



Medford City Council
Medford, Massachusetts

Committee of the Whole, April 21, 2026

City Council

Isaac B. “Zac” Bears
Anna Callahan
Emily Lazzaro
Matt Leming
Liz Mullane
George A. Scarpelli
Justin Tseng

This meeting will take place at 6:00 P.M. via Zoom Only.

Zoom Link:

<https://us06web.zoom.us/j/87169230502?pwd=6k4fP90o62ZGAnM71y77aj9OZ0q8AH.1>

Call-in Number: +13092053325,,87169230502#,,,,*500795#

Live: Channel 22 (Comcast), Channel 43 (Verizon), [YouTube](#), and medfordtv.org.

To submit written comments, please email cmembers@medford-ma.gov.

CALL TO ORDER & ROLL CALL

ACTION AND DISCUSSION ITEMS

26-061 - Annual Budget Process for FY2027 - Preliminary Budget Meeting #1

Adjournment



ISAAC B. "ZAC" BEARS
President

City of Medford

OFFICE OF THE CITY COUNCIL

City Hall
85 George P. Hassett Drive
Medford, Massachusetts 02155

Residence
625 Fellsway West
Medford, MA 02155

Contact
781-391-5623
ibears@medford-ma.gov

To: Mayor Breanna Lungo-Koehn
From: City Council President Isaac B. "Zac" Bears
Date: March 31, 2026
Re: City Council FY27 Budget Recommendations

Dear Mayor Lungo-Koehn,

Thank you for the work of our city team on the FY27 budget process. I appreciate that several Council recommendations for the FY26 budget were funded in this fiscal year, including the Linkage Fee Study and the initiation of the updates to the City's Financial Software.

Below are the collective recommendations of the City Council to include in the Fiscal Year 2027 City Budget as approved at our March 24, 2026 Regular Meeting. Additionally, I have attached the individual recommendations of councilors as a separate PDF document. We look forward to working with you and your team to include these recommendations in the budget this year.

Level-Service Budget for Medford Public Schools and City Departments

1. Maintain Level-Service Funding for MPS and City Departments

- a. Meet the School Committee's budget request for the Medford Public Schools and the Board of Library Trustees' request for the Medford Public Library
- b. For city departments, Councilors identified specific focuses on the Community Liaisons Program, Translation Services, Mental Health Services, Rodent Control, and All Grant Funded Positions in PDS and Health Departments
- c. **Estimated Impact: TBD based on Preliminary Budget Meetings**

New Ongoing Expenditures

2. Increase Funding for Assessing Department to Implement Residential Exemption

- a. The Council has voted to pursue a Residential Exemption for the FY27 tax year and the Assessing Department has indicated that 1 to 2 additional full-time staff members would be necessary to process exemption applications.
- b. These staff members could also assist residents who are applying for other exemptions, such as seniors and veterans.
- c. **Estimated Impact: \$100,000 to \$200,000**

3. **Fund Medford Family Network to Prevent Cuts**
 - a. Provide city funding to the Medford Family Network to ensure continued services and replace any funding that is being lost in FY27.
 - b. **Estimated Impact: Up to \$300,000**

4. **Approve Budget Reallocation for Updated City Messenger/Council Assistant Position**
 - a. Support the requested Legislative Department budget to fund the updated City Messenger/Council Assistant position outlined in the new City Charter approved by the voters in November 2025.
 - b. **Estimated Impact: \$0 (reallocation of existing Legislative Department funds from FY26 ordinary budget to FY27 personnel budget)**

5. **Increase Arts and Culture Funding/Support and Funding for Library Staff**
 - a. Provide additional funding for Medford Arts Council to support local arts organizations and create a timeline to re-establish a permanent city Arts and Culture staff position to support the arts community
 - b. Increase pay for part-time librarians at the Medford Public Library to ensure fair wages and ensure positions are competitive with similar positions neighboring communities
 - c. **Estimated Impact: Minimum \$100,000**

6. **Increase Funding for DPW, Engineering, and Facilities Departments for Improved Street Repair and Safety, Tree Planting, and Capital Improvements**
 - a. Fund street repair and safety improvements building on the FY2026 recommendations of the Medford Bicycle Advisory Commission, including but not limited to:
 - i. Engineering staff focused on walking, biking, and transit to implement Vision Zero and Complete Streets
 - ii. Increase funding for DPW staff positions for restriping, adjusting signal timing, patching potholes, and shrinking repair backlog
 - iii. Budget to purchase install and maintain road safety markings, signage, and bike-related equipment
 - b. Fund our Urban Tree Management Plan and enable volunteers to conduct the volunteer tree planting program, including a half-time DPW volunteer coordinator for a volunteer tree planting program
 - c. Funds to improve snow removal work, including a city program to clear the list of priority sidewalks and bus stops developed by the Council and DPW in 2021
 - d. **Estimated Impact: Minimum \$250,000**

7. **Fund Therapeutic Recreation Specialist and Office Manager in Recreation Department and a Citywide Inclusion Specialist**

- a. The Council has been working alongside residents with disabilities and their families to improve city services and inclusion across the city and community, which has identified these staffing needs.
- b. **Estimated Impact: \$200,000**

8. Fund Fire Department Dive Team Training and Equipment

- a. Given our extensive waterways, the Council believes it is a priority to add a dive team in the Fire Department. Councilor Lazzaro received the financial cost estimate during discussions with Fire Chief Evans.
- b. **Estimated Impact: \$122,933**

One-Time Expenses

9. Nexus Studies for Inclusionary Zoning and Transportation Demand Management

- a. Provide a written update on the Linkage Fee study, and whether that also serves as an economic impact nexus study that will allow us to update the inclusionary zoning and implement a Transportation Demand Management program
- b. If still needed, please fund the nexus economic impact studies that are necessary to update our key affordable housing and transportation programs
- c. This one-time cost could be funded by stabilization funds or free cash reserves.
- d. **Estimated Impact: \$100,000**

Sincerely yours,
Zac Bears

cc: Chief of Staff Nina Nazarian and Finance Director Bob Dickinson

Dept 155 INFORMATION TECHNOLOGY				
Departmental Budget				
		FY26 Budgeted	FY26 Actuals as of 4/06/2026	FY27 Proposed
Personnel				
010-155-5110	Permanent Employees	\$ 122,137.00	\$ 93,474.87	\$ 125,191.04
010-155-5121	Part-Time Employees		\$ -	\$ -
	Fringe benes to employees		\$ -	\$ -
010-155-5135	Stipends		\$ -	\$ -
Personnel Totals:		\$ 122,137.00	\$ 93,474.87	\$ 125,191.04
Ordinary Expenses				
010-155-5240	Repair & Maint - Office Equipment		\$ -	\$ -
010-155-5306	Professional Services	\$ 18,000.00	\$ 14,409.86	\$ 88,000.00
010-155-5340	Communications - Telephone	\$ 7,000.00	\$ 3,715.45	\$ -
010-155-5420	Office Supplies	\$ 4,000.00	\$ 5,059.85	\$ 4,000.00
010-155-5710	Dues, Confrences	\$ 500.00	\$ -	\$ 500.00
010-155-5855	Computer Equipment	\$ 60,700.00	\$ 27,263.76	\$ 60,700.00
010-155-5856	Communication Applications	\$ 147,920.00	\$ 21,122.95	\$ 242,920.00
010-155-5857	Communication Equipment	\$ -	\$ -	\$ -
Expense Totals:		\$ 238,120.00	\$ 71,571.87	\$ 396,120.00
Departmental Totals:		\$ 360,257.00	\$ 165,046.74	\$ 521,311.04

FY26 to FY27 Dollar Change	FY26 to FY27 Percent Change
\$ 3,054.04	2.50%
\$ -	#DIV/0!
\$ -	#DIV/0!
\$ -	#DIV/0!
\$ 3,054.04	2.50%
\$ -	#DIV/0!
\$ 70,000.00	388.89%
\$ (7,000.00)	-100.00%
\$ -	0.00%
\$ -	0.00%
\$ -	0.00%
\$ 95,000.00	64.22%
\$ -	#DIV/0!
\$ 158,000.00	66.35%
\$ 161,054.04	44.71%

Personnel Services Summary				
Position Title	FY26 Budgeted		FY27 Proposed	
	# of Positions	Amount	# of Positions	Amount
Information Tech. Director	1	122,137.33	1	125,191.04
Dept. Totals	1	122,137.33	1	125,191.04

Change FY26 - FY27	% Change FY26 - FY27
3,053.71	2.50%
3,053.71	2.50%

Below is a comparison from FY26 budgeted numbers to FY27 budgeted numbers. If there is a net increase between FY26 to FY27, please identify below for fixed cost growth and new expenses. Fixed cost growth includes contractual or other increases to *existing* staffing that were initiated by the Administration and approved by the City Council, increased costs to *existing* supply and service costs, etc. New expenses are for all *proposed* increases to staffing

FY26	360,257.00
FY27	521,311.04
Net increase/(decrease)	161,054.04

Fixed Cost Growth			
Account Number	Account Name	Total Cost	Explanation
010-155-5110	Permanent Employees	\$ 3,054.04	COLA
010-155-5306-0000	Prof Services	\$ 70,000.00	Absorbing 6 months cost for Toss as federal funds expire 12/31/26
010-155-5856-0000	Computer Applications	\$ 95,000.00	Absorbing 6 months cost for Office 365 and Cybersecurity as federal funds expire 12/31/26

New Expenses			
Account Number	Account Name	Total Cost	Explanation

Dept. 145 | TREASURER/COLLECTOR

Departmental Budget				
		FY26 Budgeted	FY26 Actuals as of 04/14/26	FY27 Proposed
Personnel				
010-145-5110	Permanent Employees	\$ 468,128.00	\$ 357,042.84	\$ 481,228.25
010-145-5111	Part-Time Employees	\$ 26,006.00	\$ 7,022.59	\$ 26,403.04
010-145-5135	Stipends	\$ 1,000.00		\$ 1,000.00
010-145-5150-1111	Longevity	\$ 2,700.00	\$ 2,700.00	\$ 4,900.00
010-145-5150-1115	Sick-Leave Incentive		\$ -	
	Sick-Leave Buyback (Estimate)		\$ -	\$ -
Personnel Totals:		\$ 497,834.00	\$ 366,765.43	\$ 513,531.29
Ordinary Expenses				
010-145-5240	Rep/Maintenance - Office Equip	\$ 2,475.00	\$ 1,853.64	\$ 2,975.00
010-145-5301	Professional Services - Financial	\$ 500.00	\$ 286.25	\$ 500.00
010-145-5306	Professional Services -Data Proc	\$ 181,000.00	\$ 137,415.60	\$ 185,000.00
010-145-5308	Professional Services - Banking	\$ 8,000.00	\$ 4,500.85	\$ 8,000.00
010-145-5343	Communication-Postage	\$ 75,000.00	\$ 47,012.82	\$ 82,000.00
010-145-5420	Office Supplies	\$ 7,000.00	\$ 3,988.30	\$ 7,000.00
010-145-5580	Other Supplies - Water Cooler	\$ 250.00	\$ 100.59	\$ 200.00
010-145-5710	Dues, Conferences	\$ 3,500.00	\$ 1,728.76	\$ 3,500.00
010-145-5740	Insurance premiums	\$ 4,500.00	\$ 4,173.50	\$ 4,500.00
Expense Totals:		\$ 282,225.00	\$ 201,060.31	\$ 293,675.00
Departmental Totals:		\$ 780,059.00	\$ 567,825.74	\$ 807,206.29

FY26 to FY27 Dollar Change	FY26 to FY27 Percent Change
\$ 13,100.25	2.80%
\$ 397.04	1.53%
\$ -	0.00%
\$ 2,200.00	81.48%
\$ -	#DIV/0!
\$ -	#DIV/0!
\$ 15,697.29	3.15%
\$ 500.00	20.20%
\$ -	0.00%
\$ 4,000.00	2.21%
\$ -	0.00%
\$ 7,000.00	9.33%
\$ -	0.00%
\$ (50.00)	-20.00%
\$ -	0.00%
\$ -	0.00%
\$ 11,450.00	4.06%
\$ 27,147.29	3.48%

Personnel Services Summary				
Position Title	FY26 Budgeted		FY27 Proposed	
	# of Positions	Amount	# of Positions	Amount
Collector/Treasurer	1	131,879.72	1	135,176.80
Assistant Collector/Treasurer	1	88,948.61	1	91,172.85
Payroll Clerk	1	70,340.36	1	73,162.55
Clerks	3.5	254,976.71	3.5	208,119.10
Dept. Totals	6.5	546,145.40	6.5	507,631.29

Change FY26 - FY27	% Change FY26 - FY27
3,297.08	2.50%
2,224.24	2.50%
2,822.19	4.01%
(46,857.61)	-18.38%
(38,514.10)	-7.05%

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FY26	780,059.00
<u>FY27</u>	<u>807,206.29</u>
Net increase/(decrease)	27,147.29

Fixed Cost Growth			
Account Number	Account Name	Total Cost	Explanation
010-145-5110	Permanent Employees	\$ 13,100.25	COLAs and Steps
010-145-5111	Part-Time Employees	\$ 397.04	COLA and Step
010-145-5150-1111	Longevity	\$ 2,200.00	Based on eligibility
010-145-5240	Rep/Maintenance - Office Equip	\$ 500.00	Copier lease expires this year and we will need a new lease agreement.
010-145-5306	Professional Services -Data Proc	\$ 4,000.00	Softright, Kelley & Ryan, CHS, Harpers expenses increase every year.
010-145-5343	Communication-Postage	\$ 7,000.00	Increase in postage costs

New Expenses			
Account Number	Account Name	Total Cost	Explanation

Dept. 135 FINANCE/PROCUREMENT				
Departmental Budget				
		FY26 Budgeted	FY26 Actuals as of 4/1/2026	FY27 Proposed
Personnel				
010-135-5110	Permanent Employees	\$ 611,270.00	\$ 436,115.35	\$ 621,972.47
010-135-5121	Part-Time Employees	\$ -	\$ 1,605.80	\$ -
010-135-5150-1111	Longevity	\$ 4,450.00	\$ 3,500.00	\$ 4,750.00
010-135-5150-1115	Sick-Leave Incentive	\$ 4,575.00	\$ 1,225.00	\$ 4,575.00
Personnel Totals:		\$ 620,295.00	\$ 442,446.15	\$ 631,297.47
Ordinary Expenses				
010-135-5301	Prof Services - Financial	\$ 90,500.00	\$ 50,726.18	\$ 90,500.00
010-135-5306	Prof Services - Data Processing	\$ 141,400.00	\$ 102,279.58	\$ 141,400.00
010-135-5341	Advertising	\$ 6,500.00	\$ 3,978.48	\$ 7,500.00
010-135-5420	Office Supplies	\$ 7,000.00	\$ 1,897.83	\$ 7,000.00
010-135-5580	Other Supplies - Water Cooler	\$ 600.00	\$ 185.25	\$ 600.00
010-135-5710	Dues, Conferences	\$ 9,000.00	\$ 3,402.82	\$ 10,900.00
010-135-5865	Furniture/Fixtures	\$ 4,840.00	\$ 4,607.78	\$ 4,840.00
Expense Totals:		\$ 259,840.00	\$ 167,077.92	\$ 262,740.00
Departmental Totals:		\$ 880,135.00	\$ 609,524.07	\$ 894,037.47

FY26 to FY27 Dollar Change	FY26 to FY27 Percent Change
\$ 10,702.47	1.75%
\$ -	#DIV/0!
\$ 300.00	6.74%
\$ -	0.00%
\$ 11,002.47	1.77%
\$ -	0.00%
\$ -	0.00%
\$ 1,000.00	15.38%
\$ -	0.00%
\$ -	0.00%
\$ 1,900.00	21.11%
\$ -	0.00%
\$ 2,900.00	1.12%
\$ 13,902.47	1.58%

Personnel Services Summary				
Position Title	FY26 Budgeted		FY27 Proposed	
	# of Positions	Amount	# of Positions	Amount
Finance Director	1	139,139.00	1	142,617.80
Assistant Finance Director/Budget Manager	1	82,250.00	1	81,119.80
Federal Funds Manager *	1	96,883.00	1	103,374.38
Office Manager	1	72,326.00	1	74,133.80
Payroll Clerk	1	57,137.00	1	58,501.71
Chief Procurement Officer	1	112,395.00	1	115,206.52
Assistant Purchasing Agent	1	84,393.00	1	86,503.56
Procurement Clerk	1	63,629.00	1	63,889.28
Full Time Total	8	708,152.00	8	725,346.85

Change FY26 - FY27	% Change FY26 - FY27
3,478.80	2.50%
(1,130.20)	-1.37%
6,491.38	6.70%
1,807.80	2.50%
1,364.71	2.39%
2,811.52	2.50%
2,110.56	2.50%
260.28	0.41%
17,194.85	2.43%

* Funded through other sources

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FY26	880,135.00
FY27	894,037.47
Net increase/(decrease)	13,902.47

Fixed Cost Growth			
Account Number	Account Name	Total Cost	Explanation
010-135-5110	Permanent Employees	\$ 10,702.47	COLAs and step increases
010-135-5150-1111	Longevity	\$ 300.00	Darlene and Fiona Years of service have increased.
010-135-5341	Advertising	\$ 1,000.00	An increase due to rising prices.
010-135-5710	Dues, Conferences	\$ 1,900.00	DocuSign expenses are currently funded through ARPA funding until December 2026; thereafter, these costs will need to be incorporated into the operating budget.

New Expenses			
Account Number	Account Name	Total Cost	Explanation