

CITY OF BLUE RAPIDS
BLUE RAPIDS, KANSAS

FINANCIAL STATEMENTS
DECEMBER 31, 2011

CITY OF BLUE RAPIDS, KANSAS

FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2011

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INDEPENDENT AUDITORS' REPORT

June 15, 2012

Mayor and City Council
City of Blue Rapids, Kansas

We have audited the accompanying primary government financial statements of the City of Blue Rapids, Kansas (the City), as of and for the year ended December 31, 2011, as listed in the Table of Contents. These financial statements are the responsibility of the City's management. 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 and the Kansas Municipal Audit Guide. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

A primary government is a legal entity or body politic and includes all funds, organizations, institutions, agencies, departments and offices that are not legally separate. Such legally separate entities are referred to as component units. The primary government financial statements referred to above do not include the financial data of component units of the City of Blue Rapids, Kansas, as of December 31, 2011.

As described more fully in Note 1, the City prepares its financial statements using accounting practices prescribed or permitted by the cash basis and budget laws of the State of Kansas, which practices differ from accounting principles generally accepted in the United States of America. The effect on the financial statements of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

In our opinion, the primary government financial statements referred to above present fairly, in all material respects, the cash and unencumbered cash balances of the primary government of the City of Blue Rapids, Kansas, as of December 31, 2011, and the revenues it received and expenditures it paid compared to budget for the year then ended in conformity with the basis of accounting described in Note 1.

In accordance with Government Auditing Standards, we have also issued our report dated June 15, 2012 on our consideration of the City of Blue Rapids, Kansas' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

This report is intended solely for the information and use of management, City Council, others within the organization, and for filing with the Kansas Department of Administration, Division of Accounts and Reports and is not intended to be and should not be used by anyone other than these specified parties.

James Gordon & Associates, CPA, PA

James Gordon & Associates, CPA, P.A.
Manhattan, Kansas

CITY OF BLUE RAPIDS, KANSAS

SUMMARY OF CASH RECEIPTS, EXPENDITURES, AND UNENCUMBERED CASH
FOR THE YEAR ENDED DECEMBER 31, 2011

Fund	Beginning Unencumbered Cash Balance	Cash Receipts	Expenditures	Ending Unencumbered Cash Balance	Add Outstanding Encumbrances And Accounts Payable	Ending Cash Balance
Governmental Type Funds:						
General Fund	\$ 91,037.44	\$ 640,495.58	\$ 595,857.59	\$ 135,675.43	\$ 23,333.54	\$ 159,008.97
Special Revenue Funds:						
Library	-	10,647.33	10,647.33	-	-	-
Special Highway	0.01	26,513.76	26,513.77	-	-	-
Special Law Enforcement Trust	965.00	-	450.00	515.00	-	515.00
Debt Service Fund:						
Bond and Interest	-	26,854.87	-	26,854.87	-	26,854.87
Capital Projects Funds:						
Capital Improvements	115,348.94	1,174.45	-	116,523.39	-	116,523.39
Storm Sewer Capital Project	(102,454.58)	196,000.00	93,545.42	-	-	-
Water Tank Grant	(104,257.96)	127,926.31	23,668.35	-	-	-
Storm Sewer Capital Project 2012	-	-	2,000.00	(2,000.00)	-	(2,000.00)
Pool Improvement	-	9,501.00	-	9,501.00	-	9,501.00
Proprietary Type Funds:						
Enterprise Funds:						
Water/Sewer/Refuse Utility	237,491.47	272,796.12	308,543.30	201,744.29	24,626.59	226,370.88
Utility System Reserve	156,066.20	12,670.50	-	168,736.70	-	168,736.70
Total	\$ 394,196.52	\$ 1,324,579.92	\$ 1,061,225.76	\$ 657,550.68	\$ 47,960.13	\$ 705,510.81
<u>Composition of Cash and Investments:</u>						
Checking Accounts-State Bank of Blue Rapids						\$ 241,992.35
Certificates of Deposit-State Bank of Blue Rapids						456,018.46
U.S. Treasury Bonds - Series H						7,500.00
Total						\$ 705,510.81

CITY OF BLUE RAPIDS, KANSAS

SUMMARY OF EXPENDITURES - ACTUAL AND BUDGET
 (BUDGETED FUNDS ONLY)
 FOR THE YEAR ENDED DECEMBER 31, 2011

<u>Fund</u>	<u>Certified Budget</u>	<u>Adjustments for Qualifying Budget Credits</u>	<u>Total Budget</u>	<u>Expenditures Chargeable to Current Year</u>	<u>Variance Over (Under)</u>
Governmental Type Funds:					
General Fund	\$ 716,599.00	\$ 11,282.02	\$ 727,881.02	\$ 595,857.59	\$ (132,023.43)
Special Revenue Funds:					
Library	10,900.00	-	10,900.00	10,647.33	(252.67)
Special Highway	32,123.00	-	32,123.00	26,513.77	(5,609.23)
Special Law Enforcement Trust *	1,200.00	-	1,200.00	450.00	(750.00)
Debt Service Fund:					
Bond and Interest	-	-	-	-	-
Capital Projects Funds:					
Capital Improvements *	137,239.00	-	137,239.00	-	(137,239.00)
Proprietary Type Funds:					
Enterprise Funds:					
Water/Sewer/Refuse Utility	439,504.00	415.03	439,919.03	308,543.30	(131,375.73)
Utility System Reserve	151,227.00	-	151,227.00	-	(151,227.00)

* These funds are not required to have a legal operating budget.

CITY OF BLUE RAPIDS, KANSAS

GENERAL FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	Actual	Budget	Variance Over (Under)
<u>Cash Receipts:</u>			
Ad Valorem tax	\$ 203,525.65	\$ 212,407.00	\$ (8,881.35)
Delinquent tax	10,652.94	-	10,652.94
Motor Vehicle tax	40,306.53	46,827.00	(6,520.47)
Recreational Vehicle tax	1,243.32	1,333.00	(89.68)
16/20M Trucks tax	653.51	625.00	28.51
Neighborhood Revitalization Program	(3,481.22)	(3,620.00)	138.78
Intangible tax	7,967.70	6,989.00	978.70
Franchise tax	30,236.07	32,200.00	(1,963.93)
Local Alcoholic Liquor tax	3,496.80	2,650.00	846.80
Local Sales Tax revenue	133,390.75	135,000.00	(1,609.25)
County Ambulance payment	12,000.00	12,000.00	-
Zoning Permit fees	375.00	1,050.00	(675.00)
Occupation tax	1,050.00	400.00	650.00
Cereal Malt Beverage license	255.00	500.00	(245.00)
Business license/permits	395.00	520.00	(125.00)
Dog/Cat licenses	1,734.00	2,000.00	(266.00)
Special assessments	-	370.00	(370.00)
Interest on idle funds	8,492.69	12,400.00	(3,907.31)
Miscellaneous income	2,673.98	3,900.00	(1,226.02)
Municipal Court fines	23,594.94	34,000.00	(10,405.06)
Cemetery open/close	1,100.00	2,900.00	(1,800.00)
Community Center rentals	2,836.62	3,200.00	(363.38)
Dump fees	401.00	650.00	(249.00)
Reimbursements	6,189.35	-	6,189.35
FEMA Grant	3,316.07	-	3,316.07
Private Donations	1,776.60	-	1,776.60
Special Purpose Vehicle registration	515.00	-	515.00
State aid	498.00	-	498.00
Cemetery Lots	200.00	-	200.00
Transfer From Water/Sewer/Refuse Fund	140,000.00	90,000.00	50,000.00
Transfer From Water Tank Grant Fund	5,100.28	-	5,100.28
<u>Total Cash Receipts</u>	<u>640,495.58</u>	<u>\$ 598,301.00</u>	<u>\$ 42,194.58</u>

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

GENERAL FUND, CONTINUED
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	Actual	Budget	Variance Over (Under)
<u>Expenditures and Transfers Subject to Budget</u>			
General Administration:			
Personal Services	45,500.88	\$ 47,600.00	\$ (2,099.12)
Contractual Services	25,955.69	20,400.00	5,555.69
Commodities	21,212.68	30,000.00	(8,787.32)
Capital Outlay	-	53,500.00	(53,500.00)
<u>Total General Administration</u>	<u>92,669.25</u>	<u>151,500.00</u>	<u>(58,830.75)</u>
Street Department:			
Personal Services	105,807.69	109,150.00	(3,342.31)
Contractual Services	-	250.00	(250.00)
Commodities	42,641.91	47,000.00	(4,358.09)
<u>Total Street Department</u>	<u>148,449.60</u>	<u>156,400.00</u>	<u>(7,950.40)</u>
Parks Department:			
Personal Services	12,886.25	13,370.00	(483.75)
Contractual Services	1,500.00	3,700.00	(2,200.00)
Commodities	16,386.64	7,700.00	8,686.64
<u>Total Parks Department</u>	<u>30,772.89</u>	<u>24,770.00</u>	<u>6,002.89</u>
Police Department:			
Personal Services	80,293.95	77,940.00	2,353.95
Contractual Services	11,785.00	19,000.00	(7,215.00)
Commodities	21,267.51	27,000.00	(5,732.49)
Capital Outlay	5,219.15	5,219.00	0.15
<u>Total Police Department</u>	<u>118,565.61</u>	<u>129,159.00</u>	<u>(10,593.39)</u>
Fire Department:			
Commodities	-	840.00	(840.00)
<u>Total Fire Department</u>	<u>-</u>	<u>840.00</u>	<u>(840.00)</u>
Emergency Services Department:	12,000.00	12,000.00	-

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

GENERAL FUND, CONTINUED
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

<u>Expenditures and Transfers Subject to Budget Cont.</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance Over (Under)</u>
Employee Benefits:			
Workers Comp Insurance	9,839.00	8,400.00	1,439.00
Health Insurance-City Share	74,126.14	73,000.00	1,126.14
Unemployment Insurance-City Share	399.11	230.00	169.11
Retirement-City Share	10,650.63	10,700.00	(49.37)
Payroll Taxes	18,180.75	17,800.00	380.75
<u>Total Employee Benefits</u>	<u>113,195.63</u>	<u>110,130.00</u>	<u>3,065.63</u>
 Cemetery Department:			
Contractual Services	5,200.00	5,500.00	(300.00)
Commodities	39.50	550.00	(510.50)
<u>Total Cemetery Department</u>	<u>5,239.50</u>	<u>6,050.00</u>	<u>(810.50)</u>
 Utilities	 30,501.48	 31,850.00	 (1,348.52)
 Sales Tax Projects:			
Streets	-	7,400.00	(7,400.00)
Water/Sewer	-	5,000.00	(5,000.00)
Other Improvements	-	6,500.00	(6,500.00)
Appropriations USD 498	44,463.63	45,000.00	(536.37)
Transfer to Capital Improvement Fund	-	30,000.00	(30,000.00)
<u>Total Sales Tax Projects</u>	<u>44,463.63</u>	<u>93,900.00</u>	<u>(49,436.37)</u>
 Adjustment for qualifying budget credits	 -	 11,282.02	 (11,282.02)
 <u>Total Cash Expenditures and Transfers Subject to Budget</u>	 <u>595,857.59</u>	 <u>\$ 727,881.02</u>	 <u>\$ (132,023.43)</u>
 <u>Excess (Deficit) Cash Revenues Over Cash Expenditures</u>	 <u>44,637.99</u>		
 <u>Beginning Fund Balance</u>	 <u>91,037.44</u>		
 <u>Ending Fund Balance</u>	 <u>\$ 135,675.43</u>		

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

LIBRARY FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Budget</u>	<u>Variance Over (Under)</u>
<u>Cash Receipts:</u>			
Ad Valorem tax	\$ 8,549.09	\$ 8,922.00	\$ (372.91)
Delinquent tax	452.82	-	452.82
Motor Vehicle tax	1,710.36	1,973.00	(262.64)
Recreational Vehicle tax	52.75	56.00	(3.25)
16/20 M Vehicle tax	28.54	26.00	2.54
Neighborhood Revitalization Program	(146.23)	(154.00)	7.77
<u>Total Cash Receipts</u>	<u>10,647.33</u>	<u>\$ 10,823.00</u>	<u>\$ (175.67)</u>
<u>Expenditures and Transfers Subject to Budget:</u>			
Annual Library Appropriation	10,647.33	\$ 10,900.00	\$ (252.67)
<u>Total Cash Expenditures and Transfers Subject to Budget</u>	<u>10,647.33</u>	<u>\$ 10,900.00</u>	<u>\$ (252.67)</u>
<u>Receipts Over (Under) Expenditures</u>	-		
<u>Unencumbered Cash, Beginning</u>	-		
<u>Unencumbered Cash, Ending</u>	<u>\$ -</u>		

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

SPECIAL HIGHWAY FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Budget</u>	<u>Variance Over (Under)</u>
<u>Cash Receipts:</u>			
State of Kansas Gas Tax	\$ 26,513.76	\$ 28,020.00	\$ (1,506.24)
Materials Sold	-	800.00	(800.00)
<u>Total Cash Receipts</u>	<u>26,513.76</u>	<u>\$ 28,820.00</u>	<u>\$ (2,306.24)</u>
<u>Expenditures and Transfers Subject to Budget:</u>			
Commodities	-	\$ 18,500.00	\$ (18,500.00)
Road Materials	26,513.77	13,623.00	12,890.77
<u>Total Cash Expenditures and Transfers Subject to Budget</u>	<u>26,513.77</u>	<u>\$ 32,123.00</u>	<u>\$ (5,609.23)</u>
<u>Receipts Over (Under) Expenditures</u>	(0.01)		
<u>Unencumbered Cash, Beginning</u>	<u>0.01</u>		
<u>Unencumbered Cash, Ending</u>	<u>\$ -</u>		

CITY OF BLUE RAPIDS, KANSAS

SPECIAL LAW ENFORCEMENT TRUST FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Budget</u>	<u>Variance Over (Under)</u>
<u>Cash Receipts:</u>			
Seizure Money	\$ -	\$ 1,200.00	\$ (1,200.00)
<u>Total Cash Receipts</u>	<u>-</u>	<u>\$ 1,200.00</u>	<u>\$ (1,200.00)</u>
<u>Expenditures and Transfers Subject to Budget:</u>			
Commodities	450.00	\$ 1,200.00	\$ (750.00)
<u>Total Cash Expenditures and Transfers Subject to Budget</u>	<u>450.00</u>	<u>\$ 1,200.00</u>	<u>\$ (750.00)</u>
<u>Receipts Over (Under) Expenditures</u>	(450.00)		
<u>Unencumbered Cash, Beginning</u>	<u>965.00</u>		
<u>Unencumbered Cash, Ending</u>	<u>\$ 515.00</u>		

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

BOND & INTEREST FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Budget</u>	<u>Variance Over (Under)</u>
<u>Cash Receipts:</u>			
Transfer from Storm Sewer Capital Project Fund	\$ 26,854.87	\$ -	\$ 26,854.87
<u>Total Cash Receipts</u>	<u>26,854.87</u>	<u>\$ -</u>	<u>\$ 26,854.87</u>
<u>Total Cash Expenditures and Transfers</u>			
Subject to Budget	-	\$ -	\$ -
<u>Receipts Over (Under) Expenditures</u>	26,854.87		
<u>Unencumbered Cash, Beginning</u>	<u>-</u>		
<u>Unencumbered Cash, Ending</u>	<u>\$ 26,854.87</u>		

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

CAPITAL IMPROVEMENT FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Budget</u>	<u>Variance Over (Under)</u>
<u>Cash Receipts:</u>			
Interest on idle funds	\$ 1,174.45	\$ 1,750.00	\$ (575.55)
Transfer from General Fund	-	30,000.00	(30,000.00)
<u>Total Cash Receipts</u>	<u>1,174.45</u>	<u>\$ 31,750.00</u>	<u>\$ (30,575.55)</u>
<u>Expenditures and Transfers Subject to Budget:</u>			
Commodities	-	\$ 16,000.00	\$ (16,000.00)
Capital Outlay	-	121,239.00	(121,239.00)
<u>Total Expenditures and Transfers Subject to Budget</u>	<u>-</u>	<u>\$ 137,239.00</u>	<u>\$ (137,239.00)</u>
<u>Receipts Over (Under) Expenditures</u>	1,174.45		
<u>Unencumbered Cash, Beginning</u>	<u>115,348.94</u>		
<u>Unencumbered Cash, Ending</u>	<u>\$ 116,523.39</u>		

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

STORM SEWER CAPITAL PROJECT FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Total Project</u>
<u>Cash Receipts:</u>		
Bond Proceeds	\$ 196,000.00	\$ 196,000.00
Temporary Notes	-	37,000.00
	<hr/>	<hr/>
<u>Total Cash Receipts</u>	<u>196,000.00</u>	<u>233,000.00</u>
<u>Expenditures and Transfers Subject to Budget:</u>		
Temporary Notes Payment	37,000.00	37,000.00
Temporary Notes Interest Expense	185.00	185.00
Temporary Notes Commission Fees	3.75	3.75
Contractual Expense	2,565.80	4,248.38
Capital Outlay Expense	26,936.00	164,708.00
Transfer to Bond & Interest Fund	26,854.87	26,854.87
	<hr/>	<hr/>
<u>Total Expenditures and Transfers</u>		
<u>Not Subject to Budget</u>	<u>93,545.42</u>	<u>233,000.00</u>
<u>Receipts Over (Under) Expenditures</u>	102,454.58	<u>\$ -</u>
<u>Unencumbered Cash, Beginning</u>	<u>(102,454.58)</u>	
<u>Unencumbered Cash, Ending</u>	<u>\$ -</u>	

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

WATER TANK GRANT FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Total Project</u>
<u>Cash Receipts:</u>		
CDBG Grant	\$ 57,943.00	\$ 209,315.00
KDHE Loan	69,983.31	216,528.66
Transfer from other funds	-	26.00
	<hr/>	<hr/>
<u>Total Cash Receipts</u>	127,926.31	425,869.66
	<hr/>	<hr/>
<u>Expenditures and Transfers Subject to Budget:</u>		
Contractual Services-Administrative	6,882.37	73,614.31
Principal Repayment	4,943.87	4,943.87
Interest Repayment	6,716.83	6,716.83
Capital Outlay	-	335,469.37
Transfer to General Fund	5,100.28	5,100.28
Transfer to Utility System Reserve Fund	25.00	25.00
	<hr/>	<hr/>
<u>Total Expenditures and Transfers</u>		
<u>Not Subject to Budget</u>	23,668.35	425,869.66
	<hr/>	<hr/>
<u>Receipts Over (Under) Expenditures</u>	104,257.96	<u>\$ -</u>
		<hr/> <hr/>
<u>Unencumbered Cash, Beginning</u>	(104,257.96)	
	<hr/>	
<u>Unencumbered Cash, Ending</u>	<u>\$ -</u>	
	<hr/> <hr/>	

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

STORM SEWER CAPITAL PROJECT 2012 FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Total Project</u>
<u>Total Cash Receipts</u>	\$ -	\$ -
<u>Expenditures and Transfers Subject to Budget:</u>		
Contractual Service	<u>2,000.00</u>	<u>2,000.00</u>
<u>Total Expenditures and Transfers</u>		
<u>Not Subject to Budget</u>	<u>2,000.00</u>	<u>2,000.00</u>
<u>Receipts Over (Under) Expenditures</u>	(2,000.00)	<u>\$ (2,000.00)</u>
<u>Unencumbered Cash, Beginning</u>	<u>-</u>	
<u>Unencumbered Cash, Ending</u>	<u>\$ (2,000.00)</u>	

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

POOL IMPROVEMENT FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Total Project</u>
<u>Cash Receipts:</u>		
Private Donations	<u>\$ 9,501.00</u>	<u>\$ 9,501.00</u>
<u>Total Cash Receipts</u>	<u>9,501.00</u>	<u>9,501.00</u>
<u>Total Expenditures and Transfers</u>		
<u>Not Subject to Budget</u>	<u>-</u>	<u>-</u>
<u>Receipts Over (Under) Expenditures</u>	<u>9,501.00</u>	<u>\$ 9,501.00</u>
<u>Unencumbered Cash, Beginning</u>	<u>-</u>	
<u>Unencumbered Cash, Ending</u>	<u>\$ 9,501.00</u>	

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

WATER/SEWER/REFUSE UTILITY FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Budget</u>	<u>Variance Over (Under)</u>
<u>Cash Receipts:</u>			
Delayed Payment charges	\$ 6,847.27	\$ 7,100.00	\$ (252.73)
Water receipts	154,110.39	156,575.00	(2,464.61)
Sewer receipts	30,875.03	32,750.00	(1,874.97)
Refuse receipts	72,631.69	74,700.00	(2,068.31)
Connect fees	6,229.53	5,800.00	429.53
Special assessments	247.18	500.00	(252.82)
Miscellaneous	-	2,000.00	(2,000.00)
Interest on idle funds	1,440.00	2,850.00	(1,410.00)
Retail Sales Tax Revenue	-	125.00	(125.00)
Reimbursements	415.03	-	415.03
	<u>272,796.12</u>	<u>\$ 282,400.00</u>	<u>\$ (9,603.88)</u>
<u>Expenditures and Transfers Subject to Budget</u>			
Commodities	62,520.75	\$ 33,500.00	\$ 29,020.75
Contractual services	9,712.47	16,000.00	(6,287.53)
Utilities	12,977.56	13,900.00	(922.44)
Fees deposited into Utility System Reserve	5,132.52	5,300.00	(167.48)
Refuse contractual services	73,200.00	73,200.00	-
Capital Outlay	-	196,717.00	(196,717.00)
Transfer to Utility System Reserve	5,000.00	5,000.00	-
Transfer to General Fund	140,000.00	90,000.00	50,000.00
KDHE Loan Payments	-	5,887.00	(5,887.00)
Adjustment for qualifying budget credits	-	415.03	(415.03)
	<u>308,543.30</u>	<u>\$ 439,919.03</u>	<u>\$ (131,375.73)</u>
<u>Total Cash Expenditures and Transfers Subject to Budget</u>			
	<u>308,543.30</u>	<u>\$ 439,919.03</u>	<u>\$ (131,375.73)</u>
<u>Excess (Deficit) Cash Revenues Over Cash Expenditures</u>	(35,747.18)		
<u>Beginning Fund Balance</u>	<u>237,491.47</u>		
<u>Ending Fund Balance</u>	<u>\$ 201,744.29</u>		

The notes to the financial statements are an integral part of this statement.

CITY OF BLUE RAPIDS, KANSAS

UTILITY SYSTEM RESERVE FUND
STATEMENT OF CASH RECEIPTS AND EXPENDITURES - ACTUAL AND BUDGET
FOR THE YEAR ENDED DECEMBER 31, 2011

	<u>Actual</u>	<u>Budget</u>	<u>Variance Over (Under)</u>
<u>Cash Receipts:</u>			
Utility Reserve receipts	\$ 5,132.52	\$ 5,300.00	\$ (167.48)
Interest on idle funds	2,512.98	1,400.00	1,112.98
Transfer from Water Tank Fund	25.00	-	25.00
Transfer from Water/Sewer/Refuse fund	5,000.00	5,000.00	-
<u>Total Cash Receipts</u>	<u>12,670.50</u>	<u>\$ 11,700.00</u>	<u>\$ 970.50</u>
<u>Expenditures and Transfers Subject to Budget:</u>			
Commodities	-	\$ 151,227.00	\$ (151,227.00)
<u>Total Expenditures and Transfers Subject to Budget</u>	<u>-</u>	<u>\$ 151,227.00</u>	<u>\$ (151,227.00)</u>
<u>Receipts Over (Under) Expenditures</u>	12,670.50		
<u>Unencumbered Cash, Beginning</u>	<u>156,066.20</u>		
<u>Unencumbered Cash, Ending</u>	<u>\$ 168,736.70</u>		

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

Note 1 - Summary of Significant Accounting Policies

Reporting Entity

The City of Blue Rapids, Kansas, is a municipal corporation governed by an elected five-member council plus a mayor. These financial statements present the City of Blue Rapids, Kansas, the primary government. A primary government is a legal entity or body politic and includes all funds, organizations, institutions, agencies, departments and offices that are not legally separate. Such legally separate entities are referred to as component units. The primary government financial statements referred to above do not include the component units of the City of Blue Rapids, Kansas.

Fund Accounting

The accounts of the City are organized and operated on the basis of funds. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

The following types of funds were utilized in recording the financial activities of the City of Blue Rapids for the year 2011:

Governmental Funds

General Fund -- The general fund is used to account for all unrestricted financial resources except those required to be accounted for in another fund.

Special Revenue Funds -- The special revenue funds are used to account for the proceeds of specific revenue sources, other than special assessments or major capital projects that are restricted by law or administrative action to expenditures for specific purposes.

Debt Service Fund -- The debt service fund is used to account for the accumulation of resources for, and the payment of, interest and principal on general long-term debt, and the financing of special assessments, which are general obligations of the City.

Capital Projects Fund -- The capital projects fund is used to account for financial resources segregated for the acquisition or construction of major capital facilities and improvements, other than those financed by enterprise funds.

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2011

Note 1 - Summary of Significant Accounting Policies, Continued

Proprietary Funds

Enterprise Funds -- The enterprise funds are used to account for operations where it is the intent that costs of providing services to the general public on a continuing basis be financed or recovered primarily through user charges.

Statutory Basis of Accounting

The statutory basis of accounting, as used in the preparation of these statutory basis financial statements, is designed to demonstrate compliance with the cash basis and budget laws of the State of Kansas. Cash receipts are recognized when the cash balance of a fund is increased. For an interfund transaction, a cash receipt is recorded in the fund receiving cash from another fund and an expenditure is charged in the fund from which the transfer is made. Expenditures include disbursements, accounts payable and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments related to unperformed (executory) contracts for goods or services, and are usually evidenced by a purchase order or a written contract.

The City has approved a resolution that is in compliance with K.S.A. 75-1120a (c), waiving the requirement for application of generally accepted accounting principles and allowing the City to use the statutory basis of accounting.

Departure from Accounting Principles Generally Accepted in the United States of America

The basis of accounting described above results in a financial presentation, which shows cash receipts, expenditures, cash and unencumbered cash balances, and expenditures compared to budget. Balance sheets that would have shown non-cash assets such as receivables, inventories and prepaid expenditures, liabilities such as deferred revenue and matured principal and interest payable, and reservations of the fund balance are not presented. Under accounting principles generally accepted in the United States of America, encumbrances are only recognized as a reservation of fund balances; encumbrances outstanding at year-end do not constitute expenditures or liabilities. Consequently, the expenditures as reported do not present the cost of goods and services received during the fiscal year in accordance with generally accepted accounting principles. Capital assets that account for the land, buildings and equipment owned by the City are not presented in the financial statements. Also, long-term debt such as general obligation bonds, revenue bonds, capital leases, temporary notes, and compensated absences are not presented in the financial statements.

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

Note 1 - Summary of Significant Accounting Policies, Continued

Budgetary Information

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special revenue funds (unless specifically exempted by statute), debt service funds and enterprise funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

1. Preparation of budget for the succeeding calendar year on or before August 1st.
2. Publication in local newspaper of the proposed budget and notice of public hearing on the budget on or before August 5th.
3. Public hearing on or before August 15th, but at least ten days after publication of notice of hearing.
4. Adoption of the final budget on or before August 25th.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least ten days after publication the hearing may be held and the governing body may amend the budget at that time. There were no such amendments to the 2011 budget.

All legal annual operating budgets are prepared using the statutory basis of accounting. Revenues are recognized when cash is received. Expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the City for future payments and are supported by a document evidencing the commitments, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year-end.

The statutes permit transferring budget amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison statements are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

Note 1 - Summary of Significant Accounting Policies, Continued

Budgetary Information, Continued

A legal operating budget is not required for capital project funds, fiduciary funds, permanent funds and the Special Law Enforcement Trust, a special revenue funds.

Spending in funds, which are not subject to the legal annual operating budget requirements, are controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body. Funds which are not subject to budget requirements may have negative balances if expenditures are made before revenues are received.

Reimbursed Expenses

The City records reimbursable expenditures (or expense) in the fund that makes the disbursement and records reimbursements as revenue to the fund of receipt.

Compensated Absences

Expenses for accumulated vacation and sick leave earned by the employees are recorded when paid or taken by the employees. Only full-time employees, defined as employees who work at least 40 hours per week, shall be entitled to benefits of leave accumulation, holidays, insurance programs and other similar benefits. No benefits are available or can be accrued by a part-time or seasonal employee. Full-time employees are entitled to 5 days paid vacation leave after one year, based on an eight-hour workday. Employees earn 10 days vacation per year after they have been employed two years; 15 days after 10 years; 20 days after 20 years; and 25 paid vacation days per year after 25 years or more. It is the policy of the City Council that an employee use their accumulated annual leave during each calendar year. However, an employee that voluntarily terminates employment with a minimum of two weeks notice shall be paid for accrued vacation time. Full-time employees earn 1 day of sick leave for each full month of service. Sick leave may be accumulated to 480 hours or 60 days. An employee shall not be paid for any sick leave upon termination of his/her employment with the City.

Pension Plan

Substantially all employees of the City are enrolled in a Section 457 retirement plan with a qualified insurance company. The City's Employee Personnel policy is to fund all pension costs accrued at 6% of the employees' gross wages. The employees' contribution percentage is voluntarily selected by the employee. Employees are vested at the rate of 20% per year and are fully vested after 5 years.

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

Note 2 - Stewardship, Compliance and Accountability

During the course of the audit of the financial statements of the City of Blue Rapids, no statutory violations were noted.

Note 3 - Deposits and Investments

As of December 31, 2010 the City held Series HH United States Savings Bonds totaling \$7,500.00 with issue dates ranging from October, 1992 to September, 1998 as investments.

K.S.A 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices.

Concentration of credit risk. State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405. The City's allocation of investments as of December 31, 2011 is as follows:

<u>Investments</u>	<u>Percentage of Investments</u>
U.S. Treasury Bonds-Series H	100%

Custodial credit risk – deposits. Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the Government's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the

State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. The City did not have a peak period pledge agreement during 2011, and therefore the City did not designate peak periods. All deposits were legally secured at December 31, 2011.

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2011

Note 3 - Deposits and Investments, Continued

At December 31, 2011 the carrying amount of the City's deposits including certificates of deposit was \$698,010.81 and the bank balance was \$698,455.55. The bank balance was held at one bank resulting in a concentration of credit risk. The difference between the carrying amount and the bank balance is outstanding checks. Of the bank balance, \$493,062.09 was covered by FDIC insurance and the remaining \$205,393.46 was collateralized by pledged securities held under joint custody receipts issued by a third-party bank in the City's name. The third-party bank, UMB National Bank of America, holding the pledged securities is independent of the pledging bank. The pledged securities are held under a tri-party custodial agreement signed by all three parties; the City, the pledging bank, and the independent third-party bank holding the pledged securities.

Custodial credit risk – investments. For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the Government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured.

Note 4 - Property Taxes

In accordance with governing State statutes, property taxes levied during the current year are revenue sources to be used to finance the budget of the ensuing year. Taxes are assessed on a calendar-year basis and are levied and become a lien on the property on November 1st of each year. The County Treasurer is the tax collection agent for all taxing entities within the County. Property owners have the option of paying one-half of the full amount of the taxes levied on or before December 20th during the year levied with the balance to be paid on or before May 10th of the ensuing year. State statutes prohibit the County Treasurer from distributing taxes levied and collected in the year prior to January 1st of the ensuing year.

Note 5 - Long-Term Debt

The City issued Series 2011 General Obligation Storm Sewer Bonds in the amount of \$196,000.00 with an interest rate of 4.25%. The bonds were dated January 25, 2011. Principal and interest on the bonds are payable from ad valorem taxes. Principal amounts become due beginning September 1, 2012 and annually thereafter through September 1, 2031.

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2011

Note 5 – Long-Term Debt, Continued

Changes in long-term liabilities for the City of Blue Rapids for the year ended December 31, 2011, were as follows:

<u>Issue</u>	<u>Interest Rates</u>	<u>Date of Issue</u>	<u>Amount of Issue</u>	<u>Date of Final Maturity</u>	<u>Balance Beginning of Year</u>	<u>Additions</u>	<u>Reductions/ Payments</u>	<u>Net Change</u>	<u>Balance End of Year</u>	<u>Interest Paid</u>
General Obligation Bonds Storm Sewer Series 2011	4.25%	1/25/2011	\$ 196,000.00	9/1/2031	\$ -	\$ 196,000.00	\$ -	\$ 196,000.00	\$ 196,000.00	\$ -
Temporary Notes	2.50%	11/15/2010	37,000.00	11/15/2004	37,000.00	-	37,000.00	(37,000.00)	-	185.00
Notes Payable: Kansas Dept of Health & Environment	3.79%	1/31/2011	216,528.66	8/1/2031	146,545.35	69,983.31	4,943.87	65,039.44	211,584.79	-
Lease Purchases: 2009 GMC Pickup	4%	3/9/2009	18,944.00	3/1/2013	14,426.55	-	4,643.67	(4,643.67)	9,782.88	575.48
Compensated Absences	N/A	N/A	N/A	N/A	19,442.16	1,215.00	-	1,215.00	20,657.16	N/A
Total Long-Term Debt					<u>\$ 217,414.06</u>	<u>\$ 267,198.31</u>	<u>\$ 46,587.54</u>	<u>\$ 220,610.77</u>	<u>\$ 438,024.83</u>	<u>\$ 760.48</u>

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

Note 5 – Long-Term Debt, Continued

Current maturities of long-term debt and interest for the next five years and in five year increments through maturity are as follows:

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017-2021</u>	<u>2022-2026</u>	<u>2027-2031</u>	<u>Total</u>
PRINCIPAL									
General Oblig Storm									
Sewer Bonds Series 2011	\$2,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$8,000.00	\$44,000.00	\$54,000.00	\$67,000.00	\$196,000.00
KDHE Loan Water Tower	7,233.57	7,511.52	7,798.90	8,097.28	8,407.07	47,113.34	56,842.43	68,580.68	211,584.79
Capital leases payable	4,829.97	4,952.91	-	-	-	-	-	-	9,782.88
TOTAL PRINCIPAL	<u>14,063.54</u>	<u>19,464.43</u>	<u>14,798.90</u>	<u>15,097.28</u>	<u>16,407.07</u>	<u>91,113.34</u>	<u>110,842.43</u>	<u>135,580.68</u>	<u>417,367.67</u>
INTEREST									
General Oblig Storm									
Sewer Bonds Series 2011	13,328.00	8,245.00	7,947.50	7,650.00	7,352.50	31,535.00	21,335.00	8,840.00	106,233.00
KDHE Loan Water Tower	7,952.35	7,674.40	7,387.02	7,088.64	6,778.85	28,816.26	19,087.17	7,348.92	92,133.61
Capital leases payable	389.18	266.24	-	-	-	-	-	-	655.42
TOTAL INTEREST	<u>21,669.53</u>	<u>16,185.64</u>	<u>15,334.52</u>	<u>14,738.64</u>	<u>14,131.35</u>	<u>60,351.26</u>	<u>40,422.17</u>	<u>16,188.92</u>	<u>199,022.03</u>
TOTAL PRINCIPAL & INTEREST	<u>\$35,733.07</u>	<u>\$35,650.07</u>	<u>\$30,133.42</u>	<u>\$29,835.92</u>	<u>\$30,538.42</u>	<u>\$151,464.60</u>	<u>\$151,264.60</u>	<u>\$151,769.60</u>	<u>\$616,389.70</u>

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

Note 6 - Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to or destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by commercial insurance purchased from independent third parties. Settled claims from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years. There have been no decreases in insurance coverage from the prior year.

Note 7 - Defined Contribution Pension Plan

Plan description. The City of Blue Rapids, Kansas established a deferred compensation plan through American Legacy, a qualified insurance company, under section 457 of the Internal Revenue Code effective January 1, 1998. The insurance company and the City Council are responsible for the administration of the Plan, #CR29307. For the year ending December 31, 2011, the City contribution totaled \$10,650.63 and the employee contributions totaled \$5,040.94 for a total plan contribution of \$15,691.57.

Note 8 - Interfund Transactions

The following operating transfers have been authorized for the year 2011:

<u>From</u>	<u>To</u>	<u>Authority</u>	<u>Amount</u>
Water Tank Grant	Sewer System Reserve	K.S.A. 12-825d	\$ 25.00
Water/Sewer/Refuse	General	K.S.A. 12-825d	140,000.00
Storm Sewer Grant	Bond & Interest	K.S.A. 79-2958	26,854.87
Water Tank Grant	General	K.S.A. 79-2958	5,100.28
Water/Sewer/Refuse	Sewer System Reserve	K.S.A. 12-825d	5,000.00

Note 9 – Related Party Transactions

City Council member, Jerry Pope, has an ownership in a business that collects the trash for the City. The total amount of this contract was \$73,200 for 2011. Another City Council member, Jon Brake, has an ownership in the local newspaper where the City posts advertisements and other articles. The total amount paid to this newspaper for 2011 was \$336.

CITY OF BLUE RAPIDS

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2011

Note 10 – Evaluation of Subsequent Events

The City on January 11, 2012 accepted a CDBG grant in the amount of \$391,900 to be utilized for a housing rehabilitation and demolition project.

The City on February 16, 2012 authorized the purchase of a 2011 Case 580 SN Backhoe/loader with grapple hook for \$85,500. This purchase will be financed through a five (5) year lease-purchase agreement with the State Bank of Blue Rapids.

The City on March 14, 2012 approved a contract with the State of Kansas Department of Commerce for expenditures up to \$140,000 to repair the storm sewer on South Main Street.

The City on April 11, 2012 authorized a transfer of \$90,000 of the budgeted \$140,000 from the Water/Sewer/Refuse Fund to the General Fund.

The City of Blue Rapids has evaluated subsequent events through June 15, 2012, the date which the financial statements were available to be issued.



APPENDIX A

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

Mayor and City Council
City of Blue Rapids, Kansas

We have audited the financial statements of the City of Blue Rapids, Kansas, as of and for the year ended December 31, 2011, and have issued our report thereon dated June 15, 2012. That report disclosed the City prepares its financial statements on a prescribed basis of accounting that demonstrates compliance with the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and the Kansas Municipal Audit Guide.

Internal Control Over Financial Reporting

Management of the City of Blue Rapids, Kansas, is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the City of Blue Rapids, Kansas' internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Blue Rapids, Kansas' internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City of Blue Rapids, Kansas' internal control over financial reporting.

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 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.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Blue Rapids, Kansas' financial statements are free of 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.

We noted certain matters that we reported to management of the City of Blue Rapids, Kansas, in a separate letter dated June 15, 2012.

This report is intended solely for the information and use of management, City Council, others within the entity, and the Kansas Department of Administration, Division of Accounts and Reports and is not intended to be and should not be used by anyone other than these specified parties.

James Gordon & Associates, CPA, PA

James Gordon & Associates, C.P.A., P.A.
June 15, 2012