

**AGENDA
LEBANON CITY COUNCIL
MARCH 20, 2019**

9. NEW BUSINESS:

**9.D – AUTHORIZATION FOR CITY MANAGER TO NEGOTIATE AND ENTER INTO A
LEASE AGREEMENT WITH EXECUSUITE, LLC FOR USE OF
BANK STREET BALLFIELDS (FORMER JUNIOR HIGH)**

BACKGROUND

The fields at the former Junior High on Bank Street have been utilized by the City for recreational programming for a number of years; first through an agreement with the Lebanon School District, and most recently through a verbal agreement with the current owners of the property – Execusuite, LLC. Execusuite is requesting that the agreement be formalized in a lease agreement with an associated fee. City Manager Mulholland has been working with Execusuite on the proposed stipulations and have agreed on a two-year term for a total cost of \$24,360. Please see attached memo from City Manager Mulholland for additional information.

Authorization from the Council is required for the City Manager to execute a lease agreement with Execusuite.

ACTION

MOVED, that the Lebanon City Council hereby authorizes the City Manager to enter into and execute a lease agreement in the amount of \$24,360 with Execusuite, LLC for a two-year term to permit the continued use of the field space located at 75 Bank Street, Lebanon.

Included in this Section:

1. March 12, 2019 Memo from City Manager Shaun Mulholland re: Lease of Bank Street Athletic Fields

**PAGE
INTENTIONALLY
LEFT BLANK**



CITY MANAGER'S OFFICE
City of Lebanon, NH
51 North Park Street
Lebanon, NH 03766
(603) 448-4220 fax (603) 966-3122

TO: Mayor Prentiss and City Councilors
FROM: City Manager Shaun Mulholland
DATE: March 12, 2019
RE: Lease of Bank St. Athletic Fields

This memo is regarding the City leasing the athletic fields at the former Junior High School on Bank St.

BACKGROUND

The School District sold the property to Execusuite, LLC several years ago. The owners of Execusuite have allowed the City's Parks & Recreation Dept. to utilize the fields without fee. The City has maintained the fields during the periods of the year when they are being used by the City. The owners have asked that the fields be leased for a fee. I have worked with the owner to negotiate a proposed lease agreement which would allow use of the fields for the City's youth and adult athletic activities.

The proposed lease agreement would be for a two-year period. The cost for the first year would be **\$12,000**. The cost for the second year would be increased by 3% to **\$12,360**. The City would still be responsible for maintaining the fields. Participants using the fields would be required to park in the Geokon parking lot on the other side of the Northern Rail Trail. Stipulations in the sale of that property to Geokon allow for use of that parking area for this purpose.

RECOMMENDATION

I requesting the Council authorize me to negotiate and execute a lease agreement with Execusuite, LLC for a period from April 1st, 2019 through March 30th, 2021 as proposed for use of the Bank St. athletic fields.

**PAGE
INTENTIONALLY
LEFT BLANK**