

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

**Meeting Minutes  
Tuesday, January 22, 2019  
Parks and Recreation Building**

**1. Roll Call; Committee Membership**

The meeting was called to order at 7:36 PM by chairman Lew Jamison. Present: Members, Lana Einschlag, Karen Emerzian, Lew Jamison, Nena Price. Associate members, Ron Knapp, Mansour Moussavian, Roy Woolsey. Council Liaison: Courtenay Corrigan.

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

None.

**3. Review of Prior City Council Meetings**

Courtenay Corrigan said that the Council had their celebratory meeting in December for seating of new Council members and for the Council reorganization, and that new Council liaisons may be chosen in the January meeting. Later in the Committee meeting, after Courtenay had departed, the Committee agreed that Karen Emerzian would write Council an e-mail expressing appreciation for Courtenay being such a good Council liaison and encouraging Council to reappoint Courtenay as the Committee liaison.

**4. Review and Approval of Prior Committee Meeting Minutes**

Minutes of the last meeting, prepared by Ron Knapp, were approved subject to confirmation of the amount approved by Council for the newcomer welcoming reception. Ron and Courtenay Corrigan will confirm that amount and then the minutes will be submitted to the City Clerk.

**5. Welcoming of Town Newcomers**

Roy Woolsey reported that since the last meeting, files for printing of newcomer welcoming letter mailing labels were sent to Town Hall for mailing the welcoming letter from Council to the 7 newcomers to Town for the month of October, the 5 for November and the 13 for December, and for mailing of the follow up welcoming letter from the Committee to the 12 newcomers to Town for the month of August and 9 for the month of September.

Mansour Moussavian summarized the newcomer welcoming reception subcommittee meeting that was just held, attended by Mansour, Lana Einschlag, Nina Price and Council Liaison Courtenay Corrigan. Newcomers to Town since January 1, 2016 will be sent a “save the date” mailing on February 18 and a final invitation on March 11, for the event which will be held on March 31. Courtenay will review the mailing labels that Roy Woolsey prepared and delete ones that appear to be construction sites, long-term residents that just moved out temporarily for a remodel, etc. Roy noted that he had already removed the first three of four separate names at one address for a rental property on his street. Prior to February 18, Roy will prepare a list of newcomers for the months of November 2018 through January 2019, since the original list was through October, 2018.

**6. Discussion of Reactivation of Neighborhood Network Program**

Since Dennis Duffy was not present at the meeting, this item was continued to the next Committee meeting.

## **7. Los Altos Hills Town Picnic**

The consensus of the Committee was that Mavericks should continue as caterer, subject to their quotation for the 2019 picnic being acceptable. Lew will check with Sarah Robustelli for the quoted price for this year.

Ron Knapp suggested we have Kimball Hooker's band this year, which has very talented group of five performers, subject to the band's price being acceptable.

Regarding entertainment for the picnic, Lew will contact Roger Burnell regarding the status of the pirate, and Lew will check with Sarah as to any entertainment suggestions she may have.

Ron is thinking of using Strike Brewing for the beer at the picnic. Strike Brewing provided beer to the picnic two and three years ago, and the company seems to enjoy providing beer for the Picnics.

The Committee discussed comments made by Councilmember Michelle Wu regarding last year's picnic. Roy Woolsey noted that after the picnic he had a lengthy e-mail exchange with Michelle regarding her picnic suggestions. Michelle agreed that those comments could be in last year's picnic report, so the e-mail exchange between Michelle and Roy is in the report in its entirety. With this e-mail exchange in mind, Lew will send Michelle a quick note to come to the next meeting if she'd like to contribute to the picnic this year, since it is not possible to implement suggestions for a major event like the Town Picnic at the last minute. With all of the volunteers in town who staff the registration table, it may not be practical to move from the paper registration lists at the Picnic to electronic lists.

Roy will e-mail Lew an electronic copy of last year's picnic report, which has the e-mail exchange with Michelle as well as a Picnic planning checklist that Lew can use at future Committee meetings.

Lew will check with Sarah to confirm that she is handling rental equipment (tables, chairs, canopies, stages, etc.) for the Picnic.

Neil Rayborn needs to be contacted to see if he would like to take the lead in organizing a classic car show again this year.

## **8. Additional Items or Contributions from Committee Members**

None.

## **9. Date for Next Meeting**

The next Committee meeting will be February 26, 2019, the fourth Tuesday in February.

## **10. Adjournment**

The meeting was adjourned at 8:13 PM.

Minutes prepared by Roy Woolsey, January 23, 2019