



City of Starbase
Notice of City Commission Meeting
39046 L B J Boulevard
Brownsville, TX 78521
Friday, May 30, 2025
9:00 AM

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.*
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**City of Starbase
City Commission Meeting Agenda
Friday, May 30, 2025
9:00 AM**

A. Call to Order and Quorum Determination

B. Pledge of Allegiance

C. Public Comment on Items Listed in Section (D) - *comments limited to two minutes per individual, as set forth above.*

D. Regular Session

1. Discussion and action on an ordinance adopting extended hours for the sale of mixed beverages and the sale and delivery of malt beverages and wine for TABC licensees or permittees holding a retailer late hours certificate.
2. Discussion and action on an ordinance adopting the Texas Food Establishment Rules for the regulation of food service establishments, retail food stores, temporary food establishments, mobile food units, roadside food vendors, and farmers' markets.
3. Discussion and action on an ordinance establishing the city's fiscal year as October 1 to September 30.
4. Discussion and action on a resolution creating the Mayor Pro Tem position.
5. Discussion and action to appoint a Mayor Pro Tem.
6. Discussion and action on an ordinance establishing a comprehensive emergency management program for the city.
7. Discussion and action on a resolution establishing a National Incident Management System incident command system as the city's standard command and control system during emergency operations.

E. Public Comment on Items Listed in Section (F) - *comments limited to two minutes per individual, as set forth above.*

F. Regular Session

1. Discussion and action on an ordinance adopting the municipal boundary survey, direct the City Clerk to enter the survey field notes into the city's minutes and in the Cameron County deed records, and adopt the official City of Starbase map.
2. Discussion and action on a resolution adopting a city holiday schedule for the period of June 1, 2025, to June 1, 2026.
3. Discussion and action on a resolution setting a regular City Commission meeting date, time and location.

4. Discussion and action on an interlocal agreement with the Cameron County Emergency Communication District regarding the provision of 911 addresses for the city.
5. Discussion and action on an ordinance establishing a records retention policy, appointing a records management officer, and adopting a records management plan.
6. Discussion and action on a resolution authorizing participation in The Local Government Purchasing Cooperative and authorizing the City Administrator to execute the Interlocal Participation Agreement.
7. Discussion and action on the Road Maintenance and Development Agreement with Space Exploration Technologies, Corp. for the improvement, maintenance, repair, construction, and development of certain public roadways or rights-of-way within the city limits.
8. Discussion and action on an ordinance adopting nuisance standards to govern general standards of property maintenance and procedures for the remediation of such nuisances within the city.

G. Public Comment on Items Listed in Section (H), (I), (J) and (K) - *comments limited to two minutes per individual, as set forth above.*

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 roles and duties of municipal bond counsel, municipal accounting services, and municipal finance advisory services.

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 on an agreement with McCall Parkhurst & Horton to provide municipal bond counsel services.
2. Receive a presentation, discuss and act on an agreement with Hilltop Securities, Inc. to provide municipal finance advisory services.
3. Discussion and action to acknowledge Municipal Securities Rulemaking Board Rule G-42 disclosures from the financial advisor.
4. Discussion and action on a resolution approving a Plan of Finance in connection with the issuance of Tax Revenue Anticipation Note, Taxable Series 2025A.

5. Discussion and action on an agreement with Carr, Riggs & Ingram, LLC to provide municipal accounting services.

K. City Commission/City Administrator Comments on Items of Community Interest and Future Agenda Items

The purpose of this section is to allow each Commission Member and the City Administrator the opportunity to provide general updates on items of community interest to other Commission Members, the public, and/or staff. Comments on items not appearing on the agenda are limited by Texas Government Code Section 551.0415, which allows: (1) expressions 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.

For future agenda items, any Commission Member may direct that an item be added to any future agenda. However, no deliberation may take place on an item not listed on the meeting agenda.

L. Adjourn

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 72 hours prior to the commencement of the meeting and shall remain posted until the meeting is adjourned.

Caroline Cole, City Clerk

Date: _____