



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

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



The City of Helen is an equal
opportunity provider and employer

**CITY OF HELEN
COMMISSION MEETING
SEPTEMBER 20, 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
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM AUGUST 16, 2022 AND AUGUST 22, 2022
6. ADMINISTRATIVE OPERATIONS
 - A. UPDATE FROM CITY MANAGER ON CURRENT PROJECTS
 - B. FINANCIAL REPORT
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
 - A. PRESENTATION BY J T GANGWALL FOR NEW HOTEL
13. PURCHASES AND BIDS
14. ORDINANCES
15. RESOLUTIONS
16. EXECUTIVE SESSION TO DISCUSS REAL ESTATE ACQUISITION AND PENDING OR POTENTIAL LITIGATION

17. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

18. CITY COMMISSION COMMENTS

19. ADJOURNMENT

**THIS AGENDA WAS POSTED SEPTEMBER 16, 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
AUGUST 16, 2022
MINUTES OF MEETING**

Commissioners:

Jeff Ash
Steve Fowler
Fred Garmon
Cliff Hood
Cinnamon Ruston

The Helen City Commission met on Tuesday August 16, 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, Commissioner Steve Fowler, Commissioner Jeff Ash.

City Manager:

Jerry M. Elkins

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

**City Clerk/
Clerk of Court**

Marilyn M. Chastain

Pledge of Allegiance to the Flag was given.

Finance Officer

Mona Wood

Mayor Fred Garmon introduced guest Ron Webb who presented City Manager Jerry Elkins with a Certificate of Appreciation on behalf of the U.S. Veteran's Association.

Chief of Police:

Aletha Barrett

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

**Building and Zoning
Administrator:**

Darrell Westmoreland

APPROVAL OF MINUTES FROM JULY 19, 2022; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Ruston. Motion to approve with a unanimous vote of the Commission.

Public Works

Director:

Jack Morgan

ADMINISTRATIVE OPERATIONS

UPDATE FROM CITY MANAGER ON CURRENT PROJECTS; Fletcher Holiday of EMI presented a report and updated the Commission on the current projects. Also discussed was the Bid opening for the solid waste removal from the treatment plant there were a total of 3 bids received and with the lowest bid received from Noble Environmental at a cost of \$479,556.24 and the highest from Synagro South LLC at \$700,375.00. Fletcher Holiday explained that the lowest bid is over the original estimated cost by \$50,000.00 due to inflation. Motion to accept the lower bid from Noble Environmental of \$479,556.24 and the Resolution of awarding the Construction Contract made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission.

Fire Department

Chief:

Jody Prickett

Also discussed are the slated sidewalks that are to be built with suggestion from Fletcher Holiday of EMI to look at other locations that the Commission may want to consider for the future being that there is grant money becoming available.

**CITY OF HELEN
COMMISSION MEETING
AUGUST 16, 2022
MINUTES OF MEETING
PAGE 2**

FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Officer Mona Wood was present and gave a verbal report. Motion to approve the Financial Report made by Commissioner Jeff Ash, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

DISCUSSION OF SETTING THE MILLAGE RATE AT A SPECIAL CALLED MEETING MONDAY AUGUST 22, 2022 AT 10:00 A.M. City Clerk Marilyn Chastain reminded the Commission of the Meeting to set the Millage rate on Monday August 22, 2022 at 10:00 a.m.

PUBLIC HEARING TO DISCUSS ZONING CHANGE; Motion to go into the Public Hearing made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

There were no comments made by the Public.

Motion to go out of the Public Hearing and resume the Regular meeting made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

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.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; No report included. Linda McAllister a member of the Chamber Board stated the improvements at the FestHall are continuing and are preparing for the upcoming Oktoberfest.

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

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett was present and 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 was present for questions.

**CITY OF HELEN
COMMISSION MEETING
AUGUST 16, 2022
MINUTES OF MEETING
PAGE 3**

Building & Zoning Director Darrell Westmoreland stated that the median that had been installed for the cross walk at the south end of town is to be removed and re-installed correctly and at the correct location, but has not been given a date from DOT.

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

DISCUSS FUTURE SIDEWALK PROJECTS; item discussed during City Manager project updates.

DISCUSS ROTARY CLUB CHILLI COOK OFF AT CITY PARK; Discussed was the request to allow Alcohol sales in the City Park during the event. Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Cinnamon Ruston. Motion approved with a majority vote of the Commission with Commissioner Cliff Hood abstaining because of being a member of the Rotary Club.

Public Works Director Jack Morgan told the Commission of possible tree's that could be considered for transplanting or for cutting. 1 is from the Library property and of another from Waldhiem Strasse for a Christmas tree. Commissioner Jeff Ash made a motion to allow Jack Morgan and Bart Bartlett to get cost estimates for transplanting the trees, 2nd by Commissioner Cliff Hood. Motion approved with a majority vote of Commission with Commissioner Steve Fowler abstaining.

PURCHASES AND BIDS; Building & Zoning Director Darrell Westmoreland explained there had been 2 proposals for the DBI of the restrooms by RCCI and Tom Wright. He recommended the award to Ron Cantrell of RCCI at a cost of \$105,000.00. Motion to award the contract and allow City Manager Jerry Elkins to sign the Contract at a cost of \$105,000 to RCCI for the preliminary required work for the Design Build which will be included in the construction cost, and total for both restroom projects not to exceed 1.5 million made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

ORDINANCE; SECOND READING ORDINANCE 22-07-01; AN ORDINANCE OF THE CITY OF HELEN, GEORGIA, TO AMEND THE OFFICIAL CODE OF THE CITY OF HELEN, GEORGIA, BY AMENDING CHAPTER 34, LAND DEVELOPMENT, ARTICLE III, ZONING, BY AMENDING SECTION 34-184.-PEDESTRIAN/HIGHWAY COMMERCIAL (C-2); Motion to approve the second reading made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

**CITY OF HELEN
COMMISSION MEETING
AUGUST 16, 2022
MINUTES OF MEETING
PAGE 4**

RESOLUTIONS

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; Pam Summers asked the Commission to allow again this year permission for the volunteers that help the restaurants with the annual Keg tapping to only be charged \$10.00 for their servers permit during the event. Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission.

Taylor Griffin of Axe Billy asked the Commission to consider waiving the requirement that establishments that sell Alcohol on Sunday not be required to have at least 50% of their sales in food. No Motions.

Matthew Spivey of BrickHouse restaurant asked the Commission to consider contributing to the cost of having the stump carved into possibly some alpine theme figure from the Largest Pitch Pine in Georgia that was removed in front of their restaurant. City Attorney Carl Free stated the City could not because of it being on private property. CVB Director Jerry Brown was asked if the CVB could look into contributing and he stated he would look into it.

CITY COMMISSION COMMENTS; Commissioner Jeff Ash commended the City Staff on their hard work and overtime for the software conversion. Commissioner Cinnamon Ruston same comment. Commissioner Cliff Hood also commended the staff and commended the Meeting Agenda as did Commissioner Steve Fowler.

ADJOURNMENT; Motion to adjourn at 11:25 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

A handwritten signature in cursive script that reads "Marilyn Chastain". The signature is written in black ink and is positioned below the typed name of the City Clerk.



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**CITY OF HELEN
COMMISSION MEETING
AUGUST 22, 2022
MINUTES OF MEETING**

Commissioners:

Jeff Ash
Steve Fowler
Fred Garmon
Cliff Hood
Cinnamon Ruston

The Helen City Commission met on Monday August 22, 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 Steve Fowler, Commissioner Jeff Ash. Absent was Commissioner Cliff Hood.

City Manager:

Jerry M. Elkins

Also attending were City Manager Jerry Elkins, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Aletha Barrett, Building & Zoning Director Darrell Westmoreland.

**City Clerk/
Clerk of Court**

Marilyn M. Chastain

Pledge of Allegiance to the Flag was given.

Finance Officer

Mona Wood

APPROVAL OF AGENDA; Motion to approve made by Commissioner Jeff Ash, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission members present.

Chief of Police:

Aletha Barrett

DISCUSSION OF SETTING THE 2022 MILLAGE RATE; City Clerk Marilyn Chastain explained the County assessments had increased but that in order to not raise the City tax portion of the tax billing the millage rate would need to be set at the allowed millage rate of 4.796. Motion to approve the rate at 4.796 made by Commissioner Jeff Ash, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission members present.

**Building and Zoning
Administrator:**

Darrell Westmoreland

EXECUTIVE SESSION TO DISCUSS PENDING OR POTENTIAL LITIGATION; Motion to go into Executive Session at 10:05 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission members present.

Public Works

Director:

Jack Morgan

Motion to come out of Executive Session at 10:15 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission members present.

Fire Department

Chief:

Jody Prickett

Motion to resume the regular meeting made at 10:16 by Commissioner Jeff Ash, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission present.

Motion as a result of the Executive Session made by Commissioner Steve Fowler to authorize City Attorney Carl Free to deny the lawsuit claim of August 15, 2022, 2nd by Commissioner Cinnamon Ruston. Motion approved with a unanimous vote of the Commission members present.

**CITY OF HELEN
COMMISSION MEETING
AUGUST 22, 2022
MINUTES OF MEETING
PAGE 2**

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn @ 10:16 a.m. made by Commissioner Steve Fowler, 2nd by Commissioner Jeff Ash. Motion approved with a unanimous vote of the Commission members present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

A handwritten signature in cursive script, reading "Marilyn Chastain". The signature is written in black ink and is positioned below the typed name of the City Clerk.

9/22

Water/Wastewater - Infrastructure Projects Update - City of Helen

Hex Strasse Well: *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 complete, all closeout documents are in order preparing final drawl for GEFA. Permit modification is at EPD, approval is expected by October 1.

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 are still awaiting a response. EMI has recently met with the Hydrogeologist to evaluate additional property within the City. There are currently six proposed additional locations to evaluate.

Meter Replacement Project: *Bid Date: 11/30/21 - Construction is currently underway - Anticipated Completion Date June 2022.* Meter project is complete, EMI has all closeout documents and will be submitting to the City soon, remaining meters are on order.

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 Fall 2022.*

Solids Removal WWTF: Bids have been received, EMI has evaluated the bids and the City has awarded the project. EMI is completing assembly of the executed contract documents and will be submitting to the City for review next week.

Main Lift-Station: EMI has completed design plans, bids have been received and reviewed by EMI, a letter of recommendation to award has been prepared. *Construction is currently slated for November 2022 - Anticipated Completion Date May 2024.*

Well # 11 (Lenzen Property Well): EMI has developed a cost estimate for EPD permitting and development of the well. EMI has recently met with a

9/22

Helen Project Update

Page 2 of 2

hydrogeologist on site to evaluate videoing the well again to potentially request a waiver from EPD for the casing. ***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, ASI is waiting for the last bit of material to be delivered. EMI is working on plans and specifications to obtain pricing for remediation efforts on spray fields 3a, 3b, and 3c. EMI is moving forward with development of plans and specifications and permitting for all three Wilkins ponds and the stream on the east side of the property. ***Construction is currently slated for November 2023 - Anticipated Completion Date June 2024.***

Comprehensive Side Walk Plan: EMI has developed new maps to use a basis of the study and have provided such to the City for use.

September 1, 2022

The Honorable Mayor and City Officials
City of Helen
25 Alpenrosen Strasse
Helen, GA 30545

**RE: Post Bid Analysis and Award Recommendation
Helen Main Lift Station Replacement**

Dear City Officials:

Following completion of plans and permitting for the subject project, the City duly advertised for construction bids for the required four weeks. The project was advertised in the Georgia Procurement Registry and on the GLGA website. In addition, invitations to bid were sent out to several licensed Georgia Utility Contractors.

Bids were duly opened at City Hall on August 30, 2022, at 10:00 AM. The City received two (2) valid bids all from qualified contracting firms. The base bids ranged from \$1,141,053.00 to \$1,987,000.00 as indicated on the attached certified bid tabulation.

There were two (2) mandatory alternate bid items. We have considered each of these mandatory alternate bid items, and given that including either of these would result in an increased project cost, we recommend that neither of these mandatory alternate bid items be awarded.

We have reviewed the bids as prepared by the Contractors. EMI is familiar with both Contractors, and feel that they are qualified and have provided adequate references and were responsive.

The lowest responsive responsible bidder is Square Deal Enterprises, Inc. of Sautee, Georgia.

The City of Helen and EMI have worked with Square Deal Enterprises, Inc. on projects in the past and they have provided quality and professional work. We have also reviewed their qualifications and references, and all have been favorable. Therefore, we see no reason not to award the contract to Square Deal Enterprises, Inc. in the amount of the base bid of \$1,141,053.00.

NOTICE OF AWARD

TO: Square Deal Enterprises, Inc.
310 Welcome Lane
Santee, GA 30571

Project Description

The site of the proposed work is in the City of Helen, Georgia. The project consists of, but is not limited to, the following major elements:

Construction of one (1) each sanitary sewer pump station, 1,088 L.F. of 10-inch forcemain, and associated appurtenances.

CONTRACTOR agrees to commence work on or before a date to be specified in a written "Notice to Proceed" of the OWNER and to fully complete all work associated with this project in a total construction time of four hundred eighty (480) consecutive calendar days from the date of the "Notice to Proceed" from the OWNER.

The OWNER has considered the Bid submitted by you for the above-described WORK in response to its Advertisement for Bids and has decided to award you the Contract.

You are hereby notified that your Bid has been accepted for the Contract Price of \$1,141,053.00 for the Helen Main Lift Station Replacement Project for the City of Helen, Georgia which is based on the Unit Prices shown on the Bid Form (Section 00300).

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR's Performance and Payment Bonds and Certificates of Insurance within ten (10) calendar days from the date of this Notice.

If you fail to execute said Agreement and to furnish said Bonds within ten (10) calendar days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER's acceptance of your Bid as abandoned and as a forfeiture as may be granted by law.

You are required to return an acknowledged copy of this Notice of Award to the OWNER.

Dated this 20 day of September, 20 22

CITY OF HELEN, GEORGIA
OWNER

BY: _____
Jerry Elkins, City Manager

ACKNOWLEDGEMENT OF NOTICE

SQUARE DEAL ENTERPRISES, INC.
CONTRACTOR

BY: _____

DATE: _____

TITLE: _____

END OF SECTION

**A RESOLUTION BY THE CITY OF HELEN
FOR THE PURPOSES OF AWARDING A CONSTRUCTION CONTRACT
FOR THE HELEN MAIN LIFT STATION REPLACEMENT PROJECT
AND TO AUTHORIZE THE CITY MANAGER TO EXECUTE APPROPRIATE DOCUMENTS FOR
IMPLEMENTATION OF THE PROJECT**

WHEREAS, the City of Helen desires to construct a new main lift station to improve its pumping capacity,
and

WHEREAS, the City of Helen has authorized engineering design for materials and methods to be utilized,
and

WHEREAS, the City of Helen authorized their consulting engineers, Engineering Management, Inc., to
prepare construction plans, specifications and bid documents for the project, and

WHEREAS, all required rights and permits have been secured for the project; and

WHEREAS, plans and specifications were prepared for the project; and

WHEREAS, the City of Helen advertised and received bids for the project August 30, 2022, and

WHEREAS, the consulting engineers have tabulated and reviewed the bids, and

WHEREAS, an appropriate review of the bids indicates that the most qualified firm and the best bid
for the project is that of Square Deal Enterprises, Inc. of Sautee, Georgia in the amount of one million one
hundred forty-one thousand, fifty-three and 00/100 dollars (1,141,053.00).

NOW THEREFORE be it resolved by the City Commission of the City of Helen to award the Helen
Main Lift Station Replacement project to Square Deal Enterprises, Inc. of Sautee, Georgia in the amount of
one million one hundred forty-one thousand, fifty three and 00/100 dollars (1,141,053.00).


BE IT FURTHER RESOLVED to authorize Jerry Elkins, City Manager, to execute all documents required
for implementation of the proposed project.

This Resolution read and passed by a quorum on the 20 day of September 2022.

Certified correct by:

Jerry Elkins, City Manager

I, Marilyn Chastain, City Clerk, and official keeper of the records, do hereby certify that the above Resolution was
passed in regular session this 20 day September 2022 and has not been rescinded in any way.


Marilyn Chastain, City Clerk
(SEAL)

**CITY OF HELEN
FINANCIAL REPORT SUMMARY
ONE MONTH ENDED AUGUST 31, 2022
TAX REVENUES SUMMARY COMPARISON**

TAX REVENUES

HOTEL/MOTEL TAX FUND

<u>Monthly Comparison</u>			
<u>Aug-21</u>	<u>Aug-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
352,473	349,112	-3,361	-0.95%

<u>Fiscal YTD Comparison - Two Month Ended 8/31/22</u>			
<u>Aug-21</u>	<u>Aug-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
628,476	644,037	15,561	2.48%

SALES TAX

<u>Monthly Comparison</u>			
<u>Aug-21</u>	<u>Aug-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
133,576	144,332	10,756	8.05%

<u>Fiscal YTD Comparison - Two Month Ended 8/31/22</u>			
<u>Aug-21</u>	<u>Aug-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
258,018	279,906	21,888	8.48%

2020 SPLOST

<u>Monthly Comparison</u>			
<u>Aug-21</u>	<u>Aug-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
132,240	142,889	10,649	8.05%

<u>Fiscal YTD Comparison - Two Month Ended 8/31/22</u>			
<u>Aug-21</u>	<u>Aug-22</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
255,438	277,109	21,671	8.48%

Fiscal YTD Budget Comparison - Two Months Ended 8/31/22

<u>Budget</u>	<u>Actual</u>	<u>% Inc(Dec)</u>
933,300	277,109	29.69%

<u>Cumulative #21</u>	<u>Estimated 2020</u>	<u>Difference</u>	<u>% of Estimate</u>
2,399,108	5,600,000	3,200,892	42.84%



Helen, GA

Detail Report Account Summary

Date Range: 08/01/2021 - 08/31/2022

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 420 - 2021 CONSTRUCTION FUND				
<u>420-00-8000-52-1530</u>	LEGAL FEES	0.00	3,052.94	3052.94
<u>420-00-8000-52-3600</u>	BANK FEES	0.00	362.22	362.22
<u>420-00-8000-52-3700</u>	TRAINING	0.00	3,675.00	3675.00
<u>420-00-8000-54-1200</u>	LENZEN PROPERTY WELL #11	0.00	14,455.00	14455.00
<u>420-00-8000-54-1300</u>	MAIN LIFT STATION	0.00	45,149.00	45149.00
<u>420-00-8000-54-1400</u>	SSES IMPROVEMENTS	0.00	21,690.00	21690.00
<u>420-00-8000-54-1500</u>	CHATTAHOOCHEE RIVER SEWER LINE	0.00	239,360.00	239360.00
<u>420-00-8000-54-1600</u>	GROUND WATER DEVELOPMENT	0.00	22,735.00	22735.00
<u>420-00-8000-54-1700</u>	METER REPLACEMENT	0.00	329,309.72	329309.72
<u>420-00-8000-54-1800</u>	WWTF SOLIDS REMOVAL	0.00	15,725.00	15725.00
<u>420-00-8000-54-1900</u>	LAS IMPROVEMENTS	0.00	80,690.00	80690.00
<u>420-00-8000-57-1445</u>	MISCELLANEOUS	0.00	0.00	0.00
	Total Fund: 420 - 2021 CONSTRUCTION FUND:	0.00	776,203.88	776,203.88
	Grand Totals:	0.00	776,203.88	776,203.88



Alpine Helen/White County Convention & Visitors Bureau

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

CVB Report August, 2022

ADVERTISEMENTS:

- Travel Media Press Room (LRC) – Oktoberfest Parade and Celebrations
- LRC Report – Social Media post
- Annual Discover Georgia Outdoors Guide.
- Atlanta Magazine.
- Georgia EMC Magazine.
- South Carolina EMC Magazine.
- Blue Ridge Country Magazine.
- Trips to Discover.com – Top 15 Oktoberfest Celebrations in the U.S. – Helen. 1.5 million Impressions, with an estimated value of \$14,646.
- MSN Travel.com – How to find the best Waterfalls in Georgia – Anna Ruby – Helen. 1.1 billion Impressions, with an estimated value of \$10,457,545.
- VN Explorer.com – Enjoy An Authentic European Escape at these Bucket-List-Worthy Destinations in the U.S. – Helen. (Also featured in MSN Travel). 1.1 billion Impressions, with an estimated value of \$10,457,545.
- VN Explorer and MSN Travel.com – 17 Best Waterfalls in the U.S. Anna Ruby – Helen. 1.1 billion Impressions, with an estimated value of \$10,457,545.
- Blue Ridge Outdoors Magazine – 2022 Top Adventure Towns – Helen. 134,000. Impressions, with an estimated value of \$1,249.
- Southern Living.com – Southern Vacations that look like Europe – Helen. 11.4 million Impressions, with an estimated value of \$105,450.
- AJC.com – 5 Free or Cheap Atlanta area outings to entertain your kids – Babyland General Hospital. 10.8 million Impressions, with an estimated value of \$99,900.
- MSN Travel.com – 6 Excellent Restaurants in Helen GA. 1.1 billion Impression, with an estimated value of \$10,455,592.

WELCOME CENTER:

- 3,119. (468 more than last year) Visitors stopped by the Welcome Center in August.
- Helen Travel Guides delivered over 380 cases of the new guides. Mailed out an additional 80 Travel Guides by request in August. We had 182 Travel Guide downloads.
- Website visits for the month of August 91,230. (16,459 more) with 87,788. Unique/new visitors 3.20 page visits per session with over 478,258 page views with duration of 2:43 minutes per view. Bounce rate 47.92% with the first and third pages being most viewed.

TRAVEL SHOWS/MEETINGS:

- August 1st – 3rd – Director Brown attended the Annual Georgia Governors Tourism Conference in Athens.
- August 3rd – Director Brown – met with Don Ostrowsky to set up his Oktoberfest performances in the band shell through October.
- August 8th – Director Brown met with Mr. Dennis Doll to discuss the Helen Rotary Club's Chili Cook off event.
- August 10th – Director Brown attended the monthly Regional Travel Association's meeting and introduced the speaker of the meeting Mr. Jay Markwalter with GACVB.
- August 18th – The CVB's Annual Audit was conducted by our CPA Mr. Rob Mundy. Great job by Rita Morgan and Doris Skelton with another clean audit for 2021.
- August 16th – Director Brown reported the CVB's July efforts to the Helen City Commission.
- August 19th – Director Brown met with AJC to discuss further advertising later in the year.
- August 25th – Director Brown met with Style-Blueprint to discuss the new social media campaign.

Helen Police Department

Monthly Report



August 2022

<p style="text-align: center;"><u>Arrests</u></p> <p style="text-align: center; color: red;">14</p> <ul style="list-style-type: none"> • Felony- 0 • Misdemeanor- 12 • FVA- 0 • VGCSA- 2 	<p style="text-align: center;"><u>Citations</u></p> <p style="text-align: center; color: red;">113</p>
<p style="text-align: center;"><u>Security Checks</u></p> <p style="text-align: center; color: red;">2,159*</p> <p style="color: red;">*Downtown businesses 71 (6,745)</p>	<p style="text-align: center;"><u>Calls for Service</u></p> <p style="text-align: center; color: red;">520</p>
<p style="text-align: center;"><u>Foot Patrol Hours</u></p> <p style="text-align: center; color: red;">47</p>	<p style="text-align: center;"><u>Accident Reports</u></p> <p style="text-align: center; color: red;">10</p>
<p style="text-align: center;"><u>Criminal Trespass</u></p> <p style="text-align: center; color: red;">3</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	28	Fight	2	Road Rage	
Abandoned Vehicle		Fire Calls	3	Security / Business Check	13
Active Shooter		Flag Down		Sexual Assault Reported	
Alarm Calls		Follow up Report	5	Shots Fired	
Amber/Levi/Matties Call/Alert	1	Foot Patrol	47	Special Detail	15
Animal Call	4	For Your Information	3	Speeding Vehicle	
Apparent Death		Forgery		Stalking	
Armed Robbery		Fraud		Subject Screaming	
Assault		Harassment		Suicide (attempt or threat)	
Assist Fire / LEO	1	Hit and Run	3	Suspicious Person or Vehicle	23
Assist Motorist	2	Hostage Situation		Taking Report	13
Assistance Needed		Improperly Parked Vehicle	6	Temporary Protection Order	
Attempting to Stop	1	In the Area		Test Call	1
BOLO	18	Intoxicated Driver/ Ped.	7	Theft Report	1
Bomb Threat		Indecent Exposure		Threats	1
Bond	9	Juvenile Problem		Traffic Accident	9
Burglary	14	Kidnapping		Traffic Hazard	1
Call by Phone	28	Lines Down		Traffic Stop	115
Car Jacking		Loitering		Tree Down/ Across Roadway	2
Chase in Progress		Lost/Found Item or Person	10	Trespassing	1
Child Abuse/ DFCS		Mechanical Breakdown	1	Problem Unknown	
City/County Ordinance Violation	7	Medical Calls	23	Vandalism	
Court Detail	1	Meet in Person	9	Vehicle Lock Out	
Criminal Trespass	2	Mental Subject		Vehicle Registration Info.	3
Damage to Property	1	Missing Person	1	Vehicle Taken without Permission	
Debris in Roadway		Noise Complaint	3	Vin Verification	
Deliver Message		Not Otherwise Specified	18	Walk Thru	14
Direct Traffic		Open Door	2	Wanted Person/Warrant	1
Dispute	13	Overdue Motorist		Wanted/Stolen Indicated	1
Disturbance	4	Pandering		Welfare Check	3
Domestic	6	Pick up Prisoner/ Subject	6	Juvenile Problem	
Driver/Criminal History Requested		Possible Dam Failure		School Crossing/ Traffic	
Driver's License Info.	2	Prowler	2	Subject in Custody	
Drug Suspect	2	Public Assist	2		
Emergency Road Repair		Reckless Driving	1		
Entering Auto		Refusing to Leave	1		
Escort	2	River Patrol			
Extra Patrol	1	Road Blocked	1		

Total call for service: 520

City of Helen Fire & Rescue

Monthly Report for August 2022

Total "911 Responses" = 55 / Year to Date = 324

Major Incident Type(s) Breakdown

Major Incident Type	# Of Incidents Current Month	2021 Monthly Comparison	% Of Total Current Month
Fires	1	1	1.82%
Overpressure rupture, explosion, overhear (No Fire)	0	0	0%
Rescue & Emergency Medical Service	42	38	76.36%
Hazardous Condition (No Fire)	1	1	1.82%
Service Call	7	7	12.73%
Good Intent Call	4	4	7.27%
False Alarm & False Call	0	2	0%
Severe Weather & Natural Disaster	0	0	0%
Special Incident Type	0	0	0%
TOTAL	55	53	

	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					424
Difference	+1	+2	-22	-9	+7	-9	-10	+2					

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	9	16.4%	5	5	9	3	10	16	7
Aid Received	6	11%	Busiest Hours for Date Range						
None	40	72.6%	1800-2259						

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	4:22	38

Compliance: ≥ 8:00 on ≥ 90% of all calls. August 2022 Compliance: 100% / 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 August we had 9 overlapping calls for a total of 16.36% of our calls. This year our overlapping call average is about 20.75% (88 of 424).



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"	33
Engine 32	1997 Ferrara "Spartan"	0
Truck 31	2002 Ferrara "Igniter Series"	1
Rescue 31	2000 Ford "F-650"	12
Utility 31	1996 Ford "Bronco"	0
301	2017 Ford "F-150"	10
ATV 31	2016 Polaris "Ranger"	3

Training

Fire Personnel completed a total of **115.00 hours of classroom and practical training.**

Department Moodle Training in June included:

- EMS – **Acute Abdominal Pain (3hrs.)**
- Fire – **Building Classifications and Structural Fire Resistance (3hrs.)**
- Driver/Operator – **Aerial Apparatus Strategies and Tactics (2hr.)**
- Officer – **Leadership for the Fire Service (1 hr.)**
- HazMat – **Mission-Specific Competencies: PPE (1hr.)**

Fire Department Non-Emergency Activities		
Walk In Evaluation & Public Assist	13	*Monthly Check on City Generators – All Good *Gainesville Fire Protection to Library for Dry Drops *R31 – Fixed Brake Lights (by fire personnel) *E32 – Air Primer Replaced (Brackett Fire Truck Repair) *E32 – Power Steering Pump (Brackett Fire Truck Repair) *T31 – Air Primer Replaced (Brackett Fire Truck Repair) *E31 – Antifreeze Leak Fixed (Brackett Fire Truck Repair) *Detail cleaning of EMS Side
COVID 19 was a factor in incidents	20	
Station Tour/Visitors	33	
Public Relation Hours	89.94 hrs.	
Fire Safety Program	2 / 4 kids	
CPR/BLS Class	0	
Smoke Detector Installation	2	
Pre-Fire Plans/Inspections	12	
Hose Testing (Feet)	0	
Hydrant Testing/Maintenance (Total #)	0	

PUBLIC WORKS REPORT

AUGUST 2022

- Take down banners and put up Oktoberfest banners.
- Paint handicap ramps throughout town.
- Fixed five water leaks.
- Worked on Christmas fixtures.
- Fixed cracked side walks in town.
- Paint no parking lines in city parking lots.
- Spray guardrails and sidewalks.
- Normal routine clean restrooms. Trash rout. Road side trash. Water Meters . Cut grass. Locates.
- Put up no parking signs.
- Paint lines at wilkins bridge.
- Put up directional signs.
- Paint lines on alpenrosen .
- Put out fall decorations.
- Pick up concrete for side walk repairs.
- Fix drain on white street .

Summary by Work Order Code

Code	Description	Count
100	MISC - See Comments	33
106	Read To Transfer	2
107	Turn Off - Customer Needs To Make Repairs	2
110	Re-Read	11
114	Leak Check	18
116	Read	26
118	Lock	3
300	Pick Up Trash	3
301	Pick Up Trash Can	3
302	Deliver Trash Can	2
303	Do Chipping	1

Number of Work Orders: 73

End of Report



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

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The City of Helen is an equal
opportunity provider and employer

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

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

PERMITS: (9)

Signs: 3

Building: 4

Electrical: 1

Demolition: 1

INSPECTIONS

Permitted Inspections (16)

Courtesy Inspections and Consultations

Builder consults

DBIA project

Tyler Technology training

EMI project meetings

LAS consults