



To: Honorable Mayor and Houston City Council
 From: Sonya Pevan, City Clerk
 Through: Mayor Virgie Thompson
 Date: January 4, 2021
 Subject: City Clerk's Report – December 2021

Licenses, Excise Tax, Sales Tax, and Permanent Fund Levies:

The City Clerk's office has issued the following licenses.

Business Licenses 2020 – 258	Business Licenses 2021 – 275	Business License 2022- 160
Marijuana Licenses – Active/Operating		
<ul style="list-style-type: none"> • #10316 Denali 420 Recreational – Retail • #11050 Houston Grass Station – Retail • #10799 Calm N Collective LLC. – Standard • #12461 Guest Services – Standard • #13588 High North LLC. – Standard • #13663 Arctic Farm – Limited • #14885 Karma Grown Gardens, LLC. – Limited • #14956 50 Shades of Green – Standard • #16225 Green Ghost Farms – Limited • #16261 Matanuska Thunder Farms LLC. – Standard • #17409 Kine Co. LLC. – Standard • #17873 Freedom 49 Farms – Standard • #18516 Bro Bro Budz – Standard • #21021 Choice Extracts – Limited • #22396 Houston Refinery – Standard • #21022 Choice Extracts – Concentrate Manufacturing 		
Marijuana Licenses – Expired/Surrendered		
<ul style="list-style-type: none"> • Lazy Mountain Harvest Expired – 8/31/19 		
Liquor Licenses Active/Operating		
<ul style="list-style-type: none"> • # 533 Houston Lodge – Beverage Dispensary *waiver of operation • # 534 Bears Den – Package Store • # 4380 Jazco Investment, LLC. DBA Susitna Bar & Grill – Restaurant or eating place • # 4526 Jazco Investment, LLC. DBA Susitna Bar & Grill – Beverage Dispensary 		
Non-Compliant Fireworks-Liquor and Marijuana licenses and permits		
Fireworks: All are in compliant Liquor: All are in compliant Marijuana: * Pending due to an internal audit		

Business Licenses and New Sales Tax Forms: Nothing new to report.

Remote Sales Tax Program:(MuniRevs)

November - There was a total of 88 business that submitted sales tax to the City, an increase of 10 businesses.

Update to the Uniform Code: Under review by the City Clerk.

Waivers issued by the City Clerk HMC 4.20.150 (F)				
The City Clerk shall report all waivers of penalties and fees to the Council at least once each calendar quarter.				
Quarterly Ending December 31, 2021 -				
Business Name	Waiver Period	Amount Waived	Date Approved	Approved by
Kine Co.	4th	60.01	12.10.21	City Clerk

Appeals: Nothing to report.

Elections: Nothing new to report.

PFD Garnishments: The MOA with the State of Alaska Dept of Revenue was submitted and approved.

Records and Information Management Project (RIM): City staff has begun working on preparing and moving records to the records room and destroying any records up for destruction in accordance with the City's Records Retention Schedule. (RRS) and that are not under records hold.

Other Office Administration:

The Clerk's Report has been revised; I removed the section that summarized your agenda for the current month and any action taken by boards and commissions which is also reflected on your current agenda. I also reformatted the marijuana, liquor and fireworks licenses and permits. If you have any questions about the new format, please contact me.

*Internal audit of excise tax accounts. I am conducting an internal audit on all excise tax accounts in the City. Business owners have been notified.