



Agenda

Workshop & Regular Town Council Meeting

Thursday August 21, 2025

Poetry Community Christian School

18688 FM 986, 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 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. Workshop Agenda (approx. 1 hr. – no public comments)

1. 2025-2026 Budget Preparation Discussion (Hibbs/Kendrick)

C. 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 Kaufman County Precinct #3 road crew
2. Thank you to Kaufman County Precinct #3 Constable
3. Thank you to Kaufman County Sheriff Bryan Beavers
4. Thank you to Citizen Becky Carter for watering at Town Hall
5. Thank you to David Emard for helping with Sound and Video.
6. Thank you to Scott, Lora and Zoe Lehw for helping with meeting setup.
7. Thank you to PCCS for hosting us.

D. Reports

1. Financial
 - a. P&L Budget vs Actual Jul 2025
 - b. Account Quick Report Jul 2025
 - c. Bank Reconciliation Summary Jul 2025
 - d. Bank Reconciliation Detail Jul 2025
 - e. Sales & Use Tax Report Jul 2025
2. Roads & Traffic update

3. Mayor and Councilmember Activity Updates

E. Consent Agenda

All items under Consent Agenda are considered to be routine by the Council and will be approved by a single motion. If discussion is desired on an item, it will be removed from the Consent Agenda and will be considered separately as part of the Regular Agenda.

1. (Re-) Approve Minutes from June 19, 2025 Regular Meeting (failed to take vote on motion)
2. Approve Minutes from July 17, 2025 Workshop & Regular Meeting
3. Approve Minutes from July 29, 2025 Special Meeting

F. Regular Agenda (item sponsor)

1. Discuss and take action as necessary on Town of Poetry joining the Terrell Chamber of Commerce. (Mayor)
2. *At the June 19, 2025 meeting, citizen Chad McFarlane presented a \$300 check to cover the cost of a one-year membership to the Terrell Chamber of Commerce. I believe being a member will benefit Poetry by better connecting us to the private and government leaders in Terrell.*
3. Discuss and take action as necessary on the Town of Poetry joining the North Central Texas Council of Governments (NCTCOG) and associated Resolution. (Kendrick)
The Town of Poetry is not currently a member of this organization. From the NCTCOG strategic plan “Its primary purposes are to perform long-range, comprehensive plans for matters that transcend jurisdictional boundaries, promote the sound development of the 16-county region and facilitate cooperation and coordination among its member governments.”
4. Discuss and take action as necessary on updating the Resolution (2021-08-01R) Establishing the National Incident Management System (NIMS) as the Standard for Incident Management in Poetry and Designating the “Mayor” as the Contact (LPOC). (Mayor)
This Resolution was passed in August 2021 and designated the former mayor by name as the Contact. This update changes that designation to simply “Mayor” eliminating the need to update the resolution every time a new mayor is elected.
5. Discuss and take action as necessary on a Standards of Conduct Ordinance w/Exhibits. (Anderson)
This Ordinance spells out how the Town of Poetry expects the Members of Town Council, Employees, Volunteers and Contractors to conduct themselves as representatives of our town.
6. Discuss and take action as necessary on status and next steps for Planning & Zoning. (Bryant)
This is one of many discussions we will have regarding fully implementing P&Z in the Town of Poetry.

G. 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 request/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.

H. 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 14th, 2025 by 6:30 pm and online at poetrytexas.org.

Mike Jaffe, Mayor