



CITY OF KOTZEBUE NOTICE

Local Beverage Control Board Special Meeting Agenda

May 05, 2026 at 5:15 PM

City Hall Chambers – 258 A Third Avenue

THE PUBLIC IS ENCOURAGED TO ATTEND.

For residents who want to participate telephonically

call: **1-800-315-6338**; access code: **49401#**

- I. Meeting Notice
- II. Call to Order
- III. Invocation/Moment of Silence
- IV. Pledge of Allegiance
- V. Roll Call
- VI. Introduction of Guests and Staff
- VII. Adoption of The Agenda
- VIII. Adoption of Minutes
- IX. Public Comments
- X. License Renewals
- XI. New Business
 - a) [Arctic](#) Spirits 1st Quarter Financials
 - b) [Summer](#) Hours Recommendation
- XII. Letters
- XIII. Arctic Spirits Manager's Report
 - a) Manager's Report January 2026
 - b) Manager's Report February 2026
 - c) Manager's Report March 2026
- XIV. Financial Report
- XV. Set Next Meeting Date and Time

Regular LBCB/LRA

June 10, 2026 at 5:15pm

XVI. Member Closing Remarks

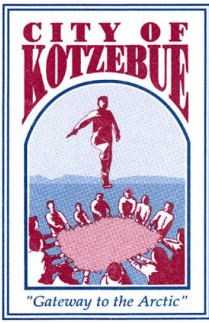
Joe Groves

Clay Nordlum, Chair

Ernest Norton

Jonathan Heft

XVII. Adjournment



258A Third Avenue
P.O. Box 46
Kotzebue, Alaska 99752

City Hall 907-442-3401
Police Dept 907-442-3351
Fire Dept 907-442-3404
Public Works 907-442-5200
Parks & Rec 907-442-3106

Section I, Item a)

LBCB/LRA

PUBLIC NOTICE

Chairman Nordlum

has scheduled a Special Meeting of the

Regular Local Beverage Control Board/Regulatory Authority Meeting

for

Tuesday, May 5th, 2026 at 5:15pm

City Council Chambers

258A Third Avenue

THE PUBLIC IS ENCOURAGED TO ATTEND
FOR CITIZENS WHO WANT TO PARTICIPATE TELEPHONICALLY CALL
1-800-315-6338 access code 49401#

Please contact the office of the City Clerk at 1-907-442-5108 or 1-907-412-2489 if you have any questions.

Posted: APR-28-2026

City Hall Bulletin Board
City of Kotzebue Website
City of Kotzebue Facebook Page
City of Kotzebue Attorney
City of Kotzebue Department Heads

Alaska Commercial, Co. Bulletin Board
KOTZ Radio
Post Office Bulletin Board
Vitus Terminals Kotzebue

Kotzebue City
Revenues with Comparison to Budget
For the 3 Months Ending March 31, 2026

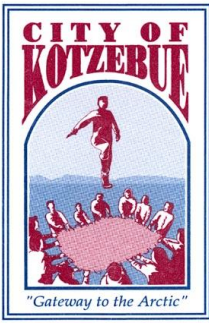
ARCTIC SPIRITS

	Period Actual	YTD Actual	Budget	Unearned	Pcnt
<u>ARCTIC SPIRITS REVENUE</u>					
603-00-43405 Retail Sales-Liquor	171,588.35	171,588.35	3,057,500.00	2,885,911.65	5.6
603-00-43407 Retail Sales - Tobacco	6,764.01	6,764.01	100,000.00	93,235.99	6.8
603-00-43408 Retail Sales - Miscellaneous	207.37	207.37	14,000.00	13,792.63	1.5
603-00-43410 Distribution Point Fees	.00	.00	1,500.00	1,500.00	.0
603-00-43425 Permitting Fees	5,765.00	5,765.00	75,000.00	69,235.00	7.7
603-00-44107 State of AK PERS Relief	.00	.00	15,697.00	15,697.00	.0
Total ARCTIC SPIRITS REVENUE	184,324.73	184,324.73	3,263,697.00	3,079,372.27	5.7
 Total Fund Revenue	 184,324.73	 184,324.73	 3,263,697.00	 3,079,372.27	 5.7

Kotzebue City
Expenditures with Comparison to Budget
For the 3 Months Ending March 31, 2026

ARCTIC SPIRITS

	Period Actual	YTD Actual	Budget	Unexpended	Pcnt
<u>ARCTIC SPIRITS EXPENSES</u>					
603-10-54110 LBCB Stipend	.00	.00	1,000.00	1,000.00	.0
603-10-54125 Salaries & Wages	62,588.71	62,588.71	275,730.00	213,141.29	22.7
603-10-54130 Overtime	.00	.00	1,000.00	1,000.00	.0
603-10-54140 Employee Benefits	18,104.81	18,104.81	96,855.50	78,750.69	18.7
603-10-54210 Electricity	2,108.17	2,108.17	5,500.00	3,391.83	38.3
603-10-54215 Heating Fuel	16,506.49	16,506.49	36,000.00	19,493.51	45.9
603-10-54220 Building Maintenance	134.39	134.39	4,000.00	3,865.61	3.4
603-10-54300 Cleaning Supplies	.00	.00	1,000.00	1,000.00	.0
603-10-54315 Office Supplies & Equip	459.87	459.87	5,000.00	4,540.13	9.2
603-10-54319 Product Acquisition - Tobacco	.00	.00	70,000.00	70,000.00	.0
603-10-54320 Product Acquisition	.00	.00	1,200,000.00	1,200,000.00	.0
603-10-54321 Cash Overs/Shorts - Pkg Store	31.81	31.81	200.00	168.19	15.9
603-10-54400 Service Charges	58.66	58.66	35,000.00	34,941.34	.2
603-10-54410 Telephone/Fax	278.19	278.19	1,500.00	1,221.81	18.6
603-10-54415 Travel/Lodging/Per Diem	.00	.00	1,500.00	1,500.00	.0
603-10-54433 Postage	.00	.00	50.00	50.00	.0
603-10-54434 Freight Charges	61,222.86	61,222.86	350,000.00	288,777.14	17.5
603-10-54436 Professional Services	400.00	400.00	500.00	100.00	80.0
603-10-54438 Legal Fees	1,137.10	1,137.10	1,250.00	112.90	91.0
603-10-54439 Insurance	.00	.00	62,448.00	62,448.00	.0
603-10-54505 Gas/Diesel	.00	.00	1,500.00	1,500.00	.0
603-10-54526 Light Vehicle R & M	.00	.00	500.00	500.00	.0
603-10-54527 Gen. Fund Admin. Overhead	.00	.00	154,000.00	154,000.00	.0
603-10-54530 Equipment Maint.	.00	.00	1,500.00	1,500.00	.0
603-10-54600 Capital Purchase	.00	.00	30,000.00	30,000.00	.0
603-10-54620 Maintenance/Support Agrmt	.00	.00	500.00	500.00	.0
603-10-54625 Computer Equipment	.00	.00	15,000.00	15,000.00	.0
603-10-54700 Transfer to General Fund	.00	.00	15,000.00	15,000.00	.0
603-10-54901 Miscellaneous	.00	.00	2,500.00	2,500.00	.0
Total ARCTIC SPIRITS EXPENSES	163,031.06	163,031.06	2,369,033.50	2,206,002.44	6.9
Total Fund Expenditures	163,031.06	163,031.06	2,369,033.50	2,206,002.44	6.9
Net Revenue Over Expenditures	21,293.67	21,293.67	894,663.50	873,369.83	2.4



258A Third Avenue
P.O. Box 46
Kotzebue, Alaska 99752

City Hall 907-442-3401

Police Dept 907-442-3351

Fire Dept 907-442-3404

Public Works 907-442-5200

Parks & Rec 907-442-3106

SCHOOL END AND START DATES

School ends – May 19th, 2026

School starts – August 13th, 2026

ARCTIC SPIRITS SUMMER HOURS RECOMMENDATION

May 18th – August 15th

Monday - Saturday

1:00PM – 9:00PM

January 2026

Arctic Spirits Manager’s Report

To: Ron Johnson – City Manager
CC: Mike Wetzel– CFO, Donald Jones – City Clerk
From: Jamie Lambert, Arctic Spirits Manager
Date: February 02, 2025
Re: Arctic Spirits Manager’s report and monthly recap comparison.

The following is a calendar recap for January 2025 as compared to January 2026.

Total revenue collected in January of 2025 was \$229,686.39, compared to \$195,087.25 in January of 2026. This is a decrease of \$34,599.14 or almost 15% less revenue than this time last year. There were 25 sales days in January of 2025 and 25 sales days in January of 2026. We were closed on both January 1 and January 19 for the holidays.

In January of 2025 we had 4,622 customers compared to 4,038 in January of 2026. This is a decrease of 584 customers. The average sale in January of 2025 was \$46.69 compared to \$48.31 in January of 2026 or an average of \$1.62 more spent per customer this year compared to last year.

Cigarette sales in January of 2025 were \$8,752.26 as compared to \$6,895.40 in January of 2026. This is a decrease of \$1,856.86 in tobacco sales compared to this time LY.

- The delivery Site 0 logged transaction.
- The number of 10-day permits issued was 103.
- The number of 30-day permits issued was 7.
- The number of 90-day permits issued was 2.
- The number of 180-day permits issued was 13.
- The number of one-year permits issued was 49.

At least 12 permits were newly suspended or revoked due to background checks, public intoxication reports, and COR/judgement paperwork sent from the jail. We received 42 COR/judgements to update within our system.

Inventory for January 2026 has been completed and filed.

Please feel free to contact me if you have any questions,
Jamie Lambert - Arctic Spirits Store Manager
(907)442-4000 or (907)412-0747

February 2026

Arctic Spirits Manager's Report

To: Ron Johnson – City Manager
CC: Mike Wetzel– CFO, Donald Jones – City Clerk
From: Jamie Lambert, Arctic Spirits Manager
Date: March 04, 2026
Re: Arctic Spirits Manager's report and monthly recap comparison.

The following is a calendar recap for February 2025 as compared to February 2026.

Total revenue collected in February of 2025 was \$231,335.97, compared to \$203,321.67 in February of 2026. This is a decrease of \$28,014.30 or almost 12% less revenue than this time last year. There were 24 sales days in February of 2025 and 21 sales days in February of 2026. We had 3 weather closure days this year, the 14th, 17th, and the 21st.

In February of 2025 we had 4,627 customers compared to 4,003 in February of 2026. This is a decrease of 624 customers. The average sale in February of 2025 was \$50.00 compared to \$50.79 in February of 2026 or an average of \$0.79 more spent per customer this year compared to last year.

Cigarette sales in February of 2025 were \$7,441.06 as compared to \$6,226.44 in February of 2026. This is a decrease of \$1,214.62 in tobacco sales compared to this time LY.

- The delivery Site 5 logged transaction.
- The number of 10-day permits issued was 128.
- The number of 30-day permits issued was 11.
- The number of 90-day permits issued was 3.
- The number of 180-day permits issued was 12.
- The number of one-year permits issued was 37.

At least 10 permits were newly suspended or revoked due to background checks, public intoxication reports, and COR/judgement paperwork sent from the jail. We received 33 COR/judgements to update within our system.

Inventory for February 2026 has been completed and filed.

Please feel free to contact me if you have any questions,
Jamie Lambert - Arctic Spirits Store Manager
(907)442-4000 or (907)412-0747

March 2026

Arctic Spirits Manager's Report

To: Ron Johnson – City Manager
CC: Mike Wetzel– CFO, Donald Jones – City Clerk
From: Jamie Lambert, Arctic Spirits Manager
Date: April 08, 2026
Re: Arctic Spirits Manager's report and monthly recap comparison.

The following is a calendar recap for March 2025 as compared to March 2026.

Total revenue collected in March of 2025 was \$245,012.56, compared to \$227,019.15 in March of 2026. This is a decrease of \$17,993.41 or almost 7% less revenue than this time last year. There were 26 sales days in March of 2025 and 26 sales days in March of 2026.

In March of 2025 we had 4,935 customers compared to 4,540 in March of 2026. This is a decrease of 395 customers. The average sale in March of 2025 was \$49.65 compared to \$50.00 in March of 2026 or an average of \$0.35 more spent per customer this year compared to last year.

Cigarette sales in March of 2025 were \$7,539.40 as compared to \$7,065.96 in March of 2026. This is a decrease of \$473.44 in tobacco sales compared to this time LY.

- The delivery Site 1 logged transaction.
- The number of 10-day permits issued was 147.
- The number of 30-day permits issued was 6.
- The number of 90-day permits issued was 5.
- The number of 180-day permits issued was 14.
- The number of one-year permits issued was 57.

At least 5 permits were newly suspended or revoked due to background checks, public intoxication reports, and COR/judgement paperwork sent from the jail. We received 58 COR/judgements to update within our system.

Inventory for March 2026 has been completed and filed.

Please feel free to contact me if you have any questions,
Jamie Lambert - Arctic Spirits Store Manager
(907)442-4000 or (907)412-0747