

Jay G. Foy, Mayor  
James E. Woods, Vice Mayor  
Jerry E. Beavers, Council Member  
Lawrence Gordon, Council Member  
Mark C. Uptegraph, Council Member  
Janice C. Rutan, Town Administrator  
John Fenn Foster, Town Attorney



**Town Council  
Workshop  
Town Hall Council Chambers  
4585 Charlotte Street  
Haverhill  
Tuesday, November 5, 2013  
**NOON****

**AGENDA**

- I. Call to Order
- II. Presentations/Proclamations
  - a. Presentation of Sam and Dania Johnson: re: dine in tables in retail food store located at 1093 North Military Trail
- III. Council, Attorney and Staff Reports
- IV. Old Business
- VI. Adjournment

Notice: If any person decides to appeal any decision of the Town Council at this meeting, he/she will need a record of the proceedings and for this purpose; he/she needs to ensure that a verbatim record of the proceedings is made. The record must include the testimony and evidence upon which the appeal is to be based, pursuant to F.S. 286.0105. The Town of Haverhill does not prepare nor provide such verbatim record.

In accordance with the provisions of the American with disabilities Act (ADA), this document can be made available in an alternate format (large print) upon request. Special accommodations can be provided upon request with three (3) days advance notice of any meeting, by contacting Janice C. Rutan, Town Administrator, at the Haverhill Town Hall, 4585 Charlotte Street, Haverhill, Florida. Phone Number (561) 689-0370 Facsimile Number (561) 689-4317

**TOWN OF HAVERHILL  
Town Council Workshop  
November 5, 2013  
Town Hall – 4585 Charlotte Street**

**OFFICIAL MINUTES**

Pursuant to the foregoing notice, a Haverhill Town Council Workshop was held on Tuesday, November 5, 2013 at the Town Hall, 4585 Charlotte Street, Haverhill. Those present were Jay Foy, Mayor; James Woods, Vice-Mayor, Jerry Beavers, Council Member, Lawrence Gordon, Council Member; and Mark Uptegraph, Council Member. Also present were John Foster, Town Attorney; Jon Schmidt, Town Planner, Jessica Green, Deputy Town Clerk, Joseph Roche, Director of Public Services and Janice C. Rutan, Town Administrator.

**I. CALL TO ORDER**

Mayor Foy called the Workshop to order at Noon.

**II. PRESENTATIONS/PROCLAMATIONS**

**a. Presentation of Sam and Dana Johnson: re: dine in tables in retail food store located at 1093 North Military Trail**

Administrator Rutan explained that the Johnson's wanted to discuss the plans for a possible retail food store or restaurant in Town and that they wanted to know what the next step in the process would be.

Mr. and Mrs. Johnson introduced themselves.

Mr. Johnson explained that they were proposing to have a meat and produce market in the shopping plaza on Military Trail where the Island Meat and Produce Market used to be. He stated that he wanted to keep the same concept but downsize on the produce. They wanted to add a deli for hot and cold sandwiches. He stated that they wanted to keep it simple. His wife who was from the Caribbean would be making conch salads and conch fritters. He stated that he would stay within the parameters of what the Town allowed.

Mayor Foy asked how many tables would be in the market.

Mr. Johnson stated that they were proposing to have approximately 4 to 5 tables but he wanted to keep the business model as a call in and take-out business.

Council Member Beavers asked if they already had an existing business.

Mr. Johnson explained that they had a business located on the southwest corner of Dixie Highway and Southern Boulevard but the property was bought out for a Walgreens to be built there and they had to move.

Discussion ensued regarding possible parking issues and solutions.

Vice-Mayor Woods asked how many tables were at their other business location.

Mr. Johnson stated that there were approximately 7 or 8 tables but the majority of their business was take-out. On the weekends more people would sit down and relax. He stated that the new location would mainly be take-out.

Mayor Foy explained that a vote would not take place at the workshop but that whatever decision was made by Council, he anticipated that there would be a limit placed on the number of tables allowed at the market.

Administrator Rutan explained that Mr. Johnson would maintain the current Business Tax Receipt for the new business.

Mayor Foy explained that the Council would most likely accept their business but would most likely have conditions.

Administrator Rutan stated that if they wanted a restaurant they would have to apply for a Special Exception.

Vice-Mayor Woods asked if there were any restrictions from the landlord.

Mr. Johnson stated that the landlord had no issues and that he wanted to comply with the Town of Haverhill's requirements.

Administrator Rutan asked what the hours of operation would be.

Mr. Johnson stated that it would be between the hours of 10 a.m. and 8 p.m. and possibly stay open until 10 p.m. on the weekends.

Vice-Mayor asked if there would be any outdoor activity such as produce or seating outside.

Mr. Johnson stated that it would all depend on how the Council voted and that they would want to stay within the parameters of the Town's requirements.

Discussion ensued regarding parking issues and possible solutions.

Attorney Foster asked if they had already received their Health Department permit.

Ms. Johnson stated that they were waiting to see what the Town would allow.

Attorney Foster stated that normally the Town requires that all other licenses and permits be in place before issuing a Town Business Tax Receipt.

Administrator Rutan explained that before the Johnson's move forward they would like to be sure they would be issued a Business Tax Receipt or if they would need to apply for a Special Exception. She stated that she wanted the Council to be aware of what the Johnson's were proposing.

Discussion continued regarding the type of business the Johnson's were proposing.

Administrator Rutan asked what the name of the business would be.

Mr. Johnson stated that the name of the business was Sheila's Famous.

Administrator Rutan stated that staff would review the code and make a recommendation to Council.

Mr. and Mrs. Johnson thanked Council and staff for their time.

### III. COUNCIL, ATTORNEY AND STAFF REPORTS

Vice-Mayor Woods stated that the Town Halloween Event was a success and that over 200 people participated. The Town also had tremendous support from volunteers and staff also did a terrific job. He stated that the Special Events Committee was planning a Town Yard Sale for November 16<sup>th</sup>.

Administrator Rutan gave an update on the Cyprus Lane and Park Lane project. She passed a copy of the topographical plans and stated that she could also send them electronically. Town Engineer Renault will review them and make his recommendation.

Mayor Foy gave an update on the FEMA maps. He stated that the deadline to submit additional data was November 30, 2013. He stated that the Haverhill map results remained the same.

Discussion ensued regarding the FEMA maps.

Administrator Rutan informed Council that a resident had stated to her that Lake Worth Drainage District was getting rid of all of the canals because children could drown in them and that pipes would be installed in all of the canals.

She asked Council if they wanted to pay IPARC the \$900 in annual dues. She stated that Ms. Yeskey assured her that all of their concerns regarding IPARC would be addressed.

The Council came to consensus to pay the \$900 in annual dues to IPARC.

Council Member Gordon asked for an update on the Kingdom Hall of Jehovah Witnesses project.

Administrator Rutan stated that they wanted to have a public hearing in December and she informed them that they would need to submit all of their paperwork by Friday.

She stated that DR Horton had purchased the former Emerald Cove property.

### IV. OLD BUSINESS

Administrator Rutan stated that she put Ms. Sandra Vanneck on notice that the gentleman living on her property in a shed was in violation of the Town code.

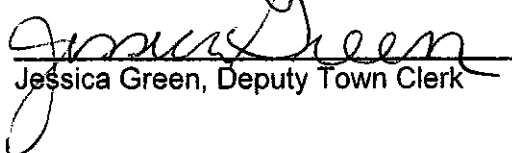
Council Member Beavers stated that the Legislative Round Table would be taking place on November 20, 2013 in Atlantis.

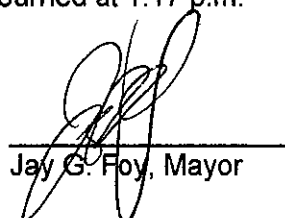
Administrator Rutan stated that the Tri-Cities Bar B Q was scheduled for December 6, 2013.

### V. ADJOURNMENT

There being no further business, the Workshop adjourned at 1:17 p.m.

Approved: December 12, 2013

  
Jessica Green, Deputy Town Clerk

  
Jay G. Foy, Mayor