

**ID 113238**

Date: March 13, 2026

To: Honorable Board of Acquisition and Contract

From: Kathleen M. O'Connor  
Commissioner of Parks, Recreation and Conservation

Re: Authority to enter into a license agreement with the Bronxville Scout Committee, Inc., for the use and maintenance of a cabin and certain land surrounding the cabin in the County-owned Park known as Scout Field for use by Westchester Scout groups, organizations and others, for a term of five (5) years commencing April 1, 2026 and terminating on March 31, 2031, with the County having the sole option to extend the agreement for an additional five (5) year term.

---

Authority of your Honorable Board is hereby requested for the County of Westchester (the "County") to enter into a license agreement (the "Agreement") with Bronxville Scout Committee, Inc. (the "Bronxville Scouts") whereby the County shall grant a license to the Bronxville Scouts to enter onto, use and maintain a cabin and certain land surrounding the cabin (the "Cabin") in the County-owned Park known as Scout Field in Yonkers, New York for use by Westchester Scout groups, organizations and others. The Agreement shall have a term of five years commencing April 1, 2026 and terminating on March 31, 2031, with the County having the sole option to extend the agreement for an additional five (5) year term. Upon expiration of the Agreement, the parties shall negotiate in good faith to enter into a new license agreement on similar terms. The annual license fee to be payable to the County shall be \$8,400.00, payable in monthly installments.

Pursuant to the terms of the Agreement, the Bronxville Scouts shall provide to the County a marketing plan for outreach to all Westchester County Scout groups, in particular to those located in the Cities of Yonkers and Mt. Vernon. In the event that the Bronxville Scouts utilizes the Cabin for non-Scout group events and a Scout group has been denied use of the Cabin at the same time, the Agreement will be terminated. In addition, pursuant to the terms of the Agreement, the Bronxville Scouts, at its sole cost and expense, shall provide the County with insurance

coverage, maintain the Cabin and the equipment therein in a good and safe condition, and shall make all repairs necessary to maintain the Cabin to the satisfaction of the County. The County shall be responsible for the Cabin's structural maintenance pertaining to walls, floors, ceilings, steps, its heating plant, plumbing, glass replacement, grass maintenance and snow removal. The Bronxville Scouts shall pay for all other costs in connection with the Cabin, including all utilities, water charges and sewer rents. In addition to the annual license fee and its maintenance and cost obligations, the Bronxville Scouts shall pay the County Twenty-Five (25%) percent of gross revenues from use of the Cabin by non-Scout groups in excess of the total amount it expends on its aforementioned maintenance and cost obligations.

The objective of this Agreement is in the County's best interest since it will enable Scout groups throughout Westchester County to utilize the Cabin on a preferential basis, and the Bronxville Scouts will continue maintaining the Cabin. In addition, the Agreement shall generate revenue for the County through license fees. The Agreement's progress shall be tracked by direct monitoring of Bronxville Scouts' activities by the County.

This license is exempt from the County's Procurement Policy and Procedures pursuant to Section 3(b) therein.

As we believe this Agreement to be in the best interests of the County, we most respectfully recommend and urge the adoption of the annexed Resolution.

KOC/JPI

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/19/2026 - RAYMOND SISKI, SECRETARY

## RESOLUTION

Upon a communication from the Commissioner of Parks, Recreation and Conservation be it hereby:

**RESOLVED**, that the County of Westchester (the “County”) is authorized to enter into a license agreement with Bronxville Scout Committee, Inc. (the “Bronxville Scouts”) whereby the County shall grant a license to the Bronxville Scouts to enter onto, use and maintain a cabin and certain land surrounding the cabin (the “Cabin”) in the County-owned Park known as Scout Field in Yonkers, New York for use by Westchester Scout groups, organizations and others, for a period of five (5) years commencing on April 1, 2026 and terminating on March 31, 2031, with the County having the sole option to extend the agreement for an additional five (5) year period under the same terms and conditions; and be it further

**RESOLVED**, that pursuant to the terms of the license agreement, the Bronxville Scouts will pay the County an annual license fee of \$8,400.00, maintain the Cabin, provide insurance coverage, and pay all utility, sewer and water charges. In addition to the annual license fee and its maintenance and cost obligations, the Bronxville Scouts shall pay the County Twenty-Five (25%) percent of gross revenues from use of the Cabin by non-Scout groups in excess of the total amount it expends on its aforementioned maintenance and cost obligations; and be it further

**RESOLVED**, that the County Executive or his authorized designee is hereby authorized to execute all instruments and take all actions reasonably necessary to implement this Resolution.

Account to be Charged/credited	Year	Fund	Dept	Major Program, Program & Phase Or Unit	Sub Unit	Object/ Sub Object	Trust Account	Dollars
	2026 - 2027	165	42	1100		9246		\$8,400.00
	2027-2028	165	42	6150		9246		\$8,400.00
	2028-2029	165	42	6150		9246		\$8,400.00
	2029-2030	165	42	6150		9246		\$8,400.00
	2030-2031	165	42	6150		9246		\$8,400.00

Budget Funding Year(s) 2026-2031 Start Date 4/1/2026 End Date 3/31/2031  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
 \$ \$42,000.00 Federal Aid \_\_\_\_\_  
 (must match resolution)  
 Other REVENUE \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/19/2026 - RAYMOND SCULKY, SECRETARY