



Town Manager's Report for March 27-31, 2017

Items to report on from this week include the following:

Planning/ Building/ Engineering Update:

The City **Engineer's Report** is attached. Items in **red text** indicate changes in status since prior report.

Planning Director Suzanne Avila is out of the office this week and the Planning Director's Report will return next week.

Public Safety Update:

The **Sheriff's** weekly report is attached.

Administrative Services Update:

Priority Project	Status
2017-18 Budget	The departments' budget narratives are due today and Finance has met with departments to go over the draft base budget. Comments on the base budget, service-level enhancement and 5-year capital program are due 4/7/17.
2016-17 Audit	No Change since last week. Finance Manager continues to work on the CAFR template to expedite the publication of 2016-17 CAFR.
Organizational Assessment	Management Partners submitted employee survey and peer agency analysis for review and approval. Glenn Roberts is scheduled to meet with staff to discuss Public Works procurement and contracting process, on Monday 4/3/17.
Pension Audit	No Change since last week.
Unfunded Pension Funding Option Study	No Change since last week.
OPEB Valuation Report	No Change since last week.

Other projects: Finance secured PFM and PARS to come to the upcoming FIC meeting, on 4/3/17, to discuss pension trust options. At the meeting, the FIC will also review the Bartel Associates' pension study proposal.

Parks and Recreation Update:

[Safety at Home for Seniors](#)

The Spring forum was held Thursday, March 30th from 2:00-3:30 pm at Town Hall. The panel speakers included Santa Clara County Sheriff, Santa Clara County Fire, Town of Los Altos Hills

Planning Departments and Sourcewise. There was an intimate crowd of 17 in attendance. Staff plans to upload the video and PowerPoints on the Senior Commission page of the Town's website.

[Los Altos/Los Altos Hills Middle School Dodgeball Tournament](#)

Happening Friday, March 31st from 3:30-5:30 pm at the Egan City Gym.

[Bookmobile](#)

The Santa Clara County Library Bookmobile stops by Town Hall every other Monday. Monday, April 3rd and Monday, April 17th in front of Town Hall, 26379 Fremont Road from 12:30-1:30 pm. Stop by for a visit and checkout magazines, ebooks, movies, music and more.

[Monthly Senior Walk](#)

The second monthly senior hike will happen April 4th at 10:00am at Westwind Community Barn, 27210 Altamont Road. This lead hike is free, will be roughly 2 miles in length and maps will be provided. All ages welcome. The route will be tailored to the needs of the participants in attendance. Inclement weather may cancel the hike. For more information or to RSVP contact: 650-947-2506 or lahseniorprogram@gmail.com. In March we had a total of 7 hikers.

[14th Annual Hoppin' Hounds Easter Biscuit Hunt for Dogs benefitting Palo Alto Animal Services](#)

It's the fourteenth annual Doggie Easter Biscuit Hunt in Los Altos Hills! You and your dog will hunt through Byrne Preserve in search of dog-healthy Easter Biscuits while catching up with all your canine companions. This exciting on-leash event is held to benefit the Palo Alto Animal Services happening Saturday, April 15th from 9:00-10:00am at Byrne Preserve. Suggested donation of \$5, all donations go to Palo Alto Animal Services.

[Easter Egg Hunt](#)

Saturday, April 15th 11:00am -1:00 pm get your Easter basket ready for a friendly Easter egg hunt at Purissima Park. There will be separate hunting zones for different age groups; 11:30 am for children 5 and under and Noon for children 6 and up. Over 5,000 eggs will be hidden ensuring a fun time for everyone. Eggs can be redeemed for prizes, snacks and goodies. Bring your own hard boiled eggs as decorations and dye kits will be available.

[Earth Day Celebration](#)

The Town will be holding a green event on Sunday, April 23rd from 1:00-4:00 pm at Westwind Community Barn, 27210 Altamont Road. The event typically attracts 600 people of all ages. All Committees and Commissions are welcome to host a table at the event, setup takes place from 11:30 am – 12:30 pm. No dogs are allowed at the event due to the large cat presentations at 1:30 and 3:00 pm.

Next week the Los Altos and Los Altos Hills Youth Commissions will host the [3rd Annual Dodgeball Tournament](#) for Middle schoolers at the Egan City Gym from 3:30-6:00 pm.

Thanks.

Carl

<u>Tasks</u>	<u>Project Name</u>	<u>Project Manager</u>	<u>Latest Status</u>
1	Page Mill Interchange /I-280 Safety Bicycle Improvement (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 109)	AC	(4-8-16) Staff attended a working group meeting on 4-7-16 to discuss options for presentation. (4-22-16) Community meeting was held on 4-20-16 with good attendance. County will review input received from the public. (5-27-16) Staff meeting with County and other stakeholders at the site to look at site distance issues. (6-10-16) County working on revised concept plan based on site visit. (6-23-16) County prepared draft layout for the interim improvements for review. County scheduling another meeting with stakeholders. (7-22-16) County prepared concept plan for the interim bicycle improvement project and expects to construct the project this year. City attorney reviewing draft funding agreement with County and Palo Alto. Concept plan is attached. (8-19-16) City attorney has completed their review. County preparing final funding agreement and will send to Palo Alto and Town for approval. (9-9-16) City Attorney reviewed and approved edits made by the County. Item to be presented to Council at their October meeting. (10-21-16) The City Council approved the cost sharing agreement with the County and City of Palo Alto. The Town's share of the project is \$20,000. (12-9-2016) The Town has issued \$20,000 shared payment to the County. (1-27-2017) Caltrans is reviewing the encroachment permit application from the County. County indicated it is expected to obtain the permit from Caltrans in February and then advertising with the tentative award date in early April.
2	Annual Sewer Rehabilitation Project - 2016 Sanitary Sewer Repair and Rehabilitation Project (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 98)	TT	(3-25-16) Project has been advertised and bid opening is scheduled for 4-12-16. Project is scheduled to be presented to Council in May for award of contract. List of repair segments is attached. (4-8-16) Staff released an addendum to modify segments in the base bid and alternate bid. (4-14-16) Bids were received from 2 contractors. Award of contract to be presented at the May 19 Council meeting. (5-20-16) Council authorized the award of the construction contract at the May 19 council meeting. (5-27-16) Award documents have been sent to the contractor. Staff waiting for bonds and insurance paperwork. (6-10-16) Staff received bonds and insurance paperwork. Staff reviewing. (6-16-16) Review of bonds and insurance has been completed. Staff working on scheduling a pre-construction meeting with the contractor. (7-22-16) Pre-construction meeting scheduled for 7-25-16. (7-29-16) Preconstruction meeting with the contractor was conducted. Contractor working on scheduling video work for August and will send schedule to Town for review. (8-12-16) Contractor is to begin pre-installation video inspection work starting 8/15/2016. (8-19-16) Pre-construction video is in progress. (9-9-16) Pre-construction video has been completed. Contractor will submit videos for staff's review. (9-23-16) Contractor submitted pre-construction videos and submittals for review. (9-30-16) Contractor has mobilized and started construction activities. (11-04-2016) Project is still under construction. (11-10-16) Contractor has completed 80% of the contract base bid items and is scheduled to complete all base bid items by middle of December 2016. Contractor will return to start the alternate bid items after the New Year to avoid impact to the nearby residents during the holiday season. (11-18-16) Contractor has completed 95% of the contract base bid items. (12/9/2016) Three manholes remaining to be repaired. Due to weather conditions, contractor will resume after the holidays. (01-06-17) Contractor has completed 100% of the base bid items. Contractor will return to complete the alternate bid items in January pending weather conditions. (3/10/2017) Staff reviewed and accepted contractor's proposal to install a new pipe via a trenchless construction. The existing sewer pipe will be abandoned in place. Staff is coordinating with the contractor to start end of March after completing extra work as directed by staff.
3	2017 Sanitary Sewer Repair and Replacement Project	TT	(3-24-17) Project has been advertised and bid opening is scheduled for 4-11-17. List of repair-replacement segments is attached.

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Tasks	Project Name	Project Manager	Latest Status
4	Sewer Operations	TT	(6-3-16) The Town's Sanitary Sewer Management Plan has been posted on the Town's website. The February 2016 status update of sewer activities is attached. (6-10-16) The April 2016 summary of O&M activities is attached. Root foaming has been completed. (6-23-16) Pipe patch work for 12 locations currently underway. (7-15-16) The March and April 2016 status update of sewer activities is attached. An update of the sewer system will be presented to Council at the July meeting. (7-22-16) Sewer system update was presented to Council at the July Council meeting. (7-29-16) The May 2016 summary of O&M activities is attached. (8-12-16) The May 2016 status update of sewer activities is attached. (8-26-16) The June 2016 summary of O&M activities is attached. (9-30-16) The June 2016 status update of sewer activities and the July 2016 summary of O&M activities are attached. (11-10-16) The August 2016 summary of O&M activities is attached. An update of the sewer system will be presented to the City Council at the November meeting. (11-18-16) The July 2016 status update of sewer activities. An update of the sewer system has been postponed to the January 2017 City Council meeting. (12-2-16) The September 2016 summary of O&M activities is attached. (12-16-16) The August 2016 status update of sewer activities is attached. (1-13-2017) The October 2016 summary of O&M activities is attached. The September 2016 status update of sewer activities is attached. (1-20-2017) An update of the sewer system will be presented to the City Council at the January meeting. (2-3-2017) Sewer system operation was updated to the City Council on 1-25-2017 Council meeting. (2-10-2017) The November 2016 summary of O&M activities and the October 2016 status update of sewer activities are attached. (3-3-2017) The November 2016 status update of the sewer activities are attached. (3-10-2017) The December 2016 summary of O&M activities is attached. (3-17-2017) The January 2017 summary of O&M activities is attached.
5	Wet weather flow monitoring	TT	(12-19-14) Due to the amount of wet weather we had recently, there is an opportunity to obtain good wet season sewer flow data. Staff will propose to obtain approval for the City Manger to authorize flow meter installation prior to a storm event. (1-9-15) Staff will be requesting Council approval at the January meeting. (1-16-15) Council authorized City Manager to execute necessary agreements for flow meter installation. (1-15-16) Staff and consultant monitoring the weather for flow meter installation. (1-22-16) Flowmeters will be installed end of January but monitoring period will begin at the start of a significant rain event. (1-28-16) Meter installation in progress. (2-5-16) Meters have been installed. (2-12-16) Staff continues to monitor weather forecast. (3-11-16) Flow monitoring in progress. (4-8-16) Consultants removed the flowmeters and are downloading the data. (5-6-16) Staff should be receiving flow data for review within two weeks. (5-27-16) Staff following up with consultant to check on the status of the flow data. (6-3-16) Staff received draft flow data from the consultant for review. Consultant working on report. (6-16-16) Staff received draft report for review. (7-29-16) Consultant working on finalizing the report to incorporate Town comments. (8-5-16) Consultant is scheduled to submit the final report on 8-12. (8-12-16) Consultant submitted the final report on 8-8. (8-19-16) Final Flow Monitoring and Inflow-Infiltration report is attached. Data from the report will be used for the Sanitary Sewer Master Plan development. Staff also reviewing the report for average residential flow and analyzing inflow-infiltration issues to be addressed. (1-20-2017) VWHA completed their effort to estimate average daily flow using the 2016 flow monitoring data. Staff is reviewing the preliminary report prior to discussion with the Cities of Los Altos and Palo Alto. (2-3-2017) At the request, the preliminary report was sent to Finance and Investment Committee for review.

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<u>Tasks</u>	<u>Project Name</u>	<u>Project Manager</u>	<u>Latest Status</u>
6	Sanitary Sewer Master Plan Update (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 114)	TT	<p>(8-26-16) The Request for Proposal has been released and is also on the Town's website. Proposals are due 9-19-16. (9-9-16) Staff received some minor questions and requests. Response will be posted on Town website on 9-12. (9-16-16) Response to questions have been posted on the Town's website. (9-23-16) Staff received two proposals for the Sanitary Sewer Master Plan Update on 9-19. Staff will be reviewing, ranking, and determining whether interview is necessary prior to consultant selection. (10-7-16) Staff completed the review of proposals. Staff will recommend the City Council awarding a contract at the November meeting. (11-18-2016) The City Council approved the contract in the November Council meeting. (12-2-16) Staff to have the kick-off meeting with Woodard and Curran, Inc (12-22-16) Kick-off meeting was held on 12-14-2016. (1-20-2017) Consultant is in the process of gathering data to form the basis of the hydraulic model. Data includes GIS information, manhole survey, flow monitoring and rainfall data, population, parcel, water consumption, and etc. The initial hydraulic model network development effort will take approximately 2 months. Development of existing model loads will follow after the completion of the network. (3-10-2017) Staff received water usage data from Purissima Water District and Cal Water. (3-31-2017) One of the data the master plan consultant needs prior to loading the network is data for the manholes along the selected trunk line. To date, 225 out of 286 manholes have been surveyed. The manhole survey effort has been much more difficult than anticipated due to most of manholes survey have been under heavy tree shades which prevent GPS satellites reading. Staff is facilitating this effort by locating the remaining manholes in advance of the survey work. (3-31-2017) One of the data the master plan consultant needs prior to loading the network is data for the manholes along the selected trunk line. To date, 225 out of 286 manholes have been surveyed. The manhole survey effort has been much more difficult than anticipated due to most of manholes survey have been under heavy tree shades which prevent GPS satellites reading. Staff is facilitating this effort by locating the remaining manholes in advance of the survey work.</p>

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7	Matadero Creek Erosion - Erosion on Page Mill Road near Baleri Ranch Rd (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 106)	TT/AC	(1-28-16) Council approved the Initial Study and Mitigated Negative Declaration at the January meeting. Consultant to contact Regional Water Quality Control Board to discuss permitting. (2-12-16) Consultant submitted a letter to RWQCB regarding some of their comments. RWQCB staff to review and respond. (2-25-16) RWQCB staff indicated that the revised plans look much better. Consultant scheduled to discuss project with RWQCB staff week of 2-29-16. (3-11-16) Consultant working with Army Corp of Engineers to clarify scope of project. (3-18-16) RWQCB is requesting additional mitigation measures to be included in the project. (3-25-16) Staff met with consultant on-site to discuss possible mitigation proposal to the RWQCB and strategy for moving the project forward in the permitting process. (4-14-16) Additional information provided to US Army Corp of Engineers for their review. (4-29-16) US Army Corp. is requesting informal consultation with US Fish and Wildlife Service. (5-13-16) Consultant trying to contact Army Corp. for status update. (6-3-16) US Fish and Wildlife Service has assigned a staff member and is reviewing the project. (6-23-16) US Fish and Wildlife Service has approved the project. Waiting for US Army Corp to approve. (8-19-16) Consultant continues to follow up with US Army Corp for their approval. Staff also reached out to US Army Corp for an update. (8-26-16) Army Corp staff indicated that he should be able to get to our project soon. (9-16-16) Army Corp staff indicated that they were pulled away to work on other projects that have become higher priority and that they should be able to review our project soon. (1-20-2017) Army Corps staff has completed 80% of their authorization letter. A mitigation proposal for the Matadero Creek Bank Stabilization project was submitted to the Regional Water Quality Control Board. Staff is working with the consultant to respond to questions-comments from the Board. (1-27-2017) A revised proposal is resubmitted to the Water Quality Control Board for comments. (2-10-2017) US Army Corps of Engineers issued Nationwide Permit 13 for the project. San Francisco Bay Regional Water Quality Control Board (RWQCB) is in the final stage of their review. Consultant will proceed to obtain streambed alteration agreement from the CA Department of Fish and Wildlife Services. (3-17-17) Staff contacted Water Board via voice mail and email to request for status update
8	Matadero Creek Bridge at Page Mill Rd - Maintenance Evaluation	AC	(2-24-2017) A concerned resident contacted staff about the bridge culvert and immediate upstream maintenance issue for Matadero Creek at Page Mill Road. Staff is evaluating the site condition. (3-17-2017) Staff is working with consultant to evaluate the bridge culvert and maintenance issue. (3/31/2017) Staff met with the consultant to study the feasibility of obtaining a permit to maintain the creek.

Tasks	Project Name	Project Manager	Latest Status
9	El Monte/I-280 interchange off ramp redesign	AC	<p>Traffic Safety Committee had some concerns about the stop sign and alignment of the northbound El Monte-I-280 off-ramp. Staff contact Caltrans to discuss. The Stop sign was requested by the Town in 2003, however, there is still a high number of accidents. Town staff worked with Caltrans to improve the safety concern. Caltrans requested funds under their SHOPP program and \$1.2 million was approved to realign the off-ramp so that it comes in more perpendicular to El Monte. TSC supports the proposed realignment. (3-1-13) Tentative schedule is to do the design in 2015 and construct in 2016-2017. (8-22-14) Project study report has been provided by Caltrans. Staff reviewing. (8-29-14) Staff to provide update at an upcoming City Council meeting. (9-19-14) Staff to provided an update to council. Any proposed construction would not likely begin until 2017. (9-26-14) Staff provided update to Traffic Safety Committee. (10-17-14) Staff provided an update to City Council at the 10-16-2014 meeting. (3-27-15) Caltrans has this project scheduled for construction in 2017. Staff trying to get more details from Caltrans. (4-3-15) Caltrans working on paperwork to begin design work. Per Caltrans, construction is still scheduled for 2017. (11-25-15) Per Caltrans, they expect to have project plans sometime around September 2016. (4-14-16) The California Transportation Commission approved the project. Estimated cost is \$1.6 million. (7-15-16) Caltrans submitted plans to staff for comment. This project proposes to realign I-280 NB off-ramp to EB El Monte Road. The work includes new pavement sections, super elevation correction, pavement removal of the abandoned segment within the existing off-ramp, removal and trimming of trees, and drainage work. (7-22-16) Town consultant is reviewing the draft plans from Caltrans. (7-29-16) Draft review comments to be submitted to Town for staff review week of August 1. (8-19-16) Comments sent to Caltrans for consideration. (8-26-16) Caltrans provided additional information and Town traffic consultant reviewing. (9-16-16) Additional comments sent to Caltrans for their consideration and response. (11-04-2016) Caltrans is planning to perform trees removal in December for realignment of ramp to be constructed next summer. Staff is meeting with Caltrans on 11-08-2016. (11-18-16) Caltrans notified the Town and neighbors adjacent to the I-280-El Monte NB off-ramp that trees removal work will start on December 5 for 5 working days. (11-23-16) Plant Removal Plan and Planting Plan attached (1-20-2017) Caltrans tree removal & replanting project was completed on 12-16-2017 (1-27-2017) Schedule update from Caltrans: Construction contract tentatively to be awarded in May 2017. Caltrans estimates 100 working days and indicates only minimal impact to the public.</p>
10	Magdalena/Bob Stutz Connector (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 105)	JC	<p>(6-10-16) Staff to complete and file environmental document with County Recorder's office.(6-23-16) Environmental document has been filed with County Recorder's office. (7-15-16) Staff working on resubmittal to Caltrans. (7-29-16) Staff resubmitted additional information to Caltrans for review and approval. (8-19-16) Caltrans provided some additional comments on our application. Staff working on comments. (9-9-16) Staff resubmitted the requested additional information to Caltrans for review and approval. (9-30-16) At Caltrans request, staff is preparing additional certification forms to be signed by the project designer. (Oct- 2016) Staff has resubmitted all documentation required by Caltrans early October. (1-20-2017) Awaiting for Caltrans' approval or additional comments for encroachment permit request. (1-27-2017) Staff contacted Caltrans and is invited to a meeting with Caltrans at District 4 Oakland office on 1-30-2017 to discuss this encroachment permit. (2-3-2017) Staff met with Caltrans at District 4 Oakland Office. Caltrans requested additional document and staff quickly provided to Caltrans this week. Caltrans indicated in the meeting the permit process could complete soon but did not give a specific date. (2-17-2017) Caltrans sent additional feedback to the Town to respond. Staff will address them accordingly. (2-24-2017) Staff has addressed and responded to Caltrans' latest feedback (3-10-2017) Staff has contacted Caltrans for the permit status but told still under review. (3-17-2017) Staff contacted Caltrans for status - the application is in circulation for approval.</p>

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<u>Tasks</u>	<u>Project Name</u>	<u>Project Manager</u>	<u>Latest Status</u>
11	Robleda and Purissima intersection study	JC/AC	<p>(4-22-16) Agreement with consultant executed. (4-29-16) Work underway. (5-6-16) Data collection and analysis being performed. (5-20-16) Data collection completed and draft report submitted. Staff reviewing draft report. (5-27-16) Report has been completed and will be shared with the neighbors for discussion. (6-3-16) Report has been received by the neighbors. Staff setting up meeting to discuss report with the neighbors.(6-10-16) Staff to meet with neighbors on 6-13-16 to discuss the traffic consultant's technical memo. (6-16-16) A few neighbors attended the meeting at Town Hall. Staff discussed the report, answered questions and explained the process. Staff indicated that a three way stop sign is not recommended by staff as it does not meet the warrant analysis. Neighbors to discuss and decided what concept they have support for and get back to staff. (7-15-16) Staff working with neighborhood representative to prepare map showing recommendations from the residents. (7-22-16) Draft map sent to neighborhood representative for review. (7-29-16) Staff revising map to incorporate comments from neighborhood representative. (8-19-16) Revised map sent to neighborhood representative for review. Neighbors are requesting a 3 way stop sign to be installed. Per consultant's study, a stop intersection is not warranted. (8-26-16) Neighborhood representative picked up map for review and comment. (1-20-2017) Staff has reviewed and evaluated Consultant's study and concurred on the recommendation for intersection improvements; Staff is preparing for a striping design-contract-quote for the improvement. (2-10-2017) Staff continues to prepare for the striping contract and will send notification letter to nearby residents. (3-10-2017) Staff is in the process soliciting quotes from contractors. (3-24-17) Staff is working with the contractor for scheduling work. (3-31-17) Striping modification work is scheduled for 4/3/2017. Staff has notified residents via</p>

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12	Open Space Vegetation Management (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 108)	AC	<p>(1-15-16) Draft grazing recommendation memo has been received from the consultant. Staff and committee reviewing. (1-28-16) Staff met with Open Space Committee and Acterra to get an update on activities and to discuss contract extension. Acterra to submit proposal to Town. (2-5-16) Acterra submitted a three year proposal for staff to review. (2-12-16) Open Space Committee also reviewing proposal and will provide recommendation. (3-11-16) Staff discussed schedule with members of the OSC. (3-25-16) OSC supports the proposal from Acterra and will be presenting the project to Council at the April meeting. (4-8-16) Council approved 2 month extension to Acterra's contract to align with the fiscal cycle. Contract renewal will be discussed with the budget. (4-14-16) Staff working with Acterra and Open Space Committee for proposed longer term contract. (4-22-16) Acterra 2 month extension has been executed. Proposed longer term contract will be discussed with the upcoming budget. (4-29-16) Open Space Committee and Acterra to present project for funding at the joint Council-FIC meeting on May 31. (5-13-16) Open Space Committee discussed Acterra's three year contract proposal for restoration activity and the committee is in support of the proposed contract. (5-20-16) Acterra's quarterly report for January to April 2016 is attached. (5-27-16) Acterra completed their second year of stewardship services. Acterra's final report for May 2015 to April 2016 is attached. (6-3-16) A three year restoration program and a one year maintenance and education service agreement will be presented to Council at their June meeting. (6-23-16) Contract with Acterra has been approved. Contract being executed. (7-22-16) Contract has been executed. Acterra progress report for the months of May and June is attached. (7-29-16) Mowing of O'Keeffe and Byrne Preserve for yellow star thistle was performed. (10-14-16) As of July 1, 2016 the Acterra Stewardship Program became Grassroots Ecology. Grassroots Ecology is a fiscally sponsored project of Acterra. Grassroots Ecology quarterly report for July to September 2016 is attached. (1-13-2017) Grassroots Ecology quarter report (2016 Oct-Dec) is attached. (2-3-2017) Working with Open Space Committee, the Town has received \$1,000 cost sharing from Grassroots Ecology for the request of building a 250' fence on Byrne Preserve to protect vegetation. (2-24-2017) Construction of the 250' fence is tentatively scheduled for the week of 2-27-2016 (3-3-2017) 250' fence at Byrne Preserve is constructed. Nearby Drainage is upgraded from 12" to 24".</p>
13	Newbridge Drainage improvement (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 107)	JC	<p>(8-28-15) Staff identified a drainage problem on Newbridge. Staff working on getting quotes to prepare a design. (9-4-15) Staff in process of meeting designers. (9-11-15) Designers working on proposals. (9-18-15) Staff received one proposal and still waiting for one more. (9-25-15) Staff received two proposals and is working on agreement for consultant. (10-9-15) Designer to provide schedule for design work. (10-23-15) Survey work completed, design underway. (10-30-15) Preliminary design scheduled to be submitted mid November for staff review. (11-5-15) Design in progress. (11-20-15) Staff to follow up on status of preliminary design submittal. (11-25-15) Staff received preliminary plans for review. (12-4-15) Staff received a revised preliminary design package and is in the process of reviewing the documents. (12-18-15) Comments on the design have been provided to the designer to incorporate. (1-22-16) Staff checking on possible utility conflict for proposed storm drain improvements. (2-5-16) Consultant working on finalizing the design and estimate. (2-12-16) Consultant submitted design and estimate for Town to review. Staff Reviewing. (2-19-16) Design is complete. Staff waiting for final hard and soft copies. (3-3-16) Project will be advertised at the same time as the 2016 Townwide pavement rehabilitation project. (4-29-16) Budget request for construction will be made for this project. (6-3-16) Project will be advertised on 6-8-16. (6-10-16) Project has been advertised. Bid opening scheduled for 6-30-16. (7-15-16) One bid was received and it was high. Staff will be requesting council to reject the one bid received at the July Council meeting. (7-22-16) Council approved the rejection of the bids. Staff will likely include with next years road rehabilitation project.</p>

Last Updated on 3/31/2017

Tasks	Project Name	Project Manager	Latest Status
14	P-TAP Round 18 grant funds	JC	(10-9-15) Staff working on application for grant funds. (10-30-15) Staff completed and submitted grant request. (12-11-15) Results of grant request should be available in early 2016. (1-22-16) Town did not get selected to receive the grant. (1-28-16) Town will re-apply next year for grant. (9-30-16) MTC will announce the Call-for-Projects for its Pavement Management Technical Assistance Program (P-TAP) Round 18 next month. Once the Call-for-Project is announced this October or November, we intend to apply. If we are selected as recipient of P-TAP, we will work with MTC's consultant to update our PMP. (10-21-16) MTC announced the Call-for-Project for the P-TAP 18. The Town will apply for the grant to update our PMP. The application is due 11/21/2016. (11-10-2016) Staff completed the P-TAP 18 grant application and submitted it to MTC. (1-20-2017) MTC notified the Town of the P-Tap 18 selection is delayed until Feb 2017. (2-17-2017) MTC informed the Town that our project has been selected for P-TAP Round 18 assistance. The contract for MTC's consultant total project cost is \$18,000 which the Town is responsible for 20% = \$3,600. (3-24-17) P-TAP 2018 kick-off meeting is schedules tentatively at the end of April
15	I-280 Repaving	AC	(2-24-2017) Repaving work is scheduled for 2018/19 Program year as shown in approved 2016 SHOPP program (http://www.dot.ca.gov/hq/transprog/shopp.htm)
16	VTA TAC Meetings and CIP-WG Meeting	AC	(1-15-16) Staff attended the 1-14-16 TAC meeting and the Envision SV Ad-Hoc committee meeting. A new chair and vice chair was selected. Committee took action to approve allocation of \$250,000 to help fund the interim bicycle improvements on Page Mill-I-280 interchange. Ad-Hoc committee working on selection criteria for projects listed for Envision SV. (2-5-16) Staff attended the VTA Board meeting and the Board approved the \$250,000 to the County to help fund the interim bicycle improvements. (3-11-16) Staff attended the 3-10-16 TAC meeting. Committee received update on Envision Silicon Valley. VTA staff is developing categories for ESV to distribute an estimated \$6.5 Billion. (4-14-16) Staff attended the April TAC meeting. (4-14-16) TAC committee did not reach agreement on a formal recommendation of the Envision Silicon Valley policies to the Board. VTA staff will provide TAC comments to the Board at their April 22 workshop. (6-10-16) June TAC meeting was canceled. Next meeting is in July. (8-26-16) Staff met with VTA staff to discuss Countywide bicycle plan. VTA working on draft map for upcoming BPAC meeting. (10-14-16) Staff attended the 10-13-16 TAC meeting. Committee received update on Caltrans I-80 Smart Corridor project. Committee also received an update on the Countywide Bicycle Plan prioritization criteria. (11-10-16) Measure B is currently polling at 70%. VTA expects the poll to be final by Monday, 11-14-16. (12-9-2016) VTA has provided 2016 Measure B update and is expected to begin receiving funds in June 2017 and the allocation is for Fiscal Year 2018-2019 (1-13-2017) Staff attended the 1-11-2017 TAC meeting. Committee received a report on the Draft Transit Service Plan. Committee received and discuss 2016 Measure B Program Areas. (2-10-2017) Staff attended the 1-08-2017 TAC meeting. Committee reviewed and discussed 2016 Measure B - Bicycle & Pedestrian and Caltrains Corridor Capacity and Caltrains Grade Separation Program Areas. Committee received a summary of community feedback collected to date on the draft Next Network transit service plan and a report on the "State Route 85 Noise Reduction Study Final Phase 1 Report" (3-3-17) Staff attended February 2017 CIP-WG meeting to discuss 2016 Measure B, VERBS, and various funding. (3-10-17) Staff attended the 3-8-2017 TAC meeting. Committee received updates regarding VERBS and various 2016 Measure B programs.

Last Updated on 3/31/2017

Tasks	Project Name	Project Manager	Latest Status
17	Pathway Inventory, Assessment, and GIS Services (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 111)	MM	(1-6-2017) Staff Report was pulled from December 2016 City Council Meeting. Staff will present this to Pathway Committee in the coming meeting for recommendations before presenting to the Council. (1-20-2017) Staff will meet with Pathway Committee on 1-23-2017. (2-3-2017) Staff met with Pathway Committee to discuss the service contract and will present this revised service to the City Council on 2-16-2017 Council Meeting. (2-10-2017) Staff (Marni Moseley) has added this to February 2017 City Council consent calendar. (2-17-2017) The City Council approved a GIS based pathway inventory and assessment to Alta Planning + Design at their 2-16-17 meeting. (3-17-2017) Staff had a kick-off meeting with Alta Planning plus Design (3-31-17) Staff met with pathway sub-committee and the consultant. The Consultant is starting the data collection and to complete in about two weeks.
18	Mora-Eastbrook Annexation Project	AC/JC	(3-24-17) To provide public works assessment for the Mora-Eastbrook Annexation project, staff has initiated internal assessment studies. Staff has requested consultants to propose specialized engineering studies for geotechnical and storm drain systems. Staff also contacted the Santa Clara County to obtain engineering and maintenance records. (3-31-17) Santa Clara County does not have storm drain records. Geotechnical Engineering consultant submitted draft report. Staff is completing the public works assessment for infrastructure.
19	Eastbrook Geotechnical Report	TT/AC	(2-17-17) Staff provided an update of the final Eastbrook Geotechnical Report at the 2-16-17 City Council Meeting. Staff will provide a copy of this report to the County for their review. Staff plan to meet with the County after their review of the report. (2-24-2017) Staff provided a copy of the report to Santa Clara County. Staff is preparing to notify Caltrans about the study result by sending a copy of the report. (3-3-17) Staff Sent a copy of investigation report to Caltrans (3-17-17) an assessment study to the south of previous study limit is in order to evaluate Mora Annexation project.
20	Summerhill Pathway Project (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 115)	AC	(3-10-17) On 06-16-2016 Pathway Committee requested for the City Council to designate \$30,000 for consulting services to review and prepare a pathway design concept. Staff has started to prepare documentation for consultants. (3-17-17) RFP sent out to consultants.
21	Page Mill/Moon Lane Pedestrian Bridge (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 110)	AC	(3-10-2017) Staff has started the design phase by preparing documentation and contacting consultants. (3-17-17) RFP sent out to consultants.
22	Maintenance Work of the Week	JA	(3-24-17) Town Crew has started installing the "Bike Must Stop At All Stop Signs" throughout major intersections; Repaired the pavement edge erosion on Ascension Dr. (3-31-2017) Bike Stop message signs are installed in the vicinity of school areas



Santa Clara County Office of the Sheriff
Weekly Activity Summary
3/20/2017 – 3/26/2017
LOS ALTOS HILLS



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
3/21	L1	Identity Theft	On 3/21, the victim received notification that unknown suspect(s) used the victim's personal information to open a Verizon account for an unknown total loss. The victim lives in Los Altos Hills.
3/23	L3	Residential Burglary	At 2:10 PM, unknown suspect(s) entered a residence in the 10000 block of Berry Hill Lane by breaking a window. Nothing was taken from the residence.

DATE/TIME	BEAT	EVENT NUMBER	EVENT TYPE	LOCATION	INFORMATION
PHONE THE OFFICE					
3/26/2017 17:16	L1	17-085-0298	1021	71L1	COMPLETE
3/25/2017 20:32	L1	17-084-0333	1021	81L1	COMPLETE
3/23/2017 11:12	L5	17-082-0199	1021	71L1	COMPLETE
3/21/2017 15:44	L1	17-080-0358	1021	71L1	COMPLETE
SUSPICIOUS PERSON					
3/23/2017 11:32	L4	17-082-0212	1066	MENALTO DR @ ALTAMONT RD	INVESTIGATED
3/24/2017 12:58	L4	17-083-0198	1066W	ALTAMONT RD @ CORBETTA LN	INVESTIGATED
PEDESTRIAN STOPS					
3/26/2017 10:16	L3	17-085-0137	1095	ARASTRADERO RD @ PAGE MILL RD	CITATION GIVEN

3/25/2017 14:08	L1	17-084-0192	1095	PURISSIMA RD @ ARASTRADERO RD	CITATION GIVEN
3/25/2017 13:35	L1	17-084-0181	1095	ARASTRADERO RD @ PURISSIMA RD	INVESTIGATED
3/25/2017 13:27	L1	17-084-0179	1095	ARASTRADERO RD @ PURISSIMA RD	CITATION GIVEN
3/25/2017 13:14	L1	17-084-0176	1095	PURISSIMA RD @ ARASTRADERO RD	CITATION GIVEN
3/25/2017 12:08	L1	17-084-0149	1095	PURISSIMA RD @ ARASTRADERO RD	CITATION GIVEN

TRAFFIC HAZARD

3/24/2017 9:41	L1	17-083-0122	1125	MINORCA CT @ PURISSIMA RD	INVESTIGATED
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**SUSPICIOUS
VEHICLES**

3/26/2017 3:12	L4	17-085-0056	1154	ALTAMONT RD @ BYRNE PARK LN	CITATION GIVEN
3/25/2017 19:28	L3	17-084-0309	1154	LA BARRANCA RD @ ELENA RD	INVESTIGATED
3/21/2017 4:32	L3	17-080-0058	1154	PAGE MILL RD @ PASEO DEL ROBLE	INVESTIGATED
3/21/2017 4:16	L4	17-080-0057	1154	ALTAMONT RD @ BLACK MOUNTAIN RD	INVESTIGATED

TRAFFIC COLLISION

3/24/2017 18:32	L3	17-083-0349	1182	PAGE MILL RD @ ARASTRADERO RD	INVESTIGATED
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TRAFFIC CONTROL

3/24/2017 14:43	L1	17-083-0243	1184	W FREMONT RD @ FREMONT PINES LN	INVESTIGATED
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TRAFFIC STOPS

3/26/2017 9:41	L1	17-085-0124	1195	FY 280 @ EL MONTE RD	CITATION GIVEN
3/25/2017 12:37	L2	17-084-0159	1195	EL MONTE RD @ SUMMERHILL AV	CITATION GIVEN
3/25/2017 11:55	L3	17-084-0146	1195	ELENA RD @ FY 280	CITATION GIVEN
3/24/2017 14:54	L1	17-083-0246	1195	CAMPO VISTA LN @ W FREMONT RD	CITATION GIVEN
3/24/2017 14:26	L1	17-083-0235	1195	MANUELLA RD @ W FREMONT RD	CITATION GIVEN
3/24/2017 10:55	L3	17-083-0151	1195	ARASTRADERO RD @ STIRRUP WY	CITATION GIVEN

3/24/2017 9:43	L3	17-083-0124	1195	FY 280 @ PAGE MILL RD	CITATION GIVEN
3/23/2017 13:55	L1	17-082-0317	1195	W FREMONT RD @ LA PALOMA RD	CITATION GIVEN
3/23/2017 12:20	L2	17-082-0242	1195	FY 280 @ MAGDALENA RD	WARNING GIVEN
3/23/2017 8:47	L2	17-082-0113	1195	FY 280 @ MAGDALENA RD	CITATION GIVEN
3/23/2017 8:33	L2	17-082-0106	1195	FY 280 @ MAGDALENA RD	CITATION GIVEN
3/22/2017 12:49	L5	17-081-0230	1195	MAGDALENA AV @ SPALDING AV	CITATION GIVEN
3/22/2017 10:44	L1	17-081-0168	1195	FOOTHILL EX @ S EL MONTE AV	CITATION GIVEN
3/21/2017 15:32	L2	17-080-0353	1195	FY 280 @ MAGDALENA RD	WARNING GIVEN
3/21/2017 9:37	L3	17-080-0127	1195	FY 280 @ PAGE MILL RD	CITATION GIVEN

**PARKING
VIOLATIONS**

3/25/2017 14:51	L1	17-084-0208	22500	LA PALOMA RD @ NEW BRIDGE DR	INVESTIGATED
3/24/2017 14:40	L1	17-083-0240	22500	BURKE RD @ DEERFIELD DR	INVESTIGATED
3/24/2017 9:42	L1	17-083-0123	22500	MINORCA CT @ PURISSIMA RD	INVESTIGATED
3/23/2017 12:56	L1	17-082-0263	22500	MIRANDA RD @ WILD PLUM LN	CITATION GIVEN
3/24/2017 10:23	L1	17-083-0139	CITE	MINORCA CT @ PURISSIMA RD	CITATION GIVEN

RECKLESS DRIVING

3/24/2017 19:03	L3	17-083-0362	23103	ALTAMONT RD @ JULIETTA LN	INVESTIGATED
3/22/2017 17:55	L1	17-081-0396	23103	HY 280 @ EL MONTE RD	INVESTIGATED
3/21/2017 17:31	L1	17-080-0412	23103	HY 280 @ EL MONTE RD	INVESTIGATED

ALARMS

3/26/2017 15:24	L1	17-085-0255	1033A	ROBLEDA RD @ CHAPIN RD	FALSE ALARM
3/26/2017 14:05	L1	17-085-0221	1033A	MIRANDA WY @ MIRANDA RD	FALSE ALARM
3/25/2017 17:39	L1	17-084-0278	1033A	DE BELL RD @ MANUELLA RD	FALSE ALARM
3/24/2017 22:21	L3	17-083-0423	1033A	ELENA RD @ JOSEFA LN	FALSE ALARM
3/24/2017 0:38	L1	17-083-0015	1033A	LA PALOMA RD @ WESTWIND WY	FALSE ALARM

3/23/2017 18:49	L1	17-082-0474	1033A	LA PALOMA RD @ WESTWIND WY	FALSE ALARM
3/23/2017 14:13	L3	17-082-0328	1033A	BRIONES WY @ BRIONES CT	FALSE ALARM
3/23/2017 14:09	L3	17-082-0325	1033A	BERRY HILL LN @ PAGE MILL RD	FALSE ALARM
3/23/2017 1:34	L3	17-082-0026	1033A	EL MONTE RD @ STONEBROOK DR	FALSE ALARM
3/22/2017 10:04	L4	17-081-0140	1033A	WILLOW POND LN @ TEPA WY	FALSE ALARM
3/21/2017 22:52	L3	17-080-0538	1033A	TAAFFE RD @ DEZAHARA WY	FALSE ALARM
3/21/2017 11:11	L5	17-080-0181	1033A	OLD RANCH LN @ OLD RANCH RD	FALSE ALARM
3/21/2017 4:00	L3	17-080-0055	1033A	EL MONTE RD @ STONEBROOK DR	FALSE ALARM
3/21/2017 3:41	L3	17-080-0051	1033A	EL MONTE RD @ STONEBROOK DR	FALSE ALARM
3/21/2017 3:38	L1	17-080-0050	1033A	BRENDEL DR @ ROBLEDA RD	FALSE ALARM
3/20/2017 8:18	L5	17-079-0088	1033A	FERNHILL DR @ LOMITA LINDA CT	FALSE ALARM

ANIMAL COMPLAINT

3/22/2017 11:28	L1	17-081-0189	1091A	CORTE MADERA LN @ CONCEPCION RD	INVESTIGATED
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**PUBLIC SAFETY
ASSISTANCE**

3/25/2017 19:23	L1	17-084-0308	AID	W FREMONT RD @ BURKE RD	COMPLETE
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INFORMATION ONLY

3/26/2017 9:40	L1	17-085-0123	BTINFO	MULBERRY LN @ MANUELLA RD	INFORMATION GIVEN
3/26/2017 8:29	L5	17-085-0109	INFO	OAK PARK CT @ OAK KNOLL CL	INFORMATION GIVEN
3/25/2017 18:36	L5	17-084-0293	INFO	KATE DR @ TERESA WY	INFORMATION GIVEN
3/25/2017 11:34	L5	17-084-0138	INFO	DAWSON DR @ REBECCA LN	INFORMATION GIVEN
3/25/2017 8:05	L2	17-084-0071	INFO	FY 280 @ MAGDALENA RD	INFORMATION GIVEN
3/25/2017 3:58	L2	17-084-0047	INFO	FY 280 @ MAGDALENA RD	INFORMATION GIVEN
3/25/2017 2:34	L3	17-084-0039	INFO	OLD PAGE MILL RD @ PAGE MILL RD	INFORMATION GIVEN
3/23/2017 1:18	L1	17-082-0021	INFO	OHLONE LN @ W FREMONT RD	INFORMATION GIVEN
3/22/2017 23:52	L1	17-081-0502	INFO	ROBLEDA RD @ QUAIL LN	INFORMATION GIVEN

3/22/2017 20:57	L1	17-081-0451	INFO	ALTA LANE SOUTH @ ALTA TIERRA RD	INFORMATION GIVEN
3/22/2017 15:53	L3	17-081-0341	INFO	FY 280 @ PAGE MILL RD	INFORMATION GIVEN
3/22/2017 8:04	L1	17-081-0069	INFO	BIRCH HILL WY @ CONCEPCION RD	INFORMATION GIVEN
3/21/2017 3:35	L5	17-080-0048	INFO	OAK PARK CT @ OAK KNOLL CL	INFORMATION GIVEN
3/20/2017 13:49	L1	17-079-0259	INFO	FY 280 @ EL MONTE RD	INFORMATION GIVEN

PATROL CHECK

3/26/2017 2:37	L4	17-085-0044	PATCK	LA LOMA DR @ SUMMIT WOOD RD	COMPLETE
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**SUSPICIOUS
CIRCUMSTANCE**

3/25/2017 14:10	L3	17-084-0193	SUSCIR	PAGE MILL RD @ FY 280	INVESTIGATED
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WELFARE CHECK

3/25/2017 15:02	L4	17-084-0212	WELCK	LA LOMA DR @ SUMMIT WOOD RD	INVESTIGATED
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