

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

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**Riverside Cemetery Preservation Advisory Board Meeting Agenda  
February 12, 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 December 12, 2024.
6. Public comment and communications.
7. Sexton Update
8. Unfinished Business.
9. New Business
  - A. Travis Tate no longer works for the City of Hastings as of February 7, 2025. When a new DPS Director has been hired, this person will come to the next Cemetery Board meeting after their start date. In the interim, Rob Neil, Street Superintendent, will attend the meetings.
  - B. Discuss election of vacant Cemetery Board chairperson position.
  - C. Discuss expansion of Riverside Cemetery burial zoning to the recently cleared West Broadway corner.
  - D. Barry County Foundation (BCF) Funds Reports for January 2025.
  - E. City Cemetery Fund FY 24-25 Revenues and Expenditures through January 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.

**Riverside Cemetery Preservation Advisory Board Meeting Minutes  
December 11, 2024**

1. Call to Order

2. Roll Call: Present; Mayor Tossava, Huntley, Perin, Tate, Hubbell.

Absents; Buehl, Coleman, Watson.

3. Pledge of Allegiance

4. Approval of Agenda

Motion by Chair Huntley to add the Chapel discussion to Unfinished Business and to approve the agenda. Supported by Mayor Tossava. All ayes, motion carried.

5. Approval of the Minutes of the Meeting of October 9, 2024

Motion by Mayor Tossava with support from Perin to approve the minutes from the October 9, 2024, meeting. All ayes, motion carried.

6. Public Comment and Communications

None.

7. Sexton Update

Josh Wickham gave update of the state of maintenance at Riverside.

8. Unfinished Business

A. Cemetery Memorial

\*Update on work that remains to be completed for phase 1

Tate presented that the curved benches still need to be installed. Waiting for the benches to arrive.

B. Chapel Discussion

Will need a materials list for the roof repair to be able to compare prices for the work to be done. Tate and Watson are asked to provide for the next meeting.

9. New Business

- A. Barry Community Foundation (BCF) Funds Report for October 2024
- B. Fiscal Year 2024 Revenues and Expenditures through October 2024
- C. Special Guest, Bonnie Getty of Barry Community Foundation

Guest Bonnie Getty explained the statements from the Barry Community Foundation so the Board could better understand information given in the statement.

10. Board Member Comments

Huntley said thank you and goodbye as this is her last meeting. Gave direction on a recommended path forward. Mayor Tossava also thanked Huntley for all her years of dedication to the board. Election of officers will be added to next agenda.

11. Public Comment

None

12. Adjourn

Motion by Mayor Tossava with support from Tate to adjourn at 3:45.  
All ayes, motion carried. Next meeting will be January 8, 2025.

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**Summary of Fund Activity**  
**Riverside Cemetery Fund - # 00193**

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

<b>Beginning Fund Balance</b>	<b>1,433,615.53</b>
<b>Revenue</b>	
	<b>0.00</b>
4010 Spendable Contributions	25.00
4020 NonSpendable Contributions	500.00
<b>Total Revenue</b>	<b>525.00</b>
<b>Expenses</b>	
	<b>(14.80)</b>
5220...5225 Bank Service Charges	(14.80)
<b>Total Expenses</b>	<b>(14.80)</b>
Total Change In Fund Balance	510.20
<b>Ending Fund Balance</b>	<b>1,434,125.73</b>
3000 Current Spending	(20,057.41)
3005 Spendable Contributions	287,851.38
3010 Investment Earnings	(16,285.77)
3020 NonSpendable	1,182,617.53
<b>Gift Summary</b>	
<b>Donor:</b>	<b>Date:</b>
4020 Mark & Sue Kolanowski	01/02/25
	500.00
4010 Lewis & Carol Bolton	01/10/25
	25.00
	<b>525.00</b>
<b>Grant Summary</b>	
<b>Grantee:</b>	<b>Date:</b>
[G/L Account No.] [Akoya Memo]	[Posting Date]
	0.00



**Summary of Fund Activity**  
**Riverside Cemetery Fund - # 00193**

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

**Other Expense Summary**

<b><u>Vendor:</u></b>	<b><u>Date:</u></b>	<b><u>Amount:</u></b>
5220 GPMT-0045624 rec'd 12/29/24	01/02/25	(14.80)
		<b>(14.80)</b>

**CITY OF HASTINGS**  
**DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 7 MONTHS ENDING JANUARY 31, 2025**

**FUND 209 - CEMETERY FUND**

	THIS MONTH	THIS YEAR	REVISED	THIS YEAR	LAST YEAR	REVISED	LAST YEAR	LAST YEAR FULL YEAR ACTUAL
	ACTUAL 31-JAN-25	FISCAL YTD 31-JAN-25	BUDGET 2024-2025	YTD % OF BUDGET	FISCAL YTD 31-JAN-24	BUDGET 2023-2024	YTD % OF BUDGET	

**REVENUES**

209-100-403-000	CURRENT PRPTY TAXES - CEMETERY	1,120.28	190,803.71	196,069	97%	198,015.48	207,480	95%	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	42.40	1,081.19	400	270%	93.45	400	23%	475.72
209-100-496-000	BURIAL OPEN/CLOSE FEES	2,700.00	8,300.00	12,000	69%	5,300.00	12,000	44%	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	352.00	5,332.80	7,000	76%	3,590.40	7,000	51%	6,006.88
209-100-642-000	CEMETERY BURIAL RIGHTS SALES	.00	3,050.00	10,000	31%	3,600.00	10,000	36%	8,700.00
209-100-665-000	INTEREST EARNED ON DEP & INVST	.00	2,984.33	7,500	40%	10,297.03	3,000	343%	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/REIMBURSEMENTS	.00	.00	0	0%	3,693.00	0	0%	3,693.00
<b>TOTAL REVENUES</b>		<b>4,214.68</b>	<b>217,152.24</b>	<b>273,779</b>	<b>79%</b>	<b>227,467.72</b>	<b>244,780</b>	<b>93%</b>	<b>255,168.15</b>
<b>TOTAL REVENUE &amp; INCOMING TRANSFERS</b>		<b>4,214.68</b>	<b>217,152.24</b>	<b>273,779</b>	<b>79%</b>	<b>227,467.72</b>	<b>244,780</b>	<b>93%</b>	<b>255,168.15</b>



**CITY OF HASTINGS**  
**DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 7 MONTHS ENDING JANUARY 31, 2025**

**FUND 209 - CEMETERY FUND**

	THIS MONTH	THIS YEAR	REVISED	THIS YEAR	LAST YEAR	REVISED	LAST YEAR	LAST YEAR
	ACTUAL 31-JAN-25	FISCAL YTD 31-JAN-25	BUDGET 2024-2025	YTD % OF BUDGET	FISCAL YTD 31-JAN-24	BUDGET 2023-2024	YTD % OF BUDGET	FULL YEAR ACTUAL
<b>CEMETERY</b>								
209-567-703-000 ADMINISTRATORS/SUPERVSR SALARIES	1,073.07	4,292.28	9,700	44%	5,431.61	9,300	58%	8,788.55
209-567-704-000 PART-TIME WAGES	.00	.00	0	0%	.00	5,000	0%	.00
209-567-709-000 SOCIAL SECURITY TAXES	81.45	327.53	742	44%	410.87	1,094	38%	663.68
209-567-716-000 MERS DEFINED CONTRIBUTIONS	30.98	170.39	436	39%	237.85	380	63%	362.21
209-567-717-010 HEALTH INSURANCE - PREMIUMS	40.56	162.52	534	30%	330.76	551	60%	556.57
209-567-718-000 HEALTH INSURANCE - PREMIUMS	60.20	( 66.12)	710	(9%)	384.44	687	56%	601.24
209-567-718-010 HEALTH INSURANCE - HSA	3.57	16.86	0	0%	16.92	0	0%	30.21
209-567-719-000 DENTAL INSURANCE PREMIUM	25.57	36.85	35	105%	19.74	35	56%	255.11
209-567-724-000 LIFE INSURANCE	1.17	5.87	14	42%	8.19	12	68%	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%	.00	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	6,937.50	41,625.00	93,000	45%	48,562.50	90,000	54%	83,250.00
209-567-826-000 OPEN/CLOSING SERVICES	3,000.00	8,400.00	12,000	70%	5,000.00	12,000	42%	11,400.00
209-567-849-000 CELL PHONE/STIPEND	.00	.00	36	0%	21.00	36	58%	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 WATERSEWER	.00	289.80	500	58%	137.24	500	27%	151.60
209-567-920-000 ELECTRIC	58.41	233.92	400	58%	204.03	400	51%	349.55
209-567-929-000 GROUNDS REPAIR AND MAINTENANCE	.00	1,900.00	12,000	16%	.00	12,000	0%	8,837.00
209-567-929-010 MONUMENT FOUND SETTINGS & REP	887.04	42,403.76	40,000	106%	43,269.12	40,000	108%	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	.00	.00	650	0%	.00	650	0%	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	26.01	60	43%	27.03	60	45%	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	93,823.40	125,000	75%	.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
<b>TOTAL CEMETERY</b>	<b>12,199.52</b>	<b>194,570.79</b>	<b>312,362</b>	<b>62%</b>	<b>111,526.91</b>	<b>279,100</b>	<b>40%</b>	<b>183,749.42</b>

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THIS MONTH ACTUAL 31-JAN-25	THIS YEAR FISCAL YTD 31-JAN-25	REVISED BUDGET 2024-2025	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JAN-24	REVISED BUDGET 2023-2024	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL	
<b>TOTAL EXPENDITURES &amp; OUT TRANSFERS</b>	12,199.52	194,570.79	312,362	62%	111,526.91	279,100	40%	183,749.42
<b>NET REVENUES OVER EXPENDITURES</b>	( 7,984.84)	22,581.45	( 38,583)		115,940.81	( 34,320)		71,418.73

