



City of Starbase
Notice of City Commission Special Meeting
18 Egido St.
Starbase, TX 78521
Monday, April 20, 2026
7:00 PM

NOTICE OF CHANGE IN MEETING LOCATION

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 five 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 Special Meeting Agenda
Monday, April 20, 2026
7:00 PM

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. 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 551.074: discuss the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee: Job descriptions and salaries for the City Administrator, City Clerk, Data Governance & Project Manager Lead, Executive Director of EDC and for Police Chief.
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 Attorney General ruling on public information request number 2025-135.

E. 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.

F. Consent Agenda

1. Action regarding the minutes of the March 18, 2026 City Commission meeting.
2. Action regarding an agreement with Paylocity Corporation for the City's payroll processing system.
3. Approval of a resolution adopting a City Investment Policy establishing prudent guidelines for the safe and liquid investment of City funds in compliance with the Texas Public Funds Investment Act.
4. Approval of a consulting agreement with Clear Career Professionals for Kent Myers to provide temporary administrative advice, guidance, and support.

5. Action regarding a final plat approval of the proposed Huddleston Subdivision, being a 53.06 acre tract of land, more or less, and being situated Share 3, San Martin Grant Jose Ygnacio de Trevino Survey, Starbase, Cameron County, Texas.

H. Regular Session

1. Discussion and action on appointing the City Administrator.
2. Discussion and action on converting designated contract positions to full-time city employees.
3. Discussion and action regarding the Attorney General ruling on public information request number 2025-135.
4. Discussion and action to approve a resolution establishing City Personnel Policies by adopting the City of Starbase Employee Policy Manual, and authorizing the City Administrator to implement, distribute, and enforce the same.
5. Discussion and action on an Ordinance of the City of Starbase providing for participation in the Texas Municipal Retirement System (TMRS) and its Supplemental Death Benefits Fund and authorizing the City to make actuarially determined contribution rate payments.
6. Discussion and action on a library services agreement.
7. Discussion and action on an ordinance amending the fiscal year 2025-2026 budget to appropriate funds for the non-profit Starbase Community Library.
8. Discussion and action on a resolution approving the creation of a Type B economic development corporation and approval of the Certificate of Formation to create the Starbase Economic Development Corporation to promote industrial development, business attraction, expansion, and economic growth within the city.

I. Commission/City Administrator Comments

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's Report

- a. Financial statement report March 2026
 - b. Building permit report for March 2026
 - c. Mid-year Budget Update for Fiscal Year 2025-2026
 - d. Update regarding police department
 - e. GLO Update & Beach Maintenance update
 - f. Elections update
 - h. Update on Municipal Court
3. Future agenda item requests – no discussion or action may be taken by the Commission on future agenda item requests.

J. 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 Proposed 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 Gretchen Norton, certify that this notice of meeting and agenda of items were posted on the official bulletin board of the City of Starbase, Texas and on the City's website at <https://starbase.texas.com/> in accordance with Chapter 551, Texas Government Code at least 3 business days prior to the start of the meeting, and shall remain posted until the meeting is adjourned.

Gretchen Norton, City Clerk

Date: _____