

Meeting Date: July 23, 2020

Agenda Item No. 5.I.

**Agenda Item: Commission Approval/Designation of
Garden City Administrative site as Surplus**

Bureau Chief Approval: ES

Prepared by: Michael Pearson, Chief, Bureau of Administration

Background:

The Department's Garden City administrative site has been used as the Department's shipping center (printed materials), uniform warehouse, fabrication shop, fleet maintenance and hunter education classroom. The Garden City property was originally purchased in 1955 from two individuals, and the parcels combined. The total acreage is 1.69 acres, and was originally purchased with license funds. Part of the planning for the brand new Region 3 regional office in Nampa (15950 N. Gate Blvd) included transfer of functions performed at the Garden City site. The 8-acre N. Gate site includes storage space, a lockable gated yard, and space for performing shipping, Fabrication shop, uniform warehousing, hunter education, and fleet maintenance functions.

Over the past 5 months, the Department has coordinated the completion of the Shop/Shipping structure at the new location to permanently transition activities from the Garden City office. This transition will be completed by July 17, 2020, making the Garden City facility unoccupied and a surplus property.

Statutory Authority and/or Policy Issues:

Idaho Code 67-5709A establishes the process for the sale, transfer, or disposition of state administrative facilities.

Public Involvement Process:

None

Staff Recommendation:

Staff recommends declaration of the Garden City property as surplus.

Suggested Motion:

"I move that the Garden City Administrative Site be declared surplus, and be disposed of consistent with Idaho Code, with sale proceeds returned to the Department less any costs of sale."

Justification:

The Garden City location is no longer needed by the Department, as operations previously located there have been successfully relocated to the new Nampa Regional office for efficiency. Selling this location is aligned with the Department's goal of consolidating its Treasure Valley administrative facilities for more efficient use of sportsman's dollars.