

**CITY OF GENEVA
INDUSTRIAL DEVELOPMENT AGENCY**

NEW YORK

**COMMUNICATING INTERNAL CONTROL
RELATED MATTERS IDENTIFIED IN AN AUDIT**

For Year Ended September 30, 2023





BUSINESS
ADVISORS
AND CPAS

February 8, 2024

To the Board of Directors
City of Geneva
Industrial Development Agency
New York

In planning and performing our audit of the financial statements of the City of Geneva Industrial Development Agency, New York as of and for the year ended September 30, 2023, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, we considered the Agency's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. We did not identify any deficiencies in internal control that we consider to be material weaknesses. However, as discussed below, we identified certain matters involving internal control and other operational matters that presented for your consideration. This letter does not affect our report dated February 8, 2024 on the financial statements of the City of Geneva Industrial Development Agency, New York. We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies. Our comments are summarized as follows:

Prior Year Deficiencies in Internal Control Pending Corrective Action:

Accounting Records –

During the audit it was discovered that audit adjustments were needed to record capital assets and long-term liabilities, and to adjust beginning equity and current year activity related to the Enterprise Development Center. Additionally, we were unable to obtain and examine documentation to support capital asset balances reported at year end.

We recommend that the entity develop a detailed listing of real property, capital improvements, and equipment owned, along with corresponding depreciation schedules in order to meet GAAP requirements. Additionally, a process should be implemented to ensure that balances carrying over in the EDC system agree with final balances from the previous period.

Annual Report Submission –

The IDA must submit a copy of the annual report, independent audit report, a management letter, and any other external examination of the books and accounts of the Agency within 90 days after its fiscal year end. This did not occur for the year ended September 30, 2023.

We recommend the IDA ensure the audit report is issued, and filing submissions be completed in a timely manner for the next fiscal year.

Prior Year Recommendations:

The prior year recommendations have been noted above.

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We believe that the implementation of these recommendations will provide the City of Geneva Industrial Development Agency with a stronger system of internal control while also making its operations more efficient. We will be happy to discuss the details of these recommendations with you at your convenience.

This communication is intended solely for the information and use of management, the Board, others within the organization and is not intended to be, and should not be, used by anyone other than these specified parties.

We wish to express our appreciation to all staff for the courtesies extended to us during the course of our examination.

Mangel, Metzger, Barr & Co. LLP

Rochester, New York
February 8, 2024