

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Monday, December 15, 2025, 7:00 P.M.  
Paul D. Bueche Municipal Building, 8083 Civic Drive Swartz Creek, Michigan 48473  
**THIS WILL BE A HYBRID MEETING, WITH IN PERSON ATTENDANCE BY COUNCIL MEMBERS.****

- 1. **CALL TO ORDER:**
- 2. **INVOCATION & PLEDGE OF ALLEGIANCE:**
- 3. **ROLL CALL:**
- 4. **MOTION TO APPROVE MINUTES:**
  - 4A. Council Meeting of December 8, 2025 MOTION Pg. 25
- 5. **APPROVE AGENDA:**
  - 5A. Proposed / Amended Agenda MOTION Pg. 1
- 6. **REPORTS & COMMUNICATIONS:**
  - 6A. City Manager’s Report MOTION Pg. 8
  - 6B. Staff Reports & Meeting Minutes
  - 6C. GWS Concert Information Pg. 32
- 7. **MEETING OPENED TO THE PUBLIC:**
- 8. **COUNCIL BUSINESS:**
  - 8A. Happy Holidays – Annual Genesee Wind Symphony Concert
- 9. **MEETING OPENED TO THE PUBLIC:**
- 10. **REMARKS BY COUNCILMEMBERS:**
- 11. **ADJOURNMENT:** MOTION Pg. 24

**Next Month Calendar** (Public Welcome at All Meetings)

Fire Board:	Monday, December 15, 6:00 p.m., Station #1 City
Council:	Monday, December 15, 2025, 7:00 p.m., PDBMB
Park Board:	Tuesday, December 16, 2025, 5:30 p.m., PDBMB
Metro Police Board:	Wednesday, December 17, 2025, 11:00 a.m., Metro HQ
Zoning Board of Appeals:	Wednesday, December 17, 2025, 6:00 p.m., PDBMB
Planning Commission:	Tuesday, January 6, 2026, 7:00 p.m., PDBMB
Downtown Development Authority:	Thursday, January 8, 2026, 6:00 p.m., PDBMB
City Council:	Monday, January 12, 2026, 7:00 p.m., PDBMB

## **City of Swartz Creek Mission Statement**

The City shall provide a full range of public services in a professional and competent manner, assuring that the needs of our constituents are met in an effective and fiscally responsible manner, thus promoting a high standard of community life.

## **City of Swartz Creek Values**

The City of Swartz Creek's Mission Statement is guided by a set of values which serve as a common operating basis for all City employees. These values provide a common understanding of responsibilities and expectations that enable the City to achieve its overall mission. The City's values are as follows:

### ***Honesty, Integrity and Fairness***

The City expects and values trust, openness, honesty and integrity in the words and actions of its employees. All employees, officials, and elected officials are expected to interact with each other openly and honestly and display ethical behavior while performing his/her job responsibilities. Administrators and department heads shall develop and cultivate a work environment in which employees feel valued and recognize that each individual is an integral component in accomplishing the mission of the City.

### ***Fiscal Responsibility***

Budget awareness is to be exercised on a continual basis. All employees are expected to be conscientious of and adhere to mandated budgets and spending plans.

### ***Public Service***

The goal of the City is to serve the public. This responsibility includes providing a wide range of services to the community in a timely and cost-effective manner.

### ***Embrace Employee Diversity and Employee Contribution, Development and Safety***

The City is an equal opportunity employer and encourages diversity in its work force, recognizing that each employee has unlimited potential to become a productive member of the City's team. Each employee will be treated with the level of respect that will allow that individual to achieve his/her full potential as a contributing member of the City staff. The City also strives to provide a safe and secure work environment that enables employees to function at his/her peak performance level. Professional growth opportunities, as well as teamwork, are promoted through the sharing of ideas and resources. Employees are recognized for his/her dedication and commitment to excellence.

### ***Expect Excellence***

The City values and expects excellence from all employees. Just "doing the job" is not enough; rather, it is expected that employees will consistently search for more effective ways of meeting the City's goals.

### ***Respect the Dignity of Others***

Employees shall be professional and show respect to each other and to the public.

### ***Promote Protective Thinking and Innovative Suggestions***

Employees shall take the responsibility to look for and advocate new ways of continuously improving the services offered by the City. It is expected that employees will perform to the best of his/her abilities and shall be responsible for his/her behavior and for fulfilling the professional commitments they make. Administrators and department heads shall encourage proactive thinking and embrace innovative suggestions from employees.

**CITY OF SWARTZ CREEK  
VIRTUAL REGULAR CITY COUNCIL MEETING ACCESS INSTRUCTIONS  
MONDAY, DECEMBER 15, 2025, 7:00 P.M.**

The regular meeting of the City of Swartz Creek city council is scheduled for **December 15, 2025** starting at 7:00 p.m. and will be conducted in hybrid form. The meeting will be available virtually (online and/or by phone). Council members and staff must attend in-person. The general public may attend in-person or virtually.

To comply with the **Americans with Disabilities Act (ADA)**, any citizen requesting accommodation to attend this meeting, and/or to obtain the notice in alternate formats, please contact Renee Kraft, 810-429-2766, 48 hours prior to meeting,

**Zoom Instructions for Participants**

**To join the conference by phone:**

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID** number (also provided below) when prompted using your touch-tone (DTMF) keypad.

**Before a videoconference:**

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

**To join the videoconference:**

1. At the start time of your meeting, enter the link to join via computer. You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to [join.zoom.us](https://join.zoom.us) on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touchtone (DMTF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your participant ID to be associated with your computer.

**Participant controls in the lower left corner of the Zoom screen:**



Using the icons in the lower left corner of the Zoom screen you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View participant list-opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” show the active speaker.

**Renee Kraft is inviting you to a scheduled Zoom meeting.**

**Topic: Swartz Creek City Council Meeting**

**Time: December 15, 2025 at 7:00 PM Eastern Time (US and Canada)**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83096401128>

**Meeting ID: 830 9640 1128**

**One tap mobile**

**+13017158592,,83096401128# US (Washington DC)**

**+13126266799,,83096401128# US (Chicago)**

**Dial by your location**

**+1 301 715 8592 US (Washington DC)**

**+1 312 626 6799 US (Chicago)**

**+1 929 205 6099 US (New York)**

**+1 253 215 8782 US (Tacoma)**

**+1 346 248 7799 US (Houston)**

**+1 669 900 6833 US (San Jose)**

**Meeting ID: 830 9640 1128**

**Find your local number: <https://us02web.zoom.us/u/kz4Jb4etg>**

**If you have any further questions or concerns, please contact 810-429-2766 or email [rkraft@cityofswartzcreek.org](mailto:rkraft@cityofswartzcreek.org).**

**A copy of this notice will be posted at City Hall, 8083 Civic Drive, Swartz Creek, Michigan.**

## **CITY OF SWARTZ CREEK VIRTUAL (ELECTRONIC) MEETING RULES AND PROCEDURES**

In order to conduct an effective, open, accessible, and professional meeting, the following protocols shall apply. These protocols are derived from the standard practices of Swartz Creek public meetings, Roberts Rules of Order, the City Council General Operating Procedures, and other public board & commission procedures. These procedures are adopted to govern participation by staff, councilpersons and members of the public in all City meetings held electronically pursuant to PA 228 of 2020. Note that these protocols do not replace or eliminate established procedures or practices. Their purpose is to augment standing expectations so that practices can be adapted to a virtual meeting format.

The following shall apply to virtual meetings of the city's public bodies that are held in accordance with the Open Meetings Act.

1. Meetings of the City Council, Planning Commission, Zoning Board of Appeals, Downtown Development Authority, Park Board, or committees thereunder may meet electronically or permit electronic participation in such meetings insofar as (1) the Michigan Department of Health and Human Services restricts the number of persons who can gather indoors due to the COVID-19 pandemic; (2) there is in place a statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor or other person authorized to declare a state of emergency or disaster.
2. All meetings held hereunder must provide for two-way communication so that members of the public body can hear and respond to members of the general public, and vice versa.
3. Members of the public body who participate remotely must announce at the outset of the meeting that he/she is in fact attending the meeting remotely and by further identifying the specific physical location (by county, township, village and state) where he/she is located. The meeting minutes must include this information.
4. Notice of any meeting held electronically must be posted at the City Offices at least 18 hours before the meeting begins and must clearly explain the following:
  - (a) why the public body is meeting electronically;
  - (b) how members of the public may participate in the meeting electronically, including the specific telephone number, internet address or similar log-in information needed to participate in the meeting;
  - (c) how members of the public may contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting;
  - (d) how persons with disabilities may participate in the meeting.
5. The notice identified above must also be posted on the City's website homepage or on a separate webpage dedicated to public notices for non-regularly scheduled or electronic

public meetings that is accessible through a prominent and conspicuous link on the website's homepage that clearly describes the meeting's purpose.

6. The City must also post on the City website an agenda of the meeting at least 2 hours before the meeting begins.
7. Members of the public may offer comment only when the Chair recognizes them and under rules established by the City.
8. Members of the public who participate in a meeting held electronically may be excluded from participation in a closed session that is convened and held in compliance with the Open Meetings Act.

## **MAINTAINING ORDER**

Public body members and all individuals participating shall preserve order and shall do nothing to interrupt or delay the proceedings of public body.

All speakers shall identify themselves prior to each comment that follows another speaker, and they shall also indicate termination of their comment. For example, "Adam Zettel speaking. There were no new water main breaks to report last month. That is all."

Any participants found to disrupt a meeting shall be promptly removed by the city clerk or by order of the Mayor. Profanity in visual or auditory form is prohibited.

The public body members, participating staff, and recognized staff/consultants/presenters shall be the only participants not muted by default. All other members must request to speak by raising their digital hand on the virtual application or by dialing \*9 on their phone, if applicable.

## **MOTIONS & RESOLUTIONS**

All Motions and Resolutions, whenever possible, shall be pre-written and in the positive, meaning yes is approved and no is defeated. All motions shall require support. A public body member who reads/moves for a motion may oppose, argue against or vote no on the motion.

## **PUBLIC ADDRESS OF COUNCIL**

The public shall be allowed to address a public body under the following conditions:

1. Each person who wishes to address the public body will be first recognized by the Mayor or Chair and requested to state his / her name and address. This applies to staff, petitioners, consultants, and similar participants.
2. Individuals shall seek to be recognized by raising their digital hand as appropriate on the digital application.
3. Petitioners are encouraged to appropriately identify their digital presence so they can be easily recognized during business. If you intend to call in only, please notify the clerk in advance of your phone number.

4. The city clerk shall unmute participants and the members of the public based upon the direction of the mayor or chair. Participants not recognized for this purpose shall be muted by default, including staff, petitioners, and consultants.
5. Individuals shall be allowed five (5) minutes to address the public body, unless special permission is otherwise requested and granted by the Mayor or Chair.
6. There shall be no questioning of speakers by the audience; however, the public body, upon recognition of the Mayor or Chair, may question the speaker.
7. No one shall be allowed to address the public body more than once unless special permission is requested, and granted by the Mayor or Chair.
8. One spokesperson for a group attending together will be allowed five (5) minutes to address the public body unless special permission has been requested and granted by the Mayor or Chair.
9. Those addressing the public body shall refrain from being repetitive of information already presented.
10. All comments and / or questions shall be directed to and through the Mayor or Chair.
11. Public comments (those not on the agenda as speakers, petitioners, staff, and consultants) are reserved for the two "Public Comment" sections of the agenda and public hearings.

#### **VOTING RECORD OF PUBLIC BODIES**

All motions, ordinances, and resolutions shall be taken by "YES" and "NO" voice vote and the vote of each member entered upon the journal.

**City of Swartz Creek  
CITY MANAGER'S REPORT**

Regular Council Meeting of Monday, December 15, 2025 - 7:00 P.M.

**TO:** *Honorable Mayor, Mayor Pro-Tem & Council Members*  
**FROM:** Adam Zettel, City Manager  
**DATE:** December 10, 2025

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**ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS**

✓ **MICHIGAN TAX TRIBUNAL APPEALS** (*No Change of Status*)  
The timeframe for appeals is open. As of writing, we do not have any. Generally, values have been increasing at a rate that is obviously in excess of our taxable value rate adjustments. However, this may be slowing down, and business may look to explore appeals again.

✓ **STREETS** (*See Individual Category*)

✓ **2025-2027 TRAFFIC IMPROVEMENT PROGRAM (TIP)** (*Update*)

We are working with the GCMPO to assess if alternate timelines for our projects are in order due to MDOT work related to I-69. We are hopeful that we can do Elms Road in 2027 despite the detour. We are then seeking completion of all of the Miller Road phases for 2028. As of writing, it appears Miller can all be done at once, but it is more likely to be 2029. The previous report follows.

As noted, Miller Road and Elms Road are facing partial or full closures in 2026 for unknown durations. In addition, Miller Road is to be the official I-69 detour for Bristol Road exit users in 2027, which is significant. These circumstances make rehabilitation of the concrete section of Miller Road impossible in 2026 and 2027. It makes asphalt work on Elms unlikely in 2026. Most important, it will place an extremely heavy burden increased general and truck traffic on the asphalt section of Miller (I-69 to Dye) in 2027.

The primary implication is that Miller Road (Tallmadge to Dye) cannot be rehabilitated until 2028 or later, AFTER being used as a detour for some of the region's most heavy truck traffic. This may degrade the road surface and base beyond what our project plans (and budget) can accommodate.

As an alternative, we are attempting to see if we can expedite preliminary engineering, MDOT review, and bidding to enable the asphalt section of Miller (Tallmadge to Dye) to be completed in 2026 during the overpass closure period. This will ensure we are addressing the surface deterioration timely. The downside is that the detour traffic will be driving on our new surface. However, we believe this is a better option than attempting to withstand the detour of traffic on a failing road.

This scenario is unlikely. We will probably be resurfacing the road in 2028 or 2029 and will need to address any additional deterioration as best as we can. The previous report follows.

We have tentative funding for Miller, Morrish to Dye, as well as Elms Road. These two streets are divided into four separate projects for the Genesee County Traffic Improvement Program as noted below.

The concrete section of Miller Road is proposed to be funded at 80% as a rehabilitation project. However, the other three segments have PASER 5 funds, and these funds are proposed to be limited. This limit is currently set at \$55/lane foot, and funding is set to be only 80% of that, but this could change.

The good news is that federal funds are available for all projects. The bad news is that the local match for all projects is over \$2.1M. As of writing, we have new numbers in from OHM that reduce the projects down to very basic mill and resurfacing projects. This substantially reduces the overall price and cuts our local match from \$2,142,772 in the original breakdown to \$1,344,070 as follows, a savings of about \$800,000:

Section	Repair Type	Beginning	End	Year*	Total Cost	Federal	Local
Miller	Concrete Repair	East Springpoint of Elms	475' East of Tallmadge	2027 (2028)	\$668,502	\$534,802	\$133,700
Elms	Asphalt Resurfacing	South City Limits	North City Limits	2029 (2027)	\$730,313	\$470,800	\$259,513
Miller	Asphalt Resurfacing	Morrish	Elms	2027 (2028)	\$1,287,581	\$747,384	\$540,197
Miller	Asphalt Resurfacing	Tallmadge	Dye	2029 (2028)	\$1,524,916	\$1,114,256	\$410,660

\*Years in ( ) are proposed.

\$5,010,014    \$2,867,242    \$1,344,070

Based on these new numbers, there is a path forward by which we can do all of the work. However, I was hoping to get the local match below \$1M. Note that the projects have substantially reduced estimates for the typical level of curb, sidewalk, grading, and undercutting work. As priced, we are looking at projects that are more similar in nature to the quick and easy Seymour Road resurfacing than the more involved Miller Road rehabilitation. However, given the condition of the streets at this point, I find such an investment to still be very much worth it with the matching funds.

We will plan to proceed with all four streets. The big question we will be working on with the GCMPC and OHM is related to the phasing. We need to set a tentative plan to get all the work done in a three year window. Doing all the work at once will save costs on mobilization and will put the work behind us quicker, with fewer interruptions. However, that plan could be a traffic nightmare and may be inflexible should we need more time to set funds aside. We are likely to break this project into two phases, perhaps the concrete first, followed by all paving in a subsequent season.

After meeting with GCMPC on January 16<sup>th</sup>, they intend to break the project into two phases with 2027 and 2029 being the construction years. This is later than we would like, but this is probably the best that can be arranged. We are trying to line up the asphalt phases of Miller Road first since those are the most time sensitive repairs in order to prevent more costly decay. Note that a project occurring in 2026 is nearly

impossible at this point because of the nine month delay with governmental agency reviews for engineered projects.

✓ **STREET PROJECT UPDATES** *(No Change of Status)*

*This is a standing section of the report on the status of streets as it relates to our dedicated levy, 20-year plan, ongoing projects, state funding, and committee work. Information from previous reports can be found in prior city council packets.*

All water main and street work in the village is substantially complete. A punch list walk through was conducted on November 19. There were only some restoration items identified for completion.

We applied for MDOT funds to help support Civic, Frederick, and School Street work. This opportunity was NOT awarded. Based on our current situation, it is not clear that we can proceed with these projects in 2026. We will look to finalize the 2025 expenses and compare this to the existing street fund reserves and revenues. As noted, state revenues will increase, but we may not actually see these funds until early in our 2027 fiscal year (July or August of 2026).

Crack fill has occurred throughout the city in all priority areas. Bristol Road is complete and appears thicker than anticipated. Related to this, Clayton Township indicates that they received an invoice that was larger than the amount agreed to with the county by about 11%. We have not received an invoice yet.

✓ **I-69 MDOT WORK** *(Update)*

I-69 is open fully to traffic now until spring.

It appears MDOT is going to be with us until the end of 2027. We have been asking direct, specific questions and getting general, broad answers. We have not been directly informed of any of the project plans, timelines, or closures. However, they indicate that they will include the city in the pre-construction meeting in the spring.

We did meet with the Davison office on October 27<sup>th</sup>, but many details are still unknown, even to their staff. Here is what we know.

-2025 work should conclude by December and includes construction of the temporary median crossover. This is going to provide one lane of traffic in each direction when in use. This will be in place for at least two years.

-The scope of work includes various levels of restoration of all bridges from Elms to I-75. This does include the Elms and Miller overpasses

-Their plans show complete closures of Elms and Miller Roads at the overpasses in 2026. However, they are not sure if they will be able to maintain one lane of traffic or not. The approximate date of closure and duration are not known.

-Closures of some of the Morrish and Miller interchanges are proposed for 2026. It appears this includes all east-bound Miller traffic and east-bound Morrish onramp only. The approximate date and duration is not known.

-The Bristol Road interchange is to be closed for some or most of 2027, with all traffic being directed to the Miller Road ramps in the city.

-No ramp surfacing, highway surfacing, or expansions are proposed.

✓ **WATER – SEWER ISSUES PENDING** (See Individual Category)

✓ **SEWER REHABILITATION PROGRAM** (Update)

Dependable Sewer completed the second year of the eight-year cleaning and televising program. This included about 17,000 lineal feet of pipe, and no notable issues were detected that require follow-up maintenance.

The following work is approved for 2026.

**2026 Sewer Cleaning and Televising**

Sewer Section	Footage
<b>Otterburn Heights</b>	
Jennie Ln	1657
Yarmy Dr.	1079
Abbey Ln.	872
Total	3608
<b>Bristol Rd. 7335 West to Elms</b>	3587
Total	3587
<b>Parkridge</b>	
Parkridge to Elms	2461
Hickory to Parkridge	426
Birch to Parkridge	417
Mountain Ash to Parkridge	412
Red Oak to Parkridge	403
Locust to Parkridge	403
Silver Maple to Parkridge	343
Total	4865
<b>East Entrance to Kroger</b>	277
Total	277
<b>Springbrook East</b>	
Alex Marin to Russell	393
Lindsey to Russell	558
Russell from Alex Marin to Kroger Dr.	716
7260 Lindsey to Russell	860
Kroger Dr. to Miller Rd.	506
Maya to Miller	1378
Maplecrest Circle	186
Total	4597

Based upon the approved pricing of the three-year agreement, I estimate that the work will cost around \$80,000 for cleaning, televising, root cutting, and mobilization. Staff did include additional provisions for traffic control, which include a benchmark of MDOT standards. I am including a map for reference and a resolution to affirm the work.

The city continues updates to our GIS (Geographic Information System or mapping system). DLZ has been retained to do some repairs on our GIS map and to update the related data fields with existing information. They will also be updating the data regularly as new inspection and/or repair data is made available.

See the January 13, 2025 report for historic and conceptual details regarding the city's eight year inspection program.

✓ **WATER PLANS** (*No Change of Status*)

OHM is working on the water plans and studies that are required by EGLE and the EPA. These include the Water Reliability Study (WRS), General Plan, Asset Management Plan (AMP), Emergency Response Plan (ERP), and Risk and Resilience Assessment (RRA).

Hydrant flow testing was done on the week of September 29<sup>th</sup>.

✓ **SEWER ASSET MANAGEMENT PLAN** (*No Change of Status*)

DLZ is working to update our sewer district map and 20 year asset management plan. They are analyzing our GIS maps to better complete a redistricting of our system and to make a determination of theoretical flows based upon changes to the system since the last districting process.

Concerning the flow monitoring that is required to understand our non-theoretical capacities, we requested that Genesee County include three such meters within their region-wide bidding process. The bids are in, and our annual cost (for 3-5 years) is estimated to be under \$30,000. I am awaiting an official statement from the county. We expect that we will need to formally acknowledge the bids and our participation with a future resolution. This will enable the city to proceed with meter installation and data control as a customer of the contractor.

This arrangement shall help us streamline the process and save money as we monitor sewer in the coming years. We expect these meters to be about half the cost of our initial estimate.

For complete details on this topic, see the June 23, 2025 report.

✓ **SEWER INFLOW MITIGATION** (*No Change of Status*)

We may pause proceeding with the program as it relates to financially supported footing drain disconnects. At the last Water and Wastewater Advisory meeting, we learned that the treatment costs and penalties relating to the 2025 storm events would likely only amount to \$1,000 to \$6,000 in charges to the city.

The good news is that this level of charges/penalties is extremely small. The other ramification is that, with footing drain disconnects estimated to average around \$10,000 each, it is difficult to justify a program that actively funds the disconnection of these from the system. We will spend the winter months working with the county to explore more options. See the October 27, 2025 packet for greater details on the purpose and methods of our potential program.

✓ **HYDRANTS** *(No Change of Status)*

The contractor indicates that they have completed work and have submitted a bill for 300 hydrants. We obviously take issue with this. Our DPW has audited the work, and we have dozens of missed hydrants, pre-mature rusting, and other issues. Rob is liaising with them to see where we go from here. I can say that we have no intention of paying full price for the work that has been completed.

As of writing, it appears that at least 200 hydrants are acceptable. We issued a check for 50% payment for work completed in good faith. We will expect correction of deficient work. However, the contractor is not responding to our requests to complete the project. If we do not hear from them, we will assume an end to our business and look to complete the project with another contractor or city staff.

✓ **GENESEE COUNTY WATER & SEWER MATTERS** *(No Change of Status)*

We will not be getting any water or sewer rate increases from the county in 2026. However, early indications are that sewer rates will go up in January of 2027. This rate jump will likely be substantial because the county passes five-year rates as a standard practice. This results in front-loaded budget surpluses in the early years and deficits in the later years for the county. The upside is stability. The downside is that we experience larger incremental increases.

I am hopeful that, depending on our findings with our sewer inspection program, we will be able to absorb much of this increase into our existing budget, which is functioning well in the black.

The county also informed us that state legislation for water affordability is back in the Senate. I strongly oppose this legislation, which we have reviewed in the past. In short, the legislation would prohibit water shut offs and fee recovery assessments in incidents of non-payment OR it would require the city to charge between \$1.25 to \$3.00 per account per month so the state could redistribute those funds to users that qualify for assistance. This scenario also greatly limits, if not practically eliminates, water shut offs as well.

Our staff and most municipalities are strongly opposed because this state program would use local units to collect funds as the state directs to support wealth redistribution between customers and between municipalities. It also would greatly limit, if not prohibit, collection of overdue accounts through assessment or shut off, which we believe would ultimately destroy the long-term solvency of our water utility.

I have detailed this legislation and its impact in previous reports. If movement continues, I recommend we revisit this. For the time being, my understanding is that the House is not likely to pass this.

The previous report follows.

Work is complete on a new section of water main that will connect Elms/Maple to Hill, and on to Morrish. This will provide some additional redundancy for the system. Water main is being installed on Elms, between Maple and Hill. Connection down Hill to Seymour is expected next year. I am making inquiries to the county to see if this is something we need to plan for. It does not appear that a connection is imminent.

These two connections will greatly increase reliability in the city, especially on our extreme west end, where we have a pronounced need for a second feed from either Clayton or Gaines. As a side note, this could encourage some new development south of the city, which is common to experience when utilities are extended during strong economic periods.

See prior reports (May 28, 2024) for updates on PFAS. At a meeting of the WWS Advisory Committee in December, it was again stressed that there is not a good solution for PFAS effluence. The county may be forced to devise a plan for incineration as land application and landfill disposal becomes more problematic. This could result in future added costs.

It was affirmed during the GCDC-WWS budget meeting in December that there is no rate increase planned for our bulk water.

✓ **HERITAGE VACANT LOTS** (*No Change of Status*)

Another privately owned lot is having a new home built. The water service could not be located, so the city provided one at our expense.

The city also has two more lots that were acquired through the tax reversion process. There is interest by the builder to proceed with acquisition and construction. In addition, the association manager reached out about permitted designs and builders for the subdivision. There could be renewed interest in some building. This would finally clear us of the subdivision and put the association in a better position to build membership and dues for their operations.

Though the city cannot retain funds in addition to expenses for these lots, we are still expected to sell them at market value. Listings in Heritage for vacant units are \$10,000-\$12,000, and none of them are moving. I propose a price of \$10,000 for each lot. If there is no objection, I will bring this back to the council for the first step of the sale process.

✓ **NEWSLETTER** (*Update*)

The winter newsletter will go out the first or second week of January. Let me know if you have content recommendations!

✓ **CONSTRUCTION & DEVELOPMENT UPDATE** (*See Individual Category*)

This will be a standing section of the report that provides a consolidated list for a brief status on public and private construction/developmental projects in the city. Many of these briefs are covered in more detail elsewhere in this report

1. **We met with the owner of the Raceway and the Genesee Economic Alliance on December 3<sup>rd</sup>** to explore the potential of the site for reuse. There is potential for economic development funds from third parties to be used to prepare the site for future uses. This might include further environmental, topographical, or planning studies.
2. **Street repair in 2025.** Work is substantially complete on Don Shenk and Cappy. The project scope was increased to include removal of all Cappy asphalt. Bristol Road has been paved by the county. Local street work in 2026-2028 will be limited due to advancement of the above projects. However, TIP funds are still pending for Miller (Morrish to Dye) and Elms.
3. The **Brewer Condos** project is expected to submit an incentive application to complete the remaining twelve units.
4. The current phase of **Springbrook East is substantially complete.** We created a punch list for the infrastructure improvements, which the owner has nearly completed. The next step is to proceed with formal street dedication. I expected this in January, but the owner was in a tragic accident, which slowed the process. Things are moving again, but not in time to get this before the council in April to accept the streets, water, sewer, and storm. **There has been a sale of this project's future phases and real estate.** It appears JW Morgan and another partner are in control of future phases.
5. The **southwest corner of Elms & Miller** was seeing some increased activity. We met with the owner and an architect yet again in January. Though there is nothing imminent, there is enough interest to make me believe we may see something in 2025.
6. **Park Projects.** Projects currently include an active grant award for Otterburn (2026 construction is on track). Abrams forestry is done and the grant now closed. Bike racks are installed downtown and available for various areas at Abrams and Elms. Elms Park pickleball nets are in. A replacement sign at Abrams is now in. Genesee County Park Ranger concluded patrols at Elms Park at the end of September and will not recommence in 2026. Additional historical signs are awaiting availability of the historical society to furnish content. Irrigation is installed for the Abrams butterfly garden.
7. **New Businesses.** Café Brulee has opened on the corner of Dye and Miller and is embracing the bike path! The former Techa Building on Holland Drive is for sale and may have a local buyer. The downtown bookstore has window signs up! The property across from Gil-Roys has a new owner, with a potential food market store moving into the former Rite-Aid and offices for Gordon Food Service occupying the west end. The industrial land south of the old elevator is listed for sale.
8. **Mundy Megasite (Advanced Manufacturing District).** The potential user, Sandisc, has withdrawn interest in the site. However, the Genesee Economic Alliance maintains efforts to find a user and continues to present their offer to purchase Morrish Elementary for \$40,000,000. They did a preliminary study that indicates this should be sufficient to replace the school with a larger and more functional site. The school board is considering this.
9. **(Update) The Holland Square** pergola has local design approval and the state crowdfunding approval. Greg is conducting fundraising now, and we did budget contributions to support this from the DDA and general fund. Please see the complete report below.

10. **Wayfinding & Branding Signs** are in. I think they look great. However, the corner of Miller and Elms is so congested with underground utilities, that we could not place this where we wished, resulting in some awkwardness with the sign and its intent. We are looking at alternatives, but nothing has presented itself yet. We also replaced the Hill Road entry sign and the main sign at Abrams Park. The DDA and council can liaise on if, when, and how to proceed with future installations.
11. The DDA considered a **Social District about two years ago**. There is renewed interest in exploring this. No recommendations have been made, but I would not be surprised if this was back on DDA agenda's this spring or summer. With the potential for another tavern coming, the city has the ability to designate a commons area in the community.
12. The **Cage Fieldhouse** right of way work is done, but we are requiring additional work to smooth the asphalt and to correct some concrete work. As of writing, this has been completed but is not to standards. We will seek funds from the school to correct the work in the spring.
13. **Old Methodist Church** had an asbestos/lead survey completed as part of the MEDC RRC program. We are proceeding with developing a bid spec to clear out asbestos. Two potential users looked at the site in the last thirty days. Over the summer, we had a number of folks inspect the site, but we did not get a submission of a proposal by our July deadline. We are pursuing some other avenues to garner interest and lower barriers to use.

✓ **REDEVELOPMENT READY COMMUNITIES** (*No Change of Status*)

The state provided \$9,685 for industrial hygiene services for the church. This includes an asbestos and lead survey, as well as services to create bid specifications for procurement of remediation services. We are very pleased that this is available to us as another benefit of our RRC MEDC affiliation. The survey indicates commonly found asbestos and some lead paint. We are having the contractor develop bid specs and pricing for the DDA to consider for removal. I expect this to be \$30,000-\$50,000.

The previous report follows.

The RFQ for the old Methodist Church has come and gone without a submission. This has been broadcast all over the state, shared with trade groups, and delivered to known local and regional interests. This is not good news, but there may be assistance that can still be offered by the state to reduce real and perceived barriers to use. For example, funds may be able to cover the analysis and/or removal of lead and asbestos onsite, which makes many users worried when considering such a project.

The DDA is expected to consider this matter strongly this winter. I expect them to choose a direction that commits to preservation of the structure or to move quickly to a demolition. What we wish to avoid is a middle approach which may still result in significant expenses over a period of time, without a commitment to preservation and use, which may still result in a wrecking ball. The previous report follows.

The DDA completed the purchase of the Methodist Church on Morrish. They made this acquisition as a means to create more likely opportunities for the building's preservation and reuse for recreation, hospitality, or culture. We requested MEDC assistance through the RRC program to create a Request for Qualifications for reuse of the site.

The DDA continues to market the site to potential users and request statements from interested parties that include a conceptual use, business plans, and qualifications. The DDA hopes to proceed to select one or more parties to negotiate a plan and transaction.

The DDA is also taking the lead on Holland Square, which is a candidate for a future crowdfunding program. Please see the dedicated section below.

✓ **CDBG** *(No Change of Status)*

Our agreement to spend CDBG funds on the Pajtas Amphitheater ADA drop-off has been approved. We are working with the Swartz Creek Fine Arts Association to develop a design and bid to complete the work in 2026.

✓ **OTTERBURN PARK** *(No Change of Status)*

With the state budget approved, the DNR indicates that funds are now officially obligated for the Trust Fund grant, in the amount of \$290,000! We are awaiting final state signatures on this grant agreement. Apparently, our HUD grant (administered through Genesee County Parks) is still pending. This is keeping us from bidding. Otherwise, we are ready to go. I am including the current plans and pricing.

The water service has been installed, and we await the sewer service connection.

The project now includes a pavilion, restrooms, a path, bike station, gates, sign, and ADA parking. The estimated total cost is close to \$600,000. Our grants include \$283,000 from HUD and \$290,000 from the DNR, in addition to donations. This concept includes all original work items, excluding the disc golf and sledding hill (now complete), as well as a secondary pavilion on the far north side of the site, which is not affordable.

✓ **WAYFINDING PROJECT** *(No Change of Status)*

Trail head signs and trail wayfinding signs are in, with the exception of Otterburn. For this sign, we await the balance of the Otterburn improvements! As noted, we could not place the sign at Elms and Miller where we desired due to a very large amount of underground utilities. This has resulted in a less desirable placement. We looked into other nearby locations, but the ground is absolutely saturated with telecom, fiber, and power.

The Abrams Park primary sign has been installed as well. The Hill Road gateway sign was replaced with the new model after being struck by a vehicle. The next candidate is the red sign on Seymour and Miller. That sign is definitely at the end of its life (this will require some future budgeted funds).

✓ **SOCIAL DISTRICT** *(No Change of Status)*

The DDA had a discussion about the potential for a social district in the downtown area. There is some potential for this to have a positive impact by attracting events and visitors to encourage commerce and desirable activities in the community. There is also the potential for this to generate undesirable nonsense, bad behavior, litter, etc. The DDA did not act on this. They intend to independently consider how a district might impact the community, be received by the residents, and support businesses. See the April 8, 2024 packet for more details.

✓ **HOLLAND SQUARE CROWDFUNDING PROJECT (Update)**

The crowdfunding projects for the next phase, statewide, ARE funded now!. We can now proceed with fundraising in December and January. Greg will be working on marketing and outreach for this endeavor. The previous report follows.

Holland Square was granted concept approval by the city council. This includes the budget, design, lighting/sound scope, and Dort Financial naming rights. See the September 22<sup>nd</sup> meeting packet for details.

Greg will work on fundraising for the remainder of the budget. This will include leveraging funds from the MEDC crowdfunding campaign, Public Space & Community Places. This program offers a \$1 for \$1 match for select projects and was used to good effect with Cosmos.

✓ **SPRINGBROOK STREET DEDICATION INQUIRY (No Change of Status)**

Resurfacing of Crosscreek Drive has occurred. Our engineer conducted many inspections, recommended specific repairs, and documented the works. The HOA was great to work with and altered their plans during construction to ensure road base issues were addressed.

The previous report follows.

The HOA was not able to meet on May 13<sup>th</sup> as planned, but was able to convene on May 20 to discuss next steps. It sounds like they are desirous of taking formal steps to consider city ownership of the streets. I recommended that they send a written request to the city council, signed by the homeowners association, that indicates their conceptual terms and conditions for such a potential transfer. The council can then review this and decide if and how to proceed. The previous report follows:

I met with the HOA street committee on February 24<sup>th</sup> and March 24<sup>th</sup> along with Councilmember Spillane. The group is proceeding with rehabilitation of Cross Creek, using the best practices recommended by our engineer. They are also interested in continued in-kind services during final planning and construction to ensure project quality. If the city is still open to taking these streets, I recommend this support be given to ensure the assets are optimized.

Beyond their 2025 work, there is still much discussion, and I do not see this moving forward very quickly. They have a lot of questions about winter maintenance, solicitation control, sidewalks, and costs. The previous report follows.

The HOA completed three cores on Cross Creek Drive to better understand the pavement cross section that is there. It appears the road is generally built of 10" thick asphalt on clay instead of 5" asphalt on 10" of aggregate. Leadership from the HOA met with our engineers and staff to go over the implications of this finding on January 21st.

For the time being, they are taking the informal advice of our engineers and adjusting some of their plans for the 2025-2026 construction years. Though there is not any further movement towards a potential street transfer, they appear to be proceeding with street maintenance and rehabilitation in a manner that would meet city standards.

I expect to be meeting with the group regularly moving forward. See the October 14, 2024 report for all the details of this request, as well as a historical and contextual narrative.

✓ **GENESEE COUNTY FORECLOSURES (Update)**

The city objected to the transfer of:

58-01-502-047; 7484 Wade St            \$17,942.50 (Auto repair)

The two condo units in Carriage Commons sold on September 5<sup>th</sup>. I do not know who buyer is.

I will update the city council on any other information I received prior to the meeting.

✓ **PARKRIDGE DRIVEWAYS (No Change of Status)**

Since issuance of tickets, we have had one more owner comply. The previous report follows.

We are seeking injunctive relief on two properties with drives that were improperly installed. The owners are not working with the city in any way. Our attorney informed us that the appropriate 'look-back' time for enforcement is two years. The previous report follows.

We have gotten compliance from most property owners, with more choosing to work with us each day. However, it appears to have two that choose to ignore the issue or otherwise refuse to cooperate. We have sent out final notice letters that could require court action. At this point, we will work with the city attorney to proceed with a request for injunctive relief. See the September 22, 2025 packet for full details.

✓ **CROSS CONNECTION PROGRAM (Update)**

We met with our provider on December 11th. They propose we invoke the one year extension in our existing agreements to cover the 2026 calendar year. This allows for continue of services as scoped with a 4% increase. I indicated that council would likely agree to an increase of 2.7%, which coincides with our Michigan Department of Treasury inflationary adjustment rate.

If this is agreeable, I will likely get an offer letter of extension at 2.7%, which I would recommend approval on. Otherwise, the council has the option to renew at 4% or to consider a new contract entirely. This decision will be before the council in January.

The previous report follows.

A cross-connection is a physical link in a plumbing system where the potable water supply is connected to a source of potential contamination. Industrial examples can include connections to boilers, food processing equipment, or chemical storage tanks. Residential examples can include a garden hose or an irrigation system.

This connection creates a risk of contamination entering the drinking water through backflow, which can happen when water flows backward due to pressure changes.

Examples include connecting a garden hose to a water source while the other end is in a puddle or using an unprotected hose to fill a swimming pool.

The State of Michigan EGLE requires waters distribution system operators to maintain a service list of all customers and to inspect those customers at various frequencies depending on the circumstances. Elimination of unmitigated cross connections is required to remain on the potable system.

Our cross connection agreements are expiring in the coming months. These agreements, with HydroCorp, enable private inspectors to enter industrial/commercial buildings for annual inspections and residential dwellings for one-year to ten-year inspections (as determined by the types of connections in the dwelling).

As of the end of 2025, we have about 77% of all residential units in compliance (1531 out of 1976). We inspect about 180 units per year. There are 151 that have not been sent initial inspection letters, and a number have not allowed entry or reentry. Our community has not engaged in shut-offs to compel compliance, though this may be required by EGLE at some point.

We inspect about 34 commercial/industrial accounts per year on a five year rotation. This number may need to increase in 2027.

✓ **APPOINTMENTS** *(No Change of Status)*

There is still a DDA vacancy that does not yet have a candidate. The Mayor is considering options.

✓ **METRO PD BUDGET AND UPDATES** *(Update)*

Metro Police is in the midst of labor negotiations for a likely three-year contract with officers and command staff. Metro held a meeting on December 9<sup>th</sup>. The agreements and budget were not approved at that time. The board wishes to see some changes to the bargaining agreements, which will have impacts on the 2026 and subsequent budgets. Their goal is to limit exposure to future health care costs and to pursue wages that are more in line with inflation and existing bargaining agreements of the participating municipalities. Overall, they found the budget increase unsustainable and believe these changes are essential.

A meeting is scheduled for the 17<sup>th</sup> to go over these matters. The previous report follows.

Though all instruments are dynamic and only in draft form, it appears the current budget is showing a large surplus which could result in over \$200,000 being returned to the supporting communities (~\$60,000 to Swartz Creek). The 2026 budget is likely to increase by 4-5%. The Metro Board is holding a special meeting on Tuesday, December 9<sup>th</sup> at 11am to review labor agreements and the budget.

I have met with the Chief and leadership of Mundy to advocate for labor agreements that provide for ~3% increases in compensation annually, as well as to seek annual budgets that required ~3% increases from sponsor municipalities. Discussions are likely to continue as it relates to these matters. Ultimately, the Metro Board and leadership shall determine the amount and type of compensation. However, the sponsor municipalities and

Metro must work together to determine the total budget contributions that can be made to support the department.

In other news, Metro has suspended their agreement with ICE.

✓ **OTHER COMMUNICATIONS & HAPPENINGS** *(See Individual Category)*

✓ **MONTHLY REPORTS** *(Update)*

Monthly reports are included.

✓ **BOARDS & COMMISSIONS** *(See Individual Category)*

✓ **PLANNING COMMISSION** *(No Change of Status)*

The Planning Commission met on November 4, 2025. They went over the off street parking, loading and unloading sections of the zoning ordinance as a form of training. There was not a December meeting, and their next meeting is scheduled for January 6, 2026.

✓ **DOWNTOWN DEVELOPMENT AUTHORITY** *(Update)*

The DDA met on December 11<sup>th</sup>. They approved their initial \$10,000 contribution to the Holland Square pergola crowdfunding campaign and a total contribution of \$210,102. Their next regular meeting is scheduled for January 8. I expect to get an application for incentives for the Brewer Townhomes soon, and the board will likely need to consider the potential bidding of remediation work for the church.

✓ **ZONING BOARD OF APPEALS** *(No Change of Status)*

There was a use variance to consider permitting first floor residential at 7538 Miller Road in the Central Business District. This was deliberated at the July 16, 2025 meeting, and the ZBA denied the request. Notice has been sent to the petitioner.

✓ **PARKS AND RECREATION COMMISSION** *(Update)*

The Park Board is due to meet on December 16 to consider proposed changes to the Abrams Park gardens. They will look to have their annual Christmas decorating contest results in the Swartz Creek View edition of December 18<sup>th</sup>.

✓ **BOARD OF REVIEW** *(Update)*

The December 9 Board of Review meeting went well. There was only one item which was a taxable value recapping.

All of the BOR members need to have training prior to the March meeting. This was discussed, and all members prefer to go to training in St. Johns on January 8, along with Renee. IN the event of inclement weather, this class does have a virtual option and Renee could hopefully switch them to this at the last minute and set up a "viewing party" at city hall if necessary.

Belinda Wright should make a good addition to the BOR when she gets the training.

Dates for all of the 2026 meetings were discussed.

✓ **CLERK'S OFFICE/ELECTION UPDATE (Kraft)** *(No Change of Status)*

- Routine duties include record management, publications, FOIA requests, human resources, ordinance codification, payroll approval, solicitation permits, recording secretary, maintaining the cemetery registry, helping to maintain the website, Keeper of the City Seal, Board of Review, and everything related to elections.
- ✓ **DEPARTMENT OF COMMUNITY SERVICES UPDATE (Bincsik) (Update)**
  - DPS continues to GPS water and sewer assets.
  - DPS continues to update water meter transponders, registers and meters as needed.
  - DPS has 4 salt events and 2 plow event this winter so far.
  - DPS responded to a water main break on Miller West of Seymour. DPS with Dawes completed a repair on a 12" cast iron water main that had a "clean break". These types of breaks are typically associated with ground movement. Hopefully this isn't the beginning of more water main breaks from winter conditions.
- ✓ **TREASURER UPDATE (Nichols) (Update)**

Winter tax bills have been mailed and payments are already coming in. The due date for the winter bill is February 17<sup>th</sup>, since the typical due date of February 14<sup>th</sup> falls on a Saturday this year and Monday the 16<sup>th</sup> is a holiday. Routine operations include, but are not limited to, processing payments for utility bills, tax bills, delinquent personal and qualified real taxes, building permits, daily/weekly/monthly journal entries, bank wires, review/approval of accounts payable invoices, issuance of building permits and rental inspection collections, processing payroll, accounting for grants and projects and other financial matters impacting the city.
- ✓ **ECONOMIC DEVELOPMENT UPDATE (Dietrich) (Update)**
  - Holland Sq: MEDC Funding for Patronicity has been funded on December 2nd. We expect to open the link for fundraising the week of December 8<sup>th</sup>.
  - Holland Sq: We applied to the Consumer Energy Foundation for \$50,000 for the Pergola.
  - Holland Sq: We met with the Flint Community Foundation for the initial step in funding for the Pergola. Funding will be made available in February 2026.
  - The City Manager and the Economic Developer will be meeting with the Mott Foundation to discuss funding opportunities on September 18<sup>th</sup>.
  - The Economic Developer met with Sharp Funeral home for a letter of support and a donation for the Pergola.
  - Contacted the Flint & Genesee Economic Alliance requesting funding for the Pergola and was declined on November 24<sup>th</sup>.
  - Request for the letter of support from the Swartz Creek Chamber of Commerce was requested at the end of November.
  - Application for Pergola funding to the Genesee Valley Rotary Club was denied.
  - Invoice was sent to Dort Financial CU for half of the naming rights amount: \$25,000. We should receive funds the week of the 15<sup>th</sup>.

## NEW BUSINESS / PROJECTED ISSUES & PROJECTS

- ✓ **HAPPY HOLIDAYS (Update)**

In the interest of enabling community leaders to participate in the annual Genesee Wind Symphony event that is at the Swartz Creek Performing Arts Center, the December

agenda items were consolidated to the December 8<sup>th</sup> agenda. Our next meeting is January 12! See you in 2026!

**Council Questions, Inquiries, Requests, Comments, and Notes**

*Orienteering Course:* I am working with Walt to replace these medallions. We appear to be close to getting new material in the ground.

*Miller Road Sewer:* We are still looking into the status of the short line sewer that services some homes near the Masonic Temple.

*Med Star:* Kolby will be presenting on the 26<sup>th</sup> of January.

**City of Swartz Creek  
RESOLUTIONS  
Regular Council Meeting, Monday, December 15, 2025, 7:00 P.M.**

**Motion No. 251215 -4A                      MINUTES – DECEMBER 8, 2025**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday, December 8, 2025, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Motion No. 251215-5A                      AGENDA APPROVAL – DECEMBER 15, 2025**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of December 15, 2025, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Motion No. 251215-6A                      CITY MANAGER’S REPORT**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council accept the City Manager’s Report of December 15, 2025, including reports and communications, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Motion No. 251215-11A                      ADJOURN**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council adjourn the regular council meeting of December 15, 2025.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE REGULAR COUNCIL MEETING  
DATE December 8, 2025**

The meeting was called to order at 7:00 p.m. by Mayor Henry in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance.

Councilmembers Present: Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry.

Councilmembers Absent: Melen.

Staff Present: City Manager Adam Zettel, Clerk Renee Kraft, Director of Public & Community Services Rob Bincsik.

Others Present: Ashley Frase-Plante Moran, Alli Conley-Plante Moran, Sheri Sprygada-TMCPA, Shawna Farrell-TMCPA, Jeff Kelley

Others Virtually Attended: Josie Anderson, Michael.

**APPROVAL OF MINUTES**

**Resolution No. 251208-01**

**(Carried)**

Motion by Councilmember Spillane  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday November 24, 2025 to be circulated and placed on file.

YES: Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry.  
NO: None. Motion Declared Carried.

**APPROVAL OF AGENDA**

**Resolution No. 251208-02**

**(Carried)**

Motion by Councilmember Krueger  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council approve the Agenda as printed for the Regular Council Meeting of December 8, 2025, to be circulated and placed on file.

YES: Gilbert, Hicks, Krueger, Knickerbocker, Henry, Spillane.  
NO: None. Motion Declared Carried.

**CITY MANAGER’S REPORT**

**Resolution No. 251208-03**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Gilbert

**I Move** the Swartz Creek City Council accept the City Manager’s Report of December 8, 2025, including reports and communications to be circulated and placed on file.

Discussion Ensued.

YES: Hicks, Krueger, Knickerbocker, Henry, Spillane, Gilbert.  
NO: None. Motion Declared Carried.

**MEETING OPENED TO THE PUBLIC:** None.

**COUNCIL BUSINESS:**

**RESOLUTION TO ACCEPT THE 2024-2025 FISCAL YEAR AUDIT BY INDEPENDENT AUDITOR PLANTE-MORAN**

**Resolution No. 251208-04**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Krueger

**WHEREAS**, Section 8.13 of the City Charter requires an audit of all accounts of the city government; and

**WHEREAS**, independent auditors, retained by the city per a qualified bidding selection process, have completed said audit for the most recent fiscal year, 2025; and

**WHEREAS**, said audit contains financials for related public utilities, enterprise accounts, and the Downtown Development Authority; and

**WHEREAS**, the audit, as presented to the city council on December 8, 2025, has been found to meet generally accepted accounting standards and required reporting provisions of state and local law.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek approve the 2024-2025 Fiscal Audit Report prepared by Plante-Moran, a copy of which is attached hereto, and further, direct such to be published, distributed, circulated and placed on file in a manner prescribed by law.

Discussion Ensued.

YES: Krueger, Knickerbocker, Henry, Spillane, Gilbert, Hicks.

NO: None. Motion Declared Carried.

**RESOLUTION TO OBJECT TO THE TRANSFER OF TAX REVERTED PROPERTY FROM THE GENESEE COUNTY TREASURER**

**Resolution No. 251208-05**

**(Carried)**

Motion by Councilmember Knickerbocker  
Second by Mayor Pro Tem Hicks

**WHEREAS**, MCL 211.78 m(6) states that a list of properties in a local unit not previously sold by the foreclosing governmental unit (Genesee County) at the mandatory yearly auctions shall be provided to the clerk of the local unit in which the property is located; and

**WHEREAS**, reversion of 7484 Wade Street (PID 58-01-502-047) will be automatic unless the Swartz Creek City Council objects by formal resolution prior to December 30, 2025; and

**WHEREAS**, the City cannot enter into the property to inspect the site's general condition or assess any environmental risks; and

**WHEREAS**, the City finds that the property condition and status is unknown, presenting a risk of public ownership.

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek objects to the automatic transfer of 7484 Wade Street, PID 58-01-502-047.

Discussion Ensued.

YES: Knickerbocker, Spillane, Hicks, Krueger.

NO: Henry, Gilbert. Motion Declared Carried.

ABSENT: Melen

**RESOLUTION TO APPROVE AN EXPANDED USE RESERVATION AND PARK FEE/DEPOSIT WAIVER FOR USE OF ELMS PARK FOR A NON-PROFIT ART EVENT**

**Resolution No. 251208-06**

**(Carried)**

Motion by Councilmember Spillane  
Second by Councilmember Knickerbocker

**WHEREAS**, the City of Swartz Creek requires park usage reservations and fees in accordance with adopted rules and regulations; and

**WHEREAS**, the Swartz Creek Kiwanis Club and its affiliates, is proposing an expanded park use reservation for Elms Park August 21-22, 2026 for the purpose of holding a public art fair and related activities and any other activities above and beyond the art show, needs to come back to council for approval; and

**WHEREAS**, all groups are recognized non-profits operating in Swartz Creek that meet the requirements for an expanded use reservation; and

**WHEREAS**, the city park rules and regulations states that “fees may be waived in full if reservations by a non-profit are found to result in a public benefit directly or if proceeds from the reserved event are found to be a benefit to the city.”; and

**WHEREAS**, the City Council finds the Swartz Creek Kiwanis Club and its affiliates, to be qualified groups with a qualifying activity.

**NOW, THEREFORE, BE IT RESOLVED**, the Swartz Creek City Council hereby approves the expanded use reservation, as amended, of the Swartz Creek Kiwanis Club and waives all fees for the August 21-22, 2026 reservation in Elms Park.

Discussion Ensued.

YES: Henry, Spillane, Gilbert, Hicks, Krueger, Knickerbocker.  
NO: None. Motion Declared Carried.

**RESOLUTION TO AMEND THE PURCHASE PRICE FOR A SINGLE CREW CAB PICKUP TRUCK**

**Resolution No. 251208-07**

**(Carried)**

Motion by Councilmember Krueger  
Second by Councilmember Gilbert

**WHEREAS**, the City’s Purchasing Ordinance, Chapter 2, Article VI, Section 2-406 provides for terms and conditions of purchases; and

**WHEREAS**, the city elected to replace a pickup truck with the following truck at the November 24, 2025 city council meeting using the MiDeal contract pricing:

2026 GMC Sierra 2500HD; Crew Cab; Long Box; 4WD (MiDeal; \$50,824); and

**WHEREAS**, the quoted truck included a chassis for a utility box instead of a standard truck bed; and

**WHEREAS**, the Director of Public Services has opted to build this vehicle out with a standard bed instead of a utility box (to be purchased separately).

**NOW, THEREFORE, BE IT RESOLVED**, the City of Swartz Creek approves the amended pickup buildout and MiDeal pricing (\$52,564), as quoted in the December 8, 2025 packet, from Todd Wenzel Buick GMC of Westland.

Discussion Ensued.

YES: Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry.

NO: None. Motion Declared Carried.

**RESOLUTION TO APPROVE 2026 SEWER CLEANING AND INSPECTIONS UNDER THE EXISTING 2024-2026 SEWER CLEANING AND INSPECTIONS AWARD**

**Resolution No. 251208-08**

**(Carried)**

Motion by Mayor Pro Tem Hicks  
Second by Councilmember Knickerbocker

**WHEREAS**, the city owns, operates, and maintains a sewer collection system that consists of clay, lined clay, and plastic pipes, as well as manholes; and

**WHEREAS**, the city substantially completed an existing twenty-year plan that included inspections and lining of older clay pipes; and

**WHEREAS**, the critical collection lines have been addressed, and the city has adopted a strategy to inspect and clean the sewer system on an eight-year on-going basis, as outlined in the city's Capital Improvement Plan; and

**WHEREAS**, bids were solicited in 2024 to commence with the first three years of cleaning and inspections as part of an eight-year cleaning cycle; and

**WHEREAS**, Foco Inc, doing business as Dependable Sewer, submitted the lowest responsible bid, which includes unit pricing, and they completed the first of three phases in 2024 and the second phase in 2025.

**NOW, THEREFORE, BE IT RESOLVED** the City of Swartz Creek hereby affirms the bid by Foco Inc, as a unit cost bid, as included in the December 8, 2025 city council packet, funds to be appropriated to the Sewer 590 fund.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the City of Swartz Creek hereby approves the 2026 sewer work scope, as included in the December 8, 2025 city council packet, said work items expected to cost approximately \$80,000.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the City of Swartz Creek hereby directs the city manager to create and execute a standard contractor agreement with the contractor.

Discussion Ensued.

YES: Spillane, Gilbert, Hicks, Krueger, Knickerbocker, Henry.

NO: None. Motion Declared Carried.

**MEETING OPENED TO THE PUBLIC:** None.

**REMARKS BY COUNCILMEMBERS:**

Mayor Pro Tem Hicks: The Women’s Club is now judging the businesses for the Christmas decorations. The sign at Seymour and Miller looks sad. Mentioned that the Christmas parade was nice.

Councilmember Knickerbocker: The last Chamber event went well with a nice turnout.

Councilmember Spillane: Discussed data centers and the clearing of property near the water line that was installed. Would a data center have an effect on our water system? City Manager Adam Zettel didn’t think it would have a direct impact on us, though Mr. Zettel explained he is not an expert. Spillane informed city of decorative street lights that are out.

Councilmember Gilbert: orange lights in park-he thinks they are terrible.

Councilmember Krueger: Chamber of Commerce Christmas party-Zettel won a door prize. Wind Symphony concert next Monday. Police Authority meeting changed to tomorrow.

Mayor Henry: Mary Crapo ribbon cutting ceremony will be Wednesday at 5:00 pm. The Christmas parade was nice. He thanked Bigby for donating coffee and hot chocolate; Fireman’s Association; Metro Police and Women’s Club for their contributions.

**ADJOURNMENT**

**Resolution No. 251208-09**

**(Carried)**

Motion by Councilmember Gilbert  
Second by Councilmember Krueger

**I Move** the Swartz Creek City Council adjourn the regular meeting at 8:18 p.m.

Unanimous Voice Vote.

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**Nate Henry, Mayor**

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**Renee Kraft, CMC, MiPMC-2, City Clerk**



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# Holidays with the GWS!

## DECEMBER 15, 2025



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### Location Information

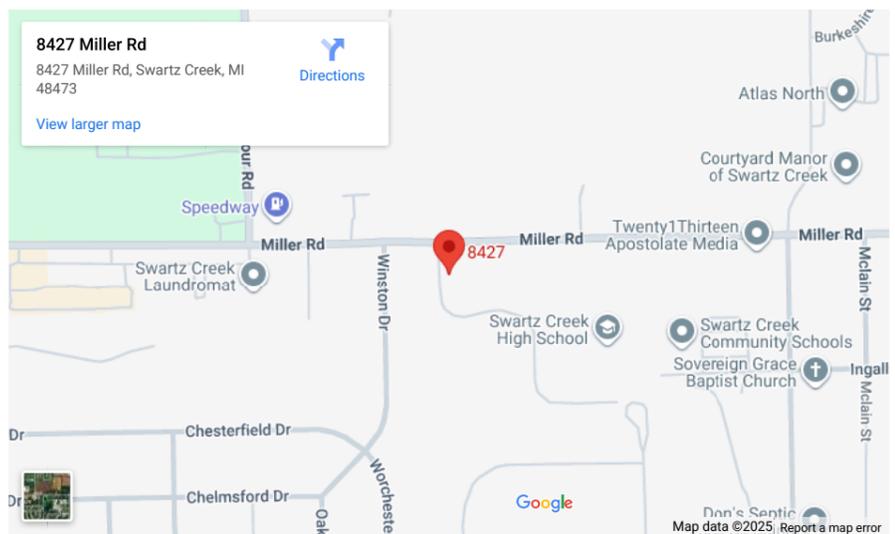
#### Location

Swartz Creek HS Performing Arts Center  
8427 Miller Road  
Swartz Creek, MI 48473

#### Driving Directions

Enter your starting address

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### Tickets & Pricing

Tickets \$10.00 at the door  
Student Tickets available with valid student ID for just \$5.00

*NOTE: Event information including pricing, specials, hours, and general information is subject to change without notice.*

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