



Town Manager's Report for May 7 -11, 2018

Items to report on from last week include the following:

Planning/ Building/ Engineering Update:

The **City Engineer's Report** is attached. Changes in project status from the previous City Engineer's Report are shown in **red text**. The Grassroots Ecology quarterly Report is also attached.

Public Safety Update:

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

Administrative Services Update:

Consulting Project Manager Jim Steele is working on the Budget. Our top candidate for the Administrative Services Director position has accepted our offer. Reference check is complete and background check underway. Start date is 2nd week in July.

Parks & Recreation Update:

The **Pathways Run/Walk** was held on Saturday, May 5th at Westwind Community Barn. We had a 17% percent increase in registered runners this year 413 (2017) vs. 495 (2018). Thank you to Scott Vanderlip, Patty Radlo, Neil Katin, CERTs/HAMs, Youth Commission and **sponsors** that made this year possible.

We had 8 staff participate in **Bike to Work Bay Area** on Thursday, May 10th. Bravo LAH!

The Town will be hosting its first **Touch a Truck** event on Saturday, May 19th from 10:00-11:00 am at Town Hall. Trucks include: GreenWaste, Sheriff, Fire, Bookmobile and Public Works Gator!

The **21st Annual Town Picnic** is happening on Sunday, June 3rd from 12:30-4:00 pm at Purissima Park. Registration is open **online**.

Victoria Dye Equestrian registration for **Summer Riding Camp** is going well. As of May 10th registrations are as follows:

Summer Riding Camp Session 1: Beginner A = 7 registrations
Summer Riding Camp Session 2: Beginner A = 18 registrations (waitlist)
Summer Riding Camp Session 3: Beginner B = 18 registrations (waitlist)
Summer Riding Camp Session 4: Beginner A = 16 registrations
Summer Riding Camp Session 5: Beginner B = 13 registrations
Summer Riding Camp Session 6: Mini Beginner A = 5 registrations
Summer Riding Camp Intermediate = 18 registrations (waitlist)
Summer Riding Camp Advanced = 11 registrations
Registration #'s = 106 total

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

Thanks.

Carl

Tasks	Project Name	Project Manager	Latest Status
1	<p>Page Mill Interchange /I-280 Safety Bicycle Improvement (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 109)</p>	AC	<p>(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. (9-9-16) City Attorney reviewed and approved edits made by the County. Item to be presented to Council at their October meeting. (10-21-16) The City Council approved the cost sharing agreement with the County and City of Palo Alto. The Town's share of the project is \$20,000. (12-9-2016) The Town has issued \$20,000 shared payment to the County. (1-27-2017) Caltrans is reviewing the encroachment permit application from the County. County indicated it is expected to obtain the permit from Caltrans in February and then advertising with the tentative award date in early April. (5-12-27) County put project to bid with bid opening of May 18, 2017. County is still waiting for Caltrans to provide encroachment permit in time or forced to issue an addendum to delay the bid opening. (6-23-17) Santa Clara County notified the Town this project will be put on hold pending further maintenance agreement between Caltrans and County. County indicated that Caltrans required strict maintenance agreement requirements which were not approved by the Board of Supervisors. (8-11-17) Santa Clara County Road and Airport Department Director will give a presentation at 8/17/17 Council meeting to update the status (8-18-17) City Council directed staff to provide assistance to the County and Caltrans if applicable for the maintenance agreement between the two parties. (9-1-17) Staff has contacted the County Road and Air Port Department to offer assistance (5-4-18) An email response from the SCC Road and Airport 4/30/18: Project has need designed and is ready for advertisement. Caltrans added conditions to SCC's encroachment permit and the conditions are not acceptable to the County. Caltrans part of project has been advertised and is expected to award soon.</p>
2	<p>Sewer Operations</p>	C/AC	<p>(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. (8-26-16) The June 2016 summary of O&M activities is attached. (9-30-16) The June 2016 status update of sewer activities and the July 2016 summary of O&M activities are attached. (11-10-16) The August 2016 summary of O&M activities is attached. An update of the sewer system will be presented to the City Council at the November meeting. (11-18-16) The July 2016 status update of sewer activities. An update of the sewer system has been postponed to the January 2017 City Council meeting. (12-2-16) The September 2016 summary of O&M activities is attached. (12-16-16) The August 2016 status update of sewer activities is attached. (1-13-2017) The October 2016 summary of O&M activities is attached. The September 2016 status update of sewer activities is attached. (1-20-2017) An update of the sewer system will be presented to the City Council at the January meeting. (2-3-2017) Sewer system operation was updated to the City Council on 1-25-2017 Council meeting. (2-10-2017) The November 2016 summary of O&M activities and the October 2016 status update of sewer activities are attached. (3-3-2017) The November 2016 status update of the sewer activities are attached. (3-10-2017) The December 2016 summary of O&M activities is attached. (3-17-2017) The January 2017 summary of O&M activities is attached. (4-14-2017) The December 2016 status update of sewer activities and the February 2017 summary of O&M activities are attached. (5-5-2017) The January 2017 status update of sewer activities and the March 2017 summary of O&M activities are attached. (6-2-2017) The February 2017 status update of sewer activities and the April 2017 summary of O&M activities are attached. (6-30-2017) West Bay's Board report for activities in LAH in the month of March and April are attached. (8-18-2017) The April 2017 status update of sewer activities is attached. (9-15-2017) The April/May 2017 status update of sewer activities and the June 2017 summary of O&M activities are attached. (9-29-2017) Town staff met with WBSD to discuss the remaining cleaning and CCTV status and the upcoming cleaning, CCTV, and root foaming maintenance program. (11-3-17) 2017 August O&M summary and 2017 June progress report are attached. (1-4-18) 2017 September O&M summary and 2017 July progress report are attached. August progress report is scheduled to be sent to Town week of 8 JAN. (1-11-18) 2017 October O&M summary is attached. (1-26-18) 2017 November O&M summary is attached. (2/12/18) Three bids received for Page Mill emergency repairs. (2-16-18) 2017 August progress report is attached; City Council approved a sewer repair project at the 2/15/18 Council Meeting (3-2-18) The CC approved Emergency Repair project is completed. (4-13-18) 2017 December O&M summary and 2018 January O&M summary are attached. (5-4-18) 2017 September and October progress reports are attached. (5-11-18) Staff has started working with NBS on the Tax Roll Assessment that will be brought to City Council in June.</p>

Tasks	Project Name	Project Manager	Latest Status
3	Wet weather flow monitoring	C/AC	<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. (1-20-2017) VWHA completed their effort to estimate average daily flow using the 2016 flow monitoring data. Staff is reviewing the preliminary report prior to discussion with the Cities of Los Altos and Palo Alto. (2-3-2017) At the request of the vice-chair, the preliminary report was sent to Finance and Investment Committee for review. (6-16-17) Staff still has not received comments from the Cities. However, since water consumption data is going to be used as the primary data to calibrate the hydraulic model after meeting with the master plan team, VWHA is going amend the average flow calculation based on water consumption data. (8-4-2017) VWHA provided an updated draft average flow calculation technical memo. Staff provided the updated draft to Vice Chair of FIC. (12-1-2017) Staff had discussions with Los Altos and Palo Alto about the flow monitoring report and will resume discussions later. (4-6-2018) Staff instructed VWHA to update the flow monitoring report per discussions with LA and PA to include the water consumption data through 3/31/2018.</p>
4	2018 Sanitary Sewer Repair and Replacement Project	C/AC	<p>(2-2-18) Staff has began the review and wotk with consultants for CIP project list. (5-11/18) Staff has finalized the CIP list and will bring the specifications for Council approval at at the May Council Meeting.</p>
5	Town-Wide Creek Maintenance Permit	JC/JK	<p>(2-24-2017) A concerned resident contacted staff about the bridge culvert and immediate upstream maintenance issue for Matadero Creek at Page Mill Road. Staff is evaluating the site condition. (3-17-2017) Staff is working with consultant to evaluate the bridge culvert and maintenance issue. (3-31-2017) Staff met with the consultant to study the feasibility of obtaining a permit to maintain the creek. (5-5-17) Consultant study recommends to obtain a town-wide creek maintenance permit. Staff will request for approval under 2017-18 budget. (6-16-17) The City Council approved the town-wide/10-year maintenance permit budget request on 06-15-2017 City Council Meeting. (12-22-17) Staff has started the RFP preparation (01-26-18) Staff received three proposals and will evaluate the consultants (2-23-18) Staff is finalizing the selection of consultant. (3-9-18) Staff finalized the consultant selection process and will recommend the City Council in March 22 meeting to award the contract. (3-23-18) Staff report was removed from 3/22/18 consent agenda for further evaluation. (4-13-18) Staff revised the report and will bring back to April Council meeting for acceptance. (4-27-18) City Council approved the Creek Maintenance Permit Contract at 4/19/18 Council meeting</p>

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6	Sanitary Sewer Master Plan Update (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 114)	C/AC	<p>(11-18-2016) The City Council approved the contract in the November Council meeting. (12-2-16) Staff to have the kick-off meeting with Woodard and Curran, Inc (12-22-16) Kick-off meeting was held on 12-14-2016. (1-20-2017) Consultant is in the process of gathering data to form the basis of the hydraulic model. Data includes GIS information, manhole survey, flow monitoring and rainfall data, population, parcel, water consumption, and etc. The initial hydraulic model network development effort will take approximately 2 months. Development of existing model loads will follow after the completion of the network. (3-10-2017) Staff received water usage data from Purissima Water District and Cal Water. (3-31-2017) One of the data the master plan consultant needs prior to loading the network is data for the manholes along the selected trunk line. To date, 225 out of 286 manholes have been surveyed. The manhole survey effort has been much more difficult than anticipated due to most of manholes survey have been under heavy tree shades which prevent GPS satellites reading. Staff is facilitating this effort by locating the remaining manholes in advance of the survey work. (6-16-17) Staff had a milestone meeting with the master plan team. In short, the dry weather flow was been calibrated and the wet weather flow calibration is in progress. The team discussed some anomalies found during the model calibration, steps taken to address them, and information needed to further refine the model, which is based on water consumption data. (8-11-17) Dry weather calibration has been completed. Consultant is reviewing and confirming wet weather calibration. (8-18-2017) Consultant finalized the wet weather calibration. Consultant is completing the existing scenario analysis and is nearly ready to run the future scenario of the hydraulic model. (9-15-2017) Consultant and Town staff reviewed the preliminary capacity analysis results for three scenarios (existing flows; flows with all properties within 200 ft of existing main connected; and a full septic conversion scenario). Consultant is reviewing capacity deficiencies in more detail, and developing capacity projects to address those deficiencies. Consultant and Town staff to meet on September 25 to review the capacity projects. (9-29-2017) Consultant and Town staff reviewed the revised capacity analysis results for three scenarios (existing flows; flows with all properties within 200 ft of existing main connected; and a full septic conversion scenario). Consultant and Town staff reviewed the draft capacity projects to address identified deficiencies and will request additional invert and pipe size information from Palo Alto and WBSD. (12-1-2017) Waiting for additional information from Palo Alto to finalize the draft report. (1-5-2018) Pipe size and depth information for the Page Mill Road sewer has been received from Palo Alto and forwarded to Woodard & Curran. (1-26-18) WBSD has confirmed pipe sizes on Edith Avenue, data forwarded to Woodard & Curran. (2-9-18) WBSD has confirmed pipe sizes on Adobe Lane, data forwarded to Woodard & Curran. (3-9-2018) Town completed review and Woodard & Curran to finalize the report by Mid-March. (4-13-2018) Woodard & Curran completed the final report and will be sending hard-copy to the Town. Staff will agendize the Master PAn for the May City Council Meeting. (4-27-2018) Town received 5 hard-copies of the Final Wastewater Collection System Master Plan.</p> <table border="1"> <thead> <tr> <th colspan="13">Current Schedule</th> </tr> <tr> <th rowspan="2">Task</th> <th colspan="11">2017</th> <th>2018</th> </tr> <tr> <th>JAN</th> <th>FEB</th> <th>MAR</th> <th>APR</th> <th>MAY</th> <th>JUN</th> <th>JUL</th> <th>AUG</th> <th>SEPT</th> <th>DEC</th> <th></th> <th>MAY</th> </tr> </thead> <tbody> <tr> <td>Data Collection & Review</td> <td>█</td> <td></td> </tr> <tr> <td>Hydraulic Model Development & Calibration</td> <td>█</td> <td>█</td> <td>█</td> <td>█</td> <td>█</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>System Evaluation</td> <td></td> <td></td> <td></td> <td></td> <td>█</td> <td>█</td> <td>█</td> <td>█</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Capacity CIP Development</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>█</td> <td>█</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Draft Master Plan</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>█</td> <td>█</td> <td>█</td> </tr> <tr> <td>Final Master Plan</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>█</td> <td>█</td> <td>█</td> </tr> <tr> <td>City Council Adoption</td> <td></td> <td>█</td> </tr> </tbody> </table>	Current Schedule													Task	2017											2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	DEC		MAY	Data Collection & Review	█												Hydraulic Model Development & Calibration	█	█	█	█	█								System Evaluation					█	█	█	█					Capacity CIP Development								█	█				Draft Master Plan										█	█	█	Final Master Plan										█	█	█	City Council Adoption												█
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7	I-280 Repaving	AC	<p>(2-24-2017) Repaving work is scheduled for 2018/19 Program year as shown in approved 2016 SHOPP program (http://www.dot.ca.gov/hq/transprog/shopp.htm) (12-22-17) Latest SHOPP indicates I-280 repaving begins 10/8/2019</p>																																																																																																																																	

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8	<p>Page Mill/Moon Lane Pedestrian Bridge (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 110)</p>	<p>JC/AC</p>	<p>(3-10-2017) Staff has started the design phase by preparing documentation and contacting consultants. (3-17-17) RFP sent out to consultants. (4-28-17) Three proposals received and staff has met with Pathway Committee for project update. (6-30-17) Staff has selected consultant for the design project. (7-14-17) Agreement for design project will be presented to 7/20 Council meeting for approval at not to exceed \$20,000 (7-21-17) City Council approved the design contract with ENGEO at 7/20/17 City Council meeting. (8-4-17) Kick off Meeting scheduled on 8/4/17 (9-8-17) Consultant started topographic survey and soil testing (10-06-17) Consultant submitted preliminary design plan for review (10-20-17) Consultant submitted Notification of Streambed alteration to CA Fish and Game (12-1-17) CA Fish and Game has received the application will notify the Town within 60 days (by end of January 2018) (1-19-18) Town is submitting CEQA document (SCC recording) and to the Department of Fish and Wildlife. The agreement with Fish and Wildlife should be completed soon after. (2-16-18) Staff submitted agreement to CA Wildlife. (3-2-18) Staff is working with the consultant to prepare for the bid package (3-16-18) project is advertised, Bid Open 4/4/2018 (4-13-18) Low bid is \$122,000 with two received bids. Staff will recommend for bid acceptance at April City Council meeting and request for additional funding \$56,000 for construction cost. (4-20-18) City Council approved the award of contract to the low bidder and amended the project budget for additional \$56,000 at 4/19/2018 Council meeting (4-27-18) Contractor ordered the pedestrian bridge which requires 60 working days to manufacture.</p>
9	<p>Matadero Creek Erosion - Erosion on Page Mill Road near Baleri Ranch Rd (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 106)</p>	<p>AC</p>	<p>(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. (8-26-16) Army Corp staff indicated that he should be able to get to our project soon. (9-16-16) Army Corp staff indicated that they were pulled away to work on other projects that have become higher priority and that they should be able to review our project soon. (1-20-2017) Army Corps staff has completed 80% of their authorization letter. A mitigation proposal for the Matadero Creek Bank Stabilization project was submitted to the Regional Water Quality Control Board. Staff is working with the consultant to respond to questions-comments from the Board. (1-27-2017) A revised proposal is resubmitted to the Water Quality Control Board for comments.(2-10-2017) US Army Corps of Engineers issued Nationwide Permit 13 for the project. San Francisco Bay Regional Water Quality Control Board (RWQCB) is in the final stage of their review. Consultant will proceed to obtain streambed alteration agreement from the CA Department of Fish and Wildlife Services. (3-17-17) Staff contacted Water Board via voice mail and email to request for status update (4-28-17) Water Board has responded and will issue the permit, currently the consultant is applying permit with California Department of Fish and wildlife (9-15-17) The Regional Water Quality Control Board has additional concerns of some missing information in application. The RWQCB is also require written documentation from the land owners SCVWD and Caltrans to agree to off-site mitigation plantings. Town consultant is addressing both concerns. (10-6-2017) Consultant is preparing the project design for Caltrans encroachment permit. (1-12-18) Consultant will finish the design in two weeks and submit to Caltrans. They expect Caltrans to finish in two months. RWQCB indicated they will issue a permit pending on Caltrans approves of plans. Concurrently, consultant will work on the USACE permit renewal. (2-16-18) Consultant submitted 60% plan to staff for review before submitting to Caltrans (3-2-18) Staff completed the plan review for consultant to submit to Caltrans. (3-9-18) Consultant submitted plan for Caltrans review. (3-30-18) Caltrans provided comments for revisions. (4/13/18) Consultant submitted revised plans to Caltrans on 4/10/18 (5-4-18) Caltrans sent additional comments and consultant has revised the submittal to Caltrans on 5-4-18. US Army Corp Engineers is in the process of re-issuing the expired permit.</p>

Tasks	Project Name	Project Manager	Latest Status
10	Magdalena/Bob Stutz Connector (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 105)	JC/AC	(3-2-18) At 2/26/18 Pathway Committee meeting, the Committee has voted the recommendation to reject the bid result and to construct native path instead. (3-9-18) Staff will recommend the City Council to reject this project at March 22, 2018 City Council meeting. (3-23-18) City Council Rejected all bids at 3/22/18 Council Meeting (3-30-18) Project will be constructed by Town staff later this summer as a native pathway. (4-13-18) A native path is constructed. Staff will finalize the punch list items and also work with Caltrans on the permitted section.
11	Open Space Vegetation Management (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 108)	AC	(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'Keefe and Byrne Preserve for yellow star thistle was performed. (10-14-16) As of July 1, 2016 the Acterra Stewardship Program became Grassroots Ecology. Grassroots Ecology is a fiscally sponsored project of Acterra. Grassroots Ecology quarterly report for July to September 2016 is attached. (1-13-17) Grassroots Ecology quarterly report (2016 Oct-Dec) is attached. (2-3-17) Working with Open Space Committee, the Town has received \$1,000 cost sharing from Grassroots Ecology for the request of building a 250' fence on Byrne Preserve to protect vegetation. (2-24-17) Construction of the 250' fence is tentatively scheduled for the week of 2-27-2016 (3-3-17) 250' fence at Byrne Preserve is constructed. Nearby Drainage is upgraded from 12" to 24". (5-5-17) Grassroots Ecology's quarterly report (2017 January-March) is attached. (7-21-17) Grassroots Ecology's quarterly (2017-Apr-Jun) and 2016-17 Annual Report are attached. (11-9-17) Grassroots Ecology's quarterly progress report 2017 July-September attached (12-08-17) Open Space Committee and Grassroots Ecology are preparing for another SCVWD grant application. (1-12-18) Grassroots Ecology drafted the grant application and submitted 1/12/2018 (3-2-18) Grassroots Ecology's quarterly progress report 2017 October-December attached (5-11-18) Grassroots Ecology's quarterly progress report 2018 January-March attached, Town staff has mowed invasive vegetation spots at Byrne Preserve identified by Grassroots Ecology
12	Annual Road Rehabilitation Project - 2018	JC	(05-11-18) Staff has been working on the 2018 Road Rehab budget and finalized the CIP list and will bring the specifications for Council approval at the May Council Meeting.
13	VTA TAC Meetings and CIP-WG Meeting	AC	(1-5-18) Next VTA TAC meeting is scheduled for 1-10-18 (1-9-18) Next CIP-WG Meeting on 1-23-18 (1-26-18) Staff attended 1-23-18 CIP WG Meeting (2-9-18) Staff attended 2/7/18 VTA TAC meeting (3-2-18) Staff attended 2/27/18 VTA CIP-WG meeting (3-9-18) Staff attended 3/7/18 VTA TAC meeting (4-13-18) Staff attended 4/11/18 VTA TAC meeting (4-24-18) Staff attended 4/24/18 CIP-WG meeting, currently Measure B fund is still being frozen due to a law suit. (5-11-18) Staff attended VTA TAC meeting on 5/9/19
14	Green Infrastructure	JK	(8-18-17) City Council approved Green Infrastructure (GI) Framework at the 8/17/17 Council meeting. GI Plan deadline September 30, 2019. (10-20-17) Staff begins to reach out to consultant for the Green Infrastructure Plan. (11-3-17) Staff met with the consultant to solicit for proposal (4/13/18) Green Infrastructure Plan Consultant Budget will be presented in the FY2018-19 budget.



Grassroots Ecology Progress Report to the Town of Los Altos Hills

January-March 2018

Community Engagement and Education

- This quarter Grassroots Ecology hosted a total of 20 events at Los Altos Hills Open Space Preserves. Sixteen of the events were volunteer workdays and the other four focused on environmental education.
- The annual Juan Prado Mesa workday took place this March. Volunteers worked to remove Italian thistle along the Mary Stutz path and also tackled a small patch of French broom.
- Between January and March volunteers met on nine Monday mornings at Byrne Preserve for “Byrne Brigade”. We were thrilled to have new volunteers join the group, who have now become long-term volunteers, and greatly appreciated the time of additional drop-in volunteers as well.
- The following groups came out to Byrne Preserve this winter to volunteer: National Charities League - Orchard Glen, San Jose State University, Grassroots Ecology interns, Nueva School, and Woodside Priory.
- Bullis Charter School’s fourth grade students came to Byrne Preserve in January. This is the fourth year of partnering with Bullis Charter School for these field trips. Each year students come to Byrne Preserve in the winter to learn about native plant biodiversity and help install native plants. The same students return in the spring to check on their plants and also help remove invasive species and help with native plant care.
- Grassroots Ecology staff went to the Pinewood School middle campus for an assembly to talk about the habitat restoration efforts at Los Altos Hills Open Space Preserves. In April, fifth grade students from Pinewood will come out to Byrne Preserve to learn about local ecology and help with habitat restoration.
- See the chart below for year to date progress. We have already surpassed most of our goals for the year:



Deliverable	Annual Target	YTD Progress	% Annual Target Reached
<i>Workdays</i>	24	35	146%
<i>Volunteers</i>	350	362	103%
<i>Volunteer Hours</i>	1,000	1033	103%
<i>Educational Events</i>	10	6	60%
<i>Ed. Event Attendees</i>	150	190	127%

Invasive Plant Management

This quarter, volunteers helped remove the following species by hand: purple starthistle, Italian thistle, milk thistle, black mustard, poison hemlock, and French broom. Here is a chart of our invasive plant progress this winter:

Target species	# of workdays* (Jan-March '18)	Progress
Black Mustard	2	Black mustard is having a "good" year. We are seeing more of it than we have in the past two years, most likely due to a dry winter. We will suggest mowing of some of the large areas of mustard this spring, but worked with volunteers to clip smaller patches of mustard at the base.
Purple starthistle	2	Thanks to dedicated volunteers the purple starthistle population at Byrne is diminishing quickly. We continue to remove rosettes in target areas along the trails and the Altmont fence line, but the reduction in plants means we are spending much less time on this species than we have in previous years.
Italian thistle	9	Italian thistle was targeted along the woodland trail at Byrne Preserve as well as along the Mary Stutz path at Juan Prado Mesa Preserve.
Milk thistle	5	Volunteers removed milk thistle from the Byrne grassland. Milk thistle has a 9 year seedbank so it is important to stay on top of this species.
Poison Hemlock	4	We continue to tackle poison hemlock along the Westwind Barn fence line. The population on the Byrne Preserve side of the fence is reducing, but the seed bank continues to be replenished from mature plants on the other side of the fence.
French broom at Juan Prado Mesa	1	Removed French broom at Juan Prado Mesa Preserve. We target this patch annually and are making good progress!

*Partial or full workdays dedicated to each species.



Native Plant Revegetation

Volunteers helped to install native plants from the Grassroots Ecology Native Plant Nursery in three distinct areas at Byrne Preserve this year:

1. **Floodplain Planting:** As part of the Santa Clara Valley Water District (SCVWD) grant 180 native grasses, shrubs, and thicket forming plants such as California rose were planted in the “floodplain” area of the Moody Creek tributary. Volunteers planted into an area that was sheetmulched this past fall. All the newly installed plants in this area were also caged with protective tubing. These new plants will be watered about 1-2 times per month during their first year to help establish deep roots.
2. **Grassland Planting:** Volunteers planted 345 forbs, grasses, and small shrubs to infill and expand a planting area we started last year. This “island” planting zone is near a natural spring in a hillside at Byrne Preserve and plants installed last year are beginning to establish nicely and are already beginning to spread seed naturally.
3. **Fire Revegetation:** Approximately 100 native grasses, called creeping wildrye, were planted into an area where the summer 2017 fire passed through. Students from Bullis Charter School helped us plant these grasses in hopes of establishing native species before non native annual grasses come in for the year. This new planting zone is a bit of an experiment, but we are hopeful that the creeping wild rye will establish and serve as a strong competitor to non-native grasses and weeds.

Other

- The Los Altos Hills maintenance team made lovely wooden creek identification signs for the creeks within the Town. The sign installed along Moody Creek within Byrne Preserve fulfills a requirement of the SCVWD grant. Thank you to Jacob, Oswaldo, and crew!
- Seven bird boxes were donated for Byrne Preserve. The boxes were installed this winter, however the horses are very curious about these new additions and have knocked a handful of them down. We will need to work on finding more appropriate locations for the boxes and also securing them better.
- Grassroots Ecology submitted a grant proposal to the SCVWD in January to do work in the lower portion of Westwind Barn where paddocks were taken out last year. In March the SCVWD asked for a revised version of scope to see what could still be accomplished if the grant is awarded at a reduced level.



Bullis Charter at Byrne

Winter 2018





Santa Clara County Office of the Sheriff
Weekly Activity Summary
4/30/2018 – 5/6/2018
LOS ALTOS HILLS



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
4/30	L1	Commercial Burglary	Between 5:00 PM on 4/28 and 6:50 AM on 4/30, unknown suspect(s) entered a residential construction site in the 26000 block of Esperanza Drive through an unsecured front door and took assorted tools for an unknown total loss.
4/30	L3	Non-Injury Collision	Occurred at 3:22 PM at Page Mill Road and Altamont Road.
5/1	L5	Non-Injury Hit and Run Collision	Occurred at 3:16 PM at Elise Court and Magdalena Road.
5/3	L3	Vehicle Burglary	Between 9:30 PM on 5/2 and 7:57 AM on 5/3, unknown suspect(s) broke through the windows of two vehicles and entered a third unlocked vehicle parked in the driveway of a residence in the 22000 block of Stirrup Way and took a checkbook, credit cards, a driver's license, gift cards, keys, purses and vehicle registration for a total loss of about \$1,600.

DATE/TIME	BEAT	EVENT	TYPE	LOCATION	INFORMATION
DISTURBANCES					
5/3/2018 9:57	L3	18-123-0116	415	FOOTHILL LN @ ELENA RD	INVESTIGATED
5/5/2018 13:03	L1	18-125-0179	415M	LA LANNE CT @ MIRANDA RD	INVESTIGATED
BURGLARIES					
4/30/2018 8:05	L1	18-120-0060	459	ESPERANZA DR @ CONCEPCION RD	INVESTIGATED
5/2/2018 10:55	L2	18-122-0194	459	HILLTOP DR @ HILLVIEW RD	INVESTIGATED

5/3/2018 7:57	L3	18-123-0065	459VEH	STIRRUP WY @ SADDLE MOUNTAIN DR	INVESTIGATED
REPORT OF CONDITIONS					
5/1/2018 17:40	L3	18-121-0390	952	PAGE MILL RD @ I-280	INVESTIGATED
PHONE THE OFFICE					
4/30/2018 10:02	L1	18-120-0118	1021	71L1	COMPLETE
4/30/2018 11:56	L3	18-120-0181	1021	JOSEFA LN @ ELENA RD	COMPLETE
5/1/2018 15:20	L1	18-121-0333	1021	71L1	COMPLETE
5/3/2018 12:51	L3	18-123-0201	1021	71L1	COMPLETE
5/3/2018 13:04	L1	18-123-0207	1021	71L1	COMPLETE
GARBAGE COMPLAINT					
4/30/2018 11:54	L4	18-120-0178	1058	MOODY RD @ TANGLEWOOD LN	INVESTIGATED
ABANDONED VEHICLE					
5/3/2018 20:32	L4	18-123-0442	1124	ALTAMONT RD @ MOODY RD	INVESTIGATED
TRAFFIC HAZARD					
5/1/2018 18:48	L3	18-121-0408	1125	PAGE MILL RD @ MOON LN	INVESTIGATED
TRAFFIC COLLISIONS					
5/3/2018 1:44	L1	18-123-0020	1181	EL MONTE RD @ I-280	INVESTIGATED
4/30/2018 15:22	L3	18-120-0264	1182	PAGE MILL RD @ ALTAMONT RD	INVESTIGATED
5/1/2018 13:06	L3	18-121-0255	1182	JOSEFA LN @ ELENA RD	INVESTIGATED
5/1/2018 14:13	L3	18-121-0296	20002	PAGE MILL RD @ ALTAMONT RD	INVESTIGATED
5/1/2018 15:16	L5	18-121-0332	20002	ELISE CT @ MAGDALENA RD	INVESTIGATED

TRAFFIC CONTROL

5/1/2018 9:15	L2	18-121-0105	1184	HILLTOP DR @ HILLVIEW RD	COMPLETE
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VEHICLE STOPS

5/2/2018 9:17	L1	18-122-0118	1195	ALTA TIERRA RD @ ROBLEDA RD	CITATION ISSUED
5/2/2018 10:21	L5	18-122-0170	1195	EL MONTE RD @ STONEBROOK DR	WARNING ISSUED
5/2/2018 11:25	L3	18-122-0221	1195	I-280 @ PAGE MILL RD	CITATION ISSUED
5/2/2018 14:34	L3	18-122-0321	1195	ELENA RD @ ROBLEDA RD	CITATION ISSUED
5/2/2018 14:46	L3	18-122-0325	1195	ELENA RD @ ROBLEDA RD	CITATION ISSUED
5/2/2018 15:22	L3	18-122-0349	1195	ELENA RD @ ROBLEDA RD	CITATION ISSUED
5/2/2018 15:30	L3	18-122-0351	1195	ELENA RD @ JOSEFA LN	CITATION ISSUED
5/3/2018 10:21	L3	18-123-0127	1195	LIDDICOAT DR @ ARASTRADERO RD	CITATION ISSUED
5/3/2018 16:54	L3	18-123-0345	1195	PAGE MILL RD @ I-280	CITATION ISSUED
5/4/2018 19:04	L2	18-124-0338	1195	MAGDALENA RD @ I-280	WARNING ISSUED

PARKING VIOLATIONS

5/5/2018 8:06	L4	18-125-0064	22500	RHUS RIDGE RD @ MOODY RD	CITATION ISSUED
5/5/2018 9:38	L4	18-125-0096	22500	MOODY RD @ RHUS RIDGE RD	CITATION ISSUED
5/5/2018 11:44	L4	18-125-0145	22500	FRANCEMONT DR @ MOODY RD	CITATION ISSUED

RECKLESS DRIVING

5/2/2018 19:14	L3	18-122-0450	23103	PAGE MILL RD @ CHRISTOPHERS LN	INVESTIGATED
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ALARM CALLS

5/1/2018 21:07	L3	18-121-0461	1033A	STANFORD CT @ LIDDICOAT CL	FALSE ALARM
5/2/2018 14:02	L1	18-122-0299	1033A	ALTA TIERRA RD @ ROBLEDA RD	FALSE ALARM
5/2/2018 21:33	L3	18-122-0511	1033A	PAGE MILL RD @ PASEO DEL ROBLE	FALSE ALARM

5/4/2018 7:35	L4	18-124-0051	1033A	BLUE OAKS PL @ CHAPARRAL WY	FALSE ALARM
5/5/2018 19:54	L3	18-125-0336	1033A	VINEDO LN @ RIDGEWOOD LN	FALSE ALARM
5/6/2018 9:01	L1	18-126-0085	1033A	CARADO CT @ MIRANDA RD	FALSE ALARM
5/6/2018 14:02	L1	18-126-0202	1033S	WILD PLUM LN @ MIRANDA RD	FALSE ALARM

ANIMAL COMPLAINTS

4/30/2018 20:28	L5	18-120-0377	1091B	OLIVE TREE LN @ BLANDOR WY	INVESTIGATED
5/6/2018 20:41	L1	18-126-0342	1091D	EL MONTE RD @ VOORHEES DR	INVESTIGATED

9-1-1

ABANDONED CALLS

5/6/2018 20:04	L3	18-126-0325	911ABN	HARVARD CT @ LIDDICOAT CL (LH)	INVESTIGATED
5/3/2018 22:46	L1	18-123-0488	911CEL	CAMPO VISTA LN @ FREMONT RD	INVESTIGATED
5/5/2018 12:50	L1	18-125-0174	911UNK	ALTO VERDE LN @ CONCEPCION RD	INVESTIGATED

PUBLIC SAFETY ASSISTANCE

5/1/2018 2:28	L4	18-121-0041	AID	ALTAMONT RD @ CORBETTA LN	COMPLETE
5/1/2018 12:55	L3	18-121-0242	AID	AMHERST CT @ LIDDICOAT DR	COMPLETE

FOLLOW-UP

5/3/2018 7:31	L1	18-123-0056	FU	MULBERRY LN @ MANUELLA RD	COMPLETE
5/4/2018 19:13	L5	18-124-0343	FU	BLANDOR WY @ OLIVE TREE LN	COMPLETE

INFORMATION ONLY

5/2/2018 18:14	L1	18-122-0430	BTINFO	MULBERRY LN @ MANUELLA RD	INFORMATION GIVEN
5/3/2018 12:33	L2	18-123-0190	BTINFO	MAGDALENA RD @ I-280	INFORMATION GIVEN
5/4/2018 11:41	L3	18-124-0144	BTINFO	PAGE MILL RD @ I-280	INFORMATION GIVEN
5/6/2018 13:48	L1	18-126-0197	BTINFO	SHOLES CT @ ALEXANDER PL	INFORMATION GIVEN
4/30/2018 11:37	L2	18-120-0168	INFO	DAWN RIDGE DR @ MAGDALENA RD	INFORMATION GIVEN

4/30/2018 19:36	L5	18-120-0356	INFO	RAVENSBURY AV @ ARROYO OAKS	INFORMATION GIVEN
5/3/2018 22:25	L1	18-123-0482	INFO	MIRANDA RD @ ESTACADA DR	INFORMATION GIVEN
5/4/2018 17:41	L3	18-124-0316	INFO	EL MONTE RD @ STONEBROOK DR	INFORMATION GIVEN
5/4/2018 23:25	L3	18-124-0429	INFO	DEZAHARA WY @ TAAFFE RD	INFORMATION GIVEN
5/5/2018 12:38	L3	18-125-0170	INFO	EL MONTE RD @ STONEBROOK DR	INFORMATION GIVEN
5/5/2018 15:18	L3	18-125-0241	INFO	EL MONTE RD @ STONEBROOK DR	INFORMATION GIVEN

PATROL CHECKS

5/1/2018 18:07	L1	18-121-0399	PATCK	FREMONT RD @ CONCEPCION RD	COMPLETE
5/4/2018 15:28	L3	18-124-0252	PATCK	ARASTRADERO RD @ STIRRUP WY	COMPLETE
5/4/2018 22:13	L2	18-124-0410	PATCK	HILLTOP DR @ BARLEY HILL RD	COMPLETE

PHISHING SCAM

5/1/2018 11:02	L3	18-121-0180	PHISH	CORTEZ LN @ ALTAMONT RD	INVESTIGATED
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SPECIAL ASSIGNMENT

5/5/2018 7:33	L4	18-125-0060	SA	ALTAMONT RD @ BLACK MOUNTAIN RD	COMPLETE
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SUSPICIOUS CIRCUMSTANCES

5/3/2018 13:16	L1	18-123-0215	SUSCIR	LEANDER DR @ PURISSIMA RD	INVESTIGATED
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WELFARE CHECK

5/1/2018 11:56	L3	18-121-0210	WELCK	AMHERST CT @ LIDDICOAT DR	COMPLETE
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