

◆ MRC Pocket Park Program Information ◆

PARK PARTNER REQUIREMENTS:

- Be a community group and neighborhood associations who have an interest in an abandoned lot where there is no proposed plan for use by the City of Muncie; and
- Attend the program information meeting and enter into a memorandum of agreement with MRC; includes obtaining letters of support from neighboring property owners for use of the abandoned lot as a small community park

PARTIES' MUTUAL RESPONSIBILITIES

- Work cooperatively to ensure appropriate, efficient communication in support of the objectives of this agreement.
- Regularly share information about desired or proposed changes to the Park.
- Schedule annually a joint meeting of the City and Parks Partner to confer on the progress and condition of the Park, and to review for the continuance of this agreement.
- Work jointly to explore potential sources of funding or other resources for additional improvements and/or expansions of the Park.

PARK PARTNER'S RESPONSIBILITIES

- Inventory and report vacant lots as potential locations for the Park.
- Assist in the acquisition of the property for the Park.
- **Forego any shares in the property the Park Partner may have to the City.**
- Routinely inspect the Park for trash and broken equipment.
- Report broken equipment to the City via the Parks Department.
- Place litter in provided trash receptacles.
- Provide for additional plantings in the Park on a needed basis and overseen by the City.
- Seek to provide volunteer help in landscaping and equipment installation.
- Use the Park and any of its facilities as intended.

MUNCIE REDEVELOPMENT COMMISSION & CITY OF MUNCIE'S RESPONSIBILITIES

- Assist in the identification and contact of property owners of interested properties.
- Assist in the acquisition of the property for the Park.
- Receive the property and **designate it as a municipal Park.**
- Provide opportunity for public input on the design of the Park.
- Facilitate the initial installation of the Park and its facilities from the approved design.
- Perform routine maintenance on the property, equipment, and facilities and as needed.
- Provide trash receptacles for the Park.
- Facilitate the Park Partner's alterations to the property, equipment, and/or facilities.
- Explore potential Park programs to be installed in the Park.

For more information, please contact MRC Neighborhood Investment Committee, City Hall, Office of Community Development, 300 N. High Street, 3rd Floor, Muncie, Indiana 47305, Phone (765) 747-4825, Fax (765) 747-4898, Email zbishop@cityofmuncie.com, Website: www.cityofmuncie.com/mrcresidential