



**ID 111945**

September 25, 2025

TO: Board of Acquisition and Contract

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

RE: Authority to amend a license agreement with Metro Golf Corp., for the operation of the golf professional concession at Saxon Woods Golf Course, Scarsdale, New York, in order to exercise the renewal option for the period of January 1, 2026 through December 31, 2030.

On August 13, 2020 and November 5, 2020, your Honorable Board authorized the County of Westchester ("County") to enter into a license agreement with Metro Golf Corp., 315 Mamaroneck Road, Scarsdale, New York 10583 ("Metro") for the operation of the golf professional concession at Saxon Woods Golf Course, Scarsdale, New York for the period of January 1, 2021 through December 31, 2025, with the County having the sole option to extend the agreement for an additional five-year term, from January 1, 2026 through December 31, 2030 (the "Agreement"). Under the Agreement, Metro manages the golf cart operation, provides lessons and rents hand-pulled carts. In addition, the golf professional collects all golfer fees, including greens fees and golf cart fees and deposits them into a County account

Authority of your Honorable Board is requested to authorize the County to amend the Agreement in order to exercise the renewal option for the period of January 1, 2026 through December 31, 2030. For the privilege of operating the golf professional shop during the renewal term, Metro will pay to the County the following annual license fees:

<u>Year</u>	<u>License Fee</u>
2026	\$17,000
2027	\$17,000
2028	\$18,000
2029	\$19,000
2030	\$20,000

The County will pay Metro a portion of all motorized golf cart rental fees for motorized golf rounds as follows:

<u>Year</u>	<u>Fee/Player Rental 18-hole</u>	<u>Fee/Player Rental 9-hole</u>
2026	\$10.00	\$7.00
2027	\$10.00	\$7.00
2028	\$11.00	\$8.00
2029	\$11.00	\$8.00
2030	\$11.00	\$8.00

Metro will keep all revenue derived from retail sales in the pro shop and golf lessons. The County will retain the remaining portion of the motorized golf cart revenue as well as all revenue derived from greens fees. All other terms and conditions of the Agreement will remain in full force and effect.

The goal of this agreement is to provide revenue for the County and provide important services for golfers. The objective of this agreement will be tracked and monitored by observations and interactions with staff and site visits.

This agreement is exempt from the Westchester County procurement policy pursuant to Section 3(b), thereof.

Accordingly, approval of the attached resolution by your Honorable Board is most respectfully requested.

KOC/AM/dlv

## RESOLUTION

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

**RESOLVED**, that the County of Westchester (“the County”) is hereby authorized to amend a license agreement with Metro Golf Corp. (“Metro”) for the operation of the golf professional concession at Saxon Woods Golf Course, Scarsdale, New York, in order to exercise the renewal option for the period of January 1, 2026 through December 31, 2030; and be it further

**RESOLVED**, that for the privilege of operating the golf professional shop during the renewal term, Metro shall pay to the County the following annual license fees:

<u>Year</u>	<u>License Fee</u>
2026	\$17,000
2027	\$17,000
2028	\$18,000
2029	\$19,000
2030	\$20,000; and be it further

**RESOLVED**, that the County shall pay Metro a portion of all motorized golf cart rental fees for motorized golf rounds as follows:

<u>Year</u>	<u>Fee/Player Rental 18-hole</u>	<u>Fee/Player Rental 9-hole</u>
2026	\$10.00	\$7.00
2027	\$10.00	\$7.00
2028	\$11.00	\$8.00
2029	\$11.00	\$8.00
2030	\$11.00	\$8.00; and be it further

**RESOLVED**, that the County shall retain the remaining portion of the motorized golf cart revenue as well as all revenue derived from greens fees; and be it further

**RESOLVED**, that Metro shall keep all revenue derived from retail sales in the pro shop, golf lessons and the rental of hand-pulled carts; and be it further

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

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
2026	165	42	3200	9246		\$17,000
2027	165	42	3200	9246		\$17,000
2028	165	42	3200	9246		\$18,000
2029	165	42	3200	9246		\$19,000
2030	165	42	3200	9246		\$20,000

Budget Funding Year(s) 2026-2030 Start Date 1/1/2026 End Date 12/31/30  
(must match resolution)

Funding Source Tax Dollars \_\_\_\_\_

State Aid \_\_\_\_\_

\$ 91,000 Federal Aid \_\_\_\_\_

(must match resolution)

Other REVENUE

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/09/2025 - RAYMOND SCULKY, SECRETARY