



To: Honorable Mayor and Houston City Council  
 From: Sonya Pevan, City Clerk  
 Through: Mayor Virgie Thompson  
 Date: November 1, 2021  
 Subject: City Clerk's Report – October 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- 12
<b>Marijuana Licenses</b>		
Marijuana Retail Licenses		
<ul style="list-style-type: none"> <li>• # 10316 Denali 420 Recreationals – Retail</li> <li>• # 11050 Houston Grass Station – Retail</li> </ul>		
Marijuana Cultivation Licenses – Active/Operating		
<ul style="list-style-type: none"> <li>• #10799 Calm N Collective 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>• #21022 Choice Extracts – Concentrate Manufacturing</li> <li>• #22396 Houston Refinery – Standard</li> </ul>		
Marijuana Licenses – Active Pending Inspection or completion of certain requirements		
<ul style="list-style-type: none"> <li>• #24871 DDIII- Standard- New</li> <li>• # 25721 Gold Leaf farms - Limited – New</li> </ul>		
Marijuana Licenses – Expired/Surrendered		
<ul style="list-style-type: none"> <li>• Lazy Mountain Harvest Expired – 8/31/19</li> </ul>		
Marijuana Licenses – Delegated		
<ul style="list-style-type: none"> <li>• #21709 Solstice Green – Limited</li> <li>• #26987 Caradundy Cultivation - Limited</li> </ul>		
Marijuana Licenses – Complete (60-day notice has been sent to governing body)		
Liquor Licenses		

- # 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**

Fireworks: All are in compliance.

Liquor: All are in compliance.

Marijuana: There are four marijuana businesses out of compliance. 50 Shades of Green, Arctic Farms, Kine Co. & Matanuska Thunder Farms.

**Business Licenses and New Sales Tax Forms:**

Nothing new to Report

**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.

There were no waivers issued in October.

**Remote Sales Tax Program:** MuniRevs -

**September** - There was a total of 81 business that submitted sales tax to the City, an increase of 4 businesses.

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

**Appeals:** Nothing to report.

**Council Agenda: NOTE: Items may be added after this report has been submitted.**

**Special orders of the day:**

- ✓ Mayoral Proclamation honoring Veterans Day
- ✓ Proclamation honoring Jim Varsos, "Hobo Jim"

**Public Hearings:** You have the following Public Hearing(s).

- ✓ Ordinance 21-08: Coded Ordinance amending HMC 10.01.040, Land Use Regulations.
- ✓ Ordinance 21-09: Coded Ordinance amending HMC 4.20, Sales Tax.
- ✓ Action Memorandum 21-30: Non-Protest for MJ License # 18516 Bro Bro Budz LLC.

**Introductions:** You have the following items up for introduction.

- ✓ Resolution 21-23: A Resolution adopting the six-year Capital Improvement Program. (HMC 4.01.080). This resolution requires a public hearing.

**Consent Agenda:**

- ✓ October 11, 2021 Special Meeting Minutes.
- ✓ October 14, 2021 Regular Meeting Minutes
- ✓ October 26, 2021 Special Joint Meeting Minutes
- ✓ Action Memorandum 21-32: Authorizing the City Clerk to amend previously adopted minutes of May 13, 2021.

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

- ✓ Action Memorandum 23-31: Confirming Shanie Heger to the Houston P&Z Commission.
- ✓ Resolution 21-22: Amending the Land Use Committee.

**Executive Session:**

- ✓ The Annual Evaluation of the City Treasurer.

**City Zoning Board Quasi-Judicial Items:**

- ✓ None

**Commissions and Committees:**

Planning & Zoning Commission – Cancelled Regular Meeting.

Parks & Recreation Commission- Approved their September 2, Regular Meeting Minutes.

Houston Land Use Advisory Commission- No Meeting.

**Elections:**

The October 5, 2021 was certified on Monday, October 11, 2021, all official ballots will be destroyed in accordance with HMC 3.33.035.

**PFD Garnishments:** The Clerk’s office garnished ten (10) permanent fund dividends” PFD”s in the amount of \$ 2,785.60 in accordance with the Writ of Execution we have on file.

**Records and Information Management Project (RIM):** National Records and Information Management month is celebrated each year in April. The City Clerks office will begin working on updating the City’s Records Retention Schedule (RRS) and finalizing the City’s Records and Information Management (RIM) Program in accordance with HMC 2.50.090

**Other Office Administration:**

***Training-*** Amy and I will be out of the office November 18<sup>th</sup> and November 19<sup>th</sup> for Training. Please contact Marilyn the Public Works Clerk if you need anything.