

RESOLUTION NO. 100 - 2017

Moved by: Wanda R. J. Williams

A Resolution appointing Mr. Ryan M. Osborne to serve on the Audit Committee for the City of Harrisburg.

WHEREAS, Ordinance No. 6 of 2007, passed by City Council on July 3, 2007, established an Audit Committee to provide independent review of the City's financial reporting processes, internal controls, and annual audit; and

WHEREAS, pursuant to section 2-507.3 of the Codified Ordinances, the Audit Committee shall be comprised of five (5) voting members to be appointed by Council; and

WHEREAS, the terms of each Committee appointee shall be five (5) years and shall be staggered; and

WHEREAS, members of the Audit Committee must either reside in or work within the City of Harrisburg for a period of one (1) year prior to appointment to the Committee; and

WHEREAS, members of the Audit Committee must retain residence or employment within the City for the duration of the term served on the Committee; and

WHEREAS, members of the Audit Committee cannot hold employment with the City of Harrisburg government or any related entity; and

WHEREAS, it is the desire of City Council to appoint Mr. Ryan M. Osborne to serve on the Audit Committee; and

WHEREAS, Mr. Osborne is a resident of the City of Harrisburg and has resided within the City for more than one (1) year; and

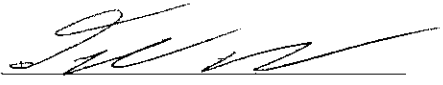
WHEREAS, Mr. Osborne intends to continue residing within the City of Harrisburg; and

WHEREAS, Mr. Osborne does not hold employment within the City of Harrisburg government or any related entity; and

WHEREAS, the qualifications of Mr. Osborne to serve in such capacity, which are attached and incorporated as "Exhibit A," have been reviewed and considered by Council;" and

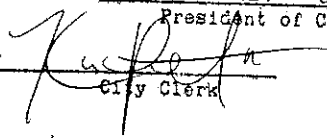
WHEREAS, Mr. Osborne's appointment shall be for the remainder of a term expiring September 15, 2020.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF HARRISBURG that the Council hereby appoints Mr. Ryan M. Osborne to the Audit Committee for the City of Harrisburg.

Seconded by: 

Passed the City Council: November 14, 2017

Wanda R. O. Williams
President of City Council

Attest: 
City Clerk

Approved

YEAS		NAYS
✓	MR. ALLATT	Absent
✓	MS. DANIELS	
✓	MS. GREEN	
✓	MR. JOHNSON	Absent
✓	MR. MADSEN	
✓	MR. MAJORS	
✓	MS. WILLIAMS	
Yeas	5	
Nays	0	

Exhibit A

Ryan M. Osborne

Harrisburg, PA 17102

~ Cell: [REDACTED]

Objective

To engage in community involvement and gain experience in auditing while assisting the Harrisburg City Audit Committee, utilizing the knowledge gained through educational pursuits and work experiences.

Education

The Pennsylvania State University
B.S. in Accounting

Graduation, December 2017

Work Experiences

Accounts Payable Clerk

May 2016 - Present

Capital BlueCross, Harrisburg, PA

- Coordinate and execute weekly parent and subsidiary company payment runs
- Accurate recording of wire payments
- Void and reissue stagnant, returned or adjusted check/AHC payments
- Analyze financial contracts between Capital/subsidiaries and suppliers
- Verify and adjust proper account coding for operating expenses
- Consistent collaboration with teammates to reach deadlines

Book Keeper & Taxidermist

Mulhollems Taxidermy, LLC, Middletown, PA

June 2010- Present

- Lead the transition to digital business records
- Maintain record of customer information and work orders/invoices
- Process customer payments and individualized payment plans
- Establish customer relations and satisfaction in order to sustain clientele
- Work independently on projects as assigned

Accounting Clerk

Trop Gun Shop, LTD, Elizabethtown, PA

May 2015- May 2016

- Supported end of month closeouts
- Maintained current payables with Excel and importation of data to QuickBooks Pro
- Worked across departments to aid in the transition of inventory management systems and developed new processes business wide
- Disbursed received invoices to proper management in order to obtain approval for payment, then cut checks to vendors utilizing QuickBooks
- Implemented and maintained a new paper and electronic filing system
- Communicated between upper level management and vendors to resolve discrepancies regarding invoices
- Reconciled vendor accounts and monitored payment status utilizing a customized Excel document

Core Competencies- Organizational skills, information gathering, decision-making, analytical research

INTER

OFFICE

MEMO

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

Date:

LEGISLATIVE APPROVAL FORM/CERTIFICATE OF ACCEPTANCE

BILL NO. -2017 RESOLUTION NO. ¹⁰⁰-2017

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

Rebecca K. Hunkel
Assistant City Solicitor

10-6-17
Date

Requested by Department/Bureau: City Council

Department/Bureau Contact Person: Ben Allatt

For Action on or before:

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

Received by: [Signature]

Date: 10-10-17