

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

Riverside Cemetery Preservation Advisory Board Meeting Agenda
June 11, 2025
Meeting will start at 3:00 PM at Riverside Cemetery, North side of State Rd

1. Call to Order
2. Roll Call
3. Pledge of Allegiance.
4. Approval of the Agenda.
5. Approval of the Minutes of the meeting of May 14, 2025.
6. Public comment and communications.
7. Sexton Update
8. Unfinished Business.
 - A. Discuss the Memorial Space possible Flagpole.
 - B. Discuss the Memorial Space Phase II
 - C. Chapel progress.
 - D. Fence replacement progress.
 - E. Location of the proposed new burial sections. Note: will start with this item at the cemetery.
9. New Business
 - A. Barry Community Foundation (BCF) Funds Reports for May 2025.
 - B. City Cemetery Fund FY 24-25 Revenues and Expenditures through May 2025.

C. Discuss going to quarterly meetings.

10. Board member comments.

11. Public Comment.

12. Adjourn

Guidelines for Public Comment

Public Comment is welcomed and appreciated. Please follow these simple guidelines to ensure all have an opportunity to be heard.

All comments and questions will be made through the chair. All comments will be made in a courteous and civil manner; profanity and personal attacks will not be tolerated. Please limit the length of your comments to 3 minutes. If you are a member of a group, please appoint a spokesperson to speak on behalf of the group (those speaking on behalf of a group may be provided additional time). Please state your name before offering comment.

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

**Riverside Cemetery Preservation Advisory Board Meeting Minutes
May 14, 2025**

1. Call to Order: By Vice Chairman Buehl at 3 PM

2. Roll Call: Present; Buehl, Gettys, Watson, Perin, Mayor Tossava, and Neil.

3. Pledge of Allegiance.

4. Approval of the Agenda.

Motion by Watson and supported by Gettys to approve the Agenda for the Riverside Cemetery Preservation Advisory Board for May 14, 2025. All ayes, motion carried.

5. Approval of the Minutes of the meeting of April 9, 2025.

Motion by Mayor Tossava and supported by Gettys to approve the minutes from April 9, 2025 of the Riverside Cemetery Preservation Advisory Board meeting. All ayes, motion carried.

6. Public comment and communications.

None

7. Sexton Update

Discussion of the Memorial Day preparations and upcoming work on grounds.

8. Unfinished Business.

A. Discuss the Memorial Space punch list

Information given by Rob Neil that Riverside is on the schedule with Katerburg for the first part of June. Discussion about different plants in space if there are replacements that need to happen.

B. Chapel discussion

Rob Neil and Perin supplied information on the vendors for this project. Rob will coordinate the scheduling of said vendors.

C. Fence repair discussion, located by the drain on the southeast side of the Cemetery

Discussion of using poles and chain link fence. Josh will follow up.

9. New Business

A. Barry Community Foundation (BCF) Funds Reports for March and April 2025.

Discussion of the fund and spending balances.

B. City Cemetery Fund FY 24-25 Revenues and Expenditures through April 2025.

Discussion of the fund balances.

10. Board member comments.

None

11. Public Comment.

None

12. Adjourn:

Motion by Watson and supported by Mayor Tossava to adjourn the meeting at 3:40 PM. Next meeting will be June 11 starting at the cemetery.

Guidelines for Public Comment

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Summary of Fund Activity
Riverside Cemetery Fund - # 00193

Fund Statement: 5/1/2025 through 5/31/2025

Beginning Fund Balance	1,412,845.05
Revenue	<u>0.00</u>
Expenses	
Total Change In Fund Balance	0.00
Ending Fund Balance	1,412,845.05
3000 Current Spending	(20,057.41)
3005 Spendable Contributions	286,939.74
3010 Investment Earnings	(36,754.81)
3020 NonSpendable	1,182,717.53
<u>Gift Summary</u>	
<u>Donor:</u>	<u>Date:</u>
<u>Grant Summry</u>	
<u>Grantee:</u>	<u>Date:</u>
[G/L Account No.] [Akoya Memo]	<u>Amount:</u>
	0.00
<u>Other Expense Summry</u>	
<u>Vendor:</u>	<u>Date:</u>
	<u>Amount:</u>

CITY OF HASTINGS
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2025

FUND 209 - CEMETERY FUND

	THIS MONTH ACTUAL 31-MAY-25	THIS YEAR FISCAL YTD 31-MAY-25	REVISED BUDGET 2024-2025	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-MAY-24	REVISED BUDGET 2023-2024	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL	
REVENUES									
209-100-403-000	CURRENT PRPTY TAXES - CEMETERY	.00	192,306.27	196,069	98%	204,577.35	207,480	99%	204,594.86
209-100-412-000	DELINQUENT PERSONAL PROP TAXES	.00	.00	100	0%	.00	100	0%	.00
209-100-432-000	PAYMNT IN LIEU OF TAXES (PILT)	.00	1,047.56	960	109%	954.99	900	106%	954.99
209-100-437-000	INDUSTRIAL FACILITIES TAXES	.00	1,552.65	2,750	56%	1,923.37	2,900	66%	1,923.37
209-100-445-000	PENALTIES & INTEREST ON TAXES	.00	1,169.00	400	292%	475.72	400	119%	475.72
209-100-496-000	BURIAL OPEN/CLOSE FEES	400.00	11,592.80	12,000	97%	8,425.00	12,000	70%	11,225.00
209-100-573-000	LOCAL COMM STABILIZATION SHARE	.00	.00	1,000	0%	.00	1,000	0%	.00
209-100-629-000	MONUMENT FOUNDATION FEES	540.00	5,872.80	7,000	84%	4,915.68	7,000	70%	6,006.88
209-100-642-000	CEMETERY BURIAL RIGHTS SALES	1,800.00	4,850.00	10,000	49%	5,700.00	10,000	57%	8,700.00
209-100-665-000	INTEREST EARNED ON DEP & INVST	.00	13,630.75	7,500	182%	16,035.37	3,000	535%	17,594.33
209-100-676-000	REIMBURSEMENT OF EXPENDITURES	.00	3,000.00	36,000	8%	.00	0	0%	.00
209-100-677-000	INSURANCE CLAIMS/REIMBURSEMNTS	.00	.00	0	0%	3,693.00	0	0%	3,693.00
TOTAL REVENUES		2,740.00	235,021.83	273,779	86%	246,700.48	244,780	101%	255,168.15
TOTAL REVENUE & INCOMING TRANSFERS		2,740.00	235,021.83	273,779	86%	246,700.48	244,780	101%	255,168.15

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CEMETERY									
209-567-703-000	ADMINISTRATR/SUPERVSR SALARIES	715.38	7,153.80	9,700	74%	8,788.55	95%	8,788.55	
209-567-704-000	PART-TIME WAGES	.00	.00	0	0%	.00	0%	.00	
209-567-709-000	SOCIAL SECURITY TAXES	54.30	544.73	742	73%	663.68	61%	663.68	
209-567-716-000	MERS DEFINED CONTRIBUTIONS	30.98	309.80	436	71%	362.21	95%	362.21	
209-567-717-010	MERS DEFINED BENEFIT HYBRID	40.55	341.25	534	64%	528.41	96%	556.57	
209-567-718-000	HEALTH INSURANCE - PREMIUMS	62.38	123.20	710	17%	601.24	88%	601.24	
209-567-718-010	HEALTH INSURANCE - HSA	3.57	31.14	0	0%	25.78	0%	30.21	
209-567-719-000	DENTAL INSURANCE PREMIUM	5.84	60.21	35	172%	252.29	35	721%	255.11
209-567-724-000	LIFE INSURANCE	1.17	10.55	14	75%	12.87	12	107%	12.87
209-567-751-000	OPERATING SUPPLIES	.00	.00	1,000	0%	129.50	1,000	13%	368.98
209-567-756-000	REPAIR & MAINTENANCE SUPPLIES	.00	.00	100	0%	25.58	100	26%	25.58
209-567-777-000	OFFICE SUPPLIES	.00	.00	100	0%	19.66	100	20%	19.66
209-567-801-000	PROFESSIONAL SERVICES	.00	.00	0	0%	242.50	0	0%	242.50
209-567-807-000	ARCHITECT SERVICES	.00	.00	0	0%	4,518.00	0	0%	4,518.00
209-567-808-000	SEXTON CONTRACTED SERVICES	.00	55,500.00	93,000	60%	69,375.00	90,000	77%	83,250.00
209-567-826-000	OPEN/CLOSING SERVICES	15,575.00	24,675.00	12,000	206%	8,500.00	12,000	71%	11,400.00
209-567-849-000	CELL PHONE/STIPEND	.00	.00	36	0%	30.00	36	83%	30.00
209-567-851-000	MAIL/POSTAGE	.00	.00	100	0%	.00	100	0%	.00
209-567-900-000	PRINTING AND PUBLISHING	.00	.00	500	0%	536.57	500	107%	536.57
209-567-915-000	MEMBERSHIPS	.00	.00	45	0%	.00	45	0%	.00
209-567-918-000	WATER/SEWER	.00	289.80	500	58%	137.24	500	27%	151.60
209-567-920-000	ELECTRIC	29.36	322.12	400	81%	349.55	400	87%	349.55
209-567-929-000	GROUNDS REPAIR AND MAINTENANCE	1,566.56	3,466.56	12,000	29%	5,337.00	12,000	44%	8,837.00
209-567-929-010	MONUMENT FOUND SETTINGS & REP	.00	42,403.76	40,000	106%	44,184.32	40,000	110%	47,331.20
209-567-929-020	TREE TRIMMING AND REMOVALS	.00	.00	2,500	0%	1,837.30	2,500	73%	1,837.30
209-567-933-000	SOFTWARE MAINTENANCE AGREEMNTS	738.00	738.00	650	114%	716.00	650	110%	716.00
209-567-935-000	PROPERTY LIABILITY INSURANCE	.00	442.00	500	88%	399.00	500	80%	399.00
209-567-939-000	WORKERS COMPENSATION INSURANCE	.00	34.68	60	58%	36.04	60	60%	36.04
209-567-940-000	EQUIPMENT FUND RENTALS	.00	480.72	1,000	48%	.00	1,000	0%	.00
209-567-947-000	GIS SERVICES	.00	.00	500	0%	.00	500	0%	.00
209-567-965-000	PROPERTY TAX REIMBURSEMENT	.00	.00	200	0%	.00	200	0%	.00
209-567-974-000	LAND IMPROVEMENTS - DEPRECIABL	.00	104,634.40	125,000	84%	.00	89,850	0%	12,430.00
209-567-974-010	LAND IMPROVEMENTS - NON-DEPRCB	.00	.00	10,000	0%	.00	10,000	0%	.00
TOTAL CEMETERY		18,823.09	241,561.72	312,362	77%	147,608.29	279,100	53%	183,749.42

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TOTAL EXPENDITURES & OUT TRANSFERS	18,823.09	241,561.72	312,362	77%	147,608.29	279,100	53%	183,749.42
NET REVENUES OVER EXPENDITURES	(16,083.09)	(6,539.89)	(38,583)		99,092.19	(34,320)		71,418.73