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AGENDA
Inter-Neighborhood Council Organization (INCO) General Membership
Regular Meeting
Council Chambers, 305 West Third Street
November 5, 2025
6:00 p.m.

To join remotely, click on the link below:

<https://us06web.zoom.us/j/89904531547?pwd=mcbG68x2P8HfcWkGI2e1gZnOEqbb0y.1>

Or telephone (toll-free): (877) 853-5257
Meeting ID: 899 0453 1547
Passcode: 911653

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.

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.

A. ROLL CALL/PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES

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

C. PUBLIC COMMENTS

At this time, a person may address the INCO on matters within the subject matter jurisdiction of the INCO. The INCO 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: Holiday Events and Programs
RECOMMENDATION: That the INCO General Membership receive a verbal update from Olympia Hugo and Esteban Melchor, Recreation Supervisors, on the holiday events and programs organized by the City's Cultural and Community Services Department.
2. SUBJECT: INCO Executive Board Election
RECOMMENDATION: That the INCO General Membership elects the new Executive Board for 2026
3. SUBJECT: Parade & Festival Update & Discussion
RECOMMENDATION: That the INCO General Membership receive an update from the Parade & Festival Subcommittee, followed by an open discussion.

E. NEIGHBORHOOD CHAIR REPORTS

Neighborhood Chairs may individually report on items of interest or concern to their neighborhoods. The INCO cannot enter into a detailed discussion or take action on any item presented during these reports.

F. 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.

G. EXECUTIVE BOARD REPORTS

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

H. ITEMS FOR FUTURE CONSIDERATION

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

I. ADJOURNMENT

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.

Draft MINUTES
Inter-Neighborhood Council Organization (INCO) General Membership
Wednesday, October 1, 2025

A. ROLL CALL/PLEDGE OF ALLEGIANCE

At 6:04 p.m., Chair Diana Velzy called the meeting to order.

Present were: Christopher Bissonnette, Blackstock South; Jon Huycke, Bryce Canyon North; Raini Steffen, Cabrillo; Vilma Contreras, Carriage Square; Roger Poirier, Hobson Park East; Robert Lucio, Kamala Park; Diana Velzy, Orchard Park; Lissa Hewitt, Oxnard Dunes; Walt Hagedohm, Oxnard Shores; Sandy Diaz, Rio Lindo; Paul Schnebelen, Riverpark; Alfonso Arroyo, Rose Park; Ellis Carter (vice chair), Southbank; Michael Gleason, West Village; Brian Landers, Windsor North/River Ridge.

A quorum of members was present.

Chair Velzy read a statement about the passing of Len Shulman, former chair of Carriage Square.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of September 3, 2025

RECOMMENDATION: Approve.

ACTION: Motion by Christopher Bissonnette, second by Roger Poirier. All in favor. The minutes were approved as written.

C. PUBLIC COMMENTS

Roger Poirier - shared appreciation for Len Shulman's community impact and friendship.

Jack Villa - shared comments about Len Shulman's support, involvement, and friendship.

D. BUSINESS

1. SUBJECT: Brown Act Training

RECOMMENDATION: That the INCO General Membership receive a Brown Act training from Assistant City Attorney Jason Zaragoza, followed by Q&A.

Assistant City Attorney Jason Zaragoza provided the training to the INCO general membership. A Q&A followed, including if the neighborhood councils are subject to the Brown Act, virtual attendance requirements, and social media and email restrictions.

2. SUBJECT: Parade & Festival Subcommittee Update

RECOMMENDATION: That the INCO General Membership receive an update from the Parade & Festival Subcommittee, followed by discussion.

Cabrillo Chair Raini Steffen provided an update on the subcommittee's work. The parade organizers have not released applications yet, so they are still waiting on a fee structure or limitations. They are seeking commitment from 15 neighborhoods interested in participating; there are 6 confirmed as of today. This is a request for interest in participation, not a commitment for time or effort.

E. NEIGHBORHOOD CHAIR REPORTS

Walt Hagedohm, Oxnard Shores – held a successful election meeting last week. Supervisor Lopez and Councilmember Perello were present. Their council is focused on the airport study that came out a couple of months ago, especially an exhibit that was not released with the original report; they are advocating to extend the public comment period to allow for the public to respond to these concerns. Encouraged neighborhood councils interested in this issue to support their effort at the airport authority meeting.

Raini Steffen, Cabrillo - next meeting scheduled for October 29th with City Manager and election Sandy Diaz, Rio Lindo - held meeting on September 18th with Councilman Starr and Jerry Martinez from CERT and Andrew Dickson from Code Compliance.

Robert Lucio, Kamala - holding election meeting on 10/2, hoping to get a quorum. The City Manager will be presenting and they are conducting a needs assessment.

Brian Landers, Windsor North/River Ridge - held successful neighborhood cleanup, thanks to Rebecca and Sean for a seamless event.

Paul Schnebelen, Riverpark - Neighborhood cleanup was successful. Next meeting is on 10/8 with Supervisor LaVere to discuss issues with Santa Clara River watershed.

Jon Huycke, Bryce Canyon North - neighborhood meeting scheduled for October 22nd. Cleanup scheduled for November 8th.

Alfonso Arroyo, Rose Park - having a cleanup this weekend 10/4 from 8 am - 2 pm

Chris Bissonnette, Blackstock South - held meeting on 9/18 but did not meet quorum. Having a meeting on 10/23 for an election.

Lissa Hewitt, Oxnard Dunes - held a meeting last week with Councilmember Perello. Next meeting is October 16th

Diana Velzy, Orchard Park - meeting scheduled for 10/23, speaker will be Mayor Pro Tem Teran. Next cleanup is on 10/25.

F. REPORT OF THE COMMISSION SECRETARY

None.

G. EXECUTIVE BOARD REPORTS

Diana Velzy – shared that single family residences with regular refuse service are eligible to receive one (1) bulky item pick-up at their residence for up to five items; this service is available for multi-family condos with a fee.

H. ITEMS FOR FUTURE CONSIDERATION

None.

I. ADJOURNMENT

Without objection, Chair Velzy adjourned the meeting at 7:03 PM

Samantha Shapiro, Secretary

Diana Velzy, Chair