



City of *Hastings* Michigan

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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: September 02, 2021  
SUBJECT: September Meeting

We will again be meeting in person in the council chambers; we have been wearing a mask here at City Hall due to the increased cases of the COVID – 19 virus.

Attached to this communication is July 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.

I will also be sharing information received from my participation in the Michigan Association of Municipal Cemeteries conference.

Looking forward to seeing you all.

Respectfully,

A handwritten signature in black ink, appearing to read 'J. Saurman', with a long horizontal flourish extending to the right.

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

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

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**Riverside Cemetery Preservation Advisory Board Meeting Agenda  
September 8, 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 July 14, 2021.
6. Public comment and communications.
7. Sexton Report.
8. Unfinished Business.
  - A. Landscaping
  - B. Memorial Space
9. New Business
  - A. BCF Funds report as of July 31, 2021.
  - B. Financial Status Reports as of July 31, 2021.
  - C. Wreaths Across America – December 18, 2021
10. Board member comments.
11. Public Comment.
12. Adjourn.

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

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

1. Meeting was called to order by Vice Chair Dave Coleman at 3:02 PM.
2. Present at roll call were Buehl, Coleman, Saurman, Tossava and Tate.  
  
Absent: Huntley and Furrow.  
  
Guests Present: John Resseguie, Josh Wickham, Randy Blair, and Amy Hubbell.
3. Pledge of Allegiance.
4. Approval of the Agenda.  
  
Motion by Tossava, with support by Buehl, to approve the agenda as presented.  
All ayes. Motion carried.
5. Approval of the Minutes of the meeting of June 9, 2021.  
  
Motion by Tossava, with support by Buehl, to approve the minutes as presented.  
All ayes. Motion carried.
6. Public comment and communications.  
  
None.
7. Sexton Report.  
  
One hundred stones/sixty foundations repaired; drives have been sprayed.
8. Unfinished Business.
  - A. Irrigation repair  
  
Thirteen heads and some line leaks need replaced/repaired. Should be completed by next meeting.
  - B. Landscaping

Randy Blair gave a presentation regarding plans for landscaping and memorial space.

C. Memorial Space

Travis Tate to get Leaping Lizards for landscaping quote North Entrance only.

9. New Business

A. BCF Funds report as of June 30, 2021.

B. Financial Status Reports as of June 30, 2021.

Motion by Buehl, with support by Tossava, to receive and place on file financial reports as presented.

All ayes. Motion carried.

C. Chapel – Mandy Furrow

Defer until the August Meeting.

10. Board member comments.

None.

11. Public Comment.

None.

12. Adjourn.

Motion by Tossava, and Support by Buehl, to adjourn at 3:49 PM.

All ayes. Motion carried.

# Riverside Cemetery Fund

## Additions

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**Total Additions: \$0.00**

## Subtractions

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

## Net Assets

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		<b>Beginning (7/1/2021)</b>	<b>Activity</b>	<b>Ending (7/30/2021)</b>
3000	Net Assets - Current Spending	\$0.00	\$43,629.73	\$43,629.73
3005	Spendable contributions	\$233,039.86	\$0.00	\$233,039.86
3010	Net Assets - Earnings	\$49,823.10	(\$43,629.73)	\$6,193.37
3020	Net Assets - Non Spendable	\$982,317.53	\$0.00	\$982,317.53
<b>Total Net Assets</b>		<b>\$1,265,180.49</b>	<b>\$0.00</b>	<b>\$1,265,180.49</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

# CITY OF HASTINGS

BALANCE SHEET  
AS OF JULY 31, 2021

## FUND 209 - CEMETERY FUND

		<i>FISCAL YTD</i> 31-JUL-21	<i>FISCAL YTD</i> 31-JUL-20
<b><u>ASSETS</u></b>			
209-000-001-001	CHECKING ACCOUNT - COMMON CASH	.00	19,204.80
209-000-017-050	INVESTMENTS - MI CLASS POOLED	197,359.67	124,102.55
	<b>TOTAL ASSETS</b>	<b>197,359.67</b>	<b>143,307.35</b>
<b><u>LIABILITIES AND FUND BALANCE</u></b>			
<b><u>LIABILITIES</u></b>			
209-000-202-000	ACCOUNTS PAYABLE	.00	785.88
	<b>TOTAL LIABILITIES</b>	<b>.00</b>	<b>785.88</b>
<b><u>FUND BALANCE</u></b>			
209-000-375-000	FUND BALANCE - RESTRICTED	166,121.87	123,424.39
209-000-380-000	COMMITTED FUND BALANCE	50,000.00	.00
	REVENUE OVER EXPENDITURES - YTD	( 18,762.20)	19,097.08
	<b>TOTAL FUND BALANCE</b>	<b>197,359.67</b>	<b>142,521.47</b>
	<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>197,359.67</b>	<b>143,307.35</b>



**CITY OF HASTINGS**  
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 1 MONTHS ENDING JULY 31, 2021

**FUND 209 - CEMETERY FUND**

	THIS MONTH ACTUAL 31-JUL-21	THIS YEAR FISCAL YTD 31-JUL-21	REVISED BUDGET 2021-2022	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-JUL-20	REVISED BUDGET 2020-2021	LAST YEAR YTD % OF BUDGET	LAST YEAR FULL YEAR ACTUAL	
<b>REVENUES</b>									
209-100-403-000	CURRENT PRPTY TAXES - CEMETERY	.00	.00	185,000	0%	18,666.27	186,000	10%	186,210.86
209-100-412-000	DELINQUENT PERSONAL PROP TAXES	.00	.00	0	0%	.00	0	0%	11.79
209-100-432-000	PAYMNT IN LIEU OF TAXES (PILT)	.00	.00	600	0%	.00	635	0%	879.82
209-100-437-000	INDUSTRIAL FACILITIES TAXES	.00	.00	2,000	0%	.00	2,100	0%	2,182.42
209-100-445-000	PENALTIES & INTEREST ON TAXES	.00	.00	200	0%	.00	140	0%	596.11
209-100-496-000	BURIAL OPEN/CLOSE FEES	200.00	200.00	7,500	3%	.00	6,000	0%	7,425.00
209-100-573-000	LOCAL COMM STABILIZATION SHARE	.00	.00	5,000	0%	.00	3,000	0%	5,295.07
209-100-629-000	MONUMENT FOUNDATION FEES	660.08	660.08	3,000	22%	668.96	3,000	22%	6,926.40
209-100-642-000	CEMETERY BURIAL RIGHTS SALES	450.00	450.00	5,000	9%	1,050.00	3,000	35%	10,380.00
209-100-665-000	INTEREST EARNED ON DEP & INVST	2.93	2.93	250	1%	36.57	1,600	2%	200.48
209-100-673-000	GAIN/LOSS ON SALE OF ASSETS	.00	.00	0	0%	.00	0	0%	850.00
<b>TOTAL REVENUES</b>		<b>1,313.01</b>	<b>1,313.01</b>	<b>208,550</b>	<b>1%</b>	<b>20,421.80</b>	<b>205,475</b>	<b>10%</b>	<b>220,957.95</b>
<b>TOTAL REVENUE &amp; INCOMING TRANSFERS</b>		<b>1,313.01</b>	<b>1,313.01</b>	<b>208,550</b>	<b>1%</b>	<b>20,421.80</b>	<b>205,475</b>	<b>10%</b>	<b>220,957.95</b>

**CITY OF HASTINGS**  
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**FUND 209 - CEMETERY FUND**

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<b>CEMETERY</b>									
209-567-703-000	ADMINISTRATR/SUPERVSR SALARIES	692.31	692.31	10,000	7%	588.18	7,725	8%	7,719.04
209-567-704-000	PART-TIME WAGES	.00	.00	6,968	0%	.00	11,139	0%	2,112.00
209-567-709-000	SOCIAL SECURITY TAXES	49.30	49.30	1,298	4%	41.61	1,443	3%	705.07
209-567-716-000	MERS DEFINED CONTRIBUTIONS	16.24	16.24	447	4%	27.58	362	8%	152.87
209-567-717-010	MERS DEFINED BENEFIT HYBRID	31.55	31.55	553	6%	28.44	410	7%	406.73
209-567-718-000	HEALTH INSURANCE - PREMIUMS	124.37	124.37	1,473	8%	118.24	1,419	8%	1,585.07
209-567-718-010	HEALTH INSURANCE - HSA	.00	.00	0	0%	33.69	441	8%	101.07
209-567-719-000	DENTAL INSURANCE PREMIUM	5.32	5.32	64	8%	9.06	109	8%	86.28
209-567-724-000	LIFE INSURANCE	1.17	1.17	15	8%	1.17	15	8%	14.04
209-567-726-000	SHORT-TERM DISABILITY	.00	.00	0	0%	.00	120	0%	.00
209-567-727-000	LONG-TERM DISABILITY	.00	.00	0	0%	.00	18	0%	.00
209-567-751-000	OPERATING SUPPLIES	.00	.00	750	0%	.00	750	0%	390.69
209-567-756-000	REPAIR & MAINTENANCE SUPPLIES	.00	.00	100	0%	.00	250	0%	.00
209-567-777-000	OFFICE SUPPLIES	.00	.00	100	0%	.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	0	0%	.00
209-567-808-000	SEXTON CONTRACTED SERVICES	.00	.00	85,000	0%	.00	85,000	0%	83,250.00
209-567-826-000	OPEN/CLOSING SERVICES	.00	.00	7,500	0%	.00	6,000	0%	7,000.00
209-567-851-000	MAIL/POSTAGE	.00	.00	150	0%	.00	150	0%	.00
209-567-900-000	PRINTING AND PUBLISHING	.00	.00	800	0%	.00	650	0%	554.14
209-567-906-000	PROMOTIONS/MARKETING	.00	.00	800	0%	.00	0	0%	.00
209-567-909-000	TRAINING	.00	.00	0	0%	.00	0	0%	163.90
209-567-911-000	CONFERENCES	129.00	129.00	650	20%	.00	650	0%	.00
209-567-915-000	MEMBERSHIPS	.00	.00	50	0%	.00	50	0%	.00
209-567-918-000	WATER/SEWER	43.31	43.31	250	17%	23.03	100	23%	552.47
209-567-920-000	ELECTRIC	31.06	31.06	400	8%	27.25	350	8%	364.93
209-567-929-000	GROUNDS REPAIR AND MAINTENANCE	.00	.00	12,000	0%	.00	1,000	0%	3,057.39
209-567-929-010	MONUMENT FOUND SETTINGS & REP	18,527.48	18,527.48	20,000	93%	.00	18,000	0%	18,972.90
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%	611.00
209-567-935-000	PROPERTY LIABILITY INSURANCE	415.00	415.00	500	83%	415.00	300	138%	415.00
209-567-939-000	WORKERS COMPENSATION INSURANCE	9.10	9.10	41	22%	11.47	27	42%	45.88
209-567-947-000	GIS SERVICES	.00	.00	600	0%	.00	600	0%	.00
209-567-965-000	PROPERTY TAX REIMBURSEMENT	.00	.00	150	0%	.00	150	0%	.00
209-567-974-010	LAND IMPROVEMENTS - NON-DEPRCB	.00	.00	15,000	0%	.00	5,000	0%	.00
209-567-975-000	BLDG & BLDG IMPRVMT - DEPRECBL	.00	.00	5,000	0%	.00	0	0%	.00



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 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
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*FUND 209 - CEMETERY FUND*

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TOTAL CEMETERY	20,075.21	20,075.21	189,809	11%	1,324.72	146,478	1%	128,260.47
TOTAL EXPENDITURES & OUT TRANSFERS	20,075.21	20,075.21	189,809	11%	1,324.72	146,478	1%	128,260.47
NET REVENUES OVER EXPENDITURES	( 18,762.20)	( 18,762.20)	18,741		19,097.08	58,997		92,697.48