

**TOWN OF HAVERHILL
TOWN COUNCIL SPECIAL MEETING
MONDAY, SEPTEMBER 8, 2025
6:00 P.M.
OFFICIAL MINUTES**

The special monthly meeting of the Haverhill Town Council was held on Monday, September 8, 2025, at the Town Hall, 4585 Charlotte Street, Haverhill, FL.

CALL TO ORDER

Mayor Foy called the meeting to order at 6:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Foy offered the Invocation and led in the Pledge of Allegiance.

ROLL CALL

Town Administrator Stevens called the roll, and Council Members present were Mayor Jay Foy, Vice Mayor Lawrence Gordon, Council Member Ray Caranci, Council Member Teresa Johnson, and Council Member Dennis Withington. Town Staff present included Town Attorney John Foster and Town Administrator Tracey Stevens. With a quorum present in the Council Chambers, the meeting proceeded.

COMMENTS FROM THE PUBLIC

There were no comments offered from the public at this time.

APPROVAL OF THE AGENDA

Mayor Foy inquired if there were any additions, deletions, or modifications to the agenda, and there were none.

Council Member Caranci moved to approve the agenda as submitted; seconded by Council Member Withington. Motion carried 5-0.

APPROVAL OF THE CONSENT AGENDA

1. Approval of D.R. Horton's Performance Bond Release for Haverhill Courts Development

Council Member Caranci moved to approve the consent agenda as submitted; seconded by Council Member Johnson. Motion carried 5-0.

REGULAR AGENDA

PUBLIC HEARING ON THE FY26 TENTATIVE BUDGET

2. Tentative Budget Hearing for FY26

- a. **Town Administrator's Presentation of the Tentative Budget & Proposed Millage Rate for the FY2025/2026 Budget**

Town Administrator Stevens presented the tentative budget and proposed millage rate of 3.9000 which is a decrease of the current millage rate of 4.0500. She recommended that the Council adopt the balanced tentative General Operating budget in the amount of \$1,731,200; the Special Revenue Infrastructure Surtax Fund budget in the amount of \$206,000; and the Special Revenue Building Department Fund budget in the amount of \$142,000 for the fiscal year October 1, 2025, through September 30, 2026.

- b. **Announce the Town of Haverhill Computed Millage Rate is Higher Than the Rolled Back Rate of 3.7671 by 3.53%. The millage to be levied is 3.9000.**

- c. **Public Comment & Comments from Town Council Members**

Mayor Foy called for public comments and there were none.

SPECIAL TOWN COUNCIL MEETING MINUTES OF SEPTEMBER 8, 2025

Council Member Caranci commended Town Administrator Stevens for reducing the millage rate. Mayor Foy noted that property values are increasing along with the expenses, so he appreciates that the millage rate was able to be lowered. Vice Mayor Gordon asked how much the values went up and Town Administrator Stevens stated that the values increased by 13.2% this year. Council Member Johnson asked about the movement of the salaries from one fund to another and Town Administrator Stevens explained that a portion of the Town Administrator's salary and Deputy Clerk's salary was budgeted in the Building Fund for the current year to help deplete the Building Fund reserves that need to be utilized within a certain timeframe. Those salaries have been moved back to the general operating fund this year, and the Assistant Town Clerk/Permits Technician salary is budgeted in the Building Fund. Council Member Johnson asked if the contingency line item of \$13,926 is the overall contingency of the town, and Town Administrator Stevens explained that the contingency line item is the balancing line in the budget and is utilized for emergencies throughout the year. She stated that the contingency line is not the same as the reserves of the town and explained that the town has a healthy reserve of around 100% of the budget which is a good position for the town to be in especially when the legislature is discussing the elimination of property taxes. Mayor Foy stated that when a town has a small budget like the Town of Haverhill, it is good to have a healthy reserve in case of a catastrophic event such as a natural disaster. He stated the percentage is a little misleading as it assumes the Town has more reserves than needed which is not necessarily the case.

- d. **Resolution No. 2025-13: Adoption of Tentative Millage Rate for FY2025/2026**
Town Attorney Foster read Resolution No. 2025-13 into the record by title only.
Council Member Withington moved to adopt Resolution No. 2025-13 at 6:11 PM; seconded by Council Member Johnson. Motion carried 5-0.
- e. **Resolution No. 2025-14: Adoption of Tentative Budget for FY2025/2026**
Town Attorney Foster read Resolution No. 2025-14 into the record by title only.
Council Member Caranci moved to adopt Resolution No. 2025-14 at 6:12 PM; seconded by Council Member Withington. Motion carried 5-0.
- f. **Announce the second/final hearing on the FY2025/2026 Budget will be held at 6:00 p.m. on Thursday, September 25, 2025, at Town Hall**

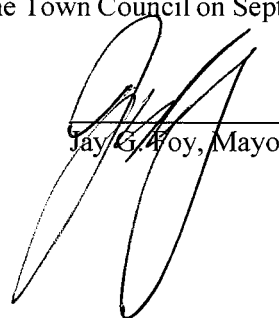
ADJOURNMENT

There being no further business to come before the Town Council, the meeting was adjourned at 6:13 p.m.

Minutes prepared by Town Administrator Stevens and adopted by the Town Council on September 25, 2025.

Approved: _____

Tracey L. Stevens, Town Administrator


Jay G. Foy, Mayor