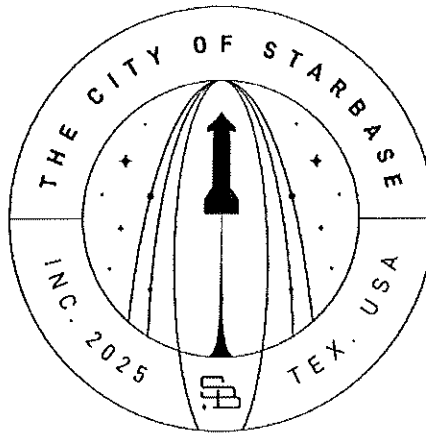




City of Starbase
Notice of City Commission Meeting
39046 L B J Boulevard
Starbase, TX 78521
Wednesday, November 19, 2025
7:00 PM

Pursuant to Section 551.127, Texas Government Code, one member of the City Commission may attend this meeting remotely using videoconferencing technology. A quorum of the Commission will be physically present at the location provided above.

Public Comment Policy:

Pursuant to Texas Government Code 551.007, citizens wishing to address the Commission may do so during the listed public comment sessions. A person who addresses the Commission, including during a public hearing, must limit his/her remarks to the agenda items only. Citizens wishing to address the Commission on items requiring a public hearing, shall address the Commission during the public hearing. The public comment sessions are reserved for items on the agenda that do not have a public hearing.

Citizens wishing to speak during Public Comment or Public Hearing must first complete a speaker card and submit it to the City Clerk fifteen minutes before the beginning of the meeting. Once recognized by the Mayor, please step forward to the speaker's podium, state your name and address and speak directly into the microphone. No discussion or action may be taken by the Commission at this meeting on any item not listed on the agenda, other than to make statements of factual information or recite existing policy in response to a citizen's inquiry.

Time limits:

- *Public comment period: citizen comments are limited to two (2) minutes per individual per public comment period.*
- *Public hearing: citizen comments are limited to three (3) minutes per individual per public hearing.*
- *Mayor's discretion: if ten (10) or more speakers sign up to speak per public hearing, the Mayor may reduce the time allotted to each speaker to no less than one minute per speaker.*
- *Translator: members of the public requiring the use of a translator shall be given twice the amount of time to speak than speakers who do not require the assistance of a translator.*
- *Time limits do not apply to the Commission, city staff, or guests invited by the Commission to provide input on an agenda item.*

**City of Starbase
City Commission Meeting Agenda
Wednesday, November 19, 2025**

A. Call to Order and Quorum Determination

B. Pledge of Allegiance

C. Public Comment on All Agenda Items (except public hearing) – *comments limited to two minutes per individual, as set forth above.*

D. Consent Agenda

1. Action regarding the meeting minutes for the October 15, 2025, City Commission meeting.

E. Public Hearing – *comments limited to three minutes per individual, as set forth above.*

1. Conduct a public hearing, discussion and action on an ordinance ordaining the City's participation in the Texas Enterprise Zone program and nominating Space Exploration Technologies Corp. for designation as an enterprise project for the Starbase Gigabay Triple Jumbo Project.

F. Regular Session

1. Discussion and action on a resolution designating the Space Exploration Technologies Corp. Starship Infrastructure Expansion Project as an enterprise project pursuant to the Texas Enterprise Zone Act.
2. Discussion and action on an ordinance adopting Type A municipal powers.
3. Discussion and action on an ordinance approving a floodplain damage prevention ordinance.
4. Discussion and action on an ordinance creating a Natural Resources Department, creating the Natural Resources Fund, and providing for an amendment to the fiscal year 2025-2026 budget to appropriate funds for the Natural Resources Fund.
5. Presentation on the October 2025 Financial Report summarizing financial transactions through October 31, 2025.

G. Commission/City Administrator Update

1. Items of Community Interest: *Pursuant To Texas Government Code Section 551.0415 The Mayor, Commission And City Administrator May Report On The Following Items: (1) Expression Of Thanks, Congratulations Or Condolences; (2) Information Regarding Holiday Schedules; (3) Recognition Of Individuals; (4) Reminders About Upcoming*

City Commission Events; (5) Information Regarding Community Events; (6) Announcements Involving Imminent Threat To Public Health And Safety.

2. City Administrator Report
 - a. Building Permit Activity for October 2025
 - b. Schedule for Future City Commission Meetings
 - c. Update on City Audit
3. Future agenda item requests – no discussion or action may be taken by the Commission on future agenda item requests.

H. Executive Session: In accordance with Texas Government Code, Chapter 551, the City Commission will recess into Executive Session (closed meeting) to discuss the following:

1. **Section 551.071(1):** Consultation with attorney regarding pending or contemplated litigation:
 - a. *City of Starbase v. Honorable Ken Paxton, Attorney General of the State of Texas*, cause no. D-1-GN-25-009365, filed on October 20, 2025; and
 - b. The Attorney General rulings on public information request numbers PIA-2025-4, PIA-2025-5, PIA-2025-6, PIA-2025-26, PIA-2025-58 and PIA-2025-59.
2. **Section 551.071(2):** Consultation with attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, regarding the statutory duties of public officials.

I. Reconvene into Open Session: In accordance with Texas Government Code, Chapter 551, the City Commission will reconvene into Regular Session to consider and take appropriate action, if any, regarding any items discussed in Executive Session.

J. Regular Session

1. Discussion and action regarding *City of Starbase v. Honorable Ken Paxton, Attorney General of the State of Texas*, cause no. D-1-GN-25-009365, filed on October 20, 2025.
2. Discussion and action regarding *City of Starbase v. Honorable Ken Paxton, Attorney General of the State of Texas*, for requests referenced in Executive Session Agenda Item H. (1). (b) filed prior to this City Commission meeting.

K. Adjourn

Taxpayer Impact Statement*

Property Tax Due on Median Valued Homestead 2024 Rate vs 2025 Proposed Rate vs 2025 No New Revenue Rate			
	Rate per \$100 of Value	Median-Valued Homestead Property	Tax Due
2024 Adopted Rate	n/a	n/a	n/a
2025 Prosed Rate	0.550000	\$48,232	\$265.28
2025 No New Revenue Rate	n/a	\$48,232	n/a

**This notice is required by section 551.043(c) of the Texas Government Code. This is the same taxpayer impact statement provided with the adoption of the FY 2025-2026 budget on September 11, 2025.*

NOTE: The City Commission reserves the right to meet in executive session closed to the public at any time during the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including § 551.071 (private consultation with the attorney for the city); § 551.072 (discussing purchase, exchange, lease or value of real property); § 551.073 – (deliberation regarding prospective gift); § 551.074 (discussing personnel or to hear complaints against personnel); § 551.076 (deliberation regarding security devices or security audit); § 551.087 (discussing economic development negotiations); § 551.089 (deliberation regarding security devices or security audits, and/or other matters as authorized under the Texas Government Code). Any decision on such matters will be taken or conducted in open session following the conclusion of the executive session.

Requests for accommodation or interpretive services must be made 48 hours prior to this meeting. Please contact the City Clerk's office.

I, City Clerk Caroline Cole, certify that this notice of meeting and agenda of items was posted in accordance with Chapter 551, Texas Government Code, at least three business days prior to the meeting date and shall remain posted until the meeting is adjourned.



Caroline Cole, City Clerk

Date: 12 November 2025



City of Starbase
City Commission Meeting Minutes
39046 L B J Boulevard
Starbase, TX 78521
Wednesday, October 15, 2025
7:00 PM

A Regular Meeting was held by the Starbase City Commission of the City of Starbase, Texas, on October 15, 2025, at 7:00 p.m. in the temporary city hall located at 39046 LBJ Blvd, Starbase, Texas, 78521. The following City Commission members were present:

Mayor Bobby Peden

Commissioner Jordan Buss

Commissioners absent:

Commissioner Jenna Petrzelka

Staff Present:

City Administrator: Kent Myers

City Clerk: Caroline Cole

Assistant City Clerk: Gretchen Norton

City Attorney: Marie Johnson (by Teams video conference)

A. Call to Order and Quorum Determination

Mayor Peden called the meeting to order at 7:01 p.m. and a quorum was present.

B. Pledge of Allegiance

Mayor Peden led the Pledge of Allegiance.

C. Public Comment on Items Listed in Sections D & F— *comments limited to two minutes per individual.*

No speakers signed up to speak.

D. Consent Agenda

1. Action regarding the minutes of the September 11, 2025, September 17, 2025, and September 25, 2025, City Commission meetings
2. Action on an agreement with Burton, McCumber & Longoria, LLP for municipal auditing services.
3. Action to authorize the City Administrator to execute a Chapter 43 Texas Local Government Code Municipal Services Agreement with Space Exploration Technologies Corp. for the provision of municipal services upon annexation of a 1,256.978 acre tract of land.
4. Action on a resolution providing for city bulletin boards to display physical postings of City Commission meeting notices.

Kent Myers, city administrator, introduced the consent agenda. The consent agenda included three sets of minutes from the September meetings for consideration and the first audit agreement for the partial year of May through September 2025. Mr. Myers suggested Burton, McCumber & Longoria, LLP as an auditing firm for an estimated cost of \$17,500. He introduced Ben Pena from the firm and stated he is available for questions that the mayor or commissioner may have. Kent asked if Ben Pena had anything he wished to say, which he did not. Kent gave a brief overview of the audits that they do for Cameron County and many other surrounding cities, adding that they are very experienced and hopes that the commissioner will approve them. Marie interjected that before moving onto the next item, she wanted to let the commission be aware that the audit agreement be approved but subject to final legal review as it was still under negotiations. Kent commented to the commissioners that they make sure to make the motion with the added final legal review. Item three is the municipal service agreement for property proposed for annexation to the city. Kent noted that state law requires same services for annexed lands as it is for all city property and therefore it is on the agenda, and it is pretty routine. A resolution on the agenda is to designate how meetings are posted publicly. There is a recommendation for four city bulletin boards to be used to display public meetings. Kent continued to state that they are recommending approval of the consent agenda with the final legal review of the audit agreement, then added as a reminder that Mr. Pena and Marie are available for questions. Marie adds that the bulletin boards have not been changed, it's just a public notification of their locations. Mayor Peden comments that he noticed the locations for the bulletin boards are the same and asked if there were other bids for auditing services. Kent stated no there were no other bids and that they are excited to work with such an experienced firm that will suggest ways to improve our record keeping and move forward and added that this being our first year of operation they will hopefully have positive suggestions to improve our financial operations. Mayor

Peden commented that those were the only questions he had, and asked Commissioner Buss if he had any, which he declined.

A motion was made by Commissioner Buss to approve D1, D3, and D4 as presented, and approve D2 approved subject to final legal review as mentioned by the city attorney's office and authorize the city administrator to execute the same. Mayor Peden seconded the motion. The motion carried with a unanimous vote of 2-0.

E. Public Hearing

1. Conduct a public hearing on an ordinance annexing into the corporate limits of the City of Starbase an approximate 1,256.978 acre tract of land located in Cameron County, Texas, comprised of: 1) a 1,212.85 acre tract out of Share I and Share II of the San Martin Grant A-6 and the H.M. Skelton Vacancy Award, A-269, in Cameron County, Texas, comprised of 912.64 acres, as recorded in the real property records of Cameron County, Texas as document no. 2016-6495, and 300.20 acres, as recorded in the real property records of Cameron County, Texas as Document No. 2024-35969; 2) a 21.16 acre tract of land being out of a 70.33 acre tract of the Rio Grande Beach Subdivision, Unit No. Four, as recorded in Vol. 22, Page 21 in the Cameron County Map Records; and 3) a 22.968 acre tract of land being out of a 70.33 acre tract of the Rio Grande Beach Subdivision, Unit No. Four, as recorded in Vol. 22, Page 21 in the Cameron County Map Records thereby extending the municipal boundary limits and providing for matters related thereto.

Mayor Peden opened the public hearing at 7:09 p.m.

No speakers signed up to speak.

Mayor Peden closed the public hearing at 7:09 p.m.

F. Regular Session

1. Discussion and action on an ordinance expanding the extraterritorial jurisdiction of the City of Starbase to include an area contiguous to the otherwise existing extraterritorial jurisdiction, being an approximate 1,256.978 acre tract of land located in Cameron County, Texas, comprised of: 1) a 1,212.85 acre tract out of Share I and Share II of the San Martin Grant A-6 and the H.M. Skelton Vacancy Award, A-269, in Cameron County, Texas, comprised of 912.64 acres, as recorded in the real property records of Cameron County, Texas as document no. 2016-6495, and 300.20 acres, as recorded in the real property records of Cameron County, Texas as Document No. 2024-35969; 2) a 21.16 acre tract of land being out of a 70.33 acre tract of the Rio Grande Beach Subdivision, Unit No. Four, as recorded in Vol. 22, Page 21 in the Cameron County Map Records; and 3) a 22.968 acre tract of land being out of a 70.33

acre tract of the Rio Grande Beach Subdivision, Unit No. Four, as recorded in Vol. 22, Page 21 in the Cameron County Map Records thereby extending the extraterritorial jurisdiction, amending the official city map, and providing for matters related thereto.

Kent Myers, city administrator, recommended tabling this for future consideration.

Commissioner Buss made a motion to table the ordinance expanding the extraterritorial jurisdiction of the City of Starbase to the November 19, 2025 meeting at 7:00 p.m. Mayor Peden seconded. The motion carried with a unanimous vote of 2-0.

2. Discussion and action on an ordinance annexing into the corporate limits of the City of Starbase an approximate 1,256.978 acre tract of land located in Cameron County, Texas, comprised of: 1) a 1,212.85 acre tract out of Share I and Share II of the San Martin Grant A-6 and the H.M. Skelton Vacancy Award, A-269, in Cameron County, Texas, comprised of 912.64 acres, as recorded in the real property records of Cameron County, Texas as document no. 2016-6495, and 300.20 acres, as recorded in the real property records of Cameron County, Texas as Document No. 2024-35969; 2) a 21.16 acre tract of land being out of a 70.33 acre tract of the Rio Grande Beach Subdivision, Unit No. Four, as recorded in Vol. 22, Page 21 in the Cameron County Map Records; and 3) a 22.968 acre tract of land being out of a 70.33 acre tract of the Rio Grande Beach Subdivision, Unit No. Four, as recorded in Vol. 22, Page 21 in the Cameron County Map Records thereby extending the municipal boundary limits, amending the official city map and providing for matters related thereto.

Kent Myers, city administrator, recommended to table this until the November 19, 2025 meeting as well.

Commissioner Buss made a motion to table the annexation ordinance to the November 19, 2025 meeting at 7:00 p.m. Mayor Peden seconded. The motion carried with a unanimous vote of 2-0.

3. Discussion and action on a resolution creating the Natural Resources Committee responsible for oversight of the wetlands mitigation bank, coastal dune restoration and protection and maintenance of Boca Chica Beach.

Kent Myers, City Administrator, stated that Marie Johnson has worked hard on this resolution and requested that Marie provide a summary of the resolution prior to taking action. The committee will be composed of residents of the community that are subject matter experts. There is much of the Starbase area that has a wealth of natural resources that the city is interested in protecting. The committee will be

responsible for Boca Chica Beach and any other natural resource adjacent areas that the city would like to be the easement holder for such as the wetlands mitigation bank, but the area is more than just that. This resolution will allow the members to advise on matters relating to the natural resources' areas. The committee will be an advisory role only. They will have no authority to spend funds. Their role will be to be advisory to the commission and to city staff. Marie asked if there were any questions, Mayor Peden and Commissioner Buss stated that they had no questions.

Commissioner Buss made a motion to approve a resolution creating the Natural Resources Committee as presented. Mayor Peden seconded. The motion carried with a unanimous vote of 2-0.

4. Discussion and action to appoint members of the Natural Resources Committee.

Kent Myers, City Administrator, began the discussion by reminding the Commission that the Natural Resources Committee needs to have members appointed that are subject matter experts and residents of Starbase. Kent then listed the proposed members be Brandon Conroy, Anthony Greco, Sheila McCorkle, Kevin Bagnall, and Matt Tuckness. Kent added that they will serve two-year terms and will have recommendations for the commission and the city staff. Kent stated that is who they are recommending to the Commission for consideration this evening. Commissioner Buss added a few remarks that he appreciates them for volunteering and that he knows some of the members personally, and he knows how passionate they are about Starbase and the environment here. He is excited to have them as part of the team.

A motion was made by Commissioner Buss to appoint Brandon Conroy, Anthony Greco, Sheila McCorkle, Kevin Bagnall, and Matt Tuckness to the Natural Resources Committee. Mayor Peden seconded. The motion carried with a unanimous vote of 2-0.

5. Discussion and action on a resolution amending Resolution No. 2025-05-29-O05-RE to change the name of the Starbase Long-Term Development Planning Committee to Starbase Advisory Committee, expand the committee to five members, and to define the committee's scope and duties.

Kent Myers, City Administrator, began the discussion by reminding the Mayor and Commissioner that back in May, the Commission appointed the Starbase Long-Term Development Planning Committee since that time, there have been many meetings of that committee. They're made up of residents of Starbase to provide members of city staff on issues relating to Starbase. They've concluded the name is too lengthy and they are recommending the name be shortened to Starbase Advisory Committee. It will still be made up of residents, and the role of the committee has been refined. Kent explained, for the benefit of the public, the role of the committee. Their purpose is to advise the city commission on the views of the city residents with regard to the long-term development and the needs of the city and residents. These recommendations may include general comments on how property should be developed, what infrastructure is needed, how spaces should be developed, expansion or reduction of city operations, facilities, and services. They may also advise the commission on any matter as assigned by the commission, mayor, or city administrator. Additionally, they are recommending the committee be expanded from three members to five members. Mayor Peden commented that we have benefitted thus far and had no questions. Commissioner Buss confirmed no questions.

A motion was made by Commissioner Buss to approve the resolution as presented. Mayor Peden seconded. The motion carried with a unanimous vote of 2-0.

6. Discussion and action to appoint new members to the Starbase Advisory Committee.

Kent Myers, City Administrator, stated there is a resident present at the meeting that had volunteered to serve on the committee, Kevin Bagnall. A fifth member will be appointed at a later date. Kent invited Kevin to stand and be recognized. Commissioner Buss thanked Kevin for his willingness to join the team.

Commissioner Buss made a motion to appoint Kevin Bagnall to the Starbase Advisory Committee. Mayor Peden seconded. The motion carried with a unanimous vote of 2-0.

7. Presentation of the September 2025 Financial Report summarizing financial transactions through September 30, 2025.

Kent Myers, City Administrator, began by stating that this item is on the agenda for every meeting to keep the Commission and the general public aware of the city's financial status. This report covers May through September, the end of our fiscal year, and noted that it is subject to final information from the accountant. There are still

some bills for September expenses, and they anticipate a final trial balance over the next week or two. Kent went on to say that the numbers in front of the Commission are not the final numbers for the last fiscal year, but they are pretty close and he wants to point out a couple of significant numbers in the report. On page one, the total fund balance is not a final number but is projected to be \$1.7 million at the end of September, the end of the fiscal year. He goes on to add that there is the second tax anticipation notes that were closed the end of September which includes about \$1,000,000. With that set aside, the ending fund balance is about \$750,000. Then on page 4 there is a schedule that compares revenues, expenses to the budget and notes that again these are not final numbers but points out that building permits they budgeted \$505,000 which was based upon expected building activity, but they ended up collecting closer to \$600,000 in permits and fees. The city anticipated expenditures of \$1.94 million budgeted for expenses and ended up expending only about \$1.4 million. Kent restated that these are not final numbers, but that they ended up positive regarding expenditures of about \$528,000. Kent goes on to reiterate that the final balance is about \$1.7 million, but that includes the \$1 million tax anticipation note and that the city is wrapping up the fiscal year in a very positive financial status. He welcomes any questions. He adds on that once the final trial balance is completed by the accountant it will be turned over to the auditor, and the auditing process will take place with a tentative presentation to the Commission in either December or January. Commissioner Buss stated he has a question that the general government costs seem a bit higher than expected, and he noted that we do not have some public safety things in place yet and those expenditures are not present yet, and Commissioner Buss wanted to know if there was a breakdown for that. Kent stated that there will be a detailed breakdown of that, but there are some estimates when starting a new city. There was some knowledge about startup costs regarding new ordinances and resolutions that have to go through the legal process as well as public records requests that have to go through a review process by attorneys, and many unanticipated expenses regarding legal costs. Additionally, as building permits increased, so did the building inspection costs. On public safety, there are not the law enforcement expenses that were originally anticipated, so that helped to cover the general government expenses. There will be a full breakdown once everything is finalized. There were no other questions, so the discussion moved to item F8.

8. Discussion and action on an agreement with the Starbase Volunteer Fire Department to provide fire protection and suppression services.

Kent Myers, City Administrator, stated that they are pleased that the volunteer fire department is making some improvements in their ability to respond to calls within the city limits. They previously approved \$60,000 for the fire department to get started and fund some of their equipment, but to be able to expend the money, there needs to be an agreement between the city and the volunteer fire department. An agreement outlining the services expected from the fire department for the

funding proposed that the fire department is requesting, in addition to the \$60,000, a consideration of a per incident fee of \$600.00 per incident. This fee is for covering incidentals for expenses incurred during a structure fire or the like. This is still under review and under consideration. Kent stated he wanted that to reflect in the record. Commissioner Buss posed the question is that \$600.00 per incident fee is in line with other departments like Brownsville Fire Department. Kent admitted he was unsure. Marie Johnson, City Attorney, stated that it is generally very common to have a per incident charge and is not out of line with common costs. Commissioner Buss asked the Chief of the Volunteer Fire Department to stand and be recognized.

Commissioner Buss made a motion to approve an agreement with the Starbase Volunteer Fire Department to provide fire protection and suppression services, subject to final legal review by the city attorney's office and authorize the city administrator to execute same. Mayor Peden seconded. The motion carried with a unanimous vote of 2-0.

G. Commission/City Manager Update

1. Items of Community Interest: *Pursuant To Texas Government Code Section 551.0415 The Mayor, Commission And City Manager May Report On The Following Items: (1) Expression Of Thanks, Congratulations Or Condolences; (2) Information Regarding Holiday Schedules; (3) Recognition Of Individuals; (4) Reminders About Upcoming City Commission Events; (5) Information Regarding Community Events; (6) Announcements Involving Imminent Threat To Public Health And Safety.*

Kent Myers, City Administrator, announced that the city is proud to announce the First Annual Veteran's Day Celebration hosted by SpaceX. The event will take place on November 8th from 11:00am to 2:00pm at Boca Chica Beach and it is open to the public. All are welcome to attend. This will be the first veteran's day celebration hosted by SpaceX. The Starbase X account and the city website (www.starbase.texas.gov) will have more information in the coming weeks.

2. City Administrator Report
 - a. Building Permit Activity for September 2025

From May through September, it has been very active. In a little over 4 months there were 131 residential permits, 587 inspections completed, 16 commercial permits, and 39 commercial inspections. Construction continues to move forward on a variety of residential and commercial projects.

b. USPS approval of Starbase address request

After the previous council meeting, the USPS officially designated a valid address line by the US Postal Service. City attorney Marie Johnson was persistent and went through a lot of process to get Starbase, Texas. There is not a new zip code yet, but hopefully that will happen soon. Mayor Peden stated that many people in the community were asking about when the city change would happen and that he successfully navigated the process in getting his driver's license changed.

c. Migration of City website and email to .Gov

The city website domain and email domain have been converted. Working with Cesar, his staff, and tech refresh, our IT contractor we have migrated from a .com to a .gov website and email. For the benefit of the public, the website is Starbase dot Texas dot gov.

3. Future agenda item requests – no discussion or action may be taken by the Commission on future agenda item requests.

Nothing was mentioned for future agenda item requests.

H. Executive Session: In accordance with Texas Government Code, Chapter 551, the City Commission will recess into Executive Session (closed meeting) to discuss the following:

1. **Section 551.071(2):** Consultation with attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, regarding:
 - a. The Attorney General rulings on public information request nos. 2025-29, 2025-41, 2025-46, and 2025-65; and
 - b. Conflicts waiver submitted by Daake Law.

Mayor Peden recessed the meeting into executive session at 7:34 p.m.

I. Reconvene into Open Session: In accordance with Texas Government Code, Chapter 551, the City Commission will reconvene into Regular Session to consider and take appropriate action, if any, regarding any items discussed in Executive Session.

The meeting reconvened into open session at 8:24 p.m. by Mayor Peden.

Commissioner Buss made a motion to approve the execution of the conflicts waiver with Daake Law. Mayor Peden seconded. The motion carried unanimously with a vote of 2-0.

J. Adjourn

A motion was made by Commissioner Buss to adjourn. Mayor Peden seconded. The motion carried with a unanimous vote of 2-0.

The meeting was adjourned at 8:25 p.m.

Approved by the City Commission on this 19th day of November, 2025.

APPROVED:

Bobby Peden, Mayor

ATTEST:

Caroline Cole, City Clerk

S T A R B A S E

CITY COMMISSION AGENDA MEMO

TO: Mayor and City Commission

FROM: City Administrator

MEETING DATE: November 19, 2025

ITEM: Enterprise Zone-Gigabay Triple Jumbo Project

SUMMARY

This public hearing and ordinance is needed in order to correct several deficiencies noted in the previous ordinance adopted by the Commission nominating the Gigabay Triple Jumbo Project for participation in the Texas Enterprise Zone Program.

BACKGROUND

Several months ago, the Commission approved an ordinance nominating the Gigabay Triple Jumbo Project for participation in the Texas Enterprise Zone Program. Once the application was submitted to the State, it was noted that several corrections needed to be made to the previous ordinance. This includes the fact that the Project is included within an Enterprise Zone that already exists for our area. In addition, we need to affirm that at least 25% of the new hires for this Project must be residents of the enterprise zone, economically disadvantaged individuals or veterans. The attached ordinance addresses these deficiencies.

A public hearing is required prior to adoption of this ordinance, and we have provided the required notice for this public hearing. The attached presentation will be provided to the Commission during the public hearing.

STAFF RECOMMENDATIONS

It is recommended that the attached ordinance be approved by the City Commission following the public hearing.

Suggested Motion: "It is moved that the attached ordinance supporting the City's participation in the Texas Enterprise Zone program be approved."

ATTACHMENTS

Ordinance Ordaining City Participation in Texas Enterprise Program.
Power Point Presentation on Enterprise Zone Applications

ORDINANCE NO. 2025-11-19-EO1-OR

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF STARBASE, TEXAS, ORDAINING THE CITY'S PARTICIPATION IN THE TEXAS ENTERPRISE ZONE PROGRAM PURSUANT TO THE TEXAS ENTERPRISE ZONE ACT, CHAPTER 2303, TEXAS GOVERNMENT CODE (ACT), PROVIDING TAX INCENTIVES, DESIGNATING A LIAISON FOR COMMUNICATION WITH INTERESTED PARTIES, AND NOMINATING SPACE EXPLORATION TECHNOLOGIES CORP. TO THE OFFICE OF THE GOVERNOR ECONOMIC DEVELOPMENT & TOURISM (EDT) THROUGH THE ECONOMIC DEVELOPMENT BANK (BANK) AS AN ENTERPRISE PROJECT (PROJECT).

WHEREAS, the City Commission of the City of Starbase, Texas (City) desires to create the proper economic and social environment to induce the investment of private resources in productive business enterprises located in severely distressed areas of the city and to provide employment to residents of such area; and

WHEREAS, the project or activity is located in an area designated as an enterprise zone; and

WHEREAS, pursuant to Chapter 2303, Subchapter F of the Act, Space Exploration Technologies Corp. has applied to the City for designation as an enterprise project for its Starbase Gigabay Triple Jumbo Project; and

WHEREAS, the City finds that Space Exploration Technologies Corp. Starbase Gigabay Triple Jumbo Project meets the criteria for tax relief offered by the State and other incentives adopted by the City on the grounds that it will be located at the qualified business site, will create a higher level of employment, economic activity and stability, subject to proper application and approval by the City in its sole discretion; and

WHEREAS, a public hearing to consider this ordinance and the nomination was held by the City Commission on August 20, 2025, and a second public hearing was held on November 19, 2025;

NOW, THEREFORE BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF STARBASE, TEXAS THAT:

SECTION 1: Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2: The City nominates Space Exploration Technologies Corp. for enterprise project status for the Starbase Gigabay Triple Jumbo Project.

SECTION 3: The following local incentives, at the election of the governing body, are or will be made available for application by the nominated project or activity of the qualified business:

- a) The City may abate taxes on the increase in value of real property improvements and eligible personal property that is located in a designated enterprise zone. The level of abatement shall be based upon the extent to which the business receiving the abatement creates jobs for qualified employees, in accordance with an adopted Tax Abatement Policy, and with qualified employees being defined by the Act.
- b) The City may provide business and industrial development services and regulatory relief to businesses, including:
 - 1) Local sales tax refunds;
 - 2) Tax abatement;
 - 3) Tax increment financing;
 - 4) Freeport exemption;
 - 5) Chapter 380 tax rebates for qualifying projects that significantly enhance the City's tax base as provided in the City's policy;
 - 6) Zoning changes or variances;
 - 7) Exemptions from unnecessary building code requirements, impact fees, or inspection fees; or
 - 8) Streamlined permitting.
- d) The City may provide improvements in community facilities, including:
 - 1) Capital improvements in water and sewer facilities;
 - 2) Road repair; or
 - 3) Creation or improvement of parks.
- e) The City may provide improvements to housing, including:
 - 1) Low-interest loans for housing rehabilitation, improvement, or new construction; or
 - 2) Transfer of abandoned housing to individuals or community groups.
- f) The City may provide business and industrial development services, including:
 - 1) Low-interest loans for business;
 - 2) Use of surplus school buildings or other underutilized publicly owned facilities such as small business incubators;
 - 3) Provision of publicly owned land for development purposes, including residential, commercial, or industrial development;
 - 4) Creation of special one-stop permitting and problem resolution centers or ombudsmen; or

- 5) Promotion and marketing services.
- g) The City may provide job training and employment services to businesses, including:
 - 1) Retraining programs;
 - 2) Literacy and employment skills programs;
 - 3) Vocational education; or
 - 4) Customized job training.

SECTION 4: The enterprise zone areas within the City are reinvestment zones in accordance with the Texas Tax Code, Chapter 312.

SECTION 5: The City of Starbase City Commission directs and designates its City Administrator as the City's liaison to communicate and negotiate with the EDT through the Bank and enterprise project(s) and to oversee zone activities and communications with qualified businesses and other entities in an enterprise zone or affected by an enterprise project.

SECTION 6: The City finds that Space Exploration Technologies Corp. Starbase Gigabay Triple Jumbo Project meets the criteria for designation as an enterprise project under Chapter 2303, Subchapter F of the Act on the following grounds:

- a) Space Exploration Technologies Corp. is a "qualified business" under Section 2303.402 of the Act since it will be engaged in the active conduct of a trade or business at a qualified business site within the governing body's jurisdiction, located in an enterprise zone and at least twenty-five percent (25%) of the business' new employees must be residents of an enterprise zone, economically disadvantaged individuals or veterans; and
- b) There has been and will continue to be a high level of cooperation between public, private, and neighborhood entities in the area; and
- c) The designation of Space Exploration Technologies Corp. Starbase Gigabay Triple Jumbo Project as an enterprise project will contribute significantly to the achievement of the plans of the City for development and revitalization of the area.

SECTION 7: The enterprise project shall take effect on the date of designation of the enterprise project by EDT and terminate on the same date no more than five (5) years after the date of designation.

SECTION 8: Severability. If any provision, section, subsection, sentence, clause or the application of same to any person or set of circumstances for any reason is held to be unconstitutional, void or invalid or for any reason unenforceable, the validity of the remaining portions of this ordinance or the application thereby shall remain in effect, it

being the intent of the City Commission of the City of Starbase, Texas, in adopting this ordinance, that no portion thereof or provision contained herein shall become inoperative or fail by any reasons of unconstitutionality of any other portion or provision.

SECTION 9: Repealer. All ordinances parts of ordinances, resolutions and parts of resolutions in conflict with this ordinance are hereby repealed to the extent of conflict with this ordinance.

SECTION 10: Continuation. That nothing in this ordinance (or any code adopted herein) shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed by this ordinance and such prior law is continued in effect for purposes of such pending matter.

SECTION 11: Effective Date. The enterprise project shall take effect on the date of designation of the enterprise project by the Office of the Governor Economic Development & Tourism (EDT) and terminate five (5) years thereafter.

PASSED AND APPROVED by the City Commission of the City of Starbase, Texas, on this 19th day of November 2025.

CITY OF STARBASE, TEXAS

Bobby Peden, Mayor

ATTEST:

Caroline Cole, City Clerk

APPROVED AS TO FORM:

Wm. Andrew Messer, City Attorney



SPACEX STARBASE GIGABAY

TRIPLE JUMBO PROJECT ENTERPRISE ZONE
NOMINATION CONSIDERATION



SPACEX PROPRIETARY & CONFIDENTIAL INFORMATION

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Capital Investment - \$506M

- SpaceX has already invested more than \$3 billion in Starbase to date
- The \$506 million investment represents the next phase of growth at the City of Starbase Starship launch site
- Funding supports construction of GigaBay, a vertically integrated facility for high-volume production, stacking and assembly of Starship launch vehicles
- The scale of this investment exceeds the state's \$250 million capital investment threshold for Triple Jumbo Project designation
- Funding encompasses all phases of development, including engineering, construction, production systems, and site infrastructure

Level of Capital Investment	Maximum Number of Jobs Allocated	Maximum Potential Refund	Maximum Refund Per Job Allocated
Half Enterprise Project <i>\$40,000 to \$5,000,000 or more</i>	250	\$625,000	\$2,500
Enterprise Project <i>\$5,000,000 to \$149,999,999</i>	500	\$1,250,000	\$2,500
Double Jumbo Project <i>\$150,000,000 to \$249,999,999</i>	500*	\$2,500,000	\$5,000
Triple Jumbo Project <i>\$250,000,000 or more</i>	500*	\$3,750,000	\$7,500

**Double Jumbo and Triple Jumbo Projects may not count retained jobs for benefit.
A Triple Jumbo Project must create at least 500 jobs.*



Job Creation – 500 New Jobs

- The Gigabay project will create at least 500 new permanent, high-skill jobs in the City of Starbase
- Average weekly wages from the new jobs are projected to be nearly double the 2024 Cameron County average wage
- SpaceX will implement workforce training and skill development initiatives, including on-the-job training, to prepare employees for high-skill roles and support long-term career growth
- SpaceX is committed to meeting Enterprise Zone requirements, with at least 25% of new jobs filled by residents of any enterprise zone, economically disadvantaged individuals, or veterans

Job Category	# Starbase Jobs (4/22/25)	Avg Annual Salary (8/5/22)	Predicted Jobs in Starbase by 12/31/25	Predicted Increase in Jobs	Percentage Increase
Executive	6	\$ 337,726	8	2	32%
Manager	154	\$ 164,165	180	26	17%
Supervisor	135	\$ 115,146	148	13	9%
Staff	1808	\$ 89,853	2085	277	15%
Entry Level	693	\$ 49,783	1008	315	45%
Total	2796	\$84,717	3428	632	23%



Enterprise Zone Project Timeline

- Enterprise designation would begin April 22, 2025
- Construction Start: March 2025
- Hiring Launch: April 22, 2025
- Operations Begin: October 2026
- Full Operations: December 31, 2026
- Proposed Enterprise Zone Designation: 2025 - 2030



Benefits to the City of Starbase

- Supports the creation of at least 500 high-quality jobs in an area designated as a state enterprise zone
- Drives economic development in a newly incorporated municipality focused on aerospace innovation
- Generates no fiscal impact to the City of Starbase since only the state sales tax is refunded
- Promotes long-term capital investment with designated development zones.
- Redirects state tax dollars back into the local economy through job creation and expanding Starship infrastructure

Thank you!



S T A R B A S E

CITY COMMISSION AGENDA MEMO

TO: Mayor and City Commission

FROM: City Administrator

MEETING DATE: November 19, 2025

ITEM: Resolution Nominating Starship Infrastructure Expansion Project for the Texas Enterprise Zone Program

SUMMARY

Another major local economic development project known as the Starship Infrastructure Expansion Project meets the requirements for participation in the Texas Enterprise Zone Program and will need the City's nomination to participate in this Program.

BACKGROUND

Space Exploration Technologies Corp. has submitted plans for the Starship Infrastructure Expansion Project which will involve the hiring of additional employees and will provide a significant economic impact to the South Texas area. This Project is described in the attached Power Point presentation that will be provided to the Commission at your meeting. Since the Commission previously adopted an ordinance for the City to formally participate in the Texas Enterprise Zone Program, a resolution is needed to nominate this additional project for participation in this Program.

STAFF RECOMMENDATIONS

It is recommended that the attached resolution be approved to nominate the Starship Infrastructure Expansion Project to participate in the Texas Enterprise Zone Program. Suggested Motion: "make a motion to approve the resolution nominating the Starship Infrastructure Project for the Texas Enterprise Zone Program."

ATTACHMENTS

Resolution Nominating the Starship Infrastructure Expansion Project for the Texas Enterprise Zone Program.

Power Point Presentation on Starship Infrastructure Expansion Project

CITY OF STARBASE, TEXAS
RESOLUTION NO. 2025-11-19-F01-RE

**A RESOLUTION OF THE CITY OF STARBASE, TEXAS, NOMINATING THE
STARSHIP INFRASTRUCTURE EXPANSION PROJECT AS AN ENTERPRISE
PROJECT PURSUANT TO THE TEXAS ENTERPRISE ZONE ACT; AND
PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City of Starbase, Texas (City) has previously passed Ordinance No. 2025-11-19-EO1-OR electing to participate in the Texas Enterprise Zone Program, and the local incentives offered under this resolution are the same on this date as were outlined in Ordinance No.2025-11-19-EO1-OR; and

WHEREAS, the Office of the Governor Economic Development and Tourism (EDC) through the Economic Development Bank (Bank) will consider Space Exploration Technologies Corp. Starship Infrastructure Expansion Project as an enterprise project pursuant to a nomination and an application made by the City; and

WHEREAS, the City desires to pursue the creation of the proper economic and social environment in order to induce the investment of private resources in productive business enterprises located in the City and to provide employment to residents of enterprise zones and to other economically disadvantaged individuals; and

WHEREAS, pursuant to Chapter 2303, Subchapter F of the Texas Enterprise Zone Act, Texas Government Code (the "Act"), Space Exploration Technologies Corp. Starship Infrastructure Expansion Project has applied to the City for designation as an enterprise project; and

WHEREAS, the City finds that Space Exploration Technologies Corp. Starship Infrastructure Expansion Project meets the criteria for designation as an enterprise project under Chapter 2303, Subchapter F of the Act on the following grounds:

1. Space Exploration Technologies Corp. Starship Infrastructure Expansion Project is a "qualified business" under Section 2303.402 of the Act since it will be engaged in the active conduct of a trade or business at a qualified business site located in an enterprise zone and at least twenty-five percent (25.0%) of the business' new employees will be residents of an enterprise zone, economically disadvantaged individuals, or veterans; and
2. There has been and will continue to be a high level of cooperation between public, private, and neighborhood entities within the area; and
3. The designation of Space Exploration Technologies Corp. Starship Infrastructure Expansion Project as an enterprise project will contribute

significantly to the achievement of the plans of the City for development and revitalization of the area.

WHEREAS, the City finds that Space Exploration Technologies Corp. Starship Infrastructure Expansion Project meets the criteria for tax relief and other incentives adopted by the City and nominates Space Exploration Technologies Corp. Starship Infrastructure Expansion Project for triple jumbo enterprise project status on the grounds that it will be located at the qualified business site, will create a higher level of employment, economic activity and stability; and

WHEREAS, the City finds that it is in the best interest of the City to nominate Space Exploration Technologies Corp. Starship Infrastructure Expansion Project as an enterprise project pursuant to the Act;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF STARBASE, TEXAS, THAT:

SECTION 1. That the findings of the City and its actions approving this resolution taken at the Council meeting are hereby approved and adopted.

BE IT FURTHER RESOLVED that Space Exploration Technologies Corp. Starship Infrastructure Expansion Project is a "qualified business", as defined in Section 2303.402 of the Act, and meets the criteria for designation as an enterprise project, as set forth in Section 2303, Subchapter F of the Act.

BE IT FURTHER RESOLVED that the enterprise project shall take effect on the date of designation of the enterprise project by the agency and terminate five (5) years thereafter.

PASSED AND APPROVED by the City Commission on the 19th day of November 2025.

CITY OF STARBASE, TEXAS

Bobby Peden, Mayor

ATTEST:

Caroline Cole, City Clerk

APPROVED AS TO FORM:

Wm. Andrew Messer, City Attorney

(SEAL)

THE STATE OF TEXAS §
 §
COUNTY OF CAMERON §

I, Caroline Cole, City Clerk of the City of Starbase, Texas do hereby certify that the above and foregoing is a true and correct copy of Resolution Number _____ passed by the City of Starbase City Commission on the 19th day of November 2025.

(City Seal)

Caroline Cole
City Clerk

THE STATE OF TEXAS
COUNTY OF CAMERON

BEFORE ME, the undersigned authority, on this day personally appeared Caroline Cole of the City of Starbase, Texas, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed.

GIVEN under my hand and seal of office this ____ day of November 2025.

Notary Public, State of Texas

My commission expires: _____

(Notary Seal)



STARSHIP INFRASTRUCTURE EXPANSION

TRIPLE JUMBO PROJECT ENTERPRISE
ZONE NOMINATION CONSIDERATION



SPACEX PROPRIETARY & CONFIDENTIAL INFORMATION

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Capital Investment - \$480M

- Represents the second “Triple Jumbo” Enterprise Zone project at the City of Starbase, continuing SpaceX’s investment partnership with the community and the State of Texas.
- Focused on expanding launch infrastructure to support the next generation of Starship flight operations and increased launch cadence.
- Capital investment directed toward the completion of Launch Pad 2 and major upgrades to Launch Pad 1, ensuring both pads are equipped for future vehicle configurations and test requirements.
- Funding encompasses ground support systems, structural improvements, and specialized machinery used in integrated testing, fueling, and launch readiness.
- Reinforces Starbase’s position as a critical launch and testing site within the broader Starship, advancing Texas’s continued leadership in aerospace development



Job Creation – 500 New Jobs

- The Starship Infrastructure Expansion Project will create approximately 500 new jobs at Starbase as the next wave of growth under the Enterprise Zone program.
- This phase will feature a greater concentration of entry-level and staff positions, including technicians, operators, and support personnel focused on launch operations, ground systems, and site readiness.
- SpaceX will continue to meet Enterprise Zone hiring requirements, ensuring at least 25% of new positions are filled by residents of qualifying enterprise zones or veterans.

Job Category	# Starbase Jobs (10/01/25)	Avg Annual Salary (As of 10/01/2025)	Predicted 500 New Jobs by Job Category	Predicted Increase in Jobs	Total Amount of Annual Payroll for New Jobs
Executive	7	\$ 337,726	8	1	\$ 337,726
Manager	178	\$ 164,165	205	27	\$ 4,432,463
Supervisor	146	\$ 115,146	168	22	\$ 2,533,216
Staff	2025	\$ 89,853	2332	307	\$ 27,584,739
Entry Level	940	\$ 49,783	1083	143	\$ 7,118,938
Total	3296	\$84,717	3796	500	\$ 42,007,082



Enterprise Zone Project Timeline

- Enterprise designation would begin July 2025
- Bulk of Hiring: 2026
- Operations Begin: 1Q-2026
- Full Operations: 1Q-2027
- Proposed Enterprise Zone Designation: 2025 - 2030



Benefits to the SpaceX-City of Starbase Partnership

- Provides SpaceX with an estimated \$3.75 million in potential state sales tax refunds through the Enterprise Zone program, all of which will be reinvested directly into Starbase operations and infrastructure.
- Establishes a five-year Enterprise Zone designation (July 2025–2030) supporting continued investment, job creation, and operational growth at Starbase.
- Promotes sustained economic activity through ongoing procurement, employment, and vendor participation tied to Starship launch operations.
- Expands local job opportunities, particularly at the entry and staff levels, increasing access to long-term, high-quality employment in the region.
- Maintains no fiscal impact to the City, as only the state sales tax portion is refunded.

Thank you!



S T A R B A S E

CITY COMMISSION AGENDA MEMO

TO: Mayor and City Commission

FROM: City Administrator

MEETING DATE: November 19, 2025

ITEM: Type A Municipal Powers

SUMMARY

Due to the assessed value of property within the City Limits, the City of Starbase has the option to adopt the additional powers of a Type A general-law municipality.

BACKGROUND

The City of Starbase was originally incorporated as a Type C general-law municipality. Since we have property within the City Limits with a total assessed value of over \$500,000, we can adopt the additional powers granted to a Type A general-law municipality. In order to adopt these powers, the City Commission must approve an ordinance by at least two-thirds of its members and a record of the proceedings must be filed with the County Clerk.

STAFF RECOMMENDATIONS

It is recommended that the City Commission adopt the attached ordinance providing the City with the added powers of a Type A general-law municipality.

Suggested Motion: “move to approve the ordinance adopting Type A general law municipal powers.”

ATTACHMENTS

Ordinance Adopting Type A General-Law Municipal Powers.

Assessed Values for the City

CITY OF STARBASE, TEXAS

ORDINANCE NO. 2025-11-19-F02-OR

AN ORDINANCE OF THE CITY OF STARBASE, TEXAS, DECLARING THAT THE CITY HAS AN ASSESSED TAX VALUATION OF \$778,120,316 AND ADOPTING TYPE “A” GENERAL LAW MUNICIPALITY POWERS WITHOUT LIMITATION; PROVIDING FOR SEVERABILITY AND REPEALER; PROVIDING FOR ENGROSSMENT AND ENROLLMENT OF THIS ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Starbase, Texas (the “City”), incorporated as a Type C general law municipality on May 20, 2025, incorporated pursuant to Chapter 8 of the Texas Local Government Code; and

WHEREAS, the City Commission approved Resolution No. 2025-05-29-Q02-RE on May 29, 2025, declaring that the City had 501 or more inhabitants and that the City had the same authority and duties as a Type “A” general law municipality unless the authority or duties conflict with the provisions of the Texas Local Government Code relating to a Type “C” municipality; and

WHEREAS, the Local Government Code Section 51.052 provides that a Type C municipality may adopt powers and authority of a Type A municipality, without limitation, if it has an assessed tax valuation of \$500,000 or more on its most recently approved tax roll;

WHEREAS, on September 11, 2025, the City Commission approved its municipal tax roll that has an assessed tax valuation of \$778,120,316, as reflected in the attached **Exhibit A**; and

WHEREAS, after due deliberation and consideration, the City Commission has determined that this Ordinance adopting Type A municipal powers should be approved, and that such Ordinance is in the best interest of the public health, safety, and welfare of the citizens of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF STARBASE, TEXAS:

SECTION 1. Incorporation of Premises. The premises set forth above are incorporated herein as if set forth verbatim.

SECTION 2. Adoption of Type A General Law Municipal Powers. The most recently approved municipal tax roll, approved by the City Commission on September 11, 2025, has an assessed tax valuation of \$778,120,316, as reflected in the attached **Exhibit A**. Therefore, in accordance with Texas Local Government Code Section 51.052, the City Commission hereby adopts and declares that the City has the same rights, powers, privileges, immunities, and franchises as a Type A general-law municipality without limitation.

SECTION 3. Severability. It is hereby declared to be the intention of the City Commission that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Commission without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 4. Repealer. This Ordinance shall be cumulative of all provisions of all ordinances and resolutions of the City of Starbase, as amended, and shall not repeal any of the provisions of such ordinances and resolutions, except in those instances where provisions of such ordinances and resolutions are in direct conflict with the provisions of this Ordinance.

SECTION 5. Engrossment/Enrollment. The City Clerk is hereby directed to enroll and engross this Ordinance by reflecting the passage of this Ordinance in the minutes of the City Commission and by filing this Ordinance in the Ordinance Records of the City. A certified copy of this Ordinance and a copy of the record of the proceedings, i.e. approved meeting minutes, signed by the Mayor shall be filed and recorded in the office of the Cameron County Clerk.

SECTION 6. Effective Date. This Ordinance shall become effective upon its passage by two-thirds vote of the Council and publication if required by law, and it is so ordained.

PASSED AND APPROVED by the City Commission of the City of Starbase, Texas, on this 19th day of November, 2025.

CITY OF STARBASE, TEXAS

Bobby Peden, Mayor

ATTEST:

Caroline Cole, City Clerk

APPROVED AS TO FORM:

Marie N. Johnson, Assistant City Attorney

OFFICE OF THE TAX ASSESSOR-COLLECTOR

P.O. BOX 952 BROWNSVILLE, TEXAS 78522-0952



EDELMIRO "EDDIE" GARCIA
TAX ASSESSOR-COLLECTOR

L. LAURA GONZALEZ
CHIEF DEPUTY

July 23, 2025

BROWNSVILLE
MAIN OFFICE
835 E. Levee
(956) 544-0800
FAX: 544-0808

BROWNSVILLE
Motor Bank
E. 8th & Levee
(956) 589-7088

SOUTHMOST
BRANCH OFFICE
3000 Southmost
(956) 356-6460
Fax: 213-2010

HARLINGEN
BRANCH OFFICE
3302 Wilson Rd
(956) 427-8013
FAX: 427-8017

HARLINGEN
Motor Bank
300 E. Van Buren
(956) 406-6080

SAN BENITO
BRANCH OFFICE
1390 W. Expwy 83
(956) 361-8232
FAX: 361-8235

SAN BENITO
Motor Bank
199 S. Sam Houston
(956) 247-8361

LOS FRESNOS
BRANCH OFFICE
745 W. Ocean Blvd
(956) 233-4494
FAX: 233-6154

PORT ISABEL
BRANCH OFFICE
505 Highway 100
(956) 943-8101
FAX: 943-0184

LA FERIA
BRANCH OFFICE
200 Industrial
(956) 797-3075
FAX: 797-9239

RIO HONDO
BRANCH OFFICE
125 W. Colorado
(956) 748-2345
FAX: 748-4622

CITY OF STARBASE
KENT MYERS - CITY ADMINISTRATOR
39046 L B J BLVD. UNIT 02
STARBASE, TX 78521

Dear KENT MYERS - CITY ADMINISTRATOR:

Enclosed you will find your jurisdiction's 2025 Certified Totals and other pertinent documentation received from the Cameron Appraisal District on July 22, 2025. State law requires a tax rate be adopted no later than September 30th by the taxing unit (Texas Property Tax code Sec 26.05). However, **we will require your adopted tax rate to be submitted to our office no later than Friday, September 12, 2025** in order to meet the October 1st statement mail out deadline.

Note: Your adopted tax rate must be submitted by Resolution/Ordinance or any official document no later than September 12, 2025. It is the responsibility of the Taxing Unit to provide this document with all signatures required to the Tax-Assessor Collector's Office.

Also, please email our office your tax rate adoption calendar as soon as it is available, so that we may include your district in our technical assistance schedule and update the Property Tax Transparency Website.

If you have any questions regarding this letter, please contact Ms. Neiva P. Escobar – Property Tax Manager at (956) 589-7078, or our Property Tax Specialists @ Property.Tax@co.cameron.tx.us if we can be of any further assistance.

Respectfully,


Edelmiro "Eddie" Garcia
Cameron County Tax Assessor-Collector

	NOT UNDER REVIEW	UNDER REVIEW	TOTAL
	(Count) (762)	(Count) (0)	(Count) (762)
REAL PROPERTY & MFT HOMES			
Land HS Value	677,885	0	677,885
Land NHS Value	20,824,908	0	20,824,908
Land Ag Market Value	0	0	0
Land Timber Market Value	0	0	0
Total Land Value	21,502,793	0	21,502,793
Improvement HS Value	3,353,537	0	3,353,537
Improvement NHS Value	346,520,470	0	346,520,470
Total Improvement	349,874,007	0	349,874,007
Market Value	371,376,800	0	371,376,800
BUSINESS PERSONAL PROPERTY	(24)	(0)	(24)
Market Value	418,814,038	0	418,814,038
OIL & GAS / MINERALS	(0)	(0)	(0)
Market Value	0	0	0
OTHER (Intangibles)	(0)	(0)	(0)
Market Value	0	0	0
	(Total Count) (786)	(Total Count) (0)	(Total Count) (786)
TOTAL MARKET	790,190,838	0	790,190,838
Ag Productivity	0	0	0
Ag Loss (-)	0	0	0
Timber Productivity	0	0	0
Timber Loss (-)	0	0	0
APPRAISED VALUE	790,190,838	0	790,190,838
	100.0%	0.0%	100.0%
HS CAP Limitation Value (-)	87,961	0	87,961
CB CAP Limitation Value (-)	1,522,424	0	1,522,424
NET APPRAISED VALUE	788,580,453	0	788,580,453
Total Exemption Amount	10,460,137	0	10,460,137
NET TAXABLE	778,120,316	0	778,120,316
TAX LIMIT/FREEZE ADJUSTMENT	0	0	0
LIMIT ADJ TAXABLE (I&S)	778,120,316	0	778,120,316
CHAPTER 312 ADJUSTMENT	0	0	0
CHAPTER 313 ADJUSTMENT	0	0	0
LIMIT ADJ TAXABLE (M&O)	778,120,316	0	778,120,316

APPROX TOTAL LEVY = NET TAXABLE * (TAX RATE / 100)
 \$1,410,732.13 = 778,120,316 * (0.181300 / 100)

EXEMPTIONS	NOT UNDER REVIEW		UNDER REVIEW		TOTAL	
Exemption	Total	Count	Total	Count	Total	Count
Homestead Exemptions						
DVHS	12,431	1	0	0	12,431	1
DVHS-Prorated	0	0	0	0	0	0
Subtotal for Homestead Exemptions	12,431	1	0	0	12,431	1
Disabled Veterans Exemptions						
DV4	6,393	1	0	0	6,393	1
Subtotal for Disabled Veterans Exemptions	6,393	1	0	0	6,393	1
Special Exemptions						
AB	0	12	0	0	0	12
FR	0	1	0	0	0	1
SO	5,937,550	3	0	0	5,937,550	3
Subtotal for Special Exemptions	5,937,550	16	0	0	5,937,550	16
Absolute Exemptions						
EX-XV	4,460,395	175	0	0	4,460,395	175
EX-XV-PRORATED	0	0	0	0	0	0
EX-XV-PRORATED-	43,368	1	0	0	43,368	1
Subtotal for Absolute Exemptions	4,503,763	176	0	0	4,503,763	176
Total:	10,460,137	194	0	0	10,460,137	194

New Value

Total New Market Value: \$8,593,697
Total New Taxable Value: \$8,193,697

JETI

New Market Value: \$0
New Taxable Value: \$0

Chapter 313

New Market Value: \$0
New Taxable Value: \$0

Exemption Loss

New Absolute Exemptions

Exemption Description	Count	Last Year Market Value
Absolute Exemption Value Loss:	0	0

New Partial Exemptions

Exemption Description	Count	Partial Exemption Amt
AB Abatement (Special Exemption)	12	0
SO Solar (Special Exemption)	3	5,937,550
Partial Exemption Value Loss:	15	5,937,550
Total NEW Exemption Value		5,937,550

Increased Exemptions

Exemption Description	Count	Increased Exemption Amt
Increased Exemption Value Loss:	0	0
Total Exemption Value Loss:		5,937,550

Average Homestead Value

Category	Count of HS	Average Market	Average Exemption	Average Taxable
A Only	5	68,310	2,486	48,232
A & E	5	68,310	2,486	48,232

Not Under Review

Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	Single-family Residential	81		5,967,034	15,469,614	14,697,738
B	Multifamily Residential	13		1,838,648	3,103,599	3,018,661
C1	Vacant Lots and Tracts	482		0	8,676,941	7,908,628
E	Rural Land,Not Qualified for Open-Space Land	3		0	39,983	39,983
F1	Commercial Real Property	17		388,015	5,126,208	5,078,758
F2	Industrial Real Property	1		0	334,500,060	334,500,060
J8	Other Type of Utility	17		0	406,999,670	401,062,120
L1	Commercial Personal Property	4		0	351,961	351,961
L2	Industrial and Manufacturing Personal Property	2		0	10,799,145	10,799,145
S	Special Inventory	1		0	663,262	663,262
XV	Other Totally Exempt Properties (including	175		400,000	4,460,395	0
Totals:			0	8,593,697	790,190,838	778,120,316

Under Review

Code	Description	Count	Acres	New Value	Market Value	Taxable Value
Totals:						

Grand Totals

Code	Description	Count	Acres	New Value	Market Value	Taxable Value
A	Single-family Residential	81		5,967,034	15,469,614	14,697,738
B	Multifamily Residential	13		1,838,648	3,103,599	3,018,661
C1	Vacant Lots and Tracts	482		0	8,676,941	7,908,628
E	Rural Land,Not Qualified for Open-Space Land	3		0	39,983	39,983
F1	Commercial Real Property	17		388,015	5,126,208	5,078,758
F2	Industrial Real Property	1		0	334,500,060	334,500,060
J8	Other Type of Utility	17		0	406,999,670	401,062,120
L1	Commercial Personal Property	4		0	351,961	351,961
L2	Industrial and Manufacturing Personal Property	2		0	10,799,145	10,799,145
S	Special Inventory	1		0	663,262	663,262
XV	Other Totally Exempt Properties (including	175		400,000	4,460,395	0
Totals:			0	8,593,697	790,190,838	778,120,316

S T A R B A S E

CITY COMMISSION AGENDA MEMO

TO: Mayor and City Commission

FROM: City Administrator

MEETING DATE: November 19, 2025

ITEM: Flood Damage Prevention Ordinance

SUMMARY

The attached ordinance regulates future building development within flood hazard areas in the Starbase City Limits in order to help avoid damage to buildings resulting from flooding that may occur.

BACKGROUND

Over the past several months our City engineering firm, Halff Associates has been working with City staff and our Advisory Committee to develop an ordinance that will help protect buildings that are constructed in the future from any damages from future flooding activity. Section C in the ordinance specifies certain purposes of this ordinance including protection of human life and health as well as minimizing damage to any public facilities and utilities. With major flood hazards areas existing within the City, it is important that these regulations be adopted and enforced by our building officials and engineering firm for any new construction.

STAFF RECOMMENDATIONS

It is recommended that the attached ordinance be approved by the City Commission.

Suggested Motion: "It is moved that the attached flood damage prevention ordinance be approved."

ATTACHMENTS

Flood Damage Prevention Ordinance

CITY OF STARBASE, TEXAS
ORDINANCE NO. 2025-11-19-F03-OR

AN ORDINANCE OF THE CITY OF STARBASE, TEXAS, APPROVING A FLOODPLAIN DAMAGE PREVENTION ORDINANCE; PROVIDING FOR A PENALTY NOT TO EXCEED \$2,000 FOR ALL VIOLATIONS INVOLVING FIRE SAFETY, OR PUBLIC HEALTH AND SANITATION AND NOT MORE THAN \$500 FOR ALL OTHER VIOLATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR A REPEALER; PROVIDING FOR ENGROSSMENT AND ENROLLMENT OF THIS ORDINANCE; PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, the City of Starbase, Texas (the “City”), is a Type C general-law municipality, incorporated pursuant to Chapter 8 of the Texas Local Government Code; and

WHEREAS, Section 51.001 of the Texas Local Government Code provides that “[t]he governing body of a municipality may adopt, publish, amend, or repeal an ordinance, rule, or policy regulation that . . . is necessary or proper for carrying out a power granted by law to the municipality or to an office or department of the municipality”; and

WHEREAS, the Legislature of the State of Texas has in the Flood Control Insurance Act, Texas Water Code, Section 16.315 delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF STARBASE, TEXAS:

SECTION 1. Incorporation of Premises. The premises set forth above are incorporated herein as if set forth verbatim.

SECTION 2. Adoption. The Flood Damage Prevention Ordinance of the City of Starbase, Texas establishing regulations designed to minimize flood losses, is hereby adopted as set forth in **Exhibit “A”, “Flood Damage Prevention Ordinance”**, a copy of which is attached hereto and incorporated herein.

SECTION 3. Severability. It is hereby declared to be the intention of the City Commission that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this code shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Commission without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 4. Repealer. This Ordinance shall be cumulative of all provisions of all ordinances of the City of Starbase and shall not repeal any of the provisions of such ordinances, except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 5. Engrossment/Enrollment. The City Clerk is hereby directed to enroll and engross this Ordinance by reflecting the passage of this Ordinance in the minutes of the City Commission and by filing this Ordinance in the Ordinance Records of the City.

SECTION 6. Publication. The City Clerk is hereby directed to publish the caption, penalty clause, and effective date of this Ordinance as provided by law.

SECTION 7. Effective Date. This Ordinance shall become effective upon its passage and publication as required by law, and it is so ordained.

PASSED AND APPROVED by the City Commission of the City of Starbase, Texas, on this 19th day of November 2025.

CITY OF STARBASE, TEXAS

Bobby Peden, Mayor

ATTEST:

Caroline Cole, City Clerk

APPROVED AS TO FORM:

Marie Johnson, Assistant City Attorney

EXHIBIT “A”
Flood Damage Prevention Ordinance

EXHIBIT A
FLOOD DAMAGE PREVENTION ORDINANCE

ARTICLE I

STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE AND METHODS

SECTION A. STATUTORY AUTHORIZATION

The Legislature of the State of Texas has in the Flood Control Insurance Act, Texas Water Code, Section 16.315 delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses.

SECTION B. FINDINGS OF FACT

(1) The flood hazard areas of Starbase, Texas are subject to periodic inundation, which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety and general welfare.

(2) These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazard areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, floodproofed or otherwise protected from flood damage.

SECTION C. STATEMENT OF PURPOSE

It is the purpose of this ordinance to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- (1) Protect human life and health;
- (2) Minimize expenditure of public money for costly flood control projects;
- (3) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (4) Minimize prolonged business interruptions;

(5) Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;

(6) Help maintain a stable tax base by providing for the sound use and development of flood-prone areas in such a manner as to minimize future flood blight areas; and

(7) Insure that potential buyers are notified that property is in a flood area.

ARTICLE 2

DEFINITIONS

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

AREA OF SPECIAL FLOOD HAZARD - is the land in the floodplain within a community subject to a 1 percent or greater chance of flooding in any given year. The area may be designated as Zone A on the Flood Hazard Boundary Map (FHBM). After detailed rate making has been completed in preparation for publication of the FIRM, Zone A usually is refined into Zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, VO, V1-30, VE or V.

BASE FLOOD - means the flood having a 1 percent chance of being equaled or exceeded in any given year.

BASE FLOOD ELEVATION (BFE) – The elevation shown on the Flood Insurance Rate Map (FIRM) and found in the accompanying Flood Insurance Study (FIS) for Zones A, AE, AH, A1-A30, AR, V1-V30, or VE that indicates the water surface elevation resulting from the flood that has a 1% chance of equaling or exceeding that level in any given year - also called the Base Flood.

BASEMENT - means any area of the building having its floor subgrade (below ground level) on all sides.

BREAKAWAY WALL – means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.

DEVELOPMENT - means any man-made change to improved and unimproved real estate, including but not limited to buildings or other structures, mining,

dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

ELEVATED BUILDING – means, for insurance purposes, a non-basement building, which has its lowest elevated floor, raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

EXISTING CONSTRUCTION - means for the purposes of determining rates, structures for which the "start of construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. "Existing construction" may also be referred to as "existing structures."

EXISTING MANUFACTURED HOME PARK OR SUBDIVISION - means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads)

EXPANSION TO AN EXISTING MANUFACTURED HOME PARK OR SUBDIVISION - means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

FLOOD OR FLOODING - means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) the overflow of inland or tidal waters.
- (2) the unusual and rapid accumulation or runoff of surface waters from any source.

FLOOD ELEVATION STUDY – means an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

FLOOD INSURANCE RATE MAP (FIRM) - means an official map of a community, on which the Federal Emergency Management Agency has delineated both the special flood hazard areas and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY (FIS) – see *Flood Elevation Study*

FLOODPLAIN OR FLOOD-PRONE AREA - means any land area susceptible to being inundated by water from any source (see definition of flooding).

FLOODPLAIN MANAGEMENT - means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works and floodplain management regulations.

FLOODPLAIN MANAGEMENT REGULATIONS - means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

FLOOD PROOFING - means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

FUNCTIONALLY DEPENDENT USE - means a use, which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

HIGHEST ADJACENT GRADE - means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

LEVEE - means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

LOWEST FLOOR - means the lowest enclosed area of a building, including any basement. However, an enclosure that is above ground level and used solely for parking of vehicles, building access, or storage is not considered the lowest floor—provided it is constructed with flood-resistant materials, includes flood openings that allow for the automatic entry and exit of floodwaters, and does not contain habitable space or mechanical/electrical equipment below the flood protection elevation.

MANUFACTURED HOME - means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a Recreational Vehicle.

MANUFACTURED HOME PARK OR SUBDIVISION - means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MEAN SEA LEVEL - means, for purposes of the National Flood Insurance Program, the National Geodetic Vertical Datum (NGVD) of 1929 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

NEW CONSTRUCTION - means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

RECREATIONAL VEHICLE -

A recreational trailer, designed to be self-propelled or towed that is maintained for use as a dwelling or sleeping place and which has no permanent foundation.

Recreational Vehicle Park. – means a parcel of land that is used solely for the development of rental lot spaces for Recreational Vehicles that are not HUD Code Manufactured Homes.

RIVERINE – means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

SAND DUNES - mean naturally occurring accumulations of sand in ridges or mounds landward of the beach.

SPECIAL FLOOD HAZARD AREA – see *Area of Special Flood Hazard*

START OF CONSTRUCTION - (for other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the

installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE – means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

SUBSTANTIAL DAMAGE - means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT - means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before "start of construction" of the improvement. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either: (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions or (2) Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

VARIANCE – means a grant of relief by the City Commission or Floodplain Administrator from the terms of a floodplain management regulation. (For full requirements see Section 60.6 of the National Flood Insurance Program regulations.)

VIOLATION - means the failure of a structure or other development to be fully compliant with the City's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

WATER SURFACE ELEVATION - means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

ARTICLE 3

GENERAL PROVISIONS

SECTION A. LANDS TO WHICH THIS ORDINANCE APPLIES

The ordinance shall apply to all areas of special flood hazard with the city limits of Starbase, Texas.

SECTION B. BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD

The areas of special flood hazard identified by the Federal Emergency Management Agency in the current scientific and engineering report entitled, "The Flood Insurance Study (FIS) for Cameron County and Other Incorporated Areas," dated February 16, 2018, with accompanying Flood Insurance Rate Maps and/or Flood Boundary-Floodway Maps (FIRM and/or FBFM) dated February 16, 2018 and any revisions thereto are hereby adopted by reference and declared to be a part of this ordinance.

SECTION C. ESTABLISHMENT OF BUILDING PERMIT

Conformance with the provisions of this ordinance shall be confirmed by the Starbase Floodplain Administrator before issuance of a building permit.

SECTION D. COMPLIANCE

No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this ordinance and other applicable regulations.

SECTION E. ABROGATION AND GREATER RESTRICTIONS

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

SECTION F. INTERPRETATION

In the interpretation and application of this ordinance, all provisions shall be; (1) considered as minimum requirements; (2) liberally construed in favor of the governing body; and (3) deemed neither to limit nor repeal any other powers granted under State statutes.

SECTION G. WARNING AND DISCLAIMER OR LIABILITY

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the City or any official or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

ARTICLE 4

ADMINISTRATION

SECTION A. DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR

The City Engineer is hereby appointed the Floodplain Administrator to administer and implement the provisions of this ordinance.

SECTION B. DUTIES & RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR

Duties and responsibilities of the Floodplain Administrator shall include, but not be limited to, the following:

- (1) Maintain and hold open for public inspection all records pertaining to the provisions of this ordinance.
- (2) Review permit application to determine whether the proposed building site project, including the placement of manufactured homes, will be reasonably safe from flooding.
- (3) Review, approve or deny all applications for building permits required by adoption of this ordinance.
- (4) Review permits for proposed development to determine whether all necessary permits have been obtained from those Federal, State or local governmental agencies (including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334) from which prior approval is required.
- (5) Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards (for example, where there

appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make the necessary interpretation.

(6) Assure that the flood carrying capacity within the altered or relocated portion of any watercourse is maintained.

(7) When base flood elevation data has not been provided in accordance with Article 3, Section B, the Floodplain Administrator shall obtain, review and reasonably utilize any base flood elevation data and floodway data available from a Federal, State or other source, in order to administer the provisions of Article 5.

SECTION C. PERMIT PROCEDURES

(1) Application for a Building Permit shall be presented to the Floodplain Administrator on forms furnished by him/her and may include, but not be limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to areas of special flood hazard. Additionally, the following information is required:

(a) Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;

(b) If the building is to be floodproofed, elevation in relation to mean sea level to which any nonresidential structure shall be floodproofed;

(c) If the building is floodproofed, a certificate from a registered professional engineer or architect that the nonresidential floodproofed structure shall meet the floodproofing criteria of Article 5, Section B (2);

(d) Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development;

2) Approval or denial of a Building Permit by the Floodplain Administrator shall be based on all of the provisions of this ordinance.

SECTION D. VARIANCE PROCEDURES

(1) The City Commission or Floodplain Administrator, shall hear and render judgment on requests for variances from the requirements of this ordinance.

(2) The City Commission shall hear and render judgment on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this ordinance.

(3) The Floodplain Administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency Management Agency upon request.

(4) Variances may be issued for new construction and substantial improvements to be erected on a lot of 1/2 acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in Section C (2) of this Article have been fully considered. As the lot size increases beyond the 1/2 half acre, the technical justification required for issuing the variance increases.

(5) Upon consideration of the factors noted above and the intent of this ordinance, the Appeal Board may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of this ordinance (Article 1, Section C).

(6) Prerequisites for granting variances:

(a) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

(b) Variances shall only be issued upon: (i) showing a good and sufficient cause; (ii) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.

(c) Any application to which a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

(7) Variances may be issued by the City Commission for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that (i) the criteria outlined in Article 4, Section D (1)-(9) are met, and (ii) the structure or other development

is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

ARTICLE 5

PROVISIONS FOR FLOOD HAZARD REDUCTION

SECTION A. GENERAL STANDARDS

In all areas of special flood hazards the following provisions are required for all new construction and substantial improvements:

(1) All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy. Design shall conform to recognized engineering standards;

(2) All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;

(3) All new construction or substantial improvements shall be constructed with materials resistant to flood damage;

(4) All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to minimize or prevent water from entering or accumulating within the components during conditions of flooding;

(5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;

(6) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the system and discharge from the systems into flood waters; and,

(7) On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

SECTION B. SPECIFIC STANDARDS

In all areas of special flood hazards where base flood elevation data has been provided as set forth in (i) Article 3, Section B, (ii) Article 4, Section B (8), or (iii) Article 5, Section C (3), the following provisions are required:

(1) **Residential Construction** - new construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated a minimum of one foot above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this subsection as proposed in Article 4, Section C (1) a., is satisfied.

(2) **Nonresidential Construction** unless agreed to otherwise, new construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated a minimum one foot above the base flood elevation or together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which such structures are floodproofed shall be maintained by the Floodplain Administrator.

(3) **Enclosures** - new construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

- (a) A minimum of two openings on separate walls having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided.
- (b) The bottom of all openings shall be no higher than 1 foot above grade.
- (c) Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(4) Manufactured Homes -

(a) Require that all manufactured homes to be placed within Zone A on a community's FHBM or FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated such that the lowest floor is at least one foot above the base flood elevation and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

(b) Require that manufactured homes that are placed or substantially improved within Zones A1-30, AH, and AE on the community's FIRM on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated a minimum of one foot above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

(c) Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with Zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of paragraph (4) of this section be elevated so that either:

(i) the lowest floor of the manufactured home is a minimum one foot above the base flood elevation, or

(ii) the manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

(5) **Recreational Vehicles** - Require that recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either (i) be on the site for fewer than 180 consecutive days, or (ii) be convertible for highway use, or (iii) shall be secured using an anchoring system consisting of wind strap ties sufficient to secure the vehicle up to a wind limit of 149mph. A recreational vehicle is convertible for highway use if any anchoring of the vehicle is reversible without rendering the vehicle unfit for highway use.

SECTION C. STANDARDS FOR SUBDIVISION PROPOSALS

Unless agreed to otherwise,

(1) All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with Article 1, Sections B, C, and D of this ordinance.

(2) All proposals for the development of subdivisions including the placement of manufactured home parks and subdivisions shall meet Floodplain Building Permit requirements of Article 3, Section C; Article 4, Section C; and the provisions of Article 5 of this ordinance.

(3) Base flood elevation data shall be generated for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than 50 lots or 5 acres, whichever is lesser, if not otherwise provided pursuant to Article 3, Section B or Article 4, Section B (8) of this ordinance.

(4) All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.

(5) All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

SECTION D. COASTAL HIGH HAZARD AREAS

Located within the areas of special flood hazard established in Article 3, Section B, are areas designated as Coastal High Hazard Areas (Zones V1-30, VE, and/or V). These areas have special flood hazards associated with high velocity waters from tidal surges and hurricane wave wash; therefore, in addition to meeting **all** provisions outlined in this ordinance, the following provisions must also apply:

(1) Provide the elevation (in relation to mean sea level) of the bottom of the lowest structural member of the lowest floor (excluding pilings and columns) of all new and substantially improved structures, and whether or not such structures contain a basement. The Floodplain Administrator shall maintain a record of all such information.

(2) All new construction shall be in accordance with state beachfront construction requirements and must have all applicable beachfront and dune permitting where applicable.

(3) All new construction and substantial improvements shall be elevated on pilings and columns so that:

(i) the bottom of the lowest horizontal structural member of the lowest floor (excluding the pilings or columns) is elevated to a minimum of one foot above the base flood level;

(ii) the pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components in accordance with recognized engineering standards. Water loading values used shall be those associated with the base flood. Wind loading values used shall be those required by applicable State or local building standards. A registered professional engineer or architect shall develop or review the structural design, specifications and plans for the construction, and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of (3)(i) and (ii) of this Section.

(4) Provide that all new construction and substantial improvements have the space below the lowest floor either free of obstruction or constructed with non-supporting breakaway walls, open wood lattice-work, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system.

For the purpose of this section, a breakaway wall shall have a design safe loading resistance of not less than 10 and no more than 20 pounds per square foot. Use of breakaway walls which exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by local or State codes) may be permitted only if a registered professional engineer or architect certifies that the designs proposed meet the following conditions:

(i) breakaway wall collapse shall result from a water load less than that which would occur during the base flood; and

(ii) the elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and nonstructural). Water loading values used shall be those associated with the base flood. Wind loading values used

shall be those required by applicable State or local building standards. Such enclosed space shall be useable solely for parking of vehicles, building access, or storage. Such space shall not be used for human habitation.

(5) Prohibit the use of fill for structural support of buildings.

(6) Prohibit man-made alteration of sand dunes and mangrove stands unless in accordance with a valid Beach Front Construction & Dune Protection Permit.

(7) Manufactured Homes -

Require that manufactured homes placed or substantially improved within Zone V1-30, V, and VE on the community's FIRM on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as the result of a flood, meet the standards of paragraphs (1) through (6) of this section **and** that manufactured homes placed or substantially improved on other sites in an existing manufactured home park or subdivision within Zones V1-30, V, and VE on the community's FIRM meet the requirements of Article 5, Section B(4) of this ordinance.

(8) Recreational Vehicles -

Require that recreational vehicles placed on sites within Zones V1-30, V, and VE on the community's FIRM either (i) be on the site for fewer than 180 consecutive days, or (ii) be convertible for highway use, or (iii) shall be secured using an anchoring system consisting of wind strap ties sufficient to secure the vehicle up to a wind limit of 149mph. . A recreational vehicle is convertible for highway use if any anchoring of the vehicle is reversible without rendering the vehicle unfit for highway use.

SECTION E. PENALTIES FOR NON COMPLIANCE

No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this Ordinance and other applicable regulations. Violation of the provisions of this Ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violates this Ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$2,000 for each violation for all violations involving fire safety or

public health and sanitation, and not more than \$500 per violation for all other offenses, and in addition shall pay all costs and expenses involved in the case. Nothing herein contained shall prevent the City Commission from taking such other lawful action as is necessary to prevent or remedy any violation.

SECTION F. CERTIFICATION OF ADOPTION

APPROVED: _____
Bobby Peden, Mayor

PASSED: _____
(adoption date)

ORDINANCE BECOMES EFFECTIVE: _____
(effective date)

I, the undersigned, _____, hereby certify that the above is a true and correct copy of an ordinance duly adopted by the City Commission at a regular meeting duly convened on _____.

Caroline Cole, City Clerk

{SEAL}

S T A R B A S E

CITY COMMISSION AGENDA MEMO

TO: Mayor and City Commission

FROM: Kent Myers, City Administrator

MEETING DATE: November 19, 2025

ITEM: Creating Natural Resources Department and Funding for Conservation Easements

SUMMARY

With the recent creation of the City Natural Resources Committee, we now need to create a City Department to receive advice and recommendations from the Committee and the City needs to allocate funds for maintaining our conservation easements.

BACKGROUND

At the last City Commission meeting, a Natural Resources Committee was appointed by the Commission to provide maintenance, oversight and restoration of the natural resources located within and adjacent to our City Limits. Their knowledge and expertise will play an important role in the preservation and protection of the natural resources included within our conservation easements which are so important to this area of the State.

To coordinate the work of the Committee and keep the City Commission fully apprised of their work, a Natural Resources Department needs to be created which will initially include the City Administrator and City Clerk. In addition, funding needs to be provided to the Committee for them to accomplish their work and this funding needs to be budgeted in a separate fund. The funding allocation for the first year should be \$50,000 and this funding will be evaluated for future years. This funding is available in the current City Budget but will require an interfund transfer from the General Fund to a new Natural Resources Fund.

STAFF RECOMMENDATIONS

It is recommended that the attached ordinance to create a Natural Resources Department and provide funding for the conservation easements in a separate fund be approved.

Suggested Motion: “motion to approve the ordinance creating a Natural Resources Department and providing funding for the conservation easements.”

ATTACHMENTS

Ordinance Creating a Natural Resources Department and Providing Funding for Conservation Easements

CITY OF STARBASE, TEXAS

ORDINANCE NO. 2025-11-19-F04-OR

AN ORDINANCE OF THE CITY OF STARBASE, TEXAS, CREATING A NATURAL RESOURCES DEPARTMENT CONSISTING OF CITY STAFF RESPONSIBLE FOR THE MAINTENANCE, OVERSIGHT AND RESTORATION OF NATURAL RESOURCES WITHIN AND ADJACENT TO THE CITY'S JURISDICTION; CREATING A SPECIAL FUND DEDICATED TO EXPENDITURES RELATED TO CONSERVATION EASEMENTS WITHIN AND ADJACENT TO THE CITY'S JURISDICTION; AMENDING ORDINANCE NO. 2025-09-11-E01-OR TO PROVIDE FOR AN AMENDMENT TO THE FISCAL YEAR 2025-2026 BUDGET TO APPROPRIATE FUNDS FROM THE GENERAL FUND FOR THE ESTABLISHMENT OF THE NATURAL RESOURCES FUND; PROVIDING FOR SEVERABILITY AND REPEALER; PROVIDING FOR ENGROSSMENT AND ENROLLMENT OF THIS ORDINANCE; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

WHEREAS, on October 15, 2025, the City Commission approved Resolution No. 2025-10-15-F03-RE creating the Natural Resources Committee responsible for the maintenance, oversight and restoration of natural resources within and adjacent to the City's jurisdiction; and

WHEREAS, the City Commission desires to create the Natural Resources Department consisting of city staff to receive recommendations and advice from the Natural Resources Committee; and

WHEREAS, in accordance with section 101.004 of the Texas Local Government Code, the City Commission seeks to create a Natural Resources Fund, a special fund dedicated solely to expenditures related to conservation easements within and adjacent to the City's jurisdiction; and

WHEREAS, an amendment to the fiscal year 2025-2026 budget, adopted by Ordinance No. 2025-09-11-E01-OR on September 11, 2025, is necessary to transfer funds from the City's General Fund to the Natural Resources Fund to provide the beginning fund balance; and

WHEREAS, the Mayor, as the City's Budget Officer as set forth in section 102.001 of the Local Government Code, and in consultation with the City Administrator, has prepared a proposed budget amendment attached hereto as **Exhibit A**; and

WHEREAS, after due deliberation and consideration, the City Commission has determined that this Ordinance should be adopted, and that such Ordinance is in the best interest of the public health, safety, and welfare of the citizens of the City and general public.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF STARBASE, TEXAS:

SECTION 1. Incorporation of Premises. The premises set forth above are incorporated herein as if set forth verbatim.

SECTION 2. Department of Natural Resources Created. The City Commission hereby creates the Natural Resources Department consisting of city staff, including but not limited to, the City Administrator and City Clerk, including subordinate employees of said officials. The Natural Resources Committee shall provide consultation and direction to the Natural Resources Department on matters relating to the maintenance, oversight and restoration of natural resources within and adjacent to the City's jurisdiction. Upon consultation with the Natural Resources Committee, the Natural Resources Department staff shall seek approval from the City Commission on ordinances, resolutions and contracts, or as necessary when required by law or ordinance.

SECTION 3. Natural Resources Fund Created. In accordance with section 101.004 of the Texas Local Government Code, the City Commission hereby creates a special fund entitled "Natural Resources Fund." The Natural Resources Fund balance shall only be dispersed for expenditures related to conservation easements within and adjacent to the City's jurisdiction, including ensuring compliance with the terms and conditions of the conservation easements, monitoring for encroachments or other violations, providing for the legal defense of the conservation easement, and other long-term land stewardship duties. The City Commission hereby allocates a starting fund balance of \$50,000 and commits to maintaining a minimum fund balance of \$50,000 at the beginning of each fiscal year. The City Administrator is authorized to disburse funds from the Natural Resources Fund in accordance with the City's budget and adopted financial management and purchasing policies, as may be amended. In the event an encroachment in violation of the conservation easement is observed, additional funds shall be allocated to the Natural Resources Fund as necessary.

SECTION 4. Budget Amendment. The fiscal year 2025-2026 budget, approved by Ordinance No. 2025-09-11-E01-OR, is hereby amended to transfer \$50,000 from the General Fund to the Natural Resources Fund, as set forth in the attached **Exhibit A**. The City Administrator is hereby authorized to make all necessary revisions to the City's fiscal and financial records to reflect amendments approved by this Ordinance.

SECTION 5. Severability. It is hereby declared to be the intention of the City Commission that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Commission without the incorporation in this Ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

SECTION 6. Repealer. This Ordinance shall be cumulative of all provisions of all ordinances of the City of Starbase, as amended, and shall not repeal any of the provisions of such ordinances, except in those instances where provisions of such ordinances are in direct conflict with the provisions of this Ordinance.

SECTION 7. Engrossment/Enrollment. The City Clerk is hereby directed to enroll and engross this Ordinance by reflecting the passage of this Ordinance in the minutes of the City Commission and by filing this Ordinance in the Ordinance Records of the City.

SECTION 8. Effective Date. This Ordinance shall become effective upon its passage.

PASSED AND APPROVED by the City Commission of the City of Starbase, Texas, on this 19th day of November, 2025.

CITY OF STARBASE, TEXAS

Bobby Peden, Mayor

ATTEST:

Caroline Cole, City Clerk

APPROVED AS TO FORM:

Marie N. Johnson, Assistant City Attorney

S T A R B A S E

CITY COMMISSION AGENDA MEMO

TO: Mayor and City Commission

FROM: City Administrator

MEETING DATE: November 19, 2025

ITEM: October 2025 Financial Report

SUMMARY

The City's financial report for October 2025 is attached for the City Commission's review and acceptance.

BACKGROUND

To be transparent with our finances, each month we include a financial report in the agenda packet on city transactions for the previous month. The City Commission is requested to review, discuss and accept detailed financial reports documenting financial transactions for the previous month. Once accepted by the City Commission, the report will then be posted on the city website. At Wednesday's Commission meeting I will summarize the attached report and then be available to respond to any questions.

STAFF RECOMMENDATIONS

Following discussion, it is recommended that the October 2025 financial report be accepted.

Suggested Motion: "It is moved that the attached financial report for October 2025 be accepted."

ATTACHMENTS

October 2025 Financial Statement

City of Starbase, Texas
General Fund Budget and Actual - Detailed
For the Month Ended October 31, 2025

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Property taxes	\$ 4,279,661	\$ 4,279,661	\$ 15,902	\$ (4,263,759)
Permits and fees				
New home permits	40,000	40,000	2,140	(37,860)
Existing home inspections	-	-	-	-
Commercial/Multifamily	100,000	100,000	-	(100,000)
Other - subdivision/plats/re-plats	10,000	10,000	5,088	(4,912)
Remodel/addition permits	4,000	4,000	-	(4,000)
Other permits	4,000	4,000	-	(4,000)
Interest income	12,000	12,000	5,880	(6,120)
Miscellaneous revenue				
Other revenue	10,000	10,000	20	(9,980)
Municipal court revenue	5,000	5,000	-	(5,000)
Total revenues	4,464,661	4,464,661	29,030	(4,435,631)
Expenditures				
General government				
Bank fees and charges	5,000	5,000	-	5,000
Office supplies	5,000	5,000	215	4,785
Office equipment	2,000	2,000	348	1,652
City meeting place and office lease	1,200	1,200	-	1,200
Postage and shipping	2,500	2,500	-	2,500
Printing and reproduction	5,000	5,000	-	5,000
City administration software	20,533	20,533	-	20,533
Branding and ad budget	24,000	24,000	-	24,000
Tec-refresh	177,000	177,000	20,625	156,375
Audit expense	60,000	60,000	5,059	54,941
Codification	10,000	10,000	-	10,000
Code administrator	5,000	5,000	-	5,000
Mapping	2,000	2,000	-	2,000
Building permit review and inspections	120,000	120,000	2,800	117,200
Code compliance	4,000	4,000	-	4,000
Contract services engineering	200,000	200,000	20,832	179,168
Contract services city clerk	175,500	175,500	4,021	171,479
Contract services city administrator	195,000	195,000	7,838	187,162
Contract services city attorney	276,000	276,000	-	276,000
Contract services	-	-	-	-
Dues and memberships	4,000	4,000	-	4,000

City of Starbase, Texas
General Fund Budget and Actual - Detailed
For the Month Ended October 31, 2025
(continued)

	Original	Final		Variance with Final Budget Positive (Negative)
<i>For the year ended September 30, 2025</i>	Budget	Budget	Actual	
Election expenses	15,000	15,000	-	15,000
Meeting expenses	1,000	1,000	-	1,000
Public notices	10,000	10,000	-	10,000
Travel and vehicle expenses	-	-	1,903	(1,903)
Elected official travel	5,000	5,000	-	5,000
Training and prof develop elected body	2,000	2,000	-	2,000
Training and prof develop staff	14,000	14,000	-	14,000
Community relations	2,000	2,000	-	2,000
Other operating expenses	25,000	25,000	159	24,841
Mosquito testing services	20,000	20,000	-	20,000
Tax appraisal services	22,713	22,713	16,668	6,045
Liability insurance	20,000	20,000	-	20,000
TMLIRP	-	-	19,600	(19,600)
Telephone and internet	3,000	3,000	-	3,000
Public safety				
Municipal court costs	12,000	12,000	-	12,000
Municipal court judge	12,000	12,000	-	12,000
Prosecutor	12,000	12,000	-	12,000
Court Bailiff	12,000	12,000	-	12,000
Law enforcement ILA contract	1,300,000	1,300,000	-	1,300,000
Jail costs	7,506	7,506	-	7,506
Volunteer fire department expenses	60,000	60,000	60,000	-
Debt service				
Principal	2,548,000	2,548,000	-	2,548,000
Total expenditures	5,396,952	5,396,952	160,068	5,236,884
Excess of revenues over expenditures	(932,291)	(932,291)	(131,038)	801,253
Other Financing Sources				
Proceeds from issuance of debt	1,000,000	1,000,000	-	1,000,000
Total other financing sources	1,000,000	1,000,000	-	1,000,000
Net change in fund balance	67,709	67,709	(131,038)	1,801,253
Fund balance, beginning of the year	-	-	1,683,837	(1,683,837)
Fund balance, end of year	\$ 67,709	\$ 67,709	\$ 1,552,799	\$ 117,416