



# Pinellas County

## Staff Report

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**Subject:**

Independent Auditor's Report of the St. Petersburg-Clearwater International Airport Enterprise Fund, Schedule of Passenger Facility Charges Collected and Expended (as reported to the Federal Aviation Administration) and related compliance reports, for Year Ended September 30, 2023.

**PINELLAS COUNTY, FLORIDA**

**ST. PETERSBURG-CLEARWATER  
INTERNATIONAL AIRPORT ENTERPRISE FUND**

**SCHEDULE OF PASSENGER FACILITY CHARGES (PFC) COLLECTED  
AND EXPENDED (AS REPORTED TO THE FAA)  
AND RELATED COMPLIANCE REPORTS**

**Year Ended September 30, 2023**

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Certified Public Accountants

## INDEPENDENT AUDITOR'S REPORT

To the Board of County Commissioners  
Pinellas County, Florida  
Clearwater, Florida

### ***Opinion***

We have audited the Schedule of Passenger Facility Charges (PFC) Collected and Expended (As Reported to the FAA) (the "Schedule") of Pinellas County, Florida (the "County"), which comprise certain revenues and expenses for the year ended September 30, 2023, and the related note to the Schedule.

In our opinion, the accompanying Schedule presents fairly, in all material respects, the revenues and expenses of the Passenger Facility Charges (PFC) Collected and Expended (As Reported to the FAA) for the year ended September 30, 2023, in accordance with the financial reporting provisions of the Passenger Facility Charge Audit Guide for Public Agencies, issued by the Federal Aviation Administration, described in Note 1.

### ***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America ("GAAS") and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Schedule section of our report. We are required to be independent of the County, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### ***Basis of Accounting***

We draw attention to Note 1 of the Schedule, which describes the basis of accounting. As described in Note 1 to the Schedule, the Schedule is prepared by the County on the basis of the financial reporting provisions of the Passenger Facility Charge Audit Guide for Public Agencies, issued by the Federal Aviation Administration, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the Federal Aviation Administration. Our opinion is not modified with respect to this matter.

To the Board of County Commissioners  
Pinellas County, Florida

***Responsibilities of Management for the Schedule***

Management is responsible for the preparation and fair presentation of this Schedule in accordance with the financial reporting provisions of the Passenger Facility Charge Audit Guide for Public Agencies, issued by the Federal Aviation Administration. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the Schedule that is free from material misstatement, whether due to fraud or error.

***Auditor's Responsibilities for the Audit of the Schedule***

Our objectives are to obtain reasonable assurance about whether the Schedule as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the Schedule.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the Schedule, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the Schedule.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the Schedule.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

To the Board of County Commissioners  
Pinellas County, Florida

***Restriction on Use***

Our report is intended solely for the information and use of the County and the Federal Aviation Administration and is not intended to be and should not be used by anyone other than these specified parties.

***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated April 12, 2024, on our consideration of the County's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control over financial reporting and compliance.

***MSL, P.A.***

Certified Public Accountants

Tampa, Florida  
April 12, 2024



Certified Public Accountants

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF THE SCHEDULE OF PASSENGER FACILITY CHARGES  
(PFC) COLLECTED AND EXPENDED (AS REPORTED TO THE FAA) PERFORMED  
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of County Commissioners  
Pinellas County, Florida  
Clearwater, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the Schedule of Passenger Facility Charges (PFC) Collected and Expended (As Reported to the FAA) (the "Schedule") of Pinellas County, Florida (the "County"), which comprise certain revenues and expenses for the year ended September 30, 2023, and the related note to the Schedule, and have issued our report thereon dated April 12, 2024. As described in Note 1 to the Schedule, the Schedule is prepared by the County on the basis of the financial reporting provisions of the Passenger Facility Charge Audit Guide for Public Agencies, issued by the Federal Aviation Administration, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the Federal Aviation Administration.

**Report on Internal Control over Financial Reporting**

In planning and performing our audit of the Schedule, we considered the County's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the Schedule, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control. Accordingly, we do not express an opinion on the effectiveness of the County's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the County's Schedule will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

To the Board of County Commissioners  
Pinellas County, Florida

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the County's Schedule is free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the Schedule. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the County's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the County's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**MSL, P.A.**

Certified Public Accountants

Tampa, Florida  
April 12, 2024





Certified Public Accountants

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH  
REQUIREMENTS APPLICABLE TO THE PASSENGER FACILITY CHARGES (PFC)  
PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE**

The Board of County Commissioners  
Pinellas County, Florida  
Clearwater, Florida

**Report on Compliance for Passenger Facility Charges Program**

***Opinion on Passenger Facility Charges Program***

We have audited Pinellas County, Florida's (the "County") compliance with the 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 its passenger facility charge program for the year ended September 30, 2023.

In our opinion, the County complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on its passenger facility charge program for the year ended September 30, 2023.

***Basis for Opinion on Passenger Facility Charges Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America ("GAAS"); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the Guide. Our responsibilities under those standards and the Guide are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the County and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for passenger facility charges program. Our audit does not provide a legal determination of the County's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the County's passenger facility charges program.

***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the County's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Guide will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the County's compliance with the requirements of its passenger facility charges program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Guide, we

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the County's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the County's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances 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 the County's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

**Report on Internal Control Over Compliance**

Management of the County 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 the County's internal control over compliance with the requirements that could have a direct and material effect on the passenger facility charge program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for the passenger facility charge program and to test and report on internal control over compliance, 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 the County's internal control over compliance.

The Board of County Commissioners  
Pinellas County, Florida

*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 passenger facility charge 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 a reasonable possibility that material noncompliance with a type of compliance requirement of the passenger facility charge program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of the passenger facility charge program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

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 *Passenger Facility Charge Audit Guide for Public Agencies*, issued by the Federal Aviation Administration. Accordingly, this report is not suitable for any other purpose.

**MSL, P.A.**

Certified Public Accountants

Tampa, Florida  
April 12, 2024

**PINELLAS COUNTY, FLORIDA**  
**ST. PETERSBURG-CLEARWATER**  
**INTERNATIONAL AIRPORT ENTERPRISE FUND**

**SCHEDULE OF PASSENGER FACILITY CHARGES (PFC) COLLECTED  
AND EXPENDED (AS REPORTED TO THE FAA)**

**Year Ended September 30, 2023**

<b>Beginning Balance as of October 1, 2022</b>		<b>\$ 13,268,270</b>
 <b><u>Quarterly Collections</u></b>		
December 31, 2022	\$ 1,145,987	
March 31, 2023	1,368,705	
June 30, 2023	2,005,120	
September 30, 2023	813,311	
Totals		<b>5,333,123</b>
 <b><u>Quarterly Interest</u></b>		
December 31, 2022	\$ 124,288	
March 31, 2023	165,106	
June 30, 2023	188,024	
September 30, 2023	212,806	
Totals		<b>690,224</b>
 <b><u>Quarterly Expenditures</u></b>		
December 31, 2022	\$ (424,902)	
March 31, 2023	(525,062)	
June 30, 2023	(1,211,008)	
September 30, 2023	(937,965)	
Totals		<b>(3,098,937)</b>
 <b>Ending Balance as of September 30, 2023</b>		 <b><u><u>\$ 16,192,680</u></u></b>
 <b><u>Expenditure Summary</u></b>		
Terminal		\$ -
Airfield		3,041,337
PFC Admin		57,600
Total All		<b><u><u>\$ 3,098,937</u></u></b>

See accompanying note.

## PINELLAS COUNTY, FLORIDA

### NOTE TO THE SCHEDULE OF PASSENGER FACILITY CHARGES (PFC) COLLECTED AND EXPENDED (AS REPORTED TO THE FAA)

Year Ended September 30, 2023

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

##### Reporting Entity

Pinellas County, Florida (the "County") is a political subdivision of the State of Florida pursuant to Article VIII, Sections (1) and (6), of the Constitution of the State of Florida. It is guided by an elected Board of County Commissioners (the "Board"), which is governed by state statutes. In addition to the members of the Board, there are five elected constitutional officers: the Clerk of the Circuit Court and Comptroller, Property Appraiser, Sheriff, Supervisor of Elections, and the Tax Collector. The entities controlled by these officials are combined and compose the primary government.

The Schedule of Passenger Facility Charges (PFC) collected and expended contained herein represents the financial transactions of the Passenger Facility Charges (PFC) Collected and Expended required to show compliance with the Federal Aviation Administration's *Passenger Facility Charge Audit Guide for Public Agencies*, and is not combined with the financial transactions of the County or any other county agency to present the financial position, results of operations, or cash flows of the County, in conformity with accounting principles generally accepted in the United States of America.

##### Basis of Accounting

The accompanying Schedule of Passenger Facility Charges (PFC) collected and expended presents the activity of all PFC collected and expended by the St. Petersburg-Clearwater International Airport Enterprise Fund.

The revenue and expenses as presented in the schedule are maintained and presented herein on the cash basis of accounting, whereby revenues are recognized when they are received and expenses are recognized when funds are disbursed.

PINELLAS COUNTY, FLORIDA

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

SCHEDULE OF PASSENGER FACILITY CHARGES (PFC) COLLECTED  
AND EXPENDED (AS REPORTED TO THE FAA)

Year Ended September 30, 2023

Section I - Summary of Independent Auditor's Results

Schedule of Passenger Facility Charges (PFC) Collected and  
Expended (as Reported to the FAA)

Type of Auditor's Report Issued:

**Unmodified**

Internal control over financial reporting:

- Material weakness(es) identified?
- Significant deficiency(ies) identified?

\_\_\_ Yes      X No  
\_\_\_ Yes      X None reported

Noncompliance material to Schedule of Passenger Facility Charges  
(PFC) Collected and Expended (as Reported to the FAA) noted?

\_\_\_ Yes      X No

Passenger Facility Charge Audit Guide for Public Agencies

Internal control over PFC program:

- Material weakness(es) identified?
- Significant deficiency(ies) identified?

\_\_\_ Yes      X No  
\_\_\_ Yes      X None reported

Type of auditor's report issued on compliance with the Passenger  
Facility Charge Audit Guide for Public Agencies:

**Unmodified**

Any audit findings disclosed that are required to be reported in  
accordance with the Passenger Facility Charge Audit Guide for Public  
Agencies?

\_\_\_ Yes      X No