



CITY OF CAMBRIDGE
Traffic, Parking and Transportation
57 Inman Street,
Cambridge, Massachusetts 02139

Susan E. Clippinger
Director

Administration	349-4700
Parking Violations	349-4705
Resident Parking	349-4701

October 12, 1995

TO: Robert Healy, City Manager

FROM: Susan E. Clippinger, Director *SC*

SUBJECT: Council Order #26 dated 10/2/95

RE: Report on the role or lack of role in public celebrations

The Traffic, Parking and Transportation Department's role in public celebrations, privately or publicly organized is for the following:

- Issuing permits if the event will obstruct or close a public street.
- Preparing paper signs for posting by either the Public Works Department or the event organizers.
- Bagging meters if parking at the meters will be restricted during the hours they are in effect. Monday - Saturday, 8A.M. - 6 P.M.
- Assisting in any other ways as needed and determined by the City Manager.

Whenever possible, our work is done during normal business hours so that overtime is not expended unnecessarily. We work closely with the Public Works Department so their regular night and weekend crew can assist with signage needs rather than requiring the expenditure of overtime to get the work done.

RECEIVED
95 OCT 12 PM 3:53
OFFICE OF THE CITY MANAGER



EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139

TEL 349-4300
FAX 349-4307

October 23, 1995

To The Honorable, The City Council:

Please find attached a response to Awaiting Report Item No. 51, regarding the Traffic, Parking & Transportation Department's role or lack of role in public celebrations - privately organized or publicly organized, received from Susan E. Clippinger, Director of the Traffic, Parking & Transportation Department.

Very truly yours,

Robert W. Healy
City Manager

RWH/mec
attachment

Consent Agenda #4

Relative to Awaiting Report
Item Number fifty-one, regarding
the Traffic, Parking & Transpor-
tation Department's role or lack
of role in public celebrations -
privately or publicly organized.

for original file
Order #26 of 10/2/95

In City Council October 23, 1995

Placed on file