



Attendance

Name	Affiliation	In-person	Online	Absent
K. Ardaman	West Orange Healthcare District		X	
L. Boettcher	Foundation for a Healthier West Orange		X	
G. Corless	City of Ocoee		X	
K. Carson	City of Winter Garden		X	
E. Hanna	Bike/Walk Central Florida		X	
P. Panza	Bike/Walk Central Florida		X	
K. Freeburg	Bike/Walk Central Florida		X	

Welcome and Introductions

Patrick Panza welcomed attendees, including nominated new members G. Corless and K. Carson, and noted attendance.

Approval of Minutes

ACTION: L. Boettcher motioned to approve both the March and April Executive Committee minutes. K. Ardaman seconded. **Motion approved.**

Working Group Updates

Communications & Events Working Group

- Discussed the recently created and distributed HWOTC Monthly Partner Update email and forthcoming HWOTC event support (education and outreach)

Design & Connections Working Group

- P. Panza provided a progress update on development of the Trailside Development Design Guidelines.



Enhance & Restore Working Group

- P. Panza provided an update on the status of Orange County Parks and Recreation Division support for future working group projects, including the Ingram Road trailhead enhancements.

Safety Working Group

- P. Panza provided an update on upcoming activities with the Safety Working Group:
 - o Proposed dates for next two trail safety audits to go out soon in a Doodle poll; Saturday and weekday options for both June and July
 - o Locations selected by working group to be sent for review by Orange County Parks Division staff

HWOTC Funding Sustainability Model

- Discussion continued solidifying plan to present the funding sustainability plan to the Steering Committee during the May 18 meeting.

New Business

- G. Corless noted that Jack Butler, Interim Town Manager, is no longer with the Town of Oakland.
- Executive Committee recurring meeting schedule
 - o Members discussed and selected the 3rd Monday of each month from 4 to 5pm EST.
- External Communications
 - o L. Boettcher suggested that we prepare for budgeted efforts in FY24 so we can develop the approach.
 - o E. Hanna proposed integrating HWOTC messaging into the Bike/Walk Weekly email newsletter.
 - L. Boettcher requested the latest edition to be sent to EC for review.

Other Business

- none



Upcoming Events & Meetings

- **Steering Committee: May 18th, 11:00 a.m. to 12:30 p.m. (in-person)**
- Executive Committee: 3rd Monday of each month at 4:00 p.m. (virtual)
- Working Groups:
 - Communications & Events: 2nd Wednesday of each month at 11:00 a.m. (virtual)
 - Design & Connections: 2nd Tuesday of each month at 11:00 a.m. (virtual)
 - Enhance & Restore: 1st Thursday of each month at 10:00 a.m. (virtual)
 - Safety: 2nd Thursday of each month 4:00 p.m. (virtual)