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**Gary Christenson, Mayor**

**2021 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:	Jenelle DeVits
Name of Clerk:	Kathleen Manning Hall
Number of Members:	5
No. of meetings held per year:	Mostly monthly, unless we are actively interviewing applicants for licenses or in deliberation, then we meet more regularly.
Explain how Board/Commission has fulfilled functions in the past year:	CLEC has continued to accept and review applications for Marijuana Establishment licenses and we continue to discuss ongoing changes in state law and have requested certain amendments to the City Ordinance in light of process to date and changes to state law. CLEC recently just moved one additional retail applicant forward and will continue to monitor the process of the previous two applicants that have received special permits and community host agreements as they move forward for licensure.

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

NAME	APPOINTMENT DATE	TERM EXPIRES
Jenelle DeVits, Council Appointment	June 11, 2019	June 11, 2022
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

**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 12/31/20.* **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 is more demand for retail licenses than the City may provide by ordinance, which is capped at 5 retail licenses.
2.	Applications were initially submitted by hard copy only and not electronically resulting in hundreds of pages of application materials that need to be scanned and redacted as necessary in order to post on website.
3.	The City Zoning Ordinance is very restrictive when it comes to Marijuana Establishments so there are limited parcels of land that qualify for applicants to locate.

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

1.	Recommend ordinance amendments to the City Council and get a joint meeting between CLEC and the ordinance committee to discuss such amendments, including for microbusiness and delivery as applicable.
2.	Continue refining the application process and monitoring applicants as they go through the process for licensing and continue to accept applications for remaining retail licenses and ongoing manufacturing, cultivation and distribution licenses.
3.	Have each former, current and new applicant send in a PDF scan copy of their applications and work with solicitor's office to redact as necessary under state law such that CLEC can post all applications and materials received to the public on the website.

*Jenelle DeVits*  
Signature of Chair

Date: *April 30, 2021*