

City of Starbase
Notice of City Commission Meeting
39046 L B J Boulevard
Starbase, TX 78521
Thursday, January 8, 2026
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
Thursday, January 8, 2026**

A. Call to Order and Quorum Determination

B. Pledge of Allegiance

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

D. Regular Session

1. Discussion and action on a Resolution accepting the resignation of City Commissioner Jenna Petrzelka and appointing a qualified individual to fill the vacancy and serve as City Commissioner until the May 3, 2026 general election date.
2. Administer the Oath of Office to the newly appointed Commissioner.

E. Consent Agenda

1. Action regarding the meeting minutes for the November 19, 2025, City Commission meeting.
2. Ordinance calling the May 2, 2026 General Election for the places of Mayor and two City Commissioners.
3. Action on an agreement with Carr Riggs & Ingram for the provision of accounting and bookkeeping services and preparation of financial statements.

F. Regular Session

1. Discussion and action on an ordinance implementing an order of the Space Commission; and delegating authority to the Mayor to temporarily close: (1) a highway as defined by Tex. Transp. Code § 221.001, (2) a venue as defined by Tex. Local Gov't Code § 334.001, or (3) an area specified by Tex. Nat. Res. Code § 33.203(11).
2. Discussion and action on an ordinance abandoning Joanna Street, a public street, and authorizing the city administrator to execute related documents.
3. Presentation on the November 2025 Financial Report summarizing financial transactions through November 30, 2025.
4. Receive a presentation from Burton, McCumber & Longoria, LLP regarding the Starbase Municipal Audit for the fiscal year ending September 30, 2025.
5. Receive a presentation regarding a proposed Starbase Public Library.

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 November / December 2025
 - b. May 2, 2026 General Election
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(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. Agreement regarding law enforcement consulting services; and
 - b. Agreement regarding assistant city administrator services.
2. **Section 551.074:** discuss the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: assistant city administrator.

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

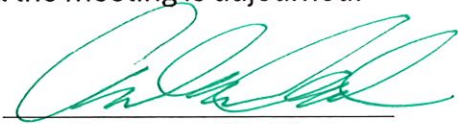
1. Discussion and action to appoint an assistant city administrator and authorize the city administrator to execute a contract regarding same.

K. 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 three business days prior to the meeting date and shall remain posted until the meeting is adjourned.



Caroline Cole, City Clerk

Date: 18 Dec 2025