

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: July 28, 2025

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

SUBJECT: Release of Letter of Credit for Oak Grove, Phase 4 Section I, Case #47989

INTRODUCTION:

The purpose of this agenda item is to consider the Release of Triumph Bank Letter of Credit #252 for Oak Grove, Phase 4, Section I.

BACKGROUND:

- This phase is zoned R1-PUD, contains 35 lots, and has an area of 15.53 acres. (Exhibit 1)
- The BMA approved the Development Agreement on October 8th, 2018.
- On June 24, 2019, the BMA approved a conversion of the Letter of Credit from \$100,000.00 to \$340,000.00.
- On October 26, 2020, the BMA approved a reduction in the Letter of Credit from \$340,000.00 to \$78,000.00.
- Another reduction in the Letter of Credit was approved by the BMA from \$78,000.00 to \$62,000.00 on April 25, 2022.
- Finally, on October 24, 2022, the BMA approved a reduction in the Letter of Credit from \$62,000.00 to \$36,000.00; however, the developer never swapped out Letters of Credit.

DISCUSSION:

To ensure developers complete and maintain required improvements for approved projects, the Town requires performance securities (Letter of Credit) to uphold Town Standards. The Developer requests the release of Triumph Bank Letter of Credit #252 for Oak Grove, Phase 4, Section I totaling \$36,000.00, as the project is complete, and the final surface asphalt one-year warranty ended on May 12, 2023.

STAFF RECOMMENDATION: Staff recommends the release of the letter of credit finding all conditions for approval outlined in the Development Agreement have been completely satisfied.

BUDGET IMPACT:

There is no impact to the budget.

ATTACHMENTS:

[Exhibit 1 - Vicinity Map](#)

PROPOSED MOTION:

To approve the Release of Triumph Bank Letter of Credit #252 in the amount of \$36,000.00.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						