



**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
NOVEMBER 15, 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:

Aletha Barrett

**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 OCTOBER 18, 2022
6. PRESENTATION OF LIFE SAVING AWARDS BY TERRY & LISA PITTMAN TO 2 POLICE OFFICERS, 2 FIRE DEPARTMENT EMPLOYEES & 2 WHITE COUNTY EMS PERSONNEL
7. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
8. ADMINISTRATIVE OPERATIONS
 - A. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - B. FINANCIAL REPORT
 - C. CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR BRITTANY BALLINGER OF BALLINGER ENTERPRISES INC LOCATED AT 8590-B NORTH MAIN STREET D/B/A THE TROLL TAVERN FOR AN ALCOHOL LICENSE FOR BEER ON PREMISES, WINE ON PREMISES, LIQUOR POURING AND SUNDAY SALES
9. HELEN/WHITE COUNTY CVB MONTHLY REPORT
10. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
11. POLICE DEPARTMENT MONTHLY REPORT
12. FIRE DEPARTMENT MONTHLY REPORT
13. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
14. BUILDING AND ZONING MONTHLY REPORT

15. PURCHASES AND BIDS

16. ORDINANCES;

FIRST READING ORDINANCE 22-11-01 ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 42 OF THE HELEN OFFICIAL CODE; MISCELLANEOUS OFFENSES AND PROVIDIONS; BY THE AMENDMENT OF SECTION 42-2

FIRST READING ORDINANCE 22-11-02 ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 42 OF THE HELEN OFFICAL CODE; MISCELLANEOUS OFFENSES AND PROVISIONS; BY THE AMENDMENT OF REVISION OF TWO EXISTING SECTIONS AND ADOPTION OF TWO NEW CODE SECTIONS

17. RESOLUTIONS

18. EXECUTIVE SESSION TO DISCUSS REAL ESTATE, PERSONNEL & PENDING OR POTENTIAL LITIGATION

19. CITY COMMISSION COMMENTS

20. ADJOURNMENT

**THIS AGENDA WAS POSTED NOVEMBER 11, 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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**CITY OF HELEN
COMMISSION MEETING
OCTOBER 18, 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:

Aletha Barrett

**Building and Zoning
Administrator:**

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**Public Works
Director:**

Jack Morgan

**Fire Department
Chief:**

Jody Prickett

The Helen City Commission met on Tuesday October 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 Jeff Ash, Mayor Fred Garmon, Commissioner Cinnamon Ruston, Commissioner Steve Fowler. Commissioner Cliff Hood was absent.

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

Pledge of Allegiance to the Flag was given.

APPROVAL OF AGENDA; Motion to Amend the Agenda by adding as item E under Administration discussion of River Street restrooms and approve made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

APPROVAL OF MINUTES FROM SEPTEMBER 20, 2022; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a majority voting yes. Commissioner Cinnamon Ruston abstained since she was not present at the meeting.

PETITIONNS AND COMMUNICATIONS FROM THE PUBLIC; Chris Williams and Merv Barbree asked Police Chief Aletha Barrett to please join them at the podium and presented her with a check for \$3,150.00 for the White Christmas campaign that had been raised during the Tapping of the Keg event and read a list of those donating and participating. Chief Barrett explained to the audience that money raised during several events such as this, the golf tournament, and car show is for children that may not otherwise have Christmas and about the items that are purchased for each child.

PUBLIC HEARING FOR ANNEXIATION OF TWO PROPERTIES;

H 04F 074; 115 COMER CIRCLE

HO4F 013; 7607 S. MAIN STREET

Motion to go into the Public Hearing at 10:09 a.m. made by Commissioner Jeff Ash, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 18, 2022
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PAGE 2**

Building & Zoning Director Darrell Westmoreland explained the location of the 2 properties and stated that the PDRB Board had forwarded to the Commission with the recommendation of approval, and that the Zoning would be C3. He went on to explain that the purchase included the house across the street where the current billboard is located and stated that the Purchaser Jason Graham has agreed not to renew the lease on the bill board when the lease expires and is planning on making the winery building a Brew Pub.

Motion to come out of the Public Hearing at 10:15 a.m.

Motion as result of Public Hearing made by Commissioner Steve Fowler to approve the annexation of both properties to C3, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

ADMINISTRATIVE OPERATIONS

UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; Fletcher Holliday of EMI gave a verbal report of current projects. He also gave a printed report which will be included as an integral part of the Minutes.

FINANCIAL REPORT; Finance Director Mona Wood was present and gave a verbal report. A copy of the report is included as an integral part of the Minutes.

DISCUSSION OF BONDS & CD'S; Commissioner Jeff Ash explained the investment to Georgia 1 would draw more interest and allow funds to be moved when needed easier than with traditional CD's. Motion to have an Ordinance Amendment to include Georgia 1 to the list of approved banking and financial institutions made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

DISCUSSION OF LIBRARY FUNDING; Commissioner Steve Fowler stated that the discussion is for understanding what the library does and what the funding that the City provides is used for. Justin Haynes the Helen Library Branch Manager went over a list of the services the Library provides to the Citizens and public.

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 18, 2022
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CONSIDERATION OF REVOCATION OF THE FENCE ENCROACHMENT LICENSE PROVIDED TO TINA MAYNARD ON MARCH 20, 2018; Motion to revoke the fence encroachment license from Tina Maynard and request removal within 90 days made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

DISCUSSION OF RESTROOMS ON RIVER STREET; There was discussion of the long lines of people waiting to go in the restrooms over the weekend and discussion of the need to update and or rebuild. Motion to approve getting a survey of the property and then to look at what can be built on the site or revamping the existing restrooms made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

HELEN/WHITE COUNTY CVB MONTHLY REPORT; Director Jerry Brown was present and gave a verbal report. Report included as an integral part of the Minutes. It was decided to have the Community Christmas Dinner on December 5, 2022 at Helen City Hall which had been cancelled the last 2 years due to Covid.

CONSIDERATION OF MR. DON OSTROWSKY OKTOBERFEST PERFORMER TO PERFORM AGAIN NEXT YEAR; Mr. Ostrowsky was present and thanked the Commission for letting him perform in the Marketplatz this year and hoped that they would allow him to again next year at the same fee. Motion to approve for 2023 made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission present.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Judy Holloway was present and gave a verbal report of happenings at the Festhall including they have 40 employees and had 180 empty kegs from the past weekend.

POLICE DEPARTMENT MONTHLY REPORT; Police Chief Aletha Barrett was present and gave a verbal report. Report included as an integral part of the Minutes.

DISCUSSION OF THE CURRENT OPEN CONTAINER ORDINANCE AND POTENTIAL MODIFICATIONS; (1) City of Helen Ordinance 42-2 Alcoholic beverages or alcohol infused products of any kind in open containers prohibited on public rights-of-way and property.

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 18, 2022
MINUTES OF MEETING
PAGE 4**

DISCUSS THE ADOPTION OF AFFRAY AND OBSTRUCTION STATE LAWS TO LOCAL ORDINANCES; City of Helen Code of Ordinances Article II -Offenses involving Public Peace and Order.

1). City of Helen Ordinance number 42-26 – An affray is the fighting by two or more persons in some public place to the disturbance of the public tranquility. State law reference – O.C.G.A. 16-11-32 Affray. Tabled to the next meeting.

2). City of Helen ordinance number 42-27 – Obstructing or hindering law enforcement officers – a person who knowingly and willfully obstructs or hinders any law enforcement officer in the lawful discharge of his official duties. State law reference- O.C.G.A. 16-10-24 Obstructing or hindering law enforcement officers. Tabled to the next meeting.

Police Chief Barrett went on to discuss the need for signage to be on the entrance and exits of each business selling alcohol and for the need for digital signs on each end of town alerting visitors of the open container Ordinance and that it will be strictly enforced. Chief Barrett stated the cost of the signs for the business to be approximately \$30.00 each, it was decided to rent the digital signs for one month instead of purchasing.

Commissioner Steve Fowler made a motion to revise the current Open Container ordinance to include allowing officers to cite the Alcohol License holder as well as the customer for allowing open containers of alcohol to leave their premises and to give each alcohol license holder 2 signs (1) for their entrance and (1) for their exit informing customers no open containers, and to approve 2 digital signs for each end of town, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

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

PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT; Director Jack Morgan was present and stated you have my report and asked if there were any questions. He stated they had been busy installing Christmas lights and decorations. Report included as an integral part of the Minutes.

1). DISCUSSION AND CONSIDERATION OF HTT-1100 MONITORING SYSTEM FOR WATER TANK LEVEL ALARMS IF WELLS BECOME HIGH OR LOW; Tabled to the next meeting in November. This item was tabled to the next meeting.

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 18, 2022
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PAGE 5**

Commissioner Jeff Ash asked about pricing for the Pole Barn for equipment storage. Building & Zoning Director Darrell Westmoreland stated he had not gotten the price yet for B&M metals but that an identical one had been built recently in town for \$34,000. Motion to approve the City Manager ordering the building for up to \$40,000, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

BUILDING AND ZONING MONTHLY REPORT; Director Darrell Westmoreland was present and gave a verbal report. Report included as an integral part of the Minutes.

PURCHASES AND BIDS; None

ORDINANCES; City Attorney Carl Fred read an annexation ordinance amendment to submit to DCA and stated it is not required to have a second reading. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

RESOLUTIONS; RESOLUTION NUMBER 22-10-01; RESOLUTION TO DISPOSE OF 126 SQUARE FEET OF CITY PROPERTY PURSUANT TO O.C.G.A. 36-37-6(G) FOR \$600.00 TO JBB INVESTMENT ENTERPRISES, LLC; City Attorney Carl Free informed the Commission that there were no other adjoining property owners that would benefit or that there is no value to the City to retain the property and can sell if desired. Motion to authorize the City Manager to sell the property for \$600.00 to JJB Investment Enterprises, LLC made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

EXECUTIVE SESSION TO DISCUSS PERSONNEL AND POSSIBLE OR PENDING LITIGATION; Motion to go into Executive Session at 11:35 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

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

There were no Motions made as a result of the Executive Session.

**CITY OF HELEN
COMMISSION MEETING
OCTOBER 18, 2022
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CITY COMMISSION COMMENTS; Commissioner Jeff Ash stated a lot had been covered and done. Commissioner Cinnamon Ruston stated it was a good meeting. Commissioner Steve Fowler stated he would like to look at a drawing for a parking deck.

ADJOURNMENT; Motion to adjourn at 12:10 p.m. made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN



11/22

Water/Wastewater - Infrastructure Projects Update - City of Helen

Hex Strasse Well: *Construction Cost: \$115,701* Well construction is complete, well is online, submitting for final drawl from GEFA, approximately \$62,000.00

Groundwater Development: Bid Date: 10/13/21 - *Award Date: 11/16/21 - Start Date: 12/20/21 - Construction Cost: \$43,700* EMI has petitioned EPD for a variance on the Chattahoochee site, we have received a response from EPD and are in communication with them. Hydrogeologist is scheduled to evaluate six other locations after Thanksgiving.

Meter Replacement Project: *Bid Date: 11/30/21* – Completed and closed out.

Main Street Side Walk: Initial design of the sidewalk, curb/gutter and storm drain has been completed. GDOT is now requesting additional design criteria for the retaining walls utilized on the sidewalk near City Hall. ***Construction is currently slated for Winter 2022.***

Solids Removal WWTF: Recently held preconstruction conference, notice to proceed is January 2, 2023, contractor is set to mobilize in December.

Main Lift-Station: Contractor has executed contracts, City is reviewing. ***Anticipated Completion Date May 2024.***

Well # 11 (Lenzen Property Well): Well was recently videoed, hydrogeologist is reviewing video in order to petition EPD for a variance. ***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.***

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

General Fund Operating	3,058,515
General Fund CD's	2,184,290
Totals	5,242,805
Water/Sewer Operating	1,210,069
Water/Sewer CDs	823,119
Totals	2,033,188
Hotel/Motel Special Projects	1,908,120
Police Dept Tech Fee	3,179
Confiscated Assets	52,410
Other Capital Projects	542,585
2014 SPLOST Fund	17,956
2020 SPLOST Fund	1,830,060
American Recovery Grant	209,394
Tree Fund	961
Totals	11,840,659

**CITY OF HELEN
FINANCIAL REPORT SUMMARY
FOUR MONTHS ENDED OCTOBER 31, 2022
TAX REVENUES SUMMARY COMPARISON**

TAX REVENUES

HOTEL/MOTEL TAX FUND

<u>Monthly Comparison</u>				<u>Fiscal YTD Comparison - Four Months Ended 10/31/22</u>			
<u>Oct-21</u>	<u>Oct-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>	<u>Oct-21</u>	<u>Oct-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
237,092	255,627	18,535	7.82%	1,104,676	1,135,446	30,770	2.79%

SALES TAX

<u>Monthly Comparison</u>				<u>Fiscal YTD Comparison - Four Months Ended 10/31/22</u>			
<u>Oct-21</u>	<u>Oct-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>	<u>Oct-21</u>	<u>Oct-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
111,173.00	127,216	16,043	14.43%	486,944	531,925	44,981	9.24%

2020 SPLOST

<u>Monthly Comparison</u>				<u>Fiscal YTD Comparison - Four Months Ended 10/31/22</u>			
<u>Oct-21</u>	<u>Oct-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>	<u>Oct-21</u>	<u>Oct-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
110,061	124,740	14,679	13.34%	482,075	524,091	42,016	8.72%

Fiscal YTD Budget Comparison - Four Months Ended 10/31/22

<u>Budget</u>	<u>Actual</u>	<u>% Inc(Dec)</u>
933,300	524,091	56.15%

<u>Cumulative #23</u>	<u>Estimated 2020</u>	<u>Difference</u>	<u>% of Estimate</u>
2,646,090	5,600,000	2,953,910	47.25%

City of Helen Debt Service as of October 31, 2022

Lender	Collateral	Loan Amount	Rate	Pmt. Amount	Due	Balance	Matures
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	114,088.41	Oct-26
GEFA DWSRG 13-012	Hamby St Bridge Crossing	309,040.75	0.660	2,661.97	Monthly	139,010.10	Mar-27
				<u>52,784.31</u>		<u>471,273.53</u>	

**CITY OF HELEN AVAILABLE 2020 SPLOST FUNDS
AS OF OCTOBER 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 & VEHICLES (5.36%)</u>	<u>2020 SPLOST REVENUE</u>
<u>TOTALS FOR</u>	1,300,000.00	1,900,000.00	2,100,000.00	300,000.00	5,600,000.00
<u>6 YEAR PERIOD</u>					
<u>CURRENT ESTIMATE</u>					
 <u>REVENUE</u>					
ACTUAL RECEIVED	614,180.90	897,852.56	992,321.58	141,835.83	2,646,190.87
INTEREST EARNED	1,453.82	2,125.30	2,348.92	335.74	6,263.78
 <u>EXPENSES</u>					
PRIOR YEARS TOTALS	325,795.83	145,213.64	127,664.93	9,832.76	608,507.16
CURRENT YEAR TOTALS	115,515.00	53,112.00	3,379.29	41,881.07	213,887.36
BANK FEES	0.00	0.00	0.00	0.00	0.00
 <u>2020 SPLOST AVAILABLE</u>	<u>174,323.89</u>	<u>701,652.22</u>	<u>863,626.27</u>	<u>90,457.74</u>	<u>1,830,060.13</u>

**CITY OF HELEN AVAILABLE 2014 SPLOST FUNDS
AS OF OCTOBER 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>
TOTALS FOR					
<u>6 YEAR PERIOD</u>	974,909.00	1,170,039.00	225,017.00	100,035.00	2,470,000.00
<u>CURRENT ESTIMATE</u>					
REVENUE					
ACTUAL RECEIVED	1,383,160.92	1,660,003.36	319,244.89	141,925.56	3,504,334.73
INTEREST EARNED	2,006.70	2,408.34	463.16	205.91	5,084.11
EXPENSES					
PRIOR YEARS TOTALS	1,384,698.86	1,661,798.55	319,533.95	78,463.42	3,444,494.78
CURRENT YEAR TOTALS	0.00	0.00	0.00	46,967.28	46,967.28
BANK FEES	0.00	0.00	0.00	0.00	0.00
2014 SPLOST AVAILABLE	468.76	613.15	174.11	16,700.76	17,956.78



Alpine Helen/White County Convention & Visitors Bureau

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

CVB Report October, 2022

ADVERTISEMENTS:

- Quarterly Yodeler Report for July, August and September.
- The Mountain Traveler Magazine.
- LRC Social Media Post.
- Southern Cast Iron Magazine.
- Georgia EMC Magazine.
- North Carolina EMC Magazine
- Southbound Magazine.
- Taste of The South Magazine.
- Southern lady Magazine.
- Blue Ridge Country Magazine.
- Best Life.com – Prettiest Small Towns in the U.S. – 10 million Impressions, with an estimated value of \$92,627.
- Macaroni Kid Magazine – Unique Places for Your Family to Sleep in Georgia’s State Parks – Unicoi and Smithgall Woods. 1 million Impressions, with an estimated value of \$9,337.
- The Pioneer Woman.com – 50 Best Christmas Towns Across America that are as charming as the movies – Helen #21
- USA Today + 7 other publications (Travel Writer Karon Warren stories) – This Fall enjoy a getaway to these 10 Southeast mountain towns – Helen. 1.8 million Impressions, with an estimated value of \$16,889,730.
- The Travel.com and MSB.com – 10 Scenic Towns to visit in Georgia’s Blue Ridge Mountains – Helen. 1.1 Billion Impressions, with an estimated value of \$10,447,570.
- MSN Travel.com and VN Explorer.com – 20 Southern Destinations for your Winter Weekend – Helen. 1.14 Billion Impressions, with an estimated value of \$10.5 million.
- The Travel.com and MSN Travel.com – 10 Enchanting Fairy Tale Towns in America Should be on your Travel Radar – Helen. 1.1 Billion Impressions, with an estimated value of \$10,447,570.

- It's not about the miles.com – Christmas Vacations in the U.S.A.: 25 Must-Visit Magical Destinations – Helen. 80,786. Impressions, with an estimated value of \$7,470.
- Country Living.com – 40 of the Prettiest American Towns to Visit during the winter – Helen. 16.4 million Impressions, with an estimated value of \$151,700.
- Foodgressing.com – Christmas in Helen Georgia 2022 USA: Market, Lights, parade. 74,690. Impressions, with an estimated value of \$6,910.
- Best Life.com – The 10 Best Mountain Towns in the U.S. – Helen #10. 10 million Impressions, with an estimated value of \$92,627.

WELCOME CENTER:

- 4,735(531 more) Visitors stopped by the Welcome Center in October.
- Helen Travel Guides delivered over 424. Mailed out an additional 132. We had 170 Travel Guide downloads.
- Website visits for the month of October 116,221 (15,776 more) with 113,788. Unique/new visitors 3.01 page visits with over 153,632. page views with duration of 2.30 minutes per view. Bounce rate 48.93% with the first and third pages being most viewed.

TRAVEL SHOWS/MEETINGS:

- October 2nd – Executive Director Brown met with Laurie Rowe and two travel Writers – Karon Warren and Chere' Coen while in town.
- October 5th – Executive Director Brown met with Don Ostrowsky to set dates for him to play during Oktoberfest next year, which the City approved at the City Commission meeting.
- October 6th – Executive Director Brown met with our Digital Advertising Company Advance Travel & Tourism to discuss monthly report and future campaigns.
- October 12th – Executive Director Brown attended the Regional Travel Association meeting in Currahee Military Museum.
- October 18th – Executive Director Brown gave the CVB's September report at the City Council's monthly meeting.
- October 24th – Attended the virtual GACVB Board Zoom Meeting.
- October 26th – Executive Director Brown, CVB Board chair Ralph Hofer and Rita Morgan met with Rob Mundy CPA on this year's clean audit.

ALPINE HELEN/WHITE COUNTY
CONVENTION & VISITORS BUREAU, INC.

Helen, Georgia

Report on Audit of Financial Statements

June 30, 2022

Alpine Helen/White County Convention and Visitors Bureau, Inc.

Independent Audit Report

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4	Statement of Cash Flows
5-10	Notes to the Financial Statements



Mundy & Company LLC

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
of Alpine Helen/White County Convention and Visitors Bureau, Inc.

Opinion

We have audited the accompanying financial statements of Alpine Helen/White County Convention and Visitors Bureau, Inc. (a non-profit organization), which comprise the statement of financial position as of June 30, 2022, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Alpine Helen/White County Convention and Visitors Bureau, Inc. as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Alpine Helen/White County Convention and Visitors Bureau, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Alpine Helen/White County Convention and Visitors Bureau, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one

resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Alpine Helen/White County Convention and Visitors Bureau, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Alpine Helen/White County Convention and Visitors Bureau, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

A handwritten signature in black ink that reads "White & Co., LLC". The signature is written in a cursive, somewhat stylized font.

Cleveland, GA
August 18, 2022

Alpine Helen/White County Convention Visitors Bureau, Inc.
Statement of Financial Position
June 30, 2022

ASSETS	
Current Assets	
Cash and cash equivalents	\$1,031,887
Note receivable - Morgan	18,000
Prepaid expenses	528,551
Inventory	388
Total Current Assets	<u>1,578,826</u>
Property & Equipment	
Leasehold improvements	26,495
Furniture & fixtures	40,303
Machinery & equipment	105,024
Vehicles	49,339
Less: Accumulated depreciation	(144,944)
Net Property & Equipment	<u>76,217</u>
Other Assets	
Certificate of deposit	245,673
Restricted cash	89,173
Total Other Assets	<u>334,846</u>
TOTAL ASSETS	<u><u>\$1,989,889</u></u>
LIABILITIES & NET ASSETS	
Current Liabilities	
Accounts payable	\$8,859
Payroll taxes payable	1,140
Accrued personal leave	10,228
Total Current Liabilities	<u>20,227</u>
Long-Term Liabilities	
Total Liabilities	-
Total Liabilities	<u>20,227</u>
Net Assets	
Net assets with donor restrictions	11,525
Net assets without donor restrictions	1,958,137
Total Net Assets	<u>1,969,662</u>
TOTAL LIABILITIES & NET ASSETS	<u><u>\$1,989,889</u></u>

See accompanying notes and Independent Auditors' Report

Alpine Helen/White County Convention Visitors Bureau, Inc.
Statement of Activities
For the year ended June 30, 2022

	Without Donor Restrictions	With Donor Restrictions	Total
SUPPORT & REVENUE:			
Subscriber fees	\$24,275	\$11,525	\$35,800
Hotel/motel tax	-	1,976,558	1,976,558
Resale items	2,418	-	2,418
Interest income	1,571	-	1,571
Travel guide	-	29,400	29,400
Total Support and Revenue	28,264	2,017,483	2,045,747
Net assets released from Donor Restrictions	2,005,958	(2,005,958)	-
Total Support & Net assets released from Donor Restrictions	2,034,222	11,525	2,045,747
EXPENSES:			
Program Services	1,023,525	-	1,023,525
Support Services:			
Fundraising	-	-	-
General & Administrative	281,987	-	281,987
Total Expenses	1,305,512	-	1,305,512
Change in Net Assets	728,710	11,525	740,235
Net Assets, beginning of the year	1,229,427	-	1,229,427
Net Assets, end of the year	\$1,958,137	\$11,525	\$1,969,662

See accompanying notes and Independent Auditors' Report

Alpine Helen/White County Convention Visitors Bureau, Inc.
Statement of Functional Expenses
June 30, 2022

	<u>Program Expenses</u>	<u>General & Administrative</u>	<u>Total</u>
Salaries	\$126,887	\$112,523	\$239,410
Payroll taxes	10,873	9,643	20,516
Group insurance/benefits	12,548	11,127	23,675
Insurance	-	2,849	2,849
Legal and accounting	-	44,718	44,718
Repairs and maintenance	-	1,533	1,533
Utilities	-	6,872	6,872
Depreciation & amortization	-	21,008	21,008
Equipment rental	-	6,469	6,469
Rent - Building	-	36,000	36,000
Office supplies	-	14,216	14,216
Auto	-	4,339	4,339
Pest control	-	448	448
Postage	1,130	-	1,130
Resale items	3,573	-	3,573
Conferences/training	38,023	-	38,023
Dues & subscriptions	5,745	-	5,745
Telephone	-	10,242	10,242
Uniforms	308	-	308
Atlanta Magazine	14,573	-	14,573
AAA Magazine	32,790	-	32,790
Holiday Events	2,940	-	2,940
Web page	2,599	-	2,599
State park guide	22,762	-	22,762
New market development	530,822	-	530,822
Travel/trade shows	3,416	-	3,416
Rowe Communications	24,000	-	24,000
Visitors guide	24,837	-	24,837
Brochure distribution	6,107	-	6,107
Other various advertising	159,592	-	159,592
	<u>1,023,525</u>	<u>281,987</u>	<u>1,305,512</u>
Total expenses	<u>\$1,023,525</u>	<u>\$281,987</u>	<u>\$1,305,512</u>

See accompanying notes and Independent Auditor's Report

Alpine Helen/White County Convention Visitors Bureau, Inc.
Statement of Cash Flows
June 30, 2022

Cash flows from operating activities:

Change in Net Assets		\$740,235
Adjustments to reconcile change in net assets to net cash provided (used) by operating activities:		
Depreciation	\$21,008	
(Increase) Decrease in prepaid expenses	(252,541)	
Increase (Decrease) in accounts payable	(1,908)	
Increase (Decrease) in payroll taxes payable	(4,145)	
Total adjustments		(237,586)
Net cash provided (used) by operating activities		502,649

Cash flows from investing activities:

(Increase) in certificates of deposit	(225,123)	
Fixed asset additions	(2,128)	
Net cash provided (used) by investing activities		(227,251)

Cash flows from financing activities:

Decrease in notes receivable- Morgan	6,000	
Net cash provided (used) by financing activities		6,000
Net Change in Cash, Cash Equivalents, and Restricted Cash		281,398
Cash, Cash Equivalents, and Restricted Cash, Beginning of Year		839,662
Cash, Cash Equivalents, and Restricted Cash, End of Year		\$1,121,060
Supplemental Information: Interest Expense	\$0	

See accompanying notes and Independent Auditors' Report

Alpine Helen/White County Convention & Visitors Bureau, Inc.
Notes to the Financial Statements
For the year ended June 30, 2022

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Alpine Helen/White County Convention and Visitors Bureau, Inc. was organized in White County on December 27, 1990 as a non-profit organization for the purpose of promoting tourism and conventions in Helen and White County. The organization markets the area as a tourist destination, procures entertainment for the city of Helen, plans tourist events, and operates the welcome center. Revenues are derived principally from taxes levied on the hotel/motel industry within White County and the city of Helen.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles.

Revenue and Revenue Recognition

We recognize revenue from contributions, membership subscription fees, and hotel/motel tax revenue. We recognize contributions when cash, securities or other assets, an unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give, that is, those with a measurable performance or other barrier, and a right of return, are not recognized until the conditions on which they depend have been substantially met.

Financial Statement Presentation

Alpine Helen/White County Convention and Visitors Bureau, Inc. presents its financial statements in accordance with the Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 606. Under ASC 606, the contributions received, including unconditional promises to give, must be recognized as revenues in the period received at their fair values. Alpine Helen/White County Convention and Visitors Bureau, Inc. is required to report information regarding its financial position and activities according to classes of net revenues and net assets with Donor Restrictions, and net revenues and net assets without donor restrictions. The organization reports donor-restricted support whose restrictions are met in the same reporting period as support within net assets without donor restrictions. Alpine Helen/White County Convention and Visitors Bureau, Inc. is also required to present a statement of cash flows and reporting of expenses by nature and function.

Fair Value Measurements and Disclosures

We report certain assets at fair value in the financial statements. Fair value is the price that would be received to sell an asset in an orderly transaction in the principal, or most advantageous, market at the measurement date under current market conditions regardless of whether that price is directly observable or estimated using another valuation technique. Inputs used to determine fair value refer broadly to the assumptions that market participants would use in pricing the asset, including assumptions about risk. Inputs may be observable or unobservable. Observable inputs are inputs that reflect the assumptions market participants would use in pricing the asset based on market data

Alpine Helen/White County Convention & Visitors Bureau, Inc.
Notes to the Financial Statements
For the year ended June 30, 2022

obtained from sources independent of the reporting entity. Unobservable inputs are inputs that reflect the reporting entity's own assumptions about the assumptions market participants would use in pricing the asset based on the best information available. A three-tier hierarchy categorizes the inputs as follows:

Level 1 – Quoted prices (unadjusted) in active markets for identical assets that we can access at the measurement date.

Level 2 – Inputs other than quoted prices included within Level 1 that are observable for the asset, either directly or indirectly. These include quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, inputs other than quoted prices that are observable for the asset, and market-corroborated inputs.

Level 3 – Unobservable inputs for the asset. In these situations, we develop inputs using the best information available in the circumstances.

In some cases, the inputs used to measure the fair value of an asset might be categorized within different levels of the fair value hierarchy. In those cases, the fair value measurement is categorized in its entirety in the same level of the fair value hierarchy as the lowest level input that is significant to the entire measurement. Assessing the significance of a particular input to entire measurement requires judgment, taking into account factors specific to the asset. The categorization of an asset within the hierarchy is based upon the pricing transparency of the asset and does not necessarily correspond to our assessment of the quality, risk, or liquidity profile of the asset.

A significant portion of our investment assets are classified within Level 1 because they comprise open-end mutual funds with readily determinable fair values based on daily redemption values. We invest in CDs traded in the financial markets. Those CDs and U.S. government obligations are valued by the custodians of the securities using pricing models based on credit quality, time to maturity, stated interest rates, and market-rate assumptions, and are classified within Level 2. We have no Level 3 investments.

The following table presents assets measured at fair value on a recurring basis, except those measured at cost per share as a practical expedient as identified in the following, at June 30, 2022:

		<u>Fair Value Measurements at Report Date Using</u>		
		Quoted Prices in Active Markets For Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
	<u>Total</u>			
Cash and money market (at cost)	\$1,031,887	\$0	\$0	\$0
Certificates of deposit	<u>245,673</u>	-	<u>245,673</u>	-
Total	\$1,277,560		\$245,673	

Alpine Helen/White County Convention & Visitors Bureau, Inc.
Notes to the Financial Statements
For the year ended June 30, 2022

Property and Equipment

We record property and equipment additions at cost, or if donated, at fair value on the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the assets ranging from 3 to 30 years. When assets are sold or otherwise disposed of, the cost and related depreciation are removed from the accounts, and any resulting gain or loss is included in the statement of activities. Costs of maintenance and repairs that do not improve or extend the useful lives of the respective assets are expensed currently.

We review the carrying values of property and equipment for impairment whenever events or circumstances indicate that the carrying value of an asset may not be recoverable from the estimated future cash flows expected to result from its use and eventual disposition. When considered impaired, an impairment loss is recognized to the extent carrying value exceeds the fair value of the asset. There were no indicators of asset impairment during the year ended June 30, 2022.

Income Taxes

The organization is exempt from federal and state income taxes under section 501(c) 6 of the Internal Revenue Code. We are annually required to file a Return of Organization Exempt from Income Tax (Form 990) with the IRS. In addition, it is subject to income tax on net income that is derived from business activities that are unrelated to our exempt purposes. We have determined that we are not subject to unrelated business income tax and have not filed an Exempt Organization Business Income Tax Return (Form 990-T) with the IRS.

Cash, Cash Equivalents, and Restricted Cash

We consider all cash and highly liquid financial instruments with original maturities of three months or less, which are neither held for nor restricted by donors for long-term purposes, to be cash and cash equivalents. Cash and highly liquid financial instruments restricted to auto purchases or other long-term purposes are excluded from this definition. The following provides a reconciliation of cash, cash equivalents, and restricted cash reported within the statement of financial position to the sum of the corresponding amounts within the statement of cash flows:

Cash and cash equivalents	\$1,031,887
Cash restricted for emergency	50,910
Cash restricted for auto purchases	<u>38,263</u>
	<u>\$1,121,060</u>

Financial Instruments and Credit Risk

We manage deposit concentration risk by placing cash, money market accounts, and certificates of deposit with financial institutions believed by us to be creditworthy. At times, amounts on deposit may exceed insured limits or include uninsured investments in money market mutual funds. To date, we have not experienced losses in any of these accounts. Investment performance is monitored by us and the Board of Directors. Although the fair values of investments are subject to fluctuation on a year-to-year basis, we and the Board of Directors believe that the investment policies and guidelines are prudent for the long-term welfare of the organizations.

NOTE 2: ESTIMATES

Alpine Helen/White County Convention & Visitors Bureau, Inc.
Notes to the Financial Statements
For the year ended June 30, 2022

The preparation of financial statements in conformity with generally accepted accounting principles require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

NOTE 3: HOTEL/MOTEL TAX REVENUE

A material amount of funding for the organization comes from hotel/motel lodging taxes collected by White County and the city of Helen. Per contract with each municipal entity, these taxes are disbursed to the bureau on a monthly basis. These amounts are restricted for the purpose of promoting tourism in the greater Helen area. The total amount of hotel/motel tax revenue as of June 30, 2022 totaled \$1,976,558.

NOTE 4: FUNCTIONAL ALLOCATION OF EXPENSES

The costs of providing the various programs and activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Such allocations are determined by management on an equitable basis.

The expenses that are allocated include the following:

<u>Expense</u>	<u>Method of Allocation</u>
Group insurance/benefits	Time and effort
Payroll taxes	Time and effort
Salary	Time and effort

NOTE 5: AVAILABILITY AND LIQUIDITY

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the date of the statement of financial position, comprise the following:

<u>Financial assets at year-end:</u>	<u>2022</u>
Cash and cash equivalents	<u>\$1,031,887</u>
Total financial assets	1,031,887
Financial assets available to meet general Expenditures over the next twelve months	<u>\$1,031,887</u>

Alpine Helen/White County Convention and Visitors Bureau, Inc.'s goal is to maintain financial assets to meet operating expenses based on budgetary needs. Based on part of Alpine Helen/White County Convention and Visitors Bureau, Inc.'s liquidity plan,

Alpine Helen/White County Convention & Visitors Bureau, Inc.
Notes to the Financial Statements
For the year ended June 30, 2022

excess cash is invested in short term investments including money market accounts. Decisions to invest are at the discretion of the board of directors.

The costs of providing the various programs and activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

NOTE 6: INVENTORY

Inventory items on hand, consisting of cookbooks, key chains, maps and postcards are recorded at cost. These inventory items are hand counted at year-end by welcome center staff.

NOTE 7: LEASE COMMITMENTS

The organization leases office equipment from various suppliers. As of June 30, 2022 there were no leases that should be classified as capital leases. All leases are operating leases. Operating lease commitments for current contracts expiring in the next five years are as follows:

2023: \$6,826
2024: \$6,826
2025: \$6,826
2026: \$6,826
2027: \$6,826

NOTE 8: ADVERTISING

Advertising costs are expensed as incurred by the organization.

NOTE 9: PREPAID EXPENSE

During testing of expenses, it was noted that expenses were paid in advance for advertising and conferences relating to the June 30, 2023 fiscal year. These amounts will be expensed in the June 30, 2023 fiscal year.

The total balance of prepaid expenses as of June 30, 2022: \$528,551

NOTE 10: COMMITMENTS AND CONTINGENCIES

Alpine Helen/White County Convention & Visitors Bureau, Inc. is dependent upon the Hotel/Motel tax revenue and various member fees received in order to operate. The ability of organization's contributors to continue giving amounts consistent and comparable with prior years may be dependent upon current and future economic conditions. Though the Board of Directors believes the organization has the resources to continue its programs, its ability to do so, and the extent to which it continues, may be

Alpine Helen/White County Convention & Visitors Bureau, Inc.
Notes to the Financial Statements
For the year ended June 30, 2022

dependent on the above factors.

The hotel/motel tax revenue the organization receives requires Alpine Helen/White County Convention & Visitors Bureau, Inc. to adhere to conditions set forth in the funding agreements.

NOTE 11: SUBSEQUENT EVENTS

During testing for subsequent events, procedures were implemented that provide evidence about conditions that *did not exist* at the date of the statement of financial position, but arose after that date. As of August 18, 2022, no subsequent events were discovered that would be misleading in regard to the financial statements for the year ending June 30, 2022.

Helen Police Department

Monthly Report



October 2022

<p style="text-align: center;"><u>Arrests</u></p> <p style="text-align: center;">31</p> <ul style="list-style-type: none"> • Felony- 0 • Misdemeanor- 26 • FVA- 0 • VGCSA- 5 	<p style="text-align: center;"><u>Citations</u></p> <p style="text-align: center;">199</p>
<p style="text-align: center;"><u>Security Checks</u></p> <p style="text-align: center;">*1,696</p> <p>*Downtown businesses 71 (5,112)</p>	<p style="text-align: center;"><u>Calls for Service</u></p> <p style="text-align: center;">602</p>
<p style="text-align: center;"><u>Foot Patrol Hours</u></p> <p style="text-align: center;">40</p>	<p style="text-align: center;"><u>Accident Reports</u></p> <p style="text-align: center;">10</p>
<p style="text-align: center;"><u>Criminal Trespass</u></p> <p style="text-align: center;">2</p>	<p style="text-align: center;"><u>Investigations</u></p> <ul style="list-style-type: none"> • Cases cleared by arrest • Cases closed • Cases opened • Investigative Interviews • Search warrants obtained

Calls for Service

911 Accidental/Open Line/Hang Up	19	Fight	4	Road Rage	
Abandoned Vehicle		Fire Calls	3	Security / Business Check	8
Active Shooter		Flag Down	5	Sexual Assault Reported	
Alarm Calls		Follow up Report	3	Shots Fired	
Amber/Levi/Matties Call/Alert	1	Foot Patrol	40	Special Detail	18
Animal Call	3	For Your Information	3	Speeding Vehicle	
Apparent Death		Forgery		Stalking	
Armed Robbery		Fraud		Subject Screaming	
Assault		Harassment		Suicide (attempt or threat)	
Assist Fire / LEO		Hit and Run	2	Suspicious Person or Vehicle	32
Assist Motorist	2	Hostage Situation		Taking Report	6
Assistance Needed		Improperly Parked Vehicle	5	Temporary Protection Order	
Attempting to Stop		In the Area	1	Test Call	
BOLO	11	Intoxicated Driver/ Ped.	7	Theft Report	
Bomb Threat		Indecent Exposure		Threats	
Bond	13	Juvenile Problem	2	Traffic Accident	10
Burglary	11	Kidnapping		Traffic Hazard	
Call by Phone	35	Lines Down		Traffic Stop	153
Car Jacking		Loitering		Tree Down/ Across Roadway	
Chase in Progress		Lost/Found Item or Person	8	Trespassing	1
Child Abuse/ DFCS	2	Mechanical Breakdown	3	Problem Unknown	
City/County Ordinance Violation	31	Medical Calls	36	Vandalism	
Court Detail		Meet in Person	10	Vehicle Lock Out	
Criminal Trespass	2	Mental Subject		Vehicle Registration Info.	4
Damage to Property	3	Missing Person		Vehicle Taken without Permission	1
Debris in Roadway		Noise Complaint	2	Vin Verification	1
Deliver Message		Not Otherwise Specified	12	Walk Thru	25
Direct Traffic		Open Door	1	Wanted Person/Warrant	9
Dispute	4	Overdue Motorist	1	Wanted/Stolen Indicated	1
Disturbance	4	Pandering		Welfare Check	4
Domestic	5	Pick up Prisoner/ Subject	15	Juvenile Problem	
Driver/Criminal History Requested		Possible Dam Failure		School Crossing/ Traffic	
Driver's License Info.	1	Prowler	1	Subject in Custody	
Drug Suspect	1	Public Assist	2	Wrecker needed	
Emergency Road Repair		Reckless Driving		Alcohol possession	2
Entering Auto		Refusing to Leave	5	Illegal dumping	1
Escort	4	River Patrol		Residence check	1
Extra Patrol	1	Road Blocked	1		

Total call for service: 602

City of Helen Fire & Rescue

Monthly Report for October 2022

Total "911 Responses" = 78 / Year to Date = 564

Major Incident Type(s) Breakdown

Major Incident Type	# Of Incidents Current Month	2021 Monthly Comparison	% Of Total Current Month
Fires	3	0	3.85%
Overpressure rupture, explosion, overhear (No Fire)	0	0	0%
Rescue & Emergency Medical Service	53	35	67.95%
Hazardous Condition (No Fire)	4	1	5.13%
Service Call	11	15	14.1%
Good Intent Call	6	7	7.69%
False Alarm & False Call	1	1	1.28%
Severe Weather & Natural Disaster	0	0	0%
Special Incident Type	0	0	0%
TOTAL	78	59	

	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	24	40	66	81	87	55	62	78			564
Difference	+1	+2	-22	-9	+7	-9	-10	+2	+10	+19			

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
Aid Given	11	14.1%	8	9	5	8	12	16	20
Aid Received	11	14.1%	Busiest Hours for Date Range						
None	56	71.8%	1600-1659						

Average Response Time for Non-Aid Incidents for Date Range		
AGENCY	AVERAGE RESPONSE TIME (Dispatched to Arrival)	NUMBER OF INCIDENTS
City of Helen Fire & Rescue	4:20	51

Compliance: ≥ 8:00 on ≥ 90% of all calls. August 2022 Compliance: 90% / Yearly: 91%

Overlapping Calls

Overlapping calls are two or more calls occurring at the same time before the Duty Crew can respond to it. For instance, the Duty Crew could be responding to, arriving at, or at the scene of an incident when another call for service comes in. In October we had 16 overlapping calls for a total of 20.51% of our calls. This year our overlapping call average is about 19.86% (112 of 564).



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

Apparatus Call Sign	Type of Vehicle	Number of Responses for Apparatus
Engine 31	2017 HME "Ahrens Fox"	56
Engine 32	1997 Ferrara "Spartan"	1
Truck 31	2002 Ferrara "Igniter Series"	2
Rescue 31	2000 Ford "F-650"	5
301	2016 Ford "F-150"	15
ATV 31	2016 Polaris "Ranger"	5

Training

Fire Personnel completed a total of **72 hours of classroom and practical training.**

Department Moodle Training in June included:

- EMS – **Trauma: Managing Specific Traumatic Injuries (4hr.)**
- Fire – **Fire and Life Safety (3hr.)**
- Driver/Operator – **Emergency Vehicle Operations (2hr.)**
- Officer – **7 Rules of Exemplary Leadership (2hr.)**
- HazMat –

Fire Department Non-Emergency Activities

Walk In Evaluation & Public Assist	9	*TRK31 – Broke Down / Fixed (Wiring issue)
COVID 19 was a factor in incidents	11	*Yearly Pump Testing – E31, E32, & TRK31 – Passed
Station Tour/Visitors	17	*Top of GA. Air Stream – Fire Extinguisher Training and fire safety – 30 adults and 3 children
Public Relation Hours	176.32 hrs.	*Mt. Yonah Elem. Fire Prevention – 160 Student
Fire Safety Program	1-3 kids	*Cross Country Meet at Unicoi State Park
CPR/BLS Class	0	*Trunk or Treat at Helen 1 st Baptist – Over 200 Kids
Smoke Detector Installation	0	*ATV 31 – New Tires on front
Pre-Fire Plans/Inspections	6	*Calibrated Cascade System and sent off air sample – Passed
Hose Testing (Feet)	0	*Yearly Ground Ladder Testing/Inspection – All Passed
Hydrant Testing/Maintenance (Total #)	0	*Multi Training w/ County Fire – Extrication

Public Works Report

October 2022

- Put up Christmas lights in Riverside Park, Market Platz and throughout the City.
- Put up Christmas lights and garland on fences.
- Installed new Directional signs.
- Painted handicap ramps throughout city.
- Repaired leaks in the spray field.
- Repaired two water leaks in the City.
- Put up all large Christmas fixtures.
- Installed 1500 feet of water line on Blooming Weg.
- Took down Oktoberfest banners.
- Cleaned bathrooms daily.
- Daily trash route including roadside trash pick-up.
- Read water meters.
- Routine grass cutting.
- Complete Locate request.
- Convert chipping truck to use as leaf truck.
- Painted floor in Public Works shop.
- Blow leaves in Riverside Park and at the library.
- Changed oil in trucks.

Group Summary

Group	Issued	Completed	Voided	New
1ST AVAILABLE	91	83	7	0
CHIPPING	3	0	0	0
PUBLIC WORKS	1	1	0	0
WATER	7	6	1	0
Grand Totals	102	90	8	0

Staff Summary

Staff	Issued	Completed	Voided	New
1ST AVAILABLE	19	13	6	0
EDWARD SALWAY	4	4	0	0
JACOB WESTMORELAND	3	3	0	0
JIMMY ROGERS	21	20	1	0
PW TEAM	5	2	0	0
RANDY WEBB	50	48	1	0
Grand Totals	102	90	8	0

Job Code Summary

Job Code	Issued	Completed	Voided	New
CHANGE METER - CHANGE METER	2	2	0	0
CHANGE REGISTER - CHANGE REGISTER	1	0	1	0
CHANGE SMARTPOINT - CHANGE SMARTPOINT	3	2	0	0
CHIPPING - CHIPPING	3	0	0	0
CONNECT - CONNECT	7	7	0	0
DELIVER CAN - DELIVER CAN	1	1	0	0
DISCONNECT & READ - DISCONNECT & READ	6	5	1	0
LEAK CK - LEAK CHECK	15	15	0	0
LOCK NON PAYMENT - LOCK NON PAYMENT	8	3	5	0
MISC - MISC	23	23	0	0
PULL METER - PULL METER	7	6	1	0
READ - READ	7	7	0	0
READ TO TRANSFER - READ TO TRANSFER	4	4	0	0
REINSTATE - REINSTATE	1	1	0	0
RE-READ IN BILLING - RE-READ IN BILLING	2	2	0	0
SET METER - SET METER	5	5	0	0
TURN OFF & LOCK - TURN OFF & LOCK	3	3	0	0
UNLOCK - UNLOCK	3	3	0	0
UNLOCK & READ - UNLOCK & READ	1	1	0	0
Grand Totals	102	90	8	0

Action Summary

Action	Issued	Completed	Voided	New
Connect	7	7	0	0
Disconnect	6	5	1	0
Re-Read	2	2	0	0
Occupant Change	4	4	0	0
Miscellaneous	55	51	0	0
Cutoff	8	3	5	0
Reinstate	1	1	0	0
Service Action	16	14	2	0
Begin Suspend	3	3	0	0
Grand Totals	102	90	8	0

Issued by User

User	Issued
Mirinda	36
Susie	66
Grand Totals	102

Completed by User

User	Completed
mdispain	3
ssanders	87



**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
October, 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:

Aletha Barrett

**Building and Zoning
Administrator:**

Darrell Westmoreland

Fire Chief

Jody Prickett

**Public Works
Director:**

Jack Morgan

PERMITS: (8)

Signs: 4

Building: 2

Electrical: 0

Plumbing: 0

Mechanical: 2

INSPECTIONS

Permitted Inspections (14)

Courtesy Inspections and Consultations

Builder consults

DBIA Restrooms

Tyler Technology training

EMI project meetings

LAS consults

ORDINANCE NO. 22-11-01

**ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 42 OF
THE HELEN OFFICIAL CODE; MISCELLANEOUS OFFENSES AND PROVISIONS;
BY THE AMENDMENT OF SECTION 42-2**

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, the City Commission finds that a proliferation of open container violations within the city limits create the need for providing a mechanism of citation for individuals and/or alcohol licensees contributing to the proliferation of open containers; and

WHEREAS, the City Commission finds that requiring standardized signage be posted at all entry and exit points of a licensed establishment serving alcohol, as said signage is provided by the city, will also serve as a mechanism for deterring open container violations;

NOW, THEREFORE, BE IT ORDAINED, and it is hereby ordained, that Chapter 42, Miscellaneous Offenses and Provisions; of the Official Code of the City of Helen is amended as follows:

Sec. 42-2. - Alcoholic beverages or alcohol infused products of any kind in open containers prohibited on public rights-of-way and property.

- (a) It shall be unlawful to carry or drink any alcoholic beverages in or from an open container upon the public rights-of way or other public property. It shall also be unlawful to carry or consume any product infused with alcohol for which the sale of such product requires a city alcohol license upon the public rights-of-way or other public property. However, a bottle of wine that has been resealed and is carried pursuant to section 6-7 of the Official Code of the City of Helen, Georgia and O.C.G.A. section 3-6-4 shall not constitute an open container for purposes of this section. Further, the consumption of beer or wine in an area designated as an outdoor cafe area, at and during a duly authorized and permitted special city event, shall not constitute an open container violation for purposes of this section.
- (b) It shall be unlawful for an employee of an establishment licensed to serve alcohol within the city limits of Helen, Georgia to knowingly permit the removal of alcoholic beverages in an open container from the licensed premises in violation of Sec. 42-2(a). Should such a violation occur at an establishment licensed to serve alcohol within the city limits of Helen, Georgia, both the employee and the alcohol licensee shall be subject to citation under this code section.
- (c) All licensees holding a license to serve Alcohol within the City of Helen, Georgia, shall be required to post standardized signage, which will be provided by the City, advising patrons of the ordinance prohibiting open containers. All licensees shall be required to

permanently post such signage at each entry and exit point of the licensed establishment. Failure to do so will be a violation of this code section.

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.

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.

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 11-15-22

Passed Second Reading _____

Approved and Adopted _____

ORDINANCE NO. 22-11-02

**ORDINANCE OF THE CITY OF HELEN, GEORGIA TO AMEND CHAPTER 42 OF
THE HELEN OFFICIAL CODE; MISCELLANEOUS OFFENSES AND PROVISIONS;
BY THE AMENDMENT OF REVISION OF TWO EXISTING SECTIONS
AND ADOPTION OF TWO NEW CODE SECTIONS**

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

WHEREAS, O.C.G.A. § 36-35-3 provides that the governing authority of each municipal corporation shall have legislative power to adopt clearly reasonable ordinances, resolutions, or regulations relating to its property, affairs, and local government for which no provision has been made by general (*state*) law and which are not inconsistent with the Constitution or any charter provision

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

WHEREAS, the Georgia State Legislature has authorized certain additional offenses under the Georgia Code to be prosecuted as local ordinances since the last revision of Chapter 42 of the Helen Municipal Code; and

WHEREAS, the City Commission finds that other provisions of Chapter 42 of the Helen Municipal Code should be updated for the protection of the health, safety and welfare of City of Helen residents and visitors;

NOW, THEREFORE, BE IT ORDAINED, and it is hereby ordained, that Chapter 42, Miscellaneous Offenses and Provisions; of the Official Code of the City of Helen is amended as follows:

Sec. 42-8. - Shoplifting. is revised and replaced as follows:

Sec. 42-8. - Shoplifting.

The first or second offense of shoplifting of \$500.00 or less within the corporate limits of the City of Helen, Georgia, is an illegal act. A person convicted in a municipal court of a first or second offense of theft by shoplifting property valued at \$500.00 or less shall be punished as provided in paragraph (1) of subsection (b) of O.C.G.A. section 16-8-14, provided that nothing in this section or O.C.G.A. section 16-8-14 shall be construed to give this city the right to impose a fine or punishment by imprisonment in excess of the limits as set forth in the Charter of the city or state law.

(Ord. No. 97-08-01, 9-16-97, 22-11-02) (O.C.G.A. Section 36-32-9)

Sec. 42-9. - Disorderly conduct is revised and replaced as follows:

Sec. 42-9. - Disorderly conduct.

A person commits the offense of disorderly conduct in the city of Helen when such person commits any of the following:

- (1) Acts in a violent or tumultuous manner toward another whereby any person is placed in fear of the safety of such person's life, limb or health;
- (2) Acts in a violent or tumultuous manner toward another whereby the property of any person is placed in danger of being damaged or destroyed;
- (3) Causes, provoke, or engage in any fight, brawl, or riotous conduct to endanger the life, limb, health, or property of another.
- (4) Interferes, by acts of physical obstruction, with another's pursuit of lawful occupation;
- (5) Throws bottles, paper, cans, glass, sticks, stones, or any other debris on any public property.
- (6) Directs fighting words toward another, that is, words which by their very nature tend to incite an immediate breach of the peace;
- (7) Stands or remain in or about any street, sidewalk, overpass or public way so as to impede the flow of vehicular or pedestrian traffic, and to fail to clear such street, sidewalk, overpass or public way after being ordered to do so by a police officer or other lawful authority;
- (8) Without provocation, uses to or of another person in such other person's presence, opprobrious or abusive words which by their very utterance tend to incite to an immediate breach of the peace, that is to say, words which as a matter of common knowledge and under ordinary circumstances will, when used to or of another person in such other person's presence, naturally tend to provoke violent resentment, that is, words commonly called "fighting words";
or
- (9) Without provocation, uses obscene and vulgar or profane language in the presence of or by telephone to a person under the age of 14 years which threatens an immediate breach of the peace.

(Ord. No. 97-08-01, 9-16-97, 22-11-02) O.C.G.A. § 16-11-39(d)

Code Section 42-25, previously a reserved code section, is added to the Helen Municipal Code, as follows:

Sec 42-25. Transactions in Drug Related Objects

The first or second offense of Transactions in Drug Related Objects within the corporate limits of the City of Helen, Georgia is an illegal act. The provisions of O.C.G.A. Section 16-13-32, (as same may be hereafter amended), are incorporated herein, verbatim, by reference. A person convicted in a municipal court of a first or second offense of Transactions in Drug Related Objects shall be punished as provided in paragraph (d) of O.C.G.A. section 16-13-32, provided

that nothing in this section or O.C.G.A. section 16-13-32 shall be construed to give this city the right to impose a fine or punishment by imprisonment in excess of the limits as set forth in the Charter of the city or state law.

(Ord. No 22-11-02) (O.C.G.A. Section 36-32-6.1)

Code Section 42-26, previously a reserved code section, is added to the Helen Municipal Code, as follows:

Sec 42-26. Insurance Required for the Operation of A Motor Vehicle.

The provisions of O.C.G.A. section 40-6-10, (as same may be hereafter amended), are incorporated herein, verbatim, by reference.

(Ord. No 22-11-02) (O.C.G.A. § 36-32-7)

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.

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.

This ordinance approved by the Helen City Commission this ____ day of _____, 2022.

_____(SEAL)
Fred Garmon, Mayor

ATTEST: _____
Marilyn Chastain, City Clerk

APPROVED AS TO FORM: _____
Carl Free, City Attorney

Date: _____

Passed First Reading 11-15-22

Passed Second Reading _____

Approved and Adopted _____