

**Oxnard Convention & Visitors Bureau
Executive Committee Minutes
Wednesday, August 27, 2025
Zachari Dunes on Mandalay Beach**

MINUTES

CALL TO ORDER:

Chair Steve Buenger called the meeting to order at 8:34 a.m.

Committee members present: Kristina Brewer, Steve Buenger, Julie Buffo (remote), Ashley Golden and Michael Tripp

Committee members absent: None

Also in attendance: Brittney Hendricks, President/CEO and Michelle Flippo (remote) and Daniel Cabrera, staff members

Public in attendance: None

PUBLIC COMMENT:

None

ACTION ITEMS:

1. Approval of Minutes: The Executive Committee meeting minutes were reviewed and considered for approval. Michael Tripp made the motion to approve the minutes. Kristina Brewer seconded the motion. Yes 5, No 0, Abstain 0
2. Treasurer's Report: Michael Tripp gave the Treasurer's Report for June and July. Total Revenue for June was \$106.9K. Brand Management expenses were \$59.5K. Office and Admin expenses were \$11.5K. Year End Total Revenue was \$1.23M with Brand Management expenditures at \$980.1K and Office & Admin expenses at \$226.7K. For the month of July, Total Revenue was \$109.7K with Brand Management at \$106.2K and Office and Admin at \$24.5K. At the end of the month, cash on hand plus receivables were \$565K. Ashley Golden made the motion to approve the Treasurer's Report. Kristina seconded the motion. Yes 5, No 0, Abstain 0

INFORMATIONAL ITEMS:

1. President/CEO Report: Brittney reported on the tasks she and the team have completed since the last meeting, including submitting the Statement of Information to the Secretary of State with the new slate of executive officers and updating the bank account.
She completed the team's annual reviews.
The office lease was renewed through June 30, 2027.
The team is working on the Annual Report, which is due on Sept. 24 with the presentation scheduled for Oct. 21 before Oxnard City Council.
She and Steve Buenger sent letters of support for the Dallas Cowboys Training Camp renewal and to the Coastal Commission for Karl's Fishermen's Wharf project. She also made public comment in person on July 1, 2025, at the Oxnard City Council meeting in support of the Dallas Cowboys Training Camp contract renewal through 2030. She submitted a letter of support to the

California Arts Council for the designation of Downtown Oxnard as a California Cultural District. The team's health insurance policies will be renewed as of October 1, 2025, through JHC with an 11% increase and dental/vision renewed with no increase.

Steve Buenger adjourned the meeting without objection at 8:45 a.m.