



Agenda
Greenwood Cemetery Advisory Board Regular Meeting
Friday, June 5, 2026 8:30 AM
151 Martin Street, Birmingham, MI
City Commission Room 205

The Greenwood Cemetery Advisory Board provides the recommendations to the City Commission:

1. Modifications: As to modifications of the rules and regulations governing Greenwood Cemetery.
2. Capital Improvements: As to what capital improvements should be made to the cemetery.
3. Future Demands: As to how to respond to future demands for cemetery services

The Greenwood Cemetery Advisory Board shall hold at least one public meeting in each quarter.

1. CALL TO ORDER

2. ROLL CALL

Alexandria Bingham, City Clerk

3. INTRODUCTION OF GUESTS

4. APPROVAL OF MINUTES

- a. Motion to approve the Greenwood Cemetery Advisory Board meeting minutes of May 1, 2026.

5. UNFINISHED BUSINESS

- a. Motion for the Greenwood Cemetery Advisory Board to recommend the City Commission consider and adopt the proposed ordinance revisions regarding GCAB membership. Reducing the regular membership to five members and allowing two alternates, one of which may be a non-resident with an interest in the cemetery or other desirable qualifications.
- b. Resolution to release 10 graves, making 20 graves available under the current authorization and holding 25 graves in reserve.

6. NEW BUSINESS

- a. Future Business
 - i. September 4, 2026

Chair and Co-Chair Nominations

Begin drafting the 2026-2026 Annual Report

7. REPORTS

- a. Update from Museum Director Leslie Pielack (when applicable)
- b. Update from the Clerk's Office
- c. Financial Reports
- d. Cemetery Sales & Activity
- e. City Manager's Reports

8. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA

9. BOARD COMMENT

10. ADJOURN

Next Meeting: September 4, 2026

City boards and committees meet in person, and most have a virtual option available to the public. Members of the public may attend the Cemetery Advisory Board meeting in person at Birmingham City Hall or attend virtually.

Link to Access Virtual Meeting: <https://zoom.us/j/98983856041>

Telephone Meeting Access: 929 205 6099 US Toll-free

Meeting ID Code: 989 8385 6041

City Hall is open to the public during regular business hours, Monday through Friday from 8 a.m. – 5 p.m. The Police Department lobby entrance on the east side of City Hall on Pierce Street operates as the after-hours public entrance.

Individuals requiring assistance to enter the building should request aid via the intercom system at the parking lot entrance gate on Henrietta Street.

Persons who require mobility, visual, hearing, or other assistance for effective participation in this public meeting should contact the City Clerk's Office at (248) 530-1880, or (248) 644-3405 (TDD) at least one day before the meeting to request help.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-3405 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964)



**Greenwood Cemetery Advisory Board – Regular Meeting Minutes
May 1, 2026 – 8:30 a.m.
City Commission Room 205, 151 Martin Street, Birmingham, MI**

1. Call To Order

Linda Buchanan, Chair, called the meeting to order at 8:30 a.m.

2. Roll Call

Present: Chair Linda Buchanan, Vice Chair Linda Peterson; Board Members Laura Schreiner, Margaret Suter

Absent: None

Staff: City Clerk Bingham

3. Introduction of Guests

None.

4. Approval of the Minutes – March 6, 2026

MOTION: by Buchanan, seconded by Suter:
To move that the minutes be accepted as amended.

VOTE: Yeas, 4
Nays, 0

5. Unfinished Business

A. Cemetery Signage Update

CC Bingham presented the item and answered questions from the Board.

B. Motion for the Greenwood Cemetery Advisory Board to recommend the City Commission consider and adopt the proposed ordinance revisions regarding GCAB membership. Reducing the regular membership to five members and allowing two alternates, one of which may be a non-resident with an interest in the cemetery or other desirable qualifications.

CC Bingham presented the item and answered questions from the Board.

Board members discussed the following regarding the item:

- It would be helpful to maintain consistency of terms. Appointees should either be citizens, or they may be non-citizens if they meet specific criteria.
- It would be helpful to see the revised language at the June meeting before it is sent to the Commission.
- Staff was thanked for the work on the item.

C. Periodic Review of the Greenwood Cemetery Operational Procedures, Conditions and Regulations

CC Bingham presented the item and answered questions from the Board.

Board members discussed the following regarding the item:

- Some felt it would be helpful to clarify that 48 hours was the City's minimum turnaround time after receiving notice of an interment request, and the majority felt the existing language was sufficient.
- In the Lot Resale Policy Part A, it would be more accurate to change 'original purchaser' to 'current owner of record'.
- The proposed changes would be sent to the City Manager for approval.

6. New Business

- **Reevaluate grave pricing and proposed grave release**

CC Bingham presented the item and answered questions from the Board.

Board members discussed the following regarding the item:

- It would be appropriate to release more graves, since the price in combination with the Lot Resale Policy would discourage people from buying and holding graves indefinitely.
- If the intent is to allow anyone seeking to purchase a grave to do so, then there is no point in retaining the remaining 35.
- Alternatively, it would be appropriate to wait to release more graves until the remaining nine from the last release are sold because it would be nice to have availability for future generations, because the City is changing and some aspects of the City should be preserved, because retaining some graves gives the Board a reason to keep meeting, and because retaining some graves allows the Board to continue giving feedback on Cemetery operations.
- It may also be worthwhile to reserve some graves to see if prices need to be increased in the future in order to better fund care for the Cemetery over the long term.
- The Board's purpose is the care and support of the Cemetery in general, not just sales. The Board will continue meeting even after the remaining graves are sold.
- The Board could continue to explore spaces for columbariums and niches. It could also continue to explore if there are any graves it might be appropriate to reclaim.
- The \$6,000 grave price adequately funds the Perpetual Care Fund's target goal at this time.
- This is a small and historic cemetery. Similar local Cemeteries are also approaching capacity.

- There was a period of time where the City paused direct sales of graves, and only private sales were occurring.
- It might be appropriate to consider releasing 10 more graves at the June meeting. Another option to consider would be aiming to have a target number of graves available, and releasing graves as appropriate to maintain that number.
- It is presently challenging to maintain the turf in Sections B and C because of the higher level of activity in those areas. Turf maintenance in those sections will become easier once the level of activity lessens.

The Board entered into a brief recess, and returned from recess.

7. Reports

- A. Update from Museum Director Leslie Pielack (when applicable)
- B. Update from the Clerk's Office
- C. Financial Reports
- D. Cemetery Sales and Activity
- E. City Manager's Reports

8. Open to the Public for Matters Not on the Agenda

Paul Connell commented regarding a potential columbarium for Greenwood.

9. Board Comments

The Board discussed the following:

- The signs about cleanup are still up.
- It may not be possible to replace the garage at the Cemetery with a columbarium because the garage is needed for storage.
- Other potential locations for columbarium and/or niches could be explored.
- It would be helpful to understand the projected revenue for a columbarium.
- In the past, the Board was told it would be cost prohibitive to install anything within the Cemetery close to the Rouge River because of the ground conditions. This could be worth revisiting. If this is revisited, barrier-free access would need to be one consideration.
- The Board should further discuss if they are interested in understanding possible alternative locations, columbarium size options, anticipated costs, and anticipated revenue. If they are, they could inform Mr. Connell once they have clarified the information they are seeking.
- The Board expressed appreciation for Mr. Connell's work on the columbarium proposal thus far.
- There will be a Cemetery Tour on May 9, 2026.

10. Adjournment

The Board motioned to adjourn at 10:00 a.m.

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

Alexandria Bingham, City Clerk

Laura Eichenhorn, City Transcriptionist



MEMORANDUM

City Clerk's Office

DATE: June 5, 2026
TO: Greenwood Cemetery Advisory Board
FROM: Alexandria Bingham, City Clerk
SUBJECT: Ordinance Amendment Recommendation to Change the Composition of the Greenwood Cemetery Advisory Board

INTRODUCTION:

The City Code dictates the required composition of the Greenwood Cemetery Advisory Board (GCAB) as follows:

Chapter 34 – Cemeteries, Article II – Greenwood Cemetery, Sec. 34-30 – Establishment of the Greenwood Cemetery advisory board (a)

- 1. Composition. There is hereby established the Greenwood Cemetery advisory board for the city which shall consist of seven members who shall serve without compensation. Members must be chosen from among the citizens of Birmingham and, insofar as possible, represent diverse interests, such as persons with family members interred in Greenwood Cemetery; owners of burial sites within Greenwood Cemetery intending to be interred in Greenwood Cemetery; persons familiar with and interested in the history of Birmingham; persons with familiarity and experience in landscape architecture, horticulture, law or cemetery or funeral professionals. The city manager or his/her designee shall serve as ex officio, non-voting members of the board.*

Meeting times are not mandated by the ordinance, but traditionally the meetings are held at 8:30 a.m. on the first Friday of the month.

The board is required to meet at least once per quarter.

BACKGROUND:

Two members of the Greenwood Cemetery Advisory Board resigned in December 2024 and there have not been any qualified candidates to fulfill those roles for more than a year. One of those members resigned due to attendance issues related to work schedule conflicts in respect to the majority of the board's preference to meet on Friday morning. Additionally, on

September 5, 2025, another member of the board was obligated to resign due to not being able to fulfill the residency requirement. The current needed quorum for a board of seven is four members. Given the current state of the roster, all four of the existing members must be present for the GCAB to be able to conduct business.

At the May 1, 2026, GCAB meeting, the board suggested minor language changes for consistency with regard to non-citizens.

LEGAL REVIEW:

The City Attorney will be consulted and assist in preparing any proposed ordinance amendments for the City Commission to consider.

FISCAL IMPACT:

None.

SUSTAINABILITY:

None.

DESIGN CONSIDERATIONS:

The GCAB may discuss the pros and cons of requesting a change to the ordinance to improve participation and membership.

PUBLIC COMMUNICATIONS:

All meetings are noticed pursuant to the Open Meetings Act. Members of the public are welcome to attend and make comment at meetings in the public comment sections and as invited by the presiding officer.

SUMMARY:

GCAB should engage in a discussion to confirm their recommendation for the City Commission to consider an ordinance amendment that would affect the GCAB membership.

ATTACHMENTS:

- 1. 06.03.26 PDF Redline Cemeteries Amend 34-30
- 2. 06.03.26 Clean Cemeteries Amend 34-30 Estab Greenwood Advis Board

SUGGESTED COMMISSION ACTION:

Motion for the Greenwood Cemetery Advisory Board to recommend the City Commission consider and adopt the proposed ordinance revisions regarding GCAB membership. Reducing the regular membership to five members and allowing two alternates, one of which may be a non-resident with an interest in the cemetery or other desirable qualifications.

AN ORDINANCE TO AMEND PART II OF THE CITY CODE, CHAPTER 34 – CEMETERIES, ARTICLE II. – GREENWOOD CEMETERY, SEC. 34-30.-ESTABLISHMENT OF THE GREENWOOD CEMETERY ADVISORY BOARD.

THE CITY OF BIRMINGHAM ORDAINS:

The City Code, Part II, Chapter 34 – Cemeteries, Article II. – Greenwood Cemetery, Sec. 34-30 – Establishment of the Greenwood Cemetery Advisory Board:

DIVISION 1. – Sec. 34-30. Establishment of the Greenwood Cemetery advisory board.

~~(a) (a)~~ — *Composition.*

(1) There is hereby established the Greenwood Cemetery advisory board for the city which shall consist of ~~seven~~five members who shall serve without compensation. Members must be chosen from among the citizens of Birmingham and, insofar as possible, represent diverse interests, such as persons with family members interred in Greenwood Cemetery; owners of burial sites within Greenwood Cemetery intending to be interred in Greenwood Cemetery; persons familiar with and interested in the history of Birmingham; persons with familiarity and experience in landscape architecture, horticulture, law or cemetery or funeral professionals. The city manager or his/her designee shall serve as ex officio, non-voting members of the board.

(2) The City Commission may appoint two alternate members to serve as needed on the Greenwood Cemetery Advisory Board during their term of appointment. One alternate member must be chosen from among the citizens of Birmingham, and one may or may not be a citizen of Birmingham. An alternate member shall have diverse interests, such as persons with family members interred in Greenwood Cemetery; owners of burial sites within Greenwood Cemetery intending to be interred in Greenwood Cemetery; persons familiar with and interested in the history of Birmingham; persons with familiarity and experience in landscape architecture, horticulture, law or cemetery or funeral professionals. An alternate member may be called on a rotating basis to sit as a regular member of the Greenwood Cemetery Advisory Board; in the absence of a regular member. An alternate member may also be called to service in the place of a regular member for the purpose of reaching a decision on a case in which the regular member has abstained for reasons of conflict of interest. An alternate member having been appointed shall serve in the case until a final decision has been made. An alternate member shall have the same voting rights as a regular member of the Greenwood Cemetery Advisory Board.

(b) *Terms of members.* Each member shall be appointed for a term of three years ending on the first Monday of July of the third year after appointment, or upon the appointment of his successor, whichever is later, except that in the first instance three of the members shall be appointed for a one-year term and two shall be appointed for two-year terms. Vacancies occurring other than through the expiration of term shall be filled for the unexpired term by the city commission.

- (c) *Removal of members.* Members of the Greenwood Cemetery advisory board shall hold office at the pleasure of the city commission and can be removed at any time with or without cause.
- (d) *Organization.* The Greenwood Cemetery Advisory Board shall elect a chairperson and vice-chairperson from its membership annually at its first meeting after the first Monday of July.
- (e) *Meetings.* The Greenwood Cemetery Advisory Board shall hold at least one regular public meeting in each quarter on such date and at such time and place as may be established by resolution of the Greenwood Cemetery advisory board. The Greenwood Cemetery advisory board shall keep a written or printed record of its proceedings which shall be a public record and property of the city.
- (f) *Expenditures and assistance.* The Greenwood Cemetery advisory board may call upon the city manager for such services and data from the various departments as it may require. The Greenwood Cemetery advisory board may recommend to the city commission the securing of such professional and consulting services as it may require, however, the Greenwood Cemetery advisory board shall not have any authority to authorize or otherwise obligate the city to incur expenses and/or approve contracts. Requests for expenditures shall be routed through the ex-officio member(s) of the board to the city commission for consideration.
- (g) *Powers and duties.* In general, it shall be the duty of the Greenwood Cemetery advisory board to provide recommendations to the city commission:
 - (1) *Modifications.* As to modifications of the rules and regulations governing Greenwood Cemetery;
 - (2) *Capital improvements.* As to what capital improvements should be made to the cemetery;
 - (3) *Future demands.* As to how to respond to future demands for cemetery services; and
 - (4) *Day to day administration.* The day to day administration of the cemetery shall be under the direction and control of the city, through the city manager or his/her designee.
- (h) *Reports.* The Greenwood Cemetery advisory board shall make and submit to the city commission annually a report of the general activities, operation, and condition of the Greenwood Cemetery for the preceding 12 months. The Greenwood Cemetery advisory board shall, from time to time, as occasion requires, either in the annual report, or at any time deemed necessary by the Greenwood Cemetery advisory board, advise the city commission in writing on all matters necessary and proper for and pertaining to the proper operation of Greenwood Cemetery and any of its activities or properties
- (i) *Protection of property.* No person shall take, use, or occupy the Greenwood Cemetery except in accordance with such rules and regulations governing such as may from time to time be authorized by the city commission.

All other Sections of Chapter 34. Cemeteries, shall remain unaffected.

Ordained this _____ day of _____, 2026. Effective upon publication.

Clinton Baller, Mayor

Alexandria D. Bingham, City Clerk

I, Alexandria D. Bingham, City Clerk of the City of Birmingham, do hereby certify that the foregoing ordinance was passed by the Commission of the City of Birmingham, Michigan at a regular meeting held _____, 2026 and that a summary was published _____, 2026.

Alexandria D. Bingham, City Clerk

AN ORDINANCE TO AMEND PART II OF THE CITY CODE, CHAPTER 34 – CEMETERIES, ARTICLE II. – GREENWOOD CEMETERY, SEC. 34-30.-ESTABLISHMENT OF THE GREENWOOD CEMETERY ADVISORY BOARD.

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- (i) *Protection of property.* No person shall take, use, or occupy the Greenwood Cemetery except in accordance with such rules and regulations governing such as may from time to time be authorized by the city commission.

All other Sections of Chapter 34. Cemeteries, shall remain unaffected.

Ordained this _____ day of _____, 2026. Effective upon publication.

Clinton Baller, Mayor

Alexandria D. Bingham, City Clerk

I, Alexandria D. Bingham, City Clerk of the City of Birmingham, do hereby certify that the foregoing ordinance was passed by the Commission of the City of Birmingham, Michigan at a regular meeting held _____, 2026 and that a summary was published _____, 2026.

Alexandria D. Bingham, City Clerk



MEMORANDUM

City Clerk's Office

DATE: June 5, 2026
TO: Greenwood Cemetery Advisory Board
FROM: Alexandria Bingham, City Clerk
SUBJECT: Grave Release

INTRODUCTION:

At the March 4, 2025, Greenwood Cemetery Advisory Board meeting, the board voted to release 30 graves for sale, maintain the current price of \$6,000 per grave, and maintain 35 graves in reserve.

At the May 1, 2026, GCAB meeting, the board debated a potential grave release and recommended considering the release of 10 graves at the next meeting.

At this time, there are 45 graves across sections B and C in the cemetery that are not obstructed and could be sold, 10 of which are available for sale under the current authorization. It is in the City's best interest to continue selling these plots to accommodate members of the public wishing to secure final resting space in the cemetery and to continue growing the perpetual care fund.

BACKGROUND:

Sales by year	# of Grave Sold	Pricing
2025-2026	15	\$6,000 with 1 month left in the fiscal year
2024-2025	20	\$6,000
2023-2024	10	7/24/23 Grave prices increased to \$6,000
2022-2023	16	\$4,000
2021-2022	6	\$4,000
2020-2021	22	\$3,000, 3/22/21 Grave prices increased to \$4,000

LEGAL REVIEW:

Pursuant to the City Code, Chapter 14, Sec. 34-30, (g)(3) The Greenwood Cemetery Board may make recommendations to the City Commission on cemetery fees and making graves available as that relates to *future demands* for cemetery services.

Pursuant to the City Code, Chapter 1, Sec. 1-16 All fees are subject to change from time to time as recommended by city staff and as determined by resolution of the city commission. If fee increases are recommended by the Greenwood Cemetery Advisory Board the City Clerk would prepare the item for consideration by the City Commission.

FISCAL IMPACT:

The current perpetual care fund balance as of April 30, 2026, is \$1,863,334.36. If the fund balance goal remains at \$2,000,000.00, the fund is presently \$136,665.64 short of this goal.

The perpetual care fund will continue to grow as interest accumulates, and from the sale of plots and purchases of additional burial rights. Money from the general fund will continue to be budgeted in order to support cemetery maintenance until the perpetual care fund reaches a point where it can sustain the burden of funding cemetery maintenance on an annual basis.

Graves to sell	Price	Contribution to the Perpetual Care Fund
45	\$6,000.00	\$270,000.00

Greenwood Cemetery grave spaces are being sold at the highest price point in the area, especially considering that purchasers can only have a flush monument. Sections B and C have had so much activity over the last few years that turf management has proven to be difficult, making these graves less aesthetically appealing.

Creative Collaborations has noted that sales at Greenwood have been predominately at need and grief based. We have been losing sales from residents, former residents, and past city employees. People who shop around usually find more cost-effective accommodations at the following cemeteries:

- White Chapel – Privately Owned – flush monument - \$1,500-\$3,000
- Clover Hill – Privately Owned – upright or flush - \$3,000-\$5,300 – Must be Jewish or related to someone Jewish to be allowed in the inter faith section
- Guardian Angel – Privately Owned – all Christian faiths - \$2,100 in the flush section. For an upright you must buy two graves for \$5,000
- Holy Sepulchre – Privately Owned – Catholic but open to all religions – single upright \$6,250, single flush \$2,600 and up

Cemetery space is finite, and running out is inevitable as plots continue to sell. It is clear that demand will eventually exceed supply over the next several years. There will still be burial activity for many years to come at Greenwood Cemetery due to sales in recent years and families choosing to use additional burial rights for cremains. Many of the local churches have columbarium options that would accommodate their parishioners.

SUSTAINABILITY:

None.

DESIGN CONSIDERATIONS:

None.

PUBLIC COMMUNICATIONS:

All meetings are noticed pursuant to the Open Meetings Act. Members of the public are welcome to attend and make comments at meetings in the public comment sections and as invited by the presiding officer.

SUMMARY:

The GCAB is being asked to release 10 more graves to ensure that requests to purchase space in the cemetery can continue to be accommodated.

ATTACHMENTS:

1. Map of B & C

SUGGESTED COMMISSION ACTION:

Resolution to release 10 graves, making 20 graves available under the current authorization and holding 25 graves in reserve.

June Updates

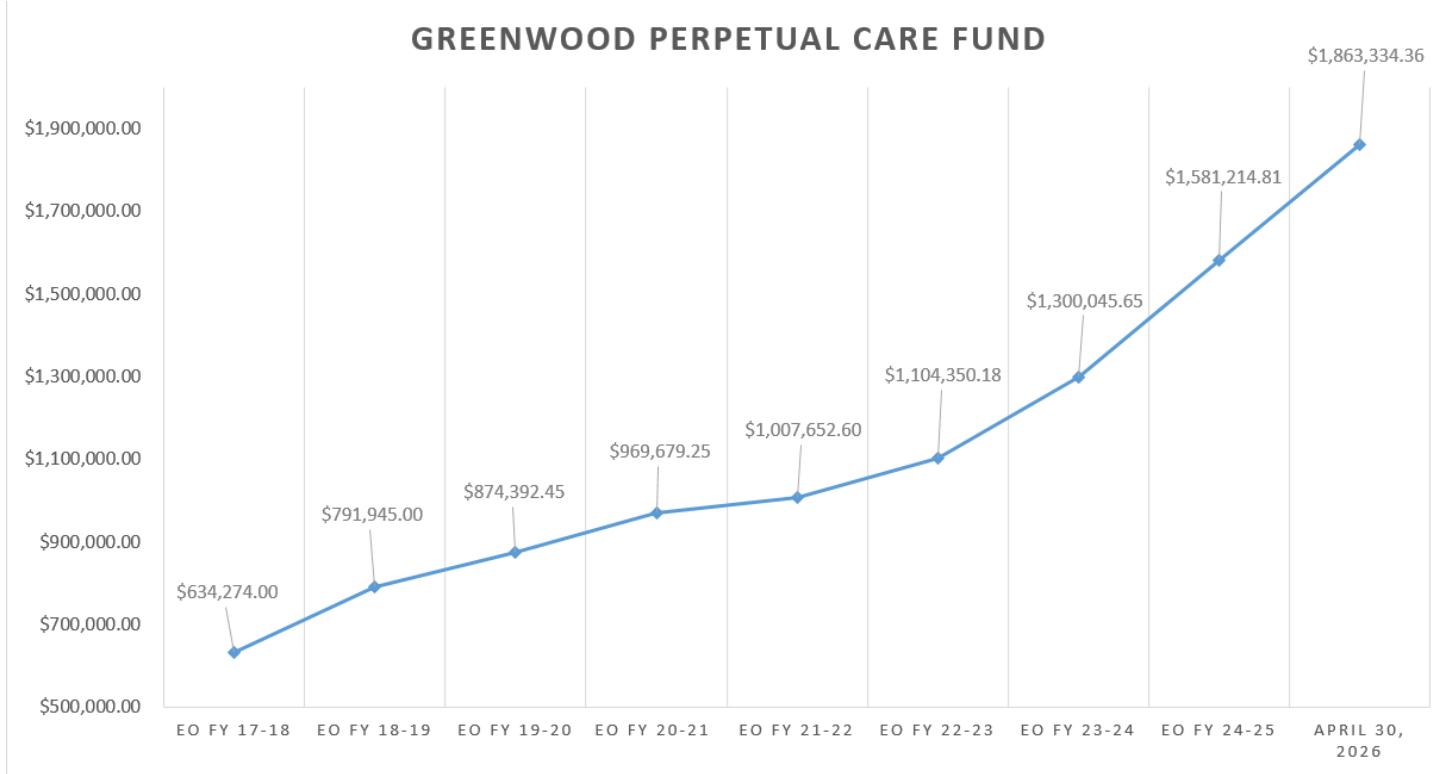
Clerk's Office Update

The Clerk's Office is reviewing the city's fee schedule, updating the city's retention schedule, preparing for the 2026 election cycle, and various other projects.

DPS Update

With spring cleanup and faucet repairs complete, DPS is actively doing their routine oversight and maintenance of the cemetery.

Perpetual Care Fund Update



FY 25-26 Grand Totals	
Sales in B	14
Sales in C	1
Sales in Other	0
Resident Purchases	5
Non-Resident Purchases	10
Payment Plans Initiated	4
Total Graves Sold	15
Transfer of Ownership Filed	4
Additional Burial Rights Purchased	6
Graves sold back to/returned to the City	2

Greenwood Cemetery Sales and Availability				
	Sec B	Sec C	Resident	Non-Resident
July 2025	0	0	0	0
August 2025	0	0	0	0
September 2025	3	0	1	2
October 2025	1	1	0	2
November 2025	1	0	0	1
December 2025	3	0	0	3
January 2026	0	0	0	0
February 2026	3	0	3	0
March 2026	1	0	0	1
April 2026	1	0	1	0
May 2026	1	0	0	1
June 2026				
Total Sold	14	1	5	10
Available Under Current Authorization	10			
<i>Total Available</i>	45			
<i>Total in reserve</i>	35			

Cemetery Burials								
	Sec B		Sec C		Other		Total by Month	
	Full	Crem	Full	Crem	Full	Crem	Full	Crem
July 2025	1	1	0	0	1	6	2	7
August 2025	0	0	0	1	0	1	0	2
September 2025	0	0	0	2	1	1	1	3
October 2025	0	3	0	0	1	1	1	4
November 2025	0	0	0	0	0	0	0	0
December 2025	3	0	0	0	0	1	3	1
January 2026	0	1	0	0	0	0	0	1
February 2026	0	2	0	1	0	0	0	3
March 2026	0	0	0	0	1	0	1	0
April 2026	0	0	0	0	2	0	2	0
May 2026	0	2	0	0	0	0	0	2
June 2026								
Totals	4	9	0	4	6	10	10	23