

EXHIBIT A

Downtown Parking Assessment Area - FY 2024-2025

Funding for parking maintenance comes from taxes generated from the Parking and Business Improvement Area No. 1 Benefit Zone No. 1 (PBIA) and assessments paid by businesses in the Downtown Parking Assessment Area (see Exhibit B).

It is the obligation of the fund manager to present the planned activities for the Downtown Parking Assessment Area (DPAA) funds over the next fiscal year to the Advisory Board, which is the Downtown Napa Association Board. The report was received by the Advisory Board on Tuesday, May 14, 2024.

Below you will find the fiscal year 2024-2025 anticipated revenues generated by: the PBIA taxes, investment earning, and the PBIA and DPAA fund balance contribution. You will also find the fiscal year 2024-2025 anticipated expenses. This includes upkeep and maintenance of the parking facilities that businesses in these areas benefit from.

REVENUE	
Investment Earnings	\$1,560
DPAA Assessment Revenue	\$50,000
PBIA Tax Revenue	\$165,000
Contribution from undesignated PBIA fund balance	\$48,802
Total	\$265,362

EXPENSES	
Electricity/Natural Gas	\$65,000
General Supplies	\$5,000
Water & Sewage	\$1,000
Bank Fees	\$500
Professional Services	\$110,692
Facility Repair and Maintenance	\$30,000
Rental Equipment	\$0
Property Tax	\$500
Communications	\$500
Fleet Service Charges	\$17,820
Fleet Replacement	\$20,000
Transfer to General Fund	\$14,350
Total	\$265,362

BALANCE	\$0.00
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The PBIA fund maintains 12 surface parking lots and 3 parking garages.

The budget for this year relative to last year shows a higher predicted contribution from PBIA tax revenue. There is no contribution from the parking security fund this year due to sufficient contribution from the fund balance. The predicted fiscal year-end balance shows \$0.00. Assuming PBIA tax and DPAA assessment revenue is lower than currently predicted, the projected \$271,944.96 fund balance buffer should help sustain parking maintenance operations. Below is a more detailed explanation of some of the line items under expenses:

- Electricity – PG&E operational costs
- Water & Sewage – Drainage maintenance
- Fleet – Garage sweeping vehicle
- Equipment Rental – Any equipment needed for cleaning, maintenance, or painting out of the ordinary that the City needs to rent.
- Communication – Contractor for 24/7 emergency phone service to garage elevators.
- General Supplies – Detail below
 - General Cleanup
 - Litter cleanup – 5 days per week
 - Garbage pickup – 4 days per week
 - Sweeping, blowing parking lots – 2 times per week
 - Facility maintenance/repair – 1 per month
 - Elevator interior cleaning – 5 days a week
 - Pressure washing – 1 per month
 - Landscape Maintenance
 - Pest Control – 1 per quarter
 - Irrigation – 8 times a year
 - Prune/plant trees – 2 times per year
 - Equipment
 - Truck – Daily
 - Blowers – Weekly
 - Supplies on an as-needed basis
 - Signage replacement
 - Paint
 - Graffiti removal supplies
 - Light, pump, sensors
- Facility Repair and Maintenance Contracts
 - Elevator maintenance – Monthly
 - Fire sprinklers maintenance – Quarterly
 - Elevator repair on an as-needed basis
 - Annual contribution to the County of Napa Operations and Use Agreement for the Fifth Street Parking Garage