



**City of St. Helena
Finance Committee
Regular Meeting
1088 College Avenue, St. Helena, CA 94574
Monday, November 17, 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@cityofstheleena.gov. All public comments must be received three hours prior to the meeting. 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 online agenda.

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1. CALL TO ORDER
2. ROLL CALL
Chair: Arlene Corsetti, Vice Chair: Christopher Warner, Members: Gregg Dawley, Richard Garber, Garry Rose, George Schisler, Mark Smithers
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.**

3.1. [Public Comment - Deanna M. Griffin, Friends & Foundation, St. Helena Public Library](#)

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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. CONSENT CALENDAR:
Members of the Finance Committee or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, on motion may be used to adopt all recommendation actions.

NONE

6. SCHEDULED MATTERS:

- 6.1. Reports from subcommittees
- 6.2. Discussion of the process, scope, schedule, and meeting timeline for completing and approving the final year-end Committee report
- 7. FUTURE AGENDA ITEMS:
- 8. ADJOURNMENT
The next regular Finance Committee meeting is scheduled for TBD at 3:00 pm, City Hall, 1088 College Avenue, St. Helena.

This agenda was posted at City Hall, 1088 College Avenue , St. Helena on November 14, 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.

FRIENDS&FOUNDATION
ST. HELENA PUBLIC LIBRARY

CITY OF ST. HELENA FINANCE COMMITTEE
11/17/25 MEETING

PUBLIC COMMENT, PUBLIC FORUM MEETING SEGMENT

Greetings, Committee Members and Council Liaison.

As this meeting's Scheduled Matters do not include breakdown of which subcommittees are reporting, nor in what order, I submit this Comment for the Public Forum section, yet it specifically pertains to the topic of financial consideration and analysis of Capital Improvement Planning (CIP) and CIP analysis and budgeting. The timing of notifying you of this now is due to the City's sequencing of meetings this week.

Friends & Foundation, St. Helena Public Library (FFSHPL) is preparing an offer to research, engage in, and pay for (though not facilitate) a comprehensive facility assessment to be conducted by an uninvolved highly-qualified third party that specializes in facility assessments of libraries. This offer is made to the City's Library Leadership, Community Services department, the City itself, and elected Council members and Mayor. Carrying out of this offer is, of course, contingent on all required parties accepting this offer and consenting to accommodate the work and to accept the resulting report. FFSHPL will ensure that the third party will be one that meets all qualifications for City employment, even if the City is not picking up the tab.

The proposed report would not be advisory nor would it assume any particular necessity of a dedicated future use of the building nor site. It simply would be created to have current data, under the hypothetical assumption that the building is likely to be used as the Public Library serving St. Helena residents in the near and middle term, at least. No matter what else is going on in the City in regard to addressing the financial circumstances, it is unlikely that a hasty change of facility for the Public Library function would be cost effective or wise. The Library's services are too critical to the enjoyment, education, self-fulfillment, economic strength, and communal conviviality to put them on pause without a firm future plan. For the comprehensive facility assessment, the idea is to gather and present an informed summary of the condition and potential—and potential needs—of the SHPL site for that purpose. The near and middle term timeline reflects a reasonable period necessary for genuine community evaluation of priorities and potential.

I do not expect such a report to be complete in time for your previously discussed accelerated timeline to render Finance Committee report(s) to the City Council. This message is to inform you of the hopeful intention of having better data to work from in regard to the SHPL site and its capital needs, in the near future.

FRIENDS&FOUNDATION
ST. HELENA PUBLIC LIBRARY

CITY OF ST. HELENA FINANCE COMMITTEE
11/17/25 MEETING

PUBLIC COMMENT, PUBLIC FORUM MEETING SEGMENT

Background: The most recent thoughtfully prepared study of the St. Helena Public Library facility of which I am aware dates to 2017 with the purpose of informing the spring 2018 SHAPE report. Per his verbal report to the SHPL Library Board of Trustees at last week's convening, Joe Leach (Public Works Director, man of many hats) clearly indicated that a *small minority* of items identified in the 2017 report as meriting improvement have actually been addressed since 2018. These *primarily* were completed to comply with obligatory federal ADA mandates or to respond to unscheduled failures or near-failures. Further, PW Director Leach confirmed that the SHPL does not presently appear on the City's 5-year CIP, nor had it appeared on the CIP in recent memory.

Regrettably I am not in St. Helena for the November 17 convening of your group and resort to written public comment on behalf of the charity *Friends & Foundation, St. Helena Public Library*.

Respectfully submitted,

Deanna M. Griffin

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