



Downtown Kingsburg Business Improvement District (BID) Steering Committee

Timeline for Formation (Nov 2019 – Jan 2021)

- Nov 6BID expert hired by City Council
- Nov 12-15Flyers describing BIDs distributed throughout Downtown Kingsburg
- Nov 20Article in the Kingsburg Recorder
- Nov 25Postcard mailed to all businesses inviting them to the Dec 4 Open House
- Dec 4Open House in Village Mall to explain BIDs, provide examples of improved Downtowns, complete a survey and gather people for the steering committee
- Jan 8Postcard mailed to all businesses inviting them to join the first Steering Committee meeting on January 15
- Jan-JulyMeetings of the Steering Committee
- May, JuneIndividual business outreach
- June 16Postcards mailed to all businesses inviting them to the June 25 BID workshop
- June 18Business outreach
- June 25BID workshop
- JulyAdditional outreach
- Aug 5 First Council action – approval of Resolution of intent to form district
- Sept 2Second Council action – public hearing and ordinance
- OctDistrict goes into effect by end of month
- JanFunding becomes available

City actions for formation

1. RESOLUTION OF INTENT (ROI) by Council (August 5)
 - a. BID Advisory Board
 - b. Management District Plan
 - c. Baseline Services
 - d. Date and time for public hearing (schedule more than 10 days after ROI)
2. CITY MAILINGS to each business owner by City Clerk (week of August 10)
 - a. Mail ROI, MDP, Baseline Services (within 10 days after ROI approval)
 - b. Mail notice of Public Hearing (more than 7 days before Public Hearing)
3. PUBLIC HEARING by Council (September 2)
 - a. Protests
 - i. Consider oral and written protests
 - ii. Written protests from business owners paying more than 50% of proposed assessments, proceedings abandoned for at least year
 - b. Without 50+% written protests, Council MAY (is not required to) adopt an ordinance establishing the BID