



**OFFICE OF THE MUNICIPAL CLERK/  
ELECTION OFFICIAL**

City and Borough of Juneau (CBJ)  
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May 6, 2026

Michael Cole (*via e-mail and USPS*)  
5852 Pine St,  
Juneau, AK 99801  
[michael.g.cole95@gmail.com](mailto:michael.g.cole95@gmail.com)

**Re: Response to Petitioner Committee re: “1% Seasonal Sales Tax” Initiative Petition Affidavit**

Dear Mr. Cole,

On April 27, 2026, you submitted an affidavit of petitioners committee for an initiative petition, short title “1% Seasonal Sales Tax”.

**Legal Review**

The Law Department reviewed your submitted proposal and concluded it was in the proper form and was limited to one topic not restricted by Constitution or Charter. The Clerk’s Office verified that there were five qualified names presented on the petition. As such, the City Clerk will certify your petition and issue signature booklets.

Included on the signature booklets is an impartial summary created by the Law Department. This summary would also appear on the ballot, should you receive enough signatures to qualify. Please note that should this petition go to the ballot, your whereas clauses would not be included.

On May 4, following consultation with the CBJ Finance Department, you requested an amendment to your initial filing to adjust the 1% Seasonal Sales Tax period from May 1 - September 30 to April 1 - September 30, better aligning it with CBJ’s Sales Tax fiscal quarters. The CBJ Law Department and the Clerk’s Office reviewed the request and found the amendment acceptable.

***Short Title: 1% Seasonal Sales Tax***

This initiative petition proposes to amend the City and Borough of Juneau (CBJ) Code 69.05.020 to implement a new permanent seasonal sales tax, effective April 1 through September 30 each year. The revenue from this tax is intended to help fund both indoor and outdoor recreation within the City and Borough of Juneau.

**Petition Book Signature Collection & Petition Submission Process**

CBJ Charter 7.3 states in part:

*“A petition for initiative or referendum shall be filed in proper form with the clerk **within thirty days** after the date of issuance of petition pages. The petition shall be signed by a number of qualified municipal voters equal to at least twenty-five percent of the votes cast in the municipality at the preceding regular municipal election.”*

The number of votes cast at the 2025 Regular Municipal Election was 10,263, therefore, **you will need a minimum of 2,566 valid signatures** of qualified Juneau voters. We strongly recommend you collect additional signatures.

We will issue seventy-five (75) bound petition booklets for your petition, called a petition instrument. Each booklet contains five pages with room for 10 signatures per page, for a possible total of 50 signatures per booklet. This provides signature space for 3,750 signatures in total for the petition instrument.

Each booklet must be assigned to a circulator who must print their name on the front cover of the assigned booklet. Circulators must be: (1) a citizen, (2) 18 years of age or older, and (3) a resident of the state. Once that name is printed on a booklet, that booklet may not be swapped between circulators. **Petition booklets may not be left unattended and must remain in the circulator's custody at all times.**

The circulator must sign and attest each page containing signatures in the booklet – they are verifying the number of signatures collected on that page, which they will also record in the certification section. After all signatures for that booklet have been collected, the final page of the booklet contains a certification affidavit that must be completed by the circulator and notarized before submission to the Clerk. Each signature page of the booklet does not have to be completed in full but once the certification affidavit is signed by the circulator and notarized, no new signatures may be collected in that booklet.

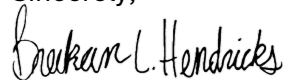
Circulators are strongly encouraged to review the inside back cover of each booklet to ensure the affidavit is completed in accordance with CBJ Charter 7.5. Booklets with missing or incomplete circulator affidavits will be deemed ineligible for counting.

**Petition booklets will be ready for your group to pick up by Wednesday May 6 with the first day to circulate for signatures being Thursday May 7.** By issuing the books on May 7, the 30-day collection period ends on June 5.

The petition booklets must be filed, as one instrument, with our office no later than Friday, June 5, by 4:30 p.m. While submissions will be accepted until 4:30 p.m., we strongly encourage returning materials by 3:30 p.m. to allow sufficient time for processing, including review and check-in of each booklet and the petition instrument.

Per CBJ Code 29.10.060, all petition booklets and copies of booklets must be surrendered to the election official within 60 days of issuance. If you have any questions regarding this matter, please contact our office at 907-586-5278.

Sincerely,



Breckan Hendricks

CBJ Municipal Clerk/Election Official

Attachments: Affidavit of Petitioners Committee

Legal Review Memo from CBJ Law Department

Please also see the CBJ Election Policies and Procedures online <https://juneau.org/clerk/elections> Re: Petitions 1.1 – 1.4 for reference

cc: City Attorney Emily Wright