

COUNTY OF LAKE

MEMORANDUM

TO: Jenavive Herrington
Auditor-Controller

FROM: Shirley Foster, Manager

SUBJECT: RECOMMENDED BUDGET FISCAL YEAR 2023-2024

DATE:

The Board of Directors of the Middletown Cemetery District DID approve, during their public meeting on 5/19/2023, the following for RECOMMENDED BUDGET and for RECOMMENDED RESERVES/DESIGNATIONS for fiscal year 2023-2024.

Total Appropriation for Budget Expenditures: (A) 279558

Authorize Auditor-Controller to adjust Reserves/Designations as necessary

Yes or NO
YES **NO**

Increase to Reserves/Designations:

Reserve:

General 382,377

Designation:

Equipment Replacement 0

Building 0

Capacity Expansion 0

Medical Services & Supplies 0

Other (Identify) 0

Total Reserves/Designations (page 2): (B) 0

Total recommended requirements for Fiscal Year 23/24 (C) 279,558


Authorized Signature
(Chairperson of the Board ONLY)
5-28-2023
Date

For additional Budget information please contact:
Marcy Harrison Jenavive Herrington
Chief Deputy Auditor-Controller Auditor-Controller

RECOMMENDED BUDGET

Budget Summary Worksheet - RECOMMENDED 2023-24

(Note: Category totals on this form **must** agree with category totals of budget submission - District's responsibility).

Total Salaries & Employee Benefits	<u>0</u>
Total Service & Supplies	<u>183400</u>
Total Other	<u>0</u>
Total Fixed Assets	<u>60000</u>
Sub-Total	<u>243400</u>
Total Contingencies	<u>36158</u>
TOTAL APPROPRIATION FOR BUDGET EXPENDITURES	<u>279558</u> (A)

Increases or Decreases to Reserves/Designations - RECOMMENDED 2023-24

Description	*Balance as of 6/30/23 <small>(*Use latest Balance Sheet Data)</small>	(B) Increase Amount	(B) Decrease Amount	Total Budger Yr Reserves/Desgn.
Reserve:				
General	<u>382,377</u>	<u> </u>	<u> </u>	<u>382,377</u>
Designation:				
Equipment Repl	<u> </u>	<u> </u>	<u> </u>	<u>0</u>
Building	<u> </u>	<u> </u>	<u> </u>	<u>0</u>
Capacity Expansion	<u> </u>	<u> </u>	<u> </u>	<u>0</u>
Medical Svcs/Supps	<u> </u>	<u> </u>	<u> </u>	<u>0</u>
Other (Identify)	<u> </u>	<u> </u>	<u> </u>	<u>0</u>

Must be completed by District for verification by Auditor

Total	<u>(A)</u> 279558	+	<u>(B)</u> 0	=	<u>(C)</u> 279,558
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Total RECOMMENDED Appropriation \$ 279558 (A) and total combined increase/
decrease to reserves \$ 0 (B) constitutes the District's Total RECOMMENDED
Budget financing requirement of \$ 279,558 (C) for Fiscal Year 2023-24.

SALARIES AND EMPLOYEE BENEFITS

1.11 Salaries & Wages-Permanent	<u>0</u>
1.12 Salaries & Wages-Temporary	<u>0</u>
1.13 Salaries & Wages-Overtime, Holiday, Stby	<u>0</u>
1.14 Salaries & Wages-Other, Term	<u>0</u>
2.21 Retirement Contributions-FICA	<u>0</u>
2.22 Retirement Contributions-PERS	<u>0</u>
2.23 Retirement Contributions-Co Paid Employee Con	<u>0</u>
2.28 Retirement Contributions-Deferred Comp	<u>0</u>
3.30 Insurance-Health/Life	<u>0</u>
3.31 Insurance-Unemployment	<u>0</u>
3.32 Insurance-Opt Out	<u>0</u>
3.39 Insurance-State Disability	<u>0</u>
4.00 Worker's Compensation	<u>0</u>

TOTAL SALARIES AND EMPLOYEE BENEFITS \$ 0

SERVICE AND SUPPLIES

11.00 Clothing & Personal Supplies	<u>0</u>

12.00 Communications	<u>3000</u>
Telephone	
Internet	
Security	

14.00 Household Expense	8000
<u>Janitorial, Kitchen</u>	
<u>Garbage,</u>	
<u>KCC Dumpsters</u>	
15.10 Insurance-Other	0

15.12 Insurance-Public Liability	9000

15.13 Fire & Comprehensive	_____

17.00 Maintenance-Equipment	10000
<u>Gas, Oil</u>	
<u>Repair Parts</u>	

18.00 Maintenance-Buildings & Imprvmnts	25000
<u>Electrical, Plumbing</u>	
<u>HVAC, Painting,</u>	
<u>Minor Repairs</u>	
19.40 Medical Supplies	200
<u>First Aid Kits</u>	

20.00 Memberships	200
<u>CAPC</u>	

22.70 Office Expense-Supplies	2500

22.71 Office Expense-Postage	<u>500</u>

22.72 Office Expense-Book & Periodicals	<u>0</u>

23.64 Valley Fire-Services & Supplies	<u>0</u>

23.80 Professional & Specialized Services	<u>91000</u>
<u>Backhoe/Ashes, Audit</u>	
<u>Grounds, KCC Labor</u>	
<u>Tree Work, Manager</u>	
24.00 Publications & Legal Notices	<u>200</u>

25.00 Rents & Leases-Equipment	<u>0</u>

26.00 Rents & Leases-Buildings & Improv	<u>0</u>

27.00 Small Tools & Instruments	<u>300</u>

28.30 Special Departmental-Supplies & Services	<u>12000</u>
<u>Mem Day; Headstones</u>	
<u>Cleaning, Placement</u>	
<u>Restorations</u>	

28.48 Special Departmental-Ambulance Expense 0

29.50 Transportation & Travel 12000

30.00 Utilities 3500
 PG&E

38.00 Inventory Items 6000
 Grave Liners
 Expensive Tools

TOTAL SERVICES AND SUPPLIES \$ 183400

OTHER

42.10 Principal & Interest-Notes & Loans 0

47.00 Rights of Way 0

48.00 Taxes & Assessments 0

52.10 Other Charges-Contrib. to Non-Co Gov Agen 0

TOTAL OTHER \$ 0

FIXED ASSETS

PLEASE LIST ALL FIXED ASSETS IN DETAIL BY ITEM AND DOLLAR AMOUNT

60.00 Land _____

61.60 Buildings & Improvements-Current 60000

61.69 Buildings & Improvements-Prior _____

62.71 Equipment-Office _____

62.72 Equipment-Autos & Light Trucks _____

62.73 Equipment-Shop

62.74 Equipment-Other

62.76 Equipment-Fire Hose

62.79 Equipment-Prior Years

TOTAL FIXED ASSETS

\$ 60000

GRAND TOTAL EXPENSES

\$ 243400

