


BUFFAMANTE WHIPPLE BUTTAFARO, P.C.
Certified Public Accountants ▲ Business Advisors

March 26, 2024

Audit Committee and Management
County of Chautauqua Industrial Development Agency
201 West Third Street, Suite 115
Jamestown, New York

Dear Audit Committee and Management:

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of County of Chautauqua Industrial Development Agency and its component units, the Chautauqua Region Economic Development Corporation and the Chautauqua County Capital Resource Corporation for the year ended December 31, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and, if applicable, *Government Auditing Standards* and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 31, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by County of Chautauqua Industrial Development Agency are described in Note 1 to the financial statements. During the current year, the Agency implemented Governmental Accounting Standards Board Statement Number 96, *Subscription-Based Information Technology Arrangements*, which did not have a significant effect to the financial statements. We noted no transactions entered into by County of Chautauqua Industrial Development Agency during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the County of Chautauqua Industrial Development Agency's financial statements were:

- Management's estimate of the useful lives of depreciable assets is based on management's expectation of the periods over which the assets will provide economic benefit to the County of Chautauqua Industrial Development Agency. We evaluated the key factors and assumptions used to develop the useful lives in determining that they are reasonable in relation to the financial statements taken as a whole.
- Management has also estimated bad debt and has recorded a reserve related to anticipated future bad debts. We evaluated the key factors and assumptions used to develop the bad debt reserve in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

- The disclosure of Notes Receivable in Note 9 to the financial statements are important due to the size of these assets and the regulatory requirements on some of the notes.
- The disclosure of Administrative Fees in Note 17 and 18 to the financial statements are also important disclosures.
- The disclosure of the sale of Talcott Street property in Note 23 explains a significant transaction in the current year.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 26, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to County of Chautauqua Industrial Development Agency's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as County of Chautauqua Industrial Development Agency's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to managements discussion and analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on other income and general and administrative expenses, CREDC financial statements, and tax exempt bonds, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of board of directors and management of County of Chautauqua Industrial Development Agency and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Buffamante Whipple Buttafaro PC

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County of Chautauqua Industrial Development Agency
Schedule of Audit Difference
December 31, 2023

#	Description	Asset	Liability	Equity	Change in Equity
1	Accrual payroll	\$ -	\$ 16,708	\$ (16,708)	\$ (16,708)
	Prior year audit difference - accrued payroll				14,702
	Net Difference	-	16,708	(16,708)	(2,006)
	Financial statement balances	34,992,873	10,405,661	24,517,212	2,371,998
	% Difference	0.0%	0.2%	-0.1%	-0.1%