



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Jen Baker

**SUBJECT:** See Below

**DATE:** April 27, 2026

Approved

Date:

5/5/26

**COUNCIL DISTRICTS: 7, 8**

**SUBJECT: Actions Related to the Tully Road Eastridge Business Improvement District 2026-2027 Budget Report, 2026-2027 Annual Assessments, and Setting a Public Hearing on the Levy of Assessments**

## **RECOMMENDATION**

- (a) Preliminarily approve the 2026-2027 Budget Report as filed by the Tully Road Eastridge Business Improvement District Advisory Board, or as modified by City Council.
- (b) Adopt a resolution of intention to levy the annual assessment for Fiscal Year 2026-2027, and set Tuesday, June 2, 2026, at 1:30 p.m. as the date and time for the public hearing on the levy of the proposed assessments.

## **SUMMARY AND OUTCOME**

Approval of this action will result in a resolution of intention to levy assessments for the upcoming fiscal year of the Tully Road Eastridge Business Improvement District (TREBID) and set the time and date for the public hearing.

## **BACKGROUND**

The TREBID was established by City Council in 2024 pursuant to the California Parking and Business Improvement Area Law of 1989 (BID Law) to promote the economic revitalization and physical maintenance of the Tully Road - Eastridge business corridor. City Council appointed the Tully Road Eastridge Business Association as the Advisory Board (Advisory Board) for the TREBID, to advise City Council on the levy of assessments in the district, and the expenditure of revenues derived from the

HONORABLE MAYOR AND CITY COUNCIL

April 27, 2026

**Subject: Actions Related to the Tully Road Eastridge Business Improvement District 2026-2027 Budget Report, 2026-2027, Annual Assessments, and Setting a Public Hearing on the Levy of Assessments**

Page 2

assessments for the benefit of the district. The TREBID boundary map is shown in Attachment A – TREBID Boundary Map.

Pursuant to BID Law, the Advisory Board must come before City Council annually to present a report as shown in Attachment B – TREBID Budget Report for FY 2026-2027 (Report). The Report proposes a budget for the upcoming fiscal year for the TREBID to advise the City Council on the levy of assessments in the TREBID and the expenditure of revenues derived from the assessments for the benefit of the TREBID.

City Council is required to: 1) review the Report and preliminarily approve it as proposed or as changed by City Council; 2) adopt a resolution of intention to levy the assessments for the upcoming fiscal year; and 3) set a date and time for the public hearing on the TREBID-related actions. Absent a majority protest at the public hearing, at the conclusion of the public hearing, City Council may approve the budget for Fiscal Year 2026-2027 as filed or as modified by City Council and levy the TREBID assessments for Fiscal Year 2026-2027.

## **ANALYSIS**

There are currently 565 active businesses with a tax certificate located within the TREBID. The Advisory Board prepared a proposed Fiscal Year 2026-2027 TREBID budget (Attachment B) for City Council consideration. As required by BID Law, the Report has been filed with the City Clerk and contains, among other things, a list of the improvements and activities proposed to be provided in the TREBID in Fiscal Year 2026-2027, and an estimate of the cost of providing the improvements and activities.

It is anticipated that a healthy TREBID will result in the growth of businesses in the district, which indirectly generates additional business tax and sales tax revenue for the City. The TREBID assessments are restricted for use exclusively by the TREBID and are estimated at \$160,000 in Fiscal Year 2026-2027. The Advisory Board recommends no changes in the method and basis for levying assessments.

City Council may approve the Report as filed or modify the Report and approve it as modified. After approval of the Report, City Council must adopt a resolution of intention to levy the annual assessment for the 2026-2027 fiscal year and fix a time and place for a public hearing to be held on the levy of the proposed assessment.

## **EVALUATION AND FOLLOW-UP**

The Advisory Board will come before City Council in May 2027 to present a report that proposes a budget for Fiscal Year 2027-2028.

## **FISCAL IMPACTS**

Adoption of the proposed TREBID budget does not directly impact City revenue. The Fiscal Year 2026-2027 Proposed Operating Budget, subject to City Council approval, includes projected assessment revenue and corresponding expenses totaling \$160,000, as detailed in the Source and Use Statement for the Business Improvement District Fund (351).

The City will charge an administrative fee to collect the TREBID assessment. The City's administrative charge will be one percent of the assessments collected by the City, and the amount will be reviewed annually as part of the annual report submitted by the Advisory Board to the City. The administrative fee will be made to the City as a deduction from the assessments the City will forward to the TREBID.

## **COORDINATION**

This memorandum has been coordinated with the City Attorney's Office, City Clerk's Office, City Manager's Budget Office, Finance Department, the Planning, Building, and Code Enforcement Department, and the Tully Road Eastridge Business Association.

## **PUBLIC OUTREACH**

The budget for Fiscal Year 2026-2027 was reviewed and approved by the Advisory Board on February 23, 2026, as shown in Attachment C – TREBA Board of Directors Meeting Minutes February 23, 2026. This memorandum will be posted on the City Council Agenda website for the May 19, 2026 City Council meeting.

## **BOARD, COMMISSION, COMMITTEE RECOMMENDATION AND INPUT**

No board, commission, or committee recommendation or input is associated with this action.

## **CEQA**

Not a Project, File No. PP17-004, Government Funding Mechanism or Fiscal Activity with no commitment to a specific project which may result in a potentially significant physical impact on the environment.

HONORABLE MAYOR AND CITY COUNCIL

April 27, 2026

**Subject: Actions Related to the Tully Road Eastridge Business Improvement District 2026-2027 Budget Report, 2026-2027, Annual Assessments, and Setting a Public Hearing on the Levy of Assessments**

Page 4

## **PUBLIC SUBSIDY REPORTING**

This item does not include a public subsidy as defined in section 53083 or 53083.1 of the California Government Code or the City's Open Government Resolution.



JEN BAKER  
Director of City Manager's Office  
of Economic Development and  
Cultural Affairs

For questions, please contact Minh Tran, Executive Analyst II, City Manager's Office of Economic Development and Cultural Affairs, at [minh.tran@sanjoseca.gov](mailto:minh.tran@sanjoseca.gov) or (408) 535-5613.

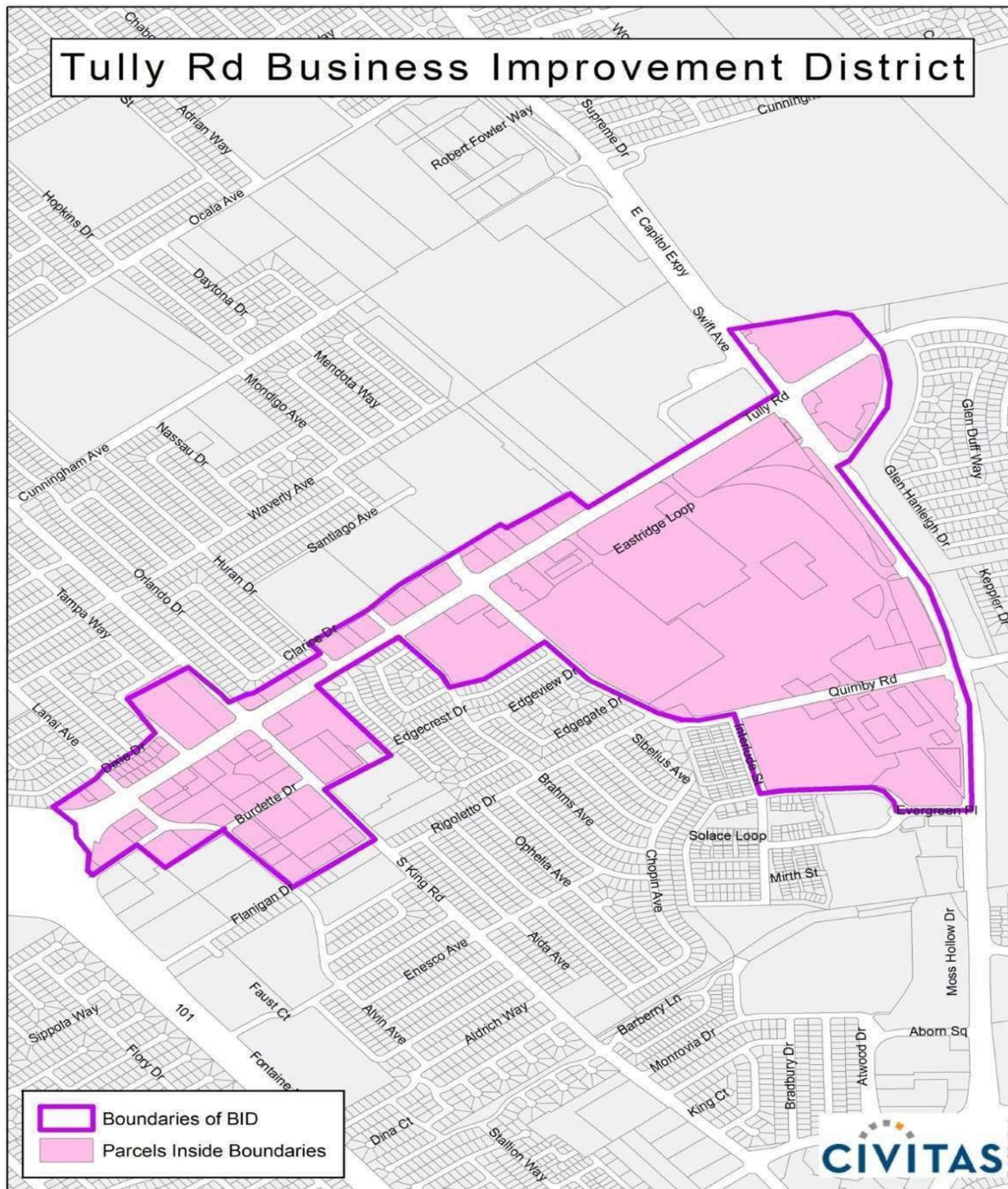
### **ATTACHMENTS:**

Attachment A – TREBID Boundary Map

Attachment B – TREBID Budget Report for FY 2026-2027

Attachment C – TREBA Board of Directors Meeting Minutes February 23, 2026

# Attachment A: TREBID Boundary Map

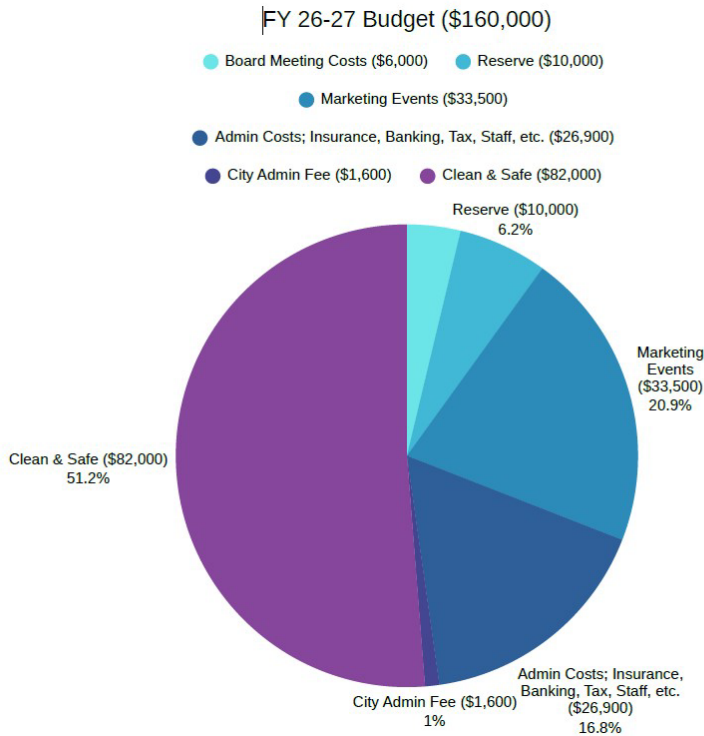


## Attachment B: Budget Report for FY 2026-2027

### Tully Road Eastridge Business Improvement District FY 2026-27 Budget

<b>Revenue</b>	<b>Amount</b>
BID FY 2026-27 (Estimated)	\$160,000

<b>Expenses</b>	
Clean & Safe	\$82,000
Board Meeting Costs	\$6,000
Reserve	\$10,000
Marketing Events/Initiatives	\$33,500
Admin Costs	\$26,900
City Admin Fee	\$1,600
<b>Total Expenses</b>	<b>\$160,000</b>



**Event/Initiative: Estimated Allocation**

- TREBA Mixer - \$1,500
- TREBA Gala - \$5,000
- Tet - \$5,000
- Cinco De Mayo - \$5,000
- Holi - \$5,000
- Mid-Autumn Festival - \$2,000
- Night Market - \$10,000
- Total Budget - \$33,500



## **TREBA Board of Directors Meeting Minutes**

### **Special Board Meeting**

**Date:** Tuesday, February 24, 2026

**Time:** 2:00PM-3:00PM

**Location:** Virtual via Zoom

**Meeting Type:** Special Meeting

#### **1. Call to Order**

The Special Board Meeting was called to order by Chair Christina Bui at 2:00 PM. This meeting was duly noticed and held for the purpose of:

- Approving the FY 2026–2027 Budget
- Approving Retreat Meeting Minutes
- Amending Bylaws (Fiscal Year Change & Budget Variance Policy)
- Establishing New Regular Board Meeting Time
- Finalizing Coordination for the 2026 TREBA Mixer

A quorum was confirmed.

#### **2. Roll Call**

Board Members Present:

- Christina Bui, Chair
- Eric Perez
- Dilpreet Bhandal
- An Ngo
- Isabel Sarellano

All five (5) board members were present.

## **AGENDA ITEMS**

### **3. FY 2026–2027 Fiscal Year Budget**

The Board reviewed the proposed FY 2026–2027 Budget, including:

- Total working budget projection: \$160,000
- Reserve and contingency allocations
- Clean & Safe funding
- Marketing and activation funding
- Operational and administrative allocations
- 15% contingency cushion built into projections

The Board acknowledged that this budget reflects conservative revenue assumptions and provides operational flexibility.

#### **Motion**

Motion: Eric Perez motioned to approve the FY 2026–2027 Fiscal Year Budget.

Second: Isabel Sarellano

#### **Vote**

Vote Count: 5–0

Motion carried unanimously.

### **4. Approval of TREBA Retreat Meeting Minutes**

The Board reviewed the Retreat Meeting Minutes.

Christina noted appreciation for the facilitation provided during the retreat, which helped structure budgeting and governance processes.

#### **Motion**

Motion: Dilpreet motioned to approve the TREBA Retreat Meeting Minutes.

Second: Eric Perez

#### **Vote**

Vote Count: 5–0

Motion carried unanimously.

### **5. Bylaws Amendment – Fiscal Year & Variance Provision**

The Board discussed two amendments:

- Fiscal Year Change
  - From: January 1 – December 31
  - To: July 1 – June 30
  - Rationale: Align fiscal year with City Council budget approval timeline.
- Budget & Financial Management Policy Amendment
  - Addition of formal budgeting policy language
  - Establishment of operating contingency reserve

- Ability to reallocate funds across categories when necessary
- Creation of separate accounts to distinguish BID funds from grant funds

These amendments provide improved financial clarity and operational flexibility.

## **6. Board Meeting Time Adjustment**

The Board discussed current meeting time:

Second Wednesdays, 9:00 AM – 10:30 AM

To improve attendance and quorum consistency, an alternative time was proposed:

Second Wednesdays, 10:30 AM – 12:00 PM

Board members expressed preference for avoiding overlap into lunch hours while maintaining sufficient time for agenda items.

### **Motion**

Motion: Eric Perez motioned to change the Regular Board Meeting time to:

Second Wednesdays, 10:30 AM – 12:00 PM

Second: Isabel Sarellano

### **Vote**

Vote Count: 5–0

Motion carried unanimously.

## **7. TREBA 2026 Mixer – Final Coordination**

### Timeline & Event Flow

- Welcome & Timeline: Ann
- Board Introductions: Ann
- What is TREBA: Christina
- TREBA Map Overview: Eric
- New Businesses Highlight: Eric
- Clean & Safe (New Organization Landscaping): Isabel
- OnView Cameras: Dilpreet
- Events Overview: Eric
- Clarice Garden: Christina
- Budget & 2026 Vision: Christina & Ann
- Elected Official Introductions: DJ Eternal
- Business Owner Remarks: An Ngo ⇒ Mr. Ho (Pending Confirmation)

### Food & Hospitality

- Catering by Los Arcos
- Tacos (Carne Asada & Chicken)
- Ceviche in individual cups
- Agua Fresca (Horchata y Jamaica)
- Estimated 80 guests

- Wine service pending confirmation

AV & DJ

- DJ Eternal confirmed
- Microphones to be coordinated
- Speakers and equipment setup at 5:00 PM

Decorations

Navy & Gold backdrop

Welcome tables (2)

No additional floral arrangements (reserved for Gala)

**8. Public Comment**

Christina opened the floor for public comment limited to items on this agenda.

No public comments were received.

**9. Adjournment**

There being no further business, the meeting was adjourned at 3:01 PM.

**Summary of Motions Passed**

<b>Item</b>	<b>Motion</b>	<b>Vote Result</b>
FY 2026–2027 Budget	Approved	5–0
Retreat Minutes	Approved	5–0
Bylaws Amendment (Fiscal Year + Budget Policy)	Approved	5–0
New Meeting Time (2nd Wednesdays @10:30AM–12:00AM)	Approved	5–0