

AGENDA

REGULAR COUNCIL MEETING

CITY OF GENEVA, NEW YORK

March 6, 2024

**Public Safety Building
255 Exchange Street
Geneva, NY 14456**

EXECUTIVE SESSION STARTS AT 6:00PM
To discuss sale of real property and contract negotiations.

COUNCIL MEETING STARTS AT 7:00PM

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1. CALL TO ORDER – Mayor, Steve Valentino
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PROCLAMATIONS
 - A. Mark Jones
5. PRESENTATION ON REVALUTATION – Assessor Rados
6. PRESENTATION ON 2023 ACTUAL EXPENDITURES AND REVENUES – Comptroller Newcomb
7. FOUNDRY UPDATE
8. SUPERVISOR UPDATE
9. CONSIDERATION OF MEETING MINUTES

This portion of the meeting is dedicated to correction of meeting minutes for the following Council session:

 - A. February 7th, 2024 (Regular Council Meeting) (Page 3)
10. PUBLIC COMMENT

This portion of the meeting is dedicated to receiving comments on any topics. The standard time limit for public comment is three (3) minutes.

11. CITY MANAGER REPORT – *This portion of the meeting is dedicated to presentation of a report by the City Manager on non-action matters that have not been addressed elsewhere on the agenda.*
12. UNFINISHED BUSINESS – *This portion of the meeting is dedicated to consideration of matters that have been previously considered by City Council.*
13. NEW BUSINESS – *This portion of the meeting is dedicated to consideration of matters that have not been previously considered by City Council. These include:*
 - A. Resolution Authorizing City Manager to Create and Implement Paddlecraft Storage Program at Seneca Lakefront – David West (Page 19-22)
 - B. Resolution Authorizing City Manager to Create and Implement Paddlecraft Rental Vendor Test Program at the Seneca Lakefront – David West (Page 23-25)
 - C. Resolution Approving the Sale of City-Owned Real Property – Comptroller (Page 26)
 - D. Budget Adjustment Resolution (PD) – Comptroller (Page 27-28)
 - E. Resolution Correcting the Police Budget Advisory Board Bylaws – Comptroller (Page 29-30)
 - F. Resolution Calling for an Increase in AIM Funding – Mayor Valentino (Page 31-32)
 - G. Resolution Adopting License Fee for Short Term Rental License – City Manager Hendrix (Page 33-34)
 - H. Resolution Amending the 2024 General Fund Budget for Additional Expenses for the Solar Eclipse – City Manager Hendrix (Page 35-36)
 - I. Resolution Ratifying Labor Agreement with City of Geneva Municipal Employees Unit – CSEA - #7852-00 (MEU) – City Manager Hendrix (Page 37-38)
 - J. Board/ Commission Appointments
14. MAYOR AND COUNCIL REPORTS
This portion of the meeting is dedicated to presentation of reports by the Mayor and City Councilors on non-action matters that have not been addressed elsewhere on the agenda.
15. ADJOURNMENT

THE GENEVA CITY COUNCIL

JOURNAL OF PROCEEDINGS

REGULAR COUNCIL MEETING

February 7, 2024 – 7:00 PM

Geneva Fire Department – Hydrant Hose Meeting Room

79 Geneva Street

Geneva, NY 14456

Presiding – Steve Valentino, Mayor

1. ROLL CALL

Present: Clr. Brennan, Clr. Lavin, Clr. Pealer, Clr. Grimaldi (via zoom at 7pm), Clr. Gillotte, Clr. Petropoulos, and Clr. Whitfield

2. EXECUTIVE SESSION

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

MOVED THAT council move to executive session at 5:16pm to discuss collective negotiations pursuant to Article Fourteen of the Civil Service Law and a personal matter.

MOTION CARRIED UNANIMOUSLY (7-1 Absent)

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

MOVED THAT council exit executive session at 6:38pm

MOTION CARRIED UNANIMOUSLY (7-1 Absent)

3. AMENDMENT TO THE AGENDA

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

MOVED THAT the agenda be amended to include a resolution declaring intent for Geneva City Council to act as lead agency for environmental review of the water treatment plant improvement project.

MOTION CARRIED UNANIMOUSLY

4. PROCLAMATION – Black History Month

5. FOUNDRY UPDATE

The city clerk read the following update provided by Michael Murphy:

Remedial Design

- NYSDEC's engineering contractor is preparing the remedial design for the State Street staging area based on the results of soil samples collected in late November, in anticipation of remedial construction during spring 2024.
- NYSDEC will distribute an annual community update fact sheet to property owners and community stakeholders in February.

Remedial Construction

- Active work is anticipated to resume in late March 2024. Remediation of the State Street staging area and two residential parcels located on Tillman Street and Clinton Street will be completed during spring 2024. Demobilization from the project staging areas on Lehigh Street, Geneva Street, and State Street will also be completed in 2024.
- The remedial contractor will return in March 2024 to mobilize equipment and materials and resume remedial construction activities.

6. SUPERVISOR UPDATE

Supervisor Kennedy began his report by recognizing Clr. Petropoulos, for beginning the process of the county supervisors reporting to council. Mr. Kennedy noted that this initiative has been a subject of discussion with the chair, Todd Campbell, and himself recently. Todd is the Town of West Bloomfield supervisor and has invited city council to attend a board of supervisors meeting while simultaneously expressing interest to come to a Geneva City Council meeting.

Supervisor Kennedy went on to explain there will be approximately 500 backyard composting buckets available to county residents in the future and he'll share the date when he knows it. Additionally, he said the senior citizen meal site on Lyceum Street and Elmcrest now have a site coordinator; Amanda Denosky. He said they are staffed and continue to provide meals on Monday, Wednesday, and Friday on Lyceum and Tuesday and Thursday at Elmcrest.

Lastly, he said that he met with the county clerk to express his interest in the status of the Geneva offices to her. She said she'll make her recommendations at some point later this year. He provided some background and explained that the offices and hours have changed despite the misleading signage still in place. He also asked if she could find out how many Geneva residents are going elsewhere like Seneca County for DMV needs.

Clr. Lavin thanked him and said he has felt very welcomed by the county supervisors and feels their hard work is paying off. He also appreciates seeing that they've become more a part of Geneva and can see the ties growing.

Clr. Petropoulos also thanked Supervisor Kennedy and added that he wants to come down and meet Supervisor Campbell as well. He said he hopes to see the DMV come back, and was curious which other hours are misleading. Supervisor Kennedy clarified that the signage is outdated since the DMV, public defender, and mental health resources are not still located in that building despite being advertised as such.

Mayor Valentino asked for the dates and times of the county supervisors meeting. Supervisor Kennedy answered that they meet every 3 weeks on Thursday at 6pm in Canandaigua. The mayor also pointed out that those going to Seneca County for the DMV aren't fully representative of everyone who is inconvenienced because many may go to Canandaigua or online and all of that can be lost revenue.

Clr. Lavin asked the supervisor if he would also provide the specific dates for more substantial committee county meetings and Supervisor Kennedy assured that he would.

7. CONSIDERATION OF MEETING MINUTES

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

**MOVED THAT the minutes of the January 3rd Council Meeting be approved
MOTION CARRIED UNANIMOUSLY**

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

**MOVED THAT the minutes of the January 16th Council Meeting be approved
MOTION CARRIED UNANIMOUSLY**

ACTION TAKEN by Clr. Petropoulos; seconded by Clr. Lavin
MOVED THAT the minutes of the January 22nd Council Meeting be approved
MOTION CARRIED UNANIMOUSLY

ACTION TAKEN by Clr. Pealer; seconded by Clr. Whitfield
MOVED THAT the minutes of the January 29th Council Meeting be approved
MOTION CARRIED UNANIMOUSLY (7-1 Abstain)

8. PUBLIC COMMENT

Mayor Valentino opened public comment at 7:15pm.

Viviane Paolini began by presenting a problem she has been having with the water in her residence at 260 W. North Street. She said the water is fine when it comes out cold but once it is heated the water looks different. She presented two paper towels, one from when they first cleaned the hot water tank and another from today. She said after seeing the discoloration she doesn't feel it is acceptable to use for washing dishes or her face. She asked if someone can help her with this problem and feels it hasn't been cleaned in 30 years. She stated that she has been here for 5 years and has been sick for 4 of those years. She said she's not the only one who has complained but is the only one willing to come speak so she asked again what they can do to help? Mayor Valentino explained that public comment is just a time to speak, rather than have a conversation, so instead he offered to give her his contact information so they could speak more.

Clr. Lavin asked what the name is of these apartments and was told these are North Street Apartments. Viviane also stated it is not the city water but only the warm water.

There being no one else appearing to speak, the mayor closed the public comment at 7:19pm.

9. CITY MANAGER REPORT

City Manager Hendrix presented the following report:

DEC Technical Assistance for Protecting Drinking Water Program: Through our sustainability work the City of Geneva was awarded free technical assistance to help protect public drinking water. We are excited to have this opportunity to work with local and regional NYSDOH officials on this program. The Drinking Water Source Protection Program (DWSP2) is a locally led, and state-supported program that empowers municipalities to take action to improve and protect their public water supplies and surrounding watershed environments. We are choosing to participate in the DWSP2 to promote public health and safety, enhance environmental protection and recreation opportunities and strengthen our regulatory agency partnerships and collaboration.

Grants: In 2023, the City received just under \$450,000 in grant funding for various programming. We are still waiting on grant decisions on applications which would total an additional \$200,000 if awarded. The grants coordination team (a team of City staff that are exploring grant opportunities) met to review grants being written or explored in 2024. Currently we are looking at grants related to housing, tourism, tree management, child passenger safety, stormwater mitigation, additional water filtration programming, and much more.

Reassessment Process: Our assessor is working on the reassessment process. We have created a reassessment page for information on this process on our City Assessor website. Additionally, our Assessor Tina Rados will be providing an overview of the process at the March council meeting. Revaluation notices will go out in April 2024.

PED RFP for Economic Development Coordination: A review team consisting of members of the IDA, BID, and LDC will be convened to review the applications and award funds for this project to review our various economic development strategies and move forward on a compilation of the various strategies. The director of planning and economic development, David West, has now assumed the role of executive director of the IDA and LDC, which are entities outside of the city.

Microenterprise Assistance Program: They are finalizing their contracts and finishing up with environmental review.

Storm Task Force: 7 applications have been filed. The police, fire, and public works department have all met to frame out the task force. The members will be brought forward and those who've applied will be reached out to.

Police Department Award Ceremony: There will be a small award ceremony at the end of the month to recognize tenure and other awards.

City Tours for City Council: Thank you to all members of Council that were able to participate in the departmental tours. We will set up an additional set of tours in March for those that were unable to attend.

Council Retreat: The first phase of the City Council retreat will occur on February 29 at 5:15pm. There will be several retreat sessions.

10. DISCUSSION ON COUNCIL PROCESS TO ADD ITEMS TO THE AGENDA

Mayor Valentino elaborated on the purpose of the conversation, stating that his goal is to get input from each councilor, so there can be a formal process to efficiently direct staff and bring important items to the table. He recognized that they all have individual ideas and priorities but they should have a common procedure so staff can be efficient rather than being directed in numerous different ways.

Clr. Lavin states that he feels this city operates differently than what he's seen previously, in the sense that there isn't a formal committee process to bring items to the agenda. He expressed interest in creating a finance, public safety, public works, and economic development committee assigned by the mayor and staffed by councilors and potentially the public too. He feels the committee process is a transparent way to bring items to the agenda that also engages the public while providing a space to have conversations prior to the meeting floor. He believes that would reduce the length of the council meetings and allow things to be more carefully examined. Specifically, he thinks the finance committee would bring more familiarity with the money that is passed in the budget, and relieve some of the pressure.

Clr. Brennan requested collaborative meetings with staff. He specifically wants to discuss the short-term rentals and ways to make that process more efficient before they are put into place.

Clr. Pealer stated he agreed with Clr. Lavin's statements as he knows how overwhelming it felt to be thrown into his position initially. He expressed his desire to bring back the police, fire, and budget academy's that the city used to have which explained and elaborated on these subjects.

Clr. Grimaldi stated he prefers having resolutions ahead of time, since he wants to be able to look up information that he may have questions on, and come prepared. He believes they can work out more details for doing that when they get together and talk about a process.

Clr. Gillotte stated he is very passionate about neighborhood revitalization and he also wants to help code enforcement to clean up the way neighborhoods look. He said he's not sure of ideas for the processes of bringing these forward but those are what he'd like to focus on.

Clr. Petropoulos agreed with Clr. Gillotte about getting neighborhoods involved again but he prefers to hear from the public first initially before putting forward any resolutions. He said NYCOM has many procedures

for putting forward resolutions and those should be followed. Additionally, he prefers to meet in small groups before a meeting to discuss anything that is going to be put forward in a resolution. He stated that he prefers giving the public an opportunity to speak on the subject before it goes into effect after the resolution is passed.

Clr. Whitfield stated he wishes to direct attention to recreation for building playgrounds, and establishing playground leaders, to keep them well-maintained. Other issues he hopes to tackle are the flooding issues and affordable housing.

Clr. Pealer stated the style of government that the city follows is termed strong city manager, which is why the agenda is currently set by the city manager and mayor. He feels allowing the professionals to take charge and determine the resolutions is more efficient than simply allowing any resolution to come forward. His goal is to stick to efficiency and getting down to business which he feels is best accomplished by allowing them to take that lead. He feels if people have projects that they want to emerge then there should be work sessions to see if everyone is on board before it makes its way into the agenda. He believes this keeps things transparent through a proper procedure that ensures ideas are aligned with the goals of the city.

Mayor Valentino thanked Clr. Pealer for his recognizing the current rules and procedures, which include having a conversation with staff before crafting a resolution. He explained doing this allows the resolutions to be passed through legal and arrive at the agenda in a cohesive and clear format. He said he finds it important for every councilor to have priorities of the issues they intend to bring up so staff doesn't become overloaded. He added, since an idea needs to be put on the floor with a motion and a second, then passed with a majority vote, ensuring that there is at least one other councilor on board can prevent a failed motion. He looks forward to having work sessions, which will be open to the public, and appreciates that councilor Brennan is looking at the time aspect when bringing up his short-term rental concern.

Mayor Valentino explained that the agenda is drafted two weeks prior to the meeting so if council were to meet a week after that they would still have time to add or remove any items. He asked the councilors to pick a day that they may be able to attend a work session so they can be scheduled to share topics based on councilor priorities. He also asked the city manager to share staff's input for how they would like to receive information as he also prioritizes efficiency.

City Manager Hendrix made it clear that the agenda meetings include herself, the mayor, the clerk, and legal to review the items that will appear on the agenda. She said it is important to know whether something will make it to the floor because in the past there have been situations where staff has been directed to do research for something, only to find out when it reaches the floor that only one councilor is in favor of it. She suggested ensuring at least one other councilor is in favor to ensure it can make it to the floor. She said their role is to set the policy and vision while staff helps to carry it out. She also reminded everyone that no two cities are alike or operate in the same way. Lastly, she emphasized that staff are already working on projects set forth from the previous council and will continue with staff despite the council changing and priorities shifting. She feels this form of government is important for the community to have continuity but that's not to say previous policy can't be changed. If that is their direction then she suggests a work session to determine what that would look like and if everyone is in favor.

Clr. Lavin said while the city manager form of government may help to guide the professionals in the right direction, he is concerned that the current procedure is complacent. He stated that every other form of government he is familiar with has formal committee positions which bring the concerns forward before coming to council and he finds it efficient and effective. He worries the community is being kept at bay by not giving them easy access for clarification of the policies that bring resolutions forward. He feels that there are certain staff that this council would quickly redirect if possible but he is concerned the traditions of bringing up business will slow that rerouting. He wants to see a more formal way of addressing issues rather than through the mayor or city manager. He hopes they consider doing things differently, with some urgency due to a fiscal and housing crisis, by changing the status quo.

11. RESOLUTION DECLARING CITY EQUIPMENT SURPLUS PROPERTY

City Manager Hendrix presented the following resolution:

WHEREAS, the City of Geneva no longer has use for the following items:

1. 2009 Chevrolet Tahoe (White)
VIN-1GNFK03009R167961

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Geneva, New York, that the above equipment be declared surplus property, and

FURTHER BE IT RESOLVED the proceeds from the sale of the surplus equipment will be applied to the Equipment Amortization Fund and used as trade for upgraded equipment.

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

MOVED THAT this resolution be approved

MOTION CARRIED UNANIMOUSLY

12. RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A GRANT AGREEMENT FOR THE RECREATIONAL TRAILS PROGRAM PROJECT (#239200)

Liz Toner presented the following resolution:

WHEREAS, that City of Geneva applied for financial assistance from the New York State Office of Parks, Recreation and Historic Preservation (“OPRHP”) under the Recreational Trails Program for the purpose of funding the development of the Geneva Trail Project as a part of Geneva’s Brownfield Opportunity Area Open Space and Connectivity Strategy, and;

WHEREAS, that City of Geneva is authorized and directed to accept these grant funds in an amount not to exceed \$180,000 for the project described in the grant application, and;

WHEREAS, that City of Geneva is authorized and directed to agree to the terms and conditions of the Master Contract with OPRHP for such development of the Geneva Trail Project, and;

WHEREAS, that City of Geneva is authorized and directed to agree to the terms and conditions of any required deed of easement granted to OPRHP that affects title to real property owned by the municipality and improved by the grant funds, which may be a duly recorded public access covenant, conservation easement, and/or preservation covenant; and

NOW, THERE, BE IT RESOLVED by the City Council of the City of Geneva, New York hereby delegates signing authority to execute the Master Contract and any amendments thereto, any required deed of easement, and any other certifications that may be applicable, to the City Manager.

Liz explained that the grant is for a phased approach to transforming the inactive Lehigh Valley rail line into a recreational trail. This specific section is very eroded so they will be installing a bridge to make it safe for pedestrians. The bridge is being donated by the Friends of the Greenway, a volunteer group, who has been helpful with this project.

Clr. Pealer asked where exactly this portion was located so Liz explained this particular section is on Doran Ave. However, she said the rail line stretches through the city from E. North Street and Clark Street to the Lehigh Valley Railroad station at the end of Sherrill Street. Clr. Pealer stated he feels the area by Doran is dangerous and asked if the city was encouraging pedestrians to walk on it? Liz explained that the trail is already being used currently but this grant would clean up that section and allow for the bridge to be built to

make it even safer. Clr. Pealer asked if there was a plan in terms of potential liability? City Manager Hendrix answered that this is all a part of the BOA plan from 2022 which would connect the rail trail through the city from the lakefront. She said it is no different than any other park or recreation area in terms of liability.

Clr. Pealer asked if there were drawings associated with this plan, which city manager Hendrix confirmed there were along with a map in the initial plan. Clr. Lavin added that the Boys and Girls Club also agreed to assist with these improvements to the rail trail in the town portion. Liz added that the ultimate goal is to connect the rail trail from the lake, through the city and town, and connect with Ontario County Pathways.

Clr. Petropoulos asked if the bridge was going to be over North Exchange Street? Liz explained that the bridge would be on Doran Ave and is just a portion of the phased approach to improving the rail trail in many sections since there isn't currently funding to complete the whole project. She said this section connects from E. North Street, over Doran, and back down at Genesee and there is no provision for the section at N. Exchange Street yet. City Manager Hendrix stated she'll work with Liz to ensure council gets access to the BOA report and can see the numerous phases and reminded them this is just one small piece. She noted Clr. Lavin's comment, agreeing that not all of it is on city property, but some is in the town or personal property.

Mayor Valentino noted that the grant is not to exceed \$180,000 and asked what staff anticipate that will be used for. Liz and the city manager agreed that most of it would be for staff time at this point to assist rather than provide financial contributions.

**ACTION TAKEN by Clr. Lavin; seconded by Clr. Brennan
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY**

13. RESOLUTION DECLARING GENEVA LAKE TUNNEL ENHANCEMENT PROJECT A TYPE 2 ACTION UNDER SEQR

David West presented the following resolution:

WHEREAS, the City of Geneva accepted DRI funding allocated to the repair and improvement of infrastructure in and around the Lakefront Tunnel between Solar Village and Seneca Lake; and

WHEREAS, the City Council has determined that the proposed work qualifies as a Type 2 Action under SEQRA based on 6 CRR-NY 617.5 c 1,2,3,&5,6.; and

WHEREAS, the proposed work does not approach or exceed any threshold set forth in 6 CRR-NY 617.4 that would justify consideration as a Type 1 action; and

WHEREAS, the proposed work reduces total impervious area within the project boundary from approximately 4006 sqft. to approximately 3751.14 sqft.; and includes the addition of landscaping, lighting improvements, drainage improvements, restoration of the tunnel walls, and new trees at both ends of the tunnel; and

WHEREAS, the City Council has determined that the proposed action will have no environmental impact.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Geneva, New York that the work proposed for the Geneva Lake Tunnel Enhancement Project constitutes a Type 2 action under SEQRA and requires no further environmental review.

David explained that this project is fixing up parts of the tunnel that runs under routes 5&20 from the solar village to the lakefront. He stated that a type 2 action by nature is very small, with no negative

environmental impact, and this project will result in less paving once it is cleaned up so it will actually have a positive impact. He added that this is part of the DRI funding and needs to be declared in order to move forward with the grant.

Clr. Pealer stated he's glad to see this moving forward. The mayor concurred and asked if there could be something put on the website for people to view. He feels it will provide a great segway to and from the lakefront and Clr. Pealer added that it will be beneficial for people with strollers or on wheels.

ACTION TAKEN by Clr. Pealer; seconded by Clr. Petropoulos
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY

14. RESOLUTION ADOPTING A COMPLAINT PROCESS AND POLICY FOR COMPLIANCE AND THE AMERICANS WITH DISABILITIES ACT

David West presented the following resolution:

WHEREAS, the City of Geneva is subject to the requirements of Title II of the Americans with Disabilities Act of 1990(ADA), and

WHEREAS, by accepting State and Federal funds, including CDBG funding, the City of Geneva is required to adopt a complaint process related to barriers and accommodations for people with disabilities.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Geneva, New York that the attached grievance procedure under the Americans with Disabilities Act is adopted.

BE IT FURTHER RESOLVED that the City Manager is empowered to amend this policy and procedure from time to time as necessary to comply with ADA and best serve the community of the City of Geneva.

GRIEVANCE PROCEDURE UNDER THE AMERICANS WITH DISABILITIES ACT

Effective Communication: The City of Geneva will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in City of Geneva programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures: The City of Geneva will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in [name of public entity] offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Geneva, should contact the office of Erica Collins, ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the City of Geneva to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the City of Geneva is not accessible to persons with disabilities should be directed to Erica Collins, ADA Coordinator following the procedure below.

The City of Geneva will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Grievance Procedure: This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (ADA). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the City of Geneva. Employment related complaints of disability discrimination are covered elsewhere, in policies available from the human resources office of the City of Geneva.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date and description of the problem. No particular format of the complaint is required. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted in writing by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

Erica Collins
ADA Coordinator, Section 3 Coordinator, Human Rights Commissioner, Confidential Secretary to the City Manager
47 Castle St.
Geneva, NY 14456

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or his/her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or his/her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the City of Geneva and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant and or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the agency head or his/her designee.

Within 15 calendar days after receipt of the appeal, the agency head or his/her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with the agency's final resolution of the complaint, or indicating that the matter has been returned to the ADA Coordinator for further action.

If further response is indicated, the complainant will be contacted within 15 calendar days. All written complaints received by the ADA Coordinator or his/her designee, appeals to the agency head or

his/her designee, and responses from these two offices will be retained by the City of Geneva for at least three (3) years.

David explained that the state used to come at the end of a grant process to ensure all of the policies have been put in place and now they've changed that process to come at the beginning. He said they identified that the city did not have a policy for this regarding the public, as far as they could find, only ones for staff. He explained this is required regardless of the grant and it puts a process in place for those who feel their needs aren't being met. David feels the process is beneficial, adding that it provides a clear understanding of where to go to have accessibility complaints addressed.

Clr. Pealer wanted to be clear that the city is already very accommodating and this is just to put the policy in place. The mayor agreed, noting that many of the renovations in city hall were to provide accessibility to all.

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

MOVED THAT this resolution be approved

MOTION CARRIED UNANIMOUSLY

15. RESOLUTION APPOINTING CLIMATE SMART COMMUNITIES TASK FORCE AND CLIMATE SMART COMMUNITIES' COORDINATOR

David West presented the following resolution:

WHEREAS, the City of Geneva has previously participated in the New York State Climate Smart Communities program and wishes to do so again, and

WHEREAS, participation in the program requires appointing a Climate Smart Communities Task Force, and

WHEREAS, the City of Geneva Green Committee has served as the Climate Smart Communities Task Force in the past, and

WHEREAS, participation in the program requires appointing a Climate Smart Communities Coordinator.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Geneva, New York appoints the City of Geneva Green Committee to serve as the Climate Smart Communities Task Force.

BE IT FURTHER RESOLVED that the Director of Planning and Economic Development is appointed to act as Climate Smart Communities Coordinator, may choose to delegate associated tasks as appropriate, and may apply for funding or sign contracts related to participation in the Climate Smart Communities program.

David explained this program rates communities, like a competition, to encourage actions to address climate change. He stated that we were previously a part of this program since 2014 which resulted in receiving a bronze status in 2018. The program acts as a guide and opens the community up to grant opportunities based on a point system, which the city has taken advantage of in the past. He said unfortunately our recognition lapsed on September 30th, 2023 so this would begin the process of recertifying. The first steps are choosing someone to be in charge of it and appointing a committee. He stated in the past the green committee was appointed, which he feels is fitting, and he volunteered himself as the representative.

Mayor Valentino stated he was proud when the city reached the bronze status and he asked if the status would go away and start over? David said nothing has been lost, but to maintain a rating one must continue their actions or do more to move up.

Clr. Pealer asked if there was a way to measure the return on investment for participating in these programs and being progressively sustainable. His concern is that the financial impact is not always considered, and doesn't want individuals or the city to go broke in their attempts to be more sustainable. He said he has first hand knowledge from installing solar panels on his house so he hopes that while being green the council can show how they're consequently saving money. David agreed it doesn't make sense to perform actions just to get points, if the results aren't ultimately beneficial, but he feels we're already doing many actions which he'd like the city to get credit for. He said he didn't have numbers for the return on investment but feels many of the actions, such as getting grants, will save taxpayers money.

ACTION TAKEN by Clr. Brennan; seconded by Clr. Lavin
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY

16. RESOLUTION INCREASING SEPTAGE DISCHARGE FEE AND; AMENDING, 2024 ADOPTED BUDGET, APPENDIX "L," 2024 FEE SCHEDULE

City Manager Hendrix presented the following resolution:

WHEREAS, the City of Geneva Waste Water Treatment Plant currently has a fee of \$0.05 per gallon to cover the cost of septage discharge disposal the facility located at 45 Doran Ave.;

WHEREAS, the overall operating expenses including but not limited to labor, equipment and materials have increased over the years. Staff has determined a fee increase to \$0.10 per gallon is required to cover the cost.;

NOW THEREFORE, BE IT RESOLVED. That the City of Geneva City Council, hereby, and in due form, does amend the Septage Discharge Fee to \$0.10 per Gallon.;

AND BE IT FURTHER RESOLVED, that these fees be added to the 2024 Fee Schedule and shall be effective immediately upon approval.

City Manager Hendrix explained that we allow septage from other discharging areas to go into our wastewater treatment plant. She said staff have done research on what other municipalities are charging and that comparison showed we've charged much less than others. Their recommendation is to raise the fee from 5 cents per gallon to 10 cents per gallon, and add it to the 2024 fee schedule.

Clr. Brennan asked if the 10 cents is equal to or greater than other communities. City Manager Hendrix said they saw a range from 7-12 cents, so we would now be within that range. Clr. Lavin asked if the fees were separate for resident versus non-resident? The city manager said they are not separated but there are additional fees to initially approve a hauler in order to dump.

Mayor Valentino said he would like to know how much revenue this created on an annual basis. He added that with a limited capacity, and a potential to grow that capacity for economic development, he questioned if it would be beneficial to raise the fee to \$1 per gallon. He acknowledged that this may drive away some revenue but would open up capacity. City Manager Hendrix explained there are 1-5 haulers which results in about \$60,000 in yearly fees. She also added that this is commercial waste, not residential, and there is no impact on solid waste. Clr. Brennan asked why not raise it to 12 cents, adding that he'd like to know how they arrived at 10 cents? City Manager Hendrix stated the fees must be responsible and reasonable, which is why she assumes they ended up at their recommendation of 10 cents.

**ACTION TAKEN by Clr. Gillotte; seconded by Clr. Petropoulos
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY**

17. RESOLUTION CORRECTING 2024 BUDGET DOCUMENT FOR HAULER FEES

Comptroller Newcomb presented the following resolution:

WHEREAS, the 2024 budget document was presented and adopted by City Council in October 2023; and

WHEREAS, the fee schedule presented within the 2024 Budget document incorrectly displays hauler fees within the City of Geneva; and

NOW THEREFORE BE IT RESOLVED that the Geneva City Council hereby approves the correction of the 2024 Budget Document fee schedule.

City Comptroller Newcomb explained that this resolution is simply a correction to the fee schedule in the 2024 budget book. She said the old hauler fees were still noted despite the fact council had previously increased them to a consistent annual fee of \$2,000 for residential and \$2,000 for commercial (or \$4,000 for both) and \$500 for a roll off fee.

**ACTION TAKEN by Clr. Lavin; seconded by Clr. Whitfield
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY**

18. RESOLUTION AMENDING THE 2024 GENERAL FUND BUDGET FOR RATIFIED CONTRACT CHANGES

Comptroller Newcomb presented the following resolution:

WHEREAS, The City of Geneva had four (4) open contract negotiations in 2023 and were able to ratify one (1) of those contracts at the end of December 2023.

WHEREAS, The approved 2024 Budget document does not reflect the final contractual obligations and additional funds are needed to cover anticipated salary and benefit expenses. the fee schedule presented within the 2024 Budget document incorrectly displays hauler fees within the City of Geneva; and

NOW THEREFORE BE IT RESOLVED that the Geneva City Council hereby and in due form does amend the 2024 General Fund budget as follows:

Revenues:

Add

Appropriation from General Fund Balance \$30, 000

Expenses:

Add

Various General fund department Salary lines \$30,000

City Comptroller Newcomb said they previously informed council about the several open contracts during budget sessions. Since then, one of the four has been ratified so this resolution allows the money to be taken from the general fund to the general operating budget to cover the salary increase that they're obligated to pay.

ACTION TAKEN by Clr. Petropoulos; seconded by Clr. Brennan
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY

19. RESOLUTION APPROVING THE CONTRACT FOR THREE+ONE SERVICES

Comptroller Newcomb presented the following resolution:

WHEREAS, The City of Geneva has the opportunity to implement additional investment strategies with cash on hand to produce additional revenue sources

WHEREAS, Three+one is a financial-technology resource for the public sector. providing liquidity data, benchmarking tools, and forecasting for financial officers

NOW THEREFORE BE IT RESOLVED that the Geneva City Council hereby and in due form does authorize the City Manager and Comptroller to enter in contract agreement with Three + One.

Comptroller Newcomb explained that within the last 2-3 years municipal government has been allowed to start investing their tax flow. She made it clear that additional funds cannot be invested, only cash that is being received from tax payments. She said three+one is an analysis company who has view-only-access to cash flow and funds who take the data and provide a suggested amount to invest and along with the potential return. She clarified that the city doesn't have to do what they suggest, they just provide propositions through an ongoing contract, and have a no cost guarantee. In other words, if the initial analysis deems that there would be no benefit then there would be no cost, but she believes there are significant opportunities to start investing.

Clr. Pealer said the county is also using this, and it was explained to him that money which isn't being used initially goes into a fund to gain interest, so he thanked the comptroller for taking the steps to do this.

City Manager Hendrix stated that there will be another resolution coming forward regarding this and clarified that they are not investing our money or providing a return. She said this company just does the analysis and there will be other entities involved to achieve the next step of investing.

Clr. Lavin asked about the risk, if the company is conservative in their analysis, and about the liquidity for funds. Comptroller Newcomb agreed and said the risk tolerance is significantly low and the funds are nearly the equivalent to cash.

Clr. Petropoulos stated he has also heard of this program. He clarified that the resolution tonight is to contract with the analyst who determines if there is anything to invest and then a future resolution will be to contract with a company who will do the investing.

Mayor Valentino asked if she has a baseline for interest income on an annual basis? Comptroller Newcomb did not, but said it was likely under 1%, and the initial investment returns have ranged from 3%-5.5%.

ACTION TAKEN by Clr. Pealer; seconded by Clr. Brennan
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY

20. RESOLUTION FOR APPROVAL OF THE 2024 AND FUTURE AMENDMENTS TO THE MUNICIPAL COOPERATIVE AGREEMENT FOR THE GREATER TOMPKINS COUNTY MUNICIPAL HEALTH INSURANCE CONSORTIUM (GTCMHIC)

City Manager Hendrix presented the following resolution:

WHEREAS, The City of Geneva, as a member of Greater Tompkins County Municipal Health Insurance Consortium (GTCMHIC), must approve any changes to the GTCMHIC Municipal Cooperative Agreement (MCA) by resolution; and

WHEREAS, GTCMHIC must amend the MCA annually when any new members are approved at the Annual Board of Directors meeting; and

WHEREAS, from time-to-time other changes are made to the MCA as necessary and when changes are made, they are reported at the Annual Meeting with membership approval, now therefore be it,

RESOLVED, until rescinded by resolution our current presiding elected official is approved to sign, without further action, any GTCMHIC MCA updates that have been advanced at the GTCMHIC Board of Directors meetings and approved by the Department of Financial Services; and

FURTHER RESOLVED, The GTCMHIC is directed to keep this resolution on file to accompany any current presiding elected official signatures to amended MCA changes.

City Manager Hendrix stated that because we joined a consortium for our health insurance, every time there is an additional member, the entire agreement must be updated. This means all members must put a resolution forward to update that agreement. She explained that the state says a municipal body, like the city, can instead put forward one resolution that states our acceptance on an annual basis. She added that if there was a major change there would be prior notice since there are two representatives from management who sit on the board of directors and every labor union also being represented. She said there has not been any major changes to the agreement so she recommends this resolution to avoid numerous resolutions. She stated that if there are any major changes, she will bring them forward and at that time this resolution can be withdrawn and a new one put forward.

ACTION TAKEN by Clr. Petropoulos; seconded by Clr. Lavin
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY

21. RESOLUTION DECLARING INTENT FOR GENEVA CITY COUNCIL TO ACT AS LEAD AGENCY FOR ENVIRONMENTAL REVIEW OF WATER TREATMENT PLANT IMPROVEMENT PROJECT

David West presented the following resolution:

WHEREAS, the City of Geneva, with assistance from MRB Group, completed an Engineering Report for the Evaluation of Existing Treatment facilities and Recommendations for Capital Improvements at the City of Geneva Water Treatment Plant on February 6, 2024; and

WHEREAS, the City of Geneva seeks to be ready for grant opportunities that may fund water treatment plant improvements including WIIA, BRIC, and others; and

WHEREAS, completing SEQR review of projects is a key component in grant readiness and an important responsibility of Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Geneva declares it's intent to act as Lead Agency in the review of the Water Treatment Plant Improvement Project for the purposes of State Environmental Quality Review, and directs staff to publish appropriate notifications and notice to potential involved and interested parties including Town of Geneva, NYSDEC, NYSDOH, Ontario County.

David explained that in order to get a grant to improve the water treatment plant they must do SEQR which includes declaring a lead agency. He explained that the council should declare themselves lead agency and start the 30-day timeframe. That time frame is in place to allow for other agencies to come forward if they wish to take that role instead and due to that required waiting period it will not be done prior to the next meeting. He stated that the grant is due in early summer so he wanted to make sure they're on top of it so tonight they are simply starting that process by declaring themselves as the lead agency.

ACTION TAKEN by Clr. Lavin; seconded by Clr. Brennan
MOVED THAT this resolution be approved
MOTION CARRIED UNANIMOUSLY

22. BOARD & COMMISSION APPOINTMENTS

Clr. Pealer explained that there are currently numerous boards with vacancies. These include the historic districts commission, human rights commission, police budget advisory board, zoning board, board of ethics, shadetree committee, and the recreation advisory board. He explained that they are currently in the process of starting interviews and he expects to see a wave of appointments next month.

Mayor Valentino added that since applications are kept on file for 2 years, they will be reviewing them to see who is still interested in serving. Clr. Pealer encouraged anyone interested in serving on a board to visit the website and apply.

23. CITY COUNCIL LIAISON ASSIGNMENTS

Mayor Valentino said he asked at the last meeting for any councilors interested in serving on more than one board to reach out. Since then, Clr. Whitfield reached out to serve as liaison to the recreation board and Clr. Brennan wished to be appointed to the historic district commission so the mayor has appointed them to those respective roles. Additionally, the Ontario County Freight Rail Corridor Development reached out about having someone serve on their steering committee, and Mayor Valentino volunteered as a liaison to that committee.

24. MAYOR AND COUNCIL REPORTS

Clr. Grimadli stated he attended the housing authority meeting, which mostly consisted of introductions, so he will have more to report next month.

Clr. Whitfield said he received pictures of complaints about the boating dock, showing that it's eroding, based on the pictures he saw. He feels that's a general matter to discuss and take care of so he wanted to bring it to everyone's attention. As for community events he announced that Mount Calvary Church of God in Christ is hosting their annual women's day breakfast on Saturday March 2nd from 8am-12pm for \$10 a breakfast. Additionally, on Saturday, February 17th at Club 86 the African American Men's Association is

having a Valentine's Dinner fundraiser for their AAMA scholarship in special recognition of Lillian Collins. Tickets for couples are \$100 and \$60 for a single ticket.

Clr. Petropoulos explained he has been talking to numerous individuals about issues. He assisted one who had sewer issues and connected them with Joe Venuti. He's also talked with Mr. Venuti about Folger, John and Rose Streets needing renovations and what a timeline may look like. Additionally, he watched the presentation about affordable housing from the League of Women Voters via zoom. It got him thinking about vacant space in the city such as the foundry site once it's complete so he hopes to consult with local individuals and neighbors.

Clr. Gillotte said he's been meeting with the BID and on February 9th there will be a downtown film festival with independent filmmakers from 6-10pm. He added that on February 10th there will be a trinity art walk showcasing local artists and their work. More information can be found on their website and he encouraged the public to check it out.

Clr. Pealer said the planning board didn't meet last month. He also said he is happy to pass the torch of councilor liaison over to Clr. Whitfield for the recreation board and he is happy to help in any way if needed. He added that the next meeting will be February 20th at 5:30pm at the rink concession area. Additionally, he explained that Geneva North Street Schools will all be visiting the rink next week for P.E. to ice skate. Clr. Pealer also stated that the week off of school during April (1st-5th from 8am-12pm) the recreation department will be having half days and you can sign up by calling.

Clr. Lavin began by saying that himself and Mr. West are both now a part of the IDA. He also noted some complaints he's received regarding fraternity parties on S. Main St. He said he's spoken with some students as well as reaching out to the vice president of student affairs to reinstate regular meetings in an attempt to figure out a solution.

Clr. Brennan reported that he reached out to the chair of the zoning board, Andrew Williams, but they did not meet last month. He also provided comptroller Newcomb with \$550 from Tom Burrall for January firewood sales adding that like last month there would've been more if he hadn't run out.

Mayor Valentino noted that his weekend Hobart Hockey team, who is number 1 in the country, will be playing two games at the recreation complex. He said they won the national championship last year so he encouraged everyone to go out and support them.

25. ADJOURNMENT

**ACTION TAKEN by Clr. Petropoulos; seconded by Clr. Whitfield
MOVED THAT the meeting be adjourned at 8:34pm
MOTION CARRIED UNANIMOUSLY**

Nicole Wright

City Clerk



Geneva City Council Agenda Item Briefing

To: Geneva City Council

From: David West, Director of Planning & Economic Development

Meeting Date: March 6, 2024

Item Title: Resolution Approving Paddlecraft Rack Program

Action Required: The approval of this resolution will approve the proposed program and grant power to City Manager to finalize details and direct staff.

Background Information: Seneca Lake is one of the City's greatest amenities. Various current plans call for increasing access to the lake through large scale investments. Alongside those large investments there are small fast steps that the City can take immediately to make it easier for residents to access both the lake and the canal system. This month the Department of Planning and Economic Development, in partnership with the Recreation Department and Department of Public Works present 2 programs that can make a big difference for very small investment needing no more than the current budgeted staffing, and a little material that our forecasts show will be fully paid for by the proposed fees.

Paddlecraft Storage Rack Program Outline: Many communities adjacent to Finger Lakes are investing in racks that can be inexpensively built and are quick to put up or move. This program is proposed as a test to see if the Geneva community would benefit to racks similar to those that have been successful in the Town of Lansing and at Taughannock Falls State Park. City Staff propose construction of 2 racks, each capable of holding 12 kayaks, canoes, or paddleboards, near the Geneva boat ramp for the 2024 season. 24 storage spaces would then be rented to community members from May-October with a full indemnification of the City from any potential liability arising from the use of the racks. These racks allow residents to keep a boat conveniently near the water so they can get out on the lake quickly and easy enough to do a quick paddle at lunch or after work without the hassle involved in transporting their boats to and from another location. This has proved wildly popular in other places and truly enhances the vitality of the lakefront experience for those people on shore and on the water.

Photos of rack designs from Lansing and Taughannock Falls.



Proposed rack space rental form attached.

Alternatives: Council may elect to not support this project which would maintain the status quo of only providing storage for more expensive motor boats at the lakefront.

Financial Impact: This proposal is revenue neutral in year 1 and revenue positive for 5-10 years after. Racks are expected to last 5-10 years with minimal maintenance. If continued in future years, the program revenue could contribute to other paddlecraft oriented lakeside improvements including accessible launch sites. Staff have priced out the materials and estimated costs of construction and management. Assuming all 24 spaces are rented at the City resident rate (there is a proposed higher rate for non-residents) the annual revenue is exactly equal to the cost to build, install, and manage the racks. DPW has proposed purchasing materials and building racks within the existing budget. Recreation has requested a budget adjustment of \$960 to increase their staffing line for this work. Both the costs to DPW and Rec. are expected to be fully offset by rack space rentals.

**2024 City of Geneva
APPLICATION FOR PADDLECRAFT SPACE**

This application must be filled out COMPLETELY and signed.

PLEASE PRINT:

**** PADDLECRAFT OWNER:**

Name: _____ E-mail _____

Street: _____

City: _____ State: _____ Zip Code: _____

Telephone No. (Cell) _____ (Home) _____

DESCRIPTION:

Make/Description _____

Check One: Canoe _____ Kayak _____ SUP _____ Other _____ *Note: storage of craft other than canoe, kayak, SUP requires special approval of Director of Recreation, must fit rack and be similar size/weight.

Color _____

Length: _____

Width: _____

PERMIT PERIOD:

From: 5/1/2024 To: 11/1/2024

FEE:

\$100/Resident _____ RACK SPACE # _____ Permit # (Office use only): _____

\$150/Non-Resident _____ RACK SPACE # _____ Permit # (Office use only): _____

Check # _____

Please make checks payable to City of Geneva

Forms can be mailed to: Recreation Department, 47 Castle St. Geneva, NY 14456

Securing and security of the boat is the responsibility of the boat owner. The City of Geneva or employees of the City of Geneva are NOT responsible for boat security against loss, theft or damage should any occur. Storing and using paddle craft is inherently dangerous. Owner hereby accepts all liability for any damages or injury related to the use of City property in connection with this application including, but not limited to, loading or unloading paddlecraft, transporting paddlecraft to or from the racks, and to or from the water, and the use of paddlecraft on shore or on the water.

Signature: _____

Date: _____

RESOLUTION # 16 – 2024

**RESOLUTION AUTHORIZING CITY MANAGER TO CREATE AND IMPLEMENT
PADDLECRAFT STORAGE PROGRAM AT SENECA LAKEFRONT**

WHEREAS, the City of Geneva wishes to improve affordable access to Seneca Lake by kayak, canoe, and paddleboard (together referred to as paddlecraft); and

WHEREAS, City staff has developed a program outline and cost proposal to allow storage of personally owned paddlecraft at the lakefront park, and

WHEREAS, the fees proposed fully cover the small cost of this investment, now

THEREFORE, BE IT RESOLVED, that this City Council hereby approves the creation of a paddlecraft storage program commencing with the installation of 2 boat racks, holding 24 boats on City property at the Seneca Lake waterfront, and authorized the City Manager and/or her designee to proceed with all contracts, policies, and preparations reasonable and necessary for the program for the 2024 year.



Geneva City Council Agenda Item Briefing

To: Geneva City Council

From: David West, Director of Planning & Economic Development

Meeting Date: March 6, 2024

Item Title: Resolution Approving Paddlecraft Rental Vendor Solicitation and Contracting

Action Required: The approval of this resolution will approve the rental of space at the lakefront for a temporary paddlecraft rental vendor shed as a 3 year test program, and authorize the City Manager to draft and release an RFP, choose a vendor, and complete any necessary contracting.

Background Information: Seneca Lake is inaccessible to the vast majority of Geneva residents who do not own boats. Small kayaks, canoes, paddleboards, and rowboats are excellent and affordable ways to access the lake but options are currently extremely limited. The City currently allows, but does not require, the ice cream vendor at the lakefront to rent kayaks, the number of boats available has been very limited and has not induced the demand that a larger and more focused operation could bring. Staff have reviewed this contract and it does not guarantee an exclusive right to the kayak rental market.

In collaboration with the City Manager's office, the Recreation Department and the DPW, the Department of Planning & Economic Development proposes soliciting a vendor to rent small human powered boats at the lakefront near the visitor's center. Other communities have had great success inviting private companies to provide this service to the community at no cost to the taxpayers. The city cannot simply give away parkland so this proposal includes a bidding/proposal process ensuring that the winning vendor is providing value back to the community for their commercial use of City land. In keeping with the ethos of testing out proposed changes rather than jumping in with a big and expensive change that's difficult to reverse, City staff propose a 3-year test period. This is long enough for a vendor to justify the investment but short enough to be adjusted or reversed if the program is deemed untenable once it is tested. The City will solicit and evaluate proposals from prospective vendors. The Recreation Department and Department of Public Works will collaborate in reviewing the proposals including the location, size, scope, and operations of different vendor proposals. Vendors will be required to propose a fee for the use of City land and any proposed

improvements would be required to be easily reversible at the end of the 3-year test. This vendor contract could also be expanded to include rental of bicycles if deemed reasonable by Rec. and DPW.

Alternatives: Council may elect to not support this project which would maintain the status quo of limiting access to the water to those who own a boat.

Financial Impact: This proposal is revenue neutral or positive. Incidental amounts of City staff time will be required for producing and reviewing RFP and proposals as well and contracting – this falls within existing duties and budgets. Vendor will pay a fee to the City of Geneva for use of City land.

RESOLUTION # 17 – 2024

**RESOLUTION AUTHORIZING CITY MANAGER TO CREATE AND IMPLEMENT PADDLECRAFT
RENTAL VENDOR TEST PROGRAM AT THE SENECA LAKEFRONT**

WHEREAS, the City of Geneva wishes to improve affordable access to Seneca Lake by kayak, canoe, and paddleboard (together referred to as paddlecraft); and

WHEREAS, City funds for subsidizing such access for people who do not own paddlecraft is extremely limited, and

WHEREAS, private vendors are ready and willing to provide this desired amenity at a reasonable fee, now

THEREFORE, BE IT RESOLVED, that this City Council hereby approves the creation of a paddlecraft rental vendor test program as described in the attached briefing. The City Manager, and any staff she designates, is hereby authorized to draft and release an RFP, choose a vendor, and complete any necessary contracting to carry out the proposed program for the benefit of the City of Geneva community.

RESOLUTION # 18 – 2024

RESOLUTION APPROVING THE SALE OF CITY-OWNED REAL PROPERTY

WHEREAS, The City Council may declare, by resolution, its intention to dispose of City-owned real property if it finds the property is no longer needed for the purpose acquired and that said property or title thereto is not needed for any other public purpose of the City; and

WHEREAS, City Council authorizes the City Administration in consultation with the City Attorney to sell the property utilizing the established disposition of City property procedure; and

WHEREAS, any offer for the purchase of City-owned real property shall be accepted or declined by resolution of the City Council; and

WHEREAS the properties are all sold “as is” and without any representations or warranties of any kind.

NOW, THEREFORE BE IT RESOLVED, that the Geneva City Council hereby approves the 2023 list of city-owned real property for sale.

Geneva City Council Agenda Item Briefing

To: Geneva City Council

From: Stefanie Newcomb, Comptroller

Meeting Date: March 6, 2024

Item Title: RESOLUTION AMENDING THE 2024 GENERAL FUND POLICE BUDGET FOR
FIREARM AND UNIFORM CONTRACT INCREASES

Action Required:

An affirmative vote by a majority of City Council is required to approve the general fund budget for the additional expenses related to two (2) contract increases with Axon for body worn cameras and tasers.

Background:

The City of Geneva Police Department has two existing contracts with Axon due for renewal in 2024. The final negotiated contracts with Axon require additional funding not currently reflected in the approved 2024 Budget.

Alternatives:

Direct the Police Department and Comptroller to find alternative potential cost savings measures within the approved 2024 budget document.

Financial Impact:

Reduce General Fund balance by \$47,750

Comptroller's Office
City Hall
47 Castle St., Geneva, New York, 14456
www.cityofgenevany.com

RESOLUTION # 19 – 2024

**RESOLUTION AMENDING THE 2024 GENERAL FUND BUDGET FOR RATIFIED CONTRACT
CHANGES**

WHEREAS, the City of Geneva Police Department had two (2) Axon contracts due for renewal in 2024;
and

WHEREAS, the approved 2024 Budget document does not reflect the final contractual obligations and
additional funds are needed to cover anticipated expenses.

NOW THEREFORE BE IT RESOLVED that the Geneva City Council hereby and in due form does amend
the 2024 General Fund budget as follows:

Revenues:

Add

Appropriation from General Fund Balance \$47,750

Expenses:

Add

Firearm line 3120.4058- \$13,000

Uniform Cost – 3120.4073 – \$34,750

Geneva City Council Agenda Item Briefing

To: Geneva City Council

From: Stefanie Newcomb, Comptroller

Meeting Date: March 6, 2024

Item Title: RESOLUTION CORRECTING THE POLICE BUDGET ADVISORY BOARD BYLAWS

Action Required:

An affirmative vote by a majority of City Council is required to approve the amendments to these bylaws.

Background:

The City of Geneva established a Police Budget Advisory Board in 2020. When the bylaws were later put forward the name of the board was incorrect numerous times throughout. This error was recently noticed and has been amended to reflect the correct name of the board.

Financial Impact:

None.

RESOLUTION # 20 – 2024

RESOLUTION CORRECTING THE POLICE BUDGET ADVISORY BOARD BYLAWS

WHEREAS, the police budget advisory board bylaws were presented and adopted by City Council on October 7, 2020; and

WHEREAS, the Police Budget Advisory Board bylaws adopted by the City Council incorrectly referred to the name of the board as the Police Budget Review Board; and

WHEREAS, the City Council intends to amend the bylaws to state the name of the board as the “Police Budget Advisory Board”.

NOW THEREFORE BE IT RESOLVED that the Geneva City Council does hereby amend said bylaws, effective immediately, to state throughout, that the name of the board is the “Police Budget Advisory Board”.

Geneva City Council Agenda Item Briefing

To: Geneva City Council

From: Steve Valentino, Mayor

Meeting Date: March 6, 2024

Item Title: RESOLUTION CALLING FOR AN INCREASE IN AIM FUNDING

Action Required: If approved by council, council will adopt the attached resolution calling for the Governor, Senate, and Assembly increase AIM funding in the 2024- 2025 New York State Budget.

Background: The Aid and Incentives for Municipalities (AIM) program plays a critical role in funding essential municipal services for cities and villages across New York State, like our own City of Geneva. The State has not increased AIM funding in 15 years and according to the Bureau of Labor Statistics, inflation has increased by nearly 45% during that same period. Without an increase in AIM funding our municipal tax burden has continued to rise which leads to harmful disinvestment in essential municipal services and staff. This resolution calls on State leaders to and increase AIM funding in the 2024-25 adopted State Budget.

Alternatives:

Financial Impact:

No impact for the sending of the resolution. If State Policy Makers were to increase AIM funding it would greatly impact the City.

RESOLUTION # 21 – 2024

RESOLUTION CALLING FOR AN INCREASE IN AIM FUNDING

Whereas, the Aid and Incentives for Municipalities (AIM) program plays a critical role in funding essential municipal services for cities and villages across New York State; and

Whereas, city and village officials share the same priorities as our state leaders which is to make New York safer and more affordable; and

Whereas, New York's local governments, who are on the frontlines of controlling property tax affordability and ensuring public safety, are integral to achieving those goals; and

Whereas, the State has not increased AIM funding in 15 years and according to the Bureau of Labor Statistics, inflation has increased by nearly 45% during that same period; and

Whereas, this neglect from the State has led to rising municipal tax burdens and harmful disinvestment in essential municipal services and staff; and

Whereas, the property tax cap further limits the ability of local governments to properly fund the services their residents need; and

Whereas, the challenges of rising inflation, the increasing costs of labor and supplies, and the end of extraordinary federal aid, only accentuate the need for an increase in AIM funding; and

Whereas, the Governor's 2024-25 Executive Budget proposes to keep AIM funding flat; and

Whereas, an increase in AIM funding would reduce the local tax burden and help revitalize communities across New York;

Now, therefore, be it resolved that the City of Geneva, Geneva City Council urges Governor Hochul to work with the leaders of the Senate and Assembly and increase AIM funding in the 2024-25 adopted State Budget.

A copy of this resolution shall be sent to Governor Kathy Hochul, Senate Majority Leader Andrea Stewart-Cousins, Assembly Speaker Carl Heastie, Senator Helming, Assemblymember Gallahan and the New York State Conference of Mayors.

Mayor Steven Valentino

CITY HALL- 47 CASTLE STREET- GENEVA, NEW YORK 14456
(315) 789-2603 - FAX (315) 789-0604 - ahendrix@geneva.ny.us - www.cityofgenevany.com

Geneva City Council
Agenda Item Briefing

To: Geneva City Council

From: Amie Hendrix, City Manager

Meeting Date: March 6, 2024

Item Title: Resolution Adopting Fees for Short Term Rental License

Action Required: The approval of this resolution will enact the fees for Short Term Rental License into the annual fee schedule.

Background Information: Chapters 350 and 215 of the Geneva City Code were modified in October 2023. As part of this update a fee of \$1,000 per property/per year was recommended by council for each license issued, issued every other year. As this occurred mid-budget this fee was not reflected in the final 2024 fee schedule. This updates the 2024 fee schedule.

Alternatives: Council may elect to amend or remove the fee amount. This would mean that there would be no fee collected at this time, although it would not change the requirement for the STR permitting and licensing process.

Financial Impact: There are approximately 130 separate STR properties that would be expected to pay this fee. The impact will be \$130,000 annually. Host revenue on these properties from January - December 2023 is \$2,263,229.

Office of the City Manager

Amie M. Hendrix

CITY HALL- 47 CASTLE STREET- GENEVA, NEW YORK 14456

(315) 789-2603 - FAX (315) 789-0604 - ahendrix@geneva.ny.us - www.cityofgenevany.com

RESOLUTION # 22 – 2024

RESOLUTION ADOPTING LICENSE FEE FOR SHORT TERM RENTAL LICENSE

WHEREAS, the 2024 budget was presented and adopted by City Council in October 2023, and

WHEREAS, An Ordinance Amending Chapter 350 and Chapter 215 of the Geneva City Code was adopted in October 2023 which enacted Short Term Rental License and Short Term Rental as a use allowed by Special Use Permit, and

WHEREAS, the fee schedule presented within the 2024 Budget did not include the fee for Short Term Rental License as determined by Council, now

THEREFORE, BE IT RESOLVED, that this City Council hereby approves the addition of the Short Term Rental License Fee of \$1,000 per property/per year to be issued on an every other year basis.

**Geneva City Council
Agenda Item Briefing**

To: Geneva City Council

From: Amie Hendrix, City Manager

Meeting Date: March 6, 2024

Item Title: RESOLUTION AMENDING THE 2024 GENERAL FUND BUDGET FOR ADDITIONAL EXPENSES FOR THE SOLAR ECLIPSE

Action Required: An affirmative vote by a majority of City Council is required to approve the general fund budget for additional anticipated expenses related to the 2024 Solar Eclipse Preparation

Background Information: As part of the 2024 budget process council authorized the City Manager to expend funds of up to \$10,000 to protect public health and safety in anticipation of a large influx of people to the City to view the 2024 Solar Eclipse. This influx is estimated to at least be that of double the population of the City of Geneva for the viewing.

The current estimated expenses:

- Sanitation & Refuge Expenses (outdoor restrooms, roll-offs, etc.): \$9,500
- Traffic Signage (construction traffic message board rentals): \$6,000
- Alternative Transportation to Reduce Congestion in Downtown: \$2,000
 - This will be in coordination with the BID to reduce costs

This request authorizes the City Manager to expend up to an additional \$10,000 for materials related to the Solar Eclipse Event.

Alternatives: Direct the City Manager and Comptroller to find alternative cost savings measures or reduce expenses the City will incur for this event.

Financial Impact: Reduce General Fund Balance of up to \$10,000

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RESOLUTION # 23 – 2024

**RESOLUTION AMENDING THE 2024 GENERAL FUND BUDGET FOR ADDITIONAL EXPENSES FOR
THE SOLAR ECLIPSE**

WHEREAS, the City of Geneva is expected to host over 20,000 visitors on April 8, 2024 as the City experiences the 2024 Total Eclipse, and

WHEREAS, City Staff have been working with local, state, and federal partners to ensure that we are prepared to support the health and safety of our residents and visitors, and

WHEREAS, the 2024 adopted budget included up to \$10,000 to support expenses related to preparedness for the Solar Eclipse, and

WHEREAS, staff have reviewed impacts on similar cities who experienced the event in 2017 and in preparation have found that to fully prepare additional resources may be, **now**

THEREFORE, BE IT RESOLVED, that this City Council hereby does amend the 2024 General Fund Budget as follows:

REVENUES:

Add appropriation from the General Fund Balance	\$10,000
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EXPENSES:

Add to Solar Eclipse funding line 1230.4046	\$10,000
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**Geneva City Council
Agenda Item Briefing**

To: Geneva City Council

From: Amie Hendrix, City Manager

Meeting Date: March 6, 2024

Item Title: RATIFYING LABOR AGREEMENT WITH CSEA CITY OF GENEVA MUNICIPAL EMPLOYEES' UNIT--
#7852-00 (MEU)

Action Required: All labor agreements require ratification by a majority vote of City Council.

Background Information: The collective bargaining teams for the City of Geneva and Geneva Municipal Employees Unit--#7852-00 have concluded negotiations for a successor collective bargaining agreement covering the period of January 1, 2024 through December 31, 2026 for the Municipal Employees unit within the City of Geneva. When fully staffed this unit provides representation to 15 members serving in a variety of roles throughout City departments such as Code Enforcement Officers, Administrative Staff, Recreation Supervisor, and more.

The current agreement was reviewed at length with recommendations for additional language clarity, contract clean-up, and aligning current practices with the contract agreement. Changes were made to health insurance providers and benefits to provide additional health insurance benefits to MEU including full coverage of health insurance for single employees. A focus was made to streamline employee pay and benefit structure throughout the unit, removing multiple tiers between employees serving in the same roles. This unit also worked to formalize the various leave types provided to the employees and changed increased vacation leave.

A vote of membership was held on February 22, 2024 which supports the ratification of this contract.

Alternatives: Council may elect to amend the staff tentative agreement. This would require further negotiations with the unit, which may result in the unit choosing to declare an impasse and go to mediation.

Financial Impact: The City team negotiated with the intent of not increasing the total compensation package above the direction provided by council for a three-year contract while in conjunction with unit priorities.

Salary increases over the three-year period beginning on January 1, 2024 and are a 2.75% increase for each year of the contract. A one-time payout for the retroactive salary increase (from January 1, 2024 through ratification) will be paid within the month following the ratification of the contract. Changes in health insurance benefits will begin the first full pay period in the month following contract ratification.

Longevity stipends were increased to support our retention efforts.

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RESOLUTION # 24 – 2024

RATIFYING LABOR AGREEMENT WITH CITY OF GENEVA MUNICIPAL EMPLOYEES UNIT- CSEA- #7852-00 (MEU)

WHEREAS, the collective bargaining teams for the City of Geneva and City of Geneva Municipal Employees Unit- CSEA-#7852-00 have concluded negotiations for a successor collective bargaining agreement covering the period of January 1, 2024 through December 31, 2026 for MEU, and

WHEREAS, the City Manager is now recommending that the City Council adopt a three (3) year contract with the City of Geneva Municipal Employees Unit- CSEA-#7852-00, the following are the areas of proposed modifications:

- Article 1 – Recognition
- Article 2 – Salary
- Article 3 – Longevity
- Article 4 – Retirement
- Article 6 – Health Insurance
- Article 7 – Vacation
- Article 8 – Holidays
- Article 9 – Sick Leave
- Article 10 – Personal Leave
- Article 13 – Funeral Leave
- Article 14 – Grievance Procedures
- Article 17 – City Affairs/Management Rights
- Article 18 – Working Hours
- Article 21 – Time Schedule for Negotiations
- Article 22 – Transportation Reimbursement
- Article 25 – Seniority, Layoff, Recall
- Article 28 – Drug Policy
- Additional Items – Clothing Allowance for Code Enforcement Officer and Language Clean Up

NOW, THEREFORE, BE IT RESOLVED, that this City Council hereby ratifies said agreement and authorizes the expenditure of the necessary funds therefor; and be it further

RESOLVED, that the City Manager be and hereby is authorized to execute said agreement on behalf of the City of Geneva.