




CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 498-9011

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

To: Community Development Department Staff
From: Robert W. Healy, City Manager 
Subject: Management of Community Development Department
Date: July 31, 1985

Effective August 28, 1985, I am appointing Mary Flynn as Interim Director of the Community Development Department.

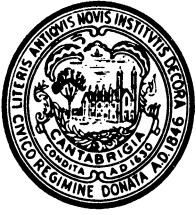
I am moving forward to advertise the position of Assistant City Manager for Community Development and intend to fill it this fall. Until it is filled, Mary will be responsible for the department's operations and management of the work program. Mary will serve as my liaison with other department staff. I would expect each of you to continue to handle your projects and work responsibilities while involving Mary in aspects which relate to outside agencies, City Council or department-wide issues.

I recognize that changes in leadership can be difficult, and I request your cooperation in assisting Mary and me as I proceed with the permanent hiring.

Thank you.

RH/jm

cc: Michael Gardner



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EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
DEPUTY CITY MANAGER

August 5, 1985

To the Honorable, the City Council:

This is to advise you that Kathy A. Spiegelman, Assistant City Manager for Community Development has resigned her position, effective mid-September. It is with much regret that I have accepted this resignation for Kathy has served the City extremely well.

I have appointed Mary Flynn as Interim Director of the Community Development Department (see attached letter).

The position will be advertised in local, Boston, and New York newspapers, as well as appropriate professional journals, with a closing date for applications estimated to be September 15, 1985. Richard Rossi, Jill Herold, James Maloney, Michael Gardner, and myself will screen resumes and conduct interviews to, hopefully, permit me to make an appointment during the month of October.

Very truly yours,

Robert W. Healy
City Manager

RWH/mb f

A-50

Re: resignation of Kathy A. Spiegelman as
Asst. City Manager for Community Development
effective mid-September & appointment of Mary
Flynn as Interim Director of the Community
Development Dept.

In City Council,

August 5, 1985

8/5/1985

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