



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 08/05/2025

ITEM NO: 5

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DATE: July 25, 2025  
TO: Mayor and Town Council  
FROM: Chris Constantin, Town Manager  
SUBJECT: **Accept a Report on the Approved Action Taken by the Town Manager  
During the 2025 Town Council Legislative Recess**

RECOMMENDATION: Accept a report on the approved action taken by the Town Manager during the 2025 Town Council legislative recess.

FISCAL IMPACT:

There is no negative fiscal impact to the Town associated with this action. Acceptance of the grant provides \$248,955.98 in funding to support public safety operations, including the purchase of two marked police vehicles, specialized police training, and focused enforcement efforts. The grant does not require a local match and will not impact the Town's General Fund or other budgeted priorities. All related expenditures will be reimbursed in accordance with the terms of the agreement with the California Highway Patrol.

STRATEGIC PRIORITY:

This action supports the Town's Strategic Priorities Core Goals of Fiscal Stability and Public Safety because it leverages \$248,955.98 in grant funding to offset local costs and provides resources for police vehicles, training, and enforcement efforts that enhance community safety.

BACKGROUND:

Resolution 2022-051 authorizes the Town Manager to execute the following duties during periods of official Town Council legislative recess in consultation with the Mayor:

1. Approval of plans and specifications for capital projects and authorization to advertise for bids.

PREPARED BY: Janette Judd  
Executive Assistant to the Town Manager and Town Council

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Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Finance Director

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SUBJECT: ACCEPT REPORT ON TOWN MANAGER APPROVED ACTION DURING THE  
TOWN COUNCIL LEGISLATIVE RECESS

DATE: JULY 25, 2025

2. Award of construction contracts and construction contract change orders in excess of the amount included in the contingency.
3. Execution of agreements and amendments to agreements in excess of \$100,000 that ordinarily require Town Council approval.

DISCUSSION:

The Town Council took an official legislative recess from June 18, 2025, to August 4, 2025. During this recess, and pursuant to authority granted by the Town Council with Resolution 2022-051, the Town Manager executed one action in consultation with the Mayor:

- Executed an agreement with the Department of California Highway Patrol for the acceptance of the Cannabis Tax Grant Program (CTFGP) (Attachment 2).

Given the timing of the grant requirements and the Council's summer recess, the Town Manager determined that the referenced item was time sensitive and immediate action was necessary to secure \$248,955.98 in grant funds which allows the purchase of two marked patrol vehicles, specialized training, and enhanced enforcement. The item was approved by the Town Manager in consultation with the Mayor, and Council Members were informed of this action in early July.

A separate Council report on this agenda seeks to adopt a grant-required formal resolution to accept the \$248,955.98 grant award from the California Highway Patrol Cannabis Tax Fund Grant Program, authorize the purchase and fit-up of two Police Interceptor vehicles, allocate necessary supplemental funding, and adjust the budget to receive and expend the grant proceeds.

CONCLUSION:

Staff recommends that the Town Council accept this report on the Town Manager approved action taken during the 2025 Town Council legislative recess, as authorized by Resolution 2022-051 and in consultation with the Mayor.

Attachments:

1. Resolution 2022-051
2. Los Gatos-Monte Sereno Police Department Memorandum with signed Agreement