

**CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
MINUTES OF THE REGULAR COUNCIL MEETING
DATE SEPTEMBER 14, 2026**

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

Councilmembers Absent: None.

Staff Present: City Manager Adam Zettel, Clerk Jacquie Forrest.

Others Present: Matt Packer, Kristi Packer, Mike Packer, Jim Packer, Dennis Cramer, Bob Campbell, Bruce Lanning, Peter Thoms, Jeffrey Kelley, Ken Jackman, Jeff Kelley, Dan Bowman, Craig Chapman, Stacy Chapman, Shirley Pittsley, Rosemary Heath

Others Virtually Attended: Lania Rocha, Emma McNally, Michael Miller.

APPROVAL OF MINUTES

Resolution No. 260914-01

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Krueger

I Move the Swartz Creek City Council approve the Minutes of the Regular Council Meeting held Monday August 24, 2026, to be circulated and placed on file.

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

APPROVAL OF AGENDA

Resolution No. 260914-02

(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 September 14, 2026, to be circulated and placed on file.

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

CITY MANAGER'S REPORT

Resolution No. 260914-03

(Carried)

Motion by Councilmember Melen
Second by Councilmember Gilbert

I Move the Swartz Creek City Council accept the City Manager's Report of September 14, 2026, including reports and communications to be circulated and placed on file.

Discussion Ensued.

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

MEETING OPENED TO THE PUBLIC:

Jeffrey Kelly – Not satisfied with the concrete work at Holland Square and Abrams Park.
Rosemary Heath- When will trees will be replanted in the Village.

COUNCIL BUSINESS:

THE MILLER SETTLEMENT CITIZEN OF THE YEAR: Presented to James Packer

Recess: Went into recess at 7:28 pm and reentered session at 7:31pm

RESOLUTION TO APPROVE A MUNICIPAL PROPERTY RESERVATION PERMIT FOR THE MAKE A MORNING OF IT COFFEE TASTING EVENT

Resolution No. 260914-04

(Carried)

Motion by Mayor Pro Tem Hicks
Second by Councilmember Melen

WHEREAS, Make a Morning of It LLC is a recognized organization that is in good standing; and

WHEREAS, said organization submitted an application to close Holland Square for the purpose of hosting a single-day family event that his available to the public; and

WHEREAS, the event includes vendors, food trucks, music, portable toilets, and related offerings; and

WHEREAS, the City Council finds the organization and the event to be beneficial to the public and in good standing.

NOW, THEREFORE BE IT RESOLVED that the City of Swartz Creek hereby approves the application for a municipal property reservation application to conduct "Make a Morning of It" event on Saturday, November 21, 2026 from 9am to 1pm, applicant: Make a Morning of It LLC, in accordance with the application submitted, under the direction and control of the Chief of Police.

Discussion Ensued.

YES: Krueger, Knickerbocker, Henry, Melen, Hicks.

NO: Spillane, Gilbert. Motion Declared Carried.

RESOLUTION TO ESTABLISH AND ACTIVATE A SOCIAL DISTRICT AND COMMONS AREA

Resolution No. 260914-05

(Carried)

Motion by Councilmember Gilbert

Second by Councilmember Melen

WHEREAS, The City of Swartz Creek desires to promote economic vitality, tourism, and responsible social activity within its downtown; and

WHEREAS, Public Act 124 of 2020, as amended, authorizes municipalities to designate Social Districts and Commons Areas; and

WHEREAS, the Michigan Liquor Control Commission requires local approval of Social Districts prior to issuance of permits to participating licensees; and

WHEREAS, the City Council finds that establishing a Social District will support downtown businesses, encourage walkability, and enhance community engagement;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1: ESTABLISHMENT

The City of Swartz Creek hereby establishes the **Swartz Creek Social District**.

SECTION 2: COMMONS AREA DESIGNATION

The City hereby designates a Commons Area within the Social District, as depicted in Exhibit A (to be refined adoption), where patrons may possess and consume alcoholic beverages purchased from participating licensees.

SECTION 3: BOUNDARIES

The Social District and Commons Area shall be defined by the map and description attached as Exhibit A.

SECTION 4: HOURS OF OPERATION

The Social District shall operate during the following hours:

- Sunday–Saturday: 7 AM to 11PM

The City Council may modify hours for special events and the City Manager may reduce hours for public safety purposes.

SECTION 5: COMPLIANCE WITH STATE LAW

All participating establishments must:

- Hold a valid license issued by the Michigan Liquor Control Commission
- Obtain Social District permits as required by the State
- Comply with all applicable state and local laws
- Execute and adhere to a participation agreement

SECTION 6: LOCAL OVERSIGHT

The City Manager or designee is authorized to:

- Administer the Social District
- Coordinate with participating businesses & execute participation agreements
- Ensure compliance with state and local regulations

SECTION 7: SUBMISSION TO STATE

The City Clerk is authorized and directed to submit this Resolution, along with all required maps and documentation, to the Michigan Liquor Control Commission.

SECTION 8: EFFECTIVE DATE

This Resolution shall take effect upon adoption.

Discussion Ensued.

YES: Knickerbocker, Henry, Melen Hicks, Krueger.

NO: Spillane, Gilbert Motion Declared Carried.

Recess: Went into recess at 8:12 pm and reentered session at 8:18pm

RESOLUTION TO ESTABLISH A SOCIAL DISTRICT MANAGEMENT, MAINTENANCE, AND ACTIVATION PLAN

Resolution No. 260914-06

(Carried)

Motion by Councilmember Knickerbocker

Second by Councilmember Melen

WHEREAS, The City has established a Social District; and
WHEREAS, the City Council desires to ensure safe, clean, vibrant, and economically beneficial operation of the district;
NOW, THEREFORE, BE IT RESOLVED:

SECTION 1: PURPOSE

To provide a structured framework for:

- Operations
- Maintenance
- Safety
- Economic activation

SECTION 2: PILOT PROGRAM

1. The Social District shall operate as a two-year pilot program from the date of activation.
2. During the pilot period:

Policies may be adjusted administratively

Data shall be collected on usage, safety, and economic impact

3. A formal report shall be presented to Council prior to continuation.

SECTION 3: DOWNTOWN DEVELOPMENT AUTHORITY ROLE

The Downtown Development Authority (DDA) is designated as the primary partner for activation and branding. Responsibilities include:

- Coordinating events and programming
- Managing branding (cups, stickers, signage, identity)
- Supporting participating businesses
- Assisting with marketing and promotion
- Providing supporting assets such as waste containers, signs, etc.

SECTION 4: COST RECOVERY

To ensure sustainability, the City may implement, by resolution:

1. **Participation Fee**

Annual fee for participating licensees: \$0

2. **Per-Drink Fee**

Fee of \$0 per container sold

3. Sponsorships

Naming rights, signage, or event sponsorships

4. Revenue (if any) shall support:

Cleaning

Security

Marketing

Infrastructure

SECTION 5: EVENT INTEGRATION

1. The Social District may expand or adapt, by council resolution for:

Festivals

Concerts

Holland Square programming

Other special events

2. The City Manager may:

Restrict boundaries temporarily

Restrict hours temporarily

Approve and administer special event overlays

SECTION 6: OPERATIONS

- Alcohol is permitted only in approved containers

Must display participant logo or identification

Must display commons logo or identification

May not exceed 16 fluid ounces

- Consumption is limited to Commons Area
- No glass containers are permitted

SECTION 7: CLEANING AND MAINTENANCE

- Daily cleaning during active periods, as needed
- Strategic placement of waste and/or recycling containers
- Shared responsibility between City, DDA, and businesses

SECTION 8: SECURITY AND ENFORCEMENT

- Coordinated with local law enforcement
- Zero tolerance for:
 - Disorderly conduct
 - Public intoxication
 - Authority to suspend operations if needed

SECTION 9: SIGNAGE AND BRANDING

- Clear boundary signage and/or pavement markings and maps
- Rules posted publicly and at participant public exits
- Consistent Social District branding between signs, rules, cups, etc.

SECTION 10: ADMINISTRATION

The City Manager or designee shall:

- Oversee implementation
- Approve participating businesses
- Adjust operations as needed

SECTION 11: PERFORMANCE METRICS

The City shall track:

- Business participation
- Public safety incidents
- Asset costs
- Community feedback

SECTION 12: REVIEW

At the conclusion of the pilot program:

- Council shall evaluate continuation, expansion, or modification

SECTION 13: EFFECTIVE DATE

This Resolution shall take effect immediately upon adoption

Discussion Ensued.

YES: Henry, Melen, Hicks, Krueger, Knickerbocker.
NO: Spillane, Gilbert. Motion Declared Carried.

**RESOLUTION TO APPROVE THE SUPPORT FOR THE METRO POLICE
AUTHORITY OF GENESEE COUNTY BODY-WORN CAMERA GRANT
APPLICATION**

Resolution No.260914-07

(Carried)

Motion by Councilmember Spillane
Second by Councilmember Knickerbocker

WHEREAS, the Metro Police Authority of Genesee County provides law enforcement services to the City of Swartz Creek and Mundy Township; and

WHEREAS, body-worn cameras are an important law enforcement tool that can enhance the documentation of public encounters, improve the collection and preservation of evidence, support criminal investigations and prosecutions, enhance officer safety, and assist in the fair and accurate review of complaints and incidents; and

WHEREAS, the United States Department of Justice, Bureau of Justice Assistance has made funding available through the FY 2026 Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies, which provides assistance to publicly funded law enforcement agencies for the purchase or lease of body-worn cameras and development and implementation of comprehensive body-worn camera programs;

WHEREAS, the Metro Police Authority of Genesee County intends to submit an application under this program to obtain funding for body-worn camera equipment and related program implementation; and

WHEREAS, the City Council recognizes that investment in body-worn camera technology supports effective policing, officer and public safety, evidentiary documentation, transparency, and accountability; and

WHEREAS, the City of Swartz Creek supports efforts by the Metro Police Authority to obtain outside funding that will enhance law enforcement capabilities and public safety within the communities it serves.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Swartz Creek hereby expresses its support for the Metro Police Authority of Genesee County's application to the United States Department of Justice, Bureau of Justice Assistance, FY 2026 Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies.

BE IT FURTHER RESOLVED, that the City Council supports the Metro Police Authority's efforts to acquire and implement body-worn camera technology in a manner consistent with applicable laws, policies, evidentiary standards, and professional law enforcement practices.

BE IT FURTHER RESOLVED, that the City Clerk is directed to provide a certified copy of this resolution to the Metro Police Authority of Genesee County for inclusion with, or use in support of, its grant application.

Discussion Ensued.

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

NO: None. Motion Declared Carried.

MOTION TO POSTPONE THE APPROVAL OF THE RESOLUTION FOR CONCRETE WORK FOR THE PUBLIC SAFETY BUILDING TO SEPTEMBER 28, 2026, CITY COUNCIL MEETING

Resolution No. 260914-08

Motion by Councilmember Melen

Second by Councilmember Spillane

WHEREAS, the City of Swartz Creek owns, operates, and maintains the Public Safety Building at 8100 Civic Drive, which houses the Swartz Creek Area Fire Department Station #1, the Metro Police Authority Swartz Creek substation, and miscellaneous municipal assets; and

WHEREAS, the city has been incrementally replacing deficient concrete serving this building as funds permit and safety demands; and

WHEREAS, the city finds that concrete access to the employee entrances and the east side parking/entrance are becoming hazardous; and

WHEREAS, the city approved a competitive bid for 4" and 6" concrete unit costs on July 13, 2026; and

WHEREAS, the concrete award winner, BP Surface Solutions LLC, proposes pricing to remove and replace concrete at the Public Safety Building at prices below their awarded price; and

WHEREAS, the city is also considering the scope of masonry repairs to the structure that are evident on the exposed knee-walls; and

WHEREAS, the city approved \$24,000 in Fund 401 Capital Project Fund for a replacement city hall roof that is not likely to be required in the current fiscal year;

NOW, THEREFORE, BE IT RESOLVED, the Swartz Creek City Council accepts the proposed unit costs provided by BP Surface Solutions LLC, as included in the September 14, 2026 city council packet, as a unit cost bid.

BE IT FURTHER RESOLVED, the Swartz Creek City Council directs the Treasurer to amend the current budget, Fund 401, to reflect the inclusion of \$50,000 for Public Safety Building concrete/masonry and the removal of \$24,000 for the City Hall roof.

BE IT FURTHER RESOLVED, the Swartz Creek City Council directs the city manager to create a standard contractor's agreement and execute such agreement on behalf of the city.

Discussion Ensued

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

MEETING OPENED TO THE PUBLIC:

Dennis Novac – Golf cart rules and electric scooter concerns
Dennis Cramer – America 250 Concert was a success.

REMARKS BY COUNCILMEMBERS:

Councilmember Melen: Fireman's Memorial Festival is September 18th-20th in Roscommon.

Councilmember Spillane: Matching lights in the downtown area.

Councilmember Gilbert: Fire hydrant is primed white and ready to be painted yellow.

Councilmember Knickerbocker: Will be absent at next meeting, suggested to put golf cart and e-bike rules in the city newsletter in the spring.

Mayor Pro Tem Hicks: Electric bike and scooter concerns.

Councilmember Krueger: Cellphone enforcement on golf carts and e-bikes.

Mayor Henry: Attended the fallen firefighters memorial.

ADJOURNMENT

Resolution No. 260914-09

(Carried)

Motion by Councilmember Gilbert
Second by Councilmember Melen

I Move the Swartz Creek City Council adjourn the regular meeting at 8:57 p.m.

Unanimous Voice Vote.

Nate Henry, Mayor

Jacquie Forrest, City Clerk

