



City of *Hastings* Michigan

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201 E. State Street 49058

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

TO: Members of Cemetery Advisory Board  
FROM: Jane Saurman  
DATE: April 27, 2021  
SUBJECT: April Meeting

We are looking forward to seeing you all at the next Cemetery Board meeting at 3:00 pm on Wednesday May 11, 2022. This month we will be meeting in the Conference Room again.

Attached to this communication is March 2022 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 landscaping. Also, please review the ordinance information circulated at the March meeting and bring discussion.

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

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**Riverside Cemetery Preservation Advisory Board Meeting Agenda  
May 11, 2022**

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 April 13, 2022.
6. Public comment and communications.
7. Sexton Update
8. Unfinished Business.
  - A. Landscaping
  - B. Cemetery Ordinance
9. New Business
  - A. BCF Funds report as of March 31, 2022.
  - B. Financial Status Reports as of March 31, 2022.
10. Board member comments.
11. Public Comment.
12. Adjourn.

**Riverside Cemetery Preservation Advisory Board Meeting Minutes  
April 13, 2022**

1. The meeting was called to order at 3:08 PM by Chair Huntley in the Conference Room at City Hall.
2. Present at Roll Call were Buehl, Coleman, Huntley, Furrow, Saurman, and Tossava.  
  
Absent: Travis Tate.  
  
Guests Present: Dr. Atkinson, Mr. Snyder, John Resseguie and Josh Wickham.
3. Pledge of Allegiance.
4. Approval of the Agenda.  
  
Motion by Coleman, second by Furrow, to approve the agenda as presented.  
All ayes. Motion carried.
5. Approval of the Minutes of the meeting of March 9, 2022.  
  
Motion by Tossava, second by Buehl, to approve the minutes as presented.  
All ayes. Motion carried.
6. Public comment and communications.  
  
None.
7. Sexton Update:  
  
Josh reported on the state of the Cemetery and road paving interest. Water will be turned on in May and foundations starting next week, weather depending.
8. Unfinished Business.
  - A. Memorial Space Update – Bonnie Huntley  
  
Bonnie summarized the visit to Riverside and discussed expansion of conceptual space.

- B. Cemetery Roads - Determine direction for road improvements.

Motion by Tossava, second by Buehl, to improve all roads with asphalt.

Ayes: Buehl, Saurman and Tossava.

Nays: Coleman, Huntley and Furrow.

Absent: Tate.

Motion failed due to a tie vote (3 to 3).

- C. Wreaths Across America

Dr. Atkinson to share American Legion perspective

Comments offered by Dr. Atkinson; based on information given, the Riverside Cemetery will cease looking into the program.

- D. Cemetery Ordinance

Will be addressed next month.

## 9. New Business

- A. BCF Funds report as of February 28, 2022.

- B. Financial Status Reports as of February 28, 2022.

Motion by Coleman, second by Tossava, to receive and place on file financial reports as distributed.

All ayes. Motion carried.

- C. Landscaping

Discussion regarding landscaping to be redone. Jane will approach Randy Blair regarding redoing landscaping.

## 10. Board member comments.

Comments offered by Furrow.

## 11. Public Comment.

Offered by Mr. Snyder.

12. Adjourn.

Motion by Tossava, second by Furrow, to adjourn at 4:27 PM.  
All ayes. Motion carried.

# Riverside Cemetery Fund

## Additions

Dividend & Interest Income	\$2,807.39
Capital Gain - Realized	\$144.61
Capital Gain - Unrealized	(\$6,896.48)
<b>Total Addition :</b>	<b>(\$3,944.48)</b>

## Subtractions

Fund Administrative Fee	\$2,874.33
<b>Total Subtraction :</b>	<b>\$2,874.33</b>

## Net Assets

	Beginning (3/1/2022)	Activity	Ending (3/31/2022)
3000 Net Assets - Current Spending	\$43,629.73	\$0.00	\$43,629.73
3005 Spendable contributions	\$236,238.46	\$0.00	\$236,238.46
3010 Net Assets - Earnings	(\$21,890.71)	(\$6,818.81)	(\$28,709.52)
3020 Net Assets - Non Spendable	\$1,012,877.53	\$0.00	\$1,012,877.53
<b>Total Net Assets</b>	<b>\$1,270,855.01</b>	<b>(\$8,818.81)</b>	<b>\$1,262,036.20</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 MARCH 31, 2022

## *FUND 209 - CEMETERY FUND*

	<i>FISCAL YTD</i> 31-MAR-22	<i>FISCAL YTD</i> 31-MAR-21
<b><u>ASSETS</u></b>		
209-000-001-001 CHECKING ACCOUNT - COMMON CASH	.00	13.94
209-000-017-000 INVESTMENTS -AMERICAN DEP MGMT	328,017.10	.00
209-000-017-050 INVESTMENTS - M CLASS POOLED	.00	242,365.13
	328,017.10	242,379.07
TOTAL ASSETS	328,017.10	242,379.07
 <b><u>LIABILITIES AND FUND BALANCE</u></b>		
<b><u>LIABILITIES</u></b>		
209-000-202-000 ACCOUNTS PAYABLE	370.09	.00
	370.09	.00
TOTAL LIABILITIES	370.09	.00
 <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	111,525.14	118,954.68
	327,647.01	242,379.07
TOTAL FUND BALANCE	327,647.01	242,379.07
TOTAL LIABILITIES AND FUND BALANCE	328,017.10	242,379.07

**CITY OF HASTINGS**  
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2022

*FUND209 - CEMETERY FUND*

	THIS MONTH ACTUAL 31-MAR-22	THIS YEAR FISCAL YTD 31-MAR-22	REVISED BUDGET 2021-2022	THIS YEAR YTD % OF BUDGET	LAST YEAR FISCAL YTD 31-MAR-21	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	620.11	178,867.27	185,000	97%	181,998.66	186,000	98%	186,210.86
209-100-412-000	DELINQUENT PERSONAL PROP TAXES	.00	65.82	0	0%	11.79	0	0%	11.79
209-100-432-000	PAYMNT IN LIEU OF TAXES (PILT)	.00	910.08	600	152%	.00	635	0%	879.82
209-100-437-000	INDUSTRIAL FACILITIES TAXES	.00	.00	2,000	0%	2,182.42	2,100	104%	2,182.42
209-100-445-000	PENALTIES & INTEREST ON TAXES	37.59	172.67	200	86%	350.77	140	251%	596.11
209-100-496-000	BURIAL OPEN/CLOSE FEES	2,300.00	11,150.00	7,500	149%	4,125.00	6,000	69%	7,425.00
209-100-573-000	LOCAL COMM STABILIZATION SHARE	.00	3,261.42	5,000	65%	3,240.50	3,000	108%	5,295.07
209-100-629-000	MONUMENT FOUNDATION FEES	676.36	6,639.28	3,000	221%	3,890.92	3,000	130%	6,926.40
209-100-642-000	CEMETERY BURIAL RIGHTS SALES	2,100.00	9,900.00	5,000	198%	9,580.00	3,000	319%	10,380.00
209-100-665-000	INTEREST EARNED ON DEP & INVST	.00	14.77	250	6%	174.55	1,600	11%	200.48
209-100-673-000	GAIN/LOSS ON SALE OF ASSETS	.00	.00	0	0%	850.00	0	0%	850.00
<b>TOTAL REVENUES</b>		<b>5,734.06</b>	<b>210,981.31</b>	<b>208,550</b>	<b>101%</b>	<b>206,404.61</b>	<b>205,475</b>	<b>100%</b>	<b>220,957.95</b>
<b>TOTAL REVENUE &amp; INCOMING TRANSFERS</b>		<b>5,734.06</b>	<b>210,981.31</b>	<b>208,550</b>	<b>101%</b>	<b>206,404.61</b>	<b>205,475</b>	<b>100%</b>	<b>220,957.95</b>



**CITY OF HASTINGS**  
 DETAIL REVENUES AND EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 9 MONTHS ENDING MARCH 31, 2022

**FUND 209 - CEMETERY FUND**

	THIS MONTH	THIS YEAR	REVISED	THIS YEAR	LAST YEAR	REVISED	LAST YEAR	LAST YEAR	
	ACTUAL	FISCAL YTO	BUDGET	YTO/OOF	FISCAL YTO	BUDGET	YTO % OF	LAST YEAR	
	31-MAR-22	31-MAR-22	2021-2022	BUDGET	31-MAR-21	2020-2021	BUDGET	FULL YEAR	
								ACTUAL	
<b>CEMETERY</b>									
209-567-703-000	ADMINISTRATR/SUPERVSR SALARIES	1,038.45	6,923.04	10,000	69%	5,639.21	7,725	73%	7,719.04
209-567-704-000	PART-TIME WAGES	0	0	6,968	0%	2,112.00	11,139	19%	2,112.00
209-567-709-000	SOCIAL SECURITY TAXES	71.82	489.31	1,298	38%	558.77	1,443	39%	705.07
209-567-716-000	MERS DEFINED CONTRIBUTIONS	0	210.05	447	47%	124.99	362	35%	152.87
209-567-717-010	MERS DEFINED BENEFIT HYBRID	38.36	357.54	553	65%	296.30	410	72%	406.73
209-567-718-000	HEALTH INSURANCE - PREMIUMS	129.09	1,135.85	1,473	77%	1,214.31	1,419	86%	1,585.07
209-567-718-010	HEALTH INSURANCE - HSA	0	35.52	0	0%	101.07	441	23%	101.07
209-567-719-000	DENTAL INSURANCE PREMIUM	5.32	47.88	64	75%	70.32	109	65%	86.28
209-567-724-000	LIFE INSURANCE	1.17	10.53	15	70%	10.53	15	70%	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	74.96	750	10%	390.69	750	52%	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%	0
209-567-807-000	ARCHITECT SERVICES	.00	.00	15,000	0%	.00	0	0%	.00
209-567-808-000	SEXTON CONTRACTED SERVICES	.00	48,562.50	85,000	57%	55,500.00	85,000	65%	83,250.00
209-567-826-000	OPEN/CLOSING SERVICES	.00	9,300.00	7,500	124%	3,900.00	6,000	65%	7,000.00
209-567-851-000	MAIUPOSTAGE	.00	.00	150	0%	.00	150	0%	.00
209-567-900-000	PRINTING ANO PUBLISHING	.00	368.06	800	46%	554.14	650	85%	718.04
209-567-906-000	PROMOTIONS/MARKETING	.00	14.00	800	2%	.00	0	0%	.00
209-567-911-000	CONFERENCES	.00	439.78	650	68%	.00	650	0%	.00
209-567-915-000	MEMBERSHIPS	.00	.00	50	0%	.00	50	0%	.00
209-567-918-000	WATER/SEWER	.00	170.02	250	68%	153.06	100	153%	552.47
209-567-920-000	ELECTRIC	30.76	277.48	400	69%	272.40	350	78%	364.93
209-567-929-000	GROUNDS REPAIR AND MAINTENANCE	.00	1,900.00	12,000	16%	100.00	1,000	10%	625.75
209-567-929-010	MONUMENT FOUND SETTINGS & REP	.00	28,523.34	20,000	143%	15,991.26	18,000	89%	21,404.54
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	.00	415.00	500	83%	415.00	300	138%	415.00
209-567-939-000	WORKERS COMPENSATION INSURANCE	10.72	38.02	41	93%	45.88	27	170%	45.88
209-567-947-000	GIS SERVICES	.00	.00	600	0%	.00	600	0%	.00
209-567-965-000	PROPERTY TAX REIMBURSEMENT	.00	163.29	150	109%	.00	150	0%	.00
209-567-974-010	LANDIMPROVEMENTS-NON-DEPRCB	.00	.00	15,000	0%	.00	5,000	0%	.00
209-567-975-000	BLDG & BLDG IMPRVMT - DEPRECB	.00	.00	5,000	0%	.00	0	0%	.00

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TOTAL CEMETERY	1,325.69	99,456.17	189,809	52%	87,449.93	146,478	60%	128,260.47
TOTAL EXPENDITURES & OUT TRANSFERS	1,325.69	99,456.17	189,809	52%	87,449.93	146,478	60%	128,260.47
NET REVENUES OVER EXPENDITURES	4,408.37	111,525.14	18,741		118,954.68	58,997		92,697.48