



PORT OF OAKLAND  
OAKLAND, CALIFORNIA

# Port of Oakland Audit Committee

FY 2023/24 AUDIT SERVICE PLAN

# Scope of Audits

- Annual Comprehensive Financial Report
- Single Audit
- Passenger Facility Charge compliance audit
- Customer Facilities Charge compliance audit
- Deferred Compensation Plan

# Required Communications with Those Charged with Governance

## Planning

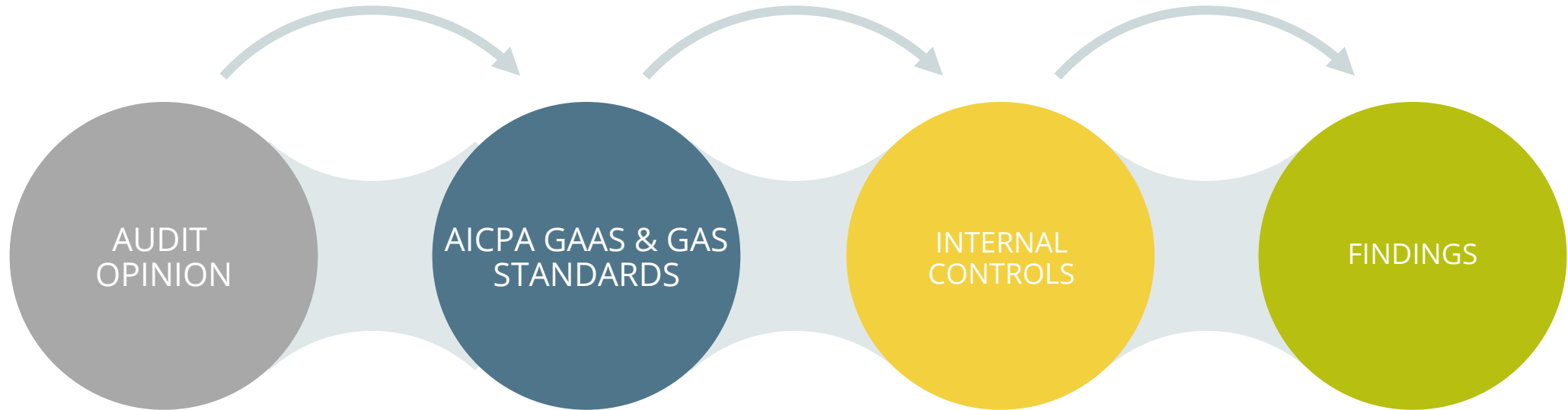
- Auditor's responsibility under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance
- Planned scope and timing of audit

## Results

- Significant audit findings
- Qualitative aspects of accounting practices
- Difficulties encountered in performing the audit
- Corrected and uncorrected misstatements
- Management representations
- Management consultations with other independent accountants
- Other audit findings or issues

# Our Responsibility

Our responsibility under U.S. *Generally Accepted Auditing Standards* and *Generally Accepted Government Auditing Standards*.



To express our opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. This does not relieve you or management of your responsibilities.

To perform an audit in accordance with generally accepted auditing standards issued by the AICPA and *Government Auditing Standards* (GAS), and to design the audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. We will also consider internal controls over financial reporting and compliance with provisions of law regulations, contracts, and grant agreements.

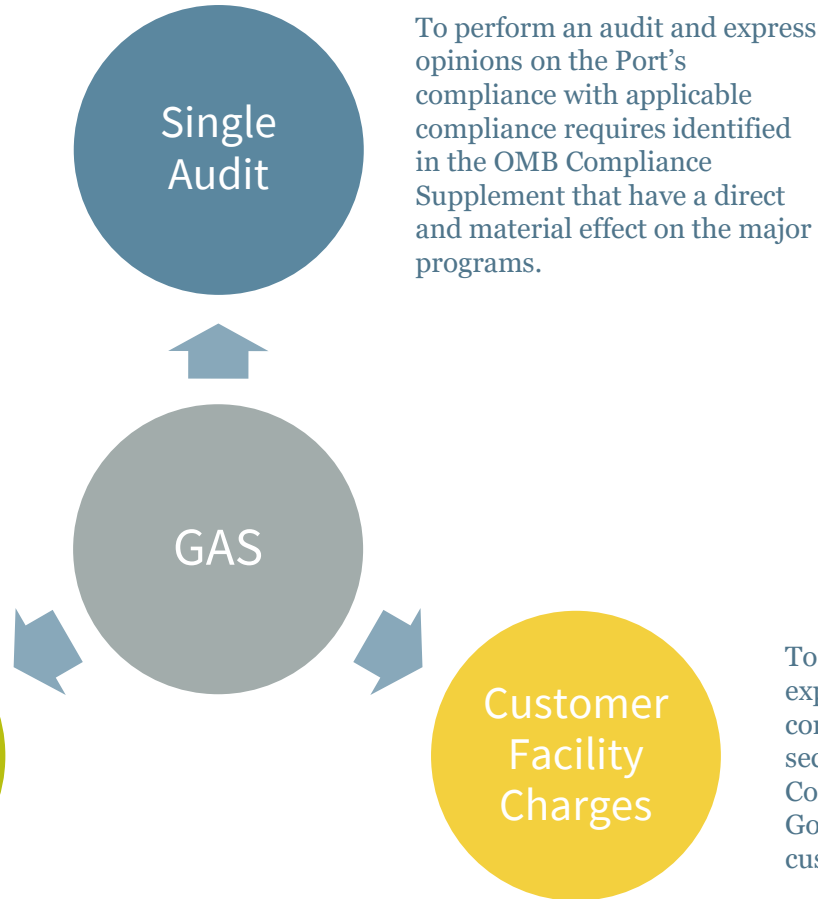
To obtain an understanding of the Port and its environment, including internal controls over financial reporting and compliance, as a basis for designing our audit procedures, but not for the purpose of expressing an opinion on its effectiveness.

To communicate findings that, in our judgment, are relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

# Our Responsibility

Our responsibility under U.S. *Generally Accepted Auditing Standards, Generally Accepted Government Auditing Standards, and other requirements.*

To perform and audit and express an opinion on the Port's compliance with the requirements described in the Passenger Facility Charge Guide Audit Guide for Public Agencies, issued by the Federal Aviation Administration



To performance and audit and express an opinion on the Port's compliance with applicable sections of the California Civil Code and California Government Code related to customer facility charges.

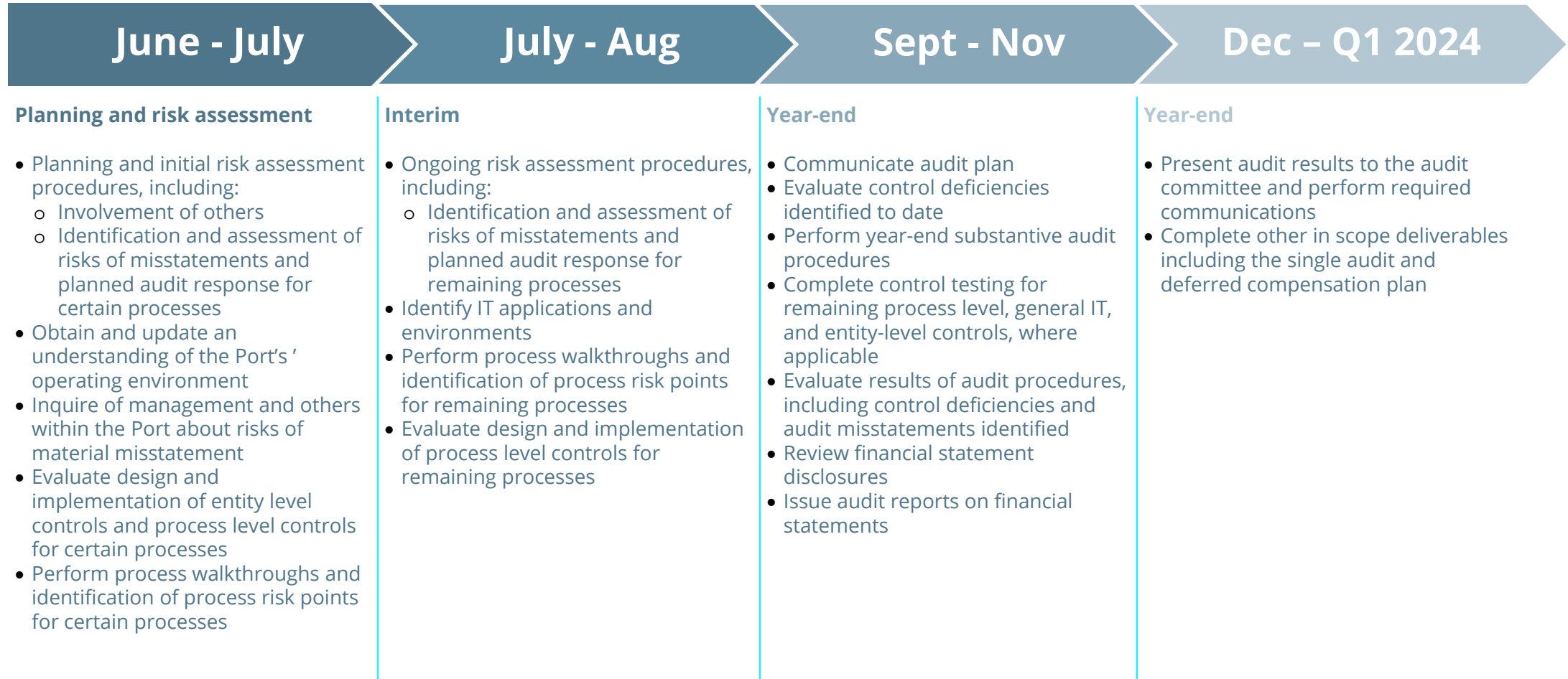


# Management Responsibilities

Management responsibilities – Financial statements	<ul style="list-style-type: none"><li>• Fairly presenting the financial statements, including disclosures in conformity with U.S. GAAP</li><li>• Adjusting the financial statements to correct material misstatements and affirming in the representation letter that the effects of any uncorrected misstatements aggregated by the auditor are immaterial, both individually and in the aggregate, to the financial statements taken as a whole</li></ul>
Management responsibilities – ICFR	<ul style="list-style-type: none"><li>• Design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error</li></ul>
Management responsibilities – Other	<ul style="list-style-type: none"><li>• To provide the auditor with:<ol style="list-style-type: none"><li>1. access to all information of which management is aware is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters;</li><li>2. additional information that the auditor may request from management for the purpose of the audit; and</li><li>3. unrestricted access to persons within the entity from whom the auditor determines it necessary to obtain audit evidence</li></ol></li><li>• Identifying and ensuring that the entity complies with laws and regulations applicable to its activities, and for informing the auditor of any known material violations of such laws and regulations</li><li>• Providing the auditor with a letter confirming certain representations made during the audit, that includes but is not limited to management's:<ol style="list-style-type: none"><li>1. disclosure of all significant deficiencies, including material weaknesses, in the design or operation of internal controls that could adversely affect the entity's financial reporting</li><li>2. acknowledgement of their responsibility for the design, implementation, and maintenance of internal controls to prevent and detect fraud</li></ol></li></ul>
Audit Committee responsibilities	<ul style="list-style-type: none"><li>• Oversight of the financial reporting process and internal control over financial reporting (ICFR)</li><li>• Oversight of the establishment and maintenance by management of programs and controls designed to prevent, deter, and detect fraud</li></ul>
Management and Audit Committee responsibilities	<ul style="list-style-type: none"><li>• Setting the proper tone and creating and maintaining a culture of honesty and high ethical standards</li><li>• Ensuring that the entity's operations are conducted in accordance with the provisions of laws and regulations, including compliance with the provisions of laws and regulations that determine the reported amounts and disclosures in the entity's financial statements.</li></ul>



# Audit Timeline



# Accounting Updates

## Effective for fiscal year 2024

Statement No. 99, *Omnibus 2022 (provisions that relate to financial guarantees and derivative instruments)*  
Statement No. 100, *Accounting Changes and Error Corrections*

## Effective for fiscal year 2025

Statement No. 101, *Compensated Absences*  
Statement No. 102, *Certain Risk Disclosures*

## Effective for fiscal year 2026

Statement No. 103, *Financial Reporting Model Improvements*



# Questions?

## FY 2023/24 AUDIT SERVICE PLAN

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