Agenda Item: 7C

Date: November 5, 2026

Los Osos Community Services District
STAFF REPORT

TO: Board of Directors

FROM: Greg Kwolek, General Manager

SUBJECT: Emergency Plan Review and El Niño Winter Preparations

STAFF RECOMMENDATION

Staff recommends the Board of Directors:

1. Review and provide comments on the Updated Draft Emergency Operations Plan Los Osos Annex (Annex) and receive an update on the District's preparations for winter storms; and
2. Direct Staff to bring the Updated Draft Annex to the Emergency Services Advisory Committee (ESAC) and return to the Board after ESAC and stakeholder review.

BACKGRGOUND

At their September meeting, the Board requested an update at a future meeting on the District's Emergency Operations Plan Annex and information on preparations for winter storms. Staff used materials that had already prepared as the starting point for the updated draft.

The Annex is still a work in progress. Staff asks the Board to review it with a critical eye and flag any gaps or procedures that need clarification before it goes to the ESAC for further review. Once finalized, staff plans to review the Annex each fall before winter storms.

EMERGENCY OPERATIONS PLAN LOS OSOS ANNEX

The San Luis Obispo County Emergency Operations Plan provides a common framework for how the County, cities, special districts, first responders, and other partners work together during an emergency. It addresses how agencies share information, request assistance, and coordinate resources through the County Emergency Operations Center. Hazard-specific plans provide more detail for events such as a Diablo Canyon emergency. The District's Annex builds on that work by spelling out what District staff need to do locally to assess damage, keep services running, and communicate with the County.

The updated draft builds on work and comments from several people over time. Staff thanks Chuck Cesena, Matthew Forcrouy, Ron Munds, Robert Neumann, Richard Margetson, Andrea Lueker, Deborah Howe, Josh Lorenzo, and others who contributed their time and experience to this effort.

CHANGES IN THE UPDATED DRAFT ANNEX

Staff's goal was to make the annex easier to understand and use during an emergency. The updated draft removes the preface and other material that repeated information or provided more background than staff would need during a response. It puts more emphasis on who is responsible, who to call, and what to check first. Highlights include:

- **First-hour response.** A new worksheet helps staff check in, identify immediate hazards and road closures, assess critical facilities, assign work, and send an initial update to the County. It also gives staff a place to record requests for assistance and follow-up assignments.

ASM: ____	AGM/DE: ____
DGC: ____	GM: GK

- **District and County coordination.** The draft explains when the General Manager or designee would open the District Operations Center and how staff would coordinate if the District office were unavailable. It proposes using the CAL FIRE Division Chief as the District's representative at the County Emergency Operations Center. The General Manager or designee remains the contact for decisions about District services. Staff will confirm with County OES and CAL FIRE how to route District updates and requests for assistance.

COMMUNITY VOLUNTEERS AND SHELTER

The District will work through the County's established emergency response process. At the same time, local volunteers and community organizations may be the first people available to help, particularly if both roads into Los Osos are closed or a regional emergency delays outside assistance. The District is open to working with local volunteers through the County's process. Early help could include checking on neighbors, sharing official messages, identifying needs, coordinating local supplies, and helping distribute food and water. District staff can help connect those efforts with County OES.

Sheltering follows the County's arrangement with the South Bay Community Center. The facility operator provides the site, and the County decides whether and when to open it and arranges staffing. Local volunteers could assist with sheltering if the County authorizes and directs their work. The District can report local conditions, request that the County open the shelter, and coordinate release of the District-owned supplies trailer at Fire Station 15 upon County request. If road closures delay County-arranged shelter staff, opening the shelter may also be delayed.

NEXT STEPS

Staff will bring the updated draft to ESAC and continue reviewing it with community members and response partners. Staff would also like to convene a broader meeting with County OES, CAL FIRE, community organizations, and other local stakeholders for a fresh review and clearly define roles and responsibilities. This meeting would be an opportunity to walk through potential scenarios, such as one in which Los Osos is temporarily cut off by road access to San Luis Obispo and Morro Bay. This would help clarify who makes the first calls, what help is available locally, and how that help connects with the County response.

Staff plans to return to the Board after ESAC and stakeholder review. Once the annex is finalized, staff proposes reviewing it annually in late summer or early fall, before winter storms, to confirm contacts, staff assignments, equipment readiness, and coordination procedures.

EL NIÑO WINTER

El Niño occurs when surface waters in the central and eastern tropical Pacific become warmer than usual. A strong El Niño can shift the jet stream southward, increasing the chances of a wetter winter in California. The National Oceanic and Atmospheric Administration's (NOAA) October 15th U.S. Winter Outlook identifies a very strong El Niño as a major influence this winter and favors above-average precipitation across much of California from December 2026 through February 2027. For Los Osos, the outlook supports preparing for heavy rain and localized flooding. The outlook estimates the likelihood of above-average precipitation over the three-month period. Local forecasts and warnings will provide more detail as individual storms approach. Even now, the back bay is seeing higher than normal tidal fluctuations which may compound localized flooding during storm events.

DISTRICT WINTER PREPARATIONS

The District owns and operates four drainage basins and four pumps in low-lying areas. Two District wells have emergency power, and the District has a trailer-mounted generator available to provide mobile support its other water supply facilities. The Annex and its first-hour worksheet give staff a way to check

road access, track the condition of these facilities, and report problems or requests for help to the County. If both South Bay Boulevard and Los Osos Valley Road are closed, the District may need to rely on the staff and equipment already in Los Osos until access is restored.

Staff has also been working to clarify who is responsible for clearing storm drains in Los Osos. At the time of this report, the District understands that the County maintains storm drains within County road rights-of-way. The County's position is that storm drains outside those rights-of-way were transferred to the District when it was formed, however the District has never had staff or equipment to service storm drain culverts and infrastructure. The District is reviewing this position with the County. In the meantime, if staff encounter an immediate drainage problem where responsibility is unclear, they will contact the County promptly and take reasonable steps to reduce the immediate risk while awaiting assistance, as safety and available resources allow.

Many residents that reside in low lying areas where rain water collects or runs through their property have been contacting the District and the County seeking help in the last two months ahead of storm season. Many of these areas are well known to flood and have been struggling with the lack of drainage for many years. The District is actively working with the County to see if long term solutions (infiltrators, storm drains, etc.) can be explored and studied to minimize the flooding impacts experienced by residents of the community.

Finally, Staff has been scheduling sandbag supplies as needed and working with the County. Staff has also been asked to check that they have the gear they need to work safely in wet conditions, including rubber boots, high-visibility rain jackets, and other rain gear appropriate to their assignments.

ATTACHMENTS

1. Updated Draft Los Osos Annex to the SLO County Emergency Operations Plan
2. SLO County-SBCC Temporary Emergency Facility Use Agreement

Los Osos Community Services District

Agency Specific Annex

To the

San Luis Obispo County Emergency Operations Plan

DISTRIBUTION LIST
(Hard Copies)

Location	Copies
General Manager	1
Utility Manager	1
Water Crew Leader	1
BOD Members	1 each
Fire Department	1
LOCSD Office	1
DOC File Box	2

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SECTION I - INTRODUCTION

A. PURPOSE

This annex supplements the San Luis Obispo County Emergency Operations Plan. It explains what the Los Osos Community Services District does during an emergency and how District staff work with the County and other responding agencies.

The District's main job is to keep its services running where possible and restore them when they are interrupted. Staff assesses damage to District facilities, reports service interruptions and local conditions, and asks for help when the response exceeds what the District can handle. The District can also provide equipment or supplies when it has the authority and resources to do so.

This annex applies to any emergency that requires a coordinated District response. Section II describes the hazards that could affect Los Osos and District services.

B. OBJECTIVES

1. Identify who leads the District's response and what each staff member is responsible for.
2. Explain when and how to open the District Operations Center and coordinate with responders in the field and the County Emergency Operations Center.
3. Set priorities for checking damage, keeping essential services running, and restoring interrupted services.
4. Explain how staff report local conditions and request help when needed.
5. Assign responsibility for keeping this annex up to date and testing it through exercises.

The District uses the Standardized Emergency Management System (SEMS), the National Incident Management System (NIMS), and the Incident Command System (ICS) to coordinate its response with other agencies.

C. COORDINATION WITH OTHER AGENCIES

The District coordinates its emergency response with CAL FIRE and the San Luis Obispo County Office of Emergency Services (County OES). When the County Emergency Operations Center (EOC) opens, the District plans to coordinate through the CAL FIRE Division Chief in lieu of assigning District staff to the EOC.

The General Manager or designee remains responsible for the District's operations and is available to County OES for questions and decisions about District services. District staff reports damage, service interruptions, and requests for assistance through the channels agreed upon with County OES and CAL FIRE.

SECTION II - PLANNING BASIS

A. DISTRICT AND SERVICE AREA

The Los Osos Community Services District provides water, drainage, parks and recreation, solid waste, and street lighting services. Street lighting service is limited to the Bayridge and Vista de Oro areas. CAL FIRE provides fire protection, rescue, and emergency medical response under contract with the District and operates out of Fire Station 15 in Los Osos. Water service boundaries differ from the District's boundaries, and other water providers serve parts of the community.

South Bay Boulevard and Los Osos Valley Road are the main routes into and out of Los Osos. A closure on either road can slow emergency response and delay staff, equipment, and supplies. If both roads close, the community may be temporarily cut off by road. The District plans to maintain essential services with the staff and equipment available locally until access is restored or outside help arrives.

B. HAZARDS AND LOCAL CONDITIONS

1. **Earthquake:** A strong earthquake can damage wells, tanks, water mains, roads, and District buildings. Power and communications may also be interrupted. As conditions allow, District staff check water system pressure, look for damage and leaks, and assess which facilities can remain in service.

2. **Hazardous materials**: A spill or release can affect District staff, facilities, or water supplies. District staff coordinate with incident responders before entering an affected area or operating equipment that could be impacted. Staff reports any suspected effects on the water system and coordinate with drinking water regulators as needed.

3. **Mass casualty incident**: Fire and emergency medical responders coordinate care and transport. The District's role depends on the incident and may include providing information about District facilities, maintaining water service, or making equipment available on request.

4. **Storms and flooding:** Heavy rain can flood roads and properties, damage drainage facilities, and interrupt power. In 2023, a drainage basin in Cabrillo Estates failed during winter storms and flooded homes downstream.

   The District owns and operates four drainage basins and four pumps in low-lying areas. The County states that it maintains storm drains within County road rights-of-way. The County's position is that storm drains outside those rights-of-way were transferred to the District when it was formed. The District and County are working to resolve responsibility for those drains.

   During a storm, District staff check the basins and pumps as conditions allow and report flooding and road impacts to the County. If staff find an immediate drainage

problem and responsibility is unclear, they contact the County promptly and take reasonable steps to reduce the immediate risk while awaiting County assistance, within the limits of staff safety and available resources. Responsibility for ongoing maintenance remains a separate issue for the District and County to resolve.

If road closures prevent County shelter personnel from reaching Los Osos, the shelter may open later. The District reports local shelter needs and road conditions to County OES. The District owns the shelter supplies trailer stored at Fire Station 15 and coordinates its release upon County request.

5. **Wildfire and major structure fire:** A major fire can threaten homes, interrupt access to District facilities, and increase demand on the water system. District water staff coordinate with CAL FIRE on water availability, pressure, and any system limitations. Staff follow evacuation orders and coordinate access to District facilities with incident responders.

6. **Civil disturbance and security threats**: An incident can restrict access to District facilities, threaten staff safety, or interrupt services. District staff coordinate with law enforcement, secure facilities when safe, and arrange for essential operations to continue where possible.

7. **Diablo Canyon emergency**: The County issues protective action instructions by zone during a Diablo Canyon emergency. District staff follow the County's instructions for the areas where they are working and coordinate any changes needed to maintain essential services. The County's current Protective Action Zone maps guide planning for this hazard.

8. **Tsunami**: Low-lying areas along the bay may be exposed to tsunami flooding. The District uses the current California Geological Survey tsunami hazard map to identify facilities and access routes that may be affected. Staff follow evacuation instructions and assess affected facilities when authorities indicate it is safe to return.

Power outages, communications failures, and loss of road access can occur during several of these events. Staff should account for those conditions when deciding which facilities can operate, what work can be done safely, and when to request assistance.

SECTION III - CONCEPTS OF OPERATION

This section outlines the concepts under which the LOCSD will respond to emergencies. Though the district's response to emergencies will depend on the type and magnitude of the situation, many elements of response are similar.

Routine, day-to-day emergency response is handled from one fire station, Station 15, under contract to the LOCSD by The California Department of Forestry and Fire

Protection (CAL FIRE). Eight 8 full-time positions, which includes 3 Fire Captain/Paramedics and 5 Fire Apparatus Engineer/Paramedics) and up to 25 part-time reserve Firefighters. Daily staffing consists of 1 Paramedic Engine company, and 1 Paramedic Squad, 24 hours a day, every day.

Additional services provided by CAL FIRE include personnel management, budget and accounting services, grant application/management, communications system coordination, training, fire prevention and pre-fire planning. Also included are equipment maintenance, reserve fire apparatus and supplemental fire apparatus, and emergency personnel as needed.

Major emergency events impacting the LOCSD will require assistance from all appropriate LOCSD personnel to mitigate the incident through the County mutual aid system.

A. DISTRICT RESPONSE

The General Manager or designee directs the District's response. The District's priorities are to protect staff, assess damage to District facilities, keep essential services running where possible, and restore interrupted services. CAL FIRE provides fire protection, rescue, and emergency medical response under contract with the District from Fire Station 15.

When an emergency affects District services, staff take the following steps as conditions allow:

1. **Notify and check in.** Staff report the incident to their supervisor or the General Manager and confirm who is available to respond. The General Manager or designee tells staff where to report and how to stay in contact.

2. **Assess conditions.** Staff identify immediate hazards, damage to District facilities, service interruptions, and access problems. Staff check critical water facilities and the District's four drainage basins and four pumps as conditions warrant and when it is safe to do so.

3. **Set priorities and assign work.** The General Manager or designee decides what the District can handle with available staff and equipment. If staff find an immediate drainage problem and responsibility is unclear, they contact the County promptly and take reasonable steps to reduce the immediate risk while awaiting County assistance, within the limits of staff safety and available resources.

4. **Coordinate with the County and field responders.** Staff report service interruptions, road access problems, and resource needs. The District relays shelter needs to County OES. The County coordinates shelter activation and staffing. Upon County request, the District coordinates release of its shelter supplies trailer stored at Fire Station 15.

5. **Restore services and document the response.** Staff track damage, work performed, equipment and supplies used, and costs. The District keeps customers informed about service interruptions and restoration and refers the public to the responsible agencies for evacuation and shelter information.

The General Manager or designee may activate the District Operations Center (DOC) when the incident requires staff to coordinate across services, track resource requests, or provide regular updates to the County. Section IV describes how the District staffs and operates the DOC.

B. COORDINATION WITH MUTUAL AID

When the County Emergency Operations Center (EOC) opens, the District plans to coordinate through the CAL FIRE Division Chief in lieu of assigning District staff to the EOC. The General Manager or designee remains responsible for District operations and is available to County OES for questions and decisions about District services. The District reports conditions and requests assistance through the channels agreed upon with County OES and CAL FIRE.

When the District needs help beyond what it can provide locally, the General Manager or designee identifies what is needed, where and when it is needed, and any limits on access. The District coordinates general resource requests with County OES and may request water utility assistance through CalWARN. CAL FIRE handles requests for fire and rescue mutual aid through its established channels.

If both South Bay Boulevard and Los Osos Valley Road close, outside staff, equipment, and supplies may be delayed. The District will focus available staff and equipment on the most urgent work that can be done safely and update the County as conditions and resource needs change.

SECTION IV - EMERGENCY MANAGEMENT

A. WHO DIRECTS RESPONSE

The General Manager or designee directs the District's response. This includes assigning staff, setting priorities for District services, and deciding when to ask for outside help. The General Manager keeps the Board informed about major service interruptions, the District's response, and any decisions that need Board action.

The Incident Commander directs work at the scene. The County Emergency Operations Center (EOC), when open, coordinates information and resources across responding agencies. The District Operations Center (DOC), when open, coordinates the work needed to keep District services running and restore them after an interruption.

B. DISTRICT OPERATIONS CENTER

The General Manager or designee opens the DOC when the District needs a central

place to assign work, track conditions and requests, and keep the County informed. The primary location is the District office at 2122 9th Street in Los Osos. If the office is unsafe or inaccessible, the General Manager or designee tells staff where to report or how to coordinate remotely. Staff check in before reporting to an alternate location or entering an affected area.

The DOC keeps a record of staff assignments, damage and service interruptions, road access, requests for assistance, and response costs. The General Manager or designee assigns only the duties needed for the incident. One person may cover several duties as staffing allows.

C. COORDINATION WITH COUNTY AND CAL FIRE

When the County EOC opens, the District plans to coordinate through the CAL FIRE Division Chief in lieu of assigning District staff to the EOC. The General Manager or designee remains the District contact for decisions about District services. The District shares utility updates and requests for assistance through the channels agreed upon with County OES and CAL FIRE.

The District reports shelter needs and road access conditions to County OES. The County coordinates shelter activation and staffing. Upon County request, the District coordinates release of its shelter supplies trailer, which it owns and stores at Fire Station 15.

D. DISTRICT STAFF RESPONSIBILITIES

Position	Responsibilities
General Manager	Direct the District response, decide whether to open the DOC, assign duties and alternates, and keep the Board informed. Coordinate requests for assistance and approve District updates to customers and the public.
Assistant General Manager/District Engineer	Lead field assessments and recommend priorities for repairs and service restoration. Coordinate water and drainage work, identify equipment and staffing needs, and report field conditions to the General Manager.
Water Staff	Check critical water facilities, backup power, and system pressure as conditions allow. Check the District's four drainage basins and four pumps when safe. Report damage, access problems, and immediate hazards. If a drainage problem poses an immediate risk and responsibility is unclear, contact the County promptly and take reasonable steps to reduce the risk while awaiting assistance, within the limits of staff safety and available resources.
Administrative Staff	Track staff check-ins, calls, requests, and costs. Help issue District service updates and maintain access to critical records. Refer shelter and evacuation inquiries to the responsible agencies.

The General Manager maintains a separate staff call-down list with current contact information and identifies an alternate for each critical duty.

SECTION V – DISTRICT EMERGENCY RESOURCES

A. EQUIPMENT, SUPPLIES, AND FACILITIES

The General Manager maintains a list of the equipment and supplies the District can use during an emergency. The list identifies where each item is stored, who can access it, and what is needed to put it into service. Addendum 3 lists these resources and identifies any proposed purchases separately.

Two District wells have emergency power, and the District has a trailer-mounted generator. Before assigning the portable generator, staff check that it can serve the intended facility and that staff can reach the site and refuel the generator as needed. The District also identifies what equipment is available to keep the District Operations Center working during a power or communications outage.

B. VITAL RECORDS

The Administrative Services Manager keeps track of the records staff need during an emergency. These include water and drainage maps, operating procedures, contact lists, agreements, and financial records. The District keeps backup copies and identifies who can retrieve them if the office or its computer systems are unavailable. Staff periodically check that they can access the records and restore them from backup.

C. CARE AND SHELTER

The South Bay Community Center is the designated shelter site for Los Osos under an agreement between the facility operator and San Luis Obispo County. The facility operator provides the site, and the County coordinates opening the shelter and arranging volunteer staffing. If road closures prevent County-arranged personnel from reaching Los Osos, the shelter may take longer to open.

The District reports local shelter needs and road access conditions to County OES. The District owns a shelter supplies trailer stored at Fire Station 15. Upon County request, the District coordinates with Station 15 and the County to release the trailer and confirm who will tow it to the shelter. Addendum 3 lists the supplies carried in the trailer.

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D. COMMUNITY ORGANIZATIONS AND VOLUNTEERS

During an emergency, the District helps coordinate local resources. District staff work with community organizations to identify what residents need, what help is available locally, and where more help is needed. Staff share that information with County OES so the County and local organizations can direct help where it is needed.

Road closures or a widespread emergency may delay County assistance and help

from relief organizations such as the American Red Cross and The Salvation Army. In the meantime, community organizations may organize to check on neighbors, share information, and provide food, water, and other supplies. The District helps connect these groups with County OES as outside assistance becomes available.

The District reports shelter needs and road access conditions to County OES and requests that the County open a shelter when local conditions warrant. The County decides whether and when to open the shelter and arranges staffing. Upon County request, the District coordinates release of its shelter supplies trailer, as described in Section V.C.

SECTION VI - PLAN MAINTENANCE AND TRAINING

A. KEEPING THE ANNEX CURRENT

The General Manager reviews this annex at least once a year with the CAL FIRE Battalion Chief or designee. The review covers staff assignments and alternates, the staff call-down list, equipment and supplies, and how the District reports conditions and requests help from County OES.

The General Manager also updates the annex when staff duties, equipment, facilities, or agreements change. The District dates each revision and makes the current version available to staff and response partners.

B. TRAINING AND EXERCISES

Staff assigned emergency duties review their responsibilities and know who to contact, where to report, and how to request help. The General Manager identifies the training staff need for their assigned duties.

The General Manager or designee participates in at least one County emergency exercise each year. The District uses exercises to practice staff check-in, assess damage and service interruptions, and report conditions to the County. Exercises should account for conditions that could limit the District's response, including road closures, power outages, and loss of access to the District office.

C. TRAINING AND EXERCISES

After a major response or exercise, the General Manager reviews what worked and what needs to change with participating staff and response partners as appropriate. The General Manager assigns responsibility and a due date for each follow-up action and updates the annex or related procedures as needed.

SECTION VII – SUPPORT MATERIALS

The materials below support the procedures in this annex. The General Manager reviews them as part of the annual review described in Section VI and updates them when assignments, equipment, or contact information change.

Addendum 1: Acronyms Used In This Annex

Acronym	Meaning
DOC	District Operations Center
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ICS	Incident Command System
NIMS	National Incident Management System
OES	Office of Emergency Services
SEMS	Standardized Emergency Management System

Addendum 2: Emergency Equipment and Supplies

The General Manager maintains an inventory of District emergency equipment and supplies. The inventory lists where each item is kept, who can access it, and what staff need to put it into service. Proposed purchases are listed separately from equipment available for use.

The inventory covers emergency power at two District wells, the District's trailer-mounted generator, equipment available to support the District Operations Center during an outage, and the District-owned shelter supplies trailer stored at Fire Station 15. Upon County request, the District coordinates release of the shelter supplies trailer as described in Section V.C.

Addendum 3: Staff Call-Down List

The General Manager maintains a separate internal call-down list with current contact information for staff assigned emergency duties and their alternates. Staff with emergency assignments keep a copy they can access if the District office or network is unavailable.

Addendum 4 First Hour Response Worksheet (next page)

Incident: _____ **Date and time:** _____
Completed by: _____ **Phone or radio:** _____

Use this worksheet to organize the District's first actions. Work through the items as conditions allow. Record what is known, what still needs to be checked, and who is following up.

1. Notify staff and confirm who can respond

- Notify the General Manager or designee. Use the staff call-down list in Addendum 3.
- Confirm who is available, where staff should report, and how they will stay in contact.
- Decide whether to open the District Operations Center (DOC). If the District office is unsafe or inaccessible, identify an alternate location or coordinate remotely.

Person directing the response: _____
Reporting location and contact method: _____

2. Check conditions and set priorities

- Identify immediate hazards, road closures, and facilities staff can safely reach. Check access via South Bay Boulevard and Los Osos Valley Road.
- Check critical water facilities as conditions warrant. Note power and backup power status, pressure problems, damage, and service interruptions.
- During storms or flooding, check the District's four basins and four pumps when safe. If an immediate drainage problem has unclear responsibility, contact the County promptly and take reasonable steps to reduce the risk while awaiting assistance, within the limits of staff safety and available resources.
- Assign the most urgent work and identify any help, equipment, or supplies needed.

Immediate priorities and staff assigned: _____
Conditions still to be checked: _____

3. Send the first update to the County

- Use the reporting channels described in Section IV. When the County Emergency Operations Center (EOC) opens, coordinate through the CAL FIRE Division Chief as planned. The General Manager or designee remains the contact for decisions about District services.
- Report what happened, affected services and facilities, road access, work underway, and any help needed. For each request, include where and when help is needed and any access limits.
- If local conditions warrant, report shelter needs and ask County OES to open the shelter. The County decides whether and when to open it and arranges staffing. If the County requests the District-owned supplies trailer, coordinate its release from Fire Station 15.

Update sent to and time: _____
Requests made and follow-up assigned: _____
Next update due: _____

TEMPORARY EMERGENCY FACILITY USE AGREEMENT (SHORT FORM)

This emergency facility use agreement ("the Agreement") is effective this 1st day of May, 2025 and is made and entered into between the South Bay Community Center ("the Owner") and the County of San Luis Obispo, a political subdivision of the State of California ("the County"), hereafter referred to individually as "Party" and collectively as "the Parties."

Recitals

WHEREAS, pursuant to the California Emergency Services Act (Gov. Code, § 8550 et seq.), the County is responsible for providing emergency services to protect the safety and welfare of county residents during a state of emergency proclaimed by the Governor of the State of California or a local emergency proclaimed by the County Emergency Service Director or the Board of Supervisors, as the case may be, during times of emergency; and

WHEREAS, the County has a need for buildings or other facilities that may be used as disaster shelters during the emergency; and

WHEREAS, the Owner holds title to the real property located at:

2180 Palisades Avenue, Los Osos, CA 93402, which includes the community center building, hereafter referred to as "Facilities"; and

WHEREAS, the Owner desires to assist the County by allowing the use of its Facilities as a disaster shelter/center during an emergency; and

WHEREAS, County and Owner desire to enter into this Agreement to set forth the terms and conditions for the use of the Facilities as a temporary shelter;

NOW, THEREFORE, for good and valuable consideration, the County and Owner hereby agree as follows:

Terms and Conditions

1. *Term and Termination.* This Agreement will become effective as of the Effective Date and will continue in effect until terminated. Either party may terminate this Agreement upon 15 days advance written notice to the other party. In the event that the Owner elects to terminate this Agreement, those individuals who are presently sheltering in Owner's Facilities will be able to stay in the Facilities for 7 days following notice of termination subject to the terms and conditions hereof.

2. *Facility Use.* The County may use the Facilities to provide shelter for impacted residents of an emergency on an as needed basis subject to the maximum occupancy of the Facilities and under the following conditions:

    a. The County will request use of the facilities by contacting the 24-hour contact phone numbers provided by the Owner.

b. The County will use reasonable care in the conduct of activities in the Facilities and will provide proof of liability insurance.

c. If necessary, the County will provide all transport services to and from the Facilities for the individuals.

d. If necessary, the County will provide each individual who is temporarily staying at the Facilities a toiletry kit prior to their lodging at the Facilities and with meals three times a day while lodging. (Owner is not required to provide any meals or other extraordinary services.)

e. The County will provide an onsite case manager for the Facilities. The case manager shall be responsible for coordinating check-in, check-out, tracking individuals' length of stay, reconciling records with the Owner, coordinating any needed assistance for the individuals, and coordinating all other duties reasonably necessary to implement the terms of this Agreement.

f. The County will be responsible for any damage, destruction or extraordinary cleaning services to Facilities due to the conduct of any individual and will provide security as required.

g. After meeting its responsibilities to its members/clients/etc., the Owner will permit, to the extent of its ability and upon request from the County, use of its Facilities by the County as a mass care shelter/center.

h. The Owner will provide the County with keys to the Facilities at the time use is granted by the Owner.

3. *Disclaimer and Release*. Prior to any individual staying at the Facilities, the County will have the individual sign a disclaimer and release substantially in the form set forth in the Facility Use Release Agreement, attached as Exhibit A and incorporated herein by reference.

4. *Independent Contractor*. The Owner is an independent contractor of the County and nothing in this Agreement creates an employer/employee relationship between County and Owner, and their respective officials and employees.

5. *Indemnity*. Each Party shall indemnify and hold the other harmless from and against any and all claims, demands, actions, rights of action, damages, costs and expenses that may arise by virtue of anything done or omitted to be done by the indemnifying Party (or through or by its Agents). The indemnifying Party shall be notified promptly of the existence of the claims, demands, actions or rights of action and shall be given reasonable opportunity to defend same. The Party to be indemnified shall cooperate in any defense brought or asserted by the indemnifying Party.

6. *Notices*. Any notice required to be given under this Agreement shall be addressed as follows:

County:	Owner:
Office of Emergency Services County of San Luis Obispo 1055 Monterey Street, D430 San Luis Obispo, CA 93408 Attn: Scott Milner smilner@co.slo.ca.us	South Bay Community Center 2180 Palisades Ave. Los Osos CA 93402 sbcc@sbcommunitycenter.net

7. *Cooperation*. Each party will cooperate with the other in the implementation of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

County of San Luis Obispo

By: _____
Emergency Services Manager

Date: 5-9-25

Owner:

By:

Gary Katayama, Board President 2025-6

Print Name/Title

Date: 5/1/2025