



1600 STATE HWY 34 SOUTH  
 TERRELL, TX 75160-0792

(972)524-5330

Fax: (972)563-0700

022038 000000  
 900-98046244-001

\*\*\*\*\*  
 \* LINE ITEM QUOTE \*  
 \*\*\*\*\*

Date: 1/31/2023  
 9:36 AM

CUSTOMER REMITTANCE NUMBER	
ORDER:	222603
Page:	1

EMAIL

CUSTOMER

J S CONST  
 10751 CR 2426 (972)877-0283

SHIP TO

TERRELL, TX 75160

A

Selling Store: 67  
 Salesperson: 22038 DILLON P

Terms: NET 10TH PROX  
 Tax ID #:

Our Order #: 222603  
 P.O. #: POETRY TH REPAI BID: 67110

STORE CODE	ITEM	DESCRIPTION	QTY	U/M	UNIT PRICE	U/M	EXTENDED PRICE	TAX
YARD	010903	2X8-12' #1 GROUND CONTACT TRTD	15	EA	14.420	EA	216.30	T
	0210072	23/32" 4X8 T&G ADVNTC OSB(3/4)	5	EA	43.52	EA	217.60	T
	27010003	SUBFLOOR ADHESIVE 28OZ PL400	2	EA	7.590	EA	15.18	T
YARD	012703	2X4-12' #2/SB KD WSTRN SPECIES	3	EA	5.69	EA	17.07	T
YARD	010206	2X6-12' #2 SOUTHERN PINE	40	EA	6.19	EA	247.60	T
YARD	010312	2X8-16' #2 SOUTHERN PINE	1	EA	10.85	EA	10.85	T
YARD	021003	7/16" 4X8' OSB	15	EA	8.95	EA	134.25	T
YARD	08033048	RHINOROOF U20 SYNTHETIC FELT	1	RL	61.69	RL	61.69	T
	12105700	7/8" PLASTIC CAP NAIL 1LB	5	EA	11.510	EA	57.55	T
YARD	011927	1X6-12' D GRADE #117 SIDING	45	EA	20.270	EA	912.15	T
	12070220	3X.120 RH SM 21DG BRT STRP MET	1	BX	86.390	BX	86.39	T
	12860144	2" FIN ANG 15GA EG ICB	1	BX	53.750	BX	53.75	T

This ESTIMATE is given as a price quote only for the materials listed. It is not intended as a complete material list for your projects.  
 \*- Prices are subject to change without notice. -\*

SIGNATURE: \_\_\_\_\_

Expires: 2/07/2023	Weight: 3616	Sub-total	Tax %	Tax	TOTAL
Ordered by: JON STEELE		2030.38	8.25	167.51	2,197.89

Thank You for shopping at McCoy's



## EXHIBIT F – Election Judges/Alternate Judges

VC#	LOCATION	JUDGE	ALTERNATE JUDGE
3	First Baptist Church, Forney	Rennie Hatcher	TBD
4	Talty Baptist Church	TBD	Emma Glenn
5	Terrell Service Ctr.	TBD	Tracie Sweat
6	Ables Springs Fire Station	TBD	TBD
8	Terrell Sub-Courthouse	Bernice Turner	TBD
9	The Elmo Fire Station	Peggy Lacour	TBD
10	Scurry Rosser ISD Admin Bldg.	Marth Hill	Lorene Worden
13	Mustang Creek Church	Stan Kapp	TBD
15	First Baptist Church, Kemp	Chris Wheeler	Gwen Allen
16	Mabank City Hall	Arron Zeller	TBD
18	Crandall/Combine Community Ctr.	Susan Moore	Lisa Garza
19	First Assembly of God Church	TBD	Glenda "Suzie" Smith
20	Bingo Hall -Terrell	TBD	TBD
21	Abner Baptist Church	TBD	TBD
22	Post Oak Bend Community Center	Larry Vrazlik	TBD
25	Forney Sub Courthouse	Dean Cardoza	Mary Melvin-Hoskins
26	Bethlehem Baptist Church	Sylvia Castillo-Aviles	TBD
27	East Side Church of Christ	Nancy Bartlett	TBD
28	Kaufman County Library	TBD	Sylvia Langston
29	"The Oasis" Heartland Community Center	TBD	TBD
30	Warsaw Community Center	Vickie Hill	TBD



EXHIBIT G – *Ballot Board Members*

*TO BE DETERMINED*





**EXHIBIT A**

**EARLY VOTING DATES AND TIMES FOR THE JOINT ELECTION**  
*(Fechas y Horarios de Votación Adelantada para la Elección Conjunta)*  
**TO BE HELD ON MAY 6, 2023**  
*(que se llevara a cabo 6 de Mayo del 2023)*

<b>April (Abril) 24 - 28</b>	Monday-Friday ( <i>Lunes a Viernes</i> )	8 a.m. to 5 p.m.
<b>April (Abril) 29</b>	Saturday ( <i>Sabado</i> )	8 a.m. to 5 p.m.
<b>April (Abril) 30</b>	Sunday ( <i>Domingo</i> )	12 p.m. to 6 p.m.
<b>May (mayo) 1 - 2</b>	Monday – Tuesday ( <i>Lunes y Martes</i> )	7 a.m. to 7 p.m.

	<b>Location</b> <i>(ubicación)</i>	<b>Room</b> <i>(Cuarto)</i>	<b>Address</b> <i>(dirección)</i>	<b>City</b> <i>(ciudad)</i>	<b>Zip</b> <i>(código postal)</i>
01	<b>KAUFMAN COUNTY LIBRARY**</b> ** Main Location/Ubicación principal	Community Room	3790 S. Houston Street	Kaufman	75142
02	<b>FORNEY SUB COURTHOUSE</b>	Court Room	200 E. Main Street	Forney	75126
03	<b>TERRELL SUB COURTHOUSE</b>	Training Center	408 E. College Street	Terrell	75160
04	<b>KEMP SUB COURTHOUSE</b>	Court Room	103 N. Main Street	Kemp	75143
05	<b>CRANDALL/COMBINE COMMUNITY CENTER</b>	Community Room	500 W. Lewis	Crandall	75114
06	<b>MABANK CITY HALL</b>	Council Chambers	129 E. Market St.	Mabank	75147



## **EXHIBIT B - ELECTION DAY VOTE CENTERS**

**Polls open from 7:00 am to 7:00 pm/ Horario de votación n estar n abiertos de 7:00 am a 7:00 pm**

The below listed Election Day Vote Centers will be established for any qualified voter with an effective date of registration on or before April 6, 2023. A voter may vote at any of the Election Day Vote Centers for the 2023 Joint Election. *Las ubicaciones para centros de voto de días de votación se establecer n para cualquier votante calificado con una fecha efectiva de registro en o antes del 06 de abril de 2023. Un votante puede votar en cualquiera de los centros de votación de día de las elecciones para las Elección n Conjunta de 2023.*

<b>VC#</b>	<b>LOCATION</b>	<b>ROOM</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>ZIP</b>
1	St. Ann Catholic Church	Fellowship Hall	806 N Washington St	Kaufman	75142
2	Ola Church of Christ	Fellowship Hall	9720 State Hwy 243	Kaufman	75142
3	First Baptist Church, Forney	Chapel	1003 FM 741	Forney	75126
4	Talty Baptist Church	Fellowship Hall	5210 N FM 148	Crandall	75114
5	Terrell Service Ctr.	Training Room	400 Industrial Blvd	Terrell	75160
6	Ables Springs Fire Station	Lobby	30000 FM 429 N	Terrell	75161
7	Devonshire HOA	Vestibule	1201 Ravenhill Rd.	Forney	75126
8	Terrell Sub-Courthouse	Training Center	408 E. College St	Terrell	75160
9	The Elmo Fire Station	Lobby	12777 FM 2728	Terrell	75161
10	Scurry Rosser ISD Admin Bldg.	Admin Bldg.	10705 State Hwy 34	Scurry	75158
11	Beacon Hill Baptist	Foyer	594 Hwy 80 West	Forney	75126
13	Mustang Creek Church	Foyer	13851 FM 548	Forney	75126
15	First Baptist Church, Kemp	Great Room	1320 S. Elm	Kemp	75143
16	Mabank City Hall	Council Chambers	129 E Market St	Mabank	75147
17	Pointview Baptist Church	Adult 1	110 HWY 3039	Combine	75159
18	Crandall/Combine Community Ctr.	Community Center	500 W Lewis/FM3039	Crandall	75114
19	First Assembly of God Church	Fellowship Hall	203 Main St	Terrell	75160
20	Bingo Hall -Terrell	Storeroom	14701 Hwy 205	Terrell	75160
21	Abner Baptist Church	Fellowship Hall	6877 FM 2727	Kaufman	75142
22	Post Oak Bend Community Center	Community Ctr	1175 CR 278	Kaufman	75142
25	Forney Sub Courthouse	Court Room	200 E Main St.	Forney	75126
26	Bethlehem Baptist Church	Gym	500 S Frances St.	Terrell	75160
27	East Side Church of Christ	Foyer	627 S. FM 548	Forney	75126
28	Kaufman County Library	Community Rm	3790 S. Houston St.	Kaufman	75142
29	The Oasis	Lobby	3558 Kirby Ln.	Heartland	75126
30	Warsaw Community Center	Lobby	6430 FM 148	Kaufman	75142





### EXHIBIT C - Estimated Cost & Deposit

Political Subdivision	Registered Voters	Share Percentage	Estimated base Cost Per Entity	Exceptional Costs	Estimated ESF Per Entity	Estimated Total	75% DEPOSIT DUE
City of Combine	1,060	0.57%	\$827.44		\$82.74	\$910.18	\$682.64
City of Cottonwood	260	0.14%	\$500.00		\$50.00	\$550.00	\$550.00
City of Crandall	2,485	1.34%	\$1,939.80		\$193.98	\$2,133.78	\$1,600.33
City of Forney	15,040	8.08%	\$11,740.25		\$1,174.03	\$12,914.28	\$9,685.71
City of Kaufman	3,502	1.88%	\$2,733.67		\$273.37	\$3,007.04	\$2,255.28
City of Kemp	705	0.38%	\$550.32		\$55.03	\$605.36	\$550.00
City of Mabank	1,603	0.86%	\$1,251.31		\$125.13	\$1,376.44	\$1,032.33
City of Post Oak Bend	601	0.32%	\$500.00		\$50.00	\$550.00	\$550.00
City of Rosser	239	0.13%	\$500.00		\$50.00	\$550.00	\$550.00
City of Seagoville	11	0.01%	\$500.00		\$50.00	\$550.00	\$550.00
City of Talty	1,733	0.93%	\$1,352.78		\$135.28	\$1,488.06	\$1,116.05
City of Terrell	8,988	4.83%	\$7,016.05		\$701.61	\$7,717.66	\$5,788.24
Town of Poetry	366	0.20%	\$500.00		\$50.00	\$550.00	\$550.00
<hr/>							
Crandall ISD	13,701	7.36%	\$10,695.03		\$1,069.50	\$11,764.53	\$8,823.40
Forney ISD	38,431	20.65%	\$29,999.32		\$2,999.93	\$32,999.25	\$24,749.44
Kaufman ISD	10,644	5.72%	\$8,308.73		\$830.87	\$9,139.60	\$6,854.70
Kemp ISD	4,384	2.36%	\$3,422.16		\$342.22	\$3,764.38	\$2,823.28
Mabank ISD	3,312	1.78%	\$2,585.35		\$258.54	\$2,843.89	\$2,132.92
Rockwall ISD	1,696	0.91%	\$1,323.90		\$132.39	\$1,456.29	\$1,092.22
Scurry-Rosser ISD	3,267	1.76%	\$2,550.23		\$255.02	\$2,805.25	\$2,103.94
Terrell ISD	15,140	8.14%	\$11,818.31		\$1,181.83	\$13,000.15	\$9,750.11
<hr/>							
Able Springs SUD	2,155	1.16%	\$1,682.20		\$168.22	\$1,850.42	\$1,387.81
College Mound SUD	4,675	2.51%	\$3,649.31		\$364.93	\$4,014.25	\$3,010.68
High Point SUD	6,435	3.46%	\$5,023.17		\$502.32	\$5,525.49	\$4,144.12
Kaufman ESD #4	3,630	1.95%	\$2,833.59		\$283.36	\$3,116.94	\$2,337.71
Kaufman ESD #6	23,229	12.48%	\$18,132.60		\$1,813.26	\$19,945.86	\$14,959.40
Kaufman ESD #7	7,877	4.23%	\$6,148.80		\$614.88	\$6,763.68	\$5,072.76
Rose Hill SUD	2,594	1.39%	\$2,024.88		\$202.49	\$2,227.37	\$1,670.53
Talty SUD	5,947	3.20%	\$4,642.24		\$464.22	\$5,106.46	\$3,829.85
<b>Totals</b>	<b>186,097</b>	<b>100.00%</b>	<b>\$147,017.17</b>		<b>\$14,701.72</b>	<b>\$161,718.88</b>	<b>\$122,210.14</b>
<b>Total Registered Voters 186,097</b>							
<b>Total Estimated Cost without ESF \$ 145,217.69 After withdrawals</b>							
<b>*Minimum Charge is \$550.00. Minimum ESF \$50.00</b>							

(Complete Estimated Cost Breakdown enclosed)





## EXHIBIT D - Participating Entities & Ballot Details

Political Subdivision	Election Items
City of Combine	General Election for Mayor and 2 Council Members
City of Cottonwood	General Election for Mayor and 2 City Council Members
City of Crandall	General Election for Mayor and 2 Council Members
City of Forney	General Election for Mayor and Council Places 2, 4 and 6
City of Kaufman	General Election for Mayor, 3 Council Members, and Street Maintenance Sales Tax Proposition
City of Kemp	General Election for Mayor and Council Places 2 and 4
City of Mabank	General Election for Mayor and 2 Council Members
City of Post Oak Bend	General Election for Mayor and 2 City Council Places
City of Rosser	General Election for Mayor and 5 Alderman
City of Seagoville	General Election for Mayor and Council Places 2 and 4
City of Talty	Information Needed
City of Terrell	General Election for City Council Member Districts 3 and 5
Town of Poetry	General Election for Mayor and 5 Council Members
Crandall ISD	General Election Board of Trustee's Places 2, 5, 6 and 7
Forney ISD	General Election Board of Trustee's Places 1 and 2
Kaufman ISD	General Election for 2 Board of Trustee's
Kemp ISD	General Election for Board of Trustee's Places 1 and 2
Mabank ISD	General Election Board of Trustee's Places 4, 5 and Bond
Rockwall ISD	General Election Board of Trustee's Place 6 and 7
Scurry Rosser ISD	General Election for 2 School Board Trustees
Terrell ISD	General Election for Board of Trustee's At Large Positions Places 6, 7 and Single-Member Position Place 5
Able Springs SUD	General Election for 3 Directors
College Mound SUD	General Election for 2 Board of Director Positions
High Point SUD	General Election for Director Positions for Districts 1, 3 and 5
Kaufman ESD #4	General Election for Sales and Use Tax
Kaufman ESD #6	General Election for Collection of Sales Tax
Kaufman ESD #7	General Election of Sales Tax
Rose Hill SUD	General Election for 2 Director Positions
Talty SUD	General Election for 1 Board Member



## EXHIBIT E — *Early Presiding Election Officers and Alternates Presiding Election Officers*

	<b>LOCATION</b>	<b>PRESIDING ELECTION OFFICER</b>	<b>ALTERNATE PRESIDING ELECTION OFFICER</b>
01	<b>KAUFMAN COUNTY LIBRARY**</b> ** Main Location/Ubicación principal	DEBRA HITT	EMMA GLENN
02	<b>FORNEY SUB COURTHOUSE</b>	DEAN CARDOZA	MARY MELVIN-HOSKINS
03	<b>TERRELL SUB COURTHOUSE</b>	BERNICE TURNER	SANDRA UNDERWOOD
04	<b>KEMP SUB COURTHOUSE</b>	RENNIE HATCHER	GWEN ALLEN
05	<b>CRANDALL/COMBINE COMMUNITY CENTER</b>	SUSAN MOORE	LISA GARZA
06	<b>MABANK CITY HALL</b>	TBD	TBD





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 Page: 1

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CUSTOMER

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 10751 CR 2426

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TERRELL, TX 75160

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 Salesperson: 22038 DILLON P

Terms: NET 10TH PROX  
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YARD	012703	2X4-12' #2/SB KD WSTRN SPECIES	3	EA	5.69	EA	17.07	T
YARD	010206	2X6-12' #2 SOUTHERN PINE	40	EA	6.19	EA	247.60	T
YARD	010312	2X8-16' #2 SOUTHERN PINE	1	EA	10.85	EA	10.85	T
YARD	021003	7/16" 4X8' OSB	15	EA	8.95	EA	134.25	T
YARD	08033048	RHINOROOF U20 SYNTHETIC FELT	1	RL	61.69	RL	61.69	T
	12105700	7/8" PLASTIC CAP NAIL 1LB	5	EA	11.510	EA	57.55	T
YARD	011927	1X6-12' D GRADE #117 SIDING	45	EA	20.270	EA	912.15	T
	12070220	3X.120 RH SM 21DG BRT STRP MET	1	BX	86.390	BX	86.39	T
	12860144	2" FIN ANG 15GA EG ICB	1	BX	53.750	BX	53.75	T

This ESTIMATE is given as a price quote only for the materials listed. It is not intended as a complete material list for your projects.  
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SIGNATURE: \_\_\_\_\_

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Ordered by: JON STEELE		2030.38	8.25	167.51	2,197.89

Thank You for shopping at McCoy's

**Nichols, Jackson, Dillard, Hager & Smith L.L.P.**  
 500 N Akard St.  
 Suite 1800  
 Dallas, TX 75201 USA  
 214-965-9900      Tax ID: 75-0861592

**TOWN OF POETRY**  
**TX USA**

**Date:**            12/31/2022  
**Ref.:**             3089.000  
**Bill #:**            NO BILL

**RE:**    General Legal Services

**Attention:**      Mayor Tara Senkevech

Date	Init	Description of Service	Hours	Amount
12/13/2022	DMB	Attendance at town council meeting.	4.75	0.00
12/17/2022	DMB	Telephone call with mayor; emails to mayor re public information.	0.75	0.00
		Our Fee	5.50	0.00

**Time Summary**

Lawyer Initials	Rate	Hrs	Amount
DMB	195.00	5.50	0.00
			<b>Total Fees and Disbursements</b>
			<b>0.00</b>
			<b>TOTAL</b>
			<b>0.00</b>
			<b>Net Amount Owing on This Bill</b>
			<b>0.00</b>

**Statement of Account**

Current Fees	0.00
<b>Amount Due and Owing to Date</b>	<b>\$0.00</b>





February 22, 2023.

Messer Fort McDonald,

After council deliberations, the Town encloses its final payment for all services performed on the Town's behalf by the law firm of Messer, Fort & McDonald. The Town has evaluated the firm's final invoice and has given thorough consideration to the matter. The amount reflects an offset based on the cost of a new election and a loss of sales tax revenue. We acknowledge and appreciate Mr. Messer's commitment to remit what the Town believes is fair under the circumstances. The enclosed check is intended as full and final payment for all legal services rendered by the Messer Fort firm through the date of separation and is to serve as a release from that firm to the Town for all amounts that may otherwise be due to the firm for legal services.

Enclosed: Final check payment \$3000.00 ck #\_\_\_\_\_.

Sincerely,

\_\_\_\_\_  
Mayor Tara Senkevech

\_\_\_\_\_  
Mayor Pro-Tem Tom Anderson

Attest:

\_\_\_\_\_  
City Secretary, Jana Shelton

[Type here]

Mailing address: 5671 CR 323 Poetry, TX 75160

[Type here]

[Type here]

[Type here]

Mailing address: 5671 CR 323 Poetry, TX 75160

[Type here]

[Type here]



**Here are a few questions that I think would be pertinent to the questionnaire.**

1. Was there any specific reasons for your resignation?
2. What was your expectations of the position? Was it advertised fairly and accurately?
3. Did you have access our financial software? Quick books, excel, bank records etc.  
If so, did you see any areas for improvement ?
4. In your short term as Town Secretary did you see any areas we can approve as a Town?
5. Did we provide you the tools and equipment necessary to complete your job to the best of your ability?

Nichols, Jackson, Dillard, Hager & Smith L.L.P.  
 500 N Akard St.  
 Suite 1800  
 Dallas, TX 75201 USA  
 214-965-9900      Tax ID: 75-0861592

<b>TOWN OF POETRY</b>	<b>Date:</b>	<b>01/31/2023</b>
<b>TX USA</b>	<b>Ref.:</b>	<b>3089.000</b>
	<b>Bill #:</b>	<b>43921</b>

**RE:**    General Legal Services

**Attention:**      **Mayor Tara Senkevech**

Date	Init	Description of Service	Hours	Amount
01/06/2023	DMB	Email to mayor re oath of office, right-of-way agreement, comp plan, review of agenda, ADA issue, and donations.	0.25	48.75
01/09/2023	DMB	Preparation of draft right-of-way management ordinance, email to mayor. (1/8/23)	0.50	97.50
01/13/2023	DMB	Emails to mayor re right-of-way ordinance, review of formal position statement re incorporation election.	0.25	48.75
01/23/2023	DMB	Attendance at Council Meeting.	4.00	780.00
01/26/2023	DMB	Research, email opinion to town council re voter eligibility.	2.00	390.00
		Our Fee	7.00	1,365.00

**Time Summary**

Lawyer Initials	Rate	Hrs	Amount
DMB	195.00	7.00	1,365.00
		<b>Total Fees and Disbursements</b>	<b>1,365.00</b>
		<b>TOTAL</b>	<b>1,365.00</b>
		<b>Net Amount Owing on This Bill</b>	<b>1,365.00</b>

**Statement of Account**

Current Fees	1,365.00
<b>Amount Due and Owing to Date</b>	<b>\$1,365.00</b>



Nichols, Jackson, Dillard, Hager & Smith L.L.P.  
Attorneys & Counselors at Law  
500 N Akard St.  
Suite 1800  
Dallas, TX 75201 USA  
214-965-9900  
Fax (214) 965-0010  
E-mail NJDHS@NJDHS.com

Jan 31, 2023

Client: 3089

TOWN OF POETRY  
TX USA

MATTER STATUS

	Prior Balance	Payments Adjustments	Current Charges	Total
3089.000 General Legal Services	0.00	-0.00	1,365.00	1,365.00
<b>Total</b>	<b>0.00</b>	<b>-0.00</b>	<b>1,365.00</b>	<b>1,365.00</b>

LBJ Diversified, LLC  
“Construction Work At Its Best”  
☞ All Your Construction & Preventative Maintenance Needs ☞  
10511 County Road 2462, Terrell, Texas 75160  
Phone: (214) 450-6794  
E-mail: [leland@barnettenterprizes.com](mailto:leland@barnettenterprizes.com)

## **PROPOSAL**

To: Town of Poetry Texas ATTN: Tara Senkevech  
Project: TOPT-12-22-5L2 - ADA Parking and Sidewalk (Concrete Work)  
Phone: 214-317-8128 Email: mayor.tara@poetrytexas.org  
Address: 20245 FM 986 Poetry, Texas  
Date: January 25<sup>th</sup>, 2023

### **PART I – SCOPE OF WORK**

Proposal TOPT-12-22-5L2 - ADA Parking and Sidewalk (Concrete Work)

We propose to furnish material, labor, equipment and haul all work-related debris and clean work area in the construction of the following;

*Project Details: ADA Parking 560 square feet (sq ft) with Sidewalk 40 sq ft*

*We will set up, place and finish a New Concrete ADA Parking Area. We will place a sidewalk from the bottom of the ADA Ramp to the New Concrete ADA Parking area. We will import and place crushed concrete for the subgrade material for in the Parking. We will place 3/8” rebar at 18” on center each way in the sidewalk. We will place 3/8” rebar at 18” on center each way in the parking area. We will place 4” concrete in the sidewalk. We will place 5” concrete in the Parking area. We will place a broom finish on all concrete surfaces.*

**Exclusions. Permits and Fees, Material Testing, Traffic Control, Sod, piers,**

Proposal. (continued) TOPT-12-22-5L2 - ADA Parking and Sidewalk (Concrete Work)

# LBJ Diversified, LLC

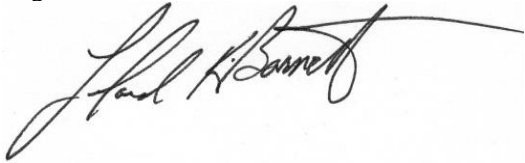
## PART II – COMPENSATION

2.1 Breakdown.

<i>Project Details: ADA Parking 560 square feet (sq ft) with Sidewalk 40 sq ft</i>	\$ 6,150.00
Barnett Enterprizes Concrete Construction Donation to the Town of Poetry	\$ -2,000.00
Permit Fee and Taxes not included.	
Estimated Total Cost	\$ 4,150.00

2.2 Payment Schedule. Will be determined.

Regards,



Leland K. Barnett  
[barnettenterprizes@yahoo.com](mailto:barnettenterprizes@yahoo.com)  
Ph: 214-450-6794

This proposal is accepted and Barnett Enterprizes is authorized to proceed with performing the work entailed in this proposal. Payments will be made as agreed.

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_



1600 STATE HWY 34 SOUTH  
 TERRELL, TX 75160-0792

(972)524-5330

Fax: (972)563-0700

022038 024546  
 900-98046244-001

\*\*\*\*\*  
 \* LINE ITEM QUOTE \*  
 \*\*\*\*\*

Date: 2/07/2023  
 4:28 PM  
 \*\* REPRINT \*\*  
 EMAIL

CUSTOMER REMITTANCE NUMBER	
ORDER:	222911
Page:	1

CUSTOMER

J S CONST  
 10751 CR 2426

(972)877-0283

SHIP TO

TERRELL, TX 75160

A

Selling Store: 67  
 Salesperson: 22038 DILLON P

Terms: NET 10TH PROX  
 Tax ID #:

Our Order #: 222911  
 P.O. #: TOWN HALL SKIRR BID: 67110

STORE CODE	ITEM	DESCRIPTION	QTY	U/M	UNIT PRICE	U/M	EXTENDED PRICE	TAX
YARD	07020108	16' CORR 29GA 2-1/2" GALVALUME	10	EA	43.865	EA	438.65	T
YARD	010724	2X4-16' #1 TREATED PINE	40	EA	10.75	EA	430.00	T
	121206	1-1/2" METAL/WOOD SCREW	10	LB	10.105	LB	101.05	T
	12070220	3X.120 RH SM 21DG BRT STRP MET	1	BX	86.390	BX	86.39	T
	DEL040	DELIVERY CHARGE	1	EA	20.00	EA	20.00	T



This ESTIMATE is given as a price quote only for the materials listed. It is not intended as a complete material list for your projects.  
 \*- Prices are subject to change without notice. -\*

SIGNATURE: \_\_\_\_\_

Expires: 2/28/2023	Weight: 1642	Sub-total	Tax %	Tax	TOTAL
Ordered by: JON STEELE		1076.09	8.25	88.78	1,164.87

Thank You for shopping at McCoy's



IN THE COMMISSIONERS COURT OF  
HUNT COUNTY, TEXAS

SEPARATE WRITTEN APPROVAL OF INTERLOCAL  
COOPERATION CONTRACT WITH:  
TOWN OF POETRY

The Commissioners' Court of HUNT County, Texas, in compliance with §791.015 of the Texas Government Code, otherwise known as the Interlocal Cooperation Act, and before the commencement of any work to construct, improve, or repair the subject matter of an Interlocal Contact with Town of Poetry, hereby authorizes, and approves this separate specific written approval for the proposed project described below. In this regard, the following provisions apply to such proposed Interlocal Cooperation Contract:

1. This approval is separate and distinct from the Interlocal Cooperation Contract itself.
2. The proposed project is for Hunt County R&B Precinct #2 to:

A. Description of Project: \_\_\_\_\_

**Pothole Repair using new Cold Mix Asphalt**

B. Exact Project Location:

**CR 2434; CR 2432; CR 2430; CR 2440; CR 2464**

C. Material, equipment, labor hours, etc. to be used on this project: \_\_\_\_\_

**2 truck loads, fuel; Crew of 6 and equipment**

Approximate Start Date: \_\_\_\_\_ Approximate Completion Date: \_\_\_\_\_

Cost of Project: **\$2900.00**.\*

\*(to be paid into an escrow account with the County before the start date of the above-described project)

It is mutually understood that no additional projects will be performed for any entities that owe outstanding project costs to Hunt County.

Approved by Commissioners' Court:

\_\_\_\_\_  
Hunt County Judge

\_\_\_\_\_  
Date:

Approved by: Town of Poetry

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Authorized Signature for Other Entity

**Copy of said agreement will be provided to the County Auditor and an accounts receivable will be recorded for said agreement. The Commissioners Office will report the date of completion to the County Auditor within seven (7) days of completion of above-described project. The fund deposited in the escrow account will then be paid to the County.**

## Proposal for “Farmer/Rancher of the Year Award”

Purpose: To promote agriculture in the Poetry area and highlight what local Farmers/Ranchers are doing.

Who: Residents of Poetry and Poetry ETJ

Method: Submission of 200-300-word Essay by either nominee or a friend/family member of nominee from March 1<sup>st</sup>-March 31<sup>st</sup> of each Year. Council and Mayor vote on the nomination they believe is worthy of the annual award.

Time: Given in the Month of May each year.

Exclusions: Current Council, current Mayor, and their immediate family members.

### Prizes:

\*Article in Poetry Post and online website highlighting accomplishments

\*Plaque—donated

\*Embroidered Shirt which says, “Farmer of the Year”--donated

\* Yard Sign which rotates each year--donated

Potentially other prizes as solicited from businesses.

## ARCHITECTURAL BARRIERS

# Architectural Barriers Frequently Asked Questions

## On this page:

- [Licensing FAQs](#)
- [General FAQs](#)
- [Technical FAQs](#)
- [TABS FAQs](#)

The Texas Department of Licensing and Regulation (TDLR) receives many inquiries regarding the Architectural Barriers Act and the technical requirements of the Texas Accessibility Standards (TAS). In an effort to address these inquiries, a major goal of the Department is to provide technical assistance and make general information readily available. Below is a listing of some of the more frequently asked questions and the corresponding answers. Some of the answers may provide additional links within the Architectural Barriers web site.

**NOTE:** Any comments and/or suggestions regarding the Frequently Asked Questions page are welcomed and may be directed via e-mail to [techinfo.ab@tdlr.texas.gov](mailto:techinfo.ab@tdlr.texas.gov).

## Licensing FAQs:

1. [How do I become a Registered Accessibility Specialist \(RAS\)?](#)
2. [What documents do I send in with my Registered Accessibility Specialist application?](#)
3. [How long do I have to renew my Registered Accessibility Specialist \(RAS\) license?](#)
4. [How much does it cost to renew?](#)
5. [How many Continuing Education Units are required to renew a RAS License?](#)

### 1. How do I become a Registered Accessibility Specialist (RAS)?

Submit a completed registered accessibility specialist application with \$300 fee. The applicant must meet the application requirements, and satisfactorily pass the Registered Accessibility Specialist examination, no later than one year after the date of the application is filed.

### 2. What documents do I send in with my Registered Accessibility Specialist application?

An applicant must submit the following documents:

- Resume to demonstrate experience requirements

**NOTE:** You may be subject to enforcement actions, including administrative penalties and sanctions, for operating with an expired license (expired less than 18 months) or operating without a license (expired 18 months or more).

### 3. How long do I have to renew my Registered Accessibility Specialist (RAS) license?

Your license may be renewed up to 18 months after the license expiration date.

[2012 Texas Accessibility Standards](#)

[Registered Accessibility Specialists](#)

[Register / Search Project](#)

[Search Licenses](#)

[Forms & Publications](#)

[Law & Administrative](#)

[Frequently Asked Questions](#)

[Texas Accessibility Act](#)

[Complaints & Enforcement](#)

[Advisory Committee](#)

## YOU SHOULD KNOW



### BULLETINS

[New RAS Bulletin](#)  
Stay up-to-date



### TEXAS ACCESSIBILITY

[Schedule and In-Comprehensive t](#)



## MILITARY SERVICE MEMBERS, VETERANS, AND SPOUSES

For more information obtaining a TDLR renewing a TDLR expired while on duty, please go to [Outreach](#) page.

- If your RAS License has been expired for more than 18 months but less than three years, you may submit a "Request to Executive Director for Expired License Renewal" form with the required renewal fee.
- If your RAS License has been expired for more than three years you may not renew your license. You must apply for a new license.

#### 4. How much does it cost to renew?

License renewal fees vary according to when you renew your license.

- On or before your expiration date - \$250
- 1 to 90 days late - \$375
- 90 days to 18 months late - \$500

**NOTE:** You may be subject to enforcement actions, including administrative penalties and sanctions, for operating with an expired license (expired less than 18 months) or operating without a license (expired 18 months or more).

#### 5. How many Continuing Education Units are required to renew a RAS License?

A total of 8 of continuing education hours per renewal period are required, with 4 hours of instruction in courses approved by the department and 4 hours of self-reported instruction in courses related to accessibility. For a complete explanation of the continuing education requirements, refer to 16 Texas Administrative Code, Section 68.74.

#### CONTACT INFORMATION

For information regarding the Architectural Barriers Program contact [techinfo@tdlr.texas.gov](mailto:techinfo@tdlr.texas.gov).

Texas Department of Licensing and Regulation  
Elimination of Architectural Barriers Program  
PO Box 12157  
Austin, TX 78711

(800) 803-9202 [in state only]  
(512) 539-5669  
(512) 539-5690 [FAX]  
Relay Texas-TDD: (800) 735-2121

## General FAQs:

1. How can I get a copy of the 2012 Texas Accessibility Standards?
2. How do I get technical assistance with the requirements of the Architectural Barriers Act and/or the Texas Accessibility Standards (TAS)?
3. How can I get a copy of the Technical Memoranda?
4. Is there training available to help me understand the requirements of the Architectural Barriers Act and the 2012 Texas Accessibility Standard?
5. Do I have to submit plans for an accessibility plan review?
6. Is my building/facility subject to the Texas Architectural Barriers Act?
7. Can a Variance Application be prepared by a RAS?
8. Is a RAS required to prepare a Variance Application for a project on which they have provided review or inspection services?
9. If a RAS prepares the Variance Application, can they sign the application?
10. Can a RAS submit the Variance Application?
11. Does the RAS need to be the designated agent in order to prepare a Variance Application?
12. If a Variance Application requires supporting documentation that requires preparation by a design professional, can the RAS provide this documentation?
13. If a Variance Application is disapproved, who is responsible for paying for the correction of the TAS violation?
14. Will the Variance Application have a space to indicate who prepared the form?

#### 1. How can I get a copy of the 2012 Texas Accessibility Standards?

The 2012 Texas Accessibility Standards are available on-line at <http://www.tdlr.texas.gov/AB/abtas.htm>.

#### 2. How do I get technical assistance with the requirements of the Architectural Barriers Act and/or the Texas Accessibility Standards (TAS)?

You may contact our Technical Information Specialist by phone at (877) 278-0999 or by e-mail at [techinfo.ab@tdlr.texas.gov](mailto:techinfo.ab@tdlr.texas.gov). In addition, the Texas Department of Licensing and Regulation (TDLR) publishes



technical memoranda responding to some common TAS questions and/or to clarify specific technical requirements. These memoranda do not address **every** technical requirement, however, they do provide consistent answers to some of the more complex issues and lessen the time the technical information specialists spend on the phone with individual callers. These memoranda are published in accordance with Administrative Rule, Chapter **68.100 (b)**.

### **3. How can I get a copy of the Technical Memoranda?**

The Technical Memoranda are available on-line at <http://www.tdlr.texas.gov/AB/Techmemos.htm>

### **4. Is there training available to help me understand the requirements of the Architectural Barriers Act and the Texas Accessibility Standards?**

Yes. The Texas Department of Licensing and Regulation's Architectural Barriers section offers a training course in Austin, Texas. The **Texas Accessibility Academy** is offered several times a year and is open to the public. There is a fee for this course which includes several days instruction and a tabbed copy of the 2012 Texas Accessibility Standards. The information is also available on-line at <http://www.tdlr.texas.gov/AB/taa.htm>.

### **5. Do I have to submit plans for an accessibility plan review?**

If your project's total estimated cost is less than \$50,000.00, you are not required to submit the project to the Department for registration and review, however, the project is still required to comply with TAS. Projects with costs of \$50,000 or more are required to submit a full set of construction documents in accordance with **Administrative Rule 68.20**. For questions or further information, contact a technical information specialist by calling toll free at (877) 278-0999 or by sending your inquiry via e-mail to [techinfo.ab@tdlr.texas.gov](mailto:techinfo.ab@tdlr.texas.gov).

### **6. Is my building/facility subject to the Texas Architectural Barriers Act (Article 9102)?**

For determinations on whether a facility is subject to the Architectural Barriers Act, reference Chapter 469, Government Code, Section **469.003**, and **Chapter 68**, Administrative Rules, Sections **68.20** and **68.30** or contact a technical information specialist by calling toll free at (877) 278-0999 or by sending your inquiry via e-mail to [techinfo.ab@tdlr.texas.gov](mailto:techinfo.ab@tdlr.texas.gov).

### **7. Can a Variance Application be prepared by a RAS?**

A RAS can assist with the preparation of a Variance Application and the supporting documentation for the owner or designated agent. However, the application must be signed by the owner or designated agent.

### **8. Is a RAS required to prepare a Variance Application for a project on which they have provided review or inspection services?**

No, a RAS is not required to prepare or assist in the preparation of a Variance Application or to supply supporting documentation unless they agree to do so for the owner.

### **9. If a RAS prepares the Variance Application, can they sign the application?**

No, the owner or designated agent must sign the application.

### **10. Can a RAS submit the Variance Application?**

No, the application must be submitted by the owner or designated agent.

### **11. Does the RAS need to be the designated agent in order to prepare a Variance Application?**

No, the owner may use an architect, a designer, a RAS or some other person to prepare the Variance Application form, but the owner or designated agent still must sign the form and be responsible for its content.

### **12. If a Variance Application requires supporting documentation that requires preparation by a design professional, can the RAS provide this documentation?**

No, unless the preparation of the supporting documentation will not violate the trade practice regulations governing architects, engineers, designers, or landscape architects. Confirmation of what constitutes a violation shall be determined by the Texas Board of Architectural Examiners or the Texas Board of Professional Engineers, whichever has jurisdiction.

### **13. If a Variance Application is disapproved, who is responsible for paying for the correction of the TAS violation?**

The owner is responsible for all corrections and the cost of corrections.

#### **14. Will the Variance Application have a space to indicate who prepared the form?**

No, it is not relevant who prepares the application or the supporting documentation only that the application is signed by the owner or designated agent.

## **Technical FAQs:**

### **FAQ's pertaining to 2012 TAS effective date**

1. When will the new 2012 TAS become effective?
2. If I have a project that was designed before March 15, 2012, will I have to revise it to comply with the 2012 TAS if construction starts after March 15, 2012?
3. If I register my project before March 15, 2012, which accessibility standard do I use?
4. If I already have a valid building permit for a project that was designed according to the 1994 TAS requirements but construction will not start until after March 15, 2012, does my project have to comply with the 2012 TAS?

### **FAQ's pertaining to the 2012 TAS**

1. What is "Safe Harbor"?
2. If a renovation to a tenant space occurs and the tenant pays for the renovations, are there any requirements for the owner to provide accessibility?
3. Are there any elements in existing facilities that are not covered under safe harbor?
4. Is an accessible route required to luxury suites and other boxes that provide fixed seating?
5. Is the team/player seating in an assembly area exempted from providing accessible routes and accessible seating?
6. At least 5% of the total number of aisle seats provided shall comply with 802.4 and shall be the aisle seats located closest to accessible routes?
7. Are press boxes in an assembly area required to be on an accessible route?
8. If there are two press boxes at sports field and both are 300 square feet in size, are they required to be on an accessible route?

### **FAQ's pertaining to 2012 TAS effective date**

#### **1. When will the new 2012 TAS become effective?**

The Commission in their November 1, 2011 meeting approved the 2012 TAS with an effective date of March 15, 2012.

#### **2. If I have a project that was designed before March 15, 2012, will I have to revise it to comply with the 2012 TAS if construction starts after March 15, 2012?**

Yes, projects that are registered, permitted or constructed on or after March 15, 2012 will be required to comply with the 2012 TAS.

#### **3. If I register my project before March 15, 2012, which accessibility standard do I use?**

For compliance with the Texas Architectural Barriers Act, you could use either the 1994 TAS or the 2012 TAS. However, compliance with the 2012 TAS will be required after March 15, 2012. As project registration is only a requirement under the Texas Architectural Barriers Act, confirmation with the Americans with Disabilities Act (ADA) cannot be determined. For information regarding the ADA, you may contact the U.S. Department of Justice ADA Technical Assistance Program at 1-800-514-0301 (voice) or 1-800-514-0383 (ADD).

#### **4. If I already have a valid building permit for a project that was designed according to the 1994 TAS requirements but construction will not start until after March 15, 2012, does my project have to comply with the 2012 TAS ?**

# TOWN HALL SITE Proposed BUDGET

Feb 16th, 2023

**BUDGETED AMOUNT**

**\$ 15,000.00**

Fiscal year Oct. 1st- Sept. 31st 2023

**PHASE 1-- MUST HAVE ITEMS TO MOVE IN:**

1	Septic as Approved [\$4000 donation from Vicars + Plaza & BP donations]	\$	500.00	
2	ADA Compliant Ramp & Rail *best quote	\$	1,500.00	
3	ADA Compliant Van Asses. Parking w sidewalk [\$2000 donation from LBJ]	\$	4,150.00	
4	Solar lighting Poles x 8 (Amazon Doeslag)	\$	399.92	
5	<b>ADA Compliant Bathroom:</b>			
	-Handicapped railing [36 in long 1.5 in from wall/supports 250 lbs. ]	\$	79.98	
	- Finish out tile/floor [ contracted labor]	\$	750.00	
	-Mirror	\$	73.80	
	-Toilet paper dispenser	\$	27.99	
	-Automatic Soap Dispenser		\$19.00	
	-Wall sink	\$	65.00	
	-labor * awaiting quote			
6	<b>Stairs for other side (wood) labor donated by CM Anderson</b>			
	Repair and painting of cracks in Walls [Ace Décor to donate]		0	
7	Install of Secretary counter and trim [donated items & labor by Tack & Ag]		0	
8	Installation of remainder of attic insulation -volunteer has agreed		0	
9	ADA inspection--not required *must try to meet requirements			
		<b>\$ 7,565.69</b>	<b>\$ (7,565.69)</b>	
				\$ 7,434.31 remaining from Phase 1

**PHASE 2 --Items needed to COMPLETION :**

10	Finish out of closet Materials cost \$2197 + labor quote \$1600	\$	3,797.00	\$ (3,797.00)
11	Finish skirting around base -Materials cost \$1164.87 +labor quote \$1000		\$2,164.87	\$ (2,164.87)
		<b>\$ 5,961.87</b>	<b>\$1,537.44</b>	remaining from Budget 2023 for incidentals Phase 2

\* Phase 1 and 2 could be completed before fiscal year end if quotes are within budget of \$15,000

# TOWN HALL SITE Proposed BUDGET

Feb 16th, 2023

## PHASE 3 --Next fiscal year budget items:

12	Grade and gravel of leased parking space	\$ 3,000.00
13	Deck off back (so we don't have to bring trailer in for special events)	\$ 5,000.00
		<u>\$ 8,000.00</u>

## PHASE 4 --Other desirable items: [2-5 years]

	HVAC system	\$ 10,500.00
14	Foam Spray underneath the building for energy efficiency	\$ 3,500.00
15	Landscaping * Master Gardners for planning/students for labor?	\$ 2,500.00
		<u>\$ 16,500.00</u>

Phase 4 could be divided into 2-3 yrs.





## Town of Poetry

January End  
2023

<b>Beginning Bank Balance on</b>	12/01/22	<b>\$42,051.32</b>
 <b>Deposits</b>		
	01/04 Smith PIR	\$146.34
	01/18 Titan/CRS Franchise Fees	\$5,584.00
	01/26 AWT Franchise Fees	\$2,470.00
 <b>Withdrawals and debits</b>		
	1/12 Office Max            office supplies	\$21.94
	1/13 Wix.com                website	\$19.48
	1/23 Amazon                office supplies	\$14.99
 <b>Checks Paid</b>		
	01/30 FEC Reimb.	\$23.71
	1/12 FEC Reimb.	\$161.48
	01/04 FEC Reimb.	\$1.97
	1/6 Reliant	\$40.70
	01/06 TML Risk Pool Workman's Comp	\$324.28
	1/12 Messner Fort Mc            Legal Fees	\$4,253.59
	01/27 Erwin Insurance Concepts    Liability Ins.	\$500.00
	01/23 Faith Temple Baptist        Jan 17 Utilities	\$50.00
	1/30 Faith Temple Baptist        Jan 23 Utilities	\$50.00
	1/30 Kaufman Co                    Street Project	\$6,520.00
	1/30 Erwin Insurance Concepts    Liability Ins.	\$181.53
 <b>Ending Balance 01/31/2022</b>		 <b>\$42,051.32</b>

**STATE OF TEXAS  
COUNTIES OF KAUFMAN AND HUNT  
TOWN OF POETRY, TEXAS**

**BE IT REMEMBERED THAT ON THIS DAY OF THE** 13th day of December 2022 at 6:30 pm, the Town Council of Poetry, Texas, held a regular town council meeting and workshop at 11214 FM 1565 Poetry, Texas, 75160 with the following present:

Mayor Tara Senkevech  
Councilmember Tom Anderson  
Councilmember Mike Jaffe

Councilmember Simeon White  
Councilmember Terry Fowler  
Councilmember Brian Vinson

*Mayor called the meeting to order at 6:30 pm.*

Robin Boles, clerk, confirmed quorum. All council members were present.  
**Councilmember Fowler** led Pledge of Allegiance and Invocation.

**g. Reports**

**Financial Report – November End 2022**

**Mayor Tara Senkevech** gave a recap of donations, deposits, and credits.

**h) Regular Agenda**

**1. Listen and discuss presentation of First Town Audit by Caperton, CPA.**

**Debbie Taylor** presented the findings of the Audit for 2022. Council questions Town Hall Property title of Capital Asset. **Councilmember Fowler** clarifies that the outstanding debts were included in audit. Audit gave unmodified opinion that financials were fairly presented, and that no misstatements were made. **Mrs. Taylor** makes recommendation to find a long-term book keeper. **Citizen Chad McFarlane** points out discrepancies between audit and budget. **Citizen Shelley Smith** questions information given to auditor.

**2. Discuss and take action to pay invoice for the Town Audit of \$4250.00**

**Councilmember Vinson** makes motion to pay invoice, seconded by **Councilmember Anderson**. **Passes 5:0**

**3. Discuss and take action to pay the July legal invoice to MFM for \$4253.59.**

Motion made by **Councilmember Fowler**, seconded by **Councilmember White** and **Councilmember Vinson**. **Passes 5:0**

**4. Discuss and take action on hiring new Town Attorney, the law firm of Nichols Jackson, and approving an engagement letter.**

**David Berman** introduces himself and discusses multiple topics. **Councilmember Jaffe** discusses past relationships with law firms, and current information about new law firm. Council discusses pros and cons. Council prefers a probationary period before hire. **Citizen Shelley Smith** makes point about finding out who the voters in town are. **Councilmember Anderson** makes motion to accept law firm for probationary period of 90 days with an agenda item to discuss billing, and representation, both ways; seconded by **Councilmember White**. **Passes 5:0**

**5. Discuss and take action on amended Lease Agreement with Longhorn Organics, LLC. for parking and driveway.**

**Councilmember Fowler** discusses with **Atty David Berman** about indemnity clause. **Citizen Dale Bryant** discusses landlord use of land versus Town use of land. **Citizen Katherine Hardwicke** asks if council knew that an agreement would be needed when the Town Hall moved initially. **Citizen Shelley Smith** asks Mayor to recuse herself from future discussions on this topic, also asking if Mayor used her position to use driveway for Tack and Ag. **Citizen Patrick Smith** points out that the Town needs an agreement where Poetry Tack and Ag does not. **Councilmember Anderson** makes motion to accept agreement, seconded by **Councilmember Vinson**. **Passes 3:2**

**6. Discuss and take action on amended Insurance rates to meet the lease agreement standards and to provide protection for town's volunteers. Mayor Tara Senkevech**

gives reasons for increase and presents both companies. **Councilmember Vinson** moves that he and Councilmember White will cover TML Workman's compensation as a one-time donation, seconded by **Councilmember White**. **Passes 3:2**

Council discusses the total amount that the land agreement is costing. **Councilmember Vinson** moves to accept Craig and Leicht agreement, seconded by **Councilmember Anderson**. **Passes 3:2**

**7. Discuss and take action on interlocal agreement renewal with Kaufman County and the Town of Poetry.** Council discusses with **Atty David Berman**. Motion made by **Councilmember Anderson** to renew a one-year agreement with Kaufman county. Seconded by **Councilmember Jaffe**. **Passes 5:0**

**8. Discuss and take action on comparing septic engineering, installation, locations and costs involved.** Council discusses different options. **Citizen Chad McFarlane** approves of Vicars Septic. **Citizen Chad West** asks for definition of "nearby area". **Citizen Shelley Smith** asks if this is the only placement the septic engineer approved. She asks why the 'storage unit' is moving so quickly and asks that the council make decisions with a lot of thought. **Mayor Senkevech** states that getting septic installed after 4 months is not fast. **Councilmember Anderson** makes motion to accept option on page 3, seconded by **Councilmember Vinson**. **Passes 3:2**

**9. Discuss and take action on handicapped ramp and/or handicapped parking spot/s at the Town Hall Site.** **Councilmember Fowler** asks about hand rails, and if it is included in quote. **Citizen Chad McFarlane** encourages council to figure all costs associated with

ADA ramp. **Citizen Dale Bryant** says drawing for the door use with the ADA ramp needs to be addressed. **Citizen Tracie Hibbs** requests clarification on TML procurement laws. Council decides to get a specific ADA Inspector in to give advice.

**10. Discuss and take action to open a 2-month window for citizens to Voluntarily Annex into the town. (Prior to hiring a mapping service).** Council discusses having guidelines. **Citizen Chad McFarlane** asks if this is the best use of money. **Citizen Shelley Smith** asks if the Mayor is planning to self-annex the remainder of her properties. **Citizen Patrick Smith** asks about the window of time allotted to self-annexation. **Councilmember Jaffe** makes motion to place solicitation for volunteer annexation on website until March 31, 2023, seconded by **Councilmember Anderson**. **Passes 5:0**

**11. Discuss and take action on Ordinance to repeal the telecommunications sales tax exemption.** **Councilmember Jaffe** makes motion to accept as written, seconded by **Councilmember Anderson**. **Passes 4:1**

**12. Discuss and take action on proposed Ordinance for Term Limits.** **Councilmember Vinson** explains proposal. **Atty David Berman** explains that term limits can be set by a charter town. As a Type A General Law town, the Town of Poetry is not able to make limits according to our attorney. No action taken.

**13. Discuss and take action on renewal of M365 licenses subscriptions.** **Mayor Tara Senkevech** gives background on issue. **Councilmember Vinson** moves to pay bill, seconded by **Councilmember Fowler**. **Passes 5:0.**

**14. Accept the resignation of City Secretary, Theresa Scholander owing to critical health concerns and consider raising the pay to \$20/hr., up to 10-15 hours per week for the secretary to focus on bookkeeping, communications and notary responsibilities at this time. Take action to advertise the position. [We have a volunteer at this time who can type and make copies.]**  
**Councilmember White** breaks down usefulness of a town secretary, turnover rate, and other mistakes. **Citizen Chad McFarlane** agrees we need the secretary but wants to know where the money will come from. Motion made for \$20 per hour/ 15 hours a week by **Councilmember Anderson**, seconded by **Councilmember White**. **Passes 5:0**

#### **Public Forum:**

**15. Discuss and take action on the Ordinance for the Comprehensive Plan with Future Land Use Map as discussed previously and updated on website.** **Councilmember White** explains the map. **Citizen Chad McFarlane** approves of wanting to finish the map before passing. **Citizen Tracie Hibbs** requests road numbers on map. **Future Citizen Lisa Ray Hirigoyen** reads Mission Statement. **Citizen Patrick Smith** wants to know why this is on the agenda. **Citizen Dale Bryant** volunteers to work with **Dorothy Dillon** to update the map.

#### **j) General Comments:**

**Citizen Tracie Hibbs** asks **Councilmember White** if he has signature authority.



Citizen Glen Strauss thanks Council for all their hard work.

***Mayor Tara Senkevech adjourns meeting at 10:45 pm.***

**STATE OF TEXAS  
COUNTIES OF KAUFMAN AND HUNT  
TOWN OF POETRY, TEXAS**

**BE IT REMEMBERED THAT ON THIS DAY OF THE** 15th day of November 2022 at 6:30 pm, the Town Council of Poetry, Texas, held a regular town council meeting and workshop at 11214 FM 1565 Poetry, Texas, 75160 with the following present:

Mayor Tara Senkevech  
Councilmember Tom Anderson  
Councilmember Mike Jaffe

Councilmember Simeon White  
Councilmember Terry Fowler  
Councilmember Brian Vinson

*Mayor called the meeting to order at 6:30 pm.*

**Citizen Darrell Watson** led Pledge of Allegiance and Invocation.  
Evie Anderson, clerk, confirmed quorum. All council members were present.

**g. Reports**

**Financial Report – October 2022**

**Mayor Tara Senkevech** gave a recap of donations, deposits, and credits.

**h) Consent Agenda**

1. Minutes for September 20<sup>th</sup>, 2022, Regular Town Council Meeting and Budget Public Hearing. Acceptance of minutes as written: unanimous. **Passes 5:0**
2. Minutes for the September 27<sup>th</sup>, 2022, Workshop, & Special Town Council Meeting. Acceptance of minutes as written: unanimous. **Passes 5:0**
3. Minutes for the October 18<sup>th</sup>, 2022, Regular & Public Hearing. Acceptance moved to regular agenda.

**i) Regular Agenda**

**a) Minutes for the October 18<sup>th</sup>, 2022, Regular & Public Hearing. Councilmember Vinson** recommends an edit moving item 13 to item a. **Passes 5:0 with edit.**

**1. Discuss and take action on renewal of the Interlocal Agreement with Hunt County road related work allowing for a two-year agreement. Mayor Tara Senkevech** gives overview of Agreement. **Councilmember Vinson** moves to allow for a one-year agreement to be approved if Hunt County does not approve a 2 year. Seconded by **Councilmember Jaffe. Passes 5:0**

**2. Discuss and take action on any needed amendments and payment of June 2022 legal invoice.**

**Mayor Tara Senkevech** gives overview of bill. **Citizen Chad McFarlane** asks for clarification on all bills submitted. **Councilmember Fowler** asks why we aren't paying all bills. **Mayor Tara Senkevech** replies cash flow has been the issue. **Councilmember Vinson** says he would prefer to wait until next meeting with the lawyers, to better understand the bills. **Councilmember White** agrees with Councilmember Fowler that all bills should be paid promptly. **Councilmember Vinson** says this bill should be paid, but to wait until next meeting to review the others. **Councilmember Jaffe** makes motion to pay the June bill. Seconded by **Councilmember Vinson**. **Passes 5:0**

**Mayor Tara Senkevech calls for five-minute recess.**

**Mayor Reconvenes.**

**3. Discuss and take action on the amended Ground Lease Agreement with Longhorn Organics, LLC, for Town Hall parking.**

Council reviews document and amends as needed. **Citizen Dale Bryant** discusses different types of agreements with the Council, warning against a Ground Agreement. **Citizen Shelley Smith** recommends taking no more action on "Town Storage Unit" so that the building can be moved to create its own parking. **Citizen Patrick Smith** calls entire agreement into question, starting with grammar in several places. Warns Council that he will take his concerns to the Courthouse if he is not allowed to express them. **Councilmember White** is concerned about the level of trust implied in the agreement and asks Council to look at it closely. Council debates Ground Lease vs Ingress/ Egress agreements. **Holly Dempsey of Longhorn Organics** spoke on the reasons for the Ground Lease over the Ingress/ Egress agreement. After much discussion with Mrs. Dempsey, it is decided to run changes back through all attorneys involved.

**4. Discuss and take action on amended insurance rates as presented by TML Risk Insurance to meet the ground lease agreement standards for the Town Hall's lot.**

Council discusses the importance of covering staff, volunteers, and meetings. **Citizen Chad McFarlane** agrees that covering Town is important, but not insuring property we don't have an agreement on. **Citizen Dale Bryant** expresses concern on how the parking is actually laid out, and that the insurance company knows how it should work. **Citizen Patrick Smith** expresses concern over the Agreement insurance needs and the general liability for the town. He also explains Indemnity to Council. Council decides to go back to TML for more clarification.

**5. Discuss and take action on quote/s for handicapped ramp required by Federal guidelines for the Town Hall site.**

**Councilmember Fowler** would like to confirm how many feet of ramp before a landing, and how many landings will need to be placed for the ramp to meet ADA requirements. Council also discusses mediums that could be used from ramp to parking area. **Citizen Chad McFarlane** expresses concern over doing more work before agreement with Longhorn Organics is signed. **Citizen Tracie Hibbs** points

out that bid doesn't include treated wood or wood sealant in cost. **Citizen Dale Bryant** recommends an ADA inspector, and an extra clause in contract stating that it is all ADA compliant. Council agrees that a simple contract with changes to supply list, ADA Compliance, and an ADA Inspector is needed.

**6. Discuss and take action on septic installation costs for the new Town Hall site \$6400 bid from CBD.** **Mayor Tara Senkevech** recuses herself from the discussion as she and Citizen Brett Patterson have pledged donated monies toward the septic install to total of \$4000. Council discusses water flow across the property vs. the spray head for the septic system. **Citizen Chad McFarlane** requests agreement be signed with Longhorn Organics before anything is agreed upon for septic. **Citizen Tracie Hibbs** has concern about the building sinking. **Citizen Shelley Smith** asks about septic and parking feasibility study for actual town property. **Councilmember Fowler** suggests looking into low dosage aerobic system for septic. **Councilmember Fowler** agrees to do some research for next meeting.

**7. Discuss and take action on a second year Christmas Lights Contest for Saturday, December 17<sup>th</sup>, 2022. Volunteers needed.** **Mayor Tara Senkevech** calls for volunteers. Motion made by Councilmember Anderson, seconded by Councilmember Vinson .  
**Passes 5:0**

**8. Discuss and take action on a Poetry Community wide Cleanup Day for Saturday, Dec. 10<sup>th</sup>. 7am-7pm. Volunteers needed for 3-hour increments.** Council discusses last year and what will happen this year. **Citizen Tracie Hibbs** asks for more clarification. Motion by **Councilmember Vinson** , seconded by **Councilmember Anderson**. **Passes 5:0**

**9. Discuss and take action on purchasing an online messaging board/forum service the town.** **Councilmember White** explains all the research he has done. Council discusses pros and cons. **Citizen Chad McFarlane** approves of the service, and of the benefits for such a system. **Citizen Shelley Smith** clarifies that Council cannot vote on anything on the forum. **Citizen Patrick Smith** feels that the research was admirable, and that the forum will help with trust issues in town. **Councilmember Anderson** makes motion to accept, seconded by **Councilmember Jaffe**. **Passes 5:0**

**10. Discuss ownership, management and administrative authorities of our town website.** **Mayor Tara Senkevech** gives history of website. **Councilmember Fowler** asks about security of websites, emails, and passwords. **Councilmember Vinson** states that email is separate from website. **Citizen Josh Senkevech** clarifies admins and passwords. **Councilmember Fowler** asks about super admin vs minor admins. **Councilmember Vinson** volunteers to help with processes for computer sites. **Councilmember Fowler** asks about ownership of website. Council discusses moving the responsible email to town secretary account. **Citizen Kevin Senkevech** speaks on backups for the sites. **Citizen Tracie Hibbs** asks how information will be transferred to new council. She recommends IT Solutions to monitor sites.

**11. Discuss and take action on an ordinance Repealing the local Sales & Use Tax Exemption on Telecommunications Services and providing notice to the Comptroller of Public Accounts for the State of Texas.** **Mayor Tara Senkevech** gives history of



issue. **Councilmember White** and **Councilmember Vinson** discuss landlines and cell phones. **Mayor Tara Senkevech** says that she is looking to replace lost income. **Citizen Tracie Hibbs** reinforces that a lot of Poetry's citizenry is retired and that every penny counts. **Citizen Chad McFarlane** asks about percentages of tax and reiterates that point-of-sale issues should be avoided. Council decides more research is needed.

**j) General Comments:**

**Citizen Chad McFarlane** passes out profit and loss statements, showing appreciation for increased transparency. He points out a few discrepancies. Encourages Poetry to be more exact, and continue with efforts towards transparency.

**Citizen Jack Senkevech** expresses gratitude to council, mayor, and volunteers working for Poetry. Praises the meeting for the spirit of cooperation. *Well done, Poetry!*

***Mayor Tara Senkevech adjourns meeting at 9:38 pm.***

***Minutes typed by volunteer Sheri Vinson.***

**STATE OF TEXAS  
COUNTIES OF KAUFMAN AND HUNT  
CITY OF POETRY, TEXAS**

**BE IT REMEMBERED THAT ON THIS DAY OF THE 23<sup>rd</sup>** of January 2023 at 6:30 pm, the City Council of Poetry, Texas, held a special town hall meeting at 11214 FM 1565 Poetry, Texas, 75160 with the following present:

Mayor Tara Senkevech  
Councilmember Tom Anderson  
Councilmember Mike Jaffe

Councilmember Simeon White  
Councilmember Terry Fowler  
Councilmember Brian Vinson

**a) Call Town Council to order-**

Mayor Senkevech called the meeting to order at 6:30pm.

**b) Roll call to confirm quorum. –Robin Boles, Volunteer Clerk-**

Robin Boles, Volunteer Clerk, confirmed all Council Members were present.

**c) Pledge of allegiance**

**d) Invocation-** Council Member White led the Pledge of Allegiance and Invocation.

**e) CITIZEN COMMENTS:**

**f) Items of Community Interest-**

Mayor Senkevech thanked Mayor Pro Tem Anderson for the installation of the frost-free faucet at the new Town Hall site. She also commented that the Council has had 33 meetings with no absences.

Mayor Senkevech also reminded citizen to report road repair to poetry.org.

**g) Report--Memorandum regarding Incorporation Election-**

A motion was made to move Item g) Report to Item 2 by Councilmember Vinson and seconded by Councilmember White

**h) Regular Agenda:**

**Executive Session:** In accordance with Texas Government Code, Section 551.001, et seq., the Town Council will recess into Executive Session (closed meeting) to discuss the following:

1. Texas Government Code Section 551.071, Consultation with Attorney, to conduct a private consultation with its attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflict with this chapter: Rules of Procedure, relating to issues involving the Incorporation Election, Upcoming Election, pending legal invoices,

legal advice on Planning and Zoning, Right of Way Ordinance and council legal training.

Mayor Senkevech convened into Executive Session at 6:36 p.m.

**2. Reconvene into Open Session and take action, if any, on matters discussed in Executive Session-**

Reconvened from Executive Session at 9:27 p.m.

**Councilmember Vinson** discussed the memo regarding Rules of Procedure relating to issues involving the Incorporation Election and stated the procedures for release were not followed as requested by the Council. Going forward the memo will be presented as released from the Council and will be posted online and as a popup on the website.

**Councilmember Jaffe** spoke on the upcoming election stating the Notice of Election will be posted soon. He suggested the upcoming candidates use the Ethics Commission website for paperwork and that they are very helpful. The reason for the delay in posting is because the City Secretary is in charge of all postings and accepting applications. The Town has not had a City Secretary and hopes that will be resolved soon.

**Citizen, Tracie Hibbs**, spoke on the election stating that some election deadlines have been missed but hopes a remedy is coming .

**Councilmember Jaffe** stated that he thought the ROW Ordinance is a good document and much needed for the Town to regulate lines that are being installed inside the ROW.

**Mayor Senkevech** reminded everyone that it does not apply to residence.

**Mayor Pro Tem Anderson** made motion to approve the Right of Way Ordinance for the Town of Poetry as written. **Councilmember Jaffe** seconded the motion. The motion was approved with a unanimous vote.

**3. Report and Accept Amanda Bunch resignation submitted Thursday Discuss and take action on candidate Jana Shelton, retired City Manager, for the City Secretary vacancy.**

**Mayor Senkevech** stated that Ms. Bunch had resigned after working four hours due to a conflict. She introduced Jana Shelton a new candidate for City Secretary. Ms. Shelton is retired from the City of Crandall as City Manager for Crandall. She has sixteen years as City Secretary and then was promoted to Manager.

**Citizen Chad McFarlane** spoke to the Council stating he felt the finances should be updated for the Council to make good decisions for money allocated for payroll.

**Citizen Robin Followill** spoke to the Council regarding new City Secretary.

**Citizen Shelly Smith**, asked if the job description for City Secretary had changed from last week?

**Mayor Pro Tem Anderson** made a motion to accept Amanda Bunch's resignation and to hire Jana Shelton as City Secretary. **Councilmember White** seconded the motion. The motion carried with a unanimous vote of the Council.

**4. Discuss and take action on Kaufman County Project Sheet 03. -**

Discussion was held regarding the Kaufman County Project Sheet 03. **Mayor Senkevech** stated the cost is 6,520.00. The streets include Four Post, Gate Lane, Green Meadows Lane and CR 323. Council requested clarification on what exactly is covered and will there be hot or cold mix used. **Mayor Pro Tem Anderson** stated they are having a meeting with Kaufman County and will discuss. **Mayor Pro Tem Anderson** made a motion to approve Agreement with clarification on shoulder repair and potholes. Councilmember Vinson seconded the motion. The motion passed unanimously.

**i) General Public Comments-**

Tracie Hibbs spoke to the Council about holding the Council accountable for finances of the City.

**j) Adjournment -**

The meeting was adjourned at 9:59 pm.

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**Mayor, Tara Senkevech**

**Attest:**

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**Jana Shelton, City Secretary**



**STATE OF TEXAS  
COUNTIES OF KAUFMAN AND HUNT  
TOWN OF POETRY, TEXAS**

**BE IT REMEMBERED THAT ON THIS DAY OF THE** 17th day of January, 2023  
at 6:30 pm, the Town Council of Poetry, Texas, held a regular town council meeting  
and workshop at 11214 FM 1565 Poetry, Texas, 75160 with the following present:

Mayor Tara Senkevech  
Councilmember Tom Anderson  
Councilmember Mike Jaffe

Councilmember Simeon White  
Councilmember Terry Fowler  
Councilmember Brian Vinson

*Mayor called the meeting to order at 6:30 pm.*

Sheri Vinson, clerk, confirmed quorum. All council members were present.  
**Councilmember Jaffe** led Pledge of Allegiance and Invocation.

**g. Reports**

1. Interlocal Agreement two years with Hunt County signed and filed.
2. **Financial Report** – December end 2022.

**Mayor Tara Senkevech** gave a recap of donations, deposits, and credits.

**h) Consent Agenda:**

1. **Minutes for November 15<sup>th</sup> Regular Council Meeting 2023.** Moved to regular agenda.
2. **Minutes for November 22<sup>nd</sup> Special Council Meeting 2023.** Councilmember Anderson makes motion, seconded by Councilmember White. Passes 5:0

**i) Regular Agenda:**

**h-1. Minutes for November 15<sup>th</sup> Regular Council Meeting 2023.** Postponed for research.

**1. Discuss and take action on Candidate, Amanda Bunch, for City Secretary vacancy.** Council questions Mrs. Bunch about various things. **Citizen Shelley Smith** asks various questions about the secretary position. **Citizen Robbyn Followill** says she feels Mrs. Bunch will do well if she can handle the demands of the town. **Councilmember Anderson** makes motion to accept Amanda Bunch as Town Secretary, seconded by **Councilmember White.** **Passes 5:0**

**2. Discuss Oncor regarding revenues for the Town of Poetry.**

**Mayor Tara Senkevech** reads letter from Oncor. Council discusses the issue.

**Councilmember Fowler** is concerned about the liabilities. Council deduces that Poetry

may owe monies from overpayment by Oncor, but citizens will not receive a refund. **Citizen Patrick Smith** asks for copy of the letter from Oncor.

**3. Discuss and take action on the TXDOT report for FM 986.**

TXDOT recommends dropping speed limit by 5 miles. Council discusses pros and cons of raising/lowering speed limit. **Mayor Tara Senkevech** says state will pay for signs. **Citizen Shelley Smith** refers to previous poll taken about speed limit and recommends a new poll. **Citizen Robbyn Followill** suggests a stop light at 986 and 3486. **Councilmember Fowler** requests more specific data, and **Councilmember Vinson** concurred. **Councilmember White** asks for more time on this issue for research and clarification of facts. **Mayor Tara Senkevech** feels very strongly that 55 mph in the heart of the town is too fast. No action taken.

**4. Discuss and take action on the Right of Way Ordinance presented.**

Council discusses the changes made to the original. **Citizen Robbyn Followill** offers her expertise in looking over the document for the town. **Citizen Bruce Seat** suggests a quick decision on this.

Mayor Tara Senkevech call for 5 minute recess.

**5. Discuss and take action on the proposed Town of Poetry Voluntary Fund.**

**Councilmember Vinson** explains proposal, reasons for putting it forward. Council discusses pros and cons. **Citizen Chad West** expresses concerns over a third party taking this for the town, and feels the proposal needs to be written in such a way as this is a promise of no property taxes. **Citizen Patrick Smith** praises Councilmember Vinson for the work done but is concerned about the use of a non-profit organization. **Citizen Mike Griffin** warns against donations having designations.

**6. Discuss and take action on ordinance regarding Electioneering in the Town of Poetry. {Taken directly from Lakewood Village then edited}.**

**Councilmember Vinson** suggests an edit. **Councilmember White** wants to know why the document is needed. **Council** decides to research further. **Citizen Shelley Smith** asks if candidates can campaign at Town Hall. **Citizen Robbyn Followill** recommends more thought be put into the moderator. **Citizen Patrick Smith** is concerned about discrepancies between original and what was presented.

**7. Discuss and take action on approving Town of Poetry Oaths of Office for all elected officials.**

Council decides to ask legal about this item.

**8. Discuss and take action on paying Hunt County Election invoice for \$5763.58**

**Councilmember Vinson** makes motion to pay, seconded by **Councilmember Anderson**.  
**Passes 5:0**

**9. Discuss and take action on paying August \$5132.42, September \$5376.28 and October \$4446.34 invoices for Messer-Fort McDonald totaling \$14955.04 but**

**discounting the \$5764.58 from the Hunt election and \$575 from the Kaufman Election that had to be revisited for a revised total of \$8705.46.**

**Mayor Tara Senkevech** gives reason for numbers. **Citizen Chad McFarlane** expresses concerns over when payments are made vs when item was in the budget. **Citizen Kevin Senkevech** agrees with Mayor about the numbers suggested. **Councilmember Anderson** requests an invoice showing the difference. Council discusses pros and cons, and decides to save this discussion for next Executive Session.

**10. Discuss and take action on construction items regarding the new Town Hall site.**

**Mayor Tara Senkevech** gives numbers on parking, ramp, and railings. Council discusses finances, and expresses concerns over all bottom lines. **Citizen Chad McFarlane** approves of the financial discussion. **Citizen Chad West** asks for clarification on the projected future costs. **Citizen Dale Bryant** asks for honest conversation concerning the Town Hall. **Citizen Robbyn Followill** asks about handicapped parking spaces, and expresses concerns about a wooden ramp vs cement. **Councilmember Vinson** asks if a small committee could help with the presentation of the rest of the budget.

**11. Discuss and take action on the Comprehensive Plan and Future Use Map.**

**Citizen Chad McFarlane** states he is against the Comprehensive Plan because it includes ETJ. **Citizen Katherine Hardwicke** thanks everyone for the hard work that has been put into the plan, and explains the current map. **Citizen Dale Bryant** further explains the map. **Citizen Robbyn Followill** explains why we need this plan. **Citizen Patrick Smith** asks for clarification of map. **Citizen Mike Griffin** says that the Comprehensive Plan is much needed for the future of Poetry. **Councilmember Vinson** asks what authority town would have in the ETJ. **Councilmember White** gives details on the plan, the map, and the future possibilities for Poetry. **Councilmember Anderson** makes motion to accept the Comprehensive Plan and Future Use Map, seconded by **Councilmember White**.

**Passes 3:2**

**12. Discuss and consider items to promote Agriculture in our area.**

**Mayor Tara Senkevech** gives different ideas for how to encourage new generations towards Agriculture.

**j) General Comments:**

**Citizen Dale Bryant** expresses concerns about full use of 3 minutes. **Citizen Robbyn Followill** asks again about a poll on the website concerning speed limits, and asks about the memo concerning findings on incorporation.

**Mayor Tara Senkevech adjourns meeting at 10:23 pm.**

**Town of Poetry**  
**Balance Sheet**  
**As of February 16, 2023**

	<u>Feb 16, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
American National Bank of Texas	29,329.78
<b>Total Checking/Savings</b>	<u>29,329.78</u>
<b>Accounts Receivable</b>	
Accounts Receivable	7,955.50
<b>Total Accounts Receivable</b>	<u>7,955.50</u>
<b>Total Current Assets</b>	37,285.28
<b>Fixed Assets</b>	
1605 Land	100,000.00
1650 Construction in Progress	14,473.59
<b>Total Fixed Assets</b>	<u>114,473.59</u>
<b>TOTAL ASSETS</b>	<u><u>151,758.87</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	33,723.46
<b>Total Accounts Payable</b>	<u>33,723.46</u>
<b>Total Current Liabilities</b>	<u>33,723.46</u>
<b>Total Liabilities</b>	33,723.46
<b>Equity</b>	
Retained Earnings	135,682.47
Net Income	-17,647.06
<b>Total Equity</b>	<u>118,035.41</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>151,758.87</u></u>



**Town of Poetry**  
**Profit & Loss**  
**October through December 2022**

	Oct - Dec 22
<b>Income</b>	
4000 Franchise Fees Electric	
4010 Oncor Franchise Fees	4,192.55
4020 FEC Franchise Fees	11,237.20
<b>Total 4000 Franchise Fees Electric</b>	<b>15,429.75</b>
4100 Franchise Fees Solid Waste	
4110 AWT Solid Waste Franch Fee	2,515.00
4120 CRS Solid Waste Franch Fee	8,322.00
4130 CARDS Solid Waste Franch	1,462.50
4140 Titan Solid Waste Franch	1,529.50
<b>Total 4100 Franchise Fees Solid Waste</b>	<b>13,829.00</b>
4300 Public Information Req	12.75
4500 Donations	5,094.02
<b>Total Income</b>	<b>34,365.52</b>
<b>Expense</b>	
5000 Secretarial Exp-Wages	1,732.50
5100 Office Supplies	317.18
5200 Shipping and Postage	53.68
5300 Newspaper Publications	503.11
5400 Professional Membership	324.38
5600 Survey, Mapping & Engineer	150.00
5700 Tech Support & Serv	
5710 Website-Admin	517.76
5720 Info Tech Internet	456.94
5740 Internet Phone Services	19.48
5700 Tech Support & Serv - Other	19.48
<b>Total 5700 Tech Support &amp; Serv</b>	<b>1,013.66</b>
5800 Legal Fees	24,432.15
5900 Town Insurance	
5920 Building Insurance	359.66
5930 Town Liability Ins	-307.94
<b>Total 5900 Town Insurance</b>	<b>51.72</b>
6000 Capital Expenditure	
6050 Cap Exp Outdoor Lighting	455.81
6000 Capital Expenditure - Other	250.00
<b>Total 6000 Capital Expenditure</b>	<b>705.81</b>
6100 Road Repair & Maint	7,800.00
6200 Grounds & Building Care	150.00
6400 Building Utilities Exp	
6420 Parking Lot Rental Expense	500.00
6400 Building Utilities Exp - Other	40.70
<b>Total 6400 Building Utilities Exp</b>	<b>540.70</b>
6410 Reimburse Church/Utilities	200.00
6500 Audit Expense	4,250.00
<b>Total Expense</b>	<b>42,224.89</b>
<b>Net Income</b>	<b>-7,859.37</b>

### Town of Poetry Profit & Loss Budget vs. Actual

October through December 2022

	Oct 22				Nov 22				Dec 22				TOTAL			
	Budget	\$ Over Bu...	% of Budget		Budget	\$ Over Bu...	% of Budget		Budget	\$ Over Bu...	% of Budget		Budget	\$ Over Bu...	% of Budget	
<b>Income</b>																
3000 Use of Prior Year Excess									7,349.42	-7,349.42			7,349.42	-7,349.42		
4000 Franchise Fees Electric																
4010 Oncor Franchise Fees								4,192.55				4,192.55				
4020 FEC Franchise Fees								11,237.20				11,237.20				
4000 Franchise Fees Electric - Other									14,000.00	-14,000.00			14,000.00	-14,000.00		
<b>Total 4000 Franchise Fees Electric</b>								15,429.75	14,000.00	1,429.75	110.2%	15,429.75	14,000.00	1,429.75	110.2%	
4100 Franchise Fees Solid Waste																
4110 AWT Solid Waste Franch Fee	2,515.00												2,515.00			
4120 CRS Solid Waste Franch Fee	8,222.00							100.00					8,322.00			
4130 CARDS Solid Waste Franch				1,482.50									1,482.50			
4140 Titan Solid Waste Franch	1,529.50												1,529.50			
4100 Franchise Fees Solid Waste - Other									8,500.00	-8,500.00			8,500.00	-8,500.00		
<b>Total 4100 Franchise Fees Solid Waste</b>	12,266.50	12,266.50	100.0%	1,482.50	1,482.50	100.0%	100.00	8,500.00	-8,400.00	1.2%	13,829.00	8,500.00	5,329.00	162.7%		
4300 Public Information Req	12.75	12.75	100.0%										12.75	12.75	100.0%	
4400 Sales Tax Revenue																
4500 Donations	319.02			444.00				4,331.00				5,094.02				
<b>Total Income</b>	12,598.27	12,598.27	100.0%	1,906.50	1,906.50	100.0%	19,860.75	29,849.42	-9,988.67	86.5%	34,385.52	29,849.42	4,516.10	115.1%		
<b>Expense</b>																
5000 Secretarial Exp-Wages	821.25	821.25	100.0%	911.25	911.25	100.0%		2,625.00	-2,625.00		1,732.50	2,625.00	-892.50	66.0%		
5050 Payroll Exp																
5065 Bank and Misc Fees																
5100 Office Supplies	111.30	111.30	100.0%	79.40	79.40	100.0%	126.48	1,250.00	-1,123.52	10.1%	317.18	1,250.00	-932.82	25.4%		
5130 Dues/Membership Admin																
5200 Shipping and Postage				5.68	5.68	100.0%	48.00		48.00	100.0%	53.68		53.68	100.0%		
5300 Newspaper Publications	209.00	209.00	100.0%	56.37	56.37	100.0%	237.74	225.00	12.74	105.7%	503.11	225.00	278.11	223.6%		
5393 Repair & Maint - Admin																
5398 Town Maint & Clean Up																
5400 Professional Membership								324.38	375.00	-50.62	86.5%	324.38	375.00	-50.62	86.5%	
5500 Educate Exp,CM,Mayor,Sec									150.00	-150.00			150.00	-150.00		
5600 Survey, Mapping & Engineer				150.00	150.00	100.0%		825.00	-825.00		150.00	825.00	-475.00	24.0%		
5700 Tech Support & Serv																
5710 Website-Admin				19.48	19.48	100.0%	498.28		498.28	100.0%	517.76		517.76	100.0%		
5720 Info Tech Internet							456.94		456.94	100.0%	456.94		456.94	100.0%		
5730 Misc Tech Equipment																
5740 Internet Phone Services	19.48	19.48	100.0%								19.48		19.48	100.0%		
5750 IT Maintenance/Misc								225.00	-225.00			225.00	-225.00			
5760 Alarm Security																
5700 Tech Support & Serv - Other				19.48	19.48	100.0%					19.48		19.48	100.0%		
<b>Total 5700 Tech Support &amp; Serv</b>	19.48	19.48	100.0%	38.96	38.96	100.0%	955.22	225.00	730.22	424.5%	1,013.68	225.00	788.68	450.5%		
5800 Legal Fees	19,420.87	19,420.87	100.0%	5,011.28	5,011.28	100.0%		10,000.00	-10,000.00		24,432.15	10,000.00	14,432.15	244.3%		
5900 Town Insurance																
5920 Building Insurance	359.66	359.66	100.0%										359.66	359.66	100.0%	
5930 Town Liability Ins				-307.94									-307.94			
5900 Town Insurance - Other																
<b>Total 5900 Town Insurance</b>	359.66	359.66	100.0%	-307.94	-307.94	100.0%					51.72		51.72	100.0%		
6000 Capital Expenditure																
6010 Cap Exp Road Refurbishment								750.00	-750.00			750.00	-750.00			
6020 Cap Exp Signage																
6030 Cap Exp Bldg Improvement								3,750.00	-3,750.00			3,750.00	-3,750.00			
6050 Cap Exp Outdoor Lighting				455.81								455.81				
6070 Cap Exp Office Furniture								250.00	-250.00			250.00	-250.00			
6000 Capital Expenditure - Other				250.00								250.00				
<b>Total 6000 Capital Expenditure</b>				705.81	705.81	100.0%		4,750.00	-4,750.00		705.81	4,750.00	-4,044.19	14.9%		
6100 Road Repair & Maint	7,800.00	7,800.00	100.0%									7,800.00	4,785.00	3,035.00	163.7%	
6200 Grounds & Building Care	150.00	150.00	100.0%									150.00		150.00	100.0%	
6300 Election Expense								5,000.00	-5,000.00			5,000.00	-5,000.00			
6400 Building Utilities Exp																
6420 Parking Lot Rental Expense							500.00				500.00					
6400 Building Utilities Exp - Other							40.70	1,122.50	-1,081.80	3.6%	40.70	1,122.50	-1,081.80	3.6%		
<b>Total 6400 Building Utilities Exp</b>							540.70	1,122.50	-581.80	48.2%	540.70	1,122.50	-581.80	48.2%		
6410 Reimburse Church/Utilities	50.00	50.00	100.0%	100.00	100.00	100.0%	50.00	212.50	-162.50	23.5%	200.00	212.50	-12.50	94.1%		
6500 Audit Expense							4,250.00	4,250.00		100.0%	4,250.00	4,250.00		100.0%		
6600 Rainy Day Fund Exp								2,428.08	-2,428.08			2,428.08	-2,428.08			
6700 Miscellaneous								125.00	-125.00			125.00	-125.00			

**Town of Poetry  
Profit & Loss Budget vs. Actual**

October through December 2022

	Oct 22				Nov 22				Dec 22				TOTAL			
	Budget	\$ Over Bu...	% of Budget		Budget	\$ Over Bu...	% of Budget		Budget	\$ Over Bu...	% of Budget		Budget	\$ Over Bu...	% of Budget	
Total Expense	28,941.56	28,941.56	100.0%		6,750.81	6,750.81	100.0%		6,532.52	38,128.08	-31,595.56	17.1%	42,224.89	38,128.08	4,096.81	110.7%
Net Income	-16,343.29	-16,343.29	100.0%		-4,844.31	-4,844.31	100.0%		13,328.23	-8,278.66	21,606.89	-161.0%	-7,859.37	-8,278.66	419.29	94.9%