

City of Kenai, Alaska

Single Audit Reports
Year Ended June 30, 2023

The report accompanying these financial statements was issued by BDO USA, P.C., a Virginia professional corporation, and the U.S. member of BDO International Limited, a UK company limited by guarantee.



City of Kenai, Alaska

Single Audit Reports
Year Ended June 30, 2023

City of Kenai, Alaska

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Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Honorable Mayor and City Council
City of Kenai, Alaska
Kenai, Alaska

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 financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Kenai, Alaska (the City), as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated March 29, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City'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 combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements 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.



Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are 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 financial statements. 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 City'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 City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BDO USA, P.C.

Anchorage, Alaska
March 29, 2024



Independent Auditor's Report on Compliance for Each Major Federal Program; Report on Internal Control Over Compliance; and Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

Honorable Mayor and City Council
City of Kenai, Alaska
Kenai, Alaska

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited City of Kenai, Alaska's (the City) compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2023. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal 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 audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance 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 City 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 each major federal program. Our audit does not provide a legal determination of the City's compliance with the types of 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 City's federal programs.



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 City'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 Uniform Guidance 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 City's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, 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 City'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 City'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 Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City'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

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and, therefore, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, as discussed below, we did identify a deficiency in internal control over compliance that we consider to be significant deficiency.



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 a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a 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 a federal 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 a federal 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. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item 2023-001 to be a significant deficiency.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

Government Auditing Standards requires the auditor to perform limited procedures on the City's response to the internal control over compliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. The City's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The City is responsible for preparing a corrective action plan to address each audit finding included in our auditor's report. The City's corrective action plan was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on it.

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 Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of and for the year ended June 30, 2023, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated March 29, 2024, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic 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 basic 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 basic financial statements or to the basic



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 expenditures of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

BDO USA, P.C.

Anchorage, Alaska
March 29, 2024

City of Kenai, Alaska
Schedule of Expenditures of Federal Awards
Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subre- cipients	Total Federal Expenditures
DEPARTMENT OF AGRICULTURE				
Community Project Funds - Congressionally Directed Spending - 2022 Community Wildfire Program	10.723		\$ -	\$ 30,070
Passed through the State of Alaska Department of Natural Resources - Cooperative Forestry Assistance	10.664	Kenai VFA 21	-	5,898
Total Department of Agriculture			-	35,968
DEPARTMENT OF HEALTH AND HUMAN SERVICES				
Passed through the State of Alaska Department of Health and Social Services - Aging Cluster: Special Programs for the Aging, Title III, Part B, Grants for Supportive Services and Senior Centers - Nutrition, Transportation, and Support	93.044	167-309-23009	-	25,630
Special Programs for the Aging, Title III, Part C, Nutrition Services - Nutrition, Transportation, and Support	93.045	167-309-23009	-	158,715
Passed through to the State of Alaska Department of Administration - Aging Cluster - Nutrition Services Incentive Program	93.053	607-PA-108	-	22,022
Total Aging Cluster			-	206,367
DEPARTMENT OF TRANSPORTATION				
Airport Improvement Program, COVID-19 Airports Programs and Infrastructure Investment and Jobs Act Programs:				
COVID-19 - FAA Airport Rescue Grant	20.106		-	1,228,050
Purchase Snow Removal Equipment	20.106		-	770,865
Snow Removal Attachment	20.106		-	135,576
Sand / SRE Storage Building	20.106		-	996,618
Airfield Drainage Improvement	20.106		-	11,429
Rehab ARFF Training Center	20.106		-	270
Total Federal Assistance Listing Number 20.106			-	3,142,808
Passed Through State of Alaska Department of Transportation and Public Facilities - National Priority Safety Programs - Highway Safety Cluster - FY23 DUI Grant for Overtime	20.616	405d SUP M5HVE-23-00-SP(A)-3	-	373
Total Department of Transportation			-	3,143,181

City of Kenai, Alaska
Schedule of Expenditures of Federal Awards, continued
Year Ended June 30, 2023

Federal Grantor/Pass-Through Grantor Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subre- cipients	Total Federal Expenditures
INSTITUTE OF MUSEUM AND LIBRARY SERVICES				
Passed through the State of Alaska Department of Education and Early Development -				
Grants to States - Library Continuing Education Award	45.310	CED23-018P	\$ -	\$ 1,207
COVID-19 - Grants to States - Library ARPA Grant	45.310	ARPA26	-	11,484
			-	12,691
Total Federal Assistance Listing Number 45.310			-	12,691
DEPARTMENT OF JUSTICE				
Passed through the State of Alaska Department of Public Safety -				
Bulletproof Vest Partnership Program -				
Ballistic Vest Reimbursement	16.607	FY2023	-	2,558
Passed through the Municipality of Anchorage -				
Missing Children's Assistance - Alaska Internet Crimes Against Children Task Force Program	16.543	15PJDP-22-GK-04885-MECP	-	5,000
			-	7,558
Total Department of Justice			-	7,558
DEPARTMENT OF HOMELAND SECURITY				
Community Assistance Program State Support Services Element (CAP-SSSE)	97.023		-	1,086
Passed through the State of Alaska Division of Homeland Security & Emergency Management:				
Homeland Security Grant Program	97.067	20SHPS-GY20	-	724
Homeland Security Grant Program	97.067	20SHPS-GY21	-	127,947
Homeland Security Grant Program	97.067	22SHPS-GY22	-	81,370
			-	210,041
Total Federal Assistance Listing Number 97.067			-	210,041
Total Department of Homeland Security			-	211,127
Total Expenditures of Federal Awards			\$ -	\$ 3,616,892

See accompanying notes to the Schedule of Expenditures of Federal Awards.

City of Kenai, Alaska

Notes to the Schedule of Expenditures of Federal Awards Year Ended June 30, 2023

1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of City of Kenai, Alaska under programs of the federal government for the year ended June 30, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of City of Kenai, Alaska, it is not intended to and does not present the net position, changes in net position or cash flows of City of Kenai, Alaska.

2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

3. Indirect Cost Rate

City of Kenai, Alaska has elected not to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

City of Kenai, Alaska

Schedule of Findings and Questioned Costs Year Ended June 30, 2023

Section I - Summary of Auditor's Results

Financial Statements

Type of report the auditor issued on whether
the financial statements audited were prepared in
accordance with GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

___ yes X no

Significant deficiency(ies) identified?

___ yes X (none reported)

Noncompliance material to financial statements noted?

___ yes X no

Federal Awards

Internal control over major federal programs:

Material weakness(es) identified?

___ yes X no

Significant deficiency(ies) identified?

X yes ___ (none reported)

Type of auditor's report issued on compliance for major
federal programs:

Unmodified

Any audit findings disclosed that are required to be reported in
accordance with 2 CFR 200.516(a)?

X yes ___ no

Identification of major federal programs:

Assistance Listing

Number

Name of Federal Program or Cluster

20.106

Airport Improvement Program, COVID-19 Airports Programs and Infrastructure
Investment and Jobs Act Programs

Dollar threshold used to distinguish between Type A and Type B programs:

\$ 750,000

Auditee qualified as low-risk auditee?

X yes ___ no

City of Kenai, Alaska

Schedule of Findings and Questioned Costs, continued Year Ended June 30, 2023

Section II - Financial Statement Findings Required to be Reported in Accordance with Government Auditing Standards

There were no findings related to the financial statements which are required to be reported in accordance with the standards applicable to financial audits contained in *Government Auditing Standards*.

Section III - Federal Award Findings and Questioned Costs

Finding 2023-001 Equipment and Real Property Management - Significant Deficiency in Internal Controls over Compliance

Agency Department of Transportation

ALN and Program Name 20.106 - Airport Improvement Program, COVID-19 Airports Programs and Infrastructure Investment and Jobs Act Programs

Criteria or Specific Requirement The regulations in 2 CFR Sections 200.313(d)(1) notes equipment and real property records must be maintained that include ultimate disposition data including the date of disposal and sales price of the property (2 CFR section 200.313(d)(1)).

Condition During the year, the City disposed of an asset related to the airport that had been purchased with federal funding and applied the proceeds towards eligible grant expenditures. However, the disposal was not initially recorded in the accounting system and inventory records.

Cause The City did not have an appropriate control in place to ensure timely maintenance of records for disposals of federal equipment and real property.

Effect or Potential Effect The City was not in compliance with Equipment and Real Property requirements outlined in 2 CFR Sections 200.313, which could affect future awards.

Questioned costs Not applicable.

Context There was only one disposal during the year. The asset original cost was \$259,140; net book value at the time of the disposal was \$25,914. The proceeds from the sale of \$8,100 were properly recorded in the books and records.

Identification as a repeat finding Not a repeat finding.

Recommendation We recommend the City reconcile disposals against sales at least annually and continue to conduct asset inventory procedures at least biannually.

Views of Responsible Officials Management agrees with the finding and plans to complete and review an annual reconciliation of disposals against sales of assets.



Corrective Action Plan Year Ended June 30, 2023

Name of Contact Person: David Swarner
Finance Director
907-283-8227

Federal Award Findings

Finding 2023-001 - Equipment and Real Property Management - Significant Deficiency in Internal Controls over Compliance

Corrective Action Plan

Complete an annual reconciliation of disposals against sales of assets. The reconciliation is to be completed by the Controller and reviewed by the Finance Director. Conduct a biannual asset inventory and review of asset inventory procedures. The corrective action plan is expected to be implemented in FY2024 and incorporated in the year end checklist.

Expected Completion Date:
Already implemented.