

ST. CLAIR FIRE PROTECTION DISTRICT
ANNUAL FINANCIAL REPORT
YEAR ENDED DECEMBER 31, 2022

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SPINNER & COMPANY, P. C.
CERTIFIED PUBLIC ACCOUNTANTS
50 CRESTWOOD EXECUTIVE CENTER ~ SUITE 400
(WATSON & SAPPINGTON)
ST. LOUIS, MISSOURI 63126

FOUNDED 1928
BY
FELIX G. KRAFT, C.P.A.

(314) 842-1120
FAX: (314) 842-0921

MEMBER
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

MISSOURI SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS

GREGORY J. SPINNER, C.P.A.

INDEPENDENT AUDITORS' REPORT

Board of Directors
St. Clair Fire Protection District
470 E. North Street
St. Clair, Missouri 63077

We have audited the accompanying modified cash basis financial statements of the governmental activities and each major fund of

ST. CLAIR FIRE PROTECTION DISTRICT

as of and for the year ended December 31, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the governmental activities and each major fund of St. Clair Fire Protection District, as of December 31, 2022, and the respective changes in modified cash basis financial position, thereof for the year then ended in accordance with the modified cash basis of accounting as described in Note 1(C).

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the St. Clair Fire Protection District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter – Basis of Accounting

We draw attention to Note A of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1(C); and for determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 St. Clair Fire Protection District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about St. Clair Fire Protection District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Other Matters

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the management's discussion and analysis and budgetary comparison information but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Spinner & Company, P.C.

Certified Public Accountants
Saint Louis, Missouri

April 24, 2023

GS/cp

MANAGEMENT'S DISCUSSION AND ANALYSIS

An objective and easily readable analysis of the District's financial activities. The Management's Discussion and Analysis presents an analytical overview of both short-term and long-term financial information.

ST. CLAIR FIRE PROTECTION DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS **DECEMBER 31, 2022**

The discussion and analysis of the St. Clair Fire Protection District's financial performance provides an overview of the District's financial activities for the year ended December 31, 2022, within the limitations of the District's modified cash basis of accounting. Please read it in conjunction with the District's financial statements.

FINANCIAL HIGHLIGHTS

Key financial highlights for 2022 are as follows:

- The net position for the Governmental Activities increased by \$251,543.
- Governmental Activities revenues were \$1,928,290.
- Property and sales taxes represented \$1,897,499 of the Governmental Activities revenue total or 98%.
- Expenditures for the Governmental Activities were \$1,676,747.

USING THIS ANNUAL FINANCIAL REPORT

This annual report is presented in a format consistent with the presentation requirements of the Governmental Accounting Standards Board (GASB) Statement No. 34, as applicable to the District's modified cash basis of accounting.

Report Components

This annual report consists of four parts as follows:

Government-wide Financial Statements: The Statement of Net Position and the Statement of Activities provide information about the activities of the District's government-wide (or "as a whole") and present a longer-term view of the District's finances.

Fund Financial Statements: Fund financial statements focus on the individual parts of the District's government. Fund financial statements also report the District's operations in more detail than the government-wide statements by providing information about the District's most significant ("major") funds. For *governmental activities*, these statements tell how these services were financed in the short term as well as what remains for future spending.

Notes to the Financial Statements: The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

Other Information: This Management Discussion and Analysis and the General Fund Budgetary Comparison Schedule represent other information presented for purposes of additional analysis and are not a required part of the basis financial statements. Such information provides users of this report with additional data that supplements the government-wide statements, fund financial statements, and notes (referred to as "the basic financial statements").

Basis of Accounting

The District has elected to present its financial statements on a modified cash basis of accounting. This modified cash basis of accounting is a basis of accounting other than generally accepted accounting principles. Basis of accounting is a reference to *when* financial events are recorded, such as the timing for recognizing revenues, expenses and their related assets and liabilities. Under the District's modified cash basis of accounting, revenues and expenses and related assets and liabilities are recorded when they result from cash transactions, except for the recording of depreciation expense on capital assets in the government-wide financial statements for all activities.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (*such as accounts receivable and revenue for billed or provided services not yet collected*) and certain liabilities and their related expenses (*such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities*) are not recorded in these financial statements. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the modified cash basis of accounting.

Reporting the District as a Whole

The District's Reporting Entity Presentation

This annual report includes all activities for which the St. Clair Fire Protection District is fiscally responsible.

The primary government includes the following legal entity:

- St. Clair Fire Protection District

The Government-wide Statement of Net Position and the Statement of Activities

One of the most important questions asked about the District's finances is "Is the District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities report information about the District as a whole and about its activities in a way that helps answer this question. These statements include all of the District's assets and liabilities resulting from the use of the modified cash basis of accounting.

These two statements report the District's net position and changes in them. Keeping in mind the limitations of the modified cash basis of accounting, you can think of the District's net position - the difference between assets and liabilities - as one way to measure the District's financial health or financial position. Over time, increases or decreases in the District's net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, such as changes in the District's real estate tax base.

In the Statement of Net Position and the Statement of Activities, we have one kind of activity:

Governmental activities - All of the District's basic services are reported here. Property taxes finance most of the activities.

Reporting the District's Most Significant Funds

The Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds - not the District as a whole. Some funds are required to be established by State law and by bond covenants. However, the District Officials establish certain other funds to help control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money.

Governmental fund - All of the District's basic services are reported in the governmental fund, which focuses on how money flows into and out of this fund and the balance left at year-end that is available for spending. This fund reports the acquisition of capital assets and payments for debt principal as expenditures and not as changes to asset and debt balances. The governmental fund statement provides a detailed short-term view of the District's general government operations and the basic services it provides. Governmental fund information helps you determine (through a review of changes to fund balance) whether there are more or fewer financial resources that can be spent in the near future to finance the District's program. We describe the relationship (or differences) between governmental activity (reported in the Statement of Net Position and the Statement of Activities) and governmental fund in a reconciliation at the bottom of the fund financial statements. The District considers the General Fund to be its significant or major governmental fund.

Fiduciary fund - The District uses this fund to account for assets that are held in a trustee capacity such as pension plan assets, assets held per trust agreements and similar arrangements.

A FINANCIAL ANALYSIS OF THE DISTRICT AS A WHOLE

Net Position - Modified Cash Basis

The District's combined net position, resulting from modified cash basis transactions, increased from approximately \$2,265,438 to \$2,516,980 between the years 2021 and 2022.

	Governmental Activities		Total Percentage Change
	<u>2022</u>	<u>2021</u>	<u>2022 - 2021</u>
Current and other assets	\$ 615,054.	\$ 1,091,502.	(43%)
Capital assets	<u>2,026,710.</u>	<u>1,403,107.</u>	45%
Total assets	<u>\$ 2,641,764.</u>	<u>\$ 2,494,609.</u>	6%
Other liabilities	\$ <u>5,910.</u>	\$ <u>2,321.</u>	155%
Total liabilities	<u>\$ 5,910.</u>	<u>\$ 2,321.</u>	155%
Deferred inflows of resources	\$ <u>118,874.</u>	\$ <u>226,850.</u>	(47%)
Total deferred inflows of resources	<u>\$ 118,874.</u>	<u>\$ 226,850.</u>	(47%)
Net position -			
Net investment in capital assets	\$ 2,026,710.	\$ 1,403,107.	45%
Unrestricted	<u>490,270.</u>	<u>862,331.</u>	(43%)
Total net position	<u>\$ 2,516,980.</u>	<u>\$ 2,265,438.</u>	12%

Net position of the District's governmental activities increased 12% to \$2,516,980. However, \$2,026,710 of the net position is invested in capital assets (buildings, equipment, vehicles and so on). Consequently, unrestricted net position showed \$490,270 at the end of this year. Changes in unrestricted net position between 2021 and 2022 reflect a decrease of 43%.

Changes in Net Position - Modified Cash Basis

For the year ended December 31, 2022, net position of the primary government (resulting from modified cash basis transactions) changed as follows:

	<u>Governmental Activities</u>		<u>Total Percentage Change</u>
	<u>2022</u>	<u>2021</u>	<u>2022 - 2021</u>
Revenues -			
Program revenues			
Permits and fees	\$ 5,992.	\$ 5,995.	-
Grant revenue - operating	500.	138,864.	(100%)
General revenues			
Taxes, penalties and interest	1,356,974.	1,313,462.	3%
Sales tax	540,525.	545,655.	(1%)
Interest revenue	9,088.	6,378.	42%
Other revenue	1,211.	1,281.	(5%)
Rent revenue	2,700.	2,700.	-
Gain on sale of assets	<u>11,300.</u>	<u>24,150.</u>	(53%)
Total revenues	<u>\$ 1,928,290.</u>	<u>\$ 2,038,485.</u>	(5%)
Expenses -			
Public safety - fire protection:	<u>\$ 1,676,747.</u>	<u>\$ 1,681,860.</u>	-
Total expenses	<u>\$ 1,676,747.</u>	<u>\$ 1,681,860.</u>	-
Change in net position	<u>\$ 251,543.</u>	<u>\$ 356,625.</u>	(29%)

Governmental Activities

To aid in the understanding of the Statement of Activities, some additional explanation is given. Of particular interest is the format that is significantly different than a typical Statement of Revenues, Expenses, and Changes in Fund Balance. You will notice that expenses are listed first with revenues from that particular program reported below it. The result is a Net (Expense)/Revenue. The reason for this kind of format is to highlight the relative financial burden of each of the functions on the District's taxpayers. It also identifies how much each function draws from the general revenues or if it is self-financing through fees. All other governmental revenues are reported as general. It is important to note that all taxes are classified as general revenue even if restricted for a specific purpose.

For the year ended December 31, 2022, total expenses for governmental activities, resulting from modified cash basis transactions, amounted to \$1,676,747. Of these total expenses, taxpayers and other general revenues funded \$1,670,255, while those directly benefiting from the program funded \$500 from grants and other contributions and \$5,992 from charges for services.

Net Cost of St. Clair Fire Protection District's Governmental Activities - Modified Cash Basis

	<u>Total Cost of Services</u>		<u>Percentage</u>	<u>Net Cost of Services</u>		<u>Percentage</u>
	<u>2022</u>	<u>2021</u>	<u>Change</u>	<u>2022</u>	<u>2021</u>	<u>Change</u>
			<u>2022 - 2021</u>			<u>2022 - 2021</u>
Public safety	\$ <u>1,676,747.</u>	\$ <u>1,681,860.</u>	-	\$ <u>1,670,255.</u>	\$ <u>1,537,001.</u>	9%

A FINANCIAL ANALYSIS OF THE DISTRICT'S FUNDS

Certain funds experienced noteworthy changes from the prior year and are highlighted as follows:

- The General Fund reported revenues of \$1,928,147 and expenditures of \$2,300,207, resulting in a decrease in fund balance of \$372,060.

General Fund Budgetary Highlights

Over the course of the year, the Board of Directors revised the General Fund budget at various times. The final adjusted budget, however, was consistent with the prior year budget.

For the year ended December 31, 2022, General Fund expenditures were \$3,560 above final appropriations, while actual resources available for appropriation were \$2,948 below the final budgeted amount.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets - Modified Cash Basis

At December 31, 2022, the District had \$2,026,710 invested in capital assets, net of depreciation, including buildings, equipment and vehicles. This represents a net increase of \$623,603 or 44% above last year.

PRIMARY GOVERNMENT CAPITAL ASSETS - MODIFIED CASH BASIS

(Net of accumulated depreciation)

<u>Governmental Activities</u>	<u>Year Ended</u>	<u>Year Ended</u>
	<u>December 31, 2022</u>	<u>December 31, 2021</u>
Land	\$ 108,162.	\$ 108,162.
Buildings and improvements	771,642.	815,141.
Vehicles	1,051,212.	349,587.
Equipment	<u>95,694.</u>	<u>130,217.</u>
TOTALS	\$ <u>2,026,710.</u>	\$ <u>1,403,107.</u>

This year's more significant capital asset additions included:

- 2021 Pierce pumper \$ 743,712.
- HVAC system \$ 11,730.
- Equipment \$ 8,069.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

For the year ending December 31, 2023, the budget is fairly consistent with the December 31, 2022 budget.

On February 14, 2023, the District was awarded a FEMA grant for \$340,761.90 for the purchase of radios and accessories. The District is responsible for \$32,163.16. The District expects to take delivery in July 2023.

On March 2, 2023, the District was awarded a Public Safety grant for 50% of the cost of rescue equipment. Total cost is \$35,569.75; District's share is \$17,784.88. The District expects to take delivery in the next couple of months.

On February 17, 2022, the District approved the purchase of a 2023 Chevy Tahoe from Don Brown Chevrolet for \$44,823.00. The District expects delivery in May 2023.

On October 18, 2022, the District approved the purchase of equipment from MacQueen Equipment for \$26,147.26 for the 2021 Pierce Enforcer Pumper purchased in 2022. The equipment is being installed and will be available in March 2023.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions concerning this report or need additional information, contact Fire Chief Timothy Wideman , 470 E. North Street, St. Clair, Missouri, 63077.

BASIC FINANCIAL STATEMENTS

The basic financial statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- Government-wide financial statements
- Fund financial statements
 - Governmental funds
 - Fiduciary fund

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

ST. CLAIR FIRE PROTECTION DISTRICT

**STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS
GOVERNMENTAL ACTIVITIES
YEAR ENDED DECEMBER 31, 2022**

EXPENSES

Public safety - fire protection:	
Personnel - wages, fringe benefits and volunteer incentives	\$ 1,160,870.01
Materials, supplies and maintenance	205,230.89
Depreciation	140,051.05
Insurance	87,608.97
Utilities and telephone	30,280.22
Dispatching	10,000.00
General and administrative	<u>42,705.96</u>
TOTAL PROGRAM EXPENSES	\$ <u>1,676,747.10</u>

PROGRAM REVENUES

Charges for services	\$ 5,992.09
Grant revenue - operating	<u>500.00</u>
TOTAL PROGRAM REVENUE	\$ <u>6,492.09</u>
NET PROGRAM EXPENSE	\$ <u>1,670,255.01</u>

GENERAL REVENUES

Taxes, penalties and interest	\$ 1,356,973.74
Sales tax	540,525.04
Interest revenue	9,088.40
Other revenue	1,211.07
Rent revenue	2,700.00
Gain on sale of assets	<u>11,300.00</u>
TOTAL GENERAL REVENUES	\$ <u>1,921,798.25</u>

CHANGE IN NET POSITION \$ 251,543.24

NET POSITION - Beginning of year 2,265,437.51

NET POSITION - End of year \$ 2,516,980.75

See accompanying notes to the basic financial statements.

ST. CLAIR FIRE PROTECTION DISTRICT

**BALANCE SHEET - MODIFIED CASH BASIS
GOVERNMENTAL FUND
DECEMBER 31, 2022**

	<u>General Fund</u>
<u>ASSETS</u>	
Cash and cash equivalents	\$ <u>615,054.27</u>
TOTAL ASSETS	\$ <u>615,054.27</u>
<u>LIABILITIES</u>	
Credit card payable	\$ 677.10
Payroll liabilities	<u>5,233.14</u>
TOTAL LIABILITIES	\$ <u>5,910.24</u>
<u>DEFERRED INFLOWS OF RESOURCES</u>	
Deferred tax revenue	\$ <u>118,873.66</u>
TOTAL DEFERRED INFLOWS OF RESOURCES	\$ <u>118,873.66</u>
<u>FUND BALANCES</u>	
Committed	\$ 103,133.42
Unassigned	<u>387,136.95</u>
TOTAL FUND BALANCES	\$ <u>490,270.37</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES	\$ <u>615,054.27</u>
<u>RECONCILIATION TO STATEMENT OF NET POSITION</u>	
Fund Balance	\$ 490,270.37
Amounts reported for governmental activities in the Statement of the Net Position are different because:	
Capital assets used in governmental activities of \$6,955,216.48 are not financial resources and, therefore, are not reported in the funds, net of accumulated depreciation of \$4,928,506.10.	<u>2,026,710.38</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES	\$ <u>2,516,980.75</u>

See accompanying notes to the basic financial statements.

ST. CLAIR FIRE PROTECTION DISTRICT

**STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - MODIFIED CASH BASIS
GOVERNMENTAL FUND
YEAR ENDED DECEMBER 31, 2022**

	<u>General Fund</u>
<u>REVENUES</u>	
Taxes, penalties and interest (less fees)	\$ 1,356,973.74
Sales tax	540,525.04
Permits and fees	5,872.09
Interest revenue	9,088.40
Other revenue	1,187.74
Grant revenue	500.00
Rent revenue	<u>2,700.00</u>
TOTAL REVENUES	\$ <u>1,916,847.01</u>
<u>EXPENDITURES</u>	
Current:	
General and administration	\$ 1,536,696.05
Capital outlay:	
Current expenditures	<u>763,510.96</u>
TOTAL EXPENDITURES	\$ <u>2,300,207.01</u>
<u>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES (USES)</u>	<u>\$ (383,360.00)</u>
<u>OTHER FINANCING SOURCES (USES)</u>	
Sale of assets	<u>\$ 11,300.00</u>
OTHER FINANCING SOURCES (USES)	<u>\$ 11,300.00</u>
<u>NET CHANGE IN FUND BALANCES</u>	<u>\$ (372,060.00)</u>
<u>FUND BALANCE - Beginning of year</u>	<u>862,330.37</u>
<u>FUND BALANCE - End of year</u>	<u><u>\$ 490,270.37</u></u>

See accompanying notes to the basic financial statements.

ST. CLAIR FIRE PROTECTION DISTRICT

**STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - MODIFIED CASH BASIS
GOVERNMENTAL FUND
YEAR ENDED DECEMBER 31, 2022**

RECONCILIATION TO THE STATEMENT OF ACTIVITIES

NET CHANGE IN FUND BALANCE - GOVERNMENTAL FUNDS \$ (372,060.00)

Amounts reported for general fund activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense as to allocate those expenditures over the life of the assets:

Capital asset purchases capitalized	763,510.96
Depreciation expense	(140,051.05)
Remaining book value of disposed assets	<u>143.33</u>

CHANGE IN NET POSITION OF GOVERNMENTAL FUNDS \$ 251,543.24

See accompanying notes to the basic financial statements.

FIDUCIARY FUND AND FINANCIAL STATEMENTS

Required financial statements for fiduciary funds are the statement of fiduciary net position and the statement of changes in fiduciary net position. Fiduciary fund financial statements should include information about all fiduciary funds. The statements should provide a separate column for pension (and other employee benefits) trust funds, investment trust funds, private-purpose trusts, and agency funds.

ST. CLAIR FIRE PROTECTION DISTRICT

**STATEMENT OF FIDUCIARY NET POSITION - MODIFIED CASH BASIS
FIDUCIARY FUND
DECEMBER 31, 2022**

ASSETS

Investments at fair value:		
Money market account	\$	6,738.54
REITS		1,688.78
Corporate bond funds		2,520.47
Corporate equity funds		<u>206,029.06</u>
	TOTAL ASSETS	\$ <u>216,976.85</u>

LIABILITIES

TOTAL LIABILITIES \$ 0.00

NET POSITION

Held in trust for pension benefits and other purposes	\$	<u>216,976.85</u>
	TOTAL NET POSITION	\$ <u>216,976.85</u>

See accompanying notes to the basic financial statements.

ST. CLAIR FIRE PROTECTION DISTRICT

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION - MODIFIED CASH BASIS
FIDUCIARY FUND
DECEMBER 31, 2022**

ADDITIONS

Contributions:		
Employer	\$	38,213.74
Plan members		<u>0.00</u>
	TOTAL CONTRIBUTIONS	\$ <u>38,213.74</u>
Investments earnings:		
Net increase (decrease) in fair market value of investments	\$	(62,883.53)
Earnings - dividends		<u>11,735.43</u>
	TOTAL INVESTMENT EARNINGS	\$ <u>(51,148.10)</u>
Less investment expense		<u>0.00</u>
	NET INVESTMENT EARNINGS	\$ <u>(51,148.10)</u>
	TOTAL ADDITIONS	\$ <u>(12,934.36)</u>

DEDUCTIONS

Benefits paid	\$	31,476.33
Administrative expenses		<u>989.01</u>
	TOTAL DEDUCTIONS	\$ <u>32,465.34</u>
<u>CHANGE IN NET POSITION</u>	\$	(45,399.70)
<u>NET POSITION - Beginning of year</u>		<u>262,376.55</u>
<u>NET POSITION - End of year</u>	\$	<u><u>216,976.85</u></u>

See accompanying notes to the basic financial statements.

NOTES TO FINANCIAL STATEMENTS

ST. CLAIR FIRE PROTECTION DISTRICT

NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2022

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Financial Reporting Entity

The District's financial reporting entity is comprised of the following:

Primary Government: St. Clair Fire Protection District

Component Units: None

In determining the financial reporting entity, the District complies with the provisions of GASB Statement No. 14, *The Financial Reporting Entity*.

B. Basis of Presentation

Government-Wide Financial Statements

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. Governmental activities generally are financed through taxes, intergovernmental revenues and other non-exchange revenues.

Fund Financial Statement

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, liabilities, fund equity, revenues, and expenditures/expenses. An emphasis is placed on major funds. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund are at least 10% of the corresponding total for all funds of that category or type, and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund are at least 5% of the corresponding total for all governmental funds combined.

The funds of the financial report entity are described as follows:

Governmental Funds

General Fund

The General Fund is the primary operating fund of the District and always classified as a major fund. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

Fiduciary Fund Type

Pension Trust Fund

This fund was established to provide pension benefits for District employees. The principal revenue source for this fund is general fund revenues.

C. Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe “how” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

In the government-wide Statement of Net Position and the Statement of Activities, governmental activities are presented using the economic resources measurement focus, within the limitations of the modified cash basis of accounting, as defined in item (b) following.

In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus as applied to the modified cash basis of accounting is used as appropriate:

- a. All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. Governmental activities utilize an “economic resources” measurement focus in the Statement of Net Position and in the Statement of Activities. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position and cash flows. All assets and liabilities (whether current or non-current, financial or non-financial) associated with their activities are reported.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities and the fund financial statements, governmental activities are presented using a modified cash basis of accounting. This basis recognizes assets, liabilities, net position/fund equity, revenues and expenditures/expenses when they result from cash transactions with a provision for depreciation in the government-wide statements. This basis is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) *are not recorded* in these financial statements.

If the District utilized the basis of accounting recognized as generally accepted, the fund financial statements for governmental funds would use the modified accrual basis of accounting. All government-wide financials would be presented on the accrual basis of accounting.

D. Assets, Liabilities and Equity

Cash and Cash Equivalents

“Cash and cash equivalents” includes all demand and savings accounts, and certificates of deposit.

Capital Assets

The District’s modified cash basis of accounting reports capital assets resulting from cash transactions and reports depreciation where appropriate. The accounting treatment over property, plant and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Government-Wide Statements

In the government-wide financial statements, capital assets arising from cash transactions are accounted for as assets in the Statement of Net Position. All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets, which are recorded at their estimated fair value at the date of donation.

Depreciation of all exhaustible capital assets arising from cash transactions is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets’ estimated useful lives using the straight-line method of depreciation. A capitalization threshold of \$1,500 is used to report capital assets. The range of estimated useful lives by type of asset is as follows:

- Buildings and improvements	5 - 40 years
- Vehicles	5 - 10 years
- Equipment	5 - 10 years

Fund Financial Statements

In the fund financial statements, capital assets arising from cash transactions acquired for use in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Long-Term Debt

All long-term debt arising from cash basis transactions to be repaid from governmental resources are reported as liabilities in the government-wide statements.

Long-term debt arising from cash basis transactions of governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest is reported as expenditures.

Compensated Absences

As a result of the use of the modified cash basis of accounting, liabilities related to accrued compensated absences are not recorded in the government-wide or fund financial statements. Expenditures/expenses related to compensated absences are recorded when paid.

Equity Classification

Government-Wide Statements:

Equity is classified as net position and displayed in three components:

- a. Net investment in capital assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvements of those assets.
- b. Restricted Net Position - Consists of Net Position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors or laws and regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted Net Position - All other Net Position that do not meet the definition of “restricted” or “net investment in capital assets”.

Fund Balances

The District adopted GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions* (GASB 54). The statement is designed to improve financial reporting by establishing fund balance classifications that are easier to understand and apply. GASB 54 establishes the following classifications depicting the relative strength of the constraints that control how specific amounts can be spent:

Non-spendable – Amounts that are not in a spendable form (such as inventory) or are required to be maintained intact (such as the corpus of an endowment fund).

Restricted – Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government) through constitutional provisions or by enabling legislation.

Committed – Amounts constrained to specific purposes by the District itself using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the District takes the same highest-level action to remove or change the constraint. The District’s highest level of decision-making authority is the Board of Directors. The formal action that is required to be taken to establish committed fund balances is either by ordinance or resolution.

Assigned – Amounts the District intends to use for a specific purpose; intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority.

Unassigned – Amounts that are available for any purpose; these amounts are reported only in the General Fund.

The District’s policy is to spend the most restricted resources first before less restricted resources in the following order: Non-spendable (if funds become spendable), restricted, committed, assigned, then unassigned.

The District’s fund balance policy was enacted in an effort to ensure financial security through the maintenance of a healthy reserve fund that guides the creation, maintenance, and use of resources for financial stabilization purposes. The District’s primary objective is to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees due to temporary revenue shortfalls or unpredicted one-time expenditures. The District also seeks to maintain the highest possible credit ratings which are dependent, in part, on the District’s maintenance of a healthy fund balance. The

unrestricted fund balances of the General Fund have been accumulating to meet this purpose to provide stability and flexibility in order to respond to unexpected adversity and/or opportunities. The target is to maintain an unrestricted fund balance of not less than 9.5% of annual operating expenditures in order to provide adequate funding to cover approximately two months of operating expenditures, provide the liquidity necessary to accommodate the District's uneven cash flow, which is inherent in its periodic tax collection schedule, and provide liquidity to respond to contingent liabilities.

E. Property Tax

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied on November 15 and payable by December 31. Taxes paid after December 31 are subject to penalties. Franklin County bills, collects and remits the property taxes to the District. The District records the revenues from property taxes when they are received. Since the District uses the modified cash basis of accounting, property taxes received on prior year's assessment are recorded as revenue, while property taxes received on current year's assessment are recorded as deferred revenue and will be recognized as revenue in the following year.

F. Revenues, Expenditures and Expenses

Program Revenues

In the Statement of Activities, modified cash basis revenues that are derived directly from each activity or from parties outside the District's taxpayers are reported as program revenues. The District has the following program revenues in each activity:

Public Safety - fire protection	Inspections and permits
	Operating and capital grants

All other governmental revenues are reported as general. All taxes are classified as general revenue even if restricted for a specific purpose.

Operating Revenue and Expenses

Operating revenue and expenses include all revenues and expenses not related to capital and related financing, noncapital financing, or investing activities.

G. Use of Estimates

The preparation of financial statements in conformity with the other comprehensive basis of accounting (OCBOA) used by the District requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense). Accordingly, actual results could differ from those estimates.

H. Post-Employment Health Care Benefits

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the District provides health care benefits to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured to the District. This program is offered for a duration of 18 months after the termination date. There is no associated cost to the District under this program, and there were no participants in the program as of December 31, 2022.

I. Deferred Compensation Plan

Employees of the St. Clair Fire Protection District may participate in a deferred compensation plan adopted under the provisions of Internal Revenue Service Section 457 (Deferred Compensation Plans With Respect to Service for State and Local Governments).

The deferred compensation plan is available to all full-time employees of the District. Under the plan, employees may elect to defer a portion of their salaries and avoid paying taxes on the deferred portion until the withdrawal date. The deferred compensation amount is not available for withdrawal by employees until termination, retirement, death, or unforeseeable emergency. The plan assets are held in trust by Security Benefits.

2. CASH AND CASH EQUIVALENTS

The District has determined that interest bearing checking accounts, certificates of deposit, repurchase agreements, United States Government Obligations, bonds, notes or other obligations of the State of Missouri, and any other securities or investments that are lawful for the investment of monies held in such funds or accounts under the law of the State of Missouri are appropriate types of investments for its needs.

<u>Depository Account</u>	<u>Bank Balance</u>
Insured	\$ 463,176.11
Collateralized:	
Collateral held by District’s agent in the District’s name	172,166.49
Collateral held by pledging bank’s trust department in the District’s name	0.00
Collateral held by pledging bank’s trust department not in the District’s name	0.00
Uninsured and uncollateralized	<u>0.00</u>
Total	<u>\$ 635,342.60</u>

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the District’s deposits may not be returned to it. The District does not have a deposit policy for custodial credit risk. As of December 31, 2022, \$0.00 of the District’s bank balance of \$635,342.60 was exposed to credit risk as follows:

<u>Type of Deposit</u>	<u>Custody Credit Risk Amount</u>
Uninsured and uncollateralized	\$ 0.00
Uninsured and collateralized by pledging bank’s trust department not in the District’s name	<u>0.00</u>
Total	<u>\$ 0.00</u>

3. CAPITAL ASSETS

Capital asset activity resulting from modified cash basis transactions for the year ended December 31, 2022 was as follows:

<u>Governmental Activities:</u>	<u>Balance Jan. 1, 2022</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance Dec. 31, 2022</u>
Capital assets not being depreciated:				
Land	\$ 108,162.50	\$ 0.00	\$ 0.00	\$ 108,162.50
Vehicles	<u>0.00</u>	<u>743,711.59</u>	<u>0.00</u>	<u>743,711.59</u>
Total capital assets not being depreciated	<u>\$ 108,162.50</u>	<u>\$ 743,711.59</u>	<u>\$ 0.00</u>	<u>\$ 851,874.09</u>
Capital assets being depreciated:				
Buildings and improvements	\$ 2,711,845.48	\$ 11,730.00	\$ 0.00	\$ 2,723,575.48
Vehicles	2,843,688.44	0.00	80,873.75	2,762,814.69
Equipment	<u>612,937.12</u>	<u>8,069.37</u>	<u>4,054.27</u>	<u>616,952.22</u>
	<u>\$ 6,168,471.04</u>	<u>\$ 19,799.37</u>	<u>\$ 84,928.02</u>	<u>\$ 6,103,342.39</u>
Less accumulated depreciation:				
Buildings and improvements	\$ 1,896,704.32	\$ 55,228.60	\$ 0.00	\$ 1,951,932.92
Vehicles	2,494,101.72	42,086.60	80,873.75	2,455,314.57
Equipment	<u>482,720.36</u>	<u>42,735.85</u>	<u>4,197.60</u>	<u>521,258.61</u>
Total accumulated depreciation	<u>\$ 4,873,526.40</u>	<u>\$ 140,051.05</u>	<u>\$ 85,071.35</u>	<u>\$ 4,928,506.10</u>
Total capital assets being depreciated, net	<u>\$ 1,294,944.64</u>	<u>\$ (120,251.68)</u>	<u>\$ (143.33)</u>	<u>\$ 1,174,836.29</u>
Governmental activities capital assets, net	<u>\$ 1,403,107.14</u>	<u>\$ 623,459.91</u>	<u>\$ (143.33)</u>	<u>\$ 2,026,710.38</u>

Depreciation expense was charged to the public safety function in the Statement of Activities.

Depreciation expense totaled \$140,051.05 for the year ended December 31, 2022.

4. COMMITTED ASSETS

The District has committed \$103,133.42 of the fund balance for equipment, radios and rescue equipment.

Cash	\$ 103,133.42
Less: Liabilities	<u>0.00</u>
Fund Balance - committed	<u>\$ 103,133.42</u>

5. RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employees’ health and life; and natural disasters.

The District manages these various risks of loss as follows:

<u>Type of Loss</u>	<u>Method Managed</u>	<u>Risk of Loss Retained</u>
a. Torts, errors, and omissions	Purchased commercial insurance	None
b. Workers’ compensation, health and life	Purchased commercial insurance	None
c. Physical property loss and natural disasters	Purchased commercial insurance	None

6. ASSESSED VALUATION AND TAX LEVY

	<u>2022</u>	<u>2021</u>
Aggregate Assessed Valuation	\$ 282,872,809.00	\$ 269,214,250.00
	<u>Tax Levy Per \$100.00 of Assessed Valuation</u>	<u>Tax Levy Per \$100.00 of Assessed Valuation</u>
General Fund	\$.5058	\$.4907
Total taxes assessed	\$ 1,430,770.67	\$ 1,321,034.33
Less: Collected and assessment fee	(22,892.33)	(21,136.55)
	<u>\$ 1,407,878.34</u>	<u>\$ 1,299,897.78</u>
Tax collections (including delinquent taxes)	\$ 118,873.66	\$ 1,2389,100.08

The receipts of current and delinquent property taxes during the year ended December 31, 2022 aggregated approximately 9% of the 2022 assessed taxes and 96% of the 2021 assessed taxes. Taxes collected on the 2022 assessment are considered deferred revenue and will be recognized as revenue in 2023.

7. PENSION PLAN

The District has a defined contribution pension plan, St. Clair Fire Protection District 401(a) Retirement Plan, which is administered by Retirement Plan Advisors. The plan covers all employees who meet the plan’s eligibility requirements. All employees who are full-time and contribute to their 457 Plan are eligible to participate in the plan. Participants vest in the plan in 20% increments and are fully vested after 5 years. Forfeitures can be used to reduce employer contributions and are allocated to each eligible participant. There were no forfeitures during the year. District contributions to the plan for the year ended December 31, 2022 totaled \$38,213.74. Employees may not contribute a portion of their salary into the 401(a) plan. The District contributes up to 5% into the 401(a) plan matching the employees 457 plan contribution. The plan assets are held at Security Benefit. The pension payable at year end was \$0.00.

8. TAX ABATEMENT AGREEMENTS

The cities/counties served by the District utilize two types of tax abatement programs to attract jobs and industrial investments to their cities/counties. They are Chapter 100 and Chapter 353.

Chapter 100 - At December 31, 2022, the cities/counties served by the District had no Chapter 100 projects. Chapter 100 is a means of using bonds to purchase the building and equipment with the city/county holding title to the property and the company paying a PILOT (payment in lieu of taxes) or a grant to the city/county each year. The cities/counties share a portion of these taxes with the District. At December 31, 2022, \$0.00 of the District’s share of the real estate property taxes and sales taxes were abated through the Chapter 100 program.

Chapter 353 - At December 31, 2022, the cities/counties served by the District had three active Chapter 353 projects. Chapter 353 is taking a blighted piece of property and giving tax abatement for a limited number of years to a company who will improve the property and bring in jobs. At December 31, 2022, \$3,460.68 of the District’s share of the real estate property taxes were abated through the Chapter 353 program.

9. SUBSEQUENT EVENTS

On February 14, 2023, the District was awarded a FEMA grant for \$340,761.90 for the purchase of radios and accessories. The District is responsible for \$32,163.16. The District expects to take delivery in July 2023.

On March 2, 2023, the District was awarded a Public Safety grant for 50% of the cost of rescue equipment. Total cost is \$35,569.75; District’s share is \$17,784.88. The District expects to take delivery in the next couple of months.

10. COMMITMENTS

On February 17, 2022, the District approved the purchase of a 2023 Chevy Tahoe from Don Brown Chevrolet for \$44,823.00. The District expects delivery in May 2023.

On October 18, 2022, the District approved the purchase of equipment from MacQueen Equipment for \$26,147.26 for the 2021 Pierce Enforcer Pumper purchased in 2022. The equipment is being installed and will be available in March 2023.

11. DISTRICT OFFICERS

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Board Chairman/President	Stephanie Butenhoff
Director/Treasurer	Leroy Nunn
Director/Secretary	Tiffany Burton
Fire Chief	Timothy Wideman

OTHER INFORMATION

Other information includes financial information and disclosures that are presented for purposes of additional analysis but are not considered a part of the basic financial statements. Such information includes:

- Budgetary Comparison Schedule - Modified Cash Basis - General Fund
- Notes to Other Information - Budgetary Comparison Schedule

ST. CLAIR FIRE PROTECTION DISTRICT

**BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS
GENERAL FUND
YEAR ENDED DECEMBER 31, 2022**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>
	<u>Original</u>	<u>Final</u>	
<u>BEGINNING BUDGETARY FUND BALANCE</u>	\$ 862,330.37	\$ 862,330.37	\$ 862,330.37
<u>RESOURCES (inflows):</u>			
Taxes, penalties and interest	1,321,034.32	1,356,391.41	1,356,973.74
Sales taxes	530,000.00	544,055.71	540,525.04
Permits and fees	6,000.00	5,872.09	5,872.09
Interest earned	5,000.00	9,088.40	9,088.40
Other revenue	200.00	671.74	671.74
Clothing income	250.00	142.00	142.00
USA recovery	500.00	0.00	0.00
Fire report fees	100.00	120.00	120.00
Sale of assets	0.00	11,300.00	11,300.00
Grant revenue	0.00	500.00	500.00
Rent	2,700.00	2,700.00	2,700.00
Immediate relief income	<u>100.00</u>	<u>254.00</u>	<u>254.00</u>
AMOUNTS AVAILABLE FOR APPROPRIATION	<u>\$ 2,728,214.69</u>	<u>\$ 2,793,425.72</u>	<u>\$ 2,790,477.38</u>
<u>CHARGES TO APPROPRIATIONS (outflows):</u>			
Current -			
Apparatus operation	\$ 75,750.00	\$ 124,287.50	\$ 129,520.54
Station maintenance and supplies	60,500.00	23,058.68	11,328.68
Insurance	129,700.00	87,608.97	87,608.97
Insurance - health	124,500.00	125,391.68	125,391.68
Utilities and telephone	34,600.00	30,280.22	30,280.22
Accounting	6,800.00	6,800.00	6,800.00
Training	10,000.00	1,801.22	1,801.22
General administrative expenditures	3,777.00	2,418.89	2,418.89
Dispatching	10,000.00	10,000.00	10,000.00
Uniforms	10,000.00	12,608.85	12,608.85
Salaries	900,800.00	923,272.78	923,272.78
Payroll taxes	70,500.00	70,431.87	73,991.81
Computer and internet expense	31,335.00	32,927.68	32,927.68
Firefighting equipment and fire prevention	33,000.00	27,696.99	14,394.58
Membership dues and fees	1,100.00	391.53	391.53
District email host	0.00	263.88	263.88
Pension expense	44,500.00	38,213.74	38,213.74
Solar panel lease	7,130.00	4,843.68	4,843.68
Cell phones	6,650.00	6,888.22	6,888.22
Protective clothing	25,000.00	17,059.41	17,059.41
Grant expense - equipment	0.00	1,055.98	1,055.98

See accompanying notes to the Budgetary Comparison Schedule.

ST. CLAIR FIRE PROTECTION DISTRICT

**BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS
GENERAL FUND
YEAR ENDED DECEMBER 31, 2022**

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>
	<u>Original</u>	<u>Final</u>	
<u>CHARGES TO APPROPRIATIONS (outflows)</u>			
<u>(cont.):</u>			
Current (cont.) -			
General expenses	\$ 1,000.00	\$ 4,227.21	\$ 4,227.21
Legal	1,800.00	1,410.00	1,410.00
Firefighter flower fund	<u>0.00</u>	<u>(3.50)</u>	<u>(3.50)</u>
<p style="text-align: right;">TOTAL CURRENT</p>	<u>\$ 1,588,442.00</u>	<u>\$ 1,552,935.48</u>	<u>\$ 1,536,696.05</u>
Capital outlay -			
Equipment	\$ 250,000.00	\$ 0.00	\$ 8,069.37
Vehicles	0.00	743,711.59	743,711.59
Building improvements	<u>0.00</u>	<u>0.00</u>	<u>11,730.00</u>
<p style="text-align: right;">TOTAL CAPITAL OUTLAY</p>	<u>\$ 250,000.00</u>	<u>\$ 743,711.59</u>	<u>\$ 763,510.96</u>
<p style="text-align: right;">TOTAL CHARGES TO APPROPRIATIONS</p>	<u>\$ 1,838,442.00</u>	<u>\$ 2,296,647.07</u>	<u>\$ 2,300,207.01</u>
<u>ENDING BUDGETARY FUND BALANCE</u>	<u>\$ 889,772.69</u>	<u>\$ 496,778.65</u>	<u>\$ 490,270.37</u>

See accompanying notes to the Budgetary Comparison Schedule.

ST. CLAIR FIRE PROTECTION DISTRICT

NOTES TO OTHER INFORMATION BUDGETARY COMPARISON SCHEDULE DECEMBER 31, 2022

Budgets and Budgetary Practices

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

- a. Prior to September 1, the Treasurer submits to the Board of Directors a proposed operating budget for the upcoming fiscal year. The operating budget includes proposed expenditures and the means of financing them.
- b. Open meetings of the Board of Directors are held to obtain taxpayer comments.
- c. Prior to January 1, the budget is adopted by the Board of Directors.
- d. Budgets are adopted on a basis consistent with the modified cash basis of accounting.
- e. Any revisions that alter the total expenses must be approved by the Board of Directors.
- f. The Board of Directors adopts an amended budget (if necessary) approving any additional expenses.
- g. All annual appropriations lapse at fiscal year-end.

Basis of Accounting

The budget is prepared on the same modified cash basis of accounting as applied to the governmental funds in the basic financial statements. Revenues and expenditures are reported when they result from cash transactions.