

**CITY OF NATCHITOCHEs
EMPLOYEE BENEFIT PLAN
EIN 72-600931
PLAN #501**

**Financial Statements
July 31, 2019**



INDEPENDENT AUDITOR'S REPORT

To Trustees of City of Natchitoches
Employee Benefit Plan

Report on the Financial Statements

We have audited the accompanying financial statements of City of Natchitoches Employee Benefit Plan (the Plan), which comprise the statement of net assets available for benefits and of benefit obligations as of July 31, 2019 and 2018, and the related statement of changes in net assets available for benefits and of changes in benefit obligations for the year ended July 31, 2019, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Plan management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the 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.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with 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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Plan's preparation and fair presentation of the financial statements 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 Plan's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial status of the Plan as of July 31, 2019 and 2018, and the changes in its financial status for the year ended July 31, 2019, in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 31, 2020 on our consideration of the Plan's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and other matters. The purpose of that report is 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 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 Plan's internal control over financial reporting and compliance.

Broussard and Company

January 31, 2020
Lake Charles, Louisiana

CITY OF NATCHITOCHEs
EMPLOYEE BENEFIT PLAN
EIN 72-6000931
Plan #501

Statements of Benefit Obligations and Net Assets
Available for Benefits
July 31,

	2019	2018
<u>BENEFIT OBLIGATIONS</u>		
Claims payable	\$ 29,240	\$ 62,791
Claims incurred but not reported	544,562	496,799
Total obligations other than postretirement benefit obligations	573,802	559,590
 <u>NET ASSETS</u>		
ASSETS		
Cash - interest bearing	30,825	82,851
Insurance company reimbursements receivable	149,635	50,635
Employer contribution receivable	-	-
Refunds receivable	-	-
TOTAL ASSETS	180,460	133,486
LIABILITIES		
Cash overdraft	-	-
TOTAL ASSETS	-	-
NET ASSETS AVAILABLE FOR BENEFITS	180,460	133,486
 <u>(DEFICIT) OF NET ASSETS AVAILABLE FOR BENEFITS OVER BENEFIT OBLIGATIONS</u>	 \$ (393,342)	 \$ (426,104)

See notes to the financial statements.

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Statement of Changes in Benefit Obligations
and Net Assets Available for Benefits
For the Year Ended July 31, 2019

NET INCREASE IN BENEFIT OBLIGATIONS

Increase (decrease) during the year attributable to:

Claims payable	\$ (33,551)
Claims incurred but not reported	47,763

NET (DECREASE) IN BENEFIT OBLIGATIONS	<u>14,212</u>
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NET INCREASE IN NET ASSETS AVAILABLE

FOR BENEFITS

Additions to plan assets attributable to:

Sponsor contributions	2,589,673
Participants contributions	485,547
Retiree contributions	43,610
COBRA contributions	1,495
Insurance company reimbursements	682,467
Miscellaneous income	2,733

TOTAL ADDITIONS	<u>3,805,525</u>
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Deductions from plan assets attributable to:

Benefits paid to participants	3,067,110
Payments for insurance premiums	582,939
Administrative expenses	108,502

TOTAL DEDUCTIONS	<u>3,758,551</u>
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NET (DECREASE) IN NET ASSETS AVAILABLE FOR BENEFITS	<u>46,974</u>
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(DECREASE) IN EXCESS OF NET ASSETS AVAILABLE
FOR BENEFITS OVER BENEFIT OBLIGATIONS

32,762

(DEFICIT) OF NET ASSETS AVAILABLE FOR BENEFITS
OVER BENEFIT OBLIGATIONS

BEGINNING OF YEAR	<u>(426,104)</u>
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END OF YEAR	<u>\$ (393,342)</u>
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See notes to the financial statements.

CITY OF NATCHITOCHEs
EMPLOYEE BENEFIT PLAN
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Notes to Financial Statements
July 31, 2019

Note 1 - Description of the Plan

The City of Natchitoches Employee Benefit Plan provides medical, dental, vision, life and accidental death benefits covering substantially all employees. It is subject to the provisions of the Employee Retirement Income Security Act of 1974 (ERISA).

The plan provides benefits (medical, hospital, surgical, major medical, dental, vision, life) that cover permanent, full-time employees and retired employees (and their covered dependents) of the city that choose to participate following the employee waiting period. The employee waiting period for all new employees is the first of the month following the first 31 days of full-time employment. The plan also provides continuation coverage as required by the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) for qualified beneficiaries who would otherwise have lost coverage under the plan. Retired employees may elect to continue coverage within certain guidelines established under the Plan.

The plan provides benefits through a funding arrangement which is funded by the plan sponsor and/or the participating employees, and with insurance to protect the plan against unpredictable excess claims. Under the plan agreement, the city contributes in cash to the plan in a manner and at such time determined by a committee, which is a plan fiduciary. Employees and retirees contribute to the plan in order to participate. The contribution is based on the coverage elected by the participants (i.e. single, family, etc.) and their participant class. Former members covered under COBRA make contributions to the plan for continuation of health coverage.

Medical benefits are provided on a partially self-insured basis. The plan has purchased insurance contracts to protect the plan against excessive or unpredictable claims. The insurance contracts include specific loss provisions that cover claims in excess of \$150,000 for each individual covered under the medical plan. The insurance contracts also include aggregate loss provisions that cover the combined claims for all participants of the plan when the qualified claims for the plan year exceed a stated amount. The stated amount under the aggregate loss provisions was approximately \$2,504,877 at July 31, 2019.

Although it has not expressed the intent to do so, the city has the right to discontinue its contributions at any time and to terminate the plan subject to the provisions of ERISA. Funds contributed to the plan are irrevocably restricted for the use and provision of benefits to company employees.

The foregoing description of the plan provides only general information. Employees should refer to the Summary Plan Description & Plan Document for a more complete description of the plan's provisions.

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Notes to Financial Statements (Continued)
July 31, 2019

Note 2 - Summary of Significant Accounting Policies

When applicable, quoted market prices are used to value investments. Certificates of Deposit are valued based on original cost plus accrual interest. Certificates of Deposit with a maturity of three months or less are treated as cash.

The obligation for claims incurred before the financial statement date, but not reported to the plan as of the end of year, is estimated on an overall basis based on prior loss experience and review of claims paid subsequent to the plan year. The obligation is determined based on the present value of the ultimate cost to settle the claims. The deficit of benefit obligations over net assets available for benefits as of July 31, 2019 of approximately \$393,000 includes over \$318,000 of claims incurred and paid after year end related to participant diagnosis before year end. The plan sponsor fully funded these claims.

The authoritative guide for postretirement benefit obligations is Governmental Accounting Standards Board (GASB) Statement 74, *Financial Reporting for Postretirement Benefit Plans Other Than Pensions*. Based upon GASB Statement 74, the Plan's postretirement benefit obligations are recorded on the City's financial statements and not the Plan's.

Note 3 - Fidelity Bonding Requirement

ERISA requires every fiduciary of an employee benefit plan and every person who handles funds of the plan to maintain fidelity bond coverage equal to 10% of the amount of plan assets. The trustee (fiduciary) does not maintain such a bond.

Note 4 - Tax Status

The plan and trust is no longer pursuing tax exempt status. However, taxable income to the trust is defined in such a way that yields no tax liability for the current year. Accordingly, no tax liability or expense is reflected in the financial statements. The plan has no federal or state filing requirements.

Note 5 - Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires the plan administrator to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

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Notes to Financial Statements (Continued)
July 31, 2019

Note 6 - Fair Value Measurements

The Plan determined the fair value of its assets and liabilities through a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels. Level 1 inputs to the valuation methodology are based on unadjusted quoted prices for identical assets in active markets that the Plan has the ability to access. Level 2 inputs are based primarily on quoted prices for similar assets in active or inactive markets and/or based on inputs that are derived principally from or corroborated by observable market data. Level 3 inputs are unobservable and are based on assumptions that market participants would utilize in pricing the asset.

The fair value of financial instruments, including cash, approximate the carrying value, principally because of the short maturity of those items and are considered Level 1 or Level 2.

Note 7 - Subsequent Events

The Plan evaluated its July 31, 2019 financial statements for subsequent events through January 31, 2020, the date of which the financial statements were available to be issued. The Plan is not aware of any subsequent events which would require recognition or disclosure in the financial statements.

Note 8 - Cash

At July 31, 2019, the plan had \$30,825 on deposit with a financial institution. 100% of this amount was insured by the Federal Deposit Insurance Corporation.

City of Natchitoches Employee Benefit Plan
 Schedule of Compensation, Benefits, and Other Payments to Agency Head
 For the Year Ended July 31, 2019

Trustee:

Purpose	Amount
Salary	\$ -
Benefits - insurance	\$ -
Benefits - retirement	\$ -
Deferred compensation (contributions made by the agency)	\$ -
Benefits - other (pair of shoes)	\$ -
Benefits - other (fuel district vehicle)	\$ -
Car allowance	\$ -
Vehicle provided by government	\$ -
Cell phone	\$ -
Dues	\$ -
Vehicle rental	\$ -
Per diem	\$ -
Reimbursements	\$ -
Travel	\$ -
Registration fees	\$ -
Conference travel	\$ -
Housing	\$ -
Unvouchered expenses	\$ -
Special meals	\$ -
Other	\$ -

The City of Natchitoches Employee Benefit Plan does not pay the Trustee's compensation.



Broussard & Company
Certified Public Accountants

**INDEPENDENT AUDITORS' 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**

Board of Trustees
City of Natchitoches Employee Benefit Plan
Natchitoches, Louisiana

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 City of Natchitoches Employee Benefit Plan (the Plan), as of and for the year ended July 31, 2019, and the related notes to the financial statements, which collectively comprise the Plan's basic financial statements, and have issued our report thereon dated January 31, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Plan's internal control over financial reporting (internal control) to determine the 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 Plan's internal control. Accordingly, we do not express an opinion on the effectiveness of the Plan'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 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 may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Plan'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 determination of financial statement amounts. 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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Broussard and Company

Lake Charles, Louisiana
January 31, 2020

