



**TOWN OF PORTOLA VALLEY**  
**Regular Meeting of the Town Council**  
**Wednesday, November 9, 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** – All Councilmembers were present.
2. **REPORT OUT OF CLOSED SESSION** - None
3. **ORAL COMMUNICATIONS**

The following members of the public spoke during Oral Communications:

- Lindsay Raike
- Caroline Vertongen
- Rita Comes
- Jim Beam

4. **ANNOUNCEMENTS/PRESENTATIONS**

- a. Receive Annual Presentation from San Mateo County Libraries

**Garrett Kuramoto, San Mateo County Library Manager**, presented the update.

The following members of the public spoke regarding the update:

- Danna Breen

5. **CONSENT AGENDA**

The following members of the public spoke regarding the Consent Calendar:

- Rita Comes
- Caroline Vertongen

M/S Richards/Derwin to approve the Consent Agenda. **Motion carried unanimously by roll call vote.**

- a. **Approval** of Action Minutes for the Regular Meeting of October 12, 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

6. **STUDY SESSION**

- a. **Receive** Update from Town Lobbyist – Year Review and 2023 Discussion

**Audrey Ratajczak, Town Lobbyist**, presented the update.

The following members of the public spoke regarding the item:

- Caroline Vertongen
- David Cardinal

**Discussion item only. No motion taken.**

7. **REGULAR AGENDA**

- a. **Receive** and Discuss the Quarterly Council Priorities Report

**Melvin Gaines, Assistant Town Manager**, presented the item.

The following members of the public spoke regarding the item:

- David Cardinal
- Caroline Vertongen
- Betsy Morgenthaler

**Discussion item only. No motion taken.**

- b. **Receive** Presentation on Administration Department Overview

**Jeremy Dennis, Town Manager**, presented the overview.

The following members of the public spoke regarding the item:

- Caroline Vertongen
- Rita Comes

## **8. COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS**

The Councilmembers below recently attended the following meetings:

**Jeff Aalfs** – Peninsula Clean Energy Board Meeting; Planning Commission Meeting

**John Richards** - Emergency Preparedness Committee Meeting

**Maryann Derwin** – Council of Cities in Burlingame; Resource Management Climate Protection Subcommittee; Stanford Global Energy Forum; Race & Equity Committee; San Mateo County Poet Laureate Project

**Sarah Wernikoff** – ADU Ambassador Subcommittee Meeting

**Craig Hughes** – Bicycle, Pedestrian & Traffic Safety Meeting; Wildfire Preparedness Committee Meeting

The following member of the public spoke regarding the item:

- Betsy Morgenthaler

## **9. TOWN MANAGER REPORT**

**Jeremy Dennis, Town Manager**, presented the report verbally.

## **10. ADJOURNMENT** – The meeting adjourned at 9:45 p.m.

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

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