



Town of Poetry, Texas

Agenda

Budget Public Hearing, Workshop & Regular Town Council Meeting

Thursday, August 20, 2026

Poetry Town Hall

5671 County Road 323, Poetry TX 75160

5:30 pm



A. Call to Order

Roll Call for Quorum

Pledge of Allegiance

Invocation

Persons wishing to speak on any posted Hearing, Workshop or Regular Agenda item may do so when the individual item is opened for consideration by the Council. Speakers will be limited to (3) minutes. If a translator is needed, the speaker may be given up to (4) minutes. Sign up is required in advance either in-person prior to the start of the meeting or by emailing your request/comments to speak@poetrytexas.org at least 24 hours prior to the start of the meeting.

B. Budget Public Hearing *(estimate 1 hr – public comments welcome)*

1. Review and take action on proposed budget for Fiscal Year 2026-2027. (Mayor)

We will present our proposed budget for FY 2026-2027 and consider its adoption by vote of the Council.

C. Workshop Agenda (item sponsor) *(citizen comments welcome)*

1. Review of Citizen Zoning Advisory Committee progress on their list of recommendations for future updates to Town of Poetry Zoning Ordinance. (Bryant)
Our Citizen Zoning Advisory Committee consisting of 2 Council members and 3 Citizens has met six times since March. Councilman Bryant who heads up the committee will update us on their progress. As a reminder this committee is putting together recommendations only, to be considered by Council at some point in the future. The process to actually adopt changes to our Zoning ordinance are nearly identical to its original implementation, including public notice and hearings.

D. Items of Community Interest

Pursuant to Section 551.0415 of the Texas Government Code, the Town Council may report on the following items: 1) expression of thanks, congratulations, or condolences; 2) information about holiday schedules; 3) recognition of individuals; 4) reminders upcoming Town Council events; 5) about community events, and 6) announcements involving an imminent threat to public health and safety.

1. Thank you to the citizens who participated in our recent Citizen Survey.
2. Thank you to Poetry Community Christian School for hosting our recent Town Hall meeting.

3. Thank you to Councilman Anderson for helping with several handyman tasks at Town Hall.
4. Thank you to Kaufman and Hunt Counties for their continued support of our road repairs through our interlocal agreements.
5. Thank you to TX DOT for resurfacing FM 986 & FM 1565.
6. Kaufman County Gold Star Families Memorial Dedication Ceremony – Sunday Sept. 27, 2026 @ 2pm, Kaufman County Veterans Memorial Park

E. Reports

1. Financial
 - a. P&L Budget vs Actual – July 2026
 - b. Account Quick Reports 6011, 6012, 6111, 6112 – July 2026
 - c. Bank Reconciliation Summary & Detail – July 2026
 - d. Bank Reconciliation Petty Cash – July 2026
 - e. Sales & Use Tax Report – July 2026
 - f. Hunt & Kaufman County Roads Escrow Reports – July 2026
2. Roads Maintenance Expenditures Report – July 2026
3. Road and Traffic Updates
4. Mayor & Councilmember Activity Updates

F. Consent Agenda

Items on the Consent Agenda are considered routine, not likely to require discussion or deliberation and may be approved in a single motion. If discussion is desired, items may be removed from the Consent Agenda for individual discussion by any Councilmember prior to the motion and vote.

1. Approve Minutes – July 16, 2026 Executive Session, Zoning Board of Adjustment Hearing, Workshop & Regular Meeting
2. Approve Minutes – July 28, 2026 Town Hall Meeting
3. Approve Nichols Jackson legal bill 7/31/26 - \$537.50
4. Approve signing final replat Hidden Oaks lots 34 & 35 discussed in July 2026 mtg.

G. Regular Agenda (item sponsor)

1. Discuss and take action as needed on a project to begin installing already purchased Town of Poetry street signs along with purchasing additional ones that were left out. (Mayor)
In May of 2025 we purchased customized Town of Poetry streets signs for nearly every road in our town. While we are waiting for our TXDOT approved project to upgrade our signs including posts in Hunt County I'd like to begin rolling out some of the signs we already have. Additionally, a number of roads were left off that order and need to be purchased.
2. Discuss and take action as needed on obtaining an Americans with Disabilities Act (ADA) inspection and certification for Poetry Town Hall. (Bryant)
Town Hall has never been inspected and certified as being ADA compliant. This discussion will be to consider having this done to avoid possible future issues.
3. Discuss and take action as needed on a Resolution to update our Master Fee Schedule Exhibit "A" cost schedule. (Mayor)

We discussed the original ordinance and fee schedule at the July meeting. This resolution captures the input received and updates the Exhibit "A" fee schedule to the new values.

4. Discuss and take action as needed on adding \$10,000 to Hunt County roads escrow. (Mayor)

Recently we've completed 2 pavement level up projects with Hunt County's help on CR 2432 and CR 2434. They have improved the driveability of the roads considerably. Next up is a town wide pothole run and additional level up work to be identified. We're taking advantage of the warm dry weather to get ahead of our road issues.

5. Discuss and take action as needed on Preliminary findings of the Citizen Survey (Mayor)

Our citizen survey ended midnight August 12. This will be a presentation and discussion of the preliminary findings of that survey.

6. Discuss and take action as needed on Hayter Engineering Professional Services Agreement (PSA) to create a Schedule of Procedures (SOP) to be used to solicit bids from professional surveyors to create a survey of the Town of Poetry if Council chooses to go that direction in the future.

This is a minor update to the earlier version of the PSA that adds up to 2 rounds of review and comment.

7. Discuss and take action as needed on updating Ordinance 2024-04-01 Ad Valorum [sic] Restrictions Ordinance. (Mayor)

We discussed this ordinance in the June 2026 meeting and although it was pointed out that the ordinance doesn't stop a future council from implementing an ad valorem tax under state law, some in the discussion felt it made an important statement. This discussion will be to consider a rewrite of that ordinance by our attorney as an updated alternative.

H. General Public Comments

Comments are limited to three (3) minutes. If a translator is needed, the speaker may be given up to four (4) minutes. Sign up is required in advance either in-person prior to the start of the meeting or by emailing your comments to speak@poetrytexas.org at least 24 hours prior to the start of the meeting. The Texas Open Meetings Act restricts council members from discussing items not posted on the agenda. Action or responses to your remarks by council members (if not a posted agenda item) are limited to either a statement of fact or recitation of an existing policy or a proposal to place the subject on the agenda for a future meeting.

I. Adjournment

Note: The Town Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including Sec. 551.071 (private consultation with the attorney for the Town); Sec. 551.072 (purchase, exchange, lease, or value of real property); Sec. 551.074 (personnel or to hear complaints against personnel); Sec. 551.076 (deployment, or specific occasions for implementation of security personnel or devices); and Sec. 551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

Note: Disabled persons requiring special assistance are requested to notify the Town of Poetry 24

hours in advance of the meeting by calling the Mayor at 214-704-1593.

I certify that the above Notice of the Meeting and Agenda was posted at 5671 CR 323 Poetry, Texas on Thursday, August 13, 2026 by 5:30 pm and online at poetrytexas.org.

A handwritten signature in black ink, appearing to read 'Mike Jaffe', written over a horizontal line.

Mike Jaffe, Mayor