



MEMORANDUM

TO: City Council

FROM: Jessica Matson, Director of Legislative & Information Services/
City Clerk

BY: Julie Hawkins, Deputy City Clerk/Communications Coordinator

SUBJECT: Appointment to the Tourism Business Improvement District Advisory Board

DATE: March 11, 2025

RECOMMENDATION:

- 1) Adopt a Resolution appointing Chiasa Nakazono-Klapper to the Tourism Business Improvement District (TBID) Advisory Board; and
- 2) Determine that approving the appointment to the Tourism Business Improvement District Advisory Board is not a project subject to the California Environmental Quality Act ("CEQA") because it has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, Cal. Code Regs., tit. 14, §§ 15060, subd. (c)(2)-(3), 15378.).

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

There is no fiscal impact and minimal staff impact associated with preparing the staff report for this action.

BACKGROUND:

City Council policy sets forth appointment procedures for the City's Commissions, Boards and Committees. Section 5.2 of the [City Council Handbook](#)¹ states that "the Mayor and each member of the Council shall appoint one representative to each respective Commission/Board/Committee..., subject to approval by a majority of the Council."

One scheduled vacancy remains on the TBID as a result of term expirations on January 31, 2025. Additionally, an unscheduled vacancy occurred on the TBID as a result of the appointment of a Board Member to another Advisory Body. Following City Council's appointment to fill a vacancy on [February 11, 2025](#)², one vacancy remains.

¹ <https://www.arroyogrande.org/DocumentCenter/View/4921/City-Council-Handbook-PDF>

² <https://pub-arroyogrande.escribemeetings.com/filestream.ashx?DocumentId=13606>

City Council

Appointment to the Tourism Business Improvement District Advisory Board

March 11, 2025

Page 2

ANALYSIS OF ISSUES:

The TBID Advisory Board is responsible for advising the City Council on the administration and use of assessment funds. The Board recommends projects to promote tourism that directly benefit the City's lodging industry. There is currently one vacancy with a term expiration date of January 31, 2029.

Chiasa Nakazono-Klapper has applied for the TBID Board and is recommended for appointment by Council Member Maraviglia. If City Council approves this appointment, there will be no remaining vacancies on the TBID Board.

ALTERNATIVES:

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

1. Adopt a Resolution approving the appointment of Chiasa Nakazono-Klapper to the Tourism Business Improvement District Advisory Board; or
2. Do not approve the recommended appointments; or
3. Provide other direction to staff.

ADVANTAGES:

Approving the recommended appointments will fill the remaining vacancy on the TBID Advisory Board.

DISADVANTAGES:

No disadvantages have been identified.

ENVIRONMENTAL REVIEW:

No environmental review is required for this item. Adopting the Resolution is not a project subject to the California Environmental Quality Act ("CEQA") because it has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, Cal. Code Regs., tit. 14, §§ 15060, subd. (c)(2)-(3), 15378.).

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.

ATTACHMENTS:

1. Proposed Resolution
2. Application - Chiasa Nakazono-Klapper