



Memorandum

Department of Parks, Recreation
& Conservation

ID 114145

Date: July 22, 2026

To: Honorable Members of the
Board of Acquisition and Contract

From: Peter Tartaglia
Acting Commissioner, Department of Parks, Recreation and Conservation

Re: Authority to amend a license agreement with Friends of Muscoot, Inc. pursuant to which Friends of Muscoot, Inc. agreed to provide support, cultural programs, activities and projects at Muscoot Farm Park, in order to transfer the responsibility for, and risks associated with, the care and maintenance of farm animals located at Muscoot Farm Park from Friends of Muscoot to the County.

By resolution approved on August 1, 2019, your Honorable Board authorized the County of Westchester (the "County") to enter into a license agreement (the "Agreement") with Friends of Muscoot, Inc. ("Friends of Muscoot"), pursuant to which Friends of Muscoot would provide support, cultural programs, activities and projects at Muscoot Farm Park (the "Licensed Premises" or "Property"), for an initial term commencing on August 1, 2019 and terminating on July 31, 2024, with the County's sole option to renew the Agreement for an additional five (5) year term. The Agreement was subsequently executed.

By resolution approved on October 24, 2024, the County received authorization to amend the Agreement in order for the County to exercise its sole five (5) year renewal option, thereby extending the term of the Agreement for an additional five (5) year period, commencing on August 1, 2024 and expiring on July 31, 2029 (the "First Amendment"). The First Amendment was subsequently executed.

Under the Agreement, Friends of Muscoot provides certain programs, activities and services in connection with the County's operation and maintenance of the Licensed Premises as a farm, including, without limitation, the administration of an office and farm museum, the acceptance of donations and certain other activities or programs.

In addition, under the Agreement, Friends of Muscoot, amongst other things, leases farm animals, leases and/or donates equipment, machinery and other furniture, fixtures and equipment to the County for exhibit and use at the Property. The County is responsible for the care and maintenance of the farm animals.

The County now seeks authority from your Honorable Board to amend the Agreement in order to transfer the responsibility and risks associated with the care and maintenance of farm animals at the Property to the County.

Except as otherwise specifically amended hereby, all other terms and conditions of the Agreement shall remain in full force and effect.

The Agreement, and any amendments to the Agreement, are exempt from the Westchester County Procurement Policy pursuant to Section 3(b) thereof which exempts real property licenses.

The goal and objective of the Agreement is for Friends of Muscote to assist in promoting the mission at Muscote Farm Park by providing support, cultural programs, activities and projects which provide recreational and educational opportunities for the public. The Department of Parks, Recreation and Conservation personnel will track and monitor the organization of the various programs, activities and projects.

Accordingly, I recommend and urge your Honorable Board's approval of the annexed Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/06/2026 - RAYMOND SCULKY, 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 hereby authorized to amend its license agreement (the "Agreement") with Friends of Muscoot, Inc. ("Licensee"), pursuant to which the Licensee provides support, cultural programs, activities and projects at Muscoot Farm Park (the "Property"), in order to transfer the responsibility and risks associated with the care and maintenance of farm animals at the Property to the County; and be it further

RESOLVED, that except as otherwise specifically amended hereby, all other terms and conditions of the Agreement shall remain unchanged and in full force and effect; and be it further

RESOLVED, that the County Executive, is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

Agreement	\$ 5.00
First Amendment	\$ <u>5.00</u>
This Amendment	<u>N/A</u>
TOTAL	\$10.00

Agreement # PRC-1225A

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
165	42	4750	9289		N/A

Budget Funding Year(s) 2024-2029 Start Date 08/01/2024 End Date 07/31/2029

Tax Dollars _____

State Aid _____

\$N/A

(must match resolution)

Federal Aid _____

Other _____