

Public Safety Update:

The **Sheriff's** weekly report is attached. **Fire Department** command staff reported responding to an overturned pest control vehicle on Robleda near Alta Tierra. This incident resulted in a very small leak of pesticide chemical (less than 10 gallons). The spill was fully contained and the clean-up and disposal was conducted by County Hazmat.

Administrative Services Update:

The **Fiscal Year 2016-17 Adopted Budget** was finished and posted to the [Town's website](#) this week. The budget was also submitted to GFOA and CSMFO for review and award consideration. In addition, the final **audit** fieldwork is scheduled to start next Monday. Staff is preparing the required documents this week for this round in the audit process.

Parks and Recreation Update:

On Monday, September 26th from 10:00-11:00am we held our first **Senior Pathways Walk** and pictures can be viewed [here](#). Due to the success of this walk, we intend on doing more in the future. If you'd like to be updated on these walks, please email lahseniorprogram@gmail.com.

Our first **Before Having Chickens** class was held this past Tuesday night. We have three more sessions of egg-citing Chicken classes that you can sign up for on [our website](#). As an added bonus, a plausible explanation will be provided to all class registrants as to why the chicken felt compelled to cross the road.

Feel free to give me a call or email if you have comments or questions on this report.

Thanks.

Carl

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<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.</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.</p>

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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
3	Townwide Pathway and Roadway safety inspection program	(7-17-15) Staff training intern to perform inspections. (7-23-15) Intern doing inspections and working with field crew to address. (7-31-15) Town staff looking for dead pine trees and sending notices out as appropriate. (8-21-15) Tree notices being sent to property owners. (9-4-15) Staff completed sending dead tree notices identified by arborist. Staff also met with Fire district regarding the dead trees. (9-18-15) Town staff working with the Fire District and the district's consultant has just about completed a large project of removing several large hazardous trees near Purissima Park. Work involved large cranes, traffic control, closing parking lots, coordinating with park users, and working with property owner. (9-25-15) For the months of February to September staff performed corrective action on 43 potential liability issues identified by routine inspections. (1-8-16) For the months of October to December staff performed corrective action on 12 potential liability issues identified by routine inspections. (6-10-16) Staff looking into mobile app data collection to streamline maintenance identification and repair. (6-16-16) Staff to meet with vendor to discuss no cost testing of electronic forms. (7-15-16) Staff trying out electronic forms and vendor working on modifications to the form.
4	Robleda 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.
5	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.

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

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8	Erosion on Page Mill Road near Baleri 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>
9	VTA Bicycle Expenditure Plan applications	<p>(12-14-12) Staff to work on application to add Nicholson Path Extension and Fremont Road Bike path phase 2 to the Bicycle Expenditure Plan. Applications due 1-31-13. (2-1-13) Applications have been submitted and received by VTA. (3-22-13) Staff provided supplemental information to VTA regarding Hale Creek Path in an effort to secure additional points to qualify to be in the BEP. (4-3-13) All submitted projects were approved to be added to the new BEP. (4-11-13) Hale Creek path and Fremont Road Safe Route to School phase 2 are now on the BEP.</p>

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<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
10	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.</p>
11	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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12	Hale Creek/Magdalena 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>

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13	Open Space Stewardship	<p>(1-15-16) Draft grazing recommendation memo has been received from the consultant. Staff and committee reviewing. (1-28-16) Staff met with Open Space Committee and Acterra to get an update on activities and to discuss contract extension. Acterra to submit proposal to Town. (2-5-16) Acterra submitted a three year proposal for staff to review. (2-12-16) Open Space Committee also reviewing proposal and will provide recommendation. (3-11-16) Staff discussed schedule with members of the OSC. (3-25-16) OSC supports the proposal from Acterra and will be presenting the project to Council at the April meeting. (4-8-16) Council approved 2 month extension to Acterra's contract to align with the fiscal cycle. Contract renewal will be discussed with the budget. (4-14-16) Staff working with Acterra and Open Space Committee for proposed longer term contract. (4-22-16) Acterra 2 month extension has been executed. Proposed longer term contract will be discussed with the upcoming budget. (4-29-16) Open Space Committee and Acterra to present project for funding at the joint Council/FIC meeting on May 31. (5-13-16) Open Space Committee discussed Acterra's three year contract proposal for restoration activity and the committee is in support of the proposed contract. (5-20-16) Acterra's quarterly report for January to April 2016 is attached. (5-27-16) Acterra completed their second year of stewardship services. Acterra's final report for May 2015 to April 2016 is attached. (6-3-16) A three year restoration program and a one year maintenance and education service agreement will be presented to Council at their June meeting. (6-23-16) Contract with Acterra has been approved. Contract being executed. (7-22-16) Contract has been executed. Acterra progress report for the months of May and June is attached. (7-29-16) Mowing of O'Keeffe and Byrne Preserve for yellow star thistle was performed.</p>
14	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>

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15	P-TAP Round 18 grant funds	(10-9-15) Staff working on application for grant funds. (10-30-15) Staff completed and submitted grant request. (12-11-15) Results of grant request should be available in early 2016. (1-22-16) Town did not get selected to receive the grant. (1-28-16) Town will re-apply next year for grant. (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.
16	I-280 Repaving	(12-13-13) Staff contacting CalTrans again to see if they have an update on when I-280 within Los Altos Hills will be scheduled to be repaved. (12-20-13) E-mail received from Jeremy Dennis discussing the CalTrans process. By fall of 2014 Caltrans will decide which projects will be included in the 2016 SHOPP 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.

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17	Barron Creek Drainage Channel Maintenance (26170 W. Fremont Road)	<p>(12-18-15) Staff provided comments on the cost sharing agreement, hydraulic analysis, draft schedule, and preliminary plans to the applicants consultants. (1-16-15) Applicant's consultant submitted an addendum to the environmental document previously approved. Staff reviewing. (1-22-16) Comments on the addendum document to be provided to consultant by end of January. (1-28-16) Comments provided to applicants consultant. Applicant provided comments on cost sharing agreement, staff and attorney reviewing. (2-5-16) Staff getting clarification from applicant regarding the various versions of the agreement sent to the Town. (2-12-16) Applicant's attorney did not accept many comments provided by Town. Staff to meet with applicant representative to discuss. (2-19-15) Staff met with applicant's representative to discuss attorney comments. Applicant's representative agreed that many of the Town's request were reasonable. Town working on another revised cost sharing agreement for applicant's representative. (2-25-16) Revised cost sharing agreement sent to applicant's representative for review. Amendment to environmental document scheduled for the April Planning Commission meeting. (3-3-16) Applicant's representative reviewing the cost sharing agreement. (3-11-16) Applicant's consultant working with RWQCB to clarify project scope and purpose. (3-18-16) RWQCB has indicated that they will likely approve the project. Still waiting to hear from California Department of Fish and Wildlife. (3-25-16) Staff working with applicant's representative to finalize cost sharing agreement. (4-8-16) Planning Commission approved the amendment to the environmental document. (4-22-16) Proposed final cost sharing language sent to applicant for review. Applicant consultants working on revised plans to address staff preliminary comments. (4-29-16) Applicant to get back to the Town on status of cost sharing agreement language. (5-6-16) Approval of the amendment to environmental document scheduled for the May City Council meeting. (5-13-16) Applicant submitted revised drawings for review. (5-20-16) Amendment to the environmental document was approved by Council at the May 19th council meeting. (5-27-16) Staff reviewing the drawings. Applicant reviewing the cost sharing agreement and getting proposals for the work. (6-3-16) Consultant working on exhibits for the agreement. (6-10-16) Staff completing review of plans and will be forwarding comments week of 6-13. (6-16-16) Review comments sent to applicant. Cost sharing agreement to be presented to Council at their July meeting for approval. (7-22-16) Council approved the cost sharing agreement at the July Council meeting. Staff working with applicant to execute the agreement. (7-29-16) Staff reviewing final drawings, bonds, and insurance. (8-5-16) Staff approved final drawings, bonds, and insurance, and authorized the start of the restoration work. (8-19-16) Project is in progress. (8-26-16) Tree and vegetation removal is complete. Grading work scheduled to be completed mid September. (9-16-16) Grading work is still in progress.</p>

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18	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.</p>
19	2016 Road Rehabilitation Project	<p>(6-3-16) Staff preparing contract documents for the 2016 Road Rehabilitation Project. Project will be advertised on 6-8-16. (6-10-16) Project has been advertised. Bid opening scheduled for 6-28-16. List of streets is attached. (7-15-16) Award of contract will be presented to Council at the July meeting. (7-22-16) Council approved the award of contract. Staff sent notice of award to contractors. (7-29-16) Contractor to begin localized pavement repair week of August 1, 2016. (8-5-16) Contractor completed the spot repair this week. Contractor will construct valley gutter on Orchard Hill Lane. (8-12-16) Contractor is paving the public portion of Almaden Court. (8-19-16) Micro Surfacing work scheduled for week of August 22nd. There will be traffic delays, detours, two way traffic control, and partial road closures. Residents in work areas have been notified. Schedule has also been posted on the Town's website. (8-26-16) Micro surfacing work will be substantially complete by 8-26-16. Remaining microsurfacing work and cleanup will be completed by the end of August. Residents on Adobe Lane organized and privately funded pavement rehabilitation of the private section of Adobe Lane. Work was coordinated with the Town's contractor. (9-2-2016) All paving work has been completed. Contractor begins preparing the road for striping on 9/2. Traffic striping operation will begin next week. (9-9-12) Traffic striping operation is underway and is scheduled to complete on 9/16. (9-16-16) Construction completed. Staff will review the completed work and prepare a punch list, if any, for the contractor to address.</p>

Last Updated on 9/30/2016

<u>Tasks</u>	<u>Project Name</u>	<u>Latest Status</u>
20	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.</p>
21	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.</p>
22	Traffic Evaluation - Fremont Road at Pinewood School	<p>(9-23-16) Staff engaged a traffic consultant to investigate the traffic issues on Fremont Road onto Pinewood School during the morning drop off hours. The consultant will perform data collection and provide their recommendations.</p>

**Town of Los Altos Hills
Sanitary Sewer Collection System Progress Report
Contract Year 2015**

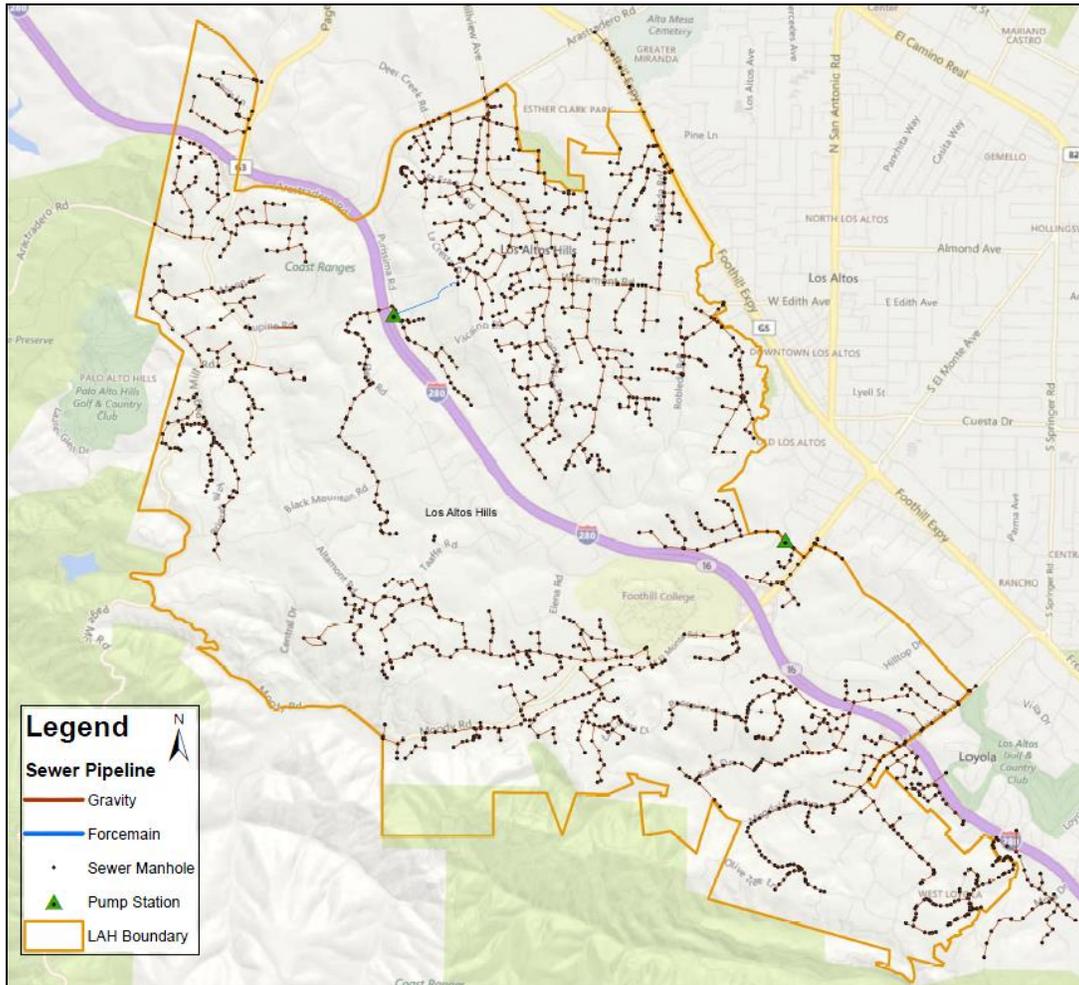
**Reporting Month: June 2016
Report Date: September 19, 2016**

I. INTRODUCTION

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

- Area served: 8.8 sq 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

During the month of June 2016, the Town’s sewer maintenance contractor, West Bay Sanitary District (West Bay), completed all contract tasks on schedule. No significant issues were noted during cleaning and pump station inspection. During CCTV inspections, West Bay marked 10 pipes with structural grade 3 defects (described by NASSCO PACP as likely requiring action after 10 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 actions flagged by West Bay are not urgent, and the Town is reviewing their collective field notes and prioritizing follow up actions.

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 (Contract Year August 2015 – July 2016)

Task	Month of June 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"> • 1.47 miles • 0.42 miles • 0 miles 	<ul style="list-style-type: none"> • 16.78 miles • 7.88 mile • 0 miles 	96.42% of Goal (91.67% 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"> • 46X • 2X 	91.67% of Goal
CCTV Inspection <ul style="list-style-type: none"> • Routine Schedule (30 mos) • Other Unscheduled CCTV 	<ul style="list-style-type: none"> • 1.39 miles • 0 miles 	<ul style="list-style-type: none"> • 16.71 miles • 0.04 mile 	95.10% 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"> • 5 	N/A

Cleaning

Figure 2a shows previous contract year (PREV) cleaning results and current contract year (CURR) cleaning progress for the Town’s pipes. Since August 1, 2014, 75.77 percent of the pipes within the Town’s collection system has been cleaned. Cleaning results from the previous contract year are also shown in this chart. 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 compared to pipe lengths due to discrepancies between existing records and field observations.

Figure 2b shows cleaning results for the Town’s pipes for the current contract year only. Figure 2b expands the wedges (Pipes Cleaned CURR) shown in yellow and orange in Figure 2a. In the new contract year, 36.45 percent of the cleaned pipes had debris, 20.93 percent had roots, 1.36 percent had grease, and 40.96 percent had clear results. Small amounts of broken pipe debris were encountered by cleaning crews in the previous months.

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

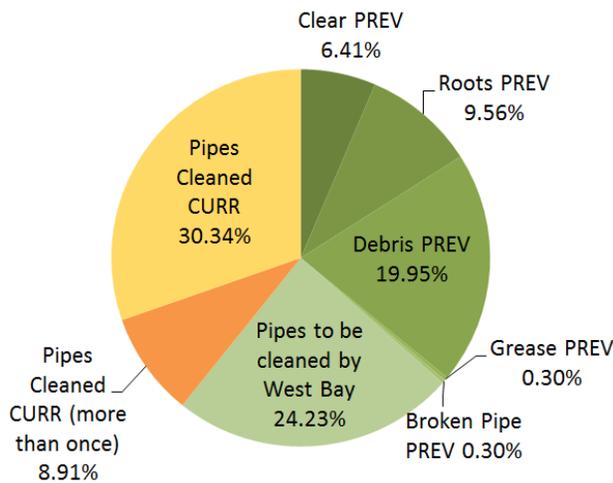
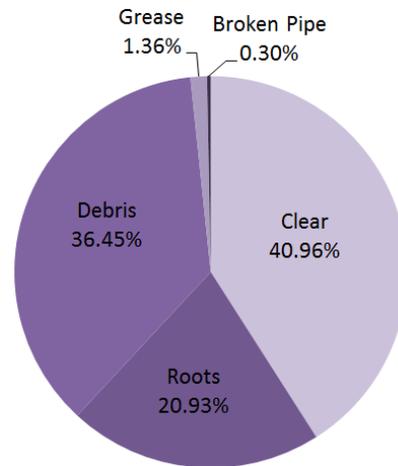


Figure 2b. Cleaning Results for the Current Year to Date. (Chart represents 39.25% of system).



Prior to hiring West Bay, the Town did not have an aggressive and structured sewer pipe cleaning program. As a result, debris has been found inside the pipes from prior years. This does not seem unusual. After West Bay cleans the entire system at least one time, the volume of debris in the system is expected to go down together with other cleaning issues in the system.

During the previous contract year, West Bay had focused on cleaning pipes in the system that had high volumes of SSOs. As a result, there are fewer “Clear” pipe encountered in the system as shown in Table 2 and 3. In the current contract year, cleaning, which has occurred on a branch by branch basis, shows more “Clear” pipe. However, roots and debris in the pipes have remained an issue in the Town’s collection system.

High frequency pipe cleaning and chemical root control program are two measures that the Town is implementing as a result of these cleaning issues in the system. In addition, the ongoing Capital Improvement Program that aims to replace pipes in the worst structural condition will also aid in

addressing these issues in the system. Some of these pipes that have the worst structural defects also contribute to presence of debris and roots inside the pipes in the system.

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

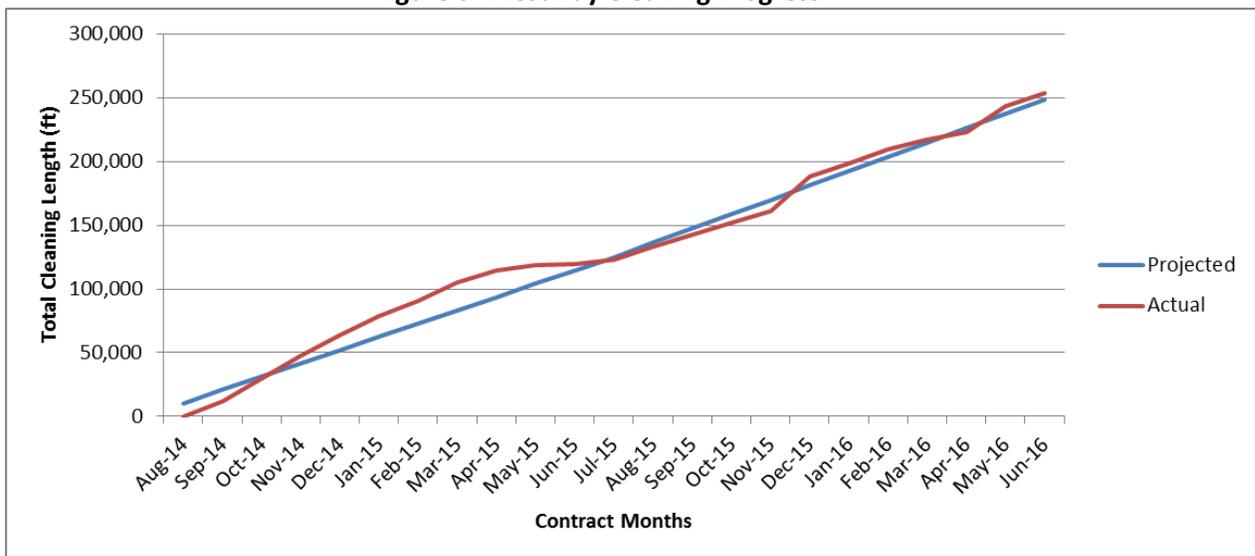
	Previous Contract Year (36.52% of System Cleaned)	Current Contract Year (39.25% of System Cleaned)
Clear	17.55%	39.34%
Roots	26.18%	20.66%
Debris	54.63%	38.36%
Other	1.64%	1.64%
Total	100% of Cleaned Pipes	100% of Cleaned Pipes

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

	Previous and Current Contract Year (75.77% of System Cleaned)
Clear	29.71%
Roots	23.46%
Debris	45.19%
Other	1.64%
Total	100% of Cleaned Pipes

Figure 3 shows West Bay 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, as projected in the previous and current contract.

Figure 3. West Bay Cleaning Progress



CCTV Inspection

Figures 4a and 4b show CCTV inspection results for structural and O&M defects, respectively. Percentages are shown based on the number of pipe segments inspected. As of June 2016, 54.18 percent of the system has been inspected. Of the 54.18 percent, 31.31 percent was inspected during the current contract year. Less than one percent of the inspected pipes in the previous contract year have National Association of Sewer Service Companies (NASSCO) Pipeline Assessment and Certification Program (PACP) Structural Grade 4 or 5 defects. These defects are characterized by NASSCO as being likely to require action within 1 to 10 years.

Pipes with NASSCO PACP Grade 4 or 5 Operations and Maintenance (O&M) defects have been placed on the hot spot list that is maintained by West Bay. Pipes on the hot spot list receive a more frequent cleaning schedule of 12 and 6 months. Pipes showing Grade 4 or 5 O&M defects will remain on the hot spot list until the O&M issues are resolved. The hot spot list is maintained by West Bay outside of the Lucity database. West Bay continues to update the hot spot list in Lucity on a monthly basis, and plans to complete uploading of the entire high frequency schedule by July 31, 2016. The remaining inspected pipes have O&M defects of 3 or below. The remaining 45.82 percent of pipes in the system have not been inspected by West Bay, and will be inspected on their contracted schedule.

Figure 4a. CCTV Inspection Results as of June 30, 2016 (Structural Defects)

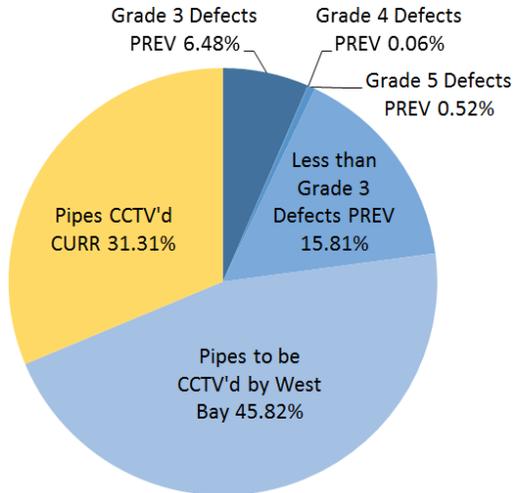
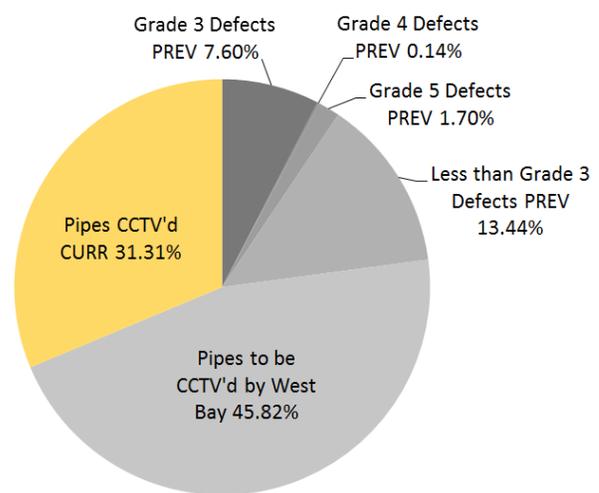


Figure 4b. CCTV Inspection Progress as of June 30, 2016 (O&M)



Figures 5a and 5b show structural and O&M defects found during the current contract year. These charts reflect results for 31.31 percent of the system. During this period, 59.16 percent of inspected pipes had no structural defects, 34.74 percent had Grade 3 or better structural defects, and 6.10 percent had Grade 4 or 5 structural defects.

From the pipes inspected this new contract year, 3.02 percent have NASSCO PACP O&M Grade 4 and 5 defects. In addition, 58.39 percent of the inspected pipes have been recorded to have Grade 3 or lower defects.

Figure 5a. CCTV Inspection Results CURR August 2015 – June 30, 2016 (Structural). (Chart represents 31.31% of system).

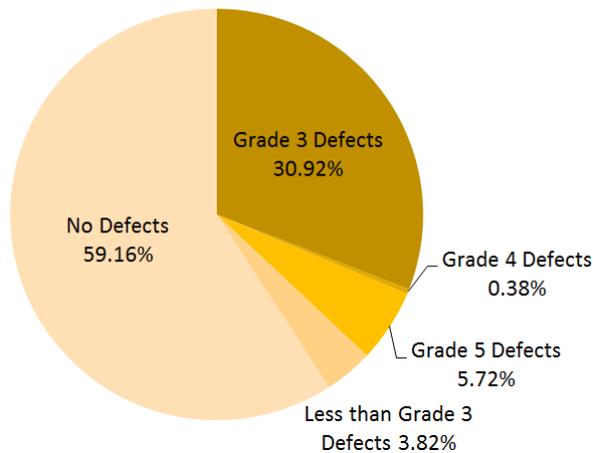
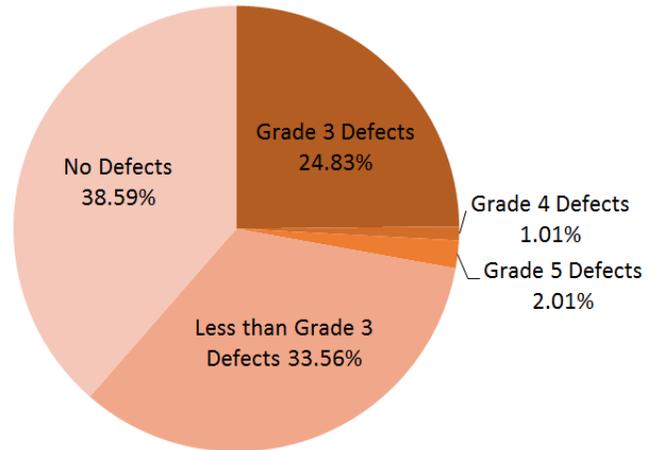


Figure 5b. CCTV Inspection Results CURR August 2015 – June 30, 2016 (O&M). (Chart represents 31.31% of system).



The current contract year focused CCTV operations on Branch 5 of the system, which had the largest number of prior SSO locations. As a result, West Bay encountered more pipes in the system having NASSCO PACP Structural Grade 5 defects compared to the previous year as shown in Table 4 and 6. West Bay also performed CCTV operations for Branches 3, 6, and pipes in Branch 2 of the system that have not been CCTV'd. The CCTV results, combined with West Bay's field follow up notes, have been used to develop the Capital Improvement Program to address the most critical pipes with Grade 4 and 5 structural issues.

The O&M CCTV results are summarized in Tables 5 and 7. In the previous contract year, West Bay prioritized video inspection in lines with known issues (based on existing maintenance records and Town's understanding of the system) and those lines with incomplete videos. As a result of this approach, more pipes with the worst NASSCO PACP O&M Grade (4 or 5) results were encountered by West Bay in the previous year compared to the current contract year. However, the number of pipes with minor O&M defects has generally remained the same. The Town should continue to be aggressive with its sewer pipe cleaning and CCTV program to ensure that these pipe defects are well maintained so they do not get worst.

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

	Previous Contract Year (22.87% of System CCTV'd)	Current Contract Year (31.31% of System CCTV'd)
Grade 5	2.27%	5.72%
Grade 4	0.26%	0.38%
Grade 3 or Less	97.46% includes 64.89% with no defects	93.90% includes 59.16% 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

	Previous Contract Year (22.87% of System CCTV'd)	Current Contract Year (31.31% of System CCTV'd)
Grade 5	7.43%	2.01%
Grade 4	0.61%	1.01%
Grade 3 or Less	92% includes 30.86% with no defects	96.98% includes 38.59% 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

	Previous and Current Contract Year (54.18% of System CCTV'd)
Grade 5	4.33%
Grade 4	0.34%
Grade 3 or Less	95.32% (includes 61.46% with no defects)
Total	100% of CCTV'd Pipes

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

	Previous and Current Contract Year (54.18% of System CCTV'd)
Grade 5	4.53%
Grade 4	0.92%
Grade 3 or Less	94.55% (includes 30.87% with no defects)
Total	100% of CCTV'd Pipes

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

Figure 6. West Bay CCTV Progress



During this month, routine maintenance was conducted at Purissima and O’Keefe pump stations. There were no issues observed during West Bay’s weekly inspections.

SSO Review

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

Over the past 5 years, the predominant cause of SSOs has been roots. However, as indicated by the reduced number of SSOs in 2015, the use of chemical root control, combined with improved sewer maintenance methods in place by West Bay, have reduced root-related issues within the Town’s sewer system.

Table 8. SSOs to June 30 2016, by Cause

Cause of SSOs	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

There were no meetings held during this reporting month.

c. Computerized Maintenance Management System (CMMS) Updates

During the reporting month, routine input of cleaning and CCTV inspection progress to date was added to the CMMS.

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

West Bay has stated that they are updating the Town's GIS mapping maintenance system on a regular basis. The most recent GIS update received by VWHA/the Town was dated February 2, 2016.

e. Maintenance Planning

West Bay has continued to implement the agreed maintenance plan from previous discussions with the Town and VWHA.

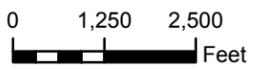
f. Other

Table 9 provides updates and progress on 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

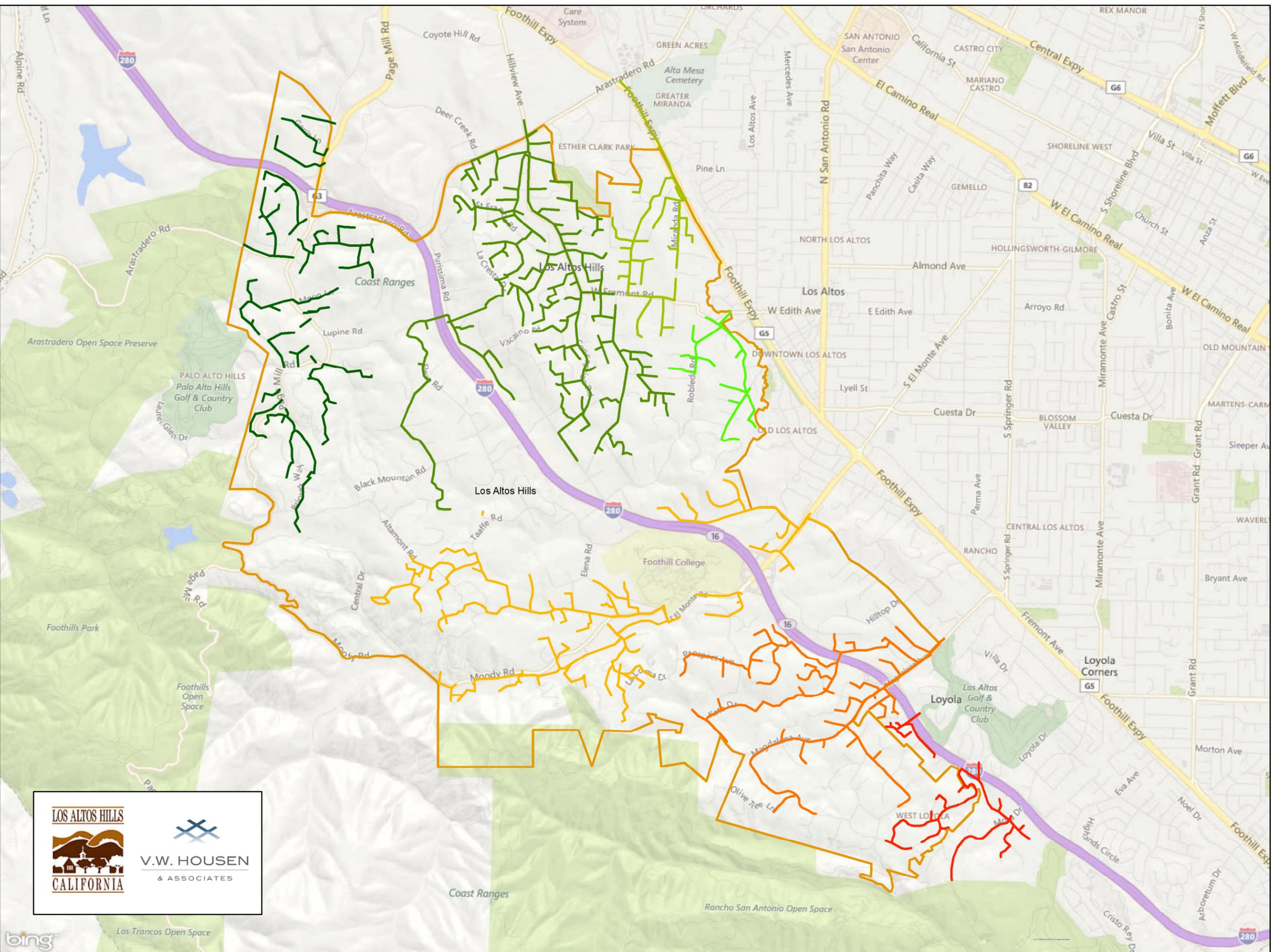
Staff Support Activities	Progress and Comments	Future Milestones	Date Scheduled	Date Completed
	<ul style="list-style-type: none"> SSMP update was completed and adopted by Council. No formal actions, other than the SSMP audit to be completed every two years, will be required for the next five years. 	<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 Branch 2 of the system. 	<ul style="list-style-type: none"> Complete Year 2 Contract 	<ul style="list-style-type: none"> July 31, 2016 	<ul style="list-style-type: none"> In Progress
2015-16 Hot Spot program	<ul style="list-style-type: none"> West Bay has added pipes to the High Frequency (hot spot) list on an ongoing basis following their matrix, to address pipes that have maintenance issues including pipes where an SSO has occurred. 	<ul style="list-style-type: none"> Upload all High Frequency Schedule in Lucity 	<ul style="list-style-type: none"> July 31, 2016 	<ul style="list-style-type: none"> In Progress
Sanitary Sewer Master Plan	<ul style="list-style-type: none"> West Bay has collected MH data this month and will continue this work over the next several months. Master Plan development will follow data collection. V&A has completed collecting rainfall data. VWHA is analyzing the collected data and will prepare a summary, including an evaluation of dry weather flow allocation per connected parcel. Draft report is anticipated to be completed in July 2016, with a final report in August 2016. 	<ul style="list-style-type: none"> Master Plan RFP Average Flow Calculation Draft Report 	<ul style="list-style-type: none"> September 2016 August 2016 for FM Report. Other activities are ongoing. 	<ul style="list-style-type: none"> In Progress 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

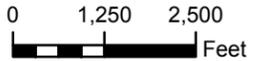


LOS ALTOS HILLS
CALIFORNIA

V.W. HOUSEN
& ASSOCIATES



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

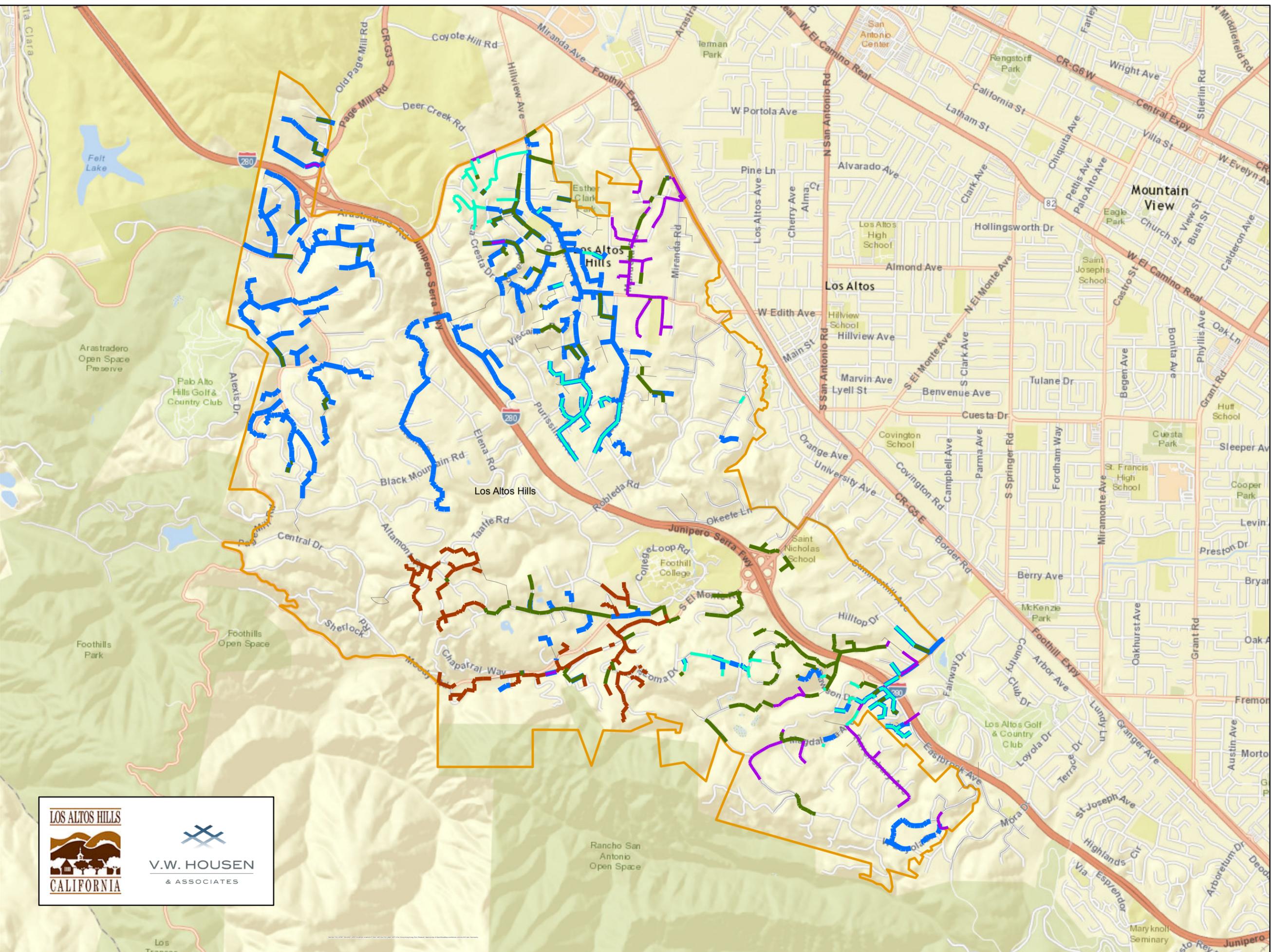


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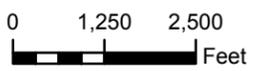
-  Prev Yr (Aug14 - Jul15)
-  Qtr 1 (Aug15-Oct15)
-  Qtr 2 (Nov15 - Jan16)
-  Qtr 3 (Feb16 - Apr16)
-  Qtr 4 (May16 - Jun16)
-  Sewer Pipeline
-  LAH Boundary

LOS ALTOS HILLS
 CALIFORNIA

V.W. HOUSEN
 & ASSOCIATES



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

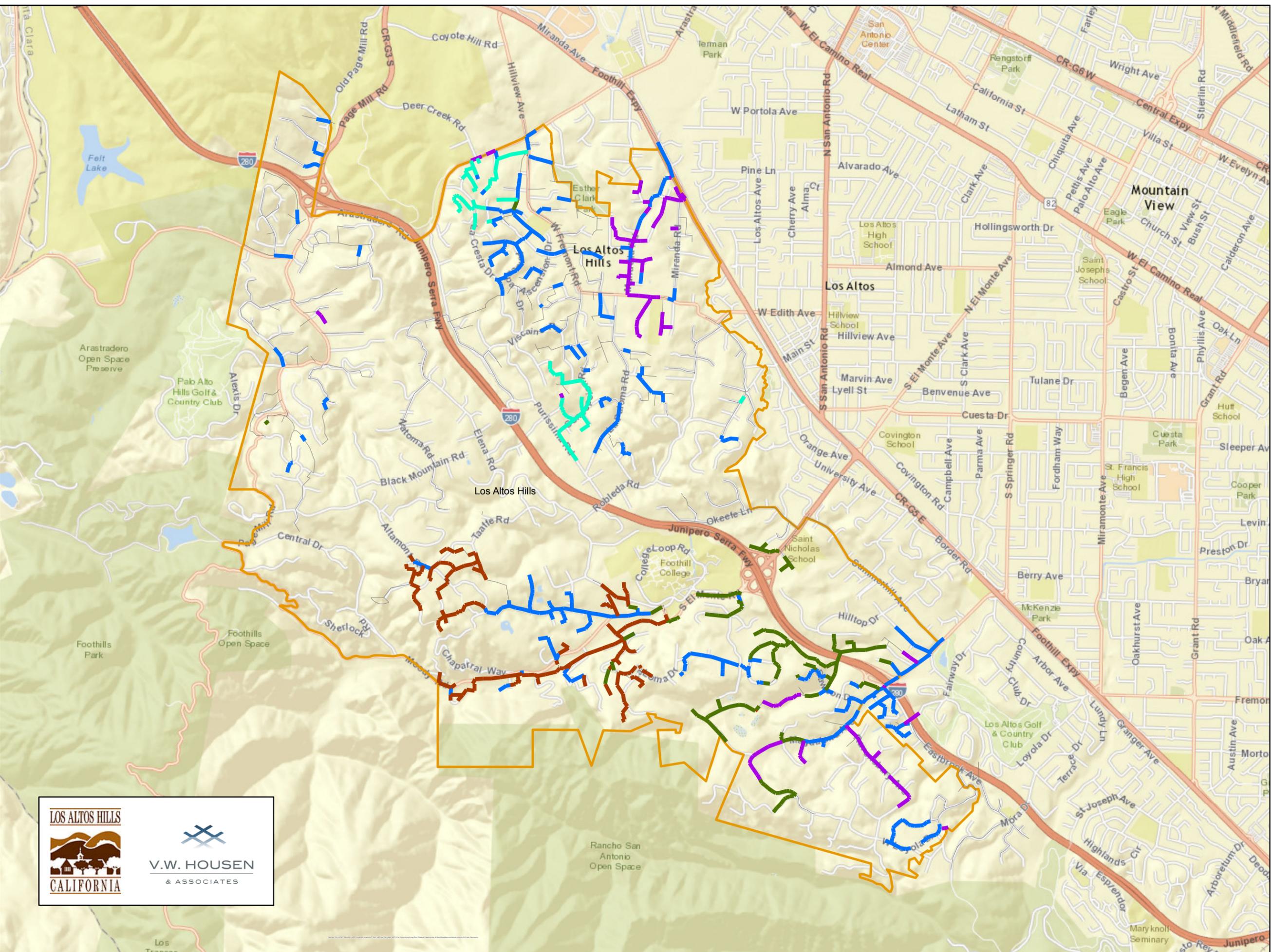


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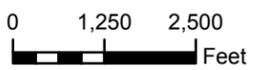
- Prev Yr (Aug14 - Jul15)
- Qtr 1 (Aug15 - Oct15)
- Qtr 2 (Nov15 - Jan16)
- Qtr 3 (Feb16 - Apr16)
- Qtr 4 (May16 - Jun16)
- Sewer Pipeline
- LAH Boundary

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 & ASSOCIATES



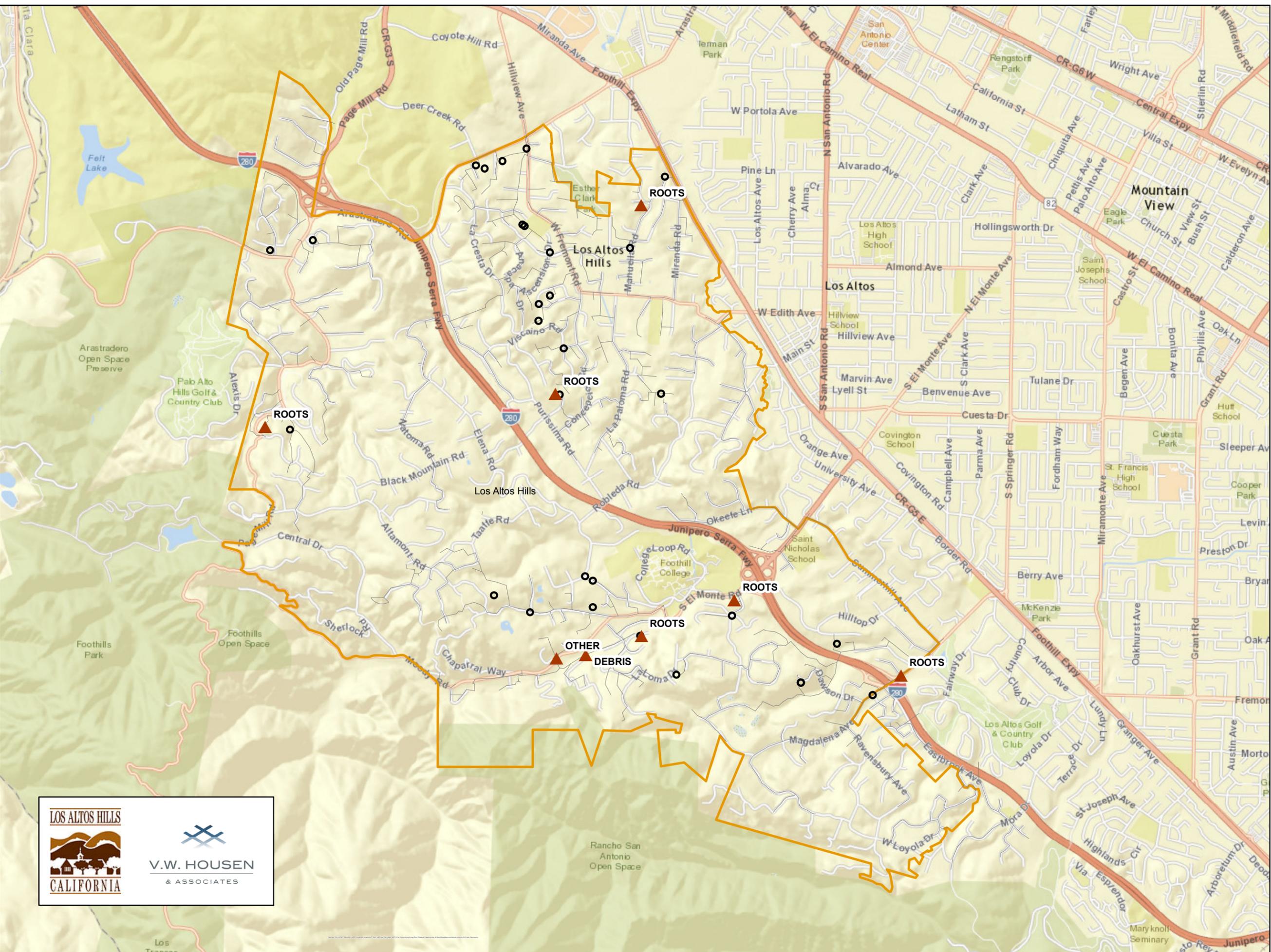
Town of Los Altos Hills Sanitary Sewer Collection System Map SSOs from 2013 - June 2016



Legend

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





Los Altos Hills Maintenance July 2016

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. No unscheduled Repairs were needed. O'Keefe Court Station: The weekly inspections, ATS and Generator testing were performed. Items to be addressed: Guide Rails should be changed out to Stainless Steel per industry standard and for reliable use from the current rusted galvanized rails and Replace Pump Number 2's lifting handle. (See Tab 1.)	\$1,720	12	\$20,640.00	1	\$1,720.00	\$20,640.00	12	-	\$0.00
Bid Item No. 2. Cleaning and Flushing in Right of Way	Work Performed: Cleaned 3,388 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.)	\$1.05	99,000	\$103,950.00	3,388	\$3,557.40	\$87,784.20	83,604	15,396	\$16,165.80
Bid Item No. 3. Cleaning and Flushing in Easements	Work Performed: Cleaned 3,116 feet of pipelines in easements. Results were noted in the CMMS. Recommendation: Continue to clean ahead of the CCTV unit. (See Tab 3.)	\$1.45	36,000	\$52,200.00	3,116	\$4,518.20	\$76,929.75	53,055	(17,055)	(\$24,729.75)
Bid Item No. 4. CCTV Inspection within Right of Way	Work Performed: CCTV inspected 2608 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 Pipe Patches and 1 Open Trench Repairs. A rope and other debris were found in BMH1034-BMH1042. A West Bay Crew will be scheduled to remove obstruction and re-CCTV by August 2016. (See Tab 4.)	\$1.44	68,000	\$97,920.00	2,608	\$3,755.52	\$78,189.12	54,298	13,702	\$19,730.88
Bid Item No. 5. CCTV Inspection within Easements	Work Performed: CCTV inspected 2,765 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 2 Open Trench Repairs and monitor an Offset Joint at 96 feet between BMH1050 and BMH1031. (See Tab 5.)	\$1.85	25,000	\$46,250.00	2,765	\$5,115.25	\$72,899.25	39,405	(14,405)	(\$26,649.25)
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 within right of way.	\$1,500	6	\$9,000.00	-	\$0.00	\$6,000.00	4	2	\$3,000.00
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 within an easement.	\$1,680	6	\$10,080.00	-	\$0.00	\$1,680.00	1	5	\$8,400.00
Bid Item No. 8. GIS Mapping Maintenance and Updates (By the Hour)	No Hours were spent updating the GIS Mapping and Maintenance Data Updates.	\$129	120	\$15,480.00	-	\$0.00	\$6,450.00	50	70	\$9,030.00
Bid Item No. 9. Monthly Management Reports	Developed the monthly summary report and follow up work for the Town.	\$361	12	\$4,332.00	1	\$361.00	\$4,332.00	12	-	\$0.00
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.	\$319	6	\$1,914.00	-	\$0.00	\$319.00	1	5	\$1,595.00
			Total	\$361,766.00		\$19,027.37	\$355,223.32			\$6,542.68







NOTICE TO CEASE AND DESIST

9/30/16

Wa Li
12661 Robleda Road
Los Altos Hills, CA 94022

Wa Li or Property Manager,

All business activities at 12661 Robleda Road are to cease and desist immediately. The use of this residence as a rental facility for weddings, parties, and corporate events is not allowed and does not conform to the Town's home occupation standards. Section 10-1.702 (a) of the Los Altos Hills Municipal Code states "home occupations shall be permitted where the use is entirely subordinate to the primary use of the premises for the home of a family. There shall be no retail sales on the premises, no advertising of any kind visible from off the premises, no evidence from off the premises of the business, no parking more than normally required for a residence, and not over one assistant outside the family unit shall be employed."

The Town of Los Altos Hills continues to receive complaints of 12661 Robleda Road being unlawfully used as an event rental facility despite multiple notices issued by Town staff. Our investigation has confirmed the residence is being advertised for weddings, parties, corporate delegation meetings, and much more on peerspace.com and most recently on www.theknot.com for a wedding which occurred on September 24, 2016 on the property. These events generate additional disturbances such as loud music, noise, and parking violations. The illegal use of your property at 12661 Robleda Road must cease and desist immediately.

Failure to comply with this notice will result in legal action including administrative citations, code enforcement staff charges, and a lien on the property. In addition, the Town may proceed with the nuisance abatement procedures at additional cost to the property owner.

Please contact me directly at (650) 947-2505 or by e-mail at rsweet@losaltoshills.ca.gov .

Randy Sweet
Code Enforcement Officer

Enclosures: Notice of Code Violation – 8/24/16
Notice of Building Code Violation – 9/2/16
www.peerspace.com ad
www.theknot.com ad

SUBDIVISION ORDINANCE UPDATE TENTATIVE TIMELINE

Research Subdivision Ordinances in Surrounding Jurisdictions	Prepare Initial Draft of Suggested Revisions to the Code	Staff review of Initial Draft and Comment Period	Prepare Revised Draft of Ordinance Revisions	Planning Commission Hearings on the Draft Ordinance	City Council Hearings	Second Reading
September 2016 to October 2016	November 2016	December 2016	January 2017	February and March 2017	April and May 2017	June 2017



Santa Clara County Office of the Sheriff
Weekly Activity Summary
9/19/2016 – 9/25/2016
LOS ALTOS HILLS



PATROL ACTIVITY SUMMARY			
DATE	BEAT	ACTIVITY	COMMENTS
9/19	L1	Non-Injury Collision	Occurred at 4:36 PM at El Monte Road and Okeefe Lane.
9/20	L4	Identity Theft	On 8/4, the victim received notification indicating unknown suspect(s) used the victim's personal information to obtain a credit line at an out-of-state horse racing track for an unknown total loss. The victim lives in Los Altos Hills.
9/22	L5	Mail Theft	At 11:11 AM, deputies responded to a found property call in the 11000 block of Magdalena Road and recovered two boxes full of mail and merchandise, some that had been opened. The suspect(s) are unknown and at large.
9/25	L1	Injury Collision	Occurred at 12:16 PM at Robleda Road and Chapin Road.

DATE/TIME	BEAT	EVENT NUMBER	EVENT TYPE	LOCATION	INFORMATION
DISTURBANCES					
9/24/2016 18:16	L3	16-268-0346	415	PAGE MILL RD @ ARASTRADERO RD	INVESTIGATED
9/23/2016 4:12	L1	16-267-0045	415E	W FREMONT RD @ TEMPLETON PL	INVESTIGATED
9/24/2016 22:56	L1	16-268-0458	415P	ROBLEDA RD @ DORI LN	INVESTIGATED
BURGLARIES					
9/20/2016 11:34	L1	16-264-0203	459	QUARRY RD @ ARBORETUM RD	INVESTIGATED

THEFTS

9/22/2016 11:26	L3	16-266-0176	484	LIDDICOAT CL @ YALE CT	INVESTIGATED
9/23/2016 11:46	L3	16-267-0155	484	LIDDICOAT CL @ YALE CT	INVESTIGATED
9/20/2016 9:21	L4	16-264-0131	530.5	CENTRAL DR @ PAGE MILL RD	INVESTIGATED

MALICIOUS MISCHIEF

9/19/2016 11:57	L5	16-263-0211	594	RAVENSBURY AV @ ENCINAL CT	INVESTIGATED
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**OBSCENE/HARASSING
PHONE CALLS**

9/23/2016 20:13	L1	16-267-0365	653M	DIANNE DR @ LA RENA LN	INVESTIGATED
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**REPORT OF
CONDITIONS**

9/19/2016 17:56	L5	16-263-0395	952	STONEBROOK DR @ EL MONTE RD (LH)	INVESTIGATED
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PHONE THE OFFICE

9/19/2016 12:37	L1	16-263-0239	1021	71L1	COMPLETE
9/20/2016 0:12	L1	16-264-0002	1021	81L1	COMPLETE
9/20/2016 0:41	L1	16-264-0009	1021	81L1	COMPLETE
9/23/2016 10:12	L1	16-267-0125	1021	71L1	COMPLETE
9/23/2016 22:26	L1	16-267-0410	1021	81L1	COMPLETE

ALARM CALLS

9/19/2016 9:58	L1	16-263-0148	1033A	ORTEGA DR @ ST FRANCIS DR	FALSE ALARM
9/19/2016 19:49	L6	16-263-0438	1033A	BERKSHIRE DR @ ELOISE CL	FALSE ALARM
9/20/2016 13:45	L3	16-264-0270	1033A	HARVARD CT @ LIDDICOAT CL	FALSE ALARM
9/20/2016 18:59	L4	16-264-0413	1033A	ZAPPETTINI CT @ ALTAMONT RD	FALSE ALARM
9/21/2016 16:38	L2	16-265-0340	1033A	HILLVIEW RD @ MAGDALENA RD	FALSE ALARM

9/21/2016 17:30	L2	16-265-0376	1033A	HILLVIEW RD @ MAGDALENA RD	FALSE ALARM
9/22/2016 11:09	L4	16-266-0162	1033A	MOODY SPRINGS CT @ MOODY RD	FALSE ALARM
9/22/2016 12:20	L4	16-266-0209	1033A	MOODY SPRINGS CT @ MOODY RD	FALSE ALARM
9/22/2016 12:24	L5	16-266-0212	1033A	FERNHILL DR @ LOMITA LINDA CT	FALSE ALARM
9/22/2016 17:48	L1	16-266-0355	1033A	NEW BRIDGE DR @ LA PALOMA RD	FALSE ALARM
9/23/2016 13:28	L3	16-267-0197	1033A	TRIPOLI CT @ NATOMA RD	FALSE ALARM
9/23/2016 20:27	L3	16-267-0372	1033A	CHRISTOPHERS LN @ PAGE MILL RD	FALSE ALARM
9/24/2016 18:07	L1	16-268-0344	1033A	ROBLEDA CT @ ROBLEDA RD	FALSE ALARM
9/24/2016 20:20	L5	16-268-0390	1033A	CAMINO HERMOSO @ WINTON WY	FALSE ALARM
9/25/2016 11:37	L5	16-269-0140	1033A	FINN LN @ PROSPECT AV	FALSE ALARM

SUSPICIOUS PERSONS

9/24/2016 12:16	L5	16-268-0197	1066	OAK KNOLL CL @ STONEBROOK DR	INVESTIGATED
9/19/2016 9:27	L5	16-263-0130	1066	STONEBROOK DR @ EL MONTE RD	INVESTIGATED

ANIMAL COMPLAINT

9/20/2016 18:00	L1	16-264-0396	1091	VISCAINO RD @ CAMINO MEDIO LN	INVESTIGATED
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TRAFFIC HAZARDS

9/19/2016 8:38	L1	16-263-0112	1125	TODD LN @ LA PALOMA RD	INVESTIGATED
9/19/2016 17:58	L5	16-263-0396	1125	EL MONTE RD @ STONEBROOK DR	INVESTIGATED
9/21/2016 15:55	L2	16-265-0310	1125	MAGDALENA RD @ I-280	INVESTIGATED
9/24/2016 12:23	L1	16-268-0201	1125	DORI LN @ ROBLEDA RD	INVESTIGATED
9/24/2016 15:50	L1	16-268-0302	1125	ROBLEDA RD @ DORI LN	INVESTIGATED
9/25/2016 13:31	L3	16-269-0190	1125	I-280 @ PAGE MILL RD	TRANSFER TO CHP

SUSPICIOUS VEHICLES

9/21/2016 10:44	L3	16-265-0143	1154	PAGE MILL RD @ ALEXIS DR	INVESTIGATED
9/22/2016 2:17	L3	16-266-0026	1154	PAGE MILL RD @ ARASTRADERO RD	CITATION ISSUED
9/22/2016 20:40	L3	16-266-0436	1154	OLD PAGE MILL RD @ PAGE MILL RD	INVESTIGATED
9/23/2016 2:05	L3	16-267-0029	1154	PAGE MILL RD @ ARASTRADERO RD	CITATION ISSUED
9/19/2016 2:35	L3	16-263-0030	1154OC	PAGE MILL RD @ ARASTRADERO RD	INVESTIGATED
9/20/2016 2:34	L3	16-264-0033	1154OC	PAGE MILL RD @ ARASTRADERO RD	CITATION ISSUED
9/24/2016 2:54	L3	16-268-0049	1154OC	PAGE MILL RD @ ARASTRADERO RD	CITATION ISSUED
9/25/2016 4:37	L3	16-269-0061	1154OC	ARASTRADERO RD @ PAGE MILL RD	CITATION ISSUED

TRAFFIC COLLISIONS

9/19/2016 13:56	L2	16-263-0284	1180	I-280 @ MAGDALENA RD	TRANSFER TO CHP
9/25/2016 12:16	L1	16-269-0159	1181	ROBLEDA RD @ CHAPIN RD	INVESTIGATED
9/19/2016 16:36	L1	16-263-0359	1182	EL MONTE RD @ OKEEFE LN	INVESTIGATED

TRAFFIC CONTROL

9/21/2016 9:27	L4	16-265-0098	1184	MOODY RD @ ELENA RD	COMPLETE
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VEHICLE STOPS

9/19/2016 5:07	L2	16-263-0053	1195	I-280 @ MAGDALENA RD	CITATION ISSUED
9/19/2016 5:24	L1	16-263-0054	1195	I-280 @ EL MONTE RD	CITATION ISSUED
9/19/2016 14:34	L3	16-263-0301	1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
9/19/2016 14:44	L3	16-263-0304	1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
9/20/2016 9:28	L4	16-264-0137	1195	EL MONTE RD @ MOODY RD	CITATION ISSUED
9/20/2016 9:59	L1	16-264-0160	1195	PURISSIMA RD @ VISCAINO RD	CITATION ISSUED
9/20/2016 10:16	L4	16-264-0168	1195	ELENA RD @ MOODY RD	CITATION ISSUED
9/20/2016 10:44	L1	16-264-0179	1195	ARASTRADERO RD @ PURISSIMA RD	CITATION ISSUED

9/20/2016 11:24	L2	16-264-0196	1195	EL MONTE RD @ SUMMERHILL AV	CITATION ISSUED
9/20/2016 13:28	L4	16-264-0258	1195	MOODY RD @ ELENA RD	CITATION ISSUED
9/20/2016 16:04	L1	16-264-0345	1195	I-280 @ EL MONTE RD	CITATION ISSUED
9/21/2016 6:30	L3	16-265-0043	1195	I-280 @ PAGE MILL RD	CITATION ISSUED
9/21/2016 7:27	L1	16-265-0056	1195	ARASTRADERO RD @ PURISSIMA RD	CITATION ISSUED
9/21/2016 10:25	L1	16-265-0132	1195	W FREMONT RD @ W EDITH AV	CITATION ISSUED
9/21/2016 15:14	L1	16-265-0286	1195	ARASTRADERO RD @ PURISSIMA RD	WARNING ISSUED
9/21/2016 16:07	L3	16-265-0320	1195	VINEDO LN @ ELENA RD	CITATION ISSUED
9/21/2016 17:20	L4	16-265-0368	1195	ELENA RD @ MOODY RD	CITATION ISSUED
9/21/2016 18:20	L1	16-265-0397	1195	EL MONTE RD @ VOORHEES DR	CITATION ISSUED
9/22/2016 6:33	L2	16-266-0055	1195	I-280 @ MAGDALENA RD	CITATION ISSUED
9/22/2016 13:11	L1	16-266-0231	1195	ROBLEDA RD @ ALTA TIERRA RD	WARNING ISSUED
9/22/2016 17:04	L4	16-266-0340	1195	ELENA RD @ MOODY RD	CITATION ISSUED
9/22/2016 17:28	L4	16-266-0346	1195	ELENA RD @ MOODY RD	WARNING ISSUED
9/22/2016 17:34	L3	16-266-0352	1195	JOSEFA LN @ ELENA RD	CITATION ISSUED
9/22/2016 17:48	L3	16-266-0356	1195	TAAFFE RD @ ELENA RD	CITATION ISSUED
9/22/2016 17:49	L4	16-266-0358	1195	ELENA RD @ MOODY RD	CITATION ISSUED
9/22/2016 18:02	L3	16-266-0363	1195	ELENA RD @ JOSEFA LN	CITATION ISSUED
9/22/2016 18:12	L3	16-266-0369	1195	ELENA RD @ ROBLEDA RD	CITATION ISSUED
9/22/2016 18:34	L2	16-266-0378	1195	I-280 @ MAGDALENA RD	CITATION ISSUED
9/23/2016 8:21	L4	16-267-0090	1195	MOODY RD @ TEPA WY	CITATION ISSUED
9/23/2016 8:37	L4	16-267-0099	1195	ALTAMONT RD @ MOODY RD	CITATION ISSUED
9/23/2016 13:46	L3	16-267-0205	1195	ARASTRADERO RD @ STIRRUP WY	CITATION ISSUED
9/23/2016 14:01	L2	16-267-0211	1195	EL MONTE RD @ SUMMERHILL AV	CITATION ISSUED
9/24/2016 12:02	L5	16-268-0190	1195	RAVENSBURY AV @ MAGDALENA AV	CITATION ISSUED
9/24/2016 21:26	L2	16-268-0408	1195	S EL MONTE AV @ SUMMERHILL AV	WARNING ISSUED
9/24/2016 21:35	L2	16-268-0411	1195	S EL MONTE AV @ SUMMERHILL AV	WARNING ISSUED
9/24/2016 22:09	L1	16-268-0433	1195	EL MONTE RD @ I-280	CITATION ISSUED

9/25/2016 7:18	L3	16-269-0077	1195	STIRRUP WY @ SADDLE MOUNTAIN DR	CITATION ISSUED
9/25/2016 22:00	L1	16-269-0384	1195	EL MONTE RD @ I-280	WARNING ISSUED
9/25/2016 22:11	L2	16-269-0387	1195	S EL MONTE AV @ SUMMERHILL AV	CITATION ISSUED

PARKING VIOLATION

9/21/2016 10:32	L4	16-265-0139	22500	FRANCEMONT DR @ MOODY RD	INVESTIGATED
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RECKLESS DRIVING

9/19/2016 18:29	L5	16-263-0408	23103	EL MONTE RD @ STONEBROOK DR	INVESTIGATED
9/20/2016 6:31	L1	16-264-0058	23103	ST FRANCIS DR @ ORTEGA DR	INVESTIGATED
9/21/2016 6:16	L1	16-265-0040	23103	ST FRANCIS DR @ ORTEGA DR	INVESTIGATED
9/24/2016 1:46	L1	16-268-0031	23103	I-280 @ EL MONTE RD	INVESTIGATED

9-1-1

ABANDONED CALLS

9/21/2016 15:48	L2	16-265-0303	911ABN	DAWNRIDGE DR @ MAGDALENA RD	INVESTIGATED
9/24/2016 15:12	L3	16-268-0283	911ABN	SADDLE MOUNTAIN DR @ SADDLE CT	INVESTIGATED
9/19/2016 10:04	L4	16-263-0150	911CEL	LA LOMA DR @ SUMMIT WOOD RD	INVESTIGATED
9/19/2016 17:03	L1	16-263-0373	911CEL	LA PALOMA RD @ TODD LN	INVESTIGATED
9/19/2016 17:44	L1	16-263-0387	911CEL	LA PALOMA RD @ TODD LN	INVESTIGATED
9/22/2016 16:23	L1	16-266-0319	911CEL	ROBLEDA CT @ ROBLEDA RD	INVESTIGATED
9/22/2016 18:52	L3	16-266-0385	911CEL	I-280 @ PAGE MILL RD	INVESTIGATED
9/23/2016 17:43	L3	16-267-0297	911CEL	EL MONTE RD @ STONEBROOK DR	INVESTIGATED
9/25/2016 16:39	L3	16-269-0260	911CEL	TAAFFE RD @ VISTA DEL VALLE CT	INVESTIGATED
9/19/2016 11:34	L1	16-263-0200	911UNK	PURISSIMA RD @ CONCEPCION RD	INVESTIGATED
9/23/2016 18:18	L3	16-267-0314	911UNK	LUCERO LN @ NATOMA RD	INVESTIGATED

**PUBLIC SAFETY
ASSISTANCE**

9/21/2016 7:52	L3	16-265-0063	AID	THREE FORKS LN @ NORTH FORK LN	COMPLETE
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9/22/2016 18:59	L3	16-266-0390	AID	PAGE MILL RD @ I-280	COMPLETE
CITIZEN FLAG-DOWN					
9/21/2016 9:59	L4	16-265-0118	FD	ALTAMONT RD @ BLACK MOUNTAIN RD	COMPLETE
INFORMATION ONLY					
9/21/2016 9:56	L1	16-265-0116	BTINFO	I-280 @ EL MONTE RD	INFORMATION GIVEN
9/24/2016 7:52	L1	16-268-0082	BTINFO	BURKE RD @ CHAPIN RD	INFORMATION GIVEN
9/19/2016 12:15	L1	16-263-0222	INFO	I-280 @ EL MONTE RD	INFORMATION GIVEN
9/19/2016 13:57	L2	16-263-0285	INFO	I-280 @ MAGDALENA RD	INFORMATION GIVEN
9/19/2016 13:57	L2	16-263-0286	INFO	I-280 @ MAGDALENA RD	INFORMATION GIVEN
9/19/2016 14:48	L1	16-263-0309	INFO	I-280 @ EL MONTE RD	INFORMATION GIVEN
9/19/2016 14:58	L3	16-263-0315	INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
9/19/2016 15:59	L3	16-263-0343	INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
9/19/2016 16:28	L3	16-263-0355	INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
9/20/2016 6:53	L2	16-264-0063	INFO	EL MONTE RD @ SUMMERHILL AV	INFORMATION GIVEN
9/20/2016 23:21	L1	16-264-0519	INFO	MANUELLA RD @ ESTACADA DR	INFORMATION GIVEN
9/21/2016 14:12	L1	16-265-0262	INFO	ORTEGA DR @ ST FRANCIS DR	INFORMATION GIVEN
9/22/2016 18:53	L3	16-266-0386	INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
9/23/2016 13:16	L3	16-267-0191	INFO	I-280 @ PAGE MILL RD	INFORMATION GIVEN
9/23/2016 22:12	L3	16-267-0401	INFO	VIA VENTANA @ BRIONES WY	INFORMATION GIVEN
9/24/2016 5:12	L3	16-268-0061	INFO	YALE CT @ LIDDICOAT CL	INFORMATION GIVEN
9/24/2016 11:22	L4	16-268-0175	INFO	PAGE MILL RD @ CENTRAL DR	INFORMATION GIVEN
9/24/2016 23:46	L1	16-268-0474	INFO	I-280 @ EL MONTE RD	INFORMATION GIVEN
9/25/2016 11:18	L3	16-269-0133	INFO	EL MONTE RD @ STONEBROOK DR	INFORMATION GIVEN
9/25/2016 18:46	L3	16-269-0298	INFO	GREEN HILLS CT @ ELENA RD	INFORMATION GIVEN

PATROL CHECKS

9/20/2016 8:58	L4	16-264-0115	PATCK	MOODY RD @ MOODY CT	COMPLETE
9/21/2016 23:54	L3	16-265-0511	PATCK	PAGE MILL RD @ I-280	COMPLETE
9/25/2016 15:18	L3	16-269-0226	PATCK	FOOTHILL LN @ ELENA RD	COMPLETE
9/22/2016 10:42	L4	16-266-0146	PATCK	PAGE MILL RD @ MOODY RD	COMPLETE

**SUSPICIOUS
CIRCUMSTANCES**

9/19/2016 8:19	L3	16-263-0097	SUSCIR	OLD PAGE MILL RD @ OLD PAGE MILL LN	INVESTIGATED
9/20/2016 11:56	L6	16-264-0213	SUSCIR	W LOYOLA DR @ BERKSHIRE DR	INVESTIGATED
9/21/2016 13:57	L1	16-265-0254	SUSCIR	NORMANDY LN @ O KEEFE LN	INVESTIGATED
9/23/2016 8:20	L3	16-267-0089	SUSCIR	STIRRUP WY @ SADDLE MOUNTAIN DR	INVESTIGATED
9/23/2016 13:40	L1	16-267-0204	SUSCIR	TEMPLETON PL @ W FREMONT RD	INVESTIGATED
9/24/2016 23:35	L3	16-268-0472	SUSCIR	FOOTHILL LN @ ELENA RD	INVESTIGATED