

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

DEPARTMENT: City Attorney's Office
AGENDA DATE: September 18, 2007
CONTACT PERSON/PHONE: Charlie McNabb, City Attorney

CITY CLERK DEPT
07 SEP -7 PM 3:51

DISTRICT(S) AFFECTED: All

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$amount if applicable.

APPROVE the appointment of Cynthia Osborne as Assistant City Attorney effective September 18, 2007 at an annual salary of \$70,000.00 plus benefits.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when and how to enable Council to have reasonable complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action?

Ms. Osborne is a graduate of Arizona State University. She obtained her Doctorate of Jurisprudence from the Texas Tech University School of Law in May 1984. She is licensed to practice in Texas. She will be assigned to handle transactional matters in the City Attorney's Office.

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?

This is a budgeted item.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

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

LEGAL: (if required) _____ **FINANCE:** (if required) _____
Charlie McNabb, City Attorney

OTHER:

(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

MOTION

September 18, 2007

Motion made, seconded and carried that **Cynthia Osborne** be appointed by the Mayor with a majority vote of the entire Council as Assistant City Attorney effective September 18, 2007 at a salary of \$70,000.00 per annum plus benefits.

Richarda Duffy Momsen
City Clerk

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Cynthia Osborn

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Education

Frankfurt American High School
Frankfurt, Germany
June, 1977

Arizona State University
B.S. in Political Science
December, 1980

Texas Tech University School of Law
Doctor of Jurisprudence
May, 1984

Employment

Assistant County Attorney, El Paso County, Texas
October, 1984 – 1986.

Worked for Luther Jones, Joe Lucas, and Danny Anchondo.
Began in the Screening Unit reviewing cases submitted by
Police Dept. to determine which cases to accept for prosecution.

Later, was lead prosecutor of DWI cases. Duties included
screening, discovery, pre trial negotiation, and prosecution of all
DWI cases submitted by Police Dept. to County Attorney's Office.

Hicks and Associates
1986 – April, 1990.

Worked as a trial associate in small to mid-sized insurance defense
firm. Duties included all aspects of trial work from interviewing
clients, pre-trial discovery, settlement negotiations, and trial.

Law License

Currently hold an active law license from the State of Texas.

References

Larry W. Hicks

Jim Mounts

Dan Malone