

**City of Hastings**  
COUNTY OF BARRY, STATE OF MICHIGAN

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**Riverside Cemetery Preservation Advisory Board Meeting Agenda  
November 8, 2023**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of the Minutes of the Meeting of October 11, 2023
6. Public Comment and Communications
7. Sexton Update
8. Unfinished Business
  - A. Cemetery Memorial Design – Presentation to City Council on November 13, 2023 (Bever)
  - B. Cemetery Fencing (Hubbell)
  - C. Cemetery Chapel (Huntley)
9. New Business
  - A. Barry Community Foundation (BCF) Funds Report as of September 30, 2023 and October 31, 2023, and Donor Report for October 2023
  - B. Fiscal Year 2024 Revenues and Expenditures through September 30, 2023
  - C. Memorial Project Accounting as of November 3, 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

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**Riverside Cemetery Preservation Advisory Board Minutes  
October 11, 2023**

1. Call to Order by Chair Huntley at 3:00PM in the City Hall Conference Room.
2. Present at Roll Call: Buehl, Coleman, Huntley, Watson, Bever, Hubbell, Tossava, and Tate. Guests present: Bill Nesbitt and Josh Wickham
3. Approval of Agenda  
  
Motion by Coleman and supported by Mayor Tossava to approve the agenda as presented. All ayes. Motion carried
4. Approval of the Minutes of the Meeting of September 13, 2023  
  
Motion by Mayor Tossava and supported by Watson to approve the minutes of the September 13, 2023 Riverside Cemetery Preservation Advisory Board meeting. All ayes. Motion carried.
5. Public Comment and Communications  
  
None
6. Sexton Update  
  
Josh Wickham gave updates on the maintenance of cemetery grounds.
7. Unfinished Business
  - A. Cemetery Memorial Design Update - Roads (Travis Tate)  
  
Motion by Coleman and supported by Watson to seek City Council approval of temporarily closing off the south access drive and plant grass to help with erosion. A roll call vote was taken. 5 ayes and 2 nays. Motion carried.
  - B. Update on Fence Replacement at Cemetery (Amy Hubbell)  
  
Hubbell gave an update on the progress of the fence replacement.

8. New Business

- A. Barry Community Foundation (BCF) Funds Report as of September 30, 2023
- B. Fiscal Year 2024 Revenues and Expenditures through August 31, 2023
- C. Memorial Project Accounting as of October 9, 2023

Bever provided financial documents. Motion by Coleman and supported by Watson to accept reports. All ayes. Motion carried.

9. Board Member Comments

Bever made comments regarding adding the fund-raising mailings to the next agenda, along with the restoration talks for the Chapel.

11. Public Comment

None

12. Adjourn

Motion by Coleman and supported by Mayor Tossava to adjourn at 3:30PM. The next meeting is Wednesday November 8, 2023 in City Hall.

# Riverside Cemetery Fund

## Additions

Dividend & Interest Income	\$1,867.07
Capital Gain - Unrealized	(\$36,493.82)
<b>Total Additions:</b>	<b>(\$34,626.75)</b>

## Subtractions

Fund Administrative Fee	\$2,918.57
Investment Fees	\$81.91
<b>Total Subtractions:</b>	<b>\$3,000.48</b>

## Net Assets

	Beginning (9/1/2023)	Activity	Ending (9/30/2023)
3000 Net Assets - Current Spending	(\$68,885.21)	\$0.00	(\$68,885.21)
3005 Spendable contributions	\$256,808.43	(\$81.91)	\$256,726.52
3010 Net Assets - Earnings	(\$169,046.82)	(\$37,545.32)	(\$206,592.14)
3020 Net Assets - Non Spendable	\$1,058,442.53	\$0.00	\$1,058,442.53
<b>Total Net Assets</b>	<b>\$1,077,318.93</b>	<b>(\$37,627.23)</b>	<b>\$1,039,691.70</b>

Contact Bonnie Gettys • 269-945-0526 [bonniesg2660@gmail.com](mailto:bonniesg2660@gmail.com) • [www.barrycf.org](http://www.barrycf.org)  
 231 S. Broadway • Hastings, MI 49058

# Riverside Cemetery Fund

## Additions

Contributions - Nonspendable	\$1,000.00
<b>Total Additions: \$1,000.00</b>	

## Subtractions

**Total Subtractions: (\$0.00)**

## Net Assets

	Beginning (10/1/2023)	Activity	Ending (10/31/2023)
3000 Net Assets - Current Spending	(\$68,885.21)	\$0.00	(\$68,885.21)
3005 Spendable contributions	\$256,726.52	\$0.00	\$256,726.52
3010 Net Assets - Earnings	(\$206,592.14)	\$0.00	(\$206,592.14)
3020 Net Assets - Non Spendable	\$1,058,442.53	\$1,000.00	\$1,059,442.53
<b>Total Net Assets</b>	<b>\$1,039,691.70</b>	<b>\$1,000.00</b>	<b>\$1,040,691.70</b>

**Contact** Bonnie Gettys • 269-945-0526 [bonniesg2660@gmail.com](mailto:bonniesg2660@gmail.com) • [www.barrycf.org](http://www.barrycf.org)  
231 S. Broadway • Hastings, MI 49058

## **Riverside Cemetery Fund**

# **Contributions - Nonspendable**

**2023-10-01 - 2023-10-31**

<b>Posting Date</b>	<b>Amount</b>	<b>Note</b>
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Tue Oct 10 2023	\$1,000.00	
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<b>Total:</b>	<b>\$1,000.00</b>	
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**CITY OF HASTINGS**  
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

9.B.

**FUND 209 - CEMETERY FUND**

	THIS MONTH ACTUAL 30-SEP-23	THIS YEAR FISCAL YTD 30-SEP-23	REVISED BUDGET 2023-2024	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-SEP-22	REVISED BUDGET 2022-2023	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL	
<b>REVENUES</b>									
* 209-100-403-000	CURRENT PRPTY TAXES - CEMETERY	183,230.91	225,387.07	207,480	109%	208,086.21	199,500	104%	196,514.32
209-100-412-000	DELINQUENT PERSONAL PROP TAXES	.00	.00	100	0%	.00	0	0%	2.46
209-100-432-000	PAYMNT IN LIEU OF TAXES (PILT)	.00	954.99	900	106%	.00	900	0%	968.15
209-100-437-000	INDUSTRIAL FACILITIES TAXES	.00	1,661.20	2,900	57%	.00	2,600	0%	2,642.64
209-100-445-000	PENALTIES & INTEREST ON TAXES	.00	.00	400	0%	.00	200	0%	4,532.89
209-100-496-000	BURIAL OPEN/CLOSE FEES	200.00	1,600.00	12,000	13%	3,700.00	7,500	49%	10,800.00
209-100-573-000	LOCAL COMM STABILIZATION SHARE	.00	.00	1,000	0%	.00	3,000	0%	1,018.20
209-100-629-000	MONUMENT FOUNDATION FEES	.00	1,730.08	7,000	25%	1,687.20	5,000	34%	4,857.36
209-100-642-000	CEMETERY BURIAL RIGHTS SALES	300.00	2,700.00	10,000	27%	3,600.00	8,000	45%	15,300.00
209-100-665-000	INTEREST EARNED ON DEP & INVST	.00	.00	3,000	0%	972.67	100	973%	10,305.93
209-100-674-000	PRIVATE CONTRIBUTNS & DONATNS	.00	.00	0	0%	.00	200,000	0%	205,514.00
209-100-677-000	INSURANCE CLAIMS/REIMBURSEMNTS	.00	3,693.00	0	0%	2,000.00	0	0%	14,293.00
<b>TOTAL REVENUES</b>		<b>183,730.91</b>	<b>237,726.34</b>	<b>244,780</b>	<b>97%</b>	<b>220,046.08</b>	<b>426,800</b>	<b>52%</b>	<b>466,748.95</b>
<b>TOTAL REVENUE &amp; INCOMING TRANSFERS</b>		<b>183,730.91</b>	<b>237,726.34</b>	<b>244,780</b>	<b>97%</b>	<b>220,046.08</b>	<b>426,800</b>	<b>52%</b>	<b>466,748.95</b>

\* Transfers to DDA, LDFA and Brownfields not completed as of September 30, 2023.



**CITY OF HASTINGS**  
**DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023**

**FUND 209 - CEMETERY FUND**

	THIS MONTH ACTUAL 30-SEP-23	THIS YEAR FISCAL YTD 30-SEP-23	REVISED BUDGET 2023-2024	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-SEP-22	REVISED BUDGET 2022-2023	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
<b>CEMETERY</b>								
209-567-702-000 FULL-TIME WAGES	.00	.00	0	0%	( 864.00)	0	0%	( 864.00)
209-567-703-000 ADMINISTRATR/SUPERVSR SALARIES	1,089.84	2,537.37	9,300	27%	2,842.97	9,450	30%	7,957.92
209-567-704-000 PART-TIME WAGES	.00	.00	5,000	0%	4,452.00	10,647	42%	4,452.00
209-567-709-000 SOCIAL SECURITY TAXES	82.32	191.65	1,094	18%	478.08	1,537	31%	902.16
209-567-716-000 MERS DEFINED CONTRIBUTIONS	30.28	102.08	380	27%	109.08	591	18%	312.13
209-567-717-010 MERS DEFINED BENEFIT HYBRID	.00	87.58	551	16%	125.88	354	36%	449.49
209-567-718-000 HEALTH INSURANCE - PREMIUMS	55.04	165.12	687	24%	387.27	1,560	25%	659.48
209-567-718-010 HEALTH INSURANCE - HSA	2.08	6.24	0	0%	.00	0	0%	12.54
209-567-719-000 DENTAL INSURANCE PREMIUM	2.82	8.46	35	24%	15.96	64	25%	35.39
209-567-724-000 LIFE INSURANCE	1.17	3.51	12	29%	3.51	15	23%	10.55
209-567-751-000 OPERATING SUPPLIES	129.50	129.50	1,000	13%	.00	750	0%	.00
209-567-756-000 REPAIR & MAINTENANCE SUPPLIES	.00	25.58	100	26%	.00	100	0%	121.85
209-567-777-000 OFFICE SUPPLIES	.00	.00	100	0%	37.44	100	37%	37.44
209-567-792-000 SOFTWARE SUBSCRIPTIONS	.00	.00	0	0%	.00	1,000	0%	.00
209-567-806-000 LEGAL SERVICES	.00	.00	0	0%	.00	0	0%	1,516.00
209-567-807-000 ARCHITECT SERVICES	1,785.00	3,518.00	0	0%	.00	15,000	0%	1,732.00
209-567-808-000 SEXTON CONTRACTED SERVICES	.00	6,937.50	90,000	8%	13,875.00	85,000	16%	83,250.00
209-567-826-000 OPEN/CLOSING SERVICES	.00	400.00	12,000	3%	800.00	7,500	11%	10,685.76
209-567-849-000 CELL PHONE/STIPEND	3.00	9.00	36	25%	.00	0	0%	21.00
209-567-851-000 MAIL/POSTAGE	.00	.00	100	0%	.00	150	0%	.00
209-567-900-000 PRINTING AND PUBLISHING	.00	.00	500	0%	.00	400	0%	540.73
209-567-906-000 PROMOTIONS/MARKETING	.00	.00	0	0%	.00	50	0%	.00
209-567-911-000 CONFERENCES	.00	.00	0	0%	277.03	800	35%	277.03
209-567-915-000 MEMBERSHIPS	.00	.00	45	0%	.00	50	0%	45.00
209-567-918-000 WATER/SEWER	34.78	109.88	500	22%	322.67	500	65%	544.60
209-567-920-000 ELECTRIC	29.09	87.31	400	22%	89.27	400	22%	351.63
209-567-929-000 GROUNDS REPAIR AND MAINTENANCE	.00	.00	12,000	0%	.00	12,000	0%	19,392.50
209-567-929-010 MONUMENT FOUND SETTINGS & REP	.00	36,637.76	40,000	92%	29,591.05	30,000	99%	30,582.65
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	.00	.00	650	0%	.00	650	0%	681.00
209-567-935-000 PROPERTY LIABILITY INSURANCE	.00	.00	500	0%	403.00	500	81%	403.00
209-567-939-000 WORKERS COMPENSATION INSURANCE	.00	.00	60	0%	25.50	81	31%	51.00
209-567-940-000 EQUIPMENT FUND RENTALS	.00	.00	1,000	0%	433.86	0	0%	2,617.90
209-567-947-000 GIS SERVICES	.00	.00	500	0%	.00	600	0%	.00
209-567-965-000 PROPERTY TAX REIMBURSEMENT	.00	.00	200	0%	.00	150	0%	.00
209-567-974-000 LAND IMPROVEMENTS - DEPRECIABL	.00	.00	89,850	0%	122,622.00	200,000	61%	205,514.00

**CITY OF HASTINGS**  
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 3 MONTHS ENDING SEPTEMBER 30, 2023

***FUND 209 - CEMETERY FUND***

	THIS MONTH ACTUAL 30-SEP-23	THIS YEAR FISCAL YTD 30-SEP-23	REVISED BUDGET 2023-2024	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-SEP-22	REVISED BUDGET 2022-2023	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
209-567-974-010 LAND IMPROVEMENTS - NON-DEPRCB	.00	.00	10,000	0%	.00	7,500	0%	180.00
209-567-975-000 BLDG & BLDG IMPRVMT - DEPRECBL	.00	.00	0	0%	.00	10,500	0%	.00
<b>TOTAL CEMETERY</b>	<b>3,244.92</b>	<b>50,956.54</b>	<b>279,100</b>	<b>18%</b>	<b>176,027.57</b>	<b>400,499</b>	<b>44%</b>	<b>372,472.75</b>
<b>TOTAL EXPENDITURES &amp; OUT TRANSFERS</b>	<b>3,244.92</b>	<b>50,956.54</b>	<b>279,100</b>	<b>18%</b>	<b>176,027.57</b>	<b>400,499</b>	<b>44%</b>	<b>372,472.75</b>
<b>NET REVENUES OVER EXPENDITURES</b>	<b>180,485.99</b>	<b>186,769.80</b>	<b>( 34,320)</b>		<b>44,018.51</b>	<b>26,301</b>		<b>94,276.20</b>

