



# ASSEMBLY REORGANIZATION MEETING 2024-24 AGENDA

October 21, 2024 at 7:00 PM

Assembly Chambers/Zoom Webinar

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<https://juneau.zoom.us/j/91515424903> or 1-253-215-8782 Webinar ID: 915 1542 4903

Submitted By:

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Robert Barr, Deputy City Manager

**A. FLAG SALUTE**

**B. LAND ACKNOWLEDGEMENT**

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

**C. SPECIAL ORDERS OF BUSINESS**

**1. Recognition of Douglas Indian Village Burning**

**2. ASSEMBLY REORGANIZATION**

Recognition of Outgoing Assemblymembers

Assemblymember 'Waahlaal Gidaag (Barbara Blake)

Deputy Mayor Michelle Hale

Swearing in of New Assemblymembers

**ROLL CALL**

Election of Deputy Mayor

Seat Reorganization

**3. PROCLAMATION - In Support of Establishing White Cane Awareness Day**

**D. APPROVAL OF MINUTES**

**4. April 29, 2024 Regular Assembly Meeting 2024-09 Draft Minutes**

**5. May 13, 2024 Regular Assembly Meeting 2024-10 Draft Minutes**

**E. MANAGER'S REQUEST FOR AGENDA CHANGES**

**F. NEW BUSINESS**

**6. Flood Mitigation and Site Preparation Update**

**7. Resolution 3073 A Resolution of the City and Borough of Juneau Extending the Local Emergency Declaration in Response to the August 2024 Glacier Outburst Flood and a Request for State and Federal Assistance.**

On August 6, 2024, the Assembly adopted Resolution 3071, a local emergency declaration issued in response to the glacier outburst flood. Due to the ongoing local emergency and the need for the City to access State and Federal resources to respond, Resolution 3073 is an extension of the local emergency declaration for a period of 180 days.

**The City Manager recommends the Assembly adopt this Resolution.**

**8. Emergency Resolution 3076 An Emergency Appropriation Resolution Appropriating up to \$2,000,000 for Flood Levee Barriers; Funding Provided by Restricted Budget Reserves.**

This emergency resolution would appropriate \$2,000,000 from the Restricted Budget Reserve for the installation of flood levee barriers. In response to glacial lake outburst flooding caused by the sudden release of water from Suicide Basin, the Assembly adopted Ordinance 2024-34 on October 3, 2024, entering the CBJ into a cooperative agreement with the Army Corps of Engineers for advanced flood mitigation efforts. This funding would contribute toward the first phase of installation of HESCO barriers along approximately four miles of the Mendenhall River to aid in the mitigation of future glacial outburst floods.

Funding for this request is needed as soon as possible to authorize CBJ to incur expenses associated with this work in order to give the community the best chance at having this work complete before the next glacial lake outburst flood. For this reason, this is an emergency resolution.

**The City Manager recommends the Assembly adopt this emergency resolution.**

**G. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** *(Limited to no more than 20 minutes, with each speaker limited to a length of time set by the Mayor not to exceed three minutes.)*

**H. CONSENT AGENDA**

**Public Request for Consent Agenda Changes, Other than Ordinances for Introduction**

**Assembly Request for Consent Agenda Changes**

**Assembly Action**

**I. Ordinances for Introduction**

**9. Ordinance 2023-14(b)(AS): An Ordinance Appropriating \$985,000 to the Manager for the City and Borough of Juneau's Fiscal Year 2024 Operating Costs; Funding Provided by Airport Funds and Eaglecrest Funds.**

This housekeeping ordinance appropriates \$985,000 for the City and Borough of Juneau's FY2024 operating costs. The following departments require supplemental budget authority in FY2024:

**Airport:** this ordinance appropriates \$950,000 of Airport funds for the leasing of an Aircraft Rescue and Fire Fighting (ARFF) truck from the City of Palmer, repairs to wash bay door and heating/cooling systems at the airport, the removal and replacement of an underground storage tank, and surveying and upgrading of new areas to use as leasable property on the airfield. These unbudgeted expenses were approved by the Airport Board to spend down remaining Federal CARES funding that was set to expire in April 2024.

**Eaglecrest:** Eaglecrest has historically maintained an inventory reserve as a component of fund balance. Inventory observations determined the majority of the inventory was obsolete, and upon auditor recommendation, was fully written off (expensed) in FY24. The complete inventory write-off balance was \$253,000, however, Eaglecrest is lapsing enough operating authority in FY24 that they only require a supplemental appropriation of \$35,000. This inventory write off reduces Eaglecrest's inventory reserve to \$0 and does not impact their available fund balance.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next Assembly meeting.**

10. **Ordinance 2024-01(b)(O): An Ordinance Appropriating \$86,000 to the Manager for the Safe Streets for All (SS4A) Capital Improvement Project; Grant Funding Provided by the U.S. Department of Transportation, Federal Highway Administration.**

CBJ has been awarded an \$86,000 Safe Streets for All (SS4A) grant from the Federal Highway Administration. The SS4A grant's goal is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries. This funding would be used to conduct supplemental planning activities in the Lemon Creek area to enhance the road safety audit and comprehensive safety action plan that is currently under development. A local match requirement of \$21,500 will be provided by previously appropriated funds in the Lemon Creek Multi Modal CIP.

The Public Works and Facilities Committee reviewed this request at the December 18, 2023 meeting.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next Assembly meeting.**

11. **Ordinance 2024-01(b)(P): An Ordinance Appropriating up to \$500,000 to the Manager as a Grant to Gastineau Human Services for Expanding Residential Substance Use Disorder Beds; Funding Provided by General Funds.**

This ordinance would appropriate up to \$500,000 of general funds as a grant to Gastineau Human Services (GHS) for expanding residential substance use disorder beds. These expanded services, anticipated to go into effect on January 6, 2025, are part of a plan to transition 3.1 level of care from Bartlett Regional Hospital's Rainforest Recovery Center (RRC) that closed on September 24, 2024 due to operational financial deficits. This one-time funding is intended to assist GHS with initial startup costs associated with transition of care from RRC.

The Assembly Finance Committee reviewed this request at the September 18, 2024 meeting.

**The City Manager recommends this ordinance be introduced and referred to the Assembly Finance Committee.**

12. **Ordinance 2024-01(b)(Q): An Ordinance Deappropriating \$1,000,000 of General Funds and Appropriating \$1,000,000 of Restricted Budget Reserves as Local Matching Funds for a United States Army Corps of Engineers Glacier Outburst Flooding General Investigation Study.**

This ordinance would deappropriate \$1,000,000 of general funds previously appropriated under Ordinance 2024-01(b)(M) and appropriate \$1,000,000 from the Restricted Budget Reserve to be used as matching funds for the United States Army Corps of Engineers glacier outburst flooding general investigation study.

The Assembly Finance Committee reviewed this request at the September 18, 2024 meeting.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next Assembly meeting.**

13. **Ordinance 2024-01(b)(R): An Ordinance Appropriating \$50,000 to the Manager for Maintenance of the Arboretum Manager's Residence; Funding Provided by Jensen-Olson Arboretum Endowment Funds.**

This ordinance would appropriate \$50,000 of unrestricted funds from the Jensen-Olson Arboretum Endowment Fund for maintenance of the manager's residence at the Arboretum. The building's paint is peeling significantly, which has exposed original wood and will soon compromise the structure. Painting is required to protect the integrity of the building.

The use of these unrestricted funds is permitted by the 1993 Administrative Agreement Concerning Jensen-Olson Arboretum which allows the use of endowment funds as financial support for the property. \$30,394 of unrestricted funds will remain in the Jensen-Olson Arboretum Endowment Fund upon appropriation of this ordinance.

The Parks & Recreation Advisory Committee reviewed this request at the October 1, 2024 meeting.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next Assembly meeting.**

14. **Ordinance 2024-01(b)(S): An Ordinance Appropriating \$2,000,000 to the Public Safety Communication Infrastructure Capital Improvement Project; Grant Funding Provided by the United States Department of Justice, Office of Community Oriented Policing Services.**

The Juneau Police Department (JPD) has been awarded \$2,000,000 in congressionally directed spending from the United States Department of Justice, Office of Community Oriented Policing Services (COPS). The COPS Office Technology and Equipment Program provides funding to increase the community policing capacity and crime prevention efforts of law enforcement agencies. This funding would contribute to the CBJ's public safety communication infrastructure updates. Total project cost is estimated to be approximately \$24.4 million. Previously appropriated funds and voter-approved bonds will also contribute to the costs of the project. There is no local match requirement for this grant.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next Assembly meeting.**

15. **Ordinance 2024-35: An Ordinance Authorizing the Manager to Lease a 400 Square Foot Portion of Land Near Crazy Horse Drive to the Federal Aviation Administration for the Purpose of Continued Placement of Weather Monitoring Equipment.**

In 2004, the Assembly authorized a 400 square foot lease located at the end of Crazy Horse Drive to the FAA for the purposes of installing and maintaining a Low-Level Windshear Alert System to provide weather advisories to pilots and the airport. Resolution 2248, signed in 2004 authorized a term of 20 years and now this lease is set to expire on November 30th. This lease was authorized at no cost to the FAA. This tower continues to be an important part of the airport Low-Level Windshear Alert System and the FAA is requesting to extend this lease. The Lands, Housing and Economic Development Committee recommended approval of the proposed lease at its meeting on November 2, 2023.

**The City Manager recommends this ordinance be introduced and set for public hearing at the next regular Assembly meeting.**

**J. Resolutions**

16. **Resolution 3075: A Resolution Deappropriating \$2,000,000 from the University of Alaska Southeast Fisheries Land Terminal Capital Improvement Project; Funding was Provided by General Funds.**

FY22 Ordinance 2021-08(b)(am)(P) appropriated \$2,000,000 to the University of Alaska Southeast (UAS) Fisheries Land Terminal Capital Improvement Project. General funds were appropriated to contribute toward the purchase of 35,000 square feet of uplands and two acres of tidelands from UAS to eliminate ongoing expenses accrued by leasing the land to the Harbors Enterprise. UAS is no longer considering the sale of the property in the immediate future and will continue to lease the land to Harbors. This resolution would deappropriate funds back to the General Fund.

The Assembly Finance Committee reviewed this request on September 18, 2024.

The City Manager recommends the Assembly adopt this resolution.

**K. Transfers**

**17. Transfer Request T-2504 A Transfer of \$250,000 from CIP H51-129 Taku Harbor Improvements to CIP H51-130 Wayside Park Float Dredging.**

This request would transfer \$250,000 from the Taku Harbor Improvements CIP to the Wayside Park Float Dredging CIP. The lowest bid for the dredging exceeds the current available amount in the project, and this transfer would provide the remaining funds to award the lowest bid. The Taku Harbor Improvements CIP will have 75% of construction federally funded. Any remaining funds in the Wayside Park Float Dredging CIP will be returned to the Taku Harbor Improvements CIP once dredging is completed in early 2025.

This transfer of project funding is consistent with the intent of the 2022 1% Sales Tax initiative approved by voters in the October 4, 2022 municipal election.

The Docks and Harbors Board reviewed this request at the October 15, 2024 meeting.

**The City Manager recommends approval of this transfer.**

**L. Bid Awards**

**18. Bid No. DH 25-006 Wayside Park Float Dredging.**

Bids were opened on the subject project on October 8th, 2024. This project, funded with 2022 1% Sale Tax proceeds, would dredge 5500 CY of material under the CBJ owned Wayside Park Float. The following bids were received:

| <b>RESPONSIVE BIDDERS</b>      | <b>TOTAL BID</b> |
|--------------------------------|------------------|
| Rock-N-Road Construction, Inc. | \$797,000        |
| Duwamish Services, LLC         | \$1,174,900      |
| Engineer's Estimate            | \$750,000        |

The Protest period ended October 15th. The Docks & Harbors Board reviewed these bids at a Special Board meeting on October 15th and recommends award to Rock-N-Road Construction, Inc.

**The City Manager recommends award to Rock-N-Road Construction, on the basis of having the lowest responsive and responsible bid in the total amount of \$797,000.**

**M. Liquor/Marijuana Licenses**

**19. Liquor & Marijuana License Actions**

These liquor and marijuana license actions are before the Assembly to either protest or waive its right to protest the license actions.

**Liquor License – RENEWAL**

**Licensee: Catapult, Inc. d/b/a Flight Deck**

License Type: Restaurant/Eating Place, Liquor License: #3733 Location: #2 Marine Way, Suite 106

**Licensee: Alaskan Brewing LLC, d/b/a Alaskan Brewing Co.**

License Type: Breweryh Manufacturer, Liquor License: #2534 Location: 5429 Shaune Drive, Juneau

**Licensee: Alaskan Brewing LLC, d/b/a Alaskan Distilling Co.**

License Type: Distillery Manufacturer, Liquor License: #5901 Location: 5366 Commercial Blvd., Juneau

**Licensee: Alaskan Brewing LLC, d/b/a Alaskan Distilling Co.**

License Type: Distillery Manufacturer, Liquor License: #5905 Location: 5433 Shaune Drive, Juneau

**Marijuana License - Renewal**

**Licensee: Treadwell Herb Co. LLC, d/b/a Treadwell Herb Co. LLC**

License Type: Retail Marijuana Store, License: #33270, Location: 824 Front St., Douglas

**Marijuana License - Renewal & Transfer of Controlling Interest**

**Licensee: The Fireweed Factory LLC, d/b/a The Fireweed Factory LLC**

License Type: Standard Marijuana Cultivation, License: #10266, Location: 8415 Airport Blvd. Space B, Juneau

**Licensee: The Fireweed Factory LLC, d/b/a The Fireweed Factory LLC**

License Type: Retail Marijuana Store, License: #10800, Location: 237 Front St., Juneau

Staff from Police, Finance, Fire, Public Works (Utilities) and Community Development Departments reviewed the above licenses and recommended the Assembly waive its right to protest these applications. Copies of the documents associated with these licenses are available in hardcopy upon request to the Clerk's Office.

**The City Manager recommends the Assembly waive its right to protest the above-listed liquor and marijuana license actions.**

**N. City/State Project Review**

20. **CSP 2024-002 State Project Review to replace the Mendenhall Loop Road-Valley Boulevard-Mendenhall Boulevard signalized intersection with a single lane roundabout.**

This item was heard at the Planning Commission meeting held on September 24, 2024. The [Notice of Decision](#) dated October 1, 2024 and associated staff report and supporting documentation are [linked here](#) and included in the Planning Commission packet. Effective Date: The permit is effective upon approval by the Commission, September 24, 2024. ***This decision is final 90 days from the date the application was received, or October 24, 2024, unless modified or disapproved by the Assembly.***

**The City Manager recommends the Assembly concur with the Planning Commission's decision in this matter.**

**O. PUBLIC HEARING**

21. **Ordinance 2023-14(b)(AR): An Ordinance Appropriating \$2,809,082 to the Manager to Fund the City and Borough of Juneau and Bartlett Regional Hospital's Fiscal Year 2024 Public Employees' Retirement System (PERS) Contribution; Funding Provided by the Alaska Department of Administration.**

This ordinance would appropriate \$2,809,082 for the State of Alaska's FY2024 3.10% PERS benefit rate paid on-behalf of the CBJ and BRH, distributed as follows:

Bartlett Regional Hospital      \$1,483,217

City & Borough of Juneau      \$1,325,865

Funding is provided by the Alaska Department of Administration, authorized by passage of HB39 during the 2024 legislative session.

This is a housekeeping ordinance to properly account for these on-behalf contributions to the state-managed retirement fund and has no impact on the CBJ or BRH's finances.

The Systemic Racism Review Committee reviewed this ordinance at its September 17, 2024 meeting.

**The City Manager recommends the Assembly hold public testimony and adopt this ordinance.**

**22. Ordinance 2024-01(b)(G): An Ordinance Appropriating \$200,000 to the Manager for Bartlett Regional Hospital's Home Health and Hospice Services; Funding Provided by General Funds.**

This ordinance would appropriate \$200,000 for home health and hospice services provided by Bartlett Regional Hospital (BRH). This funding will contribute to these programs' operational deficits in the current fiscal year and ensure BRH can continue providing these services through June 30, 2025. The total anticipated current fiscal year operational deficit totals approximately \$386,000, which will be funded by \$200,000 of general funds and \$186,000 of hospital funds. The BRH funding portion was already appropriated in their FY25 budget.

The Assembly Finance Committee reviewed this request at the September 4, 2024 meeting. The Bartlett Regional Hospital Board of Directors reviewed this request at the June 25, 2024 and July 23, 2024 meetings. The Systemic Racism Review Committee reviewed this ordinance at its September 17, 2024 meeting.

**The City Manager recommends the Assembly hold public testimony and adopt this ordinance.**

**23. Ordinance 2024-01(b)(H): An Ordinance Appropriating \$240,000 to the Manager for the Transit Fare Technology Capital Improvement Project; Grant Funding Provided by the Alaska Department of Transportation and Public Facilities.**

This ordinance would appropriate \$240,000 to the Transit Fare Technology CIP. The funds would be used for the purchase and installation of Automated Passenger Counters (APCs). The APCs will improve the accuracy of ridership reports, provide detailed data on passenger boarding and alighting locations, and enable data-drive decision-making for route planning and optimization. The local match requirement of \$60,000 will be met through funds transferred in FY25 Transfer Request T-2503 from the Electronic Fare Boxes CIP. This project's work has been abandoned with minimal costs incurred, and the project is ready to be closed.

The Public Works and Facilities Committee reviewed this at the August 05, 2024 meeting. The Systemic Racism Review Committee reviewed this ordinance at its September 17, 2024 meeting.

**The City Manager recommends the Assembly hold public testimony and adopt this ordinance.**

**24. Ordinance 2024-01(b)(I): An Ordinance Appropriating \$8,900,000 to the Manager for the Bartlett Regional Hospital Emergency Department Addition Capital Improvement Project; Funding Provided by Hospital Funds.**

This ordinance would appropriate \$8.9 million of hospital funds for the Emergency Department Addition Capital Improvement Project. This appropriation is required to move the project forward to meet the desired spring 2025 construction start date. This funding is considered restricted until a Certificate of Need (CON) is obtained from the Alaska Department of Health, which is a requirement for renovation and new construction projects expected to exceed \$1.5 million. A determination by the Alaska Department of Health on the CON is expected within the next month. Funding is provided by Hospital Funds.

The Hospital Board approved this request at the July 23, 2024 meeting. The Public Works and Facilities Committee reviewed this request at the August 5, 2024 meeting. The Assembly Finance Committee reviewed this request at the September 4, 2024 meeting. The Systemic Racism Review Committee reviewed this ordinance at its September 17, 2024 meeting.

**The City Manager recommends the Assembly hold public testimony and adopt this ordinance.**

25. **Ordinance 2024-01(b)(K): An Ordinance Deappropriating up to \$505,000 of General Funds and Appropriating up to \$505,000 of Restricted Budget Reserves for the August 2024 Glacier Outburst Flood Response.**

This ordinance would deappropriate up to \$505,000 of General funds previously appropriated under Emergency Resolution 3072 and appropriate up to \$505,000 of Restricted Budget Reserve funds for the August 2024 Glacier Outburst Flood Response. The requested change in funding source only applies to the portion of the appropriation under Emergency Resolution 3072 that is considered reimbursable from State or Federal sources, which includes \$150,000 for debris and waste removal and \$355,000 for stormwater system repairs. The Restricted Budget Reserve will be repaid upon reimbursement from State or Federal sources.

The Assembly Finance Committee reviewed this request at the September 4, 2024 meeting. The Systemic Racism Review Committee reviewed this ordinance at its September 17, 2024 meeting.

**The City Manager recommends the Assembly hold public testimony and adopt this ordinance.**

26. **Ordinance 2024-01(b)(L): An Ordinance Appropriating \$938,324 to the Manager for the Planning Phase of the Airport Master Plan Capital Improvement Project; Funding Provided by the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant and Airport Revolving Funds.**

This ordinance would appropriate \$911,897 of Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant funds and \$26,427 in local Airport matching funds to the Airport Master Plan CIP. The remaining required local match of \$34,367 is met with previously appropriated sales tax funds in the Airport Master Plan CIP. This appropriation would provide for plan updates for air traffic, cargo, and passenger data and forecasts; changes to proposed aircraft servicing the airport; and layout plans for future expansion of runway, taxiway, and approach corridors.

The Public Works and Facilities Commission reviewed this at the February 26, 2024 meeting. The Airport Board reviewed this request at the September 12, 2024 meeting. The Systemic Racism Review Committee reviewed this ordinance at its September 17, 2024 meeting.

**The City Manager recommends the Assembly hold public testimony and adopt this ordinance.**

27. **Ordinance 2024-31: An Ordinance Amending the Official Zoning Map of the City and Borough by Rezoning 12400 and 12410 Glacier Highway from D1(T)D3 to D3.**

At the Regular Planning Commission meeting on June 25, 2024, the Commission voted to recommend approval of a rezone of 1.96 acres from D1(T)D3 to D3 on Glacier Highway west of Auke Bay (12400 & 12410 Glacier Highway). This is an expansion of the D3 zoning district directly south across Glacier Highway. Transition zones are intended for higher density development after public water and sewer have been provided in accordance with CBJC 49.70.700(a). These properties have public water, but not public sewer. The Commission determined that the upzone is in character with parcels in the area that are of comparable size and use that are zoned D3. If zoned D3, these properties could not be subdivided under current code (CBJC 49.35.210(b)(3)). However given the D3 dimensional standards, the properties could accommodate two single-family dwelling units.

The Lands, Housing and Economic Development Committee reviewed this ordinance at its meeting on September 9, 2024. The Systemic Racism Review Committee reviewed this ordinance at its September 17, 2024 meeting.

**The City Manager recommends the Assembly hold public testimony and adopt this ordinance.**

**P. CONTINUATION OF NEW BUSINESS**

**28. Hardship and Senior Citizen/Disabled Veteran/Non-Profit Late-Filed Real Property Tax Exemption Applications**

There are 11 property owners that have requested the Assembly authorize the Assessor to consider a late-filed exemption for their property assessment.

The Assembly should consider each request separately and determine whether the property owner was unable to comply with the April 30 filing requirement. A.S. 29.45.030(f); CBJC 69.10.021(d). The burden of proof is upon the property owner to show the inability to file a timely exemption request. If the Assembly decides to accept one or more late-filed exemption requests, those applications will be referred to the Assessor for review and action.

**The City Manager recommends the Assembly act on each of these applications individually.**

**Q. STAFF REPORTS**

**29. Municipal Clerk's 2024 Election Report**

**R. ASSEMBLY REPORTS**

**Mayor's Report**

**Committee Reports**

**Liaison Reports, Assembly Comments & Questions**

**Presiding Officer Reports**

**S. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

**T. EXECUTIVE SESSION**

**30. Executive Session for Airport Board vacancy consideration**

*Suggested Motion: I move that the Assembly enter into Executive Session for the purpose of discussing matters which may tend to prejudice the reputation or character of those persons being discussed, namely a potential appointee to fill the vacant Airport Board seat.*

**31. Executive Session to discuss the City Manager's Evaluation and Compensation**

**Suggested Motion:** *I move that the Assembly enter into Executive Session for the purpose of discussing personnel matters which may tend to prejudice the reputation or character of those persons being discussed, namely City Manager Katie Koester.*

**U. SUPPLEMENTAL MATERIALS**

**32. RED FOLDER Item: Resolution 3077 A Resolution Approving the Alaska Department of Transportation and Public Facilities' Proposed Project, CSP2024 0002, City/State Project and Land Action Review Application for Installation of Roundabout.**

**33. RED FOLDER Item: Proclamation of Apology From the City and Borough of Juneau (re: Recognition of Douglas Indian Village Burning)**

**34. Special Order of Business Slideshow: CBJ Flood Mitigation & Site Preparation Update**

**V. INSTRUCTION FOR PUBLIC PARTICIPATION**

The public may participate in person or via Zoom webinar. Testimony time will be limited by the Mayor based on the number of participants. ***Members of the public that want to provide oral testimony via remote participation must notify the Municipal Clerk prior to 4pm the day of the meeting by calling 907-586-5278 and indicating the topic(s) upon which they wish to testify.*** For in-person participation at the meeting, a sign-up sheet will be made available at the back of the Chambers and advance sign-up is not required. Members of the public are encouraged to send their comments in advance of the meeting to BoroughAssembly@juneau.gov.

**W. ADJOURNMENT**

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.gov.