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Meeting Minutes - June 2, 2026, Budget Workshop Meeting **2**

REGULAR MEETING BOARD OF SUPERVISORS AGENDA
Tuesday, June 2, 2026 – 5:00 pm EDT
ADMINISTRATIVE BUILDING
13476 61ST STREET NORTH
WEST PALM BEACH, FL 33412
HYBRID FORMAT: IN-PERSON (LIMITED SEATING)
VIA ZOOM: WWW.INDIANTRAIL.COM THEN CLICK [JOIN LIVE MEETING]

AGENDA

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1. CALL TO ORDER BUDGET WORKSHOP MEETING

Meeting was Called to Order at 5:00 PM.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Supervisors Present: Elizabeth Accomando, Patricia Farrell, Richard J. Vassalotti II, Betty Argue, and Michael Johnson. Staff/others present were: Burgess Hanson, Executive Director; Rob Robinson, Deputy Executive Director; Miriam Heisser, Chief Administrative Officer; Racquel McIntosh, Chief Financial Officer; Steven Fowler, Senior Accountant; Greg Shafer, Chief Stormwater Officer; Doug Paris, Mowing Supervisor; Mike LaCount, Stormwater Superintendent; Jason Lester, Chief Operations Officer; Miguel Vasquez, Roads and Sidewalk Superintendent; Kenny Lawrence, Facilities, Parks and Recreation Director; Jeff Sisolak, Facilities and Parks Manager; Zachary Luppowitz, Fleet and Procurement Supervisor; Rebecca Medina-Stewart, Social Media and Outreach Specialist; Nick Maggerino, Drone Specialist; Mary Viator, Esq., Frank Palen, Esq., and Frances Penton, Esq. with Caldwell Pacetti Edwards Schoech and Viator; Jay Foy, P.E. with StormwaterJ Engineering.

4. WELCOMING REMARKS

5. PRESENTATION OF FISCAL YEAR 2027 BUDGET

<u>FISCAL YEAR 2027 (FY27) BUDGET RECOMMENDATION PRESENTATION:</u>

Mr. Hanson stated Staff tried to hold the line regarding the Budget. He was hopeful in FY27 there could be processes put into place to begin unit consolidation. He also stated R2 Road resurfacing could begin and other road repairs within units, but all residents of the District use the roads.

Mr. Hanson stated the Staff recommends a Fiscal Year Budget to the Board annually. He noted these recommendations are based on the following: previous priorities of the Board; other maintenance or capital projects Staff feels are needed. He reiterated District Assessments were based on benefit and land ownership (per acre). He explained Objects of Expenditure were defined as Personal Services (Personnel), Operating, Capital Outlay, and Debt Service.

Mr. Hanson stated the District had three (3) Basins: M1, M2, and M3. He reviewed the Breakdown of the individual Units of Development, which unit was in which basin, and what the Department breakdown was for each unit.

Mr. Hanson reviewed the focus for FY27:

<u>Stormwater (General – Districtwide)</u>

- Recruit CSO with a P.E. preference (Mr. Shafer will retire in summer 2027)
- Notice to landowners to remove obstructions & structures on canal banks and swales
- Continue culvert replacement
- Continue canal reclamation

- Continue swale maintenance
- Prepare to implement drone canal water/slope spraying with proper licensing FY28

Stormwater (M-1 Basin)

- Continue 640-acre design and Water Control Plan (WCP) Amendment
- Prepare and install gate on east M-1 Impoundment levee ($8M County Appropr.)
- Clear and reinforce West M-0 Canal Spoil Mound ($350,000 Legislative Appropr.)
- Initiate E-W canal clearing with 3 person crew (multi-year)

Stormwater (M-2 Basin)

- Initiate canal clearing with 3-person crew (multi-year)
- New Mowing contract
- Design additional stormwater detention areas by vacating 168th Trl and 168th Ter.
- SID Discussions about M-2 Canal

Roads and Sidewalks

- Continue to mill 1.5 miles in 11 units
- Mill .5 miles in Unit 13
- Explore financing options for Unit 1 to rebuild and pave Orange Grove Boulevard from 110th Ave. N. to 130th Trail N.
- Issue FRP to mill & overlay R-2 Unit Roadways ($2M Reserve)
- Repair sidewalks in Units 2,4,6,7 and 9
- All Units – regular grading on a two (2) week basis
- Initiate consolidation of Road Units
- Continue to pursue 4-way stops and other traffic control
- Explore ways to deter future cut-thru traffic

Facilities, Parks & Recreation

- Plan Community Project with Sponsors to build a Wild West Playground next to Hamlin House Barn
- Install fencing along 130th Trail N. for south horse trail (RTP Grant)
- Grow the adopt-a-trail program participants
- Find Safe/suitable parking area for ITID equipment and vehicles to move from ACP North Campus.

Board, Admin, Communication, Engineering, Finance, Fleet, HR, IT, Legal, Purchasing and Risk

- Review and Revise all policies and place into an online depository
- Consolidate units
- Complete transition of financial Systems to meet stronger internal controls and provide monthly budget reports
- Continue implementation of final ERP modules
- Explore more efficiencies by using external, contractual maintenance and capital projects to enhance in-house staff
- Pursue licensing and certifications for in-house drone ops for aquatics treatment
- Create new website with AI components
- Expand GIS map layers to include Stormwater and Parks
- Increase social media presence
- Continue ITID Trail Report (newsletter)
- Obtain more state and federal funding for projects

Ms. McIntosh reviewed the recommended FY Budget. She noted the Total Proposed budget was $25,548,601. She gave the following breakdown:

REVENUE:

Of the total budget, $6.8 million would be funded by revenues outside of assessments with approximately $2.1 million in grant revenue, $3 million from parks loan proceeds, $1.2 million for use of Fund Balance, and $415,000 from interest, permits, and other miscellaneous revenue.

Further breakdown of the $1.2 million Fund Balance, Ms. McIntosh explained $750,000 for release of milling inventory (roads), $50,000 out of M1S fund, $53,000 out of M2 fund, and $432,000 from Parks fund. Parks fund breakdown explanation was funds budgeted in FY26: $222,000 for the lights at ACP North Campus and $210,000 for the basketball and tennis courts at Temple Park. M1S Material and debris hauling and signage. M2 repair and maintenance on the pump house building.

Ms. McIntosh confirmed there was only one capital equipment outlay in the FY27 Budget for a grader coming off lease in the roads department.

EXPENDITURES

ADMINISTRATION: The overall Administration Budget decreased by just under $165,000 (a 4% decrease. There is one capital outlay for body cameras $22,500.

PARKS: The overall Parks Budget increased $3.992,000, but of that $3 million will be funded by loan proceeds and an additional $1,000,064 from the County for ACP South Campus. Accounting for these funds, the Parks budget decreased by $73,000. There are potential grant funds for Downer's Park and fencing along 130th.

ROADS: The overall Roads Budget decreased by just under $2.5 million (a 29% decrease). Buying out the grader currently under lease. Mr. Hanson explained the decrease in budget was moving equipment and other costs into Stormwater.

There are two graders currently under lease. One will be bout out and one will be returned making six total graders. Four for grading dirt roads and two on milling crews.

M1: The overall M1 Budget decreased just under $60,000. Certain line items were allocated. Grant of $400,000 for the M1 Basin Impoundment Expansion (640 Acres). Proposed infrastructure work and two pumps rebuild Pump Stations 2 and 3. BayHill budget did not change.

M2: The overall M2 Budget had an increase of $115,000. There is a line item for $150,000 for the mowing contract; however, if the Board does not go with the vendor for mowing this amount would be removed from the budget (and the assessments would be reduced). The major project was to work on Pump Station 1 and installing the aquatic guard.

AQUATICS: Budget remained the same.

M3 (SRG): The overall M3 (Santa Rosa Groves) Budget had a slight increase of just under $10,000. There is also money in the budget for the mowing contract if the Board approves. If not approved, the budget will decrease.

AG PRODUCTION: The overall AG Production increased just over $100,000 (an 8% increase). $60,000 for maintenance cost of equipment, No capital equipment purchases or new leases for FY27. Trash and sanitation pickup increased by $6,500. Lubricants, fluids and diesel also had increases. Mr. Robinson confirmed the AG Department saved the District $100,000 in the last seven (7) months, after expenses.

Ms. McIntosh stated overall the budget for the District increased by 1.5 million or (6%). She noted some of that number was going to be paid for by other sources than assessments (such as grant revenue).

It was requested for the Board to have an update of the grant revenue received and where those funds were allocated.

Mr. Lester confirmed the Staff did a complete assessment of the sidewalks throughout the District. Unit 12 was not getting sidewalk, but Unit 6 was getting one (1) mile of sidewalk. Jason stated the GIS can help track projects. He confirmed sidewalk safety issues had been fixed.

There was discussion regarding the fencing along the milled section of 130th . Mr. Hanson stated the Board had not approved funding for fencing with direction was given to mill the road.

Ms. McIntosh showed a table with a year-by-year assessment broken down into Departments. She noted for FY27 most units saw a slight decrease, and a few units saw a slight increase.

There was discussion regarding mowing. Mr. Shafer gave a breakdown of mowing Staff and equipment. He indicated he was short staffed (by 3) and if he was fully staffed, he would not have enough equipment. He noted the M2 and M3 were a small portion of the District so six or seven mowing Staff were needed for the M1. Mr. Hanson stated it was a goal if the contract mowing for M2 and M3 worked well, then ask the Board for permission to expand contract mowing into the M1. He confirmed mowing equipment operators (EOs) would be reassigned to other functions in Stormwater, such as canal clearing. Ms. Heisser stated the recommendation in the FY27 Budget was to freeze the three vacant Mower (EO) positions. Supervisor Argue mentioned the three positions and additional equipment for mowing should be in the FY27 Budget. Mr. Hanson stated the contract for mowing could cover all three basins. Ms. Heisser stated mowers make $20 to $22 per hour depending on experience. Supervisor Johnson suggested making mowing seasonal or parttime.

Mr. Robinson stated over the years mowing and other functions of the District had been contracted out. He explained some functions are cheaper to do in-house and others are not. He reiterated Staff evaluated other Districts and municipalities mowing contracts and actually doubled the amount in the recommended FY27 Budget. He confirmed contracting mowing would be cheaper than the District doing it in-house. He said the District should offer parttime work. Ms. Heisser stated the mowing was the roughest on equipment. She confirmed the mowing positions were posted on the website. Staff hold interviews but if there is an EO position in roads or stormwater open, new hires want those positions because of advancement opportunities. Ms. Heisser was asked to do a monthly HR report including the vacant positions.

Ms. Heisser passed out a printed Organizational Chart for the Board. She stated Staff was recommending up to 3% merit increase for all Staff. She stated Staff calculated a 12% increase in Health Insurance. She reviewed District Personnel.

Stormwater Personnel:

- Fund Chief Stormwater Officer, P.E. starting 10/01/2026 to work alongside current Chief Stormwater Officer until anticipated retirement in June of 2027.
  - Given the desired P.E. certification, the salary range will increase; targeted salary for FY27 ranges between $100K and $160K,
  - In July of 2027 the original Chief Stormwater Officer will be defunded.
- Combine one FT vacant EO position under Swale Crew and one FT vacant EO position under Culvert Improvement Crew to create one FT Heavy EO position under Culvert Improvement Crew.
- Freeze three FT vacant EO Mowing Positions
  - Contract mowing M2 and M3 – remaining five FT EO Mowing Positions will remain mowing M1 or assigned to suitable vacant positions within the District.

Roads & Sidewalks:

- Freeze four vacant FT EO positions under the millings crew. The positions have been vacant throughout FY26.
  - Heavy Equipment Operators operate the Water truck, Excavator, and skid steer. Eos are mainly operating “on the ground”.

Impoundment Expansion & Aggregate Personnel:

- Reclassify one FT vacant EO position to create one FT Heavy EO positon.

- Aggregate Production will consist of two FT Heavy Eos and one FT EO.

Facilities, Parks and Recreation Personnel:

- Reclassification of Recreation Specialist to Equestrian Specialist
- Change of PT Equestrian Specialist to full-time Equestrian Specialist
- Freeze one vacant FT Park Specialist 1 position – contract mowing all parks.

Administration Personnel:

- Defund the PT Customer Service Position.
- IT and Automation Supervisor – Reclassification to further streamline the IT processes and continue the implementation of not only the ERP program but also fasten along the website overhaul process and oversee the automation process with the newly established Drone program. This reclassification will result in a 5% increase rather than the up to 3% merit increase.
- Unmanned Aereal Vehicle Pilot – FT from PT reporting to the IT and Automation Supervisor.
- Administrative Services Coordinator – Continue with records retention but with risk management, permitting, and cashiering. This reclassification will result in a 5% increase rather than the op to 3% merit increase.

6. BOARD DISCUSSION

The Board of Supervisors asked Staff questions throughout the Proposed FY27 Budget Presentation.

7. NOTICE OF MEETING

Proper Notice was confirmed.

8. ADJOURNMENT

President Accomando encouraged the Board Members to meet with Staff regarding the Budget and what the options are.

NOTE: BUDGET PUBLIC HEARING ON June 18, 2026, at 7:00 PM at the District Administration Building, is open for Public Comment on the Fiscal Year 2027 Budget.

Public Comment was not accepted during this Budget Workshop Meeting.