

ORDINANCE NO.

AN ORDINANCE ORDERING THE 2026 ELECTION OF OFFICERS TO BE HELD SATURDAY, MAY 2, 2026; REQUIRING CANDIDATES FOR OFFICE TO FILE NAME BY FEBRUARY 13, 2026; APPOINTING PRESIDING OFFICER OF ELECTION; PROVIDING FOR NOTICE OF SAID ELECTION; AND DECLARING AN EMERGENCY AND PROVIDING THAT THIS ORDINANCE SHALL BE EFFECTIVE FROM AND AFTER ITS PASSAGE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHALLOWATER, TEXAS, BY ITS MAYOR AND ALDERMEN:

SECTION 1: IT IS HEREBY ORDERED THAT THE ANNUAL GENERAL ELECTION OF OFFICERS FOR THE CITY OF SHALLOWATER, WHICH IS MAY 2, 2026 BETWEEN THE HOURS OF 7:00 A.M. AND 7:00 P.M., AND THAT AT SAID ELECTION THERE SHALL BE ELECTED ALDERMEN FOR EACH OF THE FOLLOWING POSITIONS: PLACE 1, PLACE 2, AND PLACE 5.

SECTION 2: THE DEADLINE FOR ANY CANDIDATE TO FILE FOR SUCH OFFICE AND TO HAVE HIS/HER NAME ON THE BALLOT SHALL BE FEBRUARY 13, 2026. ANY PERSON DESIRING TO BE A CANDIDATE FOR ANY OFFICE MUST FILE HIS/HER NAME WITH THE CITY SECRETARY. NO PERSON SHALL BE ELIGIBLE FOR THE OFFICE OF MAYOR/ALDERMAN UNLESS THE PERSON IS A QUALIFIED ELECTOR AND HAS RESIDED AT LEAST SIX (6) MONTHS WITHIN THE LIMITS OF THE CITY OF SHALLOWATER IMMEDIATELY PRECEDING THE ELECTION. ELECTION RETURNS SHALL BE DULY MADE BY SAID ELECTION OFFICIALS TO THE CITY COUNCIL.

SECTION 3: THAT THE CITY OF SHALLOWATER ELECTION SHALL BE HELD JOINTLY WITH ALL THE CITIES AND SCHOOLS INSIDE LUBBOCK COUNTY WHO MAY NEED A MAY 2, 2026 ELECTION.

SECTION 4: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPOINTS ROXZINE STINSON, IN HER CAPACITY AS ELECTIONS ADMINISTRATOR AS THE JOINT ELECTIONS OFFICER.

SECTION 5: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPOINTS ROXZINE STINSON, IN HER CAPACITY AS ELECTIONS ADMINISTRATOR AS THE JOINT EARLY VOTING CLERK.

SECTION 6: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPOINTS THE ELECTIONS OFFICE AT 1308 CRICKETS A VENUE AS THE MAIN EARLY VOTING PLACE.

SECTION 7: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPROVES EXHIBIT A OF THE JOINT EARLY VOTING SCHEDULE.

SECTION 8: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPROVES EXHIBIT B OF THE ELECTION DAY VOTE CENTERS.

SECTION 9: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPOINTS THE EARLY VOTING BALLOT BOARD JUDGE AND ALTERNATE JUDGE THAT THE ELECTIONS OFFICE DETERMINES.

SECTION 10: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY CALLS FOR A SIGNATURE VERIFICATION COMMITTEE.

SECTION 11: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPOINTS THE SIGNATURE VERIFICATION COMMITTEE JUDGE AND ALTERNATE JUDGE THAT THE ELECTION OFFICE DETERMINES.

SECTION 12: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPOINTS CENTRAL COUNT STATION PERSONNEL:

- a.) ROXZINE STINSON, ELECTIONS ADMINISTRATOR AS CENTRAL COUNT MANAGER;
- b.) KRISTEN PHELPS AS TABULATION SUPERVISOR;
- c.) THE CENTRAL COUNT PRESIDING JUDGE THAT THE ELECTIONS OFFICE DETERMINES.

SECTION 13: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPOINTS THE BILINGUAL ELECTION CLERKS THAT THE ELECTIONS OFFICE DETERMINES.

SECTION 14: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY APPOINTS THE SUPERVISOR AND ROVER FOR EACH VOTE CENTER FOR ELECTION DAY AS PRESENTED BY THE LUBBOCK COUNTY ELECTIONS OFFICE.

SECTION 15: THAT THE CITY COUNCIL OF THE CITY OF SHALLOWATER HEREBY AUTHORIZES MAYOR, ROYKING POTTER, TO SIGN THE ORDER AND THE NOTICE OF THE 2026 GENERAL ELECTION IN PLACE OF EACH ALDERMAN'S SIGNATURE.

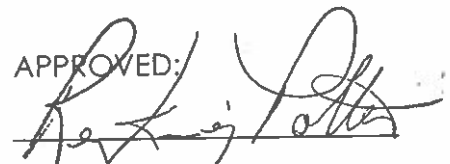
SECTION 16: THIS ORDINANCE SHALL REPLACE ORDINANCE 02.06.2025 PASSED ON FEBRUARY 6, 2025.

SECTION 17: WHEREAS THE NECESSITY OF GIVING THIRTY (30) DAYS NOTICE OF SAID ELECTION REQUIRES THE IMMEDIATE PASSAGE OF THIS ORDINANCE AN EMERGENCY IS DECLARED AND THE SAME SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE.

PASSED AND APPROVED THIS January 20, 2026

TEST
Coronado

NIKKI CORONADO
INTERIM CITY SECRETARY

APPROVED: 
ROYKING POTTER
MAYOR