



**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
JUNE 17, 2025
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 CLIFF HOOD
2. ROLL CALL BY CITY CLERK MARILYN CHASTAIN
3. SALUTE TO THE FLAG
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES FROM MAY 20, 2025
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. PUBLIC HEARING FOR DISCUSSION OF THE 2025/2026 CITY OF HELEN BUDGET
10. ADMINISTRATIVE
 - A. CITY MANAGER UPDATE
 - B. FINANCIAL REPORT
11. POLICE DEPARTMENT MONTHLY REPORT
12. FIRE DEPARTMENT MONTHLY REPORT
13. PUBLIC WORKS, WATER AND WASTE WATER MONTHLY REPORT
14. BUILDING AND ZONING DEPARTMENT MONTHLY REPORT
 - A. SIGN VARIANCE REQUEST FOR CAMPFIRE RESTAURANT
15. PURCHASES AND BIDS
16. ORDINANCES

17. RESOLUTIONS: RESOLUTION 25-06-01; RESOLUTION APPROVING A FLOST INTERGOVERNMENTAL AGREEMENT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT ON BEHALF OF THE CITY
18. EXECUTIVE SESSION TO DISCUSS: PENDING/POTENTIAL LITIGATION, PERSONNEL, AND REAL ESTATE ACQUISITION
19. CITY COMMISSION COMMENTS
20. ADJOURNMENT

THIS AGENDA WAS POSTED JUNE 13, 2025 @ 9:15 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
MAY 20, 2025
MINUTES OF MEETING**

Commissioners:

Lee Landress
Steve Fowler
Mervin Barbree
Cliff Hood
Helen Wilkins

The Helen City Commission met on Tuesday, May 20, 2025, in the commission chambers at Helen City Hall. Mayor Cliff Hood called the meeting to order at 10:00 a.m. Deputy Clerk Mirinda Dispain called the roll. The following commissioners were present: Mayor Cliff Hood, Commissioner Helen Wilkins, Commissioner Steve Fowler, Commissioner Lee Landress, and Commissioner Mervin Barbree.

City Manager:

Darrell Westmoreland

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

City Clerk:

Marilyn M. Chastain

Pledge of Allegiance was given.

Finance Director:

Mona Wood

APPROVAL OF AGENDA: Motion to approve the agenda with the addition of 9C – PUBLIC HEARING was made by Commissioner Helen Wilkins. Second was made by Commissioner Steve Fowler. Motion approved with a unanimous vote of the commission.

Chief of Police:

Aletha Barrett

Clerk of Court:

Jaclyn Burke

APPROVAL OF MINUTES FROM APRIL 15, 2025: Motion to approve the minutes was made by Commissioner Steve Fowler. Second was made 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: Dennis Doll came before the commission as a member of the Helen Rotary Club. He told of the upcoming events. He also announced Carol Powell would be the new president.

**Public Works
Director:**

Jack Morgan

Lee McKinstry gave a presentation for the potential future development of Joe Hatcher's property on Blumen Weg (Parcel #057 001 and #H04E 007). The property consists of 48 acres that he would like to have annexed into the city as R-5 (Seasonal Residential Housing) Zoning. He said the plan would be to develop a high-end community of short-term rentals with approximately 48 homes. There would be an onsite management company, high-end security system and in-house cleaning crews. All roads, water and sewer systems would be built to the city's specifications. Fletcher Holliday with Engineering Management, Inc. stated the city's water and sewer system could handle the additional capacity of 2 bedrooms/2 baths for the 48 homes, but he would need to revisit the capacity with 4 bedrooms/4 baths. Police Chief Aletha Barrett said the homes would not put a strain on the police department. Commissioner Mervin Barbree questioned the strain on the fire department's ability to maneuver around the traffic with the addition of this development and Jason Graham's property (Bed & Barley LLC.) which has already been approved for short-term rentals. Mr. Holliday asked Mr. McKinstry to consider the

**Fire Department
Chief:**

Jody Prickett

**CITY OF HELEN
COMMISSION MEETING
MAY 20, 2025
MINUTES OF MEETING
PAGE 2**

addition of a city well on the property's green space to help increase the water input. Mr. McKinstry agreed. Commissioner Helen Wilkins also asked Mr. Holliday to see if the Graham property would be a consideration for a new well for the city. The overall consideration for the annexation was positive.

ALPINE HELEN/WHITE COUNTY C.V.B. MONTHLY REPORT: Director Jerry Brown was present and gave a report to the commission. The report is included as an integral part of the minutes.

HELEN CHAMBER OF COMMERCE MONTHLY REPORT: Judy Holloway gave a report to the commission and updated them on the renovation of the Festhalle. It is to be completed by Oktoberfest.

ADMINISTRATIVE

CITY MANAGER UPDATE: Mr. Westmoreland gave an update on the Main Street Sidewalk Extension Project. The concrete is scheduled to be poured by this Friday. Mr. Holliday updated the commissioners on other projects and provided them with a report which is included as an integral part of the minutes. He presented them with a proposal to repair the effluent line leak at the wastewater treatment plant. Motion to approve proposal by J & K Utilities, LLC. to repair the leaking effluent line fitting at the wastewater treatment plant at the cost of \$29,104.00 was made by Commissioner Steve Fowler. Second was made by Commissioner Lee Landress. Motion approved with a unanimous vote of the commission present. Mr. Holliday explained that once the water was removed below the leak line, any further damage to the line would be visible. If there was more damage, the cost would be significantly more.

FINANCIAL REPORT: The report was presented by Finance Director Mona Wood and is included as an integral part of the minutes.

PUBLIC HEARING TO ADD SHORT-TERM RENTALS TO CONDITIONAL USE OF C-3 (HIGHWAY COMMERCIAL) ZONING FOR PROPERTY AT 115 ESCOWEE DRIVE: Motion to enter Public Hearing was made at 11:12 a.m. by Commissioner Steve Fowler. Second was made by Commissioner Mervin Barbree. Motion approved with a unanimous vote of the commission. Motion to come out of Public Hearing was made at 11:17 a.m. by Commissioner Helen Wilkins. Second was made by Commissioner Steve Fowler. Motion approved with a unanimous vote of the commission. Motion to approve the addition of short-term rentals to conditional uses of C-3 (Highway Commercial) Zoning at 115 Escowee Drive with the limit of two rental units was made by Commissioner Steve

**CITY OF HELEN
COMMISSION MEETING
May 20, 2025
MINUTES OF MEETING
PAGE 3**

Fowler. Second was made by Commissioner Mervin Barbree. Motion approved with a unanimous vote of the commission.

POLICE DEPARTMENT MONTHLY REPORT: Report was presented by Police Chief Aletha Barrett and is included as an integral part of the minutes.

FIRE DEPARTMENT MONTHLY REPORT: Fire Chief Jody Prickett was not present. The report was presented by Police Chief Aletha Barrett and is included as an integral part of the minutes.

PUBLIC WORKS, WATER AND WASTEWATER MONTHLY REPORT: Public Works Director Jack Morgan was not present. The report was presented by Police Chief Aletha Barrett and is included as an integral part of the minutes.

BUILDING AND ZONING DEPARTMENT MONTHLY REPORT: Motion to approve a prefabricated, portable storage building for maintenance supplies for Lee Landress's long-term rental properties at Narr Weg was made by Commissioner Mervin Barbree. Second was made by Commissioner Steve Fowler. Motion approved with a unanimous vote of the commission.

PURCHASES AND BIDS: There were none.

ORDINANCES: There were none.

RESOLUTIONS: There were none.

CITY COMMISSION COMMENTS: There were none.

ADJOURNMENT: Motion to adjourn was made at 11:31 a.m. by Commissioner Steve Fowler. Second was made by Commissioner Mervin Barbree. Motion approved with a unanimous vote of the commission.

RESPECTFULLY PREPARED BY DEPUTY CLERK MIRINDA DISPAIN

Marilyn Christain City Clerk



Alpine Helen/White County Convention & Visitors Bureau

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

CVB Report May 2025

ADVERTISEMENTS:

- LRC – Social Media posts.
- Georgia EMC Magazine.
- American Road Magazine.
- North Georgia Living Magazine.
- Style Blue Print Magazine.
- Atlanta Magazine.
- Georgia's Great Places Magazine.
- South Carolina EMC Magazine.
- Alabama Living Magazine.
- Mountain Traveler Magazine.
- James Magazine – Tourism & Hospitality Issue.
- USA Today – Best River for tubing – Helen, Chattahoochee River. 469,877. Impressions, with an estimated value of \$4,346.
- World Atlas – 9 Cutest places in Georgia – Helen. 408 million Impressions, with an estimated value of \$3,773,341.
- AJC – Mirth & Mischief show – Helen. 3.4 million Impressions, with an estimated value of \$31,395.
- Athens Banner Herald – 9 small towns that were named the cutest in Georgia – Helen. 374,161. Impressions, with an estimated value of \$3,461.
- World Atlas – 8 off the grid Georgia towns to visit in 2025 – Helen. 6.2 million Impressions, with an estimated value of \$59,846.
- Medium.com – Top 5-day trips from Chattanooga, TN – Helen. 49.3 million Impressions, with an estimated value of \$456,553.

WELCOME CENTER:

- 2,577 Visitors stopped by the Welcome Center in May.
- Helen Travel Guides delivered over 315 cases of the new guides to date. We had 300 requests for guides and 189 Travel Guide downloads from the website.
- Website visits for the month of May 132,000 (11,000 more) with 129,000. Unique / new visitors 4.08 page visits per user with over 610,000. (3,521 more than last Yr.) Page views with duration of 3.12 minutes per view. Bounce rate 48.15%.

TRAVEL SHOWS/MEETINGS:

- May 2nd – Director Brown completed the month end CVB report for April.
- May 5th - Director Brown attended the UGA Hospitality School's National Tourism Week Conference.
- May 6th – Director Brown met with Carol Danford with GPB to discuss next year's campaign.
- May 11th – Director Brown met with Style Blue Print Magazine.
- May 14th – Director Brown conducted the monthly MEGMTA Board and Membership meeting in Hiawasse @ Hamilton Gardens.
- May 15th – Director Brown met with CTM to renew another year of brochure distribution throughout Atlanta.
- May 16th – Director Brown attended the Fox Theater grant presentation to the Sautee Nacoochee Arts Center.
- May 16th – Director Brown met with Advance Travel & Tourism to go over April's report.
- May 20th – Director Brown gave the CVB monthly report to the Helen City Commission.
- May 22nd – Director gave the CVB monthly report for April to the CVB Board.

2025 FLOST INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement entered this the _____ day of _____, 2025 by and between White County, Georgia and the Cities of Cleveland and Helen (hereinafter sometimes referred to as the “Governmental Entities”) for the purpose of implementing the provisions of the Official Code of Georgia as they relate to implementation of a County Floating Local Option Sales Tax (the FLOST) within the special tax district established for and conterminous with White County (hereinafter sometimes referred to as the “Special Taxing District”) pursuant to O.C.G.A. § 48-8-109.30.

WHEREAS the Governmental Entities desire to impose a FLOST within the Special Taxing District which requires entering into an intergovernmental agreement calling for a FLOST and specifying the proposed rate of the tax of 1% of sales, the proposed maximum period of time that the tax is to be levied for 5 years, and the proposed allocation and distribution of the tax among the eligible political subdivisions; and

WHEREAS the Special Taxing District that is conterminous with White County is eligible to impose a FLOST pursuant to O.C.G.A. § 48-8-109.31(d)(1)(A), because the governing authority of the county whose geographical boundary is conterminous with that of the special district and the governing authority or authorities of all municipalities that levy an ad valorem tax on property have in effect for the 2025 taxable year, a base year value or adjusted base year value homestead exemption; and

WHEREAS in accordance with O.C.G.A. § 48-8-109.31(d)(1)(B), the municipality of the City of

Cleveland represents at least 50 percent of the Special Taxing District's residents of municipalities that levy an ad valorem tax on property and are eligible to receive a distribution of FLOST proceeds because they levy an ad valorem tax on property; and

WHEREAS, the projected revenue to be generated in the 20 quarters of the FLOST is approximately \$45 million dollars but may exceed this amount and the parties wish to provide for the allocation of any and all revenue received and ensure that all FLOST proceeds are used to reduce property taxes and the roll back millage rates of the respective government entities ; and

WHEREAS, the parties desire to reach an agreement to meet the requirements of O.C.G.A. §§ 48-8-109.31(d) and 48-8-109.32; and

WHEREAS the parties wish to provide for the allocation among the parties of any and all revenues received of which all proceeds received by a political subdivision from the FLOST are obligated by O.C.G.A. 48-8-109.42 to be used exclusively for tax relief, which shall result in a reduction of the roll back millage rate and be shown on each taxpayer's ad valorem property tax bill; and

WHEREAS, a meeting of the Governmental Entities was conducted on May 20, 2025, to consider the imposition of the FLOST within the Special Taxing District that is conterminous with the borders of White County; and

WHEREAS, White County has requested that the Cities of Cleveland and Helen enter into an Intergovernmental Agreement in accordance with O.C.G.A. §§ 48-8-109.31(d) and 48-8-109.32,

which agreement establishes the rate of the FLOST, the duration of the FLOST, and the allocation and distribution of FLOST proceeds which shall be used exclusively to reduce the property taxes levied by the Governmental Entities.

NOW, THEREFORE, the parties agree as follows:

SECTION ONE

Proposed Rate and Duration of the FLOST

In accordance with O.C.G.A. §§ 48-8-109.31(c), the proposed rate of the FLOST shall be 1.0%. In accordance with O.C.G.A. §§ 48-8-109.32(a), the proposed duration of the tax shall be five years. If approved in a referendum held on November 4, 2025, the imposition of the tax is expected to commence on January 1, 2026, and shall terminate five years thereafter. The final day for imposition of the tax without renewal is expected by December 31, 2030.

SECTION TWO

Allocation of FLOST Proceeds

The expected proceeds are to be used exclusively for property tax reduction as provided in O.C.G.A. § 48-8-109.42 and shall be allocated according to the following percentages in Table 1.0, which are based upon the share of the 2024 property maintenance / operation (M/O) tax digest levied among all of the Governmental Entities adjusted to ensure that no governing authority shall receive funds in excess of the amount required to reduce their property tax to 0.000 mills.

Table 1.0 - Allocation Rates and Estimated Distribution Amounts (Based upon 2024 Property Tax Digest & 2025 Approximate Sales Tax Proceeds

Property & Sales Tax Reform - FLOST distribution	Target FLOST % distribution	Estimated 2025 FLOST Collections
White Co.	75.00%	\$6,033,000
Cleveland	15.00%	\$1,206,600
Helen	<u>10.00%</u>	<u>\$804,400</u>
Total	100.00%	\$8,044,000

SECTION THREE

Procedures for Distributing Proceeds to Qualified Government Entities

All funds received by White County shall be distributed as provided in SECTION TWO except that no Governmental Entity shall receive a greater amount of FLOST sales tax than the total of their ad valorem taxes as provided in O.C.G.A § 48-8-109.42. All funds received shall be distributed for the purpose of reducing property taxes. A Governmental Entity shall not be entitled to funds in excess of the Governmental Entity's ad valorem taxes, and the excess funds shall be transferred to the other Governmental Entities pro rata. If both cities have the ad valorem millage rate reduced to zero, then the remaining FLOST sales tax proceeds shall be distributed to the county to ensure that all sales tax collections in the previous year used exclusively to reduce property taxes.

The above-mentioned FLOST fund transfer will be completed after the year end funds are received in January. The Governmental Entity(s) which receives excess funds during the prior year will distribute those funds to the Governmental Entity which continues to have a millage rate above 0.000 mills in February each year.

Should any Municipality cease to exist as a legal entity before all funds are distributed under this Agreement, that Municipality's share of the funds after dissolution shall be paid to the COUNTY and all Municipalities according to the schedule in Section Five, Distribution of Proceeds.

SECTION FOUR

Notices

All notices, consents, waivers, directions, requests or other instruments or communications provided for under this Agreement shall be deemed properly given when delivered personally or sent by registered or certified United States mail, postage prepaid, as follows:

WHITE COUNTY: White County Board of Commissioners
 1235 Helen Hwy
 Cleveland, GA 30528
 Attn: County Manager, Derrick Canupp

CLEVELAND: City of Cleveland, GA
 85 South Main Street
 Cleveland, GA 30528
 Attn: City Administrator Kevin Harris

HELEN: City of Helen, GA
 25 Alpenrosen Strasse
 P.O. Box 280
 Helen, GA 30545
 Attn: City Manager Darrell Westmoreland

SECTION FIVE

Distribution of Proceeds

In accordance with O.C.G.A. § 48-8-109.36, the net proceeds of the FLOST received by White County from the State Revenue Commissioner shall be allocated and distributed to the political subdivisions within 10 business days after the end of the month in which the funds are received by White County at the percentages stated in Table 1.0, except that no city shall receive a greater amount of FLOST proceeds than the total of the city's ad valorem taxes as provided in O.C.G.A § 48-8-109.42. If necessary, adjustments to TABLE 1 are required to ensure all FLOST funds are used as described in SECTION THREE.

SECTION SIX

Fund Accounting, Record Keeping, and Audit

All FLOST funds received by each Governmental Entity participating in this Intergovernmental Agreement shall be maintained in discrete accounts and accounted for as separate and discrete funds prior to being deposited into the general fund of the Governmental Entity. All records shall be kept by the fund so that the records may be audited by each Governmental Entity's designated auditor, if needed. Funds generated by FLOST shall be expended only for the purpose of reducing the property taxes levied by the Governmental Entities as provided in O.C.G.A § 48-8-109.42.

SECTION SEVEN

Severability and Completeness

If any law, regulation, or court decision shall cause any provision of this Intergovernmental Agreement to be rendered invalid, the remaining provisions of this Intergovernmental Agreement shall remain in full force and effect. This Intergovernmental Agreement reflects the entire understanding between the parties and may not be modified except as allowed by law and in writing by the authorized representatives of the parties.

SECTION EIGHT

Compliance with Law

The COUNTY and the Municipalities shall comply with all applicable local, State, and Federal statutes, ordinances, rules, and regulations.

SECTION NINE

No Consent to Breach

No consent or waiver, express or implied, by any party to this Agreement, to any breach of any covenant, condition or duty of another party shall be construed as a consent or waiver of any future breach of the same.

SECTION TEN

Counterparts

This Agreement shall be executed in eight (3) counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

SECTION ELEVEN

Mediation

The COUNTY and cities of Cleveland and Helen agree to submit any controversy arising under this Agreement to non-binding mediation to seek a resolution. The parties to the mediation shall select a neutral party to serve as mediator. Costs of mediation shall be shared equally among the parties to the mediation.

SECTION TWELVE

Ballot Language

The ballot for the question of imposing the FLOST shall state as follows:

Shall a special 1 percent sales and use tax be imposed for five years within the Special Taxing District of White County with the proceeds exclusively used to reduce property taxes imposed by White County and the Cities of Cleveland and Helen.

() YES () NO

IN WITNESS WHEREOF the authorized representatives of the parties have hereunto set their hands and affixed the seals of the respective Governmental Entities as of the date above first written.

WHITE COUNTY BOARD OF
COMMISSIONERS

THE CITY OF
CLEVELAND

By: _____

Chairman

Attest: _____
Clerk

By: _____

Mayor

Attest: _____
Clerk

THE CITY OF
HELEN

By: _____

Mayor

Attest: _____
Clerk

6/25

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. Concurrently, EMI is preparing an ARC grant application to support future groundwater well projects. The City will need to complete a procurement process for engineering services. EMI is reaching out to GMRC for assistance.

Main Street Sidewalk Improvements:

Project is completed, close out procedures are being finalized.

Well No. 11 (Lenzen Property):

The proposed water line route has been staked and communicated to the City. The easement route has been approved, and easement drawings are nearly complete and then will be submitted to City Attorney. Design is underway for both the well structure and the associated water line extension.

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 planned for later this year.

Land Application System (LAS) Improvements:

Solids removal from the large pond is scheduled for later this summer. Repairs have been completed in Spray Fields 1, 2, and 3. Design work for Spray Fields 4 and 5 is underway and expected to be completed next week. Pricing from the contractor will follow shortly thereafter.

Capital Improvement Plan (CIP):

A draft CIP has been presented to the City, which includes a recommendation for a rate increase. Additional initiatives moving forward include the LAS vegetation management plan, installation of a telescopic valve, and implementation of zone metering.

WWTF Pond Effluent Line:

Effluent line has been repaired.



CITY OF HELEN
FINANCIAL REPORT SUMMARY
ELEVEN MONTHS ENDED MAY 31, 2025
TAX REVENUES SUMMARY COMPARISON

TAX REVENUES

HOTEL/MOTEL TAX FUND

<u>Monthly Comparison</u>			
May-24	May-25	Difference	% Inc(Dec)
199,931	195,244	-4,687	-2.34%

<u>Fiscal YTD Comparison - Eleven Months Ended 5/31/25</u>			
May-24	May-25	Difference	% Inc(Dec)
2,748,761	2,673,909	-74,852	-2.72%

SALES TAX

<u>Monthly Comparison</u>			
May-24	May-25	Difference	% Inc(Dec)
121,610	131,075	9,465	7.78%

<u>Fiscal YTD Comparison - Eleven Months Ended 5/31/25</u>			
May-24	May-25	Difference	% Inc(Dec)
1,459,920	1,526,530	66,610	4.56%

BEER/WINE/LIQUOR EXCISE TAX

<u>Monthly Comparison</u>			
May-24	May-25	Difference	% Inc(Dec)
15,607	11,692	-3,915	-25.08%

<u>Fiscal YTD Comparison - Eleven Months Ended 5/31/25</u>			
May-24	May-25	Difference	% Inc(Dec)
168,811	150,400	-18,411	-10.91%

MIXED DRINK TAX

<u>Monthly Comparison</u>			
May-24	May-25	Difference	% Inc(Dec)
8,180	6,806	-1,374	-16.80%

<u>Fiscal YTD Comparison - Eleven Months Ended 5/31/25</u>			
May-24	May-25	Difference	% Inc(Dec)
108,240	102,343	-5,897	-5.45%

2020 SPLOST

<u>Monthly Comparison</u>			
May-24	May-25	Difference	% Inc(Dec)
120,395	129,765	9,370	7.78%

<u>Fiscal YTD Comparison - Eleven Months Ended 5/31/25</u>			
May-24	May-25	Difference	% Inc(Dec)
1,444,567	1,511,288	66,721	4.62%

Fiscal YTD Comparison - Eleven Months Ended 5/31/25

Budget	Actual	% Inc(Dec)
1,595,000	1,511,288	94.75%

Cumulative #54	Estimated 2020	Difference	% of Estimate
6,728,246	5,600,000	-1,128,246	120.15%



2021 Construction Fund

Account Summary

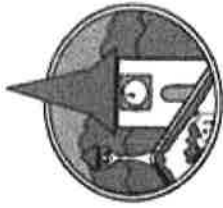
Date Range: 08/01/2021 - 5/31/25

	Budget	To Date 5/31/25	Available @ 5/31/25
HEX STRASSE WELL	250,000	80,471	169,529
LENZEN PROPERTY WELL #11	495,000	153,742	341,258
MAIN LIFT STATION	1,450,000	1,295,230	154,770
SSS IMPROVEMENTS	1,500,000	920,288	579,712
CHATTAHOOCHEE RIVER SEWER LINE	375,000	239,360	135,640
GROUND WATER DEVELOPMENT	25,000	37,569	(12,569)
METER REPLACEMENT	595,000	409,286	185,714
WWTF SOLIDS REMOVAL	425,000	558,379	(133,379)
LAS IMPROVEMENTS	875,000	932,667	(57,667)
	<u>5,990,000</u>	<u>4,626,992</u>	<u>1,363,008</u>



**CITY OF HELEN AVAILABLE 2020 SPLOST FUNDS
AS OF MAY 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	1,561,649.39	2,282,928.22	2,523,130.22	360,639.41	6,728,347.24
INTEREST EARNED	92,166.75	134,735.80	148,912.25	21,284.52	397,099.33
EXPENSES					
PRIOR YEARS TOTALS	642,819.58	506,575.64	728,770.22	115,628.57	1,993,794.01
CURRENT YEAR TOTALS	307,737.80	111,933.33	420,433.65	16,678.95	856,783.73
BANK FEES	0.00	0.00	0.00	0.00	0.00
2020 SPLOST AVAILABLE	703,258.77	1,799,155.05	1,522,838.59	249,616.42	4,274,868.83
				Ladder Truck Restricted	750,000.00
					5,024,868.83



City of Helen Debt Service as of May 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	40,668	Oct-26
GEFA DWSRG 13-012	Hamby St Bridge Crossing	309,041	0.660	2,662	Monthly	58,194	Mar-27
				<u>52,784</u>		<u>190,096</u>	
Debt Service 2021 Construction Bond		\$ 5,811,700					

Helen Police Department

Monthly Report



May 2025

<u>Arrests- 12</u> - Felony- - Misdemeanor- - FVA- - VGCSA-	<u>2024 – 22</u> - Felony- 0 - Misdemeanor- 12 - FVA- 2 - VGCSA- 8	<u>Citations</u> 331	<u>2024</u> 268
<u>Security Checks</u> 726 *Downtown businesses 71 (3,266)	<u>2024</u> 2,639 *Downtown businesses 71 (9,869)	<u>Calls for Service</u> 761	<u>2024</u> 939
<u>Foot Patrol Hours</u> 45	<u>2024</u> 51	<u>Accident Reports</u> 10	<u>2024</u> 7
<u>Criminal Trespass</u> 2 <u>2024</u> 5	<u>Arrest Summary</u> <u>2024</u> - Felony – 10 - Misdemeanor – 133 - FVA – 22 - VGCSA – 33	<u>Year to Date</u> - Arrests – 75 - Security Checks – 6,946 - Foot Patrol – 216 - Criminal Trespass – 22 - Citations – 1,466 - Calls for Service – 2,896 - Accidents - 31	<u>2024</u> - Arrests – 198 - Security Checks – 111,368 - Foot Patrol – 470 - Criminal Trespass – 57 - Citations – 3,282 - Calls for Service – 8,098 - Accidents - 108

Calls for Service

911 Accidental/Open Line/Hang	17	Fight		Road Rage	
Abandoned Vehicle	1	Fire Calls	2	Security / Business Check	22
Active Shooter		Flag Down		Sexual Assault Reported	
Alarm Calls	4	Follow up Report	8	Shots Fired	1
Amber/Levi/Matties Call/Alert		Foot Patrol	45	Special Detail	9
Animal Call	3	For Your Information	3	Speeding Vehicle	
Apparent Death		Forgery		Stalking	
Armed Robbery		Fraud		Subject Screaming	
Assault		Harassment	1	Suicide (attempt or threat)	2
Assist Fire / LEO	2	Hit and Run	3	Suspicious Person or Vehicle	42
Assist Motorist	3	Hostage Situation		Taking Report	
Assistance Needed		Improperly Parked Vehicle	46	Temporary Protection Order	
Attempting to Stop		In the Area	1	Test Call	
BOLO		Intoxicated Driver/ Ped.	4	Theft Report	
Bomb Threat		Indecent Exposure		Threats	2
Bond	6	Juvenile Problem	1	Traffic Accident	10
Burglary		Kidnapping		Traffic Hazard	
Call by Phone	8	Lines Down	1	Traffic Stop	379
Car Jacking		Loitering		Tree Down/ Across Roadway	
Chase in Progress	1	Lost/Found Item or Person	11	Trespassing	1
Child Abuse/ DFCS		Mechanical Breakdown	2	Problem Unknown	7
City/County Ordinance Violation	13	Medical Calls	20	Vandalism	
Court Detail		Meet in Person	7	Vehicle Lock Out	
Criminal Trespass		Mental Subject		Vehicle Registration Info.	7
Damage to Property	2	Missing Person		Vehicle Taken without Permission	1
Debris in Roadway	1	Noise Complaint	4	Vin Verification	
Deliver Message		Not Otherwise Specified	9	Walk Thru	3
Direct Traffic	1	Open Door		Wanted Person/Warrant	5
Dispute	4	Overdue Motorist		Wanted/Stolen Indicated	
Disturbance	4	Pandering		Welfare Check	5
Domestic	1	Pick up Prisoner/ Subject	3	School Crossing/ Traffic	
Driver/Criminal History Requested		Possible Dam Failure		Subject in Custody	
Driver's License Info.		Prowler	1	Wrecker needed	
Drug Suspect	3	Public Assist	2	Civil Process	
Emergency Road Repair		Reckless Driving	2	Illegal Dumping	
Entering Auto		Refusing to Leave	5	Unknown Problem	
Escort	3	River Patrol	2	Calls for Water Dept Problems	
Extra Patrol	1	Road Blocked		Walk In Report	4

Total call for service: 761

City of Helen Fire & Rescue

Monthly Report for May 2025

Total "911 Responses" = 79 / Year to Date = 293

Major Incident Type(s) Breakdown

Major Incident Type	# Of Incidents Current Month	2024 Monthly Comparison
Fires	1	2
Overpressure rupture, explosion, overhear (No Fire)	0	0
Rescue & Emergency Medical Service	56	39
Hazardous Condition (No Fire)	2	1
Service Call	8	21
Good Intent Call	8	3
False Alarm & False Call	4	13
Severe Weather & Natural Disaster	0	0
Special Incident Type	0	0
TOTAL	79	79

	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								293
Difference	+25	-5	-6	-9	0								+5

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	3	6	7	7	15	17	20	7
Aid Received	11	Busiest Hours for Date Range						
None	65	1200-2059						

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	4:44	10

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"	54
Engine 32	1997 Ferrara "Spartan"	6
Truck 31	2002 Ferrara "Igniter Series"	4
Rescue 31	2000 Ford "F-650"	16
301	2016 Ford "F-150"	10
ATV 31	2016 Polaris "Ranger"	3

Training Hours for April

Fire Department completed a total of **76.52** 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	0	4	1.37
Cooking fire, confined to container	0	0	0	0	1	0	0	0	0	0	0	0	1	0.34
Trash or rubbish fire (contained)	0	1	0	1	0	0	0	0	0	0	0	0	2	0.68
Forest, woods or wildland fire	0	1	2	0	0	0	0	0	0	0	0	0	3	1.02
Brush or brush-grass fire	1	0	0	1	0	0	0	0	0	0	0	0	2	0.68
Medical Assist, assist EMS crew	1	0	1	0	0	0	0	0	0	0	0	0	2	0.68
EMS call, excluding vehicle accident w/ injury	33	20	23	27	46	0	0	0	0	0	0	0	103	50.85
Motor vehicle accident w/ injury	0	3	2	3	4	0	0	0	0	0	0	0	8	4.1
Motor vehicle/pedestrian accident	0	0	0	0	1		0	0	0	0	0	0	1	0.34
Motor vehicle accident w/ no injuries	6	1	1	0	3	0	0	0	0	0	0	0	8	3.75
Lock-in	0	0	0	0	1	0	0	0	0	0	0	0	1	0.34
Search for person on land	0	0	1	0	1	0	0	0	0	0	0	0	1	0.68
Extrication of victim(s) from vehicle	1	0	0	0	0	0	0	0	0	0	0	0	1	0.34
Removal of victim(s) from stalled elevator	0	0	0	1	0	0	0	0	0	0	0	0	1	0.34
Gas leak (natural gas or LPG)	0	2	0	1	1	0	0	0	0	0	0	0	3	1.37
Power line down	0	0	0	0	1	0	0	0	0	0	0	0	1	0.34
Lock-out	4	10	5	6	7	0	0	0	0	0	0	0	25	10.92
Animal Rescue	0	0	0	2	0	0	0	0	0	0	0	0	2	0.68
Public Service assistance, other	2	0	0	0	0	0	0	0	0	0	0	0	2	0.68
Assist police or other governmental agency	0	1	1	0	0	0	0	0	0	0	0	0	2	0.68
Public Service	0	0	0	0	1	0	0	0	0	0	0	0	1	0.34
Assist invalid	3	1	0	1	0	0	0	0	0	0	0	0	5	1.71
Dispatched & canceled en route	4	3	4	5	2	0	0	0	0	0	0	0	16	6.14
No incident found on arrival at dispatch address	1	2	1	2	2	0	0	0	0	0	0	0	6	2.73
Authorized controlled burning	0	0	0	0	1	0	0	0	0	0	0	0	1	0.34
Smoke scare, odor of smoke	2	0	3	0	3	0	0	0	0	0	0	0	5	2.73
Sprinkler activation due to malfunction	1	0	1	0	0	0	0	0	0	0	0	0	2	0.68
Alarm system sounded due to malfunction	5	1	0	1	4	0	0	0	0	0	0	0	7	3.75
Smoke detector activation, no fire-unintentional	0	0	0	1	0	0	0	0	0	0	0	0	1	0.34
Alarm system activation, no fire-unintentional	0	2	1	0	0	0	0	0	0	0	0	0	3	1.02
Total Runs by Month	65	50	47	52	79	0	0	0	0	0	0	0	293	100

PUBLIC WORKS REPORT

MAY 2025

- Clean up Unicoi Hill Park .
- Worked on Christmas fixtures.
- Put up summer banners.
- Worked in the spray fields cleaning spray heads and dump valves.
- 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 29 total.
- Painted the Pavilion in river side park.
- Cut back Road sides.
- Put up directional signs.
- Worked on the dam at the Treatment Plant.
- Spray road sides and side walks.
- Worked on Toilet seals.
- Spread mulch on Veteran Park.
- Clean gutters at the art center and Library.



Helen, GA

Service Order Statistics

Group Summary

Group	Issued	Completed	Voided	New
1ST AVAILABLE	64	55	6	2
CHIPPING	1	0	0	0
TRASH	3	2	1	0
WATER	10	7	3	0
Grand Totals	78	64	10	2

Staff Summary

Staff	Issued	Completed	Voided	New
1ST AVAILABLE	13	12	1	0
CHRIS ESTES	7	7	0	0
EDWARD SALWAY	48	37	8	2
JACOB WESTMORELAND	2	2	0	0
JARED TURNER	1	1	0	0
PW TEAM	7	5	1	0
Grand Totals	78	64	10	2

Job Code Summary

Job Code	Issued	Completed	Voided	New
CHIPPING - CHIPPING	1	0	0	0
CONNECT - CONNECT	5	4	0	1
DELIVER CAN - DELIVER CAN	3	3	0	0
DISCONNECT & READ - DISCONNECT & READ	7	4	3	0
END SUSP - END SUSPEND	4	2	2	0
LEAK CK - LEAK CHECK	2	1	0	1
LOCK NON PAYMENT - LOCK NON PAYMENT	9	9	0	0
MISC - MISC	11	10	0	0
PICK UP CAN- TERM - PICK UP CAN - TERMINATE SERVI	3	3	0	0
PICK UP TRASH - PICK UP TRASH	3	2	1	0
PULL DATA - PULL METER DATA	2	2	0	0
READ - READ	2	2	0	0
READ TO TRANSFER - READ TO TRANSFER	6	6	0	0
REINSTATE - REINSTATE	2	2	0	0
RE-READ IN BILLING - RE-READ IN BILLING	9	6	3	0
TURN OFF & LOCK - TURN OFF & LOCK	1	0	1	0
TURN OFF/ON- REPAIRS - TURN OFF/ON - REPAIRS	2	2	0	0
UNLOCK - UNLOCK	6	6	0	0
Grand Totals	78	64	10	2

Action Summary

Action	Issued	Completed	Voided	New
Connect	5	4	0	1
Disconnect	7	4	3	0
Re-Read	9	6	3	0
Occupant Change	6	6	0	0
Miscellaneous	29	25	1	1
Cutoff	9	9	0	0
Reinstate	2	2	0	0
Service Action	6	6	0	0
Begin Suspend	1	0	1	0
End Suspend	4	2	2	0
Grand Totals	78	64	10	2

Issued by User

User	Issued
Katie	10
Mirinda	4
Susie	64
Grand Totals	78

Completed by User

User	Completed
esalway	40
ksutton	4
ssanders	20
Grand Totals	64



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

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



The City of Helen is an equal
opportunity provider and employer

BUILDING AND ZONING MONTHLY REPORT May 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: 2
Mechanical: 1
Plumbing: 1
Demo: 0
Sign: 2
Special Event: 0

INSPECTIONS

Permitted: 24
Builder and Architect consultations: 14

CERTIFICATES ISSUED

Residential: 1
Commercial: 1

RESOLUTION NO. 25-06-01

**Resolution Approving a FLOST Intergovernmental Agreement and
Authorizing the Mayor to Execute the Agreement on Behalf of the City**

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE CITY OF HELEN, GEORGIA APPROVING AND AUTHORIZING EXECUTION BY THE MAYOR OF THE CITY OF HELEN OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN WHITE COUNTY, GEORGIA AND THE CITIES OF CLEVELAND AND HELEN (HEREINAFTER SOMETIMES REFERRED TO AS THE “GOVERNMENTAL ENTITIES”) FOR THE PURPOSE OF IMPLEMENTING THE PROVISIONS OF THE OFFICIAL CODE OF GEORGIA AS THEY RELATE TO IMPLEMENTATION OF A COUNTY FLOATING LOCAL OPTION SALES TAX (THE FLOST) WITHIN THE SPECIAL TAX DISTRICT ESTABLISHED FOR AND CONTERMINOUS WITH WHITE COUNTY (HEREINAFTER SOMETIMES REFERRED TO AS THE “SPECIAL TAXING DISTRICT”) PURSUANT TO O.C.G.A. § 48-8-109.30, et seq.

WHEREAS, the Governmental Entities desire to impose a FLOST within the Special Taxing District which requires entering into an intergovernmental agreement calling for a FLOST and specifying the proposed rate of the special sales and use tax of 1% , the proposed maximum period of time that the tax is to be levied for 5 years, and the proposed allocation and distribution of the tax among the eligible political subdivisions; and

WHEREAS, the Special Taxing District that is conterminous with White County is eligible to impose a FLOST pursuant to O.C.G.A. § 48-8-109.31(d)(1)(A) because the governing authority of the county whose geographical boundary is conterminous with that of the special district and the governing authority or authorities of all municipalities that levy an ad valorem tax on property have in effect for the 2025 taxable year a base year value or adjusted base year value homestead exemption.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Helen, Georgia as follows:

SECTION 1.

The attached intergovernmental agreement addressing the disbursement of FLOST proceeds among White County, the Municipality of Cleveland, and the Municipality of Helen and other related matters is hereby approved.

SECTION 2.

The Mayor of the City of Helen, Georgia is authorized to execute the intergovernmental agreement on behalf of the City of Helen, Georgia and affix the seal of the City thereto.

SECTION 3.

All resolutions, or parts of resolutions, in conflict herewith are repealed.

This the 17th day of June, 2025.

CITY OF HELEN, GEORGIA (SEAL)

By: _____
Cliff Hood, Mayor

ATTEST: _____
Clerk

June 5, 2025

Mr. Darrell Westmoreland
City Manager
City of Helen
P.O. Box 280
Helen, Georgia 30545-0280

**RE: Water and Wastewater Capacity Analysis and Groundwater Supply
Recommendations for Proposed Cabin Development**

Dear Darrell,

I am writing to formally summarize, in this letter, the previous correspondence shared via email between Mr. Carl Free and myself regarding groundwater supply recommendations related to the proposed development of forty-eight (48) four-bedroom cabins.

As of today, the City's total water supply capacity is 0.700 MGD, comprised of 0.400 MGD from municipal wells and 0.300 MGD from the White County Water Authority. With the addition of the new well—currently pending EPD approval—this capacity is expected to increase to approximately 0.750 MGD.

Average daily water demand through 2034 is projected to reach 0.369 MGD, with peak daily demands approaching 0.650 MGD. On the wastewater side, the City has a permitted treatment capacity of 0.500 MGD. Current average flows are approximately 0.275 MGD, with peak flows reaching 0.350 MGD.

The proposed development of 48 four-bedroom, four-bathroom cabins is estimated to generate an average daily flow of 23,000 to 25,000 GPD (0.023 to 0.025 MGD). Peak day demands could exceed 90,000 GPD, depending on occupancy rates and seasonal usage patterns.

Based on these calculations, the City appears to have adequate water and wastewater capacity to support the development from an average daily flow standpoint, should it elect to permit the connection. However, as we have previously discussed, the elevated peak demands during the summer and fall remain a critical concern. These high-use periods may place stress on the system, particularly without additional groundwater supply or storage capacity in place.

Given these conditions, I recommend the City consider phasing the proposed development until additional groundwater sources are secured. This approach would provide a buffer against unforeseen peak usage and improve system reliability. As reflected in the previously shared flow forecast, peak demands are inherently variable and difficult to predict—making it all the more important to secure supplemental sources now rather than reactively.

In addition, I suggest incorporating language into a development agreement requiring the developer to allow groundwater exploration activities on their property. This would provide the City with valuable opportunities to locate and secure future water sources without pursuing

Propose Cabin Development

June 5, 2025

Page | 2

offsite acquisitions. As discussed during the most recent Commission meeting in May, the developer appeared amenable to such an arrangement, and we believe that incorporating exploratory well sites into designated green space or other easily transferable areas would provide a clear path for conveyance to the City if productive sources are identified.

It is my understanding that moving forward with groundwater exploration represents the next logical and prudent step. As you are aware, we previously submitted a proposal to perform this service. Please let me know if the City wishes to revisit that proposal or if additional information is needed.

Should you have any questions or wish to discuss this matter further, please don't hesitate to reach out.

Sincerely,

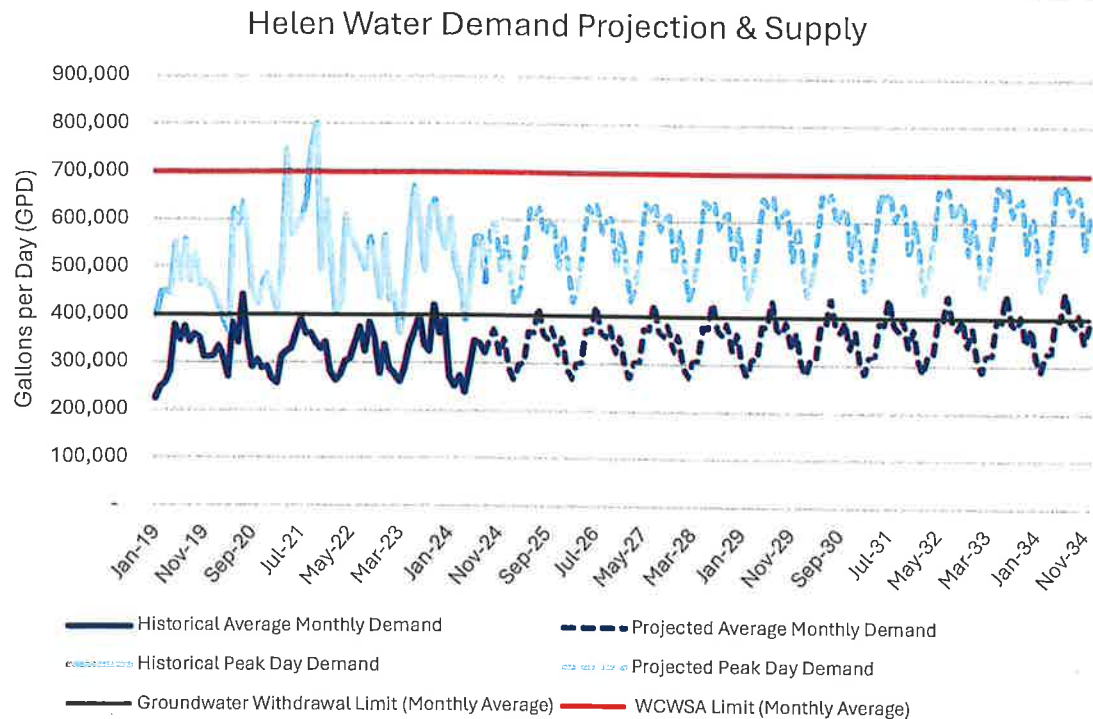
A handwritten signature in blue ink, appearing to read "F. Holliday", is written over a faint, circular official stamp.

Fletcher Holliday
President

C: Mr. Carl Free, City Attorney

City of Helen Water Demand Projection & Capacity

The Helen water demand projection has been updated to the August 2024 operating reports. Ten months were added from the previous projection located in the January 2024 Rate Study provided to the City. The projection is on trend and is relatively the same.



Year	Historical Daily Demand – Yearly Average (MGD)	Projected Daily Demand – Yearly Average (MGD)
2019	0.317	
2020	0.329	
2021	0.333	
2022	0.320	
2023	0.338	
2024		0.338
2025		0.341
2026		0.345
2027		0.348
2028		0.352
2029		0.355
2030		0.358
2031		0.362
2032		0.365
2033		0.369

Capacity

Groundwater withdrawal permit:	0.400 MGD
WCWSA Purchase Agreement Limit:	0.300 MGD
Total Available Water (Monthly Average):	0.700 MGD
Average Maximum Groundwater Production from Last 12 Months – Peak Days:	0.407 MGD
Maximum Purchase from WCWSA in Single Day from Last 12 Months:	0.240 MGD

The average monthly demand is beginning to surpass 0.4 MGD in the peak summer months, which is leading to more water purchases from the White County Water-Sewer Authority (WCWSA). Between the wells and WCWSA, there should be enough capacity to meet the base water demands over the next 10 years.

This is based on historical water consumption over the last 5 years. Seasonal variation is based on average monthly index values as well as maximum consumption days (peak) of each month. This projection is a representation of averages. Meaning that peak day demands may be more or less extreme than predicted (see 2021 peak day demands).

The capacity limits – both the groundwater withdrawal permit and the WCWSA purchase agreement – are average monthly consumption values. Meaning that only the projected average monthly demand is required to be within these bounds. An isolated peak demand day may exceed the limits represented on the graph, and the monthly average may still be within the constraints of the permit and agreement. However, as peak days continue to increase in frequency and magnitude, this will eventually strain system operations.

Since the historical maximum daily withdrawal from groundwater wells is similar to the permitted allowance, the maximum well capacity may or may not be able to meet demands that surpass the monthly average allowance. Repeated peak day exceedance may result in supply risk and aquifer stress. This would result in longer recovery times and risking water shortages. Furthermore, the peak purchase days from WCWSA have been about 0.220 MGD. Since limited information is known of WCWSA's water supply, WCWSA may or may not be able to supply more than the average monthly limit in one day. Higher purchases may also result in higher rate tiers and greater costs for the Helen water system. Because of these two factors, it is recommended for the City to begin planning for increased capacity prior to the peak day demands surpassing the average monthly limitations. This will ensure adequate supply to all customers with appropriate service delivery pressure and will help to avoid unforeseen costs.

GROUND-WATER SERVICES, INC.

Exploration and Development
3842 Crestmore Drive
Kennesaw, GA 30144
770-364-8442

www.groundwaterrock.com
[email:support@groundwaterrock.com](mailto:support@groundwaterrock.com)

May 22, 2025

Page 1 of 3

Mr. Fletcher Holliday
President
Engineering Management, Inc.
303 Swanson Drive
Lawrenceville, GA 30043

CONFIDENTIAL

Subject: Proposal For Geophysical Surveys
To Locate Well Drilling Sites; City of Helen, GA
Overlook Preserve

Dear Mr. Holliday:

Per your request, I have prepared this proposal to provide exploration geophysical surveys for well site selections for the City of Helen in the Overlook Preserve development. I understand that the wells will be for public drinking water. The survey area will be the designated green spaces as we discussed.

The general area of the properties is underlain with rock termed Metagraywacke / Mica Schist (Geologic Map of Georgia, 1976).

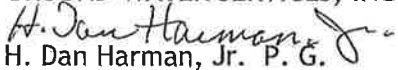
The geophysical techniques I utilize can locate the position, depth and character of the fractures within the rock. Geophysical surveys provide subsurface information over a wide area and guide the drilling program. Information about geophysical techniques and ground water can be found on our web page www.groundwaterrock.com.

First, I propose to conduct electrical resistivity (ER) profiles in the green space areas which meet the Well Head Protection requirements. The profiles are a screening technique to determine which smaller areas are favorable for ground water and which areas are not. A map showing the profile stations and values obtained will be prepared with recommendations for further investigation. Values less than 5,000 ohm-feet are favorable; values greater than 5,000 are typically not favorable, but there are exceptions to this general guideline. Exceptions are deep (>600 feet) single fractures, which can yield high rates of flow to wells.

The not-to-exceed cost of the surveys and reports is \$9,000.00. You may terminate the work at any time paying only for the services rendered prior to the termination. Services will be performed according to our Mission Statement, which is on our web page. I am committed to praying for and providing knowledge and truth from the Holy Spirit for the faithful investment in the wells, and God willing, through His Son Jesus Christ, a blessing for Helen.

PAYMENTS ARE DUE WITHIN 30 DAYS UPON RECEIPT OF THE REPORTS AND INVOICES. YOUR ATTENTION TO THIS REQUIREMENT WILL BE GREATLY APPRECIATED. If you are in agreement with the above services, costs and payment terms, please provide a purchase order or sign a copy of this acceptance letter and return a copy to me.

This proposal is intended for the sole use of EMI and the City of Helen. This proposal shall not be copied or the described techniques conveyed to outside parties without written permission of Ground-Water Services, Inc.

Sincerely,
GROUND-WATER SERVICES, INC.

H. Dan Harman, Jr. P. G.
Senior Hydrogeologist and President

Accepted: _____
(Authorized Signature)

Printed Name: _____

**AFFIDAVIT FOR CLOSED MEETING OF
THE CITY OF HELEN, GEORGIA
PURSUANT TO O.C.G.A. §50-14-4(b)**

Personally appeared before the undersigned officer duly authorized by law to administer oaths, Cliff Hood, who after being duly sworn, deposes and says as follows:

1. That the undersigned presided over a meeting closed to the public pursuant to the laws of the State of Georgia.
2. That said meetings was conducted on the 17 day of June, 2025,
3. at 10:00 o'clock a.m. at City Managers Office, City of Helen, Georgia.
4. That the specific relevant exception(s) are checked below:

- ☒ A. To discuss the future acquisition of real estate; O.C.G.A. §50-14-3(4).
- ☒ B. To discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action, or periodic evaluation or rating of a public officer or employee; O.C.G.A. §50-14-3(6).
- ☒ C. To consult or meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the City or an officer or employee or in which the officer or employee may be directly involved; O.C.G.A. §50-14-2 and O.C.G.A. §50-18-72(e).
- ☐ D. Staff meeting held for investigative purposes under duties or responsibilities imposed by law; §50-14-3(1).

5. That this affidavit is made pursuant to O.C.G.A. §50-14-4(B) and is intended to comply with the provisions of said statute,

Sworn to and subscribed
before me this 17th of
June 2025

Marilyn Chastain
Notary Public
My Commission Expires



[Signature]
Affiant

Title: Mayor
Presiding