



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

June 20, 2024

Via Electronic Delivery

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

Re: Proposed Wage Adjustment for Non-Union Personnel

Dear President Bears and Members of the City Council:

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 changes:

Amendment A

Non-Union Personnel*:

- Effective January 1, 2024: increase the base salary of all non-union titles by 1%
- Effective July 1, 2024: increase the base salary of all non-union titles by 2%

I further request and recommend that CAF-22 (the Mayor’s position) be excluded from the cost of living adjustments (COLA) afforded to non-union personnel between 2021 and 2024, and something less than the general 2% increases be made to CAF-22, such as a mix of 0% and 1% increases. Suggested increases would be 1/1/2020 – 0%, 1/1/2021 – 1%, 1/1/2022 – 1%, 1/1/2023 – 1%, 1/1/2024 – 0%, 7/1/2024 – 1%.

The following is a table of the historical COLAs attributed to CAF-22:

| | date | | step 1 | step 2 | step 3 | step 4 | step 5 |
|----------------|----------|------|------------|--------|--------|--------|--------|
| CAF - 22 MAYOR | 7/1/2011 | | 130,014.62 | | | | |
| | 7/1/2012 | n/a | | | | | |
| | 7/1/2013 | 2.5% | 133,264.98 | | | | |
| | 7/1/2014 | 2% | 135,930.28 | | | | |
| | 7/1/2015 | 0% | 135,930.28 | | | | |
| | 1/1/2016 | 0% | 135,930.28 | | | | |
| | 1/1/2017 | 0% | 135,930.28 | | | | |
| | 1/1/2018 | 0% | 135,930.28 | | | | |
| | 1/1/2019 | 0% | 135,930.28 | | | | |
| | 1/1/2020 | 0% | 135,930.28 | | | | |
| | 1/1/2021 | 0% | 135,930.28 | | | | |
| | 1/1/2022 | 0% | 135,930.28 | | | | |
| | 1/1/2023 | 0% | 135,930.28 | | | | |



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Amendment B

The language of “CAF-19” shall be amended to include the following position:

“Human Resources Director”

Amendment C

Per the Council’s request, the language of “CAF-21” shall be amended to remove the following position and a new classification of “CAF-21.5” be created to include the following position, as per the below table, which takes into account the above cost of living increases:

“City Solicitor”

| | date | | step 1 | step 2 | step 3 | step 4 | step 5 |
|---------------------------|----------|----|------------|------------|------------|------------|------------|
| CAF - 21.5 City Solicitor | | | | | | | |
| | 7/1/2024 | 2% | 138,648.89 | 143,683.59 | 148,901.12 | 154,308.11 | 159,911.44 |

Thank you for your kind attention to this matter.

Respectfully submitted,


Breanna Lungo-Koehn
Mayor