

COUNTY OF ERIE

CHRISTOPHER L. JACOBS

COUNTY CLERK

August 24, 2015

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

RE: Lease for North Town Auto Bureau – Sheridan Plaza, LLC

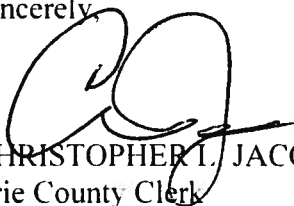
Dear Honorable Members:

The attached resolution requests authorization to enter into a lease agreement with Sheridan Plaza, LLC, to lease space for operation of the Erie County Clerk's north town Auto Bureau.

The lease is for 5,872 square feet of space at the Sheridan Plaza, 2309 Eggert Road, Tonawanda, New York, with a five-year term. Funding for the lease, which will commence in 2016, has been included in our 2016 Budget Request.

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: Lease for North Town Auto Bureau - Sheridan Plaza, LLC
Date: August 24, 2015

SUMMARY

The purpose of this resolution is to authorize the County Executive to execute a lease with Sheridan Plaza LLC, as Landlord, for the use of approximately 5,872 square feet of space at the Sheridan Plaza, 2309 Eggert Road, Tonawanda, New York, for the operation of a north town auto bureau. The term of the agreement is for a five-year period to commence in January 2016 (or a rent commencement date after the leased premises has been delivered to the County for use) with one five-year renewal option.

FISCAL IMPLICATIONS

Appropriations have been requested in the Clerk's 2016 Budget to cover the rent for 2016. A signed agreement will allow us to accurately budget for the next four years.

REASONS FOR RECOMMENDATION

The County Clerk currently operates an Auto Bureau in the north towns at the Northtown Plaza. That plaza has been sold and the new property owner is taking the business plan for the plaza in a different direction. After an extensive search for available locations that would accommodate the needs of a busy auto bureau, as well as maintain our presence in the north towns, we identified space in the Town of Tonawanda approximately ½ mile from our current location.

BACKGROUND INFORMATION

The County Clerk has maintained an auto bureau branch office in Northtown Plaza since 2010. In 2014, this location processed 90,000 transactions. By enacting the proposed resolution, the County will allow for the continued operation of an auto bureau in the north towns, maintaining public access to services currently offered, thereby ensuring capture of revenue for the County.

CONSEQUENCES OF NEGATIVE ACTION

The County will be deprived of potential revenue by the closing of this office and residents will be greatly inconvenienced or not properly or completely provided services offered by the Auto Bureau.

STEPS FOLLOWING APPROVAL

The County and Sheridan Plaza, LLC will execute the lease and services will continue uninterrupted.

A RESOLUTION SUBMITTED BY:
ERIE COUNTY CLERK

RE: Erie County Clerk –
New Lease for North Town Auto Bureau -
Sheridan Plaza, LLC

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 a north towns location since 2010, which location has been sold; and

WHEREAS, it is advantageous for the County to continue operation of a full service auto bureau in the northern part of Erie County; and

WHEREAS, the County Clerk has identified a new location in the north towns that meets the needs of the auto bureau and has negotiated favorable terms with the property owner Sheridan Plaza, LLC.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature does hereby authorize the County Executive to execute a lease with Sheridan Plaza, LLC for use of approximately 5,872 square feet of space at the Sheridan Plaza, 2309 Eggert Road, Tonawanda, New York; and be it further

RESOLVED, that the term of the lease shall be for a five year period commencing January 2016 or as soon thereafter with a Rent Commencement Date determined when leased premises are delivered to the County for use, and shall include one five-year renewal option; and

RESOLVED, that funding for 2016 is included in the County Clerk's 2016 Budget request and all future year funding will be included in appropriate budget submissions; and be it further

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