



City of St. Helena
Special City Council Meeting
Tuesday, August 27, 2024 @ 5:30 PM
Vintage Hall, 465 Main Street, First Floor,
Wellness Center, St. Helena

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes.

The City Council meeting will be live-streamed on Comcast Channel 28 and on the City's website.

Public comment for City Council meetings will be accepted via email to publiccomment@cityofsthelelena.org. All public comments must be received three hours prior to the meeting. All other public comments received after the deadline will be attached to the item the next business day or soon thereafter. Public comments will not be read out loud but will be publicly available and attached to the on-line City Council agenda.

Simultaneous Spanish interpretation services during meetings can be scheduled upon request. To ensure interpreters are available, requests must be made at least 72 hours in advance by calling the Office of the City Clerk at (707) 968-2640 or emailing cityclerk@cityofsthelelena.org.

The schedule of upcoming meetings and published meeting agendas can be found on the City of St. Helena website at <https://sthelelena.civicweb.net/portal/>.

Servicios de interpretación en español durante la reunión pueden ser solicitados por el público. Para asegurar que los intérpretes estén disponibles, los servicios tienen que ser solicitados al menos 72 horas antes de la reunión llamando a la oficina de la Secretaria de la Ciudad al (707) 968-2640 o por correo electrónico a cityclerk@cityofsthelelena.org.

El horario de las reuniones publicadas y próximas puede ser localizado en el sitio de web de la Ciudad en <https://sthelelena.civicweb.net/portal/>.

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1. CALL TO ORDER
2. ROLL CALL
Mayor: Paul Dohring, Vice Mayor Eric Hall:, City Council Members: Anna Chouteau, Patrick Kenealy, Billy Summers
3. ADOPTION OF THE AGENDA
4. PUBLIC COMMENT:
Under California law, public comments at special meetings are limited to subjects on the agenda only. Therefore public comment will take place during consideration of the item. Each person's comments shall be limited to 4 minutes.
5. NEW BUSINESS:

- 5.1. The City of St. Helena received three applications for the Library Board of Trustees.

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Library Board of Trustees

Janet Myers resigned on June 11, 2024 leaving one opening with an expiring term June 30, 2025.

Three applications were received from Hailey Covey, Jonathan Furuta and Nadia Torres.

[Library Board of Trustees Application - Jonathan Furuta](#)

[Library Board of Trustees Application - Nadia Torres](#)

[Library Board of Trustees Application - Hailey Covey](#)

6. **ADJOURNMENT**

The next Regular City Council meeting is scheduled for August 27, 2024, at 6:00 p.m.

This agenda was posted at City Hall, 1088 College Avenue, and at Vintage Hall, 465 Main Street, St. Helena, California on August 22, 2024.



Cindy Tzaopoulos, City Clerk

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office (707) 967-2792. Notification 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the City Clerk's Office located at 1088 College Avenue, St. Helena, California, during normal business hours and by appointment. In addition, such writings or documents will be made available on the City's web site at <https://sthelena.civicweb.net> and will be available for public review at the respective meeting.



City of St. Helena
COMMISSION/COMMITTEE APPLICATION

CA-24-030

Received Date: July 15, 2024
Application Type: Library Board of Trustees

NAME:	Jonathan Furuta
ADDRESS:	1950 [REDACTED], St Helena, California, 94574
PHONE:	[REDACTED]
EMAIL ADDRESS:	[REDACTED]
LENGTH OF RESIDENCY:	1.5 years
EMPLOYER:	Ingenio, LLC - Lead Software Engineer
EMPLOYMENT STATUS:	Employed
REASON FOR APPLYING:	I would like to giving back to the St Helena Library. My son is almost 2 years old and has been attending story time every week for the last year and a half. My wife, my son, and I all attended The Silly Circus Show last week, such a fun afternoon treat for us. My son's passion for reading has been growing exponential, and we attribute that to the culture of the St Helena Library. We have all gotten community benefits from spending time in the wonderful St Helena Library. It would be an honor to advise on the library board and make strategic recommendations for the children, young adults, and entire St Helena community. I have borrowed a couple books in person, and I also borrow e-books to my kindle directly through the library. I work in technology as a software engineer and hopefully could make strides in providing technological guidance to push the St Helena library into the future.
EDUCATIONAL BACKGROUND:	UCLA Bachelor's of Science - Biochemistry, Minor in Music History
COMMUNITY INVOLVEMENT:	Boy Scouts of America - Eagle Scout rank
REFERENCE 1:	Name: Deborah Claymon Address: Phone Number(s): Email:
REFERENCE 2:	Name: John Harrington Address: Phone Number(s): Email:
REFERENCE 3:	Name: Verna Steinhauer Address: Phone Number(s): Email:

GENERAL QUESTIONS:

THIS DOCUMENT AND ALL ATTACHMENTS ARE AVAILABLE FOR PUBLIC INSPECTION

Have you ever attended a meeting of the Commission to which you are applying?

No

What is your understanding of the role and responsibility of this Commission?

I understand it as advising the library leadership and advising the city counsel on all library related topics.
Being a strong advocate for the library in the community, to accurately portray the library among the city, and
to be an ambassador to represent the library in a positive light.

What would be your goal(s) as a Commissioner?

To continue the excellence of the library and modernize for many generations to come.

I agree that all of the information contained in my responses to the questions on this application are true and accurate to the best of my knowledge. I further agree that, by checking the box below and submitting this application, online or otherwise, I am affixing my digital signature to this form as of the date submitted. I also agree that if appointed, I will serve on the Commission/Committee for which I have submitted this application.

☒ I AGREE

Jonathan Furuta

July 14, 2024

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City of St. Helena

CA-24-031

COMMISSION/COMMITTEE APPLICATION

Received Date: August 6, 2024

Application Type: Library Board of Trustees

NAME: Nadia Torres

ADDRESS: 4628 Woodhurst Ct., Saint Helena, CA, 94574

PHONE: 707-938-5538

EMAIL ADDRESS: nadia.torres@sthele.ca.gov

LENGTH OF RESIDENCY: 1982-current

EMPLOYER: St. Helena Unified School District

EMPLOYMENT STATUS: Employed

REASON FOR APPLYING: As a lifelong St. Helena resident, the SHPL has always been my happy place. I want to do my part to help ensure the continued growth and success of this incredible resource for all in our community.

EDUCATIONAL BACKGROUND: Saint Helena High School: Class of 2001
Sonoma State University: 2005; B.A in Latin American Studies and Liberal Studies/
K-12 teaching credential (Bilingual)
Concordia University Irvine: 2016; M.A. e.d in School Administration

OTHER RELEVANT EXPERIENCE: 8th grade math teacher: St. Helena Catholic School; 2003-2005
Dual Immersion Teacher: Napa Valley Language Academy (grades 5 & 6); 2005-2013
Spanish Teacher: St. Helena Primary & Elementary Schools; 2015-2019
Classroom Teacher: St. Helena Primary & Elementary Schools: 2019-Present

COMMUNITY INVOLVEMENT: Sun and Stars Montessori School Board of Directors: 2014
St. Helena Preschool for all Board of Directors: 2018-2022

REFERENCE 1: Name: Gillian Casey
Address: 4628 Woodhurst Ct., Saint Helena, CA 94574
Phone Number(s): (707) 938-5538
Email: gilliancasey@gmail.com

REFERENCE 2: Name: Laura Symon
Address: 1650 Spring Mountain Rd., Saint Helena, CA 94574
Phone Number(s): (415) 236-0110
Email: laurasymon@gmail.com

REFERENCE 3: Name: Angie Bond
Address: 1650 Spring Mountain Rd., Saint Helena, CA 94574
Phone Number(s): (415) 236-0110
Email: abond@sthelecaunified.org

GENERAL QUESTIONS:

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Have you ever attended a meeting of the Commission to which you are applying?

No

What is your understanding of the role and responsibility of this Commission?

To help ensure the growth and success of the SHPL

What would be your goal(s) as a Commissioner?

As an educator and parent, I know firsthand the important role that access to books and education has for a community. My goal is to bring my perspective as a member of the SH Latino community, as the parent of two SH teens and as an SH teacher to do my part to help ensure the continued growth and success of our public library and the power it provides for our town.

Have you previously served, or do you currently serve, on a St. Helena Commission or Committee? If yes, which one(s) and for what period of time?

No

I agree that all of the information contained in my responses to the questions on this application are true and accurate to the best of my knowledge. I further agree that, by checking the box below and submitting this application, online or otherwise, I am affixing my digital signature to this form as of the date submitted. I also agree that if appointed, I will serve on the Commission/Committee for which I have submitted this application.

☒ I AGREE

Nadia Torres

June 8, 2024

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City of St. Helena

CA-24-029

COMMISSION/COMMITTEE APPLICATION

Received Date: July 10, 2024

Application Type: Library Board of Trustees

NAME: Hailey Covey

ADDRESS: [REDACTED], St Helena, CA, 94574

PHONE: [REDACTED]

EMAIL ADDRESS: haileycovey@gmail.com

LENGTH OF RESIDENCY: 14 years

EMPLOYMENT STATUS: Other

REASON FOR APPLYING: Recommended by Stephanie Gamble and Deborah Claymon Boesch

EDUCATIONAL BACKGROUND:

Sonoma State University - Rohnert Park, CA
Bachelor of Science in Business Administration: Marketing, Wine Business (Double Concentration)
2009-2011

American Institute for Foreign Study – Florence, Italy
Study Abroad Program: General Business, Art History
2009

Santa Rosa Junior College - Santa Rosa, CA
Associate of Arts
2007-2008

Texas Tech University - Lubbock, TX
Pre-Professional Health Careers: Pre-Nursing, General Education
2005-2007

J.J. Pearce High School - Richardson, TX
2001-2005

COMMUNITY INVOLVEMENT:

Children's (Primary) Art Committee | Wine Committee, St. Helena Montessori School
Dec 2023 to Mar 2024
("Festa Primavera" auction and dinner fundraiser raised \$1.5 million for the school)

Youth Cheerleading Coach, St. Helena 'Carpy Gang'
May 2016 to Nov 2019

Spirit Program Director, St. Helena High School
May 2015 to May 2016

Spirit Program Director, Calistoga High School

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Oct 2011 to May 2015

E-Auction Committee, Napa Valley Vintners Association

May 2011 to June 2011

(Auction Napa Valley - 2011 Honorary Chair – Rombauer Vineyards)

New Media Subcommittee, Napa Valley Vintners Association

Jan 2010 to Jan 2011

REFERENCE 1:

Name: Katy Stambaugh

Address: 1600 S. [REDACTED]

Phone Number(s): (707) 237-4211

Email: kstambaugh@gmail.com

REFERENCE 2:

Name: Brandon Farrell

Address: 4504 Kennedy Court

Phone Number(s): (916) 498-0000

Email: bfarrell@st-helena.org

REFERENCE 3:

Name: Hannah Waters

Address: 1000 Graceland Drive

Phone Number(s): (707) 260-1000

Email: hannahwaters@st-helena.org

GENERAL QUESTIONS:

Have you ever attended a meeting of the Commission to which you are applying?

No

What is your understanding of the role and responsibility of this Commission?

Ambassador to the St Helena Public Library

What would be your goal(s) as a Commissioner?

As a public library advocate, my goals include promoting literacy, increasing community involvement, advocating for library needs and collaborating with other organizations.

Have you previously served, or do you currently serve, on a St. Helena Commission or Committee? If yes, which one(s) and for what period of time?

No

I agree that all of the information contained in my responses to the questions on this application are true and accurate to the best of my knowledge. I further agree that, by checking the box below and submitting this application, online or otherwise, I am affixing my digital signature to this form as of the date submitted. I also agree that if appointed, I will serve on the Commission/Committee for which I have submitted this application.

☒ I AGREE

Hailey Cook Covey

July 10, 2024

THIS DOCUMENT AND ALL ATTACHMENTS ARE AVAILABLE FOR PUBLIC INSPECTION

HAILEY C. COVEY

1001 [REDACTED] VE • ST. HELENA, CA 94574
 MOBILE: (707) [REDACTED] EMAIL: [REDACTED]

AMBASSADOR • PLANNING & COMMUNICATIONS • GUEST SERVICES • OPERATIONS

EXPERIENCED PROFESSIONAL, PARENT, AND ST HELENA RESIDENT

A caring, detail-oriented, and trustworthy professional looking to utilize over 17 years of business and volunteer experience in St Helena and Napa Valley. Seeking a role with the Library Board of Trustees in which I can impart my passion and knowledge for the benefit of the community with the St Helena Public Library.

HOSPITALITY • WINE, FOOD & AGRICULTURE • MICROSOFT OFFICE • PATRON RELATIONSHIPS

SUMMARY OF QUALIFICATIONS

- Holds a B.S. in Business Administration, with a double concentration in Marketing and Wine Business
- Over 17 years of wine industry experience in high-end, luxury hospitality, including over three years with Promontory
- Aims to employ a warm and welcoming demeanor with each patron, with a focus placed on being personable and attentive to the individual needs of each
- Excels in planning and communications, with experience handling incoming calls, inbound and outbound communications with inquiries and leads, coordinating direct correspondence to patrons, and handling relationship management
- Strives to provide the highest level of guest services and provide an exceptional experience, from coordinating reservations to scheduling visits to the winery through hosting guests
- Possesses a wide range of experience in a number of operational facets within the industry, with the ability to draw upon this background to effectively manage broad duties
- A continuous learner, with interests across many subjects and willingness to continually broaden knowledge base
- Adept at juggling and shifting multiple priorities while working under stringent pressure and time constraints
- Exceptional organizational, interpersonal, oral/written communication, listening, and problem resolution skills contributing to bottom-line results while providing world-class client service
- Proficient in Microsoft Excel, Word, Outlook, Microsoft Dynamics 365, and ShipCompliant
- Holds a valid California driver's license; able to meet all physical requirements

PROFESSIONAL WINE INDUSTRY EXPERIENCE

Beneath the Fog – St. Helena, CA
Founder

Mar 2022 to Present

- Founded a business focused on curating and coordinating itineraries for guests visiting Napa Valley
- Employs experience acquired as an ambassador at Promontory to elevate the experience of clients visiting the Napa Valley
- Utilizes local network and working knowledge of the wine and hospitality industries to attain an exceptional guest experience

Promontory (Domain HWH | Pacific Union Company) – Oakville, CA
On Site Ambassador

Jun 2017 to Jan 2021

- Communicated the culture of the family domain, and engaged with guests' interests across a variety of subjects as an ambassador and storyteller
- Strove to nurture and establish long-term relationships with existing patrons and guests
- Provided authentic tastings on property curating the experience to individual interests without compromising the core values of the Harlan Domain
- Assisted in developing relationships with local referral networks and being present at on-site and off-site events, as needed
- Aimed to provide exceptional hospitality and a memorable experience during hosting of private visits and special events
- Built rapport with guests, imparted information in a tailored approach about the winery's land, philosophy and wines
- Garnered positive responses to Founder's List; invited guests to acquire library wines and/or join the Founder's List
- Assisted with coordinating overall winery hospitality schedule of Promontory in partnership with the hospitality team
- Identified and assisted with designing constant improvements to the overall guest experience
- Coordinated acquisitions and wine delivery with the appropriate department (accounts receivable, inventory, and fulfillment)
- Supported with set-up and breakdown of visits and tastings, and ensured the winery was maintained in pristine condition
- Collected, recorded, and update the database with personal, preference and purchase history information for all guests

Seasonal Vineyard Intern

Mar 2020 to Jul 2020

- Assisted with GPS + GNSS vine mapping project to tie vine histories to mapped locations
- Aided the Viticulturist with the rigorous, caring, and thoughtful collection of viticulture data at all domain vineyards
- Afforded insights that enabled the winegrowing team to continuously advance the precision and responsiveness of farming practices
- Carried out additional duties including collecting various data for crop estimates, scouting vineyards for plant performance, supporting maturity sampling,

Macauley Vineyard – St. Helena, CA

Mar 2012 to Jun 2017

Hospitality + Operations Manager

- Served as the lead host for any guests visiting tasting facility, ensuring that each guest enjoys her/his experience, hosting with a focus that begins with initial contact and impression on through the end of the visit
- Represented Macauley brand at portfolio tastings within and outside of California
- Built customized itineraries for customers to further provide high customer service in conjunction with developing a referral network within the Napa Valley
- Oversaw operations, served as the main point of contact for team members, vendors, warehouses, and direct to consumer
- Executed marketing endeavors including email, social media, and marketing copy and collateral (release letters, order forms, shelf-talkers) from inception
- Carried out additional duties including maintaining Macauley Vineyards tasting room, communicating brand positioning, maintaining company website, leading hospitality/industry and revenue events, presiding over inventory, building client relationships, and enhancing local industry contacts

Hunnicutt Wines - St. Helena, CA

Aug 2013 to Nov 2013

Vintner Internship

- Assisted with various winemaking duties for 20 wine brands managed by 13 winemakers at Hunnicutt's custom crush facility

Rombauer Vineyards, Inc. - St Helena, CA

Aug 2008 to Oct 2011

Accounts Receivable | Marketing Assistant

May 2009 to Oct 2011

Hospitality

Aug 2008 to Dec 2008

EDUCATION

Sonoma State University - Rohnert Park, CA
Bachelor of Science in Business Administration: Marketing, Wine Business (Double Concentration)

American Institute for Foreign Study – Florence, Italy
Study Abroad Program: General Business, Art History

Texas Tech University - Lubbock, TX
Pre-Professional Health Careers: Pre-Nursing, General Education

TECHNICAL SKILLS

Proficient in the use of MS Office (Word, Excel, PowerPoint), Microsoft Dynamics 365, and ShipCompliant as well as standard office software applications and databases including RMS, POS, Kwig Tag, Navision; basic knowledge of Adobe Creative Suite (Photoshop, Dreamweaver, Illustrator etc.), Vertical Response, eWinery Solutions, Vin65, and Copperpeak Logistics.

CERTIFICATIONS

Introductory Sommelier Certified - Court of Master Sommeliers, Americas
CA Responsible Beverage Server Certified • Fork-lift Operation, Site- Specific Certified
California Mandated Reporter • CPR Certified • NCA Coaching Certification • First-Aid Certified • NHFS Certified

VOLUNTEERISM & COMMUNITY INVOLVEMENT

Children's (Primary) Art Committee Wine Committee, St. Helena Montessori School ("Festa Primavera" auction and dinner fundraiser raised \$1.5 million for the school)	Dec 2023 to Mar 2024
Youth Cheerleading Coach, St. Helena 'Carp' Gang	May 2016 to Nov 2019
Spirit Program Director, St. Helena High School	May 2015 to May 2016
Spirit Program Director, Calistoga High School	Oct 2011 to May 2015
E-Auction Committee, Napa Valley Vintners Association (Auction Napa Valley - 2011 Honorary Chair – Rombauer Vineyards)	May 2011 to June 2011
New Media Subcommittee, Napa Valley Vintners Association	Jan 2010 to Jan 2011