



Attendance

Name	Affiliation	In-person	Online	Absent
K. Ardaman	West Orange Healthcare District		X	
L. Boettcher	Foundation for a Healthier West Orange		X	
S. Koontz	Town of Oakland			X
E. Hanna	Bike/Walk Central Florida		X	
P. Panza	Bike/Walk Central Florida		X	

Welcome and Introductions

P. Panza welcomed the group and called the meeting to order at 11:00am.

Approval of Minutes

ACTION: L. Boettcher motioned to approve the January Executive Committee minutes with change to fix meeting date in header; K. Ardaman seconded. **Motion approved.**

HWOTC Scope for FY23 (Final)

Out to Tracy for authorization

HWOTC Year One Report (Final)

Reviewed and discussed; noted one minor change to incorporate with any additional revisions that may come from SC on 2/16

Working Group and Project Updates

Communications & Events

- HWOTC Trail Events Map



Design & Connections Working Group

- Trailside Development Design Guidelines

Enhance & Restore Working Group

- Leadership change & member recruitment

Safety Working Group

- Trail Safety Audit Summary Report

HWOTC Funding Sustainability Model

- EH: we need to use this process to gain more buy-in altogether – participation, funding, etc. – without overtaking our partners
- LB: create “ownership” across the board; come up with options that scale to fit partners’ capacity for funding/in-kind/sponsorship/specific event sponsorship/direct fees
 - Project long-term annual funding needs/goals (e.g. through year 10/FY32)
- KA: separate implementation from facilitation dollars
 - LB: two lines of funding – facilitation is only required for as long as there are dollars for implementation, so what are the sustainable funding mechanisms to ensure that facilitation dollars are always there?
 - EH: can break up and scale per partners for facilitation
- LB: if possible, can EC get BFF funding model/funding structure for review *before* next EC so it can be a working meeting with some more people invited
 - EH: will send with a week or two for review but let’s keep March mtg just EC and then make April a working group mtg – lines us up to present something to SC in May

Advocacy

- Orange County Parks and Recreation
 - Make place on SharePoint for Advisory Board meeting agendas, email EC day before or after

New Business



Steve stepping down from Town of Oakland and HWOTC/HWOTC-EC; will need to call for nomination(s) at February 16 Steering Committee meeting

Other Business

- LB: are we going to get HWOTC tablecloth and tent?
 - o EH: yes
 - o PHP: peter on graphics?
 - LB: yes
 - o LB: C&E to review design

Next Steps & Upcoming Events and Meetings

Notes

Important Dates:

- **TAKE OVER THE TRAILS DAY – February 17, 2023**
- **Steering Committee – Thursday, February 16, 11 a.m. at HWO**
- Safety Working groups , 2nd Thursdays of each month 4:30 p.m. (virtual)
- Communications & Events, November 30th at 11am (virtual)
- Design & Connections, 2nd Tuesdays of each month at 11am (virtual)
- Enhance & Restore, TBD
- Executive Committee, 3rd Wednesdays of each month at 10:30am (virtual)

Meeting Adjourned