



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	4/28/2026
<b>AGENDA SECTION:</b>	Public Hearing
<b>SUBJECT:</b>	Resolution No. 11539 - A Resolution of the City Council of the City of Folsom Declaring Results of Majority Protest Proceedings and Modifying the Assessment Rate of the Folsom Tourism Business Improvement District (Continued from February 24, 2026)
<b>FROM:</b>	City Manager's Office

**RECOMMENDATION / CITY COUNCIL ACTION**

Staff Recommends the City Council hold final public hearing, declare results of majority protest proceedings, and, if no majority protest exists, adopt Resolution No. 11539 - A Resolution of the City Council of the City of Folsom Declaring Results of Majority Protest Proceedings and Modifying the Assessment Rate of the Folsom Tourism Business Improvement District.

**BACKGROUND / ISSUE**

**TOURISM BUSINESS IMPROVEMENT DISTRICTS**

Tourism Business Improvement Districts (TBIDs) utilize the efficiencies of private sector operation in the market-based promotion of tourism. These special assessment districts allow assessed business owners to organize their efforts to increase tourism. Business owners within the TBID fund the TBID, and those funds are used to provide services and facilities that are desired by and benefit the assessed businesses within the TBID.

Benefit assessment districts have been used successfully in Folsom as well as other destination areas throughout the state to improve tourism and drive additional room nights to assessed businesses.

TBID benefits:

- Funds cannot be diverted for other government programs;
- They are customized to fit the needs of each destination;

- They allow for a wide range of services and improvements, including, but not limited to, destination marketing, tourism promotion, and sales lead generation;
- They are designed, created, and governed by those who will pay the assessment with oversight by the city; and
- They provide a stable funding source for tourism promotion.

## FOLSOM TOURISM BUSINESS IMPROVEMENT DISTRICT (FTBID)

The City of Folsom established the FTBID in 2012 via the adoption of Resolution No. 9071, pursuant to the Parking and Business Improvement Area Law of 1989 (California Streets and Highway Code § 36500 et seq.) (89 Law) and Ordinance No. 1171 (which codified Folsom Municipal Code Chapter 3.100). The FTBID is a benefit assessment district that provides specific benefit directly to the Folsom lodging businesses that are assessed that is not provided to those not paying the assessment. The boundaries of the FTBID are the boundaries of the City of Folsom. The FTBID includes all lodging businesses with twenty or more rooms, existing and in the future, within the boundaries of the City of Folsom.

Resolution No. 9071 established the FTBID with an assessment rate of 4% to be levied for a term of 20 years, commencing on January 1, 2013 and ending on December 13, 2032. Assessments are levied on lodging businesses with twenty or more rooms, on the basis of benefit.

## PROPOSED MODIFICATION

Folsom Tourism and Economic Development Corporation (TEDCorp), serving as the Owners' Association for FTBID, has recommended to the lodging business owners to pursue modification of the FTBID in order to expand a revenue source devoted to marketing Folsom as a tourist, meeting, and event destination and support facility-related investments such as infrastructure improvements. The 89 Law and Ordinance No. 1171 allow the Folsom City Council (Council) to modify the FTBID in accordance generally with Section 36540 of the 89 Law.

TEDCorp staff evaluated lodging assessments (both through TBIDs and Transient Occupancy Tax) in nearby jurisdictions. This information is included in Attachment 2, and indicates that an increase of four percent (4%) will not affect the competitiveness of Folsom lodging against other lodging choices in the region.

To initiate the modification process, TEDCorp requested that Council increase the FTBID assessment rates. The proposed modified assessment rate is eight percent (8%) of gross room rental revenue, increasing the current rate of four percent (4%) of gross room rental revenue. The additional four percent (4%) assessment will be dedicated to improvements, including but not limited to development of facilities that attract overnight visitation to businesses paying the TBID assessment, infrastructure improvements, and marketing and development efforts directly related to the facilities and associated visitor growth. The increased assessments will provide specific benefit to the Folsom lodging businesses that are assessed that it does not provide to those not charged.

To continue the modification process, Council adopted a Resolution of Intention to Modify the FTBID (Attachment 3). Since the adoption of the Resolution of Intention to Modify the FTBID,

TEDCorp as the Owners' Association for the FTBID, has continued to conduct outreach with lodging businesses in the boundaries of the existing FTBID. Council continued the public hearing that was previously scheduled for January 27, 2026 and February 24, 2026 to April 28, 2026, to allow TEDCorp to continue outreach and discussions with lodging businesses and community members.

Based on feedback received from the lodging businesses that will be subject to the proposed increased assessment, TEDCorp will establish the FTBID Capital Improvement Committee (Committee) and adopt a Governance Policy (Attachment 4). The Committee shall be comprised of representatives from assessed hotels, TEDCorp, and the City of Folsom that shall direct use of the additional revenue from the supplemental four percent (4%) assessment, if adopted. The City will require an amendment to the agreement with the Owners' Association to incorporate these requirements and ensure they are in place if the proposed modification is adopted.

To complete the modification process, Council must adopt this Resolution of Modification. Holding the final hearing, declaring results of the majority protest proceedings, and adopting the Resolution Modifying the Assessment Rate will result in the modification of the Folsom Tourism Business Improvement District (FTBID). The businesses within the FTBID shall be specifically benefitted by the activities and improvements funded by the assessments.

### **POLICY / RULE**

City of Folsom Ordinance No. 1171, codified as Folsom Municipal Code Chapter 3.100, establishes procedures for forming, modifying, and governing parking and business improvement districts supplemental to the 89 Law.

### **ANALYSIS**

#### **FTBID MODIFICATION PROCESS**

- October 24, 2025      **WRITTEN REQUEST (COMPLETED)**  
TEDCorp, serving as Owners' Association, provided a letter requesting modification of the FTBID. This written request allowed the Council to initiate proceedings for FTBID modification at the November 12, 2025 meeting.
- November 12, 2025      **RESOLUTION OF INTENTION TO MODIFY FTBID (COMPLETED)**  
Upon the written request of the Owners' Association, the City may propose to modify the FTBID.
- NOTICE (COMPLETED)**  
A copy of the Notice and Resolution of Intention to Modify shall be mailed by first class mail to the owners of all lodging businesses within the FTBID. Mailing the notice begins a mandatory forty-five (45) day period in which owners may protest FTBID modification.

- January 13, 2026      **PUBLIC MEETING (COMPLETED)**  
 Allow public testimony on the proposed modification of the FTBID. No Council action required.
- January 27, 2026      **PUBLIC HEARING (CONTINUED)**  
 Council continued the public hearing on the proposed modifications to the FTBID.
- February 24, 2026      **PUBLIC HEARING (CONTINUED)**  
 Council continued the public hearing on the proposed modifications to the FTBID.
- April 28, 2026**      **PUBLIC HEARING**  
 Hold a public hearing on the proposed modification to the FTBID.
- If written protests are received from the owners of businesses in the modified FTBID which will pay fifty percent (50%) or more of the assessments proposed to be levied, and protests are not withdrawn so as to reduce the protests to less than fifty percent (50%), no further proceedings to modify the proposed assessment against such businesses shall be taken.
- If the Council, following the public hearing and a determination that no majority protest exists, decides to modify the FTBID as described in the Resolution of Intention to Modify, the Council shall adopt a Resolution Modifying the Assessment Rate.
- June 1, 2026      Target date for FTBID assessment modification to take effect. City will require an amendment to its agreement with the Owners' Association to reflect the Committee and Governance Policy requirements before the modification takes effect.

Assuming no majority protest at this Public Hearing, the Council could adopt a resolution of modification on the same night. The increased rate and list of authorized expenditures of the FTBID would be effective as soon as practicable following the modification proceedings for the FTBID, which effective date is estimated for June 1, 2026. Before the modification takes effect, the City will require an amendment to its agreement with the Owners' Association to include requirements for the Committee and the Governance Policy, as requested by the lodging businesses that will be subject to the increased assessment.

**FINANCIAL IMPACT**

None immediately. In FY24/25, the FTBID assessments generated approximately \$1,248,000 in revenue. The proposed modifications would increase the assessment rate from 4% of gross room rental revenue to 8% of gross room rental revenue. In addition, because the FTBID assessments levied on lodging businesses are intended to increase room rentals on lodging business being assessed within the City, there may be an increase in transient occupancy tax and sales tax collections.

## **ENVIRONMENTAL REVIEW**

This action is not subject to the California Environmental Quality Act (CEQA) because it is not considered a project pursuant to CEQA Guidelines sections 15378(b)(4) and (5). See also CEQA Guidelines section 15002(d).

## **ATTACHMENTS**

1. Resolution No. 11539 - A Resolution of the City Council of the City of Folsom Declaring Results of Majority Protest Proceedings and Modifying the Assessment Rate of the Folsom Tourism Business Improvement District
2. TEDCorp Lodging Assessment Evaluation
3. November 12, 2025, Resolution No. 11506 - Resolution of Intention
4. FTBID Capital Improvement Committee Governance Policy

Submitted,  
Bryan Whitemyer  
City Manager

## Attachment 1

**RESOLUTION NO. 11539**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FOLSOM  
DECLARING RESULTS OF MAJORITY PROTEST PROCEEDINGS  
AND MODIFYING THE ASSESSMENT RATE OF THE FOLSOM  
TOURISM BUSINESS IMPROVEMENT DISTRICT**

**WHEREAS**, the Parking and Business Improvement Area Law of 1989, Streets and Highways Code §36500 et seq., (1989 Law) authorizes cities and counties to establish parking and business improvement districts for the purpose of promoting tourism; and

**WHEREAS**, the City of Folsom (City) adopted Ordinance No. 1171, codified as Folsom Municipal Code Chapter 3.100, which establishes procedures for forming parking and business improvement districts supplemental to the 1989 Law; and

**WHEREAS**, the City Council established the Folsom Tourism Business Improvement District (FTBID) on October 23, 2012, by Resolution No. 9071; and

**WHEREAS**, Folsom Municipal Code § 3.100.090 authorizes the FTBID Owners' Association at any time to recommend the City modify the FTBID; and

**WHEREAS**, the Folsom Tourism and Economic Development Corporation (TEDCorp), as the FTBID Owners' Association, has facilitated the request to modify the FTBID; and

**WHEREAS**, on November 12, 2025 at 6:30 PM at 50 Natoma Street, Folsom, CA 95630, the Council adopted a Resolution of Intention, Resolution No. 11506; and

**WHEREAS**, the public meeting and the public hearing to consider the modification of the FTBID have each been properly noticed in accordance with Folsom Municipal Code Section 3.100.090 and Government Code §54954.6; and

**WHEREAS**, on January 13, 2026 at 6:30 PM at 50 Natoma Street, Folsom, CA 95630, the Council held a public meeting regarding the proposed modification of the FTBID, and the Council heard and received objections and protests, if any, to the modification of the FTBID assessment rate and the levy of the proposed assessment; and

**WHEREAS**, on January 27, 2026 at 6:30 PM at 50 Natoma Street, Folsom, CA 95630, the Council continued the public hearing regarding the proposed modification of the FTBID to February 24, 2026; and

**WHEREAS**, on February 24, 2026 at 6:30 PM at 50 Natoma Street, Folsom, CA 95630, the Council continued the public hearing regarding the proposed modification of the FTBID to April 28, 2026; and

**WHEREAS**, on April 28, 2026 at 6:30 PM at 50 Natoma Street, Folsom, CA 95630, the Council held a public hearing regarding the proposed modification of the FTBID, and the Council heard and received all objections and protests, if any, to the modification of the FTBID assessment rate; and

**WHEREAS**, pursuant to Folsom Municipal Code §3.100.110, business owners subject to the assessment may request disestablishment; and

**WHEREAS**, a majority protest is defined as written protests received from owners of businesses in the modified FTBID which would pay fifty percent (50%) or more of the assessments proposed to be levied. Protests are weighted based on the assessment proposed to be levied on each assessed business; and

**WHEREAS**, the City Clerk has determined that there exists a conditional majority protest to the effect that owners of businesses in the modified FTBID which would pay fifty percent (50%) or more of the assessments proposed to be levied submitted written protests stating that they support the proposed modification contingent upon the governance of the FTBID conforming to a governance policy prepared by the assessed business owners and agreed to by the Owners' Association (Governance Policy) which includes a requirement for the Owners' Association to establish the FTBID Capital Improvement Committee, a committee of representatives from assessed hotels, TEDCorp, and the City to direct use of the additional revenue from the supplemental four percent (4%) assessment consistent with the terms of the Governance Policy (Committee); and

**WHEREAS**, to effectuate the will of business owners in the modified FTBID which would pay fifty percent (50%) or more of the assessments proposed to be levied as stated in the conditional majority protest, the agreement between the City and the Owners' Association must be amended to incorporate requirements that the Owners' Association establish the Committee and conform operations of the FTBID to the Governance Policy with respect to the increased assessment; and

**WHEREAS**, the City bears the burden of proving by a preponderance of the evidence that an assessment imposed for a specific benefit or specific government service is not a tax, that the amount is no more than necessary to cover the costs to the City in providing the specific benefit or specific government service, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the specific benefits or specific government services received by the payor.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Folsom as follows:

1. The recitals set forth herein are adopted by the City Council as findings and they are true and correct.
2. The Council hereby modifies the assessment rate from a rate of four percent (4%) to eight percent (8%), contingent upon governance of the FTBID conforming to the Governance Policy with respect to the increased assessment.

3. The additional four percent (4%) assessment will be dedicated to improvements including but not limited to development of facilities that attract overnight visitation to businesses paying the FTBID assessment, infrastructure improvements, and marketing and development efforts directly related to the facilities and associated visitor growth.
4. The FTBID Owners' Association shall establish the FTBID Capital Improvement Committee, a committee of representatives from assessed hotels, TEDCorp, and the City that directs use of the additional revenue from the supplemental four percent (4%) assessment in conformity with the terms of the Governance Policy.
5. The existing agreement between the City and the Owners' Association shall be amended to incorporate requirements that the Owners' Association establish the Committee and conform operations of the FTBID to the Governance Policy with respect to the increased assessment.
6. The increased assessment shall not be levied until the Committee has been established and the contract amendment described in Paragraph 5 has become effective.
7. The FTBID modified pursuant to this Resolution will be subject to any amendments to the Folsom Municipal Code chapter 3.100.
8. The City Clerk, or his or her designee, is directed to take all necessary actions to complete the modification of the FTBID assessment rate.
9. This Resolution shall take effect immediately upon its adoption by the Council.

**PASSED AND ADOPTED** this 28<sup>th</sup> day of April 2026, by the following roll-call vote:

AYES: Councilmember(s):  
NOES: Councilmember(s):  
ABSENT: Councilmember(s):  
ABSTAIN: Councilmember(s):

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Justin Raithel, MAYOR

ATTEST:

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Christa Freemantle, CITY CLERK

## Attachment 2

# Current Regional TBID Rates

Jurisdiction	TOT Rate	TBID Assessment	TOTAL		CA State Tourism Assessment
Rancho Cordova	12%	4.50%	16.50%	+	0.195%
Placer Valley (Roseville, Rocklin, Lincoln)	10%	\$6.50 per room nt (4.55% at \$143 ADR)	14.55%	+	0.195%
City of Sacramento	12%	3.45%, 2.875%, 2.3%, 1.15% by zone +1% STID)	15.45%	+	0.195%
Elk Grove	12%	4% City; 1% County	17%	+	0.195%
Folsom	8%	4%	12%	+	0.195%

## Proposed TBID Rates

- Increase TBID to 8% combine with TOT at 8%
- Total of 16% puts Folsom on par with surrounding cities

## Attachment 3

**RESOLUTION NO. 11506**

**A RESOLUTION OF THE CITY OF FOLSOM DECLARING ITS INTENTION TO MODIFY THE ASSESSMENT RATE OF THE FOLSOM TOURISM BUSINESS IMPROVEMENT DISTRICT, FIXING THE TIME AND PLACE OF A PUBLIC MEETING AND PUBLIC HEARING THEREON, AND GIVING NOTICE THEREOF**

**WHEREAS**, the Parking and Business Improvement Area Law of 1989, Streets and Highways Code §36500 et seq., (1989 Law) authorizes cities and counties to establish parking and business improvement areas for the purpose of promoting tourism; and

**WHEREAS**, the City of Folsom (City) adopted Ordinance No. 1171, which establishes procedures for forming parking and business improvement areas supplemental to the 1989 Law; and

**WHEREAS**, pursuant to Ordinance No. 1171, the City Council established the Folsom Tourism Business Improvement District (FTBID) on October 23, 2012, by Resolution No. 9071; and

**WHEREAS**, the FTBID includes all lodging businesses with twenty or more rooms, existing and in the future, within the boundaries of the City; and

**WHEREAS**, Ordinance No. 1171 authorizes the District Owners' Association at any time to recommend the City modify the assessment rate of the FTBID; and

**WHEREAS**, the Folsom Tourism and Economic Development Corporation (TEDCorp) has facilitated the request to modify the FTBID; and

**WHEREAS**, modifications to the FTBID are limited to those described in this Resolution of Intention as set forth below.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Folsom as follows:

1. The recitals set forth herein are true and correct.
2. The City Council declares its intention to modify the FTBID assessment rate pursuant to the Parking and Business Improvement Area Law of 1989, Streets and Highways Code §36500 et seq. and Folsom Municipal Code section 3.100.010 et seq. The current assessment rate is four percent (4%) of gross room rental revenue. The modified assessment rate is eight percent (8%) of gross room rental revenue. The additional 4% assessment will be dedicated to improvements and activities related to improvements, including but not limited to development of facilities that attract overnight visitation to businesses paying the FTBID assessment, infrastructure improvements, and marketing and development efforts directly related to the facilities and associated visitor growth.
3. New lodging businesses with twenty or more rooms within the FTBID boundaries will be

subject to the levy of assessment as authorized by Streets and Highways Code §36531.

4. The time and place for a public meeting for comments on the proposed FTBID and the levy of assessments are set for 6:30 PM on January 13, 2026 at 50 Natoma Street, Folsom, CA 95630.
5. The time and place for the public hearing to modify the FTBID and levy assessments are set for 6:30 PM on January 27, 2026 at 50 Natoma Street, Folsom, CA 95630.
6. At the public meeting and public hearing, the testimony of all interested persons for or against modifying the FTBID will be heard.
7. A protest against modifying the FTBID, the extent of the FTBID, or the furnishing of a specified type of improvement or activity, as provided in Streets and Highways Code §36524, may be made in writing. To count as a protest against the FTBID, a protest must be made in writing. A written protest may be withdrawn, in writing, at any time before the conclusion of the public hearing. Each written protest shall contain a description of the business in which the person signing the protest is interested, sufficient to identify the business and its address. If the person signing the protest is not shown on the official records of the City as the owner of the business, then the protest shall contain or be accompanied by written evidence that the person is the owner of the business, or the authorized representative. Any protest as to the regularity or evidence of the proceedings shall be in writing and clearly state the irregularity or defect to which objection is made. Written protests must be received by the Clerk of the City of Folsom before the close of the public hearing scheduled herein, and may be delivered or mailed to the City Clerk at 50 Natoma Street, Folsom, CA 95630.
8. If, at the conclusion of the public hearing, there are of record written protests by the owners of businesses within the FTBID that will collectively pay fifty percent or more of the total FTBID assessment, no further proceedings to modify the FTBID shall occur. If the majority of written protest is only as to a proposed improvement or activity, then that type of improvement or activity shall not be included in the FTBID. The FTBID shall be effective on April 1, 2026 or as soon as possible thereafter.
9. Further information regarding the proposed FTBID may be obtained from the City Clerk, at 50 Natoma Street, Folsom, CA 95630.
10. The City Clerk is instructed to provide notice of the public meeting and public hearing as follows:
  - a. Mail a complete copy of this Resolution of Intention to each and every business owner proposed to be assessed in the FTBID within seven days of the adoption of this Resolution; and
  - b. Provide notice of the Public Meeting and the Public Hearing on the Resolution of Modification as provided in Folsom Municipal Code Section 3.100.090 and pursuant to Gov. Code § 54954.6.
11. This resolution shall take effect immediately upon its adoption, and the City Clerk shall certify

the vote adopting this resolution.

**I HEREBY CERTIFY** that the foregoing Resolution of Intention was introduced and adopted at a regular meeting of the City Council on the 12th day of November 2025, by the following vote:

**AYES:** Councilmember(s): Rohrbough, Kozlowski, Leary, Raithel, Aquino

**NOES:** Councilmember(s): None

**ABSENT:** Councilmember(s): None

**ABSTAIN:** Councilmember(s): None

*Sarah Aquino*

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Sarah Aquino, MAYOR

ATTEST:

*Christina Kelley*

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Christina Kelley, CITY CLERK SPECIALIST

## Attachment 4

## Attachment 4

# Folsom TBID Capital Improvement Committee Governance Policy

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### 1. Purpose

The Folsom TBID Capital Improvement Committee (the “Committee”) is established as a formal committee of TEDCorp/Folsom Tourism Bureau. The Committee shall operate within TEDCorp’s governance structure and function in accordance with all applicable laws, including those governing Tourism Business Improvement Districts (TBIDs).

The Committee is established to direct and oversee the use of funds generated by the additional 4% TBID assessment dedicated for capital improvements. The Committee ensures these funds support projects that:

- Increase overnight hotel stays in Folsom
- Enhance tourism-related infrastructure and amenities
- Improve visitor experiences
- Strengthen Folsom’s competitiveness as a regional destination

### 2. Committee Name

FTBID Capital Improvement Committee

### 3. Authority & Relationship to Existing Organizations

The Committee shall have the authority to review, prioritize, and approve the use of funds generated by the additional 4% TBID assessment. No funds generated by the additional 4% TBID assessment shall be expended without prior approval of the Committee.

The TEDCorp Board retains ultimate fiduciary responsibility, contracting authority, legal and financial oversight and shall ensure compliance with all governing laws and agreements. The committee shall be subject to the same audit, accounting, reporting, and legal requirements as TEDCorp. The expenses associated with these requirements shall come from the additional 4% TBID assessment. The committee shall not have authority to approve, authorize or commit TEDCorp to any indebtedness, borrowing, guarantee, or financial obligation without approval of the Board of Directors.

### 4. Control of Funds

All funds generated by the additional 4% TBID assessment shall be treated as restricted funds. These funds shall not be commingled or used outside the Committee’s authority.

The Committee shall have sole authority to approve allocation of these funds, subject only to the authority of the TEDCorp Board to accept or reject the allocation.

## **5. Responsibility of the Committee**

Each year the Committee will:

1. Review tourism trends and hotel performance
2. Establish annual spending priorities
3. Identify high-impact tourism investments
4. Consider projects for funding approval

## **6. Project Eligibility & Evaluation Criteria**

Funds shall be used exclusively for projects and initiatives reasonably expected to generate overnight hotel stays and increase visitation.

Eligible uses include:

- Tourism-related infrastructure, including sports tourism
- Event attraction
- Destination-driving events, programming and marketing
- Capital improvements supporting overnight visitation
- Strategic demand-generating investments

Projects must demonstrate a clear nexus to overnight stays, visitor demand, or economic impact.

In evaluating projects, the Committee shall prioritize projects and programs that:

- increase measurable room night generation
- increase midweek and shoulder season demand
- have long-term economic impact
- leverage funding or include public private partnerships
- strategically align with TEDCorp's Tourism Strategy

## **7. Committee Composition & Voting Structure**

To ensure balanced representation, the Committee will consist of eleven (11) members nominated as described below. Each member shall have one (1) vote. Proxy voting is not permitted.

### **Hotel Industry Representatives (6 seats)**

- Six representatives from hotels paying into the FTBID

Appointments shall be by participating hoteliers.

### **TEDCorp Representatives (2 seats)**

- Two members of the TEDCorp Board of Directors

Appointments shall be by TEDCorp Board of Directors and shall not be a City representative.

### **City Representatives (3 seats)**

- Two members of the Folsom City Council
- City Manager

City Council appointments shall be by the City Council.

## **8. Member Terms**

Terms shall be five (5) years and may be staggered initially for continuity with the exception of City Council Representatives, which will be appointed each year by the City Council.

Members may serve up to two consecutive terms.

Hotel representatives must remain active operators of a hotel subject to the FTBID assessment.

## **9. Leadership**

The Committee shall elect a Chair and Vice Chair from the hotel industry representatives. The Chair, in coordination with the TEDCorp CEO, shall set agendas, facilitate meetings, and serve as liaison to the TEDCorp Board.

The Vice Chair shall perform these duties in the absence of the Chair.

## **10. Meetings & Compliance**

The Committee shall meet as needed and maintain records of all actions. Meetings shall comply with applicable laws and governance requirements including the Brown Act. TEDCorp shall form the Committee by Board resolution, pursuant to the California Corporations Code and the TEDCorp Bylaws. The resolution should establish the Committee's authority, composition, and purpose as required by Cal. Corp. Code § 7212(a)(6).

The Committee's initial meeting shall be scheduled and agendaized in compliance with Brown Act notice requirements (Cal. Gov. Code § 54954.2). The agenda for the initial meeting should include:

- Dissemination of Brown Act requirements to all Committee members
- Election of Committee officers
- Adoption of policies for the conduct of Committee business
- Establishment of a regular Committee meeting schedule

## **11. Accountability & Reporting**

Pursuant to TEDCorp Bylaw's, staff shall provide an annual report on fund use and project outcomes, including impacts on hotel occupancy and visitation each year.

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to facilitate double-sided printing  
and minimize paper use.*



CITY OF  
**FOLSOM**  
DISTINCTIVE BY NATURE