

## EXHIBIT A

### Downtown Parking Assessment Area - 2021

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 12, 2020.

Below you will find the fiscal year 2021 anticipated revenues generated by: the DPAA assessments, the PBIA taxes, investment earning, and the general fund contribution. You will also find the fiscal year 2021 anticipated expenses. This includes upkeep and maintenance of the parking facilities that businesses in these areas benefit from.

<b>REVENUE</b>	
Investment Earnings	\$1000
DPAA Assessment Revenue	\$25,000
PBIA Tax Revenue	\$90,000
Contribution from Parking Ticket and Security fund 29101	\$47,000
<b>Total</b>	<b>\$163,000</b>

<b>EXPENSES</b>	
Electricity/Natural Gas	\$36,000
Bank Fees	\$100
Professional Services	\$33,900
Facility Repair and Maintenance	\$65,000
Rental Equipment	\$500
Property Tax	\$500
Communications	\$500
Fleet Service Charges	\$12,400
Fleet Replacement	\$7,600
Transfer to General Fund	\$6,500
<b>Total</b>	<b>\$163,000</b>

<b>BALANCE</b>	<b>\$0</b>
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Maintenance of the 12 surface parking lots and 3 parking garages include garbage cleanup, sweeping, repair and cleaning of elevators in the garages, pressure washing, pest control, irrigation, pruning, tree planting, equipment purchasing and rental, monitoring of fire sprinklers, utilities, painting, graffiti removal, signage, electrical materials, and janitorial supplies. The budget for this year relative to last year is \$35,000 lower. We expect to see service cuts from pest control from once a month to quarterly and pressure washing from weekly to monthly. There may also be a staff availability

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impact if Public Works experiences any layoffs with the streets maintenance crew. Below is a more detailed explanation of some of the line items under expenses:

- Electricity – PG&E operational costs
- Fleet – Garage sweeper and maintenance van
- 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 (Still with Parks & Rec)
    - 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