

MEMORANDUM

To: City of Seguin Mayor and Council

From: Jack Jones, Director of Parks & Recreation

Through: Steve Parker, City Manager
Rick Cortes, Assistant City Manager

Subject: Resolution of the City Council of the City of Seguin, Texas waiving the Seguin Coliseum Facility Rental Fees for Non-Response Follow Up Training Operations on behalf of the 2020 Decennial Census; and declaring an effective date.

Date: March 17, 2020

On March 10, 2020, Katelin Innocenti, the Lead Census Field Manager, working for the 2020 Decennial Census emailed the City requesting donated sites in the areas that they serve to conduct large group training operations. The Census is currently conducting training operations to ensure that they count everyone in the country once and only once and in the right place. In order to accomplish this, the Census must train their enumerators and census field supervisors properly. This large training operation may have as many as 500 individuals from the Hays/Comal/Guadalupe County areas.

A training site must have adequate parking for the amount of people that will be attending, seating and tables, WIFI or cellular service, and electrical outlets to plug in the devices that will be used for training. Available dates requested at the Seguin Coliseum are April 14, April 21, and April 22 from 8 a.m. to 5 p.m. The Census is looking forward to preparing these trainees for the field to ensure that all citizens in these three counties are accounted for properly.

It was submitted that the Census does not have an authorized budget for these training sites, so they are hoping for donated locations. The Coliseum rental fee for those dates are \$450 per day for a total of \$1,350. The request is to waive the rental fees associated with the use of the Seguin Coliseum for Non-Response Follow Up Training Operations on behalf of the 2020 Decennial Census.