

## **Hinsdale County School District Memorandum of Understanding Sheltering and Mass Care Facilities**

This agreement is made and entered into between the Hinsdale County School District and the Town of Lake City to establish shelter site locations and terms of use in the event of an evacuation of the students and staff of the Hinsdale County School District.

The Hinsdale County School District will make every effort to notify the Town of Lake City of evacuation possibilities with as much notice as possible. Contact information between the two parties shall be maintained in a separate appendix and is considered confidential information and is not subject to public disclosure.

The Town of Lake City agrees to open their building located at 230 Bluff Street, Lake City, CO 81235 to provide shelter and assistance to students and staff evacuated during emergency situations when the students and staff have a need to be sheltered. the Town of Lake City has a capacity to accommodate approximately 209 people.

the Town of Lake City understands that their organization will be responsible for opening the building and developing procedures for making the building accessible, including rest rooms and an area with phone and internet connection (if available) for Hinsdale County School District administrative personnel. Furthermore, Hinsdale County School District will provide supervision for all students and staff during the time that the facility is used as an emergency shelter site.

The Hinsdale County School District agrees that it shall exercise reasonable care in the conduct of its activities in said facilities and further agrees to replace or reimburse the Town of Lake City for any items, materials, equipment or supplies that may be used by the district in the conduct of its sheltering activities in said facilities.

The Hinsdale County School District will be responsible for replacing, restoring or repairing damage caused by the use of any building, facilities or equipment belonging to the Town of Lake City.

The Hinsdale County School District will reimburse the Town of Lake City for any bona fide expenditure of personnel required to maintain the facility, including overtime costs, upon production of receipts or time sheets. The Hinsdale County School District will not pay any operational or administrative fees to the Town of Lake City.

The Hinsdale County School District shall provide any and all releases of information to the press and media. Requests for interviews or information submitted to the Town of Lake City shall be directed to the Hinsdale County School District's Public Information Officer or the Superintendent of Schools.

The Hinsdale County School District will make every effort to recognize the hospitality of the Town of Lake City in any press or media releases pertaining to the re-location and sheltering of students and staff.

Nothing in this MOU is intended to conflict with current laws or regulations of the United States of America, the State of Colorado, or local government. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this MOU shall remain in full force and effect.

This agreement shall become effective on March 26, 2026 and may be modified upon the mutual written consent of the parties.

The terms of this agreement, as modified with the consent of both parties, shall be self-renewable for a period of five (5) years from the end date of the agreement unless written termination is given by either party. Either party, upon sixty (60) days written notice to the other party, may terminate this agreement.

The terms of this agreement, as modified with the consent of both parties, AND NOW, this 20<sup>th</sup> day of March 2026, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

Rebecca Hall

Superintendent, Hinsdale County School District

\_\_\_\_\_  
Authorized Signature, Facility

Date

3/26/2026

\_\_\_\_\_  
Date

**Hinsdale County School District**  
**Memorandum of Understanding**  
**Sheltering and Evacuation Contact Information**

Confidential – Not for Public Disclosure

**School District Building:**

Address: 614 Silver Street, Lake City, CO 81235  
Phone: 970-944-2314 Fax: 970-944-2662

Principal: Rebecca Hall Email: rebeccah@lakecityschool.org Cell: 970-901-8790  
Alternate: Martha Levine Email: marthal@lakecityschool.org Cell: 858-774-0134  
Alternate: Email: Phone: Cell:

**Approximate**

Number of Students: 70  
Number of Staff: 25

Evacuation Route from School to Shelter Site: Depends on situation.

Student Pick-Up Point: We plan to use the weight room for parents to pick up students.

Special Needs of Students/Staff: We have one staff member in a wheelchair. Student special needs consist of hearing loss, developmental delays and autism spectrum.

Please attach additional planning or operational procedures to this form. ATTACHED

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**Host Facility: The Town of Lake City**

Address: 230 Bluff St., Lake City, CO 81235  
Phone: Fax:  
Occupancy Capacity: 209

**Contact Person(s)**

1<sup>st</sup> Name: Address:  
Email: Phone: Cell:

2<sup>nd</sup> Name: Address:  
Email: Phone: Cell:

3<sup>rd</sup> Name: Address:  
Email: Phone: Cell: