



**CENSUS 2020
FINANCE SUBCOMMITTEE**

**March 10, 2020
12:30 P.M.**

**CONSERVATION AND DEVELOPMENT
40 MUIR ROAD, MARTINEZ**

Lauren Babb ♦ Samuel Houston ♦ Aparna Madireddi

Agenda Items:	Items may be taken out of order based on the business of the day and preference of the Board
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1. **INTRODUCTIONS**
2. **PUBLIC COMMENT** on any matter under the jurisdiction of the 2020 Census Finance Subcommittee and **NOT** on this agenda (speakers may be limited to three minutes).
3. **REVIEW** financial update for the Complete Count Steering Committee and **DISCUSS** and **CONSIDER** recommendations for redistribution of funding.
4. **DISCUSS** meeting frequency, and identify a standing meeting date and time for the next three meetings.
5. **ADJOURN**

The 2020 Census Finance Subcommittee will provide reasonable accommodations for persons with disabilities planning to attend its meetings. Contact Mark Goodwin at (925) 252-4500 at least 72 hours before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Subcommittee less than 96 hours prior to that meeting are available for public inspection at the County Administration Building, 651 Pine St., Martinez, CA, during normal business hours.

For Additional Information Contact: Mark Goodwin, Chief of Staff, District III Supervisor's Office
Phone (925) 252-4500, Fax (925) 240-7261
mark.goodwin@bos.cccounty.us



Contra Costa County Board of Supervisors

Subcommittee Report

2020 CENSUS FINANCE SUBCOMMITTEE

Meeting Date: 03/10/2020

Subject: Review Budget Update and Recommendations

Submitted For: David Twa, County Administrator

Department: County Administrator

Referral No.:

Referral Name: Review Budget Update and Recommendations

Presenter: Barbara Riveira/Kristine Solseng
Contact: Barbara Riveira (925)335-1018, Kristine Solseng (925) 674-7809

Referral History:

Standing item.

Referral Update:

REVIEW financial update for the Complete Count Steering Committee and DISCUSS and CONSIDER recommendations for redistribution of funding.

Recommendation(s)/Next Step(s):

REVIEW financial update for the Complete Count Steering Committee and DISCUSS and CONSIDER recommendations for redistribution of funding.

Fiscal Impact (if any):

None.

Attachments

Budget Update & Recommendations

Census 2020 Budget Update as of 3/6/2020

	Initial Proposed Budget	Expenditures To Date	Encumbered Funds	Current Budget Balance	Proposed Revised Allocation	Notes
Expenses						
Grant Administration	\$ 36,260.00	\$ -	\$ 36,260.00	\$ -	\$ -	
GIS - data analysis and map production	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	\$ -	
Contract Outreach Staff	\$ 150,000.00	\$ 26,050.75	\$ 123,949.25	\$ -	\$ -	
Media Buys	\$ 10,000.00	\$ -		\$ 10,000.00	\$ 50,000.00	Includes Current Balance and an additional \$40,000 in funds FROM Translations
Digital Ads				\$ -	\$ 10,000.00	
Transit Ads				\$ -	\$ 40,000.00	Additional Funds from Translations
**Printing Collateral	\$ 42,745.00	\$ -	\$ 10,000.00	\$ 32,745.00	\$ 21,400.00	Includes \$5,000 for grantee material \$16,400 FOR additional printing. Current Balance of \$11,345 TO Outreach Tasks for additional Swag.
Grantee Material (est)	\$ 26,345.00		\$ 10,000.00	\$ 16,345.00	\$ 5,000.00	
Additional Printing - Extra State Dollars	\$ 16,400.00			\$ 16,400.00	\$ 16,400.00	Cannot change - State Contract
Outreach Tasks -includes in kind staffing, meeting venues, materials, food, mileage, swag, etc.	\$ 40,000.00	\$ 6,645.88	\$ 20,772.31	\$ 12,581.81	\$ 23,926.81	Includes the Current Balance of \$12,581 for Census Day Event and Misc material and \$11,345 FROM Printing Collateral for additional Swag
Regional Workshop Costs		\$ 945.63	\$ 500.00			
Swag - Magnets and Frisbees		\$ 2,973.53				
Swag - "Ask Me" buttons		\$ 2,362.16				
Swag - Tote Bags			\$ 5,362.04			
Swag - Seed Packets			\$ 1,163.51			
Swag - "I count" buttons			\$ 1,682.08			
Swag - Hand Sanitizer			\$ 1,331.76			
Tall Boys QAC/QAK Signage			\$ 10,532.92			
Gametime Rundown Event*			\$ 200.00			
Census Day Event					\$ 10,000.00	Venue, entertainment, food, etc.
Additional Swag					\$ 11,345.00	FROM Printing extra funding
Misc Material*		\$ 364.56			\$ 2,581.81	
Language Contracts	\$ 50,000.00	\$ 3,230.00	\$ 5,435.00	\$ 41,335.00	\$ 1,335.00	Includes Current Balance of \$40,000 TO fund Media buys and the balance of \$1,335 for Translation Reserve.
Regional Workshop Interpreter - Round 2		\$ 3,230.00	\$ 3,230.00			
Regional Workshop Interpreter - Round 3			\$ 750.00			
Collateral Translations			\$ 1,455.00			
Translation reserve					\$ 1,335.00	
**Grant Funding -Community Partners / CBOs - Grants to fund outreach, including promotional material to support grant funded initiatives.	\$ 392,000.00	\$ 68,060.00	\$ 239,440.00	\$ 84,500.00	\$ 77,500.00	Includes \$77,500 for Phase II and Faith/Dept/Gas and \$7,000 TO fund additional Technology equipment (and QAC/QAK)
Phase I	\$ 280,000.00	\$ 68,060.00	\$ 209,940.00	\$ 2,000.00	\$ -	
Phase II (includes NRFU)	\$ 70,000.00		\$ 19,500.00	\$ 50,500.00	\$ 45,500.00	
Xtra State Funding / Faith, Dept gaps	\$ 42,000.00		\$ 10,000.00	\$ 32,000.00	\$ 32,000.00	Cannot change - State Contract
Technology Access* -Technology needs, including software and hardware necessary for outreach efforts, QAC/QAK, Language Access, Adopt-A-Block, and other program requirements or implementation goals.	\$ 105,000.00	\$ -	\$ 105,000.00	\$ -	\$ 7,000.00	Additional Funds FROM Grant Funding
DOIT			\$ 70,000.00			
Library			\$ 5,000.00			
CCTV			\$ 30,000.00			
Additional QAC/QAK Equipment				\$ -	\$ 7,000.00	FROM grant funding.
Homeless Outreach -Targeted material for Homeless & Transient Population.	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -		
*Veteran Outreach -Targeted material for Veteran Population.	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -		
*Contingency/Non-Response	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	No recommended changes
Total Expenses	\$ 1,360,750.00	\$ 103,986.63	\$ 635,856.56	\$ 186,161.81	\$ 186,161.81	
Revenue						
Counties to opt out or opt in with a board resolution	\$ 32,634.45	\$ 32,634.45				
1 st Quarterly Report due	\$ 32,634.45	\$ 32,634.45				
Strategic Plan due - 60 days from State approval	\$ 114,220.58	\$ 114,220.58				
2 nd Quarterly Report due	\$ 32,634.45	\$ 32,634.45				
Implementation Plan due	\$ 81,586.12	\$ 81,586.12				
Implementation Outreach Release Withholding	\$ 32,634.45	\$ -				
NRFU Plan due	\$ 18,130.25	\$ -				
Final Report due	\$ 18,130.25	\$ -				
Additional Funding From State(Contract Amendment)	\$ 63,400.00					
County Supplemental Funding	\$ 500,000.00	\$ 500,000.00				
Total Revenue	\$ 926,005.00	\$ 793,710.05	\$ -	\$ -		
Net Balance	\$ -	\$ 716,742.77				

* Redistribution of \$20,000 in technology funds to new line item Veteran Outreach

** Distribution of additional State Revenue of \$63,400



Contra Costa County Board of Supervisors

Subcommittee Report

2020 CENSUS FINANCE SUBCOMMITTEE

Meeting Date: 03/10/2020
Subject: Discuss Meeting frequency, identify a standing meeting date and time
Submitted For: David Twa, County Administrator
Department: County Administrator
Referral No.:
Referral Name: Discuss Meeting frequency, identify a standing meeting date and time
Presenter: Matthew Lardner **Contact:** Mathew Lardner, 925-674-7813

Referral History:

DISCUSS meeting frequency, and identify a standing meeting date and time for the next three meetings.

Referral Update:

DISCUSS meeting frequency, and identify a standing meeting date and time for the next three meetings.

Recommendation(s)/Next Step(s):

DISCUSS meeting frequency, and identify a standing meeting date and time for the next three meetings.

Fiscal Impact (if any):

None.

Attachments

No file(s) attached.
