



City of Kotzebue Municipal Election

Tuesday, October 6, 2026

**Seat “A”, Seat “B”, and Seat “C”
[Three-year terms]**

**Seat “E”
[One-year term]**

Timelines

[prepared Friday, June 19, 2026]

August 1 – 10, 2026: Declaration of Candidacy may be submitted to City Clerk [KMC 2.52.090]
(At the end of each business day on August 3rd, 4th, 5th, 6th, 7th, and 10th
post on the City’s webpage, Facebook page and at City Hall at 5:00pm on each
of those respective days the names of Candidates who have filed to that date to fill
Seat “A”, Seat “B”, Seat “C”, and Seat “E” respectively.)

[Declaration of Candidacy Forms are available at City Hall]

[KMC 2.52.010 *Qualification of voters.* Every person who is a United States citizen and who is qualified to vote in state elections and has been a resident of the city for thirty days immediately preceding the election and who is registered to vote in state elections and is not disqualified under Article V of the State Constitution shall be entitled to vote at any city election. KMC 2.52.090 *Declaration of candidacy.* Any qualified voter may have his/her name placed on the ballot for election as a candidate for any elective office by filing with the city clerk a sworn declaration of candidacy.]

August 10, 2026 at 5:00pm: City Clerk closes period for Declarations of Candidacy [KMC 2.52.090]

August 12, 2026: City Clerk forwards all Declarations of Candidacy to City Attorney

August 14, 2026: City Clerk contacts Tierra Rana, State of Alaska Election Region IV Supervisor in Nome at (907) 443-5285 / tierra.rana@alaska.gov and lets her know that you are back as City Clerk. The City Clerk confirms that the Voter List for Kotzebue will be mailed out in early September. [The City Clerk confirms receipt of the Voter List with the City Attorney once it is received later in September. This Voter List contains abbreviations which reflect how the election officials identified a registered voter -- VC -Voter Card, PK- Personally Known and OI-Other Identifier.]

August 20, 2026: at the RCCM the City Council by Resolution shall designate the polling place for the October 6th election. [The City Clerk should contact the Borough **BEFORE** to confirm that the City can use the Borough Building for the City’s polling place as has been done in the past. Also, the City Clerk should meet with the Borough to go over how the City Clerk will set up its polling area at the Borough Building.]

October 2026 City Election Timelines

September 4, 2026: post Notice of City of Kotzebue Election in at least three places [KMC 2.52.020] (It is recommended that the Notice be posted at City Hall, Post Office, AC and, if allowed, at other places such as KIC, Chukchi, ATC, NANA, Maniilaq, etc. Then, check weekly to make sure the Notices are still in place and replace any Notices that have been removed. Also, provide Notice to KOTZ radio for reading several times each day.)

September 17, 2026: at the RCCM the City Council by Resolution shall appoint three judges for the election and set their compensation [KMC 2.52.040 / KMC 2.52.070]

October 1, 2026 at 5:00pm: deadline for write-in candidates to file letter of intent [KMC 2.52.105]

September 21 – October 1: absentee ballot written application by mail to City Clerk, City of Kotzebue, P.O. Box 46, Kotzebue, Alaska 99752-0046 [KMC 2.52.380]

September 21 – October 5: absentee ballot written application in person at City Hall [KMC 2.52.380]

October 6, 2026, 8:00am to 8:00pm: hours for voting in City election at NWAB [KMC 2.52.120]

After the Tuesday, October 6, 2026 Election

October 12, 2026: canvass of election returns by City Council and passage of Resolution regarding same [KMC 2.52.510]

Twenty-four hours after canvass completed: deadline for recount demand to be presented to City Clerk [KMC 2.52.520]

Forty-eight hours after proper demand for recount received: City Clerk holds recount [KMC 2.52.550]

Five days after recount completed: deadline for appeal to Superior Court to challenge recount results [KMC 2.52.570]

Ten days after canvass completed: deadline for appeal to Superior Court to contest election [KMC 2.52.580]

If you have any questions, please contact City Clerk at 442-3401 or email City Clerk at djones@kotzebue.org .