



## Attendance

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

## Welcome and Introductions

Patrick Panza welcomed attendees and noted attendance.

## Approval of Minutes

**ACTION:** *LB motioned to approve the December Executive Committee minutes; GC seconded the motion. Motion approved, unanimously.*

## FY 24 HWOTC Program Management & Facilitation Funding Agreement (Review)

- P. Panza facilitated committee review of the modifications made to the facilitation agreement and budget and asked for input from members.
- Members discussed additional revisions to clarify the intent of sponsorship program goals; BWCF staff agreed to clarify the language and provide a revised draft for review.



## **Working Group and Project Updates**

P. Panza provided updates on working group activities:

### Communications & Events

- Pre-event planning is continuing for the 2024 Take Over the Trails Event on Thursday, February 22; final outreach for securing participants is underway.
- L. Boettcher notified members that she will not be in attendance at the event and that an alternative representative from FHWO will take her place.

### Design & Connections Working Group

- The Trailside Development Design Guidelines draft document is being prepared for the March 2024 Steering Committee meeting.

### Enhance Working Group

- The recap and recommendation summary for the December 15 West Orange Trail Ocoee trail safety audit is being finalized in collaboration with working group members.
- A follow-up observation was performed on the West Orange Trail in Winter Garden on December 15.
- The working group will be resuming the search for trail safety audit locations with a re-tooling of the Trail Safety Survey to encompass all trails in the Healthy West Orange District - recommendations from Committee and working group members are welcome.

## **New Business**

None discussed.

## **Other Business**

- E. Bush informed members that a Bike/Walk Central Florida Board Member is interested in sponsoring and tabling at the 2024 Take Over the Trails Day. Discussion ensued; members advised to defer sponsorship activities until completion of the full HWOTC Sponsorship Program.



January 22, 2024  
Healthy West Orange Trails Connection  
Executive Committee Meeting  
Meeting Minutes

## **Upcoming Events & Meetings**

- Steering Committee Meeting: 28 Mar 2024
- Executive Committee Meeting: 19 Feb 2024
  - Communications & Events: 7 Feb 2024
  - Design & Connections: 6 Feb 2024
  - Enhance (a.k.a. Enhance & Restore and Safety): 1 Feb 2024

**Meeting Adjourned at 5:08 PM**