



COUNTY OF SAN DIEGO

Independent Redistricting Commission

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AGENDA ITEM

DATE: July 29, 2021

Item 11

TO: Independent Redistricting Commission

SUBJECT: REDISTRICTING BUDGET STATUS UPDATE

OVERVIEW:

To comply with the California Elections Code Section 21552(c)(8) which requires the Board of Supervisors (“Board”) to provide for reasonable funding and staffing for the County’s Independent Redistricting Commission (IRC), on October 13, 2020 (4) the Board of Supervisors established appropriations of \$750,000 as a preliminary budget for required support of the IRC including public hearings in each supervisorial district, mapping, public outreach, translation, contracted and other services. That action indicated County staff may return to the Board to request additional appropriations at a later date, subject to the needs and direction of the full IRC once seated.

On January 28, 2021 (Item 5) the IRC approved a line-item budget. On May 13, 2021 (Item 7), the IRC approved a recommendation from the Budget Ad Hoc Committee to request a budget increase of \$467,500 for unanticipated legal services, IT needs, translation and interpretation services and to establish a reserve for future unforeseen expenses, which was approved by the San Diego County Board of Supervisors (Board) on June 8, 2021 (17).

This monthly update is intended to provide information to the IRC on activity over the past month. The following report provides a summary of expenditures and revenue (actual and projected) as included in the IRC’s approved line-item budget. Also attached are invoices received over the past month.

The monthly budget status update is an opportunity for the IRC’s ongoing review of the County’s administration of the redistricting budget on the IRC’s behalf, and a regular opportunity for transparency in reporting to the public and accountability over the use of public funds.

BUDGET STATUS UPDATE:

As of July 20, 2021, \$227,860 has been expended from the IRC’s budget, as reported by the County’s Oracle financial system and shown in Attachment A. Additional expenditures of \$43,057 are

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projected through July 2021, leaving a projected balance of \$946,583 from the IRC amended budget of \$1,217,500 as increased by the Board, and as reported in Attachment B.

- **Contracted Services** is the largest category of expenditures anticipated for the IRC. Budgeted amounts for individual contracts were updated based on final contract amounts. Current charges in the IRC's Contracted Services category include only legal services under the contract with Nielsen Merksamer Parrinello Gross & Leoni LLP, as invoices have not yet been received for demographic services from FLO Analytics and for outreach and engagement services from Asian Business Association San Diego. The year-to-date (YTD) actual column of Attachment B includes paid Nielsen Merksamer invoices for December 2020 through May 2021. During the process of staff reconciliation after invoices had been received, duplicate charges of approximately \$60,000 were identified in this period within fiscal administrative processing. A correction has been requested to remove the duplicate charges, which is anticipated to be reflected next month. The projected amount includes estimated charges for the June 2021 Nielsen Merksamer invoice, which has not yet been received.
- **Information Technology (IT) Equipment** includes monthly charges from the County's IT contractor for Commissioners' laptops, network access and email addresses. The YTD Actual column reflects a portion of the estimated monthly charges for December 2020 through June 2021. Projected amounts in this category include costs that have been incurred by the IRC and will be transferred to the redistricting budget as part of the County's fiscal year end closing process.
- **IT Other** includes the projected monthly charge for the Zoom service that enables the IRC to host webinars/virtual meetings. The County has established a separate account including webinar capability, to support the IRC. The actual amount includes charges for April and May 2021 while the projected amount includes costs to the IRC for June 2021. No invoices have been received since the last monthly budget update.
- **Translation and Interpretation** includes invoice amounts from the County's contractor, Hanna Interpreting Services LLC, for translation of IRC meeting agendas up to the IRC's meetings on May 27, 2021, and other website content, based on the translation requirements of the California Elections Code. The actual YTD amount represents paid invoices from January through May and a small surcharge of 0.88% for recovery of the County's contracting and administrative costs that is required by the use of a Countywide contract for translation services. The projected amount includes charges for June 2021.
- **Advertising** includes the costs of social media advertising to promote the IRC Education Tour sessions held throughout June 2021. Actual costs for June 2021 reflect the charges for placement of advertising on Facebook.

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- **Postage** includes the costs associated with printing and mailing hard copies of the IRC agenda and supporting materials by the Clerk of the Board of Supervisors. The actual YTD amount reflects charges to the redistricting budget for November 2020 through March 2021.

Monthly Invoices

Attachment C includes invoices that have been received since the last monthly budget update. These invoices are provided for the IRC’s review, and will be included monthly to assist the IRC with oversight.

County staff will continue to provide a monthly budget status update to the IRC for review of budgeted amounts, any expenditures incurred in the preceding month, any projected expenditures and invoices received.

ATTACHMENTS:

Attachment A: Oracle Report: Expenditure and Revenue by Period – June 2021

Attachment B: County of San Diego Independent Redistricting Commission Budget and Expenditures

Attachment C: Invoices