

THE GENEVA CITY COUNCIL

JOURNAL OF PROCEEDINGS

SPECIAL COUNCIL MEETING

September 26, 2023 – 7:00 PM

Cornell Agritech Campus, Jordan Hall
630 W. North Street
Geneva, NY 14456

Presiding – Steve Valentino, Mayor

1. ROLL CALL

Present: Clr. Regan, Clr. Gaglianese, Clr. Noone, Clr. Burrall, Clr. Camera, Clr. Brimm, and Clr. Pealer

Absent: Clr. Salamendra

2. PRESENTATION OF 2024 BUDGET PROPOSAL

City Manager Hendrix began by announcing that the 2024 budget presentation and budget binders presented to council tonight will be posted on the website within 24 hours and a budget public hearing will be held next week at the regular council meeting. She said when the comptroller and her began preparing the budget they kept in mind the desire to keep the tax rate the same which meant asking departments to be judicious in their spending. She said to sustain investments we must honor our commitments by continuing work on some of our biggest challenges despite a declining infrastructure, an unpredictable climate, and ongoing financial stressors for vulnerable populations. Her proposed plan recognizes that our community looks to their local government to provide the structural support for their daily lives while expecting the support of robust work with renewed and ongoing funding.

She gave a quick overview of the recommended operating budget, stating our total appropriations are at \$19,000,000, with our estimated revenues at \$10,000,000. The levy total had an increase of .87%, making it \$8,428,873, which is below the \$8,459,062 price of the property tax cap. She explained that despite it being lower there will still be a resolution at the next monthly meeting to override the tax cap in case there is anything council wants to add. There is an increase in the median price of a home, which is now \$117,500, and plays a part in why the levy has a .87% increase despite having a 0% rate change. She said the cost per resident is a new number being presented, which is \$678 based on the local census count, but gave a reminder that each of these residents range from babies to much older.

For the recommended water and sewer budgets she said the water total is \$3,537,599 which has a 6.7% rate change increase with no impact to consumers. As for sewer she said the total is \$5,263,437 with a 0.4% spending increase and again no impact to consumers.

She then provided information about the City of Geneva, based on census data, that the comptroller and herself used to take into account who they're serving. She said the 2021 medium household income was \$56,019, the median gross monthly rent was \$857, and 89.3% of our population are high school

graduates which is above the national average. As for 2022, the population in the City of Geneva was 12,432 with 18.6% being people in poverty. She felt these are key numbers to consider in acknowledging who is paying taxes and what those families look like.

The city manager went on to explain how a budget is built and the importance of looking at key economic and fiscal indicators. She said the current inflation rate is 3.67% which is much lower than the 8.26% we were at last year but still higher than the long-term average of 3.28% and even the 3.18% last month. She explained while the inflation rate is for the US, not local, it gives us a gauge and is still a key sign on how we're doing in the economy. She said as we can see there is a fluctuation but feels where we are at is a good sign.

The next slide was consumer confidence, which she defined as how comfortable or confident people are in spending their money rather than saving it. She said the consumer sentiment for the U.S. is falling a little which means people aren't spending as freely as they may have been a year ago. There are many things that come into play such as the Federal Reserve's aggressive tightening campaign which she pointed to as it has challenged the market slightly. She displayed a graph of the stock market daily count which displayed a fairly flat line which she said is a good thing. Further, she explained that over 10 years more movement would be visible, but pointed out that it has trended upward slightly this year despite staying relatively flat.

City Manager Hendrix then turned to unemployment which has declined in Ontario County from a rate of 3.1% to 2.7%. She said as for the annual average is 4.3% for NYS and 3.18% for Ontario County. She emphasized that unemployment will never reach zero because the rate includes everyone in the labor market but not all of them are seeking employment. She also pointed out that there is an annual jump in January and February for season employment.

The city manager brought up the county taxation since residents, on top of their city taxes, pay county taxes, school taxes, and sales taxes. She said the full value taxable property in Ontario County is \$10,615,724,689. She said during 2022 the county levy was \$66,436,108 with a tax rate of \$6.26/ per \$1,000 of value and the city had a \$8,339,163 city levy with a \$17.63/ per \$1,000 of value tax rate.

She said when preparing the 2024 budget the theme was sustaining investments, more than just the last 5 or 10 years. She praised the department heads, who were tasked with making many tough decisions, since they are engaged, creative and are filled with a lot of possibilities but don't have endless funds to fulfill them all. Departments were directed to create 2 budgets, one with a 12% decrease and another with a maintenance of effort. Additionally, they did a list of above requested maintenance items that they couldn't fit in but need or wish to see in the future.

The city manager said the best ways to wisely invest in the city for 2024 are found by looking at our people and infrastructure and determining how they can be moved forward. She understands that the possibilities to enhance are endless, but recognizes that we have to make tough decisions. She said another part of preparing the budget is how we align the values of the community and measure our success. She shared her budget goals which are to maintain the current tax rate, invest in the future while building from the past, and maintaining services. She said to maintain the current tax rate we may not be able provide all the same services that we currently provide. She wants to balance investing in the future while building from the past rather than shutting the door on it.

Her strategies were to invest in our people, ask difficult questions, identify critical needs, monitor our reserves, and maintain what we have. She knows there are residents and faculty who want to do everything but is realistic that it all can't be done in one single year. She said many of the past budgets have referred to the how services have been delayed and were reactive verses proactive. She feels we need to find a balance because when a problem arises, we must step back from being proactive in order to address the current situation. She thinks the priorities of this budget align with council's goals from last year along with the values of the city (beautification, sustainability, connections, prosperous, equitability).

Budget drivers included looking at expenditures (labor cost & unknown variables, debt, capital investments, cost increases) and revenues (sales tax, state aid, other revenue streams). Within this she discussed employees which totaled 124.25 in 2023 and now 127 full time equivalents in 2024. She said the city is negotiating four employee contract agreements and health agreements. She also said she's been committed to reviewing unrepresented employees since their annual increases have only been 2% since 2009.

City Manager Hendrix explained the total outstanding debt is \$38,842,256 which includes the general, water, and sewer fund debts and 15.85% of debt contracting has been exhausted. The grid displayed on the sideshow only referred to the general fund debt and she explained that the years without an amount indicate that the payment hadn't started or it's been dropped off.

She said capital planning for 2024 and 2025 are a big part of the budget and they are the large projects that usually go to band or bond. The grid, which goes out further in the budget book than the slideshow, are showing where our large capital projects are going. She explained the DPW determines the need for replacement and then based on these plans it goes into the initial band/ bond phase if the city decides the project can go forward.

The city manager acknowledged that there are increasing costs in many cases and addressed a few. She said there will be a conversation about changing health insurance providers, all of which are going up, the new being an 8% increase and the current being an 11% increase. For utilities she's predicting an 8-12% increase on all utility related costs looking forward. As for pensions, which are mandated costs, she expects between a 5-8% increase this year for the 3 different ones the city participates in.

Monthly sales tax has continued to increase in Ontario County, running above what was projected, so she believes it's likely to see additions over those projections in 4th quarter. She said some additional revenues include state and federal aid (\$2,715,113) and interest and earning (\$70,000) which she is invested in pursuing more. Additionally, outside of local tax dollars, there is culture and recreation which she said include renting of our properties for recreations and registrations for farmer's market.

Next, the city manager wanted to look at how we invest in the city. In 2024 she wants additional supports for staff and ways to better utilize them, continued partnership with BID (like weeding of downtown area), and streamlining services and more efficient processes (like implementing more automated measures such as time keeping). She said there should be a priority behind staff and community safety along with increasing meaningful community input in these city processes. She would like increased summer recreation opportunities such as expanding the pilot program for all day youth summer care. She wants to review city facilities to ensure they meet city needs, focus on training for staff, smart equipment replacement for our teams, and succession planning/ employee retention for our workplace.

City Manager Hendrix presented new or realigned positions for 2024, starting with recreating the position that serves as a project's coordinator and confidential secretary between human resources and city manager. Additionally, she recommended a community engagement coordinator to take on a multifunctional role by increasing community engagement, focusing on communication, and understanding what grant opportunities may be available. She also said a safety compliance coordinator as a pilot position could help to bring buildings up to the standards that they need to be while looking at compliance and claims. For succession planning she said she recommends an auto mechanic trainee in public works and an MEO trainee for water administration to have someone internal who understands the important pieces of those roles. Similarly, she said a buildings and grounds assistant supervisor position was previously eliminated, but she would like it back for sustainability. Many of these positions are molded from other positions that existed which is why she says there isn't a giant increase seen.

Next, the city manager addressed the unfunded positions in the 2024 budget. She said the human resources manager was instead achieved through the shared position with human resources and the city manager. She said if we did incorporate the auto mechanic trainee, we would be able to eliminate an MEO position for the DPW. As for the engineering technician the city will soon bring a junior engineer on board instead. She explained that they'd looked at bringing on a senior clerk for the planning and economic department, who would focus on grants and grant writing since the private market for grants is much more competitive. She said this now falls under the reimagined community engagement coordinator, not as a grant writer, but someone who prepares the documents and carries them through. She said in the city managers budget there was a communications coordinator to be shared with BID but the missions were very different and it was ultimately unsuccessful. Lastly, she explained within the clerk's office there was a one-time fund for a transitional role of an administrative assistant.

City Manager Hendrix explained what was not included in the budget totals over 17 million dollars after many difficult decisions. First, she displayed the total unfunded equipment, noting that some have another year next to their name indicating when they will come back up through the replacement or capital plan. She explained ones without a specific year next to them aren't planned at this time, referring to the water rescue and fire suppression boat as an example, to say it isn't that she believes its not a good investment but rather that it needs more research or conversations. Next, she displayed capital projects that are unfunded, additional unfunded expenses that are a one-time cost, and lasty on-going expenses that are unfunded. She said some things are put in for multiple years but she feels they just need to get off the ground before taxpayer dollars should be spent on it.

She wanted people to notice the safety and compliance coordinator is included under FTE's and is a 3-year pilot so it would come out of general fund as a one-time cost and wouldn't change tax levy. She also said it would be very clear how long the position is for unless council chooses to change the tax levy and maintain it as a long-term expense.

She also noted that the current city senior exemption, which is based on the total income a senior makes, has been asked to be brought closer to the county rate by many residents. She explained that while our level is higher than the county and school district, if we meet people at that level, it would be approximately half a million dollars in revenue loss.

City Manager Hendrix stated that the budget book includes a lot of general information and looks similar to ones in previous years. She said it includes the 2023 work projects from various departments with updates as well as how they do their work outside of day-to-day operations. She said these are being prepared once again and wants council to look at how we measure our progress and continue to think

about the possibilities. She stated this budget focuses on what we have without including big changes so council can think about how they want to prioritize their investments.

She said she left \$17,000,000 out of the budget that was requested, and not all departments made requests as they understood how limited the budget was. She suggested looking at what 2024 and beyond will look like since these budgets display where our values are which is why it is one of the biggest pieces of her job. Therefore, she urges council to think about what their values are, look at areas where they want to invest more, and listen to feedback from the community. She thanked staff for the work they put into the budget and the work council will do to move it forward.

Mayor Valentino thanked her and asked how residents can assess it. City Manager Hendrix said it will be available online within the next 24 hours, along with a hard copy that will be downstairs of city hall in the clerk's office.

The mayor reminded everyone that next week is the regular city council meeting and there will be a public hearing on budget and he expects people may wish to come forward. He also asked staff how they would like to receive feedback from council. The city manager said all questions council has will be sent to herself or the comptroller and put in a spreadsheet that allows them to be organized by department. She said this will allow the staff member to be there to answer questions if council desires and reassured that they can be called back if more questions arise. She feels this will streamline the process and asked council to provide questions at least 24 hours prior to the meeting, which would also allow them to be provided in advance to the staff member.

Mayor Valentino said the regular meeting, with the public hearing, will be October 4 with subsequent meeting following on October 11, 18, 25, & 31 if needed. He explained at any point throughout the month the budget can be passed but it needs to be passed by the 31st or will revert back to this budget presented tonight.

Clr. Camera said he understands what most of the projects are under capital plans but asked what is included under the "Lakefront Improvements – Phase VI." The city manager explained it would include the final pieces of the DRI, the marina, the lake tunnel and others which had been put in the initial banding document. She told him she can pull that document for him to review.

3. ADJOURNMENT

ACTION TAKEN by Clr. Gaglianese; seconded by Clr. Brimm

MOVED THAT the meeting be adjourned at 7:49pm

MOTION CARRIED UNANIMOUSLY (8 – 1 Absent)

Nicole Wright

City Clerk



CITY OF GENEVA

2024

BUDGET

Amie M. Hendrix, City Manager
Stefanie Newcomb, Comptroller

QUICK OVERVIEW



RECOMMENDED OPERATING BUDGET

Total Appropriations: \$19,380,229
Estimated Revenues: \$10,855,388
Levy Total: \$8,428,873
Levy Increase: 0.87%
Rate Change: 0%
Property Tax Cap: \$8,459,062
Price of Median Home: \$117,500
Cost Per Resident: \$678



RECOMMENDED WATER AND SEWER

Water Total: \$3,537,599
Rate Change: 6.7% Increase
Impact on Consumers: No Impact

Sewer Total: \$5,263,437
Rate Change: 0.4% spending increase
Impact on Consumers: No Impact

CITY OF GENEVA INFORMATION

The following information is compiled by the US Census Bureau through the annual American Community Survey.



**2021 MEDIAN
HOUSEHOLD
INCOME: \$56,019**



**2021 MEDIAN
GROSS MONTHLY
RENT: \$857**



**2021 HIGH
SCHOOL
GRADUATES:
89.3%**



**2022
POPULATION:
12,432**



**2022 PERSONS IN
POVERTY:
18.6%**

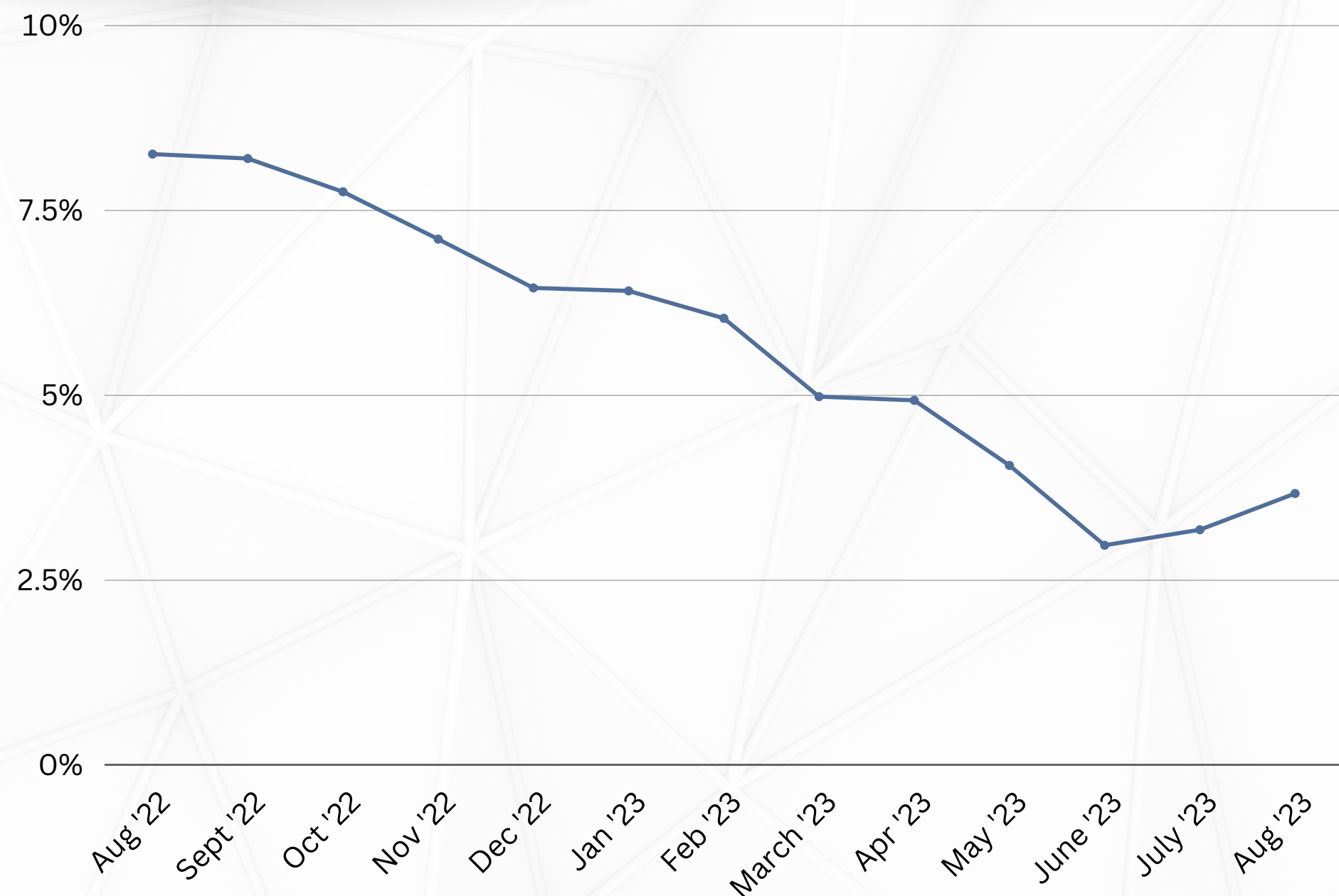


ECONOMIC & FISCAL INDICATORS

INFLATION RATES

US Inflation Rate is at 3.67%, compared to 3.18% last month and 8.26% last year. This is higher than the long term average of 3.28%.

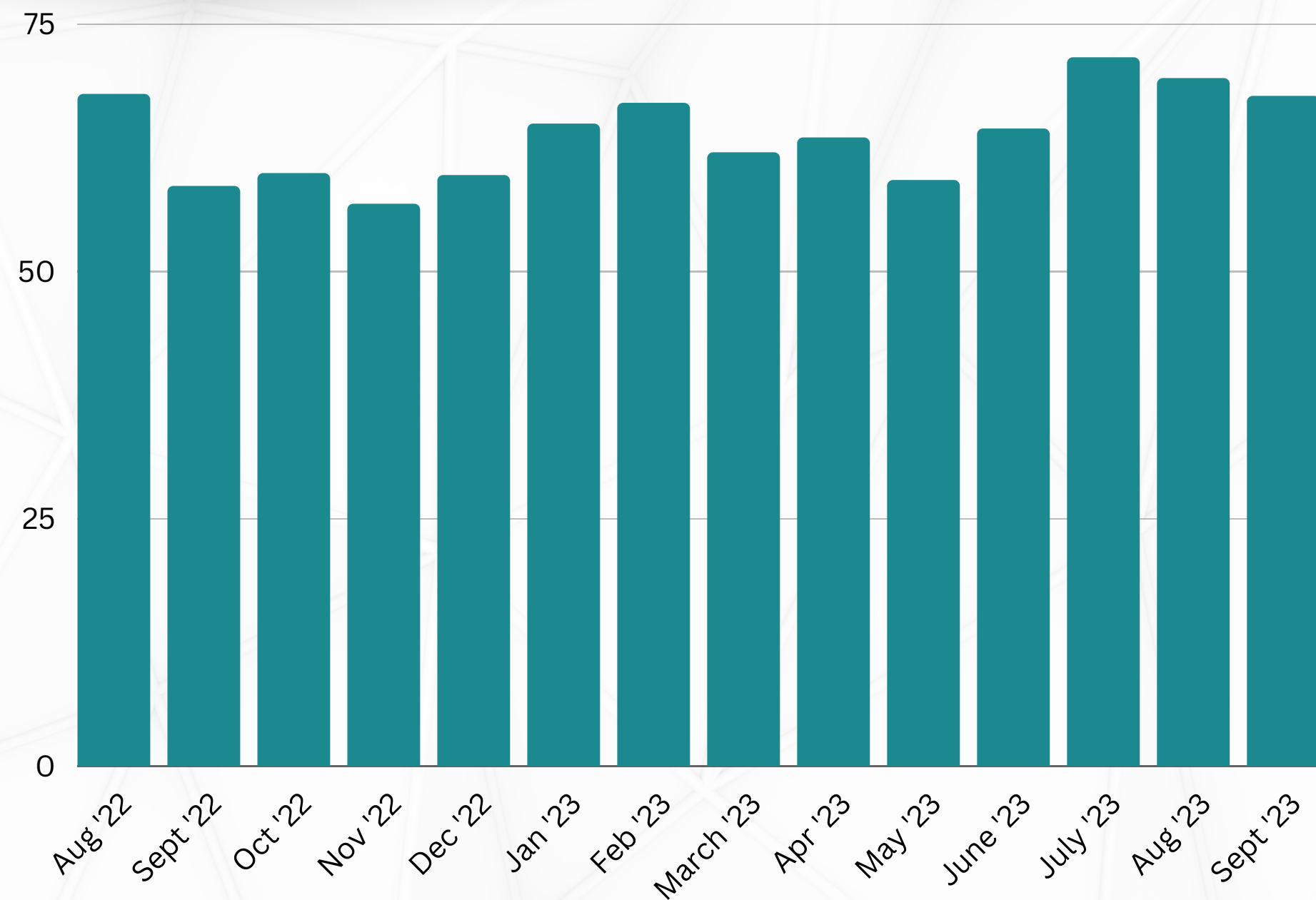
The US Inflation Rate is the percentage in which a chosen types of goods and services purchased in the US increases in price over a year. Inflation is one of the metrics used by the US Federal Reserve to gauge the health of the economy. Since 2012, the Federal Reserve has targeted a 2% inflation rate for the US economy and may make changes to monetary policy if inflation is not within that range.



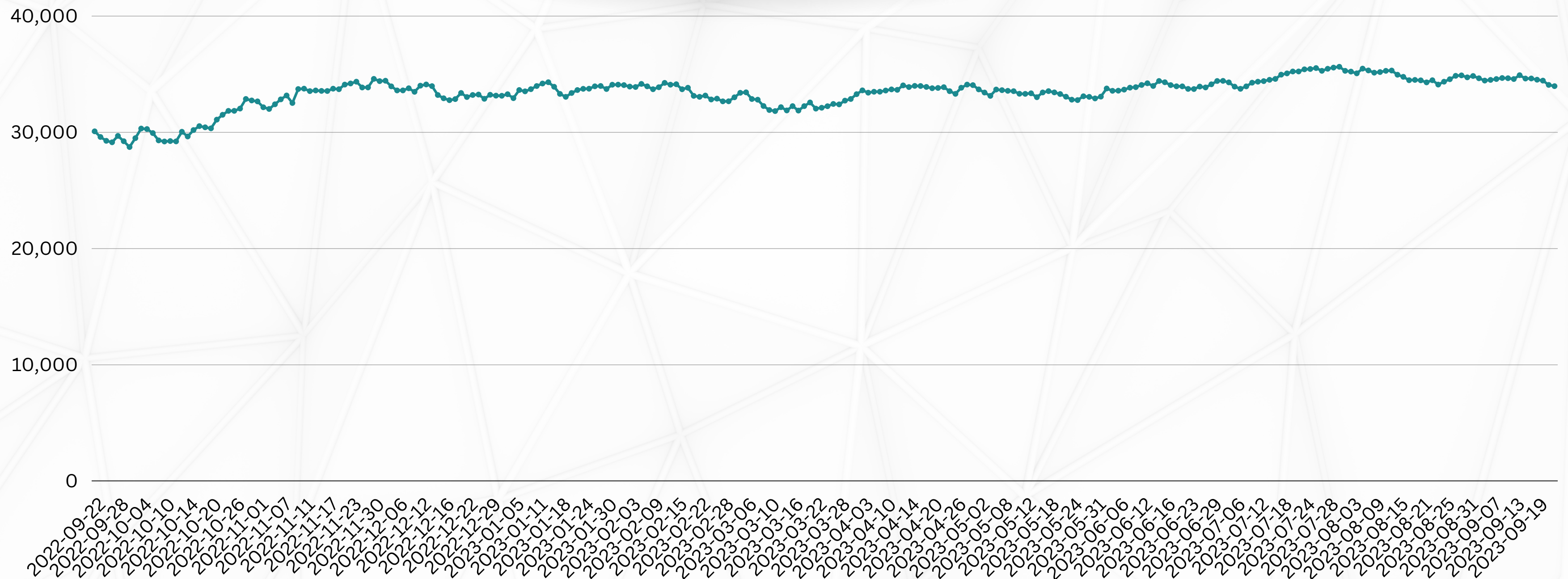
CONSUMER CONFIDENCE

Consumer sentiment for the US fell to 67.7 in September of 2023 from 69.5 in the previous month, retreating further from the near-two-year high of 71.6.

The figure aligns with slowing optimism among other forward-looking indicators, consistent with the Federal Reserve's aggressive tightening campaign and challenging robust growth and light labor market data from earlier in the third quarter.



STOCK MARKET



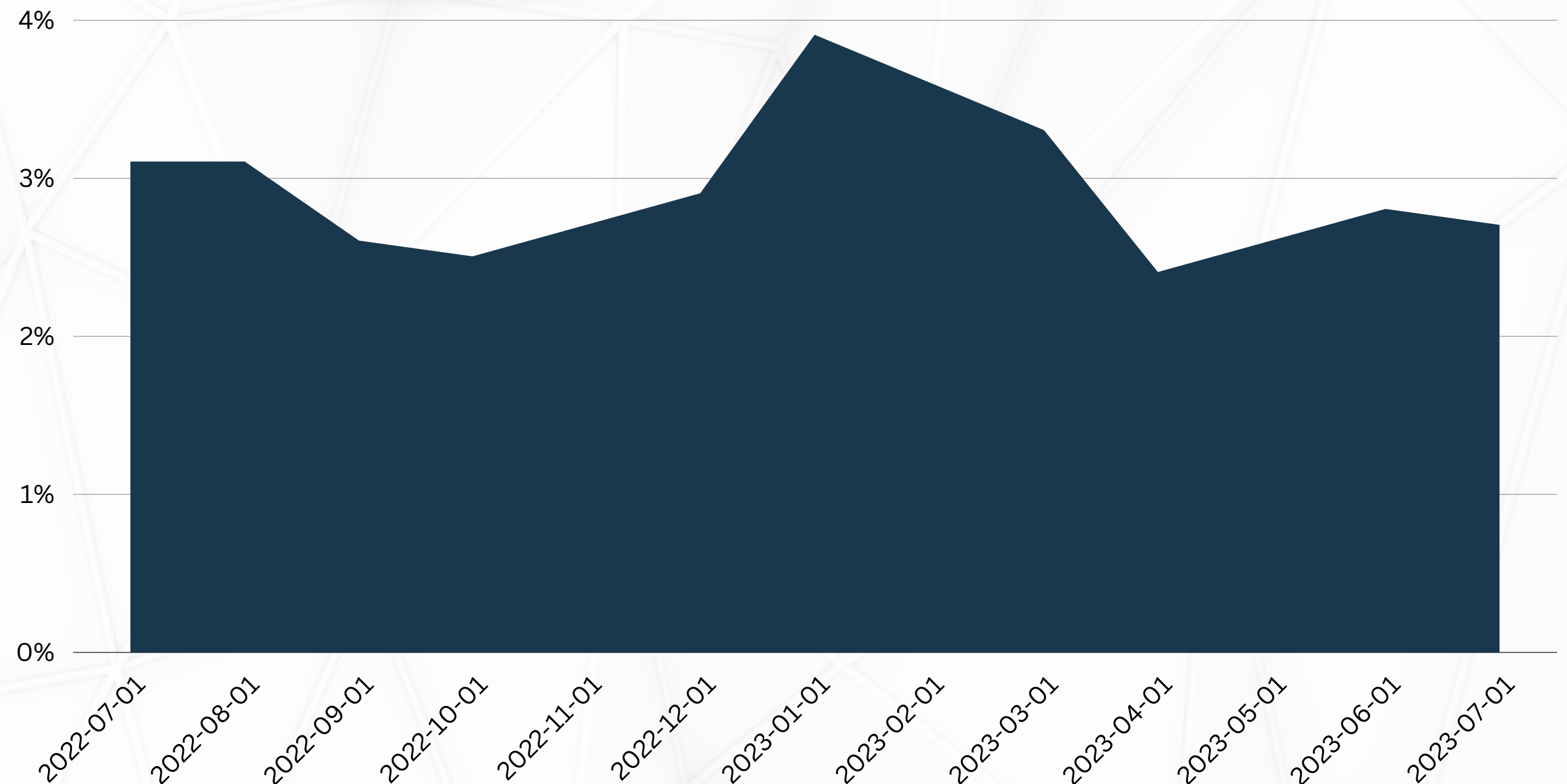
FRED: Dow Jones Industrial Average

ONTARIO COUNTY UNEMPLOYMENT RATE

**Unemployment has
declined from 3.1% to
2.7% in Ontario County**

**Average Annual 2022/23
New York State - 4.3%
Ontario County - 3.18%**

Unemployment rates are the
number of people in labor
market that are not
employed





ONTARIO COUNTY TAXATION 2022

**Full Value Taxable
Property in Ontario
County:
\$10,615,724,689**

**2022 County Levy:
\$66,436,108**

**2022 County Tax Rate:
\$6.26/per \$1,000 of
value**

**County Levy for City of
Geneva:
\$2,992,193**

**2022 City Levy:
\$8,339,163**

**2022 City Tax Rate:
\$17.63/per \$1,000 of
value**





**your
goal**

2024 BUDGET GOALS

PREPARING FOR THE 2024 BUDGET

1

TOUGH CHOICES

Connect work to current work projects.
Review actual spending.
Understand what can be done with what we have.

2

WISE INVESTMENTS

Determine how to best invest in the City of Geneva. This is done through investing in the people and infrastructure in ways that will last beyond any one generation.

3

REALIZE IMPACTS

The possibilities for enhancing our city are endless but the funding is not.

4

ALIGN & MEASURE

Align the values of the organization and community with the investments made with our limited resources and measure our success.

2024 BUDGET GOALS

**MAINTAIN THE
CURRENT TAX RATE**



**MAINTAIN
SERVICES**

**INVEST IN
THE FUTURE**



**BUILD FROM THE
PAST**

STRATEGIES

All departments were asked to prepare a budget with a decrease of at least 12% in their operating expenses. While doing the following:



**INVEST IN OUR
PEOPLE**



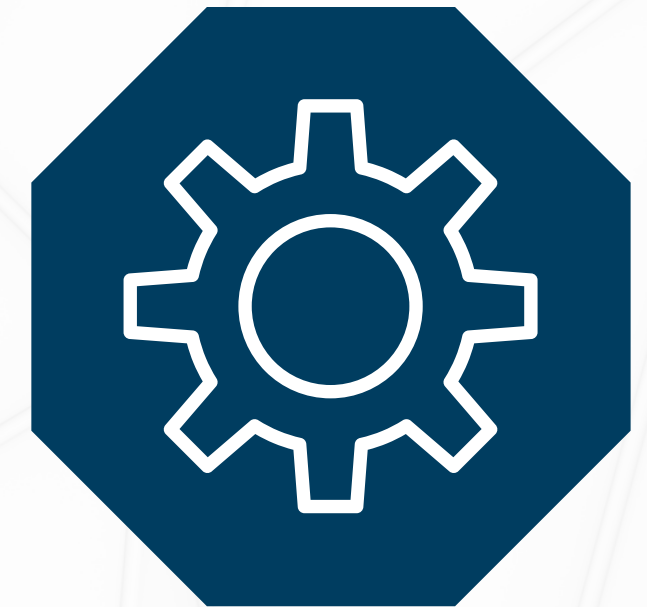
**ASK DIFFICULT
QUESTIONS**



**IDENTIFY
CRITICAL NEEDS**



**MONITOR OUR
RESERVES**



**MAINTENANCE OF
WHAT WE HAVE**

Priorities

Beautiful.

Support beautification efforts throughout the City of Geneva.



Sustainable.

Focus on the infrastructure and the ways that our systems support not only the City of Geneva but the region.



Connected.

Support policies, infrastructure, and processes that ensures stewardship of our lakefront resources.



Prosperous.

Complete the Downtown Revitalization Initiative and the Zoning update to allow for our community to welcome additional businesses and visitors to our City.



Equitable.

Maintain the City projects and properties in ways that show our pride in our uniquely urban city.



To Do List



BUDGET DRIVERS



MAJOR BUDGET DRIVERS FOR 2024

EXPENDITURES

Labor Costs & Unknown Variables
Debt
Capital Investments
Cost Increases

REVENUES

Sales Tax
State Aid
Other Revenue Streams

OUR EMPLOYEES

Full Time Equivalents	2023	2024
City Clerk	2.25	2
City Manager	2	2.75
Comptroller & Assessor	5.5	5
Department of Public Works	48.5	50.5
Fire Department	21.5	21.5
Human Resources	2	1.75
Information Technology	1	1
Planning and Economic Development	2	3
Police Department	36.5	36.5
Recreation	3	3
Total FTE	124.25	127



EMPLOYEE CONTRACTS & AGREEMENTS

	Contract or Agreement Start Date	Contract or Agreement Expiration	2021 Base Increase	2022 Base Increase	2023 Base Increase	2024 Base Increase
I.A.F.F. Fire Contract	1/1/2020	12/31/2024	2.25%	2.00%	1.50%	1.50%
CSEA Municipal Employees Contract	1/1/2021	12/31/2023	1.00%	2.25%	2.75%	TBD
Teamsters Police – Command Contract	1/1/2019	12/31/2023	2.25%	2.25%	2.25%	TBD
Council 82 Police – Officers Contract	1/1/2020	12/31/2023	2.00%	2.50%	2.50%	TBD
CSEA Public Works – Foreman Contract	1/1/2020	12/31/2024	2.00%	2.00%	2.00%	2.00%
CSEA Public Works – Laborers Contract	1/1/2021	12/31/2023	2.00%	2.00%	2.00%	TBD
Unrepresented Employee Agreement	1/1/2009	-	2.00%	2.00%	2.00%	TBD

GENERAL FUND DEBT

General Fund	2024	2025	2026	2027	2028
Installment Purchase Debt	\$291,327	\$291,327	\$291,327	\$ -	
2018 Serial Bond Issue (\$10,846,805)	\$371,438	\$377,063	\$372,388	\$377,413	\$372,138
2020 Serial Bond Issue (\$8,855,000)	\$606,106	\$600,956	\$605,606	\$605,006	\$604,206
2021 Serial Bond Issue (\$5,745,000)	\$40,121	\$39,582	\$39,043	\$38,504	\$42,926
2021 Refunding Serial Bond Issue (\$6,905,000)				\$64,740	\$63,520
2022 Bond Anticipation Note (\$16,050,000)	\$1,272,526	\$1,090,075	\$1,084,350	\$1,057,925	\$1,061,500
Total	\$2,646,258	\$2,462,522	\$2,453,994	\$2,133,968	\$2,133,810

**15.85% = PERCENTAGE OF DEBT
CONTRACTING EXHAUSTED**

TOTAL OUTSTANDING DEBT: \$38,842,256

In New York State, there are limits to how much debt a local government or school district can incur. For counties, cities, towns and villages:

- The debt limit is a percentage of the five-year average full valuation of taxable property within a municipality.
- Debt issued for the purpose of water supply and distribution and certain types of short term borrowings are excluded from the debt limit.
- Exclusions from the limit for debt related to sewer projects and certain types of self-liquidating debt are available.

'24 & '25 CAPITAL PLANS

Project	Estimated Cost	Funding	Fund	Project Cost
Waste Water Treatment Plan - Clarifier Upgrade	\$400,000	Bond	Sewer	\$400,000
Street Resurfacing Program -- Various Streets	\$300,000	CHIPS	General	\$300,000
Lakefront Improvements - Phase VI	\$1,125,000	Grant	General	\$1,500,000
	\$375,000	Bond	General	
Castle Street Reconstruction (Brook to W. North)	\$2,000,000	Bond	General	\$5,000,000
	\$2,000,000	Bond	Water	
	\$1,000,000	Bond	Sewer	
Waste Water Bar Screen Replacement	\$400,000	Bond	Sewer	\$400,000
Communication & Radio System Upgrade	\$150,000	Bond	General	\$150,000
Cellular Water Meters	\$800,000	Bond	Water	\$1,600,000
	\$800,000	Bond	Sewer	
Total	\$9,350,000			\$9,350,000

Project	Estimated Cost	Funding	Fund	Project Cost
Clinton & Cherry & Elmwood Street Reconstruction	\$2,000,000	Bond	General	\$5,000,000
	\$1,500,000	Bond	Water	
	\$1,500,000	Bond	Sewer	
Pulteney St Sewer	\$350,000	Bond	Sewer	\$350,000
Pulteney St Reconstruction (Hamilton to Castle)	\$3,000,000	Bond	General	\$8,000,000
	\$2,000,000	Bond	Water	
	\$3,000,000	Bond	Sewer	
Ice Complex refrigeration plant and compressor conversion	\$240,000	Bond	General	\$240,000
Ice Complex Bleacher Upgrade	\$160,000	Bond	General	\$160,000
Street Resurfacing Program -- Various Streets	\$300,000	CHIPS	General	\$300,000
Total	\$14,050,000			\$14,050,000

INCREASING COSTS



HEALTH INSURANCE

With the change in insurance provider the City is hoping to realize slight cost savings, however the new plan for current employees will still increase by 8% over 2023 rates.



UTILITY COSTS

The cost for utilities and supplies to achieve the work continue to increase. We are projecting an 8% - 12% on all costs related to utilities in 2024.



PENSIONS

Mandated pension costs continue to increase on an annual basis. This years increase will be between 5% - 8% depending on pension unit.

MONTHLY SALES TAX COLLECTION

Region	January-August			May			June			July			August		
	2022 (millions)	2023 (millions)	Percentage Change	2022 (millions)	2023 (millions)	Percentage Change	2022 (millions)	2023 (millions)	Percentage Change	2022 (millions)	2023 (millions)	Percentage Change	2022 (millions)	2023 (millions)	Percentage Change
Finger Lakes	\$641.4	\$668.6	4.2%	\$80.97	\$76.71	-5.3%	\$88.90	\$98.84	11.2%	\$76.25	\$85.27	11.8%	\$78.33	\$83.88	7.1%
Ontario	\$70.68	\$74.26	5.1%	\$8.88	\$8.27	-6.8%	\$9.38	\$11.15	18.9%	\$9.03	\$9.88	9.4%	\$8.59	\$9.39	9.4%
Statewide Total	\$14,177.4	\$14,834.1	4.6%	\$1,690.3	\$1,708.7	1.1%	\$2,132.6	\$2,255.2	5.8%	\$1,766.2	\$1,819.5	3.0%	\$1,711.6	\$1,779.5	4.0%

Sales tax is collected by Ontario County and then distributed to local municipalities including the City of Geneva.

ADDITIONAL REVENUES



\$2,715,113

**STATE AND
FEDERAL AID**



\$70,000

**INTEREST &
EARNINGS**



\$340,750

**CULTURE AND
RECREATION**



INVESTMENTS IN OUR CITY



2024 INVESTMENTS

- **Staff to support the various services provided by the City**
- **Continued partnership with the Business Improvement District**
- **Streamlining services and creating processes that are more efficient**
- **Supporting safety of the staff and community**
- **Increasing meaningful community input in city processes**



2024 INVESTMENTS

- Increased summer recreation opportunities with expanded summer care for youth
- Review of city facilities to ensure they are meeting community needs
- Succession planning for our workforce
- Smart equipment replacement for our teams
- Training for staff and volunteers



NEW OR REALIGNED POSITIONS FOR 2024

- **HR/CM: HR/CM Administrator**
- **CM/PED: Community Engagement Coordinator**
- **CM: Safety Compliance Coordinator**
- **DPW: Auto Mechanic Trainee**
- **DPW: MEO Trainee for Water Administration**
- **DPW: Buildings and Grounds Assistant Supervisor**



POSITIONS UNFUNDED IN 2024

- **HR: Human Resources Manager**
- **DPW: Maintenance Equipment Operator**
- **DPW: Engineering Technician**
- **PED: Senior Clerk**
- **CM: Communications Coordinator (.5)**
- **Clerk: Administrative Assistant/Transition
Funding for New Clerk**





**NOT INCLUDED IN
2024 BUDGET**



Department	Description	Equipment
Recreation	Redesign of Dog Park	\$12,000
Fire	Storm Response Special Operations Trailer	\$15,000
Public Works	Enclosed Trailer (2025)	\$15,000
Recreation	Heating System Mechanical	\$28,000
Public Works	Return Pump (2025)	\$30,000
Fire	Utility Task Vehicle (2025)	\$35,000
Public Works	Dead End Elimination	\$35,000
Fire	Active Shooter Body Armor	\$29,000
Information Technology	Vehicle (2025)	\$40,000
Public Works	Toro Utility Vehicle (2025)	\$40,000
Public Works	Galvin 3-VFD (2025)	\$50,000
Public Works	6" Dry Prime (2025)	\$50,000
Public Works	ABS Pump (2025)	\$55,000
Public Works	F250 Truck for Wastewater (2026)	\$55,000
Fire	Code Inspection Vehicle (2027)	\$60,000
Recreation	Van (2025)	\$65,000
Police	Vehicle (2025)	\$70,000
Fire	Deputy Chief Vehicle (2026)	\$80,000
Fire	Water Rescue & Fire Suppression Boat	\$100,000
Public Works	Salt Truck (2026)	\$200,000
Recreation	Park Master Plan Improvements (2027 & 2028)	\$300,000
Total Equipment Purchases Unfunded in 2024		\$1,364,000

UNFUNDED EQUIPMENT

Note: Parks Master Plan
Should be included in the Capital Plan
unfunded line on the next slide.

UNFUNDED CAPITAL PROJECTS

Department	Description	Amount
Recreation	Four pickleball courts (2026)	\$125,000
Recreation	New Bleachers (2025)	\$160,000
Recreation	Refrigeration Plant & Compressor (2025)	\$175,000
Public Works	DPW Gas Pump Replacement (2027)	\$300,000
Public Works	Pultney Street Sewer (2025)	\$350,000
Public Works	Lakefront Seawall (2026)	\$700,000
Public Works	Clinton, Cherry, Elmwood Reconstruction (2025)	\$5,000,000
Public Works	Pultney Street Reconstruction (Hamilton to Castle)	\$8,000,000
Total Capital Projects Unfunded in 2024		\$14,810,000

ADDITIONAL UNFUNDED EXPENSES

Department	Description	Equipment
City Clerk	Records Restoration	\$5,500
Planning and Economic Development	Additional Grant Writing Support	\$20,000
City Manager	Performance Management Software	\$50,000
City Manager	Comprehensive Plan Update	\$75,000
Public Works	Additional Engineering Study Support	\$175,000
Total One-Time Service Expenses Unfunded in 2024		\$325,500

Department	Description	Equipment
City Manager	Chamber of Commerce Membership	\$3,000
Recreation	Online Payment System	\$5,000
City Manager	Organizational Training Funding	\$8,000
Planning and Economic Development	Programming for an Innovation Kitchen	\$20,000
City Manager	Safety and Compliance Coordinator (ongoing)	\$85,000
Public Works	Construction Inspector	\$85,000
Public Works	Operator Trainee for Water Treatment Plant (2025) Includes benefits	\$85,000
Revenue Change	Senior Exemption for City Residents	\$495,000
Total On-Going Expenses Unfunded in 2024		\$786,000



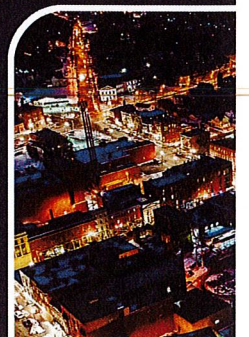
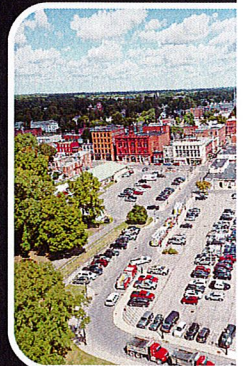
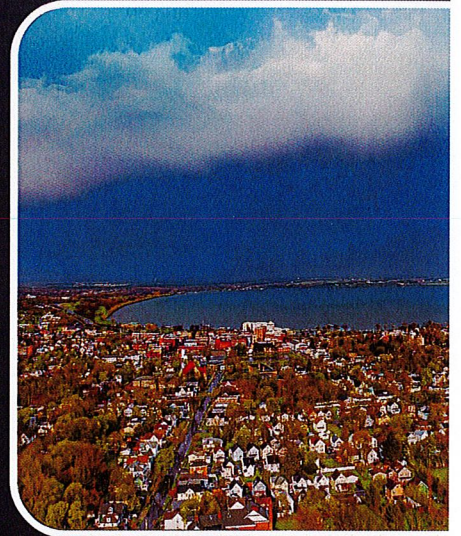
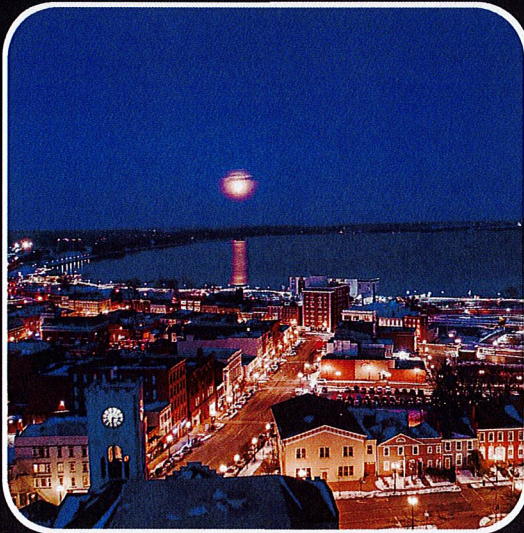
LOOKING AHEAD

THANK YOU!

This budget would not be possible without the tremendous effort of our city staff who reviewed their departmental spending in detail, provided edits to the documents, reviewed all of the numbers, printed copies, and did so much more.



2024 PROPOSED BUDGET





September 26, 2023

Dear Mayor Valentino, Members of Council, Staff, Residents, and Visitors of the City of Geneva,

A budget document is not just a tally of the numbers, it is a guiding document for what our community values and a commitment from our city leaders to utilize the resources provided to enhance the City. As your City Manager, I carry many responsibilities but none, perhaps, as important as ensuring that money entrusted to us by taxpayers is spent wisely, strategically, and in response to community needs.

Today, I present you with a 2024 Recommended Budget that strives to do just that.

This year budget theme is: Sustaining Our Investments

In the year ahead, sustaining investments means that we have to honor the commitments that we have already made in response to some of the biggest challenges of our time: declining infrastructure; ongoing financial stressors for vulnerable populations; an unpredictable climate; and a lack of opportunities for those who want to live in our city.

This proposed spending plan recognizes that our community looks to their local government to provide the structural support for their daily lives. This spending plan supports this robust work by giving our teams renewed, and in many cases, ongoing, funding.

Tough choices

As proud as I am of this proposal, its creation was not an easy task. The 2024 Recommended Budget represents a deep and collaborative effort to understand financial forecasts, assess community needs, weigh sometimes competing priorities, and make difficult choices. It also honors a commitment to maintain the tax rate at the 2023 level, with acknowledgement that costs have increased meaning some services may be removed or be redefined.

The decisions are challenging because we're blessed with a workforce and highly engaged community who continually generates creative and enticing ideas to make local government even better.

While the possibilities for enhancing the City are endless, funding is not.

This is certainly true as we look to 2024. The availability of budgetary resources and additional revenues are balanced by slowing sales tax revenue growth, uncertainty around overall economic conditions, and our responsibility to fulfill many existing commitments to our community.

Office of the City Manager
Amie M. Hendrix

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(315) 789-6104 - FAX (315) 789-0604 - ahendrix@geneva.ny.us - www.cityofgenevany.com

These commitments include continued funding for programs we have operated for many years while looking ahead at the future of our city. We're acutely aware of the importance of maintaining and, in some cases, replacing, the infrastructure that serves our community. And we must continue to support our most valuable asset – our workforce.

These commitments require us to be especially prudent in the upcoming year – and likely for the next couple of years.

We should, of course, explore new sources of funding, but we cannot simply hope that revenues increase or that taxpayers will bless us with more. We need to examine all work with a critical eye as we budget for resilience. All the while, we gain better insights into programmatic outcomes, we must be willing to make courageous decisions to stop programs or services that are not meeting our expectations or are no longer necessary while looking to explore new and innovative ideas.

The 2024 Recommended Budget is a step in this direction.

A decision-making framework

The 2024 Recommended Budget represents movement towards the implementation of Budgeting for Resilience, or outcome-based budgeting. As we move into 2024, we will lean into the work that has come before us to ensure that the City of Geneva focuses on our core values of ensuring that the city is beautiful, prosperous, equitable, connected, and sustainable.

In preparing their budget proposals, departments were required to connect their work to their current work projects while looking to the future of their work. In 2024, we will focus the work projects not only on day-to-day operations but on the possibilities ahead for the city, as well as ways to measure whether the outcomes are being achieved.

Departments were also asked to look at what smart reductions can be made under the perimeters requested by council to stay within the 2023 spending rate. Through on-going discussions many items did not make into the 2024 budget as we have to be prudent with our time and resources. This doesn't mean that our departments are asking to frivolously spend our limited resources, it means that we have to define our why before moving any project forward.

Support for community priorities

Residents rely on local government for important day-to-day services, including clean drinking water, public safety, transportation, housing, parks and outdoor spaces to enjoy, recreation facilities, and more. This recommended budget supports the basic continuation of these core services, while also seeking to address many complex issues.

Investments in employees and infrastructure

To serve community successfully, local government requires talented people and well-maintained infrastructure.

While we applied an in-depth analysis to requests on our employee resources, the proposed budget includes an additional 2.75 FTEs to address urgent needs in the organization. Combined with a reduction of positions that were vacant or never filled in 2023 we have established new positions geared at succession planning, supporting our community, and providing safe spaces for our workers and residents. We will also continue to allocate resources for increased labor costs, as well as increased professional and leadership development opportunities.

There are also unknown investments that will need to occur with our employees through the four collective bargaining agreements set to expire in 2024. As well as a management agreement that has held management at the same levels since 2009. These variables are extremely challenging to budget for, and are necessary to ensure that we maintain a high-quality workforce.

Turning to infrastructure, the 2024 Recommended Budget will make several necessary – and exciting – projects possible.

These include:

- Implementation of Phase VI of the Lakefront Improvements
- Castle Street Reconstruction from Brook Street to West North
- Continuation of analyzing, cleaning, lining, and repairing of our sanitary and storm sewer systems through the City
- Replacement of old water meters with current technology
- Reviewing and upgrading our facilities to increase safety and sustainability

Realizing the Impact of Tough Decisions

As mentioned, our departmental teams were involved in many tough decisions in developing a budget that did not increase the tax burden on our residents. As we looked at spending patterns, ability to complete work, and what could be done department leaders had to decide on what we could tackle in the coming year. These decisions left behind over \$17,000,000 worth of investments.

These projects are not completely lost as Departments will look to acquire resources for several projects through other means or partnerships. Some of the projects may appear in future years, when they will again be reviewed for completion within the economic parameters of the new year.

I applaud our departments for taking the time to make tough decisions while aligning their budgets with community priorities.

Looking Ahead

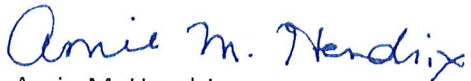
With this presentation of my second budget, I continue to see the possibilities ahead for our city. With our values in hand the next phase of work is to align these values under the leadership set by council through prioritizing our investments, measuring our impact, and understanding what the Geneva of 2024 and beyond will be. We have a vivid history and a bright future. As stewards of the community, we must continue to make the tough decisions that will propel us forward.

Conclusion

In closing, I invite you to dive deeper into the 2024 Recommended Budget. I hope you will join me in feeling proud about the important work we have committed to, together, while also understanding the limited financial capacity the near future will hold. I am appreciative of the work of our City Comptroller, Deputy Comptroller, and all of our teams in providing stellar service to the community as we move beyond the limitations before us.

Thank you for placing your trust in me, your City Manager. It is truly an honor to serve the City of Geneva.

Sincerely,


Amie M. Hendrix



City of Geneva

2024 Proposed Budget

Mayor

Steve Valentino

Councilors At-Large

Frank Gaglianese

Anthony Noone

Ward Councilors

Tom Burrall, First Ward

William Pealer, Second Ward

Jan Regan, Third Ward

R. Ken Camera, Fourth Ward

Laura Salamendra, Fifth Ward

Kyle Brimm, Sixth Ward

Amie Hendrix

City Manager

Stefanie Newcomb
City Comptroller

Kelly Doeblin
Deputy Comptroller

Budget Overview

2024 Taxable Assessed Value:	\$488,630,334
2024 Proposed Tax Levy:	\$8,428,873
2024 Proposed Tax Rate:	\$17.25
Property Tax on Median Value Home for City of Geneva:	\$2,027
2024 Impact for Median Value Home:	\$0 Increase
2024 Cost Per Resident:	\$678.00

General Fund

0.87% Rate Increase in 2024

Spending Level: \$19,123,377

\$164,231 or .87% spending increase from 2023

Fund Balance as of 1/1/2023: \$2,995,890 (15.8%)

- Recommended fund balance of 12 -15% of recommended budget

Sewer Fund

0% Rate Increase in 2024

Spending Level: \$5,263,437

Change from 2023: \$332,061 or 6.7% spending increase from 2023

Fund Balance as of 1/1/2023: \$1,764,927 (35.79%)

- Recommended sewer fund balance of 30% - 35% of recommended budget

Water Fund

sne

0% Rate Increase in 2024

Spending Level: \$3,537,599

Change from 2023: \$14,245 or 0.4% spending increase from 2023

Fund Balance as of 1/1/2023: \$913,993 (25.94%)

- Recommended water fund balance of 30% - 35% of recommended budget

Notes:

Tax Levy: the city's taxing capacity, the total amount of real property taxes levied for all funds in the city's annual

Tax Rate: the percentage at which your property is taxed. Generally, the property tax rate is expressed as a percentage per \$1,000 of assessed value.

Median Home Value for City of Geneva : \$117,500

2022 City of Geneva Population : 12,432



For Every Dollar Spent –

\$0.27 For Public Safety

\$0.14 for Police

\$0.13 for Fire

\$0.26 for Department of Public Works

\$0.23 for Debt

\$0.08 for Administration Services

\$0.06 for Retiree Health Insurance

\$0.06 for Recreation and Community Services

\$0.04 for utilities and insurance

City Property Taxes for Median Home (\$117,500): \$2,027

Residential Water Bill and Sewer Bill Rates will not change in 2024

City of Geneva NY – General Fund Summary

	Unaudited 2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>
<u>REVENUES</u>			
Real Property and Tax Items	9,595,755	10,080,449	10,028,593
Non-Property Taxes	5,276,200	4,520,000	4,642,000
General Government	11,704	17,000	16,000
Public Safety	186,122	170,500	163,500
Health	25,972	25,000	25,000
Transportation	16,417	18,500	24,000
Culture and Recreation	288,348	324,550	340,750
Home and Community Services	97,700	75,000	105,000
Public Safety - Other Governments	165,432	264,000	165,000
Use of Money and Property	66,179	53,600	70,000
Licenses and Permits	71,570	86,000	74,000
Fines & Forfeitures	43,834	120,500	57,175
Sales of Property and Compensation for Loss	38,801	151,000	126,000
Miscellaneous	146,696	143,000	158,100
State and Federal Aid	3,764,732	2,570,113	2,715,113
Interfund Transfers	754,153	340,000	670,000
Total Revenues:	<u>\$20,550,606</u>	<u>\$18,959,212</u>	<u>\$19,380,231</u>

City of Geneva NY – General Fund Summary

	Unaudited 2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>
<u>Expenditures</u>			
Salaries & Wages	\$8,328,169	\$8,183,500	\$8,733,862
Equipment	659,166	887,231	580,500
Contractual Services	3,561,397	3,032,939	3,319,144
Employee Benefits	4,056,952	4,699,772	4,100,466
Debt Service	2,607,254	2,155,705	2,646,257
Total Expenditures:	<u>\$19,212,938</u>	<u>\$18,959,147</u>	<u>\$19,380,229</u>
 Net Operating Gain / Loss to Fund Balance	 <u>\$1,337,667</u>	 <u>\$65</u>	 <u>\$2</u>

City of Geneva NY – General Fund Revenues

		2022	2023	2024
		<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<u>REVENUES</u>				
Real Property and Tax Items:				
A-1001	Real Property Tax	8,032,498	8,425,324	8,428,873
A-1030	Special Assessments	266,912	271,750	275,035
A-1051	Gain on Sale of Tax Acquired Property	368,505	225,000	150,000
A-1081	PILOTS	709,989	953,374	969,685
A-1090	Interest & Penalties on Real Property Taxes	184,623	165,000	175,000
A-1091	Interest & Penalties on Special Assessments	33,229	40,000	30,000
		<u>\$9,595,755</u>	<u>\$10,080,448</u>	<u>\$ 10,028,593</u>
Non-Property Taxes:				
A-1110	Sales & Use Tax	4,753,374	4,100,000	4,182,000
A-1113	Tax on Hotel Room Occupancy	304,874	205,000	250,000
A-1130	Utilities Gross Receipts Tax	129,433	115,000	120,000
A-1170	Franchises	88,519	100,000	90,000
		<u>\$5,276,200</u>	<u>\$4,520,000</u>	<u>\$ 4,642,000</u>
General Government:				
A-1235	Charges for Tax Advertising & Redemption	9,794	15,000	14,000
A-1255	Clerk Fees (<i>Marriage certificates</i>)	1,910	2,000	2,000
		<u>\$11,704</u>	<u>\$17,000</u>	<u>\$ 16,000</u>
Public Safety:				
A-1520	Police Fees (<i>Parking tickets, Police reports</i>)	57,752	60,000	50,000
A-1560	Safety Inspection Fees	2700	500	3,500
A-1589	Other Public Safety Departmental Income	125,670	110,000	110,000
		<u>\$186,122</u>	<u>\$170,500</u>	<u>\$ 163,500</u>
Health:				
A-1603	Vital Statistics Fees (<i>Birth, Death certificates</i>)	\$25,972	\$25,000	\$ 25,000
Transportation				
A-1710	Public Works Charges	<u>\$16,417</u>	<u>\$18,500</u>	<u>\$ 24,000</u>
Culture and Recreation				
A-1980	Public Market Charges	10,049	11,500	11,500
A-2001	Parks and Recreation Charges	17,100	42,000	45,000
A-2012	Recreation Concessions	27,955	26,000	30,000
A-2025	Special Recreational Facility Charges	228,569	239,000	240,000
A-2777	Other Culture & Recreation Income	4,675	6,050	14,250
		<u>\$288,348</u>	<u>\$324,550</u>	<u>\$ 340,750</u>
Home and Community Services				
A-2190	Sale of Cemetery Lots	<u>\$97,700</u>	<u>\$75,000</u>	<u>\$ 105,000</u>

	<u>2022</u> <u>Actual</u>	<u>2023</u> <u>Budget</u>	<u>2024</u> <u>Budget</u>
Public Safety - Other Governments			
A-2210 Shared Services, Other Governments	147,510	144,000	145,000
A-2260 Public Safety Services, Other Governments	17,922	120,000	20,000
	<u>\$165,432</u>	<u>\$264,000</u>	<u>\$ 165,000</u>
Use of Money and Property			
A-2401 Interest and Earnings	9,094	4,500	15,000
A-2410 Rental of Real Property	57,085	49,100	55,000
	<u>\$66,179</u>	<u>\$53,600</u>	<u>\$ 70,000</u>
Licenses and Permits			
A-2501 Business Licenses	20,370	8,500	10,000
A-2540 BINGO Licenses	865	500	1,000
A-2544 Dog Licenses	18,004	17,000	18,000
A-2555 Building & Alteration Permits	32,331	60,000	45,000
	<u>\$71,570</u>	<u>\$86,000</u>	<u>\$ 74,000</u>
Fines & Forfeitures			
A-2610 Fines and Forfeited Bail	42,526	100,500	51,175
A-2615 Stop DWI Fines	286	-	1,000
A-2626 Forfeiture of Crime Proceeds, Restricted	1,022	20,000	5,000
	<u>\$43,834</u>	<u>\$120,500</u>	<u>\$ 57,175</u>
Sales of Property and Compensation for Loss			
A-2650 Sale of Scrap & Excess Material	-	1,000	1,000
A-2680 Insurance Recoveries	38,801	150,000	125,000
	<u>\$38,801</u>	<u>\$151,000</u>	<u>\$ 126,000</u>
Miscellaneous			
A-2770 Other Unclassified	\$146,696	\$143,000	\$ 158,100
State & Federal Aid			
A-3001 State Aid - State Revenue Sharing	1,942,613	1,942,613	1,942,613
A-3005 State Aid - Mortgage Tax	201,128	115,000	125,000
A-3097 State Aid - Capital Projects	392,022	210,000	325,000
A-3389 State Aid, Other Public Safety	14,480	10000	30,000
A-3589 State Aid - Other Transportation	87,517	87,500	87,500
A-3789 State Aid - Economic Assistance	260,590	175000	175,000
A-4089 Federal Aid - Other	866,383	30,000	30,000
	<u>\$3,764,732</u>	<u>\$2,570,113</u>	<u>\$ 2,715,113</u>
Interfund Transfers			
A-5031 Interfund Transfers	\$754,153	\$205,000	\$ 670,000
Total Revenues:	<u>20,550,606</u>	<u>18,959,212</u>	<u>19,380,231</u>

City of Geneva NY – General Fund Expenditures

		2022	2023	2024
		<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<u>Legislative (City Council) - 1010</u>				
A1010.1	Salaries & Wages	31,385	32,000	32,000
A1010.2	Equipment	-	-	-
A1010.4	Contractual Services	3,701	5,300	4,400
A1010.8	Employee Benefits - FICA/Medicare	-	-	-
	Total Operating Expenditures	<u>\$ 35,086</u>	<u>\$ 37,300</u>	<u>\$ 36,400</u>
<u>Mayor - 1210</u>				
A1210.1	Salaries & Wages	7,500	7,500	7,500
A1210.2	Equipment	-	-	-
A1210.4	Contractual Services	5,278	5,400	5,300
A1210.8	Employee Benefits - FICA/Medicare	-	-	-
	Total Operating Expenditures	<u>\$ 12,778</u>	<u>\$ 12,900</u>	<u>\$ 12,800</u>
<u>Municipal Executive (City Manager) - 1230</u>				
A1230.1	Salaries & Wages	164,097	196,575	246,050
A1230.2	Equipment	-	-	-
A1230.4	Contractual Services	47,097	29,000	23,650
	Total Operating Expenditures	<u>\$ 211,194</u>	<u>\$ 225,575</u>	<u>\$ 269,700</u>
<u>Comptroller - 1315</u>				
A1315.1	Salaries & Wages	192,970	315,963	309,874
A1315.2	Equipment	-	-	-
A1315.4	Contractual Services	106,038	52,975	75,450
	Total Operating Expenditures	<u>\$ 299,008</u>	<u>\$ 368,938</u>	<u>\$ 385,324</u>
<u>Assessor - 1355</u>				
A1315.1	Salaries & Wages	100,899	105,649	113,562
A1315.2	Equipment	-	-	-
A1315.4	Contractual Services	4,896	16,145	12,595
	Total Operating Expenditures	<u>\$ 105,795</u>	<u>\$ 121,794</u>	<u>\$ 126,157</u>
<u>City Clerk - 1410</u>				
A1410.1	Salaries & Wages	136,852	185,666	140,540
A1410.2	Equipment	-	-	-
A1410.4	Contractual Services	9,039	13,435	13,400
	Total Operating Expenditures	<u>\$ 145,891</u>	<u>\$ 199,101</u>	<u>\$ 153,940</u>
<u>Law - 1420</u>				
A1420.4	Contractual Services	183,255	150,000	150,000
	Total Operating Expenditures	<u>\$ 183,255</u>	<u>\$ 150,000</u>	<u>\$ 150,000</u>

City of Geneva NY – General Fund Expenditures

		2022	2023	2024
		<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<u>Personnel - 1430</u>				
A1420.1	Salaries & Wages	162,627	163,318	158,074
A1420.2	Equipment	-	-	-
A1420.4	Contractual Services	507	2,575	5,075
	Total Operating Expenditures	<u>\$ 163,134</u>	<u>\$ 165,893</u>	<u>\$ 163,149</u>

<u>Central Data Processing (IT Services) - 1680</u>				
A1680.1	Salaries & Wages	152,211	176,865	171,686
A1680.2	Equipment	14,587	95,000	60,000
A1680.4	Contractual Services	220,332	245,010	240,250
	Total Operating Expenditures	<u>\$ 387,131</u>	<u>\$ 516,875</u>	<u>\$ 471,936</u>

<u>Police - 3120</u>				
A3120.1	Salaries & Wages	3,107,444	3,118,900	3,451,010
A3120.2	Equipment	158,299	89,880	70,000
A3120.4	Contractual Services	130,371	176,750	201,000
	Total Operating Expenditures	<u>\$3,511,022</u>	<u>\$ 3,385,530</u>	<u>\$3,722,010</u>

<u>Fire - 3410</u>				
A3410.1	Salaries & Wages	1,991,052	1,853,934	1,941,406
A3410.2	Equipment	146,859	169,000	312,400
A3410.4	Contractual Services	291,712	385,910	399,555
	Total Operating Expenditures	<u>\$2,429,623</u>	<u>\$ 2,408,844</u>	<u>\$2,653,361</u>

<u>Engineer - 1440</u>				
A1440.1	Salaries & Wages	185,558	278,939	246,316
A1440.2	Equipment	-	-	-
A1440.4	Contractual Services	27,737	68,500	110,500
	Total Operating Expenditures	<u>\$ 213,296</u>	<u>\$ 347,439</u>	<u>\$ 356,816</u>

<u>Highway - 5140</u>				
A5140.1	Salaries & Wages	386,972	472,676	544,972
A5140.2	Equipment	78,214	291,000	20,000
A5140.4	Contractual Services	592,044	635,500	659,000
	Total Operating Expenditures	<u>\$1,057,230</u>	<u>\$ 1,399,176</u>	<u>\$1,223,972</u>

<u>Code Enforcement & Development Services - 8664</u>				
A5140.1	Salaries & Wages	201,529	265,754	270,489
A5140.2	Equipment	-	-	-
A5140.4	Contractual Services	5,982	38,550	14,500
	Total Operating Expenditures	<u>\$ 207,511</u>	<u>\$ 304,304</u>	<u>\$ 284,989</u>

City of Geneva NY – General Fund Expenditures

		2022	2023	2024
		<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<u>Recreation Administration - 7020</u>				
A7020.1	Salaries & Wages	110,067	127,962	131,707
A7020.2	Equipment	814	6,725	7,000
A7020.4	Contractual Services	6,339	50,325	31,550
	Total Operating Expenditures	<u>\$ 117,221</u>	<u>\$ 185,012</u>	<u>\$ 170,257</u>
<u>Buildings & Grounds/Parks - 7110</u>				
A7110.1	Salaries & Wages	509,482	572,653	664,629
A7110.2	Equipment	103,061	184,000	95,000
A7110.4	Contractual Services	265,934	288,400	340,400
	Total Operating Expenditures	<u>\$ 878,477</u>	<u>\$ 1,045,053</u>	<u>\$1,100,029</u>
<u>Playgr & Rec Centers - 7140</u>				
A7140.1	Salaries & Wages	20,753	17,500	25,000
A7140.2	Equipment	1,394	1,800	1,600
A7140.4	Contractual Services	2,335	7,200	5,225
	Total Operating Expenditures	<u>\$ 24,481</u>	<u>\$ 26,500</u>	<u>\$ 31,825</u>
<u>Special Rec Facility (Arena) - 7180</u>				
A7180.1	Salaries & Wages	111,859	107,277	102,951
A7180.2	Equipment	8,564	12,908	14,500
A7180.4	Contractual Services	42,515	46,105	51,650
	Total Operating Expenditures	<u>\$ 162,939</u>	<u>\$ 166,290</u>	<u>\$ 169,101</u>
<u>Office of Neighborhood Initiatives - 8689</u>				
A8689.1	Salaries & Wages	71,654	198,373	176,096
A8689.2	Equipment	-		
A8689.4	Contractual Services	153,059	98,400	64,400
	Total Operating Expenditures	<u>\$ 224,714</u>	<u>\$ 296,773</u>	<u>\$ 240,496</u>
<u>Elections Board - 1450</u>				
A1450.4	Contractual Services	15,000	15,000	18,000
	Total Operating Expenditures	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ 18,000</u>
<u>Central Garage (Gas & Oil) - 1640</u>				
A1640.4	Contractual Services	91,834	45,000	80,000
	Total Operating Expenditures	<u>\$ 45,000</u>	<u>\$ 45,000</u>	<u>\$ 80,000</u>
<u>Unallocated Insurance - 1910</u>				
A1910.4	Contractual Services	249,546	255,000	270,000
	Total Operating Expenditures	<u>\$ 255,000</u>	<u>\$ 255,000</u>	<u>\$ 270,000</u>

City of Geneva NY – General Fund Expenditures

		2022	2023	2024
		<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<u>Control of Animals - 3510</u>				
A3510.4	Contractual Services	17,220	14,258	14,544
	Total Operating Expenditures	<u>\$ 14,258</u>	<u>\$ 14,258</u>	<u>\$ 14,544</u>
<u>Street Lighting/Utilities - 5182</u>				
A5182.4	Contractual Services	326,884	245,000	295,000
	Total Operating Expenditures	<u>\$ 245,000</u>	<u>\$ 245,000</u>	<u>\$ 295,000</u>
<u>Other Economic Assistance - 6326</u>				
A6326.4	Contractual Services	541,814	226,000	220,000
	Total Operating Expenditures	<u>\$ 541,814</u>	<u>\$ 226,000</u>	<u>\$ 220,000</u>
<u>Historian - 7510 (Geneva Historical Society)</u>				
A7510.4	Contractual Services	12,640	12,500	12,500
	Total Operating Expenditures	<u>\$ 12,640</u>	<u>\$ 12,500</u>	<u>\$ 12,500</u>
<u>Human Rights - 8040 (Human Rights / Community Compact)</u>				
A8040.4	Contractual Services	-	1,200	1,200
	Total Operating Expenditures	<u>\$ -</u>	<u>\$ 1,200</u>	<u>\$ 1,200</u>
<u>Employee Benefits</u>				
A9010.8	Employee Benefits - State Retirement System	384,506	458,452	337,439
A9015.8	Employee Benefits - PFRS Retirement System	1,206,138	1,375,355	1,240,364
A9030.8	Employee Benefits - FICA/Medicare	571,753	573,669	651,233
A9060.8	Employee Benefits - Health Insurance (<i>Employee</i>)	1,010,545	1,050,242	934,499
A9060.8	Employee Benefits - Health Insurance (<i>Retiree</i>)	884,010	1,242,052	936,931
	Total Operating Expenditures	<u>\$4,056,952</u>	<u>\$ 4,699,769</u>	<u>\$4,100,466</u>
<u>Debt</u>				
A9710.6	Debt Principal - Serial Bonds	1,432,700	1,115,620	900,000
A9170.7	Debt Interest - Serial Bonds	239,350	207,996	182,404
A9730.6	Debt Principal - BANS	552,000	410,282	870,000
A9730.7	Debt Interest - BANS	81,628	130,481	402,526
A9785.6	Debt Principal - Installment Purchases	243,988	234,063	234,063
A9785.7	Debt Interest - Installment Purchases	57,589	57,264	57,264
	Total Operating Expenditures	<u>\$2,607,254</u>	<u>\$ 2,155,706</u>	<u>\$2,646,257</u>

City of Geneva NY – Water Fund Summary

<u>REVENUES</u>	<u>2022</u> <u>Actual</u>	<u>2023</u> <u>Budget</u>	<u>2024</u> <u>Budget</u>
Metered Water Sales	\$ 3,965,406	\$ 3,361,358	\$ 3,115,500
Unmetered Water Sales	\$ 1,043	\$ -	\$ -
Water Service Charges	\$ 5,335	\$ 10,000	\$ 4,500
Interest & Penalties on Water Rents	\$ 126,747	\$ 75,000	\$ 90,000
Interest & Earnings	\$ 2,124	\$ 800	\$ 13,000
Unclassified Revenue	\$ 10,555	\$ -	\$ 20,000
Appropriated Fund Balance	\$ 27,702	\$ -	\$ 182,000
Appropriation from Equipment Reserve	\$ -	\$ 80,000	\$ 51,000
Total Revenues:	\$ 4,138,912	\$ 3,527,158	\$ 3,476,000
<u>EXPENDITURES</u>			
Salaries & Wages	\$ 915,778	\$ 940,158	\$ 965,526
Equipment	\$ 59,329	\$ 80,000	\$ 47,500
Contractual Services	\$ 778,152	\$ 842,235	\$ 886,753
Employee Benefits- FICA/Medicare	\$ 432,108	\$ 444,219	\$ 307,768
Debt Service	\$ 1,082,855	\$ 1,016,742	\$ 1,267,547
Assigned Appropriated		\$ 20,000	
Transfer to General Fund	\$ 298,526	\$ 180,000	\$ -
Total Expenditures:	\$ 3,566,747	\$ 3,523,354	\$ 3,475,094
 Net Operating Gain / Loss to Fund Balance	 \$ 572,165	 \$ 3,804	 \$ 906

City of Geneva NY – Water Fund Revenue

<u>REVENUES</u>		<u>2022</u> <u>Actual</u>	<u>2023</u> <u>Budget</u>	<u>2024</u> <u>Budget</u>
FX-2140	Metered Water Sales	\$ 3,965,406	\$3,361,358	\$3,115,500
FX-2142	Unmetered Water Sales	\$ 1,043	\$ -	\$ -
FX-2144	Water Service Charges	\$ 5,335	\$ 10,000	\$ 4,500
FX-2148	Interest & Penalties on Water Rents	\$ 126,747	\$ 75,000	\$ 90,000
FX-2401	Interest & Earnings	\$ 2,124	\$ 800	\$ 13,000
FX-2770	Unclassified Revenue	\$ 10,555	\$ -	\$ 20,000
FX-5031	Appropriated Fund Balance	\$ 27,702	\$ -	\$ 182,000
FX-5032	Appropriation from Equipment Reserve	\$ -	\$ 80,000	\$ 51,000
		<u>\$4,138,912</u>	<u>\$3,527,158</u>	<u>\$3,476,000</u>

City of Geneva NY – Water Fund Expenditure

	<u>2022</u> <u>Actual</u>	<u>2023</u> <u>Budget</u>	<u>2024</u> <u>Budget</u>
<u>Water Admin (8310)</u>			
A1010.1 Salaries & Wages	\$ 535,207	\$ 556,995	\$ 564,233
A1010.2 Equipment	\$ 1,337	\$ 70,000	\$ 45,000
A1010.4 Contractual Services	\$ 268,341	\$ 348,700	\$ 310,200
A1010.8 Employee Benefits	\$ 250,623	\$ 257,647	\$ 178,505
Total Operating Expenditures	<u>\$ 1,055,508</u>	<u>\$ 1,233,342</u>	<u>\$ 1,097,938</u>
<u>Source of Supply, Power & Pump (8320)</u>			
A1210.1 Salaries & Wages	\$ 380,571	\$ 383,163	\$ 401,293
A1210.2 Equipment	\$ 57,992	\$ 10,000	\$ 2,500
A1210.4 Contractual Services	\$ 388,168	\$ 401,535	\$ 479,053
A1210.8 Employee Benefits	\$ 181,486	\$ 186,572	\$ 129,262
Total Operating Expenditures	<u>\$ 1,008,216</u>	<u>\$ 981,270</u>	<u>\$ 1,012,108</u>
<u>Central Garage - 1640</u>			
A1640.4 Contractual Services	\$ 69,329	\$ 40,000	\$ 45,000
A1640.8 Employee Benefits	\$ -	\$ -	
Total Operating Expenditures	<u>\$ 69,329</u>	<u>\$ 40,000</u>	<u>\$ 45,000</u>
<u>Unallocated Insurance - 1910</u>			
A1910.1 Salaries & Wages	\$ -	\$ -	
A1910.2 Equipment	\$ -	\$ -	
A1910.4 Contractual Services	\$ 52,313	\$ 52,000	\$ 52,500
A1910.8 Employee Benefits	\$ -	\$ -	
Total Operating Expenditures	<u>\$ 52,313</u>	<u>\$ 52,000</u>	<u>\$ 52,500</u>
<u>Debt</u>			
A9710.6 Debt Principal - Serial Bonds	\$ 687,330	\$ 686,775	\$ 712,490
A9170.7 Debt Interest - Serial Bonds	\$ 261,654	\$ 240,298	\$ 221,177
A9730.6 Debt Principal - BANS	\$ 57,500	\$ 13,320	\$ 190,000
A9730.7 Debt Interest - BANS	\$ 14,323	\$ 41,883	\$ 109,414
A9785.6 Debt Prin- Installment Purchases	\$ 53,669	\$ 27,691	\$ 27,691
A9785.7 Debt Int - Installment Purchases	\$ 7,738	\$ 6,775	\$ 6,775
Total Operating Expenditures	<u>\$ 1,082,213</u>	<u>\$ 1,016,742</u>	<u>\$ 1,267,547</u>

City of Geneva NY – Sewer Fund Summary

<u>REVENUES</u>	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2024 Budget</u>
Sewer Rents	\$ 4,166,079	\$ 3,996,364	\$ 3,746,500
Sewer Service - Other Govt	\$ 786,068	\$ 786,068	\$ 786,068
Interest & Earnings	\$ 1,808	\$ 800	\$ 2,000
Permits, Other	\$ 171,263	\$ 150,000	\$ 150,000
Unclassified Revenue	\$ 81,130	\$ -	\$ 80,000
Appropriated Fund Balance	\$ -	\$ -	\$ 341,000
Appropriation from Equipment Reserve	\$ -	\$ -	\$ 150,000
Total Revenues:	\$ 5,206,348	\$ 4,933,232	\$ 5,255,568
<u>EXPENDITURES</u>			
Salaries & Wages	\$ 1,134,568	\$ 1,195,829	\$ 1,262,470
Equipment	\$ 210,533	\$ 310,000	\$ 150,000
Contractual Services	\$ 890,896	\$ 1,291,410	\$ 1,217,603
Employee Benefits - FICA/Medicare	\$ 520,510	\$ 669,681	\$ 514,909
Debt Service	\$ 2,027,159	\$ 1,389,456	\$ 2,110,186
Assigned Appropriated			
Appropriation to Equipment Amortization			
Transfer to General Fund	\$ 283,872	\$ 75,000	\$ -
Total Expenditures:	\$ 5,067,538	\$ 4,931,376	\$ 5,255,168
Net Operating Gain / Loss to Fund Balance	\$ 138,810	\$ 1,856	\$ 400

City of Geneva NY – Sewer Fund Revenue

<u>REVENUES</u>		2022 <u>Actual</u>	2023 <u>Budget</u>	2024 <u>Budget</u>
G-2120	Sewer Rents	\$ 4,166,079	\$ 3,996,364	\$ 3,746,500
G-2374	Sewer Service - Other Govt	\$ 786,068	\$ 786,068	\$ 786,068
G-2401	Interest & Earnings	\$ 1,808	\$ 800	\$ 2,000
G-2590	Permits, Other	\$ 171,263	\$ 150,000	\$ 150,000
G-2770	Unclassified Revenue	\$ 81,130	\$ -	\$ 80,000
G-5031	Appropriated Fund Balance	\$ -	\$ -	\$ 341,000
G-5032	Appropriation from Equipment Reserve	\$ -	\$ -	\$ 150,000
		<u>\$ 5,206,348</u>	<u>\$ 4,933,232</u>	<u>\$ 5,255,568</u>

City of Geneva NY – Sewer Fund Expenditures

		<u>2022</u>	<u>2023</u>	<u>2024</u>
		<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
<u>Sewer Admin (8110)</u>				
A1010.1	Salaries & Wages	\$ 485,873	\$ 511,893	\$ 586,341
A1010.2	Equipment	\$ 43,151	\$ 55,000	\$ 25,000
A1010.4	Contractual Services	\$ 55,226	\$ 224,800	\$ 146,300
A1010.8	Employee Benefits	\$ 223,819	\$ 287,963	\$ 221,411
	Total Operating Expenditures	<u>\$ 322,195</u>	<u>\$ 567,763</u>	<u>\$ 979,052</u>
<u>Sewage Treatment & Disposal (8130)</u>				
A1210.1	Salaries & Wages	\$ 648,695	\$ 683,936	\$ 676,129
A1210.2	Equipment	\$ 167,382	\$ 255,000	\$ 125,000
A1210.4	Contractual Services	\$ 679,484	\$ 946,610	\$ 939,303
A1210.8	Employee Benefits	\$ 296,691	\$ 381,718	\$ 293,498
	Total Operating Expenditures	<u>\$ 1,792,252</u>	<u>\$ 2,267,264</u>	<u>\$ 2,033,930</u>
<u>Central Garage - 1640</u>				
A1910.4	Contractual Services	\$ 85,053	\$ 50,000	\$ 60,000
	Total Operating Expenditures	<u>\$ 85,053</u>	<u>\$ 50,000</u>	<u>\$ 60,000</u>
<u>Unallocated Insurance - 1910</u>				
A1910.4	Contractual Services	\$ 71,133	\$ 70,000	\$ 72,000
	Total Operating Expenditures	<u>\$ 71,133</u>	<u>\$ 70,000</u>	<u>\$ 72,000</u>
<u>Debt</u>				
A9710.6	Debt Principal - Serial Bonds	1,360,522	1,020,157	1,298,062
A9170.7	Debt Interest - Serial Bonds	306,231	177,318	304,636
A9730.6	Debt Principal - BANS	246,000	137,168	290,000
A9730.7	Debt Interest - BANS	55,735	43,623	206,298
A9785.6	Debt Prin - Installment Purchases	49,599	8,990	8,990
A9785.7	Debt Int - Installment Purchases	3,473	2,200	2,200
	Total Operating Expenditures	<u>\$ 2,021,559</u>	<u>\$ 1,389,456</u>	<u>\$ 2,110,186</u>

Appendices

Appendix A: General Fund Revenues Itemized

Appendix B: General Fund Expenditures Itemized

Appendix C: Water Fund Itemized

Appendix D: Sewer Fund Itemized

Appendix E: Worker's Compensation Fund

Appendix F: Capital Improvement Program 2024 – 2028

Appendix G: Equipment Plan 2024-2028

Appendix H: Five Year Debt Forecast

Appendix I: Constitutional Debt Limit

Appendix J: Constitutional Tax Limit

Appendix K: Property Tax Cap Calculation

Appendix L: Fee Schedule

Appendix M: Compensation Information

Appendix N: Organizational Chart

Appendix O: Labor and PILOT Agreements



2024 General Fund Revenues

State Aid & Taxes			
Taxes	2022 Actual	2023 Budget	2024 Request
Property Tax	\$ 8,032,497	\$ 8,425,324	\$ 8,428,873
Special Assessments	\$ 266,912	\$ 271,750	\$ 275,035
Sale of City Property	\$ 368,505	\$ 225,000	\$ 150,000
PILOTs	\$ 709,989	\$ 953,374	\$ 969,685
Penalties on Taxes	\$ 184,623	\$ 165,000	\$ 175,000
School Tax Penalties	\$ 33,229	\$ 40,000	\$ 30,000
Sales Tax	\$ 4,753,374	\$ 4,100,000	\$ 4,182,000
Occupancy Tax	\$ 304,874	\$ 205,000	\$ 250,000
Public Utility Tax	\$ 129,433	\$ 115,000	\$ 120,000
Franchise Fees	\$ 88,519	\$ 100,000	\$ 90,000
Mortgage Tax	\$ 201,128	\$ 115,000	\$ 125,000
Total Taxes	\$ 15,073,082	\$ 14,715,449	\$ 14,795,593

Municipal Aid	2022 Actual	2023 Budget	2024 Request
Highway Aid	\$ 87,517	\$ 87,500	\$ 87,500
General Purpose State Aid	\$ 1,942,613	\$ 1,942,613	\$ 1,942,613
Other Aid	\$ 1,533,474	\$ 445,000	\$ 570,000
Total Municipal Aid	\$ 3,563,605	\$ 2,475,113	\$ 2,600,113

Total Taxes and State Aid	\$ 18,636,686	\$ 17,190,562	\$ 17,395,706
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Other Revenues			
Revenue Category	2022 Actual	2023 Budget	2024 Request
Registrar Fees and Licences	\$ 25,972	\$ 25,000	\$ 25,000
Police Reports/DWI Fees	\$ 5,108	\$ 10,000	\$ 11,000
Public Works Services	\$ 13,399	\$ 15,000	\$ 20,500
Inspections	\$ 2,700	\$ 500	\$ 3,500
Administrative Fees	\$ 9,794	\$ 15,000	\$ 14,000
Public Market Charges	\$ 10,049	\$ 11,500	\$ 11,500
Parks and Recreation Charges	\$ 17,100	\$ 42,000	\$ 45,000
Recreation Concessions	\$ 27,955	\$ 26,000	\$ 30,000
Special Recreation Facility Charges	\$ 228,569	\$ 239,000	\$ 240,000
Other Culture & Recreation Income	\$ 5,345	\$ 5,750	\$ 14,250
Cemetery Fees	\$ 97,700	\$ 75,000	\$ 105,000
School Resource Officer	\$ 125,670	\$ 110,000	\$ 110,000
Police Services	\$ 23,260	\$ 140,000	\$ 25,000
Interest on Investments	\$ 9,094	\$ 4,500	\$ 15,000
Rental of Real Property	\$ 23,525	\$ 29,100	\$ 25,000
Business Licenses	\$ 20,370	\$ 8,500	\$ 10,000
Bingo Fees	\$ 865	\$ 500	\$ 1,000
Dog Licenses	\$ 18,004	\$ 17,000	\$ 18,000
Marriage Licenses	\$ 1,910	\$ 2,000	\$ 2,000
Building Permits	\$ 32,331	\$ 60,000	\$ 45,000
Parking Tickets	\$ 52,929	\$ 50,000	\$ 40,000
Trash Fines	\$ 3,019	\$ 3,500	\$ 3,500
City Court Fines	\$ 42,526	\$ 100,500	\$ 51,175
Rental Property - Innovation Kitch	\$ 33,560	\$ 20,000	\$ 30,000
Wellness Grant	\$ 1,000	\$ 500	\$ -
Sale of Scrap Metal	\$ -	\$ 1,000	\$ 1,000
Insurance/Worker's Comp	\$ 38,801	\$ 150,000	\$ 125,000
Boat Launch	\$ 230	\$ 300	\$ 500
Tax Advertisement			
Gas and Oil	\$ 16,118	\$ 7,500	\$ 7,500
RLF/IDA/LDC Support	\$ -	\$ 25,000	\$ 25,000
Shared Service Revenue	\$ 147,510	\$ 144,000	\$ 145,000
Miscellaneous	\$ 45,419	\$ 90,000	\$ 40,100
Parrott Hall	\$ 79,934	\$ 30,000	\$ 75,000
Appropriation from Fund Balance			
Appropriation from Equipment Res.	\$ -	\$ 40,000	\$ 70,000
Interfund Transfers	\$ 754,153	\$ 300,000	\$ 600,000
Total Taxes	\$ 1,913,919	\$ 1,798,650	\$ 1,984,525
Total General Funds Revenue	\$ 20,550,606	\$ 18,989,212	\$ 19,380,231

Appendix B: General Fund Expenditures Itemized

Business Improvement District

The Geneva Business Improvement District was formed to promote an attractive and economically viable 18.5 acre in downtown Geneva. The BID office works to ensure that the District maintains its high standards in appearance, quality and design, while remaining safe and attractive to property owners, tenants, patrons, and visitors.

Business Improvement Districts (BIDs) are privately directed and publicly sanctioned organizations that supplement public services within geographically defined boundaries by generating multiyear revenue through a compulsory assessment on local property owners and/or businesses

Business Improvement District			
Budget Detail	2022 Actual	2023 Budget	2024 Request
BID Assessment District	\$ 128,790	\$ 129,207	\$ 118,309
BID PILOT Share	\$ 19,203	\$ 35,902	\$ 39,711
4061- Marketing and Communications	\$ 15,000	\$ -	\$ -
4064 - BID Maintenance Support	\$ 30,000	\$ 90,000	\$ 90,000
4104 - Economic Development Support	\$ 15,000	\$ 15,000	\$ 15,000
Total Direct Costs	\$ 207,993	\$ 270,109	\$ 263,020

Notes

With the addition of the DRI landscaping beds and the herbicide ban, the volume of work for the downtown district has increased over 150%. With the larger volume of work comes an increase in the labor needed, equipment needed, supplies needed, fuel needed, and administration needed. Additions to the maintenance scope of service beginning 2023 included 37 new landscaping beds, drainage that needs cleaning and purging, trash pickup, weeding, watering, and general landscaping maintenance. These additions prompted by the LDC and the IDA to help the GBID for the 2023 calendar year as 2022 proved very difficult for 2 staff members without the entirety of the DRI project online.

In addition to City funds through the general operating budget the BID receives support through special district assessment legislation imposed on businesses in the BID District and via PILOT payments.

2024 Funding Request from the Business Improvement District :\$134,500

Economic Development Support: \$15,000

Staff benefit support (reimbursement to help cover health insurance for full-time employees. The GBID currently offers no benefits): \$15,500

Non Labor Supplies including truck repairs, Equipment repair & replacement (for example weed eaters (\$300 each), weed eater line, gloves, rain gear, winter gear, safety glasses, ear plugs, trash grabbers, trash bags, trash receptacles, tractor maintenance, cleaning supplies, snow blower, sweeper for at, watering equipment, hoses, plants, additional hanging baskets (in addition to the ones purchased through fundraising), volunteer interface: \$18,000

BID Maintenance Support in Labor and Operations: \$75,000

Appendix B: General Fund Expenditures Itemized

2023 Work Projects

Projects
Commercial Design and Advisory Team Leadership: meeting at least monthly to lead the downtown sign and exterior modifications approval process.
BID Downtown Event Review Committee Leadership: organizing and meeting at least quarterly to promote downtown event spaces and businesses, supporting property and merchant feedback, and leading downtown events to support business
Property Owner and Tenant Empowerment Leadership: support DEI initiatives to recruit diverse property owners and employees.
Provide business mentoring opportunities: support merchants through regular programming and mentoring
Support downtown events including but not limited to Glorious Garlic Festival, Jingle Week, Fall Festival, and Cruisin' night; which bring business to the downtown to visit merchants and vendors in the BID area.
Provide for ongoing maintenance and beautification services in the downtown and lakefront districts, including, but not limited to sidewalk sweeping, parking lots and bus shelter upkeep, emptying , proper disposal and cleaning of garbage in streetscape receptacles, the provision of holiday streetlighting and support for all installations and removals, and installation and upkeep of hanging flower baskets, flags, and signs on assigned posts throughout the downtown district.
Work is accomplished by two (2) year-round full-time equivalent employees as well as two (2) additional seasonal staff members. The focus of the additional seasonal staff members will be on cleaning, trash removal and maintenance of the new DRI landscaping beds, new landscaping in downtown and the provision of assistance to the City of landscaping 5&20 as needed.

Appendix B: General Fund Expenditures Itemized

City Clerk – 1410

The Geneva City Clerk is the Chief Records Officer for the City. The City Clerk is charged with accurately recording and reporting all proceedings of the Geneva City Council, as well as the keeping of vital statistics, including birth, death, and marriage records; as well as regulated activities.

The Clerk's Office is located on the first floor of City Hall, and supports the City Council's efforts to enhance customer service through cross training of staffing to provide customer success to all that come to City Hall. The City Clerk serves as the Customer Service Manager for these agencies, and ensures appropriate staffing levels, as well as the appropriate mix of knowledgeable staff, such that in as many cases as possible, the customer's needs are met on the first trip to City Hall.

City Clerk 1410			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 136,852	\$ 185,666	\$ 140,540
4011 - Postage	\$ 5,998	\$ 3,000	\$ 5,500
4013 - Office Supplies	\$ 1,072	\$ 1,000	\$ 1,000
4014 - Conferences	\$ 136	\$ 385	\$ 150
4017- Copy Cost	\$ 67	\$ 4,750	\$ 4,750
4018 - Computer Costs	\$ 1,767	\$ 1,800	\$ 2,000
4077- Records Restoration	\$ -	\$ 2,500	\$ -
7510.4068 - Historical Society	\$ 12,640	\$ 12,500	\$ 12,500
3510.4046 - Control of Animals	\$ 17,220	\$ 14,258	\$ 14,544
1450.1001- Elections	\$ 15,000	\$ 15,000	\$ 18,000
Total Direct Costs	\$ 190,751	\$ 240,859	\$ 198,984

Notes

The City Clerk is exploring options for potential alternative funding for records restoration.

Requests that were not recommended for 2024 by the City Manager:

Records Restoration: \$5,500. The request was for \$5,500 to restore two books of records in 2024. We will explore alternative funding streams for this effort.

2023 Work Projects

Projects	Progress	Details
Train a new City Clerk	Completed September 2023	Previous City Clerk retired September 8
Update the City Charter	In-Progress	
Update the City Code	In-Progress	
Update the City Clerk's Procedure Manual	Completed August 2023	New updates will be made as needed
Scan and Index Historic Burial Permits	In-Progress	
Create Indexes for 2015-2022 Meeting Minutes, post and publish minutes	In-Progress	

Appendix B: General Fund Expenditures Itemized

City Council/Mayor – 1210/1010

Cities in New York State are created by Charter. The City of Geneva's Charter outlines a Council-Manager form of government, in which a City Council provides policy and legislative direction to the City Manager, who oversees a staff charged with execution of Council's mission and vision. Six members are elected by wards divided geographically by population.

City Council/Mayor 1010/1210			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Council Salary	\$ 32,000	\$ 32,000	\$ 32,000
4012 - Conferences	\$ -	\$ -	\$ -
4015 - Codification of Ordinances	\$ 2,434	\$ 3,000	\$ 3,000
4016 - Advertising	\$ 546	\$ 1,000	\$ 900
4046 - Miscellaneous	\$ 721	\$ 1,300	\$ 500
Council Total	\$ 35,701	\$ 37,300	\$ 36,400

1001 - Mayor Salary	\$ 7,500	\$ 7,500	\$ 7,500
4014 - NYCOM	\$ 5,278	\$ 5,400	\$ 5,300
Mayor Total	\$ 12,778	\$ 12,900	\$ 12,800

Total Direct Costs	\$ 48,479	\$ 50,200	\$ 49,200
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Notes

Miscellaneous is used for nameplates and new council training. In 2023 additional funds were budgeted for potential event expenses. This was reduced in 2024 to provide equitable reductions in all departments. Training is being explored with NYCOM.

2023 Work Projects

Projects
Adopt and implement new city-wide zoning plan.
Support the beatification efforts throughout the city.
Continue to focus on the infrastructure and the ways our
Maintain the City projects and properties in the ways that
Support policies, infrastructure, and processes that ensures
Complete the Downtown Revitalization Initiative Projects.

Appendix B: General Fund Expenditures Itemized

City Manager – 1230

The City Manager's office assist and directs department leadership to develop strategies and implement programs and services that align to the direction set forth by the Geneva City Council. The City Manager provides direct oversight to all City Departments except the City Clerk which is overseen by City Council. The City Manager is responsible for day-to-day City operations, preparation and management of the city budget, and legislative support to the Geneva City Council.

City Manager		1230	
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 164,097	\$ 196,575	\$ 246,050
4012 - Travel	\$ 8,667	\$ 3,500	\$ 750
4013 - Office Supplies	\$ 226	\$ 300	\$ 200
4014 - Conferences	\$ 2,844	\$ 3,000	\$ 1,500
4017- Copy Cost	\$ 223	\$ 200	\$ 200
4045 - Training	\$ 18,832	\$ 20,000	\$ 18,000
*New - Membership	\$ -	\$ -	\$ 2,500
4046 - Miscellaneous	\$ 16,303	\$ 2,000	\$ 500
4066 - Collateral Development	\$ 2,585	\$ 1,000	\$ -
8040.4046- Human Rights Commission	\$ -	\$ 1,200	\$ 1,200
Total Direct Costs	\$ 213,779	\$ 227,775	\$ 270,900

Notes

The City Manager's Budget includes the re-development of two positions to support the organization and community.

The first position is a Safety Compliance Coordinator. Organizational safety is a top priority and previously this position was an add on to the duties and responsibilities of the Wastewater Treatment Plant operator. To ensure a consistency across the organization this position is proposed in 2024. The Safety Compliance Coordinator will responsible for ensuring that a company adheres to all Public Employee Safety and Health (PESH) and Occupational Health and Safety (OHS) guidelines to reduce work-related injuries. They plan, implement, and oversee employee safety at work, conduct workplace safety training, and audit the workplace for potential causes of injury or other issues. They also develop emergency response plans and ensure compliance with safety regulations. The position will report to the City Manager and serve the entire organization.

The second proposed position is a Community Engagement Coordinator. With the shifting of responsibilities of the Special Projects Coordinator/Confidential Secretary to Human Resources as well as the removal of the partnership with the BID for communications, communications and community engagement initiatives from the City have been maintained as an add-on to other roles. Additionally a key area in Economic Development is working with business and community partners to garner support for projects. This role will be shared by PED and CM as a 50% split to the two departments.

Appendix B: General Fund Expenditures Itemized

Requests that were not recommended for 2024 by the City Manager:

Ongoing funding for Safety Compliance Coordinator. This position will utilize one-time funds over the next three years and be a pilot position. If the position can be done in another way this position will not continue beyond the initial three years.

Organizational Training Funding: \$25,000

Comprehensive Plan Update: \$75,000

Performance Management Software: \$50,000

2023 Work Projects

Projects	Progress	Details
Develop and update city policies	In-Progress	Working with HR to review and update current policies and develop an employee handbook on city procedures.
Foster an inclusive organization that embraces diversity and complexity, engages across differences with integrity, accessibility, and empathy, and participates actively to support the city	In-Progress	This will be an on-going goal with continued learning.
Recruit, Hire and Onboard New Leadership Team Members	Complete July 2023	We currently have a full roster of department heads.
Participate in a successful contract negotiations	In-Progress	Four negotiations continue in 2023, with two new negotiations starting in 2024.
Review outline the mission of Cities' committees, boards, and advisory groups	In-Progress	We have identified and removed committees that have not been functioning. Staff will begin to outline the mission for all committees and plan trainings for committee and board members for 2024.
Implement ongoing performance dialogue and annual evaluations with Management team members	In-Progress	Management team will receive their performance reviews in Q4 of 2024.
Participate in the Housing study being implemented by Ontario County and use data to develop and implement housing related goals and actions for the City of Geneva	In-Progress	The Housing Study was completed and provided to the community in September. We will now work with Council to develop goals and
Review the transportation system within the City of Geneva; advocate for system improvements to support the City	In-Progress	We are reviewing the current system and identifying ways to improve the system.

Appendix B: General Fund Expenditures Itemized

Projects	Progress	Details
Review short term rentals in the City of Geneva and develop a proposal for a program to manage and support the short-term rental system	In-Progress	A proposal for a STR ordinance is in progress for adoption in October and will need up to 60 days before full implementation.
Begin the review of the City Charter, making updates to the charter to ensure that the charter is alignment with City operations	Delayed to 2024	This has not been started due to the other workload demands.
Review and update safety, wellness and accessibility plans, procedures, and structural improvements for City facilities	In-Progress	City facilities continue to be reviewed for safety and wellness. In 2023 we have added security cameras to City Hall, updated doors, and continue to audit our buildings.
Develop a responsible, effective, and efficient 2024 Budget	In-Progress	The City Manager's Budget is complete and ready for revisions and adoption by
Research and develop a proposal to create an updated comprehensive plan of city operations and goals beginning in 2024	Delayed to 2024	This will be part of the 2024 budget discussion.
Provide ongoing communications to Geneva residents and visitors regarding all City operations and initiatives	In-Progress	Communications have continued to improve in 2024 with new subscribers to the Friday newsletter and on social media.
Work with the Town of Geneva and Green Committee to support the evaluation and operations regarding sustainability within the City	In-Progress	A Sustainability Coordinator has been hired and has worked to bring back the Cities' Climate Smart Communities designation.
Advocate for the City of Geneva at the County, State, and Federal level	In-Progress	This will continue to be a part of annual work for the City Manager, Council, and Department Heads.

Appendix B: General Fund Expenditures Itemized

City Attorney – 1420

Currently the City Attorney is provided through a public-private partnership with Midey, Mirras, and Ricci, acting as the City's general counsel.

City Attorney		1420	
Budget Detail	2022 Actual	2023 Budget	2024 Request
4013 -Outside Counsel	\$ 183,255	\$ 150,000	\$ 150,000
Total Direct Costs	\$ 183,255	\$ 150,000	\$ 150,000

Notes

A request for proposal has been released for 2024. This amount reflects the current contract.

Appendix B: General Fund Expenditures Itemized

Human Resources - 1430

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.

Human Resources 1430			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 162,627	\$ 163,318	\$ 158,074
4013 - Office Supplies	\$ 507	\$ 575	\$ 575
4014 -Conference Expense	\$ -	\$ 1,500	\$ 1,500
4021-Mileage/Vehicle Costs	\$ -	\$ 500	\$ 500
*New- Advertising/Publication	\$ -	\$ -	\$ 500
4120.1500- Health & Wellness	\$ 2,117	\$ 1,500	\$ 2,000
Total Direct Costs	\$ 165,250	\$ 167,393	\$ 163,149

Notes

Includes increase for advertising and publications as well as health & wellness.

Salary will include 75% of FTE for Confidential Secretary; 25% of FTE will be in CM budget.

2023 Work Projects

Projects	Progress	Details
Review and Update the Worker's Compensation Program and Procedures	In-Progress	Finalizing forms; review of fillable format; On-going communication with Ontario County and NCAComp.
Hire and Onboard Human Resources Management Position	Completed	August 2023; Share Confidential Secretary with CM
Lead Wellness Initiative for Required Annual Employee Training and Events	Completed	All active full & part time employees; new hire orientation as part of onboarding
Support Departments with Staffing and Succession Planning	In-Progress	Continue to work on vacant positions and planning for future retirements for 2024
Determine HR Website Capabilities	Delayed	End of 2023/early 2024; requires all employees to have City email addresses for intra-net. Working with IT Dept.

Appendix B: General Fund Expenditures Itemized

Comptroller/Finance – 1315

The Comptroller's 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.

Comptroller 1315			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 192,970	\$ 315,963	\$ 309,874
4013- Office Supplies	\$ 2,936	\$ 250	\$ 250
4014- Conference Expense	\$ 320	\$ 1,000	\$ 1,500
4016- Printing/Advertising/Publications	\$ 1,472	\$ 6,000	\$ 6,500
4018- Computer Costs	\$ 27,736	\$ 32,000	\$ 50,500
4019- Audit Fees	\$ 12,050	\$ 13,725	\$ 14,000
4028-Outside Contractors	\$ 60,045	\$ -	\$ -
4046-Miscellaneous Expense	\$ 870	\$ -	\$ 1,500
4085- Bond Issue Costs	\$ 570	\$ -	\$ -
4088- Bank Service Fees	\$ 40	\$ -	\$ -
Total Direct Costs	\$ 299,008	\$ 368,938	\$ 384,124

Notes

Increase in computer cost includes additional funding for electronic payroll implementation.

2023 Work Projects for City Comptroller and Assessor

Projects	Progress	Details
Participate in successful contract negotiations	In Progress	Four (4) contracts still open for negotiations
Research and implement an electronic payroll software	In Progress	Three quotes have been received by outside vendors and currently being reviewed for implementation second quarter 2024.
Develop and update the finance procedures manual	In Progress	Ongoing as procedures are evaluated and staff continue to cross-train
Develop a procedure and process for Capital Project	Completed	

Appendix B: General Fund Expenditures Itemized

Assessor – 1355

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 is a shared employee with the City of Canandaigua.

Assessor 1355			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 100,899	\$ 105,649	\$ 113,562
4009 - Board of Review	\$ 1,500	\$ 1,500	\$ 3,000
4012 - Travel	\$ 253	\$ 550	\$ -
4013 - Office Supplies	\$ 1,715	\$ 5,000	\$ 5,000
4014 - Conferences	\$ 1,300	\$ 795	\$ 795
4016 - Advertising/Publications	\$ 128	\$ 500	\$ 500
4018 - Computer Costs	\$ -	\$ 3,300	\$ 3,300
4094 - Assessment Update	\$ -	\$ 4,500	\$ -
Total Direct Costs	\$ 105,795	\$ 121,794	\$ 126,157

Notes

In 2023 a new Assessor joined the City team, shifting our re-evaluation process. For 2024, office supplies remain at an increased level and additional increases were provided for the Board of Review. The Assessment Update will be completed in-house and this line has been removed.

Travel has been reduced as the current Assessor does not seek reimbursement.

2023 Work Projects for Assessor

Projects	Progress	Details
Begin the revaluation process for the Citywide Assessment	In Progress	Onboarding New assessor shifted the timeline to late 2023 completed early 2024

Appendix B: General Fund Expenditures Itemized

Police - 3120

The Geneva Police Department is an accredited law enforcement agency charged with protecting life and property within the City of Geneva. The Department is staffed across multiple divisions, including administration, patrol operations, and special operations.

The patrol division is responsible for traditional law and order operations, including crime prevention, vehicle and traffic enforcement, and investigations/enforcement of violations of state and local law. Many patrol division officers also serve on special details, including support as School Resource Officers, D.A.R.E. education officers, bicycle and foot patrol, and special event support.

The special operations division includes detectives and youth officers, and the Drug Enforcement Unit, which conducts extensive operations in the area of drug eradication. Many of Geneva's command and patrol officers hold certifications as instructors in a range of critical operations areas, which support nearly continuous training operations in the department.

The Department maintains a set of accredited policies and procedures to ensure that best practices in law enforcement are consistently maintained.

Police 3120			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 2,722,766	\$ 2,846,458	\$ 3,117,260
1002 - Overtime	\$ 317,335	\$ 200,000	\$ 255,000
1008 - Parking Enforcement	\$ 18,744	\$ 21,112	\$ 23,520
1011 - School Crossing Guards	\$ 48,599	\$ 51,330	\$ 55,230
2029 - Equipment	\$ 158,299	\$ 89,880	\$ 70,000
4011 - Postage	\$ -	\$ 2,250	\$ 1,500
4013 - Office Supplies	\$ 9,248	\$ 3,500	\$ 3,000
4016 - Publications/Advertising	\$ 150	\$ 500	\$ 500
4020 - Materials and Supplies	\$ 6,194	\$ 6,500	\$ 4,500
4021 - Mileage/Vehicle Costs	\$ 43,922	\$ 35,000	\$ 35,000
4035 - General Maintenance	\$ -	\$ 9,000	\$ 9,000
4045 - Training	\$ 17,940	\$ 35,000	\$ 36,000
4058 - Firearms Cost	\$ 9,679	\$ 20,000	\$ 20,000
4073 - Uniform Costs	\$ 15,031	\$ 25,000	\$ 30,000
4076 - Physical Exams	\$ (600)	\$ 10,000	\$ 6,500
4095 - Equipment Maint.	\$ 28,807	\$ 30,000	\$ 55,000
Total Direct Costs	\$ 3,396,114	\$ 3,385,530	\$ 3,722,010

Notes

The training line assumes we complete training and onboarding of three new officers, plus an average of \$300 per current officer. If all five vacant positions are able to be filled a budget amendment will be needed.

Similarly the uniform costs includes new uniforms for three new officers plus contractual obligations. The equipment maintenance line is increased due to ongoing contractual operating systems. Additional citywide surveillance cameras are included as part of the IT budget.

Appendix B: General Fund Expenditures Itemized

Requests that were not recommended for 2024 by the City Manager:

1 Additional Police Vehicle = \$70,000

2023 Work Projects

Projects	Progress	Details
Implement the use of AXON in-car cameras	Completed during 6/2023	
Upgrade and add to current city surveillance camera system	In-Process	Should be completed NLT 6/2024
Digitize documents to create more space and better organization	In-Process	Currently digitizing documents to an external hard drive until a program/server is purchased.
Obtain fully staffed Police Department in 2023 through recruitment	In-Process	Need to hire 5 recruit/lateral police officers NLT 2/2024

Appendix B: General Fund Expenditures Itemized

Fire - 3410

The Fire Department serves the City with a team comprised of paid, career firefighters and hundreds of dedicated volunteer firemen and officers. The Department is made up of three fire companies, including the Hydrant Hose Company, the Nester Hose Company, and the C.J. Folger Hook and Ladder Company.

The Department is charged with a range of activity, including fire safety and prevention education, development process review, enforcement of New York State and local fire and construction codes, and firefighting. All career firefighters are New York State certified Building Inspectors or Code Enforcement Officers, providing the City with a full complement of commercial and construction inspectors handling the over 2,000 operating permits.

The Department is equipped with six state-of-the-art fire apparatus; capable of firefighting from every situation in the City and supporting our mutual-aid neighbors in nearly any terrain. Fire prevention is at the core of Department operations. Each year, hundreds of personnel-hours are dedicated to educating a range of residents from school children to seniors in fire prevention techniques.

Fire 3410			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 1,870,833	\$ 1,819,369	\$ 1,890,151
1002 - Overtime	\$ 45,840	\$ 30,000	\$ 46,690
1004 - Safety Officer	\$ 4,565	\$ 4,565	\$ 4,565
2029 - Equipment	\$ 146,859	\$ 99,983	\$ 204,900
2100- Personal Protective Equipment	\$ -	\$ 107,500	\$ 107,500
4012 - Travel	\$ 1,291	\$ 2,500	\$ 1,500
4014-CONFERENCE EXPENSE	\$ 1,628	\$ 3,000	\$ 1,750
4018-Computer Costs	\$ -	\$ 25,000	\$ 25,000
4020-MATERIALS AND SUPPLIES	\$ 8,881	\$ 12,000	\$ 10,000
4021-MILEAGE/VEHICLE COSTS	\$ 52,226	\$ 30,000	\$ 30,000
4024-Staff Clothing Allowance	\$ 13,547	\$ 17,818	\$ 14,400
4028-FIREFIGHTING AGREEMENTS	\$ 44,000	\$ 52,000	\$ 52,000
4028-GENESEE STREET FIREHOUSE RENTAL	\$ 47,149	\$ 48,000	\$ 47,395
4028-FIRE PREVENTION	\$ 2,508	\$ 5,000	\$ 7,500
4028-Fire Investigations	\$ -	\$ 7,500	\$ 5,000
4035-GENERAL MAINTENANCE	\$ 34,563	\$ 32,082	\$ 30,000
4042-GENEVA STREET FIREHOUSE RENTAL	\$ 22,510	\$ 22,510	\$ 22,510
4045-TRAINING	\$ 23,394	\$ 46,168	\$ 45,000
4046-MISCELLANEOUS	\$ 14,223	\$ 6,995	\$ 8,000
4073-UNIFORM COSTS	\$ 10,768	\$ 30,033	\$ 25,000
4076-Physical Exams	\$ -	\$ 17,000	\$ 14,500
4082-Equipment Maintenance	\$ -	\$ 37,000	\$ 37,000
4093-ASSISTANT CHIEFS	\$ 13,500	\$ 15,000	\$ 20,000
4144-CODE EXPENSES	\$ 1,523	\$ 3,000	\$ 3,000
Total Direct Costs	\$2,359,809	\$ 2,474,023	\$ 2,653,361

Appendix B: General Fund Expenditures Itemized

Notes

This budget recommendation includes a request for additional funding for a communication and radio upgrade in the equipment line of \$135,500.

Additional items in the equipment line include four personal breathing apparatus (SCBA), 2 thermal imaging cameras, and 3 smoke injection fans.

Requests that were not recommended for 2024 by the City Manager:

Deputy Fire Chief Vehicle (to replace a 2016 vehicle) - \$80,000

Fire Department inspection vehicle (to replace a 2016 vehicle) - \$60,000

Utility Task Vehicle - \$35,000

Water Rescue and Fire Suppression Boat - \$100,000

Active Shooter Body Armor - \$29,000

Storm Response Special Operations Trailer - \$15,000

2023 Work Projects

Projects	Progress	Details
Emergency Medical Services Program Training and Development	In-process	Program up and running. 14 Members finishing training.
OSHA/PESH/OFPC Compliance	In-process	In house audit in October
Digitize Records	In-process	Still working on old files
Fire Prevention Programming	Completed 9/1/2023	
Policy Manual Updates	In-process	New system up and running

Appendix B: General Fund Expenditures Itemized

Office of Planning and Economic Development – 8689

With a focus on community development, the Office of Planning and Economic Development promotes and plans for the economic growth of the City of Geneva, be it through business growth or neighborhood support.

An arm of the Office is the work of the former Office of Neighborhood Initiatives (ONI) and is charged with shepherding the implementation of the City's Comprehensive Plan; providing support to Geneva's eleven neighborhood associations Foundry area residents through neighborhood initiatives; managing small business entrepreneurial resources; forwarding economic advancement initiatives; and providing robust community engagement opportunities.

The office also runs economic development activities including promotion of the City's assets, business and community partner recruitment and coordination with the Geneva Local Development Corporation, the Geneva Industrial Development Agency and Revolving Loan Fund.

Through our strategic partnerships, the City supports a host of economic development assets including the new NYS Center of Excellence in Food and Agriculture located at Cornell AgriTech and the Geneva Food and Beverage Industry Consortium. Additional assets supported include the Geneva Industrial Park, the Geneva Enterprise Development Center including the City's Innovation Kitchen, and the Technology Farm.

Through the development and administration of millions of dollars in state grant activity, including the coordination of the multi-phase redevelopment of the Geneva lakefront, the Downtown Revitalization Initiative projects, and neighborhood-based capital improvement projects, including parks enhancements, street improvements, and other public facility upgrades.

Planning & Economic Development		8689	
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 71,654	\$ 193,373	\$ 171,096
1004.1980-Extra Help - Farmers Market	\$ -	\$ 5,000	\$ 5,000
4013-Office Supplies	\$ 197	\$ 500	\$ 300
4014-Conference Expense	\$ -	\$ 750	\$ 4,000
4017-Copy Costs	\$ 27	\$ 150	\$ 100
4020.1980-Materials and Supplies - Farmers Market	\$ -	\$ 2,500	\$ 1,500
4028-Outside Contractors	\$ 8,838	\$ 25,000	\$ 35,000
4031.1980-Repairs and Maintenance - Farmers Market	\$ -	\$ 2,500	\$ 1,500
4112-Events	\$ -	\$ 5,000	\$ 4,000
4112.1980-Events - Farmers Market	\$ -	\$ 3,000	\$ 4,000
4114.1980-Nutrition Programs - Farmers Market	\$ -	\$ 1,500	\$ 1,000
4106-Professional Development	\$ 119	\$ -	\$ 1,000
4210-Community Revitalization Program	\$ 2,808	\$ 7,500	\$ 2,000
4211-Community Development Grants	\$ 98,991	\$ -	\$ -
6326.4075.1713 - FL Innovation Kitchen	\$ 27,080	\$ 30,000	\$ 30,000
6989.4028.1001 - Grant Writing	\$ -	\$ 5,000	\$ 10,000
6326.4062 - Cornell Ag & Food Tech Park	\$ 15,000	\$ 15,000	\$ 10,000
Total Direct Costs	\$ 224,714	\$ 296,773	\$ 280,496

Appendix B: General Fund Expenditures Itemized

Notes

The Extra Help - Farmers Market line is reimbursed by New York State Ag & Markets at 100% reimbursement up to \$5,000.

Staffing to the Department in 2024 includes a Director of Planning and Economic Development, a Special Events Coordinator, and .5 FTE Grants Coordinator.

The Tech Farm was previously included under the City Managers budget.

The Events line has been increased by \$1,500 to support City Sponsored Event costs.

Proposed in the 2024 Budget is a Community Engagement Coordinator who, if approved will report to the City Manager for 50% of the time while supporting all City Departments, and also report to the Director of Planning and Economic Development for 50% of their time.

Increased the conference expense line to include two staff attending the annual International Economic Development Council Conference.

Outside contractors line includes Farmer's Market design documents to allow the City to go out for bid, matching funds for BOA grant work, support for a Recreation Complex study, and small developer training program funding.

Grant writing increase to \$10,000 total funding, additional request was for \$30,000.

Requests that were not recommended for 2024 by the City Manager:

Funding for programming for the Innovation Kitchen: \$20,000

Grant writing: \$20,000 in addition to current funding level.

2023 Work Projects

Projects	Progress	Details
Fully staff the Department	Completed July 2023	Hired
Finalize and implement the zoning update	In-progress	Expected completion December 2023
Industrial Development Agency (IDA) and Local Development Corporation (LDC) Transition	In-progress	MRB contract ends at end of 2023
Resume Revolving Loan Fund Administration	In-progress	Working with the Comptroller to provide administration.
Lakefront/Bicentennial Park Events and Farmer's Market Review and Plan	In-Progress	On track for expected completion, October 2023

Appendix B: General Fund Expenditures Itemized

Projects	Progress	Details
Review Lakefront Infrastructure and Amenities	Completed	Electric system upgraded, June 2023 and report section including boat-launch reconfiguration is complete, to be presented October 2023.
Administer and Support the Farmer's Market	Completed, final Farmer's Market October 2023	Put on 19 Farmers Market events, served approx. 1000 people/weekend, 25-34 vendors
Support City Events and Event Requests	Summer and Fall Events Completed	More than doubled event fee income \$9,200, 60+ event permits, 250+ Welcome Center conference room uses.
Provide support to the implementation and planning of the Marina	In-progress	Final report expected near end of year 2023, bidding possible in 2024.
Brownfield Opportunity Area Plan Implementation	In-progress	2 implementation grants pursued in 2023 in collaboration with Blueprint Geneva.
Administer the MAP grant	In-progress	PED staff taking on larger than expected roll will continue into 2024 without consultant.

Appendix B: General Fund Expenditures Itemized

Projects	Progress	Details
Business Recruitment and Retention	In-progress	Ongoing meetings with potential businesses occur throughout the year, a full program will be developed in 2024
Coordinate economic development activities with other economic development partners including Ontario County, Business Improvement District, Industrial Development Agenda, Local Development Corporation, etc.	In-progress	Staff attended IDA, LDC, REDC, met with County ED staff and County IDA.

Appendix B: General Fund Expenditures Itemized

Recreation – 7020/7180

The Geneva Recreation Department provides recreational programming to residents across the region throughout our 13 neighborhood parks, partner facilities, and the Geneva Recreation Complex. The Department is staffed with programming and support professionals who plan, develop, and execute recreational programs, as well as maintenance staffers who perform specialized maintenance activities on critical facilities.

Recreation staff work with area youth and high school athletic teams to support hockey and other ice programming. The Department provides critical technical support to area not-for-profits to advance youth and senior health needs.

Recreation 7020			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 99,676	\$ 118,962	\$ 122,707
1004 - Extra Help	\$ 10,392	\$ 9,000	\$ 9,000
2029 - Equipment	\$ 814	\$ 6,725	\$ 7,000
4012 - Mileage/Travel	\$ 24	\$ 375	\$ 300
4013 - Office Supplies	\$ 362	\$ 875	\$ 500
4014 - Conferences	\$ -	\$ 1,500	\$ 3,500
4016 - Publications/Advertising	\$ 1,358	\$ 2,250	\$ 1,250
4018- Computer Costs	\$ -	\$ 4,725	\$ -
4020 - Materials & Supplies	\$ 3,184	\$ 3,100	\$ 3,500
4021 - Vehicle Maintenance	\$ 1,160	\$ 2,500	\$ 1,500
4028- Outside Contractor	\$ -	\$ 15,000	\$ -
4029 - Outside Facility Rental	\$ -	\$ 2,000	\$ 2,000
4045 - Training	\$ 250	\$ 2,000	\$ 3,000
4112- Events	\$ -	\$ 16,000	\$ 16,000
Total Direct Costs	\$ 117,221	\$ 185,012	\$ 170,257

Notes

The Recreation department is served by three full-time staff a Director of Recreation, Recreation Supervisor, and Maintenance Mechanic.

Funding has been provided for playground maintenance within the Department of Public Works budget.

Additional funding has been provided in the training line for a member of the Recreation Department to become a playground inspector in 2024.

In 2023, the Recreation Department added full day programming in August as a pilot for programming in 2024. This pilot was a success and the department will plan to maintain ½ and full day summer programming for 6 weeks in 2024. These extended days will occur 7/8/24-8/16/24.

Computer costs have been removed due to the inability to launch the online payment system. Should implementation be finalized a budget amendment may be needed in 2024.

A study will be sought to review the Recreation Complex through work with the Department of Planning and Economic Development.

New bleachers for the Ice Rink in 2025 Capital Project. The planning will be done in 2024 and obtaining of quotes on pricing. Current estimate is ~\$160,000

Appendix B: General Fund Expenditures Itemized

Refrigeration plant and compressor for 2025 Capital Project, Planning to be done in 2024 including obtaining quotes on pricing. Current estimate is ~\$240,000.

Requests that were not recommended for 2024 by the City Manager:

Recreation Van: \$65,000

Park Improvement Annual Funding: \$175,000

Four Pickle Ball Courts: \$125,000

Plumbing and mechanical for heating system: \$28,000

Redesign of dog park: \$12,000

Recreation – Summer Program - 7140

Rec- Summer Program 7140			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1004-EXTRA HELP	\$ 20,753	\$ 17,500	\$ 25,000
2036-PARK EQUIPMENT	\$ 1,394	\$ 1,800	\$ 1,600
4020-MATERIALS AND SUPPLIES	\$ 2,163	\$ 2,650	\$ 2,500
4020-SUMMER REC PROGRAM SUPPLIES	\$ -	\$ -	\$ 975
4035.1002-GENERAL MAINTENANCE	\$ -	\$ 1,300	\$ 1,000
4084-SPORTS LEAGUES	\$ 172	\$ 3,250	\$ 750
Total Direct Costs	\$ 24,481	\$ 26,500	\$ 31,825

Recreation – Skating Complex -7180

Rec-Skating Complex 7180			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 60,968	\$ 63,277	\$ 47,951
1004 - Extra Help	\$ 50,892	\$ 44,000	\$ 55,000
2029 - Equipment	\$ 8,564	\$ 12,908	\$ 14,500
4016 - Publications/Advertising	\$ -	\$ 980	\$ -
4031 - General Maintenance	\$ 13,310	\$ 13,500	\$ 13,500
4037 - Refrigeration Maintenance	\$ 13,152	\$ 10,250	\$ 14,650
4043 - Concession Supplies	\$ 16,053	\$ 17,500	\$ 22,000
4071 - Dog Park	\$ -	\$ 2,000	\$ 500
4078 - Program Expenses	\$ -	\$ 1,875	\$ 1,000
Total Direct Costs	\$ 162,939	\$ 166,290	\$ 169,101

Notes

An ice edger is included in under equipment for the Rec-Skating Complex. Based on current and past use of this line the total line was reduced prior to the addition of the edger. This line may need a future budget adjustment depending on equipment costs.

Appendix B: General Fund Expenditures Itemized

2023 Work Projects

Projects	Progress	Details
Develop and install a pickleball court	In-Process	Waiting for formal quotes.
Replace the Recreation Complex Cooling Tower	Completed 8/26/23	
Complete a Recreation facilities Assessment	In-Process	We are seeking an engineering assessment for our facility.
Expand Scholarship opportunities for Recreation Program	In-Process	Updating the application process for City Residents that have a financial need to attend our programming that have fees.
Implement an e-bike/scooter share within the City	In-Process	Working with Byrd Scooters. We will be sending proposal information to The City Manager and council soon.
Create a recreation five-year plan	In- Process	We are working with input from the Recreation Advisory board standpoint and community needs. Possibilities of working with an outside contractor in Fall of 2023 and into 2024.
Maintain the Dog Park	In-Process	Gate Repairs Fall of 2023

Appendix B: General Fund Expenditures Itemized

Public Works – 1440/5140/7110/8010

The Department of Public Works provides management oversight to the operation of the City's transportation network, buildings and parks, and water and wastewater services. The Department is responsible for the management of the City's multimillion-dollar annual capital improvement program, and provides direct oversight to construction projects. In addition, the Department supports private development activity through the planning and zoning functions of City government, and through permitting.

Engineering 1440			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 185,558	\$ 278,939	\$ 246,316
4013 - Office Supplies	\$ 652	\$ 1,500	\$ 1,000
4014 - Conferences	\$ 152	\$ 1,250	\$ 500
4016 - Publications/Advertising	\$ 2,038	\$ 1,250	\$ 2,000
4021 - Mileage/Vehicle Costs	\$ 184	\$ 5,000	\$ 2,000
4035 - General Maintenance	\$ -	\$ 19,500	\$ -
4091 - Engineering Survey Costs	\$ 24,711	\$ 40,000	\$ 105,000
Total Direct Costs	\$ 213,296	\$ 347,439	\$ 356,816

Notes

The engineering division of the Department of Public Works includes the Director of Public Works, an administrative assistant, and a Junior Engineer. The position of Engineering Technician created in 2021 was never filled and has been removed.

Reduced conference expenses, mileage, and engineering survey costs to reflect actual expenditures in 2022 and year to date spending in 2023.

Engineering survey costs include a study on Castle Creek and \$30,000 for additional survey costs.

Code Enforcement & Development 8664			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 201,529	\$ 265,754	\$ 270,489
4013 - Office Supplies	\$ 936	\$ 1,500	\$ 1,800
4014 - Conferences	\$ 700	\$ 2,500	\$ 2,500
4016 - Publications/Advertising	\$ 685	\$ 1,000	\$ 1,500
4017 - Copy Costs	\$ 178	\$ 300	\$ 300
4021 - Mileage/Vehicle Costs	\$ -	\$ 2,500	\$ 2,500
4115- Court Filing Fees	\$ -	\$ 28,350	\$ 2,500
8010.4046 - Zoning Board	\$ 1,741	\$ 1,200	\$ 1,700
8020.4046 - Planning Board	\$ 1,741	\$ 1,200	\$ 1,700
Total Direct Costs	\$ 207,511	\$ 304,304	\$ 284,989

Notes

The Code Enforcement of the Department of Public Works includes the Planning and Zoning Coordinator, three Code Enforcement Officers, and .5 full time equivalent Administrative Assistant.

Reduced court filing fees to reflect actual costs and expenditures.

Additional training funds have been provided in the zoning board and planning board lines.

Appendix B: General Fund Expenditures Itemized

Public Works – 1440/5140/7110

Highway 5140			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 326,611	\$ 400,916	\$ 475,672
1002 - Overtime	\$ 60,361	\$ 64,260	\$ 61,800
1004 - Extra Help	\$ -	\$ 7,500	\$ 7,500
2029 - Equipment	\$ 78,214	\$ 291,000	\$ 20,000
4013 - Office Supplies	\$ -	\$ 1,500	\$ 500
4020 - Materials & Supplies	\$ 34,997	\$ 38,000	\$ 30,000
4021 - Mileage/Vehicle Costs	\$ 52,251	\$ 48,000	\$ 45,000
4024 - Staff Clothing Allowance	\$ 2,771	\$ 4,000	\$ 4,000
4025 - Street Repair/Maintenance	\$ 156,885	\$ 100,000	\$ 150,000
4028 - Outside Contractors	\$ 37,047	\$ 90,000	\$ 100,000
4030 - Utility Costs	\$ 101	\$ -	\$ -
4031 - Building Repair	\$ 23,678	\$ 10,000	\$ 2,500
New - Outside Facility Rental	\$ -	\$ -	\$ 4,000
4035 - General Maintenance	\$ -	\$ 42,500	\$ 35,000
4044 - Rights of Way	\$ 1,557	\$ 1,500	\$ 2,000
4054 - Tree Trimming/Replacement	\$ 160,000	\$ 150,000	\$ 150,000
4056 - Snow Removal/Salt	\$ 122,757	\$ 150,000	\$ 140,000
Total Direct Costs	\$ 1,057,230	\$ 1,399,176	\$ 1,227,972

Notes

The Highway Division of the Department of Public Works in 2023 includes a Highway Supervisor, Assistant Supervisor, an Auto mechanic, 4 Maintenance Equipment Operators, and a laborer. The recommendation for 2024 is to remove 1 Maintenance Equipment Operator to create the position of Auto mechanic Trainee to support succession planning in the future. The Supervisor and Assistant Supervisor also oversee Sewer Maintenance.

Increased street repair and maintenance for continuation of storm mitigation efforts.

A new account has been created for rent costs associated with our facility rental. Previously these expenses were placed in other lines.

The materials and supplies line has been reduced to represent actual expenses in previous years.

Requests that were not recommended for 2024 by the City Manager:

Salt Truck: \$200,000

Appendix B: General Fund Expenditures Itemized

Public Works – 1440/5140/7110

Buildings & Grounds 7110			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 437,672	\$ 502,653	\$ 604,329
1002 - Overtime	\$ 14,442	\$ 15,000	\$ 15,300
1004 - Extra Help	\$ 57,368	\$ 55,000	\$ 45,000
2029 - Equipment	\$ 103,061	\$ 184,000	\$ 95,000
4020 - Materials & Supplies	\$ 12,016	\$ 10,000	\$ 40,000
4020.3771- Materials and Supplies - Memorial Bench	\$ 564	\$ -	\$ -
4021 - Mileage/Vehicle Costs	\$ -	\$ 4,000	\$ 2,500
4024 - Staff Clothing Allowance	\$ 2,455	\$ 2,400	\$ 2,400
4028 - Outside Contractors	\$ 78,632	\$ 100,000	\$ 75,000
4031 - Building Repair	\$ 49,511	\$ 45,000	\$ 45,000
4035 - General Maintenance	\$ 19,168	\$ 17,000	\$ 15,000
4037 - Property Maintenance	\$ 17,379	\$ 28,500	\$ 20,000
4044 - Ground Maintenance	\$ 47,477	\$ 45,000	\$ 50,000
4045 - Training	\$ 945	\$ 1,500	\$ 500
4047 - Lakefront Building	\$ 10,441	\$ 10,000	\$ 75,000
4055 - McDonough Park Costs	\$ 27,347	\$ 25,000	\$ 15,000
Total Direct Costs	\$ 878,477	\$ 1,045,053	\$ 1,100,029

Notes

The Buildings and Grounds Division of the Department of Public Works in 2023 includes a Supervisor, a Heavy Equipment Operator, four Maintenance Equipment Operators, a Building Maintenance Worker, and a Laborer. It is recommended that in 2024 a new position is established for an Assistant Supervisor and an additional Building Maintenance Worker position is explored to support the maintenance of city spaces in lieu of outside contracts. The additional building maintenance worker position is NOT in the proposed budget.

The Innovation Kitchen is now in the Department of Planning and Economic Development.
Playground inspector training is now in the Recreation Department budget.

The budget for the FLX Welcome Center Lakefront building has been increased to reflect additional maintenance costs that exceed the budget agreement with New York State.

Included in the equipment line is a utility truck trailer (\$35,000) and 2 zero turn mowers (\$60,000).

Requests that were not recommended for 2024 by the City Manager:

Enclosed trailer: \$15,000

Toro Utility Vehicle: \$50,000

Appendix B: General Fund Expenditures Itemized

2023 Work Projects

Projects	Progress	Details
Develop Ordinance and Policy for Sump Pump Connections	In-Process	Not completed, not a priority, working with consultant for ideas on how to create this.
Develop Ordinance and Policies for New Development Fees	Delayed to 2024	Not completed, working in conjunction with Planning and Economic Development.
Hire and Onboard New DPW team members (Electrician, Engineering Tech, Junior Engineer)	Completed October 2023 & April 2023	2 Junior Engineers interviewed, 1 offer, will begin in October 1-Electrician – hired April 2023
Utility upgrades at City Parks	Completed in 2023	New electric to Genesee Park
Evaluate operations and growth for recycling sustainability at Resource Recovery Park	In-Process	Working in conjunction with Sustainability Staff member
Research and develop a proposal for Public Works Facility Operations Center	Not Completed	Not completed, not a priority, awaiting study from IDA on future of GEDC
Facilities and Maintenance Upgrades to the Waste Water Treatment Plant	In-Process	Began HVAC work - continues
Advertise RFQ, Award Design Contract, Bid, Construct ATAD Expansion at Doran Ave Plant	In-Process	Completed RFP, and Design Contract Bid and construction not completed.
Complete Marsh Creek Pump Station Expansion	Completed June 2023	Completed
Complete Biofilter Replacement Project	Completed July 2023	Completed
Replace Sludge Belt Press	In-Process	Began belt press – continues
Replace 100 Ft Diameter Clarifier Primary Drive	Completed August 2023	Completed

Appendix B: General Fund Expenditures Itemized

2023 Work Projects

Projects	Progress	Details
Replace Bar Screen at Gulvin Plant	In-Process	Not completed, still waiting on back order equipment
Facilities and Maintenance Upgrades to the Water Treatment Plant	In-Process	Requested study for Study for Microfiltration System
Begin Microfiltration System hollow fiber membrane	In-Process	
Stabilize, repair and repoint four existing 150-year-old brick buildings	In-Process	Began masonry work, continues
Vegetation control entire reservoir perimeter security fencing	In-Process	Began vegetation control, continues
Lead and Copper Rule Service Inventory	In-Process	Began service inventory, continues
Facilities Maintenance Projects	In-Process	
Grave site burial plot layout for Section 15A and 25	Completed June 2023	
Update Urban Forest Park Tree removal and planting sites	In-Process	Began tree inventory, ongoing
Stabilize Glenwood Cemetery roads	In-Process	Began grading millings, continues
Replace playground wood chip mulch various	In-Process	Completed 2 parks
Create a procedure for issuing appearance tickets for code	In-Process	Not completed
Finalize the Landlord Property Registry	In-Process	Approved by council, continues
Finalize New Zoning	In-Process	Council work sessions, Not completed
Train on New Zoning Code	Delayed to 2024	Awaiting zoning passage
Continue Improvement of Pro-Active Code Enforcement	In-Process	Ongoing, has been challenging due to staffing.

Appendix B: General Fund Expenditures Itemized

Information Technology -1680

The Information Technology Department provides for information infrastructure development and maintenance and user support to all City departments and functions. The Department has operated under a shared services agreement with the City of Canandaigua since 2015, with Department staff providing information services to both Cities.

The Department provides for the effective, efficient operation of all network communications, including data services and Voice Over IP phone service for all City departments. Additionally, the Department manages the City's mobile phone contracts, including mobile data connections for all emergency services vehicles as part of the recent E-911 partnership with Ontario County. The Department supports a LTE wireless network for the downtown security cameras and multiple location of "Public Wi-Fi" access, as well as direct fiber connections between all City facilities.

IT 1680			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 148,211	\$ 160,865	\$ 160,186
1004- Extra Help	\$ -	\$ 7,000	\$ 5,000
4065 - Public Access TV	\$ -	\$ 9,000	\$ 6,500
2029 - Equipment	\$ 14,587	\$ 135,000	\$ 60,000
4010 - Telephone	\$ 69,355	\$ 73,000	\$ 74,000
4017 - Copy Costs	\$ 14,502	\$ 18,500	\$ 18,000
4018 - Computer Costs	\$ 66,454	\$ 96,410	\$ 35,000
4021- Mileage/Vehicle Costs	\$ -	\$ 3,000	\$ 2,000
4028 - Network Security	\$ 57,937	\$ 45,000	\$ 40,000
4041 - Website Maintenance	\$ 6,881	\$ 8,000	\$ 9,000
4046 - Miscellaneous	\$ 5,205	\$ 4,000	\$ 2,000
4116- Subscriptions	\$ -	\$ -	\$ 60,250
Total Direct Costs	\$ 383,131	\$ 559,775	\$ 471,936

Notes

The Information Technology department has 2 FTEs which are shared with the City of Canandaigua. The department also utilizes an intern during the summer months.

The Director was able to reduce public access tv to more accurately reflect the anticipated number of meetings. This line pays for IT staff to support publicly streamed meetings the title is a remanent of the previous agreement with the public access tv company.

Additional citywide security surveillance cameras are included in the in the equipment line to support the cameras being placed by the police department.

Subscriptions were previously included in other budget lines and have been broken out for more transparency. Subscription costs include ADA website compliance software, barracuda premium security software, multi-factor authentication software, servers, lakefront Wi-Fi, and cloud storage.

Appendix B: General Fund Expenditures Itemized

Significant requests that were not recommended for 2024 by the City Manager:

A vehicle for the IT Director: \$40,000

2023 Work Projects

Projects	Progress	Details
Replace the two Network Attached Storage units for local backup	Completed 5/1/2023	
Replace Storage Area Network	Completed 7/1/2023	
Improve the downtown security cameras (increase the total number of available cameras by at least 4 additional cameras)	In-process	Added 8 locations with 11 cameras.
		5 more location are in the process of installation.
Replacement of Personal Computers	In-process	20 PC were replaced, 8 PC were added. We have 4 to 6 PC still on the list to replace.

Appendix B: General Fund Expenditures Itemized

Miscellaneous - General Fund

Misc. - General Fund			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1640.4046 - Gas and Oil	\$ 91,834	\$ 45,000	\$ 80,000
1910.4046- Insurance	\$ 249,546	\$ 255,000	\$ 270,000
5182.4030- Utility Costs	\$ 326,884	\$ 245,000	\$ 295,000
9010.8071 - Employee Retirement	\$ 384,506	\$ 458,452	\$ 337,439
901.8071-PFRS Retirement Expense	\$ 1,206,138	\$ 1,375,355	\$ 1,240,364
9030.8017- Employee Social Security	\$ 571,753	\$ 573,669	\$ 651,233
9060.8072 - Employee Health Insurances	\$ 1,010,545	\$ 1,050,242	\$ 934,499
9060.8073 - Retiree Health Insurance	\$ 884,010	\$ 1,242,052	\$ 936,931
Total Direct Costs	\$ 4,725,216	\$ 5,244,769	\$ 4,745,466

Appendix B: General Fund Expenditures Itemized

Debt Service - General Fund

Debt Service - General Fund			
Budget Detail	2022 Actual	2023 Budget	2024 Request
9710.6000-Debt Principal, Serial Bonds	\$ 1,432,700	\$ 1,115,620	\$ 900,000
9710.7000-Debt Interest, Serial Bonds	\$ 239,350	\$ 207,996	\$ 182,404
9730.6000-BAN Principal	\$ 552,000	\$ 410,282	\$ 870,000
9730.7000-BAN Interest	\$ 81,628	\$ 130,481	\$ 402,526
9785.6000-Installment purchase debt, Principal	\$ 243,988	\$ 234,063	\$ 234,063
9785.7000-Installment purchase debt, Interest	\$ 57,589	\$ 57,264	\$ 57,264
Total Direct Costs	\$ 2,607,254	\$ 2,155,706	\$ 2,646,257

Water Maintenance/Treatment – 8310/8320

The City of Geneva's fresh water is treated and distributed through the efforts of the Water Treatment Plant and the Water Maintenance Division. The Water Treatment Plant is located on NY 14 south of the City and draws water from Seneca Lake. The plant utilizes microfiber technology to filter the water, then treats it with chlorine as a disinfectant and phosphorous to stem pipe corrosion. Fluoride is added to support dental health.

The water is then pumped through City mains to a 5-million-gallon reservoir, located just west of the City limits. This provides for treated water storage capacity and pressurization of the distribution system. The distribution system consists of 82 miles of piping to over 4,000 customers, and provides services to 534 fire hydrants throughout the City.

Water Rate Table			
Size of Meter in Inches (In)	Water Allowance in Gallons	Minimum Charge	Per Gallon Over Min.
5/8	4,000	\$32.80	\$0.00594
3/4	8,000	\$65.59	\$0.00612
1	15,000	\$123.00	\$0.00630
1.5	34,000	\$278.78	\$0.00649
2	60,000	\$491.96	\$0.00668
3	120,000	\$983.93	\$0.00688
4	184,000	\$1,508.68	\$0.00709
6	371,000	\$3,041.97	\$0.00730
8	634,000	\$5,198.40	\$0.00752
Size of Meter in Inches (Out)	Water Allowance in Gallons	Minimum Charge	Per Gallon Over Min.
5/8	4,000	\$56.99	\$0.00985
3/4	8,000	\$113.97	\$0.00985
1	15,000	\$230.87	\$0.01034
1.5	90,000	\$523.30	\$0.01034
2	105,000	\$923.48	\$0.01086
3	120,000	\$1,846.93	\$0.01086
4	210,000	\$2,410.60	\$0.01086
6	419,000	\$4,860.49	\$0.01086
8	715,000	\$8,306.07	\$0.01086

Notes

- No rates changed for 2024

Water Maintenance/Treatment - 8310/8320

Water Revenues			
Budget Detail	2022 Actual	2023 Budget	2024 Request
2401-Interest and Earnings	\$ 2,124	\$ 800	\$ 13,000
2770-Miscellaneous Revenue	\$ 10,555	\$ -	\$ 20,000
5031-Interfund Transfers	\$ 27,702	\$ -	\$ 182,000
5032-Capital Reserve Revenues	\$ -	\$ 80,000	\$ 51,000
2140- Metered Sales	\$ 3,965,406	\$ 3,361,358	\$ 3,115,500
2142- Unmetered Water Sales	\$ 1,043	\$ -	\$ -
2144-Water Service Charges	\$ 5,335	\$ 10,000	\$ 4,500
2148-Interest and Penalties on Water Rent	\$ 126,747	\$ 75,000	\$ 90,000
Total Direct Costs	\$ 4,138,912	\$ 3,527,158	\$ 3,476,000

Water Maintenance 8310			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 502,052	\$ 519,495	\$ 522,053
1002 - Overtime	\$ 33,155	\$ 30,000	\$ 34,680
1004 - Extra Help	\$ -	\$ 7,500	\$ 7,500
2029 - Equipment	\$ 1,337	\$ 70,000	\$ 45,000
4011 - Postage	\$ 6,325	\$ 6,000	\$ 6,000
4013 - Office Supplies	\$ 152	\$ 500	\$ 500
4014 - Conferences	\$ -	\$ 500	\$ 500
4018 - Computer Costs	\$ -	\$ 1,500	\$ 1,500
4020 - Materials & Supplies	\$ 13,900	\$ 25,000	\$ 20,000
4021 - Vehicle Costs	\$ 5,005	\$ 10,000	\$ 12,000
4024 - Staff Clothing	\$ 1,520	\$ 2,200	\$ 2,200
4025 - Street Maintenance	\$ 6,226	\$ 22,000	\$ 20,000
4031 - Building Maintenance	\$ 10,213	\$ 10,000	\$ 1,000
4045 - Training	\$ 2,286	\$ 2,500	\$ 2,500
4048 - Water Service Supplies	\$ 39,500	\$ 50,000	\$ 35,000
*New- Rent	\$ -	\$ -	\$ 4,000
4049 - Meter Repairs	\$ 1,250	\$ 2,000	\$ 2,000
4050 - New Meters	\$ 17,031	\$ 21,000	\$ 21,000
4051 - Mains/Valves/Hydrants	\$ 32,497	\$ 35,000	\$ 35,000
4091 - Leak Detection Survey	\$ -	\$ 15,000	\$ 5,000
Total Direct Costs	\$ 672,446	\$ 830,195	\$ 777,433

Notes

Materials and supplies includes funding for a 2" piercing tool.

The Building Maintenance line was reduced due to overheard doors currently operating properly.

Additional funding will be needed in the future to continue to eliminate dead-ends within water lines. This will be explored in 2024 for 2024 budgeting.

Appendix C: Water Fund Itemized

A capital project for new cellular meter replacement has been included in the 2024 budget.

Rent is now broken out from the miscellaneous account for clearer tracking.

Equipment purchases include a compressor (\$30K) and utility locator tool (\$15K)

Requests that were not recommended for 2024 by the City Manager:

Backhoe: \$170,000

Dump Truck: \$230,000

Water Plant 8320			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 325,488	\$ 338,163	\$ 345,193
1002 - Overtime	\$ 55,082	\$ 45,000	\$ 56,100
2029 - Equipment	\$ 57,992	\$ 10,000	\$ 2,500
4013 - Office Supplies	\$ 2,039	\$ 1,000	\$ 500
4018 - Computer Costs	\$ 11,544	\$ 20,000	\$ 20,000
4020 - Materials & Supplies	\$ 8,742	\$ 10,000	\$ 10,000
4021 - Vehicle Maintenance	\$ 2,121	\$ 1,500	\$ 1,500
4023 - Chemical Costs	\$ 58,039	\$ 45,000	\$ 60,000
4024 - Staff Clothing Reimbursement	\$ 1,502	\$ 1,500	\$ 1,500
4026 - Phosphate Costs	\$ 8,064	\$ 12,750	\$ 10,000
4028 - Seneca Watershed Inter. Org.	\$ 4,785	\$ 4,785	\$ 5,053
4031 - Building Repair	\$ 1,804	\$ 10,000	\$ 7,500
4032 - Lab Supplies/Testing	\$ 16,115	\$ 25,000	\$ 25,000
4033 - Town Sewer Charges	\$ 17,576	\$ 18,000	\$ 18,000
4035 - Equipment Maintenance	\$ 20,990	\$ 32,000	\$ 25,000
4045 - Training	\$ 2,826	\$ 4,000	\$ 5,000
4052 - Booster Station Costs	\$ 10,119	\$ 15,000	\$ -
4053 - Taxes	\$ -	\$ 1,000	\$ -
4100 - WP Infrastructure (ARPA)	\$ 27,702	\$ -	\$ -
4110 - Engineering Costs	\$ 36,628	\$ 75,000	\$ 165,000
Total Direct Costs	\$ 669,157	\$ 669,698	\$ 757,846

Notes

Engineering costs reflect an increase in funding for continued lead and copper ruling work, a water & sewer rate study and potential study for required US Environmental Protection Agency (EPA) and Department of Health (DOH) changes.

Miscellaneous & Debt Service -Water Fund

Miscellaneous - Water Fund			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1640-4046 - Gas & Oil	\$ 69,329	\$ 40,000	\$ 45,000
1910.4007 - Insurance	\$ 52,313	\$ 52,000	\$ 52,500
9010.8071 - Employee Retirement	\$ 133,825	\$ 143,793	\$ 90,955
9030.80170 - Employee Social Security	\$ 67,150	\$ 65,894	\$ 63,067
9060.8072 - Employee Health Insurances	\$ 162,287	\$ 149,746	\$ 91,523
9060.8073 Retiree Health Insurance	\$ 68,846	\$ 84,786	\$ 62,223
9901.9000 - Transfer to General Fund	\$ 298,526	\$ 180,000	\$ -
Total Direct Costs	\$ 852,277	\$ 716,219	\$ 405,268

Debt Service - Water Fund			
Budget Detail	2022 Actual	2023 Budget	2024 Request
002.9710.6000-Debt Principal, Serial Bond	\$ 687,330	\$ 686,775	\$ 712,490
002.9710.7000-Debt Interest, Serial Bond	\$ 261,654	\$ 240,298	\$ 221,177
002.9730.6000-BAN Principal	\$ 57,500	\$ 13,320	\$ 190,000
002.9730.7000-BAN Interest	\$ 14,323	\$ 41,883	\$ 109,414
002.9785.6000-Installment Purchase Debt, Principal	\$ 53,669	\$ 27,691	\$ 27,691
002.9785.7000-Installment Purchase Debt, Interest	\$ 7,738	\$ 6,775	\$ 6,775
Total Direct Costs	\$1,082,213	\$2,449,181	\$ 2,078,082

Wastewater – 8110/8130

An extensive collection system and two 21st Century treatment plants support the City of Geneva's wastewater treatment program. The collection system consists of 82 miles of piping infrastructure for sanitary sewer collection and an additional 30 miles of lines dedicated to the collection and transfer of area storm water. The wastewater treatment system consists of two treatment plants, utilizing cutting edge technology to support the stewardship of the Seneca Lake watershed.

The Marsh Creek Treatment Plant, located in the Geneva Industrial Park, utilizes Autothermal Aerobic Digestion (ATAD) to treat wastewater at ultra-high temperatures to reduce reliance on chemicals in the disinfection process. The plant is designed to process municipal and industrial waste, with the end product being a land-applicable bio solid; to be used for soil restoration at regional farms. The Gulvin Park Treatment Plant, located on Middle Street, utilizes limited chemicals to disinfect water when highflow stormwater levels have the potential to overrun the primary plant.

Sewer Rate Table			
Size of Meter In Inches (In)	Water Allowance In Gallons	Minimum Charge	Per Gallon Over Min.
5/8	4,000	\$59.30	\$0.00988
3/4	8,000	\$118.59	\$0.01017
1	15,000	\$222.37	\$0.01048
1.5	34,000	\$504.03	\$0.01079
2	60,000	\$889.47	\$0.01112
3	120,000	\$1,778.94	\$0.01145
4	184,000	\$2,727.72	\$0.01180
6	371,000	\$5,499.90	\$0.01215
8	634,000	\$9,398.76	\$0.01251
Size of Meter In Inches (Out)	Water Allowance In Gallons	Minimum Charge	Per Gallon Over Min.
5/8	4,000	\$98.44	\$0.01029
3/4	8,000	\$196.87	\$0.01061
1	15,000	\$369.13	\$0.01092
1.5	34,000	\$836.70	\$0.01125
2	60,000	\$1,476.52	\$0.01158
3	120,000	\$2,953.05	\$0.01193
4	184,000	\$4,528.00	\$0.01229
6	371,000	\$9,129.84	\$0.01265
8	634,000	\$15,601.94	\$0.01304

Notes

- No rates changed for 2024

Appendix D: Sewer Fund Itemized

Sewer Revenues			
Budget Detail	2022 Actual	2023 Budget	2024 Request
0982-MISCELLANEOUS INCOME	\$ 81,130	\$ -	\$ 80,000
2122-SEWER CHARGES	\$ 4,166,079	\$ 3,996,364	\$ 3,746,500
2374-SEWER SERVICES/OTHER GOVERNMENT	\$ 786,068	\$ 786,068	\$ 786,068
2401-INTEREST & EARNINGS	\$ 1,808	\$ 800	\$ 2,000
2590-PERMITS, OTHER	\$ 171,263	\$ 150,000	\$ 150,000
5031-INTERFUND TRANSFERS	\$ -	\$ -	\$ 341,000
5032-CAPITAL RESERVE REVENUE	\$ -	\$ -	\$ 150,000
Total Direct Costs	\$ 5,206,348	\$ 4,933,232	\$ 5,255,568

Sewer Maintenance 8110			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 481,594	\$ 497,893	\$ 576,241
1002 - Overtime	\$ 4,279	\$ 6,500	\$ 5,100
1004 - Extra Help	\$ -	\$ 7,500	\$ 5,000
2029 - Equipment	\$ 43,151	\$ 55,000	\$ 25,000
4020 - Materials & Supplies	\$ 3,267	\$ 15,000	\$ 10,000
4021 - Vehicle Repair/Maintenance	\$ 3,225	\$ 3,500	\$ 4,000
4024 - Staff Clothing Allowance	\$ 2,066	\$ 2,300	\$ 2,300
4025 - Street Repair/Maintenance	\$ 3,551	\$ 17,500	\$ 7,500
4028 - Outside Contractors	\$ -	\$ 25,000	\$ 25,000
4031 - Building Repair/Maintenance	\$ 12,127	\$ 10,000	\$ 5,000
4035 - General Maintenance	\$ 737	\$ -	\$ -
4036 - Catch Basin Maintenance	\$ 378	\$ 25,000	\$ 2,500
*New - Rent	\$ -	\$ -	\$ 4,000
4038 - Sewer Repairs	\$ 28,745	\$ 100,000	\$ 75,000
4041 - Rights of Way	\$ 500	\$ 500	\$ 500
4045 - Training	\$ 629	\$ 1,000	\$ 500
4143 - Preventative Maintenance	\$ -	\$ 25,000	\$ 10,000
Total Direct Costs	\$ 584,249	\$ 791,693	\$ 757,641

Notes

The equipment line includes funding for a rigid sea snake and cutting tools, in addition to other small tools. The Catch Basin Maintenance line was reduced to align with actual 2022 and projected 2023 expenses. Outside contractors will be used for sewer and manhole lining. Depending on costs, this line may need a budget transfer in 2024.

An additional line has been added to breakout facility rental from other lines. This is not a new expense.

Wastewater Treatment Plant 8130			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1001 - Salary	\$ 611,719	\$ 663,936	\$ 636,449
1002 - Overtime	\$ 32,812	\$ 5,000	\$ 34,680
1004 - Extra Help	\$ 4,165	\$ 15,000	\$ 5,000
2029 - Equipment	\$ 167,382	\$ 255,000	\$ 125,000
4011 - Postage	\$ 7,604	\$ 7,000	\$ 9,000
4013 - Office Supplies	\$ 385	\$ 500	\$ 1,000
4014 - Conferences	\$ 46	\$ 1,000	\$ 500
4018 - Computer Costs	\$ 13,763	\$ 12,000	\$ 12,000
4020 - Materials & Supplies	\$ 31,482	\$ 30,000	\$ 30,000
4021 - Mileage/ Vehicle cost	\$ 5,000	\$ 5,000	\$ 5,000
4023 - Chemical Costs	\$ 91,239	\$ 130,000	\$ 100,000
4024 - Staff Clothing Reimbursement	\$ 4,252	\$ 3,750	\$ 3,750
4026 - Phosphate Costs	\$ 93,427	\$ 145,000	\$ 145,000
4027 - Sludge Handling	\$ 59,550	\$ 100,000	\$ 100,000
4028 - Seneca Watershed Inter. Org.	\$ 4,785	\$ 4,785	\$ 5,053
4031 - Building Repair/Maintenance	\$ 25,323	\$ 65,000	\$ 60,000
4032 - Lab Supplies	\$ 9,117	\$ 12,000	\$ 15,000
4035 - General Maintenance	\$ 36,206	\$ 30,000	\$ 60,000
4039 - NYS Fees	\$ 15,660	\$ 15,000	\$ 15,000
4040 - Sample Costs	\$ 44,901	\$ 50,000	\$ 50,000
4045 - Training	\$ 1,364	\$ 5,000	\$ 2,000
4110 - Engineering Costs	\$ 630	\$ 60,000	\$ 60,000
Total Direct Costs	\$ 1,260,812	\$ 1,614,971	\$ 1,474,432

Notes

Equipment line includes funding for one F-250 truck at \$50,000 and Bar screen repair for \$70,000.

Engineering Cost reflects funding for a headwork study

Requests that were not recommended for 2024 by the City Manager:

One F-250 Plow truck - \$55,000

ABS Pump - \$55,000

Return Pump - \$30,000

Galvin 3-VFD - \$50,000

6" Dry Prime - \$50,000

Miscellaneous & Debt Service -Sewer Fund

Miscellaneous - Sewer Fund			
Budget Detail	2022 Actual	2023 Budget	2024 Request
1640-4046 - Gas & Oil	\$ 85,053	\$ 50,000	\$ 60,000
1910.4007 - Insurance	\$ 71,133	\$ 70,000	\$ 72,000
9010.8071 - Employee Retirement	\$ 159,361	\$ 300,884	\$ 147,392
9030.80170 - Employee Social Security	\$ 80,461	\$ 73,600	\$ 91,447
9060.8072 - Employee Health Insurances	\$ 196,159	\$ 195,443	\$ 181,315
9060.8073 Retiree Health Insurance	\$ 83,064	\$ 99,755	\$ 94,755
Total Direct Costs	\$ 675,232	\$ 789,681	\$ 646,909

Debt Service - Sewer Fund 9710			
Budget Detail	2022 Actual	2023 Budget	2024 Request
003.9710.6000-Debt Principal, Serial Bond	\$ 1,360,522	\$ 1,020,157	\$ 1,298,062
003.9710.7000-Debt Interest, Serial Bond	\$ 306,231	\$ 177,318	\$ 304,636
003.9730.6000-BAN Principal	\$ 246,000	\$ 137,168	\$ 290,000
003.9730.7000-BAN Interest	\$ 55,735	\$ 43,623	\$ 206,298
003.9785.6000-Installment Purchase Debt, Principal	\$ 49,599	\$ 8,990	\$ 8,990
003.9785.7000-Installment Purchase Debt, Interest	\$ 3,473	\$ 2,200	\$ 2,200
Total Direct Costs	\$2,021,559	\$ 1,389,456	\$ 2,110,186

Worker's Compensation Fund 2024

<i>Revenues</i>	2022	2023	2024
Property Tax Levy	\$ 352,923	\$ 359,665	\$ 297,618
Total	\$ 352,923	\$ 359,665	\$ 297,618
<i>Expenditures</i>			
Workers' Compensation Insurance	\$ 352,923	\$ 359,665	\$ 297,618
Total	\$ 352,923	\$ 359,665	\$ 297,618
Rate	\$0.746/\$1,000	\$0.737/\$1,000	\$0.609/\$1,000

Appendix F: Capital Improvement Program

Capital Improvement Program 2024

Project	Estimated Cost	Funding	Fund	Project Cost
Waste Water Treatment Plan - Clarifier Upgrade	\$ 400,000	Bond	Sewer	\$ 400,000
Street Resurfacing Program -- Various Streets	\$ 300,000	CHIPS	General	\$ 300,000
Lakefront Improvements - Phase VI	\$ 1,125,000	Grant	General	\$ 1,500,000
	\$ 375,000	Bond	General	
Castle Street Reconstruction(Brook to W. North)	\$ 2,000,000	Bond	General	\$ 5,000,000
	\$ 2,000,000	Bond	Water	
	\$ 1,000,000	Bond	Sewer	
Waste Water Bar Screen Replacement	\$ 400,000	Bond	Sewer	\$ 400,000
Communication & Radio System Upgrade	\$ 150,000	Bond	General	\$ 150,000
Cellular Water Meters	\$ 800,000	Bond	Water	\$ 1,600,000
	\$ 800,000	Bond	Sewer	
Total	\$ 9,350,000			\$ 9,350,000

	Bond Total	Fund Balance	CHIPS	Grant
General	\$ 2,525,000	\$ -	\$ 300,000	\$ 1,125,000
Water	\$ 2,800,000	\$ -	\$ -	\$ -
Sewer	\$ 2,600,000	\$ -	\$ -	\$ -
Total	\$ 7,925,000	\$ -	\$ 300,000	\$ 1,125,000

Appendix F: Capital Improvement Program

Capital Improvement Program 2025

Project	Estimated Cost	Funding	Fund	Project Cost
Clinton & Cherry & Elmwood Street Reconstruction	\$ 2,000,000	Bond	General	\$ 5,000,000
	\$ 1,500,000	Bond	Water	
	\$ 1,500,000	Bond	Sewer	
Pulteney St Sewer	\$ 350,000	Bond	Sewer	\$ 350,000
Pulteney St Reconstruction (Hamilton to Castle)	\$ 3,000,000	Bond	General	\$ 8,000,000
	\$ 2,000,000	Bond	Water	
	\$ 3,000,000	Bond	Sewer	
Ice Complex refrigeration plant and compressor conversion	\$ 240,000	Bond	General	\$ 240,000
Ice Complex Bleacher Upgrade	\$ 160,000	Bond	General	\$ 160,000
Street Resurfacing Program -- Various Streets	\$ 300,000	CHIPS	General	\$ 300,000
Total	\$ 14,050,000			\$14,050,000

	Bond Total	Fund Balance	CHIPS	Grant
General	\$ 5,400,000	\$ -	\$ 300,000	\$ -
Water	\$ 3,500,000	\$ -	\$ -	\$ -
Sewer	\$ 4,850,000	\$ -	\$ -	\$ -
Total	\$ 13,750,000	\$ -	\$ 300,000	\$ -

Appendix F: Capital Improvement Program

Capital Improvement Program 2026

Project	Estimated Cost	Funding	Fund	Project Cost
Lakefront Sea Wall	\$ 700,000	Bond	General	\$ 700,000
Gates Avenue Reconstruction	\$ 550,000	Bond	General	\$ 1,250,000
	\$ 300,000	Bond	Water	
	\$ 400,000	Bond	Sewer	
Jackson and State Streets Reconstruction	\$ 700,000	Bond	General	\$ 1,750,000
	\$ 437,500	Bond	Water	
	\$ 612,500	Bond	Sewer	
Four (4) Pickleball Courts - One location	\$ 125,000	Bond	General	\$ 125,000
Street Resurfacing Program -- Various Streets	\$ 275,000	CHIPS	General	\$ 275,000
Total	\$ 4,100,000			\$ 4,100,000

	Bond Total	Fund Balance	CHIPS	Grant
General	\$ 2,075,000	\$ -	\$ 275,000	\$ -
Water	\$ 737,500	\$ -	\$ -	\$ -
Sewer	\$ 1,012,500	\$ -	\$ -	\$ -
Total	\$ 3,825,000	\$ -	\$ 275,000	\$ -

Appendix F: Capital Improvement Program

Capital Improvement Program 2027

Project	Estimated Cost	Funding	Fund	Project Cost
Milton, Union and Howard Streets Reconstruction	\$ 585,000	Bond	General	\$ 1,300,000
	\$ 325,000	Bond	Water	
	\$ 390,000	Bond	Sewer	
Center and Toledo Streets Reconstruction	\$ 400,000	Bond	General	\$ 1,000,000
	\$ 300,000	Bond	Water	
	\$ 300,000	Bond	Sewer	
Park Master Plan Improvements	\$ 300,000	Bond	General	\$ 300,000
DPW Gas Pump Replacement	\$ 100,000	Bond	General	\$ 300,000
	\$ 100,000	Bond	Water	
	\$ 100,000	Bond	Sewer	
Street Resurfacing Program -- Various Streets	\$ 300,000	CHIPS	General	\$ 300,000
Total	\$ 3,200,000			\$ 3,200,000

	Bond Total	Fund Balance	CHIPS	Grant
General	\$ 1,385,000	\$ -	\$ 300,000	\$ -
Water	\$ 725,000	\$ -	\$ -	\$ -
Sewer	\$ 790,000	\$ -	\$ -	\$ -
Total	\$ 2,900,000	\$ -	\$ 300,000	\$ -

Appendix F: Capital Improvement Program

Capital Improvement Program 2028

Project	Estimated Cost	Funding	Fund	Project Cost
Park Master Plan Improvements	\$ 300,000	Bond	General	\$ 300,000
Street Resurfacing Program -- Various Streets	\$ 300,000	CHIPS	General	\$ 300,000
Total	\$ 600,000			\$ 600,000

	Bond Total	Fund Balance	CHIPS	Grant
General	\$ 300,000	\$ -	\$ 300,000	\$ -
Water	\$ -	\$ -	\$ -	\$ -
Sewer	\$ -	\$ -	\$ -	\$ -
Total	\$ 300,000	\$ -	\$ 300,000	\$ -

Appendix G: Equipment Replacement Plan

Equipment Replacement Plan - 2024

	General	Water	Sewer
Beginning Balance	\$425,893	\$368,486	\$234,586
2024 Contribution	\$0	\$0	\$0

Department	Equipment	Price	Purchase Method
Police	One (1) Patrol Car	\$70,000	Equipment Reserve
Fire	Turnout Gear - PPE (20 sets)	\$90,000	Line Item
Fire	Hearing Protection	\$17,500	Line Item
Fire	4 replacement SCBAs	\$36,000	Line Item
Fire	2 Thermal imaging cameras	\$16,000	Line Item
Fire	3 smoke ejection fans	\$17,400	Line Item
Recreation	Ice Edger	\$8,500	Line Item
Highway	Misc. Sweep and Vaccon Tools	\$20,000	Line Item
Buildings & Grounds	Utility Truck Trailer	\$35,000	Line Item
Buildings & Grounds	Two (2) Zero Turn Mower	\$60,000	Line Item
Water Maintenance	Compressor	\$30,000	Equipment Reserve
Water Maintenance	Utility locator	\$15,000	Equipment Reserve
Water Maintenance	2' Piercing tool	\$6,000	Equipment Reserve
Sewer Maintenance	Ridgid See Snake	\$15,000	Equipment Reserve
Sewer Maintenance	Various root cutter tools	\$10,000	Equipment Reserve
Water Treatment Plant	F-250 Pickup w/ Plow	\$55,000	Equipment Reserve
Water Treatment Plant	Bar Screen	\$70,000	Equipment Reserve

	General	Water	Sewer
2024 Equipment Purchases	\$70,000	\$51,000	\$150,000
2024 Ending Balance	\$355,893	\$317,486	\$84,586

Appendix G: Equipment Replacement Plan

Equipment Replacement Plan - 2025

	General	Water	Sewer
Beginning Balance	\$355,893	\$317,486	\$84,586
2025 Contribution	\$0	\$50,000	\$50,000

Department	Equipment	Price	Purchase Method
Police	One (1) Patrol Car	\$ 90,000	Equipment Reserve
Information Technology	One (1) Vehicle	\$ 40,000	Line Item
Buildings & Grounds	Toro Zero-Turn 72" Deck	\$ 40,000	Line Item
Buildings & Grounds	Front Clam Bucket	\$ 3,500	Line Item
Buildings & Grounds	Enclosed Utility Trailer	\$ 15,000	Line Item
Sewer Maintenance	Large Loader 1.5 CY	\$165,000	Line Item
Water Maintenance	Dump Truck	\$230,000	Equipment Reserve
Highway	Asphalt Drum Roller	\$ 40,000	Line Item
Fire	Utility Task Vehicle	\$ 35,000	Line Item
Recreation	15 Passenger Van	\$ 65,000	Equipment Reserve
Wastewater Treatment Plant	ABS Pump	\$ 55,000	Line Item
Wastewater Treatment Plant	Return Pump	\$ 30,000	Line Item
Wastewater Treatment Plant	Galvin 3 - VFD	\$ 50,000	Line Item
Wastewater Treatment Plant	6" Dry Prime	\$ 50,000	Line Item

	General	Water	Sewer
2025 Equipment Purchases	\$90,000	\$230,000	\$0
2025 Ending Balance	\$265,893	\$137,486	\$134,586

Appendix G: Equipment Replacement Plan

Equipment Replacement Plan - 2026

	General	Water	Sewer
Beginning Balance	\$265,893	\$137,486	\$134,586
2026 Contribution	\$50,000	\$50,000	\$50,000

Department	Equipment	Price	Purchase Method
Buildings & Grounds	F-250 Pickup	\$45,000	Equipment Reserve
Buildings & Grounds	F-250 Pickup	\$45,000	Equipment Reserve
Buildings & Grounds	Toro 4000 Wing Mower	\$50,000	Line Item
Highway	F-350 Pickup w/ Plow	\$65,000	Equipment Reserve
Highway/Sewer	F-250 Pickup w/ Plow	\$45,000	Equipment Reserve
Water Maintenance	F-250 Pickup w/ Plow	\$45,000	Equipment Reserve
Water Treatment Plant	F-250 Pickup	\$45,000	Equipment Reserve
Fire	Dep. Fire Chief SUV	\$80,000	Line Item
Highway	Salt Truck	\$200,000	Line Item

	General	Water	Sewer
2026 Equipment Purchases	\$177,500	\$45,000	\$67,500
2026 Ending Balance	\$138,393	\$142,486	\$117,086

Appendix G: Equipment Replacement Plan

Equipment Replacement Plan - 2027

	General	Water	Sewer
Beginning Balance	\$138,393	\$142,486	\$117,086
2027 Contribution	\$75,000	\$50,000	\$50,000

Department	Equipment	Price	Purchase Method
Police	In-Car Cameras	\$20,280	Line Item
Wastewater	JCB Small Loader	\$55,000	Equipment Reserve
Buildings & Grounds	Toro Zero-Turn 72" Deck	\$40,000	Line Item
Buildings & Grounds	F-250 Pickup w/ Plow	\$45,000	Equipment Reserve
Buildings & Grounds	Toro UTV	\$35,000	Line Item
Highway	F-250 Pickup w/ Plow	\$45,000	Equipment Reserve
Water Treatment Plant	F-250 Pickup	\$45,000	Equipment Reserve
Fire	Inspection SUV	\$60,000	Line Item

	General	Water	Sewer
2027 Equipment Purchases	\$90,000	\$45,000	\$55,000
2027 Ending Balance	\$123,393	\$147,486	\$112,086

Appendix G: Equipment Replacement Plan

Equipment Replacement Plan - 2028

	General	Water	Sewer
Beginning Balance	\$123,393	\$147,486	\$112,086
2028 Contribution	\$50,000	\$50,000	\$50,000

Department	Equipment	Price	Purchase Method
Police	In-Car Cameras	\$20,280	Line Item
Buildings & Grounds	F-250 Pickup w/ Plow	\$45,000	Equipment Reserve
Buildings & Grounds	Plow Tractor for Sidewalks	\$55,000	Line Item
Buildings & Grounds	Utility Trailer	\$4,000	Line Item
Wastewater	Ford Transit Van	\$35,000	Equipment Reserve

	General	Water	Sewer
2028 Equipment Purchases	\$45,000	\$0	\$35,000
2028 Ending Balance	\$128,393	\$197,486	\$127,086

Appendix H: Five-Yer Debt Forecast

Five-Year Debt Forecast

General Fund	2024	2025	2026	2027	2028
Instrument Name	Payment	Payment	Payment	Payment	Payment
Installment Purchase Debt	\$ 291,327	\$ 291,327	\$ 291,327	\$ -	
2018 Serial Bond Issue (\$10,846,805)	\$ 371,438	\$ 377,063	\$ 372,388	\$ 377,413	\$ 372,138
2020 Serial Bond Issue (\$8,855,000)	\$ 606,106	\$ 600,956	\$ 605,606	\$ 605,006	\$ 604,206
2021 Serial Bond Issue (\$5,745,000)	\$ 40,121	\$ 39,582	\$ 39,043	\$ 38,504	\$ 42,926
2021 Refunding Serial Bond Issue (\$6,905,000)	\$ 64,740	\$ 63,520	\$ 61,280	\$ 55,120	\$ 53,040
2022 Bond Anticipation Note (\$16,050,000)	\$ 1,272,526	\$ 1,090,075	\$ 1,084,350	\$ 1,057,925	\$ 1,061,500
Total	\$2,646,258	\$2,462,522	\$2,453,994	\$2,133,968	\$2,133,810

Water Fund	2024	2025	2026	2027	2028
Instrument Name	Payment	Payment	Payment	Payment	Payment
Installment Purchase Debt	\$ 34,465	\$ 34,465	\$ 34,465	\$ -	
2018 Refunding Serial Bond Issue (\$6,070,000)	\$ 188,330	\$ 140,376	\$ 133,544	\$ 124,999	\$ 120,038
2018 Serial Bond Issue (\$10,846,805)	\$ 211,188	\$ 206,838	\$ 202,488	\$ 188,288	\$ 189,163
2020 Serial Bond Issue (\$8,855,000)	\$ 95,775	\$ 94,275	\$ 92,775	\$ 91,275	\$ 94,725
2021 Serial Bond Issue (\$5,745,000)	\$ 274,935	\$ 276,431	\$ 277,851	\$ 279,193	\$ 285,420
2021 Refunding Serial Bond Issue (\$6,905,000)	\$ 163,440	\$ 161,160	\$ 156,840	\$ 153,500	\$ 145,220
2022 Bond Anticipation Note (\$16,050,000)	\$ 299,414	\$ 117,275	\$ 114,475	\$ 111,675	\$ 113,875
Total	\$1,267,547	\$1,030,820	\$1,012,438	\$ 948,929	\$ 948,440

Sewer Fund	2024	2025	2026	2027	2028
Instrument Name	Payment	Payment	Payment	Payment	Payment
Installment Purchase Debt	\$ 11,190	\$ 11,190	\$ 11,190	\$ -	
2008 Serial Bond EFC Issue (\$13,666,554)	\$ 455,552	\$ 455,552	\$ 455,552	\$ 455,552	\$ 455,552
2018 Refunding Serial Bond Issue (\$6,070,000)	\$ 296,838	\$ 237,124	\$ 218,206	\$ 221,001	\$ 205,087
2018 Serial Bond Issue (\$10,846,805)	\$ 275,513	\$ 279,813	\$ 283,813	\$ 262,888	\$ 262,113
2020 Serial Bond Issue (\$8,855,000)	\$ 26,113	\$ 25,713	\$ 25,313	\$ 24,913	\$ 24,513
2021 Serial Bond Issue (\$5,745,000)	\$ 125,444	\$ 123,827	\$ 122,210	\$ 125,554	\$ 128,822
2021 Refunding Serial Bond Issue (\$6,905,000)	\$ 423,239	\$ 418,939	\$ 329,099	\$ 333,599	\$ 328,759
2022 Bond Anticipation Note (\$16,050,000)	\$ 496,298	\$ 357,500	\$ 344,275	\$ 341,225	\$ 338,000
Total	\$2,110,186	\$1,909,657	\$1,789,657	\$1,764,731	\$1,742,845

*Includes all debt not currently placed in permanent financing

^Assumes fully-funded capital program

Appendix I: Constitutional Debt Limit

Constitutional Debt Limit

Fiscal Year	Assessment Roll Date	Taxable Assessed Value	Equalization Rate	Taxable Full Valuation
2020	8/1/2018	\$404,201,978	96%	\$421,043,727
2021	8/1/2019	\$407,453,820	93%	\$438,122,387
2022	8/1/2020	\$470,593,861	100%	\$470,593,861
2023	8/1/2021	\$472,972,771	89%	\$531,430,080
2024	8/1/2022	\$488,630,334	78%	\$626,449,146
Five Year Total Full Valuation			\$2,243,852,764	
Five Year Average Full Valuation			\$497,527,840	
Constitutional Debt Limit			\$34,826,949	
Total Outstanding Debt			\$38,842,256	
Less:	Water Indebtedness		\$10,488,708	
	Budgeted Appropriations		\$3,618,769	
	Sewer Indebtedness		\$19,216,437	
Total Net Indebtedness			\$5,518,342	
Net Debt-Contracting Margin			\$29,308,607	
Percentage of Debt Contracting Power Exhausted			15.85%	

Constitutional Tax Limit

Fiscal Year	Assessment Roll Date	Taxable Assessed Value	Equalization Rate	Taxable Full Valuation
2020	8/1/2019	\$407,453,820	93%	\$438,122,387
2021	8/1/2020	\$470,593,861	100%	\$470,593,861
2022	8/1/2021	\$472,928,671	100%	\$472,928,671
2023	8/1/2022	\$488,268,462	89%	\$548,616,249
2024	8/1/2022	\$488,630,334	78%	\$626,449,146
Five Year Total Full Valuation		\$2,556,710,315		
Five Year Average Full Valuation		\$511,342,063		
Constitutional Tax Limit		\$10,226,841		
Tax Levy		\$8,911,922		
Total Exclusions		\$3,332,077		
Tax Levy Subject to Tax Limit		\$5,579,845		
Percentage of Tax Limit Exhausted		54.56%		
Constitutional Tax Margin		\$4,646,996		

Appendix K: Property Tax Cap Calculation

2024 Property Tax Cap Calculation

Category	Amount
Prior Year Levy*	\$ 8,958,010
Reserve Amount**	\$ -
Tax Base Growth Factor***	1.0064
PILOTS Receivable 2023	\$ 917,602
Torts Allowance 2022****	\$ -
Levy Growth Factor*****	1.0200
PILOTS 2024	\$ 1,672,540
Carryover*****	\$ -
Tax Levy Limit	\$ 8,459,062
Transfer of Government Function^	\$ -
Tort Allowance 2022	\$ -
Pension Allowance^^	\$ -
Allowable Levy	\$ 8,459,062

* Prior year levy amount includes real property tax , workers comp, BID Assessment Distict, and city ommited taxes.

**Reserves are required if a community overrides the tax cap and has excess funds above and byond the cap. The excess funds, are to be placed in a reserve account and may only be used as needed. If the funds from overriding the cap in the previous year are not utilized they are meant to offset the levy increase in future years.

***Base Growth Factor is measured as a multi-year average of a community's tax base growth.

****Large payments for lawsuits are excluded from limits under the tax cap.

*****The levy growth factor is calculated as 2% or CPI growth, whichever is lower.

*****Any unused levy growth may be carried over one year

^Governments who achieve savings through consolidation may apply to the state for a cap credit.

^^A portion of pension growth (anything over 2 percentage points) is credited against the cap.

2024 Fee Schedule

Change

Fee Description	Current Fee	Notes	
City Clerk / Comptroller Office			
Foil	\$0.25	per page	
Birth Certificate	\$10.00		
Death Certificate	\$10.00		
Marriage Certificate	\$10.00		
Marriage License	\$40.00	City of Geneva = 17.50 / New York State = 22.50	
Genealogy	\$22.00		
Bingo License	\$18.75	Per occasion	
Bingo Fees	3%	of Weekly Net Profits	
Bell Jar License	\$25.00	Per year	
Game of Chance	\$25.00	Per occasion	
Game of Chance Fee	5%	of Net Profits	
Coin Amusement	\$15.00	per Machine / per year	
"Going out of Business" Sale	\$75.00		
Dog License - Neutered	\$20.00		
Dog License - Unneutered	\$30.00		
Dog License Late Fee	\$10.00		
Dog Tag Replacement	\$3.00		
Food Truck Permit	\$700.00	Full season (April - October) permit for 1 designated space	New offering
Bark Park Membership - City/Town Resident	\$40.00		Increase \$5
Bark Park Membership - Non-Resident	\$60.00		
Boat Trailer Parking	\$0.00	City Residents (registration required)	
Boat Trailer Parking	\$5.00	Daily Non-residents Monday - Thursday	
Boat Trailer Parking	\$10.00	Daily Non-residents Friday - Sunday	
Boat Trailer Parking	\$150.00	Non-residents Annual	Increase \$80
Taxi Cab	\$200.00	Original	
Taxi Cab	\$50.00	Renewal	
Fee Description	Current Fee	Notes	
Taxi Driver	\$30.00		
Solicitor/Peddler	\$15/day or \$100/6 months		
Garbage Hauler	\$250.00	annually if pickup Monday - Thursday	
Garbage Hauler	\$750.00	annually if pickup Friday	
Garbage Hauler - Roll off services	\$25.00		
Garbage Hauler - Roll off services	\$500.00	Annual	
Tax Search	\$25.00		
Returned Check	\$30.00		
Police Department			
Foil	\$0.25	per page	
Reports	\$0.25	per page	
Fingerprints	\$5.00		
MVA (Motor Vehicle Accident) Report	\$15.00	Carfax	
Eviction	\$60.00	per individual listed on lease agreement	
Parking Fines	\$20.00 - \$80.00	vary	
Code Enforcement			
Residential:			
New Construction, Additions	\$0.12 sq ft / \$100.00 minimum		
Renovation	\$0.12 sq ft / \$100.00 minimum		
Deck, Unheated Porch	\$0.12 sq ft / \$100.00 minimum		
Fencing	\$40.00		
Storage Building	\$40.00		
Swimming Pools	\$50.00		
Hot Water Heater / Furnace	\$40.00		
Commercial:			
New Construction, Additions	\$0.15 sq ft / \$100.00 minimum		
Renovation	\$0.12 sq ft / \$100.00 minimum		
Roof Permit	\$100.00		
Demolition Permit	\$100.00		
Use Variance	\$150.00		
Fee Description	Current Fee	Notes	
Area Variance	\$150.00		
Routine Inspection, First	\$0.00		
Second Inspection, if Required	\$0.00		
Third Inspection, same violation	\$100.00	per unit	
Fourth Inspection, same violation	\$250.00	per unit	New Designation
Fifth Inspection, same violation	\$1,000.00	per unit	New Designation
Sixth Inspection and beyond, same violations	\$1,500.00	per unit	New Designation
"No show" Fee (1st)	\$50.00		increased \$25
"No show" Fee (2nd)	\$150.00		increased \$100
"No show" Fee (3rd)	\$300.00	per day	increased \$200
Public Works			
Leak Check	\$25.00	If leak is detected	
Final Water Reading	\$25.00	Ownership change only	

Appendix L: 2024 Fee Schedule

Meter Disconnect and Storage	\$25.00	
Meter Test	\$25.00	<i>If no issue detected - if issue with meter detected service is free of charge</i>
"No show" Fee	\$50.00	<i>Increased \$25</i>
"No show" Fee (2nd)	\$150.00	<i>Increased \$100</i>
"No show" Fee (3rd)	\$300.00	<i>per day Increased \$200</i>

Dept of Planning and ED

Farmers Market Booth (Saturday)	\$20.00	<i>Weekly rate</i>
Farmers Market Booth (Saturday)	\$250.00	<i>Season</i>
Farmers Market Booth (Wednesday)	\$20.00	<i>Weekly rate</i>
Farmers Market Booth (Wednesday)	\$150.00	<i>Season</i>
Farmers Market Booth (Winter)	\$30.00	<i>per day - Special Holiday and Monthly Events</i>
Gazebo / Deck Rental	\$100.00	<i>per day</i>
City Use Event Fee	\$100.00	<i>per day</i>
Water Quality Testing	\$300.00	<i>Includes two (2) samples for E-Coli and HABs</i>
Water	\$75.00	<i>first day</i>
Water	\$25.00	<i>each additional day</i>
Electric	\$75.00	<i>first day</i>
Electric	\$25.00	<i>each additional day</i>

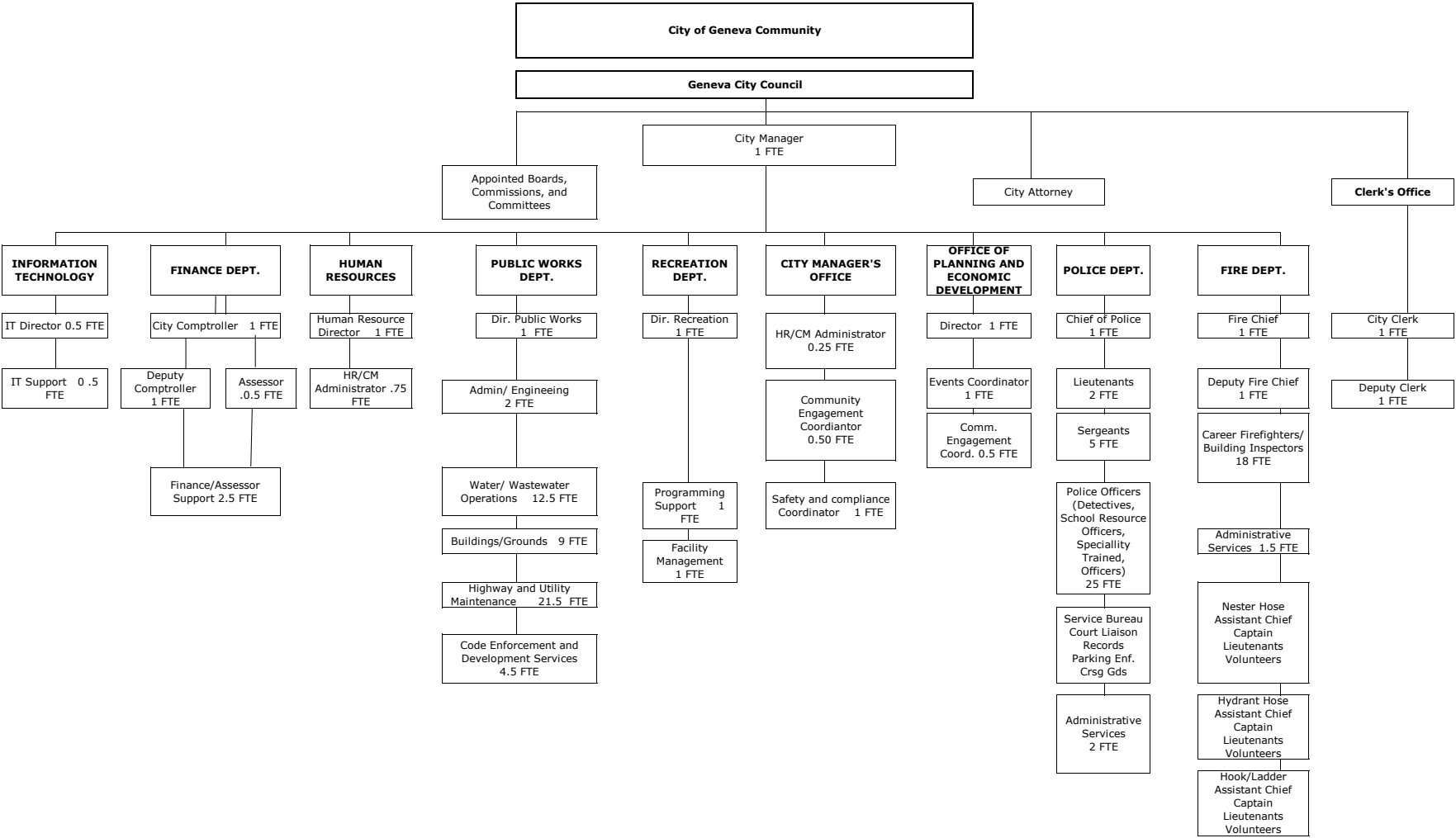
Recreation

Turf Rentals	\$600.00 / \$150 cleaning fee	<i>per day</i>
Birthday Parties	Packages start at \$130.00	
Ice Rental GGHO/Geneva High School	\$190.00	<i>Hourly rate</i>
HWS Ice Rental (Practice Ice)	\$285.00	<i>Hourly rate</i>
HWS Ice Rental (Game Ice)	\$400.00	<i>Hourly rate</i>
Season Skating Pass	\$90.00-\$205.00	<i>Single, Family, Resident, Non-Resident</i>
Ice Skating Single Admission	\$5.00 and up	<i>Per skating session</i>
Skate Rental	\$3.00	<i>per skating session</i>
Complex Full Facility Rental (off ice season)	\$675.00	<i>Rate per day</i>
Complex cleaning fee	\$300.00	<i>Post event</i>
Turf Rentals	\$60 and up	<i>per hour to outside youth organizations</i>
Birthday Parties Ice Season during Public Skate	Packages start at \$250.00	<i>1 hour session</i>
Birthday Parties Private Ice Session	Packages Start at \$275.00	<i>2 hour session</i>
Birthday Parties Turf Season	Packages Start at \$175.00	<i>1.5 hour session</i>
Summer Recreation Fees 1/2 day AM	\$85.00 / \$100	<i>Resident/ Non-Resident</i>
Summer Recreation additional 1/2 day PM	\$55.00 /\$65.00	<i>Resident/ Non-Resident</i>

2024 Estimated Compensation

Department	2023 # of Employees	Total 2023 Salary & Benefits	2024 # of Employees	Total 2024 Salary & Benefits
Total Council (1010)	8	34,448	8	34,448
Total Mayor (1210)	1	8,074	1	8,074
Total City Manager (1230)	2	243,726	2.75	325,401
Total Finance (1315)	4.5	336,825	4	399,831
Total Assessment (1355)	1.5	150,474	1.5	140,846
Total City Clerk (1410)	2.25	209,533	2	166,738
Total Personnel (1430)	2	268,198	1.75	207,061
Total Engineering (1440)	4	365,189	3	327,102
Total Information Technology (1680)	2	190,988	2	191,848
Total Police (3120)	36.5	4,223,353	36.5	4,840,748
Total Fire (3410)	21.5	2,663,941	21.5	2,796,394
Total Highway (5140)	6.5	582,589	6.5	654,825
Total Recreation Admin (7020)	2	168,309	2	154,413
Total Parks, Buildings & Grounds (7110)	8	681,351	9	824,235
Total Recreation Skating Complex (7180)	1	76,541	1	63,686
Total Code Enforcement (8664)	4.5	377,165	4.5	365,807
Total Office of Neighborhood Initiatives (8684)	2	258,455	3	236,580
Total Water Administration (8310)	6	718,412	7	741,945
Total Water Source of Supply, Power & Pump	4	454,749	4	525,057
Total Sewer Administration (8110)	8	687,554	8	823,583
Total Sewer Treatment (8130)	8.5	748,758	8.5	868,962
TOTALS		13,448,632		14,697,584
General		11,657,460		12,008,984
Water		646,128		996,054
Sewer		1,145,044		1,692,545

CITY OF GENEVA 2024 ORGANIZATION CHART



Appendix 0: Labor and Pilot Agreements

Labor Agreements

Unit	Contract Expiration	2021 Base Increase	2022 Base Increase	2023 Base Increase	2024 Base Increase
Fire	12/31/2024	2.25%	2.00%	1.50%	1.50%
Municipal Employees	12/31/2023	1.00%	2.25%	2.75%	TBD
Police - Command	12/31/2023	2.25%	2.25%	2.25%	TBD
Police - Officers	12/31/2023	2.00%	2.50%	2.50%	TBD
Public Works - Foreman	12/31/2024	2.00%	2.00%	2.00%	2.00%
Public Works - Laborers	12/31/2023	2.00%	2.00%	2.00%	TBD
Unrepresented	-	2.00%	2.00%	2.00%	TBD

Payments in Lieu of Taxes (PILOT) Agreements

Company	Year/Term	2023 Payment	2024 Budget
Koch (formerly Guardian) Industries	6 of 20	\$ 421,136	\$ 421,136
Geneva Lakefront Hotel	26 of 30	\$ 342,772	\$ 380,850
Wine Country Hospitality	7 of 15	\$ 29,873	\$ 38,800
Lyeceum Heights I - <i>Revenue Based</i>	14 of 21	\$ 10,434	\$ 10,434
Castle Street Associates - <i>Revenue Based</i>	Life	\$ 15,791	\$ 15,791
Lyeceum Heights II - <i>Revenue Based</i>	21 of 30	\$ 22,724	\$ 22,724
Lyeceum Heights III - <i>Revenue Based</i>	10 of 21	\$ 8,978	\$ 8,978
Massa	6 of 20	\$ 8,985	\$ 9,800
Finger Lakes Rail - <i>Revenue Based</i>	9 of 10	\$ 4,430	\$ 4,430
Geneva Housing Authority - <i>Revenue Based</i>	Life	\$ 4,668	\$ 4,668
DCMB Ventures	3 of 15	\$ 4,446	\$ 4,446
Geneve CESF - Construction Phase	Life	\$ 14,618	\$ 14,618
Nardoizzi Construction	New		\$ 7,010