



Town Manager's Report for March 9-13, 2020

Items to report on from this week include the following:

Public Works & Engineering:

- Staff is laying out the pathway design for Altamont Plunge using the survey data provided by the consultant.
- Staff is continuing construction site inspections in compliance with the Town's Stormwater Permit.
- Staff has received the updated Pavement Report and is in the process of preparing the 2020 Pavement CIP project staff report and list of streets for SB1 to be taken for City Council consideration at the April CC Meeting.
- Staff has completed the development of the 5-Year Sewer CIP Program and is in the process of preparing the 2020 Sewer Repair and Rehabilitation CIP project staff report to be taken for City Council consideration at the April CC Meeting.
- Staff is preparing a comment letter in response to the CPUC Rule 20 Revision (Staff Recommendations) due on March 31, 2020.
- Staff met with the contractor to solicit quotes for Phase 1 Summerhill (El Monte to Nicole) and for the Redwood Grove pathway connection.

PW Maintenance:

1-monthly equipment cleaning/ maintenance and safety check.

2-USA marking every day.

3-Started to clear weed and brushes on pathways around town.

4-Took care of requests from C-click and Town Hall.

5 -Took down tree and paved the road on Stonebrook Ct.

6-Serviced our heavy equipment by Pape machinery

8- Did our Weekly Purissima park fields cleaning and mowing.

9- Monthly facility inspection

Photos of works in progress are attached

Planning/ Building:

Updated Accessory Dwelling Unit Ordinance

The City Council will hold a public hearing on **Thursday, March 19, 2020** to consider Amendments to Title 10 of the Town of Los Altos Hills Municipal Code (Zoning and Site Development) to adopt updated regulations for the placement and development of Accessory Dwelling Units to be consistent with State law requirements. The Planning Commission held a public hearing on March 5, 2020 and recommended that the City Council adopt the ordinance, with some recommended changes.

Ravensbury Island Annexation

On **Thursday, March 19, 2020**, the City Council will consider initiation of Island Annexation proceedings to annex eight parcels at the end of Ravensbury Avenue into the Town.

Past Week Meeting Summary

March 10, 2020 – Site Development and Fast Track Meeting

14525 Miranda Rd – Site Development Permit for landscape screening, driveway gate, and fencing for an approved new two-story residence was APPROVED. A condition to increase the size of the new oak trees was added. There were not any public comments from nearby neighbors.

Upcoming Meetings

March 17, 2020 – Site Development and Fast Track Meeting

- No Projects

Public Safety:

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

Administrative Services:

Received the 1st reimbursement check from California Employers' Retiree Benefit Trust (CERBT) for the retiree health benefits.

Completed the interviews for the Maintenance Worker I-Limited Term recruitment. Continue to recruit for the Part-Time Administrative/Clerk Technician.

Parks and Recreation:

Voting Center Council Chambers Reservation concluded this week on March 4th. Beginning next week, relocated recreation programs will return to the Council Chambers.

The **Spring/Summer Activity Guides** have been delivered to Residents and available online, [Interactive Guide](#) and [PDF](#).

A good crowd attend the **Monthly Pathways Walk** Wednesday, March 4th at 9:30 am.

Teaching Seniors Technology was held on Thursday, March 5th at 4:00 pm in the Parks and Recreation Building.

Recyclables Processing Tour was held Friday, March 6th at 11:00 am at GreenWaste Education Center.

Staff from Parks and Recreation and Accounting met with **CivicRec** on Friday, March 6th at 9:00 am to review software implementation.

Sr. Community Services Supervisor will be attending **California Parks and Recreation Society Conference** next week.

Janitorial services are completing a **deep cleaning** of Town Hall as precautionary measure for the COVID-19.

Upcoming Activities:

Full Moon Night Hike was held on Monday, March 9th at 8:30 pm at Westwind Community Barn.

Defense for Bridge began a new session on Wednesday, March 11 at 1:30 pm in the Council Chambers.

COVID-19 Program Updates:

- **Park and Recreation Department** is constantly reevaluating activities. **COVID-19** has also been placed on Monday, March 16th Parks and Recreation Committee Agenda
- **Youth Commission** meeting on Tuesday, March 17 has been cancelled.
- Recreation is waiving the department's **refund policy** and offering 100% refunds for refund requests related to Coronavirus.
- Los Altos Hills Youth Commission's **Leadership Conference** scheduled for Sunday, March 8th was cancelled
- **Shred Event** scheduled for Saturday, March 21st from 9:00-Noon has been cancelled.
- **Art Reception** scheduled for Sunday; March 29th has been cancelled.
- **Senior Spring Fling** hosted by the Senior Commission has been cancelled.
- **Hoppin' Hounds Biscuit** scheduled for Saturday, April 11th has been cancelled.
- **Earth Day Celebration** scheduled for Sunday, April 19th is in discussion of being cancelled.
- **Yoga-Fitness, Bootcamp, Bridge, and Fitness for Seniors vendors** have been sent recommendations from CDC/Public Health. Vendors and Staff are in communication with clients to determine demand for cancellations/refunds.

Upcoming Activities:

Sign up for the [Pathways Run/Walk](#) happening Saturday, May 9th at 9:00 am.

With regard to the Covid-19, Corona Virus, We are having some staff work from home for the remainder of March. By keeping two separate teams, we're hoping to improve our chances of maintaining service delivery and reduce the possibility of everyone getting sick at once. Town Hall would shut its doors if directed or advised by the County Health Official.

Feel free to give me a call or email if you have any questions or comments.

Thank you - Carl







Santa Clara County Office of the Sheriff
Weekly Activity Summary
3/2/2020 – 3/8/2020
LOS ALTOS HILLS



PATROL ACTIVITY SUMMARY

DATE	BEAT	ACTIVITY	COMMENTS
3/2	L5	Residential Burglary	Between 3:00 PM on 2/28 and 8:15 AM on 3/2, unknown suspect(s) entered a residence in the 11000 block of Dawson Drive by breaking a glass door. The house was searched, but it is unknown if anything was taken.
3/2	L3	Non-Injury Collision	Occurred at 2:16 PM at El Monte Road and Stonebrook Drive.
3/4	L5	Stolen Vehicle	Between 9:30 AM and 11:00 AM, unknown suspect(s) stole a vehicle parked in the 11000 block of Crestridge Drive. The vehicle had an unknown value.
3/4	L1	Injury Collision	Occurred at 12:38 PM at Elena and Purissima Roads.
3/5	L2	Commercial Burglary	Between 5:30 PM on 3/4 and 8:30 AM on 3/5, unknown suspect(s) entered a residential construction site in the 24000 block of Summerhill Avenue by prying open a locked chain link fence. The suspect(s) then pried open a locked conex container and took tools for a total loss of about \$3,976.
3/6	L1	Residential Burglary	Between 7:31 PM and 7:38 PM, unknown suspect(s) entered a residence in the 26000 block of Bentley Court by breaking a rear sliding glass door. The house was searched, but it is unknown if anything was taken.
3/7	L1	Residential Burglary	Between 4:45 PM on 3/6 and 3:30 PM on 3/7, unknown suspect(s) entered a residence in the 14000 block of Manuella Road by breaking a glass patio door and took designer handbags, electronics and jewelry for a total loss of about \$56,112.
3/7	L5	Mail Theft, Vandalism	Between 11:00 PM on 3/6 and 6:30 AM on 3/7, unknown suspect(s) broke into multiple residential mailboxes on Berkshire Drive, Camino Hermoso Drive and Olive Tree Court, prying some of the locked mailboxes open, causing damage. The suspect(s) took packages from one mailbox for a loss of about \$60, but the total amount of loss and damage is unknown.

PATROL ACTIVITY SUMMARY

DATE	BEAT	ACTIVITY	COMMENTS
3/7	L4	Residential Burglary	Between 11:00 AM and 7:45 PM, unknown suspect(s) entered a residence in the 12000 block of Padre Court by breaking a sliding glass door and took jewelry for an unknown total loss.
3/8	L1	Residential Burglary	Between 11:00 AM on 3/6 and 12:26 PM on 3/8, unknown suspect(s) entered a residence in the 12000 block of La Cresta Drive by breaking a glass door. The house was searched, but it is unknown if anything was taken.

DATE/TIME	BEAT	EVENT	PRIORITY LEVEL	RESPONSE TIME	TYPE	LOCATION	INFORMATION
BURGLARIES							
3/5/2020 9:20	L2	20-065-0124	3	24m 49s	459RES	SUMMERHILL AV @ SUMMERHILL CT	INVESTIGATED
3/2/2020 9:09	L5	20-062-0084	3	10m 32s	459	DAWSON DR @ REBECCA LN	INVESTIGATED
3/6/2020 19:54	L1	20-066-0427	2	5m 50s	459	BENTLEY CT @ BURKE RD	INVESTIGATED
3/7/2020 15:57	L1	20-067-0270	3	9m 49s	459	MANUELLA RD @ ESTACADA DR	INVESTIGATED
3/7/2020 19:44	L4	20-067-0351	2	7m 13s	459	PADRE CT @ ALTAMONT RD	INVESTIGATED
3/8/2020 12:26	L1	20-068-0153	3	16m 23s	459	LA CRESTA DR @ VISCAINO RD	INVESTIGATED
THEFT							
3/5/2020 12:03	L5	20-065-0211	3	19m 31s	484	JESSICA LN @ DAWSON DR	INVESTIGATED
3/7/2020 11:16	L6	20-067-0157	3	31m 29s	484	BERKSHIRE DR @ W LOYOLA DR	INVESTIGATED
3/7/2020 14:53	L5	20-067-0244	3	6m 3s	484	CAMINO HERMOSO @ RAVENSBURY AV	INVESTIGATED
3/8/2020 12:55	L5	20-068-0162	3	81m 5s	484	OLIVE TREE LN @ NORTHCREST LN	INVESTIGATED
MAIL THEFT							
3/7/2020 13:29	L5	20-067-0208			530.5E	OLIVE TREE LN @ BLANDOR WY	INVESTIGATED

VANDALISM

3/6/2020 13:48	L1	20-066-0244	3	48m 41s	594VEH	FREMONT RD @ CONCEPCION RD	INVESTIGATED
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PHONE THE OFFICE

3/2/2020 16:15	L1	20-062-0281			1021	71L1	COMPLETE
3/4/2020 13:07	L1	20-064-0247			1021	71L1	COMPLETE
3/7/2020 16:19	L1	20-067-0279			1021	71L1	COMPLETE

GARBAGE COMPLAINT

3/4/2020 17:21	L5	20-064-0399	3	46m 5s	1058	WINTON WY @ CAMINO HERMOSO	CITATION ISSUED
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TRAFFIC HAZARDS

3/2/2020 13:29	L4	20-062-0201	2	11m 6s	1125	EL MONTE RD @ MOODY RD	INVESTIGATED
3/3/2020 14:54	L1	20-063-0342			1125	I-280 @ EL MONTE RD	INVESTIGATED
3/6/2020 0:31	L1	20-066-0008	2	11m 20s	1125	LA CRESTA DR @ ST FRANCIS DR	INVESTIGATED
3/6/2020 8:26	L1	20-066-0078	2	31m 37s	1125	MANUELLA RD @ RANCHO MANUELLA LN	INVESTIGATED
3/6/2020 11:08	L4	20-066-0165	2	7m 59s	1125	ALTAMONT RD @ MOODY RD	CITATION ISSUED

SUSPICIOUS VEHICLES

3/5/2020 8:11	L5	20-065-0082			1154	BLANDOR WY @ MAGDALENA RD	INVESTIGATED
3/5/2020 15:00	L1	20-065-0326			1154	PURISSIMA RD @ SAMUEL LN	INVESTIGATED
3/7/2020 22:42	L1	20-067-0410	3	8m 17s	1154	ARIC LN @ FREMONT RD	INVESTIGATED
3/8/2020 21:07	L3	20-068-0323			1154	ARASTRADERO RD @ PAGE MILL RD	INVESTIGATED

TRAFFIC COLLISIONS

3/4/2020 12:38	L1	20-064-0229	3	9m 15s	1181	ELENA RD @ PURISSIMA RD	INVESTIGATED
3/2/2020 14:16	L3	20-062-0222			1182	EL MONTE RD @ STONEBROOK DR	INVESTIGATED

VEHICLE STOPS

3/2/2020 22:10	L3	20-062-0413			1195	I-280 @ PAGE MILL RD	CITATION ISSUED
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3/3/2020 8:35	L2	20-063-0095			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
3/3/2020 9:28	L2	20-063-0130			1195	S EL MONTE AV @ SUMMERHILL AV	WARNING ISSUED
3/3/2020 9:35	L3	20-063-0137			1195	ARASTRADERO RD @ PAGE MILL RD	WARNING ISSUED
3/3/2020 9:57	L1	20-063-0161			1195	EL MONTE RD @ O'KEEFE LN	CITATION ISSUED
3/3/2020 11:38	L2	20-063-0222			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
3/3/2020 13:59	L1	20-063-0298			1195	EL MONTE RD @ O'KEEFE LN	WARNING ISSUED
3/3/2020 14:07	L3	20-063-0303			1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
3/3/2020 14:13	L2	20-063-0307			1195	SUMMERHILL AV @ S EL MONTE AV	CITATION ISSUED
3/4/2020 8:42	L2	20-064-0078			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
3/4/2020 9:13	L4	20-064-0098			1195	EL MONTE RD @ MOODY RD	CITATION ISSUED
3/4/2020 9:38	L2	20-064-0118			1195	S EL MONTE AV @ SUMMERHILL AV	WARNING ISSUED
3/4/2020 11:08	L2	20-064-0183			1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED
3/4/2020 12:24	L1	20-064-0220			1195	EL MONTE RD @ O'KEEFE LN	CITATION ISSUED
3/4/2020 17:49	L5	20-064-0414			1195	WINTON WY @ CAMINO HERMOSO	CITATION ISSUED
3/5/2020 23:46	L3	20-065-0530			1195	PAGE MILL RD @ BERRY HILL LN	WARNING ISSUED
3/8/2020 20:18	L1	20-068-0301			1195	EL MONTE RD @ VOORHEES DR	WARNING ISSUED
3/8/2020 20:54	L3	20-068-0316			1195	ARASTRADERO RD @ PAGE MILL RD	CITATION ISSUED

VEHICLE THEFT

3/4/2020 11:45	L5	20-064-0202	3	5m 33s	10851A	CRESTRIDGE DR @ RAVENSBURY AV	INVESTIGATED
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PARKING VIOLATIONS

3/3/2020 11:37	L4	20-063-0221	3	21m 37s	22500	FRANCEMONT DR @ MOODY RD	INVESTIGATED
3/5/2020 9:24	L1	20-065-0130	3	102m 8s	22500	E SUNSET DR @ BURKE RD	INVESTIGATED
3/5/2020 14:11	L1	20-065-0302			22500	E SUNSET DR @ BURKE RD	INVESTIGATED

ALARM CALLS

3/2/2020 17:59	L1	20-062-0320	2	6m 45s	1033A	ROBLEDA RD @ CHAPIN RD	FALSE ALARM
3/4/2020 14:23	L1	20-064-0296	2	19m 50s	1033A	NEW BRIDGE DR @ LA PALOMA RD	FALSE ALARM
3/5/2020 14:16	L3	20-065-0306	2	8m 4s	1033A	VINEDO LN @ ELENA RD	FALSE ALARM
3/6/2020 8:02	L5	20-066-0066	2	11m 6s	1033A	MAGDALENA RD @ STONEBROOK DR	FALSE ALARM
3/6/2020 16:15	L3	20-066-0319	2	14m 7s	1033A	VIA CERRO GORDO @ BRIONES WY	FALSE ALARM

3/7/2020 18:38	L1	20-067-0330	2	35m 14s	1033A	GOLDEN HILL CT @ LA PALOMA RD	FALSE ALARM
3/8/2020 9:14	L4	20-068-0083	2	8m 19s	1033A	WILLOW POND LN @ TEPA WY	FALSE ALARM
3/8/2020 19:14	L3	20-068-0281	2	12m 3s	1033A	TRIPOLI CT @ NATOMA RD	FALSE ALARM
3/8/2020 19:23	L3	20-068-0284	2	11m 57s	1033A	LIDDICOAT CL @ YALE CT	FALSE ALARM
3/5/2020 18:00	L3	20-065-0422			1033C	EL MONTE RD @ STONEBROOK DR	CANCELLED

9-1-1

ABANDONED CALLS

3/2/2020 9:49	L1	20-062-0100			911CEL	ROBLE LADERA RD @ PURISSIMA RD	INVESTIGATED
3/3/2020 16:02	L1	20-063-0378			911CEL	PURISSIMA RD @ ROBLEDA RD	INVESTIGATED
3/5/2020 16:34	L1	20-065-0375			911CEL	NINA PL @ LA CRESTA DR	INVESTIGATED

PUBLIC

SAFETY ASSISTANCE

3/3/2020 19:32	L3	20-063-0468	2	8m 7s	AID	PAGE MILL RD @ I-280	COMPLETE
3/6/2020 6:24	L3	20-066-0037	3	14m 51s	AID	STANFORD CT @ LIDDICOAT CL	COMPLETE

CITIZEN FLAG-DOWN

3/4/2020 11:01	L1	20-064-0178			CTFD	EL MONTE RD @ O'KEEFE LN	INVESTIGATED
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FOUND PROPERTY

3/2/2020 17:01	L1	20-062-0299	3	10m 18s	FNDPRP	LA CRESTA DR @ NINA PL	INVESTIGATED
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FOLLOW-UP

3/2/2020 17:39	L1	20-062-0315			FU	LA CRESTA DR @ NINA PL	COMPLETE
3/6/2020 6:25	L2	20-066-0038			FU	VOORHEES DR @ CLAUSEN CT	CITATION ISSUED

INFORMATION ONLY

3/3/2020 14:43	L1	20-063-0332			INFO	I-280 @ EL MONTE RD	INFORMATION GIVEN
3/5/2020 18:42	L3	20-065-0436			INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
3/6/2020 18:39	L5	20-066-0387			INFO	CAMINO HERMOSO @ MAGDALENA RD	INFORMATION GIVEN
3/6/2020 19:00	L3	20-066-0398			INFO	ALTAMONT RD @ APPALOOSA WY	INFORMATION GIVEN
3/6/2020 22:31	L3	20-066-0498			INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN

3/7/2020 11:12	L3	20-067-0154			INFO	VIA CORITA @ NATOMA RD	INFORMATION GIVEN
3/7/2020 12:46	L4	20-067-0193			INFO	ALTAMONT RD @ CORBETTA LN	INFORMATION GIVEN
3/7/2020 21:56	L3	20-067-0386			INFO	DELSON CT @ ELENA RD	

PATROL CHECKS

3/2/2020 16:56	L5	20-062-0295			PATCHK	DAWSON DR @ MAGDALENA RD	COMPLETE
3/2/2020 15:30	L5	20-062-0260			PATCK	FERNHILL DR @ LOMITA LINDA CT	COMPLETE
3/4/2020 23:44	L1	20-064-0531			PATCK	PURISSIMA RD @ SAMUEL LN	COMPLETE
3/5/2020 19:45	L3	20-065-0462			PATCK	PAGE MILL RD @ ARASTRADERO RD	COMPLETE
3/5/2020 21:23	L4	20-065-0497			PATCK	ALTAMONT RD @ BLACK MOUNTAIN RD	COMPLETE
3/7/2020 3:06	L6	20-067-0031			PATCK	W LOYOLA DR @ ROLLY RD	COMPLETE
3/8/2020 20:36	L4	20-068-0306			PATCK	ALTAMONT RD @ BLACK MOUNTAIN RD	COMPLETE

**SUSPICIOUS
CIRCUMSTANCES**

3/7/2020 11:03	L5	20-067-0148	3	11m 38s	SUSCIR	OLIVE TREE CT @ OLIVE TREE LN	INVESTIGATED
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WELFARE CHECK

3/6/2020 19:46	L1	20-066-0422			WELCK	ARASTRADERO RD @ THENDARA WY	COMPLETE
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<p>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.</p>
