



## Executive Committee Meeting January 19, 2022 Meeting Minutes

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### **Attendance:**

Kurt Ardaman  
Lesa Boettcher  
Barbara Giles

Emily Hanna  
Stephen Koontz

### **I. Update on resolutions, letters of support**

Emily Hanna updated the executive committee on efforts to obtain resolutions from municipalities and letters of support from other supporting agencies. Those include:

- a. Ocoee – Ginger Corless checking on February 15 meeting.
- b. Winter Garden – Reached out to Kelly Carsen and Steve Pash, who will get back to her on possible date. Kurt Ardaman suggested that she may also contact Jon Williams or Tanya Gerhardt.
- c. Windemere – No response yet, but Emily will follow up.
- d. Oakland – Emily will send Steve Koontz the resolution to review and put on the agenda, possibly February 22.
- e. Gotha Rural Settlement – They have supplied letter of support.
- f. MetroPlan Orlando – Sent draft language for support letter.
- g. Orange County – Emily and Barbara spoke with Matt Sudemeyer with Orange County Parks. He replied that he thinks he sent one to Ginger Corless already. Lesa Boettcher confirmed that the letter was for the Initiative. Barbara will follow up with him.
- h. The Foundation for a Healthier West Orange – The executive committee agreed that a letter of support isn't necessary given the Foundation's investment and commitment.
- i. West Orange Chamber – Emily contacted Krista Carter and Stina D'Uva and will follow up.

### **II. Draft Press Release**

Barbara shared a draft press release announcing the formation of the Healthy West Orange Trails Connection working group. The committee agreed to add language that the \$5 million grant is seed money for capital improvements with a goal of bringing in additional funding partners to leverage the investment.

Barbara will also add the language to the Talking Points document to share with the steering committee.

### **III. Project Prioritization**

The committee discussed how to best work with the steering committee members to prioritize projects and determine next steps. At the February steering committee meeting, the group will discuss how each community could best utilize the funding over the next ten years, how the grant can best be leveraged with any trail projects the municipalities are planning/funding and how we can bring in additional funds.

Lesa suggested establishing a primary priority list for the \$5 million and a secondary list for projects that could be paid from any earnings from the currently invested seed money.



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### IV. Mapping project

Emily shared that MetroPlan Orlando is doing a feasibility and route analysis, and she has requested that they start with West Orange County. MPO will pay for xGeographic (PJ Smith) to complete the route mapping project and analysis.

### V. Kick-off event ideas

The committee brainstormed ideas for a HWOTC kick-off event, possibly in May, to review with the steering committee. The executive committee agreed that the kick-off will focus on communicating the mission of the HWOTC. Small bike rides from each city/town might take place this year with a larger ride connecting the five municipalities as a goal for next year. Community feedback or surveys may also be a component.

### VI. Trail standards and guidelines

Emily discussed the FOLA design standards and guidelines project and how we can incorporate their work into what we are doing. Orange County currently has no trail design guidelines/standards. Kurt suggested that this could possibly be a HWOTC sub-committee project. Steve pointed out that most of these decisions are currently done through development agreements, but guidelines could be helpful to planners/cities as they are negotiating these agreements. Emily and Steve will share the FOLA committee's progress.

### VII. Steering committee

The group reviewed the HWOTC steering committee member list. The group also discussed other organizations who could benefit HWOTC's mission from either a funding or activation standpoint. Emily is meeting with Dr. Phillips Charities later this week and will discuss their interest. Lesa suggested looking at possible funding from Central Florida Foundation's Thrive Funds.

### VIII. Administration

The group agreed on quarterly billing requirements including staff hours and other expenditures for Bike/Walk Central Florida.

### IX. Action items

- Next executive committee meeting is Wednesday, **February 16, at 10:30 a.m.** and steering committee meeting is **Thursday, February 17, at 11 a.m.**
- Barbara will make changes to press release and talking points.
- Emily will continue contacting the municipalities and supporting agencies for resolutions and letters of support.
- Barbara will have Ocoee trail connection added to BWCF website trail map.