



**City of St. Helena
Finance Committee
Regular Meeting
1088 College Avenue, St. Helena, CA 94574
Thursday, March 13, 2025 @ 3:00 PM**

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. Members of the public and other parties are welcome to email their comments to the Staff Liaison Mandy Kellogg at mkellogg@cityofsthelena.org

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1. CALL TO ORDER
2. ROLL CALL
Chair: Mark Smithers
Vice Chair: Garry Rose
Members: Arlene Corsetti, Christopher Warner, Richard Garber, Gregg Dawley, George Schisler
City Council Member Liaison: Aaron Barak
Staff Liaison: Mandy Kellogg, Administrative Services Director
3. PUBLIC FORUM:
An opportunity for the public to directly address the Committee on items of interest to the public that are not listed on the agenda. Any person addressing the Committee should provide his or her name and address, and limit comments to four minutes. **Because of restrictions imposed by the Brown Act, the Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.**
4. REPORTS BY STAFF AND COMMITTEE:
Reports by staff and/or committee on items of general interest. ***Brief questions for clarification may be posed and answered, and Committee may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the Finance Committee.***
5. SCHEDULED MATTERS:
 - 5.1. Review and Discuss Updated Budget Schedule
[Fiscal Year 2025-26 and 2026-27 Budget Calendar](#)
 - 5.2. Review and Discuss the March 11, 2025 City Council [Staff Report](#) on Structural Deficit
 - 5.3. Review Unfunded Pension Liability
[Staff Report](#)
 - 5.4. Review and Discuss [Measure H \(GO Bond\) Status](#)
 - 5.5. Subcommittee Updates
6. ADJOURNMENT
The next regular Finance Committee meeting is scheduled for TBD date,

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City Hall, 1088 College Avenue, St. Helena.

This agenda was posted at City Hall, 1088 College Avenue, St. Helena on March 10, 2025.

Mandy Kellogg, Administrative Services Director

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact City Hall at (707) 967-2792. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility.

OPERATION & MAINTENANCE BUDGET BUDGET CALENDAR FISCAL YEAR 2025-26 and 2026-27				
Date	Day	Duration	Item	Completed
January 6, 2025	Tuesday		Non-Profit grant application posted and available to applicants	✓
February 28, 2025	Friday	1 day	Non-Profit grant applications due	✓
February 28, 2025	Friday	1 Day	Department Heads submit budget amendment requests to Finance Division	✓
March 3 - March 7, 2025		5 working days	Finance Division compiles budget amendments for review	
March 3 - 14, 2025		10 working days	Finance Division reviews Non-Profit grant applications for eligibility	
March 10 - 21, 2025		10 working days	City Manager, Administrative Services Director, and Department Heads meet to review budgets and verify budget requests align with City Council Goals	
March 24, 2025	Friday	1 Day	Non-Profit grant applications presented to City Council working group (Mayor and Vice-Mayor) for review	
March 28, 2025	Friday	1 Day	Administrative Services Director submits Draft Budget to Finance Committee	
April 3, 2025	Thursday	Finance Committee Meeting	Cost Allocation Presentation to Finance Committee	
April 17, 2025	Thursday		Finance Committee discussion on Draft Budget	
April 21 - May 2, 2025		10 working days	Finance Division prepares Budget Presentation for City Council	
April 22, 2025	Tuesday	City Council Meeting	Department Head presentations to City Council	
May 12, 2025	Monday	Community Meeting	Community Budget Presentation at the Cameo	
May 13, 2025	Tuesday	City Council Meeting	Non-Profit summaries presented to City Council for consideration and award Presentation of Draft FY 2025-26 and 2026-27 Budget to City Council	
June 3, 2025	Tuesday	Planning Commission Meeting	5-year CIP Project list presented to Planning Commission for consistency with the City's General Plan.	
June 10, 2025	Tuesday	City Council Meeting	Presentation and Adoption of Two-Year Budget Presentation and Proposed Adoption of 5-year CIP Project list	
July 1, 2025			Finance Division prepares final Operation & Maintenance Budget for distribution	