

HAINES BOROUGH MEMORANDUM

DATE: November 23, 2004
TO: HAINES BOROUGH ASSEMBLY
FROM: Robert Venables
RE: ACTING BOROUGH MANAGER'S REPORT

Alaska Municipal League

This conference was an excellent venue for information gathering and networking. I joined the **municipal manager's conference** and was able to make important contacts for future reference (such as Nome's manager who is building a new harbor). The **Sirolli** presentation was refreshing and encouraging to those tired of the failures of a top-down management scheme. He believes that success comes from community-based development of individuals and businesses - those "passionate individuals who are willing to invest themselves in community and development projects." I was also able to meet with financial managers in both the private and public sector that could be of help to the borough. We had a meeting with **Piper-Jaffray** managing director, Paul Jarvis, who handles some of the borough's investments, and I met with bond counsel representatives from **George K. Baum Co.** who are interested in assisting the borough should the school bond issue move forward. I also discussed the availability of **AGFOA's mentoring program** for municipal finance personnel.

Finance Department

We are making progress in getting current on projects that have fallen behind in recent months. Jila has uploaded the budget into Fundware (**budget books** available tonight). She is also finalizing details of the **2004 audit**. I will be meeting with department heads tomorrow to give them their first look at **actual budget expenditures** this fiscal year. Next we tackle grant files. We did receive notice of the **\$125,000 legislative grant** for the **restrooms** at the P.C. dock - a project long in the making. This project will **need committee work** and public input as this facility will be beneficial to visitors and locals alike.

(cont.)

Personnel Issues

Dave Menaker resigned his position at the Chilkat Center. Russ Murray was hired temporarily while the job description is being re-written and advertised. My plan is to create a **"facility maintenance"** position that will be in the public works department but will allocate the wages (by work order) to the venue worked (Chilkat Center, harbors etc.). This will **cut down** on the number of **overtime hours** work in various departments and allow the borough to have a cross-trained employee looking after our facility maintenance needs.

Boat Harbor

Department of Transportation personnel visited Haines last week as part of a **harbor facility assessment** and to update the boat harbor expansion project. The State would like to transfer the local harbors (small boat harbor, Letnikof and Excursion) to the Borough. There may be an opportunity to have a **sizable fiscal note** attached (if accepted) that could be used toward the boat harbor expansion and any emergency repairs needed in the interim. Congress adjourned Saturday without passing WRDA. They will try again when they reconvene in the next session. Haines Harbor did receive **\$218,000** for the Corps to continue PED work.

Planning Commission

The planning commission is **recommending** the retention of **Sheinberg and Associates** to update the ACMF program. I would ask the Assembly's concurrence and authorization to negotiate a contract for their services. Staff has located **potential grants** that would further upgrade our lands program. That proposal will be considered by the planning commission next month and then brought before you with their recommendation for consideration.

Chilkat Center

No individuals responded to the administrative assistant job advertisement for the Chilkat Center. However, we did receive a **proposal from Lynn Canal Broadcasting** to perform those services in lieu of rent paid for KHNS. This is an attractive proposition that has received the endorsement of the Chilkat Center Advisory Board. I have attached a copy of their proposal for your consideration and would ask that it be **referred to committee** for further review and refinement.

Assignment of Lease

The Tlingit-Haida Regional Electrical Authority (THREA) has a 35 year lease on property at the Klehini Valley Volunteer Fire Department at 27 mile. They have reorganized as the Inside Passage Electric Cooperative, Inc. (IPEC) and are requesting that the **Borough formally consent to assigning the lease from THREA to IPEC**. If there is no objection, we will proceed.