

MOU BETWEEN THE CITY OF SUTTER CREEK AND THE AMADOR COUNTY UNIFIED SCHOOL DISTRICT

Cooperative Framework for Traffic Safety, Neighborhood Parking Management, and Shared Public Safety Resources for Amador High School Consolidation

1. PURPOSE & FINANCIAL PRINCIPLES

- **Parties:** The City of Sutter Creek ("City") and the Amador County Unified School District ("District").
- **Core Principle — Cost Neutrality & Resource Efficiency:** Recognizing that both the City and the District operate under severe rural budgetary constraints, this MOU relies primarily on administrative enforcement, operational scheduling, existing shift personnel, and external state/regional grant funding rather than creating new unfunded operational expenses for either agency.

2. LOW-COST ADMINISTRATIVE PARKING ENFORCEMENT

To prevent off-campus student parking on City streets without incurring ongoing police overtime costs:

- **District Permit Revocation Policy:** The District agrees to make compliance with municipal parking rules a binding condition of holding an Amador High School parking permit and participating in extracurricular activities.
- **Administrative Penalty:** If a student parks illegally on Oro Madre Way, Spanish Street, or surrounding residential neighborhoods:
 1. **First Offense:** District warning and notification to parents.
 2. **Second Offense:** Revocation of on-campus parking permit for the semester.
- **Low-Cost Enforcement Mechanism:** District campus monitors/staff will log license plates of vehicles parked on adjacent residential streets during morning rounds and cross-reference them against student vehicle registration lists, handing violations directly to school administration—eliminating the need for daily police ticketing.

3. TARGETED & EFFICIENT PUBLIC SAFETY COVERAGE

Instead of funding a full-time dedicated SRO position or mandatory daily overtime shifts:

- **Targeted "Back to School" Patrols:** The Sutter Creek Police Department (SCPD) will assign existing shift officers or Community Service Officers (CSOs) to conduct visible morning and afternoon traffic presence along Spanish Street during the first four (4) weeks of the school year (the peak transition period) within existing shift budgets.
- **Routine Patrol Integration:** Following the initial four-week period, SCPD officers will incorporate drop-off (7:30–8:15 AM) and pick-up (2:30–3:15 PM) corridor checks into their standard daily routine patrols without generating extra-duty overtime charges.

- **Joint Grant Applications for Safety Staffing:** If either agency seeks state or federal grant funding (e.g., Caltrans, BSCC, or COPS hiring grants) for school safety or traffic enforcement, both parties agree to co-apply to bring external funding into Sutter Creek.

4. LOW-COST OPERATIONAL TRAFFIC MANAGEMENT

- **Mandatory Staggered Bell Schedules:** To prevent compound gridlock along Spanish Street and Sutter-Ione Road without spending capital funds, the District covenants to maintain a minimum 20-to-30-minute staggering between the start and dismissal bells of Sutter Creek Elementary School and Amador High School.
- **On-Campus Drop-Off Valet Loop:** The District will utilize existing school staff, campus monitors, or student leadership volunteers to direct vehicle flow inside the Amador High School drop-off loop to keep staging vehicles off Spanish Street.

5. EXTERNAL GRANT FUNDING FOR INFRASTRUCTURE & SAFETY

- **Grant-Funded Highway & Pedestrian Controls:** Recognizing that neither agency has general funds to widen roads or build signals, the City and District agree to jointly apply for Caltrans Active Transportation Program (ATP), Highway Safety Improvement Program (HSIP), and Safe Routes to School grants to cover 100% of capital costs for:
 1. Time-of-day active flashing warning beacons (25 MPH School Zone) on SR 49 near Sutter-Ione Road.
 2. High-visibility crosswalks and solar-powered Rectangular Rapid Flashing Beacons (RRFBs) on Spanish Street.
- **No Local Cash Match Requirement:** Neither party shall be obligated to construct major off-site physical roadway widenings unless 90%+ covered by state/regional grant awards.

6. ANNUAL REVIEW & COMMUNICATION

- **Bi-Annual Coordination Meetings:** The City Manager, Chief of Police, and District Superintendent (or designees) shall meet twice per year (July and January) to review traffic operations, adjust parking permit caps, and address safety concerns collaboratively before costs escalate.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding as of the date written below.

CITY OF SUTTER CREEK

By: _____
City Manager

AMADOR COUNTY UNIFIED SCHOOL DISTRICT

By: _____
Superintendent