

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE TOWN OF LOS GATOS AND
THE LOS GATOS-SARATOGA UNION HIGH SCHOOL DISTRICT**

This Memorandum of Understanding ("Agreement") is entered on January 1, 2019 between the Town of Los Gatos ("Town") and the Los Gatos-Saratoga Union High School District ("District"). Town and District may be referred to herein individually as a "Party" or collectively as the "Parties."

The parking programs for the Town are structured under its Parking Management Plan which was adopted in 2001. This plan gives the Town the authority to charge the District, residents or any business a fee for permit parking on a designated public street.

The District wishes to ensure that parking on High School Court shall remain available for Los Gatos High School ("School") staff. The District wishes avoid an annual individual permit fee for each School employee. Therefore, the parties agree that the District shall pay the Town a lump sum of Five Thousand Dollars (\$5,000) a year to provide School staff parking privileges during school hours.

In consideration therefor, the Town shall waive the individual parking permit requirement for District staff who park on the Town's portion of High School Court during the school day. The school day is defined as 7:00AM to 4:00PM on days that school is in session. The Town agrees to place signs along High School Court indicating that the parking spaces are reserved for School staff from 7:00AM to 4:00PM on school days. The School shall create its own permits. Permits are required and must be displayed when School staff uses the designated parking spots on High School Court. Permits are not valid on Main Street or Church Street. The parking permit must be hung on the rear window with the printed side towards the windshield, or placed on the dashboard with the printed side visible. Vehicles may be cited if a valid permit is not visible.

The Town shall annually invoice the District each December 1st for the following January 1st through December 31st. The invoice shall be sent to Los Gatos-Saratoga Union High School District, 17421 Farley Road West, Los Gatos, 95030, Attention: Accounts Payable. The invoice is due and payable each January 1st.

This Agreement shall automatically renew each January 1st, unless written notice of termination is delivered in writing by either party to the other party at least 90 days prior to the renewal date.

Any notice under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered (effective upon receipt) or sent by overnight delivery service addressed as follows (effective the business day next following delivery thereof to the overnight delivery service).

Los Gatos-Saratoga Union High School District
17421 Farley Road West,
Los Gatos, CA 95030
Attn: Chief Business Officer

Town of Los Gatos
Police Department,
110 E. Main St, Los Gatos, CA 95030
Attn: Community Outreach Coordinator

ACCEPTED AND AGREED on the date indicated below. By signing this Agreement, each Party certifies, under penalty of perjury, that all the information provided in the Agreement is true, complete, and correct and that the person executing this Agreement has full power and authority to enter into the Agreement:

Los Gatos-Saratoga Union High School District

Date: 4-9-, 2019

Signature: Rosemarie Pottage

Print Name: ROSEMARIE POTTAGE

Print Title: Asst. Sup / CBO

Town of Los Gatos

Date: 4-9, 2019

Signature: Laurel Prevetti

Print Name: Laurel Prevetti

Print Title: Town Manager

Approved as to form:

Robert Schulz
Robert Schulz, Town Attorney

September 1 2026
ATTACHMENT 1