



**MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN**

December 11, 2025

Via Electronic Delivery

To the Honorable President and
Members of the Medford City Council
Medford City Hall
Medford, MA 02155

Re: Personnel Ordinance

Dear President Bears and City Councilors:

I respectfully request and recommend that the City Council approve the following amendment to the Revised Ordinances Chapter 66 entitled "Personnel," Article II entitled "Reserved" (the city's "Classification and Compensation Plan)," formerly included as Art. II §§, 66-31—66-40, by adopting the following change:

Amendment A

The language of "NPW-21" shall be amended to remove the following position and a new classification of "NPW-21.5" be created to include the following position, as per the below table:

"Assistant City Engineer"

step 1	step 2	step 3	step 4
2,036.09	2,124.80	2,200.54	2,278.61

Amendment B

A new classification of "NPW-16" be created to include the following position, as per the below table:

"Project Manager"

step 1	step 2	step 3	step 4
1,364.12	1,416.54	1,471.49	1,528.81

DPW Commissioner Tim McGivern and City Engineer Owen Wartella will be available to speak to this request.

Respectfully submitted,


Breanna Lungo-Koehn
Mayor

**85 George P. Hassett Drive, Medford, MA 02155
781-396-5500 * www.medfordma.org**