



Town Manager's Report for August 15 -19, 2016

Items to report on this week include the following:

Planning/ Building/ Engineering Update:

The City **Engineer's Report** is attached. Items in **red text** show updates in status from the prior report. The street rehab schedule for next week is attached. There will be **traffic delays and detours** during paving work. Residents on affected streets have been notified by mail. Notification signs have been placed along streets scheduled for paving work.

The following projects were approved at the August 16 **Site Development hearing**:

- A landscape screening plan and pool for a new residence under construction at **12060 Elsie Way**. No neighbors were in attendance.
- A landscape screening plan for a new residence under construction at **13686 Page Mill Road**. Two neighbors were in attendance. There was discussion on fencing, and planting along Page Mill Road.
- A landscape screening plan for an addition/remodel project at **26925 Saint Francis Drive**. One neighbor was in attendance and was supportive of the plan.

The following project was approved at the August 16 **Fast Track hearing**:

- A major addition/remodel of an existing residence at **14975 Page Mill Road**. No neighbors were in attendance.

The **Planning Commission** will be holding a special meeting on Tuesday, August 23. The Commission will be considering a new residence, two landscape screening plans, an appeal of a Fast Track approval of a new residence, and a revised Antenna Ordinance. The Antenna Ordinance will be considered by the City Council, tentatively on October 20.

Public Safety Update:

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

Administrative Services Update:

The Admin Service Department is on track to complete the first draft of the 2016-17 operating and capital budget and five-year capital improvement plan. The first draft will be available for review by September 1 and comments will be due on Sept 15, in order to meet the GFOA distinguished budget award submittal deadline.

Administrative Services Director Pak Lin is attending the California Society of Municipal Finance Officers Peninsula Chapter meeting in Redwood City today. Speakers included Michael Coleman who is considered to be the premier expert in California municipal finance and budgeting.

Parks and Recreation Update:

Staff met with **VDE** this week and reviewed the attached monthly report and profit and loss statement.

Parks and Recreation Intern Krystal Malimban was appointed to the newly created **Recreation Specialist** position this week. Hiring for the position included a competitive recruitment and candidate interview process.

This week **Ohlone Camp** was held in Byrne Preserve, to view photos [visit](#).

Upcoming **events** have been added to the [website](#). The **Fall/Winter Activity Guide** has been signed off and will be delivered to the post office no later than Monday, August 29th. All contracts have been updated with the independent contractors.

Thanks.

Carl

Last Updated on 8/19/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
1	I-280/Page Mill Interchange	<p>(11-20-15) Staff met with County, Caltrans, VTA, and Palo Alto to discuss implementing the interim plan that the County had prepared to improve bicycle travel through the interchange. Caltrans stated that they would need 2.5 to 3 years before anything can be implemented, which everyone agreed was too long, County indicated that they do not have any funds, VTA and Palo Alto indicated that they would check to see if there are funds that can be used. Town staff indicated that if other agencies are contributing to the cost of the project, we would recommend that LAH also provide some financial support. (11-25-15) Mayor sent letter to County Board of Supervisors requesting that they make it a high priority to implement improvements on Page Mill Road to facilitate safer bicycle travel through the interchange. (12-11-15) Staff checking with County to see if VTA and/or Palo Alto has provided any update on possible funding for implementing an interim plan on Page Mill Road. (12-18-15) County indicated that VTA may be able to provide \$250k for the project. County is estimating the cost may be about \$450k and is looking for possible grant funds. Staff also met with Palo Alto staff and they are reviewing the County's concept interim plan and will likely be providing comments. (1-8-16) VTA has identified \$250K in leftover Measure B funding and is going to the VTA committees in January to start the process of allocating this funding to the County's interim plan. County staff will also apply for \$150K in TFCA grant funding. With an estimated cost of \$480k for design and construction, County is about \$80k short. County may be reaching out to Los Altos Hills and Palo Alto for cost sharing. (1-15-16) The staff attended the VTA TAC meeting and supported the allocation of \$250,000 of measure B fund for the County's interim plan. The committee voted unanimously to approve the allocation of funds. (1-22-16) County to set up meeting to discuss design of interim plan. (1-28-16) Stakeholders meeting scheduled for week of February 8th to discuss design of interim plan. (2-12-16) Stakeholders met to discuss ideas for the interim plan. County will be hiring design consultant to develop the draft plans for the public input process. County will also be working with VTA to apply for grant funding. (3-25-16) A community meeting has been scheduled for April 20, 2016. County also setting up a working group meeting for early April. (4-8-16) Staff attended a working group meeting on 4-7-16 to discuss options for presentation. (4-22-16) Community meeting was held on 4-20-16 with good attendance. County will review input received from the public. (5-27-16) Staff meeting with County and other stakeholders at the site to look at site distance issues. (6-10-16) County working on revised concept plan based on site visit. (6-23-16) County prepared draft layout for the interim improvements for review. County scheduling another meeting with stakeholders. (7-22-16) County prepared concept plan for the interim bicycle improvement project and expects to construct the project this year. City attorney reviewing draft funding agreement with County and Palo Alto. Concept plan is attached. (8-19-16) City attorney has completed their review. County preparing final funding agreement and will send to Palo Alto and Town for approval.</p>

Last Updated on 8/19/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
2	2016 Sanitary Sewer Repair and Rehabilitation Project	<p>(3-25-16) Project has been advertised and bid opening is scheduled for 4-12-16. Project is scheduled to be presented to Council in May for award of contract. List of repair segments is attached. (4-8-16) Staff released an addendum to modify segments in the base bid and alternate bid. (4-14-16) Bids were received from 2 contractors. Award of contract to be presented at the May 19 Council meeting. (5-20-16) Council authorized the award of the construction contract.at the May 19 council meeting. (5-27-16) Award documents have been sent to the contractor. Staff waiting for bonds and insurance paperwork. (6-10-16) Staff received bonds and insurance paperwork. Staff reviewing. (6-16-16) Review of bonds and insurance has been completed. Staff working on scheduling a pre-construction meeting with the contractor. (7-22-16) Pre-construction meeting scheduled for 7-25-16. (7-29-16) Preconstruction meeting with the contractor was conducted. Contractor working on scheduling video work for August and will send schedule to Town for review. (8-12-16) Contractor is to begin pre-installation video inspection work starting 8/15/2016. (8-19-16) Pre-construction video is in progress.</p>

Last Updated on 8/19/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
3	Miranda Road Path	<p>(11-20-15) Bids were opened on November 18, 2015. Apparent low bid amount is \$155,633.50. (12-4-15) Project will be presented to Council at their December meeting for authorization to award project. (12-18-15) Council continued the project to the January council meeting. Council wanted staff to reach out to the property owners to make them aware of the potential impact from the pathway installation and they also wanted to get input from the pathway committee. (1-8-16) Staff met with neighborhood representative and provided update on council action. Per council direction, authorization to award for construction will be brought back to council at the January meeting. (1-15-16) Staff sent letter to all the residents on the west side of Miranda Road notifying them that parking would not be allowed on the path if constructed and that certain properties may be subject to a pathway in-lieu fee in the future. (1-22-16) Pathway committee will be discussing their priority for Miranda Path at their 1-25-16 meeting. Item will be discussed at the 1-27-16 Council meeting. (1-28-16) Council authorized award of the construction contract at the January council meeting. Staff sent award letter to contractor. Contractor to provide bonds and insurance paperwork for Town staff to review. (2-5-16) Contractor submitted bonds and insurance paperwork. Staff reviewing. Contract being executed. (2-12-16) Staff to set up pre-construction meeting with contractor. (2-25-16) Preconstruction meeting scheduled for March 1, 2016. (3-3-16) Staff had pre-construction meeting with contractor and inspector. Contractor tentatively scheduled to begin work on March 14 depending on weather. (3-11-15) Contractor sent letters to residents notifying them of the construction. (3-18-16) Construction is in progress. Contractor working on vegetation clearing. (3-25-16) Contractor working on retaining walls and a utility conflict was discovered. Staff working with contractor to resolve. (4-8-16) Contractor working on ramp layout. (4-14-16) Retaining walls and pathway work in progress. (4-22-16) Staff working with contractor to resolve some resident concerns. (4-29-16) Contractor working to complete the path week of May 2nd. Staff will perform inspection and develop punchlist as needed. (5-6-16) Staff working with contractor on change order issues and correcting some unacceptable work. (5-13-16) Staff to meet with contractor week of May 16th to discuss unacceptable work and change orders. (5-20-16) Staff working out construction issues with the contractor. (7-15-16) Contractor will be returning week of 7/18 to complete the project. (7-29-16) Contractor working on completing the project based on staff meeting with owner and general manager of the company. (8-5-16) Construction completed as of 8/4. (8-12-16) Project to be presented to Council for acceptance. (8-19-16) Item to be presented to Council at their September meeting.</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. (9-25-15) Staff will inspect and prepare for upcoming rains. (3-18-16) Area performed well during the rains.</p>

Last Updated on 8/19/2016

Tasks	Project Name	Latest Status
5	Townwide Pathway and Roadway safety inspection program	<p>(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. (9-4-15) Staff completed sending dead tree notices identified by arborist. Staff also met with Fire district regarding the dead trees. (9-18-15) Town staff working with the Fire District and the district's consultant has just about completed a large project of removing several large hazardous trees near Purissima Park. Work involved large cranes, traffic control, closing parking lots, coordinating with park users, and working with property owner. (9-25-15) For the months of February to September staff performed corrective action on 43 potential liability issues identified by routine inspections. (1-8-16) For the months of October to December staff performed corrective action on 12 potential liability issues identified by routine inspections. (6-10-16) Staff looking into mobile app data collection to streamline maintenance identification and repair. (6-16-16) Staff to meet with vendor to discuss no cost testing of electronic forms. (7-15-16) Staff trying out electronic forms and vendor working on modifications to the form.</p>
6	Robleda Road Pathway (Fremont to Beatrice) (Project #4)	<p>(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. (3-5-15) Committee chair requested hard copies of the drawings for their use to discuss possible grant funding. Staff provided drawings. (4-29-16) Pathway committee to prioritize this project among other pathway projects.</p>

Last Updated on 8/19/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
7	Sewer Operations	<p>(9-18-15) West Bay's August report to their board for LAH activities is attached. The sewer system assessment and status update report is attached. Council authorized the City Manager to execute an agreement with V.W. Housen and Associates to provide staff augmentation services to the Town. (9-25-15) Staff working with Town's sewer contractor and consultant to prepare presentation for Council. (10-2-15) Presentations will be provided to Council at their October meeting. (10-9-15) Staff working with West Bay and V.W. Housen on Council presentation. (10-16-15) The August status update of sewer activities is attached. (10-30-15) Response to comments from interested resident is attached. (11-5-15) West Bay's September report to their board for LAH activities is attached. (11-13-15) The August 2015 summary of O&M activities is attached. (12-4-15) The September status update of sewer activities is attached. (12-18-15) The October 2015 summary of O&M activities is attached. (1-22-16) The November 2015 summary of O&M activities is attached. (2-5-16) The October status update of sewer activities is attached. (2-19-16) The November status update of sewer activities is attached. Staff also provided responses to questions from the public regarding flow monitoring, SSO's in November, 2015 Sanitary Sewer Repair and Rehabilitation project, and the September status update of sewer activities. (2-25-16) The December 2015 summary of O&M activities is attached. The November status update of sewer activities is attached again with the appropriate attachments. (3-3-16) Staff will be providing council with a status update on sewer system activities at the March 21 council meeting. (3-11-16) Staff working on council presentation for the March meeting. Staff prepared a memo to Council responding to comments from a member of the public regarding the 2015 Sanitary Sewer Repair and Rehabilitation project. The December status update of sewer activities is attached. (3-18-16) The January 2016 summary of O&M activities is attached. (4-14-16) SSMP will be presented for re-adoption at the May 19 Council meeting. (4-22-16) The February 2016 summary of O&M activities is attached. (4-29-16) Root foaming of approximately 10 miles of line in progress. The January 2016 status update of sewer activities is attached. (5-20-16) The Sanitary Sewer Management Plan update was approved by Council at the May 19 meeting. Staff working on posting it on the Town's new website. (5-27-16) The March 2016 summary of O&M activities is attached. (6-3-16) The Town's Sanitary Sewer Management Plan has been posted on the Town's website. The February 2016 status update of sewer activities is attached. (6-10-16) The April 2016 summary of O&M activities is attached. Root foaming has been completed. (6-23-16) Pipe patch work for 12 locations currently underway. (7-15-16) The March and April 2016 status update of sewer activities is attached. An update of the sewer system will be presented to Council at the July meeting. (7-22-16) Sewer system update was presented to Council at the July Council meeting. (7-29-16) The May 2016 summary of O&M activities is attached. (8-12-16) The May 2016 status update of sewer activities is attached.</p>

Last Updated on 8/19/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
8	Wet weather flow monitoring	<p>(12-19-14) Due to the amount of wet weather we had recently, there is an opportunity to obtain good wet season sewer flow data. Staff will propose to obtain approval for the City Manger to authorize flow meter installation prior to a storm event. (1-9-15) Staff will be requesting Council approval at the January meeting. (1-16-15) Council authorized City Manager to execute necessary agreements for flow meter installation. (1-15-16) Staff and consultant monitoring the weather for flow meter installation. (1-22-16) Flowmeters will be installed end of January but monitoring period will begin at the start of a significant rain event. (1-28-16) Meter installation in progress. (2-5-16) Meters have been installed. (2-12-16) Staff continues to monitor weather forecast. (3-11-16) Flow monitoring in progress. (4-8-16) Consultants removed the flowmeters and are downloading the data. (5-6-16) Staff should be receiving flow data for review within two weeks. (5-27-16) Staff following up with consultant to check on the status of the flow data. (6-3-16) Staff received draft flow data from the consultant for review. Consultant working on report. (6-16-16) Staff received draft report for review. (7-29-16) Consultant working on finalizing the report to incorporate Town comments. (8-5-16) Consultant is scheduled to submit the final report on 8/12. (8-12-16) Consultant submitted the final report on 8/8. (8-19-16) Final Flow Monitoring and Inflow/Infiltration report is attached. Data from the report will be used for the Sanitary Sewer Master Plan development. Staff also reviewing the report for average residential flow and analyzing inflow/infiltration issues to be addressed.</p>

Last Updated on 8/19/2016

Tasks	Project Name	Latest Status
9	Erosion on Page Mill Road near Baleri Ranch Rd	<p>(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. (9-4-15) Staff comments sent to consultant. (9-11-15) Consultants incorporating staff comments on the environmental document. (9-25-15) CEQA document to be released for public comment within a week or two. (10-9-15) Additional minor comments to be addressed in the CEQA document. Schedule for 30 day public review is planned for mid-October to mid-November. (10-16-15) Public commenting period to start on October 21, 2015. (10-23-15) The environmental document has been filed, recorded, and noticed for public comment. (11-5-15) Environmental document has been posted on Town's website. (11-25-15) Initial study and Mitigated Negative Declaration will be presented to Planning Commission at their December meeting. (12-4-15) Planning Commission voted to recommend approval of the Initial Study and Mitigated Negative Declaration. (12-11-15) Initial Study and Mitigated Negative Declaration to be presented to Council for approval at the January meeting. (1-28-16) Council approved the Initial Study and Mitigated Negative Declaration at the January meeting. Consultant to contact Regional Water Quality Control Board to discuss permitting. (2-12-16) Consultant submitted a letter to RWQCB regarding some of their comments. RWQCB staff to review and respond. (2-25-16) RWQCB staff indicated that the revised plans look much better. Consultant scheduled to discuss project with RWQCB staff week of 2-29-16. (3-11-16) Consultant working with Army Corp of Engineers to clarify scope of project. (3-18-16) RWQCB is requesting additional mitigation measures to be included in the project. (3-25-16) Staff met with consultant on-site to discuss possible mitigation proposal to the RWQCB and strategy for moving the project forward in the permitting process. (4-14-16) Additional information provided to US Army Corp of Engineers for their review. (4-29-16) US Army Corp. is requesting informal consultation with US Fish and Wildlife Service. (5-13-16) Consultant trying to contact Army Corp. for status update. (6-3-16) US Fish and Wildlife Service has assigned a staff member and is reviewing the project. (6-23-16) US Fish and Wildlife Service has approved the project. Waiting for US Army Corp to approve. (8-19-16) Consultant continues to follow up with US Army Corp for their approval. Staff also reached out to US Army Corp for an update.</p>
10	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 8/19/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
11	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. (11-25-15) Per Caltrans, they expect to have project plans sometime around September 2016. (4-14-16) The California Transportation Commission approved the project. Estimated cost is \$1.6 million. (7-15-16) Caltrans submitted plans to staff for comment. This project proposes to realign I-280 NB off-ramp to EB El Monte Road. The work includes new pavement sections, super elevation correction, pavement removal of the abandoned segment within the existing off-ramp, removal and trimming of trees, and drainage work. (7-22-16) Town consultant is reviewing the draft plans from Caltrans. (7-29-16) Draft review comments to be submitted to Town for staff review week of August 1. (8-19-16) Comments sent to CalTrans for consideration.</p>
12	Robleda and Purissima intersection study	<p>(4-22-16) Agreement with consultant executed. (4-29-16) Work underway. (5-6-16) Data collection and analysis being performed. (5-20-16) Data collection completed and draft report submitted. Staff reviewing draft report. (5-27-16) Report has been completed and will be shared with the neighbors for discussion. (6-3-16) Report has been received by the neighbors. Staff setting up meeting to discuss report with the neighbors.(6-10-16) Staff to meet with neighbors on 6-13-16 to discuss the traffic consultant's technical memo. (6-16-16) A few neighbors attended the meeting at Town Hall. Staff discussed the report, answered questions and explained the process. Staff indicated that a three way stop sign is not recommended by staff as it does not meet the warrant analysis. Neighbors to discuss and decided what concept they have support for and get back to staff. (7-15-16) Staff working with neighborhood representative to prepare map showing recommendations from the residents. (7-22-16) Draft map sent to neighborhood representative for review. (7-29-16) Staff revising map to incorporate comments from neighborhood representative. (8-19-16) Revised map sent to neighborhood representative for review. Neighbors are requesting a 3 way stop sign to be installed. Per consultant's study, a stop intersection is not warranted.</p>

Last Updated on 8/19/2016

Tasks	Project Name	<u>Latest Status</u>
13	Hale Creek/Magdalena connector Path	<p>(9-11-15) Design of path from Magdalena to the Bob Stutz path is underway. (9-18-15) Staff received plans from designers for review. Plans sent to the Pathway Committee for review and comment. (9-25-15) Awaiting comments from pathway committee. (10-2-15) Staff confirming if there are any comments from the Pathway Committee. (10-16-15) Staff working with design engineer to verify appropriate agency approval/documentation needed to complete pathway. (10-23-15) Staff working on sketch to obtain additional easement from Cal Water. (10-30-15) Staff to work with CalWater to obtain additional easement for pathway. (11-13-15) CalWater reviewing easement request. (12-11-15) CalWater district manager staff has returned after a leave of absence and will be reviewing the easement request. (1-8-16) Additional information provided to CalWater. (1-15-16) Staff spoke to CalWater and clarified the need for the easement. (1-22-16) CalWater real estate attorney has some comments on the easement language. (1-28-16) City attorney office to discuss comments with CalWater attorney. (2-5-16) Staff working on obtaining some field survey stakes to look at alternatives. (2-19-15) CalWater attorney preparing a proposed amendment. (2-25-16) Alternate path layout to avoid need for additional CalWater easement is possible with encroachment onto CalTrans R-O-W. Staff to work on encroachment permit application to CalTrans. (3-3-16) Staff completed encroachment permit application and submitted to Caltrans for review and approval. (3-11-16) Caltrans encroachment permit section did not receive application. Staff resent application, waiting for confirmation. (3-18-16) Staff resent electronic and hard copy of encroachment permit application to Caltrans. (3-25-16) Caltrans reviewing encroachment permit application and has questions. Staff working on addressing Caltrans concerns. (4-8-16) Staff sent new photos and additional details to Caltrans to clarify questions. Caltrans reviewing. (4-22-16) Caltrans headquarters is reviewing. (5-13-16) Caltrans is requiring an exception request to allow construction of a pedestrian facility passing through an access-controlled off-ramp fringe area. Staff to work on exception request. (5-20-16) Staff reviewing sample request from another agency. (6-10-16) Staff to complete and file environmental document with County Recorder's office.(6-23-16) Environmental document has been filed with County Recorder's office. (7-15-16) Staff working on resubmittal to Caltrans. (7-29-16) Staff resubmitted additional information to Caltrans for review and approval. (8-19-16) Caltrans provided some additional comments on our application. Staff working on comments.</p>
14	Emergency communication antenna	<p>(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.</p>
15	Long Range Trash Management Plan	<p>(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.</p>

Last Updated on 8/19/2016

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

Last Updated on 8/19/2016

Tasks	Project Name	<u>Latest Status</u>
18	P-TAP Round 17 grant funds	(10-9-15) Staff working on application for grant funds. (10-30-15) Staff completed and submitted grant request. (12-11-15) Results of grant request should be available in early 2016. (1-22-16) Town did not get selected to receive the grant. (1-28-16) Town will re-apply next year for grant.
19	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. (10-2-15) Staff has contractor on board. Plaque stand being made. (10-9-15) Stand being painted. (10-16-15) Plaque stand completed. Town staff preparing for installation. (10-23-15) Cupola plaque has been installed. (11-20-15) At the request of the history committee, staff verified that the proposed time capsule will fit inside the Cupola. (12-18-15) Time capsule has been purchased by the history committee. (4-8-16) History committee collecting items for the time capsule. (5-20-16) Time Capsule Ceremony scheduled for June 16 at 5:30pm. (6-23-16) Time capsule has been placed in the Cupola.
20	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. (11-20-15) Per Caltrans project development for this project is pending CTC approval of the SHOPP candidates in April 2016. If approved, target construction is Summer of 2019. (4-14-16) The California Transportation Commission approved the project. Estimated cost is \$59.5 million.

Last Updated on 8/19/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
21	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. (9-11-15) Project is on the preliminary list for Envision Silicon Valley. (9-25-15) Project was missed on the draft Envision Silicon Valley (ESV) project list. Staff confirmed that it is now on the revised list from VTA.
22	Barron Creek Drainage Channel Maintenance (26170 W. Fremont Road)	(12-18-15) Staff provided comments on the cost sharing agreement, hydraulic analysis, draft schedule, and preliminary plans to the applicants consultants. (1-16-15) Applicant's consultant submitted an addendum to the environmental document previously approved. Staff reviewing. (1-22-16) Comments on the addendum document to be provided to consultant by end of January. (1-28-16) Comments provided to applicants consultant. Applicant provided comments on cost sharing agreement, staff and attorney reviewing. (2-5-16) Staff getting clarification from applicant regarding the various versions of the agreement sent to the Town. (2-12-16) Applicant's attorney did not accept many comments provided by Town. Staff to meet with applicant representative to discuss. (2-19-15) Staff met with applicant's representative to discuss attorney comments. Applicant's representative agreed that many of the Town's request were reasonable. Town working on another revised cost sharing agreement for applicant's representative. (2-25-16) Revised cost sharing agreement sent to applicant's representative for review. Amendment to environmental document scheduled for the April Planning Commission meeting. (3-3-16) Applicant's representative reviewing the cost sharing agreement. (3-11-16) Applicant's consultant working with RWQCB to clarify project scope and purpose. (3-18-16) RWQCB has indicated that they will likely approve the project. Still waiting to hear from California Department of Fish and Wildlife. (3-25-16) Staff working with applicant's representative to finalize cost sharing agreement. (4-8-16) Planning Commission approved the amendment to the environmental document. (4-22-16) Proposed final cost sharing language sent to applicant for review. Applicant consultants working on revised plans to address staff preliminary comments. (4-29-16) Applicant to get back to the Town on status of cost sharing agreement language. (5-6-16) Approval of the amendment to environmental document scheduled for the May City Council meeting. (5-13-16) Applicant submitted revised drawings for review. (5-20-16) Amendment to the environmental document was approved by Council at the May 19th council meeting. (5-27-16) Staff reviewing the drawings. Applicant reviewing the cost sharing agreement and getting proposals for the work. (6-3-16) Consultant working on exhibits for the agreement. (6-10-16) Staff completing review of plans and will be forwarding comments week of 6-13. (6-16-16) Review comments sent to applicant. Cost sharing agreement to be presented to Council at their July meeting for approval. (7-22-16) Council approved the cost sharing agreement at the July Council meeting. Staff working with applicant to execute the agreement. (7-29-16) Staff reviewing final drawings, bonds, and insurance. (8-5-16) Staff approved final drawings, bonds, and insurance, and authorized the start of the restoration work. (8-19-16) Project is in progress.

Last Updated on 8/19/2016

Tasks	Project Name	<u>Latest Status</u>
23	VTA TAC Meetings	<p>(1-15-16) Staff attended the 1-14-16 TAC meeting and the Envision SV Ad-Hoc committee meeting. A new chair and vice chair was selected. Committee took action to approve allocation of \$250,000 to help fund the interim bicycle improvements on Page Mill/I-280 interchange. Ad-Hoc committee working on selection criteria for projects listed for Envision SV. (2-5-16) Staff attended the VTA Board meeting and the Board approved the \$250,000 to the County to help fund the interim bicycle improvements. (3-11-16) Staff attended the 3-10-16 TAC meeting. Committee received update on Envision Silicon Valley. VTA staff is developing categories for ESV to distribute an estimated \$6.5 Billion. (4-14-16) Staff attended the April TAC meeting. (4-14-16) TAC committee did not reach agreement on a formal recommendation of the Envision Silicon Valley policies to the Board. VTA staff will provide TAC comments to the Board at their April 22 workshop. (6-10-16) June TAC meeting was canceled. Next meeting is in July.</p>
24	2016 Road Rehabilitation Project	<p>(6-3-16) Staff preparing contract documents for the 2016 Road Rehabilitation Project. Project will be advertised on 6-8-16. (6-10-16) Project has been advertised. Bid opening scheduled for 6-28-16. List of streets is attached. (7-15-16) Award of contract will be presented to Council at the July meeting. (7-22-16) Council approved the award of contract. Staff sent notice of award to contractors. (7-29-16) Contractor to begin localized pavement repair week of August 1, 2016. (8-5-16) Contractor completed the spot repair this week. Contractor will construct valley gutter on Orchard Hill Lane. (8-12-16) Contractor is paving the public portion of Almaden Court. (8-19-16) Micro Surfacing work scheduled for week of August 22nd. There will be traffic delays, detours, two way traffic control, and partial road closures. Residents in work areas have been notified. Schedule has also been posted on the Town's website.</p>

Last Updated on 8/19/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
25	Gardner Bullis Crosswalk study	<p>(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. (9-4-15) Staff checked operation of signs on 9/1 and 9/2, all working properly. (9-11-15) Over the last five years the Town has implemented approximately \$1.28 million worth of improvements to facilitate safer pedestrian and bicycle access to the school. List of improvements attached. (9-25-15) Staff working on agreement for Traffic consultant to review and study the area of the crosswalk. (10-2-15) Consultant working on study. (10-16-15) Item discussed at 10-14-15 City Council meeting. Draft consultant report scheduled to be submitted by end of October. (10-30-15) Staff reviewing draft report from consultant. (11-5-15) Traffic consultant's technical memo to be presented to Council at the November meeting. (11-20-15) At the November Council meeting, Council directed staff to provide notices for the removal of the crosswalk. Staff working on posting and sending notices out on November 23, 2015. (11-25-15) Crosswalk removal notices have been posted and sent. Public hearing scheduled for December 16, 2015. (12-18-15) At the December council meeting an Ad-Hoc committee was formed to study the crosswalk with the school district. (1-8-16) First Ad-Hoc committee meeting scheduled for January. Staff the Town consulting traffic engineer will be attending. (1-16-15) Update on the Ad-Hoc committee meeting will be provided at the January council meeting. (1-22-16) Staff marked the layout for additional curbing to prevent U-turns at Fremont Pines Lane. Neighbors to provide input. (1-28-16) Staff scheduled to install test curb on Fremont Pines Lane during the week of February 8, 2016. (2-12-16) Median curb was installed on Fremont Pines Lane to prevent unsafe U-turns. Staff working on agreement to purchase raised crosswalk to be installed on Fremont Road. (2-19-16) Council directed staff not to proceed with the raised crosswalk at this time. Town will check with the school district on the status of getting a crossing guard. (2-25-16) Staff collecting data to establish baseline vehicle count and speed information. (3-3-16) Next ad Hoc committee meeting scheduled for 3-11-16. (3-11-16) Committee voted to recommend installation of temporary raised crosswalk. (3-18-16) Staff washed and cleaned the yellow crosswalks to make them more visible. (3-25-16) Council directed staff not install any improvements at this time. Council will revisit the issue in June to get input from the parents and school district regarding the crosswalk with the presence of a crossing guard.</p>

Last Updated on 8/19/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
26	Fremont Road pathway widening - Campo Vista to School	(6-23-16) Council requested staff to obtain estimate to widen the path on the south side of Fremont Road from Campo Vista to the school. Item will be discussed at the July council meeting. (7-22-16) Council approved the widening of the pathway. Staff to work with contractor and property owner to schedule the work and minimize vegetation removal. Staff to notify school district. (7-29-16) Staff met with contractor and adjacent property owner to discuss the pathway work and the vegetation work needed. Contractor is scheduled to complete the work by 8/15 before school starts. (8-5-16) Contractor is trimming the vegetation on 8/5 and will begin the widening work Monday, 8/8. (8-12-16) Project is completed as of 8/11.
27	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. (10-2-15) Most of the sites have been visited. Consultant hope to complete site visits by the end of October. (10-30-15) All site visits have been completed. Consultant working on analysis. (11-13-15) Staff and consultant to discuss draft results in early December. (12-11-15) Draft results submitted to staff. Staff to review and schedule discussion with consultant. (12-18-15) Staff to discuss draft results with consultant in January 2016. (1-8-16) Consultant preparing data sheets with preliminary findings to send to non-residential users for their review and comment. (1-15-16) Staff working with consultant on documents to be sent to each non-residential user. (1-28-16) Draft site specific data sheets with preliminary findings have been sent to each non-residential user for review and comment. (2-5-16) Staff and consultant has been contacted by two non-residential users to discuss preliminary findings. Comments from non-residential users are due February 22, 2016. (3-11-16) Staff received draft report from consultant. Staff reviewing. (4-8-16) Staff working with attorney's office to verify information that may need to be removed for privacy concerns. (5-6-16) Staff to present findings and recommendation to FIC. (5-13-16) Consultant findings and recommendations to be presented to FIC at their July 11, 2016 meeting. (5-20-16) FIC meeting rescheduled for July 6th. (7-15-16) FIC did not reach an agreement on a recommendation to City Council. Staff will be meeting with Ad-Hoc committee to discuss further. (7-29-16) Ad-Hoc committee requested attorney review of three alternative proposed by the Ad-Hoc committee. Town attorney reviewing. Item to be presented to Council at the August meeting. (8-12-16) Town attorney completed their review of the three alternatives proposed by the Ad-Hoc committee. Item is on the August City Council Agenda. (8-19-16) Item was referred back to the FIC Ad-Hoc Committee for further discussion.
28	West Loyola/Mora Drive Pathway study	(7-15-16) Staff collected speed data on West Loyola and Mora Drive and the results indicate speeds over the posted speed limit on both streets. Mora Drive has an 85th percentile of 10 mph over the posted speed limit and West Loyola has an 85th percentile of 6 mph over the posted speed limit. Staff also engaged a consultant to look into the feasibility of constructing a path on the two streets.

Micro Surfacing Schedule Los Altos Hills

8/22/16, (Orange)

<u>Street</u>	<u>Limits</u>		<u>SY</u>
1/2 Liddicoat Circle	14494 Liddicoat Drive	TO Liddicoat Drive	2,707
Carillo Lane	La Cresta	TO End	1,094
Alejandro Drive	St. Francis Road	TO End (South)	1,022
Ascencion Drive	Anacapa Dr	TO St. Francis Dr	4,803
1/2 Esperanza Drive	26335 Concepcion Road	TO End	3,268
Split **Fremont Road	Miranda Road	TO Burke Road	5,021
			17,915

8/23/16, (Yellow)

<u>Street</u>	<u>Limits</u>		<u>SY</u>
1/2 Liddicoat Circle	14494 Liddicoat Drive (Remaining Half)	TO Liddicoat Drive	2,707
1/2 Esperanza Drive	26335 Concepcion Road (remaining half)	TO End	3,268
Split **Fremont Road	Miranda Road	TO Burke Road	5,021
Bledsoe Court	Moody Road	TO End	564
AM/PM Split **Robleda Road	Elena Rd	TO Alta Terra Rd	4,902
1/2 Split **Stonebrook Drive	El Monte Road	TO Teresa Way	4,912
Barton Court	Fremont Rd	TO End	492
			21,865

8/24/16, (Blue)

<u>Street</u>	<u>Limits</u>		<u>SY</u>
AM/PM Split ** Robleda Road	Fremont Rd	TO Alta Terra Rd	14,368
AM/PM Split ** Altamont Road	Page Mill Road	TO Black Mountain Road	6,048
Duval Way	Robleda Rd	TO End	2,800
			23,216

8/25/16, (Pink)

<u>Street</u>	<u>Limits</u>		<u>SY</u>
AM/PM Split **Alta Tierra Road	Robleda Rd	TO La Paloma Rd	3,041
AM/PM Split ** Moody Road	Elena Road	TO 570 W/O Murietta Lane	18,379
			21,420

8/26/16, (Green)

<u>Street</u>	<u>Limits</u>		<u>SY</u>
1/2 Split **Stonebrook Drive	El Monte Road	TO Teresa Way	4,912
Elena Road	Vinedo Lane	TO Roblenda Road	10,495
Barley Hill Road	Hilltop Drive	TO End	3,246
			18,652

NOTES:

Split ** = 1 Way Traffic W/ Detour

AM/PM Split ** = Perform Half road in Morning other Half in MIDDAY



**Santa Clara County Office of the Sheriff
Weekly Activity Summary
8/8/2016 – 8/14/2016
LOS ALTOS HILLS**



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
8/12	L1	Non-Injury Hit and Run Collision	Occurred at 5:15 PM at Baker Lane and Purissima Road.

DATE/TIME	BEAT	EVENT NUMBER	EVENT TYPE	LOCATION	INFORMATION
DISTURBANCES					
8/10/2016 13:45	L3	16-223-0226	415	OLD PAGE MILL RD @ PAGE MILL RD	INVESTIGATED
8/10/2016 11:35	L1	16-223-0169	415J	PURISSIMA RD @ ROBLEDA RD	INVESTIGATED
8/13/2016 19:32	L3	16-226-0321	415P	GREEN HILLS CT @ ELENA RD	INVESTIGATED
8/13/2016 21:03	L3	16-226-0372	415P	GREEN HILLS CT @ ELENA RD	INVESTIGATED
PHONE THE OFFICE					
8/8/2016 16:14	L3	16-221-0336	1021	71L1	COMPLETE
8/8/2016 18:03	L1	16-221-0376	1021	81L1	COMPLETE
8/8/2016 21:21	L1	16-221-0450	1021	81L1	COMPLETE
8/8/2016 21:54	L1	16-221-0461	1021	81L1	COMPLETE
8/9/2016 11:13	L4	16-222-0175	1021	71L1	COMPLETE
8/9/2016 12:20	L1	16-222-0196	1021	71L1	COMPLETE
8/10/2016 19:37	L1	16-223-0380	1021	81L1	COMPLETE

			FIREARM DISCHARGED		
8/8/2016 21:17	L1	16-221-0448	1057	TEMPLETON PL @ W FREMONT RD	INVESTIGATED
			SUSPICIOUS PERSON		
8/9/2016 15:48	L3	16-222-0296	1066	ELENA RD @ AVILA CT	INVESTIGATED
			TREE DOWN		
8/14/2016 7:54	L1	16-227-0088	1068	PURISSIMA RD @ VISCAINO RD	INVESTIGATED
			ABANDONED VEHICLE		
8/11/2016 19:28	L1	16-224-0401	1124	BEAVER LN @ LA CRESTA DR	INVESTIGATED
			TRAFFIC HAZARDS		
8/13/2016 9:12	L1	16-226-0091	1125	LA RENA LN @ DIANNE DR	CITATION ISSUED
8/14/2016 7:06	L1	16-227-0082	1125	PURISSIMA RD @ VISCAINO RD	INVESTIGATED
			SUSPICIOUS PERSONS		
8/9/2016 12:07	L3	16-222-0193	1154	STIRRUP WY @ ARASTRADERO RD	INVESTIGATED
8/11/2016 23:45	L3	16-224-0498	1154	SADDLE CT @ SADDLE MOUNTAIN DR	INVESTIGATED
8/12/2016 23:31	L1	16-225-0457	1154	ESTACADA DR @ DE BELL RD	INVESTIGATED
8/14/2016 11:17	L5	16-227-0145	1154	OAK KNOLL CL @ OAK PARK CT	INVESTIGATED
8/14/2016 21:00	L5	16-227-0373	1154OC	KATE DR @ LAURA CT	INVESTIGATED
			TRAFFIC CONTROL		
8/12/2016 9:01	L3	16-225-0103	1184	CRESCENT LN @ ELENA RD	COMPLETE

VEHICLE STOPS

8/8/2016 9:14	L4	16-221-0099	1195	ALTAMONT RD @ TAAFFE RD	CITATION ISSUED
8/8/2016 9:52	L3	16-221-0121	1195	ELENA RD @ ROBLEDA RD	WARNING ISSUED
8/9/2016 9:06	L4	16-222-0105	1195	ALTAMONT RD @ TAAFFE RD	WARNING ISSUED
8/9/2016 9:43	L4	16-222-0127	1195	ALTAMONT RD @ TAAFFE RD	CITATION ISSUED
8/9/2016 10:07	L4	16-222-0144	1195	ALTAMONT RD @ TAAFFE RD	CITATION ISSUED
8/10/2016 11:13	L4	16-223-0156	1195	MOODY RD @ ALTAMONT RD	CITATION ISSUED
8/10/2016 11:36	L4	16-223-0170	1195	MOODY RD @ ALTAMONT RD	CITATION ISSUED
8/11/2016 9:02	L2	16-224-0108	1195	MAGDALENA AV @ HILLVIEW RD	CITATION ISSUED
8/11/2016 9:25	L2	16-224-0119	1195	HILLVIEW RD @ MAGDALENA RD	CITATION ISSUED
8/11/2016 11:32	L4	16-224-0169	1195	MOODY RD @ ALTAMONT RD	CITATION ISSUED
8/11/2016 12:16	L1	16-224-0197	1195	I-280 @ EL MONTE RD	CITATION ISSUED
8/11/2016 12:16	L4	16-224-0198	1195	MOODY RD @ ALTAMONT RD	CITATION ISSUED
8/11/2016 12:36	L4	16-224-0209	1195	MOODY RD @ ALTAMONT RD	CITATION ISSUED
8/11/2016 12:38	L4	16-224-0210	1195	MOODY RD @ ALTAMONT RD	CITATION ISSUED
8/12/2016 8:14	L3	16-225-0079	1195	ELENA RD @ CRESCENT LN	CITATION ISSUED
8/12/2016 8:42	L3	16-225-0095	1195	ELENA RD @ CRESCENT LN	CITATION ISSUED
8/12/2016 9:11	L3	16-225-0109	1195	ELENA RD @ CRESCENT LN	CITATION ISSUED
8/12/2016 9:28	L3	16-225-0113	1195	ELENA RD @ CRESCENT LN	CITATION ISSUED
8/13/2016 12:03	L1	16-226-0145	1195	W FREMONT RD @ ST FRANCIS DR	WARNING ISSUED
8/13/2016 13:57	L3	16-226-0186	1195	STIRRUP WY @ ARASTRADERO RD	CITATION ISSUED
8/13/2016 14:13	L4	16-226-0193	1195	MOODY RD @ EL MONTE RD	CITATION ISSUED
8/13/2016 14:23	L3	16-226-0201	1195	ARASTRADERO RD @ STIRRUP WY	WARNING ISSUED
8/13/2016 14:29	L3	16-226-0204	1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
8/13/2016 14:38	L4	16-226-0206	1195	MOODY RD @ EL MONTE RD	WARNING ISSUED
8/13/2016 14:41	L5	16-226-0207	1195	EL MONTE RD @ STONEBROOK DR	CITATION ISSUED
8/13/2016 14:43	L3	16-226-0208	1195	STIRRUP WY @ ARASTRADERO RD	CITATION ISSUED

8/13/2016 20:25	L3	16-226-0352	1195	ARASTRADERO RD @ PAGE MILL RD	CITATION ISSUED
8/14/2016 20:02	L3	16-227-0349	1195	ARASTRADERO RD @ STIRRUP WY	WARNING ISSUED
8/14/2016 20:30	L3	16-227-0361	1195	ARASTRADERO RD @ TWIN OAKS CT	CITATION ISSUED

TRAFFIC COLLISIONS

8/12/2016 17:15	L1	16-225-0308	20002	BAKER LN @ PURISSIMA RD	INVESTIGATED
8/12/2016 21:15	L3	16-225-0404	20002	EL MONTE RD @ STONEBROOK DR	INVESTIGATED

RECKLESS DRIVING

8/12/2016 10:47	L1	16-225-0142	23103	I-280 @ EL MONTE RD	INVESTIGATED
8/14/2016 15:17	L1	16-227-0229	23103	I-280 @ EL MONTE RD	INVESTIGATED

SPEED CONTEST

8/8/2016 20:51	L1	16-221-0434	23109	W FREMONT RD @ WESTON DR	INVESTIGATED
----------------	----	-------------	-------	--------------------------	--------------

ALARM CALLS

8/8/2016 7:08	L5	16-221-0048	1033A	OLIVE TREE LN @ BLANDOR WY	FALSE ALARM
8/9/2016 5:07	L1	16-222-0058	1033A	CAMPO VISTA LN @ W FREMONT RD	FALSE ALARM
8/9/2016 5:28	L3	16-222-0062	1033A	TRACY CT @ ARASTRADERO RD	FALSE ALARM
8/9/2016 5:53	L3	16-222-0066	1033A	STANFORD CT @ LIDDICOAT CL	FALSE ALARM
8/9/2016 15:48	L3	16-222-0297	1033A	RADCLIFFE LN @ LIDDICOAT DR	FALSE ALARM
8/10/2016 12:39	L1	16-223-0200	1033A	LA PALOMA RD @ LYNNDALE WY	FALSE ALARM
8/10/2016 12:41	L1	16-223-0201	1033A	MINORCA CT @ PURISSIMA RD	FALSE ALARM
8/11/2016 7:27	L6	16-224-0074	1033A	W LOYOLA DR @ BERKSHIRE DR	FALSE ALARM
8/12/2016 11:33	L1	16-225-0160	1033A	W FREMONT RD @ FREMONT PINES LN	FALSE ALARM
8/13/2016 8:00	L3	16-226-0069	1033A	ELENA RD @ JOSEFA LN	FALSE ALARM
8/13/2016 10:40	L2	16-226-0116	1033A	EL MONTE RD @ O KEEFE LN	FALSE ALARM
8/10/2016 19:27	L4	16-223-0376	1033S	FRANCEMONT DR @ MOODY RD	FALSE ALARM

8/10/2016 6:32	L1	16-223-0057	ALARM	MIRANDA RD @ LA LANNE CT	FALSE ALARM
ANIMAL COMPLAINT					
8/11/2016 23:18	L4	16-224-0488	1091B	PAGE MILL RD @ ALTAMONT CL	INVESTIGATED
9-1-1 ABANDONED CALLS					
8/8/2016 16:46	L1	16-221-0348	911ABN	CARADO CT @ MIRANDA RD	INVESTIGATED
8/12/2016 10:41	L1	16-225-0138	911ABN	ESPERANZA DR @ CONCEPCION RD	INVESTIGATED
8/10/2016 17:07	L1	16-223-0324	911CEL	VISCAINO PL @ VISCAINO RD	INVESTIGATED
8/11/2016 10:31	L3	16-224-0147	911CEL	ROBLE BLANCO @ PASEO DEL ROBLE	INVESTIGATED
8/13/2016 19:46	L3	16-226-0332	911CEL	GREEN HILLS CT @ ELENA RD	INVESTIGATED
8/13/2016 21:29	L3	16-226-0390	911CEL	DUVAL WY @ ROBLEDA RD	INVESTIGATED
8/8/2016 23:12	L1	16-221-0494	911UNK	LA PALOMA RD @ W FREMONT RD	INVESTIGATED
8/11/2016 18:06	L1	16-224-0373	911UNK	NORMANDY LN @ O KEEFE LN	INVESTIGATED
PUBLIC SAFETY ASSISTANCE					
8/14/2016 0:16	L1	16-227-0005	AID	RENETTA CT @ UNIVERSITY AV	COMPLETE
8/14/2016 14:39	L3	16-227-0212	AID	I-280 @ PAGE MILL RD	COMPLETE
CITIZEN FLAG DOWN					
8/13/2016 16:08	L1	16-226-0250	CITZFD	W EDITH AV @ W FREMONT RD	INVESTIGATED
FOLLOW-UP					
8/8/2016 21:31	L5	16-221-0452	FU	CAMINO HERMOSO @ EL CAMINITO RD	COMPLETE
8/13/2016 12:45	L3	16-226-0157	FU	PAGE MILL RD @ I-280	COMPLETE

INFORMATION ONLY

8/14/2016 15:20	L1	16-227-0232	BTINFO	EL MONTE RD @ I-280	INFORMATION GIVEN
8/9/2016 15:30	L1	16-222-0284	INFO	LA CRESTA DR @ NINA PL	INFORMATION GIVEN
8/9/2016 18:00	L1	16-222-0342	INFO	PURISSIMA RD @ LA PALOMA RD	INFORMATION GIVEN
8/9/2016 18:02	L1	16-222-0343	INFO	PURISSIMA RD @ LA PALOMA RD	INFORMATION GIVEN
8/10/2016 8:29	L1	16-223-0080	INFO	I-280 @ EL MONTE RD	INFORMATION GIVEN
8/11/2016 8:00	L5	16-224-0085	INFO	PROSPECT AV @ EMERALD HILL LN	INFORMATION GIVEN
8/11/2016 10:41	L3	16-224-0152	INFO	BECKY LN @ ELENA RD	INFORMATION GIVEN
8/11/2016 18:09	L1	16-224-0376	INFO	NORMANDY LN @ O KEEFE LN	INFORMATION GIVEN
8/11/2016 19:14	L3	16-224-0396	INFO	CORTEZ LN @ ALTAMONT RD	INFORMATION GIVEN
8/11/2016 20:39	L1	16-224-0428	INFO	SEVEN ACRES LN @ W FREMONT RD	INFORMATION GIVEN
8/12/2016 9:47	L1	16-225-0120	INFO	I-280 @ EL MONTE RD	INFORMATION GIVEN
8/12/2016 13:43	L5	16-225-0217	INFO	BLANDOR WY @ MAGDALENA RD	INFORMATION GIVEN
8/12/2016 15:26	L2	16-225-0260	INFO	I-280 @ MAGDALENA RD	INFORMATION GIVEN
8/12/2016 16:18	L5	16-225-0287	INFO	FERNHILL DR @ LOMITA LINDA CT	INFORMATION GIVEN
8/12/2016 18:32	L1	16-225-0336	INFO	O KEEFE LN (D1) @ DOVER CT	INFORMATION GIVEN
8/12/2016 20:02	L3	16-225-0367	INFO	ELENA RD @ TAAFFE RD	INFORMATION GIVEN
8/13/2016 8:02	L3	16-226-0070	INFO	ARASTRADERO RD @ PAGE MILL RD	INFORMATION GIVEN
8/14/2016 10:13	L3	16-227-0121	INFO	ARASTRADERO RD @ TWIN OAKS CT	INFORMATION GIVEN
8/14/2016 19:29	L3	16-227-0335	INFO	DEZHARA WY @ TAAFFE RD	INFORMATION GIVEN
8/14/2016 21:51	L5	16-227-0396	INFO	DAWSON DR @ REBECCA LN	INFORMATION GIVEN

PATROL CHECKS

8/8/2016 16:04	L5	16-221-0324	PATCK	PRISCILLA LN @ STONEBROOK DR	COMPLETE
8/8/2016 16:29	L5	16-221-0342	PATCK	KATE DR @ TERESA WY	COMPLETE
8/8/2016 20:15	L5	16-221-0425	PATCK	DAWSON DR @ REBECCA LN	COMPLETE
8/10/2016 8:34	L1	16-223-0081	PATCK	BAKER LN @ PURISSIMA RD	COMPLETE

8/10/2016 19:24	L6	16-223-0374	PATCK	W LOYOLA DR @ BERKSHIRE DR	COMPLETE
8/10/2016 20:01	L3	16-223-0389	PATCK	MATADERO CREEK LN @ MATADERO CREEK CT	COMPLETE
8/11/2016 17:50	L6	16-224-0365	PATCK	ELOISE CL @ BERKSHIRE DR	COMPLETE
8/12/2016 1:00	L3	16-225-0016	PATCK	SADDLE CT @ SADDLE MOUNTAIN DR	COMPLETE
8/12/2016 19:19	L5	16-225-0355	PATCK	LONE OAK LN @ MAGDALENA RD	COMPLETE
8/14/2016 11:57	L5	16-227-0156	PATCK	PRISCILLA LN @ STONEBROOK DR	COMPLETE

**STRANDED
MOTORISTS**

8/8/2016 16:37	L1	16-221-0345	STRAND	PURISSIMA RD @ ARASTRADERO RD	INVESTIGATED
8/9/2016 8:25	L4	16-222-0087	STRAND	MOODY RD @ ALTAMONT RD	INVESTIGATED

WELFARE CHECK

8/14/2016 21:06	L3	16-227-0376	WELCK	NATOMA RD @ LA VIDA REAL	COMPLETE
-----------------	----	-------------	-------	--------------------------	----------

Victoria Dye Equestrian, LLC
Profit & Loss - Current Month and YTD
July 2016

	Boarding		School		TOTAL	
	Jul 16	Jan - Jul 16	Jul 16	Jan - Jul 16	Jul 16	Jan - Jul 16
Ordinary Income/Expense						
Income						
Camps - Town Sold			27,302.50	36,771.45	27,302.50	36,771.45
Clinics				4,000.00		4,000.00
Reimbursements						
Bedding Reimbursement	36.00	242.50			36.00	242.50
Feed Reimbursements	1,496.00	8,659.00			1,496.00	8,659.00
Reimbursed Expenses				7,627.13		7,627.13
Show Reimbursement				6,381.00		6,381.00
Town Water Reimbursements	1,043.77	1,801.48			1,043.77	1,801.48
Total Reimbursements	2,575.77	10,702.98		14,008.13	2,575.77	24,711.11
Services						
Boarding	25,568.00	189,003.25			25,568.00	189,003.25
Lessons			26,490.86	114,258.70	26,490.86	114,258.70
Total Services	25,568.00	189,003.25	26,490.86	114,258.70	52,058.86	303,261.95
Subsidy	3,000.00	21,000.00			3,000.00	21,000.00
Total Income	31,143.77	220,706.23	53,793.36	169,038.28	84,937.13	389,744.51
Gross Profit	31,143.77	220,706.23	53,793.36	169,038.28	84,937.13	389,744.51
Expense						
Advertising and Promotion			384.60	2,139.17	384.60	2,139.17
Automobile Expense						
Fuel				42.11		42.11
Insurance	240.08	1,607.79			240.08	1,607.79
Total Automobile Expense	240.08	1,607.79		42.11	240.08	1,649.90
Bank Service Charges	9.95	1,018.95			9.95	1,018.95
Bedding		9,873.65	36.00	242.50	36.00	10,116.15
Boarding Expense	140.47	140.47	750.00	6,795.00	890.47	6,935.47
Camp Expenses			1,789.08	2,930.31	1,789.08	2,930.31
Commissions						
Town of Los Altos				16,904.26		16,904.26
Total Commissions				16,904.26		16,904.26
Dues and Subscriptions		20.00				20.00
Feed, Grain and Hay		29,514.98	2,055.16	10,456.35	2,055.16	39,971.33
Insurance						
Equine Insurance		2,361.00		4,082.00		6,443.00
Umbrella Policy		1,648.00				1,648.00
Total Insurance		4,009.00		4,082.00		8,091.00
Licenses and Fees		85.50		85.50		171.00
Merchant deposit fees	22.95	124.65			22.95	124.65
Office Supplies		112.28	15.21	48.36	15.21	160.64
Offsite School Horse Boarding			800.00	4,800.00	800.00	4,800.00
Outside Services	1,580.00	7,385.00	86.00	4,013.98	1,666.00	11,398.98
Payroll Expenses						
Health Insurance	413.60	2,987.50			413.60	2,987.50
Officer Salary	4,250.00	29,750.00			4,250.00	29,750.00
Processing Fee	7.00	44.62	7.00	37.63	14.00	82.25
Taxes	1,019.45	8,171.29	554.69	2,011.74	1,574.14	10,183.03
Wages	8,483.00	59,840.50	5,101.00	18,950.00	13,584.00	78,790.50
Work Comp	10,485.54	26,298.83	4,493.79	11,270.87	14,979.33	37,569.70
Total Payroll Expenses	24,658.59	127,092.74	10,156.48	32,270.24	34,815.07	159,362.98
Pest Control	157.50	1,260.00			157.50	1,260.00
Postage and Delivery	26.00	204.00		51.00	26.00	255.00
Professional Development				312.00		312.00
Professional Fees						
Accounting	1,200.00	9,010.00		610.00	1,200.00	9,620.00
Total Professional Fees	1,200.00	9,010.00		610.00	1,200.00	9,620.00
Repairs						
Equipment Repairs		174.67		609.87		784.54
Facility Repairs		4,831.61				4,831.61
Total Repairs		5,006.28		609.87		5,616.15
School IEA				200.00		200.00
Shoeing			1,230.00	10,010.00	1,230.00	10,010.00
Show				971.39		971.39
Supplies	102.49	1,940.67	1,951.18	10,651.08	2,053.67	12,591.75
Taxes						
State		1,200.00		1,200.00		2,400.00
Total Taxes		1,200.00		1,200.00		2,400.00
Telephone & Communications	298.96	2,000.84	139.20	884.80	438.16	2,885.64
Tractor Expense						
Fuel	166.81	1,016.96			166.81	1,016.96
Rental	50.00	350.00			50.00	350.00
Repairs & Maintenance		211.00				211.00
Total Tractor Expense	216.81	1,577.96			216.81	1,577.96
Trailerling				675.00		675.00
Travel & Ent						
Meals	83.26	218.13	274.16	662.56	357.42	880.69
Travel				175.38		175.38
Total Travel & Ent	83.26	218.13	274.16	837.94	357.42	1,056.07
Utilities						
Gas and Electric and Propane	10.51	371.88			10.51	371.88
Water	1,227.60	2,819.50			1,227.60	2,819.50
Total Utilities	1,238.11	3,191.38			1,238.11	3,191.38
Vet & Medical Expense			1,902.00	11,129.60	1,902.00	11,129.60

Victoria Dye Equestrian, LLC
Profit & Loss - Current Month and YTD
July 2016

	<u>Boarding</u>		<u>School</u>		<u>TOTAL</u>	
	<u>Jul 16</u>	<u>Jan - Jul 16</u>	<u>Jul 16</u>	<u>Jan - Jul 16</u>	<u>Jul 16</u>	<u>Jan - Jul 16</u>
Total Expense	29,975.17	206,594.27	21,569.07	122,952.46	51,544.24	329,546.73
Net Ordinary Income	1,168.60	14,111.96	32,224.29	46,085.82	33,392.89	60,197.78
Net Income	<u>1,168.60</u>	<u>14,111.96</u>	<u>32,224.29</u>	<u>46,085.82</u>	<u>33,392.89</u>	<u>60,197.78</u>

Westwind Community Barn Monthly Report August 2016

Horse Summary

Occupancy	Barn	Paddock	Pasture	Total Boarding	Total inc 4-H and School horses
January	16	3/ 4 in shared	15	38	38+7+15= 60
February	19	4/4 in shared	15	42	42+7+13=62
March	19	3/4 in shared	14	40	40 + 7 + 14 = 61
April	19	4/3 in shared	15	41	41+6+15=62
May	19	5/3 in shared	14	41	41+6+15=62
June	19 (15)	5/ 2 in shared	14	40 (36)	40 + 7 + 15 = 62
July	14	4/4 in shared	14	36	36 + 7 + 15 = 58
August	19	5/4 in shared	16	44	44 + 7 + 16 = 67
September					
October					
November					
December					

New/ lost Boarders

**Lost/Leaving
Stall**

**New
Stall**

Paddock

Maxine/ Michel – moved to paddock
Sugar/ Magruder will move to paddock out of pasture

Pasture

Jana Marquardt
Stacia Garr

Current Trainers

Heather Franco
Sharon Wormhoudt

Leaving Trainers –

Starting an IEA program
Bedding order
Hay order

Activities –this month

Issues-

Disputes-

Injuries-

Repairs made –

Capital Repairs –

VDE HORSES AND LOCATION (16)

BYRNE PASTURE

Sarge

Apples

Aj

Checkers

Caramia

Dublin

Luna

Boots

PADDOCK

Magic

Jasper

Pari

VDE PENS

Danny

Ole

Simon

Fox

Justin

4H Horses (7)

Steele

Sparky

Libby

Tango

Cinders

Reno

Trinity