



City of League City, TX

300 West Walker
League City TX 77573

Meeting Minutes City Council

Monday, September 26, 2016

6:00 PM

Johnnie Arolfo Civic Center
400 West Walker Street

Council Work Session

1. CALL TO ORDER AND ROLL CALL OF MEMBERS

The City Council of the City of League City, Texas, met in a special work session in the Johnnie Arolfo Civic Center at 400 West Walker Street on the above date at 6:00 p.m.

Mayor:

Pat Hallisey

City Council Members:

Dan Becker
Hank Dugie
Heidi Hansing
Todd Kinsey
Geri Bentley
Keith Gross
Nick Long

City Manager:

Mark Rohr

Deputy City Manager:

John Baumgartner

Asst. City Manager/Director of Finance:

Rebecca Underhill

City Attorney:

Nghiem V. Doan

City Secretary:

Diana M. Stapp

Chief of Police:

Michael Kramm

Director of Engineering:

Earl Smith

Director of Human Resources/Civil Service:

Queenell Fox

Director of Parks & Cultural Services:

Chien Wei

Director of Planning & Development:

Paul Menzies

Director of Public Works

Gabriel Menendez

1. CALL TO ORDER AND ROLL CALL OF MEMBERS

Mayor Hallisey called the meeting to order at 6:00 p.m. and called the roll. All members of Council were present.

Present 8 - Mayor Pat Hallisey, Mr. Dan Becker, Mr. Hank Dugie, Ms. Heidi Hansing, Mr. Todd Kinsey, Ms. Geri Bentley, Mr. Keith Gross and Mr. Nick Long

2. **PRESENTATION AND DISCUSSION REGARDING THE REQUEST OF THE LEAGUE CITY GIRLS SOFTBALL ASSOCIATION TO OPERATE THE GIRLS ASA SOFTBALL PROGRAM**

Chien Wei, Director Parks & Cultural Services said just to give the council some background, the girls softball program prior to 1997 was run by a youth organization. In 1997 there were two girls' softball programs and they approached the city to take over the program. We have since ran the program since 1997. Currently we have 150 girls in the fall program and 200 girls in the spring program. Games and practices are held at the Chester L. Davis Sportsplex (3 fields) and at Lynn Gripon Park at Countryside (2 fields). The current budget is \$27,000 in expenses and generates about \$23,000 in revenue. Staff plans to increase user fees on the next fee schedule update if this item is not approved.

The League City Girls' Softball Association (LCGSA) has requested to take over the program. They established their 501c3 in August 2016. They have requested from the city a letter of support to pursue grant opportunities to help fund the program if they were to take over the program. They have also requested \$1,500 in used equipment that we currently hold in our possession for the program, so if they were to run the program we would no longer have use for the equipment. They are hoping to implement this in January 2017 and run the program in Spring 2017. If they take over the program they will like any other youth organizations (Little League, Soccer Program, Pony Colt Baseball) sign a contract with the City to pay a non-resident users fee for anybody in their program and 15% of concession revenue per out Athletic Policy. The LCGSA is also requesting a concession stand. Currently out at the Sportsplex adjacent to their fields is two concession stands. One is operated by League City Little League in their scorehouse and the other is the Green Pavilion. Kenny Walsh has requested the Green Pavilion from Little League and they have said they will cooperate. If we are unable to obtain the Green Pavilion concession stand, we will probably need to add a concession stand to the scorehouse at some point in the future. Some of the duties that they would assume include lining fields, drag and maintain fields, purchase equipment, player registration, promotion, umpire agreements and paying umpires, uniform orders, trophy orders, schedule practices and games, organize teams, submit sanction fee payments to ASA, work with ASA to schedule all-star teams for championship play, submit tournament team payments to ASA, and pay for background checks on coaches. Remaining duties of the city would include mowing fields, annual meetings with LCGSA for Athletic Policy Contract and Maintenance Agreement, reserve fields for LCGSA for practices and games, communicate field closures to LCGSA due to weather, clean parks and restrooms for practices and games, communicate park and facility needs with LCGSA, and provide lighting for evening practices and games. We currently have one staff person that is dedicated to the program and it takes about 20% of their time.

3. **PRESENTATION OF ACCESS CONTROL AUDIT REPORT**

Michelle Tressler, City Auditor said for some background, this audit was done by our previous auditor so the scope of this audit was FY2015. He left before the final report was published so to close that loop I did a follow up on the findings that he had and enough time had passed so they all should have been implemented. When he did this audit he chose two systems to review: the Utility Billing System through SunGard and the Parks RecTrac System. He found six opportunities for improvement and after looking at it I feel that all six have been fully implemented. To identify the six opportunities, the first is lack of policies and procedures. There were no policies and procedures in place for the granting of access rights. So Information Technology (IT) worked with Human Resources (HR) to develop an activation/deactivation procedure for new and terminated employees. They also set up a procedure for all new hires and terminations to be submitted through the help desk software so they have a ticket to track it and make sure it gets done. The second one was that logs weren't enabled and being monitored. Both for Utility Billing and RecTrac they were not enabled and were not being monitored. RecTrac didn't realize there was an audit log that they could turn on and in place. So through this audit both logs are now enabled and being monitored. The Parks RecTrac logs are being monitored and run monthly and document any finding. Utility Billing audit logs were enabled but not monitored making it cumbersome for IT to get to them. Utility Billing is under SunGard currently and will be transitioning to Tyler Systems. They have made sure that they will be turned on in the new system and they will know how to access and review them. The third item, Data Owner Approvals Lacking. The data owners were not always involved when changes to access rights were made to their application. The data owners in this instance would be Parks and Rec or Utility Billing. IT is making every effort to ensure that data owners are informed of any changes that they need to make to the software application. They are also doing annual reviews with the data owners to make sure the accesses are correct. Number four, User Entitlement Reviews Not Performed. This is along the same lines as the employee access rights and in conjunction with item 3 It has set up automated schedules to perform an audit on the access to these systems every 6 months. So currently Utility Billing is January and July, RecTrac is February and August. Number 5, Missing Non-Disclosure Agreement (NDA). The NDA was missing for Vermont Systems, the vendor that supports the RecTrac system. They have since submitted one and the signed agreement is now in Laserfiche. Number 6, No Deactivation Procedure. In conjunction with #1, the policy they created now covers both deactivation and termination.

4. PRESENTATION AND DISCUSSION REGARDING PROPOSED ADVOCACY PROGRAM

Mark Rohr said I brought this up probably four or five months ago when we started in on the revenue study to enhance our footprint regionally, statewide, even nationally as a means of having more things come our way to the best interest of the citizens. What we have done is assigned that to John, who did a good job in developing different ideas which is what we are going to present this evening. It is reasonable to assume that we get better with this as time goes on. It might start out a little rough but I think will get more sophisticated as time goes along with feeling our way through. I think there is also a secondary benefit that can allow us to focus on outside issues as opposed to being fixated on some internal issues happening within the city. I think some focus on issues outside the boundaries of the city might do us some good in many respects. This is intended to be a program that is primarily elected official to elected official. I would recommend that each of the council members have one elected official at your choosing that you establish and maintain contact with and develop a relationship with. And hopefully that relationship will end up benefiting the city over the long run.

John Baumgartner, Deputy City Manager said as we begin this is clearly a first draft and is modeled after some other programs that I have seen. Being in that I tried to identify who all our elected officials are on page two of the memo. I understand a couple of those will change with the election in November and they will take office in January and we will update that information. Page three is just an outline of the Advocacy Program. As Mark said one of the goals is to raise the City's profile locally, regionally, statewide and nationally to better influence legislation and funding that affects our resident and business community. With that is a How? Formally adopt an "Advocacy Program" to address issues important to League City (Council), kind of the outline that we have in front of us tonight. Establish a working relationship with our elected representative and their staffs; local, county, state and federal. (Council and Staff). fundamentally that is targeted with the council, city elected officials. Certainly as we work throughout the community we as staff will run into some of the elected officials, it is important that we understand what is important to the council and get an opportunity to convey it to them. Actively participate with regional planning organization, fundamentally HGAC including legislative, technical and policy committees (Council and Staff). Actively participate in Texas Municipal League, its affiliates and legislative committees (Council and Staff). Actively participate in professional organization and attend local, state and national activities (Council and Staff). Actively participate in local chamber of commerce and their legislative committee (Council and Staff). And provide periodic updates regarding legislative issues (Staff), that certainly can be our goal to provide you information on what is churning at the state legislature. I provided an outline that I developed based on my experience of what I have seen and adopts a specific advocacy program for League City.

One of the highest priorities is, that Home Rule cities have, is legislation that would erode or otherwise diminish home rule authority and local control. And legislation that would create an unfunded duty, responsibility or standard on local government. Then of course locally, Transportation, support expanded regional transportation funding options, support expedited development of the Grand Parkway particularly in Galveston County. Hurricane Protection, development of the Ike Dike or similar hurricane protection system for League City and Galveston Bay. There are a couple of Specific Legislative actions, provide legislation that would allow us to use the Centerpointe easements, provide them appropriate indemnification so they could do that without concern of being sued. Then the other one has to do with state hotel/motel tax and alcoholic beverage tax, to support the construction of a convention center in League City.

As we continue down the list some of it reiterates basic issues with local home rule authority. Oppose: legislation that would erode or otherwise diminish local control over municipal finances and revenues, appraisal and revenue caps, rollback limitations, limitation of tax increment financing, limitation on certificates of obligation, operations, employment and post-employment benefits, local control over placement of electronic billboards, expansion of collective bargain rights and annexation limitations. Support: Truth in taxation, support streamlining and clarifying mandatory property tax rate adoption language and publications; Economic development, support fairness and equity in the application of sales and use taxes to good and services, support economic development bills that create jobs which benefit the region; Transportation, support bill which provides dependable multi-year funding consistent with mobility needs, funding for the expansion of IH45, FM270, FM517 and FM646; Water, support a water plan that encourages conservation through contracts and rate structures and keeps revenues within the region they are collected, successful management of the Brazos River as a sustainable and reliable water supply; Utilities, support timely relocation of the utility facilities, endorse legislation that would create local option surcharges to fund undergrounding utilities, endorse a change in the use of video Public Educational and Government (PEG) fees; Finance, support the tax exempt status of municipal bonds, Legislative programs (except as they conflict with a City position) of Texas Municipal League, Texas Coalition for Affordable Power, Texas Coalition of Cities for Utility Issues, Clear Creek Independent School District, Dickinson ISD, Trinity River and HGAC. So what our goal though is again this is a policy statement that represents the goals and objectives of the council. My intent here is to just give you an outline on what is important to us. If we can come to a consensus then we would propose that we would adopt this as a policy statement and we would forward that on to our elected officials both locally, state wide and nationally.

5. **CONDUCT A WORK SESSION OF THE CITY COUNCIL TO RECEIVE INFORMATION CONCERNING AGENDA ITEMS APPEARING ON THE MEETING AGENDA FOR THE SEPTEMBER 27, 2016 MEETING OF THE CITY COUNCIL OF THE CITY OF LEAGUE CITY.**

NO VOTE OR ACTION WILL BE TAKEN ON ANY ITEM UNDER CONSIDERATION

6. **ADJOURNMENT**

PAT HALLISEY
MAYOR

DIANA M. STAPP
CITY SECRETARY

(SEAL)

MINUTES APPROVED: