

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: City Attorney's Office

AGENDA DATE: September 11, 2012

CONTACT PERSON/PHONE: Sylvia Borunda Firth, City Attorney – 541-4550

DISTRICT(S) AFFECTED: All

SUBJECT:

APPROVE the appointment of **Sergio Estrada** as an Assistant City Attorney effective September 17, 2012 at a salary of \$60,000.00 per annum, plus benefits.

BACKGROUND / DISCUSSION:

Mr. Estrada will be assigned as an Assistant City Attorney in the Prosecutors Office. He obtained his Doctorate of Jurisprudence from Rutgers School of Law, Newark, New Jersey May 2010, and was licensed to practice law in Texas 2012. Mr. Estrada is currently an Associate Attorney in private practice in El Paso County, Texas. He has the experience and knowledge necessary to perform the duties of an Assistant City Attorney.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one? If so, when?

No.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

FY2012 Adopted Budget, Department 103001, Fund 1000.

BOARD / COMMISSION ACTION: N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

(If Department Head Summary Form is initiated by Purchasing,
client department should sign also)
Information copy to appropriate Deputy City Manager

MEMORANDUM



TO: Mayor John Cook,
City Representatives: Ann Morgan Lilly, Susie Byrd, Emma Acosta,
Carl Robinson, Dr. Michiel R. Noe, Eddie Holguin, Jr., Steve Ortega
and Cortney Carlisle Niland
City Manager Joyce Wilson

FROM: Sylvia Borunda Firth, City Attorney 

SUBJECT: Appointment of Assistant City Attorney – Sergio Estrada
September 11, 2012 City Council Agenda

DATE: September 4, 2012

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I have placed an item on the City Council Agenda for September 11, 2012 for your consideration regarding the appointment of Sergio Estrada as an Assistant City Attorney to fill a vacant position in Prosecutors Office.

I propose to hire Mr. Estrada at an entry-level with an annual salary of \$60,000.00. If the appointment is approved by City Council, his starting date will be September 17, 2012. Funding for this position was approved in the FY2013 Budget and the filling of this position is essential to the efficient operations of the City Attorney's Office

I have attached a copy of Mr. Estrada's resume for your reference. Mr. Estrada is a native El Pasoan who returned to El Paso to practice law after completing his education at Rutgers.

If you have any questions or comments, please do not hesitate to contact me.

cc: Laura P. Gordon, Deputy City Attorney
Theresa Cullen, Deputy City Attorney
Lynly Leeper, Chief Budget Officer
Esperanza Garcia, Senior Budget & Management Analyst

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susannah M. Byrd

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Cortney Carlisle Niland

City Manager
Joyce A. Wilson



SERGIO M. ESTRADA

Camille Dr #9

El Paso, TX 79912

(201) 303-1323

Admitted to Texas State Bar, May 2012

EDUCATION

Rutgers School of Law-Newark, Newark, New Jersey

J.D., May 2010

- Chair, Immigrant Rights Collective
- Member, Rutgers Association of Latin American Law Students
- Participant, NYU Immigration Moot Court Competition, Spring 2009

University of Texas-El Paso, El Paso, Texas

B.A. in Political Science; Minor in Legal Reasoning, May 2007

- Dean's List
- Law School Preparation Institute

EXPERIENCE

Law Offices of Ruben Ortiz, El Paso, Texas, June 2012- Present

Associate Attorney

- Represent clients in Municipal Court on a variety of traffic offenses, Class C Misdemeanors, and city ordinance violations.
- Represent clients in pre-trial court hearings on charges ranging from misdemeanors to felonies.
- Represent clients at bond reduction hearings, termination and modification of probation hearings, plea hearings, and suppression hearings.
- Negotiate with Assistant District Attorneys for favorable plea offers and dismissals.
- Conduct legal research focusing on criminal law.

Rutgers Urban Legal Clinic, Newark, New Jersey, Fall 2009

Student Attorney

- Handled every aspect of criminal misdemeanor cases, including initial client interview, fact investigation, discovery, motion practice, and trial.
- Represented clients at court hearings and negotiated plea agreements and case dismissals with prosecutors.
- Researched, analyzed, and drafted memoranda on search and seizure law, illegal arrests, and juvenile due process rights.

Paso Del Norte Civil Rights Project, El Paso, Texas, Summer 2009

Summer Law Clerk

- Researched and drafted complaint for a case involving American with Disabilities Act litigation.
- Handled client intake interviews, fact investigation, and prepared client letters.
- Researched and drafted memoranda on immigration issues, including Violence Against Women Act.
- Conducted community outreach trainings through Immigrant Rights workshops.

U.S. District Court for the Western District of Texas, Hon. Kathleen Cardone, El Paso, Texas, Summer 2008

Summer Law Clerk

- Researched various federal civil procedure issues, including jurisdiction and venue issues.
- Assisted in the drafting of court orders.
- Attended federal court proceedings.

LANGUAGES

- Fluent in Spanish

COMMUNITY ACTIVITIES

City of El Paso, Texas Neighborhood Services, El Paso, Texas Fall 2010

- 2010 Neighborhood Leadership Academy

Baruch College School of Public Affairs, CUNY, New York, New York, Fall 2009

- Six-week certificate program on leadership development, advocacy, communications, performance measurement, and community organizing.