

MANAGER'S REPORT

April 14-20 -- [National Telecommunication Week](#) (Thin Gold Line)

April 7 - 13 – [National Library Week](#)

DATE: April 5, 2024
TO: Mayor and Borough Assembly
FROM: Annette Kreitzer, Borough Manager

Assembly Follow-up:

- 1) Work with the Friends of Mosquito Lake School & Community Center/Four Winds Resource Center to produce a new MOU for administration of the Borough facility known as the Mosquito Lake School. – *I have included funding in the budget amendment on the February 13 Assembly agenda to plow the Mosquito Lake facility to ensure access for school bus turnaround, garbage collection, and fuel delivery.* **No update.**
- 2) Porcupine Trail FEMA Appeal: **No update.** Submitted on time to State DMVA – DMVA has until May 3 to confer with the Borough and submit to FEMA.

Administration

HUMAN RESOURCES:

- Public Facilities Director position – **UPDATE:** If candidate agrees, expect to see contract on April 23 agenda.
- We are recruiting for a Planning & Zoning Technician II, the Assembly approved funding for previously. **NO UPDATE.**
- Police Chief position –**UPDATE:** Additional issues identified, still negotiating. I am hopeful to conclude negotiations with Sgt. Dryden for the position before the **April 23** Assembly meeting.
- IT support for the Library and potentially some position restructuring – this is still a work in progress. **NO UPDATE.**
- Fire Chief position – Working on preliminary information for the Operational Audit-Fire Department Strategic Planning project. Prior to submission of the information, we'll request a meeting with the Public Safety Advisory Board. **NO UPDATE..**
- Harbor and Tourism Seasonal positions **are being advertised and some hiring paperwork accomplished.**
- Executive Assistant to Manager, **being advertised.**
- Starting to advertise for an expected opening in Dispatch, due to a likely retirement. **NO UPDATE.**

MANAGER MEETINGS:

Multiple meetings with CFO to finish budget March 27-April 1; With Harbormaster and Library Director, work on additional information requested

for federal appropriations requests; Meet with CIA/Harriet Brouillette and Zach Wentzel re: Port Development Fee; Meeting regarding status of EOC; Roy Getchell re: school district budget; Participate in School District Strategic Planning Interview; 3/30/24 (Saturday) in office – budget preparation (8:30 am - 2 pm). Regular meeting with Deputy Mayor; 4/3/24 GAS Committee 4/2/24; Weekly phone conference re: Jenae’s Playground project.

UPCOMING PUBLIC EVENTS/MEETINGS:

April 11: 6:30 pm Planning Commission
April 16: 5:30 pm Commerce Committee
April 23: 5:30 pm Personnel Committee
April 23: 6:30 pm Borough Assembly

COMPREHENSIVE PLAN:

- Check the link above (COMPREHENSIVE PLAN) for the most current schedule and meetings.
- The deadline for comments is extended to **April 26** as the appendices will be out soon and it’s anticipated that there will be additional comments related to that launch. Use the link above to get information on how to submit your comments.

MAJOR PROJECT ISSUES:

- Lutak Dock- Solstice continues to work on the draft Environmental Assessment (EA) for the Assembly’s review in Executive Session. As soon as it is available, we’ll schedule the session. We are awaiting MARAD’s decision on whether or how the “LCC concept” will be included in the EA. As a reminder, the draft EA belongs to MARAD, not the Borough.
- Porcupine Road/potential appeal of FEMA Determination Memo: The appeal was timely filed on March 4. The State has 60 days to respond to us (MAY 3) before the appeal would be sent to FEMA (*the State may not use all 60 days to respond to the Borough*). FEMA has 90 days to respond to an appeal. **NO UPDATE.**

LEGISLATIVE ISSUES:

In accordance with the Federal Priorities and CAPSIS lists adopted by the Assembly, we are requesting additional federal funds for the Haines Community Safety and Training Center (HCSTC) project in the FY25 budget, as well as funds to finish the Small Boat Harbor project, and Library expansion.

With our State lobbyist, Reid Harris, we are seeking matching funds for the HCSTC (\$1.65M). There are a number of bills that we are tracking.

LEGAL ISSUES:

- Mobile homes and exemption from property tax
- Clarification of a timing issue with a CUP
- Personnel issue

DEPARTMENT REPORTS

Lands/Assessment/Permitting

- We are working through the transition of the Planner position.

PROPERTY ASSESSMENTS

- The Clerk's Office sent MARS property cards to all 1,315 residential property owners in the Haines Borough to provide them with the assumptions the Haines Borough is using to create their property assessments.
- Staff met with our GIS and MARS contractors to identify issues and a path to putting more MARS data on the Borough website.

Finance

- Working on FY25 budget presentations for upcoming hearings.

Library

- Director Reba Heaton informed us that she had been called regarding a so-called "First Amendment Audit" where the goal is to film a public official refusing a person with a camera the ability to film in a "public place". This has happened in a number of public places – Post offices, police stations and public libraries. Heaton informed us that the Library has a filming policy and I'll be reviewing it for expansion to all Borough public buildings.

Tourism

- Floating Dock and Port Development Fee continue to be discussed with representatives of Cruise Lines International Association, Chilkoot Indian Association and our attorney.
- All good things must come to an end, the driftwood visitor sign at the Port Chilkoot dock is being replaced. Much like the signage on the Visitor Center, time and weather had not been kind to the sign. The Tourism Advisory Board is reviewing signage for the dock.
- The Tourism Department is beginning discussions about hosting Freeride World Tour again in 2026. This event requires considerable local support. Tourism Director Rebecca Hylton and the dedicated Tourism staff have helped reinvigorate the Bald Eagle Festival, Winterfest and are engaged in helping to support and stabilize existing events.

Grants Administration

- Meeting weekly to address any issues regarding Jenae's Playground project.
- Dalton St. (FEMA) project – I am working on an MOA with the American Legion regarding the paving for the project.
- Used oil shed for Harbor out to bid (opening April 9).
- Working with School District on school locker room door project, almost ready to go to bid.

Police & Fire

- Coffee with a Cop begins at 11 am, Tuesday, April 9 at the Rusty Compass coffee shop.
- Police Officer Max Jusi completed airport interdiction/narcotics training at the State Crime Lab.
- Interim Chief Dryden is coordinating verbal de-escalation training for officers, some Borough staff and agencies which have expressed interest (SAIL).
- I met recently with our staff and State DOT/PF Superintendent Matt Boron regarding trash dumping near Picture Point. The initial response (in addition to the Mayor's references on KHNS radio) is to post a no littering sign, followed by camera surveillance of the area. It's a difficult area to clean due to the steepness of where trash is being dumped, therefore it's important to identify those who are responsible for it and who are costing others time, money and effort to clean up the mess.



Signage at illegal dumping site off Lutak Rd.

Ports & Harbors

- We are actively advertising for the Assistant Harbormaster position, and filling seasonal positions.
- Ports & Harbors Committee continues to focus on the Letnikof Dock replacement project and on a concept to move forward.
- Preparing drawings for PC Dock Anode Replacement project, which otherwise is ready to go out to bid.

Library

- During National Library Week (April 8-12) – patrons can have their library card replaced if it has become worn. School-aged patrons' fines will be forgiven during this week if the items are returned during the week.