



City of *Hastings* Michigan

(269) 945-2468
FAX (269) 948-9544

201 E. State Street 49058

• Jane M. Saurman
Clerk / Treasurer / Director of Finance
jsaurman@hastingsmi.org

TO: Members of Cemetery Advisory Board
FROM: Jane Saurman
DATE: July 09, 2021
SUBJECT: July Meeting

We will again be meeting in person in the council chambers; all will need to wear a mask for the duration of the meeting.

Attached to this communication is June 2021 financial information for the City's Cemetery Special Revenue Fund as well as information for the Barry Community Foundation. We will be continuing our discussion for the landscaping projects and the memorial space. Also, we will be hearing from Mandy Furrow on ideas for a columbarium.

Looking forward to seeing you all.

Respectfully,

Jane M. Saurman
City Clerk/Treasurer/Director of Finance

City of Hastings
COUNTY OF BARRY, STATE OF MICHIGAN

**Riverside Cemetery Preservation Advisory Board Meeting Agenda
July 14, 2021**

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 9, 2021.
6. Public comment and communications.
7. Sexton Report.
8. Unfinished Business.
 - A. Irrigation repair
 - B. Landscaping
 - C. Memorial Space
9. New Business
 - A. BCF Funds report as of June 30, 2021.
 - B. Financial Status Reports as of June 30, 2021.
 - C. Chapel – Mandy Furrow
10. Board member comments.
11. Public Comment.
12. Adjourn.

**Riverside Cemetery Preservation Advisory Board Meeting Minutes
June 9, 2021**

1. Meeting was called to Order by Chair Huntley.
2. Present at roll call were Buehl, Huntley, Saurman and Resseguie for Tossava.

Absent: Coleman and Furrow.
3. Pledge of Allegiance.
4. Approval of the Agenda.

Motion by Buehl, with support by Resseguie, to approve the agenda as amended.
All ayes. Motion carried.
5. Approval of the Minutes of the meeting of May 12 , 2021.

Motion by Buehl, with support by Saurman, to approve the minutes as amended.
All ayes. Motion carried.
6. Public comment and communications.

None.
7. Sexton Report.

Josh Wickham commented on the success of Memorial Day and the condition of the cemetery including foundation repairs and irrigation.
8. Unfinished Business.
 - A. Irrigation repair

Nothings has been ordered for repair. Will need to have it working before landscaping project begins.
 - B. Landscaping

Free Drawing Randy Blair; Josh will reach out.

C. Memorial Space

Will place conceptual discussion on the agenda for the next meeting.

9. New Business

A. BCF Funds report as of May 31, 2021.

B. Financial Status Reports as of May 31, 2021.

Motion by Buehl, with support by Resseguie, to receive and file.
All ayes. Motion carried.

C. Chapel – Mandy Furrow

Will place on the next agenda.

10. Board member comments.

Comments offered by Buehl and Huntley.

11. Public Comment.

None.

12. Adjourn.

Motion by Buehl, with support by Resseguie, to adjourn at 3:24 PM.
All ayes. Motion carried.

Riverside Cemetery Fund

Additions

Contributions - Current Spendi	\$15,000.00
Dividend & Interest Income	\$5,349.63
Capital Gain - Realized	\$0.06
Capital Gain - Unrealized	(\$7,579.71)
Total Additions:	\$12,769.98

Subtractions

Total Subtractions: (\$0.00)

Net Assets

		Beginning (6/1/2021)	Activity	Ending (6/30/2021)
3000	Net Assets - Current Spending	(\$720,710.01)	\$0.00	(\$720,710.01)
3005	Spendable contributions	\$938,749.87	\$15,000.00	\$953,749.87
3010	Net Assets - Earnings	\$54,779.99	(\$2,230.02)	\$52,549.97
3020	Net Assets - Non Spendable	\$982,317.53	\$0.00	\$982,317.53
	Total Net Assets	\$1,255,137.38	\$12,769.98	\$1,267,907.36

Contact Bonnie Gettys • 269-945-0526 bonniesg2660@gmail.com • www.barrycf.org
231 S. Broadway • Hastings, MI 49058

CITY OF HASTINGS
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 12 MONTHS ENDING JUNE 30, 2021

FUND 209 - CEMETERY FUND

	THIS MONTH ACTUAL 30-JUN-21	THIS YEAR FISCAL YTD 30-JUN-21	REVISED BUDGET 2020-2021	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 30-JUN-20	REVISED BUDGET 2019-2020	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL
REVENUES								
209-100-403-000								
209-100-412-000								
209-100-432-000								
209-100-437-000								
209-100-445-000								
209-100-496-000								
209-100-573-000								
209-100-629-000								
209-100-642-000								
209-100-665-000								
209-100-672-000								
209-100-673-000								
209-100-676-000								
TOTAL REVENUES	2,782.51	220,957.95	205,475	108%	165,129.73	164,340	100%	165,129.73
TOTAL REVENUE & INCOMING TRANSFERS	2,782.51	220,957.95	205,475	108%	165,129.73	164,340	100%	165,129.73

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CEMETERY									
209-567-703-000	ADMINISTRATR/SUPERVSR SALARIES	594.24	7,719.04	7,725	100%	.00	0	0%	.00
209-567-704-000	PART-TIME WAGES	.00	2,112.00	11,139	19%	1,312.22	10,815	12%	1,312.22
209-567-709-000	SOCIAL SECURITY TAXES	41.80	705.07	1,443	49%	100.37	827	12%	100.37
209-567-716-000	MERS DEFINED CONTRIBUTIONS	.00	152.87	362	42%	.00	0	0%	.00
209-567-717-010	MERS DEFINED BENEFIT HYBRID	31.55	406.73	410	99%	.00	0	0%	.00
209-567-718-000	HEALTH INSURANCE - PREMIUMS	124.37	1,585.07	1,419	112%	.00	0	0%	.00
209-567-718-010	HEALTH INSURANCE - HSA	.00	101.07	441	23%	.00	0	0%	.00
209-567-719-000	DENTAL INSURANCE PREMIUM	5.32	86.28	109	79%	.00	0	0%	.00
209-567-724-000	LIFE INSURANCE	1.17	14.04	15	94%	.00	0	0%	.00
209-567-726-000	SHORT-TERM DISABILITY	.00	.00	120	0%	.00	0	0%	.00
209-567-727-000	LONG-TERM DISABILITY	.00	.00	18	0%	.00	0	0%	.00
209-567-751-000	OPERATING SUPPLIES	.00	390.69	750	52%	.00	0	0%	.00
209-567-756-000	REPAIR & MAINTENANCE SUPPLIES	.00	.00	250	0%	.00	0	0%	.00
209-567-766-000	DISPOSABLE TECHNOLOGY	.00	.00	0	0%	381.57	0	0%	381.57
209-567-777-000	OFFICE SUPPLIES	.00	.00	100	0%	.00	0	0%	.00
209-567-792-000	SOFTWARE SUBSCRIPTIONS	.00	.00	1,000	0%	821.58	1,500	55%	821.58
209-567-803-000	ADMINISTRATIVE SERVICES	.00	.00	0	0%	15,525.00	15,525	100%	15,525.00
209-567-808-000	SEXTON CONTRACTED SERVICES	6,937.50	62,437.50	85,000	73%	83,250.00	101,500	82%	83,250.00
209-567-826-000	OPEN/CLOSING SERVICES	400.00	6,600.00	6,000	110%	7,600.00	12,000	63%	7,600.00
209-567-851-000	MAIL/POSTAGE	.00	.00	150	0%	110.00	150	73%	110.00
209-567-886-000	PHOTOGRAPHY/VIDEOGRAPHY	.00	.00	0	0%	65.00	65	100%	65.00
209-567-900-000	PRINTING AND PUBLISHING	.00	554.14	650	85%	616.94	600	103%	616.94
209-567-906-000	PROMOTIONS/MARKETING	.00	.00	0	0%	780.00	0	0%	780.00
209-567-909-000	TRAINING	.00	163.90	0	0%	.00	0	0%	.00
209-567-911-000	CONFERENCES	.00	.00	650	0%	573.61	750	76%	429.32
209-567-915-000	MEMBERSHIPS	.00	.00	50	0%	40.00	70	57%	40.00
209-567-918-000	WATER/SEWER	399.41	552.47	100	552%	48.81	100	49%	48.81
209-567-920-000	ELECTRIC	30.77	364.93	350	104%	316.10	360	88%	316.10
209-567-929-000	GROUPS REPAIR AND MAINTENANCE	525.75	16,932.39	1,000	1693%	.00	0	0%	.00
209-567-929-010	MONUMENT FOUND SETTINGS & REP	2,981.64	18,972.90	18,000	105%	20,014.41	20,000	100%	20,800.29
209-567-929-020	TREE TRIMMING AND REMOVALS	.00	.00	2,500	0%	2,300.00	5,000	46%	2,300.00
209-567-933-000	SOFTWARE MAINTENANCE AGREEMNTS	.00	611.00	650	94%	603.00	600	101%	603.00
209-567-935-000	PROPERTY LIABILITY INSURANCE	.00	415.00	300	138%	289.00	280	103%	289.00
209-567-939-000	WORKERS COMPENSATION INSURANCE	.00	45.88	27	170%	224.72	392	57%	224.72
209-567-947-000	GIS SERVICES	.00	.00	600	0%	.00	0	0%	.00
209-567-965-000	PROPERTY TAX REIMBURSEMENT	.00	.00	150	0%	38.72	0	0%	38.72

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209-567-974-010 LAND IMPROVEMENTS - NON-DEPRCB	.00	.00	5,000	0%	4,515.48	5,000	90%	4,515.48
209-567-979-010 EQUIP YARD & STORAGE - NON-DEP	.00	.00	0	0%	3,258.21	3,500	93%	3,258.21
TOTAL CEMETERY	12,073.52	120,922.97	146,478	83%	142,784.74	179,034	80%	143,426.33
TOTAL EXPENDITURES & OUT TRANSFERS	12,073.52	120,922.97	146,478	83%	142,784.74	179,034	80%	143,426.33
NET REVENUES OVER EXPENDITURES	(9,291.01)	100,034.98	58,997		22,344.99	(14,694)		21,703.40

CITY OF HASTINGS

BALANCE SHEET SUMMARY
AS OF JUNE 30, 2021

FUND 209 - CEMETERY FUND

	THIS YEAR FISCAL YTD 30-JUN-21	LAST YEAR FISCAL YTD 30-JUN-20
<u>ASSETS</u>		
CASH AND INVESTMENTS	224,023.48	124,065.98
<u>TOTAL ASSETS</u>	<u>224,023.48</u>	<u>124,065.98</u>
<u>EQUITY</u>		
RESERVES	123,424.39	101,720.99
REVENUE OVER EXPENDITURES YTD	100,034.98	22,344.99
<u>TOTAL EQUITY</u>	<u>223,459.37</u>	<u>124,065.98</u>
<u>TOTAL LIABILITIES AND EQUITY</u>	<u>223,459.37</u>	<u>124,065.98</u>