



## Attendance

| Name             | Affiliation  |
|------------------|--|
| <i>In-person</i> |  |
| K. Ardaman       | West Orange Healthcare District                            |
| L. Boettcher     | Foundation for a Healthier West Orange                     |
| K. Carson        | City of Winter Garden                                      |
| J. Dunn          | Friends of Lake Apopka                                     |
| E. Hearn         | Bike/Walk Central Florida                                  |
| E. Hanna         | Bike/Walk Central Florida                                  |
| M. Jose          | Orange County Parks & Recreation – 1 <sup>st</sup> meeting |
| S. Koontz        | Town of Oakland  |
| C. Moffett       | Orange County Parks & Recreation                           |
| S. Moss          | FDOT   |
| P. Panza         | Bike/Walk Central Florida                                  |
| T. Swanson       | Foundation for a Healthier West Orange                     |
| A. Trauger       | MetroPlan Orlando  |
| <i>Online</i>    |  |
| N/A              |  |

## Welcome and Introductions

P. Panza welcomed steering committee members and meeting attendees. Steve Koontz announced his resignation as Town Manager of Oakland (last day April 1) and stated he will no longer be on the Executive Committee of HWOTC. Nominations can be made via email to fill a vacant seat on Executive Committee. K. Carson put her name in for the position.

## Approval of Minutes

**ACTION:** L. Boettcher motioned to approve the November steering committee minutes. K. Carson seconded. **Motion approved.**

## Annual Report Review



P. Panza presented the Annual Report which had been reviewed by Executive Committee.

### **HWOTC Scope for FY23**

P. Panza presented FY23 Scope action items and discussion followed about HWOTC Wayfinding Plan and HWOTC Heritage Trail Plan timing. P. Panza stated that these projects were not currently in progress it was better to bring up now versus too late in FY23. L. Boettcher suggested to review working group deliverables and any questions for discussion.

### **Bike/Walk Central Florida Grant Goals 2023**

E. Hanna – Discussion about what steering committee would like to accomplish this year.

### **Working Groups Reports**

#### **Communications & Events – L. Boettcher**

Take Over the Trails Day- Rescheduled from Oct. 1, it will be on Friday, February 17, 2023 at 9am-12pm in Oakland. Bike/Walk has provided a HWOTC 2022 accomplishments reference sheet for each table to assist in talking points with event attendees.

Online Trail Events Map - P. Panza provided a show and tell of the map, which is now live online with updates to come. L. Boettcher added that this working group reviewed and tested to ensure it was ready for input. HWO and BWCF can help support future partner events. This is one of many touch points to highlight events on or near trails in Orange County. P. Panza stated there are lots of ways this online map can be integrated and gave an example of signage. It could also have stand alone web address. J. Dunn mentioned it could be feeder for statewide recognition. L. Boettcher said from a sustainability with some key sponsors it could be a potential revenue stream. P. Panza asked that it be shared with partner's PIO or Event Coordinator and/or he can work directly with them.

#### **Design & Connections – P. Panza**

GIS Trail Evaluation Tool - BWCF proceeded with development of this tool. Input from the working group was to pursue integration with the Trail Priorities Matrix. Steering committee will help with data and not use data alone.



Trailside Development Guidelines – P. Panza stated this was a priority task for FY23. Review materials have been re-distributed to working group.

### **Enhance & Restore**

Working Group Leadership - P. Panza applauded J. Dunn for all his efforts and accomplishments leading the group and for HWOTC as chair of the working group. Maria Jose, Orange County Parks & Recreation, will be the new lead. She is a planner and works with M. Sudemeyer, R. Ramos and C. Moffett and excited to join the group. She will update the SC on Phase 1 of the regional park at next meeting.

West Road Underpass Project – J. Dunn shared that 32 firebushes were planted by CFX along Orange County Parks fence.

Next Steps - Ingram Road parking area – Opportunities? • ID additional opportunities for FY23 • “original” list of 9

### **Safety**

Dec. 14, 2022 Trail Safety Audit – P. Panza shared how walking and biking groups completed this particular section of the West Orange Trail from Apopka-Vineland Outpost north to Keene Rd (4 miles). The group is working on a summary report to include outcomes from the audit, info that can be provided to trail users, and what action items can be disseminated to other working groups. Field Observations by category were shared. CPTED stands for Crime Prevention Through Environmental Design. Trail safety audits will continue quarterly and locations will be identified using data from the 2022 Trail Safety Survey. Safety working group is actively recruiting new members, possibly in the area of law enforcement or landscape architect.

### **Next Steps**

### **New Business**

Steve Koontz has resigned as Town Manager of Oakland. He will also leave his role on the Executive Committee of HWOTC.

### **Other Business**



L. Boettcher reminded the group how the Scavenger Hunt cards are to be stamped and turned into HWO at Take over the Trails Day. She also announced the HWO Dance Challenge is coming up in April. The ribbon cutting event took place Tuesday at the new Healthy West Orange Wellness Park in Ocoee. March 25 from 10am-2pm. HWO will host Block Party at the park. Email Jason Cannon if interested in being a vendor. The idea of HWOTC tablecloth for attending such events was brought up.

## **Upcoming Events and Meetings**

### Important Dates:

- Steering Committee – Thursday, May 18, 11 a.m. at HWO
- Executive Committee, 3<sup>rd</sup> Wednesdays of each month at 10:30am (virtual)
- Working Group Meetings
  - Communications & Events, March 8, at 11:00am (virtual)
  - Design & Connections, 2<sup>nd</sup> Tuesdays of each month at 11:00am (virtual)
  - Enhance & Restore, TBD
  - Safety Working, 2<sup>nd</sup> Thursdays of each month 4:30 p.m. (virtual)