

TOWN OF LOXAHATCHEE GROVES

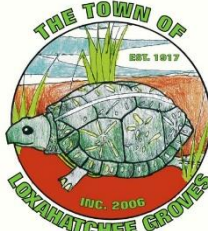
TOWN HALL COUNCIL CHAMBERS

155 F. ROAD, LOXAHATCHEE GROVES, FL 33470

ROADWAY EQUESTRIAN TRAILS AND GREENWAY ADVISORY COMMITTEE

AGENDA

MAY 15, 2025 – 5:00 PM



Committee Member Frank Schiola, Chairperson (Seat 4)

Committee Member Darcy Dean Murray, Vice Chairperson (Seat 3)

Committee Member Katie Lakeman (Seat 1) - Committee Member Ashley Bruce (Seat 5)

VACANT (Seat 2)

Administration

Town Manager Francine L. Ramaglia, MPA, CPA, AICP, ICMA-CM

Town Clerk Assistant Sammie T. Brown, FRA-RP, MEDP

Community Standards Director Caryn Gardner-Young, MPA, AICP, ESQ

Committee Staff Liaison(s): Craig Lower, Public Works Superintendent

Civility: Being "civil" is not a restraint on the First Amendment right to speak out, but it is more than just being polite. Civility is stating your opinions and beliefs, without degrading someone else in the process. Civility requires a person to respect other people's opinions and beliefs even if he or she strongly disagrees. It is finding a common ground for dialogue with others. It is being patient, graceful, and having a strong character. That is why we say "Character Counts" in Town of Loxahatchee. Civility is practiced at all Town meetings.

Special Needs: In accordance with the provisions of the American with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall within three business days prior to any proceeding, contact the Town Clerk's Office, 155 F Road, Loxahatchee Groves, Florida, (561) 793-2418.

Quasi-Judicial Hearings: Some of the matters on the agenda may be "quasi-judicial" in nature. Town Council Members are required to disclose all ex-parte communications regarding these items and are subject to voir dire (a preliminary examination of a witness or a juror by a judge or council) by any affected party regarding those communications. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment, without being sworn. Unsworn comment will be given its appropriate weight by the Town Council.

Appeal of Decision: If a person decides to appeal any decision made by the Town Council with respect to any matter considered at this meeting, he or she will need a record of the proceeding, and for that purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes any testimony and evidence upon which the appeal will be based.

Consent Calendar: Those matters included under the Consent Calendar are typically self-explanatory, non controversial, and are not expected to require review or discussion. All items will be enacted by a single motion. If discussion on an item is desired, any Town Council Member, without a motion, may "pull" or remove the item to be considered separately. If any item is quasi-judicial, it may be removed from the Consent Calendar to be heard separately, by a Town Council Member, or by any member of the public desiring it to be heard, without a motion.

OPENING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- [1.](#) 4/03/2025 - Roadway, Equestrian Trails and Greenway Advisory Committee Meeting Minutes

PUBLIC COMMENTS

A limited public audience can be accommodated in our Town Council chambers with mandatory facemasks and socially spaced seating. Public Comments for all meetings may be received by email, or in writing to the Town Clerk's Office until 12:00 p.m. (noon) day of the meeting. Comments received will be "received and filed" to be acknowledged as part of the official public record for the meeting. The meeting will be live-streamed and close-captioned for the general public via our website, instructions are posted there.

REGULAR AGENDA

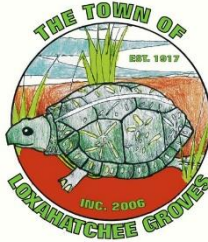
- [2.](#) Discussion regarding Partnership Opportunity with Seminole Ridge High School Students – PSA on Equestrian Safety
3. Discussion on Signage Acceptance and Placement for Town Trails
- [4.](#) Discussion – Gate Access at Madison Green (Awaiting ERM Confirmation of Attendance)
5. Town Rights-of-Way and Easements Presentation - Randy Wertepny, P.E. - Keshavarz & Associates

COMMITTEE MEMBER COMMENTS

CONFIRM NEXT MEETING DATE

ADJOURNMENT

TOWN OF LOXAHATCHEE GROVES
 TOWN HALL COUNCIL CHAMBERS
 155 F ROAD, LOXAHATCHEE GROVE, FLORIDA. 33470
ROADWAY, EQUESTRIAN TRAILS, AND GREENWAY ADVISORY
COMMITTEE MINUTES
THURSDAY, APRIL 3, 2025, 5:13 P.M. – 6:45 P.M.



Meeting Audio Available Upon Request in the Office of the Town Clerk

CALL TO ORDER

Committee Vice-Chairperson Darcy Dean Murray called the Roadway, Equestrian Trail, and Greenway Advisory Committee Meeting to order at 5:13 P.M.

ROLL CALL

Present: Committee Members Katie Lakeman, Darcy Dean Murray, Frank Schiola (left before the start of the RETGAC meeting due to a family emergency—excused), and Ashley Bruce. Town Manager Francine Ramaglia, Management Analyst Ennya Blaise (left at 5:30 P.M.), Town Clerk Assistant Sammie Brown (arrived at 5:30 P.M.), and Public Works Director/Committee Liaison Richard Gallant,

PLEDGE OF ALLEGIANCE

Vice Chairperson Darcy Dean Murray led the Committee and staff in the pledge of allegiance.

APPROVAL OF MEETING MINUTES

The minutes of the Roadway, Equestrian Trail, and Greenway Committee on February 27, 2025, were presented for review.

MOTION: COMMITTEE MEMBER ASHLEY BRUCE MADE A MOTION TO APPROVE THE MINUTES. SECOND: THE MOTION WAS SECONDED BY COMMITTEE MEMBER KATIE LAKEMAN. VOTE: THE MOTION PASSED UNANIMOUSLY WITH A VOTE OF 3-0.

COMMENTS FROM THE PUBLIC

There were no comments provided by the public

REGULAR AGENDA

Agenda Item: Rural Road Standards Improvement

Public Works Director Richard Gallant led a discussion regarding the draft rural road standards. He clarified that the standards would serve as a guiding document for future roadwork and development and would not require existing roads to be retrofitted unless part of a specific reconstruction project. The committee acknowledged that separate documents would be created for drainage and greenway/multi-use trail standards. A consensus was reached that it is important to maintain the town's rural character and not align it with FDOT standards.

MOTION: COMMITTEE VICE CHAIRPERSON DARCY DEAN MURRAY MOVED TO ACCEPT THE RURAL ROAD IMPROVEMENT STANDARDS AND RECOMMENDED THAT COMMITTEE MEMBERS DISCUSS THE STANDARDS WITH THEIR RESPECTIVE COUNCILMEMBERS. SHE ALSO EMPHASIZED THE IMPORTANCE OF INCORPORATING STRONG LANGUAGE FOR TREE PRESERVATION AND SIGNAGE. SECOND: COMMITTEE MEMBER ASHLEY BRUCE SECONDED THE MOTION. VOTE: MOTION PASSED UNANIMOUSLY, 3-0.

Agenda Item: Trails master plan and Map Discussion

The committee reviewed the draft trail map that had been provided by Public Works Director Richard Gallant. The discussion covered existing trails, proposed connections, and trail gaps. Questions were raised by committee members regarding the accuracy and usability of trails within parks and along certain roads.

CONSENSUS: COMMITTEE MEMBERS AGREED THAT THE MAP SHOULD BE UPDATED AND DISTRIBUTED TO ALL MEMBERS. IT WAS ALSO AGREED THAT THE UPDATED TRAIL MAP SHOULD BE PUBLISHED ON THE TOWN WEBSITE.

ACTION ITEMS:

- *Staff* were directed to investigate and report on the status of gates locked on public easements, specifically those at Madison Green and Folsom.
- *Staff* were tasked with determining property ownership and any agreements that may restrict public access.

Agenda Item: Signage and Traffic Safety

Committee members expressed concerns about increasing traffic near trail areas and the danger it poses to equestrian riders. Members requested the installation of flashing signage, variable message boards, and additional equestrian crossing signs.

MOTION: COMMITTEE MEMBER KATIE LAKEMAN MADE A MOTION TO FORMALLY REQUEST THE IMMEDIATE INSTALLATION OF EQUESTRIAN CROSSING SIGNS AND TO INITIATE A PUBLIC AWARENESS CAMPAIGN. SECOND: COMMITTEE MEMBER DARCY DEAN MURRAY SECONDED THE MOTION. VOTE: MOTION WAS APPROVED UNANIMOUSLY, 3-0.

Additional Request: The committee specifically requested the placement of horse crossing signage at key intersections, including Okeechobee Boulevard and North Road, and F Road at Collecting Canal.

Agenda Item: Discussion on Park and Trail Expansion

The committee discussed converting Loxahatchee Groves Park into a dedicated equestrian staging area. Committee members also proposed approaching the County to explore options for leasing or sharing underutilized parcels for recreational purposes. Committee Member Ashley Bruce specifically mentioned a drainage area near the hospital as a viable site for future equestrian or mixed-use recreational space.

CONSENSUS: IT WAS AGREED THAT TOWN STAFF WOULD LOOK INTO THE FEASIBILITY OF USING THE HOSPITAL-ADJACENT PROPERTY AND GATHER DETAILS REGARDING PARK OWNERSHIP AND PAST PROPOSALS.

Agenda Item: Locked Gates and Trail Access

Committee members, including Committee Member Ashley Bruce, raised concerns about locked gates preventing access to public trails. Specific concerns focused on gates located at Madison Green. It was noted that historical usage and easement rights needed to be reviewed.

MOTION: COMMITTEE MEMBER ASHLEY BRUCE MADE A MOTION REQUESTING THAT STAFF AND LEGAL COUNSEL INVESTIGATE THE STATUS OF THE LOCKED GATES AND EVALUATE OPTIONS TO RESTORE EQUESTRIAN ACCESS. SECOND: COMMITTEE MEMBER KATIE LAKEMAN SECONDED THE MOTION. VOTE: MOTION PASSED UNANIMOUSLY, 3-0.

Agenda Items: Future Improvements and Budget Priorities

The committee acknowledged that the limited budget and staff capacity presented challenges in making progress on trail development. Committee Member Darcy Dean Murray and Committee Member Ashley Bruce expressed frustration over the lack of progress, citing that many of the Town's trails remained disconnected or inaccessible. However, Public Works Director Richard Gallant highlighted the success of the Hide Park canal clearing project as an example of recent improvement.

Agenda Item: Upcoming Projects and Infrastructure Planning

Public Works Director Richard Gallant provided several updates:

- Ongoing canal-side trail clearing efforts
- Planned culvert replacement at F Road and Collecting Canal, which will include a designated equestrian path
- FY26 – FY27 plans to pave Upper and Lower North Road, with equestrian trail considerations pending easement acquisition

COMMENTS FROM COMMITTEE MEMBERS

No Comments from Committee Members

CONFIRM NEXT REGULAR MEETING DATE:

The next Roadway, Equestrian Trails, and Greenway Advisory Committee is scheduled for **5:00 P.M. Wednesday, April 24, 2025.**

ADJOURNMENT

MOTION: VICE CHAIRPERSON DARCY DEAN MURRAY MADE A MOTION TO ADJOURN THE MEETING. SECOND: THE MOTION WAS SECONDED BY COMMITTEE MEMBER KATIE LAKEMAN. VOTE: THE MOTION WAS APPROVED UNANIMOUSLY, 3-0.

THE MEETING WAS OFFICIALLY ADJOURNED AT APPROXIMATELY 6:30 P.M.

ATTEST:

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

Sammie T. Brown, FRA-RP, MEDP
Town Clerk Assistant

Frank Schiola
Roadway, Equestrian Trails, and Greenway Advisory
Committee
Chairperson

TOWN OF LOXAHATCHEE GROVES

155 F Road Loxahatchee Groves, FL 33470



AGENDA MEMO

TO: Roadway, Equestrian Trails, and Greenway Advisory Committee

VIA: Mary McNicholas, Town of Loxahatchee Groves Local Lobbyist

FROM: Office of the Town Clerk

DATE: Thursday, May 15, 2025

SUBJECT: Partnership Opportunity with Seminole Ridge High School Students – PSA on Equestrian Safety

Background:

Mary McNicholas, the Town's lobbyist, shared an exciting opportunity stemming from a recent Indian Trail Improvement District (ITID) meeting. ITID's Equestrian Trails & Infrastructure Advisory Committee successfully partnered with Seminole Ridge High School students to create a Public Safety Announcement (PSA) focused on equestrian safety. Ms. McNicholas met with the students involved, who expressed interest in producing a similar PSA for the Town of Loxahatchee Groves at no cost.

Ms. McNicholas has asked that the Seminole Ridge High School students be added to the beginning of the upcoming Roadways, Equestrian Trails and Greenway Advisory Committee meeting scheduled for **May 15, 2025**, for a **brief discussion** regarding the project. Given the approaching end of the school year, this timing could allow the Town to benefit from a student-produced PSA in the near future.

Recommendation:

Staff recommends the Committee hear the students' presentation and consider whether to support the proposed PSA project.

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155 F Road Loxahatchee Groves, FL 33470



AGENDA MEMO

TO: Roadway, Equestrian Trails, and Greenway Advisory Committee

VIA: Craig Lower, Public Works Superintendent

FROM: Office of the Town Clerk

DATE: Thursday, May 15, 2025

SUBJECT: Discussion – Gate Access at Madison Green

Background:

This item is a follow-up to the Committee's previous directions for staff to explore the gate access issue at Madison Green. In response, Palm Beach County Environmental Resources Management (ERM) has been invited to speak and provide insight into the matter.

Recommendation:

Staff recommends the RETGAC Committee hear from ERM representatives and engage in discussion to determine the next steps or provide additional context regarding the issue.