



Forming California 1994 Law Tourism Improvement Districts

Under the Property and Business Improvement District Law of 1994, the TBID formation process can be divided into seven steps. The amount of time and effort each step requires varies for individual districts.

1. Creation of Formation Resources

- Identify Steering Committee members
- Obtain information needed for database

2. Owner Outreach and Education

- Educate business owners about TBIDs via handouts and meetings
- Obtain input and support from business owners
- Hold focus groups and circulate surveys as needed

3. District Plan Development

- Identify district boundaries and included businesses
- Identify benefit zones, if needed
- Determine services to be provided by the district
- Determine assessment rate and budget
- Determine governance structure
- Draft and review district plan

4. Petition Drive

- Prepare, distribute and collect petitions for formation
- Submit petitions from owners who will pay 50% or more of the assessment to the City Council or Board of Supervisors

5. Initial Hearing

- Prepare Resolution of Intention
- Prepare Notice of Public Meeting/Hearing
- Resolution of Intention hearing
- Mail notice to all owners

6. Public Meeting

- Public meeting held by City Council/Board of Supervisors

7. Public Hearing

- City Council/Board of Supervisors considers any protests presented
- If there is no majority protest, the City Council/Board of Supervisors can adopt Resolution of Formation