



ORANGE COUNTY CEMETERY DISTRICT

MEMORANDUM

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DATE: January 31, 2025
TO: Board of Trustees
FROM: Brenda Manriquez, Finance & Accounting Manager
SUBJECT: Financial Report – December 2024

As we do each month, staff updates the Financial Report at the end of the month, based on the revenue collected and expenditures made. For the fiscal month ending December 31, 2024, total revenues were lower than budget and total operating expenditures were higher than budget (pro-rated for six months).

Revenues – The District receives property tax distributions monthly from the County of Orange based on collections from tax assessments levied twice per year. Total Property taxes for FY 2024-25 are \$144,991 less than FY 2023-24 revenues and \$195,284 less than the FY 2024-25 budgeted revenues due to the timing of revenue collections. The Other Taxes – Redevelopment revenue line is \$93,276 higher than FY 2023-24 revenues and \$2,247 lower than the FY 2024-25 budgeted revenues due to the timing of redevelopment tax distribution amounts and sale of surplus property by the County of Orange.

Interest income for the General and Preneed Funds is derived from investments in the Orange County Treasurer’s Pool (OCTP), Cal Trust Medium-Term Fund (Cal Trust), and California CLASS; in addition, the Preneed Fund includes income from Stifel Investments. Steady return rates have contributed to an increase in investment income of \$90,555 to FY 2023-24 interest income. FY 2024-25 actual interest earnings are \$126,713 higher than the budgeted revenue due to steady returns at Cal Trust, California CLASS and OCTP.

In comparison to FY 2023-24, Interment Space Sales are lower by \$780,945 and Interment Services are higher by \$190,474. In FY 2024-25, Interment Space Sales are lower than budgeted revenue by \$308,284 and Interment Services are higher than budgeted revenue by \$190,531, as indicated by trends in the Monthly Activity Report. New rate increases (effective July 8, 2024) at El Toro are the primary drivers of the year-to-year variance for interment sales.

Salaries and Employee Benefits –Salaries and Employee Benefits expenditures are \$90,852 higher than FY 2023-24 expenditures and \$61,504 higher than FY 2024-25 budgeted expenditures. Salaries and wages are \$43,970 higher than FY 2023-24 due to step increases and use of overtime. The retirement and insurance line items combined are \$46,882 higher than FY 2023-24 due primarily to an increase in worker’s compensation cost based on the experience modification factor.

In comparison to the FY 2024-25 budgeted expenditures, actual salaries and wages are \$60,781 higher due to timing of payroll accruals, overtime use and annual leave payouts; retirement and insurance lines combined are \$723 higher due to timing of payroll accruals, insurance premium payments, and initial worker’s compensation costs less than anticipated.

Cemetery Locations

Anaheim Cemetery
1400 E. Sycamore St.
Anaheim, CA 92805
(714) 535-4928

El Toro Memorial Park
25751 Trabuco Rd.
Lake Forest, CA 92630
(949) 951-8244

Santa Ana Cemetery
1919 E. Santa Clara Ave.
Santa Ana, CA 92705
(714) 953-2959

Services and Supplies – This includes all of the accounts required to operate the cemeteries and District (excluding Special Department Expense). Adjusted total services and supplies are \$2,158 lower than FY 2023-24 expenditures, and are \$51,503 higher than FY 2024-25 budgeted expenditures. The major variances* are described as follows:

FY 2023-24 to FY 2024-25:

- Account 1100 – Insurance: \$10,182 due to decrease in the property/general liability insurance for FY 2024-25; additional “true-up” invoices are expected later in FY 2024-25.
- Account 1300 – Maintenance Equipment: (\$12,332) due to equipment maintenance services performed in the current year; also, one-time equipment rental for asphalt removal at SA of \$5,400 in current year.
- Account 1400 – Maintenance Bldgs & Imp: (\$45,856) due to granite refurbishment work at El Toro in August 2024, water heater replacement and garage door repair at ET and ongoing irrigation services by Real Green in the current year.
- Account 1410 – Maintenance Bldgs New Cemetery: \$100,155 due to one-time project materials development contract with Idea Hall in FY 23-24, offset by current year flag pole maintenance and deposits for new security system and underground phone lines.
- Account 1800 – Office Expense: (\$18,468) due to an increase in Cemsites license fees, new office furniture, carpet & blinds at Anaheim & Santa Ana, and timing of payments to vendors
- Account 1900 – Professional Services: \$21,057 due to reduction in merchant fees for credit card payments processed and timing of annual audit invoice.
- Account 1910 – Professional Services Legal: (\$58,485) due to timing of billing & payment of invoices from District’s general counsel and payment of first two attorney billings for Gypsum Canyon lawsuit.
- Account 2700 – Transport/Travel-Mtgs: \$4,311 due to timing of attendance at meetings/conferences.

FY 2024-25 Budget to Actual:

- Account 1400 – Maintenance Bldgs & Imp: (\$31,081) due to water heater replacement and garage door repair at ET; also, timing of invoice billings and payments.
- Account 1410 – Maintenance Bldgs New Cem: \$4,426 due to timing of monthly invoice payments.
- Account 1800 – Office Expense: (\$12,502) due to an increase in Cemsites license fees and timing of annual Granicus renewal payment and other payments/purchases.
- Account 1900 – Professional Services: \$28,410 due to necessity of professional services and timing of payments.
- Account 1910 – Professional Services Legal: (\$42,725) due to timing of billing & payment of invoices for District’s general counsel and payment of first two attorney billings for Gypsum Canyon lawsuit.

*Major variance is classified as greater than \$3,000 (Unfavorable variance is negative amount; favorable variance is positive amount).

Equipment – Equipment expenditures incurred through December 2024 total \$85,322. Total includes purchase of a John Deere Pro-Gator (\$46,968) for El Toro and a mower (\$38,355) for Santa Ana.

Buildings and Improvements – Total charges of \$356,553 incurred through December 2024 were for the following projects: a) New Cemetery - \$257,751 (engineering/design/planning deposits/project management invoices – GMU, RJM Design Group, Huitt-Zollars, LSA Associates, City of Anaheim), and b) El Toro - \$98,802 (repair & painting of wrought iron throughout ETMP – Orange County Welding; and niche expansion project - KMI).