



Town Manager's Report for August 12 - 16, 2019

Items to report on from this week include the following:

Planning/ Building/ Engineering Update:

The City Engineer-Public Works Director's Report is attached. Items in **red text** reflect recent changes in project status. **Grassroots Ecology** has submitted their year-end Report for 2018-19 (follows fiscal year 7/1 – 6/30), their 4th Quarter Report and the current quarter workplan. These documents are attached to this report for your information. As always, Grassroots' Reports are very informative and easy-to-read.

The Open Space Committee provided the Public Works Department with a map showing areas of the Town that should be sprayed to control Stinkwort. Public Works is working with a licensed herbicide applicator to have the work scheduled.

The Town Public Works Maintenance Crew completed 4 paddocks this week and will have the other 4 completed next week. The crew also crack sealed pavement on approximately 75% of the Town's 65 centerline miles of public road. Cracking sealing helps extend the life of the Town's street pavement.

Public Safety Update:

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

Administrative Services Update:

Administrative Services Director Sarina Revillar is working on:

1. Creating processes in Finance to ensure internal controls are met.
2. Updating the Investment Policy to review at the next FIC meeting. Transparency of our investments with PFM is important in order to understand the impact of our policy.
3. The Executive team is working diligently to produce an Adopted FY19-20 Budget Book to potentially provide at the September Council Meeting.

Parks & Recreation Update:

There was a total of 121 campers at the **3rd Annual Family Campout** held last at Purissima Park. Photos from the event can be found [here](#).

Staff met with **Los Altos Hills Youth Commission leadership** to prepare for the upcoming 2019-2020 Los Altos Hills Youth Commission. Their first meeting of the school year will be held on Tuesday, August 20th from 7-8 pm.

Stay Active, Stay Safe, Stay for Lunch was held on Thursday in the Council Chambers with **20 participants** in attendance!

Compost Basics will be held on Saturday, August 17th from 10:00am – Noon in the Parks and Recreation Building.

All 2019-2020 Fall-Winter fee-based programs are now available for registration on the Town's Website at: losaltoshills.ca.gov/201/Parks-and-Recreation. All programs have been uploaded to the Town's Web Calendar, and residents are encouraged to subscribe to the Parks and Recreation calendar at: losaltoshills.ca.gov/list.aspx?Mode=Subscribe#calendar

Upcoming Events:

Los Altos Hills vs. Los Altos Adult Softball Game will take place on Saturday, August 17th from 1-3pm at Rosita Park, 401 Rosita Avenue, Los Altos. We hope you will come root for the LAH team!

The Los Altos Hills **Hoedown** will take place on Saturday, September 7th from 3-7pm at Westwind Community Barn.

The second **Shred Event** will be held Saturday, September 28th from 9:00-Noon* or until the truck is full, at Town Hall Parking Lot, Proof of residency required.

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

Thank you.

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>	PW	<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. (11-30-18) Caltrans has informed the Town that all work is currently on-hold due to a procurement delay. Caltrans will inform the Town once they are ready to proceed. (3-22-19) Caltrans has informed the Town that work will resume at the ramps of the interchange, weather permitting. There will be intermittent traffic delays due to the work and they anticipate to be done with the work within the month.</p>
2	<p>Town-Wide Creek Maintenance Permit</p>	PW/JC/JK	<p>(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 (6-1-18) Consultant has started to contact permitting agencies for project meetings. (6-8-18) Project is on US Army Corps of Engineers 6/14/18 Interagency Meeting agenda and staff and consultant will attend this meeting (6-15-18) Staff met with US Army Corps of Engineers, Water Board, US Dept. of Fish and Wildlife, and CA Dept. of Fish and Wildlife on 6/14/18 to introduce and discuss the permit application. (8-24-18) Consultant is finalizing report and will submit for town review by 8-31-18. (9-7-18) Consultant to submit report for town review 9-7-18. (9-21-18) Consultant submitted report and staff is reviewing the document. (1-11-19) Staff is re-evaluating the town-wide creek permit and is working with the consultant on obtaining maintenance permits for two specific sites. (1-18-19) Staff is reviewing the revised scope and fee for the two site-specific permits and will be discussing next steps with the consultant. (3/8/19) Staff received the revised project descriptions for the two sites, Matadero Creek and Deer Creek. Staff is also reviewing the draft Los Altos Hills Wetland Delineation prepared by the biologist. (4-5-19) Staff discussed next steps with the consultant and will evaluate CEQA requirements as part of the permit application process. (5-10-19) Staff is working with the OSC and Valley Water District in removal of Arundo at Matadero Creek and Deer Creek. (5-17-19) Valley Water District has agreed to remove Arundo at Deer Creek. Town staff and consultant are working on the Categorical Exemption CEQA and RWQCB maintenance permit application for the work on Matadero Creek. (5-31-19) SCVWD will remove the arundo at Deer Creek under their blanket permit due to the invasive nature of the arundo. Town staff has recorded the CEQA documents with the County and staff is working with the consultant to prepare the instream maintenance application with the Water Board. (6-28-19) The instream maintenance application has been submitted to the Water Board. Staff will be sending out right-of entry permission letters to all residents affected by the Arundo removal at Deer Creek. (7-19-19) Staff received comments from the SWRCB regarding the instream maintenance permit application for Matadero Creek. Staff and consultant are working on addressing the comments received. (8-2-19) Valley Water is submitting for biological clearance on Deer Creek and it will take their biologist a few weeks to complete. The Arundo removal may be delayed to early summer next year.</p>

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3	I-280 Repaving	PW	(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. (1-11-19) Caltrans will be submitting final PS&E plans for town's review in spring 2019 and the project is tentatively scheduled to begin Fall 2019. (5-10-19) Staff received the 95% PS&E plans from Caltrans and will provide review comments by 5-17-19. (5-17-19) Staff has reviewed the plans submitted by Caltrans and have provided them Town's review comments.
4	Matadero Creek Erosion - Erosion on Page Mill Road near Baleri Ranch Rd (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 106)	PW	(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. (5-25-18) US US Army Corp Engineers re-issued the Nationwide Permit (NWP) 13 will remain valid until March 18, 2022 (6-1-18) Caltrans returns with another round (#4) of comments on the submitted plan (6-8-18) Consultant responded with revised plan to Caltrans (6-15-18) Caltrans has finished the plan review and has issued an encroachment permit. (6-22-18) Consultant started to contact the Water Board to continue the permit process. (7-13-18) Consultant resubmitted package to RWQCB for final permits. (8-24-18) Staff re-submitted the responses and attachment to the SFRWQCB to finalize the water quality certification. (8-31-2018) Consultant will follow-up with the SFRWQCB on the status of the water quality certification submittal. (11-30-18) Staff and town consultant have reached out to SFRWQCB staff regarding the status of the water quality certification. Staff will follow up the week of 12-2-18. (12-7-18) SFRWQCB has requested additional covenants as part of the water quality certification review. Staff and consultant will work with Caltrans on both the extension of the encroachment permit and potential restrictive covenant/s. (12-21-18) Consultant has initiated discussion with Caltrans regarding the restrictive agreement that the SWRCB is requesting. (1-11-19) Staff has been working with the consultant on coordinating the Restrictive Agreement required by the SWRCB. The Water Board has suggested finding a mitigation site on City-Owned property or acquiring fee title to the property. (4-5-19) Staff is anticipating a response from Caltrans and/or the SFRWQCB by the end of April. (6-28-19) Staff has sent letter to the Water Board and Caltrans requesting a meeting to discuss the restrictive covenant for the mitigation of the project. (8-9-19) Town staff provided Caltrans the Draft Initial Study and Mitigated Negative Declaration for the project.

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5	Open Space Vegetation Management (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 108)	PW	<p>(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. (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 (8-10-18) Grassroots Ecology's quarterly progress report 2018 April-Jun and year-end Report are attached. (10-25-18) Town staff met with Grassroots Ecology to discuss the program and future plans. (2-22-19) Grassroots Ecology submitted the quarterly report and invoice and made a presentation to City Council on the overall program. (3-8-19) Staff met with Open Space Committee member Sue Welch to discuss the renewal of the Grassroots Ecology Agreement. (3-22-19) Staff is reviewing the detailed scope of work that was provided by Grassroots Ecology. (4-5-19) Staff is coordinating with the barn manager and the fire district in utilization of goat herds for fuel management in the town-owned preserve. (5-10-19) Goats and goat herder are scheduled to arrive on 5-12-19. Town crew has coordinate mowing efforts with Grassroots Ecology. (7-19-19) OSC recommended spraying to eradicate dittrichia and staff will work with OSC on the implementation. (8-2-19) OSC will survey and delineate on map areas recommended for spraying. Town staff will obtain service quotes once the map is available. (8-16-19) Grassroot Ecology's quarterly progress report for April to June 2019, year-end report, and July thru Sept workplan are attached. OSC has provided PW staff with the mapped stinkwort infestation and list of locations. Staff will solicit bids for stinkwort spraying.</p>
6	Annual Road Rehabilitation Project - 2019	JC	<p>(01-11-19) Staff is developing the list of streets that will be considered for the 2019 Annual Road Rehabilitation Project. (1-18-19) The Town has been allocated P-TAP grant funding of approximately \$18,000. Staff will coordinate on the next steps. (1-31-19) Town has received formal notification of grant award. Staff wil coordinate on payment of the town matching funds and next steps. (4-5-19) Staff is preparing the proposed Annual Road Rehabilitation street list. The Pavement CIP staff report will be included for City Council discussion in the May meeting. (5-17-19) Staff will advertise the 2019 Annual Pavement Rehabilitation and Repair project on 5-17-19 as approved by City Council at the 5-16-19 City Council meeting. (6-28-19) City Council approved staff recommendation to award the 2019 Annual Pavement Rehabilitation to G. Bartlolotto & Company.</p>
7	VTA TAC Meetings and CIP-WG Meeting	PW	<p>(1-5-18) Next VTA TAC meeting is scheduled for 1-10-18 (1-19-18) 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 (5-25-18) Staff attended VTA CIP-WG May 2018 meeing</p>

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9	Green Infrastructure	JK	<p>(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 (6-22-18) City Council approved the budget for the green infrastructure plan consulting service at 6/21/18 Council meeting. (8-3-18) Staff will prepare staff report and resolution to award consultant contract for the development of the Green Infrastructure Plan. (8-17-18) Council approved the resolution to award consultant contract to EOA Inc. for the development of the Green Infrastructure Plan. Staff will prepare the consultant services agreement and will schedule a kickoff meeting with the consultant. (8-24-18) Staff and consultant are scheduled to meet to discuss the scope of work on 9-5-18. (9-7-18) Staff met with the consultant to discuss scope of contract. (12-21-18) Staff and consultant are gathering relevant information in preparation for the Green Infrastructure Plan. (4-5-19) Staff is reviewing the draft Green Infrastructure Prioritization Memo prepared by EOA. Staff is also reviewing the technical memo prepared by the OSC on potential locations for GI applications. (5-10-19) Staff is reviewing the draft Green Infrastructure Plan and evaluating the funding options to be included in the report. (7-19-19) Staff has provided the DRAFT GSI Plan for OSC review. Staff will revise and finalize the GSI plan based on comments provided by OSC.</p>
11	Summerhill Ave Pathway Project	PW	<p>(11-17-17) Staff completed the neighborhood outreach with the most impacted 5 residents on Summerhill Ave. All 5 residents are in supportive of the pathway project but would require some mitigations to reduce the impact. Staff and Pathway Committee will send out letters to the rest of residents on Summerhill Ave to notify residents about the project and soliciting for feedback. (12-08-17) Staff made status report at the Nov/Dec Pathways Committee meeting. (12-15-17) Staff sent out letters to the remaining property owners on Summerhill Ave to solicit for support and input (4-27-18) Pathways Committee has identified this to be one of the priority projects, staff will budget for design in FY 2018-19 (6-22-18) City Council approved the budget for this project (design) at 6/21/18 Council meeting. (9-7-18) Staff walked the limits of the Summerhill Avenue Pathway Project with pathway committee member Bob Elson. Staff will provide budget allocation information for the project. (11-15-18) Staff will evaluate design options and will prepare an RFP for design accordingly. (11-30-18) Staff will prepare an informal RFP for consultant services to provide Survey and Topographic mapping. (1-18-19) Staff will issue the informal RFP the week of 1-21-19. (1-25-19) Staff has issued an informal RFP for topographic mapping/survey services with proposals due 2-6-19. (2-22-19) The Town received only one proposal for topographic mapping RFP. Staff is reviewing the proposal and evaluating if the RFP will be re-issued. (3-1-19) Staff is reviewing the draft Summerhill conceptual plan and estimate prepared by Pathway Committee member Bob Elson. (6-28-19) Staff will re-issue an informal RFP for topographic mapping/survey services by 7-12-19.</p>
12	Westwind Barn Improvement Paddock and Landscape Projects (supporting Parks & Recreation)	JC/PW	<p>(2-2-2018) As directed, Public Works staff to assist Parks and Recreation capital improvement project. Initial meeting set on 1-11-2018 with WWB manager and P&R Supervisor. Staff is waiting for WWB manager and P&R supervisor to pass on project specific information. (2-16-18) WWB landscape contract began this week to install railroad tie retaining wall. Staff is finalizing the plan and spec for the Paddock replacement project. (2-23-18) Landscape improvement is completed, Paddocks improvement will be advertised and bid open on March 28, 2018 (3-16-18) Staff administrated a landscape contractor to plant vegetation within the newly installed landscape area (3-30-18) One bid submitted, staff is evaluating the bid. (4/13/18) Staff will recommend to reject the received one bid at April 2018 Council meeting due to high cost. Staff will evaluate the alternative solution after the bid rejection. (4-20-18) City Council rejected the one bid received at 4/19/18 Council meeting. Staff will evaluate the alternative solution (6-22-18) City Council approved the budget for this project at 6/21/18 Council meeting, PW staff will assist to administer the project bidding and construction (7-13-18) Project is out for advertisement. Bid open on 8/1/2018. (8-3-18) Three bids were received and a staff report will be prepared based on staff recommendation. (8-17-18) Council rejected all bids received. Staff will re-evaluate the scope of the project and will present a recommendation for consideration. (10-19-18) Town received delivery of ECO Greengrids for paddock improvements and tentative schedule for installation is 10/29/2018. (10-25-18) Town crew completed rehabilitation of one horse paddock using the Green Ecogrid panels. (11-2-18) Town crews began installation of the second paddock (pilot project). (11-9-18) Town staff completed the installation of the second paddock. (7-19-19) Staff is working with the ecogrid panel manufacturer for installation at additional paddocks. (8-16-19) Town crews began rehabilitation of the paddocks using the Ecogrid panels.</p>

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13	Pathway Impact Fee Study	PW	<p>(3-16-18) Staff received direction to initiate Pathway Impact Fee study. (4/13/18) RFP issued. Due date is 4/20/18 (4-27-18) RFP due date extended to 4/30/18 (5-4-18) Staff received two proposals and will finalize the consultant selection next week. (5-18-18) Consultant's been selected. Staff had a Kick off meeting with the consultant (6-22-18) Staff has provided feedback to the consultant for the draft study (7-13-18) Staff has reviewed the 2nd draft report and provided feedback. (10-19-18) Staff scheduled to meet with Matrix (Consultant) to discuss details of the report. (11-30-18) Staff is reviewing the draft report prepared by the consultant. (12-7-18) Staff has provided comments to the consultant and revisions will be submitted for review by 12/17. (2-22-19) Staff will introduce the draft Pathway Fee Study at the Pathway Committee meeting scheduled for 2-25-18. (3-1-19) Staff will coordinate with CAO and consultant to address questions regarding the draft Pathway Fee Study. (3-8-19) Staff had a conference call with the CAO and the consultant to discuss comments on the draft Pathway Fee Study. Consultant will make revisions and re-submit to Staff and CAO for review. (4-5-19) Consultant has resubmitted the final draft Pathway Fee Study report that incorporates staff and CAO comments. (4-19-19) Staff and CAO provided additional comments and consultant will incorporate in the Final Pathway Fee Study. This item will be introduced at the May City Council Meeting. (5-17-19) Staff received direction from the City Council at the 5-16-19 meeting to take steps to prepare the Development Impact Fee for Pathways. (6-28-19) Staff will present Municipal Code Amendments for Pathway Development Impact Fee and the Amendment to the Pathways Element of the General Plan for Planning Commission consideration at the August Planning Commission Meeting. (8-2-19) Staff presented Municipal Code Amendments for Pathway Development Impact Fee and the Amendment to the Pathways Element of the General Plan for Planning Commission consideration at the August Planning Commission Meeting.</p>
14	Maintenance Work of the Week	PW	<p>(7-20-18) Maintenance crew started annual road crack sealing for four straight weeks. (8-3-18) The maintenance crew is anticipating completion of crack sealing by 8/24. (8-17-18) Staff is working will be soliciting quotes for herbicide spraying based on the OSC's stinkwort survey map of the town's roadway system. Staff will present quotes for consideration by 8/24. (8-24-18) Staff received a quote for the herbicide spraying and a tentative start date of 9-17-18. Staff will prepare and mail notification letters by 8-29-18. (9-14-18) Staff confirmed with contractor that stinkwort spraying will begin on 9-17-18. (9-21-18) Contractor completed spraying on 9-19-18. (12-7-18) Town crew removed and replaced asphalt at Tapa Way and Moody Road (bridge approaches) to rebuild the settled pavement. Excess asphalt was used to install curb along La Cresta Drive to address soil erosion as well as filled various potholes on various locations. (1-11-18) Town crew responded to several downed trees during the last storm event. The town received delivery of the newly purchased tractor mower. (1-18-19) Early in the week, DPW engineers conducted visual inspection of know hotspot areas in anticipation of the heavy rains predicted. Town crew cleared catch basins and swept known areas of ponding. Town crew members were onsite during the heavy rain storms on 1-16-19 and responded to several downed-tree calls and assisted in the Taafe Road closure due to a downed PG&E line. Crew members followed up with cleaning and clearing roadways on 1-17-2019. (2-22-19) Town crew responded to a call from the sherriff department regarding a vehicle accident due to black ice at or near Page Mill Road and Moon Lane. Town crew salted the roadway and set up caution signs along Page Mill Road. Town crew and engineers continue to monitor roadway conditions. (3-22-19) The Town has purchased the Mean Green Mower for the maintenance of the Purissima Hills Ball Fields/Park. The anticipated delivery date is 3-22-19. (4-5-19) Town crew repaired a water line break at Purissima Hills Park. Town crew also resolved the building alarm communication issue. (5-10-19) Town crews continue to mow along roadway and offsite paths as well as Town lands. (6-28-19) Town crews completed mowing of public roadways and pathways. Town crews will begin preparations for the Annual Crack Sealing project. (8-2-19) Town crews completed the 2019 Crack Sealing program.</p>

Tasks	Project Name	Project Manager	Latest Status
Sewer and Stormwater Report			
1	Sewer Operations	PW	<p>(7-20-18) City Council adopted the resolution authorizing the City Manager to accept the second amendment for WBSD Maintenance Services. (7-27-18) Staff is working with WBSD on the O&M plan. WBSD will present the second amendment to the District Board on August 8. (8-3-18) May and June 2018 O&M summaries are attached. (8-10-18) Town staff is scheduled to meet with WBSD staff on 8-13-18 to discuss the scope of the second amendment to the Maintenance Service Agreement. (8-17-18) Town received the signed second amendment to the Maintenance Service Agreement from WBSD and will return a fully executed agreement for their files. Staff met with WBSD staff to discuss the scope of work for the maintenance agreement. Staff certified "No-Spill" reports for the months of June and July. (8-24-18) Staff met with WBSD to discuss the short and long-term O&M and CCTV inspection plan. (8-31-18) July 2018 O&M summary is attached. (10-19-18) Staff is reviewing the draft Year-End Report prepared by VWHA. Staff is reviewing draft August and September WBSD invoices. Staff certified "No Spill" reports for August and September. (11-9-18) Staff met with WBSD to discuss potential manhole lid replacements, comments on the August invoice, importing root foam data on Lucity, current maintenance progress and reassignment of several HFC segments to the PM maintenance. (11-15-18) Staff received a quote for the manhole lid replacements and will evaluate the feasibility of implementation (i.e. appropriate sizing). (11-30-18) 2018 August O&M summary is attached. (12-7-18) Staff is scheduled to meet with WBSD the week of 12/10 to discuss various O&M items. (1-11-18) Staff is reviewing the revised August invoice provided by WBSD. Staff will begin review on September invoice once the August invoice is finalized. (1-18-19) Staff certified the December "No-Spill" report and updated the CIWQS Questionnaire. Pump No. 2 sent out failure alarms during the heavy rain storm on 1-16-19 and town crew coordinated with WBSD to get the pump back in service. (1-25-19) Town staff and contractor responded to a report of an SSO at 11545 Crestridge Drive. SSO occurred at a manhole that is not currently shown on maps and town has reached out to Los Altos and Santa Clara County for record maps and development maps. (1-31-19) Kaho Kong joined the Town to fill the Senior Engineer vacancy. Staff met with West Valley Sanitation District Staff to discuss the District's operation and maintenance program including the utilization of Lucity and GIS. Staff posted the updated August Progress Report from WBSD. Staff completed the SSO investigation and will be submitting the SSO report on CIWQS. (2-22-19) September 2018 O&M summary is attached. Staff is scheduled to meet with WBSD the week of 2-25-19. (3-1-19) Staff met with WBSD to discuss the progress, timing, and accuracy of the monthly progress reports. WBSD stated that they would like the town to consider replacing large and heavy manholes lids at which point staff asked for an inventory and list of the proposed manhole lid replacements. Staff also discussed the overall Sewer Maintenance Program and Lucity Database with WBSD. Staff certified the Category 3 SSO report at 11625 Par Avenue. (3-22-19) October 2018 O&M Summary is attached. Staff is reviewing the manhole inventory list provided by WBSD as part of their request for the Town to consider manhole lid replacements due to weight and configuration. (3-29-19) Town staff met with WBSD to discuss monthly progress, manhole replacement proposal from WBSD, and past-due invoices. (4-5-19) Staff certified the "No Spill" reports for the months of February and March. (5-10-19) Staff certified the "No Spill" report for the month of April. Staff posted the O&M reports for the months of November, December, January. (7-19-19) Staff certified the "No Spill" report for the month of June. Staff completed the review of WBSD invoice for February and March 2019 (attached).</p>

Tasks	Project Name	Project Manager	Latest Status
2	Wet weather flow monitoring	PW	<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>
3	2019 Sanitary Sewer Repair and Replacement Project	PW	<p>(2-2-18) Staff has began the review and work 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. (5/18/2018) Council approved Bid Specifications and authorized staff to advertise 2018 Sewer Repair and Rehab Project. (6-1-18) Prebid Meeting was held on 6/1/18 (6/5/18) Four bids were received, staff will evaluate the bid result and bring it to June City Council meeting (6-22-18) Staff Requested to continue the bid Award to July 2018 Council meeting. (7-20-18) City Council adopted the resolution rejecting all bids and authorizing staff to advertise for bids. (8-10-18) Town received three (3) bids and will prepare staff report recommending award of contract. (8-17-18) Council approved staff's recommendation to award the contract to C2R Engineering. Staff will schedule a pre-construction meeting for the week of September 4. Staff will solicit bids for inspection services for this project. Staff will coordinate to ensure that there are no conflicts with the pavement rehabilitation project. (8-24-18) Staff transmitted the award of contract to C2R Engineering. Staff met internally to coordinate the construction schedules for the pavement and sewer CIP to avoid potential conflicts. (9-14-18) Staff has scheduled a pre-construction meeting for 9-20-18 with a tentative start date of 9-24-18. (9-21-18) C2R will begin sewer CIP on 9-24-18. Staff will update the locations shown on the town website based on the contractor's schedule. (10-19-18) Contractor completed CCTV validation of CIP segments. Town received the County encroachment permit for one of the repair segments. (10-26-18) The project is 63% complete. (11-9-18) Staff anticipates completion of the CIP project by 11-21-18. (11-30-18) Contractor has completed the base project and will be completing one additional segment (CCO) weather-permitting. (1-18-19) Contractor completed base project and CCOs on 12/13/18 and will be submitting post-construction CCTV inspection videos for staff review. (4-5-19) Staff is preparing the proposed Sewer Rehabilitation and Replacement list. The Sewer CIP staff report will be included for City Council discussion in the May meeting. (5-17-19) City Council accepted the 2018 Sanitary Sewer Repair and Replacement project as complete. Staff will advertise the 2019 Annual Sanitary Sewer CIP project on 5-17-19 as approved by City Council at the 5-16-19 City Council meeting. (6-28-19) Council approved staff's recommendation to award the contract to C2R Engineering. Staff will schedule a pre-construction meeting by mid-July. (8-2-19) Notice to Proceed will be issued on 8/5/2019. Staff posted schedule for point-repair work on the Town website. (8-9-19) Construction is in progress. Three of twelve point repairs completed. Staff met with Fire Station on Wednesday to discuss traffic control for repair work near the station.</p>



Grassroots Ecology Year End Report to Town of Los Altos Hills

For Contract Period July 2018 - June 2019

Background

Grassroots Ecology is an environmental non-profit organization based in Palo Alto with a mission to engage and educate the public to restore local ecosystems. We have over 40 years of experience working with the community across Silicon Valley to improve our parks, creeks, and open spaces. In 2014, Grassroots Ecology was selected to conduct stewardship and educational activities at Los Altos Hills (LAH) Open Space Preserves. In 2016, after two successful years, LAH Town Council approved a three year capital improvement partnership, and a maintenance/education contract to be renewed annually to continue stewardship of LAH Open Space Preserves. This report summarizes the progress and achievements from fiscal year 2018-19 (July-June).

Annual contract deliverables include a vegetation management plan for Byrne, Juan Prado Mesa, and O'Keefe Preserves; 24 community workdays; 10 educational events; 350 volunteers engaged; 1,000 volunteer hours; as well as documentation and photo-monitoring of progress.

Fiscal Year 2018-19 Highlights

- All annual project deliverables were met or exceeded
- 524 volunteers participated in 56 workdays, providing 1,377 hours of volunteer service
- The value of the volunteer labor is estimated at \$41,241 for the past year
- We hosted 12 educational events including interpretive hikes led by Grassroots Ecology staff, and winter and spring field trips with all four Bullis Charter School 4th grade classes.
- Expanded and infilled upland planting zone and floodplain restoration area with 1,139 watershed specific plants from our Native Plant Nursery.
- Completed a three year \$136,000 grant that Grassroots Ecology was awarded from Valley Water to expand riparian habitat restoration along the Moody Creek tributary, which runs within the Byrne Preserve grassland.
- Conducted vegetation surveys to monitor impact of habitat restoration strategy within the Valley Water project area. When compared with data from surveys taken three years prior, we found greater species diversity within the project area and reduced populations of priority invasive species to be removed. Areas where we did a combination of invasive plant management and native plant revegetation experienced the most dramatic improvement to wildlife habitat.
- Provided a mowing recommendation to Town staff for control of 11-acres of invasive black Italian thistle and black mustard at Byrne Preserve. This second year of coordinating mowing in-house (rather than using a mowing contractor) worked well on reducing dense priority invasive weed populations. Thatch was reduced for improved trail usage, and Italian thistle, yellow starthistle, and black mustard populations continue to shrink.

- Conducted channel geometry surveys to monitor impact of installed willow cuttings on creek bank stabilization. When results were compared to data from surveys taken three years prior, we found that the installed willow roots secured soil through storms, and the branches and leaves have created roughness for upstream sediment to deposit.
- Completed year one of the three year \$70,605 grant that Grassroots Ecology was awarded from Valley Water to do a pollution prevention project through native plant restoration on the Westwind Barn property adjacent to the Moody Creek tributary.
- Established a new planting area and built the first berm as part of the Westwind Barn project area. Planted over 600 native plants that will slow, spread, and filtered storm runoff in the low-lying section of the barn property.
- Going forward we will continue our work at all three LAH Open Space Preserves, as well as lower Westwind Barn where we have a new grant from Valley Water to reduce pollutants from entering the creek. Invasive weed management will be most prevalent at Byrne as we maintain our established planting areas, and we will expand the Westwind Barn project space to support more native planting.

Community Engagement

Deliverables

- ✓ 350 or more volunteers engaged
- ✓ 150 or more participants engaged through education events
- ✓ 24 or more volunteer workdays
- ✓ 10 or more educational events
- ✓ 1,000 or more hours of volunteer service
- ✓ 1 creek/watershed sign installed along Moody Creek

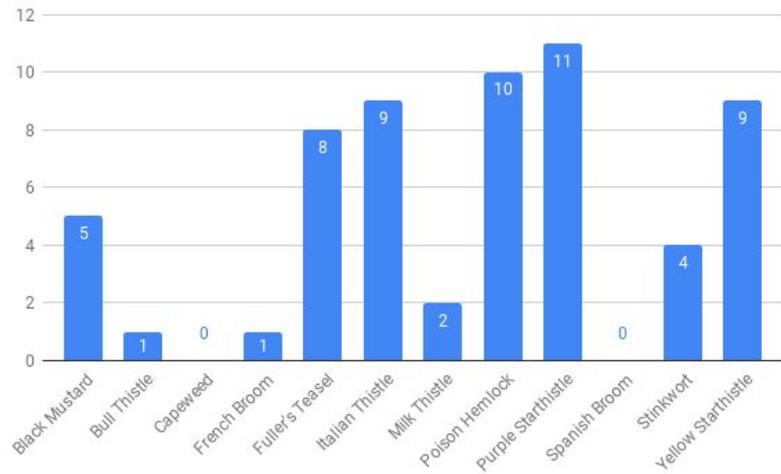
Deliverable	Annual Target	July-Sep	Oct-Dec	Jan-Mar	Apr-June	Annual Total
<i>Workdays</i>	24	8	14	21	13	56
<i>Volunteers</i>	350	60	141	230	93	524
<i>Volunteer Hours</i>	1,000	160	352	631	234	1,377
<i>Educational Events</i>	10	0	1	4	7	12
<i>Ed. Event Attendees</i>	150	0	12	130	168	310

Participants by the numbers

- 834 total participants
- 67% of all participants were youth
- 293 participants (35%) were residents of Los Altos/Los Altos Hills

Invasive Plant Removal

We prioritized 12 invasive species across the three open space preserves to be manually removed by volunteers and Grassroots Ecology staff. Additionally, we provided mowing recommendations as a management strategy for black mustard and Italian thistle at Byrne Preserve. See graph to the right for number of volunteer workdays by priority invasive species. Species with zero workdays were targeted by Grassroots Ecology staff but not volunteers.



Deliverables

- ✓ Final vegetation management plan
- ✓ Mowing recommendations to Town
- ✓ 12 or more species targeted
- ✓ 2 meetings with town maintenance crew

Progress by Species

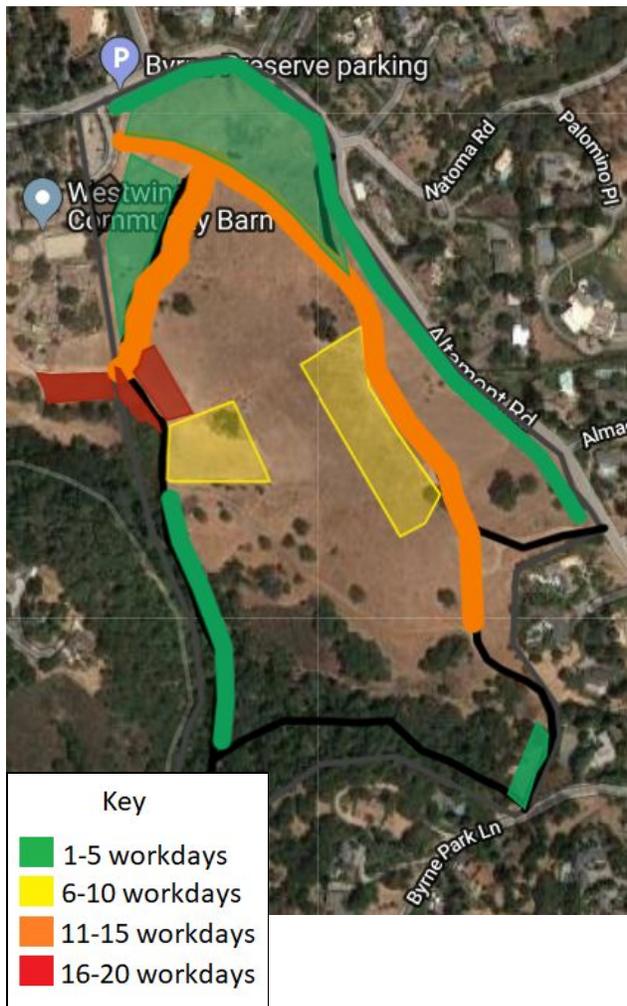
Target species	Project(s) where targeted	Vegetation Management Progress
Black mustard	Byrne	Patches of black mustard were strategically mowed and/or weed whipped. Town staff mowed large areas of black mustard at Byrne to help control the population. Significant decline in the mustard population at Byrne has increased forage and biodiversity including native grasses and forbs.
Bull thistle	Byrne	Manually removed bull thistle from floodplain zone of Byrne Preserve and adjacent new project area of Westwind Barn property.
Capeweed	Byrne	Manually removed capeweed near Byrne Park Lane
French broom	Byrne, JPM	Manually removed 95% of mature French broom from Juan Prado Mesa Preserves. The remaining 5% is challenging for volunteers to remove due to proximity to poison oak.
Fuller's teasel	Byrne	Manually removed 100% of mature plants from Byrne Preserve during summer. Although this species has an average seed bank of seven years, we are seeing a significant decline in the population. We are also seeing

		impressive stands of native species returning to areas where Fuller's teasel has been removed.
Italian thistle	Byrne, JPM, Westwind	Manually removed Italian thistle from both the grassland and woodland areas of Byrne Preserve, as well as along the trail at Juan Prado Mesa. Additionally, Grassroots Ecology staff weed whipped Italian thistle along the Moody Creek tributary. Town staff also mowed 11 acres at Byrne to control Italian thistle.
Milk thistle	Byrne	Manually removed milk thistle from the Byrne grassland where it has begun to encroach in areas that were once black mustard including the hill below Westwind Community Barn.
Poison hemlock	Byrne, Westwind	Removed 95% of mature plants from Moody Creek banks along Westwind Barn fence. Poison hemlock has a stronghold in the lower Westwind Barn area, therefore we only expect to remove 80%-90% of the mature population at the new project location in the year ahead.
Purple starthistle	Byrne, Westwind	Removed flowering purple starthistle in summer and rosettes in winter and spring, focusing on large patches in the grassland and along trails. While germination of previously dormant seeds will continue for years, we are seeing a huge reduction in the purple starthistle population, especially along the trails.
Spanish broom	Byrne	Grassroots Ecology staff chopped down this invasive plant along Byrne trails, preventing plants from flowering and seeding. Removal by volunteers is not appropriate due to its location in poison oak and its relatively small population.
Stinkwort	Byrne, O'Keefe, Westwind	Removed 100% of stinkwort at Byrne and O'Keefe before seed set in fall of 2018. We have begun to monitor the 2019 population across all three project areas and expect to again remove 100% of mature plants.
Yellow starthistle	Byrne, O'Keefe, Westwind	Timed mowing has been an extremely effective strategy within LAH Open Space Preserves, and due to diligent mowing in years past, yellow starthistle populations have diminished so greatly that volunteers are able to tackle and control the weeds by hand at both Byrne and O'Keefe Preserves.

Progress by Area

Please see maps below for number of volunteer workdays (partial or full) by target zones

Byrne Preserve and lower Westwind Barn



Native Plant Revegetation

Volunteers helped plant, weed, and water our existing planting areas (woodland, grassland, riparian) from November until April. We also started a new planting area on the lower Westwind Barn project area that includes a berm to reduce stormwater runoff, and a sheet mulched and planted creekside section to help filter pollutants.

This was our third year of infilling and expanding our Byrne grassland planting zone with 276 native plants, including habitat critical species such as narrowleaf milkweed. During our second winter planting in the Moody Creek floodplain as part of the Valley Water grant, we doubled the planting area with 863 shrubs, forbs, and grasses. Additionally, in the new Westwind Barn project area adjacent to the floodplain, we planted 619 native plants along the creek edge and berm to provide wildlife habitat and filter pollutants before storm runoff enters the Moody Creek tributary.

Deliverables

- ✓ 600 linear feet of creek staked with willow to infill and replace die-back
- ✓ More than 700 native plants installed
- ✓ 200 linear feet of creekside plantings maintained
- ✓ 2,500 square feet of woodland planting area maintained

Monitoring and Documentation

Deliverables

- ✓ Annual Work Plan
- ✓ Quarterly photomonitoring
- ✓ Quarterly reports to LAH and OSC Subcommittee
- ✓ Quarterly reports and invoices to Valley Water
- ✓ Year-end report to LAH and OSC





Grassroots Ecology Progress Report to the Town of Los Altos Hills

April-June 2019

Community Engagement and Education

- This quarter Grassroots Ecology hosted a total of 13 volunteer workdays and seven educational events at Byrne Preserve, including eight Monday morning “Byrne Brigade” workdays that are open for anyone in the community to participate in.
- We hosted Palo Alto High School for a service project (Paly Service Week) where Paly students helped with invasive plant management and native plant care.
- At the Los Altos Hills Earth Day event at Westwind Barn, Grassroots Ecology staff engaged more than 50 neighbors at our interactive table. We also led a tour and discussion of our restoration areas for 17 hikers.
- In May fourth graders from Bullis Charter School came for the spring installment of a two part field trip to Byrne Preserve. In January they learned about, and planted, a diversity of native plants. In May, students participated in a nature hike that incorporated observation skills within different ecosystems. This was the fifth year of partnering with Bullis Charter School, and we look forward to working together for years to come.
- As part of the Grassroots Ecology Hiking Series, we hosted a Family Nature Walk at Byrne Preserve in May. A handful of families joined us for a total of 16 participants, spanning three generations. The morning walk through the grasslands and woods of Byrne was guided by our Restoration Specialist and Education Manager. They highlighted interesting aspects of our location, restoration projects, and notable flora and fauna.
- Grassroots Ecology commemorated the conclusion of the Valley Water grant with a community walk on May 31. We highlighted the progress that’s been made at Byrne Preserve by Grassroots Ecology staff and volunteers. Valley Water staff, the mayor of Los Altos Hills, Los Altos Hills Open Space Committee members, and Grassroots Ecology volunteers, supporters, and staff all gathered for the occasion.
- See the chart on the next page for community engagement and education by quarter:



Deliverable	Annual Target	July-Sep	Oct-Dec	Jan-Mar	April-June	Annual Total
<i>Workdays</i>	24	8	14	21	13	56
<i>Volunteers</i>	350	60	141	230	93	524
<i>Volunteer Hours</i>	1,000	160	352	631	234	1,377
<i>Educational Events</i>	10	0	1	4	7	12
<i>Ed. Event Attendees</i>	150	0	12	130	168	310

Site Assessment and Planning

- We wrapped up a three year grant from Valley Water that helped fund riparian restoration along the Moody Creek tributary. The final vegetation management report highlights our strategies for invasive plant management and native plant revegetation. The report also outlines our monitoring methods and includes analysis on the success of the project. The final vegetation survey showed that after the three year project there was greater



species diversity within the project area and reduced populations of priority invasive species to be removed. Areas where we did a combination of invasive plant management and native plant revegetation experienced the most dramatic improvement to wildlife habitat.

- A plant list has been created for 2019-2020 planting season and our nursery staff are already working to propagate plants for next winter. Next year we will focus revegetation at the lower Westwind Barn project.
- In June Grassroots Ecology staff gave a short presentation at the town council meeting to discuss contract logistics. They also gave a follow-up tour for interested council members to learn more about the restoration projects at Byrne.
- Regular summer watering of the native planting areas began in July. We typically water newly installed plants for the first two summers to help establish roots so that plants can be self-sufficient and healthy as they mature.

Invasive Plant Management

This quarter, volunteers focused on removal of purple starthistle, yellow starthistle, milk thistle, Italian thistle, teasel, poison hemlock, and black mustard. In addition to hand removal with volunteers, Grassroots Ecology staff mowed priority species using a weed whip and also provided mowing recommendations to the Town. Please refer to the chart below for progress by species.

Priority species	# of workdays* (April-June '19)	Progress
Purple starthistle	2	Hand removed purple starthistle rosettes as well as second year plants that have begun to bolt along the trails within the grassland area of Byrne. After years of removing purple starthistle the population has significantly diminished but there are a few areas where the dormant seed bank continues to express itself.
Yellow starthistle	2	Population at both Byrne Preserve and O'Keefe Preserve did not require large-scale tractor mowing this year. This is a testament to the effectiveness of timed mowing as management strategy. Volunteers aided in hand-pulling yellow starthistle from the grassland in the small patches it persists.
Milk thistle	1	Removed milk thistle by hand within the grassland at Byrne.
Italian thistle	3	Large-scale (10 acres) mowing was done by town staff in the grassland area along Altamont Road. Native plant populations of yampah, soap plant, mule's ear, and poppy were avoided during mowing. Grassroots Ecology staff weed whipped and scythed select medium-sized populations of Italian thistle along the tributary. Volunteers removed Italian thistle by hand from within planting areas.
Teasel	6	Volunteers clipped teasel seed heads to reduce seed production, then removed mature plants with a weed wrench.
Poison hemlock	7	Removed young poison hemlock from the Moody Creek tributary and floodplain. Our efforts to protect narrowleaf milkweed from encroaching poison hemlock is working! Each year we are seeing less poison hemlock and more milkweed.
Black mustard	2	Clipped small population of black mustard at the base, medium populations were weed whipped, and town staff mowed to control 1 acre around the upland planting area.

Stinkwort	2	Stinkwort populations have been reduced dramatically from the dense patches that were present just a few years ago. We continue to visit areas where populations have been prevalent in the past, and we are now able to hand-remove all stinkwort before it matures.
Bull thistle	1	Hand-removal of bull thistle concentrated along the trail between the floodplain and woodland section of Byrne Preserve has been effective in reducing the population.

*Partial or full volunteer workdays dedicated to each species.

Mowing at LAH Open Space Preserves

- This spring Grassroots Ecology made a mowing recommendation for Italian thistle and black mustard control at Byrne Preserve. Town staff mowed about 4 acres in May and 7 acres in June based on the recommendation.
- For the first time, mowing was not necessary for yellow starthistle control at either Byrne and O’Keefe Preserves. Timed mowing has been an extremely effective strategy within LAH Open Space Preserves, and due to diligent mowing in years past, yellow starthistle populations have diminished so that volunteers are able to tackle and control the weeds by hand.
- This second year of coordinating mowing in-house (rather than hiring a mowing contractor) worked well on reducing dense priority invasive weed populations. Thatch was reduced for improved trail usage, and Italian thistle, yellow starthistle, and black mustard populations continue to shrink.

Other

- In June we wrapped up a three year grant from Valley Water that supported additional work along the tributary. We will continue our work at all three LAH Open Space Preserves, as well as lower Westwind Barn where we have a new grant from Valley Water to reduce pollutants from entering the creek. Invasive weed management will be most prevalent at Byrne as we maintain our established planting areas, and we will expand the Westwind Barn project space to support more native planting.
- The Grassroots Ecology June e-newsletter featured an article on the walking tour in May that culminated the progress we’ve made along the Moody Creek tributary and floodplain, thanks to our volunteers and the Valley Water grant. Follow [this link](#) to read the story!





**Upcoming Community Engagement and Work Tasks
Los Altos Hills Open Spaces/Westwind Barn
July - September 2019**

Planned Community Engagement*

Date	Location	Group	Planned Activities
7/1/19	Byrne Preserve	Monday Morning Byrne Brigade	Remove teasel, purple starthistle, yellow starthistle
7/3/19	O'Keefe Preserve	Community workday	Remove yellow starthistle, stinkwort
7/8/19	Byrne Preserve	Monday Morning Byrne Brigade	Remove purple starthistle, yellow starthistle
7/12/19	O'Keefe Preserve	Community workday	Remove yellow starthistle, stinkwort
7/15/19	Byrne Preserve	Monday Morning Byrne Brigade	Remove yellow starthistle, poison hemlock
7/22/19	Byrne Preserve	Monday Morning Byrne Brigade	Caging/monitoring native plants, weeding in planting areas
7/29/19	Byrne Preserve	Monday Morning Byrne Brigade	Remove weeds in planting areas
8/7/19	O'Keefe Preserve	Grassroots Ecology Summer Interns	Remove stinkwort

*Due to extreme weather and reduced preserve needs, we generally host less events in the summer. Regular outreach/programming resumes in autumn.

Upcoming Grassroots Ecology Tasks

Byrne Preserve

- Schedule more volunteer workdays
- Ongoing maintenance of native plantings including weeding, watering, mulching
- Cage native plants from herbivory
- Eliminate flowering stalks & remove teasel from within tributary and floodplain (June-July)
- Continue weekly watering schedule across four separate planting areas: tributary, floodplain, Westwind Barn lower area, and grassland (July-October)

- Monitor all 13 cavity nest boxes, update observations, clear nests and sanitize all boxes that have completed broods (July)
- Yellow starthistle and purple starthistle removal in upper grassland (July-August)
- Stinkwort removal in upper grassland and floodplain (July-September)
- Remove remaining wire from Westwind Barn/Byrne Preserve boundary fence to connect the adjacent restoration projects and remove barriers for wildlife (August)
- Quarterly photo-monitoring (August)
- Monitor and cage buckeye saplings along tributary (August)

Westwind Barn

- Ongoing maintenance of native plantings including weeding, watering, and mulching
- Cage native plants from herbivory
- Purple starthistle, yellow starthistle, and poison hemlock removal (June-July)
- Continue weekly watering (July-October)
- Stinkwort removal (July-September)
- Quarterly photo-monitoring (August)

O'Keefe Preserve

- Yellow starthistle and stinkwort removal by hand (July-August)





Santa Clara County Office of the Sheriff
Weekly Activity Summary
8/5/2019 – 8/11/2019
LOS ALTOS HILLS



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
			See weekly CAPSS report below

DATE/TIME	BEAT	EVENT	PRIORITY LEVEL	RESPONSE TIME	TYPE	LOCATION	INFORMATION
DISTURBANCES							
8/9/2019 20:25	L1	19-221-0386	3	12m 27s	415F	CHAPIN RD @ ROBLEDA RD	INVESTIGATED
8/11/2019 1:26	L5	19-223-0015	3	9m 27s	415P	JABIL LN @ MAGDALENA RD	INVESTIGATED
PHONE THE OFFICE							
8/9/2019 19:25	L1	19-221-0367			1021	81L1	COMPLETE
8/11/2019 11:04	L6	19-223-0108			1021	71L1	COMPLETE
SUSPICIOUS PERSONS							
8/5/2019 10:40	L3	19-217-0202	2	16m 39s	1066	VIA FELIZ @ PAGE MILL RD	INVESTIGATED
8/7/2019 21:02	L1	19-219-0388	2	7m 30s	1066	BRENDEL DR @ ROBLEDA RD	INVESTIGATED
8/7/2019 23:14	L3	19-219-0427	3	2m 4s	1066	MIR MIROU DR @ PASEO DEL ROBLE	INVESTIGATED
ANIMAL COMPLAINTS							
8/9/2019 15:10	L1	19-221-0238	3	8m 3s	1091	ROBLEDA RD @ PURISSIMA RD	INVESTIGATED
8/7/2019 11:20	L6	19-219-0161	3	96m 30s	1091A	ELOISE CL @ LOYOLA DR	INVESTIGATED

PEDESTRIAN STOPS

8/10/2019 9:50	L1	19-222-0107		1095	BURKE RD @ FREMONT RD	CITATION ISSUED
8/10/2019 10:21	L1	19-222-0121		1095	PURISSIMA RD @ VISCAINO RD	WARNING ISSUED
8/10/2019 11:13	L4	19-222-0140		1095	MOODY RD @ ELENA RD	CITATION ISSUED

ABANDONED VEHICLES

8/5/2019 10:49	L1	19-217-0207		1124	ARASTRADERO RD @ PURISSIMA RD	INVESTIGATED
8/9/2019 9:03	L1	19-221-0082		22651B	LA RENA LN @ DIANNE DR	VEHICLE TOWED

TRAFFIC HAZARD

8/7/2019 18:53	L3	19-219-0342		1125	I-280 @ PAGE MILL RD	INVESTIGATED
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SUSPICIOUS VEHICLES

8/7/2019 21:38	L5	19-219-0405		1154	OAK KNOLL CL @ STONEBROOK DR	INVESTIGATED
8/8/2019 8:44	L5	19-220-0140		1154	ELISE CT @ MAGDALENA RD	INVESTIGATED
8/8/2019 21:57	L1	19-220-0572		1154	PURISSIMA RD @ SAMUEL LN	INVESTIGATED
8/10/2019 1:09	L3	19-222-0011		1154	MIR MIROU DR @ PASEO DEL ROBLE	INVESTIGATED
8/10/2019 12:01	L3	19-222-0167		1154	PAGE MILL RD @ ARASTRADERO RD	CITATION ISSUED
8/10/2019 16:29	L1	19-222-0280	3	4m 48s	VISCAINO RD @ ANACAPA DR	INVESTIGATED
8/11/2019 15:56	L2	19-223-0211		1154	SUMMERHILL AV @ SUMMERHILL CT	CITATION ISSUED
8/11/2019 22:27	L4	19-223-0362	3	10m 33s	BUENA VISTA DR @ MOODY RD	INVESTIGATED

TRAFFIC COLLISION

8/7/2019 17:18	L3	19-219-0311	3	13m 47s	1182	ARASTRADERO RD @ PAGE MILL	INVESTIGATED
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VEHICLE STOPS

8/5/2019 12:56	L5	19-217-0271		1195	MAGDALENA AV @ EASTBROOK AV	CITATION ISSUED
8/5/2019 21:07	L1	19-217-0489		1195	I-280 @ EL MONTE RD	WARNING ISSUED
8/6/2019 12:40	L6	19-218-0263		1195	W LOYOLA DR @ ROLLY RD	WARNING ISSUED
8/8/2019 11:38	L2	19-220-0297		1195	EL MONTE RD @ SUMMERHILL AV	CITATION ISSUED

8/8/2019 12:32	L1	19-220-0322			1195	ARASTRADERO RD @ PURISSIMA RD	WARNING ISSUED
8/10/2019 9:51	L1	19-222-0109			1195	I-280 @ EL MONTE RD	WARNING ISSUED
8/10/2019 11:57	L1	19-222-0165			1195	ARASTRADERO RD @ PURISSIMA RD	CITATION ISSUED
8/10/2019 12:55	L1	19-222-0191			1195	PURISSIMA RD @ ELENA RD	CITATION ISSUED
8/11/2019 22:10	L5	19-223-0356			1195	EL MONTE RD @ STONEBROOK DR	WARNING ISSUED

**STOLEN/RECOVERED
VEHICLE**

8/6/2019 18:28	L3	19-218-0425	3	6m 36s	10851	LIDDICOAT CL @ YALE CT	INVESTIGATED
8/6/2019 20:18	L3	19-218-0459	3	16m 3s	10851R	LIDDICOAT CL @ YALE CT	INVESTIGATED

PARKING VIOLATION

8/6/2019 21:30	L1	19-218-0489	3	40m 59s	22500	WILDCREST DR @ ROBLEDA RD	INVESTIGATED
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SPEED CONTESTS

8/6/2019 10:20	L1	19-218-0180			23109	I-280 @ EL MONTE RD	INVESTIGATED
8/10/2019 19:44	L4	19-222-0351	3	17m 48s	23109	ALTAMONT RD @ BLACK MOUNTAIN RD	INVESTIGATED

ALARM CALLS

8/7/2019 11:03	L3	19-219-0151	2	18m 16s	AC	EDGERTON RD @ BLACK MOUNTAIN RD	FALSE ALARM
8/9/2019 11:48	L1	19-221-0142	2	17m 8s	1033	WESTON DR @ FREMONT RD	FALSE ALARM
8/6/2019 10:27	L4	19-218-0190	2	5m 23s	1033A	FRANCEMONT DR @ MOODY RD	FALSE ALARM
8/7/2019 12:15	L1	19-219-0188	2	7m 52s	1033A	ESTACADA DR @ SALTAMONTES WY	FALSE ALARM
8/7/2019 12:35	L1	19-219-0196			1033A	ESTACADA DR @ SALTAMONTES WY	CANCELLED
8/7/2019 15:00	L4	19-219-0259	2	10m 10s	1033A	BLUE OAKS PL @ CHAPARRAL WY	FALSE ALARM
8/7/2019 17:15	L5	19-219-0310	2	9m 18s	1033A	FRAMPTON CT @ MAGDALENA RD	FALSE ALARM
8/7/2019 20:11	L3	19-219-0364	2	9m 50s	1033A	LUPINE RD @ PAGE MILL RD	FALSE ALARM
8/8/2019 5:39	L1	19-220-0052	2	9m 33s	1033A	ROBLE VENENO LN @ CONCEPCION RD	FALSE ALARM
8/8/2019 8:44	L1	19-220-0138	2	11m 4s	1033A	ALEJANDRO DR @ ST FRANCIS DR	FALSE ALARM
8/9/2019 13:58	L1	19-221-0212	2	8m 21s	1033A	PALO HILLS DR @ FREMONT RD	FALSE ALARM
8/9/2019 14:21	L3	19-221-0220	2	17m 29s	1033A	PAGE MILL RD @ PASEO DEL ROBLE	FALSE ALARM
8/9/2019 16:29	L3	19-221-0286			1033A	NATOMA RD @ SIMON LN	CANCELLED
8/10/2019 1:33	L3	19-222-0017	2	3m 42s	1033A	NATOMA RD @ LA VIDA REAL	FALSE ALARM

8/10/2019 17:33	L3	19-222-0304	2	12m 18s	1033A	DAWN LN @ ELENA RD	FALSE ALARM
8/11/2019 12:17	L3	19-223-0130	2	7m 11s	1033A	AMHERST CT @ LIDDICOAT DR	FALSE ALARM
8/11/2019 21:24	L1	19-223-0336	2	4m 24s	1033A	NEW BRIDGE DR @ LA PALOMA RD	FALSE ALARM

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ABANDONED CALLS

8/5/2019 15:29	L1	19-217-0364			911CEL	LA PALOMA RD @ ALTA TIERRA RD	INVESTIGATED
8/5/2019 15:31	L1	19-217-0367	2	10m 2s	911CEL	LA PALOMA RD @ ALTA TIERRA RD	INVESTIGATED
8/6/2019 8:12	L4	19-218-0087			911CEL	ALTAMONT RD @ BLACK MOUNTAIN RD	INVESTIGATED
8/8/2019 12:04	L3	19-220-0307			911CEL	DUVAL WY @ ROBLEDA RD	INVESTIGATED
8/8/2019 19:45	L2	19-220-0534			911CEL	DAWNRIDGE DR @ MAGDALENA RD	INVESTIGATED
8/11/2019 3:10	L3	19-223-0036			911CEL	RIDGEWOOD LN @ VINEDO LN	INVESTIGATED
8/11/2019 11:42	L4	19-223-0121			911CEL	ADOBE CREEK LODGE RD @ MOODY RD	INVESTIGATED
8/11/2019 14:04	L1	19-223-0167			911CEL	TODD LN @ LA PALOMA RD	INVESTIGATED
8/11/2019 17:36	L1	19-223-0252			911CEL	ST FRANCIS DR @ ALEJANDRO DR	INVESTIGATED
8/11/2019 11:31	L4	19-223-0116			911UNK	ADOBE CREEK LODGE RD @ MOODY RD	INVESTIGATED

PUBLIC

SAFETY ASSISTANCE

8/9/2019 11:39	L1	19-221-0136	2	7m 54s	AID	I-280 @ EL MONTE RD	COMPLETE
8/11/2019 0:41	L3	19-223-0008			AID	PAGE MILL RD @ I-280	COMPLETE

CITATIONS

8/8/2019 10:52	L1	19-220-0269			CITE	VOORHEES DR @ EL MONTE RD	CITATION ISSUED
8/10/2019 14:12	L3	19-222-0230			CITE	LIDDICOAT CL @ STANFORD CT	CITATION ISSUED

FOLLOW-UP

8/6/2019 22:39	L1	19-218-0513			FU	OHLONE LN @ FREMONT RD	COMPLETE
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INFORMATION ONLY

8/5/2019 19:44	L1	19-217-0468			INFO	TODD LN @ LA PALOMA RD	INFORMATION GIVEN
8/6/2019 0:59	L3	19-218-0017			INFO	LA BARRANCA RD @ LA BARRANCA CT	INFORMATION GIVEN
8/8/2019 0:04	L1	19-220-0003			INFO	LA PALOMA RD @ ALTA TIERRA RD	INFORMATION GIVEN
8/8/2019 14:53	L1	19-220-0420			INFO	PALO HILLS DR @ FREMONT RD	INFORMATION GIVEN

8/9/2019 9:48	L3	19-221-0095			INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
8/9/2019 23:05	L1	19-221-0450			INFO	I-280 @ EL MONTE RD	INFORMATION GIVEN
8/10/2019 5:26	L3	19-222-0046			INFO	TAAFFE RD @ VISTA DEL VALLE CT	INFORMATION GIVEN
8/11/2019 11:11	L3	19-223-0111			INFO	PAGE MILL RD @ I-280	INFORMATION GIVEN
8/11/2019 19:58	L1	19-223-0293			INFO	LA CRESTA DR @ VISCAINO RD	INFORMATION GIVEN

PATROL CHECKS

8/5/2019 10:13	L3	19-217-0181			PATCK	VIA VENTANA @ BRIONES WY	COMPLETE
8/6/2019 1:05	L1	19-218-0021			PATCK	PURISSIMA RD @ SAMUEL LN	COMPLETE
8/7/2019 23:25	L3	19-219-0431			PATCK	MIR MIROU DR @ PASEO DEL ROBLE	COMPLETE
8/9/2019 1:32	L1	19-221-0016			PATCK	PURISSIMA RD @ SAMUEL LN	COMPLETE
8/10/2019 1:28	L1	19-222-0016			PATCK	PURISSIMA RD @ SAMUEL LN	COMPLETE
8/11/2019 0:56	L1	19-223-0011			PATCK	PURISSIMA RD @ SAMUEL LN	COMPLETE

**SUSPICIOUS
CIRCUMSTANCES**

8/6/2019 4:23	L3	19-218-0059	2	8m 20s	SUSCIR	AMHERST CT @ LIDDICOAT DR	INVESTIGATED
8/6/2019 22:23	L1	19-218-0507	2	2m 29s	SUSCIR	OHLONE LN @ FREMONT RD	INVESTIGATED
8/9/2019 20:18	L1	19-221-0385	2	8m 5s	SUSCIR	CAMPO VISTA LN @ FREMONT RD	INVESTIGATED

WELFARE CHECKS

8/6/2019 21:43	L4	19-218-0494	2	9m 35s	WELCK	BYRNE PARK LN @ DEER SPRINGS WY	COMPLETE
8/7/2019 18:33	L4	19-219-0339	3	8m 52s	WELCK	MOODY RD @ OLD SNAKEY RD	COMPLETE

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