

# Report of Personnel Change

Agency Name  
CITY OF GENEVA

Department Name  
CITY OF GENEVA

Division Name

Last Occupant

Funding

Effective Date  
01/05/2024

Employee Name  
COLTON, MATTHEW

Position #  
[0082300001]CHIEF OF POLICE, TYPE B

Job Title  
CHIEF OF POLICE, TYPE B

[REDACTED]

Email

First Name  
MATTHEW

MI  
K

Last Name  
COLTON

[REDACTED]

Seniority Date  
01/07/2008

[REDACTED]

Address  
[REDACTED]

City  
[REDACTED]

State  
[REDACTED]

Zip  
[REDACTED]

Phone  
[REDACTED]

Work Phone  
(315)828-6779

Cell Phone

Veteran

Race

Gender

Base Wage  
\$116,388.00/Y

Grade

Step

Comments

Paid administrative leave effective 1/5/2024; Extend probationary period since time spent on paid administrative leave does not count towards probationary period

Nature of Change

Options

Eff. Date

Action Necessary

X - Other Leave of  
Absence

01/05/2024

Give Facts Under Remarks



January 5, 2024

Matthew Colton



Dear Matt,

Re: Notice of Paid Administrative Leave

You are hereby placed on paid administrative leave immediately, pending an investigation into a personnel complaint against you.

You are to turn in your gun(s), badge(s), keys and any related City of Geneva equipment at the time of this notification. While on paid administrative leave, you may not come to the workplace, perform any work, or access work email and/or City and/or GPD systems. During this period of paid administrative leave, you are required to remain available during work hours so that you can meet with me and/or others involved in this investigation, if instructed to do so. Please note that you may be required to attend these meetings on short notice. You will be notified by me and/or Jennifer regarding the process of the investigation. Please note you are still within your probationary period. Time spent on paid administrative leave does not count toward your probationary period.

Failure to meet these requirements and/or refusal to comply with this order or any of its parts, or with the reasonable requests from myself or my designee, shall be deemed insubordination, that could result in disciplinary action, up to and including immediate termination.

Sincerely,

A handwritten signature in black ink that reads "Amie M. Hendrix" followed by a stylized flourish.

Amie M. Hendrix

cc: Jennifer Slywka, Assistant to the City Manager/HR  
Personnel File



*Delivered via email*

January 29, 2024

Chief Matthew Colton



Chief Colton,

Please be advised that you are hereby directed to appear for an interview at City Hall on Friday, February 2<sup>nd</sup> beginning at 11:00 am in connection with an independent investigation of a pending personnel complaint against you. Your interview will be conducted at the City's request by Ian Loehner of Public Sector HR Consultants LLC. Please come to the second floor Team Room at City Hall, 47 Castle Street, Geneva, NY for the interview.

You are also advised that you will be afforded an opportunity to have your private attorney present, at your option, during the interview. It will be your responsibility to arrange for such representation if you desire attorney representation during the interview. Finally, you are expected to cooperate with the interviewer and to respond truthfully to his questions. Thank you for your anticipated cooperation and please let me know if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "Amie M. Hendrix".

Amie Hendrix  
City Manager

## Jennifer Slywka

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**From:** Amie Hendrix  
**Sent:** Friday, January 5, 2024 1:42 PM  
**Cc:** Jennifer Slywka; Erica Collins  
**Subject:** Personnel Update

Dear Police Department Staff Members,

As of 12:53pm today, January 5, 2024, Police Chief Matthew Colton has been placed on Administrative Leave. During this time of absence, Lieutenant Ronald Eveland will be serving in the role of Police Chief.

This news might raise questions and concerns that can't be fully answered due to the nature of this matter. While this may prove to be a challenging time, I appreciate your understanding and cooperation as we evaluate this situation. I know the men and women of this department will pull together to support one another and Lieutenant Eveland as he serves in this temporary role, as we all remain committed to providing our team members with a supportive and respectful workplace.

If you receive any media inquiries please refer them to Human Resources.

Thank you for your continued dedication to the City of Geneva.

Amie M. Hendrix



City Manager

47 Castle Street

3rd Floor, City Hall

Geneva, NY 14456

Office: 315-789-6104

[www.cityofgenevany.com](http://www.cityofgenevany.com)

## Jennifer Slywka

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**From:** Amie Hendrix  
**Sent:** Friday, January 5, 2024 1:42 PM  
**Cc:** Erica Collins; Jennifer Slywka  
**Subject:** Personnel Update

Dear Department Heads,

As of 12:53pm today, January 5, 2024, Police Chief Matthew Colton has been placed on Administrative Leave. During this time of absence, Lieutenant Ronald Eveland will be serving in the role of Police Chief.

This news might raise questions and concerns that can't be fully answered due to the nature of this matter. While this may prove to be a challenging time for our Police Department, I appreciate your understanding and cooperation as we evaluate this situation. among our team.

I know the men and women of the management team will pull together to support Lieutenant Eveland as he serves in this temporary role, as we all remain committed to providing our team members with a supportive and respectful workplace.

If you receive any media inquiries please refer them to Human Resources.

Thank you for your continued dedication to the City of Geneva.

Amie M. Hendrix



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## Jennifer Slywka

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**From:** Amie Hendrix  
**Sent:** Friday, January 5, 2024 1:46 PM  
**Cc:** Erica Collins; Jennifer Slywka; Amie Hendrix  
**Subject:** Personnel Update

Dear Members of City Council,

As of 12:53pm today, January 5, 2024, Police Chief Matthew Colton has been placed on Administrative Leave. During this time of absence, Lieutenant Ronald Eveland will be serving in the role of Police Chief.

This news might raise questions and concerns that can't be fully answered due to the nature of this matter. While this may prove to be a challenging time for our Police Department, I appreciate your understanding and cooperation as we evaluate this situation among our team.

I know the men and women on our management team will pull together to support Lieutenant Eveland as he serves in this temporary role, as we all remain committed to providing our team members with a supportive and respectful workplace.

If you receive any media inquiries please refer them to Human Resources.

Thank you for your continued dedication to the City of Geneva.

Amie M. Hendrix



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