

24-056 & 24-057
ADMINISTRATION AND FINANCE COMMITTEE
MEETING REPORT
TUESDAY, MARCH 26, 2024, 2024 @ 6:00 P.M.

Attendees: Council President Isaac “Zac” Bears, Committee Chair; Council Vice President Kit Collins, Committee Vice-Chair; Councillor Emily Lazzaro; Councillor Matt Leming; Councillor Justin Tseng; Councillor George Scarpelli (non-voting member); City Clerk Adam Hurtubise; other participants as noted in the body of this report.

President Bears called the meeting to order at 6:18 p.m. on March 26, 2024 in the Medford City Council Chambers on the second floor of Medford City Hall, and via Zoom. Minor technological difficulties delayed the start of the meeting. The purpose of the meeting was to discuss linkage fees, including bringing the Linkage Fee Ordinance into compliance with state law and adding affordable housing to the linkage fee structure (Papers **24-056** and **24-057**).

President Bears thanked participants for attending. He provided a brief description of the purpose of the meeting. He said that our linkage ordinance is 34 years out of date. He said he appreciates Councillor Leming’s research and other work on this topic. He said that there would be proposed corrections to the ordinance to bring it into compliance with state law, and to add affordable housing to the fee structure, which was allowed under the original law but not enacted by Medford. He said that the work so far was reviewed and approved by counsel.

Councillor Leming said that he is proposing minor changes to the linkage ordinance, and he cited the proposed changes. The changes are to 94-10, 1, 2, 3, and 4. He detailed the changes. He said that once the language is adjusted, the city can fund the affordable housing trust through linkage fees. The fees could be updated every three years.

Councillor Tseng thanked Councillor Leming. He said that these changes are clear cut and stick to the original intent of the ordinance. Vice President Collins said that she is glad that this was previously reviewed by legal counsel. She said it is important to know what linkage fees are. She said that these fees are levied upon developments to correlate with the municipal public sector for impacts on police, fire, water and sewer, and housing availability. She said she would look forward to working with the Mayor to update the ordinance every three years.

Councillor Leming said he noticed some housekeeping issues with the draft he submitted. He said he might have left some incorrect references in the draft that might need to be corrected. He moved to correct the references.

Councillor Leming moved to make the necessary corrections and send a corrected document (Councillor Tseng second)—approved.

President Bears said that this is a zoning ordinance change so it is going to have to go through the zoning ordinance amendment process.

Housing Planner Adithi Moogoor said PDS staff has reviewed the draft. She said that the proposal to use development fees for affordable housing is timely. She said we also have an inclusionary housing program requiring residential developments of a certain size to provide affordable housing. She said that there are quite a few references to density bonus and the City does not have a density bonus program.

President Bears said all parties will be involved as this moves through the zoning process.

Vice President Collins moved to keep the paper in committee and hearing staff comments on the proposed ordinance changes.

Vice President Collins withdrew her first motion and moved to report the paper out of committee (Councillor Leming second)—approved.

Vice President Collins moved to adjourn at 6:45 p.m. (Councillor Tseng second)—approved.

President Bears adjourned the meeting at 6:45 p.m.