

RESOLUTION NO. 45 OF 2016

Moved by: Mark R.D. Williams

A Resolution confirming the appointment of Rebecca K. Kunkel, Esquire to serve as the Assistant City Solicitor for the City of Harrisburg.

WHEREAS, Rebecca K. Kunkel, Esquire was hired to the position of Assistant City Solicitor and commenced employment on January 5, 2016; and

WHEREAS, Ms. Kunkel has been duly licensed by the Supreme Court of Pennsylvania; and

WHEREAS, reposing trust and confidence in her abilities to perform such duties, the Mayor of the City of Harrisburg has appointed Ms. Kunkel to serve as the Assistant City Solicitor for the City of Harrisburg; and

WHEREAS, the qualifications of Ms. Kunkel to serve in such capacity have been reviewed and considered by Council, a copy of Ms. Kunkel's resume which sets forth her qualifications is attached hereto and marked Exhibit "A".

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF HARRISBURG, that the appointment of Rebecca K. Kunkel, Esquire, to serve as the Assistant City Solicitor for the City of Harrisburg is confirmed.

I second this resolution Bej Albers

June 29, 2016  
Mark R.D. Williams  
 PRESIDENT  
[Signature]  
 CITY CLERK

YEAS	NAYS
✓	
MR. ACATTE	
MR. BACTIMOLLE	
MS. DORNIELS	
MS. HADGES	
MR. JOHNSON	
MIC. MAJORS	
MS. WILLIAMS	
YEAS <u>6</u>	
NAYS <u>0</u>	

# **Exhibit “A”**

**REBECCA K. KUNKEL**

3, Shillington, Pennsylvania 19607  
1-800-555-1111

**BAR ADMISSION**

Pennsylvania

October 2012

**EDUCATION**

**Avernia University** (Reading, Pennsylvania)

M.B.A., January 2014 - June 2014

Credits Completed: 9

**Widener University School of Law** (Harrisburg, Pennsylvania)

J.D., May 2012

Extended Division Night Program

Maintained Full-Time Employment during Attendance

Widener Journal of Law, Economics, & Race

Web & Technology Editor (2011-2012)

Staff Member (Spring 2011)

Dean's List, Top 10 (Fall 2008)

Outstanding Service Award

Certificates of Achievement

Legislative Drafting (Spring 2010)

Appellate Advocacy (Fall 2009)

Student Bar Association

Technology Secretary (Spring 2011, 2011-2012)

Division Representative (2008-2009, 2009-2010, 2010-2011)

**Kutztown University** (Kutztown, Pennsylvania)

B.S., July 2002

Major: Criminal Justice

Honors: Dean's List

**Lehigh Carbon Community College** (Schnecksville, Pennsylvania)

Certificate, May 2002

Major: ABA-Approved Paralegal Studies

Honors: West Legal Studies Award for Outstanding Scholastic Achievement

Phi Theta Kappa International Honor Society

**LEGAL EXPERIENCE**

**City of Harrisburg** (Harrisburg, Pennsylvania)

January 2016 to Present

Assistant City Solicitor

Research, advise and furnish legal opinions to City departments, employees, authorities and officers in all legal matters pertaining to the business of the City municipal operations; Represent the City in actions brought by or against the City or against City officials in their official capacity; Prepare, review and negotiate legal documents, including contracts, agreements and grant applications; Prepare Resolutions and Ordinances for the City

**Stevens & Lee, P.C.** (Reading, Pennsylvania)

November 2002 to Present

Traveling Assistant

Assist lead attorneys with various types of civil litigation cases; Draft and file various legal documents and court forms; Prepare discovery requests and responses; Assist lead attorneys with corporate transactions; Draft and prepare estate planning documents; Lead a variety of legal practice-related and firm policy training and compliance projects

**MEMBERSHIPS/INTERESTS**

American Bar Association • Pennsylvania Bar Association • Berks County Bar Association

Lifetime Member of the Girl Scouts (Gold Award Recipient)

Animal Legal Defense Fund • Defenders of Wildlife • American Motorcyclist Association

**INTER**

**OFFICE**

# MEMMO

To: HARRISBURG CITY COUNCIL  
From: Kirk Petroski, City Clerk  
LEGISLATIVE APPROVAL FORM

Date: 6/24/16

LEGISLATIVE APPROVAL FORM/CERTIFICATE OF ACCEPTANCE

BILL NO. -2016      RESOLUTION NO. -2016

THE ABOVE LISTED ITEM WAS WRITTEN AND PREPARED FOR FINAL INTRODUCTION AT THE HARRISBURG CITY SOLICITOR'S OFFICE ON:

Deputy City Solicitor

6/24/16  
Date

Requested by Department/Bureau: Leus Bureau

Department/Bureau Contact Person: Neil Grover

For Action on or before:

The attached was received in the Office of the City Clerk for introduction on

Received by: \_\_\_\_\_

Date: 6-24-16