

**Piedras Blancas Light Station Association
Minutes from Board Meeting
Rabobank Conference Room - Cambria, CA
October 28, 2015**

Board Members in attendance: Jackie Howland (Chair and Secretary), Harry Thorpe (Treasurer), John Brass, Jim Harris.
Board Members absent: Tim Postiff (Vice Chair), Holly Gant (PBLSA Program Manager), David Cooper
Others present: Ryan Cooper (BLM), Jodie Nelson (BLM), Jake Castellanos (BLM Intern), Zale Schuster

Jackie Howland called the meeting to order at 6:00 pm.

Announcements: Jackie introduced and welcomed John Brass as a new member of the PBLSA board.

Approval of the Agenda: The Agenda was approved by consensus.

Reports:

1. Secretary Report – In Holly Gant's absence, Jim Harris previously emailed a copy of the minutes of September 23, 2015 for review. *M/S/P Minutes of September 23, 2015 approved.*
2. Financial Status and Treasurer's Report – See Appendix 1. Harry noted that there is a total of approximately \$120K in the BLM cooperative agreement ASAP that will be available until September 2016.
3. Gift Shop Report – See Appendix 2. Due to Holly's absence, the table for the Gift Shop summary along with tour visitor summary gathered by Jodie Nelson were prepared and presented.
4. BLM Update – See Appendix 3. In response to an inquiry, Ryan reported that the condor folks should be coming soon.
5. PBLSA Events – See Appendix 4, which contains a list of the dates for the PBLSA board meetings for 2016.
6. Tower Update – See Appendix 5 for summary report. Discussion followed. Concern was expressed for the number of projects that the PBLSA is addressing, including Fog Signal Building, Tower study, and the Piedras Blancas Motel visitor center, and a need to prioritize these projects, especially with respect to available funds for their support. Bruce Elster of Shoreline plans to present his final document for the tower study at the next PBLSA meeting on December 2. The expectation is that the board then will have enough information to proceed to a definition of the second, and final, phase of the tower study in the context of the other projects the board is pursuing.
7. California Coastal National Monument – See Appendix 6. David Cooper sent the email in lieu of his presence.

Old Business:

None

New Business:

1. Special Event – Jodie Nelson presents a draft of the plans for special event at the light station early next year that will be used for a “trial run” for future events. Discussion followed. There was consensus that the PBLSA supported the proposal, and Jodie was encouraged to pursue her planning efforts. Discussion will continue next meeting.

Board meeting adjourned at 7:30 pm.

(Recorded by Jim Harris)

Appendix 1: Treasurer's Report

TREASURER'S REPORT for September 2015

1. OPERATIONS INCOME: Last Month: \$2,890.00 YTD: \$42,382.71
PROFIT: Last Month: \$298.29 YTD: \$6,127.96**
2. BLM SUPPORT EXPENSE: Last Month: \$285.26 YTD: \$69,692.56
BALANCES: H. O. Bank: \$17,462.55 ASAP: \$73,272.01

** J.B. Memorial Fund: \$2,250

3. INVESTMENT BALANCE – FIDELITY INVESTMENTS

<i>Month</i>	<i>Beg Bal</i>	<i>Market Chg</i>	<i>Div/Int</i>	<i>Deposit</i>	<i>W/D</i>	<i>Ending Bal</i>
Sept 2015	572,950.62	<7,848.28>	1,162.71	--	--	566,265.05
Aug 2015	583,361.93	<11,348.40>	937.09	--	--	572,950.62***
July 2015	583,613.99	<1,001.67>	749.61	--	--	583,361.93

*** -2.6% since May 2015

4. OTHER:

- Audited September transactions.
- Conducted Investment Committee meeting with Fidelity advisor.
- Expanded detailed accounting manual with Holly.
- Discussed cancelled property insurance policy with insurance agent.
- Discussed retail implications with insurance agent.
- Attended BLM planning meeting.
- Completed several month end transactions in Holly's absence.

***Motion M/S/P via email prior to meeting:** Board approves the Investment Committee recommendation to move 1% of Fidelity Cash Reserves over to Fidelity International Growth Fund.*

Appendix 2: Gift Shop Report

Net Sales

	Jan	Feb	Mar	Apr	May	Jun
2011	884	1,009	1,354	2,517	1,435	2,216
2012	862	922	1,497	1,812	1,366	2,121
2013	1,848	1,270	1,931	2,849	2,208	3,407
2014	1,853	3,263	3,072	2,447	2,186	2,697
2015	2,873	2,278	2,512	2,604	2,783	3,628

	Jul	Aug	Sep	Oct	Nov	Dec
2011	3,481	2,973	1,733	1,445	1,158	1,837
2012	3,718	3,725	1,951	2,653	1,207	1,344
2013	4,351	4,121	2,314	2,048	1,872	1,965
2014	3,838	4,283	3,045	2,528	1,412	1,635
2015	4,862	4,356	2,609			

	TOTAL	Subtotal Thru June
2011	\$ 22,042	\$ 9,415
2012	\$ 23,178	\$ 8,580
2013	\$ 30,184	\$ 13,513
2014	\$ 32,259	\$ 15,518
2015		\$ 16,678

PBLs tour summary – Jodie Nelson

	Regular tours	Total visitation	Fees collected Cumulative fees
2008	2412	4116	0
2009	3684	5004	\$31,515
2010	3950	5098	\$34,026
2011	4875	6053	\$43,125
2012	5733	7326	\$57,944
2013	6419	7726	\$61,600
2014	7190	8110	\$67,445
2015	5516	6496	\$54,410
			\$350,115 (thru Sept)

Appendix 3: BLM Report

BLM Update 10/28/2015

Communication Tower:

A letter has been sent out to get agreement on the look of the tower from the users and as of the writing of this update we have not had any response. I will keep everyone updated as things progress.

Fog Signal Bldg (FSB):

Harry and I are planning on meeting with Shoreline Engineering ASAP to plan the next steps of this project.

Special Event:

November 4th – Volunteer Workday

November 14th – Golden Hour Photo Tour

November 18th – Volunteer Workday

December 11th – Volunteer Appreciation / Holiday Party

Educational Outreach:

We have had Cayucos and Cambria out and the tours are going great.

Water System:

It's in State Parks hands. Talked to Doug Barker last week and he is going to do a little investigating to see where it is.

Entry Gate:

I met with Dan and he is going to make a few changes to the gate plans. They should not be a huge reduction in cost but maybe a little. He is going to remove one board and we are only going to do one outside panel. It should reduce the bulky look while still keeping the sturdiness.

Motel

Jackie, Jodie and I are working on the application. We will need help from several of you with reviewing the document and supplying information.

Unit D

The plans are to paint during the workday and then put the floor in after the painting is done.

Appendix 4: PBLSA Events

2016 Board Meeting Calendar

January 27

February 24

March 23

April 27

May 25

June 22

July 27

August 24

September 28

October 26

December 7 (Nov/Dec)

Appendix 5: Tower Project Update

Tower Study Shoreline Meeting Summary October 22, 2015

JGH 10/22/15

Ryan Cooper, Zale Schuster and Jim Harris met with Bruce Elster at his Shoreline office on October 22, 2015 from 9:00am until a little after 11:00am. Bruce is in the process for writing his final report for the first phase of the tower study, and was able to share his results and some thoughts on the next steps for the Piedras Blancas Lighthouse Tower rehabilitation. The RISA-3D model for the existing tower is complete, and simulation results for the first and second mode of resonance essentially agree with the experimentally measured results of Drs. Cole McDaniel and Peter Laursen obtained from the tower. Jim will facilitate a meeting within a month between Bruce and Cole and Peter to apprise them of the results of the final report, and to review their input to the final results. It was agreed that Bruce will present the final document at the December 2 PBLSA meeting rather than the October meeting. In conclusion, there now exists a verified computer model of the existing tower for future study.

Bruce presented four options for the second phase of the tower study for seismically stabilizing the existing tower with designs that can anticipate replacing the top three levels; he noted that each option actually had a number of variations:

1. Construct an interior superstructure, which has issues with existing stairs and levels
2. Implement the KPFF study plan to install eight tension rods by drilling through the entire length of the tower masonry walls and anchoring them below the foundation
3. Building upon the KPFF study for eight tension rods, construct exterior "slots" on the tower for the tension rods, the "slots" being provided by removing bricks to insert the rods
4. Band fiberglass "wraps" around the exterior at various levels

In addition to these four options (with variations), Bruce recommended that all the windows be refurbished by removing the existing material holding the windows and replacing it with either a composite or stainless steel to stop the deterioration and strengthen the openings. With regard to the top three levels, there are many options ranging from a synthetic visual replica that is not functional to a full restoration using

original materials. Bruce suggested that the actual solution would probably be a hybrid approach that will satisfy SHPO constraints.

After some discussion, there appeared to be a consensus to rehabilitate the tower using a “worst case” tower top solution, i.e., use a conservative approach for addressing the tower rehabilitation so that all potential top designs could be accommodated (this assumed that any additional costs due to increased loading were perturbations to those for the “worst case”). This consensus build upon the implementation of the option 3 - the exterior installed tension rod construction. The thought is that with exterior scaffolding required for the “slots” and re-pointing of the removed bricks (allowing the tower exterior to return to its original appearance), there is provided construction infrastructure so the windows can be refurbished. It was noted that in principle the same construction resources are required for installing the tension rods, but additional top weight would require higher performance materials; hence, the use of the “worst case” for the design.

Bruce stated that he envisioned that the next phase of the tower study would consist of a feasibility study, and then a final document. As part of this phase, Bruce plans to contact Joe Jakubic, who he has consulted in the past, to get his opinion of the plans and any preliminary estimates for the restoration construction costs. It was noted that the hybrid approach to the top three levels will allow its construction on the ground, possibly in three stages, and then integration via crane to the existing tower, further minimizing the cost of restoration. [The 2007 KPFF study estimated a complete restoration cost of around \$8-10M, which the group believed could be the upper bound anticipated restoration cost.]

Zale noted that he did a lot of solid modeling for structures during his work at Vandenberg on the launch sites, and that he was intrigued by the detail presented in the original tower construction drawings that were presented during the course of the discussions. After some encouragement from the others, Zale said that he would consider developing a solid model of the original tower. The following ideas were presented to support this encouragement. PBLSA could provide computer software (preference is REVIT, or 3D Studio for compatibility with Shoreline’s construction design tool), and Shoreline could provide some computer space for a Cal Poly student intern (again, with PBLSA support) to work under Zale’s supervision to develop the solid model. The solid model of the tower can be used for tower top studies as well as demonstration for fund raising activities; afterwards, it can be installed in the gift shop as an interactive interpretative display used by tour visitors. Zale will work on a draft of the scope of work for an architectural solid model of the tower, and using Zale’s input, Jim will pursue getting a Cal Poly student intern to work with Zale. The solid modeling plan assumes that PBLSA is willingly to support this effort, and Jim will seek this at the October PBLSA board meeting.

Appendix 6: California Coastal National Monument status email from David Cooper (10/28/15)

I'm sorry I can't be with you tonight at the PBLSA Board meeting. I did want to quickly update progress on the California Coastal National Monument initiative.

On October 16, the San Luis Obispo Chamber of Commerce passed a formal resolution of support for Senate Bill 1971, the California National Monument Expansion Act. We now have resolutions of support from each Chamber of Commerce in SLO County and the Big Sur Chamber of Commerce in Monterey County. We also secured support from the San Luis Obispo County Parks and Recreation Commission.

We are trying to get on the agenda of the San Luis Obispo Board of Supervisors to land the premier resolution. We anticipate doing that at the December or January meeting.

My best,
David