

DATE: 8/24/11

TO: City Clerk

FROM: Representative Emma Acosta

ADDRESS 2 Civic Center Plaza 10th Floor, El Paso, TX TELEPHONE 915-541-4572

Please place the following item on the (Check one): CONSENT XXX REGULAR _____

Agenda for the Council Meeting of August 30, 2011

Item should read as follows: Re-Appointment of Ruth Reyes to the Animal Shelter Advisory Committee by Representative Emma Acosta, District 3

SPECIAL INSTRUCTIONS: _____

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Animal Shelter Advisory Committee

NOMINATED BY: Representative Emma Acosta DISTRICT: 3

NAME OF APPOINTEE Ruth Reyes
(Please verify correct spelling of name)

BUSINESS ADDRESS: _____

CITY: _____ ST: TX ZIP: _____ PHONE: _____

HOME ADDRESS: _____

CITY: El Paso ST: TX ZIP: _____ PHONE: _____

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT:

Ruth Reyes

EXPIRATION DATE OF INCUMBENT: _____

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: _____

RESIGNED _____

REMOVED X

DATE OF APPOINTMENT: 08/30/2011

TERM BEGINS ON : _____

02/01/2011

EXPIRATION DATE OF NEW APPOINTEE: _____

02/01/2013

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: _____

2nd TERM: X

UNEXPIRED TERM: _____

RUTH REYES

El Paso, Texas 79907

(915) 838-3677 (Office)
ruthreyes@justice.com

PROFESSIONAL INFORMATION:

Admitted and licensed to practice law before the Courts of the
State of Texas, November 2000

EDUCATIONAL BACKGROUND:

St. Mary's University School of Law, San Antonio, Texas - Juris Doctor,
December 1999

- Phi Alpha Delta International Legal Fraternity, Member
- Hispanic Law Student Association, Member

Webster University, Saint Louis, Missouri - Master of Business Administration,
October 1997

- Dean's List

University of Texas at El Paso, El Paso, Texas - Bachelor of Business Administration,
December 1990

- Dean's List

PROFESSIONAL EMPLOYMENT EXPERIENCE:

Law Office of Ruth Reyes

Sole Practitioner (November 2004-Present)

- Criminal Defense
- Family Law
- Personal Injury

Office of the City Attorney, City of El Paso

Assistant City Attorney (June 2001-October 2004)

- Provide legal advice and draft opinions for the Mayor, City Council, City Manager, Legislative Committees, Boards, Commissions, City Departments, Chief Administrative Officer, Deputy Chief Administrative Officer of Financial Services, Chief Financial Officer, Tax Assessor, Comptroller, City Clerk, Director of Office of Management and Budget, Director of Purchasing, Director of Information Technology, Director of Solid Waste, Director of Municipal Services and Director of Economic Development on a wide range of legal issues regarding municipal government
- Draft Municipal Ordinances, Resolutions, Orders, Motions, and Contracts

Ruth Reyes**Page Two**

- Process open records requests and letters of exception to the Office of the Attorney General, State of Texas
- Assist City Council and other City officials in drafting and passing legislation in areas of concern to the City

**Office of the Attorney General, State of Texas
Assistant Attorney General (2000-2001)**

- Represented the State of Texas in District Court in establishing, enforcing and modifying court orders for child support and medical support
- Represented the State of Texas in administrative hearings
- Performed legal research and provided legal advise, consultation and technical assistance to the Child Support Program
- Served as trial lawyer on 200 weekly docket settings

**Texas Rural Legal Aid, San Antonio, Texas
Law Clerk (1998-1999)**

- Handled all aspects of client case development, from intake to completion
- Coordinated activity and facilitated case development on approximately 40 client cases per month
- Researched key legal issues on a wide range of areas of law
- Prepared memorandums and legal briefs
- Prepared numerous pctitions, motions, orders, decrees, affidavits and waivers

PROFESSIONAL ASSOCIATIONS:

Member, State Bar of Texas, (2001-Present)

Member, The College of the State Bar of Texas, (2002-Present)

Member, El Paso Young Lawyers Association, Board of Directors, (2001-Present)

Member, El Paso Bar Association, (2001-Present)

Member, Mexican American Bar Association (2001-Present)

Member, El Paso Family Bar Association (2001-Present)

Board Member/Counsel, Cancer & Chronic Disease Consortium (2005- Present)