



Town Manager's Report for November 3-7, 2014

Planning/ Building/ Engineering Update:

The City **Engineer's Report** is attached. Items in red text represent updates in project status.

At its November 6, 2014 meeting the **Planning Commission** took the following actions:

- Approved a landscape screening plan for a new residence under construction at 26520 Purissima Road
- Approved a Conditional Development Permit and setback variance for additions to an existing residence at 13696 Manuella Road
- Approved a fence variance at 26075 Duval Way
- Approved a Conditional Development Permit and setback variance for an addition to an existing residence at 27299 Byrne Park Lane

The **Housing Element** update survey and notice of the November 20, 2014 community meeting are in the mail and will be arriving in residents' mailboxes soon. Postage paid envelopes were included for the survey to encourage residents to return them.

Public Safety Update:

The **Sheriff's Weekly Report** is attached.

Administrative Services Update:

The Administrative Services Department continues working with the auditors (VTD) on preparation of the Town's FY 2013-14 Comprehensive Annual Financial Report (CAFR), which is tentatively scheduled for review with the Finance and Investment Committee on November 17, 2014 and subject to the Council's acceptance in December.

The Local Agency Investment Fund (**LAIF**) will be holding a **conference** on Tuesday, November 18, 2014, at the Sacramento Convention Center in downtown Sacramento. The program features an economic outlook on the State's financial condition and overview of LAIF operations. This event would provide a good educational opportunity for local public officials to learn more about the LAIF investment program and operations, economic trends and an update on the State Budget. Interested members of the Council may register for this event by following this link: <http://treasurer.ca.gov/pmia-laif/news/conference.pdf>. The Town will reimburse the registration fee for this conference. The **Registration date is extended until November 10th**.

Parks and Recreation Update:

On Saturday, November 1st the grand **Opening of Bob Stutz Path** was held. Jitze Couperus captured some wonderful photos from the event: <http://www.couperus.org/Stutz-Path/>

Attached please find a photo of the **lower arena** at Westwind Community Barn after Saturday's rain. The arena is graded to drain to the far right and it did just that. The Town's Barn concessionaire is very satisfied with the performance of the new arena.

The **Dog Park Ribbon Cutting** was held on Thursday, November 6th at 4:00pm. Check out the photos at the link below.

<https://www.facebook.com/media/set/?set=a.10152119850617609.1073741867.114351562608&type=1>

Du-All Safety trained 7 staff members on **Injury Illness Prevention Plan**.

The Town's worker compensation insurer has awarded the Town a \$10,000 grant for 2014-115 to implemented programs that reduce work place injuries. To make use of this grant, the City Council has accepted the recommendation to permit reimbursements of up to \$500 per eligible employee for a self-directed wellness program. The staff Wellness luncheon was held yesterday to officially kick of the 2015 program and to gear up for the **One Million Step Challenge**, which will begin on January 1, 2015 and conclude on April 10, 2015 (100 days). Management has worked in consultation with El Camino Hospital on the design of the employee wellness program.

If you have any questions or comments feel free to e-mail or call.

Thanks

Carl

Last Updated on 11/6/2014

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
1	I-280/Page Mill Interchange	<p>(7-11-14) County staff trying to set up meeting with staff from various agencies for end of July. (7-25-14) TSC requested staff to contact the companies indicated in the Park n Ride study that were using the large buses to see if they can use smaller vehicles. TSC also requested staff to see if there are any locations on Town owned and/or Town influenced land that could support a bus stop for the Park n Ride area. (8-7-14) Staff attended joint meeting at County to discuss consultant scope of work for the corridor study. Consultant to review various options for the Page Mill/I-280 interchange including the use of a roundabout. (8-29-14) Traffic Safety Committee voted to endorse an example of one possible plan for non-motorized access through the interchange with some clarification information. Staff to work with committee member to add clarification information. (9-26-14) Traffic Safety Committee voted to rescind their previous endorsement of one possible plan for non-motorized access due to the inability to provide clarification information. (10-3-14) Staff attended Palo Alto Planning & Transportation Commission meeting on 10-1-14. County staff presented update to Palo Alto commission on Expressway Plan 2040 with focus on Page Mill/Oregon Expressway and Foothill Expressway. (10-10-14) County presentation to Palo Alto has been put on the Town's website. Notice of community meeting on Oct. 21 for County Expressway Plan 2040 - Foothill Expressway has also been put on the Town's website. (10-17-14) County consultant working on three concepts for the interchange and collecting current traffic data for use in modeling. Public outreach process will be conducted by the County. (10-31-14) There will be a community meeting on December 2, 2014 in Los Altos Hills to discuss Page Mill/Oregon Expressway. (11-6-14) Staff met with technical working group 11/6/2014 to discuss three concepts are being developed. Concepts will be provided to the public for comments and input. Three public meetings have been set up by the County. Nov. 17 at SAP office in Palo Alto, Nov. 19 at Terman Middle School in Palo Alto, and Dec. 2 at Los Altos Hills Council Chambers. Flyers for public meetings are on the Town website.</p>
2	El Monte Road Rehabilitation Project	<p>(8-29-14) Consultant working on design and CalTrans paperwork. Field review scheduled with CalTrans for September 19, 2014. (9-4-14) Staff and consultant working on environmental documents for CalTrans staff. (9-11-14) Field Review package sent to Caltrans for review. (9-19-14) Field review by CalTrans staff was conducted. Staff and consultant working on Caltrans paperwork. (11-6-14) E-76 package has been submitted to Caltrans. Documents being reviewed by Caltrans staff.</p>
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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
4	O'Keefe Lane and Vista Serena Drainage (Creek Clearing)	(5-17-13) Project awaiting funds.
5	Townwide Pathway and Roadway safety inspection program	(10-4-13) For the month of September 2013, staff performed corrective action on 20 potential liability issues identified by routine inspections. (11-15-13) For the month of October 2013, staff performed corrective action on 40 potential liability issues identified by routine inspections.(1-3-14) For the month of December 2013, staff performed corrective action on 18 potential liability issues identified by routine inspections. (2-28-14) For the month of January 2014, staff performed corrective action on 13 potential liability issues identified by routine inspections. (3-7-14) For the month of February 2014, staff performed corrective action on 5 potential liability issues identified by routine inspections. (6-6-14) For the months of April and May 2014 staff performed corrective action on 27 potential liability issues identified by routine inspections. (8-29-14) For the month of June staff performed corrective action on 11 potential liability issues identified by routine inspections. (9-19-14) For the month of July and August staff performed corrective action on 44 potential liability issues identified by routine inspections. (10-24-14) For the month of September staff performed corrective action on 8 potential liability issues identified by routine inspections.
6	Robleda Road Pathway (Fremont to Beatrice) (Project #4)	(8-10-12) Permits have been received from various regulatory agencies. Waiting for funding.

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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
7	Sewer Operations	<p>Veolia is performing maintenance and responding to sewer overflows. (1-31-14) Contractor performing CCTV work on various line segments. CCTV work expected to be completed by March of 2014. Another meeting to be scheduled in April to provide update of asset management and overall system. (2-6-14) Contractor continuing to perform video work. (3-7-14) Staff working on new RFP for sewer O&M. (3-21-14) Draft RFP has been prepared and is being reviewed. Staff scheduling meetings with other agencies/consultants to discuss options for sewer system management. (3-28-14) Staff met with Mark Thomas and they are interested in reviewing our sewer RFP when it is released. (4-4-14) Staff to meet with West Bay week of April 7th to review asset management data. RFP to be completed week of April 7th. (4-11-14) RFP for O&M scheduled to be released week of April 14th. Data for asset management being reviewed by West Bay. (4-18-14) Revised RFP being reviewed. RFP to be released April 21. Veolia's contract will terminate on April 30, 2014. (4-25-14) Proposals for O&M are due May 20th. (5-2-14) Staff doing outreach to possible proposers for our O&M RFP. (5-8-14) Staff working with various contractors to perform any needed cleaning and/or overflow response. (5-23-14) Sewer O&M proposals are due May 27th. (6-6-14) Staff received two proposals for the RFP. Staff will be presenting award of contract at the June 19, 2014 City Council meeting. (6-20-14) Council authorized the City Manager to execute agreement with West Bay Sanitary District. West Bay to obtain approval from their board. (6-27-14) Staff finalizing agreement language. (7-11-14) Agreement language has been finalized. Staff working on executing agreement. Staff to set up meeting to discuss data transfer. (7-18-14) Staff to meet with West Bay next week to provide historical data. (7-25-14) Staff met with West Bay and provided Town system data. West Bay in the process of uploading the data to their system. Contract scheduled to begin August 1, 2014. (8-7-14) West Bay started work in Town. (9-11-14) Staff working on repair of pumps for dry-pit and emergency backup pumps. (10-17-14) Staff to meet with West Bay end of October to provide update on O&M.</p>
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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
9	Erosion on Page Mill Road near Baleri Ranch Rd	<p>Phase 1 of the project to stabilize the roadway has been completed. A second phase will be needed to widen the shoulder and prevent the creek erosion from impacting the existing culvert crossing. Staff met with SCVWD to discuss how the district may be able to help. Based on the location and scope of work, SCVWD is unable to provide assistance with the project. Staff will have the consultant complete their preliminary analysis of possible repair options. (3-8-13) Draft report submitted to Town. Staff to review and comment. (5-17-13) Project awaiting funds. (5-24-13) Staff provided comments to the consultant on the draft report. Consultant to incorporate comments. (6-13-13) Revised report submitted. Staff to review. (9-27-13) Staff completed review, report being finalized. (11-22-13) Report from consultant has been finalized. Staff to obtain design proposals. (12-20-13) Consultants working on proposals. Town to review in early February 2014. (1-10-14) Staff met with consultants to discuss scope of work. (1-24-14) Proposals from consultants due 1-24-14. (1-31-14) Staff received one proposal and is reviewing. (2-6-14) Staff working on obtaining another proposal. (3-7-14) Staff requested another firm to submit their proposal by 3-21-14. (3-21-14) Another proposal has been received. Staff to review. (3-28-14) Staff to present approval of contact at the April City Council meeting. (4-18-14) Item did not get discussed at the April City Council meeting. To be continued to the May City Council meeting. (5-9-14) Item to be discussed at the May CC meeting. (5-16-14) City council approved the award of contract. Staff to prepare agreement with consultant. (6-6-14) Consultant has some proposed changes to our standard agreement. Staff reviewing proposed changes. (6-12-14) Proposed changes not acceptable to ABAG. Consultant to discuss directly with ABAG representative. (7-3-14) Agreement language has been finalized. Agreement in process of being executed. (8-29-14) Agreement has been executed. Staff to set up kick off meeting with consultants. (9-4-14) Staff meeting with consultant week of Sep. 8th. (9-11-14) Staff getting additional information to consultant for review. Consultant working on proposed project schedule. (9-26-14) Requested information from phase one sent to consultant. (10-10-14) Staff reviewing consultant's schedule. (10-17-14) Consultants are working on preliminary environmental work and expect to be completed by the end of October. After that, consultants will start taking a look at the initial project description and preliminary engineering studies.</p>

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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
10	Sewer Agreement with LA	<p>(4-19-13) Draft amendment sent to Los Altos staff for review and comment. (5-17-13) Staff working to set up meeting with Los Altos to discuss proposed amendment. (5-24-13) Staff met with Los Altos Public Works director to discuss proposed amendment #1. Proposed revisions to follow. (7-5-13) Los Altos had a staff retire and they are not able to work on the proposed revision yet. (7-19-13) Los Altos in process of hiring consultant to help with their sewer system. (8-30-13) Los Altos finalizing agreement with consultant for staff augmentation. (9-13-13) Per discussion with Los Altos staff, the agreement has been approved. Staff is working on scheduling a meeting with Los Altos consultant. (9-27-13) Los Altos staff indicated that they will provided comments on the proposed amendment by October 4, 2013. (10-11-13) Item will be discussed at the joint city council meeting. Los Altos and Los Altos Hills staff discussing amount of repayment of funds paid by Los Altos Hills for flow meters. (10-25-13) Staff meeting with LA 10-29-13 to discuss flow meter repayment. (11-1-13) Staff met with Los Altos staff to discuss reimbursement of flow meter cost. Los Altos staff to contact their consultant and contractor to discuss possible credit back for the design and construction problems. LA City Manager to get back to LAH City Manager by the end of November with a proposal. (12-5-13) Los Altos has not come back with a proposal yet. Staff contacting Los Altos for status update. (1-10-14) With the holidays and some of LA staff being out sick, they have not been able to work on this. They have indicated that they will be getting back to the Town soon to set up another meeting with City Manager to discuss. (2-28-14) LA staff indicated that they will set this as their priority and get back to me next week. (4-4-14) Staff still waiting for response from LA staff. (9-11-14) Staff submitted letter to Los Altos in an attempt to get a response to complete the proposed amendment to the sewer agreement. (10-17-14) Los Altos staff is in discussion with Los Altos Hills staff.</p>
11	VTA Bicycle Expenditure Plan applications	<p>(12-14-12) Staff to work on application to add Nicholson Path Extension and Fremont Road Bike path phase 2 to the Bicycle Expenditure Plan. Applications due 1-31-13. (2-1-13) Applications have been submitted and received by VTA. (3-22-13) Staff provided supplemental information to VTA regarding Hale Creek Path in an effort to secure additional points to qualify to be in the BEP. (4-3-13) All submitted projects were approved to be added to the new BEP. (4-11-13) Hale Creek path and Fremont Road Safe Route to School phase 2 are now on the BEP.</p>

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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
12	Annual Tree Inspection	<p>(5-24-13) Town consulting arborist in process of performing Townwide tree inspections. (6-28-13) Approximately 70% complete. Overall inspections look good so far. (7-5-13) Draft report has been submitted. Staff to review. (7-26-13) Consultant finalizing report. (8-16-13) Consultant submitted finalized report. Staff reviewing. (8-30-13) Staff met with consultant to discuss comments. Consultant to revise and resubmit. (9-13-13) Consultant resubmitted revised reports. Staff reviewing. (9-19-13) Staff verifying addresses to send maintenance letters out to residents. (10-11-13) Letters in process of being sent. (10-18-13) Letters to residents requesting that they perform recommended tree work have been sent. (11-22-13) All priority 1 trees have been addressed except for 1 that will be evaluated by the end of the month. (12-13-13) Priority 1 trees have been addressed. Another assessment will be conducted in 2014. (5-23-14) Consultant working on proposal for 2014 annual tree survey. (6-6-14) Agreement being executed. (6-20-14) Work in progress. (7-3-14) Draft reports for Town facilities under review. (7-11-14) Street tree work in progress. Staff requested additional information from consultant for Town facilities. (7-18-14) Draft tree list has been provided to staff for review. Consultant working on finalizing the reports. (9-4-14) Report has been finalized. Staff sending letters to property owner and getting proposals for work on Town properties. (9-26-14) Letters have been sent to property owners. Staff working with property owners to clarify requirements and locate trees. (10-31-14) Property owners have been cooperative in performing tree work. Many are getting assistance from the Fire District program.</p>
13	El Monte/I-280 interchange	<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 provide 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.</p>

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Tasks	Project Name	<u>Latest Status</u>
14	Townwide Traffic Signs	<p>(7-25-14) Staff working on obtaining proposals for consultant to drive all Town roads and evaluate warning signs for potential removal. (8-7-14) Proposals to be presented at the August City Council meeting. (8-22-14) Council directed staff to proceed with the sign study. Staff to work with consultant to execute agreement. (8-29-14) Revised proposal received from consultant. Agreement to be signed. (9-4-14) Consultant proposed changes to the Town agreement, staff reviewing changes. (9-19-14) Revised agreement sent to consultant for signature. (10-3-14) Agreement has been executed, consultant working on schedule. (10-10-14) Staff working on getting requested information to consultant. (10-17-14) Kick off phone conference scheduled for week of Oct. 20th. Consultants reviewing existing Town documents. (10-24-14) Consultants will be collecting data in early November. (10-31-14) Data collection scheduled to begin on November 6, 2014. (11-6-14) Consultants have begun driving around town to collect data on existing signs.</p>
15	Anacapa/La Cresta Utility Undergrounding	<p>(5-2-14) Per the neighbors, the focused group meeting was successful. Staff to meet with neighborhood group on May 20th to discuss next steps. (5-23-14) The next neighborhood meeting is scheduled for June 7, 2014. (6-12-14) Second neighborhood meeting was not as successful as the initial focused group meeting. There was low attendance at the meeting, Neighborhood representative will be sending letters and/or e-mail. (6-27-14) Neighborhood group scheduled a meeting for July 8th to discuss progress and next steps. (7-11-14) Staff met with neighbors on 7-8-14 to discuss possible reconfiguration of the district boundaries. Staff to obtain clarification from bond attorney. Neighbors conducting more outreach to residents that they have not been able to contact. (7-18-14) Staff obtained answers to questions raised and provided to neighborhood group. (8-22-14) Neighborhood group trying to set us another meeting week of August 25th to discuss next steps. (8-29-14) Neighborhood group revised the approximate district boundary for a smaller number of properties. Consultant to submit revised proposal for smaller district. (9-4-14) Consultant working on revised proposal. (9-11-14) Revised proposal sent to neighbors for review. (9-26-14) Neighborhood group working on setting up another meeting for October 1. (10-3-14) Neighbors will try to talk to a few more residents to see if they can make up the cost to begin phase 1 with the consultants. (10-24-14) Neighborhood group to provide remaining deposit to Town so that Phase one can be awarded. (11-6-14) Neighbors deposited some additional funds. Staff reviewing the available funds to confirm that there are enough funds to hire the consultant to do preliminary design.</p>
16	Engineering and Traffic Survey	<p>(7-25-14) Updated survey is required for continued use of radar enforcement on certain streets. Additional fund request to be presented to Council at the August 2014 meeting. (8-7-14) Staff working with consultant to clarify scope requirements. (8-22-14) Consultant working on completing the report. (8-29-14) Draft report being reviewed by Sheriff. (10-3-14) Sheriff provided comments on the draft report. Staff to work with consultant to address. (10-10-14) Consultant reviewing comments. (10-17-14) Staff working with consultants to finalize the report. (10-24-14) Consultant submitted revised draft final report. Staff to review draft final report.</p>
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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
18	Emergency communication antenna	(7-19-13) Staff met with Jim Abraham to discuss requirements for emergency antenna. Height needs to be 100 feet above ground. Staff to research antenna poles/towers and cost for installation. (8-9-13) Staff meet with antenna tower contractor to obtain budgetary cost information. (8-16-13) Rough cost estimate provided to Jim Abraham.
19	Long Range Trash Management Plan	(1-31-14) Staff prepared and submitted the Town's Long Term Trash Management Plan for submittal to the water board. (2-6-14) Plan has been submitted and is on the Boards website.
20	Open Space Stewardship	(3-13-14) Staff to schedule kick off meeting with Acterra after agreement is executed. (3-21-14) Contract has been executed. Kick off meeting to be scheduled. (3-28-14) Kick off meeting with Acterra and members of the Open Space Committee scheduled for April 9th. (4-4-14) Members of the Open Space Committee will be attending the meeting on April 9th. (4-11-14) Kick off meeting held on April 9th with members of the Open Space Committee. Acterra performing assessment and coordinating volunteer work days. (4-18-14) Acterra working on Vegetation Management Plan and webpage development. (5-2-14) Acterra setting up Nature Walk in Byrne Preserve for May 22. (5-16-14) Web link to Acterra site provided on Town's website. (5-23-14) Town working with Acterra to do some mowing in particular areas of Byrne Preserve. (6-6-14) Acterra held a community work day and pulled weeds. Quarterly meeting scheduled for 6-16-14. (6-20-14) Acterra has completed a draft Vegetation Management Plan and continues to hold community work days. Staff coordinating mowing contractor work with Acterra. (6-27-14) Additional mowing with the Town's contractor has been performed at Byrne Preserve and more will done at O'Keefe Preserve. Acterra is continuing to hold work day events at Byrne Preserve. (7-11-14) Additional mowing was completed at O'Keefe per coordination with Acterra. Community work days continuing at Byrne Preserve. Staff continue to work with Open Space Committee members on this contract. (7-18-14) Open Space Committee presented progress report at the July City Council meeting. (7-25-14) Staff working with Acterra to coordinate weed disposal and mowing. (8-7-14) Acterra holding community work days on Thursdays for Byrne Preserve and on August 22nd for O'Keefe Preserve. (8-29-14) Second quarterly meeting with Acterra to be scheduled. (9-4-14) Acterra is taking a break from weeding until the rains begin at which time they will also begin planting new material. There will be a free birding event on Sept. 21st from 9am-11am. (9-11-14) Next quarterly meeting with Acterra scheduled for Sept. 19, 2014. (9-26-14) Second quarterly meeting went well. Acterra gearing up to begin revegetation of one area. (10-3-14) Staff provided vehicle access to Acterra for upcoming replanting work in Byrne Preserve. (10-10-14) Byrne Brigade volunteer workdays are starting up again in October. There is a free workshop on Sunday, October 19 on oak health and management of SOD (Sudden Oak Death). The workshop will take place at Foothills Park. Acterra is offering free educational field trips at Byrne Preserve for local school groups. (10-31-14) Staff meet with Acterra and Torie of Westwind Barn to discuss barn operations and preserve restoration. (11-6-14) Acterra will be holding a nature walk in Byrne Preserve on Sunday Nov. 16 from 9:30am to 11:30am.

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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
21	Impact Fee Studies	(7-19-13) Staff working on amendment for consultant to perform impact fee study for Pathway, Park n Rec, and Storm Drain Fees. (9-6-13) Draft reports from consultant scheduled to be submitted mid September. (3-13-14) Staff working to schedule a meeting with the consultant. (3-21-14) Phone conference scheduled for March 25th. (3-28-14) Staff conducted phone conference with Wildan. Wildan to provide list of requested items for them to begin work in early April. (4-18-14) Staff to gather information for consultant.
22	Edith Sidewalk in Los Altos	(10-25-13) Staff to inspect sidewalk. (11-8-13) Staff obtained a proposal for about \$15,000 to remove and replace the asphalt sidewalk. Staff working on obtaining another proposal. (11-15-13) Staff received two proposals with the lower one at about \$15,000. LAH staff checking with LA staff to see if they are open to cost sharing. (11-22-13) Awaiting response from Los Altos staff. (12-5-13) LAH staff contacted LA staff and awaiting response. (12-13-13) LA staff indicated that they are open to cost sharing for this work. Staff working out details with LA staff. (1-10-14) Staff sent a request to Los Altos for a deposit to cover 50% of the cost to remove and replace new asphalt for the section of Edith between Cypress and Foothill Expressway. (2-28-14) LA staff indicated that they will process our deposit request. (4-4-14) Still waiting for LA staff to process payment.
23	P-TAP Round 15 grant funds	(1-17-14) Staff applied for and received approval for \$18,600 in grant funds to update the Town's Pavement Management Program. (3-13-14) MTC to assign consultant to work on LAH project. (4-11-14) Staff meeting with consultant on 4-11-14 to begin project. (4-18-14) Staff reviewing work plan from consultant. (4-25-14) Work Plan budget approved. (5-2-14) Consultant working on project schedule. (5-16-14) Waiting for MTC approval of work plan. (5-23-14) MTC has approved the project. Consultant to provide schedule. (6-6-14) Consultant to begin field work week of June 16, 2014. (6-20-14) Work underway. (8-22-14) Staff reviewed draft report and provided comments to consultant. Consultant working on finalizing the report. (10-10-14) Draft final report has been submitted to staff for review. (10-24-14) Project has been completed. Staff to post new report on Town's website. (10-31-14) Report has been posted on Town's website.

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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
24	Stanford Perimeter Trail Parking	<p>(1-24-14) As part of the Stanford Perimeter Trail project, they are proposing to provide some parking on Coyote Hill Road in unincorporated Santa Clara County. Item to be discussed at the 1-28-14 Traffic Safety Committee meeting. (1-31-14) The proposed parking issue was discussed at the Traffic Safety Committee and there was consensus that the committee does not support additional parking on Coyote Hill Road. The committee was concerned that the parking would add to the congestion on Page Mill Road. (2-6-14) Staff to contact Stanford to see if they have any traffic study for the parking on Coyote Hill. (3-13-14) Stanford did not provide a traffic study. (3-21-14) Coyote Hill parking is off the table for the time being. (4-18-14) Staff verifying with Stanford that Coyote Hill Parking is off the table at this time. (4-25-14) It appears that the Coyote Hill Parking will be in the plan proposed to the County in the next few weeks. Staff has inquired to see if Stanford is available to attend the May 6th meeting with the County and Caltrans. (5-9-14) Stanford is almost ready for an updated submittal to the County. (7-11-14) Stanford will propose parking spaces on Coyote Hill as part of their Perimeter Trail project. Item will be discussed at the July City Council meeting. (7-18-14) Staff researching appropriate County department to send letter to regarding new parking on Coyote Hill. (7-25-14) Staff contacted the County and determined that the letter should be sent to Supervisor Mike Wasserman with a cc to Michael Murdter, Director Roads & Airport. (8-7-14) Staff is reviewing drawings and traffic study obtained from County staff. (8-22-14) Staff to invite Stanford to attend September City Council meeting. (9-11-14) Stanford indicated that they will participate in multi agency discussions to review and consider a more comprehensive solution for the entire Page Mill Road corridor.</p>
25	I-280 Repaving	<p>(12-13-13) Staff contacting CalTrans again to see if they have an update on when I-280 within Los Altos Hills will be scheduled to be repaved. (12-20-13) E-mail received from Jeremy Dennis discussing the CalTrans process. By fall of 2014 Caltrans will decide which projects will be included in the 2016 SHOP program for bidding in 2018-19. Not sure if a section of I-280 within LAH will be selected. (7-18-14) Mayor will be sending a letter to CalTrans to request expediting the paving schedule for I-280 within Los Altos Hills. (9-19-14) Letter was sent to Caltrans. (10-17-14) Caltrans staff indicated that per the program schedule, the soonest the paving work would occur is in 2018/2019 and the latest it would occur is in 2019/2020. Staff still trying to contact the District Director.</p>
26	El Monte Segment 4	<p>El Monte will remain on the list for future BEP funds. (9-14-12) Based on the revised OBAG grant program the scope of work will need to be increased to qualify for the discretionary program. (2-21-13) Staff submitted a new application for the BEP list as all project will be re-evaluated. (4-3-13) Project was approved to be on the new BEP list.</p>

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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
27	Barron Creek Drainage Channel Maintenance (26170 W. Fremont Road)	Town will need to do a project to restore the flow line of the channel. Funds will need to be allocated for design with construction funds to follow. (11-30-12) Staff met with SCVWD to discuss how the district may be able to help. Town and District staff to discuss further. (1-11-13) Staff meeting with SCVWD staff on 1-17-13 to discuss how the district may be able to help. (1-18-13) Staff met with SCVWD and there is no assistance they can provide for this project. (1-25-13) Project needs to be budgeted. (11-15-13) Staff will be working on flushing out the pipe segment upstream of the open channel. (11-22-13) Staff completed flushing of the upstream storm drain pipe. (5-9-14) Staff working on budget for this project. (6-12-14) Budget not approved.
28	VTA TAC Meetings	(9-27-13) Town will receive approximately \$47,000 in vehicle registration fee to be used for the Town's road rehabilitation projects. (10-11-13) Staff attended the 10-10-13 TAC meeting. No announcements of any grant opportunity. Committee will be working on selecting a new chair and vice chair.(5-9-14) Staff attended the 5-8-14 TAC meeting. Committee voted to recommend board approval for FY 2014-15 Countywide Transportation Development Act Article 3 program. (10-10-14) Selection of new chair and vice-chair is in process. No agency in Santa Clara County received the State ATP grant and only one in Santa Clara County got approval for the regional ATP grant.
29		
30	New electric meter for Purissima Park	(4-4-14) Staff to work with PG&E and electrician to in separate electric meter at Purissima Park for EV charging stations. (4-18-14) Staff filed an application for a new meter. (4-25-14) Staff reviewing the proposal from contractor. (5-2-14) Agreement being prepared. (5-9-14) Staff, contractor, and PG&E scheduled to meet at Purissima Park on 5-12-14 to discuss new meter. (5-16-14) Meeting with PG&E was held, PG&E reviewing information from contractor. (6-20-14) PG&E rejected proposed work. Contractor to propose alternative. PG&E to provide rough estimate to run new supply wires. (6-27-14) Awaiting for additional information from PG&E. (7-3-14) Contractor reviewing response from PG&E. (7-25-14) Contractor and PG&E clarifying requirements that would be acceptable to PG&E. (9-26-14) Contractor revising proposal based on PG&E requirements.
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Last Updated on 11/6/2014

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
37	Gardner Bullis Crosswalk study	(7-25-14) Staff working with school parents and traffic consultant to study the existing crosswalk on Fremont Road near the school. (8-7-14) Crosswalk study to be presented at the August City Council meeting. (8-22-14) Council approved the relocation of the crosswalk and the installation of push button operated lighted signs. Staff to obtain quotes to perform the work. (9-11-14) Staff preparing agreement for crosswalk relocation, still waiting for flashing sign proposals. (9-19-14) Curb ramp installation underway. (9-26-14) Curb ramps installation completed. Need custom application for lighted signs to be visible from Fremont Pines Lane. Funding authorization to be requested at the October council meeting. (10-17-14) Council approved the funding to install the lighted crosswalk signs. (11-6-14) Agreement being executed with contractor.
38	2014-2 Road Rehabilitation Project	(8-29-14) Staff working on second road rehabilitation project. Design being done in-house.
39	La Cresta Sewer Project	(10-31-14) The proposed project includes about 316 feet of 8" pipe and three manholes with depths ranging from 7 feet to 18 feet.
40	Ginny Lane	(10-31-14) The City Council approved this project and approved the future users that would be subject to a reimbursement agreement on 11/5/2013. The proposed project is between 26432 Ginny Lane and 26481 Purissima Road. The proposed sewer sleeve is a 631 linear feet of 12" PVC pipe with nine 1.5-inch pressure lines to be installed. This project was on hold for some time as applicant was not ready to start. (11-6-14) Applicant to pull permit and pay fees.
41	Hilltop Sewer Main Improvements	A project on Hilltop was recently completed. Project included 50 feet of 8" sewer main with two manholes.



**Santa Clara County Office of the Sheriff
Weekly Activity Summary
10/27/2014 – 11/2/2014
LOS ALTOS HILLS**



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
10/30	L3	Non-Injury Collision	Occurred at 1:16 PM at Page Mill Road and Highway 280.
10/31	L5	Residential Burglary	Between 9:45 AM and 12:00 PM, two unknown suspect entered a residence in the 23000 block of Camino Hermoso by forcing open a window. The suspects fled when the victim came downstairs. The suspects rummaged through drawers but did not take anything.

DATE	TIME	BEAT	EVENT NUM.	TYPE	LOCATION	INFORMATION
PHONE CALL						
10/28/2014	13:42	L1	S143010200	1021	MIRANDA RD @ LA LANNE CT	INFORMATION GIVEN
MEET WITH CITIZEN						
10/30/2014	8:06	L1	S143030075	1062	PUTTER CT @ PUTTER WY	COMPLETE
SUSPICIOUS PERSON						
10/29/2014	10:47	L1	S143020130	1066	CAMINO MEDIO LN @ VISCAINO RD	NO REPORT
ANIMAL COMPLAINTS						
10/31/2014	8:45	L1	S143040084	1091	PURISSIMA PARK @ PURISSIMA RD	NO REPORT
10/31/2014	13:04	L1	S143040193	1091	MANRESA LN @ MANRESA WY	NO REPORT
PEDESTRIAN STOP						
10/30/2014	12:50	L3	S143030218	1095	PAGE MILL RD @ ARASTRADERO RD	CITATION ISSUED

DATE	TIME	BEAT	EVENT NUM.	TYPE	LOCATION	INFORMATION
ABANDONED VEHICLES						
10/31/2014	11:43	L5	S143040159	1124	CRESTRIDGE DR @ RAVENSBURY AV	INFORMATION GIVEN
11/1/2014	10:39	L3	S143050125	1124	CRESCENT LN @ ELENA RD	NO REPORT
TRAFFIC HAZARDS						
10/29/2014	11:25	L1	S143020151	1125	FY 280 @ EL MONTE RD	INFORMATION GIVEN
11/2/2014	20:00	L1	S143060341	1125	FY 280 @ EL MONTE RD	INFORMATION GIVEN
SUSPICIOUS VEHICLES						
10/28/2014	21:23	L1	S143010391	1154	LA CRESTA DR @ ARASTRADERO RD	NO REPORT
10/28/2014	0:19	L3	S143010005	1154	PAGE MILL RD @ ARASTRADERO RD	NO REPORT
10/29/2014	18:55	L1	S143020372	1154	MIRANDA RD @ WILD PLUM LN	NO REPORT
10/29/2014	1:24	L3	S143020012	1154	PAGE MILL RD @ FAWN CREEK CT	NO REPORT
10/30/2014	10:44	L3	S143030152	1154	CUMBRA VISTA CT @ ELENA RD	NO REPORT
11/1/2014	14:33	L1	S143050229	1154	LA CRESTA CT @ LA CRESTA DR	INFORMATION GIVEN
11/2/2014	1:15	L4	S143060022	1154	PAGE MILL RD @ ALTAMONT CIR	NO REPORT
VEHICLE ACCIDENTS						
10/30/2014	16:39	L1	S143030321	1182	FOOTHILL EX @ S SAN ANTONIO RD	INFO EXCHANGE
10/31/2014	15:31	L1	S143040244	1183	EL MONTE RD @ FY 280	INFO EXCHANGE
VEHICLE STOPS						
10/27/2014	0:08	L1	S143000002	1195	DEER CREEK RD @ ARASTRADERO RD	CITATION ISSUED
10/27/2014	20:05	L5	S143000317	1195	STONEBROOK DR @ EL MONTE RD	CITATION ISSUED
10/27/2014	22:19	L2	S143000363	1195	FY 280 @ MAGDALENA RD	CITATION ISSUED
10/27/2014	22:41	L2	S143000371	1195	MAGDALENA AV @ SUMMERHILL AV	CITATION ISSUED
10/27/2014	22:59	L2	S143000374	1195	FY 280 @ MAGDALENA RD	WARNING ISSUED
10/28/2014	23:29	L1	S143010423	1195	ELENA RD @ PURISSIMA RD	WARNING ISSUED
10/29/2014	12:53	L3	S143020195	1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
10/29/2014	13:10	L3	S143020204	1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
10/29/2014	14:33	L1	S143020248	1195	FOOTHILL EX @ W EDITH AV	CITATION ISSUED
10/30/2014	13:08	L3	S143030230	1195	PAGE MILL RD @ FY 280	CITATION ISSUED
10/30/2014	16:23	L3	S143030313	1195	ELENA RD @ CRESCENT LN	CITATION ISSUED
10/30/2014	16:56	L3	S143030329	1195	ELENA RD @ JOSEFA LN	WARNING ISSUED
10/30/2014	17:04	L5	S143030334	1195	MAGDALENA AV @ DAWSON DR	CITATION ISSUED

DATE	TIME	BEAT	EVENT NUM.	TYPE	LOCATION	INFORMATION
10/31/2014	9:23	L2	S143040100	1195	MAGDALENA AV @ PRINCESS ELLENA CT	CITATION ISSUED
10/31/2014	10:00	L5	S143040115	1195	MAGDALENA AV @ RAVENSBURY AV	CITATION ISSUED
10/31/2014	10:22	L2	S143040122	1195	MAGDALENA RD @ FY 280	CITATION ISSUED
10/31/2014	10:49	L1	S143040128	1195	EL MONTE RD @ O KEEFE LN	CITATION ISSUED
11/1/2014	11:28	L3	S143050154	1195	ELENA RD @ JOSEFA LN	CITATION ISSUED
11/1/2014	18:46	L5	S143050308	1195	MAGDALENA AV @ RAVENSBURY AV	WARNING ISSUED
11/1/2014	20:02	L1	S143050328	1195	FY 280 @ EL MONTE RD	CITATION ISSUED
11/1/2014	20:27	L3	S143050338	1195	PAGE MILL RD @ FY 280	CITATION ISSUED
11/1/2014	21:31	L5	S143050368	1195	EL MONTE RD @ STONEBROOK DR	CITATION ISSUED
11/1/2014	22:59	L3	S143050410	1195	FY 280 @ PAGE MILL RD	FIELD INTERVIEW CARD
11/2/2014	0:16	L2	S143060002	1195	MAGDALENA RD @ SUMMERHILL AV	CITATION ISSUED
11/2/2014	14:38	L3	S143060206	1195	ELENA RD @ JOSEFA LN	CITATION ISSUED
11/2/2014	15:14	L1	S143060220	1195	CALLE DEL SOL @ PURISSIMA RD	CITATION ISSUED
11/2/2014	19:44	L1	S143060333	1195	EL MONTE RD @ FY 280	CITATION ISSUED
11/2/2014	23:23	L1	S143060410	1195	W FREMONT RD @ ARIC LN	CITATION ISSUED

RECKLESS DRIVING

10/28/2014	15:59	L1	S143010272	23103	ROBLEDA RD @ W FREMONT RD	INFORMATION GIVEN
10/31/2014	10:50	L1	S143040130	23103	FY 280 @ EL MONTE RD	INFORMATION GIVEN
11/2/2014	16:41	L1	S143060247	23103	PURISSIMA RD @ SAMUEL LN	NO REPORT

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10/29/2014	10:12	L3	S143020116	23152	FY 280 @ PAGE MILL RD	INFORMATION TO CHP
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ALARM CALLS

10/28/2014	8:26	L5	S143010061	1033A	LAURA CT @ KATE DR	FALSE ALARM
10/28/2014	15:12	L3	S143010250	1033A	MIR MIROU DR @ PASEO DEL ROBLE DR	FALSE ALARM
10/29/2014	12:13	L1	S143020173	1033A	ESPERANZA DR @ CONCEPCION RD	FALSE ALARM
10/29/2014	13:37	L3	S143020209	1033A	ELENA RD @ AVILA CT	FALSE ALARM
10/29/2014	13:41	L1	S143020214	1033A	OLD ALTOS RD @ BURKE RD	FALSE ALARM
10/29/2014	16:58	L3	S143020313	1033A	VIA VENTANA @ PAGE MILL RD	FALSE ALARM
10/30/2014	7:43	L3	S143030067	1033S	MIR MIROU DR @ PASEO DEL ROBLE DR	FALSE ALARM
10/31/2014	16:15	L1	S143040258	1033A	LA CRESTA DR @ NINA PL	FALSE ALARM
10/31/2014	23:08	L1	S143040403	1033A	PALO HILLS DR @ W FREMONT RD	FALSE ALARM
11/1/2014	21:18	L3	S143050359	1033A	ALTAMONT RD @ BLACK MOUNTAIN RD	FALSE ALARM
11/1/2014	22:37	L3	S143050396	1033A	ALTAMONT RD @ BLACK MOUNTAIN RD	FALSE ALARM

DATE	TIME	BEAT	EVENT NUM.	TYPE	LOCATION	INFORMATION
11/2/2014	12:29	L1	S143060159	1033A	ROBLEDA CT @ ROBLEDA RD	FALSE ALARM

DISTURBANCES

10/28/2014	11:20	L5	S143010143	415UNK	STONEBROOK DR @ EL MONTE RD	NO REPORT
10/29/2014	20:53	L5	S143020416	415FC	RAVENSBURY AV @ MAGDALENA AV	FIRECRACKERS
10/30/2014	17:32	L1	S143030345	415A	FY 280 @ EL MONTE RD	FIGHT
10/31/2014	21:37	L5	S143040382	415P	LOMITA LINDA CT @ FERNHILL DR	PARTY
10/31/2014	22:21	L5	S143040388	415J	STONEBROOK CT @ STONEBROOK DR	JUVENILE

9-1-1 ABANDONED

10/27/2014	15:37	L1	S143000234	911CEL	LA CRESTA DR @ VISCAINO RD	9-1-1 ABANDONED
10/28/2014	11:39	L3	S143010151	911CEL	DUVAL WY @ ROBLEDA RD	9-1-1 ABANDONED
10/28/2014	14:33	L1	S143010227	911ABN	LA CRESTA DR @ VISCAINO RD	9-1-1 ABANDONED
10/28/2014	19:44	L3	S143010365	911CEL	DUVAL WY @ ROBLEDA RD	9-1-1 ABANDONED
10/30/2014	14:56	L4	S143030276	911CEL	MOODY RD @ FRANCEMONT AV	9-1-1 ABANDONED
10/31/2014	1:19	L3	S143040021	911CEL	FY 280 @ LA BARRANCA RD	9-1-1 ABANDONED
11/1/2014	12:39	L1	S143050178	911CEL	PURISSIMA RD @ ROBLE LADERA RD	9-1-1 ABANDONED

ASSISTANCE

10/29/2014	8:43	L1	S143020067	AID	LEANDER DR @ PURISSIMA RD	COMPLETE
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INFORMATION ONLY

10/27/2014	22:45	L1	S143000372	INFO	LENNOX WY @ W FREMONT RD	INFORMATION GIVEN
10/28/2014	21:31	L5	S143010394	INFO	JABIL LN @ MAGDALENA RD	INFORMATION GIVEN
10/29/2014	3:34	L1	S143020024	INFO	LOS ALTOS AV @ SANTA RITA	INFORMATION GIVEN
10/29/2014	11:34	L1	S143020156	INFO	FY 280 @ EL MONTE RD	NO REPORT
10/29/2014	17:20	L2	S143020327	INFO	HILLTOP DR @ COLINA DR	INFORMATION GIVEN
10/30/2014	2:45	L1	S143030030	INFO	FY 280 @ EL MONTE RD	INFORMATION GIVEN
10/30/2014	9:46	L4	S143030118	INFO	MOODY RD @ FRANCEMONT AV	INFORMATION GIVEN
10/30/2014	18:58	L2	S143030381	INFO	AMIGOS CT @ SUMMERHILL AV	INFORMATION GIVEN
10/31/2014	12:52	L1	S143040187	INFO	MANRESA LN @ MANRESA WY	DUPLICATE CALL
10/31/2014	15:30	L1	S143040243	INFO	EL MONTE RD @ FY 280	DUPLICATE CALL
11/1/2014	1:41	L5	S143050023	INFO	KATE DR @ TERESA WY	INFORMATION GIVEN
11/1/2014	13:59	L6	S143050220	INFO	ELOISE CL @ BERKSHIRE DR	INFORMATION GIVEN
11/1/2014	22:21	L1	S143050389	INFO	LEANDER DR @ PURISSIMA RD	INFORMATION GIVEN
11/2/2014	11:05	L1	S143060128	INFO	FY 280 @ EL MONTE RD	INFORMATION GIVEN

DATE	TIME	BEAT	EVENT NUM.	TYPE	LOCATION	INFORMATION
PATROL CHECKS						
10/31/2014	7:22	L1	S143040066	PATCK	EL CAMINO REAL @ ARASTRADERO RD	COMPLETE
11/1/2014	9:52	L5	S143050109	PATCK	DAWSON DR @ MAGDALENA RD	COMPLETE
11/1/2014	21:15	L5	S143050357	PATCK	PRISCILLA LN @ STONEBROOK DR	COMPLETE
SUSPICIOUS CIRCUMSTANCES						
10/28/2014	0:34	L1	S143010009	SUSCIR	W FREMONT RD @ WESTON DR	NO REPORT
10/29/2014	0:55	L3	S143020008	SUSCIR	VIA FELIZ @ PAGE MILL RD	NO REPORT
10/31/2014	20:18	L1	S143040355	SUSCIR	ROBLEDA RD @ CHAPIN RD	NO REPORT
11/1/2014	22:45	L1	S143050401	SUSCIR	LEANDER DR @ PURISSIMA RD	NO REPORT
10/31/2014	17:19	L2	S143040284	SUSCIR	DAWNRIDGE DR @ MAGDALENA	NO REPORT
SERVICE REQUEST						
11/2/2014	9:50	L1	L143060011	SVC	PINE LN @ LINDEN AV	COMPLETE
UNKNOWN CIRCUMSTANCES						
10/30/2014	15:25	L1	S143030291	UNKCIR	O KEEFE LN @ DIANNE DR	NO REPORT
WELFARE CHECK						
10/31/2014	19:45	L1	S143040343	WELCK	FREMONT AV @ PARMA WY	COMPLETE



Westwind Community Barn Lower Arena