

**TOWN OF HAVERHILL
TOWN COUNCIL REGULAR MEETING
THURSDAY, APRIL 9, 2026
6:00 P.M.
OFFICIAL MINUTES**

The regular monthly meeting of the Haverhill Town Council was held on Thursday, April 9, 2026, at the Town Hall, 4585 Charlotte Street, Haverhill, FL.

CALL TO ORDER

Vice Mayor Gordon called the meeting to order at 6:01 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Vice Mayor Gordon offered the Invocation and led in the Pledge of Allegiance.

ROLL CALL

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

COMMENTS FROM THE PUBLIC

Vice Mayor Gordon called for public comments, and there were none.

APPROVAL OF THE AGENDA

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

Council Member Johnson moved to approve the agenda as submitted; seconded by Council Member Withington. Motion carried 4-0.

APPROVAL OF THE CONSENT AGENDA

1. Approval of the Minutes of the Regular Meeting of March 12, 2026
2. Acceptance of the Treasurer's Report for February 2026
3. Approval of Budgeted Expenditures Not to Exceed \$29,500 for Camera System Upgrades along with \$2,880 for Annual Camera Monitoring Services to be Performed by Essential Net Solutions, Inc. Under the Town's Current Professional Services Agreement for Information Technology/Managed Technology Services.

Council Member Uptegraph moved to approve the consent agenda as amended; seconded by Council Member Withington. Motion carried 4-0.

PRESENTATIONS & INTERAGENCY REPORTS

4. Palm Beach County Sheriff's Office

Deputy Ekstrom reported on the statistics for the past 30 days which included traffic citations and noise complaints.

5. Palm Beach County Fire Rescue

Chief Martinez reported on the statistics for the past 30 days which included 22 calls with an average response time of 6.44 and call out time of 50 seconds. He mentioned that they responded to 6 vehicle accidents. The annual PBCFR report will be presented next month. The Seminole/Westgate station will open next month, and tours will be available.

6. Vulnerability Assessment Final Results

Georgia Vince of Tetra Tech, the Consultant for the Vulnerability Assessment, presented the final results of the vulnerability assessment that was performed for the Town along with other small municipalities with the assistance of Palm Beach County staff. The vulnerability assessment was mandated by the state and funded through a grant. Once the Department of Environmental Protection accepts the assessment and it is finalized, the Town may begin applying for grants to begin resiliency projects.

Vice Mayor Gordon asked if the Town had experienced any flooding with the heavy rains the past several days, and Town Administrator Stevens stated there has been no flooding observed by staff.

Town Engineer McLeod stated he would go through the maps and study the critical areas to make recommendations on stormwater improvements if needed. He noted that the study looks at 500-year flooding models, when we typically look at 100-year flooding models.

7. Town Engineer's Street Assessment Presentation

Town Engineer McLeod presented the street assessment results, explaining the methodology and potential construction costs. Town Administrator Stevens mentioned that she will utilize the results to begin the capital improvements plan for the budget. She indicated that it is her intention to place the public roads with the worst scores in the budget first for mill and overlay and then move down the line until all roads in the rotation have been completed. Once all roads are completed several years later, the rotation will begin again, or a new study may need to be completed depending on observations. She mentioned that the infrastructure surtax funds may be utilized until exhausted, and then all funds for road work will be derived from funds in the general fund such as fuel tax and ad valorem tax.

Council Member Johnson asked if stormwater drainage projects would be considered in conjunction with the mill and overlay projects, and Town Engineer McLeod stated that the only drainage projects that would need to be considered are the private roads. Town Administrator Stevens stated that will be part of the conversation when the Council meets with the private road owners on options for maintenance of private roads.

Town Engineer McLeod provided an update on the current construction projects on Charlotte, Concord and Briarwood Drive. He mentioned that the issues on Briarwood Drive stemmed from a broken sewer pipe that Palm Beach County repaired during the construction.

PUBLIC HEARINGS & ORDINANCE READINGS

8. Second Reading and Adoption of Ordinance No. 539:

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, PALM BEACH COUNTY, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE TOWN OF HAVERHILL, BY AMENDING SECTION 38-3, DEFINITIONS, OF CHAPTER 38, TRAFFIC AND VEHICLES, TO PROVIDE A DEFINITION OF STABILIZED SURFACES, AND AMENDING SUBSECTION (C) OF SECTION 58-365, RESIDENTIAL DRIVEWAYS, OF CHAPTER 58, ZONING, TO REFERENCE SAID DEFINITION; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CORRECTION OF SCRIVENERS' ERRORS; PROVIDING FOR CODIFICATION, AN EFFECTIVE DATE AND OTHER PURPOSES.

Town Attorney Foster read Ordinance No. 539 into the record by title only.

Vice Mayor Gordon called for public comments, and there were none.

Council Member Johnson moved to approve Ordinance No. 539 on second reading; seconded by Council Member Withington. Motion carried 4-0.

9. Second Reading and Adoption of Ordinance No. 540:

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HAVERHILL, FLORIDA, ADOPTED IN ACCORDANCE WITH SECTIONS 101.161 AND 166.031, FLORIDA STATUTES, CALLING FOR A REFERENDUM TO BE HELD ON MARCH 9, 2027, PROPOSING TO THE ELECTORATE OF THE TOWN THAT THE TOWN CHARTER BE AMENDED AT SECTION 2.03 BY DELETING THE REQUIREMENT THAT A SPECIAL ELECTION BE HELD FOR ANY VACANCY THAT OCCURS WITH EIGHTEEN MONTHS OR MORE LEFT IN THE TERM OF THE SEAT THAT IS BEING VACATED AND IF NO ONE QUALIFIES FOR THE SPECIAL ELECTION, THAT THE SEAT BE FILLED BY APPOINTMENT OF THE REMAINING MEMBERS OF THE TOWN COUNCIL; PROVIDING THAT IF A VACANCY OCCURS IN A COUNCIL SEAT, THE REMAINING COUNCIL MEMBERS BE AUTHORIZED AND EMPOWERED TO APPOINT A SUCCESSOR WITHIN NINETY (90) DAYS TO FILL THE REMAINDER OF THE TERM; PROVIDING THAT THE REMAINDER OF THE CHARTER SHALL REMAIN IN FULL FORCE AND EFFECT; PROVIDING FOR THE SUBMISSION OF THE PROPOSED BALLOT QUESTION TO THE ELECTORS OF THE TOWN; SETTING FORTH THE FORM OF THE QUESTION TO BE VOTED UPON AT SUCH ELECTION; PROVIDING AN EFFECTIVE DATE FOR THE CHARTER AMENDMENTS SHOULD THE AMENDMENTS BE APPROVED BY THE ELECTORS AT THE MARCH 9, 2027, REFERENDUM; PROVIDING A CONFLICTS CLAUSE, SEVERABILITY CLAUSE, AUTHORITY TO CODIFY, AND FOR OTHER PURPOSES.

Town Attorney Foster read Ordinance No. 540 into the record by title only.

Town Administrator Stevens read the ballot question into the record.

Vice Mayor Gordon called for public comments, and there were none.

Council Member Withington moved to approve Ordinance No. 540 on second reading; seconded by Council Member Uptegraph. Motion carried 4-0.

REGULAR AGENDA

There were no items scheduled for the regular agenda.

REPORTS

10. Mayor

In the absence of Mayor Foy, Vice Mayor Gordon reported that the Black Elected Officials (BEO) Scholarship luncheon is coming up on May 9, 2026. He noted that 45 scholarships were awarded last year. He also reported that he will be attending the statewide BEO conference in Tampa next week.

11. Town Attorney

Town Attorney Foster presented Part I of the Legislative update for 2026 and noted that there are many bills that passed this session that will have a devastating impact on municipalities and single-family neighborhoods. The 60-day session concluded without passage of any bills related to the elimination of property taxes; however, it is suspected that a special session will be called this

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spring for that purpose, along with re-districting and passage of the state budget. Municipal Officials are encouraged to reach out to the delegation to let them know the elimination of property taxes will have unintended consequences that will be catastrophic. Other bills that passed this session that were included in this legislative report included increases to sovereign immunity limits; affordable housing/Live Local Act amendments; and land use and development regulations. Part II of the legislative report will be presented next month.

Town Attorney Foster reported that his son would be joining Foster & Fuchs soon.

12. Town Administrator

Town Administrator Stevens noted that her written monthly report was submitted in the Council packages which included information on the “no parking” educational campaign; an update on the generator project; information on ADA compliance for the Town’s website due to new federal guidelines; and Town Administrator Stevens’ appointment as the District II Director for the Palm Beach County League of Cities, and the District IV Director for the Florida City & County Management Association. She also informed the Council on her upcoming vacation plans.

13. Committee Delegates

Council Member Johnson reported on the details of Economic Development Day for the Leadership Palm Beach County group; and the passing of the Vice Mayor of Coral Springs, Nancy Metayer Bowen. Vice Mayor Gordon followed up with some of the economic development projects that are planned in downtown West Palm Beach.

UNFINISHED BUSINESS

Council Member Johnson asked about the County Engineer speaking to the Council regarding how traffic studies are considered when new development projects are approved. Town Administrator Stevens stated that she would follow up.


NEW BUSINESS

There was no new business to come before the Council.

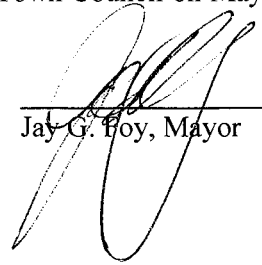
ADJOURNMENT

There being no further business to come before the Town Council, the meeting was adjourned at 7:04 p.m.

Minutes prepared by Town Administrator Stevens and adopted by the Town Council on May 14, 2026.

Approved: 

Tracey L. Stevens, Town Administrator



Jay G. Foy, Mayor

