

**PORTOLA VALLEY TOWN COUNCIL REGULAR MEETING MINUTES – MARCH 11, 2026**

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

Mayor Taylor called the meeting to order at 7:03 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, Town Attorney Catherine Engberg, Planning & Building Director Sarah Cawrse, Town Clerk Veronica Dao

**2. SB 707 CONSIDERATIONS:** None.

**3. PRESENTATIONS / PROCLAMATIONS**

a. Annual Committee Presentations

- Conservation
- Finance

George Savage, Chair, of the Finance Committee, gave a presentation on committee work and priorities.

Marianne Plunder, Chair of the Conservation Committee, gave a presentation on committee work and priorities.

**4. TOWN MANAGER REPORT**

Town Manager Smith updated the Council on the following:

- Broom Pull on March 15
- Council Annual Strategic Priority meeting on March 16
- Additional telecommunications outages throughout the Town

**5. ORAL COMMUNICATIONS**

Mayor Taylor invited public comment.

Public Comment

- David Cardinal

- Rita Comes
- Annelise Connell

## 6. CONSENT AGENDA

Mayor Taylor invited public comment. None were received.

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

- a. Approve Regular Meeting Minutes of February 25, 2026
- b. Accept Warrant List for March 11, 2026

## 7. REGULAR AGENDA

- a. Receive the Annual Report on the Farmers' Market from Good Roots and Provide Direction to Staff on a Potential License Agreement Amendment

This item was continued to the next meeting, March 25, 2026.

- b. Receive Update and Provide Direction to Staff on the Draft Housing Element Annual Progress Report for 2025 and Consider Authorizing Staff to Submit the Draft Housing Element Annual Progress Report for 2025 to the State Department of Housing and Community Development and Office of Land Use and Climate Innovation

Planning & Building Director Cawrse and Contract Planner Brandon DeLucas presented the item.

Mayor Taylor invited public comment.

### Public Comment

- David Cardinal
- Karen Askey

Council asked questions and discussed the item.

The power went out at approximately 8:53 p.m. Council resumed their discussion to finish out the item.

Motion and second (Flynn, Wolter) to forward the Draft Housing Element Progress Report for 2025. The motion carried unanimously by voice vote.

Council recessed to a short break at 9:02 p.m. to resolve outage issues before resuming the meeting.

The Council resumed the meeting at 9:15 p.m. to continue the rest of the agenda.

- c. Receive Information about Current and New State Brown Act and Local Agency Official Training Requirements

Town Clerk Dao presented the item.

Council asked questions.

Mayor Taylor invited public comment.

Public Comment

- Kristi C.

No formal action was taken.

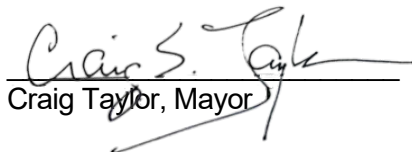
**8. COUNCIL SUBCOMMITTEE, LIAISON COMMITTEE, AND REGIONAL AGENCIES REPORTS**


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

Mayor Taylor invited public comment. None were received.

**9. ADJOURNMENT**

The meeting adjourned at 9:55 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 March 25, 2026 regular meeting.