



**CITY OF PLANO
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		5/13/13		
Department:		Legal		
Department Head		Diane Wetherbee		
Agenda Coordinator (include phone #): Betsy Allen # 7545				
CAPTION				
A Resolution of the City Council of the City of Plano, Texas, approving the hiring of Jennifer A. Knox-Walker as Assistant City Attorney by the City Attorney; and providing an effective date.				
FINANCIAL SUMMARY				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR: 2012-13	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	35,398	0	35,398
Encumbered/Expended Amount	0	0	0	0
This Item	0	-35,398	0	-35,398
BALANCE	0	0	0	0
FUND(S): GENERAL FUND				
COMMENTS: Funding for this item, in the amount of \$35,398 (including benefits), for the remainder of 2012-13 is included in the approved 2012-13 Budget. This position does not increase the number of authorized positions in Legal. City Charter authorizes the hiring of attorneys with the approval of the City Council.				
STRATEGIC PLAN GOAL: The hiring of an Assistant City Attorney meets the City's goal of Financially Strong City with Service Excellence.				
SUMMARY OF ITEM				
The City Charter authorizes the City Attorney to select attorneys for hire with the approval of the City Council. It is the City Attorney's recommendation that Jennifer A. Knox-Walker be hired as an Assistant City Attorney for the City Attorney's office. See attached Memorandum regarding qualifications for the proposed new hire.				
List of Supporting Documents: Memorandum			Other Departments, Boards, Commissions or Agencies n/a	

MEMORANDUM

DATE: May 1, 2013

TO: Honorable Mayor and Members of the City Council

FROM: Diane C. Wetherbee
City Attorney

SUBJECT: **Hiring of Jennifer A. Knox-Walker as Assistant City Attorney**

This memo is to provide information regarding the qualifications of Jennifer A. Knox-Walker as a new hire for the position of Assistant City Attorney. In accordance with Section 4.05 of the Plano City Charter, I am requesting City Council approval of my selection for this position.

It is my recommendation that Jennifer A. Knox-Walker be hired to fill the Assistant City Attorney position for my office. Ms. Knox-Walker has been employed with the City of Corpus Christi for the past 9 years handling labor and employment matters. She obtained a Bachelor of Arts degree in Psychology from the University of Texas and Juris Doctor from South Texas College of Law in Houston.

Thank you for your consideration. If you have any questions, please let me know.

A Resolution of the City Council of the City of Plano, Texas, approving the hiring of Jennifer A. Knox-Walker as Assistant City Attorney by the City Attorney; and providing an effective date.

WHEREAS, Section 4.05 of the City Charter of the City of Plano gives the City Attorney the authority to select attorneys, with the approval of the City Council, to represent the City in litigation and to advise city departments and boards; and

WHEREAS, the City Attorney has selected Jennifer A. Knox-Walker to be hired as an Assistant City Attorney and is requesting the City Council's approval of same.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLANO, TEXAS, THAT:

Section I. The City Council approves the hiring by the City Attorney of Jennifer A. Knox-Walker as Assistant City Attorney, such approval to be effective with the date of her employment and compliance with all prescreening requirements.

Section II. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED this the 13th day of May, 2013.

Phil Dyer, MAYOR

ATTEST:

Diane Zucco, CITY SECRETARY

APPROVED AS TO FORM:

Diane C. Wetherbee, CITY ATTORNEY