

**CITY OF HELEN
COMMISSION MEETING
APRIL 19, 2016
3:00 P.M.
AGENDA**

1. CALL TO ORDER BY MAYOR FRED GARMON
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM APRIL 5, 2016
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. FINANCIAL REPORT
 - B. CONSIDERATION FOR APPROVAL OF HOSTING "DAY IN THE PARK" FOR VETERANS AND APPROVAL FOR A DATE FOR THE EVENT.
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
 - A. CONSIDERATION OF REQUEST FROM J. T. GANGWAL FOR SIGN VARIANCES FOR SIZE AND NUMBER, FOR THE HOLIDAY INN EXPRESS & SUITES.
14. PURCHASES AND BIDS NONE
15. ORDINANCES NONE
16. RESOLUTIONS NONE
17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

**THIS AGENDA WAS POSTED APRIL 15, 2016 @ 10:25 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.**

**CITY OF HELEN
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APRIL 19, 2016
MINUTES OF MEETING**

The Helen City Commission met on Tuesday April 19, 2106 in the Commission Chambers at Helen City Hall with Mayor Protem Helen Wilkins calling the meeting to order at 3:00 p.m.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Cinnamon Spurlock, Commissioner Helen Wilkins, Commissioner Judy Holloway, Commissioner Jeff Ash. Absent was Mayor Fred Garmon.

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Finance Officer Debbie Gerchman, Police Chief Brian Stephens , Fire Chief Jody Prickett, Public Works Director Ross Hewell. Building & Zoning Director Larry Krul.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from April 5, 2016; Motion to approve made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

Alpine Helen/White County CVB Monthly Report; Report included as an integral part of the permanent Minutes. Director Jerry Brown was present and went over items in the report and spoke of changes made to their website.

Helen Chamber of Commerce Monthly Report; Report included as an integral part of the Minutes. Director Renee Chacon was present and went over the report and spoke of upcoming events at the Festhall.

Administrative

A. Financial Report; Report included as an integral part of the permanent Minutes. Finance Officer Debbie Gerchman informed the Commission that Revenues were up and that all is looking well. She also explained what funds can be spent on projects. Motion to approve the Financial Report made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

B. Consideration for approval of Hosting "Day in the Park" for Veterans and approval for a date for the Event; . It was decided to approve the event and have on September 7, 2016 from 11 a.m. to 1 p.m.

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City Manager Jerry Elkins asked the Commission what type plants they would like to install on the newly graded bank in front of City Hall. All agreed that a bush type with red leaves would look good. He also informed the Commission that Paul Patel from the newly annexed property for the Marriott Hotel came by and discussed possibly having a ground breaking for the Hotel in June.

Police Department Monthly Report; Report included as an integral part of the permanent Minutes. Police Chief Brian Stephens was present and went over the report, he also informed the Commission that the repeated alarm calls that were not emergencies continue to be a problem and that Citations were going to be issued to the false alarms that continued.

Fire Department Monthly Report; Report included as an integral part of the permanent Minutes. Fire Chief Jody Prickett was present and went over the report and told of recent calls the Fire Department had responded to.

Public Works, Water and Waste Water Monthly Report; Report included as an integral part of the permanent Minutes. Director Ross Hewell asked the Commission if they had decided if they wished to purchase and install speed bumps on any of the City Streets. Commissioner Jeff Ash made a motion to purchase and install 2 speed bumps and to install one on Edelweiss Strasse near the playground, and one on Narr Weg and to also purchase the necessary signage that is required for the speed bumps, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

City Manager Jerry Elkins stated that the Public Works Department had been stretched with all the projects recently going on such as the Bank project, pressure washing City Hall getting it ready to paint, cleaning the curb and gutters and restrooms, and that we are very lucky to have Fred Garmon with his experience to oversee all the construction projects.

Building and Zoning Department Monthly Report; Report included as an integral part of the permanent Minutes. Director Larry Krul gave a verbal update on the new Hotel and stated he had gotten a request for a Tent at a business, but had told them that Tents or temporary structures were not allowed. City Manager Jerry Elkins stated that the existing one at Hofers Bakery was allowed prior to his employment and prior to the existing Ordinance that prohibits them.

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A. Consideration of request from JT Gangwal for sign variances for size and number, for the Holiday Inn Express & Suites. A copy of the request is included as part of the permanent Minutes. Motion to approve as submitted made by Commissioner Jeff Ash, 2nd by Commissioner Judy Holloway. Motion approved with a unanimous vote of the Commission.

Purchases and Bids; None

Ordinances; None

Resolutions; None

City Commission Comments; None

Adjournment; Motion to adjourn at 4:05 p.m. made by Commissioner Judy Holloway, 2nd by Commissioner Cinnamon Spurlock. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN