

**To:** Board of Directors

**Date:** 10/27/2020

**From:** Melody Reeb, Manager of Planning

**Reviewed by:** 

---

**SUBJECT: Proposed Service Changes Tentative Public Outreach Timeline**

---

**Background:**

At the October meeting, the Board authorized staff to proceed with the public comment process on three proposed service scenarios for implementation in mid to late-2021. These scenarios were developed in anticipation of reduced revenues due to COVID-19 and would result in service cuts totaling approximately \$3, \$5, and \$7 million annually. Since all three scenarios would be considered a major reduction in service, per Board policy, staff will be conducting public outreach to gather input on the proposals and will be completing a Title VI equity analysis. Based on public input and updated revenue projections, staff will subsequently present a final recommendation and Title VI analysis to the Board for final approval. The earliest that staff could implement any major service reductions would be Summer 2021.

**Outreach Plan:**

Staff plans to conduct an initial virtual town hall to provide the public with a high-level overview of the three service scenarios and gather some preliminary feedback. This will be followed by a series of virtual public hearings, which will focus on different parts of County Connection's service area and allow the public to provide formal comments on the proposals. The public will also be able to provide comments by phone, mail, email, and online.

Staff will publish legal notices in the local newspaper, per Board policy, and post notices on fixed route and paratransit vehicles notifying the public about the proposals and upcoming meetings. Information will be available on County Connection's website and promoted through a series of social media posts. Staff will also be working with various community partners, including city staff, community-based organizations, and 511 Contra Costa, to help further disseminate information.

After the public comment period, staff will present a summary of comments received, along with updated financial projections and a draft recommendation for Board feedback. A final recommendation and Title VI analysis will then be presented to the Board for consideration and approval.

### Tentative Schedule\*

Virtual Town Hall	December 2020
Virtual Public Hearings & Public Comment	January 2021
Summary of Public Comment & Draft Recommendation	February 2021
Final Recommendation & Title VI Analysis	March 2021
Implementation	June 2021 or later

\*Subject to change based on updated financial projects, COVID-19 development and/or public feedback.

#### **Financial Implications:**

All costs associated with the public outreach process are included in the FY 2021 promotions budget.

#### **Recommendation:**

None, for information only.

#### **Action Requested:**

None, for information only.