303.40
4	RSID 773	1 LS	@	\$27,652.00
5	RSID 787	1 LS	@	\$2,935.00
6	RSID 796	1 LS	@	\$21,691.99
7	Grassland, Hazelnut, Lavender St	1 LS	@	\$7,081.59
	Crack Seal			
			Total	\$62,117.18

Includes (1) Mobilization,

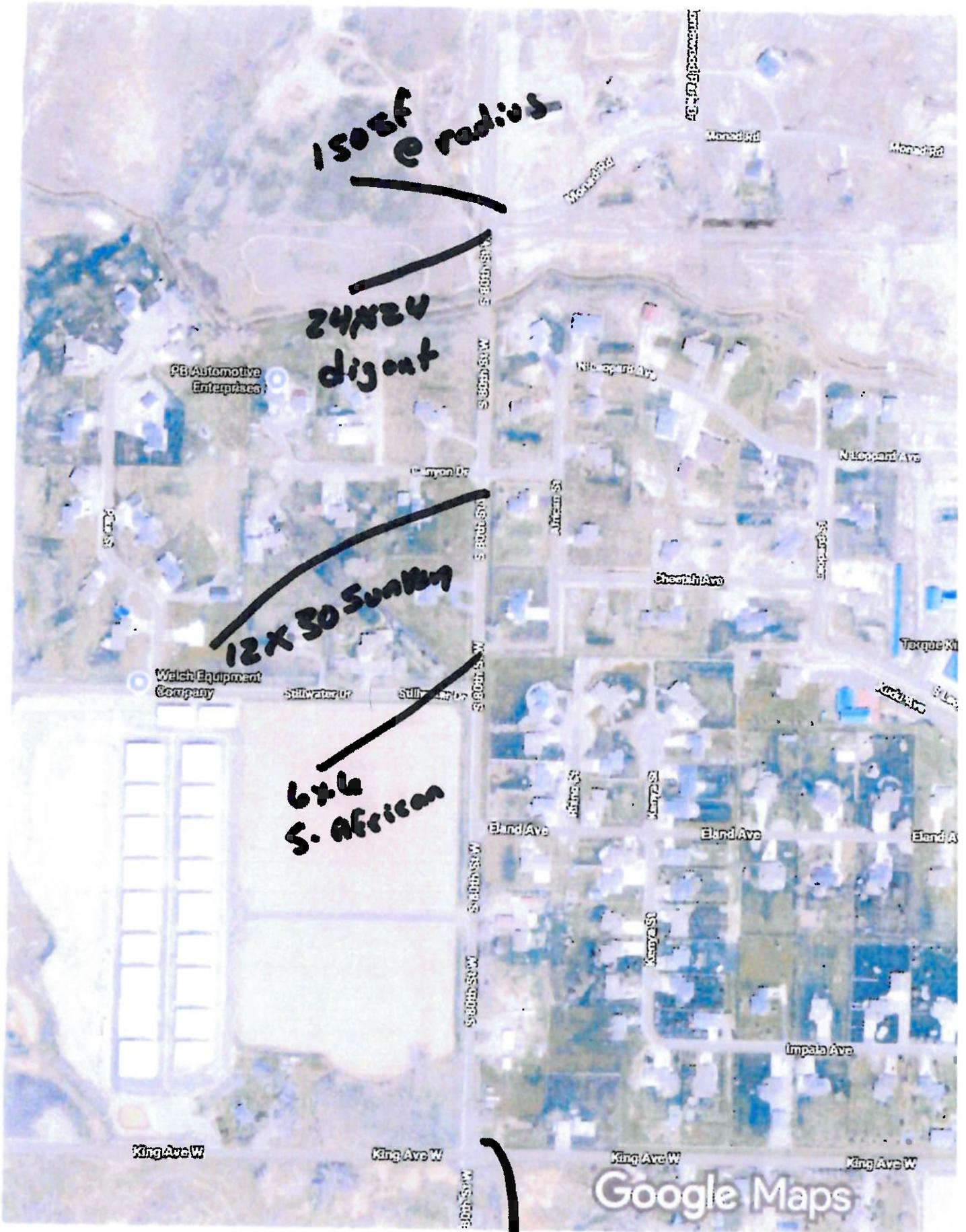
Prices includes: all labor , wages, equipment, mobilization,GRT, taxes, and insurance in full compliance with the specifications.  
This quotation expires if not accepted in writing within thirty (30) days of this quotation.

Please be aware that Hardrives Construction Inc. is a Certified DBE by the MT Dept. of Transportation.

Respectively subbmitted

Jody Teske  
Estimator





150ft @ radius

24x24 digout

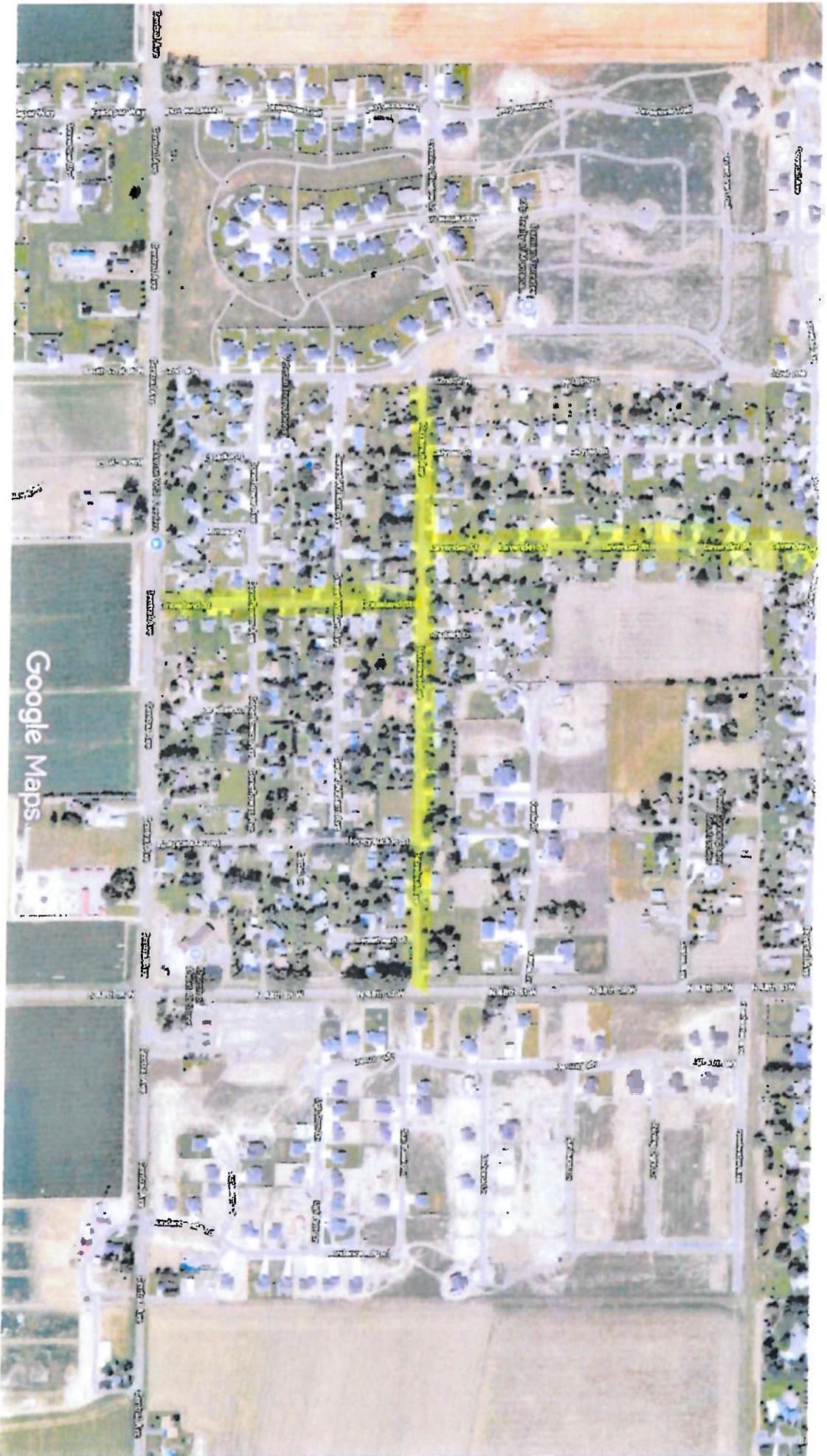
12x30 Sunln

6x6 S. African

Google Maps

RSID 796

10x34 @ Corner



RSID #	Subdivision Name	Item No.	Quantity	Unit of Measure	Item Description	Total Price (Bid)	CO#1		RSID Total (Bid + COs)
							Description	Total	
661M	Fischer Sub	1	1	LS	Crack Seal	\$ 988.38			\$ 11,548.47
		2	1	LS	Chip Seal using "pick up" broom	\$ 10,560.09			
660M	Sticka Sub	3	1	LS	Crack Seal	\$ 921.60			\$ 9,463.85
		4	1	LS	Chip Seal using "pick up" broom	\$ 8,542.25			
		5	1	LS	Crack Seal	\$ 3,984.18			
675M	Oak Ridge Estates Sub	6	1	LS	Chip Seal using "pick up" broom	\$ 31,649.78			\$ 35,633.96
		7	1	LS	Crack Seal	\$ 6,085.98			
787M	Oak Ridge Estates Sub, Phase II	8	1	LS	Chip Seal using "pick up" broom	\$ 30,717.21	Additional Patching	\$ 2,935.00	\$ 39,738.19
		9	1	LS	Crack Seal	\$ 22,207.07			
773M	West Meadows Sub	10	1	LS	Chip Seal using "pick up" broom	\$ 86,986.14	Additional Patching	\$ 27,652.00	\$ 136,845.21
		11	1	LS	Crack Seal	\$ 15,242.11			
715M	Tanglewood Lake Estates Sub	12	1	LS	Chip Seal using "pick up" broom	\$ 135,137.74	Additional Patching	\$ 1,303.40	\$ 151,683.25
		13	1	LS	Crack Seal	\$ 921.59			
786M	Grizzly Creek Estates Sub	14	1	LS	Chip Seal using "pick up" broom	\$ 18,639.94			\$ 19,561.53
		15	1	LS	Crack Seal	\$ 5,196.56			
653M	High Point Sub	16	1	LS	Chip Seal using "pick up" broom	\$ 99,712.20			\$ 104,909.16
		17	1	LS	Crack Seal	\$ 1,525.11			
663M	Montana Meadows Sub	18	1	LS	Chip Seal using "pick up" broom	\$ 19,523.37			\$ 21,048.48
		19	1	LS	Crack Seal	\$ 14,880.51			
804M	Montana Meadows Sub Phase 2	20	1	LS	Chip Seal using "pick up" broom	\$ 119,467.89			\$ 134,348.40
		21	1	LS	Crack Seal	\$ 3,606.05			
785M	Riverview Estates Sub Area	22	1	LS	Chip Seal using "pick up" broom	\$ 30,053.03			\$ 33,659.08
		23	1	LS	Crack Seal	\$ 3,256.80			
672M	R.F. Development Properties Sub	24	1	LS	Chip Seal using "pick up" broom	\$ 44,084.50			\$ 47,341.30
		25	1	LS	Crack Seal	\$ 4,874.82			
677M	Titan Sub, Amended	26	1	LS	Chip Seal using "pick up" broom	\$ 42,548.03	Additional Patching	\$ 1,453.20	\$ 48,876.05
		27	1	LS	Crack Seal	\$ 17,246.58			

574M	Sub	28	1	LS	Chip Seal using "pick up" broom	\$	75,696.60		\$	92,943.18	
752M	Emerald Hills Sub, Forest Hill Drive	29	1	LS	Crack Seal	\$	8,422.16				
		30	1	LS	Chip Seal using "pick up" broom	\$	64,543.44		\$	72,965.60	
839M	Emerald Hills Drive	31	1	LS	Crack Seal	\$	8,422.16				
		32	1	LS	Chip Seal using "pick up" broom	\$	120,022.31		\$	128,444.47	
855M	Emerald Hills Sub	33	1	LS	Crack Seal	\$	19,257.91				
		34	1	LS	Chip Seal using "pick up" broom	\$	155,055.05		\$	174,312.96	
795M	T Bar J Sub	35	1	LS	Crack Seal	\$	354.17				
		36	1	LS	Chip Seal using "pick up" broom	\$	8,106.74		\$	8,460.91	
833M	Silver Fox Subdivision	37	1	LS	Crack Seal	\$	667.25				
		38	1	LS	Seal coat only (alt. bid)	\$	2,097.12		\$	2,764.37	
776M	Pryor Creek Estates Sub	39	1	LS	Crack Seal	\$	9,722.93				
		40	1	LS	Chip Seal using "pick up" broom	\$	69,014.47		\$	78,737.40	
796M	South 80th St West	CO#1	1	LS				Asphalt Patching	\$	21,691.99	
798M	Wells Garden Estates Sub	CO#1	1	LS				Crack Seal	\$	7,081.59	
<b>Totals</b>						\$	1,319,942.22	\$	62,117.18	\$	1,382,059.40

**B.O.C.C. Regular**

5. b.

**Meeting Date:** 03/24/2026

**Title:** Warranty Deed Utility Lot Platinum Park

**Submitted For:** Jeff Martin, Clerk And Recorder

**Submitted By:** Jeff Martin, Clerk And Recorder

---

**TOPIC:**

Warranty Deed Conveying Utility Lot 7, Block 3, Corrected Plat of Platinum Commercial Park  
Subdivision

**BACKGROUND:**

Disposal of storm water detention and County responsibility for future maintenance.

**RECOMMENDED ACTION:**

Execute.

---

**Attachments**

Warranty Deed U Lot 7

---

Return to:  
Cougar Investments, LLC  
PO Box 81153  
Billings, MT 59108

### WARRANTY DEED

**THIS INDENTURE**, made this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between **YELLOWSTONE COUNTY, MONTANA**, a political subdivision of the State of Montana, hereinafter referred to as the “**Grantor**”, and **PLATINUM COMMERCIAL OWNERS ASSOCIATION**, a Montana Mutual Benefit Corporation, whose address is 9428 Anglers Way, Billings, MT 59101, hereinafter referred to as the “**Grantee**”.

#### **WITNESSETH:**

**WHEREAS**, the property described below was previously conveyed to the Grantor to facilitate the operation of a community wastewater treatment system as a public system; and

**WHEREAS**, the Grantor no longer desires to own and maintain said system as a public entity and wishes to convey the property to the Grantee for private operation and maintenance;

**NOW, THEREFORE**, the said Grantor, for and in consideration of the sum of ONE DOLLAR (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant, bargain, sell, convey, warrant, and confirm unto the said Grantee, and to its successors and assigns, the following described real property located in Yellowstone County, State of Montana, to-wit:

**Utility Lot: 7, Block 3 of the Corrected Plat of Platinum Commercial Park Subdivision, being a subdivision of land located in the SE ¼ of the SW ¼ of Section 30, Township 1 South, Range 25 East, P.M.M., Yellowstone County, Montana, according to the official plat thereof on file and of record in the office of the Clerk and Recorder of Yellowstone County, Montana under Document No. 4126234.**

**TOGETHER WITH** all and singular the tenements, hereditaments, and appurtenances thereunto belonging or in anywise appertaining. **TO HAVE AND TO HOLD**, all and singular the said premises, with the appurtenances, unto the said Grantee, its successors and assigns.

And the said Grantor does hereby covenant with the said Grantee that it will warrant and defend the same from all lawful claims whatsoever and: (1) patent reservations; (2) existing easements and rights-of-way of record; and (3) taxes and assessments for the current year and subsequent years.

**IN WITNESS WHEREOF**, the Grantor has caused this instrument to be executed the day and year first above written.

“GRANTOR”  
YELLOWSTONE COUNTY  
MONTANA

County of Yellowstone  
Board of County Commissioners

By: \_\_\_\_\_

Chairman

\_\_\_\_\_

Commissioner

\_\_\_\_\_

Commissioner

Attest: \_\_\_\_\_

County Clerk and Recorder

STATE OF MONTANA )

: ss

County of Yellowstone )

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, a Notary Public in and for the State of Montana, personally appeared \_\_\_\_\_,

\_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, known to me to be the Board of County Commissioners and the County Clerk and Recorder, respectively, of Yellowstone County, Montana, whose names are subscribed to the foregoing instrument in such capacity and acknowledged to me that they executed the same on behalf of Yellowstone County, Montana.

\_\_\_\_\_

Notary Public in and for the State of Montana

Printed Name: \_\_\_\_\_

Residing at: \_\_\_\_\_

My commission expires: \_\_\_\_\_

**B.O.C.C. Regular**

5. c.

**Meeting Date:** 03/24/2026

**Title:** Yellowstone County MS4 Annual Report 2025

**Submitted For:** Monica Plecker, Public Works Director

**Submitted By:** Jay Anderson, Deputy Public Works Director

---

**TOPIC:**

Yellowstone County's Municipal Separate Storm Sewer System (MS4) Annual Report for Calendar Year 2025

**BACKGROUND:**

Montana Department of Environmental Quality (MDEQ) requires that each permittee authorized under the Montana Pollutant Discharge Elimination System (MPDES) General Permit for storm water discharges associated with Small MS4's complete and submit an annual report each year to document the permittee's progress towards satisfying requirements set forth by the MPDES General Permit. The 2025 Annual Report is attached.

Yellowstone County maintains that it does not have the legal authority to fulfill several of the minimum control measures set forth by the MPDES General Permit and that some of the requirements may constitute an unfunded mandate. Yellowstone County is currently awaiting a court ruling to obtain a determination regarding the extent of Yellowstone County's legal authority to enforce the MPDES General Permit requirements, and whether the MPDES General Permit represents an unfunded mandate.

**RECOMMENDED ACTION:**

Approve and return signed copy to Public Works for submission to MDEQ.

---

**Attachments**

YC MS4 Annual Report 2025

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Agency Use

Permit No.: MTR04

Date Rec'd

Amount Rec'd

Check No.

Rec'd By

FORM  
MS4-AR

**Annual Report Form  
Storm Water Discharges Associated with MS4s  
MTR040000**

This annual report form is to be completed by each permittee authorized under the General Permit for Storm Water Discharges Associated with Small Municipal Separate Storm Water Sewer Systems (MS4s). The completed form must be electronically submitted to DEQ by March 1<sup>st</sup> of each year starting March 1<sup>st</sup>, 2023.

**Reporting Year:**  2023  2024  2025  2026 *(reporting period is for the preceding calendar year, Jan 1<sup>st</sup>- Dec 31<sup>st</sup>)*

**MS4 Information**

Permit Number   M  T  R  0  4  

Small MS4 Name \_\_\_\_\_

Contact Person, *(name, title)* \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, and Zip Code \_\_\_\_\_

Phone Number, Email Address \_\_\_\_\_

Authorized as a Co-permittee?  Yes: \_\_\_\_\_  No

*(If, yes provide Co-permittee MS4 name in the blank provided. Each co-permittee must submit a separate complete annual report form.)*

Is the MS4 sharing responsibility? If yes, attach written acceptance and explanation of shared obligation(s).  Yes  No

Attach an organizational chart identifying the primary SWMP coordinator, positions responsible for implementing requirements of the permit, and contact information for each individual.  Attached  Not Attached

**Minimum Control Measure 1 & 2**

Link to storm water website \_\_\_\_\_

List of four key target audiences:

Associated Pollutants:

Outreach strategy:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach documentation of participation and/or feedback of key target audiences.  Attached  Not Attached

**Minimum Control Measure 3** (attach the following in the order listed)

List of potential non-storm water discharges identified as significant contributors of pollutants (i.e. illicit discharges), associated pollutants, and any local controls or conditions placed on these discharges.  Attached  Not Attached

Have there been updates to the MS4's storm sewer maps?  Yes  No, the map(s) were last updated: \_\_\_\_\_

If yes, submit the maps using one of the following options:

- Electronic GIS shapefiles emailed to [DEQMPDESDataManagement@mt.gov](mailto:DEQMPDESDataManagement@mt.gov)
- Attached Hard copy
- Link to online maps: \_\_\_\_\_

Summary of investigations and corrective actions taken over the past year per the Illicit Discharge and Corrective Action Plan.  Attached  Not Attached

Number of outfalls inspected during dry weather: \_\_\_\_\_ of \_\_\_\_\_ (total number of outfalls)

Number of high priority outfalls inspected: \_\_\_\_\_ of \_\_\_\_\_ (total number of high priority outfalls)

Attach a summary of any resulting actions taken from screening results.  Attached  Not Applicable

**Year 2023 only, unless updates were made:**

A copy or link to the adopted ordinance, policy, procedure, and/ or regulatory mechanism prohibiting illicit discharges.  Attached or  Link \_\_\_\_\_

**Minimum Control Measure 4** (attach the following in the order listed)

List of construction sites/projects inspected over the last year and any resulting actions.  Attached  Not Attached

**Year 2023 only, unless updates were made:**

A copy of the construction storm water management plan review checklist.  Attached  Not Attached

A copy of the construction site inspection form or checklist.  Attached  Not Attached

A copy or link to the adopted ordinance, policy, procedure, and/or regulatory mechanism requiring construction storm water controls.  Attached or  Link \_\_\_\_\_

**Minimum Control Measure 5** (attach the following in the order listed)

Inventory of regulated projects using offsite treatment for post-construction runoff.  Attached  Not Applicable

Number of high priority post-construction storm water management controls inspected: \_\_\_\_\_

Attach a summary of any resulting actions taken from inspections.  Attached  Not Applicable

**Year 2023 only, unless updates were made:**

A copy of the post-construction storm water management plan review checklist.  Attached  Not Attached

A copy of the post-construction site inspection form or checklist.  Attached  Not Attached

A copy or link to the adopted ordinance, policy, procedure, and/or regulatory mechanism requiring post-construction storm water controls.  Attached or  Link \_\_\_\_\_

**Year 2025 only:** Submit a plan to modify relevant codes, ordinances, policies, and/or programs to implement LID/green infrastructure concepts.  Attached  Not Attached

**Minimum Control Measure 6** (attach the following in the order listed)

Number of SOPs evaluated: \_\_\_\_\_ of \_\_\_\_\_ (total number of SOPs for permittee facilities/activities)

Summary of SOP updates made in the last year.  Attached  Not Applicable

Records of completed trainings in conformance with section II.B. of the General Permit.  Attached  Not Attached

**Year 2023 only, unless updates were made:**

Inventory of permittee facilities/activities with potential to contribute contaminants.  Attached  Not Attached

Summary of inspection procedures for facilities and their structural storm water controls.  Attached  Not Attached

**Storm Water Management Plan (SWMP)**

In the last year, were any public comments received on the SWMP?  Yes  No

If yes, attach a summary of comments received.  Attached  Not Applicable

In the last year, have additional SWMP updates been made other than those listed above?  Yes  No

If yes, attach a summary including the date and description of updates and rationale for decision making.

Attached  Not Applicable

**Monitoring and Reporting** (attach the following in the order listed)

I verify all outfall monitoring has been performed and recorded in conformance with section II.C. and II.D. of the General Permit. (If not able to dependably obtain two samples a year at each monitoring location, attach a summary of rationale. Contact DEQ regarding requests for a change in monitoring locations.)

Attach a summary of implemented BMPs used to target and reduce discharges to impaired waterbodies and a schedule for the following year's BMP implementation.  Attached  Not Applicable

**Year 2023 only, unless updates were made:** Attach an inventory of outfalls discharging to impaired waterbodies including associated pollutants.  Attached  Not Applicable

**MS4s with an approved TMDL:**

**Year 2023 only:** Submit a TMDL-related sampling plan for DEQ review.  Attached  Not Applicable

**Years 2024, 2025, and 2026:** In the last year, were any public comments received on the sampling plan?  Yes  No

If yes, attach a summary of comments received and any resulting actions/modifications.  Attached  Not Applicable

**Certification\***

**All Permittees Must Complete the Following Certification:**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. [75-5-633, MCA].

Name (Type or Print)

Title (Type or Print)

Phone Number

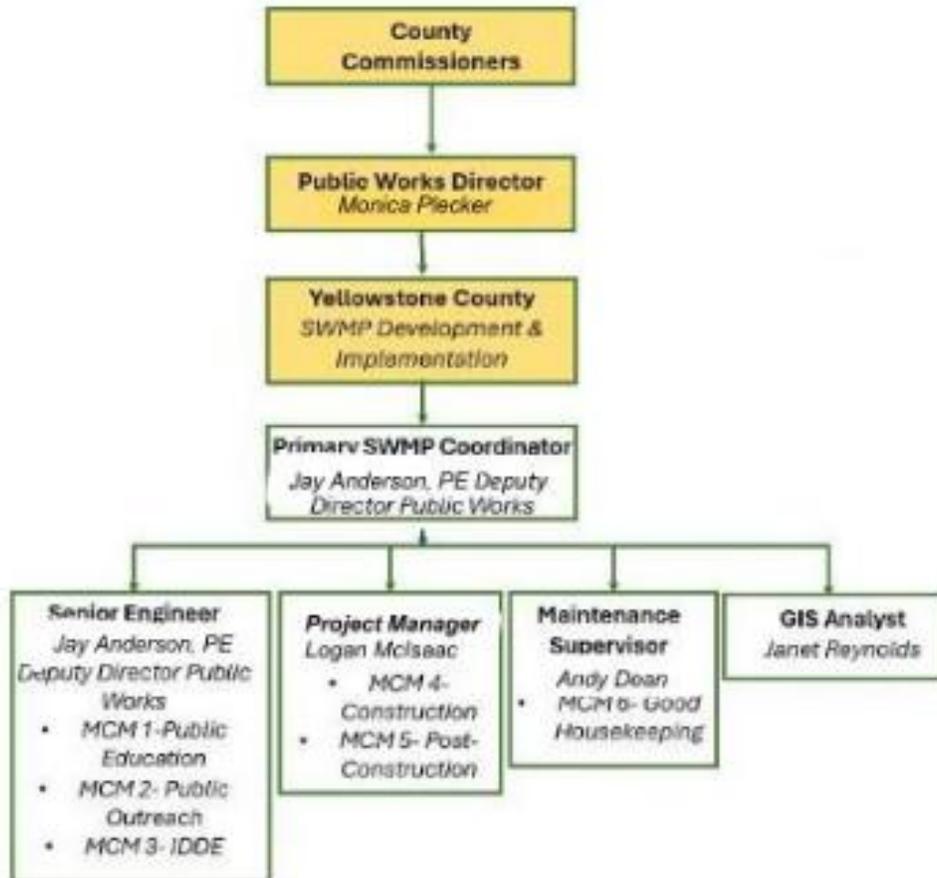
Signature

Date Signed

\* This Annual Report Form must be completed, signed, and certified as follows:

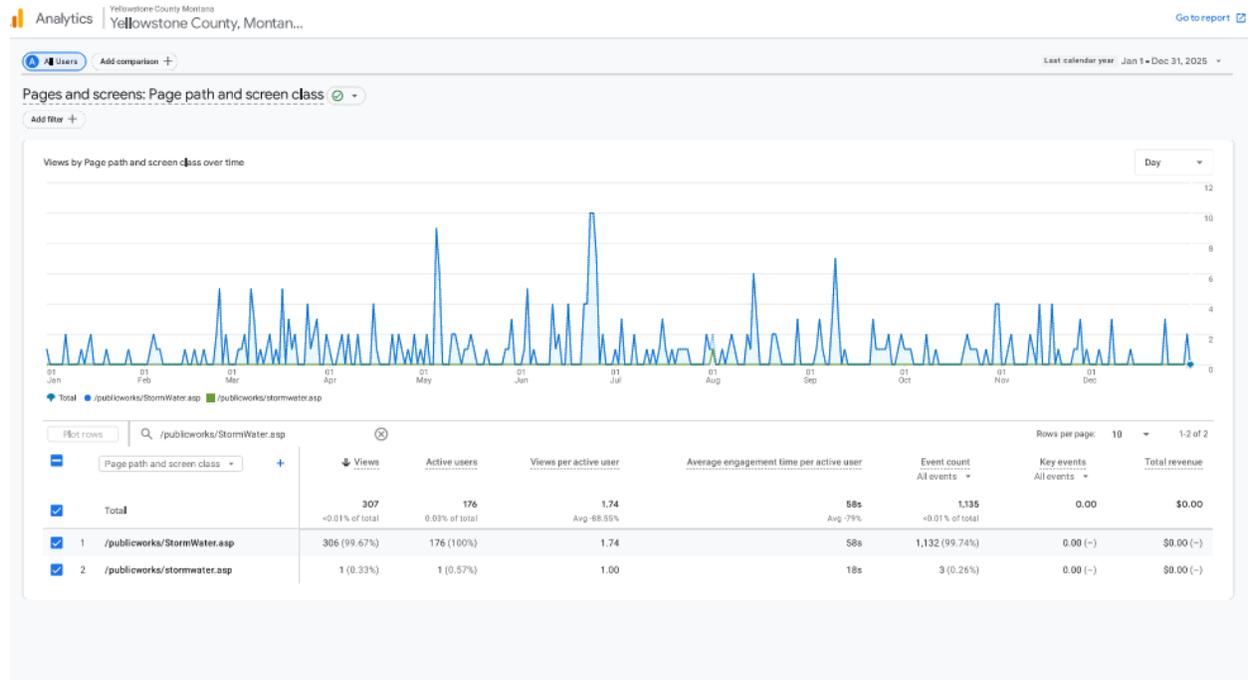
- For a corporation, by a principal officer of at least the level of vice president;
- For a partnership or sole proprietorship, by a general partner or the proprietor, respectively; or
- For a municipality, state, federal, or other public facility, by either a principal executive officer or ranking elected official.

## Yellowstone County SWMP Organization Chart



## Yellowstone County's MS4 participation of key target audiences

Yellowstone County provides the SWMP via website including helpful fliers for the four target audiences. The websites usage statistics are provided below.



Yellowstone County Public Works also set up a booth at the County Fair in 2025 spanning a week's time in August. A photo is attached below. Public Works received no comments during Fair week.



**B.O.C.C. Regular**

5. d.

**Meeting Date:** 03/24/2026

**Title:** Yearly Fuel Tax Certification of Roadway Mileage - SFY2027

**Submitted For:** Monica Plecker, Public Works Director

**Submitted By:** Jay Anderson, Deputy Public Works Director

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**TOPIC:**

Yearly Fuel Tax Certification of Roadway Mileage - SFY2027

**BACKGROUND:**

Each year the Montana Department of Transportation is required to determine fuel tax allocations distributed to Montana's cities and counties as set forth by MCA 15-70-101. A determining factor used in calculating the allocation is road mileage. Signing the attached letter will certify the addition of 4.116 miles and the deletion of 0.264 miles, due to annexation. The total off-system adjusted mileage is 1,520.85. Including the secondary/urban system roads, the total adjusted mileage 1,635.276.

The roadway information has already been provided electronically via GIS to MDT. This letter is the final step of the local process.

**RECOMMENDED ACTION:**

Staff recommends the BOCC approve the certification.

---

**Attachments**

MDT FY27 Fuel Tax Cert

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February 18, 2026

County Commissioners  
Yellowstone County  
PO Box 35000  
Billings, MT 59107-5000

Subject: Yearly Fuel Tax Certification of Roadway Mileage – SFY 2027

**It is important that the enclosed map and certification form be signed by a designated county official and returned to the Montana Department of Transportation (MDT) by March 13, 2026.**

Each year the Montana Department of Transportation is required to determine fuel tax allocations distributed to Montana's cities, counties, and consolidated city-county governments as set forth in 15-70-101 MCA, as amended. One of the factors used to calculate the amount allocated to each local entity is road mileage. Mileage for counties consists of any road exclusive of the National Highway and Primary Systems within the county boundary and outside any incorporated city limits that meet the Fuel Tax Allocation criteria as stated below:

Fuel Tax Allocation mileage is a segment of road available for public use except during periods of extreme weather or emergency conditions, passable by a 2-wheel drive passenger car, and open to the general public. Restrictions include primitive trails, driveways to single residences, field access roads, parking lots, restrictive gates, orange markings on posts, or "No Trespassing" signs (MCA 45-6-201).

These routes do not indicate public access, ownership, or maintenance responsibility. Maintenance is not a factor in Fuel Tax Allocations nor are local governments required to maintain these routes.

The enclosed map(s) should be reviewed for completeness and accuracy. Road additions, deletions, names, or surface type updates should be marked on the map and returned with the signed certification form.

If you request the removal of any roads, please provide the reason in a brief note or other documentation. If you have any questions about a specific road, please call Brian Klapstein at 444-7289. Please **DO NOT INCLUDE NON-EXISTENT, PLATTED, or RESTRICTED ROADS**. Roads within the National Forest should not be included as part of your review. Eligibility and attribute information for these roads are determined by the U.S. Forest Service (USFS).

If your changes are available in an electronic GIS format, we would appreciate them being sent as well. Please contact us for assistance before submitting GIS data. To access maps, GIS data, or see more information about the Fuel Tax Allocations, go to <http://www.mdt.mt.gov/business/fueltax/allocations.shtm> or call me at 444-6103 or Brian Klapstein at 444-7289 with any questions.

Thank you for your cooperation,



Brian Andersen, Supervisor – Geospatial Information Section

**Mileage Certification Form**

In accordance with the provisions of Section 15-70-101, M.C.A., it is hereby certified that the Road mileage for Yellowstone County, exclusive of the National Highway System (including Interstate) and Primary System, is as follows:

<i>Roads Outside of Cities</i>	<i>Current Mileage</i>	<i>Added Mileage (Approximate)</i>	<i>Deleted Mileage (Approximate)</i>	<i>Adjusted Mileage (Approximate)</i>
Off-System	1516.998	4.116	0.264	1,520.85
Secondary/Urban System	114.426	N/A	N/A	114.426
TOTAL	1631.424			1,635.276

Any added or deleted mileage amounts shown above may differ from the calculated mileages derived using MDT's process. Additionally, MDT reserves the right to verify any additions or deletions that would significantly affect the fuel tax allocation program. If the number of miles to be added or deleted is significant, the verification process will occur during the **summer of 2026**, and eligible routes will be included in the calculations for the following year.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Official Title)

\_\_\_\_\_, Montana  
(City)

Date: \_\_\_\_\_

**NOTE: PLEASE RETURN THIS CERTIFICATION FORM ALONG WITH THE SIGNED MAP OR GIS DATA ON OR BEFORE MARCH 13, 2026 FOR FUEL TAX ALLOCATION. IF THERE ARE NO MILEAGE CHANGES ONLY THE SIGNED CERTIFICATION FORM IS REQUIRED FOR THE RETURN. YOU CAN MAIL, EMAIL, OR FAX THIS TO US.**

**Address for return:**

**Fax: 406-444-7671**

**Email: [bklapstein@mt.gov](mailto:bklapstein@mt.gov)**

State of Montana  
Department of Transportation  
Transportation Planning Division – Geospatial Information Section  
PO Box 201001  
2701 Prospect Avenue  
Helena, MT 59620-1001

**B.O.C.C. Regular**

**Meeting Date:** 03/24/2026

**Title:** PARS

**Submitted By:** Teri Reitz, Board Clerk

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**TOPIC:**

**PERSONNEL ACTION REPORTS - Youth Services Center - 1 Appointment; Detention Facility - 1 Appointment, Finance - 1 Salary & Other; Sheriff's Office - 1 Appointment**

**BACKGROUND:**

See attached.

**RECOMMENDED ACTION:**

Approve.

---

**Attachments**

PARS

PAR

PAR1

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Yellowstone County Commissioners  
RECEIVED

# Hire/Personnel Action Form

MAR 16 2026

## Employee Information

Employee  
Jason Knight

## Hire Information

Position Details	Hire Req#	Job Type
Detention Officer (D) (5090)	202600393	Full-Time Regular
Person ID	Job Class	Pay Rate
66341659	Detention Officer (D)	\$24.67
Department	Job Class#	HireDate
Sheriff's Office	5090	3/16/26
Division		
Detention Facility		

## Comments

Funding: 2300.136.420200.111 @ 100%  
replaces: Smith

## Approvals

HUMAN RESOURCES	Charri Victory	3/13/26 4:46 PM
FINANCE	JENNIFER JONES	3/16/26 9:04 AM

**Commissioners Action**  
Approve   Disapprove

Chair HM \_\_\_\_\_

Member MSW \_\_\_\_\_

Member [Signature] \_\_\_\_\_

Employer logo

MAR 17 2026

# Hire/Personnel Action Form

## Employee Information

Employee  
Lauren Emineth

## Hire Information

Position Details	Hire Req#	Job Type
Juvenile Care Supervisor (G) (5120)	202600413	Promotional
Person ID	Job Class	Pay Rate
50903693	Juvenile Care Supervisor (G)	\$28.86
Department	Job Class#	HireDate
Youth Service Center	5120	3/16/26
Division		
N/A		

## Comments

Promotional position, 1 grade up.  
2399.235.420250.111 100% changed FTE from JCW to Supervisor

## Approvals

HUMAN RESOURCES	Kevin Gillen	3/17/26 9:16 AM
FINANCE	JENNIFER JONES	3/17/26 9:32 AM

Commissioners Action  
Approve   Disapprove

Chair	<u>MM</u>	_____
Member	<u>AKM</u>	_____
Member	<u>[Signature]</u>	_____

YELLOWSTONE COUNTY  
PERSONNEL ACTION REPORT

MAR 19 2026

Section 1

Section 1 is to be completed by the initiating department for recommended personnel changes

Name: Madisson Fuson

Effective Date: April 1, 2026

Current Title: Senior Secretary

Gr. \_\_\_\_\_ Salary \$ \_\_\_\_\_

Title Change: N/A

Gr. \_\_\_\_\_ Salary \$ \_\_\_\_\_

Check as Applicable:

Regular Full Time: \_\_\_\_\_

New Hire: \_\_\_\_\_

Regular Part Time: \_\_\_\_\_

Rehire: \_\_\_\_\_

Temp Full Time: \_\_\_\_\_

Termination: \_\_\_\_\_

Temp Part Time: \_\_\_\_\_

Seasonal Hire: \_\_\_\_\_

Promotion: \_\_\_\_\_

Replaces position \_\_\_\_\_

Transfer:  FINANCE.

Name \_\_\_\_\_

New Budgeted Position \_\_\_\_\_

Demotion: \_\_\_\_\_

Other: \_\_\_\_\_

Reclassification: \_\_\_\_\_

Funding: 1000 - III - 410510 - III

Percent 100% New Account \_\_\_\_\_

Percent \_\_\_\_\_ Split Account \_\_\_\_\_

Elected Official/Department Head \_\_\_\_\_

Date \_\_\_\_\_

Section 2

Human Resources: \_\_\_\_\_

Finance: \_\_\_\_\_

Note: \_\_\_\_\_

Note: \_\_\_\_\_

Tom Hiller Director

Jul James Director

1-29-26 Date

1-29-26 Date

H.R. Comments: \_\_\_\_\_

Commissioner's Action

Approve \_\_\_\_\_

Disapprove \_\_\_\_\_

Chair \_\_\_\_\_

Chair MW

Date entered in payroll \_\_\_\_\_

Clerk & Recorder - original

Member MW

Human Resources - canary

Member [Signature]

Auditor - pink

Department - goldenrod

Employer logo

MAR 19 2026

# Hire/Personnel Action Form

## Employee Information

Employee  
Mathew Combs

## Hire Information

Position Details	Hire Req#	Job Type
Deputy Sheriff (Patrol) (MCA) (5045)	202600390	Full-Time Regular
Person ID	Job Class	Pay Rate
64479055	Deputy Sheriff (Patrol) (MCA)	\$32.23
Department	Job Class#	HireDate
Sheriff's Office	5045	4/16/26
Division		
Sheriff Patrol		

## Comments

FUNDING: 2300.132.420150.111 @ 100%  
TRANSFER FROM DETENTION TO DEPUTY  
REPLACES: WILMETH

## Approvals

HUMAN RESOURCES	Kevin Gillen	3/19/26 12:38 PM
FINANCE	JENNIFER JONES	3/19/26 12:39 PM

**Commissioners Action**  
Approve   Disapprove

Chair	<u>  MH  </u>	_____
Member	<u>  MKW  </u>	_____
Member	<u>  [Signature]  </u>	_____

**B.O.C.C. Regular**

**Meeting Date:** 03/24/2026

**Title:** Board Minutes

**Submitted By:** Teri Reitz, Board Clerk

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**TOPIC:**

Board Minutes - Yellowstone Conservation District Board Minutes, MetraPark Advisory Board Minutes

**BACKGROUND:**

See attached.

**RECOMMENDED ACTION:**

Place to file.

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**Attachments**

Yellowstone Conservation District Board Minutes

MetraPark Advisory Board Minutes

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**YELLOWSTONE CONSERVATION DISTRICT**

PO Box 80888, Billings MT 59108 1670 48<sup>th</sup> St. W Suite 2, Billings, MT 59106

Phone: 406.690.9326 email: [ivie@mt.gov](mailto:ivie@mt.gov)

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**YELLOWSTONE CONSERVATION DISTRICT**

**Board Meeting Minutes**

**February 17, 2026**

1670 48<sup>th</sup> St. West Suite #2, Billings MT 59106

1:00 pm

**BOARD MEMBERS PRESENT:** Chad Sedgwick - Chair, Brad Kraft - Vice-Chair, Leroy Gabel (virtually), Jackie Haaland, Bryan Mothershead

**BOARD MEMBERS ABSENT:** Stacey Robinson

**NON-BOARD PRESENT:** LaVerne Ivie - YCD; Crystal White - YCD/PF/NRCS  
Virtually: Anthony Sammantara - Extension; Zoe Craft - NRCS; Veronica Grigaltchik - DNRC;  
Others: Carolyn Siever, YRPA; Don Sasse

**Chair Sedgwick called the meeting to order at 1:00 pm**

**Roll Call** - After the introductions, Chair Sedgwick informed attendees: All issues will be addressed to the Chair; public comments are always welcome but wait until the issue is addressed on the agenda, ask to be recognized by the chair and then limit comments to 3 minutes; no action will be taken on any item not on the agenda.

**Agenda Changes:** None

**Minutes:** Kraft made a motion to approve January 15, 2026, Minutes as written and reviewed, second by Mothershead, motion passed.

**Board member absences:** Mothershead made a motion to approve Stacey Robinson's absence from today's meeting for personal reasons, second by Haaland, motion passed.

**YCD Candidacy Petitions** - YCD has two (2) supervisor positions whose terms expires Dec. 31, 2026. Gabel and Haaland indicated they have submitted their petitions to seek reelection.

**310's**

- **Applications, Emergencies, Complaints & Violations:**
  - **Joy Stevens, Alkali Creek Violation** - No new information from the County Attorney's office.

**Other 310 Issues & Projects**

- **Yellowstone River CD Council** - Gabel thanked YCD on behalf of the Council for drafting a letter of support to the Plank Stewardship Initiative Grant to fund a weed coordinator position. Chair Sedgwick read the draft and called for a motion to sign and send. Kraft made a motion to do so, second by Haaland, motion passed.
- **310 Model Rules Draft ARMS** - The board examined and discussed the proposed changes to the 310 Model Rules and how the changes may impact YCD in issuing 310 permits. Voicing their approval of the inclusion of 'no instream ponds' and not seeing problems with the other proposed wording and/or additions to the Rules, they instructed Ivie to continue to participate with the committee that is overseeing the rule changes.

**BUSINESS MEETING**

- **Old Business** - None
- **New Business**
  - **NRCS/YCD Local Work Group** - Zoe Craft developed a flyer and a questionnaire for this year's LWG meeting and distributed for YCD approval. The Board selected March 17, 2026, as the date to hold the LWG county meeting beginning an hour before the March YCD board meeting.

- **KULR8 TV interview** - Kraft participated in an interview with the local TV station to discuss impacts the dry weather has on irrigated crops and livestock. Kraft gave an upbeat report because currently soil moisture is in great shape. He provided a dryland farmer's contact information to discuss impacts on winter crops.
  - **Realtors Association** - request for YCD to conduct a presentation during a lunch and learn session on June 22, 2026. How irrigation affects the real estate industry is the main topic. Mothershead made a motion to plan the presentation and have YCD be an active participant, second by Haaland motion passed. Sedgwick and Ivie will inquire with a couple of presenters from the last workshop YCD hosted on irrigation to determine their willingness to participate again.
- **Treasurer's Report**
    - **January T-Report:** Kraft made a motion to accept January Treasurer's report as submitted and reviewed, second by Mothershead, motion passed.
    - **Revisit Supervisor Per Diem:** YCD's current policy that has been in effect over 25 years is to reimburse Supervisors for time spent outside of YCD board meetings. The current rate is: \$50 for 4 hrs. or less and \$100 for anything over 4 hrs. Discussion and justification for amending the current policy: Recognizing the Westend Reservoirs takes up a lot of time in addition to the monthly board meetings. Ivie has been keeping track of Supervisor time and paying according to the current policy (tracking dates and hours during the month). It is quite confusing for grant reporting, and a suggestion was made to amend the current policy to apply to the Westend Reservoirs only which is: Supervisor time will be reimbursed at \$50/hr. while conducting Westend Reservoir business outside of a regularly scheduled board meeting. **Board decision:** Kraft made a motion to pay \$50/hr. when YCD Supervisors are conducting business and working on behalf of the Westend Reservoirs, second by Haaland, motion passed unanimously.
    - **Dues & Donations requests:** none
    - **Travel & Meetings:** Haaland, Mothershead and Ivie reported on the Yellowstone County jail tour they along with Robinson attended - Feb. 11<sup>th</sup>. It was eye opening and illustrated Yellowstone County's need to expand the jail.

#### Standing Committee Reports

- **Westend Reservoirs** - no report
- **Pollinator Activities** - Haaland and White
  - **NACD grant** - The pollinator grant White submitted on behalf of the YCD was not chosen as a finalist so therefore not funded.
  - **Pollinator Fair** - June 20, 2026, location Pioneer Park in Billings - YCD is applying for a DNRC education grant and the group discussed what is considered fundable in the current presented budget and workplan with DNRC employee Grigaltchik. Fine tuning the grant to exclude certain elements and include employee salaries and administration would be allowed in grant application. White and Ivie will rework the application and submit it online.
    - YCD liability insurance does not meet Billings Parks & Rec requirements and must be increased to \$1.5 million. Haaland made a motion for YCD to pay an additional \$372 in insurance to meet Billings requirements, second by Kraft motion passed.
    - If YCD is unsuccessful in getting the DNRC grant, YCD will solicit businesses in Yellowstone County to help fund the project. Supervisors and employees will ask businesses for donations.
- **Pollinator planting at Descro Park**, located in the Billings Heights - White is working with Billings Parks and Rec to apply for a DNRC Pollinator grant to increase pollinator habitat in Billings, specifically Descro Park. A draft of the planting plan was presented for YCD review and edits. Edits will be incorporated, DNRC will assist with the overall grant application, and the final grant product will need to be voted on by the YCD board by March 15<sup>th</sup>. There is a considerable amount of detailed planning to be completed before the board can review the overall scope of the project. IF everything works out and the board approves the plan the grant may be considered in a special board conference call by the grant deadline of March 15<sup>th</sup>.
- **School activities:** White is participating in a week-long Stem program for students focusing on Monarch butterflies and Milk Weed plants. She also reached out to St. Francis School and offered to conduct stream table training.

#### Partner/Agency Reports

- **YCD Administrator Report** - sent to Supervisors prior to the meeting.
- **Partner Biologist Report** - White participated throughout the meeting.
- **Army Corps of Engineers** - unable to attend meeting
- **Beartooth RC&D** - no current report
- **DNRC** - CDB report emailed to supervisors

- **Fish, Wildlife & Parks** - unable to attend meeting
- **NRCS** - Zoe Craft provided the following report relative to NRCS Updates:
  - Going forward, Rhonda Mohar CED for Carbon County will be covering Yellowstone County. Stephane Cawley CED for FSA in Yellowstone County took another position with FSA in MA.
  - Local Working Group meeting scheduled for March 17th, 2026.
  - Shane Burton took over as chair for the Bozeman Area Soil Health team, looking to have some field days scheduled across Bozeman area, including Yellowstone County.
  - FY26 Program Applications- Working with applicants to finalize the projects they are applying to pursue. Getting some last-minute field visits completed for folks who signed up closer to the January 15th, 2026, deadline for FY26 funding. We are moving towards our first set of application reviews with our area office.
  - FY27 Program Applications- NRCS is accepting applications for FY27 funding, and starting to put together a list for field visits this Spring/Summer.
  - Regenerative Pilot Program -- Work with NRCS staff, partners, or technical service providers to conduct a whole farm assessment. Use at least one primary regenerative management practice (see list below); and Agree to perform soil health testing in the first and last year of the contract (at a minimum) to establish a starting baseline and to record the resulting changes. Primary practices include: Conservation Crop Rotation (328), Contour Farming (330), Contour Orchard and Other Perennial Crop (331), Cover Crop (340), Drainage Water Management (554), Forage Harvest Management (511), Forest Stand Improvement (666), Irrigation Water Management (449), Mulching (484), Nutrient Management (590), Pest Management Conservation System (595), Grazing Management (528), Residue and Tillage Management, No Till (329), Residue and Tillage Management, Reduced (345), Strip cropping (585)
  - February 2nd-4th, 2026 - Soil Health Symposium - huge success with over 400 attendees
- **Yellowstone County**
  - **Yellowstone County Commissioner** - unable to attend meeting
  - **Yellowstone Co. Extension** - Sammartano reported he is currently receiving lots of questions about how to best care for trees during this warm dry winter. His office is suggesting folks' water on days that reach greater than 40 degrees. He provided Extensions "Winter Injury Guide" for reference and tree care instructions. He will bring copies to YCD's Arbor Day tree giveaway. He also provided a document that has all of the regions upcoming horticulture related classes and workshops (including the YCD's Arbor Day Tree Giveaway) .
  - **Yellowstone Co. Floodplain** - Ronni Tallerico unable to attend meeting
  - **Yellowstone Co. Weed Department** - Joe Lockwood unable to attend meeting but sent the follow report: Yellowstone Co. Weed District will present the Salt Cedar grant to the Noxious Weed Trust Fund next month. He plans to sign a contract with a local company to do targeted drone monitoring on the project.
- **Unscheduled Matters:**
  - **Stage Coach Trail** - YCD received a draft of the three (3) proposed routes being considered for the pedestrian/bike trail that is scheduled to be constructed adjacent to the Zimmerman Trail. Supervisors reviewed but offered no official comments.
- **Public comments** - Carolyn Siever, mentioned YRPA is planning to install a shelterbelt patterning after YCD's Living Snow Fence on Highway 3. She will work with YCD and others to develop a plan.
- **Next YCD Board Meeting** - March 17<sup>th</sup> following the LWG meeting at 1:00 pm
- Kraft motion to adjourn the meeting at 2:40 pm

**MetraPark Advisory Board**  
**Meeting Minutes**  
**March 11, 2026**

**Attendees Include:**

Brian Brown, Jennifer Saylor, George Warmer, Nick Steen, Dana Bishop, Mark Morse, Chris White, Stoney Field, Tim Goodridge, Callie Clark, Cody Reitz, Liz Arlian

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**Nomination of Officers**

The following officers were nominated for the MetraPark Advisory Board:

- **Brian Brown** – President
  - **Jennifer Saylor** – Vice President
  - **George A. Warmer** – Secretary
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**MetraPark Revenue & Expense Methodology**

Stoney Field provided an overview of MetraPark’s funding and expenditure procedures. The discussion included the challenges associated with projecting revenues, particularly due to variables such as concert scheduling, timing of tours, and potential cancellations. The role of contingency funds in managing shortfalls and stabilizing operations was also reviewed.

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**Promotions Overview**

Board members received an overview of the concert and promotions business, including the timing of negotiations with touring acts and promoters. Discussion also included the strengths and limitations of the MetraPark venue compared with other venues across Montana.

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**Montana Fair**

The Montana Fair was highlighted as the signature self-funded program of MetraPark and its **largest annual revenue generator**. Its importance to the financial stability and ongoing success of MetraPark operations was emphasized.

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## **Tour Settlements vs. Promoter Settlements**

The board reviewed the distinction between **tour settlements and promoter settlements**, including the differing financial structures associated with events, promoter rentals, and artist agreements.

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## **Advisory Board Focus Areas**

### **Relationships, Communication, and Teamwork**

The Advisory Board discussed the importance of:

- Building strong relationships with **MetraPark staff, county commissioners, and the public** to strengthen overall performance and support of MetraPark.
- Communicating **priority information to the public in a timely manner**. One example discussed was the availability of **three Skyboxes now available for rent** and their potential impact on increasing overall revenue.
- Maintaining strong **teamwork among all stakeholders** to increase revenue, manage expenses, and ensure that MetraPark continues to offer **affordability, value, and public access**.

Respectfully submitted by George A. Warmer