ROSEBUD CITY COUNCIL
SPECIAL MEETING
Council Chambers, Rosebud City Hall

202 S College Street, Rosebud, TX

February 25, 2026, 6:30 PM

MINUTES

I. Open Meeting and Roll Call.

- **Mayor Zipperlen called the meeting to order at 6:33 pm. Council Members in attendance were CM Marla Wallace, CM Owen Smith, CM Sharon Skupin and CM Randy Burton. Absent were CM Stacy Maness and CM Isabel McBee. Also attending were Mayor Marlene Zipperlen, City Administrator (CM) Kenny Ray Murray, City Secretary Cynthia Gibbs, Librarian/Grant Coordinator Kelly Hughes, and Engineer Scott Murrah.**

II. Certify Posting.

- **City Secretary, Cynthia Gibbs certified the agenda was posted at 202 S College Street on February 19, 2026, at 4:35 pm.**

III. Citizen Participation: Citizens Comments (3mins.) on Agenda items. *Speaker shall address the presiding officer and not any individual council member, or staff member. Texas Open Meetings Act sec. 551.041,* ***the council cannot discuss, deliberate or take action on matters not listed on the agenda.*** *City Council may refer speaker to City staff for research, resolution, or referral for future agenda.*

- **None.**

City Council skipped to item VI., V., and IV then returned to regular schedule.

IV. Consider discuss and take appropriate action to award a construction contract for TXCDBG project CDV23-0049 to RSD Site Development in the amount of $212,682.96 for the base bid and alternates 1 & 2.

- **CM Smith made a motion to approve and award a construction contract for TXCDBG project CDV23-0049 to RSD Site Development in the amount of $212,682.96 for the base bid and alternates 1 & 2.**
- **CM Skupin seconded the motion.**
- **The motion passed unanimously (4-0).**

V. Presentation of TDA Form A1024 CDBG section 3 goals and concepts as related to the CDBG program and grant contract CDV23-0049.

- **Shauna Canales presented the TDA Form A1024 CDBG section 3 goals and concepts as related to the CDBG program and grant contract CDV23-0049.**

VI. Discussion and or action to approve the FY 2024-2025 annual audit as presented by Don Allman, CPA.

- **CM Wallace made a motion to accept the FY 2024-2025 annual audit as presented by Don Allman, CPA.**
- **CM Burton seconded the motion.**
- **The motion passed unanimously (4-0).**

VII. Discussion about an agreement with AdComp Systems Inc., for a software package to manage fund accounting, water, court, payroll, and timekeeping.

- **City Secretary Cynthia Gibbs gave an update on this topic. Discussion item only.**

VIII. Future agenda items.

- **None**

IX. Adjourn

- **CM Skupin made a motion to adjourn the meeting.**
- **CM Smith seconded the motion.**
- **The motion passed unanimously (5-0) and the meeting was adjourned at 8:25 pm.**

Marlene Zipperlen, Mayor

Attest: Cynthia Gibbs, City Secretary