



To: Honorable Mayor and Houston City Council
 From: Sonya Pevan, City Clerk *SP*
 Through: Mayor Virgie Thompson *VT*
 Date: December 1, 2021
 Subject: City Clerk's Report – November 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- 60 |
|--|------------------------------|---------------------------|
| Marijuana Licenses | | |
| Marijuana Retail Licenses | | |
| <ul style="list-style-type: none"> ● # 10316 Denali 420 Recreationals – Retail ● # 11050 Houston Grass Station – Retail | | |
| Marijuana Cultivation Licenses – Active/Operating | | |
| <ul style="list-style-type: none"> ● #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 ● #21022 Choice Extracts – Concentrate Manufacturing ● #22396 Houston Refinery – Standard | | |
| Marijuana Licenses – Active Pending Inspection or completion of certain requirements | | |
| <ul style="list-style-type: none"> ● #24871 DDIII - Standard- New ● #25721 Gold Leaf farms - Limited – New | | |
| Marijuana Licenses – Expired/Surrendered | | |
| <ul style="list-style-type: none"> ● Lazy Mountain Harvest Expired – 8/31/19 | | |
| Marijuana Licenses – Delegated | | |
| <ul style="list-style-type: none"> ● #21709 Solstice Green – Limited ● #26987 Caradundy Cultivation – Limited ● #28780 Van Geer Enterprises - Limited | | |
| Marijuana Licenses – Complete (60-day notice has been sent to governing body) | | |
| <ul style="list-style-type: none"> ● #28947 Double Eagle Farms | | |
| Liquor Licenses | | |

| |
|---|
| <ul style="list-style-type: none"> • # 533 Houston Lodge – Beverage Dispensary • # 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 |
| <p>Fireworks: All are in compliance. Liquor: All are in compliance. Marijuana: There are three marijuana businesses out of compliance. 50 Shades of Green, Kine Co. & Matanuska Thunder Farms.</p> |
| FORM AB-29: Waiver of Operation Application |
| <ul style="list-style-type: none"> • #533 Doris Jane Inc./Houston Lodge Received on November 22, 2021- Attached |

Business Licenses and New Sales Tax Forms:

The Clerk’s Office has implemented a new Business License Application for 2022 based on best practices and Ordinance 21-09 which takes effect January 1, 2022. Older applications will no longer be accepted.

Remote Sales Tax Program:(MuniRevs)

October - There was a total of 78 business that submitted sales tax to the City, a decrease of 3 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 - Pending | | | | |
| Business Name | Waiver Period | Amount Waived | Date Approved | Approved by |
| | | | | |

Council Agenda: (Items may be added after the date of this report)

Special orders of the day:

- ✓ None

Public Hearings:

- ✓ Resolution 21-23: Adopting the Fiscal Year 23-29 Capital Improvement Program.
- ✓ AM 21-35: MJ Non-Protest #2870 Van Geer Enterprises LLC.
- ✓ AM 21-36: MJ Non-Protest #17873 Freedom Farms 49 LLC.
- ✓ AM 21-37: MJ Non-Protest #13588 High North LLC.

Introductions: (Public Hearing Required or Recommended)

- ✓ Ordinance 21-10: Allocation and Acceptance of A Grant in the amount of \$109,800.00.
- ✓ Ordinance 21-11: Allocation from the Reserve Account in the amount of \$1,875.95.
- ✓ Resolution 21-26: Confirming State Legislative Priorities.

Consent Agenda:

- ✓ November 10, 2021 Regular Meeting Minutes.
- ✓ AM 21-33: Confirming the 2022 Regular City Council Meeting Schedule for the

Calendar Year 2022.

- ✓ AM 21-34: Authorizing City Clerk to sign the PFD MOA.
- ✓ AM 21-38: Approving Compensated hours for Mayor Thompson

You have the following item(s) for a work session/Committee of the Whole:

- ✓ Update from Administration Fiscal Year 2023-2029 Capital Improvement Plan.
- ✓ Discussion on Fiscal Year 2022 and Fiscal Year 2023 Legislative Priorities.

You have the following item(s) for consideration and vote:

- ✓ Resolution 21-23: Adopting the Fiscal Year 202-2029 Capital Improvement Plan.
- ✓ Resolution 21-24: Adopting an alternative Allocation Method for the Fiscal Year 2022 Shared Fisheries Program.
- ✓ Resolution 21-25: Recognizing Eugene Carl Haberman.

Executive Session:

- ✓ None

City Zoning Board Quasi-Judicial Items:

- ✓ None

Commissions and Committees Reports:

Planning & Zoning Commission – Approved September 30, 2021 Meeting Minutes and adopted Resolution 21-PC-05

Parks & Recreation Commission- Approved October 7, 2021 Meeting Minutes

Houston Land Use Advisory Commission-No action taken

Appeals: Nothing to report.

Elections: Pursuant to HMC 3.33.035 Preservation and Destruction of ballots. The, Regular Election Ballots have been scheduled to be destroyed by our vendor.

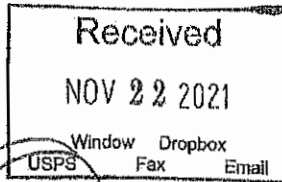
PFD Garnishments: I am requesting that the Council approve Action Memorandum No. 21-34, to allow me to renew the Memorandum of Agreement the City has with the State to garnish PFD's.

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:

Redistricting/ Precincts- On November 10 the State adopted the redistricting defining the new legislative districts for the next ten years, I have asked our region election supervisor to keep me updated on precinct boundaries which could affect our election budget for FY23. I will keep the Council updated. For more information visit <https://www.akredistrict.org/>.

SOA Elections- During AAMC training Amy and I received training on ranked choice voting. Just a reminder the City elections will not be by rank choice. For more information visit <https://www.elections.alaska.gov/>.



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-29: Waiver of Operation Application

What is this form?

This form is the means by which a licensee may request that the Alcoholic Beverage Control (ABC) Board waive the operating requirement of AS 04.11.330(a)(3) or (d). If a recreational site license has not been operated at least once in a calendar year, or if a license of any other type has not been operated for at least 240 hours in a calendar year, then a complete copy of this form and the corresponding fees must be submitted for that calendar year, per 3 AAC 304.170.

This application must be accompanied by a non-refundable waiver application fee of:

- for a 1st request, an amount equal to ½ the applicable biennial license fee; or
- for a 2nd or subsequent request, double the amount of the fee paid for the previous waiver application.

The ABC Board will determine whether, through no fault of the licensee or because the premises are under construction, the licensed premises could not be operated for the required time during the calendar year. The ABC Board may impose conditions along with the approval of an application for waiver, and it may deny a third or subsequent application for waiver. If an application for waiver is denied, an application for license renewal for the succeeding license period will be denied by the Board. In addition to the waiver application fee, the applicant must pay a late fee of \$1,000 for an application that is received too late for Board consideration at its last meeting of the calendar year for which the waiver is requested. Please check AMCO's website for meeting agenda deadlines.

Please note that a licensee must submit a separate completed copy of this form and pay a separate corresponding fee for each license and for each calendar year during which a license was not operated in compliance with AS 04.11.330.

Section 1 – Establishment Information

Enter information for the license that has not been operated for the time required under AS 04.11.330.

| | | | |
|-----------------------|--------------------------------|-----------------|--------|
| Licensee: | Doris Jane Inc. | License Number: | 533 |
| License Type: | Beverage Dispensary | | |
| DBA: | Houston Lodge | | |
| Premises Address: | | | |
| City: | Houston | State: | Alaska |
| | | ZIP: | 99694 |
| Local Governing Body: | City Of Houston Clerk's Office | | |

Section 2 – Request Number and Calendar Year

1st Request
 2nd Request
 3rd Request
 Other COVID

Request for Calendar Year 2021



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-29: Waiver of Operation Application

Section 3 – Reason for Non-operation

Provide an explanation as to why the licensed premises were not operated:

City of Houston,
 Clerk's Office
 Phone 907-892-6869 Fax 907-892-7677
 13878 W. Armstrong Road / PO Box 940027
 Houston, Alaska 99694

COVID RESTRICTIONS - COVID COMPLICATIONS

Section 4 – Certifications

The following must be completed for establishments located within the boundaries of a local governing body:

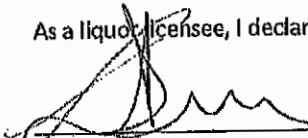
Read the line below, and then sign your initials in the box to the right of the statement:

Initials

I certify that I will provide a true copy of this application to the local governing body listed on Page 1 of this form prior to ABC Board consideration of this application.




As a liquor licensee, I declare under penalty of perjury that this form, including all attachments, is true, correct, and complete.



 Signature of licensee
 Laura Powell

 Printed name of licensee



 Notary Public in and for the State of Alaska.
 My commission expires: 9.29.24



Subscribed and sworn to before me this 19 day of November, 20 21.

| Office Use Only | | | |
|-------------------------|-----------|----------------|--|
| Waiver Application Fee: | Late Fee: | Transaction #: | |