



MEMORANDUM

TO: Arroyo Grande Tourism Business Improvement District Advisory Board

FROM: Sheridan Bohlken, Director of Recreation Services

SUBJECT: Consideration of the 2025 Meeting Schedule for the Arroyo Grande Tourism Business Improvement District Advisory Board

DATE: December 17, 2024

RECOMMENDATION:

Approve the regular Board meeting schedule for the Arroyo Grande Tourism Business Improvement District (AGTBID) for the 2025 calendar year pursuant to Board [By-Laws](#)¹.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

Approving a regular AGTBID Advisory Board meeting schedule for 2025 will not impact financial and personnel resources.

BACKGROUND:

In adherence with the [by-laws](#) set forth by City Council requiring 'regular Board meetings shall be held at least quarterly according to a schedule established by the Board at the beginning of the calendar year', a meeting schedule for the 2024 AGTBID board meetings was confirmed on [September, 2023](#)² for meetings held in 2024. The meeting schedule was determined to be held at City Hall bi-monthly on the third Tuesday at 3pm.

ANALYSIS OF ISSUES:

The AGTBID Board meetings going forward are proposed to move from the Conference Room at City Hall to the Council Chambers, located at 215 E. Branch Street allowing a more accessible facility for the Board Members and the public pursuant to Section 11.a of the Board's by-laws. Due to current scheduling at the Council Chambers, the AGTBID meeting will need to be held one hour earlier to allow sufficient time for all business items to be considered.

ALTERNATIVES:

The following alternatives are provided for the Board's consideration:

¹ <https://www.arroyogrande.org/DocumentCenter/View/10339/TBID-Bylaws>

² <https://pub-arroyogrande.escribemeetings.com/filestream.ashx?DocumentId=8495>

AGTBID Advisory Board
Consideration of the 2025 Meeting Schedule for the Arroyo Grande Tourism
Business Improvement District Advisory Board
December 17, 2024
Page 2

1. Approve the proposed regular AGTBID Board meeting schedule for calendar year 2025;
2. Modify and approve the schedule; or
3. Provide alternative direction to staff.

ADVANTAGES:

1. Moving the meeting location to Council Chambers will provide greater access to meeting attendees;
2. Moving the meeting to an earlier start time will allow Board members to consider agenda items without time constraints; and
3. Moving the meeting location and start time will allow the Board to see members of the audience while also being able to see presentations.

DISADVANTAGES:

No other disadvantages are known at this time.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2.