



MEDFORD, MASSACHUSETTS
MAYOR BREANNA LUNGO-KOEHN

January 14, 2026

Via Electronic Delivery

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

Re: Capital Stabilization Fund Appropriation Request

Dear President Bears and Members of the City Council:

I respectfully request and recommend that your Honorable Body approves the following appropriation from the Capital Stabilization Fund:

That the City of Medford (the “City”) hereby appropriates the amount of three hundred thousand (\$300,000) Dollars for the purpose of paying feasibility study and schematic design costs related to a potential Accelerated Repair Project involving a potential roof and heat pump conversion replacement project at Roberts Elementary School, including the payment of all costs incidental or related thereto (the “Project”), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the City has applied for a grant from the Massachusetts School Building Authority (the “MSBA”), said amount to be expended under the direction of the Medford School Committee.

To meet this appropriation, the Mayor, with the approval of the City Council, is authorized to use funds from the Capital Stabilization Account in said amount.

The City acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA’s Board of Directors votes to invite the City to collaborate with the MSBA on this proposed repair project, any project costs the City incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the City.

The Capital Stabilization Fund currently has a balance of \$10,531,346.

Thank you for your kind attention to this matter.

Respectfully submitted,

Breanna Lungo-Koehn
Mayor