



Meeting Minutes
City Council

Tuesday, January 23, 2024

5:00 PM

Council Chambers
200 West Walker Street

Council Work Session

The City Council of the City of League City, Texas, met in a work session in Council Chambers at 200 West Walker Street on the above date at 5:00 p.m.

Mayor:

Nick Long

City Council Members:

**Andy Mann
Tommy Cones
Tom Crews
Vacant
Justin Hicks
Chad Tressler
Sean Saunders**

City Manager:

John Baumgartner

Assistant City Manager:

Rick Davis

Assistant City Manger-CFO:

Angie Steelman

Interim City Attorney:

Michelle Villarreal

City Secretary:

Diana M. Stapp

Chief of Police:

Cliff Woitena

Executive Director of Capital Projects

Ron Bavarian

Director of Engineering:

Christopher Sims

Director of Finance:

Kimberly Corell

Director of Human Resources/Civil Service:

James Brumm

Director of Parks & Cultural Services:

Chien Wei

Director of Public Works:

Jody Hooks

1. CALL TO ORDER AND ROLL CALL OF MEMBERS

Mayor Long called the meeting to order at 5:03 p.m. and called the roll. All members of Council were present except Mr. Mann.

Absent 1 - Mr. Andy Mann

Present 6 - Mayor Nick Long, Mr. Tommy Cones, Mr. Tom Crews, Mr. Justin Hicks, Mr. Chad Tressler and Mr. Sean Saunders

2. **PUBLIC COMMENTS**

3. **PRESENTATION AND DISCUSSION REGARDING THE FY2024 AUDIT PLAN**

Candace Brown, City Auditor, presented the proposed FY24 audit plan.

Purpose of Annual Audit Plan

Provides the framework utilization of audit resources

Guides audit activities of the City Auditor

Outlines a targeted plan subject to changes

Development of Annual Audit Plan

Audit Leads

Prior Audits/Inquiries/Complaints

City Council

Priorities/Concerns/Requests

External

Other Municipalities/Trends/Professional Association

Management

Priorities/Concerns/Requests

Internal

Previous Audit Plan/Audit Topic List/External Audits

Development of Annual Work Plan

Develop preliminary audit topic list and solicit input

Refine analyze categorize audit topic list and determine hours budget

Discuss new audit topics with city manager

Prepare & present preliminary proposed audit plan to finance committee

Prepare proposed audit plan and schedule city council work session

Discuss propose audit plan and audit topics lists with city council

Prepare final annual audit plan

Present resolution to city council for approval

FY24 Proposed Audit Plan (Carry Forward Audits)

Fleet Retirement Process Follow-up

Commercial Remodel Sales Tax

FY24 Proposed Audit Plan (Follow-Up Audits)
Commercial Remodel Sales Tax
Wire Transfer Process
Short Term Rentals
Fleet Retirement Process Audit

FY24 Proposed Audit Plan (New Audits)
ARPA Subrecipient Funding
Annual Permit Renewal
Police Overtime

FY24 Proposed Audit Plan (Additional Audits)
Hotel Occupancy Tax
New Construction Sales Tax

Audit Topic Review
Proposed Audit Topic Selection List
Other Potential Audit Topics

4. ADJOURNMENT

At 5:24 p.m. Mayor Long said, there being no further business this meeting is adjourned.

NICK LONG
MAYOR

DIANA M. STAPP
CITY SECRETARY

(SEAL)

MINUTES APPROVED: