

## **Piedras Blancas Light Station Association Minutes**

Zoom Meeting at 6:00 p.m.

March 22, 2023

**Present:** David Cooper (Chair), Harry Thorpe (Vice-chair/Treasurer), Sharon Flaherty (Secretary), Scot Addis, John Brass, Jim Harris, Gary O'Neill, John Hodge (BLM), Ryan Cooper (BLM), Cressant Swarts (Gift Shop Manager)

**Absent:** Veronika Kocen, Jodie Nelson (BLM), Bre Brown (BLM)

David Cooper called the meeting to order at 6:01 p.m.

The agenda was approved by consensus.

### **Reports:**

1. Secretary's Report (Cressant Swarts) – See Appendix 1. The minutes of the February 22, 2023, minutes were approved by consensus.
2. Financial Status and Treasurer's Report (Harry Thorpe) – See Appendix 2. Revenue was up in February from the previous month, showing a small profit, but there was still a negative balance for the year-to-date in the operations fund. The \$50,000 anonymous donation received in February had a problem with the check; a replacement check was received and deposited in March.
3. Gift Shop Report (Cressant Swarts) – See Appendix 3. There was discussion about asking the Friends of the Elephant Seal if we can set up a table in the parking lot to sell light station merchandise. Scot is contacting the State Parks liaison for FES and will pass on what he learns.
4. BLM Update (Ryan Cooper) – See Appendix 4. Ryan reported that construction on the parking lot should begin April 25. The revised MOA between BLM and PBLSA is attached at the end of the reports. The engineers have a few questions for Bruce, and Ryan is hoping to have one of them come out to the light station in the next couple of weeks. Jim said Bruce has prepared a written response to the engineers that will be delivered this week. Gary mentioned his concerns about a leak he had noticed in the lighthouse after the recent heavy rain. David expressed his willingness to sign the revised MOA. Further discussion in the Tower Report below.

Ryan said he hopes the Victorian Keepers Cottage Workgroup can reconvene and create an MOA with BLM from the beginning of the planning process. Ryan has asked about a new co-op agreement and feels the Cultural Restoration category may be the best fit for the work PBLSA is currently doing.

Bre is offering an evening astronomy program to volunteers this Friday, weather permitting. There are plans to offer public programs this summer and fall. Gift shop volunteer Azul offered to represent the light station at the "Party for the Planet" Earth Day event at the Charles Paddock Zoo in Atascadero on Saturday, April 22; Bre will also be there to represent the light station with handouts, membership forms, and an example brick. Fourth-grade tours for Vineyard Elementary are in progress. This summer, there will be two hike-in days per month in

July and August. Tour numbers were lower than usual in March due to canceled tours and low attendance because of bad weather.

5. Tower Report (Jim Harris) – See Appendix 5. Jim reviewed the schedule in the MOA with Bruce Elster, who says it is still workable despite the delays in signing. Provision 6 of the MOA allows for adjustments to the schedule if necessary. Jim noted that many of the cost estimates are now over a year old and will have to be reviewed and updated. David praised the MOA as a framework for clarifying and strengthening the relationship between PBLSA and BLM. David will sign the MOA, with the consensus of the board, by the end of the week if possible.
6. Underground Utilities Report (Jim Harris) – See Appendix 6. Jim noted that the PBLSA has already paid \$8,000 to PG&E as a deposit on the project. Connected Energy may have to modify their estimated costs when the board is ready to hear their presentation.
7. Capital Campaign/Grants Report (Jim Harris/Harry Thorpe/Cressant Swarts) – See Appendix 7. Cressant completed the final report to the SLO Community Foundation for the Fall 2018 BUILD grant; the adjustments made to the budget were approved and no part of the grant had to be returned. David reported that the \$5,000 grant from SLO County needs final approval from the Board of Supervisors, but that the check should be received this week. The grant will help offset the lens enclosure engineering costs incurred by PBLSA.
8. Membership Committee Report (Harry Thorpe/Sharon Flaherty) – No report.
9. Victorian Keepers Cottages Workgroup Report (David Cooper) – David has contacted the Workgroup members and is waiting for the completion of the MOA with BLM before arranging a meeting. David has also been in contact with Amber Long, an architectural historian who was involved in the restoration of Sebastian's Store in San Simeon. She has expressed an interest in consulting on the reconstruction of the Keepers' Cottages.
10. Fresnel Lens Update (Scot Addis) – See Appendix 8. Scot reported that the Pinedorado Lions Foundation has received a revised agreement from the Coast Guard for the loan of the lens. The agreement is under final review by the Foundation. The engineering evaluation and cost estimates for the lens enclosure repair have been sent to the Coast Guard for their approval. Discussions have begun with SLO County, which owns the land where the lens is on display; the Foundation leases the land and will get County approval before signing the loan agreement with the Coast Guard. The Cambria Tourism Board rescheduled their April 11<sup>th</sup> meeting. A letter of support from Supervisor Bruce Gibson was added to the funding application to the Tourism board. The requested funds total \$155,000. David thanked Scot for his work on this project.
11. Social Media Update (Cressant Swarts) – See Appendix 9. Cressant asked if the board would like to expand the scope of the report, which will be the Communications/Social Media report in the future. David encouraged the board to engage with social media posts. The board offered ideas on content for *The Beacon* and the social media accounts. There was a brief discussion on selling gift shop merchandise through social media.

**Old Business:** None

**New Business:** None

**Discussion Items:** None

David Cooper adjourned the meeting at 6:58 p.m.

Minutes recorded by Cressant Swarts.

Minutes checked by David Cooper (Chair) and Sharon Flaherty (Secretary) on April 23, 2023.

## **Appendix 1: Secretary's Report 3/22/23 – Cressant Swarts**

### **Piedras Blancas Light Station Association Minutes**

Zoom Meeting at 6:00 p.m.

February 22, 2023

**Present:** David Cooper (Chair), Harry Thorpe (Vice-chair/Treasurer), Sharon Flaherty (Secretary), Scot Addis, John Brass, Jim Harris, Veronika Kocen, Gary O'Neill, Ryan Cooper (BLM), Cressant Swarts (Gift Shop Manager)

**Absent:** John Hodge (BLM), Jodie Nelson (BLM), Bre Brown (BLM)

David Cooper called the meeting to order at 6:02 p.m.

The agenda was approved by consensus.

#### **Reports:**

1. Secretary's Report (Cressant Swarts) – See Appendix 1. The minutes of the January 25, 2023, minutes were approved by consensus.
2. Financial Status and Treasurer's Report (Harry Thorpe) – See Appendix 2. Gift shop sales for the month were down due to the road closure, resulting in a loss for the year to date. The treasurer's report now separates donations intended for the reconstruction of the Victorians and for general construction from the operating fund and the tower restoration fund.

Harry was asked by the BLM grants office to audit past co-operative agreement funds as reported on the SF425 form because it didn't match BLM's accounting.

Invoices were paid to Shoreline Engineering and Wellsona for their work on the plans to repair the lens enclosure.

A check for \$50,000 targeted to reconstruction of the Victorians was received from an anonymous donor.

3. Gift Shop Report (Cressant Swarts) – See Appendix 3. Gift shop sales were down from the previous January due to the road closure and reduced tour numbers for the month. The suggestion was made to calculate gift shop sales per visitor using the net sales report and BLM tour numbers; Sharon said this information would be useful to compare as we attempt to increase gift shop sales. Sharon reported that she and Cressant met to discuss increasing gift shop sales, discussing on-site vs online sales, trading space with other organizations/stores, connecting with visitors to drive further sales after their visit, storage limitations, and expanding the gift shop to the museum room at some point. David asked the committee to create a budget for board approval for additional storage, display items, etc. Scot suggested asking the Friends of the Elephant Seals if we can set up a table in the vista point parking lot, as he has observed that their sales table is very popular. The committee will follow up with Scot.

This year's Dinner & Libations for the Station fundraising event with Harmony Cellars has been set for Saturday, October 7.

4. BLM Update (Ryan Cooper) – See Appendix 4. Ryan reported that tours are back to normal for this time of year after the road closures in January and early February limited visitation. The AmeriCorps team that visited in January resurfaced the entire trail and built up the overlook above the elephant seal cove; staff and volunteers have received a lot of positive comments.

The parking lot resurfacing project is progressing; Ryan will meet with the contractor soon to determine the start date. Progress on the restroom planning will resume once the parking lot is finished.

Ryan has been working to move the MOA with PBLSA forward; a timeline should be forthcoming as soon as the local engineer finds out who needs to approve the plans. The archaeologist will then begin work with SHPO once the plans are approved. Jim asked if Ryan expected to see the MOA signed the following week, and Ryan concurred.

Ryan would like to see the Victorians committee meet to resume planning in light of the newest donation toward that project; the goal will be to set a timeline and agreement between PBLSA and BLM from the beginning of the project. David will reconvene the Victorians work group to review the work that has already been done and what comes next; he will have a progress report for the next board meeting.

School tours will be held at the light station each Friday through the end of March.

The astronomy program for volunteers presented by Bre will be postponed from February 24 to March 24 due to the forecast.

The volunteer appreciation get-together will be on Saturday, March 11, 4 – 6:30 p.m. It will be held behind the Coast Guard units again, though the Fog Signal Building will also be open for viewing.

5. Tower Report (Jim Harris) – See Appendix 5. Jim expects work to continue on the tower top proposal soon now that Bruce and Dan are done with the engineering work for the lens enclosure. David referenced a memo he sent to Ryan and the board regarding the delay on the MOA, emphasizing that the board needs reinforcement that the slow progress is not a lack of interest. Ryan thanked David for expressing his support and for the motivation to move the process along. David will inform the board when the MOA is signed.
6. Underground Utilities Report (Jim Harris) – See Appendix 6. The status has not changed. Jim reminded the board that the project has been in process for five years and that the board has already paid \$8,000.
7. Capital Campaign/Grants Report (Jim Harris/Harry Thorpe) – See Appendix 7. Cressant has not heard from the SLO Community Foundation regarding the final report for the Fall 2018 BUILD grant; she will follow up with them to see if they have made a decision. David reported that SLO County awarded the PBLSA a \$5,000 grant toward the engineering costs for the lens enclosure. Jim suggested that once the MOA with BLM regarding the tower is finalized, the board should begin thinking about a capital campaign for the Victorians reconstructions. Sharon said that the donations already received for the Victorians will help in starting a capital campaign.

8. Membership Committee Report (Harry Thorpe/Sharon Flaherty) – No report.
9. Victorian Keepers Cottages Workgroup Report (David Cooper) – No report. David will reconvene the work group and will have a report at the next meeting.
10. Fresnel Lens Update (Scot Addis) – See Appendix 8. The insurance policy for the Fresnel lens has been accepted by the Pinedorado Lions Foundation; the Foundation is waiting on final approval from the Coast Guard to become the borrower of record for the lens. David and Scot met with Bruce and Dan to discuss the engineering plans and cost estimates for the lens enclosure repairs, including paint, concrete footings to minimize future rust, and sun protection; the estimated cost is \$113,000, and the work would take approximately 17 weeks to complete. The work would be completed by individual contractors to save the cost of a general contractor. Once the Coast Guard approves the agreement with the Pinedorado Lions Foundation, the stakeholder group will be reconvened to discuss the next steps. Scot has been preparing a funding application for the Cambria Tourism Board meeting on March 10, asking for \$155,000 to cover the total cost of the enclosure repair project, annual inspections over the next five years, and unforeseen costs. Ryan suggested also asking the San Simeon Tourism Board for funding; there was discussion on fundraising strategy, as there will need to be a capital campaign for the future home for the lens.

David asked the board to consider the following motion: The PBLSA board approves partnering with the Pinedorado Lions Foundation with respect to funding and will contribute \$25,000 toward the cost of repairing the lens enclosure. Jim seconded. There was discussion on the importance of the PBLSA retaining a formal presence in the ongoing lens project through the five-year phase of maintaining the lens in its current enclosure and determining where it will be permanently housed. There was also discussion on whether offering these funds now would hinder the process of getting funding from the Cambria Tourism Board.

David agreed to amend the original motion as follows: Motion: The PBLSA board approves partnering with the Pinedorado Lions Foundation with respect to funding and will contribute up to \$25,000 toward the cost of repairing the lens enclosure; the funds will be offered at the discretion of Scot Addis if he feels it would support the application to the Cambria Tourism Board. Harry seconded. A vote was called on the amended motion. The motion was approved unanimously. Harry will also inform Scot of the total amount the PBLSA has spent on the lens so far, as that may also help the funding application.

11. Social Media Update (Cressant Swarts) – See Appendix 9. Due to time constraints, Cressant will give the board a presentation on social media at the following meeting. She described briefly how the board can support the Facebook and Instagram accounts by joining, following or subscribing, and sharing posts with friends and family.

#### **Old Business:**

1. Review 2022 Annual Board Financial Report (Harry Thorpe) – There were no questions on the annual report Harry sent prior to the last board meeting. Jim asked if there had been any word on a new co-operative agreement with BLM. Ryan had to leave the meeting early; David will contact him to ask for an update.
2. Discussion of David's 2/20/23 memo to Ryan Cooper re: MOU – Discussed in the Tower Report above. If the MOA is not signed, David will send another memo and address it at the next board meeting.

**New Business:**

None.

**Discussion Items:**

None.

David Cooper adjourned the meeting at 7:29 p.m.

Minutes recorded by Cressant Swarts.

Minutes checked by Sharon Flaherty (Secretary) on March 17, 2023.

## Appendix 2: Treasurer's Report 3/22/23 – Harry Thorpe

### TREASURER'S REPORT for February 2023

**1. OPERATIONS INCOME:** Last Month: \$6,361.40 YTD: \$9,095.80  
**PROFIT:** Last Month: \$326.45\* YTD: <\$1,503.94>\*\*

**MECHANICS BANK OPERATIONS:** \$8,841.16  
**TOWER RESTORATION FUND BALANCE:** \$13,660.03  
**CONSTRUCTION FUND:** \$96,031.00  
**VICTORIAN/KEEPERS RECONSTRUCTION FUND:** \$101,000

**BLM SUPPORT EXPENSE:** Last Month: none YTD: none  
**BALANCES:** P.P. Bank: \$500.00 ASAP: none

\* Excludes restoration: \$6,033.30

\*\*Excludes restoration: \$19,456.30

### 2. 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> |
|-----------------|----------------|-------------------|----------------|----------------|------------|-------------------|
| <b>Feb 2023</b> | 737,846.39     | <19,676.90>       | 993.33         | --             | <7,500>    | 711,662.82        |
| <b>Jan 2023</b> | 713,922.30     | 22,963.66         | 960.43         | --             | --         | 737,846.39        |
| <b>Dec 2022</b> | 628,070.78     | <17,585.40>       | 2,486.92       | 101,000        | --         | 713,922.30        |

### 3. OTHER:

- Reviewed transactions for January/February.
- Corrected/submitted final Co-op financial status.
- Transferred \$7,500 from reserves to operating account.
- Paid final contractor expenses for FSB.

*Harry M. Thorpe, Jr.*  
*Treasurer*



### Attachment 3: Gift Shop Report 3/22/23 – Cressant Swarts

Cressant has been ordering stock so that the gift shop is well-supplied for the summer. She has also been working on a list of storage and display items to improve the gift shop and will submit it to the board for approval when complete.

There have been several weather closures in March, and sales so far for March are lower than the previous year.

#### February Gift Shop Revenue

|               |                   |
|---------------|-------------------|
| On-site sales | \$4,113.40        |
| Website sales | \$0               |
| <b>Total</b>  | <b>\$4,113.40</b> |

#### February Gift Shop Profit

|                     |            |
|---------------------|------------|
| Cost of Goods Sold* | \$2,573.30 |
| Profit              | \$1,540.10 |
| <b>Percentage</b>   | <b>37%</b> |

*\*Includes cost, scrap, inventory shortages, taxes, fees, and shipping*

### NET SALES COMPARISONS

*Shaded month indicates lower sales than that same month last year. Figures include website as well as on-site gift shop sales starting in 2021. Excludes donations, memberships, and engraved bricks.*

|      | Jan   | Feb   | Mar   | Apr   | May   | Jun   | Jul   | Aug   | Sep   | Oct   | Nov   | Dec   |
|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 2018 | 3,077 | 3,094 | 3,104 | 3,316 | 3,133 | 3,707 | 6,225 | 4,157 | 3,383 | 2,552 | 1,597 | 1,730 |
| 2019 | 1,015 | 1,605 | 2,565 | 3,350 | 3,641 | 4,665 | 6,804 | 4,722 | 2,070 | 3,656 | 2,717 | 3,719 |
| 2020 | 2,202 | 2,764 | 1,653 | 215   | 164   | 189   | 524   | 244   | 136   | 56    | 220   | 376   |
| 2021 | 108   | 1,291 | 2,198 | 3,723 | 4,276 | 5,363 | 8,469 | 7,588 | 4,238 | 5,383 | 3,474 | 2,265 |
| 2022 | 2,636 | 3,290 | 4,410 | 4,404 | 6,384 | 7,593 | 9,236 | 7,493 | 5,204 | 5,329 | 3,693 | 3,824 |
| 2023 | 1,705 | 3,836 |       |       |       |       |       |       |       |       |       |       |

*Government shutdown Dec 2018. COVID-19 closure Mar 2020 - Feb 2021. Several weather/road closures Jan – March 2023.*

### Yearly Net Sales Comparisons

|      | Jan - Jun | TOTAL    |
|------|-----------|----------|
| 2018 | \$19,431  | \$39,075 |
| 2019 | \$16,841  | \$40,529 |
| 2020 | \$7,187   | \$8,743  |
| 2021 | \$16,959  | \$48,376 |
| 2022 | \$28,717  | \$63,496 |
| 2023 |           |          |

## Appendix 4: BLM Update 3/22/23 – Ryan Cooper

### **Lens**

Discuss during the Lens Report.

### **Parking Lot Redesign / Restrooms**

Contractor will be starting April 25<sup>th</sup>.

### **Tower**

Hopefully the MOU will be signed tonight. I am working on getting a meeting with the office engineer to discuss the openings or get some specific questions Bruce can answer. Once we get his sign-off we can move on to the Archeologist.

### **Victorian Duplex**

Would love to revitalize the Victorian Committee and maybe start looking at an MOU similar to the Tower. This time we will get everyone on the same page from the get-go.

### **Assistance Agreement**

I was told by Thelma that the Cultural Restoration notice for funding should be coming out soon. I think that will be the best fit for the Association.

### **Special Event:**

|                            |                        |
|----------------------------|------------------------|
| Astronomy Program          | March 24 <sup>th</sup> |
| Earth Day Event Atascadero | April 22 <sup>nd</sup> |
| Vineyard Elementary        | 3/22, 3/24, 3/31       |
| Hike-in Tours              | 7/1, 7/19, 8/2, 8/16   |

### **Tour Numbers**

| Month     | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 |  |  |
|-----------|------|------|------|------|------|------|--|--|
| October   | 506  | 441  | 535  | 22   | 552  | 421  |  |  |
| November  | 523  | 433  | 334  | 56   | 350  | 439  |  |  |
| December  | 829  | 251  | 518  | 0    | 208  | 411  |  |  |
| January   | 608  | 0    | 715  | 0    | 300  | 196  |  |  |
| February  | 780  | 318  | 578  | 108  | 407  | 341  |  |  |
| March     | 662  | 784  | 185  | 160  | 471  | 190* |  |  |
| April     | 684  | 790  | 0    | 399  | 524  |      |  |  |
| May       | 362  | 555  | 0    | 446  | 452  |      |  |  |
| June      | 732  | 698  | 0    | 643  | 661  |      |  |  |
| July      | 1169 | 1085 | 0    | 972  | 881  |      |  |  |
| August    | 1001 | 819  | 0    | 834  | 1043 |      |  |  |
| September | 591  | 374  | 0    | 547  | 487  |      |  |  |
| Total     | 8447 | 6548 | 2865 | 4166 | 6336 | 1998 |  |  |

## **Appendix 5: Summary of Tower Top Project 3/22/23 – Jim Harris**

Ryan Cooper sent the final draft of the MOA from the BLM for the review of the PBLSA Board at its meeting today. The MOA is to cover the relationship between BLM and the PBLSA for the remaining engineering work and the start of the construction phase for the rehabilitation of the Tower and is to apply between now and the end of 2023 (the initial draft of the MOA was presented at the January meeting of the Board). A copy of the MOA is attached for the review of the Board and its approval at this meeting. In response to a BLM request, Bruce Elster is planning to respond to Ryan Cooper regarding the explicit construction method to be used to stabilize the lower window opening during the rehabilitation work by Dan Murphy; the response should be completed this week. Work on the proposal for the tower top restoration by Bruce Elster of Shoreline Engineering and Dan Murphy of Wellsona is expected to continue after their work for the Lens enclosure in Cambria is completed. Tentative plans have been made to have a meeting with Bruce, Dan, and Jim at Shoreline on Friday to discuss the details of the draft proposal. The current expectation is that they will be able to devote time to their proposal for the engineering design work for replacing the top three levels and submit the proposal before the next PBLSA board meeting in April. As stated before, after the completion and submittal of their tower top restoration proposal, along with the three tasks proposals and the Shoreline final report of October 14, 2021, under review by the BLM, there should be sufficient documented engineering work to begin the construction rehabilitation phase for restoring the tower.

## **Appendix 6: Summary of Underground Utilities Project 3/22/23 – Jim Harris**

The status of this project remains the same as last time: the under-grounding of the PG&E electrical supply lines project remains on hold until the BLM and California State Parks come to a formal understanding of the access road to the light station along with other considerations. As stated at the last board meeting, the PBLSA provided an \$8K deposit with PG&E a number of years ago as a condition for their cost proposal for the estimated work. Connected Energy has prepared a revised version of their white paper and is willing to give a presentation to the Board as soon as the Board is meeting in person again, hopefully in the next few months. Their white paper is a proposed design of a sustainable option to allow electric power for the light station to be provided with or without grid input using a microgrid system with solar and motor generator input and battery storage.

## **Appendix 7: Capital Campaign/Grants Report 3/22/23 – Jim Harris/Harry Thorpe/Cressant Swarts**

Cressant Swarts has prepared a response to the SLO Community Foundation for a final report of a Fall 2018 BUILD grant related to preparing for a capital campaign; her response was reviewed by Jim Harris and submitted on March 20. The SLO Community Foundation stated that there are no financial issues with the results of the grant, i.e. the PBLSA does not have to return any grant money as they are satisfied with the use of the grant funds. Cressant is to be commended for following up on this issue and closing out the grant reporting satisfactorily.

## **Appendix 8: Fresnel Lens Enclosure Report 3/22/23 – Scot Addis**

The Pinedorado Lions Foundation (Foundation) and Coast Guard (CG) have substantially come to terms on the revised lens loan agreement addendum. The final engineering evaluation and cost estimates for the enclosure repair project have been sent to the CG for their approval and remain under review.

An infrastructure funding application has been submitted for consideration by the Cambria Tourism Board (CTB). Weather forced cancellation of their meeting on March 10<sup>th</sup>. The next meeting is scheduled for April 11<sup>th</sup>, at which time the application will be discussed. We have secured and forwarded to the CTB a letter of support for the repair project from Supervisor Bruce Gibson. The objective remains to obtain the funds needed for this project from the CTB. Should the CTB approve the amount requested (\$155,000) funding will then need approval from the SLO County Board of Supervisors.

Once the CG approves the enclosure repair plan, the Foundation is prepared to sign the loan agreement and addendum and secure the required insurance policy. By mid-April we would expect to also gain visibility regarding our funding prospects. At this point it may be an opportune time to conduct the next stakeholder call to provide all with a status report on the project.

### **Appendix 9: Social Media Report 3/22/23 – Cressant Swarts**

Social media posts for March have included a couple for Women's History Month and several on native plants; thank you to Bre for providing content.

Cressant is continuing to research how to use social media for fundraising and gift shop sales.

Feedback is welcome on what information the board would like to see in this monthly report. Ideas for social media content are encouraged; please contact Cressant with suggestions.

<https://www.facebook.com/PiedrasBlancasLightStation>

<https://www.instagram.com/piedrasblancaslightstation>

# **Memorandum of Agreement**

Between the  
**Piedras Blancas Light Station Association (PBLSA)**  
and the  
**Bureau of Land Management (BLM)**

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## **I. Authority**

This Memorandum of Agreement (MOA) is entered into by and between The Piedras Blancas Light Station Association (PBLSA) and the United States Department of the Interior, Bureau of Land Management (BLM) under the provisions of section 307 (b) of the Federal Land Policy and Management Act (43 U.S.C. section 1737(b)).

## **II. Purpose**

This Memorandum of Agreement (MOA) sets forth the terms and understanding between PBLSA and BLM regarding the structural engineering work—including evaluation, concept and design, and testing—preliminary to the restoration of the 19<sup>th</sup> century masonry lighthouse tower at the Piedras Blancas Light Station. This MOA defines the roles and responsibilities for the PBLSA and the BLM as the tower restoration project proceeds, presenting the parameters and scope of work, financing and budget commitments, project management responsibilities, and timelines for completion.

## **III. Introduction:**

Since 2014 the PBLSA has been supporting the engineering design work to restore the deteriorating Piedras Blancas Lighthouse Tower to its previous condition, including replacement of the missing top three levels. The PBLSA has been working with Shoreline Engineering, Inc. of Morro Bay since 2014 with the goal to provide the necessary engineering work to stabilize the existing truncated tower and to provide engineering design work to replace the missing top three levels.

The PBLSA contracted with Shoreline Engineering for an extensive 86-page report “Preliminary Retrofit Evaluation Lighthouse Tower” (October 14, 2021) (see Appendix A) that summarizes design recommendations for stabilizing the tower.

In January 2022 the PBLSA received a proposal (Appendix B: “Light Tower Material & Window Test/Rehabilitation”) from Shoreline Engineering for work preparatory to initiating full restoration work. That proposal includes three components:

- Component 1. External brick and mortar testing,**
- Component 2. Geotechnical study of the tower foundation, and**
- Component 3. Exploratory restoration of the southern lower window opening.**

On February 18, 2022, a site visit at the light station tower attended by the parties to this MOA to discuss the three components of the January proposal; a summary of that site visit is included as Appendix C. On August 10, 2022, a proposal for the geotechnical study component was submitted by Yeh and Associates, Inc. to the PBLSA and forwarded to BLM to be included with the other two proposed components (see Appendix D).

In addition, the PBLSA received from Shoreline Engineering a design-level proposal for a fourth component of tower restoration:

**Component 4. Concept plan and evaluation for replacing the missing top three levels of the lighthouse.**

Shoreline Engineering, Inc. and Wellsona Iron, Inc. prepared a preliminary draft proposal (June 21, 2022) (see Appendix E) for replacing the tower Watchroom, Parapet, and Lantern Housing using modern composite materials.

The PBLSA's total investment thus far in the design phase of tower restoration is \$148,693.25. The PBLSA agrees to incur additional costs associated with carrying out Components 1, 2, and 3 of this MOA. In addition, the PBLSA will cover the fees for professional engineering services related to developing a constructable concept plan to complete Component 4 of this MOA.

IV. BLM Shall:

1. The BLM Park Manager for the Piedras Blanca Light Station (PBLS) assumes responsibility for management and oversight of all on-site work related to Components 1, 2, and 3.
2. The BLM Park Manager for the PBLS is responsible for scheduling on-site work and construction, ingress and egress of work crews, coordinating public tour schedules with contractors, and maintaining public safety.
3. The BLM is also responsible for securing any necessary approvals and/or signoffs, including from state engineers, NEPA, cultural and archeological oversight and review, State Historic Preservation Office (SHPO) permits, and Tribal consultations.
4. As practical BLM will adhere to the attached timeline below to the best of its ability.

V. PBLSA Shall:

1. Execute contracts for Components 1-4 of the preliminary engineering work spelled out in this agreement, including professional certifications and bonding of contractors, and any subcontractors necessary to complete all the parameters and scope of work.
2. Be financially responsible for costs incurred for Components 1-4.
3. Adhere to the attached timeline below to the best of its ability.
4. Make available all engineering and design work developed for the Piedras Blancas Light Tower and allow BLM to use such work for future construction.
5. Contribute all improvements constructed under this MOA to BLM for management of the Piedras Blancas Light Station.
6. Support the BLM in its management of the Piedras Blancas Light Station. The Association stands ready to honor that mission as the work to restore the Light Station to its period of greatest historical significance continues.

VI. Timelines for Completion

| <b>Completion Date</b> | <b>Task</b>  |
|------------------------|--|
| 3-22-23                | MOA signed by both PBLSA and BLM   |
| 3-31-23                | BLM secures engineering approval for Components 1 – 3  |
| 5-31-23                | BLM completes archeological studies and consultations for Components 1 – 3   |
| 5-31-23                | BLM receives SHPO compliance for Components 1 – 3  |
| 6-1-23                 | PBLSA submits proposal for Component #4<br>(Please note: Preliminary draft for “Light Tower Rehabilitation Engineering Evaluation for Replacement of Watchroom, Parapet, and Lantern” submitted to PBLSA by Shoreline Engineering, Inc. on June 21, 2022. See Appendix E.) |
| 6-30-23                | PBLSA completes Component #1 (Wellsona Iron, Inc.)   |
| 8-15-23                | PBLSA completes Component #2 (Yeh and Associates, Inc.)  |
| 9-30-23                | BLM approves proposal for Component #4   |
| 10-1-23                | PBLSA completes Component #3 (Wellsona Iron, Inc.)   |
| 12-15-23               | PBLSA completes Component #4 (Shoreline Engineering, Inc., and Wellsona Iron, Inc.)  |
| 12-31-23               | PBLSA and BLM agree to the completion and fulfillment of MOU   |

## VII. Provisions

1. Either party to this MOA may terminate this MOA for any reason, by providing ninety (90) days written notice to the other party.
2. This MOA may be amended as necessary by mutual agreement in writing, signed and dated by both parties.
3. Nothing in this MOA shall be construed as requiring that BLM obligate or expend funds in advance of appropriations.
4. All improvements placed on BLM land at the direction of either of the parties shall thereupon become the property of the United States and shall be subject to the same regulations and administration of BLM as all other improvements of a similar nature.
5. Any cultural or paleontological resources discovered by PBLSA, or any person working on its behalf, on BLM lands shall be left in place and immediately reported to the Bakersfield Field Office.
6. The above timelines are estimates and include some components over which BLM and PBLSA do not have complete control. In any instance where a proposed timeline is missed, the parties will communicate such issue and establish a new estimated timeline.

7. The parties agree that this MOA may be signed in counterparts, which together will constitute one and the same MOA. The parties further agree that electronic or handwritten signature will be sufficient for valid execution of the MOA.

## Signatures

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| David Cooper, Chair<br>Piedras Blancas Light Station Association | Gabriel Garcia, Field Manager<br>Bakersfield Field Office<br>Bureau of Land Management |
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## Appendices:

- A. "Preliminary Retrofit Evaluation Lighthouse Tower" (October 14, 2021) – Shoreline Engineering, Inc.
- B. "Light Tower Material & Window Test/Rehabilitation" (January 19, 2022) – Shoreline Engineering, Inc.
- C. Notes from on-site meeting with BLM, PBLSA, Shoreline, Wellsona (February 18, 2022) - PBLSA
- D. "Proposal for Geotechnical Services, Piedras Blancas Light Station Seismic Retrofit" (August 10, 2022) – Yeh and Associates, Inc.
- E. Draft proposal for "Light Tower Rehabilitation Engineering Evaluation for Replacement of Watchroom, Parapet, and Lantern" (June 21, 2022) - Shoreline Engineering, Inc. and Wellsona Iron, Inc.