

COMMONWEALTH PORTS AUTHORITY

REPORT ON COMPLIANCE AND INTERNAL  
CONTROL OVER COMPLIANCE WITH  
REQUIREMENTS APPLICABLE TO THE  
PASSENGER FACILITY CHARGE PROGRAM

YEAR ENDED SEPTEMBER 30, 2017

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR THE  
PASSENGER FACILITY CHARGE PROGRAM; REPORT ON INTERNAL  
CONTROL OVER COMPLIANCE; AND REPORT ON THE SCHEDULE  
OF PASSENGER FACILITY CHARGES COLLECTED AND EXPENDED

Board of Directors  
Commonwealth Ports Authority:

## **Report on Compliance for the Passenger Facility Charge Program**

We have audited Commonwealth Ports Authority's (CPA) compliance with the types of compliance requirements described in the *Passenger Facility Charge Audit Guide for Public Agencies*, issued by the Federal Aviation Administration (the Guide) that could have a direct and material effect on CPA's passenger facility charge (PFC) program for the year ended September 30, 2017.

### ***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its PFC program.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for CPA's PFC program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the Guide. Those standards and the Guide require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the PFC program occurred. An audit includes examining, on a test basis, evidence about CPA's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our qualified opinion on compliance for the PFC program. However, our audit does not provide a legal determination of CPA's compliance.

### ***Basis for Qualified Opinion on the PFC Program***

As described in items 2017-001 through 2017-005 in the accompanying Schedule of Findings and Questioned Costs (pages 6 through 12), CPA did not comply with requirements regarding project cost allowability, special notification and reporting and additional program requirements. Compliance with such requirements is necessary, in our opinion, for CPA to comply with the requirements applicable to that program.

***Qualified Opinion on the PFC Program***

In our opinion, except for the noncompliance described in the Basis for Qualified Opinion paragraph, CPA complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its PFC program for the year ended September 30, 2017.

**Report on Internal Control Over Compliance**

Management of CPA is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered CPA's internal control over compliance with the types of requirements that could have a direct and material effect on the PFC program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the PFC program and to test and report on internal control over compliance in accordance with the Guide, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of CPA's internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as discussed below, we identified certain deficiencies in internal control over compliance that we consider to be material weaknesses.

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of the PFC program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is reasonable possibility that material noncompliance with a type of compliance requirement of the PFC program will not be prevented, or detected and corrected, on a timely basis. We consider the deficiencies in internal control over compliance described in the accompanying Schedule of Findings and Questioned Costs as items 2017-001 through 2017-005 to be material weaknesses.

CPA's responses to the internal control over compliance findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. CPA's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Guide. Accordingly, this report is not suitable for any other purpose.

**Report on Schedule of Passenger Facility Charges Collected and Expended**

We have audited the financial statements of CPA as of and for the year ended September 30, 2017, and have issued our report thereon dated January 18, 2019, which was qualified due to our inability to determine the effects of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions* on CPA's financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying Schedule of Passenger Facility Charges Collected and Expended (page 4) is presented for purposes of additional analysis as required by the Guide and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Passenger Facility Charges Collected and Expended is fairly stated in all material respects in relation to the financial statements as a whole.

*Deloitte & Touche LLC*

January 18, 2019

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Schedule of Passenger Facility Charges Collected and Expended  
Each Quarter and Year Ended September 30, 2017

	Date Originally Approved	Original Amount Approved	Beginning Cumulative Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	Ending Cumulative Total
Receipts		\$ -	\$ 23,773,012	\$ 727,223	\$ 760,897	\$ 782,285	\$ 720,831	\$ 2,991,236	\$ 26,764,248
Project expenditures:									
Electrical upgrade/generator	10/15/04	4,598,526	4,983,235	-	-	-	-	-	4,983,235
Conversion of restaurant to holding room	10/15/04	715,320	569,422	-	-	-	-	-	569,422
Sewerline connection	10/15/04	5,160,701	2,538,774	-	-	-	-	-	2,538,774
Enclosure and air cond of corridor	10/15/04	2,153,232	664,510	-	-	-	-	-	664,510
Environmental assessment/hardstand	10/15/04	4,360	4,360	-	-	-	-	-	4,360
Connecting taxiway	10/15/04	428,666	-	-	-	-	-	-	-
Storm drainage master plan study	10/15/04	7,473	28,092	-	-	-	-	-	28,092
Parallel taxiway	10/15/04	244,379	388,940	-	-	-	-	-	388,940
Aircraft waste disposal	10/15/04	802,990	305,099	-	-	-	-	-	305,099
Perimeter fencing	10/15/04	439,380	152,647	-	-	-	-	-	152,647
New ARFF vehicle	10/15/04	208,777	-	-	-	-	-	-	-
Environmental assessment	10/15/04	66,916	34,811	-	-	-	-	-	34,811
Flight information display	10/15/04	1,338,317	-	-	-	-	-	-	-
Radio communication upgrade	10/15/04	535,327	-	-	-	-	-	-	-
Runway 7/25 rehabilitation phase I & II	10/15/04	1,731,800	3,891,472	2,670	891	2,849	10,724	17,134	3,908,606
ARFF training facility (burn pit)	10/15/04	497,417	497,417	-	-	-	-	-	497,417
Noise mitigation	10/15/04	89,608	-	-	-	-	-	-	-
Airport security enhancement	10/15/04	887,828	1,141,434	-	-	-	-	-	1,141,434
ARFF training facility (classroom)	10/15/04	81,156	197,788	-	-	-	-	-	197,788
Airport terminal roof replacement	10/15/04	410,000	300,500	-	-	-	-	-	300,500
Airport runway safety area improvement	10/15/04	400,000	352,926	-	-	-	-	-	352,926
PFC implementation and administration	10/15/04	91,200	81,200	-	-	-	-	-	81,200
Terminal modernization program	10/15/04	3,240,000	-	-	-	-	-	-	-
Apron expansion	10/15/04	1,286,206	503,207	-	-	-	-	-	503,207
Air conditioning arrival area	10/15/04	2,547,285	1,063,670	-	-	-	-	-	1,063,670
Runway/taxiway/apron	10/15/04	2,591,500	6,193,163	-	-	-	-	-	6,193,163
Rota airport visual guidance system	10/15/04	1,265,881	9,447	-	-	-	-	-	9,447
Rota runway environmental	10/15/04	5,446	46,938	-	-	-	-	-	46,938
Tinian runway improv. project	10/15/04	1,107,684	2,214,933	-	-	-	-	-	2,214,933
Tinian ARFF truck	10/15/04	119,173	65,917	-	-	-	-	-	65,917
Total expenditures		33,056,548	26,229,902	2,670	891	2,849	10,724	17,134	26,247,036
Interest and investment income		-	58,647	2,269	2,418	2,676	2,799	10,162	68,809
Balance at September 30, 2017									\$ 586,021

See accompanying notes to schedule of passenger facility charges collected and expended.

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### Notes to Schedule of Passenger Facility Charges Collected and Expended Year Ended September 30, 2017

#### (1) Schedule of Passenger Facility Charges Collected and Expended

On October 15, 2004, the Federal Aviation Administration (FAA) approved the Commonwealth Ports Authority's (CPA) application to impose and collect passenger facility charges (PFC) of \$4.50 per passenger at the Francisco C. Ada Saipan International Airport (GSN), Rota International Airport (GRO) and Tinian International Airport (TNI) for use either immediately or in the future for specifically approved airport improvement projects. The FAA approved total PFC collections of \$33,442,548 representing thirty-one projects and the use of PFC collections totaling \$33,012,548 on thirty projects consisting of twenty-three, five and two at GSN, GRO and TNI, respectively. The FAA authorized the imposition of PFC totaling \$430,000 for one project at GRO and required CPA to submit an application to use these collections no later than three years after the charge effective date. Effective January 1, 2005, the PFC was implemented. On June 4, 2015, the FAA approved to change the PFC collection expiration date from August 1, 2016 to June 1, 2021 for all airports.

On January 13, 2010, the FAA approved CPA's first amendment application to delete the impose only project totaling \$387,000, \$21,500 and \$21,500 at the GSN, GRO and TNI airports, respectively. On December 16, 2010, the FAA approved a second amendment increasing the impose and use authority for one project by \$39,600, \$2,200 and \$2,200 at the GSN, GRO and TNI airports, respectively. At September 30, 2017, the total approved PFC collections amount to \$33,056,548.

#### (2) Basis of Presentation

The Schedule of Passenger Facility Charges Collected and Expended includes the PFC program activity of CPA and is prepared using the cash basis of accounting. Receipts and income are recorded when cash is received and expenditures are recorded when cash is disbursed.

#### (3) Runway 7/25 Rehabilitation Phase I and II

Total expenditures recorded for Runway 7/25 Rehabilitation Phase I and II include costs recorded for Phases I through VII. Project costs for Phases I and II could not be determined.

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Schedule of Findings and Questioned Costs  
Year Ended September 30, 2017

Finding No.: 2017-001  
Area: Project Cost Allowability  
Questioned Costs: \$17,134

**Criteria:** The use of PFC revenue is limited to the allowable cost of approved projects. As stated in Section 158.13 of 14 CFR Part 158, PFC revenue, including any interest earned after such revenue has been remitted to a public agency, may be used only to finance the allowable costs of approved projects at any airport the public agency controls.

**Condition:** The total PFC applied exceeded the total PFC authority for the following:

Project	Acquisition Date	Fixed Asset No.	PFC Authority	Project Cost CPA Share	Difference
Electrical Upgrade/Generator	10/01/97	495	\$ 4,598,526	\$ 4,983,235	\$ (384,709)
Storm Drainage Master Plan Study	10/01/00	538	\$ 7,473	\$ 28,092	\$ (20,619)
Parallel Taxiway	10/01/98	519	\$ 244,379	\$ 388,940	\$ (144,561)
Runway 7/25 Rehab Phase I & II	n/a	n/a	\$ 1,731,800	\$ 3,908,606	\$ (2,176,806)
Airport Security Enhancement	10/01/08	876	\$ 887,828	\$ 1,141,434	\$ (253,606)
ARFF Training Facility (Classroom)	10/01/05	731	\$ 81,156	\$ 197,788	\$ (116,632)
Runway/Taxiway/Apron	06/01/12	1009	\$ 2,591,500	\$ 6,193,163	\$ (3,601,663)
Rota Runway Environmental	10/01/05	693,749,791	\$ 5,446	\$ 46,938	\$ (41,492)
Tinian Runway Improv. Project	10/01/04	654	\$ 1,107,684	\$ 2,214,933	\$ (1,107,249)

Further, the actual costs for the following projects are less than the total PFC authority:

Project	Acquisition Date	Fixed Asset No.	PFC Authority	Project Cost CPA Share	Difference
Conversion of Restaurant to Holding Room	10/01/99	499	\$ 715,320	\$ 569,422	\$ 145,898
Sewerline Connection	09/01/07	807	\$ 5,160,701	\$ 2,538,774	\$ 2,621,927
Enclosure and Air Cond of Corridor	09/30/02	588	\$ 2,153,232	\$ 664,510	\$ 1,488,722
Connecting Taxiway	10/01/03	633	\$ 428,666	\$ -	\$ 428,666
Aircraft Waste Disposal	10/01/04	659	\$ 802,990	\$ 305,099	\$ 497,891
Perimeter Fencing	10/01/05	686	\$ 439,380	\$ 152,647	\$ 286,733
New ARFF Vehicle	09/30/02	594	\$ 208,777	\$ -	\$ 208,777
Environmental Assessment	10/01/03	633	\$ 66,916	\$ 34,811	\$ 32,105
Airport Terminal Roof Replacement	10/01/06	750	\$ 410,000	\$ 300,500	\$ 109,500
PFC Implementation and Administration	n/a	n/a	\$ 91,200	\$ 81,200	\$ 10,000
Airport Runway Safety Area Improvement	10/01/08	878	\$ 400,000	\$ 352,926	\$ 47,074
Apron Expansion	10/01/99	500, 513	\$ 1,286,206	\$ 503,207	\$ 782,999
Air conditioning Arrival Area	09/30/02	590, 625	\$ 2,547,285	\$ 1,063,671	\$ 1,483,614
Rota Airport Visual Guidance System	10/01/05	692	\$ 1,265,881	\$ 9,447	\$ 1,256,434
Tinian ARFF Truck	10/01/04	662	\$ 119,173	\$ 65,917	\$ 53,256

**Cause:** The cause of the above condition is the lack of monitoring project costs.

**Effect:** The effect of the above condition is unallowable expenditures. Total questioned costs of \$17,134 exist as they represent costs incurred in the current year. Excess expenditures have been questioned in PFC audits for fiscal years 2009, 2010 and 2013 through 2016.

**Recommendation:** We recommend CPA review the approved PFC project costs and comply with the requirements of Section 158.13 of 14 CFR Part 158.

**Prior Year Status:** The lack of monitoring project costs was reported as a finding in the PFC audits for fiscal years 2005 through 2016.

COMMONWEALTH PORTS AUTHORITY

Schedule of Findings and Questioned Costs, Continued  
Year Ended September 30, 2017

Finding No.: 2017-001, Continued  
Area: Project Cost Allowability  
Questioned Costs: \$17,134

Auditee Response and Corrective Action Plan:

**Name of Contact Person:** Skye L. Aldan Hofschneider, Comptroller

**Corrective Action:** CPA has been reviewing all PFC approved projects to distinguish which projects are qualified for reimbursement. Once the review is completed, CPA will submit an amendment to the FAA for removal of unqualified or cancelled projects and reflection of actual costs incurred. Furthermore, as CPA completes its review of PFC approved projects and determines the eligibility of initial projects applied for, CPA will allocate the expenditures to qualified projects.

**Proposed Completion Date:** Ongoing



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Schedule of Findings and Questioned Costs, Continued  
Year Ended September 30, 2017

Finding No.: 2017-002  
Area: Project Cost Allowability  
Questioned Costs: \$-0-

Criteria: In accordance with Section 158.33 of 14 CFR Part 158:

- (a) a public agency shall not impose a PFC beyond the lesser of the following:
- (1) 2 years after approval to use PFC revenue on an approved project if the project has not been implemented, or
  - (2) 5 years after the charge effective date; or
  - (3) 5 years after the FAA's decision on the application (if the charge effective date is more than 60 days after the decision date) if an approved project is not implemented.
- (b) If, in the Administrator's judgment, the public agency has not made sufficient progress toward implementation of an approved project within the times specified in paragraph (a) of this section, the Administrator begins termination proceedings under subpart E of this part.

Condition: Tests of PFC project expenditures noted the following:

- Approval to impose and use PFC for the Terminal Modernization Program, Flight Information Display and Radio Communication Upgrade projects amounting to \$3,240,000, \$1,338,317 and \$535,327, respectively, was authorized in October 2004. To date, the projects have not been implemented. In addition, the Noise Mitigation project, which was approved for PFC funding of \$89,608 is not expected to materialize.
- Further, there are approved projects of \$33,056,548. Projects where the actual costs are less than the authority total \$9,453,596. Projects that have not been implemented to date total \$5,203,252. Total costs for projects where the total authority is greater than the actual cost less projects that have not been implemented results in total PFC approved project costs of \$18,399,700. Total PFC receipts as of year-end is \$26,592,741. Total PFC collected is greater than approved project costs by \$8,193,041.
- Lastly, the following approved projects are funded 100% by the FAA:

Project	Acquisition Date	Fixed Asset No.	PFC Authority	Project Cost CPA Share	Difference
Connecting Taxiway	10/01/03	633	\$ 428,666	\$ -	\$ 428,666
New ARFF Vehicle	09/30/02	594	\$ 208,777	\$ -	\$ 208,777

Cause: The cause of the above condition is lack of monitoring approved PFC projects.

Effect: The effect of the above condition is the possibility of funding loss and noncompliance with Section 158.33 of 14 CFR Part 158. Further, we recommend that CPA amend the PFC application to remove projects that have not been implemented and/or is not expected to materialize or are fully federally funded.

Recommendation: We recommend CPA monitor all PFC approved projects for compliance with Section 158.33 of 14 CFR Part 158.

Prior Year Status: Noncompliance with Section 158.33 of 14 CFR Part 158 was reported as a finding in the PFC audits for fiscal years 2009 through 2016.

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Schedule of Findings and Questioned Costs, Continued  
Year Ended September 30, 2017

Finding No.: 2017-002, Continued  
Area: Project Cost Allowability  
Questioned Costs: \$-0-

Auditee Response and Corrective Action Plan:

**Name of Contact Person:** Skye L. Aldan Hofschneider, Comptroller

**Corrective Action:** CPA is currently reviewing all PFC approved projects to distinguish which projects are qualified for reimbursement. Once the review is completed, CPA will submit an amendment to the FAA for removal of unqualified or cancelled projects and reflection of actual costs incurred.

**Proposed Completion Date:** Ongoing

COMMONWEALTH PORTS AUTHORITY

Schedule of Findings and Questioned Costs, Continued  
Year Ended September 30, 2017

Finding No.: 2017-003  
Area: Special Notification and Reporting  
Questioned Costs: \$-0-

**Criteria:** In accordance with Section 158.63 of 14 CFR Part 158, the public agency shall provide quarterly reports to carriers collecting PFCs for the public agency with a copy to the appropriate FAA Airports office. The quarterly report shall include PFCs received from collecting carriers, interest earned, and expenditures for the quarter; cumulative PFCs received, interest earned, expenditures, and the amount committed for use on currently approved projects, including the quarter; the PFC level for each project; and the current project schedule. The report must be provided on or before the last day of the calendar month following the calendar quarter or other period agreed by the public agency and collecting carrier.

**Condition:** During the year ended September 30, 2017, CPA reported quarterly PFC collections and disbursements online via the System of Airport Reporting (SOAR) and the following were noted:

1. The total expenditures for fiscal year 2017 reported on SOAR amounted to \$-0-. The actual PFC expenditures applied to an approved project amounted to \$17,134. In addition, cumulative expenditures of \$11,514,425 reported on SOAR are \$14,732,611 less than the actual cumulative expenditures. An explanation of the difference was not provided.
2. The total cumulative revenues and interest reported on SOAR for fiscal year 2017 amounted to \$26,835,745. The actual cumulative revenues and interest amounted to \$26,833,057 resulting in a difference of \$2,688. An explanation of the variance was not provided.
3. The following differences were noted in PFC collections for the 2nd and 3rd quarter SOAR reports as compared to the general ledger. A reconciliation could not be provided:

<u>Reporting Period</u>	<u>Per SOAR Report</u>	<u>Per General Ledger</u>	<u>Variance</u>
2nd Quarter	\$ 749,279	\$ 760,897	\$ (11,618)
3rd Quarter	\$ 798,787	\$ 782,285	\$ 16,502

**Cause:** The cause of the above condition is lack of awareness of program requirements.

**Effect:** The effect of the above condition is noncompliance with Section 158.63 of 14 CFR Part 158.

**Recommendation:** We recommend CPA comply with requirements of Section 158.63 of 14 CFR Part 158.

**Prior Year Status:** Noncompliance with Section 158.63 of 14 CFR Part 158 was reported as a finding in the PFC audits for fiscal years 2005 through 2016.

Auditee Response and Corrective Action Plan:

**Name of Contact Person:** Skye L. Aldan Hofschneider, Comptroller

**Corrective Action:** CPA hired a consultant to assist in reconciling expenditures and bringing the required reporting up to date. PFC expenditures and revenues are currently being reconciled for FY 2007 to the current fiscal year. Once the review is completed, CPA will request to amend the data in SOAR to reflect the correct amounts.

**Proposed Completion Date:** Ongoing

COMMONWEALTH PORTS AUTHORITY

Schedule of Findings and Questioned Costs, Continued  
Year Ended September 30, 2017

Finding No.: 2017-004  
Area: Special Notification and Reporting  
Questioned Costs: \$-0-

Criteria: In accordance with Section 158.51 of 14 CFR Part 158, PFC collected by the carrier shall be remitted to the public agency no later than the last day of the calendar month following the month in which the PFC was collected.

Condition: During the year ended September 30, 2017, fourteen air carriers remitted collections to CPA one or more months following the month in which the PFC collections were collected. In addition, PFC remitted by ten carriers did not include a description/information as to what period the collections relate to and/or the information available was incomplete. A summary is as follows:

<u>Airport</u>	<u>No. of Carriers</u>	<u>Time Lag in Collections</u>	<u>Information Not Available/Incomplete</u>
Saipan	31	13	8
Rota	4	1	2
Tinian	<u>1</u>	<u>-</u>	<u>-</u>
	<u>36</u>	<u>14</u>	<u>10</u>

Cause: The cause of the above condition is the lack of follow-up by CPA.

Effect: The effect of the above condition is noncompliance with Section 158.51 of 14 CFR Part 158.

Recommendation: We recommend CPA establish follow-up procedures with air carriers to ensure PFC collections are remitted on a timely basis and to comply with Section 158.51 of 14 CFR Part 158.

Prior Year Status: The lack of follow-up of PFC remittances and lack of compliance with Section 158.51 of 14 CFR Part 158 was reported as a finding in the PFC audits for fiscal years 2013 through 2016.

Auditee Response and Corrective Action Plan:

**Name of Contact Person:** Skye L. Aldan Hofschneider, Comptroller

**Corrective Action:** CPA agrees with this finding. In regards to airlines with direct flights to the CNMI, CPA has initiated monthly correspondence with air carriers to work towards PFC payments being submitted in a timely manner in accordance with Section 158.65 of 14 CFR Part 158. In dealing with airlines that do not have direct flights to the CNMI, it is difficult to determine which air carriers owe PFC's and the amount due. The transitioning of flights is not recorded by CPA; therefore CPA depends on the quarterly reports from various airlines to determine the amount to be paid, if at all.

CPA will review quarterly reports submitted for completion and will follow up with carriers who do not submit in a timely manner or at all.

**Proposed Completion Date:** Ongoing

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Schedule of Findings and Questioned Costs, Continued  
Year Ended September 30, 2017

Finding No.: 2017-005  
Area: Additional Program Requirements  
Questioned Costs: \$-0-

Criteria: In accordance with Section 158.67 (b) of 14 CFR Part 158, each public agency shall establish and maintain for each approved application a separate accounting record. The accounting record shall identify the PFC received from the collecting carriers, interest earned, the amounts used on each project, and the amount reserved for currently approved projects.

Condition: During the year ended September 30, 2017, CPA disbursed PFC funds totaling \$643,496. Of the total amount, \$17,134 was disbursed to an eligible PFC project. The remaining amount of \$626,362 was applied as a reimbursement of historical projects. Although CPA maintains a separate accounting record of PFC revenue received from collecting carriers and interest earned on collections, a separate record of PFC funds used on each approved project, a schedule of amounts reserved for currently approved projects and PFC reimbursements on historical projects are not maintained. We were unable to determine which historical projects were reimbursed during the fiscal year. CPA subsequently prepared a schedule of PFC expenditures; however, there was no evidence of review and approval.

Cause: The cause of the above conditions is the lack of maintaining a separate accounting record for PFC projects that are reviewed and approved by management.

Effect: The effect of the above condition is noncompliance with Section 158.67 (b) of 14 CFR Part 158.

Recommendation: We recommend CPA comply with the requirements of Section 158.67 (b) of 14 CFR Part 158.

Prior Year Status: The lack of maintaining a separate accounting record was reported as a finding in the PFC audits for fiscal years 2009 through 2016.

Auditee Response and Corrective Action Plan:

**Name of Contact Person:** Skye L. Aldan Hofschneider, Comptroller

**Corrective Action:** CPA will maintain a separate schedule to indicate what approved historical projects PFC expenditures were applied to. This schedule will go through the normal review process to evidence the proper approvals.

**Proposed Completion Date:** Ongoing

COMMONWEALTH PORTS AUTHORITY

Unresolved Prior Year Comments  
Year Ended September 30, 2017

Questioned Costs

The prior year PFC audit report on compliance with laws and regulations noted the following questioned costs and comments that were unresolved at September 30, 2017:

Questioned costs as previously reported	\$ 782,134
Questioned costs of fiscal year 2017 PFC audit	<u>17,134</u>
Unresolved questioned costs at September 30, 2017	\$ <u>799,268</u>

Unresolved Findings

The status of unresolved findings is discussed in the Schedule of Findings and Questioned Costs section of this report (pages 6 through 12).



# COMMONWEALTH PORTS AUTHORITY

Main Office: FRANCISCO C. ADA/SAIPAN INTERNATIONAL AIRPORT

P.O. BOX 501055, SAIPAN, MP 96950-1055

Phone: (670) 237-6500/1 • Fax: (670) 234-5962

E-mail Address: cpa.admin@pticom.com

Website: www.cpa.gov.mp



## Summary of Schedule of Prior Audit Findings

Status of audit findings included in the schedule of findings for the year ended September 30, 2016:

- Finding No. 2016-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2016-002 - See corrective action plan to Finding No. 2017-002.
- Finding No. 2016-003 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2016-004 - See corrective action plan to Finding No. 2017-004.
- Finding No. 2016-005 - See corrective action plan to Finding No. 2017-005.
- Finding No. 2015-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2015-002 - See corrective action plan to Finding No. 2017-002.
- Finding No. 2015-003 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2015-004 - See corrective action plan to Finding No. 2017-004.
- Finding No. 2014-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2014-002 - See corrective action plan to Finding No. 2017-002.
- Finding No. 2014-003 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2014-004 - See corrective action plan to Finding No. 2017-004.
- Finding No. 2014-005 - See corrective action plan to Finding No. 2017-005.
- Finding No. 2013-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2013-002 - See corrective action plan to Finding No. 2017-002.
- Finding No. 2013-003 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2013-005 - See corrective action plan to Finding No. 2017-004.
- Finding No. 2013-006 - See corrective action plan to Finding No. 2017-005.
- Finding No. 2012-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2012-002 - See corrective action plan to Finding No. 2017-002.
- Finding No. 2012-003 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2012-004 - See corrective action plan to Finding No. 2017-005.
- Finding No. 2011-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2011-002 - See corrective action plan to Finding No. 2017-002.
- Finding No. 2011-003 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2011-006 - See corrective action plan to Finding No. 2017-005.
- Finding No. 2010-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2010-002 - See corrective action plan to Finding No. 2017-002.
- Finding No. 2010-003 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2010-007 - See corrective action plan to Finding No. 2017-005.
- Finding No. 2009-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2009-002 - See corrective action plan to Finding No. 2017-002.
- Finding No. 2009-003 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2009-006 - See corrective action plan to Finding No. 2017-005.
- Finding No. 2008-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2008-004 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2007-001 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2007-004 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2006-1 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2006-4 - See corrective action plan to Finding No. 2017-003.
- Finding No. 2005-1 - See corrective action plan to Finding No. 2017-001.
- Finding No. 2005-3 - See corrective action plan to Finding No. 2017-003.