



STAFF REPORT: Reserve Study Component – Marina Entrance Kiosk

BOARD ACTION:

By Motion:

The Board of Directors approves the following:

1. Accelerate the replacement of the Marina Entrance Kiosk to 2024.
2. Approve increasing the Reserve Study Marina Entrance Kiosk component budget from \$10,056 to \$29,982 utilizing Replacement Reserve Funds.

BACKGROUND:

The Marina Deck Expansion project is currently under construction at the Beach Club Marina. The project expands the patio area, includes a permanent bar structure, increases bike parking, and brings the ADA ramps into compliance. The approved plans show the Marina entrance kiosk being relocated 10 feet south, on a new concrete pad closer to the boat ramp to accommodate the new ADA ramp and provide a moveable bike rack. Staff proposed the kiosk be closer to the boat ramp allowing staff a better visual of member and guest traffic.

The existing 7'x6' structure is over 50 years old. It originated as the starter shack for the golf course and was repurposed in various capacities before being placed at the Marina. The shack has had several major repairs over the last twenty years.

After further evaluation during the preparation for its relocation staff noted that the interior and exterior of the booth are deteriorated; the interior plywood floor is coming apart, and the exterior shows extensive wear as the kiosk has long exceeded its useful life.

Additionally, the existing kiosk is undersized for the current demand at the Marina, only having enough capacity for one point of sale (POS) console and one employee. During the busy summer months, staff set up a second POS outside to accommodate overflow.

This staff report is submitted to the board to consider the following:

1. Accelerate the replacement of the 50+ year old entrance kiosk at the Marina and
2. Increase the component project budget from \$10,056 to \$29,982 (contingency included)

DISCUSSION/ANALYSIS:

Due to the current condition and size of the kiosk, repair costs would be similar to a full replacement cost. Staff recommends a new 10' x 7' kiosk built in the new location in the approved Marina Deck Expansion plans. The proposed kiosk would accommodate two employee point of sale (POS) consoles and meet ADA requirements. The new kiosk will be a design-build with GLA Morris and mirror the enhanced aesthetic of the deck expansion project.

GLA Morris has provided pricing for constructing a new kiosk totaling \$29,982, including a 5% contingency, under a potential change order to the Marina Deck Expansion Project. GLA Morris would construct the kiosk concurrently with the marina bar construction to be completed before the summer 2025 beach opening.



OUTREACH:

Not Applicable

FISCAL IMPACT:

The Marina Kiosk component’s replacement cost is undervalued in the Reserve Study in 2045 for \$10,056. The contractor bid price on the replacement is \$29,982 including a 5% contingency. An additional \$19,926 is needed from the Replacement Reserve Fund to fund the project in 2024. Components routinely get accelerated and deferred throughout the fiscal year and approval of the replacement will not impact the overall budget.

RECOMMENDATION:

Staff recommends increasing and accelerating funds to replace the Marina Kiosk with a slightly larger structure, improving the aesthetic in line with other enhancements at the Beach Club Marina.

The Board recommended action is as follows:

By Motion:

The Board of Directors approves the following:

1. Accelerate the replacement of the Marina Entrance Kiosk to 2024.
2. Approve increasing the Reserve Study Marina Entrance Kiosk component budget from \$10,056 to \$29,982 utilizing Replacement Reserve Funds.

Alternative Action(s)

The Board may consider alternative actions including:

1. Do not approve the replacement of the kiosk now. With this action, staff would return to the board at a later board meeting to request repair funds for the existing kiosk to extend its life temporarily. This action would not address the dated kiosk aesthetics, nor the additional POS station needs currently set up outside the kiosk.

ATTACHMENTS:

Photos of existing entrance kiosk

Staff Report Prepared By: Jessie LaPonzina, Reserves and Maintenance Analyst

Reviewed By: Rebecca Meyerholz, Project Manager

Reviewed By: Jon Mitchell, Director of Capital Projects

Reviewed By: Annie Rosenfeld, General Manager

Board of Directors Meeting: November 22, 2024

ATTACHMENTS

