



July 30, 2014

Residents
Los Altos Hills, CA

Subject: WEST BAY SANITARY DISTRICT

Dear Residents:

This letter is to validate that **West Bay Sanitary District (West Bay)** is an authorized contractor working in the Town of Los Altos Hills (Town) public right-of-way and in utility easements on private properties for *Operations and Maintenance of Los Altos Hills Sanitary Sewer System* for year 2014 and 2015. Their services include cleaning and closed-circuit television (CCTV) videotape analysis of the existing sanitary sewer main pipes within the Town's sewer system. Access to easement is required to maintain and repair the sewer lines. West Bay workers will need to enter the easement areas with equipment to analyze existing conditions and provide cleaning and videotaping services as part of operations and maintenance of the public sewer system in the Town.

West Bay employees have photo ID badges that residents are encouraged to review. If you have any questions or would like to discuss any concerns, please contact me at (650) 947-2511 or by email at ttseng@losaltoshills.ca.gov. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tina Tseng", with a long horizontal flourish extending to the right.

Tina Tseng
Public Works Senior Engineer

CC: Richard Chiu, Public Works Director
Phil Scott, West Bay Sanitary District Manager