Howard Heights / Dickie Park
Master Plan
December 15, 2008
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A: District Boundary Map - Existing Park Maintenance District
B: Budgetary cost estimate
C: Meeting minutes from both public meetings
D: Master Park Plan

ACKNOWLEDGEMENTS

Landscape Architect/Public Facilitation
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Billings, Montana 59101

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Billings, Montana 59102

City of Billings Parks, Recreation and Public Lands
Gene Blackwell, Acting Director
Mark Jarvis, ASLA, Park Planner

City of Billings, Public Works, Engineering Department
Travis Harris, Engineer

Location and History
Howard Heights/Dickie Park is a 4 acre park located in the SW ¼, SW ¼ and the SE ¼, SW ¼ of Section 22-T1N, R26E in the Howard Heights subdivision within the Heights neighborhood of Billings. The park is bordered by two local streets: Shamrock Lane to the south and west, Shamrock Circle to the north and BBWA Canal to the east. Currently, Shamrock Lane on the south side of the park is not a complete street lacking curb and gutter as well as pavement.

The property for Dickie Park was acquired through the subdivision land dedication process from Mr. Frank J. Harris in January of 1961 when Heights View subdivision was being created. The land is presently considered City Park land. To date, Howard Heights/Dickie Park has not been developed and there is no current master plan on record.

The need for a master plan arose as the surrounding neighborhood has seen tremendous growth and housing infill. As a result, the stormwater runoff along streets has increased causing localized flooding and ponding. In 2005, the City of Billings Engineering Department commissioned Interstate Engineering, Inc. to provide overall analysis and design solutions for managing stormwater runoff. As a part of the design solution, the park land will need to accommodate stormwater holding capacity. Because no master plan was on record allowing for this use, one needed to be completed as per City policy.

Parkland Improvements

In the Parks 2020 Master Plan, Framework A, “Essential Recreation Park Land,” Diagram 3, identifies this area as a neighborhood park that is in need for development. According to the diagram, a “Neighborhood Park” has a service area of ½ mile radius and the typical size is 10-20 acres. The projected user groups are neighborhood residents and subdivision residents. The design standards include open lawn areas, a playground, youth sports fields, picnic grounds with shelters and special recreation facilities.

Currently the construction of a detention pond within Howard Heights/Dickie Park is scheduled for the spring of 2007. The purpose of this detention pond is to address stormwater issues and the capacity to hold stormwater up to a 10-year storm before spilling into the BBWA Canal. Currently the park acts as a retention pond, with the capabilities to hold stormwater up to a 2-year storm before spilling into the BBWA Canal. With the construction of the detention pond, Howard Heights/Dickie Park will become a multifunctional park and will be in compliance with the Parks 2020 Master Plan.

Public Process

According to the City of Billings Park Master Plan Policy, two public meetings were held that discussed the development of the master plan. Because the need for this plan arose from a neighborhood stormwater improvement project, the agendas for the public meetings included both projects. A property listing boundary was determined by both the City Engineering and Parks Department. This listing included 539 names and addresses of property owners. Each of the listings received notification for the public meetings through a postcard sent through the mail. In addition, public announcements were sent to the Billings Times and Billings Gazette. The Billings Gazette (Heights Edition) produced stories about each of the meetings.

Public Meeting #1
The first public meeting was held on March 16, 2006 at 7:00 PM at the Heights Baptist Church. Sign-in sheets indicate that 44 people attended the meeting. The agenda included the introduction of the project team, background information on the project, stormwater issues and work completed to date, park issues and a verbal Q&A session. Written feedback included a handout to identify locations of issues with stormwater drainage and activities for consideration on park lands.

Of the 40 plus handouts distributed, the project team received only three responses relating to the park master plan. Of the three responses, the following activities and plan considerations were identified:

<table>
<thead>
<tr>
<th>Support Facilities</th>
<th>Vegetation Considerations</th>
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<tbody>
<tr>
<td>Site Lighting (at access points only) – (1 response)</td>
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<tr>
<td>Picnic Shelters – (2 responses)</td>
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<td>Picnic Tables – (2 responses)</td>
<td>Evergreen Trees – (1 response)</td>
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<td>Shrubs – (1 response)</td>
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<td>Wildflowers – (2 responses)</td>
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<tr>
<td></td>
<td>Irrigated Lawns – (2 responses)</td>
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<tr>
<td></td>
<td>Native Meadows – (1 response)</td>
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<table>
<thead>
<tr>
<th>Corridor Activities</th>
<th>Wildlife Considerations</th>
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<tr>
<td>Walking – (1 response)</td>
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</tr>
<tr>
<td>Running/Jogging – (1 response)</td>
<td>Antelope – (1 response)</td>
</tr>
<tr>
<td>Fitness Courses – (1 response)</td>
<td>Birds – (1 response)</td>
</tr>
</tbody>
</table>

A copy of the meeting minutes is included in the appendix.

**Public Meeting #2**

The second public meeting was held on September 21, 2006 at 7:00 PM at the Heights Baptist Church. Sign-in sheets indicate that 30 people attended. The agenda included a reintroduction of the project team and background information. A review of the stormwater problem areas identified as well as the proposed solutions and a discussion of the recent rainfall events. In addition, the final draft park master plan was presented for review and feedback. Phasing and budget considerations were discussed for both pieces of the project and the meeting ended with verbal Q&A and written feedback.

Postcards were distributed to attendees. Again, only three responses were received. All three responses did relate to the park development.

1a. “Need to do something about the stormwater drainage with mosquito’s”
1b. “Need to spray until this park is completed for mosquito’s”
2a. “Not in favor of this project in Dickie Park”
2b. “Please do not have meetings at a church.”
3a. “Do not make Shamrock a thru street, it will be 60 mph!”
3c. “Put the bikeway over by the canal, not next to personal property where conflicts erupt.”
3d. “Have less slope on the west banks next to personal property.”
3e. “Move the pond closer to the canal & put the bike path over there.”
Individual Elements in the Park Development

Pedestrian Circulation System (Bike Path)
The bicycle trail will be a 10’ wide standard concrete surface with exception of north segment, which is only 8’ wide because of spatial constraints. The concrete trail will meet the regulations set forth in the City of Billings “Design Standards, Trails and Bikeways”. The bike path will meander through the site from the southeast corner to the northwest corner, following the western edge of the detention pond.

Bike Rack
A bike rack is suggested for the park which should be located near the shelter to accommodate traffic that will come through the bike trail system. The image to the right shows a hooped bike rack. The hooped bike rack that will be placed at Howard Heights/Dickie Park will secure a total of 6 bikes. Finish and color should be consistent with other site amenities.

Picnic Shelter
A picnic area will be located on the east side of the playground. It will include a lawn space with picnic tables, both shade, ornamental, and evergreen trees along with a picnic shelter. The shelter will provide a covered space in inclement weather or for gatherings. It is estimated to be a basic 20’ x 20’ structure on a concrete pad. Additional seating or tables will be offered under the shelter. There will also be a standard concrete sidewalk connecting the shelter to both the playground and the main pedestrian path. A sample shelter is pictured to the right.

Site Furniture
Consistency will be important when choosing the site furnishings for this park (including benches and picnic tables). All furnishings should be both durable and functional, at the same time adding to the overall appearance of the park. Suggested length for benches would be a minimum of six feet made of a powder-coated metal. Howard Heights/Dickie Park will offer at least one handicap accessible picnic table. Trash receptacles will be provided by the Parks Department. Color and finish should be consistent with other site amenities.

Play Area Surface
An engineered, shredded wood fiber is suggested in lieu of wood chips or other surfaces for the recommended play area (detailed below). Fiber Systems makes a product that
is ADA compliant and outperforms wood chips for this use. This will provide a safe, durable surface for all park users. Alternatively, rubber surfacing may be considered for transfer points in and around the equipment.

**Playground**
The park will include a 5-12 year old playground. The surface will be surrounded by a thickened edge sidewalk, providing ADA accessibility and helping to retain the surfacing. Total square footage for the area will be approximately 1250 square feet. Recommended play features would include various slides, bridges, climbers, and different height platforms/stations to provide maximum appeal for the target group. Playworld Systems® offers an option (model PFS-610 Challengers) which is suitable for the 5-12 year old audience with 18 different play events and the capacity to hold up to 56 children. The model complies with all current safety certifications, as well as requirements under the Accessibility Guidelines for Play Areas. The many components which comprise this system are sure to draw a large user group. The image to the right shows an example of the recommended play system.

**Deciduous Trees**
The vegetation in all of the park lands will be quality nursery stock. Boulevard trees will be limited to deciduous shade trees. Exact tree species will be detailed as part of the construction documents and approved by the City Forester. Boulevard trees will contain several different species to avoid a monoculture.

As a design element, two sets of aspen groves will be planted along the bike path. The aspen are a water-loving plant species, which will thrive next to a detention pond. In addition, the groves will provide a unique passage to bicycle through along the route.

**Ornamental Trees**
Smaller, ornamental trees add interest to the landscape by having significant flowering capabilities, ornamental fruit or interesting bark. Ornamental trees are placed at trail intersections or other areas of public use. Trees with fruits will be located away from sidewalks and trails. Both shade and ornamental trees are usually measured by their caliper and come in either balled and burlapped (B&B) or container root systems. The minimum recommended size for the shade trees is 1-1/2 inch caliper, although 2 inch caliper is desired. These sizes are the most readily available, are less susceptible to vandalism, and provide a more mature tree.

**Coniferous Trees**
Coniferous (evergreen) trees add winter interest to the landscape in addition to providing valuable screening and wind buffering capabilities. Evergreen trees are placed periodically
throughout the site and will be planted to accommodate the future mature growth that does not block walkways. Evergreen trees should have a minimum of 3 feet in height.

Lawn Areas
The stormwater improvement project slated for 2007 will include construction at Howard Heights/Dickie Park. The City of Billings will regrade the park and reclaim the improvements with a native seed mix. Upon implementation of the Park Master Plan the recommended seed mix (detailed below) will be utilized.

When the Park Master Plan is implemented, an “overseed” mix will be placed upon the existing lawn to provide for irrigation and a more durable play surface. One pound of overseed will cover between 200-300 square feet.

Recommended Irrigated Lawn Mix, proportioned by weight as follows:
60 percent Kentucky Bluegrass
20 percent Creeping Red Fescue
20 percent Dandy or Delaware Perennial Ryegrass

The native lawn mix, located around the park and in the detention pond, will incorporate various desirable species which will allow for both clump and rhizome species development. In addition, these species are adaptable to infrequent immersion that a detention pond will create.

Recommended Native Lawn Mix, proportioned by weight as follows:
30 percent Sodar Streambank Wheatgrass
30 percent Rosana Western Wheatgrass
20 percent Scaldis Hard Fescue
20 percent Delaware Perennial Ryegrass

Irrigation System
The improved park area will have an automatic irrigation system. The irrigation system shall comply with the City of Billings’ Parks Department requirements for Maxicom Central Controls. A 35 GPM well may be drilled to irrigate the park. However, domestic, potable water provided by the City of Billings may be a source for irrigation as well. It should be noted that no surface water rights from the canal are available for park irrigation.

Cost Estimate
Attached is the budgetary cost estimate for the Howard Heights/Dickie Park. The estimate total is $413,516. In order to implement the plan, the Howard Heights and Heights View Subdivisions and portions of other adjacent subdivisions that would be benefited by development of the park will be included in a Subdivision Improvement District (SID) to develop the park. The current Park Maintenance District (PMD) will be expanded to include these areas as well. Residents within the benefited area will be assessed through the SID that may be based on a (square footage) allocation through their property taxes. The City’s Capital Improvement Plan (CIP) and grant money may be sought after to help offset the costs of some of the amenities of value to a neighborhood park.
APPENDIX
RESOLUTION NO. 02-17787

A RESOLUTION DECLARING IT TO BE THE INTENTION OF THE CITY COUNCIL TO CREATE AN EXTENDED SPECIAL IMPROVEMENT MAINTENANCE DISTRICT FOR THE PURPOSE OF MAINTAINING THE STORM DETENTION FACILITIES ON THE PUBLIC PARK, AND LOT 1, BLOCK 3 OF HOWARD HEIGHTS SUBDIVISION, INSTALLED AS PART OF PRIVATE CONTRACT NO. 421.

BE IT RESOLVED by the City Council of the City of Billings (the "City"), Montana, as follows:

Section 1. Proposed Extended Park Maintenance District; Intention To Create Park Maintenance District. The City proposes to maintain certain park improvements to benefit certain property located in the City of Billings, Montana. The Improvements consist of storm detention facilities located in the Public Park, and Lot 1, Block 3 of Howard Heights Subdivision installed as part of Private Contract No. 421, as more particularly described in Section 5. It is the intention of the Billings City Council to create and establish in the City under Montana Code annotated, Title 7, Chapter 12, Parts 41 and 42, as amended, a park maintenance district (the "Park Maintenance District") for the purpose of financing the maintenance costs for the park landscaping and other improvements portion of the improvements made in Private Contract No. 421. The estimated annual costs for the maintenance of the park improvements to be set by Resolution of the Council each year.

Section 2. Number of District. The District, if the same shall be created and established, shall be known and designated as the Extended Park Maintenance District No. 4015 of the City of Billings, Montana.

Section 3. Boundaries of District. The limits and boundaries of the District are depicted on a map attached as "Exhibit A" hereto (which is hereby incorporated herein and made a part hereof) and more particularly described on "Exhibit B" hereto (which is hereby incorporated herein and made a part hereof), which boundaries are designated and confirmed as the boundaries of the District. A listing of each of the properties in the District is shown on "Exhibit C" hereto.

Section 4. Benefited Property. The District and territory included within the limits and boundaries described in Section 3 and as shown on Exhibits "A" and "C" are hereby declared to be the Extended Park Maintenance District and the territory which will benefit and be benefited by the maintenance of the Private Contract No. 421 Park Improvements, and will be assessed for a portion of the costs of the maintenance as described in Section 1.

Section 5. General Character of the Improvements to be Maintained. The general character of the Improvements to be maintained is as follows: two storm detention basins and other storm improvements installed as part of Private Contract No. 421.

Section 6. Assessment Methods; Property To Be Assessed. All properties within the District are to be assessed for a portion of the costs of maintaining the Private Contract No. 421 Park Improvements, as specified herein. The costs of maintaining the Improvements shall be assessed against the property in the District benefiting from the Private Contract No. 421 Park Improvements. All lots or parcel of land within the district will be assessed equally.

Section 7. Assessable Area. All properties in the District will be assessed for their proportionate share of the costs of maintaining the Private Contract No. 421 Park Improvements. The total number of lots in the District to be assessed is 82 lots. The costs of maintaining the Improvements per lot for the first year shall be $18.30 per lot as shown in Exhibit "D" (which is hereby incorporated herein and made a part hereof).

Section 8. Payment of Assessments. The assessments for the costs of maintaining the Private Contract No. 421 Park Improvements shall be payable, as prescribed in Section 7-12-4162 through 7-12-4165, M.C.A.

Section 9. Public Hearing; Protests. At any time within fifteen (15) days from and after the date of the first publication of the notice of the passage and approval of this resolution, any owner of
EXHIBIT “A”

DISTRICT BOUNDARY MAP
SPECIAL IMPROVEMENT MAINTENANCE DISTRICT No. 4015

P-421, HOWARD HEIGHTS SUBDIVISION
EXTENDED PARK MAINTENANCE DISTRICT
EXHIBIT “B”

BOUNDARY DESCRIPTION
SPECIAL IMPROVEMENT MAINTENANCE DISTRICT No. 4015

P-421, HOWARD HEIGHTS SUBDIVISION
EXTENDED PARK MAINTENANCE DISTRICT

Meets and Bounds Description:

Beginning at a point which is the southwest corner of Section 22, T.1N., R.26E., P.M.M.; Thence from said point of beginning N00 11 04’ along the west line of said section a distance 2469.90 feet;
Thence S89 38 40’ E a distance of 312.40 feet; Thence S28 47 40’ E a distance of 409.30 feet;
Thence S06 59 00’ W a distance of 272.00 feet; Thence S39 47 20’ E a distance of 399.00 feet;
Thence S14 20 40’ E a distance 226.20 feet; Thence N89 49 00’ a distance of 124.50 feet;
Thence S00 14 00’ W a distance of 323.49 feet; Thence S89 27 00’ E a distance of 61.61 feet;
Thence S00 33 00’ W a distance of 960.04 feet; Thence N89 27 00’ W a distance of 58.30 feet;
Thence S00 14 00’ W a distance of 30.00 feet to the south line of Section 22, T.1N., R.26E.;
Thence N89 27 00’ W along the south line of said section a distance of 653.43 feet to the point of beginning, said tract to be known and designated as Howard Heights Subdivision and the lands included in all streets, park, and public rights-of-way shown on the annexed plat and hereby granted and donated to the use of the public forever.
October 1, 2001

Ali Schmoker
City of Billings
Department of Parks, Recreation & Public Lands
P.O. Box 1178
Billings, MT 59103

RE: OWNERSHIP REPORT
Our File # 3-77417

At your request, we have searched our tract indices derived from the records of Yellowstone County, Montana, to determine the record owners and contract purchasers if any, of the hereinafter described real property; as of September 18, 2001, we report as follows on the attached pages.

This is not a title report and no examination of the title to the premises herein described has been made. For this reason, no liability is assumed hereunder, and the Company will not be responsible for errors or omissions contained herein.

Sincerely,

AMERICAN TITLE AND ESCROW

BY:

Susan M. Laue

Enclosure/s
TAX CODE: A20654
MAILING ADDRESS: 1925 Grand Ave.
Billings, MT 59102
DESCRIPTION: Lot 2, Block 2, of Howard Heights Subdivision, in the City of Billings, Yellowstone County, Montana, according to the official plat on file in the office of the Clerk and Recorder of said County, under Document #916726.

5. RECORD OWNER(S): CMYL, Inc., a corporation
TAX CODE: A20655(Lot3), A20657(Lot5), A20658(Lot6), A20659(Lot7), A20661(Lot9), A20662(Lot10), A20663(Lot11), A20664(Lot12), A20665(Lot13), A20666(Lot 14), A20667(Lot15), A20668(Lot16), A20669(Lot17), A20670(Lot18), A20671(Lot19), A20672(Lot20), A20673(Lot21), A20674(Lot22), A20675(Lot23), A20676(Lot24)
MAILING ADDRESS: 523 Winter Park Drive
Billings, MT 59102-6357
DESCRIPTION: Lots 3, 5, 6, 7, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23 and 24, Block 2, of Howard Heights Subdivision, in the City of Billings, Yellowstone County, Montana, according to the official plat on file in the office of the Clerk and Recorder of said County, under Document #916726.

6. RECORD OWNER(S): David D. Scanson and Marcell A. Scanson
TAX CODE: A20656
MAILING ADDRESS: 940 Shamrock Lane
Billings, MT 59105
DESCRIPTION: Lot 4, Block 2, of Howard Heights Subdivision, in the City of Billings, Yellowstone County, Montana, according to the official plat on file in the office of the Clerk and Recorder of said County, under Document #916726.

7. RECORD OWNER(S): Art Schanz and Rachel Schanz
TAX CODE: A20660
and Recorder of said County, under Document #916726.

11. RECORD OWNER(S): Donald L. Horak and Brenda K. Horak  
    TAX CODE: A20684  
    MAILING ADDRESS: 943 Shamrock Lane  
                      Billings, MT 59102  
    DESCRIPTION: Lot 4, Block 3, of Howard Heights Subdivision, in the City of Billings, Yellowstone County, Montana, according to the official plat on file in the office of the Clerk and Recorder of said County, under Document #916726.

12. RECORD OWNER(S): Stephen O’Brien and Patricia O’Brien  
    TAX CODE: A20685  
    MAILING ADDRESS: PO Box 192  
                     Musselshell, MT 59059  
    DESCRIPTION: Lot 5, Block 3, of Howard Heights Subdivision, in the City of Billings, Yellowstone County, Montana, according to the official plat on file in the office of the Clerk and Recorder of said County, under Document #916726.

13. RECORD OWNER(S): Tom J. Madden and James M. Gusman  
    TAX CODE: A20688  
    MAILING ADDRESS: 3502 Flamingo Way  
                      Billings, MT 59106  
    DESCRIPTION: Lot 8, Block 3, of Howard Heights Subdivision, in the City of Billings, Yellowstone County, Montana, according to the official plat on file in the office of the Clerk and Recorder of said County, under Document #916726.

14. RECORD OWNER(S): C. Jay Larson, Natalie K. Larson and Carol Larson  
    TAX CODE: A20690(Lot1), A20691(Lot2), A20692(Lot3), A20693(Lot4), A20694(Lot5), A20695(Lot6), A20696(Lot7), A20697(Lot8), A20698(Lot9), A20699(Lot10), A20700(Lot11), A20701(Lot12),
in the City of Billings, Yellowstone County, Montana, according to the official plat on file in the office of the Clerk and Recorder of said County, under Document #915726.

End of Report
4. **Total assessment area is as follows:**

*Plat of Howard Heights Subdivision*

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<th>Lot Area (SF)</th>
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Lot 13  10,576
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Lot 15  12,213
Lot 16  10,750
Lot 17  13,317
Lot 18  10,019
Lot 19  10,146
Lot 20  10,556
Lot 21  10,450
Lot 22  10,450

Total Assessment Area in Park Maintenance District: 1,085,550 SF
                                                24.92 ACRES

Total Number of Lots in Park Maintenance District: 82 Lots

5. Estimated annual maintenance assessment per lot for the first year:

      Cost per lot = $1,501 / 82 Lots = $18.30 / Lot
## BUDGETARY COST ESTIMATE

**Project:** Howard Heights/Dickie Park  
**Phase:** Final Draft Master Plan  
**Date:** September 21, 2006  
**Prepared By:** Peaks to Plains Design PC

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<th>ITEM</th>
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<th>UNIT COST</th>
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<td>EA</td>
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<td>$ 1,575</td>
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**SUBTOTAL** $284,252

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<td>PROFESSIONAL FEES</td>
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**TOTAL** $413,516
HOWARD HEIGHTS STORM DRAIN AND PARK MASTER PLAN

Public Meeting #1
March 16, 2006 - 7pm

MEETING MINUTES

- Travis Harris, of the Billings’ City Engineer’s Office, opened the meeting at 7:05pm.
- Introductions were made of the planning team;
  - Chuck Strum, Interstate Engineering
  - Jolene Rieck, Peaks to Plains Design PC
  - Mark Jarvis, City of Billings PRPL
  - Gene Blackwell, City of Billings PRPL
- Goals of meeting (Travis)
  1. to inform those present of what this project involves
  2. to get input on concerns attendees have about drainage issues in their neighborhoods
  3. to share the ideas about the Howard Heights/Dickie Park master plan
- Background Info (Chuck)
  - There is a lack of underground drainage present in this area of the heights
  - The West Heights Storm Drain master plan identified the major drainage needs in the west part of the Heights, including the area being discussed tonight
  - Part of what residents can help with is trying to identify best location for catch basins which will collect water for storm sewer lines; encourage attendees to mark trouble spots on map with pins
  - The current storm sewer ends on Hilltop, just west of the BBWA canal (54” pipe)
- Proposed Solutions (Chuck)
  - Will use part of Howard Heights/Dickie Parks as a detention pond; capacity will be around 8.5 acre feet of water
  - Because of this, it was decided to create a master plan for the rest of the park area to integrate the uses
  - If we piped all storm water from area, would need to upsize all pipe to 72” all the way back to the Yellowstone River; instead, with using the detention pond, they can run two 36” pipes out of the pond to join in to main line
  - Currently, water just sits in low spots and eventually soaks in to ground; with new plan, water would be piped under the park area and pond; pond would only fill in large storm events, then quickly (within 12-24 hours) be piped out of the area, once downstream capacity was no longer overwhelmed
  - Project would include installation of nearly 7500 linear feet of storm sewer under existing streets (exhibit provided with proposed routes)
  - 2-10 year storm events would be taken care of completely underground
  - Also planning for 100 year events; water would collect in above-ground pond during these; want to ensure there would be no damage to existing structures during these sizeable events however
  - Project will be built in an estimated two phases, due to large cost of project (estimated $650,000-$1 million total); will be a multi-year project
- Park Master Plan (Jolene)
  - Two park areas both part of same land mass: Dickie Park, just over 1 acre, dedicated around 1972 as part of a subdivision park dedication; Howard Heights Park to the north, just over 3 acres, dedicated in the mid to late 1990’s
  - City of Billings has an outlined park master plan process (provided at meeting for reference) which includes identifying needs and constraints of area, drafting a preliminary plan,
conducting public meeting, getting approval from PRPL; approval does not mean implementation, just gives a basic guideline for future development

- Although there are many things that can be placed in a park, due to smaller area with these parks, appropriate uses/amenities may include playground, picnic shelter, benches, trails, picnic tables
- Along with construction of detention pond in Howard Heights Park, seeding and earthwork will be done; any work beyond that will come at a later date (Parks usually likes public to come to them to start master plan implementation since there will be a cost assessed in some way to residents in the area of the park for maintenance)

Open Question and Answer session

Q: What will be the general design of the detention/holding pond?
A: Will be an excavated site with sloped sides (no greater than 4:1); total depth from park elevation to bottom of pond will be 5'-8' deep; slope in bottom of pond will be around 2% - all area traversable by mowers; will be manholes in bottom of pond which will allow water being piped through to bubble up into pond when water is trying to leave system too fast; this prevents the current system from being overwhelmed during large events; site will look like a typical park with irrigated lawn, trees, etc.

Q: What will happen to current pond?
A: Current pond is not on city property; plan to have it backfilled (possibly developed; that is up to land owner); project would route water around this area and to the new pond

Q: Residents on Shamrock irrigate from BBWA Canal; their irrigation lines run under the road where the storm sewer lines would be installed; will this project affect their ability to get water?
A: Because this is a retrofit project, it will be very important to identify current utilities and not disturb/affect them; storm sewer line will be much deeper than the irrigation lines are; will be no interruption to irrigation

Q: Is the detention pond set in stone, or can that be changed?
A: Without the pond, they would need to upgrade all storm sewer from Yellowstone River up to Hilltop to a 72" line; the pond will help preserve some capacity in Heights’ storm sewer for other areas of the Heights; there will rarely be standing water in the pond (only during large storm events, maybe 1-2 times a year, and probably for a max. of 24 hours only)

Q: On proposed plan there is nothing shown for Garnet Ave.; can that change?
A: There is only curb and gutter on one side on the street which makes installing catch basins difficult; possibility to place a valley gutter at intersection of Garnet and Hilltop to catch water before running down Garnet

Q: There is a low spot north of the (Heights Baptist) church that often has standing water; can that be amended with project?
A: This is on private property; commercial uses have to deal with their storm water on site and this is how church has decided to take care of this (with above-ground storage)

Q: There is a lot of water that runs from Governors onto Aronson; looks like this project does not pick up water from Aronson until Stewart, so it will not help with the problem?
A: That issue will be dealt with in a separate project; it is outside of the bounds of the Howard Heights project
Q: What will be done first with the project?
A: Plan to start Phase 1 this summer; will work from bottom up, connecting to existing line at Hilltop, extending to Nutter; excavation of detention pond/ seeding in park area; next phase will skip a year and tentatively be built summer ’08

Q: Where will funding come from?
A: There is a Storm Drain Fund for the city; this project will use up most of that money for next 5 years (small fund); some money from gas tax; there are no plans to assess the residents an additional tax for the storm drain project

Q: Project timeline?
A: Hope to have design finished by June this year and get it out to bid; have Phase 1 built by end of summer

Q: What about mosquitos? Can they spray to prevent them?
A: Don’t know what regulations are for spraying; with new detention pond, it will be designed to drain quickly, thus reducing the chances for mosquitos to breed

❖ Other Comments/ Issues
- Water from Norris and White draining onto Nutter and into yards; may need to put in non-standard inlets along Nutter due to road design and needs
- Intersection of Shamrock and Agate is trouble spot
- Concern that proposed pipe size will not handle all the water
- Shamrock Court has many issues
- Will be another public meeting in early summer to present final plan

❖ Meeting adjourned; encouraged people to stick around and talk with project team about individual concerns or to fill out comment sheets

The above listed notes constitute the understanding by Allison Adams of Peaks to Plains Design, P.C. of the contents of the meeting. Please advise the preparer, in writing, of any errors or omissions.

Prepared by: Peaks to Plains Design, P.C. Reviewed and Agreed to by: Interstate Engineering
Name: Allison Adams Chuck Strum
Cc: City of Billings
Travis Harris

MEETING ATTENDEES

<table>
<thead>
<tr>
<th>Name</th>
<th>Address/Company</th>
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<tr>
<td>Cal Lueck</td>
<td>241 Hilltop</td>
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<tr>
<td>Alex Tommerup</td>
<td>120 Erickson</td>
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<td>Doug Egan</td>
<td>122 White Circle</td>
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4) Brad Knutson    927 Shamrock
5) Jan Knutson     927 Shamrock
6) Dan Tilton      936 Shamrock
7) Dennis Himmelberger 233 Swords Lane
8) Missy Jones     841 Agate
9) Wes Davis       Heights Baptist Church/ 92 Skyline
10) Gloria Lueck   817 Agate
11) Orville Holt   104 W. Hilltop
12) Joy Stevens    City Council
13) Richard Schueler 1040 Nutter
14) Leo Urlacher   87 Aster Circle
15) Jim Wallman    133 W. Hilltop
16) Lyla Wallman   133 W. Hilltop
17) Randy Pearson  1033 Aronson
18) Jeanne Pearson 1033 Aronson
19) Carla Ova      69 Shamrock
20) Gordon Dewey   874 Sapphire
21) Wade King      45 Shamrock Ct.
22) Arden Newman   817 Garnet
23) Gary Warren    923 Shamrock
24) Stan Newton    835 Agate
25) Margaret Hofacker 1029 Nutter
26) Debbie Ramirez 819 Shamrock
27) Mark Olsen     849 Garnet
28) Dean Kile      846 Agate
29) Mike Schmidt   60 Jonquil Circle
30) Koltermen      1049 Nutter
31) Dan Jones      1121 Nutter
32) Linda Jones    1121 Nutter
33) Lois Thacker   1131 Nutter
34) Ben Sumida     172 Erickson Ct. S
35) Alta Sumida    172 Erickson Ct. S
36) Peter Wright   910 Aronson
37) Eileen Wright  910 Aronson
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<tr>
<td>38)</td>
<td>Scottie Strecker</td>
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<td>Richard Steel</td>
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<td>Marcie Scanson</td>
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<td>48)</td>
<td>Travis Harris</td>
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<td>Chuck Strum</td>
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<td>50)</td>
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<td>52)</td>
<td>Jolene Rieck</td>
<td>Peaks to Plains Design PC</td>
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<tr>
<td>53)</td>
<td>Allison Adams</td>
<td>Peaks to Plains Design PC</td>
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Howard Heights/Dickie Park Master Plan

Howard Heights Storm Drain and Park Master Plan
Public Meeting #2
September 21, 2006-7pm

MEETING MINUTES

Introductions:
Travis Harris of the City of Billings opened the meeting at 7:07 PM. Travis briefly introduced the project, and then introduced the project team.
Introductions were made of the planning team:
   Chuck Strum, Interstate Engineering, Inc.
   Jolene Rieck, Peaks to Plains Design PC
   Travis Harris, City of Billings, City Engineering Office
   Mark Jarvis, City of Billings, Parks, Recreation & Public Lands

Goals of the Meeting: (Chuck)
1. To inform the local community of Howard Heights the current status of the storm water drain project taking place within their neighborhood.
2. To receive feedback on the Howard Heights/Dickie Park Master Plan.

Public Presentation: (Chuck)
Howard Heights Storm Drain Improvements W.O. 05-15
(see enclosed power point presentation)
- Meeting Agenda
- Introduction of the project team
- Introduction of the project
- Stormwater Issues & Work Completed to Date
  - Problem areas previously identified & solutions developed
  - Discussion of recent rainfall events
- Presentation of Final Draft Park Master Plan (Jolene)
- Phasing & Budget Issues (Chuck & Travis)
- Verbal Q & A and/or written feedback

Question & Answer (open forum):
Q. Where does the money come from to fund the storm water drain project?
A. Part of the City of Billings Budget and it is money that has already been approved for the project. The project will extend as far as the $400,000 will take it, then the project will sit dormant for 1 year until the funding is available to finish the project.

Q. At the last meeting it was said that construction would start in August of 2006?
A. (Travis) That is correct, but there were unexpected setbacks and utility issues.

Q. How far will the 1st year of construction take us?
A. (Travis) We will make it to the detention pond and as far as we can get upstream. We will work and try to accomplish as much as possible but all depends upon the bid and construction costs.
Q. I am not going to see relief for 3 years?
A. (Chuck) That depends on where you live and how far the money for the cost of construction will take the project. The more money available the more of the project can be completed within the first year.

Q. Is that money related to the park?
A. (Travis) No.
Comment: Then we don’t want the park.

Q. What do we get?
A. (Travis) Storm drain, which again will take a matter of 3 years.

Q. Have we exhausted the monies for this year?
A. (Travis) No the money is rolled over and we hope to start construction this fall.

Q. When do we get bids out?
A. (Chuck) The goal is within a month, but the bid process take a few weeks.

Q. I have lived in my house on Nutter for 32 years. What has happened to my tax money?
A. (Travis) Those taxes are used city wide, some of that money was used along Nutter Blvd. but there is no formal record of where that tax money went. Some of that money goes into maintenance of existing storm drain facilities.

Q. When do you anticipate tearing up Nutter?
A. (Chuck) This winter but again that all depends on whether the bids allow for the funding of the project to that area.

Q. Will they repair the hole or will they leave it when money runs out?
A. (Chuck) They will not leave it; the road will have a gravel surface and be drivable until the weather conditions allow for paving.

Q. How big are the pipes?
A. (Chuck) They range from 12” to 60” with the majority being 24-36”

Q. What is your time schedule and when do you plan on digging a hole?
(Comment): It is already October and you have to finish construction plans, send this out to bid, which takes a few weeks, now we are into November, and you say that you’re going to dig a hole on Hilltop this winter. That is not going to happen.
A. (Chuck) Yes you are correct we do have to finish a few things, as far as the construction documents we are just crossing our t’s and dotting our i’s. The project team is just trying to think optimistically in getting the construction of the project started.

Q. Are you going to build curb and gutter?
A. (Chuck) No new curb and gutter would be constructed as a part of this project. This project would, however, replace the existing curb and gutter that would be impacted by construction.
Q. When the city approves a development, does it have a storm water plan engineered in?
A. (Travis) Yes, but this particular development was annexed in from the county, and this development never had to go through the requirements that are mandatory today.

Q. What is going to happen to the small pond on the south side of Shamrock?
A. (Chuck & Travis) That pond is located on a private lot. It will be filled in with excavated soil from the detention pond. Someone owns that lot and when it is filled-in, essentially it will be a build able lot.

Q. Dike on the canal side how high will it be?
A. (Chuck) It will not get any higher as it will remain at the existing height.

Q. Is the cost of the park figured into this storm water plan, and if not, how is the money raised?
A. (Chuck & Jolene) No, the cost of the park is not figured into the storm water plan, the $414,000 cost is for the park development above and beyond the storm water project. The way to receive this money is through an Special Improvement District (SID). In order for a park SID to be created, the residents need to go to the city and ask for it.

Q. What area is involved in the SID?
A. (Mark) The parks department has to take a close look at the potential neighborhoods involved and conduct and analysis to determine which neighborhoods will benefit from the park itself. With this analysis, they will determine which neighborhoods will be involved. It will be up to the people of the neighborhood to try to involve the surrounding neighborhoods as appropriate because the more people involved the less assessment each property has to pay. Mark gave out some rough figures based on averages of the Howard Heights development.

Q. How do you pay for an SID?
A. (Mark) There are three options:
   1. Pay off directly up-front and avoid all interest charges.
   2. Take on the interest charges and pay over a predetermined period. (Typically 10-20 years)
   3. Take on the interest charges with no penalty for paying off early.

Q. Will our tax assessment go up with a Park SID?
A. (Mark) Yes. With an SID you will have to pay more.

Q. Will you seed the park area when you are finished, and what will it be seeded with?
A. (Chuck) Yes, it will be seed with a drought tolerant native seed mix, it will not be an irrigated park with lush green grass.

* Meeting adjourned; people were encouraged to individually talk with the project team about individual concerns or to fill out comment cards.
The above listed notes constitute the understanding by Jeremiah Undem of Peaks to Plains Design, P.C. of the contents of the meeting. Please advise the preparer, in writing, of any errors or omissions.

Prepared by: Peaks to Plains Design, P.C.  Reviewed and Agreed to by: Interstate Engineering:
Name: Jeremiah Undem  Name: Chuck Strum

Cc: City of Billings  Travis Harris

Responses received from comment cards::
• Not in favor of this project in Dickie Park.
• Need to do something about the storm water drainage with mosquitoes.
• Need to spray until the park is rid of mosquitoes.
• Please do not have meetings at a church.
• Do not make Shamrock a thru street it will be 60 mph!
• Put the bikeway over by the canal not next to the personal property where conflicts erupt.
• Have less slope on the west banks next to personal property.
• Move the pond closer to the canal & put the bike path over there.

MEETING ATTENDEES

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>1) Grace Kollermen</td>
<td>1049 Nutter</td>
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<td>2) Jim Kolterman</td>
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<td>3) Doug Egan</td>
<td>122 White Circle</td>
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<td>4) Ed Reichurt</td>
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<td>6) John Evans</td>
<td>937 Dixon St.</td>
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<td>7) David S. Baut</td>
<td>991 Dixon Cir.</td>
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<td>8) Keith Beartusk</td>
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<td>9) Diane Wohler</td>
<td>933 Aronson Ave</td>
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<td>10) Dorothy Simonson</td>
<td>370 Stewart Court</td>
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<td>11) Mark &amp; Becky Olson</td>
<td>849 Garnet</td>
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<td>12) Eric Depew</td>
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<td>13) Wes Daux</td>
<td>92 Skyline Dr</td>
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<td>14) David Brit</td>
<td>104 Norris Ct.</td>
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<td>15) Don &amp; Brenda Horak</td>
<td>943 Shamrock Ln</td>
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<td>16) Angie Watson</td>
<td>1014 Nutter Blvd</td>
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<td>17) Gary Warren</td>
<td>923 Shamrock</td>
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<td>19) Craig Hall</td>
<td>830 Agate Ave</td>
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<td>20) Beau &amp; Alta Sumis</td>
<td>172 Erickson Ct. S</td>
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<td>21) Camela Ova</td>
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<td>Chuck Strum (Interstate Engineering, Inc.)</td>
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<tr>
<td>26</td>
<td>Jolene Rieck (Peaks to Plains Design, PC)</td>
</tr>
<tr>
<td>27</td>
<td>Mark Jarvis, (City of Billings Parks)</td>
</tr>
<tr>
<td>28</td>
<td>Travis Harris, (City of Billings Engineering Division)</td>
</tr>
<tr>
<td>29</td>
<td>Jeremiah Undem (Peaks to Plains Design)</td>
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