



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

December 10, 2025

**Via Electronic Delivery**

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

**Re: CPA Appropriation Request – Riverside Plaza Shade Improvements Additional Contingency**

Dear President Bears and City Councilors:

On behalf of the Community Preservation Committee, I respectfully request and recommend that your Honorable Body approve the following recommendation of the Community Preservation Committee:

Requesting the appropriation of \$40,000.00 from the CPA Open Space Reserve to the City of Medford's Office of Planning, Development, and Sustainability, to fund additional contingency needs for the Riverside Plaza Shade Improvements Project.

The project will be tracked in the Community Preservation Fund. The CPC recommendation letter is attached and incorporated. Community Preservation Act Manager Theresa Dupont will be in attendance to address the Council.

Thank you for your consideration.

Respectfully submitted,

  
Breanna Lungo-Koehn  
Mayor

Enclosure

**85 George P. Hassett Drive, Medford, MA 02155  
781-396-5500 \* [www.medfordma.org](http://www.medfordma.org)**



## Funding Recommendation Decision

December 9, 2025

**Applicant Name:** City of Medford – Office of Planning, Development, and Sustainability

**Applicant Address:** 85 George P. Hassett Drive, Room 308, Medford MA 02155

**Project:** Riverside Plaza Shade Improvements Additional Contingency

On December 9, 2025 the City of Medford Community Preservation Committee (“CPC”) voted 8-0 to recommend to City Council that the City of Medford’s Office of Planning, Development, and Sustainability be awarded \$40,000 of Community Preservation Act (“CPA”) funds for the Riverside Plaza Shade Improvements Project, to meet additional contingency funding needs. In reaching their decision, the CPC found that the project meets the CPA objective of improving Medford’s open space amenities.

### Conditions of Approval:

1. The project shall have public engagement opportunities on the final design choices, including any art installation(s).
2. This project is to result in no net reduction to tree canopy; PDS must ensure that all displaced trees are replanted in an appropriate location or replaced in-kind.

Signed by:

*Roberta Cameron*

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Roberta Cameron, Chair  
Community Preservation Committee