

**STATE OF NEW YORK
UNIFIED COURT SYSTEM
OFFICE OF COURT ADMINISTRATION**

**Recommendation of the First Deputy Chief Administrative Judge
Re: Capital Plan Amendment Submitted by Chautauqua County**

SUMMARY

Chautauqua County (“County”) submitted a capital plan amendment offering an additional 764 square feet on the third floor of the Gerace Office Building located at 3 N. Erie Street in Mayville to the Unified Court System (UCS) effective immediately.

The additional space incorporated into the capital plan for Chautauqua County will enhance court operations by providing office space for court reporter staff. It is recommended that the Board approve the County’s capital plan amendment.

BACKGROUND

The Chautauqua County Supreme Court, County Court, and Surrogate’s Court are located at the Gerace Office Building at 3 North Erie Street in Mayville. UCS currently occupies 22,813 square feet in the Gerace Office Building, or 32% of the building. The County provided 764 square feet on the third floor to UCS, and no longer requires that area for County operations. This will increase the total space occupied by UCS in the building to 23,577 square feet, or 33% of the building. It is the County’s intention to assume the approximately 400 square foot space currently occupied by the court reporter staff on the first floor of the Gerace Office Building in the future, which will reduce the square footage to approximately 23,177. This proposal reflects the County’s continued commitment to supporting the operational needs of the Courts and its personnel by making effective use of available County resources.

PROJECT OVERVIEW

The Eighth Judicial District will coordinate with the County to reconfigure the space.

BUDGET/FINANCING

The County is not seeking any state interest aid to fund any project costs. The Court Cleaning and Minor Repair contract with the County will be updated to reflect the increased square footage.

RECOMMENDATION

The Eighth Judicial District, OCA, and the Executive Office have reviewed the County’s plans and are satisfied with the proposed additional square footage offered for the transaction of the business of the courts. First Deputy Chief Administrative Judge Norman St. George, acting in his official capacity as designated by the Chief Administrative Judge, recommends that the Board approve this capital plan amendment.