

Department of Parks, Recreation  
& Conservation

**ID 77955**

July 15, 2020

TO: Board of Acquisition and Contract

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

RE: Authority to enter into a license agreement with JNR Golf LLC, 20 Hillside Drive, Mahopac, NY 10541 for the operation of the golf professional concession at Mohansic Golf Course, Yorktown Heights, New York for the period of January 1, 2021 through December 31, 2025 with the sole option of the County to extend the agreement for an additional five-year term.

Authority is requested to enter into a license agreement with JNR Golf LLC ("JNR"), 20 Hillside Drive, Mahopac, NY 10541, for the operation of the golf professional concession at Mohansic Golf Course, Yorktown Heights, NY 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 golf professional 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 deposit them into a County account. For the privilege of operating the golf professional shop, JNR will pay to the County the following annual license fees:

<u>Year</u>	<u>License Fee</u>
2021	\$15,000
2022	\$15,000
2023	\$16,000
2024	\$16,000
2025	\$17,000.

In addition to the above, JNR shall also complete the following improvements estimated at \$41,545:

<u>Improvement</u>	<u>Estimated Cost</u>	<u>Date of Completion</u>
Furnish and install new carpet for pro shop	\$ 9,500	March 1, 2021
Furnish and install new counter and counter top	\$ 7,950	March 1, 2021
Furnish and install 2 flat screen televisions	\$ 2,100	March 1, 2021
Furnish and install new racks and displays	\$ 4,500	March 1, 2021
Furnish and install security camera system	\$ 995	March 1, 2021

Renovate office	\$ 5,000	April 1, 2021
<u>Construct Indoor Hitting Bay/Learning Center</u>	<u>\$11,500</u>	<u>December 1, 2021</u>
Total	\$41,545	

The County will pay JNR a portion of all motorized golf cart rental fees for the first 25,000 motorized golf rounds as follows:

<u>Year</u>	<u>Fee/Player Rental 18-hole</u>	<u>Fee/Player Rental 9-hole</u>
2021	\$9.00	\$6.00
2022	\$9.00	\$6.00
2023	\$9.00	\$6.00
2024	\$9.00	\$6.00
2025	\$10.00	\$7.00

The remaining portion of the golf cart revenue shall be retained by the County as a license fee. Golf cart rental rates are set by the County each season and are currently \$20.00 per player for 18 holes and \$16.00 per player for 9 holes. In addition, pursuant to the terms of the license, JNR shall keep all revenue derived from retail sales in the pro shop, golf lessons and the rental of hand-pulled carts.

If, at its sole option, the County decides to extend the agreement from January 1, 2026 through December 31, 2030, JNR shall pay to the County the following annual license fees:

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

If, at its sole option, the County decides to extend the agreement from January 1, 2026 through December 31, 2030, the County will pay JNR a portion of all motorized golf cart rental fees for the first 25,000 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

Although licenses are exempt from the County's Procurement Policy pursuant to section 3(b) therein, a Request for Proposals was developed and notification was sent to fifteen individuals and the Metropolitan Section of the Professional Golfers Association ("Met PGA").

Three proposals were received in response.

Although they did not offer the highest license fee, JNR did provide excellent experience and demonstrated that they would be able to totally focus on the operation at Mohansic.

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.

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/06/2020 - LISA M. HAJ, 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 enter into a license agreement with JNR Golf LLC (“JNR”), 20 Hillside Drive, Mahopac, NY 10541 for the operation of the golf professional concession at Mohansic Golf Course, Yorktown Heights, New York, for the period of January 1, 2021 through December 31, 2025; and be it further

**RESOLVED**, that the County may, at its sole option, extend the license 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, JNR will pay to the County the following annual license fees:

<u>Year</u>	<u>License Fee</u>
2021	\$15,000
2022	\$15,000
2023	\$16,000
2024	\$16,000
2025	\$17,000; and be it further

**RESOLVED**, that JNR shall also complete the following improvements estimated at \$41,545:

<u>Improvement</u>	<u>Estimated Cost</u>	<u>Date of Completion</u>
Furnish and install new carpet for pro shop	\$ 9,500	March 1, 2021
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Renovate office	\$ 5,000	April 1, 2021
<u>Construct Indoor Hitting Bay/Learning Center</u>	<u>\$11,500</u>	<u>December 1, 2021</u>
Total	\$41,545; and be it further	

**RESOLVED**, that the County will pay JNR a portion of all motorized golf cart rental fees for the first 25,000 motorized golf rounds as follows:

<u>Year</u>	<u>Fee/Player Rental 18-hole</u>	<u>Fee/Player Rental 9-hole</u>
2021	\$9.00	\$6.00
2022	\$9.00	\$6.00
2023	\$9.00	\$6.00
2024	\$9.00	\$6.00
2025	\$10.00	\$7.00; and be it further

**RESOLVED**, that if, at its sole option, the County extends the license agreement from January 1, 2026 through December 31, 2030, JNR will pay to the County the following annual license fees:

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

**RESOLVED**, that if, at its sole option, the County decides to extend the agreement from January 1, 2026 through December 31, 2030, the County will pay JNR a portion of all motorized golf cart rental fees for the first 25,000 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 remaining portion of the golf cart revenue shall be retained by the County as a license fee; and be it further

**RESOLVED**, that the golf professional 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.

Original Agreement \$  
 First Amendment \$  
**This Amendment \$ \*1,360,000**  
 TOTAL \$ \*1,360,000

Agreement #

Account to be  
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	3150	9240		261,000	
165	42	3150	9246		\$ 15,000	2021
165	42	3150	9240		261,000	
165	42	3150	9246		\$ 15,000	2022
165	42	3150	9240		261,000	
165	42	3150	9246		\$ 16,000	2023
165	42	3150	9240		261,000	
165	42	3150	9246		\$ 16,000	2024
165	42	3150	9240		237,000	
165	42	3150	9246		\$ 17,000	2025

Budget Funding Year(s) 2021-2025 Start Date 1-1-21 End Date 12-31-25  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid \_\_\_\_\_  
 \$ \*1,360,000 Federal Aid \_\_\_\_\_  
 (must match resolution) Other Revenue \_\_\_\_\_

\*Estimated