

**TOWN OF CANTON**  
BLAINE COUNTY, OKLAHOMA

AGREED UPON PROCEDURES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2012

Honorable Town Council  
Town of Canton  
Canton, Oklahoma 73724

### INDEPENDENT ACCOUNTANT'S REPORT

I have performed the procedures enumerated below which were agreed to by the specified users of the report, as identified above, and as defined within applicable state laws of Oklahoma solely to assist the Town in meeting its financial accountability requirements as prescribed by such state laws (HB 1670) and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2012. Management of the Town of Canton is responsible for the Town's financial accountability and its compliance with those legal and contractual requirements. This agreed-upon procedures engagement was conducted in accordance with the attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in this report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

#### PROCEDURES AND FINDINGS

As to the Town of Canton as of and for the Fiscal Year ended June 30, 2012:

- 1. Procedures Performed:** For the Town's trial balances, I prepared a schedule of changes in fund balances for each fund (see accompanying Exhibit A) and compared the schedule to the statutory prohibition of creating fund balance deficits to report any noted instances of noncompliance.

**Findings:** No instances noted.

- 2. Procedures Performed:** From the Town's trial balance, I prepared a budget and actual financial schedule for the General Fund and any other significant funds listing separately each federal fund (see accompanying Exhibit B) and compared the actual expenditures reported to the authorized appropriations to report any noted instances of noncompliance with appropriation limitations.

**Findings:** No instances noted.

- 3. Procedures Performed:** I reconciled the Town's material bank account balances to bank statements and traced the timely clearance of significant reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

**Findings:** No instances noted.

- 4. Procedures Performed:** I compared the Town's uninsured deposits to fair value of pledge collateral to report any amounts of uninsured and uncollateralized deposits.

**Findings:** No instances noted.

- 5. Procedures Performed:** I compared use of materially restricted revenues and resources to their restrictions to report any noted instances of noncompliance.

**Findings:** No instances noted.

- 6. Procedures Performed:** I compared the accounting for the Town's activities by fund to the legal and contractual requirements for separate funds to report any noted instances of noncompliance.

**Findings:** No instances noted.

- 7. Procedures Performed:** I compared the Town's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to report any noted instances of noncompliance.

**Findings:** No instance noted.

I was not engaged to and did not conduct any examination, the objective of which would be the expression of an opinion of compliance. Accordingly, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the informational and use of the specific users, as indicated above, and is not intended to be and should not be used by anyone other than these specific parties.



Linda Woodruff  
Certified Public Accountant

Watonga, Oklahoma  
November 21, 2012

**EXHIBIT A**  
**TOWN OF CANTON**  
**SUMMARY OF CHANGES IN FUND BALANCES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2012**

	Beginning of Year Fund Balances	Current Year Change		End of Year Fund Balances
		Receipts	Disbursements	
Town				
Government Funds				
General Fund	\$ 238,173	\$ 368,249	\$ 305,871	\$ 300,551
Street and Alley	19,779	5,546	0	25,325
Fire Department	4,486	47,438	48,033	3,891
Police	10,809	138,278	127,682	21,405
Juvenile	5,526	2,810	0	8,336
Special Revenue Funds				
Cemetery Fund	19,191	1,490	113	20,568
Proprietary Funds				
Community Center	26,364	72,728	65,052	34,040
Pool Fund	9,495	15,852	16,485	8,862
Fiduciary Funds				
Perpetual Fund	51,320	259	0	51,579
Town Subtotal	\$ 385,143	\$ 652,650	\$ 563,236	\$ 474,557

**EXHIBIT B**  
**BUDGETARY COMPARISON SCHEDULE**  
**GENERAL FUND – CASH BASIS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2012**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget (Under) Over
	Original	Final		
Beginning Budgetary Fund Balance	\$ (78,351)	\$ (78,351)	\$ 233,614	\$ 311,965
Resources (Inflows)				
Taxes				
Franchise Tax	19,020	19,020	29,332	10,312
Sales Tax	211,800	211,800	309,746	97,946
Cigarette Tax	2,395	2,395	3,446	1,051
Total Tax	233,215	233,215	342,524	109,309
Intergovernmental				
Alcoholic Beverage Tax	6,030	6,030	7,010	980
State Grants	0	0	0	0
Investment Income	2,315	2,315	2,630	315
Miscellaneous Income				
Fines	131,150	131,150	141,088	9,938
Permit Fees	615	615	330	(285)
Insurance Reimbursement	0	0	11,332	11,332
Miscellaneous	0	0	3,867	3,867
Other Financing Sources				
Transfer from Other Funds	35,000	35,000	0	(35,000)
Donations	7,380	7,380	2,048	(5,332)
Amounts Available for Appropriations	415,705	415,705	510,829	95,124
General Government				
Personal Services	125,000	105,000	101,822	3,178
Maintenance and Operations	180,000	174,000	173,344	656
Capital Outlay	35,000	41,000	41,000	0
Other Financing Uses				
Transfers to Other Funds	75,000	117,500	117,500	0
Total Charges to Appropriations	415,000	437,500	433,666	3,834
Ending Budgetary Fund Balance	\$ 77,646	\$ (100,146)	\$ 310,777	\$ 410,923

**TOWN OF CANTON**  
**BLAINE COUNTY, OKLAHOMA**  
**SCHEDULE OF GRANT AWARDS, REVENUES, AND EXPENDITURES**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2012**

Grant Depreciation	Contract Number	Grant Award	Revenue Collected	Total Expenditures
Dept of Agriculture	Fire Grant	\$ 14,413	\$ 14,413	\$ 14,413
Total		\$ 14,413	\$ 14,413	\$ 14,413

**TOWN OF CANTON  
BLAINE COUNTY, OKLAHOMA  
TRUSTEES AND OFFICERS**

Melina Foster	Chairman
Chris Vowell	Trustee
Gayle Tautfest	Trustee
Donnie Bromlow	Trustee
Brandon Martin	Trustee

Linda Hysell	Town Clerk
Jean Howard	Town Treasurer