

# Quick Reference Dates for October 3, 2023 CBJ Regular Election

**WORKING DRAFT-Updated May 25, 2023** All dates are 2023 unless otherwise noted.  
See <https://juneau.org/clerk/elections> for full details.

- January 30** *Assembly meeting at which they passed a motion to conduct the October 3, 2023 Election as a By Mail Election and to draft an ordinance to make by mail elections the default method for conducting CBJ elections in the future.*
- March 28<sup>th</sup> – April 11<sup>th</sup> Initiative Petition Filing Period (to enact new law)
- March 31 Earliest day for a Petitioner’s committee to file a Charter Amendment Affidavit to start the petition process.
- April 11<sup>th</sup> – April 26<sup>th</sup> Referendum Petition Filing Period (to repeal existing law)
- April 24 Assembly COW meeting – discuss Election Code Changes & Redistricting map change
- May 8 Regular Assembly Meeting for Introduction of Election Code Ordinance  
Earliest Regular Assembly meeting for introduction of a Charter Amendment if Public Hearing/Adoption is to be scheduled for June 12 Assembly Meeting.
- May 16 Final day for a Petitioner’s committee to file a Charter Amendment Affidavit to start the petition process for the October 3, 2023 Election without having to hold a Special Election.
- May 17** **Special Assembly Meeting for Public Hearing and Adoption of *Ordinance 2023-24 An Ordinance Amending the Elections Code Relating to Election Procedure.***
- June 5** **[120 days prior to Election Day]**  
Earliest day for the clerk to certify a petition for a Charter amendment.
- June 12** Final regular Assembly meeting to hold Public Hearing & Assembly action on Election Code ordinance(s) so the ordinance(s) will be effective prior to the July 14 candidate filing period.  
First Regular Assembly Meeting to adopt any Charter Amendment Ordinances
- June 16** Deadline for the Clerk to certify an Initiative Petition and submit it to the Assembly for Action.
- June 24** **How to Run for Local Office Workshop** (8:45am-1:30pm, Chambers) by Juneau League of Women Voters, CBJ Clerk’s Office, Juneau School District, and Juneau Public Libraries
- June 25** **[100 Days until Election Day]**
- June 30** Deadline for the Clerk to certify a Referendum Petition and submit it to the Assembly for Action.
- July 5** **[90 days prior to Election Day]**
- July 10** **Last Regular Assembly Meeting to **Introduce** all Ballot ordinances (including any Charter amendments or to make a motion placing an advisory question on the ballot.)**
- July 14** **Filing for Assembly and School Board Candidacy **Opens 7/14 @ 8:00 a.m.****
- July 24** **Filing for Assembly and School Board Candidacy **Closes 7/24 @ 4:30 p.m.****
- July 28** Last day for candidates to withdraw their name from the printed ballot – 4:30 p.m.
- July 31** **Last Regular Assembly Meeting to **Adopt** all Ballot ordinances (including any Charter amendments or to make a motion placing an advisory question on the ballot.)**
- Aug. 4** **[60 days prior to Election Day]**  
Last day for Assembly to adopt or the Clerk to certify a petition for a Charter amendment proposition (This date would require a Special Assembly meeting.)

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- Aug. 18** Candidate Profiles due to Clerk
- Sept. 3** **[30 days prior to Election Day]**  
Last day for residents to register to vote in this election; Notice of Election Posted / Published
- Sept. 4** **Labor Day Holiday Observed**
- Sept. 14** **Ballots mailed out from printer/contractor (in WA) to all qualified registered voters**
- Sept. 18-Oct. 3** Assembly Chambers and Mendenhall Valley Library Large Meeting Room in use for Election purposes. Vote Center(s) open for 16 days prior to and including Election Day.
- Sept. 26** **[7 days prior to Election Day]**  
Last day to receive applications for a ballot to be mailed to a temporary absentee address  
Last day to file "write-in" candidacy letter of intent and Candidacy Packet.
- Oct. 2** **5:00pm Deadline** to submit application for a fax/e-ballot (by electronic transmission).
- Oct. 3** **Election Day: Vote Centers open 7 a.m. - 8 p.m.** *[Unofficial Results will be published on the above website no later than 11:59p.m. on 10/3 with continuous updates published during the review period.]*
- Oct. 16-17** Final ballot review and tabulation by the Canvass Review Board will be held at the Ballot Processing Center from October 16-17 with up to three additional days, as may be needed on a case by case basis. **FINAL RESULTS** will be published online upon certification by the Canvass Review Board and the Election Official.
- Oct. 19** (Within 2 days after certification) Any request for a Recount of election returns (CBJ Code 29.07.300) must be filed with the Clerk.  
  
Within 5 days of recount application being deemed sufficient, the Clerk conducts a recount of election returns to be completed within 2 days.
- Oct. 27** Last Day to file for Judicial Review of Election in Superior Court (Within 10 days after certification)
- Oct. 23** **First Assembly Meeting with newly elected Assemblymembers, Election of Deputy Mayor**

Please check the CBJ Elections Website at <https://juneau.org/clerk/elections> for periodic updates or contact the Municipal Clerk's office at 907-586-5278 or via email at [CBJElections@juneau.gov](mailto:CBJElections@juneau.gov).