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COUNTY OF ERIE

CHRISTOPHER L. JACOBS

COUNTY CLERK

March 13, 2013

The Honorable
Erie County Legislature
92 Franklin Street, 4th Floor
Buffalo, New York 14202

RE: Erie County Clerk – MOU for Erie Community College South Satellite Auto Bureau

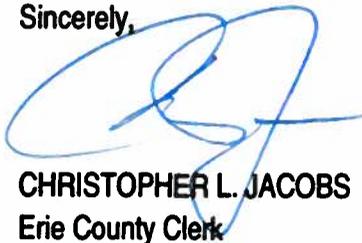
Dear Honorable Members:

The attached resolution requests authorization to enter into a Memorandum of Understanding (MOU) with Erie Community College (ECC) to lease space for the operation of the ECC South Satellite Auto Bureau.

Under the terms of the MOU the ECC South Satellite Auto Bureau will remain at its current location on the grounds of the ECC South Campus at an annual rent of \$5,000. The ECC Board of Trustees have reviewed and authorized this agreement.

Should your honorable body require further information, representatives from the Clerk's Office will be available to discuss. Thank you for your consideration on this matter.

Sincerely,



CHRISTOPHER L. JACOBS
Erie County Clerk

Attachment

MEMORANDUM

TO: Honorable Members of the Erie County Legislature
FROM: Christopher L. Jacobs, Erie County Clerk
RE: Erie County Clerk – MOU for Erie Community College South Satellite Auto Bureau
Date: March 13, 2013

SUMMARY

It is recommended that the Erie County Legislature authorize the County Executive to sign a Memorandum of Understanding with Erie Community College (ECC) for the use of approximately 2102 square feet of space on ECC South Campus at an annual cost of \$5,000. The term of the agreement is for a one year period (January 2013-December 2013).

FISCAL IMPLICATIONS

Funds to cover rental for 2013 are available in the County Clerk's 2013 Adopted Budget.

REASONS FOR RECOMMENDATION

The existing Memorandum of Understanding for the ECC South Satellite Auto Bureau was executed by the former County Clerk and ECC Interim President. It is necessary for the new parties to confirm and memorialize the terms of the agreement.

BACKGROUND INFORMATION

The Erie County Clerk has maintained a satellite auto bureau on the premises of Erie Community College South Campus since 2008. Continuation of this arrangement will benefit Erie County auto bureau customers. This location served over 91,500 customers in 2012.

The Clerk's Office will continue to work with Erie Community College to negotiate a long term lease with the College. It is our hope that once a long-term agreement is in place, capital improvements can move forward.

CONSEQUENCES OF NEGATIVE ACTION

The County Clerk would have to cease operation of the ECC South Satellite Auto Bureau and thousands of Erie County residents would be inconvenienced. Valuable County revenue may be lost to Auto Bureaus in adjacent counties, or to on-line transactions with NYS.

STEPS FOLLOWING APPROVAL

The Memorandum of Understanding will be signed by all parties.

**A RESOLUTION SUBMITTED BY:
ERIE COUNTY CLERK**

RE: Erie County Clerk – MOU - ECC South Auto Bureau

WHEREAS, the Erie County Clerk's Office, as part of its duties and responsibilities, is charged with the operation of local Auto Bureaus as an agent for the State of New York; and

WHEREAS, the Erie County Clerk has operated a satellite auto bureau at the Erie Community College South Campus since 2008; and

WHEREAS, the current Memorandum of Understanding (MOU) was agreed to and signed by parties no longer in office; and

WHEREAS, the County Clerk has negotiated with the President of Erie Community College a certain MOU for use of space on the ECC South Campus to continue operation at this location; and

WHEREAS, said MOU has been approved by the Erie Community College Board of Trustees; and

WHEREAS, the terms of this agreement are for a one-year period and adequate funding exists in the 2013 Adopted Budget; and

WHEREAS, the Clerk and ECC find this to be a mutually agreeable agreement and are continuing negotiations for a multi-year agreement for future years.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature does hereby authorize the County Executive to sign a Memorandum of Understanding between the County of Erie and Erie Community College for the County Clerk's use of approximately 2102 square feet of space at the Erie Community College South Campus, for the operation of a satellite auto bureau; and be it further

RESOLVED, that the County Auto Bureau's tenancy of the premises provided in the MOU shall be at the rate not to exceed \$5,000 per year payable in one annual installment; and be it further

RESOLVED, that funding for said lease is available in the County Clerk's Adopted 2013 Budget; and be it further

RESOLVED, that the County Clerk and ECC will continue negotiations for a multi-year agreement; and be it further

RESOLVED, that certified copies of this resolution be sent to the County Executive, the County Clerk, the County Attorney and the County Comptroller.