



**DOWNTOWN PLANO**  
**PUBLIC IMPROVEMENT DISTRICT**  
**PRELIMINARY 2024 O&M ANNUAL SERVICE PLAN UPDATE**

**JULY 22, 2024**

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## SECTION I: INTRODUCTION

Capitalized terms used in this 2024 O&M Annual Service Plan Update not otherwise defined herein shall have the meanings given to them as defined in the Downtown Plano Public Improvement District Operations and Maintenance Service and Assessment Plan or unless the context in which a term is used clearly requires a different meaning. Unless otherwise defined, a reference to a “Section” or an “Exhibit” shall be a reference to a Section of the O&M Service and Assessment Plan, or an Exhibit attached thereto and made a part of the O&M Service and Assessment Plan for all purposes.

On January 9, 2023, the City Council passed and approved Resolution No. 2023-1-6(R) authorizing the establishment of the District in accordance with the PID Act (the “Creation Resolution”), which authorization was effective upon publication as required by the PID Act.

On February 27, 2023, after due process, the City Council approved the O&M Service and Assessment Plan for the District by adopting Ordinance No. 2023-2-4, which levied the O&M Assessment on Assessed Property to finance the costs of Operations and Maintenance Costs and approved an Assessment Roll.

On August 14, 2023, the City Council approved the Downtown Plano Public Improvement District 2023 Operations and Maintenance Service Plan Service Plan Update for the District by Ordinance No. 2023-8-3, which approved the levy of O&M Assessments and Assessment Roll for Operation and Maintenance Costs.

The PID Act requires a Service Plan must (i) cover a period of at least five years; (ii) define the annual indebtedness and projected Operation and Maintenance Costs; and (iii) include a copy of the notice form required by Section 5.014 of the Texas Property Code, as amended.

The PID Act requires an Assessment Roll that states the O&M Assessment against each Parcel determined by the method chosen by the City Council. The O&M Assessment against each Parcel of Assessed Property must be sufficient to pay the share of the Operations and Maintenance Costs apportioned to such Parcel and cannot exceed the special benefit conferred on the Parcel by such Operations and Maintenance Costs. The Assessment Roll for the District is included as **Exhibit C**.

This 2024 O&M Annual Service Plan Update serves to (1) identifying the Operation and Maintenance Costs for 2024, (2) levy O&M Assessments and create a lien against Assessed Property within the District to pay for the Operation and Maintenance Costs, (2) update the

Assessment Roll, and (3) provide the annual update to the O&M Service and Assessment Plan in accordance with the PID Act.

## SECTION II: THE DISTRICT

The District includes approximately 40.86 contiguous acres located within the corporate limits of the City, as depicted on **Exhibit A**. Development of the District currently includes approximately 68 commercial and public Parcels.

## SECTION III: OPERATIONS AND MAINTENANCE OF THE DISTRICT

The O&M Assessment will be levied annually on all Parcels of Assessed Property to pay for Operation and Maintenance Costs. The O&M Assessment will be calculated based on a \$0.15 per square footage of real property improvements (the “O&M Assessment Rate”) (not to include Business Personal Property) as determined by the Collin County Central Appraisal District each year. The real property of jurisdictions and entities that have obtained an exemption from the City of Plano real property taxes pursuant to the Texas Tax Code (except under the provisions of Sections 11.24 and 11.28 of the Tax Code) will not be subject to an O&M Assessment on that portion of the assessed value of the property exempt from City real property taxes. In no event will the O&M Assessment exceed (1) the City’s actual costs for Operation and Maintenance Costs or (2) \$25,000 on any single Parcel. The 2024 District Budget is shown on **Exhibit B**.

The O&M Assessment shall be subject to penalties and procedures for the Annual Installments as authorized by the PID Act.

## SECTION IV: ANNUAL INSTALLMENT DUE 1/31/2025

- **O&M Assessment** – The total O&M Assessment required for the Annual Installment is \$100,455.25.
- **Annual Collection Costs** – The cost of administering the District and collecting the Annual Installment shall be paid for equally by each Assessed Property. The total Annual Collection Cost portion of the O&M Assessment budgeted for the Annual Installment is \$31,533.00.

Annual Collection Costs Breakdown	
Administration	\$ 30,000
Filing Fees	1,000
County Collection	533
<b>Total Annual Collection Costs</b>	<b>\$ 31,533</b>

Due January 31, 2025	
O&M Assessment	\$ 68,922.25
Annual Collection Costs	\$ 31,533.00
<b>Total Annual Installment Due</b>	<b>\$ 100,455.25</b>

## SECTION V: SERVICE PLAN – FIVE YEAR PROJECTION

The PID Act requires the annual indebtedness and projected costs for the O&M Assessment and Annual Collection Costs to be reviewed and updated annually, and the projection shall cover a period of not less than five years.

		District				
Annual Installment Due		1/31/2025	1/31/2026	1/31/2027	1/31/2028	1/31/2029
Total Square Footage <sup>[a]</sup>	A	1,004,778.00	1,004,778.00	1,004,778.00	1,004,778.00	1,004,778.00
O&M Assessment Rate <sup>[b],[c]</sup>	B	\$ 0.15	\$ 0.15	\$ 0.15	\$ 0.15	\$ 0.15
<b>Total Annual Installment<sup>[c],[d]</sup></b>	<b>C = A x B</b>	<b>\$ 100,455.25</b>	<b>\$ 100,455.25</b>	<b>\$ 100,455.25</b>	<b>\$ 100,455.25</b>	<b>\$ 100,455.25</b>

### Footnotes:

[a] Assumes no increase or decrease in square footage of real property improvements in future years.

[b] Per the Creation Resolution, the O&M Assessment shall not exceed \$0.15 per square foot of real property improvements.

[c] Includes Annual Collection Costs, as calculated annually.

[d] Per **Section V** of the O&M Service and Assessment Plan, in no event will the O&M Assessment exceed \$25,000 on any single Parcel. Property ID R1068400A00101 is capped at \$25,000 as shown on **Exhibit C**. As such, the total Annual Installment shown above is less than the actual calculation of total square footage times the O&M Assessment rate.

## SECTION VI: ASSESSMENT ROLL

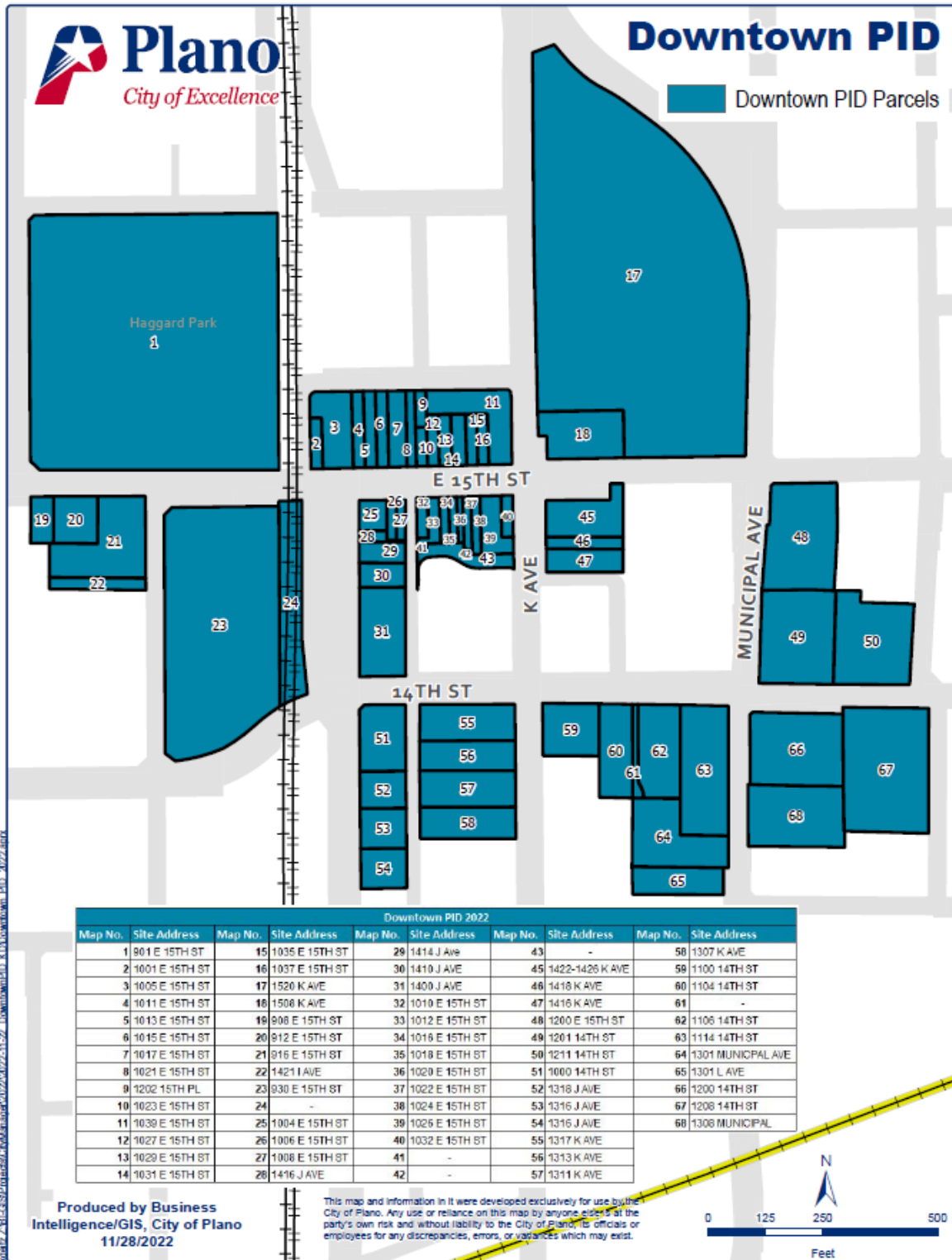
The list of current Lots within the District, the corresponding Annual Installment are shown on the Assessment Rolls attached hereto as **Exhibit C**. The Lots shown on the Assessment Rolls will receive the bills for the 2024 Annual Installments which will be delinquent if not paid by January 31, 2024.

## EXHIBITS

The following Exhibits are attached to and made a part of this 2024 O&M Annual Service Plan Update for all purposes:

<b>Exhibit A</b>	Map of the District
<b>Exhibit B</b>	2024 District Budget
<b>Exhibit C</b>	Assessment Roll
<b>Exhibit D</b>	Buyer Disclosure

## EXHIBIT A – MAP OF THE DISTRICT



## EXHIBIT B – 2024 DISTRICT BUDGET

	Adopted 2023/2024 Budget	Projected 2024	FY 2024/2025 Budget <sup>[a]</sup>
<b>Revenue</b>			
District Revenue from O&M Assessment Collected	\$ 76,043	\$ 76,043	\$ 100,455
Other Revenues from Marketing and Contributions <sup>[b]</sup>	50,165	119,722	26,121
<b>Total Revenue</b>	<b>\$ 126,208</b>	<b>\$ 195,765</b>	<b>\$ 126,576</b>
<b>Operation and Maintenance Costs</b>			
Marketing	\$ 40,000	\$ 20,300	\$ 40,000
Events	40,000	29,850	40,000
PID Management	31,165	31,165	31,533
City Administration	5,043	3,000	5,043
Safety/Security	5,000	2,000	5,000
<b>Total Operation and Maintenance Costs</b>	<b>\$ 121,208</b>	<b>\$ 86,315</b>	<b>\$ 121,576</b>
<b>Public Improvements</b>			
Beautification	5,000	5,000	5,000
Public Art <sup>[d]</sup>	-	104,450	-
<b>Total Public Improvements Costs<sup>[c]</sup></b>	<b>\$ 5,000</b>	<b>\$ 109,450</b>	<b>\$ 5,000</b>

### Footnotes:

[a] As provided by the City. The budget will be updated annually in each O&M Annual Service Plan Update.

[b] City to contribute, from other revenue sources, to fund the remaining Operation and Maintenance Costs and Public Improvement Costs.

[c] Includes costs to fund a portion of an alleyway project and public art project, to be held in reserve.

[d] To be expended on alleyway project/Mammoth Jack art project.

# EXHIBIT C – ASSESSMENT ROLL

Property ID	Owner Name	Situs	Notes	Improvement Main Area (SF) <sup>[a]</sup>	O&M Assessment Rate	Annual Installment Due 1/31/2025
				[1]	[2]	[3] = [1] * [2]
R004700100101	PLANO CITY OF	1520 K AVE	[b]	157,964	\$ -	\$ -
R034000400111	SHELL FAMILY TRUST B	1001 E 15TH ST		4,472	\$ 0.15	\$ 670.80
R034000400301	ENG & WONG PLANO DOWNTOWN LLC	1005 E 15TH ST		9,100	\$ 0.15	\$ 1,365.00
R034000400501	N A T PROPERTIES LLC	1011 E 15TH ST		4,452	\$ 0.15	\$ 667.80
R034000400601	PIERCE FAMILY LIVING TRUST THE	1013 E 15TH ST		4,294	\$ 0.15	\$ 644.10
R034000400801	1015 METROPOLITAN PLANO LTD	1015 E 15TH ST		2,080	\$ 0.15	\$ 312.00
R034000400901	COMERT ESTATES LLC	1017 E 15TH ST		5,600	\$ 0.15	\$ 840.00
R034000401001	TVG HOLDINGS LLC	1021 E 15TH ST		1,440	\$ 0.15	\$ 216.00
R0340004011A1	ROBERT M F	1023 E 15TH ST		1,872	\$ 0.15	\$ 280.80
R0340004011B1	PLANO CITY OF	1020 15TH PL	[b]	840	\$ -	\$ -
R0340004012A1	LAMAN/STARK JV	1027 E 15TH ST		2,132	\$ 0.15	\$ 319.80
R0340004012B1	BEDROCK BUILDING LP THE	1039 E 15TH ST		14,563	\$ 0.15	\$ 2,184.45
R0340004013A1	LYNCH ROBERT A	1029 E 15TH ST		2,940	\$ 0.15	\$ 441.00
R034000401401	MKNS LLC	1031 E 15TH ST		2,160	\$ 0.15	\$ 324.00
R034000401501	AUDIENCE INC	1035 E 15TH ST		1,721	\$ 0.15	\$ 258.15
R034000401601	FERCHER JOERG W & CATHY A	1037 E 15TH ST		1,600	\$ 0.15	\$ 240.00
R034000500101	LPW REAL ESTATE INVESTMENTS LLC	1010 E 15TH ST		1,900	\$ 0.15	\$ 285.00
R034000500201	JSMTX PROPERTIES LLC	1012 E 15TH ST		2,340	\$ 0.15	\$ 351.00
R034000500301	JSMTX PROPERTIES LLC	1016 E 15TH ST		1,200	\$ 0.15	\$ 180.00
R034000500401	JSMTX PROPERTIES LLC	1018 E 15TH ST		900	\$ 0.15	\$ 135.00
R034000500501	CRH RENTALS LTD	1020 E 15TH ST		720	\$ 0.15	\$ 108.00
R0340005006R1	15TH STREET REAL PROPERTY HOLDINGS LLC	1022 E 15TH ST		3,150	\$ 0.15	\$ 472.50
R034000500701	JSMTX PROPERTIES LLC	1024 E 15TH ST		2,000	\$ 0.15	\$ 300.00
R034000500801	SUTTON-1012 LLC	1026 E 15TH ST		5,236	\$ 0.15	\$ 785.40
R034000501001	CHADDICK CENTER LEASING OFFICE	1032 E 15TH ST		4,000	\$ 0.15	\$ 600.00

Property ID	Owner Name	Situs	Notes	Improvement	O&M	Annual
				Main Area (SF) <sup>[a]</sup>	Assessment Rate	Installment Due 1/31/2025
				[1]	[2]	[3] = [1] * [2]
R034000501101	PLANO CITY OF	K AVE	[b]	-	\$ -	\$ -
R0340005011A1	PLANO CITY OF	PLANO, TX 75074	[b]	-	\$ -	\$ -
R0340005015B1	PLANO CITY OF	PLANO, TX 75074	[b]	-	\$ -	\$ -
R034000600101	PLANO CITY OF	1317 K AVE	[b]	-	\$ -	\$ -
R034000600201	PLANO CITY OF	1313 K AVE	[b]	-	\$ -	\$ -
R034000600301	SMITH LISLE HOLDING INC	1311 K AVE		-	\$ 0.15	\$ -
R034000600401	SMITH-LISLE HOLDINGS LTD	1307 K AVE		1,797	\$ 0.15	\$ 269.55
R0340009001D1	SMITH MARITAL TRUST	1100 14TH ST		2,585	\$ 0.15	\$ 387.75
R034000900201	1106 14TH ST LLC	1106 14TH ST		2,548	\$ 0.15	\$ 382.20
R034000900211	1106 14TH STREET LLC	SITE ADDRESS NOT ASSIGNED	[b]	-	\$ -	\$ -
R0340009007B1	PLANO CITY OF	1301 L AVE	[b]	-	\$ -	\$ -
R0340010006A1	PMM ENTERPRISES LLC	1418 K AVE		1,440	\$ 0.15	\$ 216.00
R0340010007A1	COPELAND SCOTT	1416 K AVE		2,196	\$ 0.15	\$ 329.40
R034001100901	FRONTIER DALLAS TX FIBER 1 LLC	1508 K AVE		26,509	\$ 0.15	\$ 3,976.35
R0340015001B1	PLANO CITY OF	L AVE	[b]	-	\$ -	\$ -
R034002001701	STICE LLC	916 E 15TH ST		3,500	\$ 0.15	\$ 525.00
R0340020018A1	STICE LLC	912 E 15TH ST		4,000	\$ 0.15	\$ 600.00
R0340020018B1	STICE LLC	908 E 15TH ST		800	\$ 0.15	\$ 120.00
R042001200401	HYATT HOLDINGS LTD	1314 J AVE		1,016	\$ 0.15	\$ 152.40
R042001200701	HYATT HOLDINGS LTD	1316 J AVE		825	\$ 0.15	\$ 123.75
R042001400301	BRODHEAD FAMILY LIMITED PARTNERSHIP	1410 J AVE		5,000	\$ 0.15	\$ 750.00
R042001400611	PLANO LODGE 768 AF & AM	1414 J AVE	[b]	6,080	\$ -	\$ -
R0420014007B1	HISTORIC PLANO-25 LTD	1416 J AVE		2,880	\$ 0.15	\$ 432.00
R0420014008A1	METROPOLITAN MAMMOTH JACK LTD	1004 E 15TH ST		3,600	\$ 0.15	\$ 540.00
R0420014008B1	BLACK GOLD PARTNERS LLC	1006 E 15TH ST		3,963	\$ 0.15	\$ 594.45

Property ID	Owner Name	Situs	Notes	Improvement Main Area (SF) <sup>[a]</sup>	O&M Assessment Rate	Annual Installment Due 1/31/2025
				[1]	[2]	[3] = [1] * [2]
R0420014008C1	CRIDER LIVING TRUST	1008 E 15TH ST		2,400	\$ 0.15	\$ 360.00
R1023300A00101	EASTSIDE 14TH STREET LLC	1000 14TH ST		31,130	\$ 0.15	\$ 4,669.50
R1023300A002R1	EASTSIDE 14TH STREET LLC	1318 J AVE		3,252	\$ 0.15	\$ 487.80
R1068400A00101	TR JUNCTION 15 LLC	930 E 15TH ST	[c]	326,481	\$ 0.15	\$ 25,000.00
R1126100A00101	TRITON HUB STREET LLC	1212 14TH ST		6,633	\$ 0.15	\$ 994.95
R1158100A00101	NEWMAN DONALD T	1114 14TH ST		7,168	\$ 0.15	\$ 1,075.20
R1158100A00201	PLANO CITY OF	MUNICIPAL AVE	[b]	-	\$ -	\$ -
R1191800B00101	TIMBERS PLANO PARTNERS LLC - ETAL	1409 14TH AVE		160,899	\$ 0.15	\$ 24,134.85
R1191800C00101	TIMBERS PLANO PARTNERS LLC - ETAL	1400 J AVE		61,207	\$ 0.15	\$ 9,181.05
R1257900A00101	EASTSIDE 14TH STREET LLC	1104 14TH ST		18,188	\$ 0.15	\$ 2,728.20
R1260800A00101	2016 OLD TOWN PLANO EAST LTD	1200 E 15TH ST		39,008	\$ 0.15	\$ 5,851.20
R1310100A00101	STICE LLC	1421 I AVE		5,600	\$ 0.15	\$ 840.00
R136800100101	PROSPERITY BANK	1201 14TH ST		4,668	\$ 0.15	\$ 700.20
R161200100101	MA & SA LLC	1211 14TH ST		3,900	\$ 0.15	\$ 585.00
R2245001001R1	PLANO CITY OF	901 E 15TH ST	[b]	10,378	\$ -	\$ -
R407701500101	YDR INVESTMENTS LLC	1200 14TH ST		5,792	\$ 0.15	\$ 868.80
R621300006601	DALLAS AREA RAPID TRANSIT	SITE ADDRESS NOT ASSIGNED	[b]	-	\$ -	\$ -
R8310010002R1	LAS BRISAS PROPERTIES INC	1422-1426 K AVE		10,659	\$ 0.15	\$ 1,598.85
<b>Total</b>				<b>1,004,778</b>		<b>\$ 100,455.25</b>

**Footnotes:**

[a] As provided by the City.

[b] Non-Assessed Property.

[c] Property ID capped at maximum \$25,000 annual O&M Assessment as further described in **Section V** of the O&M Service and Assessment Plan.

## **EXHIBIT D – BUYER DISCLOSURE**

The following buyer disclosures are found in this Exhibit:

- Downtown Plano Public Improvement District

## **DOWNTOWN PLANO PUBLIC IMPROVEMENT DISTRICT BUYER DISCLOSURE**

### **NOTICE OF OBLIGATIONS RELATED TO PUBLIC IMPROVEMENT DISTRICT**

A person who proposes to sell or otherwise convey real property that is located in a public improvement district established under Subchapter A, Chapter 372, Local Government Code (except for public improvement districts described under Section 372.005), or Chapter 382, Local Government Code, shall first give to the purchaser of the property this written notice, signed by the seller.

For the purposes of this notice, a contract for the purchase and sale of real property having a performance period of less than six months is considered a sale requiring the notice set forth below.

This notice requirement does not apply to a transfer:

- 1) under a court order or foreclosure sale;
- 2) by a trustee in bankruptcy;
- 3) to a mortgagee by a mortgagor or successor in interest or to a beneficiary of a deed of trust by a trustor or successor in interest;
- 4) by a mortgagee or a beneficiary under a deed of trust who has acquired the land at a sale conducted under a power of sale under a deed of trust or a sale under a court-ordered foreclosure or has acquired the land by a deed in lieu of foreclosure;
- 5) by a fiduciary in the course of the administration of a decedent's estate, guardianship, conservatorship, or trust;
- 6) from one co-owner to another co-owner of an undivided interest in the real property;
- 7) to a spouse or a person in the lineal line of consanguinity of the seller;
- 8) to or from a governmental entity; or
- 9) of only a mineral interest, leasehold interest, or security interest

The following notice shall be given to a prospective purchaser before the execution of a binding contract of purchase and sale, either separately or as an addendum or paragraph of a purchase contract. In the event a contract of purchase and sale is entered into without the seller having provided the required notice, the purchaser, subject to certain exceptions, is entitled to terminate the contract.

A separate copy of this notice shall be executed by the seller and the purchaser and must be filed in the real property records of the county in which the property is located at the closing of the purchase and sale of the property.

AFTER RECORDING<sup>1</sup> RETURN TO:

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NOTICE OF OBLIGATION TO PAY IMPROVEMENT DISTRICT ASSESSMENT TO  
CITY OF PLANO, TEXAS  
CONCERNING THE FOLLOWING PROPERTY

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STREET ADDRESS

As the purchaser of the real property described above, you are obligated to pay assessments to City of Plano, Texas, for the costs of a portion of a public improvement or services project (the "Authorized Improvements") undertaken for the benefit of the property within ***Downtown Plano Public Improvement District*** (the "District") created under Subchapter A, Chapter 372, Local Government Code.

AN ASSESSMENT HAS BEEN LEVIED AGAINST YOUR PROPERTY FOR THE AUTHORIZED IMPROVEMENTS, WHICH MAY BE PAID IN FULL AT ANY TIME. IF THE ASSESSMENT IS NOT PAID IN FULL, IT WILL BE DUE AND PAYABLE IN ANNUAL INSTALLMENTS THAT WILL VARY FROM YEAR TO YEAR DEPENDING ON THE AMOUNT OF INTEREST PAID, COLLECTION COSTS, ADMINISTRATIVE COSTS, AND DELINQUENCY COSTS.

The exact amount of the assessment may be obtained from City of Plano. The exact amount of each annual installment will be approved each year by the Plano City Council in the annual service plan update for the District. More information about the assessments, including the amounts and due dates, may be obtained from City of Plano.

Your failure to pay any assessment or any annual installment may result in penalties and interest being added to what you owe or in a lien on and the foreclosure of your property.

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<sup>1</sup> To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Collin County when updating for the Current Information of Obligation to Pay Improvement District Assessment.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above.

***YOU ARE SIGNING UP TO PAY AN ADDITIONAL ASSESSMENT ABOVE AND BEYOND YOUR PROPERTY TAXES EVERY YEAR. IF YOU DON'T PAY IT, YOUR PROPERTY MAY BE FORECLOSED ON.***

DATE:

DATE:

\_\_\_\_\_  
SIGNATURE OF PURCHASER

\_\_\_\_\_  
SIGNATURE OF PURCHASER

The undersigned seller acknowledges providing this notice to the potential purchaser before the effective date of a binding contract for the purchase of the real property at the address described above.

DATE:

DATE:

\_\_\_\_\_  
SIGNATURE OF SELLER

\_\_\_\_\_  
SIGNATURE OF SELLER]<sup>2</sup>

<sup>2</sup> To be included in copy of the notice required by Section 5.014, Tex. Prop. Code, to be executed by seller in accordance with Section 5.014(a-1), Tex. Prop. Code.

[The undersigned purchaser acknowledges receipt of this notice before the effective date of a binding contract for the purchase of the real property at the address described above. The undersigned purchaser acknowledged the receipt of this notice including the current information required by Section 5.0143, Texas Property Code, as amended.

DATE:

DATE:

\_\_\_\_\_  
SIGNATURE OF PURCHASER

\_\_\_\_\_  
SIGNATURE OF PURCHASER

STATE OF TEXAS

§  
§  
§

COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me by \_\_\_\_\_ and \_\_\_\_\_, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this \_\_\_\_\_, 20\_\_.

Notary Public, State of Texas]<sup>3</sup>

<sup>3</sup> To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Collin County.

[The undersigned seller acknowledges providing a separate copy of the notice required by Section 5.014 of the Texas Property Code including the current information required by Section 5.0143, Texas Property Code, as amended, at the closing of the purchase of the real property at the address above.

DATE:

DATE:

\_\_\_\_\_  
SIGNATURE OF SELLER

\_\_\_\_\_  
SIGNATURE OF SELLER

STATE OF TEXAS

§  
§  
§

COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me by \_\_\_\_\_ and \_\_\_\_\_, known to me to be the person(s) whose name(s) is/are subscribed to the foregoing instrument, and acknowledged to me that he or she executed the same for the purposes therein expressed.

Given under my hand and seal of office on this \_\_\_\_\_, 20\_\_.

Notary Public, State of Texas]<sup>4</sup>

<sup>4</sup> To be included in separate copy of the notice required by Section 5.0143, Tex. Prop. Code, to be executed at the closing of the purchase and sale and to be recorded in the deed records of Collin County.