

Piedras Blancas Light Station Association
Minutes
Mechanics Bank Conference Room - Cambria, CA
September 25, 2019

Board Members in attendance: David Cooper, Harry Thorpe, Jim Harris, Gary O'Neill, Zale Schuster, Ryan Cooper, Holly Gant

Board Members absent: John Brass, Sharon Flaherty

Start: 6:09 pm

Announcements: David is circulating a draft roster of the board so all committees are appropriately structured. There are some open spots that need a director on them. Holly and Carole will be setting up the scarecrows in the lens enclosure tomorrow with Zale's help. The October 5th fundraiser is sold out at 111 tickets.

Approval of agenda: Agenda was approved with consensus.

Reports:

1. Secretary Report - *M/S/P minutes of August 28, 2019, approved.*
2. Financial Status and Treasurer's Report - See report.
3. Gift Shop Report- GS report- See report. Custom scarf is now on the shelves. July sales were the all-time highest on record and August sales were the highest for August on record.
4. BLM Update- BLM report- See report. The Lions submitted their letter of intent to the USCG to end their lens agreement. Harry suggested having a project folder for each completed project and they be kept in Ryan's office or Association office as a permanent record so we have documentation of how we have spent funds and managed projects for future audits or investors. David will flesh out the project planning rough draft and send it to the board for their input. This will be a good document to keep updated and stay on course.
5. Fog Signal Building Restoration- See report. Concrete floor work and lighting are the last things to complete.
6. Tower Report - See report. Harry asked about discussion of Elster's evaluation of the stability options. The board said Bruce Elster refined them and the board has given Bruce the green light to prepare a preliminary project scope, budget and schedule to complete the project.
7. Power Line Report – See report.
8. Capital Campaign/Grants Report – See report. David to plan a capital campaign meeting.

Old Business:

1. Fresnel Lens Update: Zale will do an inspection of the top of the enclosure to see the extent of deterioration.

New Business:

1. Eroica - April event; they said we can provide snacks and raise money this time. Board supports this endeavor.

Discussion Items:

1. None.

Board meeting adjourned at 7:10 pm

Minutes recorded by Holly Gant

Appendix 1: Treasurer's Report 9/25/19 – Harry Thorpe

TREASURER'S REPORT for August 2019

1. OPERATIONS INCOME:	Last Month: \$7,790.60	YTD: \$39,788.50
PROFIT:	Last Month: \$3,026.55	YTD: \$1,350.67
TOWER RESTORATION FUND BALANCE:	\$6,538	
BLM SUPPORT EXPENSE:	Last Month: \$1,549.91	YTD: \$101,807.22
BALANCES:	PP Bank: \$13,846.49	ASAP: \$45,934.12

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>
Aug 2019	561,099.22	<834.03>	1,167.17	--	--	561,432.36
July 2019	558,902.05	1,070.46	1,126.71	--	--	561,099.22
June 2019	543,169.33	14,531.88	1,200.84	--	--	558,902.05

3. OTHER:

- Reviewed July/August transactions – made adjustments.
- Started paperwork with Premier/Rabobank for new signature cards.
- Reviewed bank statement/PayPal processing to identify timing issues of income posting.
- Participated in Board strategic planning meeting and established project priorities.
- Continued monitoring of FSB project. See status report.

Harry M. Thorpe, Jr.
Treasurer

Appendix 2: Gift Shop Report 9/25/19 – Holly Gant

NET SALES

*Shaded month indicates lower sales than that same month last year

	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
2016	1,798	2,609	2,830	1,988	2,142	2,586
2017	2,196	1,461	2,678	3,909	2,864	3,350
2018	3,077	3,094	3,104	3,316	3,133	3,707
2019	1,015	1,605	2,565	3,350	3,641	4,665

	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	3,216	2,258	2,157
2016	4,861	3,410	2,716	2,647	1,930	2,103
2017	4,666	3,701	2,218	3,022	2,793	3,491
2018	6,225	4,157	3,383	2,552	1,597	1,730
2019	6,804	4,722				

	TOTAL	Jan - Jun
2011	\$ 22,042	\$ 9,415
2012	\$ 23,178	\$ 8,580
2013	\$ 30,184	\$13,513
2014	\$ 32,259	\$15,518
2015	\$ 36,136	\$16,678
2016	\$ 31,620	\$13,953
2017	\$ 36,349	\$16,458
2018	\$39,075	\$19,431
2019		\$16,841

*Government shutdown effected Dec 2018 and Jan 2019

Appendix 3: BLM Report 9/25/19 – Ryan Cooper

Past Events

Congressman Carbajal's visit:

Congressman Salud Carbajal came out to visit with his wife and a few of his staffers. It was a nice informal visit. He pledged his support to the Light Station and offered to come out during one of our events to help gain publicity.

Projects

Fog Signal Bldg. (FSB):

FSB is looking great. The woodwork has all been cleaned and sealed. It looks great. Dan will finish up the floor after he rehabs for surgery.

Lens

On hold until we hear back from the Coast Guard.

Victorian

I met with Ravatt, Albrecht and Associates and they gave me a good starting point. Rough estimates of \$300-500 per square foot and 6-10% of that is Architectural and design costs. Said it may be less because of all the info we have to start with. They also said costs can go way down if you have a contractor that is willing to work with volunteers.

Water

No progress this month.

Project Planning

See Attached "Project Planning Draft"

Special Event:

Tour Refresher	September 27
Libations for the Station Event	October 5
Native American Presentation	October 30

Educational Outreach:

Cambria Elementary	October 11 & 18
Monarch Elementary	December 6 & 13

Tour Numbers

Month	2014	2015	2016	2017	2018	2019
October	637	605	516	500	506	441
November	622	503	474	357	523	433
December	404	464	426	273	829	251
January	661	731	623	266	608	0
February	573	570	572	284	780	318
March	696	754	560	502	662	784
April	663	616	581	666	684	790
May	432	629	352	572	362	555
June	658	916	521	787	732	698
July	1178	990	850	1125	1169	1085
August	985	809	693	836	1001	819
September	601	481	442	437	591	253*
Total	8110	8068	6610	6605	8447	6427

*partial month

Appendix 4: FSB Report 9/25/19 - Harry Thorpe

Status Report for August/September 2019

August 26:

Wellsona plans to power wash the inside of the FSB and begin stripping of stains on beams and ceiling. New stain will then be applied.

September 23:

The inside of the FSB was power washed and dirt/grime and insects were removed. Old stain was stripped off beams/ceiling and fresh stain was applied. All surfaces were coated with sealant.

Phase 4, Item 2 is now complete.

Dan will take a short break for shoulder surgery.

Harry M. Thorpe, Jr.
Treasurer

Appendix 5: Tower Report 9/25/19 – Jim Harris

In response to a request at the August PBLSA Board Meeting, David Cooper scheduled a meeting on September 18, 2019, at Shoreline Engineering in Morro Bay so that the Board could discuss the status of the restoration of the tower with Bruce Elster (Dan Murphy also was in attendance). A copy of the minutes of that meeting prepared by David Cooper is attached below. For reference after the minutes, the document prepared by Bruce Elster for the meeting “Outline Design Level Evaluation of Masonry Lighthouse Tower Piedras Blancas Light Station” is presented. Discussion of the status and plans for the tower project will continue at the PBLSA Board meeting on 9/25/19.

Piedras Blancas Light Station Association Board of Directors
Meeting with Shoreline Engineering, Inc.
505 Harbor Street, Morro Bay, CA 93442
September 18, 2019

Board Members in attendance: David Cooper, Jim Harris, John Brass, Zale Schuster, Gary O'Neill, Ryan Cooper (BLM), Sharon Flaherty
Board members absent: Harry Thorpe
Others present: Dan Murphy (Wellsona Engineering & Ironworks), Bruce Elster (Shoreline Engineering)

The meeting came to order at 9:00 AM to discuss the rehabilitation of the masonry lighthouse tower at Piedras Blancas Light Station. Bruce Elster reviewed prior engineering work on the tower going back to a 2007 Structural Evaluation and Analysis conducted by BLM in 2007. Elster then presented a proposed rehabilitation strategy for the tower that includes three phases of activity:

1. A Design Level Engineering Evaluation spells out the proposed general rehabilitation strategy and includes a seismic evaluation, scope of proposed work, and a preliminary estimate of cost.
2. Engineering Design & Construction Documents cover detailed evaluations, plan preparation, technical specifications, and a preliminary engineer's cost estimate.
3. Ironwork Documentation and Destructive Testing involves removal, testing, and documentation of ironwork opening elements installed throughout the tower.

Discussion ensued about which phase would have to be completed before launching a capital funding campaign. Elster stated that the Phase 1 evaluation and estimate should be sufficient to establish an adequate budget and scope of work for a fund raising target prospectus. Considerable discussion focused on ironwork testing. Elster stressed that Phases 1-3 did not have to be performed in the order presented. In particular, the ironwork testing could be done prior to, concurrently with, or after the Design Level Engineering Evaluation. Suggestions about the ironwork testing ranged from sampling a single opening to approaching all the ironwork openings as a separate and stand-alone project. Elster said that it was not necessary to conduct ironwork documentation *before* issuing a Design Level Engineering Evaluation. Documentation and testing of the ironwork openings, Elster stressed, will be necessary for the drafting of shop drawings for the fabrication of replacement parts. The PBLSA Board will have to decide later how to proceed.

Elster said that Shoreline Engineering is ready to execute the Design Level Engineering Evaluation. By consensus, the PBLSA Board gave Elster a green light. He will start work on a preliminary project scope, estimated budget to complete the engineering work, and related scheduling. That work should be ready for PBLSA Board review by the end of October, 2019.

The meeting adjourned at 11 AM.



OUTLINE

DESIGN LEVEL EVALUATION OF MASONRY LIGHTHOUSE TOWER PIEDRAS BLANCAS LIGHT STATION

The Lightstation Tower evaluation, going forward, relies on information gathered from prior studies and investigations. Prior engineering work on the Tower includes, in part:

- KPFF: Structural Evaluation & Analysis
- OTAK: Phase 2 – Light Structural Evaluation
- Bogacki or Boucher: Tower Crack Mapping
- Cal Poly, Shoreline Engineering: Forced Vibration Testing of the Piedras Blancas Light Station for 3-Dimensional Computational Model Validation
- Shoreline Engineering: Engineer's Report & Seismic Evaluation: Lighthouse Tower, Piedras Blancas Lightstation

In developing a rehabilitation strategy for the Tower, the Engineer is currently prepared to commence on the rehabilitation evaluation. Scheduling will depend, in part, on the approach the PBLSA determines to be most appropriate. There are, in general, three different phases of activity.

- I. Design Level Engineering Evaluation
- II. Engineering Design & Construction Documents
- III. Ironwork Documentation & Destructive Testing

While presented in numerical order, it is important to understand that there is no need to perform any of the above items in the order presented. That is to say Items I & II could be combined with Item III following. Item III could be performed first. Item III could be put off until rehabilitation work begins. The important aspect in the work order is when more is known about the structure, then assumptions can be limited.

Design Level Engineering Evaluation

The Design Level Engineering Evaluation is considered to be the next generation of the previously issued Report & Seismic Evaluation. The Design Level Engineering Evaluation would not include evaluations of details. The result would include an evaluation along with proposed rehabilitation strategies. A report would be issued describing the evaluation, scope of proposed work, and a preliminary order of magnitude estimate of cost.

Engineering Design & Construction Documents

Engineering Design & Construction Documents is the next level in engineering design. It would include, in addition to information in the Design Level Engineering Evaluation: detail evaluations, plan preparation, technical specifications, and a preliminary engineer's cost estimate.

Ironwork Documentation & Destructive Testing

At some point in the process, the ironwork (around and in openings) will need to be removed, duplicated in similar form, and then reinstalled. Whether this work is performed as a separate project or in conjunction with the larger rehabilitation project is subject to PBLSA review. Iron elements are installed throughout the Tower and exhibit varying levels of deterioration. The main issue with ironwork corrosion is a property referred to as "rust jacking." As the iron corrodes, a significant amount of energy is released as the corroded iron expands with resulting damage to surrounding masonry.

Documentation of ironwork geometry is essential to developing shop drawings for the fabrication of replacement parts. There has been discussion regarding mapping a sample opening (say the south window, main level) in order to develop a prototype for further evaluation. The information obtained from this work will be helpful in the preparation of plans and specifications. As stated above, when this activity is scheduled in is up for discussion.

Scheduling & Budgets

The Engineer is ready to schedule the Design Level Evaluation. To this point, billable time has not been logged. The thought process has been conceptual. While it would be convenient to approach the rehabilitation like any other job, there are not many other similar projects out there upon which one can rely. Simply put, the rehabilitation project is somewhat outside of the box.

The Engineer will follow up the meeting with a preliminary project scope, estimated budget to complete, and related scheduling. It is suggested the Engineer will follow up as discussed with the PBLSA.

Any questions or comments are welcome. No pride in authorship is taken.

Appendix 6: Power Line Report 9/25/19 – Jim Harris

The future of placing the power lines underground remains uncertain due to the schedule for the completion of the documentation required by both the BLM and State Parks before construction can begin. Work continues on the cost estimate for a sustainable option to allow electric power for the light station with or without grid input using a microgrid system with solar and motor generator input and battery storage.

Appendix 7: Capital Campaign/Grants Report 9/25/19 – Jim Harris/Holly Gant

The effort for planning the capital campaign continues to be on hold after the meeting on Wednesday 8/21/19 called by Ryan Cooper for a planning strategy to prioritize the projects identified for the restoration of the light station. David Cooper still plans to call a capital campaign meeting in the near term to organize the effort to finance this planning strategy. Holly continues to work on the capital campaign brochure. Due to these planning efforts, there has not been any effort for preparing grant proposals for projects; preparing grant proposals will continue after the planning is completed.

PBLS PROJECTS

SHORT TERM

Paint tower – Board liaison: _____

- Put new coat on tower for public viewing.
- Confirm paint company commitment to provide paint.
- Have Wellsona develop cost estimate.
- Determine funding source.
- Schedule painting.

Start date: _____ Completion date: _____

Fresnel lens – Board liaison: Zale Schuster

- Confirm BLM/Coast Guard formal agreement.
- Evaluate current enclosure for safety/protection.
- Determine fixes to enclosure.
- Determine funding source.
- Select vendor and schedule improvements.
- Evaluate long term objective and develop plan.

Start date: _____ Completion date: _____

Flagpole move – Board liaison: John Brass

- Evaluate original site to determine improvements.
- Determine need for contractor/volunteer.
- Make necessary improvements.
- Relocate existing pole or install new one.
- Recondition existing site.

Start date: _____ Completion date: _____

PBLS PROJECTS, page 2

Update interpretive materials – Board liaison: David Cooper

- Audit all current materials for replacement or updating.
- Determine new signs and structures.
- Identify vendors for artwork and construction.
- Implement new materials in organized manner.

Start date: _____ Completion date: _____

Restrooms – Board liaison: _____

- Finalize new restroom models.
- Determine funding source.
- Install new toilets/restrooms.

Start date: _____ Completion date: _____

Parking Lot – Board liaison: _____

- Determine needed capacity of parking lot.
- Finalize changes/reconfiguration.
- Select vendor.
- Implement planned improvements.

Start date: _____ Completion date: _____

Trail – Board liaison: Gary O'Neill

- Develop plan for changes to trail which will enhance tours.
- Obtain necessary approvals -- e.g., BLM, archeological signoff(s).
- Implement improvements.

Start date: _____ Completion date: _____

ONGOING

Tower reinforcement/retrofit – Board liaison: Jim Harris

- Conduct evaluation of tower suitability for future. COMPLETE.
- Complete initial engineering design of reinforcement. IN PROGRESS.
- Validate design with independent architects.
- Create preliminary cost estimate for fund raising efforts.
- Determine funding sources.
- Create detailed engineering plans.
- Select necessary vendors.
- Remainder to be defined...

Start date: _____ Completion date: _____

Tower windows/openings – Board liaison: Jim Harris

- Develop initial trial to replace corroded metal pieces.
- Determine necessity of engineering study.
- Complete one opening replacement.
- Implement findings into overall reinforcement project.
- Replace all other openings.

Start date: _____ Completion date: _____

Replicate top of tower – Board liaison: _____

- Conduct an engineering design to include construction materials.
- Solicit cost proposals from vendors.
- Select vendor and install.

Start date: _____ Completion date: _____

PBLS PROJECTS, page 4

Victorian/Keepers Cottage -- Board liaison: _____

- Review original design plans from archives.
- Finalize building use.
- Discuss plans with potential architects.
- Solicit cost proposals.
- Select vendor.
- Determine funding sources.
- Construct building.

Start date: _____ Completion date: _____

Native Garden – Board liaison: _____

- Meet with local tribal contacts to discuss plans.
- Perform site survey to determine garden location.
- Obtain necessary permits.
- Select plants and interpretive materials.
- Determine costs/funding.
- Construct garden.

Start date: _____ Completion date: _____