



STAFF REPORT

AGENDA ITEM NO: 10a

MEETING DATE: May 4, 2026

Honorable Mayor and City Council

To:

Date: May 4, 2026

From: Helen Yu-Scott, Finance Director – (650) 558-7222

Subject: Public Hearing and Adoption of a Resolution Establishing and Levying Broadway Area Business Improvement Assessments for Fiscal Year 2026-27

RECOMMENDATION

Staff recommends that the City Council:

1. Hold a public hearing to consider any protests to the Broadway Area BID assessments;
2. End the public hearing and ask the City Clerk to report out any protests filed with the City; and,
3. If protests do not represent the majority of the assessments, then adopt the resolution setting the 2026-27 fiscal year assessments.

BACKGROUND

Pursuant to California Streets and Highways Code Section 36500 et seq., the City Council of the City of Burlingame established the Broadway Area Business Improvement District (“BABID”) in 1992 for the purpose of promoting economic revitalization and physical maintenance of said business district. The BABID must be renewed annually by the City Council at a public hearing after the Council holds a protest vote. The BABID Advisory Board has filed its 2025-26 annual report with the City Clerk.

The City Council adopted a Resolution of Intention (Resolution No. 038-2026) to set the 2026-27 fiscal year Broadway Area BID assessments on April 6, 2026, and established May 4, 2026, at 7:00 p.m. as the public hearing date and time. Notice of the public hearing was sent to owners of all businesses within the district on April 9, 2026. The Resolution of Intention also approved the BABID’s annual report.

DISCUSSION

No changes in the boundaries, assessments, or business classifications of the business district are proposed. If there is a protest by businesses representing a majority of the assessed value, the resolution cannot be approved. As of the time of writing this staff report, the City had not received a protest by businesses representing a majority of the assessed value, although protests may be presented in writing before or prior to the close of the public hearing. **Any and all protests must be received by the City Clerk at or before the time fixed for the public hearing.**

If there is not a protest by businesses that represent a majority of the value of the assessments, then the Council may continue the BABID and levy assessments for the 2026-27 fiscal year on businesses in the BABID as described in City of Burlingame Ordinance No. 1461, to pay for improvements and activities of the BABID.

The types of improvements and activities to be funded by the levy of assessments on businesses in the BABID are set forth in Exhibit "A", attached to the proposed Resolution. The method and basis for levying the assessments on all businesses within the BABID are set forth in Exhibit "B" to the Resolution.

FISCAL IMPACT

Approximately \$30,000 in assessments is collected annually with City business licenses. All of these funds are forwarded to the Broadway Area Business Improvement District for improvements as authorized by the BID Board of Directors. The City of Burlingame covers the expenses associated with the BID renewal.

Exhibits:

- Resolution of the City Council of the City of Burlingame Establishing 2026-27 Fiscal Year Assessments for the Broadway Area Business Improvement District and Determining that No Majority Protest Has Been Made
- Broadway Area BID Assessment Roll (showing the weight of protest votes)