



Town Manager's Report for April 10 - 14, 2017

Items to report on from this week include the following:

Planning/ Building/ Engineering Update:

The City Engineer's Report is attached. Changes in project status from the previous report are shown in red text. The February 2017 Sewer O&M Report prepared by WestBay Sanitary Sewer District and the Sewer System Manager's report are also attached.

Comcast construction crews are out on Christopher's Lane working on the cable install project (see attached note of thanks.)

The following project was approved at the April 11 Site Development hearing:

- Landscape, lighting and fencing plans for a new residence under construction at **12364 Priscilla Lane**. One neighbor was in attendance and had questions about drainage. The applicant will be installing additional drainage to handle water flowing onto the property from properties above.

There were no Fast Track hearings this week.

TRAKiT update: Staff will be participating in a webinar and a representative from Sungard will be on-site to meet with staff in late April to begin the transition process from Filemaker to TRAKiT (tentative dates are April 25-27).

Public Safety Update:

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

Administrative Services Update:

Priority Project	Status
2017-18 Budget	No significant changes since last week. Finance follow-up with Departments on base budget and enhancements.
2016-17 Audit	No significant changes since last week.
Organizational Assessment	Reviewed, finalized, and sent peer agency survey to the 11 identified agencies. Reviewed, finalized, printed and placed Customer Satisfaction Survey at Town's front counter and emailed to selected customers/contractors. Prepared accounts payable vendor list, sent and confirmed 18 vendors with Mayor and review committee members, and emailed open ended survey to the 18 selected vendors for comments. The Open Ended Survey is also emailed to all committee/commission members, posted on Town website and posted on Next Door for residents to leave comments. Begin coordinating schedule for the employee focus group. Next step is to coordinate the Resident Focus Group.
Pension Audit	No Change since last week.

Unfunded Pension Funding Option Study	No Change since last week.
OPEB Valuation Report	No Change since last week.

Other projects/notes:

- On April 3, 2017, the State Legislators approved an amendment to the Transportation Fund, which will increase gas tax and annual vehicle registration fee. This is estimated to generate \$5.2 billion of new revenues for transportation, including \$1.5 billion for local streets and roads. Based on the most recent 10-year estimates provided by CalTran (<https://www.cacities.org/Resources-Documents/Policy-Advocacy-Section/Hot-Issues/Transportation-Funding/Funding-Estimates-by-City-County-ATP-Transit-numbe.aspx>), the Town will receive an additional \$1.98 million in gas tax (roughly \$198,000 per year) and an additional annual \$50,000 for Road Maintenance and Rehabilitation Account (RMRA). The actual distribution will be refined and the first distribution will be in Calendar Year 2018. The Town is anticipating roughly a total of \$431,000 of traditional gas tax and RMRA revenues (Additional Transportation Revenue: http://www.californiacityfinance.com/LSRCitiesFY17-18_1704.pdf; Gas Tax prior to approval of transportation fund amendment: <http://www.californiacityfinance.com/HUT1703.pdf>)
- Today, the Town received the GFOA's Certificate of Achievement for Excellence in Financial Reporting for the Town's 2015-16 financial statements (CAFR).
- The interview for the Seasonal Maintenance Worker's is completed. The panel did not find suitable candidates.

Parks and Recreation Update:

Hike in the Hills was held on Sunday, April 9th at 9:00 am. There were a total of 11 residents who went on the hike. Scott Vanderlip put this this route together on the [website](#) and it was advertised in the Activity Guide, NextDoor and website.

[Hoppin' Hounds Easter Biscuit Hunt](#) will be happening tomorrow Saturday, April 15th from 9:00-10:00 am at Byrne Preserve, 27210 Altamont Road. All of the donations benefit Palo Alto Animal Services (see attached photos!)

[Easter Egg Hunt](#) will be happening tomorrow Saturday, April 15th from 11:00 am – 1:00 pm at Purissima Park, 27500 Purissima Road. 5 and under hunt starts at 11:30 am and 6 and up at Noon.

Staff has acquired the permit and access key from the Santa Clara Valley Water District for the **Earth Day Pathway Clean-up** on Saturday, April 22nd from 9:30am-11:30am starting at Purissima Park, 27500 Purissima Road.

[Earth Day Celebration](#) will be held on Sunday, April 23rd from 1:00-4:00 pm at Westwind Community Barn, 27210 Altamont Road.

Feel free to call or email if you have questions.

Thanks.

Carl

<u>Tasks</u>	<u>Project Name</u>	<u>Project Manager</u>	<u>Latest Status</u>
1	Page Mill Interchange /I-280 Safety Bicycle Improvement (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 109)	AC	(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.
2	Annual Sewer Rehabilitation Project - 2016 Sanitary Sewer Repair and Rehabilitation Project (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 98)	TT	(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. (3/10/2017) Staff reviewed and accepted contractor's proposal to install a new pipe via a trenchless construction. The existing sewer pipe will be abandoned in place. Staff is coordinating with the contractor to start end of March after completing extra work as directed by staff.

Last Updated on 4/14/2017

<u>Tasks</u>	<u>Project Name</u>	<u>Project Manager</u>	<u>Latest Status</u>
3	2017 Sanitary Sewer Repair and Replacement Project	TT	(3-24-17) Project has been advertised and bid opening is scheduled for 4-11-17. List of repair-replacement segments is attached. (4-14-17) 3 bids were received on 4/11/2017. Award of contract is scheduled for the April 20 City Council Meeting.
4	Sewer Operations	TT	(6-3-16) The Town's Sanitary Sewer Management Plan has been posted on the Town's website. The February 2016 status update of sewer activities is attached. (6-10-16) The April 2016 summary of O&M activities is attached. Root foaming has been completed. (6-23-16) Pipe patch work for 12 locations currently underway. (7-15-16) The March and April 2016 status update of sewer activities is attached. An update of the sewer system will be presented to Council at the July meeting. (7-22-16) Sewer system update was presented to Council at the July Council meeting. (7-29-16) The May 2016 summary of O&M activities is attached. (8-12-16) The May 2016 status update of sewer activities is attached. (8-26-16) The June 2016 summary of O&M activities is attached. (9-30-16) The June 2016 status update of sewer activities and the July 2016 summary of O&M activities are attached. (11-10-16) The August 2016 summary of O&M activities is attached. An update of the sewer system will be presented to the City Council at the November meeting. (11-18-16) The July 2016 status update of sewer activities. An update of the sewer system has been postponed to the January 2017 City Council meeting. (12-2-16) The September 2016 summary of O&M activities is attached. (12-16-16) The August 2016 status update of sewer activities is attached. (1-13-2017) The October 2016 summary of O&M activities is attached. The September 2016 status update of sewer activities is attached. (1-20-2017) An update of the sewer system will be presented to the City Council at the January meeting. (2-3-2017) Sewer system operation was updated to the City Council on 1-25-2017 Council meeting. (2-10-2017) The November 2016 summary of O&M activities and the October 2016 status update of sewer activities are attached. (3-3-2017) The November 2016 status update of the sewer activities are attached. (3-10-2017) The December 2016 summary of O&M activities is attached. (3-17-2017) The January 2017 summary of O&M activities is attached. (4-14-2017) The December 2016 status update of sewer activities and the February 2017 summary of O&M activities are attached.

<u>Tasks</u>	<u>Project Name</u>	<u>Project Manager</u>	<u>Latest Status</u>
5	Wet weather flow monitoring	TT	<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.</p>

Tasks	Project Name	Project Manager	Latest Status
6	Sanitary Sewer Master Plan Update (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 114)	TT	<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. (1-20-2017) Consultant is in the process of gathering data to form the basis of the hydraulic model. Data includes GIS information, manhole survey, flow monitoring and rainfall data, population, parcel, water consumption, and etc. The initial hydraulic model network development effort will take approximately 2 months. Development of existing model loads will follow after the completion of the network. (3-10-2017) Staff received water usage data from Purissima Water District and Cal Water. (3-31-2017) One of the data the master plan consultant needs prior to loading the network is data for the manholes along the selected trunk line. To date, 225 out of 286 manholes have been surveyed. The manhole survey effort has been much more difficult than anticipated due to most of manholes survey have been under heavy tree shades which prevent GPS satellites reading. Staff is facilitating this effort by locating the remaining manholes in advance of the survey work. (3-31-2017) One of the data the master plan consultant needs prior to loading the network is data for the manholes along the selected trunk line. To date, 225 out of 286 manholes have been surveyed. The manhole survey effort has been much more difficult than anticipated due to most of manholes survey have been under heavy tree shades which prevent GPS satellites reading. Staff is facilitating this effort by locating the remaining manholes in advance of the survey work.</p>

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7	Matadero Creek Erosion - Erosion on Page Mill Road near Baleri Ranch Rd (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 106)	TT/AC	(1-28-16) Council approved the Initial Study and Mitigated Negative Declaration at the January meeting. Consultant to contact Regional Water Quality Control Board to discuss permitting. (2-12-16) Consultant submitted a letter to RWQCB regarding some of their comments. RWQCB staff to review and respond. (2-25-16) RWQCB staff indicated that the revised plans look much better. Consultant scheduled to discuss project with RWQCB staff week of 2-29-16. (3-11-16) Consultant working with Army Corp of Engineers to clarify scope of project. (3-18-16) RWQCB is requesting additional mitigation measures to be included in the project. (3-25-16) Staff met with consultant on-site to discuss possible mitigation proposal to the RWQCB and strategy for moving the project forward in the permitting process. (4-14-16) Additional information provided to US Army Corp of Engineers for their review. (4-29-16) US Army Corp. is requesting informal consultation with US Fish and Wildlife Service. (5-13-16) Consultant trying to contact Army Corp. for status update. (6-3-16) US Fish and Wildlife Service has assigned a staff member and is reviewing the project. (6-23-16) US Fish and Wildlife Service has approved the project. Waiting for US Army Corp to approve. (8-19-16) Consultant continues to follow up with US Army Corp for their approval. Staff also reached out to US Army Corp for an update. (8-26-16) Army Corp staff indicated that he should be able to get to our project soon. (9-16-16) Army Corp staff indicated that they were pulled away to work on other projects that have become higher priority and that they should be able to review our project soon. (1-20-2017) Army Corps staff has completed 80% of their authorization letter. A mitigation proposal for the Matadero Creek Bank Stabilization project was submitted to the Regional Water Quality Control Board. Staff is working with the consultant to respond to questions-comments from the Board. (1-27-2017) A revised proposal is resubmitted to the Water Quality Control Board for comments.(2-10-2017) US Army Corps of Engineers issued Nationwide Permit 13 for the project. San Francisco Bay Regional Water Quality Control Board (RWQCB) is in the final stage of their review. Consultant will proceed to obtain streambed alteration agreement from the CA Department of Fish and Wildlife Services. (3-17-17) Staff contacted Water Board via voice mail and email to request for status update
8	Matadero Creek Bridge at Page Mill Rd - Maintenance Evaluation	AC	(2-24-2017) A concerned resident contacted staff about the bridge culvert and immediate upstream maintenance issue for Matadero Creek at Page Mill Road. Staff is evaluating the site condition. (3-17-2017) Staff is working with consultant to evaluate the bridge culvert and maintenance issue. (3/31/2017) Staff met with the consultant to study the feasibility of obtaining a permit to maintain the creek.

<u>Tasks</u>	<u>Project Name</u>	<u>Project Manager</u>	<u>Latest Status</u>
9	El Monte/I-280 interchange off ramp redesign	AC	<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 off-ramp that trees removal work will start on December 5 for 5 working days. (11-23-16) Plant Removal Plan and Planting Plan attached (1-20-2017) Caltrans tree removal & replanting project was completed on 12-16-2017 (1-27-2017) Schedule update from Caltrans: Construction contract tentatively to be awarded in May 2017. Caltrans estimates 100 working days and indicates only minimal impact to the public.</p>

Tasks	Project Name	Project Manager	Latest Status
10	Magdalena/Bob Stutz Connector (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 105)	JC	(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. (Oct- 2016) Staff has resubmitted all documentation required by Caltrans early October. (1-20-2017) Awaiting for Caltrans' approval or additional comments for encroachment permit request. (1-27-2017) Staff contacted Caltrans and is invited to a meeting with Caltrans at District 4 Oakland office on 1-30-2017 to discuss this encroachment permit. (2-3-2017) Staff met with Caltrans at District 4 Oakland Office. Caltrans requested additional document and staff quickly provided to Caltrans this week. Caltrans indicated in the meeting the permit process could complete soon but did not give a specific date. (2-17-2017) Caltrans sent additional feedback to the Town to respond. Staff will address them accordingly. (2-24-2017) Staff has addressed and responded to Caltrans' latest feedback (3-10-2017) Staff has contacted Caltrans for the permit status but told still under review. (3-17-2017) Staff contacted Caltrans for status - the application is in circulation for approval.
11	Robleda and Purissima intersection study	JC/AC	(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. (1-20-2017) Staff has reviewed and evaluated Consultant's study and concurred on the recommendation for intersection improvements; Staff is preparing for a striping design-contract-quote for the improvement. (2-10-2017) Staff continues to prepare for the striping contract and will send notification letter to nearby residents. (3-10-2017) Staff is in the process soliciting quotes from contractors. (3-24-17) Staff is working with the contractor for scheduling work. (3-31-17) Striping modification work is scheduled for 4/3/2017. Staff has notified residents via mail and social media. (4-14-17) Striping modification has been completed.

Tasks	Project Name	Project Manager	Latest Status
12	Open Space Vegetation Management (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 108)	AC	<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. (2-3-2017) 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. (2-24-2017) Construction of the 250' fence is tentatively scheduled for the week of 2-27-2016 (3-3-2017) 250' fence at Byrne Preserve is constructed. Nearby Drainage is upgraded from 12" to 24".</p>

Last Updated on 4/14/2017

<u>Tasks</u>	<u>Project Name</u>	<u>Project Manager</u>	<u>Latest Status</u>
13	Newbridge Drainage improvement (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 107)	JC	(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.
14	P-TAP Round 18 grant funds	JC	(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. (1-20-2017) MTC notified the Town of the P-Tap 18 selection is delayed until Feb 2017. (2-17-2017) MTC informed the Town that our project has been selected for P-TAP Round 18 assistance. The contract for MTC's consultant total project cost is \$18,000 which the Town is responsible for 20% = \$3,600. (3-24-17) P-TAP 2018 kick-off meeting is schedules tentatively at the end of April.
15	I-280 Repaving	AC	(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)

Tasks	Project Name	Project Manager	Latest Status
16	VTA TAC Meetings and CIP-WG Meeting	AC	(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 allocation is for Fiscal Year 2018-2019 (1-13-2017) Staff attended 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. (2-10-2017) Staff attended the 1-08-2017 TAC meeting. Committee reviewed and discussed 2016 Measure B - Bicycle & Pedestrian and Caltrains Corridor Capacity and Caltrains Grade Separation Program Areas. Committee received a summary of community feedback collected to date on the draft Next Network transit service plan and a report on the "State Route 85 Noise Reduction Study Final Phase 1 Report" (3-3-17) Staff attended February 2017 CIP-WG meeting to discuss 2016 Measure B, VERBS, and various funding. (3-10-17) Staff attended the 3-8-2017 TAC meeting. Committee received updates regarding VERBS and various 2016 Measure B programs.
17	Pathway Inventory, Assessment, and GIS Services (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 111)	MM	(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. (1-20-2017) Staff will meet with Pathway Committee on 1-23-2017. (2-3-2017) Staff met with Pathway Committee to discuss the service contract and will present this revised service to the City Council on 2-16-2017 Council Meeting. (2-10-2017) Staff (Marni Moseley) has added this to February 2017 City Council consent calendar. (2-17-2017) The City Council approved a GIS based pathway inventory and assessment to Alta Planning + Design at their 2-16-17 meeting. (3-17-2017) Staff had a kick-off meeting with Alta Planning plus Design (3-31-17) Staff met with pathway sub-committee and the consultant. The Consultant is starting the data collection and to complete in about two weeks.
18	Mora-Eastbrook Annexation Project	AC/JC	(3-24-17) To provide public works assessment for the Mora-Eastbrook Annexation project, staff has initiated internal assessment studies. Staff has requested consultants to propose specialized engineering studies for geotechnical and storm drain systems. Staff also contacted the Santa Clara County to obtain engineering and maintenance records. (3-31-17) Santa Clara County does not have storm drain records. Geotechnical Engineering consultant submitted draft report. Staff is completing the public works assessment for infrastructure.

Last Updated on 4/14/2017

<u>Tasks</u>	<u>Project Name</u>	<u>Project Manager</u>	<u>Latest Status</u>
19	Eastbrook Geotechnical Report	TT/AC	(2-17-17) Staff provided an update of the final Eastbrook Geotechnical Report at the 2-16-17 City Council Meeting. Staff will provide a copy of this report to the County for their review. Staff plan to meet with the County after their review of the report. (2-24-2017) Staff provided a copy of the report to Santa Clara County. Staff is preparing to notify Caltrans about the study result by sending a copy of the report. (3-3-17) Staff sent a copy of investigation report to Caltrans and an assessment study to the south of previous study limit is in order to evaluate Mora Annexation project.
20	Summerhill Pathway Project (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 115)	AC	(3-10-17) On 06-16-2016 Pathway Committee requested for the City Council to designate \$30,000 for consulting services to review and prepare a pathway design concept. Staff has started to prepare documentation for consultants. (3-17-17) RFP sent out to consultants.
21	Page Mill/Moon Lane Pedestrian Bridge (Project Described in 2016-2021 Five-Year Capital Improvement Plan page 110)	AC	(3-10-2017) Staff has started the design phase by preparing documentation and contacting consultants. (3-17-17) RFP sent out to consultants.
22	Maintenance Work of the Week	JA	(3-24-17) Town Crew has started installing the "Bike Must Stop At All Stop Signs" throughout major intersections; Repaired the pavement edge erosion on Ascension Dr. (3-31-2017) Bike Stop message signs are installed in the vicinity of school areas. (4-14-17) The April 6 storm with rain and wind gusts approaching 70 mph. Wet and windy conditions caused many limbs off trees to fall onto streets, pathway, and into powerlines. To help keep the Town's streets and pathways safe an accessible, the Public Works crew worked through Thursday (4/6/17) night, Friday, and Saturday cleaning and clearing fallen trees and debris around Town.

Los Altos Hills Maintenance February 2017

Task	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. O'Keefe Court Station: The weekly inspections, ATS and Generator testing were performed. No Unscheduled repairs were required. (See Tab 1.)	\$1,771.59	12	\$21,259.08	1	\$1,771.59	\$12,401.13	7	5	\$8,857.95
Bid Item No. 2. Cleaning and Flushing in Right of Way	Work Performed: Cleaned 4,919 feet of pipe within the public right-of-way. Results were noted in the CMMS. Recommendation: Finish Cleaning the Town's sewer system. (See Tab 2.)	\$1.08	99,000	\$106,920.00	4,919	\$5,312.52	\$32,855.76	30,422	68,578	\$74,064.24
Bid Item No. 3. Cleaning and Flushing in Easements	Work Performed: Cleaned 5,029 feet of pipelines in easements. Results were noted in the CMMS. Recommendation: Focus on finishing the Cleaning. (See Tab 3.)	\$1.49	36,000	\$53,640.00	5,029	\$7,493.21	\$44,269.39	29,711	6,289	\$9,370.61
Bid Item No. 4. CCTV Inspection within Right of Way	Work Performed: CCTV inspected 11,259 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 1 Open Trench Repair and Two Manhole Rehabs to fix infiltration (See Tab 4.)	\$1.49	68,000	\$101,320.00	11,259	\$16,775.91	\$48,721.51	32,699	35,301	\$52,598.49
Bid Item No. 5. CCTV Inspection within Easements	Work Performed: CCTV inspected 1,159 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: Install manhole where pipe make 6 inch to 4 inch transition (See Tab 5.)	\$1.91	25,000	\$47,750.00	1,159	\$2,213.69	\$28,098.01	14,711	10,289	\$19,651.99
Bid Item No. 6. Response to SSOs with access from Right of Way	West Bay did not respond to an SSO in the Right of Way this month.	\$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 a SSO in an Easement this month.	\$1,730.34	6	\$10,382.04	-	\$0.00	\$1,730.34	1	5	\$8,651.70
Bid Item No. 8. GIS Mapping Maintenance and Updates (By the Hour)	Updated GIS Mapping and Maintenance Data Updates.	\$132.87	120	\$15,944.40	3	\$398.61	\$2,923.14	22	98	\$13,021.26
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	\$2,602.81	7	5	\$1,859.15
Bid Item No. 10. Sanitary Sewer Overflow Response for Private Laterals	West Bay responded to a call related to private laterals in a manhole at the intersection of Vindeo Lane and Elena Road, Los Altos Hills. A manhole was vacuumed and a dye test was performed to a lateral to help identify if the lateral was leaking.	\$328.50	6	\$1,971.00	1	\$328.50	\$328.50	1	5	\$1,642.50
Option 12 Collect Location Information	Surveyed manholes	\$57.50	400	\$23,000.00	226	\$12,995.00				
PLEASE NOTE:			Total	\$395,918.48		\$47,660.86	\$173,930.59			\$221,987.89

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

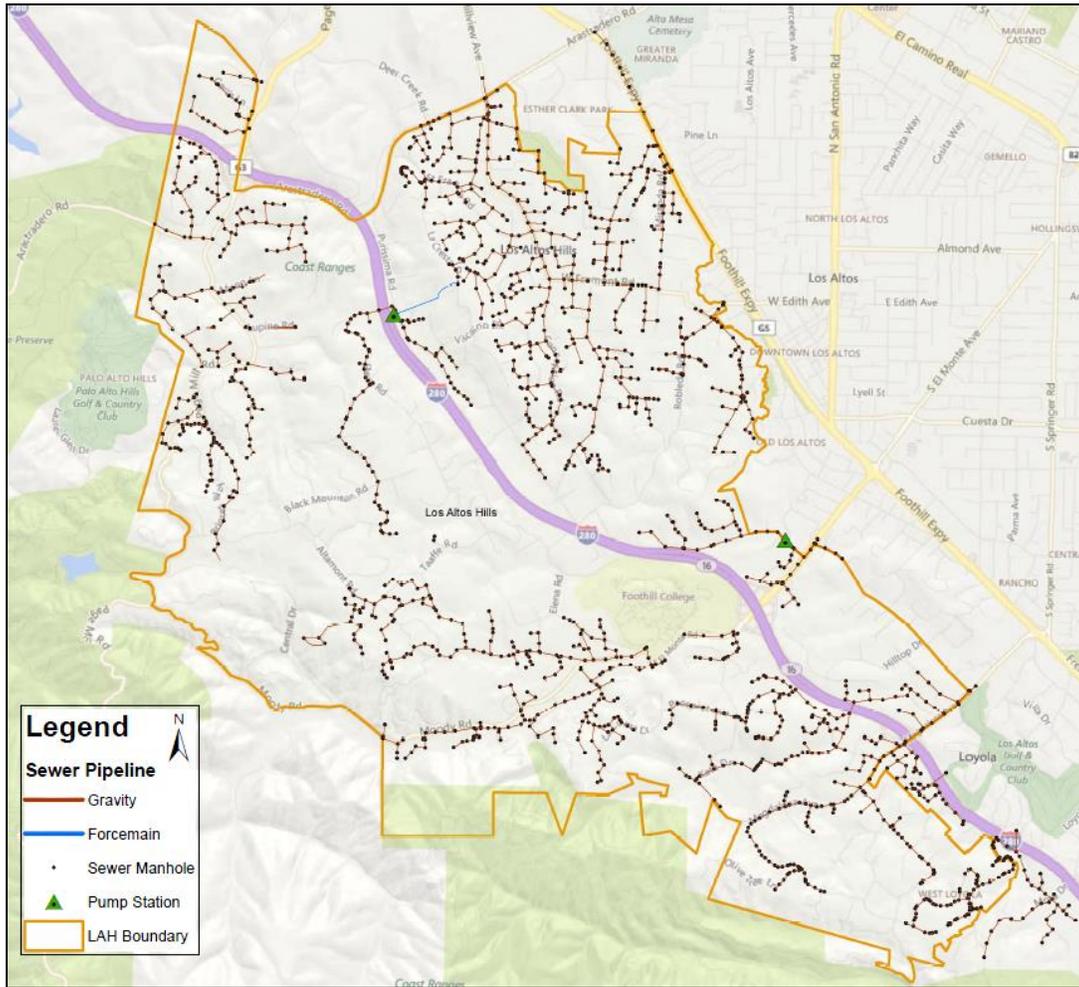
**Reporting Month: December 2016
Report Date: March 31, 2017**

I. INTRODUCTION

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

- Area served: 8.8 square miles
- Miles of sewer pipelines: 56.13
- 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

In June 2014, the City Council authorized the City Manager to execute an agreement with West Bay Sanitary District (West Bay) to provide operation and maintenance services as well as emergency overflow response services to the Town's sewer collection system.

In June 2015, West Bay's contract with the Town was extended for another three years. The extension was authorized to provide maintenance consistency and budget predictability for the Town. West Bay is scheduled to complete one full round of cleaning of the entire sewer system by the end of the third contract year (July 2017) and one full round of CCTV inspection in the fourth contract year.

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. One unscheduled repair was performed at the O'Keefe pump station due to the disconnection of the start float from where it was mounted.

During CCTV inspections, West Bay marked six pipes with structural grade 3 defects (described by NASSCO PACP as likely requiring action after 10 years) and one pipe with two structural grade 5 defects (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 capital improvement program (CIP), or pipe patch by West Bay under their current maintenance contract. In addition, West Bay also encountered a broken cleanout that was recommended for an open trench repair.

All structural defects observed through October 2016 that were not been addressed by previous CIP projects are being reviewed using the Town's risk model, and any recommended actions will be included in the 2017 CIP. For example, pipes with structural grade 5 defects will receive higher priority and will be reviewed further to determine if repair of each pipe should be included in the 2017 CIP, or a future CIP. Similarly, defects observed after October 2016, including defects that were observed during this reporting period, will be considered for completion as part of the 2018 CIP unless their severity warrants inclusion into the 2017 program.

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, on the following page. 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 December 2016	Contract Year to Date	Compare to One Year Goal ¹
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"> • 0.51 mile • 0.71 mile • 0 miles 	<ul style="list-style-type: none"> • 3.36 mile • 4.19 mile • 0 miles 	29.53% of Goal (41.67% of Time Elapsed)
Pump Station <ul style="list-style-type: none"> • Preventive Maintenance • Unscheduled repairs 	<ul style="list-style-type: none"> • 4X • 1X 	<ul style="list-style-type: none"> • 20X • 3X 	41.67% of Goal
CCTV Inspection <ul style="list-style-type: none"> • Routine Schedule (30 mos) • Other Unscheduled CCTV 	<ul style="list-style-type: none"> • 1.25 mile • 0 mile 	<ul style="list-style-type: none"> • 5.38 mile • 0 mile 	30.59% 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. The previous contract years are a consolidation of the first and second contract years. Since August 1, 2014, 76.54 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. 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 12.80 percent of the system. During the current contract year, 45.96 percent of the cleaned pipes had roots, 17.67 percent had debris, 2.53 percent had grease, and 33.84 percent were clear.

¹ It should be noted that performance is based on annual targets. Monthly comparisons are provided for reference only.

Figure 2a. Cleaning Progress as of December 31, 2016

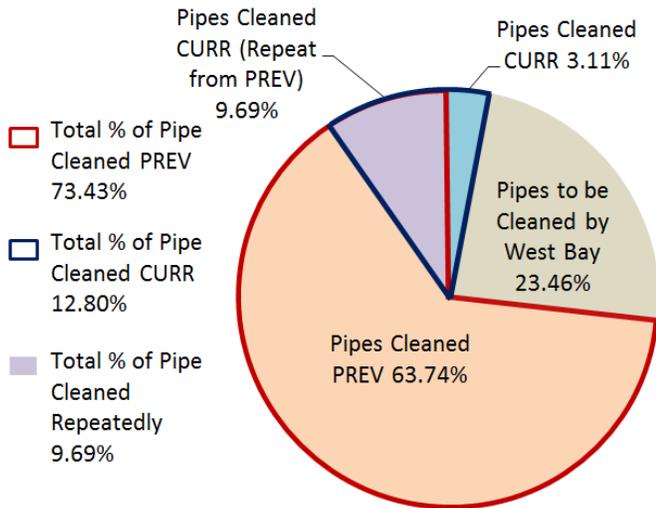
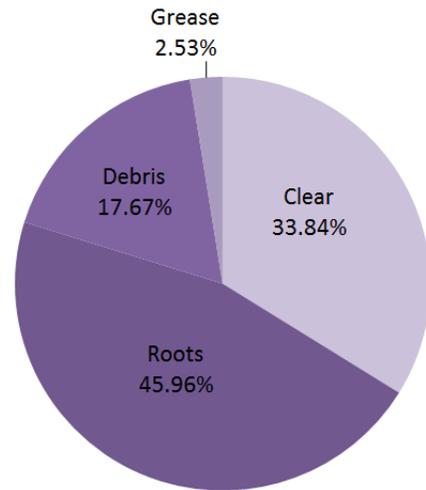


Figure 2b. Cleaning Results for the Current Year to Date. (Chart represents 12.80% of system).



Prior to hiring West Bay, the Town did not have an aggressive and structured sewer pipe cleaning program. As a result, a portion of West Bay’s cleaning activities includes removal of roots, grease, and debris from pre-contract years. After West Bay cleans the entire system at least one time, it is expected that maintenance needs within the system will improve. The Town expects to finish cleaning the entire system at least once by 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. During 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 continues in the current contract year. Cleaning results from the combined previous contract years, and also cleaning results to date, are summarized in Tables 2 and 3.

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 the 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 1 & 2 (73.43% of System Cleaned)	Current Contract Year (12.80% of System Cleaned)
Clear	31.10%	33.84%
Roots	23.82%	45.96%
Debris	43.46%	17.67%
Other	1.62%	2.53%
Total	100% of Cleaned Pipes	100% of Cleaned Pipes

Note: The sum of the previous contract year percentage (73.43%) and current contract year (12.80%) is not the total percentage of pipe cleaned in the system to date. There is a 9.69% 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	Progress Since August 1, 2014
Clear	31.45%
Roots	26.64%
Debris	40.18%
Other	1.73%
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 completed contract year’s total goal for cleaning footage.

Figure 3. West Bay Cleaning Progress

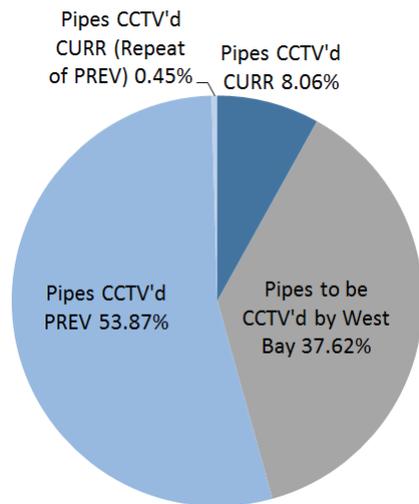


Note: PM = Preventative Maintenance; HF = High Frequency

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 December 31, 2016, 62.38 percent of the system had been inspected. Of the 62.38 percent, 8.51 percent was inspected during the current contract year. The remaining 37.62 percent of pipes in the system will be inspected during the current contract year and fourth contract year.

Figure 4. CCTV Inspection Results as of December 31, 2016



As part of West Bay’s CCTV process, 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 is intended to help address these O&M defects in order to minimize maintenance-related blockages and SSOs. 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. West Bay continues to upload the hot spot list in Lucity on a monthly basis.

Figures 5a and 5b show structural and O&M defects found during the current contract year. These charts reflect results for 8.51 percent of the system.

During this period, 64.23 percent of inspected pipes had no structural defects, 29.20 percent had Grade 3 or lower structural defects, and 6.57 percent had Grade 5 structural defects. There were no Grade 4 defects reported during this month.

Figure 5a. CCTV Inspection Results CURR December 2016 (Structural). (Chart represents 8.51% of system).

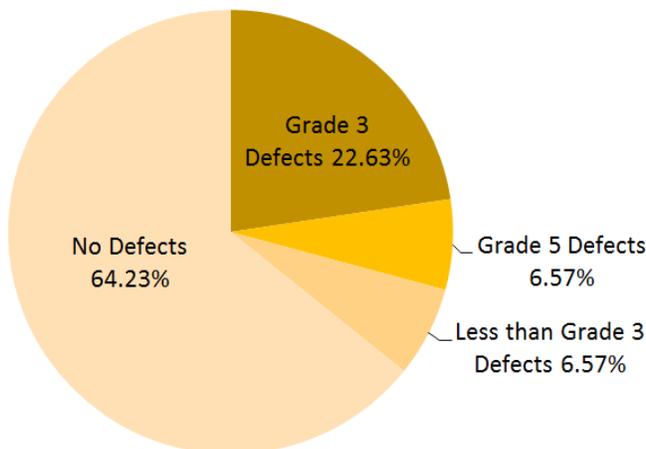
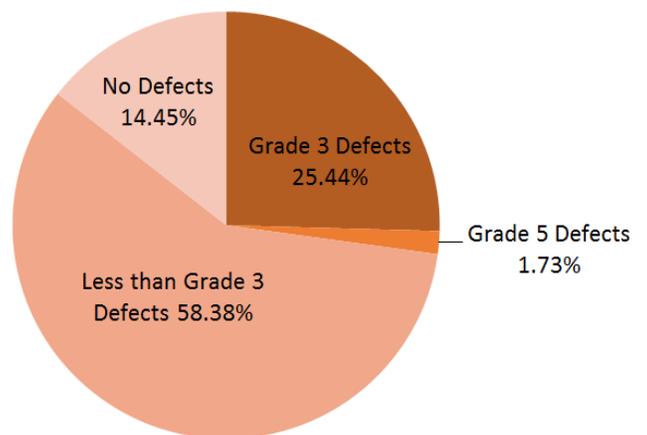


Figure 5b. CCTV Inspection Results CURR December 2016 (O&M). (Chart represents 8.51% of system).



From the pipes inspected in the current contract year, 1.73 percent had NASSCO PACP O&M Grade 5 defects. In addition, 83.82 percent of the inspected pipes had O&M Grade 3 or lower defects. This group excludes the 14.45 percent of pipes with no O&M defects.

West Bay is continuing to CCTV pipes in Branches 2 and 5 that have not been inspected. After these Branches are completed, they will begin inspecting the remaining, uninspected system pipes. In addition, West Bay has continued to provide field follow-up notes to the Town as part of the CCTV process. These field notes are being used to help develop the Capital Improvement Program, which addresses the most critical pipes with Grade 4 and 5 structural issues.

The observed CCTV Structural and O&M defects are summarized in Tables 4 through 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 that needed more immediate repair and rehabilitation. In addition, the approach helped identify pipes that require more frequent maintenance.

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

Pipe Structural Grade	Previous Contract Years 1 & 2 (54.32% of System CCTV'd)	Current Contract Year (8.51% of System CCTV'd)
Grade 5	4.34%	6.57%
Grade 4	0.44%	0%
Grade 3 or Less	95.22% includes 61.96% with no defects	93.43% includes 64.23% 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 Years 1 & 2 (54.32% of System CCTV'd)	Current Contract Year (8.51% of System CCTV'd)
Grade 5	4.27%	1.73%
Grade 4	0.81%	0%
Grade 3 or Less	94.92% includes 30.90% with no defects	98.27% includes 14.45% 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 Contract Years (1 & 2) and Current Contract Year (62.38% of System CCTV'd)
Grade 5	4.63%
Grade 4	0.39%
Grade 3 or Less	94.98% (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 Contract Years (1 &2) and Current Contract Year (62.38% of System CCTV'd)
Grade 5	3.94%
Grade 4	0.69%
Grade 3 or Less	95.37% (includes 28.70% 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 cumulative CCTV inspection goal required by previous and current contract years.

Figure 6. West Bay CCTV Progress



Pump Station Maintenance

During this month, West Bay conducted routine maintenance at Purissima and O'Keefe pump stations. In the O'Keefe station, the mounting bolt that keeps the start float suspended rusted, causing the float to drop. West Bay fixed the mount and re-hung the start float.

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 began 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. The Town’s effort to proactively implement a structured sewer system maintenance program has been the key to reducing SSOs.

Table 8. SSOs to December 31, 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

In December 2016, the kickoff meeting was held for the Sewer Master Plan project. There were no other meetings scheduled during this reporting month.

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

In December 2016, the GIS database was updated to be consistent with the Lucity CMMS database. Beginning in 2017, VWHA will request a new GIS layer from West Bay on a quarterly basis.

VWHA is in the process of adding recently-acquired manhole rim and invert elevations into the most current GIS layer, for use by 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 continues to clean and CCTV remaining pipes in Branch 2 and 5 of the system. After these branches are complete, West Bay will finish cleaning uncleaned pipes within the remaining system by the end of the 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 and 2017 Sewer CIPs	<ul style="list-style-type: none"> The Town's risk model has been completed for the 2016 CIP, and was updated during this reporting period for use in developing the 2017 CIP. The City Council awarded the construction contract for the 2016 CIP on May 19, 2016. Town staff anticipate bidding the 2017 CIP projects in the first quarter of 2017. 	<ul style="list-style-type: none"> Project Construction for 2016 CIP Project Definition for 2017 CIP. 	<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 the remainder pipes 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 uploaded all High Frequency (hot spot) schedules in Lucity in December 2016. This list is updated on a regular basis. 	<ul style="list-style-type: none"> Upload all High Frequency Schedules in Lucity. 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> In Progress
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 will be integrated into the Master Plan Report. 	<ul style="list-style-type: none"> Completed Draft flow calculations will be completed in January 2017.
Root Control Program	<ul style="list-style-type: none"> Staff are reviewing root-related maintenance data to determine whether a root control contract should be implemented in Summer 2017. 	<ul style="list-style-type: none"> Possible contract in summer 2017 	<ul style="list-style-type: none"> TBD as needed. 	<ul style="list-style-type: none"> In Progress

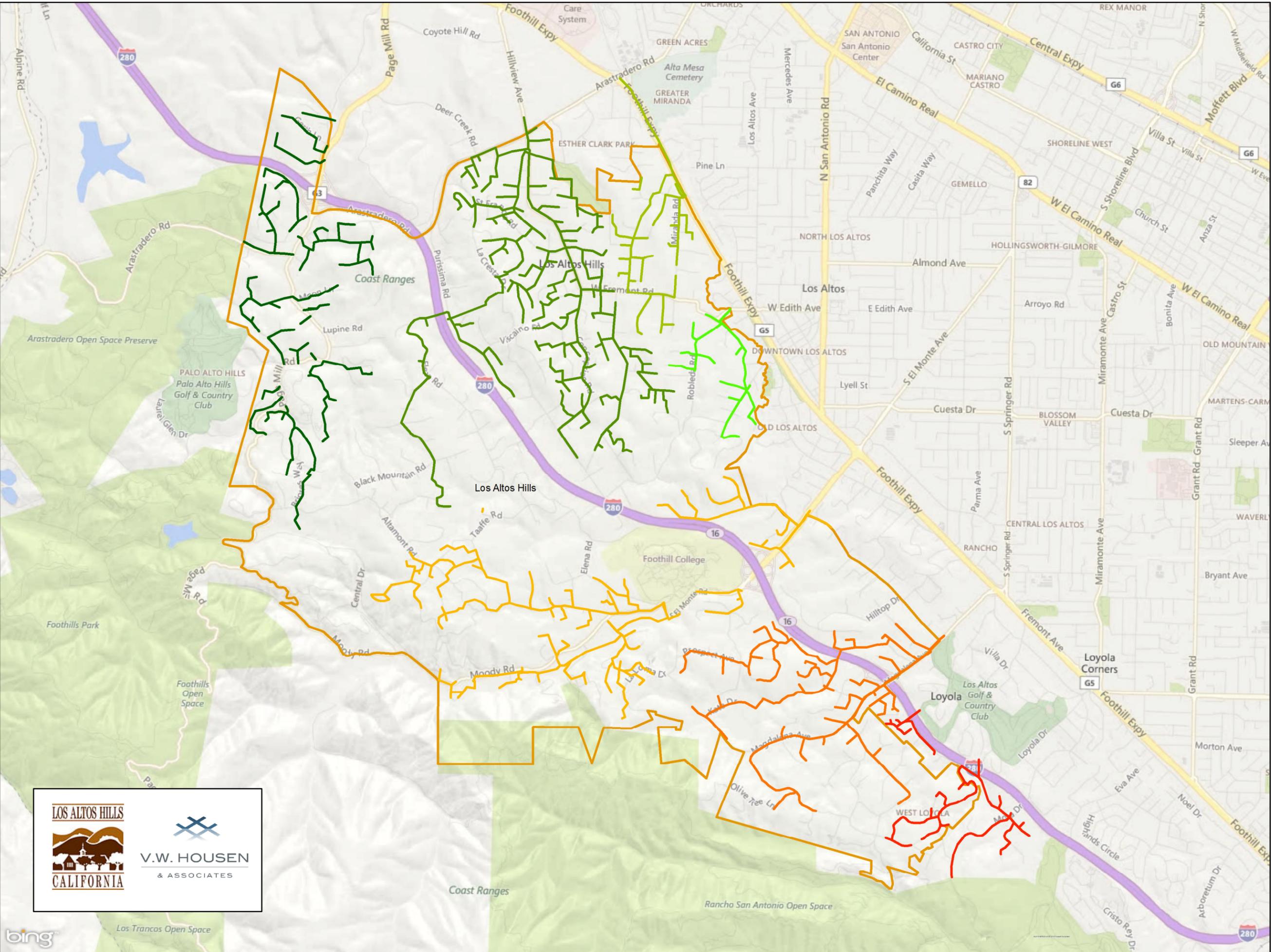
Town of Los Altos Hills Sanitary Sewer Collection System Map Sewer Basins (Branches)



0 1,250 2,500
Feet

Legend

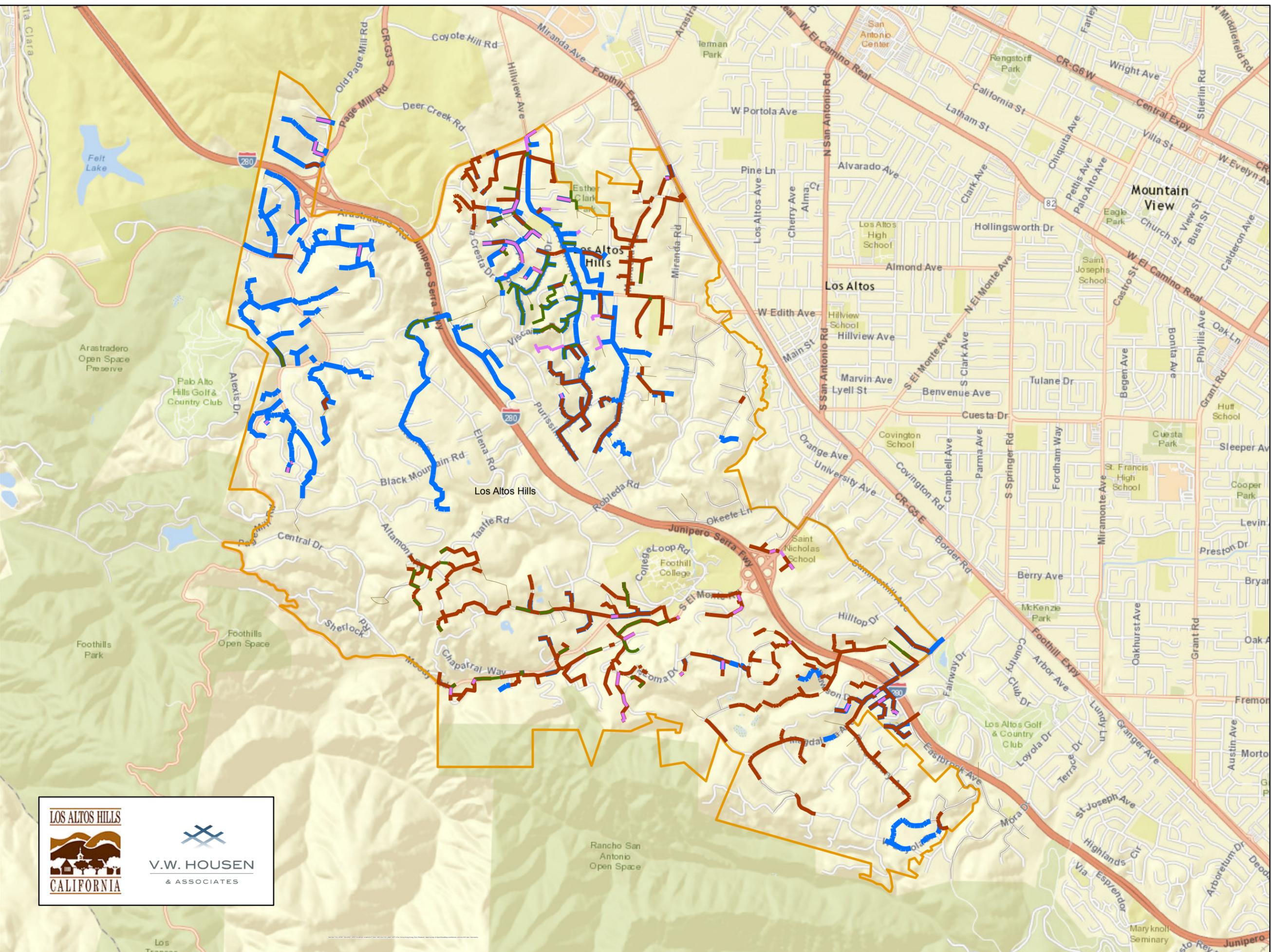
- Branch 1
- Branch 2
- Branch 3
- Branch 4
- Branch 5
- Branch 6
- Branch 7
- LAH Boundary



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



Legend	
	PREV Yr 1 (Aug14 - Jul15)
	PREV Yr 2 (Aug15 - Jul16)
	Qtr 1 (Aug16 - Oct16)
	Qtr 2 (Nov16 - Jan17)
	Sewer Pipeline
	LAH Boundary

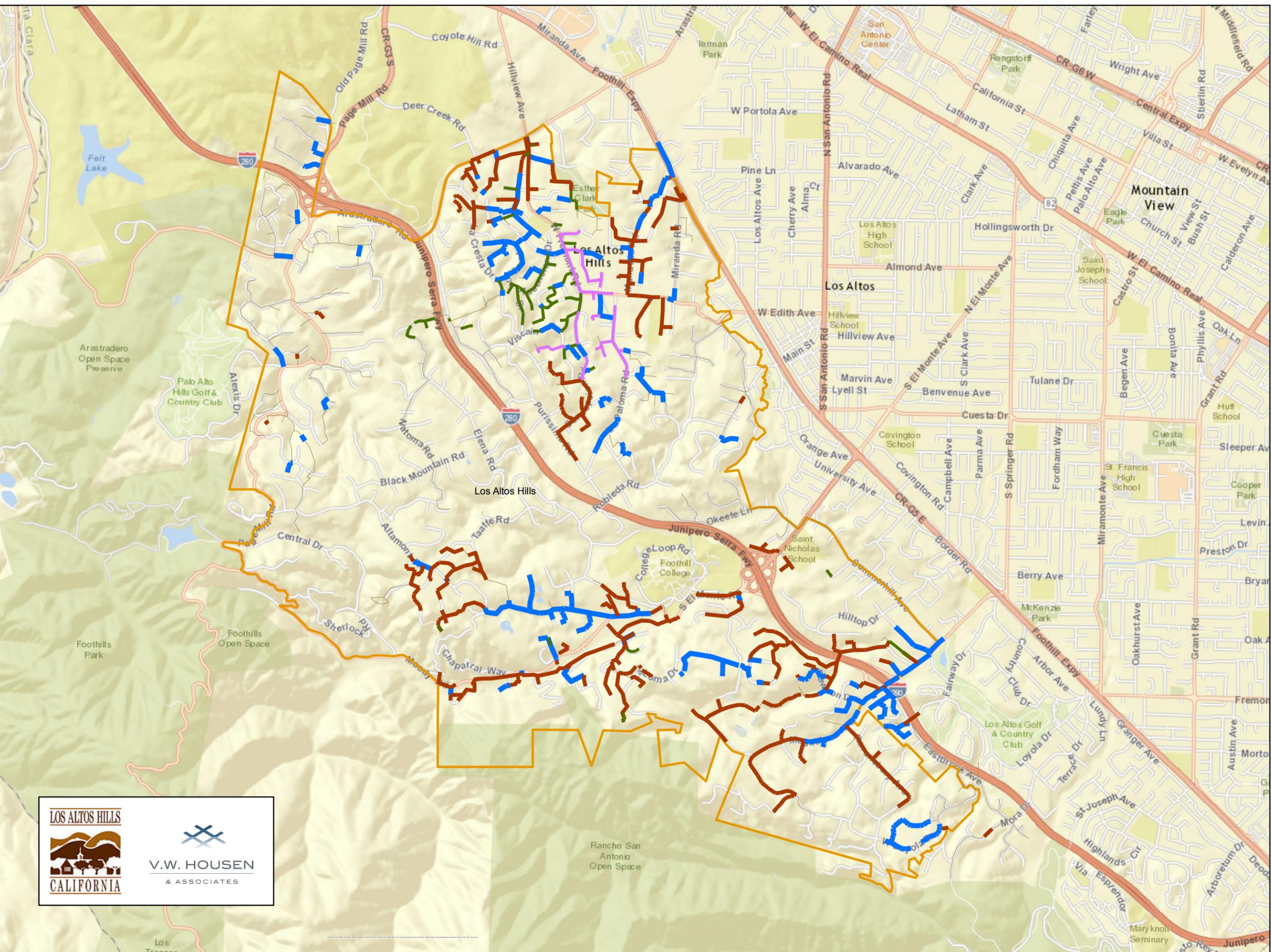


Town of Los Altos Hills
 Sanitary Sewer Collection System Map
 Pipes CCTV'd from Aug 2014 - Dec 2016

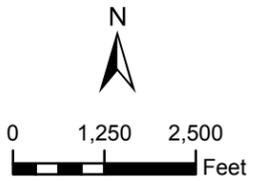


Legend

- PREV Yr 1 (Aug14 - Jul15)
- PREV Yr 2 (Aug15 - Jul16)
- Qtr 1 (Aug16 - Oct16)
- Qtr 2 (Nov16 - Jan17)
- Sewer Pipeline
- LAH Boundary

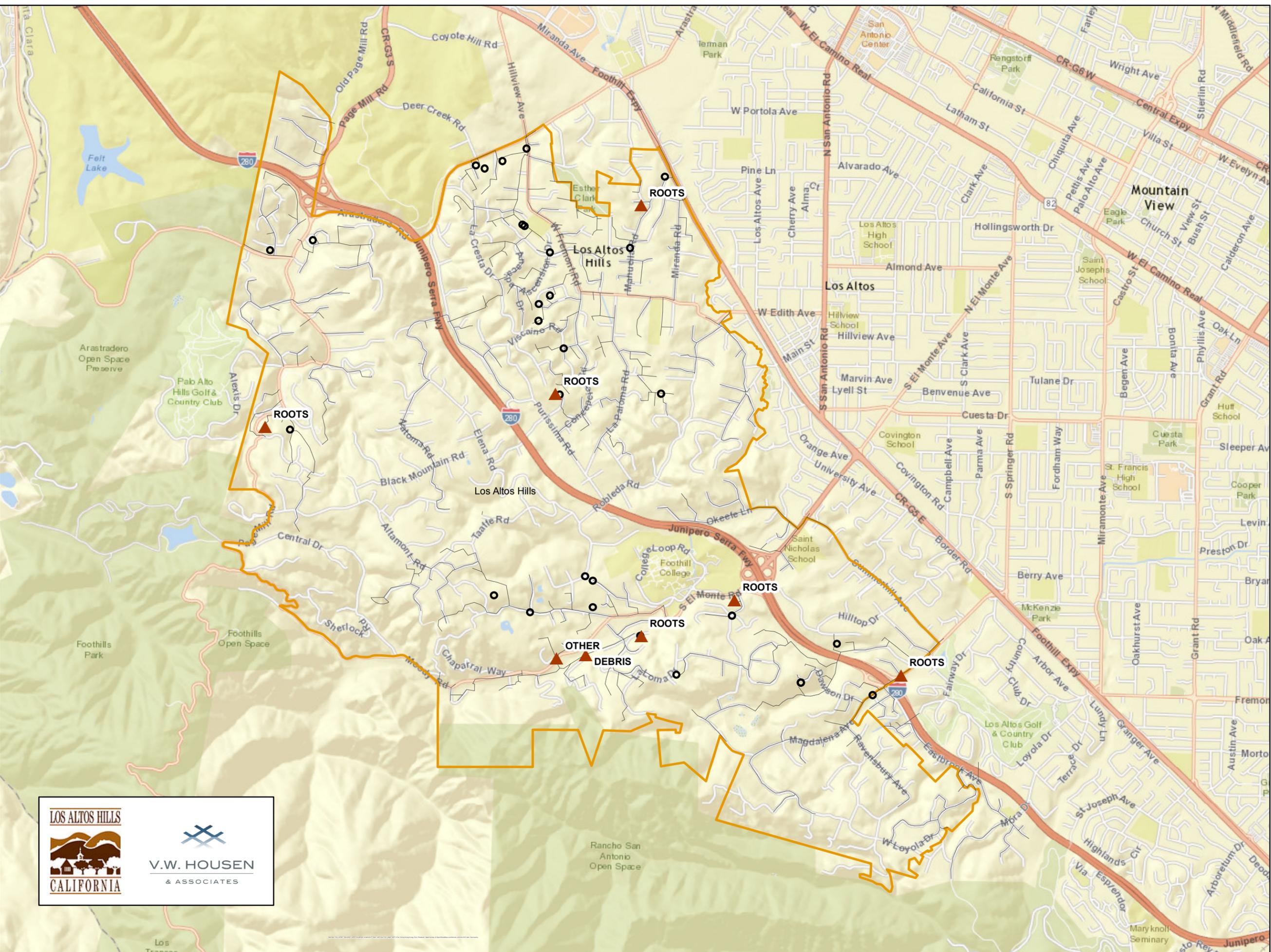


Town of Los Altos Hills
 Sanitary Sewer Collection System Map
 SSOs from 2013 - December 2016



Legend

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



From: [Peter J Berman](#)
To: [Carl Cahill](#)
Subject: Thank you
Date: Friday, April 14, 2017 10:23:03 AM

Good morning Carl,

Thank you very much for helping expedite the Comcast project on Christopher's Lane. They have been hard at work for the past two weeks and it looks like the end is in sight for the initial phase of the project.

Thanks again for your help and happy Easter to you and your family.

Regards, Peter

Sent from my iPhone



Santa Clara County Office of the Sheriff
Weekly Activity Summary
4/3/2017 – 4/9/2017
LOS ALTOS HILLS



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
4/5	L1	Vandalism	Between 2/1 and 4/5, unknown suspect(s) went onto the victim's property in the 12000 block of Leander Drive and committed various acts of vandalism, such as knocking over lights, damaging a water hose and chopping down a tree. The total amount of damage was about \$300.

DATE/TIME	BEAT	EVENT NUMBER	EVENT TYPE	LOCATION	INFORMATION
DISTURBANCES					
4/4/2017 12:08	L1	17-094-0244	415	BURKE RD @ DARLING LN	INVESTIGATED
4/4/2017 19:19	L4	17-094-0441	415M	ALTAMONT RD @ BLACK MOUNTAIN RD	INVESTIGATED
MALICIOUS MISCHIEF					
4/5/2017 16:42	L1	17-095-0391	594	LEANDER DR @ PURISSIMA RD	INVESTIGATED
TRESPASSING					
4/5/2017 17:29	L1	17-095-0409	602	W SUNSET DR @ BURKE RD	INVESTIGATED
REPORT OF CONDITIONS					
4/6/2017 19:32	L4	17-096-0466	952	ALTAMONT RD @ CORBETTA LN	INFORMATION GIVEN
4/6/2017 21:29	L3	17-096-0551	952	BLACK MOUNTAIN RD @ WINDSOR CT	INFORMATION GIVEN

4/8/2017 9:48	L4	17-098-0106	952	MOODY RD @ MOODY CT	INFORMATION GIVEN
			PICK-UP		
			PROPERTY/EVIDENCE		
4/5/2017 8:47	L6	17-095-0125	1016	BERKSHIRE DR @ W LOYOLA DR	COMPLETE
4/6/2017 11:44	L3	17-096-0213	1016	LA BARRANCA RD @ ELENA RD	COMPLETE
			PHONE THE OFFICE		
4/4/2017 14:44	L1	17-094-0332	1021	71L1	COMPLETE
			SUSPICIOUS		
			PERSONS		
4/5/2017 13:53	L5	17-095-0311	1066X	RAVENSBURY AV @ ARROYO OAKS	INVESTIGATED
			TREE DOWN		
4/6/2017 18:59	L3	17-096-0437	1068	ROBLEDA RD @ ELENA RD	INVESTIGATED
			WIRE DOWN		
4/5/2017 19:09	L1	17-095-0451	1069	ROBLEDA RD @ WILDCREST DR	INVESTIGATED
4/6/2017 19:24	L1	17-096-0462	1069	ROBLEDA RD @ BRENDEL DR	INVESTIGATED
4/6/2017 21:05	L1	17-096-0536	1069	ROBLEDA RD @ PURISSIMA RD	INVESTIGATED
			PEDESTRIAN STOP		
4/8/2017 23:14	L1	17-098-0389	1095	ROBLEDA RD @ ATHERTON CT	INVESTIGATED
			TRAFFIC HAZARDS		
4/3/2017 20:59	L1	17-093-0388	1125	MIRANDA RD @ WILD PLUM LN	INVESTIGATED
4/5/2017 18:51	L1	17-095-0444	1125	BURKE RD @ CHAPIN RD	INVESTIGATED
4/5/2017 19:04	L1	17-095-0449	1125	ROBLEDA RD @ WILDCREST DR	INVESTIGATED
4/6/2017 19:01	L4	17-096-0440	1125	MOODY RD @ BLEDSOE CT	INVESTIGATED

4/6/2017 19:10	L4	17-096-0448	1125	ELENA RD @ EL MONTE RD	INVESTIGATED
4/6/2017 19:12	L1	17-096-0451	1125	ROBLEDA RD @ ATHERTON CT	INVESTIGATED
4/6/2017 20:40	L5	17-096-0507	1125	MAGDALENA RD @ LONE OAK LN	INVESTIGATED
4/6/2017 21:34	L1	17-096-0552	1125	ST FRANCIS DR @ ANACAPA DR	INVESTIGATED
4/6/2017 22:30	L1	17-096-0582	1125	ROBLEDA RD @ W FREMONT RD	INVESTIGATED
4/7/2017 5:37	L4	17-097-0067	1125	MOODY CT @ SHERLOCK RD	INVESTIGATED
4/7/2017 14:21	L1	17-097-0327	1125	W FREMONT RD @ LA PALOMA RD	INVESTIGATED

**SUSPICIOUS
VEHICLES**

4/4/2017 3:20	L1	17-094-0053	1154	VISCAINO RD @ CONCEPCION RD	INVESTIGATED
4/7/2017 13:32	L3	17-097-0294	1154	BERRY HILL LN @ PAGE MILL RD	INVESTIGATED
4/7/2017 22:01	L3	17-097-0506	1154	NATOMA RD @ BLACK MOUNTAIN RD	INVESTIGATED
4/9/2017 15:38	L3	17-099-0241	1154	SADDLE MOUNTAIN DR @ SADDLE CT	INVESTIGATED
4/7/2017 13:44	L3	17-097-0302	1154	BERRY HILL LN @ PAGE MILL RD	INVESTIGATED
4/3/2017 4:15	L1	17-093-0064	1154OC	PURISSIMA RD @ DEER CREEK LN	INVESTIGATED

TRAFFIC COLLISION

4/4/2017 17:45	L1	17-094-0400	1182	EL MONTE RD @ I-280	INVESTIGATED
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TRAFFIC CONTROL

4/5/2017 19:15	L1	17-095-0454	1184	ROBLEDA RD @ WILDCREST DR	COMPLETE
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VEHICLE STOPS

4/4/2017 12:18	L1	17-094-0252	1195	EL MONTE RD @ I-280	WARNING ISSUED
4/4/2017 14:23	L5	17-094-0321	1195	EL MONTE RD @ STONEBROOK DR	WARNING ISSUED
4/5/2017 11:18	L2	17-095-0215	1195	I-280 @ MAGDALENA RD	CITATION ISSUED
4/6/2017 10:39	L3	17-096-0170	1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
4/7/2017 8:52	L5	17-097-0128	1195	EL MONTE RD @ STONEBROOK DR	CITATION ISSUED

4/7/2017 9:07	L5	17-097-0138	1195	EL MONTE RD @ STONEBROOK DR	CITATION ISSUED
4/7/2017 9:30	L3	17-097-0150	1195	EL MONTE RD @ STONEBROOK DR	CITATION ISSUED
4/7/2017 14:07	L3	17-097-0316	1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
4/7/2017 15:06	L1	17-097-0350	1195	I-280 @ EL MONTE RD	CITATION ISSUED
4/8/2017 16:01	L5	17-098-0237	1195	EL MONTE RD @ STONEBROOK DR	CITATION ISSUED

PARKING VIOLATION

4/4/2017 10:28	L3	17-094-0190	22500	DUVAL WY @ ROBLEDA RD	WARNING ISSUED
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ALARM CALLS

4/3/2017 9:17	L4	17-093-0114	1033A	MURIETTA LN @ MOODY RD	FALSE ALARM
4/3/2017 17:16	L1	17-093-0320	1033A	DONELSON PL @ CATHARINE CT	FALSE ALARM
4/3/2017 19:01	L4	17-093-0351	1033A	FRANCEMONT DR @ MOODY RD	FALSE ALARM
4/5/2017 7:45	L4	17-095-0095	1033A	FRANCEMONT DR @ MOODY RD	FALSE ALARM
4/5/2017 15:38	L5	17-095-0365	1033A	FINN LN @ PROSPECT AV	FALSE ALARM
4/6/2017 14:53	L2	17-096-0320	1033A	SUMMERHILL AV @ YOUNG CT	FALSE ALARM
4/6/2017 17:45	L3	17-096-0396	1033A	TAAFFE RD @ DEZAHARA WY	FALSE ALARM
4/6/2017 18:35	L3	17-096-0423	1033A	VIA VENTANA @ BRIONES WY	FALSE ALARM
4/6/2017 18:55	L3	17-096-0435	1033A	VIA VENTANA @ BRIONES WY	FALSE ALARM
4/6/2017 19:02	L5	17-096-0442	1033A	FRAMPTON CT @ MAGDALENA RD	FALSE ALARM
4/6/2017 19:04	L1	17-096-0444	1033A	LEANDER DR @ PURISSIMA RD	FALSE ALARM
4/6/2017 19:15	L4	17-096-0454	1033A	FRANCEMONT DR @ MOODY RD	FALSE ALARM
4/6/2017 19:58	L1	17-096-0480	1033A	DE BELL RD @ MANUELLA RD	FALSE ALARM
4/6/2017 19:58	L5	17-096-0481	1033A	DAWSON DR @ REBECCA LN	FALSE ALARM
4/6/2017 20:34	L1	17-096-0500	1033A	LA PALOMA RD @ TODD LN	FALSE ALARM
4/6/2017 20:41	L1	17-096-0508	1033A	LEANDER DR @ PURISSIMA RD	FALSE ALARM
4/6/2017 21:11	L3	17-096-0543	1033A	CHRISTOPHERS LN @ PAGE MILL RD	FALSE ALARM
4/6/2017 21:18	L4	17-096-0549	1033A	WILLOW POND LN @ TEPA WY	FALSE ALARM

4/6/2017 22:15	L2	17-096-0571	1033A	HILLVIEW RD @ MAGDALENA RD	FALSE ALARM
4/6/2017 22:19	L4	17-096-0576	1033A	SUMMIT WOOD CT @ TEPA WY	FALSE ALARM
4/6/2017 23:19	L5	17-096-0597	1033A	FRAMPTON CT @ MAGDALENA RD	FALSE ALARM
4/6/2017 23:36	L3	17-096-0600	1033A	OLD PAGE MILL RD @ PAGE MILL RD	FALSE ALARM
4/7/2017 2:20	L1	17-097-0026	1033A	ALEXANDER PL @ SHOLES CT	FALSE ALARM
4/7/2017 2:47	L3	17-097-0036	1033A	NATOMA RD @ SIMON LN	FALSE ALARM
4/7/2017 3:10	L3	17-097-0043	1033A	WINDSOR CT @ BLACK MOUNTAIN RD	FALSE ALARM
4/7/2017 5:35	L1	17-097-0065	1033A	LA CRESTA DR @ VISCAINO RD	FALSE ALARM
4/7/2017 5:43	L1	17-097-0069	1033A	BRENDEL DR @ ROBLEDA RD	FALSE ALARM
4/7/2017 6:10	L1	17-097-0071	1033A	LA CRESTA DR @ VISCAINO RD	FALSE ALARM
4/7/2017 8:14	L3	17-097-0113	1033A	WINDSOR CT @ BLACK MOUNTAIN RD	FALSE ALARM
4/7/2017 10:53	L1	17-097-0212	1033A	LEANDER DR @ PURISSIMA RD	FALSE ALARM
4/7/2017 16:30	L3	17-097-0389	1033A	VIA CERRO GORDO @ BRIONES WY	FALSE ALARM
4/7/2017 19:37	L1	17-097-0462	1033A	GINNY LN @ PURISSIMA RD	FALSE ALARM
4/7/2017 22:53	L1	17-097-0515	1033A	NEW BRIDGE DR @ LA PALOMA RD	FALSE ALARM
4/8/2017 2:12	L3	17-098-0028	1033A	ALMADEN CT @ ALTAMONT RD	FALSE ALARM
4/8/2017 2:13	L3	17-098-0029	1033A	CARRINGTON CL @ NATOMA RD	FALSE ALARM
4/8/2017 5:39	L3	17-098-0050	1033A	BALERI RANCH RD @ PAGE MILL RD	FALSE ALARM
4/8/2017 9:41	L3	17-098-0100	1033A	MATADERO CREEK LN @ MATADERO CREEK CT	FALSE ALARM
4/8/2017 21:54	L1	17-098-0349	1033A	ST FRANCIS DR @ ASCENSION DR	FALSE ALARM
4/4/2017 7:06	L5	17-094-0076	1033S	RAVENSBURY AV @ HILLPARK LN	FALSE ALARM
4/6/2017 22:54	L4	17-096-0587	1033S	ADOBE LN @ TEPA WY	FALSE ALARM
4/7/2017 15:32	L3	17-097-0362	A/C	VIA CERRO GORDO @ BRIONES WY	FALSE ALARM
4/7/2017 5:40	L1	17-097-0068	AC	ALTA TIERRA RD @ ALTA LANE NORTH	FALSE ALARM

9-1-1

ABANDONED CALLS

4/8/2017 2:18	L3	17-098-0032	911ABN	BERRY HILL CT @ BERRY HILL LN	INVESTIGATED
4/3/2017 9:08	L5	17-093-0111	911CEL	PRISCILLA LN @ STONEBROOK DR	INVESTIGATED

4/4/2017 8:17	L4	17-094-0099	911CEL	LA LOMA DR @ SUMMIT WOOD RD	INVESTIGATED
4/5/2017 9:12	L1	17-095-0140	911CEL	ROBLEDA RD @ PURISSIMA RD	INVESTIGATED
4/5/2017 14:47	L4	17-095-0341	911CEL	MOODY RD @ OLD SNAKEY RD	INVESTIGATED
4/6/2017 17:59	L1	17-096-0405	911CEL	PURISSIMA RD @ ROBLE LADERA RD	INVESTIGATED
4/6/2017 21:12	L3	17-096-0544	911CEL	I-280 @ ELENA RD	INVESTIGATED
4/5/2017 13:19	L3	17-095-0288	911UNK	BLACK MOUNTAIN RD @ EDGERTON RD	INVESTIGATED
4/6/2017 19:45	L1	17-096-0471	911UNK	VISCAINO RD @ CAMINO MEDIO LN	INVESTIGATED
4/6/2017 19:53	L1	17-096-0476	911UNK	E SUNSET DR @ BURKE RD	INVESTIGATED

**PUBLIC SAFETY
ASSISTANCE**

4/6/2017 19:23	L3	17-096-0461	AID	ELENA RD @ MOODY RD	COMPLETE
4/9/2017 23:14	L2	17-099-0396	AID	SUMMERHILL AV @ HILLTOP DR	COMPLETE

BEAT INFORMATION

4/6/2017 7:34	L3	17-096-0079	BTINFO	PAGE MILL RD @ LUPINE RD	INFORMATION GIVEN
4/7/2017 10:12	L6	17-097-0175	BTINFO	ELOISE CL @ BERKSHIRE DR	INFORMATION GIVEN
4/4/2017 9:48	L4	17-094-0156	INFO	ALTAMONT RD @ CORBETTA LN	INFORMATION GIVEN
4/5/2017 9:56	L1	17-095-0163	INFO	I-280 @ EL MONTE RD	INFORMATION GIVEN
4/5/2017 12:49	L5	17-095-0274	INFO	PRISCILLA LN @ STONEBROOK DR	INFORMATION GIVEN
4/6/2017 19:13	L4	17-096-0453	INFO	ELENA RD @ EL MONTE RD	INFORMATION GIVEN
4/6/2017 19:16	L4	17-096-0455	INFO	ELENA RD @ EL MONTE RD	INFORMATION GIVEN
4/6/2017 19:53	L2	17-096-0475	INFO	MAGDALENA RD @ I-280	INFORMATION GIVEN
4/7/2017 1:07	L2	17-097-0017	INFO	DAWNRIDGE DR @ MAGDALENA RD	INFORMATION GIVEN
4/7/2017 2:20	L1	17-097-0027	INFO	W FREMONT RD @ DONELSON PL	INFORMATION GIVEN
4/7/2017 3:34	L5	17-097-0048	INFO	OAK PARK CT @ OAK KNOLL CL	INFORMATION GIVEN
4/7/2017 6:40	L2	17-097-0080	INFO	DAWNRIDGE DR @ MAGDALENA RD	INFORMATION GIVEN
4/7/2017 6:54	L3	17-097-0084	INFO	VINEDO LN @ RIDGEWOOD LN	INFORMATION GIVEN
4/7/2017 7:00	L1	17-097-0086	INFO	WESTON DR @ W FREMONT RD	INFORMATION GIVEN

4/7/2017 8:10	L3	17-097-0111	INFO	RIDGEWOOD LN @ VINEDO LN	INFORMATION GIVEN
4/7/2017 10:34	L4	17-097-0194	INFO	ALTAMONT RD @ BLACK MOUNTAIN RD	INFORMATION GIVEN
4/7/2017 10:51	L3	17-097-0210	INFO	VIA CERRO GORDO @ BRIONES WY	INFORMATION GIVEN
4/7/2017 11:36	L3	17-097-0235	INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
4/7/2017 18:51	L5	17-097-0450	INFO	HOOPER LN @ MAGDALENA RD	INFORMATION GIVEN
4/7/2017 23:25	L3	17-097-0531	INFO	I-280 @ ARASTRADERO RD	INFORMATION GIVEN
4/8/2017 5:32	L4	17-098-0047	INFO	LA LOMA DR @ SUMMIT WOOD RD	INFORMATION GIVEN
4/8/2017 6:23	L1	17-098-0056	INFO	TODD LN @ LA PALOMA RD	INFORMATION GIVEN
4/8/2017 23:31	L3	17-098-0396	INFO	KRISTE LN @ ELENA RD	INFORMATION GIVEN
4/9/2017 8:05	L4	17-099-0088	INFO	MURIETTA LN @ MOODY RD	INFORMATION GIVEN
4/9/2017 15:50	L3	17-099-0244	INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
4/9/2017 17:54	L3	17-099-0291	INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN

PATROL CHECKS

4/3/2017 2:35	L1	17-093-0043	PATCK	W FREMONT RD @ SNELL LN	COMPLETE
4/3/2017 4:23	L1	17-093-0066	PATCK	LA CRESTA DR @ NINA PL	COMPLETE
4/4/2017 2:23	L3	17-094-0041	PATCK	ARASTRADERO RD @ PAGE MILL RD	COMPLETE
4/8/2017 23:02	L1	17-098-0380	PATCK	CORTE MADERA LN @ CONCEPCION RD	COMPLETE

SUSPICIOUS CIRCUMSTANCES

4/3/2017 11:38	L2	17-093-0180	SUSCIR	TIARE LN @ SUMMERHILL AV	INVESTIGATED
4/4/2017 11:37	L1	17-094-0229	SUSCIR	ROBLEDA RD @ CHAPIN RD	INVESTIGATED
4/4/2017 13:45	L3	17-094-0296	SUSCIR	ELENA RD @ ADONNA CT	INVESTIGATED
4/4/2017 17:23	L1	17-094-0388	SUSCIR	ROBLEDA RD @ W FREMONT RD	INVESTIGATED
4/5/2017 15:17	L3	17-095-0357	SUSCIR	ALTAMONT RD @ ALTAMONT CT	INVESTIGATED
4/8/2017 1:08	L1	17-098-0016	SUSCIR	GINNY LN @ PURISSIMA RD	INVESTIGATED
4/3/2017 12:34	L4	17-093-0207	UNKCIR	BYRNE PARK LN @ DEER SPRINGS WY	INVESTIGATED

WELFARE CHECKS

4/6/2017 20:48	L2	17-096-0513	WELCK	DAWNRIDGE DR @ MAGDALENA RD	COMPLETE
4/9/2017 20:40	L3	17-099-0346	WELCK	CHRISTOPHERS LN @ PAGE MILL RD	COMPLETE

A congratulatory certificate you
for accomplishment.

2016

Remove the backing and place on your award.



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Town of Los Altos Hills
California**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2016

Jeffrey R. Enow

Executive Director/CEO



**Uggghhh,
I've been waiting
all year, is it Hoppin'
Hounds yet?**

