

**CITY OF HELEN
COMMISSION MEETING
JUNE 17, 2014
3:00 P.M.
AGENDA**

1. CALL TO ORDER BY MAYOR JUDY HOLLOWAY
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM JUNE 3, 2014
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY CVB MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. FINANCIAL REPORT
 - B. 2014/2015 BUDGET DISCUSSION AND REVIEW
 - C. BRUCE JOHNSON OF ROUTE 75 ROADHOUSE FOR DISCUSSION OF OFF PREMISES ALCOHOL SALES FOR SPECIAL EVENTS
 - D. CONSIDERATION AND DISCUSSION OF MILLAGE RATE TO PREPARE FOR SETTING THE CITY BUDGET FOR FISCAL YEAR 2014/2015
 - E. DISCUSSION FOR CONSIDERATION FOR 2014 FLOATING RIVER PARADE, STREET DANCE, AND DATES FOR THE EVENTS
 - F. DISCUSSION FOR CONSIDERATION OF IMPROVEMENTS ON ESCOWEE STREET AND HAMBY STREET
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT

13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT

A. DISCUSSION OF CHANGES TO THE OFFICIAL CODE OF THE CITY OF HELEN FOR SHADOW BOXES AND MENU BOXES

14.ORDINANCES

A. PUBLIC HEARING FOR ORDINANCE 14-06-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2014-2015 FISCAL YEAR.

B. SECOND READING OF ORDINANCE 14-06-01; AN ORDINANCE OF THE CITY OF HELEN GEORGIA, MAKING APPROPRIATIONS FOR THE 2014-2015 FISCAL YEAR.

15 .CITY COMMISSION COMMENTS

16 .ADJOURNMENT

THIS AGENDA WAS POSTED JUNE 13, 2014 @ 11:00 A.M.

**CITY OF HELEN
COMMISSION MEETING
JUNE 17, 2014
3:00 P.M.
MINUTES OF MEETING**

The Helen City Commission met on Tuesday June 17, 2014 at 3:00 p.m. in the Commission Chambers at Helen City Hall, with Mayor Judy Holloway calling the meeting to order.

City Clerk Marilyn Chastain called the roll and the following were present; Commissioner Fred Garmon, Commissioner Helen Wilkins, Mayor Judy Holloway, Commissioner Dona K Burke, Commissioner Jeff Ash.

Also in attendance were City Manager Jerry Elkins, Finance Officer Debbie Gerchman, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Jim Couch, Public Works Director Ross Hewell, Building & Zoning Director Larry Krul. Absent was Fire Captain Lee Poteat.

Pledge of Allegiance to the Flag was given.

Approval of Agenda; Motion to approve made by Commissioner Fred Garmon, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

Approval of Minutes from June 3, 2014; Motion to approve made by Commissioner Dona K Burke, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Petitions and Communications from the Public; Geff McAllister stated that there had been some older distinguished ladies in his shop that stated the Public restrooms were the cleanest they had ever been in, and just wanted the Commission to hear the compliment. Commissioner Jeff Ash stated he did not appreciate being misquoted on Face book by someone about the 2014 SOWO event, the statement was concerning the 2013 SOWO event. Linda McAllister stated she would like to see the City contribute money if possible to the John Kollock memorial planned for the Arts Center.

Alpine Helen/White County CVB monthly report. Director Jerry Brown was present and brought in his monthly written report that will be included in the permanent minutes. He discussed the addition of a second web cam that will be installed on the current tattoo shop on the corner of Main & Chattahoochee, also of new advertisements and the number of visitors to the web site and Welcome center.

**CITY OF HELEN
COMMISSION MEETING
JUNE 17, 2014
MINUTES OF MEETING
PAGE 2**

Helen Chamber of Commerce Monthly report; Director Renee Chacon was present and their annual audit had just been completed and all was good, that the 2014 Mugs had been chosen and ordered, Oktoberfest advertising has started, Bingo on Tuesday & Fridays.

Administrative;

A. Financial Report; City Manager Jerry Elkins stated the Revenues for the past 11 months had been estimated extremely well and everything was on track with the budgeted amounts. Motion to approve the Financial Report made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

B. 2014/2015 Budget discussion and review; City Manager Jerry Elkins stated the only change to the Budget that had been previously given to the Commission for consideration was the addition of \$12,000.00 for the cell tower lease.

C. Bruce Johnson of Route 75 Roadhouse was present for discussion of off premises alcohol sales for Special Events. He would like to see Destination Helen become a City Wide event so that he would be able to sell alcohol at the event. Pat Turner of Chattahoochee Biker Gear stated that she and a silent partner were hosting the event and that Bruce Johnson was one of the sponsors. City Manager Jerry Elkins explained that before the Centennial event last year the Ordinance had been changed to allow the Restaurants to sell food, and, or alcohol at the event, but that the state required a very detailed description on the location, and the other requirements necessary. City Manager Jerry Elkins stated that to allow alcohol at events would require approval of the Commission, and must also meet State requirements. No motions were made.

D. Consideration and Discussion of Millage rate to prepare for setting the City Budget for Fysical Year 2014/2015. City Clerk Marilyn Chastain explained to the Commission that White County had not presented the final Consolidated Digest and until it was received the final Millage rate could not be set for the Budget, but according to her calculation that if no major changes were made, there would not have to be an increase in the current millage rate of 6.739.

E. Discussion for consideration for 2014 Floating River Parade, Street Dance and dates for the events if approved. City Manager Jerry Elkins asked if the Commission wanted to consider having again this year the Floating River Parade and Street Dance. After discussion on cost and dates, a Motion to approve the Floating River Parade for August 30, 2014 @ 11:00 a.m., and the Street Dance as a City Sponsored event for September 20, 2014 @ 6:30 p.m. till 10:30 p.m. with a budget of \$2000.00 and to authorize City Manager Jerry Elkins to proceed with necessary arrangements for the events made by Commissioner Jeff Ash, 2nd by Commissioner Fred Garmon. Motion approved with a unanimous vote of the Commission.

**CITY OF HELEN
COMMISSION MEETING
JUNE 17, 2014
MINUTES OF MEETING
PAGE 3**

F. Discussion for Consideration of improvements on Escowee Street and Hamby Street; City Manager Jerry Elkins explained the addition of sidewalks to the streets with the need to have a fence that is on the City's right of way removed to allow for the sidewalk construction, also of talking with property owner Terry Sims to be allowed to cross his property by giving the right of way to the City on the north end of the proposed project with no objections. Commissioner Jeff Ash made a motion to notify the property owner of the fence on Escowee Street to remove or relocate the fence that is on City Right of Way so that the City can move forward with plans for the sidewalk improvements, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Police Department monthly report. Copy of the Monthly report included as an integral part of the Minutes. Police Chief Jim Couch stated that the Shriner's parade went well on Saturday except that the starting point was at two different locations, he suggested using the Island area after it is finished for next year's Shriner parade, and other parades as well. Chamber of Commerce Director Renee Chacon stated the Shriner's had committed for returning next year and using the Fest Hall again.

Fire Department monthly report. None.

Public Works, Water and Waste Water monthly report; Public Works Director Ross Hewell brought his monthly report to the meeting, which will be included in the Minutes. There was discussion of Phase 2 of the Island project.

Building and Zoning Department monthly report is included as an integral part of the Minutes. Director Larry Krul informed the Commission that he had been making a lot of new friends in town with the business owners, update on America's Best Value Inn Motel of having a new Contractor, and possible development of the old amusement park property.

A. Discussion of changes to the official code of the City of Helen for shadow boxes and menu boxes. After much discussion, Commissioner Dona K Burke suggested changing the Ordinance to allow only one Box, for Menu's only, and only for restaurants that sell food. Building & Zoning Director Larry Krul stated that is the consensus of the Planning & Design board as well, but to allow a maximum of two if the business has more than one entrance. City Attorney Carl Free stated he would work on changing the Ordinance.

Ordinances;

A. Public hearing of Ordinance 14-06-01; An Ordinance of The City Of Helen, Georgia, making appropriations for the 2014-2015 Fiscal Year. Motion to go into the Public Hearing at 4:35 p.m. made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission. There were no comments from the Public. Motion to end the Public Hearing at 4:36 p.m. made by Commissioner Helen Wilkins, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

**CITY OF HELEN
COMMISSION MEETING
MINUTES OF MEETING
PAGE 4**

B. Second reading of Ordinance 14-06-01; An Ordinance of The City of Helen, Georgia, making appropriations for the 2014-2015 Fiscal Year. Motion to approve the second reading made by Commissioner Jeff Ash, 2nd by Commissioner Dona K Burke. Motion approved with a unanimous vote of the Commission.

City Commission Comments; None

Motion to adjourn at 4:38 p.m. made by Commissioner Dona K Burke, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED AND SUBMITTED BY,

CITY CLERK MARILYN CHASTAIN