



Town Manager's Report for August 17 - 21, 2015

Items to report on this week include the following:

Planning/ Building/ Engineering Update:

The City **Engineer's Report** is attached. Items in **red text** note changes in project status from last week. A copy of the **West Bay** Sanitary District O&M Report for June 2015 is attached.

The **Planning Commission** will be having a Study Session on *Tuesday, September 15* to present proposed changes to **Conditional Development regulations** and to received public input. No action will be taken at the study session. A public hearing will be scheduled at a later date where the Commission will develop a recommendation to the City Council.

Save the date! A forum on **Community Choice Energy** (CCE) for **elected officials** and executives will be held on **Monday August 24th at 9:00 AM** at the Mountain View Public Library 585 Franklin Street. The event is sponsored by the [Silicon Valley Clean Energy Partnership](#)

Planner Nicole Horvitz will be out on maternity leave beginning August 27. Any questions regarding projects Nicole has been working on can be directed to Suzanne Avila. Nicole is expected back on January 4, 2016.

A Town-wide notice will be mailed next week for the **September 15, 2015 Planning Commission Study Session** on Conditional Development Permit regulations.

Planning Director Suzanne Avila attended a *Santa Clara Valley Water District Drought Workshop and tour* held on August 14. Tour stops included the following:

- **Anderson Dam** – discussion on the District's Seismic Safety Program and overview of Anderson Dam retrofit project
- **Silicon Valley Advanced Water Purification Plant** – the state of the art facility produces 800 million gallons of purified water per day
- **Don Edwards National Wildlife Refuge** - Presentation on the South San Francisco Bay Shoreline Study and the South Bay Salt Pond Restoration Project
- **Masson Dam fish ladder** – Presentation of the District's Fisheries and Aquatic Habitat collaborative effort
- **Page Groundwater Recharge Ponds** – overview of the District's Purified Water Program and how the percolation ponds and other groundwater recharge ponds will help replenish groundwater

Public Safety Update:

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

Attached is a copy of an e-mail exchange between our emergency preparedness consultant Marsha Hovey and **Cal Water** Staff in the aftermath of their water main problem and resulting **boil water notice** that was in effect for some Town residents living in the vicinity of El Monte Avenue and O'Keefe Lane. Communications from Cal Water with the Town during this incident could have been better. Follow-up discussion and plans for improvement have been positive. City Engineer Richard Chiu and I also met in person this week with District Manager Ron

Richardson and his interim Tony Carrasco to discuss the incident. The availability of Town CERT resources and capabilities was brought to the attention of Cal Water Services management.

Administrative Services Update:

This week, the Administrative Services Department continued efforts in completing the following:

- Year-End: Completed July and August revenue accrual. Processed the last AP batch for FY 2014-15.
- Budget Finalization: Reviewed Introduction Section and made changes, order tabs and will continue to error check the other sections
- Building Technician Recruitment: Scheduled the top four candidates for interview on 8/28.
- Permitting System Communication with Finance System: The Department contacted Tyler Technologies and was informed that once the Finance System is updated to the most recent patch, the Financial System will have the capability to upload data from the Town’s permitting system. It will involve downloading data from the permitting system and import the data into the finance system.

CalPERS notified the Department the 2016 PERS Medical open enrollment will begin Sept 14 through Oct 9. The Town’s Cafeteria Plan will be brought to the City Council for consideration and approval in the coming months.

Parks and Recreation Update:

As the Summer Season comes to an end staff compared **Parks and Recreation program data** from last year. Staff added 21 revenue generating programs, which increased registration by 39% from the previous year and resulted in a 27% increase of gross revenue.

	Grossed	# of courses	Registrations	Canceled/Refunds
September 2013-August 2014	80,064.59	73	379	96
September 2014-August 2015	101,777.50	94	527	86
Difference	21,712.91	21	148	-10
Percent increase	27%	29%	39%	-10%

Staff met with **Victoria Dye Equestrian** (VDE) regarding finances. Attached please find her weekly report and profit loss statement.

Water Conservation - Our landscape maintenance contractor for Purissima Park is conducting a field study of (2) **moisture managing products** on field 4 to see which one does better. See map attached. Staff has setup a meeting in three weeks with Little League reps and our contractor to discuss test results.

The **Fall/Winter Activity Guide** has been completed and sent to the printer. It should hit residents’ mailboxes by the end of next week. The attached ad will be in next week’s Town Crier. The Guide will be available at the following link by Friday evening:
<http://www.losaltoshills.ca.gov/activity-guide>.

The **Hoedown** will be happening Saturday, September 12th from 3:00-8:00pm at Westwind Community Barn. We have confirmed The Boneyard Truck for good eats <http://www.theboneyardtruck.com/>. VDE and Pony Club will be participating in a horseshow from 4:30-5:00pm. Banners were installed around town today.

Vines and Wines happening Sunday, October 25th from 2:00-5:00pm, met this week. Registration is currently available. <http://www.losaltoshills.ca.gov/announcements/621-vines-wines-sunday-october-25>

Attached is a photo of the **City Council** and Lisa Chung with Senator Jerry Hill's office and Assemblyman Rich Gordon from last night where Council Member Rich Larsen was recognized for his commitment and service to the Town. If you have any questions or comments feel free to e-mail or call.

Carl

Last Updated on 8/21/2015

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
1	I-280/Page Mill Interchange	<p>(1-9-15) County and Town staff to meet end of January to continue discussions. (1-16-15) County working on recommendations for Park n Ride, East side of I-280 and West side of I-280. (1-23-15) Staff met with County to discuss progress. County preparing to complete their proposal for the interchange and Page Mill/Oregon expressway. County staff to provide update to Council at the February meeting. (1-28-15) Staff provided update to Traffic Safety Committee on the roundabout plan that County is refining and notified the committee that the County will present an update at the February Council meeting. (2-6-15) Staff attended meeting with County and Caltrans staff to discuss roundabout concept. Caltrans is concerned about timing of project. Caltrans is looking to see if there are any other interim measures that they can consider to address their safety concerns. Caltrans also provided comments on the traffic modeling done by the County's consultant. Consultant will review traffic model as requested by Caltrans staff. (2-13-15) County staff provided update at the February City Council meeting date. County staff to return in March to present proposed final concept plan. (2-27-15) Staff working with County staff on March presentation to City Council. (3-5-15) County presentation may be postponed to the April Council meeting. (3-20-15) County staff will present the updated plan of the Page Mill/I-280 interchange at the April Council meeting. County proposing traffic signal at Page Mill and Coyote Hill. (4-10-15) Town staff meeting with County staff to discuss upcoming Council presentation. (4-17-15) Town staff met with County staff and County requested to move their presentation to the June meeting as they need more time to address comments raised by the Town and members of the public. (5-8-15) County staff looking at the feasibility of switching the Caltrans maintenance yard with the Park n Ride facility. (6-5-15) Staff reviewing administrative draft from county. (6-12-15) County submitted Page Mill Road Expressway Corridor Study report. Staff reviewing. County to provide presentation at the June 18th Council meeting. (6-19-15) County staff presented the Page Mill Road Expressway Corridor Study report to council. Council requested County to discuss Park n Ride lot issues with Caltrans and Stanford, move forward with the process of widening Page Mill to six lanes and move forward with the interim measures to improve bicycle safety with new pavement markings. Comments from the public are due to the County by August 7, 2015.</p>

Last Updated on 8/21/2015

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
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. (11-21-14) Caltrans has new requirement for a Quality Assurance Plan (QAP). Consultants working on revising the QAP. (12-5-14) Consultants working on additional technical memos required by Caltrans. (12-12-14) Caltrans reviewing documents. (12-19-14) Town received Caltrans NEPA-Categorical Exemption approval on 12-18-14. (1-9-15) Caltrans reviewing encroachment permit application. (1-16-15) Staff is clarifying some deadlines and escalating the encroachment permit issue to the Caltrans Encroachment Permit Office Chief. (1-23-15) Caltrans had comments on the E76 paperwork and Town consultants made revisions and resubmitted. (1-28-15) Caltrans local assistance forwarded the E76 request to Caltrans headquarters for approval. (2-6-15) Caltrans has more comments on paperwork. Town staff and consultant made necessary revisions and resubmitted to Caltrans for review. (2-13-15) E76 approval has been received from Caltrans. Project to be advertised end of February. Funds will need to be requested at the mid-year budget adjustment. (2-27-15) Project bid opening is scheduled for March 31. (3-5-15) Project has been advertised. (3-20-15) Project to be presented to Council at the March 31 meeting for award of contract. (4-3-15) Council authorized the award of construction contract. Staff confirming paperwork needed per Caltrans requirements. (4-10-15) Pre-construction meeting scheduled for 4/13. Staff reviewing bonds and insurance information from contractor. (4-17-15) Contractor working on project schedule for Town to review. (4-24-15) Contractor waiting for encroachment permit approval from Caltrans. Paving work may be done on the weekend. (5-8-15) Town staff trying to help the contractor secure approval of the Caltrans permit. (5-15-15) Caltrans permit for contractor has been obtained. Contractor to provide schedule for work. (5-22-15) Construction in progress. Work scheduled to be complete by early July. (5-29-15) Contractors working on curb ramps. (6-5-15) Some field adjustment being discussed for ADA requirements. (6-12-15) Contractor will be grinding pavement on 6/13/15. (6-19-15) Loop detector repair work in progress. Contractor will be paving on 6/20/15. (7-10-15) Paving work completed. Striping work in progress and push button modifications are required. (7-17-15) Contractors working on electrical push button work under force account since proposal could not be agreed upon. (7-23-15) Staff preparing punchlist with inspector. (7-31-15) A faulty ped pushbutton was repaired. Still need to install a School Xing pavement marking and completion of punchlist items. (8-14-15) Construction work has been completed. Payment and reimbursement paperwork still in progress.</p>

Last Updated on 8/21/2015

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
3	Miranda Road Path	<p>(12-19-14) Residents on Miranda Road are organizing to propose that a continuous path be built on the east side of Miranda. Staff met with residents to discuss options and to walk the road to layout possible path route. Staff reviewing estimate for budgeting purposes. (1-16-15) Staff provided feedback to the resident on Miranda. They will be presenting to Pathway Committee. (1-23-15) Staff provided information to Pathway Committee chair. (1-28-15) Staff to contact neighbors to discuss proposal and obtain quotes for contract document preparation. (2-6-15) Staff working on getting proposals from consultants to prepare contract bid documents. (2-27-15) Staff received two proposals and will request award of contact at the March City Council meeting. (3-5-15) Neighborhood representative has been notified of the upcoming request to Council for contract award to prepare bid documents. (3-20-15) Staff working on agreement language with proposed consultant. (3-27-15) Staff preparing revised agreement for consultant to sign. Authorization to award contract to be presented to Council at the March 30, 2015 meeting. (4-3-15) Council authorized the award of design contract. Staff sent revised agreement to consultant for signature. (4-10-15) Staff in process of obtaining signatures on the agreement. (4-17-15) Staff scheduling kick off meeting with consultants. (4-24-15) Staff, neighborhood coordinator and designers met at the site to discuss project. Designers will schedule the surveying work. (5-1-15) Design in progress. Staff had arborist look at an oak tree and based on poor form and location under power lines, design will proposed to remove the tree for the new path. (5-15-15) Pathway design in progress, draft pathway plans scheduled to be submitted to the Town week of 5-18-15 for review. (5-22-15) Draft plans have been received and sent to the neighborhood representative and pathway committee chair for comments. (5-29-15) Staff met with neighborhood representative to discuss comments on draft plans. Pathway committee to provide any comments they may have. (6-5-15) Staff to finalize review and provided comments to designer week of 6-8-15. (6-12-15) Pathway committee did not provide any comments on the preliminary design. Staff and neighborhood representative comments provided to designers. (6-19-15) Designers working on addressing comments provided by the Town. (7-10-15) Designers resubmitted revised plans. Staff sent to neighborhood representative and Pathway committee chair for comment. (7-17-15) Comments received from neighborhood representative, but still waiting for comments from pathway committee. Staff to provide comments to designer week of 7-20-15. (7-23-15) No comments provided by pathway committee. Staff comments provided to designers. Final documents to be submitted first week of August. (8-14-15) Final plans received from designers, staff to send to pathway committee and neighbor representative. Staff received approval of TDA article 3 grant funds in the amount of about \$15,000 for this project. (8-21-15) Final plans sent to pathway committee and neighborhood representative. Pathway committee to review and discuss priority to make recommendation to council.</p>
4	O'Keefe Lane and Vista Serena Drainage (Creek Clearing)	<p>(5-17-13) Project awaiting funds. (11-21-14) Creek Clearing will required permits from Department of Fish and Game, Regional Water Quality Control Board, Army Corp. of Engineers, and perhaps other agencies. Staff continues to monitor and perform temporary mitigation.</p>

Last Updated on 8/21/2015

Tasks	Project Name	<u>Latest Status</u>
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. (1-9-15) For the months of October to December staff performed corrective action on 8 potential liability issues identified by routine inspections.(2-13-15) For the month of January staff performed corrective action on 9 potential liability issues identified by routine inspections. (7-17-15) Staff training intern to perform inspections. (7-23-15) Intern doing inspections and working with field crew to address. (7-31-15) Town staff looking for dead pine trees and sending notices out as appropriate. (8-21-15) Tree notices being sent to property owners.
6	Robleda Road Pathway (Fremont to Beatrice) (Project #4)	(8-10-12) Permits have been received from various regulatory agencies. Waiting for funding. (11-21-14) Estimated project cost is over \$600,000. Staff had previously provided some additional signage and shifted the roadway slightly to increase the pathway width. Staff continues to look for possible grant funds. (1-23-15) Staff provided information to Pathway Committee chair. (3-5-17) Committee chair requested hard copies of the drawings for their use to discuss possible grant funding. Staff provided drawings.
7	Sewer Operations	(6-12-15) Amendment to West Bay's agreement to increase scope of work and provide a three year extension to be presented to Council at their June meeting. (6-19-15) Council approved a three years extension to West Bay's contract. (7-10-15) Amendment to extend West Bay's contract has been sent for West Bay's review. The April 2015 summary of O&M activities is attached. (7-17-15) West Bay has approved the three year contract extension. Signatures being obtained. The May 2015 summary of O&M activities is attached. (8-14-15) Staff received and is reviewing the June invoice for O&M. West Bay's May report for LAH to their board is attached. (8-21-15) The June 2015 summary of O&M activities is attached. West Bay discovered a major offset at a drop manhole during routine maintenance. Staff performing emergency repair work.
8	Wet weather flow monitoring	(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.

Last Updated on 8/21/2015

Tasks	Project Name	Latest Status
9	Erosion on Page Mill Road near Baleri Ranch Rd	<p>(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. (11-14-14) Consultants completed the preliminary environmental work and is working on the preliminary design. Should have preliminary design completed by early December. (12-12-14) Consultants are a little behind schedule. Will try to catch up in the next few weeks. (12-19-14) Consultant provided preliminary design proposal and project description. Staff reviewing. (1-9-15) Staff provided comments and will set up conference call to discuss. (1-16-15) Staff discussed comments with consultant. Consultant will do some analysis and get back to staff. (2-6-15) Consultant submitted modified preliminary design for staff to review. (2-13-15) Staff provided comments to consultant. (2-27-15) Consultant prepared a Biological Assessment and the Wetlands Delineation Report. They are working on documents for permit applications to outside agencies. (3-5-15) Planning reviewing format for environmental document. (3-20-15) Format for environmental document is acceptable. Consultant will begin working on the CEQA documents. (3-27-15) Hydraulic analysis, Biological Assessment and the Wetlands Delineation Report have been completed. Consultants working on documents for permit application to regulatory agencies. (4-3-15) Consultant submitted project description for environmental document. Staff to review. (4-24-15) Consultant prepared permit applications for submittal. Staff reviewing permit applications for outside regulatory agencies. (5-1-15) Staff provided comments on applications. Consultant finalizing application for Town signature. (5-8-15) Applications to regulatory agencies have been submitted for review. (5-22-15) Comments from Regional Water Quality Control Board received. Consultants working on addressing comments and continuing to work on CEQA documents. (5-29-15) Still waiting for comments from other agencies. (7-23-15) Consultant prepared revised vegetation plan to address RWQCB comments for incorporation into CEQA document. (8-14-15) Draft CEQA document has been submitted. Staff reviewing.</p>
10	Inspection for dead pine trees	<p>(7-31-15) Consulting Town arborist performing Townwide inspection for dead/dying pine trees. (8-14-15) Staff and consulting arborist performed Townwide survey for dead trees. Staff sent out approximately 100 notices to property owners requesting that they remove dead trees on or abutting their property. (8-21-15) Consulting arborist verifying several locations at the request of the Town. Staff working with property owners on the removal schedule.</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>

Last Updated on 8/21/2015

Tasks	Project Name	Latest Status
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. (11-14-14) Staff working on sending out a second round of notices to property owners with copy to fire district. (12-5-14) Staff met with fire district regarding dead pine trees and other at risk trees. Fire district requested Town staff to send letters out to property owners. Staff working on sending out additional letters. (12-12-14) Letters for dead pine trees have been sent with copies to the Fire District. (12-19-14) Tree removal letters have been received. Per discussion with residents, Fire district is providing assistance with the removals, however the district's contractor needs additional time to do the work. (1-9-15) Staff continuing to work with Fire District to verify which trees they can provide assistance. (4-24-15) Staff working on agreement with arborist for the 2015 Townwide tree survey. (5-1-15) Agreement sent to consultant for signature. (5-15-15) Agreement has been executed. Staff to authorized consultant to begin. (5-22-15) Consultant scheduling work. (6-19-15) Work in progress. Draft report should be received in July. (7-31-15) Staff checking on the status of the report. (8-21-15) Report received. Staff reviewing and preparing additional letters to be sent to property owners.</p>

Last Updated on 8/21/2015

Tasks	Project Name	<u>Latest Status</u>
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 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.</p>
14	Townwide Traffic Signs	<p>(3-5-15) Revised report has been submitted. Consultant to present the report at the March 31st Council meeting. (4-3-15) Presentation provided to council at the March meeting. Council requested staff to develop a sign removal plan that includes obtaining neighborhood input and return to council for consideration. (4-10-15) Staff will provide verbal update to council at the April meeting. (4-17-15) Assistance will be needed from the Engineering intern. (4-24-15) Per Council direction, staff will proceed with the removal of No Parking signs per the Nelson Nygaard report except for the area of Moody Road. Not Through Road/Dead End signs will not be removed per Council direction. Staff will also work on a plan to reduce the number of warning signs. (5-1-15) Additional signs have been removed, staff continuing to work with crew to remove signs as directed by Council. (5-8-15) Councilmember Waldeck provided a map showing additional signs for removal. Staff reviewing. (5-15-15) Staff removed an additional 23 signs. Staff to drive roads to verify additional sign removal/modification. (5-29-15) Staff performing site review of signs in the north-east section of Town. (6-12-15) Staff working with the Town crew to remove some additional signs. (7-31-15) For the months of June and July Town staff removed approximately 20 signs. (8-14-15) An additional 5 signs have been removed. As of April 2015 to date approximately 70 signs have been removed.</p>

Last Updated on 8/21/2015

Tasks	Project Name	<u>Latest Status</u>
15	Anacapa/La Cresta Utility Undergrounding	(1-16-15) Council approved agreement. Staff to execute agreement with consultant. (1-23-15) Agreement has been executed. Consultant working on a schedule. (1-28-15) Staff to set up kick off meeting with consultant and neighborhood representative. (2-6-15) Meeting with consultant and neighbors scheduled for 2/9/15. Consultants walked some areas with neighborhood representatives and are now working on developing the district boundary. (3-5-15) Neighborhood group provided update to the entire neighborhood. Staff provided electronic files to consultant for their use. (3-27-15) Consultants preparing drawing showing preliminary trench layout and the proposed substructures to replace the overhead facilities. (4-10-15) Consultant submitted preliminary estimate and trench layout plans. Staff sent to neighborhood representative for review. (4-17-15) Staff to meet with neighborhood representative on 4-24-15 to discuss information received from consultants. (4-24-15) Staff met with neighborhood representative and they requested staff to clarify information from the consultants and also reach out to the previous contractor that did the Purissima undergrounding project to obtain trenching cost. (5-15-15) Per request from neighborhood representative, staff provided rough cost information from previous contractor. Staff trying to get PG&E to review and provide comments on the preliminary trench layout. (5-22-15) Staff in contact with PG&E to schedule a meeting. (6-5-15) Meeting with PG&E and design consultant scheduled for 6/22. (7-10-15) PG&E agreed to provide some input and review comments at the 6/22 meeting. PG&E will begin tapping into the \$5,000 rule 20a allocation that the council approved about a year ago. (7-17-15) Designers working with PG&E staff to clarify comments. (7-23-15) PG&E providing feedback to designers. (7-31-15) Designers scheduled to provide revised map and estimates in the first week of August. (8-14-15) Updated map and estimate has been submitted and provided to neighborhood representative. Staff to set up meeting to discuss. (8-21-15) Meeting scheduled for August 25th.
16	2015 Road Rehabilitation Project	(7-10-15) Staff preparing contract documents for the 2015 Road Rehabilitation Project. (7-17-15) Project has been advertised. Bid opening scheduled for August 5, 2015. Staff plans to present bid results to Council at the August council meeting. (8-14-15) Award of project to be presented at the August council meeting. (8-21-15) Council approved the award of contract. Staff preparing award documents.
17		
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.

Last Updated on 8/21/2015

Tasks	Project Name	Latest Status
20	Open Space Stewardship	<p>(3-20-15) Agreement for year two with Acterra to be presented to council at the April meeting. (3-27-15) Staff working on agreement with Acterra for grant writing to SCVWD. (4-3-15) Agreements for year 2 stewardship and grant writing assistance have been sent to Acterra. (4-10-15) Agreement for grant writing in process of being executed. Staff to present second year stewardship agreement with Acterra at the April meeting for Council consideration. (4-17-15) Acterra waiting for SCVWD call for project to submit request for grants. (4-24-15) Council approved a contract with Acterra for a second year. Agreement being executed. (5-8-15) Staff working with Acterra on mowing schedule. (5-15-15) Mowing was performed at Byrne Preserve in coordination with Acterra and the Town's mowing contractor. (5-29-15) Staff to coordinate another round of mowing in June. (6-5-15) Mowing in Byrne Preserve and O'Keefe scheduled for week of 6-15-15. (6-12-15) Area for mowing at Byrne Preserve has been marked. Town's mowing contractor will be mowing Byrne Preserve and O'Keefe week of 6-15-15. (6-19-15) A section of Byrne Preserve and O'Keefe was mowed for yellow star thistle. Town's mowing contractor to return in two weeks to mow again. (7-10-15) Staff working with Acterra to set up quarterly meeting in July. Mowing of Byrne Preserve and O'Keefe scheduled for week of 7-13-15. (7-17-15) Acterra quarterly meeting scheduled for 7-20-15. (7-23-15) Quarterly meeting was held with Acterra and members of the Open Space Committee (OSC). Acterra submitted a draft grant proposal for comments. Staff forwarded to members of OSC for comment. Grant request due August 10, 2015. (7-31-15) Comments on grant application provided to Acterra. (8-14-15) Staff obtaining final version of grant application. Staff reviewing proposal for grazing consultant to assess Byrne Preserve. (8-21-15) Staff contacting references for proposed grazing consultant.</p>
21		
22	Drainage improvement at O'Keefe Lane and Vista Serena	<p>(4-24-15) Excess underground water is surfacing onto the roadway and negatively impacting the subgrade. CalWater has confirmed that they do not have a leak. Staff is working on getting a subdrain line installed. (5-8-15) Subdrain line has been installed. (5-15-15) Project completed.</p>
23	P-TAP Round 15 grant funds	<p>(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. (11-14-14) Town's pavement management certification has been renewed with MTC. (6-5-15) Staff working with consultant to correct typo in the report. (6-12-15) Staff reviewing modifications from the consultants. (6-19-15) Staff provided comments to consultant. (7-23-15) Consultant working on final revised report.</p>

Last Updated on 8/21/2015

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
24	Town Cupola Restoration	(2-13-15) Restoration work in progress. (2-27-15) Restoration work completed. Cupola to be bolted in place. Staff working with History committee member on a time capsule. (3-5-15) Staff met with contractor to discuss minor items to complete. (3-20-15) Project completed. History committee members working on a time capsule that would be placed inside the cupola. (5-22-15) Council approved the wording for a plaque at the May 21, 2015 Council meeting. (8-14-15) Plaque received. (8-21-15) Staff working on getting a stand to mount the plaque.
25	I-280 Repaving	(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. (11-21-14) Senator Jerry Hill's office is getting involved. (1-9-15) Caltrans district director to meet with Town Mayor and councilmember to discuss project. Assemblyman Rich Gordon's office is involved. (1-16-15) On-line petition being developed. (1-28-15) Caltrans working on project initiation document (PID) for pavement improvement and expects to submit in June as a candidate for funding in the 2016 SHOPP. (4-17-15) Caltrans has some questions regarding the noise measurements provided to them. Staff forwarded responses to Caltrans. (5-29-15) Supervisor Joe Simitian sent letter to Caltrans requesting that they program the I-280 repaving project in the next programming cycle. (7-31-15) Caltrans completed and approved a Project Initiation Document to resurface I-280 from Foothill Boulevard to 0.5 mile north of Sand Hill Road. Project to be submitted for the 2016 SHOPP program to compete for funds. (8-14-15) Per discussion with Caltrans staff, project is approved under the 2016 SHOPP program. Construction should occur around 2018.
26	El Monte Segment 4	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.

Last Updated on 8/21/2015

Tasks	Project Name	Latest Status
27	Barron Creek Drainage Channel Maintenance (26170 W. Fremont Road)	<p>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. (11-21-14) Staff will consider in future budgets based on priority and staffing. (12/12/14) Staff inspected the channel during the rains on 12/11 and the channel has sufficient capacity to prevent overtopping. (3-27-15) Adjacent property owner may be interested in assisting with the project. (4-3-15) Staff in communication with adjacent property owner regarding scope of work for a possible joint project. (4-10-15) Adjacent property owner is interested in a joint project with the Town to improve the aesthetics of the channel work. Staff will proposed funding in the upcoming budget cycle. (4-17-15) Property owner contacting consultants to work on the project. Staff will propose budget in the upcoming budget cycle. (4-24-15) Property owner contacting potential consultants to work on the project. Staff had discussion with consultant to provide additional information. (5-1-15) Staff to discuss project with adjacent property owner's representative week of May 4th. (5-8-15) Staff requesting funds in the budget for this joint project with the adjacent property owner. (6-19-15) Consultant working on proposal for property owner. (7-10-15) Property owner provided proposal to Town for review. Staff reviewing. (7-17-15) Staff to discuss proposal with property owners representative. (7-23-15) Staff discussed agreement comments and consultant proposal with property owners representative. (7-31-15) Property owner working on drafting a formal agreement and a maintenance agreement.</p>
28	VTA TAC Meetings	<p>(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. (1-16-15) MTC reported that the deadline for the housing element certification has been extended to 5/31/2015 and the deadline for circulation element adoption (to meet Complete Street Act of 2008) to 1/31/2016. VTA is also preparing to start the Light Rail Enhancement Program that will analyze a number of light rail projects that focus on increase the speed of the entire system. The rail lines to be studied are in downtown San Jose, connections to the future BART Milpitas Station, and Downtown Mountain View. Caltrans is preparing to launch a Caltrans Encroachment Permit Workshop to assist the local agencies to better understand the permitting process. The tentative date of this workshop is 3/19/2015. (2-6-15) Next VTA TAC meeting scheduled for 2-12-15. (4-17-15) Staff attended the April 9th TAC meeting. VTA staff reminded the committee that local Housing Element needed to be approved by May 31, 2015 to be eligible for grant funds.</p>

Last Updated on 8/21/2015

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
29	2015 Sewer rehabilitation project	<p>(3-20-15) Bids were received from 2 contractors. Award of contract to be presented at the March 30 Council meeting. (4-3-15) Council approved the award of construction contract at the March council meeting. Council requested staff to get input from Town's sewer consultant regarding the bids received and reasonableness of the Town moving forward with the award of the contract to the low bidder. Staff provided information to the Town's sewer consultant for review. (4-10-15) Staff to issue award letter to contractor. (4-17-15) Award letter has been issued. Staff waiting for bonds and insurance. (4-24-15) Staff scheduling preconstruction meeting for week of April 26, 2015. (5-1-15) Pre-construction meeting was held on 4-29-15. Contractor sending notices out to affected residents. (5-8-15) Project underway. Staff working with consultant to review and modify work as needed. (5-15-15) Contractor performing repair work. Staff and consultant are reviewing pre-construction video and adjusting scope of work as required. (5-29-15) Preliminary adjustments to work based on video and site specific location are one less point repair, two additional pipe bursting and one additional pipe reaming. Changes due to unforeseen conditions and additional information will further modify work activities. (6-19-15) Contractor not working in Town due to emergency project in another city. Construction activity will resume end of June. Project is approximately 70% complete. (7-10-15) Contractor continuing work in Town. Staff had contractor perform emergency repair on a collapsed pipe segment on Murietta Lane. (7-17-15) Staff to add two additional segments based on recent video information. (7-23-15) Contractor plans to complete the project in early to mid August. (7-31-15) Three locations remain to be completed. (8-14-15) Contractor completing miscellaneous work and testing activities. Staff to develop punchlist. (8-21-15) Work completed. Paperwork still in progress.</p>
30	ATP Grant	<p>(5-29-15) Staff working with consultant to complete grant application for Fremont Road Safe Route to School phase 2. (6-5-15) Application submitted. (6-19-15) Results should be available in October and November 2015.</p>

Last Updated on 8/21/2015

Tasks	<u>Project Name</u>	<u>Latest Status</u>
31	Gardner Bullis Crosswalk study	<p>(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. (12-19-14) Work is scheduled to be completed by the end of February. (2-13-15) Contractor waiting for material delivery. Foundation work has been completed. (2-27-15) The signs are in transit and expected to arrive mid next week. Staff is working with the contractor to see if they can intercept the delivery earlier in order to install ASAP. (3-5-15) Installation has been completed. Staff and contractor verifying delivered components. Some further adjustments may be needed. (3-20-15) Staff reviewing options to slow students on bicycles down prior to entering the crosswalk. (3-27-15) Signs are operational after replacement of controller. (4-10-15) Staff working on sketch for reconfiguration of the pathway to slow bikes down prior to entering the crosswalk. Staff ordered "Walk Your Bike" signs for the crosswalk. (4-24-15) "Walk Your Bike" signs have arrived, staff to schedule installation. (5-1-15) "Walk Your Bike" signs have been installed. (5-8-15) Staff sent recommendation for a revised school sidewalk layout to school district for consideration. (5-15-15) Staff working on crosswalk sign adjustment for increased visibility. (5-22-15) Staff coordinating further sign adjustment with contractor.</p>
32	2014-2 Road Rehabilitation Project	<p>(8-29-14) Staff working on second road rehabilitation project. Design being done in-house. (11-21-14) Staff reviewing Pavement Management report for roads to be included. Updated pavement manager report includes new public roads previously thought to be private. (12-19-14) Tentative schedule is to advertise the project in February 2015 with construction to begin in April/May. (1-9-15) Staff working on design of project and putting bid package together. (1-16-15) Project to be advertised end of January. (1-28-15) Staff working on an amendment for issuance. (2-6-15) Bid opening scheduled for March 3, 2015. (2-27-15) Item to be presented to Council at their March meeting for award of contract. (3-5-15) Bids were received from 7 contractors. Staff reviewing bids and will present to Council at the March meeting. (3-20-15) Award of contract to be presented at the March 30 Council meeting. (4-3-15) Council approved the award of construction contract at the March council meeting. (4-10-15) Staff waiting for bonds and insurance from contractor. (4-17-15) Staff to set up pre-construction meeting. (4-24-15) Pre-construction meeting scheduled for week of April 26, 2015. (5-1-15) Pre-construction meeting was held on 4-28-15. Work scheduled to begin on May 8th. (5-8-15) Contractors began lowering utility boxes. Pavement grinding to begin week of May 11th. (5-15-15) Contractor scheduled to complete the paving work on 5-15-15. (5-22-15) Paving work completed. (5-29-15) Punchlist being prepared and worked on. (6-19-15) Council accepted the project at the June council meeting. (7-31-15) Staff verifying settlement of damaged private landscaping light prior to release of retention.</p>

Last Updated on 8/21/2015

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
33	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. (11-21-14) Permits have been issued. Construction to begin soon. (3-5-15) Staff coordinating with inspector to begin work on this project. (3-20-15) Construction in progress. (5-1-15) Construction about 90% complete. (5-15-15) Project 95% complete. (5-22-15) Construction work completed. Final restoration and testing needed. (6-5-15) Construction complete. Staff waiting for as-built drawings. (7-17-15) As-builts submitted. Staff reviewing.
34	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. (1-16-15) Staff issued an encroachment permit on 1-15-2015. Construction is tentatively to start in two weeks. (1-23-15) Pre-construction meeting held, project to begin week of January 26th. (1-28-15) Project in construction. (2-27-15) Project substantially complete. (4-3-15) Construction is complete. As-built documents need to be submitted to Town for review and approval. (7-10-15) As-built plans submitted to Town. Staff reviewing.
35	Review of non-residential sewer units	(6-19-15) Sewer consultant to visit Town properties week of 6-22-15. Consultant will visit and meet with all non-residential users to inspect facility and discuss usage. (7-10-15) Consultant coordinating with non-residential facilities to set up appointments to visit and inspect. (7-23-15) Site visits to non-residential facilities in progress.

Los Altos Hills Maintenance June 2015

Task	Monthly Summary	Unit Cost	Quantity	12-Month Cost	Actual Unit Per Month	Cost Per Month	Year to Date Cost	Year to Date Quantity	Quantity Remaining	Remaining Budget
Bid Item No. 1. Pump Station Maintenance	PURISSIMA Station: Both sets of Pump no. 1 and 2 were inspected and all hours and operation were normal. ATS and Generator were tested. Amps and Meg reading on pumps are normal. One June 29, 2015 the well was vacuumed out of grease after an alarm. OKEFFE' Station: Pump no. 1 and 2 were inspected and all hours and operation were normal. Amp and Meg readings were normal. Recommendation: Replace guide rails at OKEFFE' Station. (SEE Tab 1)	\$1,670	12	\$20,040	1	\$1,670.00	\$18,370.00	11	1	\$1,670.00
Bid Item No. 2. Cleaning and Flushing in Right of Way	West Bay cleaned 1,269 feet of pipe within the public right-of-way. Pipeline were cleaned by the CCTV crew. (SEE Tab 2)	\$0.92	93,600	\$86,112	1,269	\$1,167.48	\$82,116.44	89,257	4,343	\$3,995.56
Bid Item No. 3. Cleaning and Flushing in Easements	West Bay cleaned 120 feet of High Frequency pipes in Easements. (See Tab 3) NOTE: The crew cleaned the first 6 month High Frequency list in May but one line segment remained to be cleaned. The line was cleaned on June 2nd. The next 6 month list will be cleaned in November 2015.	\$1.31	31,200	\$40,872	120	\$157.20	\$49,524.55	37,805	(6,605)	(\$8,652.55)
Bid Item No. 4. CCTV Inspection within Right of Way	West Bay completed CCTV inspection of 3,105 feet of pipelines that are accessible through at least one manhole in ROW. Structural and O&M condition ratings and defect codes that use the PACP standard were entered into the CMMS system. Recommendation: Perform 2 Pipe Patch Repairs. Additional lines on Fremont and Weston were CCTVed based on the Cleaning Crew's Follow Up Request to TV Inspect the lines. Line Segment EMH1075 to EMH1076 needs to be added to the Map and Database. (SEE Tab 4)	\$1.40	46,800	\$65,520	3,105 3,326.	\$4,347.00	\$59,277.40	42,341	4,459	\$6,242.60
Bid Item No. 5. CCTV Inspection within Easements	West Bay did not completed any CCTV inspections within easements. Recommendation: None.	\$1.80	12,480	\$22,464	-	\$0.00	\$26,211.60	14,562	(2,082)	(\$3,747.60)
Bid Item No. 6. Response to SSOs with access from Right of Way	West Bay responded to a Category 3 SSO on Stonebrook Drive. Upon arrival the manhole was not overflowing but had spilled over. The SSO was approximate 170 gallons and was cleaned up and returned to the sanitary sewer. The SSO Report was submitted in June to the Town. (See Tab 6 for SSO Report and Follow Up CCTV Inspection and Recommendations)	\$1,200	6	\$7,200	1	\$1,200.00	\$4,800.00	4	2	\$2,400.00
Bid Item No. 7. Response to SSOs with access from Easements only	N/A	\$1,380	6	\$8,280	-	\$0.00	\$2,760.00	2	4	\$5,520.00
Bid Item No. 8. Initial Setup and Database Transfer form CMMS and GIS Systems	West Bay will import the Town's CMMS data into Lucity CMMS software, and will develop at least six data collection forms in collaboration with the Town.	\$5,500	1	\$5,500	-	\$0.00	\$5,500.00	1	-	\$0.00
Bid Item No. 9. GIS Mapping Maintenance and Updates (By the Hour)	Monthly summary that includes the performance indicators, follows the Town SSMP and provided recommendations.	\$125	120	\$15,000	-	\$0.00	\$4,000.00	32	88	\$11,000.00
Bid Item No. 10. Monthly Management Reports	Monthly summary that includes the performance indicators, follows the Town SSMP and provided recommendations.	\$350	12	\$4,200	1	\$350.00	\$3,850.00	11	1	\$350.00
Bid Item No. 11. Sanitary Sewer Overflow Response for Private Laterals	N/A	\$310	6	\$1,860	-	\$0.00	\$310.00	1	5	\$1,550.00
			Total	\$277,048		\$8,891.68	\$256,719.99			\$20,328.01

↑ \$9,201.08
 ↑ should be \$ 253,790.79 base on total payments to-DATE.
 ↑ \$ 23,257.21



Santa Clara County Office of the Sheriff
Weekly Activity Summary
8/10/2015 – 8/16/2015
LOS ALTOS HILLS



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
8/11	L3	Residential Burglary	Between 12:15 PM and 1:05 PM, unknown suspect(s) entered a residence in the 14000 block of Liddicoat Drive by breaking a rear sliding glass door and took assorted jewelry for a total loss of about \$25,000.
8/13	L3	Trespass	At 6:45 AM, an unknown suspect entered the backyard of a residence in the 25000 block of Altamont Road without permission from the victim resident. The suspect is at large.
8/14	L3	Theft by False Pretense	Between 10:30 AM on 8/13 and 8:00 PM on 8/14, the victim had correspondence with the suspect regarding the suspect's on-line sale of concert tickets. The victim money wired \$250 to the suspect but never received the tickets. The suspect is known and at large.

DATE/TIME	BEAT	EVENT NUMBER	TYPE	LOCATION	INFORMATION
			DISTURBANCE		
8/13/2015 18:02	L2	15-225-0423	415E	SUMMERHILL AV @ CASA MIA WY	NO REPORT
			IDENTITY THEFT		
8/14/2015 17:22	L4	15-226-0318	530.5	ZAPPETTINI CT @ ALTAMONT RD	INVESTIGATED
			TRESPASSING		
8/14/2015 14:45	L3	15-226-0235	602	DEZAHARA WY @ TAAFFE RD	INVESTIGATED

PHONE THE OFFICE

8/10/2015 15:30	L3	15-222-0306	1021	ALMADEN CT @ ALTAMONT RD	COMPLETE
8/12/2015 9:10	L1	15-224-0087	1021	52X2	COMPLETE
8/12/2015 9:17	L1	15-224-0090	1021	71L1	COMPLETE
8/12/2015 16:04	L1	15-224-0276	1021	81L1	COMPLETE
8/13/2015 18:11	L1	15-225-0427	1021	DEZAHARA WY @ TAAFFE RD	COMPLETE
8/14/2015 17:10	L1	15-226-0313	1021	81L1	COMPLETE
8/14/2015 17:54	L1	15-226-0340	1021	81L1/GIUSTI	COMPLETE

ALARM CALLS

8/10/2015 8:00	L3	15-222-0102	1033A	VINEDO LN @ RIDGEWOOD LN	FALSE ALARM
8/10/2015 8:51	L5	15-222-0116	1033A	SUNDOWN CANYON WY @ ALBERTSWORTH LN	FALSE ALARM
8/10/2015 10:26	L5	15-222-0163	1033A	SUNDOWN CANYON WY @ ALBERTSWORTH LN	FALSE ALARM
8/10/2015 10:36	L2	15-222-0170	1033A	HILLVIEW RD @ HILLTOP DR	FALSE ALARM
8/11/2015 0:34	L5	15-223-0008	1033A	WINTON WY (D2) @ CAMINO HERMOSO	FALSE ALARM
8/11/2015 9:39	L4	15-223-0110	1033S	RHUS RIDGE RD @ PECK LN	FALSE ALARM
8/11/2015 10:44	L3	15-223-0136	1033A	VINEDO LN @ RIDGEWOOD LN	FALSE ALARM
8/11/2015 11:02	L3	15-223-0147	1033A	VINEDO LN @ RIDGEWOOD LN	FALSE ALARM
8/11/2015 13:39	L3	15-223-0224	1033A	NATOMA RD @ SIMON LN	FALSE ALARM
8/11/2015 15:06	L4	15-223-0251	1033A	ALTAMONT RD @ BLACK MOUNTAIN RD	FALSE ALARM
8/11/2015 15:40	L4	15-223-0269	1033A	MOODY CT @ SHERLOCK RD	FALSE ALARM
8/12/2015 11:36	L1	15-224-0169	1033A	NEW BRIDGE DR @ LA PALOMA RD	FALSE ALARM
8/13/2015 5:11	L4	15-225-0046	1033A	FRANCEMONT DR @ MOODY RD	FALSE ALARM
8/14/2015 12:14	L2	15-226-0168	1033A	DAWNRIDGE DR @ MAGDALENA RD	FALSE ALARM
8/14/2015 14:40	L1	15-226-0232	1033A	LA LANNE CT @ MIRANDA RD	FALSE ALARM
8/15/2015 20:04	L1	15-227-0343	1033A	WILDCREST DR @ WILDFLOWER LN	FALSE ALARM
8/15/2015 20:52	L4	15-227-0363	1033C	ESHNER CT @ ALTAMONT RD	FALSE ALARM
8/16/2015 19:57	L1	15-228-0339	1033A	W FREMONT RD @ LENNOX WY	FALSE ALARM

			ANIMAL COMPLAINT		
8/10/2015 9:49	L4	15-222-0146	1091C	MOODY RD @ FRANCEMONT DR	WILD ANIMAL
			PEDESTRIAN STOPS		
8/13/2015 17:02	L4	15-225-0394	1095	MOODY RD @ BLEDSOE CT	CITATION ISSUED
8/16/2015 16:55	L4	15-228-0282	1095	MOODY RD @ ALTAMONT RD	CITATION ISSUED
			ABANDONED VEHICLE		
8/12/2015 8:35	L1	15-224-0064	1124	OLD PAGE MILL RD @ PAGE MILL RD	VEHICLE MARKED
8/15/2015 10:14	L2	15-227-0112	1124	MIRALOMA WY @ SUMMERHILL AV	VEHICLE MARKED
			SUSPICIOUS VEHICLES		
8/10/2015 8:06	L3	15-222-0103	1154	FOOTHILL LN @ ELENA RD	FIELD INTERVIEW
8/11/2015 21:00	L1	15-223-0422	1154	CATHARINE CT @ DONELSON PL	PRIVATE SECURITY
8/12/2015 17:53	L1	15-224-0329	1154	ASCENSION DR @ ANACAPA DR	NO REPORT
8/13/2015 19:23	L2	15-225-0456	1154	HILLVIEW RD @ MAGDALENA AV	NO REPORT
8/14/2015 2:11	L3	15-226-0031	1154	PAGE MILL RD @ FY 280	NO REPORT
8/14/2015 9:59	L5	15-226-0112	1154	KATE DR @ TERESA WY	NO REPORT
8/14/2015 11:41	L1	15-226-0154	1154	VISCAINO RD @ ANACAPA DR	NO REPORT
8/14/2015 12:07	L3	15-226-0164	1154	CHRISTOPHERS LN @ PAGE MILL RD	VEHICLE MARKED
8/15/2015 22:44	L3	15-227-0406	1154	ROBLEDA RD @ ELENA RD	NO REPORT
			TRAFFIC COLLISIONS		
8/11/2015 10:35	L3	15-223-0133	1182	SADDLE MOUNTAIN DR @ SADDLE CT	WARRANT ARREST

8/11/2015 14:51	L3	15-223-0249	1182	PAGE MILL RD @ OLD PAGE MILL RD	AID TO PALO ALTO PD
-----------------	----	-------------	------	---------------------------------	---------------------

TRAFFIC CONTROL

8/10/2015 9:25	L1	15-222-0135	1184	W FREMONT RD @ FREMONT PINES LN	CITATION ISSUED
8/11/2015 15:59	L4	15-223-0280	1184	MOODY RD @ ALTAMONT RD	CITATION ISSUED

VEHICLE STOPS

8/10/2015 7:58	L2	15-222-0101	1195	S EL MONTE AV @ BAY TREE LN	CITATION ISSUED
8/10/2015 9:28	L1	15-222-0136	1195	W EDITH AV @ 1ST ST	CITATION ISSUED
8/10/2015 9:59	L1	15-222-0147	1195	ESPERANZA DR @ CONCEPCION RD	CITATION ISSUED
8/10/2015 10:21	L1	15-222-0161	1195	W FREMONT RD @ W EDITH AV	CITATION ISSUED
8/10/2015 10:36	L1	15-222-0171	1195	FREMONT PINES LN @ W FREMONT RD	CITATION ISSUED
8/10/2015 13:40	L1	15-222-0259	1195	W FREMONT RD @ MANUELLA RD	CITATION ISSUED
8/10/2015 15:51	L1	15-222-0317	1195	PAGE MILL RD @ HANOVER ST	CITATION ISSUED
8/11/2015 9:40	L1	15-223-0112	1195	DEER CREEK RD @ ARASTRADERO RD	CITATION ISSUED
8/11/2015 17:31	L4	15-223-0321	1195	MURIETTA LN @ MOODY RD	CITATION ISSUED
8/12/2015 16:34	L1	15-224-0295	1195	S SAN ANTONIO RD @ FOOTHILL EX	CITATION ISSUED
8/12/2015 17:04	L1	15-224-0307	1195	W FREMONT RD @ DONELSON PL	CITATION ISSUED
8/12/2015 19:00	L1	15-224-0359	1195	DONELSON PL @ W FREMONT RD	WARNING ISSUED
8/13/2015 6:09	L3	15-225-0059	1195	FY 280 @ PAGE MILL RD	CITATION ISSUED
8/13/2015 16:14	L4	15-225-0361	1195	EL MONTE RD @ ELENA RD	CITATION ISSUED
8/13/2015 16:30	L4	15-225-0372	1195	MOODY RD @ ALTAMONT RD	CITATION ISSUED
8/13/2015 16:46	L4	15-225-0384	1195	TEPA WY @ MOODY RD	CITATION ISSUED
8/13/2015 17:59	L4	15-225-0422	1195	BLED SOE CT @ MOODY RD	CITATION ISSUED
8/16/2015 17:01	L1	15-228-0284	1195	FY 280 @ EL MONTE RD	CITATION ISSUED
8/16/2015 17:09	L4	15-228-0286	1195	MOODY RD @ ALTAMONT RD	CITATION ISSUED
8/16/2015 17:16	L3	15-228-0287	1195	FY 280 @ PAGE MILL RD	WARNING ISSUED
8/16/2015 17:24	L1	15-228-0292	1195	FY 280 @ EL MONTE RD	CITATION ISSUED

8/16/2015 17:44	L3	15-228-0296	1195	ARASTRADERO RD @ TWIN OAKS CT	CITATION ISSUED
8/16/2015 17:59	L3	15-228-0301	1195	TWIN OAKS CT @ ARASTRADERO RD	CITATION ISSUED
8/16/2015 18:11	L3	15-228-0308	1195	ARASTRADERO RD @ TWIN OAKS CT	CITATION ISSUED

**PARKING
VIOLATIONS**

8/12/2015 18:04	L3	15-224-0334	22500	NATOMA RD @ LUCERO LN	WARNING ISSUED
8/13/2015 10:34	L1	15-225-0159	22500	PURISSIMA RD @ CONCEPCION RD	CITATION ISSUED
8/16/2015 11:34	L4	15-228-0146	22500	RHUS RIDGE RD @ MOODY RD	WARNING ISSUED

**MISDEMEANOR
WARRANT**

8/11/2015 1:23	L1	15-223-0020	6M	EL CAMINO REAL @ COLLEGE AV	WARRANT ARREST
8/12/2015 13:48	L1	15-224-0223	6M	FABIAN ST @ E CHARLESTON RD	WARRANT ARREST

**9-1-1 ABANDONED
CALLS**

8/10/2015 17:56	L1	15-222-0369	911CEL	MANUELA AV @ MANUELA CT	INFO TO PALO ALTO PD
8/10/2015 17:58	L1	15-222-0370	911CEL	MANUELA AV @ MANUELA CT	NO REPORT
8/11/2015 19:16	L1	15-223-0369	911CEL	BIRCH HILL WY @ CONCEPCION RD	NO REPORT
8/12/2015 16:56	L3	15-224-0302	911CEL	LUPINE RD @ PAGE MILL RD	NO REPORT
8/13/2015 15:30	L2	15-225-0330	911CEL	HILLTOP DR @ COLINA DR	NO REPORT
8/13/2015 15:51	L2	15-225-0343	911CEL	HILLTOP DR @ COLINA DR	NO REPORT
8/14/2015 16:58	L3	15-226-0301	911CEL	DUVAL WY @ ROBLEDA RD	NO REPORT
8/14/2015 18:10	L5	15-226-0348	911UNK	OAK KNOLL CL @ STONEBROOK DR	NO REPORT
8/16/2015 12:02	L5	15-228-0160	911UNK	TOYONITA RD @ RAVENSBURY AV	NO REPORT
8/16/2015 12:58	L3	15-228-0185	911CEL	DUVAL WY @ ROBLEDA RD	NO REPORT

PUBLIC SAFETY

ASSISTANCE						
8/14/2015 2:55	L1	15-226-0039	AID	FY 280 @ EL MONTE RD		COMPLETE
ATTEMPT TO CONTACT						
8/11/2015 22:13	L3	15-223-0446	ATC	ELENA RD @ VINEDO LN		AID TO HAYWARD
BEAT INFORMATION						
8/14/2015 22:21	L5	15-226-0463	BTINFO	KATE DR @ LAURA CT		INFORMATION GIVEN
INFORMATION ONLY						
8/10/2015 15:40	L1	15-222-0310	INFO	BEATRICE LN @ ROBLEDA RD		INFORMATION GIVEN
8/11/2015 12:31	L1	15-223-0189	INFO	ARASTRADERO RD @ JOHN MARTHENS LN		INFORMATION GIVEN
8/12/2015 8:19	L3	15-224-0057	INFO	BLACK MOUNTAIN RD @ VOGUE CT		INFORMATION GIVEN
8/12/2015 8:26	L2	15-224-0060	INFO	FY 280 @ MAGDALENA RD		INFORMATION GIVEN
8/13/2015 12:42	L3	15-225-0241	INFO	BLACK MOUNTAIN RD @ EDGERTON RD		INFORMATION GIVEN
8/13/2015 15:06	L1	15-225-0321	INFO	ARASTRADERO RD @ HORSESHOE LN		INFORMATION GIVEN
8/14/2015 9:49	L1	15-226-0107	INFO	FREQ 5 RESTRICTED		COMPLETE
8/14/2015 13:24	L1	15-226-0198	INFO	LA PALOMA RD @ W FREMONT RD		INFORMATION GIVEN
8/14/2015 13:38	L1	15-226-0203	INFO	71L1		INFORMATION GIVEN
8/14/2015 21:45	L1	15-226-0445	INFO	LA CRESTA DR @ VISCAINO RD		INFORMATION GIVEN
8/15/2015 8:32	L1	15-227-0078	INFO	MARICH WY @ KAREN WY		INFORMATION GIVEN
8/15/2015 9:45	L4	15-227-0104	INFO	MOODY RD @ MOODY CT		INFORMATION GIVEN
8/16/2015 17:06	L4	15-228-0285	INFO	MOODY RD @ CANYON RD		INFORMATION GIVEN

MUNICIPAL CODE VIOLATION

8/14/2015 19:00	L2	15-226-0371	MUNI	HILLTOP DR @ COLINA DR	NO REPORT
8/15/2015 8:54	L1	15-227-0085	MUNI	ANACAPA DR @ ST FRANCIS DR	NO REPORT

**PATROL CHECK
REQUESTS**

8/13/2015 8:22	L3	15-225-0102	PATCK	LIDDICOAT CL @ YALE CT	COMPLETE
8/13/2015 19:31	L1	15-225-0461	PATCK	CATHARINE CT @ DONELSON PL	COMPLETE
8/15/2015 23:23	L6	15-227-0420	PATCK	W LOYOLA DR @ SUNHILLS DR	COMPLETE

**SPECIAL
ASSIGNEMENTS**

8/10/2015 7:43	L4	15-222-0095	SA	MOODY RD @ ALTAMONT RD	CITATION ISSUED
8/13/2015 15:57	L4	15-225-0346	SA	MOODY RD @ ALTAMONT RD	COMPLETE
8/14/2015 11:09	L1	15-226-0142	SA	PAGE MILL RD @ HY 35	COMPLETE
8/16/2015 16:07	L4	15-228-0260	SA	MOODY RD @ ALTAMONT RD	COMPLETE

**SUSPICIOUS
CIRCUMSTANCES**

8/13/2015 9:57	L3	15-225-0140	SUSCIR	LUPINE RD @ PAGE MILL RD	AID TO PALO ALTO PD
8/13/2015 18:52	L6	15-225-0446	SUSCIR	W LOYOLA DR @ ROLLY RD	NO REPORT
8/15/2015 23:32	L3	15-227-0423	SUSCIR	DAWN LN @ ELENA RD	NO REPORT

**SERVICE/AID
REQUEST**

8/10/2015 17:41	L1	15-222-0360	SVC	NEW BRIDGE DR @ LA PALOMA RD	INFO TO FIRE
-----------------	----	-------------	-----	------------------------------	--------------

**TRAFFIC
SITUATION**

8/16/2015 18:21	L3	15-228-0311	TRAFFIC	PAGE MILL RD @ FY 280	NO REPORT
-----------------	----	-------------	---------	-----------------------	-----------

From: Kingman, Yvonne ykingman@calwater.com 
Subject: RE: Boil Water Advisory
Date: August 14, 2015 at 8:19 AM
To: marshahovey@mac.com
Cc: [Simon, Gerald](mailto:gsimon@calwater.com), gsimon@calwater.com, [Schmidt, Melinda](mailto:Mschmidt@calwater.com), Mschmidt@calwater.com



Hi Marsha,

Thanks for reaching out to us. I've provided answers to your questions below. If you'd like to discuss further, feel free to contact me anytime.

Yvonne Kingman, APR

Corporate Communications Manager

CALIFORNIA WATER SERVICE

310-257-1434



Quality. Service. Value.

calwater.com

Begin forwarded message:

From: Marsha Hovey <marshahovey@mac.com>
Date: July 27, 2015 at 7:16:48 PM PDT
To: "Ray, Melinda" <mray@calwater.com>, <gsimon@calwater.com>
Subject: Boil Water Advisory

Hi. I know you are busy right now so please wait until you've completed your contamination event before responding...

I got an email from the Los Altos Hills Community Emergency Response Team (CERT) Coordinator, forwarded from County Fire, stating that Cal Water issued a Boil Water Advisory today.

Now I am sitting in a CERT training meeting and they are discussing the communication that took place, during the day today, among Los Altos Hills residents who live off El Monte. They felt that the information about affected homes wasn't clear enough.

I'm always trying to learn from every event so that I am better the next time. I have a few questions.

Were any of the residents affected in Los Altos Hills or all in Los Altos? [A portion of the customers affected included Los Altos Hills residents.](#)

I didn't get contacted by the Town so I'm wondering if you contacted them with any information? [Yes, we contacted Santa Clara County communications on Sunday, the 26th. County Communications helped us get in contact with the Town of Los Altos Hills.](#) Just to make sure that public information was consistent?

Was a map created showing the contaminated area? Yes, while the advisory was covering a large area (both during 7/26 notification and then 7/28 reduced area notification), we generated maps that were posted on our web site. The maps were posted so that users could click on them to enlarge them and view streets better. Was there an address list? Internally, we had an address list, so that we could ensure everyone was notified door-to-door. We did find issues in our completion of door-to-door notification, which we have worked to address and ensure a repeat situation does not occur.

Did you use the CalWater notification system to contact affected residents? Yes, this is a supplemental notification system to the required written notification. We launched phone calls to 576 of the 853 customers affected. We will be working to improve and update the customer data we have on file. I heard you went door to door as well? Door-to-door written notification is required by the state Division of Drinking Water. After producing the documents, we started notifying customers in the field late afternoon. This effort took far longer than we had anticipated, which we recognize contributed to customer confusion.

If this event happened in Los Altos Hills, what would the coordination look like for Public Information? Would you want to use CERT people to help with door to door notifications?

We had a lot of lessons learned very quickly during this initial notification, including resources needed to conduct notification and timing of notification tactics, among others. We implemented these lessons learned in all follow-up notifications to customers. In follow-up communications, and should a situation like this happen in Los Altos Hills, we posted information on our web site first, then referenced that information in automated phone notices so that customers could immediately view the detailed information if they did not want to wait for the door-to-door notification. We will also bring in additional employees from neighboring districts to assist with door-to-door notification when needed to expedite the process, and work to ensure all other partners (city, county, media) are notified of updates in a timely manner.

Thank you for offering the availability of CERT personnel. It is great to know that we could have that resource available as well. Could we include the Los Altos Hills CERT group contact information in our Emergency Response Plan? If that works for you, would you be able to let me know what phone, email, and contact name (if any) would be best to use? Thank you!

Feel free to call me if it's easier than answering these questions via email.

Thanks.

Marsha Hovey
Consulting Emergency Manager
Los Altos Hills
408-722-1210

Westwind Community Barn Monthly Report August 2015

Horse Summary

Occupancy	Barn	Paddock	Pasture	Total Boarding	Total inc 4-H and School horses
January	16	6	14	36	$36+7+13 = 56$
February	15	5 2 in shared	15	37	$37+13+7 = 57$
March	11	4 4 in shared	15	34	$34+13+7 = 54$
April	17	4 4 in shared	14	39	$39+14+7 = 60$
May	16	5 4 in shared	15	40	$40+15+7=62$
June	15	5 4 in shared	15(16)	40	$40+14+7=62$
July	16 (15)	5 4 in shared	14 (15)	39	$39 + 14 + 7 = 61$
August	15	5 4 in shared	14 (15)	39	$39+14+7=61$
September					
October					
November					
December					

New/ lost Boarders

Lost/Leaving

Stall

**New
Stall**

Paddock

Pasture

Barbara Gretler's horse Ella left due to injury
Michelle Santos brought horse Honey

Current Trainers

Heather Franco
Sharon Wormhoudt
Marion Briggs
Jenny Whitworth
Kelly Pugh

Leaving Trainers –

Activities –this month

ABOL rodent control
Order panels and shelters for lower school horse pens, Install

Activities planned for next month

Work on capital budget for 15-16 – master plan

Issues-

Disputes-

Injuries-

Heathers mom slipped on hill and broke ankle

Repairs made –

Capital Repairs –

Things to discuss:

Ordered:

2 20 foot panels

2 12 foot panels with gates

6 12 foot panels

1 16 foot panel

2 12' x 24 ' shelters at 650 each = 1300

Owned by VDE total cost – 2787.48

VDE also brought with business to WWB

2 24' panels

2 12' panels

Raising Board

WRI sent rate increase

All boarders sent 30 days notice without issue. Board will be raised sept 1

Stall – 745 change to 755

Paddock – 675 change to 695

Pasture – 375 change to 385

Trailer parking from 75 change to 85

Victoria Dye Equestrian, LLC
Profit & Loss - Current Month and YTD
July 2015

	Boarding		School		TOTAL	
	Jul 15	Jan - Jul 15	Jul 15	Jan - Jul 15	Jul 15	Jan - Jul 15
Ordinary Income/Expense						
Income						
Camps - Town Sold			25,878.75	32,274.20	25,878.75	32,274.20
Consulting Fees				90.00		90.00
Promotional Products				893.00		893.00
Reimbursements						
Bedding Reimbursement		117.00				117.00
Feed Reimbursements	730.00	5,866.50			730.00	5,866.50
Reimbursed Expenses			1,419.80	5,987.99	1,419.80	5,987.99
Show Reimbursement			220.00	1,143.00	220.00	1,143.00
Town Water Reimbursements	374.66	1,262.26			374.66	1,262.26
Total Reimbursements	1,104.66	7,245.76	1,639.80	7,130.99	2,744.46	14,376.75
Services						
Boarding	25,943.50	175,558.36			25,943.50	175,558.36
Lessons			14,375.00	119,470.00	14,375.00	119,470.00
Total Services	25,943.50	175,558.36	14,375.00	119,470.00	40,318.50	295,028.36
Subsidy	3,000.00	21,000.00			3,000.00	21,000.00
Total Income	30,048.16	203,804.12	41,893.55	159,858.19	71,941.71	363,662.31
Gross Profit	30,048.16	203,804.12	41,893.55	159,858.19	71,941.71	363,662.31
Expense						
Advertising and Promotion			298.58	2,226.44	298.58	2,226.44
Automobile Expense						
Insurance	259.85	1,740.43			259.85	1,740.43
Total Automobile Expense	259.85	1,740.43			259.85	1,740.43
Bank Service Charges				11.53		-0.47
Bedding		5,724.00		117.00		5,841.00
Boarding Expense			1,525.00	9,220.00	1,525.00	9,220.00
Camp Expenses			1,130.01	2,158.91	1,130.01	2,158.91
Commissions						
Town of Los Altos			3,375.00	27,500.00	3,375.00	27,500.00
Total Commissions			3,375.00	27,500.00	3,375.00	27,500.00
Contributions				250.00		250.00
Dues and Subscriptions		72.00				72.00
Equipment Under \$500		115.00				115.00
Feed, Grain and Hay	21,072.00	53,742.25	1,395.47	8,322.45	22,467.47	62,064.70
Insurance						
Equine Insurance		2,190.00		2,806.00		4,996.00
Umbrella Policy		2,462.00				2,462.00
Total Insurance		4,652.00		2,806.00		7,458.00
IPN Fees		41.50				41.50
Merchant deposit fees	73.85	73.85			73.85	73.85
Office Supplies	72.82	412.31		212.78	72.82	625.09
Offsite School Horse Boarding				1,620.00		1,620.00
Outside Services		609.00	175.00	3,280.00	175.00	3,889.00
Payroll Expenses						
Health Insurance	413.60	2,987.50			413.60	2,987.50
Officer Salary	4,000.00	28,000.00			4,000.00	28,000.00
Processing Fee	5.60	41.60	5.60	32.00	11.20	73.60
Taxes	927.40	7,488.00	503.07	2,081.56	1,430.47	9,569.56
Wages	7,737.00	56,467.00	5,649.00	22,339.00	13,386.00	78,806.00
Work Comp	1,307.14	14,772.93	560.19	6,331.16	1,867.33	21,104.09
Total Payroll Expenses	14,390.74	109,757.03	6,717.86	30,783.72	21,108.60	140,540.75
Pest Control	157.50	1,317.50			157.50	1,317.50
Postage and Delivery		76.29		2.78		79.07
Professional Development				250.00		250.00
Professional Fees						
Accounting	940.00	7,185.00		605.00	940.00	7,790.00
Total Professional Fees	940.00	7,185.00		605.00	940.00	7,790.00
Rent		204.00				204.00
Repairs						
Equipment Repairs				615.00		615.00
Facility Repairs		5,002.29				5,002.29
Total Repairs		5,002.29		615.00		5,617.29
Shoeing			1,085.00	6,375.00	1,085.00	6,375.00
Supplies	651.63	3,053.06	1,945.78	8,855.97	2,597.41	11,909.03
Taxes						
State		1,300.00		1,300.00		2,600.00
Total Taxes		1,300.00		1,300.00		2,600.00
Telephone & Communications	221.94	1,656.73	68.12	527.96	290.06	2,184.69
Tractor Expense						
Fuel		959.23				959.23
Rental	50.00	350.00			50.00	350.00
Repairs & Maintenance	297.00	733.40			297.00	733.40
Total Tractor Expense	347.00	2,042.63			347.00	2,042.63
Travel & Ent						
Meals		100.46		508.62		609.08
Total Travel & Ent		100.46		508.62		609.08
Utilities						
Gas and Electric and Propane	10.18	347.93			10.18	347.93
Water	749.32	3,042.28			749.32	3,042.28
Total Utilities	759.50	3,390.21			759.50	3,390.21
Vet			2,387.55	12,869.28	2,387.55	12,869.28
Total Expense	38,946.83	202,255.54	20,103.37	120,418.44	59,050.20	322,673.98
Net Ordinary Income	-8,898.67	1,548.58	21,790.18	39,439.75	12,891.51	40,988.33
Other Income/Expense						
Other Expense						
Gain (loss) on sale of horses				-500.00		-500.00
Total Other Expense				-500.00		-500.00
Net Other Income				500.00		500.00
Net Income	<u>-8,898.67</u>	<u>1,548.58</u>	<u>21,790.18</u>	<u>39,939.75</u>	<u>12,891.51</u>	<u>41,488.33</u>



Exhibit A

repair of damaged hardscape beyond our control, and other unknown items not shown on client-submitted, as-built drawings.

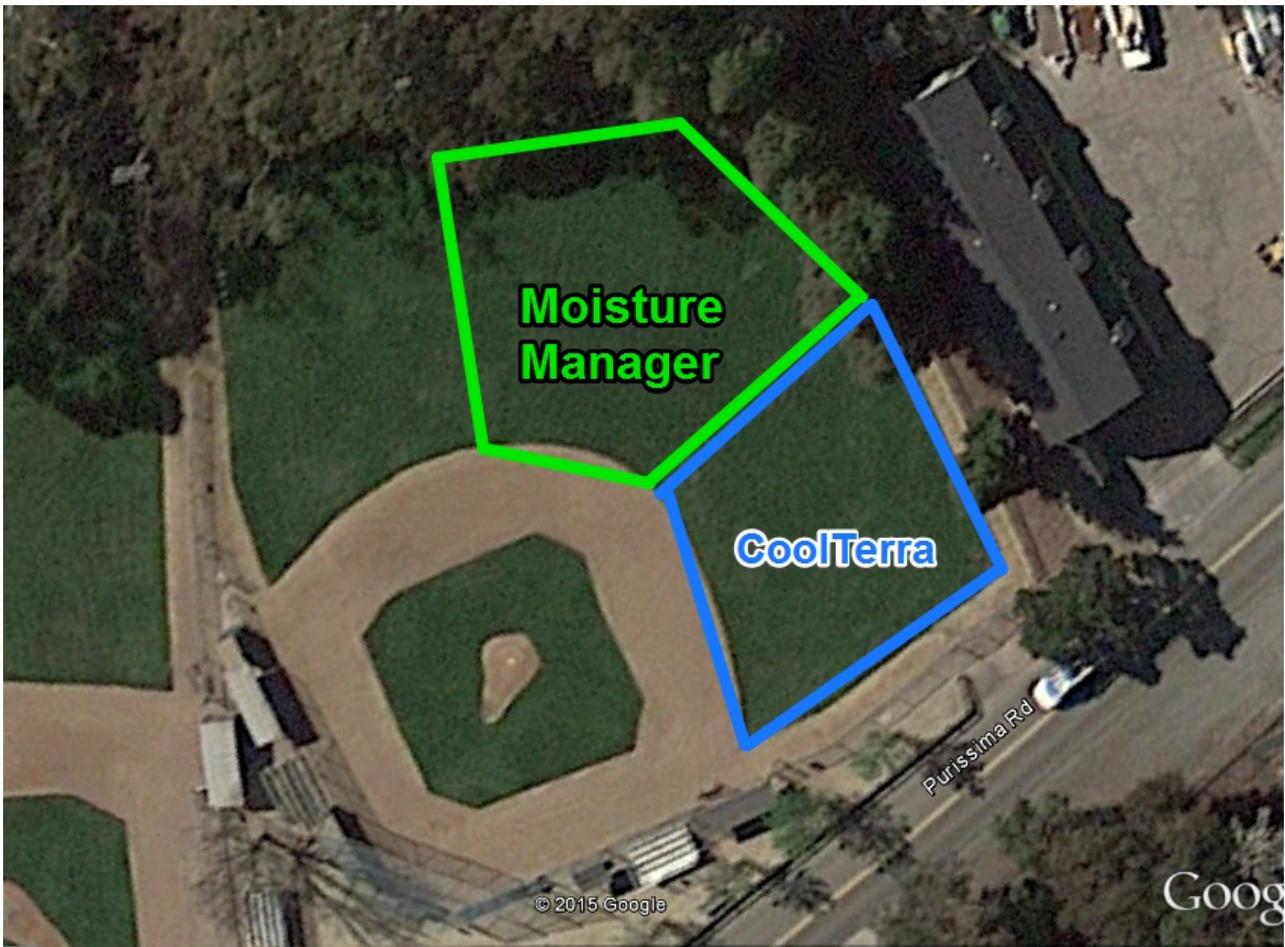
Thank you again for the opportunity to present our proposal to you. Please contact me directly on my cellular phone (408-477-0016) with any questions or concerns. If you would like to proceed with this scope of work, please sign and return this proposal by fax or e-mail.

Sincerely,

Brandon Young
Account Manager

Signature of Approval

Date



Jensen Landscape Services, Inc. License #537854

1983 Concourse Drive San Jose, California 95131 ph 408.446.4555 fx 408.446.4881 www.jensencorp.com

THE TOWN OF LOS ALTOS HILLS
FALL-WINTER 2015-16

ACTIVITY GUIDE



LOS ALTOS HILLS



CALIFORNIA

AVAILABLE NOW

To receive a copy visit
www.losaltoshills.ca.gov
and opt in under
the recreation tab or call
650-947-2518

