

# ***City of Burden, Kansas***

## **Annual Financial Report**

*December 31, 2012*

### ***Governing Body***

Judy Colvin, Mayor  
Lee Winger  
Anthony Collins  
Zebulon Chase LaPorte  
Kyle Wham

### ***City Clerk***

Julia Loving

### ***City Treasurer***

Kenra Mills

### ***Independent Auditor***

Kenneth L Cooper Jr CPA, Chtd  
Certified Public Accountant  
*Wellington, Kansas*

# City of Burden, Kansas

Year Ended December 31, 2012

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**KENNETH L COOPER JR CPA, CHTD**  
Certified Public Accountant

Independent Auditor's Report

To the Honorable Mayor and City Council  
City of Burden  
Burden, Kansas

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures and unencumbered cash balances of the City of Burden, Kansas, (a Municipality) as of and for the year ended December 31, 2012 and the related notes to the financial statement.

***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1 to meet the financial reporting requirements of the State of Kansas. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

***Auditor's Responsibility***

Our responsibility is to express an opinion on the 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 *Kansas Municipal Audit and Accounting Guide*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, 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 statement 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 statement.

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

***Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles***

As described in Note 1 of the financial statement, the financial statement is prepared by the City of Burden, Kansas to meet the requirements of the State of Kansas on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

***Adverse Opinion on U.S. Generally Accepted Accounting Principles***

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statement referred to above does not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the City of Burden, Kansas as of December 31, 2012, or changes in net position and, when applicable, cash flows thereof for the year then ended.

***Opinion on Regulatory Basis of Accounting***

In our opinion, the financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City of Burden, Kansas as of December 31, 2012, and the aggregate receipts and expenditures for the year ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note 1.

***Report on Supplementary Information***

Our audit was conducted for the purpose of forming an opinion on the 2012 fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances (basic financial statement) as a whole. The summary of expenditures-actual and budget, regulatory basis, individual fund schedules of receipts and expenditures-actual and budget, regulatory basis, schedule of regulatory basis receipts and disbursements, agency fund, (Schedules 1, 2 and 3 as listed in the table of contents) are presented for additional analysis and are not a required part of the 2012 basic financial statement; however are required to be presented under the provisions of the *Kansas Municipal Audit Accounting Guide*. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2012 basic financial statement. The 2012 information has been subjected to the auditing procedures applied in the audit of the 2012 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2012 basic financial statement or to the 2012 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the 2012 basic financial statement as a whole, on the basis of accounting described in Note 1.

The 2011 Actual column presented in the individual fund schedules of receipts and expenditures-actual and budget, regulatory basis (Schedule 2 as listed in the table of contents) is also presented for comparative analysis and is not a required part of the 2011 basic financial statement upon which we rendered an unqualified opinion dated August 21, 2012. The 2011 basic financial statement and our accompanying report are not presented herein, but are available in electronic form from the web site of the Kansas Department of Administration, Office of Management Analysis and Standards at the following link: <http://da.ks.gov/ar/muniserv/>. Such 2011 comparative information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the 2011 basic financial statement. The 2011 comparative information was subjected to the auditing procedures applied in the audit of the 2011 basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the 2011 basic financial statement or to the 2011 basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the 2011 comparative information is fairly stated in all material respects in relation to the 2011 basic financial statement taken as a whole, on the basis of accounting described in Note 1.



Certified Public Accountants  
Wellington, Kansas  
October 24, 2013

**City of Burden, Kansas**  
**Summary Statement of Receipts, Expenditures and Unencumbered Cash**  
 Regulatory Basis  
 For the Year Ended December 31, 2012

<u>Funds</u>	<u>Beginning</u> <u>Unencumbered</u> <u>Cash Balance</u>	<u>Prior Year</u> <u>Cancelled</u> <u>Encumbrances</u>	<u>Receipts</u>	<u>Expenditures</u>	<u>Ending</u> <u>Unencumbered</u> <u>Cash Balance</u>	<u>Add Outstanding</u> <u>Encumbrances</u> <u>and Accounts</u> <u>Payable</u>	<u>Ending</u> <u>Cash Balance</u>
Governmental Type Funds:							
General	\$ 24,795	\$ -	\$ 216,933	\$ 236,627	\$ 5,101	\$ 4,937	\$ 10,038
Special Purpose Funds							
Special Highway	1,221	-	22,977	23,352	846	-	846
Equipment Reserve	723	-	3,000	-	3,723	-	3,723
Park Equipment Reserve	-	-	14,001	1,000	13,001	-	13,001
Trail Grant	-	-	46,695	45,293	1,402	-	1,402
Bond and Interest Funds							
Bond and Interest	-	-	12,886	12,886	-	-	-
Business Funds							
Water Utility	56,264	-	238,466	231,489	63,242	12,341	75,583
Sewer Utility	4	-	34,860	34,363	501	791	1,292
Trash Utility	25,676	-	44,449	53,708	16,417	3,411	19,828
Water Reserve	-	-	5,000	-	5,000	-	5,000
Sewer Reserve	-	-	3,000	-	3,000	-	3,000
Total Reporting Entity	<u>\$ 108,683</u>	<u>\$ -</u>	<u>\$ 642,267</u>	<u>\$ 638,718</u>	<u>\$ 112,233</u>	<u>\$ 21,480</u>	<u>\$ 133,713</u>

## Composition of Cash:

Checking Account, Emerald Bank	\$ 48,097
Money Market Account, Emerald Bank	87,670
Change Fund	100
Petty Cash Fund	25
Total cash	<u>\$ 135,892</u>
Agency Funds per Schedule 3	<u>(2,179)</u>
Total Reporting Entity	<u>\$ 133,713</u>

# *City of Burden, Kansas*

## **Notes to Financial Statement**

*December 31, 2012*

### **1. Summary of Significant Accounting Policies**

#### **A. Municipal Financial Reporting entity**

The City of Burden, Kansas ("City") is a municipal corporation operating under a Mayor-Council form of government. It provides the following services: Public Safety-Police, Highways and Streets, Public Improvements, Utilities-Water, Sewer, and Refuse, and General Administrative Services. This regulatory financial statement presents only the municipality with no related municipal entities.

#### **B. Regulatory Basis Fund Types**

General Fund--the chief operating fund of the City. Used to account for all resources except those required to be accounted for in another fund.

Special Purpose Fund—used to account for the proceeds of specific tax levies and other specific revenue sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

Bond and Interest Fund—used to account for the accumulation of resources, including tax levies, transfers from other funds and payment of general long-term debt.

Business Fund—funds financed in whole or in part by fees charged to users of the goods or services (i.e. utility services and internal service funds).

Agency Fund—funds used to report assets held by the municipal reporting entity in a purely custodial capacity (payroll clearing fund, county treasurer tax collection accounts, etc.).

#### **C. Basis of Accounting**

*Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America. The Kansas Municipal Audit and Accounting Guide (KMAAG) regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis revenues and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.*

The municipality 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 municipality to use the regulatory basis of accounting.

# *City of Burden, Kansas*

## **Notes to Financial Statement**

*December 31, 2012*

### **1. Summary of Significant Accounting Policies (continued)**

#### **D. 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 1 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 or the full amount of the taxes levied on or before December 20 during the year levied with the balance to be paid on or before May 10 of the ensuing year. Consequently, for revenue recognition purposes, the taxes levied during the current year are not due and receivable until the ensuing year.

Recognized state shared taxes represent payments received during the current fiscal period. State statutes specify distribution dates for such shared taxes. For revenue recognition purposes, amounts collected and held by the State on behalf of the City at year-end are not due and receivable until the ensuing year.

Federal and State grant aid and unrestricted aid is reported as revenue in the fiscal year the entitlement is received.

#### **E. Reimbursements**

The City records reimbursable expenditures in the fund that makes the disbursement and records reimbursements as revenue to the fund.

### **2. Stewardship, Compliance and Accountability**

#### **A. Budgetary Information**

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special purpose funds (unless specifically exempted by statute), bond and interest funds and business 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 the 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.

The statutes permit transferring budgeted 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 schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

# *City of Burden, Kansas*

## **Notes to Financial Statement**

*December 31, 2012*

### **2. Stewardship, Compliance and Accountability (continued)**

#### **A. Budgetary Information (continued)**

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which revenues are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and encumbrances. Encumbrances are commitments by the municipality 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.

A legal operating budget is not required for capital projects funds, trust funds, the following special purpose funds- Equipment Reserve Fund, Park Equipment Reserve Fund and Trail Grant Fund, and the two new business funds established in 2012 - Water Reserve Fund and Sewer Reserve Fund. Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

#### **B. Compliance With Finance-Related Legal and Contractual Provisions**

- Encumbrance Records and Record of Unencumbered Budget Balance K.S.A. 10-1117 requires the clerk to maintain a record of indebtedness or liabilities against each fund. This record can be used to prevent liabilities from exceeding the cash balances in each fund or expenditures from exceeding budget. A record of encumbrances or liabilities against each fund was not maintained, other than after the end of the year, for financial statement purposes. Consequently, the record required by K.S.A. 79-2934 showing the unencumbered budget balance of each fund was only maintained to the extent of cash disbursements made, and did not include liabilities incurred, except at year end.
- Treasurer's Fund Record K.S.A. 10-1118 requires that the treasurer of every municipality keep records to show the amount of money in each fund. The Clerk at the City of Burden maintains such records, but the Treasurer does not maintain independent fund records.
- Encumbrance Records K.S.A. 79-2934 provides that "the clerk shall open and keep an account of each fund showing the total amount appropriated for each fund and shall charge such appropriation with the amount of any indebtedness created at the time such indebtedness is incurred." The City's records show the amount of funds disbursed and remaining budget balance, but do not reflect encumbrances, with is what is meant by the "amount of indebtedness created at the time such indebtedness is incurred".
- Funds Disbursed as Provided by Law K.S.A.12-105b provides for approval of claims by management and governing body prior to disbursement, with some exceptions. During 2012, any checks dated after the day of the council meeting but prior to the first of the next month, were not listed on the next month's list for approval by the Governing body. The council's approval of these 2012 expenses totaling more than \$74,500 was not documented. After this was noted during the audit, management took corrective action.

# City of Burden, Kansas

## Notes to Financial Statement

December 31, 2012

### 3. Deposits and 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 investment policy that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investments of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; US 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.

*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 City'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 designate any peak periods in 2012. All deposits were legally secured at December 31, 2012.

At December 31, 2012, the City's carrying amount of deposits was \$135,766 and the bank balance was \$136,070. The bank balance was held by one bank resulting in a concentration of credit risk. The entire bank balance was under the \$250,000 coverage provided by the FDIC. The City owned no investments at December 31, 2012.

### 4. Long-term debt

Changes in long-term liabilities for the City for the year ended December 31, 2012 were as follows:

<u>Issue</u>	<u>Interest Rate</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>Balance End of Year</u>	<u>Interest Paid</u>
<b>General Obligation Bonds</b>									
Series A 2002-Water System Bond	4.5%	6/18/2002	207,100	6/18/2042	\$ 186,199	\$ -	\$ 2,876	\$ 183,323	\$ 8,379
Series B 2002-Water System Bond	4.5%	6/18/2002	30,000	6/18/2042	26,973	-	417	26,556	1,214
<b>Total Long Term Debt</b>					<u>\$ 213,172</u>	<u>\$ -</u>	<u>\$ 3,293</u>	<u>\$ 209,879</u>	<u>\$ 9,593</u>

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

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018-2022</u>	<u>2023-2027</u>	<u>2028-2032</u>	<u>2033-2037</u>	<u>2038-2042</u>	<u>Total</u>
<b>Principal</b>											
General obligation bonds	\$ 3,440	\$ 3,595	\$ 3,756	\$ 3,926	\$ 4,102	\$ 23,453	\$ 29,227	\$ 36,420	\$ 45,389	\$ 56,571	\$ 209,879
<b>Interest</b>											
General obligation bonds	\$ 9,444	\$ 9,290	\$ 9,128	\$ 8,959	\$ 8,782	\$ 40,971	\$ 35,197	\$ 28,002	\$ 19,036	\$ 7,862	\$ 176,671
<b>Total Principal and Interest</b>	<u>\$12,884</u>	<u>\$12,885</u>	<u>\$12,884</u>	<u>\$12,885</u>	<u>\$12,884</u>	<u>\$ 64,424</u>	<u>\$ 64,424</u>	<u>\$ 64,422</u>	<u>\$ 64,425</u>	<u>\$ 64,433</u>	<u>\$ 386,550</u>

**City of Burden, Kansas**  
**Notes to Financial Statement**  
*December 31, 2012*

**5. Capital project funds**

The City had no capital project funds during 2012.

**6. Claims and Judgments**

The City participates in federal, state and county programs that are fully or partially funded by grants received from other governmental units. Expenditures financed by grants are subject to audit by the appropriate grantor government. If expenditures are disallowed due to noncompliance with grant program regulations, the City may be required to reimburse the grantor government. As of the date of this report, the expenditures have not been audited, but the City believes that disallowed expenditures, if any, based on subsequent audits will not have a material effect on any of the individual governmental funds or the overall financial position of the City.

The City is exposed to various risks of loss related to property loss; torts; theft of, damage to, and destruction of assets; errors and omissions; employee injuries and natural disasters. The City has purchased commercial insurance for these potential risks. There have been no significant reductions in insurance coverage from 2011 to 2012 and there were no settlements that exceeded insurance coverage in the past three years.

During the ordinary course of its operations, the City is a party to various claims, legal actions and complaints. It is the opinion of the City's management and legal counsel that these matters are not anticipated to have a material financial impact on the City.

**7. Interfund transfers and other interfund activity**

The following is a schedule of interfund operating transfers made in 2012:

<u>From:</u>	<u>To:</u>	<u>Amount</u>	<u>Regulatory Authority</u>
General	Equipment Reserve	\$ 3,000	K.S.A. 12-1,117
General	Park Equipment Reserve	5,404	K.S.A. 12-1,117
Water Utility	Bond & Interest	12,886	K.S.A. 12-825d
Water Utility	Water Reserve	5,000	K.S.A. 12-1,117
Trash Utility	Special Highway	6,689	K.S.A. 12-825d
Sewer Utility	Sewer Reserve	3,000	K.S.A. 12-631o
		<u>\$ 35,978</u>	

**8. Other Long-Term Obligations from Operations**

**A. Post-Employment Health Care Benefits**

The City maintains a group health insurance plan for its employees but not for its retirees, nor does it have any other post-employment benefits.

# *City of Burden, Kansas*

## **Notes to Financial Statement**

*December 31, 2012*

### **8. Other Long-Term Obligations from Operations (continued)**

#### **B. Compensated absences**

The City's policies regarding vacations permit full-time employees to accrue vacation at the rate of five days after one year of service, ten days after three years of service and fifteen days after five years of service, accruing on each employee's employment anniversary date. The maximum number of vacation hours that may be accumulated is twenty days. Upon separation from employment, the City shall compensate the employee for up to fifteen days of vacation hours earned. Employees earn one working day of sick/personal leave for each full month of employment. Each employee may accumulate a maximum of forty days, and no sick/personal leave is paid upon termination of employment.

### **9. Defined Contribution Pension Plan**

#### Plan Description

The City participates in the Kansas Public Employees Retirement System (KPERs), a cost-sharing multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, *et seq.* KPERs provides retirement benefits, life insurance, disability income benefits, and death benefits. Kansas law establishes and amends benefit provisions. KPERs issues a publicly available financial report (only one issued) that includes financial statements and required supplementary information. That report may be obtained by writing to KPERs (611 South Kansas, Suite 100: Topeka, KS 66603-3869) or by calling 1-888-275-5737.

#### Funding Policy

State statutes K.S.A. 74-4919 and 79-49210 establish the KPERs member-employee contribution rates. Effective July 1, 2009 KPERs has two benefit structures and funding depends on whether the employee is a Tier 1 or Tier 2 member. Tier 1 members are active and contributing members hired before July 1, 2009. Tier 2 members were first employed in a covered position on or after July 1, 2009. Kansas law establishes the KPERs member-employee contribution rate at 4% of covered salary for Tier 1 members and at 6% of covered salary for Tier 2 members. K.S.A. 74-4975 establishes KP&F member-employee contribution rate at 7% of covered salary. The employer collects and remits member-employee contributions according to the provisions of section 414(h) of the Internal Revenue Code. Kansas law provides that the employer contribution rates be determined annually based on the results of an annual actuarial valuation. KPERs is funded on an actuarial reserve basis. Kansas law sets a limitation on annual increases in the employer contribution rates.

### **10. Contingencies**

#### Grant Program Involvement

The City participates in various federal or state grant programs from year to year on an intermittent basis. The programs are often subject to additional audits by agents of the granting agency, the purpose of which is to ensure compliance with the specific conditions of the grant. Any liability for reimbursement which may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

### **11. Subsequent Events**

Management has evaluated the effects of the financial statement of subsequent events occurring through October 24, 2013, which is the date at which the financial statement was available to be issued.

**REGULATORY – REQUIRED  
SUPPLEMENTARY INFORMATION**

***City of Burden, Kansas***  
**Summary of Expenditures - Actual and Budget**  
 Regulatory Basis  
*(Budgeted Funds Only)*  
 For the Year Ended December 31, 2012

<u>Fund</u>	<u>Certified Budget</u>	<u>Adjustment for Qualifying Budget Credits</u>	<u>Total Budget for Comparison</u>	<u>Expenditures Chargeable to Current Year</u>	<u>Variance- Favorable/ (Unfavorable)</u>
Governmental Type Funds:					
General	\$ 259,885	\$ -	\$ 259,885	\$ 236,627	\$ 23,258
Special Purpose Funds					
Special Highway	23,609	-	23,609	23,352	257
Bond and Interest Funds					
Bond & Interest	12,886	-	12,886	12,886	-
Business Funds					
Water	238,354	-	238,354	231,489	6,865.00
Sewer	39,735	-	39,735	34,363	5,372
Trash	67,549	-	67,549	53,708	13,841
Total primary government	<u>\$ 642,018</u>	<u>\$ -</u>	<u>\$ 642,018</u>	<u>\$ 592,425</u>	<u>\$ 49,593</u>

**City of Burden, Kansas**  
**General Fund**  
**Schedule of Receipts and Expenditures - Actual and Budget**  
 Regulatory Basis  
*For the Year Ended December 31, 2012*  
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	2011 <u>Actual</u>	2012		Variance- Favorable/ <u>Unfavorable</u>
		<u>Actual</u>	<u>Budget</u>	
<u>Cash Receipts:</u>				
Taxes and Shared Revenue:				
Ad Valorem Property Tax	\$ 103,534	\$ 100,957	\$ 111,851	\$ (10,894)
Delinquent Tax	4,071	4,349	-	4,349
Collections-Set off	-	-	-	-
Motor Vehicle Tax	19,508	20,011	21,680	(1,669)
Recreation Vehicle Tax & 16/20 Tax	562	338	641	(303)
Local Sales Tax	30,721	28,179	37,428	(9,249)
Franchise Fees	49,650	48,312	48,717	(405)
Utility Sales Tax	1,864	1,916	930	986
Licenses, Fines, and Permits				
Licenses and Permits	1,350	1,390	5,819	(4,429)
Fines and Court Fees	6,726	3,196	15,000	(11,804)
Interest Earnings	597	591	800	(209)
Other Revenues				
Gifts and Donations	1,323	1,266	-	1,266
Reimbursed Expense	6,162	4,589	1,000	3,589
Federal Grants	47,402	-	-	-
State Grants	-	-	-	-
Swimming Pool Receipts	2,436	1,799	3,521	(1,722)
Miscellaneous	252	40	1,217	(1,177)
Operating Transfers In	-	-	-	-
<b>Total Cash Receipts</b>	<b>\$ 276,158</b>	<b>\$ 216,933</b>	<b>\$ 248,604</b>	<b>\$ (31,671)</b>

**City of Burden, Kansas****General Fund****Schedule of Receipts and Expenditures - Actual and Budget**

Regulatory Basis

For the Year Ended December 31, 2012

(With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

<u>Expenditures</u>	2011 <u>Actual</u>	2012		Variance- Favorable/ Unfavorable
		<u>Actual</u>	<u>Budget</u>	
General Government				
Personal services	\$ 54,880	\$ 60,767	\$ 56,202	\$ (4,565)
Contractual services	60,151	55,944	70,000	14,056
Materials & supplies	12,969	9,887	22,975	13,088
Capital outlay	3,989	2,107	-	(2,107)
Other	4,550	3,794	-	(3,794)
Total General Government	<u>\$ 136,539</u>	<u>\$ 132,499</u>	<u>\$ 149,177</u>	<u>\$ 16,678</u>
Police Department				
Personal services	\$ 48,616	\$ 42,149	\$ 50,000	\$ 7,851
Contractual services	6,966	3,200	4,000	800
Materials & supplies	11,057	6,355	8,103	1,748
Capital outlay	-	1,434	-	(1,434)
Other	20,734	47	-	(47)
Total Police Department	<u>\$ 87,373</u>	<u>\$ 53,185</u>	<u>\$ 62,103</u>	<u>\$ 8,918</u>
Street Department				
Contractual (electric utility)	\$ 12,828	\$ 13,917	\$ 13,000	\$ (917)
Materials and supplies	5,370	3,156	6,000	2,844
Total Street Department	<u>\$ 18,198</u>	<u>\$ 17,073</u>	<u>\$ 19,000</u>	<u>\$ 1,927</u>
Parks Department				
Contractual services	\$ 1,434	\$ 1,092	\$ 3,000	\$ 1,908
Materials & supplies	609	724	1,000	276
Capital outlay	10,595	-	-	-
Total Parks Department	<u>\$ 12,638</u>	<u>\$ 1,816</u>	<u>\$ 4,000</u>	<u>\$ 2,184</u>
Swimming Pool				
Personal services	\$ 19,183	\$ 17,089	\$ 15,500	\$ (1,589)
Contractual services	3,651	2,740	5,658	2,918
Materials & supplies	1,935	3,781	4,447	666
Capital outlay	225	40	-	(40)
Total Swimming Pool	<u>\$ 24,994</u>	<u>\$ 23,650</u>	<u>\$ 25,605</u>	<u>\$ 1,955</u>
Operating Transfers				
To Equipment Reserve	\$ -	\$ 3,000	\$ -	\$ (3,000)
To Park Equipment Reserve	-	5,404	-	(5,404)
Total Operating Transfers	<u>\$ -</u>	<u>\$ 8,404</u>	<u>\$ -</u>	<u>\$ (8,404)</u>
Total Expenditures	<u>\$ 279,742</u>	<u>\$ 236,627</u>	<u>\$ 259,885</u>	<u>\$ 23,258</u>
Revenues Over (Under) Expenditures	\$ (3,584)	\$ (19,694)		
Unencumbered Cash, Beginning	28,379	24,795		
Prior Year Cancelled Encumbrances	-	-		
Unencumbered Cash, Ending	<u>\$ 24,795</u>	<u>\$ 5,101</u>		

***City of Burden, Kansas***  
**Special Purpose Fund**  
**Special Highway**  
**Schedule of Receipts and Expenditures - Actual and Budget**  
 Regulatory Basis  
*For the Year Ended December 31, 2012*  
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	2011	2012		Variance-
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Favorable/ Unfavorable</u>
<u>Cash Receipts</u>				
Taxes and Shared Revenue				
Motor Fuels Tax-State	\$ 13,843	\$ 13,847	\$ 14,420	\$ (573)
Motor Fuels Tax-County	2,591	2,441	2,230	211
Operating Transfers In				
Transfer from Trash Fund	-	6,689	-	6,689
Total Cash Receipts	<u>\$ 16,434</u>	<u>\$ 22,977</u>	<u>\$ 16,650</u>	<u>\$ 6,327</u>
 <u>Expenditures</u>				
Contractual services	\$ 8,720	\$ 641	\$ 15,285	\$ 14,644
Materials and Supplies	10,436	22,711	8,324	(14,387)
Total Expenditures	<u>\$ 19,156</u>	<u>\$ 23,352</u>	<u>\$ 23,609</u>	<u>\$ 257</u>
Cash Receipts Over (Under) Expenditures	\$ (2,722)	\$ (375)		
Unencumbered Cash, Beginning	3,943	1,221		
Prior Year Cancelled Encumbrances	-	-		
Unencumbered Cash, Ending	<u>\$ 1,221</u>	<u>\$ 846</u>		

***City of Burden, Kansas***  
**Special Purpose Fund**  
**Equipment Reserve**  
**Schedule of Receipts and Expenditures - Actual**  
Regulatory Basis  
*For the Year Ended December 31, 2012*  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	<u>2011</u>	<u>2012</u>
	<u>Actual</u>	<u>Actual</u>
<u>Cash Receipts</u>		
Operating Transfer from General Fund	\$ -	\$ 3,000
Total Cash Receipts	<u>\$ -</u>	<u>\$ 3,000</u>
 <u>Expenditures</u>		
Equipment Purchased	\$ 5,000	\$ -
Total Expenditures	<u>\$ 5,000</u>	<u>\$ -</u>
Cash Receipts Over (Under) Expenditures	\$ (5,000)	\$ 3,000
Unencumbered Cash, Beginning	5,723	723
Prior Year Cancelled Encumbrances	<u>-</u>	<u>-</u>
Unencumbered Cash, Ending	<u>\$ 723</u>	<u>\$ 3,723</u>

***City of Burden, Kansas***  
**Special Purpose Fund**  
**Park Equipment Reserve**  
**Schedule of Receipts and Expenditures - Actual**  
 Regulatory Basis  
*For the Year Ended December 31, 2012*  
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	<u>2011</u>	<u>2012</u>
	<u>Actual</u>	<u>Actual</u>
<u>Cash Receipts</u>		
Gifts and Donations	\$ -	\$ 8,597
Operating Transfer from General Fund	<u>-</u>	<u>5,404</u>
Total Cash Receipts	<u>\$ -</u>	<u>\$ 14,001</u>
 <u>Expenditures</u>		
Capital Outlay	<u>\$ -</u>	<u>\$ 1,000</u>
Total Expenditures	<u>\$ -</u>	<u>\$ 1,000</u>
Cash Receipts Over (Under) Expenditures	\$ -	\$ 13,001
Unencumbered Cash, Beginning	-	-
Prior Year Cancelled Encumbrances	<u>-</u>	<u>-</u>
Unencumbered Cash, Ending	<u>\$ -</u>	<u>\$ 13,001</u>

***City of Burden, Kansas***  
**Special Purpose Fund**  
**Trail Grant**  
**Schedule of Receipts and Expenditures - Actual**  
Regulatory Basis  
*For the Year Ended December 31, 2012*  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	<u>2011</u>	<u>2012</u>
	<u>Actual</u>	<u>Actual</u>
<u>Cash Receipts</u>		
Federal Grant	\$ -	\$ 36,463
State Grant	-	<u>10,232</u>
Total Cash Receipts	<u>\$ -</u>	<u>\$ 46,695</u>
 <u>Expenditures</u>		
Capital Outlay	<u>\$ -</u>	<u>\$ 45,293</u>
Total Expenditures	<u>\$ -</u>	<u>\$ 45,293</u>
Cash Receipts Over (Under) Expenditures	\$ -	\$ 1,402
Unencumbered Cash, Beginning	-	-
Prior Year Cancelled Encumbrances	<u>-</u>	<u>-</u>
Unencumbered Cash, Ending	<u>\$ -</u>	<u>\$ 1,402</u>

**City of Burden, Kansas**  
**Bond and Interest Fund**  
**Bond and Interest**  
**Schedule of Receipts and Expenditures - Actual and Budget**  
**Regulatory Basis**  
*For the Year Ended December 31, 2012*  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	2011 <u>Actual</u>	2012		Variance- Favorable/ Unfavorable
		<u>Actual</u>	<u>Budget</u>	
<u>Cash Receipts</u>				
Operating Transfer from Water Fund	\$ 12,886	\$ 12,886	\$ 12,886	\$ -
Total Cash Receipts	\$ 12,886	\$ 12,886	\$ 12,886	\$ -
 <u>Expenditures</u>				
Principal	\$ 3,151	\$ 3,293	\$ 3,293	\$ -
Interest	9,735	9,593	9,593	-
Total Expenditures	\$ 12,886	\$ 12,886	\$ 12,886	\$ -
 Cash Receipts Over (Under) Expenditures	\$ -	\$ -		
 Unencumbered Cash, Beginning	-	-		
 Prior Year Cancelled Encumbrances	-	-		
 Unencumbered Cash, Ending	\$ -	\$ -		

**City of Burden, Kansas**  
**Business Fund**  
**Water Utility**  
**Schedule of Receipts and Expenditures - Actual and Budget**  
Regulatory Basis  
For the Year Ended December 31, 2012  
(With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	2011 <u>Actual</u>	2012		Variance- Favorable/ Unfavorable
		<u>Actual</u>	<u>Budget</u>	
<u>Cash Receipts</u>				
Charges for services	\$ 134,558	\$ 142,312	\$ 121,635	\$ 20,677
Utility Hookup Fees	915	825	1,270	(445)
Late Charges	5,784	4,549	3,225	1,324
RWD Sales	96,515	89,376	80,000	9,376
Other	-	1,404	-	1,404
Total Cash Receipts	<u>\$ 237,772</u>	<u>\$ 238,466</u>	<u>\$ 206,130</u>	<u>\$ 32,336</u>
<u>Expenditures</u>				
Personal Services	\$ 36,438	\$ 48,394	\$ 60,634	\$ 12,240
Contractual Services	8,910	8,893	18,000	9,107
Materials and Supplies	7,895	7,798	12,000	4,202
Capital Outlay	3,500	-	24,975	24,975
Purchased Water	151,329	147,407	108,737	(38,670)
Other	1,184	1,111	1,122	11
Transfer to Bond and Interest	12,886	12,886	12,886	0
Transfer to Water Reserve	-	5,000	-	(5,000)
Total Expenditures	<u>\$ 222,142</u>	<u>\$ 231,489</u>	<u>\$ 238,354</u>	<u>\$ 6,865</u>
Cash Receipts Over (Under) Expenditures	\$ 15,630	\$ 6,977		
Unencumbered Cash, Beginning	40,634	56,264		
Prior Year Cancelled Encumbrances	-	-		
Unencumbered Cash, Ending	<u>\$ 56,264</u>	<u>\$ 63,242</u>		

***City of Burden, Kansas***  
**Business Fund**  
**Sewer Utility**  
**Schedule of Receipts and Expenditures - Actual and Budget**  
 Regulatory Basis  
*For the Year Ended December 31, 2012*  
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

		2012		
	2011	Actual	Budget	Variance- Favorable/ Unfavorable
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Unfavorable</u>
<u>Cash Receipts</u>				
Sales of Service	\$ 32,960	\$ 34,230	\$ 38,000	\$ (3,770)
Sewer Hookup	530	575	-	575
Other	-	55	-	55
Total Cash Receipts	<u>\$ 33,490</u>	<u>\$ 34,860</u>	<u>\$ 38,000</u>	<u>\$ (3,140)</u>
<u>Expenditures</u>				
Personal Services	\$ 19,533	\$ 16,250	\$ 18,948	\$ 2,698
Contractual Services	13,815	12,156	10,940	(1,216)
Materials and Supplies	1,261	2,942	2,000	(942)
Capital Outlay	-	-	7,347	7,347
Other	-	15	500	485
Transfer to Sewer Reserve	-	3,000	-	(3,000)
Total Expenditures	<u>\$ 34,609</u>	<u>\$ 34,363</u>	<u>\$ 39,735</u>	<u>\$ 8,372</u>
Cash Receipts Over (Under) Expenditures	\$ (1,119)	\$ 497		
Unencumbered Cash, Beginning	1,123	4		
Prior Year Cancelled Encumbrances	-	-		
Unencumbered Cash, Ending	<u>\$ 4</u>	<u>\$ 501</u>		

***City of Burden, Kansas***  
**Business Fund**  
**Trash Utility**  
**Schedule of Receipts and Expenditures - Actual and Budget**  
 Regulatory Basis  
*For the Year Ended December 31, 2012*  
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	2011	2012		Variance-
	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	Favorable/ Unfavorable
<u>Cash Receipts</u>				
Charges for Services	\$ 41,923	\$ 44,449	\$ 45,000	\$ (551)
Total Cash Receipts	<u>\$ 41,923</u>	<u>\$ 44,449</u>	<u>\$ 45,000</u>	<u>\$ (551)</u>
<u>Expenditures</u>				
Personal Services	\$ 5,462	\$ 5,414	\$ 10,000	\$ 4,586
Contractual Services	35,934	39,003	35,000	(4,003)
Materials and Supplies	761	2,392	5,581	3,189
Capital Outlay	-	210	16,968	16,758
Transfer to Special Highway	-	6,689	-	(6,689)
Total Expenditures	<u>\$ 42,157</u>	<u>\$ 53,708</u>	<u>\$ 67,549</u>	<u>\$ 13,841</u>
Cash Receipts Over (Under) Expenditures	\$ (234)	\$ (9,259)		
Unencumbered Cash, Beginning	25,910	25,676		
Prior Year Cancelled Encumbrances	-	-		
Unencumbered Cash, Ending	<u>\$ 25,676</u>	<u>\$ 16,417</u>		

***City of Burden, Kansas***  
**Business Fund**  
**Water Reserve**  
**Schedule of Receipts and Expenditures - Actual**  
 Regulatory Basis  
*For the Year Ended December 31, 2012*  
 (With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	2011 <u>Actual</u>	2012 <u>Actual</u>
<u>Cash Receipts</u>		
Operating Transfer from Water Utility Fund	\$ -	\$ 5,000
Total Cash Receipts	<u>\$ -</u>	<u>\$ 5,000</u>
<u>Expenditures</u>		
Capital Outlay	\$ -	\$ -
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>
Cash Receipts Over (Under) Expenditures	\$ -	\$ 5,000
Unencumbered Cash, Beginning	-	-
Prior Year Cancelled Encumbrances	<u>-</u>	<u>-</u>
Unencumbered Cash, Ending	<u>\$ -</u>	<u>\$ 5,000</u>

**City of Burden, Kansas****Business Fund****Sewer Reserve****Schedule of Receipts and Expenditures - Actual**

Regulatory Basis

*For the Year Ended December 31, 2012*

(With Comparative Actual Totals for the Prior Year Ended December 31, 2011)

	2011 <u>Actual</u>	2012 <u>Actual</u>
<u>Cash Receipts</u>		
Operating Transfer from Sewer Utility Fund	\$ -	\$ 3,000
Total Cash Receipts	<u>\$ -</u>	<u>\$ 3,000</u>
<u>Expenditures</u>		
Capital Outlay	\$ -	\$ -
Total Expenditures	<u>\$ -</u>	<u>\$ -</u>
Cash Receipts Over (Under) Expenditures	\$ -	\$ 3,000
Unencumbered Cash, Beginning	-	-
Prior Year Cancelled Encumbrances	<u>-</u>	<u>-</u>
Unencumbered Cash, Ending	<u>\$ -</u>	<u>\$ 3,000</u>

***City of Burden, Kansas***  
**Agency Fund**  
**Schedule of Regulatory Basis Receipts and Disbursements**  
*For the Year Ended December 31, 2012*

<u>Funds</u>	<u>Beginning Cash Balance</u>	<u>Cash Receipts</u>	<u>Cash Disbursements</u>	<u>Ending Cash Balance</u>
Payroll Clearing	\$ <u>          -</u>	\$ <u>  162,213</u>	\$ <u>  160,034</u>	\$ <u>      2,179</u>