



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: L. Boettcher motioned to approve the January Executive Committee minutes; G. Corless seconded the motion. **Motion approved, unanimously.**

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

- P. Panza provided a review of modifications made to the FY24 HWOTC Program Management & Facilitation Agreement and Budget (Agreement) and asked for input from members. Discussion ensued.
 - o Bike/Walk Central Florida (BWCF) will prepare and distribute the final Agreement to Executive Committee members for signatures; L. Boettcher will distribute the Agreement within FHWO for final execution.



2023 Annual Report Draft

- Patrick Panza presented the draft of the 2023 HWOTC Annual Report and requested comments from Executive Committee members. Discussion ensued.
 - o BWCF will prepare and distributed a revised Annual Report for final Executive Committee review at the March 18, 2024 meeting.

FDEP SUN Trail Priority Reranking

- P. Panza and E. Bush shared updates on FDEP Office of Greenways and Trails upcoming meeting to determine changes in the priority ranking for trail projects applying for SUN Trail funding.
- L. Boettcher asked for clarification on whether this might exclude some trail projects from funding eligibility.
 - o E. Bush clarified that SUN Trail funding is prioritized for shovel-ready projects connecting to the SUN Trail network; the Coast-to-Coast trail runs through west Orange County and may present trail projects within the HWO Priority Area an opportunity for prioritization based on connections to the SUN Trail network.

Working Group and Project Updates

Communications & Events

- P. Panza provided an update on activities within the Communications and Events Working Group, including updates on the upcoming 2024 Take Over the Trails Day (Thursday February 22, 2024).

Design & Connections Working Group

- P. Panza provided an update on activities within the Design & Connections Working Group, including the HWOTC Trailside Development Design Guidelines. The draft document is being prepared for review at the March 28, 2024 Steering Committee meeting.



Enhance Working Group

- P. Panza provided an update on activities within the Enhance Working Group, including progress on creation of a new updated trail safety survey intended to guide HWOTC toward locations for additional trail safety audits.
- G. Corless recommended considering facilitating audits for HWOTC Partners along corridors being evaluated for future trails, in order to identify concerns to be addressed during the trail design phase.

New Business

- None discussed.

Other Business

- E. Bush asked members whether development of the HWOTC sponsorship program should begin in the Executive Committee or within a Working Group.
 - o L. Boettcher recommended placing this topic on the next agenda for the Communications & Events Working Group.

Upcoming Events & Meetings

- Steering Committee Meeting: 28 Mar 2024
- Executive Committee Meeting: 18 Mar 2024
 - o Communications & Events: 6 Mar 2024
 - o Design & Connections: 5 Mar 2024
 - o Enhance: 7 Mar 2024

Meeting Adjourned at 5:16 PM