



# Town of Poetry, Texas

## Minutes

### Executive Session & Regular Town Council Meeting

Thursday, April 16, 2026

Poetry Town Hall

5671 County Road 323, Poetry Texas 75160

5:30pm



**STATE OF TEXAS**

**COUNTIES OF KAUFMAN AND HUNT**

**TOWN OF POETRY, TEXAS**

**BE IT REMEMBERED THAT ON THIS DAY OF THE 16<sup>TH</sup>** of April 2026 at 5:30pm, the Town Council of Poetry, Texas, held an Executive Session and Regular Town Council Meeting at Poetry Town Hall, 5671 County Road 323, Poetry, Texas 75160.

#### **A. Call to Order**

Mayor Mike Jaffe called the public meeting to order at 5:30pm. Roll call was taken by Deputy Secretary Lora Lehew. Present were: Mayor Mike Jaffe, Mayor Pro Tem Terry Fowler (via video conferencing), Council Members: Tom Anderson, Dale Bryant, Tracie Hibbs, and Doug Kendrick. No Council Members were absent. The Deputy Secretary announced a quorum was present.

Pledge of Allegiance: Councilmember Kendrick

Invocation: Councilmember Kendrick

#### **B. Executive Session**

The Town Council convened in Executive Session pursuant to Texas Government Code Section 551.076 (Security Devices, Personnel & Audits) and Section 551.089 (Information Technology & Network Security) to discuss a legal opinion and possible actions regarding the recent IT forensic audit of the Town computing environment.

The Council convened into Executive Session at 5:35pm.

The Executive Session concluded at 6:10pm.

No vote was taken during the Executive Session.

The Council reconvened and began the Regular Council Meeting at 6:13pm.

#### **C. Items of Community Interest – 6:13pm**

*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. Mayor Jaffed announced that there is a Primary Run-off and Election Day is May 26, 2026. Early voting is May 18-22. There are various polling locations in Hunt and Kaufman Counties based on where you live, so check with your county elections office for polling locations and for information on the races.
2. Mayor Jaffe reported that the first ever Easter Egg Hunt was held. The Town and Faith Temple Baptist Church worked together, and the event was a hit.
3. The Mayor announced that we are still accepting donations for the Town of Poetry Annual Agricultural Student Scholarship 2026. Please reach out if you want to donate.
4. Mayor Jaffe reported that the TCEQ water discharge permit hearing for Bishop Field development took place at Royse City High School and that several people from the Town of Poetry spoke at the meeting.
5. Mayor Jaffe thanked both Hunt and Kaufman Counties for their continued support of our road's maintenance. Mayor Jaffe received a copy of a resolution and a petition from Hunt County Commissioner Monroe regarding the building of data centers throughout the state. There are current plans for three (3) data centers in Hunt County. Mayor Jaffe will be placing a copy of the resolution and the petition on the door at Town Hall if anyone would like to sign the petition in favor of having guidelines and restrictions on the data centers.

#### **D. Reports – 6:21pm**

1. Financial Reports
  - a. P&L Budget vs Actual - Mar 2026
  - b. Account Quick Reports 6011, 6012, 6111, 6112 – Mar 2026
  - c. Bank Reconciliation Summary & Detail – Mar 2026
  - d. Bank Reconciliation Petty Cash – Mar 2026
  - e. Sales & Use Tax Report – Mar 2026
  - f. Hunt & Kaufman County Roads Escrow Reports – Mar 2026. Mayor Jaffe issued a correction to this item. He previously reported the amount was \$1,800 and corrected it to \$18,483. The error was unintentional due to numbers on two different reports not being combined and added together to acquire the correct total amount. The Mayor will be proposing to Councilmembers Fowler and Anderson to do some leveling up roadwork on our roads soon that will be utilizing these funds.
2. The Mayor provided an update on roads, rumble strips, and traffic.
3. Mayor Jaffe reported that everything is updated, cleaned up, and correct for the Federal System for Award Management (SAM) Registration.
4. Mayor and Councilmember Activity Updates
  - Councilmember Anderson provided information regarding the SAM system and the TCEQ meeting.
  - Councilmember Kendrick provided information regarding TCEQ meeting.
  - Councilmember Bryant reported on the Citizen Zoning meetings and the signage project. He reported that the next Citizen Zoning meeting will be May 7<sup>th</sup>.

## E. Consent Agenda – 6:30pm

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. Approved Minutes – March 18, 2026 Special Meeting
2. Approved Minutes – March 19, 2026 Public Hearing & Regular Meeting
3. Approved Minutes – March 30, 2026 Special Meeting
4. Approved TML Membership invoice - \$853.00
5. Approved TrackerSoft IT Audit invoice - Mayor Jaffe corrected the amount of this invoice from \$743.75 to \$531.25 based on the incorrect billing rate TrackerSoft indicated on the invoice. Councilmember Hibbs caught the error and the invoice was corrected to the lower negotiated amount.
6. Approved Nichols Jackson legal invoice - \$376.25

Motion made by Councilmember Anderson to approve all items on the Consent Agenda.  
Motion seconded by: Councilmember Hibbs  
All in Favor: Anderson, Bryant, Fowler, Hibbs, Kendrick  
All Opposed: none  
Abstain: none  
Result: Passed 5-0

## F. Regular Agenda – 6:32pm

1. Mayor Jaffe indicated that discussions were held in the Executive Session regarding the results of the IT audit and the possibility of investigating or further looking into some items as a result of the audit. **No vote was taken during the Executive Session.**

Citizens Speaking on this topic:

- Shelley Smith, Poetry

Motion made by Councilmember Anderson to authorize the Mayor to proceed with further actions to investigate this.

Motion seconded by: None

All in Favor: n/a

All Opposed: n/a

Abstain: n/a

Result: n/a

The motion died due to lack of a second. The Mayor indicated that he would pursue this matter without the motion because he and the Council feel like it is not required.

2. Mayor Jaffe led a discussion and provided a recap on the Texas Department of Agriculture Community Development Grant project and related required surveys. He also discussed

the process and specifics of how to do the survey. The deadline to have the surveys completed is April 30, 2026. After consulting with Councilmember Anderson and Councilmember Kendrick, Mayor Jaffe will type up the rules for conducting the survey and talking points for when Councilmembers interact with the citizens, and he will distribute those documents to the Council. The Mayor indicated that the project map and the list of the road options being considered will be placed on the Town's website. It was decided that Councilmembers Bryant and Hibbs will conduct the surveys for "Option 1" on the project list. **No vote was taken.**

Citizens Speaking on this topic:

- None

3. The Mayor discussed and took action to fulfil a requirement of our Texas Department of Agriculture (TDA) grant to provide a list of authorized signatories for different components and stages of the grant awarded to the Town. All approvals will require two signatories which is why multiple Town officials are listed in the Resolution.

Citizens Speaking on this topic:

- None

Motion made by: Councilmember Kendrick to approve the Resolution.

Motion seconded by: Councilmember Anderson

All in Favor: Anderson, Bryant, Fowler, Hibbs, Kendrick

All Opposed: none

Abstain: none

Result: Passed 5-0

4. The Mayor and Council discussed conducting a survey of Town residents regarding long range planning. Discussion was had about how to conduct the survey and who to include in the survey. The Mayor asked for input from Deputy Secretary Lora Lehew regarding potential methods of conducting the survey, and asked her to produce a mock-up of a survey to be presented before the next meeting. Further discussion was had regarding potential questions and topics for the survey. It was discussed to possibly have this topic deliberated in a Workshop format at the May meeting. **No vote was taken.**

Citizens Speaking on this topic:

- Shelley Smith, Poetry

5. The Mayor and Council discussed and took action on the Town of Poetry Outdoor and Open Burning Ordinance. This draft of the Ordinance contains some edits from a prior meeting with contributions from our Town attorney. The Mayor provided detailed information and specifics regarding the Ordinance, its compliance with TCEQ rules, and why the Ordinance was presented to Council. Discussion among the Council and Mayor

also included issues regarding enforcement, compliance, fines, responding fire departments, and responsibilities of the Town.

Citizens Speaking on this topic:

- David Emard, Poetry

Motion made by Councilmember Anderson to approve the Ordinance as presented to the Council.

Motion seconded by: Councilmember Kendrick

All in Favor: Anderson, Fowler, Kendrick

All Opposed: Bryant, Hibbs

Abstain: none

Result: Passed 3-2

The Council recessed for a break at 7:50pm.

The Council reconvened at 7:54pm.

6. The Mayor and Council discussed the information that has been gathered to determine whether Four Post Lane, Gate Lane, and Corral Lane are private or public roadways. This determination matters because by law the Town cannot spend Town money on private property (private roads) maintenance. It was determined that these roads are public roads and are the responsibility of the Town of Poetry. **No vote was taken.**

Citizens Speaking on this topic:

- None

7. The Mayor and Council discussed the Town of Poetry's ordinance enforcement or lack thereof. They also discussed various enforcement mechanisms that would be needed, such as enforcement officers and a court and judge to hear cases. **No vote was taken.**

Citizens Speaking on this topic:

- None

## 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 comments to [speak@poetrytexas.org](mailto: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.*

Citizens Speaking on General Public Comments:

- Scott Lehew, Poetry

## H. Adjournment

The Town Council meeting adjourned at 8:20pm.

*I certify that the minutes of April 16, 2026 were voted and approved by the Council of the Town of Poetry on this 21<sup>st</sup> day of May, 2026.*



Mike Jaffe, Mayor  
Town of Poetry, Texas

ATTEST:



Lora Lehew, Deputy Secretary  
Town of Poetry, Texas

