



MEMORANDUM

TO: Arroyo Grande Tourism Business Improvement District Advisory Board

FROM: Sheridan Bohlken, Recreation Services Director

SUBJECT: Election of the Arroyo Grande Tourism Business Improvement District Advisory Board Chair and Vice Chair

DATE: September 19, 2023

SUMMARY OF ACTION:

Select a Chairperson and Vice Chairperson for the Arroyo Grande Tourism Business Improvement District (AGTBID) for the remainder of 2023 and calendar year 2024 to preside over meetings and perform duties as directed by the Board or City Council.

RECOMMENDATION:

Select a Chairperson and Vice Chairperson for the remainder of 2023 and calendar year 2024 to preside over meetings and perform duties as directed by the Board and City Council.

BACKGROUND:

During its discussions regarding the AGTBID Advisory Board on April 25, 2023 (Attachment 1), Council directed staff to prepare draft bylaw revisions that would alter the make-up of the Advisory Board. Revised bylaws were approved on July 25, 2023 (Attachment 2).

Under the revised bylaws, the AGTBID Advisory Board is appointed using a similar approach as the City's other advisory bodies. Under this approach, each member of the City Council appoints one member of the AGTBID Advisory Board, subject to approval by a majority of the City Council. The term of each Advisory Board member coincides with the term of the appointing member of the City Council. TBID Advisory Board members are not subject to the City's residency requirements otherwise required of advisory board members.

DISCUSSION:

On August 22, 2023, Council appointed five Advisory Board members to the AGTBID pursuant to the revised bylaws (Attachment 3). In Section 10.a of the AGTBID Bylaws, it states 'At the first regular meeting of the Board, wherein newly appointed Members are

**AGTBID Advisory Board
Election of the Arroyo Grande Tourism Business Improvement District Advisory
Board Chair and Vice Chair
September 19, 2023
Page 2**

seated, the Members shall elect a Chairperson and Vice Chairperson who shall hold office for a period of one year.’ As stated in section 10.b, ‘The Chairperson shall preside over all meetings of the Board, and otherwise perform such duties as directed by the Board or Council. The Vice Chairperson shall serve in the absence or incapacity of the Chairperson.’ Given the few months remaining in 2023, it is recommended the Board discuss and select a Chairperson and Vice Chairperson for the remainder of 2023 and calendar year 2024.

Attachments (provided as links below):

1. [April 25, 2023 City Council Staff Report](#)
2. [July 25, 2023 City Council Staff Report](#)
3. [August 22, 2023 City Council Staff Report](#)