



EOLEG OCT 24 '11 6:20:33

October 21, 2011

Honorable Members
Erie County Legislature
25 Delaware Avenue
Buffalo, NY 14202

Dear Legislators:

As the not-for-profit corporation designated by Erie County to perform Downtown special district services, Buffalo Place Inc. presents its 2012 budget to the Erie County Legislature with our advice that \$1,248,662 be raised by mall district special charges in 2012. As required by Section 4 of Erie County Local Law No. 8-1984, this amount does not exceed 80% of the aggregated service charges which could be assessed and levied.

Buffalo Place Inc. held a public hearing on the 2012 budget on October 18, 2011 at 4:00 p.m. Notice of the hearing was sent to all property owners in the Special Charge District. Enclosed are the minutes of the public hearing. The Board of Directors of Buffalo Place Inc. and Buffalo Place Foundation approved the 2012 budget at its meeting on October 19, 2011 by a 10-0 vote.

We request that the Legislature adopt, on or before November 18, 2011, the attached resolution that approves the \$1,248,662 Special Charge Levy.

Thank you for your consideration. Buffalo Place representatives welcome the opportunity to answer any questions the Legislature may have at the appropriate committee meeting.

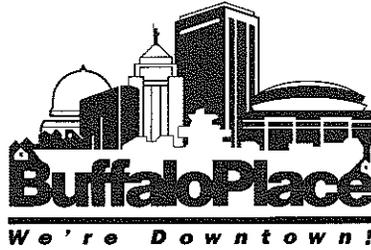
Sincerely,

Michael T. Schmand
Executive Director

Enc.

cc: Joseph L. Maciejewski
Hon. Barbara Miller-Williams
John C. Davis

Robert M. Graber
Jeremy A. Colby



Proposed Resolution

WHEREAS, the Erie County Legislature approved Local Law No. 8-1984, establishing a downtown pedestrian/transit mall special district; and

WHEREAS, the Erie County Legislature approved on December 19, 1985, a resolution authorizing the County Executive to enter into agreement with Downtown Buffalo Management Corporation, now known as Buffalo Place Inc. (BPI), designating Buffalo Place Inc. as the not-for-profit corporation with which Erie County shall contract for the performance of mall special district services, for which annual contracts were executed in 1986, 1987, 1988, 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, and 2002, 2003, 2004; 2005, 2006, 2007; 2008; 2009; 2010; 2011 and

WHEREAS, the said Local Law required that the mall corporation present an annual budget to the Legislature regarding the amount to be raised by mall district special charges; and

WHEREAS, pursuant to the said Local Law, Buffalo Place Inc. held a public hearing, on due notice to property owners within the district, regarding the proposed 2012 annual budget on October 18, 2011;

NOW THEREFORE BE IT

RESOLVED, that the Erie County Legislature does hereby determine that the total amount to be raised by mall district service charges in 2012 shall be the sum of \$1,248,662 as contained in the attached budget which shall be a part of this Resolution, which amount does not exceed 80% of the service charges that could be assessed or levied against properties in the district; and be it further

RESOLVED, that the County of Erie be and hereby is authorized to enter into agreement with Buffalo Place Inc., the not-for-profit corporation described in Section 9 of Erie County Local Law No. 8-1984, providing for the performance by Buffalo Place Inc. of the mall special services set forth in Section 8 of said Local Law; the payment to Buffalo Place Inc. of the proceeds of the mall special district charges, less administrative costs, to be used by Buffalo Place Inc. in providing mall special district services; and such other terms and conditions as to the County Attorney appear necessary or appropriate for the implementation of Erie County Local Law No. 8-1984 and Chapter 673 of the Laws of 1982; and be it further

RESOLVED, that the Erie County Commissioner of Finance shall, not later than November 18, 2011, cause to be established a Mall District Special Charge Roll apportioning the amount herein above determined to be raised by mall district special charges for 2012 in conformance with the formula set forth in Section 7 of Erie County Local Law N. 8-1984 using the latest available final general or special assessment roll prepared by The City of Buffalo; and be it further

RESOLVED, that certified copies of this resolution in its final form be forwarded to the Erie County Executive, the Mayor of the City of Buffalo, the Chairman and the Executive Director of Buffalo Place Inc., and the Erie County Commissioner of Budget and Management.



Memorandum

TO: Members of the Erie County Legislature

FROM: Keith Belanger, Chairman 
Michael T. Schmand, Executive Director 

DATE: October 21, 2011

SUBJECT: Buffalo Place 2012 Budget

Enclosed please find the 2012 budget for Buffalo Place Inc. and Buffalo Place Foundation as approved by the Board of Directors at its meeting on October 19, 2011.

Highlights of the new budget include:

- The Special Charge Levy of \$1,248,662 remains unchanged.
- The Operations Department budget reflects a mature, stable crew operating in a cost-effective manner. The thirteenth year of winter operation of Rotary Rink by Buffalo Place under supplementary contract with the City is included.
- The Budget Committee and staff are committed to exploring additional opportunities to enhance revenue wherever possible.

We will be pleased to answer any questions you may have concerning this matter.

**BUFFALO PLACE INC.
BUFFALO PLACE FOUNDATION**

2012 BUDGET

*Final Draft
September 30, 2011*

SUMMARY OF REVENUES AND EXPENSES

REVENUES

Administration	351,044	
Operations	1,155,091	
Marketing	2,250,655	
Ranger Escort Program	246,871	
TOTAL REVENUES		4,003,661

EXPENSES

Administration	456,727	
Operations	1,155,091	
Marketing	2,144,972	
Ranger Escort Program	246,871	
TOTAL EXPENSES		4,003,661

EXCESS OF REVENUE OVER EXPENSE **0**

REVENUES

Special charge assessment @ \$1,248,662		1,248,662	
Payment-in lieu		18,000	
City Contract		125,000	
City contract/Fountain Plaza		26,000	
BCAR grant/Ranger Escort Program		48,000	
Special event revenue		115,000	
Country Market (two days per week)	30,000		
Tree lighting	5,000		
Erie Canal Events	25,000		
Rotary Rink concessions	55,000		
Summer concert series revenue		1,412,000	
Sponsorship	350,000		
Cash receipts	687,000		
Concert Ticket Sales	375,000		
Erie Canal Harbor Contract Revenue		975,000	
Interest income		1,000	
Operations fees		35,000	
TOTAL REVENUE			4,003,662

ADMINISTRATIVE DEPARTMENT**REVENUES**

Special charge revenue (22.01%)	274,858	
Interest	1,000	
Erie Canal Harbor Revenue	75,186	
TOTAL ADMINISTRATIVE REVENUE		351,044

EXPENSES*Operating Expense*

Payroll	379,469	
Payroll tax & benefits	66,638	
Workers' compensation	1,270	
Telephone	12,000	
Postage/mailing services	3,000	
Insurance	22,306	
Dues & subscriptions	5,000	
Business expense & travel	1,000	
Printing & copying	5,000	
Office supplies/rental of off. equipt.	10,000	
Legal services	7,516	
Payroll services	3,100	
Annual audit/cpa services	10,250	
Miscellaneous	8,000	
Meetings	2,500	
Insurance finance charges	60	
Loan interest	4,000	
Maintenance contract/office equipment	10,000	
Utilities	15,005	
Rent	76,300	
Taxes	10,000	
Special charge	1,100	
Erie Canal Harbor Misc. Expenses	75,186	
County administrative fee	7,800	
Contract services/building	3,000	
	292,123	
Total Operating Expense		739,500
Non-Cash expense: depreciation		45,000
Less Administrative allocation		(327,773)
NET ADMINISTRATIVE EXPENSE		456,727

OPERATIONS DEPARTMENT

REVENUES

Special charge revenue (60.68%)	757,705	
Payment-in-lieu/HSBC Arena	18,000	
City Contract	125,000	
City contract/Fountain Plaza	26,000	
Operations fees	35,000	
Erie Canal Harbor Contract Revenue	193,386	
TOTAL OPERATIONS REVENUE		1,155,091

EXPENSES

Operating Expense

Payroll	368,044	
Temporary part-time workers	30,000	
Payroll tax & benefits	95,431	
Workers' compensation	58,915	
Uniforms	4,338	
ECH Expenses	193,386	
Maintenance supplies	11,000	
Maintenance contracts	1,800	
Insurance	115,427	
Miscellaneous	1,000	
Sand/salt	15,000	
Small tools	500	
Gas, diesel and lubricants	21,000	
Vehicle parts & supplies	3,500	
Small equipment parts & supplies	2,000	
Shop supplies	4,000	
Vehicle maintenance & repair	3,000	
Small equipment maintenance & repair	1,000	
Equipment rental	9,000	
Holiday lights and power	5,000	
Warehouse rental	15,000	
Mall Lighting power & maintenance	1,500	
Mall repairs	5,000	
Hanging flower baskets	8,600	
Landscaping/tree replacement	12,000	
Flags	800	
Banners/banner arms	1,000	
Fountain Plaza operations	26,000	
Administrative allocation	141,850	602,701
TOTAL OPERATIONS EXPENSE		1,155,091

MARKETING DEPARTMENT

REVENUE

Special Charge (6.83%)		85,277	
Special event revenue		115,000	
Country Market (2 days per week)	30,000		
Tree lighting sponsorship	5,000		
Rotary Rink concessions	55,000		
Waterfront Events	25,000		
Summer concert series revenue		1,412,000	
Sponsorship	350,000		
Cash receipts	687,000		
Concert Ticket Sales	375,000		
Erie Canal Harbor Contract Revenue		638,378	
TOTAL MARKETING REVENUE			2,250,655

EXPENSE

Payroll		70,277	
Payroll tax & benefits		14,567	
Workers' compensation		7,174	
Business expense & travel		2,000	
Special Events:		124,509	
Country Market (two days per week)	20,229		
Tree lighting	13,000		
Insurance	71,280		
Rotary Rink concessions	20,000		
Summer concert series		1,100,000	
Harbor Events/July 4th, Dance Party		638,378	
Promotions:		7,500	
Holiday decorations	7,500		
Communications:		25,000	
Buffalo Place E-Report/buffaloplace.com	10,000		
Image/Media/Publications	15,000		
Business retention		753	
Administrative allocation		154,814	
TOTAL MARKETING EXPENSE			2,144,972

SECURITY/RANGER ESCORT PROGRAM

REVENUE		
Special Charge (10.48%)	130,822	
BCAR grant/Ranger Escort Program	48,000	
Erie Canal Private Security	68,049	
TOTAL RANGER ESCORT PROGRAM REVENUE		246,871
EXPENSE		
Payroll	110,168	
Payroll tax & benefits	18,499	
Workers' compensation	2,960	
Insurance	8,580	
Uniforms	1,000	
Auto gas & lube	4,000	
Equipment maintenance & repair	2,406	
Employment Testing	100	
Erie Canal Private Security	68,049	
Administrative allocation	31,109	
TOTAL RANGER ESCORT PROGRAM EXPENSE		246,871

PROPOSED CAPITAL EXPENDITURES 2012

ADMINISTRATION

Office equipment and computers	1,600	
Office furniture	1,500	3,100

OPERATIONS

Equipment		42,000
Street furniture	2,000	
Major vehicle repair contingency	5,000	
Vehicle trade-in/replacement	35,000	

TOTAL CAPITAL EXPENDITURES		45,100
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Minutes of the Public Hearing
on the Buffalo Place Inc. and Buffalo Place Foundation
Proposed 2012 Budget
Tuesday, October 18, 2011
4:00 p.m.
671 Main Street

Present were:

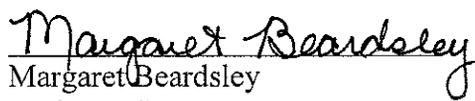
Michael T. Schmand, Executive Director & Vice President
Margaret Beardsley, Associate Director & Assistant Secretary
Debra L. Chernoff, Manager of Planning

At 4:01 p.m. Mr. Schmand called the meeting to order and noted that the Public Hearing notice was distributed to all Class 1 members on October 8, 2011.

Mr. Schmand reported no increase in the Special Charge.

At 4:20 p.m., with no attendees, Mr. Schmand adjourned the hearing.

Respectfully submitted,


Margaret Beardsley
Assistant Secretary

MTS:aa



Secretary's Certificate

Downtown Mall Special District Public Hearing

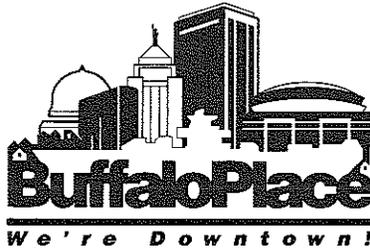
I, Michael T. Schmand, Executive Director of Buffalo Place Inc. and Buffalo Place Foundation, certify that on October 18, 2011 at 4:00 p.m., a public hearing was held at 671 Main Street pursuant to Erie County Local Law No. 8 – 1984, Section 7, paragraph B, at which time the combined 2012 Buffalo Place Inc. and Buffalo Place Foundation budget was presented, and that the attached minutes are a true and accurate copy of the minutes of such meeting.

I further certify that notice of the public hearing was sent to all owners of property in the downtown mall special district by first class mail, postage paid, on October 7, 2011.



Michael T. Schmand
Executive Director
Buffalo Place Inc. and Buffalo Place Foundation

October 21, 2011



October 21, 2011

Honorable Members
Erie County Legislature
25 Delaware Avenue
Buffalo, NY 14202

Dear Legislators:

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We request that the Legislature adopt, on or before November 18, 2011, the attached resolution that approves the \$1,248,662 Special Charge Levy.

Thank you for your consideration. Buffalo Place representatives welcome the opportunity to answer any questions the Legislature may have at the appropriate committee meeting.

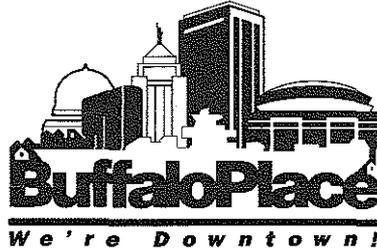
Sincerely,

Michael T. Schmand
Executive Director

Enc.

cc: Joseph L. Maciejewski
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Proposed Resolution

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WHEREAS, the Erie County Legislature approved on December 19, 1985, a resolution authorizing the County Executive to enter into agreement with Downtown Buffalo Management Corporation, now known as Buffalo Place Inc. (BPI), designating Buffalo Place Inc. as the not-for-profit corporation with which Erie County shall contract for the performance of mall special district services, for which annual contracts were executed in 1986, 1987, 1988, 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, and 2002, 2003, 2004; 2005, 2006, 2007; 2008; 2009; 2010; 2011 and

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Memorandum

TO: Members of the Erie County Legislature

FROM: Keith Belanger, Chairman 
Michael T. Schmand, Executive Director 

DATE: October 21, 2011

SUBJECT: Buffalo Place 2012 Budget

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- The Operations Department budget reflects a mature, stable crew operating in a cost-effective manner. The thirteenth year of winter operation of Rotary Rink by Buffalo Place under supplementary contract with the City is included.
- The Budget Committee and staff are committed to exploring additional opportunities to enhance revenue wherever possible.

We will be pleased to answer any questions you may have concerning this matter.

**BUFFALO PLACE INC.
BUFFALO PLACE FOUNDATION**

2012 BUDGET

*Final Draft
September 30, 2011*

SUMMARY OF REVENUES AND EXPENSES

REVENUES

Administration	351,044	
Operations	1,155,091	
Marketing	2,250,655	
Ranger Escort Program	246,871	
	TOTAL REVENUES	4,003,661

EXPENSES

Administration	456,727	
Operations	1,155,091	
Marketing	2,144,972	
Ranger Escort Program	246,871	
	TOTAL EXPENSES	4,003,661

EXCESS OF REVENUE OVER EXPENSE **0**

REVENUES

Special charge assessment @ \$1,248,662	1,248,662	
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TOTAL OPERATIONS EXPENSE		1,155,091

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REVENUE

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REVENUE		
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Employment Testing	100	
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Administrative allocation	31,109	
TOTAL RANGER ESCORT PROGRAM EXPENSE		246,871

PROPOSED CAPITAL EXPENDITURES 2012

ADMINISTRATION

Office equipment and computers	1,600	
Office furniture	1,500	3,100

OPERATIONS

Equipment		42,000
Street furniture	2,000	
Major vehicle repair contingency	5,000	
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TOTAL CAPITAL EXPENDITURES		45,100
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Proposed 2012 Budget
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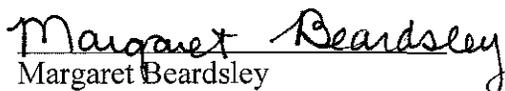
Michael T. Schmand, Executive Director & Vice President
Margaret Beardsley, Associate Director & Assistant Secretary
Debra L. Chernoff, Manager of Planning

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Mr. Schmand reported no increase in the Special Charge.

At 4:20 p.m., with no attendees, Mr. Schmand adjourned the hearing.

Respectfully submitted,


Margaret Beardsley
Assistant Secretary

MTS:aa



Downtown Mall Special District
Public Hearing

I, Michael T. Schmand, Executive Director of Buffalo Place Inc. and Buffalo Place Foundation, certify that on October 18, 2011 at 4:00 p.m., a public hearing was held at 671 Main Street pursuant to Erie County Local Law No. 8 – 1984, Section 7, paragraph B, at which time the combined 2012 Buffalo Place Inc. and Buffalo Place Foundation budget was presented, and that the attached minutes are a true and accurate copy of the minutes of such meeting.

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Michael T. Schmand
Executive Director
Buffalo Place Inc. and Buffalo Place Foundation

October 21, 2011