

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

**Riverside Cemetery Preservation Advisory Board Meeting Agenda
July 9, 2025**

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 June 11, 2025.
6. Public comment and communications.
7. Sexton Update
8. Unfinished Business.
 - A. Quote for Memorial Space Flagpole installation and new burial sections to seek funding through BCF.
 - B. Fence replacement-status of quote
9. New Business
 - A. Barry Community Foundation (BCF) Funds Reports for June 2025.
 - B. City Cemetery Fund FY 24-25 Revenues and Expenditures through June 2025.

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
June 11, 2025**

1. Call to Order: Meeting started at the Memorial Space in Riverside Cemetery at 3pm. Then reconvened at City Hall at 3:50pm
2. Roll Call: Present; Buehl, Coleman, Tossava. Joined at City Hall Perin. Absent; Watson, Gettys, and Neil
3. Pledge of Allegiance.
4. Approval of the Agenda.

Motion by Tossava and supported by Coleman to approve the Agenda for the Riverside Cemetery Preservation Advisory Board for June 11, 2025. All ayes, motion carried.

5. Approval of the Minutes of the meeting of May 14, 2025.

Motion by Tossava and supported by Coleman to approve the minutes from May 14, 2025, of the Riverside Cemetery Preservation Advisory Board meeting. All ayes, motion carried.

6. Public comment and communications.

None

7. Sexton Update

Josh was present to give the update. All recent storm debris has been cleaned up. Foundation repairs are in progress.

8. Unfinished Business.

- A. Discuss the Memorial Space possible Flagpole.

Discussion was held and Josh will provide a quote for the work and materials to install a flagpole on the east side of the memorial space.

B. Discuss the Memorial Space Phase II

Discussion to move talks of Phase II to later in the summer.

C. Chapel progress.

Work is to be completed next week on the chapel, and we will have a progress report for the next meeting.

D. Fence replacement progress.

Discussion was held and Josh will also provide a quote on labor and materials to fix and replace with a cable type fence.

E. Location of the proposed new burial sections.

Josh made an estimation of being able to clear space for 200 plots just North of the memorial space and 800 plots just west of the memorial space. 100 cremains plots can be added to the at the intersection of W State Rd and Country Club Dr. Josh will provide a quote to be given to the City Manager and City Council for approval.

9. New Business

A. Barry Community Foundation (BCF) Funds Report for May 2025.

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

Motion by Coleman and supported by Tossava to accept the financial reports as presented. All ayes, motion carried.

C. Discuss going to quarterly meetings.

Discussed setting the next meeting date at each meeting giving the option to skip months when there is little to be put on the agenda.

10. Board member comments.

Positive comments were made on the productive meeting.

11. Public Comment.

None

12. Adjourn:

Motion by Tossava and supported by Perin to adjourn meeting at 4:35 PM. Next meeting will be July 9, 2025

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ESTIMATE

Wickham Cemetery Care, LLC
3590 E Barnum Rd
Hastings, MI

wickhamcemeterycare@gmailcom
+1 (269) 589-9816



Bill to
Riverside Cemetery - City Of Hastings

Estimate details

Estimate no.: 1022
Estimate date: 06/27/2025

#	Date	Product or service	Description	Amount
1.		Bid for Services	Flag Pole	\$3,300.00
2.		Bid for Services	Foundation for Flag Pole	\$700.00
3.		Bid for Services	Flag	\$333.00
4.		Bid for Services	Tree Removal Trimming	\$800.00
Total				\$5,133.00

Accepted date

Accepted by

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Wickham Cemetery Care, LLC
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Bill to
Riverside Cemetery - City Of Hastings

Estimate details

Estimate no.: 1021
Estimate date: 06/27/2025

#	Date	Product or service	Description	Amount
1.		Bid for Services	Tree Removal Services Clear Cut Stump Ground Leveling	\$30,000.00
2.		Bid for Services	1000 Corner Markers and placement with map	\$10,000.00
Total				\$40,000.00

Accepted date

Accepted by



Summary of Fund Activity
Riverside Cemetery Fund - # 00193

Fund Statement: 6/1/2025 through 6/30/2025

Beginning Fund Balance		1,474,627.47
Revenue		0.00
Expenses		
Total Change In Fund Balance		0.00
Ending Fund Balance		1,474,627.47
3000 Current Spending		(20,057.41)
3005 Spendable Contributions		286,939.74
3010 Investment Earnings		25,027.61
3020 NonSpendable		1,182,717.53
Gift Summary		
Donor:	Date:	
Grant Summry		
Grantee:	Date:	Amount:
[G/L Account No.] [Akoya Memo]	[Posting Date]	0.00
Other Expense Summry		
Vendor:	Date:	Amount:

CITY OF HASTINGS
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2025

FUND 209 - CEMETERY FUND

	THIS MONTH ACTUAL 30-JUN-25	THIS YEAR FISCAL YTD 30-JUN-25	REVISED BUDGET 2024-2025	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-24	REVISED BUDGET 2023-2024	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
REVENUES								
209-100-403-000 CURRENT PRPTY TAXES - CEMETERY	4,244.70	196,550.97	196,069	100%	204,594.86	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	253.78	1,422.78	400	356%	475.72	400	119%	475.72
209-100-496-000 BURIAL OPEN/CLOSE FEES	870.00	12,462.80	12,000	104%	11,225.00	12,000	94%	11,225.00
209-100-573-000 LOCAL COMM STABILIZATION SHARE	.00	.00	0	0%	.00	1,000	0%	.00
209-100-629-000 MONUMENT FOUNDATION FEES	1,224.80	7,097.60	7,000	101%	6,006.88	7,000	86%	6,006.88
209-100-642-000 CEMETERY BURIAL RIGHTS SALES	3,600.00	8,450.00	10,000	85%	8,700.00	10,000	87%	8,700.00
209-100-665-000 INTEREST EARNED ON DEP & INVST	.00	14,944.01	7,500	199%	17,514.92	3,000	584%	17,594.33
209-100-676-000 REMIBURSEMENT OF EXPENDITURES	.00	3,000.00	0	0%	.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	10,193.28	246,528.37	236,779	104%	255,088.74	244,780	104%	255,168.15
TOTAL REVENUE & INCOMING TRANSFERS	10,193.28	246,528.37	236,779	104%	255,088.74	244,780	104%	255,168.15

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FUND 209 - CEMETERY FUND

	THIS MONTH	THIS YEAR	REVISED	THIS YEAR	LAST YEAR	REVISED	LAST YEAR	LAST YEAR
	ACTUAL	FISCAL YTD	BUDGET	YTD % OF	FISCAL YTD	BUDGET	YTD % OF	FULL YEAR
	30-JUN-25	30-JUN-25	2024-2025	BUDGET	30-JUN-24	2023-2024	BUDGET	ACTUAL
	715.38	7,869.18	9,700	81%	8,788.55	9,300	95%	8,788.55
	.00	.00	0	0%	.00	5,000	0%	.00
	54.30	599.03	742	81%	663.68	1,094	61%	663.68
	30.68	340.48	436	78%	362.21	380	95%	362.21
	40.85	382.10	534	72%	556.57	551	101%	556.57
	120.40	243.60	710	34%	601.24	687	88%	601.24
	3.57	34.71	0	0%	25.78	0	0%	30.21
	5.84	66.05	35	189%	255.11	35	729%	255.11
	.00	10.55	14	75%	12.87	12	107%	12.87
	.00	.00	1,000	0%	129.50	1,000	13%	368.98
	.00	.00	100	0%	25.58	100	26%	25.58
	.00	.00	100	0%	19.66	100	20%	19.66
	.00	.00	0	0%	242.50	0	0%	242.50
	.00	.00	0	0%	4,518.00	0	0%	4,518.00
	13,875.00	69,375.00	93,000	75%	76,312.50	90,000	85%	83,250.00
(13,875.00)	10,800.00	12,000	90%	10,700.00	12,000	89%	11,400.00
	.00	.00	36	0%	30.00	36	83%	30.00
	.00	.00	100	0%	.00	100	0%	.00
	.00	.00	500	0%	536.57	500	107%	536.57
	.00	.00	45	0%	.00	45	0%	.00
	10.09	299.89	500	60%	151.60	500	30%	151.60
	29.25	351.37	400	88%	349.55	400	87%	349.55
(1,467.02)	1,999.54	12,000	17%	5,337.00	12,000	44%	8,837.00
	1,066.56	43,470.32	40,000	109%	44,726.40	40,000	112%	47,331.20
	500.00	500.00	2,500	20%	1,837.30	2,500	73%	1,837.30
	.00	738.00	650	114%	716.00	650	110%	716.00
	.00	442.00	500	88%	399.00	500	80%	399.00
	.00	34.68	60	58%	36.04	60	60%	36.04
	.00	480.72	1,000	48%	.00	1,000	0%	.00
	.00	.00	500	0%	.00	500	0%	.00
	.00	.00	200	0%	.00	200	0%	.00
	5,221.05	109,855.45	125,000	88%	8,387.50	89,850	9%	12,430.00
	.00	.00	10,000	0%	.00	10,000	0%	.00
	700.00	700.00	0	0%	.00	0	0%	.00
	7,030.95	248,592.67	312,362	80%	165,720.71	279,100	59%	183,749.42

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TOTAL EXPENDITURES & OUT TRANSFERS	7,030.95	248,592.67	312,362	80%	165,720.71	279,100	59%	183,749.42
NET REVENUES OVER EXPENDITURES	3,162.33	(2,064.30)	(75,583)		89,368.03	(34,320)		71,418.73