

PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING MINUTES – DECEMBER 10, 2025

1. CALL TO ORDER / ROLL CALL

Mayor Hasko called the meeting to order at 7:02 p.m. Roll call was taken by the Clerk.

Present: Councilmembers Helen Wolter, Rebecca Flynn, Mary Hufty, Vice Mayor Craig Taylor, Mayor Judith Hasko

Absent: None

Others: Town Manager Darcy Smith, Assistant Town Manager Corie Stocker-Pedalino, Town Attorney Catherine Engberg, Finance Director Anthony McFarlane, Special Planning and Building Projects Manager Steve McHarris, Planning & Building Director Sarah Cawrse, Town Engineer Robert Burt, Town Clerk Veronica Dao

- 2. A.B. 2449 CONSIDERATIONS:** Announcements/Consideration and approval of request to attend remotely by Town Council, pursuant to AB 2449 (just cause and emergency circumstances) – None.

3. REPORT OUT FROM RECENT CLOSED SESSION

Town Attorney Engberg reported that Council went back in to Closed Session following the last regular meeting on November 12 to continue one item regarding performance evaluation of Town Attorney. There was nothing to report out. Town Attorney Engberg also gave an update on the anticipated litigation of the VLF shortfall.

4. PRESENTATIONS / PROCLAMATIONS – None

5. TOWN MANAGER REPORT

Town Manager Smith updated the Council on the following:

- Introduced new Planning & Building Director, Sarah Cawrse
- Recent AT&T and Comcast outages
- Financial audits update
- Finance committee meeting planned for January
- Townhall closure for winter holiday, December 25, 2025 – January 1, 2026

6. ORAL COMMUNICATIONS

Mayor Hasko invited public comment.

Public Comment

- Rita Comes
- Danna Breen
- Leslie Kriese

7. CONSENT AGENDA

Mayor Hasco invited public comment.

Public Comment

- Rita Comes

Consent Agenda item 7g was pulled for separate discussion and action.

Motion and second (Taylor, Wolter) to approve Consent Agenda items 7a – 7f and 7h – 7j. The motion carried unanimously by voice vote.

Motion and second (Flynn, Taylor) to approve Consent Agenda 7g. The motion carried unanimously by voice vote.

- Approve Special Meeting Minutes of November 12, 2025
- Approve Regular Meeting Minutes of November 12, 2025
- Consider Appointment of Patricia Murray to the Town Trails and Paths Committee
- Warrant List for December 10, 2025
- Consider Authorizing the Mayor to Execute a Professional Consultant Services Agreement for On-Call Building Permit Technician Consulting services with Shums Coda Associates
- Consider Authorizing the Mayor to Execute a Professional Consultant Services Agreement for On-Call Geotechnical and Engineering Services with Cotton Shires and Associates, Inc.
- Consider Authorizing the Mayor to Execute a Professional Consultant Services Agreement for On-Call Planning Services with Good City Company
- Consider Adoption of a Resolution Updating the Authorized Check Signers on Town Accounts at Technology Credit Union
- Consider Adoption of a Resolution Amending the Local Agency Investment Fund (LAIF) Authorization for the Transfer of Funds

- j. Resolution authorizing Charles Schwab to add the Town Manager as an authorized agent of the Charles Schwab account

8. REGULAR AGENDA

- a. Town Council Reorganization

Mayor Hasko gave remarks on her tenure as mayor.

Town Clerk Dao outlined the procedure for nominations and invited public comment.

Public Comment

- Ray Mueller
- Betsy Morgenthaler
- Danna Breen
- Karen Askey

Motion and second (Flynn, Hufty) to nominate Councilmember Taylor as mayor. The motion carried unanimously by roll call vote.

Mayor Taylor took over to chair the rest of the meeting.

Motion and second (Hasko, Taylor) to nominate Councilmember Hufty as Vice Mayor. The motion carried unanimously by roll call vote.

- b. Consider Adoption of a Resolution Ratifying Ordinance No. 14-2025 of the Woodside Fire Protection District, which Adopts the 2025 California Fire Code and the 2025 California Wildland-Urban Interface Code, including Specified Appendices, and as Modified by Local Amendments, and Determining that the Project is Exempt under the California Environmental Quality Act (CEQA)

Special Planning and Building Projects Manager McHarris introduced and presented the item.

Council asked questions of Division Chief Kim Giuliacci.

Mayor Taylor invited public comment.

Public Comment

- Rita Comes
- David Cardinal

Motion and second (Wolter, Hufty) to adopt a resolution ratifying Ordinance No. 14-2025 of the Woodside Fire Protection District, which adopts the 2025 California Fire and Wildland-Urban Interface Code. The motion carried unanimously by voice vote.

- c. Consider Adoption of a Resolution Adopting the Portola Valley Local Road Safety Plan and Determining that the Project is Exempt under the California Environmental Quality Act (CEQA)

Town Engineer Burtt presented the item.

Council asked questions and discussed the item.

Mayor Taylor invited public comment.

Public Comment

- David Cardinal
- Kristi C.
- Ed Holland

Motion and second (Flynn, Hasko) to approve the Local Road Safety Plan with the list of edits the mayor provided and any minor changes for typos mentioned by the Council. The motion carried unanimously by voice vote.

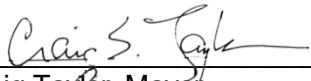
9. COUNCIL SUBCOMMITTEE, LIAISON COMMITTEE, AND REGIONAL AGENCIES REPORTS

Councilmembers reported on several local and regional meetings they attended recently.


Mayor Taylor invited public comment. None were received.

10. ADJOURNMENT

The meeting adjourned at 9:35 p.m.



Craig Taylor, Mayor



Veronica Dao, Town Clerk

Submitted for approval to the Town Council at its January 14, 2026 regular meeting.