

Fire District Annexation Study



Phase One- Estimated Time to Complete Phase One: 30–45 days (December 09, 2020)

Triton will review and analyze the fiscal projections and current budget information as it relates to the conceptual annexation of East Contra Costa FPD (ECCFPD) by Contra Costa County FPD (CCCFPD). Additionally, a review will be conducted of the organizational and operational structure that is developed to coincide with the conceptual annexation. The information provided by CCCFPD will be utilized to validate the projections and develop fiscal projections of the operations for the next five years.

Phase Two- Estimated Time to Complete Phase Two: 180–200 days (approximately July 2021)

Should the analysis completed in Phase I indicate that annexation by the Contra Costa County FPD of the East Contra Costa Fire Protection District is fiscally feasible and viable, and if approved by CCCFPD and ECCFPD, Triton will move forward with a comprehensive feasibility analysis of the annexation of the East Contra Costa Fire Protection District.

Triton fully understands that the study is to include all of Contra Costa County's Local Agency Formation Commission (LAFCO) Service and Sphere Review Requirements found in CGC sections 56430 and 56425.



Phase One

3 Sections

Phase One—Section 1: Project Initiation (CCCFPD & ECCFPD)

- Task 1-A: Procurement of Information & Data

Phase One—Section 2: Financial Analysis

- Task 2-A: Financial Review

Phase One—Section 3: Final Report

- Task 3-A Development & Delivery of Phase One Report
- Task 3-B: Publication of the Final Report (December 06, 2020)
- Task 3-C: Presentation of the Final Report (December 09, 2020)

Phase One- Estimated Time to Complete 30–45 days (December 09, 2020)

Phase Two

5 Sections

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Phase Two—Section 1: Project Initiation

- Task 1-A: Project Initiation and Development of a Work Plan
- Task 1-B: Procurement of Information & Data

Phase Two—Section 2: Baseline Agency Evaluations

- Task 2-A: Organization and Community Overview
- Task 2-B: Management Components
- Task 2-C: Capital Facilities and Assets
- Task 2-D: Staffing & Personnel Management
- Task 2-E: Support Programs
- Task 2-F: Service Delivery and Performance—Resource Deployment

Phase Two—Section 3: Opportunities for Annexation

- Task 3-A: General Partnering Options
- Task 3-C: Proposed Recommendations
- Task 3-B: Fiscal Analysis

Phase Two

5 Sections

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Phase Two—Section 4: Service Review & Sphere of Influence Update

- Task 4-A: LAFCO Requirements Development
- Task 4-B: Guidance and Input on LAFCO Law and Policy
- Task 4-C: Development of Report Sections Specific to LAFCO Requirements

Phase Two—Section 5: Development & Delivery of Phase Two Report

- Task 5-A: Development and Review of the Draft Report
- Task 5-B: Publication of the Final Report
- Task 5-C: Presentation of the Final Report

Phase Two

5 Sections

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- **Option 1: Stakeholder Input & Interviews**
 - Task 1-A: Stakeholder Input
 - Task 1-B: Online Survey
 - Task 1-C: Compilation of the Stakeholder Input Results
- **Option 2: Development of an Annexation Implementation Plan**
 - Task 1-A: Annexation Implementation Plan

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