

**PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING - APRIL 10, 2024**

1. CALL TO ORDER AND ROLL CALL

Mayor Wernikoff called the meeting to order at 7:00 p.m., noting she was attending remotely from Hotel June, 8639 Lincoln Blvd., Los Angeles, Calif. Interim Town Clerk Ramirez called the roll call.

Present: Councilmember Jeff Aalfs, Mary Hufty, Craig Taylor, Vice Mayor Judith Hasko and Mayor Sarah Wernikoff

Absent: None

Others: Town Manager Sharif Etman, Town Attorney Catherine Engberg, Assistant Town Manager Corie Stocker, Interim Town Clerk Diego Ramirez

2. PRESENTATIONS

None.

3. TOWN MANAGER REPORT

Town Manager Etman announced the April 24, 2024 "State of the Town" study session has been scheduled and stated a new building and planning director would be starting soon.

4. ORAL COMMUNICATIONS

The following members of the public addressed Town Council:

- Dale Pfau
- Caroline Vertongen

5. CONSENT AGENDA

Consent Agenda items 5.b., 5.c. and 5.f. were pulled for separate discussion.

The following members of the public provided comment:

- Rita Comes

Councilmember Aalfs made a motion, seconded by Councilmember Taylor, to approve the Consent Agenda items 5.a., 5.d. and 5.e. Motion passed by unanimous roll call vote.

- a. Approval of Regular Meeting Minutes of March 27, 2024
- b. Approval of Warrant List for April 10, 2024

Councilmember Hufty requested that staff provide a different format for presenting the Warrant List, if possible.

Vice Mayor Hasko made a motion, seconded by Councilmember Taylor, to approve the Consent Agenda item 5.b. Motion passed by unanimous roll call vote.

c. Approval of Town Manager Claims Authority

Town Attorney Engberg responded to questions of Vice Mayor Hasko regarding claims and claims limits.

Councilmember Taylor, made a motion, seconded by Councilmember Hufty, to approve the Consent Agenda items 5.c. Motion passed by unanimous roll call vote.

d. Approval of Pinpoint Contract

e. Approval of Resolution No. 2942-2024, Approving Modifications to the Town of Portola Valley Purchasing and Inventory Control Policy

f. Approval of Resolution No. 2947-2024, Approving Consumer Price Index / Cost of Living Adjustment for Town Staff

Councilmember Taylor inquired about the practice of deciding what the cost increases are and if there's a written Town policy. Town Manager Etman responded and explained the standard practice of providing CPI adjustments for Town Staff. He would like to add to the policy that the same month is used for comparison purposes, as well as a floor and ceiling.

Councilmember Aalfs moved approval of a Resolution No. 2942-2024, Approving the Consumer Price Index / Cost of Living of Three percent (3%) for Town Staff. Councilmember Hufty seconded the motion. Motion passed by unanimous roll call vote.

## 6. REGULAR AGENDA

a. Approve Annual Housing Element Progress Report for 2023

Adrienne Smith, Senior Planner, provided an update on the Housing Element Progress Report for 2023.

The following members of the public provided comment:

- David Cardinal
- Rita Comes
- Caroline Vertongen
- Jim White

Councilmember Hufty made a motion, seconded by Councilmember Hasko, to approve receipt of the progress report for 2023. The motion passed by unanimous roll call vote.

b. Subcommittee Report, Remaining Post-Adoption Plan Activities

The following spoke in public comments:

- Rita Comes

Councilmember Aalfs made a motion, seconded by Councilmember Hufty, to approve accept the subcommittee report on post-adoption plan activities. The motion passed by unanimous roll call vote.

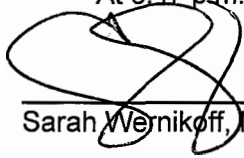
**7. COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS**

The following spoke in public comments:

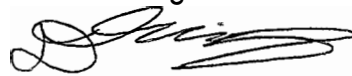
- Caroline Vertongen

**8. ADJOURNMENT**

At 9:47 p.m. the Vice Mayor Hasko adjourned the meeting.



Sarah Vernikoff, Mayor



Diego Ramirez, Interim Town Clerk

Readopted by the Town Council at its October 23, 2024 meeting.