



Plymouth Cemetery Board of Trustees

Regular Meeting Agenda

Monday, May 27, 2026 - 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
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 Board of Trustees, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.
- 3) APPROVAL OF THE AGENDA
- 4) APPROVAL OF THE MEETING MINUTES
 - a. Approval of May 19, 2025 meeting minutes
- 5) ELECTION OF OFFICERS
- 6) TRUSTEE COMMENTS
- 7) OLD BUSINESS
- 8) NEW BUSINESS
 - a. Cemetery rules
 - b. Cemetery rates
 - c. Mausoleum project
- 9) REPORTS AND CORRESPONDENCE
 - a. Cemetery Ordinance update
 - b. Policies and procedures update
 - c. Cemetery walk through
- 10) ADJOURNMENT

Meetings of the City of Plymouth are open to all without regard to race, sex, color, age, national origin, religion, height, weight, marital status, disability, or any other trait protected under applicable law. Any individual planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) should submit a request to the ADA Coordinator at 734-453-1234 ext. 234 at least two working days in advance of the meeting. The request may also be submitted via mail at 201 S. Main St. Plymouth, MI 48170, or email to clerk@plymouthmi.gov.

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, May 19, 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 5:02 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

Grzywacz offered a motion, seconded by Hier, to approve the agenda for April 14, 2025.

There was a voice vote.

MOTION PASSED 4-0

4. APPROVAL OF THE MEETING MINUTES

Hess offered a motion, seconded by Grzywacz, to approve the minutes of the April 14, 2025 meeting.

There was a voice vote.

MOTION PASSED 4-0

5. ELECTION OF OFFICERS

Grzywacz nominated Hess as Chair. There were no other nominations.

There was a voice vote.

MOTION PASSED 4-0

Marecki nominated Hier as Vice-Chair. There were no other nominations.

There was a voice vote.

MOTION PASSED 4-0

6. TRUSTEE COMMENTS

Grzywacz thought the spoils area should be fenced. Hess agreed. Gerlach explained that ideally, the area would be screened using a berm and shrubs. Filipczak asked how much a screening fence would cost.

Marecki asked about the steep hill into Hines Park and if there were any safety issues. Gerlach confirm there are no safety concerns.

7. OLD BUSINESS

There was no new business.

8. NEW BUSINESS

a. Cemetery rules

The Board discussed hold times. There were no comments on the other proposed changes.

Hier offered a motion, seconded by Grzywacz, to approve the Cemetery Rules as presented.

There was a voice vote.

MOTION PASSED 4-0

b. Cemetery rates

The Board discussed the definition of resident and non-resident. It was explained that the intention is to review and change rates each year, as appropriate. A special meeting will need to be called to set the rates for the new niches. There were no comments on the other proposed changes.

Grzywacz offered a motion, seconded by Marecki, to approve the Cemetery Rates as presented.

There was a voice vote.

MOTION PASSED 4-0

9. REPORTS AND CORRESPONDENCE

a. Cemetery Walk Through

The Board walked through the Cemetery grounds. They discussed the spoils area including the previous fence and possible berm.

10. ADJOURNMENT

Hier offered a motion, seconded by Grzywacz, to adjourn the meeting at 6:11 p.m.

There was a voice vote.

MOTION PASSED 4-0



Department of Municipal Services

1231 Goldsmith, Plymouth, MI

734-453-7737

dms@plymouthmi.gov

To: Cemetery Board
From: Municipal Services Administration
Date: May 14, 2026
Re: Riverside Cemetery Rules Review

BACKGROUND:

The City of Plymouth Department of Municipal Services performs an annual review of the Riverside Cemetery Rules. The Administration is proposing the following changes:

- A disinterment may only be scheduled when winter surcharge rates are not active
- Allow niches, crypts, and graves to be held up to a maximum of six months
- One vase is allowed per crypt or niche
- One porcelain portrait per crypt or niche

A copy of the rules is included with the changes tracked.

RECOMMENDATION:

The DMS Administration recommends that the Cemetery Board authorize the proposed Riverside Cemetery Rules.

Should you have any questions, please contact Adam Gerlach or Greta Bolhuis directly.



CITY OF PLYMOUTH

RIVERSIDE CEMETERY RULES

Adopted ~~May 19, 2025~~ by Cemetery Board of Trustees

Approved ~~June 16, 2025~~ by Plymouth City Commission

Effective July 1, 202~~5~~

Riverside Cemetery is a public cemetery, owned and operated by the City of Plymouth, Department of Municipal Services. The Cemetery Office is located at 1231 Goldsmith, Plymouth, MI 48170. The physical address of the cemetery is 680 Plymouth Rd, Plymouth, MI 48170. Phone number: 734.453.7737 office, 734.455.1666 fax, email: dms@plymouthmi.gov.

Riverside Cemetery offers cemetery lots, mausoleum crypts and niches. Services are offered on a pre-need or immediate need basis and arrangements should be made through the Cemetery Office. These rules are subject to change as deemed necessary and are interpreted at the discretion of the superintendent.

In addition to cemetery operations by the City of Plymouth Department of Municipal Services, Riverside Cemetery also has a Board of Trustees who are residents of the City. The purpose of the Board of Trustees is to review and make recommendations to the City Commission for the proper control, maintenance, and improvement of the Cemetery.

SALE OF LOTS AND INTERMENT ARRANGEMENTS

1. All arrangements for burials shall be made at the City of Plymouth Department of Municipal Services, 1231 Goldsmith, either by the undertaker or by a representative of the family of the deceased. Burial fees and charges must be paid prior to the completion of services.
2. No lot rights may be transferred, purchased, or sold for speculative purposes.

DEFINITIONS

1. Block: A division of land as shown on the cemetery plot, which is determined by existing roadways and structures.
2. Lot: Numbered divisions as shown on the cemetery plot that consist of two or more graves.
3. Grave: A space of sufficient size to accommodate one adult interment.
4. Interment: The permanent disposition of the remains of a deceased person by burial.
5. Entombment: The permanent disposition of the remains of the deceased person in a tomb (mausoleum)
6. Memorial Marker: Shall include head or footstones for family or individual use that are flush with the ground.
7. Monument: Shall include a tombstone or memorial marker of a recognized durable granite/marble or standard bronze, which shall extend above the surface of the ground.
8. Lot Marker: Refers to any means used by the cemetery to locate corners of the lot or grave.
9. Mausoleum: Shall be a structure used for the individual entombment of multiple human remains.
10. Adult Burial: Shall be any burial that involves a burial box greater than four feet in length.
11. Child Burial: Shall be any burial box over 3 feet but less than 4 feet in length.
12. Infant Burial: Shall be any burial of child under 1 year of age, and burial box is less than 3 feet in length.
13. Cremains burial: Shall be the burial of the ashes of a cremated body.
14. Oversize Burial: Any burial over 90 inches in length or over 34 inches in width.
15. Perpetual Care: Shall consist of mowing, seeding, trimming trees and shrubbery, removing dead flowers, and general upkeep of the lot.
16. Superintendent: Shall be the City Manager or his representative.
17. Sexton: Shall be the Director of the Municipal Services Department or his representative.
18. Mourning Period: Shall be the 60 days following the interment.
19. Cremains: Shall be the ashes of a cremated body.

INTERMENTS OR DISINTERMENTS

1. The depth of a grave for an adult burial shall be at least five feet deep. The depth of a grave for a child shall be at least four feet deep. Infant burials shall be at a depth of 3 feet and cremation burials at 2 feet.

2. Burials permitted in a single adult grave are as follows: one (1) full body burial and up to two (2) cremains burials OR up to four (4) cremains burials without a full body burial, unless permission is otherwise granted by the cemetery superintendent. The full body burial of two or more persons in a single grave is prohibited except for a parent and baby if buried at the same time. Cremains burial must be placed in a metal, stone, or plastic urn. Cremains burial in a glass, cardboard or wood box is prohibited unless placed in a protective urn vault.
3. Entombments permitted for in the Garden Mausoleum are as follows: niches accommodate two (2) cremains, single crypts accommodate one (1) full body entombment and one (1) cremains or two (2) cremains, and double crypts accommodate two (2) full body entombments or two (2) cremains.
4. The City assumes no responsibility for errors in opening graves when such errors are caused by others. Orders from undertakers will be accepted by the City as orders from the owners.
5. No grave will be opened, or body disinterred except by order of husband, wife, father, mother, son, or daughter of the deceased and then only for good cause, and the city reserves the right to refuse any such request. A body will only be released to a professional licensed in mortuary science. A disinterment may only be scheduled between April 15 and November 14 during regular business hours. ~~These~~ provisions ~~does~~ not apply when disinterment is ordered by a duly authorized public official.
6. A concrete vault is required for adult burials. Plastic full-size burial vaults for adult caskets are strictly prohibited.

MEMORIAL MARKERS, MONUMENTS AND MAUSOLEUMS

1. No mausoleum including underground mausoleums shall be erected without the specific approval of the Cemetery Board.
2. No monument or memorial marker shall be installed without the specific approval of the Cemetery Board, unless the proposed monument meets the following requirements:
 - a. The maximum number of monuments or memorial markers on any grave is up to one (1) upright and up to four (4) flat markers.
 - b. No matter the type of monument and/or memorial marker(s), the total area covered shall not exceed 15 square feet.
 - c. The memorial marker or monument shall be located at the head or foot of the lot, and parallel to the head or foot lot line.
 - d. The height of the monument for a single grave cannot exceed forty-eight (48) inches, the depth of the monument cannot exceed eighteen (18) inches, and the length of the monument cannot exceed thirty-six (36) inches. The height of a monument for a two-grave plot cannot exceed 48 inches, the depth cannot exceed 18 inches, and the length cannot exceed 58 inches. Custom monuments larger than outlined above require express written permission of the cemetery superintendent.
 - e. Specific rules governing markers for Blocks K, L, M and O supersede these requirements
 - f. Flat markers must be installed flush with the ground. Flat markers shall be no larger than 60 inches by 36 inches, this includes veteran's markers.
3. Monuments and memorial markers shall not be allowed to be installed on lots that have not been paid in full.
4. All foundation work for monuments and memorial markers will be placed by the employees of Riverside Cemetery at the established rates.
5. The material used in the construction of mausoleums, vaults monuments, memorial markers and permanent corner posts must be of a recognized durable granite/marble or standard bronze. Each monument or memorial marker shall consist of one part or piece only, provided that this rule will not apply to lots on which it is desired to put in monuments or memorial markers to match others already existing on the lot.
6. No vertical joints will be allowed in monument work.

LOT MAINTENANCE REGULATIONS

1. During the 60-day Mourning Period flowers, plants, planters, candles, and similar objects shall be restricted to a thirty-six (36) inch border around the base of the monument or memorial marker. Such items shall not exceed three (3) feet in height.
2. Flowers, plants, and planters shall be restricted to an eight (8) inch border along one long side of the base of the monument or marker and the two short sides. Such items shall not exceed two (2) feet in height above the ground. At no time shall any items be allowed to extend onto another lot or into a path. All items exceeding these height and border standards shall be removed by the City.

3. Fresh or silk flowers shall be allowed on any grave year round and will be monitored by the City for unsightliness, seasonal flowers included. Plastic flowers are prohibited. Items in violation of this regulation will be removed by the City. The City shall not be responsible for the upkeep and cannot be responsible for any damage.
4. All plastic, cement, fiberglass, metal, glass, ceramic and wood decorations, or objects, except recognized American Veteran Flags, are prohibited. Wrought iron or metal shepherd hooks are prohibited. All items in violation of the regulation will be removed by the City.
5. The use of landscape stones, decorative stones, artificial stones, or landscape blocks for decorative purposes shall be prohibited. Such stones shall be removed by the City.
6. Grave blankets and wreaths will be allowed from November 15th until April 1st of each year. The City shall dispose of blankets and wreaths that remain after April 1st.
7. Flowers, urns, benches, and flags will be removed from graves if such items become unsightly. The City assumes no responsibility for their return to lot owners. Such items will also be removed if they have been placed in violation of these rules.
8. Any seat, urn or similar object placed on a lot by permission of the superintendent shall be kept in good condition.
 - a. Urns for flower planting must be made of cement or metal only. Urns shall not exceed 26 inches in height and will be limited to one urn per gravesite. When an urn is uncared for or becomes unsightly, it will be removed by the City. The City shall not be responsible for the upkeep of the urns and cannot be responsible for any damage. The City recommends covering urns during the winter months, to help protect from the elements.
 - b. Benches: If a family requests the installation of a bench on a lot, the request must first be made to the cemetery superintendent. The superintendent will determine if it is feasible to place a bench in the requested location without interference with other lots. Then the request will be sent to the Cemetery Board for approval. All benches will be of a standard size and shape and will be constructed of granite or marble and will require a foundation to be placed by the cemetery staff.
9. At any time when a monument, private vault or mausoleum becomes unsafe in the opinion of the superintendent, a notice of such condition will be mailed to the last known or recorded address of the owner requesting remedy within 60 days. By order of the Board of Trustees, the superintendent and employees shall enter such lot to removed or repaired the structure(s) at the expense of the owner(s) or made a lien on such a lot.
10. When a lot is uncared for and becomes unsightly or a nuisance or detrimental to other lots, notice shall be mailed to the last known or recorded address of the owner requesting remedy within 60 days. By order of the Board of Trustees, the superintendent and employees shall enter such lot and clean up and make same presentable and the cost shall be collected from the owner or made a lien on such a lot.
11. If any tree, shrub, or vine situated on any lot by means of its roots, branches or in any other way becomes a detriment to adjacent lots, paths, or avenues, or inconvenient to visitors, the superintendent shall have the right to remove the same. The superintendent shall have the right to remove all noxious weeds and prohibited trees.

CEMETERY CARE

1. Cemetery care shall include only seeding, top dressing, cutting and trimming grass, shrubs, trees and the general upkeep of the cemetery. Cemetery care shall not include the maintenance of a memorial marker. The City shall not be responsible for the upkeep and cannot be responsible for any damage.
2. Contractors and workers engaged within the cemetery on any class of work whatsoever will be held responsible for the damage done by them to any cemetery properties.
3. Material for any class of work will not be permitted on the grounds unless accompanied by workmen to erect same, except by special arrangement with the cemetery superintendent.
4. Roadways must be satisfactorily protected against damage from heavily loaded vehicles.
5. The rolling or moving of stones across any section of lots must be done under the supervision and orders of the superintendent. In all cases, planks must be provided by persons furnishing stones or monuments to properly protect the lawns.

6. All unsightly material or debris accumulating from any class of work must be removed at once and upon the completion of the work all equipment, tools, etc., must be removed immediately, and the ground left in as good a condition as found by the contractor.
7. No stonework shall be brought into the cemetery on Friday after 5:00 p.m. and no work shall be commenced on any day that cannot be finished on that day and the dirt and debris entirely removed before dark.
8. No person shall remove any object from any place in the cemetery or make any excavation without the consent of the superintendent of the cemetery.
9. No equipment other than the equipment of Riverside Cemetery shall be used at interments except by permission of the superintendent.
10. Watering: The water station is located at the southern tip of Block G between Blocks G and J. No personal hoses are to be attached to the water station. Please be courteous to all patrons using the water station. If any authorized body institutes outdoor watering restrictions, then the cemetery must abide by them.

OTHER REGULATIONS

1. No firearms will be allowed in the cemetery, except in the cases of military funerals or ceremonies by official veteran's organizations on federal holidays, without written permission of the superintendent of the cemetery.
2. No person shall obstruct any drive, walk, or alley except as may be temporarily necessary for graveside visitation or funeral parking.
3. No person shall in any way injure, deface, or destroy any grave, vault, tombstone, monument, mausoleum, enclosure, building, fence, basin, fountain, bridge, seat, flower, tree, shrub, vine, lot, or any other thing in Riverside Cemetery.
4. Block L of Riverside Cemetery shall be known as the extended family section of the cemetery, with family plots of six (6) or ten (10) graves to be sold in a group.
5. Block K and O of Riverside Cemetery shall be known as the Memorial Section of the cemetery, with only flat memorial markers allowed. No foundation required except in the case of veteran's markers. Markers can be made of bronze or granite. No above ground markers are permitted in this section.
6. Block M of Riverside Cemetery: All lots in Block M consist of 2 graves and will be sold together as one lot. Additional Marker Regulations: Only upright, slant granite markers set on a granite base (2-person companion marker or 1-person non-companion marker) are permitted. Contact the Cemetery Office for the exact description. Any flat markers must meet regulations listed in Memorial Markers, Monuments and Mausoleums section of these rules.
7. Filming and photography for use in a movie, book, newspaper, magazine, television news, paranormal research, Internet, or other electronic media are not permitted on Cemetery grounds. An exception is made for genealogy research.
8. Wind chimes, wind spinners, streamers, lanterns, solar lights, or other decorations are prohibited in public areas and in public trees.
9. Niches, crypts, and graves may be placed on hold by applying to the Cemetery Sexton in writing ~~for one year from the date of application~~. The niche, crypt, or grave will be held for a period of time not to exceed six (6) months from the date of application. placed on hold may be renewed for an additional six (6) months, after written notification, for a maximum period of time not to exceed eighteen (18) months from the original date of application. Upon the expiration of the on-hold period, the niche, crypt, or grave is made available for sale and cannot be placed back on hold by the same person or entity. No more than two (2) niches, crypts, or graves may be placed on hold by the same person or entity.
10. No person owning, possessing, or harboring any dog shall allow such dog to run at large at any time in the cemetery.

CRYPT AND NICHE FRONT DECORATIONS

1. During the 60-day Mourning Period, flowers, plants, and similar objects may be placed on the sidewalk in front of the crypt or niche. Such items shall not exceed three (3) feet in height and will be removed by the Cemetery Superintendent should they become unsightly prior to the expiration of the 60-day Mourning Period.
2. Decorations on crypt and niche fronts shall be limited to flowers placed in a single City-approved bronze vase, or a seasonal wreath attached to the crypt or niche front with a City-approved hanger. One vase per crypt or niche is allowed. One porcelain portrait is permitted per crypt and niche front.

3. Wreaths shall not overlap onto adjacent crypt or niche fronts and shall be limited to 12 inches in diameter for crypt fronts and 6 inches in diameter for niche fronts. Wreaths will be removed by the cemetery superintendent should they become unsightly.
4. Plastic, self-adhesive, clear suction-type hooks and/or hangers shall be prohibited on all crypt and niche fronts. All plastic, cement, fiberglass, metal, and wood objects, including stuffed animals, hanging planters, flags, stickers, ~~porcelain portraits,~~ and other similar items shall be prohibited on crypt and niche fronts.
5. Fresh flowers or silk flowers are allowed in City-approved vases. Plastic flowers are prohibited. Flowers will be removed if they become unsightly. City-approved bronze vases can be purchased at the Cemetery Office. Vases are installed by Riverside Cemetery employees. The City of Plymouth and Riverside Cemetery assume no responsibility for vases and other items that are stolen, damaged, or vandalized.
6. No more than three (3) emblems shall be permitted per nameplate.

RESOLUTION

The following Resolution was offered by Trustee _____ and seconded by Trustee _____.

WHEREAS The City of Plymouth owns and operates a public cemetery named Riverside Cemetery; and

WHEREAS The Department of Municipal Services administration performed an annual review of the rules; and

WHEREAS The proposed changes ensure fair administrative function and safety of the cemetery grounds; and

WHEREAS The Cemetery Board reviewed the proposed changes to the rules.

NOW THEREFORE BE IT RESOLVED THAT the Cemetery Board does hereby recommend to the City Commission the adoption of the proposed City of Plymouth Riverside Cemetery Rules.



Department of Municipal Services

1231 Goldsmith, Plymouth, MI

734-453-7737

dms@plymouthmi.gov

To: Cemetery Board
From: Municipal Services Administration
Date: May 14, 2026
Re: Riverside Cemetery Rates Review

BACKGROUND:

The City of Plymouth Department of Municipal Services performs an annual review of all fees related to the operation of Riverside Cemetery. The Administration received rates from several publicly owned and operated cemeteries within the State of Michigan to compare to Riverside Cemetery. This information assures us that the current rates are in line with other cemeteries.

As you are aware, cemetery pricing increased across the board last year to cover increasing labor and administrative rates, as well as increased vendor pricing. This year changes are proposed to clarify the full body disinterment rates and to establish a rate for cremain disinterment. The other change is to establish a second entombment rate for single crypts. Please see the attached sheets for the current and proposed prices.

RECOMMENDATION:

The DMS Administration recommends that the Cemetery Board authorize the Riverside Cemetery Rate Structure 2026.

Should you have any questions, please contact Adam Gerlach or Greta Bolhuis directly.

**Riverside Cemetery
Rates and Fees**

Purchase - Graves

A **resident** is any property tax paying person residing within the corporate limits of the City of Plymouth.

A **non-resident** is any person living outside the corporate limits of the City of Plymouth and/or a person residing within the corporate limits of the City of Plymouth, but who does not pay property taxes.

GRAVE TYPE/LOCATION	Resident	Non-Resident
Single Grave (Block K or O)	\$1,050.00	\$2,100.00
Single Grave (Other Blocks)	\$1,250.00	\$2,500.00
Two Plot Graves (Block M)	\$2,100.00	\$4,200.00
Family Plot - 6 Graves (Block L)	\$6,300.00	\$12,600.00
Family Plot - 10 Graves (Block L)	\$10,500.00	\$21,000.00
Infant Grave (Block G)	\$200.00	\$300.00

Grave buy backs are at the discretion of the City Sexton. One single adult grave may be sold back to the city at \$500.00.

**Riverside Cemetery
Rates and Fees**

Opening and Closing Costs - Graves

The cost to open and close a grave is due upon burial and cannot be pre-paid. Opening and closing costs depend on the day and time of interment. Overtime rates apply to interments scheduled after 2:00 PM Monday through Friday, Saturdays, Sunday, and holidays.

A winter surcharge fee will apply to all burials scheduled between November 15 and April 14.

CREMATED REMAINS BURIAL	Resident	Non-Resident
Cremaains (Monday through Friday)	\$485.00	\$635.00
Cremaains (Saturday & OT)	\$555.00	\$705.00
Cremaains (Sunday and Holiday)	\$625.00	\$775.00
Cremaains (Winter surcharge)	\$150.00	\$250.00

ADULT FULL BODY BURIAL	Resident	Non-Resident
Adult Full Body (Monday through Friday)	\$1,100.00	\$1,800.00
Adult Full Body (Saturday & OT)	\$1,350.00	\$1,950.00
Adult Full Body (Sunday and Holiday)	\$1,600.00	\$2,200.00
Adult Full Body (Winter surcharge)	\$400.00	\$500.00

Adult full body accommodates a burial box of 4-feet or greater in length.

CHILD FULL BODY BURIAL	Resident	Non-Resident
Child Full Body	\$250.00	\$350.00
Child Full Body (Saturday & OT)	\$325.00	\$425.00
Child Full Body (Sunday and Holiday)	\$400.00	\$500.00
Child Full Body (Winter surcharge)	\$100.00	\$150.00

Child full body accommodates a burial box between 3-feet and 4-feet in length.

INFANT FULL BODY BURIAL	Resident	Non-Resident
Infant Full Body	\$100.00	\$150.00
Infant Full Body (Saturday & OT)	\$175.00	\$225.00
Infant Full Body (Sunday and Holiday)	\$250.00	\$300.00
Infant Full Body (Winter surcharge)	\$50.00	\$100.00

Infant full body accommodates a burial box of up to 3-feet in length.

FULL BODY DISINTERMENT	Resident	Non-Resident
Disinterment (4-hour minimum)	\$4,500.00	\$5,000.00

DISINTERMENT	Resident	Non-Resident
<u>Full Body Disinterment Minimum Cost*</u>	<u>\$3,200.00</u>	<u>\$4,400.00</u>
<u>Cremaains Disinterment Minimum Cost*</u>	<u>\$1,250.00</u>	<u>\$1,550.00</u>
<u>*Hourly rate applies after 4-hours</u>	<u>Billable rate of employee(s) and truck(s) + 5%</u>	

See Cemetery Rules for disinterment restrictions. If reinterred in Riverside Cemetery, applicable opening and closing rates shall apply.

**Riverside Cemetery
Rates and Fees**

Purchase – Niches and Crypts

A **resident** is any property tax paying person residing within the corporate limits of the City of Plymouth.

A **non-resident** is any person living outside the corporate limits of the City of Plymouth and/or a person residing within the corporate limits of the City of Plymouth, but who does not pay property taxes.

CREMATED REMAINS ENTOMBMENT – SOLD OUT	Resident	Non-Resident
Niche (Lower Two Rows)	\$1,575.00	\$2,075.00
Niche (Middle Two Rows)	\$2,175.00	\$2,675.00
Niche (Upper Two Rows)	\$1,875.00	\$2,475.00

FULL BODY ENTOMBMENT	Resident	Non-Resident
Single Crypt (Lower Level – At Grade One Row) NOT FOR SALE	\$4,325.00	\$4,825.00
Single Crypt (Eye Level – Two Rows)	\$4,825.00	\$5,325.00
Single Crypt (Upper Level – One Row)	\$4,525.00	\$5,025.00

TWO FULL BODY ENTOMBMENTS	Resident	Non-Resident
Double Crypt (Lower Level – At Grade One Row) NOT FOR SALE	\$7,200.00	\$7,700.00
Double Crypt (Eye Level – Two Rows)	\$8,200.00	\$8,700.00
Double Crypt (Upper Level – One Row)	\$7,700.00	\$8,200.00

Niche and crypt buy backs are at the discretion of the City Sexton. One niche and single crypt may be sold back to the city at \$500.00. One double crypt may be sold back to the city at \$1,000.00.

**Riverside Cemetery
Rates and Fees**

Opening and Closing – Niches and Crypts*

The cost to open and close a niche or crypt is due upon entombment and cannot be pre-paid. Opening and closing costs depend on the day of entombment. Overtime rates apply to entombments scheduled after 2:00 PM Monday through Friday, Saturdays, Sunday, and holidays.

NICHE ENTOMBMENT	Resident	Non-Resident
Niche opening/closing (Monday through Friday)	Included	Included
Second niche opening/closing (Monday through Friday)	\$285.00	\$375.00
Niche opening/closing (Saturday and OT)	\$325.00	\$425.00
Niche opening/closing (Sunday and Holiday)	\$425.00	\$625.00

CRYPT ENTOMBMENT	Resident	Non-Resident
Crypt opening/closing (Monday through Friday)	Included	Included
<u>Second single crypt opening/closing (Monday through Friday)</u>	<u>\$400.00</u>	<u>\$700.00</u>
Crypt opening/closing (Saturday and OT)	\$600.00	\$900.00
Crypt opening/closing (Sunday and Holiday)	\$1,050.00	\$1,350.00

*For niches and crypts purchased prior to July 1, 2022 Saturday entombment is included in the purchase price.

Other Mausoleum Installation Costs

First nameplate	Included
Second or replacement nameplate niche (12"x2")	\$525.00
Second or replacement nameplate crypt (16"x4")	\$850.00
Replacement name scroll for crypt (5.87"x1.36")	\$300.00
Extra words or artwork review	\$150.00 minimum
Niche vase	\$500.00
Crypt vase	\$550.00

**Riverside Cemetery
Rates and Fees**

Foundation/Marker/Monument Installation Costs

Foundations are required for all grave markers that are not a flush marker. The installation cost depends on the size of the grave marker/monument.

Foundation Size	Installation Cost
24" x 12"	\$260.00
28" x 16"	\$270.00
40" x 16"	\$295.00
42" x 18"	\$305.00
52" x 18"	\$315.00
58" x 18"	\$350.00

A single adult grave measures 40" wide by 10' long.

Setting Markers (Including Block K & O)	Installation Cost
Flush marker up to 36" x 18" - no foundation (single grave marker)	\$220.00
Flush marker greater than 36" x 18" - no foundation (two-grave companion marker)	\$275.00
Veteran's bronze marker set on 28" X 16" foundation	\$270.00
Veteran stone (flat granite flush installation, no foundation)	\$220.00
Veteran stone (upright marble, no foundation)	\$270.00

All monuments shall be set on a foundation. Installation of monuments shall be performed by others. Riverside Cemetery staff installs foundations and flush markers only.

Stone Sizes Commonly Ordered (Privately Owned)	Installation Cost of Foundation	Installed on a Foundation Sized
16" x 8"	\$260.00	24" x 12"
20" x 10"	\$260.00	24" x 12"
24" x 10"	\$270.00	28" x 16"
24" x 12"	\$270.00	28" x 16"
32" x 12"	\$295.00	40" x 16"
32" x 14"	\$295.00	40" x 16"
36" x 10"	\$305.00	42" x 18"
36" x 12"	\$305.00	42" x 18"
42" x 10"	\$315.00	52" x 18"
42" x 12"	\$315.00	52" x 18"
46" x 12"	\$315.00	52" x 18"
46 x 14"	\$315.00	52" x 18"
52" x 12"	\$350.00	58" x 18"
52" x 14"	\$350.00	58" x 18"

The maximum size monument for a single adult grave is 36" x 18".

The maximum size monument for a two-grave marker is 58" x 18".

RESOLUTION

The following Resolution was offered by Trustee _____ and seconded by Trustee _____.

WHEREAS The City of Plymouth owns and operates a public cemetery named Riverside Cemetery; and

WHEREAS The Department of Municipal Services administration performed an annual review of the rate structure; and

WHEREAS The annual review confirms that the rates for Riverside Cemetery are in-line with other publicly owned and operated cemeteries; and

WHEREAS The annual review confirms that the rates for Riverside Cemetery cover the cost of operation; and

WHEREAS The Cemetery Board reviewed the proposed rate structure.

NOW THEREFORE BE IT RESOLVED THAT the Cemetery Board does hereby recommend to the City Commission the adoption of the proposed City of Plymouth Riverside Cemetery Rate Structure 2026.



Department of Municipal Services

1231 Goldsmith, Plymouth, MI

734-453-7737

dms@plymouthmi.gov

To: Cemetery Board
From: Municipal Services Administration
Date: May 15, 2026
Re: Mausoleum Project Update

BACKGROUND:

The Cemetery Board of Trustees has been discussing the future of the Mausoleum, specifically niches, for the past few years. On May 4, 2026 the City Commission approved entering a Construction Manager Services Contract with Shaw Construction. The city has budgeted a total of \$1,100,000 for this project. In this context of the funds available, we are confident that the construction manager approach is going to get us closer to completing all the repairs and maintenance needed with our limited budget.

Should you have any questions, please contact Adam Gerlach directly.



Department of Municipal Services

1231 Goldsmith, Plymouth, MI

734-453-7737

dms@plymouthmi.gov

To: Cemetery Board
From: Municipal Services Administration
Date: May 15, 2026
Re: Cemetery Ordinance Update

BACKGROUND:

The City Commission adopted a one-year task to “Update the cemetery ordinance”. As you may be aware, much of the city’s cemetery ordinance is from 1982 with some minor administrative updates adopted in the late 1990s and early 2000s.

To prepare for this update city staff have reviewed other municipal cemetery ordinances. We have also been in discussion with the City Attorney to address and update for the applicable State Laws. Staff have also met with city officials operating municipal cemeteries in other communities to learn about their policies, procedures, and best practices. This work is ongoing and will likely culminate in a new cemetery ordinance.

The Cemetery Board will be required to review the ordinance once the amendments have been drafted. Staff anticipate those amendments will be ready later this summer.

Should you have any questions, please contact Adam Gerlach or Greta Bolhuis directly.



Department of Municipal Services

1231 Goldsmith, Plymouth, MI

734-453-7737

dms@plymouthmi.gov

To: Cemetery Board
From: Municipal Services Administration
Date: May 15, 2026
Re: Cemetery Policy and Procedures Update

BACKGROUND:

As mentioned in the Cemetery Ordinance update memo, city staff have been meeting with city officials of other municipal cemeteries to learn more about their policies, procedures, and best practices. City staff are working to determine which elements could be kept in the Cemetery Rules and which are better suited to a standalone policy. To accommodate the ongoing policy and ordinance work as well as the mausoleum update, city staff suggests scheduling quarterly meetings.

Should you have any questions, please contact Adam Gerlach or Greta Bolhuis directly.