



MEMORANDUM OF UNDERSTANDING (MOU) between
Oceola Township, MI
and
Oceola Community Center / Howell Area Parks and Recreation Authority (HAPRA)
and
Great Start Livingston, Great Start Collaborative /
Livingston Educational Service Agency

This is an agreement between "Party A", Oceola Township, and
"Party B", The Oceola Community Center / HAPRA, and
"Party C", The Livingston GSC.

I. PURPOSE & SCOPE

The purpose of this MOU is to clearly identify the roles and responsibilities of each party as they relate to installation and on-going maintenance of a permanent children's StoryWalk along the path between the Oceola Township and HAPRA buildings.

In particular, this MOU is intended to:

- Establish each party's responsibility
- Establish purchase of materials
- Establish installation of Story Walk
- Establish upkeep of Story Walk

II. BACKGROUND

The Oceola Township and HAPRA have a path throughout their back property just west of Latson Road. The path loops around and connects to an area in between both buildings. [See attached map.](#)

HAPRA has regular community events and activities for families.

The Livingston GSC was awarded a literacy grant to improve access to literacy materials for children birth to age 5.

Great Start Livingston met with HAPRA to discuss the opportunity of a StoryWalk on the Oceola Township and the HAPRA grounds.

Great Start Livingston presented the StoryWalk opportunity to the Oceola Township Board.

III. Oceola Township and HAPRA RESPONSIBILITIES UNDER THIS MOU

Oceola Township and HAPRA shall undertake the following activities:

- Take delivery of aluminum StoryWalk materials, posts, and frames and store until weather conditions allow installation.
- Approve installation of concrete bases and aluminum posts of StoryWalk along approved locations along the determined path.
- Conduct installation of StoryWalk.
- Provide on-going landscaping and grounds upkeep.
- Notify if StoryWalk has been damaged or wear and tear occurs (16 post/frames will be purchased by GSC and extra 2 post/frames will be stored by the Oceola Community Center to be used for replacement parts).
- Promote the StoryWalk to the community.

IV. The Livingston GSC RESPONSIBILITIES UNDER THIS MOU

Livingston GSC shall undertake the following activities:

- Purchase 16 aluminum posts and frames, purchase additional aluminum post/frames to be used for replacement in the event there is damage or vandalism.
- Purchase and store children's books for StoryWalk.
- Provide marketing of the Story Walk and path to community.
- Promote community awareness of StoryWalk trail.
- Host family events at the StoryWalk along the pathway.
- Partner with Howell Carnegie District Library for story selection.
- Find volunteers to replace/change story pages as needed (2 - 3 times per year). Provide notice to Parties.

V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

- Modification - modification of the StoryWalk
- Termination - removal of the StoryWalk

VI. FUNDING

The Livingston GSC will purchase StoryWalk materials including posts, frames, and books. HAPRA will be responsible for the installation and costs associated with the installation.



VII. EFFECTIVE DATE AND SIGNATURE

This MOU shall be effective upon the signature of Parties A, B, and C authorized officials. It shall be in force from February 12, 2024 to March 31, 2025.

Parties A, B and C indicate agreement with this MOU by their signatures on this page.

Signatures:

Oceola Township

Sean P. Dunleavy date 3/15/24
Sean Dunleavy, Township Supervisor

Oceola Community Center / Howell Area Parks and Recreation Authority

Tim Church date 3/18/2024
Tim Church, Executive Director

Great Start Livingston, Great Start Collaborative

Robin Schutz date 3/18/2024
Robin Schutz, Coordinator