



## Town Manager's Report for February 17-21, 2020

Items to report on from this week include the following:

### Public Works Engineering and Maintenance:

- Survey was completed for the Redwood Grove pathway and the surveyor has provided staff with the CAD files for design. Staff will prepare the pathway layout for submittal to the City of Los Altos.
- Staff has engaged with a surveyor for the Altamont Plunge pathway. Survey work will be completed on February 21, 2020.
- Staff has received two (2) quotes for survey services for La Paloma to Robleda pathway and will be receiving a third quote by February 21, 2020. An agreement will be prepared with a tentative start date of March 2, 2020.
- Staff is continuing construction site inspections in compliance with the Town's Stormwater Permit.
- Staff and Town Consultant have requested a status update from the SFRWQCB regarding the Instream Maintenance Permit.
- Staff met with the City of Palo Alto and the Valley Water District regarding the Water Reuse and Regional Salt Removal Facility. A follow-up meeting has been scheduled for late April regarding an amendment to the existing agreement.
- Staff has received and is currently reviewing the December and January Sewer Progress Reports.

Public Works maintenance staff worked on preparing the Town ballfields for opening day

### Planning/ Building:

#### Past Week Meeting Summary

#### **February 18, 2020 – Site Development and Fast Track Meeting**

- 25600 Burke Lane – The Site Development Permit for a new pool and associated hardscape improvements was approved with standards conditions. There was one neighbor who spoke, raising concerns about grading, noise and exterior lighting.

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#### **February 20, 2020 – City Council Meeting**

- 12831 Viscaino Road – The request for a time extension for a previously approved site development and setback variance was approved. There was no public comment.
- 12345 El Monte Road – The renewal of a conditional use permit (CUP) for an existing wireless facility was approved. There was not any public comment.

#### Upcoming Meetings

#### **February 25, 2020 – Site Development and Fast Track Meeting**

- 23691 Camino Hermosa – Fast Track Site Development Permit for a new two-story house with an attached garage, a basement and an accessory dwelling unit.

### Public Safety:

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

## **Administrative Services:**

Received the second Draft of the User Fee Study. Staff is reviewing and will send to the FIC before the March 2 committee meeting.

Staff formed an Employee Retention Team to find ways to enhance the work environment and maintain current staffing levels.

The Finance team presented the base budget to the Management Team at the Budget Retreat on February 19.

The OPEB Trust is fully funded and the Town has started to request reimbursements from the Trust account.

## **Parks and Recreation:**

[Ski Week Riding Camp](#) was completed this week at Westwind Community Barn with a full roster.

On Tuesday, February 18<sup>th</sup>, staff attended a **CivicRec Recreation Software** Activity Training webinar. The timeline for transition to the new software remains Fall 2020.

**Voting Center** Council Chambers Reservation began on Friday, February 21<sup>st</sup> and will run the March 4<sup>th</sup>. A number of regularly scheduled Parks and Recreation programs have been rescheduled/relocated.

The **Spring/Summer Activity Guide** is available online, [Interactive Guide](#) and [PDF](#). The Guide is currently at the printer and should be mailed to residents by the end of the month. Staff transitioned to a 30% post-consumer content paper. Browse through the interactive guide to find Community Events, Resources, and Recreation classes.

## **Upcoming Activities:**

**Kundalini Yoga** will begin a new session on Saturday, February 29<sup>th</sup> at 8:30 am in the Parks and Recreation Building at 8:30 am.

**Recyclables Processing Tour** will be held on Friday, March 6<sup>th</sup> at 11:00 am at GreenWaste Education Center.

A **Full Moon Night Hike** will be held on Monday, March 9<sup>th</sup> at 8:30 pm beginning at Westwind Community Barn.

Los Altos Hills Youth Commission's [Leadership Conference](#) will be offered on Sunday, March 8<sup>th</sup> beginning at 10:00 am in the Council Chambers.

**Let's Talk Water** will be offered on Thursday, March 26<sup>th</sup> at 10:00 am in the Council Chambers. RSVP at [losaltoshills.ca.gov/watertalk](https://losaltoshills.ca.gov/watertalk).

**Come Experience Sound Bath – Free Community Demo** will be offered on Friday, March 20<sup>th</sup> at 6:00 pm

**The Studio Experience – Special Invitation to Los Altos Hills Residents** will be offered on Friday, March 20<sup>th</sup> at 7:00 pm.

**Senior Spring Fling** will be held on Friday, April 3<sup>rd</sup> 6:30-8:30 pm at the Garden House. Purchase your tickets ahead of time!

**Hoppin' Hounds Biscuit Hunt** will be held on Saturday, April 11<sup>th</sup> at 9:00 am. All proceeds to go Pets in Need. This is an on-leash hunt.

**Earth Day Celebration** will be happening on Sunday, April 19<sup>th</sup> from 1:00-4:00 pm. Staff sent a request to all exhibitors. If you know anyone interested in attending, please encourage them to fill out the following [form](#).

Thank you.

Carl



**Santa Clara County Office of the Sheriff**  
**Weekly Activity Summary**  
**2/10/2020 – 2/16/2020**  
**LOS ALTOS HILLS**



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
2/10	L3	Residential Burglary	Between 10:00 AM on 2/3 and 10:00 AM on 2/10, unknown suspect(s) entered a residence in the 13000 block of Wright Way by removing a wooden dowel from a rear, sliding glass door. The house was searched, but it is unknown if anything was taken.
2/14	L3	Theft by False Pretenses	Between 12:30 PM on 2/11 and 8:20 AM on 2/14, unknown suspect(s) telephoned the victim claiming to be an attorney representing the victim's grandson and stated the victim's grandson was in jail and in need of bail money. In three separate mailings, the victim sent money to the suspect(s), but the third mail parcel containing about \$16,740 in cash was intercepted by the mail courier due to suspicious circumstances. The victim, who lives in Los Altos Hills, lost a total of about \$17,485.
2/14	L1	Residential Burglary	Between 3:00 PM on 2/11 and 4:05 PM on 2/14, unknown suspect(s) entered a vacant residence in the 14000 block of Wild Plum Lane by breaking a window. The house was searched, but nothing was taken.
2/14	L1	Residential Burglary	Between 7:31 PM and 7:49 PM, unknown suspect(s) entered a residence in the 13000 block of La Cresta Drive by breaking a rear, sliding glass door, but quickly fled the scene without taking anything upon realizing a victim resident was home at the time.
2/16	L1	Vandalism	At 8:25 PM, an unknown suspect broke a window of a vehicle parked in the driveway of a residence in the 26000 block of Weston Drive. The total amount of damage was about \$1,000.

DATE/TIME	BEAT	EVENT	PRIORITY LEVEL	RESPONSE TIME	TYPE	LOCATION	INFORMATION
<b>DISTURBANCE</b>							
2/12/2020 20:47	L1	20-043-0445	2	7m 42s	415	LA RENA LN @ DIANNE DR	INVESTIGATED
<b>BURGLARIES</b>							
2/14/2020 13:25	L3	20-045-0245	3	18m 13s	459	WRIGHT WY @ ELENA RD	INVESTIGATED
2/14/2020 19:49	L1	20-045-0404	2	9m 24s	459	LA CRESTA DR @ NINA PL	INVESTIGATED
2/14/2020 16:05	L1	20-045-0312	3	1m 46s	459RES	WILD PLUM LN @ MIRANDA RD	INVESTIGATED
<b>VANDALISM</b>							
2/16/2020 20:11	L1	20-047-0303	3	6m 29s	594	WESTON DR @ FREMONT RD	INVESTIGATED
<b>THEFT</b>							
2/14/2020 8:20	L3	20-045-0100	3	51m 32s	532.A	PASEO DEL ROBLE CT @ PASEO DEL ROBLE	INVESTIGATED
<b>OBSCENE/HARASSING PHONE CALLS</b>							
2/13/2020 2:22	L5	20-044-0033			653M	REBECCA LN @ DAWSON DR	INVESTIGATED
<b>PHONE THE OFFICE</b>							
2/12/2020 16:19	L5	20-043-0344			1021	8W10	COMPLETE
2/13/2020 9:11	L1	20-044-0138			1021	71L1	COMPLETE
2/13/2020 13:48	L1	20-044-0307			1021	71L1	COMPLETE
2/16/2020 13:22	L1	20-047-0160			1021	71L1	COMPLETE
<b>MEET THE CITIZEN</b>							
2/13/2020 17:10	L5	20-044-0419	3	52m 28s	1062	JESSICA LN @ DAWSON DR	COMPLETE
<b>SUSPICIOUS PERSON</b>							
2/14/2020 8:36	L1	20-045-0109	3	13m 50s	1066	FREMONT RD @ WESTON DR	INVESTIGATED

**SUSPICIOUS VEHICLES**

2/11/2020 21:59	L3	20-042-0392			1154	PAGE MILL RD @ ARASTRADERO RD	INVESTIGATED
2/12/2020 19:46	L3	20-043-0429	3	10m 57s	1154	MATADERO CREEK LN @ PAGE MILL RD	INVESTIGATED
2/12/2020 21:04	L3	20-043-0449	3	6m 20s	1154	DEZAHARA WY @ TAAFFE RD	INVESTIGATED
2/13/2020 13:03	L5	20-044-0283	3	6m 24s	1154	TERESA WY @ KATE DR	INVESTIGATED
2/13/2020 16:04	L1	20-044-0383			1154	BURKE RD @ DARLING LN	CITATION ISSUED
2/16/2020 21:29	L3	20-047-0337			1154	ELENA RD @ TAAFFE RD	INVESTIGATED

**TRAFFIC COLLISION**

2/15/2020 14:56	L4	20-046-0219	2	9m 46s	1180	DEER SPRINGS WY @ BYRNE PARK LN	INVESTIGATED
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**VEHICLE STOPS**

2/10/2020 13:12	L2	20-041-0206			1195	I-280 @ MAGDALENA RD	CITATION ISSUED
2/10/2020 20:47	L1	20-041-0400			1195	ARASTRADERO RD @ PURISSIMA RD	CITATION ISSUED
2/11/2020 6:20	L1	20-042-0030			1195	I-280 @ EL MONTE RD	WARNING ISSUED
2/11/2020 9:04	L1	20-042-0073			1195	ROBB RD @ MANUELA AV	CITATION ISSUED
2/11/2020 9:16	L2	20-042-0077			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/11/2020 9:26	L2	20-042-0082			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/11/2020 11:54	L2	20-042-0158			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/11/2020 12:52	L2	20-042-0190			1195	S EL MONTE AV @ SUMMERHILL AV	WARNING ISSUED
2/11/2020 12:59	L2	20-042-0196			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/11/2020 13:01	L1	20-042-0198			1195	I-280 @ EL MONTE RD	CITATION ISSUED
2/11/2020 13:14	L2	20-042-0202			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/11/2020 20:44	L2	20-042-0369			1195	I-280 @ MAGDALENA RD	CITATION ISSUED
2/11/2020 22:28	L3	20-042-0403			1195	I-280 @ PAGE MILL RD	WARNING ISSUED
2/12/2020 8:59	L2	20-043-0097			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/12/2020 9:33	L2	20-043-0115			1195	EL MONTE RD @ SUMMERHILL AV	CITATION ISSUED
2/12/2020 10:36	L2	20-043-0153			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/12/2020 10:59	L2	20-043-0168			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/12/2020 11:16	L2	20-043-0178			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/12/2020 11:30	L3	20-043-0184			1195	PAGE MILL RD @ I-280	CITATION ISSUED

2/12/2020 12:02	L3	20-043-0206	1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
2/12/2020 12:36	L1	20-043-0228	1195	I-280 @ EL MONTE RD	CITATION ISSUED
2/12/2020 15:38	L2	20-043-0325	1195	MAGDALENA RD @ I-280	WARNING ISSUED
2/13/2020 0:01	L1	20-044-0001	1195	FREMONT RD @ LA PALOMA RD	WARNING ISSUED
2/13/2020 1:29	L1	20-044-0024	1195	EL MONTE RD @ I-280	CITATION ISSUED
2/13/2020 9:37	L2	20-044-0151	1195	EL MONTE RD @ SUMMERHILL AV	CITATION ISSUED
2/13/2020 10:03	L2	20-044-0162	1195	S EL MONTE AV @ SUMMERHILL AV	WARNING ISSUED
2/13/2020 10:11	L2	20-044-0170	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/13/2020 11:20	L1	20-044-0210	1195	EL MONTE RD @ I-280	CITATION ISSUED
2/13/2020 11:45	L2	20-044-0225	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/13/2020 11:59	L2	20-044-0235	1195	SUMMERHILL AV @ S EL MONTE AV	CITATION ISSUED
2/13/2020 12:17	L2	20-044-0248	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/13/2020 13:39	L2	20-044-0304	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/13/2020 13:54	L2	20-044-0311	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
2/13/2020 16:41	L1	20-044-0406	1195	FREMONT RD @ CAMPO VISTA LN	WARNING ISSUED
2/13/2020 17:11	L3	20-044-0420	1195	LUPINE RD @ PAGE MILL RD	WARNING ISSUED
2/13/2020 21:23	L3	20-044-0524	1195	PAGE MILL RD @ I-280	WARNING ISSUED
2/14/2020 18:36	L3	20-045-0381	1195	ELENA RD @ ROBLEDA RD	WARNING ISSUED
2/14/2020 18:53	L5	20-045-0390	1195	EL MONTE RD @ STONEBROOK DR	CITATION ISSUED
2/14/2020 20:32	L1	20-045-0425	1195	I-280 @ EL MONTE RD	WARNING ISSUED
2/14/2020 20:59	L5	20-045-0443	1195	EL MONTE RD @ STONEBROOK DR	WARNING ISSUED
2/15/2020 23:19	L2	20-046-0395	1195	S EL MONTE AV @ BAY TREE LN	WARNING ISSUED
2/15/2020 23:38	L1	20-046-0401	1195	I-280 @ EL MONTE RD	WARNING ISSUED
2/16/2020 13:59	L3	20-047-0177	1195	ARASTRADERO RD @ PAGE MILL RD	WARNING ISSUED

**PARKING VIOLATION**

2/13/2020 16:16	L1	20-044-0387	22500	ORCHARD HILL LN @ ROBLEDA RD	INVESTIGATED
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**RECKLESS DRIVING**

2/10/2020 15:59	L1	20-041-0281	23103	PURISSIMA RD @ ELENA RD	INVESTIGATED
2/16/2020 6:18	L1	20-047-0049	23103	I-280 @ EL MONTE RD	INVESTIGATED

**ALARM CALLS**

2/10/2020 8:04	L1	20-041-0081	2	23m 30s	1033A	PURISSIMA RD @ ROBLEDA RD	FALSE ALARM
2/10/2020 9:30	L1	20-041-0115			1033A	ALTA TIERRA RD @ ROBLEDA RD	CANCELLED
2/10/2020 10:07	L3	20-041-0127	2	11m 12s	1033A	S FORK LN @ THREE FORKS LN	FALSE ALARM
2/10/2020 18:20	L5	20-041-0344	2	19m 47s	1033A	MAGDALENA RD @ BLANDOR WY	FALSE ALARM
2/12/2020 14:31	L1	20-043-0290			1033A	EUCALYPTUS LN @ MANUELLA RD	CANCELLED
2/14/2020 18:47	L1	20-045-0386			1033A	ORCHARD HILL LN @ ROBLEDA RD	CANCELLED
2/15/2020 10:44	L3	20-046-0125	2	15m 10s	1033A	TAAFFE RD @ DEZAHARA WY	FALSE ALARM
2/15/2020 15:28	L1	20-046-0231			1033A	CANARIO WY @ VISCAINO RD	CANCELLED
2/15/2020 16:02	L1	20-046-0242			1033A	MIRANDA RD @ ESTACADA DR	CANCELLED
2/15/2020 20:20	L1	20-046-0330	2	13m 44s	1033A	LA PALOMA RD @ ALTA TIERRA RD	FALSE ALARM
2/16/2020 11:58	L4	20-047-0137	2	12m 26s	1033A	ALTAMONT RD @ MOODY RD	FALSE ALARM
2/16/2020 20:36	L3	20-047-0309	2	12m 25s	1033A	ALMADEN CT @ ALTAMONT RD	FALSE ALARM
2/12/2020 0:34	L3	20-043-0006	2	8m 14s	1033C	EL MONTE RD @ STONEBROOK DR	FALSE ALARM

**9-1-1****ABANDONED CALLS**

2/11/2020 21:18	L1	20-042-0379	2	9m 48s	911CEL	SHADY OAKS CT @ FREMONT RD	INVESTIGATED
2/16/2020 10:45	L1	20-047-0111			911CEL	RHODA DR @ PURISSIMA RD	INVESTIGATED

**INFORMATION ONLY**

2/10/2020 2:55	L1	20-041-0030			INFO	FREMONT RD @ CONCEPCION RD	INFORMATION GIVEN
2/10/2020 7:48	L2	20-041-0078			INFO	HILLTOP DR @ BARLEY HILL RD	INFORMATION GIVEN
2/12/2020 17:02	L5	20-043-0368			INFO	MAGDALENA RD @ JABIL LN	INFORMATION GIVEN
2/13/2020 22:42	L3	20-044-0540			INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
2/13/2020 22:42	L3	20-044-0541			INFO	TAAFFE RD @ VISTA DEL VALLE CT	INFORMATION GIVEN
2/16/2020 8:07	L3	20-047-0056			INFO	LIDDICOAT DR @ RADCLIFFE LN	INFORMATION GIVEN
2/16/2020 14:40	L5	20-047-0193			INFO	ALBERTSWORTH LN @ SUNDOWN CANYON WY	INFORMATION GIVEN

**PATROL CHECKS**

2/14/2020 1:56	L1	20-045-0028			PATCHK	PURISSIMA RD @ CONCEPCION RD	COMPLETE
2/14/2020 3:11	L3	20-045-0040			PATCHK	PAGE MILL RD @ ARASTRADERO RD	CITATION ISSUED

2/12/2020 16:22	L3	20-043-0346			PATCK	MATADERO CREEK CT @ MATADERO CREEK LN	COMPLETE
2/12/2020 23:56	L1	20-043-0485			PATCK	FREMONT RD @ CONCEPCION RD	COMPLETE
2/13/2020 0:40	L4	20-044-0012			PATCK	BUENA VISTA DR @ MOODY RD	COMPLETE
2/13/2020 2:47	L3	20-044-0037			PATCK	PAGE MILL RD @ ARASTRADERO RD	CITATION ISSUED
2/14/2020 1:38	L1	20-045-0025			PATCK	ORCHARD HILL LN @ ROBLEDA RD	CITATION ISSUED
2/14/2020 10:24	L1	20-045-0163			PATCK	FREMONT RD @ CONCEPCION RD	COMPLETE
2/14/2020 20:36	L3	20-045-0429			PATCK	SADDLE MOUNTAIN DR @ SADDLE CT	COMPLETE
2/15/2020 4:23	L3	20-046-0042			PATCK	SADDLE CT @ SADDLE MOUNTAIN DR	COMPLETE
2/15/2020 9:25	L3	20-046-0089			PATCK	MIR MIROU DR @ PASEO DEL ROBLE	COMPLETE
2/15/2020 9:53	L4	20-046-0099			PATCK	TANGLEWOOD LN @ MOODY RD	COMPLETE
2/16/2020 21:05	L3	20-047-0329			PATCK	ALMADEN CT @ ALTAMONT RD	COMPLETE
2/16/2020 14:35	L3	20-047-0191			PATHCK	MIR MIROU DR @ PASEO DEL ROBLE	COMPLETE

**STRANDED MOTORIST**

2/13/2020 15:49	L2	20-044-0378			STRAN	MAGDALENA RD @ I-280	INVESTIGATED
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**SUSPICIOUS CIRCUMSTANCES**

2/10/2020 10:22	L3	20-041-0134	3	22m 13s	SUSCIR	TRACY CT @ ARASTRADERO RD	INVESTIGATED
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**WELFARE CHECKS**

2/13/2020 22:40	L2	20-044-0539	2	5m 48s	WELCK	MAGDALENA AV @ DAWN RIDGE DR	COMPLETE
2/14/2020 17:10	L1	20-045-0345	3	10m 43s	WELCK	DE BELL RD @ MANUELLA RD	COMPLETE

**Note:** The target response time for priority level 1 calls is 9 minutes, for priority level 2 calls it is 14 minutes, and for priority level 3 calls it is 25 minutes. Response times are only available for some calls for service and not for self-initiated activity.

