

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

DEPARTMENT: City Attorney's Office

AGENDA DATE: November 4, 2008

CONTACT PERSON/PHONE: Charlie McNabb, City Attorney

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:

Appointment of Audrey Hare as Assistant City Attorney effective November 4, 2008 at an annual salary of \$70,099.70 plus benefits;

Appointment of Kristen Choi as Assistant City Attorney effective November 17, 2008 at an annual salary of \$70,099.70 plus benefits.

Appointment of Kenneth Krohn as Assistant City Attorney effective December 1, 2008 at an annual salary of \$95,000.00 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. Hare is a graduate of The University of Texas at Austin. She obtained her Doctorate of Jurisprudence, with honors from The University of Texas School of Law in May 2007. She is licensed to practice in Texas. Ms. Hare has experience and knowledge necessary to perform the duties of working for a governmental entity, which is beneficial to the Office of the City Attorney. She will be assigned to handle transactional matters in the City Attorney's Office.

Ms. Choi is a graduate of Nyack College at New York. She obtained her Doctorate of Jurisprudence from Seton Hall University School of Law in May 2007. She is licensed to practice in Texas. She has been an attorney with the firm of Gordon, Mott & Davis for the past year where she has obtained quality property law and contract experience beneficial to the Office of the City Attorney. She will be assigned to handle transactional matters in the City Attorney's Office.

Mr. Krohn is a graduate The University of Texas at Austin. He obtained his Doctorate of Jurisprudence from Southern Methodist University School of Law in August 2000. He is licensed to practice in Texas. He established his own private practice in 2001 and has since handled a diversity of civil and criminal cases, whereby he has obtained extensive commercial, litigation and appellate experience beneficial to the Office of the City Attorney. He will be assigned to handle litigation 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:

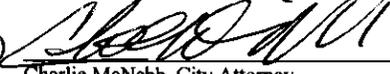
How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

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

November 4, 2008

Motion made, seconded and carried that **Audrey Hare** be appointed by the Mayor with a majority vote of the entire Council as Assistant City Attorney effective November 4, 2008 at a salary of \$70,099.70 per annum plus benefits.

Richarda Duffy Momsen
City Clerk

CITY CLERK DEPT.
08 OCT 27 PM 2:54

AUDREY HARE

PROFESSIONAL

State Bar of Texas, admitted November 2007

EDUCATION

The University of Texas School of Law

Juris Doctor, with honors, May 2007

- TEXAS JOURNAL OF OIL, GAS, AND ENERGY LAW, Recent Developments Editor (2006-2007), Associate Recent Developments Editor (2005-2006).
- Buck J. Wynne Memorial Scholarship, awarded by the Environmental and Natural Resources Law Section of the State Bar of Texas for highest grade in an introductory environmental law class.

The University of Texas at Austin

Bachelor of Arts, Plan II Honors Program, December 2005

EXPERIENCE

Modern Asia Environmental Holdings, Inc. · Bangkok, Thailand

Legal Consultant, February-July 2008

Drafted pleadings, analyzed expert witness statements, and organized the collection of evidence in an international arbitration. Communicated with regulators regarding compliance and enforcement actions. Conducted research and drafted memoranda on the United Nations carbon crediting program. Drafted model alternative energy sales contract and prepared employment contracts.

McElroy, Sullivan & Millet, L.L.P. · Austin, TX

Law Clerk, Spring 2007

Conducted research and drafted memoranda analyzing legal issues related to oil and gas, energy, and environmental law. Helped prepare pleadings and court documents. Drafted contract clauses for inclusion in oil and gas transactions. Summarized and analyzed depositions materials.

The Public Utility Commission of Texas · Austin, TX

Summer Intern, General Legal Division, Summer 2006

Drafted boilerplate contract for use by agency. Performed legal research on the Public Information Act and responded to requests for public information. Researched state and federal trademark law and registered trademarks with the United States Patent and Trademark Office.

Professor Ronald J. Mann, University of Texas · Austin, TX

Research Assistant, Spring 2006

Researched legislative history and implications of the Bankruptcy Abuse Prevention and Consumer Protection Act of 2005. Conducted research on the history of the parties and the Supreme Court records related to *BFP v. Imperial Savings*, which concerned foreclosure sales under the Bankruptcy Code.

Tyco International (US) Inc. · Princeton, NJ

Summer Legal Intern, Summer 2005

Helped track and manage large electronic discovery operation in a high-stakes case. Served as liaison between in-house and outside counsel, IT staff, and consultants.