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Gary Christenson, Mayor

**2020 ANNUAL BOARD/COMMISSION REPORT TO THE CITY CLERK
PURSUANT TO CITY OF MALDEN ORDINANCE 1.7**

I. Preliminary Information

Name of Board or Commission:	Cannabis Licensing and Enforcement Commission (CLEC)
Name of Chair:	Ron Hogan
Name of Clerk:	Kathleen Manning Hall
Number of Members:	5
No. of meetings held per year:	Initially met monthly, but then weekly to ensure the timely progression of the process.
Explain how Board/Commission has fulfilled functions in the past year:	<ul style="list-style-type: none"> • The CLEC convened in March of 2019 at which time it opened an application process, reviewed applications, and interviewed 8 potential candidates. • Initially 3 candidates were moved forward to the next phase of licensing. • Three who were not moved forward appeared again before the CLEC for reconsideration. Of these candidates one was voted to move forward. • The CLEC is currently requesting amendments to the Ordinance to the City Council. • Of the four applicants selected to move forward, three are in the process of presenting special permit applications to the City Council. Due to COVID-19 the process is currently on hold.

Please list Members' names, addresses, date of appointment and when term expires: (attach additional sheets if necessary)

MEMBERS	APPOINTMENT DATE	TERM EXPIRES
Ron Hogan, Financial Background	March 13, 2019	Ex Officio
Kevin Molis, Police Chief	March 13, 2019	Ex Officio
Nelson Miller, Building Commissioner	March 13, 2019	Ex Officio
Diana Jeong, Mayor's Appointment	March 13, 2019	March 13, 2022
Jenelle DeVitts, Council Appointment	June 11, 2019	June 11, 2022
Kathleen Manning Hall, Clerk	March, 2019	<i>until successor is qualified & appointed</i>

2. Overview of Board/Commission

Please issue a **brief** statement about the general purpose and mission of this Board/ Commission:

The CLEC and the City have designed a licensing process with the goal of licensing those operators who will operate establishments that meet the highest of standards.

3. REVENUE: Please list the revenue(s) coming into this Board/ Commission. **NOT APPLICABLE ✓**

From City Budget	
From State Budget	
From Federal Budget	
Grant Monies	
Licenses/Fees	
Other	

4. EXPENDITURES: Please list the expenditures of this Board/Commission. **NOT APPLICABLE**

Expenditures of Board/Commission	Explanation
Personnel Costs	<i>Yearly stipends: \$29,600</i>
Equipment Costs	
Postal Costs	
Leasing Costs	
Other	

5. ASSETS: Please list all major assets under the control of this Board/Commission. *(Please include materials, tools, vehicles, equipment and property on hand as of 12/31/19.* **NOT APPLICABLE ✓**

Asset	Value

6. **PROGRAMS:** Please list all programs under the direction of this Board/Commission. (Please detail where and how these programs originate, i.e. statutory, internal, etc.)

NOT APPLICABLE ✓

Program	Description

7. **CHALLENGES:** Provide a brief description of three challenges this Board/Commission faces.

1.	There will always be more demand for licenses than the City is able to provide.
2.	Assuring citizens that businesses will be of the highest caliber and that strict safety protocols will be adhered to.
3.	Assisting applicants through a brand-new process in the City.

8. **GOALS:** Describe three goals this Board/Commission has for the year ahead.

1.	Recommend Ordinance amendments to the City Council.
2.	Process the current applicants through to licensing.
3.	Reopen the process for remaining available license(s) once current applicants are licensed and operating.

 Ronald B. Hogan

Signature of Chair

Date: June 30, 2020