



MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into this ___ day of September, 2026, between the Town of Lake Park and BRIDGES at Lake Park

- 1. Purpose.** The Town of Lake Park (Town) and the Children's Home Society of Florida (operating as 'BRIDGES at Lake Park') (BRIDGES) agree to work together by participating in quarterly service coordination meetings. The parties to this MOU shall have the following responsibilities:

2. Parties' Obligations

BRIDGES at Lake Park (BRIDGES):

- Assist Town, through its Library, to raise awareness of the Library's monthly events by encouraging families to participate in activities, disseminating information, and placing at least one of the Library's activities on the BRIDGES' monthly calendar.
- Assist the Town by engaging Town families in activities that support and strengthen literacy by facilitating a literacy activity once per month.
- Collaborate with the Town on certain identified community events and activities, including, but not limited to: the Holiday Tree Lighting, Easter Egg Hunt, and Back to School Bash.
- BRIDGES and the Library will meet at signing and annually thereafter to review progress toward agreed outcomes and, as needed, adjust roles and responsibilities – including BRIDGES's promotion, outreach, and referral of program participants to attend the Library's educational programming.

Town through its Library:

- Collaborate with BRIDGES to identify the needs of Town families, and support them in completing and submitting service request forms – with written consent – to access BRIDGES services and navigation to local resources.
- Provide a space at the Town's Library to enable BLP to distribute information about its program and activities as well as facilitate a monthly family literacy activity.
- Assign a representative to ensure the lines of communication are open to address challenges and/or ideas to improve partnerships.
- The Town, through the Library, and BRIDGES will meet at signing and annually thereafter to review progress toward agreed outcomes and, as needed, adjust roles and responsibilities – including the Town's provision of library space and programming, and BRIDGES' promotion, outreach, and referral of participants.

3. Effective Date / Termination

This MOU shall become effective upon the execution by the authorized representatives of each party. Either party may terminate for convenience upon providing the non-terminating party 5 business days advance written notice. Annually, this agreement will be reviewed jointly by BRIDGES and the Library for effectiveness and may be amended if necessary.

4. Notices

Town of Lake Park
535 Park Avenue
Lake Park, FL 33403

Bridges at Lake Park

5. Signatures

TOWN OF LAKE PARK

By: _____
Vivian Mendez, Town Clerk

By: _____
Roger Michaud Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: _____
Thomas J. Baird, Town Attorney

BRIDGES OF LAKE PARK

By: _____