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AGENDA
Inter-Neighborhood Council Organization (INCO) Executive Board
Regular Meeting
City Council Chambers Closed Session Room - 305 W. Third Street
July 1, 2026
5:00 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.

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

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of April 8, 2026
RECOMMENDATION: Approve.

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.

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: INCO Budget FY 26-27

RECOMMENDATION: That the INCO Executive Board discuss the proposed budget request for FY 26-27.

3. SUBJECT: INCO Subcommittees

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

4. 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, June 10, 2026

A. ROLL CALL

At 6:02 p.m., Chair Diana Velzy called the meeting to order. Present were: Chair Velzy, 1st Vice Chair Lissa Hewitt, 2nd Vice Chair Isaac Khalaf, and 4th Vice Chair Doug Tauber. 3rd Vice Chair Daniel Alvarez arrived at 6:06 p.m.

A quorum of members was present.

B. APPROVAL OF MINUTES

1. SUBJECT: Minutes of the meeting of April 8, 2026
RECOMMENDATION: Approve.
ACTION: Motion by Isaac Khalaf, second by Lissa Hewitt to approve the minutes.
Minutes were approved. Doug Tauber abstained. Daniel Alvarez was not present to vote.

C. PUBLIC COMMENTS

None.

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.

Goal: create a living document with the Neighborhood Council status and top three issues of Neighborhood Councils

The INCO Executive Board discussed the map shared at the 6/3 INCO General Membership meeting, creating categories based on Neighborhood Council's top three issues, and how to share the information with Neighborhood Council chairs. 2nd Vice Chair Khalaf volunteered to take a first pass at categorizing the feedback from Neighborhood chairs. The group decided to share an updated copy of the map during the Executive Board reports at each General Membership meeting and the Executive Secretary will share the map via email with the Neighborhood chairs after the meeting.

Goal: update a best practices document

Jon Huycke presented his proposed outline to the Executive Board. The group was supportive of the direction and appreciated the work he has completed. They offered assistance if needed.

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.

Ronald Arruejo provided a summary of the event, lessons learned, and feedback he received. He suggested that the Executive Board begin discussing the Fall Candidate Forums, focusing on the positions for Oxnard City Council, Calleguas Water District, and

the school district boards. He advised that there are a lot of school districts, so the Executive Board may want to just consider the High School Board. Ronald shared he had a conflict with some city council positions so he would not be available for that, so the Executive Board should identify./consider 1-2 others who can facilitate. He also suggested talking to the General Membership in July or August to discuss the Fall forums.

3. SUBJECT: INCO Budget FY 26-27

RECOMMENDATION: That the INCO Executive Board discuss the proposed budget request for FY 26-27.

Executive Secretary Shapiro shared the INCO Budget Procedures document the City created to provide guidance to the Executive Board related to their budget. Chair Velzy and 2nd Vice Chair Khalaf will work on further refining the budget request, including submitting backup documentation. Executive Secretary Shapiro shared that the City cannot authorize or reimburse any purchases until the budget is received and approved, though it did not need to be submitted before July 1, 2026.

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 Marina West, Fremont South, Cal Gisler, Fremont North, Bryce Canyon South, and Mar Vista. There was a discussion about how to activate neighborhoods and engage residents.

5. SUBJECT: INCO General Membership meeting

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

Requested topics for July include: OPD to discuss National Night Out; discussion on the Fall Candidate Forums; reschedule the Mayor to discuss park lighting. Future topics of discussion included Code Compliance & Fire to discuss food vendors and a discussion with the Wilson Neighborhood related to Christmas Tree Lane. The Executive Board discussed meeting with the Wilson Neighborhood to discuss this before adding it to a future INCO agenda.

E. EXECUTIVE BOARD REPORTS

2nd Vice Chair Khalaf - shared that he would not be able to attend the e-board meeting on 7/8

4th Vice Chair Tauber - shared that he also would not be able to attend the e-board meeting on 7/8

F. ITEMS FOR FUTURE CONSIDERATION

The July Executive Board meeting will be rescheduled to 7/1 from 5 p.m. - 6 p.m. immediately prior to the July General Membership meeting. Agenda topics will include: Goals/Action Items, Budget, Subcommittees, and General Agenda setting.

G. ADJOURNMENT

Without objection, Chair Velzy adjourned the meeting at 7:48 PM