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AGENDA
Inter-Neighborhood Council Organization (INCO) Executive Board
Regular Meeting
City Council Chambers Closed Session Room - 305 W. Third Street
May 13, 2026
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 April 8, 2026
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 Goals & Action Items
RECOMMENDATION: That the INCO Executive Board receive an update on the 2026 goals and action items, followed by discussion.
2. SUBJECT: 2026 Spring Candidate Forum Wrap-Up Discussion
RECOMMENDATION: That the INCO Executive Board discuss the 2026 candidate forum held on May 11, 2026.
3. SUBJECT: INCO Budget FY 26-27
RECOMMENDATION: That the INCO Executive Board discuss the proposed budget request for FY 26-27.
4. SUBJECT: INCO Subcommittees
RECOMMENDATION: That the INCO Executive Board receive an update, followed by discussion.
5. 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
Regular Meeting
Wednesday, April 8, 2026

A. ROLL CALL

At 6:01 p.m., Chair Diana Velzy called the meeting to order. Present were: Chair Velzy, 2nd Vice Chair Isaac Khalaf, and 3rd Vice Chair Daniel Alvarez.

A quorum of members was present.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of March 4, 2026
RECOMMENDATION: Approve.
ACTION: Motion by Isaac Khalaf, second by Lissa Hewitt to approve the minutes.
Minutes were approved.
2. SUBJECT: Minutes of the meeting of March 23, 2026
RECOMMENDATION: Approve.
ACTION: Motion by Isaac Khalaf, second by Lissa Hewitt to approve the minutes.
Minutes were approved.

C. PUBLIC COMMENTS

Larry Stein - suggests INCO discuss the possible proposed sales tax measure and decide if they want to take a stance.

D. BUSINESS

1. SUBJECT: INCO Goals & Action Items
RECOMMENDATION: That the INCO Executive Board discuss previously approved 2026 goals, consider any modifications, and develop associated action items.

2nd Vice Chair Khalaf provided updates on goals 3 & 4, including: recommendations to standardize colors on the neighborhood activity tracker, his work to overlay this information onto a city map, and the survey recently sent out asking for the top three issues of neighborhoods. The survey will remain open until we get responses, and we will follow up periodically to get responses.

2. SUBJECT: 2026 Spring Candidate Forum
RECOMMENDATION: That the INCO Executive Board discuss the 2026 candidate forum for the June primary election.

Ronald Arruejo provided a status update on his outreach efforts. He received responses from candidates of four positions (County Superintendent, County Treasurer, County Clerk/Recorder, and County Auditor). The date of May 11th works best. The Board discussed putting all four positions into one meeting on May 11th. If additional candidates want to participate, the second date of May 6th would be necessary.

2nd Vice Chair Khalaf made a motion to move forward with a Candidate Forum on May 11th focused on the four positions of County Superintendent, Treasurer, Clerk/Recorder, and Auditor, with May 6th as a backup date if other candidates opt to participate. 1st Vice Chair Hewitt seconded the motion. Motion carries 3-0 with 3rd Vice Chair Alvarez abstaining.

3. SUBJECT: INCO Budget FY 26-27
RECOMMENDATION: That the INCO Executive Board receive an update on the proposed budget for INCO activities in FY 26-27, followed by a discussion.

Chair Velzy presented the proposed budget the INCO executive board is proposing to the City to support INCO activities, including event participation fees, marketing/promo, candidate forum and other associated meeting refreshments, and event participation materials. Executive Secretary Shapiro shared that the City will work to provide City-branded giveaway materials for the INCO to use. The Board had a discussion, and asked for confirmation that there would be flexibility to move funds between approved categories. Executive Secretary Shapiro shared that the proposed budget will be reviewed by the City Manager's Office and identify the approved amount to be used for INCO activities from the total Neighborhood Services Budget.

2nd Vice Chair Khalaf made a motion that the INCO ask the City to allocate \$600 for event participation fees, \$600 for candidate forum and election celebration refreshments, \$1,700 for marketing/promotional materials, and \$1,100 for event participation materials for a total budget of \$4,000 in FY 27, with the confirmation there is ability to move around funds within the different categories. 3rd Vice Chair Alvarez seconded the motion. All in favor.

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

Activation: there are several neighborhoods they are working with, including Wagon Wheel, Fremont South, Fremont North, and Marina West. 2nd Vice Chair Khalaf mentioned he has some contacts who attended their bulky item pickup that did not live in the neighborhood he wanted to follow up with.

5. SUBJECT: INCO General Membership meeting
RECOMMENDATION: That the INCO Executive Board discuss and set the agenda for the next INCO General Membership meeting.

The May General Membership meeting is the backup date for the Candidate Forum pending final participation of candidates. If a second Candidate Forum date is required, the May meeting will be a special meeting focused on the Candidate Forum. If that date is not required, the May meeting will be a regular general membership meeting.

Future topics for the INCO general membership meetings include: 311 discussion/training, County to discuss nrcan training, and the Mayor/Parks to discuss proposed sports lighting and activities in parks.

E. EXECUTIVE BOARD REPORTS

3rd Vice Chair Alvarez - discussed how the 311 app has been beneficial in cleaning up areas of his neighborhood very efficiently.

Chair Velzy - discussed the draft survey from a general member focused on a sales tax and shared that any survey sent out on behalf of the INCO must be approved by the INCO executive board, should be unbiased, and should be discussed with neighborhoods. She is supportive of surveys, but mentioned the INCO should consider the benefit of a separate survey compared to assisting city in their current survey.

F. ITEMS FOR FUTURE CONSIDERATION

The May Executive Board agenda will include: update on INCO action items, INCO subcommittees, candidate forum, and the survey process/lessons learned.

G. ADJOURNMENT

Without objection, Chair Velzy adjourned the meeting at 7:45 PM

Samantha Shapiro, Secretary

Diana Velzy, Chair