



*Buffalo Convention Center Management Corporation*

*2026 Proposed Operating Budget*

*Draft*

Approved by the Finance Committee on Monday February 9, 2026

## Buffalo Convention Center Management Corporation

### 2026 Operating Budget

#### Budget Narrative

#### Revenue:

##### 1. **Total Earned Revenue :**

**Gross Food & Beverage/Rentals/Services and Other** - Based on a combination of definite, tentative and potential business already on the books or forecasted for 2026, the Center has budgeted \$ 4.6M in total earned revenue for next year. Due to sales revenues coming in a little less than planned for 2025, we feel confident in a break-even expectation of sales for 2026 in comparison to the 2025 actual revenue.

2. **Erie County Grant** – The Center is budgeted to receive a grant from the County in the amount of \$2,350,000, which is the same as the grant allotted in 2025.

#### Expenses:

1. **Food & Beverage** – We are continually focusing our attentions on F&B departmental staffing, specifically relating to scheduling and reducing overtime. For 2026, we plan to review & improve scheduling policies to reduce labor costs while staying within the guidelines of the CBA contracts.  
After the actual F&B departmental expense was finalized and came in slightly below the projected budget for 2025, we are confident we can maintain the projection below budget for the upcoming year as well. We have re-evaluated and analyzed bar packages offered for 2026 to potentially increase sales revenue.  
We continue to utilize a select number of vendors to reduce costs.
2. **Salaries & Wages** – For the 2026 budget, we are using the contracted wage totals, expecting a slight increase in accordance with the 2025-2027 CBA contracts. For the administrative staff, we budgeted an average of a 3.5% increase based on annual reviews and industry standards.
3. **Health & Welfare** – For 2026 we “shopped” the market to try to offer competitive Health, Dental and Vision premiums for the BCC employees. With that being said we had to budget accordingly for the continued rise in cost for medical, but were able to offer some cost savings for dental, vision and supplemental life insurance premiums. We were also able to introduce a 1% weekly match for our retirement benefits in addition to the 2% annual contribution already in effect.
4. **Legal Fees** – Though other professional fees saw an increase in 2025 due to an ongoing employee litigation, we expect both legal and our audit fees to see a decrease. This will be due to a more normal auditor presence, which we have not seen

- since 2022; for legal, it is because a settlement has been reached and costs will be reduced in 2026.
5. **Shared Service** – BCC will continue to work with VBN’s social media department to provide services.
  6. **Data Processing Fees** – BCC has budgeted a more level expense for data processing with the integration of our point-of-sale system to Clover during 2025. This transition has allowed us to better service our clientele and the public, with no additional foreseeable expenses.
  7. **Supplies** – During 2025, the F&B department was able to decrease some supply spending, and no other major inventory items are anticipated for this upcoming budget year.
  8. **Internet Expense** – Due to the continued upgrade in the BCC WIFI system, there is no other anticipated expenses for the upcoming budget year.
  9. **Utilities** – Though most of our utilities are locked into a contract, they are variable and we saw a steady increase in 2025, so we anticipate a slight increase to this budget in 2026 as well.
  10. **Insurance** – Our commercial insurance was “shopped” this year by the broker and for 2026 we expect slight decreases to our commercial auto and worker comp policies, but will see an increase in the commercial property insurance.
  11. **Capital Equipment** – The Center is currently not budgeted for any larger capital purchases in 2026. We will continually re-evaluate this during the year as needed and financial ability warrant.

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	Proposed Budget 2026	Projected Budget 2025	Budget <u>2025</u>	Actual <u>2024</u>	Variance 2026 Budget V. 2025 Projected	Variance 2026 Proposed v. 2025 Budget
<b>REVENUES:</b>						
<b>EARNED REVENUES</b>						
Gross Food & Beverage	3,188,000	3,225,347	3,436,614	3,277,340	\$ (37,347)	\$ (248,614)
Rents	1,100,000	873,461	917,134	843,285	\$ 226,539	\$ 182,866
Electrical Services	160,000	169,532	178,009	181,089	\$ (9,532)	\$ (18,009)
Equipment Rentals	80,000	60,000	84,689	80,381	\$ 20,000	\$ (4,689)
Communications Revenue	2,500	700	2,638	1,875	\$ 1,800	\$ (138)
Other Earned Revenue	90,000	87,919	92,314	56,750	\$ 2,081	\$ (2,314)
<b>TOTAL EARNED REVENUES</b>	<b>\$ 4,620,500</b>	<b>\$ 4,416,959</b>	<b>\$ 4,711,399</b>	<b>\$ 4,440,721</b>	<b>\$ 203,541</b>	<b>\$ (90,899)</b>
<b>OTHER REVENUES</b>						
Commissions	14,500	14,143	14,851	9,698	\$ 357	\$ (351)
Investment Interest/Dividends	5,000	477	5,000	-	\$ 4,523	\$ -
<b>TOTAL OTHER REVENUES</b>	<b>19,500</b>	<b>14,621</b>	<b>19,851</b>	<b>9,698</b>	<b>4,879</b>	<b>\$ (351)</b>
Erie County - Grant	2,350,000	2,350,000	2,350,000	2,581,286	\$ -	\$ -
<b>TOTAL REVENUES</b>	<b>\$ 6,990,000</b>	<b>\$ 6,781,579</b>	<b>\$ 7,081,249</b>	<b>\$ 7,031,705</b>	<b>\$ 208,421</b>	<b>\$ (91,249)</b>
<b>EXPENSES:</b>						
<b>COST OF SALES FOOD AND BEVERAGE</b>	<b>\$ 2,000,000</b>	<b>\$ 2,071,904</b>	<b>\$ 2,051,185</b>	<b>\$ 2,102,501</b>	<b>\$ (71,904)</b>	<b>\$ (51,185)</b>
<b>SALARIES/WAGES</b>						
Admin/Sales	700,000	689,574	703,366	713,301	\$ 10,426	\$ (3,366)
Maintenance	680,000	667,080	680,421	672,598	\$ 12,920	\$ (421)
Engineering/Electrical	440,000	434,901	443,599	454,496	\$ 5,099	\$ (3,599)
Dock/Lobby	155,000	154,914	158,012	158,545	\$ 86	\$ (3,012)
Staff Incentives	0	-	-	-	\$ -	\$ -
Temporary Services	100,000	148,349	151,316	114,671	\$ (48,349)	\$ (51,316)
<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 2,075,000</b>	<b>\$ 2,094,819</b>	<b>\$ 2,136,715</b>	<b>\$ 2,113,610</b>	<b>\$ (19,819)</b>	<b>\$ (61,715)</b>

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<b><u>PAYROLL TAXES AND FRINGE BENEFITS</u></b>						
FICA	420,000	410,319	420,629	182,479	\$ 9,681	\$ (629)
NYS Unemployment Insurance	0	1,428	1,471	-	\$ (1,428)	\$ (1,471)
Disability/Life Insurance	32,000	31,375	32,316	20,595	\$ 625	\$ (316)
Workmens Compensation	200,000	207,236	208,468	186,732	\$ (7,236)	\$ (8,468)
Health- Admin	180,000	175,803	181,077	137,444	\$ 4,197	\$ (1,077)
Health - Union	130,000	127,663	131,493	79,707	\$ 2,337	\$ (1,493)
Pension - Admin	25,000	23,245	23,943	30,516	\$ 1,755	\$ 1,057
Pension - Union	80,000	78,437	80,790	71,436	\$ 1,563	\$ (790)
Training Expense	1,000	500	515	585	\$ 500	\$ 485
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 1,068,000</b>	<b>\$ 1,056,005</b>	<b>\$ 1,080,701</b>	<b>\$ 709,494</b>	<b>\$ 11,995</b>	<b>\$ (12,701)</b>
<b>TOTAL PERSONNEL EXPENSES</b>	<b>\$ 3,143,000</b>	<b>\$ 3,150,824</b>	<b>\$ 3,217,416</b>	<b>\$ 2,823,105</b>	<b>\$ (7,824)</b>	<b>\$ (74,416)</b>
<b><u>PROFESSIONAL FEES</u></b>						
Legal	65,000	15,000	15,300	16,261	\$ 50,000	\$ 49,700
Audit	27,500	65,743	27,500	70,902	\$ (38,243)	\$ -
Data Processing	135,000	40,462	70,462	70,733	\$ 94,538	\$ 64,538
Other Professional Fees	20,000	18,959	19,338	27,732	\$ 1,041	\$ 662
Shared Services - BNCVB	12,000	12,000	10,000	12,000	\$ -	\$ 2,000
<b>TOTAL PROFESSIONAL FEES</b>	<b>\$ 259,500</b>	<b>\$ 152,163</b>	<b>\$ 142,599</b>	<b>\$ 197,628</b>	<b>\$ 107,337</b>	<b>\$ 116,901</b>
<b><u>SUPPLIES\SMALL TOOLS</u></b>						
Administrative	12,000	12,165	12,287	18,213	\$ (165)	\$ (287)
Maintenance	55,000	59,030	59,620	66,965	\$ (4,030)	\$ (4,620)
Engineering	44,000	43,745	44,183	38,732	\$ 255	\$ (183)
Electrical	1,000	874	882	1,053	\$ 126	\$ 118
Food & Beverage	300,000	309,790	312,888	166,767	\$ (9,790)	\$ (12,888)
<b>TOTAL SUPPLIES</b>	<b>\$ 412,000</b>	<b>\$ 425,604</b>	<b>\$ 429,860</b>	<b>\$ 291,731</b>	<b>\$ (13,604)</b>	<b>\$ (17,860)</b>

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<b>COMMUNICATION EXPENSES</b>						
Telephone/Fax/Website	90,000	108,082	109,162	113,823	\$ (18,082)	\$ (19,162)
Internet & Website	900	-	-	-	\$ 900	\$ 900
Postage & Freight	3,500	4,647	3,500	3,596	\$ (1,147)	\$ -
<b>TOTAL COMMUNICATION EXPENSES</b>	<b>\$ 94,400</b>	<b>\$ 112,729</b>	<b>\$ 112,662</b>	<b>\$ 117,419</b>	<b>\$ (18,329)</b>	<b>\$ (18,262)</b>
<b>OCCUPANCY EXPENSES</b>						
Utilities - Gas	65,000	66,294	67,619	38,991	\$ (1,294)	\$ (2,619)
Utilities - Electric	245,000	264,338	269,625	247,443	\$ (19,338)	\$ (24,625)
Utilities - Water	17,000	17,040	17,380	25,949	\$ (40)	\$ (380)
Admin Insurance	295,000	292,338	295,261	298,814	\$ 2,662	\$ (261)
Contractual Maintenance	55,000	54,398	55,486	50,331	\$ 602	\$ (486)
Emergency Medical Technicians	1,500	(1,500)	(1,530)	2,451	\$ 3,000	\$ 3,030
Security & Police	40,000	41,330	41,656	40,764	\$ (1,330)	\$ (1,656)
Building Repairs	5,500	5,550	5,661	3,078	\$ (50)	\$ (161)
Licenses & fees	9,000	8,825	9,002	3,517	\$ 175	\$ (2)
Other Occupancy	60,000	62,544	63,295	74,246	\$ (2,544)	\$ (3,295)
<b>TOTAL OCCUPANCY</b>	<b>\$ 793,000</b>	<b>\$ 811,157</b>	<b>\$ 823,456</b>	<b>\$ 785,584</b>	<b>\$ (18,157)</b>	<b>\$ (30,456)</b>
<b>EQUIPMENT RENTAL/ REPAIRS &amp; MAINT</b>						
Equipment - Rentals	30,500	41,093	41,914	26,053	\$ (10,593)	\$ (11,414)
Admin - Repairs & Maintenance	8,500	8,592	8,764	7,592	\$ (92)	\$ (264)
Maintenance - Repairs & Maintenance	12,000	12,133	12,375	11,258	\$ (133)	\$ (375)
Engineering - Repairs & Maintenance	120,000	124,210	124,000	124,824	\$ (4,210)	\$ (4,000)
<b>TOTAL EQUIP RENTAL/ REPAIRS &amp; MAINT</b>	<b>\$ 171,000</b>	<b>\$ 186,027</b>	<b>\$ 187,054</b>	<b>\$ 169,728</b>	<b>\$ (15,027)</b>	<b>\$ (16,054)</b>

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<b><u>TRAVEL &amp; ENTERTAINMENT</u></b>						
Local Meetings & Travel	1,000	614	1,000	1,338	\$ 386	\$ -
Client Promotions & Entertainment	8,500	7,062	8,500	14,075	\$ 1,438	\$ -
Trade Shows	15,000	4,624	7,500	6,941	\$ 10,376	\$ 7,500
<b>TOTAL TRAVEL &amp; ENTERTAINMENT</b>	<b>\$ 24,500</b>	<b>\$ 12,301</b>	<b>\$ 17,000</b>	<b>\$ 22,354</b>	<b>\$ 12,199</b>	<b>\$ 7,500</b>
<b><u>ADVERTISING &amp; PROMOTIONS</u></b>						
Advertising	10,000	5,670	8,000	14,909	\$ 4,330	\$ 2,000
Promotional Materials	600	1,600	600	1,600	\$ (1,000)	\$ -
Other promotional	15,000	22,188	20,000	22,151	\$ (7,188)	\$ (5,000)
<b>TOTAL ADVERTISING &amp; PROMOTIONS</b>	<b>\$ 25,600</b>	<b>\$ 29,458</b>	<b>\$ 28,600</b>	<b>\$ 38,661</b>	<b>\$ (3,858)</b>	<b>\$ (3,000)</b>
<b><u>OTHER EXPENSES</u></b>						
Uniforms	6,500	8,749	8,836	6,121	\$ (2,249)	\$ (2,336)
Dues & Subscriptions	7,500	6,906	6,975	9,952	\$ 594	\$ 525
Bank Fees/Interest	45,000	146,114	52,575	69,754	\$ (101,114)	\$ (7,575)
Bad Debts	3,000	3,000	3,030	3,000	\$ -	\$ (30)
Miscellaneous / Depreciation/Equipment Purchase	5,000	6,334	-	3,274	\$ (1,334)	\$ 5,000
<b>TOTAL OTHER EXPENSES</b>	<b>\$ 67,000</b>	<b>\$ 171,103</b>	<b>\$ 71,417</b>	<b>\$ 92,101</b>	<b>\$ (104,103)</b>	<b>\$ (4,417)</b>
<b>CAPITAL EQUIPMENT PURCHASES</b>	<b>0</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 6,990,000</b>	<b>\$ 7,123,271</b>	<b>\$ 7,081,250</b>	<b>\$ 6,640,809</b>	<b>\$ (133,271)</b>	<b>\$ (91,250)</b>
<b>INCREASE (DECREASE) IN OPERATING NET ASSETS</b>	<b>-</b>	<b>(341,691)</b>	<b>(0)</b>	<b>390,896</b>	<b>341,691</b>	<b>(0)</b>
<b>FUNDS ENCUMBERED TO COVER OPERATING DEFICIT</b>						
<b>NET INCREASE (DECREASE) IN OPERATING NET ASSETS</b>	<b>\$ -</b>	<b>\$ (341,691)</b>	<b>\$ (0)</b>	<b>\$ 390,896</b>	<b>\$ 341,691</b>	<b>\$ (0)</b>