



October 27, 2021

Honorable Members
Erie County Legislature
92 Franklin Street, 4th floor
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 2022 budget to the Erie County Legislature with our advice that \$1,796,875 be raised by mall district special charges and payments in lieu of special charges in 2022.

Buffalo Place Inc. held a public hearing on the 2022 budget on October 26, 2020 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 2022 budget at its meeting on October 27, 2021 by a vote of 11 to 0.

We request that the Legislature adopt, on or before November 19, 2020, the attached resolution that approves the \$1,744,200 Special Charge Levy. 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. Additional payments in lieu of special charge are included in the budget in the amount of \$52,675.

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: Hon. April N.M. Baskin
Robert M Graber

Hon. Howard Johnson Jr.
Scott A. Bylewski, Esq.

COMM. 20M-5

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671 Main Street / Buffalo, New York 14203 / 716-856-3150 / Fax: 716-852-8490 / www.buffaloplace.com

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., 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, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021 and

WHEREAS, the said Local Law requires 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 2022 annual budget on October 26, 2021; and

WHEREAS, on October 30, 2013 the Board of Directors of Buffalo Place Inc. approved a resolution approving a payment in lieu of service charges for the HSBC Atrium Building and have included the same as part of its proposed 2022 budget.

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 2022 shall be the sum of \$1,744,200 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 Buffalo Place Inc. revenues, in addition to the special charges assessed as above set forth, include for the year 2022, \$18,000 in payment in lieu of service charges for KeyBank Center (1 Seymour H. Knox III Plaza, Buffalo, NY) and \$34,675 for HSBC Atrium Building (95 Washington Street, Buffalo, NY) totaling \$52,675 as set forth in said budget, and be it further

RESOLVED, that the Erie County Commissioner of Finance shall, not later than November 18, 2021, cause to be established a Mall District Special Charge Roll apportioning the amount herein above determined to be raised by mall district special charges and payment in lieu of special charges for 2022 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 M. Belanger, Chairman 
Michael T. Schmand, Executive Director 

DATE: October 27, 2021

SUBJECT: Buffalo Place 2022 Budget

Enclosed please find the 2022 budget for Buffalo Place Inc. and Buffalo Place Foundation as approved by the Buffalo Place Board of Directors at its meeting on October 27, 2021.

Highlights of the new budget include:

- The Special Charge Levy is set at \$1,744,200, with an additional \$52,675.00 in payments in lieu of special charges. There is no increase in the Special Charge Levy. The payments in lieu are also unchanged.
- The 24th year of winter operation of Rotary Rink by Buffalo Place under supplementary contract with the City is also included.

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

**BUFFALO PLACE INC.
BUFFALO PLACE FOUNDATION**

**2022
BUDGET**

*Board Approved
October 27, 2021*

SUMMARY OF REVENUES AND EXPENSES

REVENUES

Administration	342,617	
Operations	1,391,147	
Marketing	428,857	
Ranger Escort Program	454,623	
	TOTAL REVENUES	2,617,244

EXPENSES

Administration	342,617	
Operations	1,391,147	
Marketing	428,857	
Ranger Escort Program	454,623	
	TOTAL EXPENSES	2,617,244

EXCESS OF REVENUE OVER EXPENSE **0**

REVENUES

Special charge assessment @ \$1,744,200		1,744,200
Payment-in lieu		52,675
City contract/Fountain Plaza		201,000
BCAR grant/Ranger Escort Program		97,369
NYMS Grant Revenue		61,000
Special event revenue		74,000
Country Market (one day per week)	5,000	
Tree lighting	14,000	
Rotary Rink concessions	25,000	
Thursday & Main	30,000	
Grant/Sponsorship		100,000
Additional Sponsorship		57,000
Canalside/Operations fees		230,000
TOTAL REVENUE		2,617,244

ADMINISTRATIVE DEPARTMENT**REVENUES**

Special charge revenue (16.15%)	281,617	
NYMS Grant Revenue	61,000	
TOTAL ADMINISTRATIVE REVENUE		342,617

EXPENSES*Operating Expense*

Payroll	428,441	
Payroll tax & benefits	70,367	
Workers' compensation	685	
Telephone	16,000	
Postage/mailing services	1,500	
Insurance	14,398	
Dues & subscriptions	7,500	
Business expense & travel	2,000	
Printing & copying	1,500	
Office supplies/rental of off. equipt.	18,000	
Legal services	4,000	
Payroll services	4,500	
Annual audit/cpa services	13,000	
Miscellaneous	5,166	
Meetings	2,500	
Insurance finance charges	90	
Loan interest	1,000	
Utilities	10,000	
Rent	77,800	
Taxes	9,000	
Special charge	1,200	
County administrative fee	7,800	
	196,954	
Total Operating Expense		696,447
Non-Cash expense: depreciation		60,000
Less Administrative allocation		(413,830)
NET ADMINISTRATIVE EXPENSE		342,617

OPERATIONS DEPARTMENT

REVENUES

Special charge revenue (52.03%)	907,472	
Payment-in-lieu/HSBC Arena	52,675	
City contract/Fountain Plaza	201,000	
Canalside/Operations fees	230,000	
TOTAL OPERATIONS REVENUE		1,391,147

EXPENSES

Operating Expense

Payroll	678,808	
Payroll tax & benefits	129,311	
Workers' compensation	16,170	
Uniforms	6,000	
Maintenance supplies	13,000	
Insurance	119,170	
Miscellaneous	500	
Sand/salt	15,000	
Small tools	1,250	
Vehicle Expenses	25,000	
Equipment maintenance & repair	9,500	
Shop supplies	5,500	
Equipment rental	17,250	
Holiday lights and Decorations	6,000	
Warehouse rental	15,000	
Mall Expenses	9,554	
Landscaping/tree replacement	30,000	
Banners/Signage/Flags	14,500	
Fountain Plaza operations	26,000	
Administrative allocation	253,634	
TOTAL OPERATIONS EXPENSE	566,858	1,391,147

MARKETING DEPARTMENT

REVENUE

Special Charge (12.78%)		222,857	
Special event revenue		74,000	
Country Market (1 days per week)	5,000		
Tree lighting sponsorship	14,000		
Rotary Rink concessions	25,000		
Thursday & Main	30,000		
Marketing Sponsorships		132,000	
TOTAL MARKETING REVENUE			428,857

EXPENSE

Payroll		104,336	
Payroll tax & benefits		19,279	
Workers' compensation		400	
Business expense & travel		500	
Special Events:		146,000	
Country Market (one day per week)	5,000		
Tree lighting	10,000		
Thursday & Main	75,000		
Rotary Rink Mkt Expenses	6,000		
Buffalo Ball Drop	50,000		
Insurance		35,000	
Banner Program/Design Update		2,500	
Design Update - DCM logo	2,500		
Communications:		7,800	
Website Maintenance	4,800		
Dine and shop small holiday promotion	3,000		
Business retention		500	
Administrative allocation		112,542	
TOTAL MARKETING EXPENSE			428,857

SECURITY/RANGER ESCORT PROGRAM

REVENUE		
Special Charge (19.05%)	332,254	
M&T Grant revenue	25,000	
BCAR grant/Ranger Escort Program	97,369	
TOTAL RANGER ESCORT PROGRAM REVENUE		454,623
EXPENSE		
Payroll	298,194	
Payroll tax & benefits	73,125	
Workers' compensation	6,400	
Insurance	16,250	
Uniforms	4,000	
Auto gas & lube	5,000	
Security Guard Licenses & Employment Testing	1,000	
Equipment maintenance & repair	3,000	
Administrative allocation	47,654	
TOTAL RANGER ESCORT PROGRAM EXPENSE		454,623

PROPOSED CAPITAL EXPENDITURES 2022

ADMINISTRATION

Office equipment and computers		0
Office furniture		0

OPERATIONS

Equipment		11,000
Street furniture	1,000	
Major vehicle repair contingency	10,000	
Vehicle trade-in/replacement		70,000
Pick-Up Truck & Plow	35,000	
Gators (2)	10,000	
Bobcat	25,000	
TOTAL CAPITAL EXPENDITURES		81,000

Minutes of the Public Hearing
on the Buffalo Place Inc. and Buffalo Place Foundation
Proposed 2022 Budget

Tuesday, October 26, 2021, 4:00 p.m.
671 Main Street, Buffalo, NY

Present were:

Sean Flury, Uniland Development
Michael T. Schmand, Executive Director
W. Morgan Smith, Deputy Executive Director

At 4:00 p.m. Mr. Schmand called the hearing to order.

Mr. Schmand detailed the budget process and the changes and initiatives included in the budget to be voted on at the board meeting to be held, October 27, 2021.

A discussion followed during which Mr. Flury asked a number of questions, which were answered by Mr. Schmand and Mr. Smith.

There being no further questions or comments, Mr. Schmand adjourned the hearing at 4:25 p.m.

Respectfully submitted,



W. Morgan Smith
Deputy Executive Director



Secretary's Certificate

Downtown Mall Special District Public Hearing

I, W. Morgan Smith, Deputy Executive Director of Buffalo Place Inc. and Buffalo Place Foundation, certify that on October 26, 2021 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 2022 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 15, 2021.

W. Morgan Smith
Deputy Executive Director and Assistant Secretary
Buffalo Place Inc. and Buffalo Place Foundation

October 27, 2021