

Procedures for Land Disposal

Park District authority to sell, lease, or exchange land comes from Illinois Park District Code (70 ILCS 1205/10-7). The following procedures are to be used for land disposal.

Land Disposal

If the Park District's Board of Commissioners is contemplating the possible disposal of Park District real estate, staff must refer to the most updated version of the Illinois Park Code (which supersedes Park District procedures) and contact Park District legal counsel to ensure that legal requirements are met.

Staff with responsibility for public relations for the Park District must be included in the process in order to ensure transparency and that accurate information regarding the land disposal is shared with the public and media.

Park District Code authorizes the Park District of Oak Park to sell, lease, or give real estate to other government entities for public use. In any other situations, the following steps must be followed to ensure that the Park District complies with the law and does not diminish the community's public recreational benefits.

Exchange of Property

The Park District may exchange a property for other real property of equal or greater value with the same or greater suitability for park purposes without additional cost to the Park District. Prior to the exchange, the Park Board shall hold a public meeting in order to consider the proposed conveyance. Staff shall publish notice of the meeting not less than 3 times (the first and last publication being not less than 10 days apart) in a newspaper of general circulation within the Park District.

Lease of Property

The Park District may lease a property it deems is not required for park and recreational purposes to any individual or entity and may collect rent therefrom. The lease may not exceed 2.5 times the term of years currently provided for in the Park District Code governing installment purchase contracts.

Sale of Property

The Park District may sell a property no longer needed or useful for park purposes through Board adoption of a resolution by four-fifths vote. Staff shall publish notice of the resolution not less than 3 times (the first and last publication being not less than 10 days apart) in a newspaper of general circulation within the Park District. The resolution shall not become effective until 10 days after publication. The Park District must certify a question with local voting officials regarding the sale, which must be approved by a majority of voters at a regular election.