



COUNTY OF ERIE
CHRISTOPHER L. JACOBS
COUNTY CLERK

GA

April 11, 2012

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

RE: Erie County Clerk – Lease for Cheektowaga Auto Bureau

Dear Honorable Members:

The attached resolution requests authorization to enter into a new lease for the Cheektowaga Auto Bureau at its current location.

Under the terms of the proposed lease the Cheektowaga Auto Bureau would remain at its current location in the Urbandale Shopping Center, 2122 George Urban Blvd., Cheektowaga, New York. The lease provides for the addition of 576 square feet of space and substantial improvements including the addition of a new heated masonry garage, updates and interior renovations provided at the landlord's expense. The total square footage will be 9,158 square feet at a price per square foot of \$13.50 per square foot, for an annual cost of \$123,633. This reflects a reduction in the current per square foot cost of .50 per square foot. Funds to cover rental charges for the remainder of 2012 are available in the County Clerk's 2012 Budget.

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

8E-8

MEMORANDUM

To: Honorable Members of the Erie County Legislature
From: Christopher L. Jacobs, Erie County Clerk
Re: Erie County Clerk – Lease for Cheektowaga Auto Bureau
Date: April 11, 2012

SUMMARY

It is recommended that the Erie County Legislature authorize the County Executive to enter into an agreement with Urbandale Development Company for the lease of approximately 9,158 square feet of space in the Urbandale Shopping Center, 2122 George Urban Blvd., Cheektowaga, New York. The lease will be in place of the current lease, at the same location, that expires September 30, 2012. The new lease includes an additional 576 square feet of space and substantial improvements including the addition of a heated masonry garage, interior updates and renovations provided by the landlord. The new lease will be for a five-year term, with an option to renew for one five-year term.

FISCAL IMPLICATIONS

The total annual lease cost will be \$123,633, plus utilities. The annual increased cost of rental is \$3,485. The increase from October 1, 2012 to December 31, 2012 will be \$871.26. Funds to cover this increase are available in the County Clerk's 2012 Budget.

All other lease options available to the Auto Bureau include increases of a similar amount, and would require additional expenses involved in relocating.

REASONS FOR RECOMMENDATION

The lease for the current Cheektowaga Branch of the Erie County Auto Bureau expires September 30, 2012. The County Clerk wishes to continue customer service in the eastern portion of the County, and has concluded that remaining at the current location can best serve that need.

BACKGROUND INFORMATION

The County Auto Bureau has maintained a branch in Cheektowaga for over 20 years. The Branch has proved to be one of the most frequently used by Auto Bureau customers. This location is conveniently accessible and is also the only location to offer Saturday hours.

CONSEQUENCES OF NEGATIVE ACTION

If this new lease is not approved for the Cheektowaga Auto Bureau, thousands of County residents who avail themselves of the branch's services will be inconvenienced. Some County revenue could be lost to Auto Bureaus in adjacent counties.

STEPS FOLLOWING APPROVAL

A new lease agreement will be executed. Improvements will be made at the location and Auto Bureau services will continue uninterrupted.

A RESOLUTION SUBMITTED BY:
ERIE COUNTY CLERK

RE: Erie County Clerk –
Lease for Cheektowaga Auto Bureau

WHEREAS, the Erie County Auto Bureau's Cheektowaga branch has occupied space at the Urbandale Shopping Center, 2122 George Urban Blvd., Cheektowaga, New York, since 1997; and

WHEREAS, the current lease expires September 30, 2012; and

WHEREAS, the County Clerk's Office has examined several options for Cheektowaga Auto Bureau space as the lease expiration date has approached; and

WHEREAS, this review has led to the recommendation that the best alternative for continued service to Auto Bureau customers during the next five years is that the office remain at its current location in the Urbandale Shopping Center.

NOW, THEREFORE, BE IT

RESOLVED, that the Erie County Legislature does hereby authorize the County Executive to enter into an agreement between the County of Erie and Urbandale Development Company for the lease of approximately 9,158 square feet of space at the Urbandale Shopping Center on George Urban Boulevard in Cheektowaga; and be it further

RESOLVED, that the County Auto Bureau's tenancy of the premises provided in this lease shall be at the rate of \$123,633 per year payable in equal monthly installments for a five-year term beginning October 1, 2012 through September 30, 2017, with an option for one additional five-year term; 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.