

Department of Parks, Recreation  
& Conservation

**ID 78041**

July 22, 2020

TO: Board of Acquisition and Contract

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

RE: Authority to terminate the license agreement with Belize Impresa LTD, 22 Ridgeway Avenue, North Salem, New York effective December 31, 2020 and enter into a new license agreement with Belize Impresa, LTD for the operation of the golf professional concession at Hudson Hills Golf Course, Ossining, 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.

On December 13, 2018, the Board of Acquisition and Contract approved a resolution authorizing Belize Impresa, LTD, 22 Ridgeway Avenue, North Salem, New York ("Belize") to enter into a license agreement for the golf professional concession at Hudson Hills Golf Course for the period of January 1, 2019 through December 31, 2023. Subsequently, due to an analysis of current and future operations, Belize has determined that additional improvements were needed to increase the viability of the operation and provide more opportunities for instruction. Belize requested that the current agreement be terminated at the end of this year and that a new agreement be initiated effective January 1, 2021 to allow for the amortization of the improvements and to adjust the license fee.

Authority is requested to terminate the agreement with Belize Impresa LTD, effective December 31, 2020 and enter into a new license agreement with Belize Impresa LTD, 22 Ridgeway Avenue, North Salem, New York, for the operation of the golf professional concession at Hudson Hills Golf Course, Ossining, 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.

Belize will collect all greens fees and deposit them into a County account. The County will remit to Belize, from the proceeds \$9.00 from every round of 18-hole golf and \$6.00 for every round of 9-hole golf through 2024. The County will remit to Belize, from the proceeds \$10.00 from every round of 18-hole golf and \$7.00 for every round of 9-hole golf in 2025.

The golf professional manages the golf cart operation, provides lessons and operates the golf shop. For the privilege of operating the golf professional shop, Belize 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, Belize shall also complete the following improvements estimated at \$24,000 by March 1, 2021:

<u>Improvement</u>	<u>Estimated Cost</u>
Install a short game practice area for chipping and a new practice sand trap	\$10,000
Install a two bay hitting area	\$ 7,500
Install plexiglass for safe operation during COVID-19	\$ 1,500
<u>Renovate storage area/office in clubhouse</u>	<u>\$ 5,000</u>
Total	\$24,000

The following improvements from the current agreement, which were not yet due to be completed, shall also be included in the new agreement and shall be done no later than 12/31/21:

Furnish and install pre-fabricated garage for giving golf lessons	\$15,000
Swing analysis equipment	\$ 8,500.

Belize shall keep all revenue derived from retail sales in the pro shop and golf lessons.

If, at its sole option, the County decides to extend the agreement from January 1, 2026 through December 31, 2030, Belize 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 remit to Belize, from the proceeds, \$10.00 from every round of 18-hole golf and \$7.00 for every round of 9-hole golf through 2027. The County will remit to Belize, from the proceeds, \$11.00 from every round of 18-hole golf round and \$8.00 for every round of 9-hole golf from 2028 through 2030.

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 - 08/13/2020 - LISA MRIJAJ, 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 terminate the agreement with Belize Impresa LTD (“Belize”) effective December 31, 2020 and enter into a license agreement for the operation of the golf professional concession at Hudson Hills 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, Belize 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 for the privilege of operating the golf professional concession, during each year of the license agreement Belize will receive \$9.00 for every 18-hole golf round and \$6.00 for every 9-hole golf round from 2021 through 2024 and \$10.00 for every 18-hole golf round and \$7.00 for every 9-hole golf round in 2025 at Hudson Hills Golf Course; and be it further;

**RESOLVED**, that Belize shall also complete the following improvements estimated at \$24,000, no later than March 1, 2021:

<u>Improvement</u>	<u>Estimated Cost</u>
Install a short game practice area for chipping and a new practice sand trap	\$10,000
Install a two bay hitting area	\$ 7,500
Install plexiglass for safe operation during COVID-19	\$ 1,500
Renovate storage area/office in clubhouse	\$ 5,000; and be it further

**RESOLVED**, that Belize shall also complete the following improvements estimated at \$23,500 no later than December 31, 2021:

Furnish and install pre-fabricated garage for giving golf lessons	\$15,000
Swing analysis equipment	\$ 8,500; 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, Belize 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 extends the license agreement from January 1, 2026 through December 31, 2030, for the privilege of operating the golf professional concession, during each year of the license agreement, Belize will receive \$10.00 for every 18-hole golf round and \$7.00 for every 9-hole golf round from 2026 through 2027 and \$11.00 for every 18-hole golf round and \$8.00 for every 9-hole golf round from 2028 through 2030; and be it further;

**RESOLVED**, that the golf professional shall keep all revenue derived from retail sales in the pro shop and golf lessons; 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 - 2021-31-020 - LISA MARIJAJ, SECRETARY

Original Agreement       \$     **68,000**  
 First Amendment        \$  
**This Amendment**       \$     **37,000**  
 TOTAL                     \$     **105,000**

Agreement #

Account to be  
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	
165	42	3300	9246		2,000	2021
165	42	3300	9246		1,000	2022
165	42	3300	9246		1,000	2023
165	42	3300	9246		16,000	2024
165	42	3300	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 \_\_\_\_\_  
**\$ 37,000**                    Federal Aid \_\_\_\_\_  
 (must match resolution)   Other Revenue \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/12/2020 - USA MARIJAJ, SECRETARY