

## **Erie County Fiscal Stability Authority**

Resolution No. 08-17

### **APPROVING AN EFFICIENCY GRANT FOR ERIE COUNTY SPACE UTILIZATION**

WHEREAS, Chapter 182 of the New York Laws of 2005 created the Erie County Fiscal Stability Authority (“ECFSA”), to serve as a corporate governmental agency and instrumentality of the State of New York, and as a public benefit corporation to “oversee [Erie] County’s budget, financial and capital plans; to issue bonds, notes or other obligations to achieve budgetary savings and to finance short-term cash flow or capital needs; and, if necessary, to develop financial plans on behalf of the County if the County is unwilling or unable to take the required steps toward fiscal stability;” and

WHEREAS, section 3957-a of the New York Public Authorities Law (“Public Authorities Law”) provides that, subject to appropriations during New York State fiscal years 2006-07 through 2010-11, the ECFSA shall provide grants to the County of Erie (the “County”) to support activities that achieve savings through innovations and reengineering; and

WHEREAS, the County Executive has applied for an efficiency incentive grant (“efficiency grant”) to fund the position of Space Utilization Coordinator, to organize the relocation of County employees from leased space to excess space in County-owned buildings; and

WHEREAS, in connection with this application, the County has selected Michelle Mazzone to serve as its Space Utilization Coordinator; and

WHEREAS, the ECFSA Finance Committee met on January 23, 2008, to discuss the County’s application for an efficiency grant to fund the position of Space Utilization Coordinator; and

WHEREAS, on January 23, the Finance Committee directed County officials to provide benchmarks for the realization of savings from the work of the Space Utilization Coordinator; and

WHEREAS, the ECFSA received the requested benchmarks on February 1, 2008;

WHEREAS, on January 23, 2008, the Finance Committee voted unanimously to recommend to the ECFSA Board of Directors that \$160,000 in efficiency-grant funding be made available to the County to fund the position of Space Utilization Coordinator;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to the recommendation of the Finance Committee, the ECFSA hereby allocates \$160,000 in efficiency-grant funding for the County to fund the position of Space Utilization Coordinator; and

BE IT FURTHER RESOLVED that, pursuant to this efficiency grant, the ECFSA expects the County’s Space Utilization Coordinator (the “Coordinator”) to achieve the following benchmarks:

1. In March 2008, the Coordinator will meet with representatives from Kideney Architects, and with other advisors, to discuss and review the Report on the Erie County Master Plan for Space Consolidation and Relocation (“ECMPSCR Report”), prepared in November 2007.
2. Between March 1, 2008, and April 15, 2008, the Coordinator will tour all buildings and office space that the County owns or leases.
3. Between March 1, 2008, and April 15, 2008, the Coordinator will meet with County Commissioners and department heads, and request them to provide on their own conclusions and recommendations, based on information in the ECMPSCR Report.
4. Between March 1, 2008, and January 31, 2009, the Coordinator will work with architectural staff to create detailed drawings for the entire Rath Building.
5. Between March 1, 2008, and April 30, 2008, the Coordinator will meet with officials from the County Department of Motor Vehicles (“DMV”) to discuss the feasibility of moving its operations to County-owned space, and the ECMPSCR Report’s recommendation that the DMV establish offices on the first floor of the Rath Building.
6. Between April 1, 2008, and May 31, 2008, the Coordinator will prepare an action plan for moving DMV operations to the first floor of the Rath Building (the “DMV Action Plan”).
7. Provided that the DMV agrees to establish operations on the first floor of the Rath Building, the Coordinator will work to implement DMV Action Plan by December 30, 2008.
8. Between May 1, 2008, and June 30, 2008, the Coordinator will meet with senior-level officials in the County’s Department of Law (the “Law Department”), to discuss the feasibility of moving its operations to County-owned space, and ECMPSCR Report’s recommendation that the Law Department establish offices in the TICOR Building.
9. Between June 1, 2008, and July 30, 2008, the Coordinator will prepare an action plan for moving the Law Department to the TICOR Building (the “Law Department Action Plan”).
10. Between March 1, 2008, and June 15, 2008, the Coordinator will prepare an initial report containing findings and related recommendations identifying leasable spaces in the Rath Building and their possible uses.

11. Between June 1, 2008, and December 30, 2008, the Coordinator will develop action plans for achieving efficient utilization of space in the Rath Building.

12. After March 1, 2008, the Coordinator will revise, and hereafter annually update, a schedule of County's real property leases. For each lease, such schedule will catalogue the purpose, the cost of rent and associated expenses, and the amount of space rented (in square feet). The Coordinator also will analyze and evaluate the schedule, in order to seek opportunities for efficiencies.

13. After March 1, 2008, the Coordinator will work with the Law Department to renegotiate lease terms, and hereafter to oversee the County's future purchase and rental of real property.

14. After March 1, 2008, the Coordinator will periodically meet with County department heads to evaluate their needs for space. Each year, the Coordinator will prepare department-specific action plans to achieve efficiencies in space utilization.

BE IT FURTHER RESOLVED that the ECFSA Executive Director send, via first-class mail, copies of this resolution to the County Executive; the County Comptroller; the Chair, the Majority Leader, the Minority Leader, and the Clerk of the County Legislature; and the Governor, the Comptroller, the Senate Majority Leader, and the Speaker of the Assembly of the State of New York.

This resolution shall take effect immediately.

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Stanley J. Keysa  
Secretary

Date: February 7, 2008