



**CITY OF BANGOR**  
**PARKS & RECREATION**  
**ADVISORY BOARD MEETING**  
**December 3, 2024**  
**MINUTES**

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<b>Council Chambers</b>	<b>Regular Meeting</b>	<b>4:30PM</b>
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**257 W MONROE ST**  
**BANGOR, MI 49013**

1. **This meeting was called to order by City Manager Weber at 4:30 pm.**
2. **PLEDGE OF ALLEGIANCE IS LED BY CITY MANAGER WEBER AND RECITED BY ALL PRESENT**
3. **ATTENDANCE/ROLL CALL OF BOARD MEMBERS**

Attendee Name	Title	Status	
		Present	Absent
Renee Doroh	Chairperson	<b>X</b>	
Heléne Rivers, Councilmember	Vice Chairperson/Council	<b>X</b>	
Dawn Wade	Secretary	<b>X</b>	
Jerry Muenzer, Councilmember	Board Member/Council	<b>X</b>	
Scott Millin	Board Member		<b>X</b>
Delores Honeycutt	Board Member	<b>X</b>	
Steve Honeycutt	Board Member	<b>X</b>	
<b>QUORUM MET</b>			

**OTHERS PRESENT**

Justin Weber, City Manager	Ezekiel Drake, Code Enforcement
Shelly Umbanhowar, Clerk	Paul Leonard, Police Officer
Steve Lowder, DPW Director	Tony McGhee, Abonmarche

4. **APPROVAL OF REGULAR AGENDA**

<b>Motion to accept Regular Meeting Agenda as Presented.</b>	
<b>RESULT:</b>	<b>CARRIED (UNANIMOUS)</b>
<b>MOVER:</b>	Steve Honeycutt, Board Member
<b>SECONDER:</b>	Jerry Muenzer, Board Member/Councilmember

5. **APPROVAL OF MEETING MINUTES**

a. **Meeting Minutes**

This was the first meeting of the Parks & Recreation Advisory Board; there are no previous meeting minutes to approve.

6. **UNFINISHED BUSINESS**

a. **None**

This was the first meeting of the Parks & Recreation Advisory Board; there is no unfinished business.

7. NEW BUSINESS

a. Purpose and Authority

City Manager Weber went over the purpose and authority of the Parks & Recreation Advisory Board from the Parks & Recreation Advisory Board Bylaws.

b. Board Member Introductions

City Manager Weber had each Board Member give a brief introductions and the reason why they wanted to serve on the Board. This would help the board decide who would serve as Chairperson, Vice Chairperson and Secretary.

c. Appoint Chairperson

Motion to appoint Renee Doroh as Chairperson	
<b>RESULT:</b>	<b>APPROVED (5 YES, 1 ABSTAIN, 1 ABSENT)</b>
<b>MOVER:</b>	Jerry Muenzer, Board Member/Councilmember
<b>SECONDER:</b>	Steve Honeycutt, Board Member
<b>AYES:</b>	Rivers, S Honeycutt, D Honeycutt, Wade, Muenzer
<b>ABSTAIN:</b>	Doroh
<b>ABSENT:</b>	Millin

d. Appoint Vice Chairperson

Motion to appoint Heléne Rivers as Vice Chairperson	
<b>RESULT:</b>	<b>APPROVED (5 YES, 1 ABSTAIN, 1 ABSENT)</b>
<b>MOVER:</b>	Renee Doroh, Board Member
<b>SECONDER:</b>	Steve Honeycutt, Board Member
<b>AYES:</b>	Doroh, S Honeycutt, D Honeycutt, Wade, Muenzer
<b>ABSTAIN:</b>	Rivers
<b>ABSENT:</b>	Millin

e. Appoint Secretary

Motion to appoint Dawn Wade as Secretary	
<b>RESULT:</b>	<b>APPROVED (5 YES, 1 ABSTAIN, 1 ABSENT)</b>
<b>MOVER:</b>	Jerry Muenzer, Board Member/Councilmember
<b>SECONDER:</b>	Steve Honeycutt, Board Member
<b>AYES:</b>	Rivers, S Honeycutt, D Honeycutt, Doroh, Muenzer
<b>ABSTAIN:</b>	Wade
<b>ABSENT:</b>	Millin

f. Review/Approve Bylaws

There is brief discussion that Bylaws need to be reviewed by Board Members and any edits brought to the next Parks & Recreation Advisory Board meeting 01/07/25. Any changes can be made by presented to City Manager. City Manager will get on the City Council agenda for approval and then back to the Parks & Recreation Advisory Board for final acceptance.

Motion to table this item until the next regular meeting on 01/07/25 @ 4:30 PM.	
<b>RESULT:</b>	<b>CARRIED (UNANIMOUS)</b>
<b>MOVER:</b>	Steve Honeycutt, Board Member
<b>SECONDER:</b>	Renee Doroh, Board Member
<b>ABSENT:</b>	Millin

g. **City Christmas Decorations**

City Manager Weber explains his preference to have the Parks & Recreation Advisory Board involved with the City wide Christmas decorations for 2025 and going forward. They would work closely with DPW to organize and arrange how things should be decorated. There is a brief discussion about a City float for the City wide annual parade, boards with lights that show Christmas stories and the giant Christmas tree that goes up next to Romas in the empty lot.

h. **5 Year Parks & Recreation Plan**

Tony McGhee with Abonmarche presented the board with guidelines for the development of community parks and recreation plans. He also answered questions regarding the current plan. The plan the City currently has is a solid and good plan but it is expired. In order to apply for any DNR grants you must have a current plan. It will take about 6 to 12 months to get the plan updated. He explains different options for getting the survey and other required information updated. The Board will have to decide what option they want, update the plan themselves, SW Michigan Planning Commission or Van Buren County Planning Commission. He recommends they start planning sooner than later because there are timelines on approval in order to apply for grants. He will share additional information via email.

8. **OPPORTUNITY FOR PUBLIC COMMENT**

None.

9. **COUNCILMEMBER COMMENTS**

Board Member comments were heard.

10. **ADJOURNMENT**

**Motion to adjourn at 5:37 PM**

**RESULTS: CARRIED (UNANIMOUS)**

**MOVER:** Jerry Muenzer, Board Member/Councilmember

**SECONDER:** Heléne Rivers, Board Member/Councilmember

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Shelly Umbanhowar, City Clerk

**CERTIFICATION**

I, **Shelly Umbanhowar**, the duly appointed Clerk for the City of Bangor, do hereby certify that this is a true and exact copy of the minutes from the **Regular Meeting held on Tuesday, December 3, 2024**. These minutes were **approved by the Advisory Board on Tuesday, January 7, 2025**, by unanimous vote. The original is on file at the Bangor City Hall, 257 W. Monroe Street, Bangor, Michigan 49013.

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Shelly Umbanhowar, City Clerk