



**2025**

**PROPOSED**

**MUNICIPAL,**

**WATER, AND**

**SEWER**

**BUDGETS**



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47 CASTLE STREET GENEVA NY



## Mission

The City of Geneva provides efficient and responsible local government services allowing everyone to enjoy the benefits of living and working in our uniquely urban city.

## Vision

We envision the City of Geneva as a place that is:

- **Beautiful:** By leveraging our historic assets and natural resources to create a vibrant, welcoming, and attractive city center.
- **Prosperous:** By supporting businesses, educational resources, and workforce development initiatives in a manner that fosters opportunity for all.
- **Connected:** By ensuring our downtown, waterfront, and neighborhoods are seamlessly integrated, support multimodal users and provides a safe, walkable, and pedestrian friendly core.
- **Equitable:** By providing a range of services and amenities available to all community members and visitors, regardless of age, race, and income.
- **Sustainable:** By serving as stewards of our natural and historic resources in a manner that balances preservation, long-term growth, and community development.

## Core Values

As residents, city staff and appointed & elected officials of the City of Geneva, our decisions and actions will be guided by these Core Values:

- Safety
- Innovation
- Caring & Respect
- Integrity & Honor
- Service & Stewardship



## City of Geneva, New York 2025 Community Investment Plan City Manager's Budget Message

*"Alone, we can do so little; together, we can do so much" – Helen Keller*

September 16, 2024

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

It is my honor to present to you the 2025 Budget for the City of Geneva. I carry many responsibilities as a City Manager but none, perhaps, as important as ensuring that money entrusted to us by taxpayers is spent wisely, strategically, and in response to community needs.

During times of abundance, the budgeting process provides an opportunity to further many of Geneva's key priorities. Conversely, in periods of economic constraints, it allows for careful reflection and decision-making regarding investments, while upholding the essential services that the Geneva community relies on from its local government. This budget reflects a balanced and responsive strategy towards community priorities, all while ensuring continued investment in our fundamental services.

We continue to operate in a constrained fiscal environment. Our 2025 Recommended Budget seeks to honor our existing commitments, achieve important and clearly defined outcomes across departments, as we continue our course for long-term financial success.

### **The numbers**

The total 2025 Recommended Operating Budget invests just over \$22 million in City operations. The tax rate has decreased to \$13.97 per \$1000. A decrease of 19%, which for the homeowner of a median family home reflects a budget savings of \$17 from 2024. The total operating budget represents a modest increase over the 2024 Approved Operating Budget.

The total 2025 Recommended Capital Budget is \$11.9 million across all funds. This represents a commitment to continuing to maintain and support our capital. The total Four-Year Capital Improvement Program is \$36 million in planned spending supporting nearly 40 capital projects across the five years.

The total 2025 Sewer Fund Budget is \$5,534,798. This represents a 5.1% spending increase from 2024. The rate for users will grow by 2.5%.

The total 2025 Water Fund Budget is \$3,316,999. This represents a 6.7% spending decrease from 2024. Despite the spending decrease. Due to decreased demand in water usage and growing costs, our rates will increase 1.5% in 2025.

### **Sustaining our City**

This budget reflects the importance of taking care of what we have and ensuring that any new infrastructure and facilities will meet the needs we anticipate in our rapidly evolving future. We have weathered many storms in the past few years and creating a community based on resiliency is at the heart of our spending for 2025. The proposed budget outlines substantial one-time expenditures aimed at addressing some of the City's most pressing needs. Key components include:

- Maintenance across various city facilities and infrastructure: This allocation will fund storm mitigation measures as we assess our numerous systems. It encompasses the continuation of street resurfacing, updates to boilers within City buildings, roof repairs on several structures, as well as repairs and enhancements to our parks and playgrounds. These are just a few examples of the significant capital investments incorporated within the budget.
- Assessment of current public works facilities: We aim to evaluate our spatial requirements and consider the future of our facilities, particularly considering potential changes in our rental agreements stemming from the Geneva Economic Development Center study being conducted by the Industrial Development Agency (IDA).
- Implementation of a fleet management plan: This strategy will address the replacement of aging fleet vehicles, an endeavor that incurs rising costs each year. This strategy looks to not only replace our aging cars but to ensure that we are making data informed decisions regarding the replacement of our vehicles.

The ability to achieve our city goals, however, does not come without trade-offs. Simply put, the City of Geneva is facing challenges.

- A continued high property tax rate. While our homes have increased in value allowing our tax rate to decrease, the tax rate continues to be slightly higher than our neighboring jurisdictions. Our city offers many great resources and balancing this resource with the impact on our taxpayers continue to be a challenge.
- Residential sales have continued but at a slower, more normal pace following a pandemic-fueled acceleration.
- Revenue growth from sales tax is slowing slightly following the accelerated pace of the pandemic rebound.
- The costs associated with goods, materials, and services are on the rise, in some instances significantly.

### **Constraints require choices**

Within the budget we have projected increased revenues along with increased expenses. The 2025 Budget remains one of growth, however our forward progression it is not without constraints.

We continue to be blessed with a workforce and community who continually generates creative enticing ideas to make our local government even better, however we do not have the resources for many of these new initiatives.

We will continue to explore additional revenues to expand our services, however service expansion is not part of the 2025 budget. While we continued to move towards investing our liquid assets through new funding mechanisms, writing and maintaining more grant resources, and leveraging our partnerships to seek support from our state and federal partners, these revenue streams will not be fully realized in 2025 and there is more work to be done.

### **The framework**

We are progressing towards a budgeting framework centered on resilience, as we work towards outcome-based budgeting. In the pages that follow, you will discover key metrics that highlight the volume of work items our departments accomplish each year. These metrics and the associated reporting will expand as we shift our focus from quantity to the impact of our investments in the City. Alongside the key metrics, departments have provided updates on their 2024 work activities. The commitments made in 2024 will lay the groundwork for our foundational actions in 2025.

## **Funding our employees**

There are fewer recruitment challenges this year than during the labor shortage of the previous year. The City continues to position itself as an employer of choice by revamping our hiring practices and working to build a new organizational culture.

Within the City we are fortunate to have an extremely talented group of professionals who serve with dignity and respect. Our employees are the key to our positive performance and this budget invests in retaining and training our team members.

The proposed budget increases the total number of full-time equivalents by 1.5. These employees include a .5 full-time equivalent for Information Technology Services and 1 full-time equivalent for the Department of Public Works.

With six collective bargaining units with expired or expiring agreements in 2024 and 2025, there is an uncertainty of our labor costs built within this budget. In 2024, we settled two of the four agreements that expired on December 31, 2023. We are also currently negotiating two additional agreements that expire in December 31, 2024. With these agreements comes additional spending to maintain our workforce.

## **Continuing to move ahead**

*“If you don’t choose to do it in leadership time up front, you do it in crisis management time down the road.”*

— Stephen Covey, Author

I have had the privilege of building upon a foundation established by the many leaders who have preceded me in our city's rich history. Each leader has confronted numerous challenges and opportunities, shaping the organization in significant ways. They have all been compelled to make difficult decisions to navigate potential pitfalls while collaborating with our council, staff, and community to progress collectively. This budget continues to advance that foundational work, emphasizing prudent spending and strategic investments. It focuses on stabilizing revenues and ensuring that our tax rate is fair and supportive of our unique community without imposing excessive burdens on our residents.

## **Concluding remarks**

The budget process encapsulates a blend of frustration, pride, challenges, and opportunities. This document articulates the priorities and values of our City, extending beyond mere words on a page. It illustrates how each community member contributes to the enhancement of our streets, public safety, parks, playgrounds, and more, thereby creating a beautiful and prosperous community. This budget serves as an opportunity to address the complexities inherent in community living, transforming them into a coherent investment plan.

Thank you for once again placing your trust in me to realize our shared vision.

Regards,

*Annie M. Hendrix*

City Manager



# City of Geneva

## 2025 Proposed Budget

## Mayor

## Steve Valentino

## Councilors At-Large

John Brennan

Ahmad Whitfield

## Ward Councilors

## Christopher Lavin, First Ward

## William Pealer, Second Ward

## Patrick Grimaldi, Third Ward

## Peter Gillotte, Fourth Ward

## James Petropoulos, Fifth Ward

## Thomas Moracco, Sixth Ward

## Amie Hendrix

## City Manager

## Stefanie Newcomb

## City Comptroller

Kelly Doeblin

## Deputy Comptroller



# City of Geneva

## 2025 Proposed Budget

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## Budget Overview

2024 Taxable Assessed Value:	\$727,568,168
2025 Proposed Tax Levy:	\$10,160,898
2025 Proposed Tax Rate:	\$13.97
Property Tax on Median Value Home for City of Geneva:	\$2,010
2025 Impact for Median Value Home:	\$17 Decrease
2025 Cost Per Resident:	\$802

### General Fund

19% Rate Decrease in 2025

Spending Level: \$22,300,361

\$2,797,132 or 14.3% spending increase from 2024

Fund Balance as of 1/1/2024: \$4,269,980 (19.1%)

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

### Sewer Fund

2.5% Rate Increase in 2025

Spending Level: \$5,534,798

Change from 2024: \$271,361 or 5.1% spending increase from 2024

Fund Balance as of 1/1/2024: \$1,603,000 (29%)

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

### Water Fund

1.5% Rate Increase in 2025

Spending Level: \$3,316,999

Change from 2024: \$220,600 or 6.7% spending decrease from 2024

Fund Balance as of 1/1/2024: \$1,201,565 (36.2%)

- 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 budget.

**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:** \$143,900

**2022 City of Geneva Population:** 12,670



**For Every Dollar Spent –**

**\$0.22 For Public Safety**

**\$0.13 for Police**

**\$0.08 for Fire**

**\$0.31 for Department of Public Works**

**\$0.18 for Debt**

**\$0.20 for Administration Services**

**\$0.04 for Retiree Health Insurance**

**\$0.03 for Recreation and Community Services**

**\$0.03 for Utilities and Insurance**

\*Total Budget includes General, Water and Sewer

City Property Taxes for Median Home (\$143,900): \$2,010

Proposed Residential Water Bill Rate increase by 1.5% in 2025 and Sewer Bill  
Rate increase by 2.5% in 2025

## City of Geneva NY – General Fund Summary

<b><u>Expenditures</u></b>	<b>Unaudited</b>		
	<b>2023</b>	<b>2024</b>	<b>2025</b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
Salaries & Wages	\$ 8,045,393	\$ 8,655,862	\$ 9,130,600
Equipment	761,073	708,500	1,101,375
Contractual Services	3,819,944	3,411,144	4,859,567
Employee Benefits	4,049,413	4,100,466	4,846,758
Debt Service	2,585,224	2,646,257	2,262,061
<b>Total Expenditures:</b>	<b><u>\$19,261,047</u></b>	<b><u>\$19,522,229</u></b>	<b><u>\$22,200,361</u></b>
<b>Net Operating Gain / Loss to Fund Balance</b>	<b><u>\$366,630</u></b>	<b><u>(19,000)</u></b>	<b><u>100,000</u></b>

## City of Geneva NY – General Fund Summary

<b><u>REVENUES</u></b>	<b>Unaudited</b>		
	<b>2023</b>	<b>2024</b>	<b>2025</b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
Real Property and Tax Items	\$ 9,862,999	\$ 10,028,593	\$ 11,793,303
Non-Property Taxes	5,392,921	4,642,000	5,370,000
General Government	17,869	16,000	14,500
Public Safety	129,137	140,675	118,447
Health	2,403	2,000	2,000
Transportation	12,883	20,500	18,000
Culture and Recreation	324,550	340,750	354,000
Home and Community Services	111,050	105,000	105,000
Public Safety - Other Governments	265,067	255,000	351,000
Use of Money and Property	85,725	40,000	404,795
Licenses and Permits	49,017	74,000	94,500
Fines & Forfeitures	42,809	46,000	32,500
Sales of Property and Compensation for Loss	72,291	126,000	11,000
Miscellaneous	98,719	158,600	146,703
State and Federal Aid	2,783,483	2,715,113	2,560,113
Interfund Transfers	376,755	792,998	924,500
<b>Total Revenues:</b>	<b>\$19,627,678</b>	<b>\$19,503,229</b>	<b>\$22,300,361</b>

## City of Geneva NY – General Fund Revenues

<b>REVENUES</b>	<b>Unaudited</b>			<b>2025</b>
	<b>2023</b>	<b>2024</b>		
	<b>Actual</b>	<b>Budget</b>		
<b>Real Property and Tax Items:</b>				
A-1001 Real Property Tax	\$ 8,435,098	\$ 8,428,873	\$ 10,160,898	
A-1030 Special Assessments	275,035	275,035	279,500	
A-1051 Gain on Sale of Tax Acquired Property	89,767	150,000	175,000	
A-1081 PILOTS	878,288	969,685	997,905	
A-1090 Interest & Penalties on Real Property Taxes	168,453	175,000	165,000	
A-1091 Interest & Penalties on Special Assessments	16,357	30,000	15,000	
	<b>\$ 9,862,999</b>	<b>\$ 10,028,593</b>	<b>\$ 11,793,303</b>	
<b>Non-Property Taxes:</b>				
A-1110 Sales & Use Tax	\$ 4,884,552	\$ 4,182,000	\$ 4,900,000	
A-1113 Tax on Hotel Room Occupancy	306,671	250,000	275,000	
A-1130 Utilities Gross Receipts Tax	123,790	120,000	120,000	
A-1170 Franchises	77,909	90,000	75,000	
	<b>\$ 5,392,921</b>	<b>\$ 4,642,000</b>	<b>\$ 5,370,000</b>	
<b>General Government:</b>				
A-1235 Charges for Tax Advertising & Redemption	\$ 15,466	\$ 14,000	\$ 12,500	
A-1255 Clerk Fees ( <i>Marriage certificates</i> )	2,403	2,000	2,000	
	<b>\$ 17,869</b>	<b>\$ 16,000</b>	<b>\$ 14,500</b>	
<b>Public Safety:</b>				
A-1520 Police Fees ( <i>Parking tickets, Police reports</i> )	\$ 6,000	\$ 10,000	\$ 6,897	
A-1560 Safety Inspection Fees	2,875	3,500	2,800	
A-1589 Other Public Safety Departmental Income	120,262	127,175	108,750	
	<b>\$129,137</b>	<b>\$ 140,675</b>	<b>\$ 118,447</b>	
<b>Health:</b>				
A-1603 Vital Statistics Fees ( <i>Birth, Death certificates</i> )	\$ 2,403	\$ 2,000	\$ 2,000	
<b>Transportation</b>				
A-1710 Public Works Charges	\$ 12,883	\$ 20,500	\$ 18,000	
<b>Culture and Recreation</b>				
A-1980 Public Market Charges	\$ 17,349	\$ 11,500	\$ 9,500	
A-2001 Parks and Recreation Charges	22,720	45,000	30,000	
A-2012 Recreation Concessions	31,709	30,000	30,000	
A-2025 Special Recreational Facility Charges	280,712	240,000	275,000	
A-2777 Other Culture & Recreation Income	9,922	14,250	9,500	
	<b>\$324,550</b>	<b>\$ 340,750</b>	<b>\$ 354,000</b>	
<b>Home and Community Services</b>				
A-2190 Sale of Cemetery Lots	\$ 111,050	\$ 105,000	\$ 105,000	

		Unaudited		
		2023 <u>Actual</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Public Safety - Other Governments</b>				
A-2210	Shared Services, Other Governments	149,685	145,000	171,000
A-2260	Public Safety Services, Other Governments	115,382	110,000	180,000
		<b>\$265,067</b>	<b>\$ 255,000</b>	<b>\$ 351,000</b>
<b>Use of Money and Property</b>				
A-2401	Interest and Earnings	64,525	15,000	382,795
A-2410	Rental of Real Property	21,200	25,000	22,000
		<b>\$85,725</b>	<b>\$ 40,000</b>	<b>\$ 404,795</b>
<b>Licenses and Permits</b>				
A-2501	Business Licenses	\$ 8,300	\$ 10,000	\$ 20,000
A-2540	BINGO Licenses	624	1,000	1,500
A-2544	Dog Licenses	18,090	18,000	18,000
A-2555	Building & Alteration Permits	22,002	45,000	55,000
		<b>\$49,017</b>	<b>\$ 74,000</b>	<b>\$ 94,500</b>
<b>Fines &amp; Forfeitures</b>				
A-2610	Fines and Forfeited Bail	26,461	40,000	20,000
A-2615	Stop DWI Fines	11,150	1,000	10,000
A-2626	Forfeiture of Crime Proceeds, <b>Restricted</b>	5,198	5,000	2,500
		<b>\$42,809</b>	<b>\$ 46,000</b>	<b>\$ 32,500</b>
<b>Sales of Property and Compensation for Loss</b>				
A-2650	Sale of Scrap & Excess Material	3,233	1,000	1,000
A-2680	Insurance Recoveries	69,058	125,000	10,000
		<b>\$72,291</b>	<b>\$ 126,000</b>	<b>\$ 11,000</b>
<b>Miscellaneous</b>				
A-2770	Other Unclassified	<b>\$ 98,719</b>	<b>\$ 158,600</b>	<b>\$ 146,703</b>
<b>State &amp; Federal Aid</b>				
A-3001	State Aid - State Revenue Sharing	\$ 1,942,613	\$ 1,942,613	\$ 2,167,613
A-3005	State Aid - Mortgage Tax	142,387	125,000	130,000
A-3097	State Aid - Capital Projects	347,238	325,000	-
A-3389	State Aid, Other Public Safety	38,757	30,000	35,000
A-3589	State Aid - Other Transportation	87,517	87,500	87,500
A-3789	State Aid - Economic Assistance	129,388	175,000	130,000
A-4089	Federal Aid - Other	95,582	30,000	10,000
		<b>\$2,783,483</b>	<b>\$ 2,715,113</b>	<b>\$ 2,560,113</b>
<b>Interfund Transfers</b>				
A-5031	Interfund Transfers	<b>\$ 376,755</b>	<b>\$ 792,998</b>	<b>\$ 924,500</b>
<b>Total Revenues:</b>				
		<b>19,762,679</b>	<b>19,503,229</b>	<b>22,300,361</b>

## City of Geneva NY – General Fund Expenditures

	Unaudited				
	2023	2024	2025		
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>		
<b><u>Legislative (City Council) - 1010</u></b>					
A1010.1 Salaries & Wages	\$ 32,000	\$ 32,000	\$ 32,000		
A1010.2 Equipment					
A1010.4 Contractual Services	9,669	4,400	6,400		
A1010.8 Employee Benefits - FICA/Medicare	-	-			
Total Operating Expenditures	\$ 41,669	\$ 36,400	\$ 38,400		
<b><u>Mayor - 1210</u></b>					
A1210.1 Salaries & Wages	\$ 7,500	\$ 7,500	\$ 7,500		
A1210.2 Equipment	-	-			
A1210.4 Contractual Services	5,237	5,300	5,300		
A1210.8 Employee Benefits - FICA/Medicare					
Total Operating Expenditures	\$ 12,737	\$ 12,800	\$ 12,800		
<b><u>Municipal Executive (City Manager) - 1230</u></b>					
A1230.1 Salaries & Wages	\$ 196,501	\$ 246,050	\$ 245,796		
A1230.2 Equipment	-	-	-		
A1230.4 Contractual Services	9,056	33,650	25,650		
Total Operating Expenditures	\$ 205,557	\$ 279,700	\$ 271,446		
<b><u>Comptroller - 1315</u></b>					
A1315.1 Salaries & Wages	\$ 320,416	\$ 309,874	\$ 344,337		
A1315.2 Equipment	-	-	-		
A1315.4 Contractual Services	101,170	75,450	91,300		
Total Operating Expenditures	\$ 421,586	\$ 385,324	\$ 435,637		
<b><u>Assessor - 1355</u></b>					
A1315.1 Salaries & Wages	\$ 101,690	\$ 113,562	\$ 97,524		
A1315.2 Equipment	-	-	-		
A1315.4 Contractual Services	4,049	12,595	58,400		
Total Operating Expenditures	\$ 105,738	\$ 126,157	\$ 155,924		
<b><u>City Clerk - 1410</u></b>					
A1410.1 Salaries & Wages	\$ 167,064	\$ 140,540	\$ 146,998		
A1410.2 Equipment	-	-	-		
A1410.4 Contractual Services	19,458	13,400	13,450		
Total Operating Expenditures	\$ 186,522	\$ 153,940	\$ 160,448		
<b><u>Law - 1420</u></b>					
A1420.4 Contractual Services	\$ 193,366	\$ 150,000	\$ 198,000		

## City of Geneva NY – General Fund Expenditures

	<b>Unaudited</b>		
	<b>2023</b> <b>Actual</b>	<b>2024</b> <b>Budget</b>	<b>2025</b> <b>Budget</b>
<b>Personnel - 1430</b>			
A1420.1 Salaries & Wages	\$ 115,255	\$ 158,074	\$ 175,650
A1420.2 Equipment	-	-	-
A1420.4 Contractual Services	6,685	5,075	11,475
Total Operating Expenditures	<u>\$ 121,940</u>	<u>\$ 163,149</u>	<u>\$ 187,125</u>
<b>Central Data Processing (IT Services) - 1680</b>			
A1680.1 Salaries & Wages	\$ 158,980	\$ 160,186	\$ 233,464
A1680.2 Equipment	79,468	60,000	15,000
A1680.4 Contractual Services	270,208	251,750	323,000
Total Operating Expenditures	<u>\$ 508,656</u>	<u>\$ 471,936</u>	<u>\$ 571,464</u>
<b>Police - 3120</b>			
A3120.1 Salaries & Wages	\$ 3,205,989	\$ 3,451,010	\$ 3,719,791
A3120.2 Equipment	190,629	168,000	175,000
A3120.4 Contractual Services	227,281	201,000	203,850
Total Operating Expenditures	<u>\$ 3,623,898</u>	<u>\$ 3,820,010</u>	<u>\$ 4,098,641</u>
<b>Fire - 3410</b>			
A3410.1 Salaries & Wages	\$ 1,933,056	\$ 1,941,406	\$ 1,901,678
A3410.2 Equipment	251,929	342,400	340,200
A3410.4 Contractual Services	334,158	399,555	407,923
Total Operating Expenditures	<u>\$ 2,519,143</u>	<u>\$ 2,683,361</u>	<u>\$ 2,649,801</u>
<b>Engineer - 1440</b>			
A1440.1 Salaries & Wages	\$ 221,428	\$ 246,316	\$ 310,995
A1440.2 Equipment	-	-	-
A1440.4 Contractual Services	92,079	110,500	233,500
Total Operating Expenditures	<u>\$ 313,507</u>	<u>\$ 356,816</u>	<u>\$ 544,495</u>
<b>Highway - 5140</b>			
A5140.1 Salaries & Wages	\$ 436,274	\$ 537,472	\$ 485,703
A5140.2 Equipment	60,993	20,000	460,000
A5140.4 Contractual Services	753,024	670,500	560,750
Total Operating Expenditures	<u>\$ 1,250,291</u>	<u>\$ 1,227,972</u>	<u>\$ 1,506,453</u>
<b>Code Enforcement &amp; Development Services - 8664</b>			
A5140.1 Salaries & Wages	\$ 268,989	\$ 270,489	\$ 285,075
A5140.2 Equipment	-	-	-
A5140.4 Contractual Services	20,641	14,500	43,900
Total Operating Expenditures	<u>\$ 289,631</u>	<u>\$ 284,989</u>	<u>\$ 328,975</u>

## City of Geneva NY – General Fund Expenditures

### Unaudited

	2023 <u>Actual</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
<b>Recreation Administration - 7020</b>			
A7020.1 Salaries & Wages	\$ 120,357	\$ 122,707	\$ 133,773
A7020.2 Equipment	3,144	7,000	5,000
A7020.4 Contractual Services	34,309	40,550	39,275
Total Operating Expenditures	<u>\$ 157,811</u>	<u>\$ 170,257</u>	<u>\$ 178,048</u>
<b>Buildings &amp; Grounds/Parks - 7110</b>			
A7110.1 Salaries & Wages	\$ 538,653	\$ 619,629	\$ 635,447
A7110.2 Equipment	154,625	95,000	43,500
A7110.4 Contractual Services	319,007	385,400	1,419,700
Total Operating Expenditures	<u>\$ 1,012,285</u>	<u>\$ 1,100,029</u>	<u>\$ 2,098,647</u>
<b>Playgr &amp; Rec Centers - 7140</b>			
A7140.1 Salaries & Wages	\$ 17,500	\$ 25,000	\$ 27,562
A7140.2 Equipment	875	1,600	55,675
A7140.4 Contractual Services	5,124	5,225	8,775
Total Operating Expenditures	<u>\$ 23,499</u>	<u>\$ 31,825</u>	<u>\$ 92,012</u>
<b>Special Rec Facility (Arena) - 7180</b>			
A7180.1 Salaries & Wages	\$ 92,029	\$ 102,951	\$ 113,822
A7180.2 Equipment	19,409	14,500	7,000
A7180.4 Contractual Services	52,204	51,650	60,025
Total Operating Expenditures	<u>\$ 163,642</u>	<u>\$ 169,101</u>	<u>\$ 180,847</u>
<b>Planning and Economic Development - 8689</b>			
A8689.1 Salaries & Wages	\$ 111,712	\$ 171,096	\$ 233,485
A8689.2 Equipment	-	-	-
A8689.4 Contractual Services	227,382	59,400	55,000
Total Operating Expenditures	<u>\$ 339,094</u>	<u>\$ 230,496</u>	<u>\$ 288,485</u>
<b>Elections Board - 1450</b>			
A1450.4 Contractual Services	\$ 18,000	\$ 18,000	\$ 18,000
Total Operating Expenditures	<u>\$ 18,000</u>	<u>\$ 18,000</u>	<u>\$ 18,000</u>
<b>Central Garage (Gas &amp; Oil) - 1640</b>			
A1640.4 Contractual Services	\$ 80,430	\$ 80,000	\$ 86,400
Total Operating Expenditures	<u>\$ 80,430</u>	<u>\$ 80,000</u>	<u>\$ 86,400</u>
<b>Unallocated Insurance - 1910</b>			
A1910.4 Contractual Services	\$ 280,971	\$ 270,000	\$ 310,500
Total Operating Expenditures	<u>\$ 255,000</u>	<u>\$ 270,000</u>	<u>\$ 310,500</u>

## City of Geneva NY – General Fund Expenditures

### Unaudited

2023 <u>Actual</u>	2024 <u>Budget</u>	2025 <u>Budget</u>
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**Control of Animals - 3510**

A3510.4 Contractual Services	\$ 14,258	\$ 14,544	\$ 28,294
Total Operating Expenditures	\$ 14,258	\$ 14,544	\$ 28,294

**Street Lighting/Utilities - 5182**

A5182.4 Contractual Services	\$ 398,182	\$ 295,000	\$ 400,000
Total Operating Expenditures	\$ 245,000	\$ 295,000	\$ 400,000

**Other Economic Assistance - 6326**

A6326.4 Contractual Services	\$ 330,845	\$ 230,000	\$ 237,600
Total Operating Expenditures	\$ 330,845	\$ 230,000	\$ 237,600

**Historian - 7510 (Geneva Historical Society)**

A7510.4 Contractual Services	\$ 12,500	\$ 12,500	\$ 12,500
Total Operating Expenditures	\$ 12,500	\$ 12,500	\$ 12,500

**Human Rights - 8040 (Human Rights / Community Compact)**

A8040.4 Contractual Services	\$ 652	\$ 1,200	\$ 600
Total Operating Expenditures	\$ 652	\$ 1,200	\$ 600

**Employee Benefits**

A9010.8 Employee Benefits - State Retirement System	\$ 334,977	\$ 337,439	\$ 499,966
A9015.8 Employee Benefits - PFRS Retirement System	1,221,756	1,240,364	1,622,200
A9030.8 Employee Benefits - FICA/Medicare	609,512	651,233	686,727
A9060.8 Employee Benefits - Health Insurance ( <i>Employee</i> )	966,366	934,499	1,068,618
A9060.8 Employee Benefits - Health Insurance ( <i>Retiree</i> )	916,802	936,931	969,247
Total Operating Expenditures	\$ 4,049,413	\$ 4,100,466	\$ 4,846,758

**Debt**

A9710.6 Debt Principal - Serial Bonds	\$ 1,115,620	\$ 900,000	\$ 1,093,500
A9170.7 Debt Interest - Serial Bonds	207,995	182,404	265,319
A9730.6 Debt Principal - BANS	560,000	870,000	375,000
A9730.7 Debt Interest - BANS	410,282	402,526	236,915
A9785.6 Debt Principal - Installment Purchases	244,536	234,063	255,477
A9785.7 Debt Interest - Installment Purchases	46,791	57,264	35,850
Total Operating Expenditures	\$ 2,585,224	\$ 2,646,257	\$ 2,262,061

## City of Geneva NY – Water Fund Summary

<b><u>REVENUES</u></b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
Metered Water Sales	\$ 3,183,191	\$ 3,115,500	\$ 3,134,187
Water Service Charges	\$ 4,325	\$ 4,500	\$ 4,500
Interest & Penalties on Water Rents	\$ 114,529	\$ 90,000	\$ 90,000
Interest & Earnings	\$ 17,054	\$ 13,000	\$ 70,312
Unclassified Revenue	\$ 18,058	\$ 20,000	\$ 18,000
Appropriated Fund Balance	\$ -	\$ 182,000	\$ -
Appropriation from Equipment Reserve	\$ -	\$ 51,000	\$ -
<b>Total Revenues:</b>	<b>\$ 3,337,156</b>	<b>\$ 3,476,000</b>	<b>\$ 3,316,999</b>
<b><u>EXPENDITURES</u></b>			
Salaries & Wages	\$ 926,596	\$ 965,526	\$ 950,577
Equipment	\$ 68,391	\$ 47,500	\$ 5,500
Contractual Services	\$ 858,913	\$ 886,753	\$ 804,800
Employee Benefits	\$ 416,180	\$ 307,768	\$ 358,631
Debt Service	\$ 1,058,422	\$ 1,267,547	\$ 1,197,491
Transfer to General Fund	\$ 180,000	\$ -	\$ -
<b>Total Expenditures:</b>	<b>\$ 3,508,502</b>	<b>\$ 3,475,094</b>	<b>\$ 3,316,999</b>
Net Operating Gain / Loss to Fund Balance	<b>\$ (171,346)</b>	<b>\$ 906</b>	<b>\$ (0)</b>

## City of Geneva NY – Water Fund Revenue

<b><u>REVENUES</u></b>		<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
FX-2140	Metered Water Sales	\$ 3,183,191	\$ 3,115,500	\$ 3,134,187
FX-2144	Water Service Charges	\$ 4,325	\$ 4,500	\$ 4,500
FX-2148	Interest & Penalties on Water Rents	\$ 114,529	\$ 90,000	\$ 90,000
FX-2401	Interest & Earnings	\$ 17,054	\$ 13,000	\$ 70,312
FX-2770	Unclassified Revenue	\$ 18,058	\$ 20,000	\$ 18,000
FX-5031	Appropriated Fund Balance	\$ -	\$ 182,000	\$ -
FX-5032	Appropriation from Equipment Reserve	\$ -	\$ 51,000	\$ -
		<b>\$ 3,337,156</b>	<b>\$ 3,476,000</b>	<b>\$ 3,316,999</b>

## City of Geneva NY – Water Fund Expenditures

		<b>2023 <u>Actual</u></b>	<b>2024 <u>Budget</u></b>	<b>2025 <u>Budget</u></b>
<b><u>Water Admin (8310)</u></b>				
A1010.1	Salaries & Wages	\$ 542,289	\$ 564,233	\$ 551,945
A1010.2	Equipment	\$ 43,325	\$ 45,000	\$ 3,000
A1010.4	Contractual Services	\$ 316,083	\$ 310,200	\$ 317,000
A1010.8	Employee Benefits	\$ 241,384	\$ 178,505	\$ 208,006
	Total Operating Expenditures	<b>\$ 1,143,081</b>	<b>\$ 1,097,938</b>	<b>\$ 1,079,951</b>
<b><u>Source of Supply, Power &amp; Pump (8320)</u></b>				
A1210.1	Salaries & Wages	\$ 384,307	\$ 401,293	\$ 398,632
A1210.2	Equipment	\$ 25,067	\$ 2,500	\$ 2,500
A1210.4	Contractual Services	\$ 430,703	\$ 479,053	\$ 367,300
A1210.8	Employee Benefits	\$ 174,796	\$ 129,262	\$ 150,625
	Total Operating Expenditures	<b>\$ 1,014,872</b>	<b>\$ 1,012,108</b>	<b>\$ 919,057</b>
<b><u>Central Garage - 1640</u></b>				
A1640.4	Contractual Services	\$ 59,245	\$ 45,000	\$ 65,000
A1640.8	Employee Benefits	\$ -	\$ 45,000	\$ 65,000
	Total Operating Expenditures	<b>\$ 59,245</b>	<b>\$ 45,000</b>	<b>\$ 65,000</b>
<b><u>Unallocated Insurance - 1910</u></b>				
A1910.1	Salaries & Wages	\$ -		
A1910.2	Equipment	\$ -		
A1910.4	Contractual Services	\$ 52,882	\$ 52,500	\$ 55,500
A1910.8	Employee Benefits	\$ -		
	Total Operating Expenditures	<b>\$ 52,882</b>	<b>\$ 52,500</b>	<b>\$ 55,500</b>
<b><u>Debt</u></b>				
A9710.6	Debt Principal - Serial Bonds	\$ 686,775	\$ 712,490	\$ 721,310
A9170.7	Debt Interest - Serial Bonds	\$ 240,298	\$ 221,177	\$ 224,793
A9730.6	Debt Principal - BANS	\$ 55,000	\$ 190,000	\$ 145,000
A9730.7	Debt Interest - BANS	\$ 41,883	\$ 109,414	\$ 71,836
A9785.6	Debt Prin- Installment Purchases	\$ 28,930	\$ 27,691	\$ 30,224
A9785.7	Debt Int - Installment Purchases	\$ 5,536	\$ 6,775	\$ 4,328
	Total Operating Expenditures	<b>\$ 1,058,422</b>	<b>\$ 1,267,547</b>	<b>\$ 1,197,491</b>

## City of Geneva NY – Sewer Fund Summary

<b><u>REVENUES</u></b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
Sewer Rents	\$ 4,246,622	\$ 3,746,500	\$ 4,207,406
Sewer Service - Other Govt	\$ 1,096,748	\$ 786,068	\$ 1,005,000
Interest & Earnings	\$ 12,075	\$ 2,000	\$ 97,392
Permits, Other	\$ 126,959	\$ 150,000	\$ 125,000
Unclassified Revenue	\$ 98,096	\$ 80,000	\$ 100,000
Appropriated Fund Balance	\$ -	\$ 341,000	\$ -
Appropriation from Equipment Reserve	\$ -	\$ 150,000	\$ -
<b>Total Revenues:</b>	<b>\$ 5,580,500</b>	<b>\$ 5,255,568</b>	<b>\$ 5,534,798</b>
<b><u>EXPENDITURES</u></b>			
Salaries & Wages	\$ 1,178,602	\$ 1,262,470	\$ 1,273,332
Equipment	\$ 867,118	\$ 150,000	\$ 385,000
Contractual Services	\$ 1,120,643	\$ 1,217,603	\$ 1,228,850
Employee Benefits - FICA/Medicare	\$ 450,283	\$ 514,909	\$ 559,957
Debt Service	\$ 1,999,211	\$ 2,110,186	\$ 2,037,659
Transfer to General Fund	\$ 25,000	\$ -	\$ 50,000
<b>Total Expenditures:</b>	<b>\$ 5,640,857</b>	<b>\$ 5,255,168</b>	<b>\$ 5,534,798</b>
Net Operating Gain / Loss to Fund Balance	<b>\$ (60,357)</b>	<b>\$ 400</b>	<b>\$ (0)</b>

## City of Geneva NY – Sewer Fund Revenue

<b><u>REVENUES</u></b>		<b>2023</b>	<b>2024</b>	<b>2025</b>
		<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
G-2120	Sewer Rents	\$ 4,246,622	\$ 3,746,500	\$ 4,207,406
G-2374	Sewer Service - Other Govt	\$ 1,096,748	\$ 786,068	\$ 1,005,000
G-2401	Interest & Earnings	\$ 12,075	\$ 2,000	\$ 97,392
G-2590	Permits, Other	\$ 126,959	\$ 150,000	\$ 125,000
G-2770	Unclassified Revenue	\$ 98,096	\$ 80,000	\$ 100,000
G-5031	Appropriated Fund Balance	\$ -	\$ 341,000	\$ -
G-5032	Appropriation from Equipment Reserve	\$ -	\$ 150,000	\$ -
		<b>\$ 5,580,500</b>	<b>\$ 5,255,568</b>	<b>\$ 5,534,798</b>

## City of Geneva NY – Sewer Fund Expenditures

		<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Budget</b>
<b><u>Sewer Admin (8110)</u></b>				
A1010.1	Salaries & Wages	\$ 466,533	\$ 586,341	\$ 584,894
A1010.2	Equipment	\$ 414,386	\$ 25,000	\$ 180,000
A1010.4	Contractual Services	\$ 178,473	\$ 146,300	\$ 136,600
A1010.8	Employee Benefits	\$ 193,622	\$ 221,411	\$ 240,782
	Total Operating Expenditures	<b>\$ 1,253,014</b>	<b>\$ 979,052</b>	<b>\$ 1,142,276</b>
<b><u>Sewage Treatment &amp; Disposal (8130)</u></b>				
A1210.1	Salaries & Wages	\$ 712,068	\$ 676,129	\$ 688,438
A1210.2	Equipment	\$ 452,733	\$ 125,000	\$ 205,000
A1210.4	Contractual Services	\$ 796,401	\$ 939,303	\$ 929,250
A1210.8	Employee Benefits	\$ 256,661	\$ 293,498	\$ 319,176
	Total Operating Expenditures	<b>\$ 2,217,863</b>	<b>\$ 2,033,930</b>	<b>\$ 2,141,864</b>
<b><u>Central Garage - 1640</u></b>				
A1910.4	Contractual Services	\$ 71,733	\$ 60,000	\$ 85,000
	Total Operating Expenditures	<b>\$ 71,733</b>	<b>\$ 60,000</b>	<b>\$ 85,000</b>
<b><u>Unallocated Insurance - 1910</u></b>				
A1910.4	Contractual Services	\$ 74,035	\$ 72,000	\$ 78,000
	Total Operating Expenditures	<b>\$ 74,035</b>	<b>\$ 72,000</b>	<b>\$ 78,000</b>
<b><u>Debt</u></b>				
A9710.6	Debt Principal - Serial Bonds	1,298,157	1,298,062	1,463,242
A9170.7	Debt Interest - Serial Bonds	332,696	304,636	409,733
A9730.6	Debt Principal - BANS	220,000	290,000	100,000
A9730.7	Debt Interest - BANS	137,168	206,298	53,189
A9785.6	Debt Prin - Installment Purchases	9,393	8,990	9,967
A9785.7	Debt Int - Installment Purchases	1,797	2,200	1,528
	Total Operating Expenditures	<b>\$ 1,999,211</b>	<b>\$ 2,110,186</b>	<b>\$ 2,037,659</b>

# Appendices

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[Appendix A: General Fund Revenues Itemized](#)

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[Appendix B: General Fund Expenditures Itemized](#)

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[Appendix C: Water Fund Itemized](#)

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[Appendix D: Sewer Fund Itemized](#)

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[Appendix E: Worker's Compensation Fund](#)

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[Appendix F: Capital Improvement Program 2025 – 2029](#)

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[Appendix G: Equipment Plan 2025-2029](#)

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[Appendix H: Five Year Debt Forecast](#)

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[Appendix I: Constitutional Debt Limit](#)

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[Appendix J: Constitutional Tax Limit](#)

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[Appendix K: Property Tax Cap Calculation](#)

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[Appendix L: Fee Schedule](#)

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[Appendix M: Compensation Information](#)

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[Appendix N: Organizational Chart](#)

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[Appendix O: Labor and PILOT Agreements](#)



## Appendix A- General Fund Revenues Itemized

### 2025 General Fund Revenues

<b>State Aid &amp; Taxes</b>				
<b>Taxes</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Request</b>	
Property Tax	\$ 8,435,098	\$ 8,428,873	\$ 10,160,898	
Special Assessments	\$ 275,035	\$ 275,035	\$ 279,500	
Sale of City Property	\$ 89,767	\$ 150,000	\$ 175,000	
PILOTs	\$ 878,288	\$ 969,685	\$ 997,905	
Penalties on Taxes	\$ 168,453	\$ 175,000	\$ 165,000	
School Tax Penalties	\$ 16,357	\$ 30,000	\$ 15,000	
Sales Tax	\$ 4,884,552	\$ 4,182,000	\$ 4,900,000	
Occupancy Tax	\$ 306,671	\$ 250,000	\$ 275,000	
Public Utility Tax	\$ 123,790	\$ 120,000	\$ 120,000	
Franchise Fees	\$ 77,909	\$ 90,000	\$ 75,000	
Mortgage Tax	\$ 142,387	\$ 125,000	\$ 130,000	
<b>Total Taxes</b>	<b>\$ 15,398,307</b>	<b>\$ 14,795,593</b>	<b>\$ 17,293,303</b>	

<b>Municipal Aid</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Request</b>
Highway Aid	\$ 87,517	\$ 87,500	\$ 87,500
General Purpose State Aid	\$ 1,942,613	\$ 1,942,613	\$ 2,167,613
Other Aid	\$ 610,965	\$ 570,000	\$ 218,850
<b>Total Municipal Aid</b>	<b>\$ 2,641,096</b>	<b>\$ 2,600,113</b>	<b>\$ 2,473,963</b>

<b>Total Taxes and State Aid</b>	<b>\$ 18,039,403</b>	<b>\$ 17,395,706</b>	<b>\$ 19,767,266</b>
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## Appendix A- General Fund Revenues Itemized

Other Revenues				
Revenue Category	2023 Actual	2024 Budget	2025 Request	
Registrar Fees and Licences	\$ 28,508	\$ 25,000	\$ 25,000	
Police Reports/DWI Fees	\$ 6,897	\$ 10,000	\$ 6,000	
Public Works Services	\$ 12,883	\$ 20,500	\$ 18,000	
Inspections	\$ 2,875	\$ 3,500	\$ 2,800	
Administrative Fees	\$ 15,466	\$ 14,000	\$ 12,500	
Public Market Charges	\$ 17,349	\$ 11,500	\$ 9,500	
Parks and Recreation Charges	\$ 22,720	\$ 45,000	\$ 30,000	
Recreation Concessions	\$ 31,709	\$ 30,000	\$ 30,000	
Special Recreation Facility Charges	\$ 280,712	\$ 240,000	\$ 275,000	
Other Culture & Recreation Income	\$ 9,922	\$ 14,250	\$ 9,500	
Cemetery Fees	\$ 111,050	\$ 105,000	\$ 105,000	
School Resource Officer	\$ 115,382	\$ 110,000	\$ 180,000	
Police Services	\$ 46,773	\$ 26,000	\$ 32,500	
Interest on Investments	\$ 64,525	\$ 15,000	\$ 382,795	
Rental of Real Property	\$ 21,200	\$ 25,000	\$ 22,000	
Business Licenses	\$ 8,300	\$ 10,000	\$ 20,000	
Bingo Fees	\$ 624	\$ 1,000	\$ 1,500	
Dog Licenses	\$ 18,090	\$ 18,000	\$ 18,000	
Marriage Licenses	\$ 2,403	\$ 2,000	\$ 2,000	
Building Permits	\$ 22,002	\$ 45,000	\$ 55,000	
Parking Tickets	\$ 26,461	\$ 40,000	\$ 20,000	
Trash Fines	\$ 3,559	\$ 3,500	\$ 5,000	
City Court Fines	\$ 40,131	\$ 51,175	\$ 50,250	
Rental Property - Innovation Kitch	\$ 10,300	\$ 30,000	\$ 10,000	
Wellness Grant	\$ 1,000	\$ -	\$ -	
Sale of Scrap Metal	\$ 3,233	\$ 1,000	\$ 1,000	
Insurance/Worker's Comp	\$ 69,058	\$ 125,000	\$ 10,000	
Boat Launch	\$ (1,668)	\$ 500	\$ 250	
Gas and Oil	\$ 11,110	\$ 7,500	\$ 12,000	
RLF/IDA/LDC Support	\$ -	\$ 25,000	\$ 33,000	
Shared Service Revenue	\$ 149,685	\$ 145,000	\$ 171,000	
Miscellaneous	\$ 10,337	\$ 40,100	\$ 9,000	
Parrott Hall	\$ 48,922	\$ 75,000	\$ 50,000	
Appropriation from Fund Balance				
Appropriation from Equipment Res	\$ -	\$ 183,000	\$ -	
Interfund Transfers	\$ 376,755	\$ 609,998	\$ 924,500	
<b>Total Taxes</b>	<b>\$ 1,588,274</b>	<b>\$ 2,107,523</b>	<b>\$ 2,533,095</b>	

<b>Total General Funds Revenue</b>	<b>\$ 19,627,678</b>	<b>\$ 19,503,229</b>	<b>\$ 22,300,361</b>
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## 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	2023 Actual	2024 Budget	2025 Request	
BID Assessment District	\$ 129,207	\$ 118,309	\$ 140,509	
BID PILOT Share	\$ 57,289	\$ 39,711	\$ 37,901	
4064 - BID Maintenance Support	\$ 74,247	\$ 90,000	\$ 107,600	
4104 - Economic Development Support	\$ 15,000	\$ 15,000	\$ 15,000	
<b>Total Direct Costs</b>	<b>\$ 275,742</b>	<b>\$ 263,020</b>	<b>\$ 301,010</b>	

#### Notes

The BID funding request is divided into four areas.

Assessment District Funding - this is the amount of funding that is levied from the non-single family homes within the Business Improvement District.

BID Payment In Lieu of Taxes Share Funding - this is provided to the BID when a property has a PILOT agreement within the BID area.

Economic Development Funding - this funding provides additional support to Economic Development in the downtown area. In 2025 the BID is requesting \$15,000 for Economic Development services to include

Commercial Design and Advisory Team, Downtown Event Review Committee, business & property recruitment & retention, mentoring, support, and education for new and existing businesses, beautification initiatives to increase workforce & resident placement, initiatives to increase foot traffic, events, grants.

Beautification and Maintenance - this funding provides support for maintenances and beautification services within the BID area provided by the BID. The total request for this funding in 2025 is \$239,610. This funding would provide equipment including - V Plow (\$4,170), Plants (\$7,000), Repair and Maintenance on the current truck/tractor (\$5,000), Hanging Baskets (\$4,200), Ongoing equipment repair and replacement for misc. items (weed eater line, gloves, rain gear, winter gear, safety glasses, ear plugs, trash grabbers, trash bags, trash receptacles, cleaning supplies, snow blower, volunteer management software, watering equipment, hoses, plants, etc.), 5.5 FTEs (\$214,240) to support Garbage removal, loose trash & cigarette butt pickup, weeding, watering, mowing, trimming, debris in bioswale landscaping, removal of animal waste, deceased animals, maintain tables and chairs, maintain holiday decorations, assist the DPW with bucket truck work including but not limited to: banners, planters, holiday decorations.

## Appendix B: General Fund Expenditures Itemized

### Requests that were not recommended for 2025 by the City Manager:

After reviewing the initial request of \$239,610, the Business Improvement District Executive Director provided a modified request to provide a reduced amount of service, eliminating landscaping maintenance. The service to be provided by the BID would be shoveling & salting, hanging basket and planter maintenance, garbage pick up, debris and loose trash pick up, holiday displays (care and hanging), light pole banners, and volunteer management of volunteers assigned to the above tasks. This revised cost will employ fewer employees with non-labor costs being \$15,000 and labor costs being \$92,600.

### 2024 Work Projects

Projects	Progress	Goal	Details
Commercial Design and Advisory Team Leadership: meeting at least monthly to lead the downtown sign and exterior modifications approval process	We have had 10 approval meetings so far in 2024 plus 11 consulting meetings. The consulting meetings were to help complete the applications (3 of the meetings were to provide translation support).	24 potential CDAT meetings per year, plus additional staff (and often committee) availability for consultation before the formal meeting.	The BID team works with the City to improve our system, better regulate signage, and support new businesses. Application update is in progress. There are challenges with no way to enforce signage regulations at the committee level. The committee needs additional coaching in 2025.
Share with the City GBID grant software access	Work together to improve empirical data for the city and the BID.	Placer.ai allows the city and BID to partner to gather information.	Arc GIS - Placer.ai has been secured by the BID.
Provide for ongoing maintenance and beautification services in the downtown BID district on the north side of 5 & 20	The GBID has taken on additional duties as we have been able, assisting with lakefront maintenance and contracting a landscaper to work 8 hours.	Ongoing seasonal displays are updated and areas are clean. Every street in downtown is weeded every 7 days (in rotation).	Due to lack of seasonal help weeding has not been as consistent. Every street is now weeded at 10-14 days.
The BID agrees to deliver a report of activities based upon this budget allocation at the end of each quarter	Reports have been provided at the end of the 1st and 2nd quarter.	Reports due to the City at the close of the Quarter by the 15th of the following month.	Reports include updates on all services of the BID contract.

## Appendix B: General Fund Expenditures Itemized

Projects	Progress	Goal	Details
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	5 meetings so far in 2024: Ironman - advertisement & maps for participants and their website. Relay for Life, Crusin' Night - SWOT analysis with businesses & City. First Friday - Traffic analysis with downtown merchants. Linden Wine Series - impact to surrounding businesses.	Using the event list provided by the City and the GBID contacts, we communicate with the various events organizational teams to help provide information on restaurants and experiences downtown. Meet with business owners to evaluate the impact on foot traffic and sales.	
Hometown Hero Banner Program	Banners were hung in 2024 after a new program was launched in partnership with the City, American Legion, and volunteers.	Banners are hung and program is reviewed.	Over 160 hours of BID staff time was designated to this program. A program review will occur this fall.
Property Owner and Tenant Empowerment Leadership: support DEI initiatives to recruit diverse property owners and employees.	As of August 2024 we have 35 MWBE locations in Downtown 5 of which opened this year.	At least two new businesses opened owned by MWBE owners	Continue to work with Sim Covington and Councilor Whitfield to continue creating "all are welcome" events and messaging.
Support downtown events such as Fall Festival, Jingle Week, Crusin' night and First Friday to increase foot traffic and increase sales of downtown merchants.	Crusin' Night was held on July 26 and hosted over 8,000 guests; 4 First Friday events have been held as of August 6, 2024 - each subsequent event has drawn a larger crowd and businesses have seen an uptick in sales that 1st Friday. Other key events: Wheels on the Seneca, Garlic Festival, Linden Wine Series.	To find the most effective way to increase foot traffic and sales for both retail and restaurant.	BID looks forward to being able to provide more imperial data as Placer.ai comes on line. Feedback from both sponsors and vendors is that more frequent, consistent events are more beneficial for business.

## 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	2023 Actuals	2024 Budget	2025 Request	
1001 - Salary	\$ 167,064	\$ 140,540	\$ 146,998	
4011 - Postage	\$ 8,364	\$ 5,500	\$ 5,500	
4013 - Office Supplies	\$ 879	\$ 1,000	\$ 1,000	
4014 - Conferences	\$ 235	\$ 150	\$ -	
<i>New- Memberships</i>	\$ -	\$ -	\$ 200	
4017- Copy Cost	\$ 4,682	\$ 4,750	\$ 4,750	
4018 - Computer Costs	\$ 1,948	\$ 2,000	\$ 2,000	
4077- Records Restoration	\$ 3,350	\$ -	\$ -	
7510.4068 - Historical Society	\$ 12,500	\$ 12,500	\$ 12,500	
3510.4046 - Control of Animals	\$ 14,258	\$ 14,544	\$ 28,294	
1450.1001- Elections	\$ 18,000	\$ 18,000	\$ 18,000	
<b>Total Direct Costs</b>	<b>\$ 231,280</b>	<b>\$ 198,984</b>	<b>\$ 219,242</b>	

#### Notes

- \* Computer costs are for scanning software utilized by the Clerk's office.
- \* The Clerk will be attending Clerk Association Conferences through the City Manager's Training budget for 2025. If this conference becomes an on-going conference it can be added to future City Clerk budgets.
- \* A new line for membership has been created for membership in the Ontario County Clerk's Association.

**All requests were recommended for 2025 by the City Manager.**

## Appendix B: General Fund Expenditures Itemized

### Key Metrics

Metric	2023	2024 YTD
% of Minutes Adopted with no corrections		Collection will begin January 2025
Number of licenses issued		Collection will begin December 2024
% of meeting agendas provided at least 5 days prior to standing meeting		Collection will begin January 2025
% of Customers who mark they are satisfied with the service		Collection will begin January 2025

### 2024 Work Projects

Projects	Progress	Goal	Details
City Charter Update: Review and update the City Charter	Paused: Moved to 2025	At least 25% of the Charter will be reviewed and updated	Paused due to the transitions of council and the City Clerk.
City Code/Ordinance Update: Review and update City Code/Ordinances to match current practices.	In-Progress	Zoning code update will be 100% uploaded and available on eCode	All 10 ordinance updates from 2023 and 2024 were sent to General Code for Codification on 8/1/24.
Meeting Indexes: Create and complete Indexes for 2015-2022 Meeting Minutes	In-Progress	100% of Meeting Minutes and Indexes of City Meeting Minutes are completed and available on City Website	Meeting minutes from 2007 to present are on the City Website.
Record Restoration: Research and apply for grant funds to restore records	Paused: Moved to 2025		Grant application deadline was in March and due to the transition this was paused. Prepared to apply for grants in 2025.
Burial Permit Scanning and Indexing: Complete scanning and indexing burial permits	In-Progress	50% of existing burial permits are scanned and indexed by 12/31/2024. 100% of new burial permits are scanned and indexed.	Burial permits through 2022 are scanned and indexed. 2023 - Current completed before the end of this year.
Council 2024: Complete onboarding of Council 2024	Complete	All members of council have materials to be successful in their council term.	Completed prior to the arrival of the current clerk.

## 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	2023 Actuals	2024 Budget	2025 Request	
1001 - Council Salary	\$ 32,000.0	\$ 32,000.0	\$ 32,000.0	\$ 32,000.0
4015 - Codification of Ordinances	\$ 2,951	\$ 3,000	\$ 3,000	\$ 3,000
4016 - Advertising	\$ 362	\$ 900	\$ 900	\$ 900
4046 - Miscellaneous	\$ 6,356	\$ 500	\$ 2,500	\$ 2,500
<b>Council Total</b>	<b>\$ 41,669</b>	<b>\$ 36,400</b>	<b>\$ 38,400</b>	
1001 - Mayor Salary	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
4014 - NYCOM	\$ 5,237	\$ 5,300	\$ 5,300	\$ 5,300
<b>Mayor Total</b>	<b>\$ 12,737</b>	<b>\$ 12,800</b>	<b>\$ 12,800</b>	
<b>Total Direct Costs</b>	<b>\$ 54,406</b>	<b>\$ 49,200</b>	<b>\$ 51,200</b>	

#### Notes

\* Miscellaneous funding has been increased to support council sponsored programming such as the splash park program.

#### Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Number of Council Meetings	24	25
Number of Actions Voted On	66	54

#### 2024 Work Projects

Projects
Fiscal Stewardship: The responsible management of resources to achieve specific goals and ensure long-term financial health.
Economic Development: The city processes that improve the economic and social well-being of City of Geneva residents through programs, policies, and activities.
Intergovernmental Relations and Community Partnerships: The management of the interactions and relationships between the different levels of government, businesses, and community partners.
Communications: The processes of sharing information about government actions with the public while collecting information from the public to enhance policies, practices and services.
Quality of Life: The provision of access to essential services, amenities, and opportunities; such as recreation services, infrastructure, neighborhood engagement.

## 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	2023 Actual	2024 Budget	2025 Budget	
1001 - Salary	\$ 196,501	\$ 246,050	\$ 245,796	
4012 - Travel	\$ 1,303	\$ 750	\$ 750	
4013 - Office Supplies	\$ 223	\$ 200	\$ 200	
4014 - Conferences	\$ 2,186	\$ 1,500	\$ 1,500	
4017- Copy Cost	\$ -	\$ 200	\$ 200	
4045 - Training	\$ 4,781	\$ 18,000	\$ 20,000	
*New - Membership	\$ -	\$ 2,500	\$ 2,500	
4046 - Miscellaneous	\$ 563	\$ 10,500	\$ 500	
6326.4070- Parrott Hall				
Stablization & Remediation	\$ 195,821	\$ 75,000	\$ 50,000	
8040.4046- Human Rights Commission	\$ 652	\$ 1,200	\$ 600	
<b>Total Direct Costs</b>	<b>\$ 402,030</b>	<b>\$ 355,900</b>	<b>\$ 322,046</b>	

#### Notes

\* City Manager staffing includes a City Manager, Safety Coordinator, and .10 FTE for support to the City Manager shared with Human Resources. Support to the City Manager includes scheduling, billing for the CM office, and limited communications. The Safety Coordinator is a three-year position to assist in the development of a revised City-wide Safety program.

\* Training for 2025 will include access for training for all City staff, conference attendance for staff members, coaching services for members of the management team, and training for supervisors.

#### Requests that were not recommended for 2025 by the City Manager:

\* \$94,000 for a Community Engagement Coordinator salary and benefits; Although intially funded in 2024 this position funding was removed prior to hire. The City Manager still believes that a position focused on community engagement, communications, website coordination, and marketing is crucial to moving the City forward and expands the current efforts, however this was not recommended for funding in 2025 due to Council's decision. This position had been previously recommended as a shared position to assist both with communications and marketing as well as with community engagement for the Planning and Economic Development Department. Communications at the current level will continue with stipends being provided to staff completing the communications work.

## Appendix B: General Fund Expenditures Itemized

### Requests that were not recommended for 2025 by the City Manager, continued:

- \* \$75,000 for a Comprehensive Plan Update Consultation; This request was not recommended at this time and should be reviewed in future years to ensure that the plan is current with the City operations.
- \* \$55,000 for Performance Management Software and Training: This request was not recommended at this time but should be reviewed in the future. The goal of this software/training program is to better develop performance metrics at a population and programmatic level. As part of the 2025 budget book, departments have begun to identify not only work projects but measurements. Training and software to track this information will prove helpful in future years to create a more robust program.
- \* \$25,000 for National Community Survey benchmarking survey to create a data set which is evidenced based and engages residents, measures City performance, and guides economic recovery and growth.

### Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Cumulative Amount of Grant Revenue Awarded	\$ 438,600	\$ 1,830,000
% of Performance Evaluations Completed for Department Heads	Evaluations begin in Q4 2024	
% of Open Contracts Ratified	0%	50%

### 2024 Work Projects

Projects	Progress	Goal	Details
Contract Negotiations: Finalize 2023 and 2024 Contracts.	In-Progress	Four (4) 2023 Contracts are ratified by December 31, 2024. Two (2) 2024 Contracts are ratified by December 31, 2024.	Two of the contracts from 2023 have been ratified.. The remaining 2023 contracts are in progress. The two (2) contracts for 2024 are in negotiations.
Committee Support: Committee Membership is reviewed and goals are set for all city committees. A storm task force is created.	In-Progress	At least all committees have 75% membership by 12.31.24. Staff and/or Council Liaisons attend 90% of Committees. Develop storm task force.	Membership on committees is increasing. The storm task force is on target to provide recommendations by November 2024.

## Appendix B: General Fund Expenditures Itemized

Projects	Progress	Goal	Details
Housing: Coordinate with County to review housing report and create strategies for moving forward. Develop City housing portfolio.	In-Progress/Paused	A city housing portfolio is published by Q4 2024; A meeting is held with the County and next steps are identified.	The county provided the housing study; a worker housing plan is not being actively reviewed at this time. Planned review Q4.
Safety and Wellness Planning: Hire a Safety Coordinator and develop safety plans for all city facilities in compliance with applicable state and federal laws. Implement measures of the hazard mitigation plan.	Paused: Pending hire	A staff member is hired and 100% of city facilities have safety plan documents. Four measures are implemented from the mitigation plan.	The Safety Coordinator position was posted in Q2 2024 with very few applicants. This position is being redeveloped for posting in Q3 2024.
State. Federal. Local Advocacy	In-Progress	Meet with Supervisors, State Representatives, Federal Representatives, and the County Administrator on a on-going basis.	Meetings and calls have been on-going at all levels of government.
2025 Budget: Revise capital plan, update fleet management processes, explore sewer and water fund rates/rate study, present a balanced budget, and hold community budget information sessions.	In-Progress	The capital plan update and fleet management strategies are included in the 2025 budget. Sewer and water funds are reviewed and proposed in 2025. At least 20 members of the community attend budget presentations. The 2025 Budget is adopted by November 1, 2024.	The Capital Plan update and fleet management strategies will be included in the 2025 Budget. Sewer and water funds need further rate study analysis and will be recommended for a rate study in 2025. Community budget virtual presentations are provided in September.
Organizational Excellence: Learn from employees ways to improve City operations.	In-Progress	Select internal team to create action plans for the City regarding employee engagement, leadership, training. Launch a survey to understand employee satisfaction and motivation with at least a 30% response rate from workforce. Complete 100% of department head evaluations.	The internal team has not yet met, been created and is being reviewed for Q4 2024 with a survey launch by Q2 of 2025. Department Heads will receive performance evaluation feedback by end of Q3 2024.

## Appendix B: General Fund Expenditures Itemized

### City Attorney – 1420

Currently the City Attorney is provided through a public-private partnership with Boylan and Code acting as general counsel and Roemer, Wallens, Mineux, and Gold serving as counsel on personnel matters.

City Attorney 1420			
Budget Detail	2023 Actual	2024 Request	2025 Request
4013 -Outside Counsel	\$ 193,366	\$ 150,000	\$ 198,000
<b>Total Direct Costs</b>	<b>\$ 193,366</b>	<b>\$ 150,000</b>	<b>\$ 198,000</b>

### Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Number of Request for Legal Services	87	48
Number of hrs. spent with outside legal	To begin collection in 2025	

## 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	2023 Actual	2024 Budget	2025 Request
1001 - Salary	\$ 115,255	\$ 158,074	\$ 175,650
4013 - Office Supplies	\$ 598	\$ 575	\$ 575
4014 -Conference Expense	\$ -	\$ 1,500	\$ 2,000
4021-Mileage/Vehicle Costs	\$ -	\$ 500	\$ 700
4016- Advertising/Publication	\$ 349	\$ 500	\$ 500
<b>*New - Employee Services</b>	\$ -	\$ -	\$ 5,200
4120.1500- Health & Wellness	\$ 5,738	\$ 2,000	\$ 2,500
<b>Total Direct Costs</b>	<b>\$ 121,940</b>	<b>\$ 163,149</b>	<b>\$ 187,125</b>

#### Notes

- \* Conference expenses for 2024 HR Conferences include the NYS Civil Service Conference and Workers' Compensation Conference.
- \* A new line has been created in the Human Resources budget for Employee Benefit Administration. The costs included in this are for our Employee Assistance Program, Paragon software, and other benefit related costs associated with administering employee benefits that were once in less specific lines if other benefit costs should be allocated to this line they will be adjusted in the future.
- \* Health and Wellness includes funding for a 2025 Health and Wellness Fair for employees. Included in this will be recognition materials including water bottles and lanyards.
- \* Training expenses for all employees to participate on active shooter and implicit bias will be a part of the City Manager's 2025 Training Budget line.

**All requests were recommended for 2025 by the City Manager.**

#### Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Number of Full Time Positions Budgeted	123	127
Number of Full Time Positions Filled	16	9
Number of Onboardings(New/Rehires)	40	24
Average Time to Hire	Metric Collection to begin in January 2025	
Retention Rate:	27	19

*Note: Full Time position counts do not include seasonal employees or any part-time employees.*

## Appendix B: General Fund Expenditures Itemized

### 2024 Work Projects

Projects	Progress	Goal	Details
City Policies: Continuation of review and updates for City Employee Policy and Procedure Manual; including review of possible fillable forms as part of the procedures.	In-Progress	At least twelve (12) policies and procedures by end of 2024.	Policy on Polices Format approved by City Council May 2024; Reformatting mandated policies and new polices undergoing review by legal counsel.
Wellness Initiatives: Re-structure Wellness Initiative with new health insurance consortium and continue to focus on the “required” annual employee training and events.	In-Progress	75% of employees get annual training completed in a half-day session to be more effective and efficient. Wellness meetings at least two in Q1 and starting Q2-monthly; Provide other training and/or employee engagement activities plan based on results of employee input survey to put in place for 2025.	Online training will be conducted. Ongoing meetings with GTCMHIC & Excellus for new wellness program offerings; Return of full Health Benefits Fair: 10/16/24 for 1st time since Pandemic
Departmental Assistance: Continue to meet with Department Heads and Supervisors regarding staffing needs; including new positions proposed through budget process and succession planning for any upcoming retirements.	In-Progress	The HR office has all forms and documents in a standard location for employees to search for forms and benefit information. At least six (6) fillable forms.	Continue to review & discuss dept. needs on talent recruitment and retention for current year and on-going budget conversations for staffing needs.
Process Streamlining: Continue to review and streamline human resource processes/capabilities	In-Progress	Human Resource Office the ability to have all forms and documents in a standard location for employees to search for forms and benefit information. At least six (6) fillable forms by end of 2024.	All fulltime employees have email addresses. Policies and Procedures added to HR section of City Website; Updates to onboarding forms in preparation for more electronic onboarding.

## 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	2023 Actual	2024 Budget	2025 Request	
1001 - Salary	\$ 320,416	\$ 309,874	\$ 344,337	
4013- Office Supplies	\$ 9,527	\$ 250	\$ 300	
4014- Conference Expense	\$ 310	\$ 1,500	\$ 2,000	
4016- Printing/Advertising/ Publications	\$ 8,569	\$ 6,500	\$ 6,500	
4018- Computer Costs	\$ 26,621	\$ 50,500	\$ 63,500	
4019- Audit Fees	\$ 26,240	\$ 14,000	\$ 17,000	
4028-Outside Contractors	\$ -	\$ -	\$ -	
4046-Miscellaneous Expense	\$ 13,576	\$ 1,500	\$ 2,000	
4085- Bond Issue Costs	\$ 16,244	\$ 1,200	\$ -	
4088- Bank Service Fees	\$ 84	\$ -	\$ -	
<b>Total Direct Costs</b>	<b>\$ 421,586</b>	<b>\$ 385,324</b>	<b>\$ 435,637</b>	

#### Notes

\* Computer costs include annual financial software costs and addition of electronic time-keeping and payroll implementation

#### Requests that were not recommended for 2025 by the City Manager:

\* \$25,000 for benefits administration package as part of electronic time-keeping. This was not recommended for 2025 as electronic time-keeping is just launching and this add-on can be considered in future years.

#### Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Tax Collection Rate	97.25%	98.09%
Average Rate of Investment	2.05%	3.19%
Number of Adjusting Entries by Auditors	1	-

## Appendix B: General Fund Expenditures Itemized

### 2024 Work Projects

Projects	Progress	Goal	Details
Contract Negotiations: Finalize 2023 and 2024 Contracts.	In-Progress	Four (4) 2023 Contracts are ratified by December 31, 2024. Two (2) 2024 Contracts are ratified by December 31, 2024.	Two (2) of the contracts from 2023 have been ratified. A third should be ratified before the end of the year. The fourth is in fact finding as part of the impasse process and council will make a decision once fact finding is complete. The two (2) contracts for 2024 are in the midst of negotiations.
Electronic Payroll: Implement electronic payroll software or have a plan for moving this forward by end of 2024.	In-Progress	100% of employees are able to keep time electronically	Next Steps are meeting with Union leadership.
City Owned Property Sale: Either through closed bid or auction complete sales of all 2024 approved City-owned properties. Create and receive approval for 2024 sale of property.	In-Progress	100% of wanted and available property from 2024 is back on tax roll by Q3 2024; Council adopts resolution to sell 2024 properties.	Auction was held June 2024. 12 City properties were successfully auctioned off to highest bidders. Final paperwork and deed transfer is in process.
Citywide Investment Policy Update: A citywide investment policy is established and all accounts are reviewed for earning potential.	In-Progress	100% of accounts are reviewed for earning potential; an investment policy is adopted.	Working with Three + One to update current City policy and practices. Final policy will be presented to City Council for adoption

## 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 and tax clerk are shared employees with the City of Canandaigua.

Assessor 1355				
Budget Detail	2023 Actual	2024 Budget	2025 Request	
1001 - Salary	\$ 101,690	\$ 113,562	\$ 97,524	
New- Extra Help	\$ -	\$ -	\$ 50,000	
4009 - Board of Review	\$ 1,500	\$ 3,000	\$ 1,500	
4012 - Travel	\$ 5	\$ -	\$ -	
4013 - Office Supplies	\$ 2,314	\$ 5,000	\$ 2,500	
4014 - Conferences	\$ (174)	\$ 795	\$ 800	
4016 - Advertising/Publications	\$ 404	\$ 500	\$ 300	
4018 - Computer Costs	\$ -	\$ 3,300	\$ 3,300	
4094 - Assessment Update	\$ -	\$ -	\$ -	
<b>Total Direct Costs</b>	<b>\$ 105,738</b>	<b>\$ 126,157</b>	<b>\$ 155,924</b>	

### Notes

\* Beginning in Spring of 2024 the tax clerk services for the Assessor's office was shared with the City of Canandaigua. This contract is recommended to continued for 2025. The total office has 1 FTE shared between the two cities. The Comptroller oversees the Assessor's office.

All requests were recommended by the City Manager.

### Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Equalization Rate	78%	100%
Taxable Assessed Value	\$ 488,630,334	\$ 727,833,468

### 2024 Work Projects

Projects	Progress	Goal	Details
Finalize the Revaluation process for citywide assessment. Meet all necessary deadlines and inform the community in a variety of ways about the process. Complete the valuation process.	Completed	Final Assessment completed in May 2024; Tentative roll is finalized; Taxable Assessed Value is established for 2025 budget.	

## 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	2023 Actual	2024 Budget	2025 Request	
1001 - Salary	\$ 2,881,381	\$ 3,117,260	\$ 3,417,927	
1002 - Overtime	\$ 255,000	\$ 255,000	\$ 200,000	
1008 - Parking Enforcement	\$ 19,937	\$ 23,520	\$ 28,224	
1011 - School Crossing Guards	\$ 49,672	\$ 55,230	\$ 73,640	
2029 - Equipment	\$ 190,629	\$ 168,000	\$ 25,000	
4011 - Postage	\$ 636	\$ 1,500	\$ 750	
4013 - Office Supplies	\$ 7,404	\$ 3,000	\$ 3,000	
4016 - Publications/Advertising	\$ 493	\$ 500	\$ 500	
4020 - Materials and Supplies	\$ 5,611	\$ 4,500	\$ 4,500	
4021 - Mileage/Vehicle Costs	\$ 55,683	\$ 35,000	\$ 35,000	
4035 - General Maintenance	\$ 1,141	\$ 9,000	\$ 7,500	
4045 - Training	\$ 48,978	\$ 36,000	\$ 30,000	
4058 - Firearms Cost	\$ 31,716	\$ 20,000	\$ 17,000	
4073 - Uniform Costs	\$ 28,151	\$ 30,000	\$ 17,000	
4076 - Physical Exams	\$ 6,813	\$ 6,500	\$ 3,500	
4095 - Equipment Maint.	\$ 40,654	\$ 55,000	\$ 85,100	
<i>New- Equipment - Fleet Management</i>	\$ -	\$ -	\$ 150,000	
4122.2989- Dare Expenses	\$ 3,098	\$ -	\$ -	
Expenditures	\$ 1,387	\$ -	\$ -	
<b>Total Direct Costs</b>	<b>\$ 3,623,898</b>	<b>\$ 3,820,010</b>	<b>\$ 4,098,641</b>	

## Appendix B: General Fund Expenditures Itemized

### Notes

\*Currently the Department is operating at the minimum staffing level recommended by a recent study completed by DCJS. The department is requesting an additional uniformed road patrol officers to patrol assigned areas to prevent and detect crime. The addition is thought to lessen the burden of overtime costs. Additionally, a second School Resource Officer has been funded by the Geneva City School District, which would shift work from current police officers. There are services and details that are not being conducted by the GPD due to staffing shortages including targeted crime reduction, pro-active warrant/drug enforcement, bicycle patrol, foot patrol in downtown.

\* A new building specific line has been created for Public Safety Building improvements within buildings and grounds, removing building improvements from the Police Department budget. Within that budget two improvements will be made including \$5,500 for new carpeting and \$25,000 for shooting lane repairs at the range.

\* Equipment Maintenance Expenses include the following: Axon Body Worn Cameras (\$35,000), Axon Tasers (\$15,000), Axon Fleet (\$23,000), KeyStone (\$7,000), LiveScan (\$11,000), and L-Tron (\$3,600).

Equipment Line includes computer upgrades to be completed in 2025.

\* Two vehicles will be purchased in 2025. These vehicles will be purchased through a fleet management program. This is a new program for the City. We anticipate these costs to be lower than previous costs associated with fleet management.

\* General maintenance funding includes funding for three (3) officer desks for the Sergeants office and \$3,000 for general maintenance supplies.

\* School Crossing Guards will receive an increase in funding due to new seasonal rates.

### Police Budget Advisory Board Recommendation:

The PBAB members along with Chief Eveland and Comptroller Newcomb reviewed the Police Department 2025 Budget submission provided by Chief Eveland. Based upon the advisory board's work throughout 2023 and 2024 the PBAB supports the importance of the Record Management System (RMS) update and changes to increase the efficiency and accuracy of data collection throughout the daily activities of the police department. The PBAB feels having more accurate and detailed information will support the Police department in their efforts for grant funding, staffing level reviews, and other ongoing needs of not only the department but the Community as well. In addition, the PBAB members would like to recommend the hiring of a social worker within the Police Department to support officers in response to the increase in mental health calls. The members are cognizant of the additional financial implications of such a position, and have discussed various potential options of funding including a) a shared position with surrounding agencies, b) potential grant funding to offset cost, or c) running the program as a Pilot program for two (2) years and utilizing one-time funding.

## Appendix B: General Fund Expenditures Itemized

### Requests that were not recommended for 2025 by the City Manager:

- \* \$27,000 for installation of electric at the shooting range. This request was not recommended in 2025. The repair work on the surfacing of the range is recommended and is located in the Buildings and Grounds budget. The electric installation can be reviewed for implementation in future years.
- \* \$94,000 for one (1) additional uniformed road patrol police officer; cost per new police officer is estimated as follows: \$83,300 annual salary and benefits, \$4,500 for equipment, \$6,150 for training was not recommended for 2025. While we have made progress to improve our staffing levels the movement at the Command Staff and Sergeant level will result in additional vacancies at the police officer level in 2025. Once these vacancies are filled and staffing is stable this request should be reviewed further.
- \* \$100,000 + for one (1) social worker as recommended by the PBAB. This request was not recommended in 2025. If this is a program that the department would like to implement further analysis of cost and programming should be explored as well as the key performance indicators that would be expected of this position.

### Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Total Police Calls Dispatched	35,203	24,832
Body Worn Camera Activation Compliance Hours	22,494	17,264
Use of Force Incident Completion	31	33
Total Overtime Hours	4,056	1,715

### 2024 Work Projects

Projects	Progress	Goal	Details
Digitizing Department Documents: Assign both sworn & civilian staff to review documents & forms to ensure retention schedule adherence. Scan/digitize all department forms/documents into an easy to find folder on a	In-Progress	75% of departmental documents are reviewed and digitized. 100% adherence to retention schedule.	Implemented Aladtec in 2024. Many departmental documents/forms are being offered digitally. Records stored via city server
Hire and Retain Full Time Staff: Create a positive work environment through excellent leadership, communication and opportunity. Continue to host recruiting events, mock physical and agility tests, and social media outreach.	In-Progress	Full staff is in place.	Full staff w/ PO's (25). Two vacant Sgt positions, one PO out on medical. Hope to be fully staffed in 2025

## Appendix B: General Fund Expenditures Itemized

Projects	Progress	Goal	Details
Community Engagement Team: Implement a community engagement team.	In-Progress	Three (3) sworn members will actively attend, neighborhood watch meetings, school/city events, and any other community events. The members will engage the community members/students in hopes of learning their concerns, and bringing back those concerns to the command staff. This will allow command staff members to implement different strategies in departmental deployment and enforcement. Participate in 14 community events in 2024	Community Engagement Team has been implemented and being led by Sgt. Bucklin. This team is responsible for engaging with the community, students, and other local partners. The CET has plans to continue their engagement efforts for 2025.
Police Budget Advisory Board	In-Progress	PD and community communications are improved.	Chief of Police attending all PBAB meetings.

## 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	2023 Actual	2024 Budget	2025 Recommended	
1001 - Salary	\$ 1,889,041	\$ 1,890,151	\$ 1,857,078	
1002 - Overtime	\$ 39,450	\$ 46,690	\$ 40,000	
1004 - Safety Officer	\$ 4,565	\$ 4,565	\$ 4,600	
2029 - Equipment	\$ 144,590	\$ 234,900	\$ 160,200	
<i>New- Fleet Management</i>	\$ -	\$ -	\$ 100,000	
2100 - Personal Protective Equipment	\$ 107,339	\$ 107,500	\$ 80,000	
4012 - Travel	\$ 1,035	\$ 1,500	\$ 2,000	
4014 - Conference Expense	\$ 1,137	\$ 1,750	\$ 6,000	
4018 - Computer Costs	\$ 33,023	\$ 25,000	\$ 30,000	
4020 - Materials and Supplies	\$ 9,675	\$ 10,000	\$ 12,000	
4020.4023 -Materials & Supplies				
Storm Mgmt.	\$ 1,584	\$ -	\$ -	
4021 - Mileage and Vehicle Costs	\$ 29,452	\$ 30,000	\$ 32,000	
4024 - Staff Clothing Allowance	\$ 16,426	\$ 14,400	\$ 14,400	
4028- Firefighting Agreements	\$ 52,000	\$ 52,000	\$ 52,000	
4028-Genesee Fire House Rental	\$ 47,252	\$ 47,395	\$ 47,513	
4028-Fire Prevention	\$ 5,056	\$ 7,500	\$ 5,000	
4028-Fire Investigations	\$ 5,926	\$ 5,000	\$ 5,000	
4035-General Maintenance	\$ 27,679	\$ 30,000	\$ 32,000	
4042-Geneva St. Firehouse Rent	\$ 22,510	\$ 22,510	\$ 22,510	
4045-Training	\$ 19,217	\$ 45,000	\$ 35,000	
4046-Miscellaneous	\$ 5,094	\$ 8,000	\$ 8,500	
4073-Uniform Costs	\$ 15,498	\$ 25,000	\$ 25,000	
4076-Physical Exams	\$ 13,729	\$ 14,500	\$ 16,000	
4082-Equipment Maintenance	\$ 11,611	\$ 37,000	\$ 40,000	
4093-Assistant Chiefs	\$ 15,000	\$ 20,000	\$ 20,000	
4144-Code Expenses	\$ 1,254	\$ 3,000	\$ 3,000	
<b>Total Direct Costs</b>	<b>\$ 2,519,143</b>	<b>\$ 2,683,361</b>	<b>\$ 2,649,801</b>	

### Notes

## Appendix B: General Fund Expenditures Itemized

- \* Equipment included in 2025 Equipment Purchases: Four (4) Self Contained Breathing Apparatus (\$40,000), Two (2) Gas Meters (\$8,200) ; One (1) Fire Extinguisher Simulator/Trainer (\$17,000); Continued Radio Replacement (\$45,000); One (1) Jaws of Life Tool (\$20,000); One (1) Gear Hose Washer/Dryer.
- \* Personal Protective Equipment includes replacement of fifteen (15) sets of fire protection gear for department; this is an annual replacement plan to replace all gear within five (5) years and then update an annual replacement program. Twenty (20) sets were purchased in 2024 and twenty (20) sets in 2023. Fifteen (15) sets are planned to be replaced in both 2025 and 2026, and ten (10) sets in 2027. Beginning in 2028 five (5) sets will be replaced on an annual basis.
- \* Computer Costs include department specific software including Keystone, RMS, and Alpine.
- \* Overtime increases account for negotiated salary increases as part of collective bargaining processes.
- \* The fleet management line includes funding for one (1) UTV and one (1) fire inspection Truck. The request for the UTV was part of the 2025 equipment replacement plan. Fleet management is a new line and fleet purchases will be placed in this line going forward.

### **Requests that were not recommended for 2025 by the City Manager:**

- \* \$70,000 for one (1) new vehicle for the Deputy Fire Chief; this request was not recommended for 2025 and will be reviewed as part of an overall fleet strategy review. This review will include the potential of working with a contractor to provide fleet services and management including a review of current vehicles. This request would replace a 2016 Chevrolet Tahoe.
- \* \$8,000 for two (2) additional thermal imaging cameras; this request is not recommended at this time. A discussion was had with the Deputy Fire Chief and Fire Chief to reduce the total request and this was provided as a lower priority than the items requested above.
- \* \$6,200 for (1) smoke injection fan; this request is not recommended at this time. A discussion was had with the Deputy Fire Chief and Fire Chief to reduce the total request. Similarly to the thermal imaging cameras, this was seen as a lower priority than the equipment above.
- \* \$414,000 for three (3) additional full-time firefighters; cost per new firefighter is estimated as follows: \$96,800 annual salary and benefits, \$7,800 for equipment, \$33,400 for training; this request was not recommended for 2025.
- \* \$115,000 for one (1) water suppression and fire rescue boat; this request was not recommended for 2025 as the purchase of this equipment will have on-going costs associated with the equipment use including training and programming for water rescue that is not currently part of our operations as an organization. Currently water rescue is conducted by the Seneca County Sheriff's Department and Border City Volunteer Fire Department. The request would allow the City of Geneva to support an apparatus to provide rescue or fire suppression capabilities. The addition of this capability would not need added personnel, only additional training.
- \* \$1,115,000 for one (1) new fire apparatus; this request was not recommended for 2025 and will be reviewed as part of capital plan discussions. Currently it takes 3+ years to build a fire apparatus making a ban payment not due until 2028 if orders were placed in 2025. This request would replace Engine 1111 a 19 year old apparatus that is recommended for replacement.
- \* \$30,000 for active shooter protection; this request was not recommended for 2025 as grant funding can be sought through FEMA's Homeland Security Grant Program, Assistance to Firefighters Grants, or US Department of Health and Human Services SIREN Act funding.

## Appendix B: General Fund Expenditures Itemized

\* \$15,000 for additional training funds; Training funds will include one (1) new recruit, advanced training for officer and instructors, code enforcement training, and in-service training. A recommendation to reduce the total training amount was made due to 2023 actual expenses and current year (2024) year to date spending as of July 31, 2024. If additional trainings are needed, this line can be re-evaluated and/or training expenses may come from the City Manager's training budget.

\* \$2,500 for fire prevention programming; This amount was reduced for 2025 based on actual expenses in 2023 and current spending as of 7/31/2024.

### Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Number of Calls	1,907	1,272
Number of Mutual Aid Calls	44	32
Number of Code Enforcement Visits	678	438
Cumulative Hours of Training Received by Career Staff	6,300	3,800

### 2024 Work Projects

Projects	Progress	Goal	Details
Digitizing Department Documents: Scan/digitize all department forms/documents into an easy to find folder on a computer/server.	In-Progress	75% of departmental documents are available online by December 31, 2024.	
Digital Fire Inspection Program: Code enforcement process is standardized and extra steps are eliminated.	In-Progress	Implement new standard software system by July 31, 2024.	There has been challenges with the vendor; this timeline has been adjusted to December 31, 2024.
Delivery of new fire apparatus: Replacement of outdated	Completed	New truck is delivered and in-service.	The new truck arrived in July 2024.
Communications System Upgrades: Replacement of	In-Progress	City communications are improved.	

## 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' 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	2023 Actual	2024 Budget	2025 Request	
1001 - Salary	\$ 111,712	\$ 171,096	\$ 233,485	
1004.1980-Extra Help - Farmers Market	\$ 3,485	\$ 5,000	\$ 5,000	
4013-Office Supplies	\$ 401	\$ 300	\$ 400	
4014-Conference Expense	\$ -	\$ 4,000	\$ 4,000	
4017-Copy Costs	\$ -	\$ 100	\$ 100	
4020.1980-Materials and Supplies - Farmers Mrkt.	\$ 2,219	\$ 1,500	\$ 1,500	
4028-Outside Contractors	\$ 18,152	\$ 35,000	\$ 35,000	
Farmers Mrkt.	\$ -	\$ 1,500	\$ 1,000	
4112-Events	\$ 2,679	\$ 1,000	\$ 2,000	
4112.1980-Events - Farmers Market	\$ 10,866	\$ 1,000	\$ 1,000	
4114.1980-Nutrition Programs - Farmers Mrkt.	\$ 580	\$ 4,000	\$ 2,000	
4106-Professional Development	\$ -	\$ 4,000	\$ 1,000	
4210-Community Revitalization Program	\$ -	\$ 2,000	\$ 2,000	
4211-Community Development Grants	\$ 189,000	\$ -	\$ -	
6326.4075.1713 - FL Innovation Kitchen	\$ 37,077	\$ 30,000	\$ 30,000	
6989.4028.1001 - Grant Writing	\$ 8,700	\$ 10,000	\$ 25,000	
6326.4062 - Cornell Ag & Food Tech Park	\$ -	\$ 10,000	\$ 10,000	
<b>Total Direct Costs</b>	<b>\$ 384,870</b>	<b>\$ 280,496</b>	<b>\$ 353,485</b>	

## Appendix B: General Fund Expenditures Itemized

### Notes

- \* Salary has been increased with the increase of hours for the grant coordinator which was a previous position shared with the Assessor's office. This position is partially funded with grant funding and partially funded with state and local resources.
- \* Increase extra help/seasonal rate of pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for those that have been on multiple years or are retired from the City and returning for seasonal support.
- \* Outside contractors: This funding is used for grant related support such as engineering and survey costs, community forums, consulting fees associated with community engagements, assistance for request for qualification releases, etc. This has been increased in anticipation of additional grants being sought in 2025 and beyond.

### Requests that were not recommended for 2025 by the City Manager:

- \* Additional \$2,000 for extra help was not recommended. This was not recommended in 2025 based on actual expenses from previous years and year to date spending.
- \* \$1,500 reduction in materials and supplies for the Farmer's Market. This was not recommended in 2025 based on actual expenses from previous years and year to date spending.
- \* \$8,000 for Concert Series under Events. This budget was reduced by the requested \$8,000 which is typically received as donations from local businesses. Often donations are received to offset these costs and if no-donations are received council could decide to use local funding to continue the series.

### 2024 Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Number of businesses opened Downtown	No Data	11
Value of city property sold to return to	\$0	\$281,000
Number of housing units approved by Planning Board or Code Office: new construction or major renovation.	1	15
Number of vendors at farmer's market	72 total, 26 average week	95 total, 37 average week

## Appendix B: General Fund Expenditures Itemized

### 2024 Work Projects

Projects	Progress	Goal	Details
Revolving Loan Fund: Convene committee, monitor programming, determine grant round feasibility for 2024.	In-Progress	Committee meets at least 2x in 2024; Feasibility is determined and executed if agreed upon.	As of August RLF has met twice and granted one loan in 2024, a third meeting is being planned to review policies and follow up existing loans. Loans are a reuse of CDBG funds granted to the City and loaned out in the past.
Farmer's Market Study Implementation: Develop FM Advisory Committee and determine design for future FM site, if moving forward find alternative funding.	Stopped	Decision made on FM strategy and team meets at least 2x.	This activity was stopped in February 2024 as the council retreat discussion did not lead to favorability of this implementation.
Marina to Construction: Review final design, bid construction, determine feasibility, complete construction contracting.	In-Progress	Finalize design, solicit bids, construction schedule is in place.	As of August dock system contractors have been pre-qualified and RFP is prepared for release.
Boat Launch Redesign: create bid ready documents and seek funding.	Paused: Review in Q2 2025	Grant applications is submitted for boat launch.	Paused until Marina determination is finalized.
Farmer's Market Administration: Set dates, recruit vendors, collect fees, hire and oversee extra help, support nutrition program.	In-Progress	Farmer markets are successful; 2 helpers are hired, applications are turned in on-time.	2024 Farmer's Market season has been a success, number of vendors has increased as has use of the SNAP benefits at the market providing local food to low income families.

## Appendix B: General Fund Expenditures Itemized

Projects	Progress	Goal	Details
Departmental Staffing: Bring on additional staff person to assist with community engagement, hire summer intern, consider a VISTA.	In-Progress	Staffing is increased within the department through paid and volunteer members.	PED expects to hire a Grant Coordinator and hosted 2 summer internships and started work on Volunteer Corps with LDC to involve more Geneva residents.
MicroEnterprise Assistance Program Grant: Expend all funds to MAP participants by November.	In-Progress	All funds are expended by November.	All funds allocated and tracking expenses with funded businesses.
Property Disposal: Move key properties to development and sell other properties via auction.	In-Progress	Key parcels are put out on a RFP (Crystal St. and OEO) and others are sold by auction resulting in properties back on the tax roll.	Auction went better than expected, all sold properties drew reasonable prices. More are under development that will increase the tax base and provide housing. RFQ for OEO and RFP for Crystal St. set for Q3 release.
Recreation Complex Plan: Scope a project to review the recreation complex and work with consultants on a strategy for maximizing the facility.	In-Progress	Final report and recommendations are presented to council.	Rec. Complex Plan RFP used to select contractor who kicked off work Aug. 15th, project is on track for 2024 completion.
Grant Administration: Provide coordination to existing and future grants within the City including DRI, GIGP, Marina BIG, Tunnel, Lead Service Line, CDBG, MAP and others.	In-Progress	Grants are closed out with minimum findings; clear records are ready for grant audits.	PED is currently managing 12 large grants with various reporting requirements. 1 grant was closed out in 2024, we expect one more to close soon.

## Appendix B: General Fund Expenditures Itemized

Projects	Progress	Goal	Details
IDA and LDC Staffing: Serve as paid staff to LDC and IDA. Close out existing deals, process PILOT applications, move GEDC discussions forward, coordinate a Economic Development strategy.	In-Progress	Closing on Nardozzi and Gateway parcels are complete. GEDC review is complete and a business incubation program is reviewed. Clear strategy for moving forward Economic Development is provided to council, IDA, LDC, and BID.	As of August Nardozzi and Gateway parcels are closed, IDA has also closed on benefits to DeSales. GEDC Engineering study is underway. Strategy for Economic Development will be brought to the public in late September.
Event Management: Oversee Solar Eclipse, Concert Series, City Sponsored Events, and process event applications.	In-Progress	Ensure safe events, coordinate 10 band concert series, Coordinate with partners for City sponsored events for memorial day, firemen's parade, MLK Jr. Day, etc.; receive at least \$9,000 in event fees for over 60 events.	2024 has been one of the City's largest event years in recent history, fees received are on track to exceed goal, events have been well attended and well managed.
BOA and Greenway Implementation: Seek grant funding and work with community partners to implement the BOA study information.	In-Progress	Continued progress to greenway completion.	PED continues to work with NYS Parks on our \$180k grant with significant match from Blueprint Geneva to bridge over Doran Ave., add ramp at Clark St. and clear/surface the trail from Clark to N. Exchange St.

## Appendix B: General Fund Expenditures Itemized

### Recreation – 7020/7180/7140

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	2023 Budget	2024 Budget	2025 Request	
1001 - Salary	\$ 120,357	\$ 122,707	\$ 133,773	
1004 - Extra Help	\$ 7,650	\$ 9,000	\$ 9,450	
2029 - Equipment	\$ 3,144	\$ 7,000	\$ 5,000	
4012 - Mileage/Travel	\$ 80	\$ 300	\$ 350	
4013 - Office Supplies	\$ 230	\$ 500	\$ 500	
4014 - Conferences	\$ -	\$ 3,500	\$ 2,700	
4016 - Publications/Advertising	\$ 993	\$ 1,250	\$ 1,300	
4018- Computer Costs	\$ 4,725	\$ -	\$ 2,250	
4020 - Materials & Supplies	\$ 3,688	\$ 3,500	\$ 3,675	
4021 - Vehicle Maintenance	\$ 390	\$ 1,500	\$ 1,575	
4028- Outside Contractor	\$ -	\$ -	\$ -	
4029 - Outside Facility Rental	\$ -	\$ 2,000	\$ -	
4045 - Training	\$ 555	\$ 3,000	\$ 675	
4112 - Events	\$ 16,000	\$ 16,000	\$ 16,800	
<b>Total Direct Costs</b>	<b>\$ 157,811</b>	<b>\$ 170,257</b>	<b>\$ 178,048</b>	

#### Notes

- \* Increase extra help/seasonal rate of pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for those that have been on multiple years or are retired from the City and returning for seasonal support.
- \* Umpires included in extra help line at a rate of \$40/hour.
- \* Training line includes funding for CPAC membership and CPR training. If additional trainings are needed, funds can be requested through the City Manager's training line. If a training becomes ongoing it will be added to departmental budgets in the future.
- \* Computer Costs include software for recreation systems including RecPro software.

#### Requests that were not recommended for 2025 by the City Manager:

- \* \$2,350 in additional funding for additional equipment has not been recommended due to past actual spending and YTD spending.
- \* \$50 in additional office supplies, this line remained flat at \$500 due to current spending patterns.
- \* \$2,500 in outside facility rental. This line was removed based on past spending and YTD expenses. If there are funds remaining in 2024 they may be encumbered for potential use in 2025.

## Appendix B: General Fund Expenditures Itemized

### Recreation – Summer Program - 7140

Rec- Summer Program 7140				
Budget Detail	2023 Budget	2024 Budget	2025 Request	
1004-Extra Help	\$ 17,500	\$ 25,000	\$ 27,562	
2036-Park Equipment	\$ 875	\$ 1,600	\$ 1,675	
New- Park Equipment- Fleet Mgmt	\$ -	\$ -	\$ 54,000	
4020-Materials and Supplies	\$ 2,333	\$ 2,500	\$ 3,500	
4020-Summer Rec Supplies	\$ 379	\$ 975	\$ 1,800	
4035.1002-General Maintenance	\$ 1,110	\$ 1,000	\$ 1,725	
4084-Sports Leagues	\$ 1,302	\$ 750	\$ 1,750	
<b>Total Direct Costs</b>	<b>\$ 23,499</b>	<b>\$ 31,825</b>	<b>\$ 92,012</b>	

#### Notes

\* Increase extra help/seasonal rate of pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for those that have been on multiple years or are retired from the City and returning for seasonal support. A Camp Director will also be explored for 2025 through this line. Umpires also come from this line which have a rate of \$40/hour.

\* Included in 2025 is a fleet management request for a new recreation van. As we work with the fleet manager we will utilize these funds for this vehicle.

\* Summer recreation program supplies will include full day recreation activities for the 2025 Summer Recreation season.

#### Requests that were not recommended for 2025 by the City Manager:

\* \$2,175 for Sports Leagues expansion to include flag football and co-ed softball. This increase was not recommended based on actual expenses in 2023 and YTD in 2024. However, if these leagues run in 2025 and there is larger participation than anticipated, an adjustment can be made to increase the budget based on increased revenues.

## Appendix B: General Fund Expenditures Itemized

### Recreation – Skating Complex -7180

Rec-Skating Complex		7180		
Budget Detail	2023 Budget	2024 Budget	2025 Request	
1001 - Salary	\$ 37,947	\$ 47,951	\$ 52,597	
1004 - Extra Help	\$ 54,081	\$ 55,000	\$ 61,225	
2029 - Equipment	\$ 19,409	\$ 14,500	\$ 7,000	
4016 - Publications/Advertising	\$ 461	\$ -	\$ -	
4031 - General Maintenance	\$ 11,603	\$ 13,500	\$ 14,175	
4037 - Refrigeration Maintenance	\$ 13,551	\$ 14,650	\$ 15,350	
4043 - Concession Supplies	\$ 26,186	\$ 22,000	\$ 29,200	
4071 - Dog Park	\$ 294	\$ 500	\$ 250	
4078 - Program Expenses	\$ 109	\$ 1,000	\$ 1,050	
<b>Total Direct Costs</b>	<b>\$ 163,642</b>	<b>\$ 169,101</b>	<b>\$ 180,847</b>	

#### Notes

\* Increase extra help/seasonal rate of pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for those that have been on multiple years or are retired from the City and returning for seasonal support.

\* Equipment includes Olympia Factory Reset (\$7,000).

#### Requests that were not recommended for 2025 by the City Manager:

\* \$75,000 for bench upgrades. This is not being recommended at this time. When the Recreation Complex study is complete we will review facility upgrades based on the recommendations.

\* \$275 for Dog Park Gate. This amount was reduced as the gate should be repaired in 2024 and/or funds from 2024 can be encumbered to be used in 2025 to make the repairs/upkeep.

#### 2024 Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Number of Rink Passes Sold	312	394
Number of Youth in Summer Camp	39 avg/per week over 6 weeks	50 avg/per week over 6 weeks
Number of Days per year Rink complex is in use annually*	266	301

\* The Rink Complex Year is April- March

## Appendix B: General Fund Expenditures Itemized

### 2024 Work Projects

Projects	Progress	Goal	Details
Pickleball Court: Ground work and completion of pickleball court funded in 2023.	Stopped	Create our first two stand alone courts installed and lessons occur in 2024.	This was stopped due to the funding not being encumbered for the courts from this 2023 project into 2024.
E-Bike and Scooter Share: Council is presented wtih a proposal that showcases the benefitis of e-bike and scooter share program across Geneva.	Paused: Resume action 2025	Implementation of a scooter share program that matches City code.	This has been paused for presentation in first quarter of 2025.
Recreation Advisory Board: Fill all current vacancies and proved consistent monthly meetings with the active group.	In-Progress	Provide Monthly Board reports, and Foster the Board to advised Council on the Recreation needs of our community.	Ongoing
Implement Scholarship Opportunities: Have Local Businesses support scholarship opportunites for our local youth programs within the Recreation Department for Families in need.	In-Progress	Have children enjoy programming at low or no cost to them to make sure everyone has an opportunity to utilize our programming.	Ongoing
Cameras at Rink for Recreation: Live Barn facility Camera so Families and Friends can watch our programming in the Complex	Not Started	Have Live Barn up and running for the Start of the Pro lacrosse season in May. Utilize access for summer camp.	Scheduling onsite installation date.
Recreation Complex Plan: Scope a project to review the recreation complex and work with consultants on a strategy for maximizing the facility.	In-Progress	Focus on community engagement and have final report by consultant.	Currently working with PED and Outside consultant.
Partnership with Pro Lacrosse Seneca Lake Serpents: have an Agreement to be the Serpents Home facility for Tryouts, Practices and Contest at the Complex.	In-Progress	Complete inaugural season of Seneca Serpents.	Great Success. We Hosted Tryouts, Practices and Regular season contests.

## 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.

Information Technology		1680		
Budget Detail	2023 Actual	2024 Budget	2025 Request	
1001 - Salary	\$ 158,980	\$ 160,186	\$ 233,464	
1004- Extra Help	\$ 5,698	\$ 5,000	\$ -	
4065 - Public Access TV	\$ 4,750	\$ 6,500	\$ 6,500	
2029 - Equipment	\$ 79,468	\$ 60,000	\$ 15,000	
New-Equipment Fleet Mgmt.	\$ -	\$ -	\$ 32,000	
4010 - Telephone	\$ 74,070	\$ 74,000	\$ 76,000	
4017 - Copy Costs	\$ 17,208	\$ 18,000	\$ 19,000	
4018 - Computer Costs	\$ 44,709	\$ 35,000	\$ 35,000	
4021- Mileage/Vehicle Costs	\$ 235	\$ 2,000	\$ 2,000	
4028 - Network Security	\$ 70,235	\$ 40,000	\$ 60,000	
4041 - Website Maintenance	\$ 8,891	\$ 9,000	\$ 9,500	
4046 - Miscellaneous	\$ 4,555	\$ 2,000	\$ 2,000	
4116- Subscriptions	\$ 39,858	\$ 60,250	\$ 81,000	
<b>Total Direct Costs</b>	<b>\$ 508,656</b>	<b>\$ 471,936</b>	<b>\$ 571,464</b>	

### Notes

\* Recommended increasing the IT staffing by .5 FTE for the City of Geneva. This will result in 1.5 full time equivalent hours shared over three people. This department is shared by the City of Canandaigua and the costs above reflect only City of Geneva expenses.

\* A fleet vehicle line has been developed above as a placeholder for the purchase of a replacement vehicle for the IT Director. As we explore fleet management options in 2025 this vehicle will be one of the first replaced through this process. This placeholder amount is \$32,000.

\* Subscriptions are for a variety of items for all city employees including security software, Microsoft Office, Email, and others.

### Requests that were not recommended for 2025 by the City Manager:

\* Extra help has been removed as the new shared position with the City of Canandaigua should remove the need for extra help in 2025.

## Appendix B: General Fund Expenditures Itemized

### 2024 Key Metrics

Metric	2023	2024 YTD (1/24 - 8/1/24)
Number of phishing tests opened by staff	134 email sent/ 25 clicked/ 18.66%	N/A
Number of cameras installed and maintained	14 new/53 Total	8 new/ 2 replacements/61 Total
Technology cost per user	148 users/ \$3,436	150/ \$3,146
PC new/replacement	43	19

### 2024 Work Projects

Projects	Progress	Goal	Details
Update Web filter	Paused until 2025	100% of filters are cloud based	With increasing prices for the licensing we are postponed this project until 2025 and we are exploring different options.
Citywide Cabling	In-Progress	100% of cables are secured and switch closets are cleaned.	In Progress
IT related policy updates	In-Progress	Policies are in place for phone use, personal devices, and disaster recovery plans.	Reviewing current policies.
Police Department Access Doors	In-Progress	Switches are replaced and all settings are migrated.	The El. Access to the switch closet is in place. Replacing switch one by one as needed, cabling and documentation is in process.

## Appendix B: General Fund Expenditures Itemized

### Public Works – 1440/5140/7110/8664

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	2023 Budget	2024 Budget	2025 Request	
1001 - Salary	\$ 221,428	\$ 246,316	\$ 310,995	
4013 - Office Supplies	\$ 1,024	\$ 1,000	\$ 1,000	
4014 - Conferences	\$ 68	\$ 500	\$ 500	
4016 - Publications/Advertising	\$ 544	\$ 2,000	\$ 2,000	
4021 - Mileage/Vehicle Costs	\$ 8	\$ 2,000	\$ -	
4035 - General Maintenance	\$ 56,350	\$ -	\$ -	
4091 - Engineering Survey Costs	\$ 34,087	\$ 105,000	\$ 230,000	
<b>Total Direct Costs</b>	<b>\$ 313,507</b>	<b>\$ 356,816</b>	<b>\$ 544,495</b>	

#### Notes

- \* The salary line includes the addition of a second administrative assistant for the Department. The Responsibilities of this new position will include coordination of FEMA reimbursement documents, support to DPW supervisors for preparing reports, fiscal monitoring, and customer service.
- \* NYCOM DPW training in Fall 2025 will be out of the City Manager's training line, if this becomes an on-going expense it will be added to future Engineering budgets.
- \* \$230,000 in Engineering Survey cost breakdown includes funding for tree inventory (\$85,000); Survey of John St, Rose St., Folger St. and begin review of design work for Cherry St., Elmwood St., and Clinton St. (\$100,000); Costs for Feasibility and Costing Study of DPW Facility (\$45,000).

#### Requests that were not recommended for 2025 by the City Manager:

- \* 1 new vehicles for \$46,000 for DPW Director; This was not recommended at this time as we explore fleet management options, we will review current conditions and create a replacement plan as determined by the fleet manager. The vehicle requested for replacement is a 2015 Ford Escape.
- \* Additional \$100,000 for design work for Cherry St., Elmwood St., and Clinton St. This design work is key to the capital project and should occur in 2026 to maintain the capital schedule.
- \* Salary increases for the Director at an additional 5% increase. Management employees and management benefits were reviewed in 2024 and a process has been put in place to ensure competitive salaries and benefits for supervisors. As part of this process no management employee will receive a increase less than the lowest ratified contract in 2025 and follow a 3 year plan to ensure salaries are competitive.
- \* Overtime payment for the Jr. Engineer. This was not recommended as this staff member is a salaried employee and the work on Castle Street for survey and design is part of the scope of work for salaried employees.

## Appendix B: General Fund Expenditures Itemized

### 2024 Key Metrics

Metric	2023	2024 YTD (1/24 - 7/1/24)
Number and Lane Miles Street Improvements.	17 Streets; 8.94 Miles	20 Streets; 6.92 Miles*
Number ROW Permits	29	20
Number of Tree Complaints Reviewed	297	143

\* includes negotiated NYSDEC Foundry Repaving

### 2024 Work Projects

Projects	Progress	Goal	Details
Storm Task Force and Ordinances: Recommend ordinance for sump pump drain connections.	In-Progress	Recommendations to council by November 2024	Task force has met and report will be completed in November.
Castle Street Reconstruction: Design and bid Castle St. from Main St. to Brook St. Survey	In-Progress	Both design and survey were 100% completed by June 2024.	Awaiting bid.
DRI Marina Project. Finalize marina plan.	In-Progress	Revenues received from completed marina.	BID to go out in October 2024.
Clinton Street Reconstruction: Design Clinton Street.	In-Progress	Incorporate design criteria that address critical issues, improves infrastructure, rideability and pedestrian and vehicle safety.	Design continues.
Create ordinance for revenue generation on real property development.	Paused.	Generate revenue stream from new development projects to be applied toward positively impacting the entire community.	To work with Code and Economic Development staff on this.

## Appendix B: General Fund Expenditures Itemized

Code Enforcement & Development 8664				
Budget Detail	2023 Budget	2024 Budget	2025 Request	
1001 - Salary	\$ 268,989	\$ 270,489	\$ 285,075	
4013 - Office Supplies	\$ 896	\$ 1,800	\$ 3,000	
4014 - Conferences	\$ 1,970	\$ 2,500	\$ 2,000	
4016 - Publications/Advertising	\$ 389	\$ 1,500	\$ 1,500	
New- Computer Cost	\$ -	\$ -	\$ 20,500	
4017 - Copy Costs	\$ -	\$ 300	\$ 300	
4021 - Mileage/Vehicle Costs	\$ 1,115	\$ 2,500	\$ 3,000	
4115- Court Filing Fees	\$ 12,507	\$ 2,500	\$ 10,000	
8010.4046 - Zoning Board	\$ 1,782	\$ 1,700	\$ 1,800	
8020.4046 - Planning Board	\$ 1,982	\$ 1,700	\$ 1,800	
<b>Total Direct Costs</b>	<b>\$ 289,631</b>	<b>\$ 284,989</b>	<b>\$ 328,975</b>	

### Notes

\* Computer costs will include funding for Tough Book Tablets (\$4,000); three years of the cloud based code enforcement software (\$8,000 per year); and subscription for STR software (\$8,500).

\* Office Supplies includes regulatory books in addition to office supplies.

### Requests that were not recommended for 2025 by the City Manager:

- \* 1 new vehicles for \$36,000 for code enforcement fleet; This was not recommended at this time as we explore fleet management options, we will review current conditions and create a replacement plan as recommended
- \* \$500 reduction in Conference line to reflect actual 2024 spending. If additional training funds are needed then the division can explore utilizing the City Manager's training expense line.

### 2024 Key Metrics

Metric	2023	2024 YTD (1/24 - 7/1/24)
Number of Code Complaints Acted On	541	389
Number of Property Enforcements	498	390
Number Court Cases	13	4

### 2024 Work Projects

Projects	Progress	Goal	Details
Continued Implementation of proactive enforcement	In-Progress	Continue to enforce code ordinances.	Began implementing new tools for appearance tickets in September.
Implementation of the Short Term Rental Ordinance	In-Progress	Begin STR program in Q2 2024.	Due to changes in STR program implementation to begin in Q4 2024.

## Appendix B: General Fund Expenditures Itemized

### Public Works – 1440/5140/7110/8664

Budget Detail	Highway	5140	
	2023 Budget	2024 Budget	2025 Request
1001 - Salary	396,215	475,672	425,703
1002 - Overtime	40,059	61,800	60,000
1004 - Extra Help	13,178	7,500	7,200
2029 - Equipment	60,993	20,000	460,000
4013 - Office Supplies	191	500	250
4020 - Materials & Supplies	32,594	30,000	30,000
4021 - Mileage/Vehicle Costs	48,602	45,000	30,000
4023-Materials and Supplies			
Storm Mgmt.	197,867	-	-
4024 - Staff Clothing Allowance	2,485	4,000	4,300
4025 - Street			
Repair/Maintenance	80,175	150,000	100,000
4028 - Outside Contractors	113,070	100,000	100,000
4030 - Utility Costs	-	-	-
4031 - Building Repair	10,095	2,500	3,500
*New* - Outside Facility Rental	-	4,000	4,000
4035 - General Maintenance	48,145	35,000	35,000
4044 - Rights of Way	1,687	2,000	1,500
4054 - Tree			
Trimming/Replacement	129,070	150,000	125,000
4056 - Snow Removal/Salt	75,867	140,000	120,000
<b>Total Direct Costs</b>	<b>\$ 1,250,291</b>	<b>\$ 1,227,972</b>	<b>\$ 1,506,453</b>

#### Notes

- \* Increase extra help/seasonal rate of pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for those that have been on multiple years or are retired from the City and returning for seasonal support.
- \* Equipment to be purchased in 2025 includes: \$230,000 Salt Truck, \$30,000 for misc. for equipment for small tools and supplies, \$150,000 Bucket Truck, \$50,000 for Asphalt Roller.
- \* Tree service has been reduced by \$25,000 from 2024 due to increasing expenses elsewhere.
- \* Snow removal and salt has been decreased due to current spending patterns.

#### Requests that were not recommended for 2025 by the City Manager:

- \* \$37,700 to create a second highway supervisor vs. the current hierarchy of Supervisor and Assistant Supervisor. This initially was not recommended by the Director of Public Works and is also not recommended by the City Manager.
- \* \$250,000 for a plow truck. When discussing the order of priority of equipment replacement, the Director of Public Works felt a replacement salt truck was more crucial to operations at this time.
- \* \$15,000 Reduction for mileage and vehicle costs to reflect actual costs being incurred in current year.

## Appendix B: General Fund Expenditures Itemized

### 2024 Key Metrics

Metric	2023	2024 YTD (1/24 - 7/1/24)
Number Street Sweeper Trips	100 Days	80 Days
Number of Winter Trips Snow/De-ice days	32	22
Extreme Weather Debris Cleanup Events	5	5
Collected Tree Yard Debris	19,000CY = 1,583 Loads	2Q24 - 11,000CY = 917 Loads
Collected Food Scraps Diverted from Landfill	208 Totes = 13.3 Tons	2Q24 - 136 Totes = 8.7 Tons

### 2024 Work Projects

Projects	Progress	Goal	Details
Castle Creek Debris Removal	In-Progress	Creek debris is removed	Debris has been removed and is an on-going challenge with continued storms.
Winter Operations	In-Progress	Safe roadways, sidewalks, etc.	Roads were maintained in any 2023-24 storms.
Spring Yard and Debris Pick Up	In-Progress	Debris is removed	Debris has been removed and is an on-going challenge with continued storms.
Fall Yard and Leaves Debris Pick Up	In-Progress	Debris is removed	
Street Resurfacing Program	In-Progress	Improve asphalt pavement street surfaces	Resurfacing occurred on 7 total miles of streets.
Urban Forestry Street Tree Pruning	In-Progress	Trees are pruned	Tree management will occur in Q3/Q4 2024.

Appendix B: General Fund Expenditures Itemized

Public Works – 1440/5140/7110/8664

		Buildings & Grounds	7110	
Budget Detail		2023 Budget	2024 Budget	2025 Request
1001 - Salary	\$	524,672	\$ 604,329	\$ 613,447
1002 - Overtime	\$	13,981	\$ 15,300	\$ 22,000
1004 - Extra Help	\$	57,788	\$ 45,000	\$ 45,000
2029 - Equipment	\$	154,625	\$ 95,000	\$ 43,500
4020 - Materials & Supplies	\$	34,272	\$ 40,000	\$ 30,000
4020.3771- Materials and Supplies - Memorial Bench	\$	-	\$ -	\$ -
4021 - Mileage/Vehicle Costs	\$	3,022	\$ 2,500	\$ 2,000
4024 - Staff Clothing Allowance	\$	3,038	\$ 2,400	\$ 2,700
4028 - Outside Contractors	\$	72,038	\$ 75,000	\$ 80,000
4031 - Building Repair	\$	48,331	\$ 45,000	\$ 40,000
4035 - General Maintenance	\$	11,567	\$ 15,000	\$ 15,000
4037 - Property Maintenance	\$	24,462	\$ 20,000	\$ 20,000
4044 - Ground Maintenance	\$	46,580	\$ 50,000	\$ 250,000
4045 - Training	\$	988	\$ 500	\$ 500
4047 - Lakefront Building	\$	6,570	\$ 75,000	\$ 340,000
<i>New-Public Safety Building</i>	\$	-	\$ -	\$ 113,500
<i>New-City Hall Building</i>	\$	-	\$ -	\$ 241,000
<i>New-Fire Hall</i>	\$	-	\$ -	\$ 93,000
<i>New-DPW Buildings</i>	\$	-	\$ -	\$ 60,000
<i>New-Recreation Buildings</i>	\$	-	\$ -	\$ -
<i>New-Parks</i>	\$	-	\$ -	\$ 77,000
4055 - McDonough Park Costs	\$	10,352	\$ 15,000	\$ 10,000
<b>Total Direct Costs</b>	<b>\$</b>	<b>1,012,285</b>	<b>\$ 1,100,029</b>	<b>\$ 2,098,647</b>

## Appendix B: General Fund Expenditures Itemized

### Notes

\* Increased rates for extra help/seasonal pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for those that have been on multiple years or are retired from the City and returning for seasonal support.

\* New lines have been created to allocate all significant costs associated with city facility maintenances into one department vs. disbursed among various different departments. The improvements are detailed below.

City Hall: Additional funds for Capital Improvement City Hall Window project (\$200K); 3rd Floor and 2nd Floor updates (\$15,000), Boiler and Corresponding Software (\$26,000);

Public safety building: Roof top unit (\$35,000), Sally Port Door Replacement (\$25,000), Pole Barn Gutters (\$10,000), Duct Cleaning (\$13,000), Carpet (\$5,000), Paving (\$25,000)

Fire House: Roof replacement (\$60,000), Miscellaneous repairs (\$15,000), security system upgrade (\$18,000);

DPW at North Genesee: Roof Repair over shop (\$30,000)

Parks and Playgrounds: Neider Park basketball Court repair and painting (\$20K), Brook Street Tennis Court repair and painting (\$20K), Replacement park entrance signs (\$5K) and City limit entrance signs (\$10k)

Recreation Complex: This does not have current funds allocated as we await the results of the complex study.

Lakefront Park & Building: replacement of glass doors (\$55,000), repair existing lakefront shade structures (\$30K), replacing lakefront gazebo (\$120K) in partnership with Geneva Community Projects (\$30K), Roof Top Unit (\$20,000), Ducts (\$5,000); remaining funds are for standard cleaning

\* Mileage and Vehicle costs were reduced to reflect actual costs being incurred in current year.

\* 2025 will be a pilot year to provide an outside contractor with vegetation control experience the opportunity to maintain the landscaping and weeding of the Cities DRI projects and pocket parks. This contract will be for no more than \$200,000 for maintenance of these areas from April - November.

\* Equipment Line funds include purchasing: One Zero Turn Mower (\$40,000), Front Clam Bucket (\$3,500)

### **Requests that were not recommended for 2025 funding by the City Manager:**

\$110,000 for construction of a new pole barn. This request has not been recommended. Within the Engineering department funding has been recommended to work with an outside firm to look at the feasibility and cost of the development of a DPW facility, co-locating current operations into one space, utilizing local funds and FlexTech state funding model.

\$40,000 for a second zero turn mower and \$60,000 pick up plow; \$8,500 trailer; these were not recommended for 2025 and should be reviewed in future years.

## Appendix B: General Fund Expenditures Itemized

### 2024 Key Metrics

Metric	2023	2024 YTD (1/24 - 7/1/24)
Number of Parks and Acres Maintained	15 Parks, 108 Acres	15 Parks, 108 Acres
Number of Cemeteries and Acres Maintained	2 Cemeteries, 71 Acres	2 Cemeteries, 71 Acres
Number of Burials/Full/Cremations	74 Burials 31 F / 43 C	42 Burials 18 F/ 23 C

### 2024 Work Projects

Projects	Progress	Goal	Details
Upgrade McDonough Park	In-Progress	Update on deferred maintenance to city properties	Continue to provide maintenance to McDonough.
Roadwork & drainage improvement at Glenwood Cemetery	In-Progress	Improve access for cemetery visitors and reduce maintenance needs for staff	Storms have impacted the cemetery. Working to improve drainage.
Council chambers construction and City Hall	Completed	Create new chambers for council.	Completed in Q1 2024.
Certified playground inspector training and testing	In-Progress	Review to create safer playgrounds for equipment users and work on vegetation control.	All playgrounds were reviewed.

Appendix B: General Fund Expenditures Itemized

Miscellaneous - General Fund

<b>Misc. - General Fund</b>				
<b>Budget Detail</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Request</b>	
1640.4046 - Gas and Oil	\$ 80,430	\$ 80,000	\$ 86,400	
1910.4046- Insurance	\$ 280,971	\$ 270,000	\$ 310,500	
5182.4030- Utility Costs	\$ 398,182	\$ 295,000	\$ 400,000	
9010.8071 - Employee Retirement	\$ 334,977	\$ 337,439	\$ 499,966	
901.8071-PFRS Retirement Expense	\$ 1,221,756	\$ 1,240,364	\$ 1,622,200	
9030.8017- Employee Social Security	\$ 609,512	\$ 651,233	\$ 686,727	
9060.8072 - Employee Health Insurances	\$ 966,366	\$ 934,499	\$ 1,068,618	
9060.8073 - Retiree Health Insurance	\$ 916,802	\$ 936,931	\$ 969,247	
<b>Total Direct Costs</b>	<b>\$ 4,808,996</b>	<b>\$ 4,745,466</b>	<b>\$ 5,643,658</b>	

Appendix B: General Fund Expenditures Itemized

Debt Service - General Fund

Debt Service - General Fund				
Budget Detail	2023 Actual	2024 Budget	2025 Request	
9710.6000-Debt Principal, Serial Bonds	\$ 1,115,620	\$ 900,000	\$ 1,093,500	
9710.7000-Debt Interest, Serial Bonds	\$ 207,995	\$ 182,404	\$ 265,319	
9730.6000-BAN Principal	\$ 560,000	\$ 870,000	\$ 375,000	
9730.7000-BAN Interest	\$ 410,282	\$ 402,526	\$ 236,915	
9785.6000-Installment purchase debt, Principal	\$ 244,536	\$ 234,063	\$ 255,477	
9785.7000-Installment purchase debt, Interest	\$ 46,791	\$ 57,264	\$ 35,850	
<b>Total Direct Costs</b>	<b>\$ 2,585,224</b>	<b>\$ 2,646,257</b>	<b>\$ 2,262,061</b>	

## Appendix C: Water Fund Itemized

### 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.

**2025 Water Rate Table**

<b>Size of Meter in Inches (In)</b>	<b>Water Allowance in Gallons</b>	<b>Minimum Charge</b>	<b>Per Gallon Over Min.</b>
5/8	4,000	\$33.29	\$0.00603
3/4	8,000	\$66.57	\$0.00621
1	15,000	\$124.85	\$0.00639
1.5	34,000	\$282.96	\$0.00659
2	60,000	\$499.34	\$0.00678
3	120,000	\$998.69	\$0.00698
4	184,000	\$1,531.31	\$0.00720
6	371,000	\$3,087.60	\$0.00741
8	634,000	\$5,276.38	\$0.00763

<b>Size of Meter in Inches (Out)</b>	<b>Water Allowance in Gallons</b>	<b>Minimum Charge</b>	<b>Per Gallon Over Min.</b>
5/8	4,000	\$57.84	\$0.01000
3/4	8,000	\$115.68	\$0.01000
1	15,000	\$234.33	\$0.01050
1.5	90,000	\$531.15	\$0.01050
2	105,000	\$937.33	\$0.01102
3	120,000	\$1,874.63	\$0.01102
4	210,000	\$2,446.76	\$0.01102
6	419,000	\$4,933.40	\$0.01102
8	715,000	\$8,430.66	\$0.01102

## Appendix C: Water Fund Itemized

### Water Maintenance/Treatment - 8310/8320

Water Revenues				
Budget Detail	2023 Actual	2024 Budget	2025 Request	
2401-Interest and Earnings	\$ 17,054	\$ 13,000	\$ 70,312	
2770-Miscellaneous Revenue	\$ 18,058	\$ 20,000	\$ 18,000	
5031-Interfund Transfers	\$ -	\$ 182,000	\$ -	
5032-Capital Reserve Revenues	\$ -	\$ 51,000	\$ -	
2140- Metered Sales	\$ 3,183,191	\$ 3,115,500	\$ 3,134,187	
2144-Water Service Charges	\$ 4,325	\$ 4,500	\$ 4,500	
2148-Interest and Penalties on Water Rent	\$ 114,529	\$ 90,000	\$ 90,000	
<b>Total Direct Costs</b>	<b>\$ 3,337,156</b>	<b>\$ 3,476,000</b>	<b>\$ 3,316,999</b>	

Water Maintenance 8310				
Budget Detail	2023 Actual	2024 Budget	2025 Request	
1001 - Salary	\$ 495,305	\$ 522,053	\$ 504,745	
1002 - Overtime	\$ 40,488	\$ 34,680	\$ 40,000	
1004 - Extra Help	\$ 6,497	\$ 7,500	\$ 7,200	
2029 - Equipment	\$ 43,325	\$ 45,000	\$ 3,000	
4011 - Postage	\$ 11,888	\$ 6,000	\$ 6,000	
4013 - Office Supplies	\$ 311	\$ 500	\$ 500	
4014 - Conferences	\$ -	\$ 500	\$ 500	
4018 - Computer Costs	\$ -	\$ 1,500	\$ 1,500	
4020 - Materials & Supplies	\$ 22,356	\$ 20,000	\$ 22,000	
4021 - Vehicle Costs	\$ 11,019	\$ 12,000	\$ 12,000	
4024 - Staff Clothing	\$ 1,795	\$ 2,200	\$ 2,500	
4025 - Street Maintenance	\$ 6,774	\$ 20,000	\$ 20,000	
4031 - Building Maintenance	\$ 11,139	\$ 1,000	\$ 5,000	
4045 - Training	\$ 2,000	\$ 2,500	\$ 2,500	
4048 - Water Service Supplies	\$ 46,862	\$ 35,000	\$ 35,000	
4049 - Meter Repairs	\$ 488	\$ 2,000	\$ 2,000	
4050 - New Meters	\$ 17,614	\$ 21,000	\$ 15,500	
4051 - Mains/Valves/Hydrants	\$ 34,963	\$ 35,000	\$ 35,000	
4091 - Leak Detection Survey	\$ -	\$ 5,000	\$ 2,000	
<b>Total Direct Costs</b>	<b>\$ 752,823</b>	<b>\$ 773,433</b>	<b>\$ 716,945</b>	

#### Notes

\* Increase extra help/seasonal rate of pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for

\* Equipment to be purchased in 2025 includes only small equipment items.

#### Requests that were not recommended for 2025 by the City Manager:

\* \$227,000 for a dump truck to replace the current truck which is a 2014 and has a mileage of 55,758. This is not recommended for 2025 and should be reviewed again in 2026.

## Appendix C: Water Fund Itemized

Water Plant 8320				
Budget Detail	2023 Actual	2024 Budget	2025 Request	
1001 - Salary	\$ 334,531	\$ 345,193	\$ 348,632	
1002 - Overtime	\$ 49,776	\$ 56,100	\$ 50,000	
2029 - Equipment	\$ 25,067	\$ 2,500	\$ 2,500	
4013 - Office Supplies	\$ 1,332	\$ 500	\$ 500	
4018 - Computer Costs	\$ 19,793	\$ 20,000	\$ 20,000	
4020 - Materials & Supplies	\$ 10,052	\$ 10,000	\$ 12,000	
4021 - Vehicle Maintenance	\$ 588	\$ 1,500	\$ 1,500	
4023 - Chemical Costs	\$ 56,712	\$ 60,000	\$ 60,000	
4024 - Staff Clothing	\$ 1,173	\$ 1,500	\$ 1,500	
4026 - Phosphate Costs	\$ 12,470	\$ 10,000	\$ 10,000	
4028 - Seneca Watershed Inter.	\$ 4,785	\$ 5,053	\$ 5,300	
4031 - Building Repair	\$ 48,474	\$ 7,500	\$ 7,500	
4032 - Lab Supplies/Testing	\$ 22,208	\$ 25,000	\$ 30,000	
4033 - Town Sewer Charges	\$ 17,576	\$ 18,000	\$ 18,000	
4035 - Equipment Maintenance	\$ 30,956	\$ 25,000	\$ 25,000	
4045 - Training	\$ 3,858	\$ 5,000	\$ 5,000	
4052 - Booster Station Costs	\$ 874	\$ -	\$ 500	
4079 -Sand Filter	\$ 572	\$ -	\$ 500	
4110 - Engineering Costs	\$ 96,048	\$ 165,000	\$ 65,000	
<b>Total Direct Costs</b>	<b>\$ 736,844</b>	<b>\$ 757,846</b>	<b>\$ 663,432</b>	

### Notes

- \* Increase in overtime is due to contractual obligations pending salary increases.
- \* Increase extra help/seasonal rate of pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for those that have been on multiple years or are retired from the City and returning for seasonal support.
- \* Equipment to be purchased in 2025 includes only small equipment items including monitoring system.
- \* Engineering costs will include a domestic water study which will launch in Q1 of 2025.

**All requests were recommended by the City Manager for 2025.**

### 2024 Key Metrics

Metric	2023	2024 YTD (1/24 - 7/1/24)
Amount of Water Produced Daily/Annually	1,620,000 Gallons Per Day - 592,840,000 Gallons Per Year	
PFOA Quantities Vs Regulatory Limits Action Limits 4ng/l	1.9 ng/l	1.8 ng/l
PFOS Quantities Vs Regulatory Limits Action Limits 4ng/l	0.73 ng/l	1.1 ng/l
Number Hydrants Flushed Valves Exercised	619 Each Hyd; 239 Each Vlv	621 Each Hyd; 78 Each Vlv
Number of Water Break Repairs	23	24
Number of Day Book Service Calls	512	438

## Appendix C: Water Fund Itemized

### 2024 Work Projects

Projects	Progress	Goal	Details
EPA Unregulated contaminant monitoring	In-Progress	Meet or exceed regulatory requirements with continued development of trained and skilled WTP staff.	Have continued to maintain monitoring.
Stablize, repair, and repoint WTP buildings	In-Progress	Facilities are kept up to date.	Facilities have been kept up to date and repairs made as needed.
GAC and Disinfectant Engineering Study	In-Progress	Completion of study with layout of next steps.	
Design and implement hydrant flushing program	In-Progress	Program implementation and flushing of 75% of hydrants in the city.	Hydrants continued to be flushed and valves repalced.
Inspection of lead water service replacement	In-Progress	Prepare and maintain a complete water service inventory list based on anticipated EPA and NYSDOH regulatory changes to Lead and Copper Water Service Line Rules.	Water service inventory list has been maintained and updated.
Complete water service disconnects	In-Progress	Complete water disconnects in a timely fashion.	Water disconnects have been completed.
Collect quarterly water meter readings	In-Progress	Collect water meter readings on a quarterly basis.	Readings have been collected.
Replacement of water meters (capital project)	In-Progress	Meters will be replaced with a new system.	Replacements continue.

## Appendix C: Water Fund Itemized

### Miscellaneous & Debt Service -Water Fund

<b>Miscellaneous - Water Fund</b>				
<b>Budget Detail</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Request</b>	
1640-4046 - Gas & Oil	\$ 59,245	\$ 45,000	\$ 65,000.00	
1910.4007 - Insurance	\$ 52,882	\$ 52,500	\$ 55,500.00	
8310.4019- Audit Fees	\$ 10,500	\$ 11,000	\$ 13,000.00	
8310.4030- Utility Costs	\$ 138,374	\$ 135,000	\$ 142,000.00	
8320.4053 -Taxes	\$ 103,232	\$ 125,000	\$ 105,000.00	
9010.8071 - Employee Retirement	\$ 117,948	\$ 90,955	\$ 166,655.20	
9030.80170 - Employee Social Security	\$ 68,559	\$ 63,067	\$ 52,227.00	
9060.8072 - Employee Health Insurances	\$ 161,647	\$ 91,523	\$ 76,335.00	
9060.8073 Retiree Health Insurance	\$ 68,027	\$ 62,223	\$ 63,414.00	
9901.9000 - Transfer to General Fund	\$ 180,000	\$ -	\$ -	
<b>Total Direct Costs</b>	<b>\$ 960,413</b>	<b>\$ 676,268</b>	<b>\$ 739,131</b>	

<b>Debt Service - Water Fund</b>				
<b>Budget Detail</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Request</b>	
002.9710.6000-Debt Principal, Serial Bond	\$ 686,775	\$ 712,490	\$ 721,310	
002.9710.7000-Debt Interest, Serial Bond	\$ 240,298	\$ 221,177	\$ 224,793	
002.9730.6000-BAN Principal	\$ 55,000	\$ 190,000	\$ 145,000	
002.9730.7000-BAN Interest	\$ 41,883	\$ 109,414	\$ 71,836	
002.9785.6000-Installment Purchase Debt, Principal	\$ 28,930	\$ 27,691	\$ 30,224	
002.9785.7000-Installment Purchase Debt, Interest	\$ 5,536	\$ 6,775	\$ 4,328	
<b>Total Direct Costs</b>	<b>\$ 1,058,422</b>	<b>\$ 1,267,547</b>	<b>\$ 1,197,491</b>	

## Appendix D: Sewer Fund Itemized

### 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.

**2025 Sewer Rate Table**

<b>Size of Meter in Inches (In)</b>	<b>Water Allowance in Gallons</b>	<b>Minimum Charge</b>	<b>Per Gallon Over Min.</b>
5/8	4,000	\$60.19	\$0.01003
3/4	8,000	\$120.37	\$0.01032
1	15,000	\$225.71	\$0.01064
1.5	34,000	\$511.59	\$0.01095
2	60,000	\$902.81	\$0.01129
3	120,000	\$1,805.62	\$0.01162
4	184,000	\$2,768.64	\$0.01198
6	371,000	\$5,582.40	\$0.01233
8	634,000	\$9,539.74	\$0.01270

<b>Size of Meter in Inches (Out)</b>	<b>Water Allowance in Gallons</b>	<b>Minimum Charge</b>	<b>Per Gallon Over Min.</b>
5/8	4,000	\$99.92	\$0.01044
3/4	8,000	\$199.82	\$0.01077
1	15,000	\$374.67	\$0.01108
1.5	34,000	\$849.25	\$0.01142
2	60,000	\$1,498.67	\$0.01175
3	120,000	\$2,997.35	\$0.01211
4	184,000	\$4,595.92	\$0.01247
6	371,000	\$9,266.79	\$0.01284
8	634,000	\$15,835.97	\$0.01324

## Appendix D: Sewer Fund Itemized

Sewer Revenues				
Budget Detail	2023 Actual	2024 Budget	2025 Request	
0982-Miscellaneous Income	\$ 98,096	\$ 80,000	\$ 100,000	
2122-Sewer Charges	\$ 4,246,622	\$ 3,746,500	\$ 4,207,406	
2374-Sewer Services / Other Govt.	\$ 737,362	\$ 786,068	\$ 825,000	
2401-Interest & Earnings	\$ 12,075	\$ 2,000	\$ 97,392	
2590-Permits, Other	\$ 126,959	\$ 150,000	\$ 125,000	
3501- State Aid	\$ 359,386	\$ -	\$ 180,000	
5031-Interfund Transfers	\$ -	\$ 341,000	\$ -	
5032-Capital Reserve Revenue	\$ -	\$ 150,000	\$ -	
<b>Total Direct Costs</b>	<b>\$ 5,580,500</b>	<b>\$ 5,255,568</b>	<b>\$ 5,534,798</b>	

Sewer Maintenance 8110				
Budget Detail	2023 Actual	2024 Budget	2025 Request	
1001 - Salary	\$ 460,083	\$ 576,241	\$ 572,594	
1002 - Overtime	\$ 6,450	\$ 5,100	\$ 5,100	
1004 - Extra Help	\$ -	\$ 5,000	\$ 7,200	
2029 - Equipment	\$ 414,386	\$ 25,000	\$ 180,000	
4020 - Materials & Supplies	\$ 15,911	\$ 10,000	\$ 10,000	
4021 - Vehicle Repair/Maintenance	\$ 3,441	\$ 4,000	\$ 4,000	
4024 - Staff Clothing Allowance	\$ 1,399	\$ 2,300	\$ 2,600	
4025 - Street Repair/Maintenance	\$ 4,380	\$ 7,500	\$ 7,500	
4028 - Outside Contractors	\$ 18,845	\$ 25,000	\$ 25,000	
4031 - Building Repair/Maintenance	\$ 10,043	\$ 5,000	\$ 5,000	
4036 - Catch Basin Maintenance	\$ 8,245	\$ 2,500	\$ 5,000	
New - Rent	\$ -	\$ 4,000	\$ 4,000	
4038 - Sewer Repairs	\$ 115,120	\$ 75,000	\$ 60,000	
4041 - Rights of Way	\$ 500	\$ 500	\$ 500	
4045 - Training	\$ 588	\$ 500	\$ 500	
4143 - Preventative Maintenance	\$ -	\$ 10,000	\$ 12,500	
<b>Total Direct Costs</b>	<b>\$ 1,059,392</b>	<b>\$ 757,641</b>	<b>\$ 901,494</b>	

### Notes

- \* Increase in overtime is due to contractual obligations pending salary increases.
- \* Increase extra help/seasonal rate of pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for those that have been on multiple years or are retired from the City and returning for seasonal support.
- \* Equipment to be purchased in 2025 includes \$180,000 for backhoe.
- \* Outside contractors includes funding for sewerizing televising and clean out work.
- \* Preventative maintenance includes funding for cutting roots.

## Appendix D: Sewer Fund Itemized

### Requests that were not recommended for 2025 by the City Manager:

\* \$100,000 for a sewer truck camera was not recommended for 2025.

\* \$250,000 for a plow truck was not included at this time. A salt truck has been included under the highway budget.

Wastewater Treatment Plant 8130				
Budget Detail	2023 Actual	2024 Budget	2025 Request	
1001 - Salary	\$ 674,380	\$ 636,449	\$ 646,238	
1002 - Overtime	\$ 37,688	\$ 34,680	\$ 35,000	
1004 - Extra Help	\$ -	\$ 5,000	\$ 7,200	
2029 - Equipment	\$ 452,733	\$ 125,000	\$ 205,000	
4011 - Postage	\$ 9,921	\$ 9,000	\$ 9,000	
4013 - Office Supplies	\$ 484	\$ 1,000	\$ 750	
4014 - Conferences	\$ -	\$ 500	\$ 500	
4018 - Computer Costs	\$ 17,493	\$ 12,000	\$ 15,000	
4020 - Materials & Supplies	\$ 31,622	\$ 30,000	\$ 30,000	
4021 - Mileage/ Vehicle cost	\$ 4,969	\$ 5,000	\$ 5,000	
4023 - Chemical Costs	\$ 90,822	\$ 100,000	\$ 110,000	
4024 - Staff Clothing	\$ 4,167	\$ 3,750	\$ 4,100	
4026 - Phosphate Costs	\$ 127,012	\$ 145,000	\$ 145,000	
4027 - Sludge Handling	\$ 95,089	\$ 100,000	\$ 100,000	
4028 - Seneca Watershed	\$ 4,785	\$ 5,053	\$ 5,300	
4031 - Building Repair/Maintenance	\$ 28,647	\$ 60,000	\$ 35,000	
4032 - Lab Supplies	\$ 12,917	\$ 15,000	\$ 18,000	
4035 - General Maintenance	\$ 30,524	\$ 60,000	\$ 25,000	
4039 - NYS Fees	\$ 15,625	\$ 15,000	\$ 16,000	
4040 - Sample Costs	\$ 58,825	\$ 50,000	\$ 50,000	
4045 - Training	\$ 3,837	\$ 2,000	\$ 2,000	
4110 - Engineering Costs	\$ -	\$ 60,000	\$ 60,000	
<b>Total Direct Costs</b>	<b>\$ 1,701,540</b>	<b>\$ 1,474,432</b>	<b>\$ 1,524,088</b>	

### Notes

\* Increase extra help/seasonal rate of pay for 2025; starting rate will be \$18.00/hour for first year; returning salary will be \$.50 increase for each additional returned year. Seasonal pay will be capped at \$21.00/hour for those that have been on multiple years or are retired from the City and returning for seasonal support.

\* Equipment to be purchased in 2025 includes JD front end loader (\$100,000), WAS pump (\$20,000), RAS pump (\$30,000), 1 ABS pumps (\$55,000)

\* Engineering costs include funding for a rate study to begin in Q1 2025.

### Requests that were not recommended for 2025 by the City Manager:

\* \$165,000 was not included for three additional ABS pumps in 2025.

\* \$25,000 was removed from the maintenance line request based on actual expenses and the purchase of a bucket truck in 2025 via the highway dept.

\* The general building maintenance request was reduced by \$25,000 as a paving project can be completed in 2024 and/or the funds can be encumbered for use in 2025.

## Appendix D: Sewer Fund Itemized

### 2024 Key Metrics

Metric	2023	2024 YTD (1/24 - 7/1/24)
Amount of Waste Water treated	1,162,820,000 gallons	580,950,000 gallons
Estimated Amount of Stormwater Infiltrated Annually	> 15% of total flows	> 15% of total flows
Number of Catch Basins Repaired	25	16
Number Sewer Breaks Repaired	17	6
Miles of Collection System Inspected / Lined	20,465 Feet / 2,555 Feet	2,058 Feet / 178 Feet

### 2024 Work Projects

Projects	Progress	Goal	Details
Replace Sludge Belt	In-Progress	Facilities are upgraded with new belt.	
BID and construct ATAD expansion	In-Progress	Facilities are upgraded, increased solids loading, allow for increased regional development	We are completing the engineering on this expansion in 2024.
Maintain processing with immediate needs mechanical repair and upgrades	In-Progress	Meet or exceed regulatory requirements with continued development of trained and skilled WWTP staff	Staff continue to repair and replace any mechanical items in disrepair.
Castlecreek debris removal	In-Progress	Meet or exceed regulatory requirements with continued development of trained and skilled WTP staff	Debris removal is ongoing.
Catch Basin Cleaning	In-Progress	Debris is removed, catch basins are clean	Catch basins clean-up is continuous.

Appendix D: Sewer Fund Itemized

Miscellaneous & Debt Service -Sewer Fund

<b>Miscellaneous - Sewer Fund</b>				
<b>Budget Detail</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Request</b>	
1640-4046 - Gas & Oil	\$ 71,733	\$ 60,000	\$ 85,000	
1910.4007 - Insurance	\$ 74,035	\$ 72,000	\$ 78,000	
8130.4019- Audit Fees	\$ 10,500	\$ 11,000	\$ 13,000	
8130.4030- Utility Cost	\$ 241,094	\$ 255,000	\$ 285,600	
9010.8071 - Employee Retirement	\$ 149,926	\$ 147,392	\$ 166,655	
9030.80170 - Employee Social Security	\$ 88,266	\$ 91,447	\$ 96,330	
9060.8072 - Employee Health Insurances	\$ 144,585	\$ 181,315	\$ 223,588	
9060.8073 Retiree Health Insurance	\$ 67,506	\$ 94,755	\$ 73,384	
<b>Total Direct Costs</b>	<b>\$ 847,645</b>	<b>\$ 912,909</b>	<b>\$ 1,021,557</b>	

<b>Debt Service - Sewer Fund 9710</b>				
<b>Budget Detail</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2025 Request</b>	
003.9710.6000-Debt Principal, Serial Bond	\$ 1,298,157	\$ 1,298,062	\$ 1,463,242	
003.9710.7000-Debt Interest, Serial Bond	\$ 332,696	\$ 304,636	\$ 409,733	
003.9730.6000-BAN Principal	\$ 220,000	\$ 290,000	\$ 100,000	
003.9730.7000-BAN Interest	\$ 137,168	\$ 206,298	\$ 53,189	
003.9785.6000-Installment Purchase Debt, Principal	\$ 9,393	\$ 8,990	\$ 9,967	
003.9785.7000-Installment Purchase Debt, Interest	\$ 1,797	\$ 2,200	\$ 1,528	
8130.4085-Bond Issuance Cost	\$ 8,068	\$ -	\$ -	
<b>Total Direct Costs</b>	<b>\$ 2,007,279</b>	<b>\$ 2,110,186</b>	<b>\$ 2,037,659</b>	

Appendix E : 2025 Worker's Compensation Fund

Worker's Compensation Fund 2025

<b><i>Revenues</i></b>	2023	2024	2025
Property Tax Levy	\$ 359,665	\$ 297,618	\$ 259,900
Total	\$ 359,665	\$ 297,618	\$ 259,900
<b><i>Expenditures</i></b>			
Workers' Compensation Insurance	\$ 359,665	\$ 297,618	\$ 259,900
Total	\$ 359,665	\$ 297,618	\$ 259,900
Rate	\$0.737/\$1,000	\$0.609/\$1,000	\$0.350/\$1,000

## Appendix F: Capital Improvement Program

### Capital Improvement Program 2025

Project	Estimated Cost	Funding	Fund	Project Cost
Clinton & Cherry & Elmwood Street Reconstruction	\$ 2,000,000 \$ 1,500,000 \$ 1,500,000	Bond Bond Bond	General Water Sewer	\$ 5,000,000
Waste Water Treatment Plan - Clarifier Upgrade & Screen Bar replacement	\$ 300,000	Bond	Sewer	\$ 300,000
Communication & Radio System Upgrade	\$ 150,000	Bond	General	\$ 150,000
Cellular Water Meters	\$ 400,000 \$ 400,000	Bond Bond	Water Sewer	\$ 800,000
Pulteney Street Storm Sewer (William to Washington)	\$ 1,000,000	Bond	Sewer	\$ 1,000,000
Pulteney Street Sewer (Hamilton to Castle) Survey and Design	\$ 400,000	Bond	Sewer	\$ 400,000
Middle Street Bridge Replacement	\$ 350,000 \$ 917,000	Bond Grant	General	\$ 1,267,000
Lakefront Improvements - Phase VI	\$ 1,125,000 \$ 375,000	Grant Bond	General	\$ 1,500,000
Lakefront Sea Wall	\$ 700,000	Bond	General	\$ 700,000
Sewer Infrastructure Maintenance Program	\$ 250,000	Bond	Sewer	\$ 250,000
Street Resurfacing Program -- Various Streets	\$ 500,000	CHIPS	General	\$ 500,000
<b>Total</b>	<b>\$ 11,867,000</b>			<b>\$ 11,867,000</b>

	Bond Total	Fund Balance	CHIPS	Grant
<b>General</b>	\$ 3,575,000	\$ -	\$ 500,000	\$ 2,042,000
<b>Water</b>	\$ 1,900,000	\$ -	\$ -	\$ -
<b>Sewer</b>	\$ 3,850,000	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 9,325,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ 2,042,000</b>

## Appendix F: Capital Improvement Program

### Capital Improvement Program 2026

Project	Estimated Cost	Funding	Fund	Project Cost
John, Folger and Rose Reconstruction	\$ 1,200,000 \$ 1,000,000 \$ 600,000	Bond Bond Bond	General Water Sewer	\$ 2,800,000
Pulteney St Reconstruction ( Hamilton to Castle)	\$ 3,000,000 \$ 2,000,000 \$ 3,000,000	Bond Bond Bond	General Water Sewer	\$ 8,000,000
Cellular Water Meters	\$ 400,000 \$ 400,000	Bond Bond	Water Sewer	\$ 800,000
Jackson and State Streets Survey & Desisgn	\$ 150,000	Bond	General	\$ 150,000
Four (4) Pickleball Courts - One location	\$ 300,000	Bond	General	\$ 300,000
Fire Apparatus	\$ 1,500,000	Bond	General	\$ 1,500,000
Rink Study Improvements	\$ 400,000	Bond	General	\$ 400,000
Sewer Infrastructure Maintenance Program	\$ 250,000	Bond	Sewer	\$ 250,000
Street Resurfacing Program -- Various Streets	\$ 500,000	CHIPS	General	\$ 500,000
<b>Total</b>	<b>\$ 14,700,000</b>			<b>\$ 14,700,000</b>

	Bond Total	Fund Balance	CHIPS	Grant
<b>General</b>	\$ 6,550,000	\$ -	\$ 500,000	\$ -
<b>Water</b>	\$ 3,400,000	\$ -	\$ -	\$ -
<b>Sewer</b>	\$ 4,250,000	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 14,200,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>

## Appendix F: Capital Improvement Program

### Capital Improvement Program 2027

Project	Estimated Cost	Funding	Fund	Project Cost
Jackson and State Streets Reconstruction	\$ 900,000 \$ 600,000 \$ 725,000	Bond Bond Bond	General Water Sewer	\$ 2,225,000
Milton, Union and Howard Streets Survey & Design	\$ 150,000	Bond	General	\$ 150,000
Center and Toledo Streets Survey & Design	\$ 150,000	Bond	General	\$ 150,000
Cellular Water Meters	\$ 400,000 \$ 400,000	Bond Bond	Water Sewer	\$ 800,000
Park Master Plan Improvements	\$ 300,000	Bond	General	\$ 300,000
DPW Gas Pump Replacement	\$ 100,000 \$ 100,000 \$ 100,000	Bond Bond Bond	General Water Sewer	\$ 300,000
Sewer Infrastructure Maintenance Program	\$ 300,000	Bond	Sewer	\$ 300,000
Street Resurfacing Program -- Various Streets	\$ 500,000	CHIPS	General	\$ 500,000
<b>Total</b>	<b>\$ 4,725,000</b>			<b>\$ 4,725,000</b>

	Bond Total	Fund Balance	CHIPS	Grant
<b>General</b>	\$ 1,600,000	\$ -	\$ 500,000	\$ -
<b>Water</b>	\$ 1,100,000	\$ -	\$ -	\$ -
<b>Sewer</b>	\$ 1,525,000	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 4,225,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>

## 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
Lakefront Sea Wall	\$ 850,000	Bond	General	\$ 850,000
Milton, Union and Howard Streets Reconstruction	\$ 750,000 \$ 400,000 \$ 425,000	Bond Bond Bond	General Water Sewer	\$ 1,575,000
Center and Toledo Streets Reconstruction	\$ 600,000 \$ 450,000 \$ 450,000	Bond Bond Bond	General Water Sewer	\$ 1,500,000
Sewer Infrastructure Maintenance Program	\$ 350,000	Bond	Sewer	\$ 350,000
Street Resurfacing Program -- Various Streets	\$ 500,000	CHIPS	General	\$ 500,000
<b>Total</b>	<b>\$ 5,075,000</b>			<b>\$ 5,075,000</b>

	Bond Total	Fund Balance	CHIPS	Grant
General	\$ 2,500,000	\$ -	\$ 500,000	\$ -
Water	\$ 850,000	\$ -	\$ -	\$ -
Sewer	\$ 1,225,000	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 4,575,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>

## Appendix F: Capital Improvement Program

### Capital Improvement Program 2029

Project	Estimated Cost	Funding	Fund	Project Cost
Gates Avenue Reconstruction	\$ 750,000	Bond	General	\$ 1,850,000
	\$ 500,000	Bond	Water	
	\$ 600,000	Bond	Sewer	
Park Master Plan Improvements	\$ 300,000	Bond	General	\$ 300,000
Sewer Infrastructure Maintenance Program	\$ 400,000	Bond	Sewer	\$ 400,000
Street Resurfacing Program -- Various Streets	\$ 500,000	CHIPS	General	\$ 500,000
<b>Total</b>	<b>\$ 3,050,000</b>			<b>\$ 3,050,000</b>

	Bond Total	Fund Balance	CHIPS	Grant
<b>General</b>	\$ 1,050,000	\$ -	\$ 500,000	\$ -
<b>Water</b>	\$ 500,000	\$ -	\$ -	\$ -
<b>Sewer</b>	\$ 1,000,000	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 2,550,000</b>	<b>\$ -</b>	<b>\$ 500,000</b>	<b>\$ -</b>

## Appendix G: Equipment Replacement Plan

### Equipment Replacement Plan - 2025

	General	Water	Sewer
<b>Beginning Balance</b>	\$355,893	\$317,486	\$84,586
<b>2025 Contribution</b>	\$100,000	\$0	\$0
Department	Equipment	Price	Purchase Method
Police	Two (2) Patrol Car	\$ 150,000	Line Item
Fire	Four (4) Self Contained Breathing Apparatus	\$ 40,000	Line Item
Fire	One (1) Fire Inspection Vehicle	\$ 60,000	Line Item
Fire	Two (2) Gas Meters	\$ 8,200	Line Item
Fire	One (1) Fire Simulator Trainer	\$ 17,000	Line Item
Fire	One (1) Jaws of Life Tool	\$ 20,000	Line Item
Fire	One (1) Gear Hose Washer/Dryer	\$ 30,000	Line Item
Fire	One (1) Utility Task Vehicle	\$ 40,000	Line Item
Fire	Fifteen (15) sets of Fire Protection Gear	\$ 80,000	Line Item
Recreation	One (1) 15 Passenger Van	\$ 54,000	Line Item
Information Technology	One (1) Vehicle	\$ 32,000	Line Item
Highway	One (1) Salt Truck	\$ 230,000	Line Item
Highway	One (1) Bucket Truck	\$ 150,000	Line Item
Highway	Asphalt Drum Roller	\$ 50,000	Line Item
Buildings & Grounds	One (1) Zero-Turn Mower	\$ 40,000	Line Item
Buildings & Grounds	Front Clam Bucket	\$ 3,500	Line Item
Wastewater Treatment P	JD Front Loader	\$ 100,000	Line Item
Wastewater Treatment P	One (1) ABS Pump	\$ 55,000	Line Item
Wastewater Treatment P	One (1) RAS Pump	\$ 30,000	Line Item
Wastewater Treatment P	One (1) WAS Pump	\$ 20,000	Line Item
	General	Water	Sewer
<b>2025 Equipment Purcha</b>	\$0	\$0	\$0
<b>2025 Ending Balance</b>	\$455,893	\$317,486	\$84,586

## Appendix G: Equipment Replacement Plan

### Equipment Replacement Plan - 2026

	<b>General</b>	<b>Water</b>	<b>Sewer</b>
<b>Beginning Balance</b>	\$455,893	\$317,486	\$84,586
<b>2026 Contribution</b>	\$50,000	\$50,000	\$100,000
<b>Department</b>	<b>Equipment</b>	<b>Price</b>	<b>Purchase Method</b>
Police	Two (2) Patrol Car	\$ 150,000	Line Item
Buildings & Grounds	F-250 Pickup	\$ 45,000	Equipment Reserve
Buildings & Grounds	F-250 Pickup	\$ 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	\$ 70,000	Line Item
Fire	Fifteen (15) sets of Fire Protection Gear	\$ 80,000	Line Item
Buildings & Grounds	Enclosed Utility Trailer	\$ 15,000	Line Item
Water Maintenance	Dump Truck	\$ 230,000	Line Item
Wastewater Treatment P	Galvin 3 - VFD	\$ 50,000	Line Item
Wastewater Treatment P	6" Dry Prime	\$ 50,000	Line Item
Wastewater Treatment P	One (1) ABS Pump	\$ 55,000	Line Item
Wastewater Treatment P	One (1) RAS Pump	\$ 30,000	Line Item
Wastewater Treatment P	One (1) WAS Pump	\$ 20,000	Line Item
<b>2026 Equipment Purcha</b>	<b>General</b>	<b>Water</b>	<b>Sewer</b>
<b>2026 Ending Balance</b>	\$90,000	\$90,000	\$0
	\$415,893	\$277,486	\$184,586

## Appendix G: Equipment Replacement Plan

### Equipment Replacement Plan - 2027

	<b>General</b>	<b>Water</b>	<b>Sewer</b>
<b>Beginning Balance</b>	\$415,893	\$277,486	\$184,586
<b>2027 Contribution</b>	\$75,000	\$50,000	\$50,000
<b>Department</b>	<b>Equipment</b>	<b>Price</b>	<b>Purchase Method</b>
Police	Two (2) Patrol Car	\$150,000	Line Item
Police	In-Car Cameras	\$20,280	Line Item
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
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	Fifteen (15) sets of Fire Protection Gear	\$80,000	Line Item
Wastewater Treatment P	One (1) ABS Pump	\$55,000	Line Item
Wastewater Treatment P	One (1) RAS Pump	\$30,000	Line Item
Wastewater Treatment P	One (1) WAS Pump	\$20,000	Line Item
<b>2027 Equipment Purcha</b>	<b>General</b>	<b>Water</b>	<b>Sewer</b>
<b>2027 Ending Balance</b>	\$232,500	\$45,000	\$22,500
		\$258,393	\$282,486
			\$212,086

## Appendix G: Equipment Replacement Plan

### Equipment Replacement Plan - 2028

	<b>General</b>	<b>Water</b>	<b>Sewer</b>
<b>Beginning Balance</b>	\$258,393	\$282,486	\$212,086
<b>2028 Contribution</b>	\$50,000	\$50,000	\$50,000
<b>Department</b>	<b>Equipment</b>	<b>Price</b>	<b>Purchase Method</b>
Police	In-Car Cameras	\$20,280	Line Item
Police	Two (2) Patrol Car	\$150,000	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	\$8,500	Line Item
Wastewater	Ford Transit Van	\$35,000	Equipment Reserve
Fire	Fifteen (15) sets of Fire Protection Gear	\$80,000	Line Item
Wastewater Treatment P	One (1) ABS Pump	\$55,000	Line Item
Wastewater Treatment P	One (1) RAS Pump	\$30,000	Line Item
Wastewater Treatment P	One (1) WAS Pump	\$20,000	Line Item
	<b>General</b>	<b>Water</b>	<b>Sewer</b>
<b>2028 Equipment Purcha</b>	\$45,000	\$0	\$35,000
<b>2028 Ending Balance</b>	\$263,393	\$332,486	\$227,086

## Appendix G: Equipment Replacement Plan

### Equipment Replacement Plan - 2029

	<b>General</b>	<b>Water</b>	<b>Sewer</b>
<b>Beginning Balance</b>	\$263,393	\$332,486	\$227,086
<b>2029 Contribution</b>	\$100,000	\$50,000	\$50,000
<b>Department</b>	<b>Equipment</b>	<b>Price</b>	<b>Purchase Method</b>
Police	Two (2) Patrol Car	\$150,000	Line Item
Buildings & Grounds	Toro 4000 Wing Mower	\$50,000	Line Item
Highway	F-350 Pickup w/ Plow	\$65,000	Equipment Reserve
Fire	Fifteen (15) sets of Fire Protection Gear	\$80,000	Line Item
Fire	Four (4) Self Contained Breathing Apparatus	\$40,000	Line Item
Fire	One (1) Utility Task Vehicle	\$40,000	Line Item
Wastewater Treatment P	One (1) ABS Pump	\$55,000	Line Item
Wastewater Treatment P	One (1) RAS Pump	\$30,000	Line Item
Wastewater Treatment P	One (1) WAS Pump	\$20,000	Line Item
<b>2029 Equipment Purcha</b>	<b>General</b>	<b>Water</b>	<b>Sewer</b>
<b>2029 Ending Balance</b>	\$65,000	\$0	\$0
	\$298,393	\$382,486	\$277,086

## Appendix H: Five-Year Debt Forecast

### Five-Year Debt Forecast

<b>General Fund</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<b>Instrument Name</b>	<b>Payment</b>	<b>Payment</b>	<b>Payment</b>	<b>Payment</b>	<b>Payment</b>
Installment Purchase Debt	\$ 291,327	\$ 291,327	\$ -		
2018 Serial Bond Issue (\$10,846,805)	\$ 377,063	\$ 372,388	\$ 377,413	\$ 372,138	\$ 371,638
2020 Serial Bond Issue (\$8,855,000)	\$ 600,956	\$ 605,606	\$ 605,006	\$ 604,206	\$ 608,156
2021 Serial Bond Issue (\$5,745,000)	\$ 39,582	\$ 39,043	\$ 38,504	\$ 42,926	\$ 42,310
2021 Refunding Serial Bond (\$6,905,000)	\$ 63,520	\$ 61,280	\$ 55,120	\$ 53,040	
2024 Serial Bond Issue (\$6,117,500)	\$ 277,698	\$ 245,161	\$ 245,074	\$ 254,984	\$ 261,769
2024 Bond Anticipation Note (\$8,540,000)	\$ 375,000	\$ 385,000	\$ 390,000	\$ 400,000	\$ 410,000
<b>Total</b>	<b>\$ 2,025,145</b>	<b>\$ 1,999,805</b>	<b>\$ 1,711,117</b>	<b>\$ 1,727,294</b>	<b>\$ 1,693,873</b>

<b>Water Fund</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<b>Instrument Name</b>	<b>Payment</b>	<b>Payment</b>	<b>Payment</b>	<b>Payment</b>	<b>Payment</b>
Installment Purchase Debt	\$ 34,465	\$ 34,465	\$ -		
2018 Refunding Serial Bond Issue (\$6,070,000)	\$ 140,376	\$ 133,544	\$ 124,999	\$ 120,038	\$ 20,019
2018 Serial Bond Issue (\$10,846,805)	\$ 206,838	\$ 202,488	\$ 188,288	\$ 189,163	\$ 190,613
2020 Serial Bond Issue (\$8,855,000)	\$ 94,275	\$ 92,775	\$ 91,275	\$ 94,725	\$ 93,125
2021 Serial Bond Issue (\$5,745,000)	\$ 276,431	\$ 277,851	\$ 279,193	\$ 285,420	\$ 286,532
2021 Refunding Serial Bond Issue (\$6,905,000)	\$ 161,160	\$ 156,840	\$ 153,500	\$ 145,220	\$ 140,040
2024 Serial Bond Issue (\$6,117,500)	\$ 67,024	\$ 59,684	\$ 59,661	\$ 64,638	\$ 63,813
2024 Bond Anticipation Note (\$8,540,000)	\$ 145,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 155,000
<b>Total</b>	<b>\$ 1,125,569</b>	<b>\$ 1,107,646</b>	<b>\$ 1,046,916</b>	<b>\$ 1,049,203</b>	<b>\$ 949,140</b>

<b>Sewer Fund</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>
<b>Instrument Name</b>	<b>Payment</b>	<b>Payment</b>	<b>Payment</b>	<b>Payment</b>	<b>Payment</b>
Installment Purchase Debt	\$ 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 (\$6,070,000)	\$ 237,124	\$ 218,206	\$ 221,001	\$ 205,087	\$ 6,606
2018 Serial Bond Issue (\$10,846,805)	\$ 279,813	\$ 283,813	\$ 262,888	\$ 262,113	\$ 261,188
2020 Serial Bond Issue (\$8,855,000)	\$ 25,713	\$ 25,313	\$ 24,913	\$ 24,513	\$ 24,113
2021 Serial Bond Issue (\$5,745,000)	\$ 123,827	\$ 122,210	\$ 125,554	\$ 128,822	\$ 127,051
2021 Refunding Serial Bond (\$6,905,000)	\$ 418,939	\$ 329,099	\$ 333,599	\$ 328,759	\$ 332,579
2024 Serial Bond Issue (\$6,117,500)	\$ 332,009	\$ 293,051	\$ 297,948	\$ 302,841	\$ 299,294
2024 Bond Anticipation Note (\$8,540,000)	\$ 100,000	\$ 100,000	\$ 100,000	\$ 105,000	\$ 105,000
<b>Total</b>	<b>\$ 1,984,166</b>	<b>\$ 1,838,433</b>	<b>\$ 1,821,453</b>	<b>\$ 1,812,686</b>	<b>\$ 1,611,381</b>

\*Includes all debt not currently placed in permanent financing

<sup>^</sup>Assumes fully-funded capital program

## Constitutional Debt Limit

<b>Fiscal Year</b>	<b>Assessment Roll Date</b>	<b>Taxable Assessed Value</b>	<b>Equalization Rate</b>	<b>Taxable Full Valuation</b>
2021	8/1/2020	\$407,453,820	93%	\$438,122,387
2022	8/1/2021	\$470,593,861	100%	\$470,593,861
2023	8/1/2022	\$472,972,771	89%	\$531,430,080
2024	8/1/2023	\$488,630,334	78%	\$626,449,146
2025	8/1/2024	\$741,310,751	100%	\$741,310,751
<b>Five Year Total Full Valuation</b>				\$2,580,961,537
<b>Five Year Average Full Valuation</b>				\$561,581,245
<b>Constitutional Debt Limit</b>				\$39,310,687
<b>Total Outstanding Debt</b>				\$42,992,235
Less:				
<b>Water Indebtedness</b>				\$10,235,160
<b>Budgeted Appropriations</b>				\$3,377,733
<b>Sewer Indebtedness</b>				\$21,538,482
<b>Total Net Indebtedness</b>				\$7,840,860
<b>Net Debt-Contracting Margin</b>				\$31,469,827
<b>Percentage of Debt Contracting Power Exhausted</b>				19.95%

## Constitutional Tax Limit

Fiscal Year	Assessment Roll Date	Taxable Assessed Value	Equalization Rate	Taxable Full Valuation
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	8/1/2023	\$488,630,334	78%	\$626,449,146
2025	8/1/2024	\$741,310,751	100%	\$741,310,751
<b>Five Year Total Full Valuation</b>		\$2,859,898,679		
<b>Five Year Average Full Valuation</b>		\$571,979,736		
<b>Constitutional Tax Limit</b>		\$11,439,595		
<b>Tax Levy</b>		\$10,561,307		
<b>Total Exclusions</b>		\$3,189,103		
<b>Tax Levy Subject to Tax Limit</b>		\$7,372,204		
<b>Percentage of Tax Limit Exhausted</b>		64.44%		
<b>Constitutional Tax Margin</b>		\$4,067,391		

## Appendix K: Property Tax Cap Calculation

### 2025 Property Tax Cap Calculation

Category	Amount
Prior Year Levy*	\$ 8,911,922
Reserve Amount**	\$ -
Tax Base Growth Factor***	1.0060
PILOTS Receivable 2024	\$ 1,672,540
Torts Allowance 2024****	\$ -
Levy Growth Factor*****	1.0200
PILOTS 2025	\$ 997,905
Carryover*****	\$ -
Tax Levy Limit	\$ 9,852,787
Transfer of Government Function^	\$ -
Tort Allowance 2024	\$ -
Pension Allowance^^	\$ -
Allowable Levy	\$ 9,852,787

\* 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.

## Appendix L: 2025 Fee Schedule

2025 Fee Schedule			
Fee Description	Current Fee	Notes	Change from Previous Year
<b><u>City Clerk / Comptroller Office</u></b>			
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	
Bark Park Membership - City/Town Resident	\$40.00		
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	
Taxi Cab	\$200.00	Original	
Taxi Cab	\$50.00	Renewal	
Taxi Driver	\$30.00		
Solicitor/Peddler	\$15/day or \$100/6 months		
Refuse/Trash/Garbage Hauler - Residential	\$2,000.00	Annual	
Refuse/Trash/Garbage Hauler - Commercial	\$2,000.00	Annual	
Refuse/Trash/Garbage Hauler - Residential & Commercial	\$4,000.00	Annual	
Garbage Hauler - Roll off services	\$500.00	Annual	
Tax Search	\$25.00		
Returned Check	\$30.00		

## Appendix L: 2025 Fee Schedule

Fee Description	Current Fee	Notes	Change from Previous Year
<b><u>Code Enforcement</u></b>			
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		
Roofs	\$75.00		Increase from \$40
Fencing	\$75.00		Increase from \$40
Storage Building (over 144 sq ft)	\$75.00		Increase from \$40
Swimming Pools	\$75.00		Increase from \$50
Hot Water Heater / Furnace	\$75.00		Increase from \$40
Short Term Rental Permit Fee	\$250.00	<i>Per bedroom</i>	New collection
Signs	\$75.00		New collection
<b><u>Commercial:</u></b>			
New Construction, Additions	\$0.15 sq ft / \$150.00 minimum		Increased min. by \$50
Renovation	\$0.15 sq ft / \$150.00 minimum		Increased min. by \$50
Roof Permit	\$100.00		
Demolition Permit	\$100.00		
Use Variance	\$150.00		
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	
Fifth Inspection, same violation	\$1,000.00	per unit	
Sixth Inspection and beyond, same violations	\$1,500.00	per unit	
"No show" Fee (1st)	\$50.00		
"No show" Fee (2nd)	\$150.00		
"No show" Fee (3rd)	\$300.00	per day	
<b><u>Planning Board</u></b>			
Site plan / DPR	\$150.00		New collection
Special Use Permit	\$150.00		New collection
Subdivision	\$150.00		New collection
<b><u>Public Works</u></b>			
Leak Check	\$50.00	If leak is detected	Increase by \$25
Final Water Reading	\$50.00	Ownership change only	Increase by \$25
Meter Disconnect and Storage	\$50.00		Increase by \$25
Meter Test	\$50.00	If no issue detected - if issue with meter detected	Increase by \$25
"No show" Fee	\$50.00		
"No show" Fee (2nd)	\$150.00		
"No show" Fee (3rd)	\$300.00	per day	

## Appendix L: 2025 Fee Schedule

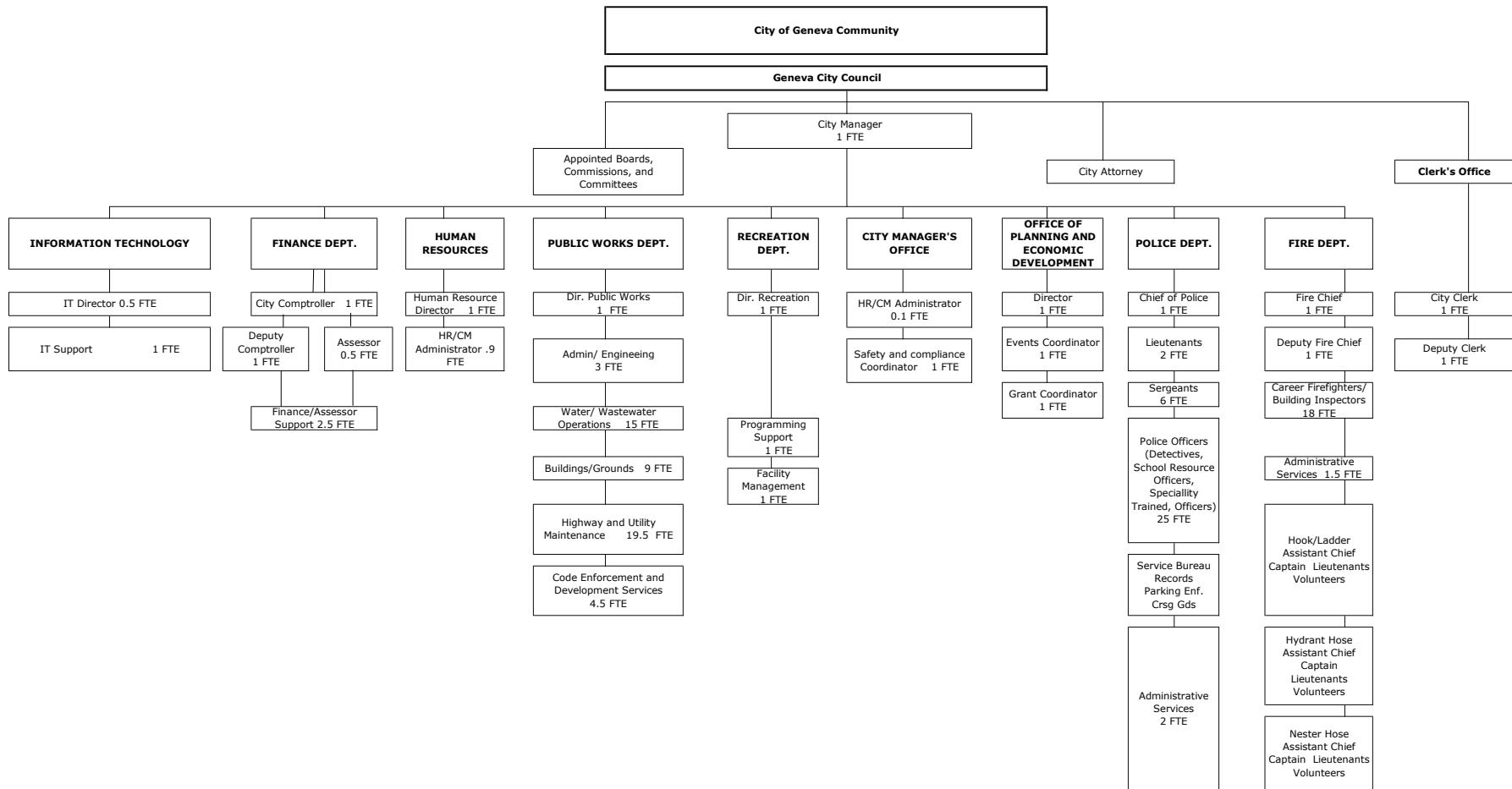
Fee Description	Current Fee	Notes	Change from Previous Year
<b><u>Police Department</u></b>			
Foil	\$0.25	per page	
Reports	\$0.25	per page	
Fingerprints	\$5.00		
MVA (Motor Vehicle Accident) Report	\$15.00	Carfax	
Eviction	\$60.00	per individual listed on lease agreement	
Parking Fines	\$20.00 - \$80.00	varied	
<b>Non-Permitted Boat Parking Fee</b>	<b>\$20.00 - \$50.00</b>		<b>Previously not included</b>
<b>Non Registered Handicap Space Use</b>	<b>\$50.00 - \$100.00</b>		<b>Previously not included</b>
<b><u>Dept of Planning and ED</u></b>			
Farmers Market Booth (Saturday)	\$20.00	Weekly rate	
Farmers Market Booth (Saturday)	\$250.00	Season	
Farmers Market Booth (Wednesday)	\$20.00	Weekly rate	
Farmers Market Booth (Wednesday)	\$150.00	Season	
Farmers Market Booth (Winter)	\$30.00	per day - Special Holiday and Monthly Events	
Gazebo / Deck Rental	\$100.00	per day	
City Use Event Fee	\$100.00	per day	
Water Quality Testing	\$300.00	Includes two (2) samples for E-Coli and HABS	
Water	\$75.00	first day	
Water	\$25.00	each additional day	
Electric	\$75.00	first day	
Electric	\$25.00	each additional day	
<b><u>Recreation</u></b>			
Turf Rentals	<b>\$650.00 / \$150 cleaning fee</b>	per day	
Birthday Parties	<b>Packages start at \$175.00</b>		<b>Increase of \$45</b>
Ice Rental GGHO/Geneva High School	<b>start \$205</b>	Hourly rate	<b>Increase of \$15</b>
HWS Ice Rental (Practice Ice)	<b>\$295.00</b>	Hourly rate	<b>Increase of \$10</b>
HWS Ice Rental (Game Ice)	<b>\$410.00</b>	Hourly rate	<b>Increase of \$10</b>
Season Skating Pass	<b>\$100.00-\$225.00</b>	Single, Family, Resident, Non-Resident	<b>Increase of \$10</b>
Ice Skating Single Admission	\$5.00 and up	Per skating session	
Skate Rental	\$3.00	per skating session	
Complex Full Facility Rental (off ice season)	<b>\$700.00</b>	Starting Rate per day	<b>Increase of \$25</b>
Complex cleaning fee	\$300.00	Post event	
Turf Rentals	\$60 and up	per hour to outside youth organizations	
Birthday Parties Ice Season during Public Skate	Packages start at \$250.00	2 hour session	

## Appendix L: 2025 Fee Schedule

Fee Description	Current Fee	Notes	Change from Previous Year
Birthday Parties Private Ice Session	Packages Start at \$275.00	1 hour session	
Birthday Parties Turf Season	Packages Start at \$175.00	1.5 hour session	
Summer Recreation Fees 1/2 day AM	\$95.00 / \$110	Resident/ Non-Resident	Increase of \$10
Summer Recreation additional 1/2 day PM	\$65.00 /\$75.00	Resident/ Non-Resident	Increase of \$10
Kayak rack rental	\$100/\$150	Resident/ Non-Resident	New offering

## 2025 Estimated Compensation

Department	2024 # of Employees	Total 2024 Salary & Benefits	2025 # of Employees	Total 2025 Salary & Benefits
<b>Total Council (1010)</b>	<b>8</b>	<b><u>34,448</u></b>	<b>8</b>	<b><u>34,448</u></b>
<b>Total Mayor (1210)</b>	<b>1</b>	<b><u>8,074</u></b>	<b>1</b>	<b><u>8,074</u></b>
<b>Total City Manager (1230)</b>	<b>2.75</b>	<b><u>325,401</u></b>	<b>2.1</b>	<b><u>316,480</u></b>
<b>Total Finance (1315)</b>	<b>4</b>	<b><u>399,831</u></b>	<b>4</b>	<b><u>445,073</u></b>
<b>Total Assessment (1355)</b>	<b>1</b>	<b><u>140,846</u></b>	<b>1</b>	<b><u>165,003</u></b>
<b>Total City Clerk (1410)</b>	<b>2</b>	<b><u>166,738</u></b>	<b>2</b>	<b><u>188,100</u></b>
<b>Total Personnel (1430)</b>	<b>1.75</b>	<b><u>207,061</u></b>	<b>1.9</b>	<b><u>218,481</u></b>
<b>Total Engineering (1440)</b>	<b>3</b>	<b><u>327,102</u></b>	<b>4</b>	<b><u>399,463</u></b>
<b>Total Information Technology (1680)</b>	<b>2</b>	<b><u>191,848</u></b>	<b>3</b>	<b><u>276,418</u></b>
<b>Total Police (3120)</b>	<b>36.5</b>	<b><u>4,840,748</u></b>	<b>36.5</b>	<b><u>5,132,881</u></b>
<b>Total Fire (3410)</b>	<b>21.5</b>	<b><u>2,796,394</u></b>	<b>21.5</b>	<b><u>2,742,973</u></b>
<b>Total Highway (5140)</b>	<b>6.5</b>	<b><u>654,825</u></b>	<b>6.5</b>	<b><u>689,152</u></b>
<b>Total Recreation Admin (7020)</b>	<b>2</b>	<b><u>154,413</u></b>	<b>2</b>	<b><u>168,348</u></b>
<b>Total Parks, Buildings &amp; Grounds (7110)</b>	<b>9</b>	<b><u>824,235</u></b>	<b>9</b>	<b><u>851,466</u></b>
<b>Total Recreation Skating Complex (7180)</b>	<b>1</b>	<b><u>63,686</u></b>	<b>1</b>	<b><u>74,634</u></b>
<b>Total Code Enforcement (8664)</b>	<b>4.5</b>	<b><u>365,807</u></b>	<b>4.5</b>	<b><u>405,112</u></b>
<b>Total Planning and Economic Development (8689)</b>	<b>3</b>	<b><u>236,580</u></b>	<b>3</b>	<b><u>321,393</u></b>
<b>Total Water Administration (8310)</b>	<b>7</b>	<b><u>741,945</u></b>	<b>7</b>	<b><u>712,498</u></b>
<b>Total Water Source of Supply, Power &amp; Pump (8320)</b>	<b>4</b>	<b><u>525,057</u></b>	<b>4</b>	<b><u>532,297</u></b>
<b>Total Sewer Administration (8110)</b>	<b>8</b>	<b><u>823,583</u></b>	<b>8</b>	<b><u>827,558</u></b>
<b>Total Sewer Treatment (8130)</b>	<b>8.5</b>	<b><u>868,962</u></b>	<b>8.5</b>	<b><u>926,603</u></b>
<b>TOTALS</b>	<b>137</b>	<b><u>14,697,584</u></b>	<b>138.5</b>	<b><u>15,436,455</u></b>
General		<b><u>12,008,984</u></b>		<b><u>12,437,499</u></b>
Water		<b><u>996,054</u></b>		<b><u>1,244,795</u></b>
Sewer		<b><u>1,692,545</u></b>		<b><u>1,754,161</u></b>



## Appendix 0: Labor and Pilot Agreements

### Labor Agreements

Unit	Contract Expiration	2023 Base Increase	2024 Base Increase	2025 Base Increase
Police - Officers	12/31/2023	2.50%	TBD	TBD
Public Works - Laborers	12/31/2023	2.00%	TBD	TBD
Public Works - Foreman	12/31/2024	2.00%	2.00%	TBD
Fire	12/31/2024	1.50%	1.50%	TBD
Municipal Employees	12/31/2026	2.75%	2.75%	2.75%
Police - Command	12/31/2027	2.25%	3.5% / 4.76%	3.5% / 4.45%
Unrepresented	-	2.00%	3.00%	2.75%

### Payments in Lieu of Taxes (PILOT) Agreements

Company	Year/Term	2023 Payment	2024 Budget	2025 Budget
Koch (formerly Guardian) Industries	7 of 20	\$ 421,136	\$ 421,136	\$ 490,446
Geneva Lakefront Hotel	27 of 30	\$ 342,772	\$ 380,850	\$ 362,764
Wine Country Hospitality	8 of 15	\$ 29,873	\$ 38,800	\$ 59,229
Lycéeum Heights I - Revenue Based	15 of 21	\$ 10,434	\$ 10,434	\$ 9,000
Lycéeum Heights II - Revenue Based	22 of 30	\$ 22,724	\$ 22,724	\$ 6,000
Lycéeum Heights III - Revenue Based	11 of 21	\$ 8,978	\$ 8,978	\$ 3,000
NP Massa LLC	7 of 20	\$ 8,985	\$ 9,800	\$ 8,625
Finger Lakes Rail - Revenue Based	10 of 10	\$ 4,430	\$ 4,430	\$ 4,702
Geneva Housing Authority - Revenue Based	Life	\$ 4,668	\$ 4,668	\$ 22,000
DCMB Ventures	6 of 15	\$ 4,446	\$ 4,446	\$ 1,898
Lake's Edge Development Corp	2 of 20	\$ -	\$ 29,962	\$ 29,962
Geneve CESF - Construction Phase	Life	\$ 14,618	\$ 14,618	\$ 280
Castle Street Associates - Revenue Based	Life	\$ 15,791	\$ 15,791	\$ 15,791
Nardozzi Construction			\$ 7,010	\$ 7,010