



Notice of Board Meeting

Date: January 25, 2023

To: Robert Solenne
Chevanne DeVaney
Dana Hollenbeck
Paula Bucklin
Robert Koczent
Marc Rodriguez
Peter Gillotte
Craig Talmage

From: Dave Linger, Chair

Re: Notice of Board of Directors' Meetings

The Geneva Local Development Corporation will hold their Monthly Board Meeting Wednesday, February 1, 2023 at 12pm. The meeting will be held in the Geneva BID conference room at 1 Franklin Street, Geneva, NY and remote participation via Zoom will also be available (see below). The meeting agendas are attached and available at <https://cityofgenevany.com/287/Local-Development-Corporation>.

Please confirm your attendance with Tracy Verrier, tracy.verrier@mrbgroupp.com.

Join Zoom Meeting

<https://us02web.zoom.us/j/82424953044?pwd=VHNES2NvZ3lRTFdVZDlaaVZrME9MUT09>

Meeting ID: 824 2495 3044

Passcode: 487818

Dial-in: (929) 205-6099

Cc: Mayor Steve Valentino
Amie Hendrix, City of Geneva
Tracy Verrier, Executive Director
Matt Horn, MRB Group
Erica Collins, City of Geneva
Media: Steve Buchiere, Finger Lakes Times

GENEVA LOCAL DEVELOPMENT CORPORATION

CITY HALL- 47 CASTLE STREET- GENEVA, NEW YORK 14456
tracy.verrier@mrbgroupp.com – www.cityofgenevany.com

BOARD OF DIRECTORS

ROBERT SOLLENNE ('23) ~ CHEVANNE DEVANEY ('24) ~ DANA HOLLENBECK ('23) ~ PAULA BUCKLIN ('24) ~ ROBERT KOCZENT ('23)
DAVID LINGER ('23) ~ MARC RODRIGUEZ ('23) ~ PETER GILLOTTE ('23) ~ CRAIG TALMAGE ('25)

City of Geneva Local Development Corporation**Meeting Agenda**

Title: LDC Monthly Meeting
Location: Geneva BID Conference Room
 1 Franklin Street, Geneva
Date: February 1, 2023
Time: 12:00pm



Agenda Item	Potential Outcome	Person Responsible
Call to Order		David Linger, Chair
Administration		
Minutes January 2023	Motion to approve minutes - annual and regular	David Linger, Chair
Financial Report January 2023	Motion to approve financial report	Tracy Verrier
Agenda Items		
Board Member Recruitment	Informing the board of status	Tracy Verrier
Committees & Officers	Motion to appoint officers and Governance and Audit Committees	Tracy Verrier
Revolving Loan Fund Draft MOU	Informing the board of status	Tracy Verrier
PARIS Document Review	Motion to approve 2021 PARIS documents	Tracy Verrier
Project & Other Updates	Informing the board of status	Tracy Verrier
Executive Session		
If needed		David Linger, Chair
Adjournment	Motion to adjourn	David Linger, Chair

Next LDC meeting: March 1, 2023, 12pm

Quorum (Confirmation required)

Dave Linger
 Robert Sollenne
 Chevanne Devaney
 Paula Bucklin
 Robert Koczent
 Dana Hollenbeck
 Marc Rodriguez
 Peter Gillotte
 Craig Talmage

Staff

Tracy Verrier
 Matt Horn
 Emma Falkenstein

Join Zoom Meeting

<https://us02web.zoom.us/j/82424953044?pwd=VHNES2NvZ3lRTFdVZDlaaVZrME9MUT09>

Dial in: (929) 205-6099

Meeting ID: 824 2495 3044

Passcode: 487818



ANNUAL MEETING MINUTES
January 4, 2023 at 12pm

Board Members in Attendance

David Linger*
Rob Sollenne
Chevanne Devaney*
Dana Hollenbeck
Paula Bucklin
Peter Gillotte
Craig Talmage
**remote attendance*

Others in Attendance

Tracy Verrier, Executive Director, MRB Group
Amie Hendrix, City Manager
Bo Wright, Geneva School District

Agenda Items

Call to Order: Dave Linger called the meeting to order at 12:06pm with a quorum present.

Financial Report:

Tracy Verrier reviewed the financial report, noting that the prior accounts payable was cleared up by year end, and a new account payable was created for the BID contract.

- Motion to approve the 2022 Annual Financial Report by Rob Sollenne, second by Peter Gillotte. Motion carried unanimously.

Committee Appointments:

Tracy explained that there was a miscommunication about the terms for some board members, and it turns out that Rob Sollenne and Rob Koczent are terming off the board now, not at the end of the 2023. Further, Dana Hollenbeck's term is up, but she is open to being reappointed for an additional term. Those appointments will occur during the regular meeting, but do have impacts on the officer and committee appointments. The board will need a new vice chair and treasurer. The new Finance Committee also needs to be populated, referencing the committee sheet in the packet. The board was not ready to fill these positions yet, and agreed to revisit later in the meeting.

Self Evaluations, Fiduciary & Conflict Forms:

Tracy explained that all three are included in the packet and asked the board to return them to her as soon as possible.

Committee Appointments (continued):

Tracy asked if there were any volunteers. Craig was willing to step onto the finance committee. Dana suggested that the new board members may be a good fit for the finance committee since they are the two financial institution seats. The board agreed to revisit these appointment in February.

Adjournment:

Motion to adjourn by Dave Linger. The meeting adjourned by acclamation at 12:15pm.

GENEVA LOCAL DEVELOPMENT CORPORATION

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BOARD OF DIRECTORS

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PAULA BUCKLIN ('24) ~ ROBERT KOCZENT ('23) ~ DAVID LINGER ('23) ~ MARC RODRIGUEZ ('23) ~ PETER GILLOTTE ('23)

RESOLUTION

An annual meeting of the Geneva Local Development Corporation was convened at 1 Franklin Street, Geneva, NY on January 4th, 2023 at 12:00pm.

The following resolution was duly offered and seconded, to wit:

Resolution No 1/2023-1

RESOLUTION OF THE GENEVA LOCAL DEVELOPMENT CORPORATION (THE “CORPORATION”) AMENDING, RATIFYING AND ADOPTING CERTAIN POLICIES, STANDARDS AND PROCEDURES IN CONNECTION WITH THE PUBLIC AUTHORITIES ACCOUNTABILITY ACT OF 2005 AND THE PUBLIC AUTHORITY REFORM ACT OF 2009.

WHEREAS, pursuant to the Not-For-Profit Corporation Law of the State of New York, Article 14, Section 1411, as amended, the Corporation was created as a public benefit corporation of the State for the benefit of the City of Geneva; and

WHEREAS, the Public Authorities Accountability Act of 2005 (the “PAAA”), which was signed into law on January 13, 2006 as Chapter 766 of the Laws of 2005, was enacted by the New York State Legislature to insure greater accountability and openness of public authorities throughout the State; and

WHEREAS, as a “local authority” as defined pursuant to Section 2 of the Public Authorities Law (“PAL”) the Authority, by resolution adopted October 17, 2006, adopted requisite policies, standards and procedures in furtherance of PAAA, certain elements of which the Corporation desires to reaffirm and ratify herewith; and

WHEREAS, by Chapter 506 of the Laws of 2009, the Public Authority Reform Act of 2009 (“PARA”) imposed new requirements upon certain local authorities of the State, including the Corporation; and

WHEREAS, the Corporation desires to ratify and adopt certain policies of the Corporation in furtherance of the PAAA and PARA.

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE GENEVA LOCAL DEVELOPMENT CORPORATION AS FOLLOWS:

Section 1. The Corporation hereby ratifies, reaffirms, reinstates, approves and adopts the following policies and procedures previously reviewed and approved by the Corporation, in substantially the forms attached hereto as **Exhibit A**, to be effective for the calendar year 2023, or until such time as successor policies and procedures shall have been approved by the Corporation:

- (a) Bylaws of the Corporation;
- (b) Mission and Goals;
- (c) Code of Ethics;
- (d) Compensation Policy;

- (e) Defense and Indemnification Policy;
- (f) Extension of Credit Policy;
- (g) Procurement Policy;
- (h) Property Acquisition Policy;
- (i) Public Meeting Video Conference Policy;
- (j) Real Property Disposition Guidelines; and
- (k) Travel Policy.

Section 2. The Corporation hereby amends, approves and adopts the following policies and procedures, in substantially the forms attached hereto as **Exhibit B**, to be effective for the calendar year 2023, or until such time as successor policies and procedures shall have been approved by the Corporation:

- (a) Conflict of Interest Policy;
- (b) Investment Policy; and
- (c) Whistleblower Policy.

Section 3. The Corporation hereby approves and adopts the following policies and procedures, in substantially the forms attached hereto as **Exhibit C**, to be effective for the calendar year 2023, or until such time as successor policies and procedures shall have been approved by the Corporation:

- (a) Governance Committee Charter;
- (b) Audit Committee Charter; and
- (c) Finance Committee Charter.

Section 4. The Corporation hereby appoints Tracy Verrier as the Corporation Contracting Officer and Authorized PARIS Representative, whom shall serve for the calendar year 2023 or until such time as their respective successors shall have been nominated and appointed.

Section 5. These Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolutions was duly put to a vote. All present voted in favor.

The Resolutions were thereupon duly adopted.

STATE OF NEW YORK)
COUNTY OF ONTARIO) SS:

I, the undersigned Secretary of the Geneva Local Development Corporation, DO HEREBY CERTIFY:

That I have compared the annexed extract of minutes of the meeting of Geneva Local Development Corporation (the "Corporation"), including the resolution contained therein, held on January 4, 2023, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Corporation and of such resolution set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY, that all members of said Corporation had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with such Article 7.

I FURTHER CERTIFY, that there was a quorum of the members of the Corporation present throughout said meeting.

I FURTHER CERTIFY, that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand this 9 day of JAN., 2023

A handwritten signature in blue ink, appearing to read "Anta Solenne", written over a horizontal line.

Secretary



REGULAR MEETING MINUTES
January 4, 2023 following Annual Meeting

Board Members in Attendance

David Linger*
Rob Sollenne
Chevanne Devaney*
Dana Hollenbeck
Paula Bucklin
Peter Gillotte
Craig Talmage
**remote attendance*

Others in Attendance

Tracy Verrier, Executive Director, MRB Group
Amie Hendrix, City Manager
Bo Wright, Geneva School District

Agenda Items

Call to Order: Dave Linger called the meeting to order at 12:15pm with a quorum present.

Minutes Approval:

Motion to approve the December meeting minutes by Dana Hollenbeck, second by Rob Sollenne. Motion passed unanimously.

Financial Report:

Tracy Verrier reviewed the December financial report, noting that the program expense was the BID contract since we are on an accrual accounting.

- Motion to approve the financial report by Peter Gillotte, second by Paula Bucklin. Motion carried unanimously.

Report of the Governance Committee:

Tracy noted that the Governance Committee reviewed the policies that were approved during the annual meeting, and discussed the board member appointments and relationship between the LDC and Revolving Loan Fund (RLF) committee. The latter will be discussed in more detail during the following agenda items.

Board Member Reappointments:

Referencing the appointment sheet in the meeting packet, Tracy explained that Dana would like to be reappointed but the other two members are terming off. They will continue to serve until their replacements are found.

- Motion to approve the reappointments as outlined in the appointment sheet (Dana Hollenbeck for a new three year term of January 1, 2023 through December 31, 2025, and Rob Sollenne and Rob Koczent until their seats are filled by new members) by Craig Talmage, second by Paula Bucklin. Motion carried unanimously.

Revolving Loan Fund Draft MOU:

Tracy explained that the Governance Committee had discussed that it would be beneficial to have a document outlining the relationship, roles, and responsibilities in regard to the LDC and RLF. A draft MOU is included in the packet, and the RLF committee will also review when they meet. Craig Talmage noted that he would be interested to hear what else the RLF feels they can gain from the relationship with the LDC. How else can we help them? Dave noted that they also talked about the nature of the relationship and whether it made sense. Tracy explained that the relationship is directed by the program management plan for the RLF, so changing the way those members are appointed would likely require an amendment. While it may be worth exploring, it could open a can of worms. As such, it makes the most sense to wait until the Direct of Planning and Economic Development is in place so that they can guide that process and, if a change is to be made, structure the appointments in a way that makes sense to them. Tracy will update the board after the RLF committee has reviewed the MOU.

Staffing Services:

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Dave Linger noted that the proposed contract was in the packet. Craig disclosed that he has active research engagements with Emma Falkenstein, who is being added to the team. This is not a conflict, but he noted he is excited to see her involved. Rob Sollenne asked about how the contract will be terminated when staffing transitions to the new City staff person. Tracy pointed to the project schedule section, which outlines that the scope may be transitioned prior to the end of the contract. She also noted that the termination clause in the Standard Terms would be used in the case that the LDC was not satisfied with MRB's work. Tracy noted this is an hourly not to exceed amount on a monthly basis, not a flat fee. If the hours are less than \$2000, the LDC will only be billed for the hours worked.

- Motion to approve the 2023 contract with MRB Group for staffing services by Peter Gillotte, second by Paula Bucklin. Motion carried unanimously.

Project & Other Updates:

The following updates were provided:

- Tracy introduced Bo Wright, Superintendent of the Geneva School District. Bo noted that he had sat on the LDC board about 10 years ago and that he enjoyed that work. He believes there are synergies between decisions made at the City level and at the school district. The school district has three focus areas: 1) safe and positive learning environments, 2) academic achievement, and 3) equity and inclusion. They are experiencing hiring difficulties, as is the case with most industries now. It is also more common now for employees to leave mid-year than it used to be. They are taking this opportunity to rethink recruitment strategies and culture. They are now shifting to focus on academic achievement for the second half of the year. Equity and inclusion will include a focus around diverse hiring. Rob Sollenne talked about how important it is to celebrate and share academic successes. This has not been done in the past. He also talked about partnering with the school district to sell new recruits on "live where you work" model. Bo agreed on both points. He mentioned that there was a strong effort 10 years ago around a residency program for newly recruited staff. He suggested dusting that effort off and seeing if it can be picked back up. Rob asked about Geneva Scholarship Associates (GSA), a scholarship fund that helps Geneva students go to HWS for college. There used to be 6 recipients each year, but last year there were no GSA recipients. He would like to see the program revitalized. Bo noted that they had been talking about that and that they'd be working on identifying potential applicants this year. There is some high-level planning to do, but they also want to take advantage of resources that are available to students now.
- Amie Hendrix noted that the City is kicking off the new year and closing out last year. They plan to repost the planning and economic development director position after it is rewritten, and they also posted a grants coordinator position that would be in that department. However, they did not receive many applications and have not made a hire yet.
- Tracy provided an update on the Beautification effort with BID. She noted that they are ironing out the contract, and that there has been some conversation about administration expense. The proposal did not include admin, so BID would like to know if any funding could be reallocated to admin if they are performing under budget. Rob asked if she is working extra hours, or if she's still working the same hours. Tracy will clarify the time involved.
- Tracy noted that the DEC did respond to the resubmission and has requested a few extra items, but then hopefully will close the spill record.
- Tracy noted that there is a project in development with the Stivers to establish a dinner cruise and some recreational rentals on the lakefront. There isn't necessarily a role for the LDC at this time. Rob noted that he loves the concept, but he'd like to see a more comprehensive approach to this kind of lakefront development and a larger facility. Amie noted that they are still working through the details on this and the DRI marina project.
- Rob asked for an update on the updated zoning. Amie explained that it is with the BID currently for feedback, and then will move forward.

Adjournment:

Motion to adjourn by Dave Linger. The meeting adjourned by acclamation at 1:05pm.

Geneva LDC
Balance Sheet
As of January 25, 2023

	Jan 25, 23
ASSETS	
Current Assets	
Checking/Savings	
Certificate of Deposit	81,623.05
LDC Checking Account	123,308.75
Total Checking/Savings	204,931.80
Total Current Assets	204,931.80
Other Assets	
Land and Buildings - Investment	44,567.00
Total Other Assets	44,567.00
TOTAL ASSETS	249,498.80
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	
AP - BID Beautification	30,000.00
Accounts Payable (A/P) - Other	2,000.00
Total Accounts Payable (A/P)	32,000.00
Total Accounts Payable	32,000.00
Total Current Liabilities	32,000.00
Total Liabilities	32,000.00
Equity	
Retained Earnings	219,498.80
Net Income	-2,000.00
Total Equity	217,498.80
TOTAL LIABILITIES & EQUITY	249,498.80

Geneva LDC
Profit & Loss YTD Comparison
January 1 - 25, 2023

	Jan 1 - 25, 23	Jan 1 - 25, 23
Ordinary Income/Expense		
Expense		
Contract Services		
Outside Contract Services	2,000.00	2,000.00
Total Contract Services	2,000.00	2,000.00
Total Expense	2,000.00	2,000.00
Net Ordinary Income	-2,000.00	-2,000.00
Net Income	-2,000.00	-2,000.00

Geneva Local Development Corporation

Annual Operations & Accomplishments Report

January 1, 2021 – December 31, 2021 (FY 2021)



Introduction

The Geneva Local Development Corporation (“GLDC”) is a public benefit corporation created as a not-for-profit local development corporation under Section 1411 of the Not-for-Profit Corporation Law of the State of New York. The purposes of the GLDC are to relieve and reduce unemployment, promote and provide for additional and maximum employment, improve and maintain job opportunities, and lessen the burden of government. GLDC is authorized to apply for and make grants and loans; acquire, construct, rehabilitate, improve, and sell real estate; and provide other forms of financial assistance to non-profits and businesses in the City of Geneva.

The Official Office of GLDC is located at Geneva City Hall, 47 Castle Street, Geneva, NY 14456.

This document is being presented as the Annual Operations and Accomplishments (“Annual”) Report for the GLDC Fiscal Year ending 12/31/2021 in compliance with the New York State Public Authorities Law (“PAL”) Section 2824-a, the 2005 NYS Public Authorities Accountability Act (“PAAA”), the 2009 PARA, and Chapter 563 of the Laws of 2015. The goal of this report is to provide a written assessment and summary review of GLDC’s operations and accomplishments during FY2020. Collectively, this report and the cited materials include the following topics:

1. GLDC Operations, Projects & Accomplishments in FY2021
2. Real Property Owned and/or Disposed of by the Authority in FY2021
3. GLDC Investment Report for FY2021

1 – GLDC FY 2020-21 Operations, Projects & Accomplishments

In the past year, the GLDC defined and formalized their goals, continued to work on bringing the board to a full-staffed level, and allocated funding to the City of Geneva for Economic Development support. More projects are on the docket for 2022 as the board gets back to business after a quiet year due to COVID.

2 – Real Property Owned and/or Disposed of FY 2020-21

The GLDC owns the following property:

Tax Map ID	Address	Assessment	Acreage	Improvements
90.83-2-35.1*	15 E North St	\$101,500	.9	

*Parcel is owned jointly with the Geneva Local Development Corporation, and has a pending sale contract

3 – Investment Report

State statutes govern the Corporation’s investment policies. In addition, GLDC has adopted its own written Investment Policy. GLDC monies must be deposited in FDIC insured commercial banks or trust companies located within the State. The Chair and Treasurer are authorized to use demand accounts and certificates of deposit. Total bank balances and carrying value of GLDC were \$254,296.70 as of December 31, 2021.

Geneva Local Development Corporation

Measurement Report

January 1, 2021 – December 31, 2021 (FY 2021)



Introduction

This document is being presented as the Measurement Report for the Geneva LDC Fiscal Year ending 12/31/2021 in compliance with the New York State Public Authorities Law ("PAL") Section 2824-a and the NYS Public Authorities Accountability Act. The goal is to provide a written assessment of GLDC's efforts to accomplish its goals and objectives outlined in the adopted GLDC Mission Statement. A full copy of the GLDC Mission Statement is available online at: <https://cityofgenevany.com/287/Local-Development-Corporation>.

Goals and Objectives

GOAL 1: Facilitate sustainable, aesthetically pleasing, and environmentally appropriate development in key areas.

Objectives:

- Identify potential catalyst projects in the downtown, lakefront, and neighborhoods of Geneva.
- Develop project plans for key projects and assemble public, private, and not-for-profit partners to execute.

Progress: GLDC worked with the Geneva Industrial Development Agency to structure a deal that will result in the development of retail space in a Geneva neighborhood. The deal includes the sale of a parcel of land, which was still pending as of year-end.

GOAL 2: Ameliorate conditions contributing to, or threatening neighborhood decline.

Objectives:

- Analyze market trends to identify areas of distress in Geneva's neighborhoods.
- Identify "ground level" conditions contributing to market erosion.
- Develop project plans for key projects to eradicate conditions contributing to neighborhood decline.
- Assemble public, private, and not-for-profit partners to execute project plans.

GOAL 3: Identify and support key projects in the not-for-profit community.

Objectives:

- Identify potential development projects through review of strategic plans for Hobart and William Smith Colleges, Finger Lakes Health, Cornell AgriTech and other key not-for-profit partners.
- Contact not-for-profit partners to pursue development projects that would benefit from LDC support.

GOAL 4: Play an active role in the recruitment and retention of businesses and their employees.

Objectives:

- Better understand the available economic development properties and opportunities.
- Collaborate with the City, Ontario County Economic Development Board and other public and private entities to market and support businesses and their employees.

- Attract, recruit and focus on businesses looking to locate regionally or expanding City businesses.
- Work to analyze joint economic opportunities with key partners such as the City's Revolving Loan Fund, Technology Farm Board and the City of Geneva Industrial Development Agency.

GOAL 5: Contribute to the financial stability of businesses during a catastrophic event.

Objectives:

- Provide support and programs to businesses through partnerships with other financial institutions that address short term needs.
- Develop a business database to be able to communicate with businesses on the services, programs and assistance available.

Annual Report for Geneva Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date: 01/25/2023

Status: UNSUBMITTED

Certified Date: N/A

Governance Information (Authority-Related)

Question		Response	URL (if Applicable)
1.	Has the Authority prepared its annual report on operations and accomplishments for the reporting period as required by section 2800 of PAL?	Yes	https://cityofgenevany.com/Archive.aspx?AMID=42
2.	As required by section 2800(9) of PAL, did the Authority prepare an assessment of the effectiveness of its internal controls?	Yes	https://cityofgenevany.com/Archive.aspx?AMID=42
3.	Has the lead audit partner for the independent audit firm changed in the last five years in accordance with section 2802(4) of PAL?	Yes	N/A
4.	Does the independent auditor provide non-audit services to the Authority?	No	N/A
5.	Does the Authority have an organization chart?	Yes	https://cityofgenevany.com/287/Local-Development-Corporation
6.	Are any Authority staff also employed by another government agency?	Yes	City of Geneva
7.	Has the Authority posted their mission statement to their website?	Yes	https://cityofgenevany.com/287/Local-Development-Corporation
8.	Has the Authority's mission statement been revised and adopted during the reporting period?	No	N/A
9.	Attach the Authority's measurement report, as required by section 2824-a of PAL and provide the URL.		https://cityofgenevany.com/Archive.aspx?AMID=42

Annual Report for Geneva Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date: 01/25/2023

Status: UNSUBMITTED

Certified Date: N/A

Governance Information (Board-Related)

Question		Response	URL (If Applicable)
1.	Has the Board established a Governance Committee in accordance with Section 2824(7) of PAL?	Yes	N/A
2.	Has the Board established an Audit Committee in accordance with Section 2824(4) of PAL?	Yes	N/A
3.	Has the Board established a Finance Committee in accordance with Section 2824(8) of PAL?	Yes	N/A
4.	Provide a URL link where a list of Board committees can be found (including the name of the committee and the date established):		https://cityofgenevany.com/287/Local-Development-Corporation
5.	Does the majority of the Board meet the independence requirements of Section 2825(2) of PAL?	Yes	N/A
6.	Provide a URL link to the minutes of the Board and committee meetings held during the covered fiscal year		https://cityofgenevany.com/287/Local-Development-Corporation
7.	Has the Board adopted bylaws and made them available to Board members and staff?	Yes	https://cityofgenevany.com/287/Local-Development-Corporation
8.	Has the Board adopted a code of ethics for Board members and staff?	Yes	https://cityofgenevany.com/287/Local-Development-Corporation
9.	Does the Board review and monitor the Authority's implementation of financial and management controls?	Yes	N/A
10.	Does the Board execute direct oversight of the CEO and management in accordance with Section 2824(1) of PAL?	Yes	N/A
11.	Has the Board adopted policies for the following in accordance with Section 2824(1) of PAL?		
	Salary and Compensation	Yes	N/A
	Time and Attendance	Yes	N/A
	Whistleblower Protection	Yes	N/A
	Defense and Indemnification of Board Members	Yes	N/A
12.	Has the Board adopted a policy prohibiting the extension of credit to Board members and staff in accordance with Section 2824(5) of PAL?	Yes	N/A
13.	Are the Authority's Board members, officers, and staff required to submit financial disclosure forms in accordance with Section 2825(3) of PAL?	Yes	N/A
14.	Was a performance evaluation of the board completed?	Yes	N/A
15.	Was compensation paid by the Authority made in accordance with employee or union contracts?	No	N/A
16.	Has the board adopted a conditional/additional compensation policy governing all employees?	Yes	https://cityofgenevany.com/287/Local-Development-Corporation

Annual Report for Geneva Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date: 01/25/2023

Status: UNSUBMITTED

Certified Date: N/A

Board of Directors Listing

Name	Bucklin, Paula	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	9/3/2014	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2024	Complied with Training Requirement of Section 2824?	No
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

Name	Devaney, Chev	Nominated By	Other
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	No
Term Start Date	1/1/2018	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2023	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

Annual Report for Geneva Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date: 01/25/2023

Status: UNSUBMITTED

Certified Date: N/A

Name	Gillotte, Peter	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	3/3/2021	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2023	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

Name	Hollenbeck, Dana	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	6/3/2020	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2022	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

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Name	Koczent, Robert	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	8/17/2011	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2022	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

Name	Linger, David	Nominated By	Local
Chair of the Board	Yes	Appointed By	Local
If yes, Chair Designated by	Elected by Board	Confirmed by Senate?	N/A
Term Start Date	8/17/2011	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2023	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

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Name	Rodriguez, Marc	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	3/3/2021	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2023	Complied with Training Requirement of Section 2824?	No
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

Name	Sollenne, Rob	Nominated By	Local
Chair of the Board	No	Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	N/A
Term Start Date	1/1/2020	Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	Yes
Term Expiration Date	12/31/2022	Complied with Training Requirement of Section 2824?	Yes
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	No
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	No
Designee Name		Ex-Officio	

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Certified Date: N/A

Name	Vacant	Nominated By	Local
Chair of the Board		Appointed By	Local
If yes, Chair Designated by		Confirmed by Senate?	
Term Start Date		Has the Board Member/Designee Signed the Acknowledgement of Fiduciary Duty?	
Term Expiration Date		Complied with Training Requirement of Section 2824?	
Title		Does the Board Member/Designee also Hold an Elected or Appointed State Government Position?	
Has the Board Member Appointed a Designee?		Does the Board Member/Designee also Hold an Elected or Appointed Municipal Government Position?	
Designee Name		Ex-Officio	

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Status: UNSUBMITTED

Certified Date: N/A

Staff Listing

Name	Title	Group	Department/ Subsidiary	Union Name	Bargaining Unit	Full Time/ Part Time	Exempt	Base Annualized Salary	Actual salary paid to the Individual	Overtime paid by Authority	Performance Bonus	Extra Pay	Other Compensati on/Allowanc es/Adjustme nts	Total Compensati on paid by Authority	Individual also paid by another entity to perform the work of the Authority	If yes, Is the payment made by a State or local governme nt
Blowers, Adam	Financial Officer	Executive			n/a	FT	Yes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No	
Gerling, Sage	Executive Director	Executive			n/a	FT	Yes	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No	

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Benefit Information

During the fiscal year, did the Authority continue to pay for any of the above mentioned benefits for former staff or individuals affiliated With the Authority after those individuals left the Authority?

No

Board Members

Name	Title	Severance Package	Payment for Unused Leave	Club Member-ships	Use of Corporate Credit Cards	Personal Loans	Auto	Transportation	Housing Allowance	Spousal / Dependent Life Insurance	Tuition Assistance	Multi-Year Employment	None of these Benefits	Other
Bucklin, Paula	Board of Directors												X	
Devaney, Chev	Board of Directors												X	
Gillotte, Peter	Board of Directors												X	
Hollenbeck, Dana	Board of Directors												X	
Koczent, Robert	Board of Directors												X	
Linger, David	Board of Directors												X	
Rodriguez, Marc	Board of Directors												X	
Sollenne, Rob	Board of Directors												X	
Vacant	Board of Directors												X	

Staff

Name	Title	Severance Package	Payment for Unused Leave	Club Member-ships	Use of Corporate Credit Cards	Personal Loans	Auto	Transportation	Housing Allowance	Spousal / Dependent Life Insurance	Tuition Assistance	Multi-Year Employment	None of these Benefits	Other
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Status: UNSUBMITTED

Certified Date: N/A

Subsidiary/Component Unit Verification

Is the list of subsidiaries, as assembled by the Office of the State Comptroller, correct?	Yes
Are there other subsidiaries or component units of the Authority that are active, not included in the PARIS reports submitted by this Authority and not independently filing reports in PARIS?	No

Name of Subsidiary/Component Unit	Status
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Request Subsidiary/Component Unit Change

Name of Subsidiary/Component Unit	Status	Requested Changes
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Request Add Subsidiaries/Component Units

Name of Subsidiary/Component Unit	Establishment Date	Purpose of Subsidiary/Component Unit
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Request Delete Subsidiaries/Component Units

Name of Subsidiary/Component Unit	Termination Date	Reason for Termination	Proof of Termination Document Name
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Status: UNSUBMITTED

Certified Date: N/A

Summary Financial Information
SUMMARY STATEMENT OF NET ASSETS

			Amount
Assets			
Current Assets			
	Cash and cash equivalents		\$172,908.00
	Investments		\$81,379.00
	Receivables, net		\$0.00
	Other assets		\$0.00
	Total current assets		\$254,287.00
Noncurrent Assets			
	Restricted cash and investments		\$0.00
	Long-term receivables, net		\$0.00
	Other assets		\$0.00
	Capital Assets		
		Land and other nondepreciable property	\$44,567.00
		Buildings and equipment	\$0.00
		Infrastructure	\$0.00
		Accumulated depreciation	\$0.00
		Net Capital Assets	\$44,567.00
	Total noncurrent assets		\$44,567.00
Total assets			\$298,854.00
Liabilities			
Current Liabilities			
	Accounts payable		\$25,000.00
	Pension contribution payable		\$0.00
	Other post-employment benefits		\$0.00
	Accrued liabilities		\$0.00
	Deferred revenues		\$0.00
	Bonds and notes payable		\$0.00
	Other long-term obligations due within one year		\$0.00
	Total current liabilities		\$25,000.00
Noncurrent Liabilities			

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Certified Date: N/A

	Pension contribution payable		\$0.00
	Other post-employment benefits		\$0.00
	Bonds and notes payable		\$0.00
	Long term leases		\$0.00
	Other long-term obligations		\$0.00
	Total noncurrent liabilities		\$0.00
Total liabilities			\$25,000.00
Net Asset (Deficit)			
Net Assets			
	Invested in capital assets, net of related debt		\$0.00
	Restricted		\$0.00
	Unrestricted		\$273,854.00
	Total net assets		\$273,854.00

SUMMARY STATEMENT OF REVENUE, EXPENSES AND CHANGES IN NET ASSETS

			Amount
Operating Revenues			
	Charges for services		\$0.00
	Rental and financing income		\$0.00
	Other operating revenues		\$0.00
	Total operating revenue		\$0.00
Operating Expenses			
	Salaries and wages		\$0.00
	Other employee benefits		\$0.00
	Professional services contracts		\$11,775.00
	Supplies and materials		\$0.00
	Depreciation and amortization		\$0.00
	Other operating expenses		\$0.00
	Total operating expenses		\$11,775.00
Operating income (loss)			(\$11,775.00)
Nonoperating Revenues			
	Investment earnings		\$437.00
	State subsidies/grants		\$0.00
	Federal subsidies/grants		\$0.00
	Municipal subsidies/grants		\$0.00
	Public authority subsidies		\$0.00

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	Other nonoperating revenues		\$0.00
	Total nonoperating revenue		\$437.00
Nonoperating Expenses			
	Interest and other financing charges		\$0.00
	Subsidies to other public authorities		\$0.00
	Grants and donations		\$0.00
	Other nonoperating expenses		\$0.00
	Total nonoperating expenses		\$0.00
	Income (loss) before contributions		(\$11,338.00)
Capital contributions			\$0.00
Change in net assets			(\$11,338.00)
Net assets (deficit) beginning of year			\$285,192.00
Other net assets changes			\$0.00
Net assets (deficit) at end of year			\$273,854.00

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Status: UNSUBMITTED

Certified Date: N/A

Current Debt

Question		Response
1.	Did the Authority have any outstanding debt, including conduit debt, at any point during the reporting period?	No
2.	If yes, has the Authority issued any debt during the reporting period?	

New Debt Issuances

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Status: UNSUBMITTED

Certified Date: N/A

Schedule of Authority Debt

Type of Debt			Statutory Authorization(\$)	Outstanding Start of Fiscal Year(\$)	New Debt Issuances(\$)	Debt Retired (\$)	Outstanding End of Fiscal Year(\$)
State Obligation	State Guaranteed						
State Obligation	State Supported						
State Obligation	State Contingent Obligation						
State Obligation	State Moral Obligation						
Other State-Funded	Other State-Funded						
Authority Debt - General Obligation	Authority Debt - General Obligation						
Authority Debt - Revenue	Authority Debt - Revenue						
Authority Debt - Other	Authority Debt - Other						
Conduit		Conduit Debt					
Conduit		Conduit Debt - Pilot Increment Financing					
TOTALS							

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Status: UNSUBMITTED

Certified Date: N/A

Real Property Acquisition/Disposal List

This Authority has indicated that it had no real property acquisitions or disposals during the reporting period.

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Status: UNSUBMITTED

Certified Date: N/A

Personal Property

This Authority has indicated that it had no personal property disposals during the reporting period.

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Status: UNSUBMITTED

Certified Date: N/A

Property Documents

Question		Response	URL (If Applicable)
1.	In accordance with Section 2896(3) of PAL, the Authority is required to prepare a report at least annually of all real property of the Authority. Has this report been prepared?	Yes	https://cityofgenevany.com/Archive.aspx?AMID=42
2.	Has the Authority prepared policies, procedures, or guidelines regarding the use, awarding, monitoring, and reporting of contracts for the acquisition and disposal of property?	Yes	https://cityofgenevany.com/287/Local-Development-Corporation
3.	In accordance with Section 2896(1) of PAL, has the Authority named a contracting officer who shall be responsible for the Authority's compliance with and enforcement of such guidelines?	Yes	N/A

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Grant Information

This Authority has indicated that it did not award any grants during the reporting period.

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Status: UNSUBMITTED

Certified Date: N/A

Loan Information

This Authority has indicated that it did not have any outstanding loans during the reporting period.

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Status: UNSUBMITTED

Certified Date: N/A

Bond Information

This Authority has indicated that it did not have any outstanding bonds during the reporting period.

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Status: UNSUBMITTED

Certified Date: N/A

Additional Comments

Certified Financial Audit for Geneva Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date: 01/25/2023

Status: UNSUBMITTED

Certified Date : N/A

Financial Documents

Question	Response
1. Attach the independent audit of the Authority's financial statements.	N/A

URL (If Applicable)	Attachments
https://cityofgenevany.com/Archive.aspx?AMID=42	Attachment Included

Question	Response
2. Has the Authority's independent auditor issued a management letter to the Authority in connection with its audit of the Authority's financial statements?	Yes

URL (If Applicable)	Attachments
https://cityofgenevany.com/Archive.aspx?AMID=42	Attachment Included

Question	Response
3. Has the Authority's independent auditor issued a Report on Internal Controls Over Financial Reporting to the Authority?	Yes

URL (If Applicable)	Attachments
https://cityofgenevany.com/Archive.aspx?AMID=42	Attachment Included

Question	Response
4. Attach any other communication required or allowed by government auditing standards issued by the Comptroller General of the United States to be issued by the Authority's independent auditor in connection with its annual audit of the Authority's financial statements.	

URL (If Applicable)	Attachments

Additional Comments

Investment Report for Geneva Local Development Corporation

Fiscal Year Ending: 12/31/2021

Run Date : 01/25/2023
Status: UNSUBMITTED
Certified Date: N/A

Investment Information

Question		Response	URL (If Applicable)
1.	Has the Authority prepared an Annual Investment Report for the reporting period as required by Section 2925 (6) of PAL?	Yes	https://cityofgenevany.com/Archive.aspx?AMID=42
2.	Are the Authority's investment guidelines reviewed and approved annually?	Yes	
3.	Did the Authority have an independent audit of investments as required by Section 2925(3)(f) of PAL?	Yes	https://cityofgenevany.com/Archive.aspx?AMID=42
4.	Has the Authority's independent auditor issued a management letter to the Authority in connection with its annual audit of investments?	Yes	https://cityofgenevany.com/Archive.aspx?AMID=42

Additional Comments