

D. Cypress Fire Protection District

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SUMMARY

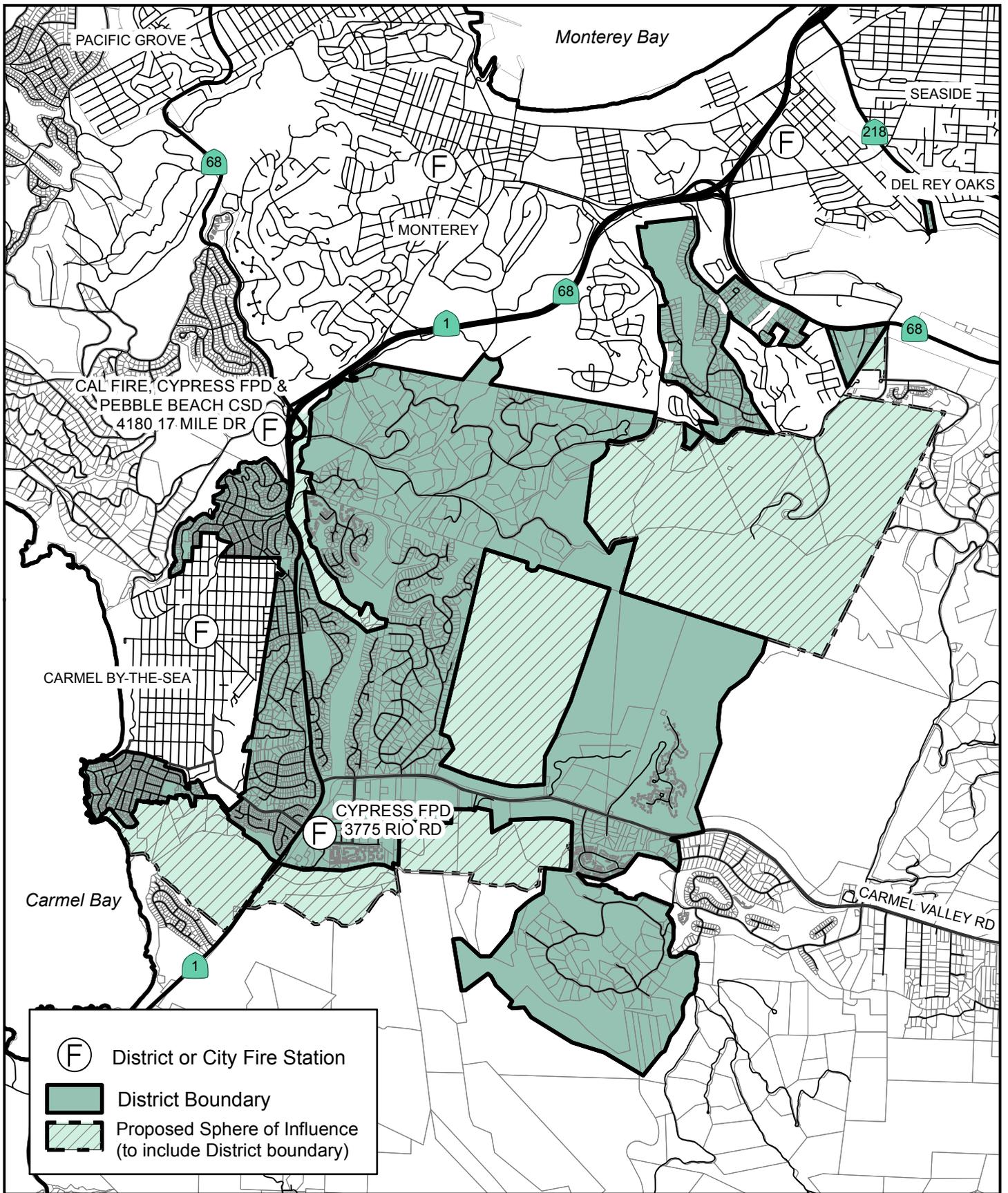
The Cypress Fire Protection District provides fire protection and emergency medical services to approximately 7,600 residents within the Mouth of the Carmel Valley, and unincorporated portions of Carmel and Monterey. While the District was formed in 1993, it receives a portion of the County's 1% tax rate as the successor of two county service areas which previously provided fire protection service. The District receives approximately \$3.9 million a year in revenue, or approximately \$516 per resident. The District fund balance was approximately \$6.8 million as of June 2010. The District has financial procedures in place to ensure the preparation of timely agency audits. The ISO Rating for Cypress stands at a 4 within five road miles of a fire station where there is a credible water source for fighting fires. This rating is only exceeded by one district within the County.

The District provides services through a contract with CAL FIRE, and works cooperatively with the Carmel Highlands Fire Protection District and the Pebble Beach Community Services District. In this report, the Executive Officer proposes an amendment to the Sphere of Influence for the District to include the existing District boundary and adjoining areas. The District agrees with this recommendation.

BACKGROUND

The Cypress Fire Protection District provides structural fire protection and emergency medical services to the unincorporated area surrounding the City of Carmel-by-the-Sea, the lower Carmel Valley, and the Aguajito and Del Monte Fairways areas. While many of these areas are located within the Spheres of Influence of the Cities of Carmel-by-the-Sea and Monterey, no significant annexation to these cities, and resulting detachment from the Fire Protection District, is anticipated in the near future.

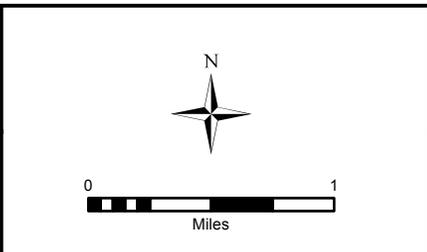
The District was formed in 1993 as a result of combining two County Service Areas: CSA No. 39 (Del Monte Fairways, Josselyn Canyon, and Aguajito) and CSA 43 (Carmel Unincorporated). These CSAs were administered by the County which contracted with CAL FIRE for fire protection service. Following District formation, the new District Board of Directors continued the contract with CAL FIRE.



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FIRE PROTECTION DISTRICTS

**CYPRESS
 FIRE PROTECTION DISTRICT**

2012 Municipal Services Review
 Map Produced: 12/19/2011

The District has a population estimated at 7,565. Population growth, particularly in the lower Carmel Valley area, may add up to 3,000 residents in coming decades according to the District.

OPERATIONS

On June 30, 2010, the District ended the fiscal year with a fund balance of \$6,792,067, an 8% increase from June 2008. This fund balance is almost twice the size of the District's annual budget. Approximately \$1.2 million of the fund balance is held in an unassigned operations fund. The remainder is committed to a building reserve (\$2.8 million) and an equipment reserve (\$2.8 million). The District has no long-term debt. The District received revenues of over \$3.9 million in Fiscal Year 2009-10, approximately 88% of which was derived from property taxes. In FY 2008-09 and FY 2009-10 the District invested approximately \$240,000 in capital assets, including the purchase of three utility vehicles.

The District works closely with two adjacent districts that are also staffed through CAL FIRE: the Carmel Highlands FPD and the Pebble Beach Community Services District. The residents of these three districts benefit from a sharing of stations, apparatus, and staffing. The arrangement has been formed through cost sharing agreements, without the formality or bureaucracy of a joint powers agreement or consolidation.

There are two fire stations serving the District. The main Cypress Fire Station located on Rio Road in the mouth of the Carmel Valley is fully owned by the District. In addition, the District owns 25% equity interest in the Carmel Hill Fire Station located inside the Highway One Gate in Pebble Beach. The station is jointly owned by the Pebble Beach Community Services District (25%) and CAL FIRE (50%). The station is strategically located to provide regional wildland fire protection as well as structural fire protection within the Cypress and Pebble Beach districts.

In the last few years, the District has invested in capital assets, including the purchase of mobile data computers and a reverse 911 system to notify residents of impending emergencies.

Cypress FPD is exploring ways in which it can work more closely with the Monterey Peninsula Airport District. The District currently locates a Type I fire engine at the airport and airport personnel use this engine to provide fire protection service to those portions of the Cypress FPD that can more effectively be responded to from this location. Cypress pays for the overtime needed to provide this service with a 2-person engine response. Cypress FPD then provides paramedic response from its Carmel Hill station.

The District participates in mutual aid throughout the State, and maintains automatic aid agreements with the Cities of Carmel-by-the-Sea and Monterey, the Pebble Beach CSD, the Monterey Peninsula Airport District, and the Monterey Co. Regional and Carmel Highlands FPDs.

The Cypress FPD maintains an ISO Public Protection Classification of 4 within five road miles of a fire station where there is a credible water source for fighting fires. The District responds with a four-person staffed paramedic engine company which allows for initiation of advanced

life support medical care to the sick or injured and the immediate interior fire attack of structural fires.

The District receives more calls for service than any other agency staffed by CAL FIRE's San Benito-Monterey unit. In Calendar Year 2010, calls to the District totaled 1,051, excluding calls for mutual and automatic aid. While the majority of these calls were medical, there were eleven calls involving structure fires.

The Cypress Board of Directors is composed of five Members who are elected at-large to four-year terms. The Board meets on the third Thursday of every other month at the District firehouse. The District maintains a website which includes a list of Board members and agendas for upcoming Board meetings.

SPHERE OF INFLUENCE & BOUNDARIES

When the District was formed in 1993, it was given a "zero Sphere of Influence." This designation projected that the District would eventually merge with another fire protection agency.

The designation of a zero Sphere of Influence was initially applied in 1991 when LAFCO conditionally approved the dissolution of CSA 39 and 43 and their annexation to the Mid-Carmel Valley Fire Protection District. While this reorganization was defeated at the polls by voters, the zero Sphere of Influence designation remained in effect. When the Cypress District was formed in 1993, the LAFCO Executive Officer wrote that the District formation "conforms with the intent of the existing sphere designations" through the "consolidation of CSA No. 39 and 43 into a new fire protection district."

Since 1993, the Mid-Valley and Carmel Valley Districts have merged and this merged District consolidated with the Monterey County Regional FPD. The Cypress FPD has also formed a close working relationship with the Carmel Highlands FPD and the Pebble Beach CSD which allows for many of the benefits of a larger, consolidated district. The District is also financially and operationally viable, and a strong sense of public participation is apparent in competitive district board elections.

Accordingly, the Executive Officer recommends the removal of the "zero" Sphere of Influence designation. The Executive Officer recommends that the Sphere be amended to include properties currently taxed and served by the District, as well as adjacent areas that could benefit from future inclusion in a fire protection district. The areas recommended for inclusion in the District Sphere are either surrounded by, or adjacent to, the District's current boundaries and are not located within the Sphere of Influence of another fire protection district. These areas include land within and adjacent to Jacks Peak County Park, the Rancho Cañada Golf Club, the "Property Reserve" parcel north of Carmel Valley Road, portions of State-owned Hatton Canyon, and undeveloped residential property near Highway 68.

A map of the District's boundaries, and the proposed Sphere expansion, is at the beginning of this profile. This recommended Sphere of Influence is supported by the Cypress FPD, and the adjacent Monterey County Regional and Carmel Highlands FPDs.

With the designation of this Sphere of Influence, the District will continue to serve those properties it has served since 1993. The District proposes to annex adjacent parcels.

LAFCO anticipates that the cities of Carmel-by-the-Sea and Monterey may annex areas that are now within District boundaries. This would trigger detachment from the District, and in some cases may cause a financial hardship to the District. An existing LAFCO policy discourages proposals causing adverse financial impacts on the provision of government services. This policy may support financial mitigation to compensate for future District detachments.

**Cypress Fire Protection District
Formation, Revenues, Attributes, Types of Service, and Resources**

District Formation and Duties	
Formation Date	1993
Legal Authority	Fire Protection District Law of 1961, Health & Safety Code, section 13800 et seq.
Board of Directors	Five Directors elected to four-year terms through at-large elections. If the number of candidates equals the number of eligible seats, or if there are no candidates, the Board of Supervisors shall make these appointments pursuant to Elections Code section 10515.
Agency Duties	Fire Protection / Emergency Medical Services

District Revenues				
	2008-2009		2009-2010	
	Amount	% of Total	Amount	% of Total
Property tax	\$3,732,059	93.8%	\$3,424,018	87.6%
Use of Money & Property (Interest and Rent)	-\$98,109	-2.5%	\$135,494	3.5%
Aid from Other Government Agencies (Proposition 172 Fund and Homeowner's Property Tax Relief)	\$197,841	5.0%	\$198,172	5.1%
Other Revenue	\$133,040	3.3%	\$114,495	2.9%
Fire Assessments and Mitigation Fees	\$12,200	0.3%	\$35,059	0.9%
Revenue total	\$3,977,031	100%	\$3,907,238	100%

Source: Cypress FPD, Financial Statements and Supplementary Information, June 30, 2010 and 2009, Statement E: Combined Statements of Revenues, Expenditures and Changes in Fund Balances – All Government Fund Types.

**Cypress Fire Protection District
Formation, Revenues, Attributes, Types of Service, and Resources**

Attributes	
District area (est. square miles)	7.4
Population (2010 estimated)	7,565
Assessed Valuation (FY 10-11)	\$2,848,298,620
Number of stations	2
Dispatch	CAL FIRE
ISO Public Protection Classification:	
Within 5 miles of a Station and with a Credible Source of Water	4
Without a Credible Source of Water	9
Regular Financial Audits	Annual
Annual Revenue Per Capita (FY 09-10)	\$516
Average Portion of County 1% Property Tax Received	15¢/\$1
Ending Total Fund Balance (June 2010)	\$6,792,067
Change in Total Fund Balance (from June 2008 to June 2010)	8%
Total Fund Balance/Annual Revenue Total (FY 09-10)	174%

Source: District area estimated utilizing County of Monterey GIS Data; Population estimated utilizing 2010 U. S. Census Data, Assessed Valuation and Portion of County Property Tax Received are from County of Monterey Auditor-Controller's Office; Fund Balance Information from District Audit; Other information from District.

NOTE: One of the Stations, the Carmel Hill Station, is jointly owned and shared with the Pebble Beach Community Services District and CAL FIRE.

Types of Services	
Fire	X
Technical Rescue	X
Basic Life Support (EMT)	X
Advanced Life Support (Paramedic)	X
Ambulance	-

**Cypress Fire Protection District
Formation, Revenues, Attributes, Types of Service, and Resources**

Stations		
Address	Acquired/Built	Condition
3775 Rio Road, Carmel	Unknown	Good
4180 17 Mile Drive, Pebble Beach (Station shared with Pebble Beach CSD)	1995	Good

The District also maintains fire apparatus at the Monterey Airport Fire Station for responses to nearby calls.

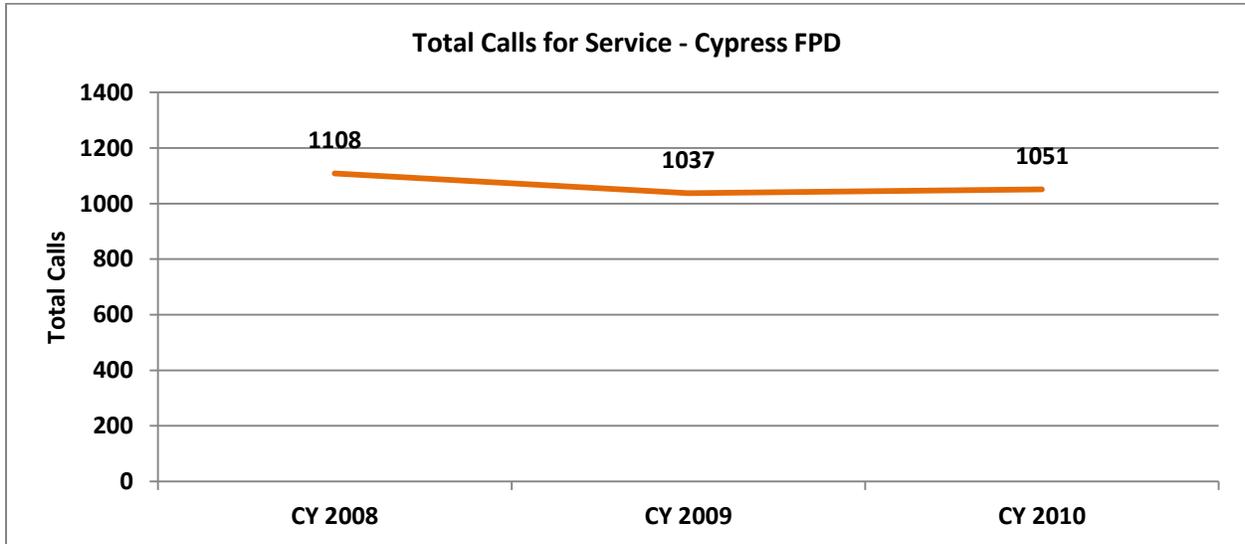
Apparatus	
Engines	4 Type I Fire Engines
Utility	5 Utility Support Vehicles

Cypress FPD also shares 4 Fire Command Vehicles, 1 Training Captain Vehicle, and 1 Paramedic Captain Vehicle with the Pebble Beach CSD and the Carmel Highlands FPD.

Total Staffing	
Full time fire suppression	25.25
Temporary fire suppression	0
Volunteer / Paid call firefighters	0
Non-safety regular	1.67

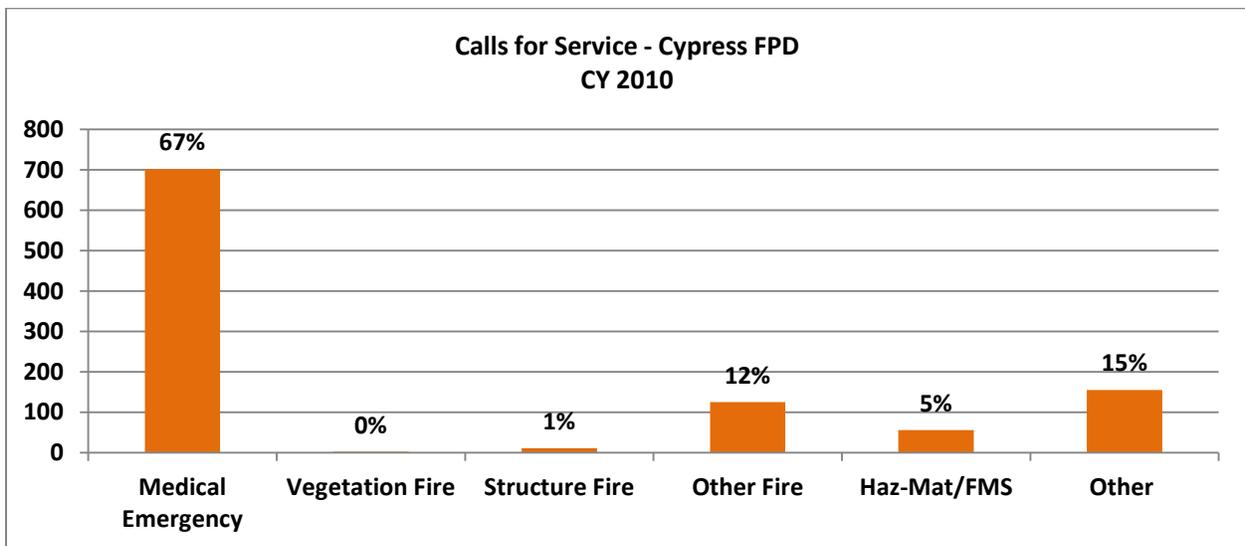
CAL FIRE's San Benito-Monterey Unit contractually provides staffing to the Cypress FPD. The full time fire suppression and non-safety regular positions outlined above represent the District's share of funding for full time positions, which are sometimes referred to as "full time equivalents" ("FTEs").

**Cypress Fire Protection District
Formation, Revenues, Attributes, Types of Service, and Resources**



Source: CAL FIRE Data.

Note: This table tabulates calls referred to the District for primary response. Additional calls are referred - and responded to - for mutual and automatic aid.



Source: CAL FIRE Data.