

Department of Parks, Recreation
& Conservation

ID 110689

March 3, 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 the Westchester Parks Foundation, Inc. for the operation of the golf driving range concession at Mohansic Golf Course, Yorktown Heights, New York to reduce the license fee in order to allow the Parks Foundation to complete improvements to the driving range in 2025.

On April 1, 2021, the Board of Acquisition and Contract granted authority for the County of Westchester (the "County"), acting by and through its Department of Parks, Recreation and Conservation (the "Department"), to enter into a license agreement with the Westchester Parks Foundation, Inc., 104 Smith Street, Mount Kisco, NY 10549 (the "Foundation"), for the operation of the golf driving range concession at Mohansic Golf Course, Yorktown Heights, New York for the period of January 1, 2022 through December 31, 2026 (the "Agreement").

The Foundation recently contacted the Department to request that extensive improvements be completed to the Mohansic Driving Range, which are needed for its long-term viability. The list of improvements to the driving range, with a total estimated value of \$113,500, are listed on the attached schedule. The improvements will be performed by a contractor selected by the Foundation, at the Foundation's sole cost and expense. These improvements will also require the driving range to be temporarily shut down to allow for the grass to grow in. The improvements are expected to be completed in the fall of 2025. Because the Foundation will be paying for the improvements, and due to the temporary shutdown of the driving range, the Department has agreed to reduce the license fees as follows:

\$23,333.34 in 2024
\$38,583.33 in 2025
\$38,583.33 in 2026.

All other terms and conditions of the Agreement shall remain the same.

The goal of this agreement is to provide revenue for the County and 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.

RESOLUTION

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

RESOLVED, that the County of Westchester is hereby authorized amend the license agreement with the Westchester Parks Foundation, Inc., 104 Smith Street, Mount Kisco, New York 10549 (the "Foundation"), for the operation of the golf driving range concession at Mohansic Golf Course, Yorktown Heights, New York, for the period from January 1, 2022 through December 31, 2026 (the "Agreement"), in order to reduce the license fees as follows:

\$23,333.34 in 2024

\$38,583.33 in 2025

\$38,583.33 in 2026

; and be it further

RESOLVED, that the Foundation, through its contractor, shall complete the improvements as listed on the attached schedule, at its sole cost and expense; and be it further

RESOLVED, that except as specifically amended hereby, all remaining terms and conditions of the Agreement shall remain in full force and effect; 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.

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/20/2025 - RAYMOND SCULKY, SECRETARY

Original Agreement \$ 354,000*
 First Amendment \$
This Amendment \$ **(113,500)**
 TOTAL \$ 240,500*

Agreement # PRC-1301A

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	3150	9246		(\$46,666.66)	2024
165	42	3150	9246		(\$38,583.33)	2025
165	42	3150	9246		(\$38,583.33)	2026

Budget Funding Year(s) 2024, 2025, 2026 Start Date 7-1-24 End Date 12-31-26
 (must match resolution)

Funding Source Tax Dollars _____

State Aid _____

(\$113,500)* Federal Aid _____

(must match resolution)

Other Revenue _____

*Estimated

APPROVED BOARD OF ACQUISITIONS CONTRACT - 03/21/2025 - RAYMOND SCULKY, SECRETARY

Mohansic Golf Course Driving Range

Schedule of Improvements*

11 WHITE HAWK TRAIL



APPROVED BOARD OF ACQUISITION & CONTRACT - 03/20/2025 - RAYMOND SCULKY, SECRETARY