



Diane Nichols Tradd
Assistant City Manager/DPD Director

Craig Thomas
Deputy Director

MEMORANDUM

EMD

TO: Eileen M. Donoghue, City Manager

FROM: Diane N. Tradd, Assistant City Manager/DPD Director

DATE: June 25, 2019

SUBJECT: MOTION OF 5/14/19 BY COUNCILOR CIRILLO
REQUEST CITY MANAGER HAVE THE PROPER DEPARTMENT
INSTALL A "15 MINUTE PARKING" SIGN AT 262 MIDDLESEX STREET

The Transportation Engineer has visited the site and there is a metered space at this location. The Parking Director has agreed to remove the metered spot. The 15 minute spot is on the 60-day trial memo for approval by the City Council.

NV/ns

cc: John Cooper, Sign Department
Natasha Vance, Transportation Engineer