City of San Marcos

630 East Hopkins
San Marcos, TX 78666

Meeting Minutes - Draft
City Council

City Council Chambers

Tuesday, September 3, 2019   **3:00 PM**

I. Call To Order

With a quorum present, the work session meeting of the San Marcos City Council was called to order by Mayor Hughson at 3:03 p.m. Tuesday, September 3, 2019 in the City Council Chambers, 630 E. Hopkins, San Marcos, Texas 78666.

II. Roll Call

Council Member Derrick, Council Member Mihalkaning and Mayor Pro Tem Prewitt arrived after roll call at 3:10 p.m.

Present: 6 - Mayor Pro Tem Lisa Prewitt, Council Member Saul Gonzales, Council Member Melissa Derrick, Mayor Jane Hughson, Council Member Joca Marquez and Council Member Mark Rockeymoore

Absent: 1 - Council Member Ed Mihalkanin

PRESENTATIONS

1. Receive Staff presentation and hold discussion regarding the state of Cyber Security at the City, and provide direction to the City Manager.

Mike Sturm, Information Technology Director and Carl Stewart, Assistant Director of Information Technology provided the Council with a presentation regarding Cyber Security at the City. Mr. Sturm provided the history of cyber attacks and what the City is doing in response. The City has completed security assessments, has conducted network penetrations tests, and introduced security training.

The following have been added for email security:
• Scan for critical or sensitive data from leaving the City network – email must

be encrypted
• **Implemented rules to prohibit attackers from using the City's email address**
• **All external emails are flagged for easy recognition**
• **Implemented an easy way for employees to report phishing from any device**
• **All emails have a standardized city signature**

Current City Security Features:
• **Implemented new technology on all external connections into the City's network**
• **Block all bad known IP addresses from communicating with the City's network**
• **Log forwarding for Firewall Logs**
• **Follow recommended best practices for remote connectivity**
• **Backup validation daily**
• **Critical infrastructure are protected with enhanced security features**
• **Automated firmware and security patch installation**
• **Multifactor authentication for mobile devices**
• **Application control for servers and workstation**
• **(Future) Library Isolation – Public access**

Current Security Training and Education throughout the City:
• **Mandatory Security Awareness Training**
   ▪ **Conduct training during onboarding**
   ▪ **Annual security training for all employees**
   ▪ **Conduct periodic Phishing campaigns**
• **Keep employees informed on current cyber threats**
• **Conduct ad-hoc face-to-face security awareness training for the organization**
• **Attend regional training events/exercises**
• **Conduct Disaster Recovery exercises**

Policies, Plans and Procedures in place currently:
• **Security Awareness Training Policy**
• **IT Security Policy**
• **Security Incident Response Plan**
• **Disaster Recovery Plan**

City's Insurance Protection:
• **Cyber threats are becoming increasingly common, and governmental entities are exposed to**
this threat. The City has a $1,000,000 cyber liability policy with a $0 deductible to cover

security and privacy liability and a cyber Breach response (post-breach) service of up to $50,000.
• The information security and privacy liability insuring agreement is the true liability coverage component of a cyber and privacy insurance policy because it pays actual liability losses sustained from claims made against the insured by various parties.

• The post-breach services include:
  ▪ Privacy Breach Response Services
  ▪ Notification of Affected Individuals
  ▪ Call Center Support
  ▪ Breach Resolution
  ▪ Legal Services
  ▪ Computer Expert Services
  ▪ Public Relations and Crisis Management Services

As attacks become more sophisticated we will evolve and adapt to protect the City by:
• Continue training and educating staff (IT and End-Users)
• Conduct operational exercises to validate processes and familiarize and train staff
• Evaluate and re-evaluate current security features, process, and policies
• Stay informed and continue working with security experts and consultants to test and validate our security posture.

Council would like to be informed when the Cyber Security Strategic Plan is implemented.

2. Receive an update and hold discussion regarding the City's Bond Program related to the Fire Training Facility and the Library addition/renovation, and provide direction to the City Manager.

Steve Parker, Assistant City Manager, provided a brief background of the City's Bond Program related to the Fire Training Facility and the Library addition/renovation.

Les Stephens, Fire Chief introduced Paul Acevedo with Jacobs Engineering and Dr. Abercrombie of Abercrombie Planning and Design.

Mr. Acevedo and Dr. Abercrombie led the presentation. They spoke briefly on the existing site of the Fire Training Facility and the needs analysis which include the following:
• Review of Current and Anticipated Departmental Staffing

• **Review of Current Training Practices**
• **Stakeholder Focus Group Interviews**
• **Photo Survey of Target Hazards**
• **Review of Existing Facilities**

• **Benchmarking of Best Practices in Fire Training Facilities**

Dr. Abercrombie identified the priority target hazards:
• **Multi-Family Residential**
• **Difficult Single Family Residential**
• **High Rise/Vulnerable Population**
• **Big Box/Warehouse**
• **Historic Structures**
• **Hazardous Materials**
• **Transportation**

Dr. Abercrombie identified the key training challenges:
• **Stair Access (Interior and Exterior)**
• **Exposures**
• **Limited or Diminished Access**
• **Large Area Search**
• **Technical Rescue**
• **Rescue of High-Risk Populations**
• **Terrain**
• **High Water**

The prioritized training elements include the following:
• **6 Story High Rise Burn Building**
• **Technical Rescue Training Structure**
• **3 Story Apartment Burn Building**
• **Emergency Vehicle Driving Course**
• **2 Story Residential Burn Building**
• **Commercial/Strip Shopping Center Burn Building**

However, with the funding available at this time only phase one of the project would be constructed, which includes a two-story residence burn building and no sewer or sanitation at this time. However, as funding becomes available future phases will be completed. Mr. Abercrombie outlined the future phases to include the following training tools:
Logistics Building, Fire Station, Administration/Classroom Building, Training Storage Building, Traffic Gates, and High-Speed Gates

Props would include:
A two-story residence burn building, three story apartment burn building, shopping center burn building, six story tower burn building, technical rescue area, hazardous material prop, car fire prop, fuel container prop, outdoor classrooms, and driving skills pad.

Council held discussion regarding the language of the bond election ballot regarding the fire facilities and there was concern of the amount of funding needed for completion of the fire training facility.

Chief Stephens explained the Bond approval was for the master plan and phase one. The intent is to set the framework for the facility and to meet the immediate needs of the department. The first phase would include construction, paving the new drive crossing culvert, connection to the prop which would include a two-story residence burn building. All future phases will be constructed as funding becomes available. This project is a phased in approach.

Mayor Hughson asked that an overview be provided to Council regarding the requirements to put the Master Plan in place, including water and sewer lines, and a list of exactly what we will get with the 1.8 million that Chief Stephens discussed.

Mr. Parker provided a brief update on the library addition and revision. The overall site plan and floor plan of the library includes:
• Complete renovation of existing space
• New addition more than doubles usable space
• Large meeting room to hold groups of 200+ people
• 10+ multipurpose meeting rooms and study spaces
• Expanded lobby/additional congregation space at new entrance

The following sustainability strategies will be implemented:
• Raingardens between parking lots to provide stormwater quality assistance
• 20+ new trees to be planted along Hopkins St.
• COSM's Conservation Department has identified additional funds to be used for sustainability features
• Design team working to add rainwater harvesting system and artificial turf to the design with additional funds

This project is on budget with the assistance of the Friends of the Library $1M pledge.

Council Member Prewitt would like to see a cost analysis of solar panels. Project completion date is projected in early 2021.

EXECUTIVE SESSION

3. Executive Session in accordance with the following Government Code Sections:

A. Section § 551.071 - Consultation with Attorney: to receive a staff briefing and deliberate regarding the creation of Hays County Municipal Utility District No. 8.

B. Section § 551.087 - Economic Development: to receive a staff briefing and deliberate regarding Hays County Municipal Utility District No. 8.

No Executive Session needed at this meeting.

III. Adjournment.

A motion was made by Council Member Gonzales, seconded by Mayor Pro Tem Prewitt, to adjourn the work session meeting of the City Council at 4:59 p.m. The motion carried by the following vote:

For: 7 - Mayor Pro Tem Prewitt, Council Member Gonzales, Council Member Derrick, Mayor Hughson, Council Member Mihalkanin, Council Member Marquez and Council Member Rockeymoore

Against: 0

Jamie Lee Case, TRMC, City Clerk　　　　　　　　　　　**Jane Hughson, Mayor**

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