



Waller Creek Conservancy
PO Box 12363
Austin, Texas 78711
512-541-3520
www.wallercreek.org

July 6, 2015

Waller Creek Local Government Corporation
Austin, TX

RE: Waller Creek District: Palm Park Concept Design Phase Plan

Enclosed herewith you will find the Palm Park Concept Design Phase Plan. This Phase Plan for the Waller Creek District provides for the design, documentation, and professional services during the Concept Design phase of Palm Park. We are requesting authorization to proceed with Concept Design only; additional design phases will come forward in future Phase Plans. Please note that design work specifically related to creek restoration is covered in a different phase plan.

This Phase Plan will include a high level of engagement with stakeholders to help guide and provide feedback on the design process. The WCC, working closely with PARD, will coordinate public meetings to engage community stakeholders in the concept design process. Concept Design will also include a cost estimation exercise during the final two weeks of the Phase Plan period. This process will be initiated by Benz Resource Group and performed by Vermuelens. We seek your authorization of this phase plan and will hold any notice to proceed until the appropriate documentation of the funding portion from private sources is completed.

The Joint Development Agreement, Section 3, identifies the documentation required for each proposed phase plan. The attached matrix identifies all of the submission requirements and those applicable to this applicable scope of work and where they can be found in this document.

If you have questions or concerns, please let me know and we will address them quickly.

Sincerely,

Peter Mullan
Chief Executive Officer
Waller Creek Conservancy

The Phase Plan described in this document has been reviewed and approved specific to the scope described herein.

_____	_____
Ms. Sue Edwards	Date
Assistant City Manager	
City of Austin	
	7/7/15
Ms. Kristin Pipkin	Date
Responding Party	
Watershed Protection Department	
City of Austin	

The Waller Creek Local Government Corporation has reviewed and approved this Phase Plan as written and the signature below constitutes a notice to proceed with the scope described herein.

_____	_____
Mr. Tom Meredith	Date
Vice President, LGC Representative	
Waller Creek Local Government Corporation	