

MEMO TO: Mayor and City Councilmembers

FROM: Jonathan Greene, City Manager

DATE: November 23rd, 2021

SUBJECT: Approve the point system used to evaluate Class C Marihuana license applications

Recommendation: Approve the point system rubric used by the marihuana licensing review committee to review applications deemed complete by the City Clerk, for marihuana facilities and/or adult-use establishments. Pursuant to Section 16-515 (b) of the City of Jackson Code of Ordinances (License application committee).

Attachments: Scoring point system rubric.

DEPARTMENTAL REPORT

MEMO TO: Jonathan Greene, City Manager

FROM: Shane LaPorte, Director of NEO

DATE: Council Meeting- November 23rd, 2021

RECOMMENDATION: Approve the point system rubric used to evaluate Class C Marihuana license applications

SUMMARY

The City of Jackson has Four (4) Class C Grower/Processor Licenses under the MMFLA (maximum of 1,500 medical marijuana plants) and four (4) Class C Grower/Processor Licenses under the MRTMA (maximum of 2,000 adult use available). Pursuant to Section 16-515 (b) of the City Code of Ordinance the current point scoring rubric was evaluated by members of the licensing review committee, and it was determined changes were necessary for the evaluation of Class C Grower/ Processor facilities.

BUDGETARY CONSIDERATIONS

None

HISTORY, BACKGROUND and DISCUSSION

The City of Jackson has Four (4) Class C Grower/Processor Licenses under the MMFLA (maximum of 1,500 medical marijuana plants) and four (4) Class C Grower/Processor Licenses under the MRTMA (maximum of 2,000 adult use available).

Pursuant to Section 16-515 (b) of the City Code of Ordinance the current point scoring rubric was evaluated by members of the - License Application Committee

.(b)The committee shall review applications deemed complete by the city clerk for medical marihuana facilities and/or adult-use establishments pursuant to a set of guidelines to be determined by the committee and approved by city council. Incomplete applications will not be reviewed by the committee. The guidelines established by the committee and approved by city council shall include, but not be limited to, the following areas of assessment of the applicant and its stakeholders: financial status and history, business history, regulatory compliance history, criminal history, tax payment history, litigation history, and bankruptcy history. In addition, the marihuana licensing committee shall establish a point system to evaluate the location of the proposed facility and the structure which will contain the facility, job opportunities created by the applicant, and the community impact of the proposed facility and the social responsibility of the applicant and its stakeholders. The guidelines will be posted on the City of Jackson webpage once approved by the city council.

After review of the current point system scoring rubric it was determined by members of the license application committee that changes to the point system were necessary to evaluate Class C Marihuana license applications. Members of the committee sought feedback on proposed changes to the scoring rubric from the Chief Building Official Brian Taylor, Director of Planning Chris Atkin, and City Attorney Matt Hagerty.

A new scoring rubric was created to be used during the Class C Marihuana license application process.

ATTACHMENTS: Point scoring rubric.

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SCORING FACTORS for Class C Marihuana License Applications, Recreational and Medical
Calculated based upon exceeding the minimum City ordinance standards by the quantity noted below
(commitments to be verified before license issuance or annual renewal)

Building Factors						Totals
Security Plan	2 points for installing a 360 degree high definition exterior video surveillance which offers the City Police Department 24 hour access					
	2 points for 24 hour on site security personnel.					
	1 point for installing cameras capable of capturing license plate images at all point of entry to the property					
	1 point for installing high definition interior video surveillance which offers the City Police Department 24 hour access					

Site Factors						
Landscaping – sizes and types must comply with the City Code of Ordinances Chapter 28, Article IV, Sec. 28-105	1 point for each 5 canopy or coniferous trees exceeding the minimum requirements					
	1 point for each 10 shrubs exceeding the minimum requirements					
Area Improvements – defined as any area located outside of the property line. Within 500 ft. of the property boundaries	1 point (up to 15 points) for each off site amenity calculated as follows: <ul style="list-style-type: none"> • Per 2 City approved decorative light poles • Per 5 City approved street trees • Per 50 linear feet of new public sidewalk 					
Water Quality/Storm Water Management	1 point (up to 4 points) for the use of a SEMCOG defined BMP (see Storm water Management Manual)					
	5 points for retaining the first flush, 10 points for complying with post storm water management, or lose 10 points for not retaining the first flush					
Other Factors (commitments to be verified before license issuance or annual renewal)						
Employees	1 point for each 10 permanent full time jobs created					
	1 point for each permanent full time local job created					
	1 point for providing a starting wage of no less than \$15.00 per hour, 2 points for starting at \$20.00 per hour, 3 points for starting at \$25.00 per hour, 4 points for starting at \$30.00 per hour , or lose 10 points for the starting wage below \$15.00 per hour.					

Employees (cont.)	1 point for providing health care to all employees, 2 points for providing employee health care insurance with no more than \$1,000 out of pocket employee costs, 3 points for providing employee health care with no more than \$500 out of pocket employee costs, 4 points for providing employee health care with no out of pocket employee costs, or lose 10 points for not providing employee health care. Points in this category are not cumulative.					
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	1 point for providing a 3% matching deferred compensation plan (i.e. 401k, 401a, etc.), 2 points for providing a 4% match, 3 points for providing a 5% match, 4 points for providing a 6% match, or lose 10 points if not provided at all (must include immediate vesting for employee and employer contributions)					
Contractors	1 point for the use of County based construction contractors, 2 points for the use of City based construction contractors. Proof of contractors shall be submitted and verified by the Marihuana Licensing Committee prior to phase 2 of the licensing process.					
	5 points for using Jackson County based vendors located outside the City of Jackson for at least 25% of all project construction materials and supplies. 10 points for using local City of Jackson vendors for at least 25 % of all project construction materials and supplies. Proof of vendor purchase shall be submitted by the applicant and verified by the Marihuana Licensing Committee prior to phase two of the licensing process. May combine the percentages to equal 15 point max					
Total Capital Investment (excludes the property purchase price)	1 point for investing between \$1 and \$1.5 million dollars, 2 points for investing between \$1.5 and 2 million dollars, 4 points for investing between \$2 and \$2.5 million dollars, and 6 points for investing over \$2.5 million dollars. 5 points					

	for the reuse or repurpose of an existing building that has not been in use for at least 6 months. 10 points for the repurpose/ reuse or construction of a new facility in the designated MLK Corridor Improvement authority boundaries.					
Local Experience	5 points if the applicant has a business within the boundaries of Jackson County. 1 point if the investor has favorable previous business experience in the City of Jackson					
Taxation	1 point for contractors and business owners annually reporting K-1s or any other tax reporting instruments to the City Treasurer					
1st Tie Breaker					Yes	No
No less than 50% of the investors, entity owners, and/or operators are City residents						
2nd Tie Breaker						
Random drawing						