

Oxnard Convention & Visitors Bureau
Executive Committee Minutes
Wednesday, January 29, 2026
Zoom Call

MINUTES

CALL TO ORDER:

Chair Steve Buenger called the meeting to order at 8:31 a.m.

Committee members present: Kristina Brewer, Steve Buenger, Michael Tripp and Ashley Golden

Committee members absent: Julie Buffo

Also in attendance: Brittney Hendricks, President/CEO and Michelle Flippo, staff member

Public in attendance: None

PUBLIC COMMENT:

None

ACTION ITEMS:

1. Approval of Minutes: The Executive Committee meeting minutes for December 10, 2025, were reviewed and considered for approval. Kristina Brewer made the motion to approve the minutes. Ashley Golden seconded the motion. Yes 3, No 0, Abstain 1 (Michael Tripp)
2. Treasurer's Report: Michael Tripp gave the Treasurer's Report for December. Total Revenue for the month was \$113.5K with a \$9K overage on OTMD funds collected. Brand Management expenses were \$53.1K. Office and Admin expenses were \$23.2K. Year-to-date Total Revenue was \$778.8K with Brand Management expenditures at \$542.6K and Office & Admin expenses at \$137K. At the end of the month, cash on hand plus receivables and pre-paid expenses were \$686,166. Kristina made the motion to approve the Treasurer's Report. Ashley seconded the motion. Yes 4, No 0, Abstain 0
3. Mid-Year Budget Discussion: Brittney presented a mid-year budget revision based on OTMD assessments exceeding projections. The Executive Committee reviewed updated revenue assumptions, including revised OTMD projections and conservative projections for new STR-related income beginning in early 2026. Increased revenues were proposed to be allocated primarily toward sales, marketing, content development and new project initiatives, while administrative and operational expenses remained largely flat. The revision maintains alignment with the planned bottom line while improving budget accuracy. Ashley Golden made the motion to approve the mid-year budget revision. Kristina Brewer seconded the motion. Yes 4, No 0, Abstain 0
4. STR Voluntary Assessment Contract Discussion: Brittney Hendricks presented the voluntary assessment agreement between the OCVB and RGC Services Inc. DBA RE/MAX Gold Coast Property Management. The agreement includes a corrected reference to the Oxnard area, rather than the OTMD boundaries, within Exhibit A. Michael Tripp made the motion to approve the agreement. Ashley Golden seconded the motion. Yes 3, No 0, Abstain 1 (Kristina Brewer)

INFORMATIONAL ITEMS:

President/CEO Report: Brittney provided an update on recent and upcoming activities. The team met with Kristina to get an overview of the services provided by ReMax Property Management.

The Kansas City Current is training at Staybridge Suites with approximately 850 room nights booked between January 27 and February 13. We've submitted a 20% funding request to support with activations as opportunities arise.

Brittney was invited to attend the Channel Island Harbor's Lessees Association meeting, with presentations by Michael and by Axel w/Karl's. Visit Oxnard is producing a promotional deck to promote the harbor for rowing teams to come train in Oxnard. There is a possibility of a US Rowing Team Competition on Hollywood Beach with a tentative date of July 18, 2027.

Michelle just returned from attending the American Bus Association, and she also attended the WVCBA's Military Appreciation Committee. Brittney attended NAMM, where VCC was able to collect more than 800 leisure leads.

In February, Michelle will be attending the Independent Planner Education Conference (IPEC), Brittney will be attending the CalTravel board meeting and, by utilizing VCC funds, Daniel will be attending the Mexico Trade & Media Mission with Visit California.

There will be a ribbon cutting for the new Santa Barbara Airbus stop at Holiday Inn Oxnard. VCC has wrapped one of the motorcoaches and will be unveiling that at the event.

Brittney completed the Destinations International Performance Reporting Platform for FY 24-25 and their Compensation & Benefits tool. Visit Oxnard is now eligible to access event attendance sponsorship for small destinations; we can also now access reporting from all destinations who have submitted their data.

Daniel remains very involved in DOIA, and they are looking to bring back the All 4 One Car Show and Oxnard Salsa Festival.

Michelle circulated a Q3/Q4 recap to our hotel DOSs and GMs with information on appointments held and tradeshow/meeting shows attended. Nino helped to create this report, Michelle has also created a new leads sheet that she'll be sharing with our hoteliers at the conclusion of all future appointments shows so that our hotel sales teams can convert any leads that are relevant to their properties.

The Visit Oxnard team just completed our annual Crisis Communications Plan training, with the document updated as of January 2026. There is a new promo merch wall at the office. Nino fully oversaw this project. LightGabler is finishing up our Employee Handbook 2026 updates. Our TMD Committee meeting is scheduled for the afternoon of February 16th.

Steve Buenger adjourned the meeting without objection at 8:54 a.m.