

**CITY OF SWARTZ CREEK**  
**Park and Recreation Advisory Board**  
**Tuesday, October 21, 2025, 5:30 P.M.**  
**Abrams Park (Pavilion near ballfield)**  
**Agenda**

1. CALL TO ORDER:
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL: James Barclay, Edmund Bosas, Dennis Cramer, Mark Gonyea,  
Nate Henry, Kelli Melen, Walt Melen, David Witter, Sara Witter
4. APPROVAL OF AGENDA:
5. APPROVAL OF MINUTES :
6. MEETING OPEN TO PUBLIC:
7. COMMUNICATIONS TO BOARD:
  - A. August 19, 2025 Minutes
  - B. Staff Letter
  - C. Reservation Form (With fees and rules)
  - D. 2025 Park Ranger Reports
8. REPORTS:
  - A. DPW Director & City Manager
9. BUSINESS:
  - A. Abrams Park New Sign
  - B. Food Trucks
  - C. Otterburn Trees
  - D. Park Ranger Service
  - E. Rules, Regulations, and Fees
  - F. Flock Camera
  - G. Elms Playscape
  - H. Abrams Creek Bank
  - I.
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  
AUGUST 19, 2025

Meeting called to order at 5:31 p.m. by Chairperson Barclay

Members Present: Barclay, Bosas, Cramer, Gonyea, Henry, S. Witter, W. Melen, D. Witter.

Members Absent: K. Melen.

Staff Present: Rob Bincsik and Adam Zettel.

Others Present: Lania Rocha & Jenni Wolgast

APPROVAL OF AGENDA: Motion by Cramer to approve the agenda for August 19, 2025, support by Gonyea.

Unanimous Voice Vote.  
Motion Declared Carried.

APPROVAL OF MINUTES: Motion by W. Melen to approve minutes of June 17, 2025, support by Bosas.

Unanimous Voice Vote.  
Motion Declared Carried.

MEETING OPEN TO THE PUBLIC: Jenni Wolgast asked the park board for their thoughts on the potential to have a cycle cross event at Otterburn Park on September 21<sup>st</sup>, in the same fashion that one was held in 2023. The event would need limited amplification of sound for announcements. The Greater Flint Athletic Club would provide for porta johns and insurance. The grass is already mowed. Everything else is in place.

Motion by Henry to recommend approval of the September 21, 2025 cycle cross event at Otterburn Park, as described, with limited amplification permitted, support by Cramer.

Unanimous Voice Vote.  
Motion Declared Carried.

COMMUNICATIONS TO THE BOARD:

- A. June 17, 2025 Minutes
- B. Staff Letter

- C. Abrams Park Bid Specifications
- D. Otterburn Update (distributed at meeting)

REPORTS:

- A. DPW Director Mr. Bincsik and Mr. Zettel gave updates. Abrams and Veterans Parks need backflow preventors for the irrigation. Benches, nets, and posts for pickleball are forthcoming. Art in the Park is this weekend. Drinking fountain at Elms could use less pressure.

BUSINESS:

- A. Otterburn Park and Abrams Park Grants: Adam indicated that Otterburn was on schedule for 2026 build out. Abrams Park bid is attached and was discussed. There were no recommendations for changes.
- B. Slip and Slide: Mr. Henry indicated that the event went well. The tarp on the north side is preferred, perhaps further to the west in the future.
- C. Park Mowing: Issues with mowing, specifically with the damage to the tot lot fence at Abrams, were discussed. It was found that the contractor is taking responsible action for the time being.
- D. Park Rangers: The activities in 2025 were discussed. It is not believed that the park rangers do anything more than park in the very back of the park. There is not any discernible impact on enforcement or public relations. Adam will attempt to get the patrols to relocate and engage residents. Additional debriefing will be needed.

MEETING OPEN TO PUBLIC:

Jenni Wolgast described some issues with the trail by Otterburn Park and GM relating to overgrowth.

BOARD MEMBER COMMENTS:

Board Member Cramer spoke about the potential for increased parking near the Pajtas Amphitheater.

Board Member Henry noted that the Genesee County Board of Commissioners may look at how park monies are distributed around the county.

Board Member Dave Witter described a recent reservation at Elms Park over the weekend. He believes it is a good park, but the bathrooms could use more capacity.

ADJOURNMENT: Meeting adjourned at 6:18 p.m.

NEXT MEETING: September 16, 2025, 5:30 p.m.

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Mark Gonyea, Secretary



*Adam Zettel, AICP*

*City Manager*

[azettel@cityofswartzcreek.org](mailto:azettel@cityofswartzcreek.org)

Date: October 14, 2025

**To: Park Commissioners**  
**From: Adam Zettel, AICP**  
**RE: October 21, 2025 Park Board Meeting**

Hello everyone,

**We will be meeting at 5:30 p.m. on Tuesday, October 21, 2025. The location will be the ballfield pavilion in ABRAMS PARK.** We are meeting onsite to discuss the new sign and the potential for clearing some of the creek bank. Because we are meeting in the park, the meeting will NOT be available to the general public via Zoom.

We have the busiest agenda I have ever seen, but some of the items may not take much time at all to cover. The reason for the sudden onset of items to discuss is largely due to the ending of the 2025 park season. Because of this, we will have our standard review of rules, regulations, and fees. These are included and there are no findings or recommendations from staff on this matter.

In addition, we are set to debrief the Genesee County Park Ranger service and the effectiveness of the Flock Camera at Elms Park. After one year along with the Flock Camera, Metro PD indicates that there have been no hits from this device, and it is not clear if it is somehow operating as a deterrent. Likewise, after a season of park ranger weekend services, there have been zero citations or documented interactions. Given the data, we recommend moving the camera to busy city gateway (Dye and Miller). We also believe we can eliminate the park ranger service and place those resources elsewhere.

We have a couple issues to discuss involving Elms Park. Specifically, we are seeing more food trucks at that park than we have in years past. Most of these are tied to the youth sports activity. Most of the trucks are permitted, but it appears some may not be. Some discussion can shed light on how we wish to see this occur in the future.

In addition, the playscape's age is becoming more noticeable. While we continue to monitor the area, stain and/or replace timbers, the facility is still showing signs of fatigue. The playscape is about 35 years old. While we can replace woodchips, stain timbers, replace swings, and generally rely on composite components, there are a number of

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October 18, 2025  
Park Board

features that are tough to update or replace. It may be that we can continue on indefinitely with a focus on inspections and updates. However, we should consider our options. It is not possible for it to last forever, but we know that a replacement would cost over \$500,000.

We have some Abrams Park specific items to consider. The first is the new sign, which is the model for all future park signs. We would like to know what folks think. Secondly, we may be able to get a forestry head for about a week, which could be used to clear back some of the creek bank. We are interested to know if park board supports this, and if so, which areas.

Lastly, we will have our updates on Otterburn Park. The design is still pending final approval by other entities prior to bidding. One area for consideration that has not been discussed for Otterburn is the existing trees. There are many (100s or 1,000s) of cottonwood trees on the grounds in various states of early maturity. The females drop cotton seeds. The males do not. The question that has been posed is whether or not the city should or can attempt to cull the female cotton woods so that we do not have the same issue in Otterburn that we do at Abrams.

That is all for now. Contact me with additional future agenda items, questions, or comments.

Sincerely,



Adam H. Zettel, AICP  
City Manager  
City of Swartz Creek

[azettel@cityofswartzcreek.org](mailto:azettel@cityofswartzcreek.org)

Phone: (810) 635-4464

City of Swartz Creek  
Proof of Pavilion Reservation

Fax: (810) 635-2887

**Non-Reservable:** Playscapes, Restrooms, Play Equipment, Tennis Courts, Volleyball Courts and Basketball Courts. Ball fields may be requested during the week by submitting a schedule to the City Offices, including dates, times, field location and group requesting the reservation; all of which will be reviewed and scheduled administratively.

**All monies, including a \$200 refundable security deposit, must be paid at time of reservation.** Only Cash payments will be accepted for a rental date of five (5) days or less. Any cancellations must be made two (2) weeks prior to event date.  
**All cancellations are subject to a \$20.00 Cancellation Fee. ABSOLUTELY NO REFUNDS DUE TO WEATHER.**

**Park Fees Apply on Fridays, Saturdays, Sundays and Holidays. Fees Charged May through October.**

**Elms Park- 4125 Elms Rd**

- ☐ #1 \$80.00 (\$225.00 non-resident)  
60 People Maximum Electricity
- ☐ #2 \$100.00 (275.00 non-resident)  
75 People Maximum Electricity
- ☐ #3 \$50.00 (\$165.00 non-resident)  
25 People Maximum
- ☐ #4 \$80.00 (\$225.00 non-resident)  
60 People Maximum Electricity
- ☐ Ball Field
- ☐ Soccer Field

**Abrams Park- 5225 Winshall Dr.**

- ☐ #1 \$50.00 (\$165.00 non-resident)  
50 People Maximum Electricity
- ☐ #2 \$50.00 (\$165.00 non-resident)  
60 People Maximum
- ☐ #3 \$40.00 (\$135.00 non-resident)  
35 People Maximum Electricity
- ☐ #4 \$40.00 (\$135.00 non-resident)  
25 People Maximum Electricity
- ☐ Ball Field

**Date of Reservation** \_\_\_\_\_

Name of Responsible Party \_\_\_\_\_

Address \_\_\_\_\_ Phone: \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Number of Guests \_\_\_\_\_ Nature of Activity \_\_\_\_\_

Responsible Party Signature \_\_\_\_\_

E-Mail Address \_\_\_\_\_

**Deposits can be expected to be returned within 30 days of reservation date. It is suggested that photos are taken before and after the use of the pavilion. Not doing so could result in loss of your deposit.**

CASH



CHECK#



Receipt #

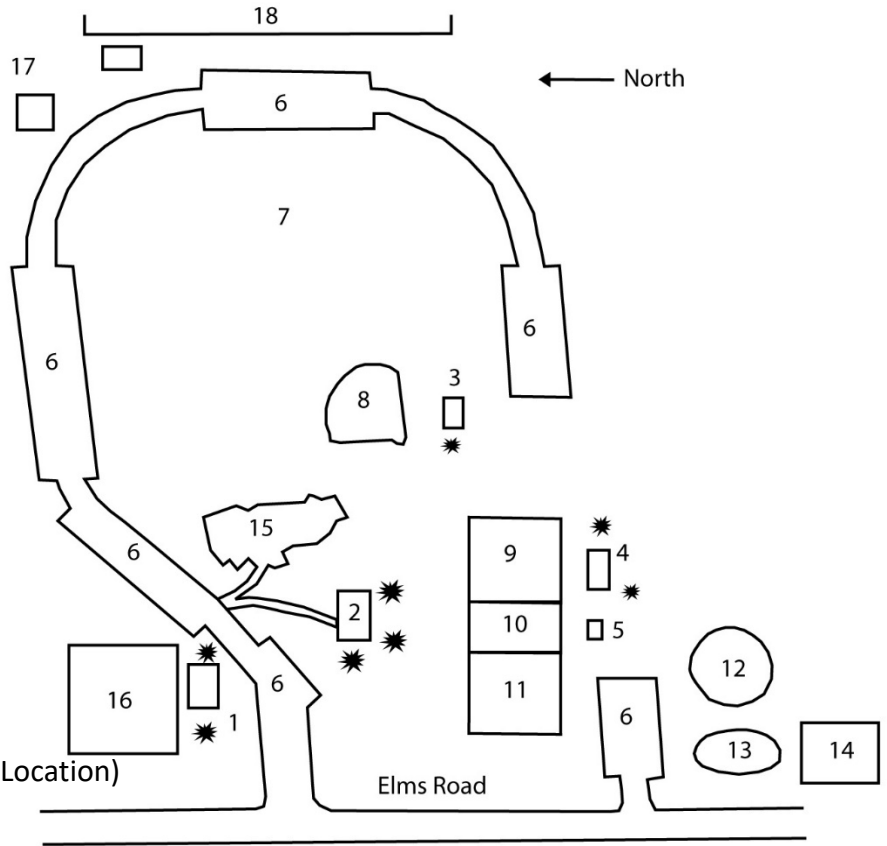
**Area restrooms are attended to during the early morning hours in the summertime. Due to high park volume and vandalism, you are strongly encouraged to bring your own paper products and soap or sanitizer for restroom use.**

**IF THERE ARE PROBLEMS AT THE PARK CONTACT 911.**

**City Official** \_\_\_\_\_ **Date** \_\_\_\_\_

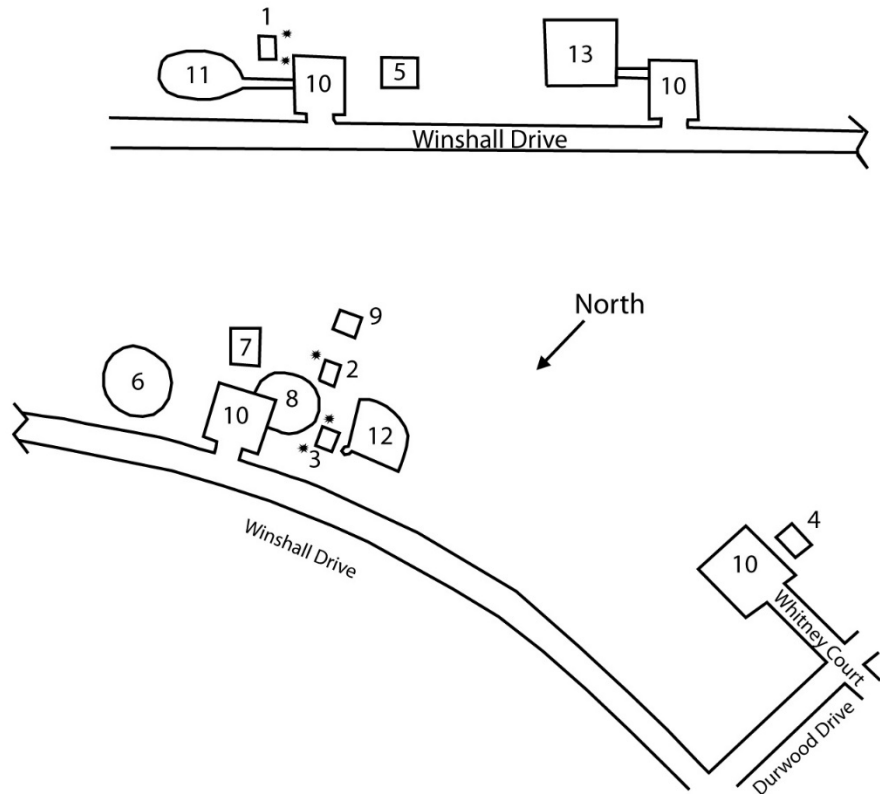
# Elms Park

1. Pavilion #1 (60 people)
2. Pavilion #2 (75 people)  
Restrooms attached; not reservable
3. Pavilion #3 (25 people)
4. Pavilion #4 (60 people)
5. Pavilion #5 (cannot be reserved)
6. Parking
7. Soccer Field
8. Ball Field
9. Basketball Courts
10. Pickleball
11. Tennis Courts
12. Sledding Hill
13. Skating Area (Mobile Toilet Location)
14. Dog Park
15. Dragon Area Playscape
16. Playground Area
17. Volleyball with net
18. Football/Soccer (Seasonal Mobile Toilet Location)
- ☼ Grill



# Abrams Park

1. Pavilion #1 (50 people)
2. Pavilion #2 (60 people)
3. Pavilion #3 (35 people)
4. Pavilion #4 (25 people)
5. Book Nook
6. Sledding Hill
7. Pickleball
8. Playground
9. Rest Rooms
10. Parking
11. Playground
12. Ball Diamond
13. Basketball Courts
- ☼ Grill





**CITY OF SWARTZ CREEK**  
**PARK RULES AND REGULATIONS**

**AUTHORITY.** These rules are approved by the city council and enforceable pursuant to the provisions of Section 11 of the Code of Ordinances of the City of Swartz Creek, Michigan.

**ORDINANCE NO. 453**

Any person in violation of the park rules and regulations adopted by the city council, shall be deemed guilty of a misdemeanor and upon conviction thereof, shall be punished by a fine of \$100 for the first offense, \$250 for the second offense, and \$500.00 for additional offenses or by imprisonment for not more than 90 days or by both fines and imprisonment at the discretion of the court.

**APPLICABILITY.** These rules apply to City of Swartz Creek parks, play fields, and other recreational public grounds, hereafter called parks.

1. **HOURS.** City parks shall be open to the public, daily, between the hours of 8:00 a.m. to dusk and, excepting as provided in this article, it shall be unlawful to occupy or be present in any public park during such hours when it is not open to the public. Seasonal park provisions, including water, bathroom facilities, and waste collection will be offered May through October or as directed by the city manager.

Exceptions to use of or presence in park after hours.

- 1) It shall not be unlawful for city employees, while on city business, to remain in or on public parks during such times as the park shall be closed to the public.
  - 2) It shall not be unlawful for persons other than city employees to be on or in park property after hours, provided that they have the prior approval and written permission of the city manager and that such approval shall not be granted except in pursuance of and when related to city business.
  - 3) Non-motorized paths and sidewalks, within and outside of the right of way, may be used twenty four hours a day, 365 days a year for permitted non-motorized transportation and recreation.
2. **CREEK ACCESS AND FLOOD STAGE WATER.** Creek access is permitted in Abrams Park at the risk of the user. Swimming and the use of any boat, canoe, or other floatation device within a city park during a flood event is prohibited except by emergency personnel.
  3. **SMOKING.** Smoking, including (tobacco, cannabis, e-cig, or e-cigarettes), personal vaporizers (PV) or electronic nicotine delivery systems (ENDS), is prohibited in all city parks.
  4. **PROHIBITED USES AND ACTS.** No person in any park owned or operated by the city shall:
    - 1) *Drunkenness, alcoholic liquors.* No person shall enter, be in or remain on park property while under the influence of intoxicants or under the influence of unlawful drugs or controlled substances. It shall be unlawful to bring into or use alcohol or drugs of any kind upon park property.
    - 2) *Injuring, removing property.* Willfully mark, deface, disfigure, cut, injure, tamper with, break, displace, or remove any buildings, cables, benches, tables, fireplaces, grills, light poles, fountains, tennis nets, trees, playground equipment, public utilities or parts of appurtenances thereof, signs, notices or placards, whether temporary or permanent, monuments, flag poles, stakes, posts, fences or other boundary markers, or other structures or equipment, facilities or park property or appurtenances whatsoever, either real or personal.
    - 3) *Kindling fires.* No person shall kindle or build or cause to be kindled or built a fire in any park except in designated places. In those areas where fires are permissible, such fires must be contained in a receptacle designed for the purpose of holding a fire and must be attended at all times. No person shall set fire to trash, garbage or the contents of trash receptacles at any time.
    - 4) *Pets, animals.* No person shall bring in, cause, or allow any dog, cat or other pets or animals which he owns or has permission to control to be brought within the confines of any park unless such animal be attached to a leash not to exceed eight feet in length; such leash is to be of sufficient strength to hold such animal in constant check. Disposal of animal waste is required. See Dog Park Regulations.
    - 5) *Hindering employees.* No person shall interfere with or in any manner hinder any employee of the city while engaged in constructing, maintaining, repairing or caring for any park property.
    - 6) *Restricted sections of park.* No person shall enter upon any area of the park system where persons are prohibited from going, as indicated by signs, notices or where secured by fences and gates.
    - 7) *Firearms, bow and arrows, fireworks and devices.* No person shall discharge a firearm or firework of any description while in or on park property, provided that such prohibition shall not apply to any peace officer while in the exercise of his official duties. No person shall shoot any arrow, bolt, or other projectile by the use of a

bow, crossbow, or projectile launching device excepting in such areas as shall be specifically designated as areas for the use of the same.

- 8) *Peace, disorderly conduct.* No person shall make or excite any disturbance or contention on any public grounds or park. (No person shall use any indecent or obscene language).
  - 9) *Drinking fountains.* No person shall throw, discharge or otherwise place in the waters or any fountain, wash basin or toilets any substance, liquid or solid, which may result in water pollution or create a health hazard to the public.
  - 10) *Sleeping in parks.* No person shall sleep, whether in a vehicle, trailer, tent, hammock or other manner, on park property during the hours the park is closed, excepting in such areas as shall be specifically designated for such use. Furthermore, such use in such areas shall require the written approval and authorization of the city manager, and such approval and authorization shall clearly designate the time period within which such use may be made.
  - 11) *Dumping articles in parks.* No person shall deposit any rubbish, garbage or refuse matter, break glass or bottles in or upon any part of the park system other than such refuse accumulated from organized and acceptable activities within the park, and such refuse must be deposited in receptacles provided for that purpose. No hazardous materials are permitted to be in the park.
  - 12) *Posted signs, rules and regulations.* No person shall willfully disregard posted signs which regulate the days, hours for various activities, or any other signs installed, posted or attached for control, maintenance, safety or any other purpose within the park system.
  - 13) *Public meetings, parades.* No person, organization, club or group shall hold or participate in any parade, drill, exhibition, political meeting, religious meeting, concert, lecture or public entertainment of any kind within the park system without the express consent and written approval of the city manager.
  - 14) *Advertisements.* No person shall post, stencil or otherwise affix any placard, advertisement or notice of any kind upon or to any park property without prior written approval.
  - 15) *Offering articles for sale.* No person shall carry on any trade or business or sell or display any goods, wares or merchandise in the park system without permission from the city manager.
  - 16) *Inflatable play equipment.* Inflatable play equipment is prohibited.
  - 17) *Non-Motorized Paths.* No person shall obstruct, occupy, or otherwise use the non-motorized paths in a way that prohibits or unreasonably hinders use of the paths by others.
  - 18) *The use of nails, staples, or other permanent fasteners on park structures, equipment or tables is prohibited.*
  - 19) *The use of non-biodegradable confetti, streamers, water balloons, and similar party favors or debris is prohibited.*
  - 20) *Sound amplification systems:* The use of any amplified sound system or speaker, including DJ's, for the purpose of projecting music and related audio/visual entertainment is prohibited.
  - 21) *Animal attractions:* Petting zoos and other animal attractions are prohibited, unless part of an authorized public educational event.
5. **PARK POLICE AND EMPLOYEES.** No person shall resist any police officer or city employee exercising his duty within the park area, or fail or refuse to obey any lawful command of any such police officer or park employee, or in any way interfere with, hinder or prevent any such police officer or park employee from discharging his duty, or in any manner assist or give aid to any person in custody to escape or to attempt to escape from custody, or to rescue or attempt to rescue any person when in such custody.
6. **MOTOR VEHICLES.** The operation of motor vehicles in any park is prohibited, except in that area laid out and appropriated as driving lanes, parking area, or for motor vehicles by the city. No motor vehicle shall be driven or operated on a driving lane at a speed greater than ten miles per hour.
- 1) No person shall stop, stand or park a motor vehicle except in such areas as may be laid out and designated as a parking area by the city.
  - 2) No person shall operate a motor vehicle on any lane or service drive, whether posted or not, which is laid out as a means of access for maintenance employees to the various sections of the park system.
  - 3) No person shall park or store any motor vehicle during the hours the park is closed in any park, parking area or driving lane owned or operated by the city. Members of the police department are hereby authorized to remove any vehicles so parked or stored.
  - 4) It shall be unlawful for any person, whether a pedestrian or operating a motor vehicle of any type, to fail to obey any such applicable traffic control sign, signal, lane marking or other device, whether permanent or temporary, unless otherwise directed by a police officer or city personnel conducting city business.
7. **FEES.** Fees for pavilion and other facility rentals shall be set by resolution of the city council. 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. Monies must be paid at the time of reservation. Cancellations must be made two (2) weeks or more prior to event date and all cancellations are subject to a \$20 fee.

Deposits, in an amount set by resolution of the city council, shall also be collected for pavilion rentals. Said deposit shall be forfeited for damage to park facilities, failure to properly clean facilities, or violations of park rules that are found in connection to the rental.

8. **PAVILION RESERVATIONS.** Picnic pavilions shall be available to persons 18 years of age and older on a first-come, first-served basis. Reservations will be taken beginning on the first business day of each calendar year for city residents and the first business day of March for resident and non-resident applications. Fees and exclusive reservations are for weekends (Friday, Saturday, & Sunday) and holidays only.
9. **LIMITED USE FACILITY RESERVATIONS.** Any club, school, association, organization or recognized group desiring the use of specific areas of any park, such as picnic areas, athletic fields or ice rinks, shall file an application with the city manager and shall not use the park or area until the permit is granted.
  - 1) All permits shall require the permittee to clean up the park area after activity has terminated. All applications for permits must give the name, address and phone number of the permittee or the person responsible for the necessary policing thereof.
  - 2) All persons shall honor any special permits issued by the city, for certain areas, days and times, to clubs, organizations, teams or any other groups, including, but not limited to, picnic grounds, ball fields, skating rinks, stadiums, provided that such permit is on official forms when presented.
  - 3) Reservations will be given on a first come, first served basis beginning the first business day of each calendar year. Priority in the use of ball fields, soccer fields and similar athletic facilities in city parks shall be given to organizations scheduling regular games or matches. The city manager shall have the authority to designate organizations to provide for scheduling and oversight of use of athletic fields. Such organizations shall schedule use of the fields in a way that accommodates use by all interested organizations to the greatest extent feasible and to provide for compliance by these rules and regulations by all organizations using the athletic facilities.
  - 4) The city manager shall have the authority to restrict use of athletic fields to avoid excessive wear and tear on facilities.
  - 5) Organizations using athletic fields for scheduled games, matches and practices shall be responsible for removing litter from the areas used for their activities. In addition, organizations shall be responsible for removing and storing any equipment used in their activities. Installation of bleachers or similar facilities must be authorized by the city manager or his/her designee.
  - 6) The city will provide refuse disposal and the maintenance of athletic fields in coordination with the needs and schedules of organizations using the fields. Organizations using athletic fields that undertake specific activities uniquely required for their particular use of the fields such as the installation of bases or nets, the painting of lines on fields, etc. require prior approval.
  - 7) Playscapes, restrooms, play equipment are not available for reservation.
10. **EXPANDED PARK USE AND RESERVATIONS.** Swartz Creek-based organizations (defined as non-profit organizations or institutions with a principle office or auxiliary presence within the Swartz Creek school district) may be permitted the use of designated areas of city parks, including control during hours the parks are closed to the public, subject to the following conditions:
  - 1) Use must be pre-approved by the city council.
  - 2) The organizations' use of the park area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent park areas by others.
  - 3) The organizations shall hold the city harmless from liability for incidents arising out of the organizations' use of the park area and shall provide evidence of insurance coverage.
  - 4) The city reserves the right to direct where organizations' structures are installed and activities conducted to minimize damage to park property and facilities and to limit interference with the use of adjacent areas of the park.
  - 5) Fees shall equal the cost of all pavilion rentals for the park in use on a daily basis. Additional fees may be charged for services requested of the city and negotiated in advance, including use of barricades, additional utilities, port-a-johns, etc.
  - 6) In no case will use result in a charge for or prohibition on general access to the park by the public, by vehicle or other means.
  - 7) Reservations for this category can be granted by the city council beginning December 1 of the previous calendar year.
- 11) **VENDING.** Vending, including food trucks, is permitted on a limited basis after application to the city manager and under the administrative rules that may be set by the city, including a background check and administrative fee.

12) **DOG PARK REGULATIONS.** Within the designated dog park area in Elms Park, dogs are permitted under the following regulations. Elsewhere in the city, the city code applies.

- 1) All dogs must be leashed when not in the designated and enclosed dog park facility, including the adjacent parking lot.
- 2) Any person bringing a dog or dogs to the dog exercise area must have one leash per dog.
- 3) There shall be no more than three dogs per person allowed in the dog exercise area. Any person bringing a dog or dogs to the dog exercise area must have at least one dog feces waste bag per dog in his or her possession and must remove any feces deposited by the dog(s) in their care.
- 4) Persons under sixteen years of age visiting the dog exercise area must be accompanied and supervised by a parent or guardian or other responsible adult with permission of the parent or guardian.
- 5) Each dog shall always be under visual and voice control of the owner or other responsible person at least 16 years of age.
- 6) All dogs must have current vaccinations and licenses and shall wear a collar.
- 7) Aggressive dogs, as defined below, are not permitted in or around the dog exercise area, including but not limited to, the parking lot. Owners or other responsible persons will be held legally responsible for any injury caused by a dog that they bring in or around the dog exercise area.  
An aggressive dog means:
  - i. A dog that bites a person. However, a dog shall not be considered aggressive if the dog bites a person wrongfully assaulting the dog or the dog's owner, or if the dog bites a person after being provoked by that person.
  - ii. A dog that injures or kills another domestic animal without provocation.
- 8) Female dogs in heat are not permitted in or around the dog exercise area including, but not limited to, the parking lot.
- 9) Dog owners or other responsible persons shall provide dogs with drinking water while visiting the dog exercise area when weather conditions require.
- 10) Dog owners or other responsible persons shall not keep dogs enclosed in a vehicle during hot weather which may cause injury to the dog.
- 11) Any person having knowledge of a dog having bitten, scratched, or injured a person or other animal within the dog exercise area, including but not limited to the parking lot, shall report the incident to the police department by calling 911.

12) **PUBLIC NOTICE.** The public shall be deemed to have been properly notified of the provisions of these rules and regulations upon their publication in a newspaper of general circulation in the city. Signs may be posted to insure substantial compliance with the provisions of these rules and regulations.

13) **Trails.** Non-motorized trails are public trails that are restricted to pedestrians and non-motorized vehicles, such as bicycles and scooters.

- 1) Stay on marked trails, respect trail conditions, and obey closures.
- 2) Pack out what you bring in and/or utilized waste receptacles.
- 3) Dismount and use the center of wet trails; alert other users before passing; maintain a safe speed (20 mph or lower); right on the right half of the trail, expect to pass; dismount and walk for bottlenecks or near obstructions.
- 4) Use of the trails for motor vehicles of any type is explicitly prohibited except for official city or emergency access.
- 5) Keep pets leashed on trails.
- 6) Walkers have the right of way on non-motorized trails
- 7) Class 1 & Class 2 electric bicycles (pedal activated with a top speed of 20 MPH) can be used on improved surface trails; e-bikes are NOT permitted on sidewalks or aggregate surface paths.

City Council Approval: November 25, 2024

# CITY OF SWARTZ CREEK

## PARK & PAVILION RENTAL AGREEMENT

### The Renter Agrees:

1. To abide by and enforce all rules and policies as described in this Rental Agreement and the City of Swartz Creek Park Rules and Regulations.
2. The pavilions and grounds are under the supervision of the Metro Police, the City, and its employees/representatives, who shall have the authority to restrict the use of the pavilion and grounds when it is deemed such will be detrimental to the operation of the facilities or in violation of the Rental Agreement and the City of Swartz Creek Park Rules and Regulations.
3. The pavilions and grounds shall be subject to inspection at any time.
4. Metro Police, the City, and its employees/representatives reserve the right to halt any function that is deemed to be in violation of the city's ordinances, park rules, or this agreement.
5. That they are 18 years of age or older.
6. To indemnify the City of Swartz Creek and its employees or agents for all liability to persons or property on the premises.
7. To reimburse the City of Swartz Creek for any damages to the premises, buildings, landscaping, and equipment.
8. **To forfeit their deposit for any observed violations to this Rental Agreement and the City of Swartz Creek Park Rules and Regulations.**
9. To accept the premises in its present condition and return it in like or better condition.
10. To vacate & clean the premises prior to park closure (pictures demonstrating rental clean up and restoration are recommended).
11. There shall not be any use of nails, staples, or other fasteners on tables or structures (tape is acceptable).
12. There shall not be use of confetti, streamers, water balloons, and similar party favors that create debris.
13. To clean all tables, remove and dispose of all trash and debris, clean tables, and remove and dispose of all decorations.
14. Not to leave personal property on the premises other than during the rental period.
15. **There will not be any alcohol consumption within the park.**
16. **There will not be any inflatables, petting zoos, amplified sound (including DJ's) within the park.**
17. **All cars are to park in designated areas. At no time are vehicles allowed in grassy areas near pavilions.**
18. To be responsible for cleanup of tables and extinguish all fires in grills. Please do not put coals in garbage.
19. To forfeit payment if cancellation occurs within two weeks prior to rental date, and to pay \$20 for any cancellation. Inclement weather does not negate the cancellation policy stated above.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Genesee County Parks and Recreation Commission  
**RANGER DIVISION**  
5045 Stanley Road, Flint, Michigan 48506  
Telephone Number 810-731-7100



## MEMORANDUM

Date: August 14, 2025

TO: Adam Zettel  
City of Swartz Creek Manager

FROM: Rick Witham  
Chief Ranger

RE: Elms Road Park Detail

Sir,

Since the Genesee County Park Rangers have been patrolling the park, we have averaged about 10 to 20 people inside the park when the Park Rangers have been there.

We have not experienced any issues with the pavilions or anyone not having the proper permits.

Attached are the dates and times a Park Ranger has been inside Elms Road Park.

If you have any questions, please feel to contact me.

Respectfully,

A handwritten signature in black ink, appearing to read "Rick Witham".

Rick Witham  
Chief Ranger

Dates and times inside Elms Road Park:

06-29-2025- Sunday	0940 to 1030
07-05-2025- Saturday	1000 to 1130
07-06-2025- Sunday	1000 to 1130
07-12-2025- Saturday	1000 to 1130
07-13-2025- Sunday	1010 to 1140
07-19-2025- Saturday	1000 to 1130
07-20- 2025- Sunday	1000 to 1130
07-26-2025- Saturday	1000 to 1132
07-27-2025- Sunday	1000 to 1130
08-02-2025- Saturday	0945 to 1130
08-03-2025- Sunday	1004 to 1130
08-09-2025- Saturday	1030 to 1200
08-10-2025- Sunday	1005 to 1135



Genesee County Parks and Recreation Commission  
**RANGER DIVISION**  
5045 Stanley Road, Flint, Michigan 48506  
Telephone Number 810-731-7100



## MEMORANDUM

Date: August 18, 2025

TO: Adam Zettel  
City of Swartz Creek Manager

FROM: Rick Witham  
Chief Ranger

RE: Elms Road Park Detail

Sir,

This weekend we had about 25 people each day inside the park.  
We had no incidents within the park or at any pavilions.

Attached are the dates and times a Park Ranger has been inside  
Elms Road Park.

If you have any questions, please feel to contact me.

Respectfully,

Rick Witham  
Chief Ranger

Dates and times inside Elms Road Park:

08-15-2024- Saturday      1100 to 1300 (1pm)



08-16-2028- Sunday

1107 to 1300 (1pm)



Genesee County Parks and Recreation Commission  
**RANGER DIVISION**  
5045 Stanley Road, Flint, Michigan 48506  
Telephone Number 810-731-7100



## MEMORANDUM

Date: September 3, 2025

TO: Adam Zettel  
City of Swartz Creek Manager

FROM: Rick Witham  
Chief Ranger

RE: Elms Road Park Detail

Sir,

This weekend we had about 75 people each day inside the park.  
We had no incidents within the park or at any pavilions.

Attached are the dates and times a Park Ranger has been inside  
Elms Road Park.

If you have any questions, please feel to contact me.

Respectfully,

A handwritten signature in black ink, appearing to read "Rick Witham".

Rick Witham

Chief Ranger

Dates and times inside Elms Road Park:

August 23, 2025, No Ranger patrol Major Incident in another park.

August 24, 2025, 10:42a to 11:40a

August 30, 2025, 10:16a to 1130a

August 31, 2025, 11"30a to 1:05p



Genesee County Parks and Recreation Commission  
**RANGER DIVISION**  
5045 Stanley Road, Flint, Michigan 48506  
Telephone Number 810-731-7100



## MEMORANDUM

Date: September 18, 2025

TO: Adam Zettel  
City of Swartz Creek Manager

FROM: Rick Witham  
Chief Ranger

RE: Elms Road Park Detail

Sir,

This weekend we had about 20 people each day inside the park.  
We had no incidents within the park or at any pavilions.

Attached are the dates and times a Park Ranger has been inside  
Elms Road Park.

If you have any questions, please feel to contact me.

Respectfully,

Rick Witham  
Chief Ranger

Dates and times inside Elms Road Park:

September 6, 2025, 1100a to 126p

September 7, 2025, 1100a to 100p

September 13, 2025, 1045a to 1225p

September 14, 2025, 1040a to 1205p

We have two weeks left on patrols.



Genesee County Parks and Recreation Commission  
**RANGER DIVISION**  
5045 Stanley Road, Flint, Michigan 48506  
Telephone Number 810-731-7100  
Chief Ranger Rick Witham



## **SWARTZ CREEK PARKS & RECREATION ELMS ROAD PARK REPORT**

Date: September 25, 2025

There were no incidents to report on this weekend of patrol.  
About 45 people were seen at the park.

The following are the date, days and time patrol was in the park:

September 19, 2025, Friday from 10:35am to 11:33am

September 20, 2025, Saturday, no patrol major incident in the county parks.

September 21, 2025, Sunday from 1130am to 1:00pm

Please remember that next weekend will be the last weekend of patrol until next spring.

If you have any questions, please contact our office.

Respectfully

Rick Witham

Chief Ranger



Genesee County Parks and Recreation Commission  
**RANGER DIVISION**  
5045 Stanley Road, Flint, Michigan 48506  
Telephone Number 810-731-7100



## **SWARTZ CREEK PARKS & RECREATION ELMS ROAD PARK REPORT**

Date: September 30, 2025

TO: Adam Zettel  
City of Swartz Creek Manager

FROM: Rick Witham  
Chief Ranger

Sir,

We had no incidents within the park or at any pavilions.

Attached are the dates and times a Park Ranger has been inside Elms Road Park.

September 27, 2025	11:30a to 1:00p
September 28, 2025	11:30 a to 1:00p

If you have any questions, please feel to contact me.

Respectfully,

Rick Witham  
Chief Ranger