



Plymouth Cemetery Board of Trustees

Special Meeting Agenda

Monday, April 14, 2025 - 5:00 p.m.
Riverside Cemetery, 680 Plymouth Rd.

Department of Municipal Services
1231 Goldsmith
Plymouth, Michigan 48170

www.plymouthmi.gov
Phone 734-453-7737
Fax 734-455-1666

- 1) CALL TO ORDER
- 2) CITIZEN COMMENTS
- 3) APPROVAL OF THE AGENDA
- 4) APPROVAL OF THE MEETING MINUTES
 - a. Approval of March 10, 2025 meeting minutes
- 5) TRUSTEE COMMENTS
- 6) OLD BUSINESS
 - a. Review design development plan for columbarium and mausoleum improvements
- 7) NEW BUSINESS
- 8) REPORTS AND CORRESPONDENCE
- 9) ADJOURNMENT

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Commission, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to provide reasonable accommodation.

City of Plymouth Strategic Plan 2022-2026

GOAL AREA ONE – SUSTAINABLE INFRASTRUCTURE

OBJECTIVES

1. Identify and establish sustainable financial model(s) for major capital projects, Old Village business district, 35th District Court, recreation department, and public safety
2. Incorporate eco-friendly, sustainable practices into city assets, services, and policies; including more environmentally friendly surfaces, reduced impervious surfaces, expanded recycling and composting services, prioritizing native and pollinator-friendly plants, encouraging rain gardens, and growing a mature tree canopy
3. Partner with or become members of additional environmentally aware organizations
4. Increase technology infrastructure into city assets, services, and policies
5. Continue sustainable infrastructure improvement for utilities, facilities, and fleet
6. Address changing vehicular habits, including paid parking system /parking deck replacement plan, electric vehicle (EV) charging stations, and one-way street options

GOAL AREA TWO – STAFF DEVELOPMENT, TRAINING, AND SUCCESSION

OBJECTIVES

1. Create policies and programs that support staff recruitment/retention, including a coordinated recruitment program, flexible scheduling, and an internship program
2. Increase staff levels to appropriately support city services and departments
3. Provide staff/board/volunteer trainings and programming with a focus on improving understanding on issues of diversity, equity, and inclusion and emphasizing working with and serving diverse communities

GOAL AREA THREE – COMMUNITY CONNECTIVITY

OBJECTIVES

1. Engage in partnerships with public, private, and non-profit entities
2. Increase residential/business education programs for active citizen engagement
3. Robust diversity, equity, and inclusion programs
4. Actively participate with multi-governmental lobbies (Michigan Municipal League, Conference of Western Wayne, etc.)

GOAL AREA FOUR – ATTRACTIVE, LIVABLE COMMUNITY

OBJECTIVES

1. Create vibrant commercial districts by seeking appropriate mixed-use development, marketing transitional properties, and implementing Redevelopment Ready Communities (RRC) practices
2. Improve existing and pursue additional recreational and public green space opportunities and facilities for all ages
3. Develop multi-modal transportation plan which prioritizes pedestrian and biker safety
4. Improve link between Hines Park, Old Village, Downtown Plymouth, Plymouth Township, and other regional destinations
5. Maintain safe, well-lit neighborhoods with diverse housing stock that maximizes resident livability and satisfaction
6. Modernize and update zoning ordinance to reflect community vision
7. Implement Kellogg Park master plan



Plymouth Cemetery Board of Trustees

Regular Meeting Minutes

Monday, March 10, 2025
Riverside Cemetery, 680 Plymouth Rd.

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. CALL TO ORDER

Chair Hess called the meeting to order at 5:10 p.m.

Present: Chair Don Hess and Trustees Pat Grzywacz, Jill Marecki, and Kathleen Hier

Excused: Trustee Kathy Townsend

Also present: City Comm. Liaison Linda Filipczak, Department of Municipal Services staff

2. CITIZENS COMMENTS

None.

3. APPROVAL OF THE AGENDA

Hier offered a motion, seconded by Hess, to approve the agenda for March 10, 2025.

There was a voice vote.

MOTION PASSED 4-0

4. APPROVAL OF THE MEETING MINUTES

Grzywacz offered a motion, seconded by Hier, to approve the minutes of the October 28, 2024 meeting.

There was a voice vote.

MOTION PASSED 4-0

5. TRUSTEE COMMENTS

None.

6. OLD BUSINESS

There was no old business.

7. NEW BUSINESS

- a) Review design development plan for columbarium and mausoleum improvements

Gerlach presented photos of niche configurations located in cemeteries in the area. He also presented information on how many niches are occupied singularly or plurally.

The Board discussed the proposed improvements and the photos in detail.

- The Board reviewed the photos and discussed that these cemeteries offered single and double (referred to as "squares" and "rectangles") occupancy per wall, most others offer one or the other per wall. They were split on if the walls should be all singles or a mixture of singles and doubles.
- The Board desired uniformity on each wall.
- The Board desired larger "premium" niches where the current couch crypts are located.
- There was a desire to still allow two cremains to be placed in the single "squares".
- There was discussion about urn sizes and the size of a standard urn vault.
- The Board was interested in an approximate split of 2/3 single to 1/3 double occupancy.

- There were questions about the actual demand at neighboring cemeteries.
- The Board wanted the nameplates to be black/pewter color instead of the current brown/bronze with simple, clean aesthetic.
- The doubles “rectangles” would have a proportional sized nameplate.
- The Board discussed the interior niches including outstanding maintenance items of the roof and failing plasterwork. There was consensus to select a marble niche system.
- The Board preferred an “a la carte” pricing option and increased non-resident prices.
- The upcoming meetings are Monday, April 14 at 5:00 p.m. and Monday, May 19 at 5:00 p.m.

8. REPORTS AND CORRESPONDENCE

None.

9. ADJOURNMENT

Grzywacz offered a motion, seconded by Marecki, to adjourn the meeting at 6:33 p.m.

There was a voice vote.

MOTION PASSED 4-0