



Attendance

Name	Affiliation
<i>In-person</i>	
L. Boettcher	Foundation for a Healthier West Orange
K. Carson	City of Winter Garden
J. Dunn	Friends of Lake Apopka
P. Bhattacharya	FDOT
M. Jose	Orange County Parks & Recreation
G. Corless	City of Ocoee
S. Larsen	MetroPlan Orlando
E. Hanna	Bike/Walk Central Florida
P. Panza	Bike/Walk Central Florida
<i>Online</i>	
N/A	

Welcome and Introductions

P. Panza welcomed Steering Committee members and meeting attendees.

Approval of Minutes

Quorum not met; voting to be facilitated through email correspondence.

Executive Committee Membership

P. Panza reviewed the background and recommended action to approve the Executive Committee’s recommendation for filling the Executive Committee City-representative vacancy.

Quorum not met; voting to be facilitated through email correspondence.

Funding Sustainability Plan

E. Hanna presented background on the Funding Sustainability Plan effort. Steering Committee members and meeting attendees discussed plan timelines, facilitation needs, and future communications and meetings for the Funding Sustainability Plan.



Take Over the Trails Day Event

P. Panza provided a recap of the February 2023 Take Over the Trails Day event, including social media snippets and a summary of partner feedback.

Working Groups Reports

P. Panza provided activity updates for each HWOTC Working Group:

Communications & Events – L. Boettcher

- Internal Communications: New “HWOTC Monthly Partner Update”
- External Communications: plan in development
- Trail Events Map & Database: updates in progress
- 2024 Take Over the Trails Day: date selection in progress
- Communication Outreach: approach in development

Design & Connections – P. Panza

- Trailside Development Guidelines: progress update

Enhance & Restore

- Completed Projects: West Road Underpass Firebush plantings (March 21st)
- Ongoing Projects: Ingram Road Trailhead
- Grant application opportunity from The Nature Conservancy’s Cities Network

Safety

- Membership recruitment reminder
- December 2022 Trail Safety Audit summary document is complete
- Additional Trail Safety Audits in planning phase

New Business

- None

Other Business

- None



Upcoming Events and Meetings

Important Dates:

- Steering Committee Meeting: August 17, 2023
- Executive Committee Meeting: 3rd Mondays at 4:00pm (virtual)
- Working Group Meetings
 - Communications & Events: 2nd Wednesdays at 11:00 am (virtual)
 - Design & Connections: 2nd Tuesdays at 11:00 am (virtual)
 - Enhance & Restore: 1st Thursday of each month at 10:00 a.m. (virtual)
 - Safety: 2nd Thursdays at 4:30 pm (virtual)