

McKINNEY COMMUNITY DEVELOPMENT CORPORATION
Project Grant Application
 Fiscal Year 2019

IMPORTANT:

- Please read the McKinney Community Development Corporation Grant Guidelines prior to completing this application.
- The Grant Guidelines and Application are available at www.mckinneycdc.org; by calling 972.547.7653 or by emailing cschneible@mckinneycdc.org
- **Contact us to discuss your plans for submitting an application prior to completing the form.**
- A completed application and all supporting documents are required to be submitted via email or on a thumb drive for consideration by the MCDC board. Please submit the application to:

McKinney Community Development Corporation
 5900 S. Lake Forest Blvd., Suite 110
 McKinney, TX 75070

- *If you are interested in preliminary Board of Directors review of your project proposal or idea, please complete and submit the **Letter of Inquiry** form, available at www.mckinneycdc.org, by calling 972.547.7653 or emailing cschneible@mckinneycdc.org.*

Applications must be completed in full, using this form, and received by MCDC, via email or on a thumb drive, by 5:00 p.m. on the date indicated in schedule below.

2019 Project Grant Application Schedule

Application Deadline	Presentation to MCDC Board	Board Vote and Award Notification
Cycle I: December 28, 2018	January 24, 2019	February 28, 2019
Cycle II: March 30, 2019	April 25, 2019	May 23, 2019
Cycle III: June 28, 2019	July 25, 2019	August 22, 2019

APPLICATION

Project Grants support for projects eligible for consideration under Sections 501 and 505 of the Texas Local Government Code. These include:

- Projects Related to the Creation or Retention of Primary Jobs
- Infrastructure Improvement Projects Necessary to Develop New or Expanded Business Enterprises
- Public Parks and Open Space Improvements
- Projects Related to Recreational or Community (city/public access) Facilities
- Professional and Amateur Sports and Athletic Facilities, including Children's Sports
- Entertainment, Tourist and Convention Facilities
- Projects Related to Low Income Housing
- Mass Transit-Related Facilities
- Airport Facilities

INFORMATION ABOUT YOUR ORGANIZATION

Name: City of McKinney Parks and Recreation Department

Federal Tax I.D.: 75-6000599

Incorporation Date: 1848

Mailing Address: PO Box 517

City McKinney

ST: TX

Zip: 75070

Phone: 972-547-7480

Fax: 972-547-7486

Email: mkowski@mckinneytexas.org

Website: www.mckinneytexas.org

Check One:

- Nonprofit – 501(c) Attach a copy of IRS Determination Letter
- Governmental entity
- For profit corporation
- Other

Professional affiliations and organizations to which your organization belongs: n/a

REPRESENTATIVE COMPLETING APPLICATION:

Name: Jenny Baker

Title: Parks, Planning & Development Manager

Mailing Address: PO Box 517

City: McKinney

ST: TX

Zip: 75070

Phone: 972-547-2644

Fax: 972-547-7486

Email: jbaker@mckinneytexas.org

CONTACT FOR COMMUNICATIONS BETWEEN MCDC AND ORGANIZATION:

Name: Michael Kowski

Title: Director of Parks and Recreation

Mailing Address: PO Box 517

City: McKinney

ST: TX

Zip: 75070

Phone: 972-547-7480

Fax: 972-547-7486

Email: mkowski@mckinneytexas.org

FUNDING

Total amount requested: \$5,500,000

Matching Funds Available (Y/N and amount): n/a

Will funding be requested from any other City of McKinney entity (e.g. TIRZ Grant, City of McKinney Community Support Grant)?

Yes

No

Please provide details and funding requested: n/a

PROJECT

Start Date: varying dates

Completion Date: varying dates

BOARD OF DIRECTORS *(may be included as an attachment)*

PROS BOARD

Melanie Butler
James Delozier
Kip Dixon, Chairman
Sean Nance
Boyd Pelley
Kelvin Thomas
Eric Wolf

CITY COUNCIL

Mayor George Fuller
Mayor Pro-tem Rainey Rogers
Scott Elliott
Rick Franklin
Frederick Frazier
Charlie Phillips
La'Shadion Shemwell

LEADERSHIP STAFF *(may be included as an attachment)*

Paul Grimes

City Manager

Steve Tilton

Assistant City Manager

Michael Kowski

Director of Parks & Recreation

Using the outline below, provide a written narrative no longer than 7 pages in length:

I. Applying Organization

The Parks and Recreation Department has over 500 employees which includes full time, seasonal and part time. We are the largest department in the City. We also utilize hundreds of volunteers annually to provide parks and recreation services to our residents.

Our department manages over 2,300 acres of parkland in addition to over 200 acres of several city facilities, streets, medians and public rights of way. With this fiscal year budget request we are requesting an additional four maintenance personnel as needed to upgrade the level of maintenance currently provided. The added staff are part of a 5 year catch up plan. This is the 5th year of that plan. All future capital projects will be maintained with general fund budgets. The funding for maintenance and operation of all projects included in the PROS 10 year capital improvement plan have been included in the general fund 10 year financial forecast. We are also requesting two new parks planners to assist with implementing our Parks CIP program.

The Parks Master Plan has been a guiding influence on the preparation of our 10 year CIP. The Plan includes recommendations for growth within our parks and trail system that is based on community input received during the creation of the plan including a statistically valid survey.

These proposed projects that we are requesting funding for will provide much needed renovations and redevelopment in aging areas as well as continued expansion of our current parks system. These projects help to fulfill the vision of the City Council and the Parks, Recreation and Open Space Board.

Parks Board Vision

Develop a City that is truly "Unique by Nature" that allows development to occur in a manner that is harmonious with the natural environment maximizes the ability to generate revenues for City operations, minimizes the demand on city resources, provides the greatest benefit to the entire community; and results in a balanced community with a high quality of living in a safe and beautiful environment.

Goals and Relationship to Council Goals and Strategies

Direction for Strategic Growth

Implement the 2017 Parks, Recreation, Open Space, Trails and Streetscape Master Plan to address the expressed interest of our residents; identify areas of deficit; consider other plans and/or planning activities; and create a strategy for addressing growth in a comprehensive and responsive manner.

Inventory, evaluate and fund needed repairs and upgrades to existing facilities and parks.

Identify trails and implement development of them in a manner that maximizes connectivity both locally and regionally.

Enhance the Quality of Life in McKinney

Develop parks strategy to preserve green space for future parkland

Create affordable recreational and cultural arts activities for all ages throughout the city.

Operational Excellence

Provide and keep current rules and regulations that enhance the departmental operations as well as the user experience.

Develop policy and support development of the City in a manner that provides the greatest long term benefit to the entire community.

Describe the mission, strategic goals and objectives, scope of services, day to day operations and number of paid staff and volunteers.

Disclose and summarize any significant, planned organizational changes and describe their potential impact on the Project for which funds are requested.

II. Project

- Outline details of the Project for which funds are requested. Include information regarding scope, goals, objectives, end user.
- Describe how the proposed Project fulfills strategic goals and objectives for your organization and benefits the McKinney community.
- Please also include planned support activities, timeframe/schedule, and estimated use and admission fees if applicable.
- Include the location for Project.
- Provide a timeline for the Project – from design to completion.
- Will the project be competitively bid?
- Are there plans for growth/expansion in future years?

Cottonwood Park – this is a renovation of an outdated neighborhood park and will include a new pavilion, playground equipment, sport court, parking, splash pad and landscaping. The project is under design and construction is anticipated to begin this fall. The requested funds will provide additional construction money needed.

Old Settler’s Aquatic and Park Renovation – this is a renovation of an outdated park and aquatic center. The renovations include adding a new pavilion, play equipment and covered basketball court, restroom upgrades, addressing ADA issues, etc. The requested funds will provide funds for design and partial construction money.

Parks Projects Umbrella – this project will allow staff to utilize funding not designated for a specific project for such things like consultant studies to assist in implementing the newly approved bond program.

Oak Hollow Upgrades – this project will provide much needed upgrades to the golf course and includes putting green reconstruction, pavilion enclosure, replacement of irrigation heads, etc. The requested funds will cover these upgrades.

JMAC Improvements – the requested funds will allow the construction of a sand volleyball court, rock climbing wall and upgrades to the existing restrooms.

Parks Accessibility – this funding will allow for continuous monitoring and addressing ADA issues across the City.

Al Ruschhaupt Renovation – this renovation will include complete restroom replacements, field upgrades, new sports lighting and playground equipment. The requested funds will allow for design and partial construction funding.

Community Center Renovation – this includes constructing a storage room and digital signage. The requested funding will cover this renovation.

Finch Park Phase V – trails, court improvements and pavilions are currently being added to Finch. The existing play equipment and splash pad are outdated and undersized. This project will allow for complete replacement of the outdated play equipment and splash pad that will be more appropriate in size and scope for this community park. The funds will be for design only.

Parks Master Plan – an update is needed to be consistent with the parkland dedication ordinance that is currently being amended.

Please provide the information requested below:

- | | | |
|-----------------------------|---|--|
| • An expansion/improvement? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| • A replacement/repair? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| • A multi-phase project? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| • A new project? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Has a feasibility study or market analysis been completed for this proposed project? *n/a*

Provide specific information to illustrate how this Project aligns with one or more of the goals and strategies adopted by McKinney City Council and McKinney Community Development:

- Eligible for MCDC consideration under Sections 501 to 505 of the Texas Local Government Code (refer to MCDC Grant Guidelines and/or page 1 of this application)
- Support cultural, sports, fitness, entertainment, community projects and events that attract resident and visitor participation and contribute to quality of life, business development and growth of McKinney sales tax revenue
- Highlight and promote McKinney as a unique destination for residents and visitors alike
- Meet citizen needs for quality of life improvements, business development and sustainable economic growth for residents in the City of McKinney
- Demonstrate informed financial planning – addressing long-term costs, budget consequences and sustainability of projects for which funding is requested

Indicate which goal(s) listed above will be supported by the proposed Project/Promotional/Event:

These projects support virtually all of the aforementioned goals and strategies. They are all eligible under the Texas Local Government Code; they promote parks and park developments that will enhance the quality of life for area residents; they create developed park sites that attract residents and visitors to visit due to the unique nature of the planned projects; each project has been prepared with a forecast and budget for maintenance and operations; all eligible projects will be properly signed to recognize these are the result of people buying and dining in McKinney.

Has a request for funding, for this Project been submitted to MCDC in the past?

- Yes No

Date(s):

III. Financial

- Provide an overview of the organization’s financial status including the impact of this grant request on organization mission, goals and business model.
- Please attach your organization’s budget for the current year and audited financial statements for the preceding two years. If audited financials are not available, please indicate why.

What is the total estimated cost for this Project?

\$ 875,000	Cottonwood Park Redevelopment
\$1,500,000	Old Settler’s Aquatic and Park Renovation
\$1,150,000	Parks Projects (Umbrella)
\$ 150,000	Oak Hollow Upgrades
\$ 250,000	JMAC Improvements
\$ 100,000	Parks Accessibility
\$1,000,000	Al Ruschhaupt Renovation

\$ 125,000	Community Center Renovation
\$ 150,000	Finch Park Phase V Renovation
\$ 200,000	Parks Master Plan
\$5,500,000	Total

Please provide a detailed budget specific to the proposed Project.

What percentage of Project funding will be provided by the Applicant? n/a

Are Matching Funds available? Yes No

Cash \$	Source	% of Total
In-Kind \$	Source	% of Total

Please provide details regarding other potential sources for funding. Include name of organization(s) solicited; date of solicitation; amount of solicitation and date that notice of any grant/award/loan is expected.

IV. Marketing and Outreach

Describe marketing plans and outreach strategies for your organization and for the Project for which you are requesting funding – and how they are designed to help you achieve current and future goals.

V. Metrics to Evaluate Success

Outline the metrics that will be used to evaluate success of the proposed Project. If funding is awarded, a final report will be required summarizing success in achieving objectives outlined for the event.

Acknowledgements

If funding is approved by the MCDC board of directors, Applicant will assure:

- The Project for which financial assistance is sought will be administered by or under the supervision of the applying organization.
- All funds awarded will be used exclusively for the purpose described in this application.
- Applicant owns the land, building or facility where the proposed project will be located. If the Applicant does not own the land, written acknowledgement/approval from the property owner must be included with the application. The letter must document the property owner is aware of the proposed use of the property or facility; and the property owner has reviewed the project plan and application, approves and supports the efforts of the Applicant.

- MCDC will be recognized in all marketing, advertising, outreach and public relations as a funder of the Project. Specifics to be agreed upon by applicant and MCDC and included in an executed performance agreement.
- Organization's officials who have signed the application are authorized by the organization to submit the application.
- Applicant will comply with the MCDC Grant Guidelines in executing the Project for which funds were awarded.
- A final report detailing the successful completion of the Project, as measured against identified metrics, will be provided to MCDC no later than 30 days following the completion of the Project.
- Grant funding is provided on a reimbursement basis subsequent to submission of a reimbursement request, with copies of invoices and paid receipts for qualified expenses. Up to 20% of the grant awarded may be withheld **until the final report on completion of the Project is provided to MCDC.**

- The required performance agreement will contain a provision certifying that the applicant does not and will not knowingly employ an undocumented worker in accordance with Chapter 2264 of the Texas Government Code, as amended. Further, should the applicant be convicted of a violation under 8 U.S.C. § 1324a(f), the applicant will be required to repay the amount of the public subsidy provided under the agreement plus interest, at an agreed to interest rate, not later than the 120th day after the date the MCDC notifies the applicant of the violation.

We certify that all figures, facts and representations made in this application, including attachments, are true and correct to the best of our knowledge.

Chief Executive Officer



Signature

MICHAEL KOWSKI
Printed Name

6/27/19
Date

Representative Completing Application



Signature

Jenny Baker
Printed Name

6/28/19
Date

INCOMPLETE APPLICATIONS, OR THOSE RECEIVED AFTER THE DEADLINE, WILL NOT BE CONSIDERED.