

**ASSEMBLY AGENDA/MANAGER'S REPORT
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

November 6, 2017 7:00 PM

City Hall Assembly Chambers
Regular Meeting 2017-20

Submitted By:

Duncan Rorie Watt
City and Borough Manager

I. FLAG SALUTE

II. ROLL CALL

III. SPECIAL ORDER OF BUSINESS

A. **Moment of Silence for US Army Chief Warrant Officer 2 Jacob Sims**

IV. APPROVAL OF MINUTES

A. **October 16, 2017 Regular Meeting 2017-19**

V. MANAGER'S REQUEST FOR AGENDA CHANGES

VI. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

VII. CONSENT AGENDA

A. Public Requests for Consent Agenda Changes, Other Than Ordinances for Introduction

B. Assembly Requests for Consent Agenda Changes

C. Assembly Action

1. Ordinances for Introduction

- a. **Ordinance 2017-06(S) An Ordinance Appropriating to the Manager the Sum of \$1,513,730 as Funding for the Replacement of Buses for Capital Transit; Grant Funding Provided by Alaska Department of Transportation and Public Facilities, and by the Equipment Replacement Reserve's Fund Balance.**

This ordinance would appropriate \$1,513,730 for the replacement of three buses and four Care-a-Van vehicles for Capital Transit. Grant funding in

the amount of \$1,210,985 is provided by federal funds through the Alaska Department of Transportation and Public Facilities and the local match requirement of \$302,745 funded from Equipment Replacement Reserve Fund Balance. This funding will replace three 35' New Flyer Buses (model year 2003) purchased in FY03, which have each provided over 13 years of service and over ½ million miles. The funds are from the Federal Transit Administration and come through the State of Alaska Department of Transportation and Public Facilities. The replacement of these buses is in the Capital Transit 2014 Transit Development Plan and adopted by the Statewide Transportation Improvement Plan (STIP). It is planned to replace these three buses from our current contract with GILLIG, LLC.

The Public Works and Facilities Committee will review this appropriation ordinance at its November 20, 2017, meeting.

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

- b. **Ordinance 2017-06(T) An Ordinance Appropriating to the Manager the Sum of \$2,148,195 as Funding for the Replacement of Buses for Capital Transit; Grant Funding Provided by Alaska Department of Transportation and Public Facilities, and by the Equipment Replacement Reserve's Fund Balance.**

This ordinance would appropriate \$2,148,195 for the replacement of three buses, four Care-a-Van vehicles and three electric support vehicles for Capital Transit. Grant funding in the amount of \$1,718,556 is provided by federal funds through the Alaska Department of Transportation and Public Facilities and the local match requirement of \$429,639 funded from Equipment Replacement Reserve Fund Balance. This funding will replace three 35' New Flyer Buses (model year 2006) purchased in FY06, which have each provided their useful service life of 12 years of service and ½ million miles. The funds are from the Federal Transit Administration and come through the State of Alaska Department of Transportation and Public Facilities. The replacement of these buses is in the Capital Transit 2014 Transit Development Plan and adopted by the Statewide Transportation Improvement Plan (STIP) under the FTA Section 5339 monies available for capital expenses. It is planned to replace these three buses from our current contract with GILLIG, LLC.

The Public Works and Facilities Committee will review this appropriation ordinance at its November 20, 2017, meeting.

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

- c. **Ordinance 2017-06(U) An Ordinance Transferring \$55,449 of**

Unexpended FY17 Marine Passenger Fees from the General Fund to the Open Space Waterfront Land Acquisition Capital Improvement Project.

This ordinance would transfer \$55,449 of unexpended Marine Passenger Fee revenues, budgeted for specific purposes in FY17 and not expended by the fiscal year end, to the Open Space Waterfront Land Acquisition CIP. This transfer is consistent with the Assembly's direction on the disposition of unexpended MPF funds.

The amounts below are the result of monies appropriated from the Marine Passenger Fee Fund for specific purposes in the FY17 budget but were not fully expended by the end of FY17.

Franklin Dock Enterprises	\$ 20,285
Downtown Business Association	1,738
Capital City Fire Rescue	<u>33,426</u>
Total	\$55,449

For accounting purposes, the funds will first be refunded to the Marine Passenger Fee Fund and then be transferred to the Open Space Waterfront Land Acquisition CIP.

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

- d. **Ordinance 2017-06(V) An Ordinance Appropriating to the Manager the Sum of \$1,334,074 to begin Reconstruction of the Project Playground Rebuild Capital Improvement Project; Funding Provided by a Partial Insurance Settlement from Lexington Insurance Company.**

This appropriation will create a new CIP to design and construct a new playground. This is the initial property insurance reimbursement and represents the total loss value of our insurance claim from the April fire. There are no requirements by the insurance company for how these funds may be spent.

Since our property insurance policy covers replacement costs, CBJ is also eligible for additional insurance funds, if needed as the project progresses. Additional funds may be reimbursed by our insurance company for reconstruction of "like kind and quality" to the original playground facility. CBJ Risk Management is working closely with Engineering and Parks and Recreation staff to ensure that we make the most of our available insurance coverage.

The Assembly Public Works and Facilities Committee forwarded this

request to the full Assembly at its October 23, 2017, meeting.

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

- e. **Ordinance 2017-06(W) An Ordinance Appropriating to the Manager the Sum of \$15,500 as Funding for the Local Emergency Planning Committee; Grant Funding Provided by the State of Alaska, Department of Military and Veterans Affairs.**

This ordinance appropriates \$15,500 from the Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management under the FY2018 Local Emergency Planning Committee grant (LEPC), awarded to CBJ.

These funds are provided to reimburse the City and Borough of Juneau for Juneau LEPC program implementation expenses incurred in direct support of the goals and activities of this grant. Funding supports payroll, benefits, increasing community awareness, involvement, and planning for chemical, and all-hazards events through outreach supplies, media campaigns, training, and event room rentals to help our community prepare for and mitigate through planning and preparedness for potential events. There is no match requirement for this grant.

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

- f. **Ordinance 2017-32 An Ordinance Authorizing the Manager to Convey a Fraction of Lot 3, USS 3566, Located across Egan Drive from Centennial Hall, to the Alaska Department of Transportation and Public Facilities.**

The Alaska Department of Transportation & Public Facilities has applied for a direct, negotiated sale of 507 square feet (a fraction of Lot 3, USS 3566) across Egan Drive from Centennial Hall in order to facilitate the State's reconstruction of Egan Drive between Tenth Street and Main Street. The project is intended to widen the sidewalks to ADA standards, add bike lanes as appropriate and update intersections and pedestrian facilities.

The Assembly approved the negotiation of this disposal pursuant to CBJ 53.09.260 at its July 31, 2017, meeting. The Lands Committee confirmed its support of the project at its meeting on August 7, 2017. The Planning Commission provided a recommendation to the Assembly for the sale of this lot at its August 8, 2017, meeting.

If this ordinance is approved the City will dispose of this property to the DOT for \$15,210, fair market value as determined by appraisal.

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

2. Resolutions

- a. **Resolution 2810 A Resolution Authorizing the Manager to Convey Easements to the Alaska Department of Transportation and Public Facilities along Egan Drive from 10th Street to Main Street.**

The Alaska Department of Transportation & Public Facilities has requested a series of easements (both permanent and temporary construction easements) across CBJ property to facilitate its reconstruction of Egan Drive between Tenth Street and Main Street. The project will include the widening of sidewalks to ADA standards, adding bike lanes when appropriate and updating intersections and pedestrian facilities.

The Lands Committee reviewed this request and approved a motion of support in favor of granting the easements at its August 7, 2017, meeting. The Planning Commission provided a recommendation to the Assembly for granting these easements at its August 8, 2017, meeting.

If this resolution is approved, the City will convey eight permanent easements and ten temporary easements on City property to the DOT in return for \$38,190, fair market value as determined by appraisal.

The City Manager recommends this resolution be adopted.

- b. **Resolution 2811 A Resolution Expressing Support for the Juneau Coordinated Transportation Coalition's Prioritization of Projects for Grant Funding by the Alaska Department of Transportation & Public Facilities.**

The Alaska Department of Transportation and Public Facilities makes an annual mobility grant available. In order to be eligible for funding, communities must submit to DOT&PF a list of prioritized mobility projects endorsed by the governing body.

On October 16, 2017, the Juneau Coordinated Transportation Coalition voted to forward the following prioritized projects to the Assembly for FY19 DOT&PF mobility grant funding:

1. Taxi Voucher Program
2. 4x4 Capable lift-equipped bus
3. Paratransit/Senior services lift-equipped bus
4. Lift-equipped taxi

At its October 23, 2017, meeting, the Public Works and Facilities Committee voted to forward the prioritized list to the full Assembly for approval.

The City Manager recommends this resolution be adopted.

- c. **Resolution 2812 A Resolution Authorizing the Manager to Apply for a Community Development Block Grant from the Alaska Department of Commerce, Community, and Economic Development, with AWARE, Inc., to Be Used for Accessibility Upgrades to AWARE's Existing Shelter.**

The Alaska Department of Commerce, Community, and Economic Development annually makes available a community development block grant to qualifying entities. Local governments can participate by generating their own project ideas or by soliciting ideas from the general public. The CBJ has done the latter in the past.

This year, the CBJ received two proposals: a proposal from REACH and a proposal from AWARE. AWARE proposes to use CDBG funds for an accessibility upgrade project at its emergency shelter. The upgrades will allow AWARE to better support clients in need who have disabilities. Staff's recommendation was to apply on behalf of AWARE.

The Assembly Committee of the Whole reviewed the proposal at its meeting on October 23, 2017, and made a recommendation to the Assembly to support the AWARE application.

Printed grant applications, with original signatures must be received in Fairbanks by 5 p.m. December 1, 2017, in order to be eligible to compete.

3. Liquor License

- a. **Liquor License Transfers of Controlling Interest - Breeze-In Package Stores AMCO Licenses 176, 662, and 4543**

The following transfers of controlling interest in the below liquor licenses are before the Assembly to either protest or waive its right to protest. The Finance, Police, Fire, Community Development and Engineering/Public Works departments have reviewed the below businesses and found them to be in compliance with CBJ Code.

Package Store License #176

Breeze-In Corporation d/b/a Breeze-In Liquor
Location: 8 Mile Glacier Highway, Juneau

Package Store License #662

Breeze-In Corporation d/b/a Douglas Island Breeze-In
Location: 3370 Douglas Highway, Juneau

Package Store License #4543

Breeze-In Corporation d/b/a Breeze-In
Location: 5711 Concrete Way, Juneau

In the event the Assembly does protest the transfers of these licenses, CBJ Code 20.25 requires notice, with specificity regarding the nature and basis of the protest, to be sent to the licensee and provides the licensee an opportunity to exercise their right to an informal hearing before the Assembly. The sixty-day comment period for local governing body action on these licenses will expire as of Tuesday, November 21, 2017.

The City Manager recommends the Assembly waive its right to protest the above liquor license transfers.

4. Transfers

a. **Transfer T-993 Transfer of \$25,000 from the Eagles Edge Utility CIP to the Dunn Street CIP.**

The work on Dunn Street has encountered some unforeseen work items during the reconstruction and paving project. The major unexpected items have included worse than expected underlying road base requiring additional stabilization and the discovery of unforeseen buried utility conflicts.

The \$25,000 will come from the Eagles Edge Utility CIP. The work on the Eagles Edge project is nearly done and the remaining funds after the transfer will leave adequate funding to complete the remaining work.

The Public Works & Facilities Committee recommended forwarding this transfer to the full Assembly during its meeting on October 23, 2017.

The City Manager recommends this transfer be approved.

b. **Transfer T-994 Transfer of \$257,450 from the Whittier Street Improvements CIP to the Downtown Streets Improvements CIP.**

Additional work is required on Phase I and Phase II of the Downtown Streets Improvement Project to structurally support sidewalk areas that are over private basements for buildings. The extent of the structural work required was unforeseen and the additional costs are estimated at

\$175,000. The transfer will also provide funding for lighting upgrades to alleys along the Phase I section including Bulger and Decker Way and replacement of non-functioning or impaired light poles in the Manila Square/roundabout area on Marine Way. The new lighting will be energy efficient LEDs. The cost for the lighting work is estimated to be \$85,000.

The Whittier Street project is complete and the transfer of \$257,450 will close out the CIP. The Assembly Public Works and Facilities Committee forwarded this request to the Assembly at its October 23, 2017, meeting.

The City Manager recommends this transfer be approved.

VIIIPUBLIC HEARING

- A. Ordinance 2017-06(H) An Ordinance Appropriating to the Manager the Sum of \$281,020 as Funding for the Juneau International Airport RSA IIB (NW Quad Design & Construction) Capital Improvement Project; Funding Provided by Passenger Facility Charges.**

This ordinance would appropriate \$281,020 to the RSA IIB (NW Quad Design & Construction) capital improvement project. Funding is provided as follows:

Passenger Facility Charges (Application#8): \$281,020

The Airport Board approved this action at its April 27, 2017, meeting.

This ordinance was introduced at the September 23, 2017, Assembly meeting. It was reintroduced at the October 16, 2017, meeting due to a title change to reflect the correct funding source.

The City Manager recommends this ordinance be adopted.

- B. Ordinance 2017-06(K) An Ordinance Appropriating to the Manager the Sum of \$816,000 as Funding for the Juneau International Airport Float Pond Improvements Capital Improvement Project; Funding Provided by the Federal Aviation Administration, and Sales Tax Revenue.**

This ordinance would appropriate \$816,000 to the Float Pond Improvements capital improvement project. Funding is provided as follows:

Federal Aviation Administration (FAA) grant: \$765,000

Sales Tax Revenue: \$ 51,000

The FAA funds 93.75% of the project with the remainder being provided by sales tax revenue.

The Airport Board approved this action at its October 10, 2017, meeting. The

Public Works and Facilities Committee considered this ordinance at its October 23, 2017, meeting and forwarded it to the Assembly for approval.

The City Manager recommends this ordinance be adopted.

- C. **Ordinance 2017-06(M) An Ordinance Appropriating to the Manager the Sum of \$11,200,000 as Funding for the Juneau International Airport RSA 2C—NE/NW Quad Apron Construction Capital Improvement Project; Funding Provided by the Federal Aviation Administration and Sales Tax Revenue.**

This ordinance would appropriate \$11,200,000 to the Airport RSA 2C—NE/NW Quad Apron Construction capital improvement project. Funding is provided as follows:

Federal Aviation Administration (FAA) grant:	\$10,125,000
Sales Tax Revenue:	\$ 1,075,000

The FAA funds 93.75% of the project with the remainder being provided by sales tax revenue.

The Airport Board approved this action at its October 10, 2017, meeting. The Public Works and Facilities Committee considered this ordinance at its October 23, 2017, meeting and forwarded it to the Assembly for approval.

The City Manager recommends this ordinance be adopted.

- D. **Ordinance 2017-06(N) An Ordinance Appropriating to the Manager the Sum of \$5,145,121 as Funding for the Juneau International Airport Snow Removal Equipment Capital Improvement Project; Funding Provided by the Federal Aviation Administration, and Sales Tax Revenue.**

This ordinance would appropriate \$5,145,121 to the Airport Snow Removal Equipment capital improvement project. Funding is provided as follows:

Federal Aviation Administration (FAA) grant:	\$4,823,551
Sales Tax Revenue:	\$ 321,570

The Airport will purchase snow removal equipment to replace aging, maintenance-intensive units.

The FAA funds 93.75% of the project with the remainder being provided by sales tax revenue.

The Airport Board approved this action at its October 10, 2017, meeting. The Public Works and Facilities Committee considered this ordinance at its meeting on October 23, 2017, and forwarded it to the Assembly for approval.

The City Manager recommends this ordinance be adopted.

- E. Ordinance 2017-06(O) An Ordinance Appropriating to the Manager the Sum of \$256,000 as Funding for the Juneau International Airport Ramp LED Lighting Capital Improvement Project; Funding Provided by the Federal Aviation Administration, and Sales Tax Revenue.**

This ordinance would appropriate \$256,000 to the Airport Ramp LED Lighting capital improvement project. Funding is provided as follows:

Federal Aviation Administration (FAA) grant:	\$240,000
Sales Tax Revenue:	\$ 16,000

The FAA funds 93.75% of the project with the remainder being provided by sales tax revenue.

The Airport Board approved this action at its October 10, 2017, meeting.

The City Manager recommends this ordinance be adopted.

- F. Ordinance 2017-06(L) An Ordinance Appropriating to the Manager the Sum of \$75,000 as Funding to Work With Existing Emergency Shelter Providers to Establish a Warming Center to be Operated When the Temperature Drops Below 32 Degrees During the Winter; Funding Provided by the Tobacco Tax Fund's Fund Balance.**

This ordinance would appropriate \$75,000 to work with existing emergency shelter providers to establish a warming center to be operated when the temperature drops below 32 degrees during the winter (November 2017 - April 2018). Funding in the amount of \$75,000 is provided from the Tobacco Tax Fund's Fund Balance.

The Committee of the Whole discussed this issue at its October 23, 2017, meeting and forwarded it to the Assembly for approval.

The City Manager recommends this ordinance be adopted.

- G. Ordinance 2017-06(P) An Ordinance Appropriating to the Manager the Sum of \$226,300 as Funding for the Juneau Police Department's Comprehensive Traffic Safety Plan; Grant Funding Provided by the State of Alaska, Department of Transportation and Public Facilities, Alaska Highway Safety Office.**

The Juneau Police Department has received \$226,300 in grant funding from the State of Alaska, Department of Transportation and Public Facilities, Alaska Highway Safety Office to help fund part of JPD's Comprehensive Traffic Safety Plan activities. This includes \$183,700 for a 3D scanner, supporting equipment, software and training. In addition, the remaining \$42,600 of grant funds will be used to purchase LIDAR guns for speed enforcement and speed boards that tell drivers

when they're driving at unsafe speeds.

There is a match requirement for this grant of \$23,600. JPD plans to find funds within its operating budget to cover the costs of \$16,300 in training and \$7,300 for radars.

The City Manager recommends this ordinance be adopted.

H. Ordinance 2017-06(Q) An Ordinance Appropriating to the Manager the Sum of \$59,667 as Funding for the 2017 State Homeland Security Program / SHSP; Grant Funding Provided by the State of Alaska Department of Military and Veterans Affairs.

These funds are provided to reimburse the City and Borough of Juneau for expenses incurred in direct support of the goals and activities of the SHSP program. Funding from this program is provided to support, build, and sustain the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazard events through planning, training, exercise, and equipment procurement within the grant performance period from September 1, 2017 to September 30, 2019.

Projects funded:

1. Purchase and installation of security fencing at the Emergency Operations Center (EOC) and Police Department. This fencing will better protect the buildings from breaches and lower their vulnerabilities. \$40,000
2. Fund overtime and backfill for Police and Fire to support the Coast Guard D17 Area Maritime Security Exercise. The primary purpose of funding this exercise is to allow Juneau to conduct a full scale Mass Casualty Incident (MCI) exercise using Alternate Care Facilities. \$10,037
3. Travel funds for representatives to attend the planning meetings for the 2019 Alaska Shield Exercise. \$9,630

There is no match requirement for this grant.

The City Manager recommends this ordinance be adopted.

I. Ordinance 2017-06(R) An Ordinance Appropriating to the Manager the Sum of \$160,000 as Funding for the Emergency Management Performance Grant; Funding Provided by the State of Alaska, Department of Military and Veterans Affairs.

This ordinance appropriates \$160,000 from the Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management under the 2017 Emergency Management Performance Grant, awarded to the CBJ.

These funds are provided to reimburse the City and Borough of Juneau for payroll

and benefit costs incurred in direct support of the goals and activities of the Emergency Management Performance Grant for CBJ Emergency Programs, Police, and Fire staff in the performance of Emergency Management functions in planning, training, exercise, and equipment procurement within the grant performance period. Required dollar-for-dollar, in-kind match is provided through staff personnel services in CBJ Emergency Management, Police, and Fire budgets.

The City Manager recommends this ordinance be adopted.

J. Ordinance 2017-25 An Ordinance Amending the Land Use Code Relating to Panhandle Subdivisions.

This ordinance would amend the panhandle subdivision requirements of CBJ Title 49 to encourage development.

The ordinance would reduce the minimum lot sizes for panhandle subdivisions and reduce the width of the stem. The amendment provides the opportunity for each lot to have a driveway (as opposed to requiring the lots to share one driveway), amends the driveway grade to be consistent with other sections of Title 49, clarifies the parking requirements, and provides an illustration to clarify the setbacks for both front and rear lots. Under this amendment, panhandle lots would still be required to have frontage on a public right-of-way.

The Planning Commission reviewed the ordinance on August 8, 2017, and September 12, 2017, and recommended forwarding it to the full Assembly for adoption.

The City Manager recommends this ordinance be adopted.

K. Ordinance 2017-31 An Ordinance Amending the Comprehensive Plan Land Use Maps of the City and Borough of Juneau to Change the Land Use Designation of Block 25, Juneau Townsite, Entirely Bounded by Fifth and Sixth Streets and Gold and Harris Streets in Downtown Juneau, from Medium Density Residential to Traditional Town Center.

This ordinance would amend the land use maps of the Comprehensive Plan to correct a discrepancy that was discovered during the analysis of a rezone request.

On July 11, 2017, the Planning Commission reviewed a rezone requested by the Corporation of the Catholic Bishop of Juneau for property in downtown Juneau. Although the Planning Commission recommended the rezone from D-18 to Mixed Use under the Medium Density Residential Comprehensive Plan designation, the Commission also discussed whether a Comprehensive Plan amendment was necessary.

On September 12, 2017, the Commission unanimously recommended that the Assembly consider and approve adoption of this ordinance to amend the Comprehensive Plan maps for the entirety of Block 25, Juneau Townsite, from Medium Density Residential (MDR) to Traditional Town Center (TTC).

The City Manager recommends this ordinance be adopted.

L. Ordinance 2017-28 An Ordinance Amending the Official Zoning Map of the City and Borough to Change the Zoning of Block 25, Juneau Townsite, Entirely Bounded by Fifth and Sixth Streets and Gold and Harris Streets in Downtown Juneau, from D-18 to MU.

In January 2017, the applicant filed to have the entirety of Block 25 of the Juneau Townsite rezoned from D-18 to MU. The Planning Commission adopted staff's findings and analysis after hearing the matter at its meeting on July 11, 2017, finding that the proposed rezone substantially conformed to the current land use designation of MDR as identified in the land use maps of the Comprehensive Plan. The Commission recommended an ordinance be forwarded to the Assembly for its consideration. The staff report considered by the Commission is included in your packet.

The City Manager recommends this ordinance be adopted.

M. Ordinance 2017-30 An Ordinance Amending the Official Zoning Map of the City and Borough to Change the Zoning of Millsite Addition to Douglas Townsite, Block 32, Tract A, Located at 824 Front Street, from WI to LC.

This ordinance would rezone a lot near the Douglas Harbor.

On September 12, 2017, the Planning Commission adopted the analysis and findings in the Community Development Department's staff report and recommended the Assembly rezone 824 Front Street in Douglas from Waterfront Industrial to Light Commercial. This rezone, which would expand an existing Light Commercial district, conforms to the maps of the CBJ Comprehensive Plan.

The City Manager recommends this ordinance be adopted.

IX. UNFINISHED BUSINESS

A. 2nd and Franklin Project

X. NEW BUSINESS

XI. STAFF REPORTS

XII. ASSEMBLY REPORTS

- A. Mayor's Report
- B. Committee and Liaison Reports
- C. Presiding Officer Reports

XIII. ASSEMBLY COMMENTS AND QUESTIONS

XIV. CONTINUATION OF PUBLIC PARTICIPATION ON NON-AGENDA

ITEMS

XV. EXECUTIVE SESSION

A. Litigation Updates

XVI. ADJOURNMENT

XVII. SUPPLEMENTAL MATERIALS

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org