



August 14, 2025

McKinney Community Development Corporation  
7300 SH121, Suite 200  
McKinney, TX 75070

Dear McKinney Community Development Corporation Board:

The purpose of this letter is to request an extension of project funding 4B23-17 for Towne Lake Improvements and the Greens Park and Trail Improvements projects.

The Towne Lake Improvements received \$3,500,000 in project funding, with the current term ending September 30, 2025. The project is currently in the pre-bid phase, with construction anticipated to begin in early 2026. The allocated funds will be expended during the construction phase, which is expected to take approximately one year. To allow for the project completion, including retainage release, and closeout procedures, a two-year extension is being requested through September 30, 2027.

The Greens Park/Trail project received \$2,000,000 in funding, also currently set to end on September 30, 2025. Construction is underway and is expected to be completed by late Fall of 2025. To ensure sufficient time for project closeout and retainage disbursement, a one-year extension is being requested with a term ending September 30, 2026.

The City of McKinney Parks Department respectfully requests your consideration and approval of these extensions to support the successful completion of both projects.

Thank you,

A handwritten signature in black ink, appearing to read "Amy Kinkade", written over a light blue circular stamp.

Amy Kinkade

Director of Parks and Recreation