

**LISA PETERSON**

13 Harrington Road  
Cambridge, MA 02140

617/576-2009 (H)  
617/349-4302 (W)

**EXPERIENCE:****City of Cambridge, City Manager's Office, Cambridge, MA**  
***Assistant to City Manager, 1990-present***

Chief aide to the City Manager and Deputy City Manager in developing and managing city programs:

**Departmental Leadership**

- Serve as Acting Deputy Commissioner of Public Works (August, 2000 to present). Reorganized the management structure of the Department to enable better coordination and response, more timely decision making, and improved customer service. With DPW Managers, developed a mission and goals for the Department, with particular emphasis on how the DPW can further the City Council's goals. Working with the Personnel Department and DPW Managers to develop a comprehensive training program for all employees. Developed the FY02 Operating and Capital budgets. Established an effective working relationship with Teamsters Local 25 representatives.
- Served as Acting Purchasing Agent and was responsible for administering policies and procedures in compliance with State Laws, and supervision of the staff.
- On special assignment to the Election Commission, worked with staff to improve Commission/staff relationship through improved procedures and communication.

**Planning**

- Work with the City Manager to develop the overarching goals for the administration.
- Plan and procure necessary services for new initiatives.
- Assist land acquisition planning and public facility siting.
- Chair/responsible for 5-year open space capital plan.
- Worked to integrate technology into the workplace.
- Worked with the Budget Office in developing a performance-based budget. Serve as member of the City Manager's Capital Budget Review Committee.

**Management**

- Review progress on departmental goals and achievements.
- Managed cable license refranchising process and contract compliance.
- Negotiate and manage capital project contracts as needed.
- Lead manager in all aspects of land acquisition and disposition in compliance with all applicable state and municipal laws.
- Facilitate interdepartmental collaborations as chair or team member.
- Serve on screening and hiring panel for major city positions.

**Community Involvement**

- Provide constituent/community relations support on behalf of City Manager, Deputy City Manager and provide leadership to numerous planning committees. Make public presentations to neighborhood, civic and business groups.
- Advise various boards and commissions on membership issues.
- Represent City Manager's Office on a variety of issues with the media.

**Massachusetts Institute of Technology, Resource Development**, Cambridge, MA  
**Assistant Director**, 1987-1990, Office of Campaign Systems  
Oversaw research support activities for the National Campaign Office fundraising staff and volunteers. Hired employees; supervised day-to-day activities of 9-member research and administrative staff.

**Research Analyst**, 1986-1987

Researched and compiled in-depth reports on corporations, foundations and individuals for senior officers. Trained personnel in all aspects of research.

## **EDUCATION:**

**Boston University**, School of Public Health, Boston, MA  
Master's of Public Health, 1992. Health Services Concentration.

**Michigan State University**, East Lansing, MI  
Bachelor of Arts, 1983. Dual Major in English and Political Science.

**Harvard University, Kennedy School of Government**  
Completed three-week program for Senior Executives in State and Local Government, 2000.

## **PROFESSIONAL/COMMUNITY ACTIVITIES:**

**Haggerty School, Special Needs Advisory Committee**, 1997-present  
**City of Cambridge, Outstanding Employee Award**, 1995

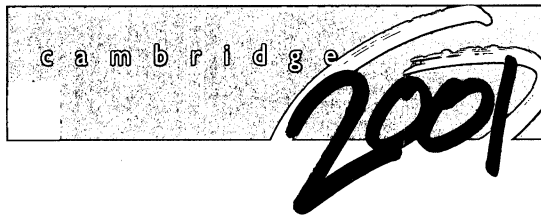
**Cambridge Prevention Coalition/Substance Abuse Task Force**, 1991-2000

**Cambridge Discovery**, 1990 - 1998. Vice-President, 1991-1994

**Massachusetts General Hospital, Emergency Ward Volunteer**, 1987-1990  
Outstanding Service Award, 1989

**US Peace Corps, Primary Health Care Worker**, Leyte, Philippines, 1983-1985

**Michigan State Capital**, Intern for House Democratic Research Staff & Special House Committee on Affirmative Action, 1982



3.

**CITY OF CAMBRIDGE • EXECUTIVE DEPARTMENT**

*Robert W. Healy, City Manager    Richard C. Rossi, Deputy City Manager*

June 18, 2001

To The Honorable, The City Council:

I am pleased to announce that I have appointed Lisa Peterson, 13 Harrington Road, Cambridge, as the Commissioner of Public Works, effective June 18, 2001.

I have attached Ms. Peterson's resume for your information.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert W. Healy".

Robert W. Healy  
City Manager

RWH/mec  
Attachment



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**Consent Agenda #3**

Appointment of Lisa Peterson,  
13 Harrington Road, Cambridge,  
as the Commissioner of Public  
Works effective June 18, 2001.

**In City Council June 18, 2001**

**PLACED ON FILE**