

CITY OF SWARTZ CREEK
Park and Recreation Advisory Board
Tuesday, May 20, 2025, 5:30 P.M.
Elms Park, Pavilion #4 (Rotary Pavilion by Basketball)
Agenda

1. CALL TO ORDER:
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL: James Barclay, Edmund Bosas, Mark Gonyea, Nate Henry,
Kelli Melen, Walt Melen, David Witter, Sara Witter, Vacant
4. APPROVAL OF AGENDA:
5. APPROVAL OF MINUTES :
6. MEETING OPEN TO PUBLIC:
7. COMMUNICATIONS TO BOARD:
 - A. April 15, 2025 Minutes
 - B. Staff Letter
 - C. Otterburn Updates (pending)
 - D. Park Identification Signs (pending)
 - E.
8. REPORTS:
 - A. DPW Director & City Manager
 - B.
9. BUSINESS:
 - A. Cosmos Ribbon Cutting
 - B. Otterburn Park
 - C. Slip and Slide Event
 - D. Park Identification Signs
 - E.
10. MEETING OPEN TO PUBLIC:
11. BOARD MEMBER COMMENTS:
12. ADJOURNMENT:

CITY OF SWARTZ CREEK
SWARTZ CREEK, MICHIGAN
PARK AND RECREATION ADVISORY BOARD
MINUTES OF REGULAR MEETING
PAUL D. BUECHE MUNICIPAL BUILDING
APRIL 15, 2025

Meeting called to order at 5:30 p.m. by Chairperson Barclay

Members Present: Bosas, Gonyea, G. Hicks, Henry, S. Witter, Melen, D. Witter, Barclay.

Members Absent: Vacant.

Staff Present: Rob Bincsik & Adam Zettel.

Others Present: Henry Sr, members of the local pickle ball group, Doug Schultz (Rowe PSC).

APPROVAL OF AGENDA: Motion by Bosas to approve the agenda for April 15, 2025, support by Melen.

Unanimous Voice Vote.
Motion Declared Carried.

APPROVAL OF MINUTES: Motion by Gonyea to approve minutes of March 18, 2025, support by Bosas.

Unanimous Voice Vote.
Motion Declared Carried.

MEETING OPEN TO THE PUBLIC: None.

COMMUNICATIONS TO THE BOARD:

- A. March 18, 2025 Minutes
- B. Staff Letter
- C. Park Plan Excerpts
- D. Otterburn Update (plans distributed at meeting)
- E. Genesee County Patrol Letter
- F. Trailhead and Wayfinding Sign Copies

REPORTS:

- A. DPW Director Mr. Bincsik and Mr. Zettel gave updates.

BUSINESS:

- A. 2025 Priorities: The pickleball group spoke to the need of a set of nets for Elms Park. Nets and poles should cost about \$2,000 for all four courts and would need to be installed. A sign with rules would be desired as well. Discussion ensued.

Mr. Barclay moved to recommend budgeting of \$4,000 in the Elms Park budget to support purchase and installed of four nets and a rules sign, supported by Mr. Gonyea.

Yes: Henry, Gonyea, Barclay, Bosas, Hicks, Melen, D. Witter, S. Henry.

No: None.

Motion Declared Carried.

Mr. Zettel indicated that the identification sign for Abrams Park is rotting. It is time to maintain it or to replace it using the new sign designs. This would cost about \$4,000. The park board discussed the matter.

Chairman Barclay wished to proceed to discussion of Otterburn priorities since Mr. Schultz was present from Rowe.

- B. Otterburn Park: Doug described the park design, including costs. After deliberation, general comments included a desire to diversify the tree plantings, to convert the proposed sidewalk from concrete to aggregate, to proceed with the separate pavilion and bathroom as noted, to remove the bike station shelter, and to proceed with the plans in the hope that drainage is not required. Doug will return with revisions.

Conversation returned to Park Priorities.

Patrol by the Genesee County Park Rangers was discussed. After deliberation, the board felt they wisied to proceed.

Mr. Barclay moved to recommend engaging with the Genesee County Park Rangers to patrol Elms Park Saturdays and Sundays during the summer, supported by Mr. Gonyea.

Yes: Henry, Gonyea, Barclay, Bosas, Hicks, Melen, D. Witter, S. Henry.

No: None.

Motion Declared Carried.

Discussion of Abrams sign recommenced.

Mr. Gonyea moved to recommend budgeting of a new sign that meets the current sign concept plan for Abrams Park, supported by Mr. Barclay.

Yes: Henry, Gonyea, Barclay, Bosas, Hicks, Melen, D. Witter, S. Henry.
No: None.
Motion Declared Carried.

Mr. Barclay noted that the board was without a secretary.

Mr. Melen nominated Mr. Gonyea to serve as secretary for the current term, supported by Mr. Barclay.

Yes: Henry, Gonyea, Barclay, Bosas, Hicks, Melen, D. Witter, S. Henry.
No: None.
Motion Declared Carried.

MEETING OPEN TO PUBLIC: None.

BOARD MEMBER COMMENTS:

Board Member Henry noted that Grand Blanc Township was applying for a grant to enclose pickleball courts in glass, which he jokingly noted would be the next request by the local clubs.

Board Member Barclay felt it was a productive meeting.

ADJOURNMENT: Meeting adjourned at 7:00 p.m.

NEXT MEETING: May 20, 2025, 5:30 p.m.

Mark Gonyea, Secretary



Adam Zettel, AICP

City Manager

azettel@cityofswartzcreek.org

Date: May 14, 2025

To: Park Commissioners
From: Adam Zettel, AICP
RE: May 20, 2025 Park Board Meeting

Hello everyone,

We will be meeting at 5:30 p.m. on Tuesday, April 15, 2025. The meeting will at Elms Park, pavilion #4, which is the Rotary Pavilion by the basketball courts! Because we are onsite, the meeting will NOT be available to the general public via Zoom.

It is always good to be able to meet in one of the parks during the summer. This time is special as well because we have the Cosmos in the Creek ribbon cutting at 5:30! Greg is working with our council and other dignitaries to kick this off at the beginning of our meeting.

I have had some updates regarding Otterburn Park and expect to have something for the commission to review at our meeting. I can tell everyone that we appear to be able to avoid costly drainage improvements, which were a burden in the last cost estimate. It also appears that we have a new and very agreeable path/route planned in conjunction with the disc golf users. So, we are getting close and should be able to move even closer to a final plan soon.

The slip and slide event fundraiser is tentatively scheduled for Saturday, July 26th. Shattered Chains is still able and willing to take center stage on this. We will discuss needs at the meeting.

Lastly, I may have renditions of the proposed park identification/entry signs for our three primary parks. These follow the city-wide concept produced last year. We know that we need one for Otterburn (because there is not one yet). There are also plants to update and replace the wood sign at Abrams due to its condition. We can also have a conversation about replacing the sign at Elms. I like the design and materials, but they are expensive (nearly \$11,500 a piece, which is the going rate for such signs anymore).

Concerning seasonal work, for Abrams, we have a planned \$20,000 fall forestry investment lined up (supported by a \$10,000). We are still working with the historical society on some interpretive signs for that location, and the Friends of Abrams Park is working on Phase I of the Butterfly Garden. We are also budgeting a replacement sign.

8083 Civic Drive

Swartz Creek Michigan 48473

Phone: (810)-635-4464

Fax: (810)-635-2887

www.cityofswartzcreek.org

ftp://cityofswartzcreek.org

May 20, 2025
Park Board

We are going to add the bike racks in both parks. We are also keeping a focus on extending internal walking loops for Elms and Abrams Parks.

Contact me with additional future agenda items, questions, or comments.

Sincerely,

A handwritten signature in blue ink that reads "Adam Zettel". The signature is fluid and cursive, with the first name "Adam" and last name "Zettel" clearly distinguishable.

Adam H. Zettel, AICP
City Manager
City of Swartz Creek
azettel@cityofswartzcreek.org