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 Execuive 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 Subcommitteees
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

Samantha Shapiro

Samantha Shapiro, Secretary

Diana Velzy, Chair