

RESOLUTION No. 45 - 2019

Moved by: Wanda R. D. Williams

A Resolution confirming the appointment of Mr. Isaac S. Gaylord, Esquire to serve as the Assistant City Solicitor for the City of Harrisburg's contractual matters.

WHEREAS, pursuant to the Codified Ordinances of the City of Harrisburg § 2-303.3, one or more assistant City Solicitors may be appointed by the Mayor with the advice and consent of City Council; and

WHEREAS, Mr. Isaac S. Gaylord, Esquire has been duly licensed by the Supreme Court of Pennsylvania to practice law since May of 2017; and

WHEREAS, Mr. Gaylord has experience practicing law in the public sector, having served as an Assistant County Solicitor for the Lancaster County Solicitor's Office; and

WHEREAS, reposing confidence and trust in the ability of Mr. Gaylord to capably perform the duties incumbent upon the position, the Mayor has appointed Mr. Gaylord to serve as the Assistant City Solicitor for the City of Harrisburg's contractual matters; and

WHEREAS, Mr. Gaylord commenced employment with the City on May 6, 2019, whereinafter he has demonstrated the requisite skill, knowledge and professional judgment to ably serve the people of Harrisburg; and

WHEREAS, a copy of Mr. Gaylord's resume is attached and incorporated as "Exhibit A."

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED BY THE COUNCIL OF THE CITY OF HARRISBURG, that the appointment of Mr. Isaac S. Gaylord, Esquire to serve as the Assistant City Solicitor for the City of Harrisburg's contractual matters is confirmed.

I second this resolution Walter Majors

Passed by City Council June 25, 2019

Wanda R. D. Williams
President of City Council

Attest Ka [Signature]
City Clerk

YEAS	NAYS
MR. ALLATT	received
MS. BOWERS	
MS. DANIELS	
MS. GREEN	
MR. MADSEN	
MS. WILLIAMS	

Yeas 6
Nays 0

- Approved
- Returned to City Council with objections

E x h i b i t “A”

Isaac S. Gaylord

Bar Admission

Commonwealth of Pennsylvania

- ID # 323722

Education

Indiana University—Bloomington
Maurer School of Law

May, 2016
Bloomington, IN

- Sherman Minton Moot Court
- Maurer Arbitration Competition
- International Law Society
- Thesis: Blight Restrictions & Tax Increment Financing: An Efficiency Critique
- GPA, 3.392

University of Pittsburgh

August, 2012
Pittsburgh, PA

- B.A. in History, *Summa cum Laude*
- Certificates in Russian and East European Studies and in Global Studies

Experience

Lancaster County Solicitor's Office

January 2018-Present
Lancaster, PA

Assistant County Solicitor

- Advised the County Commissioners and the County Solicitor on legal and policy matters as needed, including drafting ordinances and resolutions, legal memoranda, county policies
- Drafted, negotiated, and revised contracts including requests for proposals, professional service agreements, master service agreements, right of entry agreements, and
- Represented the Lancaster County Office of Aging in guardianship proceedings
- Represented the Lancaster County Children and Youth Agency in administrative proceedings before the Bureau of Hearings and Appeals
- Tried a variety of other cases including exhumations, mandamus actions, Right to Know appeals, and EEOC practice

Chambers of Hon. Wade A. Kagarise
Blair County Court of Common Pleas

August 2016-December 2017
Hollidaysburg, PA

Law Clerk

- Researched and wrote opinions on matters including the Pennsylvania Mechanic's Lien Act, contract issues, suppression issues, administrative procedure, evidence, civil procedure, and real estate matters
- Managed the Chamber's civil case load ensuring that all cases were resolved in a timely fashion
- Conducted status conferences to help manage discovery
- Provided contemporaneous advice on trial issues such as discovery and jury instructions

City of Bloomington Legal Department

May 2014-April 2016
Bloomington, IN

Certified Legal Intern

- Researched and drafted ordinances for city council
- Assisted in hearings, including oral argument

- Wrote successful Appellate Brief and Brief in Opposition to Petition for Transfer in *Gul v. City of Bloomington*, 22 N.E.3d 853 (Ind. Ct. App. 2014)
- Researched and drafted policy and legal memoranda on issues including employment discrimination, zoning, municipal contracts, utility service, risk management, and bond issuances
- Created policies for city departments, including drafting General Orders for the Police Department
- Assisted the Risk Manager to assess and manage the City's liability in a variety of contexts

Office of Hon. Justice Mark S. Massa, Indiana Supreme Court
Law Clerk

August, 2015-December, 2015
Indianapolis, IN

- Researched issues on pending cases and drafted memoranda
- Wrote initial drafts of bench memoranda
- Helped develop pertinent lines of questioning for oral argument

Indiana Department of Transportation Office of the General Counsel
Governor's Summer Honors Intern

May, 2015-August 2015
Indianapolis, IN

- Represented the agency in administrative appeals
- Conducted research to assist staff attorneys in areas including administrative law, tort claim mediation, employment law, employment discrimination, environmental law, and construction contracts.
- Spearheaded biannual review of INDOT's emergency preparedness plan and helped organize department wide emergency preparedness drill

Indiana Association of Cities and Towns
Law Clerk

March, 2015-February 2016
Indianapolis, IN

- Researched policy and legal issues that affect municipalities in Indiana
- Assisted in preparation for CLE and other legal education seminars
- Wrote articles for newsletter informing municipal lawyers of recent statutory and judicial developments

General Revenue Corporation
Collector

January-July 2013
Big Flats, NY

- Contacted and negotiated repayment schedules with debtors
- Located and found information pertaining to debtor location and employment status
- Ensured that all interactions were compliant with both the Fair Debt Collection Practices Act and the Telephone Consumer Privacy Act

Volunteering

Inmate Legal Assistance Program
Executive Assistant

January 2014-August 2015
Bloomington, IN

- Provided legal research for inmates at FCC Terre Haute
- Interviewed inmates to assess their legal needs
- Assisted with case management and ensured that the organization complied with filing deadlines and confidentiality requirements

INTER

OFFICE

MEMO

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

Date:

LEGISLATIVE APPROVAL FORM/CERTIFICATE OF ACCEPTANCE

BILL NO. - 2019 RESOLUTION NO. 45 -2019

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


Deputy City Solicitor

6/20/2019
Date

Requested by Department/Bureau: Law

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

Kir Pet
Received by: _____

6-21-19
Date: _____