



Agenda

Workshop & Regular Town Council Meeting

Thursday July 17, 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

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 the volunteer road crew for helping pothole CR249 and CR2458 on July 3. CM Fowler, Josh Knight, Debbie Emard, Trevor Kroeger, Jimmy and DJ Johnson, David Potts, CM Kendrick, JT West, Mike Griffin, CM Bryant, Kenny Hibbs, and Sue Jaffe
2. Thank you to Hunt County Precinct 2 road crew
3. Thank you to David Emard for helping with Sound and Video.
4. Thank you to Scott, Lora and Zoe Lehew for helping with meeting setup.
5. Thank you to PCCS for hosting us.

D. Reports

1. Financial
 - a. P&L Budget vs Actual Jun '25
 - b. Bank Reconciliation Summary Jun '25
 - c. Bank Reconciliation Detail Jun '25
 - d. Sales & Use Tax Report Jun '25

2. Roads update

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. Approve Minutes from June 19, 2025 Executive Session & Regular Meeting
2. Approve Nichols Jackson 6/30/25 legal bill (\$430.00 lawsuit, \$592.00 other) = \$1,022.00

F. Regular Agenda (item sponsor)

1. Discuss and take action as necessary on Quickbooks upgrade (Mayor)
Our current desktop version of Quickbooks 2021 is out of date. This proposal will move us to Quickbooks "Plus" Online along with their "Core" payroll module. Our auditors have approved using Quickbooks online.
2. Discuss and take action as necessary on next steps for P&Z implementation (Mayor)
Prior Council passed "Zoning Ordinance 2024-03-01" on 3/21/24. We need to begin laying out our P&Z plan including next steps.
3. Discuss and take action as necessary on Code of Conduct/Ethics resolution for Council. (Mayor)
2 ½ years ago Council considered implementing a Code of Ethics resolution that would establish standards for Council, Town Employees and Committee Members. This is a continuation of that effort. We'll look at and consider our draft as well as some from other Texas towns.
4. Discuss and take action as necessary on \$615.33 shortfall in Volunteer Road Crew funding (Mayor)
In reconciling our volunteer road crew funding for this fiscal year we determined that there was an overspend of \$615.33, based on approved funding. In the past, this approval and spending was tracked and documented outside of our accounting system. Going forward it will be integrated into it allowing greater accountability.

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 Friday, July 11, 2025 by 6:30 pm and online at poetrytexas.org.

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

Mike Jaffe, Mayor