



Attendance

Name	Affiliation	In-person	Online	Absent
K. Ardaman	West Orange Healthcare District (WOHD)		x	
L. Boettcher	Foundation for a Healthier West Orange (FWO)		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 February Executive Committee minutes; K. Ardaman seconded the motion. **Motion approved, unanimously.**

2023 Annual Report Draft

- Executive Committee members reviewed the 2023 HWOTC Annual Report Draft; discussion ensued. Members requested that BWCF staff distribute a final draft to all Committee members for a vote by email by the following Wednesday.

March Steering Committee Agenda

- P. Panza provided an overview of the draft agenda for the upcoming March 28, 2024 Steering Committee meeting; members provided input and requested revisions and additional agenda items.

Trailside Development Document

- P. Panza provided an overview of the HWOTC Trailside Development Guidelines document. Executive Committee members provided guidance on how to present the document to the Steering Committee for the most direct and useful feedback.



Working Group and Project Updates

P. Panza provided updates on current and upcoming HWOTC Working Group activities.

Communications & Events

2024 Take Over the Trails Day: Thurs February 22, 2024

- BWCF staff is working on creation of an event recap;
- The Working Group will begin work to identify Trail Blazers Challenge events for 2024-2025.

Design & Connections Working Group

Trailside Development Design Guidelines

- A full draft will be reviewed at the March 28, 2024 Steering Committee meeting.

Enhance Working Group

- The Working Group is finalizing a trail safety survey for the entire HWOTC Priority Area;
- BWCF staff requested feedback from Working Group members on the possibility of facilitating future trail corridor audits for HWOTC Partner Cities and Towns; the Working Group members indicated support for such an effort.

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.



March 18, 2023
Healthy West Orange Trails Connection
Executive Committee Meeting
Meeting Minutes

Upcoming Events & Meetings

- Steering Committee Meeting: March 28, 2024
- Executive Committee Meeting: April 14, 2024
 - Communications & Events: April 3, 2024
 - Design & Connections: April 2, 2024
 - Enhance: April 3, 2024

Meeting Adjourned at 5:09 PM