

Anthony Ivan Wilson, Esq.
Springfield, MA

Cambridge City Council Office
795 Massachusetts Avenue
Cambridge, MA 02139

June 12, 2019

RE: Personal Statement

Dear Cambridge City Council,

Thank you for this opportunity to explain my interest in serving as the next City Clerk of the City of Cambridge. I hope that this personal statement will assist the City Council as it compares my experiences and education with the other distinguished candidates put forward by the selection committee.

From 2009 to 2011, I attended Suffolk University Law School in the City of Boston. While there, I worked to develop my skills as a lawyer and a communicator. I tried my first case as a student prosecutor with the Suffolk County District Attorney's Office in Chelsea, Massachusetts. I was also an active member of the Black Law Students Association, where we worked to further opportunities for black students and alumni. As a member of BLSA, I took on the responsibility of organizing an annual event that brought together black law students from across the state to meet and network.

After graduation, I was appointed as an Associate City Solicitor in the City of Springfield. Initially, my duties focused on litigation. I defended the city in civil rights lawsuits, contract disputes and employment related matters. Eventually, the City Solicitor added counsel to the City Council to my duties. This meant I attended all regular meetings of the Springfield City Council. I reviewed all proposed ordinances and provided legal advice to the City Council. As counsel to the Council, I have had the privilege of advising city councilors on at least two high-profile issues: the host community agreement with the MGM Casino and regulations for medical marijuana facilities in Springfield.

In 2016, the Council appointed me to my current position as the Springfield City Clerk. In that capacity, I am responsible for maintaining vital records, city records and public records. In an effort to improve the office, I have implemented the following programs:

- Digitized a significant portion of the City's Historical and current records for easy online access.

- Hired and trained a public records coordinator, who manages every public records request that the city receives.
- Purchased and maintained public records software that allows citizens to easily submit and track public records requests.
- Modernized City Council processes which include: the digital dissemination of the City Council Agendas and Ipads for each City Councilor.
- Oversaw the adoption of digital agendas and minutes management software for all city boards and commissions.

Having served the third largest municipality in the state as both an attorney and as the City Clerk, I have developed a unique combination of skills as a municipal manager. I am interested in the opportunity to bring those skills to the City of Cambridge for a number of reasons.

Cambridge is one of the oldest and most recognizable municipalities in the state. It is home to two of the country's most respected and well-known institutions of high learning. In addition, the city is beautifully designed and constructed. It is a community that is highly regarded by peer municipalities. However, there is to Cambridge than its history and reputation, the city has proactively worked to become a modern municipality.

Cambridge was the first community in the state issue marriage licenses to same-sex couples. The first, and I believe only, community in the state to implement participatory budgeting. There are dozens of initiatives, including funding universal pre-Kindergarten programs, that the administration has implemented in order to improve the quality of life for residents.

I hope to continue that tradition as City Clerk. I plan to import some of the programs I have implemented in Springfield, like digitizing historical city documents; expanding and strengthening the city's use of digital agendas and minutes; and increasing office efficiencies. I also want to push forward with initiatives that are important to the Council like improving staff coverage and minute taking at City Council meetings. I hope to tackle these and future challenges as City Clerk.

Anthony Ivan Wilson

Springfield, MA 01118

September 5, 2017

Attn. Naomie Stephen
Cambridge City Council Office
795 Massachusetts Avenue
Cambridge, MA 02139
cityclerkjob@cambridgema.gov

Dear Hiring Committee,

Whether you are purchasing a birth certificate, licensing a dog or reviewing the minutes of the City Council; citizens expect the City Clerk and his/her team to be knowledgeable, detail-oriented and helpful. I have demonstrated these qualities throughout my career.

I joined the City of Springfield law Department in 2012 as an Associate City Solicitor. My duties included advising the City Council on legal issues and drafting legislation. In that capacity, I worked on important and sensitive issues like the Springfield Casino and Medical marijuana.

In 2016, the Council appointed me to my current position as the Springfield City Clerk. In that capacity, I am responsible for maintaining vital records, city records and public records. In an effort to improve the office, I have implemented the following programs:

- Digitized a significant portion of the City's Historical and current records for easy online access.
- Hired and trained a public records coordinator, who works with me, to manage every public records request that the city receives.
- Purchased and maintained public records software that allows citizens to easily submit and track public records requests.
- Modernized City Council processes which include: the digital dissemination of the City Council Agendas, Ipads for each City Councilor and the adoption of digital agenda management software.

Based on my background and experience, I will be a beneficial addition to your organization. I hope to hear from you soon.

Sincerely,

Anthony Ivan Wilson, Esq.

ANTHONY I. WILSON
Springfield, MA

PROFESSIONAL EXPERIENCE

CITY CLERK

City of Springfield - Springfield, MA (February 2016 - Present)

- Oversee the day-to-day operations of the following city departments: the City Council Office, Vital Records, Public Records and Elections. This included supervising 17 employees and managing an annual budget of approximately \$900,000+.
- Works with the Mayor and the City Council regarding the enactment and implementation of various legislative and executive policies.

ASSOCIATE CITY SOLICITOR

City of Springfield Law Department - Springfield, MA (January 2012 - February 2016)

- Defended the City of Springfield in the United States District Court for the District of Massachusetts, the First Circuit Court of Appeals and the Massachusetts Superior Court.
- Provided legal advice and drafted legislation for the Springfield City Council on issues ranging from land use and zoning to casino gaming and committee appointments.
- Negotiated on the City's behalf before the Massachusetts Commission Against Discrimination, HUD's Office of Fair Housing and the Office of United States Attorney.
- Monitored compliance of state and federal contracts and grants.

BAR MEMBERSHIP

State of Massachusetts, November 2011, BBO # 682573

United States District Court, District of Massachusetts, April 2012

First Circuit Court of Appeals, January 2013, BBO # 1157353

EDUCATION

SUFFOLK UNIVERSITY LAW SCHOOL - Boston, MA
Juris Doctor (May 2011)

CLARK ATLANTA UNIVERSITY - Atlanta, GA
Bachelor of Arts, Journalism and Communications (December 2006)