

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

Riverside Cemetery Preservation Advisory Board Meeting Agenda
June 14, 2023

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Pledge of Allegiance
5. Approval of the Minutes of the Meeting of May 10, 2023
6. Public Comment and Communications
7. Sexton Update
8. Unfinished Business
 - A. Sign for Unmarked Graves – Chris Bever
 - B. Cemetery Memorial Design
 - C. Riverside Cemetery Capital Improvement and Development Plan
9. New Business
 - A. Barry County Foundation (BCF) Funds Report as of May 31, 2023
 - B. Fiscal Year 2023 Revenues and Expenditures through April 30, 2023
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 10, 2023**

Note: Meeting began at 3:00 PM in City Council Chambers

1. Call to Order by Bonnie Huntley at 3:00pm in City Council Chambers
2. Present at roll call: Mayor Tossava, Huntley, Bever, Tate. Absent Buehl, Coleman, and Watson. Also in attendance: Bob Ford and David Purves with Landscape Architects and Planners, Amy Hubbell, and Jim Wiswell. Josh Wickham arrived later in the meeting.
3. Approval of the Agenda

Add 9. D. Unfinished Business

Motion by Mayor Tossava and supported by Tate to approve agenda as amended. All Ayes. Motion carried.
4. Pledge of Allegiance
5. Approval of the Minutes of the Meeting of April 12, 2023

Motion made by Mayor Tossava and supported by Tate. All Ayes. Motion carried.
6. Presentation by Landscape Architects and Planners – Proposed Cemetery Memorial. Four options were presented and discussed. Changes need to be made to the road portion of the options. Copies of the presentation will be made available to the absent members of the board. Further discussion will be on the next agenda after absent members have a chance to look at the options presented.
7. Public Comment and Communications

None.
8. Sexton Update

Josh Wickham provided an update on maintenance and repair activities at the cemetery. Discussed the possibility of cameras being installed due to fence theft.
9. Unfinished Business

A. Cemetery Ordinance – Chris Bever

Bever provided information that the ordinance is compliant as is. No changes will be needed.

B. Community Outreach – Chris Bever

Bever provided an update that the requested community members were added to the list to receive an agenda and those members indeed received meeting materials.

C. Sign for Unmarked Graves – Amy Hubbell

Hubbell will provide an update on the sign installation at the next meeting.

D. Riverside Cemetery Capital Improvement and Development Plan – Bonnie Huntley

Bonnie Huntley provided the previous Riverside Cemetery Capital Improvement and Development Plan to board members. It was agreed that this document would be discussed at the next board meeting to determine potential updates.

10. New Business

A. Barry County Foundation (BCF) Funds Report as of April 30, 2023

Presented and accepted without discussion.

B. Fiscal Year 2023 Revenues and Expenditures through March 31, 2023

Presented and accepted without discussion.

C. Summary of Approved Fiscal Year 2024 Cemetery Fund Budget (to be provided at meeting)

Bever discussed the increase of the foundation repair budget.5.

11. Board Member Comments

It was agreed that the proposed cemetery memorial project would be discussed at the June meeting. Landscape Architects and Planners will not be required to be at the meeting.

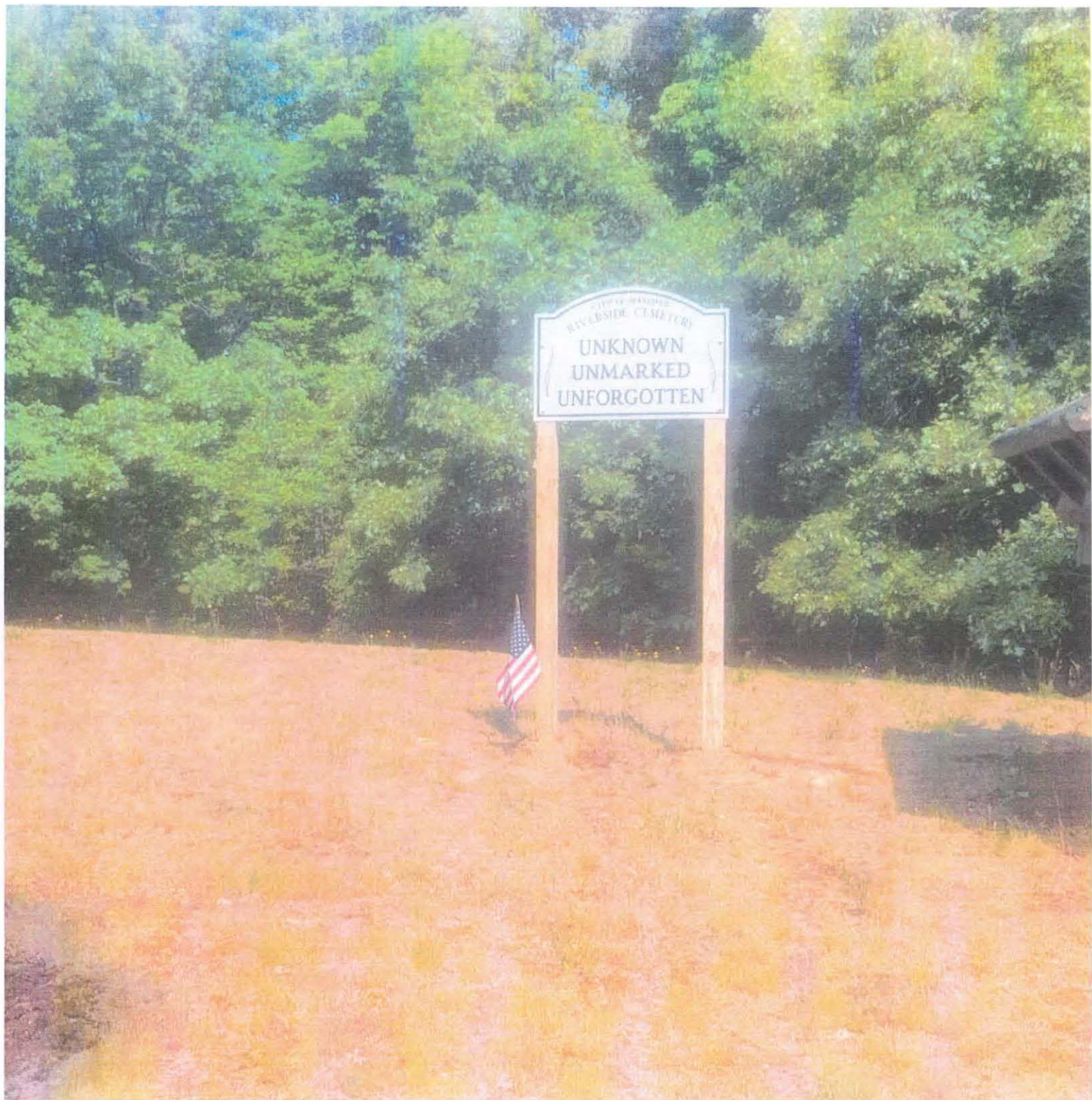
12. Public Comment

Jim Wiswell provided comments to the advisory board.

13. Adjourn

Motion made by Mayor Tossava and supported by Bever to adjourn at 4:45pm.
The next meeting is Wednesday, June 14, 2023 at 3:00pm in City Hall





THE MASTER PLAN FOR THE CITY PROCLAIMS,
"WE TREASURE THE OLD, PROGRESS WITH THE NEW"



HASTINGS MICHIGAN





CITY OF HASTINGS
RIVERSIDE CEMETERY

ESTABLISHED
1870



RIVERSIDE CEMETERY
MEMORIAL GARDEN
PRECEDENCE IMAGERY

1003 W STATE ROAD
HASTINGS, MI 49058





History of the Automobile in Lansing



REO Model Eight Professional Flyer

- 1897 Olds Motor Vehicle Company forms, Michigan's first operating motor vehicle company.
- 1899 Investors move Olds Motor Vehicle Company to a new factory in Detroit, which they name Olds Motor Works, although engine production remains in Lansing.
- 1901 A fire destroys the Olds Motor Works Detroit factory.
- 1903 The Oldsmobile Curved Dash became the first gasoline powered vehicle in the world to be mass produced on an assembly line.
- 1904 Ransom E. Olds leaves Olds Motor Works and starts REO Motor Car Company.
- 1905 Olds Motor Works continues to build vehicles in both Detroit and Lansing until 1905 when the company consolidated back in Lansing.
- 1908 Oldsmobile merges with General Motors.
- 1915 REO Motor Car Company introduces the REO Speedwagon, the forerunner of today's pickup truck.
- 1918-1975 Duplex Truck produces vehicles in Lansing.
- 1920-1931 Durant Motors produces Durant and Star Autos in Lansing.
- 1941 Oldsmobile's assembly line in Lansing changes production to provide munitions, various forgings, and aircraft engine parts to the military during World War II. Their battle cry was "Keep 'Em Fixing" and that's just what they did. As the men of the Oldsmobile labor force go off to war, more than 2,600 women replace them on the assembly lines, along with a diverse workforce working side by side.
- 1941 During World War II the REO auto plant had military contracts for trucks of all kinds, from simple troop transportation and parts to tank transporters. Also, REO in Lansing manufactured projectile bomb fuses for the defense department.
- 1949 The first Rocket V8 engine is produced.
- 1962 The iconic Oldsmobile Cutlass is introduced.
- 1985 Oldsmobile introduces its first front wheel drive car, the Cutlass.
- 2001 General Motors begins production at its Grand River Assembly plant in Lansing.
- 2004 The Oldsmobile brand is phased out. It was the oldest surviving American automobile.
- 2005 General Motors Lansing Car Assembly the longest operating automobile factory in the United States closes.
- 2006 General Motors begins production at its new Lansing Delta Assembly plant.
- Today Through innovation and the hard working spirit of its people, Lansing continues to be a leader in the automotive industry and will assuredly continue to be into the future.

Just a few of the many iconic vehicles manufactured in Lansing:



1901 Oldsmobile Curved Dash



1915 REO Speedwagon



1941 REO Lansing Motor



1920-1931 Durant Motors



1962 Oldsmobile Cutlass



2006 GM Lansing Delta Assembly plant

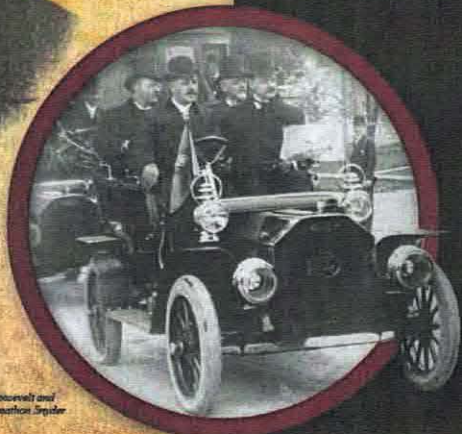


2015 Chevy Camaro

Ransom Eli Olds



Pictured: Ransom Olds driving Theodore Roosevelt and Michigan Agricultural College President Jonathan Squire



A Brief History of R.E. Olds

Ransom Eli Olds was born in Geneva, Ohio, in 1864 on the family farm. At an early age he decided that life would be better without horses. He began tinkering with engines in his spare time while working at the P.E. Olds & Son machine shop that his father and brother had established after the family move to Lansing, Michigan, in 1880. The first successful product of the shop was a small gasoline-fueled steam engine. R.E.'s first self-propelled vehicle was a three-wheeled cart built in 1887 followed by a four-wheeled vehicle, both propelled by the company's steam engines. The four-wheeled vehicle became the first U.S. made motor vehicle to be exported when it was bought by the Times Company in India.

R.E.'s first internal combustion powered vehicle was built in 1896, becoming the foundation of Oldsmobile in 1897. The company was able to survive with very limited vehicle sales supported by the stationary engine business until the advent of the curved dash runabout in 1901. The curved dash became the highest volume auto in the world requiring many innovative manufacturing techniques, including a progressive assembly line. Due to business decisions being made by the major investors, he severed all connections to Olds Motor Works early in 1904. His retirement was brief. Later in 1904 he founded Reo Motor Car Company in Lansing and was in charge. In 1910 he established Reo Motor Truck Company. It was a success from the start. Although Reo passenger car production ended in 1936, trucks were made into 1975.

“

"Ransom thinks he can put an engine in a buggy and make the contraption carry him over the roads. If he doesn't get killed at his fool undertaking, I will be satisfied!"
-Pliny Olds, Father of Ransom E. Olds

”

R. E. Olds' legacy lives on in Lansing. Although Oldsmobile is no longer in business, Lansing still has an important General Motors presence. His mark is left around the city if you know where to look. His story is told at the R. E. Olds Transportation Museum in Lansing. www.oldsmuseum.org

Even with all his business activities R.E. with his wife Metta and their two daughters were often able to travel around the U.S. and overseas. They had a summer home on Grosse Ile (Detroit) and later in northern Michigan and a winter home in Fort Lauderdale, Florida. The homes allowed him to pursue his passion of yachting, owning many over the years.

Although he was active on and off in Reo management into 1936, he found time to establish his own town of Oldsmar, Florida, a planned community for working people. This enterprise was one of R.E.'s failures, losing millions of dollars. In addition he and Metta funded a club house for Lansing's women's clubs and established a retirement home for clergy in Florida. They provided funds to rebuild the engineering building at Michigan State College, the first privately funded building on campus and supported building projects at other colleges. Meantime R.E. financed the construction of a 21-story office building and a 350-room hotel in Lansing.

He was active in the Baptist church, funding an addition, donated a Boy Scout camp in northern Michigan and established the R.E. Olds Foundation that continues to fund community projects.

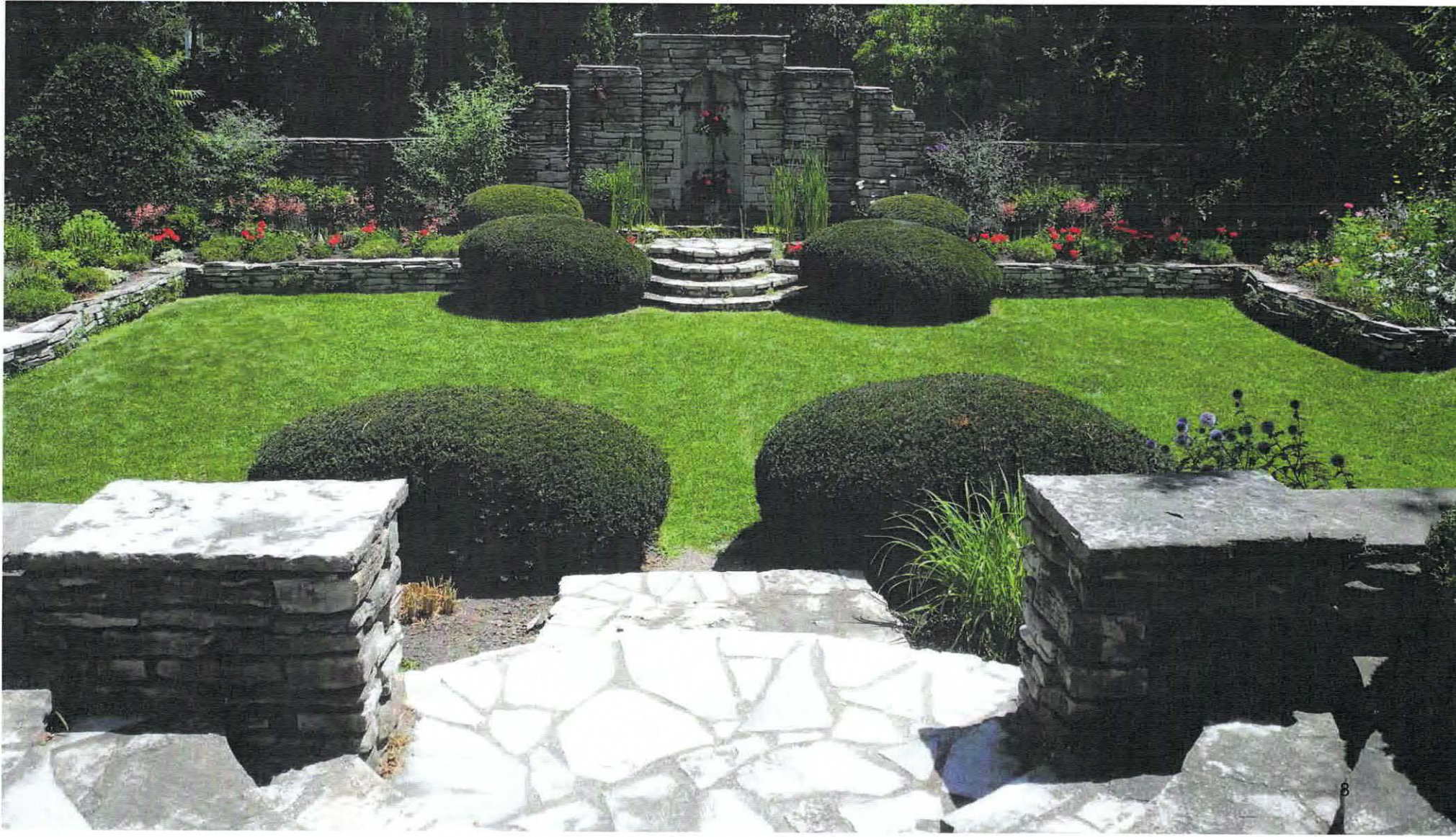
Both he and Metta died in 1950 and are interred in Lansing's Mt. Hope Cemetery.



NEAR THIS SITE IN
1886
RANSOM ELI OLDS
DESIGNED BUILT AND
FIRST DROVE A STEAM
POWERED HORSELESS
CARRIAGE IN 1893
HE BROUGHT OUT HIS
FIRST AUTOMOBILE
USING GASOLINE ENGINE
POWER IN 1897
HE ORGANIZED THE
OLDS MOTOR VEHICLE
COMPANY AND PRODUCED
A CAR NAMED THE
OLDSMOBILE IN 1901
HE FIRST APPLIED MASS
PRODUCTION METHODS
TO AUTOMOBILE
MANUFACTURING

THIS MONUMENT IS
ERECTED IN LOVING
MEMORY BY HIS WIFE
METTA WOODWARD OLDS
A D 1953

















ARMED FORCES OF THE UNITED STATES

AUGMENTATION TO THE UNITED STATES

UNITED STATES

PRIVATE

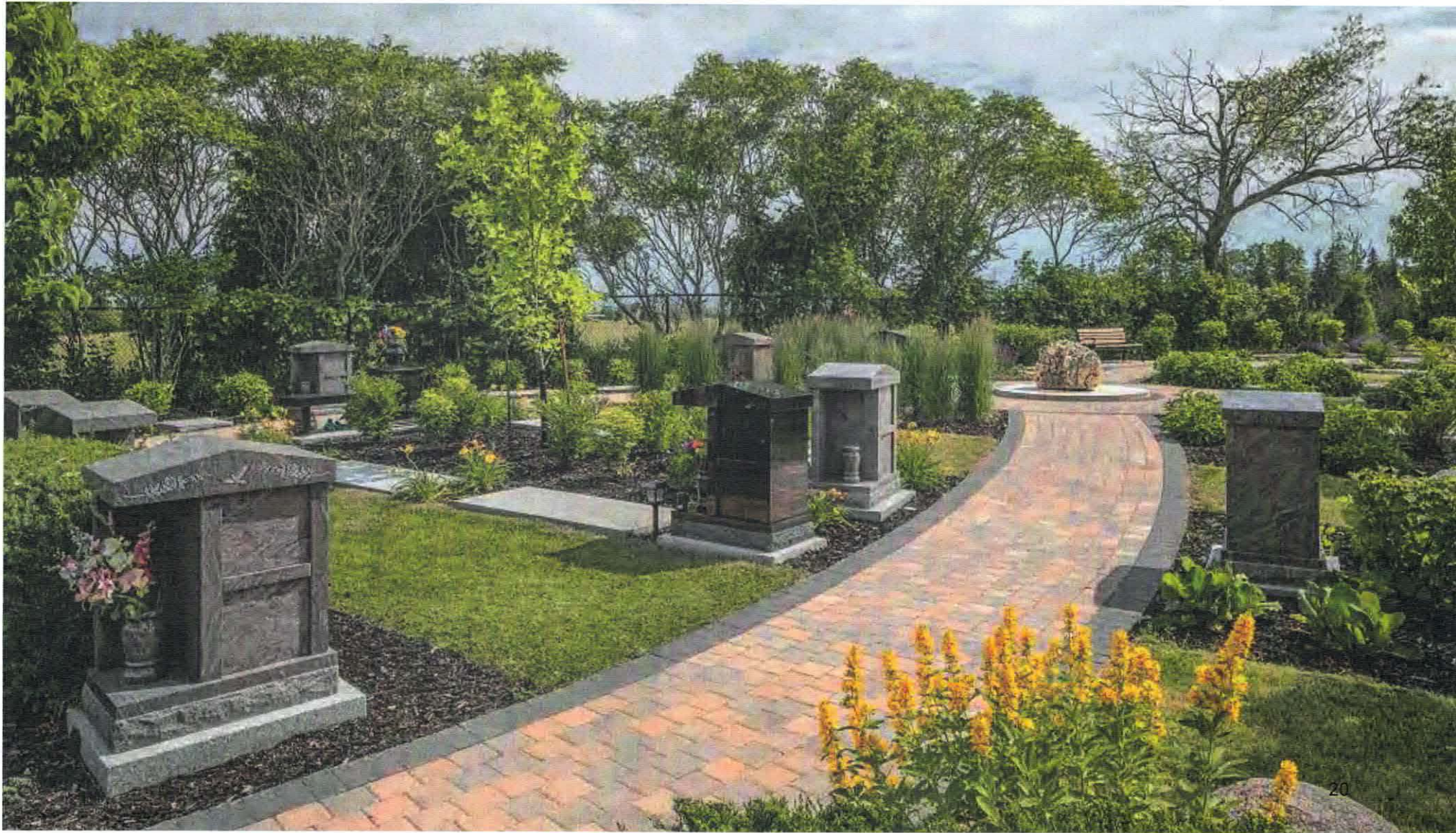










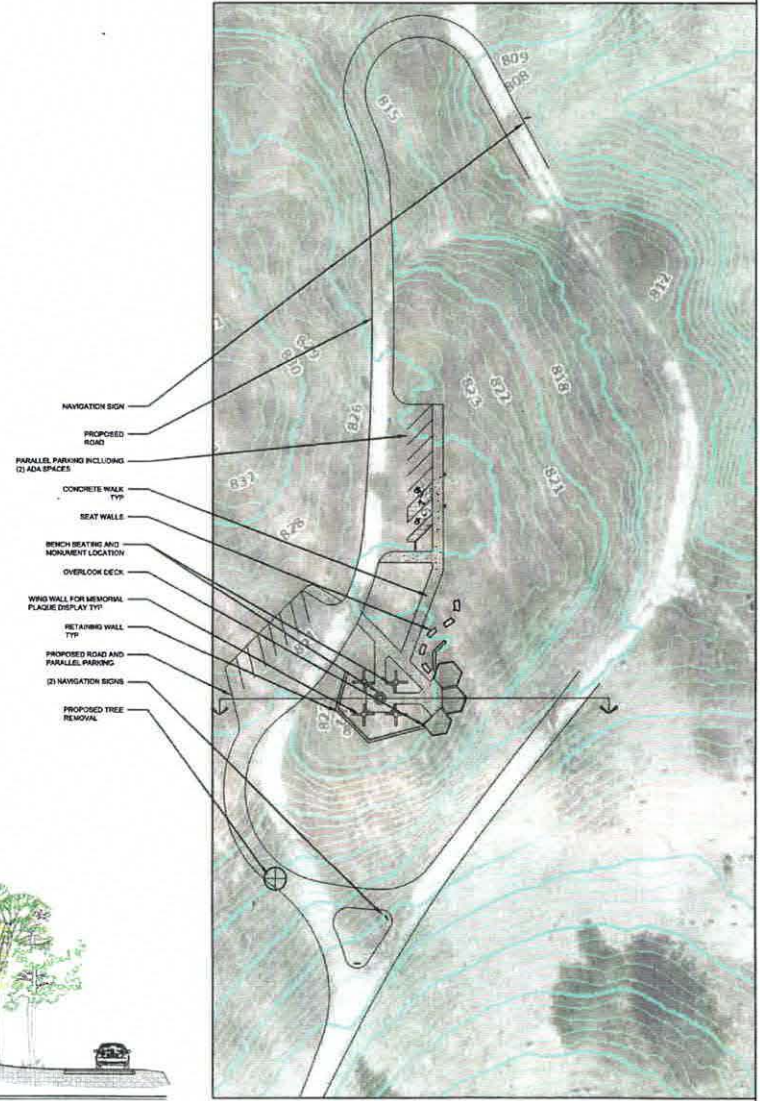
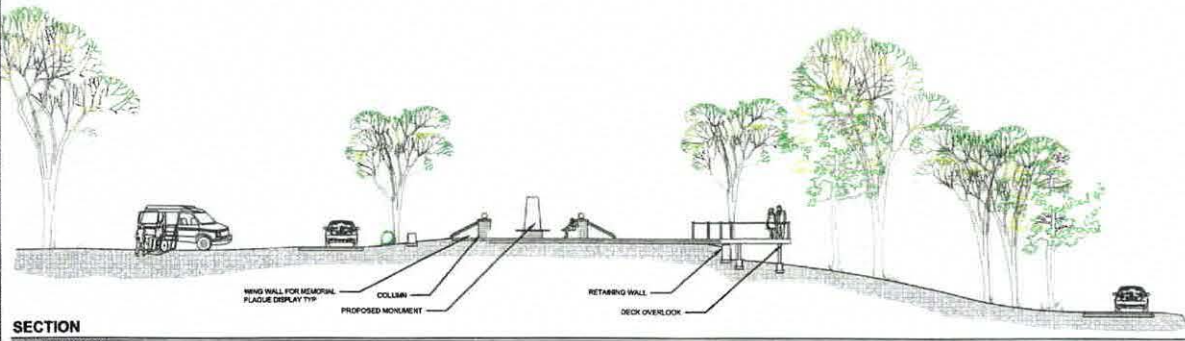








A



LANDSCAPE ARCHITECTS PLANNERS

OAKLAND CENTER
 800 CENTER STREET
 SUITE ONE
 LA JOLLA, CA 92037
 P: (317) 862-8800
 F: (317) 862-8876
 info@lapi.com

REVISIONS	DATE	COMMENTS

CITY OF HASTINGS PUBLIC WORKS

301 S. STATE STREET
 HASTINGS, MI 48033
 (734) 291-2000

REVERSIDE CEMETERY MEMORIAL GARDEN 23011
SITE LAYOUT PLAN

DATE: 06/23/2021
 DRAWN BY: JDP
 CHECKED BY: JDP
 PROJECT NO: 20111
 SCALE: AS SHOWN
 SHEET NO: 031

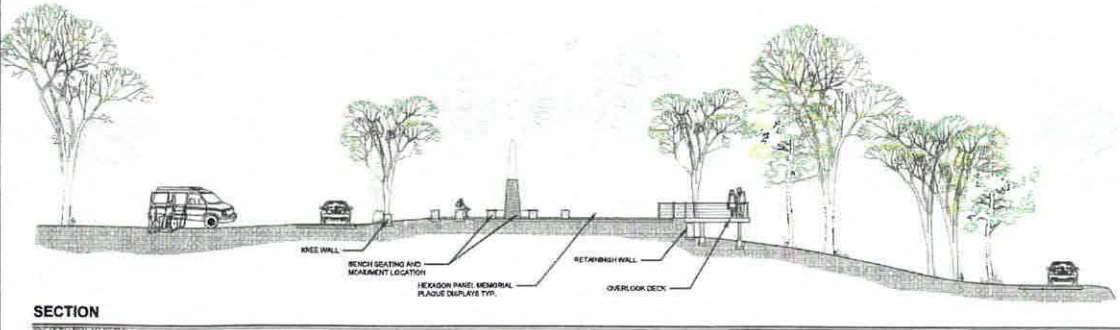
SHEET C3 1



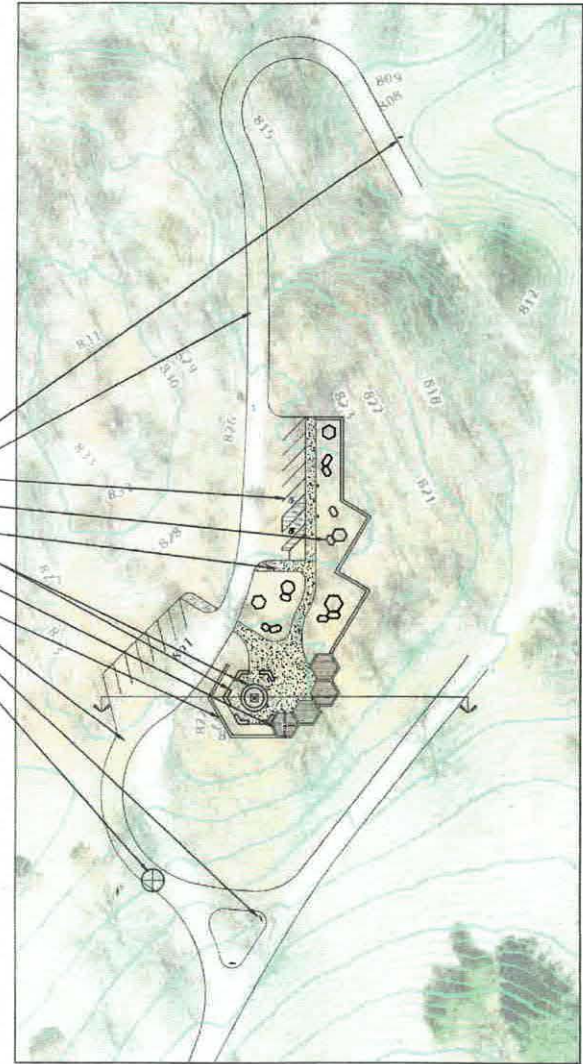
811
 Know what's below.
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PROJECTS: 20210111 HASTINGS REVERSIDE CEMETERY MEMORIAL GARDEN 23011 AND PRESENTATION BOARD/03/2021/SITE LAYOUT PLAN/03

B



- SIGN
- PROPOSED ROAD
- PARALLEL PARKING INCLUDING (1) ADA SPACES
- HEXAGON PANEL MEMORIAL PLAQUE DISPLAYS TYP.
- CONCRETE WALK TYP.
- BENCH SEATING AND MONUMENT LOCATION
- OVERLOOK DECK
- RETAINING WALL TYP.
- PROPOSED ROAD AND PARALLEL PARKING
- (2) NAVIGATION SIGNS
- PROPOSED TREE REMOVAL



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 ONE AND CENTER
 400 CENTER STREET
 SUITE ONE
 LAWRENCE, MA 01840
 P: (978) 686-8800
 F: (978) 686-8071
 info@laplan.com

REVISIONS	DATE	COMMENTS

CITY OF HASTINGS
 PUBLIC WORKS
 100 W. STATE ST. HASTINGS, MA 01906
 P: (978) 686-3400

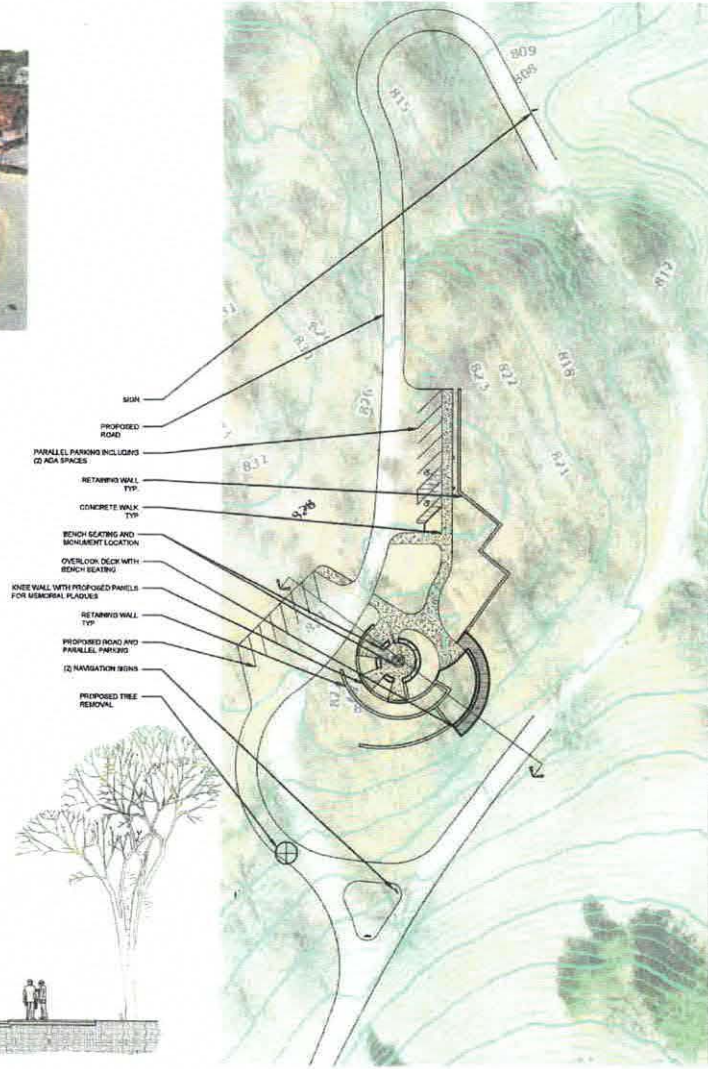
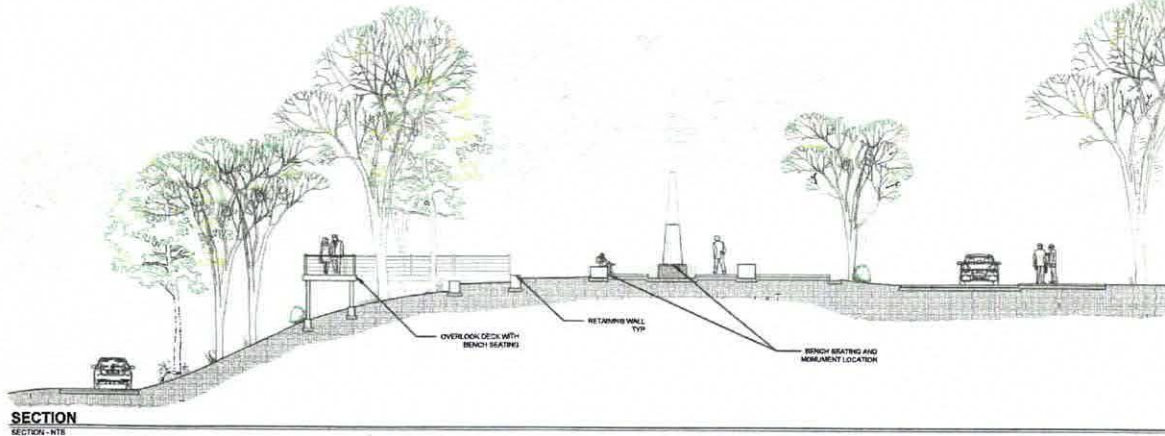
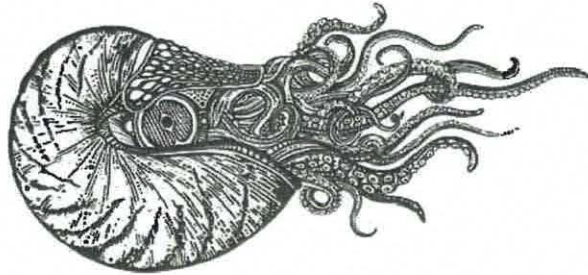
RIVERSIDE CEMETERY MEMORIAL GARDEN 2011
SITE LAYOUT PLAN
 100 W. STATE ST. HASTINGS, MA 01906

DATE: 10/20/11
 DRAWING NO.: 11-00023-10-01
 SCALE: AS SHOWN
 SHEET NO.: 3 OF 3

SHEET C3.2

PROJECT: RIVERSIDE CEMETERY MEMORIAL GARDEN 2011; HASTINGS RIVERSIDE CEMETERY MEMORIAL GARDEN 2011; HASTINGS RIVERSIDE CEMETERY MEMORIAL GARDEN 2011; HASTINGS RIVERSIDE CEMETERY MEMORIAL GARDEN 2011; HASTINGS RIVERSIDE CEMETERY MEMORIAL GARDEN 2011

C



LANDSCAPE ARCHITECTS PLANNERS
 3041 AND CENTER
 300 CENTER STREET
 GATE ONE
 LAUREL, MISSOURI
 P (314) 465-8500
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 info@lapl.com

REVISIONS	INITIALS	DATE	COMMENTS

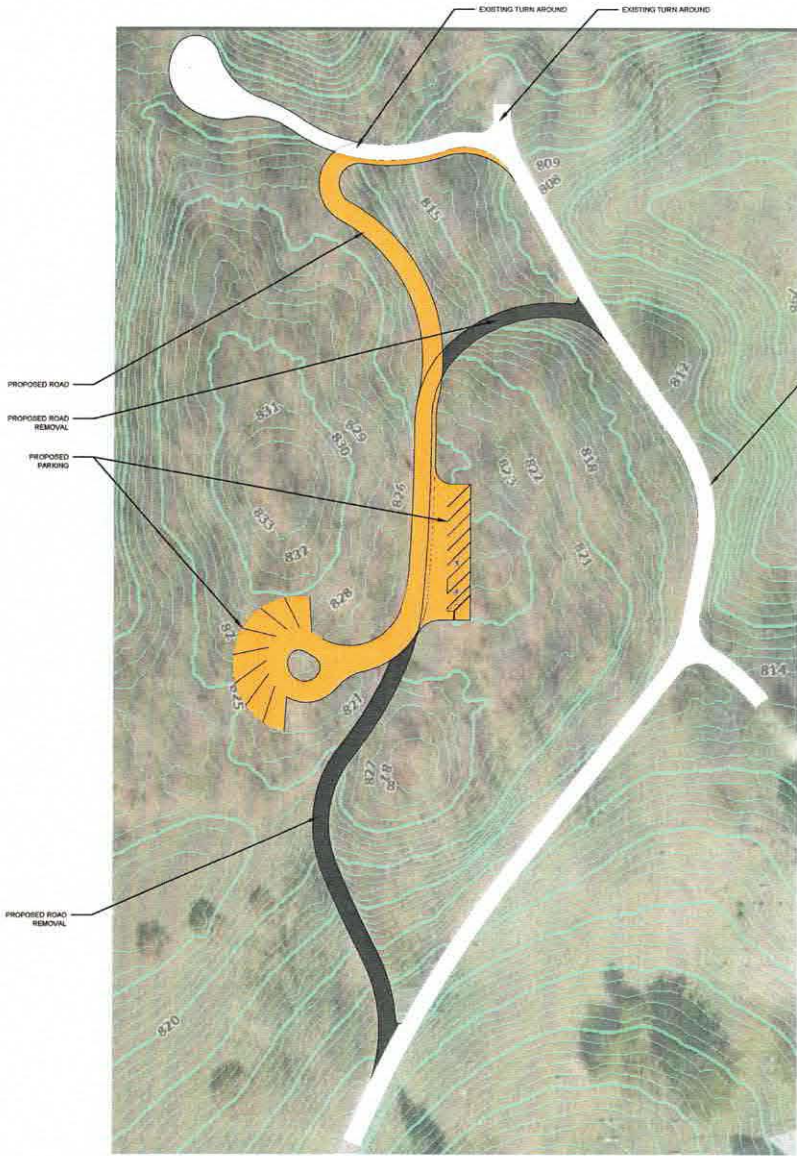
CITY OF HASTINGS
 PUBLIC WORKS
 301 E. STATE STREET
 P.O. BOX 1048
 HASTINGS, MO 64401

REVERSIDE CEMETERY MEMORIAL GARDEN 2011
 SITE LAYOUT PLAN
 1/200 N. STATE ST. HASTINGS, MO

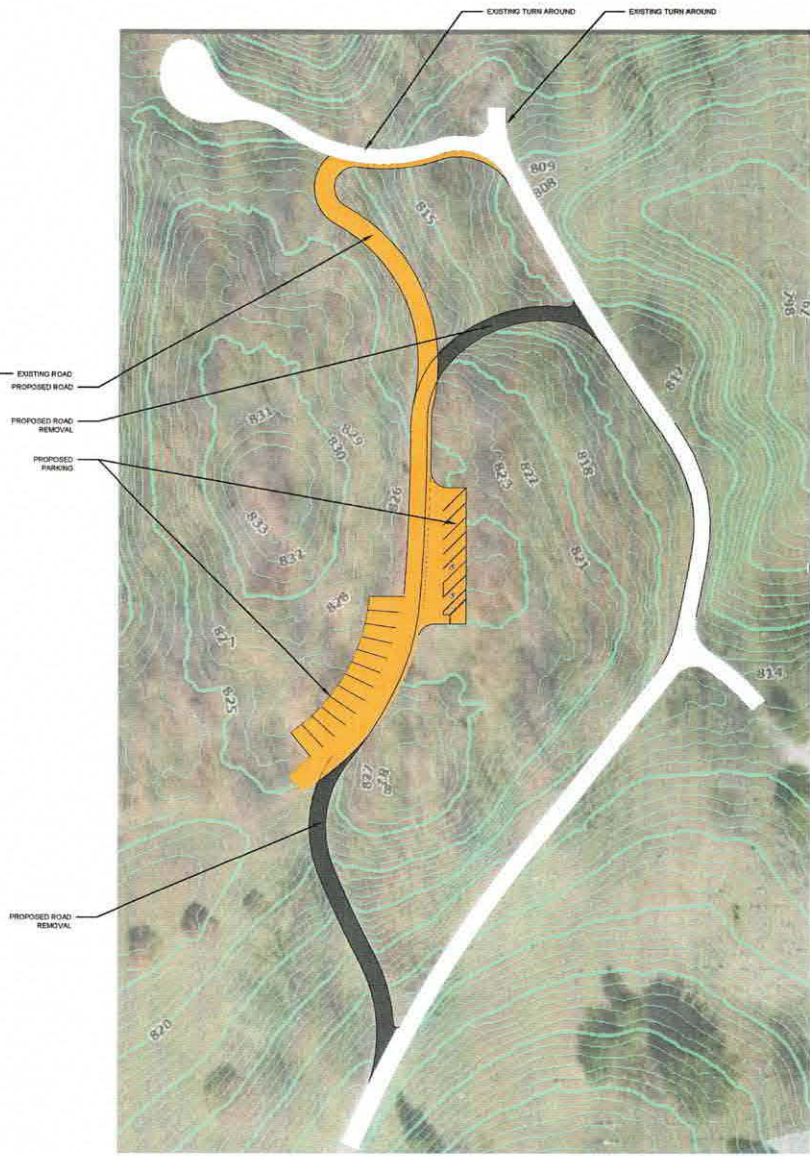
DATE: 08/08/2011	SCALE: 1/200
DRAWN BY: J. HARRIS	SCALE: 1/200
CHECKED BY: J. HARRIS	SCALE: 1/200
DESIGNED BY: J. HARRIS	SCALE: 1/200
PROJECT NO: 11-0001	SCALE: 1/200

SHEET C3.0

PROJECT: 11-0001 REVERSIDE CEMETERY MEMORIAL GARDEN 2011 SITE LAYOUT PLAN



PROPOSED PARKING DESIGN A



PROPOSED PARKING DESIGN B



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OSLAND CENTER
100 CENTER STREET
SUITE 200
LAUREL, MA 01906
P: 517-485-5555
F: 517-485-5276
info@lapinc.net

REVISIONS	DATE	COMMENTS

CITY OF HASTINGS
PUBLIC WORKS
301 E. STATE STREET
HASTINGS, MA 01906
P: 517-485-5488

RIVERSIDE CEMETERY MEMORIAL GARDEN 2011
EXISTING ROAD AND PROPOSED ROAD AND PARKING
100 W. STATE ST. HASTINGS, MA 01906

DATE: 06/16/2023
DESIGNED BY: J.P. LUK
CHECKED BY: J.P. LUK
PROJECT NO.: 2011
SCALE: AS SHOWN
SHEET NO.: 10A

SHEET D

GOALS AND OBJECTIVES

As a result of direct input from citizens, stakeholders, City officials, and City staff, the City of Hastings has developed the following goals and objectives in order to guide the management and development of Riverside Cemetery for the next 5 years. Goals and objectives are meant to guide the intent of the actions to be taken but flexible enough to reflect changing attitudes and opportunities. The goals are long-range in nature and intended to be broad in scope to accommodate future change. The objectives are short-range in nature and intended to direct specific program and development decisions to be made in the next five years.

GOAL 1

Maintain the historic character, layout, and setting of the site.

Objectives

- Restore and repair the existing historic fence
- Restore and repurpose the existing chapel structure
- Maintain the current internal road alignment
- Explore options for traditional entry sign or gate

Actions

- Engage a blacksmith or fence fabricator to find replacement parts and make recommendations for fence repair and repainting
- Move the maintenance facility out of the chapel and relocate elsewhere on site
- Engage a specialized cemetery architect to program the interior space and explore options for exterior renovations
- Design a new main entry sign for the cemetery
- Regrade the existing roads to provide positive drainage and align the roads to maintain the current character of the site but avoid conflicts with headstones

GOAL 2

Provide visitors with an accessible and attractive place to remember and reflect.

Objectives

- Provide well drained and accessible access drives
- Provide convenient water service for use in watering grave sites
- Improve the exterior aesthetic appearance and develop a "main" entrance
- Provide walking trails, seating areas, and reflection spaces
- Improve erosion issues along the river and stream banks

Actions

- Obtain site topography for engineering design
- Engage with a design profession to develop engineering construction plans
- Design a storm water management system to drain the roads
- Add new curbing and new gravel surface to the existing roads

- Upgrade the existing water line to provide capacity to service additional water service locations
- Add irrigation and landscaping along the entry points of the site as well as locations along State Road
- Install walking path and overlook decks
- Restore the river and stream banks in areas of erosion

GOAL 3

Honor the deceased by creating a peaceful, dignified burial space.

Objectives

- Restore damaged and broken headstones
- Develop a memorial space to honor veterans or other residents of the cemetery
- Provide alternative options for burials
- Verify the names and location of all the residents in the cemetery and bring the burial records up to date

Actions

- Locate and identify headstones that need to be restored and determine best practices for restoration, repair, or replacement
- Design a memorial space with a cost estimate and seek donations
- Design a columbarium space
- Reconcile field mapping with existing burial records
- Complete verification of mapping records and entering of data into computer program

GOAL 4

Enhance the landscaping of the site to maintain a pastoral, calm setting.

Objectives

- Develop a tree management plan to identify potential tree and stump removals, trims, and general clean up
- Provide a landscape design for the site to introduce color and variety
- Provide landscaping design for the entry points to the site
- Develop a tree planting schedule to replace trees to be removed

Actions

- Remove high priority trees that are considered unsafe
- Prune and trim trees that have potential to become unsafe
- Install irrigation system for the entrance landscaping
- Plant a mix of new ornamental trees throughout the site and entryway

ACTION PROGRAM

ACTION PROGRAM

The Action Program and Capital Improvement Schedule of the Riverside Cemetery Master Plan states the proposed course of development or improvement that will be taken over the next five years. The Goals and Objectives, from the previous section, serve as guidelines for the development of the Action Program. The Capital Improvement Schedule which follows will focus on the needs identified in the Action Program and will project potential expenditures for the five-year action period on a year-by-year basis. The five-year period will begin in 2014 and extend through 2019.

Tree Preservation Plan

The Tree Management Plan identifies trees to be removed and pruned over the next 3-5 years based on the health and safety of the tree. VIRIDIS Design Group walked the site and identified the existing trees and their approximate location on site and mapped them. VIRIDIS consulted with an arborist to review the health and species of the existing trees and developed a three tiered tree ranking system. Many of the existing trees are very large and are nearing the end of their life span. The trees range between 24 and 40-inches in trunk diameter and approximately 30-50-feet in canopy diameter. The trees that were evaluated are located within the main core area of the cemetery and did not include the wooded areas around the perimeter of the site.

The tree ranking system is based on visual field observation and includes three tiers, High Priority, Moderate Priority, and Low Priority. High priority trees are trees that are recommended for removal now due to multiple visual defects and high potential for failure. Trees in this category exhibit the following: leaning, dead or decaying branches, visible trunk decay, fungus, canker, and cracks, greater than 40% root damage, and greater than 40% crown/branch defects. There are approximately 71 trees identified in this category. Trees should be removed and stumps should be ground.

Moderate Priority trees are trees recommended for pruning and thinning due to some visual defects and a moderate potential for failure. Trees in this category exhibit the following: Some racks but no decay visible, poor or uneven form, weak branch union or codominant branching with included bark, less than 40% root damage, and less than 40% crown/branching defects. It is recommended that these trees are pruned and trimmed and re-evaluated each spring. There are approximately 87 trees in this category and the pruning could be spread out over a five year period with the most trees in need being pruned the first year.

Low Priority trees are trees in visibly good condition and amongst the trees located more around the perimeter of the site. These trees have minor visible wounds and defects, and have a low potential for failure. Some minor preventative pruning and crown thinning is recommended for these trees with re-evaluation every five years

There are also approximately 50 existing stumps located throughout the site that are

recommended for grinding. The recommendation for all stumps is to grind them down just below the existing surface and back fill with topsoil and seed with grass.

Capital Improvement Plan

The Capital Improvement Plan delineates improvements that can be made as soon as possible as these items have been identified by stakeholders and the citizens of the community as high priority items; and the funding is in place to make these improvements. The following improvements have been identified on the Capital Improvement Plan (the graphic plan and character sketches are included in the appendix of this report):

1. Fencing: Repair and repaint the existing historic fence along the north and south sides of State Road. The overwhelming consensus that came out of the public engagement process was to preserve and restore the fence. A blacksmith and/or an iron fence fabricator will need to be consulted in order to repair the fence. It is estimated that there is approximately 1,457 lineal feet of fencing to be restored.
2. Water Service: Provide irrigation for the grass areas along the frontage of the cemetery adjacent to State Rd, and provide five additional water source locations with water spigots (three on the north side and 2 on the south side). In order to provide enough capacity and pressure to install an irrigation system and additional water spigots, the existing water service line will need to be upgraded to a new 12-inch water main. Approximately 400-600 lineal feet of 12-inch water main will need to be installed to service the site.
3. Primary Entrance: Create a primary entrance to the cemetery with landscaping, masonry piers, paved approach, and an iron arch sign. The design intent would be to establish this entrance as the main ingress/egress point for the cemetery. The east most entry way on the north side of State Road was determined to be the main entrance to the Cemetery. Proposed improvements include: a new concrete driveway apron; colorful perennial shrubs such as Black-Eyed Susan, Daylilies, Ornamental Grasses, Little Princess Spirea, False cypress, and Autumn Joy Sedum; two 16-inch by 16-inch masonry (stone or brick) piers approximately 6-8-feet in height; and an iron arch sign that would extend between the masonry piers and contain the name of the cemetery.
4. Secondary Entrance: Create secondary entrance improvements with a new paved drive approach and landscaping for all of the other vehicular ingress/egress points (five total). The design intent would be to make these ingress/egress points more obvious and noticeable and to embellish the "curb appeal" of the cemetery. Utilizing the same landscape palette mentioned above for the primary entrance, the secondary entrance points would contain a new landscape design to embellish the entry area as well as a new concrete driveway apron.
5. River Bank Restoration: There are a number of areas in which the banks of the Thornapple River are exhibiting signs of erosion which may cause problems in

the future as many grave markers are close to the top of bank and could be in danger of eroding down the bank. It is estimated that there is approximately 600 lineal feet of river bank that needs to be addressed. Due to the steep slope of the bank from the cemetery down to the river basin and the proximity of the grave markers, the proposed restoration technique includes the installation of 3-foot by 3-foot stone filled gabion baskets to hold back the slope and provide additional area to add topsoil and plantings.

6. Stream Bank Restoration: The small stream on the east side of the south portion of the cemetery area that carries drainage from the north portion of the cemetery to the Thornapple River is also exhibiting signs of erosion. This area is also overgrown with unattractive trees and plants and is estimated to be approximately 370 lineal feet in length. This poses an opportunity to make this area a nice feature of the cemetery. The recommendation for this area includes cutting the top of slope back to bank full elevation and installing a mix of large cobble stones (12-18-inch) and landscape plugs and plantings that would thrive in wet environments. These type of improvements would minimize erosion and create an aesthetically pleasing environment with pleasant views.
7. Gravel Drive Improvements / Drainage: Currently the road system within the cemetery consists of a combination of gravel, dirt, and grass roads with some sections curbed (and in poor condition) and most sections not curbed. The Capital Improvement Plan calls for the removal and replacement of all curb and gutter (except the section on the southeast side) and the placement of new gravel for all of the roads within the cemetery. In addition to the regrading of the roads, the design of a storm water management system will need to be explored to improve drainage and eliminate the areas of ponding water.
8. Headstone Repair: It is estimated that there are approximately 500 headstones that have been damaged and need to be repaired. Damage includes cracks and chips, faded/unreadable engravings, heaving foundations, stones tipped over, staining, and broken pieces. This damage has occurred overtime due to the age of the markers, fallen tree limbs and branches, and vandalism. The Capital Improvement Plan calls for the repair of 100 head stones per year for the next five years starting in 2015.
9. New Tree Plantings: As the old and dying mature trees are removed from the cemetery, the Capital Improvement Plan calls for the installation of new ornamental and deciduous trees as part of the design intent to replace the old trees with new species that incorporate color. The design calls for the installation of 20 new trees each year for the next six years beginning in 2014. Each year ten 2.5-inch and ten 4-inch caliper trees will be planted in the cemetery. Recommended species include: Red Maple, Flowering Dogwood, Red Bud, Service Berry, Pear, and Red Cedar.

Future Development Plan

The Future Development Plan delineates improvements that can be made in the future as funding opportunities arise. These items have been identified by stakeholders and the citizens of the community as high priority items; however the funding is not currently in place to make these improvements. The following improvements have been identified on the Future Development Plan (the graphic plan and character sketches are included in the appendix of this report):

1. New Maintenance Facility: During the public engagement process it was determined that there should be a new maintenance building constructed on the site in a location that is accessible, but out of view from users of the site. By developing a new maintenance building the City would be able to build a structure to suit the needs of a maintenance facility. This would also allow the existing Chapel to be repurposed for a more compatible use. The location of the maintenance facility is shown at the northwest section of the site in an area that is hidden from view. The proposed design of the building is to be determined.
2. Repair and Repurpose the Existing Chapel: Once the maintenance equipment is relocated out of the chapel, the space can be repurposed to better suit the needs of the cemetery. It was determined at the public meetings that the best use of the building would be as a gathering space for memorials and services, and could also serve as a directory/information station for the cemetery. In addition to interior renovations, it was desirable to consider exterior improvements to the chapel to restore the historic character of the building. An architect that specializes in cemetery design should be consulted to assist with the renovations of the chapel.
3. Walking Paths: As determined during the public input process, the Capital Improvement Plan calls for the development of walking paths in order to provide users with an accessible route around the cemetery that can be used for passive recreation and reflection. The plan identifies two separate trails, one on the north side and one on the south side. The path on the south side is designed to be eight (8) feet wide and consist of a 6-8-inch depth of natural crushed limestone with fines. The path would connect two overlook deck areas and would be located at the southwest side of the site along the top of the river bank. This location was chosen to take advantage of the stunning views of the Thornapple River and to minimize impacts to existing grave sites. The path would also go around the Babyland area of the cemetery. This area of the banks of the river also appear to be more stable than other areas making it ideal for a nature path.

The path on the north side traverses the perimeter of the cemetery and would begin on the west side at the existing drive and terminate at a proposed memorial space at the corner of State Road and Country Club Lane. The path on the north side is designed to be a five (5) foot wide path and consist of a 6-8-inch depth of natural crushed limestone with fines. There would also be a small path connection from the memorial site to the west to connect to the existing drive.

This trail would provide a nice loop trail that would traverse approximately one-half of a mile. The location of the perimeter trail was chosen to avoid conflicts with existing grave sites and drives, maintain privacy to individuals that are visiting loved ones, and to provide users the opportunity to walk around the site to reflect and take in the views of the site. Another benefit of the trail being around the perimeter of the site is the opportunity to connect to neighboring properties in the future.

4. Overlook Decks: In response to the desire to provide gathering and reflection spaces, the Capital Improvement Plan includes proposed overlook decks, three on the south side of the cemetery and two on the north side of the cemetery. The overlook decks would be approximately 20-feet x 20-feet and would be constructed of treated lumber and/or recycled plastic decking. The decks would be barrier free and include timber railings. The decks on the south side are intended to be designed to be tucked into the banks of the Thornapple River in order to take advantage of the views. The decks on the north side would be considered gathering spaces and provide a quiet area for users to get away from the site and relax and reflect.
5. Memorial Space: In order to meet the goal of honoring the residents of the cemetery, the development of a memorial space was determined to be a high priority for future development. The site of the former tenant house at the corner of State Road and Country Club Lane was determined to be an excellent location for the memorial due to its prominent location, visibility from State Road, and flat open space. The design intent for the memorial space is to develop a plaza space that would include the following: decorative paving, colorful landscaping and flowers, memorial plaques or sculptures, benches, ornamental trees, and fencing. Refer to the character sketches in the appendix of this report for design intent examples.
6. Columbarium Space: In order to meet the evolving needs of the Cemetery and provide alternative burial options, it was determined that the development of a columbarium should be considered. A columbarium is an above grade structure designed for the interment of cremated remains in a niche typically 10.5-inches x 15-inches x 20-inches deep. The columbarium unit is usually two sided for efficiency with numbered rows and columns identifying each individual niche. The columbarium is a pre-cast concrete structure with footings, and is typically faced with brick, stone, block, granite, or pre-cast veneer. The design intent includes the location of a columbarium within a seating area or plaza with landscaping. The Development plan locates two potential sites that would work well to site a columbarium, one on the east side of the site along the proposed five foot gravel path, and one on the west side of the site at the juncture of two roads. Consideration of a third location at the south side of the cemetery may also be considered. The development of a columbarium and its size (number of niches) should be based on the number of anticipated cremations in the future.
7. Benches: Providing seating areas throughout the cemetery was also identified as

a desirable priority in order to provide users a place to rest and reflect. The Development Plan identifies ten (10) bench locations scattered around the site and along the proposed walking paths. The proposed benches are designed to be 6-feet in length and shall have backs. The character of the bench design should fit in with the historic and pastoral character of the existing cemetery site. Potential bench materials could include stone, iron, wood, or a combination. The character sketches located in the appendix of this report identify options for the type of style that would fit with the character of the site.

CAPITAL IMPROVEMENT SCHEDULE

The following schedule is a breakdown of the anticipated projects and projected funding for the next five years. All projections are based upon year 2014 costs and will be refined as the program progresses. This is a plan for work to be completed and is subject to modification and/or amendment as time and work progress. The costs indicated in the schedule are preliminary estimates for planning purposes and could change as the work is designed, bid, and constructed.

Riverside Cemetery Fund

Additions

Total Additions: \$0.00

Subtractions

Total Subtractions: (\$0.00)

Net Assets

		Beginning (5/1/2023)	Activity	Ending (5/31/2023)
3000	Net Assets - Current Spending	(\$115,681.83)	\$0.00	(\$115,681.83)
3005	Spendable contributions	\$258,022.87	\$0.00	\$258,022.87
3010	Net Assets - Earnings	(\$173,140.20)	\$0.00	(\$173,140.20)
3020	Net Assets - Non Spendable	\$1,058,442.53	\$0.00	\$1,058,442.53
Total Net Assets		\$1,027,643.37	\$0.00	\$1,027,643.37

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CITY OF HASTINGS
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 10 MONTHS ENDING APRIL 30, 2023

9.B.

FUND 209 - CEMETERY FUND

	THIS MONTH ACTUAL 30-APR-23	THIS YEAR FISCAL YTD 30-APR-23	REVISED BUDGET 2022-2023	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-APR-22	REVISED BUDGET 2021-2022	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL	
REVENUES									
209-100-403-000	CURRENT PRPTY TAXES - CEMETERY	.00	191,888.24	199,500	96%	179,634.05	185,000	97%	183,916.47
209-100-412-000	DELINQUENT PERSONAL PROP TAXES	.00	.00	0	0%	65.82	0	0%	133.23
209-100-432-000	PAYMNT IN LIEU OF TAXES (PILT)	.00	.00	900	0%	910.08	600	152%	910.08
209-100-437-000	INDUSTRIAL FACILITIES TAXES	.00	2,642.64	2,600	102%	838.79	2,000	42%	2,936.79
209-100-445-000	PENALTIES & INTEREST ON TAXES	.00	4,263.21	200	2132%	250.98	200	125%	501.22
209-100-496-000	BURIAL OPEN/CLOSE FEES	200.00	9,900.00	7,500	132%	11,150.00	7,500	149%	12,225.00
209-100-573-000	LOCAL COMM STABILIZATION SHARE	.00	1,018.20	3,000	34%	3,261.42	5,000	65%	8,095.11
209-100-629-000	MONUMENT FOUNDATION FEES	1,031.36	3,739.76	5,000	75%	7,740.40	3,000	258%	9,762.08
209-100-642-000	CEMETERY BURIAL RIGHTS SALES	.00	12,300.00	8,000	154%	9,900.00	5,000	198%	9,900.00
209-100-665-000	INTEREST EARNED ON DEP & INVST	.00	1,619.01	100	1619%	14.77	250	6%	14.77
209-100-673-000	GAIN/LOSS ON SALE OF ASSETS	.00	.00	0	0%	.00	0	0%	844.84
209-100-674-000	PRIVATE CONTRIBUTNS & DONATNS	.00	205,514.00	200,000	103%	.00	0	0%	.00
209-100-677-000	INSURANCE CLAIMS/REIMBURSEMNTS	.00	10,843.00	0	0%	.00	0	0%	.00
TOTAL REVENUES		1,231.36	443,728.06	426,800	104%	213,766.31	208,550	103%	229,239.59
TOTAL REVENUE & INCOMING TRANSFERS		1,231.36	443,728.06	426,800	104%	213,766.31	208,550	103%	229,239.59

CITY OF HASTINGS
DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 10 MONTHS ENDING APRIL 30, 2023

FUND 209 - CEMETERY FUND

	THIS MONTH ACTUAL 30-APR-23	THIS YEAR FISCAL YTD 30-APR-23	REVISED BUDGET 2022-2023	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-APR-22	REVISED BUDGET 2021-2022	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL	
CEMETERY									
209-567-702-000	FULL-TIME WAGES	.00	(864.00)	0	0%	.00	0	0%	864.00
209-567-703-000	ADMINISTRATR/SUPERVSR SALARIES	715.38	6,527.16	9,450	69%	7,615.34	10,000	76%	8,999.95
209-567-704-000	PART-TIME WAGES	.00	4,452.00	10,647	42%	.00	6,968	0%	192.00
209-567-709-000	SOCIAL SECURITY TAXES	54.02	794.12	1,537	52%	537.27	1,298	41%	713.85
209-567-716-000	MERS DEFINED CONTRIBUTIONS	.00	109.08	591	18%	256.37	447	57%	318.13
209-567-717-010	MERS DEFINED BENEFIT HYBRID	65.62	361.19	354	102%	395.89	553	72%	491.77
209-567-718-000	HEALTH INSURANCE - PREMIUMS	55.04	549.40	1,560	35%	1,264.94	1,473	86%	1,523.12
209-567-718-010	HEALTH INSURANCE - HSA	2.09	8.36	0	0%	35.52	0	0%	35.52
209-567-719-000	DENTAL INSURANCE PREMIUM	2.82	29.75	64	46%	53.20	64	83%	63.84
209-567-724-000	LIFE INSURANCE	1.17	8.21	15	55%	11.70	15	78%	14.04
209-567-751-000	OPERATING SUPPLIES	.00	.00	750	0%	74.96	750	10%	74.96
209-567-756-000	REPAIR & MAINTENANCE SUPPLIES	.00	.00	100	0%	.00	100	0%	18.36
209-567-777-000	OFFICE SUPPLIES	.00	37.44	100	37%	.00	100	0%	.00
209-567-792-000	SOFTWARE SUBSCRIPTIONS	.00	.00	1,000	0%	.00	1,000	0%	.00
209-567-807-000	ARCHITECT SERVICES	.00	.00	15,000	0%	.00	15,000	0%	.00
209-567-808-000	SEXTON CONTRACTED SERVICES	13,875.00	62,437.50	85,000	73%	62,437.50	85,000	73%	83,250.00
209-567-826-000	OPEN/CLOSING SERVICES	2,100.00	6,950.00	7,500	93%	11,600.00	7,500	155%	13,500.00
209-567-849-000	CELL PHONE/STIPEND	3.00	15.00	0	0%	.00	0	0%	.00
209-567-851-000	MAIL/POSTAGE	.00	.00	150	0%	.00	150	0%	.00
209-567-900-000	PRINTING AND PUBLISHING	.00	540.73	400	135%	368.06	800	46%	368.06
209-567-906-000	PROMOTIONS/MARKETING	.00	.00	50	0%	14.00	800	2%	14.00
209-567-911-000	CONFERENCES	.00	277.03	800	35%	439.78	650	68%	439.78
209-567-915-000	MEMBERSHIPS	.00	45.00	50	90%	.00	50	0%	40.00
209-567-918-000	WATER/SEWER	.00	544.60	500	109%	170.02	250	68%	231.76
209-567-920-000	ELECTRIC	29.08	293.44	400	73%	308.00	400	77%	369.13
209-567-929-000	GROUNDS REPAIR AND MAINTENANCE	.00	8,000.00	12,000	67%	1,900.00	12,000	16%	10,095.00
209-567-929-010	MONUMENT FOUND SETTINGS & REP	.00	30,582.65	30,000	102%	28,523.34	20,000	143%	36,112.46
209-567-929-020	TREE TRIMMING AND REMOVALS	.00	.00	2,500	0%	.00	2,500	0%	.00
209-567-933-000	SOFTWARE MAINTENANCE AGREEMNTS	681.00	681.00	650	105%	.00	650	0%	631.00
209-567-935-000	PROPERTY LIABILITY INSURANCE	.00	403.00	500	81%	415.00	500	83%	415.00
209-567-939-000	WORKERS COMPENSATION INSURANCE	.00	51.00	81	63%	38.02	41	93%	38.02
209-567-940-000	EQUIPMENT FUND RENTALS	.00	1,958.65	0	0%	.00	0	0%	.00
209-567-947-000	GIS SERVICES	.00	.00	600	0%	.00	600	0%	336.00
209-567-965-000	PROPERTY TAX REIMBURSEMENT	.00	.00	150	0%	163.29	150	109%	163.29
209-567-974-000	LAND IMPROVEMENTS - DEPRECIABL	.00	205,514.00	200,000	103%	.00	0	0%	.00
209-567-974-010	LAND IMPROVEMENTS - NON-DEPRCB	.00	.00	7,500	0%	.00	15,000	0%	.00

CITY OF HASTINGS

DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET FOR THE 10 MONTHS ENDING APRIL 30, 2023

FUND 209 - CEMETERY FUND

	THIS MONTH ACTUAL 30-APR-23	THIS YEAR FISCAL YTD 30-APR-23	REVISED BUDGET 2022-2023	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-APR-22	REVISED BUDGET 2021-2022	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
209-567-975-000 BLDG & BLDG IMPRVMT - DEPRECBL	.00	.00	10,500	0%	.00	5,000	0%	.00
TOTAL CEMETERY	17,584.22	330,306.31	400,499	82%	116,622.20	189,809	61%	159,313.04
TOTAL EXPENDITURES & OUT TRANSFERS	17,584.22	330,306.31	400,499	82%	116,622.20	189,809	61%	159,313.04
NET REVENUES OVER EXPENDITURES	(16,352.86)	113,421.75	26,301		97,144.11	18,741		69,926.55