

**PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING MINUTES - MARCH 27, 2024**

1. CALL TO ORDER- REGULAR SESSION

Vice Mayor Hasko called the meeting to order at 7:00 p.m., noting Mayor Sarah Wernikoff was not present. Interim Town Clerk Diego Ramirez called Roll Call.

Present: Councilmembers Jeff Aalfs, Mary Hufty, Craig Taylor and Vice Mayor Hasko

Absent: Mayor Sarah Wernikoff

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

2. PRESENTATIONS

a. Farmers Market Good Roots

Farmers Market representative “Joe” discussed the upcoming market season and new vendors included. He responded to Council questions.

b. Sequoia Healthcare District

Jerry Shefren, Board Member and Pamela Kurtzman, CEO, of the Sequoia Healthcare District, provided an update on the District’s services in San Mateo County. Council questions were answered by Mr. Schefren and Ms. Kurtzman.

3. TOWN MANAGER REPORT

Town Manager Etman welcomed Interim Town Clerk, Diego Ramirez. He discussed several items worth noting; a successful Council retreat on March 18, new Town Hall hours, noting closure on Fridays, recent Finance Committee meeting and upcoming financial audits, a budget study session and the decertification of the Town’s Housing Element.

4. ORAL COMMUNICATIONS

The following members of the public addressed the Town Council:

- Rita Comes
- Kristi Corley

5. CONSENT AGENDA

Councilmember Hufty requested to remove Item 5a for separate discussion. Town Manager Etman requested to remove Item 5b due to missing attachments.

The following member of the public provided comment:

- Rita Comes

a. Approval of Warrant List for March 27, 2024

Following discussion, regarding the Town contribution to PV Palooza, Councilmember Taylor made a motion to approve Consent Calendar item 5.a., seconded by Councilmember Aalfs. Motion passed by unanimous roll call vote. Mayor Wernikoff was absent.

b. ~~Approval of Pinpoint Contract~~ (Removed from Consent Agenda)

No action was taken on this contract.

Councilmember Taylor made a motion to approve Items 5 c. and 5 d., seconded by Councilmember Hufty. Motion passed by unanimous roll call vote. Mayor Wernikoff was absent.

c. Approval of Committee and Commission Assignment updates

d. Approval of Waiver of Conflict Leigh Prince

6. REGULAR AGENDA

a. Approve Maze & Associates agreements for FY 2021-22 and 2022-23 for Auditing Services

Town Manager Etman discussed the need for Maze & Associates to perform the audits and address any findings in the reports. Councilmember Hufty inquired about the scope of services and if an audit committee is needed. Town Manager Etman stated the Town has a Finance and Audit Committee.

The following member of the public provided comment:

- Rita Comes

Councilmember Hufty made a motion to approve Consent Agenda item 6.a., seconded by Councilmember Taylor. Motion passed by unanimous roll call vote. Mayor Wernikoff was absent.

7. COUNCIL LIAISON COMMITTEE AND REGIONAL AGENCIES REPORTS

Councilmember Taylor reported on three recent meetings (Finance, Architectural Site Control and a Fire Protection District.) Councilmember Hufty reported on a Conservation subcommittee. Vice Mayor Hasko discussed the evacuation plan.

The following member of the public provided comment:

- Kristi Corley

8. ADJOURNMENT

Vice Mayor Hasko adjourned the meeting at 8:29 p.m.



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Sarah Wernikoff, Mayor



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Diego Ramirez, Interim Town Clerk

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