



**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  
APRIL 19, 2022  
10:00 A.M.  
AGENDA**

**Commissioners:**

Jeff Ash  
Steve Fowler  
Fred Garmon  
Cliff Hood  
Cinnamon Ruston

**City Manager:**

Jerry M. Elkins

**City Clerk/  
Clerk of Court**

Marilyn M. Chastain

**Finance Officer**

Mona Wood

**Chief of Police:**

**Building and Zoning  
Administrator:**

Darrell Westmoreland

**Public Works  
Director:**

Jack Morgan

**Fire Department  
Chief:**

Jody Prickett

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; MARCH 8 WORK SESSION WITH EXECUTIVE SESSION, MINUTES FROM REGULAR COMMISSION MEETING MARCH 15, 2022, MINUTES FROM CALLED MEETING ON MARCH 18, 2022, MINUTES FROM CALLED MEETING ON MARCH 23, 2022, AND MINUTES FROM CALLED MEETING ON APRIL 6, 2022
6. ADMINISTRATIVE OPERATIONS
  - A. UPDATE FROM CITY MANAGER/ EMI ON CURRENT PROJECTS, DISCUSSION OF PURCHASING PIPE TO REPAIR SPRAY FIELD
  - B. FINANCIAL REPORT
  - C. DISCUSSION FOR APPROVAL OF ALCOHOL LICENSE FOR FRANCISCO JAVIER CALVA-DIAZ D/B/A FRANCISCO'S ITALIAN CAFÉ LOCATED AT 69 TANNEN WEG FOR BEER ON PREMISES, WINE ON PREMISES, LIQUOR POURING, & SUNDAY SALES
  - D. DISCUSSION OF LAND SWAP WITH LEE LANDRESS IN THE ISLAND AREA
  - E. DISCUSSION OF PERSONNEL POLICY & PROCEDURES
7. HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. POLICE DEPARTMENT MONTHLY REPORT
10. FIRE DEPARTMENT MONTHLY REPORT
11. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT

12. BUILDING AND ZONING MONTHLY REPORT

Tabled from the last meeting was a request from the Train ride company to add a second route. Decision was tabled from the last meeting for the Commissioners to have time to consider and look at route.

13. PURCHASES AND BIDS; EXCAVATOR, AND TRUCKS FOR PUBLIC WORKS

14. ORDINANCES;

SECOND READING ORDINANCE 22-03-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE ADDITION OF CERTAIN PROVISIONS TO CHAPTER 22, ELECTIONS AND TO AUTHORIZE WHITE COUNTY, GEORGIA, AS PERMITTED BY O.C.G.A. SECITON 21-2-45(c) TO CONDUCT MUNICIPAL ELECTIONS ON BEHALF OF THE CITY

SECOND READING ORDINANCE 22-03-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 6 OF THE HELEN OFFICAL CODE TO AMEND MUNICIPAL CODE SECTIONS 6-73 REGARDING BREW PUBS

FIRST READING ORDINANCE 22-04-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 14, BUSINESS, OF THE OFFICAL CITY CODE OF HELEN, GEORGIA

15. RESOLUTIONS

16. EXECUTIVE SESSION TO DISCUSS PERSONNEL, POSSIBLE OR PENDING LITIGATION, AND FUTURE LAND ACQUISITION

17. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

18. CITY COMMISSION COMMENTS

19. ADJOURNMENT

**THIS AGENDA WAS POSTED APRIL 15, 2022 @ 11:45 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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**Commissioners:**

Jeff Ash  
Steve Fowler  
Fred Garmon  
Cliff Hood  
Cinnamon Ruston

There will be a workshop of the Helen Commission on Tuesday  
March 8, 2022 at 10:00 a.m. There will also be an Executive Session  
To discuss Personnel.

**City Manager:**

Jerry M. Elkins

Notice prepared by City Clerk Marilyn Chastain

**City Clerk/  
Clerk of Court**

Marilyn M. Chastain

Posted Sunday March 6, 2022 at 2:30 p.m.

**Finance Officer**

Mona Wood

Motion to resume the work session at 12:10

**Chief of Police:**

Brian Stephens

Action as a result of the Executive Session to terminate the employment of Chief Brian Stephens; and to demote Captain Mark Harris to Patrol Officer. Current Officer John Albino will be asked to serve as acting Chief of the Helen Police Department. The City will immediately begin the process of advertising for the position of police chief, and will seek to hire a qualified, experienced candidate from outside of the Helen police department. The city will have no further comment on this matter.

**Building and Zoning  
Administrator:**

Darrell Westmoreland

**Public Works**

**Director:**

Jack Morgan

Respectfully Prepared by City Clerk Marilyn Chastain

**Fire Department**

**Chief:**

Jody Prickett



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**City Manager**

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Marilyn Chastain

**Finance Officer**

Mona Wood

**Public Works**

Jack Morgan

**Building/Zoning  
Director**

Darrell Westmoreland

**Police Chief**

Brian Stephens

**Fire Chief**

Jody Prickett

**ACTION AGENDA OF MARCH 8, 2022**

Motion to resume the work session at 12:10

Action as a result of the Executive Session to terminate the employment of Chief Brian Stephens; and to demote Captain Mark Harris to Patrol Officer. Current Officer John Albino will be asked to serve as acting Chief of the Helen Police Department. The City will immediately begin the process of advertising for the position of police chief, and will seek to hire a qualified, experienced candidate from outside of the Helen police department. The city will have no further comment on this matter.

Respectfully Prepared by City Clerk Marilyn Chastain



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Notice prepared by City Clerk Marilyn Chastain

**City Clerk/  
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**Building and Zoning  
Administrator:**

Darrell Westmoreland

**Public Works**

**Director:**

Jack Morgan

Respectfully Prepared by City Clerk Marilyn Chastain

**Fire Department**

**Chief:**

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**CITY OF HELEN  
COMMISSION MEETING  
MARCH 15, 2022  
MINUTES OF MEETING**

**Commissioners:**

Jeff Ash  
Steve Fowler  
Fred Garmon  
Cliff Hood  
Cinnamon Ruston

**City Manager:**

Jerry M. Elkins

**City Clerk/  
Clerk of Court**

Marilyn M. Chastain

**Finance Officer**

Mona Wood

**Chief of Police:**

**Building and Zoning  
Administrator:**

Darrell Westmoreland

**Public Works  
Director:**

Jack Morgan

**Fire Department  
Chief:**

Jody Prickett

The Helen City Commission met on Tuesday March 15, 2022 in the Commission Chambers at Helen City Hall. Mayor Fred Garmon called the meeting to order. City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Jeff Ash, Commissioner Cinnamon Ruston, Mayor Fred Garmon, Commissioner Cliff Hood, Commissioner Steve Fowler. Also attending were Finance Director Mona Wood, City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, acting Police Chief John Albino, Fire Chief Jody Prickett, Public Works Director Jack Morgan, Building & Zoning Director Darrell Westmoreland.

Pledge of Allegiance to the Flag was given.

APPROVAL OF AGENDA; Motion to amend the Agenda to include discussion of letter from the Rotary club for a dog park and approve the amended agenda made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

APPROVAL OF MINUTES FROM FEBRUARY 15, 2022; Motion to approve made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

**ADMINISTRATIVE OPERATIONS**

EDWIN NIX FROM WHITE COUNTY WATER AUTHORITY TO DISCUSS NEW CONTRACT WITH COUNTY; Mr. Nix verbally reported on the operations of the White County Water Authority and explained the revenue generated of all from sales of water serving 450 customers. He further explained that the current contract with the City of Helen is coming up for renewal and wants to address items in the contract prior to renewal. Commissioner Jeff Ash gave a brief history of the installation of the county water lines to the City of Helen. Mr. Nix went on to ask that the City share the cost to calibrate the meter that supply's water to the city and to add to the new contract a cost adjustment if needed during the contract period.

UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; Fletcher Holliday of EMI gave a verbal report and copy of the report is included in the official minutes. Mr. Holliday explained that the City Attorney will get a contract with Innsbruck to do testing on their property for a new well and if the site is approved then purchasing the property from Innsbruck is the next step. Discussion of awarding Meter replacement project to Aqua Meter Consultants at a cost of \$87,625. Due to not having any bids during the bid period, EMI located Aqua Meter Consultants and received a cost to do the installation.

**COMMISSION MEETING**  
**March 15, 2022**  
**MINUTES OF MEETING**  
**PAGE 2**

Motion to approve made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission. Fletcher Holliday went on to explain the spray field project had been moved forward due to the deterioration of spray fields 3A, 3B, 3C and the erosion, they will be conducting inventory to get an estimate of the cost, and explained that there may be a need to relocate the fields. He also stated that some projects are coming in under budget which can help with the cost of the spray field repairs.

FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Director Mona Wood gave a verbal report. Motion to approve the Financial Report made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

DISCUSSION OF DELINQUENT WATER/SEWER ACCOUNTS CONCERNING NEW UTILITY BILLING/ACCOUNTING SOFTWARE; Finance Director Mona Wood explained the need to remove the delinquent accounts before the new software data is moved. Motion to approve write off of accounts delinquent more than 2 years to have the audit cleaned up and for a clean software conversion but to retain information of delinquent customer for future made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

DISCUSSION FOR APPROVAL OF ALCOHOL LICENSE FOR BISHWAMAN ANGDEMBE OF HELEN BEVERAGE COMPANY, LLC D/B/A DISCOUNT SPIRITS OF HELEN LOCATED AT 50 YONAH STREET FOR BEER PACKAGE, WINE PACKAGE, LIQUOR PACKAGE; This item is moved to a Public Hearing and Special Called meeting on March 18, 2022 due to advertising requirements being met.

DISCUSSION OF LETTER FROM HELEN ROTARY CLUB CONCERNING ADDING A DOG PARK. Commissioner Steve Fowler stated he had received a letter requesting the City to consider sending a letter to the State to allow a dog park being placed on their property. Commissioner Steve Fowler stated that the Helen Rotary Club would pay for the cost of the park but since it is to be asked to be put on the State property located next to the Hardman Farm trail that the State could only consider if asked by the City, and agreement would be between the State and City. Motion to approve submitting the request on behalf of the City and allowing the Helen Rotary Club to pay all cost for the dog park made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

**COMMISSION MEETING**  
**March 15, 2022**  
**MINUTES OF MEETING**  
**PAGE 3**

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

Commissioner Jeff Ash brought up for discussion of Fireworks for the 4<sup>th</sup> of July in the amount of \$20,000. Motion to approve the amount of \$20,000 and for company Zambelli to conduct made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; No written report given. Judy Holloway was present and gave a verbal report stating she had given 2 presentations to the Helen Rotary club and group of Realtors about Helen and appreciated help from Building & Zoning Director Darrell Westmoreland. She also stated that Bingo would resume on April 1<sup>st</sup>.

POLICE DEPARTMENT MONTHLY REPORT; Verbal report given by Acting Chief John Albino. He informed the Commission of the need for proper additional equipment and cars for the department. He stated that the chain of command is being put into place and that he has an excellent team working to represent the officials and citizens. He is also working on creating a Drug unit and possibly a K9 unit. Motion to authorize the City Manager and Acting Chief John Albino to decide what is needed and allowed to purchase made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission

Mayor Fred Garmon left the meeting at 11:30 a.m.

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett gave a verbal report.

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Report included as an integral part of the Minutes. Public Works Director Jack Morgan stated that the Christmas decorations were all down and that the new sound system had been installed in the Market Platz and waiting on programmer to get up and running.

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

DISCUSSION OF LAND SWAP WITH LEE LANDRESS FOR PROPERTY IN ISLAND AREA; Motion to table to the next meeting to give the Commission time to consider made by Commissioner Cinnamon Ruston, 2<sup>nd</sup> by Commissioner Steve Fowler.



**COMMISSION MEETING**  
**March 15, 2022**  
**MINUTES OF MEETING**  
**PAGE 4**

Those in favor, Commissioner Cinnamon Ruston, Commissioner Cliff Hood, Commissioner Steve Fowler. Those opposed Commissioner Jeff Ash.

Building & Zoning Director Darrell Westmoreland informed the Commission of the request of the Train ride company to add a second route. Decision to table until the next meeting for the Commission to have time to consider.

PURCHASES AND BIDS; None

ORDINANCES;

FIRST READING; ORDINANCE 22-03-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE ADDITION OF CERTAIN PROVISIONS TO CHAPTER 22, ELECTIONS AND TO AUTHORIZE WHITE COUNTY, GEORGIA, AS PERMITTED BY O.C.G.A. SECTION 21-2-45(c) TO CONDUCT MUNICIPAL ELECTIONS ON BEHALF OF THE CITY; Motion to approve the first reading made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

FIRST READING; ORDINANCE 22-03-02; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 6 OF THE HELEN OFFICAL CODE TO AMEND MUNICIPAL CODE SECTIONS 6-73 REGARDING BREW PUBS; Motion to approve the first reading made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

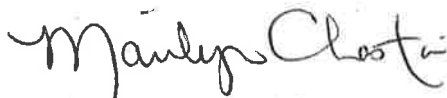
RESOLUTIONS; None

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 12:06 p.m. made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission present.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**





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**CITY OF HELEN  
COMMISSION MEETING  
MARCH 18, 2022  
10:00 A.M.  
AGENDA**

**Commissioners:**

Jeff Ash  
Steve Fowler  
Fred Garmon  
Cliff Hood  
Cinnamon Ruston

**City Manager:**

Jerry M. Elkins

**City Clerk/  
Clerk of Court**

Marilyn M. Chastain

**Finance Officer**

Mona Wood

**Chief of Police:**

**Building and Zoning  
Administrator:**

Darrell Westmoreland

**Public Works  
Director:**

Jack Morgan

**Fire Department  
Chief:**

Jody Prickett

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. DISCUSSION FOR APPROVAL OF ALCOHOL LICENSE FOR BISHWAMAN ANGDEMBE OF HELEN BEVERAGE COMPANY, LLC D/B/A DISCOUNT SPIRITS OF HELEN LOCATED AT 50 YONAH STREET FOR BEER PACKAGE, WINE PACKAGE, LIQUOUR PACKAGE
6. CITY COMMISSION COMMENTS
7. ADJOURNMENT

**THIS AGENDA WAS POSTED MARCH 14, 2022 @ 12:00 P.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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Cinnamon Ruston

**City Manager**

Jerry M. Elkins

**City Clerk**

**Clerk of Court**  
Marilyn Chastain

**Finance Officer**

Mona Wood

**Public Works**

Jack Morgan

**Building/Zoning  
Director**

Darrell Westmoreland

**Police Chief**

Brian Stephens

**Fire Chief**

Jody Prickett

**CITY OF HELEN  
COMMISSION MEETING  
MARCH 18, 2022  
MINUTES OF MEETING**

The Helen City Commission met on Friday March 18, 2022 in the Commission Chambers at Helen City Hall. Mayor Fred Garmon called the meeting to order. City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Cinnamon Ruston, Mayor Fred Garmon, Commissioner Cliff Hood. Also attending were City Manager Jerry Elkins, City Clerk Marilyn Chastain.

Pledge of Allegiance to the Flag was given.

**APPROVAL OF AGENDA;** Motion to approve made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commissioners attending.

**DISCUSSION FOR APPROVAL OF ALCOHOL LICENSE FOR BISHWAMAN ANGDEMBE OF HELEN BEVERAGE COMPANY, LLC D/B/A DISCOUNT SPIRITS OF HELEN LOCATED AT 50 YONAH STREET FOR BEER PACKAGE, WINE PACKAGE, LIQUOR PACKAGE;** City Clerk Marilyn Chastain explained there were no issues with the background of the applicant, but that the approval is for the Alcohol License application, but that a License cannot be issued until transfer of the business is completed being that there cannot be 2 licenses issued for the same location and if the business sale is not completed then the current owner will retain the location Alcohol license. Motion to approve License application made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commissioners attending.

**CITY COMMISSION COMMENTS**

**ADJOURNMENT;** Motion to adjourn at 10:05 a.m. made by Commissioner Cliff Hood, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commissioners attending.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**

*Marilyn Chastain*



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Steve Fowler  
Fred Garmon  
Cliff Hood  
Cinnamon Ruston

**City Manager**

Jerry M. Elkins

**City Clerk**

**Clerk of Court**  
Marilyn Chastain

**Finance Officer**

Mona Wood

**Public Works**

Jack Morgan

**Building/Zoning  
Director**

Darrell Westmoreland

**Police Chief**

Brian Stephens

**Fire Chief**

Jody Prickett

**CITY OF HELEN  
CALLED COMMISSION MEETING  
MARCH 23, 2022  
11:30 A.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. EXECUTIVE SESSION TO DISCUSS PERSONNEL
6. CITY COMMISSION COMMENTS
7. ADJOURNMENT

**THIS AGENDA WAS POSTED MARCH 22, 2022 @ 9:20 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  
MARCH 23, 2022  
MINUTES OF MEETING**

**Commissioners:**

Jeff Ash  
Steve Fowler  
Fred Garmon  
Cliff Hood  
Cinnamon Ruston

The Helen City Commission met on Wednesday March 23, 2022 in the Commission Chambers at Helen City Hall. Mayor Fred Garmon called the meeting to order. City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Jeff Ash Commissioner Cinnamon Ruston, Mayor Fred Garmon. Commissioner Cliff Hood attended by teleconference. Also attending were City Manager Jerry Elkins, City Clerk Marilyn Chastain City Attorney Carl Free, Intern Police Chief John Albino.

**City Manager:**

Jerry M. Elkins

Pledge of Allegiance to the Flag was given.

**City Clerk/  
Clerk of Court**

Marilyn M. Chastain

APPROVAL OF AGENDA; Motion to approve made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commissioners attending.

**Finance Officer**

Mona Wood

EXECUTIVE SESSION TO DISCUSS PERSONNEL; Motion to go into Executive Session at 11:32 a.m. made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

**Chief of Police:**

Motion to resume the regular Commission meeting at 12:31 p.m. made by Commissioner Cinnamon Ruston, 2<sup>nd</sup> by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

**Building and Zoning  
Administrator:**

Darrell Westmoreland

There were no motions made as a result of the Executive Session

**Public Works**

**Director:**

Jack Morgan

CITY COMMISSION COMMENTS

**Fire Department  
Chief:**

Jody Prickett

ADJOURNMENT; Motion to adjourn at 12:32 p.m. made by Commissioner Steve Fowler, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**



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**CITY OF HELEN  
CALLED COMMISSION MEETING  
APRIL 6, 2022  
10:30 A.M.  
AGENDA**

**Commissioners:**

Jeff Ash  
Steve Fowler  
Fred Garmon  
Cliff Hood  
Cinnamon Ruston

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. DISCUSSION OF NEW COMPUTER SYSTEM AND K9 DOG UNIT FOR THE POLICE DEPARTMENT
6. CITY COMMISSION COMMENTS
7. ADJOURNMENT

**City Manager:**

Jerry M. Elkins

**City Clerk/  
Clerk of Court**

Marilyn M. Chastain

**Finance Officer**

Mona Wood

**Chief of Police:**

**Building and Zoning  
Administrator:**

Darrell Westmoreland

**Public Works**

**Director:**

Jack Morgan

**Fire Department**

**Chief:**

Jody Prickett

**THIS AGENDA WAS POSTED APRIL 5, 2022 @ 8:30 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  
COMMISSION MEETING  
APRIL 6, 2022  
MINUTES OF MEETING**

The Helen City Commission met on Wednesday April 6, 2022 in the Commission Chambers at Helen City Hall. Mayor Fred Garmon called the meeting to order. City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Jeff Ash Commissioner Cinnamon Ruston, Mayor Fred Garmon. Also attending were City Manager Jerry Elkins, Finance Officer Mona Wood, City Clerk Marilyn Chastain, Intern Police Chief John Albino, Police Officer Chris Barrett, Tac Officer Aletha Barrett, IT specialist David Pruitt, Building & Zoning Director Darrell Westmoreland.

Pledge of Allegiance to the Flag was given.

APPROVAL OF AGENDA; Motion to approve made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

**DISCUSSION OF NEW COMPUTER SYSTEM AND K9 DOG UNIT FOR THE POLICE DEPARTMENT**

Officer Chris Barrett stated he had been assigned to look at the cost of acquiring a K9 unit for the police department and provided a cost estimate which is included as an integral part of the minutes. He explained the yearly cost involved, the cost for kennels in the patrol cars and at the homes that the dogs will live at, and the cost to travel to pick up the dogs. He also explained there are donations that local businesses were willing to contribute to acquiring the K9 units. Also explained were the daily training that the dogs will require by the officer assigned, and that the dogs will be on the same work schedule as the officer that is assigned.

Motion to approve one dog for both options submitted of 2 K9 dogs at a combined total up to \$10,000 made by Commissioner Jeff Ash, 2<sup>nd</sup> by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

IT Specialist David Pruitt of the Helen Police Department explained the urgent need to upgrade the existing computer equipment and software for security of sensitive information, and requirements required for the upcoming audit. Commissioner Jeff Ash discussed the depreciation that could be taken from the purchase of the equipment and the need to keep officer safety as a top priority.

Motion to approve the purchase of new computer equipment and software in the amount of \$34,987 and approve software renewal of \$15,000 for 2 additional years made by Commissioner Cinnamon Ruston, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

CITY COMMISSION COMMENTS; none

ADJOURNMENT; Motion to adjourn at 11:35 a.m. made by Commissioner Cinnamon Ruston, 2<sup>nd</sup> by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

**RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN**

*Marilyn Chastain*



4/22

### **Water/Wastewater - Infrastructure Projects Update - City of Helen**

**Hex Strasse Well:** Design plans of the Hex Strasse Well have been completed and approved by EPD. Bids have been received and project has been awarded. ***Bid Date: 8/24/21 - Award Date: 9/21/21 - Construction Start Date: 12/20/21 – Anticipated Completion Date April/May 2022. Construction Cost: \$115,701*** Well construction is moving along, the well house building is constructed with piping and electrical moving slowly due to backordered items.

**Chattahoochee River Sewer Line:** Plans and specifications for this project have been completed and all permits are in place. Bids have been received and project has been awarded. ***Bid Date: 9/7/21 - Award Date: 9/21/21- Construction Start Date: 1/12/22 - Anticipated Completion Date Mar 2022. - Construction Cost: \$230,560*** Construction is completed.

**Groundwater Development:** EMI and City staff have met with Ground Water Services for the initiation of the hydrogeological study, two sites have been selected to evaluate. ***Bid Date: 10/13/21 - Award Date: 11/16/21 - Start Date: 12/20/21 - Construction Cost: \$43,700*** EMI is investigating the two potential ground water sources for development and subsequent EPD approval.

**Meter Replacement Project:** EMI has completed contract and bid documents for this project and has placed project out to bid. City received no bids, EMI and City are working with potential contractors for pricing. EMI recently received pricing from Aqua Meter and have prepared a letter of recommendation and award for the City to consider. ***Bid Date: 11/30/21 - Construction is currently underway - Anticipated Completion Date June 2022.***

**Main Street Side Walk:** Initial design of the sidewalk, curb/gutter and storm drain has been completed. ***Construction is currently slated for May 2022 - Anticipated Completion Date Fall 2022.***

**Solids Removal WWTF:** EMI has developed a cost estimate and currently in the process of preparing a request for proposal (RFP) for removal and disposal of solids accumulated in the WWTF ponds. *This project is slated to begin solids removal in June 2022- Anticipated Completion Date August 2022.*

**Main Lift-Station:** EMI is completing design of the main lift-station with bidding and construction tentatively scheduled for the winter of 2022. Final design has been fast tracked in an attempt to decrease bid and construction schedule. EMI has completed design plans and has submitted to EPD for review and approval. *Construction is currently slated for August 2022 - Anticipated Completion Date March 2023.*

**Well # 11 (Lenzen Property Well):** EMI has developed a cost estimate for EPD permitting and development of the well. *This project is slated to be under construction in 2023. Construction is currently slated for February 2023 - Anticipated Completion Date July 2023.*

**SSES:** All smoke testing and manhole evaluations has been finished in Helen and Innsbruck. The final report with recommendations has been completed and submitted to City staff for review. *Recommendations as a result of this report are scheduled to be completed in 2023-2024. Construction is currently slated for October 2023 - Anticipated Completion Date May 2024.*

**LAS Improvements:** EMI is slated to complete final evaluation of the LAS the winter of 2022 in order to develop final plans and specs for a projected construction schedule to begin spring 2024. ASI has completed clearing work on spray field 1B, EMI is working to provide an accurate account of materials needed for replacement. Additionally, EMI has completed a site review and is currently taking an inventory of spray fields 3A, 3B, 3C. Additionally, EMI has assessed the erosion issues and developed a remediation plan and cost estimate. EMI is also moving forward with the Army Corp Permit that will be needed for this project. *Construction is currently slated for November 2023 - Anticipated Completion Date June 2024.*

April 18, 2022

Mr. Jerry M. Elkins, City Manager  
City of Helen  
P.O. Box 280  
Helen, Georgia 30545-0280

**Re: City of Helen – LAS Erosion Issues**

Dear Jerry:

As requested, Engineering Management, Inc., (EMI) evaluated the erosion issues surrounding spray fields 3A, 3B and 3C. Please find attached a cost estimate for remediation of these areas. Additionally, there is another area that EMI is evaluating that appears to have experienced erosion from the LAS. EMI will provide an estimated cost to remedy this area as well.

As always, should you have any questions or concerns, please feel free to contact us at any time. We appreciate our association with the City of Helen, Georgia.

Sincerely,



Fletcher Holliday  
President

City of Helen, Georgia  
 Wilkins Pond Sediment Removal and Spray Field Rehabilitation  
 Estimate of Probable Costs  
 April 2022  
 Wilkins Pond Sediment Removal

<b>CONSTRUCTION</b>				
Description	Units	Qty	Unit Price	Item Cost
<b>Construction</b>				
Removal and Off-Site Disposal of accumulated sediment, debris, etc. from existing channel and (2) existing ponds; includes grading of new trapezoidal channel per sheet C1 of the plans.	LS	1	\$ 70,000	\$ 70,000
Silt Fence - Type C	LF	1,200	\$ 3	\$ 3,600
Excelsior Blanket Matting	SY	750	\$ 5	\$ 3,750
Construction Exit per detail on sheet EC1 of the plans; Includes addition of aggregate for maintenance as needed.	LS	1	\$ 2,000	\$ 2,000
Rock Filter Dam per detail on sheet EC1 of the plans; includes maintenance. (min. Top width 6')	EA	4	\$ 1,000	\$ 4,000
Permanent & Temporary Grassing, includes mulch, etc.	LS	1	\$ 5,500	\$ 5,500
<b>Total Estimated Construction Cost =</b>				<b>\$ 88,900</b>
<b>SUPPORT COSTS</b>				
Design Engineering				\$ 9,000
Surveying				\$ 4,000
Permitting (EPD, Land Disturbance, Army Corp.)				\$ 12,000
Bid Phase Management				\$ 5,000
Project Admin/Engineering During Construction				\$ 10,000
Construction Observation				\$ 8,000
Contingency				\$ 8,900
subtotal				\$ 56,900
<b>Total Estimated Cost Water System Improvements =</b>				<b>\$ 145,800</b>

City of Helen, Georgia  
Pond Dredging and Spray Field Rehabilitation  
Estimate of Probable Costs  
April 2022  
Spray Field Washout Rehabilitation

<b>CONSTRUCTION</b>				
Description	Units	Qty	Unit Price	Item Cost
<b>Construction</b>				
Turf Reinforcement Matting	SY	250	\$ 20	\$ 5,000
Grade Ditch and line with Rip Rap W/ Turf Reinforcement Matting	LF	275	\$ 60	\$ 16,500
Soil and Rock Fill for Drainage Washout Area 1 (Field 3a Spur) (70'x15'x4')	CY	156	\$ 150	\$ 23,400
Soil and Rock Fill for Drainage Washout Area 2 (Field 3a Ravine) (25'x14'x10')	CY	130	\$ 150	\$ 19,500
Soil and Rock Fill for Drainage Washout Area 3 (Field 3c) (8'x30'x5')	CY	45	\$ 200	\$ 9,000
Rip Rap Lining for Drainage Washout Area 4 (monitoring well) (20'x50'x5')	CY	185	\$ 150	\$ 27,750
Rock Filter Dam	EA	4	\$ 1,200	\$ 4,800
Silt Fence - Type C	LF	60	\$ 3	\$ 180
Permanent Grassing	LS	1	\$ 1,500.00	\$ 1,500
<b>Total Estimated Construction Cost =</b>				<b>\$ 107,600</b>
<b>SUPPORT COSTS</b>				
Design Engineering				\$ 11,000
Surveying				\$ 7,000
Permitting (Land Disturbance)				\$ 4,000
Bid Phase Management				\$ 5,000
Project Admin/Engineering During Construction				\$ 10,000
Construction Observation				\$ 8,000
Contingency				\$ 10,800
subtotal				\$ 55,800
<b>Total Estimated Cost Water System Improvements =</b>				<b>\$ 163,400</b>

April 18, 2022

Mr. Jerry M. Elkins, City Manager  
City of Helen  
P.O. Box 280  
Helen, Georgia 30545-0280

**Re: City of Helen – WCWA Control Valve**

Dear Jerry:

As you are aware, the control valve at the White County Water Authority connection with the City of Helen has become inoperable. EMI has evaluated the control valve that regulates the water and is recommending replacement of the valve with a fixed unit controller. This type of valve would allow the City to have onsite control of the valve and to regulate water when needed.

The cost to remove the existing control valve, run power with conduit to the vault, install new piping, purchase and install new control valve with appurtenances is \$9,750.

As always, should you have any questions or concerns, please feel free to contact us at any time. We appreciate our association with the City of Helen, Georgia.

Sincerely,



Fletcher Holliday  
President

April 18, 2022

Mr. Jerry M. Elkins, City Manager  
City of Helen  
P.O. Box 280  
Helen, Georgia 30545-0280

**Re: City of Helen – Well #8 Green Sand Filtration**

Dear Jerry:

As you are aware, the City recently experienced pressure issues in the distribution system near well #8. These pressure issues caused extensive damage to the treatment components within the well making it inoperable. An estimated cost to repair and replace the damage components that we are aware of is approximately **\$15,000**. This cost may be more as components are repaired/replaced and the filtration units are placed back in service and a determination is made on which devices are working appropriately.

As you know, well #8 has three Green Sand Filtration devices with controls in order to treat the iron and manganese that is present in the ground water. These filters and controls were installed in 2005 and have an expected life-span of 10 – 15 years. These filtration devices are well past that life-span. Well #4 which has the same type filtration devices was upgraded approximately five years ago.

It is recommended to replace the current Green Sand Filtration system in Well #8 with a system similar to what is in Well #4. This filtration system will be modernized with the latest controls and media. With these upgrades the well can produce a higher quality water while saving water that is utilized for backwashing thus reducing the amount of non-revenue water for the City. The total cost for the upgrade is **\$93,500**.

As always, should you have any questions or concerns, please feel free to contact us at any time. We appreciate our association with the City of Helen, Georgia.

Sincerely,



Fletcher Holliday  
President

**CITY OF HELEN, GEORGIA  
ACCOUNT BALANCES  
AS OF MARCH 31, 2022**

General Fund MM	2,700,771
General Fund Checking	70,697
Payroll	2,843
Community Relations	30,471
Hotel/Motel Special Projects	1,432,369
General Fund CD	564,965
General Fund CD (2)	597,226
General Fund CD (3)	512,159
General Fund CD (4)	509,240
<b>Totals</b>	<b>6,420,740</b>
Water/Sewer Fund MM	1,058,860
Water/Sewer Checking	74,918
ARC Grant Sside Water Syst	28,566
Utility Deposits	145,596
Water/Sewer Fund CD (1)	49,697
Water/Sewer Bond CD	111,643
Water/Sewer Fund CD (2)	620,446
New Water Tank Maint CD	41,081
<b>Totals</b>	<b>2,130,805</b>
Police Dept Tech Fee	29,065
Confiscated Assets	4,864
Other Capital Projects	540,511
2014 SPLOST Fund	87,604
2020 SPLOST Fund	1,286,358
American Recovery Grant	104,527
Tree Fund	959
<b>Totals</b>	<b><u>10,605,433</u></b>



**City of Helen Debt Service as of March 31, 2022**

<b>Lender</b>	<b>Collateral</b>	<b>Loan Amount</b>	<b>Rate</b>	<b>Pmt. Amount</b>	<b>Due</b>	<b>Balance</b>	<b>Matures</b>
BB&T	HME Ahrens Fire Truck	406,802.00	3.060	47,721.16	January*	218,175.02	Jan-27
GEFA CWSRF 14-018	Willow Pond Sewer Rehab	280,999.78	0.500	2,401.18	Monthly	130,536.48	Oct-26
GEFA DWSRG 13-012	Hamby St Bridge Crossing	309,040.75	0.660	2,661.97	Monthly	157,068.94	Mar-27
				<u>52,784.31</u>		<u>505,780.44</u>	

**CITY OF HELEN  
FINANCIAL REPORT SUMMARY  
NINE MONTHS ENDED MARCH 31, 2022  
TAX REVENUES SUMMARY COMPARISON**

**TAX REVENUES**

**HOTEL/MOTEL TAX FUND**

<u>Monthly Comparison</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
115,368	168,214	52,846	45.81%

<u>Fiscal YTD Comparison - Nine Months Ended 3/31/22</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
1,544,331	2,292,118	747,787	48.42%

**SALES TAX**

<u>Monthly Comparison</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
86,597	101,375	14,778	17.07%

<u>Fiscal YTD Comparison - Nine Months Ended 3/31/22</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
981,351	1,063,127	81,776	8.33%

**BEER/WINE EXCISE TAX**

<u>Monthly Comparison</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
8,151	7,869	-282	-3.46%

<u>Fiscal YTD Comparison - Nine Months Ended 3/31/22</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
114,351	117,499	3,148	2.75%

**LIQUOR EXCISE TAX**

<u>Monthly Comparison</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
3,515	3,189	-326	-9.27%

<u>Fiscal YTD Comparison - Nine Months Ended 3/31/22</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
39,892	39,000	-892	-2.24%

**MIXED DRINK TAX**

<u>Monthly Comparison</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
5,762	7,205	1,443	25.04%

<u>Fiscal YTD Comparison - Nine Months Ended 3/31/22</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
71,820	83,265	11,445	15.94%

**2020 SPLOST**

<u>Monthly Comparison</u>			
Mar-21	Mar-22	Difference	% Inc(Dec)
85,732	100,361	14,629	17.06%

**Fiscal YTD Budget Comparison - Nine Months Ended 3/31/22**

Budget	Actual	% Inc(Dec)
933,300	1,052,499	112.77%

Cumulative #16	Estimated 2020	Difference	% of Estimate
1,761,540	5,600,000	3,838,460	31.46%

**City of Helen, Georgia**  
**Water/Sewer Fund**  
**Nine Months Ended March 31, 2022**

	<u>2021/2022 Budget</u>	<u>3/31/2022</u> <i>(Unaudited)</i>
<b>Operating Revenue</b>		
Charges for water services	428,300	375,167
Connection fees - water	3,000	2,305
Charges for sewer services	559,000	494,970
Connection fees - sewer	5,000	2,600
Miscellaneous	100	8,856
<b>Total Operating Revenue</b>	<u>995,400</u>	<u>883,898</u>
<b>Operating Expenses</b>		
Personnel services	366,174	269,714
Purchased water	40,000	67,563
Supplies	64,650	39,021
Insurance	26,500	24,649
Repairs & maintenance	147,600	153,512
Utilities	116,550	80,405
Engineering, lab fees and training	63,900	37,208
Depreciation	375,000	296,526
Miscellaneous	12,400	7,644
<b>Total Operating Expenses</b>	<u>1,212,774</u>	<u>976,242</u>
<b>Operating Income (Loss)</b>	-217,374	-92,344
<b>Nonoperating Revenues (Expenses)</b>		
Intergovernmental grant	90,645	28,466
Interest income	1,500	926
Interest expense	-64,758	-129,528
<b>Total Nonoperating Revenues and (Expenses)</b>	<u>27,387</u>	<u>-100,136</u>
<b>Income (Loss) Before Contributions and Transfers</b>	-189,987	-192,480
Transfer in	0	0
Transfer (out)	0	0
<b>Change in Net Position</b>	<u><u>-189,987</u></u>	<u><u>-192,480</u></u>

**City of Helen  
General Fund  
Nine Months Ended March 31, 2022**

	<u>2021/2022 Budget</u>	<u>3/31/22 Actual</u> <i>(Unaudited)</i>
<b>Revenues</b>		
Property tax	485,729	504,628
Sales tax	1,050,000	1,063,127
Business tax	150,050	164,543
Franchise tax	131,000	132,831
Exise tax	263,600	246,957
Intergovernmental	26,500	23,230
Licenses and permits	168,550	203,140
Fines and forfeitures	152,000	138,067
Charges for services	139,705	240,178
Interest	5,000	2,697
Contributions and donations	15,500	28,910
Insurance reimbursement	0	39,575
Miscellaneous	41,000	42,503
<b>Total Revenue</b>	<u>2,628,634</u>	<u>2,830,386</u>
<b>Expenditures</b>		
Current Operating:		
General government	875,136	718,675
Judicial	23,340	17,239
Public Safety-FD	301,990	218,464
Public Safety-PD	1,100,582	827,415
Public works	738,895	526,328
Recreation and culture	86,500	55,927
Housing and development	319,065	206,651
Debt Service	47,721	47,721
<b>Total Expenditures</b>	<u>3,493,229</u>	<u>2,618,420</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>(864,595)</b>	<b>211,966</b>
<b>Other Financing Sources (Uses)</b>		
Transfers in	843,750	1,289,316
Transfers out	0	0
<b>Total Other Financing Sources (Uses)</b>	<u>843,750</u>	<u>1,289,316</u>
<b>Net Change in Fund Balances</b>	<u><u>(20,845)</u></u>	<u><u>1,501,282</u></u>

**CITY OF HELEN  
AVAILABLE SPLOST FUNDS  
AS OF MARCH 31, 2022**

**2020 SPLOST**

<b><u>ROADS, STREETS, BRIDGES, SIDEWALKS (23.21%)</u></b>	177,720	<b><u>WATER/WASTEWATER IMPROVEMENTS (33.93%)</u></b>	466,981	<b><u>PUBLIC BUILDINGS AND GROUNDS (37.5%)</u></b>	547,185	<b><u>ADMIN EQUIP, FACILITIES &amp; VEHICLES (5.36%)</u></b>	94,473	<b><u>AVAILABLE 2020 SPLOST REVENUE</u></b>	1,286,359
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**2014 SPLOST**

<b><u>ROADS, STREETS, BRIDGES, SIDEWALKS (39.47%)</u></b>	403	<b><u>WATER/WASTEWATER IMPROVEMENTS (47.37%)</u></b>	535	<b><u>PUBLIC BUILDINGS AND GROUNDS (9.11%)</u></b>	159	<b><u>COMPUTER, COMM INFO EQUIP (4.05%)</u></b>	86,406	<b><u>AVAILABLE 2014 SPLOST REVENUE</u></b>	87,503
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**CITY OF HELEN AVAILABLE 2020 SPLOST FUNDS  
AS OF MARCH 31, 2022**

<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 &amp; VEHICLES (5.36%)</u>	<u>2020 SPLOST REVENUE</u>
<u>TOTALS FOR</u>					
<u>6 YEAR PERIOD</u>	1,300,000.00	1,900,000.00	2,100,000.00	300,000.00	5,600,000.00
<u>CURRENT ESTIMATE</u>					
<u>REVENUE</u>					
ACTUAL RECEIVED	408,876.89	597,724.80	660,615.39	94,423.96	1,761,641.04
INTEREST EARNED	227.04	331.91	366.83	52.43	978.21
<u>EXPENSES</u>					
PRIOR YEARS TOTALS	6.92	63,677.12	11.18	1.60	63,696.82
CURRENT YEAR TOTALS	231,370.37	67,388.70	113,775.00	0.00	412,534.07
BANK FEES	6.96	10.18	11.25	1.61	30.00
<u>2020 SPLOST AVAILABLE</u>	<u>177,719.67</u>	<u>466,980.71</u>	<u>547,184.79</u>	<u>94,473.18</u>	<u>1,286,358.36</u>

**CITY OF HELEN AVAILABLE 2014 SPLOST FUNDS  
AS OF MARCH 31, 2022**

<u>2014 SPLOST</u>	<u>ROADS, STREETS, BRIDGES, SIDEWALKS (39.47%)</u>	<u>WATER/WASTEWATER IMPROVEMENTS (47.37%)</u>	<u>PUBLIC BUILDINGS AND GROUNDS (9.11%)</u>	<u>COMPUTER, COMM INFO EQUIP (4.05%)</u>	<u>TOTAL 2014 SPLOST REVENUE</u>
<u>TOTALS FOR</u>					
<u>6 YEAR PERIOD</u>					
<u>CURRENT ESTIMATE</u>	974,909.00	1,170,039.00	225,017.00	100,035.00	2,470,000.00
<u>REVENUE</u>					
ACTUAL RECEIVED	1,383,160.92	1,660,003.36	319,244.89	141,925.56	3,504,334.73
INTEREST EARNED	1,941.81	2,330.46	448.18	199.25	4,919.70
<u>EXPENSES</u>					
PRIOR YEARS TOTALS	1,276,559.54	1,661,413.55	251,933.95	42,279.17	3,232,186.21
CURRENT YEAR TOTALS	108,139.32	385.00	67,600.00	13,440.00	189,564.32
BANK FEES	0.00	0.00	0.00	0.00	0.00
<b>2014 SPLOST AVAILABLE</b>	<b>403.86</b>	<b>535.27</b>	<b>159.13</b>	<b>86,405.63</b>	<b>87,503.90</b>

N/F  
RT FUDA  
79 PG 321  
6 PG 72

IPF(5/8"RB)

N/F  
LEE LANDRESS  
DB 1136 PG 523  
PB 66 PG 71  
LOT 1

N/F  
LEE LANDRESS  
DB 1136 PG 523  
PB 66 PG 71  
LOT 2

N/F  
FRANK SIEBERT  
DB 1719 PG 111  
PB 66 PG 71  
LOT 3

3 STORY  
FRAME BUILDING

N/F  
DANIEL MORAL  
DB 1760 PG 2  
PB 66 PG 7  
LOT 4

TRACT 2

N/F  
LEE LANDRESS  
DB 931 PG 181  
DB 1447 PG 112  
PB 66 PG 71  
LOT 16

N/F  
LEE LANDRESS  
DB 1264 PG 59  
PB 66 PG 71  
LOT 17

N/F  
JUSTIN JENSEN  
DB 1430 PG 312  
PB 66 PG 71  
LOT 15

20' DRAINAGE ESM'T  
(DB 1497 PG 135)  
(PB 65 PG 228)

N/F  
LEE LANDRESS  
DB 1264 PG 57  
PB 66 PG 71  
LOT 18

N/F  
LEE LANDRESS  
DB 512 PG 422  
PB 66 PG 71  
LOT 14

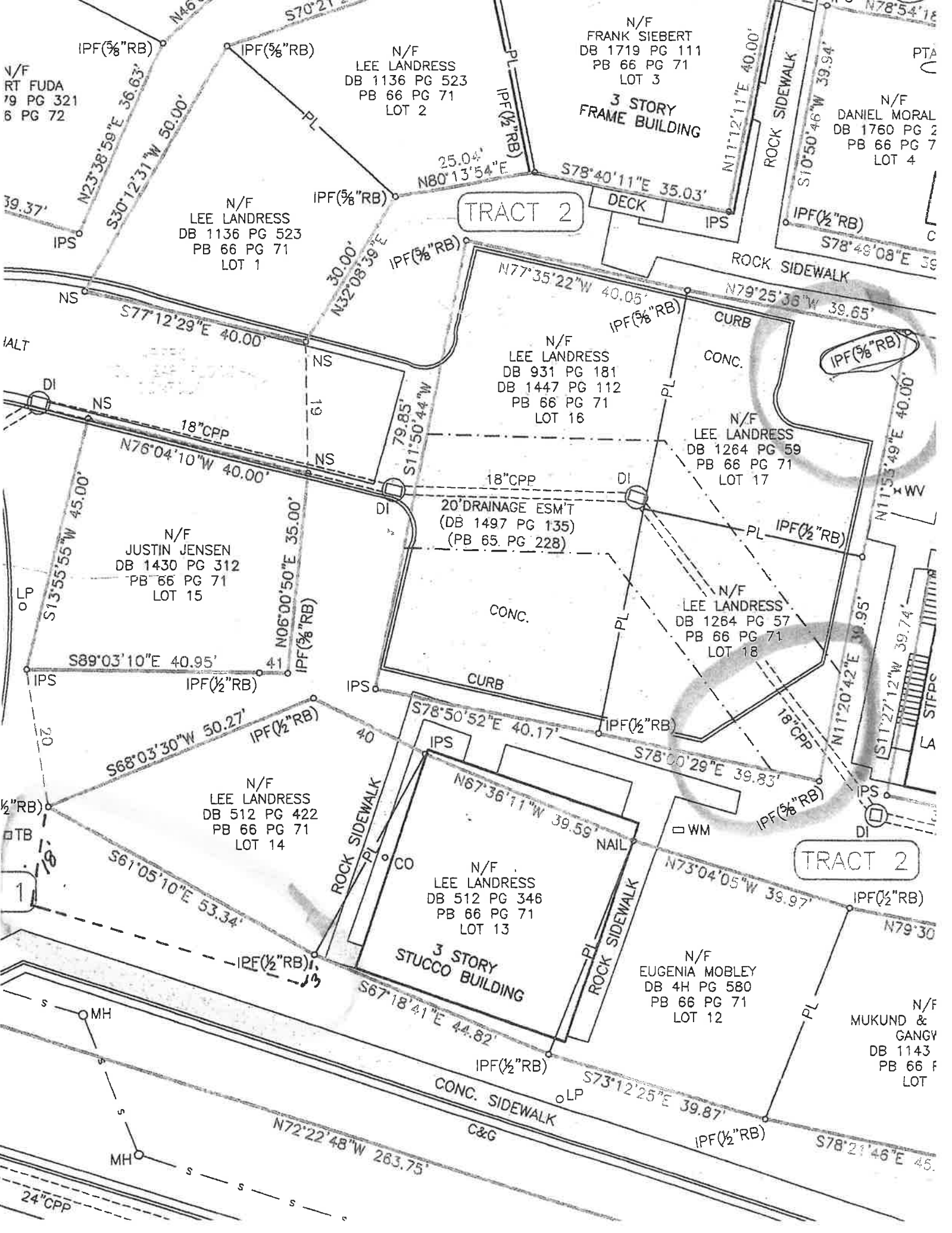
N/F  
LEE LANDRESS  
DB 512 PG 346  
PB 66 PG 71  
LOT 13

3 STORY  
STUCCO BUILDING

N/F  
EUGENIA MOBLEY  
DB 4H PG 580  
PB 66 PG 71  
LOT 12

N/F  
MUKUND &  
GANGY  
DB 1143  
PB 66 PG  
LOT

TRACT 2







# Alpine Helen/White County Convention & Visitors Bureau

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

## CVB Report March, 2022

### ADVERTISEMENTS:

- Carolina Country – EMC Magazine.
- Southbound Magazine.
- Blue Ridge Country Magazine.
- Atlanta Magazine.
- Georgia EMC Magazine.
- LRC Inc. Blogs, etc. and Social Media Campaigns.
- Regional Newspaper Ad's for the Songwriters Festival.
- Regional Newspaper Ad's for the Trout Tournament.
- White County's Scoop Magazine.
- OIYS – The Ultimate Bucket List For Anyone In Georgia Who Loves Waterfall Hikes – Anna Ruby Falls. 6,409,710. Impressions with an estimated value of \$59,290.
- Only in Your State.com – You can sleep at a winery at this remote lodge in Georgia – Sylvan Valley Lodge – Helen. 5,190,841. Impressions with an estimated value of \$46,560.
- Home Stratosphere.com – 15 Towns similar to Fredericksburg, Tx – Helen. 6.2 million Impressions with an estimated value of \$57,458.
- U.S. News – Travel – Enjoy the outdoors and small town atmosphere in northern Georgia – Helen. AAA Living Magazine – Helen. 1,135,438. Impressions with an estimated value of \$8,745.
- Trips to Discover.com – 11 Coolest Airbnbs in Helen. 1.5 million Impressions with an estimated value of \$14,646.
- AJC.com – 5 must-hike Mountain trails in Georgia – Laurel Ridge Trail – Smithgall Woods. 10.8 million Impressions with an estimated value of \$99,900.
- Touropia.com – Small Towns in Georgia – Helen. 3.72 million Impressions with an estimated value of \$34,475.



# Alpine Helen/White County Convention & Visitors Bureau

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

## WELCOME CENTER:

- 2,189 Visitors stopped by the Welcome Center in March. (130 more than last year).
- Helen Travel Guides delivered over 171 cases of the new guides. Mailed out an additional 96 Travel Guides by request in March. We had 87 Travel Guide downloads.
- Website visits for the month of March 49,430. (28,120 less) with 46,906. unique/new visitors 5.25 page visits with over 341,418. (28,304 more) page views with duration of 2:36 minutes per view. Bounce rate 25.10%.

## TRAVEL SHOWS/MEETINGS:

- March 3<sup>rd</sup> – Director Brown met with Helen’s Visitor Information Channel.
- March 8<sup>h</sup>-11<sup>th</sup> - Doris Skelton and Tanya Stanly attended the Villages Travel Show in Ocala Florida.
- March 9<sup>th</sup> – Director Brown attended the Northeast Georgia Travel Association Board meeting.
- March 10<sup>th</sup> – Director Brown met with Jon Brasher with Atlanta Magazine.
- March 15<sup>th</sup> – Director Brown presented the monthly CVB report to the Helen City Commission.
- March 16<sup>th</sup> – Director Brown attended the final Songwriters Festival meeting prior to the event.
- March 17<sup>th</sup> – Monthly CVB Board meeting.
- March 24<sup>th</sup> – Director Brown met with Advance Travel & Tourism to go over the monthly Digital Campaign report.

**HELEN POLICE DEPARTMENT**  
**MONTHLY REPORT: MARCH 2022**

**GENERAL SERVICE CALLS**

**390**

*\*this number ONLY includes calls for service from 911, it does not include self-initiated calls for service*

**TRAFFIC ENFORCEMENT**

**33**

**CODE ENFORCEMENT**

**11**

**POLICE ASSIST W/PUBLIC**

**3**

**MEDICAL CALLS**

**2**

**ALARM CALLS**

**15**

**FOOT PATROL HOURS**

**202**

**ACCIDENT REPORTS**

**12**

**V.G.C.S.A.**

**1**

**ARRESTS**

**13**

**OTHER MISC. RESPONSE**

**162**

**PATROL HOURS**

**1,849.**

*\*Hours calculated from March Pay Period 3/10-22- 4/6/22*

**RESD/BUSINESS CHECKS**

**6,383**

# HELEN POLICE DEPARTMENT

## MONTHLY REPORT

MONTH: Mar-22

911 CALLS FOR SERVICE: 390

### GENERAL SERVICE CALLS

0	ASSAULT/BATTERY
12	ALARM CALLS/FIRE ALARMS
1	FIRE or ARSON
1	ASSIST OTHER AGENCY
3	BURGLARY
0	CHILD ABUSE
0	CHILD MOLESTATION
0	CREDIT CARD FRAUD
7	CRIMINAL TRESPASS
7	DISPUTE
3	DAMAGE TO PROPERTY
0	DEATH
0	DISORDERLY CONDUCT
6	DOMESTIC CALLS
0	ENTERING AN AUTO
0	FAMILY VIOLENCE
5	FIGHT/DISTURBANCE
0	FLOODING
0	HARRASSMENT
4	JUVENILE INVESTIGATION
162	MISCELLANEOUS
0	KIDNAP/FALSE IMPRISONMENT
0	POLICE INFO
0	POSS MARIJUANA Less 1oz
1	SEX OFFENSES
0	STALKING
3	THREATS
0	THEFT BY SHOPLIFTING
6	THEFT BY TAKING >\$1500
0	THEFT BY TAKING <\$1500
0	UNDERAGE CONSUMPTION
0	V.G.C.S.A.
0	RAPE

### ARRESTS

24	MISDEMEANOR
2	FAMILY VIOLENCE
2	FELONY
11	TRAFFIC
0	WARRANT

### TRAFFIC ENFORCEMENT

10	ACCIDENT REPORTS
33	CITATIONS ISSUED
0	DUI
4	IMPROPER PARKING
4	PUI
21	TRAFFIC CONTROL
29	TRAFFIC STOPS

### CODE ENFORCEMENT

11	CITATIONS ISSUED
2	NOISE COMPLAINT
1	OPEN CONTAINER
3	OTHER CODE ENFORCEMENT
4	PUBLIC DRUNK
0	EXCESSIVE ALARMS
0	RIVER VIOLATION
3	DISORDERLY CONDUCT

3	ANIMAL CALLS
0	ASSIST MOTORIST
2	ESCORTS
0	EVENT
80	FOOT PATROLS
2	MEDICAL CALLS
6,383	RESD/BUSINESS CHECKS
0	RIVER CHECK
15	SUSPICIOUS PERSON INV
29	INNSBRUCK SECURITY CHECK
	PATROL
4	WELFARE CHECKS
0	WATER ISSUE

4	ARREST WRTS OBTAINED
0	CASES CLEARED BY ARREST
0	CASES CLOSED
0	CASES OPENED
0	INVESTIGATIVE INTERVIEWS
0	SEARCH WRTS OBTAINED



## City of Helen Fire & Rescue

### Monthly Report for March 2022

Total "911 Responses" = 23 / Year to Date = 94  
 Total "Non 911 Responses" = 9

#### Major Incident Type(s) Breakdown

Major Incident Type	# of Incidents Current Month	2021 Monthly Comparison	% of Total Current Month
(1) Fires	2	6	8.7%
(2) Overpressure rupture, explosion, overheat (No Fire)	0	0	0%
(3) Rescue & Emergency Medical Service	9	19	39.13%
(4) Hazardous Condition (No Fire)	0	2	0%
(5) Service Call	5	9	21.74%
(6) Good Intent Call	5	8	21.74%
(7) False Alarm & False Call	1	0	4.35%
(8) Severe Weather & Natural Disaster	1	0	4.35%
(9) Special Incident Type	0	1	0%
<b>TOTAL</b>	<b>23</b>	<b>45</b>	

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TTL
2021	40	28	45	49	59	90	97	53	52	59	40	40	653
2022	41	30	23										94
<b>Difference</b>	<b>+1</b>	<b>+2</b>	<b>-22</b>										

Count of Aid Given and Received for Incidents for Date Range				# Of Incidents by Day of the Week for Date Range						
AID TYPE	TOTAL	% of TOTAL	MON	TUE	WED	THU	FRI	SAT	SUN	
Mutual Aid Given	2	8.7%	6	2	2	2	3	4	4	
Automatic Aid Given	2	8.7%	Busiest Hours for Date Range							
None	16	69.6%	1100-1759							
Aid Received	3	13%								

AGENCY		Average Response Time for Non-Aid Incidents for Date Range	NUMBER OF INCIDENTS
City of Helen Fire & Rescue		AVERAGE RESPONSE TIME (Dispatched to Arrived)	14
			5:41



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

Apparatus Call Sign	Type of Vehicle	Number of Responses For Apparatus
Engine 31	2017 HME "Ahrens Fox"	8
Engine 32	1997 Ferrara "Spartan"	0
Truck 31	2002 Ferrara "Igniter Series"	1
Rescue 31	2000 Ford "F-650"	4
Utility 31	1996 Ford "Bronco"	1
301	2017 Ford "F-150"	8
ATV 31	2016 Polaris "Ranger"	0

### Training

Fire Personnel completed a total of **36.30 hours of classroom and practical training.**

Department Moodle Training in February included:

- EMS – Pediatric Medical Emergencies(4hrs.)
- Fire – 3 R's of the Engine Company (3hrs.)
- Driver/Operator – Fire Flow Calculations (1.5hr.)
- Officer – Leadership of the Fire Service (1 hr.)
- HazMat – Recognizing and Identifying the Hazards (1hr.)

# **PUBLIC WORKS REPORT**

**March 2022**

- Put up trout tournament banners .
- Take down trout banners and put up spring banners.
- Fixed four water leaks.
- Help bart plant a tree put out six rock boulders and mulch.
- Put in a caged ceiling and plywood walls bulid a 42 gun gun safe and put in plywood shelving throughout two rooms.
- Cut locks off bridge.
- Lay tile in pavilion.
- Normal routine clean restrooms. trash rout. Road side trash. water meter rout. keep market platz cleaned. Cut grass. Locates.
- Worked in the spray field.
- Put in music and speakers in market platz
- Put in two street lights on river street.
- Put up directional signs.
- Put lights in pd.
- Paint floors in pd.
- Worked on pd car
- Worked on truck 3

**Summary by Work Order Code**

Code	Description	Count
100	MISC - See Comments	18
101	Unlock & Read	3
103	Lock - Non Payment	5
104	Unlock & Turn Back On	4
106	Read To Transfer	9
107	Turn Off - Customer Needs To Make Repairs	1
110	Re-Read	12
114	Leak Check	3
116	Read	3
118	Lock	2
300	Pick Up Trash	1
301	Pick Up Trash Can	3
302	Deliver Trash Can	5
303	Do Chipping	2

Number of Work Orders: 65

End of Report





**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

**Building and Zoning Monthly Report  
March, 2022**

**Commissioners:**

Jeff Ash  
Steve Fowler  
Fred Garmon  
Cinnamon Ruston  
Cliff Hood

**City Manager:**

Jerry M. Elkins

**City Clerk/  
Clerk of Court**

Marilyn M. Chastain

**Chief of Police:**

Brian Stephens

**Building and Zoning  
Administrator:**

Darrell Westmoreland

**Fire Chief**

Jody Prickett

**Public Works  
Director:**

Jack Morgan

**Permits: (11)**

Building (4)  
Mechanical (2)  
Electrical (2)  
Plumbing (2)  
Signs (1)

**Inspections:**

Permit inspections (18)  
Courtesy Inspections / Consultations

**Special Details:**

Builder consultations  
Plan reviews  
Finalized fireworks contract.  
Worked with American sites on LAS field  
Met with Vertical Earth / GDOT on crosswalk construction

Building Officials of Georgia Training  
Attended the International Code Counsel Instructor refresher

**ORDINANCE 22-03-01**

**AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY THE ADDITION OF CERTAIN PROVISIONS TO CHAPTER 22, ELECTIONS AND TO AUTHORIZE WHITE COUNTY, GEORGIA, AS PERMITTED BY O.C.G.A. SECTION 21-2-45(c) TO CONDUCT MUNICIPAL ELECTIONS ON BEHALF OF THE CITY**

**WHEREAS**, the City Commission of Helen, Georgia finds that it is economically and mechanically advantageous to contract with White County, Georgia for the conduct of Municipal Elections and Referendums, for both the purposes of utilizing the latest electronic technology in the conduct of Municipal Elections; and to comply with Georgia state requirements regarding early voting periods; and

**WHEREAS**, O.C.G.A. 21-2-45(c) provides that the governing authority of any municipality may authorize any county within which that municipality wholly or partially lies to conduct any or all parts of its elections;

**NOW THEREFORE, IT IS HEREBY ORDAINED**, by the Helen City Commission that Chapter 22 of the Helen City Code, Elections, is hereby amended by the addition of Section 22-4.

**Sec. 22-3. - Authorization of White County Board of Elections to Conduct Elections**

The White County, Georgia Board of Elections is authorized, as permitted by and pursuant to O.C.G.A. § 21-2-45(c), to conduct Municipal Elections and Referendum Questions on behalf of the City of Helen, Georgia, a Georgia Municipal Corporation; and that the county shall perform all duties as superintendent of elections, with the exception of the qualification of candidates.

The Official Code of The City of Helen, Georgia, is further amended by amending **Chapter 22, Elections;** by the amendment of Sec. 22-2 Polling Places, as follows:

**Sec. 22-2. - Polling Places.**

The polling place within the city on the actual election day shall be City Hall. For early voting, pursuant to O.C.G.A. § 21-2-265(e), the superintendent may establish the polling place for a precinct outside the boundaries of the precinct, if determined to be appropriate.

**Be it further ordained**, by the Helen City Commission, that any ordinance or resolution previously existing, either replaced by or inconsistent or in conflict with this ordinance, are repealed in their entirety if replaced hereby, and repealed partially to the extent of the conflict or inconsistency of the previous ordinance.

**BE IT FURTHER ORDAINED**, by the Helen City Commission, that this ordinance shall become effective upon adoption.

This ordinance approved by the Helen City Commission this 19 day of April, 2022.

Fred Garmon (SEAL)

Fred Garmon, Mayor

ATTEST:

Marilyn Chastain  
Marilyn Chastain, City Clerk

APPROVED AS TO FORM:

Carl Free  
Carl Free, City Attorney

Date 4-19-2022

Passed First Reading 3-15-2022  
Passed Second Reading 4-19-2022  
Approved and Adopted 4-19-2022

**ORDINANCE NO. 22-03-02**

**ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 6 OF  
THE HELEN OFFICIAL CODE TO AMEND MUNICIPAL CODE SECTIONS 6-73  
REGARDING BREW PUBS**

**WHEREAS**, the City of Helen is a Georgia municipal corporation; and

**WHEREAS**, the City Commission is the governing authority of the City of Helen; and

**WHEREAS**, certain changes in Georgia law have been enacted as to what Brewpub Licensees may do under O.C.G.A. § 3-5-36; and which would necessitate amendment of the Helen City Code, such that prospective licensees can do all that is permitted under current state law; and

**WHEREAS**, the City Commission approves of such amendment to the current code;

**NOW, THEREFORE, BE IT ORDAINED**, and it is hereby ordained, that Chapter 6, Alcoholic Beverages, of the Official Code of the City of Helen is amended by the deletion of the prior Sec. 6-73. - Brewpubs, and its replacement with the following:

**Sec. 6-73. - Brewpubs.**

(1) Brewpub means any eating establishment in which beer or malt beverages are manufactured or brewed, subject to the barrel production limitation and such other limitation as are prescribed in the Official Code of Georgia.

(2) No individual or entity shall be permitted to own or operate a brewpub without also obtaining a proper license from the Department of Revenue in the manner proscribed, and each brewpub license holder shall comply with all other applicable state and local license requirements;

(3) A brewpub license authorizes the holder of such license to:

(A) Manufacture on the licensed premises not more than 10,000 barrels of malt beverages in a calendar year solely for retail sale;

(B) Operate an eating establishment that shall be the sole retail outlet for such malt beverages;

(C) Operate an eating establishment that may offer for sale for consumption on the premises any other alcoholic beverages produced by other manufacturers which are authorized for retail sale under this title, including wine, distilled spirits, and malt beverages, provided that such alcoholic beverages are purchased from a licensed wholesaler; and, provided, further, that in addition to draft beer manufactured on the premises, each brewpub licensee shall offer for sale commercially available canned or

bottled malt beverages from licensed wholesalers; and provided that the brewpub licensee obtains and remits payment to the city of Helen for a regular on premises consumption license.

(D) Notwithstanding any other provision of this paragraph, sell up to a maximum of 5,000 barrels annually of such malt beverages to licensed wholesale dealers. Under no circumstances shall such malt beverages be sold by a brewpub licensee to any person holding a retail consumption dealer's license or a retailer's license for the purpose of resale;

(4) Possession of a brewpub license shall not prevent the holder of such license from obtaining a retail consumption dealer's license or a retailer's license for the same premises;

(5) A brewpub license holder may sell its malt beverages manufactured on its premises, and those only, for consumption off the premises;

(6) A license fee of \$600.00 shall apply to brewpubs for the sale of malt beverages produced at their license premises. Additional licensing fees shall apply should the brewpub intend to sell alcoholic beverages not produced on its premises.

[Ref: O.C.G.A. § 3-5-36 (2020)]

**Be it further ordained**, by the Helen City Commission, that any ordinance or resolution previously existing, either replaced by or inconsistent or in conflict with this ordinance, are repealed in their entirety if replaced hereby, and repealed partially to the extent of the conflict or inconsistency of the previous ordinance, and that this ordinance shall become effective upon adoption.

This ordinance approved by the Helen City Commission this 19 day of April, 2022.

Fred Garmon (SEAL)  
Fred Garmon, Mayor

ATTEST:

Marilyn Chastain  
Marilyn Chastain, City Clerk

APPROVED AS TO FORM: [Signature]  
Carl Free, City Attorney

Date: 4-19-2022

Passed First Reading 3-15-2022

Passed Second Reading 4-19-2022

Approved and Adopted 4-19-2022

**ORDINANCE NO. 22-04-01**

**ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 14,  
BUSINESSES, OF THE OFFICIAL CITY CODE OF HELEN, GEORGIA**

**WHEREAS**, the City of Helen is a Georgia municipal corporation; and

**WHEREAS**, the City Commission is the governing authority of the City of Helen; and

**WHEREAS**, since Chapter 14 of the Helen City Code was originally adopted; various technologies have led to proliferation of short term rental properties, in which residential property owners are in the business of renting their properties out on a short term basis to visitors to the city of Helen, Georgia; and

**WHEREAS**, this proliferation has created a need for clarification that such short term rental properties are considered businesses for which an occupational tax is due; and

**WHEREAS**, Section 1.13 of the City Charter of the City Charter of Helen, Georgia provides the City of Helen, Georgia with the power to levy, assess, and collect occupational and business taxes and to license and regulate occupations and businesses; and

**NOW, THEREFORE, BE IT ORDAINED**, and it is hereby ordained, that Chapter 14, **BUSINESSES**, of the Official Code of the City of Helen is amended by the amendment of the definition of "Engaged in Business....." that is contained in Sec. 14-26. - Definitions, as follows:

Sec. 14-26. - Definitions.

Engaged in business means that any person shall be deemed engaged in business and thus subject to the requirements of this article when real property owned by the person is offered for rent or rented. *This specifically includes "short term rentals", defined herein as residential spaces located within the city limits of Helen, Georgia, and rented out for overnight accommodations for a period of 1 to 30 nights.* Engaged in business shall further mean a person or persons performing any act of selling any goods or services or solicits business or represents himself to be engaged in business or offers goods or services for sale for payment primarily in an attempt to make a profit, including the sales or services of the character as made by a wholesaler or retailer, or involved in any of the functions performed as a manufacturer, all of the foregoing either as an owner, operator, or agent in any business, trade, profession or occupation within the city.

**BE IT FURTHER ORDAINED**, and it is hereby ordained, that Chapter 14, **BUSINESSES**, of the Official Code of the City of Helen; Sec. 14-27. - Occupational tax levied; limitations is further amended by the addition thereto of a section (h), to read as follows:

Sec. 14-27. - Occupation tax levied; limitations.

- (h) Short Term Rental property owners within the City Limits of Helen, Georgia, as defined in Section 14-26 *supra*, shall be required to pay an occupational tax in accordance with this Article. However, only one occupational tax certificate will be required for the short term rental business property owner if the owner of the short term rental property owns multiple short term rental properties within the city limits of Helen, Georgia.

**Be it further ordained** that no other changes are intended to Chapter 14, BUSINESSES, of the City Code of Helen, Georgia, other than the specific amendment and addition, contained herein.

**Be it further ordained**, by the Helen City Commission, that any ordinance or resolution previously existing, either replaced by or inconsistent or in conflict with this ordinance, are repealed in their entirety if replaced hereby, and repealed partially to the extent of the conflict or inconsistency of the previous ordinance, and that this ordinance shall become effective upon adoption.

This ordinance approved by the Helen City Commission this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Fred Garmon, Mayor (SEAL)

ATTEST:

\_\_\_\_\_  
Marilyn Chastain, City Clerk

APPROVED AS TO FORM: \_\_\_\_\_  
Carl Free, City Attorney

Date: \_\_\_\_\_

Passed First Reading 4-19-22

Passed Second Reading \_\_\_\_\_

Approved and Adopted \_\_\_\_\_

**CITY of HELEN  
FINANCIAL COMPARISON REPORT  
HOTEL MOTEL - FUND 275  
NINE MONTHS ENDED MARCH 31, 2022**

**REVENUES**  
HOTEL/MOTEL TAX - 5%  
HOTEL/MOTEL TAX - 3%  
**TOTAL REVENUES FOR FUND**

YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR		
BUDGET	ACTUAL	REMAINING	3/31/2021	3/31/2022	INC(DEC)
		%			%
937,500	1,432,574	-495,074	965,207	1,432,574	467,367
562,500	859,544	-297,044	579,124	859,544	280,420
1,500,000	2,292,118	-792,118	1,544,331	2,292,118	747,787
		1.53			48.42%
		1.53			48.42%
		1.53			48.42%

**EXPENDITURES**  
XFERS TO GEN'L FUND (60% of 5%)  
XFERS TO GEN'L FUND (50% OF 3%)  
CONTRACT - CVB (40% of 5%)  
CONTRACT - CVB (50% OF 3%)  
**TOTAL EXP FOR FUND**

YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR		
BUDGET	ACTUAL	REMAINING	3/31/2021	3/31/2022	INC(DEC)
		%			%
562,500	859,544	-297,044	579,124	859,544	280,420
281,250	429,772	-148,522	289,562	429,772	140,210
375,000	573,030	-198,030	386,083	573,030	186,947
281,250	429,772	-148,522	289,562	429,772	140,210
1,500,000	2,292,118	-792,118	1,544,331	2,292,118	747,787
		1.53			48.42%
		1.53			48.42%
		1.53			48.42%



**CITY of HELEN  
FINANCIAL COMPARISON REPORT  
WATER SEWER - FUND 505  
NINE MONTHS ENDED MARCH 31, 2022**

	YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR		
	BUDGET	ACTUAL	REMAINING	3/31/2021	3/31/2022	VARIANCE
<b>REVENUES</b>						
GREASE TRAP PERMIT FEES	9,000	9,500	-500	10,400	9,500	-900
PRIOR YEAR FUND BALANCE	189,987	0	189,987	0	0	0
CHARGES FOR WATER SERVICE	425,000	370,034	54,966	326,039	370,034	43,995
WATER CONNECTION FEES	3,000	2,305	695	2,375	2,305	-70
WATER METER/TAP FEES	3,000	4,590	-1,590	3,931	4,590	659
WATER SERVICE INSTALLATION	300	544	-244	3,025	544	-2,481
SEWER CONNECTION FEES	5,000	2,600	2,400	7,400	2,600	-4,800
CHARGES FOR SEWER SERVICE	550,000	485,470	64,530	425,936	485,470	59,534
INTEREST EARNED	1,500	925	575	2,261	925	-1,336
MISCELLANEOUS INCOME	100	1,215	-1,115	0	1,215	1,215
RENTAL INCOME	0	7,641	-7,641	0	7,641	7,641
ARC GRANT REVENUE	90,645	28,466	62,179	0	28,466	28,466
<b>TOTAL REVENUES FOR FUND</b>	<b>1,277,532</b>	<b>913,290</b>	<b>364,242</b>	<b>781,367</b>	<b>913,290</b>	<b>131,923</b>

	YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR		
	BUDGET	ACTUAL	REMAINING	3/31/2021	3/31/2022	VARIANCE
<b>EXPENSES</b>						
SALARIES	214,174	180,553	33,621	151,736	180,553	28,817
OVERTIME WAGES	12,000	8,699	3,301	6,704	8,699	1,995
HEALTH INSURANCE	86,500	59,772	26,728	49,331	59,772	10,441
EMPLOYMENT TAXES	35,000	14,372	20,628	12,062	14,372	2,310
RETIREMENT BENEFITS	18,500	6,318	12,182	6,887	6,318	-569
DUFS & SUBSCRIPTIONS	1,000	813	187	535	813	278
CONTRACT LABOR	56,700	33,075	23,625	31,070	33,075	2,005
MISCELLANEOUS LANDSCAPING	2,000	0	2,000	0	0	0
REPAIRS & MAINT - BUILDINGS	0	0	0	0	0	0
LAB FEES	5,500	3,633	1,867	2,572	3,633	1,061
GA DNR FEES	5,400	5,400	0	5,400	5,400	0
TANK REPAIRS	20,000	63,161	-43,161	7,144	63,161	56,017
NEW WATER TANK REPAIRS	10,000	0	10,000	0	0	0
COMPUTER CONSULTANT	4,500	2,113	2,387	2,412	2,113	-299
SERVICE CONTRACTS	7,000	5,224	1,776	0	5,224	5,224
WORKMAN'S COMP INSURANCE	12,000	13,984	-1,984	11,110	13,984	2,874
GENERAL INSURANCE	14,500	10,665	3,835	9,704	10,665	961
LEGAL ADVERTISING	500	0	500	0	0	0
TRAVEL	500	0	500	0	0	0

**YTD BUDGET TO ACTUAL COMPARISON**      %

	BUDGET	ACTUAL	REMAINING	BUDGET	%
BANK FEES	150	1,011	-861	6.74	
ENGINEERING FEES	500	0	500	0.00	
TRAINING	1,200	500	700	0.42	
SUPPLIES & PRINTING	500	637	-137	1.27	
POWER - WATER & SEWER	106,550	76,248	30,302	0.72	
VEHICLE FUEL	6,000	2,889	3,111	0.48	
SUPPLIES-SEWER	10,000	8,202	1,798	0.82	
SUPPLIES-WATER	50,000	28,347	21,653	0.57	
REPAIRS & MAINT - BUILDING	3,500	36	3,464	0.01	
REPAIRS & MAINT - EQUIPMENT	500	0	500	0.00	
REPAIRS & MAINTENANCE-VEHICLES	5,000	2,993	2,007	0.60	
REPAIRS & MAINTENANCE - SEWER	36,000	11,448	24,552	0.32	
REPAIRS & MAINTENANCE - WATER	53,100	65,649	-12,549	1.24	
UNIFORMS	2,500	824	1,676	0.33	
EQUIPMENT RENTAL	1,000	0	1,000	0.00	
PURCHASE WATER-WCWA	40,000	67,563	-27,563	1.69	
TELEPHONE & POSTAGE	10,000	4,157	5,843	0.42	
DOWNTOWN DEVELOPMENT AUTH	5,000	0	5,000	0.00	
CAPITAL PURCHASES	0	0	0	*****	
DEPRECIATION	375,000	296,526	78,474	0.79	
MISCELLANEOUS	500	1,431	-931	2.86	
XFER ARC GR REV TO OTH CAP PRO	0	0	0	*****	
GEFA PAYMENT-2003-L30WS	0	0	0	*****	
GEFA PYMNT- SRF 13-012 HAMBY	30,848	23,117	7,731	0.75	
GEFA PYMNT-SRF 14-018 WILLOW	28,120	21,077	7,043	0.75	
INTEREST-GEFA-2003-L30WS	2,500	0	2,500	0.00	
INT EXP - SRF 13-012 HAMBY ST	1,096	841	255	0.77	
INT EXP-GEFA SRF 14-018 WILLOW	694	533	161	0.77	
INT EXP - 2021 BOND	0	79,673	-79,673	*****	
GEFA PAYMENT - STIMULUS LOAN	0	3,041	-3,041	*****	
INTEREST EXP - GEFA STIMULUS	1,500	1,245	255	0.83	
<b>TOTAL EXP FOR FUND</b>	<b>1,277,532</b>	<b>1,105,770</b>	<b>171,762</b>	<b>0.87</b>	

**YTD COMPARISON TO PRIOR YEAR**

	3/31/2021	3/31/2022	VARIANCE
	0	1,011	1,011
	0	0	0
	0	500	500
	111	637	526
	74,399	76,248	1,849
	2,619	2,889	270
	10,352	8,202	-2,150
	42,542	28,347	-14,195
	0	36	36
	234	0	-234
	1,806	2,993	1,187
	20,338	11,448	-8,890
	36,800	65,649	28,849
	890	824	-66
	0	0	0
	30,902	67,563	36,661
	4,006	4,157	151
	0	0	0
	5,625	0	-5,625
	296,526	296,526	0
	0	1,431	1,431
	0	0	0
	30,710	0	-30,710
	22,965	23,117	152
	20,972	21,077	105
	7,972	0	-7,972
	993	841	-152
	639	533	-106
	0	79,673	79,673
	13,395	3,041	-10,354
	5,892	1,245	-4,647
<b>TOTAL</b>	<b>927,355</b>	<b>1,105,770</b>	<b>178,415</b>

<b>TOTAL REVENUES FOR FUND</b>	913,290
<b>TOTAL EXP FOR FUND</b>	1,105,770
<b>NET REVENUES OVER EXPENSES</b>	<u>-192,480</u>

**CITY of HELEN**  
**FINANCIAL COMPARISON REPORT**  
**GENERAL - FUND 100**  
**NINE MONTHS ENDED MARCH 31, 2022**

	YTD BUDGET TO ACTUAL COMPARISON			%	YTD COMPARISON TO PRIOR YEAR		
	BUDGET	ACTUAL	REMAINING		3/31/2021	3/31/2022	VARIANCE
<b>REVENUES</b>							
REAL PROPERTY TAX	442,729	441,030	1,699	1.00	438,466	441,030	2,564
PAYMENT IN LIEU OF PROP TAXES	4,500	0	4,500	0.00	5,434	0	-5,434
PRIOR YEAR FUND BALANCE	20,845	0	20,845	0.00	0	0	0
VEHICLE AD VALOREM TAX	2,500	966	1,534	0.39	1,024	966	-58
TITLE AD VALOREM TAX FEE	20,000	22,502	-2,502	1.13	14,292	22,502	8,210
INTANGIBLE RECORDING TAX	14,000	27,597	-13,597	1.97	12,080	27,597	15,517
REAL ESTATE TRANSFER TAX	6,000	11,700	-5,700	1.95	8,250	11,700	3,450
FRANCHISE TAX CABLE	10,000	1,508	8,492	0.15	5,966	1,508	-4,458
FRANCHISE TAX TELE(RIGHTOFWAY)	8,000	5,022	2,978	0.63	5,372	5,022	-350
SALES TAX	113,000	126,301	-13,301	1.12	113,785	126,301	12,516
ALC BEV EXCISE TAX-BEER/WINE	1,050,000	1,063,127	-13,127	1.01	981,351	1,063,127	81,776
ALCOHOL BEV EXCISE TAX-LIQUOR	142,000	117,499	24,501	0.83	114,351	117,499	3,148
PENLTY & INTRST HOTEL/MOTL TAX	45,000	39,000	6,000	0.87	39,893	39,000	-893
MIXED DRINK TAX	1,000	4,877	-3,877	4.88	2,477	4,877	2,400
OCCUPATIONAL TAX	75,000	83,265	-8,265	1.11	71,820	83,265	11,445
PREMIUM TAX	115,000	122,140	-7,140	1.06	115,445	122,140	6,695
PENALTY & INTERST PROPERTY TAX	35,000	42,217	-7,217	1.21	40,959	42,217	1,258
PENLTY & INTERST MIXD DRINK TAX	500	833	-333	1.67	423	833	410
ALCOHOLIC BEV LIC FEE	50	186	-136	3.72	13	186	173
ALCOHOL SERVER PERMITS	600	2,317	-1,717	3.86	1,525	2,317	792
INSURANCE-GMA LICENSE FEES	140,000	155,525	-15,525	1.11	153,285	155,525	2,240
CARRIAGE CO REGULATORY FEE	12,000	9,555	2,445	0.80	9,808	9,555	-253
HORSE/CARRIAGE/DRIVER PERMIT	2,600	2,812	-212	1.08	2,715	2,812	97
SPECIAL EVENTS PERMIT FEES	500	260	240	0.52	390	260	-130
BUILDING PERMITS	1,000	305	695	0.31	510	305	-205
REZONING PERMIT	200	150	50	0.75	100	150	50
ELECTRICAL PERMIT	8,000	21,562	-13,562	2.70	8,423	21,562	13,139
RE-INSPECTION FEE	100	20	80	0.20	188	20	-168
PLUMBING PERMIT	1,200	2,039	-839	1.70	822	2,039	1,217
MECHANICAL PERMIT	200	0	200	0.00	0	0	0
SIGN APPLICATION PERMIT	750	1,563	-813	2.08	790	1,563	773
GAS PERMIT	1,000	1,773	-773	1.77	874	1,773	899
LATE FEE - BUILDING	1,000	1,325	-325	1.33	2,025	1,325	-700
ADMINISTRATION FEE - G.F.	0	0	0	*****	0	0	0
XFRS FROM H/M TAX FUND - 5%	0	0	0	*****	0	0	0
	4,000	6,250	-2,250	1.56	5,659	6,250	591
	562,500	859,544	-297,044	1.53	579,124	859,544	280,420

	YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR			
	BUDGET	ACTUAL	REMAINING	%	3/31/2021	3/31/2022	VARIANCE
XFRS FROM H/M TAX FUND - 3%	281,250	429,772	-148,522	1.53	289,562	429,772	140,210
CARES GRANT REVENUE	0	0	0	*****	29,315	0	-29,315
GEFA GRANT REV-EV CHARGING ST	0	0	0	0.00	0	0	0
DOT GRANT REVENUE - LMTG	22,000	23,230	-1,230	1.06	21,045	23,230	2,185
GEMA GRANT REVENUE -GENERATOR	0	0	0	*****	12,008	0	-12,008
ELECTION QUALIFYING FEES	105	210	-105	2.00	0	210	210
CONTRACT-WHITE CO FIRE SERVICE	4,000	0	4,000	0.00	0	0	0
FINGERPRINTS (ALCOHOL BEV LIC)	800	280	520	0.35	710	280	-430
SIGN MAINTENANCE FEES	2,500	4,250	-1,750	1.70	3,725	4,250	525
EV CHARGING STATION REVENUE	0	573	-573	*****	116	573	457
GARBAGE FEES	45,000	40,737	4,263	0.91	39,184	40,737	1,553
FIRST RESPONDERS GRANT	0	8,612	-8,612	*****	0	8,612	8,612
PARKING FEES	65,000	173,356	-108,356	2.67	47,453	173,356	125,903
BACKGROUND INVESTIGATION	300	190	110	0.63	120	190	70
CREDIT CARD USER FEES	3,000	3,631	-631	1.21	4,190	3,631	-559
FINES	150,000	135,567	14,433	0.90	119,877	135,567	15,690
ALCOHOL LICENSEE FINES	500	0	500	0.00	0	0	0
WARRANT/FAILURE TO APPEAR FEE	1,500	2,500	-1,000	1.67	1,500	2,500	1,000
COMMUNITY SERVICE FEES	0	0	0	*****	0	0	0
INTEREST EARNED	5,000	2,697	2,303	0.54	5,678	2,697	-2,981
DONATIONS COMMUN RELATIONS- PD	15,500	28,910	-13,410	1.87	21,372	28,910	7,538
RENT - CITY BUILDINGS	36,000	27,125	8,875	0.75	27,250	27,125	-125
MISCELLANEOUS REVENUE	5,000	15,378	-10,378	3.08	1,468	15,378	13,910
OUTDOOR LIGHTING LIGHTS	15,000	8,340	6,660	0.56	18,759	8,340	-10,419
INSURANCE REIMBURSEMENT	0	39,575	-39,575	*****	0	39,575	39,575
<b>TOTAL REVENUES FOR FUND</b>	<b>3,493,229</b>	<b>4,119,703</b>	<b>-626,474</b>	<b>1.18</b>	<b>3,380,971</b>	<b>4,119,703</b>	<b>738,732</b>

	BUDGET	ACTUAL	REMAINING	%	3/31/2021	3/31/2022	VARIANCE
XFRS FROM H/M TAX FUND - 3%	281,250	429,772	-148,522	1.53	289,562	429,772	140,210
CARES GRANT REVENUE	0	0	0	*****	29,315	0	-29,315
GEFA GRANT REV-EV CHARGING ST	0	0	0	0.00	0	0	0
DOT GRANT REVENUE - LMTG	22,000	23,230	-1,230	1.06	21,045	23,230	2,185
GEMA GRANT REVENUE -GENERATOR	0	0	0	*****	12,008	0	-12,008
ELECTION QUALIFYING FEES	105	210	-105	2.00	0	210	210
CONTRACT-WHITE CO FIRE SERVICE	4,000	0	4,000	0.00	0	0	0
FINGERPRINTS (ALCOHOL BEV LIC)	800	280	520	0.35	710	280	-430
SIGN MAINTENANCE FEES	2,500	4,250	-1,750	1.70	3,725	4,250	525
EV CHARGING STATION REVENUE	0	573	-573	*****	116	573	457
GARBAGE FEES	45,000	40,737	4,263	0.91	39,184	40,737	1,553
FIRST RESPONDERS GRANT	0	8,612	-8,612	*****	0	8,612	8,612
PARKING FEES	65,000	173,356	-108,356	2.67	47,453	173,356	125,903
BACKGROUND INVESTIGATION	300	190	110	0.63	120	190	70
CREDIT CARD USER FEES	3,000	3,631	-631	1.21	4,190	3,631	-559
FINES	150,000	135,567	14,433	0.90	119,877	135,567	15,690
ALCOHOL LICENSEE FINES	500	0	500	0.00	0	0	0
WARRANT/FAILURE TO APPEAR FEE	1,500	2,500	-1,000	1.67	1,500	2,500	1,000
COMMUNITY SERVICE FEES	0	0	0	*****	0	0	0
INTEREST EARNED	5,000	2,697	2,303	0.54	5,678	2,697	-2,981
DONATIONS COMMUN RELATIONS- PD	15,500	28,910	-13,410	1.87	21,372	28,910	7,538
RENT - CITY BUILDINGS	36,000	27,125	8,875	0.75	27,250	27,125	-125
MISCELLANEOUS REVENUE	5,000	15,378	-10,378	3.08	1,468	15,378	13,910
OUTDOOR LIGHTING LIGHTS	15,000	8,340	6,660	0.56	18,759	8,340	-10,419
INSURANCE REIMBURSEMENT	0	39,575	-39,575	*****	0	39,575	39,575
<b>TOTAL REVENUES FOR FUND</b>	<b>3,493,229</b>	<b>4,119,703</b>	<b>-626,474</b>	<b>1.18</b>	<b>3,380,971</b>	<b>4,119,703</b>	<b>738,732</b>

	YTD BUDGET TO ACTUAL COMPARISON			%	YTD COMPARISON TO PRIOR YEAR		
	BUDGET	ACTUAL	REMAINING		3/31/2021	3/31/2022	VARIANCE
<b>GENERAL OVERHEAD EXPENDITURES</b>							
WORKMENS COMP INS	70,000	68,276	1,724	0.98	54,242	68,276	14,034
ELECTION COSTS	4,000	3,845	155	0.96	169	3,845	3,676
SERVICE CONTRACTS	17,786	16,004	1,782	0.90	719	16,004	15,285
CONTRACT- W.C. PROPERTY TAX	7,000	6,330	670	0.90	6,335	6,330	-5
BANK FEES	4,500	18,916	-14,416	4.20	2,817	18,916	16,099
CONTRACT MUNICIPAL CODE CORP	6,500	3,279	3,221	0.50	0	3,279	3,279
FINGERPRINTS/ALC BEV, BACKGRND	500	43	457	0.09	171	43	-128
LEGAL EXPENSE	23,000	14,284	8,716	0.62	9,990	14,284	4,294
COMPUTER CONSULTANT	7,000	4,987	2,013	0.71	5,689	4,987	-702
DUES & SUBSCRIPTIONS	5,000	2,413	2,587	0.48	3,916	2,413	-1,503
LIBRARY UTILITIES/MAINTENANCE	13,000	14,914	-1,914	1.15	8,858	14,914	6,056
GENERAL INSURANCE	83,000	60,432	22,568	0.73	54,988	60,432	5,444
SAVE VERIFICATION USER FEES	200	50	150	0.25	50	50	0
LEGAL ADVERTISING	1,500	1,811	-311	1.21	1,332	1,811	479
AUDIT FEES	30,650	25,699	4,951	0.84	20,354	25,699	5,345
ADMIN FEE - GREAT-WEST	400	0	400	0.00	375	0	-375
ADMIN FEE - ADMIN AMERICA	500	622	-122	1.24	0	622	622
LICENSE FEES	100	72	28	0.72	0	72	72
SUPPLIES & PRINTING	12,000	4,803	7,197	0.40	8,530	4,803	-3,727
WATER/SEWER	11,500	6,247	5,253	0.54	7,587	6,247	-1,340
POWER	98,000	72,848	25,152	0.74	77,743	72,848	-4,895
GAS HEATING	7,000	6,437	563	0.92	5,344	6,437	1,093
EQUIPMENT RENTAL	5,500	4,119	1,381	0.75	3,221	4,119	898
EMPLOYEE/COMMUNITY APPRECIATIO	5,000	10,487	-5,487	2.10	4,822	10,487	5,665
ALCOHOL SRV PERMITS-EQUIP/SUPL	500	119	381	0.24	109	119	10
TELEPHONE & POSTAGE	12,500	6,336	6,164	0.51	7,707	6,336	-1,371
MISCELLANEOUS EXPENSE	4,000	8,331	-4,331	2.08	8,243	8,331	88
CONTRACT-NE GA REG LIBRARY	73,500	36,666	36,834	0.50	54,999	36,666	-18,333
TRANSFER TO 2020 SPOST	0	0	0	*****	100	0	-100
<b>TOTAL GENERAL OVERHEAD</b>	<b>504,136</b>	<b>398,370</b>	<b>105,766</b>	<b>0.79</b>	<b>348,410</b>	<b>398,370</b>	<b>49,960</b>

**GENERAL OVERHEAD EXPENDITURES**

WORKMENS COMP INS  
ELECTION COSTS  
SERVICE CONTRACTS  
CONTRACT- W.C. PROPERTY TAX  
BANK FEES  
CONTRACT MUNICIPAL CODE CORP  
FINGERPRINTS/ALC BEV, BACKGRND  
LEGAL EXPENSE  
COMPUTER CONSULTANT  
DUES & SUBSCRIPTIONS  
LIBRARY UTILITIES/MAINTENANCE  
GENERAL INSURANCE  
SAVE VERIFICATION USER FEES  
LEGAL ADVERTISING  
AUDIT FEES  
ADMIN FEE - GREAT-WEST  
ADMIN FEE - ADMIN AMERICA  
LICENSE FEES  
SUPPLIES & PRINTING  
WATER/SEWER  
POWER  
GAS HEATING  
EQUIPMENT RENTAL  
EMPLOYEE/COMMUNITY APPRECIATIO  
ALCOHOL SRV PERMITS-EQUIP/SUPL  
TELEPHONE & POSTAGE  
MISCELLANEOUS EXPENSE  
CONTRACT-NE GA REG LIBRARY  
TRANSFER TO 2020 SPOST  
**TOTAL GENERAL OVERHEAD**

	YTD BUDGET TO ACTUAL COMPARISON		%	
BUDGET	ACTUAL	REMAINING	BUDGET	%
305,000	261,773	43,227	0.86	
6,000	3,521	2,479	0.59	
70,000	48,251	21,749	0.69	
24,000	16,757	7,243	0.70	
22,200	17,508	4,692	0.79	
7,500	5,959	1,541	0.79	
9,000	3,987	5,013	0.44	
443,700	357,756	85,944	0.81	

**ADMINISTRATION EXPENDITURES**

SALARIES  
OVERTIME WAGES  
HEALTH INSURANCE  
EMPLOYMENT TAXES  
RETIREMENT BENEFITS  
TRAVEL  
TRAINING  
**TOTAL ADMINISTRATION**

	YTD BUDGET TO ACTUAL COMPARISON		%	
BUDGET	ACTUAL	REMAINING	BUDGET	%
6,600	5,000	1,600	0.76	
5,000	5,289	-289	1.06	
2,000	3,730	-1,730	1.87	
200	110	90	0.55	
13,800	14,129	-329	1.02	

**CITY COMMISSION EXPENDITURES**

SALARIES  
TRAVEL  
TRAINING  
SUPPLIES & PRINTING  
**TOTAL CITY COMMISSION**

	YTD BUDGET TO ACTUAL COMPARISON		%	
BUDGET	ACTUAL	REMAINING	BUDGET	%
9,600	7,200	2,400	0.75	
340	25	315	0.07	
6,000	4,500	1,500	0.75	
5,400	4,050	1,350	0.75	
400	1,285	-885	3.21	
200	25	175	0.13	
1,000	150	850	0.15	
200	4	196	0.02	
200	0	200	0.00	
23,340	17,239	6,101	0.74	

**JUDICIAL EXPENDITURES**

CONTRACT LABOR - JUDGE/BAILIFF  
DUES & SUBSCRIPTIONS  
SOLICITOR  
PUBLIC DEFENDER  
TRAVEL  
WITNESS FEES  
TRAINING  
SUPPLIES & PRINTING  
EQUIPMENT  
**TOTAL JUDICIAL**

	YTD COMPARISON TO PRIOR YEAR		%	
3/31/2021	3/31/2022	VARIANCE		
314,728	261,773	-52,955		
1,735	3,521	1,786		
43,930	48,251	4,321		
24,019	16,757	-7,262		
13,901	17,508	3,607		
664	5,959	5,917		
399,019	357,756	-41,263		

	YTD COMPARISON TO PRIOR YEAR		%	
3/31/2021	3/31/2022	VARIANCE		
4,950	5,000	50		
0	5,289	5,289		
0	3,730	3,730		
0	110	110		
4,950	14,129	9,179		

	YTD COMPARISON TO PRIOR YEAR		%	
3/31/2021	3/31/2022	VARIANCE		
7,200	7,200	0		
0	25	25		
4,500	4,500	0		
4,050	4,050	0		
0	1,285	1,285		
0	25	25		
0	150	150		
212	4	-208		
0	0	0		
15,962	17,239	1,277		

**YTD BUDGET TO ACTUAL COMPARISON**      %

	BUDGET	ACTUAL	REMAINING	BUDGET	3/31/2021	3/31/2022	VARIANCE
<b>FIRE DEPARTMENT EXPENDITURES</b>							
SALARIES	203,623	158,382	45,241	0.78	134,787	158,382	23,595
FIREFIGHTERS CANCER BENEFIT	1,850	1,176	674	0.64	1,430	1,176	-254
VOLUNTEER FIREFIGHTER COMPENSA	1,000	0	1,000	0.00	540	0	-540
VOLUNTEER FIREFIGHTER ACC. INS	1,850	0	1,850	0.00	1,715	0	-1,715
HEALTH INSURANCE	17,667	12,222	5,445	0.69	11,121	12,222	1,101
EMPLOYMENT TAXES	16,000	12,355	3,645	0.77	10,731	12,355	1,624
RETIREMENT BENEFITS	5,000	1,803	3,197	0.36	1,818	1,803	-15
DUES & SUBSCRIPTIONS	3,300	3,587	-287	1.09	2,737	3,587	850
REPAIRS & MAINT - EQUIPMENT	4,000	2,900	1,100	0.73	2,299	2,900	601
COMPUTER CONSULTANT	1,000	0	1,000	0.00	446	0	-446
TRAVEL	500	0	500	0.00	0	0	0
TRAINING	2,000	1,056	944	0.53	0	1,056	1,056
SUPPLIES & PRINTING	2,500	2,775	-275	1.11	1,356	2,775	1,419
REPAIRS & MAINTENANCE - BUILDINGS	3,000	952	2,048	0.32	3,414	952	-2,462
REPAIRS & MAINTENANCE- VEHICLE	10,000	3,360	6,640	0.34	4,738	3,360	-1,378
VEHICLE FUEL	6,000	5,134	866	0.86	3,242	5,134	1,892
UNIFORMS	4,500	4,570	-70	1.02	0	4,570	4,570
TURNOUT GEAR	5,200	0	5,200	0.00	4,728	0	-4,728
EQUIPMENT	10,000	1,206	8,794	0.12	1,541	1,206	-335
TELEPHONE & POSTAGE	2,500	1,105	1,395	0.44	1,203	1,105	-98
CAPITAL EXPENDITURES	0	5,881	-5,881	*****	0	5,881	5,881
MISCELLANEOUS	500	0	500	0.00	0	0	0
HME AHRENS FOX FIRE TRUCK NOTE	39,826	39,826	0	1.00	38,644	39,826	1,182
INT EXP - COMPRESSOR, AIR PACK	0	0	0	*****	0	0	0
INTEREST-HME AHRENS FIRE TRUCK	7,895	7,895	0	1.00	9,077	7,895	-1,182
<b>TOTAL FIRE DEPARTMENT</b>	<b>349,711</b>	<b>266,185</b>	<b>83,526</b>	<b>0.76</b>	<b>235,567</b>	<b>266,185</b>	<b>30,618</b>

	YTD BUDGET TO ACTUAL COMPARISON			%	YTD COMPARISON TO PRIOR YEAR		
	BUDGET	ACTUAL	REMAINING		3/31/2021	3/31/2022	VARIANCE
<b>HOUSING &amp; DEVELOPMENT EXPEND</b>							
SALARIES	62,775	52,788	9,987	0.84	46,940	52,788	5,848
HEALTH INSURANCE	13,300	9,399	3,901	0.71	6,767	9,399	2,632
EMPLOYMENT TAXES	4,900	4,038	862	0.82	3,591	4,038	447
RETIREMENT BENEFITS	3,080	2,850	230	0.93	1,440	2,850	1,410
DUES & SUBSCRIPTIONS	500	422	78	0.84	30	422	392
SERVICE CONTRACTS	2,510	1,882	628	0.75	0	1,882	1,882
COMPUTER CONSULTANT	500	0	500	0.00	0	0	0
WELCOME CENTER UTIL & MAINT	3,000	4,347	-1,347	1.45	1,183	4,347	3,164
TRAVEL	1,500	1,581	-81	1.05	675	1,581	906
TRAINING	1,500	1,086	414	0.72	1,468	1,086	-382
FIREWORKS	10,100	0	10,100	0.00	0	0	0
SUPPLIES & PRINTING	1,000	2,300	-1,300	2.30	241	2,300	2,059
REPAIR & MAINT - VEHICLES	500	207	293	0.41	75	207	132
VEHICLE FUEL	1,200	1,757	-557	1.46	888	1,757	869
UNIFORMS	600	44	556	0.07	193	44	-149
OUTDOOR LIGHTING LIGHTS	15,000	0	15,000	0.00	15,923	0	-15,923
CITY DECORATIONS	35,000	51,684	-16,684	1.48	55,340	51,684	-3,656
TELEPHONE	2,000	1,018	982	0.51	954	1,018	64
MISCELLANEOUS	100	0	100	0.00	0	0	0
H/M SPECIAL PROJECTS	95,000	3,000	92,000	0.03	64,319	3,000	-61,319
H/M REPAIRS & MAINT	65,000	72,595	-7,595	1.12	58,626	72,595	13,969
H/M SPECIAL PROJ-STREET SIGNS	0	0	0	*****	0	0	0
<b>TOTAL HOUSING &amp; DEVELOPMENT</b>	<b>319,065</b>	<b>210,998</b>	<b>108,067</b>	<b>0.66</b>	<b>258,653</b>	<b>210,998</b>	<b>-47,655</b>

	YTD BUDGET TO ACTUAL COMPARISON			%	YTD COMPARISON TO PRIOR YEAR		
	BUDGET	ACTUAL	REMAINING		3/31/2021	3/31/2022	VARIANCE
<b>HOUSING &amp; DEVELOPMENT EXPEND</b>							
SALARIES	62,775	52,788	9,987	0.84	46,940	52,788	5,848
HEALTH INSURANCE	13,300	9,399	3,901	0.71	6,767	9,399	2,632
EMPLOYMENT TAXES	4,900	4,038	862	0.82	3,591	4,038	447
RETIREMENT BENEFITS	3,080	2,850	230	0.93	1,440	2,850	1,410
DUES & SUBSCRIPTIONS	500	422	78	0.84	30	422	392
SERVICE CONTRACTS	2,510	1,882	628	0.75	0	1,882	1,882
COMPUTER CONSULTANT	500	0	500	0.00	0	0	0
WELCOME CENTER UTIL & MAINT	3,000	4,347	-1,347	1.45	1,183	4,347	3,164
TRAVEL	1,500	1,581	-81	1.05	675	1,581	906
TRAINING	1,500	1,086	414	0.72	1,468	1,086	-382
FIREWORKS	10,100	0	10,100	0.00	0	0	0
SUPPLIES & PRINTING	1,000	2,300	-1,300	2.30	241	2,300	2,059
REPAIR & MAINT - VEHICLES	500	207	293	0.41	75	207	132
VEHICLE FUEL	1,200	1,757	-557	1.46	888	1,757	869
UNIFORMS	600	44	556	0.07	193	44	-149
OUTDOOR LIGHTING LIGHTS	15,000	0	15,000	0.00	15,923	0	-15,923
CITY DECORATIONS	35,000	51,684	-16,684	1.48	55,340	51,684	-3,656
TELEPHONE	2,000	1,018	982	0.51	954	1,018	64
MISCELLANEOUS	100	0	100	0.00	0	0	0
H/M SPECIAL PROJECTS	95,000	3,000	92,000	0.03	64,319	3,000	-61,319
H/M REPAIRS & MAINT	65,000	72,595	-7,595	1.12	58,626	72,595	13,969
H/M SPECIAL PROJ-STREET SIGNS	0	0	0	*****	0	0	0
<b>TOTAL HOUSING &amp; DEVELOPMENT</b>	<b>319,065</b>	<b>210,998</b>	<b>108,067</b>	<b>0.66</b>	<b>258,653</b>	<b>210,998</b>	<b>-47,655</b>



	YTD BUDGET TO ACTUAL COMPARISON			%	YTD COMPARISON TO PRIOR YEAR		
	BUDGET	ACTUAL	REMAINING		3/31/2021	3/31/2022	VARIANCE
<b>PUBLIC WORKS EXPENDITURES</b>							
SALARIES	203,000	146,088	56,912	0.72	135,412	146,088	10,676
OVERTIME WAGES	12,000	8,108	3,892	0.68	6,963	8,108	1,145
HEALTH INSURANCE	137,100	75,334	61,766	0.55	73,710	75,334	1,624
EMPLOYMENT TAXES	19,600	11,865	7,735	0.61	11,171	11,865	694
RETIREMENT BENEFITS	3,000	200	2,800	0.07	0	200	200
LEGAL ADVERTISING	500	83	417	0.17	456	83	-373
EQUIPMENT RENTAL	500	0	500	0.00	0	0	0
STREET/PARK LOT REPAIRS & PAVE	25,000	47,056	-22,056	1.88	1,501	47,056	45,555
SIDEWALK REPAIR & CONSTRUCTION	12,000	2,388	9,612	0.20	152	2,388	2,236
DRAINAGE REPAIR AND MAINT	2,800	0	2,800	0.00	0	0	0
STREET LIGHT REPAIR/INSTALL	3,000	1,801	1,199	0.60	871	1,801	930
COMPUTER CONSULTANT	1,000	0	1,000	0.00	0	0	0
TRAVEL	500	109	391	0.22	0	109	109
TRAINING	300	798	-498	2.66	0	798	798
CONTRACT - LANDSCAPING	151,995	113,891	38,104	0.75	110,624	113,891	3,267
SUPPLIES & PRINTING	500	167	333	0.33	584	167	-417
SUPPLIES - DEPARTMENT	7,000	3,527	3,473	0.50	2,164	3,527	1,363
TREE CARE & PLANTING	10,500	30,584	-20,084	2.91	5,314	30,584	25,270
MARKET PLAZA MAINTENANCE	1,000	875	125	0.88	97	875	778
REPAIRS & MAINT - EQUIPMENT	3,000	3,325	-325	1.11	2,921	3,325	404
REPAIRS & MAINT - VEHICLES	7,500	7,684	-184	1.02	6,842	7,684	842
REPAIRS & MAINT - BUILDINGS	12,000	2,693	9,307	0.22	5,980	2,693	-3,287
VEHICLE FUEL	8,000	8,587	-587	1.07	5,190	8,587	3,397
UNIFORMS	2,800	1,316	1,484	0.47	1,649	1,316	-333
EQUIPMENT	2,000	10,868	-8,868	5.43	20,413	10,868	-9,545
PARK MAINTENANCE	2,000	878	1,122	0.44	68	878	810
DECORATIONS - REPAIR & MAINT	12,000	0	12,000	0.00	11,190	0	-11,190
FLAGS	3,000	596	2,404	0.20	5,042	596	-4,446
STREET SIGNS	3,000	6,700	-3,700	2.23	998	6,700	5,702
TELEPHONE & POSTAGE	7,500	3,630	3,870	0.48	2,762	3,630	868
CAPITAL EXPENDITURES	33,500	0	33,500	0.00	0	0	0
MISCELLANEOUS	1,500	70	1,430	0.05	1,877	70	-1,807
<b>TOTAL PUBLIC WORKS</b>	<b>689,095</b>	<b>489,221</b>	<b>199,874</b>	<b>0.71</b>	<b>413,951</b>	<b>489,221</b>	<b>75,270</b>

	YTD BUDGET TO ACTUAL COMPARISON			%	YTD COMPARISON TO PRIOR YEAR		
	BUDGET	ACTUAL	REMAINING		3/31/2021	3/31/2022	VARIANCE
<b>PUBLIC WORKS EXPENDITURES</b>							
SALARIES	203,000	146,088	56,912	0.72	135,412	146,088	10,676
OVERTIME WAGES	12,000	8,108	3,892	0.68	6,963	8,108	1,145
HEALTH INSURANCE	137,100	75,334	61,766	0.55	73,710	75,334	1,624
EMPLOYMENT TAXES	19,600	11,865	7,735	0.61	11,171	11,865	694
RETIREMENT BENEFITS	3,000	200	2,800	0.07	0	200	200
LEGAL ADVERTISING	500	83	417	0.17	456	83	-373
EQUIPMENT RENTAL	500	0	500	0.00	0	0	0
STREET/PARK LOT REPAIRS & PAVE	25,000	47,056	-22,056	1.88	1,501	47,056	45,555
SIDEWALK REPAIR & CONSTRUCTION	12,000	2,388	9,612	0.20	152	2,388	2,236
DRAINAGE REPAIR AND MAINT	2,800	0	2,800	0.00	0	0	0
STREET LIGHT REPAIR/INSTALL	3,000	1,801	1,199	0.60	871	1,801	930
COMPUTER CONSULTANT	1,000	0	1,000	0.00	0	0	0
TRAVEL	500	109	391	0.22	0	109	109
TRAINING	300	798	-498	2.66	0	798	798
CONTRACT - LANDSCAPING	151,995	113,891	38,104	0.75	110,624	113,891	3,267
SUPPLIES & PRINTING	500	167	333	0.33	584	167	-417
SUPPLIES - DEPARTMENT	7,000	3,527	3,473	0.50	2,164	3,527	1,363
TREE CARE & PLANTING	10,500	30,584	-20,084	2.91	5,314	30,584	25,270
MARKET PLAZA MAINTENANCE	1,000	875	125	0.88	97	875	778
REPAIRS & MAINT - EQUIPMENT	3,000	3,325	-325	1.11	2,921	3,325	404
REPAIRS & MAINT - VEHICLES	7,500	7,684	-184	1.02	6,842	7,684	842
REPAIRS & MAINT - BUILDINGS	12,000	2,693	9,307	0.22	5,980	2,693	-3,287
VEHICLE FUEL	8,000	8,587	-587	1.07	5,190	8,587	3,397
UNIFORMS	2,800	1,316	1,484	0.47	1,649	1,316	-333
EQUIPMENT	2,000	10,868	-8,868	5.43	20,413	10,868	-9,545
PARK MAINTENANCE	2,000	878	1,122	0.44	68	878	810
DECORATIONS - REPAIR & MAINT	12,000	0	12,000	0.00	11,190	0	-11,190
FLAGS	3,000	596	2,404	0.20	5,042	596	-4,446
STREET SIGNS	3,000	6,700	-3,700	2.23	998	6,700	5,702
TELEPHONE & POSTAGE	7,500	3,630	3,870	0.48	2,762	3,630	868
CAPITAL EXPENDITURES	33,500	0	33,500	0.00	0	0	0
MISCELLANEOUS	1,500	70	1,430	0.05	1,877	70	-1,807
<b>TOTAL PUBLIC WORKS</b>	<b>689,095</b>	<b>489,221</b>	<b>199,874</b>	<b>0.71</b>	<b>413,951</b>	<b>489,221</b>	<b>75,270</b>

	YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR			
	BUDGET	ACTUAL	REMAINING	%	3/31/2021	3/31/2022	VARIANCE
<b>POLICE DEPARTMENT EXPENDITURES</b>							
SALARIES	610,000	493,336	116,664	0.81	429,425	493,336	63,911
OVERTIME WAGES	30,000	25,726	4,274	0.86	27,088	25,726	-1,362
SPECIAL DUTY OFFICERS COMP	2,000	0	2,000	0.00	0	0	0
HEALTH INSURANCE	247,702	134,279	113,423	0.54	131,417	134,279	2,862
EMPLOYMENT TAXES	50,000	38,258	11,742	0.77	33,425	38,258	4,833
RETIREMENT BENEFITS	14,890	4,861	10,029	0.33	3,660	4,861	1,201
COMPUTER CONSULTANT	250	0	250	0.00	0	0	0
SERVICE CONTRACTS	11,500	8,737	2,763	0.76	6,835	8,737	1,902
EQUIPMENT RENTAL	4,000	2,036	1,964	0.51	1,906	2,036	130
JAIL EXPENSE - WHITE COUNTY	23,000	17,185	5,815	0.75	8,855	17,185	8,330
LEGAL ADVERTISING	700	336	364	0.48	0	336	336
TRAVEL	3,620	2,731	889	0.75	1,274	2,731	1,457
DUES & SUBSCRIPTIONS	1,200	620	580	0.52	460	620	160
TRAINING	3,120	716	2,404	0.23	750	716	-34
SPECIAL INVESTIGATIONS	2,500	24,071	-21,571	9.63	500	24,071	23,571
SUPPLIES & PRINTING	4,500	2,285	2,215	0.51	3,520	2,285	-1,235
REPAIRS & MAINTENAN - VEHICLES	14,000	12,100	1,900	0.86	14,335	12,100	-2,235
REPAIRS & MAINT - EQUIPMENT	1,000	244	756	0.24	67	244	177
REPAIRS & MAINT - BUILDINGS	2,000	22	1,978	0.01	557	22	-535
VEHICLE FUEL	30,000	21,200	8,800	0.71	12,595	21,200	8,605
UNIFORMS	6,000	1,111	4,889	0.19	3,960	1,111	-2,849
EQUIPMENT	9,000	2,453	6,547	0.27	7,322	2,453	-4,869
TELEPHONE & POSTAGE	12,500	6,330	6,170	0.51	5,731	6,330	599
JAIL EXPENSE	100	0	100	0.00	0	0	0
CAPITAL EXPENDITURES	0	11,664	-11,664	*****	69,620	11,664	-57,956
MISCELLANEOUS	1,500	482	1,018	0.32	1,106	482	-624
<b>TOTAL POLICE DEPT</b>	<b>1,085,082</b>	<b>810,783</b>	<b>274,299</b>	<b>0.75</b>	<b>764,408</b>	<b>810,783</b>	<b>46,375</b>

	YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR			
	BUDGET	ACTUAL	REMAINING	%	3/31/2021	3/31/2022	VARIANCE
<b>POLICE DEPARTMENT EXPENDITURES</b>							
SALARIES	610,000	493,336	116,664	0.81	429,425	493,336	63,911
OVERTIME WAGES	30,000	25,726	4,274	0.86	27,088	25,726	-1,362
SPECIAL DUTY OFFICERS COMP	2,000	0	2,000	0.00	0	0	0
HEALTH INSURANCE	247,702	134,279	113,423	0.54	131,417	134,279	2,862
EMPLOYMENT TAXES	50,000	38,258	11,742	0.77	33,425	38,258	4,833
RETIREMENT BENEFITS	14,890	4,861	10,029	0.33	3,660	4,861	1,201
COMPUTER CONSULTANT	250	0	250	0.00	0	0	0
SERVICE CONTRACTS	11,500	8,737	2,763	0.76	6,835	8,737	1,902
EQUIPMENT RENTAL	4,000	2,036	1,964	0.51	1,906	2,036	130
JAIL EXPENSE - WHITE COUNTY	23,000	17,185	5,815	0.75	8,855	17,185	8,330
LEGAL ADVERTISING	700	336	364	0.48	0	336	336
TRAVEL	3,620	2,731	889	0.75	1,274	2,731	1,457
DUES & SUBSCRIPTIONS	1,200	620	580	0.52	460	620	160
TRAINING	3,120	716	2,404	0.23	750	716	-34
SPECIAL INVESTIGATIONS	2,500	24,071	-21,571	9.63	500	24,071	23,571
SUPPLIES & PRINTING	4,500	2,285	2,215	0.51	3,520	2,285	-1,235
REPAIRS & MAINTENAN - VEHICLES	14,000	12,100	1,900	0.86	14,335	12,100	-2,235
REPAIRS & MAINT - EQUIPMENT	1,000	244	756	0.24	67	244	177
REPAIRS & MAINT - BUILDINGS	2,000	22	1,978	0.01	557	22	-535
VEHICLE FUEL	30,000	21,200	8,800	0.71	12,595	21,200	8,605
UNIFORMS	6,000	1,111	4,889	0.19	3,960	1,111	-2,849
EQUIPMENT	9,000	2,453	6,547	0.27	7,322	2,453	-4,869
TELEPHONE & POSTAGE	12,500	6,330	6,170	0.51	5,731	6,330	599
JAIL EXPENSE	100	0	100	0.00	0	0	0
CAPITAL EXPENDITURES	0	11,664	-11,664	*****	69,620	11,664	-57,956
MISCELLANEOUS	1,500	482	1,018	0.32	1,106	482	-624
<b>TOTAL POLICE DEPT</b>	<b>1,085,082</b>	<b>810,783</b>	<b>274,299</b>	<b>0.75</b>	<b>764,408</b>	<b>810,783</b>	<b>46,375</b>

YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR		
BUDGET	ACTUAL	REMAINING	3/31/2021	3/31/2022	VARIANCE
15,500	16,633	-1,133	13,755	16,633	2,878

YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR		
BUDGET	ACTUAL	REMAINING	3/31/2021	3/31/2022	VARIANCE
15,500	16,633	-1,133	13,755	16,633	2,878

**COMMUNITY RELATIONS PROJECTS**

YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR		
BUDGET	ACTUAL	REMAINING	3/31/2021	3/31/2022	VARIANCE
35,000	29,016	5,984	27,196	29,016	1,820
6,200	4,279	1,921	4,467	4,279	-188
4,000	2,415	1,585	2,512	2,415	-97
2,000	973	1,027	0	973	973
2,000	376	1,624	416	376	-40
500	48	452	68	48	-20
100	0	100	0	0	0
49,800	37,107	12,693	34,659	37,107	2,448

**SOLID WASTE EXPENDITURES**

YTD BUDGET TO ACTUAL COMPARISON			YTD COMPARISON TO PRIOR YEAR		
BUDGET	ACTUAL	REMAINING	3/31/2021	3/31/2022	VARIANCE
35,000	29,016	5,984	27,196	29,016	1,820
6,200	4,279	1,921	4,467	4,279	-188
4,000	2,415	1,585	2,512	2,415	-97
2,000	973	1,027	0	973	973
2,000	376	1,624	416	376	-40
500	48	452	68	48	-20
100	0	100	0	0	0
49,800	37,107	12,693	34,659	37,107	2,448

**TOTAL SOLID WASTE**

3,493,229	2,618,421	874,808	2,489,334	2,618,421	129,087
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**TOTAL EXPENDITURES FOR FUND**

**TOTAL REVENUES FOR FUND**

4,119,703

**TOTAL EXP FOR FUND**

2,618,421

**NET REVENUES OVER EXPENDITURES**

1,501,282