



**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
JANUARY 20, 2026
10:00 A.M.
AGENDA**

Commissioners:

Lee Landress
Steve Fowler
Mervin Barbree
Cliff Hood
Helen Wilkins

City Manager:

Darrell Westmoreland

City Clerk:

Marilyn M. Chastain

Finance Director:

Mona Wood

Chief of Police:

Aletha Barrett

Clerk of Court:

Jaclyn Burke

Building and Zoning

Administrator:

Jonah Casper

Public Works

Director:

Jack Morgan

Fire Department

Chief:

Jody Prickett

1. CALL TO ORDER BY MAYOR LEE LANDRESS
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. SALUTE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM DECEMBER 16, 2025 & JANUARY 5, 2026 SPECAIL CALLED MEETING
6. PETITIONS AND COMMUNICATIONS FROM THE PUBLIC
7. ALPINE HELEN/WHITE COUNTY C.V.B. MONTHLY REPORT
8. HELEN CHAMBER OF COMMERCE MONTHLY REPORT
9. ADMINISTRATIVE
 - A. CITY MANAGER UPDATE
 - B. CONSIDERATION OF PRIVATE ROAD AGREEMENT AND USAGE EASEMENT BETWEEN HZM PROPERTIES, LLC, DAVID WILKINS AND THE CITY OF HELEN.
 - C. FINANCIAL REPORT
10. POLICE DEPARTMENT MONTHLY REPORT
11. FIRE DEPARTMENT MONTHLY REPORT
12. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
13. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
14. PURCHASES AND BIDS
15. ORDINANCES

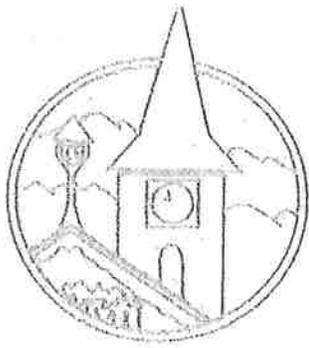
16. RESOLUTIONS

17. CITY COMMISSION COMMENTS

18. ADJOURNMENT

THIS AGENDA WAS POSTED JANUARY 15, 2026 @ 1:00 P.M.

THE MEETING AGENDA IS SUBJECT TO CHANGE AND IS NOT FINAL UNTIL APPROVED BY THE CITY OF HELEN COMMISSION AT THE COMMISSION MEETING STATED HEREIN.



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**CITY OF HELEN
COMMISSION MEETING
DECEMBER 16, 2025
MINUTES OF MEETING**

Commissioners:

Lee Landress
Steve Fowler
Mervin Barbree
Cliff Hood
Helen Wilkins

The Helen City Commission met on Tuesday, December 16, 2025, in the commission chambers at Helen City Hall. Mayor Cliff Hood called the meeting to order at 10:00 a.m. City Clerk Marilyn Chastain called the roll. The following commissioners were present: Commissioner Mervin Barbree, Commissioner Helen Wilkins, Commissioner Steve Fowler, Commissioner Lee Landress and Mayor Cliff Hood.

City Manager:

Darrell Westmoreland

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

City Clerk:

Marilyn M. Chastain

Pledge of Allegiance was given.

Finance Director:

Mona Wood

APPROVAL OF AGENDA; Motion to amend the Agenda to add under Administration -A discussion of bid for LAS (land application system), and under 14 Purchases and bids – employee health insurance contract. Motion to approve the amended Agenda made by Commissioner Lee Landress, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

Chief of Police:

Aletha Barrett

Clerk of Court:

Jaclyn Burke

APPROVAL OF MINUTES FROM NOVEMBER 18, 2025; Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Mervin Barbree. Motion approved with a unanimous vote of the Commission.

**Building and Zoning
Administrator:**

Jonah Casper

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC; None

Public Works

Director:

Jack Morgan

ALPINE HELEN/WHITE COUNTY C.V.B. MONTHLY REPORT; Report included as an integral part of the Minutes with Director Jerry Brown giving a verbal report. He also asked the Commission if they had given any more thought of having Don Ostosky perform at the Bandshell during next year's Oktoberfest with times and amount paid remaining the same as this year and stated he has agreed to adjust his schedule for other German Bands to play. Motion to approve same terms and amounts as this year which is \$800.00 per week and play from 12pm to 3pm Friday, Saturday and Sunday, and to adjust his schedule to allow other German bands to perform made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress motion approved with a unanimous vote of the Commission.

Fire Department

Chief:

Jody Prickett

HELEN CHAMBER OF COMMERCE MONTHLY REPORT; Judy Holloway Chamber member gave a verbal report stating that this had been a good year at the Festhall, that the Christmas Market had gone really well, and that all the Bands for 2026 have been

**CITY OF HELEN
COMMISSION MEETING
DECEMBER 16, 2025
MINUTES OF MEETING
PAGE 2**

booked. She then told of the upcoming New's Years Eve event stating that there would be heavy Hors d'oeuvres served and the cost will be \$30.00 per person.

ADMINISTRATIVE

A. CITY MANAGER UPDATE; City Manager Darrell Westmoreland stated that the fire at the Helen Art's center had caused a lot of damage and still need approximately \$5,000.00 to complete the repairs which could come out of Hotel/Motel funds, and that since the City owns the building should help with the cost.

City Manager Darrell Westmoreland stated there was 1 Bid from Top Tier Trees for the Spray Field Vegetation Improvements with the bid considerably above the estimated cost. Commissioner Lee Landress made a motion to reject the bid, and rebid at another time, 2nd by Commissioner Mervin Barbree. Motion approved with a unanimous vote of the Commission.

City Manager Darrell Westmoreland stated that beginning in January that Building & Zoning Director Jonah Casper would be going to each restaurant and counting the number of seats because some of the business had not paid the sewer impact fee's when the business added seating.

Fletcher Holliday from EMI the City's engineering firm passed out printed updates on current projects along with information on the LAS bid and on the Zone Meters recommended. Copies of the forms are included as an integral part of the Minutes. Fletcher Holliday explained that the City currently has a water loss of approximately 40% and that by installing 6 meters to cover the entire city that they can help determine where the loss is occurring. . Motion to approve moving forward with the design of the system made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

Commissioner Steve Fowler stated that he wanted to bring to the publics attention that there is a lot of work and cost on the City's infostructure that is not seen.

FINANCIAL REPORT; Report included as an integral part of the Minutes. Finance Director Mona Wood was present and gave a verbal report. She stated that the current Audit should be finalized by the end of the year with the Audit firm presenting the report at January's meeting. Mayor Cliff Hood stated he would like to see a report on how much reserves are in the General Fund and how many months the city could run on these reserves. Motion to approve the Financial Report made by Commissioner Steve Fowler, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

**CITY OF HELEN
COMMISSION MEETING
DECEMBER 16, 2025
MINUTES OF MEETING
PAGE 3**

DISCUSSION OF 2026 COLA AND PAY RATE INCREASES; City Manager Darrell Westmoreland stated that the Social Security COLA is currently 2.8%. He also stated there could not be raises given of more than 7% Motion to approve a 3% COLA pay rate increase for employees made by Commissioner Mervin Barbree, 2nd by Mayor Cliff Hood. Motion approved with a unanimous vote of the Commission.

APPROVAL OF 2026 ALCOHOL LICENSE RENEWALS; Being no problems with any of the license holders a Motion to approve made by Commissioner Lee Landress, 2nd by Commissioner Helen Wilkins. Motion approved with a majority vote of the Commission. Commissioner Mervin Barbree abstained from the vote since he holds an alcohol license.

CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR MATTHEW DANIEL BOGGS OF CAMPFIRE HOOTIN & HOLLERING ENTERTAINMENT LLC D/B/A CAMPFIRE, LOCATED AT 8160 S. MAIN STREET STE B-66 FOR BEER ON PREMISES, WINE ON PREMISES, LIQUOR POURING ON PREMISES, AND SUNDAY SALES. (adding Liquor pouring on premises) Motion to approve made by Commissioner Lee Landress, 2nd by Mayor Cliff Hood. Motion approved with a unanimous vote of the Commission.

CONSIDERATION FOR APPROVAL OF ALCOHOL LICENSE FOR GUY SLABBAERT OF ARYANA HOTELS INC. D/B/A HOLIDAY INN EXPRESS & SUITES LOCATED AT 8100 S. MAIN STREET FOR BEER PACKAGE AND WINE PACKAGE. Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission.

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

FIRE DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Fire Chief Jody Prickett was present and gave a verbal report. He also stated that the new Fire Truck is now in service but had not been out on a call yet and thanked the Commission for everything they had done for the Fire Department.

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 and stated they had been busy with the lighting of the Village.

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT; Report included as an integral part of the Minutes. Building & Zoning Director Jonah Casper was present and

**CITY OF HELEN
COMMISSION MEETING
DECEMBER 16, 2025
MINUTES OF MEETING
PAGE 4**

gave a verbal report. He stated he had received a call from the Water Park property owners stating they have plans for the new Hotel but they had not sent them in yet.

PURCHASES AND BIDS; Discussion of the employee health insurance with City Manager Darrell Westmoreland stating that going with Blue Cross/ Blue Shield Anthem the price is lower by 34% compared to the company the city had last year Cigna which is no longer being offered to small businesses. Motion to approve the contract with Blue Cross/ Blue Cross Anthem for employee/family health insurance and for keeping the current dental/vision company made by Mervin Barbree, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission.

Commissioner Mervin Barbree left the meeting at 10:55 a.m.

ORDINANCES

A -ORDINANCE 25-11-01; SECOND READING OF ORDINANCE 25-11-01 AN ORDINANCE OF THE CITY OF HELEN GEORGIA TO AMEND THE CHARTER OF THE CITY OF HELEN, GEORGIA, ARTICLE VI. SECTION 6.27 "CONTRACTING PROCEDURES" TO GRANT AUTHORITY TO THE CITY MANAGER TO ENTER INTO CONTRACTS ON BEHALF OF THE CITY NOT TO EXCEED \$25,000.00 IN VALUE FOR GOODS AND SERVICES PREVIOUSLY BUDGETED FOR; AND TO PROVIDE PROCEDURES FOR ENTERING INTO CONTRACTS IN EXCESS OF \$25,000.00 IN VALUE. Motion to approve made by Commissioner Lee Landress, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission present.

B- ORDINANCE 25-11-02; SECOND READING OF ORDINANCE 25-11-02 AN ORDINANCE OF THE CITY OF HELEN, GEORGIA REGULATING LEFT TURNS FROM CHATTAHOOCHEE STREET ONTO NORTH MAIN STREET; AND FROM RIVER STREET ONTO NORTH MAIN STREET. Motion to approve made by Commissioner Steve Fowler, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission present.

RESOLUTIONS; BUDGET AMENDMENT RESOLUTION 25-12-01; A RESOLUTION OF THE CITY OF HELEN, GEORGIA AUTHORIZING A FINAL COMPREHENSIVE ADJUSTMENT TO FISCAL YEAR 2024/2025 BUDGETARY APPROPRIATIONS; Motion to approve made by Commissioner Helen Wilkins, 2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission present.

EXECUTIVE SESSION FOR POSSIBLE REAL ESTATE ACQUISITION AND LITIGATION; Motion to go into Executive Session at 10:58 a.m. made by Commissioner Steve Fowler,

**CITY OF HELEN
COMMISSION MEETING
DECEMBER 16, 2025
MINUTES OF MEETING
PAGE 5**

2nd by Commissioner Lee Landress. Motion approved with a unanimous vote of the Commission present.

Motion to come out of Executive Session at 11:17 made by Commissioner Steve Fowler, 2nd by Mayor Cliff Hood. Motion approved with a unanimous vote of the Commission present.

There was no action taken as a result of the Executive Session.

CITY COMMISSION COMMENTS; None

ADJOURNMENT; Motion to adjourn at 11:20 a.m. made by Commissioner Lee Landress, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission present.

RESPECTFULLY PREPARED BY CITY CLERK MARILYN CHASTAIN

A handwritten signature in cursive script, reading "Marilyn Chastain".



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**CITY OF HELEN
SPECIAL CALLED MEETING
JANUARY 5, 2026
MINUTES OF MEETING**

Commissioners:

Lee Landress
Steve Fowler
Mervin Barbree
Cliff Hood
Helen Wilkins

The Helen City Commission met on Monday, January 5, 2026 in the commission chambers at Helen City Hall. Mayor Cliff Hood called the meeting to order at 10:00 a.m.

Pledge of Allegiance was given.

Oath of office to the Re-Elected City Commissioners; Helen Wilkins, Steve Flower and Cliff Hood was given by City Clerk Marilyn Chastain.

City Manager:

Darrell Westmoreland

City Clerk Marilyn Chastain called the roll. The following commissioners were present: Commissioner Mervin Barbree, Commissioner Helen Wilkins, Commissioner Steve Fowler, Commissioner Lee Landress and Mayor Cliff Hood.

City Clerk:

Marilyn M. Chastain

Finance Director:

Mona Wood

Also, in attendance were Finance Director Mona Wood, City Manager Darrell Westmoreland, City Attorney Carl Free, City Clerk Marilyn Chastain, Police Chief Aletha Barrett, Building & Zoning Director Jonah Casper, Fire Chief Jody Prickett. Public Works Director Jack Morgan was absent.

Chief of Police:

Aletha Barrett

Clerk of Court:

Jaclyn Burke

NOMINATION AND VOTE FOR MAYOR; Commissioner Steve Fowler nominated Commissioner Lee Landress as Mayor, 2nd by Commissioner Helen Wilkins. Motion approved with a unanimous vote of the Commission

**Building and Zoning
Administrator:**

Jonah Casper

NOMINATION AND VOTE FOR MAYOR PRO TEMPORE; Commissioner Helen Wilkins nominated Commissioner Mervin Barbree as Mayor Pro Tempore, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

**Public Works
Director:**

Jack Morgan

**Fire Department
Chief:**

Jody Prickett

OATH OF OFFICE TO MAYOR AND MAYOR PRO TEMPORE;
Oath of Office given to Mayor Lee Landress by City Clerk Marilyn Chastain.
Oath of Office given to Mayor Pro Tempore Mervin Barbree given by City Clerk Marilyn Chastain.

**CITY OF HELEN
SPECIAL CALLED MEETING
JANUARY 05, 2026
MINUTES OF MEETING
PAGE 2**

DISCUSSION FOR APPROVAL OF SPECIAL EVENT THE HOG PEN HILL CLIMB; City Manager Darrell Westmoreland informed the Commission that the permit had not been delivered by email due to some computer issue in time for the PDRB to approve and that the applicant was unaware it had not been delivered. Building & Zoning Director Jonah Casper stated that the PDRB had recommended approval but that the event would need to go before the Commission prior to approval. Motion to approve the event made by Commissioner Mervin Barbree, 2nd by Commissioner Steve Fowler. Motion approved with a unanimous vote of the Commission.

CITY DISCUSSION FOR APPROVAL OF THE IGA WITH WHITE COUNTY ON THE HELEN FIRE DEPARTMENT LADDER TRUCK; City Manager Darrell Westmoreland explained that originally the ladder truck had been purchased jointly with White County and that several years ago White County had signed over their part to Helen. He explained the IGA would be that the truck go to the new White County Fire Station that is being built on Duncan Bridge and would be available if needed in Helen during a fire and also explained there were other concessions being given to Helen as part of the agreement. Motion to approve made by Commissioner Cliff Hood, 2nd by Commissioner Helen Wilkins. Motion approved with a majority vote of the Commission. Commissioner Mervin Barbree abstained.

COMMISSION COMMENTS; Commissioner Mervin Barbree thanked Commissioner Helen Wilkins for her nomination. Commissioner Helen Wilkins is hoping for a good year. Commissioner Cliff Hood stated he had enjoyed serving as Mayor and is looking for a good new year. Mayor Lee Landress stated he is looking for a good year and looking forward to serving as Mayor.

**CITY OF HELEN
SPECIAL CALLED MEETING
JANUARY 05, 2026
MINUTES OF MEETING
PAGE 3**

ADJOURNMENT; Motion to adjourn at 10:10 made by Commissioner Mervin Barbree, 2nd by Commissioner Cliff Hood. Motion approved with a unanimous vote of the Commission.

Respectfully Prepared by City Clerk Marilyn Chastain



Alpine Helen/White County Convention & Visitors Bureau

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

CVB Report December, 2025

ADVERTISEMENTS:

- LRC Inc. Blogs, etc.
- Atlanta Magazine.
- Georgia EMC Magazine.
- Southbound Magazine.
- Blue Ridge Country Magazine.
- Smoky Mountain Living Magazine.
- South Carolina EMC Magazine.
- North Carolina EMC Magazine.
- Taste of the South Magazine.
- Georgia State Parks 2026 Travel Guide.
- Georgia State Tourism 2026 Travel Guide (Back Cover)
- Menafn.com – 12 American Towns that look straight out of a European Fairytale – Helen. 105,714. Impressions, with an estimated value of \$9,000.
- World Atlas.com – 9 Quirky Little Towns in Georgia – Helen. 7.8 million impressions, with an estimated value of \$72,935.
- Islands.com – 5 Christmas Towns in the Blue Ridge Mountains with unmatched hallmark vibes – Helen. 2.3 million impressions, with an estimated value of \$21,858.
- AOL.com – Why this quaint Georgia mountain town should be the next Hallmark movie location – Helen. 23.6 million impressions, with an estimated value of \$218,591.
- Realtor.com – Top U.S. Towns that come alive during the Holidays – Helen. 8.6 million impressions, with an estimated value of \$80,266
- Yahoo Creators.com – 12 Best Christmas Towns to visit for Holiday magic around the World – Helen. 2.8 million impressions, with an estimated value of \$25,972.



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ADVERTISEMENTS Con't:

- Islands.com – Georgia’s Christmas Road trip is a Blue Ridge journey through charming mountain towns – Helen. 2.3 million impressions, with an estimated value of \$21,858.
- Ever After In The Woods.com – 13 Georgia Winter festivals locals attend just for the eats – Helen’s Christmas Market. 113,158. Impressions, with an estimated value of \$1,047
- World Atlas.com – 10 standout Main Streets in the Southern U.S. – Helen. 7.8 million impressions, with an estimated value of \$72,565.
- Ever After In The Woods.com – 12 Georgia Villages that are perfect for a peaceful weekend – Helen. 113,158 impressions, with an estimated value of \$1,047.
- World Atlas.com – 10 Romantic small towns in Georgia for a 3-day weekend – Helen. 7.8 million impressions, with an estimated value of \$72,565.
- World Atlas.com – 8 Breathtaking Towns to visit in Georgia – Helen. 7.8 million impressions, with an estimated value of \$72,565.

WELCOME CENTER:

- 3,521. (32 more) Visitors stopped by the Welcome Center in December.
- The 2026 Helen Travel Guides arrived in early December, and we have already delivered over 80 cases to local and regional Welcome Centers. We are planning to deliver the new guides to the State Welcome Centers the third week of January. We mailed out an additional 118 Travel Guides by request in December. We had 181 Travel Guide downloads.
- Website visits for the month of December 136,000. (3,000 more). With 129,000. unique/ new visitors. 3.15 page visits with over 487,443 page views (11,443 more) with duration of 3.5 minutes per view. Bounce rate 49.57% with the first and third pages being most viewed.



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TRAVEL SHOWS/MEETINGS:

December 1st – The CVB assisted with the Annual Community Christmas Dinner at City Hall.

December 4th & December 5th – Director Brown conducted 2025 Annual Alpine Helen/White County CVB Board Retreat.

December 9th – Director Brown met with Jon Brasher with Atlanta Magazine/ Custom Media to discuss advertising in 2026.

December 9th - Director Brown met with Becky Hall with the AJC to discuss programmatic advertising offered through the AJC/ Cox Media for the Spring.

December 10th – Director Brown attended the monthly Regional Travel Association meeting and holiday party at the SNCA.

December 13th – Director Brown and Doris Skelton lined up and conducted the Annual Lighted Christmas Parade.

December 16th – Director Brown provided the November CVB report to the Helen City Commission.

CONTRACT TO PROVIDE MUNICIPAL COURT JUDGE SERVICES

This Agreement by and between the City of Helen, a Georgia municipal corporation, hereinafter referred to as the “City”, and Robert A. Sneed, Jr., hereinafter referred to as the “Municipal Court Judge” or “Judge”, is as follows:

WHEREAS, the City Commission has previously appointed Robert A. Sneed, Jr., to serve as Judge of the City’s Municipal Court; and

WHEREAS, the City Commission confirms that prior appointment by entering into this agreement on the 20thth day of January 2026; and

WHEREAS, Robert A. Sneed, Jr., has accepted the appointment and confirmation; and

WHEREAS, Robert A. Sneed, Jr. understands he will serve in this capacity as an independent contractor of the city, rather than as an employee; and,

WHEREAS, in order to provide for the services of Judge of the Municipal Court; to establish compensation for such services, and to comply with the Official Code of Georgia regarding municipal court judge services; it is appropriate for the City to enter into this contract with the Municipal Court judge for such services.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and terms contained herein, the City and Robert A. Sneed, Jr., agree as follows:

1. TERM OF APPOINTMENT:

Robert A. Sneed, Jr. accepts the position of Judge of the Municipal Court of the City in accordance with the provisions of state law and City ordinances supplemented by this Agreement for a two-year term commencing on January 1, 2026, and terminating on December 31, 2027, unless earlier terminated as described below.

The Judge shall be, and remain, an attorney admitted to practice law in the State of Georgia. The Judge must also be a citizen of the United States of America and the State of Georgia. The Judge must comply with all other requirements for service as a municipal court Judge, including but not limited to complying with all training requirements. The Judge shall immediately report to the City Commission any change affecting his membership in good standing in the Georgia Bar Association and any training deficiencies.

2. SCOPE OF SERVICES:

The Judge shall perform all duties legally prescribed for a judicial officer serving as a Judge of a lawfully constituted Municipal Court according to the requirements of the Georgia Constitution, the Official Code of Georgia, the Code of Judicial Conduct, the Uniform Rules, Municipal Courts of the State of Georgia and such other rules as may be prescribed by the Supreme Court of the State of Georgia. In addition, the Judge shall act in accordance with any published opinions of the Judicial Qualifying Committee. The Judge shall preside over all pre-trial conferences, cases, trials, and hearings or arrange for a Judge Pro Tempore to do so. The Judge also shall perform the duties described in section three of this agreement.

The Judge shall at all times faithfully and to the best of his ability administer activities of the court, assign and hear all cases and fulfill obligations of the Court as established by State or local law, rule, statute, regulation and City ordinance.

The Judge shall appoint Judges Pro Tempore for vacation, affidavits of prejudice, recusal from a pending case, illness and required judicial continuing education and training. The Judge may appoint only Judges Pro Tempore who have been approved by the City Commission to serve as Judges Pro Tempore.

The Judge shall instruct all Judges Pro Tempore concerning procedures and customary sentences in order to promote uniformity to the greatest extent possible.

3. JUDICIAL INDEPENDENCE AND ADMINISTRATION:

The Judge is independent from the City when performing judicial responsibilities and nothing contained herein shall be construed to interfere with the Judge when performing judicial duties. The Judge (or any Judge Pro Tempore) serving in the absence of the Judge, is solely responsible for judicial decisions. Judicial decisions include, but are not limited to, establishment of a standard bail schedule, determination of bail in individual cases, determination of financial ability, determination of conditions of probation, determination of liability, and determination of eligibility for indigent defense and for alternatives to monetary penalties including community service and penalty or fine reductions.

Furthermore, the Judge is responsible for doing the following:

- Coordination with the Court Clerk utilizing the court forms and procedures necessary for the proper exercise of constitutional rights and other compliance with the law, and updating such forms and procedures as necessary
- Ensuring that court staff and officials subject to the Judge's direction and control use approved forms, follow approved procedures and comply with applicable provisions of the Code of Judicial Conduct, court rules, ordinances and statutes
- Notifying the City Commission of additional resources necessary to ensure compliance with applicable laws and rules
- Notifying the City Commission of service provider performances deficiencies
- Reviewing quarterly reports and other communications of the Georgia Department of Community Supervision Misdemeanor Probation Oversight program and taking any actions the Judge deems necessary or appropriate.

4. **COMPENSATION:**

The Judge's compensation shall be set and appropriated through the City Commission's budget process. The Judge's compensation within the adopted budget may be increased, but not decreased, during the Judge's term of office. Under this agreement, the Judge shall be paid a flat rate of \$800.00 for each month of service by the Judge.

5. **TERM OF AGREEMENT:**

The Judge's term of office shall be for a period of two years, beginning January 1, 2026, and ending on December 31, 2027.

6. **CONTRACT ADMINISTRATION:**

This Agreement shall be administered by the City Manager on behalf of the City and by Robert A. Sneed, Jr. on behalf of the Municipal Court Judge.

7. **TERMINATION OF AGREEMENT:**

This Agreement may be terminated during the Judge's term of office as follows:

By the Judge if he provides a minimum of 30 days written notice prior to his effective date of termination, unless otherwise mutually agreed by the parties.

By the City as provided in O.C.G.A Section 36-32-2.1.

8. **MERGER AND AMENDMENT:**

This Agreement contains the entire understanding of the City and the Judge with respect to the matters set forth herein, and any prior or contemporaneous understandings are merged herein. This Agreement shall not be modified except by written instruments executed by the City and Judge hereto.

This Agreement shall be governed under the laws of the State of Georgia, and any dispute regarding this Agreement shall be resolved in White County Superior Court, State of Georgia.

9. **SEVERABILITY:**

If any provision of this Agreement or their application to any circumstance is held invalid, the remainder of this Agreement and their application to other circumstances is not affected.

IN WITNESS WHEREOF the parties hereto do hereby execute this Agreement.

CITY OF HELEN

MUNICIPAL COURT JUDGE

By: _____

By: _____

Darrell Westmoreland

Robert A. Sneed, Jr.

City Manager

Municipal Court Judge

Date: _____

Date: _____

Water/Wastewater - Infrastructure Projects Update - City of Helen

Groundwater Development:

The hydrogeologist retained by the City has identified four potential sites for groundwater exploration. The City has elected to proceed with development at the Lenzen Property site. Additional locations will be evaluated and recommended following initial development activities. It appears there is an additional site near the Lenzen well property. Concurrently, EMI is preparing an ARC grant application to support future groundwater well projects. The City has just completed the procurement process for engineering services.

Well No. 11 (Lenzen Property):

Well and water line design is underway. EMI has reviewed draft easement drawings and submitted comments. EMI is in the process of reviewing submitted plans for water and sewer infrastructure.

Sanitary Sewer Evaluation Survey (SSES):

All scheduled sanitary sewer point repairs, manhole sealing, and CIPP (cured-in-place pipe) work have been completed. Additional point repairs are currently underway; contractor should be completing construction soon.

Land Application System (LAS) Improvements:

Solids removal from the large pond has begun. Design work for Spray Fields 4 and 5 is completed, pricing from the contractor will follow shortly thereafter, with work beginning soon.

LAS Vegetation Plan

Project is on hold and scheduled to be rebid at a later date.

Telescopic Valve/Gypsum Feed System:

Preliminary engineering has been completed, site visit, survey and design in underway.

Zone Meters:

Preliminary engineering of water system zoning has been completed; design is currently underway.

LAS Monitoring Well:

Plans and engineering letter report for LAS ground water monitoring well has been approved by EPD. Contractor is to provide cost for drilling well.

After Recording Return to:

O'Kelley & Sorohan, Attorneys at Law
540 Lake Center Pkwy Ste. 204
Cumming, GA 30040

PRIVATE ROAD AGREEMENT AND USAGE EASEMENT

This Private Road Agreement and Usage Easement is made and entered into this the 20th day of January, 2026 by and between **HZM Properties, LLC** (herein after referred to as "Tract I Owner") **David Wilkins** (hereinafter referred to as "Tract II Owner") **Downtown Development Authority of the City of Helen** (hereinafter referred to as Tract III Owner") .

W I T N E S S E T H:

WHEREAS, "Tract I Owner" is the owner of that certain real property located in White County, Georgia being that approximately 48.169 acre tract of land as shown in that Combination Plat of White County Parcels: H04E 007 & 057 001, hereinafter, "Tract I", and as more particularly described on attached Exhibit "A" and;

And, WHEREAS, "Tract II Owner" is the Adjoining Owner of that certain real property located identified by White County as Tax Parcel H04F 003 and H04F 004, hereinafter, "Tract II", and as more particularly described on attached Exhibit "A";

And, WHEREAS, "Tract III Owner" is the Adjoining Owner of that certain real property located along and contiguous with Blumen Weg being that certain real property commonly known as 217 Blumen Weg identified by White County as Parcel Number H04E 040, hereinafter, "Tract III", described on attached Exhibit "A";

WHEREAS, Tract I Owner, Tract II Owner, and Tract III Owner are hereinafter sometimes referred to individually as a "Party" and collectively as "Parties;" and

WHEREAS, the parties acknowledge that Tract I Owner requires a forty (40') foot easement for over, and across the land of Tract II and Tract III Owner's property for vehicular and pedestrian access to Tract I Owner's property. Said easement shall allow for Tract I owner to perform light duty asphalt paving across the easement area and said easement shall allow for Tract I owner to use the easement for the construction of single-family residences on Tract I; and to install Tract I owner shall be solely responsible for the maintenance and upkeep of said road until such time as the City of Helen accepts dedication of the road, should the city agree to accept same. The easement granted is depicted on the attached Exhibit "B".

AND, WHEREAS, the parties hereto desire to enter into an agreement whereby the parties may preserve the peace, tranquility, and enjoyment of their respective properties without future disagreement between themselves, their heirs and assigns concerning use of the said private road.

WHEREAS, Tract I Owner does not wish to exercise a claim of adverse possession over any portion of the property of Tract II Owner and/or Tract III Owner through use of the private road or the appurtenant tract of land. The purpose of this Acknowledgement and Agreement is to prevent any claim of adverse possession over the property of Tract II Owner or Tract III Owner, and to create an Easement across Tract II and Tract III as hereinafter described for the benefit of Tract I and to promote peace and tranquility of the neighborhood.

NOW, THEREFORE, FOR AND IN CONSIDERATION of the sum of TEN DOLLARS (\$10.00) in hand paid and other good and valuable consideration, the receipt, adequacy, and sufficiency of which are hereby acknowledged, Tract I Owner, Tract II Owners and Tract III Owner hereby agree as follows:

1. Tract I Owner hereby acknowledges that property lines of Tract II Owner's property and Tract III Owner's property. By this acknowledgement, Tract I Owner evidences that Tract I Owner does not wish to exercise a claim of adverse possession over any portion of Tract II Owner's property or Tract III Owner's property which may be encroached upon by use of said private road or the appurtenant tract. This acknowledgement is not intended to create any agreement concerning the precise location of the property line between Tract I Owner, Tract II Owner and / or Tract III Owner. The purpose of this acknowledgement is to prevent any claim of adverse possession over Tract II Owner's property and / Tract III Owner's property, and to promote peace and tranquility of the neighborhood.
2. Tract II Owner and Tract III Owner do hereby grant to Tract I Owner a perpetual easement for use of the road across Tract II and Tract III in accordance with the terms and conditions of this instrument.
3. Tract I Owner agrees; and Tract II And Tract III Owners execute this instrument subject to, the requirement all road water and sewer facilities to be constructed within the easement area shall be constructed in accordance with the specifications and requirements of the City of Helen. and that all road, water, and sewer facilities to be constructed by Tract I Onwer shall be designed and constructed in accordance with the City of Helen's standards, subject to final review and approval by the City Engineer.
4. The cost of the construction and installation of all road, water and sewer facilities to be constructed in the easement area shall be the responsibility of the owner of Tract I. Tract I Owner further agrees that upon construction and completion of the roadway that Tract I Owner will provide Tract II and III Owners, and have recorded upon the records of the Office of the Clerk of Superior Court of White County, Georgia, a plat of survey prepared by a Georgia Registered Land Surveyor showing the metes and bounds of the roadway, and providing the easement area's extension 20 feet from either side of the centerline of said constructed road.
5. Tract I Owner does hereby hold harmless and indemnify Tract II Owner and Tract III Owner from any loss, damages and or liability associated with the use and maintenance of said private road. Maintenance and insurance of said private road

shall be the sole responsibility and cost of Tract I Owner until such time as the City of Helen takes ownership of the road through a duly executed dedication of the road accepted by the City of Helen, should the City of Helen accept such executed dedication as a Right of Way in the future.

6. In the event the City of Helen does not take dedication of the right of way at some future date, Tract I Owner, or its successors heirs and assigns, agree to maintain responsibility for the maintenance, upkeep, and insurance of the right of way and agrees to indemnify and hold harmless the City of Helen for the same.
7. Tract I Owner shall not interfere with the use and enjoyment of the property titled to Tract II Owner and / or Tract III Owner.
8. Upon completion of the road, water and sewer facilities to be constructed within the easement area; the Owners of Tract I convey to; and the Owners of Tract II and Tract III shall have the use of the easement area for non-exclusive and unobstructed rights of ingress and egress to their respective properties via the road to be constructed, as well as the right to utilize the water and sewer facilities constructed in the easement area.
9. The Owners of Tract I and Tract II, agree by their mutual execution of this instrument, that following the completion of the infrastructure described herein, that should the City of Helen agree to accept the dedication of this easement as a right of way of the City of Helen, that such Owners shall execute appropriate right-of-way deeds as required to dedicate such easement area to the City of Helen.

THIS AGREEMENT shall constitute an appurtenance to each of said properties and as to each property shall constitute a covenant running with the land and title of all said properties. This agreement shall be binding on the successors and assigns of all parties and shall inure to the benefit of the successors and assigns of all parties in perpetuity forever.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals as of the day and year first above written.

SIGNATURES, NEXT THREE PAGES

Signed Sealed and Delivered
in the Presence of:

Witness

Tract I Owner:

HZM PROPERTIES, LLC

By: Lee McKinstry
Its: Managing Member

Notary Public
My Commission Expires:

Tract II Owner:

Signed Sealed and Delivered
in the Presence of:

David S. Wilkins

Witness

Notary Public
My Commission Expires:

Signed Sealed and Delivered
in the Presence of:

Witness

Tract III Owner:

**DOWNTOWN DEVELOPMENT
AUTHORITY OF THE CITY OF HELEN**

Notary Public
My Commission Expires:

By: Jeffery N. Ash Sr.
Its: Chairman

EXHIBIT "A"
LEGAL DESCRIPTIONS

TRACT I OWNER

All that tract or parcel of land together with improvements thereon lying and being in Land Lots 39 and 58 of the 3rd District, White County, Georgia, CONTAINING 41.81 ACRES, more or less, and being more particularly shown and described on a plat of survey for C.E. Hood and Ann Hood by Eddie Hood, County Surveyor, dated August 17, 2001, recorded in Plat Book 56, Page 13, White County Records, the description as contained therein being incorporated herein by reference as part of this description.

Also conveyed is a perpetual non-exclusive appurtenant easement for public road access, ingress and egress over, through and across an existing private road known as Blumen Weg, a portion of which is shown on Hood plat of survey referenced hereinabove. Title is conveyed subject to rights of other in and to the use of said private road.

TOGETHER WITH

All that tract or parcel of land together with improvements thereon lying and being in Land Lot 58 of the 3rd Land District of White County, Georgia and being more particularly described as that certain 2.14 acres being designated as "Sylvia Hood Wilson" as shown by a plat of survey prepared by Eddie Hood, dated July 26, 1982, entitled Lon Hood, recorded in Plat Book 15, Page 279, of the White County, Georgia deed records. Reference to said plat and the description contained therein being incorporated herein by reference for a full and complete description thereof.

TRACT II OWNER

NEED LEGAL DESCRIPTION – WAITING ON EXAMINER TO PULL DEED—TOO OLD TO PULL ON GSCCCA.ORG.

TRACT III OWNER

All that tract or parcel of land, lying and being in Land Lot 58 of the 3rd Land District, White County, Georgia, containing 3.41 acres, more or less, as shown on a Plat of Survey prepared for Cliff Hood by R.A. Hathaway, R.S. under date of May, 1977, and being more particularly described as follows: Beginning at an iron pin 825 feet, more or less, west of a concrete monument marking the common corner of Land Lots 29, 40, 57, and 58 of the 3rd Land District of White County, Georgia; thence South 0 degrees 42 minutes West for a distance of 395 feet to an iron pin; thence South 77 degrees 12 minutes West for a distance of 219.25 feet to an iron pin; thence South 77 degrees 12 minutes West for a distance of 219.35 feet to an iron pin; thence South 77 degrees 12 minutes West for a distance of 15 feet to the center of a gravel road; thence following the center of the gravel road; North 14 degrees 44 minutes West a distance of 139.99 feet; thence North 25 degrees 28 minutes West for a distance of 170.64 feet; thence North 35 degrees 5 minutes West for a distance of 104.11 feet to a point that is in the center of a branch; thence following the branch: North 71 degrees 25 minutes East for a distance of 100.25 feet to an iron pin; thence North 73 degrees 14 minutes East for a distance of 100.25 feet to an iron pin; thence North 73 degrees 14 minutes East for a distance of 78.2 feet; thence South 89 degrees 18 minutes East for a distance of 197 feet to the point of beginning.



**CITY OF HELEN
FINANCIAL REPORT SUMMARY
SIX MONTHS ENDED DECEMBER 31, 2025
TAX REVENUES SUMMARY COMPARISON**

TAX REVENUES

HOTEL/MOTEL TAX FUND

<u>Monthly Comparison</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
248,281	302,459	54,178	21.82%
	0		
	302,459		

<u>Fiscal YTD Comparison - Six Months Ended 12/31/25</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
1,735,329	1,835,174	99,845	5.75%
	131,088 * Prior Periods Adjs		
	1,966,262		

SALES TAX

<u>Monthly Comparison</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
143,047	150,233	7,186	5.02%

<u>Fiscal YTD Comparison - Six Months Ended 12/31/25</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
853,645	890,154	36,509	4.28%

BEER/WINE/LIQUOR EXCISE TAX

<u>Monthly Comparison</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
12,563	9,582	-2,981	-23.73%

<u>Fiscal YTD Comparison - Six Months Ended 12/31/25</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
100,991	92,870	-8,121	-8.04%

MIXED DRINK TAX

<u>Monthly Comparison</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
8,454	9,074	620	7.33%

<u>Fiscal YTD Comparison - Six Months Ended 12/31/25</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
64,599	68,608	4,009	6.21%

2020 SPLOST

<u>Monthly Comparison</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
141,616	148,698	7,082	5.00%

<u>Fiscal YTD Comparison - Six Months Ended 12/31/25</u>			
Dec-24	Dec-25	Difference	% Inc(Dec)
845,128	881,279	36,151	4.28%

Fiscal YTD Comparison - Six Months Ended 12/31/25

Budget	Actual	% Inc(Dec)
1,700,000	881,279	51.84%

Cumulative #61	Estimated 2020	Difference	% of Estimate
7,744,809	5,600,000	-2,144,809	138.30%



CITY OF HELEN
FINANCIAL REPORT SUMMARY
FIVE MONTHS ENDED NOVEMBER 30, 2025 - UPDATED
TAX REVENUES SUMMARY COMPARISON

TAX REVENUES

HOTEL/MOTEL TAX FUND

<u>Monthly Comparison</u>				<u>Fiscal YTD Comparison - Five Months Ended 11/30/25</u>			
<u>Nov-24</u>	<u>Nov-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>	<u>Nov-24</u>	<u>Nov-25</u>	<u>Difference</u>	<u>% Inc(Dec)</u>
389,845	433,931	44,086	11.31%	1,487,048	1,532,715	45,667	3.07%
	<u>0</u>				<u>131,088</u> * Prior Periods Adjs		
	433,931				1,663,803		



Unaudited Draft

2021 Construction Fund

Account Summary

Date Range: 08/01/2021 - 12/31/25

	Original Budget	To Date 12/31/25	Available @ 12/31/25	Budget Reallocation	Available @ 12/31/25 After Budget Reallocation
HEX STRASSE WELL (Complete)	250,000	80,471	169,529	0	0
LENZEN PROPERTY WELL #11	495,000	186,122	308,878	330,667	312,672
MAIN LIFT STATION (Complete)	1,450,000	1,295,230	154,770	0	0
SSES IMPROVEMENTS	1,500,000	954,808	545,192	267,967	260,532
CHATTAHOOCHEE RIVER SEWER LINE (Complete)	375,000	239,360	135,640	0	0
GROUND WATER DEVELOPMENT	25,000	37,569	(12,569)	106,052	106,052
METER REPLACEMENT (Complete)	595,000	409,286	185,714	0	0
WWTF SOLIDS REMOVAL (Complete)	425,000	558,379	(133,379)	0	0
LAS IMPROVEMENTS	875,000	1,302,433	(427,433)	583,317	247,086
	5,990,000	5,063,658	926,342	1,288,003	926,342



Unaudited Draft

**CITY OF HELEN AVAILABLE 2020 SPLOST FUNDS
AS OF DECEMBER 31, 2025**

<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>
TOTALS FOR					
<u>6 YEAR PERIOD</u>	1,300,000.00	1,900,000.00	2,100,000.00	300,000.00	5,600,000.00
<u>CURRENT ESTIMATE</u>					
REVENUE					
ACTUAL RECEIVED	1,797,593.77	2,627,848.19	2,904,341.51	415,127.21	7,744,910.68
INTEREST EARNED	115,468.81	168,800.37	186,560.97	26,665.78	497,495.93
EXPENSES					
PRIOR YEARS TOTALS	1,282,147.58	618,508.97	1,149,203.87	132,307.52	3,182,167.94
CURRENT YEAR TOTALS	51,645.00	6,745.00	1,137,965.30	0.00	1,196,355.30
BANK FEES	0.00	0.00	0.00	0.00	0.00
2020 SPLOST AVAILABLE	579,269.99	2,171,394.59	803,733.31	309,485.47	3,863,883.37



City of Helen Debt Service as of December 31, 2025

Lender	Collateral	Loan Amount	Rate	Pmt. Amount	Due	Balance	Matures
BB&T	HME Ahrens Fire Truck	406,802	3.060	47,721	January*	91,234	Jan-27
GEFA CWSRF 14-018	Willow Pond Sewer Rehab	281,000	0.500	2,401	Monthly	23,957	Oct-26
GEFA DWSRG 13-012	Hamby St Bridge Crossing	309,041	0.660	2,662	Monthly	39,754	Mar-27
				<u>52,784</u>		<u>154,945</u>	

Debt Service 2021 Construction Bond (Principal + Interest) \$ 7,325,248 Semi-Annual Aug-36
 February 2026 Interest Only changes
 August 2026 Principal + Interest



Helen Police Department

Monthly Report

December 2025

<u>Dec. 2025</u> <u>Arrests - 8</u> Felony - 1 Misdemeanor - 5 FVA - 0 VGCSA - 2	<u>Dec. 2024</u> <u>Arrests - 19</u> Felony - 1 Misdemeanor - 16 FVA - 2 VGCSA - 0	<u>Dec. 2025</u> <u>Citations</u> 159	<u>Dec. 2024</u> <u>Citations</u> 383
<u>Dec. 2025</u> <u>Security Checks</u> 786	<u>Dec. 2024</u> <u>Security Checks</u> 1,831	<u>Dec. 2025</u> <u>Calls for Service</u> 1,308	<u>Dec. 2024</u> <u>Calls for Service</u> 712
<u>Dec. 2025</u> <u>Criminal Trespass</u> 1	<u>Dec. 2024</u> <u>Criminal Trespass</u> 2	<u>Dec. 2025</u> <u>Accident Reports</u> 9	<u>Dec. 2024</u> <u>Accident Reports</u> 11
<u>2025 Totals</u>		<u>2024 Totals</u>	
Arrests – 133 Security Checks – 11,184 Criminal Trespass – 33 Citations – 3,451 Calls for Service – 10,048 Accidents – 77		Arrests – 198 Security Checks – 111,368 Criminal Trespass – 57 Citations – 3,282 Calls for Service – 8,098 Accidents – 108	

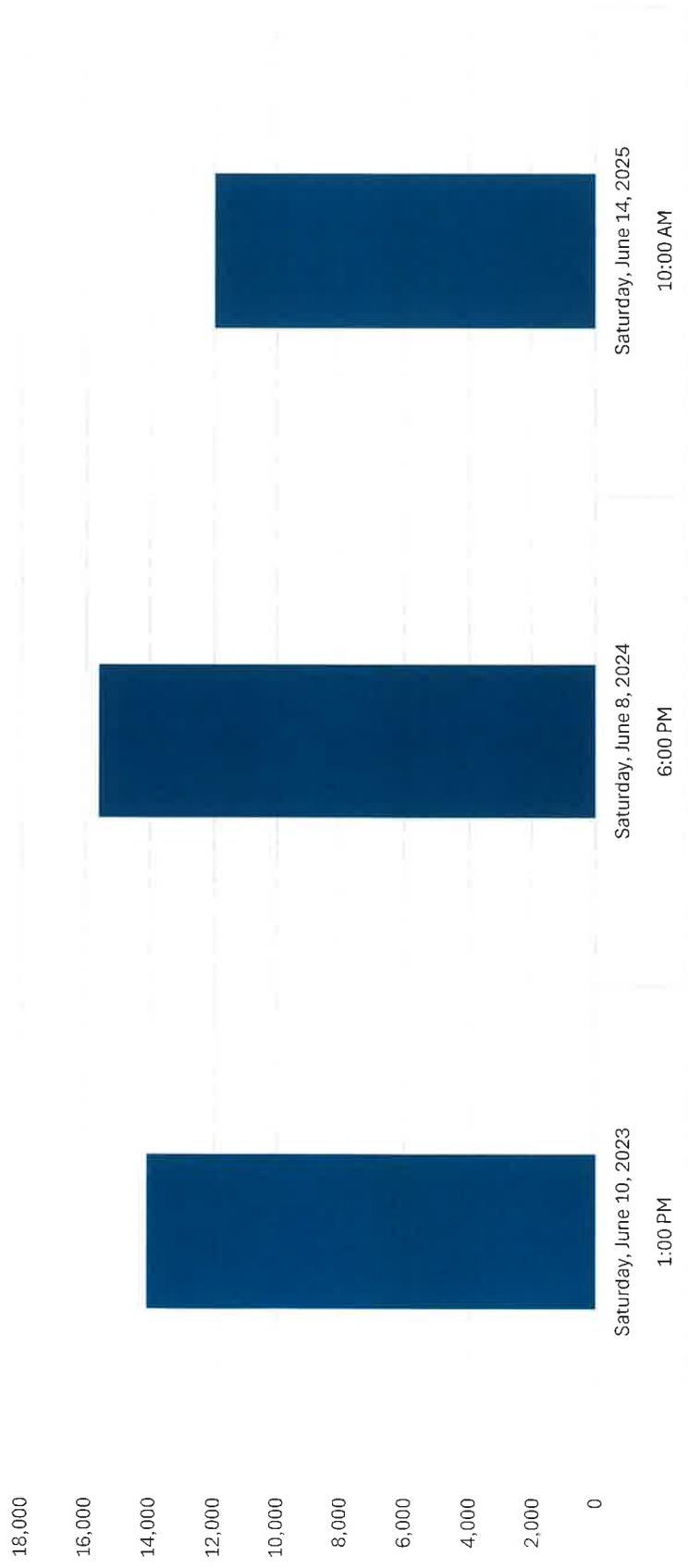
911 Accidental / Open Line / Hang	14	Fight	3	Road Rage	1
Abandoned Vehicle	1	Fire Calls	1	Security / Business Check	786
Active Shooter		Flag Down	2	Sexual Assault Reported	
Alarm Calls	9	Follow up Report	6	Shots Fired	
Amber / Levi / Matties Call / Alert		Foot Patrol	99	Special Detail	10
Animal Call		For Your Information	1	Speeding Vehicle	
Apparent Death		Forgery		Stalking	
Armed Robbery		Fraud	1	Subject Screaming	3
Assault		Harassment		Suicide (attempt or threat)	
Assist Fire / LEO		Hit & Run		Suspicious Person or Vehicle	30
Assist Motorist	7	Hostage Situation		Taking Report	
Assistance Needed		Improperly Parked Vehicle	8	Temporary Protection Order	
Attempting to Stop		In the Area		Test Call	
BOLO		Intoxicated Driver / Ped.	4	Theft Report	
Bomb Threat		Indecent Exposure	2	Threats	2
Bond		Juvenile Problem	1	Traffic Accident	
Burglary	2	Kidnapping		Traffic Hazard	1
Call by Phone	3	Lines Down	1	Traffic Stop	182
Car Jacking		Loitering		Tree Down / Across Roadway	
Chase in Progress		Lost / Found Item or Person	10	Trespassing	1
Child Abuse / DFCS		Mechanical Breakdown	4	Problem Unknown	
City / County Ordinance Violation		Medical Calls	27	Vandalism	
Court Detail	3	Meet in Person	6	Vehicle Lock Out	
Criminal Trespass	1	Mental Subject		Vehicle Registration Info.	1
Damage to Property	3	Missing Person		Vehicle Taken without Permission	
Debris in Roadway		Noise Complaint	2	Vin Verification	
Deliver Message		Not Otherwise Specified	3	Walk Thru	12
Direct Traffic	2	Open Door		Wanted Person / Warrant	3
Dispute	7	Overdue Motorist	1	Wanted / Stolen Indicated	
Disturbance	1	Pandering		Welfare Check	1
Domestic	1	Pick up Prisoner / Subject	1	School Crossing / Traffic	
Driver / Criminal History Requested		Possible Dam Failure		Subject in Custody	
Driver's License Information		Prowler		Wrecker needed	
Drug Suspect		Public Assist		Civil Process	
Emergency Road Repair		Reckless Driving		Illegal Dumping	
Entering Auto		Refusing to Leave	3	Unknown Problem	2
Escort	4	River Patrol		Calls for Water Dept Problems	
Extra Patrol		Road Blocked		Walk In Report	1

Total calls for service: 1,308

Shriners Parade Pedestrian Traffic

Year	Time	Date	Pedestrian Traffic
2023	1:00 PM	Saturday, June 10, 2023	14,100
2024	6:00 PM	Saturday, June 8, 2024	15,600
2025	10:00 AM	Saturday, June 14, 2025	12,000

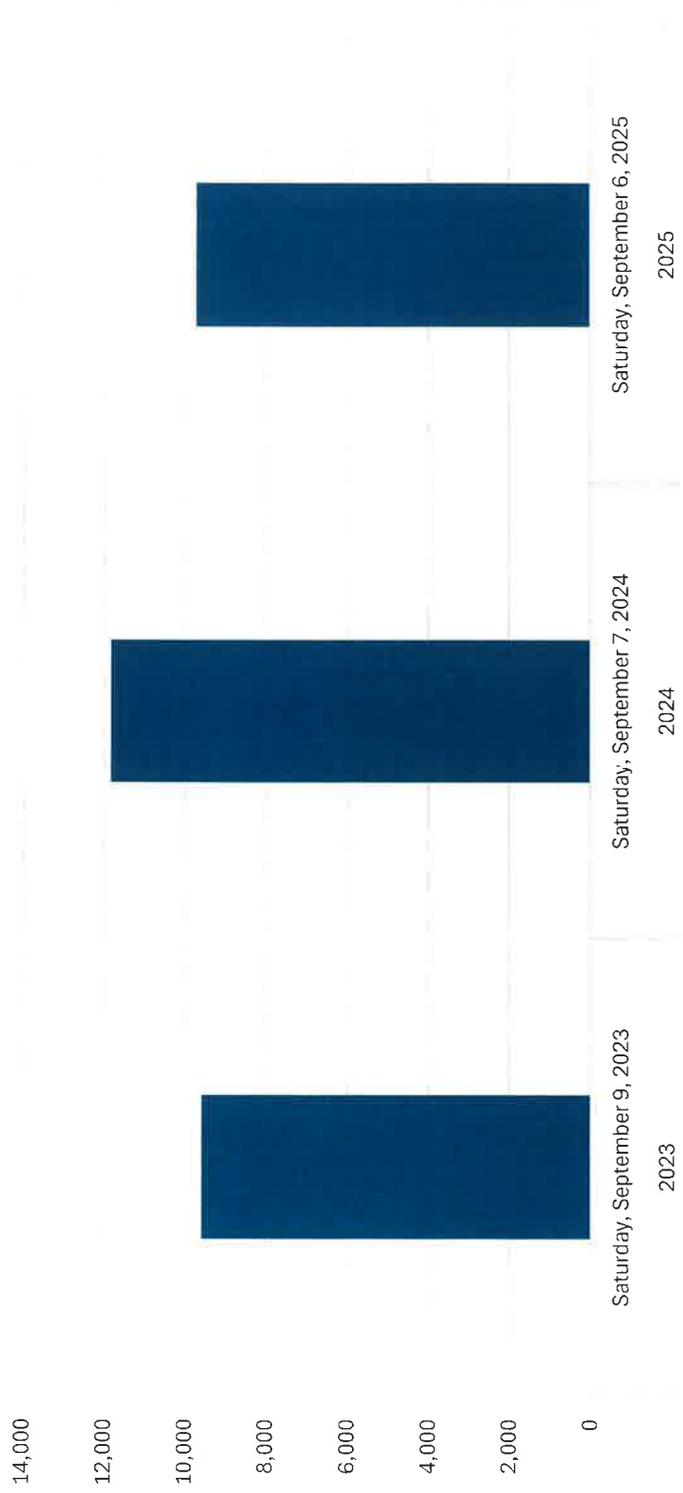
Shriners Parade
Pedestrian Traffic



Oktoberfest Parade Pedestrian Traffic

Year	Date	Pedestrian Traffic
2023	Saturday, September 9, 2023	9,600
2024	Saturday, September 7, 2024	11,850
2025	Saturday, September 6, 2025	9,750

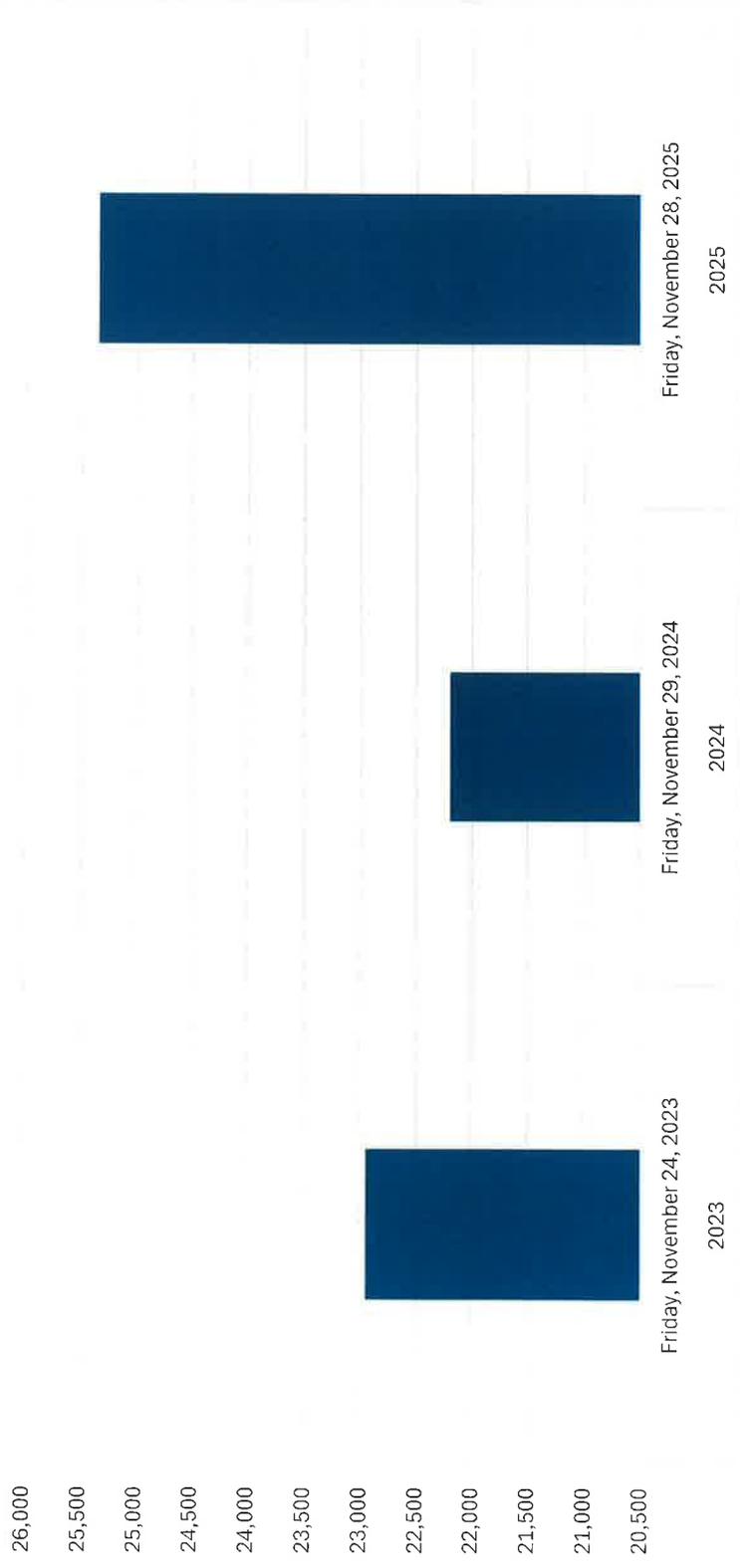
Oktoberfest Parade
Pedestrian Traffic



Lighting of the Tree Pedestrian Traffic

Year	Date	Pedestrian Traffic
2023	Friday, November 24, 2023	22,950
2024	Friday, November 29, 2024	22,200
2025	Friday, November 28, 2025	25,350

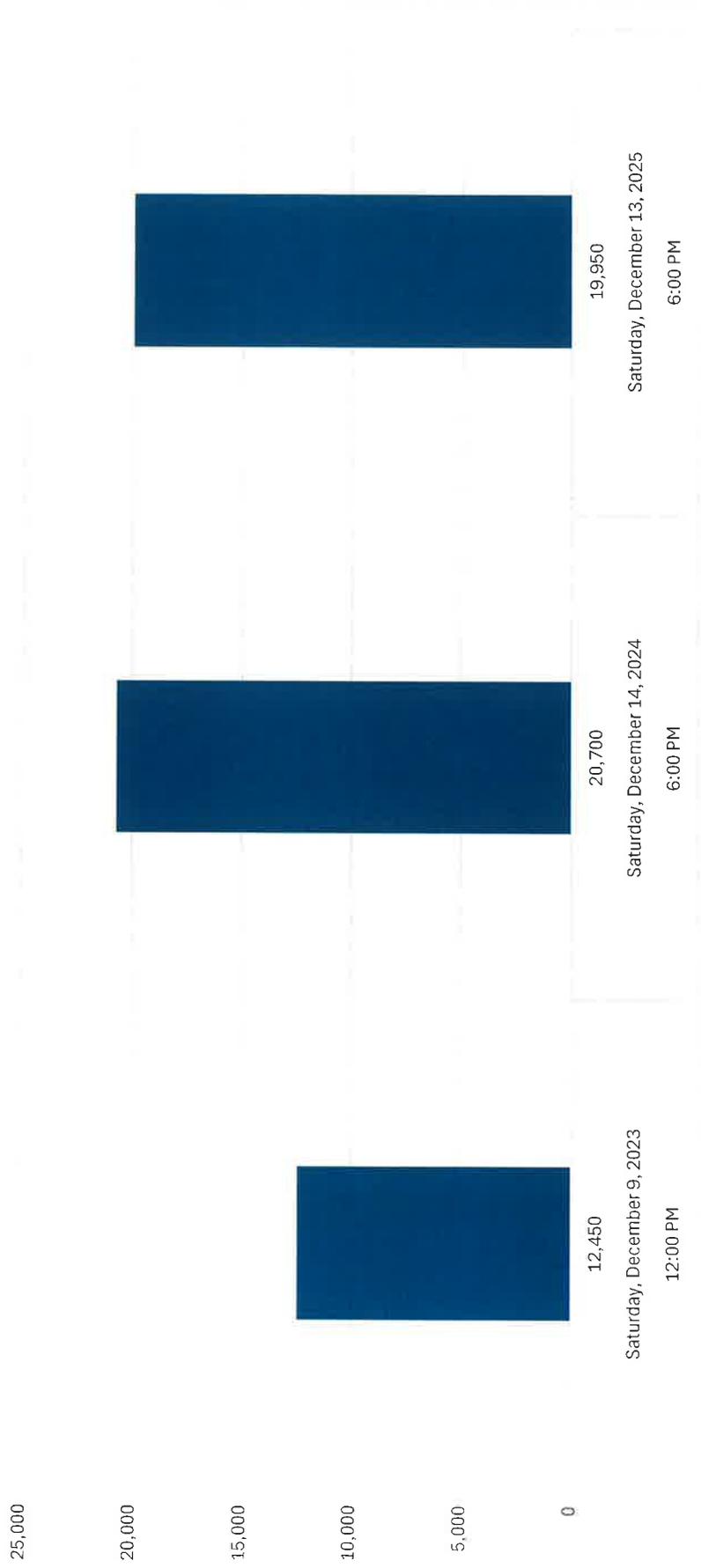
Lighting of the Tree
Pedestrian Traffic



Christmas Parade Pedestrian Traffic

Year	Time	Date	Pedestrian Traffic
2023	12:00 PM	Saturday, December 9, 2023	12,450
2024	6:00 PM	Saturday, December 14, 2024	20,700
2025	6:00 PM	Saturday, December 13, 2025	19,950

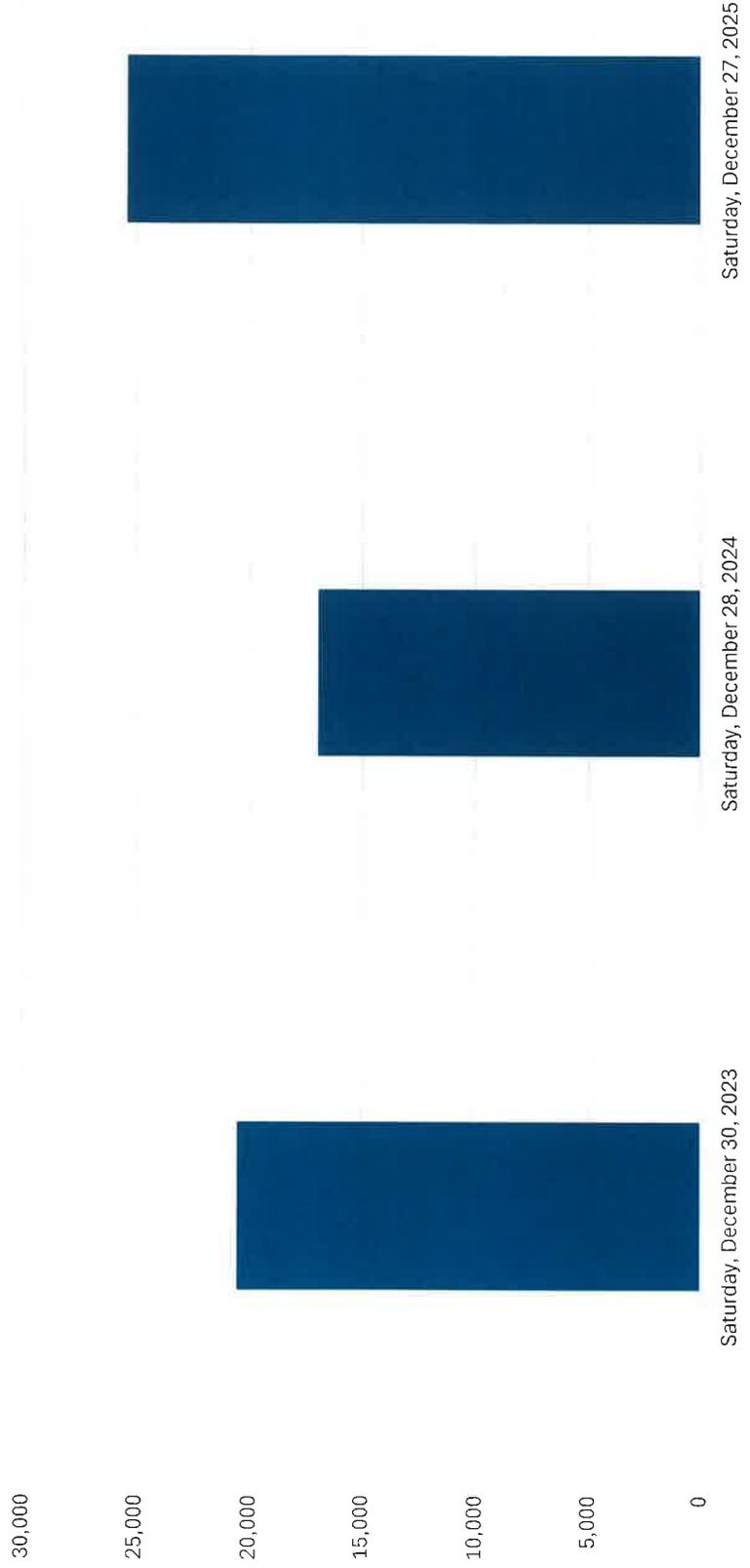
Christmas Parade
Pedestrian Traffic



Christmas Week Pedestrian Traffic

Year	Time	Date	Pedestrian Traffic
2023		Saturday, December 30, 2023	20,550
2024		Saturday, December 28, 2024	16,998
2025		Saturday, December 27, 2025	25,500

Christmas Week
Pedestrian Traffic



City of Helen Fire & Rescue

Monthly Report for November 2025

Total "911 Responses" = 75 / Year to Date = 844
 Year Total Response inside City Limits: 565 = 67%

Major Incident Type(s) Breakdown

Major Incident Type	# Of Incidents Current Month	2024 Monthly Comparison
Fires	2	2
Overpressure rupture, explosion, overhear (No Fire)	0	0
Rescue & Emergency Medical Service	46	38
Hazardous Condition (No Fire)	0	2
Service Call	14	10
Good Intent Call	10	12
False Alarm & False Call	3	2
Severe Weather & Natural Disaster	0	0
Special Incident Type	0	0
TOTAL	75	66

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TTL
2024	40	55	53	61	79	93	116	76	74	76	64	66	853
2025	65	50	47	52	79	87	102	77	67	77	66	75	844
Difference	+25	-5	-6	-9	0	-6	-14	+1	-7	+1	+2	+9	-9

Count of Aid Given and Received for Incidents for Date Range			# Of Incidents by Day of the Week for Date Range						
AID TYPE	TOTAL		MON	TUE	WED	THU	FRI	SAT	SUN
Aid Given	23		13	12	14	3	10	16	7
Aid Received	6		Busiest Hours for Date Range						
None	46		1500-2059						

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	5:42	7

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"	52
Engine 32	1997 Ferrara "Spartan"	1
Truck 31	2002 Ferrara "Igniter Series"	3
Rescue 31	2000 Ford "F-650"	12
301	2016 Ford "F-150"	16
ATV 31	2016 Polaris "Ranger"	3

Training Hours for December

Fire Department completed a total of **65** hours of classroom and practical training

Incident Types by Month Breakdown

Incident Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	%
Building Fire	1	2	1	0	0	0	0	0	0	0	0	2	6	0.71
Cooking fire, confined to container	0	0	0	0	1	0	0	0	1	0	0	0	2	0.24
Trash or rubbish fire (contained)	0	1	0	1	0	0	0	0	0	0	0	0	2	0.24
Passenger vehicle fire	0	0	0	0	0	0	1	0	0	0	0	0	1	0.12
Road freight or transport vehicle fire	0	0	0	0	0	0	0	1	0	0	0	0	1	0.12
Forest, woods or wildland fire	0	1	2	0	0	0	0	0	0	0	0	0	3	0.36
Brush or brush-grass fire	1	0	0	1	0	0	0	0	0	1	0	0	3	0.36
Outside rubbish, trash or waste fire	0	0	0	0	0	0	0	0	1	0	0	0	1	0.12
Dumpster or other outside trash fire	0	0	0	0	0	0	1	0	0	0	0	0	1	0.12
Air or gas rupture of pressure or process vessel	0	0	0	0	0	0	0	0	0	0	1	0	1	0.12
Fireworks explosion (no fire)	0	0	0	0	0	1	0	0	0	0	0	0	1	0.12
Medical Assist, assist EMS crew	1	0	1	0	0	0	0	1	1	1	1	0	6	0.71
EMS call, excluding vehicle accident w/ injury	33	20	23	27	46	40	56	38	33	46	27	38	426	50.47
Motor vehicle accident w/ injury	0	3	2	3	4	1	2	3	1	1	3	3	26	3.08
Motor vehicle/pedestrian accident	0	0	0	0	1	0	0	0	0	0	0	0	1	0.12
Motor vehicle accident w/ no injuries	6	1	1	0	3	1	2	0	2	1	5	4	26	3.08
Lock-in	0	0	0	0	1	1	0	0	0	1	0	0	3	0.36
Search for person on land	0	0	1	0	1	0	0	0	0	0	0	0	2	0.24
Search for person in water	0	0	0	0	0	0	1	0	0	0	0	0	1	0.12
Extrication of victim(s) from vehicle	1	0	0	0	0	0	1	1	0	0	2	0	5	0.59
Removal of victim(s) from stalled elevator	0	0	0	1	0	1	0	0	0	0	1	1	4	0.47
Swift water rescue	0	0	0	0	0	0	2	0	0	0	0	0	2	0.24
Gas leak (natural gas or LPG)	0	2	0	1	1	0	0	0	0	0	1	0	4	0.59
Electrical wiring/equipment problem, other	0	0	0	0	0	0	0	0	0	0	1	0	1	0.12
Power line down	0	0	0	0	1	2	0	1	1	1	0	0	6	0.71
Arcing, shorted electrical equipment	0	0	0	0	0	1	0	0	0	0	0	0	1	0.12
Lock-out	4	10	5	6	7	20	10	8	6	3	7	7	93	11.02
Animal Problem	0	0	0	0	0	0	0	0	1	0	0	0	1	0.12
Animal Rescue	0	0	0	2	0	0	0	0	0	2	1	0	4	0.59
Public Service assistance, other	2	0	0	0	0	0	0	0	0	0	0	1	3	0.36
Assist police or other governmental agency	0	1	1	0	0	2	1	0	0	0	0	1	6	0.71
Police matter	0	0	0	0	0	0	0	0	1	0	0	0	1	0.12
Public Service	0	0	0	0	1	0	0	0	0	1	0	0	2	0.24
Assist invalid	3	1	0	1	0	2	5	4	0	5	0	5	26	3.08
Dispatched & canceled en route	4	3	4	5	2	5	8	9	5	7	7	6	65	7.7
No incident found on arrival at dispatch address	1	2	1	2	2	4	5	2	5	2	4	4	34	4.03
Authorized controlled burning	0	0	0	0	1	0	0	0	0	0	0	0	1	0.12
Smoke scare, odor of smoke	2	0	3	0	3	1	1	1	0	1	1	0	13	1.54
Steam, vapor, for or dust thought to be smoke	0	0	0	0	0	0	0	0	1	0	0	0	1	0.12
HazMat release investigation w/ no HazMat	0	0	0	0	0	0	0	0	1	0	0	0	1	0.12



Sprinkler activation due to malfunction	1	0	1	0	0	0	0	0	0	0	0	0	2	0.24
Alarm system sounded due to malfunction	5	1	0	1	4	0	2	2	4	2	0	3	24	2.84
Sprinkler activation, no fire-unintentional	0	0	0	0	0	0	0	1	0	0	0	0	1	0.12
Smoke detector activation, no fire-unintentional	0	0	0	1	0	1	0	0	0	0	1	0	3	0.36
Alarm system activation, no fire-unintentional	0	2	1	0	0	3	3	5	3	3	3	0	23	2.73
Carbon monoxide detector activation, no CO	0	0	0	0	0	1	1	0	0	0	0	0	2	0.24
Total Runs by Month	65	50	47	52	79	87	102	77	67	77	66	75	844	100

PUBLIC WORKS REPORT

December 2025

- Worked on river street restrooms fixing toilets .
- Worked on Christmas fixtures.
- Clean curbs throughout town.
- Put brackets and shelf hangers in Christmas shop.
- Worked on three main water leaks.
- Normal routine: clean restrooms, trash route, roadside trash, read water meters, put chlorine and salt in wells, and water samples on weekends.
- 811 locates .
- Worked on the sweeper truck.
- Clean up shops.
- Put up directional signs.
- Prepare and decorate the float for the Christmas parade.
- Put out hay bales for Christmas.
- Put out the Christmas sprays.
- Fixed the sled at the welcome center.
- Get city hall ready for Christmas.



Group Summary

Group	Issued	Completed	Voided	New
1ST AVAILABLE	37	35	0	2
PUBLIC WORKS	1	1	0	0
WATER	5	4	0	0
Grand Totals	43	40	0	2

Staff Summary

Staff	Issued	Completed	Voided	New
1ST AVAILABLE	9	9	0	0
EDWARD SALWAY	28	26	0	2
JACOB WESTMORELAND	2	1	0	0
JOHNATHAN MORGAN	2	2	0	0
PW TEAM	1	1	0	0
SUSIE SANDERS	1	1	0	0
Grand Totals	43	40	0	2

Job Code Summary

Job Code	Issued	Completed	Voided	New
CONNECT - CONNECT	3	3	0	0
DELIVER CAN - DELIVER CAN	1	1	0	0
DISCONNECT & READ - DISCONNECT & READ	2	2	0	0
END SUSP - END SUSPEND	1	1	0	0
LEAK CK - LEAK CHECK	2	2	0	0
LOCK NON PAYMENT - LOCK NON PAYMENT	7	7	0	0
MISC - MISC	2	1	0	1
PICK UP CAN- TERM - PICK UP CAN - TERMINATE SERVI	3	3	0	0
PULL DATA - PULL METER DATA	6	6	0	0
READ - READ	1	1	0	0
READ TO TRANSFER - READ TO TRANSFER	3	3	0	0
REINSTATE - REINSTATE	5	5	0	0
RE-READ IN BILLING - RE-READ IN BILLING	1	1	0	0
TURN OFF & LOCK - TURN OFF & LOCK	1	0	0	1
TURN OFF/ON- REPAIRS - TURN OFF/ON - REPAIRS	2	2	0	0
UNLOCK - UNLOCK	1	1	0	0
UNLOCK - BILL PAID - UNLOCK - BILL & RECONNECT PAI	2	1	0	0
Grand Totals	43	40	0	2

Action Summary

Action	Issued	Completed	Voided	New
Connect	3	3	0	0
Disconnect	2	2	0	0
Re-Read	1	1	0	0
Occupant Change	3	3	0	0
Miscellaneous	14	13	0	1
Cutoff	7	7	0	0
Reinstate	7	6	0	0
Service Action	4	4	0	0
Begin Suspend	1	0	0	1
End Suspend	1	1	0	0
Grand Totals	43	40	0	2

Issued by User

User	Issued
Katie	3

Issued by User

User	Issued
Susie	40
Grand Totals	43

Completed by User

User	Completed
esalway	33
ssanders	7
Grand Totals	40



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

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



The City of Helen is an equal
opportunity provider and employer

BUILDING AND ZONING MONTHLY REPORT December 2025

Commissioners:

Steve Fowler
Helen Wilkins
Cliff Hood
Mervin Barbree
Lee Landress

City Manager:

Darrell Westmoreland

City Clerk:

Marilyn M. Chastain

Clerk of Court:

Jaclyn Burke

City Finance Director:

Mona Wood

Chief of Police:

Aletha Barrett

Building and Zoning

Director:

Jonah Casper

Fire Chief:

Jody Prickett

Public Works

Director:

Jack Morgan

PERMITS

Building: 2
Electrical: 1
Mechanical: 1
Plumbing: 1
Demo: 0
Sign: 1
Special Event: 0

INSPECTIONS

Permitted: 24
Builder and Architect consultations: 9

CERTIFICATES ISSUED

Residential: 0
Commercial: 0



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BUILDING AND ZONING 2025 REPORT

Commissioners:

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Lee Landress

City Manager:

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City Clerk:

Marilyn M. Chastain

Clerk of Court:

Jaclyn Burke

City Finance Director:

Mona Wood

Chief of Police:

Aletha Barrett

**Building and Zoning
Director:**

Jonah Casper

Fire Chief:

Jody Prickett

**Public Works
Director:**

Jack Morgan

PERMITS

Building: 77 issued (28 individual jobs)

Signs: 18 issued

Events: 17 issued

INSPECTIONS

Permitted: 324

Builder and Architect consultations: 92

CERTIFICATES ISSUED

Residential: 8

Commercial: 3