
VILLAGE OF FRENCH SETTLEMENT

REVIEW REPORT

DECEMBER 31, 2019

VILLAGE OF FRENCH SETTLEMENT

REVIEW REPORT

DECEMBER 31, 2019

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To the Honorable Mayor, Rhonda Lobell
And Board of Aldermen
Village of French Settlement, Louisiana

We have reviewed the accompanying financial statements of the governmental activities and the major fund of the Village of French Settlement, Louisiana, as of and for the year then ended, December 31, 2019, and the related notes to the financial statement, which collectively comprise the Village's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

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.

Accountants' Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants, and the standards applicable review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. Those standards require us to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountants' Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison schedule, schedule of the proportionate share of the net pension liability, and schedule of system contributions on pages 3 through 8 and 31, 32, and 33, respectively, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. The information is the responsibility of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United

States of America. We have not audited the information and accordingly, do not express an opinion on such information. reviewed, or compiled the required supplementary information and we do not express and opinion, a conclusion, nor provide any assurance on it.

Other Supplementary Information

The accompanying supplementary schedules of compensation, benefits, and other payments to agency head included on page 34 and 35 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the supplementary information and, do not express an opinion on such information.



May 8, 2020
Gonzales, Louisiana

VILLAGE OF FRENCH SETTLEMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS **DECEMBER 31, 2019**

This section of the Village's annual financial report presents our discussion and analysis of the Village's financial performance during the year ended on December 31, 2019. This MD&A should be read in conjunction with the Village's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The Village's net position totaling \$765,632 decreased by 7.4% over the course of the year's operations compared to prior year.
- During the year, the Village's governmental activities expenses were \$60,933 more than the \$359,266 generated in charges for services, and other revenue.
- The Village's general fund reported fund balance of \$330,247, which is a decrease of \$36,919 at December 31, 2019.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of four parts-management's discussion and analysis (this section), the basic financial statements, required supplementary information, and other supplementary information. The basic financial statements include two kinds of statements that present different views of the Village:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the Village's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the Village government, reporting the Village's operations in more detail than the government-wide statements.
 - The governmental funds statements tell how general government services like public safety were financed in the short term as well as what remains for future spending.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements. Figure A-1 shows how the required parts of this annual report are arranged and relate to one another.

Figure A-1 summarizes the major features of the Village's financial statements, including the portion of the Village's government they cover and the types of information they contain. The remainder of this overview section of management's discussion and analysis explains the structure of contents of each of the statements.

VILLAGE OF FRENCH SETTLEMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS

DECEMBER 31, 2019

Figure A-1

	<u>Government-wide Statements</u>	<u>Fund Statements Governmental Funds</u>
Scope	Entire Village Government (except fiduciary funds)	The activities of the Village that are not proprietary or fiduciary, such as public safety
Required financial statements	<ul style="list-style-type: none">• Statement of net position• Statement of activities	<ul style="list-style-type: none">• Balance Sheet• Statement of revenues, expenditures, and changes in fund balances
Accounting basis and measurements focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included
Type of inflow/outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payments are due during the year or soon thereafter

VILLAGE OF FRENCH SETTLEMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS

DECEMBER 31, 2019

Government-wide Statements

The government-wide statements report information about the Village as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the government's assets and liabilities. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the Village's net position and how they have changed. Net position - the difference between the Village's assets, deferred outflows of resources, liabilities, and deferred inflows of resources - is one way to measure the Village's financial health, or position.

- Over time, increases or decreases in the Village's net position are an indicator of whether its financial health is improving or deteriorating, respectively.

The government-wide financial statements of the Village consist of one category:

- Governmental activities-The Village's basic services are included here, such as the police department and general administration. Fines and fees finance most of these activities.

Fund Financial Statements

The fund financial statements provide more detailed information about the Village's most significant funds - not the Village as a whole. Funds are accounting devices that the Village uses to keep track of specific sources of funding and spending for particular purposes.

The Village has one kind of fund:

- Governmental funds-All of the Village's basic services are included in governmental funds, which focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances left at year end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Village's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information at the bottom of the governmental funds statement, or on the subsequent page, that explains the relationship (or differences) between them.

VILLAGE OF FRENCH SETTLEMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS

DECEMBER 31, 2019

FINANCIAL ANALYSIS OF THE VILLAGE AS A WHOLE

Net position. The Village's net position was \$765,632 at the end of the year. (See Table A-1.)

	Table A-1	
	Governmental Activities	
	2019	2018
Current and other assets	\$341,199	\$ 381,844
Land	133,511	133,511
Other capital assets, net	457,522	446,911
Total assets	932,232	962,266
Deferred outflows of resources	125,235	39,995
Total assets and deferred outflows of resources	1,057,467	1,002,261
Current liabilities	10,952	14,677
Long term liabilities	230,021	85,699
Total liabilities	240,973	100,376
Deferred inflows of resources	50,862	75,319
Total liabilities and deferred inflows of resources	291,835	175,695
Net position		
Net investment in capital assets	591,033	580,422
Unrestricted	174,599	246,144
Total net position	\$ 765,632	\$ 826,566

Net position of the Village's governmental activities decreased by \$60,933 or by 7.4% from prior year.

Net investment in capital assets accounts for 77.2% of total net position reported as of December 31, 2019 and 70.2% of total net position reported as of December 31, 2018.

VILLAGE OF FRENCH SETTLEMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS

DECEMBER 31, 2019

Governmental Activities

Revenues for the Village's governmental activities were \$60,933 less than total expenses for year end.

	Table A-2	
	Governmental Activities	
	2019	2018
Revenues		
Program revenues		
Charges for services	\$ 329,874	\$ 245,781
Grants	9,975	121,403
General revenues		
Intergovernmental	4,400	3,900
Miscellaneous	11,301	9,755
Interest	3,716	4,537
Total revenues	359,266	385,376
Expenses		
General government	140,580	148,843
Public safety	279,619	226,618
Total expenses	420,199	375,461
Change in net position	\$ (60,933)	\$ 9,915

Change in net position. The Village's total revenues decreased during 2019 to \$359,266 representing a decrease of 6.8% from 2018. (See Table A-2.) Approximately 91.8% of the Village's revenue comes from fines, fees, and charges for services. Grant revenues represent 2.8%, and the rest is intergovernmental, interest and miscellaneous income.

The total cost of all programs and services were \$420,199. Costs increased by \$44,738 or 11.9% compared to prior year.

FINANCIAL ANALYSIS OF THE VILLAGE'S FUNDS

As the Village completed the year, its governmental funds reported a fund balance of \$330,247 which is a decrease of \$36,919 from prior year.

GENERAL FUND BUDGETARY HIGHLIGHTS

Over the course of the year, there was an amendment made to the general fund budget to increase expenditures by \$111,113. The increases in expenditures are reflected in general government, public safety and capital outlay in the amounts of \$5,540, \$36,073, and \$69,500; respectively.

VILLAGE OF FRENCH SETTLEMENT
MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2019

CAPITAL ASSETS

At the end of 2019, the Village had net investment in capital assets totaling \$591,033. (See Table A-3)

Table A-3
Governmental
Activities

Land	\$	133,511
Buildings and improvements		323,968
Equipment		65,687
Vehicles		67,867
Total	\$	591,033

This year's major capital asset additions included:

- Improvements in the amount of \$1,650
- Equipment totaling \$31,529
- Vehicle and accessories costing \$43,464

This year's disposal consisted of one police unit.

LONG-TERM LIABILITIES

At December 31, 2019, the Village had the following long-term liabilities outstanding at year end.

Net pension liability	\$ 230,021
Total	\$ 230,021

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Village is dependent on speeding fines, non-moving violations, and other moving violations for 41%, 11%, and 10%; respectively. Franchise fees and licenses account for 28% and 4% of its revenues, grants are 3% and the remaining 6% is from interest, miscellaneous and intergovernmental. The economy is not expected to generate any significant growth. Therefore, the Village's future revenues and expenditures are expected to be consistent with the current years.

CONTACTING THE VILLAGE'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and investors and creditors with a general overview of the Village's finances and to demonstrate the Village's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Honorable Mayor, Rhonda Lobell, P.O. BOX 3, French Settlement, LA 70733.

VILLAGE OF FRENCH SETTLEMENT

STATEMENT OF NET POSITION
DECEMBER 31, 2019

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES

ASSETS

Cash and cash equivalents	\$ 314,157
Receivables	17,067
Grant receivables	9,975
Capital assets	
Land	133,511
Other capital assets, net of depreciation	457,522
TOTAL ASSETS	<u>932,232</u>

DEFERRED OUTFLOWS OF RESOURCES

Deferred outflows, pension related	<u>125,235</u>
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>125,235</u>

TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u><u>\$ 1,057,467</u></u>
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LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION

LIABILITIES

Accounts payable	\$ 5,336
Salaries payable	3,896
Accrued expenses	1,720
Long term liabilities	
Net pension liability	230,021
TOTAL LIABILITIES	<u>240,973</u>

DEFERRED INFLOW OF RESOURCES

Deferred inflows, pension related	<u>50,862</u>
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>50,862</u>

NET POSITION

Net investment in capital assets	591,033
Unrestricted	174,599
TOTAL NET POSITION	<u>765,632</u>

TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION	<u><u>\$ 1,057,467</u></u>
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See accompanying notes and independent accountants' review report.

VILLAGE OF FRENCH SETTLEMENT

STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2018

FUNCTION/PROGRAM	Expenses	Program Revenues		Net (Expense) Revenue and Change in Net Position
		Charges for Services	Grants	
Governmental activities:				
General government	\$ 140,580	\$ 110,400	\$ -	\$ (30,180)
Public safety	279,619	219,474	9,975	(50,170)
Total governmental activities	<u>\$ 420,199</u>	<u>\$ 329,874</u>	<u>\$ 9,975</u>	<u>(80,350)</u>
General Revenues:				
Intergovernmental				4,400
Miscellaneous				11,301
Interest				<u>3,716</u>
Total general revenues				19,417
Change in net position				(60,933)
Net position- January 1, 2019				<u>826,565</u>
Net position- December 31, 2019				<u>\$ 765,632</u>

See accompanying notes and independent accountants' review report.

VILLAGE OF FRENCH SETTLEMENT

BALANCE SHEET
GOVERNMENTAL FUND
DECEMBER 31, 2019

ASSETS

Cash and cash equivalents	\$ 314,157
Receivables	17,067
Grant receivables	9,975
Total assets	<u>\$ 341,199</u>

LIABILITIES AND FUND BALANCE

Liabilities	
Accounts payable	\$ 5,336
Salaries payable	3,896
Accrued expenses	1,720
Total liabilities	<u>10,952</u>
Fund balance	
Unassigned	<u>330,247</u>
Total fund balance	<u>330,247</u>
Total liabilities and fund balance	<u>\$ 341,199</u>

See accompanying notes and independent accountants' review report.

VILLAGE OF FRENCH SETTLEMENT

RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET
TO THE STATEMENT OF NET POSITION
DECEMBER 31, 2019

Total fund balance- Governmental Fund	\$ 330,247
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Amounts reported for governmental activities in the statement of net position
are different because:

Deferred outflow, pension related	125,235
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Capital assets used in governmental activities are not current financial resources and,
therefore, are not reported in the governmental fund:

Cost of capital assets at December 31, 2019	1,009,114	
Less: accumulated depreciation as of December 31, 2019	<u>(418,081)</u>	591,033

Long-term liabilities are not due and payable in the current period, and therefore, are
not reported in governmental fund:

Net pension liability	(230,021)
Deferred inflows, pension related	<u>(50,862)</u>

Total net position at December 31, 2019 - Governmental Activities	<u><u>\$ 765,632</u></u>
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See accompanying notes and independent accountants' review report.

VILLAGE OF FRENCH SETTLEMENT

STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
YEAR ENDED DECEMBER 31, 2019

REVENUES

Fines- speeding	\$ 144,153
Non-moving violations	39,630
Other moving violations	35,691
Franchise fees	97,396
French Settlement Police Department	4,400
Occupational licenses	12,248
Grants	9,975
Beer tax	756
Miscellaneous	4,514
Interest	3,716
Total Revenues	<u>352,479</u>

EXPENDITURES

General government	116,505
Public safety	203,037
Capital outlay	76,643
Total Expenditures	<u>396,185</u>

Excess of Expenditures over Revenues	<u>(43,706)</u>
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OTHER FINANCING SOURCES

Proceeds from sales of assets	2,687
Insurance proceeds	4,100
Total Other Financing Sources	<u>6,787</u>

Net change in fund balance	(36,919)
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Fund Balance, January 1, 2019	<u>367,166</u>
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Fund Balance, December 31, 2019	<u><u>\$ 330,247</u></u>
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See accompanying notes and independent accountants' review report.

VILLAGE OF FRENCH SETTLEMENT

RECONCILIATION OF THE GOVERNMENTAL FUND
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE TO THE STATEMENT OF ACTIVITIES
DECEMBER 31, 2019

Net change in fund balance - Governmental fund	\$ (36,919)
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The change in net position reported for governmental activities in the statement of activities is different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets are allocated over their estimated useful lives and reported as depreciation expense.

Capital Assets:

Capital outlay capitalized	76,643	
Depreciation expense for the year ended December 31, 2019	<u>(66,032)</u>	
		10,611

Non-employer contributions to cost-sharing pension plan	5,214	
Pension benefit	<u>(39,839)</u>	

Change in Net Position - Governmental Activities	<u>\$ (60,933)</u>
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See accompanying notes and independent accountants' review report.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Organization

The Village of French Settlement (the Village) is the governing authority for French Settlement and is a political subdivision of the State of Louisiana. The Village is operated under a Mayor-board of Alderman form of government. The Mayor, aldermen and alderwomen serve four-year terms.

Louisiana Revised Statute 33:321 gives the Village various powers in regulating and directing affairs of the Village and its inhabitants. The more notable of these is the power to make regulations for its own government; to regulate the construction and maintenance of roads, bridges, and drainage systems; to regulate the sale of alcoholic beverages; and to provide for health and welfare of the poor, disadvantaged, and unemployed in the Village. Funding to accomplish these tasks is provided by fines, beer and alcoholic beverage permits, franchise taxes, and various other state and federal grants.

B. Reporting Entity

As the governing authority of the incorporated limits of French Settlement, Louisiana, for reporting purposes, the Village of French Settlement is the financial reporting entity. The financial reporting entity consists of (a) the primary government (Village), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

The Governmental Accounting Standards Board (GASB) *Codification of Governmental Accounting and Financial Reporting Standards* Section 2100, established criteria for determining which component units should be considered part of the Village of French Settlement, Louisiana, for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. These criteria include:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the Village to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Village.
2. Organizations for which the Village does not appoint a voting majority but are fiscally dependent on the Village.
3. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Based on the previous criteria, no component units have been identified and, as a result, these financial statements present only financial position and results of operations of the Village of French Settlement, Louisiana (the primary government).

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Government-Wide and Fund Financial Statements

Government-wide Statements: The statement of net position and the statement of activities display information about the Village of French Settlement. These statements include the financial activities of the overall government. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for the Village's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reversed for the statement of activities. Program revenues include (a) fees, fines, and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the Village's funds. Separate statements for each fund category are presented. The emphasis of fund financial statements is on major governmental funds, each displayed in a separate column.

All governmental funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as current assets. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except that principal and interest on general long-term debt are recognized when due. Purchases of various operating supplies are regarded as expenditures at the time purchased.

The Village reports the following major governmental fund:

- a. General Fund - The General Fund is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund.

D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Government-wide Financial Statements. The government-wide financial statements are reported using the economic resources measurement focus. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the Village gives (or receives) value without directly receiving (or giving) equal value in exchange, include grants, entitlements, and donations. Revenue from grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

D. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (continued)

Governmental Fund Financial Statements. Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Village considers all revenues reported in the governmental funds to be available if the revenues are collected within sixty days after year-end. Franchise fees, licenses, and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

E. Budgetary Policy and Accounting

Budgets and Budgetary Accounting - The Village follows these procedures in establishing the budgetary data reflected in these financial statements:

- 1) The Village's Mayor and Aldermen prepare a proposed budget message and budget prior to the beginning of each fiscal year.
- 2) A summary of the proposed budget is published and the public is notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.
- 3) A special meeting is held to conduct a public hearing to review and discuss on the proposed budget.
- 4) After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is adopted through passage of an ordinance prior to the commencement of the fiscal year for which the budget is being adopted.
- 5) Budgetary amendments involving the transfer of funds from one department, program, or function to another, or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the Village Aldermen.
- 6) All budgetary appropriations lapse at the end of each fiscal year.
- 7) The budget for the General Fund is adopted on a basis consistent with accounting principles generally accepted in the United States of America (GAAP).

F. Capital Assets

Capital assets, which include property and equipment, are reported in the applicable governmental column in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated historical cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair value at the date of donation. The Village maintains a threshold of \$500 or more for capitalizing assets. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

F. Capital Assets (continued)

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Buildings	40
Building improvements	15
Vehicles	5
Equipment	7

G. Accounts receivables

Accounts receivables are recorded at cost, net of any allowance for doubtful accounts. The allowance is based on management's estimate of uncollectible receivables as of the end of each year.

H. Use of Estimates

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

I. Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents includes amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the Village may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law at national banks having their principal offices in Louisiana.

J. Compensated Absences

The Village does not have a policy relating to vacation and sick leave. Due to this, no liability has been reflected in these financial statements as of December 31, 2019.

K. Pension Plans

The Village is a participating employer in a cost-sharing, multiple-employer defined benefit pension plan as described in Note 5. For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the plan, and additions to/deductions for the plan's fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments have been reported at fair value within the plan.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

L. Government Wide Net Position

For the government-wide statement of net position, the net position amount is classified and displayed in three components:

Net investment in capital assets – This component consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those capital assets.

Restricted net position – This component consists of net position with constraints placed on either by external groups such as creditors, grantors, contributors, laws, or regulations of other governments; or law through constitutional provisions or enabling legislation.

Unrestricted net position – This component consists of all other net position that do not meet the definition of “restricted” or “net investment in capital assets”.

M. Fund Equity of Fund Financial Statements

Accounting standards require governmental fund balances to be reported in as many as five classifications as listed below:

Nonspendable- represents amounts that are not expected to be converted to cash because they are either not in spendable form or legally or contractually required to be maintained intact.

Restricted- represents balances where constraints have been established by parties outside the Village or imposed by law through constitutional provisions or enabling legislation.

Committed- represents balances that can only be used for specific purposes pursuant to constraints imposed by formal action of the Village Alderman.

Assigned- represents balances that are constrained by the government's intent to be used for specific purposes, but are not restricted or committed.

Unassigned- represents balances that have not been assigned to other funds and that have not been restricted, committed, or assigned to specific purposes within the general fund.

When expenses are incurred for the purposes for which both restricted and unrestricted amounts are available, the Village reduces restricted amounts first, followed by unrestricted amounts. When expenditures are incurred for purposes for which committed, assigned, and unassigned amounts are available, the Village reduces committed amounts first, followed by assigned amounts and then unassigned amounts.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

N. Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Net Position or Balance Sheet will sometimes report a separate section for deferred outflows of resources. This separate financial element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expenditure) until then. The Village has one item that qualifies for this category; pension related deferrals, which are reported in the government-wide statement.

In addition to liabilities, the Statement of Net Position or Balance Sheet will sometimes report a separate section for deferred inflows of resources. This separate financial element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) at that time. The Village has one item that qualifies for this category; pension related deferrals. The amounts deferred are recognized as an inflow of resources in the period that the amount becomes available.

2. CASH AND CASH EQUIVALENTS

At December 31 2019, the Village's cash and cash equivalents (book balance) consisted of the following:

	<u>Governmental Funds</u>
Demand Deposits	\$ 163,741
Funds held in LAMP	150,416
Total cash and cash equivalents	<u>\$ 314,157</u>

The demand deposits are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value for the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The government does not have a deposit policy for custodial credit risk. As of December 31, 2019, the Village's bank balance was not exposed to custodial credit risk.

At December 31, 2019, the Village had \$174,282 in deposits (collected bank balances). The \$174,282 consists of demand deposit accounts. It is secured from risk by \$174,282 of federal deposit insurance. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool, Inc., (LAMP), a nonprofit corporation formed by an initiative of the State Treasurer and organized under the laws of Louisiana, which operates a local government investment pool.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

2. CASH AND CASH EQUIVALENTS (continued)

At December 31, 2019, the Village had \$150,416 in investments in the Louisiana Asset Management Pool, Inc., (LAMP), a local government investment pool. In accordance with GASB Codification Section 150.165, the investment of LAMP at December 31, 2019, is not categorized in the three categories provided by GASB Codification Section 150.164 because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form. LAMP is administered by LAMP, Inc. a non-profit corporation organized under the laws of the State of Louisiana. Only local governments having contracted to participate in LAMP have an investment interest in its pool of assts. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high-quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest in accordance with LA-R.S. 33:2955.

GASB Statement No. 40 Deposit and Investment Risk Disclosure, requires disclosure of credit risk, custodial credit risk, concentration of credit risk interest rate risk, and foreign currency risk for all public entity investments.

LAMP is a 2a7-like investment pool. The following facts are relevant for 2a7 like investment pools.

- Credit risk: LAMP is rated AAAM by Standard & Poor's
- Custodial credit risk: LAMP participants' investments in the pool are evidenced by shares of the pool. Investments in pools should be disclosed, but not categorized because they are not evidenced by securities that exist in physical or book-entry form. The public entity's investment is with the pool, not the securities that make up the pool; therefore, no disclosure is required.
- Concentration of credit risk: Pooled investments are excluded from the 5 percent disclosure requirement.
- Interest rate risk: LAMP is designed to be highly liquid to give its participants immediate access to their account balances. LAMP prepares its own interest rate risk disclosure using the weighted average maturity (WAM) method. The WAM of LAMP assets is restricted to not more than 60 days, and consists of no securities with a maturity in excess of 397 days.
- Foreign currency risk: Not applicable to 2a7-like pools

The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the net asset value of the pool shares.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company.

3. RECEIVABLES

The receivables at December 31, 2019 are as follows:

Class of Receivables

Franchise payments	\$16,867
Other	200
Total	<u>\$17,067</u>

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

4. CAPITAL ASSETS

Capital assets and depreciation activity as of and for the year ended December 31, 2019, are as follows:

	Land	Building and improvements	Equipment	Vehicles	Total
Cost of Capital Assets, December 31, 2017	\$ 133,511	\$ 577,788	\$ 114,502	\$130,346	\$ 956,147
Additions	-	1,650	31,529	43,464	76,643
Deletions	-	-	-	(23,676)	(23,676)
Cost of Capital Assets, December 31, 2019	133,511	579,438	146,031	150,134	1,009,114
Accumulated depreciation, December 31, 2017	-	229,167	63,733	82,825	375,725
Additions	-	26,303	16,611	23,118	66,032
Deletions	-	-	-	(23,676)	(23,676)
Accumulated depreciation, December 31, 2019	-	255,470	80,344	82,267	418,081
Capital assets, net of accumulated depreciation at December 31, 2019	\$ 133,511	\$ 323,968	\$ 65,687	\$ 67,867	\$ 591,033

For the year ended December 31, 2019, depreciation expense was \$66,032. Depreciation expense was allocated to General government and public safety in the amounts of \$24,075 and \$41,957; respectively.

5. PENSION AND RETIREMENT PLAN

The Village of French Settlement (the Village) is a participating employer in a cost-sharing defined benefit pension plan. The plan is administered by a public employee retirement system, the Municipal Police Employees' Retirement System (MPERS). Article X, Section 29(F) of the Louisiana Constitution of 1974 assigns the authority to establish and amend benefit provisions of the plan to the State Legislature. The system is administered by a separate board of trustees.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the system. The report may be obtained by writing, calling or downloading the report as follows: MPERS 7722 Office Park Boulevard, Suite 200 ; Baton Rouge, LA 70809 ;(225) 929-7411 ;www.lampers.org.

The Municipal Police Employees' Retirement System prepared its employer schedules in accordance with Government Accounting Standards Board (GASB) Statement 68 - *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*. GASB Statement No. 68 established standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expenses/expenditures. It provides methods and assumptions that should be used to project benefit payments, discount projected benefit payments to their actuarial present value and attribute that present value to periods of employee service. It also provides methods to calculate participating employer's proportionate share of net pension liability, deferred inflows, deferred outflows, pension expense, and amortization period for deferred inflows and deferred outflows.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

5. PENSION AND RETIREMENT PLAN (continued)

Plan Description: Municipal Police Employees' Retirement System (MPERS)

The Municipal Police Employees' Retirement System (MPERS) is the administrator of a cost-sharing multiple-employer plan. Membership in the System is mandatory for any full-time police officer employed by a municipality of the State of Louisiana and engaged in law enforcement, empowered to make arrests, providing he or she does not have to pay social security and providing he or she meets the statutory criteria. The System provides retirement benefits for municipal police officers. The projections of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the System in accordance with benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date. Benefit provisions are authorized within Act 189 of 1973 and amended by LRS 11:2211-11:2233.

The following is a brief description of the plan and its benefits and is provided for general information purposes only. Participants should refer to the appropriate statutes for more complete information.

Membership prior to January 1, 2013: A member is eligible for regular retirement after he has been a member of the System and has 25 years of creditable service at any age or has 20 years of creditable service and is age 50 or has 12 years creditable service and is age 55. A member is eligible for early retirement after he has been a member of the System for 20 years of creditable service at any age with an actuarially reduced benefit. Benefit rates are three and one-third percent of average final compensation (average monthly earnings during the highest 36 consecutive months or joined months if service was interrupted) per number of years of creditable service not to exceed 100% of final salary. Upon the death of an active contributing member, or disability retiree, the plan provides for surviving spouses and minor children. Under certain conditions outlined in the statutes, the benefits range from forty to sixty percent of the member's average final compensation for the surviving spouse. In addition, each child under age eighteen receives benefits equal to ten percent of the member's average final compensation or \$200.00 per month, whichever is greater.

Membership Commencing January 1, 2013: Member eligibility for regular retirement, early retirement, disability and survivor benefits are based on Hazardous Duty and Non Hazardous Duty sub plans. Under the Hazardous Duty sub plan, a member is eligible for regular retirement after he has been a member of the System and has 25 years of creditable service at any age or has 12 years of creditable service at age 55. Under the Non-Hazardous Duty sub plan, a member is eligible for regular retirement after he has been a member of the System and has 30 years of creditable service at any age, 25 years of creditable service at age 55, or 10 years of creditable service at age 60. Under both sub plans, a member is eligible for early retirement after he has been a member of the System for 20 years of creditable service at any age, with an actuarially reduced benefit from age 55. Under the Hazardous and Non Hazardous Duty sub plans, the benefit rates are three percent and two and a half percent, respectively, of average final compensation (average monthly earnings during the highest 60 consecutive months or joined months if service was interrupted) per number of years of creditable service not to exceed 100% of final salary. Upon death of an active contributing member, or disability retiree, the plan provides for surviving spouses and minor children. Under certain conditions outlined in the statutes, the benefits range from twenty-five to fifty-five percent of the member's average final compensation for the surviving spouse. In addition, each child under age eighteen receives ten percent of average final compensation or \$200 per month whichever is greater. If deceased member had less than ten years of service, beneficiary will receive a refund of employee contributions only.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

5. PENSION AND RETIREMENT PLAN (continued)

Cost of Living Adjustments: The Board of Trustees is authorized to provide annual cost-of-living adjustments computed on the amount of the current regular retirement, disability, beneficiary or survivor's benefit, not to exceed 3% in any given year. The Board is authorized to provide an additional 2% COLA, computed on the member's original benefit, to all regular retirees, disability, survivors and beneficiaries who are 65 years of age or older on the cut-off date which determines eligibility. No regular retiree, survivor or beneficiary shall be eligible to receive a cost-of-living adjustment until benefits have been received at least one full fiscal year and the payment of such COLA, when authorized, shall not be effective until the lapse of at least one-half of the fiscal year. Members who elect early retirement are not eligible for a cost of living adjustment until they reach regular retirement age. A COLA may only be granted if funds are available from interest earnings in excess of normal requirements, as determined by the actuary.

Deferred Retirement Option Plan: A member is eligible to elect to enter the deferred retirement option plan (DROP) when he is eligible for regular retirement based on the members' sub plan participation. Upon filing the application for the program, the employee's active membership in the System is terminated. At the entry date into the DROP, the employee and employer contributions cease. The amount to be deposited into the DROP account is equal to the benefit computed under the retirement plan elected by the participant at date of application. The duration of participation in the DROP is thirty six months or less. If employment is terminated after the three-year period, the participant may receive his benefits by lump sum payment or a true annuity. If employment is not terminated, active contributing membership into the System shall resume and upon later termination, he shall receive additional retirement benefit based on the additional service. For those eligible to enter DROP prior to January 1, 2004, DROP accounts shall earn interest subsequent to the termination of DROP participation at a rate of half of one percentage point below the percentage rate of return of the System's investment portfolio as certified by the actuary on an annual basis but will never lose money. For those eligible to enter DROP subsequent to January 1, 2004, an irrevocable election is made to earn interest based on the System's investment portfolio return or a money market investment return. This could result in a negative earnings rate being applied to the account. If the member elects a money market investment return, the funds are transferred to a government money market account.

Initial Benefit Option Plan: In 1999, the State Legislature authorized the System to establish an Initial Benefit Option program. Initial Benefit Option is available to members who are eligible for regular retirement and have not participated in DROP. The Initial Benefit Option program provides both a one-time single sum payment of up to 36 months of regular monthly retirement benefit, plus a reduced monthly retirement benefit for life. Interest is computed on the balance based on same criteria as DROP.

Funding Policy

Article X, Section 29(E)(2)(a) of the Louisiana Constitution of 1974 assigns the Legislature the authority to determine employee contributions. Employer contributions are actuarially determined using statutorily established methods on an annual basis and are constitutionally required to cover the employer's portion of the normal cost and provide for the amortization of the unfunded accrued liability. Employer contributions are adopted by the Legislature annually upon recommendation of the Public Retirement Systems' Actuarial Committee (PRSAC).

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

5. PENSION AND RETIREMENT PLAN (continued)

Contributions to the plan are required and determined by State law and are expressed as a percentage of covered payroll. The contribution rates in effect for the Village and covered employees were as follows:

	<u>Village</u>	<u>Employees</u>
All employees hired prior to 01/01/2013 and all Hazardous Duty employees hired after 01/01/2013	32.25%	10.00%
Non-Hazardous Duty (hired after 01/01/2013)	32.25%	8.00%
Employees receiving compensation below poverty guidelines of US Department of Health	34.75%	7.50%

The Village's contributions made to the System for the past three fiscal years, which equaled the required contributions for each of these years, were as follows:

	<u>2019</u>	<u>2018</u>	<u>2017</u>
MPERS	\$ 13,158	\$ 19,275	\$ 12,578

Non-employer contributions: The System also receives insurance premium tax monies as additional employer contributions. The tax is considered support from a non-contributing entity and appropriated by the legislature each year based on an actuarial study. Non-employer contributions of \$5,214 were recognized during the year ended June 30, 2019 net of pension expense.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

The following schedule lists the Village's proportionate share of the Net Pension Liability allocated by the pension plan for based on the June 30, 2019 measurement date. The Village uses this measurement to record its Net Pension Liability and associated amount as of December 31, 2019, in accordance with GASB Statement 68. The schedule also includes the proportionate share allocation rate used at June 30, 2019 along with the change compared to the June 30, 2018 rate. The Village's proportion of the Net Pension Liability was based on a projection of the Agency's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

	Net Pension Liability at June 30,	Rate at June 30,	Increase (Decrease) on Rate
2019	\$ 230,021	0.0253%	0.0101%
2018	\$ 85,699	0.0101%	(0.0086%)
2017	\$ 163,573	0.0187%	(0.0055%)
2016	\$ 227,347	0.0243%	0.0111%

The pension plan's recognized pension expense of the Village for the year ended December was \$39,839.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

5. PENSION AND RETIREMENT PLAN (continued)

At December 31, 2019, the Village reported deferred outflows of resources and deferred inflows of resources related to the pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
	2019	2019
Differences between expected and actual experience	\$ 4,591	\$ (7,077)
Changes in assumptions	12,890	-
Net difference between projected and actual earnings on pension plan investments	10,836	-
Changes in proportion and differences in employer contributions and proportionate share of contributions	89,896	(43,785)
Employer contributions subsequent to the measurement date	7,022	-
	<u>\$ 125,235</u>	<u>\$ (50,862)</u>

The Village reported a total of \$7,022 as deferred outflow of resources related to pension contributions made subsequent to the measurement period of June 30, 2019 which will be recognized as a reduction in Net Pension Liability in the year ended December 31, 2019. The pension contributions made subsequent to the measurement period was \$7,022.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to the pension will be recognized in pension expense as follows:

Year	
2020	\$ 15,301
2021	12,740
2022	35,575
2023	3,735
	<u>\$ 67,351</u>

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

5. PENSION AND RETIREMENT PLAN (continued)

Actuarial Assumptions

The actuarial assumptions used in the June 30, 2019 valuation were based on the assumptions used in the June 30, 2019 actuarial finding valuation and were based on the results of an actuarial experience study for the period of July 1, 2009 through June 30, 2014. In cases where benefit structures were changed after the study period, assumptions were based on estimates of future experience.

A summary of the actuarial methods and assumptions used in determining the total pension liability for each pension plan as of June 30, 2019, are as follows:

Valuation Date	June 30, 2019	
Actuarial Cost Method	Entry Age Normal Cost	
Expected Remaining Service Lives	2019 - 4 years	
Investment Rate of Return	7.125% net of investment expense	
Inflation Rate	2.50%	
Mortality	The RP-2000 Combined Healthy with Blue Collar Adjustment Sex Distinct Tables projected to 2029 by Scale AA (set back 1 year for females) for healthy annuitants and beneficiaries. RP-2000 Disabled Lives Table set back 5 years for males and set back 3 years for females for disabled annuitants. RP-2000 Employee Table set back 4 years for males and 3 years for females and active members.	
Salary Increases	Years of Salary	Service Growth Rate
	1 - 2	9.75%
	3 - 23	4.75%
	Over 23	4.25%
Cost of Living Adjustments	The present value of future retirement benefits is based on benefits currently being paid by the System and includes previously granted cost-of-living increases. The present values do not include provisions for potential future increases not yet authorized by the Board of Trustees.	

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

5. PENSION AND RETIREMENT PLAN (continued)

Mortality assumptions were set based upon an experience study performed by the prior actuary on plan data for the period July 1, 2009 through June 30, 2014 and review of similar law enforcement mortality. The data was assigned credibility weighting and combined with a standard table to produce current levels of mortality. This mortality was then projected forward to a period equivalent to the estimated duration of the System's liabilities. Annuity values calculated based on this mortality were compared to those produced by using a set-back of standard tables. The result of the procedure indicated that the tables used would produce liability values approximating the appropriate generational mortality tables.

The best estimates of the arithmetic nominal rates of return for each major asset class included the System's target allocation as of June 30, 2019 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
	MPERS	MPERS
Equity	48.50%	3.28%
Fixed Income	33.50%	0.80%
Alternatives	18.00%	1.06%
Other	0.00%	0.00%
Total	100.00%	5.14%
Inflation		2.75%
Expected Arithmetic Nominal Return		7.89%

Discount Rate

The discount rate used to measure the total pension liability was 7.125%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that contributions from participating employers will be made at the actuarially determined rates approved by PRSAC taking into consideration the recommendation of the System's actuary. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

5. PENSION AND RETIREMENT PLAN (continued)

Sensitivity of the Employer's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following table presents the Village's proportionate share of the Net Pension Liability (NPL) using the discount rate for the Retirement System as well as what the Village's proportionate share of the NPL would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current rate used by the Retirement System:

	Changes in Discount Rate		
	1%	Current	1%
	Decrease 6.125%	Discount Rate 7.125%	Increase 8.125%
Net Pension Liability	\$ 320,495	\$ 230,021	\$ 154,122

Payables to Pension Plan

The Town did not have an accrued liability to the retirement system for the year ended December 31, 2019.

6. AMOUNTS PAID TO ELECTED OFFICIALS

Toni Guitrau, Mayor (1/1/19-12/13/19)	\$6,000
Danette Carrier, Alderwoman	1,563
Teresa Miller, Alderwoman	1,625
Rhonda Lobell, Alderwoman	1,625
William B. Bliss, Jr., Chief of Police (1/1/19-8/15/19)	17,600
Cary Mosby, Chief of Police (8/16/19-12/31/19)	8,800
Total	<u>\$37,213</u>

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

7. RISK MANAGEMENT

The Village is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Village has obtained liability insurance through the Louisiana Risk Management Association (LMRMA). This policy includes general liability insurance as well as liability insurance for the Village Hall, the police car and the patrolmen, and an errors and omissions policy on the public officials. In addition, the Village has purchased building and contents insurance on the Village Hall, comprehensive and collision insurance on the police car and worker's compensation insurance. There were no major changes in insurance coverage from the prior year and settlements have not exceeded coverage in the prior year.

8. SUBSEQUENT EVENTS

Management has evaluated subsequent events through the date the financials were available to be issued, May 8, 2020, noting that the COVID-19 outbreak in the United States has caused business disruptions and voluntary closings of businesses. While the disruption is currently expected to be temporary, there is considerable uncertainty around the duration of the closings. However, the related financial impact and duration cannot be reasonably estimated at this time.

No subsequent events occurring after this date have been evaluated for inclusion in these financial statements.

VILLAGE OF FRENCH SETTLEMENT
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

	Original Budget	Final Budget	Actual
<u>REVENUES</u>			
Fines- speeding	\$ 92,000	\$ 92,000	\$ 144,153
Non-moving violations	33,500	33,500	39,630
Other moving violations	17,000	17,000	35,691
Franchise fees	94,000	94,000	97,396
French Settlement Police Department	4,102	4,102	4,400
Occupational licenses	12,500	12,500	12,248
Grants	2	2	9,975
Beer tax	500	500	756
Miscellaneous	16,000	16,000	4,514
Interest	3,500	3,500	3,716
Total Revenues	<u>273,104</u>	<u>273,104</u>	<u>352,479</u>
<u>EXPENDITURES</u>			
General government	107,660	113,200	116,505
Public safety	161,553	197,626	203,037
Capital outlay	3,500	73,000	76,643
Total Expenditures	<u>272,713</u>	<u>383,826</u>	<u>396,185</u>
Excess of expenditures over revenues	391	(110,722)	(43,706)
<u>OTHER FINANCING SOURCES</u>			
Proceeds from sales of assets	-	-	2,687
Insurance proceeds	-	-	4,100
Total Other Financing Sources	<u>-</u>	<u>-</u>	<u>6,787</u>
Net change in fund balance	391	(110,722)	(36,919)
Fund balance, January 1, 2019	<u>367,166</u>	<u>367,166</u>	<u>367,166</u>
Fund Balance, December 31, 2019	<u>\$ 367,557</u>	<u>\$ 256,444</u>	<u>\$ 330,247</u>

VILLAGE OF FRENCH SETTLEMENT

SCHEDULE OF THE PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
FOR THE YEAR ENDED DECEMBER 31, 2019 (*)

Municipal Police Employees' Retirement System	2019	2018	2017	2016	2015
Employer's Proportion of the Net Pension Liability (Assets)	0.0253%	0.0101%	0.0187%	0.0243%	0.0132%
Employer's Proportionate Share of the Net Pension Liability (Asset)	\$ 230,021	\$ 85,699	\$ 163,573	\$ 227,347	\$ 103,071
Employer's Covered-Employee Payroll	\$ 47,694	\$ 52,224	\$ 55,933	\$ 67,945	\$ 35,194
Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered-Employee Payroll	482.2850%	164.0989%	292.4445%	334.6045%	292.8653%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	71.0078%	71.8871%	70.0815%	66.0422%	70.7303%

Schedule is intended to show information for 10 years.

Additional years will be displayed as they become available.

(*) The amounts have a measurement date of the period June 30, 2019.

VILLAGE OF FRENCH SETTLEMENT

SCHEDULE OF SYSTEM CONTRIBUTIONS
FOR THE YEAR ENDED DECEMBER 31, 2019

Municipal Police Employees Retirement System	2019	2018	2017	2016	2015
Contractually required contribution	\$ 13,184	\$ 19,275	\$ 12,578	\$ 20,549	\$ 14,916
Contributions in relation to contractually required contributions	13,158	19,275	12,578	21,343	14,916
Contribution deficiency (excess)	26	-	-	(794)	-
Employer's Covered Employee Payroll	\$ 40,713	\$ 61,283	\$ 40,232	\$ 69,658	\$ 52,422
Contributions as a % of Covered Employee Payroll	32.3828%	31.4524%	31.2637%	29.4998%	28.4537%

Schedule is intended to show information for 10 years.

Additional years will be displayed as they become available.

VILLAGE OF FRENCH SETTLEMENT

SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS
TO AGENCY HEAD
FOR THE YEAR ENDED DECEMBER 31, 2019

Agency Head Name: Toni Guitrau, Mayor (1/1/19 -12/13/19)

Purpose	Amount
Salary	\$ 6,000
Benefits- insurance	-
Benefits- retirement	-
Deferred compensation	-
Benefits- Other	-
Dues	-
Cell phone	-
Registration fees	-
Conference travel	-
Total	<u>\$ 6,000</u>

VILLAGE OF FRENCH SETTLEMENT

SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS
TO AGENCY HEAD
FOR THE YEAR ENDED DECEMBER 31, 2019

Agency Head Name: Rhonda Lobell, Mayor (12/14/19 -12/31/19)

Purpose	Amount
Salary	\$ -
Benefits- insurance	-
Benefits- retirement	-
Deferred compensation	-
Benefits- Other	-
Dues	-
Cell phone	-
Registration fees	-
Conference travel	-
Total	<u>\$ -</u>



INDEPENDENT ACCOUNTANTS' REPORT ON
APPLYING AGREED-UPON PROCEDURES

To the Honorable Mayor, Rhonda Lobell
And Board of Aldermen
Village of French Settlement, Louisiana

We have performed the procedures enumerated below, which were agreed to by the management of the Village of French Settlement, Louisiana and the Legislative Auditor, State of Louisiana, on the Village's compliance with certain laws and regulations contained in the accompany Louisiana Attestation Questionnaire during the year ended December 31, 2019, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The Village's management is responsible for its financial records and compliance with applicable laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

Public Bid Law

1. Obtain documentation for all expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$157,700. Compare the documentation for these expenditures to Louisiana Revised Statute (R.S.) 36:1551-39:1775 (the state procurement code) or R.S. 38:2211-2296 (the public bid law), whichever is applicable; and report whether the expenditures were made in accordance with these laws.

We examined the documentation for the one expenditure made under state procurement and noted it was purchased in accordance with state law. There were no public works exceeding \$157,700.

Code of Ethics for Public Officials and Public Employees

2. Obtain a list of immediate family members of each board member as defined by R.S. 42:1101-1124 (the ethics law).

Management has provided us with the requested information.

3. Obtain a list of all employees paid during the fiscal year.

Management provided us with the requested information.

4. Report on whether any employees' names appear on both lists obtained in Procedures 2 and 3.

None of the employees included on the list provided by management agreed-upon Procedure 3 appeared on the list provided by management in agreed-upon Procedure 2.

5. Obtain a list of all disbursements made during the year, and a list of outside business interests of board members, employees, and board members' and employees' immediate families. Report whether any vendors appear on both lists.

Management provided the requested information. None of the businesses of board members, employees, and board members' and employees' immediate families appeared as vendors on the list of disbursements.

Budgeting

6. Obtain a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the original and represented there was no amendment.

7. Trace documentation for the adoption of the budget and approval of any amendments to the minute book, and report whether there were any exceptions.

We traced the adoption of the original budget to the minutes of a meeting held on 12/12/18 which indicated that the budget had been adopted by the board of the Village of French Settlement. Management represented that there were no amendments to the budget during the year.

8. Compare the revenues and expenditures of the final budget to actual revenues and expenditures. Report whether actual revenues failed to meet budgeted revenues by 5% or more, and whether actual expenditures exceeded budgeted amounts by 5% or more.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. While actual revenues did exceed budgeted revenues, expenditures for the year did not exceed budgeted amounts by more than 5%.

Accounting and Reporting

9. Obtain the list of all disbursements made during the fiscal year. Randomly select six disbursements and obtain documentation from management for these disbursements. Compare the selected disbursements to the supporting documentation, and:

(a) Report whether the six disbursements agree to the amount and the payee in the supporting documentation.

The six selected disbursements agree to the amount and the payee in the supporting documentation.

(b) Report whether the six disbursements were coded to the correct fund and general ledger account.

Five of the disbursements were properly coded to the correct fund and general ledger account. One disbursement (check no. 19506), which should have been coded to capital outlay was coded to repairs and maintenance general ledger account.

(c) Report whether the six disbursements were approved in accordance with management's policies and procedures.

Documentation of each of the six selected disbursements included the signature of the mayor.

Meetings

10. Obtain evidence from management to support that agendas for meetings recorded in the minute book were posted or advertised as required by R. S. 42:11 through 42:28 (the open meetings law); and report whether there are any exceptions.

Management represented that the Village is only required to post a notice of each meeting and the accompanying agenda on the door of the Village's office building. Although management has asserted that such documents were properly posted, no evidence was provided to support management's assertion other than an unmarked copy of the notices and agendas.

Debt

11. Obtain bank deposits for the fiscal year and scan the deposit slips in order to identify and report whether there are any deposits that appear to be proceeds of bank loans, bonds, or like

indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.

We scanned copies of all bank deposit slips for the fiscal year and noted no deposits which appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

12. Obtain the list of payroll disbursements and meeting minutes of the governing board, if applicable. Scan these documents to identify and report whether there are any payments or approval of payments to employees that may constitute bonuses, advances, or gifts.

We scanned payroll disbursements and read the meeting minutes of the Village's board of alderman for the fiscal year. We found no payments or approval for payments to employees that would constitute bonuses, advances, or gifts.

State Audit Law

13. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

The Village's report is due on June 30, 2020 and is therefore; submitted timely.

14. Inquire of management and report whether the agency entered into any contracts that utilized state funds as defined in R.S. 39:72.1A. (2); and that were subject to public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Management represented that the Village was not on the noncompliance list for any time during the fiscal year. Management further represented that the Village did not enter into any state contracts during the year that were subject to public bid law.

Prior Comments and Recommendations

15. Obtain and report management's representation as to whether any prior-year suggestions, exceptions, recommendations, and/or comments have been resolved.

The prior year report, dated May 21, 2019 did not include any suggestions, exceptions, recommendations, or comments.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the Village's compliance with the foregoing matters. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures; other matters might have come to our attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on the Village's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

Dier, Dupuy & Ruiz

Gonzales, Louisiana
May 8, 2020

LOUISIANA ATTESTATION QUESTIONNAIRE

Diez, Dupuy & Ruiz, LLC
1124 S. Burnside Ave., Suite 200B
Gonzales, LA 70737

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of December 31, 2019 and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Public Bid Law

It is true that we have complied with the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes ☒ No ☐

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes ☒ No ☐

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes ☒ No ☐

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes ☒ No ☐

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes ☒ No ☐

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes ☒ No ☐

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes ☒ No ☐

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes ☒ No ☐

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes ☒ No ☐

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes ☒ No ☐

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes ☒ No ☐

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes ☒ No ☐

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes ☒ No ☐

General

We are responsible for our compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes ☒ No ☐

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes ☒ No ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.

Yes ☒ No ☐

We have made available to you all records that we believe are relevant to the foregoing agreed-upon procedures.

Yes ☒ No ☐

We have provided you with any communications from regulatory agencies, internal auditors, other independent practitioners or consultants or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of your report.

Yes ☒ No ☐

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.

Yes ☒ No ☐

The previous responses have been made to the best of our belief and knowledge.

Gladys Bobbell
Sam Melanson

Mayor 5/7/20 Date

Town Clerk 5/7/20 Date

President _____ Date



May 8, 2020

To the Honorable Mayor, Rhonda Lobell
and board of Aldermen
Village of French Settlement, Louisiana

In planning and performing our review of the financial statements of the Village of French Settlement as of and for the year ended December 31, 2019, in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants, and standard applicable to the review engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General we became aware of the matters that are opportunities for strengthening internal controls and operating efficiency.

This letter summarizes our comments and suggestions regarding those matters. This letter does not affect our report dated May 8, 2020, on the financial statements of the Village of French Settlement.

MLP – 2019-001 Flat Officer Rate for Special Grants, Extra Duty and HSI

Condition: The Village of French Settlement does not have an adopted written policy in place to provide guidance for the Village's Police Department to establish flat hourly rates that are approved by granting agencies when applying for special grants, extra duty, and Homeland Security Investigation SLOT program.

Recommendation: Management of the Village of French Settlement should review, update and/or draft new policies to be presented for Board approval as it relates to pay rates for special grants, HSI Slot program, and extra duty.

MLP – 2019-002 Cooperative Endeavor

Condition: The Village did not have a cooperative endeavor agreement in place that allowed a police unit to be used by another entity.

Recommendation: In the future, cooperative endeavor agreements should be obtained as a best practice when equipment or vehicles are used by an entity outside of the Village to determine terms of usage and reimbursement of expenses.

We will review the status of these comments during our next review engagement. We have already discussed these comments and suggestions with Mayor Rhonda Lobell and Assistant Chief of Police, Lawrence Callender, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

This communication is intended solely for the information and use of management, the Honorable Mayor and Board of Aldermen, and is not intended to be, and should not be, used by anyone other than those specified parties.

Sincerely,

Diez, Dupuy & Ruiz