



**January 15, 2026**

**To:** Finance and Administration Committee

**From:** Darrell E. Johnson, Chief Executive Officer   
Janet Sutter, Executive Director   
Internal Audit Department

**Subject:** Fiscal Year 2024-25 Single Audit and Agreed-Upon Procedures Reports

### **Overview**

The Orange County Transportation Authority is required by the United States Office of Management and Budget Circular A-133 to obtain an independent auditor's opinion on its compliance with requirements of major federal programs. Crowe LLP, an independent accounting firm, has completed the required Single Audit Report and issued an unmodified, or "clean", opinion. In addition, Crowe LLP has issued reports on the results of agreed-upon procedures applied to assist management in determining compliance with certain other state, federal, and local requirements.

### **Recommendation**

Receive and file the fiscal year 2024-25 Single Audit Report and agreed-upon procedures reports as information items.

### **Background**

Pursuant to Section 28770 of the Public Utilities Code, the Orange County Transportation Authority (OCTA) prepares an annual set of financial statements presenting its results of operations and financial position at fiscal year-end. Crowe LLP (auditors) completed its annual audit of OCTA's financial statements and results were presented to the Board of Directors on November 24, 2025, along with the auditors' report on internal control over financial reporting.

In addition to the financial statement audits, the auditors are engaged to perform an audit as required by the Office of Management and Budget Circular A-133,

audits of states, local governments, and non-profit organizations (single audit), and to apply agreed-upon procedures related to the following:

- OCTA's Treasury and Investment function,
- The Orange County Local Transportation Authority's Measure M2 Status Report,
- Federal Transit Administration standards for data reporting in the Federal Funding Allocations Statistics Form FFA-10 and National Transit Database Report, and
- Section 1.5 of Article XIII B of the California Constitution, with procedures specified by the League of California Cities in Article XIII B Appropriations Limitation Uniform Guidelines.

The engagements were performed under current accounting and auditing standards, including Generally Accepted Auditing Standards, and the standards set forth for audits in the Government Accountability Office's Government Auditing Standards.

### ***Discussion***

Crowe, an independent accounting firm, has issued the Single Audit Report, and agreed-upon procedures reviews for the fiscal year ended June 30, 2025.

The National Transit Database (NTD) report included two observations resulting from the agreed-upon procedures applied:

Auditors identified minor discrepancies in the reporting of Demand Response – Purchased Transportation Passenger Miles Traveled as compared to signed driver manifests, when testing a sample of 40 routes during a three-month period. Management responded, noting that staff performs detailed reconciliations of all operational data as part of monthly billing procedures and variances observed are within the acceptable precision range for NTD reporting.

Auditors identified minor discrepancies in the reporting of Automatic Passenger Counts for the Motor Bus - Directly Operated and Motor Bus - Purchased Transportation modes. Management responded that the variances observed are within acceptable precision ranges for NTD reporting.

No additional observations were made.

***Summary***

The auditors have completed the required Single Audit Report of OCTA for the year ended June 30, 2025, as well as provided reports on the results of agreed-upon procedures applied to determine compliance with certain state, federal, and local requirements.

***Attachments***

- A. Orange County Transportation Authority Single Audit Year Ended June 30, 2025
- B. Orange County Transportation Authority Agreed-Upon Procedures Performed with Respect to the National Transit Database Report June 30, 2025
- C. Orange County Transportation Authority Independent Accountant's Report on Applying Agreed-Upon Procedures with Respect to the Treasury Department Year ended June 30, 2025
- D. Orange County Local Transportation Authority Report on Agreed-Upon Procedures Applied to Measure M2 Status Report Year Ended June 30, 2025
- E. Orange County Transportation Authority Independent Accountant's Report on Applying Agreed Upon Procedures Related to Article XIII-B Appropriations Limit Calculation For the Fiscal Year Ended June 30, 2025
- F. Orange County Local Transportation Authority Independent Accountant's Report on Applying Agreed Upon Procedures Related to Article XIII-B Appropriations Limit Calculation For the Fiscal Year Ended June 30, 2025

**Approved by:**



Janet Sutter  
Executive Director, Internal Audit  
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