

COMMUNITY INVESTMENT PROGRAM
City of Missoula CIP Project Request/Update Form FY 2026 - 2030

| Department Priority | | New or Update | Required | Delay | Project Title | | |
|---------------------|--------------|---|---------------------------|-------------------------|---------------------------|--|--|
| 2 | of 8 | New | Is this project Required? | Can project be delayed? | Broadway Building Remodel | | |
| Project Rating | Department | | Yes | No | | | |
| | Public Works | | | | | | |
| Required | Water | Is the project APPROVED for Fiscal Year 2026? | | | FUNDING? | | |

Summary Description and rationale of project and funding sources:

The Public Works and Mobility Department collaborated with A&E Design to develop the programming and concept design for the building and site improvements at 1345 W. Broadway. Given at least a 15-year occupancy timeline, the team assessed the current building program, infrastructure and utilization, and strived to maximize the value of the building to meet department needs for the near future. Several systems (HVAC, plumbing, electrical, etc.) within the building are beyond their useful lifespan and need to be upgraded to remain viable and to service new functions proposed within the building. The Broadway Building currently supports 62 employees, many of which have desks that are located in makeshift and crowded spaces, and materials and equipment for daily operations. In its current state, the building does not have the capacity to support any additional FTEs, equipment, and materials. The projected cost comparisons to potentially remodel the Zip Beverage building is approximately \$31.5 million (includes purchase of building) and to build new is approximately \$41 million (does not include purchase of land). The water debt service (49%), stormwater debt service (6%), and Road District #1 debt service (45%) will fund this \$9.3 million remodel project over multiple years.

History & Current Status: Impact if Cancelled or Delayed

In 2017, the City of Missoula acquired the water utility system and approximately 35 employees. Since then, the Broadway Building occupancy has doubled with the addition of stormwater, administration, and engineering staff from City Hall. The remodel would create additional work spaces for growth and to accommodate the remainder of our engineering staff still located at City Hall, who are not slated to move to the Engen Building, and additional spaces for equipment and materials. Currently, our department allows for hybrid remote work and shared spaces to accommodate our current level of staffing. If this project were to be delayed or cancelled, our department would not have the increased capacity needed to continue to provide excellent essential services as the local population and tourism grows.

Are there any site requirements/ Potentially Affected Interest (PAI) Coordination:

The construction team would coordinate with the neighboring businesses and residents to ease impacts. Any right-of-way improvements will be coordinated with the design of the Russell Street Phase II project.

How is this project going to be funded:

| Funding Source | Prior Years Funding | Unappropriated subsequent years | | | | |
|----------------|---------------------|---------------------------------|---------|---------|---------|--------|
| | | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 |
| Debt Service | | 2,598,743 | 599,481 | 467,618 | 906,429 | |
| Debt Service | | 318,213 | 73,406 | 57,259 | 110,991 | |
| Debt Service | | 2,386,601 | 550,543 | 429,445 | 832,435 | |

Impact Fees

| Type | Approval | Date | Amount | Amounts | | | |
|------|----------|------|--------|--------------|--------------|------------|--------------|
| | | | | | | | |
| | | | — | \$ 5,303,558 | \$ 1,223,430 | \$ 954,322 | \$ 1,849,856 |

How is this project going to be spent:

| Budgeted Funds | Accounting Code | Prior Year Expenses | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 |
|--------------------------|-------------------------|---------------------|-----------|-----------|---------|-----------|--------|
| A. Land | | — | | | | | |
| B. Buildings | | — | | | | | |
| C. Improvements | 5210.335.430523.930.251 | — | 5,303,558 | 1,223,430 | 954,322 | 1,849,856 | |
| D. Machinery & Equipment | | — | | | | | |
| E. Percent for Art? | | — | | | | | |
| Total | | — | 5,303,558 | 1,223,430 | 954,322 | 1,849,856 | — |

History of project and amount left yet to expend

| Total Funded to date | Exps through FY24 | FY25 Exps | Amount yet to expend | Description of history (Optional) | | | |
|----------------------|-------------------|-----------|----------------------|-----------------------------------|--|--|--|
| | \$— | \$— | \$— | | | | |

Is this equipment prioritized on an equipment replacement schedule?

Is there going to be ongoing Operating and/or Maintenance costs upon completion of the project?

| Expense Object | Accounting Code | | FY2026 | FY2027 | FY2028 | FY2029 | FY2030 |
|--------------------------|-----------------|--|--------|--------|--------|--------|--------|
| A. Personnel | | | | | | | |
| B. Supplies | | | | | | | |
| C. Purchased Services | | | | | | | |
| D. Fixed Charges | | | | | | | |
| E. Capital Outlay | | | | | | | |
| F. Debt Service | | | | | | | |
| G. (Operational Savings) | | | — | — | — | — | — |

NOTE: Approval of the CIP does not indicate approval of the ongoing operating and maintenance costs. Those costs must be submitted as a "New Request" in the regular budget process. This will ensure the coordination exists between the CIP and the new request.

Description of additional operating budget impact:

| Responsible Person: | Responsible Department: | Date Submitted to Finance | Today's Date and Time | Preparer's Initials | |
|---------------------|-------------------------|---------------------------|-----------------------|---------------------|--|
| Katie Emery | PWM | 5/23/2025 | 5/23/2025 7:15 AM | KE | |