



Financial Statements  
December 31, 2018

# Northeast Council of Governments

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## Independent Auditor's Report

The Board of Directors  
Northeast Council of Governments  
Aberdeen, South Dakota

### Report on the Financial Statements

We have audited the accompanying financial statements of Northeast Council of Governments, which comprise the statement of net position as of December 31, 2018, and the related statements of revenues, expenses and changes in net position and cash flows for the year then ended, and the related notes to the financial statements.

### 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.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

**Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Northeast Council of Governments as of December 31, 2018, and the respective changes in financial position and cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

**Other Matters***Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedule of net pension liability (asset), and schedule of pension contributions 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued a report dated April 25, 2019, on our consideration of Governments's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Governments's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Governments's internal control over financial reporting and compliance.



Aberdeen, South Dakota  
April 25, 2019

This section of the financial report represents management's discussion and analysis of the Northeast Council of Governments's (NECOG) financial performance during the year ended December 31, 2018. This report is presented to provide additional information about NECOG and to meet the requirements of GASB 34. This analysis should be read in conjunction with the independent auditor's report, financial statements, and the notes to the financial statements.

### **Nature of Operations for the Organization**

NECOG is a governmental entity; the boundaries, counties, and cities included were established under Executive Order 70-7 by the State of South Dakota's governor's office. NECOG currently serves twelve counties in the Aberdeen, South Dakota area (northeastern South Dakota), initiating, guiding, and providing strategic planning within the area it serves. The primary objective of NECOG is to provide specific planning for rural economic development through projects to enhance the economic environment and improve or maintain the quality of life in the area it serves.

### **Financial Statements**

The financial statements used by NECOG include a statement of net position. The statement of net position reports all financial and capital assets for NECOG. The statement is presented in a format where assets equal liabilities plus net position. Assets and liabilities are presented in order of liquidity. Current assets are those that are convertible to cash within one year.

The financial statements also include a statement of revenues, expenses and changes in net position (similar to an income statement). This statement includes revenues; such as federal grants, administrative fees, contract and local revenues and interest income and expenses; such as payroll related costs, professional fees and other. The focus of the statement of revenues, expenses and changes in net position is to show the change in net position.

A statement of cash flows is also included, which discloses net cash from or used for operating activities, nonoperating grants received, investments in capital assets and other investing activities.

The notes to the financial statements provide additional information essential to understanding the financial statements.

**Statement of Net Position**

The following table reflects the condensed statement of net position compared to the prior year:

	2018	2017
<b>Assets</b>		
Cash and cash equivalents	\$ 212,502	\$ 131,938
Certificates of deposit	2,020,810	1,984,979
Accounts receivable	65,930	67,990
Due from NECOG Development Corporation	9,518	9,604
Accrued interest receivable	15,361	12,332
Prepaid expenses	2,250	2,693
Total current assets	2,326,371	2,209,536
Net pension asset	392	1,496
Capital assets, net of accumulated depreciation	15,189	19,031
<b>Deferred Outflows of Resources</b>		
Pension related deferred outflows	127,164	153,716
	\$ 2,469,116	\$ 2,383,779
<b>Liabilities</b>		
Accounts payable	\$ 600	\$ 1,961
Accrued annual leave	29,213	27,734
Lease payable	8,281	6,952
Unearned revenue	61,415	47,195
Sales tax payable	45	-
Total current liabilities	99,554	83,842
<b>Deferred Inflows of Resources</b>		
Pension related deferred inflows	31,454	29,438
<b>Net Position</b>		
Net investment in capital assets	15,189	19,031
Net position - restricted for pension	96,102	125,774
Net position - unrestricted	2,226,817	2,125,694
Total net position	2,338,108	2,270,499
	\$ 2,469,116	\$ 2,383,779

### **Major Factors Affecting the Statement of Net Position**

Total assets and deferred outflows of resources increased by \$85,337. This increase is primarily due to an increase in cash, cash equivalents and certificates of deposit. Accounts receivable decreased by \$2,060 due to an increase of contract revenue collections in 2018.

As of the plan year end of June 30, 2018, SDRS was funded at 100.02% causing a decrease in the net pension asset by \$1,104. Pension related deferred outflows decreased and deferred inflows increased in 2018 due to differences between expected and actual experience, changes in plan assumptions, difference between projected and actual earnings on pension plan investments, changes in proportion between NECOG contributions and proportionate share of contributions, and contributions subsequent to the measurement date.

Total liabilities and deferred inflows of resources increased by \$17,728. Pension related deferred inflows related to GASB No. 68 and 71 increased by \$2,016 and was an offsetting factor of the overall decrease in total liabilities and deferred inflows in 2018, which the main reason for the overall decrease is from the net decrease in the pension liability noted above. An increase in unearned revenue was recognized in 2018 related to the timing of contract revenue collection and closing of contracts for projects started in prior years.

Total net position increased by \$67,609 from the results of operations for year ended December 31, 2018.

**Statement of Revenues, Expenses and Changes in Net Position**

The following table compares the revenues and expenses for the current and previous fiscal years:

Statement of Activities

	<u>2018</u>	<u>2017</u>	<u>% Change</u>
<b>Revenues</b>			
Federal grants and funding revenues	\$ 114,070	\$ 115,082	-1%
Contract revenues	214,430	196,341	9%
Local revenues	146,070	143,699	2%
NECOG Development Corporation administrative fees	107,216	105,748	1%
Interest income	35,072	29,584	19%
	<u>616,858</u>	<u>590,454</u>	<u>4%</u>
<b>Expenses</b>			
Salaries	364,368	342,560	6%
Payroll taxes and benefits	74,170	87,221	-15%
GASB pension (revenue) expense adjustments	29,672	(53,561)	-155%
Staff travel	7,799	9,679	-19%
Directors fees and travel	1,559	1,572	-1%
Insurance	7,302	6,840	7%
Professional fees	12,893	11,539	12%
Office rent	18,333	18,333	0%
Equipment rental and maintenance contracts	3,674	3,717	-1%
Expendable equipment purchases	3,588	6,001	-40%
Utilities and telecommunications	5,177	4,977	4%
Membership and conference registration	5,466	6,126	-11%
Office expenses	4,242	3,841	10%
Depreciation expense	9,623	16,055	-40%
Miscellaneous expense	1,383	47	2843%
	<u>549,249</u>	<u>464,947</u>	<u>18%</u>
Changes in Net Position	<u>67,609</u>	<u>125,507</u>	<u>-46%</u>
Net Position - Beginning	<u>2,270,499</u>	<u>2,144,992</u>	
Net Position - Ending	<u>\$ 2,338,108</u>	<u>\$ 2,270,499</u>	

**Major Factors Affecting the Statement of Revenues, Expenses and Changes in Net Position**

Contract revenue increased \$18,089 (9%), largely due to increased project administration workload. Total expenses increased \$84,302, largely due to an \$83,233 increase related to adjustments for GASB Statements No. 68 and 71 accounting for pensions.

Net position at the beginning of the year, was \$2,270,499 and at the end of the year was \$2,338,108 (including net investment in capital assets), resulting in an increase in net position of \$67,609.

**Capital Asset and Debt Administration**

Capital Assets – During 2018, NECOG acquired one new capital asset for \$5,781.

Debt Outstanding – NECOG had no debt outstanding in 2018 or 2017.

**Financial Contact**

If you have any questions about this report or need additional financial information, contact the Northeast Council of Governments Accountant at (605) 626-2595 or by writing to Northeast Council of Governments, 416 Production Street North, Suite 1, Aberdeen, SD 57401.

Northeast Council of Governments  
Statement of Net Position  
December 31, 2018

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Assets and Deferred Outflows of Resources

Current Assets

Cash and cash equivalents	\$ 212,502
Certificates of deposit	2,020,810
Accounts receivable	65,930
Due from NECOG Development Corporation	9,518
Accrued interest receivable	15,361
Prepaid expenses	2,250

Total current assets	2,326,371
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Noncurrent Assets

Capital assets, at cost:

Automobiles	41,020
Leasehold improvements	3,595
Office equipment	52,581

	97,196
Less accumulated depreciation	(82,007)

Total capital assets	15,189
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Net Pension Asset	392
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Total assets	2,341,952
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Deferred Outflows of Resources

Pension related deferred outflows	127,164
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Total assets and deferred outflows of resources	\$ 2,469,116
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Northeast Council of Governments  
Statement of Net Position  
December 31, 2018

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Liabilities, Deferred Inflows of Resources and Net Position

Current Liabilities	
Accounts payable	\$ 600
Accrued annual leave	29,213
Lease payable	8,281
Unearned revenue	61,415
Sales tax payable	45
	<hr/>
Total current liabilities	99,554
	<hr/>
Total liabilities	99,554
	<hr/>
Deferred Inflows of Resources	
Pension related deferred inflows	31,454
	<hr/>
Net Position	
Net investment in capital assets	15,189
Net position - restricted for pension	96,102
Net position - unrestricted	2,226,817
	<hr/>
Total net position	2,338,108
	<hr/>
Total liabilities, deferred inflows of resources and net position	<u>\$ 2,469,116</u>

Northeast Council of Governments  
Statement of Revenues, Expenses and Changes in Net Position  
Year Ended December 31, 2018

Operating Revenues	
Contract revenues	\$ 214,430
Federal grant and funding revenues	31,245
Local revenues and support	146,070
NECOG Development Corporation administrative fees	107,216
Total revenues	498,961
Operating Expenses	
Salaries	364,368
Payroll taxes	27,468
Employee benefits	46,702
GASB pension (revenue) expense adjustments	29,672
Staff vehicle expense	4,815
Travel	2,984
Directors fees and travel	1,559
Insurance	7,302
Professional fees	12,893
Office rent	18,333
Equipment rentals	674
Office supplies	3,588
Maintenance contracts	3,000
Utilities and telecommunications	5,177
Memberships and conferences	5,466
Postage	2,042
Subscriptions and publications	2,200
Depreciation expense	9,623
Miscellaneous and other expenses	1,383
Total operating expenses	549,249
Operating Loss	(50,288)
Nonoperating Revenue	
Grant income	82,825
Interest income	35,072
Total nonoperating revenue	117,897
Changes in Net Position	67,609
Net Position, Beginning	2,270,499
Net Position, End of Year	\$ 2,338,108

Northeast Council of Governments  
Statement of Cash Flows  
Year Ended December 31, 2018

Cash Flows from Operating Activities	
Receipts from customers	\$ 338,012
Receipts from grants and federal funding	31,245
Receipts from local revenues and support	146,070
Payments to suppliers and others	(99,757)
Payments to employees	<u>(408,262)</u>
Net Cash from Operating Activities	<u>7,308</u>
Cash Flows from Noncapital Financing Activities	
Nonoperating grants received	<u>82,825</u>
Cash Flows used for Capital and Related Financing Activities	
Purchase of fixed assets	<u>(5,781)</u>
Cash Flows used for Investing Activities	
Purchase of certificates of deposit	(256,701)
Maturities of certificates of deposit	220,870
Interest received	<u>32,043</u>
Net Cash used for Investing Activities	<u>(3,788)</u>
Net Change in Cash and Cash Equivalents	80,564
Cash and Cash Equivalents - Beginning	<u>131,938</u>
Cash and Cash Equivalents - Ending	<u><u>\$ 212,502</u></u>
Reconciliation of Operating Loss to	
Net Cash from Operating Activities	
Operating loss	\$ (50,288)
Adjustments to reconcile operating loss to:	
Depreciation	9,623
Change in assets and liabilities:	
Accounts receivable	2,060
Pension liability/asset and deferred outflows/inflows	29,672
Due from NECOG Development Corporation	86
Prepaid expenses	443
Accounts payable	(1,361)
Accrued leave and lease payable	2,808
Sales tax payable	45
Unearned revenue	<u>14,220</u>
Net Cash from Operating Activities	<u><u>\$ 7,308</u></u>

## **Note 1 - Nature of Operations and Significant Accounting Policies**

The accounting policies of the Northeast Council of Governments (NECOG) conform to accounting principles generally accepted in the United States of America applicable to governmental units. The following is a summary of the significant policies.

### **Reporting Entity**

NECOG is a governmental entity; the boundaries, counties, and cities included were established under Executive Order 70-7 by the State of South Dakota's governor's office. NECOG currently serves twelve counties in the Aberdeen, South Dakota area (northeastern South Dakota), initiating, guiding, and providing strategic planning within the area it serves. The primary objective of NECOG is to provide specific planning for rural economic development through projects to enhance the economic environment and improve or maintain the quality of life in the area it serves.

The staff of NECOG provides technical and professional assistance to member units of government in writing grant proposals, comprehensive planning, analyzing local resources, and similar assistance. The financial statements presented in this report represent all the funds and fiscal activities under the control of the Board of Directors, through a five-member Executive Board elected from the full board of NECOG. NECOG is governed by a board consisting of county commissioners, city officials, and private citizens. Control is determined by oversight, legal responsibilities, and financial accountability.

The accompanying financial statements have been prepared from records pertaining to and including all the funds, operations, activities, and financial affairs of NECOG.

### **Basis of Accounting and Financial Statement Presentation**

The accompanying financial statements are presented in accordance with accounting principles generally accepted in the United States of America on the accrual basis of accounting; revenues are recognized when earned and expenses are recognized when incurred.

The accounts are organized on the basis of funds. During 2018, all activities were accounted for through the general fund; there were no separate special purpose funds in 2018. The operations of the general fund are accounted for with a set of self-balancing accounts that comprise its assets, liabilities, net position, revenues, and expenses. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. For 2018, NECOG's funds are grouped into one broad fund category and fund type as follows.

### **Proprietary Funds**

Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The General Operating Fund was the only enterprise fund maintained by NECOG for 2018. It is the only major fund for financial reporting purposes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of NECOG's general fund are contract revenues from the administering of grant programs on the behalf of other governmental entities and annual dues received from its member cities and counties. Operating expenses for the fund includes all administrative costs of the entity and depreciation expense. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses. When both restricted and unrestricted resources are available for use, it is NECOG's policy to use restricted resources first, then unrestricted resources as they are needed.

### **Cash and Cash Equivalents**

For purpose of the statement of cash flows, NECOG considers all highly liquid investments with an initial maturity of three months or less when purchased to be cash equivalents; all cash accounts and unrestricted temporary cash investments at the financial statement reporting date were considered to be cash equivalents in the accompanying statement of net position.

### **Certificates of Deposit**

Certificates of deposit recorded in the financial statements represent non-negotiable time deposits held with local financial institutions and are carried at cost plus accrued interest.

### **Accounts Receivable, Unearned Revenue and the Recognition of Revenue**

Resources from grants are recorded as revenue, when the related costs are incurred using the percentage of completion method, measured by the ratio that costs incurred bears to total estimated costs. Adjustments to cost estimates are made periodically. If the funding received under a grant is less than the revenue earned, based on matching requirements and costs incurred, the revenue is accrued (recorded as revenue) and presented as an account receivable in the accompanying financial statements. If funding received under a grant exceeds the revenue earned, based on costs incurred, the revenue is deferred (not recognized as revenue until such time in the future when earned) and presented as unearned revenue in the accompanying financial statements.

Local funding provided by member counties and cities is recorded as revenues of the year to which the funding commitment is related. These revenues are applied as local funding match to individual grants on the basis of total expenditures of the grant in the cost sharing ratio specified in the grant agreement.

Federal funding is recorded as revenues by individual grant for the federal share of costs incurred to date determined by the cost-sharing ratio specified in the grant agreement or contract. If the funding received for a grant is less than the revenue earned, based on cost-sharing ratio, the revenue is accrued (the accrual is recorded as revenue) and presented as a receivable in the accompanying financial statements. If the funding received for a grant exceeds the revenue earned, based on cost-sharing ratio, the revenue is deferred (not recognized as revenue and deferred) and presented as unearned revenue in the accompanying financial statements.

### **Indirect Cost System**

Indirect costs are applied or allocated to individual grants based upon a fixed ratio or percent of direct salaries, payroll taxes, and employee benefits charged to a grant. This rate is reviewed annually and revised as necessary in an attempt to minimize over- or under-applied indirect costs. The resulting over- or under-applied indirect costs for year-end are charged or credited, as appropriate, and are carried forward to the next year's indirect cost allocation.

The indirect costs system has previously been approved by the U.S. Department of Commerce, Economic Development Administration and is operated in accordance with guidelines established by Office of Management and Budget 2 CFR, Part 225, Cost Principles for State, Local Governments, and Indian Tribal Governments. The indirect cost rate for 2018 was 34% of direct salaries, payroll taxes, and employee benefits.

### **Capital Assets and Depreciation**

Capital assets include vehicles, leasehold improvements, office and computer equipment, and software and are recorded at cost and depreciated over their estimated useful lives. NECOG uses a capital asset capitalization policy of \$5,000; items costing less than this amount (individually) are charged as expense to current year operations, as expendable equipment or supplies. Major renewals and betterments are capitalized in the capital asset accounts and depreciated; while replacements, maintenance, and repairs, which do not improve or extend the lives of respective assets, are charged to current year operations as repairs and maintenance expense. Depreciation is computed on the straight-line method using estimated useful lives of three to five years.

### **Accrued Annual Leave and Employee Benefits**

The cost of compensated leave and employee benefits are accrued as they are vested to the employee.

### **Self-Insurance – Unemployment Benefits**

NECOG is under the self-insurance method for paying unemployment claims. Under this method, NECOG pays unemployment benefit claims to the State system as they are billed rather than contributing to the State system. Costs resulting from claims are charged to income as expenses when incurred. There were no unemployment benefit costs during 2018.

### **Estimates**

Management uses estimates and assumptions in preparing financial statements in accordance with accounting principles generally accepted in the United States of America. Those estimates and assumptions affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could differ from the estimates that were used.

### **Pensions**

For purposes of measuring the net pension liability (asset), deferred outflows/inflows of resources, and pension expense (revenue) information about the fiduciary net position of the South Dakota Retirement System (SDRS) and additions to/deductions from SDRS's fiduciary net position have been determined on the same basis as they are reported by SDRS. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**Deferred Outflows and Deferred Inflows of Resources**

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement 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 (expense/expenditure) until then. NECOG has two items that qualify for reporting in this category. They are the contributions made to pension plans after the measurement date and prior to the fiscal year-end and changes in the net pension asset/liability not included in pension expense reported in the statement of net position.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement 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) until that time. NECOG has one type of item that qualifies for reporting in this category. This item is the change in the net pension asset/liability not included in pension expense reported in the statement of net position.

**Note 2 - Deposits and Investments**

NECOG’s deposits are made and held in qualified public depositories. In South Dakota, qualified depositories are required by SDCL 4-6A to maintain at all times, segregated from their other assets, eligible collateral having a value equal to at least 100% of the public deposit accounts which exceed deposit insurance such as the FDIC and NCUA. NECOG maintains its cash balances, savings accounts, and certificates of deposit at financial institutions in the general local area. The cash balances are held in institutions insured by the FDIC or NCUA.

Custodial Credit Risk Deposits: The risk that, in the event of a bank failure, NECOG’s deposits may not be returned. NECOG does not have a formal deposit policy for the custodial credit risk but maintains its cash accounts in several commercial bank deposit accounts to help lower this risk. NECOG believes it is not exposed to any significant credit risk on cash and cash equivalents and NECOG has not experienced any losses on such accounts. As of December 31, 2018, NECOG maintained their deposits in in-state financial institutions for which were properly collateralized in accordance with SDCL 4-6A-3.

As of December 31, 2018, NECOG did not have any investments as all deposits were either in checking, savings, or certificate of deposit accounts.

The actual bank balances of NECOG were as follows:

	<u>Bank Balance</u>
Insured (FDIC)	\$ 2,244,601
Uninsured, collateral jointly held by State/NECOG's agent in the name of the State and the pledging financial institution	3,791
Total deposits	\$ 2,248,392
NECOG's carrying amount of deposits at December 31	\$ 2,233,312

**Note 3 - Capital Assets**

A summary of changes in capital assets for the year ended December 31, 2018 is as follows:

	Balance 1/1/2018	Additions	Disposals	Balance 12/31/2018
Cost				
Automobiles	\$ 41,020	\$ -	\$ -	\$ 41,020
Leasehold improvements	3,595	-	-	3,595
Office equipment	46,800	5,781	-	52,581
	<u>\$ 91,415</u>	<u>\$ 5,781</u>	<u>\$ -</u>	<u>\$ 97,196</u>
Accumulated Depreciation				
Automobiles	\$ 38,166	\$ 712	\$ -	\$ 38,878
Leasehold improvements	1,915	719	-	2,634
Office equipment	32,303	8,192	-	40,495
	<u>\$ 72,384</u>	<u>\$ 9,623</u>	<u>\$ -</u>	<u>\$ 82,007</u>

The provision reported above of \$9,623 is the depreciation expense charged to current year operations.

NECOG reviews the carrying value of property and equipment for impairment whenever events and circumstances indicate that the carrying value of an asset may not be recoverable from the estimated future cash flows expected to result from its use and eventual disposition. In cases where undiscounted expected future cash flows are less than the carrying value, an impairment loss is recognized equal to an amount by which the carrying value exceeds the fair value of assets. The factors considered by management in performing this assessment include current operating results, trends and prospects, the manner in which the property is used, and the effects of obsolescence, demand, competition, and other economic factors. Based on this assessment, there was no impairment at December 31, 2018.

**Note 4 - Operating Lease**

NECOG leases its office facilities. In 2015, NECOG entered into a lease agreement with Aberdeen Development Corporation to lease office space. The lease began on May 1, 2015 and ends on April 30, 2030 with an option to opt out of the lease after 10 years. The lease contains graduated payments over the lease term, so rent expense is amortized on a straight-line basis over the noncancelable portion of the lease term. Differences between rent expense and the actual amounts paid will constitute a lease payable or a prepaid lease amount on the statement of net position. Total rent expense for the year ending December 31, 2018 was \$18,333.

Future minimum noncancelable lease payments are as follows:

<u>Years Ending December 31,</u>	<u>Amount</u>
2019	\$ 17,004
2020	19,268
2021	20,400
2022	20,400
2023	20,400
2024-2025	27,200

**Note 5 - Related Party Transactions**

In January 1995, NECOG spun off the Revolving Loan Fund, forming a new separate corporation, under Internal Revenue Code Section 501 (c)(3). The new corporation is NECOG Development Corporation (Development Corporation) and it issues its own separate annual financial report.

NECOG charges an administrative fee for the services it provides and expenses incurred for the Development Corporation. NECOG shares its offices with the Development Corporation; however, the Development Corporation is not a component unit of NECOG.

NECOG provides services and office space to the Development Corporation. During the year 2018, NECOG charged the Development Corporation administrative fees totaling \$107,216. NECOG also had a receivable from the Development Corporation totaling \$9,518 as of December 31, 2018.

**Note 6 - Risk Management**

Liability and casualty insurance are carried for risks of loss related to torts, theft, or damage to property; and errors and omissions of public officials through a commercial insurance carrier. All employees of NECOG are also covered by workers compensation insurance. NECOG reviews insurance coverage annually to determine if any additions or revisions need to be made for future years.

**Note 7 - Concentration**

NECOG receives a substantial amount of its revenues or support from federal, state, and local governments. A reduction in the level of funding or this support, if it were to occur, may have a significant negative impact on NECOG's operations and activities.

## **Note 8 - Retirement Plan**

All employees, working more than 20 hours per week during the year, participate in the South Dakota Retirement System (SDRS), a cost-sharing, multiple employer defined benefit pension plan administered by SDRS to provide retirement benefits for employees of the State of South Dakota and its political subdivisions. The SDRS provides retirement, disability, and survivor benefits. The right to receive retirement benefits vests after three years of credited service. Authority for establishing, administering, and amending plan provisions are found in South Dakota Codified Law 3-12. The SDRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained at <http://www.sdrs.sd.gov/publications.aspx> or by writing to the SDRS, PO Box 1098, Pierre, SD 57501-1098 or by calling (605) 773-3731.

### **Benefits Provided**

SDRS has three different classes of employees, Class A general members, Class B public safety and judicial members, and Class C Cement Plant Retirement Fund members.

Members that were hired before July 1, 2017, are Foundation members. Class A Foundation members and Class B Foundation members who retire after age 65 with three years of contributory service are entitled to an unreduced annual retirement benefit. An unreduced annual retirement benefit is also available after age 55 for Class A Foundation members where the sum of age and credited service is equal to or greater than 85 or after age 55 for Class B Foundation judicial members where the sum of age and credited service is equal to or greater than 80. Class B Foundation public safety members can retire with an unreduced annual retirement benefit after age 55 with three years of contributory service. An unreduced annual retirement benefit is also available after age 45 for Class B Foundation public safety members where the sum of age and credited service is equal to or greater than 75. All Foundation retirement benefits that do not meet the above criteria may be payable at a reduced level.

Members that were hired on/after July 1, 2017, are Generational members. Class A Generational members and Class B Generational judicial members who retire after age 67 with three years of contributory service are entitled to an unreduced annual retirement benefit. Class B Generational public safety members can retire with an unreduced annual retirement benefit after age 57 with three years of contributory service. At retirement, married Generational members may elect a single-life benefit, a 60 percent joint and survivor benefit, or a 100 percent joint and survivor benefit. All Generational retirement benefits that do not meet the above criteria may be payable at a reduced level. Generational members will also have a variable retirement account (VRA) established, in which they will receive up to 1.5 percent of compensation funded by part of the employer contribution. VRAs will receive investment earnings based on investment returns.

Legislation enacted in 2017 established the current COLA process. At each valuation date:

- Baseline actuarial accrued liabilities will be calculated assuming the COLA is equal to the long-term inflation assumption of 2.25%.
- If the fair value of assets is greater or equal to the baseline actuarial accrued liabilities, the COLA will be:
  - o The increase in the 3<sup>rd</sup> quarter CPI-W, no less than 0.5% and no greater than 3.5%.
- If the fair value of assets is less than the baseline actuarial accrued liabilities, the COLA will be:
  - o The increase in the 3<sup>rd</sup> quarter CPI-W, no less than 0.5% and no greater than a restricted maximum such that, that if the restricted maximum is assumed for future COLAs, the fair value of assets will be greater or equal to the accrued liabilities.

All benefits except those depending on the member's accumulated contributions are annually increased by the cost-of-living adjustment.

### Contributions

Per SDCL 3-12, contribution requirements of the active employees and the participating employers are established and may be amended by the SDRS Board. Covered employees are required by State statute to contribute the following percentages of their salary to the plan; Class A Members, 6% of salary; Class B Judicial Members, 9% of salary; and Class B Public Safety Member, 8% of salary. NECOG's share of contributions made to the SDRS for the years ended December 31, 2018, 2017 and 2016 were \$21,502, \$20,554, and \$19,818, respectively, equal to the required contributions each year.

### Pension Liability (Asset), Pension Expense (Revenue), and Deferred Outflows of Resources and Deferred Inflows of Resources to Pensions

At June 30, 2018, SDRS is 100.02% funded and accordingly has a net pension asset. The proportionate share of the components of the net pension asset of SDRS, for NECOG as of the measurement period ending June 30, 2018 and reported by NECOG as of December 31, 2018 are as follows:

Proportionate share of pension liability	\$ 2,054,976
Less proportionate share of net position restricted for pension benefits	<u>2,055,368</u>
 Proportionate share of net pension liability (asset)	 <u><u>\$ (392)</u></u>

At December 31, 2018, NECOG reported an asset of \$(392) for its proportionate share of the net pension liability (asset). The net pension liability (asset) was measured as of June 30, 2018, and the total pension liability (asset) used to calculate the net pension liability (asset) was based on a projection of NECOG's share of contributions to the pension plan relative to the contributions of all participating entities. At June 30, 2018, NECOG's proportion was 0.0168%, which is an increase of 0.0003% from its proportion measured at June 30, 2017.

For the year ended December 31, 2018, NECOG recognized pension expense of \$29,672. At December 31, 2018, NECOG reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 14,807	\$ -
Changes in assumption	99,464	-
Net difference between projected and actual earnings on pension plan investments	-	29,609
Changes in proportion and difference between the NECOG contributions and proportionate share of contributions	2,076	1,845
NECOG contributions subsequent to the measurement date	10,817	-
	\$ 127,164	\$ 31,454

At December 31, 2018, there is \$10,817 reported as deferred outflow of resources related to pensions resulting from NECOG contributions subsequent to the measurement date that will be recognized as an increase of the net pension asset in the year ending December 31, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense (reduction of pension expense) as follows:

Year Ended December 31:	Amount
2019	\$ 53,953
2020	39,929
2021	(5,549)
2022	(3,440)
	\$ 84,893

### Actuarial Assumptions

The total pension liability (asset) in the June 30, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.25%
Salary increases	Graded by years of service, from 6.50% at entry to 3.0% after 25 years of service
Investment rate of return	6.50%, net of plan investment expenses

Mortality rates were based on 97% of the RP-2014 Mortality Table, projected generationally with Scale MP-2016, white collar rates for females and total dataset rates for males. Mortality rates for disabled members were based on the RP-2014 Disabled Mortality Table, projected generationally with Scale MP-2016.

Investment portfolio management is the statutory responsibility of the South Dakota Investment Council (SDIC), which may utilize the services of external money managers for management of a portion of the portfolio. SDIC is governed by the Prudent Man Rule (i.e., the council should use the same degree of care as a prudent man). Current SDIC investment policies dictate limits on the percentage of assets invested in various types of vehicles (equities, fixed income securities, real estate, cash, private equity, etc.). The long-term expected rate of return on pension plan investments was determined using a method in which best-estimate 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. Best estimates of real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2018 (see the discussion of the pension plan's investment policy) are summarized in the following table using geometric means:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Global Equity	58.0%	4.8%
Fixed Income	30.0%	1.8%
Real Estate	10.0%	4.6%
Cash	2.0%	0.7%
	100.0%	

### Discount Rate

The discount rate used to measure the total pension liability (asset) was 6.5%. 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 matching employer contributions will be made at rates equal to the member rate. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all 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 (asset).

### Sensitivity of Liability (Asset) to Changes in the Discount Rate

The following presents NECOG's proportionate share of net pension liability (asset) calculated using the discount rate of 6.5%, as well as what NECOG's proportionate share of the net pension liability (asset) would be if it were calculated using a discount rate that is one percentage point lower (5.5%) or one percentage point higher (7.5%) than the current rate:

	1% Decrease	Current Discount Rate	1% Increase
NECOG's proportionate share of the net pension liability (asset)	\$ 295,897	\$ (392)	\$ (241,406)

### Pension Plan Fiduciary Net Position

Detailed information about the plan's fiduciary net position is available in the separately issued SDRS financial report.



Required Supplementary Information  
December 31, 2018

# Northeast Council of Governments

Northeast Council of Governments  
 Schedule of Employer's Share of Net Pension Liability (Asset)  
 Year Ended December 31, 2018

<u>Pension Plan</u>	<u>Fiscal Year Ending</u>	<u>NECOG's Proportion of the Net Pension Liability (Asset)</u>	<u>NECOG's Proportionate Share of the Net Pension Liability (Asset) (a)</u>	<u>NECOG's Employer's Covered-Employee Payroll (b)</u>	<u>NECOG's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered-Employee Payroll (a/b)</u>	<u>Plan Fiduciary Net Position as a Percentage of the Total Pension Liability (Asset)</u>
SDRS	6/30/2018	0.0168%	\$ (392)	\$ 349,220	-0.1%	100.0%
SDRS	6/30/2017	0.0165%	(1,496)	334,964	-0.4%	100.1%
SDRS	6/30/2016	0.0169%	57,140	321,656	17.8%	96.9%
SDRS	6/30/2015	0.0177%	(75,183)	328,481	-22.9%	104.1%

\* The amounts presented for each fiscal year were determined as of the measurement date of the collective net pension liability (asset) which is 6/30.

\*GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, NECOG will present information for those years for which information is available.

Northeast Council of Governments  
 Schedule of Employer's Contributions  
 Year Ended December 31, 2018

Pension Plan	NECOG Year Ending	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Covered- Employee Payroll (d)	Contributions as a Percentage of Covered- Employee Payroll (b/d)
SDRS	12/31/2018	\$ 21,502	\$ 21,502	\$ -	\$ 358,368	6%
SDRS	12/31/2017	20,554	20,554	-	342,560	6%
SDRS	12/31/2016	19,918	19,818	-	330,304	6%
SDRS	12/31/2015	19,264	19,264	-	325,917	6%

\*GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, NECOG will present information for those years for which information is available.

## Notes to Required Supplementary Information

### Changes of Benefit Provision:

No benefit provisions were made from those used in the prior valuation.

### Changes of Assumptions:

Legislation enacted in 2017 modified the SDRS COLA. For COLAs first applicable in 2018, the SDRS COLA will equal the percentage increase in the most recent third calendar quarter CPI-W over the prior year, no less than 0.5% and no greater than 3.5%. However, if the FVFR assuming the long-term COLA is equal to the baseline COLA assumption (currently 2.25%) is less than 100%, the maximum COLA payable will be limited to the increase that if assumed on a long-term basis, results in a FVFR equal to or exceeding 100%. That condition existed as of June 30, 2017 and exists again this year as of June 30, 2018. Future COLAs are assumed to equal the current restricted maximum COLA which was 1.89% as of June 30, 2017 and is 2.03% as of June 30, 2018.

Legislation was also enacted in 2017 to:

- Modify the definition of Compensation to classify included and excluded items,
- Expand the caps on increases in Compensation considered in Final Average Compensation,
- Extend the Final Average Compensation period from the current three years to five years for Foundation Members after a phase-in period, and
- Limit Compensation to the Internal Revenue Code Section 401(a)(17) limits for all Members, regardless of date of entry into SDRS.

As a result of an experience analysis covering the period from July 1, 2011 to June 30, 2016, significant changes to the actuarial assumptions were recommended by the SDRS Senior Actuary and adopted by the Board of Trustees first effective for the June 30, 2017 Actuarial Valuation. The changes to economic assumptions were very significant, and included reducing the inflation assumption to 2.25%, reducing the investment return assumption to 6.5% and reducing the payroll growth assumption to 3.00%. The demographic assumption changes were less impactful. Among those changes were new mortality assumptions, updated retirement, termination and disability rates and updated salary increase assumptions.

The Actuarial Asset Valuation Method was changed to the Fair Value of Assets. In addition, the Funding Method was changed from the Frozen Entry Age Actuarial Cost Method to the Entry Age Actuarial Cost Method, which was in use for GASB Statement Nos. 67 and 68 purposes.



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

To the Board of Directors  
Northeast Council of Governments  
Aberdeen, South Dakota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Northeast Council of Governments (NECOG) which comprise the statement of financial position as of December 31, 2018, and the related statements of revenue, expenses, and changes in net position, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated April 25, 2019.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered NECOG's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of NECOG's internal control. Accordingly, we do not express an opinion on the effectiveness of NECOG's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying auditor's comments as item 2018-001 that we consider to be a material weakness.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether NECOG's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**NECOG's Response to Finding**

NECOG's response to the finding identified in our audit is described in the accompanying auditor's comments. NECOG's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. As required by South Dakota Codified Law 4-11-11, this report is a matter of public record and its distribution is not limited.



Aberdeen, South Dakota  
April 25, 2019

## **Prior Audit Findings**

### **Finding 2017-A Preparation of Financial Statements, Footnotes, and Proposed Journal Entries**

Current Status: This finding has not been resolved as of December 31, 2018 and is restated as current year finding 2018-001.

### **Finding 2017-B Information Technology Controls**

Current Status: This finding was resolved.

## **Current Audit Findings and Recommendations**

### **Finding 2018-001 Preparation of Financial Statements, Footnotes, and Proposed Journal Entries**

#### **Material Weakness**

*Criteria:* NECOG's internal control structure should be designed to provide for the preparation of the financial statements and footnotes, which includes having an adequate system for recording and processing entries material to the financial statements being audited, in accordance with generally accepted accounting principles.

*Condition:* Northeast Council of Governments does not have an internal control system designed to provide for the preparation of the financial statements and related financial statement disclosures being audited. In conjunction with the completion of our audit, NECOG requested the external auditors to prepare the financial statements, related footnotes and disclosures for the year ended December 31, 2018. As a part of the financial statement preparation process, the auditors proposed material audit adjustments that were not identified as a result of NECOG's existing internal controls and, therefore, could result in a misstatement of NECOG's financial statements.

*Cause:* NECOG does not have adequate staff trained to prepare financial statements and the related footnotes in accordance with generally accepted accounting principles, which could cause the need for auditors to, at times, propose material journal entries.

*Effect:* Although this circumstance is not unusual for an organization of your size, the preparation of financial statements as a part of the audit engagement may result in financial statements and related information included in financial statement disclosures not being available for management purposes as timely as it would be if prepared by NECOG personnel. This condition may affect NECOG's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

*Recommendation:* It is the responsibility of management and those charged with governance to determine whether to accept the risk associated with this condition because of cost or other considerations. Also, a thorough review of the transactions should take place prior to the beginning of the audit, to ensure that generally accepted accounting principles have been followed, especially for transaction types infrequent in occurrence.

*Management Response:* Management and the Board of Directors will review for propriety the draft financial statements and footnotes prepared by the auditor and review all recommended audit adjusting entries proposed by the auditor. Due to NECOG's size, we will accept the risk associated with this condition based on cost and other considerations.

*Explanation of Disagreement:* No disagreement noted

*Official Responsible for Ensuring Corrective Action Plan:* Eric Senger, Executive Director

*Planned Completion for Corrective Action:* Ongoing

*Plan to Monitor Completion of Corrective Action:* Ongoing