
VILLAGE OF FRENCH SETTLEMENT

REVIEW REPORT

DECEMBER 31, 2018

VILLAGE OF FRENCH SETTLEMENT

REVIEW REPORT

DECEMBER 31, 2018

TABLE OF CONTENTS

<u>INDEPENDENT ACCOUNTANTS' REVIEW REPORT</u>	1-2
<u>REQUIRED SUPPLEMENTARY INFORMATION-PART I</u>	
Management's Discussion and Analysis	3-8
<u>BASIC FINANCIAL STATEMENTS</u>	
Government Wide Financial Statements (GWFS)	
Statement of Net Position	9
Statement of Activities	10
Fund Financial Statements (FFS)	
Balance Sheet - Governmental Fund	11
Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position	12
Statement of Revenues, Expenditures, and Changes in Fund Balance - Governmental Fund	13
Reconciliation of the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balance to the Statement of Activities	14
Notes to Financial Statements	15-30
<u>REQUIRED SUPPLEMENTARY INFORMATION- PART II</u>	
Budgetary Comparison Schedule - General Fund	31
Schedule of the Proportionate Share of the Net Pension Liability	32
Schedule of System Contributions	33
<u>OTHER SUPPLEMENTARY INFORMATION</u>	
Schedule of Compensation, Benefits, and Other Payments to Agency Head Or Chief Executive Officer	34
<u>OTHER REPORTS</u>	
Independent Accountants' Report on Applying Agreed-Upon Procedures	35-37
Louisiana Attestation Questionnaire	38-40



INDEPENDENT ACCOUNTANTS' REVIEW REPORT

To the Honorable Mayor, Toni Guitrau
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, 2018, 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 AICPA. Those standards require us to perform procedures 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. Such information is the responsibility of management. We have not audited, reviewed, or compiled the required supplementary information and we do not express an opinion, a conclusion, nor provide any assurance on it.

Other Supplementary Information

Our review was made primarily for the purpose of expressing a conclusion that there are no material modifications that should be made to the financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America. The accompanying supplementary schedule of compensation, benefits, and other payments to agency head or chief executive officer included on page 34 is presented only for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and, do not express an opinion on such information.

Diez, Dupuy & Ruiz

May 21, 2019

Gonzales, Louisiana

VILLAGE OF FRENCH SETTLEMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS

DECEMBER 31, 2018

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, 2018. 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 \$826,566 increased by 1.2% over the course of the year's operations compared to prior year.
- During the year, the Village's governmental activities expenses were \$9,915 less than the \$385,376 generated in charges for services, and other revenue.
- The Village's general fund reported fund balance of \$367,167, which is a decrease of \$78,554 at December 31, 2018.

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, 2018

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, 2018

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.

- Some funds are required by State law.

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, 2018

FINANCIAL ANALYSIS OF THE VILLAGE AS A WHOLE

Net position. The Village's net position was \$826,566 at the end of the year. (See Table A-1.)

	Table A-1	
	Governmental Activities	
	2018	2017
Current and other assets	\$ 381,844	\$ 458,537
Land	133,511	133,511
Other capital assets, net	446,911	365,578
Total assets	962,266	957,626
Deferred outflows of resources	39,995	68,236
Total assets and deferred outflows of resources	1,002,261	1,025,862
Current liabilities	14,677	12,816
Long term liabilities	85,699	163,573
Total liabilities	100,376	176,389
Deferred inflows of resources	75,319	32,822
Total liabilities and deferred inflows of resources	175,695	209,211
Net position		
Net investment in capital assets	580,422	499,089
Unrestricted	246,144	317,562
Total net position	\$ 826,566	\$ 816,651

Net position of the Village's governmental activities increased by \$9,915 or by 1.2% from prior year.

Net investment in capital assets accounts for 70.2% of total net position reported as of December 31, 2018 and 61.1% of total net position reported as of December 31, 2017.

VILLAGE OF FRENCH SETTLEMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS

DECEMBER 31, 2018

Governmental Activities

Revenues for the Village's governmental activities were \$9,915 more than total expenses for year end.

	Table A-2	
	Governmental Activities	
	2018	2017
Revenues		
Program revenues		
Charges for services	\$ 245,781	\$ 257,831
Grants	121,403	153,588
General revenues		
Intergovernmental	3,900	1,650
Miscellaneous	9,755	8,147
Interest	4,537	2,347
Total revenues	385,376	423,563
Expenses		
General government	148,843	170,902
Public safety	226,618	247,537
Interest	-	295
Total expenses	375,461	418,734
Change in net position	\$ 9,915	\$ 4,829

Change in net position. The Village's total revenues decreased during 2018 to \$385,376 representing a decrease of 9% from 2017. (See Table A-2.) Approximately 63.8% of the Village's revenue comes from fines, fees, and charges for services. Grant revenues represent 31.5%, and the rest is intergovernmental, interest and miscellaneous income.

The total cost of all programs and services were \$375,461. Costs decreased by \$43,273 as costs in the prior year were high as it related to expenditures caused by the Great Flood of 2016.

FINANCIAL ANALYSIS OF THE VILLAGE'S FUNDS

As the Village completed the year, its governmental funds reported a fund balance of \$367,167 which is a decrease of \$78,554 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 revenues by \$80,305 and expenditures by \$180,152. Majority of the revenue increase was attributed to grant income and non-moving and other moving violations. These increases were offset by decreases in fines-speeding, franchise fees, police department fees and miscellaneous. The increases in expenditures are reflected in general government, public safety and capital outlay in the amounts of \$111,200, \$33,951, and \$35,001; respectively.

VILLAGE OF FRENCH SETTLEMENT

MANAGEMENT'S DISCUSSION AND ANALYSIS
DECEMBER 31, 2018

CAPITAL ASSETS

At the end of 2018, the Village had net investment in capital assets totaling \$580,422. (See Table A-3)

	Table A-3
	Governmental
	Activities
Land	\$ 133,511
Buildings and improvements	348,621
Equipment	50,769
Vehicles	47,521
Total	\$ 580,422

This year's major capital asset additions included:

- Improvements to town hall in the amount of \$62,250.
- Equipment totaling \$27,419
- Vehicle and accessories costing \$39,009.

This year's disposal consisted of the town boat.

LONG-TERM LIABILITIES

At December 31, 2018, the Village had the following long-term liabilities outstanding at year end.

Net pension liability	\$ 85,699
Total	\$ 85,699

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Village is dependent on speeding fines, non-moving violations, and other moving violations for 22%, 8%, and 6%; respectively. Franchise fees and licenses account for 24% and 3% of its revenues, grants are 32% and the remaining 5% 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, Toni Guitrau, P.O. BOX 3, French Settlement, LA 70733.

VILLAGE OF FRENCH SETTLEMENT

STATEMENT OF NET POSITION
DECEMBER 31, 2018

ASSETS AND DEFERRED OUTFLOWS OF RESOURCES

ASSETS

Cash and cash equivalents	\$ 365,729
Receivables	16,115
Capital assets	
Land	133,511
Other capital assets, net of depreciation	446,911
TOTAL ASSETS	<u>962,266</u>

DEFERRED OUTFLOWS OF RESOURCES

Deferred outflows, pension related	<u>39,995</u>
TOTAL DEFERRED OUTFLOWS OF RESOURCES	<u>39,995</u>

TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	<u><u>\$ 1,002,261</u></u>
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LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION

LIABILITIES

Accounts payable	\$ 5,903
Salaries payable	5,633
Accrued expenses	3,141
Long term liabilities	
Net pension liability	85,699
TOTAL LIABILITIES	<u>100,376</u>

DEFERRED INFLOW OF RESOURCES

Deferred inflows, pension related	<u>75,319</u>
TOTAL DEFERRED INFLOWS OF RESOURCES	<u>75,319</u>

NET POSITION

Net investment in capital assets	580,422
Unrestricted	246,144
TOTAL NET POSITION	<u>826,566</u>

TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND NET POSITION	<u><u>\$ 1,002,261</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	\$ 148,843	\$ 103,532	\$ 111,723	\$ 66,412
Public safety	226,618	142,249	9,680	(74,689)
Total governmental activities	\$ 375,461	\$ 245,781	\$ 121,403	(8,277)
General Revenues:				
				3,900
				9,755
				4,537
				18,192
				9,915
				816,651
				\$ 826,566

See accompanying notes and independent accountants' review report.

VILLAGE OF FRENCH SETTLEMENT

BALANCE SHEET
GOVERNMENTAL FUND
DECEMBER 31, 2018

ASSETS

Cash and cash equivalents	\$ 365,729
Receivables	<u>16,115</u>
Total assets	<u>\$ 381,844</u>

LIABILITIES AND FUND BALANCE

Liabilities	
Accounts payable	\$ 5,903
Salaries payable	5,633
Accrued expenses	<u>3,141</u>
Total liabilities	<u>14,677</u>
Fund balance	
Unassigned	<u>367,167</u>
Total fund balance	<u>367,167</u>
Total liabilities and fund balance	<u>\$ 381,844</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, 2018

Total fund balance- Governmental Fund		\$ 367,167
Amounts reported for governmental activities in the statement of net position are different because:		
Deferred outflow, pension related		39,995
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, 2018	956,147	
Less: accumulated depreciation as of December 31, 2018	<u>(375,725)</u>	580,422
Long-term liabilities are not due and payable in the current period, and therefore, are not reported in governmental fund:		
Net pension liability		(85,699)
Deferred inflows, pension related		<u>(75,319)</u>
Total net position at December 31, 2018 - Governmental Activities		<u>\$ 826,566</u>

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, 2018

REVENUES

Fines- speeding	\$ 86,018
Non-moving violations	31,824
Other moving violations	24,407
Franchise fees	92,578
French Settlement Police Department	3,900
Occupational licenses	10,470
Grants	121,403
Beer tax	484
Miscellaneous	9,755
Interest	4,537
Total Revenues	<u>385,376</u>

EXPENDITURES

General government	130,638
Public safety	204,614
Capital outlay	128,678
Total Expenditures	<u>463,930</u>

Excess of Expenditures over Revenues	(78,554)
Fund Balance, January 1, 2018	<u>445,721</u>
Fund Balance, December 31, 2018	<u><u>\$ 367,167</u></u>

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, 2018

Net change in fund balance - Governmental fund \$ (78,554)

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	128,678	
Depreciation expense for the year ended December 31, 2018	(45,725)	
Loss on sale of equipment	<u>(1,620)</u>	
		81,333

Non-employer contributions to cost-sharing pension plan	2,000	
Pension benefit	<u>5,136</u>	

Change in Net Position - Governmental Activities \$ 9,915

See accompanying notes and independent accountants' review report.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

I. 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, 2018.

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 2018, the Village's cash and cash equivalents (book balance) consisted of the following:

	<u>Governmental Funds</u>
Demand Deposits	\$ 143,752
Funds held in LAMP	<u>221,977</u>
Total cash and cash equivalents	<u>\$ 365,729</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, 2018, the Village's bank balance was not exposed to custodial credit risk.

At December 31, 2018, the Village had \$144,788 in deposits (collected bank balances). The \$144,788 consists of demand deposit accounts. It is secured from risk by \$144,788 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, 2018, the Village had \$221,977 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, 2018, 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, 2018 are as follows:

<u>Class of Receivables</u>	
Franchise payments	\$16,115
Total	<u>\$16,115</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, 2018, are as follows:

	Land	Building and improvements	Equipment	Vehicles	Total
Cost of Capital Assets, December 31, 2017	\$ 133,511	\$ 515,538	\$ 97,883	\$91,337	\$ 838,269
Additions	-	62,250	27,419	39,009	128,678
Deletions	-	-	(10,800)	-	(10,800)
Cost of Capital Assets, December 31, 2018	133,511	577,788	114,502	130,346	956,147
Accumulated depreciation, December 31, 2017	-	206,714	62,605	69,861	339,180
Additions	-	22,453	10,308	12,964	45,725
Deletions	-	-	(9,180)	-	(9,180)
Accumulated depreciation, December 31, 2018	-	229,167	63,733	82,825	375,725
Capital assets, net of accumulated depreciation at December 31, 2018	<u>\$ 133,511</u>	<u>\$ 348,621</u>	<u>\$ 50,769</u>	<u>\$ 47,521</u>	<u>\$ 580,422</u>

For the year ended December 31, 2018, depreciation expense was \$45,725. Depreciation expense was allocated to General government and public safety in the amounts of \$18,205 and \$27,520; 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 Village implemented Government Accounting Standards Board (GASB) Statement 68 on Accounting and Financial Reporting for Pensions and Statement 71 on Pension Transition for Contributions Made Subsequent to the Measurement Date - an Amendment of GASB 68. These standards require the Village to record its proportional share of each of the pension plans Net Pension Liability and report the following disclosures:

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.

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 statues, 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.

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	30.75%	10.00%
Non-Hazardous Duty (hired after 01/01/2013)	30.75%	8.00%
Employees receiving compensation below poverty guidelines of US Department of Health	33.25%	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>2018</u>	<u>2017</u>	<u>2016</u>
MPERS	\$ 19,275	\$ 12,578	\$ 21,343

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 \$2,000 were recognized during the year ended June 30, 2018 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, 2018 measurement date. The Village uses this measurement to record its Net Pension Liability and associated amount as of December 31, 2018, in accordance with GASB Statement 68. The schedule also includes the proportionate share allocation rate used at June 30, 2018 along with the change compared to the June 30, 2017 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.

	<u>Net Pension Liability at June 30,</u>	<u>Rate at June 30,</u>	<u>Increase (Decrease) on Rate</u>
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 benefit of the Village for the year ended December was \$5,136.

VILLAGE OF FRENCH SETTLEMENT

NOTES TO THE FINANCIAL STATEMENTS

5. PENSION AND RETIREMENT PLAN (continued)

At December 31, 2018, 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
	<u>2018</u>	<u>2018</u>
Differences between expected and actual experience	\$ 386	\$ (4,379)
Changes in assumptions	5,600	-
Net difference between projected and actual earnings on pension plan investments	4,108	-
Changes in proportion and differences in employer contributions and proportionate share of contributions	20,656	(70,940)
Employer contributions subsequent to the measurement date	9,245	-
	<u>\$ 39,995</u>	<u>\$ (75,319)</u>

The Village reported a total of \$9,245 as deferred outflow of resources related to pension contributions made subsequent to the measurement period of June 30, 2018 which will be recognized as a reduction in Net Pension Liability in the year ended December 31, 2018. The pension contributions made subsequent to the measurement period was \$9,245.

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	
2019	\$ (1,503)
2020	(24,252)
2021	(18,966)
2022	152
	<u>\$ (44,569)</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, 2018 valuation were based on the assumptions used in the June 30, 2018 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.

A summary of the actuarial methods and assumptions used in determining the total pension liability for each pension plan as of June 30, 2018, are as follows:

Valuation Date	June 30, 2018	
Actuarial Cost Method	Entry Age Normal Cost	
Expected Remaining Service Lives	2018 - 4 years	
Investment Rate of Return	7.20% net of investment expense	
Inflation Rate	2.60%	
Mortality	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 RP-2000 Employee Mortality Table was selected for active members. The RP-2000 Healthy Annuitant Mortality Table was selected for healthy annuitants and beneficiaries. The RP-2000 Disabled Lives Mortality Table was selected for disabled annuitants.	
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)

The following method is used by the retirement system in determining the long-term rate of return on pension plan investments:

The forecasted long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimates ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation and an adjustment for the effect of rebalancing/diversification.

The following table provides a summary of the best estimates of arithmetic/geometric real rates of return for the major asset class included in the Retirement System target asset allocations as of June 30, 2018:

Asset Class	Target Allocation	Long-Term Expected
	MPERS	Real Rate of Return MPERS
Equity	52.00%	3.58%
Fixed Income	22.00%	0.46%
Alternatives	20.00%	1.07%
Other	6.00%	0.17%
Total	100.00%	5.28%
Inflation		2.75%
Expected Arithmetic Nominal Return		8.03%

Discount Rate

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 sponsor contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. 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. The discount rate used to measure the total pension liability for MPERS was 7.20% for the year ended June 30, 2018.

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:

	<u>Changes in Discount Rate</u>		
	1%	Current	1%
	Decrease	Discount Rate	Increase
	6.20%	7.20%	8.20%
Net Pension Liability	<u>\$ 120,431</u>	<u>\$ 85,699</u>	<u>\$ 56,560</u>

Payables to Pension Plan

The Town recorded an accrued liability of \$1,345 to the retirement system for the year ended December 31, 2018.

6. AMOUNTS PAID TO ELECTED OFFICIALS

Toni Guitrau, Mayor	\$6,000
Danette Carrier, Alderwoman	1,625
Teresa Miller, Alderwoman	1,625
Rhonda Lobell, Alderwoman	1,625
William B. Bliss, Jr., Chief of Police (11/1/18-12/31/18)	2,200
Harry Brignac, Chief of Police (1/1/18-10/31/18)	23,100
Total	<u>\$36,175</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

In January 2019, the Board committed \$53,763 to be used to replace a police unit and its related accessories.

Management has evaluated subsequent events through the date the financials were available to be issued, May 21, 2019, and has determined that no other events occurred that require disclosure.

VILLAGE OF FRENCH SETTLEMENT

BUDGETARY COMPARISON SCHEDULE

GENERAL FUND

FOR THE YEAR ENDED DECEMBER 31, 2018

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>
<u>REVENUES</u>			
Fines- speeding	\$ 92,000	\$ 75,000	\$ 86,018
Non-moving violations	25,000	27,000	31,824
Other moving violations	15,000	21,000	24,407
Franchise fees	98,000	75,000	92,578
French Settlement Police Department	4,402	3,903	3,900
Occupational licenses	15,000	10,350	10,470
Grants	2	121,405	121,403
Beer tax	500	500	484
Miscellaneous	15,500	9,951	9,755
Interest	2,000	3,600	4,537
Total Revenues	<u>267,404</u>	<u>347,709</u>	<u>385,376</u>
<u>EXPENDITURES</u>			
General government	104,001	215,201	130,638
Public safety	162,206	196,157	204,614
Capital outlay	1,000	36,001	128,678
Total Expenditures	<u>267,207</u>	<u>447,359</u>	<u>463,930</u>
Excess of Revenues over (under) Expenditures	197	(99,650)	(78,554)
Fund balance, January 1, 2018	<u>445,721</u>	<u>445,721</u>	<u>445,721</u>
Fund Balance, December 31, 2018	<u>\$ 445,918</u>	<u>\$ 445,721</u>	<u>\$ 367,167</u>

VILLAGE OF FRENCH SETTLEMENT
SCHEDULE OF THE PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY
FOR THE YEAR ENDED DECEMBER 31, 2018 (*)

Municipal Police Employees' Retirement System	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Employer's Proportion of the Net Pension Liability (Assets)	0.0101%	0.0187%	0.0243%	0.0132%
Employer's Proportionate Share of the Net Pension Liability (Asset)	\$ 85,699	\$ 163,573	\$ 227,347	\$ 103,071
Employer's Covered-Employee Payroll	\$ 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	164.0989%	292.4445%	334.6045%	292.8653%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	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, 2018.

VILLAGE OF FRENCH SETTLEMENT
SCHEDULE OF SYSTEM CONTRIBUTIONS
FOR THE YEAR ENDED DECEMBER 31, 2018

Municipal Police Employees Retirement System	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Contractually required contribution	\$ 19,275	\$ 12,578	\$ 20,549	\$ 14,916
Contributions in relation to contractually required contributions	<u>19,275</u>	<u>12,578</u>	<u>21,343</u>	<u>14,916</u>
Contribution deficiency (excess)	-	-	(794)	-
Employer's Covered Employee Payroll	\$ 61,283	\$ 40,232	\$ 69,658	\$ 52,422
Contributions as a % of Covered Employee Payroll	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 OR CHIEF EXECUTIVE OFFICER
FOR THE YEAR ENDED DECEMBER 31, 2018

Agency Head Name: Toni Guitrau, Mayor

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>



INDEPENDENT ACCOUNTANTS' REPORT ON
APPLYING AGREED-UPON PROCEDURES

To the Honorable Mayor, Toni Guitrau
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, 2018, 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.

Public Bid Law

1. Obtain documentation for all expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$154,450. 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 compared the documentation for the one expenditure made under state procurement. There were no public works exceeding \$154,450.

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 amended budgets.

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 November 8, 2017 which indicated that the budget had been adopted by the commissioners of the Village of French Settlement. The amended budget was adopted on December 19, 2018.

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.

Each of 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.

All six of the payments were properly coded to the correct fund and general ledger account.

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

Inspection of documentation supporting each of the six selected disbursements indicated approval from the mayor or board of alderman.

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.

The Village properly complied with the requirements of the open meetings law as all the agendas in the minutes were properly advertised.

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, 2019 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.

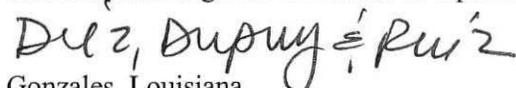
Prior Comments and Recommendations

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, 2018 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.


Gonzales, Louisiana
May 21, 2019

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, 2018 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 [X] 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 [X] 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 [X] No []

Prior-Year Comments

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

Yes [X] 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 [X] No []

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

Yes [X] 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 [X] No []

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

Yes [X] 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 [X] 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 [X] No []

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

Joni Huitan Mayor 11/14/18 Date
Sam Melancon Town Clerk 11/14/18 Date
____ President _____