

REGULAR MEETING OF THE CITY COUNCIL, CITY OF SHALLOWATER, NOVEMBER 4TH, 2025. WITH THE FOLLOWING MEMBERS PRESENT:

ROYKING POTTER  
MAYOR  
RUSSEL MOSES  
CITY ADMINISTRATOR  
NIKKI CORONADO  
CITY SECRETARY  
BETHANY BROWN  
DEPUTY CITY SECRETARY  
WILL GRIFFIS (VIA PHONE CONFERENCE)  
ATTORNEY

ALDERMAN:  
JASON WHITE  
TROY WHITE  
WADE WALTISPERGER  
CHRIS CODY

**Others Present:** Ruben Ponce, Cory Buck, Mckenzie Braddock, Pat Frazier, Jason Frazier, Tiffany and Drew Norris, Donna Johnson, JD Young, Scott Schleicher, Leonard Nail, Jessica Carothers

**Pledge of Allegiance:** The meeting was opened at 7:00 PM by Mayor Potter.

**Invocation:** Invocation was offered by Alderman Chris Cody.

**Open Forum:** Open forum was open at 7:01 PM.

**Public hearing for a variance request for a tiny house to be placed at 1309 7<sup>th</sup> Street for Eric Creel:** The public hearing was opened at 7:01.

### **Department Reports:**

**Fire Department:** Chief Cory Buck presented a written report. He mentioned that the fire department received a grant for \$45,000 from the Forest Service for a skid unit. There were no questions.

### **Consider and discuss sealed bids for trucks for Fire department:**

There was one sealed bid submitted for the fire trucks. Alderman Jason White made a motion to accept the bid. Alderman Chris Cody made the second with 4 in favor and Alderman Kyle Yeager absent.

**Consider and discuss purchasing a 2025 Dodge from Grapevine Dodge for a Fire command vehicle:**

Chief Buck mentioned the current truck is having problems that will cost more to fix than the worth of the truck. Mayor Potter recommended that the council approve the purchase. He said the guys do a great job of making sure the trucks are taken care of and keep running. Alderman Jason White motioned to purchase the truck. Alderman Troy White made the second with 4 in favor and Alderman Kyle Yeager absent.

**Emergency Management:** Chief Cory Buck presented a written report. Chief Buck said they are looking for ways to be able to set the sirens off by phone to make it a safer and easier process. There were no questions.

**Municipal Court:** A report was not available.

**Police Department:** Chief Brian Williams presented a written report. Chief Williams said the department received the \$35,000 grant from the Governor's office for the new Durango. He picked it up last week and they are currently waiting on the rest of the equipment to come in. He said the Governor's office also funded a rifle resistant armor grant that is about \$1300 and the vests have been ordered. He will be applying for another grant for their regular vests to be replaced as well. He mentioned that he picked up some weapons from the Burkburnett PD and they had a patrol rifle school scheduled but it got cancelled. He also mentioned that Officer Mendez gets off FTO tonight and the department has added Brad Miles as chaplain to the department.

**Code Enforcement:** Officer Shawn Claunch presented a report. There were no questions. He mentioned that he will be getting a problem property on the schedule to get cleaned up with Branch Masters.

**Public Works:** Ruben Ponce presented a written report. There were no questions.

**Consider and discuss a quote from Hitachi Air Center for air dryers for the EDR plant:** Ruben said the dryers are necessary to keep the plant running efficiently and keep problems from arising. Alderman Troy White made the motion to accept the quote for the dryers. Alderman Jason White made the second with 4 in favor and Alderman Kyle Yeager absent.

**Consider and discuss Water/Sewer updates with Parkhill:** Leonard Nail stated that it's all hands-on deck. He said things are moving along quickly. He said the survey has been done and everything is going well. There are no new updates to present.

**Consider and discuss changes to the golf cart ordinance and include electric scooters:**

Mayor Potter opened the conversation by saying that we set the bar high when the ordinance was first passed. He agrees that there are some changes that need to be made.

He said the public has been responsible with the use of the golf carts around town and the ordinance now needs some changes and add in electric scooters. He mentioned the scooters are starting to be an issue with the safety of the kids around town and we need to have some rules in place since we have gotten numerous complaints of safety issues. Chief Williams researched what other cities have done with scooters and provided the council and those in attendance what he had found. Mayor Potter asked the public in attendance to speak on the issue as well and get their opinions. He said \$100 a year for the permit fee seems to be reasonable and asked what everyone thought. The consensus was that it is a fair price. The question of if driving at night is permitted with proper headlights and brake lights was asked and state law does not permit it. After the police department researched, it was concluded that the law on this changed as of September 1, 2025 and that it is permitted but would be up to the individual city ordinance. The council spoke about hours of use and it was decided that between the hours of 6 am and 11 pm would be a sufficient amount of time for the public to enjoy their golf carts and scooters and still maintain safety. It was determined that the registration fee for the year will be prorated based on when a person registers their golf cart within that year. Alderman Jason White made a motion to change the golf cart ordinance to reflect a yearly fee/renewal of \$100, operation hours of 6 am to 11 pm, and that will be effective December 1, 2025 and to include electric scooters with exceptions. Alderman Chris Cody made the second with 4 in favor and Alderman Kyle Yeager absent.

**Consider and discuss updating signers on the First State Bank CD NO.**

**10040046:**

Alderman Jason White made a motion to update the signers for the First State Bank CD No. 10040046. Alderman Wade Waltisperger made the second with 4 in favor and Alderman Kyle Yeager absent.

**Consider and discuss aerial mosquito coalition amendment to the interlocal agreement that will reference the updated VDCI contract:**

Mayor Potter explained that we have been doing this for a while now and the cost difference is well worth it to be a part of the coalition rather than doing it on our own. Alderman Chris Cody made a motion to stay with the coalition. Alderman Wade Waltisperger made the second with 4 in favor and Alderman Kyle Yeager absent.

**Consider and discuss upgrading the fire and building codes from International Building Codes 2000 to International Building Codes 2024:**

Russel Moses explained that he had spoken to the Fire Marshal, Fire Chief, and the building inspector. He said there are a few amendments that will need to be made but it needed to be done. Mayor Potter asked Chief Buck if he would like to add anything. Chief Buck said he agreed. Alderman Troy White mentioned that there are some items that can be excluded and be referred back to the previous building code and thought that might be a good thing. He said he is familiar with it and many other cities do this. Alderman Troy White made a motion to adopt the 2024 building and fire codes with exceptions to be determined. Alderman Wade Waltisperger made the second with 4 in favor and Alderman Kyle Yeager absent.

**Consider and discuss variance request for a tiny house to be placed at 1309 7<sup>th</sup> Street for Eric Creel:**

Mayor Potter said after some research Jason had done they determined that adding the tiny house would be well under the limit for the property. Alderman Troy White made a motion to approve the variance. Alderman Jason White made the second with 4 in favor and Alderman Kyle Yeager absent.

**Consider and discuss upgrading the server at city hall:**

Nikki mentioned that there have been a few problems at city hall with the server and had spoken to CTSL. They informed us that the server is out of date and not able to keep with up with some of the upgrades that have come along with the security aspects. Alderman Wade Waltisperger mentioned that there are other options that we can look at instead of a physical server. Alderman Troy White agreed and said that there are some better options out there. He said we need to look at those options and the costs associated with each to better understand what would be best. The item was tabled until more information is gathered.

**Consider Minutes from Previous Meeting:** Alderman Troy White motioned to accept the minutes from the previous meeting, Alderman Jason White made the second with 4 in favor and Alderman Kyle Yeager absent.

**Consider Financial report:** Alderman Chris Cody motioned to accept the financial report, Alderman Troy White made the second, with 4 in favor and Alderman Kyle Yeager absent.

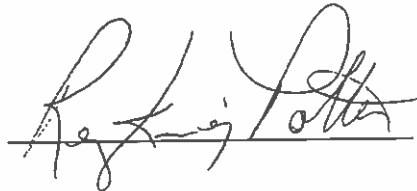
**Consider Bills payable:** Alderman Jason White motioned, Alderman Troy White made the second, with 4 in favor and Alderman Kyle Yeager absent.

Mayor Potter asked if there was any further business. Mr. Pat Frazier thanked the council for their efforts and thanked them for amending the golf cart ordinance and their willingness to make changes that will better serve our community. Open Forum was closed at 7:40 PM.

There being no further business, meeting was adjourned at 7:40 PM.



Nikki Coronado, City Secretary



Roy King Potter, Mayor