

AGENDA  
Regular Meeting  
TULELAKE CITY COUNCIL  
**February 18, 2025**  
5:30 PM

*Dial in Number: 712-432-3900 – Conference id: 419973 #*

If you are unable to attend in person, join the meeting by dialing the number listed above and entering the Conference ID No.

1. Call to order the special meeting of February 18, 2025.
2. Pledge of Allegiance
3. Approval of the February 11, 2025, special meeting minutes. Discussion/Action.
4. Approval of the payments of bills. Discussion/Action.
5. Comments from the public.

*This is the time set aside for citizens to address the Council on matters not on the agenda. Comments should be limited to matters within the jurisdiction of the Council. If your comment concerns an item on the agenda, please address the Council after that item is open for public comment. By law, the Council cannot discuss or act on matters that are not on the agenda. The mayor reserves the right to limit the duration of each speaker to three (3) minutes. Speakers may not give their time to others.*

6. Approval of MOU between the Tulelake Library and Tulelake Early Head Start, for the purpose of establishing a partnership to host a monthly playgroup at the Library and assist in distributing flyers and information to the individuals and families served by Early Head Start. Discussion/Action. (Library Branch Manager)
7. Approval of MOU between the Tulelake Library and the Tulelake Shindig, for the purpose of establishing a partnership to offer a booth with children's activities at the Tulelake Shindig community event. Discussion/Action. (Library Branch Manager)
8. Approval of MOU between the Tulelake Library and the Tulelake Revitalization Committee, for the purpose of establishing a partnership to offer a booth with children's activities at the Tulelake Revitalization Committee's community events. Discussion/Action. (Library Branch Manager)
9. Review and possible approval of FY22/23 Audit. Discussion/Action. (Finance Director)
10. Department Head updates. Discussion/Action.
  - a. Chief of Police, Tom Hoy
  - b. Chief Resilience Officer, Jenny Coelho
  - c. Interim City Hall Administrator, Aissa Martinez
  - d. Director of Public Works, Jose Perez
  - e. Finance Director, Will Sargent

**COMMENTS FROM ADMIN AND STAFF:**

11. Comments from City Engineer
12. Comments from City Attorney
13. Comments from City Building Inspector (Steve Sluss)
14. Comments from Library Branch Manager (Kaylee Wood)
15. Comments from Chief of Police (Tom Hoy)
16. Comments from Chief Resilience Officer (Jenny Coelho)
17. Comments from Police Officer (Jorge Ruiz)
18. Comments from Director of Public Works (Jose Perez)

19. Comments from Finance Director (Will Sargent)
20. Comments from City Treasurer (Sara Luscombe)
21. Comments from City Clerk (Aissa Martinez)
22. Comments from City Administrative Clerk (Cecilia Alvarado)
23. Comments from Council Member Henry Ebinger
24. Comments from Council Member Margie Cordonier
25. Comments from Council Member Teresa Williams
26. Comments from Council Member Bryan Hendricks
27. Comments from Council Member Tom Cordonier
28. Adjournment

Meetings convene in the Council Chambers at City Hall located at 591 Main Street, Tulelake, CA 96134.

Parties with a disability as provided by the American Disabilities Act who require special accommodations or aids to participate in a public hearing should make the request to City Hall Staff at least 48 hours prior to the meeting.

The City Attorney, Margaret Long, may appear by telephone from 2240 Court Street, Redding, CA 96001 (530) 691-0800.

The City Finance Director, Will Sargent, CPA, may appear by telephone from 125 Riverside Drive, Klamath Falls, OR 97601 (541) 882-2668.

**MINUTES**  
**Special Meeting**  
**TULELAKE CITY COUNCIL**  
**February 11, 2025 - 5:30 PM**

Mayor, Tom Cordonier called the meeting to order at 5:30PM. Mayor Pro Tem Bryan Hendricks and Council Members Henry Ebinger; Teresa Williams and Margaret Cordonier were present. Also in attendance were City Clerk, Aissa Martinez; Chief of Police, Tom Hoy; Chief Resilience Officer, Jenny Coelho; Police Officer, Jorge Ruiz; Director of Public Works, Jose Perez; City Administrative Clerk, Cecilia Alvarado and Tulelake Multi Fire Department Captain, Adam Alcorn. Those absent were City Treasurer, Sara Luscombe and Finance Director, Will Sargent.

**APPROVAL OF THE JANUARY 21, 2024, REGULAR MEETING MINUTES**

Mayor Cordonier made a motion for the approval of the January 21, 2025, regular meeting minutes. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-14)

**APPROVAL OF THE PAYMENTS OF BILLS**

Mayor Cordonier made a motion to approve paying the bills presented. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-15)

**COMMENTS FROM THE PUBLIC**

No comments.

**APPROVAL TO DO A SURPLUS SALE FOR CITY EQUIPMENT**

Director of Public Works, Jose Perez, commented that he would like to have a surplus sale to get rid of some equipment in the City that is not being used. Council Member Ebinger made a motion for the approval to do a surplus sale for City equipment. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-16)

**APPROVAL OF QUOTE TO SERVICE CITY GENERATORS WITH PETERSON CAT**

Director of Public Works, Jose Perez, commented that Peterson CAT gave him a quote of \$15,697.00 for two years to service four of the City generators. Mayor Cordonier made a motion for the approval of quote to service City generators with Peterson CAT. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-17)

**LOCAL FIRE REPORT AND UPDATE OF RECENT FIRE HAZARDS AND POTENTIAL FIRE HAZARDS WITHIN THE CITY OF TULELAKE**

Tulelake Multi Fire Department Captain, Adam Alcorn, gave an update on the recent fire hazards and the potential fire hazards within the City of Tulelake. No action was taken.

**APPROVAL OF CONTRACT AMENDMENT #2, TASK ORDER #11 FOR PERMANENT LOCAL HOUSING ALLOCATION (PLHA) 2020 COMMITMENT TO DO PLANNING AND PRELIMINARY ENGINEERING**

Mayor Cordonier made a motion for the approval of Contract Amendment #2, Task Order #11 for Permanent Local Housing Allocation (PLHA) 2020 Commitment to do planning and preliminary engineering. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-18)

**APPROVAL OF CITY PLANNER'S QUOTE FOR PERMANENT LOCAL HOUSING ALLOCATION (PLHA) 2020 COMMITMENT TO DO PLANNING FOR PLHA SITE**

Mayor Cordonier made a motion for the approval of City Planner's quote for Permanent Local Housing Allocation (PLHA) 2020 commitment to do planning for PLHA site. Council Member Cordonier seconded the motion. All votes were aye. Motion carried. (Motion 25-19)

**APPROVAL OF RESOLUTION 25-02 "AUTHORIZING AMENDMENT OF RESOLUTION NO. 22-15 OF CITY OF TULELAKE AUTHORIZING THE APPLICATION AND ADOPTING THE PLHA PLAN FOR THE PERMANENT LOCAL HOUSING ALLOCATION PROGRAM" AMENDING AUTHORIZED SIGNERS/DESIGNEE FOR THE PLHA GRANT**

City Clerk, Aissa Martinez, read the title of Resolution 25-02. Mayor Cordonier made a motion for the approval of Resolution 25-02 "Authorizing Amendment of Resolution No. 22-15 of City of Tulelake authorizing the application and adopting the PLHA plan for the Permanent Local Housing Allocation Program" amending authorized signers/designee for the PLHA grant. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-20)

**UPDATE, REVIEW AND APPROVAL OF FINAL ARCHITECTURAL SCHEMATIC FOR THE TULELAKE CULTURAL VISITOR CENTER AND APPROVAL TO START THE PHASE 2 RFP PROCESS**

Chief Resilience Officer, Jenny Coelho, presented the Council with the final schematic for the Tulelake Cultural Visitor Center. She also commented that they are ready to start the phase 2 RFP process. Mayor Cordonier made a motion for the approval of final architectural schematic for the Tulelake Cultural Visitor Center and to start the phase 2 RFP process. Mayor Pro Tem Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 25-21)

**APPROVAL OF QUOTE FROM STACY AND DENNIS IT FOR A NEW DESKTOP COMPUTER AND MONITORS FOR THE FRONT DESK**

Chief Resilience Officer, Jenny Coelho, received a quote of \$1,314.00 from Stacy and Dennis IT for a new desktop computer and monitors for the front desk. She also commented that it will be coming out of the Chief Resilience Officer budget because she took her computer into her new office. Mayor Cordonier made a motion for the approval of quote from Stacy and Dennis IT for a new desktop computer and monitors for the front desk. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-22)

**APPROVAL TO DISMISS AND FORGIVE 123 EXTRA HOURS OF USED COMP TIME BY CHIEF HOY**

Mayor Pro Tem Hendricks commented that the extra 123 hours of comp time used by Chief Hoy should be forgiven and dismissed because it was an accounting mistake. Mayor Cordonier made a motion for the approval to dismiss and forgive 123 extra hours of used comp time by Chief Hoy. Council Member Williams seconded the motion. All votes were aye. Motion carried. (Motion 25-23)

**APPROVAL TO HIRE CHRISTIAN MARQUEZ ALCALA FOR THE FULL-TIME ASSISTANT CITY ADMIN POSITION STARTING AT \$17.08 PER HOUR**

Interim City Hall Administrator, Aissa Martinez, commented that there were six interviews and thought that Christian was the most qualified. Council Member Cordonier made a motion for the approval to hire Christian Marquez Alcala for the full-time Assistant City Admin position starting at \$17.08 per hour. Mayor Pro Tem Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 25-24)

**APPROVAL TO PURCHASE NEW RADAR UNIT FOR PATROL CAR**

Police Officer, Jorge Ruiz, commented that Deschutes County sent a radar unit to the Police Department and will eventually charge them \$1,600.00 for it. Council Member Cordonier made a motion for the approval to purchase the radar unit from Deschutes County for the patrol car. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-25)

**APPROVAL TO CASH OUT 30 HOURS OF COMP TIME AS EXEMPT FROM TAXES**

Police Officer, Jorge Ruiz, commented that he would like 30 hours of his comp time paid out deciding to be nonexempt from taxes. Mayor Cordonier made a motion for the approval to cash out 30 hours of comp time as exempt from taxes. Mayor Pro Tem Hendricks seconded the motion. All votes were aye. Motion carried. (Motion 25-26)

**DEPARTMENT HEAD UPDATES**

**Chief of Police:** Tom Hoy commented that the seniors in Tulelake are in bad shape, and he has been helping them by taking them food and offering shelter. He also commented that he has someone that he would like to hire who has already gone to the academy and he will be bringing him up here to introduce to everyone. He commented that he has been helping plow driveways and has raised \$3500.00 that will be going towards the K-9 fund. Finally, he stated that on April 4<sup>th</sup> there will be a K-9 Fund Dinner with the Police Department at the Tulelake Fire Department.

**Chief Resilience Officer:** Jenny Coelho commented that she will be having an Emergency Planning Committee Meeting on Thursday at 1:30PM and the main focus will be about all the snow that the City has gotten. She commented that they are finally finishing up with the 22/23 Audit and will bring it to the next Council meeting.

**Interim City Hall Administrator:** Aissa Martinez reminded everyone about the CPR training next Thursday at 8:00AM.

**Director of Public Works:** Jose Perez commented that his crew is doing the best they can with the little equipment they have to clean up all the snow.

**Finance Director:** Absent.

**ADJOURNMENT**

Mayor Cordonier made a motion to adjourn the meeting at 7:06PM. Council Member Ebinger seconded the motion. All votes were aye. Motion carried. (Motion 25-27)

---

Tom Cordonier, Mayor

Attest:

---

Aissa Martinez, City Clerk

City of Tulelake  
Posted General Ledger Transactions - City Council Bills to Approve

Bills Submitted for Approval on 02-18-2025 - <a href="#">API25007</a> for Weeks 02/05/2025-02/18/2025				
Name	Document Number	Document Amount	Document Description	Fund Code
AMERICAN SANITATION, INC	39444	140.00	Portable Toilet - TS - 12/9/24-2/6/25	01
BANK OF AMERICA BUSINESS	281605	61.20	Snow Suit Alteration	05
BANK OF AMERICA BUSINESS	338183	20.45	Operating Supplies	05
BANK OF AMERICA BUSINESS	461858	5.99	Whitepages	01
BANK OF AMERICA BUSINESS CARD	602939	83.41	Fuel - PD	01
BANK OF AMERICA BUSINESS	624001	107.64	Appraver	01
BANK OF AMERICA BUSINESS	752699	26.58	Work Lunch	05
BANK OF AMERICA BUSINESS	854164	1,033.97	Police Vest	05
BANK OF AMERICA BUSINESS	862310	10.00	Car Wash	05
CAL-ORE TELEPHONE CO.	Cal-Ore 02/2025	927.72	Cal-Ore Telephone	01
CANON SOLUTIONS AMERICA,	6010800439	55.89	Maintenance on Copier - PD	01
CONTINENTAL UTILITY	BF10058	242.53	Postcard Utility Bills	02
CONTINENTAL UTILITY	INVC-10549	2,500.00	CBSW Annual Technical Support &	02
ED STAUB & SONS PETROLEUM,	12003868	631.01	Propane - PD	01
ED STAUB & SONS PETROLEUM,	335811	306.09	Fuel - PD	01
ED STAUB & SONS PETROLEUM,	335822	545.65	Fuel - PW	02
INTELLICHOICE, INC. DBA	1233794	1,273.08	Annual License & Support Fee for Software -	01
INTERNATIONAL ASS. OF CHIEFS OF POLICE	0376471	220.00	International Association of Chiefs of Police Dues	01
METAL MASTERS, INC	68686	561.80	Maintenance on Heater - CH	01
PACIFIC POWER	41972561-009 3 02/25	745.15	470 C St	01
PACIFIC POWER	41972561-010 1 02/25	340.99	489 Fifth St	02
PAPE MACHINERY, INC.	15881474	13.23	Extension SP - PW	01
POWER PAC	17327-1	103.80	Steel, Chisel/Point/Breaker	01
PRENTICE LONG, PC	7277	242.50	Attorney Fees	01
SIERRA SPRINGS	24382086 020725	56.99	Sierra Springs Water	01
STATELINE AUTO PARTS SUPPLY,	600675	8.57	Maintenance on Vehicle - PD	01
STATELINE AUTO PARTS SUPPLY,	601341	136.19	Operating Supplies - PW	02
STATELINE AUTO PARTS SUPPLY,	601400	34.30	Wiper Blades - PW	02
STATELINE AUTO PARTS SUPPLY,	601973	42.89	Towstrap - PW	01
STATELINE AUTO PARTS SUPPLY,	B263125	11.38	Operating Supplies	04
THOMAS CORDONIER	TC 1/28/25	149.50	Reim. Collier Meeting - Tom C	01
WOODHOUSE FARMING & SEED	S27812	45.00	Weight Fees	04
WOODHOUSE FARMING & SEED	S27830	30.00	Weight Fees	04
WOODHOUSE FARMING & SEED	S27853	30.00	Weight Fees	04
WOODHOUSE FARMING & SEED	S27870	30.00	Weight Fees	04
Total Bill Amount		<b>\$10,773.50</b>		
		Approved at the Regular Meeting on February 18, 2025		
	<b>Pay Dates: 02/14/2025</b> <b>PAY PERIOD: 01/26/2025-02/08/2025</b>		<b>Fund Account Codes:</b>	
<i>Police Department: (4 Employees)</i>	<i>\$6,213.45</i>		01- General Fund	
<i>Chief Resilience Officer (1 Employee)</i>	<i>\$2,192.67</i>		02- Enterprise Fund - Water	
<i>Public Works: (6 Employees)</i>	<i>\$6,958.96</i>		03- Enterprise Fund - Sewer	
<i>City Hall: (4 Employees, including Library &amp; Custodial)</i>	<i>\$4,212.96</i>		04- Enterprise Fund - Garbage	

City of Tulelake  
Posted General Ledger Transactions - City Council Bills to Approve

<i>Council &amp; Elected Officials: (7 persons)</i>			05- Police Personnel (COPS Grant)	
			11- Gas Tax Fund (Streets)	
<b>Total Amount of Payroll DD's</b>		<b>\$19,578.04</b>	13- Local Transportation (TDA)	
<b>Total Amount Submitted for Approval - February 18, 2025:</b>		<b>\$30,351.54</b>		

# MEMORANDUM OF UNDERSTANDING

Between  
Tulelake Library  
and  
Tulelake Early Head Start

This Memorandum of Understanding (MOU) is entered into by and between Tulelake Library (hereinafter referred to as "the Library") and Tulelake Early Head Start (hereinafter referred to as "Early Head Start"), collectively referred to as "the Parties," effective as of April 1, 2025.

## Purpose

The purpose of this MOU is to establish a collaborative partnership between the Library and Early Head Start to host a monthly playgroup at the Library and assist in distributing flyers and information to the individuals and families served by Early Head Start.

## Scope of Services

### 1. Monthly Playgroup

Early Head Start agrees to assist in organizing and facilitating a playgroup at the Library once a month. The playgroup will serve children and families with educational and interactive activities to support early childhood development.

- The playgroup will be held on days previously agreed upon by both parties.
- Early Head Start will provide staff to lead and supervise the playgroup activities once a month.
- The Library will provide a designated space for the playgroup and necessary resources, including but not limited to seating, play materials, and educational tools.

### 2. Distribution of Flyers and Information

Early Head Start will assist in distributing flyers, newsletters, and other relevant information about Library programs and services to families enrolled in Early Head Start.

- Flyers and materials will be provided by the Library in a timely manner.
- Early Head Start staff will distribute these materials at Early Head Start events, during home visits, and via other communication channels to reach families.

### 3. Promotion and Outreach

Both parties will work collaboratively to promote the playgroup and related services through various channels, including social media, websites, and community events. The Library and Early Head Start will share their resources to maximize attendance and community engagement.

## Roles and Responsibilities

- **Tulelake Library will:**
  - Provide the space and necessary resources for the playgroup.

- Assist in promoting the playgroup and library services through flyers and social media.
- Support Early Head Start in any additional logistical needs for the playgroup.
- **Tulelake Early Head Start will:**
  - Provide trained staff to lead and supervise the playgroup.
  - Assist in distributing flyers and other promotional materials to Early Head Start families.
  - Coordinate with the Library on the scheduling of the playgroup and ensure the attendance of Early Head Start families.

**Term and Duration**

This MOU shall remain in effect for one year from the effective date, with the possibility of renewal upon mutual agreement. Either party may terminate this MOU with 30 days written notice to the other party.

**Confidentiality**

Both parties agree to keep any sensitive or confidential information shared during the course of this collaboration private and not disclose it to unauthorized third parties, in compliance with applicable laws and regulations.

**Amendment and Modifications**

This MOU may be amended or modified by mutual written consent of both parties at any time during the term of the agreement.

**Signatures**

By signing below, both parties agree to the terms and conditions outlined in this MOU.

**For Tulelake Library:**

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**For Tulelake Early Head Start:**

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_



# MEMORANDUM OF UNDERSTANDING (MOU)

## Between

### **Tulelake Library**

451 Main Street Tulelake CA 96134

Kailee Wood - Library Manager

## AND

### **Tulelake Shindig**

Lydia Gill - Owner of Tulelake Shindig

This Memorandum of Understanding (MOU) is entered into by and between the Tulelake Library (hereinafter referred to as the "Library") and the Tulelake Shindig (hereinafter referred to as the "Shindig") for the purpose of establishing a partnership to offer a booth with children's activities at the Tulelake Shindig community event.

## **1. PURPOSE**

The purpose of this MOU is to outline the terms and responsibilities of both parties in providing children's activities at the Tulelake Shindig event. This collaboration aims to engage local children, promote literacy, and foster community involvement.

## **2. SCOPE OF ACTIVITIES**

The Library agrees to provide the following for the event:

- A designated booth for children's activities at the Shindig.
- Age-appropriate educational and recreational activities such as story time, craft stations, games, or other library-related programs.
- Materials and staff or volunteers to facilitate the activities.
- Library promotional materials such as brochures, flyers, and event calendars.

The Shindig agrees to provide the following:

- A designated space at the Shindig for the Library's booth.
- Promotion of the Library's participation in the event through event announcements, social media, or other promotional materials.

## **3. EVENT SCHEDULE AND LOCATIONS**

The Library will participate in the following event organized by the Shindig:

2025 Tulelake Shindig

**4. RESPONSIBILITIES OF THE PARTIES**

**Tulelake Library shall:**

- Provide staffing for the booth, including Library staff or trained volunteers.
- Coordinate and supply all necessary materials for the activities.
- Ensure that activities are conducted in a safe and enjoyable manner for all participants.

**Tulelake Shindig shall:**

- Provide a space for the Library booth at the event.
- Ensure the booth area is safe and accessible to participants.
- Promote the Library's involvement in the event.

**5. DURATION OF AGREEMENT**

This MOU will remain in effect for the duration of the Tulelake Shindig event, scheduled for [insert date], unless extended or amended by mutual written agreement of both parties. Either party may terminate this agreement with 30 days written notice.

**6. PUBLICITY AND PROMOTION**

Both parties agree to promote the activities through appropriate channels, including social media, local news outlets, and printed materials. The Library may use the Shindig's logo in promotional materials and vice versa, with prior written approval.

**7. LIABILITY**

Both parties agree to hold harmless the other from any claims or damages that may arise out of the activities conducted under this MOU, except where caused by the negligence or misconduct of either party.

**8. SIGNATURES**

By signing below, the parties acknowledge and agree to the terms and conditions outlined in this MOU.

For the **Tulelake Library:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

For the **Tulelake Shindig:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# MEMORANDUM OF UNDERSTANDING (MOU)

## Between

### **Tulelake Library**

451 Main Street Tulelake CA 96134  
Kailee Wood - Library Manager

## AND

### **Tulelake Revitalization Committee**

Angela Sutton - Committee Co-chair  
Emily Hall - Committee Co-chair

This Memorandum of Understanding (MOU) is entered into by and between the Tulelake Library (hereinafter referred to as the "Library") and the Tulelake Revitalization Committee (hereinafter referred to as the "Committee") for the purpose of establishing a partnership to offer a booth with children's activities at the Committee's community events.

## **1. PURPOSE**

The purpose of this MOU is to outline the terms and responsibilities of both parties in providing children's activities at community events organized by the Tulelake Revitalization Committee. This collaboration aims to engage local children, promote literacy, and foster community involvement.

## **2. SCOPE OF ACTIVITIES**

The Library agrees to provide the following for the events:

- A designated booth for children's activities.
- Age-appropriate educational and recreational activities such as story time, craft stations, games, or other library-related programs.
- Materials and staff or volunteers to facilitate the activities.
- Library promotional materials such as brochures, flyers, and event calendars.

The Committee agrees to provide the following:

- A designated space at each event for the Library's booth.
- Promotion of the Library's participation in the event through event announcements, social media, or other promotional materials.

## **3. EVENT SCHEDULE AND LOCATIONS**

The Library will participate in the following events organized by the Committee:

Halloween Spooktacular  
Jolly Jamboree

**4. RESPONSIBILITIES OF THE PARTIES**

**Tulelake Library shall:**

- Provide staffing for the booth, including Library staff or trained volunteers.
- Coordinate and supply all necessary materials for the activities.
- Ensure that activities are conducted in a safe and enjoyable manner for all participants.

**Tulelake Revitalization Committee shall:**

- Provide a space for the Library booth at the community events.
- Ensure the booth area is safe and accessible to participants.
- Promote the Library's involvement in the events.

**5. DURATION OF AGREEMENT**

This MOU will remain in effect from March 1,2025 to March 1,2026, unless extended or amended by mutual written agreement of both parties. Either party may terminate this agreement with 30 days written notice.

**6. PUBLICITY AND PROMOTION**

Both parties agree to promote the activities through appropriate channels, including social media, local news outlets, and printed materials. The Library may use the Committee's logo in promotional materials and vice versa, with prior written approval.

**7. SIGNATURES**

By signing below, the parties acknowledge and agree to the terms and conditions outlined in this MOU.

For the **Tulelake Library:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

For the **Tulelake Revitalization Committee:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_