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AGENDA

Inter-Neighborhood Council Organization (INCO) Executive Board
Regular Meeting
City Council Chambers Closed Session Room - 305 W. Third Street
November 12, 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 2:00 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 October 8, 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: INCO Subcommittees
RECOMMENDATION: That the INCO Executive Board receive an update, followed by discussion.
2. SUBJECT: INCO General Membership Meeting
RECOMMENDATION: That the INCO Executive Board discuss and set the agenda for the next INCO General Membership meeting.

E. 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.

F. ITEMS FOR FUTURE CONSIDERATION

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

G. ADJOURNMENT

Draft MINUTES
Inter-Neighborhood Council Organization (INCO) Executive Board Meeting
Wednesday, October 8, 2025

A. ROLL CALL

At 6:00 p.m., Chair Diana Velzy called the meeting to order. Present were: Chair Diana Velzy, 1st Vice Chair Lissa Hewitt, 2nd Vice Chair Alfonso Arroyo, 3rd Vice Chair Chris Bissonnette, and 4th Vice Chair Doug Tauber.

Lemonwood Neighborhood Council Chair Larry Stein and Kamala Neighborhood Council Vice Chair Bill Winter attended the meeting.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of August 13, 2025
RECOMMENDATION: Approve.
ACTION: Motion by Chris Bissonnette, second by Doug Tauber to approve the minutes.
Approved.

C. PUBLIC COMMENTS

Bill Winter requested that INCO consider an amendment to the bylaws reducing the quorum requirement for elections to help neighborhood councils hold successful elections. He also requested that the bylaws be amended to allow members at large to be appointed rather than elected if a vacancy arises during the year.

Larry Stein requested that the INCO consider requesting City Corps staff increases to help neighborhood councils distribute flyers again.

D. BUSINESS

1. SUBJECT: INCO Budget
RECOMMENDATION: That the INCO Executive Board discuss projected INCO-related expenses and begin developing a proposed budget for FY 2027.

Chair Velzy introduced this item to request feedback on potential INCO-related expenses to support their overall efforts. A goal of the INCO is to activate neighborhood councils and foster active citizen participation, and participation in community events to increase awareness of INCO will support this goal. Potential expenses include: branded tents, candidate forum refreshments, branded stationary and giveaway items, and participation fees for community events. Chair Velzy and 3rd Vice Chair Bissonnette will research costs for these items and identify events they wish to participate in to begin developing a recommended budget.

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

Parade/Festival: The committee has not received confirmation from 15 neighborhoods yet, but anticipate this will be accomplished. After they confirm there are enough

commitments from neighborhoods, the committee will develop their plan for participating in the events.

Activation: Chair Velzy is working with the Kamala Neighborhood Council who are concerned about not reaching quorum to have an election meeting. She is also working on coordinating tabling opportunities at a grocery store to share information about INCO and Neighborhood Councils. She is also looking for assistance from the INCO Executive Board to support activation in La Colonia.

3. SUBJECT: INCO General Membership Meeting
RECOMMENDATION: That the INCO Executive Board discuss and set the agenda for the next INCO general membership meeting.

The November General Membership meeting will have the following topics: (1) Update from Environmental Resources on the Bulky-Item Drop Off Program; (2) Election of Officers for 2026; and (3) Update from Parade/Festival Subcommittee.

Future agenda topic requests include: (1) Discussion of INCO budget with the general membership; (2) Water Board District presentation on the toxic plume topic; (3) Planning Topic; and (4) Code Compliance Presentation.

E. EXECUTIVE BOARD REPORTS

4th Vice Chair Tauber agreed with the suggestion of getting more support for flyer distribution. He asked for tips from others on getting the word out for participation at meetings.

Chair Velzy reported that the beat coordinator map has been updated, impacting the Carriage Square Neighborhood. She also mentioned there has been some vandalism at schools in Rose Park.

F. ITEMS FOR FUTURE CONSIDERATION

None.

G. ADJOURNMENT

Without objection, Chair Velzy adjourned the meeting at 7:07 PM

Samantha Shapiro, Secretary

Diana Velzy, Chair