EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE MEETING
Monday, October 6, 2025 – 6:30 pm
HAMLIN HOUSE
14893 89TH PL N., LOXAHATCHEE, FL 33470
IN-PERSON ONLY

AGENDA

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1. CALL TO ORDER

2. ROLL CALL

3. Welcoming Remarks
Residents are encouraged to go to the District Website www.indiantrail.com for updated Meeting information.

4. AGENDA APPROVAL

4.1 Agenda Approval - Additions, Deletions, Substitutions
Motion to approve Agenda (as presented, as amended)

5. REGULAR AGENDA

5.1 First Regular Agenda

5.2 Signage

5.3 Facility Use Permit for Indian Trail Improvement District - Sleepy Hollow Halloween Event and Parade

5.4 Facility Use Permit for Indian Trail Improvement - frontier Holiday Parade and Round up

5.5 Approval June 2, 2025 ETIAC meeting minutes

5.6 Approval of August 4, 2025 ETIAC meeting minutes

5.7 Consider 2026 Equestrian Trails and Infrastructure Advisory Committee Regular Meeting Dates

6.8 Social Media Outreach

5.9 Committee Members

6. PUBLIC INPUT

7. Proof of Notice

7.1 Meeting Notice

7.2 Meeting Notice August 4th Cancellation

8. ADJOURNMENT

AGENDA ITEM NO. 6.1

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Parks
ITEM TYPE:	Discussion Item
AGENDA SECTION:	REGULAR AGENDA
SUBJECT:	Trails
BACKGROUND:	The Equestrian Trails and Infrastructure Advisory Committee is looking for ways to help maintain existing trails. Keeping them safe for horse and rider, and those around.
FISCAL IMPACT:	N/A
RECOMMENDATION:	Discussion on Trail safety. Looking at existing trails for safety and what can be done to improve the trails.

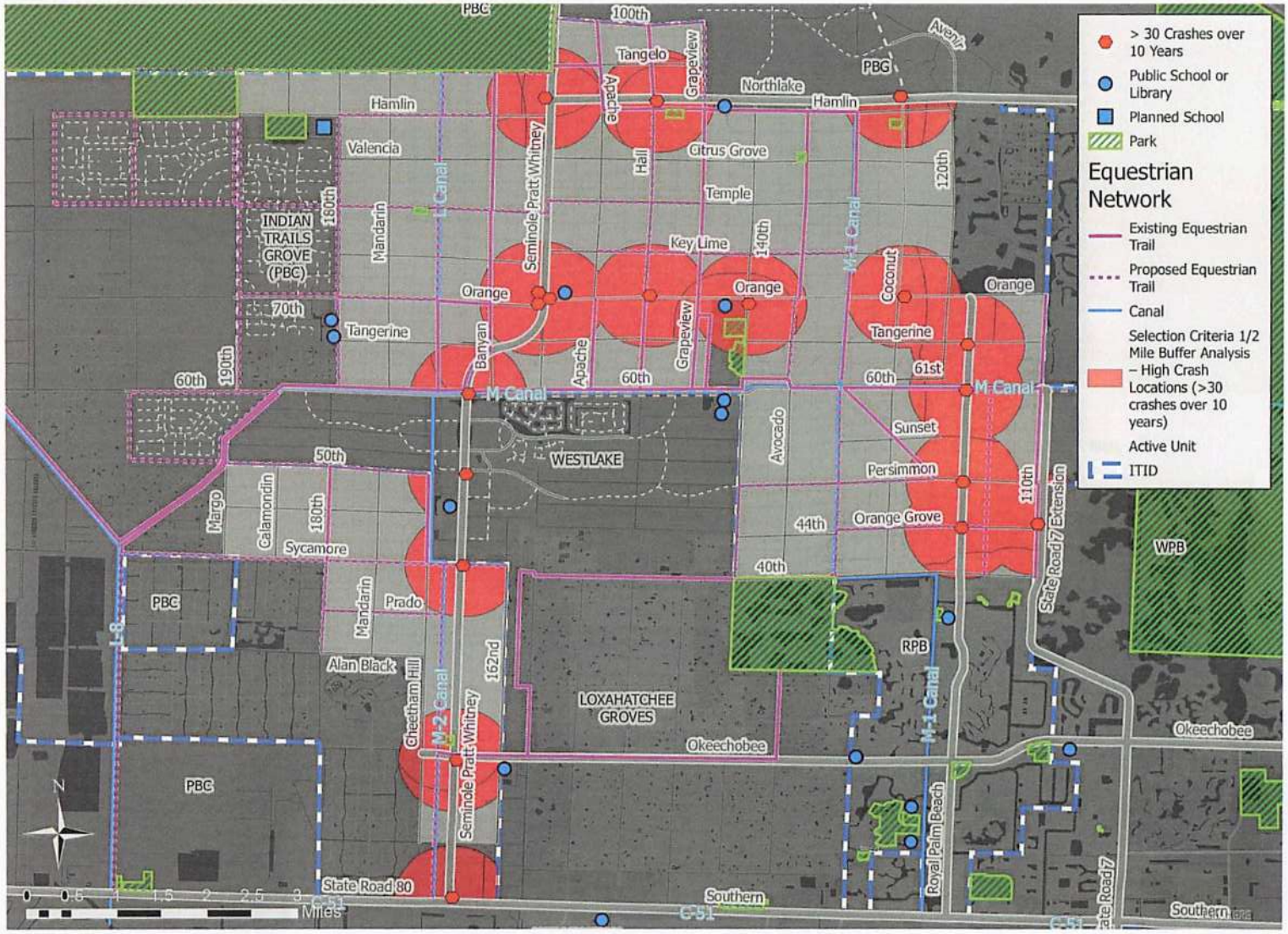
ATTACHMENTS:
Exsiting Equestrian Trail Map .pdf

SAFETY CONCERNS

Traffic speeding and rising traffic volumes have been long-standing concerns among Indian Trail residents. For more than a decade, the ITID has been analyzing its transportation network, introducing traffic calming measures, stop signs, and in some cases, disconnecting the roadway network to prevent cut-through traffic.

As surrounding development has increased over time, traffic volumes have increased as well throughout the Indian Trail Community, which has generated rising concerns by residents for safe access to schools, parks, community facilities, and neighborhoods. ITID has installed traffic calming in safety "hot spots" and requested additional stop signs throughout the Community as a reaction to resident concerns and crashes. To improve consistency and predictability, this Mobility Plan instead represents an opportunity for the Indian Trail Community to proactively analyze traffic patterns and develop a comprehensive and holistic plan to improve the entire transportation system with a long-term, phased series of improvements.

HIGH CRASH LOCATIONS



AGENDA ITEM NO. 6.2

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Parks
ITEM TYPE:	Discussion Item
AGENDA SECTION:	REGULAR AGENDA
SUBJECT:	Signage
BACKGROUND:	The committee has been looking into prices for signage. The Sponsor would pick either 18x24inch sign for twenty-four dollars ($24.00), or 36x24inch sign is eighty dollars ($80.00). Installed by Indian Trail Improvement District.
FISCAL IMPACT:	
RECOMMENDATION:	Committee is encouraged to discuss signage in regard to sponsorships, price, location on trails, name for sponsor, and how it would be displayed, and possible adopt a trail to help with keeping the equestrian trails safe for horse and rider.

ATTACHMENTS:
Sponsor a sign.pdf
adopt a trail - draft.pdf

ITID Sponsor-A-Sign Program Application

The Department of Public Works will work with a sponsoring group to determine the specific signs to be placed on roadways for equestrian trails and crossings.

Date: _____

☐ New Applicant ☐ Renewal

Name of Organization: _____

Contact Information

Name: _____

Mailing Address: _____
_____

E-mail: _____
Phone: _____

Sign Sections
List the sign that you are interested in sponsoring or currently sponsoring

	Assigned
1._____	☐
2._____	☐
3._____	☐

Street Signage (New Applicants Only)
Write down the words you would like on the sign and the format:

Mail, or email completed application to: ITID Sponsor –A–Sign Program
E-mail: Info@indiantrail.com

ITID Sponsor-A-Trail Program Application

The Department of Public Works will work with a sponsoring group to determine the specific trail sign to be placed on roadways for equestrian trails

Date: _____

☐ New Applicant ☐ Renewal

Name of Organization: _____

Contact Information

Name: _____

Mailing Address: _____
_____

E-mail: _____
Phone: _____

Sign Sections
List the sign that you are interested in sponsoring or currently sponsoring

	Assigned
1. _____	☐
2. _____	☐
3. _____	☐

Street Signage (New Applicants Only)
Write down the words you would like on the sign and the format:

Mail, or email completed application to: ITID Sponsor –A–Sign Program
E-mail: Info@indiantrail.com

AGENDA ITEM NO. 6.3

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Parks
ITEM TYPE:	Permits
AGENDA SECTION:	REGULAR AGENDA
SUBJECT:	Facility Use Permit for Indian Trail Improvement District - Sleepy Hollow Halloween Event and Parade
BACKGROUND:	The Parks Department is requesting to host an annual Sleepy Hollow Halloween at Acreage Community Park South Campus. The event would be scheduled for October 25th, 2025, from 5:00pm until 10:00pm. The event will feature a Haunted Village/Trunk or Treat, Haunted Hayride/Haunted Trail, Food Trucks, Vendors, and Live Entertainment, pet costume contest, kids/teens costume contest, movie at the amphitheater.
FISCAL IMPACT:	*Subject to pricing at the time of the event. Event will have sponsors, vendors and concessions. ***Special event insurance $6,000*** (May be covered by the District's current insurance, subject to the event details) PBSO $2,500 Event Supplies $5,000
RECOMMENDATION:	Discussion on Facility Use Permit for Indian Trail Improvement District to host Sleepy Hollow Halloween Event and Parade at Acreage Community Park South Campus.

ATTACHMENTS:
Sleepy Hollow Halloween permit - ITID.pdf

Facility Information

Any group or organization with larger than 10 participants utilizing our sports fields require a permit.

Receipt of the application is not a guarantee of facility use. Application will not be finalized until approved and executed by the Parks and Recreation Director or designee. Submit this application form online or in person to: 14893 89th pl N west Palm Beach Fl 33412.

The facility use application form is only available online

FACILITY USE POLICIES & PROCEDURES

RATES AND FEES

* **Type of Facility Requested**
Amphitheatre

* **Name of Facility Requested**
Acreage Community Park Expansion

* **Is your organization 501(C) Not for profit, or Florida Non-Profit?**
Yes

Read-Only Text

* **Name of Organization/Applicant**
Indian Trail Improvement District

* **Email Address**
klawrence@indiantrail.com

* Full Address
13476 61ST ST N
West Palm Beach FL 33470

Phone
(561) 701-0854

Event Details

* **Name of Event**
Sleepy Hollow

* **Description of Event**
The Facilities, Parks and Recreation Department will be hosting this year's Halloween event at Acreage Community Park South Expansion October 25th, 2025, from 5:00pm - 10:00pm. The event is free to the public and will host a parade, trunk or treat, haunted trail, pet costume contest, kids/teen costume contest, movie at the amphitheater, petting zoo, food trucks and much more.

* **Event Date**
10/25/2025

If you have selected a park pavilion, please select the time slot(s) you would like to rent:
12pm-3pm
4pm-7pm
8am-11am

If you have selected to host a special event, rent Hamlin House, or rent a sports field please enter the times you would like to rent, please keep in mind this does include set up and break down.

Enter the requested time(s) for your event
7:00am - 4:00pm for set up. 5:00pm - 10:00pm for the event

Please answer all questions correctly. Unanswered questions may delay your request.

Special Requests
SKIPPED

* **Is this event advertised or open to the public?**
Yes

* **Is this a fundraising event/revenue producing event?**
No

* **Will there be soliciting or selling of any kind?**
Yes

* **Will there be amplified sound at this event?**
Yes

Will there be a bounce house at this event?
Yes

* **Will there be any type of display or advertizing at this event?**
Yes

* **Will there be a charge to enter this event? (If yes, how much?)**
No

$
SKIPPED

* **Will alcohol be served at this event? (If yes what type)**
Yes

Type of Alcohol
Beer

* **Will you be using a caterer for this event? (If yes please fill out the information below)**
No

Contact info
Kenneth Lawrence, Facilities, Parks and Recreation Director (561) 701-0854 klawrence@indiantrail.com

PLEASE READ CAREFULLY

INDIAN TRAIL FACILITY USE REQUIREMENTS AND CONSIDERATIONS

INDIAN TRAIL RULES_REGULATIONS_INDEMNIFICATION

BOUNCE HOUSE POLICY ACKNOWLEDGEMENT

If the applicant provides false information such as: purpose of event, names & addresses of event holder(s), number of persons in attendance, etc., the event may be cancelled prior or during the event at the discretion of the District Staff and may result in forfeiture of fees and deposits and/or denial of current and future applications for use of Department facilities and may incur additional District charges.

*By signing below I certify that I have read and understand all the rules and regulations governing the use of the parks and facilities. I, the undersigned, do hereby agree that we will abide by the policies governing the use of the parks and will be responsible for any damages to the parks, facility, furniture, or equipment caused by our occupancy of the property. I understand that any false information provided or violation of any rules and policies will result in immediate cancellation of our event and will cause forfeiture of all fees and deposits.

* **Signature and Date**
Kenny Lawrence 5-7-2025

AGENDA ITEM NO. 6.4

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Parks
ITEM TYPE:	Permits
AGENDA SECTION:	REGULAR AGENDA
SUBJECT:	Facility Use Permit for Indian Trail Improvement District - Frontier Holiday Parade and Round-Up
BACKGROUND:	The Parks Department is requesting to host its annual Frontier Holiday Parade and Round-Up at Hamlin House and Nicole Hornstein Equestrian Park event on multiple days starting on December 6th, 2025, December 12th, and December 13th from 6:00pm until 9:00pm. The first day of the event, December 6th, 2025, will include a parade that will start at Citrus Grove Park and end at Nicole Hornstein Equestrian Park. The event will feature a parade, pictures with Santa, Santa's Village, lighted sleigh ride, food trucks, vendors, and live entertainment, line dancing, craft stations, letters to Santa, kid zone and much more.
FISCAL IMPACT:	*Subject to pricing at the time of the event. Event will have sponsors, vendors and concessions. ***Special event insurance $6,000*** (May be covered by the District's current insurance, subject to the event details) PBSO $2,500 Event Supplies $5,000

RECOMMENDATION: Discussion on the Facility Use Permit for Frontier Holiday Parade and Round-Up at Hamlin House and Nicole Hornstein Equestrian Park

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ATTACHMENTS:

Frontier Holiday Parade and Round-Up permit - ITID.pdf

Facility Information

Any group or organization with larger than 10 participants utilizing our sports fields require a permit.

Receipt of the application is not a guarantee of facility use. Application will not be finalized until approved and executed by the Parks and Recreation Director or designee. Submit this application form online or in person to: 14893 89th pl N west Palm Beach Fl 33412.

The facility use application form is only available online

FACILITY USE POLICIES & PROCEDURES

RATES AND FEES

* **Type of Facility Requested**
Hamlin House

* **Name of Facility Requested**
Hamlin House

* **Is your organization 501(C) Not for profit, or Florida Non-Profit?**
Yes

Read-Only Text

* **Name of Organization/Applicant**
Indian Trail Improvement District

* **Email Address**
klawrence@indiantrail.com

* Full Address
13476 61ST ST N
West Palm Beach FL 33470

Phone
(561) 701-0854

Event Details

* **Name of Event**
Frontier Holiday Parade and Round-Up

* **Description of Event**
The Facilities, Parks and Recreation Department will be hosting this year's Frontier Holiday Parade and Round-Up on December 6th, 12th and 13th from 6:00pm-9:00pm. This event will host a parade on the first day, the following will be available all 3 days: pictures with Santa, lighted trail ride, line dancing, movies, craft stations, letters to Santa, kid's zone, food trucks and much more.

* **Event Date**
12/06/2025

If you have selected a park pavilion, please select the time slot(s) you would like to rent:
12pm-3pm
4pm-7pm
8am-11am

If you have selected to host a special event, rent Hamlin House, or rent a sports field please enter the times you would like to rent, please keep in mind this does include set up and break down.

Enter the requested time(s) for your event
7:00am - 4:00pm for set up. 6:00pm - 9:00pm for the event

Please answer all questions correctly. Unanswered questions may delay your request.

Special Requests
SKIPPED

* **Is this event advertised or open to the public?**
Yes

* **Is this a fundraising event/revenue producing event?**
No

* **Will there be soliciting or selling of any kind?**
Yes

* **Will there be amplified sound at this event?**
Yes

Will there be a bounce house at this event?
Yes

* **Will there be any type of display or advertizing at this event?**
Yes

* **Will there be a charge to enter this event? (If yes, how much?)**
No

$
SKIPPED

* **Will alcohol be served at this event? (If yes what type)**
Yes

Type of Alcohol
Beer

* **Will you be using a caterer for this event? (If yes please fill out the information below)**
No

Contact info
Kenneth Lawrence, Facilities, Parks and Recreation Director (561) 701-0854 klawrence@indiantrail.com

PLEASE READ CAREFULLY

INDIAN TRAIL FACILITY USE REQUIREMENTS AND CONSIDERATIONS

INDIAN TRAIL RULES_REGULATIONS_INDEMNIFICATION

BOUNCE HOUSE POLICY ACKNOWLEDGEMENT

If the applicant provides false information such as: purpose of event, names & addresses of event holder(s), number of persons in attendance, etc., the event may be cancelled prior or during the event at the discretion of the District Staff and may result in forfeiture of fees and deposits and/or denial of current and future applications for use of Department facilities and may incur additional District charges.

*By signing below I certify that I have read and understand all the rules and regulations governing the use of the parks and facilities. I, the undersigned, do hereby agree that we will abide by the policies governing the use of the parks and will be responsible for any damages to the parks, facility, furniture, or equipment caused by our occupancy of the property. I understand that any false information provided or violation of any rules and policies will result in immediate cancellation of our event and will cause forfeiture of all fees and deposits.

* **Signature and Date**
Kenny Lawrence 5-7-2025

AGENDA ITEM NO. 6.5

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Administration
ITEM TYPE:	Minutes
AGENDA SECTION:	REGULAR AGENDA
SUBJECT:	Approval June2, 2025, ETIAC meeting minutes
BACKGROUND:	
FISCAL IMPACT:	
RECOMMENDATION:	Motion to approve the June 2, 2025 - ETIAC meeting minutes

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ATTACHMENTS:
2025.06.025 ETIAC MEETING MINUTES.pdf

MINUTES OF THE EQUESTRIAN TRAILS AND INFRASTUCTURE
ADVISORY COMMITTEE MEETING
INDIAN TRAIL IMPROVEMENT DISTRICT
June 2nd, 2025

A Meeting of the Equestrian Trails and Infrastructure Advisory Committee of Indian Trail Improvement District was held at 6:40 P.M. on Monday, June 2nd, 2025, located at the Nicole Hornstein Equestrian Park, 14780 Hamlin Blvd, Loxahatchee, FL 33470. This Meeting was in-person only. Present Indian Trail Board of Supervisors Vice President Patricia Farrell, serving as Chair of the Committee during the Meeting were Indian Trail Board of Supervisor Treasurer Richard Vassalotti, serving as Vice Chair, Committee Members: Robin Csire, Charlie James, Jessica Cantrell and A Jesse James. Also, in attendance Angelita O'Neil, Equestrian Specialist; Heidi Garcia, Records Retention Coordinator, and Haley Budowski, Equestrian Specialist.

CALL TO ORDER

Patricia Farrell called the meeting to order, led by roll call and opening remarks.

WELCOMING REMARKS

Charlie James welcomes everyone to the meeting.

AGENDA APPROVAL

Charlie James motioned the approval of the agenda as presented, seconded by Jesse James. The motion passed four (4) to zero (0).

PRESENTATION

Board of Supervisor Vice President Patricia Farrell confirmed no presentations for tonight.

REGULAR AGENDA

6.1 Joint Workshop with Mobility Plan

Board of Supervisor Vice President Patricia Farrell discussed setting a workshop with the Mobility Planners in July August. She requests for the committee come up with some dates and email them to Heidi Garcia so we can get something scheduled within the next 2 months.

6.2 Trails

Discussion and direction on trail safety and public education on social media, newspapers and News channels. Thoughts on putting a trail around the park with obstacles. Charlie James would like to see more Public Safety Announcements for the public regarding horse and rider, trail safety more, and what to do when horse and rider on the road. To help new residents that are moving to the area and let them know we are an Equestrian and Agriculture area. Charlies James would like to get news channels involved, Town Crier, and possible the Seminole Ridge High School Production team again. Heidi mentions we can also place awareness posts using ITID's website and Facebook and can speak with Carey to make something work. Charlie James would like to see a horse trail around the horse park with obstacles that that be placed back with ease, to help with training, and working your horse. Angelita confirmed we have a trail at the horse park but no obstacles yet but working towards that.

6.3 Trail Head Persimmon Boulevard to 60th Street North

Discussion and direction on Trail Head Persimmon Boulevard to 60th Street North. Look at the flow, connectivity, and footing material. Board of Supervisor Vice President Patricia Farrell informed the committee of the trail head ITID acquired in 2001. Board of Supervisor Vice

President Patricia Farrell asked Board Executive Director Mr. Hanson on how big the area is roughly. Mr. Hanson replied approximately 3.8 miles. Board of Supervisor Vice President Patricia Farrell asked if maybe better to table this and make it a workshop Saturday October 4, 2025, 9am, meet at Hamlin House then go to the property and take a look. The public is welcome. There is public comment Jay sweet 6 minutes as some donated their time for him to speak. Jay Sweet requests the committee to go to page 63 in your packet they received for the meeting. This is the typical picture showing there is a road going through there obviously that was a mistake nevertheless makes one wonder how sincere and even possible this trail really something be. Also go to page 67 you will see there are guide wires to hold these poles. Now, given the size of the rider and horse 8-10 feet Mr. Sweet feels this is a possible liability. Mr. Sweet would like to know what gate system we are going to use to keep motorized vehicles out, how you are going to keep horses safe when crossing a main paved road and placing culverts in for drainage, plus you must culvert a part of a canal. Mr. Sweet said there was an offer for a solution to making one-way roads, but he is now hearing we cannot do one-way roads out here. His question is this appropriate expenditure on funds? And you're inviting people to come out here that are not from around here, now you have 29 homes that are now exposed to neighbors and strangers. Now trees have been cut down and people would like to see trees and vegetation back and if you vacate it, then it would fall to the adjacent owners that would roughly generate thirty-five thousand dollars ($35,000) more a year in taxes that doesn't generate now. So, he has asked members to come out sooner than later to see the area so you can see how it was maintained. I still feel it won't be a beneficial trail. Next public comment Lisa Johnson who does not live in the affected area and after speaking and hearing and before coming tonight I went out to the area, and I am shocked you are a committee, and you are not aware of this trail head. Why can you apply for grants to improve the already trails that we

have around the district. Alan Osier requested to get if he can get this time back he donated to Mr. Sweet as he would like to speak on this subject. Board of Supervisor Vice President Patricia Farrell confirmed he may speak for 3 minutes. Alan Osier lives on 58th underneath the power lines at he end of my street is 130th. You can take 130th from persimmon to 60th and that is horsetail. My questions are you horse people really going to ride through this? You must cross canals and paved roads for this rail and it's not more than 3 miles, I feel it's less than a mile. It just seems silly and there are 480,000 volts in those power lines. Wouldn't a horse be affected by this. When Seminole Ridge did their presentation about safety one thing that I took from it is horses don't like crossing paved roads. I think you should just sell us that money plus you're going to get taxes from it

6.4 Footing in the Western and Eastern arenas

The Committee asked during the February 3rd meeting to have the arenas looked into a lot of complaints about the footing and materials being used. Equine Specialist Angelita O'neal let the committee know parks have address the issue of the footing of the western arena by pulling in materials using the box blade and fixing the sprinkler system from a broke pipe. For the eastern arena, they pulled in materials from the sides as well. We have received a lot of positive feedback doing so.

6.5 Signage

The Committee discussed signage regarding sponsorship. Charlie James would like to see a form be made for sponsor, to adopt a sign. In the committee packet page 85 shows the ITID sponsor adopt a program application. Charlies James liked the form and requested to be placed on the July or August Agenda for the Board of Supervisors to approve. Heidi requested a list of specific locations for signage as part of back to present to the board

6.6 Approval of December 2, 2024, ETIAC Meeting Minutes

Charlie James motioned to approve December 2nd, 2024, ETIAC Meeting Minutes, seconded by Robin Csire. The motion passed four (4) to zero (0).

6.7 Approval of February 3, 2025, ETIAC Meeting Minutes

Jesse James motioned to approve February 3rd, 2025, ETIAC Meeting Minutes, seconded by Robin Csire. The motion passed four (4) to zero (0).

6.8 Approval of April 7, ETIAC Meeting Minutes

Robin Csire was motioned to approve April 7th, 2025, ETIAC Meeting Minutes, seconded by Charlie James. The motion passed four (4) to zero (0).

6.9 Committee Members

Discussion and Direction for adding more committee members. Board of Supervisor Vice President Patricia Farrell asked the committee if they knew anyone looking to join the committee or if the public attending the meeting would be interested in becoming part of the committee. Heidi Garcia informed the committee that there are currently 6 open seats for the committee. One Board of Supervisor who has no one, and all 5 Board of Supervisors need alternates. . Board of Supervisor Vice President Patricia Farrell mentioned maybe during the July meeting bring it to the board to look into committee members.

7.0 <u>PUBLIC COMMENT</u>

A resident in the audience asked why we were just now approving the minutes from December 2nd that was 6 months back. Board of Supervisor Vice President Patricia Farrell informed the resident that we did not have quorum last meeting to approve any meeting minutes, and our meetings are every other month. Ms. Heidi Garcia asked to speak to help

assist in the residents' questions, letting her know Ms. Heidi Garcia recently took over assisting the committee and had to get some things in order. That is why the December's meeting minutes were being approved today. Going forward Ms. Heidi Garcia is working to make sure all minutes are in for approval at the next meeting as we are getting things together for the committee. The resident was happy and happy to hear that answer. Mr. Jay Sweet is requesting the committee to be more formal with more motions and feedback from the committee.

8.0 PROOF OF NOTICE

Board of Supervisor Vice President Patricia Farrell stated proof of notice. Heidi Garcia confirmed

9.0 Adjournment

The meeting was adjourned at 7:18 P.M.

Minutes prepared by Heidi Garcia

AGENDA ITEM NO. 6.6

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Administration
ITEM TYPE:	Minutes
AGENDA SECTION:	REGULAR AGENDA
SUBJECT:	Approval of August 4, 2025, ETIAC Meeting minutes
BACKGROUND:	
FISCAL IMPACT:	
RECOMMENDATION:	Motion to approve the August 4, 2025, Meeting Minutes

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ATTACHMENTS:
2025.08.04 ETIAC MEETING MINUTES.pdf

MINUTES OF THE EQUESTRIAN TRAILS AND INFRASTUCTURE
ADVISORY COMMITTEE MEETING
INDIAN TRAIL IMPROVEMENT DISTRICT
August 4th, 2025

A Meeting of the Equestrian Trails and Infrastructure Advisory Committee of Indian Trail Improvement District scheduled for 6:30 P.M. on Monday, August 4th 2025, located at the Hamlin House, 14893 89th Place North, West Palm Beach, FL 33412, was cancelled.

AGENDA ITEM NO. 6.7

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Administration
ITEM TYPE:	Discussion Item
AGENDA SECTION:	REGULAR AGENDA
SUBJECT:	Consider: 2026 Equestrian Trails and Infrastructure Advisory Committee Regular Meeting Dates
BACKGROUND:	After the Committee approves the 2026 Regular Meeting Dates, a Notice with said dates is published in the Palm Beach Post.
FISCAL IMPACT:	
RECOMMENDATION:	Motion to approve the 2026 Equestrian Trails and Infrastructure Advisory Committee Regular Meeting Dates

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ATTACHMENTS:
2026 EATIAC MEETING SCHEDULE - TO BE APPROVED 10.6.25 MTG.pdf

Indian Trail Improvement District is hosting Equestrian Trails Infrastructure and Review Committee (ETIAC) Regular Meetings on the following dates:

February 2, 2026, at 6:30 P.M.

April 6, 2026, at 6:30 P.M.

June 1, 2026, at 6:30 P.M.

August 3, 2026, at 6:30 P.M.

October 5, 2026, at 6:30 P.M.

December 7, 2026, at 6:30 P.M.

All Meetings are in-person only and located at the Hamlin House Community Center 14893 89th PL N. Loxahatchee, FL 33470, unless otherwise noted. All Committee Meetings are open to the public. The Public is asked to check the District website www.indiantrail.com for up-to-date Meeting information and instructions

The purpose of this meeting is to discuss and advise the Indian Trail Board relating to construction and maintenance of equestrian trails and related infrastructure issues within the District.

If a person decides to appeal the recommendation of the Committee with respect to any matter considered at the Committee Meetings herein referred, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is based.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodation to participate in this proceeding should contact the District at (561) 793-0874 forty-eight (48) business hours prior to the Meeting so Staff has time to address the request.

Meetings may be cancelled from time to time without advertised notice.

AGENDA ITEM NO. 6.8

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Administration
ITEM TYPE:	Discussion Item
AGENDA SECTION:	REGULAR AGENDA
SUBJECT:	Social Media outreach
BACKGROUND:	The Equestrian Trails and Infrastructure Advisory Committee is looking for ways to help educate the public on equestrian safety while horse and rider are on trails and roads.
FISCAL IMPACT:	
RECOMMENDATION:	Discussion and Direction on public education on social media, newspapers, and news channel.

ATTACHMENTS:

AGENDA ITEM NO. 6.9

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Administration
ITEM TYPE:	Discussion Item
AGENDA SECTION:	REGULAR AGENDA
SUBJECT:	Committee Members
BACKGROUND:	Equestrian Trails and Infrastructure Advisory Committee is looking to extend to more committee members as extenders for the Board of Supervisors. With Board of Supervisors approval adding members.
FISCAL IMPACT:	N/A
RECOMMENDATION:	Discussion for adding more committee members

ATTACHMENTS:
EQUESTRIAN TRAILS ADVISORY COMMITTEE - Approved.pdf
ETIAC_Meeting_Procedures_rev_new approved April 17, 2024.pdf

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

EQUESTRIAN TRAILS & INFRASTRUCTURE ADVISORY COMMITTEE

GENERAL

The Indian Trail Improvement District, under its powers vested by the State of Florida, can provide landowners with the benefit of services, infrastructure and maintenance for drainage, roads and parks within its legislative boundaries and for those activated units of development that pay for such benefits through assessments as outlined in a Water Control Plan. The Board of Supervisors, who serve as the governing body, established the creation of an Equestrian Trails Advisory Committee per Resolution ???.

The purpose of the Equestrian Trails and Infrastructure Advisory Committee (ETIAC) is to assist the Indian Trail Improvement District (District) to collect, study, recommend and in some cases, implement or volunteer to construct or maintain certain trails or components of horse trails as deemed appropriate. The ETIAC will also educate the public as well as recommend methods or systems to the District to help the general public, including vehicular drivers, pedestrians, bicyclists, etc., to better understand our equestrian trail systems and the respectful courtesies and behaviors toward the equine species and those who are the riders.

MEMBERSHIP & QUALIFICATIONS

The ETIAC shall consist of FIVE (5) regular members selected by each Member of the Board of Supervisors and approved by the majority. The ETIAC may have up to FIVE (5) alternates.

The qualifications for the FIVE (5) regular members shall be residents of the District with priority given to those who own and live within an activated unit of development; however, a resident who lives within the legislative boundaries can also be nominated and approved by the Board of Supervisors. The FIVE (5) alternates must possess the same qualifications as set forth for regular members.

There shall be TWO (2) non-voting members who do not need to meet the residency requirements. The TWO non-voting members shall be nominated by the ETIAC regular members for approval by the Board of Supervisors.

The qualifications for serving as any member (regular, alternate or non-voting) of the ETIAC may include one or combination, but not be limited to:

- At least THREE (3) years of owning, leasing or riding an equine species, which may include domesticated horses, ponies or mules.

- Proven past or current experience in an equestrian business or industry.
- Proven past or current experience in equestrian competitions in either Western or English disciplines, polo; equine racing or similar equestrian events or sports.
- At least Eighteen (18) years of age and hold a valid driver's license.
- Be able to understand and explain the nuances for trail riding in a rural/exurban tier.
- Be able to understand and explain the behavior of various equine species.
- Be able to understand and explain how to safely conduct oneself along an equestrian trail or roadway.
- Be able to understand and explain, in general terms, the laws governing drivers, pedestrian, bicyclists and others who use any public or Indian Trail Improvement District roadways, sidewalks, bicycle paths, trails.
- Be able to understand and explain, in general concept, the natural resources, waterways, parks and open areas of the Indian Trail Improvement District.
- Pass a Level 2 Background Check administered and paid by the District.

MISSION STATEMENT

To preserve a system of equestrian trails; trail heads; signage and in-park trail systems that will provide a safe, enjoyable environment for horse and the rider while also providing educational opportunities and disseminating informational materials to help aid in this effort.

OBJECTIVES

Identify and clearly distinguish an equestrian trail system that will connect parks; impoundment(s); County or State preserves or lands; provide safe and enjoyable travel by using current and/or future plans such as the District's mobility study.

Recommend signage; distance markers; and other notable amenities such as watering areas, trail anchor points, etc.

Recommend names for the different trails that are reflective of the Indian Trail Improvement District, its community (notable individuals for the betterment equestrian lifestyle), its history (ancestral tribes or extinct animals) or its natural resources (wildlife, trees, etc.).

Create and disseminate informational materials in both hard copy and/or digital format that educate horse owners/riders; drivers; pedestrians; bicyclists and other roadway users about the District's trail system; respectful and proper etiquette and other topics as seen fit by the ETIAC or the District.

Create a bi-annual volunteer cleanup and maintenance schedule of the District's trail systems including sign installation, litter removal and other reasonable maintenance as deemed appropriate.

Attract or pursue sponsors to pay for signs and other amenities along horse trails.

Work with the District's Equestrian Specialist and others to prepare recommendations to the Executive Director and ultimately the Board of Supervisors about potential new equestrian trail capital projects or grant opportunities, including but not limited to areas along roadways, parks and/or the M-1 Impoundment Area.

Work with the District's Equestrian Specialist and others to plan, coordinate and implement trail rides within the District along roadways, parks and/or the M-1 Impoundment Area.

Work with the District's Equestrian Specialist in conjunction with the Florida Fish and Wildlife Commission staff to plan, coordinate and implement trail rides within the J.W. Corbett Wildlife Management Area.

Upon request by the Board or District staff, work with Palm Beach County to make recommendations for any changes to County roadways, parks and/or preserves, and any future overlays.

Upon request by the Board or District staff, work with the Village of Wellington and/or the Town of Loxahatchee Groves on multi-jurisdictional trail connections or trail ride events.

Upon the request by the Board of District staff, provide ideas and insight for the District to develop a plan for a trail system within the M-1 Impoundment Area including the future 640-acre expansion.

Upon request by the Board or District staff, work with the District to identify and assist in developing a resolution for any issues or problems with equestrian activities {such as illegal manure dumping}.

MEETINGS & PROCEDURES

The ETIAC shall operate in accordance with Florida Sunshine Laws and be governed by such (Florida State Statutes {F.S. ____}). The ETIAC public meetings and records, including any correspondence, will be subject to the same.

The ETIAC shall meet at least on a quarterly basis. The ETIAC shall have the ability to arrange more frequent meeting schedules based on the availability of District facilities and staff.

All ETIAC meetings shall held at the Hamlin House and be open to the public.

The ETIAC Members shall determine the schedule, but the meetings should be held in the evening hours so that the public may attend. Saturdays are difficult due to Nicole Hornstein Equestrian Park operations.

The ETIAC shall have its regular meetings at the Administration Building, 13476 61st Street, West Palm Beach, FL 33412 or at the Hamlin House, 14893 89th Place North, Loxahatchee, FL 33470.

The District shall provide the Equestrian Specialist or a designee to attend the meetings and provide input or insight about the District's Facilities, Parks and Recreation Policy and other policies and procedures pertaining to the work of the ETIAC.

The ETIAC Committee and Members cannot assign projects or tasks to any District staff, including the District Engineer or Legal Counsel.

The ETIAC Members are volunteers and will not be compensated for their time or any other personal costs.



INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

EQUESTRIAN TRAIL & INFRASTRUCTURE ADVISORY COMMITTEE

MEETING RULES & PROCEDURES

Approved by Board of Supervisors on 04/17/2024

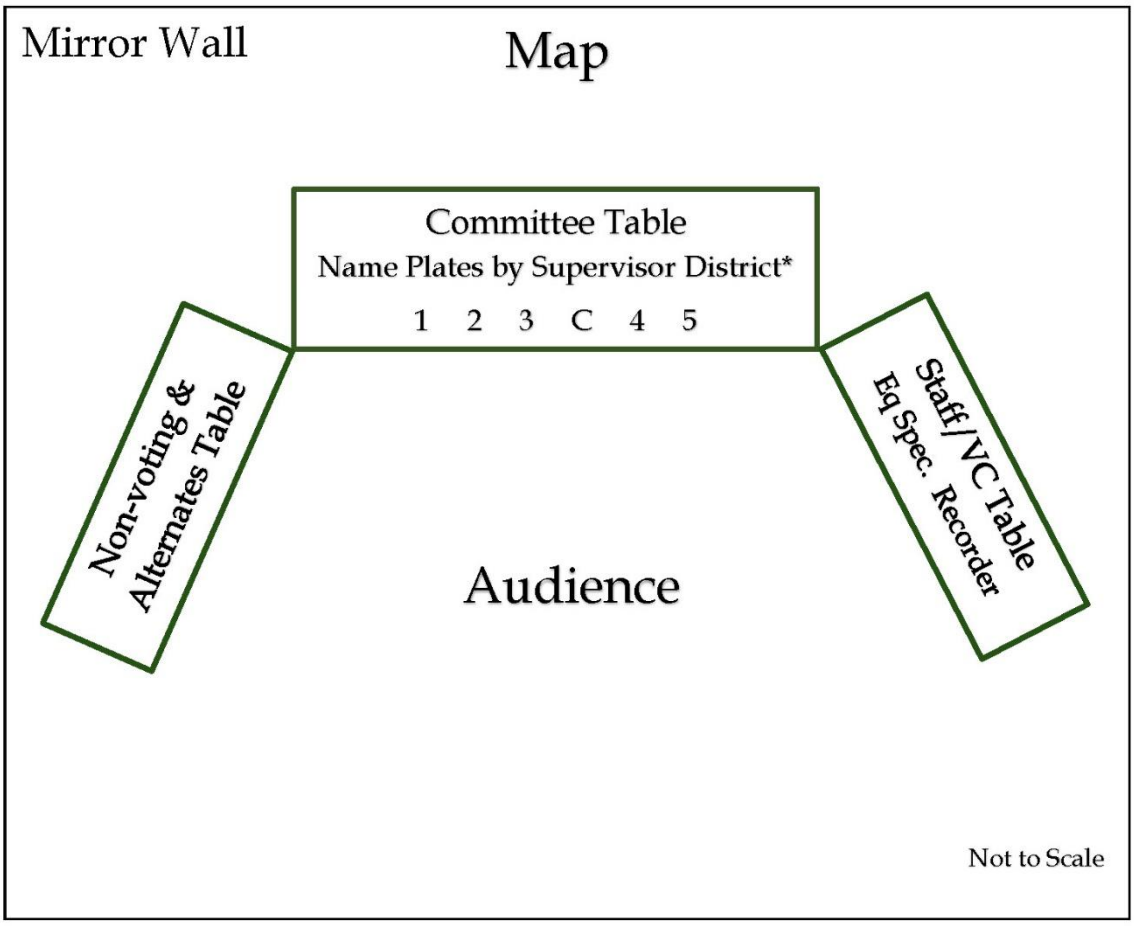
1. The ETIAC is a formal advisory committee and shall conduct itself accordingly. It is not an informal meeting or town hall format. The Roberts Rules of Orders shall govern the function of this Committee.
2. The Board of Supervisors Vice President shall serve as the Chairperson.
3. The Board of Supervisors Treasurer shall service as the Vice Chairperson if the Vice President is unable to attend and perform such functions of the Chairperson. Both may be in attendance. However, the Chairperson has the sole authority and cannot be challenged or overturned by the Vice Chairperson at any point.
4. The Chairperson is the facilitator of the meeting. The Chairperson shall not engage in or attempt to influence the discussion or outcome of any topic being discussed or voted on by the Committee.
5. The Vice Chairperson may attend the meeting as a silent observer or to serve if the Chairperson must leave early or requires a break. The Vice Chairperson shall not engage or attempt to influence the discussion or outcome of any topic being discussed or voted on by the Committee.
6. The Committee Table, Non-voting/Alternate Table and Staff/Vice Chair (VC) Table are set up to offer a practical and transparent meeting environment for the Members, participants, audience, and staff. (see diagram)
7. The Committee Table shall consist of the five (5) Voting Members and the Chairperson.
8. Name Plates will be at all tables to identify speakers and to allow for a better orchestration for speaking. The name plates can be turned on the side to act as a signifier to the Chairperson that a person would like to speak.
9. The District-wide Map shall be placed behind the Committee Table in order to maintain visible and clear hearing of any Members speaking while not leaving the table area for recording purposes and to ensure compliance with the Florida Sunshine Law.
10. There shall be a professional and respectable decorum with no talking or interruptions by other speakers.
11. During a meeting, the Chairperson may request that any member or audience member leave if that person is disruptive or unruly. Any member of the Committee may make a motion to have another Committee Member, or an audience member removed from the meeting if that person is repetitively disruptive or unruly.
12. The Chairperson or the majority of the Voting Committee Members have the right to ask the Board of Supervisors to permanently remove an ETIAC Member

(Voting, Non-voting or Alternate) if that Member is deemed to be repetitively unruly or unwilling to civilly conduct himself or herself.

13. If a Committee Regular Voting Member is unable to attend, then the Member shall contact the Staff Liaison (Equestrian Specialist) either by voice, text, or email of his or her upcoming absence. If possible, at least one (1) business day before the Committee Meeting.
14. The Chairperson has the automatic authority to remove an ETIAC Member if that person misses more than three (3) unexcused meetings in a row. It will be the responsibility of the Nominating District Supervisor to appoint a Regular Voting Member at the next Board of Supervisors Meeting.
15. The process to seat an alternate is based on the following rules. If there are two (2) Alternates and only one (1) vacancy that is his or hers nominating Supervisor's District, then that Supervisor's Alternate for that seat is automatically appointed for the Meeting.
16. The Chairperson has the sole authority to fill a vacancy when there are two (2) alternates that are not from the nominating Supervisor's District. Example: If Regular #1 is not there, but there are two (2) Alternates (#4 and #5) present, then the Chairperson can choose who will serve (either #4 or #5). The decision can be based on seniority, meeting attendance, rotational turns or simply at the sole discretion of the Chairperson.
17. The Committee shall have a staff liaison to help answer questions or gather information that is reasonable and relates to the topics on the agenda or upcoming agenda. The Equestrian Specialist or a designee will serve as the staff liaison.
18. There will be an official recorder that ensures that the audio recordings and minutes for the Committee are properly taken and stored. This employee will be designated by the Executive Director.
19. District staff cannot vote on any items or topics even if a majority requests it.
20. In the case of a tie on a vote, the Chairperson shall ask again for any motions or amended motions. If there is still a tie, then the topic or item will be moved to the next meeting or when there is the availability of all Voting Members to vote as a majority.
21. The Chairperson, Vice Chairperson, Non-voting Members and staff are ineligible to vote even if there is a tie.
22. The Chairperson has the authority to set the ETIAC Agenda based on the ongoing work product or discussions of the Committee. The Chairperson will add items to the Agenda when requested by either a Voting or Non-voting Member and approved by a majority vote or consensus of the Voting Members of the Committee during a meeting.

23. Agendas will be posted seven days prior to the Committee Meeting.

Hamlin House Main Meeting Area



AGENDA ITEM NO. 8.1

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Administration
ITEM TYPE:	Reports
AGENDA SECTION:	PROOF OF NOTICE
SUBJECT:	Meeting notice
BACKGROUND:	Notice for the Committee Meeting was submitted to the Palm Beach Post for Publication on January 24th, 2025.
FISCAL IMPACT:	n/a
RECOMMENDATION:	Receive and file

ATTACHMENTS:

ETIAC 2025 - 2025 MEETING DATES.pdf

EQUESTRIAN TRAILS AND INFASTRUCTURE ADVISORY COMMITTEE MEETING OF INDIAN TRAIL IMPROVEMENT DISTRICT

Indian Trail Improvement District is hosting Equestrian Trails Infrastructure and Review Committee (ETIAC) Regular Meetings on the following dates:

February 3, 2025, at 6:30 P.M.

April 7, 2025, at 6:30 P.M.

June 2, 2025, at 6:30 P.M.

August 4, 2025, at 6:30 P.M.

October 6, 2025, at 6:30 P.M.

December 1, 2025, at 6:30 P.M.

All Meetings are in-person only and located at the Hamlin House Community Center 14893 89th PL N. Loxahatchee, FL 33470, unless otherwise noted. All Committee Meetings are open to the public. The Public is asked to check the District website www.indiantrail.com for up-to-date Meeting information and instructions

The purpose of this meeting is to discuss and advise the Indian Trail Board relating to construction and maintenance of equestrian trails and related infrastructure issues within the District.

If a person decides to appeal the recommendation of the Committee with respect to any matter considered at the Committee Meetings herein referred, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is based.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodation to participate in this proceeding should contact the District at (561) 793-0874 forty-eight (48) business hours prior to the Meeting so Staff has time to address the request.

Meetings may be cancelled from time to time without advertised notice.

AGENDA ITEM NO. 8.2

INDIAN TRAIL
IMPROVEMENT DISTRICT
EST. 1957

Executive Summary

EQUESTRIAN TRAILS AND INFRASTRUCTURE ADVISORY COMMITTEE

DATE:	October 6, 2025
SUBMITTED BY:	Heide Garcia
DEPARTMENT:	Administration
ITEM TYPE:	Reports
AGENDA SECTION:	PROOF OF NOTICE
SUBJECT:	Meeting notice August 4th Cancellation
BACKGROUND:	Notice for the Committee Meeting was submitted to website, Admin building, Hamlin House, and social media for cancellation of August 4th meeting cancellation.
FISCAL IMPACT:	n/a
RECOMMENDATION:	Receive and file

ATTACHMENTS:
Posted Cancellation Aug 04 2025 ETIAC MEETING.pdf

PUBLIC NOTICE

Board of Supervisors

Elizabeth Accomando,
President

Patricia Farrell,
Vice President

Richard J. Vassalotti, II,
Treasurer

Betty Argue,
Secretary

Michael Johnson,
Assistant Secretary

District Staff

Burgess Hanson,
Executive Director

Mary Viator,
District Attorney

Jay Foy,
District Engineer

EQUESTRIAN TRAILS AND INFASTRUCTURE ADVISORY COMMITTEE MEETING OF INDIAN TRAIL IMOROVEMENT DISTRCT

Scheduled for 6:30 P.M. On Monday, August 04, 2025, At Hamlin House, 14893 89th Place North, West Palm Beach FL 33412

HAS BEEN CANCELLED

District Staff
07-08-2025

Posted at Admin office, Hamlin house, Facebook and website.