

City of Hastings

COUNTY OF BARRY, STATE OF MICHIGAN

Riverside Cemetery Preservation Advisory Board Meeting Agenda July 10, 2024

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of the Minutes of the Meeting of June 12, 2024
6. Public Comment and Communications
7. Sexton Update
8. Unfinished Business
 - A. Cemetery Memorial Design
 - *Progress Report
 - B. Cemetery Landscaping Pictures
 - C. Cemetery Chapel
9. New Business
 - A. Barry Community Foundation (BCF) Funds Reports for June 30, 2024
 - B. Fiscal Year 2024 Revenues and Expenditures through May 31, 2024
 - C. Memorial Project Accounting Balance
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.







Summary of Fund Activity
Riverside Cemetery Fund - # 00193

Fund Statement: 1/1/2024 through 7/5/2024

Beginning Fund Balance	1,205,154.15	
Revenue		
4010 Spendable Contributions	275.00	
4020 NonSpendable Contributions	(1,000.00)	
4120 Investment Gains/Losses Realized	1,912.24	
4130 Investment Gains/losses Unrealized	74,754.00	
4110 Dividend & Interest Income	3,518.79	
Total Revenue	81,460.03	
Expenses		
5040 Fund Administrative Fee	3,023.52	
5470 Investment Fees	701.77	
Total Expenses	3,725.29	
Total Change In Fund Balance	77,734.74	
Ending Fund Balance	1,282,888.89	
Gift Summary		
Donor:	Date:	
	01/23/24	(100.00)
Joint Investment Allocation	01/31/24	(80,185.03)



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

Fund Statement: 1/1/2024 through 7/5/2024

03/28/24	(25.00)
05/02/24	(150.00)
07/01/24	(1,000.00)
	(1,275.00)

Grant Summary

<u>Grantee:</u>	<u>Date:</u>	<u>Amount:</u>
[Akoya Memo]	[Posting Date]	0.00

Other Expense Summary

<u>Vendor:</u>	<u>Date:</u>	<u>Amount:</u>
Avg. Balance: 1,205,183.18 for Fund 00193	01/31/24	(642.46)
Fund 00193; AverageDailyBalance: 1114057.0900; AverageDailyHistoric: 1007393.1500; FeePercent: 0.010	03/31/24	(3,023.52)
Avg. Balance: 1,244,411.77 for Fund 00193	03/31/24	(34.63)
Avg. Balance: 1,278,657.16 for Fund 00193	04/30/24	(24.68)
		(3,725.29)

CITY OF HASTINGS
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 11 MONTHS ENDING MAY 31, 2024

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FUND 209 - CEMETERY FUND

	THIS MONTH ACTUAL 31-MAY-24	THIS YEAR FISCAL YTD 31-MAY-24	REVISED BUDGET 2023-2024	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-MAY-23	REVISED BUDGET 2022-2023	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL	
REVENUES									
209-100-403-000	CURRENT PRPTY TAXES - CEMETERY	.00	204,577.35	207,480	99%	196,514.32	199,500	99%	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	1,923.37	2,900	66%	2,642.64	2,600	102%	2,642.64
209-100-445-000	PENALTIES & INTEREST ON TAXES	.00	475.72	400	119%	4,532.89	200	2266%	4,532.89
209-100-496-000	BURIAL OPEN/CLOSE FEES	.00	8,425.00	12,000	70%	10,500.00	7,500	140%	10,800.00
209-100-573-000	LOCAL COMM STABILIZATION SHARE	.00	.00	1,000	0%	1,018.20	3,000	34%	1,018.20
209-100-629-000	MONUMENT FOUNDATION FEES	542.08	4,915.68	7,000	70%	4,857.36	5,000	97%	4,857.36
209-100-642-000	CEMETERY BURIAL RIGHTS SALES	1,200.00	5,700.00	10,000	57%	13,500.00	8,000	169%	15,300.00
209-100-665-000	INTEREST EARNED ON DEP & INVST	1,547.58	16,035.37	3,000	535%	7,714.40	100	7714%	10,305.93
209-100-674-000	PRIVATE CONTRIBUTNS & DONATNS	.00	.00	0	0%	205,514.00	200,000	103%	205,514.00
209-100-677-000	INSURANCE CLAIMS/REIMBURSEMNTS	.00	3,693.00	0	0%	10,843.00	0	0%	14,293.00
TOTAL REVENUES		3,289.66	246,700.48	244,780	101%	457,636.81	426,800	107%	466,748.95
TOTAL REVENUE & INCOMING TRANSFERS		3,289.66	246,700.48	244,780	101%	457,636.81	426,800	107%	466,748.95

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FUND 209 - CEMETERY FUND

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CEMETERY								
209-567-702-000 FULL-TIME WAGES	.00	.00	0	0%	(864.00)	0	0%	(864.00)
209-567-703-000 ADMINISTRATR/SUPERVSR SALARIES	813.98	8,788.55	9,300	95%	7,242.54	9,450	77%	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	61.77	663.68	1,094	61%	848.14	1,537	55%	902.16
209-567-716-000 MERS DEFINED CONTRIBUTIONS	33.52	362.21	380	95%	284.73	591	48%	312.13
209-567-717-010 MERS DEFINED BENEFIT HYBRID	44.10	528.41	551	96%	405.68	354	115%	449.49
209-567-718-000 HEALTH INSURANCE - PREMIUMS	54.20	601.24	687	88%	659.48	1,560	42%	659.48
209-567-718-010 HEALTH INSURANCE - HSA	.00	25.78	0	0%	10.45	0	0%	12.54
209-567-719-000 DENTAL INSURANCE PREMIUM	2.82	252.29	35	721%	32.57	64	51%	35.39
209-567-724-000 LIFE INSURANCE	1.17	12.87	12	107%	9.38	15	63%	10.55
209-567-751-000 OPERATING SUPPLIES	.00	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	19.66	100	20%	37.44	100	37%	37.44
209-567-792-000 SOFTWARE SUBSCRIPTIONS	.00	.00	0	0%	.00	1,000	0%	.00
209-567-801-000 PROFESSIONAL SERVICES	242.50	242.50	0	0%	.00	0	0%	.00
209-567-806-000 LEGAL SERVICES	.00	.00	0	0%	.00	0	0%	1,516.00
209-567-807-000 ARCHITECT SERVICES	.00	4,518.00	0	0%	.00	15,000	0%	1,732.00
209-567-808-000 SEXTON CONTRACTED SERVICES	6,937.50	69,375.00	90,000	77%	69,375.00	85,000	82%	83,250.00
209-567-826-000 OPEN/CLOSING SERVICES	600.00	8,500.00	12,000	71%	7,750.00	7,500	103%	10,685.76
209-567-849-000 CELL PHONE/STIPEND	.00	30.00	36	83%	18.00	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	536.57	500	107%	540.73	400	135%	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%	45.00	50	90%	45.00
209-567-918-000 WATER/SEWER	.00	137.24	500	27%	544.60	500	109%	544.60
209-567-920-000 ELECTRIC	58.03	349.55	400	87%	322.52	400	81%	351.63
209-567-929-000 GROUNDS REPAIR AND MAINTENANCE	.00	5,337.00	12,000	44%	8,000.00	12,000	67%	19,392.50
209-567-929-010 MONUMENT FOUND SETTINGS & REP	915.20	44,184.32	40,000	110%	30,582.65	30,000	102%	30,582.65
209-567-929-020 TREE TRIMMING AND REMOVALS	.00	1,837.30	2,500	73%	.00	2,500	0%	.00
209-567-933-000 SOFTWARE MAINTENANCE AGREEMNTS	716.00	716.00	650	110%	681.00	650	105%	681.00
209-567-935-000 PROPERTY LIABILITY INSURANCE	.00	399.00	500	80%	403.00	500	81%	403.00
209-567-939-000 WORKERS COMPENSATION INSURANCE	.00	36.04	60	60%	51.00	81	63%	51.00
209-567-940-000 EQUIPMENT FUND RENTALS	.00	.00	1,000	0%	2,617.90	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

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209-567-974-000 LAND IMPROVEMENTS - DEPRECIABL	.00	.00	89,850	0%	210,564.00	200,000	105%	205,514.00
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
TOTAL CEMETERY	10,480.79	147,608.29	279,100	53%	344,890.84	400,499	86%	372,472.75
TOTAL EXPENDITURES & OUT TRANSFERS	10,480.79	147,608.29	279,100	53%	344,890.84	400,499	86%	372,472.75
NET REVENUES OVER EXPENDITURES	(7,191.13)	99,092.19	(34,320)		112,745.97	26,301		94,276.20

RIVERSIDE CEMETERY MEMORIAL PROJECT
PROJECT ACCOUNTING
as of July 10, 2024

	Revenues/ (Expenditures)	Remaining Balance
Beginning Project Balance	\$ 100,000.00	\$ 100,000.00
Clearing of Memorial Site (Wickham)	\$ (4,900.00)	\$ 95,100.00
Conceptual Memorial Design (Landscape Architects & Planners)	\$ (5,250.00)	\$ 89,850.00
Conceptual Memorial Road Design (Landscape Architects & Planners)	\$ (1,000.00)	\$ 88,850.00
Construction Drawings (MCSA Group, Inc)	\$ (8,387.50)	\$ 80,462.50
 Budget Increase for 2024/2025	 \$ 35,000.00	 \$ 115,462.50
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Remaining Project Balance (July 10, 2024)		\$ 115,462.50
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