

**ROSEBUD CITY COUNCIL
SPECIAL MEETING
Council Chambers, Rosebud City Hall
202 S College Street, Rosebud, TX**

March 4, 2026, 6:30 PM

MINUTES

I. Open Meeting and Roll Call.

- **Mayor Marlene Zipperlen called the meeting to order at 6:30 pm. Council Members in attendance were CM Marla Wallace, CM Owen Smith, CM Isabel McBee, CM Randy Burton and CM Sharon Skupin. Absent was CM Stacy Maness. Also attending were Mayor Marlene Zipperlen, City Administrator (CM) Kenny Ray Murray, City Secretary Cynthia Gibbs, and Librarian/Grants Coordinator Kelly Hughes.**

II. Certify Posting.

- **City Secretary, Cynthia Gibbs certified the agenda was posted at 202 S College Street on February 26, 2026, at 4:45 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.**

IV. Discussion and/or action to approve Resolution 26030401 to select administration/project delivery service provider(s) to complete application preparation/project implementation for the City of Rosebud's Texas Community Development Block Grant Downtown Revitalization/Main Street Program administered and funded by the Texas Department of Agriculture.

- **CM Skupin made a motion to approve Resolution 26030401 to select Grantworks as administration/project delivery service provider to complete application preparation/project implementation for the City of Rosebud's Texas Community Development Block Grant Downtown Revitalization/Main Street Program administered and funded by the Texas Department of Agriculture.**
- **CM Burton seconded the motion.**
- **The motion passed unanimously (4-0).**

- V. Discussion and/or action to approve Resolution 26030402 to select engineering, architectural, and surveying service provider(s) to complete project implementation for the City of Rosebud's Texas Community Development Block Grant Downtown Revitalization/Main Street Program funding administered by the Texas Department of Agriculture.
- **CM Smith made a motion to approve Resolution 26030402 to select 5M Associates as engineering, architectural, and surveying service provider to complete project implementation for the City of Rosebud's Texas Community Development Block Grant Downtown Revitalization/Main Street Program funding administered by the Texas Department of Agriculture.**
 - **CM Wallace seconded the motion.**
 - **The motion passed unanimously (4-0).**
- VI. Discussion and/or action to appoint Don Stowe to fill a vacant board member position for the Rosebud Economic Development Corporation.
- **CM Skupin made a motion to appoint Don Stowe to fill a vacant board member position for the Rosebud Economic Development Corporation.**
 - **CM Burton seconded the motion.**
 - **The motion passed unanimously (4-0).**
- VII. Discussion and/or action to approve a recommendation by the Rosebud Economic Development Corporation to expend up to \$35,000 to remodel the kitchen at the Senior Citizens Center.
- **CM Skupin made a motion to approve a recommendation by the Rosebud Economic Development Corporation to expend up to \$35,000 to remodel the kitchen at the Senior Citizens Center.**
 - **CM Wallace seconded the motion.**
 - **The motion passed unanimously 3-0, 1-abstain by CM Smith.**
- VIII. Discussion and/or action to approve an agreement with the Law Office of Leslie J. Valladares, LLC, to retain and appoint Ms. Valladares as City Prosecutor.
- **CM Smith made a motion to approve an agreement with the Law Office of Leslie J. Valladares, LLC, to retain and appoint Ms. Valladares as City Prosecutor.**
 - **CM Burton seconded the motion.**
 - **The motion passed unanimously (4-0).**
- IX. Discussion regarding possible agreement with Ad Comp Systems Inc.
- **Discussion item only, no action taken.**
- X. Discussion on replacing two Chevy 1500 vehicles with Ford F250 vehicles.
- **Discussion item only, no action taken.**
- XI. Discussion and/or action to authorize the City Administrator to solicit quotes/bids to lease-purchase and finance two Ford F250 vehicles.
- **CM Skupin made a motion to authorize the City Administrator to solicit quotes/bids to lease-purchase and finance two Ford F250 vehicles.**

- **CM Smith seconded the motion.**
- **The motion passed unanimously (4-0).**

XII. Future agenda items.

- **Ad Comp Software**
- **Trucks**


XIII. Adjourn

- **CM Smith made a motion to adjourn the meeting.**
- **CM Skupin seconded the motion.**
- **The motion passed unanimously (4-0) and Mayor Zipperlen adjourned the meeting at 8:56 pm.**



Marlene Zipperlen, Mayor





Attest: Cynthia Gibbs, City Secretary