



Agenda Memo

Crest Hill, IL

Meeting Date: November 28, 2022
Submitter: Jim Marino, City Administrator
Department: Administration
Agenda Item: Park District Intergovernmental Agreement & Office Space Lease

Summary: At the October 10 work session I presented an intergovernmental agreement with the Lockport Township Park District for sharing the cost of constructing the city center park, maintenance, and annual events. Concerns were raised about the city taking on the responsibility for constructing, maintaining, and replacing the playground equipment.

I met with the executive director of the park district, Bill Riordan, to discuss modifying the terms of the IGA. Bill was open to the park district taking on responsibility of the playground. Suggested modifications to the IGA terms are as follows:

- The park district will install, maintain, and replace the playground equipment.
- The \$350,000 contribution by the park district to the city will be eliminated since the city will no longer be responsible for the playground.
- Strengthen the language requiring the city to provide police officers at park district events held at the city center park to make it clear that this applies only to those events held at the city center park.

I also spoke to Bill about entering into a lease agreement for the office space the park district will have at the new city center building. I need direction whether you wish to assess a rental fee to the park district to lease office space, and if so, at what amount, and other terms you would like to include in the lease.

The park district currently does not utilize the city's computers, internet service or phone system. They pay for their own office equipment, internet, and phone service and will do the same in the new building. Bill has agreed to pay for blinds in the new office and contribute toward the cost of signage for their office.

Recommended Council Action: Direct staff and the city attorney to revise the IGA to incorporate the abovementioned terms. Identify desirable terms to include in an office space lease with the park district.

Financial Impact: N/A

Funding Source:

Budgeted Amount:

Cost:

Attachments: Intergovernmental agreement