





Presentation to the Port of Seattle Audit Committee

### Results of 2010 Audit

May 3, 2011



# **Reports Issued**

- Report on financial statements
  - Unqualified opinion on the financial statements
    - Opinion covers separate statements of the Enterprise Fund and the Warehousemen's Pension Trust Fund
    - Report date of April 22, 2011
  - Delivered by April 29, 2011
- Audit and report on Schedule of Net Revenues Available for Revenue Bond Debt Service
  - Report dated the same date as financial statement opinion
  - Delivered by April 29, 2011
- Audit and report on Schedule of Passenger Facility Charges (PFC's), receipts and expenditures and related internal controls
  - Reports dated the same date as financial statement opinion
  - Final draft completed by April 29, 2011
- Audit and report on Federal Financial Assistance Programs and related internal controls and compliance in accordance with Federal OMB Circular A-133 (Single Audit)
  - Reports dated the same date as financial statement opinion
  - Final draft completed by April 29, 2011



# **Internal Control Matters**

- No material weaknesses in internal controls identified
- Observations for business process improvements
  - More robust review of quarterly PFC reports received from the airlines
  - East Marginal Way Program quarterly progress reports should be retained upon submission
  - Information technology matters
    - No new matters identified
  - Finding of non-compliance
    - Verification of suspended/debarred parties on back-funded Federal claims was not performed
    - No questioned costs noted



# Areas of Audit Effort

#### Internal control environment

- Understand and test the design and implementation of key controls surrounding all significant financial statement accounts and administrative processes and compliance requirements
- Assess information technology general controls and certain application controls
- Test sample of transactions of the capital assets related systems, payroll, cash disbursements and procurement systems, and leases
- Treasury and investment, debt, cash, budget, third party transactions, environmental liability, and financial close and reporting cycles tested through observations, inquiries and walkthroughs of each system and controls

#### Management estimates

• Environmental and pollution remediation obligation accruals, legal and insurance reserves, depreciation, allowance for doubtful accounts, grant receivables, arbitrage liabilities, actuarial valuations for the Warehousemen's Pension Trust amounts and disclosures



## Areas of Audit Effort - continued

#### Revenue recognition

- Operating revenue analysis using business indicators such as landed weight, enplanements, gate usage, crane movements, and boat counts
- Ad valorem tax levy, investment income, PFC, CFC, and federal grants
- Consideration of the collectability of related receivables
- Signatory lease and operating agreement
  - Revenue requirements for landing fees and terminal rents according to the agreement
  - Cost elements debt service allocation and operating and maintenance expense
- Accounting for leases
  - Airport concessions and fuel system, Seaport, and Real Estate leases
  - Testing of lease terms, payments and appropriate accounting treatment and disclosures



## Areas of Audit Effort - continued

- Bonds and related accounts
  - Arbitrage liability, capitalized interest, discounts and premiums, new debt issuance, debt repayments, compliance with covenants, and audit of Net Revenue Schedule
- Capital assets
  - Consideration of capitalization policies and potential impairment as well as testing of additions, retirements, overhead application, capitalized interest, depreciation
- Net assets
  - Consideration of classification for unrestricted, restricted, and invested in capital assets, net of related debt
- Warehousemen's Pension Trust Fund
  - Separate materiality and procedures



## Areas of Audit Effort - continued

- Administration of federal awards and related administrative controls and compliance
  - Total federal expenditures of \$37.5 million
  - Two major programs
    - Airport Improvement Program \$30.2 million
    - East Marginal Way Grade Separation Program \$3.7 million
  - Tested major programs for compliance with OMB-Circular A-133 and grant specific requirements
  - One finding noted related to Excluded Party List System (EPLS) verification on back-funded claims
- Passenger Facility Charge (PFC) Program Audit
  - Schedules of Passenger Facility Charge Program Receipts and Expenditures
  - Tested internal controls and compliance with PFC requirements
  - No findings noted



# **Required Communications**

- Auditor and Management responsibilities for financial statements under Generally Accepted Auditing Standards
  - Auditor: To form and express an opinion about whether the financial statements are fairly presented; to plan and perform the audit in accordance with generally accepted auditing standards and Government Auditing Standards
  - Our audit does not relieve management and the Board of its responsibilities
- Audit was performed according to the planned scope
- Significant accounting policies
  - Summarized in Note 1 to the financial statements
  - Consistent with the prior years
- Management judgments and accounting estimates
  - Environmental expenses and related accruals
  - Litigated and non-litigated loss contingencies
  - Capitalized interest
  - Depreciation
  - Allowances for doubtful accounts
  - Grant receivables



# **Required Communications**

- Financial Statement disclosures were consistent, clear and understandable
- Audit Adjustments
  - There were no proposed or passed adjustments
- Representations were requested of management
- Disagreements with management (none)
- Consultation with other independent auditors (none of which we are aware)
- Difficulties encountered during the audit (none)
- Illegal acts (none noted)
- Ability to continue as a going concern (no additional disclosure necessary)
- Consideration of fraud in a financial statement audit
  - Procedures performed:
    - Journal entry testing
    - Interviews of personnel
- Moss Adams is independent with respect to the Port of Seattle



# **Other Communications**

- All significant audit issues and new accounting pronouncements were addressed early in the audit process
- Weekly meetings were held between Moss Adams and Port management and staff throughout the audit term
- The audits progressed on time and in an orderly fashion
  - All Port personnel were courteous, responsive and fulfilled all of our requests in a timely manner
- As planned, Branch Richards & Co. personnel were an integral part of our audit team. Approximately 7% of our audit hours were contributed by this small business firm