



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 04/02/2024

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DATE: March 28, 2024  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Authorize Revenue and Expenditure Budget Adjustments in the Amount of \$65,000 to Recognize Receipt of State Homeland Security Grant Program (SHSGP) funds and Authorize the Town Manager to Execute the Required Agreement and Grant Documents to Receive Reimbursement Funds in Accordance with SHSGP Requirements

**RECOMMENDATION:**

Authorize revenue and expenditure budget adjustments in the amount of \$65,000 to recognize receipt of State Homeland Security Grant Program (SHSGP) funds and authorize the Town Manager to execute the required agreement and grant documents to receive reimbursement funds in accordance with SHSGP requirements.

**BACKGROUND:**

The U.S. Department of Homeland Security provides funding to state and local governments through the State Homeland Security Grant Program (SHSGP). SHSGP plays an important role in the implementation of the National Preparedness System (NPS) by supporting the building, sustaining, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG) of a secure and resilient nation. Delivering core capabilities requires the combined effort of the whole community, rather than the exclusive effort of any single organization or level of government. SHSGP funds support efforts to build and sustain core capabilities across the Prevention, Protection, Mitigation, Response, and Recovery mission areas, including Building and Sustaining Law Enforcement Terrorism Prevention Capabilities.

**PREPARED BY:** Clinton Tada  
Support Services Captain

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

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PAGE 2 OF 3

SUBJECT: Accept State Homeland Security Grant Program Funding and Authorize Budget Adjustment

DATE: March 28, 2024

DISCUSSION:

In FY 2022/23, the Los Gatos-Monte Sereno Police Department (LGMSPD) applied for SHSGP grant funding to purchase an off-road side-by-side Utility Terrain Vehicle (UTV), gas masks, and ballistic riot protection helmets for sworn Officers.

The Santa Clara County Police Chiefs Association (SCCPCA) was an advocate and sponsor of this project, given the regional mutual aid UTVs provide for rural mitigation and response efforts by first responders during critical incidents and disasters. In September 2022, SHSGP applications were submitted to the Santa Clara County Office of Emergency Services (County OES) where the approving board recommended full funding of this project. County OES then submitted the project to Cal OES for final approval review and funding authority.

In January of 2024, County OES was advised by Cal OES the grant was approved and the Los Gatos-Monte Sereno Police Department was awarded a \$65,000 reimbursement grant to purchase a law enforcement equipped off-road side by side UTV and to supplement the costs of new gas masks and ballistic riot helmets for sworn Officers. The UTV will be a shared regional asset by all law enforcement agencies throughout the Santa Clara County operational area for deployment during public events, rural patrol/rescue missions, and during mutual aid critical incidents. With the increase in domestic terror-related incidents, Wildland Urban Interface (WUI) fire threats, and open space and creek trail use, accessibility, and mobility for first responders to and from these areas continue to pose significant risks.

The purchase of a UTV will allow Officers to conduct proactive patrol checks and respond to calls for service along the creek trail and open space areas, which are traditionally difficult to access in a full-sized patrol vehicle without four-wheel drive. Prior to purchase, the LGMSPD will identify several reputable UTV government fleet vendors which specialize in law enforcement equipped all-terrain vehicles with full patrol capabilities. Residual funding after the UTV is purchased would be applied to purchase of updated gas masks and ballistic helmets to replace expired equipment for officers.

CONCLUSION:

Approval of this item would authorize the Town Manager to execute the required SHSGP agreement and authorize \$65,000 expenditure and revenue adjustments for SHSGP reimbursement grant funds to be used for the purchase of a UTV, gas masks, and ballistic helmets. The UTV will be a Santa Clara County shared regional asset available for use during mutual aid requests. The gas masks and ballistic helmets allow for LGMSPD Officers to respond to mutual aid events where such safety equipment is necessary. The residual funds after the

PAGE 3 OF 3

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CONCLUSION (continued):

purchase of the UTV will not cover the cost for all Officers to receive gas masks and ballistic helmets but will help supplement the purchase.

FISCAL IMPACT:

Upon Council approval of the acceptance of SHSGP funds, a budget adjustment will be made to the Police Department Operating Expenditures budget. The budget adjustment will recognize an increase in expenditures in the amount up to \$65,000; this will be offset by grant revenue of an equal amount. The grant will be recorded in the FY 2024/25 Police Department budget.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.