

**Town of Los Altos Hills
Community Relations Committee**

**Teleconferenced Meeting Minutes
Tuesday, May 25, 2021**

1. Roll Call; Committee Membership

The teleconferenced regular meeting was called to order promptly at 7:00 PM, by chairman Roy Woolsey. Present: Members, Maddie Cheng, Lana Einschlag, Karen Emerzian, Roy Woolsey. Associate member, Ron Knapp. Town staff, Sarah Robustelli. Council Liaison: Lisa Schmidt.

Roy Woolsey noted the need for vice chair of the Committee, for a new chair for the 2021-2022 year, and for more members and to increase the size of the Committee. Roy noted that he had, so far without success, invited former Chairman Lew Jamison to return. Roy asked all members to help look for new members.

2. Introduction of Members of the Public; Public Comment.

Kjell Karlsson, who made no comment. Rajiv Bhateja who wants residents to be more informed about what is going on in Town and is considering joining the Committee, and who contributed extensively to item 8, the classic car show discussion.

3. Review and Approval of Prior Committee Meeting Minutes

A motion was made by Lana Einschlag, seconded by Karen Emerzian, and passed unanimously to approve the minutes of the last meeting, as distributed in draft form.

4. Review of Prior City Council Meetings and Fire Task Force

Council Liaison Lisa Schmidt reported that the Council consensus was that the Committee should proceed with car show planning. Lisa has been meeting with her fire task force, and is working on issues of fire hardening, and having Town staff help with evacuation procedures, including perhaps some updates to building code and more significant updates to landscaping code. She is looking into getting more inspectors to help achieve more fire-safe homes in Town. The fire goats arrived at Byrne Preserve last week, and will be there for a few more weeks. Ron Knapp asked why the LAH County Fire District did not make use of any of Ron's fire hardening suggestions, and it was quickly agreed that Lisa and Ron will talk about Ron's fire hardening items outside of the Committee meeting.

5. Report on Recent Town Activities

Sarah Robustelli reported that brush clean up will now take place every month on the main Foothill campus, and the next neighborhood cleanup will be on July 24 also at the main Foothill campus. The pathway self-challenge is complete, six 2021 inspirational banners have been installed around Town, the pop-up picture frame is back to Town Hall and will be there until August. The Independence Day caravan will use the same route as last year, and Sarah is working with Neal Rayborn on classic cars for the caravan. The Los Altos vs. LAH softball game is scheduled for August 14 from 1 to 3 PM.

6. Welcoming of New Town Residents

Roy Woolsey reported that files for new resident welcoming letter mailing labels were sent to Town Hall for mailing the welcoming letter from Council to the nine new residents in Town for April, and for mailing the follow-up letter from the Committee to the 15 new residents for January and February.

7. Discussion of TEDx Program

Roy Woolsey reported that Medha Rishi met with John Swan, Linda Swan and Alex Atkins (newsletter editor) to start the TEDx planning process. Medha will apply for the TEDx license, which will take about two months to get. At the next Council meeting, Linda will move to create a TEDx sub-committee that would be in charge of planning, and confirm the city liaison for this project. Linda, John and Alex will provide volunteer recommendations for Medha to interview/finalize. Medha will provide the next update around August once license is received and the sub-committee starts to form. After brief discussion, a motion was made by Karen Emerzian, seconded by Lana Einschlag, and passed unanimously to approve Medha's plan to proceed with TEDx planning.

8. Los Altos Hills Classic Car Show

Since Council approved the concept of a classic car show at May Council meeting, the Committee proceeded with discussion of key event items. Regarding whether to provide food for residents who register by a deadline date, Lana Einschlag and Karen Emerzian thought of people bring their own lunch. Sarah Robustelli reached out to a lot of food trucks, and many are not doing business on Sunday. She got pricing from Le Boulanger for 150 sandwiches. Neal thinks we could have up to 90 cars, and at two people per car more sandwiches than 150 would be needed. Price is about \$11 per bag lunch, with no chips, so we should probably allow \$12 per lunch. There are options for gluten free. Le Boulanger can accommodate changes up until three days before the event. The Hoedown food truck vendor is booked. The Committee agreed a Food truck does add another attraction, even if it is a dessert truck, which Lana thought would be a good idea.

Sarah Robustelli reviewed the rental budget, noting that there were two 40' x 40' canopies with smaller tables and less people at each table than used for Town Picnics, in order to have "social distancing." One canopy would be in each of left and right fields, with classic cars around them. There would also be a canopy for the Lionel train club. Sarah will add canopies for registration and beverages, since they will be necessary.

After further discussion, Karen moved to use food trucks for food and provide coupons to people providing cars. Lana seconded the motion and it passed unanimously.

Roy Woolsey had circulated a draft proposal describing the event, and including a budget and list of tasks to have a successful event. The draft was reviewed in some detail, and edited via screen-sharing in the teleconferenced meeting. While food could be purchased by residents and coupons would be given to car show participants, beverages would be handled separately from the food truck, and would be free to residents. The budget was discussed in some detail, and the list of tasks was reviewed and names were entered for most of the remaining tasks. After the review was complete Karen moved that the proposal with the edits discussed in the meeting be approved and be sent to Council. Lana seconded the motion, which passed unanimously.

Karen suggested all associate Committee members should be contacted to get their help with the event, and Roy said he would do that. Sarah will draft an event flier for mailing to residents and have it ready for review and approval at the next Committee meeting.

9. Additional Items or Contributions from Committee Members. None.

10. Date for Next Meeting and Adjournment

The Committee agreed to meet on its next regular meeting date, June 22, 2021, at 7 PM. Karen Emerzian moved, Maddie Cheng seconded and the Committee unanimously agreed to adjourn at 8:35 PM.

Minutes prepared by Roy Woolsey, May 29, 2021.