NORTH BAY VILLAGE
EST. 1945

NORTH BAY VILLAGE
OFFICIAL AGENDA
COMMUNITY ENHANCEMENT BOARD
VIRTUAL MEETING
ZOOM MEETING ID: 845 9261 7595
WEDNESDAY, FEBRUARY 25, 2026 at 6:30 PM

1. **Opening Items**
   1A. Call to Order
   1B. Roll Call

2. **Approval of Meeting Minutes**

   2.A. Approval of the December 18, 2026, Meeting Minutes

   12.18.2026 CEB Minutes PDF.pdf

3. **Old Business**

   3.A. Discussion and Update on "Board Action Tracking" Document

   3.B. Discussion and Update on 'Rolling Agenda List" Document

4. **New Business**

   4.A. Discussion on the ongoing Comcast Installation Areas and Strategies to Enhance Beautification

5. **Staff / Commission Liaison Updates**

6. **Public Comments**

7. **Agenda Items for Next Meeting: Wednesday March 25, 2026**

8. **Adjournment**

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NORTH BAY VILLAGE
EST. 1945

NORTH BAY VILLAGE
COMMUNITY ENHANCEMENT
BOARD ADVISORY BOARD

VIRTUAL MEETING MINUTES
***18, DECEMBER* 2025, | 6:30 P.M.**
MEETING ID: 845 9261 7595

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1. **Call to Order / Roll Call:**
    a. Vice Chair Farrugia called the virtual meeting to order at *6:38 p.m*.
        i. **Board Members Present:**
            1. Bree Farrugia, Chair
            2. Jacob Petrini, Vice Chair
            3. Christopher Cotton, Secretary
        ii. **Board Members Absent:**
            1. Nick Quay, Board Member
            2. Alexei Segal, Board Member
        iii. Commissioner Liaison Present
            1. Andy Daro, Harbor Island Commissioner
        iv. **Village Staff Present:**
            1. Lili Torres, Community Engagement Director

2. **Approval of Last Meeting Minutes:**
    a. Minutes of October 29, 2025, meeting were viewed, motions for approval were made and approved unanimously.
3. **Old Business:**

4. **New Business:**
    a. Discussion on Creating "Board Action Tracking" Document
        i. Chair Farrugia proposed a tracking document to improve the efficiency, transparency, and continuity of the Committee. This document would be a living record of the projects, project ownership and project status. The Committee would be able to have a formal approach to review existing projects and status but also use the document as a repository to capture and organize ideas for future enhancement endeavors. Chair Farrugia offered to take the lead on drafting the initial document and be responsible for updating same. The document list and any subsequent discussions would be made a part of the Meeting Minutes. Chair Farrugia made a motion to adopt the Board Action Tracking Document to be

managed by Chair Farrugia. Vice Chair Petrini seconded the motion.

b. Discussion on Creating a "Rolling Agenda List" document
    i. Simultaneously with the discussion of the Board Action Tracking document, there was further discussion to include this tracking document as part of a regular rolling agenda item. Any discussions related to projects or ideas on the list would be incorporated into the Meeting Minutes. This would ensure transparency and compliance.
c. Discussion of Minute Drafts Preparation and Circulation
    i. Secretary Cotton shared his process for preparing minutes, using a combination of notes, recordings, and AI Summaries. He explained that by doing so, Meeting Minutes creation could be streamlined, easier to draft, and submitted in a timely manner. The Board offered support for this approach.
d. Discussion of Island Walk
    i. Commissioner Daro reported that the Commission approved sending attorney letters in January to associations with closed island walks, putting them on notice to open them as they are considered public space. Associations would have 60 days to comply.
    ii. Next steps would be to consider rules and regulations, which would include community outreach, signage, cleanliness, and security.
    iii. The Board discussed ways of encouraging associations to participate in Island Walk such as murals and art installations along the walk.
e. Report on the Award of Contract for the Bus Shelter Project
    i. Commission Daro reported that a vendor has been selected for the project, which is now funded and ready to proceed.

5. Staff / Commission Liaison Updates:

a. Commissioner Daro incorporated his liaison updates the discussions on Island Walk and the Bus Shelter Project outlined above.
b. Other Discussion
    i. Secretary Cotton opened a discussion on strategies to increase public engagement in Community Enhancement initiatives. He shared his efforts to promote the board's meetings to residents, suggesting more outreach through community boards and social media. Chair Farrugia and Director Torres proposed including updates about the Board's activities in the village newsletter. The board agreed to start contributing monthly updates to the newsletter (with the responsibility rotated among members). They also discussed using the newsletter to preview upcoming meeting agendas, aiming to increase public participation.

6. Public Comments: None

7. Discussion of Agenda Items for Next Meeting:

a. Action Tracking Document (Rolling Agenda Item)
b. Island Walk – further discussions regarding signage, rules and regulations, cleanliness, and security.

[*The date for the next meeting will be on the agenda***.]**

8. **Adjournment:**
    a. **Motion to Adjourn:** Chair Farrugia made a motion to adjourn.
        i. **Second:** Vice Chair Petrini
        ii. **Vote:** All in favor
        iii. **Motion:** PASSED
    b. **Adjourned:** 7:20 p.m.