



**City of Starbase**  
**Minutes of City Commission Special Meeting**  
39046 L B J Boulevard  
Brownsville, TX 78521  
Tuesday, February 3, 2026  
7:00 PM

A Special Meeting was held by the Starbase City Commission of the City of Starbase, Texas, on February 3, 2026, at 7:00 PM in the Hub, 39046 LBJ Blvd, Unit 2, Brownsville, Texas, 78521. The following City Commission members were present:

Mayor Bobby Peden

Commissioner Jordan Buss

Commissioner Lois Wallace

Commissioners absent: none

Staff Present:

City Administrator: Kent Myers

City Attorney: Marie Johnson

Assistant City Attorney: Judi El Masri

City Clerk: Gretchen Norton

**A. Call to Order and Quorum Determination**

The meeting was called to order by **Mayor Bobby Peden** at **7:01 p.m.** Mayor Peden announced that a quorum was present with all Commissioners in attendance.

**Present:**

- Mayor Bobby Peden
- Commissioner Jordan Buss
- Commissioner Wallace
- City Clerk Gretchen Norton
- City Administrator Kent Myers
- City Attorney Judy El Masri
  
- **Others Present:** Mario Garcia (City Engineer representative), representatives from Vision Quest Solutions, Inc. (Ben Reeve – Project Manager; Jevon Smith – Assistant Project Manager).

**B. Pledge of Allegiance**

Mayor Peden led the Pledge of Allegiance.

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

Mayor Peden opened the floor for public comment on all agenda items. No members of the public requested to speak, and public comment was closed.

**D. Discussion and action to appoint a City Clerk and administer Oath of Office**

City Attorney Judy El Masri clarified the procedural steps required to appoint the City Clerk and administer the oath of office. Following brief discussion, a motion was made to appoint **Gretchen Norton** as City Clerk.

- **Motion:** Mayor Peden
- **Second:** Commissioner Buss
- **Vote:** Carried unanimously with a vote of 3-0

Upon approval, Mayor Bobby Peden administered the **Oath of Office** to Gretchen Norton. Ms. Norton affirmed her commitment to faithfully execute the duties of City Clerk and to uphold the Constitutions and laws of the United States and the State of Texas. Mayor Peden welcomed Ms. Norton to the position.

**E. Consent Agenda**

The Consent Agenda consisted of the following items:

1. Approval of an agreement with **Cameron County** for the provision of election services for the **May 2, 2026 General Election**, and authorization for the City Administrator to execute the agreement.
2. Approval of an agreement with **Clear Career Professionals** to provide City Clerk services.

City Administrator **Kent Myers** explained that Cameron County successfully administered the City's prior election and staff recommended continuing that partnership for the upcoming election. He further explained that, consistent with the City's current staffing model, administrative personnel—including the City Clerk—are engaged through contractual service agreements.

Commissioners were given the opportunity to ask questions and indicated they had none.

- **Motion:** Commissioner Wallace
- **Second:** Commissioner Buss
- **Vote:** Carried unanimously with a vote of 3-0

1. Action on an agreement with Cameron County for the provision of election services for the May 2, 2026 general election and authorize the City Administrator to

execute same.

City Administrator **Kent Myers** explained that Cameron County successfully administered the City's prior election and staff recommended continuing that partnership for the upcoming election.

2. Action on an agreement with Clear Career Professionals to provide City Clerk services.

He further explained that, consistent with the City's current staffing model, administrative personnel—including the City Clerk—are engaged through contractual service agreements.

## F. Regular Session

1. Discussion and action on a resolution nominating the Starship Infrastructure Expansion Project as an enterprise project pursuant to the Texas Enterprise Zone Act.

City Administrator Myers explained that the City previously approved the nomination of the infrastructure project under the Texas Enterprise Zone Act; however, the Governor's Office requested minor revisions to ensure the project name in the resolution exactly matched the name used in the application materials. He emphasized that the revised resolution did not change the scope of the project, funding request, or intent.

Commissioners acknowledged the explanation and expressed understanding that the action was administrative in nature.

- **Motion:** Commissioner Buss
- **Second:** Commissioner Wallace
- **Vote:** Carried unanimously with a vote of 3-0

2. Discussion and action on a Beachfront Construction Certificate and Dune Protection Permit Application

City Administrator Myers introduced the item and noted it was the first application of its kind to come before the Commission. **Mario Garcia**, representing the City Engineer, presented an overview of SpaceX's proposed launchpad expansion within the dune protection area.

Mr. Garcia explained that the project would result in limited impacts to existing dunes and dune vegetation and detailed the mitigation measures proposed by SpaceX, including compensation for approximately **7.7 cubic yards of dune material**, restoration of dune vegetation, and planting in low-lying areas. He further outlined permit conditions, inspection requirements, and the three-year duration of the permit, including timelines for dune establishment and vegetation restoration. Commissioners asked clarifying questions regarding dune impacts, inspection schedules, and compliance with state law. Staff confirmed that annual inspections would occur and that failure to meet permit conditions could require permit extension or reapplication.

- **Motion:** Commissioner Wallace to approve issuance of the Beachfront Construction Certificate and Dune Protection Permit (Permit No. GLO-BDSC-26-009), subject to stated conditions
- **Second:** Commissioner Buss
- **Vote:** Carried unanimously with a vote of 3-0

Mayor Peden thanked Mr. Garcia for the presentation.

3. Discussion and action on a resolution authorizing the mayor to execute all necessary documents to designate the City of Starbase as the long-term steward and conservation easement holder for the Rockhands Mitigation Bank.

City Administrator Myers provided background on the Rockhands Mitigation Bank, noting that the Commission previously approved a Letter of Intent in August. He explained that SpaceX would provide financial support enabling the City to fulfill its long-term responsibilities as conservation easement holder and steward of the property.

The resolution before the Commission authorized the Mayor to execute final documents with the **U.S. Army Corps of Engineers**, completing the designation process and formalizing the City's role.

Commissioners asked if the item represented the final step in the process, and staff confirmed it did.

- **Motion:** Commissioner Buss
- **Second:** Commissioner Wallace
- **Vote:** Carried unanimously with a vote of 3-0

## G. Executive Session

At 7:12 p.m., the City Commission recessed into Executive Session pursuant to Texas Government Code §551.071(2) to consult with the City Attorney regarding an agreement for Law Enforcement Agency Establishment and Accreditation Services between the City of Starbase and Vision Quest Solutions, Inc.

## H. Reconvene into Open Session

The Commission reconvened into Open Session at 7:41 p.m. No action was taken at that time related to the Executive Session discussion.

## I. Regular Session

1. Discussion and action on an ordinance establishing the City of Starbase Police Department.

City Administrator Myers introduced the ordinance as the first formal step in establishing the **City of Starbase Police Department**. He introduced representatives from **Vision Quest Solutions**, who will assist the City with meeting state requirements and accreditation standards over the coming months.

Commissioners expressed appreciation for the assistance being provided and voiced support for establishing a local police department to enhance public safety

and quality of life. Commissioners also noted community interest in having a dedicated police presence.

- **Motion:** Commissioner Wallace
- **Second:** Commissioner Peden
- **Vote:** Carried unanimously with a vote of 3-0

**J. Adjourn**

- **Motion to Adjourn:** Mayor Peden
- **Second:** Commissioner Buss
- **Vote:** Carried unanimously with a vote of 3-0

The meeting was adjourned at **7:44 p.m.**

Approved by the City Commission on this 18th day of February 2026.

APPROVED:



Bobby Peden, Mayor

ATTEST:

  
Gretchen Norton, City Clerk