DDA ACTION SUMMARY SHEET

MEETING DATE: September 15, 2026

TOPIC Lumber Yard Budget - Site Development / Cost to Complete

The Executive Director recommends that the Board approve a $1,653,500 working budget for the two remaining Lumber Yard cost elements presented in the attached reports: site development and the identified work needed to put the site into operation. Against $1,900,000 in assumed available funds, that leaves $246,500 uncommitted. Approval establishes a budget and procurement direction; it does not award the unbid work.

Site development

The DDA planning estimate is $1,250,406 before combined-bid savings, with a procurement target of approximately $1.20 million. The Village Engineer estimates $1,025,568 including a 15% contingency, but excludes $168,000 for landscaping and remaining electrical work included in our scope. Adding those items produces a comparable engineer figure of $1,193,568, closely aligned with the proposed $1.20 million allocation. The attached comparison explains the different utility rates, grading assumptions and scope items that must be reconciled before final bidding.

Cost to complete

The second report carries the contracted fire-suppression system at $74,000 and seven additional completion categories totaling $330,000: bakery electrical service and heating ($60,000); irrigation cisterns and system ($35,000); concession-shed relocation and buildout ($85,000); barn, market-shed and trailhead lighting ($55,000); signage ($40,000); furnishings and operational equipment ($30,000); and professional fees, permits, testing and closeout ($25,000). A separate 15% contingency on those seven categories is $49,500. The $330,000 consists of planning allowances, not contractor bids.

BUDGET NOTE: We have asked the Village Auditor to confirm our 301/404 Fund Balance, which we believe is approximately $2.1 million according to the BSA running reports we receive monthly from the Village Treasurer. This would imbed an additional $200,000 in contingency budget.

Overall funding plan

Budget element	Amount
Site development budget	$1,200,000
Fire suppression system under contract	$74,000
Seven additional completion categories	$330,000
15% contingency on additional categories	$49,500
Total proposed budget	$1,653,500
Uncommitted balance of assumed $1,900,000	**$246,500**

The separate structures package is excluded from this funding schedule. Accordingly, the $246,500 should not be represented as funding for building shells or restrooms unless those obligations are separately reconciled with the $1,900,000 available-funds figure. Staff will confirm there is no overlap among the site electrical scope, lighting allowances and contracted suppression work, and will return individual contracts for Board action where required by procurement policy.

RECOMMENDED MOTION

I move to approve the Lumber Yard at Paint Creek Site Development Budget Comparison Report and Cost-to-Complete Budget Report as the basis for a combined working budget of $1,653,500, consisting of $1,200,000 for site development, $74,000 for the contracted fire-suppression system, $330,000 for the seven identified completion categories and $49,500 in contingency; to retain $246,500 of the assumed $1,900,000 in available funds as uncommitted reserve; and to direct staff to reconcile scope, confirm the treatment of excluded structures, and bring contracts back for Board approval as required under applicable procurement policies.