



To: Honorable Mayor and Houston City Council  
 From: Sonya Pevan, City Clerk  
 Through: Mayor Virgie Thompson  
 Date: March 2, 2022  
 Subject: City Clerk's Report – February 2022

**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- 230
<b>Marijuana Licenses – Active/Operating</b>		
<ul style="list-style-type: none"> <li>• #10316 Denali 420 Recreationals – Retail</li> <li>• #11050 Houston Grass Station – Retail</li> <li>• #10799 Alaska Buds LLC. – Standard</li> <li>• #12461 Guest Services – Standard</li> <li>• #13588 High North LLC. – Standard</li> <li>• #13663 Arctic Farm – Limited</li> <li>• #14885 Karma Grown Gardens, LLC. – Limited</li> <li>• #14956 50 Shades of Green – Standard</li> <li>• #16225 Green Ghost Farms – Limited</li> <li>• #16261 Matanuska Thunder Farms LLC. – Standard</li> <li>• #17409 Kine Co. LLC. – Standard</li> <li>• #17873 Freedom 49 Farms – Standard</li> <li>• #18516 Bro Bro Budz – Standard</li> <li>• #21021 Choice Extracts – Limited</li> <li>• #22396 Houston Refinery – Standard</li> <li>• #21022 Choice Extracts – Concentrate Manufacturing</li> </ul>		
<b>Marijuana Licenses – Expired/Surrendered</b>		
<ul style="list-style-type: none"> <li>• Lazy Mountain Harvest Expired – 8/31/19</li> </ul>		
<b>Liquor Licenses Active/Operating</b>		
<ul style="list-style-type: none"> <li>• # 533 Houston Lodge – Beverage Dispensary *waiver of operation</li> <li>• # 534 Bears Den – Package Store</li> <li>• # 4380 Jazco Investment, LLC. DBA Susitna Bar &amp; Grill – Restaurant or eating place</li> <li>• # 4526 Jazco Investment, LLC. DBA Susitna Bar &amp; Grill – Beverage Dispensary</li> </ul>		
<b>Non-Compliant Fireworks-Liquor and Marijuana licenses and permits</b>		
Fireworks: All are in compliant Liquor: All in compliant Marijuana: * See attached internal audit report.		

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

**Remote Sales Tax Program:**( MuniRevs)

**January-** There was a total of 99 business that submitted sales tax to the City, an increase of 3 businesses.

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

<b>Waivers issued by the City Clerk HMC 4.20.150 (F)</b>				
The City Clerk shall report all waivers of penalties and fees to the Council at least once each calendar quarter.				
Quarterly Ending <b>March 31, 2022</b> - Pending				
Business Name	Waiver Period	Amount Waived	Date Approved	Approved by
Cricket Wireless	1st	\$0.31	1.20.22	City Clerk
Alascom	1st	\$0.04	1.20.22	City Clerk
New Cingular Wireless	1st	\$8.97	1.20.22	City Clerk
Alaskan Auto Inc/NAPA	1st	\$168	2.14.22	City Clerk

**Appeals:** Nothing to report.

**Elections:** I received a budget quote from Dominion Voting for the purchase of election tabulation systems. This is being presented as ordinance 22-02 for consideration.

**PFD Garnishments:** working with staff and the Department of Revenue to update the users for PFD Garnishments.

**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.

City staff was unable to complete this goal for the month of February.

**Other Office Administration:** \*Internal audit of excise tax accounts has been completed please see the attached report.