

**PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING MINUTES – JANUARY 14, 2026**

**1. CALL TO ORDER / ROLL CALL**

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

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

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 Clerk Veronica Dao

- 2. SB 707 CONSIDERATIONS:** Announcements/Consideration of remote attendance by Councilmembers, pursuant to SB 707, Government Code 54953.8.3 (just cause circumstances) – None.

**3. REPORT OUT FROM CLOSED SESSION**

Mayor Taylor reported no reportable action.

**4. PRESENTATIONS / PROCLAMATIONS**

- a. Proclamation for Wildlife Awareness Month

Bonnie Crater of the Nature & Science Committee accepted the proclamation and gave remarks.

- b. Proclamation Honoring Martin Luther King Jr. Day

Mayor Taylor gave remarks and presented the proclamation to Rita Comes, who accepted on behalf of the community.

- c. Presentation of Annual Report by the San Mateo County Library Joint Powers Authority

Carmen Letona-Adams, Library Manager, gave a presentation on the annual report.

**5. TOWN MANAGER REPORT**

Town Manager Smith updated the Council on the following:

- Storms in town during the holidays; thank community volunteers, Woodside Fire, CERT team, and mayor for responding to help
- Windmill School flooding
- Reminder to maintain storm drains and utilities
- RFP for design of Ford Field bathroom and snack stand is posted
- Finance committee meeting scheduled for January 27 to review FY22-23 financial audits and mid-year budget

## 6. ORAL COMMUNICATIONS

Mayor Taylor invited public comment.

### Public Comment

- Kristi C.

## 7. CONSENT AGENDA

Mayor Taylor invited public comment.

### Public Comment

- Karen Askey
- Rita Comes

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

Motion and second (Hasko, Hufty) to approve Consent Agenda items 7a – 7e. The motion carried unanimously by voice vote.

Motion and second (Hasko, Flynn) to approve Consent Agenda 7f with the following changes:

- Councilmember Hufty as liaison for Airport Roundtable
- Addition of Commute.Org with Councilmember Wolter as liaison and Councilmember Hasko as alternate

The motion carried unanimously by voice vote.

- a. Approve Special Meeting Minutes of December 4, 2025
- b. Approve Regular Meeting Minutes of December 10, 2025
- c. Approve Warrant List for January 14, 2026
- d. Approve Appointment of Christopher Morace to the Conservation Committee

- e. Consider Waiving Further Reading and Adopting an Ordinance of the Town of Portola Valley Repealing and Replacing Chapter 15.04 [Building Code] of Title 15 [Buildings and Construction] of the Portola Valley Municipal Code Adopting by Reference the 2025 California Building Standards Code with Local Amendments and Determining that the Project is Exempt under the California Environmental Quality Act (CEQA)
- f. Receive Report and Confirm Appointment of Town Councilmembers to Serve as Liaisons, Representatives, and Alternatives to Town Commissions, Town Committees, Local Organizations, and Regional Agencies and Bodies for 2026 as Recommended by the Mayor

## 8. REGULAR AGENDA

- a. Receive Update and Provide Direction to Staff on the Draft Housing Element Amendment and Consider Authorizing Staff to Submit the Draft Housing Element Amendment to the State Department of Housing and Community Development

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

Mayor Taylor invited public comment.

### Public Comment

- Emily R.
- Betsy Morgenthaler
- Nona Chiariello
- Michael Ford
- Karen Askey
- Danna Breen

Council asked questions and discussed the item.

Motion and second (Hufty, Hasko) to submit Draft Housing Element Amendment to the State Department of Housing and Community Development. The motion carried unanimously by roll call vote.

- b. Town Manager Mid-Year Status Update of Current Fiscal Year 2025-26 Town Council Priorities Implementation Strategies

Town Manager Smith presented the item and gave an update.

Council asked questions and discussed the item.

Mayor Taylor invited public comment. None were received.

No action was taken.

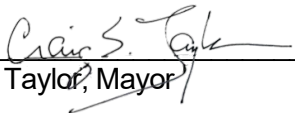
**9. COUNCIL SUBCOMMITTEE, LIAISON COMMITTEE, AND REGIONAL AGENCIES REPORTS**


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 9:02 p.m.

  
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Craig Taylor, Mayor

  
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Veronica Dao, Town Clerk

Submitted for approval to the Town Council at its January 28, 2026 regular meeting.