



## Attendance

Name	Affiliation
<i>In-person</i>	
L. Boettcher	Foundation for a Healthier West Orange
P. Brown	Foundation for a Healthier West Orange
K. Carter	Foundation for a Healthier West Orange
R. Richter	Gotha Rural Settlement
G. Corless	City of Ocoee
J. Dunn	FOLA
K. Carson	City of Winter Garden
T. Elliot-Moore	Town of Windermere
M. Jose	Orange County Parks & Recreation
D. Dietzen	Orange County District 1 Commissioner's Office
S. Bechelli	Orange County District 1 Commissioner's Office
A. Morgan	Kittelsohn & Associates Inc.
G. Walker	Kittelsohn & Associates Inc.
G. Bunton	Bike/Walk Central Florida
A. Strasshofer	Bike/Walk Central Florida
P. Panza	Bike/Walk Central Florida
E. Bush	Bike/Walk Central Florida
<i>Online</i>	



## Welcome and Introductions

P. Panza welcomed Steering Committee members and meeting attendees.

L. Boettcher made an announcement announcing Krista Carter as the new Director for Healthy West Orange.

## Approval of Minutes

**ACTION:** *T. Elliot-Moore motioned to approve the March 2024 Steering Committee minutes; G. Corless seconded the motion. Motion passed unanimously.*

## FY25 Program Facilitation Funding Agreement

- P. Panza reviewed the funding agreement discussion and provided updates to the Committee.

## HWOTC Trail Project Grant Program

### Online Portal

- P. Panza presented the application portal to the committee and requested comments from members who had viewed it prior to the meeting. Members were content with all aspects of the website, application, and supplementary materials. The Committee decided that an application deadline should be placed in December for small grant applications.
- **ACTION:** *T. Elliot-Moore motioned to approve publication and distribution of online application portal and support materials with revisions made to inform applicants of the closing date for the current application window, as necessary; G. Corless seconded the motion. Motion passed unanimously.*

## Trailside Development Design & Policy Guidelines

- P. Panza reviewed the Trailside Development Design & Policy Guidelines and requested a motion to accept the document as final.
  - T. Elliot-Moore informed P. Panza that the agenda erroneously stated that the Committee would be approving the annual report, and not the Design Guidelines.



- **ACTION:** K. Carson motioned to accept the Trailside Development Design & Policy Guidelines as final. T Elliot-Moore seconded. **Motion passed unanimously.**

## Working Groups Reports

P. Panza provided updates on recent HWOTC Working Group activities:

### Communications & Events

- The Trails Safety Survey was released and had 81 responses at the time of presentation. Planning for a community trail cleanup on the West Orange Trail in Apopka on September 7, 2024, has started.

### Enhance & Restore + Safety

- The Bluford Avenue downtown trails in Ocoee have been audited, and the summary document for the audit has been completed. A meeting with G. Corless and Ocoee staff will follow.

### New Business

- None discussed.

### Other Business

- L. Boettcher encouraged members to share information about the HWO Splash Challenge through social media channels.

## Upcoming Events and Meetings

Important Dates:

- Steering Committee Meeting: Sep 26, 2024
- Executive Committee Meeting: 3<sup>rd</sup> Mondays at 4:00pm (virtual)
- Working Group Meetings
  - Communications & Events: 2<sup>nd</sup> Wednesdays at 11:00 am (virtual)
  - Design & Connections: 2<sup>nd</sup> Tuesdays at 11:00 am (virtual)
  - Enhance & Restore: 1<sup>st</sup> Thursday of each month at 10:00 a.m. (virtual)
  - Safety: 2<sup>nd</sup> Thursdays at 4:30 pm (virtual)