REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: November 23, 2026

FROM: Dale Perryman, P.E., Town Engineer

SUBJECT: Reduction of Letter of Credit Amount for Oak Hill Subdivision, Phase 3, Case #240130

INTRODUCTION:
The purpose of this agenda item is to consider the approval of the reduction of The Bank 1905 Letter of Credit #19116315 for Oak Hill Subdivision, Phase 3. (Exhibit 1)

BACKGROUND:
See below for actions associated with Oak Hill, Phase 3.

Action	Date	Current Amount	Reduction/Increased Amount	Amount Remaining
DA Approved	Jan. 27, 2019	$100,000.00	X	X
Conversion	Feb. 26,2024	$100,00.00	+$264,000.00	$364,000.00
***Reduction**	**Nov. 23, 2026**	**$364,000.00**	**-$321,000.00**	**$43,000.00**

***Pending BMA Approval**

DISCUSSION:
The Developer is requesting a Reduction in the amount of the Letter of Credit (LOC). Staff confirmed most conditions in the Development Agreement have been met. Since the one-year warranty period began on September 15, 2026, the Developer is eligible for a Reduction. (Exhibit 2)

STAFF RECOMMENDATION: Staff recommends the reduction in The Bank 1905 Letter of Credit #19113615 from $364,000.00 to $43,000.00.

BUDGET IMPACT:
There is no impact to the budget.

ATTACHMENTS:
Exhibit 1 - Vicinity Map
Exhibit 2 - Reduction Calculations

PROPOSED MOTION:
To approve the reduction of The Bank 1905 Letter of Credit #19116315 for Oak Hill Subdivision, Phase 3 from $364,000.00 to $43,000.00.

Board Action: Motion By_____ Seconded By_____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						