

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: March 23, 2026
FROM: Dale Perryman, P.E., Town Engineer
SUBJECT: Conversion of Letter of Credit for Lockwood Planned Development, Phases 5 & 6, Case #243936

INTRODUCTION:

The purpose of this agenda item is to consider the approval of the conversion of Pinnacle Bank Letter of Credit for Lockwood PD, Phases 5 & 6.

BACKGROUND:

- The development is located on the east side of Houston Levee Road, south of Carriage Crossing Market Place. (Exhibit 1)
- The Lockwood PD is a 308-lot residential subdivision approved by the BMA on May 10, 2021.
- On January 24, 2022, the BMA approved Phases 1 & 2 and on January 27, 2025, Phases 3 & 4 were approved.
- The BMA approved the Development Agreement for Lockwood, Phases 5 & 6 on March 10, 2025.

DISCUSSION:

Developers may post a letter of credit at the start of a project; however, the plat cannot be recorded until the project reaches Initial Acceptance. At that point, the Developer — with BMA approval — may adjust the performance security amount up or down, based on the value of public and private improvements deemed acceptable by the Town Engineer. If the current security amount is insufficient to cover the cost of any uncompleted improvements, the Developer must increase it accordingly. Once the performance security is properly established, the plat may be recorded, which formally signifies Initial Acceptance. (Exhibit 2)

STAFF RECOMMENDATION:

Staff recommends approval of the conversion of the Letter of Credit for Lockwood PD, Phases 5 & 6.

BUDGET IMPACT:

There is no budget impact.

ATTACHMENTS:

[Exhibit 1 - Vicinity Map](#)

[Exhibit 2 - Conversion Calculations](#)

PROPOSED MOTION:

To approve the Conversion of the Pinnacle Bank Letter of Credit (#90844000) for Lockwood PD, Phases 5 & 6 from \$150,000.00 to \$749,000.00.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						