

*Minutes of the Shamrock City Council Regular Meeting  
Monday, December 15, 2025, at 6:00 p.m.  
In the City Hall  
305 N Main St,  
Shamrock, Texas 79079*

Mayor Lynn Ramsey

Troy Potts

Armando Escalante

Mayor Pro-Tem Russell Killingsworth

April Lilly

Mickey Mitchell

Jeanne Crossland

Brandon Arnold

**Item 01**

**Call to Order:** Mayor Ramsey called to order at 6pm

**A. Invocation:** City Manager Potts

**B. Pledge of Allegiance:** All in attendance

**C. Roll Call:** Secretary Lilly

**D. Determination of Quorum:** Mayor Ramsey made the determination of Quorum with 5 Council Members present

**Item 02**

**Forum for Public Comment:**

**At this time, the council welcomes input from the community. Any person with business before the council not scheduled on the agenda may address the council. No formal action or questions can be taken on these items at the meeting per Texas Opening Meetings Act. A time limit of three (3) minutes will be allowed by the council.**

Citizen Armando Escalante signed up to speak, and Mayor Ramsey called him to speak before the council.

Escalante shared his views stating concerns about city projects and shared his views.

**Item 03**

**Consent Agenda:**

**A. Approve Minutes**

**B. Financial Matters: Approval of the Statement of Revenues & Expenditures and Accounts Payable Check Register,**

**C. Budget Adjustments/Amendments**

Motion to Approve the Consent Agenda as it was presented by Council Member Baker and 2<sup>nd</sup> by Council Member Mitchell, 5-0

**Item 04**

**Discuss and Act on Resolution 121525 approving participation in the Panhandle Region Mutual Aid Agreement**

City Manager Potts stated that this is for the City of Shamrock to be a part of the PRPC Mutual Aid Response during times of emergencies, this would allow them to contact other cities to help in these situations on our behalf and contact us for aid for other cities.

Motion to Approve Resolution 121525 approving participation in the Panhandle Region Mutual Aid Agreement as it was presented by Council Member Baker and 2<sup>nd</sup> by Council Member Crossland, 5-0

**Item 05**

**Discuss and Act on Resolution 121525-1 regarding TCEQ Financial Assurance requirements**

Motion to Approve Resolution 121525-1 regarding TCEQ Financial Assurance requirements as it was presented by Council Member Mitchell and 2<sup>nd</sup> by Council Member Killingsworth, 5-0

**Item 06**                    **Discussion regarding Monthly Activities Report from Wheeler County Sheriff's Office**

Discussion

**Item 07**                    **Discussion regarding proposed changes to existing Ordinance 04-13**

Discussion

**Item 08**                    **Discuss and Act on proposed City Hall Christmas Holiday Operating Schedule**

City Manager Potts stated that the personnel manual has the city closed for Christmas Eve and Christmas day, this year these days fall on Wednesday and Thursday, the employees asked that if they could switch the Friday scheduled day from 8am-12pm to allow them to work Wednesday Christmas Eve those hours and city be closed on Friday 26<sup>th</sup>.

Motion to Approve proposed City Hall Christmas Holiday Operating Schedule as it was presented by Council Member Crossland and 2<sup>nd</sup> by Council Member Killingsworth, 5-0

**Item 09**                    **Airport:**

- A. **Report from Committee** – Secretary Lilly stated to the Council that there were 4 aviation fuel sales for a total of \$470.17, which about one stop a week. Then City Manager Potts stated that a while back the Airport runway lights quit operating and that the city had ordered a custom part to get them back up. He stated that he had received a call from Ray's Electric regarding the order of transformer part was almost complete and that Ray said that he was waiting for the call to get the part to come install it and would be letting us know.

**Item 10**                    **Library:**

- A. **Report from Committee** – City Manager Potts stated that the Library Publicity continues. The Little Bookworm Program has had continued interest with 40 in attendance on Wednesday morning. Shamrock JR High is still taking classes out there once a month to check out books. The outside painting is complete to match the new metal. The green letters look good. The city employees moved all the shelves back into the new addition, opening the front of the library. The carpet looks overall well; the Library Board is planning on hiring a professional floor cleaning company to clean it. The board is also planning on buying new furniture sometime early in spring of 2026. They have also purchased a plaque similar to the other plaques the city has to commemorate the addition. The library has classes schedule to visit during this week before school breaks out for Christmas vacation.

**Item 11**                    **HOT:**

- A. **Report from Director** - No Requests

**Item 12**                    **Chamber:**

- A. **Report from Director**- No Report due to unexpected circumstances.

**Item 13**                    **EDC:**

- A. **Report from Director**- No Report due to unexpected circumstances.

**Item 14**

**City Manager Report**

**A. Project Updates** - City Manager Potts stated that the CDBG Water Line Project is complete and we are waiting for them to issue the final payment. Ground Storage Tanks Project contractors brought the remainder of the spare parts that they are required to provide under contract terms such as spare pumps for the storage building. He said that he checked back on that the contractor was 59 days beyond the scheduled date of the terms and will be moving forward with a liquidated damages letter. The neon lighting at the U Drop that has been an area that we've been working on to replace, Triple AAA out of Amarillo that was paid to replace the lights has let us know that the white covering is no longer made, only covers are in neon. Therefore, they are having to give us a new quote that does contain the credit of \$5,393 that was paid to remove all the white that is there to replace and install with green.

**B. General Information** - City Manager Potts stated that the dates for applications to be placed on the ballot for the General Election in May 2026 have been posted as of December 12<sup>th</sup> for the dates of January 14<sup>th</sup> through February 13<sup>th</sup>. There are 3 seats that need to be applied for which are the mayor and two council seats.

**Item 15**

**Adjourn**

Motion to Adjourn at 7:07pm by Council Member Mitchell and, 2<sup>nd</sup> Council Member Arnold, 5-0

Signed on the 1-20-2024

  
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Mayor

**ATTEST**

  
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