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AGENDA

Inter-Neighborhood Council Organization (INCO) Executive Board
Regular Meeting
City Council Chambers Closed Session Room - 305 W. Third Street
August 13, 2025
6:00 p.m.

To join remotely, click on the link below:

<https://us06web.zoom.us/j/88396471151?pwd=hyZ00kspiEMG2bZMZbS1ZcDkx6SdhU.1>

Or telephone (toll-free): (877) 853-5257

Meeting ID: 883-9647-1151

Passcode: 667146

If you wish to speak during public comments or a particular item on the agenda, please sign on by following the Zoom call in using the information listed above. Once the presiding officer calls for public speakers, over the phone, press *9 to raise your hand, or if online, click the raised hand icon in the Zoom interface to inform the presiding officer you would like to speak during the public speaking section for that particular item on the agenda.

In accordance with Assembly Bill 2449, members of the legislative body may meet in-person or remotely. To participate remotely, sign on by following the Zoom call in using the information listed above.

YOU MAY PARTICIPATE IN THE MEETING IN THE FOLLOWING WAYS:

1. ATTEND THE MEETING AT THE LOCATION LISTED ABOVE OR VIA ZOOM
2. EMAIL COMMENTS OR REQUESTS TO SPEAK BEFORE THE MEETING
 - a. Submit a request to speak no later than 3:00 p.m. on the day of the meeting by contacting the INCO Executive Secretary Samantha Shapiro at (805) 385-7447 or samantha.shapiro@oxnard.org. Please indicate the agenda item number in the subject line.
3. PROVIDING PUBLIC COMMENTS REMOTELY DURING THE MEETING
 - a. To provide a public comment during the meeting dial (877) 853-5257 and enter the Meeting ID and Passcode listed above as the Zoom details for this meeting. When the Chair announces the particular item on the agenda you want to speak on, press *9 to raise your hand. Once called on, press *6 to unmute your phone.
 - b. Public comments on agenda items will be taken following any presentation of the item. After the item is announced, members of the public may register or otherwise be recognized for the purpose of providing public comment. The presiding officer shall limit public comments to three minutes.

A. ROLL CALL

In compliance with the American with Disabilities Act, if you require special assistance to participate in a meeting, please contact the City Clerk's office at (805) 385-7803. Notification at least 72 hours prior to the meeting will enable the City to reasonably arrange for your accessibility to the meeting.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of July 9, 2025
RECOMMENDATION: Approve.

C. PUBLIC COMMENTS

At this time, a person may address the Executive Board on matters within the subject matter jurisdiction of the Executive Board. The Executive Board cannot enter into a detailed discussion or take any action on any items presented during public comments at this time. Such items may only be referred to the Executive Secretary for administrative action or scheduled on a subsequent agenda for discussion. Public comments on items on the agenda will be considered at the time of consideration of the agenda item. The presiding officer shall limit public comments to three minutes.

D. BUSINESS

1. SUBJECT: Discussion on INCO Subcommittee Requirements
RECOMMENDATION: That the INCO Executive Board receive information on INCO subcommittee (standing and ad-hoc) requirements from Assistant City Attorney Jason Zaragoza, followed by discussion.
2. SUBJECT: INCO Subcommittees
RECOMMENDATION: That the INCO Executive Board receive an update, followed by discussion.
3. SUBJECT: INCO General Membership Meeting
RECOMMENDATION: That the INCO Executive Board discuss and set the agenda for the next INCO General Membership meeting.

E. REPORT OF THE EXECUTIVE SECRETARY

The Executive Secretary shall report on items of interest to the INCO occurring since the last meeting. The INCO cannot enter into detailed discussion or take action on any items presented during this report. Such items may only be referred to the Secretary for administrative action or scheduled on a subsequent agenda for discussion.

F. EXECUTIVE BOARD REPORTS

The Executive Board may individually report on items of interest or concern. The INCO Executive Board cannot enter into a detailed discussion or take action on any item presented during these reports.

G. ITEMS FOR FUTURE CONSIDERATION

Members may request that items be placed on future agendas for extended discussion.

H. ADJOURNMENT



MINUTES
Inter-Neighborhood Council Organization (INCO)
Executive Board Meeting
Wednesday, June 11, 2025

A. ROLL CALL

At 5:00 p.m., Chair Velzy called the meeting to order in the Closed Session Conference Room. Present was Chair Velzy, 1st Vice Chair Hewitt and 3rd Vice Chair Bissonnette. 2nd Vice Chair Arroyo arrived at 5:02 p.m. and 4th Vice Chair Tauber arrived at 5:07 p.m.

B. APPROVAL OF MINUTES

Motion by Bissonnette, seconded by Tauber. The minutes of the March 12, 2025 meeting were approved.

Motion by Bissonnette, seconded by Tauber. The minutes of the June 11, 2025 meeting were approved.

C. PUBLIC COMMENTS Public Comments were received by:

None.

D. OLD BUSINESS

1. SUBJECT: INCO Subcommittees

RECOMMENDATION: That the INCO Executive Board receive an update, followed by discussion.

Activation Committee: Chair Velzy shared that she contacted John Beck from the College Estates neighborhood to see if he would be interested in helping with activation efforts. He will help beginning in September.

There was a general discussion about subcommittees. Chair Velzy requested confirmation from the City Attorney's Office that subcommittees are permitted as long as there is less than a quorum of members present.

E. NEW BUSINESS

1. SUBJECT: Neighborhood Bulky-Item Drop Off Days

RECOMMENDATION: That the INCO Executive Board discuss and provide feedback regarding the Neighborhood Bulky Item Drop-Off Days, and discuss any recommendations.

Chair Velzy added this item to the agenda in response to changes about the bulky item drop-off day that were made with INCO's input and without being communicated to the INCO general membership as a whole. Chair Velzy expressed that she is unhappy with these changes and will be discussing it further during the General Membership agenda item. A discussion ensued among Executive Board members regarding the pre-COVID event, post-COVID event, and possible recommendations. 3rd

Vice Chair Bissonnette suggested that Environmental Resources (ER) staff attend an INCO meeting once a year to discuss the program.

2. SUBJECT: INCO General Membership Meeting

RECOMMENDATION: That the INCO Executive Board set the agenda for the next INCO General Membership meeting

Topics for the August INCO General Meeting agenda included an update on vapor intrusion in the Via Marina neighborhood by 4th Vice Chair Doug Tauber and an open discussion on the bulky-item drop off days with Environmental Resources staff.

Future agenda item considerations include a Brown Act Training by the City Attorney's Office, Daylight Law enforcement, an update on PCI/Streets/Alleyways, and an update on security cameras.

F. EXECUTIVE BOARD REPORTS

None received.

G. FUTURE AGENDA ITEMS

None received.

H. ADJOURNMENT

Without objection, Chair Velzy adjourned the meeting at 5:46 p.m.

Respectfully submitted,

Samantha Shapiro
Executive Secretary