

CITY OF KOTZEBUE NOTICE

Regular City Council Meeting Agenda

September 03, 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#**

Meeting Notice

- I. Call to Order
- II. Roll Call
- III. Invocation / Moment of Silence
- IV. Pledge of Allegiance
- V. Introduction of Staff & Guests
- VI. Adoption of The Agenda
- VII. Adoption of Minutes

[a\)](#) Meeting Minutes for August 20, 2026

VIII. Citizen Comments

IX. Correspondence

X. Unfinished Business

XI. New Business

[a\)](#) **RESOLUTION 26-38**, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE ALASKA HOUSING FINANCE CORPORATION FOR UP TO \$700,000 THROUGH THE SFY 2027 RURAL PROFESSIONAL HOUSING GRANT PROGRAM FOR THE RENOVATION OF A FORMER BUREAU OF LAND MANAGEMENT RESIDENCE LOCATED AT 804 GARDEN STREET FOR POLICE HOUSING."

XII. Council Members Comments

Seat B: Derek Haviland-Lie

Seat C: Joshua Hadley

Seat D: Kathleen Sherman

Seat E: Cory Jackson

Seat G: Johnson Greene

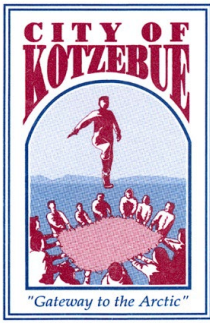
Seat A: Ernest Norton

Seat F: Saima Chase

Youth Representative: Vacant

XIII. Executive Session

XIV. 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

CITY COUNCIL

PUBLIC NOTICE

Mayor Chase
has scheduled the next
Regular City Council Meeting for
Thursday September 3rd, 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#

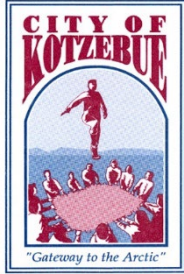
Please contact the office of the City Clerk at 1-907-442-5108 or 1-907-412-2489
if you have any questions.

Posted: AUG-28-2026

City Hall Bulletin Board
City of Kotzebue Website
City of Kotzebue Facebook Page

City of Kotzebue Attorney
City of Kotzebue Department Directors
Post Office Bulletin Board

AC Store Bulletin Board
KOTZ Radio



CITY OF KOTZEBUE NOTICE

Regular City Council Meeting Minutes

August 20, 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#**

Meeting Notice

I. Call to Order at 5:15pm

II. Roll Call

Council Members present at time of roll call: Vice Mayor Norton, Council Members Hadley, Greene, and Sherman. *Telephonically:* Mayor Chase and Council Members Haviland-Lie and Jackson.

III. Invocation / Moment of Silence

Chief Funk gave invocation.

IV. Pledge of Allegiance

All stood for Pledge of Allegiance.

V. Introduction of Staff & Guests

Staff present at time of roll call: City Manager Johnson, City Clerk/HR Jones, PW Director Avery, Planning Director Walker, City Planner Smith, City Attorney Evans Police Chief Cook, Finance Director Wetzel, Arctic Spirits Manager Lambert, Acting Parks & Rec Director Johnson, and Fire Chief Funk. *Telephonically* Peter w/ Holland & Hart.

Guests present at time of roll call: Citizens John Rae, LaVerne Schaeffer, and Michael Scott.

VI. Adoption of The Agenda

Council Member Hadley made a motion to amend the agenda to add Resolution 26-37 under new business and adopt the agenda, seconded by Council Member Greene.

Roll Call Vote

Derek Haviland-Lie	YES	Joshua Hadley	YES
Kathleen Sherman	YES	Cory Jackson	YES
Johnson Greene	YES	Ernest Norton	YES
Saima Chase	YES		

Motion Passed.

VII. Adoption of Minutes

a) Meeting Minutes for August 6, 2026

Council Member Sherman made a motion to approve the August 6, 2026 meeting minutes, seconded by Council Member Hadley.

Motion passed unanimously.

VIII. Citizen Comments

Mike Scott addressed the City Council on the consolidation of fish processing plants throughout the State of Alaska and the need for a local processing plant in Kotzebue.

IX. Correspondence

No Correspondence.

X. Unfinished Business

No Unfinished Business.

XI. New Business

a) RESOLUTION 26-36, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE DECLARING THE NORTHWEST ARCTIC BOROUGH ASSEMBLY CHAMBERS AS THE ELECTION POLLING PLACE FOR THE OCTOBER 6, 2026 CITY COUNCIL ELECTION."

Council Member Hadley made a motion to approve Resolution 26-36, seconded by Council Member Greene.

Roll Call Vote

Derek Haviland-Lie	YES	Joshua Hadley	YES
Kathleen Sherman	YES	Cory Jackson	YES
Johnson Greene	YES	Ernest Norton	YES
Saima Chase	YES		

Motion Passed.

b) Cape Blossom Regional Strategy Session for August 21st, 2026

City Planner Fred Smith updated City Council on the upcoming stakeholder meeting and current design of Phase II of the Cape Blossom Port Road.

c) 2024 Audit Plan

Finance Director Mike Wetzel informed City Council of the 2024 Audit Plan by audit company BDO.

d) FY2023 Issued Financial Statement

Finance Director Mike Wetzel informed City Council of FY2023 Issued Financial Statement from BDO.

- e) **RESOLUTION 26-37**, “AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE, WORKING WITH THE CITY PLANNER AND CITY ATTORNEY TO ISSUE A TEMPORARY USE PERMIT PURSUANT TO KOTZEBUE MUNICIPAL CODE (“KMC”) 3.12.120 TO ARCTIC CIRCLE WILD SEAFOOD (“ACWS”) AND A TIDELANDS PERMIT PURSUANT TO TITLE 11, CHAPTER 11.04, “TIDELANDS REGULATIONS”, OF THE KMC FOR ITS SALMON-BUYING OPERATIONS FROM LOCAL FISHERMEN DURING THE 2026 SUMMER COMMERCIAL FISHING SEASON.”

Council Member Hadley made a motion to approve Resolution 26-37, seconded by Council Member Sherman.

Roll Call Vote

Derek Haviland-Lie	YES	Joshua Hadley	YES
Kathleen Sherman	YES	Cory Jackson	YES
Johnson Greene	YES	Ernest Norton	YES
Saima Chase	YES		

Motion Passed.

f) **Manager's Reports**

1. City Manager - Ron Johnson
2. Holland and Hart
3. The Mulder Company
4. City Attorney - Joe Evans
5. Finance Director (accept and approve Finance Directors Report)

Council Member Hadley made a motion to accept and approve the Finance Director’s report, seconded by Council Member Greene.

Motion passed unanimously.

6. Public Works

6a. Public Works Water (accept and approve Public Works Reports)

Council Member Hadley made a motion to accept and approve the Public Works and Public Works Water reports, seconded by Council Member Greene.

Motion passed unanimously.

- 7. Police Department
- 8. Fire Department
- 9. Parks & Recreation
- 10. Package Store
- 11. Public Relations/Human Resources
- 12. Planning Department

The following legal proceedings regarding Manager’s Reports can be found on recording at City Hall.

XII. Council Members Comments

- Seat B: Derek Haviland-Lie
- Seat C: Joshua Hadley
- Seat D: Kathleen Sherman
- Seat E: Cory Jackson
- Seat G: Johnson Greene
- Seat A: Ernest Norton
- Seat F: Saima Chase
- Youth Representative: Vacant

The following legal proceedings regarding Council Member Comments can be found on recording at City Hall.

XIII. Executive Session

Council Member Hadley made a motion to enter Executive Session to discuss contract and financial negotiations, the immediate knowledge of which would clearly have an adverse effect upon the finances of the City, seconded by Council Member Greene.

Motion passed unanimously.

Entered Executive Session 7:09pm

Reentered Open Session 7:21pm

No votes were taken, and directions were given to Administration.

XIV. Adjournment

Council Member Hadley made a motion to adjourn the meeting, seconded by Council Member Greene.

Motion passed unanimously.

Meeting adjourned at 7:22pm.

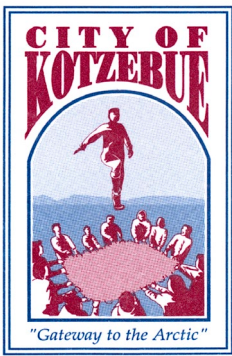
Accepted by:

Saima Chase
Mayor

[SEAL]

Respectfully Submitted By:

Donald Jones
City Clerk



CITY OF KOTZEBUE

RESOLUTION NO. 26-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE ALASKA HOUSING FINANCE CORPORATION FOR UP TO \$700,000 THROUGH THE SFY 2027 RURAL PROFESSIONAL HOUSING GRANT PROGRAM FOR THE RENOVATION OF A FORMER BUREAU OF LAND MANAGEMENT RESIDENCE LOCATED AT 804 GARDEN STREET FOR POLICE HOUSING.

WHEREAS, the City of Kotzebue recognizes that the availability of safe, adequate, and affordable housing is essential to recruiting and retaining qualified police officers and other public safety professionals; and

WHEREAS, the Alaska Housing Finance Corporation administers the Rural Professional Housing Grant Program to support the development, acquisition, and rehabilitation of housing for eligible public service professionals in rural Alaska; and

WHEREAS, the City of Kotzebue owns property located at 804 Garden Street, which includes former Bureau of Land Management residential buildings that may be renovated and used as housing for City police officers; and

WHEREAS, one of the former Bureau of Land Management houses located on the property is available and ready for renovation, making the proposed project well suited for funding under the Rural Professional Housing Grant Program; and

WHEREAS, renovating the existing residence will allow the City to make productive use of an existing publicly owned structure while increasing the availability of dedicated housing for police officers serving the community; and

WHEREAS, the City of Kotzebue intends to apply to the Alaska Housing Finance Corporation for an amount not to exceed \$700,000 through the SFY 2027 Rural Professional Housing Grant Program to complete the renovation of the residence; and

WHEREAS, the proposed project may include design, engineering, inspections, permitting, environmental review, site improvements, utility improvements, construction, rehabilitation, project administration, and other eligible expenses necessary to place the residence into service as police housing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KOTZEBUE, ALASKA, authorizes the City of Kotzebue to submit an application to the Alaska Housing Finance Corporation for up to \$700,000 through the SFY 2027 Rural Professional Housing Grant Program.

NOW, THEREFORE FURTHER BE AT RESOLVE, that the grant funds will be used to renovate a former Bureau of Land Management residence located on City-owned property at 804 Garden Street for use as housing for City of Kotzebue police officers.

FUTHER BE AT RESOLVE, The City Manager, or the City Manager's designee, is authorized to prepare, execute, submit, and administer all applications, agreements, certifications, reports, reimbursement requests, and other documents necessary to apply for, accept, and manage the grant award.

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 3rd day of September 2026.

CITY OF KOTZEBUE

Saima Chase
Mayor

ATTEST:

[SEAL]

Donald Jones Jr
City Clerk

Attachments:

- **Exhibit A:** Rural Professional Housing Grant Program Registration Form [1 page]

Rural Professional Housing Grant Program

SFY 2027 RPH Registration Form

This form must be completed and emailed to the Program Manager at rmattingly@ahfc.us . Only applicants who have submitted this registration form by 5:00 p.m. on Friday, August 14, 2026, will be eligible to apply for SFY 2027 RPH Funding. If an applicant intends to submit multiple proposals, the applicant must submit a separate registration form for each proposal they intend to submit in the SFY 2027 cycle.

Applicant Organization Information - This is the Organization that will apply to be a Grant Recipient.

Organization Name: City of Kotzebue

Organization Email: ccook@kotzebue.org or tessacyrus@sailaq.com

Organization Phone Number: 907-442-3401

Mailing Address: P.O. Box 46

City: Kotzebue, Alaska Zip Code: 99749

Applicant Representative - This is the individual who will complete the application on behalf of the Organization.

Representative Name: Chief Christopher Cook

Representative Email: ccook@kotzebue.org

Representative Phone Number: 907-412-

Representative Employer: City of Kotzebue Police Department

Title: Chief of Police

Community to be Served - Please Identify the Eligible Community.

"Small Community": In the space below, enter the Community Name where the proposed development will be constructed.

Community Name: Kotzebue, Alaska

