



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 08/06/2019

ITEM NO: 3

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DATE: July 22, 2019  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Accept Report on Town Manager Approved Actions During the 2019 Town Council Legislative Recess

**RECOMMENDATION:**

Staff recommends that the Town Council accept this report on Town Manager approved actions taken during the 2019 Town Council legislative recess.

**BACKGROUND:**

On June 18, 2019, the Town Council adopted a Resolution (Attachment 1) authorizing 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.
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 \$50,000 that ordinarily require Town Council approval.

**DISCUSSION:**

The Town Council took an official legislative recess from June 19, 2019 to August 5, 2019. During this recess, and pursuant to authority granted by the Town Council, the Town Manager took the following action, in consultation with the Mayor:

**PREPARED BY:** Janette Judd  
Executive Assistant to the Town Manager

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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 Actions During the Town Council  
Legislative Recess

DATE: JULY 22, 2019

- Second Amendment to Agreement for Consultant Services with Lynx Technologies  
(IT Department Memorandum, Attachment 2)

The Town Manager determined that immediate action on the above items was necessary to maintain critical services. The item above has been approved by the Town Manager, and the Council may request additional information or provide additional direction regarding the item. As a separate agenda item for the Town Council meeting of August 6, 2019, the Council will be considering a five-year agreement with Lynx Technologies.

CONCLUSION:

Staff recommends that the Town Council accept this report on Town Manager approved actions taken during the 2019 Town Council legislative recess, as authorized by Town Council Resolution 2019-033 and in consultation with the Mayor.

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. Resolution 2019-033
2. IT Department Memorandum (Second Amendment to Agreement with Universal Site Services)