



Town of Poetry, Texas

Agenda

Regular Town Council Meeting

Thursday, September 17, 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. 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 Mayor Jaffe for repairing the Town Hall air conditioner.
2. Kaufman County Gold Star Families Memorial Dedication Ceremony – Sunday Sept. 27, 2026 @ 2pm, Kaufman County Veterans Memorial Park – link on Town's website for more info.

C. Reports

1. Financial
 - a. P&L Budget vs Actual – Aug 2026
 - b. Account Quick Reports 6011, 6012, 6111, 6112 – Aug 2026
 - c. Bank Reconciliation Summary & Detail – Aug 2026
 - d. Bank Reconciliation Petty Cash – Aug 2026
 - e. Sales & Use Tax Report – Aug 2026
 - f. Hunt & Kaufman County Roads Escrow Reports – Aug 2026
2. Roads Maintenance Expenditures Report – Aug 2026
3. Road and Traffic Updates
4. Bishop Field Municipal Utility District (MUD) Check-in Update
5. Mayor & Councilmember Activity Updates

D. 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 – August 11, 2026 Special Town Council Meeting
2. Approve Minutes – August 20, 2026 Budget Public Hearing, Workshop & Regular Town Council Meeting
3. Approve Nichols Jackson legal bill 8/31/26 - \$603.75
4. Approve annual renewal of Terrell Chamber of Commerce membership \$300.00
5. Ratify Kaufman County Elections Invoice & Payment (due 9/8/26) \$3,025.00

E. Regular Agenda (item sponsor)

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

At our August regular meeting Council voted to repeal the Ad Valorum [sic] Restrictions Ordinance based on its going against state law, able to be easily repealed by any sitting Council, and believing it to be unnecessary as state law already imposes strict rules around the adoption of property tax rates. The ordinance proposed here is a more official way of repealing the ordinance.

2. Discuss and take action as needed on correcting the Zoning Map - Exhibit B version attached to Ordinance 2024-03-01. (Mayor)

We recently discovered that there are different versions of our zoning map with different creation dates posted on our Town website and attached to the executed ordinance. None of them are the version of the map that was approved on 3/21/24 when the ordinance was passed by Council. We need to correct this discrepancy.

3. Discuss and take action as needed on correcting the Zoning Map – Exhibit B to correctly depict only those areas inside the Town limits as being subject to our zoning ordinance. (Mayor)

Independent of the version of the zoning map discussed above, all of them are drawn in such a way as to imply our zoning ordinance applies to areas outside the Town's limits, which is incorrect. An updated map and an ordinance will be required to correct this.

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

We have \$6,649.60 in our Hunt County escrow account. We have a Town wide pothole and edge repair project committed that will cost approximately \$2,500 (waiting on a quote). Following that, we will be putting together projects to level up (add a top layer of hot mix asphalt) to sections of CR 2400 and CR 2458 that are deteriorating and in urgent need of repair. This money will not cover the entire cost of these two projects (estimated to cost approximately \$15,000 each) but will allow us to keep making progress.

5. Discuss and take action as needed on the future of our current zoning ordinance. (Mayor)

We have been discussing our current zoning ordinance and the difficulties we've encountered trying to apply it for over a year now. Town boundaries that don't include entire parcels for most affected properties add greatly to our challenge. Our Citizen Zoning Advisory Committee has been working for 6 months to come up with suggestions to correct the deficiencies in the ordinance. This will be a conversation and vote to decide whether we continue the path of trying to come up with possible fixes or start the process to repeal the ordinance. The repeal process is regulated and governed by state law and will take time to complete if that direction is chosen

6. Discuss and take action as needed on updated 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. (Bryant)

This updated proposal sets to cost of the effort not to exceed \$2,000.

7. Discuss and take action as needed on renewing our Kaufman County Interlocal Agreement (ILA) regarding subdivision platting within the Town of Poetry's Extra-Territorial Jurisdiction (ETJ). (Mayor)

Our current agreement with Kaufman County granting them jurisdiction over subdivision platting in our ETJ is expiring. We have two options to choose from, either Kaufman County or the Town of Poetry will be responsible for subdivision platting. The signed agreement is due to them by October 1, 2026.

8. Discuss and take action as needed on proposal to complete Texas Department of Licensing and Regulation (TDLR) American with Disabilities Act (ADA) certification for Town Hall. (Bryant)

We discussed this at our August 2026 meeting and now have a quote to complete this process.

F. 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.

G. 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, September 10, 2026, by 5:30 pm and online at poetrytexas.org.



Mike Jaffe, Mayor