



Town Manager's Report for October 10 - 14, 2016

Items to report on from last week include the following:

Planning/ Building/ Engineering Update:

The City **Engineer's Report** is attached. Items in **red text** show updates in status from the prior report. Acterra Stewardship Program is now Grassroots Ecology! Acterra is overseeing the restoration activities in Town Open Space Preserves and especially Byrne Preserve. Their 2016 summer quarterly report for restoration work in LAH is attached.

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

- Two additions and a pool for property at **34632 Olive Tree Lane**. One neighbor was in attendance and was supportive of the project.

The following project was approved at the October 11 Fast Track hearing:

- Two new accessory buildings and a pool for property at **12852 Normandy Lane**. An existing tennis court will be removed as part of the project. No neighbors were in attendance.

The Planning Commission will hold a public hearing for the **Master Path Map update** at a special meeting on October 26. A Town-wide notice was sent earlier this week.

Two local building professionals took the time to comment on staff's efforts to expedite their client's projects ahead of the October 15th grading moratorium (see attached comments).

Public Safety Update:

The **Sheriff's** weekly report is attached. The shooter situation at Stonebrook and Oak Knoll Circle is pretty much over with streets reopened and persons involved identified. The Sheriff's investigation will continue into the evening.

Administrative Services Update:

Post-audit fieldwork is when the Administrative Services Department and the Town's auditors, Maze & Associates, coordinate to wrap up the audit and prepare for the first draft of the 2015-16 financials. The information from the draft financial is used to complete the other parts of the Comprehensive Annual Financial Report (**CAFR**). The Town's financial situation and audit findings will be presented to the Finance and Investment Committee on November 7, 2016 and to the City Council on December 15, 2016.

Trick or treat season is coming up and when Pak is not toiling over the audit and CAFR, she can be found sewing up her daughter Tianna's duckling costume (see attached)

Parks and Recreation Update:

The Town held a [Senior Resources and Facilities Forum](#) on Thursday, October 13 from 2:00-3:30pm, followed by an Ice Cream Social from 3:30-4:00pm. There were 32 attendees to hear about Los Altos Senior Center, Grant Park, Avenidas, Avenidas Village and Little House.

Attached is September 2016 monthly maintenance schedule for **Purissima Park**. Staff has scheduled a meeting on Tuesday, October 25th with Little League and Jensen prior for the November Turf Renovation. At this meeting they will also meet the Town's new Public Works Director, Allen Chen.

Staff circled back with the County of Santa Clara regarding the **Age-Friendly Surveys**. There was a total of 69 surveys collected from Los Altos Hills and 99 from Los Altos.

Tuesday, October 11th the first **After Having Chickens** course ran from 7:00-9:00pm. The next course will be held on Thursday, November 3rd. [Sign up](#) today!

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

Thanks.

Carl

Last Updated on 10/14/2016

| Tasks | <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> |
| 3 | Robleda Road Pathway (Fremont to Beatrice) (Project #4) | <p>(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.</p> |
| | | |

Last Updated on 10/14/2016

| Tasks | <u>Project Name</u> | <u>Latest Status</u> |
|--------------|-----------------------------------|--|
| 4 | Sewer Operations | <p>(6-3-16) The Town's Sanitary Sewer Management Plan has been posted on the Town's website. The February 2016 status update of sewer activities is attached. (6-10-16) The April 2016 summary of O&M activities is attached. Root foaming has been completed. (6-23-16) Pipe patch work for 12 locations currently underway. (7-15-16) The March and April 2016 status update of sewer activities is attached. An update of the sewer system will be presented to Council at the July meeting. (7-22-16) Sewer system update was presented to Council at the July Council meeting. (7-29-16) The May 2016 summary of O&M activities is attached. (8-12-16) The May 2016 status update of sewer activities is attached. (8-26-16) The June 2016 summary of O&M activities is attached. (9-30-16) The June 2016 status update of sewer activities and the July 2016 summary of O&M activities are attached.</p> |
| 5 | 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> |
| 6 | Sanitary Sewer Master Plan Update | <p>(8-26-16) The Request for Proposal has been released and is also on the Town's website. Proposals are due 9-19-16. (9-9-16) Staff received some minor questions and requests. Response will be posted on Town website on 9/12. (9-16-16) Response to questions have been posted on the Town's website. (9-23-16) Staff received two proposals for the Sanitary Sewer Master Plan Update on 9/19. Staff will be reviewing, ranking, and determining whether interview is necessary prior to consultant selection. (10-7-16) Staff completed the review of proposals. Staff will recommend the City Council awarding a contract at the November meeting.</p> |

Last Updated on 10/14/2016

| Tasks | <u>Project Name</u> | <u>Latest Status</u> |
|--------------|--|--|
| 7 | 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> |
| 8 | VTA Bicycle Expenditure Plan applications | <p>(12-14-12) Staff to work on application to add Nicholson Path Extension and Fremont Road Bike path phase 2 to the Bicycle Expenditure Plan. Applications due 1-31-13. (2-1-13) Applications have been submitted and received by VTA. (3-22-13) Staff provided supplemental information to VTA regarding Hale Creek Path in an effort to secure additional points to qualify to be in the BEP. (4-3-13) All submitted projects were approved to be added to the new BEP. (4-11-13) Hale Creek path and Fremont Road Safe Route to School phase 2 are now on the BEP.</p> |

Last Updated on 10/14/2016

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

Last Updated on 10/14/2016

| <u>Tasks</u> | <u>Project Name</u> | <u>Latest Status</u> |
|---------------------|-------------------------------------|---|
| 11 | 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> |
| | | |

Last Updated on 10/14/2016

| Tasks | Project Name | Latest Status |
|-------|-----------------------------------|---|
| 12 | Open Space Stewardship | <p>(1-15-16) Draft grazing recommendation memo has been received from the consultant. Staff and committee reviewing. (1-28-16) Staff met with Open Space Committee and Acterra to get an update on activities and to discuss contract extension. Acterra to submit proposal to Town. (2-5-16) Acterra submitted a three year proposal for staff to review. (2-12-16) Open Space Committee also reviewing proposal and will provide recommendation. (3-11-16) Staff discussed schedule with members of the OSC. (3-25-16) OSC supports the proposal from Acterra and will be presenting the project to Council at the April meeting. (4-8-16) Council approved 2 month extension to Acterra's contract to align with the fiscal cycle. Contract renewal will be discussed with the budget. (4-14-16) Staff working with Acterra and Open Space Committee for proposed longer term contract. (4-22-16) Acterra 2 month extension has been executed. Proposed longer term contract will be discussed with the upcoming budget. (4-29-16) Open Space Committee and Acterra to present project for funding at the joint Council/FIC meeting on May 31. (5-13-16) Open Space Committee discussed Acterra's three year contract proposal for restoration activity and the committee is in support of the proposed contract. (5-20-16) Acterra's quarterly report for January to April 2016 is attached. (5-27-16) Acterra completed their second year of stewardship services. Acterra's final report for May 2015 to April 2016 is attached. (6-3-16) A three year restoration program and a one year maintenance and education service agreement will be presented to Council at their June meeting. (6-23-16) Contract with Acterra has been approved. Contract being executed. (7-22-16) Contract has been executed. Acterra progress report for the months of May and June is attached. (7-29-16) Mowing of O'Keeffe and Byrne Preserve for yellow star thistle was performed. (10-14-16) As of July 1, 2016 the Acterra Stewardship Program became Grassroots Ecology. Grassroots Ecology is a fiscally sponsored project of Acterra. Grassroots Ecology quarterly report for July to September 2016 is attached.</p> |
| 13 | Drainage improvement at Newbridge | <p>(8-28-15) Staff identified a drainage problem on Newbridge. Staff working on getting quotes to prepare a design. (9-4-15) Staff in process of meeting designers. (9-11-15) Designers working on proposals. (9-18-15) Staff received one proposal and still waiting for one more. (9-25-15) Staff received two proposals and is working on agreement for consultant. (10-9-15) Designer to provide schedule for design work. (10-23-15) Survey work completed, design underway. (10-30-15) Preliminary design scheduled to be submitted mid November for staff review. (11-5-15) Design in progress. (11-20-15) Staff to follow up on status of preliminary design submittal. (11-25-15) Staff received preliminary plans for review. (12-4-15) Staff received a revised preliminary design package and is in the process of reviewing the documents. (12-18-15) Comments on the design have been provided to the designer to incorporate. (1-22-16) Staff checking on possible utility conflict for proposed storm drain improvements. (2-5-16) Consultant working on finalizing the design and estimate. (2-12-16) Consultant submitted design and estimate for Town to review. Staff Reviewing. (2-19-16) Design is complete. Staff waiting for final hard and soft copies. (3-3-16) Project will be advertised at the same time as the 2016 Townwide pavement rehabilitation project. (4-29-16) Budget request for construction will be made for this project. (6-3-16) Project will be advertised on 6-8-16. (6-10-16) Project has been advertised. Bid opening scheduled for 6-30-16. (7-15-16) One bid was received and it was high. Staff will be requesting council to reject the one bid received at the July Council meeting. (7-22-16) Council approved the rejection of the bids. Staff will likely include with next years road rehabilitation project.</p> |

Last Updated on 10/14/2016

| Tasks | Project Name | <u>Latest Status</u> |
|--------------|----------------------------|--|
| 14 | 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. |
| 15 | 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. |

| Tasks | Project Name | Latest Status |
|-------|---|--|
| 16 | 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. (10-14-16) The onsite grading is completed.</p> |
| | | |

Last Updated on 10/14/2016

| Tasks | Project Name | Latest Status |
|-------|----------------------------------|--|
| 17 | VTA TAC Meetings | <p>(1-15-16) Staff attended the 1-14-16 TAC meeting and the Envision SV Ad-Hoc committee meeting. A new chair and vice chair was selected. Committee took action to approve allocation of \$250,000 to help fund the interim bicycle improvements on Page Mill/I-280 interchange. Ad-Hoc committee working on selection criteria for projects listed for Envision SV. (2-5-16) Staff attended the VTA Board meeting and the Board approved the \$250,000 to the County to help fund the interim bicycle improvements. (3-11-16) Staff attended the 3-10-16 TAC meeting. Committee received update on Envision Silicon Valley. VTA staff is developing categories for ESV to distribute an estimated \$6.5 Billion. (4-14-16) Staff attended the April TAC meeting. (4-14-16) TAC committee did not reach agreement on a formal recommendation of the Envision Silicon Valley policies to the Board. VTA staff will provide TAC comments to the Board at their April 22 workshop. (6-10-16) June TAC meeting was canceled. Next meeting is in July. (8-26-16) Staff met with VTA staff to discuss Countywide bicycle plan. VTA working on draft map for upcoming BPAC meeting. (10-14-16) Staff attended the 10-13-16 TAC meeting. Committee received update on Caltrans I-80 Smart Corridor project. Committee also received an update on the Countywide Bicycle Plan prioritization criteria.</p> |
| 18 | 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. (10-14-16) Acceptance of project will be presented to council at the November meeting.</p> |
| | | |

Last Updated on 10/14/2016

| Tasks | Project Name | Latest Status |
|-------|--|---|
| 19 | 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> |
| 20 | West Loyola/Mora Drive Pathway study | <p>(7-15-16) Staff collected speed data on West Loyola and Mora Drive and the results indicate speeds over the posted speed limit on both streets. Mora Drive has an 85th percentile of 10 mph over the posted speed limit and West Loyola has an 85th percentile of 6 mph over the posted speed limit. Staff also engaged a consultant to look into the feasibility of constructing a path on the two streets. (9-23-16) Staff reviewed the draft preliminary report and provided comments to the consultant to address. (10-14-16) Path Study has been completed.</p> |
| 21 | 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. (10-7-16) Staff reviewed the draft report and provided comments. Consultant is collecting additional traffic data this week. An updated report will be available once the data is retrieved and incorporated to the report. (10-14-16) Traffic Evaluation report is completed. Traffic consultant recommended adding a left turn pocket on both directions on Fremont Road at Pinewood School to improve the traffic flow during peak hours.</p> |



Grassroots Ecology Progress Report to the Town of Los Altos Hills

July-September 2016

The following report highlights activities and progress made by Grassroots Ecology at the Los Altos Hills Open Space Preserves for July – September 2016. A lot of exciting new changes took place this quarter including:

- As of July 1, 2016 the Acterra Stewardship Program became Grassroots Ecology a fiscally sponsored project of Acterra. For the near term, we will remain under the Acterra umbrella for Board oversight and our 501(c)(3) nonprofit status. Therefore, there is no need for any revisions to contracts or insurance paperwork at this time.
- This quarter marks the beginning of a three year capital improvement contract between Grassroots Ecology and the Town of Altos Hills to provide community engagement and habitat enhancement at three Los Altos Hills Open Space Preserves.
- This quarter marks the beginning of a three year grant contract with the Santa Clara Valley Water District (SCVWD) to engage community members in the restoration of the Moody Creek tributary that runs through Byrne Preserve.

Project Promotion and Outreach

- With the transition from Acterra Stewardship to Grassroots Ecology we have increased regular communication and outreach to our local communities. We now send out a weekly email to 3,000+ community members sharing all events for the upcoming week. This includes all LAH volunteer and educational events that are open to the general public. We are also sending out a monthly e-newsletter that showcases various themes, projects, and accomplishments across our sites. This e-newsletter will be a great opportunity to highlight restoration and community engagement at LAH Open Space Preserves to a greater audience.
- In addition to email correspondences we have increased our presence on social media with an emphasis on Facebook (@grassrootsecologypage) and Instagram (@grassrootsecology). We believe this will be a great platform to engage a younger audience and increase volunteer attendance at our project sites. We have already posted about Byrne Preserve and have received enthusiastic responses.



California Rose at Byrne Preserve

- We coordinated with Sarah Gualtieri to include Grassroots Ecology volunteer opportunities at Byrne Preserve in the Fall/Winter LAH activities guide.
- One of our summer college interns created a free standing bulletin board for us to display project updates and information at Byrne Preserve. We have been placing the board in a visible location when working at Byrne Preserve. This idea came about because we noticed an increase in interest in the restoration project from preserve visitors this spring and wanted to create an accessible space for information sharing.
- Byrne Preserve neighbors on Byrne Park Lane requested information and suggestions regarding invasive stinkwort. We provided resources to be shared amongst neighbors on how to manage the stinkwort on private property.
- We have coordinated with the following schools and groups to set up service learning projects at Byrne this upcoming year: Sacred Heart Prep, Nueva School, Girl Scouts, Bullis Charter School. We will continue to outreach to local schools and service groups as well as the LAH community about volunteer opportunities at LAH Open Space Preserves.



OSite Assessment and Planning

- As part of the SCVWD grant we will be conducting pre project monitoring of the Moody Creek tributary and surrounding upland area. Two forms of monitoring will take place, vegetation monitoring and geometric channel surveying.
- In July our summer college interns conducted a pilot portion of the channel surveying and the interns surveyed three cross sections of the Moody Creek tributary. This October we will build on the progress the interns made by surveying more cross sections as well as the longitudinal profile.
- Grassroots Ecology Ecologist Sara Witt is helping to design a vegetation monitoring plan that is site specific to Byrne Preserve and will include monitoring of 220,000 square feet of upland vegetation and 2,000 linear feet of creek side vegetation. Planning is already underway and the monitoring will take place over four days in October.



Grassroots Ecology summer interns practice surveying before collecting data in the field

- In addition to planning for the monitoring portion of the SCVWD grant, we have also been planning for the native revegetation that will take place this winter. We have identified the 250 linear feet along the tributary that will be seeded with native grasses as well as the 600 linear feet of tributary where native willow species will be installed.
- Summer photomonitoring was conducted at fixed locations so that we can track our restoration progress over time.

Community Engagement and Education

- This quarter Grassroots Ecology hosted a total of 7 workdays at Los Altos Hills Opens Space Preserves. Five workdays were held at Byrne Preserve and two at O’Keefe Preserve.
- In July we held weekly Byrne Brigade workdays on Monday mornings. Participation in these events picks up during the summer when students are out of school. We were pleased to have a handful of high school students that volunteered regularly at Byrne this summer.
- In addition to Byrne Brigade workdays, we held three workdays with the Grassroots Ecology summer college interns, one at Byrne and two at O’Keefe.
- We did not host any educational events this quarter because they will primarily take place in the winter and spring.
- See the chart below for progress made during the first quarter, July-September 2016:

| Deliverable | Annual Target | YTD Progress | % Annual Target Reached |
|---------------------------|---------------|--------------|-------------------------|
| <i>Workdays</i> | 24 | 7 | 29% |
| <i>Volunteers</i> | 350 | 67 | 19% |
| <i>Volunteer Hours</i> | 1,000 | 190 | 19% |
| <i>Educational Events</i> | 10 | 0 | 0% |
| <i>Ed Event Attendees</i> | 150 | 0 | 0% |



Above: Volunteers remove yellow starthistle during Byrne Brigade

Left: Summer interns remove purple starthistle along trails at Byrne Preserve

Invasive Plant Management

In addition to our standard model of hand removing invasive species with volunteers, we have been trying these new weed suppression techniques:

- Scything – While scything is not a technique that can be implemented by volunteers due to a steep learning curve, we believe this will be a great tool for Grassroots Ecology staff to use at Byrne Preserve to tackle both yellow starthistle and Italian thistle.
- Solarizing – We have installed a solarization plot in an area that is thick with poison hemlock during the spring. The goal is to kill the weed seed that is currently present in soil, then seed the area with native grasses this winter. UV protected plastic has been laid out and secured in this 200 square foot plot and will hopefully remain in place for six weeks. However we will regularly monitor the area and expect natural elements to play a role in deciding when we will remove the plot.
- Mulching – We have received a load of mulch from a local arborist to use at Byrne Preserve. We will be spreading the mulch in our planting areas to help reduce the presence of non-native species while also retaining moisture in the soil for our native plants to access. We have already encountered some challenges with the mulch delivery and want to give our thanks to both the Westwind Community Barn staff as well as the Town maintenance crew for their help.

This quarter volunteers focused on removal of purple starthistle, yellow starthistle, stinkwort, and bull thistle. Please refer to the chart below for progress by species.

| Target species | # of workdays (July-Sept 2016) | Progress |
|--------------------|--------------------------------|---|
| Purple starthistle | 5 | During the early summer months we removed second-year plants that were beginning to bolt along the trails and in the grassland area. Now, later in the season, we are working on removing first year rosettes in order to decrease the amount of mature plants next year. |
| Stinkwort | 5 | Manually removed 100% of known stinkwort populations within both Byrne and O'Keefe Preserves before they were able to produce viable seeds. |
| Bull thistle | 1 | Removed dense patches that were growing among the stinkwort along the lower trail. |
| Yellow starthistle | 3 | Manually removed yellow starthistle resprouts within mowing areas at both O'Keefe and Byrne Preserves. While the mowing is effective in reducing the amount of seed produced per plant, there continues to be a high density of regrowth that needs to be hand-pulled. |

Mowing

- In July mowing for yellow starthistle took place at Byrne and O’Keefe Preserves. While we continue to face challenges with mowing coordination we believe mowing is a valuable tool in restoration and will continue to work towards better communication with the mowing contractor. Lessons learned include: direct communication with the mowing contractor, creating maps and sharing them with the mower ahead of time, physically marking areas to be mowed, and meeting the mowing contractor the day of the mowing to confirm mowing areas.

Other

- We are excited to introduce Valerie Lee who is a new restoration specialist at Grassroots Ecology. Valerie will be helping to implement the SCVWD grant at Byrne Preserve by leading volunteer groups in restoration activities. Valerie comes to us from the Coal Oil Point Reserve in Santa Barbara and holds a degree in Environmental Studies from UC Santa Barbara.



Left: Grassroots Ecology staff set up solarization plot at Byrne Preserve



Right: Grassroots Ecology staff scythe yellow starthistle at Byrne Preserve

From: [Shawn Owen](#)
To: [Carl Cahill](#)
Subject: Team effort
Date: Thursday, October 13, 2016 5:32:28 AM

Hello Carl,

A few weeks back I sent you an email extolling the virtues of Suzanne and how helpful she has been in processing a few of our projects. I wanted to circle back and let you know that she was one of the team of staff that really came through for me and my clients. From John Chau and Tina Tseng in engineering to Austin and Liz in building, everyone really stepped up their games and got a couple of projects processed that were really touch and go for a this year start.

I know you hear from me when things aren't working as well as I'd like, but let me tell you, your staff really came through for me and I want you to know how much that is appreciated by myself and more importantly my clients/your residents. Job well done!

Best,

Sent from Shawn Owen's iPhone

Carl Cahill

From: Brian Froelich <b_froelich@outlook.com>
Sent: Tuesday, October 11, 2016 3:08 PM
To: Carl Cahill
Subject: Thanks to staff

Hi Carl,

I hope you are doing well and wanted to let you know that John and Tina were very graceful in handling Steve Johnson's latest New Res project on West Loyola. Naturally, stress was high on the applicant's side about the Grading Moratorium and Building Permit.

John and Tina met with Steve -without Steve having an appointment- and immediately following their marathon session with Shawn Owen. It would have been totally fair for them to say "too busy, make an appointment" but they made time and a big difference for Steve.

They showed patience and professionalism in doing their job but also making it feel like everyone was working together.

Thanks,

Brian Froelich



Santa Clara County Office of the Sheriff
Weekly Activity Summary
10/3/2016 – 10/9/2016
LOS ALTOS HILLS



| PATROL ACTIVITY SUMMARY | | | |
|--------------------------------|-------------|----------------------------------|--|
| DATE | BEAT | ACTIVITY | COMMENTS |
| 10/3 | L1 | Identity Theft | Between 7/22 and 9/21, unknown suspect(s) used the victim's personal information to open numerous credit card accounts and made fraudulent purchases to those accounts for a total loss of about \$2,360. The victim lives in Los Altos Hills. |
| 10/3 | L1 | Mail Theft | Between 9/29 and 10/2, unknown suspect(s) took mail from the mailbox of a residence in the 26000 block of St. Francis Road for an unknown total loss. |
| 10/5 | L1 | Mail Theft | Between 8:00 AM and 9:00 AM on 10/1, unknown suspect(s) took mail from the mailbox of a residence in the 26000 block of Alejandro Drive for an unknown total loss. |
| 10/6 | L3 | Non-Injury Hit and Run Collision | Occurred at 10:53 AM at Almaden Court and Altamont Road. |
| 10/7 | L4 | Non-Injury Collision | Occurred at 3:17 PM at Page Mill Road and Altamont Road. |
| 10/8 | L1 | Injury Collision | Occurred at 9:05 AM at Purissima Road and Roble Ladera Road. |
| 10/8 | L4 | Non-Injury Collision | Occurred at 4:15 PM at Altamont Road and Natoma Road. |

| DATE/TIME | BEAT | EVENT NUMBER | EVENT TYPE | LOCATION | INFORMATION |
|-----------------------------|------|--------------|------------|-------------------------------|--------------|
| DISTURBANCES | | | | | |
| 10/9/2016 23:19 | L3 | 16-283-0347 | 415E | URSULA LN @ BLACK MOUNTAIN RD | INVESTIGATED |
| 10/8/2016 23:14 | L2 | 16-282-0411 | 415M | EL MONTE RD @ O KEEFE LN | INVESTIGATED |
| 10/9/2016 0:04 | L3 | 16-283-0002 | 415P | ELENA RD @ ESTRALITA PL | INVESTIGATED |
| 10/9/2016 21:39 | L5 | 16-283-0322 | 415P | PROSPECT AV @ EMERALD HILL LN | INVESTIGATED |
| 10/9/2016 22:52 | L5 | 16-283-0340 | 415P | FINN LN @ PROSPECT AV | INVESTIGATED |
| 10/9/2016 23:26 | L5 | 16-283-0353 | 415P | PROSPECT AV @ STONEBROOK DR | INVESTIGATED |
| THEFTS | | | | | |
| 10/3/2016 16:34 | L1 | 16-277-0285 | 530.5A | DONELSON PL @ CATHARINE CT | INVESTIGATED |
| 10/3/2016 16:41 | L1 | 16-277-0287 | 530.5E | ST FRANCIS DR @ ANACAPA DR | INVESTIGATED |
| 10/5/2016 11:35 | L1 | 16-279-0167 | 530.5E | ALEJANDRO DR @ ST FRANCIS DR | INVESTIGATED |
| TRESPASSING | | | | | |
| 10/4/2016 13:32 | L1 | 16-278-0253 | 602 | WILDCREST DR @ WILDFLOWER LN | INVESTIGATED |
| REPORT OF CONDITIONS | | | | | |
| 10/7/2016 21:13 | L3 | 16-281-0348 | 952 | ALTAMONT RD @ APPALOOSA WY | INVESTIGATED |
| PHONE THE OFFICE | | | | | |
| 10/3/2016 22:05 | L5 | 16-277-0389 | 1021 | 81L1 | COMPLETE |
| 10/4/2016 15:32 | L3 | 16-278-0318 | 1021 | 81L1 | COMPLETE |
| 10/8/2016 14:28 | L1 | 16-282-0201 | 1021 | 71L1 | COMPLETE |
| 10/8/2016 17:27 | L4 | 16-282-0261 | 1021 | 71L1 | COMPLETE |
| 10/9/2016 23:27 | L5 | 16-283-0354 | 1021 | 81L1 | COMPLETE |

SUSPICIOUS PERSON

| | | | | | |
|-----------------|----|-------------|------|---------------------------|--------------|
| 10/4/2016 11:52 | L3 | 16-278-0199 | 1066 | ELENA RD @ LA BARRANCA RD | INVESTIGATED |
|-----------------|----|-------------|------|---------------------------|--------------|

WIRE DOWN

| | | | | | |
|-----------------|----|-------------|------|----------------------------|--------------|
| 10/7/2016 15:17 | L4 | 16-281-0210 | 1069 | PAGE MILL RD @ ALTAMONT CL | INVESTIGATED |
|-----------------|----|-------------|------|----------------------------|--------------|

PEDESTRIAN STOPS

| | | | | | |
|-----------------|----|-------------|------|-------------------------------|-----------------|
| 10/3/2016 9:11 | L5 | 16-277-0088 | 1095 | EL MONTE RD @ MOODY RD | WARNING ISSUED |
| 10/3/2016 11:26 | L3 | 16-277-0155 | 1095 | PAGE MILL RD @ ARASTRADERO RD | CITATION ISSUED |
| 10/5/2016 16:59 | L4 | 16-279-0328 | 1095 | EL MONTE RD @ MOODY RD | WARNING ISSUED |
| 10/5/2016 19:20 | L3 | 16-279-0392 | 1095 | PAGE MILL RD @ I-280 | CITATION ISSUED |

**ABANDONED
VEHICLE**

| | | | | | |
|-----------------|----|-------------|--------|-----------------------------|----------------|
| 10/7/2016 19:14 | L1 | 16-281-0301 | 1124 | ROBLEDA RD @ DORI LN | MARKED FOR TOW |
| 10/3/2016 13:03 | L1 | 16-277-0195 | 22651B | TEMPLETON PL @ W FREMONT RD | VEHICLE TOWED |

TRAFFIC HAZARDS

| | | | | | |
|-----------------|----|-------------|------|-----------------------------|-----------------|
| 10/5/2016 17:22 | L3 | 16-279-0346 | 1125 | I-280 @ PAGE MILL RD | TRANSFER TO CHP |
| 10/7/2016 8:47 | L1 | 16-281-0068 | 1125 | W FREMONT RD @ BURKE RD | INVESTIGATED |
| 10/6/2016 12:31 | L5 | 16-280-0183 | 1125 | STONEBROOK DR @ EL MONTE RD | INVESTIGATED |

**SUSPICIOUS
VEHICLES**

| | | | | | |
|-----------------|----|-------------|------|--------------------------------|-----------------|
| 10/4/2016 0:40 | L3 | 16-278-0011 | 1154 | ELENA RD @ BECKY LN | CITATION ISSUED |
| 10/4/2016 6:50 | L1 | 16-278-0057 | 1154 | WILDCREST DR @ WILDFLOWER LN | INVESTIGATED |
| 10/5/2016 12:17 | L3 | 16-279-0183 | 1154 | FOOTHILL LN @ ELENA RD | INVESTIGATED |
| 10/5/2016 18:55 | L3 | 16-279-0383 | 1154 | PAGE MILL RD @ PASEO DEL ROBLE | INVESTIGATED |
| 10/6/2016 16:02 | L3 | 16-280-0303 | 1154 | ELENA RD @ JOSEFA LN | CITATION ISSUED |

| | | | | | |
|-----------------|----|-------------|--------|---------------------------------|--------------|
| 10/6/2016 20:53 | L1 | 16-280-0425 | 1154 | W FREMONT RD @ FREMONT | INVESTIGATED |
| 10/6/2016 21:29 | L1 | 16-280-0438 | 1154 | PURISSIMA RD @ SAMUEL LN | INVESTIGATED |
| 10/7/2016 19:20 | L5 | 16-281-0303 | 1154 | STONEBROOK DR @ TERESA WY | INVESTIGATED |
| 10/9/2016 9:43 | L1 | 16-283-0117 | 1154 | ESPERANZA DR @ CONCEPCION RD | INVESTIGATED |
| 10/3/2016 11:49 | L3 | 16-277-0166 | 1154OC | OLD PAGE MILL RD @ JARVIS WY | INVESTIGATED |
| 10/9/2016 1:14 | L1 | 16-283-0024 | 1154OC | OLD PAGE MILL RD @ PAGE MILL RD | INVESTIGATED |

TRAFFIC COLLISIONS

| | | | | | |
|-----------------|----|-------------|-------|--------------------------------|--------------|
| 10/8/2016 9:05 | L1 | 16-282-0086 | 1180 | PURISSIMA RD @ ROBLE LADERA RD | INVESTIGATED |
| 10/6/2016 19:09 | L1 | 16-280-0380 | 1182 | I-280 @ EL MONTE RD | INVESTIGATED |
| 10/6/2016 19:10 | L1 | 16-280-0381 | 1182 | PAGE MILL RD @ DEER CREEK RD | INVESTIGATED |
| 10/7/2016 15:17 | L4 | 16-281-0211 | 1182 | PAGE MILL RD @ ALTAMONT RD | INVESTIGATED |
| 10/7/2016 15:38 | L1 | 16-281-0220 | 1182 | WILDCREST DR @ ROBLEDA RD | INVESTIGATED |
| 10/8/2016 16:15 | L4 | 16-282-0240 | 1182 | ALTAMONT RD @ NATOMA RD | INVESTIGATED |
| 10/8/2016 9:06 | L1 | 16-282-0087 | 1183 | PURISSIMA RD @ ROBLEDA RD | INVESTIGATED |
| 10/4/2016 18:10 | L1 | 16-278-0400 | 20002 | I-280 @ EL MONTE RD | INVESTIGATED |
| 10/6/2016 10:53 | L3 | 16-280-0144 | 20002 | ALMADEN CT @ ALTAMONT RD | INVESTIGATED |

TRAFFIC CONTROL

| | | | | | |
|-----------------|----|-------------|--------|---------------------------|----------|
| 10/6/2016 7:47 | L3 | 16-280-0057 | 1184 | PAGE MILL RD @ I-280 | COMPLETE |
| 10/5/2016 17:23 | L1 | 16-279-0348 | TRFMON | ROBLEDA RD @ PURISSIMA RD | COMPLETE |

VEHICLE STOPS

| | | | | | |
|-----------------|----|-------------|------|--------------------------------|-----------------|
| 10/3/2016 0:54 | L2 | 16-277-0008 | 1195 | I-280 @ MAGDALENA RD | WARNING ISSUED |
| 10/3/2016 9:22 | L3 | 16-277-0093 | 1195 | ELENA RD @ GREEN HILLS CT | WARNING ISSUED |
| 10/3/2016 11:02 | L3 | 16-277-0141 | 1195 | ARASTRADERO RD @ STIRRUP WY | CITATION ISSUED |
| 10/3/2016 19:03 | L1 | 16-277-0335 | 1195 | ROBLEDA RD @ PURISSIMA RD | WARNING ISSUED |
| 10/3/2016 22:06 | L3 | 16-277-0390 | 1195 | PAGE MILL RD @ BALERI RANCH RD | CITATION ISSUED |

| | | | | | |
|-----------------|----|-------------|------|---------------------------------|-----------------|
| 10/3/2016 23:42 | L1 | 16-277-0418 | 1195 | PAGE MILL RD @ OLD PAGE MILL RD | CITATION ISSUED |
| 10/4/2016 0:01 | L3 | 16-278-0001 | 1195 | I-280 @ PAGE MILL RD | WARNING ISSUED |
| 10/4/2016 0:13 | L1 | 16-278-0004 | 1195 | I-280 @ EL MONTE RD | WARNING ISSUED |
| 10/4/2016 4:01 | L2 | 16-278-0035 | 1195 | I-280 @ MAGDALENA RD | CITATION ISSUED |
| 10/4/2016 4:34 | L1 | 16-278-0039 | 1195 | I-280 @ EL MONTE RD | CITATION ISSUED |
| 10/4/2016 4:36 | L1 | 16-278-0040 | 1195 | I-280 @ EL MONTE RD | CITATION ISSUED |
| 10/5/2016 8:42 | L2 | 16-279-0081 | 1195 | I-280 @ MAGDALENA RD | CITATION ISSUED |
| 10/5/2016 9:31 | L3 | 16-279-0103 | 1195 | ARASTRADERO RD @ STIRRUP WY | CITATION ISSUED |
| 10/5/2016 10:20 | L2 | 16-279-0119 | 1195 | I-280 @ MAGDALENA RD | CITATION ISSUED |
| 10/5/2016 12:33 | L3 | 16-279-0195 | 1195 | FOOTHILL LN @ ELENA RD | WARNING ISSUED |
| 10/5/2016 17:30 | L2 | 16-279-0351 | 1195 | EL MONTE RD @ SUMMERHILL AV | WARNING ISSUED |
| 10/5/2016 18:24 | L3 | 16-279-0371 | 1195 | ARASTRADERO RD @ STIRRUP WY | CITATION ISSUED |
| 10/5/2016 18:45 | L3 | 16-279-0380 | 1195 | PAGE MILL RD @ PASEO DEL ROBLE | CITATION ISSUED |
| 10/5/2016 22:12 | L2 | 16-279-0442 | 1195 | I-280 @ MAGDALENA RD | CITATION ISSUED |
| 10/6/2016 14:03 | L5 | 16-280-0246 | 1195 | MAGDALENA AV @ EASTBROOK AV | CITATION ISSUED |
| 10/6/2016 15:18 | L2 | 16-280-0284 | 1195 | SUMMERHILL AV @ YOUNG CT | CITATION ISSUED |
| 10/6/2016 16:15 | L2 | 16-280-0310 | 1195 | AMIGOS CT @ SUMMERHILL AV | CITATION ISSUED |
| 10/6/2016 16:16 | L3 | 16-280-0311 | 1195 | ELENA RD @ JOSEFA LN | CITATION ISSUED |
| 10/6/2016 16:26 | L3 | 16-280-0317 | 1195 | ELENA RD @ JOSEFA LN | CITATION ISSUED |
| 10/6/2016 16:48 | L3 | 16-280-0328 | 1195 | ELENA RD @ JOSEFA LN | WARNING ISSUED |
| 10/6/2016 17:22 | L1 | 16-280-0345 | 1195 | PURISSIMA RD @ VISCAINO RD | CITATION ISSUED |
| 10/6/2016 18:14 | L3 | 16-280-0364 | 1195 | PAGE MILL RD @ I-280 | CITATION ISSUED |
| 10/6/2016 18:20 | L4 | 16-280-0366 | 1195 | ELENA RD @ MOODY RD | WARNING ISSUED |
| 10/6/2016 18:41 | L4 | 16-280-0372 | 1195 | EL MONTE RD @ MOODY RD | CITATION ISSUED |
| 10/7/2016 12:57 | L2 | 16-281-0146 | 1195 | MAGDALENA RD @ I-280 | CITATION ISSUED |
| 10/7/2016 17:13 | L3 | 16-281-0251 | 1195 | ELENA RD @ MOODY RD | CITATION ISSUED |
| 10/7/2016 19:54 | L3 | 16-281-0316 | 1195 | ARASTRADERO RD @ STIRRUP WY | CITATION ISSUED |
| 10/8/2016 20:05 | L1 | 16-282-0317 | 1195 | PAGE MILL RD @ DEER CREEK RD | CITATION ISSUED |

| | | | | | |
|-----------------|----|-------------|------|------------------------------|-----------------|
| 10/8/2016 20:50 | L5 | 16-282-0337 | 1195 | EL MONTE RD @ STONEBROOK DR | CITATION ISSUED |
| 10/8/2016 22:06 | L2 | 16-282-0376 | 1195 | SUMMERHILL AV @ MAGDALENA AV | WARNING ISSUED |
| 10/8/2016 23:11 | L1 | 16-282-0408 | 1195 | EL MONTE RD @ I-280 | CITATION ISSUED |

PARKING VIOLATION

| | | | | | |
|-----------------|----|-------------|-------|---------------------------|--------------|
| 10/3/2016 13:33 | L1 | 16-277-0211 | 22500 | W FREMONT RD @ ROBLEDA RD | INVESTIGATED |
|-----------------|----|-------------|-------|---------------------------|--------------|

ALARM CALLS

| | | | | | |
|-----------------|----|-------------|-------|--------------------------------|-------------|
| 10/3/2016 3:14 | L3 | 16-277-0033 | 1033A | BALERI RANCH RD @ PAGE MILL RD | FALSE ALARM |
| 10/3/2016 13:37 | L1 | 16-277-0216 | 1033A | MIRANDA WY @ MIRANDA RD | FALSE ALARM |
| 10/4/2016 10:06 | L5 | 16-278-0138 | 1033A | FINN LN @ PROSPECT AV | FALSE ALARM |
| 10/4/2016 15:04 | L1 | 16-278-0304 | 1033A | LA CRESTA DR @ VISCAINO RD | FALSE ALARM |
| 10/4/2016 17:16 | L5 | 16-278-0373 | 1033A | DAWSON DR @ REBECCA LN | FALSE ALARM |
| 10/4/2016 20:07 | L1 | 16-278-0446 | 1033A | E SUNSET DR @ BURKE RD | FALSE ALARM |
| 10/5/2016 13:22 | L5 | 16-279-0223 | 1033A | DAWSON DR @ REBECCA LN | FALSE ALARM |
| 10/5/2016 15:04 | L5 | 16-279-0263 | 1033A | PROSPECT AV @ STONEBROOK DR | FALSE ALARM |
| 10/5/2016 17:00 | L1 | 16-279-0329 | 1033A | LA CRESTA DR @ VISCAINO RD | FALSE ALARM |
| 10/6/2016 10:11 | L3 | 16-280-0127 | 1033A | LIDDICOAT DR @ LIDDICOAT CL | FALSE ALARM |
| 10/7/2016 11:01 | L5 | 16-281-0110 | 1033A | LAURA CT @ KATE DR | FALSE ALARM |
| 10/7/2016 15:29 | L3 | 16-281-0215 | 1033A | MIDDLE FORK LN @ SOUTH FORK LN | FALSE ALARM |
| 10/8/2016 10:27 | L3 | 16-282-0112 | 1033A | NATOMA RD @ LA VIDA REAL | FALSE ALARM |
| 10/8/2016 13:49 | L1 | 16-282-0187 | 1033A | ST FRANCIS DR @ ASCENSION DR | FALSE ALARM |
| 10/9/2016 19:19 | L4 | 16-283-0289 | 1033A | MOODY RD @ MOODY CT | FALSE ALARM |
| 10/9/2016 21:36 | L1 | 16-283-0320 | 1033A | W FREMONT RD @ PALO HILLS DR | FALSE ALARM |
| 10/9/2016 23:30 | L3 | 16-283-0355 | 1033A | COUNTRY WY @ THREE FORKS LN | FALSE ALARM |
| 10/4/2016 18:38 | L1 | 16-278-0411 | 1033C | ARASTRADERO RD @ THENDARA LN | FALSE ALARM |

ANIMAL COMPLAINT

| | | | | | |
|-----------------|----|-------------|-------|------------------------|--------------|
| 10/6/2016 19:14 | L4 | 16-280-0385 | 1091D | EL MONTE RD @ MOODY RD | INVESTIGATED |
|-----------------|----|-------------|-------|------------------------|--------------|

9-1-1**ABANDONED CALLS**

| | | | | | |
|-----------------|----|-------------|--------|----------------------------|--------------|
| 10/9/2016 12:53 | L3 | 16-283-0183 | 911ABN | CORTEZ LN @ ALTAMONT RD | INVESTIGATED |
| 10/5/2016 13:07 | L3 | 16-279-0210 | 911CEL | VINEDO LN @ RIDGEWOOD LN | INVESTIGATED |
| 10/9/2016 17:30 | L3 | 16-283-0264 | 911CEL | I-280 @ PAGE MILL RD | INVESTIGATED |
| 10/8/2016 22:29 | L5 | 16-282-0389 | 911UNK | FRAMPTON CT @ MAGDALENA RD | INVESTIGATED |

INFORMATION ONLY

| | | | | | |
|-----------------|----|-------------|--------|---------------------------------|-------------------|
| 10/5/2016 13:52 | L3 | 16-279-0234 | BTINFO | I-280 @ PAGE MILL RD | INFORMATION GIVEN |
| 10/7/2016 13:42 | L1 | 16-281-0166 | BTINFO | ESPERANZA DR @ CONCEPCION RD | INFORMATION GIVEN |
| 10/3/2016 15:59 | L3 | 16-277-0273 | INFO | I-280 @ PAGE MILL RD | INFORMATION GIVEN |
| 10/4/2016 9:28 | L3 | 16-278-0116 | INFO | ARASTRADERO RD @ LIDDICOAT DR | INFORMATION GIVEN |
| 10/6/2016 8:33 | L1 | 16-280-0082 | INFO | LA CRESTA DR @ ARASTRADERO RD | INFORMATION GIVEN |
| 10/7/2016 12:24 | L3 | 16-281-0136 | INFO | PALOMINO PL @ NATOMA RD | INFORMATION GIVEN |
| 10/8/2016 5:41 | L3 | 16-282-0045 | INFO | I-280 @ PAGE MILL RD | INFORMATION GIVEN |
| 10/8/2016 12:06 | L3 | 16-282-0138 | INFO | SADDLE MOUNTAIN DR @ STIRRUP WY | INFORMATION GIVEN |
| 10/8/2016 12:56 | L1 | 16-282-0159 | INFO | PURISSIMA RD @ CONCEPCION RD | INFORMATION GIVEN |
| 10/8/2016 13:28 | L3 | 16-282-0177 | INFO | I-280 @ PAGE MILL RD | INFORMATION GIVEN |
| 10/8/2016 14:05 | L3 | 16-282-0193 | INFO | I-280 @ PAGE MILL RD | INFORMATION GIVEN |
| 10/8/2016 17:20 | L1 | 16-282-0259 | INFO | W FREMONT RD @ FREMONT | INFORMATION GIVEN |
| 10/9/2016 1:12 | L3 | 16-283-0023 | INFO | DEZAHARA WY @ TAAFFE RD | INFORMATION GIVEN |
| 10/9/2016 11:57 | L3 | 16-283-0160 | INFO | EL MONTE RD @ STONEBROOK DR | INFORMATION GIVEN |

PATROL CHECK

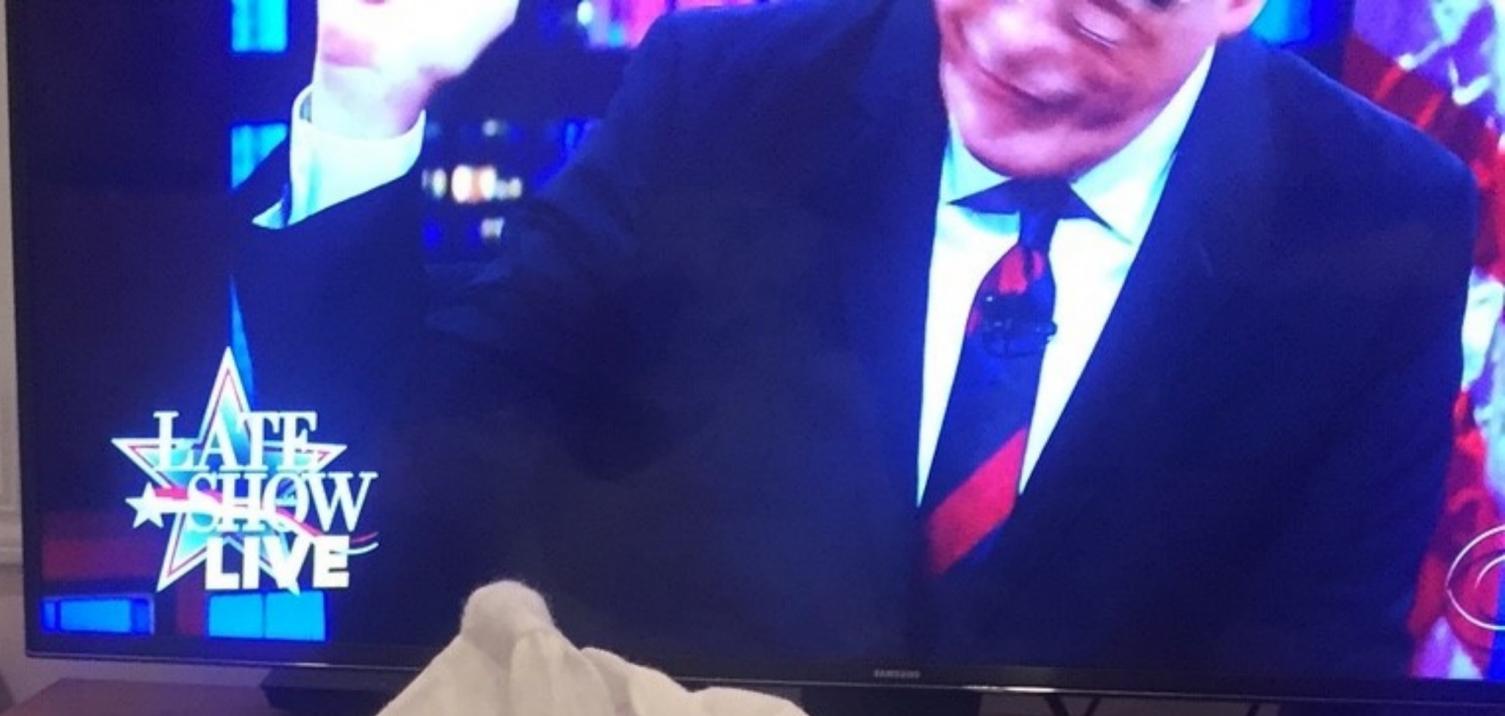
| | | | | | |
|----------------|----|-------------|-------|-------------------------------|-----------------|
| 10/6/2016 1:56 | L3 | 16-280-0015 | PATCK | PAGE MILL RD @ ARASTRADERO RD | CITATION ISSUED |
|----------------|----|-------------|-------|-------------------------------|-----------------|

**SUSPICIOUS
CIRCUMSTANCES**

| | | | | | |
|-----------------|----|-------------|--------|-----------------------------|--------------|
| 10/7/2016 15:34 | L3 | 16-281-0217 | SUSCIR | GERTH LN @ OLD PAGE MILL RD | INVESTIGATED |
| 10/8/2016 15:18 | L3 | 16-282-0220 | SUSCIR | PAGE MILL RD @ VIA VENTANA | INVESTIGATED |

WELFARE CHECK

| | | | | | |
|-----------------|----|-------------|-------|--------------------|----------|
| 10/3/2016 19:33 | L3 | 16-277-0339 | WELCK | DAWN LN @ ELENA RD | COMPLETE |
|-----------------|----|-------------|-------|--------------------|----------|



Purissima Park Maintenance Schedule

| September | | | | | | | 2016 |
|--|-----------|--------|--------|--------|--------|--|------|
| General Park Maintenance | Frequency | Week 1 | Week 2 | Week 3 | Week 4 | | |
| Trash and Organic Debris | 1x/wk | x | x | x | x | | |
| Tree and Brush Trimming | 1x/yr | | | | | | |
| Irrigation Maintenance | | | | | | | |
| Monitor Irrigation of Turf | 1x/wk | x | x | x | x | | |
| Monitor Irrigation of Landscape | 1x/wk | x | x | x | x | | |
| Repair Malfunctioning Sprinkler Heads | As Needed | | | | | | |
| Repair Malfunctioning Irrigation | As Needed | x | | | | | |
| Cycle through all Automatic Controlled Areas | 1x/month | x | | | | | |
| Test Manual Infield Wetting System | 1x/month | x | x | | | | |
| Turfgrass Maintenance | | | | | | | |
| Mow | 1x/wk | x | x | x | x | | |
| Seed and Topdress Bare Spots | 1x/month | | | | | | |
| Organic Pellet Fertilizer | 2x/yr | | | | | | |
| Aerate Turfgrass | 1x/month | | | | | | |
| Weed Control, Preemergent | 2x/yr | | | | | | |
| Weed Control, Broadleaf | As Needed | | | | | | |
| Weed Control, Post emergent | As Needed | | | | | | |
| Pest Control | As Needed | | | | | | |
| Skinned Areas Maintenance | | | | | | | |
| Nail Drag, Screen Drag, and Level | 2x/wk | x | x | x | x | | |
| Repair Base Path and Sliding Areas | As Needed | x | | | | | |
| Repair Pitching Mounds and Practice Bullpen | As Needed | x | | | | | |
| Repair Batter's Box and Catcher's Area | As Needed | x | | | | | |
| Spring Renewal of Skinned Ballfields | | | | | | | |
| Recondition all Ballfield Skinned Areas | 1x/yr | | | | | | |
| Till Approx 4" Deep, Level, and Compact | 1x/yr | | | | | | |
| Provide 'Candlestick Mix' Fines for Infield | 1x/yr | | | | | | |
| Provide 'Candlestick Mix' Fines for Surplus Pile | 1x/yr | | | | | | |
| Rebuild Mounds, Batters, Catchers Areas | 1x/yr | | | | | | |

| Notes |
|--|
| Meeting 10/24/2016 with Little League to discuss turf renovation project, on schedule to begin 11/14/2016. |
| September watering schedule - 2 days/week - decreased as fall/winter begins, turf looks a bit dry/stressed in some areas with the recent hot spell |
| Field 2 mainline repair approved and completed - 9.6.2016 |
| June Father's Day Picnic caused burning on field 2 - we increased the water and reseeded to repair |
| May 6th - Field 4 - (2) valves replaced |
| May 17th - Field 3 - (1) valve replaced |
| Giant's baseball camp in August - we modified watering schedule to prevent it from cycling through to the morning when the campers would arrive |
| Last year, we opted not to reseed during the drought - this year we have reseeded in areas and had to increase the irrigation to allow for this |