



TOWN OF PORTOLA VALLEY
Regular Meeting of the Town Council
Wednesday, August 10, 2022
7:00 P.M.

Craig Hughes, Mayor
Sarah Wernikoff, Vice Mayor
Jeff Aalfs, Councilmember
Maryann Derwin, Councilmember
John Richards, Councilmember

MINUTES

1. **CALL TO ORDER** – Council Members Hughes, Richards and Wernikoff were present at 7:00 p.m. Council Member Aalfs joined the meeting at 7:08 p.m. Council Member Derwin was absent. Vice Mayor Wernikoff left the meeting at 7:18 p.m.

2. **REPORT OUT OF CLOSED SESSION**

On July 5, 2022, the Council conducted a closed session in connection with the pending litigation Rusty Day, et al v. Town of Portola Valley and directed the Town Attorney to settle the lawsuit. The final terms of the lawsuit are set forth in the Settlement Agreement attached to the August 1, 2022 Special Town Council meeting.

3. **ORAL COMMUNICATIONS**

The following members of the public spoke during Oral Communications:

- Sean Reese
- Kristi Corley
- Caroline Vertongen

4. **ANNOUNCEMENTS/PRESENTATIONS**

- a. Receive Presentation from San Mateo County Library System Regarding Excess Donor Funds

Anne-Marie Despain, San Mateo County Library Representative, presented the item.

5. **CONSENT AGENDA**

Craig Hughes, Mayor, announced he would recuse from Item 5.e. due to a potential conflict of interest.

The following members of the public spoke during the Consent Agenda:

- Kristi Corley (Item 5.g.)
- Karen (Item 5.d.)

M/S Richards/Wernikoff to approve Item 5.e. **Motion carried 3-0-1 by roll call vote with Mayor Hughes recused and Council Member Derwin absent.**

M/S Richards/Aalfs to approve the Consent Agenda, excluding Item 5.e. **Motion carried 4-0 by roll call vote with Council Member Derwin absent.**

- a. **Approval** of Action Minutes for the Special and Regular Meetings of July 5, July 13 and August 1, 2022
- b. **Approval** of Warrant List
- c. **Adoption** of a Resolution Confirming the State of Emergency and Need to Continue Conducting Town Public Meetings Remotely (a) A Resolution of the Town Council of the Town of Portola Valley Confirming Existing State of Emergency and Authorizing Continued Remote Public Meetings Under AB 361
- d. **Update** the Town Council Priority Efforts List and Approve the Proposed Council Priority Reporting Process

- e. **Approve** a Loan Agreement to Wayside II Road Maintenance District for Private Street Maintenance
- f. **Appointment** of Members to the Historic Resources Committee and Wildfire Prevention Committee:
 - Karen Askey (Parks & Recreation)
 - Kristen Kingdom (Race & Equity)
 - Musarrat Yasmin Rizvi (Nature & Science)
 - Ronny Krashinsky – (Sustainability)
- g. **Authorize** Extension of Five Existing Contracts for As-Needed Planning and Building and Public Works Related Services, Including Building Official, Building Plan Check, Code Enforcement, Inspection and Land Use Planning Services
- h. **Approve** Amendment No. 2 to the Contract with Lamphier Gregory for Preparation of the Environmental Impact Report (EIR) for the Stanford “Wedge” Housing Project
- i. **Approve** a Contract Amendment with Lisa Wise Consulting, Inc. for Planning Services to Support the Housing Element Update

6. PUBLIC HEARING

- a. **Hold** a Public Hearing to Review Proposed Fee Changes and Adopt a Resolution Revising the Town’s Master Fee Schedule to Amend the Town Attorney’s Planning Hourly Rate

Jeremy Dennis, Town Manager, presented the report.

Craig Hughes, Mayor, opened the public hearing.

M/S Aalfs/Richards to close the public hearing. **Motion carried 3-0 by roll call vote with Council Member Derwin and Vice Mayor Wernikoff absent.**

M/S Aalfs/Richards to adopt the resolution. **Motion carried 3-0 by roll call vote with Council Member Derwin and Vice Mayor Wernikoff absent.**

7. REGULAR AGENDA

- a. **Adopt** the Draft Evacuation Study and Direct Its Inclusion in the Ongoing Safety Element Update and Its Incorporation into Other Town Hazard and Disaster Planning Efforts

Jeremy Dennis, Town Manager, and Bob Grandy, Project Consultant, presented the report.

The following members of the public spoke regarding the item:

- Ron Eastman
- Ward Vercruysse
- Victor Schacter
- Bob Adams
- David Cardinal
- Rusty Day
- Kristi Corley
- Caroline Vertongen
- Karen

M/S Aalfs/Richards to adopt the draft Evacuation Study and direct its inclusion in the ongoing Safety Element Update and its incorporation into other town hazard and disaster planning efforts. **Motion carried 3-0 by roll call vote with Council Member Derwin and Vice Mayor Wernikoff absent.**

- b. **Select** a Council Subcommittee of Two Member to Negotiate the Upcoming Sheriff’s Contract

The following member of the public spoke regarding the item:

- Caroline Vertongen

The Town Council chose the following members to be on the subcommittee:

- John Richards and Sarah Wernikoff

M/S Richards/Aalfs to approve the appointment of John Richards and Sarah Wernikoff to the subcommittee. **Motion carried 3-0 by roll call vote with Council Member Derwin and Vice Mayor Wernikoff absent.**

8. STUDY SESSION

The Town Council recessed at 9:15 p.m.
The Town Council reconvened at 9:20 p.m.

- a. **Review** Updates to the Green Building Ordinance and Provide Feedback and Guidance in Advance of a Public Hearing for Adoption of Amended Ordinance

Brandi deGormeaux, Assistant to the Town Manager and Ron LeFrance, Project Consultant, presented the report.

The following members of the public spoke regarding the item:

- David Cardinal
- Caroline Vertongen
- John Donahoe
- Kristi Corley

The Council agreed with the recommendations listed by the State and asked for minor exemptions to be created for Portola Valley regarding older buildings that may not be equipped for electric vehicle wiring.

Review item only. No motion taken.

9. COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

Council Member Richards and Mayor Hughes reported out on various committee meetings they have attended since July.

10. TOWN MANAGER REPORT

Jeremy Dennis, Town Manager, presented the report.

11. WRITTEN COMMUNICATIONS

- a. **Town Council Digests** – August 4, 2022

12. CLOSED SESSION

- a. Closed session Conference Pursuant to Government Code §54957(b)(1) Regarding Public Employee Performance Evaluation of the Town Attorney

13. ADJOURNMENT – The meeting adjourned at p.m. in memory of George Mader, former Town Planner at 10:23 p.m.

The next Regular Town Council meeting will be held on September 14, 2022 at 7:00 p.m.

The meeting minutes were prepared by Melissa Thurman, Town Clerk, for approval at the regular meeting of September 14, 2022.