

**PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING MINUTES – JULY 24, 2024**

1. CALL TO ORDER/ROLL CALL

Mayor Wernikoff called the meeting to order at 6:31 p.m. Interim Town Clerk Ramirez called the Roll Call.

Present: Councilmembers Jeff Aalfs, Mary Hufty, Craig Taylor and Vice Mayor Judith Hasko. Mayor Wernikoff attended remotely from 90 Manaquayak Road, West Tisbury, MA. 02568

Absent: None

Others: Town Manager Sharif Etman, Town Attorney Catherine Engberg and Interim Town Clerk Diego Ramirez

2. CLOSED SESSION

Mayor Wernikoff convened a Closed Session to evaluate the Town Manager. She invited public comment. None was received.

The Council convened a Closed Session at approximately 6:34 p.m.

a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Govt. Code Section 54957)  
Town Manager, Sharif Etman

3. RECONVENE REGULAR MEETING

At 7:11 p.m., Vice Mayor Hasko reconvened the regular meeting and announced that Mayor Wernikoff would not be participating in the remainder of the regular meeting and that she would preside.

Present: Councilmembers Aalfs, Hufty, Taylor and Vice Mayor Hasko

Absent: Mayor Wernikoff

Vice Mayor Hasko announced that no action was taken in Closed Session. However, an ad hoc committee was formed, consisting of herself and Mayor Wernikoff to assist in the facilitation of the Town Manager's performance evaluations.

4. PRESENTATIONS/PROCLAMATIONS

None.

5. TOWN MANAGER REPORT

Town Manager Etman provided updates regarding the hiring of permanent town staff, Finance Committee meetings held, user fee and nexus studies and upcoming Portola Terrace Stanford project.

## 6. ORAL COMMUNICATIONS

The following members of the public provided comment:

- Caroline Vertongan
- Carter Warr

## 7. CONSENT AGENDA

Vice Mayor Hasko asked to discuss the Consent Agenda items separately. She invited public comment.

The following members of the public provided comment:

- Caroline Vertongan
- Kristi Corley
- Lynda Brothers

### a. Approval of Warrant List of 7/24/2024.

A motion was made by Councilmember Aalfs, seconded by Councilmember Taylor to approve Consent Agenda item a. Motion carried by 4-0-1 by roll call vote. Mayor Wernikoff was absent.

### b. Approval of Resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Woodside Highlands Road Maintenance District to the 2024-2025 Tax Roll and to Collect the Tax at the Same Time as General County Taxes; and

Approval of Resolution of the Town Council of the Town of Portola Valley Authorizing the San Mateo County Controller to Apply the Special Tax for the Wayside II Road Maintenance District to the 2024-2025 Tax Roll and to Collect the Tax at the Same Time as General County Taxes.

Councilmember Taylor recused himself from the discussion on Consent Calendar item 7.b. and left the room.

A motion was made by Councilmember Aalfs, seconded by Councilmember Hufty to approve Resolution No. 2945-2024, Consent Agenda item b. Motion carried by 3-0-2 by roll call vote. Mayor Wernikoff was absent; Councilmember Taylor was recused.

It was noted that future resolutions on the road maintenance districts should be listed separately on the agenda.

Councilmember Taylor returned to the meeting.

## 8. REGULAR AGENDA

- ### a. Conduct Study Session to Consider Sample California Environmental Quality Act ("CEQA") Local Procedural Guidelines and provide direction to staff regarding bringing forward a policy for consideration at a future meeting of the Town Council

Town Attorney Catherine Engberg and staff assistant, Jon Biggs, presented a Study Session on the California Environment Quality Act (CEQA.) She provided three samples of CEQA guidelines, noting that the sample from City of Chino Hills was preferable to mirror. No action was taken.

Vice Mayor Hasko invited public comment:

Public Comment:

- Caroline Vertongan
- Carter Warr
- Kristi Corley
- Rita Comes
- Lynda Brothers

#### 9. COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

None.

#### 10. ADJOURNMENT

Vice Mayor Hasko adjourned the meeting at approximately 8:32 p.m.

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/s/ Sarah Wernikoff, Mayor

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/s/ Diego Ramirez, Interim Town Clerk

Approved by the Town Council at its September 11, 2024 meeting.