



**City of Helen
Georgia's Alpine
Village**

25 Alpenrosen Strasse
PO Box 280
Helen, Georgia 30545
706-878-2733
706-878-1655 -fax
www.cityofhelen.org



The City of Helen is an equal
opportunity provider and employer

**CITY OF HELEN
COMMISSION MEETING
SEPTEMBER 16, 2025
10:00 A.M.
AGENDA**

Commissioners:

Lee Landress
Steve Fowler
Mervin Barbree
Cliff Hood
Helen Wilkins

City Manager:

Darrell Westmoreland

City Clerk:

Marilyn M. Chastain

Finance Director:

Mona Wood

Chief of Police:

Aletha Barrett

Clerk of Court:

Jaclyn Burke

**Building and Zoning
Administrator:**

Jonah Casper

Public Works

Director:

Jack Morgan

Fire Department

Chief:

Jody Prickett

1. CALL TO ORDER BY MAYOR CLIFF HOOD
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. SALUTE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM AUGUST 19, 2025
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY C.V.B. MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. CITY MANAGER UPDATE
REMINDER OF SPECIAL CALLED MEETING ON SEPTEMBER 22, 2025 AT 10:00
A.M. FOR AN ALCOHOL LICENSE FOR LISA MANN EVERETT OF THE CORNER
CREPERIE AND COCKTAILS, LLC
 - B. FINANCIAL REPORT
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
14. PURCHASES AND BIDS
15. ORDINANCES
16. RESOLUTIONS

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

THIS AGENDA WAS POSTED SEPTEMBER 12, 2025 @ 11:15 A.M.

THE MEETING AGENDA IS SUBJECT TO CHANGE AND IS NOT FINAL UNTIL APPROVED BY THE CITY OF HELEN COMMISSION AT THE COMMISSION MEETING STATED HEREIN.



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**CITY OF HELEN
COMMISSION MEETING
AUGUST 19, 2025
MINUTES OF MEETING**

Commissioners:

Lee Landress
Steve Fowler
Mervin Barbree
Cliff Hood
Helen Wilkins

The Helen City Commission met on Tuesday, August 19, 2025, in the commission chambers at Helen City Hall. Mayor Cliff Hood called the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll. The following commissioners were present: Mayor Cliff Hood, Commissioner Helen Wilkins, Commissioner Steve Fowler, and Commissioner Mervin Barbree. Commissioner Lee Landress was absent.

City Manager:

Darrell Westmoreland

Also, in attendance were City Manager Darrell Westmoreland, Finance Director Mona Wood, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Aletha Barrett, Building & Zoning Director Jonah Casper, and Fire Chief Jody Prickett. Public Works Director Jack Morgan were absent.

City Clerk:

Marilyn M. Chastain

Pledge of Allegiance was given.

Finance Director:

Mona Wood

APPROVAL OF AGENDA; Motion to Amend the Agenda with the addition to number 19 adding Real Estate Acquisition and Personnel and with a motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Mervin Barbree. Motion approved with a unanimous vote of those attending.

Chief of Police:

Aletha Barrett

Clerk of Court:

Jaclyn Burke

APPROVAL OF MINUTES FROM JULY 15, 2025 AND JULY 28, 2025 SPECIAL CALLED MEETING; Motion to approve the July 15, 2025 Minutes made by Commissioner Steve Fowler, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of those attending.

**Building and Zoning
Administrator:**

Jonah Casper

Motion to approve the July 28, 2025 Minutes made by Commissioner Mervin Barbree, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of those attending.

**Public Works
Director:**

Jack Morgan

PUBLIC HEARING; THIRD PUBLIC HEARING FOR PROPERTY TAX INCREASE; Motion to go into the Public Hearing made by Commissioner Steve Fowler, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of those attending. There were no comments.

**Fire Department
Chief:**

Jody Prickett

Motion to come out of the Public Hearing made by Commissioner Steve Fowler, 2nd by Commissioner Mervin Barbree. Motion approved with a unanimous vote of those attending.

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COMMISSION MEETING
AUGUST 19, 2025
MINUTES OF MEETING
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COMMISSION VOTE ON 2025 MILLAGE RATE; Mayor Cliff Hood explained that the Millage rate is the same as last year's rate that unless there were improvements made that made the value go up on the assessment there would not be a tax increase. Motion to approve last year's Millage Rate of 3.782 made by Commissioner Steve Fowler, 2nd by Commissioner Mervin Barbree. Motion approved with a unanimous vote of the Commission attending.

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Pam and Randy Summers asked Police Chief Aletha Barrett to join them at the podium and presented her with a check for the White Christmas of \$5700.00 for the Logo's sold for the Keg Tapping T-shirts and that an additional \$200.00 in pre sales on the shirts had also been raised. The Summers were thanked for their hard work.

ALPINE HELEN/WHITE COUNTY C.V.B. MONTHLY REPORT; Report included as an integral part of the Minutes. Director Jerry Brown was present and gave a verbal report.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Judy Holloway was present and gave a verbal report stating that they already have 68 vendors signed up for the KrisKringle Mart, and told of continued upgrades being made at the festhall.

ADMINISTRATIVE

A. CITY MANAGER UPDATE; City Manager Darrell Westmoreland informed the Commission of a continual water leak at City Hall and believes it has been found outside near the front walkway, and how relieved he is that it is not under the building's concrete floor. He then informed them of the need to re-do the unloading and handicap spaces on Dye Street, then of the Pole Banners coming down and Garland going up for the fall decorations. Next he stated that the State Highway Department would begin milling of Main Street from the bridge at Paul's to the top of the hill and plans to pour concrete instead of pavement, this is to start on the 12th which was delayed due to the weather. He then turned it over to Fletcher Holliday the City's Engineer from EMI to give a verbal report of projects underway. A copy of the written report will become an integral part of the Minutes.

DISCUSSION OF GORUNDWATER EXPLORATION AND CONVEYANCE AGREEMENT; City Engineer Fletcher Holliday explained that the property that is being discussed for annexation has potential well sites and that the developer has agreed to allow, and will deed to or give an easement to the City should a suitable site be found, but that a new water source would be needed to handle the new development. There was also

**CITY OF HELEN
COMMISSION MEETING
AUGUST 19, 2025
MINUTES OF MEETING
PAGE 3**

discussion of the need for a Booster pump for the new development. City resident David Wilkins asked where the sewer line would go for the new development which Fletcher Holliday stated would be up to the Engineering firm that is developing the project.

B. FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Director Mona Wood gave a verbal report stating that hotel/motel revenue continues to soften and that sales tax and SPLOST are holding steady. Motion to approve the Financial Report made by Commissioner Steve Fowler, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of those attending.

POLICE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Police Chief Aletha Barrett gave a verbal report and stated that crimes are trending down.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett gave a verbal report and stated that call numbers are also down in the Fire Department, and stated that due to the size of the new ladder truck it will require a lot of training. City Manager Darrell Westmoreland stated that the 2016 Polaris 6x6 will be titled to the City as part of the trade with the County on the old ladder truck and that it will be stationed at the new Fire Department that is to be built on Duncan Bridge Road.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. City Manager Darrell Westmoreland stated that things continue to be busy for the department and they have started decorating for fall with the hay bales.

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Building & Zoning Director Jonah Casper gave a verbal report.

PUBLIC HEARING – PROPOSED ZONING CLASSIFICATION OF R-5 (SEASONAL RESIDENTIAL) FOR WHITE COUNTY TAX MAP H04E-007 AND TAX MAP 057-001; OWNED BY HZM PROPERTIES, LLC, AND PROPOSED FOR ANNEXATION INTO THE CITY OF HELEN GEORGIA; Motion to go into the Public Hearing made by Commissioner Mervin Barbree, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission attending.

There were no comments made.

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Motion to come out of the Public Hearing made by Commissioner Helen Wilkins, 2nd by Commissioner Mervin Barbree. Motion approved with a unanimous vote of those attending.

B. PUBLIC HEARING – PROPOSED ZONING CLASSIFICATION OF R-2 (MEDIUM DENSITY RESIDENTIAL) FOR WHITE COUNTY TAX MAP H04E-031 OWNED BY CARVAL GRIZZLE; AND PROPOSED FOR FULL ANNEXATION OF SAID PARCEL INTO THE CITY LIMITS OF HELEN GEORGIA; Motion to go into the Public Hearing made by Commissioner Mervin Barbree, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of those attending.

There were no comments made from the Public.

Motion to come out of the Public Hearing made by Commissioner Helen Wilkins, 2nd by Commissioner Mervin Barbree. Motion approved with a unanimous vote of the Commission.

Building & Zoning Director Jonah Casper stated that the Planning, Design & Review Board had forwarded to the Commission the recommendation that a Variance be approved with the conditions met for a storage building behind the Gold & Gem Outpost on South Main Street for Chad Jackson. Motion to approve the Variance with conditions met made by Commissioner Mervin Barbree, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of those attending.

PURCHASES AND BIDS; None

ORDINANCES

A. ANNEXATION ORDINANCE 25-08-01; ANNEXATION OF WHITE COUNTY TAX MAP H04E-007 AND TAX MAP 057-001; OWNED BY HZM PROPERTIES, LLC INTO THE CITY OF HELEN GEORGIA; AND APPROVAL OF A ZONING CLASSIFICATION OF R-5 FOR SAME; Motion to approve made by Commissioner Mervin Barbree, 2nd by Commissioner Steve Fowler. Commissioner Helen Wilkins abstained from the Vote. Motion approved with a unanimous vote of the majority attending.

B. ANNEXATION ORDINANCE 25-08-02; ANNEXATION OF WHITE COUNTY TAX MAP H04E-031 OWNED BY CARVAL GRIZZLE; INTO THE CITY OF HELEN, GEORGIA AND APPROVAL OF A ZONING CLASSIFICATION OF R-2 FOR SAME; Motion to approve made by Commissioner Mervin Barbree, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of those attending.

**CITY OF HELEN
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City Manager Darrell Westmoreland explained that the 2018 Tax Map showed a shift of the City limits which this will correct as it should be and that Ms. Grizzle's property was shown as part in the city and part in the county and that she has asked to be totally annexed into the City and is aware that she will have to pay City property taxes.

RESOLUTIONS; None

EXECUTIVE SESSION TO DISCUSS PENDING/POTENTIAL LITIGATION, Land Acquisition, Personnel; Motion to go into Executive Session at 11:05 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Mervin Barbree. Motion approved with a unanimous vote of those attending.

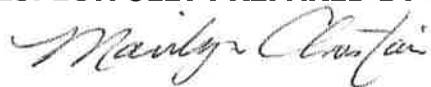
No motions were made as a result of the Executive Session.

Motion to come out of the Executive Session at 12:06 p.m. and resume the regular Commission meeting made by Commissioner Mervin Barbree, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of those attending.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 12:07 p.m. made by Commissioner Steve Fowler, 2nd by Commissioner Mervin Barbree. Motion approved with a unanimous vote of those attending.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

A handwritten signature in cursive script, appearing to read "Marilyn Chastain", written in dark ink.



Alpine Helen/White County Convention & Visitors Bureau

P.O. Box 730 • Helen, Georgia 30545 • 706-878-2181 • FAX 706-878-4032

CVB Report August, 2025

ADVERTISEMENTS:

- Travel Media Press Room (LRC) – Oktoberfest Parade and Celebrations.
- August CVB E-newsletter.
- LRC Report – Social Media post.
- Atlanta Magazine.
- Georgia EMC Magazine.
- South Carolina EMC Magazine.
- Blue Ridge Country Magazine.
- Georgia Trend Magazine.
- North Georgia Living Magazine.
- Group Tour Magazine.
- Atlanta Home Magazine.
- American Road Magazine.
- Georgia Design Magazine.
- 365 Atlanta Traveler.com – Stomp your heart out at Yonah Mountain Vineyards – Crush Fest. 100,000 Impressions, with an estimated value of \$925.
- Family Destination Guide.com – 7 Stunning Towns in Georgia that are all about simple living and zero stress – Helen. 1.1 million Impressions, with an estimated value of \$10,426.
- Extended Weekend Getaways – Helen. 97,380. Impressions, with an estimated value of \$133,000.
- Family Destination Guide.com – 15 slow-Paced towns in Georgia where time slows down and life feels lighter – Helen. 1.2 million Impressions, with an estimated value of \$11,360.
- World Atlas.com – 8 Fairy tale Small Towns in Georgia – Helen. 6.7 million Impressions, with an estimated value of \$62,325.

- Family Destination Guide – The mouth-watering fudge at this Chocolate shop is worth the drive from anywhere in Georgia – Hansel & Gretels – Helen. 1.2 million Impressions, with an estimated value of \$11,360.
- World Atlas.com – 9 of the most adorable towns in the United States – Helen. 7.3 million Impressions, with an estimated value of \$67,742.
- Family Destinations Guide.com – 10 Dreamy Mountain towns in Georgia that feel like a cozy Hallmark Set – Helen. 1.2 million Impressions, with an estimated value of \$11,360.
- World Atlas.com – 7 Ideal Georgia Destinations for a 3 Day weekend – Helen. 7.3 million Impressions, with an estimated value of \$67,420.
- Family Destinations Guide.com – This stunning State Park in Georgia is so hidden, it's almost forgotten – Smithgall Woods – Helen. 1.2 million Impressions, with an estimated value of \$11,360.

WELCOME CENTER:

- 3,083. Visitors stopped by the Welcome Center in August.
- Helen Travel Guides delivered over 369 cases of the new guides. Mailed out an additional 98 Travel Guides by request in August. We had 115 Travel Guide downloads.
- Website visits for the month of August 102,000, with 99,000. Unique/new visitors 3.08 page visits per session with over 378,000 page views with duration of 2:45minutes per view. Bounce rate 49.02% with the first and third pages being most viewed.

TRAVEL SHOWS/MEETINGS:

- August 6th – Director Brown met with Ruth Carter w/ LRC to finalize the Travel Writers Media visit at the end of the month.
- August 8th – Director Brown met with Advance Travel & Tourism to review the June/July reporting.
- August 10th – Director Brown met with the production company of Merth & Mischief to plan for next year's show.
- August 13th & 14th – Director Brown attended the State Senate Study Committee meeting in Gainesville. The committee was asked to come up with a plan to make Georgia the top state in Tourism.
- August 25th – Director Brown – Had a phone meeting with Don Ostrowsky to set up his Oktoberfest performances in the band shell through October, which the City Commission agreed to pay for his services.

9/25

Water/Wastewater - Infrastructure Projects Update - City of Helen

Groundwater Development:

The hydrogeologist retained by the City has identified four potential sites for groundwater exploration. The City has elected to proceed with development at the Lenzen Property site. Additional locations will be evaluated and recommended following initial development activities. Concurrently, EMI is preparing an ARC grant application to support future groundwater well projects. The City will need to complete a procurement process for engineering services.

Well No. 11 (Lenzen Property):

Well design is underway; waterline route is on hold due to road and water/sewer design of development behind City property. Correspondence has been submitted to the City.

Sanitary Sewer Evaluation Survey (SSES):

All scheduled sanitary sewer point repairs, manhole sealing, and CIPP (cured-in-place pipe) work have been completed. Additional point repairs are planned for later this year.

Land Application System (LAS) Improvements:

Solids removal from the large pond is scheduled for later this year. Design work for Spray Fields 4 and 5 is completed, pricing from the contractor will follow shortly thereafter, with work beginning this fall.

Capital Improvement Plan (CIP):

Final CIP has been presented to the City, which includes a recommendation for a rate increase.

LAS Vegetation Plan

Preparation of design plans, tree planning schedule, and bid package is moving forward with proposed scheduled. Initiation of vegetation plan later this fall.

Telescopic Valve:

Preliminary engineering has been completed, site visit, survey and ultimate design is scheduled to be completed by year end.

Zone Meters:

Preliminary engineering of water system zoning has been completed, locations of zone meters, water system plans, zone meter details and bid documents are scheduled to be completed within the next few months.

The following is the City code section dealing with contracts:

- **Sec. 6.27. - Contracting procedures.**

No contract with the city shall be binding on the city unless:

- (1) It is in writing;**
- (2) It is drawn by or submitted to and reviewed by the city attorney; and**
- (3) It is made or authorized by the city commission and such approval is entered in the city commission minutes.**

(1986 Ga. Laws (Act No. 1038), page 4397, § 1)

Through no fault of the current Staff, the City, over the years, has drifted away from following this policy and ordinance. As a Commissioner, I am requesting that the City begin to adhere to this Ordinance.

With that said, and in accordance with Section 2-50 of the Helen Code, I, as Mayor am requesting that the Commission amend Section 6.27 to make it easier for the City Manager and staff to administer.

My suggestion would be to add a provision that authorizes the City Manager to approve any contracts or bids under \$50,000, as long as the expenditures are in the approved City Budget for that current year. All other contracts or bids would come to the City Commission for approval and be entered into the minutes.



CITY OF HELEN
FINANCIAL REPORT SUMMARY
TWO MONTHS ENDED AUGUST 31, 2025
TAX REVENUES SUMMARY COMPARISON

TAX REVENUES**HOTEL/MOTEL TAX FUND****Monthly Comparison**

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
324,141	307,977	-16,164	-4.99%

Fiscal YTD Comparison - Two Months Ended 8/31/25

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
630,578	585,838	-44,740	-7.10%

SALES TAX**Monthly Comparison**

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
150,895	157,608	6,713	4.45%

Fiscal YTD Comparison - Two Months Ended 8/31/25

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
295,449	301,919	6,470	2.19%

BEER/WINE/LIQUOR EXCISE TAX**Monthly Comparison**

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
16,918	14,049	-2,869	-16.96%

Fiscal YTD Comparison - Two Months Ended 8/31/25

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
33,291	29,383	-3,908	-11.74%

MIXED DRINK TAX**Monthly Comparison**

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
11,648	8,812	-2,836	-24.35%

Fiscal YTD Comparison - Two Months Ended 8/31/25

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
22,359	19,734	-2,625	-11.74%

2020 SPLOST**Monthly Comparison**

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
149,387	156,043	6,656	4.46%

Fiscal YTD Comparison - Two Months Ended 8/31/25

<u>Aug-24</u>	<u>Aug-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
292,497	298,925	6,428	2.20%

Fiscal YTD Comparison - Two Months Ended 8/31/25

<u>Budget</u>	<u>Actual</u>	<u>% Inc(Dec)</u>
1,700,000	298,925	17.58%

<u>Cumulative #57</u>	<u>Estimated 2020</u>	<u>Difference</u>	<u>% of Estimate</u>
7,162,455	5,600,000	-1,562,455	127.90%



Unaudited Draft

2021 Construction Fund

Account Summary

Date Range: 08/01/2021 - 8/31/25

	Original Budget	To Date 8/31/25	Available @ 8/31/25	Available @ 8/31/25 Budget Reallocation
HEX STRASSE WELL (Complete)	250,000	80,471	169,529	0
LENZEN PROPERTY WELL #11	495,000	168,127	326,873	330,667
MAIN LIFT STATION (Complete)	1,450,000	1,295,230	154,770	0
SSES IMPROVEMENTS	1,500,000	947,373	552,627	267,967
CHATTAHOOCHEE RIVER SEWER LINE (Complete)	375,000	239,360	135,640	0
GROUND WATER DEVELOPMENT	25,000	37,569	(12,569)	106,052
METER REPLACEMENT (Complete)	595,000	409,286	185,714	0
WWTF SOLIDS REMOVAL (Complete)	425,000	558,379	(133,379)	0
LAS IMPROVEMENTS	875,000	966,202	(91,202)	583,317
	<u>5,990,000</u>	<u>4,701,997</u>	<u>1,288,003</u>	<u>1,288,003</u>



**CITY OF HELEN AVAILABLE 2020 SPLOST FUNDS
AS OF AUGUST 31, 2025**

Unaudited Draft

<u>2020 SPLOST (20%)</u>	<u>ROADS, STREETS, BRIDGES, SIDEWALKS (23.21%)</u>	<u>WATER/WASTEWATER IMPROVEMENTS (33.93%)</u>	<u>PUBLIC BUILDINGS AND GROUNDS (37.5%)</u>	<u>ADMIN EQUIP, FACILITIES & VEHICLES (5.36%)</u>	<u>2020 SPLOST REVENUE</u>
TOTALS FOR					
6 YEAR PERIOD	1,300,000.00	1,900,000.00	2,100,000.00	300,000.00	5,600,000.00
CURRENT ESTIMATE					
REVENUE					
ACTUAL RECEIVED	1,662,429.42	2,430,255.50	2,685,958.77	383,913.04	7,162,556.73
INTEREST EARNED	103,409.69	151,171.52	167,077.28	23,880.91	445,539.40
EXPENSES					
PRIOR YEARS TOTALS	1,282,147.58	618,508.97	1,149,203.87	132,307.52	3,182,167.94
CURRENT YEAR TOTALS	5,440.00	0.00	375,000.00	0.00	380,440.00
BANK FEES	0.00	0.00	0.00	0.00	0.00
2020 SPLOST AVAILABLE	478,251.53	1,962,918.05	1,328,832.18	275,486.43	4,045,488.19
				Ladder Truck Restricted	1,125,000.00
					5,170,488.19



City of Helen Debt Service as of August 31, 2025

Lender	Collateral	Loan Amount	Rate	Pmt. Amount	Due	Balance	Matures
BB&T	HME Ahrens Fire Truck	406,802	3.060	47,721	January*	91,234	Jan-27
GEFA CWSRF 14-018	Willow Pond Sewer Rehab	281,000	0.500	2,401	Monthly	33,512	Oct-26
GEFA DWSRG 13-012	Hamby St Bridge Crossing	309,041	0.660	2,662	Monthly	50,300	Mar-27
				52,784		175,046	
Debt Service 2021 Construction Bond (Principal + Interest)		\$ 7,325,248		changes	Semi-Annual	5,401,900	Aug-36
Paid Annual Principal \$330,000 + Interest \$79,800 on 7/3/25				409,800.00			

Helen Police Department

Monthly Report

August 2025



<u>Arrests- 10</u> - Felony- 2 - Misdemeanor- 6 - FVA- 1 - VGCSA-1	<u>2024 –</u> 27 - Felony- 1 - Misdemeanor 17 - FVA- 2 - VGCSA- 7	<u>Citations</u> 232	<u>2024</u> 312
<u>Security Checks</u>	<u>2024</u> 2,384 *Downtown businesses 71 (10,082)	<u>Calls for Service</u> 750	<u>2024</u> 712
<u>Foot Patrol Hours</u> 83	<u>2024</u> 19	<u>Accident Reports</u> 5	<u>2024</u> 8
<u>Criminal Trespass</u> 6 <u>2024</u> 4	<u>Arrest Summary</u> <u>2024</u> - Felony – 10 - Misdemeanor – 133 - FVA – 22 - VGCSA – 33	<u>Year to Date</u> - Arrests –101 - Security Checks – 7,394 - Foot Patrol – 441 - Criminal Trespass – 30 - Citations –2,187 - Calls for Service – 5,151 - Accidents - 56	<u>2024</u> - Arrests – 198 - Security Checks – 111,368 - Foot Patrol – 470 - Criminal Trespass – 57 - Citations – 3,282 - Calls for Service – 8,098 - Accidents - 108

Calls for Service

911 Accidental/Open Line/Hang	20	Fight	2	Road Rage	
Abandoned Vehicle	2	Fire Calls	3	Security / Business Check	10
Active Shooter		Flag Down	4	Sexual Assault Reported	
Alarm Calls	2	Follow up Report	18	Shots Fired	1
Amber/Levi/Matties Call/Alert		Foot Patrol	83	Special Detail	4
Animal Call	2	For Your Information	3	Speeding Vehicle	
Apparent Death		Forgery		Stalking	
Armed Robbery		Fraud		Subject Screaming	1
Assault	1	Harassment	2	Suicide (attempt or threat)	
Assist Fire / LEO	1	Hit and Run	2	Suspicious Person or Vehicle	41
Assist Motorist	4	Hostage Situation		Taking Report	8
Assistance Needed		Improperly Parked Vehicle	19	Temporary Protection Order	
Attempting to Stop		In the Area	1	Test Call	
BOLO	2	Intoxicated Driver/ Ped.	2	Theft Report	3
Bomb Threat		Indecent Exposure		Threats	2
Bond	2	Juvenile Problem		Traffic Accident	9
Burglary	10	Kidnapping		Traffic Hazard	
Call by Phone	5	Lines Down		Traffic Stop	324
Car Jacking		Loitering		Tree Down/ Across Roadway	
Chase in Progress		Lost/Found Item or Person	8	Trespassing	
Child Abuse/ DFCS		Mechanical Breakdown	3	Problem Unknown	
City/County Ordinance Violation	16	Medical Calls	25	Vandalism	1
Court Detail	1	Meet in Person	7	Vehicle Lock Out	3
Criminal Trespass	1	Mental Subject		Vehicle Registration Info.	1
Damage to Property	6	Missing Person		Vehicle Taken without Permission	1
Debris in Roadway		Noise Complaint	5	Vin Verification	
Deliver Message		Not Otherwise Specified	7	Walk Thru	16
Direct Traffic		Open Door	1	Wanted Person/Warrant	4
Dispute	3	Overdue Motorist	4	Wanted/Stolen Indicated	
Disturbance	3	Pandering		Welfare Check	10
Domestic	6	Pick up Prisoner/ Subject	4	School Crossing/ Traffic	
Driver/Criminal History Requested		Possible Dam Failure		Subject in Custody	
Driver's License Info.		Prowler	1	Wrecker needed	
Drug Suspect	1	Public Assist	1	Civil Process	
Emergency Road Repair		Reckless Driving	1	Illegal Dumping	
Entering Auto		Refusing to Leave	3	Unknown Problem	
Escort	7	River Patrol	1	Calls for Water Dept Problems	
Extra Patrol	1	Road Blocked		Walk In Report	5

Total call for service: 750

City of Helen Fire & Rescue

Monthly Report for August 2025

Total "911 Responses" = 77 / Year to Date = 559

Major Incident Type(s) Breakdown

Major Incident Type	# Of Incidents Current Month	2024 Monthly Comparison
Fires	1	1
Overpressure rupture, explosion, overhear (No Fire)	0	0
Rescue & Emergency Medical Service	43	45
Hazardous Condition (No Fire)	1	1
Service Call	12	16
Good Intent Call	12	10
False Alarm & False Call	8	3
Severe Weather & Natural Disaster	0	0
Special Incident Type	0	0
TOTAL	77	76

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TTL
2024	40	55	53	61	79	93	116	76	74	76	64	66	853
2025	65	50	47	52	79	87	102	77					559
Difference	+25	-5	-6	-9	0	-6	-14	+1					-14

Count of Aid Given and Received for Incidents for Date Range			# Of Incidents by Day of the Week for Date Range						
AID TYPE	TOTAL		MON	TUE	WED	THU	FRI	SAT	SUN
Aid Given	21		13	6	11	12	11	12	12
Aid Received	10		Busiest Hours for Date Range						
None	46		1000-1959						

Average Response Time for Non-Aid Incidents for Date Range		
AGENCY	AVERAGE RESPONSE TIME (Dispatched to Arrival)	NUMBER OF INCIDENTS
City of Helen Fire & Rescue	6:06	6

Apparatus Responses: This chart identifies our busiest apparatus for the Month

Apparatus Call Sign	Type of Vehicle	Number of Responses for Apparatus
Engine 31	2017 HME "Ahrens Fox"	41
Engine 32	1997 Ferrara "Spartan"	3
Truck 31	2002 Ferrara "Igniter Series"	5
Rescue 31	2000 Ford "F-650"	23
301	2016 Ford "F-150"	12
ATV 31	2016 Polaris "Ranger"	4

Training Hours for August

Fire Department completed a total of **69 hours** of classroom and practical training



Incident Types by Month Breakdown

Incident Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	%
Building Fire	1	2	1	0	0	0	0	0	0	0	0	0	4	0.72
Cooking fire, confined to container	0	0	0	0	1	0	0	0	0	0	0	0	1	0.18
Trash or rubbish fire (contained)	0	1	0	1	0	0	0	0	0	0	0	0	2	0.36
Passenger vehicle fire	0	0	0	0	0	0	1	0	0	0	0	0	1	0.18
Road freight or transport vehicle fire	0	0	0	0	0	0	0	1	0	0	0	0	1	0.18
Forest, woods or wildland fire	0	1	2	0	0	0	0	0	0	0	0	0	3	0.54
Brush or brush-grass fire	1	0	0	1	0	0	0	0	0	0	0	0	2	0.36
Dumpster or other outside trash fire	0	0	0	0	0	0	1	0	0	0	0	0	1	0.18
Fireworks explosion (no fire)	0	0	0	0	0	1	0	0	0	0	0	0	1	0.18
Medical Assist, assist EMS crew	1	0	1	0	0	0	0	1	0	0	0	0	3	0.54
EMS call, excluding vehicle accident w/ injury	33	20	23	27	46	40	56	38	0	0	0	0	283	50.63
Motor vehicle accident w/ injury	0	3	2	3	4	1	2	3	0	0	0	0	18	3.22
Motor vehicle/pedestrian accident	0	0	0	0	1	0	0	0	0	0	0	0	1	0.18
Motor vehicle accident w/ no injuries	6	1	1	0	3	1	2	0	0	0	0	0	14	2.5
Lock-in	0	0	0	0	1	1	0	0	0	0	0	0	2	0.36
Search for person on land	0	0	1	0	1	0	0	0	0	0	0	0	2	0.36
Search for person in water	0	0	0	0	0	0	1	0	0	0	0	0	1	0.18
Extrication of victim(s) from vehicle	1	0	0	0	0	0	1	1	0	0	0	0	3	0.54
Removal of victim(s) from stalled elevator	0	0	0	1	0	1	0	0	0	0	0	0	2	0.36
Swift water rescue	0	0	0	0	0	0	2	0	0	0	0	0	2	0.36
Gas leak (natural gas or LPG)	0	2	0	1	1	0	0	0	0	0	0	0	4	0.72
Power line down	0	0	0	0	1	2	0	1	0	0	0	0	4	0.72
Arcing, shorted electrical equipment	0	0	0	0	0	1	0	0	0	0	0	0	1	0.18
Lock-out	4	10	5	6	7	20	10	8	0	0	0	0	70	12.52
Animal Rescue	0	0	0	2	0	0	0	0	0	0	0	0	2	0.36
Public Service assistance, other	2	0	0	0	0	0	0	0	0	0	0	0	2	0.36
Assist police or other governmental agency	0	1	1	0	0	2	1	0	0	0	0	0	5	0.89
Public Service	0	0	0	0	1	0	0	0	0	0	0	0	1	0.18
Assist invalid	3	1	0	1	0	2	5	4	0	0	0	0	16	2.86
Dispatched & canceled en route	4	3	4	5	2	5	8	9	0	0	0	0	40	7.16
No incident found on arrival at dispatch address	1	2	1	2	2	4	5	2	0	0	0	0	19	3.4
Authorized controlled burning	0	0	0	0	1	0	0	0	0	0	0	0	1	0.18
Smoke scare, odor of smoke	2	0	3	0	3	1	1	1	0	0	0	0	11	1.97
Sprinkler activation due to malfunction	1	0	1	0	0	0	0	0	0	0	0	0	2	0.36
Alarm system sounded due to malfunction	5	1	0	1	4	0	2	2	0	0	0	0	15	2.68
Sprinkler activation, no fire-unintentional	0	0	0	0	0	0	0	1	0	0	0	0	1	0.18
Smoke detector activation, no fire-unintentional	0	0	0	1	0	1	0	0	0	0	0	0	2	0.41
Alarm system activation, no fire-unintentional	0	2	1	0	0	3	3	5	0	0	0	0	14	2.5
Carbon monoxide detector activation, no CO	0	0	0	0	0	1	1	0	0	0	0	0	2	0.36
Total Runs by Month	65	50	47	52	79	87	102	77	0	0	0	0	482	100

PUBLIC WORKS REPORT

AUG 2025

- Built coupes for new restroom and pavilion in river side park .
- Worked on Christmas fixtures.
- Clean drains and mud out of roadway at the Wilkens bridge.
- Bush hog in the spray fields cleaning spray heads and dump valves.
- Worked on three main water leaks.
- Normal routine: clean restrooms, trash route, roadside trash, read water meters, put chlorine and salt in wells, and water samples on weekends.
- 811 locates .
- Put in approximately 300 feet of direct burial wire and 12 receptacle boxes for Christmas lights in river side park.
- Take down banners and put up Oktoberfest banners.
- Put up directional signs.
- Prepare and decorate the float for the Oktoberfest parade.
- Put out and paint hay bales for fall.
- Put out the fall wreath and fall sprays.
- Fixed and patch the driveway at the Christmas shop.

**Group Summary**

Group	Issued	Completed	Voided	New
1ST AVAILABLE	52	48	1	2
CHIPPING	1	0	0	0
TRASH	2	2	0	0
WATER	8	4	3	1
Grand Totals	63	54	4	3

Staff Summary

Staff	Issued	Completed	Voided	New
1ST AVAILABLE	7	6	1	0
CHRIS ESTES	3	3	0	0
DANIEL MORGAN	1	1	0	0
EDWARD SALWAY	48	42	3	3
JACOB WESTMORELAND	3	2	0	0
PW TEAM	1	0	0	0
Grand Totals	63	54	4	3

Job Code Summary

Job Code	Issued	Completed	Voided	New
CHIPPING - CHIPPING	1	0	0	0
CONNECT - CONNECT	3	3	0	0
DISCONNECT & READ - DISCONNECT & READ	7	4	3	0
LEAK CK - LEAK CHECK	3	1	0	1
LOCK NON PAYMENT - LOCK NON PAYMENT	5	5	0	0
MISC - MISC	11	11	0	0
PICK UP CAN- TERM - PICK UP CAN - TERMINATE SERVI	1	1	0	0
PICK UP TRASH - PICK UP TRASH	2	2	0	0
PULL DATA - PULL METER DATA	7	7	0	0
READ - READ	8	7	0	1
READ TO TRANSFER - READ TO TRANSFER	11	11	0	0
REINSTATE - REINSTATE	1	1	0	0
RE-READ IN BILLING - RE-READ IN BILLING	1	0	1	0
TURN OFF/ON- REPAIRS - TURN OFF/ON - REPAIRS	2	1	0	1
Grand Totals	63	54	4	3

Action Summary

Action	Issued	Completed	Voided	New
Connect	3	3	0	0
Disconnect	7	4	3	0
Re-Read	1	0	1	0
Occupant Change	11	11	0	0
Miscellaneous	34	29	0	3
Cutoff	5	5	0	0
Reinstate	1	1	0	0
Service Action	1	1	0	0
Grand Totals	63	54	4	3

Issued by User

User	Issued
Katie	6
Mirinda	1
Susie	56
Grand Totals	63



**City of Helen
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The City of Helen is an equal
opportunity provider and employer

Commissioners:

Steve Fowler
Helen Wilkins
Cliff Hood
Mervin Barbree
Lee Landress

City Manager:

Darrell Westmoreland

City Clerk:

Marilyn M. Chastain

Clerk of Court:

Jaclyn Burke

City Finance Director:

Mona Wood

Chief of Police:

Aletha Barrett

Building and Zoning

Director:

Jonah Casper

Fire Chief:

Jody Prickett

Public Works

Director:

Jack Morgan

BUILDING AND ZONING MONTHLY REPORT

August 2025

PERMITS

Building: 2
Electrical: 1
Mechanical: 1
Plumbing: 1
Demo: 0
Sign: 2
Special Event: 0

INSPECTIONS

Permitted: 21
Builder and Architect consultations: 4

CERTIFICATES ISSUED

Residential: 2
Commercial: 0