

AGENDA

REGULAR COUNCIL MEETING

CITY OF GENEVA, NEW YORK

April 1, 2026

**City Hall
2nd Floor Council Chambers
47 Castle Street
Geneva, NY**

EXECUTIVE SESSION STARTS AT 6:00pm

To discuss collective negotiations, the employment of a particular person or persons, and proposed pending or current litigation

COUNCIL MEETING STARTS AT 7:00PM

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- I. CALL TO ORDER – Mayor, Jim Cecere
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. PUBLIC HEARING
 - a. 2026 Strategic Plan
- V. COUNCIL REPORTS
- VI. PUBLIC COMMENT
- VII. PROCLAMATIONS
 - a. Arbor Day
 - b. Fair Housing Month
- VIII. DISCUSSION
 - a. Update and Recommendations of the Finance Ad Hoc Committee – *Mayor Cecere*
 - b. South Main Street Traffic Calming and Noise – *Councilor Lavin (p.3)*
 - c. Winter Parking - *Councilor Kaim (p.5)*
- IX. REPORTS
 - a. Mayor's Report
 - i. Housing Ad Hoc Committee Introduction
 - b. City Manager's Report
- X. PRESENTATION
 - a. Finance and Assessor's Office Briefing - *Comptroller Blowers (p.7)*
- XI. UNFINISHED BUSINESS
 - a. RESOLUTION – Adoption of the 2026 Strategic Plan – *Mayor Cecere (p.9)*
- XII. NEW BUSINESS

- a. RESOLUTION – DPW Surplus Equipment – *Director Venuti (p.26)*
- b. RESOLUTION – Adoption of AI Use Policy – *City Manager Hendrix (p.29)*
- c. RESOLUTION – Adoption of Customer Success Policy – *City Manager Hendrix (p.37)*
- d. RESOLUTION – Appointing a Fair Housing Officer – *City Manager Hendrix (p.42)*

XIII. CONSIDERATION OF MEETING MINUTES

- a. February 17, 2026 (*p.44*)
- b. March 4, 2026 (*p.48*)
- c. March 17, 2026 (*p.60*)

XIV. ADJOURNMENT



**GENEVA CITY COUNCIL
AGENDA ITEM BRIEFING**

To: Members of the Geneva City Council
From: Councilmember Chris Lavin
Meeting Date: April 1, 2026
Item Title: Discussion item regarding Quality Life Traffic Improvements

Action Required:

Discussion to work towards a resolution to concerns regarding pedestrian safety.

Background:

South Main Street remains a vital corridor for residents, students, and visitors. Ongoing concerns regarding traffic crossings present an opportunity to take proactive steps that enhance safety, accessibility, and overall quality of life. With support from Councilors Brennan and Gummoie, I bring forward the following measures to encourage a safer and more welcoming environment for all.

This discussion will look at proposed actions to enhance community well-being:

Proposed Actions to Enhance Community Well-Being

- **Promote Safer Pedestrian Crossings:**
Support the implementation of improvements outlined by DPW Director Venuti, including pedestrian-activated crossing lights, to create a more walkable and pedestrian-friendly corridor.
- **Improve Visibility and Access Along the Waterfront Corridor:**
Consider eliminating parking on the east side of South Main Street near the HWS boathouse overlook to improve sightlines, reduce conflicts between vehicles and pedestrians, and enhance safety. Appropriate enforcement measures would help maintain these improvements.
- **Encourage Calmer Traffic Speeds:**
Explore reducing the posted speed limit to 25 mph along the full length of Main Street to support safer driving behavior and create a more comfortable environment for all roadway users.
- **Strengthen Oversight of Heavy Vehicle Traffic:**
Request that the Geneva Police Department evaluate its ability to conduct regular safety inspection stops of large truck traffic along Lochland Road and South Main Street, helping to ensure compliance and roadway safety.

City Council

Financial Impact:

None at this time.

If a resolution is created there may be financial impacts. Including:

Activated Crossing Lights:

Estimated \$10,000–\$25,000 per crossing, depending on equipment type (RRFB vs. full signalization), installation complexity, and utility connections. Multiple crossings would increase total costs accordingly. This could be reimbursed using other non-local funding sources.

Signage, Striping, and Speed Limit Reduction:

Relatively low-cost improvements (estimated \$5,000–\$10,000 total), including signage updates, pavement markings, and traffic control adjustments. Staffing time and legal efforts in working with NYS on this initiative.

Parking Elimination & Enforcement:

Minimal upfront cost (signage and markings) though may require ongoing enforcement resources. Potential for modest fine revenue to offset enforcement costs.

Truck Inspection Enforcement:

Primarily staff time and operational costs as well as required training costs, which may have an impact on scheduling or reprioritization of resources. No significant capital cost is anticipated.

This briefing was prepared with the assistance of artificial intelligence (AI) tools to support drafting, organization, and clarity. All content has been reviewed and finalized for accuracy and appropriateness.



**GENEVA CITY COUNCIL
AGENDA ITEM BRIEFING**

To: Mayor and City Council

From: Councilor Jamie Kaim, 6th Ward

Meeting Date: April 1, 2026

Item Title: Proposal to Reinstate Winter Parking Rules

Action Required:

Update and Adopt Winter Parking Regulation (s) ; Section 335-16, Section 335-27 subdivision C
Enforcing Winter Parking Regulations from Nov. 1st- April 1st annually. This will require overnight parking restrictions from 2 am to 6 am, unless otherwise designated. Eliminate ad hoc announcements, except in extreme weather events or unusual circumstances.

Background:

Ordinance #6 in 2022 shifted Geneva to an announcement-based system. This was implemented during a period of mild winters with limited snow accumulation. The last two winters have been more typical, with significant snow accumulation. This has created significant operational and public safety challenges under the current system. It has caused a burden to DPW, increasing the amount of times they have to re-pass streets due to parked cars, making streets harder for vehicle traffic to pass by limiting amount of roadway cleared, causing sitting snow to build up and turn to ice in the roadways and making it difficult on equipment and taking up parking spots in residential and commercial areas. It is inefficient and costly. It also creates public safety concerns as emergency vehicle access can be impaired and also confusion with residence and visitors as the announcements are often not seen for the simple reason that they don't know where to look for updates. Unless otherwise stated as in cases of Public Parking Lots and streets with alternate day parking or 72 hour restrictive parking posted.

Therefore, restoring a consistent and predicable set of rules will improve efficiency, enhance public safety, and reduce long term maintenance costs.

Alternatives:

Maintain Current System: Operational, safety and inconsistencies still exist



Financial Impact:

In the short term, it will require minimal administrative costs around communication and any signage changes. In the long term, it will reduce DPW Man Hours, liability risks, and Fuel Expenditures

Office of the City Clerk

Doris Myers

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Finance and Assessment Department Overview

Comptroller: Adam Blowers, acblowers@cityofgenevany.gov

Assessor: Tina Rados, trados@cityofgenevany.gov

Department Overview: The Comptroller's Office or Finance Department is responsible for accurately forecasting and tracking all financial transactions occurring as a result of City operations. The Department consists of multiple functional areas, including real property tax, accounts payable and receivable, purchasing, general ledger management, and budget management. The Department is also responsible for facilitation of the annual external financial audit, which provides a snapshot of the City's financial performance over the previous operating year.

The Assessor's Department reports directly to the City Comptroller and is responsible for the development of the annual property valuation roll, which provides a basis for property and sales tax collections. The Assessor position and tax clerk are shared employees with the City of Canandaigua. The City of Geneva has 1 FTE among these two positions.

Number of Staff: There are four full-time staff members in the Comptroller's Office, the Comptroller, Deputy Comptroller, and two clerks. The Assessor position and a tax clerk are shared employees with the City of Canandaigua. The City of Geneva has one full-time equivalent in staffing that supports Assessment services in the City.

2026 Work Program Goals: By Q3 2026, the Finance Department and City Manager will work with council to adopt a City Council-approved Five-Year Financial Plan. By December 31, 2026, the Assessor will maintain equitable property assessments by completing required valuation maintenance activities and ensuring assessment ratios remain within New York State compliance thresholds. This department will implement policy changes for citywide timekeeping system for 100% of departments, and update procurement policies to ensure improved fiscal transparency, compliance, and long-term financial stability.

- **Five-Year Financial Plan**

Develop and maintain a rolling five-year financial plan to support fiscal stability, long-term planning, and informed policy decisions. This will be developed in concurrence with the annual budget process and in alignment with adopted strategies from council following the Ad-Hoc Committee recommendations.

- **Labor Contract Negotiations Support**

Provide financial analysis and administrative support for collective bargaining agreements, including CSEA Foremen and CSEA MEA contracts. Labor negotiations with CSEA Foremen continue from 2025 and the unit is currently without a contract. The CSEA MEA contract negotiation will begin in Q2 of 2026.

- **Citywide Timekeeping System Implementation**

Implement a standardized timekeeping system for all City staff to improve accuracy, compliance, and reporting. The first step in this process is to standardize our work week so that system implementation can

go smoothly. The standardization will begin with policy decisions related to collective bargaining. These discussions will begin in Q3 of 2026.

- **Procurement Policy Update**

Update the City’s procurement policy and support adoption by City Council to ensure compliance, transparency, and best practices. The procurement policy will be updated and brought to council by Q3 2026.

- **Citywide Property Revaluation**

Ensure property valuations remain equitable, accurate, and compliant through ongoing revaluation efforts. The property revaluation began in 2025 and will be completed in Q1 of 2026 to be submitted to the County and State in Q2 of 2026. The new assessed values of homes will take effect in 2026.

Performance Indicator	Measure	2026 Target	Monitoring Date
Five-Year Plan	Council adoption	Adopted by Q3	Milestone
Timekeeping	Departments live on system	100%	Q4
Procurement Policy	Policy updated & adopted	Adopted	Q2
Assessment Equity	State Equalization Ratio	Within NYS standard	Annual
Valuation Maintenance	Required updates are complete	100%	Annual

Annual Metrics	2023	2024	2025
Tax Collection Rate	97.25%	98.09%	94.75%
Average Rate of Investment Return	2.05%	3.19%	3.42%
Number of Adjusting Entries by Auditors	1	0	-
Equalization Rate	78%	100%	93%
Taxable Assessed Value	\$488,630,334	\$727,833,468	\$729,466,885



GENEVA CITY COUNCIL AGENDA ITEM BRIEFING

To: City Council
From: Mayor Cecere
Meeting Date: April 1, 2026
Item Title: Adoption of City of Geneva City Council Strategic Plan (2026-2027)

Background

The proposed **City of Geneva City Council Strategic Plan for 2026–2027** establishes a structured framework to guide the Council's legislative priorities, policy direction, and oversight responsibilities over the next two years. The intent of the plan is to move City Council toward a more **disciplined, transparent, and results-oriented governance approach**, with clearly defined priorities and sequencing of major policy initiatives.

The plan was developed through a structured process that included:

- Individual input discussions with City Council members
- Identification of shared policy challenges across wards and constituencies
- A prioritization exercise to evaluate initiatives based on importance and impact
- Organization of initiatives into a **tiered priority structure**
- Development of a **2026 month-by-month strategic action framework**

All members of City Council participated in providing input and perspectives that shaped the final structure of the proposed Strategic Plan.

Following additional review and discussion with City administration and department leadership, the plan has been updated to elevate Infrastructure planning and investment as a Tier 1 priority, alongside housing, budget and finance processes, and downtown economic development. This adjustment reflects the importance of long-term water, sewer, stormwater, and capital infrastructure planning in supporting housing growth, economic development, and environmental stewardship.

At the March 17 City Council meeting, Council reviewed the proposed Strategic Plan and provide any initial feedback or requested revisions.

The next procedural steps proposed are:

- **March 17 Council Meeting:** Council discussion and review of the proposed Strategic Plan
- **March 28 Town Hall Meeting:** Public hearing on the Strategic Plan
- **April 1 Council Meeting:** Public hearing on the Strategic Plan
- **April 1 Council Meeting:** Consideration of a resolution to adopt the Strategic Plan, pending any substantive issues raised during public comment

Adoption of the Strategic Plan will provide a structured framework for Council work during 2026–2027 and will guide the sequencing of major policy discussions, committee work, and oversight activities.

Alternatives

City Council may consider the following options:

Option 1 – Proceed as Proposed

Review the Strategic Plan at the March 17 meeting and schedule a public hearing for March 28 and April 1, followed by consideration of a resolution to adopt the Strategic Plan.

Option 2 – Request Modifications Prior to Public Hearing

Council may identify areas where additional revisions, clarifications, or adjustments are desired before scheduling the public hearing.

Option 3 – Delay Consideration

Council may elect to defer scheduling a public hearing in order to conduct additional review or discussion of the Strategic Plan prior to moving toward adoption.

The recommended approach is **Option 1**, which allows Council to publicly review the Strategic Plan while still providing an opportunity for community input prior to formal adoption.

Financial Impact

Adoption of the Strategic Plan does not in itself authorize new expenditures or appropriations.

RESOLUTION # 17-2026
ADOPTING A DOCUMENT ENTITLED “CITY OF GENEVA CITY COUNCIL STRATEGIC PLAN (2026-2027)”

WHEREAS, The City Council of the City of Geneva wishes to create a Strategic Plan to establish a clear disciplined framework to guide the Council’s legislative, oversight, and policy-setting work over the next two years; and

WHEREAS, The City Council of the City of Geneva held a Strategy Session and a public hearing that resulted in the creation of a document entitled City of Geneva City Council Strategic Plan (2026-2027); and

WHEREAS, The City Council of the City of Geneva wishes to move from reactive decision-making toward a focused, transparent, and results-driven governing approach. The document is designed to clarify City Council priorities, improve coordination between City Council, City Staff, and partner agencies, strengthen fiscal responsibility and long-term sustainability, and build public trust through accountability and measurable progress; now therefore be it

RESOLVED, by the City Council of the City of Geneva, New York that the documents entitled City of Geneva City Council Strategic Plan (2026-2027) is hereby adopted.

City of Geneva City Council Strategic Plan (2026–2027)

February 13, 2026 **DRAFT**

I. Executive Summary

Purpose of the Strategic Plan

The City of Geneva City Council Strategic Plan for 2026–2027 establishes a clear, disciplined framework to guide the Council’s legislative, oversight, and policy-setting work over the next two years. The plan is intended to move the Council from reactive decision-making toward a focused, transparent, and results-driven governing approach.

This Strategic Plan is not aspirational in nature. It is a working document designed to:

- Clarify City Council priorities
- Improve coordination between City Council, City staff, and partner agencies
- Strengthen fiscal responsibility and long-term sustainability
- Build public trust through accountability and measurable progress

How We Got Here

This Strategic Plan was developed through a deliberate, inclusive, and Council-driven process.

- **Individual Input Sessions:** Mayor Jim Cecere conducted one-on-one discussions with members of City Council and other key parties to understand the issues each Councilor & other key individuals believe are most critical to Geneva’s future.
- **Identification of Shared Challenges:** While Councilors brought different perspectives and ward-specific concerns, a strong consensus emerged around a core set of shared challenges facing the City, including housing, fiscal sustainability, infrastructure, downtown vitality, governance, and public trust.
- **Prioritization Process:** These shared challenges were evaluated during a structured prioritization session, where initiatives were discussed, scored, and ranked based on importance, urgency, and potential impact.
- **Tiered Framework Development:** The results of this exercise were organized into a **tiered priority structure**, distinguishing between critically important initiatives, very important initiatives, and ongoing or integrated efforts.
- **Action-Oriented Design:** Finally, priorities were sequenced into a **month-by-month Strategic Action Plan for 2026**, ensuring focus, preparation, and disciplined decision-making throughout the year.

This approach ensured that the Strategic Plan reflects **collective ownership by the full governing body**, rather than the agenda of any single individual or committee.

Implementation & Capacity Statement

The City Council recognizes that the City operates with limited administrative and operational staffing, and that departments are concurrently managing capital projects, grant compliance, system modernization, and core service delivery.

The Strategic Plan establishes policy direction and priority sequencing. Implementation timing will be informed by staffing capacity, regulatory obligations, grant deadlines, and fiscal constraints. Not all initiatives are expected to be fully implemented within a single fiscal year; however, Tier 1 priorities will receive primary focus and structured advancement during 2026.

The Council will review implementation progress quarterly to ensure that new initiatives do not compromise core service delivery, capital execution, or fiscal discipline.

Strategic Focus

The Strategic Plan is organized around several overarching themes that reflect City Council's shared priorities:

- Stabilizing and growing Geneva's housing base
- Strengthening fiscal transparency and long-term financial sustainability
- Revitalizing downtown and supporting economic development
- Investing in infrastructure and quality-of-life assets
- Maintaining strong public safety and core city services
- Improving governance, oversight, and accountability
- Advancing inclusion, equity, and community engagement

Each theme is supported by clearly defined priorities, assigned timeframes, and expected deliverables.

Sequencing & Operational Alignment

The Council affirms that strategic priorities must be aligned with existing departmental work programs and externally driven deadlines. Where conflicts emerge between strategic sequencing and operational requirements, Council will evaluate adjustments through transparent discussion.

Priority initiatives may be phased to preserve implementation quality. Tier 1 initiatives remain the primary focus of 2026, and lower-tier initiatives may be deferred if necessary to maintain service stability.

What This Plan Does Differently

This Strategic Plan introduces several important shifts in how City Council conducts its work:

- **Create a calendar prioritizing issues to be addressed**, reducing fragmentation and distraction
- **Clear expectations for preparation** by staff and committees
- **Defined outcomes and deliverables**, not just discussion
- **Built-in accountability**, through measurable progress and structured reporting
- **Flexibility with documentation**, allowing for adjustments while preserving transparency
- **Alignment with current work programs and externally driven deadlines** allows for potential adjustments
- **Phased development of dashboards & reporting tools**, prioritizing core finance and operational metrics first

Clarification on Reporting & Metrics

The Council acknowledges that expanded reporting requirements require staff time for data validation, system configuration, and analysis. The first year of new metrics implementation may serve as a baseline data collection period. Performance targets will be refined once reliable baseline data is established to ensure that benchmarks are realistic and meaningful.

City Council Participation

This Strategic Plan was developed through the direct participation of the Geneva City Council, as well as input from key members of City Hall. All members contributed input, perspective, and prioritization that shaped the strategic themes, tiered initiatives, and 2026 action framework outlined in this document.

The following elected officials participated in the development of the 2026–2027 City Council Strategic Plan:

- **Jim Cecere**, Mayor
- **Ahmad Whitfield**, Councilor at Large
- **John Brennan**, Councilor at Large
- **Chris Lavin**, Councilor, 1st Ward
- **Ben Gummo**, Councilor, 2nd Ward
- **Pat Grimaldi**, Councilor, 3rd Ward
- **Peter Gillotte**, Councilor, 4th Ward
- **James Petropolous**, Councilor, 5th Ward
- **Jamie Kaim**, Councilor, 6th Ward

Each member provided substantive input and participated in the prioritization process that produced this Strategic Plan.

Moving Forward

The success of this Strategic Plan depends on consistent follow-through and shared commitment. It requires:

- Adherence by City Council to the adopted priorities and monthly focus
- Timely and thorough preparation by City staff and advisory committees
- Honest evaluation of progress, trade-offs, and outcomes
- Clear and ongoing communication with residents about goals and results

If implemented as intended, this Strategic Plan will position the City of Geneva to make measurable progress on housing stability, fiscal discipline, downtown revitalization, infrastructure investment, and public trust. This will lay a strong foundation for 2026 and beyond.

II. 2026 Strategic Priorities *(From the Prioritization Session)*

Council priorities were ranked and grouped into three tiers based on combined scores.

TIER 1: Critically Important (Primary 2026 Focus)

These items will receive the greatest time, staffing, and policy attention in 2026.

1. Housing & Development (Highest Priority)

Why it matters: Housing stability underpins population growth, neighborhood health, affordability, and tax base sustainability.

2026 focus areas

- Homeownership incentives and pathways
- Zoning clarity and predictability
- Rental property accountability and licensing
- Vacant and blighted property enforcement

Target 2026 outcomes

- A clear and publicly adopted housing strategy guiding City policy and investment.
- Increase in primary home ownership rates
- Increase in market-rate housing stock
- Expanded pathways to homeownership, particularly for first-time and moderate-income buyers.
- Consistent accountability and standards for rental properties.
- Systematic reduction of vacant and blighted properties.
- Zoning rules that are clear, predictable, and aligned with housing goals.
- Visible improvement in neighborhood conditions citywide.

Implementation Phasing

Comprehensive housing reform—including rental licensing frameworks, zoning adjustments, enforcement expansion, and incentive program development—may require phased implementation beyond 2026.

Adoption of a housing strategy in 2026 establishes direction and framework. Program rollout and regulatory implementation may extend into 2027 based on legal review, staffing capacity, and fiscal considerations.

Tier 1 housing priorities remain a primary focus of 2026.

Primary launch period: April 2026

2. Budget & Finance Process

Why it matters: Council identified the need for greater transparency, predictability, and discipline in financial decision-making.

2026 focus areas

- Full understanding of cash position and debt obligations
- A clearer annual budget development process
- Creation or enhancement of a Capital Improvement Plan (CIP)
- Waste reduction and prioritization discipline
- Review of current healthcare & benefit costs

Key 2026 outcomes

- A shared Council understanding of the City's cash position, debt profile, and long-term obligations.
- Creation of a debt strategy
- A defined, repeatable, and transparent annual budget development process.
- Adoption and active use of a Capital Improvement Plan (CIP).
- Budget decisions explicitly aligned with Council's strategic priorities.
- Grant strategy
- Tax reduction plan
- Improved public understanding and confidence in the City's budget.

Primary work periods

- January-April (financial baseline)
- April (budget presentation & process review)
- September–November (budget development and adoption)

Financial Planning Approach & Implementation

Financial figures discussed during early framework sessions are planning-level estimates and may change based on updated pricing, procurement outcomes, and fiscal modeling.

Development of a Five-Year Financial Plan, Capital Improvement Plan, debt strategy, grant strategy, and tax policy framework may require sequencing across 2026–2027. The Council will prioritize foundational financial transparency and CIP framework development during 2026.

3. Downtown & Economic Development

Why it matters: Vacancy, underutilized buildings, and fragmented economic development structures undermine confidence and growth.

2026 focus areas

- Zero-based review of economic development entities (BID, LDC, IDA, City office)
- Downtown vacancy and activation strategies
- Events, partnerships, and corridor vitality
- Stronger coordination with HWS and nonprofits
- Maximize the impact of the visitor economy

Key 2026 outcomes

- Clear roles, goals, and accountability for economic development agencies.
- Reduction in vacant storefronts and underutilized downtown properties.
- Increased downtown activity through events, partnerships, and placemaking.
- Adoption of a visitor economy strategy.
- Strong collaboration between the City, BID, LDC, IDA, nonprofits, and HWS.
- Improved perception of downtown among residents and visitors.
- Should it be determined and adopted by Council and any corresponding agencies, an implementation plan will be outlined which may extend through 2027

Primary work periods

- February and August 2026

4. Infrastructure

- Long-term water, sewer, and stormwater planning
- Integrate watershed protection and stormwater resilience into capital planning
- Continue to support Shade Tree and Public Works efforts in maintaining and expanding the urban forest
- Encourage collaboration with environmental partners on lake protection and water quality initiatives
- Evaluate opportunities within the Castle Creek corridor for improved environmental design, including potential daylighting feasibility and pedestrian connectivity enhancements
- Grant readiness and capital sequencing
Primary months: April–June 2026

Key 2026 Target Outcomes:

- Adoption of a long-term strategy for water, sewer, and stormwater systems.
 - Stormwater and watershed considerations are integrated into infrastructure design decisions
- Clearly sequenced and financially realistic infrastructure priorities.
- Coordinated pursuit of state and federal infrastructure grants.
- Prioritized sidewalk, street, and drainage improvements.
- Infrastructure investments aligned with housing and economic development goals.
- Urban forest maintenance and planting programs remain stable or strengthened
- Formal coordination with environmental stakeholders, including local environmental leadership, on lake and creek-related initiatives
- Preliminary feasibility review of environmental design enhancements along the Castle Creek corridor

Capital Delivery Safeguard

Infrastructure strategy development will be coordinated with existing capital delivery schedules and grant compliance requirements.

The Council recognizes that mid-year expansion of capital scope may affect contractor timelines and funding benchmarks. Strategic infrastructure priorities will be sequenced to preserve execution quality.

TIER 2: Very Important (Major Policy Work in 2026)

These areas receive structured attention once Tier 1 foundations are established.

5. Recreation & Youth Opportunities

- Ice rink future and cost containment
 - Youth programming and workforce pathways
 - Park utilization and partnerships
- Primary month:** April 2026

Key 2026 Target Outcomes

- A clear decision or long-term plan for the future of the ice rink.
- Expanded or better-coordinated youth programming.
- Increased utilization of City parks and recreational facilities.
- Partnerships that leverage City assets without increasing long-term costs.
- Recreation investments aligned with community needs and fiscal capacity.

6. Public Safety

- Police and fire needs assessment
 - Role of DPW and code enforcement
 - Traffic calming and infrastructure safety
- Primary month:** May 2026

Key 2026 Target Outcomes

- A shared understanding of the roles and needs of police, fire, DPW, and code enforcement.
- Clearly documented staffing, equipment, and facility needs.
- Systematic approach to traffic calming and street safety.
- Code enforcement aligned with neighborhood stability and housing goals.
- Sustained or improved resident confidence in public safety services.

Operational Impact Analysis Requirement

Any proposed structural changes to public safety services, including shared service restructuring or reassignment of specialized functions, will require a formal operational and fiscal impact analysis prior to implementation.

Such analysis will address:

- Staffing implications
- Recruitment and retention considerations

- Service continuity risks
- Regulatory compliance
- Fiscal sustainability

Needs assessments are evaluative and advisory unless otherwise directed by formal Council action.

7. Governance & Oversight

- Council–staff roles and accountability
- KPIs, dashboards, and metrics
- Boards and commissions review
- Ethics code, charter review, and comprehensive plan alignment
Primary focus: Q1–Q2 2026

Key 2026 Target Outcomes

- Clear definition of roles and responsibilities between Council and City staff.
- Review and alignment of boards and commissions with City priorities.
- Adoption and use of dashboards or performance tracking tools.
- Updated and consistently applied ethics standards.
- Efficient, focused, and policy-oriented Council meetings.

Governance Sequencing

Administrative improvements, dashboard development, and board reviews will be prioritized in 2026.

Structural charter changes and broader governance reforms may extend into 2027 to ensure proper legal review, public engagement, and orderly transition.

8. Shared Services & Efficiency

- Inter-municipal collaboration
- Cost reduction without service loss
- Institutional partnerships
Primary month: May 2026

Key 2026 Target Outcomes

- Identification and evaluation of opportunities for shared services.
- Expansion of inter-municipal and institutional partnerships where cost-effective.
- Maintenance or improvement of service quality while containing costs.
- Reduction of duplicative services and processes.

TIER 3: Important, Integrated Work

These priorities are woven into 2026 work rather than standing alone.

9. Comprehensive Plan Update

- Launch Q1 2026

Key 2026 Target Outcomes

- Launch and continued advancement of the Comprehensive Plan update.
- Broad and inclusive community engagement throughout the process.
- Alignment of Comprehensive Plan recommendations with Council priorities.
- Use of the Comprehensive Plan as a living policy reference.

Multi-Phase Approach

The Comprehensive Plan update is a multi-phase process that may span multiple fiscal years. 2026 milestones may include launch, community engagement, data gathering, and draft framework development rather than final adoption.

10. Charter Review

- Committee formation and scope definition
- Primary work beginning May 2026

Key 2026 Target Outcomes

- Establishment of a Charter Review Committee with clear scope and timeline.
- Identification and evaluation of priority governance issues.
- Delivery of actionable modernization recommendations to Council.
- Transparent and accessible public review process.

11. Inclusion & Equity Initiatives

- Reestablish Human Rights Commission
- Ward-level communication and town halls
- Integrated throughout 2026

Key 2026 Target Outcomes

- Reestablishment and activation of the Human Rights Commission.
- Improved communication and engagement across all wards.
- Accessible and inclusive public participation opportunities.

- Consideration of equity impacts in City policies and decisions.

Workforce Alignment

Performance accountability systems will be paired with employee development, succession planning, and retention strategies to strengthen institutional continuity and workforce stability.

III. 2026 Month-by-Month Council Work Plan (Condensed)

The month-by-month schedule represents intended focus sequencing, not a rigid execution guarantee. Adjustments may occur due to grant deadlines, procurement timelines, emergency operational demands, or staffing constraints.

Tier 1 initiatives will retain primacy in sequencing decisions.



Geneva City Council
Agenda Item Briefing

To: City Council

From: Director Venuti

Meeting Date: April 1, 2026

Item Title: DPW Equipment Surplus 1Q26

Action Required:

Requesting Council to approve and authorize City Manager to dispose of surplus equipment inventory by auctioning.

Background:

The attached list of City owned assets have reached their beneficial useful life.

Alternatives:

Keeping equipment in use may cause additional maintenance spending. Donating equipment to non-profits and or selling items for metal scrap recycling may be alternatives to auctioning.

Financial Impact:

All items will be posted and publicly auctioned, with all proceeds applied to the Equipment Amortization Budget Fund.

**RESOLUTION # 18-2026
DECLARING CERTAIN PROPERTY AS SURPLUS**

WHEREAS, the City of Geneva maintains an inventory of equipment and supplies for the provision of certain municipal services; and

WHEREAS, the attached schedule of equipment and supplies no longer contributes value to the City's operations; and

WHEREAS, the equipment and supplies in the attached schedule may either be sold or traded to derive any final value to the City.

NOW, THEREFORE BE IT RESOLVED, that the Geneva City Council, hereby and in due form, does direct the City Manager to dispose of the equipment in the attached schedule. The proceeds of any sale shall be applied to the Equipment Amortization Fund.

Department of Public Works Surplus Equipment April 2026

- 2009 FORD F250 SUPER DUTY w/ PLOW 1FTNF215X9EA3223; MILES 73,000
- 2014 FORD F250 SUPER DUTY w/ PLOW 1FTBF2B69EEB36528; MILES 64,800
- 2013 FORD F250 SUPERDUTY 1FT7X2B64DEB00828; MILES 88,900
- 2016 FORD F150 1FTMF1EF1GKD82816; MILES 90,400
- 2014 FORD FOCUS 1FADP3K27EL361010; MILES xxx
- 2005 INTERNATIONAL 4300 BUCKET TRUCK 1HTMMAAP05H692487; MILES 95,200
- 2001 ZAMBONI ICE RESURFACER MODEL 500 SERIAL 7241; HOURS 4,600
- 2000 BOMAG BW100AD-3 DBL DRUM COMPACTOR SN101150510789; HOURS 2,900
- 2013 JCB 406B LOADER 1CY BKT, FORKS SN 406P0H01301824; HOURS 4,500

- 2016 TORO TURFMASTER MOWER 5000 SERIES; HOURS 1,500
- 2008 JOHN DEERE X540 MOWER; HOURS N/A
- JOHN DEERE X540 MOWER; HOURS 713
- 2002 TORO GROUND MASTER 325D SERIAL 200000437; HOURS 12,350
- TORO MOWING DECK 60 INCH
- TORO SNOW PLOW BLADE 60 INCH

- INGERSOLL RAND 12" JUMPING JACK TAMPER EC-10 SN 1310145; HOURS N/A
- STONE 19"x17" PLATE COMPACTOR S28A SN 3621225; HOURS N/A
- HUSQVARNA BACKPACK COMMERCIAL LEAF BLOWER MODEL 150BT; HOURS N/A
- BELAIRE COMPRESSOR MODEL 318VL 7.5 HP TWO STAGE 80 GAL; NEEDS BEARING
- CLARKE LV-30 LITTER VAC 305CC BRIGGS SN 26910; HOURS N/A
- HONDA NAC NGK-6000E GENERATOR PARTS ONLY
- ANTIQUE CAST IRON MERCANTILE PLATFORM SCALE w BALANCER & WEIGHTS
- SET OF (4) - GOODYEAR 12R22.5 G731 MSA TRUCK TIRES; NEW OLD STOCK
- SET OF (2) - FORD CALIBRATED WATER METER GALV. TESTING TANKS 80 GAL/1.0 CF
- SET (4) - OFFICE DESK WORKSTATION
- SET (?) MISCELLANEOUS OFFICE TASK CHAIRS
- SET (6) - COMMERCIAL STEEL DOORS HEIGHT 95.25 in X WIDTH 45.25 in
- SET (2) - COMMERCIAL STEEL DOORS HEIGHT 95.25 in X WIDTH 39.25 in



Geneva City Council Agenda Item Briefing

To: Geneva City Council

From: Amie Hendrix, City Manager

Meeting Date: April 1, 2026

Item Title: TWO RESOLUTIONS ADOPTING TWO ADMINISTRATIVE POLICES – **CUSTOMER EXPERIENCE POLICY & ARTIFICIAL INTELLIGENCE (AI) USE POLICY**

Action Required:

Approval of a resolution adopting two administrative policies:

1. City of Geneva Customer Experience Policy
2. City of Geneva Artificial Intelligence (AI) Use Policy

Summary of Action:

City policies serve as an essential tool to guide operations, ensure consistency in service delivery, promote transparency, and maintain compliance with applicable laws and regulations. They also formalize current practices, establish clear expectations for staff, and support accountability across all departments.

The City continues to advance its administrative policy framework to better reflect modern service expectations and evolving technology. These proposed policies align with current operational practices already in use across departments, establish clear and consistent standards for staff conduct and decision-making, provide transparent expectations to the public, support risk management, data protection, and legal compliance, and serve as practical guidance documents for daily City operations. Both policies have been developed in coordination with relevant departments, reviewed by management, and reflect input from legal and operational perspectives.

This resolution adopts the following attached policies:

Customer Experience Policy: This policy establishes uniform expectations for how City representatives interact with residents, businesses, and stakeholders across all service channels. It defines service standards, response time expectations, access points, and accountability measures. This policy reflects existing service delivery practices while creating a consistent, Citywide standard.

Office of the City Manager

Amie M. Hendrix

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Key elements include:

- Standardized customer service expectations (professionalism, responsiveness, accuracy)
- Defined response timelines (36–48 hours depending on request type)
- Clear guidance on service access, communication, and complaint resolution
- Applicability to all staff, departments, and service methods

Artificial Intelligence (AI) Use Policy: This policy establishes guidelines for the responsible, ethical, and secure use of AI tools by City personnel. This policy ensures that emerging technologies are used in a manner consistent with public sector responsibilities and safeguards

Key elements include:

- Permitted uses such as drafting, research, and administrative support
- Strict prohibitions on entering confidential or sensitive information into AI tools
- Requirement for human review, verification, and accountability
- Transparency and disclosure requirements when AI is used
- Emphasis on public trust, sustainability, data protection, and legal compliance

Alternatives:

- Council may choose to adopt one policy and not the other
- Council may request revisions prior to adoption
- Council may choose not to adopt, in which case current informal practices will continue without standardized guidance

Financial Impact:

None. These policies formalize existing practices and utilize current staff and resources.

RESOLUTION # 19-2026
ADOPTING THE CITY OF GENEVA ARTIFICIAL INTELLIGENCE (AI) USE POLICY

WHEREAS, the use of artificial intelligence technologies is increasingly integrated into administrative and operational functions within government; and

WHEREAS, the City of Geneva recognizes both the opportunities and risks associated with AI, including impacts on data privacy, accuracy, legal compliance, sustainability, and public trust; and

WHEREAS, the Artificial Intelligence (AI) Use Policy has been developed to establish clear standards for the responsible, ethical, and secure use of AI tools by City personnel; and

WHEREAS, the policy formalizes current and anticipated practices by defining permitted uses, prohibitions, data protection requirements, and expectations for transparency and accountability; and

WHEREAS, the policy ensures that AI tools support, but do not replace, human judgment and that all work products remain under the responsibility of City representatives; and

WHEREAS, the policy has been reviewed by staff, management, and appropriate stakeholders in accordance with the City's policy development procedures;

NOW, THEREFORE, BE IT RESOLVED, that the Geneva City Council hereby adopts the City of Geneva Artificial Intelligence (AI) Use Policy; and

BE IT FURTHER RESOLVED, that this policy shall be incorporated into the City's Administrative Policy Manual and serve as guidance for the appropriate use of technology in City operations; and

BE IT FURTHER RESOLVED, that all City personnel shall adhere to the standards and requirements set forth in the policy.

Policy Name: City of Geneva Use of AI Policy

Policy Category: Administrative (Policy Development and Standards)

Scope of Policy: To establish procedures on how artificial intelligence (AI) tools may be used by City personnel; establish clear limitations on use; ensure protection of data; maintain compliance with applicable laws, regulations, and City policies; and require appropriate disclosure, citation, and accountability when AI tools are utilized.

Reference: None

Modification Dates: April 2026

Responsible Department or Office: Information Technology

General Information: Artificial Intelligence (AI) tools are increasingly used to assist with research, drafting, data analysis, and administrative efficiency. While these tools may provide benefits, they also present risks related to data privacy, accuracy, legal compliance, intellectual property, and public trust.

This policy establishes standards for the responsible, ethical, and transparent use of AI by City of Geneva personnel to ensure that City operations remain secure, lawful, accountable, and consistent with public service requirements.

Next Scheduled Review: April 2031

Definitions:

Artificial Intelligence (AI): Computer systems or software capable of performing tasks that typically require human intelligence, including but not limited to text generation, data analysis, pattern recognition, image generation, and decision support.

AI Tool: Any application, platform, or service that uses artificial intelligence or machine learning to generate content, analyze data, or automate tasks.

Confidential Information: Any non-public information protected by law, policy, or agreement, including personally identifiable information (PII), personnel records, medical information, financial data, law enforcement information, and attorney-client privileged material.

Plagiarism: The presentation of AI-generated or third-party content as original work without proper disclosure, attribution, or citation

Policy Statement: The City of Geneva permits the limited and responsible use of AI tools to support administrative efficiency, research, and service delivery, provided such use

protects sensitive information, complies with all applicable laws and City policies, and maintains transparency, accountability, and ethical standards.

AI tools shall support, but shall not replace, human judgment, professional responsibility, or legal authority. City personnel remain fully responsible and accountable for all work products, decisions, communications, and outcomes, regardless of whether AI tools are used in their development.

Policy:

1. Permitted Uses

AI tools may be used by City personnel for legitimate governmental purposes such as:

- Drafting internal documents, summaries, or reports
- Research, information gathering, and background analysis
- Editing for tone, clarity, grammar, or formatting
- Administrative planning, scheduling and workflow assistance

All AI assisted work must be reviewed, verified, and approved by the employee prior to use, reliance, or distribution. AI-generated content shall not be used as a final authority without human review.

2. Prohibited Use

AI tools shall not be used to:

- Enter, upload, or process confidential, sensitive, or protected information
- Generate legal opinions, final policy determinations, disciplinary actions, or enforcement decisions without human review and approval
- Replace professional judgment, regulatory analysis, or statutory interpretation
- Circumvent public records, retention, or transparency requirements
- Misrepresent AI-generated content as original human work
- Engage in any use that violates City policy, contractual obligations, or applicable law

3. Data Protection and Security

- Confidential, personal, or protected data shall never be entered into AI tools unless expressly approved and secured in accordance with City IT and legal standards.
- City personnel shall comply with all applicable local, state, and federal laws related to privacy, data protection, cybersecurity, and records retention.
- AI tools must not be used in a manner that compromises City systems, networks, or data integrity or information security.

- Use of externally hosted or vendor provided AI tools may be restricted or prohibited by the Information Technology Department.

4. Accuracy and Compliance

- AI-generated content may contain inaccuracies, bias, or outdated information.
- Employees are responsible for independently verifying accuracy, legality, and appropriateness before use.
- All AI-assisted content must comply with City policies, codes, labor agreements, and applicable laws and regulations.

5. Transparency, Disclosure, and Citation

When artificial intelligence tools materially assist in the creation of written content, research, analysis, reports, or public-facing documents, such assistance shall be clearly disclosed

The following sample citations may be used, as appropriate to the document type:

- Internal Document Disclosure: “This document was prepared with the assistance of an artificial intelligence tool and was reviewed, verified, and finalized by City of Geneva staff.”
- Policy, Report, or Public-Facing Document Disclosure: “Portions of this document were drafted using an artificial intelligence tool to assist with research and language development. All content was reviewed and approved by City of Geneva personnel for accuracy and compliance.”
- Research or Background Memorandum Disclosure: “Background research for this memorandum included the use of an artificial intelligence tool. Sources and conclusions were independently evaluated by City staff prior to inclusion.”

Disclosure statements shall be clear, accurate, truthful, and proportional to the extent of AI assistance provided.

6. Plagiarism and Attribution

- AI-generated content shall not be presented as original authorship without appropriate disclosure or attribution.
- Proper citation or disclosure is required when AI tools contribute to written materials, research, or analysis.
- Employees remain responsible for ensuring originality, intellectual honesty, and compliance with copyright, attribution and standards.

7. Public Trust and Ethics

City personnel shall use AI tools in a manner that upholds public confidence, avoids bias or discrimination, supports fairness and accountability and aligns with the City's ethical standards and mission.

Organizational resources, including time, data, and technology as well as community resources such as water that support AI must be used responsibly and efficiently. When using AI tools, employees should remain mindful of the environmental impacts associated with computing and infrastructure demands and act as responsible stewards of public resources.

Procedures:

1. Departments utilizing AI tools shall ensure employees receive guidance on acceptable uses, limitations and risks.
2. The City Manager's Office, in coordination with Information Technology and Legal Counsel as appropriate, may issue supplemental guidance, restrictions, or approvals regarding AI tool use.
3. Suspected misuse or inappropriate use of AI tools shall be reported through appropriate supervisory or administrative channels.
4. Violations of this policy may result in corrective or disciplinary action consistent with City personnel policies and applicable collective bargaining agreements.
5. All personnel will sign an annual acknowledgement of this policy

Approval Date: February 2026

This policy shall be reviewed at least every five (5) years or sooner if required due to changes in technology, law, or operational needs.

Artificial Intelligence (AI) Use Policy – Staff Acknowledgement Form

Employee Name: _____

Job Title: _____

Department/Office _____

Supervisor Name: _____

Date: _____

Acknowledgement of Receipt and Understanding

I acknowledge that I have received, read, and understand the City of Geneva Use of Artificial Intelligence (AI) Policy:

I understand that:

- AI tools may only be used in accordance with City policy and for legitimate governmental purposes.
- I am personally responsible for all work products, decisions, and communications, including those that may be assisted by AI tools.
- Confidential, sensitive, or protected information may not be entered into AI tools.
- AI-generated content must be reviewed for accuracy, compliance, and appropriateness before use.
- The use of AI does not replace professional judgment or legal responsibility.
- AI-assisted work must not constitute plagiarism and may require disclosure or citation as outlined in the policy.
- Violations of the AI policy may result in corrective or disciplinary action in accordance with City personnel policies and applicable collective bargaining agreements.

I agree to comply with the City of Geneva Use of AI Policy and any future guidance or updates issued by the City Manager’s Office.

Employee Certification:

By signing below, I certify that I understand and agree to adhere to the City of Geneva Use of Artificial Intelligence (AI) Policy.

Employee

Signature: _____ Date _____

RESOLUTION #20-2026
ADOPTING THE CITY OF GENEVA CUSTOMER EXPERIENCE POLICY

WHEREAS, effective and consistent customer service is essential to maintaining public trust, transparency, and accountability in municipal operations; and

WHEREAS, the City of Geneva delivers services across multiple departments and locations, requiring clear and consistent service standards for all personnel; and

WHEREAS, the Customer Experience Policy has been developed to formalize current practices, establish clear expectations for delivery of service, and ensure residents, businesses, and visitors understand how to access City services and what level of responsiveness they may expect; and

WHEREAS, the policy provides operational guidance related to communication standards, response timelines, service access, and complaint resolution consistent with modern municipal practices; and

WHEREAS, the policy has been reviewed by staff, management, and appropriate stakeholders in accordance with the City's policy development procedures;

NOW, THEREFORE, BE IT RESOLVED, that the Geneva City Council hereby adopts the City of Geneva Customer Experience Policy; and

BE IT FURTHER RESOLVED, that this policy shall be incorporated into the City's Administrative Policy Manual and serve as a guiding framework for City operations and service delivery; and

BE IT FURTHER RESOLVED, that all City representatives shall comply with the standards established therein.

Policy Name: City of Geneva Customer Experience Policy

Policy Category: Administrative (Policy Development and Standards)

Scope of Policy: The purpose of this policy is to establish clear, consistent, and transparent expectations for customer service delivery by City of Geneva departments and personnel. This policy is intended to ensure that residents, businesses, and visitors understand - how to access City services, where services are provided, and what level of responsiveness they can expect, while recognizing the operational demands and staffing structures of municipal government.

Reference: Resolution B of 2026

Modification Dates: April 2026

Responsible Department or Office: City Manager's Office

General Information: The City of Geneva is committed to providing professional, respectful, accurate, and timely customer service in a manner that promotes public trust, accountability, and compliance with applicable local, state, and federal laws and regulations.

Next Scheduled Review: April 2031

Definitions:

Customer: For purposes of this policy, a customer includes, but is not limited to:

- City of Geneva residents
- Visitors and members of the public
- Business owners, tenants, landlords, and property managers
- Contractors, developers, and design professionals
- Permit applicants and event organizers
- Partner agencies and internal City staff

Policy Statement:

This policy governs all customer interactions conducted in person, by telephone, email, written correspondence, online platforms, or other electronic means.

This policy applies to all City of Geneva departments, offices, boards, and personnel, including:

- Full-time and part-time employees
- Appointed and Elected officials and officers

- Volunteers and interns
- Employees working on-site, remotely, or in hybrid arrangements

Policy:

Customer service within the City of Geneva is delivered across multiple departments and divisions, rather than through a single centralized administrative services unit. While service delivery models may vary by department, all City personnel are expected to adhere to the standards outlined in this policy.

The first-floor service window at City Hall serves as the primary public-facing point of contact within City Hall and provides general assistance and direction to appropriate departments. This service window is open Monday through Friday, 8:30 a.m. to 4:00 p.m., excluding holidays.

Customer Service Standards

City of Geneva personnel shall adhere to the following service standards:

- Treat customers with respect and a friendly, polite demeanor
- Provide prompt, accurate, and efficient service
- Maintain customer privacy in accordance with local, state, and federal laws
- Keep customers informed of delays, extensions, deadlines, or status updates
- Determine the customer's preferred method of communication when feasible

Response Time Expectations

The City's goal is to respond to customer inquiries and service requests as follows:

- Within 36 hours:
 - Return phone calls, emails, or website inquiries
 - Respond to routine service calls, maintenance requests, or documentation requests
- Within 48 hours:
 - Respond to formal complaints

Responses are provided during regular business hours, Monday–Friday, 8:30 a.m. to 4:00 p.m., unless departmental operations extend beyond those hours. Departments operating evenings or weekends may respond during those hours of operation.

If a staff member is unavailable for an extended period, customers shall be directed to an alternate contact when possible.

Access to City Services

Walk-in service is available at the following locations during normal business hours:

- City Hall: Clerk services such as birth and death certificates and/or marriage licenses, FOIL requests, finance, scheduling coordination, billing, planning, zoning, and code enforcement
- Police Department: Records, tickets, handicap passes, and administrative services
- Fire Department: Administration, permits, code enforcement, and fire marshal services

Certain services, including water bills and property tax payments, are coordinated with Lyons National Bank.

Scheduling Meetings

Departmental webpages list physical locations, hours of operation, phone numbers, and email addresses. Customers may use these contacts to schedule appointments with staff or officials.

A complete City staff directory is maintained on the City website.

Department Locations and Hours

This policy recognizes that City departments operate across multiple facilities. City Hall houses several departments, while others operate from alternative locations due to operational needs. Department locations and hours shall be publicly posted and maintained online to promote transparency and access.

Emergency Services

Requests for emergency assistance or after-hours service shall be directed to the 911 Center, which is staffed 24 hours a day. Members of the public may also access emergency assistance via call buttons located at public safety facilities.

Complaint Resolution

Each department is responsible for addressing inquiries and complaints related to the services it provides. The City shall:

- Attempt to resolve concerns directly and promptly
- Prioritize infrastructure and safety-related service calls
- Inform customers of expected resolution timelines
- Notify customers once an issue has been resolved

If a complaint is complex or requires extended discussion, customers may be encouraged to schedule a private appointment during regular business hours.

Concerns regarding availability of customer service or staffing access that remain unresolved may be directed to the City Manager with detailed information to allow for appropriate review and corrective action.

Accountability and Training

All City personnel are responsible for compliance with this policy. Supervisors shall model professional conduct and address deficiencies when identified. Training related to customer service, communication, and professional conduct may be provided as appropriate.

Approval Date: April 2026



Geneva City Council Agenda Item Briefing

To: Geneva City Council

From: Amie Hendrix, City Manager

Meeting Date: April 1, 2026

Item Title: RESOLUTION APPOINTING FAIR HOUSING OFFICER

Action Required:

Approval of a resolution appointing Assistant City Manager Taylor Youngs as Fair Housing Officer

Summary of Action:

This resolution appoints the Assistant City Manager as the City's Fair Housing Officer. This designation is necessary to ensure the City remains compliant with requirements associated with New York State's Pro-Housing Communities designation, which encourages municipalities to adopt policies and practices that support fair and equitable housing access. Maintaining this designation is important as it positions the City to remain competitive and eligible for various State funding opportunities, including discretionary grant programs that prioritize or require Pro-Housing certification.

The City's current Fair Housing Officer transitioned to a different role, creating the need to formally designate a new staff member, now that the City's restructuring of the organization has been implemented. Staff recommend assigning this responsibility within the City Manager's Office to support cross-departmental coordination, policy alignment, and consistent implementation of fair housing practices across City operations.

Alternatives:

- Council may choose to not adopt this Resolution which would maintain these responsibilities with the current Fair Housing Officer

Financial Impact:

None. These policies formalize existing practices and utilize current staff and resources.

Office of the City Manager

Amie M. Hendrix

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RESOLUTION #21-2026
**APPOINTING A FAIR HOUSING OFFICER IN COMPLIANCE WITH FAIR HOUSING AND PRO-
HOUSING COMMUNITY POLICIES**

WHEREAS, the Office of Fair Housing and Equal Opportunity administers federal laws and established national policies to assure that all Americans have equal access to the housing of their choice, and;

WHEREAS, the City of Geneva wishes to have a officer who will implement and enforce the Fair Housing Act, and;

WHEREAS, the City Council of the City of Geneva, New York recommends the appointment of the Assistant City Manager as the Fair Housing Officer for the City of Geneva.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Geneva, New York that the Assistant City Manager be assigned to oversee that fair housing regulations are followed and act as the primary point of contact for all fair housing related issues.

THE GENEVA CITY COUNCIL
JOURNAL OF PROCEEDINGS
SPECIAL COUNCIL MEETING

February 17, 2026 – 7:00 PM
City Hall – 2nd Floor Conference Room
47 Castle Street
Geneva, NY 14456

Presiding – Jim Cecere, Mayor

1. ROLL CALL:

Present: Clr. Brennan, Clr. Kaim, Clr. Petropoulos, Clr. Gillotte, Clr. Lavin, Clr. Gummoie,
Clr. Grimaldi
Absent: Clr. Whitfield

2. PRESENTATION- DPW Briefing

Joe Venuti, Director of Public Works, introduced himself to the Mayor and Council, noting that he is a lifelong resident with a background in heavy highway construction who returned to the city in 2020 and was honored to be selected as Director. He expressed pride in the Public Works team and their commitment to serving the community. Public Works is the city's largest department in both budget and staffing, managing about \$8 million across the General, Water, and Sewer Funds—roughly 30% of the city's \$22 million operating budget. The department is organized into divisions aligned with those funds but operates collaboratively, with 50.5 full-time equivalent employees across management and three union groups. The General Fund supports engineering, highway maintenance, code enforcement, and buildings and grounds; the Water Fund oversees water treatment and distribution; and the Sewer Fund covers sewer maintenance and wastewater treatment.

The Engineering Division, a small three-person team at City Hall, manages project design, grant administration, capital planning, and customer service while handling thousands of inquiries each year. Highway and Sewer Maintenance staff maintain 82 miles of streets and the sanitary sewer system serving about 4,300 customers, along with thousands of storm and sanitary structures and a fleet of more than 100 vehicles and equipment units. Code Enforcement staff enforce local ordinances and state building codes to protect public safety, while the Buildings and Parks Division maintains

city facilities, parks, and cemeteries through custodial work, maintenance, and groundskeeping. The Water Treatment Plant staff operate facilities including an 1887 filtration plant, a five-million-gallon reservoir, and a pumping station to produce safe drinking water, while the Water Maintenance Division oversees more than 60 miles of water mains serving about 4,500 customers and maintaining hundreds of hydrants and valves.

Much of the city's infrastructure is aging, with some water mains more than 100 years old. On average, the city experiences 30–35 water main breaks per year, with each repair costing about \$10,000 per day. Break frequency can fluctuate depending on weather and infrastructure conditions, and 2026 began above average due to prolonged cold weather and ground frost. The city replaces water mains during major reconstruction projects, such as the recent \$4.1 million Lafayette Avenue project, though replacing the entire 82-mile system would require major long-term investment. The city is testing coated ductile iron pipe to improve durability in the region's corrosive soil. Meanwhile, the wastewater treatment plant—originally built in 1972 and upgraded over time—treats about one billion gallons of wastewater annually, while the water treatment plant produces roughly 640 million gallons of drinking water each year. Public Works staff remain on call around the clock to maintain these essential systems, though much of their work goes unnoticed when infrastructure functions properly.

Looking ahead, priorities for 2026 include advancing capital projects, maintaining reliable water and wastewater operations, addressing aging infrastructure, and continuing data-driven planning despite challenges such as inflation, equipment failures, and severe weather. Projects underway or planned include water main improvements on Castle and Clinton Streets, structural evaluation of the water treatment plant's slow sand filter, construction of a lakefront gazebo, replacement of the Middle Street Bridge with support from a \$1 million BridgeNY grant, and ongoing sewer cleaning and lining programs. The city is also evaluating long-term solutions for its streetlight system after widespread driver failures in LED fixtures installed through a grant program.

Streetlight repairs have become costly because although parts can be relatively inexpensive, labor requires multiple workers and specialized equipment. Around 15% of the lights failed in 2023, offsetting the roughly \$100,000 the city had saved by bringing maintenance in-house in 2017. With warranties expiring and failures increasing, officials are considering options such as replacing fixtures entirely, outsourcing maintenance again, adding staff, or exploring shared service agreements with nearby municipalities. The broader discussion highlighted that Public Works often operates in a reactive mode due to aging infrastructure and limited staffing, though the department benefits from strong regional cooperation for equipment and emergency support.

The Director concluded by thanking Public Works staff for their dedication during recent severe weather and infrastructure emergencies, with council members expressing appreciation for employees who worked around the clock. City officials emphasized that while budgets and capital plans are based on expected infrastructure lifespans, flexibility is necessary to respond to unexpected events such as water main breaks,

equipment failures, and harsh winters. They also noted that many grant-funded projects take years to begin, and inflation can significantly increase costs by the time construction starts. Overall, the discussion underscored the importance of long-term planning, proactive investment, and strategic prioritization to maintain aging infrastructure and reliable public services.

3. PRESENTATION - Major Infrastructure and Capital Projects Overview

Comptroller Adam Blowers presented: The City's Capital Improvement Program (CIP) is a multi-year planning tool used to guide major infrastructure investments such as streets, water and sewer systems, and city facilities. Developed collaboratively by city departments during the annual budget process, the plan typically looks five years ahead while also tracking longer-term infrastructure needs. Its purpose is to prioritize projects based on service needs and community goals, align those projects with available funding and grant opportunities, and provide transparency and predictable planning. The program also helps spread the cost of large projects over time through responsible borrowing, while remaining flexible so it can be updated each year as conditions and priorities change.

To finance capital projects, the City relies on several funding tools. Bond Anticipation Notes (BANs) provide short-term borrowing while projects are underway and are later converted into long-term bonds once final project costs are known. General Obligation Bonds are used for completed capital projects, while Water and Sewer Revenue Bonds are supported by utility revenues. The City also pursues grants and state funding, such as CHIPS, whenever possible to reduce the amount that must be borrowed. Officials emphasized that projects are not permanently bonded until they are completed so that the City only borrows the amount actually required.

The City currently maintains a strong AA- bond rating with a stable outlook, which allows it to secure favorable interest rates. Only about 13 percent of the City's constitutional debt limit is currently used, indicating there is borrowing capacity, although officials stressed that having capacity does not necessarily mean the City can afford to use it. Debt-to-revenue ratios remain within recommended ranges across the general, water, and sewer funds. Council members and staff also discussed the importance of developing additional debt metrics, such as cost per taxpayer and long-term debt trends, to better evaluate sustainability over time.

The capital plan for 2026 was originally expected to require approximately \$15 million in borrowing, but after reevaluating project timing and readiness the anticipated borrowing has been reduced to about \$5 million. Key priorities for the year include street reconstruction and resurfacing, water system improvements such as meter upgrades, sewer infrastructure maintenance, and upgrades at the water treatment plant. Replacement of a fire apparatus is also planned but will now be supported by grant

funding rather than borrowing. Some projects were postponed due to readiness issues, timing of grants, or regulatory uncertainty.

Looking ahead from 2027 through 2030, the City plans to continue focusing on coordinated reconstruction of streets and underground utilities, ongoing sewer maintenance, water system upgrades, improvements to parks and the lakefront, and the use of state CHIPS funding for resurfacing projects. Officials noted that the project list may shift depending on emergencies, infrastructure failures, grant opportunities, or other changing conditions.

Overall, the discussion emphasized the need to balance significant infrastructure needs with sustainable borrowing practices. City leadership highlighted that debt levels must remain aligned with fiscal capacity, particularly in the context of a limited or shrinking taxpayer base. Maintaining strong financial management is important for protecting the City's bond rating and keeping borrowing costs low, while flexibility remains essential due to inflation, aging infrastructure, and unexpected failures. The conversation also underscored the importance of regional cooperation and shared services as ways to manage costs while continuing to invest in essential infrastructure and maintain reliable city services.

4. ADJOURNMENT

**ACTION TAKEN by Clr. Petropoulos; seconded by Clr. Gilotte
MOVED THAT the meeting be adjourned at 7:56pm
MOTION CARRIED UNANIMOUSLY (8-1 absent)**

Alicia Jean
Deputy City Clerk

THE GENEVA CITY COUNCIL

JOURNAL OF PROCEEDINGS

REGULAR COUNCIL MEETING

February 4, 2026 – 7:00 PM
City Hall – 2nd Floor Council Chambers
47 Castle Street
Geneva, NY 14456

Presiding – Jim Cecere, Mayor

1. EXECUTIVE SESSION

ACTION TAKEN by Clr. Petropoulos; seconded by Clr. Lavin

MOVED THAT Council move to executive session at 5:33pm to discuss collective bargaining, and the employment of a particular person or persons.

MOTION CARRIED UNANIMOUSLY (7-2 absent)

ACTION TAKEN by Clr. Gillotte; seconded by Clr. Petropoulos

MOVED THAT council exit executive session at 6:57pm

MOTION CARRIED UNANIMOUSLY (7-2 absent)

2. ROLL CALL

Present: Clr. Brennan, Clr. Kaim, Clr. Petropoulos, Clr. Gillotte, Clr. Lavin, Clr. Gummo

Absent: Clr. Grimaldi, Clr. Whitfield

3. AMENDMENT TO THE AGENDA

ACTION TAKEN by Clr. Petropoulos; seconded by Clr. Gillotte

MOVED THAT the agenda be amended to add a resolution to set a public hearing for the sale of 38 Jackson Street

MOTION CARRIED UNANIMOUSLY (7-2 absent)

4. COUNCIL UPDATES

Councilor Brennan shared that Tom Burrall donated \$530 this month from Shade Tree Committee firewood sales in January, bringing the total over \$20,000. The Historic Districts Commission and Zoning Board of Appeals did not meet in January.

Councilor Kaim shared phone calls, meetings, trainings, and events that he participated in during the month of January. He also provided an update on the Recreation Advisory Board, which will meet in March and is looking to fill vacancies.

Councilor Petropoulos shared meetings and events he participated in during the month of January. He also provided an update from the LDC meeting that included a presentation from Geneva General Hospital, approval of bond issuance for HWS, funding approved for Cook Properties environmental studies, BID Winterfest, and a preliminary discussion around a Code Assistance Fund.

Councilor Gillotte shared details about the BID's Winterfest that begins February 6 and runs through February 22. The BID Annual Dinner will be held on February 12th from 5 -7 pm, tickets are now on sale for the dinner. Councilor Gillotte also shared that Police Budget Advisory Board meetings have changed to Monday's, and complimented the MLK March on January 19.

Councilor Gummoe shared that the Green Committee met twice about promoting composting at the transfer station. They are considering social media campaigns, may lend support at the Resource Recovery Park on Saturdays, and may add a composting drop off to the Farmer's Market. The Planning Board set a Public Hearing for a subdivision on February 18. Councilor Gummoe also shared that he's working with legal and the City Manager, learning about what the City can and can't do to regulate "Jake Brakes" which would require state legislation.

Councilor Lavin noted that the MLK parade was the warmest in 10 years. His IDA update included his concerns about staff involvement in the agency, and how the City and County IDA's use their money. Mayor Cecere assured Councilor Lavin that the Downtown and Economic Revitalization Ad Hoc Committee will be helpful to address Councilor Lavin's concerns.

5. PUBLIC COMMENT

Charles King, of Washington Street, shared the following comment with Council:

Last month, you appointed eight people to government positions, four republicans, three democrats and a blank. No one interviewed the appointee to the ZBA, so Council is zero for nine with powerful board interview opportunities this session.

Among the eight appointees were two members of the Geneva City Republican Committee, which holds powerful positions all across boards and staff within the City. Why does a City Council that is a majority of registered Democrats, in your case 8 Democrats and 1 Republican, stack the government with Republican party bosses? Previous Council leaders have been pretty right wing, getting uninvited from both the large colleges in the city for prioritizing 1950s social morés. This discourages thoughtful people from volunteering. Council has been largely good ol' boys who scaffold their masculinity on effusively praising the police, and then compete with each other to see who can most grandly support the government unions and rich developers. I would suggest that that is not leading but conceding, planting flags of militocracy and plutocracy. It's also not being adult men or Constitution-minded Americans. BE leaders in a democratic republic, do your actual jobs, help the police build trust without mindlessly worshipping them, and people will want to volunteer for you again.

You have an individual up for appointment to the IDA this evening who is already a member of the Zoning Board of Appeals. I would caution you from doubling up and concentrating power in too few hands. We've seen this before; the chair of the IDA serves on the Planning Board, doing Site Reviews for properties that the IDA owns or is considering for PILOTS; so, the owner or investor in a property sits on the board reviewing its site plans. The IDA/LDC have an agenda to develop, while ZBA/Planning Board have an agenda to harmonize, determining whether land should be developed or not based on neighborhood patterns, state rules, and the charter. The neighborhood harmony boards check and balance the financial investment boards. Unsurprisingly, the member who straddles both sides never votes down a project that they've already greenlighted for financial development, and never negotiates for site plan changes to get things more in line with the city's documents. The end result is that only short-term financial gain is prioritized, not social justice or environmental sustainability or neighborhood harmony, and we are weaker negotiators because we undercut our own system.

The Ward 6 councilor gave a moving speech during your special January meeting, saying that even though there are no women on Council, and even though the one minority member of Council was not present, we're still Genevans and we still look out for one another. I wish that were true of this City's Government. Look at Jackson Street or Lakeview Mental Health for recent sad reminders of how thoughtlessness, racism, classism, homophobia, ablism, majoritarianism, fearmongering, and punching down had such loud voices in those conversations. A responsible Council and responsible staff who followed City and State rules should never have allowed a 5 story skyscraper plan

in a poor 2-story neighborhood, or a 74 unit downtown apartment building with only 19 parking places—to even get to the public review stage and invite that sort of QAnon-inflected chatbot shouting match. The City has been doing mostly Hail Mary passes instead of carefully shepherding projects through following its own rules.

Christine Hoffman, of Brook Street, gave comment to Council regarding Loomis Woods being threatened by sale and demolition. She explained that although Loomis Woods may appear dangerous and unusable, it serves as a neighborhood park for Castle Hights in the 4th Ward. Ms. Hoffman shared that she has been visiting Loomis Woods consistently for 30 years, calling it a neighborhood park, used the same as other neighborhoods use their neighborhood parks. She suggested that implying that Loomis Woods is underutilized is a false narrative, calling it a wonderland for young people where children chase toads in the spring, and see chipmunks and fawns. She explained that Loomis Woods is beloved by the many children and adults that venture there.

Ray Whitfield shared the following comment with Council:

Dear Members of the Geneva City Council,

My name is Rayshawn “Ray Ray” Whitfield, and I am a lifelong Geneva resident, community organizer, father, and founder of All Purpose Promotions, a local youth- and family-focused initiative rooted right here in our city.

I’m writing with respect to formally request the opportunity to speak briefly at tomorrow night’s City Council meeting.

I wear many hats in this community—mentor, coach, promoter, advocate—but at the core, I am someone who genuinely cares about Geneva and its future. Over the years, I’ve worked closely with local families, youth, and community partners to create safe, positive spaces through basketball programs, youth mentorship, family events, and father-focused initiatives. My work is driven by one simple belief: when our kids have somewhere positive to go, they have less reason to end up somewhere they shouldn’t be.

I would appreciate the opportunity to share my perspective, experiences, and ideas on how we can continue strengthening opportunities for Geneva’s youth and families—especially through collaboration between community leaders and grassroots organizers who are already deeply connected to the people.

I come with respect for this council, appreciation for the responsibility you carry, and a sincere desire to contribute constructively to the conversation. My goal is not to complain, but to build, partner, and help move Geneva forward.

Thank you for your time and consideration. I look forward to the possibility of addressing the council and continuing to be part of the solution for our city.

Michael Pinco sent the following comment for Council, read by Clerk Tillotson:

Good evening, Mayor and members of the Council.

My name is Michael Pinco and I am a resident of Geneva.

I apologize for not personally being here tonight because of other commitments and I would like to have my comments read to the public. Our city is facing a moment that demands clarity, responsibility, and leadership.

It has been publicly reported that Councilman Ahmad Whitfield has been arrested and charged by New York State Police with criminal sale of a controlled substance and two counts of criminal possession of a controlled substance.

These are serious charges. And while every person is entitled to due process and the presumption of innocence, that principle does not eliminate the responsibility we have to protect the integrity of our local government.

A city council member cannot effectively serve while simultaneously defending against felony-level accusations of this magnitude. The demands of the legal process alone make it impossible to give full attention to constituents, policy decisions, and the daily work of governing.

More importantly, these allegations strike at the heart of public trust.

If proven true, they would represent conduct fundamentally incompatible with public service— especially in a community that is working hard to protect its children, support families, and address substance abuse. Even unproven, the nature of these charges seriously undermines confidence in this council and distracts from the work Geneva needs done.

This is not about rushing to judgment. It is about acknowledging reality.

Our city cannot afford uncertainty at the leadership level. Our residents deserve council members who can advocate without distraction and whose presence does not cast doubt over every vote, every decision, and every public interaction.

For these reasons, I strongly urge Councilman Whitfield to step down—or at minimum step aside—while these matters are resolved.

Doing so would not be an admission of guilt. It would be an act of responsibility. It would show respect for the office, for the council, and for the people of Geneva.

Public service is a privilege. When circumstances prevent an official from fully serving the public interest, the honorable course is to put the community first.

Geneva deserves leadership that is focused, credible, and worthy of its trust. Geneva deserves nothing less!

Thank you for your time. Michael Pinco

6. PROCLAMATIONS

- A. Donald McGuigan
- B. Daniel Champlin
- C. Charles Pitifer

7. SUPERVISOR UPDATE

Supervisor Regan introduced herself and explained that the City's County Supervisors will rotate sharing County updates with Council. Supervisor Regan explained the County's standing committees, and those she is assigned to. She also shared that a tourism group came through Ontario County recently and toured Geneva. Supervisor Regan shared a theme of communication and dialogue to help Geneva shine and get attention from all the bodies out there, recalling a recent City/County meeting with good dialogue. She also described some of the activities of the standing committees she is assigned to.

8. MAYOR'S REPORT

Mayor Cecere shared details of City Council's 2026 Strategic Plan that looks to 2027 and beyond, commending Council for their participation. The mayor's focus is to be transparent, with several priorities identified, that are now being reviewed by staff and Council for feedback.

Mayor Cecere provided an update on the Finance Ad Hoc Committee that in its initial meeting decided to first look at debt, then cash position intertwined with capital planning. A first draft of findings is being updated.

The Downtown & Economic Revitalization Ad Hoc Committee will focus on agencies that serve Geneva. Mayor Cecere explained that it is meant to understand existing boards, what works, and what doesn't work; how to strengthen and adjust, how to work with the County and the State.

Mayor Cecere shared an update from a recent NYCOM session in Albany where he met with other mayors and heard legislative priorities at the state level, as well as the election year budget. He recalled support that has been in place for years that has never been adjusted for inflation that the City is making up for. He shared that cuts at the federal level will be felt in quarter 4 of this year. Mayor Cecere also heard the Governor's priorities, and learned about grant opportunities.

9. CITY MANAGER'S REPORT

Assistant City Manager Youngs shared highlights of January to include lots of snow and winter events. She complimented DPW for responding diligently to snow while juggling day to day operations and water main breaks in addition to the snow event.

10. PRESENTATIONS – Geneva BID

Geneva Business Improvement District Executive Director Sydney Schumacher shared her vision for the Geneva BID with Council, reviewed the BID's primary functions, team, District boundaries, maintenance work by season, 2026 goals, recapped 2025 successes including the Earthplanters promotional video.

11. PRESENTATION – Clerk's Office Briefing

Clerk Tillotson shared the following details about the Geneva City Clerk's Office with Council:

The City Clerk is the Chief Records Officer, Records Access Officer, and Registrar of Vital Statistics for the City of Geneva and plays a vital role in municipal operations. At the Clerk's Office we manage official City records, including Council meeting minutes, ordinances, Local Laws, Resolutions, contracts, legal notices, and vital statistics like birth, death, and marriage records. In fact, our vital records archives date back to 1882, making us a key part of preserving Geneva's history. Our office also serves as a customer service hub for City Hall, ensuring residents and visitors receive efficient, first-class service. We handle a variety of licensing responsibilities, including dog licenses, taxi operator licenses and hack plates, trash hauler licenses, and trash and recycling permits to name a few. These services help keep city operations organized and compliant. You can also stop by City Hall to pay water and tax bills. Currently, we operate with two full-time staff members—the Clerk and Deputy Clerk

Looking ahead in 2026, we have four major goals:

1. Complete a records inventory project, pending grant funding
2. Formalize training for all boards and commissions
3. Centralize and digitize all City contracts and insurance documents
4. Continue to track City Charter updates in preparation for a comprehensive review in 2027

These initiatives will improve transparency, efficiency, and accessibility for both the public and City staff.

In the Clerk's Office we are strategic, detail-oriented, approachable, and committed to collaboration. Our office not only manages the City's records, but also strengthens the connection between City government and the community.

12. PRESENTATION - Information Technology

IT department is one of the few departments that are usually not dealing directly with the public, so with that in our mind our main purpose is to support any IT needs for all City departments and functions.

The IT Department has operated under a shared services agreement with the City of Canandaigua since 2015, with Department staff providing information services to both Cities.

At this point the department includes two employees, (me and our second technician, Zach). And we are in process of adding a third technician. Each of the positions are shared 50/50 with the City of Canandaigua. We are using 3rd party companies for higher level networking support.

In Geneva, we support around 170 end users, around 100 desktops and 50 laptops. We are involved in working directly with each department to discuss their needs, searching for the best solution and for the implementation of result. We are responsible for network connections in the buildings, or data connection outside of the buildings.

We are supporting any audio/video needs.

We support physical security, which includes around 90 security cameras, in downtown of the City and inside of our buildings. We have close to 60 electronic access doors.

Our focus is on cybersecurity. We have in place multiple levels of protection. Anywhere from web filter, spam filter, antivirus, Managed Detection and response, Multifactor authentication. We are monitoring our whole network; we are doing multiple daily backups for all our servers. We are providing annual phishing training to all users, twice a year we Conduct a phishing test simulation for every user in our system.

Basically, we are involved with anything that is even remotely close to the technology, and it is used for City needs.

Our goals for 2026 –

- Continue with upgrading Downtown security cameras
- Migrating servers to the newest operating system.
- Continue with our Computer replacement Program
- Cybersecurity enhancements

13. PRESENTATION - Human Resources

Director Slywka shared the following details about the City of Geneva Human Resources Department with Council: The Human Resources Department is responsible for human resource management; including civil service administration, recruiting and on-boarding new employees, benefits administration, Worker's Compensation, policies and procedures and participating in collective bargaining negotiations. The Human Resource Office maintains a focus on best practices and streamlining human resource processes to help cultivate and maintain an informed, engaged and diverse professional workforce.

Number of Staff: There are 1.9 full-time equivalents in the Human Resources Department. The Director of Human Resources, Jennifer Slywka and 90% of Erica Collin's time is dedicated to the Department where she serves as a Human Resources Assistant.

Principle Responsibilities include coordination and oversight of Civil Service administration; recruit, screen, interview and assist in hiring all staff with varying levels of responsibility & qualifications; administers and coordinates employee benefit programs: NYS Retirement System, health GTCMHIC (medical & RX), dental insurance, eyemed, including retiree health insurance, flexible spending and health reimbursement accounts (HRA/HSA accounts), workers compensation/safety, disability, unemployment insurance, deferred compensation, FMLA, FLSA, Affordable Care Act (ACA), assist with payroll-onboarding, policies & procedures and employee assistance program. Note: benefits consistent with six (6) collective bargaining unit agreements (Command Officers, Police Officers, MEU, FF, DPW Foremen & DPW Laborers) and non-represented management benefits: Note: 2026 MEU negotiations will begin; and counsels, advises and provides managerial support on all human resource management issues to city manager, department heads, supervisors on a regular basis and bargaining units, as needed.

The Human Resources team assists with a variety of simple to complex employee matters. HR's value in a workplace has to be unique, with a big picture view from both the organization and employee perspectives; assesses everything from employee retention to recruitment strategies to a successful wellness program. Employees are our asset and the foundation of our organization and the reason human resource management is key! We also work very closely with all nine departments and this "team" relationship is also imperative to City operations. We work collaboratively with the department leaders and with Ontario County Human Resources as our Civil Service Agency.

2026 Work Program Goals: By Q4 2026 the Human Resources Department will complete workforce forecasting for all departments, digitize 75% of active HR records, and expand professional development opportunities so that at least 75% of employees participate in at least one training or development activity during the year.

Succession and Workforce Planning

Forecast staffing needs and support succession planning to ensure continuity of operations and leadership transitions. This forecast has begun with retirement/transition plans in 2026. A full report will be updated twice in 2026 and continually updated in each subsequent year. Expanded Professional Development Enhance training opportunities for employees and supervisory/leadership teams to support organizational effectiveness. Plans are currently underway in coordination with Ontario County to implement a supervisor training program in Summer/Fall of 2026. HR Digitization Continue digitization of personnel records and shared files to improve efficiency, security, and interdepartmental access.

14. PRESENTATION - 2025 Year in Review and 2026 Year Ahead

Assistant City Manager Youngs shared a review of 2025 and a look at the work ahead in 2026 with Council by first reviewing the City's mission, vision, and values. She then reviewed Council's five goals and the progress made towards them in 2025. She then reviewed work programs, daily operations and goals for all departments.

15. DISCUSSION - RRFB Crossing Locations

Director Venuti explained that sometime last year there was presumed urgency about six South Main Street pedestrian crosswalks. To date council has reduced parking spots by some crosswalks to increase visibility. Director Venuti explained that flashing beacons are used widely, and recommended them three crosswalks on South Main Street. Discussion then followed around cost, solar power, long term maintenance, the potential for motor vehicle damage, and warranty. Parking was discussed, as well as reducing the speed limit rather than adding flashing beacons at pedestrian crossings, and pedestrian responsibility.

16. DISCUSSION - Loomis Woods Change in Use

Mayor Cecere recalled the public hearing last month, which garnered lots of feedback. He sees options that include either action or inaction; Council can choose to do nothing., seek a resolution to authorize housing, or analyze to gain understanding. Mayor Cecere recalled a March 2021 resolution committing Loomis Woods as forever parkland, suggesting that Council can pass another resolution to change that. He then recalled the Loomis Woods deed from 1908 that expressly reserves the parcel for park purposes in perpetuity and in memorial, noting that the land has been treated and designated as parkland, although not as definitively as other City parks. He went on to explain that Loomis Woods is subject to Parkland Alienation requirements, and to do anything with Loomis Woods would be difficult and require a home rule request for state legislative approval, and could lead to judicial proceedings and litigation. On the other side, there is a housing crisis in Geneva, and interest to utilize space and add housing. He further explained that Loomis Woods entrance points aren't city owned or controlled, nor is it maintained by the City. He wondered what the fiscal impact of a sale and ongoing taxable assessment. He opened the floor for discussion, which occurred around neighbors being against the change in use, questions about cost, feasibility, infrastructure, intentions of any proposed purchaser, the difficulty to develop, park alienation, zoning changes, and what might or might not come of the land once purchased. Attorney Hou cautioned that it is premature to consider different uses for the parkland, as what would be before council first would simply be whether or not Council wishes to preserve this parkland. Council direction is to do nothing at this time.

17. DISCUSSION - Sidewalk Ordinance

Councilor Petropoulos reviewed sidewalk code violations on Maxwell, and the letter sent to residents giving them 60 days to repair their damaged sidewalks. Councilor Petropoulos explained that the City can't pay for the repairs, and suggested finding an outside contractor at a good price to do the repairs or to create a "Code Assistance Fund" that the Councilor has begun discussing with the LDC. Ultimately, Councilor Petropoulos said that the City would hold off on changing legislation. Discussion followed around next steps when the moratorium expires, sending a letter to those affected, and softening and the language of the violation letter. Mayor Cecere clarified that there will be no action on the moratorium, it will simply expire, and the policy will continue as it is, with follow up letters to residents who received violations last fall.

18. DISCUSSION - Lakefront Benches

Councilor Lavin explained that all the spots for memorial benches at the lakefront are taken, and that there is plenty of space to add more benches. His proposal adds benches, and includes maintenance in the cost of the memorial benches, to maintain as they age, for a ten year term.

19. CONSIDERATION OF MEETING MINUTES

ACTION TAKEN by Clr. Petropoulos; seconded by Clr. Lavin

**MOVED THAT the minutes of the January 7 and January 14, 2026 Council Meetings be approved
MOTION CARRIED UNANIMOUSLY (7-2 absent)**

20. RESOLUTION – Supporting the Sale of Surplus Real Estate 32 Middle Street

Assistant City Manager Youngs presented the following Resolution:

WHEREAS, the City of Geneva has obtained property located at 32 Middle Street through the City foreclosure process, parcel number 104.8-3-3 (the "Property"), and

WHEREAS, said public hearing was held on January 7, 2026, in the Geneva City Hall Council Chambers, and all persons wishing to speak were given an opportunity to be heard; and

WHEREAS, the City Council has reviewed all comments received, finds the sale of the Property to David Linger and Wendy Marsh (the "Property Purchasers") consistent with the City's adopted goals for redevelopment, economic growth, and neighborhood revitalization, and determines that such sale will return the Property to productive use and the tax rolls; and

WHEREAS, the property purchasers will be required to obtain all necessary approvals for the redevelopment project from the Planning Board, Zoning Board of Appeals, and any other reviewing agencies as ordinarily required;

NOW, THEREFORE, BE IT RESOLVED, that the Geneva City Council hereby authorizes the foreclosure to be finalized and the parcel to be sold (Tax Parcel No. 104.8-3-3) for a purchase price of \$1,000 to the Property Purchasers in accordance with the terms and conditions approved by the City Manager, Comptroller, and City Attorney; and

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to execute all documents necessary to effectuate the sale, including but not limited to a foreclosure, purchase and sale agreement, deed, and any closing documents, subject to approval as to form by the City Attorney; and

BE IT FURTHER RESOLVED, that the proceeds from the sale shall be applied in accordance with City policy and any applicable budgetary direction adopted by City Council.

ACTION TAKEN by Clr. Kaim; seconded by Clr. Petropoulos

MOVED THAT this resolution be approved

MOTION CARRIED UNANIMOUSLY (7-2 absent)

21. RESOLUTION – Approving the Issuance by the City of Geneva Local Development Corporation of it's \$93,000,000 Revenue Bonds (Hobart and William Smith Colleges Project) Series 2026

Comptroller Blowers presented the following Resolution:

WHEREAS, The City of Geneva Development Corporation (the "Issuer") was formed pursuant to (i) Section 1411 of the Not-For-Profit Corporation Law of the State of New York (the "State"), as amended (hereinafter collectively called the "Act"), and (ii) its Certificate of Incorporation filed with the State on March 18, 2010, for the purpose of promoting and providing for additional and maximum employment, bettering and maintaining job opportunities, instructing or training individuals to improve or develop their capabilities for such jobs by encouraging the development of, or retention of, an industry in the community or area, lessening the burdens of government, and acting in the public interest within the City of Geneva, New York; and

WHEREAS, to accomplish its stated purposes, the Issuer is authorized and empowered under the Act to issue its special obligation revenue bonds to finance the cost of the acquisition, construction and equipping of one or more projects and otherwise assist such projects pursuant to the Act; and

WHEREAS, Hobart and William Smith Colleges (the "Colleges"), a New York not-for-profit education corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, and the final, temporary and proposed regulations of the United States Department of the Treasury promulgated thereunder (the "Code"), has submitted an application to the Issuer requesting that the Issuer issue its tax-exempt bonds in one or more series, pursuant to a plan of financing, in the maximum aggregate stated principal amount not to exceed \$93,000,000 (the "Series 2026 Bonds") for the purpose of financing a certain project (the "Project") located on the Colleges' campus located at 311, 329, 337, 343 Pulteney Street and 603 and 623 South Main and surrounding properties in the City of Geneva, New York (collectively, the "Campus"), consisting of: (A) the planning, design,

construction and operation of an approximately 37,000 square foot academic, teaching and research facility located on the Campus, including demolition of the current Eaton Hall facility, together with related surface improvements, including parking spaces and related site work, infrastructure and landscaping improvements, for which the maximum aggregate stated principal amount \$37,000,000 in Series 2026 Bonds are to be issued; (B) the refunding of all or a portion of (i) the Issuer's Taxable Revenue Refunding Bonds (Hobart and William Smith Colleges Project), Series 2020A (the "Series 2020A Bonds") issued in the original principal amount of \$36,660,000, for which the maximum aggregate stated principal amount \$37,000,000 in Series 2026 Bonds are to be issued and (ii) the City of Geneva Industrial Development Agency ("CGIDA") Multi-Modal Civic Facility Revenue Bonds (The Colleges of the Seneca Project), Series 2007 (the "Series 2007 Bonds") issued in the original principal amount of \$31,250,000, for which the maximum aggregate stated principal amount of \$19,000,000 in Series 2026 Bonds are to be issued; (C) payment of the swap termination payment, if any, in connection with the termination of the swap with respect to the Series 2007 Bonds; (D) the payment or funding of costs incidental to the issuance of the Series 2026 Bonds; and (E) the financing of other uses that further the mission of the Colleges (the costs associated with items (A) through (E) hereinafter referred to as the "Project Costs"); and

WHEREAS, all of the facilities and improvements to be financed and refinanced by the Series 2026 Bonds are located in and around the Campus; and

WHEREAS, all of the facilities and improvements to be financed and refinanced by the Series 2026 Bonds will be initially owned by the Colleges; and

WHEREAS, the proceeds of the Series 2020A Bonds were applied to financing a certain project consisting of: (A) the refunding of the outstanding principal amount of the following bonds issued by the Issuer: (1) Revenue Refunding Bonds (Hobart and William Smith Colleges Project), Series 2012, issued in the original principal amount of \$26,695,000 (the "Series 2012 Bonds"), the proceeds of which were applied to refund the outstanding principal amount of the following bonds issued by CGIDA (i) CGIDA's Civic Facility Revenue Bonds (The Colleges of the Seneca, Inc. Project), Series 2001 issued for the benefit of the Colleges, the proceeds of which were applied to financing a certain project (the "Series 2001 Project"), consisting of: (A) the acquisition by CGIDA of an interest in the Colleges' campus located at 337 Pulteney Street, Geneva, New York (the "Series 2001 Campus") and consisting of approximately 290 acres of land (the "Series 2001 Land") and the existing improvements thereon, including principally approximately 102 buildings containing in the aggregate approximately 1,325,252 square feet, (B) the construction and equipping upon the Series 2001 Land of (i) an approximately 36,000 square-foot three-story academic building which is used by the Colleges to house faculty offices, classrooms and student study and assembly areas; (ii) an approximately 10,000 square foot building used by the Colleges as an art studio; (iii) an approximately 135,450 square foot artificial turf field with related bleachers and lights used by the Colleges to replace an existing field on the Series 2001 Campus; (iv) an approximately 2,700 square foot varsity house used by the Colleges for locker rooms, team room space and storage athletic equipment; (v) renovations to existing academic-buildings located throughout the Series 2001 Campus including renovations to classrooms and laboratory space, replacing floors, lighting, windows and heating and ventilation units; and (vi) renovations to non-academic buildings located throughout the Series 2001 Campus including replacement of fire alarm systems, rehabilitation of residence rooms, bathrooms and replacement of windows ((i), (ii), (iii), (iv), (v) and (vi) above collectively referred to as, the "Series 2001 Improvements"); (C) the acquisition and installation in and around the Series 2001 Improvements of certain machinery, equipment and other items of tangible personal property (the "Series 2001 Equipment" and, collectively with the Series 2001 Land and the Series 2001 Improvements, the "Series 2001 Facility"); (D) planning activities including feasibility studies and preliminary design of buildings and other improvements anticipated in the Colleges' master plan; (E) paying certain costs and expenses incidental to the issuance of the Series 2001 Bonds (the costs associated with items (A) through (E) above being hereinafter referred to as the "Series 2001 Project Costs"); and (F) the sale of the Issuer's interest in the Series 2001 Facility to the Colleges pursuant to the Installment Sale Agreement, dated as of August 1, 2001 by and between the Issuer and the Colleges, (ii) CGIDA's Civic Facility Revenue Bonds (Hobart and William Smith Colleges Project), Series 2003A, the proceeds of which were applied to finance a certain project (the "Series 2003A Project") consisting of: (A) the financing of the following buildings and improvements on the Series 2001 Campus: (i) the construction on the south side of Hamilton Street (also known as Routes 5 & 20) of two approximately 40,000 square-foot free-standing buildings to be used as student dormitory housing, each building containing approximately 100 beds, and related nearby parking to contain approximately eighty

parking spaces (the "Housing Improvements"), (ii) the construction on the south side of St. Clair Street of an approximately 250-space parking lot with room for an expansion of up to 300 spaces (the "Parking Lot Improvements"), (iii) the construction on an approximately .75-acre parcel of land at 66 Houghton Drive of an approximately 10,000 square-foot studio art building (the "Studio Art Building"), (iv) the reconstruction and renovation of existing academic and administrative buildings including renovations to teaching areas, lighting, plumbing, windows and HVAC systems, and (v) the reconstruction and renovation of a number of existing student residences, including the renovation of residency suites, study space, roofs, windows, doors, floors, ceilings, HVAC, plumbing, electric and sprinkler systems ((iv) and (v) above collectively referred to as the "Renovations"; the Renovations, the Housing Improvements, the Parking Lot Improvements and the Studio Art Building hereinafter collectively referred to as the "Series 2003A Improvements"); (B) the acquisition and installation in and around the Series 2003A Improvements of certain machinery, equipment and other items of tangible personal property (the "Series 2003A Equipment") (the Series 2003A Equipment and the Series 2003A Improvements hereinafter collectively referred to as the "Series 2003A Facility"); (C) paying certain costs and expenses incidental to the issuance of the Series 2003A Bonds (the costs associated with items (A) and (C) above being hereinafter referred to as the "Series 2003A Project Costs"); (D) the financing of a portion of the costs of the foregoing by the issuance of the Series 2003A Bonds and (E) the acquisition by the Issuer of an interest in the Series 2003A Facility and the sale of such interest in the Series 2003A Facility back to the Colleges, (iii) CGIDA's Civic Facility Revenue Bonds (Hobart and William Smith Colleges Project), Series 2003B, the proceeds of which were applied to finance a certain project (the "Series 2003B Project") consisting of: (A) the refinancing of certain existing taxable capital leases entered into by the Colleges with GCS Growth LLC (the "Developer") to finance the cost of (i) construction of three approximately 7,965 square-foot buildings containing in the aggregate 36 dwelling units with an aggregate capacity for 150 student beds, and related sitework improvements, including a drive with sufficient parking spaces, related walkways and pathways and landscaping (collectively, the "Buildings"), all situated on an approximately 3.63 acre parcel of land owned by the Colleges (the "Series 2003B Land") located on the west side of Odell's Pond on the Colleges' campus located at 337 Pulteney Street, Geneva, New York and (ii) the acquisition in and around the Buildings of certain items of furniture, appliances, machinery, equipment and other tangible personal property (the "Series 2003B Equipment") (the "Buildings, the Series 2003B Land and the Series 2003B Equipment being collectively referred to as the "Series 2003B Facility"); (B) paying certain costs and expenses incidental to the issuance of the Series 2003B Bonds (the costs associated with items (A) and (B) above being hereinafter referred to as the "Series 2003B Project Costs"); and (C) the acquisition by CGIDA of an interest in the Series 2003B Facility and sale of such interest in the Series 2003B Facility by CGIDA back to the Colleges and (iv) to pay certain costs incidental to the issuance of the Series 2012 Bonds; and (2) the Issuer's Tax-Exempt Revenue Bonds (Hobart and William Smith Colleges Project), Series 2014 (the "Series 2014 Bonds"), issued in the original principal amount of \$14,295,000, the proceeds of which were applied (i) to the demolition of up to five (5) then-existing buildings on certain parcels of land totaling approximately 7.3 acres located at 311 Pulteney Street, City of Geneva, New York (the "Land") and the construction and equipping thereon of an approximately 65,000 square-foot, three (3) story, performing arts academic building, including faculty offices, practice rooms, teaching space, and performing venues, (ii) the construction of certain related surface improvements, including approximately 460 parking spaces and related site work, infrastructure and landscaping improvements located on and adjacent to the Land (the "Series 2014 Improvements"), (iii) the acquisition and installation in and around the Series 2014 Improvements of certain items of machinery, equipment and other tangible personal property located on the Land (the "Series 2014 Equipment"; and, together with the Series 2014 Improvements, the "Series 2014 Facility") and (iv) the paying of all or a portion of the costs incidental to the issuance of the Series 2014 Bonds, capitalized interest and any reserve funds as may have been necessary to secure the Series 2014 Bonds; and (B) paying certain costs incidental to the issuance of the Series 2020A Bonds (the costs associated with items (A) and (B) above hereinafter collectively referred to as the "2020 Project Costs"); and

WHEREAS, the proceeds of the Series 2007 Bonds were used to finance a certain project consisting of: (A) the financing of the following buildings and improvements on the Colleges' existing approximately 190-acre campus located at 337 Pulteney Street, Geneva, New York (the "2007 Campus"): (i) the construction of an approximately 22,000 square-foot, two-story addition to the existing approximately 46,820 square-foot building known as the "Scandling Center" (the "Existing Scandling Improvements") to provide a café, multi-purpose room and related improvements and the general renovation and upgrading of the Existing Scandling Improvements, including, new carpeting and air

conditioning (collectively, the "Scandling Improvements"); (ii) the construction of an approximately 3,360 square-foot addition to and the general renovation and upgrading of the existing "Bristol Field House" and the construction of an approximately 4,500 square-foot addition to and the general renovation and upgrading of the existing "Elliot Varsity House" for the purpose of enhancing sport and recreational activities (collectively, the "Field House Improvements"); (iii) the construction of an approximately 15,300 square-foot addition to the existing student housing building known as "Odell's Pond" to provide for approximately 50 additional beds (the "Odell's Pond Improvements"); (iv) the general renovation and upgrading of the following administrative and academic buildings located on the 2007 Campus, Coxe Hall, 623 South Main, 603 South Main, Smith Hall, Williams Hall, science buildings, library and other miscellaneous buildings and improvements, to include, but not be limited to new roofs, windows, doors, floors and ceilings, electrical system, plumbing and HVAC replacement (the "General Renovations"); and (v) the acquisition and installation in the Colleges' administrative departments of new information technology software programs and related improvements (the "IT Improvements" and, together with the Scandling Improvements, the Field House Improvements, the Odell's Pond Improvements and the General Renovations, the "2007 Improvements"); (B) the acquisition and installation in and around the 2007 Improvements of certain machinery, equipment and other items of tangible personal property (the "2007 Equipment" and, collectively with the 2007 Improvements, the "2007 Facility"); (C) paying certain costs and expenses incidental to the issuance of the Series 2007 Bonds (the costs associated with items (A) through (C) above being hereinafter referred to as the "2007 Project Costs"); and (D) the acquisition by CGIDA of an interest in the 2007 Facility and the lease (with an obligation to purchase) or sale of such interest in the 2007 Facility back to the Colleges; and

WHEREAS, the City Council has been advised by the Issuer that the Issuer proposes to issue, subsequent to the execution of this Certificate, the Series 2026 Bonds in a principal amount sufficient to fund all or a portion of the Project Costs, together with incidental costs in connection therewith, which maximum aggregate stated principal amount is presently estimated not to exceed \$93,000,000 and, to the extent the Series 2026 Bonds are issued as tax-exempt bonds, they would be issued as qualified 501(c)(3) bonds under Section 145 of the Code, the interest on which is excluded from gross income for federal income tax purposes (the "Tax-Exempt Bonds"); and

WHEREAS, pursuant to Section 147(f) of the Code, interest on the Tax-Exempt Bonds will not be excludable from gross income unless the issuance of the Tax-Exempt Bonds shall be approved by the City Council after the Issuer has conducted a public hearing thereon following reasonable public notice; and

WHEREAS, on February 2, 2026, in accordance with the Notice of Public Hearing posted on January 21, 2026 on the Issuer's website, the Issuer held a public hearing to consider both the nature and location of the proposed Project and the plan of financing the Project by the issuance from time to time of the Series 2026 Bonds, and a record of the public hearing has been made available by the Issuer to the City Council; and

WHEREAS, neither the Series 2026 Bonds nor any other obligation of the Issuer shall be a debt of the State or any political subdivision thereof, including the City of Geneva, New York, the municipality for whose benefit the Issuer was established, nor shall the State or any political subdivision thereof, including the City of Geneva, New York be liable thereon; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA AS FOLLOWS:

Section 1. For the sole purpose of qualifying the interest payable on the Tax-Exempt Bonds for exclusion from gross income for federal income tax purposes pursuant to the provisions of Sections 103 and 145 of the Code, the undersigned, as the applicable elected representative of the City of Geneva, New York, hereby approves the issuance by the Issuer of the Series 2026 Bonds in one or more issues or series in a maximum aggregate stated principal amount not to exceed \$93,000,000, provided that the Series 2026 Bonds, and the premium (if any) and interest thereon, shall be special obligations of the Issuer and shall never be a debt of the State of New York or any political subdivision thereof, including the City of Geneva, New York and neither the State of New York nor any political subdivision thereof, including the City of Geneva, New York shall be liable thereon.

Section 2. This Resolution shall be deemed to be made for the benefit of the holders of the Series 2026 Bonds.

ACTION TAKEN by Clr. Gillotte; seconded by Clr. Petropoulos
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY (7-2 absent)

22. RESOLUTION – Establishing a Public Hearing for the Sale of 38 Jackson Street

Assistant City Manager Youngs presented the following resolution:

WHEREAS, pursuant to a tax foreclosure action conducted by the City of Geneva, the City has the right to acquire fee title to 38 Jackson Street, parcel number 104.8-1-47 (the “Property”); and

WHEREAS, the Property is not utilized or needed for any public purpose, and therefore constitutes surplus real property of the City; and

WHEREAS, the Property Acquisition and Disposition Committee recommends the sale for the property located at 38 Jackson Street; and

WHEREAS, pursuant to the City Charter and applicable law, a public hearing must be held prior to authorizing the sale of City-owned real property.

NOW, THEREFORE, BE IT RESOLVED, that the Geneva City Council hereby sets a Public Hearing for March 4, 2025, at 7:00 p.m. in the Geneva City Hall Council Chambers for the purpose of receiving public comment on the proposed sale of the 38 Jackson Street; and

BE IT FURTHER RESOLVED, that the City Clerk is directed to publish notice of said Public Hearing in accordance with all applicable legal requirements.

ACTION TAKEN by Clr. Lavin; seconded by Clr. Gummoe

MOVED THAT this resolution be approved

MOTION CARRIED UNANIMOUSLY (7-2 absent)

23. BOARD AND COMMISSION APPOINTMENTS

ACTION TAKEN by Clr. Gilotte; seconded by Clr. Petropoulos

MOVED THAT Kyle Olschewske be appointed to the IDA Board

MOTION CARRIED UNANIMOUSLY (6-1 abstain - 2 absent)

24. ADJOURNMENT

ACTION TAKEN by Clr. Gummoe; seconded by Clr. Brennan

MOVED THAT the meeting be adjourned at 9:53pm

MOTION CARRIED UNANIMOUSLY (7-2 absent)

Nicole Tillotson

City Clerk

THE GENEVA CITY COUNCIL
JOURNAL OF PROCEEDINGS
SPECIAL COUNCIL MEETING

March 17, 2026 – 6:00 PM
City Hall – 2nd Floor Conference Room
47 Castle Street
Geneva, NY 14456

Presiding – Jim Cecere, Mayor

1. ROLL CALL

Present: Clr. Brennan, Clr. Kaim, Clr. Petropoulos, Clr. Lavin, Clr. Gummoe
Absent: Clr. Gilotte, Clr. Grimaldi, Clr. Whitfield

2. RESOLUTION – Setting A Public Hearing for the City of Geneva’s 2026 Strategic Plan

Mayor Cecere presented the following Resolution:

WHEREAS, The City of Geneva intends to adopt the 2026 Strategic Plan, and;

WEREAS, for maximum public participation and input on this matter, Council desires to schedule a public hearing that will take place on two separate dates; now, therefore be it

RESOLVED, by the City Council of the City of Geneva, New York that a Public Hearing shall be held by the Geneva City Council on the following dates and times:

- Hearing Date 1: March 28, 2026 at 10:00am
- Hearing Date 2: April 1, 2026 at 7:00pm

and further

RESOLVED, that the March 28, 2026 Public Hearing will be held at the Geneva YMCA, 399 W. William St., Geneva, New York and the April 1, 2026 Public Hearing will be held at City Hall, 47 Castle Street, Geneva, New York, to hear all interested parties regarding the proposed 2026 Strategic Plan; and

RESOLVED, that the public hearing may be adjourned from time to time as necessary to ensure all interested parties have an opportunity to be heard; and further

RESOLVED, that notice of said public hearing shall be posted in accordance with the law.

ACTION TAKEN by Clr. Lavin; seconded by Clr. Petropoulos

MOVED THAT this resolution be approved

MOTION CARRIED UNANIMOUSLY (6-3 absent)

3. PRESENTATION – City Manager’s Office Briefing

City Manager Hendrix provided an overview of staffing in the City Manager’s Office to include the City Manager, Assistant City Manager, and 2-3 hours per week of administrative support. This office provides leadership and oversight for all operational divisions across the organization. The Assistant City Manager directly supervises functions related to Recreation, Economic Development, Planning and Zoning, Code Enforcement and Facilities. She then reviewed the 2026 reorganization of the City Manager’s Office to bring together economic and community development functions along with recreation, facilities, planning, zoning and code enforcement into one space, reconfiguring leadership roles to improve coordination and efficiency.

The City Manager works with staff to translate Council priorities into action, with much of this work happening behind the scenes. City Manager Hendrix shared her office's 2026 goals including 2027 budget and financial planning, shared services and regional planning, organizational excellence and communications, sustainability, economic vitality initiatives, infrastructure and capital planning, staff development and organizational alignment, and grant administration and management. Goals on the Recreation, Community and Economic Development side include Farmer's Market enhancement, Comprehensive Plan and DRI 2027 preparation, Economic Development administration, Recreation Advisory Board establishment, Recreation Complex Financial Sustainability, equitable access to recreation services, strengthening recreation programming and developing a Recreation fund.

Councilor Lavin wondered who writes grants. Discussion followed around staff and outside grant writer efforts, grant coordination, and capacity with current staffing.

4. DISCUSSION – Comprehensive Plan Overview

Assistant City Manager Youngs explained that a Comprehensive plan is a long-term policy guide for city growth setting community vision and goals. The Comprehensive Plan guides land use, housing, transportation, and economic development as well as serving as a framework for future decision-making. She further explained that a Comprehensive Plan is not a zoning law, building code, strategic plan, capital project list, or a short-term action plan. Rather, a Comprehensive Plan will coordinate development, protect natural and historic resources, plan infrastructure and services, encourage economic development, and improve quality of life in the city. She reviewed the 2016 Comprehensive Plan, its structure, how it was created, and a typical Comprehensive Plan process. The Assistant City Manager then shared steps involved in developing the new plan.

Councilor Kaim raised concerns about grant funding for the Comprehensive Plan requiring a substantial change to Geneva. City Manager Hendrix explained that the framework for the new plan is the current plan, which was adopted by a council and has been the city's vision for the past 10 years. Discussion followed around the Comprehensive Plan aligning with the new Strategic Plan, and that council and the community develop the plan as a community. Assistant City Manager Youngs added that the grant requirements are around focusing on outreach to the community, not what is written into the plan. City Manager Hendrix in closing shared that the agreement is expected in June or July, and work can begin on the plan at that time.

5. DISCUSSION – City Council Meeting Structure

Mayor Cecere shared a proposal for a new Council meeting model, featuring two monthly meetings. One meeting would focus on Governance, while the other would focus on City operations and oversight. Councilor Gummoie voiced support for the proposed new structure, allowing Council a narrower focus to prepare for each meeting. Councilor Brennan agreed, noting late adjournments and staff time required at meetings. Discussion followed around discussion items, presentations, and council reports. Councilor Petropoulos agreed to work with Mayor Cecere to finalize the new meeting structure.

6. ADJOURNMENT

ACTION TAKEN by Clr. Petropoulos; seconded by Clr. Gummoie
MOVED THAT the meeting be adjourned at 6:56pm
MOTION CARRIED UNANIMOUSLY (6-3 absent)

Nicole Tillotson
City Clerk