



Town Manager's Report for January 9 -13, 2017

Items to report on this week include the following:

Planning/ Building/ Engineering Update:

The City **Engineer's Report** is attached. Items in **red text** indicate changes in status since prior report. Also, included this week are the Sewer System manager's report for September 2016, the sewer maintenance report for October 2016 and the quarterly Grassroot Ecology progress report on Byrne Preserve restoration.

There were no Site Development or Fast Track hearings this week.

There will not be a January Planning Commission meeting due to a lack of items. The next Planning Commission meeting will be on February 2, 2017.

Staff is currently working on two recruitments, one for Planning Administrative Clerk/Technician and one for Assistant or Associate Planner. Interviews for the Administrative Clerk/Technician position will be held on January 19. The planner interviews are tentatively scheduled for the week of February 6.

Public Safety Update:

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

Administrative Services Update:

On December 21, 2016, **CalPERS** Board of Administration voted to lower the discount rate from 7.5 percent to 7.0 percent over the next three years. The impact of this change will begin July 1, 2018 through June 30, 2021. After discussion with CalPERS Actuary and our government counterparts, this reduction in discount rate will increase each year's contribution by \$120,000. By FY 2020-21, the Town's total estimated pension contribution will be around \$550,000, currently \$300,000.

Staff has informed the Finance & Investment Committee of the financial impact and provided options to further research. Such options include (1) paying down the Town's unfunded liability directly with CalPERS and (2) setting up an irrevocable pension trust. Town Staff plans to engage Bartel Associates once the new CalPERS Valuation is available, in August/September 2017, to further evaluate the best options.

Parks and Recreation Update:

The staff is working on the Spring Activity Guide which is just around the corner!

Town Hall offices will be closed on Monday January 16, 2017 in observance of Martin Luther King Day.

Thanks.
Carl

Last Updated on 1/13/2017

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
1	I-280/Page Mill Interchange	<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.</p>
2	2016 Sanitary Sewer Repair and Rehabilitation Project	<p>(3-25-16) Project has been advertised and bid opening is scheduled for 4-12-16. Project is scheduled to be presented to Council in May for award of contract. List of repair segments is attached. (4-8-16) Staff released an addendum to modify segments in the base bid and alternate bid. (4-14-16) Bids were received from 2 contractors. Award of contract to be presented at the May 19 Council meeting. (5-20-16) Council authorized the award of the construction contract at the May 19 council meeting. (5-27-16) Award documents have been sent to the contractor. Staff waiting for bonds and insurance paperwork. (6-10-16) Staff received bonds and insurance paperwork. Staff reviewing. (6-16-16) Review of bonds and insurance has been completed. Staff working on scheduling a pre-construction meeting with the contractor. (7-22-16) Pre-construction meeting scheduled for 7-25-16. (7-29-16) Preconstruction meeting with the contractor was conducted. Contractor working on scheduling video work for August and will send schedule to Town for review. (8-12-16) Contractor is to begin pre-installation video inspection work starting 8/15/2016. (8-19-16) Pre-construction video is in progress. (9-9-16) Pre-construction video has been completed. Contractor will submit videos for staff's review. (9-23-16) Contractor submitted pre-construction videos and submittals for review. (9-30-16) Contractor has mobilized and started construction activities. (11-04-2016) Project is still under construction. (11-10-16) Contractor has completed 80% of the contract base bid items and is scheduled to complete all base bid items by middle of December 2016. Contractor will return to start the alternate bid items after the New Year to avoid impact to the nearby residents during the holiday season. (11-18-16) Contractor has completed 95% of the contract base bid items. (12/9/2016) Three manholes remaining to be repaired. Due to weather conditions, contractor will resume after the holidays. (01-06-17) Contractor has completed 100% of the base bid items. Contractor will return to complete the alternate bid items in January pending weather conditions.</p>

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Tasks	Project Name	Latest Status
3	Robledo Road Pathway (Fremont to Beatrice) (Project #4)	(8-10-12) Permits have been received from various regulatory agencies. Waiting for funding. (11-21-14) Estimated project cost is over \$600,000. Staff had previously provided some additional signage and shifted the roadway slightly to increase the pathway width. Staff continues to look for possible grant funds. (1-23-15) Staff provided information to Pathway Committee chair. (3-5-15) Committee chair requested hard copies of the drawings for their use to discuss possible grant funding. Staff provided drawings. (4-29-16) Pathway committee to prioritize this project among other pathway projects.
4	Sewer Operations	(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.
5	Wet weather flow monitoring	(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.

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Tasks	Project Name	<u>Latest Status</u>
6	Sanitary Sewer Master Plan Update	<p>(8-26-16) The Request for Proposal has been released and is also on the Town's website. Proposals are due 9-19-16. (9-9-16) Staff received some minor questions and requests. Response will be posted on Town website on 9/12. (9-16-16) Response to questions have been posted on the Town's website. (9-23-16) Staff received two proposals for the Sanitary Sewer Master Plan Update on 9/19. Staff will be reviewing, ranking, and determining whether interview is necessary prior to consultant selection. (10-7-16) Staff completed the review of proposals. Staff will recommend the City Council awarding a contract at the November meeting. (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.</p>
7	Erosion on Page Mill Road near Baler Ranch Rd	<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.</p>
8	VTA Bicycle Expenditure Plan applications	<p>(12-14-12) Staff to work on application to add Nicholson Path Extension and Fremont Road Bike path phase 2 to the Bicycle Expenditure Plan. Applications due 1-31-13. (2-1-13) Applications have been submitted and received by VTA. (3-22-13) Staff provided supplemental information to VTA regarding Hale Creek Path in an effort to secure additional points to qualify to be in the BEP. (4-3-13) All submitted projects were approved to be added to the new BEP. (4-11-13) Hale Creek path and Fremont Road Safe Route to School phase 2 are now on the BEP. (11-10-16) The Bicycle and Pedestrian funding category proposed for the 2016 Measure B Sales Tax will be developed in 2017, pending the final outcome of the poll. VTA will be working through TAC to develop how the bicycle and pedestrian funding category may be made available to local agencies.</p>

Tasks	Project Name	Latest Status
9	El Monte/I-280 interchange	<p>Traffic Safety Committee had some concerns about the stop sign and alignment of the northbound El Monte/I-280 off-ramp. Staff contact Caltrans to discuss. The Stop sign was requested by the Town in 2003, however, there is still a high number of accidents. Town staff worked with CalTrans to improve the safety concern. CalTrans requested funds under their SHOPP program and \$1.2 million was approved to realign the off-ramp so that it comes in more perpendicular to El Monte. TSC supports the proposed realignment. (3-1-13) Tentative schedule is to do the design in 2015 and construct in 2016/2017. (8-22-14) Project study report has been provided by CalTrans. Staff reviewing. (8-29-14) Staff to provide update at an upcoming City Council meeting. (9-19-14) Staff to provided an update to council. Any proposed construction would not likely begin until 2017. (9-26-14) Staff provided update to Traffic Safety Committee. (10-17-14) Staff provided an update to City Council at the 10-16-2014 meeting. (3-27-15) Caltrans has this project scheduled for construction in 2017. Staff trying to get more details from Caltrans. (4-3-15) Caltrans working on paperwork to begin design work. Per Caltrans, construction is still scheduled for 2017. (11-25-15) Per Caltrans, they expect to have project plans sometime around September 2016. (4-14-16) The California Transportation Commission approved the project. Estimated cost is \$1.6 million. (7-15-16) Caltrans submitted plans to staff for comment. This project proposes to realign I-280 NB off-ramp to EB El Monte Road. The work includes new pavement sections, super elevation correction, pavement removal of the abandoned segment within the existing off-ramp, removal and trimming of trees, and drainage work. (7-22-16) Town consultant is reviewing the draft plans from Caltrans. (7-29-16) Draft review comments to be submitted to Town for staff review week of August 1. (8-19-16) Comments sent to CalTrans for consideration. (8-26-16) Caltrans provided additional information and Town traffic consultant reviewing. (9-16-16) Additional comments sent to Caltrans for their consideration and response. (11-04-2016) Caltrans is planning to perform trees removal in December for realignment of ramp to be constructed next summer. Staff is meeting with Caltrans on 11/08/2016. (11-18-16) Caltrans notified the Town and neighbors adjacent to the I-280/El Monte NB offramp that trees removal work will start on December 5 for 5 working days. (11-23-16) Plant Removal Plan and Planting Plan attached</p>
10	Robleda and Purissima intersection study	<p>(4-22-16) Agreement with consultant executed. (4-29-16) Work underway. (5-6-16) Data collection and analysis being performed. (5-20-16) Data collection completed and draft report submitted. Staff reviewing draft report. (5-27-16) Report has been completed and will be shared with the neighbors for discussion. (6-3-16) Report has been received by the neighbors. Staff setting up meeting to discuss report with the neighbors.(6-10-16) Staff to meet with neighbors on 6-13-16 to discuss the traffic consultant's technical memo. (6-16-16) A few neighbors attended the meeting at Town Hall. Staff discussed the report, answered questions and explained the process. Staff indicated that a three way stop sign is not recommended by staff as it does not meet the warrant analysis. Neighbors to discuss and decided what concept they have support for and get back to staff. (7-15-16) Staff working with neighborhood representative to prepare map showing recommendations from the residents. (7-22-16) Draft map sent to neighborhood representative for review. (7-29-16) Staff revising map to incorporate comments from neighborhood representative. (8-19-16) Revised map sent to neighborhood representative for review. Neighbors are requesting a 3 way stop sign to be installed. Per consultant's study, a stop intersection is not warranted. (8-26-16) Neighborhood representative picked up map for review and comment.</p>

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11	Hale Creek/Magdalenena connector Path	<p>(1-8-16) Additional information provided to CalWater. (1-15-16) Staff spoke to CalWater and clarified the need for the easement. (1-22-16) CalWater real estate attorney has some comments on the easement language. (1-28-16) City attorney office to discuss comments with CalWater attorney. (2-5-16) Staff working on obtaining some field survey stakes to look at alternatives. (2-19-15) CalWater attorney preparing a proposed amendment. (2-25-16) Alternate path layout to avoid need for additional CalWater easement is possible with encroachment onto CalTrans R-O-W. Staff to work on encroachment permit application to CalTrans. (3-3-16) Staff completed encroachment permit application and submitted to Caltrans for review and approval. (3-11-16) Caltrans encroachment permit section did not receive application. Staff resent application, waiting for confirmation. (3-18-16) Staff resent electronic and hard copy of encroachment permit application to Caltrans. (3-25-16) Caltrans reviewing encroachment permit application and has questions. Staff working on addressing Caltrans concerns. (4-8-16) Staff sent new photos and additional details to Caltrans to clarify questions. Caltrans reviewing. (4-22-16) Caltrans headquarters is reviewing. (5-13-16) Caltrans is requiring an exception request to allow construction of a pedestrian facility passing through an access-controlled off-ramp fringe area. Staff to work on exception request. (5-20-16) Staff reviewing sample request from another agency. (6-10-16) Staff to complete and file environmental document with County Recorder's office.(6-23-16) Environmental document has been filed with County Recorder's office. (7-15-16) Staff working on resubmittal to Caltrans. (7-29-16) Staff resubmitted additional information to Caltrans for review and approval. (8-19-16) Caltrans provided some additional comments on our application. Staff working on comments. (9-9-16) Staff resubmitted the requested additional information to Caltrans for review and approval. (9-30-16) At Caltrans request, staff is preparing additional certification forms to be signed by the project designer.</p>
12	Open Space Stewardship	<p>(1-15-16) Draft grazing recommendation memo has been received from the consultant. Staff and committee reviewing. (1-28-16) Staff met with Open Space Committee and Acterra to get an update on activities and to discuss contract extension. Acterra to submit proposal to Town. (2-5-16) Acterra submitted a three year proposal for staff to review. (2-12-16) Open Space Committee also reviewing proposal and will provide recommendation. (3-11-16) Staff discussed schedule with members of the OSC. (3-25-16) OSC supports the proposal from Acterra and will be presenting the project to Council at the April meeting. (4-8-16) Council approved 2 month extension to Acterra's contract to align with the fiscal cycle. Contract renewal will be discussed with the budget. (4-14-16) Staff working with Acterra and Open Space Committee for proposed longer term contract. (4-22-16) Acterra 2 month extension has been executed. Proposed longer term contract will be discussed with the upcoming budget. (4-29-16) Open Space Committee and Acterra to present project for funding at the joint Council/FIC meeting on May 31. (5-13-16) Open Space Committee discussed Acterra's three year contract proposal for restoration activity and the committee is in support of the proposed contract. (5-20-16) Acterra's quarterly report for January to April 2016 is attached. (5-27-16) Acterra completed their second year of stewardship services. Acterra's final report for May 2015 to April 2016 is attached. (6-3-16) A three year restoration program and a one year maintenance and education service agreement will be presented to Council at their June meeting. (6-23-16) Contract with Acterra has been approved. Contract being executed. (7-22-16) Contract has been executed. Acterra progress report for the months of May and June is attached. (7-29-16) Mowing of O'Keeffe and Byrne Preserve for yellow star thistle was performed. (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. (1/13/2017) Grassroots Ecology quarter report (2016 Oct-Dec) is attached.</p>

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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
13	Drainage improvement at Newbridge	<p>(8-28-15) Staff identified a drainage problem on Newbridge. Staff working on getting quotes to prepare a design. (9-4-15) Staff in process of meeting designers. (9-11-15) Designers working on proposals. (9-18-15) Staff received one proposal and still waiting for one more. (9-25-15) Staff received two proposals and is working on agreement for consultant. (10-9-15) Designer to provide schedule for design work. (10-23-15) Survey work completed, design underway. (10-30-15) Preliminary design scheduled to be submitted mid November for staff review. (11-5-15) Design in progress. (11-20-15) Staff to follow up on status of preliminary design submittal. (11-25-15) Staff received preliminary plans for review. (12-4-15) Staff received a revised preliminary design package and is in the process of reviewing the documents. (12-18-15) Comments on the design have been provided to the designer to incorporate. (1-22-16) Staff checking on possible utility conflict for proposed storm drain improvements. (2-5-16) Consultant working on finalizing the design and estimate. (2-12-16) Consultant submitted design and estimate for Town to review. Staff Reviewing. (2-19-16) Design is complete. Staff waiting for final hard and soft copies. (3-3-16) Project will be advertised at the same time as the 2016 Townwide pavement rehabilitation project. (4-29-16) Budget request for construction will be made for this project. (6-3-16) Project will be advertised on 6-8-16. (6-10-16) Project has been advertised. Bid opening scheduled for 6-30-16. (7-15-16) One bid was received and it was high. Staff will be requesting council to reject the one bid received at the July Council meeting. (7-22-16) Council approved the rejection of the bids. Staff will likely include with next years road rehabilitation project.</p>
14	P-TAP Round 18 grant funds	<p>(10-9-15) Staff working on application for grant funds. (10-30-15) Staff completed and submitted grant request. (12-11-15) Results of grant request should be available in early 2016. (1-22-16) Town did not get selected to receive the grant. (1-28-16) Town will re-apply next year for grant. (9-30-16) MTC will announce the Call-for-Projects for its Pavement Management Technical Assistance Program (P-TAP) Round 18 next month. Once the Call-for-Project is announced this October or November, we intend to apply. If we are selected as recipient of P-TAP, we will work with MTC's consultant to update our PMP. (10-21-16) MTC announced the Call-for-Project for the P-TAP 18. The Town will apply for the grant to update our PMP. The application is due 11/21/2016. (11-10-2016) Staff completed the P-TAP 18 grant application and submitted it to MTC.</p>

Tasks	Project Name	Latest Status
15	I-280 Repaving	<p>(12-13-13) Staff contacting CalTrans again to see if they have an update on when I-280 within Los Altos Hills will be scheduled to be repaved. (12-20-13) E-mail received from Jeremy Dennis discussing the CalTrans process. By fall of 2014 Caltrans will decide which projects will be included in the 2016 SHOP program for bidding in 2018-19. Not sure if a section of I-280 within LAH will be selected. (7-18-14) Mayor will be sending a letter to CalTrans to request expediting the paving schedule for I-280 within Los Altos Hills. (9-19-14) Letter was sent to Caltrans. (10-17-14) Caltrans staff indicated that per the program schedule, the soonest the paving work would occur is in 2018/2019 and the latest it would occur is in 2019/2020. Staff still trying to contact the District Director. (11-21-14) Senator Jerry Hill's office is getting involved. (1-9-15) Caltrans district director to meet with Town Mayor and councilmember to discuss project. Assemblyman Rich Gordon's office is involved. (1-16-15) On-line petition being developed. (1-28-15) Caltrans working on project initiation document (PID) for pavement improvement and expects to submit in June as a candidate for funding in the 2016 SHOPP. (4-17-15) Caltrans has some questions regarding the noise measurements provided to them. Staff forwarded responses to Caltrans. (5-29-15) Supervisor Joe Simitian sent letter to Caltrans requesting that they program the I-280 repaving project in the next programming cycle. (7-31-15) Caltrans completed and approved a Project Initiation Document to resurface I-280 from Foothill Boulevard to 0.5 mile north of Sand Hill Road. Project to be submitted for the 2016 SHOPP program to compete for funds. (8-14-15) Per discussion with Caltrans staff, project is approved under the 2016 SHOPP program. Construction should occur around 2018. (11-20-15) Per Caltrans project development for this project is pending CTC approval of the SHOPP candidates in April 2016. If approved, target construction is Summer of 2019. (4-14-16) The California Transportation Commission approved the project. Estimated cost is \$59.5 million.</p>
16	VTA TAC Meetings	<p>(1-15-16) Staff attended the 1-14-16 TAC meeting and the Envision SV Ad-Hoc committee meeting. A new chair and vice chair was selected. Committee took action to approve allocation of \$250,000 to help fund the interim bicycle improvements on Page Mill/I-280 interchange. Ad-Hoc committee working on selection criteria for projects listed for Envision SV. (2-5-16) Staff attended the VTA Board meeting and the Board approved the \$250,000 to the County to help fund the interim bicycle improvements. (3-11-16) Staff attended the 3-10-16 TAC meeting. Committee received update on Envision Silicon Valley. VTA staff is developing categories for ESV to distribute an estimated \$6.5 Billion. (4-14-16) Staff attended the April TAC meeting. (4-14-16) TAC committee did not reach agreement on a formal recommendation of the Envision Silicon Valley policies to the Board. VTA staff will provide TAC comments to the Board at their April 22 workshop. (6-10-16) June TAC meeting was canceled. Next meeting is in July. (8-26-16) Staff met with VTA staff to discuss Countywide bicycle plan. VTA working on draft map for upcoming BPAC meeting. (10-14-16) Staff attended the 10-13-16 TAC meeting. Committee received update on Caltrans I-80 Smart Corridor project. Committee also received an update on the Countywide Bicycle Plan prioritization criteria. (11-10-16) Measure B is currently polling at 70%. VTA expects the poll to be final by Monday, 11/14/16. (12/9/2016) VTA has provided 2016 Measure B update and is expected to begin receiving funds in June 2017 and the the allocation is for Fiscal Year 2018-2019 (1/13/2017) Staff attened the 1/11/2017 TAC meeting. Committee received a report on the Draft Transit Service Plan. Committee received and discuss 2016 Measure B Program Areas.</p>

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17	Review of non-residential sewer units	<p>(6-19-15) Sewer consultant to visit Town properties week of 6-22-15. Consultant will visit and meet with all non-residential users to inspect facility and discuss usage. (7-10-15) Consultant coordinating with non-residential facilities to set up appointments to visit and inspect. (7-23-15) Site visits to non-residential facilities in progress. (10-2-15) Most of the sites have been visited. Consultant hope to complete site visits by the end of October. (10-30-15) All site visits have been completed. Consultant working on analysis. (11-13-15) Staff and consultant to discuss draft results in early December. (12-11-15) Draft results submitted to staff. Staff to review and schedule discussion with consultant. (12-18-15) Staff to discuss draft results with consultant in January 2016. (1-8-16) Consultant preparing data sheets with preliminary findings to send to non-residential users for their review and comment. (1-15-16) Staff working with consultant on documents to be sent to each non-residential user. (1-28-16) Draft site specific data sheets with preliminary findings have been sent to each non-residential user for review and comment. (2-5-16) Staff and consultant has been contacted by two non-residential users to discuss preliminary findings. Comments from non-residential users are due February 22, 2016. (3-11-16) Staff received draft report from consultant. Staff reviewing. (4-8-16) Staff working with attorney's office to verify information that may need to be removed for privacy concerns. (5-6-16) Staff to present findings and recommendation to FIC. (5-13-16) Consultant findings and recommendations to be presented to FIC at their July 11, 2016 meeting. (5-20-16) FIC meeting rescheduled for July 6th. (7-15-16) FIC did not reach an agreement on a recommendation to City Council. Staff will be meeting with Ad-Hoc committee to discuss further. (7-29-16) Ad-Hoc committee requested attorney review of three alternative proposed by the Ad-Hoc committee. Town attorney reviewing. Item to be presented to Council at the August meeting. (8-12-16) Town attorney completed their review of the three alternatives proposed by the Ad-Hoc committee. Item is on the August City Council Agenda. (8-19-16) Item was referred back to the FIC Ad-Hoc Committee for further discussion. (8-26-16) Meeting with Ad-Hoc committee scheduled for 8/29. (9-9-16) Staff to present amended recommendations and City Attorney's response to FIC at their September 13, 2016 meeting. (9-16-16) Item to be presented to the City Council at their October 2016 meeting. (10-21-16) City Council approved the proposed non-residential sewer allocation fee schedule. Pubic hearing is tentatively scheduled for 1/19/17. (12-2-16) Pubic hearing is scheduled for 1/25/17.</p>
18	West Loyola/Mora Drive Pathway study	<p>(7-15-16) Staff collected speed data on West Loyola and Mora Drive and the results indicate speeds over the posted speed limit on both streets. Mora Drive has an 85th percentile of 10 mph over the posted speed limit and West Loyola has an 85th percentile of 6 mph over the posted speed limit. Staff also engaged a consultant to look into the feasibility of constructing a path on the two streets. (9-23-16) Staff reviewed the draft preliminary report and provided comments to the consultant to address. (10-14-16) Path Study has been completed.</p>
19	Evaluation of Cut Through Commuter Traffic Method - Waze	<p>(11-10-2016) Waze is popular traffic mobile application that provides navigation guidance by combining real time traffic reported by users. When the first Waze-enabled car finds its way to a promising shortcut, thousands can follow. Recently, staff received complaints from residents about Waze directing traffic to Town streets such as Purissima, Robelda, Elena Roads. Staff will initiate contact with Waze and request removal these three streets from their alternate routing list for I-280. (1-6-2017) Staff has successfully contacted Waze and participated with Waze's Connected Citizen Program (CCP). CCP will enable the Town to exchange data (traffic) with Waze and potentially to influence Waze's routing algorithm on route traffic to Town's local streets (1/13/2017) Staff continues to participate Waze's Connected Citizen Program.</p>

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Tasks	Project Name	Latest Status
20	Pathway Inventory, Assessment, and GIS Services	(1-6-2017) Staff Report was pulled from December 2016 City Council Meeting. Staff will present this to Pathway Committee in the coming meeting for recommendations before presenting to the Council.
21	Miscellanies	<p>(12/9/2016) Staff will meet with Kid Gordon-Open Space committee and Grassroots Econogy on 12/16/2016 to discuss building a horse fence at Byrne Preserve; Staff is working with Yung Ha residence at 26440 Taffee Rd for on-site drainage concerns; Staff is working with Michelle Yu at 13060 E. Sunset for traffic safety concerns; Staff is working with Nick Dunckel-pathway committee on concerns of maintenance and code enforcement of some pathway, and the asphalt pathway on La Barranca Rd; Staff has been working with property owner Joe Believau at 26270 Purissima Rd. for requesting to perform grading project during rainy season; Staff is completing the annual Vehicle Registration Fee Report to VTA; Staff mailed out sewer service back charge notification letters to approximate 30 property owners; Staff has participated VTA's CIP Work Group meeting on 12/6/2016 (12/16/2016) Staff met with Kid Gordon, Open Space Committee and Grassroots Ecology for the horse fence at Byrne Preserve and decided the style and material for the fence. Grassroots will pay \$1K and OpenSpace Committee potentially pays for the remaining estimates cost \$2.5K for all material cost; Staff continues to work with Nick on Pathway maintenance concerns at Byrne Preserve Area; Staff met with PG&E for pre-construction project will take place on El Monte Rd between 1/9/2017 to 2/24/2017. This project will replace 3" existing gas pipe to 6" between Foothill College entrance and Moody Rd and requires west bound traffic to be flagger controlled M-F from 9 to 16 hours. Staff has informed PG&E to issue project notification letter for properties within 500 feet of the project. (1-6-2017) Staff will meet with resident, Michelle Yu (13060 E Sunset), on 1-6-2017 to discuss traffic safety concern of E. Sunset; Open Space Committee will vote on the share funding on 1/12/2017 for Byrne fence cost of \$2,000; Staff continues to work with Nick Dunckel to address pathway maintenance concerns; (1/13/2017) Staff supported Storm and post-storm related services and emergency responses since 1/7/2017 to remove falling down trees at various locations throughout the Town and removed a small mud slide on El Monte Rd, Town crew continues to remove road debris in preparation for the next storm; Staff supervised PG&E Gas Pipe boring project's traffic control activities starting on 1/9/2017;</p>

**Town of Los Altos Hills
Sanitary Sewer Collection System Progress Report
Contract Year 2016**

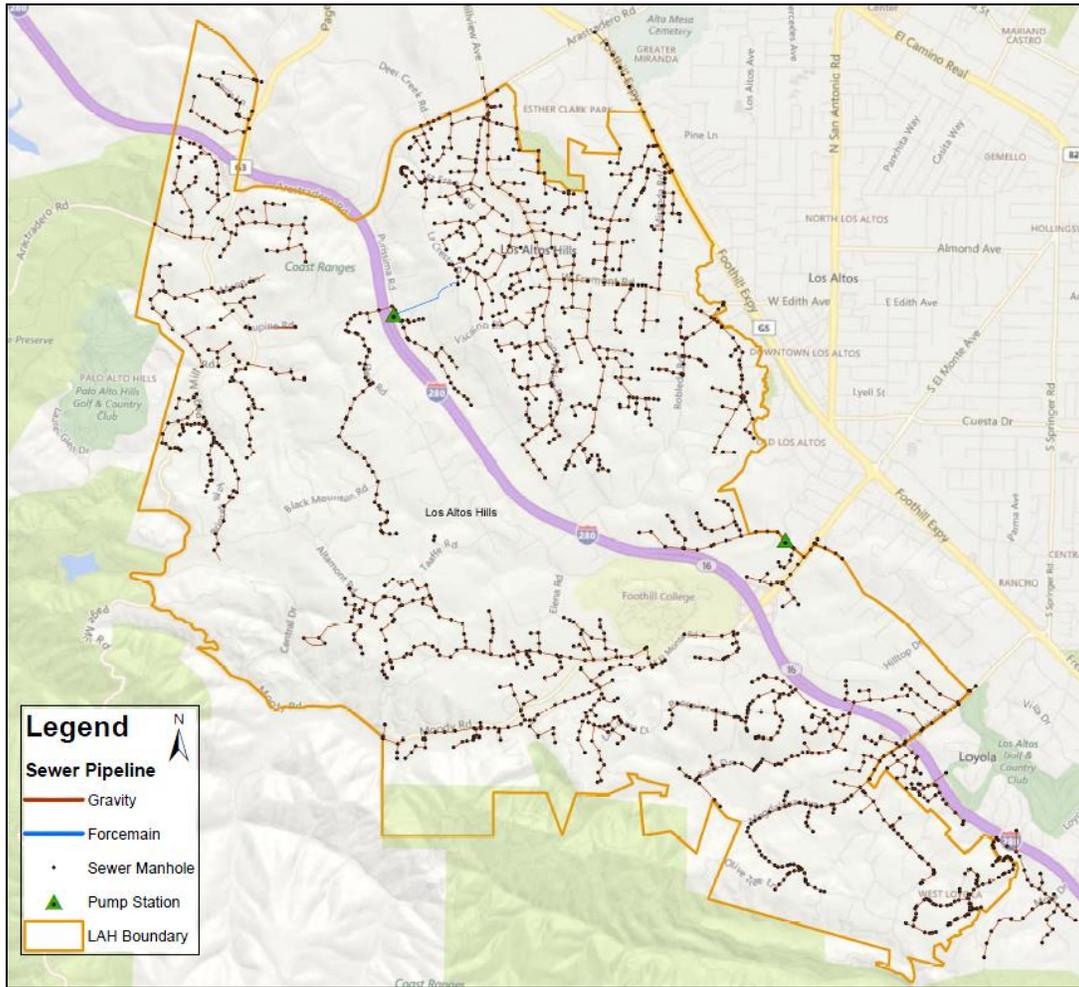
**Reporting Month: September 2016
Report Date: January 11, 2017**

I. INTRODUCTION

Figure 1 shows the Town of Los Altos Hills sewer system.

- Area served: 8.8 square miles
- Miles of sewer pipelines: 55.78
- Number of residential parcels: 1,773
- Number of non-residential connections: 8

Figure 1. Town of Los Altos Hills Sewer System



II. PUBLIC WORKS DIRECTOR/CITY ENGINEER HIGHLIGHTS

a. SEWER SYSTEM MAINTENANCE HIGHLIGHTS

There were no significant issues noted during this month’s cleaning operations. West Bay performed routine maintenance operations at both the Purissima and O’Keefe pump stations.

During CCTV inspections, West Bay marked seven pipes with either structural grade 3 or 2 defects (described by NASSCO PACP as likely requiring action after 10 years), and one pipe with grade 5 defects (both described by NASSCO PACP as likely requiring action within 1 to 5 years) for follow up. Follow up will involve either repair/rehabilitation under a future CIP, or pipe patch by West Bay under their current maintenance contract. The pipes with grade 5 defects will receive higher priority and will be reviewed further to determine if repair needs to be included in the next capital improvement program (CIP). In addition, one pipe with asphalt deposits is scheduled for re-cleaning using a milling machine.

During this month there were no reported SSOs in the Town’s collection system.

A summary of completed sewer maintenance tasks is provided in Table 1, below. More detailed information is provided later in this report, and is also shown in the attached maps.

Table 1. Summary of Completed Tasks (Current Contract Year August 2016 – July 2017)

Task	Month of September 2016	Contract Year to Date	Compare to One Year Goal
Sewer Cleaning <ul style="list-style-type: none"> • 36-month and 24-month Schedule • High Frequency (12- and 6-month) • Other, Unscheduled Cleaning 	<ul style="list-style-type: none"> • 1.04 mile • 0.50 mile • 0 miles 	<ul style="list-style-type: none"> • 2.01 mile • 0.82 mile • 0 miles 	11.04% of Goal (16.67% of Time Elapsed)
Pump Station <ul style="list-style-type: none"> • Preventive Maintenance • Unscheduled repairs 	<ul style="list-style-type: none"> • 4X • 0X 	<ul style="list-style-type: none"> • 8X • 1X 	16.67% of Goal
CCTV Inspection <ul style="list-style-type: none"> • Routine Schedule (30 mos) • Other Unscheduled CCTV 	<ul style="list-style-type: none"> • 1.04 mile • 0 mile 	<ul style="list-style-type: none"> • 2.04 mile • 0 mile 	11.60% of Goal
SSO Response <ul style="list-style-type: none"> • No. of SSOs – Sewer Main 	<ul style="list-style-type: none"> • 0 	<ul style="list-style-type: none"> • 0 	N/A

Cleaning

Figure 2a shows pipe cleaning progress for previous (PREV) and current (CURR) contract years. Since August 1, 2014, 75.59 percent of the Town’s collection system pipes has been cleaned. The progress chart includes information regarding pipes that have been cleaned more than once due to their High Frequency schedule assigned by West Bay based on operations and maintenance observations. Percentages are based on the number of pipe segments cleaned excluding repeat cleaning. Calculating percentages using the number of pipes is a more consistent approach than using pipe lengths due to differences between existing records and field observations.

Figure 2b shows cleaning results for the Town’s pipes for the current contract year only. These cleaning results represent 4.79 percent of the system. In the new contract year, 42.46 percent of the cleaned pipes had roots, 20.55 percent had debris, 2.74 percent had grease and 34.25 percent were clear.

Figure 2a. Cleaning Progress as of September 30, 2016

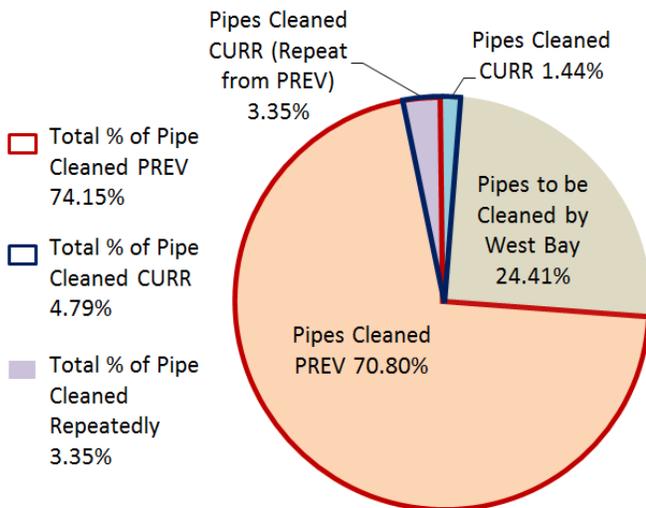
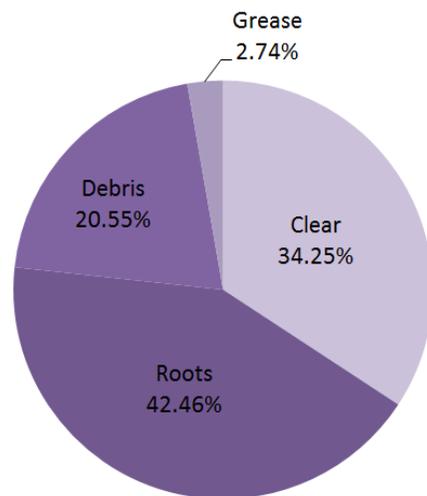


Figure 2b. Cleaning Results for the Current Year to Date. (Chart represents 4.79% of system).



Prior to hiring West Bay, the Town did not have an aggressive and structured sewer pipe cleaning program. As a result, debris from prior years has been found inside the pipes. After West Bay cleans the entire system at least once, cleaning and debris issues in the system should decrease. The Town expects to finish cleaning the entire system at least once at the end of the current contract year.

During the first contract year, from August 2014 through July 2015, West Bay focused on cleaning pipes that had high volumes of SSOs. In the second contract year, from August 2015 through July 2016, West Bay began performing maintenance operations one sewer “branch” or drainage area at a time. This approach will be continued in the current contract year. Cleaning results from the previous contract years are summarized in Tables 2 and 3, including the cleaning results to date.

High frequency pipe cleaning and chemical root control are two measures the Town is implementing to maintain its system. Additionally, the ongoing CIP that aims to replace pipes in the worst structural condition will also aid in addressing issues within the system. Some of the pipes with the worst structural defects also contribute to presence of debris and roots in the system.

Table 2. Cleaning Results PER CONTRACT YEAR by Percent of Pipe Segments

Pipe Cleaning Result	Previous Contract Years (74.15% of System Cleaned)	Current Contract Year (4.79% of System Cleaned)
Clear	30.31%	34.25%
Roots	23.66%	42.46%
Debris	44.37%	20.55%
Other	1.66%	2.74%
Total	100% of Cleaned Pipes	100% of Cleaned Pipes

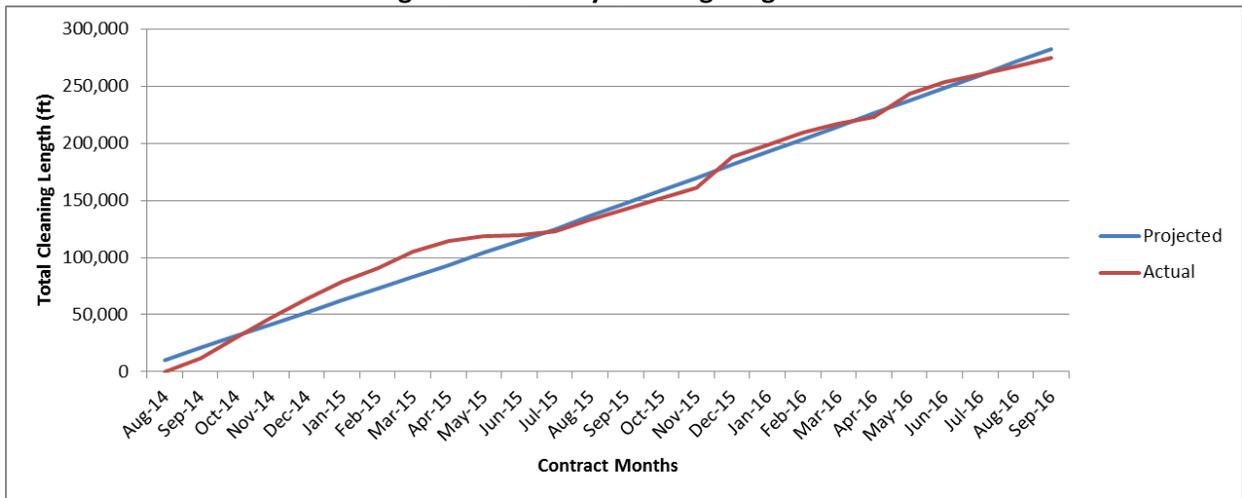
Note: The sum of the previous contract year percentage (74.15%) and current contract year (4.79%) is not the total percentage of pipe cleaned in the system to date. There is a 3.35% overlap between the 3 contract years because of the pipes that have been cleaned more than once due to the High Frequency cleaning schedule.

Table 3. Cleaning Results TO DATE by Percent of Pipe Segments

Pipe Cleaning Result	Previous and Current Contract Year (75.59% of System Cleaned)
Clear	30.52%
Roots	24.64%
Debris	43.12%
Other	1.72%
Total	100% of Cleaned Pipes

Figure 3 shows West Bay’s cleaning progress since they started maintaining the Town’s sanitary sewer collection system in August 2014. West Bay has been effective in meeting each year’s total cleaning footage goal on average.

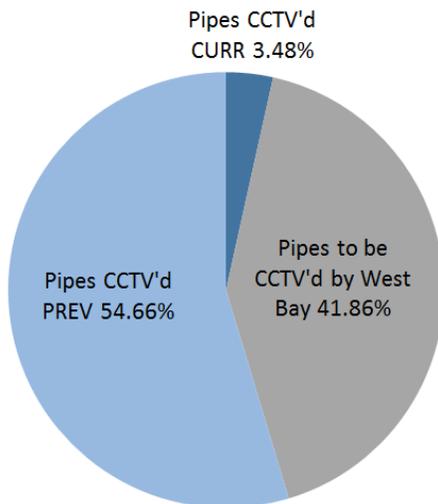
Figure 3. West Bay Cleaning Progress



CCTV Inspection

Figure 4 shows the progress of West Bay’s CCTV inspection of the Town’s system. For consistency, percentages shown are based on the number of pipe segments inspected rather than pipe length. As of September 2016, 58.14 percent of the system had been inspected. Of the 58.14 percent, 3.48 percent was inspected during the current contract year. The remaining 41.86 percent of pipes in the system has not been inspected by West Bay, and will be inspected during the current contract period.

Figure 4. CCTV Inspection Results as of September 30, 2016



As part of West Bay’s CCTV Operations, pipes with NASSCO PACP Grade 4 or 5 Operations and Maintenance (O&M) defects are placed on the hot spot list. Pipes on the hot spot list receive a more frequent cleaning schedule of 12 and 6 months. Cleaning these pipes more frequently will help address these O&M defects before they affect the pipe’s structural condition, and will also help prevent potential blockages within the pipes. Pipes with Grade 4 or 5 O&M defects will remain on the hot spot list until the O&M issue in question is resolved. The hot spot list is maintained by West Bay outside of the Lucy database. According to West Bay, high frequency schedules for all pipes maintained through July 2016 have been uploaded to Lucy. In developing this report, VWHA retrieved the

current hotspot list (12-month or 6-month cleaning schedule) from Lucy and is awaiting confirmation from West Bay that the list is current.

Figure 5a. CCTV Inspection Results CURR September 2016 (Structural). (Chart represents 3.48% of system).

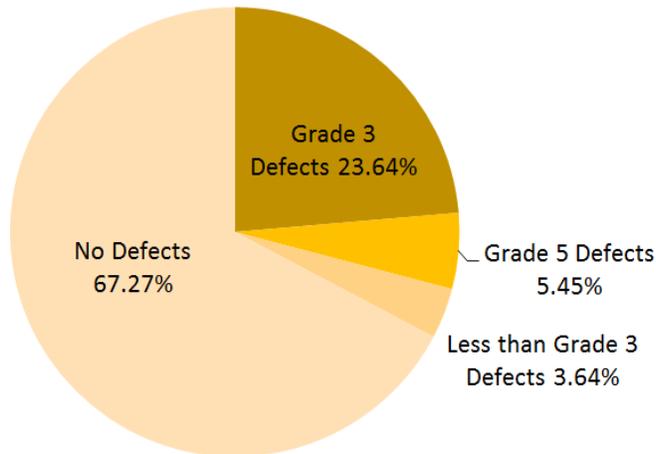
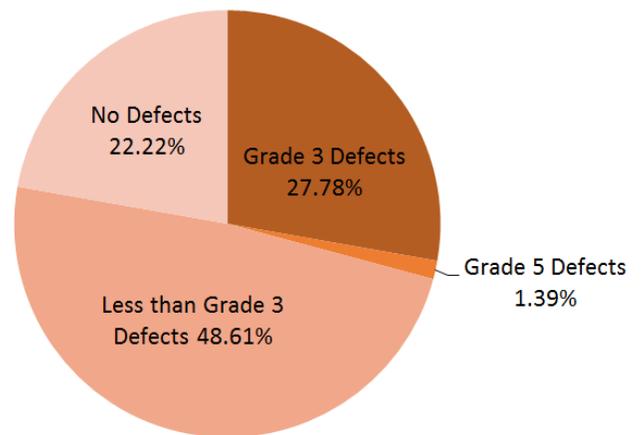


Figure 5b. CCTV Inspection Results CURR September 2016 (O&M). (Chart represents 3.48% of system).



Figures 5a and 5b show structural and O&M defects found during the current contract year. These charts reflect results for 3.48 percent of the system.

During this period, 67.27 percent of inspected pipes had no structural defects, 27.28 percent had Grade 3 or better structural defects, and 5.45 percent had Grade 5 structural defects. There were no Grade 4 defects reported during this month.

From the pipes inspected in the current contract year, 1.39 percent has NASSCO PACP O&M Grade 5 defects. In addition, 76.39 percent of the inspected pipes has Grade 3 or lower defects. This group excludes the 22.22 percent of pipes with no defects.

In the previous contract year, West Bay encountered more pipes in the system having NASSCO PACP Structural Grade 5 defects as compared to the first year. This comparison is shown in Tables 4 and 6. For the current contract year, West Bay will continue CCTV operations on pipes in Branches 2 and 5 that have not been inspected. West Bay will continue to provide field follow-up notes to the Town as part of the CCTV process. These field notes have been used to help develop the Capital Improvement Program, which addresses the most critical pipes with Grade 4 and 5 structural issues.

The observed CCTV O&M defects are summarized in Tables 5 and 7. During the first year of West Bay's contract, video inspection was prioritized for lines with known issues (based on existing maintenance records and the Town's understanding of the system) and incomplete inspections. This approach helped identify pipes needing more frequent maintenance. As shown in Tables 5 and 7, during the second and current contract years, the number of O&M issues discovered through CCTV inspection has substantially decreased from the first contract year.

Table 4. Structural CCTV Results PER CONTRACT YEAR by Percent of Pipe Segments

Pipe Structural Grade	Previous Contract Years (54.66% of System CCTV'd)	Current Contract Year (3.48% of System CCTV'd)
Grade 5	4.34%	5.45%
Grade 4	0.44%	0%
Grade 3 or Less	95.22% includes 61.96% with no defects	94.55% includes 67.27% with no defects
Total	100% of CCTV'd Pipes	100% of CCTV'd Pipes

Table 5. O&M CCTV Results PER CONTRACT YEAR by Percent of Pipe Segments

Pipe O&M Grade	Previous Contract Year (54.66% of System CCTV'd)	Current Contract Year (3.48% of System CCTV'd)
Grade 5	4.27%	1.39%
Grade 4	0.81%	0%
Grade 3 or Less	94.92% includes 30.90% with no defects	98.61% includes 22.22% with no defects
Total	100% of CCTV'd Pipes	100% of CCTV'd Pipes

Table 6. Structural CCTV Results TO DATE by Percent Pipe Segments

Pipe Structural Grade	Previous and Current Contract Year (58.14% of System CCTV'd)
Grade 5	4.40%
Grade 4	0.42%
Grade 3 or Less	95.18% (includes 62.26% with no defects)
Total	100% of CCTV'd Pipes

Table 7. O&M CCTV Results TO DATE by Percent Pipe Segments

Pipe O&M Grade	Previous and Current Contract Year (58.14% of System CCTV'd)
Grade 5	4.10%
Grade 4	0.75%
Grade 3 or Less	95.15% (includes 30.38% with no defects)
Total	100% of CCTV'd Pipes

Figure 6 shows West Bay's CCTV progress since they began maintaining the Town's sanitary sewer collection system in August 2014. West Bay has consistently exceeded the CCTV inspection goal required by previous and current contract years.

Figure 6. West Bay CCTV Progress



Pump Station Maintenance

During this month, routine maintenance was conducted at Purissima and O’Keefe pump stations. There were no scheduled repairs during this month.

SSO Review

Table 8 shows SSOs to date by cause. During this month, there were no SSOs reported in the Town’s Sewer Collection System.

In the 2 years since West Bay started maintaining the Town’s collection system, the Town has reduced the number of sanitary sewer SSOs. There have been 12 SSOs since West Bay took over the Town’s sewer maintenance operations in August 2014. This is a significant improvement compared to the 40 SSOs in the 3 years prior to West Bay’s involvement. Although drought conditions may have influenced this outcome, the Town’s effort to implement a structured maintenance program has been the key to reducing SSOs.

Table 8. SSOs to September 30, 2016, by Cause

Cause of SSO	2016	2015	2014	2013	2012
Root Intrusion	1	5	16	9	10
Debris	0	1	1	2	0
Grease	0	0	0	0	0
Structural	0	0	1	0	1
Pump Station Failure	0	0	0	0	1
Other	0	1	0	1	2
Total SSOs/yr	1	7	18	12	14

Attachment I include maps providing additional information on cleaning and CCTV inspection results, and SSOs.

b. Summary of Meetings Held during Reporting Month

During this month, the Town had a meeting with VWHA to discuss the flow monitoring program and general sewer management needs.

c. Computerized Maintenance Management System (CMMS) Updates

During the reporting month, routine input of cleaning and CCTV inspection results were added to the CMMS.

d. Geographic Information System (GIS) and Progress on Manhole Data Collection

The most recent GIS update received by VWHA and the Town was dated February 2, 2016. VWHA and West Bay have discussed the need to have a more current database on an ongoing basis. The transfer of data from Lucity to GIS should occur at the same frequency as West Bay’s Lucity database updates. West Bay has agreed to create a new GIS download from Lucity in December 2016. Following this download, VWHA will request a new GIS layer from West Bay on a quarterly basis.

After the updated GIS layers are received, VWHA will add recently-acquired manhole rim and invert elevations into the most current GIS layer, for use by both WBSD, the Town, and the Town’s Hydraulic Modeling Consultant.

e. Maintenance Planning

West Bay has continued to implement the agreed maintenance plan from previous discussions with the Town and VWHA. West Bay will continue to clean and CCTV remaining pipes in Branch 2 and 5 of the system to start the current contract year.

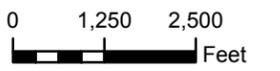
f. Other

Table 9 provides updates on the progress of the Town's sewer system management activities that are completed in addition to operations, maintenance, and SSO response.

Table 9. Staff Support Activities Summary of Progress

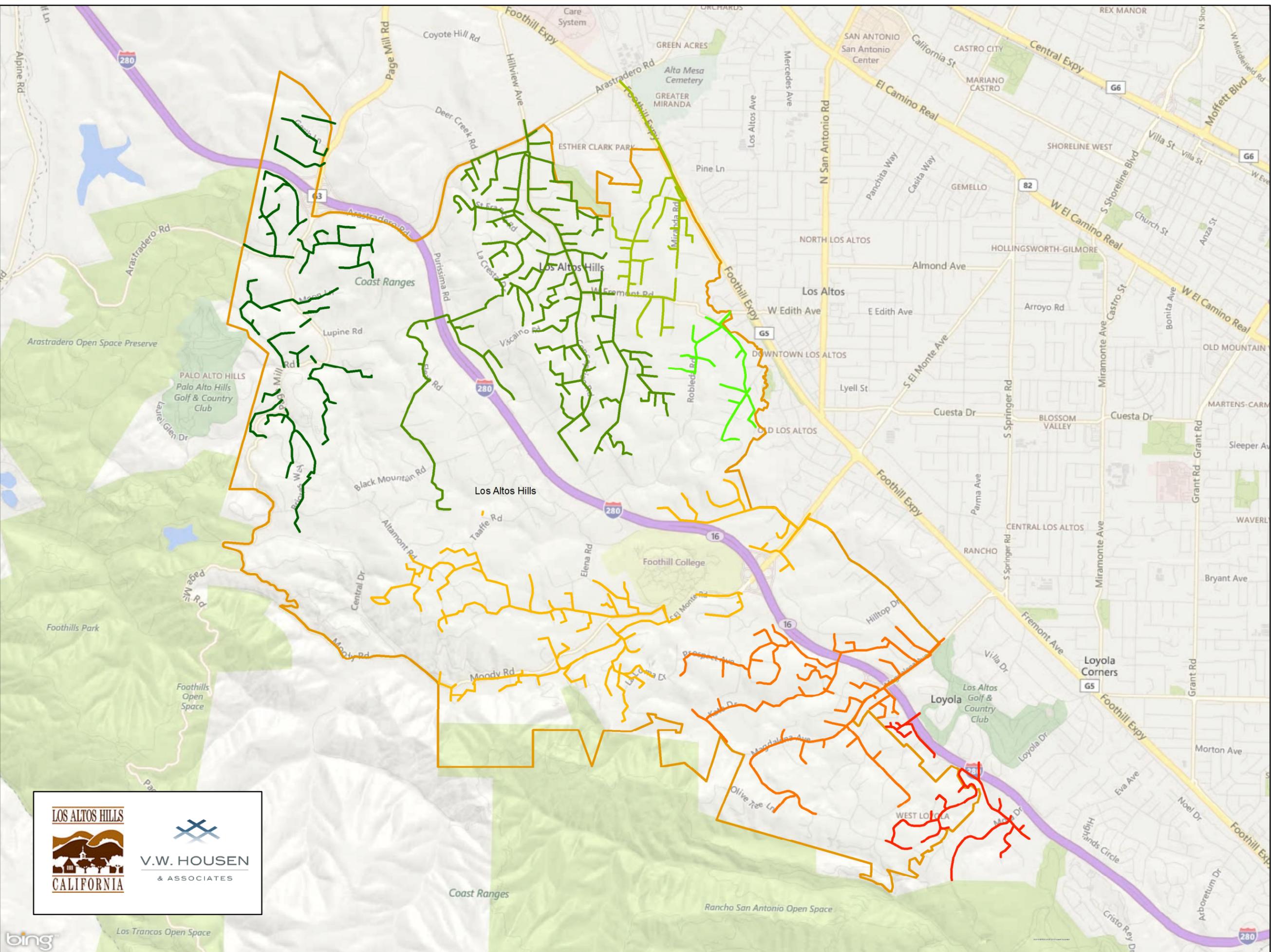
Staff Support Activities	Progress and Comments	Future Milestones	Date Scheduled	Date Completed
Sewer System Management Plan	<ul style="list-style-type: none"> SSMP update was completed and adopted by Council. No formal actions will be required for the next five years, other than the SSMP audit to be completed every two years. 	<ul style="list-style-type: none"> Biennial audit 	<ul style="list-style-type: none"> May 2018 	
2016 Sewer CIP	<ul style="list-style-type: none"> The Town’s risk model has been completed. Based on risk model results, a repair list was developed for the CIP. VWHA submitted the final document for the CIP that includes input from both the Town and West Bay. The City Council awarded the construction contract on May 19, 2016. 	<ul style="list-style-type: none"> Project Construction 	<ul style="list-style-type: none"> In Progress 	<ul style="list-style-type: none"> In Progress
Cleaning and CCTV programs	<ul style="list-style-type: none"> West Bay continues to perform cleaning and CCTV of pipes in Branches 2 and 5 of the system. 	<ul style="list-style-type: none"> Complete Year 3 Contract 	<ul style="list-style-type: none"> July 31, 2017 	<ul style="list-style-type: none"> In Progress
2015-16 Hot Spot program	<ul style="list-style-type: none"> West Bay was scheduled to upload all High Frequency (hot spot) schedules in Lucity this month as part of the year 2 contract goal. VWHA is awaiting confirmation that this was completed. West Bay will continue to update the hotspot list in Lucity based on cleaning and CCTV results encountered during the current contract. 	<ul style="list-style-type: none"> Upload all High Frequency Schedules in Lucity 	<ul style="list-style-type: none"> July 31, 2016 	<ul style="list-style-type: none"> Ongoing
Sanitary Sewer Master Plan	<ul style="list-style-type: none"> West Bay collected MH data during the prior contract year, and will continue this work over the next several months. Master Plan development will occur concurrently with data collection. V&A has completed collection of rainfall and flow data. VWHA and Town staff are finalizing estimates for average flow allocations to be assigned to EDUs flowing to the cities of Los Altos and Palo Alto. 	<ul style="list-style-type: none"> Master Plan RFP Average Flow Calculation Results 	<ul style="list-style-type: none"> September 2016 FM results were received and will be integrated into the Master Plan Report. 	<ul style="list-style-type: none"> Completed In Progress

Town of Los Altos Hills Sanitary Sewer Collection System Map Sewer Basins (Branches)



Legend

- Branch 1
- Branch 2
- Branch 3
- Branch 4
- Branch 5
- Branch 6
- Branch 7
- LAH Boundary

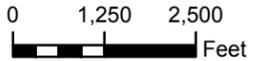


LOS ALTOS HILLS
CALIFORNIA

V.W. HOUSEN
& ASSOCIATES

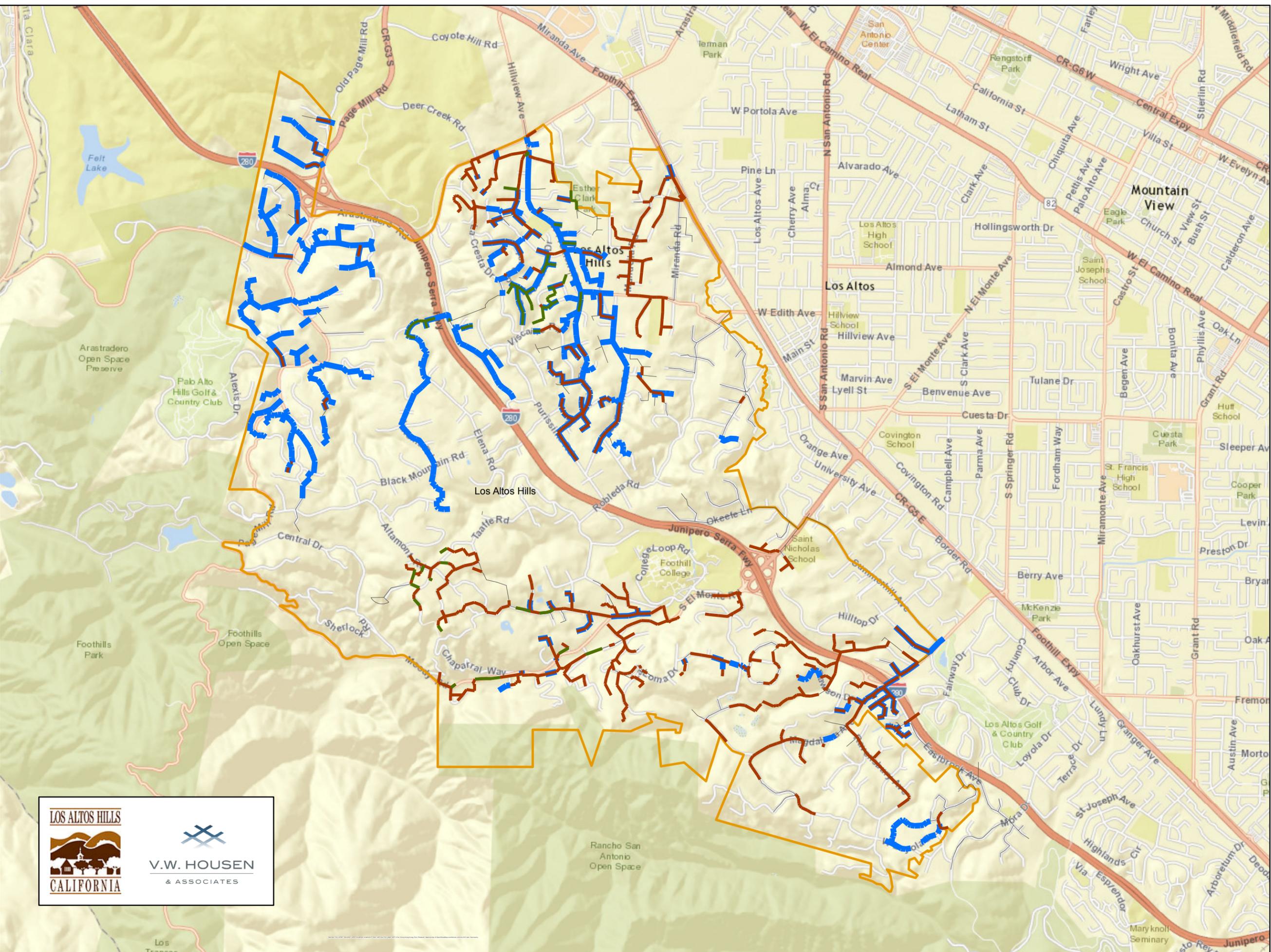


Town of Los Altos Hills
 Sanitary Sewer Collection System Map
 Pipes Cleaned from Aug 2014 - Sep 2016

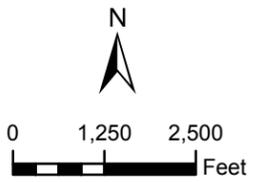


Legend

- PREV Yr 1 Aug14 - Jul15)
- PREV Yr 2 (Aug15 - Jul16)
- Qtr 1 (Aug16 - Sep16)
- Sewer Pipeline
- LAH Boundary

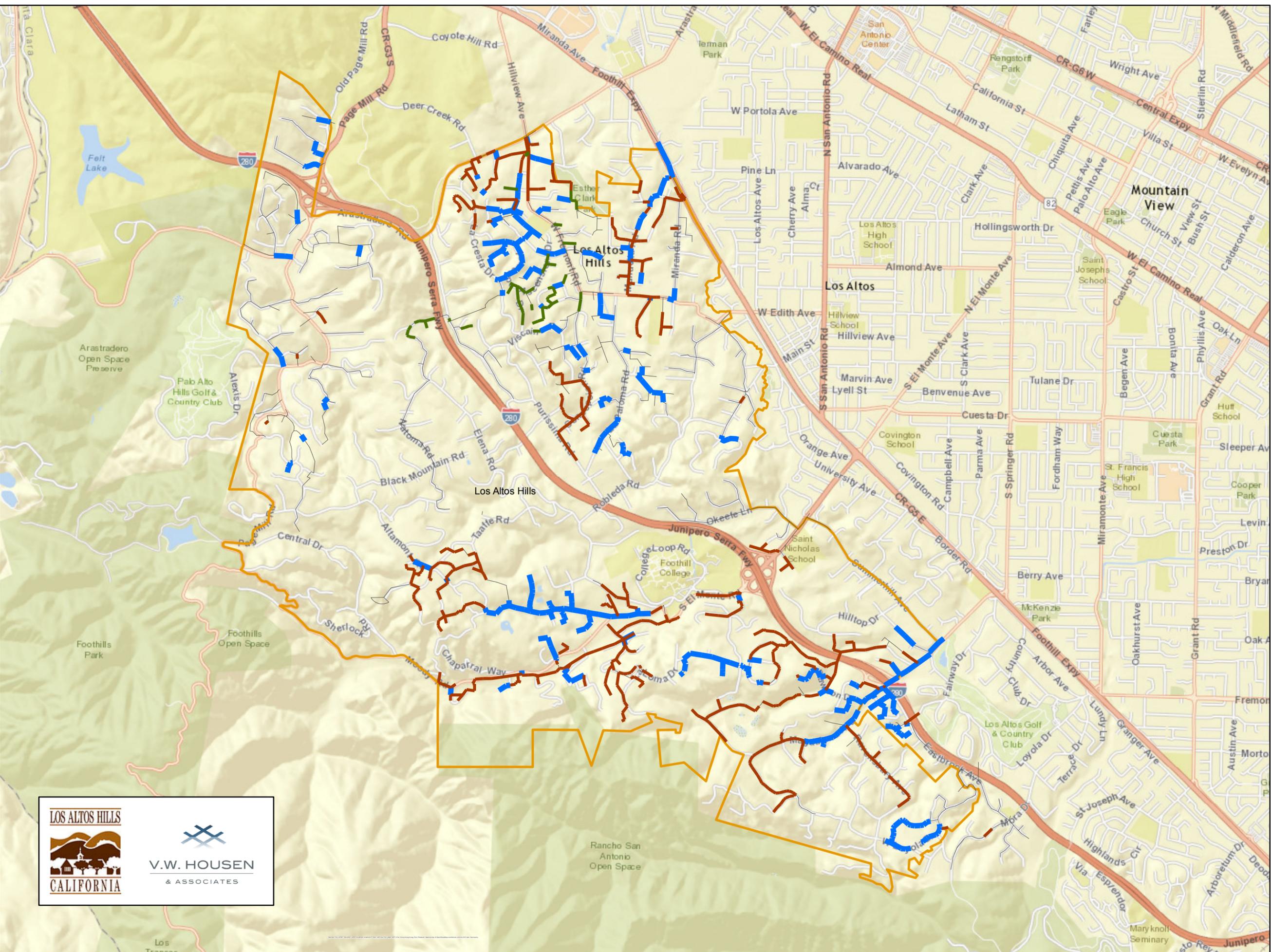


Town of Los Altos Hills
 Sanitary Sewer Collection System Map
 Pipes CCTV'd from Aug 2014 - Sep 2016

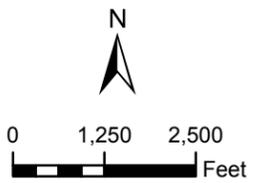


Legend

- PREV Yr 1 (Aug14 - Jul15)
- PREV Yr 2 (Aug15-July16)
- Qtr 1 (Aug16 - Sep16)
- Sewer Pipeline
- LAH Boundary

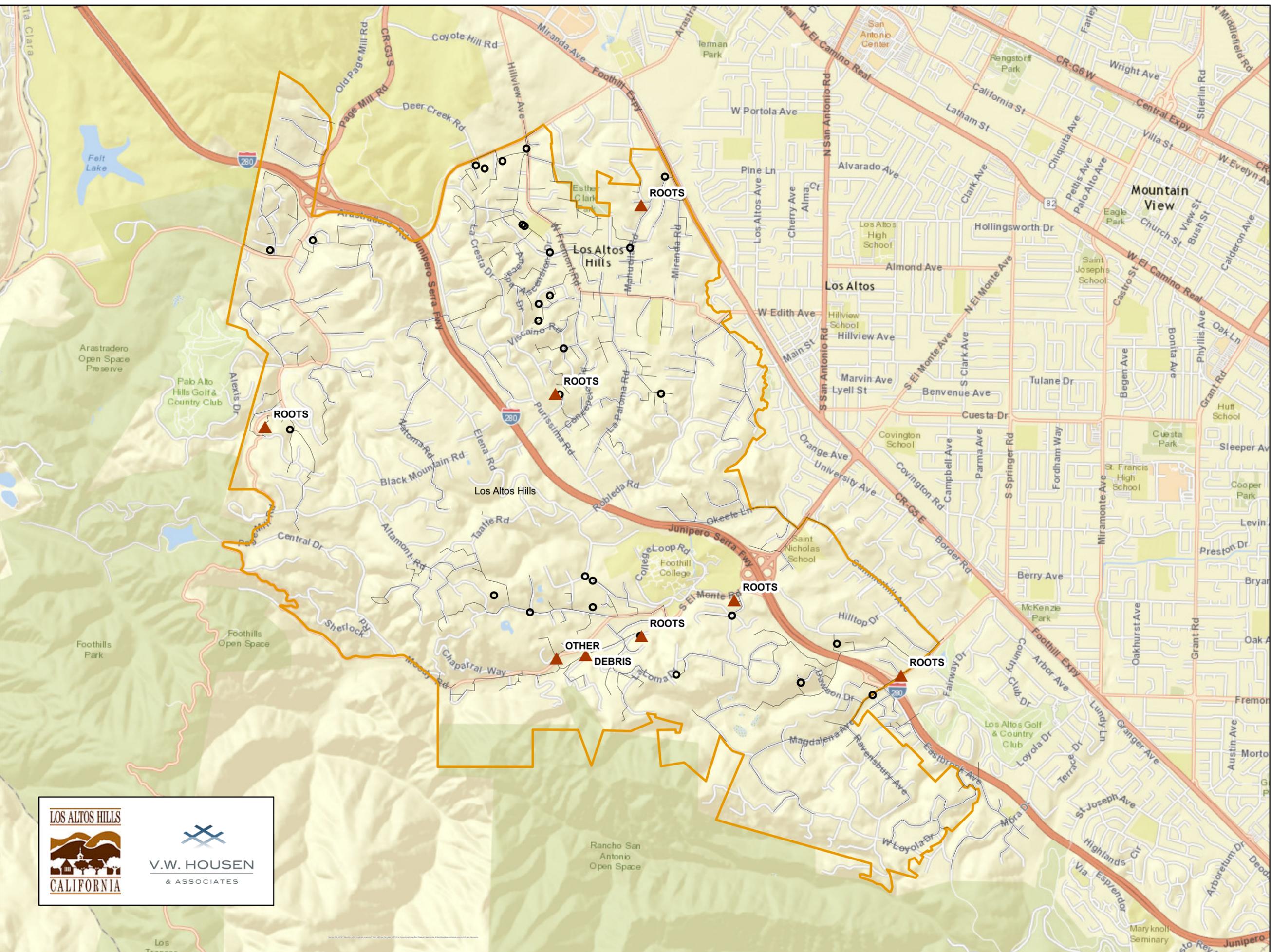


Town of Los Altos Hills
 Sanitary Sewer Collection System Map
 SSOs from 2013 - September 2016



Legend

- 2015-2016 SSOs (all Cat 3)
- 2013-2014 SSOs
- Sewer Pipeline
- LAH Boundary



Los Altos Hills Maintenance October 2016

	Monthly Summary	Unit Cost	Quantity	12-Month Cost	Actual Unit Per Month	Cost Per Month	Year to Date Cost	Year to Date Quantity	Quantity Remaining	Remaining Budget
Bid Item No. 1. Pump Station Maintenance	PURISSIMA Station: The weekly inspections, ATS and Generator testing were performed. No Unscheduled Repairs. O'Keefe Court Station: The weekly inspections, ATS and Generator testing were performed. Items to be addressed: Will replace Guide Rails to Stainless Steel per industry standard and replace Pump Number 2's lifting handle. (See Tab 1.)	\$1,771.59	12	\$21,259.08	1	\$1,771.59	\$5,314.77	3	9	\$15,944.31
Bid Item No. 2. Cleaning and Flushing in Right of Way	Work Performed: Cleaned 6,624 feet of pipe within the public right-of-way. Results were noted in the CMMS. Recommendation: Continue to clean ahead of the CCTV unit. (See Tab 2.)	\$1.08	99,000	\$106,920.00	6,624	\$7,153.92	\$17,902.08	16,576	82,424	\$89,017.92
Bid Item No. 3. Cleaning and Flushing in Easements	Work Performed: Cleaned 3,539 feet of pipelines in easements. Results were noted in the CMMS. Recommendation: Continue to clean ahead of the CCTV unit. (See Tab 3.)	\$1.49	36,000	\$53,640.00	3,539	\$5,273.11	\$12,653.08	8,492	27,508	\$40,986.92
Bid Item No. 4. CCTV Inspection within Right of Way	Work Performed: CCTV inspected 3,304 feet of pipelines that are Right of Way. NASSCO PACP standards were used and Structural and O&M condition ratings and defect codes were used and entered into the CMMS system. Recommendation: Perform 3 Open Trench Repairs and 1 Pipe Patch repairs. West Bay will re-attempt to clean a "Drop Manhole" pipe that appears to be clogged with roots at MH EMH1037 to EMH1114 (See Tab 4.)	\$1.49	68,000	\$101,320.00	3,304	\$4,922.96	\$14,897.02	9,998	58,002	\$86,422.98
Bid Item No. 5. CCTV Inspection within Easements	Work Performed: CCTV inspected 2,193 feet of pipelines in easements. NASSCO PACP standards were used and Structural and O&M condition ratings and defect codes were used and entered into the CMMS system. Recommendation: Perform 6 Open Trench and 1 Pipe Patch repairs. Also, consider cutting a protruding lateral OMH1079 to OMH1080. (See Tab 5.)	\$1.91	25,000	\$47,750.00	2,193	\$4,188.63	\$12,004.35	6,285	18,715	\$35,745.65
Bid Item No. 6. Response to SSOs with access from Right of Way	West Bay did not respond to Sanitary Sewer Overflows for the Town this month with in the Right of Way	\$1,545.00	6	\$9,270.00	-	\$0.00	\$0.00	-	6	\$9,270.00
Bid Item No. 7. Response to SSOs with access from Easements only	West Bay did not respond to Sanitary Sewer Overflows for the Town this month with in an Easement.	\$1,730.34	6	\$10,382.04	-	\$0.00	\$0.00	-	6	\$10,382.04
Bid Item No. 8. GIS Mapping Maintenance and Updates (By the Hour)	West Bay has updated new O&M information into the GIS maps, maintenance logs and integrations of other mapping updates.	\$132.87	120	\$15,944.40	3	\$398.61	\$664.35	5	115	\$15,280.05
Bid Item No. 9. Monthly Management Reports	Developed the monthly summary report and follow up work for the Town.	\$371.83	12	\$4,461.96	1	\$371.83	\$1,115.49	3	9	\$3,346.47
Bid Item No. 10. Sanitary Sewer Overflow Response for Private Laterals	West Bay will respond to SSOs related to private laterals, including determining ownership, notifying the owner of the issue, providing the owner with the Town's Sewer Spill Reference Plan, and entering information into the CMMS system.	\$328.50	6	\$1,971.00	-	\$0.00	\$0.00	-	6	\$1,971.00
			Total	\$372,918.48		\$24,080.65	\$64,551.14			\$308,367.34



Grassroots Ecology Progress Report to the Town of Los Altos Hills October-December 2016

Project Promotion and Outreach

- We coordinated with Sarah Robustelli to include Grassroots Ecology volunteer opportunities at Byrne Preserve in the Spring/Summer LAH activities guide.
- Additionally, we have been working with Sarah to promote specific events we host at Byrne Preserve. Sarah kindly offered to share special events such as hikes and workshops with the LAH community and we are hopeful that this will attract more local participants.
- Since the transition from Acterra Stewardship to Grassroots Ecology, our organization as a whole has increased outreach and communication efforts. Part of this effort has been the introduction of a monthly blog, "Eco Roots". Restoration Specialist, Stacey Dixon, wrote a blog post for December about the night hike that took place at Byrne Preserve. The post highlighted the many critters we saw during the hike as well as the science behind why many of these plants and insects fluoresce under UV light. The post about the night hike at Byrne Preserve can be found at grassrootsecology.org/blog
- In addition to the blog post, we continue to highlight LAH Open Space Preserves on our other social media outlets (Facebook and Instagram). This past quarter posts about Byrne Preserve included the night hike and willow workdays.
- We have coordinated with the following schools and groups to set up service learning projects at Byrne in the upcoming months: Sacred Heart Prep, Nueva School, Gunn High School, and Bullis Charter School. We will continue to outreach to local schools and service groups as well as the LAH community about volunteer opportunities at LAH Open Space Preserves.



Site Assessment and Planning

- As part of the Santa Clara Valley Water District (SCVWD) grant we conducted pre-project monitoring of the Moody Creek tributary and surrounding upland area. Two forms of monitoring took place - vegetation monitoring and geometric channel surveying.
- For the geometric channel surveys of the Moody Creek tributary we surveyed the longitudinal profile of the tributary as well as eight cross sections. Results from the surveying can be found attached. This data provides a baseline of the channel geometry.
- As part of the SCVWD grant, Grassroots Ecology Ecologist Sara Witt designed a point transect vegetation monitoring plan that is site specific to Byrne Preserve and includes monitoring of

220,000 square feet of upland vegetation and 2,000 linear feet of creek side vegetation. Over the course of four days Grassroots Ecology staff conducted the monitoring. Results from the monitoring can be found attached.

- Fall photomonitoring was conducted at fixed locations so we can track restoration progress over time.
- We submitted a request to the Open Space Committee (OSC) in asking that the Town provide support to install a 250-foot fence to protect a riparian restoration area within Byrne Preserve from livestock activity which is impacting the creek and restoration progress. Grassroots Ecology can provide up to \$1,000 for supplies and materials. The OSC voted to support the installation of the fence as well as provide partial budget.

Community Engagement and Education

- This quarter Grassroots Ecology hosted a total of 14 workdays at Byrne Preserve.
- We hosted eight workdays that were open for anyone in the community to participate: six Monday morning Byrne Brigade workdays and two willow installation workdays.
- In addition to these community workdays, we held six service projects with the following groups: Sacred Heart Prep, Nueva School, VMware, and multiple Girl Scout Troops.
- In October, we participated in a lecture at the Los Altos Library about meadows hosted by GreenTown Los Altos. We brought information to share with attendees about our project at Los Altos Hills Open Space Preserves and were able to address the audience before the lecture began about the partnership and how interested parties can get involved.
- In November, we hosted our first ever night hike at Byrne Preserve! Participants used UV flashlights to reveal night time critters that fluoresce some favorite sightings included glowing millipedes and mushrooms. The hike was very popular and many community members have already asked us to host another similar hike.
- See the chart below for year to date progress on community engagement and education:



Deliverable	Annual Target	YTD Progress	% Annual Target Reached
<i>Workdays</i>	24	21	88%
<i>Volunteers</i>	350	232	66%
<i>Volunteer Hours</i>	1,000	609	61%
<i>Educational Events</i>	10	2	20%
<i>Ed. Event Attendees</i>	150	14	9%

Native Plant Installation and Maintenance

- Our native plant nursery has been busy propagating watershed specific plants for Byrne Preserve, and we will begin planting in January. This year we will be infill planting the oak woodland area where we did a plant installation during the first year of the project, as well as a new planting area that we have been preparing the past few months.
- As part of the SCVWD grant, we are installing live willow cuttings along the Moody Creek tributary. By the end of winter we will have installed willow along 600 linear feet of the tributary. This past quarter we have been busy installing willow using a variety of methods including: pounding in willow stakes along the edge of the tributary, installing willow bundles in areas that are severely eroding, and weaving willow branches to create permeable step structures in areas that are experiencing head cutting.
- This fall we collected valley oak and coast live oak acorns as well as California buckeye nuts from within Byrne Preserve. We already planted the buckeye nuts along the Moody Creek tributary and will plant the acorns in January. In the spring we will put protective tubing around any saplings that germinate.



Invasive Plant Management

This fall we focused on two methods of invasive plant management:

- Sheet mulching - putting down a layer of cardboard then covering it with mulch
- Hand removal - removing weeds by hand or by using a hand tool

This quarter volunteers focused on removal of purple starthistle, milk thistle, Italian thistle, teasel, and French broom. Please refer to the chart below for progress by species.

Target species	# of workdays* (Oct-Dec 2016)	Progress
Purple starthistle	9	Removed purple starthistle rosettes from along the trails within the grassland area of Byrne.
Milk thistle	2	Removed young milk thistle by hand within the grassland as well as sheet mulched over sprouting milk thistle in our new planting area.
Italian thistle	2	Removed Italian thistle rosettes from the floodplain and along the trails in the grassland and woodland areas of Byrne.
Teasel	2	With all the second year plants removed from Byrne during the summer months, we focused on removing first year rosettes to reduce the amount of mature plants next year.
French Broom	1	Removed a sizable path of French broom from the woodland area. This is a species that we target approximately every other year at Byrne due to the fact that it takes a few years for the plants to be mature enough to produce seed.

*Partial or full workdays dedicated to each species

Other

- We had a productive meeting with Torie Dye from Westwind Barn and Nancy Couperus from the 4H club to discuss horses and volunteer safety. The safety of our volunteers is a critical concern for us at Grassroots Ecology and we appreciate the knowledge that Torie and Nancy bring when navigating safety concerns when using a shared space with horses.
- We submitted our first report and invoice to the Santa Clara Valley Water District for the work accomplished from July-September 2016 at Byrne Preserve as part of the project scope for the grant they awarded Grassroots Ecology.





Santa Clara County Office of the Sheriff
Weekly Activity Summary
1/2/2017 – 1/8/2017
LOS ALTOS HILLS



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
1/4	L1	Identity Theft	On 1/2, the victim received a phone call from unknown suspect(s) claiming to be from the US Citizenship and Immigration Services requesting personal information for a green card renewal and a payment. On 1/4, the victim received a letter from USCIS in the mail requesting information and payment that was already given. The victim determined the first call to be fraudulent activity for a total loss of about \$170. The victim lives in Los Altos Hills.
1/6	L3	Non-Injury Collision	Occurred at 7:33 AM at Page Mill Road at Moon Lane.
1/6	L3	Non-Injury Collision	Occurred at 8:56 AM at Page Mill Road at Moon Lane.
1/6	L3	Non-Injury Collision	Occurred at 8:59 AM at Page Mill Road at Moon Lane.
1/6	L3	Non-Injury Collision	Occurred at 1:54 PM at El Monte Road and Stonebrook Drive.
1/7	L1	Attempted Burglary	At 4:51 PM, deputies responded to a burglary in progress in the 12000 block of Sunset Drive. An investigation revealed there was a broken window in the back of the residence but the window screen was still attached to the window. There were no other signs of forced entry and it did not appear the suspect(s) made entry into the residence.

DATE/TIME	BEAT	EVENT NUMBER	EVENT TYPE	LOCATION	INFORMATION
DISTURBANCES					
1/6/2017 11:50	L3	17-006-0161	415	BLACK MOUNTAIN RD @ SUNRISE FARM RD	INVESTIGATED

BURGLARIES

1/8/2017 15:03	L1	17-008-0235	459	ST FRANCIS DR @ ANACAPA DR	INVESTIGATED
1/7/2017 16:54	L1	17-007-0250	459	W SUNSET DR @ BURKE RD	INVESTIGATED

VANDALISM

1/4/2017 8:50	L1	17-004-0099	594	ROBLEDA RD @ W FREMONT RD	INVESTIGATED
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PHONE THE OFFICE

1/7/2017 20:02	L1	17-007-0311	1021	81L1	COMPLETE
1/4/2017 21:24	L3	17-004-0435	1021	81L1	COMPLETE
1/2/2017 20:27	L1	17-002-0299	1021	81L1	COMPLETE

CITIZEN AID

1/4/2017 23:53	L1	17-004-0470	1067	THENDARA LN @ ARASTRADERO RD	INVESTIGATED
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WIRE DOWN

1/8/2017 10:44	L4	17-008-0119	1069	PAGE MILL RD @ ALTAMONT RD	INVESTIGATED
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PROWLER

1/4/2017 0:45	L3	17-004-0007	1070	MIDDLE FORK LN @ SOUTH FORK LN	INVESTIGATED
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TRAFFIC HAZARDS

1/8/2017 5:48	L3	17-008-0053	1125	FY 280 @ PAGE MILL RD	INVESTIGATED
1/7/2017 23:48	L1	17-007-0385	1125	O KEEFE LN @ VISTA SERENA	INVESTIGATED
1/3/2017 16:36	L5	17-003-0291	1125	MAGDALENA RD @ STONEBROOK DR	INVESTIGATED

**SUSPICIOUS
VEHICLES**

1/8/2017 17:20	L1	17-008-0301	1154	W SUNSET DR @ BURKE RD	INVESTIGATED
1/8/2017 14:15	L1	17-008-0210	1154	W SUNSET DR @ BURKE RD	INVESTIGATED
1/7/2017 18:49	L3	17-007-0289	1154	NATOMA RD @ BLACK MOUNTAIN RD	INVESTIGATED
1/5/2017 21:01	L1	17-005-0429	1154	LA RENA LN @ DIANNE DR	INVESTIGATED
1/2/2017 10:12	L4	17-002-0102	1154	RHUS RIDGE RD @ MOODY RD	INVESTIGATED
1/7/2017 19:36	L1	17-007-0304	1154OC	PURISSIMA RD @ VISCAINO RD	INVESTIGATED
1/7/2017 19:35	L3	17-007-0303	1154OC	ELENA RD @ TAAFFE RD	INVESTIGATED

TRAFFIC COLLISIONS

1/6/2017 8:59	L3	17-006-0085	1182	PAGE MILL RD @ MOON LN	INVESTIGATED
1/6/2017 8:56	L3	17-006-0082	1182	PAGE MILL RD @ MOON LN	INVESTIGATED
1/6/2017 7:33	L3	17-006-0049	1182	PAGE MILL RD @ MOON LN	INVESTIGATED
1/6/2017 13:54	L3	17-006-0212	1183	EL MONTE RD @ STONEBROOK DR	INVESTIGATED
1/8/2017 14:23	L6	17-008-0218	1184	SUNHILLS DR @ KENBAR RD	INVESTIGATED

VEHICLE STOPS

1/8/2017 0:31	L5	17-008-0010	1195	PROSPECT AV @ FINN LN	WARNING GIVEN
1/7/2017 12:44	L4	17-007-0152	1195	ALTAMONT RD @ TAAFFE RD	CITATION GIVEN
1/6/2017 18:16	L1	17-006-0325	1195	S SAN ANTONIO RD @ CUESTA DR	CITATION GIVEN
1/6/2017 16:01	L2	17-006-0274	1195	MAGDALENA RD @ FY 280	CITATION GIVEN
1/6/2017 15:40	L2	17-006-0261	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION GIVEN
1/6/2017 15:24	L2	17-006-0254	1195	S EL MONTE AV @ SUMMERHILL AV	WARNING GIVEN
1/6/2017 15:10	L2	17-006-0247	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION GIVEN
1/6/2017 14:55	L2	17-006-0239	1195	FY 280 @ MAGDALENA RD	CITATION GIVEN
1/6/2017 11:38	L1	17-006-0155	1195	UNIVERSITY AV @ CARNATION CT	CITATION GIVEN
1/6/2017 11:29	L2	17-006-0148	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION GIVEN

1/6/2017 11:13	L1	17-006-0142	1195	S EL MONTE AV @ WOODSTOCK LN	CITATION GIVEN
1/5/2017 21:21	L1	17-005-0438	1195	FY 280 @ EL MONTE RD	WARNING GIVEN
1/5/2017 14:28	L5	17-005-0277	1195	MAGDALENA AV @ EASTBROOK AV	CITATION GIVEN
1/5/2017 13:47	L1	17-005-0251	1195	ARASTRADERO RD @ HORSESHOE LN	CITATION GIVEN
1/5/2017 13:30	L1	17-005-0240	1195	ARASTRADERO RD @ PURISSIMA RD	CITATION GIVEN
1/5/2017 12:58	L3	17-005-0228	1195	PAGE MILL RD@ FY 280	CITATION GIVEN
1/5/2017 12:41	L1	17-005-0219	1195	S EL MONTE AV @ MILVERTON RD	CITATION GIVEN
1/5/2017 12:24	L2	17-005-0207	1195	BAY TREE LN @ S EL MONTE AV	CITATION GIVEN
1/5/2017 12:19	L2	17-005-0206	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION GIVEN
1/5/2017 11:42	L2	17-005-0191	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION GIVEN
1/5/2017 11:30	L2	17-005-0186	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION GIVEN
1/5/2017 11:20	L1	17-005-0176	1195	EL MONTE RD @ VOORHEES DR	CITATION GIVEN
1/5/2017 10:37	L1	17-005-0157	1195	W FREMONT RD @ LA PALOMA RD	CITATION GIVEN
1/5/2017 10:08	L1	17-005-0144	1195	W FREMONT RD @ FREMONT	CITATION GIVEN
1/4/2017 15:42	L5	17-004-0358	1195	MAGDALENA AV @ EASTBROOK AV	CITATION GIVEN
1/4/2017 15:40	L3	17-004-0357	1195	TWIN OAKS CT @ ARASTRADERO RD	CITATION GIVEN
1/4/2017 15:18	L5	17-004-0345	1195	MAGDALENA AV @ EASTBROOK AV	CITATION GIVEN
1/4/2017 15:14	L3	17-004-0344	1195	ARASTRADERO RD @ STIRRUP WY	CITATION GIVEN
1/4/2017 14:57	L3	17-004-0332	1195	ARASTRADERO RD @ STIRRUP WY	CITATION GIVEN
1/4/2017 14:46	L3	17-004-0324	1195	ARASTRADERO RD @ STIRRUP WY	WARNING GIVEN
1/4/2017 14:37	L1	17-004-0321	1195	ARASTRADERO RD @ PURISSIMA RD	CITATION GIVEN
1/4/2017 14:19	L3	17-004-0308	1195	ARASTRADERO RD @ STIRRUP WY	CITATION GIVEN
1/4/2017 14:15	L3	17-004-0304	1195	STIRRUP WY @ SADDLE MOUNTAIN DR	WARNING GIVEN
1/4/2017 12:18	L1	17-004-0230	1195	S EL MONTE AV @ UNIVERSITY AV	CITATION GIVEN
1/4/2017 10:31	L3	17-004-0159	1195	ARASTRADERO RD @ STIRRUP WY	CITATION GIVEN
1/4/2017 10:25	L1	17-004-0155	1195	ARASTRADERO RD @ DEER CREEK RD	WARNING GIVEN
1/4/2017 10:11	L1	17-004-0147	1195	ARASTRADERO RD @ W FREMONT RD	CITATION GIVEN
1/4/2017 10:00	L1	17-004-0143	1195	ARASTRADERO RD @ PURISSIMA RD	CITATION GIVEN

1/4/2017 9:50	L3	17-004-0135	1195	ARASTRADERO RD @ STIRRUP WY	CITATION GIVEN
1/4/2017 9:29	L3	17-004-0120	1195	ARASTRADERO RD @ STIRRUP WY	CITATION GIVEN
1/3/2017 14:28	L1	17-003-0236	1195	ARASTRADERO RD @ MANDOLI DR	CITATION GIVEN
1/3/2017 13:00	L3	17-003-0193	1195	PAGE MILL RD @ BERRY HILL LN	CITATION GIVEN
1/3/2017 12:36	L3	17-003-0173	1195	FY 280 @ PAGE MILL RD	CITATION GIVEN

**PARKING
VIOLATIONS**

1/5/2017 10:35	L4	17-005-0155	22500	JULIETTA LN @ ALTAMONT RD	INVESTIGATED
1/3/2017 9:45	L3	17-003-0097	22500	ROBLEDA RD @ ELENA RD	CITATION GIVEN
1/3/2017 4:46	L3	17-003-0021	CITE	ARASTRADERO RD @ PAGE MILL RD	CITATION GIVEN

ALARMS

1/3/2017 19:48	L1	17-003-0353	1033	LA PALOMA RD @ MAURER LN	FALSE ALARM
1/3/2017 14:38	L1	17-003-0239	1033	W FREMONT RD @ CONCEPCION RD	FALSE ALARM
1/8/2017 18:37	L1	17-008-0333	1033A	PALO HILLS DR @ W FREMONT RD	FALSE ALARM
1/8/2017 11:20	L5	17-008-0136	1033A	LAURA CT @ KATE DR	FALSE ALARM
1/8/2017 9:05	L5	17-008-0079	1033A	LAURA CT @ KATE DR	FALSE ALARM
1/8/2017 6:00	L3	17-008-0057	1033A	VIA VENTANA @ BRIONES WY	FALSE ALARM
1/8/2017 5:53	L5	17-008-0055	1033A	LAURA CT @ KATE DR	FALSE ALARM
1/8/2017 0:16	L5	17-008-0006	1033A	LAURA CT @ KATE DR	FALSE ALARM
1/7/2017 11:06	L1	17-007-0118	1033A	ALICANTE LN @ MANUELLA RD	FALSE ALARM
1/7/2017 8:44	L1	17-007-0068	1033A	MIRANDA WY @ MIRANDA RD	FALSE ALARM
1/5/2017 8:19	L3	17-005-0073	1033A	VIA VENTANA @ BRIONES WY	FALSE ALARM
1/5/2017 8:12	L1	17-005-0070	1033A	CAMPO VISTA LN @ W FREMONT RD	FALSE ALARM
1/3/2017 18:34	L4	17-003-0335	1033A	WILLOW POND LN @ TEPA WY	FALSE ALARM
1/3/2017 18:28	L1	17-003-0333	1033A	LA CRESTA DR @ VISCAINO RD	FALSE ALARM
1/3/2017 14:47	L1	17-003-0247	1033A	LA CRESTA DR @ VISCAINO RD	FALSE ALARM
1/2/2017 11:09	L1	17-002-0115	1033A	DEERFIELD DR @ W FREMONT RD	FALSE ALARM

1/4/2017 1:52	L1	17-004-0017	1033C	W FREMONT RD @ FREMONT PINES LN	FALSE ALARM
1/7/2017 5:18	L1	17-007-0048	1033S	ROBLEDA RD @ CHAPIN RD	FALSE ALARM

**SUSPICIOUS
PACKAGE**

1/6/2017 11:16	L1	17-006-0145	1066P	OLD PAGE MILL RD @ PAGE MILL RD	INVESTIGATED
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**ANIMAL
COMPLAINTS**

1/3/2017 19:32	L4	17-003-0346	1091C	PAGE MILL RD @ ALTAMONT RD	INVESTIGATED
1/3/2017 18:52	L4	17-003-0337	1091C	PAGE MILL RD @ ALTAMONT RD	INVESTIGATED

**9-1-1
ABANDONED CALLS**

1/7/2017 12:28	L4	17-007-0148	911CEL	ALTAMONT RD @ BLACK MOUNTAIN RD	INVESTIGATED
1/3/2017 19:31	L4	17-003-0345	911UNK	ALTAMONT RD @ BLACK MOUNTAIN RD	INVESTIGATED

FOLLOW-UP

1/7/2017 21:02	L5	17-007-0323	FU	FERNHILL DR @ LOMITA LINDA CT	COMPLETE
1/2/2017 23:58	L5	17-002-0343	FU	FERNHILL DR @ LOMITA LINDA CT	COMPLETE

INFORMATION ONLY

1/8/2017 20:28	L3	17-008-0373	INFO	LUPINE RD @ PAGE MILL RD	INFORMATION GIVEN
1/7/2017 19:28	L3	17-007-0300	INFO	NATOMA RD @ VIA CORITA	INFORMATION GIVEN
1/6/2017 23:28	L3	17-006-0402	INFO	MAPLE LEAF CT @ ELENA RD	INFORMATION GIVEN
1/6/2017 20:12	L3	17-006-0354	INFO	PAGE MILL RD @ PASEO DEL ROBLE	INFORMATION GIVEN
1/6/2017 14:26	L3	17-006-0229	INFO	VOGUE CT @ BLACK MOUNTAIN RD	INFORMATION GIVEN
1/5/2017 23:39	L3	17-005-0478	INFO	FY 280 @ PAGE MILL RD	INFORMATION GIVEN
1/5/2017 8:57	L1	17-005-0100	INFO	W FREMONT RD @ DONELSON PL	INFORMATION GIVEN
1/5/2017 7:05	L1	17-005-0047	INFO	WESTWIND WY @ LA PALOMA RD	INFORMATION GIVEN
1/4/2017 16:26	L1	17-004-0380	INFO	FY 280 @ EL MONTE RD	INFORMATION GIVEN

1/4/2017 14:52	L3	17-004-0330	INFO	ALTAMONT CL @ PAGE MILL RD	INFORMATION GIVEN
1/4/2017 11:29	L1	17-004-0192	INFO	TEMPLETON PL @ W FREMONT RD	INFORMATION GIVEN
1/4/2017 6:27	L5	17-004-0047	INFO	LOMITA LINDA CT @ FERNHILL DR	INFORMATION GIVEN
1/3/2017 19:16	L4	17-003-0342	INFO	ALTAMONT CL @ PAGE MILL RD	INFORMATION GIVEN
PATROL CHECK					
1/5/2017 1:41	L3	17-005-0019	PATCK	PAGE MILL RD@ ARASTRADERO RD	CITATION GIVEN
STRANDED MOTORIST					
1/5/2017 18:02	L3	17-005-0375	STRAND	PAGE MILL RD @ FY 280	COMPLETE
SUSPICIOUS CIRCUMSTANCES					
1/7/2017 19:37	L1	17-007-0305	SUSCIR	ROBLEDA RD @ ATHERTON CT	COMPLETE
1/4/2017 14:22	L1	17-004-0310	SUSCIR	ROBLEDA RD @ W FREMONT RD	COMPLETE
1/4/2017 9:18	L1	17-004-0114	SUSCIR	TORELLO LN @ MANUELLA RD	COMPLETE
WELFARE CHECK					
1/6/2017 20:48	L4	17-006-0370	WELCK	TEPA WY @ SUMMIT WOOD RD	COMPLETE