

CITY COMMISSION MEETING — MINUTES

DATE: September 4, 2026

TIME: 7:01 p.m. – 7:57 p.m.

LOCATION: Starbase City Hall, 48491 State Highway 4, Starbase, Texas 78521

A. CALL TO ORDER AND QUORUM DETERMINATION

The meeting was called to order at 7:01 p.m. Present: Mayor Peden, Commissioner Buss, and Commissioner Wallace. Absent: none. A quorum was determined to be present.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

C. PUBLIC COMMENT ON ALL AGENDA ITEMS

Comments limited to two minutes per individual, as set forth above. No individuals came forward to speak on agenda items not associated with a public hearing.

D. CONSENT AGENDA

Item D.1 - Action regarding the minutes of the City Commission meetings held on August 19, 2026.

Approval of the official minutes of the Commission's August 19, 2026 meeting. Approving the minutes confirms them as the accurate public record of that meeting.

Item D.2 - Ratification of EDC's action on the engagement of Municipal Advisor for the Starbase EDC.

The Starbase EDC has engaged Hilltop Securities Inc. as its municipal advisor to help the EDC plan and carry out bond financings. Because the agreement commits EDC funds, the EDC's bylaws require the City Commission to authorize it; this item formally ratifies the EDC Board's action.

Item D.3 - Ratification of EDC's action on an independent contractor agreement with Fast Break Global LLC for Executive Director services of Max Levin.

The EDC has entered into an independent contractor agreement with Fast Break Global LLC for the services of Max Levin as the EDC's Executive Director, who manages the EDC's day-to-day operations. Because the agreement commits EDC funds, the EDC's bylaws

require City Commission authorization; this item ratifies the EDC Board's action. Max Levin, EDC Executive Director, briefed the Commission and noted the matter was straightforward.

Lois Wallace made a motion to approve the consent agenda (Items D.1–D.3) as presented. Jordan Buss seconded the motion. The motion passed 3–0.

E. PUBLIC HEARING

Item E.1 - Conduct a second public hearing on the proposed annexation of approximately 7,133 acres, identified as the area to be annexed into the city limits including rights of way.

The second of the required public hearings on the proposed annexation of approximately 7,133 acres, including rights of way. The third and final hearing is set for September 21, 2026. This is a hearing only; no action is taken tonight on the annexation itself.

The public hearing opened at approximately 7:05 p.m. Four individuals were signed up to speak:

- Rebecca Hinojosa, Brownsville — South Texas Environmental Justice Network — read a letter opposing the proposed annexation and submitted a petition reported to bear more than 2,000 signatures. Staff/legal counsel clarified that the hearing concerns only the approximately 7,133-acre area (C4) included in the packet, and not a separate 444-acre tract referenced in her comments, which is not part of this annexation.
- A statement was read into the record on behalf of Gerald Pedraza (Galena, IL), an affected landowner, opposing the annexation.
- A statement was read into the record on behalf of Barb Buckner, a property owner within the proposed annexation area, requesting transparency regarding the methodology used to determine that more than 50% of landowners supported the annexation under Local Government Code § 43.0681, and requesting information on municipal services to be provided to annexed properties. Staff responded that the city does not provide water or sewer service and lacks the infrastructure to do so, that information on the C4 annexation is posted on the city's website, and that informational packets describing the services to be offered (currently police services, with the police department being established) were mailed twice to all property owners.

- Christopher Basaldu, Brownsville — a member of the Carrizo/Comecrudo Tribe and the South Texas Environmental Justice Network — opposed the annexation, raising concerns under Local Government Code § 43.055 regarding the scale of the annexation and objecting to the absence of consultation with tribal leadership.

No further speakers came forward. The public hearing closed at approximately 7:19 p.m. No action was taken.

Item E.2 - Conduct a public hearing on the tax rate proposed by the City Commission on August 19, 2026.

The required public hearing on the tax rate the Commission proposed on August 19, 2026. This hearing must be held before the Commission adopts the tax rate later in the meeting (Item F.2).

The public hearing opened at 7:20 p.m. One individual, Christopher Basaldu, addressed the Commission with general comments urging the city to avoid a regressive property tax structure and to consider a greater tax burden on businesses and higher-value property relative to individual homeowners. No further speakers came forward. The public hearing closed at 7:22 p.m. No action was taken.

F. REGULAR SESSION

Item F.1 - Discussion and action on appointing an EDC board member.

Recently, one of the EDC board members submitted a letter of resignation. As a result, the EDC needs to find a new board member. The proposed board member is Haley Ruvalcaba, an active member of the Starbase community. As a reminder, directors help set the EDC's priorities and oversee its economic-development work; day-to-day operations are handled by the Executive Director.

Jordan Buss made a motion to appoint Haley Ruvalcaba to the Starbase EDC Board. Lois Wallace seconded the motion. The motion passed 3–0.

Item F.2 - Discussion and action on an ordinance levying taxes and adopting the tax rate on all taxable property for the year 2026-27 at the rate of \$0.8000 per one-hundred dollars (\$100.00) assessed value on all taxable property within corporate limits of the City of Starbase.

This rate is below the voter-approval rate of \$0.803732, so no election is required. It is above the no-new-revenue rate of \$0.775093, which is why the public hearing (Item E.2) is

required and why the adoption must be taken by a separate record vote from the budget vote held on August 19, 2026.

Lois Wallace made a motion to adopt the ordinance levying taxes and adopting the 2026-27 tax rate at \$0.8000 per \$100 valuation (a 3.21% increase over the no-new-revenue rate). Jordan Buss seconded the motion. The motion passed 3-0.

Record Vote: Buss – Aye; Wallace – Aye; Peden – Aye

Item F.3 - Discussion and action on an administrative services agreement between the Starbase EDC and the City of Starbase

The agreement details the administrative services and office space that the City provides the EDC, and the EDC's payment to the City for that support (staff time, office space, and shared facilities). The fee is set at roughly 35% of the cost of the City personnel who support the EDC, plus an allocation for office space. It is a flat annual fee of \$400,000, paid in quarterly installments of \$100,000, plus a one-time payment of \$161,096 for services already provided from the EDC's formation (May 7, 2026) through September 30, 2026. The initial term runs through September 30, 2027 and renews annually.

Jordan Buss made a motion to approve the Administrative Services Agreement between the Starbase EDC and the City of Starbase. Lois Wallace seconded the motion. The motion passed 3-0.

EXECUTIVE SESSION

In accordance with the Texas Government Code, Chapter 551, the City Commission recessed into Executive Session (closed meeting) at 7:31 p.m. to discuss the following: Deliberation of the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Clerk.

The Commission reconvened into open session at 7:54 p.m. to consider and take possible action, if any, on matters discussed in executive session under § 551.074. For the record, no action or vote was taken during the executive session itself.

Lois Wallace made a motion to accept the resignation of Gretchen Norton as City Clerk and appoint Keila Tuttle as Interim City Clerk, effective September 4, 2026. Jordan Buss seconded the motion. The motion passed 3-0.

G. COMMISSION / CITY ADMINISTRATOR COMMENTS

Item I.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.

The Commission thanked Gretchen Norton for her service to the city as City Clerk. Commissioners also encouraged residents to enjoy the holiday weekend at Boca Chica Beach and recognized Gulf Coast Contractors for their continued beach-cleaning and entrance-maintenance work.

Item I.2 - Future agenda item requests

No discussion or action was taken by the Commission on future agenda item requests.

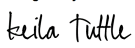
H. ADJOURNMENT

There being no further business to come before the Commission:

Mayor Peden made a motion to adjourn. Jordan Buss seconded the motion. The motion passed 3-0.

The meeting adjourned at 7:57 p.m.

Respectfully submitted,

Signed by:

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Keila Tuttle, Interim City Clerk

City of Starbase

Signed by:



Approved by the City Commission on: 9/22/2026