

**RESOLUTION 12-16-25-06 OF THE MEMBERS OF THE
CHAUTAUQUA REGION ECONOMIC DEVELOPMENT CORPORATION
APPROVING THE ARTICLES OF GOVERNANCE FOR THE CHAUTAUQUA COUNTY
PARTNERSHIP FOR ECONOMIC GROWTH**

December 16, 2025

I, Gary Henry, Chairman of the Chautauqua Region Economic Development Corporation, a public benefit corporation (“CREDC”) hereby certify that at a meeting of the Members of the CREDC duly called and held at the CCIDA Board Room, 201 West Third Street, Jamestown, County of Chautauqua New York at 10:30 a.m. on the 16th day of December, 2025 at which a quorum was present, the following resolutions were unanimously adopted:

WHEREAS, the Chautauqua County Partnership for Economic Growth (“CCPEG”) was established as a public/private economic development partnership under the umbrella of CREDC to foster better communications, build greater efficiencies, create an environment that fosters better collaboration, and promote the responsible and efficient allocation of resources; and

WHEREAS, a strong and stable governance structure is needed to ensure the longevity and sustainability of CCPEG, and

WHEREAS, CREDC has written an Articles of Governance to guide the ongoing delivery of economic development services through CCPEG:

- To define the mission and guiding principles of the organization ensuring that collaboration, public-private partnerships, and multi-sectoral engagement continue to drive CCPEG’s strategies.
- To establish an organizational structure through the CCPEG Advisory Board and workgroups to carry forward the initiatives, projects, and meetings of the organization.
- To clearly define the role of CREDC as the administrator and fiscally responsible agent for the management of CCPEG.

NOW, THEREFORE, BE IT RESOLVED, that the members of the Board of CREDC do accept and ratify the Articles of Governance for the Chautauqua County Partnership for Economic Growth (CCPEG) and authorize the CCPEG Advisory Board and workgroups to administer the mission and organizational structure as established therein.

By: _____
Authorized Representative

Date: December 16, 2025

Articles of Governance

CHAUTAUQUA COUNTY PARTNERSHIP FOR ECONOMIC GROWTH

Article I: Name of Organization

- 1.1 The name of the organization is the *Chautauqua County Partnership for Economic Growth (CCPEG)*.

Article II: Address of Organization

- 2.1 The organization has two offices at:
- 201 W. 3rd St. - Suite #115
Jamestown, NY 14701
&
214 Central Avenue, Suite 124
Dunkirk, NY 14048

Article III: Mission

- 3.1 The Chautauqua County Partnership for Economic Growth (CCPEG) brings together public and private leaders to focus on county-wide and regional economic development. It serves as the catalyst and broker of resources for advancing economic prosperity efforts and is the central coordinating entity for improving the quality of life in our communities, thereby attracting people and businesses to Chautauqua County to live, work, recreate, and invest.

Article IV. Guiding Principles

- 4.1 *Collaboration* –Within the core of CCPEG’s mission is creating an environment of collaboration to advance economic development. Public entities, non-profit organizations, individuals, and private industry all play a role in the mission. Through the workgroup structure, community partners plan, create, and implement projects that align with the priorities of each workgroup and the County’s Economic Development Strategy.
- 4.2 *Smart Growth* – To promote the character of our towns, villages, and cities, CCPEG prioritizes projects that preserve our historic main streets, develop in-fill uses of land,



CHAUTAUQUA COUNTY PARTNERSHIP

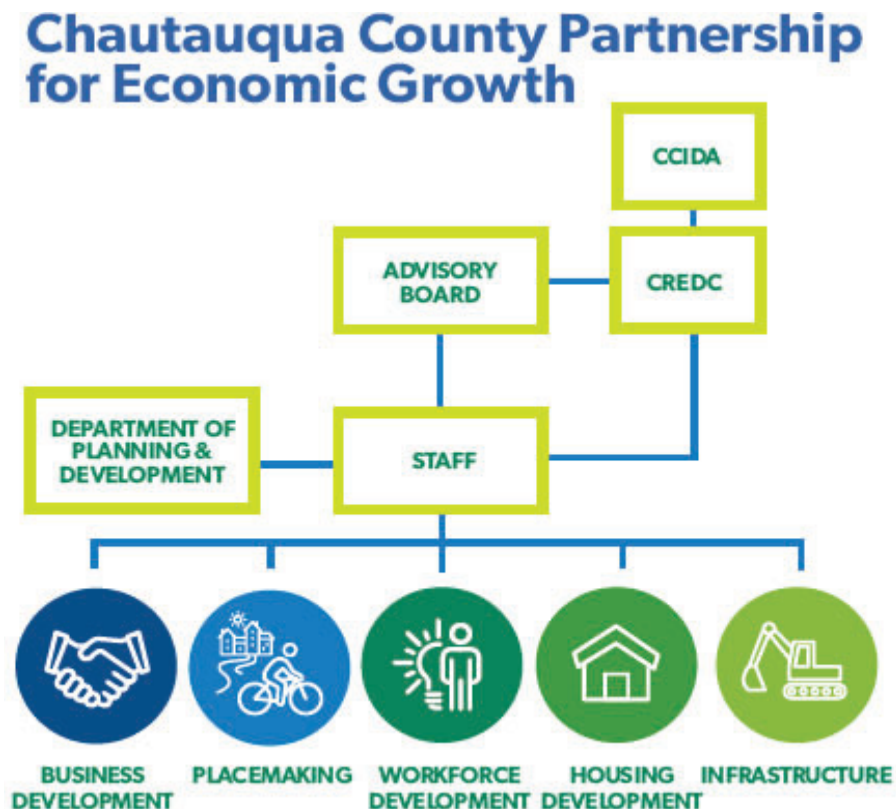
for Economic Growth

utilize existing infrastructure, and create memorable places that improve the quality of life in our communities.

- 4.3 *Economic Development* – For CCPEG, economic development is defined broadly to address the diversity of community needs. The five workgroups facilitate new projects and initiatives that complement each other and are deemed necessary for overall economic growth.

Article V: Organizational Structure

- 5.1 CCPEG is a program of the Chautauqua Region Economic Development Corporation (CREDC), a non-profit, 501(c)3 organization, in cooperation with the Chautauqua County Industrial Development Agency (CCIDA). CCPEG receives input and oversight from a volunteer advisory board consisting of leaders from the public and private sectors representing communities across Chautauqua County.
- 5.2 CCPEG convenes workgroups of public and private leaders to plan, innovate, implement, and drive solutions in five strategic areas: Business Development, Placemaking, Workforce Development, Housing Development, and Infrastructure.
- 5.3 *Organizational Chart*



Article VI. Advisory Board

- 6.1 *Purpose/Powers* – The purpose of the CCPEG Advisory Board is to provide guidance, expertise, and strategic thinking to CCPEG leadership on the programs and initiatives of the organization.
- 6.2 *Size* – The Advisory Board shall consist of no more than 15 members. The Chairperson, or one of the two Co-Chairpersons of each workgroup, shall serve as members of the Advisory Board along with community leaders and skilled professionals from the public and private sectors.
- 6.3 *Leadership* – The Advisory Board will be co-chaired by the Deputy County Executive for Economic Development and a member of the Advisory Board selected by the Deputy County Executive.
- 6.4 *Appointment* – Members of the Advisory Board will be appointed by the Deputy County Executive for Economic Development and confirmed during a general or special meeting of the Advisory Board.
- 6.5 *Terms* – Members of the Advisory Board will be asked to serve an initial four-year term on the Advisory Board, which may be renewed by mutual agreement with the Deputy County Executive.
- 6.6 *Vacancies* – It is the responsibility of CCPEG staff and the Deputy County Executive to fill vacancies on the Advisory Board in a timely manner.

Article VII: Work Groups

- 7.1 *Purpose/Powers* – The purpose of each workgroup is to advance projects and initiatives within the workgroup sector that contribute to economic development in Chautauqua County. The workgroup serves as a network for sector professionals to identify challenges and opportunities within the sector that can be addressed through collaborative action.
- 7.2 *Work-group Names* – The standing workgroups of CCPEG are: Business Development, Placemaking, Workforce Development, Housing Development, and Infrastructure. The Advisory Board may consolidate workgroups and/or create new workgroups as needed.
- 7.3 *Co-chair Role* – A chair or co-chairs for each workgroup will be appointed by the Deputy County Executive for Economic Development. The chair or co-chairs will share the responsibility for advising and convening their workgroup. The chair or one co-chair will also serve on the Advisory Board representing the interests of the workgroup.



CHAUTAUQUA COUNTY PARTNERSHIP

for Economic Growth

- 7.4 *Terms* – Chairs and co-chairs will be asked to serve an initial four-year term with the workgroup. This may be renewed with the mutual agreement of the chair/co-chair and the Deputy County Executive for Economic Development.
- 7.5 *Vacancies* - It is the responsibility of CCPEG staff and the Deputy County Executive to fill vacancies for workgroup chairs in a timely manner.

Article VIII: Meetings

- 8.1 *Regular Meetings* – The Advisory Board and workgroups will meet regularly according to the schedule established by CCPEG staff each year. Each workgroup shall meet at minimum three times each year to conduct the business of CCPEG.
- 8.2 *Annual Meeting* – One meeting of the Advisory Board will serve as the organization’s annual meeting. During this meeting, special business may be conducted that is necessary on an annual basis.
- 8.3 *Location* – The location of meetings will generally rotate between the northern and southern portions of the County so as to include participants from both locations. Hybrid/virtual meetings options will be offered when possible.
- 8.4 *Recordkeeping* – All regular and annual meetings of CCPEG, including meetings of the Advisory Board and workgroup meetings, will involve minute taking to document the meeting. All meeting minutes will be kept in a secure location for a minimum of seven years from the date of the meeting.

Article VIII: Fiduciary Responsibility

- 9.1 The Chautauqua County Partnership for Economic Growth (CCPEG) is not itself a 501(c)3 organization and does not receive or manage any funds. All financial matters related to CCPEG are managed by the Chautauqua Region Economic Development Corporation (CREDC), a non-profit, 501(c)3 organization. The Board of Directors of CREDC is responsible for the financial management of CCPEG’s funds.
- 9.2 *Conflicts of Interest* – Advisory Board members should disclose any personal, financial, or professional interests that could interfere with their duties or pose a real or perceived conflict of interest. Members must recuse themselves from discussions and votes on matters where they have a conflict of interest. Decisions on conflict of interest or other ethical concerns shall be made by the Deputy County Executive.

Article IX: Amendments

- 10.1 Any amendments to these CCPEG Articles of Governance must be approved by the CREDC Board of Directors.

**RESOLUTION 12-16-25-07 OF THE MEMBERS OF THE
CHAUTAUQUA REGION ECONOMIC DEVELOPMENT CORPORATION
APPROVING ENTRY INTO AGREEMENT WITH CHAUTAUQUA COUNTY AND LOCAL
FOUNDATIONS FOR GRANT FUNDING FOR THE CHAUTAUQUA COUNTY PARTNERSHIP
FOR ECONOMIC GROWTH**

December 16, 2025

I, Gary Henry, Chairman of the Chautauqua Region Economic Development Corporation, a public benefit corporation (“CREDC”) hereby certify that at a meeting of the Members of the CREDC duly called and held at the CCIDA Board Room, 201 West Third Street, Jamestown, County of Chautauqua New York at 10:30 a.m. on the 16th day of December, 2025 at which a quorum was present, the following resolutions were unanimously adopted:

WHEREAS, the Chautauqua County Partnership for Economic Growth (“CCPEG”) was established as a public/private economic development partnership under the umbrella of CREDC to foster better communications, build greater efficiencies, create an environment that fosters better collaboration, and promote the responsible and efficient allocation of resources; and

WHEREAS, a hallmark component of CCPEG is the identification, development, and implementation of key projects that align to the Chautauqua County Economic Development Strategic Plan; and

WHEREAS, public, private, and philanthropic resources are needed to continue forward progress in enhancing economic prosperity and achieve specific performance metrics, and

WHEREAS, CREDC has obtained the following funding commitments to support the CCPEG:

- The Northern Chautauqua Community Foundation shall provide a sum of \$100,000 for operational support for the Partnership for Economic Growth for the period of January 1, 2026 through December 31, 2026;
- The Gebbie Foundation shall provide a sum of \$85,000 for operating support to advance implementation of the Chadakoin River Strategic Business plan in order to activate the Chadakoin River and its economic potential, for the period of January 1, 2026 through December 31, 2026;
- Chautauqua County shall provide \$35,000 for greenway development activities and to support the Friends of Chautauqua County Greenways group, for the period of January 1, 2026 through December 31, 2026; and
- Chautauqua County shall provide \$50,000 for tourism development and placemaking activities, for the period of January 1, 2026 through December 31, 2026.



NOW, THEREFORE, BE IT RESOLVED, that the Administrative Director, Chief Financial Officer, Chairman, or any officer of CREDC be and hereby is authorized to execute and deliver any and all documents necessary to effectuate the foregoing resolution, and given full ability to enter into agreements and expend funds in a manner consistent with the goals of CCPEG and CREDC, and that such actions be and hereby are ratified in all respects.

By: _____
Authorized Representative

Date: December 16, 2025

CREDC - Board Report
Statement of Revenues and Expenditures
From 1/1/2025 Through 11/30/2025

	CREDC	CCPEG	Ralph Wilson	ARPA	Total
Revenue					
Application and Administrative Fees	-	-	-	-	-
PEG Income	180	206,000	-	-	206,180
Chadakoin River Income	-	95,256	-	7,949	103,205
Grant Income	-	216,154	418,206	-	634,360
Grant Income Chautauqua County	-	91,500	-	-	91,500
Rental Income	-	-	-	-	-
Interest Income	13,482	-	-	-	13,482
Miscellaneous Income	2,422	7,000	-	-	9,422
Gain on Sale of Assets	-	-	-	-	-
Total Revenue	16,084	615,909	418,206	7,949	1,058,148
Expense					
Payroll and Benefits	128,214	229,485	183,333	-	541,032
Professional Fees	18,898	231,657	14,900	543	265,998
Conferences, Trainings, and Meetings	2,432	7,847	-	-	10,279
Office Supplies	-	12,555	-	-	12,555
Insurance	240	-	-	-	240
Travel expense	-	8,103	-	-	8,103
Publicity and Promotion	-	26,587	24,973	7,407	58,967
Industrial Park Expense	(1,439)	-	-	-	(1,439)
Rent	-	11,880	-	-	11,880
Utilities	-	-	-	-	-
Interest	-	-	-	-	-
Grant Contractual Services	(3,750)	58,920	195,000	-	250,170
Other Expense	-	8,784	-	-	8,784
Depreciation	-	-	-	-	-
Total Expense	144,595	595,819	418,206	7,949	1,166,569
Excess of Revenue over Expense	(128,511)	20,091	-	-	(108,421)

CREDC - Board Report
Balance Sheet
As of 11/30/2025

	CREDC	CCPEG	Ralph Wilson	ARPA	Total
Assets					
Cash and Cash Equivalents	345,307	187,056	131,794	51,126	715,283
Accounts Receivable	-	40,000	-	-	40,000
Loans Receivable					-
Loan Receivable DMP Spec Building	-	-	-	-	-
Loan Receivable 2071 Stoneman, LLC	-	-	-	-	-
Total Loans Receivable	-	-	-	-	-
Notes Receivable	1,308,749	-	-	-	1,308,749
Fixed Assets net of Depreciation	-	-	-	-	-
Land Held for Resale	30,488	-	-	-	30,488
Other Assets	2,093	490	-	-	2,583
Bad Debt Reserve	(67,000)	-	-	-	(67,000)
Total Assets	1,619,637	227,546	131,794	51,126	2,030,103
Liabilities					
Current Liabilities	-	78	-	-	78
Long Term Liabilities					-
Lease Liability	-	-	-	-	-
Total Long Term Liabilities	-	78	-	-	78
Bonds Payable					-
Bond Payable Chadwick Spec Bldg	-	-	-	-	-
Bond Payable Stoneman Spec Bldg	-	-	-	-	-
Bond Payable Airport Hanger Chaut Co	-	-	-	-	-
Total Bonds Payable	-	-	-	-	-
Deferred Revenue					-
Deferred Revenue JAP OCR	367,000	-	-	-	367,000
Deferred OCR Jmstrn Container	400,000	-	-	-	400,000
42 Lake Erie Hideaway Def	217,000	-	-	-	217,000
White Inn OCR	164,000	-	-	-	164,000
Deferred Revenue County Capital	-	-	-	-	-
Other	1,140	166,740	131,794	50,151	349,825
Total Deferred Revenue	1,149,140	166,740	131,794	50,151	1,497,825
Total Liabilities	1,149,140	166,818	131,794	50,151	1,497,903
Equity					-
Current Year	(128,511)	20,091	-	-	(108,421)
Prior Year	599,008	40,638	-	975	640,621
Total Equity	470,497	60,728	-	975	532,200
Total Liabilities and Equity	1,619,637	227,546	131,794	51,126	2,030,103

CREDC
Statement of Revenues and Expenditures
From 1/1/2025 - 11/30/2025

	Current Year Actual	YTD Budget	Total Budget 2025	YTD Budget Variance
Revenue				
Deferred Revenue (projected)	-	228,341	249,099	(228,341)
Deferred Revenue - Chadakoin	95,256	-	-	95,256
Other Revenue	215,602	101,750	111,000	113,852
Interest Revenue	13,482	20,648	22,525	(7,166)
Grant Income	642,309	810,244	883,902	(167,934)
Grant Income from Chautauqua County	91,500	77,917	85,000	13,583
Total Revenue	1,058,148	1,238,899	1,351,526	(180,750)
Expense				
Payroll and Benefits	541,032	550,023	600,025	8,991
Professional Fees	265,998	137,102	149,566	(128,896)
Conferences, Trainings, and Meetings	10,279	20,717	22,600	10,438
Office Supplies	12,555	6,142	6,700	(6,413)
Travel expense	8,103	2,750	3,000	(5,353)
Publicity and Promotion	58,967	58,064	63,343	(902)
Rent	11,880	10,890	11,880	(990)
Other Expense	7,585	3,667	4,000	(3,919)
Grant Contractual	250,170	597,119	651,403	346,949
Total Expense	1,166,569	1,386,474	1,512,517	219,905
Excess of Revenue over Expense	(108,421)	(147,575)	(160,991)	39,154