

CITY OF IONIA
CITY COUNCIL
REGULAR MEETING AGENDA
6:30 PM, Wednesday, April 2, 2025
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. Approval of Agenda

II. Approval of Minutes

1. March 5, 2025 – Work Session Meeting
2. March 5, 2025 – Regular Meeting

III. Proclamations

1. Proclamation Celebrating Arbor Day 2025

IV. Public Comments – Section 3.02 of the City Council’s Rules of Order and Conduct for City Council Meetings provides opportunity for the public to address Council during the Public Comment section identified on the agenda. Your opportunity to speak occurs after you have been recognized by the Mayor. When addressing Council please state your name and address. Comments are limited to 5 minutes unless additional time (up to 10 minutes) is granted by the Mayor.

V. Public Hearings and Associated Action

1. Public Hearing to receive comments on Ordinance No. 593 - Rezoning of 848 & 850 E. Lincoln Ave. from B-1 Neighborhood Business District to HDR High-Density Residential District
Action Required– Decision to approve or reject Ordinance No. 593

VI. Communications

1. *Action Required* – Vertical Pole Banner Application - Ionia Community Awareness
2. *Action Required* – Ionia Theatre Report
3. *Action Required* – Recognition of Ionia Harvest Marketplace as a Nonprofit Organization

VII. City Manager's Report

1. *Action Required* – Payment and Release Agreement
2. *Action Required* – Letter of Agreement Regarding I-Go Transit Services

3. *Action Required* – Director of Public Works Recommendation
4. *Action Required* – TruNarc Handheld Narcotics Analyzer Purchase
5. *Action Required* – Public Safety Patrol Vehicle Purchase
6. *Action Required* – Business Park Land Purchase Agreement
7. *Action Required* – Social Media Policy
8. *Action Required* – Schedule Special Meeting for FY25-26 Budget Work Session

VIII. Appointments

IX. City Department Reports and Minutes from Boards and Commissions

1. Accounts Payable
April 3 - Councilmember Starr and/or Councilmember Lee
April 17 - Councilmember Winters and/or Councilmember Cook
2. March Reports & Minutes

X. Good of the Order/ City Councilmember Comments

XI. Closed Session

XII. Adjournment

CITY OF IONIA
CITY COUNCIL
WORK SESSION MEETING MINUTES
5:30 PM, Wednesday, March 5, 2025
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

Mayor John Milewski called the meeting of the Ionia City Council to order at 5:34 PM.

PLEDGE OF ALLEGIANCE

Mayor John Milewski led everyone present with the Pledge of Allegiance.

ROLL CALL

Roll call revealed a Quorum with Councilmembers Margot Cook, Brenda Cowling, Dawn Ketchum, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, and Mayor John Milewski present. Councilmember Tim Lee was absent.

Councilmember Millard made a motion, seconded by Councilmember Winters, to excuse the absence of Councilmember Lee.

MOTION CARRIED BY VOICE VOTE.

I. APPROVAL OF AGENDA

With no changes or additions, Councilmember Starr made a motion, seconded by Councilmember Waterman, to approve the agenda as presented.

MOTION CARRIED BY VOICE VOTE.

II. PUBLIC COMMENTS

None

III. PUBLIC HEARING & WORK SESSION

(III.1.) Public Hearing and work session regarding proposed Capital Improvement Plan (CIP): FY2026 - FY2031

Mayor Milewski opened the public hearing for comments on the proposed Capital Improvement Plan for FY2026-2031 at 5:36 PM.

City Manager Precia Garland reviewed the proposed FY2026-2031 Capital Improvement Plan in detail.

Mayor Milewski closed the public hearing at 6:24 PM with no comments from members of the public.

Councilmember Starr made a motion, seconded by Councilmember Cowling, to approve Resolution 2025-04 to adopt the FY2026-2031 Capital Improvement Plan.

Roll Call Vote:

Ayes: Margot Cook, Brenda Cowling, Dawn Ketchum, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

Nays: None

Abstentions: None

MOTION CARRIED

Resolution 2025-04



At a work session meeting of the City Council of the City of Ionia, held at the Ionia City Hall, 114 North Kidd Street, Ionia, Michigan, on the 5th day of March, 2025, at 5:30 p.m.

PRESENT: Margot Cook, Brenda Cowling, Dawn Ketchum, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

ABSENT: Tim Lee

The following preamble and resolution were offered by Council Member Starr and seconded by Council Member Cowling:

A RESOLUTION APPROVING THE CITY OF IONIA 2026 – 2031 CAPITAL IMPROVEMENT PLAN

WHEREAS, a Capital Improvement Plan allows for the planning of projects over a six (6) - year period; and

WHEREAS, a Capital Improvement Project is defined as a project that has a cost in excess of \$5,000 and a useful life greater than one (1) year; and

WHEREAS, Section 5.10 of the City Charter of the City of Ionia requires the City Manager to annually prepare and submit to the City Council a capital program that includes:

1. A clear general summary of its contents;
2. A list of all capital improvements and other capital expenditures that are proposed to be undertaken during the six (6) fiscal years next ensuing, with appropriate supporting information as to the necessity for each;
3. Cost estimates and recommended time schedules for each improvement or other capital expenditure;
4. The method of financing, upon which each capital expenditure is to be reliant; and
5. The estimated annual cost of operating and maintaining the facilities to be constructed or acquired; and

WHEREAS, as is also required by City Charter of the City of Ionia, a notice of public hearing was published to notify the public of the availability of the draft 2026-2031 Capital Improvement Plan and to provide an opportunity for review and comment; and

WHEREAS, today's work session meeting was scheduled for the purpose of conducting the required public hearing and providing an in-depth review of the draft 2026-2031 Capital Improvement Plan; and

WHEREAS, the City Council is required by resolution to adopt the proposed 2026-2031 Capital Improvement Plan with or without amendment after public hearing; now

THEREFORE, BE IT RESOLVED THAT:

1. The City Council of the City of Ionia hereby adopts the 2026-2031 Capital Improvement Plan as presented.
2. The City Council of the City of Ionia hereby directs that the projects contained in the 2026-2031 Capital Improvement Plan be incorporated into the annual Operating Budget Process, especially regarding projects listed in the first year of the Capital Improvement Plan.
3. The City Council of the City of Ionia hereby directs that the adopted 2026-2031 Capital Improvement Plan shall be made available upon request in the offices of the Ionia City Hall and also posted on the City of Ionia's website.

Upon a call of the roll, the vote was as follows:

AYES: Margot Cook, Brenda Cowling, Dawn Ketchum, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

NAYS: None

ABSENT: Tim Lee

RESOLUTION 2025-04 DECLARED ADOPTED.

IV. ADJOURNMENT

Councilmember Ketchum made a motion, seconded by Councilmember Cook, to adjourn.

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 6:25 PM.

Respectfully Submitted,

Jonathan T. Bowman
Ionia City Clerk

CITY OF IONIA
CITY COUNCIL
REGULAR MEETING MINUTES
6:30 PM, Wednesday, March 5, 2025
CITY HALL – COUNCIL CHAMBERS

CALL TO ORDER

Mayor John Milewski called the meeting of the Ionia City Council to order at 6:31 PM.

PLEDGE OF ALLEGIANCE

Mayor John Milewski led everyone present with the Pledge of Allegiance.

ROLL CALL

Roll call revealed a Quorum with Councilmembers Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman, and Mayor John Milewski present.

I. APPROVAL OF AGENDA

With no changes or additions, Councilmember Winters made a motion, seconded by Councilmember Ketchum, to approve the agenda as presented.

MOTION CARRIED BY VOICE VOTE.

II. APPROVAL OF MINUTES

(II.1.) February 5, 2025 – Regular Meeting

Councilmember Winters made a motion, seconded by Councilmember Waterman, to approve the February 5, 2025, meeting minutes as presented.

MOTION CARRIED BY VOICE VOTE.

III. PROCLAMATIONS

None.

IV. PUBLIC COMMENTS

None.

V. PUBLIC HEARINGS AND ASSOCIATED ACTION

(V.1.) Public Hearing to receive comments on Ordinance No. 592 - Codification

Mayor Milewski opened the public hearing for comments on Ordinance No. 592 at 6:33 PM and subsequently closed the public hearing following no comments at 6:33 PM.

Councilmember Lee made a motion, seconded by Councilmember Winters, to approve Ordinance No. 592, an ordinance to codify the ordinances adopted by City Council since March 6, 2024.

MOTION CARRIED BY VOICE VOTE.

CITY OF IONIA
Ordinance No. 592

AN ORDINANCE APPROVING THE EDITING AND INCLUSION OF CERTAIN ORDINANCES AND RESOLUTIONS AS PARTS OF THE VARIOUS COMPONENT CODES OF THE CODIFIED ORDINANCES AND REPEALING ORDINANCES AND RESOLUTIONS IN CONFLICT THEREWITH

WHEREAS, American Legal Publishing Corporation will soon complete its most recent updating and revision of the Codified Ordinances of the City;

WHEREAS, various ordinances and resolutions of a general and permanent nature that have been passed by Council since the date of the last updating and revision of the Codified Ordinances (March 6, 2024) have been included in the Codified Ordinances of the City;

THE CITY OF IONIA ORDAINS:

Section 1. That the editing, arrangement and numbering or renumbering of the following ordinances and resolutions are hereby approved as parts of the various component codes of the Codified Ordinances of the City, so as to conform to the classification and numbering system of the Codified Ordinances:

Ord. or Res. No.	Date	C.O. Section
584	5-1-24	Amend Ch. 1285: AC Development Planned Unit Development District
585	5-1-24	Amend Ch. 1246: Zoning Map to reflect rezoning of 310 Cleveland Street from B-1 to I-1
586	5-1-24	Repeal Ch. 288: Parks and Recreation Commission
587	5-1-24	Amend Sections 214.05, 1040.10, 1042.02, 1042.42, 1042.48 – Fee Schedule 2024
Res. 24-11	5-1-24	Amend Sections 214.05 and 1040.10 – Water and Sewer Fees
588	7-2-24	Amend and rename Ch. 1248: R-1, R-2, and R-3 One-Family Residential Districts, Ch. 1250: RT Two-Family Residential District, Ch. 1252: RM Multiple-Family Residential District, Ch. 1254: RM-1 Multiple-Family Residential District, and Ch. 1269 East Main Preservation District. Amend Ch. 1240, Ch. 1246, Ch. 1256, Ch. 1258, Ch. 1260, Ch. 1262, Ch. 1270, Ch. 1274, Ch. 1282, Ch. 1284, Ch. 1286, Ch. 1289, Ch. 1290, Ch. 1291, Ch. 1293, and Appendix I
589	9-4-24	Amend Ch. 1246: Zoning Map to reflect rezoning of 165 parcels into new residential zoning districts
590	10-2-24	Amend Ch. 1062: Parks and City Cemeteries
591	12-4-24	Amend and rename Ch. 1262: I-1 Light Industrial District. Amend Ch. 1240, Ch. 1246, Ch. 1284, Ch. 1289, Ch. 1290, Ch. 1291, Ch. 1293, and Appendix I

Section 2. If any section, clause or phrase of this ordinance is declared to be invalid, the same shall not affect the validity of the ordinance as a whole or any part thereof other than the part so declared to be invalid.

Section 3. This ordinance shall be published and recorded as provided in the City Charter and shall take effect upon publication.

ORDINANCE NO. 592 DECLARED ADOPTED

(V.2.) Public Hearing to consider Resolution 2025-03, a Resolution to approve the application for an Industrial Facilities Tax (IFT) Exemption Certificate from Enwork

Mayor Milewski opened the public hearing for comments on Resolution 2025-03 for the industrial facilities tax exemption certificate application submitted by Enwork at 6:34 PM.

Alex Powell, a representative of Enwork, addressed City Council describing the manufacturing operations of Enwork. Mr. Powell indicated that the expansion is on schedule for completion in one month and anticipated to create at least 10 new jobs.

Ryan Wilson Executive Director of the Ionia County Economic Alliance expressed appreciation for Enwork's investment in Ionia County.

Mayor Milewski closed the public hearing at 6:38 PM.

Councilmember Ketchum made a motion, seconded by Councilmember Cook, to approve Resolution 2025-03 approving the Industrial Facilities Tax (IFT) exemption certificate as requested by Enwork for 12 years, in accordance with Michigan PA 198 and Ionia City Policy 4-006: Industrial Facility Exemption Certificates.

Roll Call Vote:

Ayes: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

Nays: None

Abstentions: None

MOTION CARRIED

Resolution 2025-03



RESOLUTION APPROVING APPLICATION FOR INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE FILED BY ASSA GROUP INC., d/b/a ENWORK, INC., FOR REAL PROPERTY LOCATED AT 510 APPLE TREE DRIVE, IONIA, MICHIGAN.

At a regular meeting of the City Council of the City of Ionia, Ionia County, Michigan, held in the

Council Chambers, Ionia City Hall, 114 North Kidd Street,
Ionia, Michigan, on the 5th day of March, 2025, at 6:30 p.m.

PRESENT: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom
Millard, Richard Starr, Jeff Winters, Troy Waterman

ABSENT: None

The following resolution was offered by Council Member Ketchum and seconded by Council
Member Cook:

WHEREAS, pursuant to the Plant Rehabilitation and Industrial Development Districts Act,
Public Act 198 of 1974, MCL 207.551 *et seq.*, as amended (the "Act"), the City Council established
the City of Ionia Industrial Development District No. 2021-1 (the "District") by resolution on May
4, 2021; and

WHEREAS, ASSA Group Inc., d/b/a Enwork, (the "Applicant"), a Michigan corporation whose
registered office address is 12900 Christopher Drive, Lowell, MI 49331, operates an industrial
facility located at 510 Street, Ionia, Michigan (the "Facility"), which is located within the District;
and

WHEREAS, the Applicant filed with the City Clerk an application for an Industrial Facilities Tax
Exemption Certificate ("Application") on or about January 30, 2025, which is attached as Exhibit
A; and

WHEREAS, the Application provides that the Applicant intends to make certain real
property improvements at the Facility; and

WHEREAS, in accordance with Section 5 of the Act, the Applicant, the City Assessor, and the
legislative body of each taxing unit that levies ad valorem property taxes in the City were given
notice of the hearing and were afforded an opportunity to be heard regarding the Application; and

WHEREAS, the real property improvements had not begun earlier than six (6) months before
January 30, 2025, the date of filing of the Application for the Industrial Facilities Tax Exemption
Certificate; and

WHEREAS, completion of the improvements is calculated to and will at the time of issuance of
the certificate have the reasonable likelihood to retain, create or prevent the loss of employment in
the City; and

WHEREAS, the aggregate SEV of real property exempt from ad valorem taxes within the City
after granting this certificate will not exceed 5% of an amount equal to the sum of the SEV of the
City, plus the SEV of real property thus exempted; and

WHEREAS, the Application constitutes a new facility under the Act; and

WHEREAS, pursuant to Section 22 of the Act, the City has negotiated the terms of a proposed
Letter of Agreement with the Applicant, which has been signed by an authorized representative of
the Applicant. A copy of the proposed Letter of Agreement is attached as Exhibit B; and

WHEREAS, the City Council has reviewed the terms and conditions of the proposed Letter of

Agreement and has determined that it is in the best interests of the City and its residents to enter into the Letter of Agreement.

NOW, THEREFORE, the City Council of the City of Ionia, Ionia County, Michigan, resolves as follows:

1. The Recitals set forth above are affirmed as accurate and adopted for all purposes at law.
2. The City Council finds and determines that the granting of the Industrial Facilities Exemption Certificate, considered together with the aggregate amount of certificates previously granted and currently in force under Public Act 198 of 1974 and Public Act 255 of 1978, shall not have the effect of substantially impeding the operation of the City or impairing the financial soundness of a taxing unit, which levies ad valorem property taxes in the City.
3. The Application in the amount of \$3,327,370 is hereby approved.
4. The Industrial Facilities Tax Exemption Certificate when issued shall be and remain in force for a period of 12 years.
5. The City Council hereby approves the terms of the proposed Letter of Agreement in the form attached as Exhibit B, and made a part hereof, and does hereby authorize and direct the City Mayor to execute the same on behalf of the City.
6. Any and all resolutions that are in conflict with this Resolution are hereby repealed to the extent necessary to give this Resolution full force and effect.

YEAS: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

NAYS: None

RESOLUTION 2025-03 DECLARED ADOPTED.

(V.3.) Public Hearing to receive comments on Resolution 2025-05, a resolution authorizing the submission of a \$400,000 grant application to the Michigan Department of Natural Resources Trust Fund grant program for improvements to McConnell Park

Mayor Milewski opened the public hearing for comments on Resolution 2025-05 to authorize the submission of a grant application and pledge matching funds for McConnell Park at 6:39 PM.

City Manager Precia Garland and Tiffany Smith the City's consultant for this project from MCSA Group, Inc., presented the concept plan and Michigan Natural Resources Trust Fund grant application for McConnell Park with grant and local match cost sharing anticipated as follows:

Grant Program	Grant Request (%)	Local Match (%)	Total Project Cost
MNRTF	\$400,000 (45%)	\$492,035 (55%)	\$892,035

Ms. Smith answered Councilmember's questions about the project. Mayor Milewski closed the public hearing at 6:48 PM.

Councilmember Winters made a motion, seconded by Councilmember Millard, to approve

Resolution 2025-05 authorizing grant application submission to the Michigan Natural Resources Trust Fund program and pledging a 55% match of \$492,035 for McConnell Park.

Roll Call Vote:

Ayes: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

Nays: None

Abstentions: None

MOTION CARRIED

Resolution 2025-05



**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF IONIA
AUTHORIZING THE PARKS AND RECREATION DIRECTOR TO SUBMIT AN
APPLICATION FOR FUNDING FROM THE MICHIGAN NATURAL RESOURCES
TRUST FUND GRANT PROGRAM TO FINANCE IMPROVEMENTS TO
MCCONNELL PARK**

At a Regular Meeting of the City Council of the City of Ionia held on Wednesday, March 5, 2025, the following Resolution was offered by Councilmember Winters, seconded by Councilmember Millard:

WHEREAS, McConnell Park is a popular neighborhood park located on E. Washington Street which has served residents of the City of Ionia for more than 30-years. Due to its age and frequent use, the park facilities are reaching the end of their useful life and improvements are needed to various components some of which include: playground equipment, drinking fountain, and picnic shelter; and,

WHEREAS, the application and intended improvements are supported by the City's approved Five-year Community Parks and Recreation Plan (2024-2029) and included in the City's Capital Improvement Plan, currently scheduled for improvement during the 2026-2027 fiscal year; and,

WHEREAS, the City desires to avail itself of the funding available through the Michigan Department of Natural Resource's Trust Fund Grant program to assist in funding improvements to McConnell Park; and

WHEREAS, a public hearing was held for the proposed project on March 5, 2025, at Ionia City Hall, following publication of a notice in the Daily News newspaper and on the City of Ionia website, and no written or oral comments were received regarding the project;

NOW, THEREFORE, BE IT RESOLVED that the Ionia City Council hereby:

1. Authorizes the Parks and Recreation Director to submit an application to the Michigan Department of Natural Resources for funding from the Michigan Natural Resources Trust

Fund (MNRTF) Grant program to finance improvements to McConnell Park, including playground equipment, drinking fountain, picnic shelter, and pathways and benches throughout the area for universal access, with said grant request totaling \$400,000 from the MNRTF, which is 45% of the estimated total project cost of \$892,035.

2. Upon receiving notification that the grant has been awarded, agrees to allocate at least \$492,035 from the City's budget to act as a match for the grant to complete the improvements to McConnell Park;
3. Agrees to complete the improvements to McConnell Park in a manner consistent with Michigan Department of Natural Resources grant guidelines.

AYES: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

NAYS: None

RESOLUTION 2025-05 DECLARED ADOPTED.

VI. COMMUNICATIONS

(VI.1.) 2024 State of the City Presentation

Mayor John Milewski reviewed the highlights from the past year during the annual State of the City Presentation.

(VI.2.) City of Ionia DDA Annual Report

Councilmember Cowling made a motion, seconded by Councilmember Millard, to accept the 2024 Annual Ionia Downtown Development Authority (DDA) Report provided by DDA Director Cassie Rice.

MOTION CARRIED BY VOICE VOTE.

(VI.3.) Redevelopment Ready Communities (RRC) - Public Engagement Annual Report

Councilmember Lee made a motion, seconded by Councilmember Millard, to accept the 2024 Annual Redevelopment Ready Communities Public Engagement Report provided by City Manager Garland.

MOTION CARRIED BY VOICE VOTE.

(VI.4.) Local Officers Compensation Commission (LOCC) - Salary Determination

City Manager Garland presented the Local Officers Compensation Commission's determination as filed with the City Clerk from the Commission's February 20, 2025, meeting. The following determination was made for the salaries of City of Ionia elected officials with an effective date of April 1, 2025:

Position	Salary
City Council Member	\$125 per meeting
Mayor	\$2,100 per year (\$175 per month) plus \$125 per meeting

In accordance with Chapter 280: Local Officers Compensation Commission (LOCC), no action

was required by City Council on the determination.

(VI.5.) Recognition of Ionia Community Library Foundation (ICLF) as a Nonprofit Organization

Councilmember Millard made a motion, seconded by Councilmember Cowling, to approve Resolution 2025-06, a resolution to recognize a nonprofit organization (Ionia Community Library Foundation) operating in the community for the purpose of obtaining charitable gaming licenses.

Roll Call Vote:

Ayes: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

Nays: None

Abstentions: None

MOTION CARRIED

Resolution 2025-06



**A RESOLUTION TO RECOGNIZE A NONPROFIT ORGANIZATION
OPERATING IN THE COMMUNITY FOR THE PURPOSE OF OBTAINING
CHARITABLE GAMING LICENSES**

The following Resolution was offered for adoption by City Council Member Millard and was supported by City Council Member Cowling:

WHEREAS, the City of Ionia received a request from the Ionia Community Library Foundation (ICLF) requesting recognition as a nonprofit organization operating in the Ionia community; and

WHEREAS, this recognition is required by the Bureau of State Lottery of the State of Michigan for purposes of obtaining future charitable gaming licenses; and

WHEREAS, the City of Ionia has received proof of the ICLF's 501(c)(3) non-profit, tax exempt status by its local Ionia representative; and

WHEREAS, the ICLF regularly conducts fundraising activities throughout the greater Ionia community;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Ionia hereby recognizes Ionia Community Library Foundation, of the city of Ionia and county of Ionia, as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses.

AYES: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

NAYS: None
ABSTAIN: None
ABSENT: None

RESOLUTION 2025-06 DECLARED ADOPTED.

VII. CITY MANAGER'S REPORT

(VII.1.) Introduction and First Reading - Ordinance No. 593 - Rezoning of 848 & 850 E. Lincoln Ave. from B-1 Neighborhood Business District to HDR High-Density Residential District

Since 1979, Relief After Violent Encounter (RAVE), a 501C (3) nonprofit agency, has been serving Ionia and Montcalm counties with a variety of services including a crisis and support hotline, support groups, counseling, advocacy, and an emergency shelter to protect women and children from abusive living situations. A review of the property's zoning discovered the current use to be a legal nonconformity, which cannot be expanded in accordance with Section 1278.03 of the Zoning Code. RAVE's properties at 848 and 850 E. Lincoln Avenue are zoned B-1, Neighborhood Business District. The facility meets the definition of "Transitional Housing." This use is not permitted in the B-1 District, but it is allowed as a special land use in the Low, Medium, or High-Density Residential Districts. In order to remedy the existing nonconforming status and enable the expanded use, RAVE is requesting that 848 and 850 E. Lincoln Avenue be rezoned from B-1, Neighborhood Business District to HDR, High-Density Residential District.

Councilmember Winters made a motion, seconded by Councilmember Starr, to introduce and conduct a first reading of Ordinance No. 593, an ordinance to rezone parcels 34-204-017-000-010-00 (848 E. Lincoln Avenue) and 34-204-017-000-011-00 (850 E. Lincoln Avenue) from the B-1 Neighborhood Business District as identified in Chapter 1256 to the HDR High-Density Residential District as identified in Chapter 1252; and to include the parcels with noted rezoning on the Zoning Map identified in Section 1246.02 Districts Generally and Zoning Map District Boundaries of Chapter 1256 - Title Six - Zoning of Part Twelve - Planning and Zoning Code of the City of Ionia Codified Ordinances. The motion also scheduled a Public Hearing regarding the proposed ordinance for 6:30 PM, Wednesday, April 2, 2025, at Ionia City Hall.

MOTION CARRIED BY VOICE VOTE.

**CITY OF IONIA
IONIA COUNTY, MICHIGAN
Ordinance No. 593**

AN ORDINANCE TO REZONE PARCEL 34-204-017-000-010-00 (848 E. LINCOLN AVENUE) AND 34-204-017-000-011-00 (850 E. LINCOLN AVENUE) FROM THE B-1 NEIGHBORHOOD BUSINESS DISTRICT AS IDENTIFIED IN CHAPTER 1256 TO THE HDR HIGH-DENSITY RESIDENTIAL DISTRICT AS IDENTIFIED IN CHAPTER 1252; AND THE INCLUSION OF THE PARCELS AS DEFINED ON THE ZONING MAP IDENTIFIED IN SECTION 1246.02 DISTRICTS GENERALLY AND ZONING MAP DISTRICT BOUNDARIES OF CHAPTER 1246 - TITLE SIX – ZONING OF PART TWELVE – PLANNING AND ZONING CODE OF SAID CODIFIED ORDINANCES OF THE CITY OF IONIA

THE CITY OF IONIA HEREBY ORDAINS:

Section One: Rezoning of Property

That the following described parcels are hereby rezoned from the B-1, Neighborhood Business Zoning District, to the HDR, High-Density Residential Zoning District:

<u>Address</u>	<u>Parcel ID Number</u>
848 E. Lincoln Avenue	34-204-017-000-010-00
850 E. Lincoln Avenue	34-204-017-000-011-00

Section Two: Amendment of Zoning Map

That the official Zoning Map of the City of Ionia, Michigan, referenced in Part Twelve, Title Six, Section 1246.02 of the Codified Ordinances of the City of Ionia, shall be amended upon the effective date of this Ordinance to reflect the rezoning of the parcels set forth in Section 1, above.

Section Three: Publication and Effective Date

The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect seven (7) days after it, or a summary thereof as permitted by law, along with the date of its adoption, is published in the *Daily News*, a newspaper of general circulation in the City, unless otherwise provided by law.

Section Four: Repealer

All ordinances and parts of ordinances in conflict herewith are repealed to the extent of any such conflict.

(VII.2.) City of Ionia Personnel Policy Manual Update

City Manager Garland presented updates to the City of Ionia Personnel Policy Manual to address changes required by the Employee Sick Time Act (ESTA) which took effect in the state of Michigan on February 21, 2025. The City of Ionia is an employer subject to ESTA and, as a result, changes were necessary to the city's Personnel Policy Manual to achieve compliance with the new law. Additional changes were recommended to two sections of the policy regarding employee benefits related to the Assistant City Manager/City Clerk position.

Councilmember Cowling made a motion, seconded by Councilmember Millard, to approve the changes to the City of Ionia Personnel Policy Manual as presented.

Roll Call Vote:

Ayes: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

Nays: None

Abstentions: None

MOTION CARRIED

(VII.3.) 2025 Streets Resurfacing Project

Funds were included in the FY24-25 budget to initiate resurfacing of sections of three city streets and one alley as part of the City's annual street improvements project. Fishbeck, the City's contracted engineering firm, conducted a review of all five bids and indicated that each was complete. It was recommended that the City consider awarding the low bid from Michigan Paving of Grand Rapids in the amount of \$398,855.

Councilmember Winters made a motion, seconded by Councilmember Ketchum, to approve the low bid of \$398,855 from Michigan Paving of Grand Rapids, Michigan to complete the 2025 Streets Resurfacing Project. Based on timing, some funds for this project were appropriated in the current fiscal year budget, while the balance will be included in the upcoming FY25-26 budget, in accounts 202-463.000-801.000 for Union Street and 203-463.000-801.000 for the project remainder.

Roll Call Vote:

Ayes: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

Nays: None

Abstentions: None

MOTION CARRIED

(VII.4.) Coordination of Service Plan and Transit Development Plan

Ionia Dial-A-Ride was awarded \$75,000 in grant funding through the Section 5304 Metropolitan Transportation Planning and State and Non-Metropolitan Planning and Research Program to allow IDART to hire a consultant to gather community input and create a Coordination of Service (COS) Plan and Transit Development Plan (TDP). The goal of the project is to conduct a Coordination/Countywide Feasibility study to determine if coordination among the current transportation providers in the county is possible, and/or if there is a community desire for countywide transportation to meet the gaps in mobility in the area. As part of the project, IDART issued a Request for Proposals (RFP), soliciting professional service providers with applicable expertise. The scope of work requested included providing a current profile of IDART services and ridership, extensive community engagement, development of recommended options and strategies, and preparation and presentation of the Plans. IDART received seven (7) responsive proposals that were evaluated by a selection committee.

Councilmember Winters made a motion, seconded by Councilmember Starr, to approve the proposal from KFH Group, Inc for \$74,951. Funds for this purchase will be budgeted in 588-570.000-807.700, reflecting 80% Federal and 20% State grant funding.

Roll Call Vote:

Ayes: Margot Cook, Brenda Cowling, Dawn Ketchum, Tim Lee, John Milewski, Tom Millard, Richard Starr, Jeff Winters, Troy Waterman

Nays: None

Abstentions: None

MOTION CARRIED

VIII. APPOINTMENTS

None.

IX. CITY DEPARTMENT REPORTS AND MINUTES FROM BOARDS AND

COMMISSIONS

(IX.1.) Accounts Payable

March 6 - Councilmember Ketchum and/or Councilmember Waterman

March 20 - Councilmember Millard and/or Councilmember Cowling

(IX.2.) February Reports & Minutes

Written department reports and minutes from various City boards and commissions were provided to Council.

X. GOOD OF THE ORDER/ CITY COUNCILMEMBER COMMENTS

City Clerk Jonathan Bowman: Thanked Council for the warm welcome.

City Manager Precia Garland: Informed everyone of an upcoming pancake breakfast fundraiser on March 15 at the Ionia High School to support the Ionia Department of Public Safety.

Margot Cook: Welcomed Jonathan as City Clerk.

Tom Millard: Looking forward to upcoming spring and summer downtown events such as the annual Car Show which he will be coordinating street closures for with DDA Director Rice.

Rich Starr: Welcomed Jonathan.

Jeff Winters: Seconded other's comments on welcoming Jonathan as Clerk.

Troy Waterman: (1) Welcomed Jonathan to his new position; (2) Announced a Senior Lock-In Fundraiser at the Moose on March 16 with music and an auction.

Brenda Cowling: Informed everyone of another free movie at the Ionia Theatre sponsored by local businesses on March 17 showing Raiders of the Lost Ark.

Mayor John Milewski: (1) Thanked all of Council for their time spent at the Capital Improvement Plan and State of the City meeting. (2) Highlighted that March 1 marked City Manager Garland's 4-year anniversary with the City. He noted that he is working to coordinate the City Manager's annual performance review.

XI. CLOSED SESSION

None.

XII. ADJOURNMENT

Councilmember Cook made a motion, seconded by Councilmember Cowling, to adjourn.

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 7:58 PM.

Respectfully Submitted,

Jonathan T. Bowman
Ionia City Clerk



Proclamation Celebrating Arbor Day 2025

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, our city has been recognized for 32 years by the Arbor Day Foundation as a Tree City USA, in honor of our commitment to planting, growing, and maintaining, trees; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, lower energy costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal, and boost mental and physical health.

NOW, THEREFORE BE IT PROCLAIMED, that I, John R. Milewski II, Mayor of the City of Ionia, do hereby recognize Friday, April 25, 2025, as ARBOR DAY in the City of Ionia, coinciding with the 153rd National Arbor Day observation, and urge all citizens to Celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

BE IT FURTHER PROCLAIMED, that I encourage all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

John R. Milewski II, Mayor
City of Ionia

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: V.1

TO: Mayor Milewski and Councilmembers

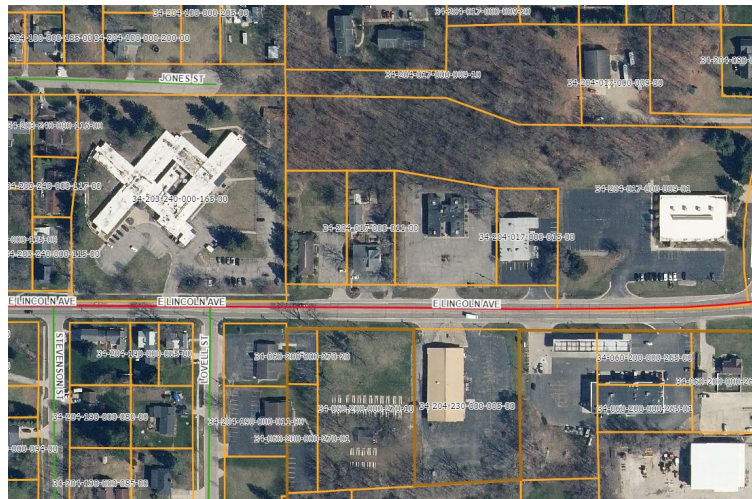
FROM: Precia Garland, City Manager

DATE: April 2, 2025

RE: Public Hearing to receive comments on Ordinance No. 593 - Rezoning of 848 & 850 E. Lincoln Ave. from B-1 Neighborhood Business District to HDR High-Density Residential District

Background:

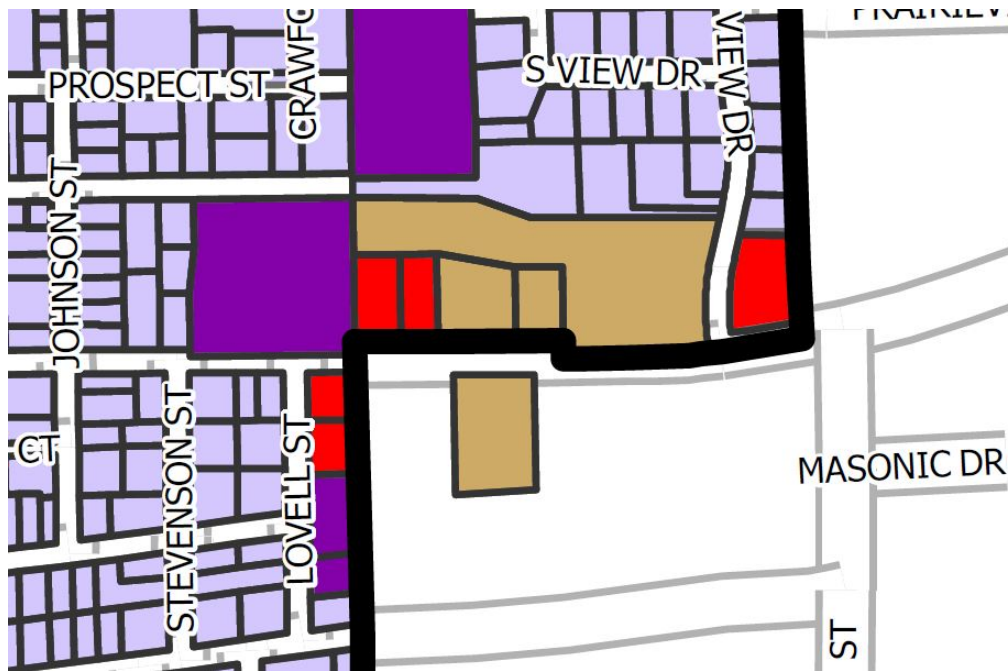
Relief After Violent Encounter (RAVE) is a 501C (3) nonprofit agency that supports and advocates for the adult and child victims of domestic and sexual violence. Since 1979, RAVE has been serving Ionia and Montcalm counties with a variety of services including a crisis and support hotline, support groups, counseling, advocacy, and an emergency shelter to protect women and children from abusive living situations. For many years, RAVE has operated an emergency shelter at 850 E. Lincoln Avenue (PPN: 34-204-017-000-011-00)



featuring 29 beds and office space in a converted garage on the north end of the property. Due to increasing demand and a full waitlist, RAVE recently purchased the adjacent office property at 848 E. Lincoln Avenue (PPN: 34-204-017-000-010-00) and moved its office operations to this new building.

RAVE desires to expand its shelter by converting the office space on the north end of the property to accommodate 14-15 new beds. RAVE has grant funding available to accomplish the renovation. A review of the property's zoning discovered the current use to be a legal nonconformity, which cannot be expanded in accordance with Section 1278.03 of the Zoning Code. Both 848 and 850 E. Lincoln Avenue are zoned B-1, Neighborhood Business District. RAVE meets the definition of "Transitional Housing," since it is a facility that provides living accommodations and possibly meals, counseling, and other services for periods of up to eighteen months. Transitional housing is not a permitted use in the B-1 District, but is allowed as a special land use in the Low, Medium, or High-Density Residential Districts. The excerpt from the City's Zoning Map provided below

identifies the adjacent zoning districts.



In order to remedy the existing nonconforming status and enable the expanded use, RAVE is requesting that 848 and 850 E. Lincoln Avenue be rezoned from B-1, Neighborhood Business District to HDR, High-Density Residential District. Upon recommendation from City staff, the applicant also submitted a Land Division application to combine the aforementioned properties, and a Site Plan and Special Land Use Review permit application to facilitate expansion and align zoning with the existing use.

In February, after analyzing the relevant facts and standards, the Planning Commission recommended approval of Ordinance 593 to rezone 848 & 850 E. Lincoln Avenue.

Requested Action / Motion:

Following the public hearing, it is requested the Ionia City Council consider a motion to approve Ordinance No. 593, an ordinance to rezone parcels 34-204-017-000-010-00 (848 E. Lincoln Avenue) and 34-204-017-000-011-00 (850 E. Lincoln Avenue) from the B-1 Neighborhood Business District as identified in Chapter 1256 to the HDR High-Density Residential District as identified in Chapter 1252; and to include the parcels with noted rezoning on the Zoning Map identified in Section 1246.02 Districts Generally and Zoning Map District Boundaries of Chapter 1256 - Title Six - Zoning of Part Twelve - Planning and Zoning Code of the City of Ionia Codified Ordinances.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
	Milewski	_____		

CITY OF IONIA
IONIA COUNTY, MICHIGAN

Ordinance No. 593

AN ORDINANCE TO REZONE PARCEL 34-204-017-000-010-00 (848 E. LINCOLN AVENUE) AND 34-204-017-000-011-00 (850 E. LINCOLN AVENUE) FROM THE B-1 NEIGHBORHOOD BUSINESS DISTRICT AS IDENTIFIED IN CHAPTER 1256 TO THE HDR HIGH-DENSITY RESIDENTIAL DISTRICT AS IDENTIFIED IN CHAPTER 1252; AND THE INCLUSION OF THE PARCELS AS DEFINED ON THE ZONING MAP IDENTIFIED IN SECTION 1246.02 DISTRICTS GENERALLY AND ZONING MAP DISTRICT BOUNDARIES OF CHAPTER 1246 - TITLE SIX – ZONING OF PART TWELVE – PLANNING AND ZONING CODE OF SAID CODIFIED ORDINANCES OF THE CITY OF IONIA

THE CITY OF IONIA HEREBY ORDAINS:

Section One: Rezoning of Property

That the following described parcels are hereby rezoned from the B-1, Neighborhood Business Zoning District, to the HDR, High-Density Residential Zoning District:

<u>Address</u>	<u>Parcel ID Number</u>
848 E. Lincoln Avenue	34-204-017-000-010-00
850 E. Lincoln Avenue	34-204-017-000-011-00

Section Two: Amendment of Zoning Map

That the official Zoning Map of the City of Ionia, Michigan, referenced in Part Twelve, Title Six, Section 1246.02 of the Codified Ordinances of the City of Ionia, shall be amended upon the effective date of this Ordinance to reflect the rezoning of the parcels set forth in Section 1, above.

Section Three: Publication and Effective Date

The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect seven (7) days after it, or a summary thereof as permitted by law, along with the date of its adoption, is published in the *Daily News*, a newspaper of general circulation in the City, unless otherwise provided by law.

Section Four: Repealer

All ordinances and parts of ordinances in conflict herewith are repealed to the extent of any such conflict.

CITY OF IONIA

Dated: _____

By: Jonathan T. Bowman, City Clerk

Introduction and First Reading:

Notice of Public Hearing:

Public Hearing, Second Reading, Adoption:

Effective (Seven Days After Publication):

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.1

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Vertical Pole Banner Application - Ionia Community Awareness

Background:

Attached please find an application from the Ionia Community Awareness organization. It is requesting the placement of 96 banners as part of its annual "Purple Week" event to honor local cancer fighters, survivors, and those taken. The banners are printed on both sides so just one is displayed per pole.

The requested display period is from September 1 – September 30, 2025 (5 weeks), which is within the total allowable 12 weeks, per the Vertical Pole Banner Display Policy. All other conditions as required by the policy appear to be satisfied.

The cost per banner for installation/removal is \$5 and will be collected prior to a final banner count and installation, assuming the application is approved.

Requested Action / Motion:

It is requested the Ionia City Council make a motion to approve the vertical pole banner application submitted by Ionia Community Awareness to display up to 96 banners as specified, from September 1 – September 30, 2025.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
	Milewski	_____		



Vertical Pole Banner Application

Submit Applications to City Hall

Street Address: 114 North Kidd Street Ionia, MI 48846

Mailing Address: P.O. Box 496 Ionia, MI 48846

Ph: (616) 527-4170 Website: www.ci.ionia.mi.us

Date of Application: Feb. 24, 2025

Permit Fee: \$5.00 per banner

- Applicants are required to supply all needed materials including but not limited to the banners and any needed fastening devices.
- Banners shall be installed and removed only by approved staff of the City of Ionia. Anyone who attempts to install or remove a banner outside of these parameters will be charged with a misdemeanor and may jeopardize approval of future associated banner projects.
- Applicants are required to be a non-profit organization or governmental unit, and the purpose of the banners must be for a general public interest. The use of banners for commercial or political advertising is prohibited.
- Applications are to be submitted no later than four (4) weeks prior to the proposed installation date.

Applicant Information

Name of Applicant: Diane Grummet

Name of Organization: Ionia Community Awareness Role within Organization: President

Address: 242 Ridgewood Ct City, State, Zip: Ionia, MI 48846

Phone: 616-723-3105 Email: dianegrummet11@gmail.com

Banner Details

Please provide a sketch complete with banner specifications and message to be displayed for City Council Review. Applications will be accepted up to eleven (11) months in advance and no later than four (4) weeks prior to proposed installation date.

1. Brief description of the reason for banners being displayed?

Banners will be displayed to honor our
Fighters, Survivors, and Those Taken
during the month of September

2. Total number of banners: 96

3. Vertical Pole Banner Locations (Indicate the number of banners requested to be placed at each of the available locations):

12 Adams St. (12)

11 M-21 from Baldie to North M-66 (11)

21 M-66 from M-21 to North St. (21)

43 M-66 from Steele St. to M-21 (43)

9 Steele St. (9)

4. Dates Requested (Banners are only to be displayed for a maximum of six (6) weeks. One additional consecutive six (6) week period can be requested.):

September 1, 2025 through September 30, 2025

5. Company Fabricating Banners: Printing Essentials
Lake Odessa, MI

Signature

On behalf of the organization listed above, I, as the applicant, hereby acknowledge receipt of the Vertical Pole Banner Policy of the City of Ionia. I covenant and agree to hold harmless from, indemnify and defend the City, its agents, officers and employees against all suits, demands, claims, judgments, liens, cost of repair or replacement of any damaged poles or electrical equipment, costs, attorney fees and expenses that may arise out of, result from or be caused by my organization's banner installation. I covenant and agree to strictly comply with all terms and conditions of the Vertical Pole Banner Policy, and further understand and agree that the City Council, in its sole and absolute discretion, may approve, deny or set any conditions or limitations on any banner(s) that may be approved, or may at any time alter, amend, modify, rescind or revoke any approval, all without recourse or remedy by the Applicant, or liability of the City.

Applicant's Signature: Liane Grummet Date: Feb. 24, 2025

OFFICE USE ONLY

Approved or Denied (Circle One)

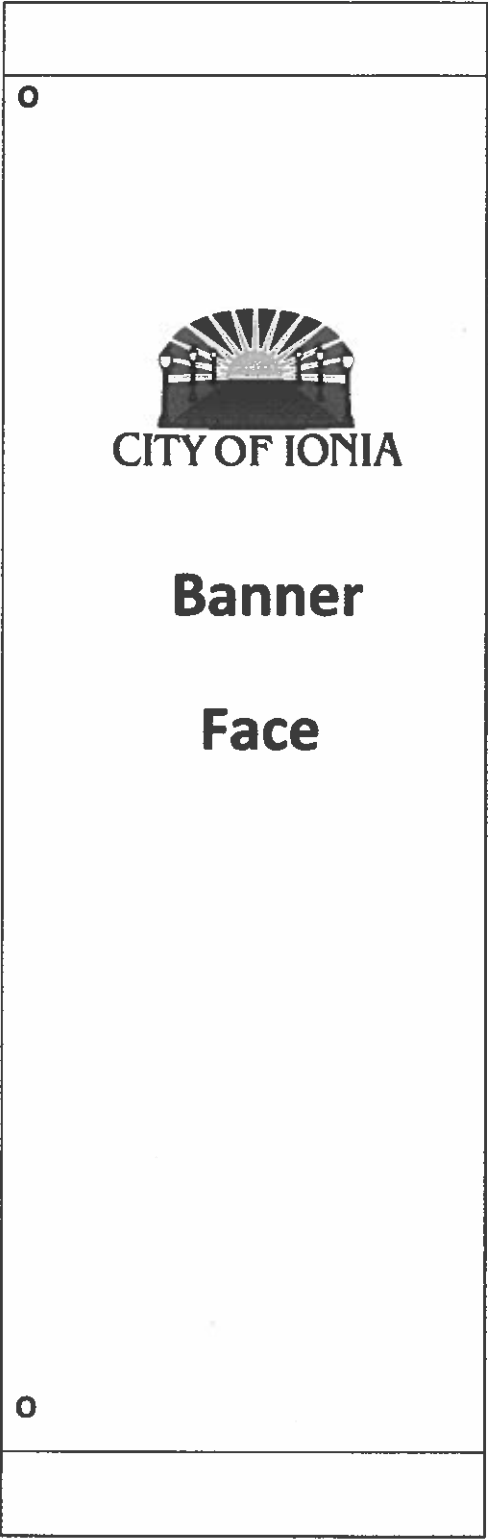
Comments: _____

Copies To: _____

Signature: _____ Date: _____

ATTACHMENT A – VERTICAL BANNER SPECIFICATIONS

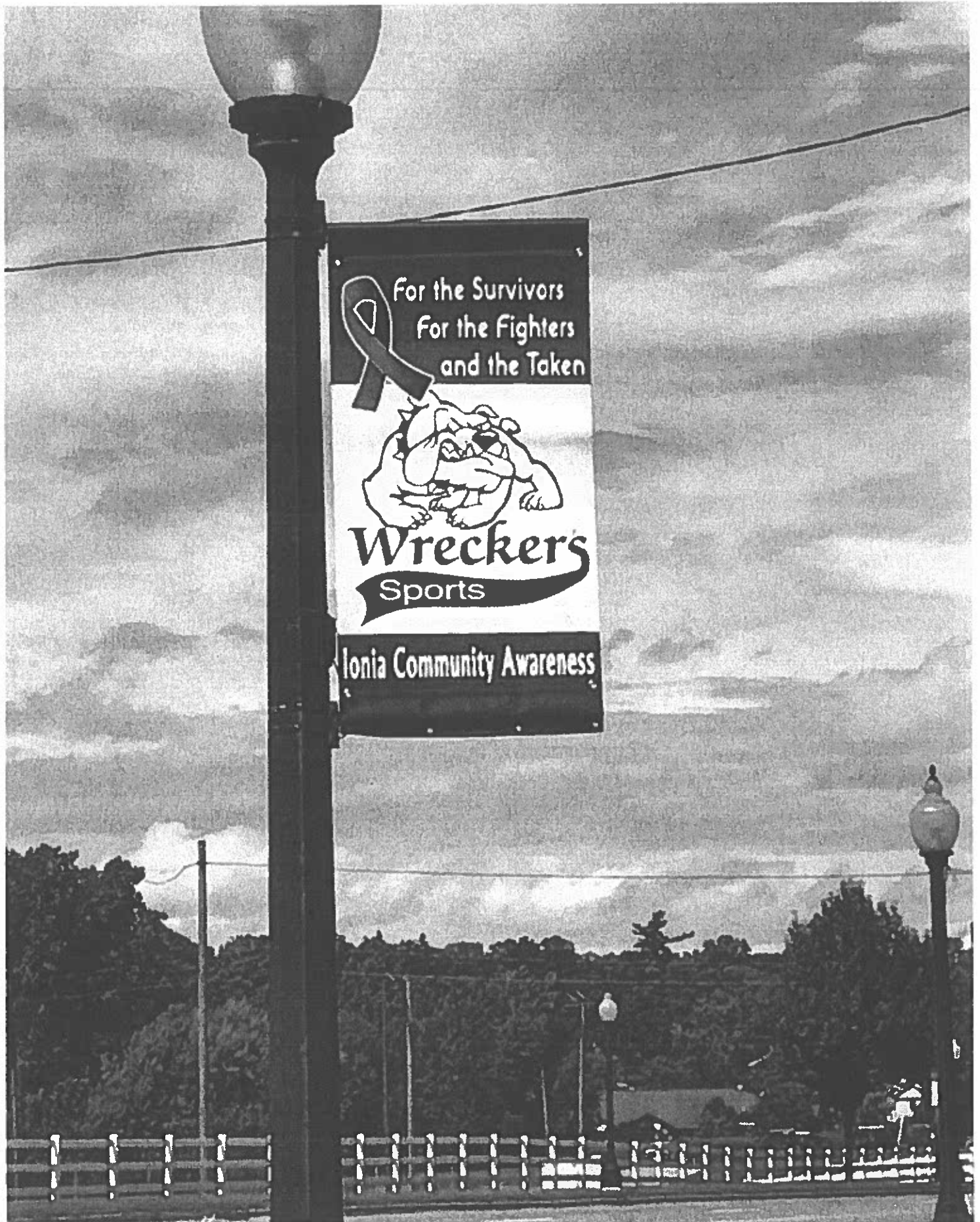
½ inch
grommet →



← 3 ½ inch pocket hem

← 48 inches →
(banner length)

← 24 inches →
(banner width)



CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.2

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Ionia Theatre Report

Background:

In June, 2024, the Ionia City Council approved establishment of an ad-hoc Ionia Theatre Committee for the purpose of developing a strategic plan to guide the theatre's future operations. In the following months of July and August, nine committee members were officially appointed to the committee by Mayor Milewski and confirmed by City Council.

Subsequent to its establishment, the ad-hoc committee met several times and worked with consultant Nate Geinzer of Double Haul Solutions to study various issues associated with the Ionia Theatre's operations, and observe and learn from operations at other not-for-profit theaters. The result of this effort was development of the Ionia Theatre Report, which follows this communication. Nate Geinzer will present the primary findings, conclusions, and recommendations that resulted from this effort and are detailed in the Report.

Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to accept the Ionia Theatre Report and authorize continued meetings of the Ionia Theatre Ad Hoc Committee as necessary to implement its recommendations, with the ultimate goal of increasing theater attendance and operating revenues to meet or exceed operating costs.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
	Milewski	_____		



IONIA THEATER AD HOC COMMITTEE REPORT 2025



*Recommended for adoption by Ionia Theatre Ad Hoc Committee on [insert date].
Adopted by Ionia City Council on [insert date].*

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EXECUTIVE SUMMARY

The Ionia Theatre, located in Ionia, Michigan, has been a cultural cornerstone since its opening in 1931. Initially launched as a Vaudeville and Movie Theatre, it has evolved into a multifaceted venue cherished by the community for its contributions to arts and entertainment. Despite its historical significance and community appreciation, the theatre faces significant financial and operational challenges. It relies heavily on financial contributions from multiple city sources and has seen a decline in volunteer support.

In 2024, Mayor Milewski formed the Ionia Theatre Ad Hoc Committee to develop a sustainable operational and financial strategy for the theatre. Double Haul Solutions (DHS) was engaged to facilitate the committee's work and generate recommendations for the City Council. The committee, comprising various community stakeholders, is driven by a deep love for the theatre and a commitment to ensuring its sustainability for future generations.

The theatre's challenges include financial sustainability, capital maintenance, a decline in volunteers, evolving audience expectations, and shifts in national theatre trends. Addressing these challenges requires strategic planning and robust community support.

The committee's recommendations include extending the term and expanding the role of the Ad Hoc Committee, developing a leadership succession plan, conducting market research, creating a communications plan, establishing a nonprofit and board, exploring capital fundraising opportunities, and considering the incorporation of alcohol sales to enhance patron experience and generate additional revenue.

The Ionia Theatre exemplifies the enduring impact of the arts and the significance of preserving historic landmarks. However, its future depends on a resurgence of community passion and strategic efforts to ensure its continued success and sustainability.



The image shows the exterior of the Ionia Theatre. The building has a classic architectural style with a prominent entrance featuring a pair of large, red double doors with multiple glass panes. Above the doors is a white-painted section of the facade with a marquee sign. The sign is black with white text that reads "FREE MOVIE MONDAY", "MARCH 17 7 PM", and "RAIDERS OF THE LOST ARK". The number "205" is visible above the central door. The building's upper portion is made of light-colored wood or plaster, while the lower portion and side walls are brick. A large, dark red vertical beam hangs from the ceiling in the foreground.

**FREE MOVIE MONDAY
MARCH 17 7 PM
RAIDERS OF THE LOST ARK**

INTRODUCTION

The Ionia Theatre, located in Ionia, Michigan, has a long history of bringing cultural value to the community dating back to its opening in 1931. Initially launched as a Vaudeville and Movie Theatre by Butterfield Theatres of Detroit, it has since evolved into a multifaceted cultural venue appreciated by the local community for its contributions to arts and entertainment.

Despite community appreciation and love, the Ionia Theatre relies on the support of financial contributions from multiple city sources. Due to numerous challenges, the ability to operate and maintain the theatre solely through theatre revenues is impossible based on the current business model. In addition to financial challenges, the theatre has seen a decline in volunteer assets. The theatre needs to find strategies to address these challenges and ensure its continued operation.

AD HOC COMMITTEE

In 2024, Mayor Milewski enlisted the Ionia Theatre Ad Hoc Committee to engage the collective strength and brain power of community stakeholders to strategize a more sustainable operational and financial strategy for the Ionia Theatre. The City of Ionia procured Double Haul Solutions (DHS) to support the facilitation of the Ionia Theatre Ad Hoc Committee and generate a series of recommendations based on the committee's work for presentation to the City Council.

The Ad Hoc Committee* included the following individuals:

Name	Representation
John Milewski	Mayor-City Council
Rich Starr	City Council
Tom Millard	City Council
Ashley Brownell	Ionia Chamber of Commerce
Janet Balice	Ionia Community Foundation
Mike Clark	Ionia Free Fair Association
Karlee Bailey	Downtown Business Owner
Gary Ferguson (ex-officio)	Theatre Director
Precia Garland (ex-officio)	City Manager



*Also in attendance were Assistant City Manager Jonathan Bowman and Downtown Development Authority Director/ Assistant Theatre Director Cassie Rice.

Committee Member Motivations

The members of the Ionia Theatre Ad Hoc Committee participated for several compelling reasons. They are driven by a deep love for the theatre and its rich history, and they are passionate about ensuring its sustainability for future generations. Their goal is to find ways to create an operational strategy that drives patronage and revenue growth, resulting in the theatre's financial health for years to come. Improved financial health will support operational enhancements and capital investment. Additionally, they are committed to community engagement with the aim of showcasing and reminding the community that the theatre is a vibrant cultural hub to be embraced, not forgotten by the whims of technology and convenience. The Committee's work will drive life and vibrancy to the theatre, making it a central point for culture and entertainment in the community.

AD HOC COMMITTEE

Committee Member Assets

The members of the Ionia Theatre Ad Hoc Committee bring a diverse range of skills and experiences to the table. These skillsets and experiences are summarized below:

- **Passion for Live Shows:** Members are deeply passionate about live performances, which drives their commitment to the theatre's success.
- **Commitment:** They are dedicated to the theatre's mission and its role in the community.
- **History:** Some members have a long-standing connection with the theatre, contributing valuable historical insights. Members recall working at the theatre as youth or making core memories with live shows and movies. These nostalgic experiences drive a desire to ensure such opportunities are reserved for future generations.
- **Fundraisers:** Their involvement in fundraising activities offers perspective in the development of strategies to secure financial support for the theatre.
- **Symphony Experience:** Members with a background in symphony bring a unique perspective on live music and performances.
- **Marketing and Communications:** Expertise in marketing and communications helps in promoting the theatre and engaging with the community.
- **Finance and Real Estate:** Knowledge in finance and real estate is crucial for managing the theatre's financial health and exploring potential investments.
- **Fresh Perspectives:** Innovative ideas and fresh perspectives are vital to inspiring the committee and encouraging new opportunities.

These diverse skills and experiences enable the committee to effectively strategize and work towards the theatre's sustainability and long-term growth.

*Meetings**

Committee members participated in four (4) meetings over a five-month period. Each meeting had a predetermined focus. Meeting summaries are provided in the appendix.

- Meeting #1 Kick Off
- Meeting #2 Organizational Structure
- Meeting #3 Live Events
- Meeting #4 Marketing and Communications



CHALLENGES

The Ionia Theatre is approaching its centennial with several noteworthy challenges. While the theatre holds a rich history and remains a cherished landmark in Ionia, it has been grappling with both operational and capital funding shortfalls for years. These deficits have historically been mitigated through contributions from the City General Fund and the reallocation of local road millage funds. Projections indicate that these funding gaps are approaching \$200,000 annually based on current data.

The Ionia Theatre currently contends with several substantial challenges:

- **Financial Sustainability:** Ensuring the theatre's financial health is a primary concern. The theatre needs to develop sustainable revenue streams to support its operations and future growth, weaning itself off the city's general fund and other resources.
- **Capital Maintenance:** Continuous maintenance and upgrades to the theatre's facilities and technology are essential. This includes modernizing stage lighting, sound systems, and other critical infrastructure to align with contemporary standards.
- **Decline in Volunteers:** There has been a noticeable decline in the number of volunteers, which impacts the theatre's ability to host events and maintain its operations effectively.
- **Modern Expectations:** Audience expectations have evolved, necessitating enhancements such as improved accessibility features, upgraded seating, and cutting-edge technology. This challenge is exacerbated by the dearth and easy access to home entertainment options.
- **National Theatre Trends:** Shifts in audience preferences and attendance patterns within the broader theatre industry pose a challenge. The Ionia Theatre must remain relevant and competitive in this changing landscape.

Addressing the challenges outlined above demands strategic planning and robust community support to secure the theatre's continued success and sustainability. The Theatre Ad Hoc Committee presents an opportunity to convene and catalyze the community around a shared mission to address these challenges.



HISTORICAL BACKGROUND

Built in 1931, the Ionia Theatre was originally constructed for Vaudeville entertainers, featuring a full stage, orchestra pit, and Art Deco design elements inspired by the New York Roxy Theatre. However, with the onset of the Great Depression, the theatre transitioned to showing movies, installing a large screen and projector.

Following years of decline, disinvestment, and decay, the community identified the theatre as a top restoration priority. Restoration efforts began in earnest in 1984. A committee led by Monroe McPherson raised funds and partnered with the Downtown Development Authority (DDA). With the support of state grants, the committee purchased and worked to renovate the theatre. Key renovations included a new projector, roof, stage drapery, seat upholstery, paint, and wiring. An exact replica of the original marquee was also installed.

Today, the theatre boasts DTS Digital Sound, high-resolution projection, computerized ticketing, and automated movie projection. A small balcony to house the AV equipment for live shows was added to the main theatre, and a “green room” was created for performers. Additionally, with the continued rise of the movie industry and patronage, a second theatre was added in the early 1990s.

Operations continue to be led by the Ionia Downtown Development Authority and the City of Ionia. Staffing is provided by a director, assistant director, two part-time managers, and a part-time janitor. Although numbers continue to decline, volunteers continue to provide an important and invaluable level of support. The community’s patronage contributes to the theatre’s ability to offer live performances and first-run movies at a low cost.

FACILITIES AND TECHNOLOGY

Although built in 1931, the theatre and city have made a concerted effort to stay up with technology and audience expectations. In summary:

SCREEN 1

The larger of the two auditoriums seats 730 patrons. It features a 2k digital cinema projector and Dolby 7.1 audio for an immersive experience. In September 2022, Screen 1 saw upgraded accessibility with Odyssey hearing and closed caption assistance via infrared transmitters.

For live shows, Screen 1 has a dedicated audio system and stage lighting controlled from the rear balcony. The stage extends over the orchestra pit and is accessible for individuals with mobility issues. The movie screen can fly, allowing smooth transitions between films and live performances, with a motorized curtain operable from backstage and the projection booth. The fly loft facilitates dynamic setups. Screen 1 hosts around 20 to 30 live events annually, including local plays and national tours.

Performers have access to five dressing rooms, a restroom, and a greenroom adjacent to the stage. An overhead door and truck dock streamline load-ins for live shows.

SCREEN 2

With a seating capacity of 107, functions primarily as a movie theatre. It features a 2k digital projector and Dolby 7.1 audio system to ensure high-quality film presentations.

This setting provides an intimate atmosphere for moviegoers.

The **main lobby** of the Ionia Theatre can accommodate up to 202 people. It serves as the hub for concession sales including a full-sized Gold Medal popcorn machine, and two selling stations. In 2022, the concessions area was updated to include self-serve automatic butter dispensers and two eight-head Coke soft drink dispensers to streamline the customer experience and reduce waiting times

For larger events, the theatre's **ticket booth** acts as an additional point for ticket pick-up and sales, ensuring efficient crowd management. The theatre's front entrance has power-assisted doors to provide easy access for strollers and wheelchairs, enhancing the theatre's inclusivity.

REVENUES AND EXPENDITURES

The current revenue sources for the Ionia Theatre include:

1. **General Fund Contributions:** The theatre has been receiving financial support from the General Fund to cover operational expenses.
2. **Local Road Millage Diversion:** A previously applied local road millage has been reassigned to support the theatre's capital needs.
3. **Movie and Live Show Tickets & Concessions:** Approximately half of the theatre's revenues come from ticket sales and concessions.
4. **Venue Rentals:** The theatre generates revenue through venue rentals, including charges for the use of lighting, sound, and projection systems.

These sources have been crucial in filling the operational and capital funding gaps that the theatre has been facing for years. Additional information is outlined in the City Manager's July 20, 2023, memo available as Appendix I.



A HUB FOR CULTURE AND ENTERTAINMENT

The Ionia Theatre is more than merely a venue; it stands as a cultural institution integral to the community. The theatre's diverse programming encompasses first-run movies, live theatrical performances, concerts, and community events. This variety guarantees that there is something to appeal to everyone, whether they are cinephiles, music enthusiasts, or families with children.

The theatre's commitment to accessibility and inclusivity is evident through its continuous upgrades and enhancements. The installation of infrared transmitters and receivers for hearing and closed caption assistance, alongside power-assisted doors, underscores its dedication to ensuring all patrons can fully enjoy the theatre's offerings.



RECOMMENDATIONS

The following recommendations are grounded in the insights and deliberations of the Ad Hoc Committee, reflecting both direct input from members and ideas inspired by the committee's work.

They represent a strategic path forward based on observed needs, community priorities, and organizational goals. While the recommendations are presented in a general order of priority, it is important to note that several initiatives can and should be pursued concurrently to maximize impact and momentum. Together, these actions aim to support sustainable progress, strengthen operations, and enhance overall community outcomes.

RECOMMENDATIONS

EXTEND THE TERM AND EXPAND THE ROLE OF THE IONIA THEATRE AD HOC COMMITTEE:

To effectively implement the recommendations provided within, it is beneficial to both City of Ionia staff and Ionia Theatre staff to have the additional support offered by the Ad Hoc Committee. Committee members can function not only as strategic thought partners but also utilize their skillsets to enhance community engagement and volunteer participation.

GET ACTIVE AND STAY ENGAGED:

Networking and staying engaged with organizations such as the League of Historic American Theatres (LHAT) will be invaluable to the Theatre and community's efforts to build and sustain a self-supporting business model. Find opportunities to network with national arts and cultural leaders as a strategy to inform new programs and initiatives that help ensure the Theatre's relevancy.

THEATRE LEADERSHIP SUCCESSION PLAN:

The Ionia Theatre Director has been an invaluable asset to both the Ionia Theatre and the broader community. Over the course of 17 years as an employee, and many more as a volunteer and advocate, his dedication, expertise, and leadership have ensured the Theatre's continued success. Moreover, the theatre's rich history has been protected while adapting to evolving audience expectations and industry trends. The depth of knowledge and skills that have been amassed while managing operations, programming, finances, community engagement, and facility maintenance cannot be overstated.

However, to safeguard the long-term sustainability and seamless operation of the Theatre, it is imperative that a comprehensive succession plan is not only developed but implemented. This plan will ensure that the wealth of institutional knowledge held by the current Director is documented, transferred, and made accessible to future leadership.

RECOMMENDATIONS

KEY COMPONENTS OF THE SUCCESSION PLAN:

Knowledge Documentation & Institutional Memory

- Conduct knowledge transfer sessions with the current Director to capture critical insights.
- Develop a comprehensive operations manual detailing essential responsibilities, workflows, and decision-making processes.
- Maintain an archive of key historical records, financial reports, contracts, and stakeholder relationships for continuity. Consider document imaging for greater security.

Standard Operating Procedures (SOPs) Development

- Formalize and document daily, weekly, monthly, and annual operational procedures, including:
 - Event scheduling and management.
 - Budgeting and financial reporting.
 - Vendor and sponsorship management.
 - Facility and equipment upkeep and technical operations.
 - Marketing, outreach, and community partnerships.
- Establish a clear chain of command and delegation strategies to distribute responsibilities effectively.

Training & Professional Development Strategy

- Identify and develop internal staff members or community stakeholders who show leadership potential.
- Implement a structured mentorship program where potential successors shadow the current Director.

Transition Timeline & Implementation

- Develop a phased transition plan, including interim leadership roles if necessary.
- Outline a timeline for the leadership handover, ensuring adequate overlap for knowledge transfer.
- Establish a succession review team to periodically assess progress and adjust as needed.

RECOMMENDATIONS

Sustaining the Theatre's Mission & Vision

- Ensure that the Theatre's core values, cultural impact, and community-driven mission remain at the forefront of a leadership transition.
- Engage key stakeholders, including board members, local government, patrons, and sponsors, to support a smooth leadership transition and maintain financial stability.

A structured Leadership Succession Plan can be leveraged to maintain the theatre's operational continuity, status as a cultural hub, and ensure that its rich legacy is preserved for future generations.

CONDUCT MARKET RESEARCH:

Data is essential for guiding the strategic direction of the Ionia Theatre. Market insights will inform programming, engagement strategies, and marketing efforts.

Survey of the Community and Surrounding Areas

Develop and distribute a survey using SurveyMonkey or another online tool. If resources are available, consider a more robust and statistically significant survey tool administered by a professional firm such as Cobalt Community Research.

- Include demographic questions to segment responses and identify audience needs.
- Ensure participation from diverse groups, including families, young professionals, and retirees.

Conduct Focus Groups

Organize small, targeted discussions to better understand community preferences, barriers to attendance, and engagement opportunities. Target audiences for focus groups should include, but not be limited to:

- Youth: Under 8 years old, 8–12 years old, 13–17 years old
- Adults: Young professionals and mid-career individuals
- Families: Parents with school-age children
- Seniors: Retirees and older community members

RECOMMENDATIONS

Stakeholder Analysis

- Facilitate a Power/Interest Grid discussion to prioritize communication efforts based on stakeholder influence and engagement.

Additional Market Research Approaches

- Analyze ticket sales trends to understand audience behaviors, popular showtimes, and event preferences.
- Review social media engagement metrics to gauge interest in diverse types of events and promotional content.
- Identify local and regional competitors to understand what other entertainment venues offer and where Ionia Theatre can differentiate itself.



DEVELOP A COMMUNICATIONS PLAN:

A structured communications strategy will help the Ionia Theatre engage the community, increase attendance, and develop a sustainable marketing approach.

Create a Comprehensive Plan

1. Define goals and objectives:
 - Increase attendance by X% over the next year. Set a target goal.
 - Improve community engagement through digital and in-person interactions.
 - Establish Ionia Theatre as a cultural and entertainment hub in the region.
2. Craft key messages focused on:
 - The theatre's historic charm and role in the community.
 - Unique entertainment experiences available at the theatre (e.g., The Ionia Theatre is more than just movies).
 - The impact of attending and supporting local arts and entertainment.
3. Identify current and potential communication channels:
 - Social Media: Facebook, Instagram, YouTube, and X (formerly Twitter).
 - Email Newsletters: Monthly updates on upcoming events and special promotions.
 - Community Partnerships: Collaborate with local schools, senior centers, and businesses for joint promotions.
 - Traditional Media: Utilize local newspapers, radio, and community bulletin boards.
 - In-Theatre Promotions: Display upcoming events, loyalty program details, and member benefits during showings.

RECOMMENDATIONS

Assigning Roles and Responsibilities

A communications plan is only as good as the resources assigned to support it. Ensuring the appropriate human capital is assigned to lead key plan roles will help support plan effectiveness and accountability. Roles should include, but not be limited to:

- Marketing & Communications Lead: Oversees messaging, digital strategy, and social media campaigns.
- Community Outreach Coordinator: Builds relationships with schools, businesses, and local organizations.
- Event Manager: Ensures that promotional efforts align with scheduled programming and ticketing strategies.
- Volunteer & Street Team Coordinator: Organizes volunteers and ambassadors to spread awareness through grassroots efforts.

These roles can often be supported by trained volunteer resources. Such volunteer roles should be explored and discussed further as the community discusses the future of the Theatre Ad Hoc Committee.

Recommended Next Steps for Strengthening Communications:

1. Execute a phased approach: Start with research and immediate engagement strategies, then refine based on feedback.
2. Pilot new programming ideas: Use data from surveys and focus groups to introduce trial events and monitor their success.
3. Strengthen digital presence: Invest in consistent social media engagement, video content, and interactive elements.
4. Develop membership and loyalty programs: Provide incentives for frequent attendees and community supporters.
5. Evaluate success through metrics: Track attendance, audience engagement, and marketing effectiveness regularly.

RECOMMENDATIONS

CREATE THEATRE NONPROFIT & BOARD:

Much of the Ad Hoc Committee's discussion kept circling back to creating a nonprofit that is associated with the Theatre. There are a host of ways that a nonprofit could be structured and the strategic priorities the nonprofit would be created to address. A new nonprofit might play a supporting community engagement role, an operational role, or even an ownership role. There are pros and cons to each approach and such roles could and should evolve over time. It is recommended that at this stage of reimagining the theatre, such efforts should start slow and evolve as the nonprofit matures.

It is advisable, if created, that the new nonprofit board not only includes those passionate about the theatre, but those strategic collaborators who have the potential to help bolster the theatre's success through their roles and relationships. Consider board members that represent:

- Ionia Public Schools
- Ionia County Community Foundation
- Large industry such as Herbruck's
- Civic Clubs such as Rotary

"Friends of the Ionia Theatre"

Bolster the theatre's membership/sponsorship programs. Such programs should offer everyday citizens, corporate community cheerleaders, and everything in between, a chance to support the theatre outside of patronage. Various levels of membership/sponsorship should offer benefits scaled to sponsorship levels. Ideas might include discounted concessions, members only private screenings, first access to tickets to premiere events and movie releases, or tickets to support corporate culture prizes.

It should be noted that the theatre's existing programs have seen low levels of participation. Utilize the Market Research recommendations above to better understand community and patron sentiment towards the theatre's existing efforts such as:

- Theatre Loyalty Program: A \$2 rewards card allows patrons to earn points towards free movie tickets.
- Theatre Donor Program: Six donor levels are currently offered by the theatre as outlined below:
 - Friend - \$100 to \$999 (12)
 - Patron - \$1,000 to \$4,999 (31)
 - Contributing - \$5,000 to \$9,999 (1)
 - Benefactor - \$10,000 to \$24,999 (0)
 - Legacy - \$25,000 to \$49,999 (3)
 - Visionary - \$50,000+ (2)

RECOMMENDATIONS

“Friends of the Ionia Theatre” continued...

The program’s largest contributions come from State Grants and both City and DDA contributions.

Reviewing the theatre’s [donation information](#), there are no “benefits” associated with each donor level other than recognition. The Ad Hoc Committee hosted the Executive Director of Tibbit’s Oprah House. Note their [membership](#) and [sponsorship](#) pages with benefits provided at each level with clarity on said benefits.

- Volunteer Benefits: According to Committee Members, benefits of volunteering include a free movie, small popcorn, and soda for volunteering at shows. However, no such benefits are noted on the [theatre website](#). It is unclear what efforts are being made to advertise volunteer opportunities and the associated tangible and intangible benefits.

EXPLORE CAPITAL FUNDRAISING OPPORTUNITIES:

A key role that a new nonprofit could play would be to support capital fundraising efforts. Oftentimes it can be easier when donations are collected through a nonprofit verse directly through the city making the tax benefits of donating clearer.

Creating a nonprofit is not overly burdensome but will require time and resources. Again, there is a compelling case for the continued engagement of the Ad Hoc Committee to support such efforts. The nonprofit could be a standalone entity, or be a function of the City or DDA, which would not be out of the ordinary. The Michigan Nonprofit Association provides a great resource on [How to Start a Nonprofit](#).



RECOMMENDATIONS

THE IONIA THEATRE AND THE CASE FOR ALCOHOL SALES:

The historic Ionia Theatre is a beloved cultural and entertainment hub in downtown Ionia, offering a mix of first-run movies, classic films, live performances, and community events. Adding alcohol sales to the theater's offerings could:

1. Enhance Patron Experience: Modern theaters and entertainment venues often serve alcohol, and offering this option could make the Ionia Theatre more appealing, particularly for adults attending evening events.
2. Generate Additional Revenue: Alcohol sales would provide much-needed financial support for the theater's programming, maintenance, and community initiatives.
3. Attract Event Rentals: Serving alcohol could make the Ionia Theatre a more desirable venue for private events, such as weddings, corporate meetings, and celebrations.
4. Revitalize Downtown: Expanded offerings at the theater would contribute to downtown Ionia's growth by attracting visitors and supporting nearby businesses.

Michigan Liquor License Types as they May Apply to the Ionia Theatre

Class-C License

- Definition: A Class-C license is a permanent liquor license that allows the on-premises sale and consumption of beer, wine, and spirits. These licenses are typically issued to businesses like restaurants, bars, or entertainment venues.
- Requirements: This license requires approval from the Michigan Liquor Control Commission (MLCC) and may also need local government approval. Class-C licenses are limited in number within each municipality, and in the City of Ionia, there are currently no available licenses. However, there are a few inactive licenses in the city that have not reported revenue in the past couple of years, which might present an opportunity for purchase or transfer.
- Utilization for a Non-Profit Movie Theatre: If the non-profit organization owning the Ionia Theatre were able to secure a transfer of one of the inactive Class-C licenses, they could sell alcoholic beverages during movie screenings, live performances, and special events. This would require compliance with operational requirements, including staff training, zoning laws, and creating designated consumption areas.

RECOMMENDATIONS

Michigan Liquor License Types as they May Apply to the Ionia Theatre continued...

Special License

- **Definition:** A Special License is a temporary liquor license granted to non-profit organizations for specific events. These licenses allow the sale and consumption of alcohol on the premises for the duration of the event, typically up to 7 days. Special Licenses are not renewable and must be applied for each event.
- **Requirements:** Non-profits must prove their charitable status (e.g., 501(c)(3)) and submit an application to the MLCC with event details. Local government approval may also be required.
- **Utilization for a Non-Profit Movie Theatre:** The Ionia Theatre could apply for Special Licenses to sell alcoholic beverages during one-time events such as film festivals, fundraising galas, or themed movie nights. This approach allows the theater to offer alcohol for specific events without the commitment and cost of a permanent license, making it a flexible and cost-effective option for occasional sales.

Downtown Liquor License

To support redevelopment efforts, particularly in downtowns, PA 501 of 2006 created Redevelopment Liquor Licenses. There are specific provisions that must be met to qualify for the application process. Required provisions include:

1. **Investment Requirements:** In smaller communities, the required investment is \$1,000,000 per 1,000 people. For Ionia, the DDA District would need to have seen a total investment of \$12,249,000.
2. **Rehabilitation Requirements:** The building where the license would be used requires a minimum of \$75,000 investment in rehabilitation or restoration within the past five years or committed to a capital investment to be spent before the license is issued.
3. **Local Government Approval:** The local government (city, village, or township) must pass a resolution supporting your application. This step is crucial as it demonstrates community backing for the business.
4. **Application Process:**
 - a. **Resolution:** Obtain a resolution from the local government.
 - b. **Forms:** Submit the resolution along with the Retailer License & Permit Application (LCC-100) and the New On-Premises Redevelopment or Development District License Questionnaire (LCC-109b) to the Michigan Liquor Control Commission (MLCC).
 - c. **Review:** The MLCC will review the application, ensuring all criteria are met.

RECOMMENDATIONS

Downtown Liquor License continued...

5. The license fee is \$20,000, with potential additional fees depending on the specific licenses and permits requested.
6. Operational Requirements: The business must be open to the public for at least 10 hours a day, five days a week, and at least 50% of total sales must come from food.

Redevelopment Liquor Licenses were designed to support redevelopment and rehabilitation in defined redevelopment districts such as a DDA. The availability of such licenses can be leveraged to attract and support businesses with what is oftentimes a lower cost alternative to a Class-C License, contributing to local economic growth and revitalization.

Civic Auditorium Designation

- Definition: Under Michigan law (MCL 436.1509), the MLCC allows municipalities to designate facilities as civic auditoriums. This designation enables the on-premises sale and consumption of alcohol without requiring one of the limited Class-C licenses. Civic auditoriums are typically venues that provide cultural, educational, and entertainment opportunities to the community.
- Requirements:
 - The municipality must adopt a resolution designating the Ionia Theatre as a civic auditorium.
 - The non-profit would need to comply with MLCC regulations for operating a civic auditorium, including filing the appropriate applications and adhering to liquor control laws.
 - Local government and community support are essential for this designation.
- Utilization for a Non-Profit Movie Theatre: This route provides a streamlined and potentially faster way for the Ionia Theatre to legally serve alcohol during its events without requiring the transfer or acquisition of a limited Class-C license. Alcohol could be served at a variety of events, such as movie screenings, live performances, fundraisers, and private rentals, creating a consistent revenue stream.

Key Challenges and Opportunities in Ionia

While there are no available Class-C licenses in Ionia, the presence of inactive licenses offers a potential avenue for acquisition. However, designating the Ionia Theatre as a civic auditorium under MCL 436.1509 appears to be the most straightforward and sustainable option. This approach bypasses the limited license availability, avoids the event-specific restrictions of Special Licenses, and aligns with the theater's mission as a community-focused non-profit organization.

RECOMMENDATIONS

Key Challenges and Opportunities in Ionia continued...

Recommendations

1. City Attorney Review: Before pursuing any of these options, it is strongly recommended to consult with the City Attorney to ensure compliance with local ordinances and state laws.
2. Confirmation with the MLCC: Contact the MLCC to confirm the process for each option, particularly the steps involved in designating the Ionia Theatre as a civic auditorium under MCL 436.1509.

Other Considerations

When evaluating the incorporation of alcohol sales into the Ionia Theatre's business strategy, the costs associated with such additional operations should also be considered. Such as insurance, but more importantly the required training and staffing arrangements that may be necessary.

In Michigan, liquor license holders must ensure that their staff undergoes specific training to comply with state regulations. These requirements include:

- Mandatory Server Training: All new on-premises licensees or those transferring more than 50% interest in an existing on-premises license must complete an approved server training program.
- Supervisory Personnel: At least one server-trained supervisory person must be on duty during all hours when alcoholic beverages are served.

Volunteer servers and supervisory personnel may be used; however, they must meet the same training and legal requirements regardless of whether they are paid employees or volunteers. This includes completing an approved server training program and adhering to all state regulations regarding the sale and service of alcohol. Should the theatre pursue such volunteer activities, be sure to engage with the City Attorney and review insurance coverages to limit volunteer exposure to liability.

The strategic incorporation of alcohol sales and taking the necessary legal steps, can enhance the Theatre's offerings, strengthen its financial sustainability, and support the ability to continue service as a vital part of the community's cultural and social fabric.

RECOMMENDATIONS

STRATEGIC INVESTMENTS:

The City's resources for Capital investments have historically been limited, and recent inflationary trends have exacerbated the challenge of meeting capital needs, not only for the City of Ionia but also for communities nationwide. Tough decisions must be made, balancing "needs" versus "wants," even when those wants enhance quality of life.

For the Ionia Theatre, many of its capital improvement priorities could be considered both wants and needs. These capital improvements directly impact the Theatre's ability to operate, adapt to changing markets, and host revenue-generating programs and events.

Furthermore, in recent years, resources intended to support Theatre Capital Improvements have been redirected towards Theatre operations. There are multiple funding strategies that could be explored by the City of Ionia. Through strategic community engagement and communication, evaluate capital funding approaches such as:

- **Membership Program:** As noted above. Membership and sponsorship benefits need to be clearly articulated to potential donors. This would include ideas such as a dollar bill that demonstrates the amount per dollar that goes towards operations versus capital.
- **Planned Gifts:** A planned financial or estate gift is a donation arranged in advance, often as part of a donor's estate plan, to provide long-term support to a nonprofit organization. These gifts can include assets like property, retirement savings, or insurance benefits.
- **Capital Campaign:** Focused fundraising efforts on specific, tangible needs. Collaborate with the City Attorney to ensure that contributions qualify as non-profit donations and are tax-deductible.
- **Recreation Millage:** The Theatre has previously been considered part of the City's Parks and Recreation facilities. Assess community interest in implementing a millage to support recreation facilities and/or operations.
- **Voted Bond:** Depending on the Theatre's needs and other municipal requirements, consider proposing a voted bond. A voted bond often garners more support due to its specific and tangible nature compared to a millage.

DEVELOP NEW PROGRAMMING:

As discussed, diversifying the program offerings available through the Ionia Theatre is essential for enhancing revenue streams and attracting new patrons. However, creating and managing new and innovative programs requires considerable time and resources.

RECOMMENDATIONS

The committee has proposed numerous ideas for programming and promotions. Additionally, market data and survey responses will provide further insights informing new program ideas. While there may be an inclination to undertake multiple initiatives, it is advisable for staff, the committee, and other volunteers to concentrate on identifying and focusing on a select few initiatives to start. Develop and implement these select new programs with excellence, focusing on achieving small victories. Small victories help build momentum. Such examples could include:

- **Community Engagement:** Host community events such as local talent showcases, workshops, or educational programs. This can help build a loyal audience base and keep the theatre active even during off-peak times.
- **Collaborations and Partnerships:** Partner with local schools, businesses, and other nonprofits to co-host events. This can help share resources and attract a wider audience.
- **Special Events and Festivals:** Organize themed festivals, film screenings, or special performances that can draw in crowds. These events can be marketed as unique experiences that are only available during certain times of the year.
- **Utilize Digital Platforms:** Stream performances or host virtual events to reach a broader audience. This can also include online workshops or Q&A sessions with artists.

Such strategies could be particularly leveraged during slow times of the year to drive patronage and revenues. A more extensive list of committee-generated ideas is available in Appendix iv.

As both momentum and resources grow, consider a Volunteer Special Events & Programs Coordinator or collaborating with other organizations to provide this level of support. Special events and programs demand substantial resources. Failing to allocate the necessary resources could adversely affect the Theatre's efforts to diversify its cultural recreation offerings.



RECOMMENDATIONS

LIVE ENTERTAINMENT:

There was significant discussion by the Committee about the potential to more aggressively leverage the theatre's acoustics to bolster interest in hosting additional live entertainment opportunities. In 2022, the theatre conducted a study of the theatre's current acoustic conditions. The space is described as very "live," which is suitable for live music performances. However, the high reverberation time (RT) that benefits live music can be detrimental to other uses, such as movie presentations and speech-heavy events.

It was also noted that the theatre's high RT is more appropriate for live music performances, yet the recommended acoustic treatments, which aim to reduce RT for movies and speech intelligibility, may also benefit amplified live music performances.

The Committee hosted experienced Live Event Promoters for a tour and discussion regarding the theatre and its live performance potential. In general, the theatre was seen to be a great venue with a large stage and fantastic acoustics. However, many challenges were also discussed about the music industry such as event promotions, prepayment/deposit requirements, financial risks, lack of performer housing options, and more.

With further study, adequate resources, and a better understanding of market preferences and interest in live entertainment, there appears to be a clear opportunity to amplify the role that live entertainment plays in the theatre's operations. Partnering with a third-party promotor who understands the regional market and live entertainment trends may help limit the theatre's exposure to financial risks if it is done in conjunction with the implementation of a robust communications and marketing strategy.



CONCLUSION

The Ionia Theatre exemplifies the enduring impact of the arts and the significance of preserving historic landmarks. Having transformed from its inception as a Vaudeville and movie theatre in 1931 to a contemporary multi-functional venue, its history is one of resilience, innovation, and community spirit. As the Ionia Theatre continues to evolve and adapt, it remains a vibrant emblem of Ionia's cultural heritage.

However, the Ionia Theatre and the legacy of community investment and passion is at risk. The theatre needs a resurgence in community passion and a “roll up the sleeves attitude,” much like that seen in the early 1980’s. Only through such a surge in passion can the DDA and City hope to ignite the interests of new and future generations of community members to carry and protect this legacy long into the future.



APPENDICES

- 1.City Memo
- 2.Speaker Profiles
- 3.Meeting Notes
- 4.Ideas Inventory
- 5.Market Data (available separately)

APPENDIX i: CITY MEMO



TO: Mayor Balice and City Councilmembers

FROM: Precia Garland, City Manager 

DATE: July 20, 2023

RE: Ionia Theatre

Current Financial Situation:

When the FY23-24 budget was approved in May, we discussed concerns regarding financial outlook for the Ionia Theatre Fund. For reference, I've attached the PowerPoint slides that provided basic information regarding FY23-24 anticipated revenues and expenditures. A chronic problem the theatre has is an **operating gap**, meaning operating revenues do not cover operating expenses. For FY 23-24, the gap is expected to look like this:

\$196,600 – Revenues
\$283,200 - Expenditures
(\$ 86,600) - GAP

During fiscal years 19-20, 20-21, and 21-22, either General Fund contributions (due to Covid) or the Shuttered Venues Grant helped to subsidize operations, thus injecting some much-needed cash and staving off a negative cash fund balance at fiscal year-end. However, no such subsidy occurred in the fiscal year just ended (FY22-23) and the projected operating gap is as follows (unaudited):

\$223,308 – Revenues
\$346,428 – Expenditures
(\$123,120) – GAP

Given the above performance for FY22-23, we estimate a remaining cash fund balance of \$52,610. With the expected operating gap of \$86,600 in FY 23-24, we currently expect a negative fund cash balance at the end of FY23-24 of (\$33,990). While net position will still be positive due to theatre assets (building and equipment) less depreciation, the fund will have no operating cash and in fact, will likely owe a “due to” liability to the General Fund, unless a subsidizing transfer from the General Fund is approved, or funds currently earmarked for capital projects are instead used to subsidize the operating gap.

Historical Gap Analysis:

The Ionia Theatre has consistently experienced an operating gap over the majority of the past nine fiscal years. Here are the numbers, in summary (detail is provided in the attached spreadsheet):

FY	2015	2016	2017	2018	2019	2020	2021	2022	2023
Revenue	\$ 278,677	\$ 297,603	\$ 279,007	\$ 263,311	\$ 283,812	\$ 400,494	\$ 185,495	\$ 509,588	\$ 223,308
Expense	\$ 312,299	\$ 342,411	\$ 333,436	\$ 313,568	\$ 326,027	\$ 294,233	\$ 209,934	\$ 339,588	\$ 346,428
GAP	\$ (33,622)	\$ (44,808)	\$ (54,429)	\$ (50,257)	\$ (42,215)	\$ 106,261	\$ (24,439)	\$ 170,000	\$ (123,120)
Cash	\$ 36,350	\$ 59,135	\$ 56,320	\$ 50,525	\$ 42,669	\$ 45,928	\$ 41,503	\$ 165,160	\$ 52,610

Cash balance does not directly correlate to the operating gap because of variable annual asset depreciation and capital purchases that do not show as expenditures. It should be noted that since FY19-20 the DDA budget has included a capital outlay account for Theatre capital projects. The revenue for this subsidy is derived from a dedicated City property tax mill, which was previously levied for street improvements but reassigned to the theatre when the County passed its county-wide road millage and the City received its proportionate share. The County millage is up for renewal this year and should it not pass, then Council will likely have to reconsider if this one property tax mill will be continue to be used for Theatre capital projects or be rededicated to street projects. Today, one mill generates approximately \$125,000 in revenue; we've been allocating \$100,000 of that to Theatre capital projects.

Capital Projects Transfer In (subsidy)

As noted above, since FY19-20, the Theatre Fund has received a contribution from other funds (DDA and General Fund) for capital projects. During the Covid fiscal years, part of this funding was used to cover the expanded operating gap.

FY23-24 includes another \$100,000 appropriation in the DDA fund intended for Theatre capital projects. However, what is now obvious is that if Theatre operations are to continue, most of that appropriation will need to be reassigned to cover the gap between operating revenues and expenses – as the budget currently stands, we see expect an \$86,600 operating gap in FY23-24.

The City's Capital Improvement Plan includes \$550,000 in various capital projects for the Theatre, which are detailed as follows by fiscal year:

FY	Project	Cost
23-24	House One Improvements	\$ 100,000
23-24	Restroom upgrades	\$ 40,000
24-25	Movie Project Equipment	\$ 140,000
25-26	Main Roof Replacement	\$ 95,000
26-27	Dressing Room and Roof Repairs	\$ 95,000
27-28	Stage Improvements	\$ 80,000
		\$ 550,000

We recently wrote a grant for Theatre capital projects that includes the above-noted movie projection equipment and stage improvements, plus a few other amenities that were added to try to boost the competitiveness of the grant application. We will hear if the grant is approved (or not) in September. The application included a total project cost of \$525,000 with \$275,000 in grant funding; \$250,000 local match.

As noted above, absent additional funding for Theatre capital projects, most of the annual capital appropriation of \$100,000 is about to be consumed instead by the operating gap, to the tune of \$75,000 to \$85,000 per year. If we are not making capital improvements to the building and related equipment, within a few years, the Theatre will reach a state of disrepair that makes it inoperable.

This reality begs numerous policy questions City Council must consider for the current FY23-24 and future fiscal years. These questions include:

1. We have historically considered the Ionia Theatre as part of our recreational offerings in the city. Is that an appropriate classification? Is this a public good that should be funded through taxpayer dollars?
2. The subsidy to continue theatre operations plus necessary capital projects is realistically in the range of \$175,000 to \$200,000 per year, almost double what it has been in recent years. If the one-mill dedicated for capital projects continues, where will the balance of monies come from to cover the theatre operating gap? Is it taken from the General Fund, creating opportunity costs and potential funding shortfalls for other public goods and services? Is it time to implement a one-mill property tax levy for recreation operations, as is permitted under the City Charter?
3. Are there other ways in which to increase theatre operating revenues besides increasing ticket prices, which will likely have a nominal impact at best, since 60% of ticket sale revenue goes to the movie companies?
4. Should other forms of theatre ownership be explored, such as ownership by a private, nonprofit organization?
5. Can a "Friends of the Theatre" group be encouraged to form, which would conduct fundraising activities to benefit the theatre?

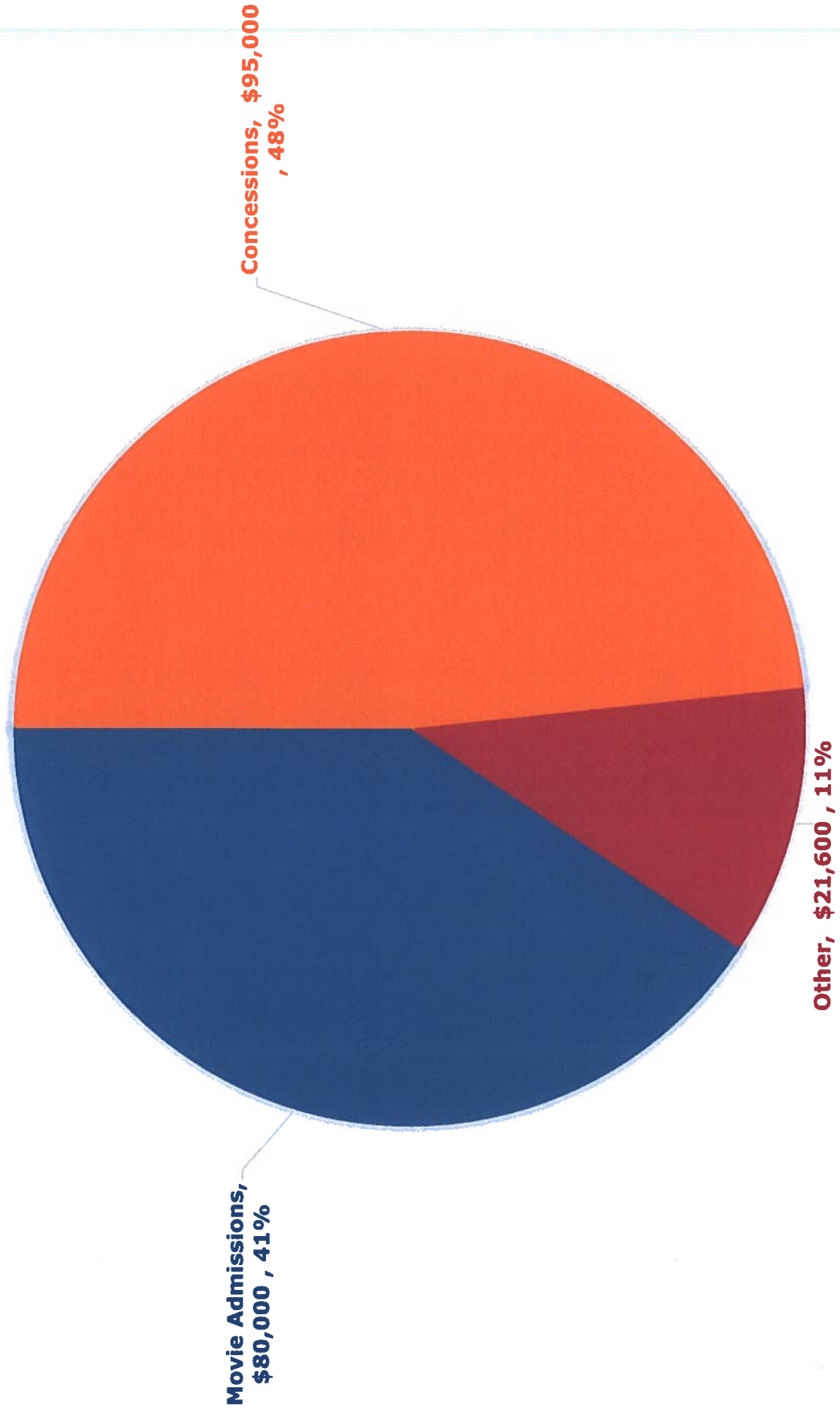
There are likely more questions than these to be considered but hopefully this will generate some thought and discussion regarding what is the path forward for the theatre. Please provide the mayor and/or me with feedback regarding how you would like to proceed to further examine and discuss this issue. A reasonable option is to add it to a future council agenda, or to schedule a special work session meeting, if a majority feel a deeper dive is needed.

Theatre Fund: Revenue Highlights

- ▶ City acquired Ionia Theatre in 1985; operates with 3 FTEs plus volunteers
- ▶ Largest Revenue Source– theatre concessions - \$90,000; ticket sales \$80,000
- ▶ Ticket prices (unchanged since mid 2010s)
 - ▶ Adults - \$7; Adult matinee - \$6
 - ▶ *Students - \$6; Student matinee - \$5
 - ▶ Children (<11) \$5; Child matinee \$4
 - ▶ *Senior pricing same as student
- ▶ Total revenues
 - ▶ FY23 \$195,600; FY24 \$196,600



THEATRE REVENUES
2023-2024: \$196,600



Theatre Fund: Expenditure Highlights

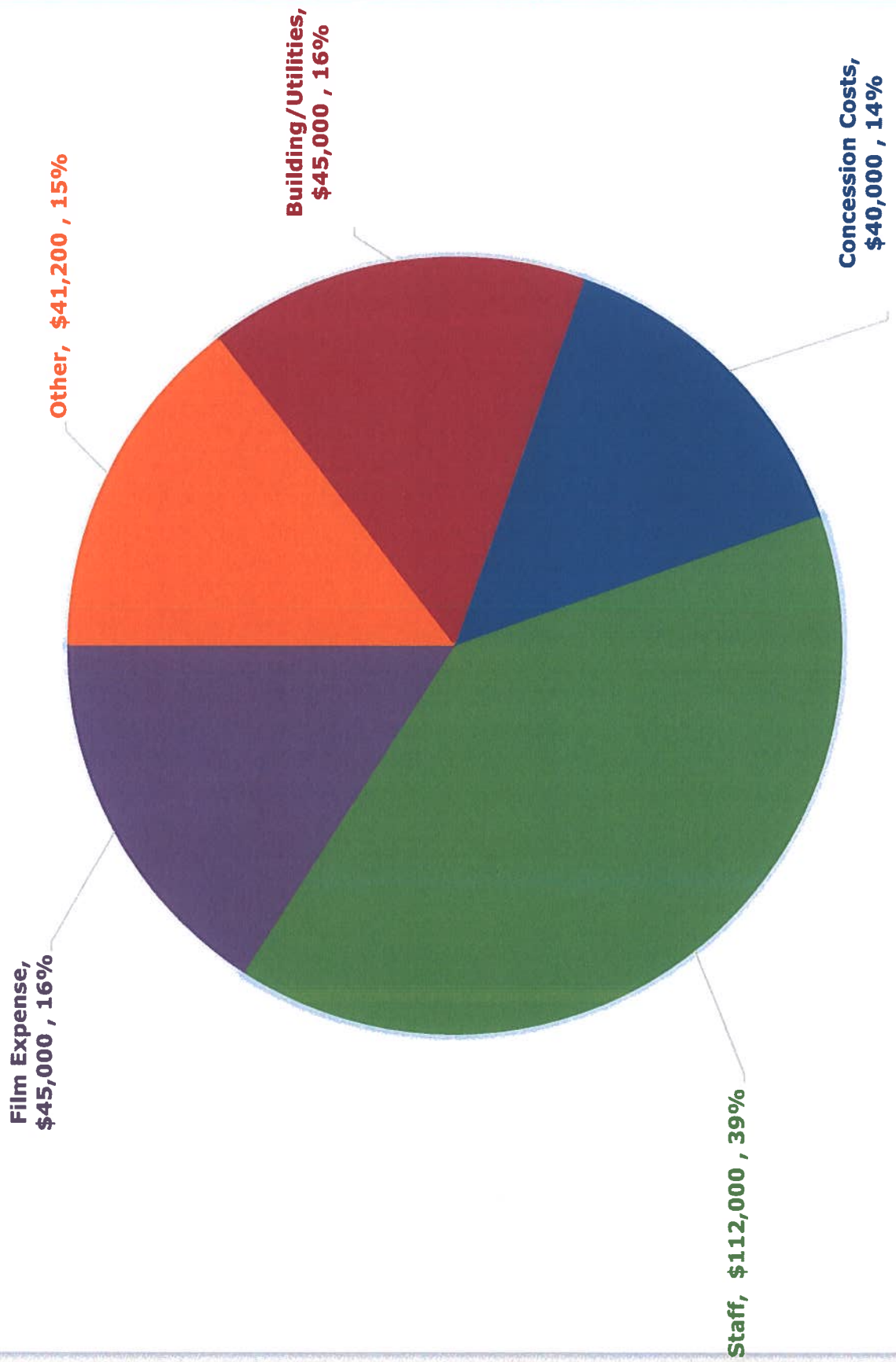
Balanced Budget:

- \$196,600 – Revenues
- \$283,200 – Expenditures
- \$ 86,600 - Gap from fund balance
- ▶ FY24 year-end fund balance projected at \$0
- ▶ FY22 - \$202,000 Shuttered Venues federal grant-will be exhausted by end of FY24

▶ Theatre Fund – Critical sustainability issue

- ▶ Needs more revenue to continue operations
 - ▶ Ticket price and concession price increases currently under review
 - ▶ City currently levies 1.0 mill dedicated to theatre capital projects; generates \$120K annually – consider reassigning \$75K to operations
 - ▶ Seek grants/fundraising events for theatre capital projects

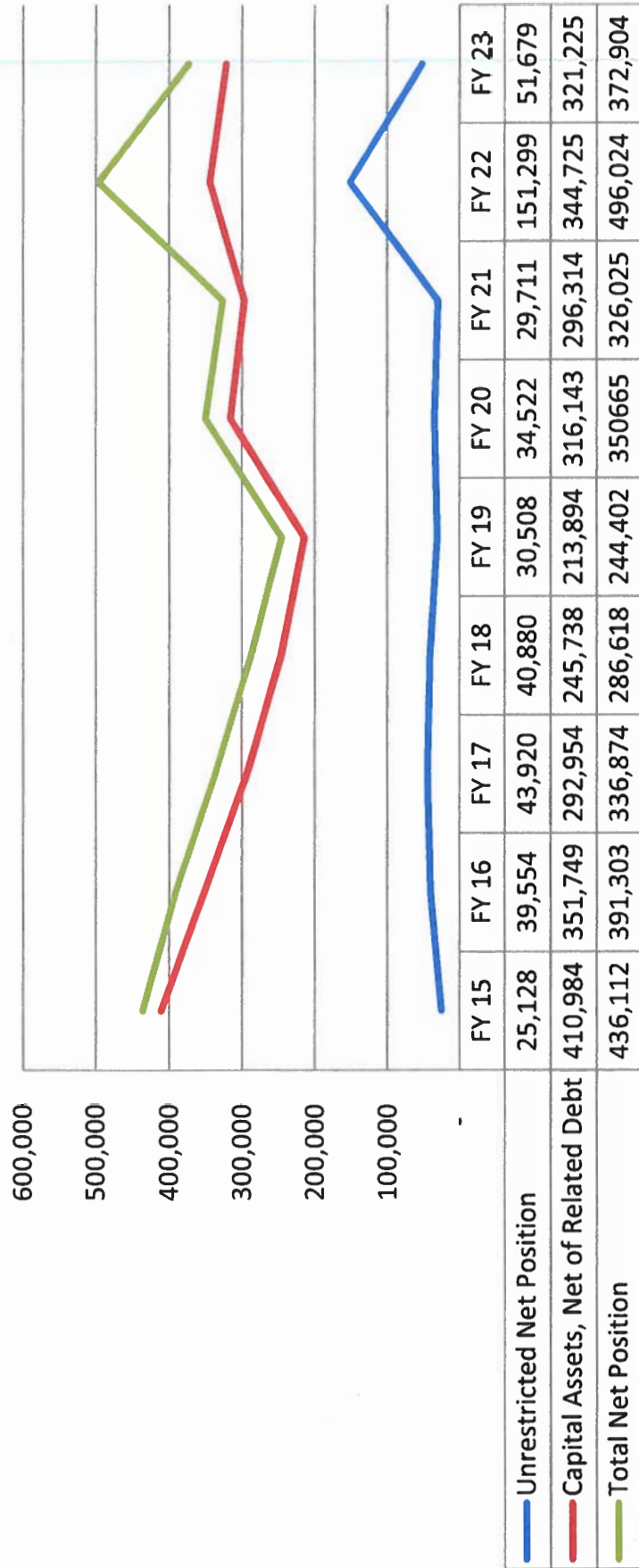
THEATRE EXPENDITURES 2023-2024: \$283,200



City of Ionia - Theatre Fund

Description	BALANCE AS OF 06/30/2015	BALANCE AS OF 06/30/2016	BALANCE AS OF 06/30/2017	BALANCE AS OF 06/30/2018	BALANCE AS OF 06/30/2019	BALANCE AS OF 06/30/2020	BALANCE AS OF 06/30/2021	BALANCE AS OF 06/30/2022	BALANCE AS OF 06/30/2023
REVENUES									
FEDERAL GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	201,929.57	0.00
MOVIE ADMISSIONS	127,269.42	132,278.00	131,044.79	124,800.09	125,390.75	82,377.00	20,053.00	89,346.25	80,737.75
MOVIE CONCESSIONS	125,706.33	136,265.25	129,133.50	124,012.99	132,507.45	94,674.03	31,665.25	99,489.50	101,855.25
OTHER REVENUE	19,595.69	29,059.80	18,829.09	14,498.07	25,913.73	23,594.35	12,553.68	26,527.42	16,254.82
CONTRIBUTION FROM DDA	6,105.46	0.00	0.00	0.00	0.00	199,848.89	121,022.60	92,295.09	24,460.00
TOTAL REVENUES	278,676.90	297,603.05	279,007.38	263,311.15	283,811.93	400,494.27	185,294.53	509,587.83	223,307.82
EXPENDITURES									
PERSONNEL COSTS	67,138.82	70,852.46	76,222.78	79,184.40	83,317.88	89,188.02	78,602.14	91,838.50	103,674.71
FILM EXPENSE	72,527.29	79,116.10	79,862.19	74,130.91	73,507.73	53,736.04	10,102.64	52,687.19	49,462.67
CONCESSION EXPENSE	37,442.68	41,646.60	37,250.62	34,376.89	41,462.58	28,766.71	13,164.25	36,076.87	40,290.87
PUBLIC UTILITIES	28,853.06	25,046.09	27,866.02	29,356.58	31,804.07	28,801.67	26,908.69	37,678.65	36,656.74
BUILDING REPAIR & MAINTENANCE	14,813.66	32,964.75	20,105.93	16,980.05	15,779.38	15,505.45	10,468.23	24,023.85	21,160.56
DEPRECIATION	59,234.16	59,234.16	58,795.88	47,215.54	36,543.60	37,599.91	40,851.28	46,316.21	48,000.00
OPERATING COSTS - Miscellaneous	32,288.94	33,551.14	33,332.55	32,323.40	43,611.40	40,635.45	29,837.17	50,966.44	47,182.48
TOTAL EXPENDITURES	312,298.61	342,411.30	333,435.97	313,567.77	326,026.64	294,233.25	209,934.40	339,587.71	346,428.03
TOTAL REVENUES	278,676.90	297,603.05	279,007.38	263,311.15	283,811.93	400,494.27	185,294.53	509,587.83	223,307.82
TOTAL EXPENDITURES	312,298.61	342,411.30	333,435.97	313,567.77	326,026.64	294,233.25	209,934.40	339,587.71	346,428.03
NET OF REVENUES & EXPENDITURES	(33,621.71)	(44,808.25)	(54,428.59)	(50,256.62)	(42,214.71)	106,261.02	(24,639.87)	170,000.12	(123,120.21)
BEG. FUND BALANCE	469,732.83	436,111.12	391,302.87	336,874.28	286,617.66	244,402.95	350,663.97	326,024.10	496,024.22
END FUND BALANCE	436,111.12	391,302.87	336,874.28	286,617.66	244,402.95	350,663.97	326,024.10	496,024.22	372,904.01
Capital Purchases that did not show as expenditures									
		-	-	-	4,700.00	139,849.00	21,022.00	94,727.00	24,460.00
Cash	36,350.00	59,135.00	56,320.00	50,525.00	42,669.00	45,928.00	41,503.00	165,160.00	52,609.65

Theatre Fund



BALANCE SHEET REPORT FOR CITY OF IONIA
Balance As Of 08/31/2024

GL Number	Description	YTD Balance 08/31/2023	Beg. Balance 07/01/2024	YTD Balance 08/31/2024
Fund: 250 THEATRE FUND				
*** Assets ***				
250-000.000-001.000	CASH	1,006.22	1,008.30	1,008.74
250-000.000-004.000	PETTY CASH	1,000.00	1,000.00	1,000.00
250-000.000-007.000	COMMON CASH ACCOUNT	47,614.31	(18,848.70)	(31,367.18)
250-000.000-130.000	LAND	46,892.00	46,892.00	46,892.00
250-000.000-136.000	BUILDINGS	1,267,515.60	1,267,515.60	1,267,515.60
250-000.000-137.000	ACCUMULATED DEPREC. BUILDINGS	(1,066,935.78)	(1,066,935.78)	(1,066,935.78)
250-000.000-140.000	MACHINERY & EQUIPMENT	323,691.55	323,691.55	323,691.55
250-000.000-141.000	ALLOWANCE FOR DEPREC.MACH.&EQU	(238,951.77)	(238,951.77)	(238,951.77)
Total Assets		381,832.13	315,371.20	302,853.16
*** Liabilities ***				
250-000.000-202.000	ACCOUNTS PAYABLE	9,142.22	9,621.40	5,366.13
250-000.000-203.000	OTHER SHORT-TERM PAYABLES	0.00	130.00	0.00
250-000.000-214.101	DUE TO GENERAL FUND	0.00	0.00	1,013.06
250-000.000-237.000	SALES TAX PAYABLE	0.00	0.00	510.23
250-000.000-257.000	ACCRUED PAYROLL	0.00	5,210.90	0.00
Total Liabilities		9,142.22	14,962.30	6,889.42
*** Fund Equity ***				
250-000.000-345.000	CONTRIBUTED CAPITAL	422,711.10	422,711.10	422,711.10
250-000.000-390.000	FUND BALANCE CREDIT BALANCE	(33,807.50)	(33,807.50)	(33,807.50)
Total Fund Equity		388,903.60	388,903.60	388,903.60
Total Fund 250:				
TOTAL ASSETS		381,832.13	315,371.20	302,853.16
BEG. FUND BALANCE - 23-24		388,903.60	388,903.60	388,903.60
+ NET OF REVENUES/EXPENDITURES - 23-24		0.00	(88,494.70)	(88,494.70)
+ NET OF REVENUES & EXPENDITURES		(16,213.69)	0.00	(4,445.16)
= ENDING FUND BALANCE		372,689.91	300,408.90	295,963.74
+ LIABILITIES		9,142.22	14,962.30	6,889.42
= TOTAL LIABILITIES AND FUND BALANCE		381,832.13	315,371.20	302,853.16

REVENUE & EXPENDITURE REPORT - CHRIS FOR CITY OF IONIA

Balance As Of 08/31/2024
% Fiscal Year Completed: 16.99

GL Number	Description	End Balance 06/30/2024	YTD Balance 08/31/2023	24-25 Amended Budget	YTD Balance 08/31/2024	Activity For 08/31/2024	Available Balance 08/31/2024	% Bdg't Used
Fund: 250 THEATRE FUND								
Account Category: Revenues								
Department: 000.000								
250-000.000-502.600	FEDERAL GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
250-000.000-533.000	MOVIE ADMISSIONS	73,184.58	18,753.00	80,000.00	18,856.00	6,042.00	61,144.00	23.57
250-000.000-634.000	MOVIE CONCESSIONS	100,846.75	19,975.00	95,000.00	23,860.00	9,120.00	71,140.00	25.12
250-000.000-635.000	LIVE ENTERTAINMENT REVENUE	1,038.40	1,038.40	2,000.00	1,920.50	1,920.50	79.50	96.03
250-000.000-636.001	PREPAID TICKET SALES	335.00	150.00	0.00	0.00	0.00	0.00	0.00
250-000.000-639.000	THEATRE RENTAL	8,275.00	1,500.00	7,500.00	1,000.00	1,000.00	6,500.00	13.33
250-000.000-640.000	ADVERTISING REVENUES	4,301.50	0.00	4,000.00	650.00	650.00	3,350.00	16.25
250-000.000-665.000	INTEREST	497.52	370.78	1,000.00	0.44	0.21	999.56	0.04
250-000.000-675.000	GIFTS DONATIONS	1,796.82	539.13	2,500.00	246.83	53.48	2,253.17	9.87
250-000.000-688.000	OTHER REVENUE	1,445.36	165.50	2,000.00	(110.00)	65.50	2,110.00	(5.50)
250-000.000-699.248	CONTRIBUTION FROM DDA	0.00	0.00	155,000.00	0.00	0.00	155,000.00	0.00
Total Dept 000.000		191,720.93	42,491.81	349,000.00	46,423.77	18,851.69	302,576.23	13.30
Revenues		191,720.93	42,491.81	349,000.00	46,423.77	18,851.69	302,576.23	13.30
Account Category: Expenditures								
Department: 442.000 OPERATIONS								
250-442.000-702.000	SALARY & WAGES	100,489.13	15,487.31	103,000.00	15,960.51	8,493.46	87,039.49	15.50
250-442.000-710.000	PAYROLL TAXES & FRINGE BENEFIT	8,226.43	1,267.60	11,000.00	1,312.64	698.57	9,687.36	11.93
250-442.000-727.000	OFFICE SUPPLIES	1,154.27	30.77	800.00	75.82	55.83	724.18	9.48
250-442.000-728.000	POSTAGE	0.62	0.00	100.00	0.00	0.00	100.00	0.00
250-442.000-729.000	CREDIT CARD FEES	6,454.65	1,784.53	6,000.00	1,013.06	450.35	4,986.94	16.88
250-442.000-732.000	LIVE ENTERTAINMENT EXPENSE	0.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00
250-442.000-740.000	OPERATING SUPPLIES	3,768.60	120.00	3,750.00	210.97	45.00	3,539.03	5.63
250-442.000-801.000	CONTRACTUAL & PROFESSIONAL SEV	11,885.77	2,158.17	18,000.00	3,235.31	796.13	14,764.69	17.97
250-442.000-804.000	FILM EXPENSE	41,662.27	10,191.10	45,000.00	12,682.25	4,680.18	32,317.75	28.18
250-442.000-805.000	CONCESSION EXPENSE	40,955.53	17,852.76	42,000.00	8,642.12	3,704.13	33,357.88	20.58
250-442.000-851.000	TELEPHONE	1,020.00	225.00	1,100.00	195.00	0.00	905.00	17.73
250-442.000-862.000	SUBSCRIPTIONS	366.99	0.00	500.00	0.00	0.00	500.00	0.00
250-442.000-920.000	PUBLIC UTILITIES	30,421.43	3,933.09	35,000.00	3,937.86	1,863.60	31,062.14	11.25
250-442.000-931.000	BUILDING REPAIR & MAINTENANCE	20,942.45	3,069.27	10,000.00	1,148.83	639.43	8,851.17	11.49
250-442.000-956.001	SALES TAX	5,561.99	1,118.66	6,000.00	1,338.57	510.23	4,661.43	22.31
250-442.000-962.200	ADVERTISING - PROMOTION	7,305.50	1,467.24	5,000.00	1,115.99	610.12	3,884.01	22.32
250-442.000-968.000	DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00
250-442.000-980.000	CAPITAL OUTLAY	0.00	0.00	55,000.00	0.00	0.00	55,000.00	0.00
Total Dept 442.000 - OPERATIONS		280,215.63	58,705.50	343,250.00	50,868.93	22,547.03	292,381.07	14.82
Expenditures		280,215.63	58,705.50	343,250.00	50,868.93	22,547.03	292,381.07	14.82
Fund 250 - THEATRE FUND:								
TOTAL REVENUES		191,720.93	42,491.81	349,000.00	46,423.77	18,851.69	302,576.23	
TOTAL EXPENDITURES		280,215.63	58,705.50	343,250.00	50,868.93	22,547.03	292,381.07	
NET OF REVENUES & EXPENDITURES:		(88,494.70)	(16,213.69)	5,750.00	(4,445.16)	(3,695.34)	10,195.16	
BEG. FUND BALANCE - ALL FUNDS		388,903.60	388,903.60	388,903.60	388,903.60		302,576.23	
END FUND BALANCE - ALL FUNDS		300,408.90	372,689.91	394,653.60	384,458.44		292,381.07	

City of Ionia Capital Improvement Project

Fiscal Year: 24-25

Project Title: Movie projection equipment replacement

Department: Theatre

Project Description: Upgrade to 4K digital projectors, processors and associated audio improvements as needed.
Current equipment was installed in 2012 and does not meet today's entertainment requirements and customer expectations.

Project Impact/Benefit: Improved audio and video quality of movie projection.

Operating Fund Impact: Reduced maintenance expense; purchase extended warranties to extend savings

Estimated Cost: \$ 140,000.00

Funding Source for this project: Fundraising/grant \$40,000
Operating Fund \$100,000



City of Ionia Capital Improvement Project

Fiscal Year: 25-26

Project Title: Main Roof Replacement

Department: Theatre

Project Description:

Replace main roof over house one. (large theatre area)
This is a rubber membrane roof last replaced in the late 80's.
The proposed replacement roof will be a rubber membrane material and is expected to last 25 years.
This roof is approximately 14,000 square feet.

Project Impact/Benefit:

Reduced maintenance cost, and a 20 year warranty will be secured on the new roof

Operating Fund Impact:

Negligible

Estimated Cost:

\$ 95,000.00

Funding Source for this project: Fundraising/grant \$20,000

Donations \$10,000

Operating Fund \$65,000



City of Ionia Capital Improvement Project

Fiscal Year: 26-27

Project Title: Dressing room area wall and roof repairs

Department: Theatre

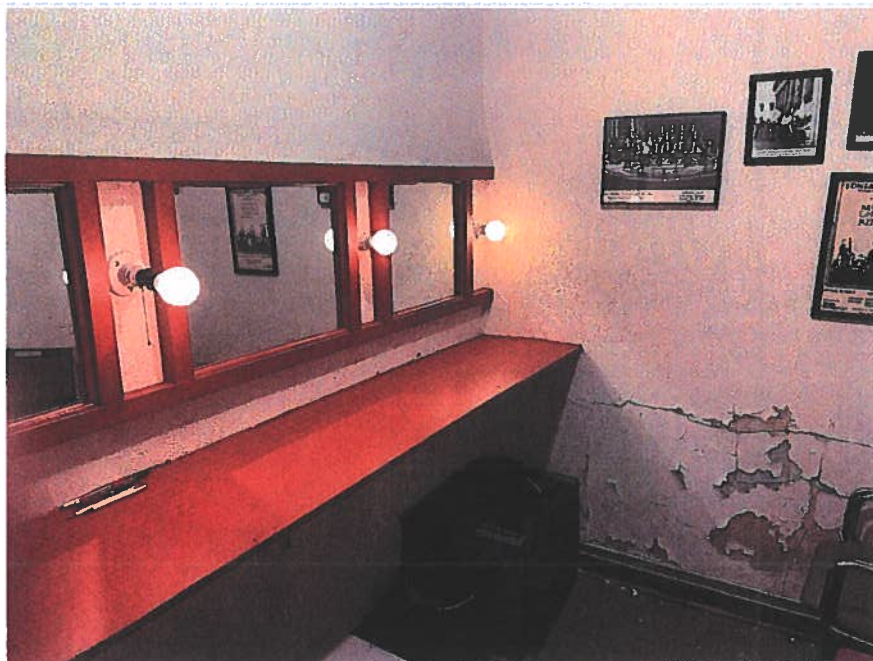
Project Description: Repair outside dressing room wall to stop water penetration. Replace roof over dressing rooms. Repair plaster in rooms and paint. Upgrade electrical outlets in all dressing rooms.

Project Impact/Benefit: Repair and improve appearance of the theatre to ensure long-term integrity/sustainability of building.

Operating Fund Impact: Negligible

Estimated Cost: \$ 95,000.00

Funding Source for this project: Fundraising/grant \$15,000
Donations \$5,000
Operating Fund \$75,000



City of Ionia Capital Improvement Project

Fiscal Year: 27-28

Project Title: Stage Improvements

Department: Theatre

Project Description: Repair or replace stage floor, curtain, exit steel door, stage lighting with LED lighting. These improvements will increase utilization of the stage and modernize the space.

Project Impact/Benefit: Reduced maintenance, repair and improve appearance

Operating Fund Impact: Negligible

Estimated Cost: \$ 80,000.00

Funding Source for this project: Fundraising/grant \$15,000
Donations \$5,000
Operating Fund \$60,000



City of Ionia Capital Improvement Project

Fiscal Year: 28-29

Project Title: House One Improvements

Department: Theatre

Project Description: Finish acoustical plan, paint, plaster bad areas, replace and combine work and house lighting.

Project Impact/Benefit: Improve intelligibility of movie dialogue, beautify, streamline lighting with dimming LED's

Operating Fund Impact: Negligible

Estimated Cost: \$ 100,000.00

Funding Source for this project: Grant \$15,000
Operating Fund \$85,000



City of Ionia Capital Improvement Project

Fiscal Year: 29-30

Project Title: Theatre Restroom Upgrades

Department: Theatre

Project Description: Upgrade all fixtures with donated fixtures by Matt and Jo Ann Johnson. repaint walls, repair all stalls or repair, replace mirrors and dispensers. strip floors and reseal. Replace exterior steel door.

Project Impact/Benefit: Improved appearance, less maintenance required

Operating Fund Impact: Reduced maintenance expense

Estimated Cost: \$ 40,000.00

Funding Source for this project: Theatre Fund



APPENDIX ii: SPEAKER PROFILES

Nate Geinzer, Founder & CEO, Double Haul Solutions, Project Facilitator

About Us | Double Haul Solution

Nate began his local government career in 2005, inspired by a deep commitment to understanding the unique needs of communities and fostering collaboration to drive meaningful progress. As the founder of Double Haul Solutions, he has dedicated his career to helping governments build stronger relationships, align their strategies, and overcome challenges to achieve their goals. Nate's approach is rooted in listening to diverse voices, facilitating understanding, and creating cohesive environments where elected leaders and appointed staff can work together effectively.

With experience partnering with communities like Traverse City, Berkley, Northville, Lexington, Tecumseh, and DeWitt Charter Township, Nate has demonstrated success in strategic planning, interim management, economic development, and organizational leadership. His work focuses on cutting through challenges—whether they stem from misalignment, inefficiency, or broken relationships—and creating a foundation of trust, accountability, and shared purpose.

Christine Delaney, Executive Director, Tibbits Opera Foundation and Arts Council

TIBBITS OPERA FOUNDATION AND ARTS COUNCIL, INC. – MORE THAN JUST A THEATRE

Christine Delaney is the executive director of the Tibbits Opera Foundation and Arts Council, the nonprofit that owns and operates the Tibbits Opera House, built in 1882. She has held the position since 2001, though her history with Tibbits extends more than 30 years, giving her a thorough understanding of the progress and growth of the theatre operations as well as an in-depth appreciation for its restoration journey. She oversees administration, daily operations, general fundraising, grant writing, and programming. Under her leadership (to date) \$4.3 million has been raised and invested in the restoration of the historic theatre. She served as owner representative through two major construction projects including the \$1.2 million award-winning transformation of the theatre's French Second Empire façade.

Tibbits Opera House is a 500-seat theatre located in the rural community of Coldwater, Michigan. With a county population of only 44,000, Tibbits is the only fully equipped theatre and professional arts organization in the county. The program includes self-produced professional summer stock as well as a children's theatre program, professional touring artists, live performance programming for area schools, an art gallery and visual arts events, and a classic film series. The theatre is also a rental facility for approximately 20 area organizations and schools. In 2017 the theatre was occupied 257 days with 92 events.

APPENDIX ii: SPEAKER PROFILES

Cal and Whitney Stone, 2 Stones Events

2 Stones Events

We (Cal Stone and Whitney McClellan-Stone) are passionate about music and how it relates to economic development in communities -- the importance of building and branding a live music series, festivals and other music-related events, as well as the impact it has on the well-being of a community, its residents and business owners.

Our Michigan-based company's roots go back to March 2002 with a Wynton Marsalis fundraising concert at the Brighton Center for the Performing Arts, and we officially incorporated as 2 Stones Events in March 2009. Larger productions have included the Lincoln Center Jazz Orchestra, Marty Stuart & His Fabulous Superlatives, Ramsey Lewis, a Chicago Blues Bash!, James Carter & Mike Morgan, Fernando Ortega, George Winston, and Branford Marsalis.

We present regular music series, like Kittens & Crooners and Turn Up the AMP! in Brighton, but 2 Stones Events also helps area clubs/restaurants and other venues with live music bookings (Brighton Bar & Grill, Baronette Renaissance Hotel Novi, Southfield Town Center, The Main Crossing, Leaf Barley Vine, Mt. Brighton, Hyatt Fireside, Michigan Beer Company, Downtown Main Martini Bar & Grille, The Grapevine, Lake Street Tavern, Aberrant Ales and the Tipping Point Theatre). We also book musicians (and occasionally DJs) for weddings and private and corporate parties throughout the year.

Torri Mathes, Communications and Engagement Specialist, Double Haul Solutions

About Us | Double Haul Solution

Torri Mathes is an accomplished communications professional with a decade of hands-on experience in digital marketing, public relations, community engagement, and management across municipal and nonprofit landscapes. Her expertise lies in guiding, streamlining, and executing strategic communication initiatives. Torri's focus is to empower organizations with effective communication strategies and build stronger audience relationships through transparent communication, collaboration, and community connections. With a Master of Public Administration and a Bachelor of Arts in Journalism, coupled with certifications in emergency management and DEI, Torri brings a unique blend of expertise to the table, ensuring that organizations not only communicate effectively but also resonate deeply with their constituents.

APPENDIX iii: MEETING NOTES

September 24, 2024

Meeting #1 Kick Off

Following a “State of the Theatre” presentation by city staff, the Ad Hoc Committee’s discussions focused on:

Revenue Creation: The ad hoc emphasized the need to find ways to generate revenue for the theatre. This includes exploring various uses for the theatre such as movies/film festivals, live shows, private events, corporate training, weddings, church events, organized fights, recitals, comedy shows, and other community events.

Sustainability: Ensuring the theatre's sustainability for future generations was a major focus. This involves strategic planning and finding ways to maintain the theatre's functionality while preserving its historical significance.

Community Engagement: The ad hoc discussed the importance of engaging the community and showcasing the theatre's life and vibrancy. This includes involving the community in various events and activities at the theatre.

Strategic Planning: The ad hoc highlighted the need for strategic planning to achieve the theatre's goals. This includes setting clear objectives and timelines for various projects.

The discussion also dove into a series of challenges, such as:

Volunteer Shortage: The theatre has lost many volunteers and needs to find ways to attract new ones. This includes creating a "Friends" group to not only increase financial support for the theatre, but to reinvigorate the community with mission-driven energy.

School Collaboration: There is a need for more collaboration with schools to involve students in theatre activities and events.

Market Competition: The theatre faces competition from streaming services and other entertainment options. Finding ways to compete with these alternatives is a significant challenge.

Funding and Amenities: The ad hoc discussed the need for more amenities, such as obtaining a liquor license, to attract more patrons. Additionally, they explored various funding options, including community foundations, arts and theatre related grants, and legacy or estate donations.

APPENDIX iii: MEETING NOTES

October 23, 2024

Meeting #2 Organizational Structure

Guest: Christine Delaney, Executive Director, Tibbits Opera Foundation and Arts Council

Ms. Delaney guided the ad hoc through the organizational models and operations of the Tibbits Theatre in Coldwater, MI. The meeting focused on comparing the Tibbits to other theatres, particularly Ionia Theatre, and the commonalities in challenges that historic theatres are facing across the country. Key discussion points included:

Experience and Background: Ms. Delaney has 40 years of experience with theatres, including 23 years at the Tibbits Theatre. The Tibbits Theatre, established in 1882, has undergone several renovations and transitions over the years, including a shift to film in the 1930s and the creation of a foundation in 1962.

Operations and Programming: The Tibbits Theatre hosts a variety of events, including summer theatre, kids' theatre, concerts, comedy shows, special film screenings, and consistent rentals for 15 organizations. It is the only arts organization in Branch County and has a liquor license, which is highly recommended.

Volunteer Involvement: Volunteers play a crucial role in the theatre's operations, including ushering, concessions, house management, event greeting, office data entry, and organizing auctions and fundraisers. However, there has been a significant decline in volunteer participation post-COVID, leading to more responsibilities being placed on staff.

Funding and Financials: The theatre operates as a non-profit, which provides an advantage in fundraising. It has an annual budget of \$900K, with 53% earned income, and relies on annual membership and community support. The theatre also benefits from being a part of the city's master plan and receives some funding from the city.

Challenges and Opportunities: The theatre has faced challenges, particularly with volunteer participation and financial stability post-COVID. However, it has also seen positive outcomes, such as its ability to continue programming through COVID, increased donations, and positive public relations.

Marketing and Community Engagement: The theatre uses various marketing strategies, including direct mail, Google Ads, social media, and onsite content design. It also engages with the community through surveys, membership engagement, and collaboration with other organizations.

Advice and Best Practices: Ms. Delaney recommended leveraging conversations with donors, involving historic architects to avoid harming the building, and considering the advantages and disadvantages of different organizational structures such as public ownership versus becoming a non-profit.

APPENDIX iii: MEETING NOTES

November 20, 2024

Meeting #3 Live Events

Guests: Cal and Whitney Stone, 2 Stones Events

The meeting covered various aspects of live music, including marketing, programming, and community engagement. Key points discussed include:

Challenges in Marketing and Sales: The hardest part about live events is getting the word out, with post-COVID sales falling off and people waiting until the last minute to buy tickets. Younger audiences tend to wait longer, and tiered ticket pricing, offering things like early bird pricing, can entice early ticket sales.

Programming and Audience Preferences: Tribute bands are currently immensely popular, and country music is the biggest live draw in the area. There is a need to ask younger people what they are looking for in live music events.

Venue and Community Engagement: Event promoters look for a venue that partners in marketing and evaluating demographics to engage the community. Currently the school's events are the primary events that fill the theatre. There is an opportunity to tie in more events to support students.

Examples of Successful Theatres: Examples include the Garden Theatre in Frankfort, Michigan, which has a membership program and charitable giving, and the Elks Theatre in Rapid City, SD, which uses branded merchandise and events like Battle of the Bands for community engagement. Review best practices that would resonate with the Ionia community and apply your own unique twist.

Additional Insights: The meeting also touched on the importance of having a liquor license for events, the need for creative agreements with bands and agents, and the significance of understanding the local market and demographics.

APPENDIX iii: MEETING NOTES

January 22, 2025

Meeting #4 Marketing and Communications

Guest: Torri Mathes, Communications and Engagement Specialist, Double Haul Solutions

The meeting delved into various aspects of Ionia Theatre's communication strategies, audience engagement, and future planning further summarized below:

Communication Values and Focus: The discussion began with an exploration of what drives Ionia's communication values and focus. It was emphasized that attention should be paid to where engagement is being attracted and to shift investments of time to those areas.

Event Ideas and Audience Targeting: Several event ideas were proposed to enhance audience engagement. These included family nights with the schools, costume events, and partnerships with farms or farmers' markets for farm-to-table events. The meeting also covered the best ratio of events versus movies, how this plays out on the audience attendance and revenue side, and whether there should be a transition away from movies. The importance of targeting specific audiences and measuring their interests was also discussed.

Challenges and Community Partnerships: The meeting highlighted several challenges, such as declining movie audiences, lack of strategic planning, and the absence of a liquor license. The state of community partnerships with schools, dance companies, and commission on aging was reviewed. It was noted that schools mostly want movies for elementary kids, and there was a discussion about the misconceptions on what the theatre offers, indicating a messaging gap.

Future Planning and Communication Tools: The need for a communications toolkit, social media strategies, and leveraging community connections was emphasized. The meeting touched on the importance of telling the theatre's story, starting with an audience analysis, and consistently posting general messaging to the theatre's communication channels. There was a mention of hiring an assistant to support communications across the city and building the capacity for effective communication.

Audience Engagement and Feedback: Discussion was held on theater feedback and the role of reviews. It was noted that schools and older adults tend to fill the theatre when there is an alignment between events and community interest, barriers such as the lack of a liquor license is a repeated theme.

Strategic Planning and Programming: There was a mention of the need to work on an annual event calendar and to step in slowly guided by strategic planning.

APPENDIX iii: MEETING NOTES

January 22, 2025

Meeting #4 Marketing and Communications

Guest: Torri Mathes, Communications and Engagement Specialist, Double Haul Solutions

Community Influence and Resources: The meeting highlighted the power and influence of community partners and the importance of leveraging these connections. It was also noted that prioritizing where resources are invested helps manage capacity.

Communication Tools and Campaigns: The need for a communications toolkit was reiterated, along with the importance of designing social media images, understanding the process for obtaining a liquor license, and the benefits of establishing a theatre non-profit group. The idea of building out a campaign and attracting people from outside Ionia was also discussed.

Entertainment and Concessions: The meeting touched on the types of concessions offered. Live entertainment was identified as being the biggest gamble for the theatre, but when successful, live entertainment holds the potential for strong revenues and patronage.

APPENDIX iv: IDEAS INVENTORY

Sure, I can help with that! Here is a cleaned-up and more readable version of your document:

- Junior Theatre Day: Showing a PG movie earlier in the day with a scheduled break in the middle, assisting young viewers and parents to ease into the movie experience.
- Sing-along Showings: Showings that encourage viewers to sing along throughout.
- Dress Up Showings: Encourage themed outfits for viewing, offer a gift card to the “best dressed,” and provide photo booth style opportunities.
- Candlelight Gala: Base ticket with nibbles/drinks, silent auction event.
- Double Show Days: Reduced ticket cost for seeing two regular movies or back-to-back sequels.
- Business Lip Sync Battle: Decade-themed, corporate, or team-building event where participants perform lip sync renditions of popular songs. This could be a well-attended event post-Covid.
- Monthly Themed Showings: Create a calendar for the year including themed showing days like 80’s night, Holiday Favorites, 90’s rom coms, Pixar, etc.
- Dinner and a Movie: Options with local restaurants – potential for partnerships with local establishments or hosting tables and food trucks in front of the theatre.
- Snow Day Showings: Run a movie at noon on snow days or days when schools are closed throughout the regular school year.
- Video Game Contests: Partner with Parks and Rec to provide an opportunity to play video games on the big screens.
- Rent-A-Home Theatre: Allow people to bring in their own movies for parties, etc.
- Dungeons and Dragons Simulcasts: Grand Ledge has a huge following. A company named Critical Role runs it.
- Pajamas and Popcorn Nights: Free popcorn for anyone who wears pajamas.
- Daddy-Daughter/Mother-Son Date Nights
- NFL/NCAA Football Games: What are the licensing needs for such showings?
- Karaoke Nights
- Trivia Nights
- Open Mic Nights
- Promoting Weddings: What more can we do to promote weddings? Would green room improvements support?
- Corporate Events and Birthday Parties: What more can we do to promote?
- Film Festivals
- Create a Film Society: Show indie movies, classics, black and white, home movies, etc. Offer a class in filming?

APPENDIX v: MARKET DATA

Market data available separately.

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VI.3

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Recognition of Ionia Harvest Marketplace as a Nonprofit Organization

Background:

A representative from the Ionia Farmer's Market/Ionia Harvest Marketplace recently contacted the City, seeking local recognition as a nonprofit organization operating in the Ionia community, as required by the State of Michigan Gaming Commission, so that it is then eligible for Charitable Gaming Licenses. The group was previously recognized by the IRS as a 501(c)(3) nonprofit organization in 2021. As noted in their request letter, the Ionia Harvest Marketplace Board intends to conduct raffles to raise funds for the market.

Resolution 2025-07 was prepared in accordance with the preferred format requested by the Bureau of State Lottery to enable the City Council to make the requested nonprofit organization determination.

Requested Action / Motion:

It is requested the Ionia City Council consider a motion to approve Resolution 2025-07, a resolution to recognize a nonprofit organization (Ionia Harvest Marketplace) operating in the community for the purpose of obtaining charitable gaming licenses.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
	Milewski	_____		



**A RESOLUTION TO RECOGNIZE A NONPROFIT ORGANIZATION
OPERATING IN THE COMMUNITY FOR THE PURPOSE OF OBTAINING
CHARITABLE GAMING LICENSES**

The following Resolution was offered for adoption by City Council Member _____
and was supported by City Council Member _____:

WHEREAS, the City of Ionia received a request from the Ionia Harvest Marketplace (IHM) requesting recognition as a nonprofit organization operating in the Ionia community; and

WHEREAS, this recognition is required by the Bureau of State Lottery of the State of Michigan for purposes of obtaining future charitable gaming licenses; and

WHEREAS, the City of Ionia has received proof of the IHM's 501(c)(3) non-profit, tax exempt status by its local Ionia representative; and

WHEREAS, the IHM intends to conduct fundraising activities throughout the greater Ionia community;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Ionia hereby recognizes Ionia Harvest Marketplace, of the City of Ionia and County of Ionia, as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses.

AYES:
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION 2025-07 DECLARED ADOPTED.

Jonathan T. Bowman, City Clerk
Ionia City Hall
114 North Kidd Street
Ionia, Michigan 48846
Telephone No: (616) 527-4170

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Ionia, Ionia County, Michigan at a regular meeting held on April 2, 2025, at 6:30 PM and that the public notices of said meeting were given pursuant to Act No. 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting notice of publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Jonathan T. Bowman, City Clerk
Ionia City Hall
114 North Kidd Street
Ionia, Michigan 48846
Telephone No: (616) 527-4170



March 2025

City Manager Precia Garland
City Council Members
City of Ionia – City Hall
114 N Kidd St.
Ionia, MI 48846

Subject: Request for Recognition of Ionia Harvest Marketplace to Obtain a Raffle License

Dear City Manager Garland and Members of the City Council,

We are writing to formally request that the City of Ionia recognize Ionia Farmer's Market/Ionia Harvest Marketplace as a qualifying non-profit entity for the purpose of obtaining a raffle license.

In order to further support our mission and expand our efforts, we intend to conduct raffles as a means of responsible fundraising. Per the requirements set forth by The Charitable Gaming Division, a formal acknowledgment of our non-profit status from the city is necessary to proceed with the licensing process.

We kindly request that the City Council consider and approve a resolution or provide a formal letter recognizing Ionia Harvest Marketplace as an eligible non-profit organization. This recognition will allow us to apply for and obtain a raffle license, ensuring that our fundraising efforts remain compliant with all applicable laws and regulations.

Thank you for your dedication to our community and for your support of organizations like ours that strive to make a positive impact.

Sincerely,

Ionia Harvest Marketplace Board



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

IONIA HARVEST MARKETPLACE INC
510 S DEXTER ST
IONIA, MI 48846

Date:
07/31/2021
Employer ID number:
86-1943153
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: 877-829-5500
Accounting period ending:
December 31
Public charity status:
509(a)(2)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
February 26, 2021
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053503001851

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Janet P. Hemmery, President 2/19/25

BYLAWS

OF

IONIA HARVEST MARKETPLACE, INC.

The Ionia Harvest Marketplace, Inc. ("Corporation"), a nonstock corporation duly formed under the laws of the State of Michigan, hereby adopts the following Bylaws of the Corporation which shall govern the management and operation of the Corporation's business and the regulation of its affairs, to the extent consistent with the Corporation's Articles of Incorporation ("Articles") and applicable law.

ARTICLE I

PURPOSE

The Corporation is organized and shall be operated for supporting, preserving, and improving the quality of rural life in the Ionia County/Montcalm County area, and the educational and charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, and the specific purposes set forth in the Corporation's Articles of Incorporation.

ARTICLE II

CORPORATE POWERS

Unless the Corporation's Articles of Incorporation provide otherwise, the Corporation shall have the same powers as an individual to do all things necessary or convenient to carry out its business and affairs.

ARTICLE III

NONSTOCK CORPORATION

The Corporation shall not issue shares of stock. No dividend, income, assets, or compensation of the Corporation shall be distributed to the members of its Board of Directors.

ARTICLE IV

NON-MEMBER CORPORATION

The corporation shall have no members.

J.

ARTICLE V
BOARD OF DIRECTORS

1. Governance Responsibilities.

The Board of Directors shall be responsible for the development and maintenance of governing policies for all aspects of organizational operations and ensure compliance with the industry's best practices, legal obligations, and ethical due diligence. The Board shall be responsible for financial stewardship, fund development, strategic direction, self-governance, and program evaluation. In addition, the Board may choose to appoint or hire an executive director to oversee day to day operations.

2. Compensation.

Board members shall receive no compensation for their services but shall be reimbursed for reasonable expenses incurred while carrying out the duty of a Board member.

3. Number and Qualification.

All corporate powers shall be exercised by or under the authority of, and the business and affairs of the Corporation shall be managed under the direction of, the Board of Directors. The Board shall consist of not less than three (3) persons nor more than nine (9) persons who have demonstrated an interest in and concern for, as well as an ability to decide and address issues impacting upon, the Corporation's purposes, objectives, and activities. The members shall have the sole voting power. No person shall be denied membership on the Board by virtue of race, skin color, ethnicity, national origin, gender, age, religion, language, disability, sexual orientation, gender identity, socioeconomic status, family structure, geographic differences, diversity of thought, or life experiences.

4. Elections.

At least one-third (1/3) of the members of the Board of Directors shall be elected by the members then serving at each annual meeting of the Board or at any regular or special meeting of the Board. Each member then serving shall be entitled to one vote for as many persons as there are members of the Board to be elected at that time, and members shall be elected to the Board by a plurality of the votes cast. Any member named to the Board between annual meetings or otherwise to replace a member of the Board shall serve for the unexpired term of the member being replaced. Each member shall hold office on the Board for the term for which he or she is elected and until his or her successor shall be elected and qualified.

5. Nominations.

The Board of Directors shall nominate individuals in good standing for election.



6. Term.

The term of each member shall expire at the third annual meeting of the Board of Directors following the meeting at which they are elected or, earlier if;

- a. such earlier time as is specified at the initial election of such member or
- b. when his or her successor shall have been duly elected and qualified. Despite the expiration of a member's term, such member shall continue to serve until his or her successor is elected and qualifies or until there is a decrease in the number of member.

7. Resignation and Removal.

A member may resign from the Board of Directors at any time by delivering written notice to the Secretary of the Board. A resignation shall be effective when the notice is delivered unless the notice specifies a later effective date. The Board may remove one or more members with or without cause. A member may be removed if the number of votes cast to remove him or her constitutes a majority of the votes entitled to be cast at an election of the Board.

8. Attendance.

Members of the Board of Directors shall be expected to attend all Board and respective committee meetings. A member may, with advance notice, participate in a meeting by conference telephone or other means of remote communication by which all persons participating in the meeting can communicate with each other. Participation in such a meeting shall constitute presence in person as long as the Board Secretary can determine the member is making the communication. A leave of absence from either Board or committee meetings may be granted at the discretion of the Board. Absence of three (3) consecutive board meetings may constitute removal.

9. Vacancy.

If a vacancy occurs on the Board of Directors, including a vacancy resulting from an increase in the number of members, the vacancy may be filled by the affirmative vote of a majority of the remaining members, even though less than a quorum of the Board is present.

10. Annual Meeting.

The Board of Directors shall meet at least annually during the 1st quarter of the year for the purposes of general organization and any other business that may properly be brought before the meeting. The failure to hold the annual meeting during the month stated herein shall not affect the validity of any corporate action.

11. Regular or Special Meetings.

In addition to the Annual Meeting, Regular meetings of the Board of Directors shall be held each calendar quarter, preferably during the months of April, July, and October. Special meetings of the Board may be held upon notice by word-of-mouth, telephone, letter, or electronic mail sent not later than five (5) days nor more than ten (10) days prior to the date of the meeting upon call of the President or Secretary of the Board, or at least two (2) members. Such notice shall state the purpose of the meeting and no other business shall be transacted there unless all members waive such notice.

12. Action, Quorum and Voting.

Action may be taken on a matter by the Board of Directors only at a meeting at which a quorum is present. A quorum of the Board shall consist of not less than a majority of the number of members on the board. If a quorum is present when a vote is taken, the affirmative vote of a majority of members' present is the act of the Board of Directors. Voting by proxy shall not be allowed. Board members may authorize conducting an electronic vote on a specific topic that has been discussed during a previous Board meeting. Results of the vote shall be documented in minutes of the Board meeting at which they are presented.

13. Conduct of Meetings.

The President shall preside over all meetings of the Board of Directors. If the President is not present the Secretary shall preside. If none of the officers are present, a chair shall be elected by the meeting. The Secretary of the Corporation shall act as secretary of the meetings if present. If the Secretary is not present, the officer presiding over the meeting shall appoint a secretary for the meeting. The Board may permit any or all members to participate in a regular or special meeting by, or conduct a meeting through the use of, any means of communications by which all members participating may simultaneously hear each other during the meeting.

14. Action Without a Meeting.

Any action required or permitted to be taken at a Board of Directors' meeting may be taken without a meeting if the action is taken by all members of the Board. The action shall be evidenced by one or more written consents stating the action taken, signed by each member either before or after the action taken, and included in the minutes or filed with the corporate records reflecting the action taken. Action taken under this Section is effective when the last member signs the consent unless the consent specifies a different date, in which event the action taken is effective as of the date specified therein provided the consent states the date of execution by each member. A consent signed under this Section shall have the same effect of a meeting vote and may be described as such in any document.

15. Committees.

The Board of Directors may create one or more committees and appoint members of the Board to chair them. Members of the committees other than the chairperson need not be

members of the Board. Each committee may have two or more members, who shall serve at the pleasure of the Board.

ARTICLE VI

OFFICERS

1. General.

The officers of the Corporation shall consist of a President, Secretary, and Treasurer, and such other officers and assistant officers and agents as may be deemed necessary by the Board of Directors. All officers shall be elected by the Board and shall serve at the pleasure of the Board. Any two or more offices may be held by the same person. A duly appointed officer may appoint one or more officers or assistant officers if authorized by the Board.

2. Resignation and Removal.

An officer may resign at any time by delivering written notice to the Board of Directors. A resignation shall be effective when the notice is delivered unless the notice specifies a later effective date. If a resignation is made at a later date and the Corporation accepts the future effective date, it may fill the pending vacancy before the effective date if the successor does not take office until the effective date. The Board may remove any officer or assistant officer at any time with or without cause, and any officer or assistant officer, if appointed by another officer, may likewise be removed by such officer.

3. Vacancies.

Whenever any vacancies shall occur in any office, the vacancy shall be filled by the Board of Directors.

4. The President.

The President shall be the chief executive officer and shall have active executive management of the operations of the Corporation, subject to the control of the Board of Directors. The President shall preside at all meetings of the Board, discharge all the duties that devolve upon a presiding officer, see that all policies, orders and resolutions of the Board are carried out and perform such other duties as these Bylaws or the Board may prescribe.

5. The Secretary.

The Secretary shall attend all meetings of the Board of Directors and shall have the responsibility for preparing and maintaining custody of minutes of the members' meetings and for authenticating records of the Corporation. The Secretary shall keep or cause to be kept an archive of all meetings, for the purpose a of true and complete record of the proceedings. The Secretary shall be custodian of the records and the seal of the Corporation and shall see that the seal is affixed to all documents, the execution of which on behalf of



the Corporation under its seal have been duly authorized. The Secretary shall attend to the giving of all notices and shall perform such other duties as these Bylaws, or the Board may prescribe.

6. The Treasurer.

The Treasurer shall keep correct and complete records of account, showing accurately at all times the financial condition of the Corporation. The Treasurer shall be the legal custodian of all assets, property, monies, notes, securities, and other valuables that may from time to time come into the possession of the Corporation. The Treasurer shall immediately deposit all funds of the Corporation coming into his or her hands in some reliable depository to be designated by the Board of Directors and shall keep this account in the name of the Corporation. The Treasurer shall furnish at meetings of the Board, or whenever requested, a statement of the financial condition of the Corporation, and shall perform such other duties as these Bylaws or the Board may prescribe.

7. The Market Manager.

The Market Manager shall manage the marketplace(s) operated by the Corporation as prescribed by the Board of Directors. The Market Manager is an ex officio member of all committees.

8. Transfer of Authority.

In case of the absence of any officer of the Corporation or for any other reason that the Board of Directors may deem sufficient, the Board may transfer the powers or duties of that office to any other officer or to any other member or employee of the Corporation.

ARTICLE VII

SPECIAL CORPORATE ACTS

NEGOTIABLE INSTRUMENTS, DEEDS AND CONTRACTS

All checks, drafts, notes, bonds, bills of exchange, and orders for the payment of money of the Corporation; all deeds, mortgages, and other written contracts and agreements to which the Corporation shall be a party; and all assignments or endorsements of registered bonds or other securities owned by the Corporation shall be signed by such officers as the Board of Directors may from time to time direct. The Board may authorize any one of its officers to sign any of such instruments, in behalf of the Corporation, without necessity of countersignature; may designate officers or employees of the Corporation, other than those named above, who may, in the name of the Corporation, sign such instruments; and may authorize the use of facsimile signatures of any of such persons.

ARTICLE VIII

CONFLICT OF INTEREST POLICY

The purpose of the conflict of interest policy is to protect the tax-exempt interest of the Corporation when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or member of the Corporation or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any applicable state and federal laws governing conflict of interest applicable to nonprofit and charitable organizations. (See Appendix A, Conflict of Interest Policy.)

ARTICLE IX

CORPORATE SEAL

The corporate seal shall be in such form as shall be approved by the Board of Directors.

ARTICLE X

FISCAL YEAR

The fiscal year of the Corporation shall be the calendar year.

ARTICLE XI

AMENDMENTS

Any action taken or authorized by the Board of Directors which would be inconsistent with the Bylaws then in effect, but is taken or authorized by the affirmative vote of not less than the number of members that would be required to amend these Bylaws so that the Bylaws would be consistent with such action, shall be given the same effect as if these Bylaws had been temporarily amended or suspended to the extent necessary to permit the specific action so taken or authorized. These Bylaws may be amended or repealed by the vote of at least two-thirds of the members at a meeting at which a majority of the members then in office is present, provided that written notice shall be given of such meeting and shall include (i) notice that an amendment to these Bylaws shall be considered at such meeting and (ii) a fair summary of such amendment to be acted upon.

Article XII

DISSOLUTION AND LIQUIDATION

If the Corporation's purposes fail or if the Corporation ceases to be approved as a tax-exempt organization under the federal internal revenue code, and such defect is not cured by appropriate amendment, or in the event of voluntary dissolution, then all of the Corporation's assets and accumulated income shall be distributed at the discretion of the Board of Directors best



accomplishing the purposes for which this Corporation was formed. An organization receiving such distribution must be qualified as tax-exempt under section 501(c)(3) of the Internal Revenue code of the corresponding provisions of any subsequent federal tax laws. The Corporation shall be dissolved after all its property has been distributed.

ARTICLE XIII

INDEMNIFICATION

Members and officers insurance and commercial general liability insurance shall be maintained with limits to be determined by the Board of Directors. The Corporation shall indemnify any member or officer of the Corporation who was or is a party or is threatened to be made a party to any threatened, pending, or completion action suit, or proceeding by reason of the fact that he or she is or was a member or officer, or is or was serving at the request of the Corporation in another capacity, to the fullest extent permitted by the Michigan Nonprofit Corporation Act. The Corporation may further indemnify members and officers and may indemnify persons who are not members or officers, to the extent authorized by resolution of the Board. A change in the Michigan nonprofit corporation act, the Articles of Incorporation, or these bylaws that reduce the scope of indemnification shall not apply to any action or omission that occurs before the change. Except as otherwise provided by law, a volunteer member or officer of the Corporation is not personally liable to the Corporation for monetary damages for a breach of the member's or officer's fiduciary duty. The Corporation assumes all liability to any person other than the Corporation for all acts or omission of a volunteer member incurred in the good faith performance of his or her duties as a member. The Corporation assumes the liability for all acts or omissions of a volunteer member or volunteer officer, provided that:

- a. the volunteer was acting or reasonably believed he or she was acting within the scope of his or her authority;
- b. the volunteer was acting in good faith;
- c. the volunteer's conduct did not amount to gross negligence or willful or wanton misconduct;
- d. the volunteer's conduct was not an intentional tort, and
- e. the volunteer's conduct was not a tort arising out of the ownership, maintenance or use of a motor vehicle as described in MCL 450.2209 section 209 (e)(v) of Act 162.
- f. the volunteer was not found liable and unentitled to indemnification by a court in a Derivative Action suit.

Any repeal or modification of this article shall not adversely affect any right or protection of any volunteer, member or officer of the Corporation existing at the time of, or with respect to, any acts of omissions occurring prior to or at the time of such repeal or modification.

Effective: March 25, 2021



CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.1

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Payment and Release Agreement

Background:

There are six 425 Conditional Land Transfer Agreements between the City of Ionia and Ionia Township. The agreements contain terms regarding sharing of tax revenues derived from the transferred areas. A recent review of the 425 Agreement that includes the Valley View Apartments determined that some revenues related to the Payment in Lieu of Taxes (PILOT) made by Valley View were not accurately shared between the City and Township from 2018 to 2023, resulting in a net total of \$4,172.26 now owed by the City to the Township.

To correct this situation, the following, "Payment and Release Agreement Between the City of Ionia and Ionia Township" was prepared by the City Attorney, which would resolve the underpayment and release the City from any further liability or claims regarding the matter. A copy of the Agreement has also been forwarded to Ionia Township for its review and action. Additionally, the error that resulted in the net underpayment has now been corrected for current and future tax years.

Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to approve the following "Payment and Release Agreement Between the City of Ionia and Ionia Township," subject to final approval by the City Manager and City Attorney regarding any minor adjustments requested by the Township as to form, which would result in the payment of \$4,172.26 to Ionia Township to correct for previous net underpayment of tax revenues related to the Valley View 425 Agreement.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	___	Starr	___
	Winters	___	Millard	___
	Cook	___	Cowling	___
	Lee	___	Waterman	___
	Milewski	___		

PAYMENT AND RELEASE AGREEMENT BETWEEN THE CITY OF IONIA AND IONIA
TOWNSHIP

This Agreement is made on _____, 2025, by and between the City of Ionia (the “City”) and Ionia Township (the “Township”) (collectively the “Parties”). For and in consideration of the mutual promises and agreements hereinafter set forth, the Parties agree as follows:

RECITALS

Whereas, the parties entered into a “Contract for Conditional Transfer of Property Public Act 425 of 1984,” dated June 13, 2002 (the “425 Contract”);

Whereas, the parties mutually amended the 425 Contract on November 14, 2006 (“First Amendment”);

Whereas, the First Amendment provided that the City would annually pay the Township an amount equal to 2 mills levied against the state taxable valuation of property in the transferred area;

Whereas, the Township discovered that for the tax years from 2018 to 2023 the City failed to pay the Township the 2 mills it was owed under the First Amendment on the following four properties in the transferred area: 643 Crawford, 704 Crawford, 700 N State St, and 672 Morse (collectively the “425 Properties”);

Whereas, the City previously adopted an ordinance to subject certain properties used to provide housing for low income persons and families to a service charge for payment in lieu of taxes (“PILOT”), pursuant to Public Act 346 of 1966;

Whereas, some of the PILOT properties are in the transferred area (hereinafter referred to as the “Bellview Property” and the “Valley View Property”);

Whereas, the City and the Township previously entered into an agreement regarding how PILOT service charges for the Bellview Property and the Valley View Property would be allocated between the City and the Township;

Whereas the Township discovered that for the tax years from 2018 to 2023 the City failed to pay the Township the amounts the Township was owed for the Belleview Property;

Whereas, the City discovered that for the tax years from 2018 to 2023 it overpaid the Township for the amounts it was owed for the Valley View Property; and

Whereas, the Township is agreeable to receive the total sum of \$4,172.26 to resolve any and all disputed claims with the City as to outstanding taxes owed to the Township,

Now therefore, the City and the Township have come to the following agreement to resolve any and all claims related to this matter:

AGREEMENT

1. Payment to the Township. Within five days of the execution of this Agreement by both parties, the City shall pay to the Township the amount of \$4,172.26, representing the amount the Township is owed for the 425 Properties and the Bellview Property, minus the amount it was overpaid for the Valley View Property (the “Payment”).
2. Release. In exchange for the negotiated Payment, the Township agrees to release and forever discharge the City from any and all liabilities, actions, suits, debts, sums of money, damages, demands, claims, counterclaims, and/or causes of action of any kind or nature, which were brought or could have been brought against the City related to or pertaining in any way to the overpayments and underpayments described in this Agreement. The Township further agrees that it will not solicit, claim, or pursue in any other manner any money, damages, demands, claims, counterclaims, and/or causes of action, of any kind or nature, against any third party which relate to or pertain in any way to the overpayments and underpayments described in this Agreement.
3. Property Tax Limitation. The Parties acknowledge and agree that the Township is responsible for ensuring that the receipt of the Payment complies with the Township’s responsibilities under existing property tax limitation laws.
4. Entire Agreement. This Agreement constitutes the entire agreement among and between the Parties regarding the overpayments and underpayments referred to in this Agreement.
5. Governing Law. This Agreement shall be governed by and construed, interpreted, and enforced according to the laws of the State of Michigan, notwithstanding its choice of law principles or any other rule, regulation, or principle that would result in the application of any other state’s law.
6. Binding Nature. The terms and conditions of this Agreement shall be binding upon and inure to the benefit of the heirs, successors, and assigns of the parties hereto and those affected hereby.
7. Counterparts. This Agreement may be executed in duplication, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument which shall represent the agreement of the Parties.
8. Authorization. The undersigned represent and agree that they are authorized by the Party for which they sign to execute this Agreement and that all actions permitted or required by law for such execution and approval have been taken.

The undersigned have read the foregoing Agreement and understand and approve all its terms and conditions and agree to be bound by all its terms and conditions.

CITY OF IONIA

Dated: _____, 2025

John R. Milewski, II, Mayor

Dated: _____, 2025

Jonathan Bowman, City Clerk

IONIA TOWNSHIP

Dated: _____, 2025

Jamie Stephens, Township Supervisor

Dated: _____, 2025

Sheri Lynn, Township Clerk

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.2

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Letter of Agreement Regarding I-Go Transit Services

Background:

Ionia Dial-A-Ride was awarded a \$1,017,655 grant through the 2024 Michigan Equity Mobility Challenge, launched by the Michigan Department of Transportation (MDOT) and Office of Future Mobility and Electrification (OFME). Grant proposals were solicited to address mobility gaps and improve access to education, jobs, health care, nutritious food, and socialization opportunities. The goal was to improve quality of life, while increasing equity and accessibility.

IDART proposed a micro-mobility project called I-Go that will offer one-to-one transportation from origin to destination and will flex operations outside IDART's current hours and service area. IDART was one of six entities awarded funding, which is derived from a combination of Federal and State sources that will cover 100% of capital costs and three years of operating costs at 100% the first year, 85% the second year, and 70% the third year. Passenger fares and community partnerships will be utilized to cover the remaining costs in the 2nd and 3rd year. After the three-year grant term, assuming the program proves successful, it is expected to transition to the regular budget of IDART.

The I-Go program will utilize two modified Chrysler mini-vans, which were authorized for purchase by City Council last December. To operate these vehicles, IDART must hire more drivers. An advantage of the new I-Go program and its associated vehicles is that drivers must possess a minimum chauffeur's license, rather than the higher level CDL-P required for nearly all IDART's regular service vehicles. Because employees of IDART are represented by AFSCME and subject to a collective bargaining agreement (CBA), the City and Union worked together to negotiate a Letter of Agreement (LOA) to define relevant terms associated with this new employee classification. Please note that as of the time of the initial April 2025 City Council Agenda packet release, the LOA was still under development. It will be attached to the Agenda packet prior to the April 2 meeting, or this item will be removed from the April agenda for future action.

Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to approve the proposed Letter of Agreement (LOA) between the City of Ionia and AFSCME Local 1910 to establish wages and other related work conditions for IDART employees associated with the creation of the I-Go program.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
	Milewski	_____		

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.3

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Director of Public Works Recommendation

Background:

After nearly 40 years of dedicated service to the City of Ionia, Director of Public Works (DPW) Gary Cunningham recently announced his plans for retirement. Gary provided ample notice of his future retirement, which allowed for a competitive search and selection process to be conducted prior to his departure.

The Director of Public Works position was posted on January 30, 2025 and widely advertised. A comprehensive evaluation of qualified applicants was recently conducted, which included interviews with an experienced utilities/DPW/human resources panel, along with criminal history and reference checks. I am pleased to report the highest scoring and preferred candidate, Geoffrey Petersen, has received and accepted a contingent offer of employment.

Mr. Petersen has successfully satisfied the pre-employment contingencies associated with the City's offer of employment, apart from the final contingency, which requires City Council confirmation, as provided in Section 4.01(b) of the City Charter, which states,

Section 4.01(b) Direction by City Manager. All departments, offices, and agencies under the direction and supervision of the City Manager shall be administered by an officer appointed by and subject to the direction and supervision of the Manager. With the consent of the City Council, the City Manager may serve as the head of one or more such departments, offices, or agencies or may appoint one person as the head of two or more of them. The appointment or dismissal of a department head must be approved by a majority vote of the total membership of the Council.

Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to confirm the appointment of Geoffrey Petersen to the position of Director of Public Works, effective April 17, 2025. The timing of this appointment will allow a one-month overlap with retiring DPW Director Gary Cunningham for training and transitioning purposes. It is further requested that Geoff be allowed to remain in the MERS B-4 retirement plan during his continued employment with the City of Ionia.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
		Milewski	_____	

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.4

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: TruNarc Handheld Narcotics Analyzer Purchase

Background:

The City of Ionia currently possesses a balance of \$41,855 in its Opioid Settlement Fund. These funds were paid to the City in a class action settlement by opioid manufacturers and distributors and are to be used to address the misuse and abuse of opioid products, as defined by the National Opioid Settlement Agreements.

Law enforcement officials need to quickly identify suspected narcotics in the field to help keep drugs, and drug dealers, off the streets. The TruNarc analyzer easily and quickly tests for over 530 substances, including narcotics, stimulants, depressants, hallucinogens and analgesics. A brochure showing the TruNarc analyzer and providing additional information regarding product utilization follows this communication. Key features associated with the TruNarc analyzer include:

- Contains a library regularly updated to include emerging drug threats
- Requires no direct contact with most substances
- Delivers clear, real-time results for presumptive evidence
- Provides automated, tamper-proof records with scan results, including time-and-date stamps to help expedite prosecution.
- Scan directly through plastic or glass for most drug test samples to minimize contamination, reduce exposure and preserve evidence.

Ionia Department of Public Safety is currently using (often multiple) NARK tube test reagents to test unknown substances while in the field. These tests require officers to open and handle the drugs, increasing exposures and potential adverse health effects.

Five pricing options were obtained from ThermoFisher, of Tewksbury, MA, the manufacturer of TruNarc and are as follows for your review:

TruNarc:Unlimited,New,English			
Part Number	Name	Description	2025 Pricing
800-01041-01	TruNarc, Unlimited, Warranty - 1 Yr, Train-12	TruNarc Unlimited Model with 1 year of warranty. Includes factory repair, loaner units when available and 24/7 technical support. Companion PC TruNarc admin software, unlimited access to TruNarc eLearning course and free basic software updates to core narcotics library are provided for the life of the instrument. Includes TruNarc on-site instructor led training for up to 12 students within the Continental United States (CONUS) - expires 9 months after date of purchase.	\$33,600.00
800-01042-01	TruNarc, Unlimited, Warranty - 2 Yrs, Train-12	TruNarc Unlimited Model with 2 years of warranty. Include all the above as well.	\$34,900.00
800-01043-01	TruNarc, Unlimited, Warranty - 3 Yrs, Train-12	TruNarc Unlimited Model with 3 years of warranty. Include all the above as well.	\$37,800.00
800-01044-01	TruNarc, Unlimited, Warranty - 4 Yrs, Train-12	TruNarc Unlimited Model with 4 years of warranty. Include all the above as well.	\$39,300.00
800-01045-01	TruNarc, Unlimited, Warranty - 5 Yrs, Train-12	TruNarc Unlimited Model with 5 years of warranty. Include all the above as well.	\$41,800.00
H-Kits (Used heroin and low concentration narcotics)			
810-01462-01	TruNarc Solution Kit (Type H) - 100, English	TruNarc Solution Kit (Type H) for identification of Heroin and other special narcotics. Kit includes 100 Test Sticks and 100 Solution Vials with Ethanol. Note that because of the Ethanol, this product ships as a Hazardous Goods shipment.	\$764.00

Requested Action / Motion:

It is requested the Ionia City Council consider making a motion to approve proposal #800-01045-01 in the amount of \$41,800.00 to purchase a TruNarc Unlimited Model analyzer with a five-year warranty. Funds have been budgeted and are available for this purchase in 284-000.000-685.000 - Opioid Settlement Revenue.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
	Milewski	_____		



Thermo Scientific TruNarc Handheld Narcotics Analyzer

Field-based presumptive narcotics, precursor and cutting agent testing

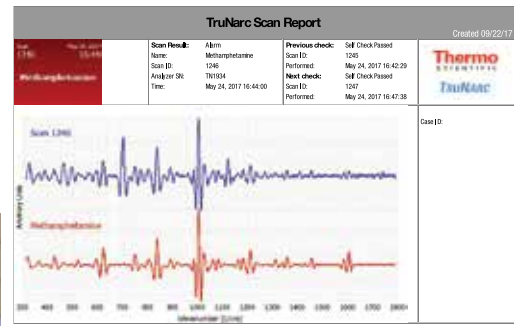


ThermoFisher
SCIENTIFIC

The TruNarc Handheld Narcotics Analyzer

- Tests for almost 500 substances, including narcotics, stimulants, depressants, hallucinogens and analgesics
- Library regularly updated to include emerging drug threats
- Requires no direct contact with most substances
- Delivers clear, real-time results for presumptive evidence
- Provides automated, tamper-proof records with scan results, including time-and-date stamps to help expedite prosecution

limits direct contact



Helping law enforcement



TruNarc: Efficient, Economical, Safe

Agencies across the United States who deploy TruNarc are seeing immediate benefits:

- Even little known substances can be identified almost instantly in the field
- The need for Law Enforcement Officers to handle potentially lethal narcotics is greatly reduced
- Valuable lab time is freed up for higher priority cases
- Reduced demand for lab testing delivers significant cost savings

benefits

stay ahead of the curve: safe, precise

TruNarc Success Stories

quickly identified fentanyl

Quincy PD, Massachusetts: Little-known Drugs Identified Quickly

- TruNarc immediately identified an unknown sample as Alpha-PVP (“Flakka”) a synthetic cathinone
- Official state-wide alert about new drug issued next day

Etowah County, Alabama: Reduced Court Wait Times

- *“We’re definitely seeing a benefit because of TruNarc. We’re able to take cases to the grand jury where before we didn’t have a toxicology report. Now, a defendant doesn’t have to wait for his day in court. It’s been a godsend.”*

– Etowah County

Charles County, Maryland: Improved Protection for Law Enforcement Officers

- Using TruNarc, officers quickly identified fentanyl (a potent opioid absorbed by touch, potentially causing overdose or death) in heroin seizure.
- *“The safety of our officers is one of our top priorities, and this technology will allow us to safely identify controlled dangerous substances quickly and accurately without having to wait on lab results.”*

– Charles County



se narcotics identification



TruNarc Helps Keep Officers Safe

The use of illicit narcotics and opioids continues to skyrocket. Emerging lethal drugs like fentanyl and carfentanil threaten public safety.

To save lives and protect law enforcement officers, banned substances need to be identified quickly, safely and accurately.

The Thermo Scientific™ TruNarc™ Analyzer rapidly identifies drugs and can reduce the backlog of cases at crime labs while decreasing costs. This leads to quicker case resolution and helps drug offenders access treatment faster.

saves time and money





TruNarc: A more accurate and reliable presumptive test

Specifications	Description
Weight	1.25 lb (.570 kg)
Size	6.4 x 4.1 x 2.0 in. (16.26 x 10.41 x 5.10 cm)
Library	Controlled substances, cutting agents and precursors
Configurations	Unlimited or Pay-Per-Scan
Data export formats	CSV, SPC, PDF, SCZ, SCN
Battery	Rechargeable internal 3.7V battery pack (10 hrs.); DC wall adapter, 5V DC, 1.5A; optional car charger
Operating temperature	14° F to 122° F (-10° C to +50° C)
Language configurations	English, Arabic, Chinese, Czech, Dutch, French, Japanese, Polish, Russian, Spanish
Computer administration	TruNarc Admin software connected via microUSB to USB
Reachback support	Spectral analysis by staff chemists available
Validation	Third party test results available on request

To learn more about the TruNarc or schedule a demo, please visit us on line at: thermofisher.com/trunarc

ThermoFisher
SCIENTIFIC

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.5

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Public Safety Patrol Vehicle Purchase

Background:

To keep Public Safety equipment operating within its expected useful life, one to two new patrol vehicles are typically budgeted and purchased annually to replace the oldest vehicles in the fleet. The oldest vehicle currently scheduled for replacement is a 2017 Ford Explorer with 95,058 miles (as of 3-25-25). Due to the significant amount of equipment public safety officers are expected to carry, the standard model purchased for patrol vehicles is now the Chevrolet Tahoe. The 2017 Explorer will be sold at auction and proceeds will be returned to the General Fund.

Berger Chevrolet of Grand Rapids has purchased a bulk number of black Chevy Tahoes to sell to the law enforcement community. This year, Berger is requiring a purchase order from municipalities to reserve vehicles for delivery in FY 2026. Based on MiDEAL (state bid) pricing, we have received the following bid:

Tahoe (2025 4WD Commercial/Police Package)	\$53,319
--	----------

Please see the attached price sheet and specifications for complete details regarding this vehicle.

Requested Action / Motion:

It is requested the City Council consider making a motion to approve purchase of a 2025 Chevrolet Tahoe at the MiDEAL price of \$53,319 from Berger Chevrolet of Grand Rapids. Funds will be budgeted for this purchase in 101-345.000-989.000.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
	Milewski	_____		

BID PER ENCLOSED SPECIFICATIONS

Cost per vehicle \$53,319.00

Vehicle Description:

Number of units 1

Year 2025

Make Chevrolet

\$53,319.00

Model Tahoe 4wd
police package

Vendor:

Berger Chevrolet Inc.

Bid Prepared For :

Address 2525 28th Street S.E.

City of Ionia

Grand Rapids, MI 49512

Phone (616) 575-9629

Price includes title fee and delivery. Price based on
Municipal discount in the State of Michigan.

Fax (616) 988-9178

Signature *Robert Evans*

Printed Signature Robert M. Evans

Date 3/25/2025



Berger 5 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Selected Model and Options

MODEL	
CODE	MODEL
CK10706	2025 Chevrolet Tahoe 4WD 4dr Commercial

COLORS	
CODE	DESCRIPTION
GBA	Black

OPTIONS		([†] Denotes a Custom Equipment Option)
CODE	DESCRIPTION	
—	Active Hill Hold Assist (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
—	Seat belts, 3-point, all seating positions (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
—	Capless Fuel Fill (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
—	Protected idle allows vehicle engine to remain idling and vehicle immobilized while FOB is outside vehicle (Included and only available (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
—	Instrumentation, analog with certified 140 mph speedometer, odometer with trip odometer, engine hour meter, fuel level, voltmeter, engine temperature, oil pressure and tachometer (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
—	Exterior ornamentation delete (front & rear Chevrolet bowties will remain) (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
—	Power supply, 100-amp, auxiliary battery, passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
—	Power supply, 120-amp, (4) 30-amp circuit, Primary battery, relay controlled, passenger compartment harness wiring (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
—	Power supply, 50-amp, power supply, auxiliary battery, passenger compartment wiring harness (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
—	Theft-deterrent system, vehicle, PASS-Key III (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
001 [†]	LED spot light [†]	
1FL	Commercial Preferred Equipment Group includes standard equipment	
5J1	Calibration, keyless remote panic button and exterior lights/horn disable (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
5J3	Calibration, Surveillance Mode interior lighting (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	

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Berger 5 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial

(Complete)

OPTIONS		([†] Denotes a Custom Equipment Option)
CODE	DESCRIPTION	
5J9	Calibration, taillamp flasher, Red/White (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
5LO	Calibration, taillamp flasher, Red/Red (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
5T5	Seats, front cloth and second row vinyl (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. On 4WD model, not available with (A50) front bucket seats.)	
6C7	Lighting, red and white front auxiliary dome Red and white LED auxiliary dome lamp is located on headliner between front row seats. The auxiliary lamp is wired independently from standard dome lamp (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
6E2	Fleet Calibration provides a single key with a specific code that is common to the door locks of all the vehicles in the vehicle fleet. Key code is an alternate to SEO (6E8) complete vehicle fleet common key. NOTE: NOT COMPATIBLE with previous model years (Requires (AMF) Remote Keyless Entry Package. Includes (AU7) fleet common key with (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with SEO (6E8) Fleet Calibration.)	
6J3	Wiring, grille lamps and siren speakers (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
6J7	Flasher system, headlamp and taillamp, DRL compatible with control wire (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
6N5	Switches, rear window inoperative (rear windows can only operate from driver's position.) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
6N6	Door locks and handles, inside rear doors inoperative (door can only be opened from outside) (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
7X3	Spotlamp, left-hand (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Not available with SEO (7X2) left and right-hand spotlamps.)	
9C1	Identifier for Police Package Vehicle includes, (K47) heavy-duty air filter, (KX4) 250 amp high output alternator, (K6K) 760 cold-cranking amps auxiliary battery, electrical power & vehicle signals for customer connection located at the center front floor. Auxiliary battery circuit for customer connection located in the rear cargo area, (Z56) heavy-duty, police-rated suspension, (XCS) 275/55R20SL all-season tires, (RAV) 275/55R20 all-season spare tire, Police brakes, (RC1) front skid plate, (PXT) 20" steel wheels, Certified speedometer, SEO (5J3) Surveillance Mode interior lighting calibration, SEO (UT7) blunt cut cargo area and blunt cut console area ground wires, (V53) delete luggage rack side rails and (ATD) third row seat delete) (Also includes (NP0) active single-speed transfer case.) *Upon selection of this option the base price will change*	
9G8	Headlamps, Daytime Running Lamps and automatic headlamp control delete (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
AMF	Remote Keyless Entry Package includes 4 additional transmitters, NOTE: programming of remotes is at customer's expense. Programming remotes is not a warranty expense (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
ATD	Seat delete, third row (Included and only available with (9C1) Police Package or (5W4) Special Service Package.)	
AU7	Key common, fleet (Included and only available with SEO (6E2) Fleet Calibration or SEO (6E8) Fleet Calibration and requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	

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Berger 5 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial

(Complete)

OPTIONS		([†] Denotes a Custom Equipment Option)
CODE	DESCRIPTION	
AYH	Airbags, Frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for all rows in outboard seating positions (Included and only available with (9C1) Police Vehicle or (5W4) Special Services Vehicle.)	
AZ3	Seats, front 40/20/40 split-bench (Included and only available with (9C1) Police Vehicle and (5W4) Special Service Vehicle.)	
BCV	Lock control, driver side auto door lock disable (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
BTV	Remote start (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
C6G	GVWR, 7600 lbs. (3447 kg) (4WD models only.) (STD)	
FE9	Emissions, Federal requirements	
GBA	Black	
GU5	Rear axle, 3.23 ratio	
H1T	Jet Black, Cloth seat trim (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
K34	Cruise control, electronic with set and resume speed (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
K3W	Battery, 850 cold-cranking amps with 95 amp hour rating (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
K6K	Battery, auxiliary, 760 cold-cranking amps with 70 amp hour rating (packaged behind left rear cargo area panel) (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
KX4	Alternator, 250 amps (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
L84	Engine, 5.3L EcoTec3 V8 with Dynamic Fuel Management, Direct Injection and Variable Valve Timing, includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm) (STD)	
MHU	Transmission, 10-speed automatic electronically controlled with overdrive, includes Traction Select System including tow/haul (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
PXT	Wheels, 20" x 9" (50.8 cm x 22.9 cm) steel (Included and only available with (9C1) Police Vehicle.)	
RAV	Tire, spare 275/55R20 all-season, blackwall, Firestone Firehawk Pursuit (Included and only available with (9C1) Police Vehicle.)	
RC1	Skid plate, front (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
RNQ	Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap (Included and only available with (9C1) Police Vehicle.)	
T66	Wiring provision, for outside mirrors and cargo side mirrors (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
UD7	Rear Parking Assist (Included and only available with (9C1) Police Vehicle and (5W4) Special Service Vehicle.)	

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Berger 5 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

OPTIONS		([†] Denotes a Custom Equipment Option)
CODE	DESCRIPTION	
URW	Audio system, 17.7" diagonal advanced color LCD display with Google built-in compatibility (select service plan required, terms and limitations apply), including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition and Phone Integration (STD)	
UT7	Ground wires, blunt cut cargo area and blunt cut console area (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
V53	Luggage rack side rails, delete (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Package.)	
V76	Recovery hooks, 2 front, frame-mounted, Black (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle. Required on all models going to Alaska, Guam, Hawaii, Puerto Rico and Virgin Islands. All Tahoe (9C1) and (5W4) vehicles include front fascia with recovery hook openings.)	
VPV	Ship Thru, Produced in Arlington Assembly and shipped to Kerr Industries and onto Arlington Assembly (Included with SEO (6J8) White Left/White Right Whelen LED Lamp Package, SEO (6J9) Red Left/Red Right Whelen LED Lamp Package, SEO (6JE) Blue Left/Blue Right Whelen LED Lamp Package, SEO (6JG) Red Left/Blue Right Whelen LED Lamp Package, SEO (6C7) red and white front auxiliary dome lighting, SEO (6N6) door locks and handles, SEO (7X2) left- and right-hand spotlamps, SEO (7X3) left-hand spotlight, SEO (T53) alternate flashing Red & Blue rear compartment lid warning lamps, SEO (UN9) Radio Suppression Package, SEO (6J3) grille lamps and siren speakers wiring, SEO (6J4) horn and siren circuit wiring and SEO (WX7) auxiliary speaker wiring.)	
VZ2	Speedometer calibration (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
WUA	Fascia, front high-approach angle (Included and only available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)	
XCS	Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit (Included and only available with (9C1) Police Vehicle.)	
Z56	Suspension Package, heavy-duty, police-rated. Full independent suspension with monotube dampers, linear coil springs, 35mm solid front stabilizer bar and 32mm hollow rear stabilizer bar (Included and only available with (9C1) Police Vehicle.)	
Options Total		

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Berger 5 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Standard Equipment

Mechanical	
	Engine, 5.3L EcoTec3 V8 with Dynamic Fuel Management, Direct Injection and Variable Valve Timing, includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm) (STD)
	Transmission, 10-speed automatic electronically controlled with overdrive, includes Traction Select System including tow/haul (STD)
	Rear axle, 3.23 ratio
	Suspension, Premium Smooth Ride
	GVWR, 7600 lbs. (3447 kg) (4WD models only.) (STD)
	Keyless start, push button
	Automatic Stop/Start (Not available when (9C1) Police Vehicle or (5W4) Special Service Vehicle is ordered.)
	Engine control, stop/start system disable button, non-latching (Not available when (9C1) Police Vehicle or (5W4) Special Service Vehicle is ordered.)
	Engine air filtration monitor
	Fuel, gasoline, E15
	Transfer case, active, single-speed, electronic Autotrac does not include neutral. Cannot be dinghy towed
	Differential, mechanical limited-slip
	4-wheel drive
	Air filter, heavy-duty
	Cooling, external engine oil cooler, heavy-duty air-to-oil integral to driver side of radiator
	Cooling, auxiliary transmission oil cooler, heavy-duty air-to-oil
	Alternator, 220 amps (Not available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
	Trailer equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way connector and 2" trailering receiver
	Trailer sway control
	Hitch Guidance
	Suspension, front coil-over-shock with stabilizer bar
	Suspension, rear multi-link with coil springs
	Steering, power
	Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors
	Exhaust, single system, single-outlet
	Mechanical Jack with tools

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Berger 5 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Exterior

Wheels, 18" x 8.5" (45.7 cm x 21.6 cm) Bright Silver painted aluminum (STD)
Tires, 265/65R18SL all-season, blackwall (Standard with (RCV) 18" Bright Silver painted aluminum wheels only.) (STD)
Wheel, full-size spare, 17" (43.2 cm) steel
Tire, spare P265/70R17 all-season, blackwall
Tire carrier, lockable outside spare, winch-type mounted under frame at rear
Active aero shutters, upper
Fascia, front
Luggage rack side rails, roof-mounted, Black, standard (Available with (5W4) Special Services Vehicle.)
Assist steps, Black with chrome accent strip
Headlamps, LED
Tail lamps, LED
Mirrors, outside heated power-adjustable, manual-folding, body-color
Mirror caps, body-color
Glass, deep-tinted (all windows, except light-tinted glass on windshield and driver- and front passenger-side glass)
Glass, acoustic, laminated
Glass, windshield shade band
Windshield, solar absorbing
Wipers, front intermittent, Rainsense
Wiper, rear intermittent with washer
Door handles, body-color
Liftgate, rear manual

Entertainment

Audio system, 17.7" diagonal advanced color LCD display with Google built-in compatibility (select service plan required, terms and limitations apply), including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition and Phone Integration (STD)
Audio system feature, 6-speaker system
Bluetooth for phone personal cell phone connectivity to vehicle audio system
5G Wi-Fi Hotspot capable (Requires (UE1) OnStar. Terms and limitations apply. See onstar.com or dealer for details.)

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Berger 5 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial

(Complete)

Entertainment

- Wi-Fi Hotspot capable (Requires (UE1) OnStar. Terms and limitations apply. See onstar.com or dealer for details.)
- SiriusXM, delete
- Wireless Apple CarPlay/Wireless Android Auto

Interior

- Seats, front bucket (4WD only. When ordered with (9C1) Police Vehicle, requires (PQA) 1FL Safety Package and (UDA) OnStar deactivated. Includes (D07) floor console. Not available with SEO (5Y1) front center seat delete or SEO (5T5) front cloth and second row vinyl seats.)
- Seat adjuster, driver 8-way power
- Seat adjuster, front passenger 6-way power
- Seat adjuster, front passenger 8-way power
- Seat adjuster, driver 2-way power lumbar
- Seat adjuster, front passenger 2-way power lumbar
- Seats, second row 60/40 split-folding bench, manual
- Seats, third row 60/40 split-folding bench, manual (Not available with (9C1) Police Package or (5W4) Special Service Package.)
- Floor covering, Black rubberized vinyl (Deleted when (B30) floor covering is ordered.)
- Electronic Precision Shift
- Steering column lock, electrical
- Steering column, manual tilt and telescopic
- Steering wheel, vinyl
- Steering wheel controls, mounted audio, Driver Information Center, Adaptive Cruise Control, Forward Collision Alert following gap button and heated steering wheel (when equipped)
- Driver Information Center, 11" diagonal multi-color digital display
- Door locks, power programmable with lockout protection and delayed locking
- Keyless Open includes extended range Remote Keyless Entry
- Window, power with driver Express-Up/Down
- Window, power with front passenger Express-Up/Down
- Windows, power with rear Express-Down
- Adaptive Cruise Control (Not available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
- Universal Vehicle Module
- Theft-deterrent system, electrical, unauthorized entry

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Berger 5 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial

(Complete)

Interior

- Display, automatic occupant sensing (Requires (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
- Wireless Phone Charging, for portable devices
- USB ports, 2 type-A and C, charge and data, located on front console
- USB ports, 2 type-C, charge-only, located in third row
- Air conditioning, tri-zone automatic climate control with individual climate settings for driver, right front passenger and rear seat occupants
- Air conditioning, rear
- Defogger, rear-window electric
- Power outlets, 2, 120-volt, located on the rear of the center console and rear cargo area
- Sill plates, bright, front and rear door
- Mirror, inside rearview manual day/night
- Visors, driver and front passenger illuminated vanity mirrors, sliding
- Assist handles, overhead, driver and front passenger, located in headliner
- Assist handles, front passenger A-pillar and second row outboard B-pillar
- Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions
- Cargo management system
- Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)

Safety-Interior

- Forward Collision Alert (Deleted when (9C1) Police Vehicle or (5W4) Special Service Vehicle is ordered.)
- Airbags, Frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Driver inboard seat-mounted side-impact airbag; Head-curtain airbags for all rows in outboard seating positions (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Hill Start Assist
- OnStar Services capable (On 4WD model, deleted when (UDA) OnStar deactivated is ordered. See onstar.com for details and limitations. Services vary by model. Service plan required.)
- Enhanced Automatic Parking Assist (Not available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
- HD Surround Vision

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Berger 5 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial

(Complete)

Safety-Interior

- Rear Camera Washer
- Rear Pedestrian Alert
- Forward Collision Alert (Deleted when (9C1) Police Vehicle or (5W4) Special Service Vehicle is ordered.)
- Safety Alert Seat
- Rear Seat Reminder
- Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings or Teen Driver menu (Defaulted off. Feature can be turned on in the infotainment menu.)
- Door locks, rear child security, manual
- LATCH system (Lower Anchors and Tethers for CHildren), for child restraint seats lower anchors and top tethers located in all second-row seating positions, top tethers located in third row seating positions
- Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver
- Tire Pressure Monitoring System auto learn, includes Tire Fill Alert (does not apply to spare tire)
- Warning tones headlamp on, driver and right-front passenger seat belt unfasten and turn signal on
- OnStar Basics (OnStar Fleet Basics for Fleet) Drive confidently with core OnStar services including remote commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need. (OnStar Basics includes remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. For MY25 vehicles, OnStar Basics is standard for 8 years; OnStar plan, working electrical system, cell reception and GPS signal required. OnStar links to emergency services. Service coverage varies with conditions and location. Service availability, features and functionality vary by device and software version. See onstar.com for details and limitations.)

Safety-Mechanical

- Enhanced Automatic Emergency Braking
- Reverse Automatic Braking (Not available with (9C1) Police Vehicle or (5W4) Special Service Vehicle.)
- StabiliTrak, stability control system with brake assist, includes traction control

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(Complete)

WARRANTY

Warranty Note: <<< Preliminary 2025 Warranty >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Maintenance Note: First Visit: 12 Months/12,000 Miles

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CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.6

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Business Park Land Purchase Agreement

Background:

The City of Ionia has been working in partnership with the State Land Bank Authority (SLBA) since at least 2018 toward redevelopment of the former Deerfield Correctional Facility (approximately 44 acres). In 2021, redevelopment efforts were expanded to also include the former Riverside Correctional Facility (approximately 126 acres). Once it was known both sites would be available, the City focused on creating a redevelopment concept that included two primary land uses -- residential of various typologies and a high-tech business park. Both land uses have been widely discussed and vetted during our recent Master Planning process and have been positively received. Based on this two-pronged redevelopment concept, the City was successful in lobbying the Michigan legislature to appropriate several million dollars, which were used in turn by the state to demolish all structures from the site and perform some environmental remediation activities.

Concurrent with the demolition activities, the City and SLBA have worked hard toward bringing the proposed residential and business park land uses to fruition. Currently, a pre-development agreement is in place that is facilitating robust residential design concepts from Allen Edwin Homes for the east side of the site, in accordance with the attached, draft concept plan. Additionally, following several months of negotiations, a proposed Purchase Agreement for Real Property (the "Agreement") was reached and follows this communication. It allows the City to purchase the west side of the site (up to 80 acres) from the SLBA to develop a City-owned high-tech business park. The Agreement has been reviewed and approved as to form by the City Attorney and contains the following key provisions:

1. The City will purchase the land at its appraised market value of \$13,826 per acre. Given a maximum land area of 80 acres for the business park, the expected purchase price will not exceed \$1,106,080. With anticipated closing and due diligence activities (i.e., survey, title search & insurance, and environmental review), total costs are not expected to exceed \$1,150,000.
2. The City will have 180 days to complete its due diligence activities after signing the Agreement and prior to closing. An additional 60 extension is available if needed.
3. In exchange for the market rate purchase price, the SLBA has agreed to waive its five-year, 50% special tax capture right on the land, which will permit the City to offer tax incentives to assist in recruiting qualified business development and utilize unreduced brownfield tax

increment financing to assist in funding future public infrastructure improvements.

Regarding paying for this property, we have been anticipating this purchase and reserving General Fund monies accordingly, which are currently assigned as \$500,000 for Economic Development and \$1,750,000 for Capital Projects (see p. 14, FY2024 City of Ionia Audit). With the anticipated purchase, the city will still retain adequate funds for all cash flow needs and maintain a fund balance ratio of 51%, compared to current budgeted expenditures.

While negotiating with the SLBA to acquire up to 80 acres of the site for business park development, the City has also worked on a parallel course to secure grant funds totaling \$150,000 to offset design engineering expenses. The current FY24-25 budget includes \$350,000 for business park engineering and a Request for Qualifications with cost proposals for this work is currently in solicitation mode. An application was also submitted last month, requesting \$3,970,121 (80% of total estimated construction cost) in congressionally directed spending (CDS) towards the future business park's construction. Plans are also in the works to apply for a Public Works Program grant from the Economic Development Administration, which would come into play if the CDS request was is not approved.

Requested Action / Motion:

It is requested the Ionia City Council consider a motion to approve Resolution 2025-08, which would enable the purchase of up to 80 acres from the west side of the Deerfield Riverside site at the rate of \$13,826 per acre, plus closing and due diligence costs, from the SLBA.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
	Milewski	_____		



**A RESOLUTION AUTHORIZING THE PURCHASE OF REAL PROPERTY KNOWN AS THE
FORMER DEERFIELD AND RIVERSIDE CORRECTIONAL FACILITIES**

The following Resolution was offered for adoption by City Council Member _____ and was supported by City Council Member _____:

WHEREAS, the State of Michigan through the State Land Bank Authority ("SLBA") holds title to approximately 172.14 acres of real property generally east and south of Harwood Road and south of Riverside Drive constituting the former Deerfield and Riverside correctional facilities.

WHEREAS, the City wishes to purchase the westerly 80-acres (the "Property") for development and resale to industrial users.

WHEREAS, the City and SLBA have negotiated a purchase agreement for the Property, which is attached to this resolution as Exhibit A (the "Purchase Agreement").

WHEREAS, the City Council finds that it is in the best interests of the City to approve and execute the Purchase Agreement and make it binding on the City, and to pursue the purchase of the Property on the terms and conditions of the Purchase Agreement.

NOW, THEREFORE, BE IT RESOLVED:

1. The Mayor and City Clerk are authorized and directed, on behalf of the City, in accordance with the terms of this Resolution, to execute the Purchase Agreement and make it binding upon the City.
2. The Mayor and City Clerk are authorized and directed, on behalf of the City, and in consultation with the City Attorney, to enter into any agreements and execute any other documents necessary to effectuate the purchase of the Property.
3. The City Manager and City Attorney are authorized to expend sums and take all actions reasonably necessary to effectuate the Purchase Agreement including undertaking due diligence, and acquiring on behalf of the City the necessary title work, surveys, and similar matters.
4. The execution of the Purchase Agreement, the execution of any amendments to the Agreement, and any other action taken pursuant to this Resolution, must be consistent substantively and procedurally with all parts of this Resolution.

5. The execution of the Agreement, amendments to the Agreement, and any related documents intended to legally bind the City must be done jointly by the Mayor and the City Clerk.
6. The Mayor, City Clerk, City Manager, and City Attorney are hereby authorized and directed to take all further actions necessary to purchase the Property on terms consistent with this Resolution.
7. All resolutions and parts of resolutions in conflict with this Resolution are, to the extent of such conflicts, repealed.
8. This Resolution takes immediate effect.

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, repealed.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED

Jonathan Bowman, City Clerk
Ionia City Hall
114 North Kidd Street
Ionia, Michigan 48846
Telephone No: (616) 523-0147

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Ionia, Ionia County, Michigan at a regular meeting held on _____, 2025, and that the public notices of said meeting were given pursuant to Act No. 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting notice of publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Jonathan Bowman, City Clerk
Ionia City Hall
114 North Kidd Street
Ionia, Michigan 48846
Telephone No: (616) 523-0147

Exhibit A:

The Purchase Agreement

[attached]

PURCHASE AGREEMENT FOR REAL PROPERTY

This Purchase Agreement for Real Property (this “**Agreement**”), is by and between the **State of Michigan** (“**State**”), by its State Land Bank Authority (the “**Seller**”) f/k/a Michigan Land Bank Fast Track Authority, a public body corporate and politic, whose address is P.O Box 30766, Lansing, Michigan 48909, and the **City of Ionia** (the “**Purchaser**”), a Michigan municipal corporation, whose address is 114 N. Kidd Street, Ionia, MI 48846.

Recitals

A. Seller is the owner of certain properties commonly known as the Deerfield and Riverside Correctional Facilities (1755 Harwood Road and 777 West Riverside Drive), generally east and south of Harwood Road and south of Riverside Drive, consisting of approximately 172.14 gross acres as shown and more particularly described in the attached **Exhibit A** (the “**Site**”).

B. Purchaser desires to purchase approximately the western eighty (80) acres for development as industrial use (the “**Property**”), as depicted in the attached **Exhibit A**.

C. The Seller and Purchaser desire to establish the terms, covenants and conditions upon which the Seller will sell and the Purchaser will purchase the Property.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in this Agreement, receipt of which is severally acknowledged, Seller and Purchaser hereby agree as follows:

1. **Transaction.** Seller agrees to sell and Purchaser agrees to purchase the Property upon the terms and conditions set forth in this Agreement (the “**Purchase Transaction**”).

2. **Purchase Price; Earnest Money, Closing.**

a. The price for the Property shall be the product determined by multiplying the gross acreage of the Property as delineated and described by the Survey in Section 4 by the per acre price of **THIRTEEN THOUSAND EIGHT HUNDRED TWENTY-FIVE AND 95/100 DOLLARS (\$13,825.95)** (the “**Purchase Price**”). The Purchase Transaction shall be consummated within thirty (30) days after the end of the Inspection Period set forth in Section 5 of this Agreement (the “**Closing**”).

b. Upon execution of this Agreement, the Purchaser will deliver immediately an earnest money deposit to the Title Company (defined below) in the amount of **FIFTY THOUSAND (\$50,000) DOLLARS** (the “**Earnest Money**”). The Earnest Money will be credited to the Purchase Price at Closing. Purchaser will not be entitled to any interest earned on the Earnest Money.

c. Except as otherwise provided for in this Agreement, upon the waiver or expiration of the Inspection Period described in Section 5, all Earnest Money shall become non-refundable as liquidated damages in the event of default that is not cured in accordance with Section 15.b. or failure by Purchaser to perform any of its obligations under the terms of this Agreement.

d. The Purchase Price was determined by an Appraisal Report performed by Valbridge Property Advisors and commissioned by Seller, dated October 18, 2024, which determined an overall value of **THIRTEEN THOUSAND EIGHT HUNDRED TWENTY-FIVE AND 95/100 DOLLARS (\$13,825.95)** per acre for the Site.

3. **Effective Date.** This Agreement shall be effective from and after the date of the last signature to this Agreement by Seller or Purchaser (the “**Effective Date**”).

4. **Title and Survey.**

a. **Title Insurance; Permitted Exceptions.** The Purchaser shall obtain a commitment (the “**Commitment**”) to be issued by a title company licensed to conduct business in the State of Michigan in the amount of the Purchase Price (the “**Title Company**”), which agrees to furnish to the Purchaser at or within a reasonable period following the Closing, an ALTA Owner’s Policy of Title Insurance (the “**Policy**”) for the Property without standard exceptions. Seller agrees to provide copies of its organizational documents and such reasonable affidavits, including but not limited to an owner’s affidavit (without warranty or indemnification) and a non-foreign affidavit, and other documentation as may be reasonably required by the Title Company to enable it to issue the Policy to the Purchaser. Purchaser shall pay for the owner’s Policy at Closing.

b. **Survey.** The Purchaser shall obtain an ALTA/ACSM survey of the Property (the dimensions, size and location of the Property shall be mutually agreed upon by the Parties) prepared by a registered land surveyor licensed in the State of Michigan, at its sole cost and expense, which shall be certified to the Seller and shall incorporate the Commitment and show all exceptions which are plottable on the Survey (the “**Survey**”). The Purchaser may object to any condition of the Property shown on the Survey (“**Survey Objections**”) by written notice to Seller within sixty (60) days of the Effective Date. Seller shall respond to the Purchaser’s Survey Objections within ten (10) business days, specifying those Survey Objections that it will cure and those that it is unwilling to cure. Seller has no obligation or duty to correct or cure any Survey Objections. If the Survey Objections cannot be corrected by the expiration of the Inspection Period, as defined below, or Seller refuses to do so, the Purchaser may (i) terminate this Agreement and immediately receive a refund of any Earnest Money paid by Purchaser in which event the parties shall have no further obligation or liabilities hereunder other than those that specifically survive the termination of this Agreement, or (ii) close on the Purchase Transaction and all Survey Objections shall be waived. The legal description for the Property certified on the Survey shall be the legal description of the Property conveyed on the Quit Claim Deed at Closing and the gross acreage of the Property certified on the Survey shall be used to calculate the final Purchase Price.

c. **Title Objections.** The Title Company may update the Commitment anytime or from time to time before the date of Closing. Copies of all Commitments shall be provided to Seller along with copies of all supporting documents. If the Commitment identifies exceptions or matters of record affecting the condition of title or value or useability of the Property, the Purchaser shall have the right to specifically object to any or all of them (the “**Title Objections**”) by written notice to Seller within sixty (60) days after the Effective Date. Seller shall respond to the Purchaser’s Title Objections within ten (10) business days, specifying those Title Objections that it will cure and those that it is unwilling to cure. Seller shall have up to thirty (30) days from the date first notified of the Purchaser’s Title Objections in which to cure the Title Objections, either by discharging or otherwise correcting them of record and causing the Title Company to

delete them from the Commitment or to cause the Title Company to expressly insure over them, as the case may be. Seller has no obligation or duty to correct or cure any Title Objections or defects in title. If the Title Objections cannot be corrected by that date or Seller refuses to do so, the Purchaser may (i) terminate this Agreement and immediately receive a refund of any Earnest Money paid by Purchaser in which event the parties shall have no further obligation or liabilities hereunder other than those that specifically survive the termination of this Agreement, or (ii) close on the Purchase Transaction in which event the Title Objections and all other exceptions from the Commitment shall be included as Permitted Exceptions (the "**Permitted Exceptions**") on the Quit Claim Deed at Closing.

5. **Access, Inspections and Due Diligence.**

a. From and after the Effective Date, Purchaser and/or its agents, at Purchaser's sole cost and expense, with twenty-four (24) hour prior notice to and consent of Seller, which shall not be unreasonably delayed or withheld, upon providing Seller with proof of commercial general or municipal liability insurance insuring the Purchaser, or its agents, against any liability arising out of their activities in, upon, about or with respect to the Property, with limits of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate (which limits may include applicable excess or umbrella coverage) including pollution liability coverage for Purchaser's environmental consultants with limits customary to the industry shall have 180 days (the "**Inspection Period**"), to enter the Property to take soil borings, perform bearing tests, perform surveying activities, and environmental evaluations, and conduct such other investigations and pursue such other due diligence as the Purchaser deems appropriate. Seller consents and agrees that the Purchaser, and its employees, designees, agents, and contractors, may enter upon the Property for such purposes and subject to the conditions set forth above during the Inspection Period. Upon written notice to the Seller prior to the expiration of the Inspections Period, the Purchase may extend the Inspection Period for an additional 60 days if reasonably necessary to complete any inspections, testing, or other due diligence activities that were commenced within the original 180-day Inspection Period.

b. During the Inspection Period and thereafter in the event Purchaser has provided Seller with such proof of insurance as required, Purchaser its agents, employees, licensees and contractors (collectively, the "**Licensees**"), shall have the right to enter onto the Property to conduct such investigations, studies and tests on the Property, including, without limitation, geotechnical studies and environmental assessments, subject to the conditions set forth herein. All of the Licensees' activities on the Property shall comply with all laws, rules, regulations and normal and customary safety protocols. The Seller shall not incur any costs with regard to the Purchaser's investigation of the Property. Purchaser shall have no obligation for third party costs incurred by the State unless previously agreed by Purchaser in writing. All costs incurred by the Purchaser with regard to its investigation of the Property shall be the sole responsibility of Purchaser. Purchaser shall restore the Property and/or any damage to the Property occasioned by Purchaser's inspection activities.

c. While Purchaser and its Licensees are on the Property, (i) Seller shall not be liable for any damage, loss, or injury caused solely by Purchaser or its Licensees; (ii) they fully release, acquit, discharge the Seller, its directors, employees, agents, officers, officials, insurers, attorneys, successors and assigns, from any and all claims, demands, actions or causes of action, direct, indirect, derivative, or in any other capacity, whether at law, in equity, administratively or

otherwise, for any and all damages or injuries, loss, or expense, including attorneys' fees arising out of the access granted herein, their entry upon the Property, and their activities on the Property, except to the extent caused primarily by Seller's negligence or willful misconduct, and (iii) to the extent provided by law, Purchaser shall indemnify, defend and hold harmless Seller, its directors, employees, agents, officers, officials, insurers, attorneys, successors and assigns, from any and all claims, demands, actions or causes of action, direct, indirect, derivative, or in any other capacity, whether at law, in equity, administratively or otherwise, for any and all damages or injuries, loss, or expense, including attorneys' fees arising out of the Licensee's entry upon the Property, and the Licensee's activities on the Property, incurred by the Seller or the State of Michigan; provided, however, the Purchaser shall not indemnify, defend or hold harmless the Seller or State of Michigan, or their respective directors, employees, agents, officers, officials, insurers, attorneys, successors and assigns for any such losses, damages, expenses or claims arising from the mere discovery by Purchaser of pre-existing conditions at, on, in or under the Property, or to the extent resulting primarily from the negligence or willful misconduct of Seller, or its directors, employees, agents, officers, officials, insurers, attorneys, successors and assigns. This Section 5.c. shall survive the termination of this Agreement and remain in effect for one (1) year from the date of termination hereof

d. At any time prior to the expiration of the Inspection Period, Purchaser may provide written notice to the Seller that Purchaser is not satisfied with the condition, value, or useability of the Property to be determined in Purchaser's sole discretion and that Purchaser is terminating this Agreement, in which case the parties shall have no further obligation or liabilities hereunder other than those that specifically survive the termination of this Agreement. If the Agreement is not terminated prior to the expiration of the Inspection Period, then Purchaser shall be deemed to have accepted the condition of the Property and Closing shall occur within thirty (30) days. Additionally, all Earnest Money shall be immediately non-refundable other than due to a default by Seller.

e. Within ten (10) days of the Effective Date, Seller shall supply to the Purchaser for Purchaser's review electronic or paper copies of the following documents to the extent they are in Seller's possession or reasonable control: 1) all existing environmental reports and studies with respect to the Property, 2) any soil studies, and 3) all maintenance and other contracts affecting the Property.

f. Upon request of the Purchaser, an authorized representative of the Seller with knowledge of the Property shall complete any questionnaires or interviews with Purchaser or Purchaser's Licensees reasonably necessary for Purchaser to complete its environmental site assessments.

6. **Possession.** Possession of the Property shall be delivered to Purchaser at the Closing free and clear of all tenancies, occupancies and rights of possession.

7. **Proration of Expenses.**

Pursuant to MCL 124.754(5), MCL 124.756(1) and MCL 124.763, Purchaser acknowledges that Seller is a tax-exempt governmental entity that is not required to pay any tax or special assessment due on the Property (by way of example, but not limited to, stormwater drainage charges, late fees, service charges and associated charges). Accordingly, Purchaser

agrees and accepts title to the Property subject to any tax or special assessment that may be due or delinquent on the Property as of the date of Closing. Notwithstanding the cost of recording this transfer, Seller shall not be responsible for any portion of any tax that results from the transfer of Property to Purchaser except as expressly provided herein.

The expenses for the Property will be prorated to the date of Closing, with the date of Closing attributed to Purchaser. All invoices that have been received by Seller will be paid before the date of Closing. Invoices for all services and contracts for the Property covering the time period before Closing and the date of Closing that have not been received by Seller before Closing will be prorated based on good-faith estimates using the invoices for those services and contracts for the immediately prior invoicing period and the prior year's invoicing period for the period of time including the date of Closing. For invoices paid before Closing that cover a period of time after Closing, Seller will receive a credit at Closing for the amount paid for the period of time after Closing. For invoices that will be received after Closing to cover a period of time before Closing, Purchaser will receive a credit at Closing for the amount that will be paid after Closing for the period of time before Closing.

8. **Obligations of Seller Prior to Closing.** During the period commencing on the Effective Date and ending on the date of Closing, Seller shall, in addition to such other duties and obligations set forth in this Agreement:

a. Not enter into any agreement, lease, use or occupancy arrangement, easement, or other agreement with respect to possession or use of the Property without the Purchaser's prior written consent.

b. Not offer or market the Property for sale or lease, or create, grant or accept any agreement for the sale or lease of all or any portion of the Property without the Purchaser's prior written consent.

c. Not create or suffer any right, claim, lien, or encumbrance of any kind whatsoever on all or any portion of the Property.

d. Pay all typical utility bills, insurance premiums and other charges applicable to all or any part of the Property before any penalty for nonpayment shall accrue.

e. Furnish to the Purchaser within ten (10) business days after the Effective Date and thereafter within ten (10) business days after receipt by Seller any and all notices of proposed assessments, and notices of any proposed action under or violation of any law, statute, ordinance, rule or regulation affecting all or any portion of the Property.

f. Pay in full on or before the Closing Date all typical utility charges with respect to the Property and all typical charges for public water and sewer service for the Property with respect to the Property which became due and payable during the twelve (12) months preceding the Closing Date.

g. Maintain and on the Closing Date deliver the Property in substantially the same condition as on the Effective Date.

Nothing herein shall constitute a waiver by Seller of any statutory provision currently or in the future contained in MCL 124.763.

9. **Intentionally Omitted.**

10. **Representations of Seller.** Seller represents to the Purchaser, as of the Effective Date and as of the Closing Date, that:

a. **Corporate Authority.** Seller (i) a public body corporate and politic created by Section 15 of the Land Bank Fast Track Act, MCL 124.765, (ii) has complete and full authority to execute this Agreement and will have at Closing complete and full authority to convey to the Purchaser good and marketable fee simple title to the Property subject to the Permitted Exceptions, (iii) will execute and deliver any reasonable documents, instruments, and agreements including, but not limited to, affidavits and certificates necessary to consummate the transaction contemplated herein, and (iv) will take all additional action that is reasonably necessary or appropriate to effect and facilitate the consummation of the sale and purchase transaction contemplated herein, as may be reasonably required by the Title Company.

b. **No Lien Rights.** To the best of Seller's knowledge, Seller has not contracted for any services or entered into any other agreements which could bind the Purchaser, as a successor in interest with respect to the Property. No work has been performed or is in process or contemplated and no materials have been or are to be furnished which might provide the basis for construction or other liens against all or any portion of the Property, except for routine maintenance and repair for which Seller will pay in full before Closing. To the best of Seller's knowledge, Seller has not been notified of and has no knowledge pertaining to any possible existing or future improvements that might create an assessment against any part of the Property.

As used herein, "to the best of Seller's knowledge" means the conscious awareness of facts or other information, without any investigation or inquiry of any kind, of any director or staff member of Seller who has actively participated in the process of preparing and negotiating this Agreement. It specifically does not include any information or facts known by the Department of Technology, Management and Budget ("DTMB") not explicitly disclosed to Seller.

c. **Other Property Rights or Interests.** No party is in possession of all or any portion of the Property, whether as a lessee or a tenant at sufferance, nor has any person or entity been granted a license or other right to use all or any part of the Property for any purpose. Seller will not further sell, encumber, convey, or assign, offer or contract to sell, encumber, convey, assign, pledge, or lease all or any part of the Property or restrict the use of all or any part of the Property or take or cause to be taken any action in conflict with this Agreement at any time after Seller's acceptance hereof. Seller additionally hereby represents that no rights-of-first refusal or similar agreements exist in connection with the Property which would in any way interfere with the Purchaser's ability to purchase the Property as provided herein or which are in any way in contravention of the spirit and intent of this Agreement.

d. **No Legal Actions or Impediments.** Seller is not a party to or bound by any contract or agreement of any kind or whatsoever, written or verbal, which might affect the Property. Neither the entering into of this Agreement nor the consummation of the transaction contemplated hereby will constitute or result in a violation or breach by Seller of any judgment, order, writ, injunction, or decree issued against or imposed upon it or contract to which it is a party or will result in a violation by Seller of any applicable law, order, rule, or regulation of any governmental authority. To the best of Seller's knowledge, there is no action, suit, proceeding or investigation pending which would become a cloud on the title to the Property or any portion thereof or which questions the validity or enforceability of the transaction contemplated by this Agreement or any

action taken pursuant hereto in any court or before or by any federal, district, county, or municipal department, commission, board, bureau, agency or other governmental instrumentality, nor does Seller have any knowledge that any such action, suit, proceeding or investigation is threatened or contemplated.

11. **Representations of Purchaser.** Purchaser represents to the Seller, as of the Effective Date and as of the Closing Date, that:

a. Purchaser (i) is a Michigan municipal corporation, (ii) has complete and full authority to execute this Agreement and will have at Closing complete and full authority to consummate the Purchase Transaction, (iii) will execute and deliver any reasonable documents, instruments, and agreements including, but not limited to, affidavits and certificates necessary to consummate the transaction contemplated herein, and (iv) will take all additional action that is reasonably necessary or appropriate to effect and facilitate the consummation of the sale and purchase transaction contemplated herein, as may be reasonably required by the Title Company.

b. This Agreement constitutes the legal, valid and binding obligation of Purchaser, enforceable against Purchaser in accordance with its terms. Purchaser's execution and delivery of this Agreement and performance of its obligations hereunder will not violate any agreement to which it is a party or by which it is bound.

c. There is no litigation pending, or to Purchaser's knowledge threatened, to prevent Purchaser from entering into this Agreement and purchasing the Property.

The foregoing representation shall be continuing and shall be true and correct as of the date of Closing.

12. **Conditions Precedent to the Purchaser's Obligation to Close.** The Purchaser's obligation to Close on the Purchase Transaction shall be subject to each of the following conditions precedent:

a. **Purchaser Commission Approvals.** The Ionia City Council shall have adopted a resolution authorizing the acquisition of the Property and the performance of the Purchaser's obligations hereunder. (Not Seller's responsibility.)

b. **Condition of the Property.** The Property shall be in substantially the same condition on the Closing Date as it is on the Effective Date.

c. **Title.** Title to the Property shall be in the form required by this Agreement such that Title Company shall undertake at the Closing to issue the Policy without standard exceptions, but subject only to the Permitted Exceptions.

d. **Documents and Legal Matters.** All documents required to be delivered to the Purchaser or reasonably requested by the Purchaser shall have been provided to the Purchaser.

e. **No Default.** Seller shall have performed all of its obligations under this Agreement that were required to be performed prior to the Closing. All of Seller's representations contained herein shall be true and correct as of the Effective Date and as of the Closing Date.

In the event of the failure of any condition precedent described above which was Seller's responsibility, Seller shall promptly undertake with diligence a course of conduct reasonably calculated to satisfy the relevant condition within a reasonable period of time. In such event, the Purchaser may, until the condition may be satisfied, (i) defer the Closing Date, and during any such period of delay, the Purchase Price shall not increase; (ii) terminate this

Agreement; or (iii) waive noncompliance, proceed to Closing, and Seller shall remove any encumbrances placed on the Property by the act or omission of Seller after the date of this Agreement.

13. **Closing.**

a. **Closing Date and Location.** Unless this Agreement shall have been terminated in accordance herewith, the Purchaser and Seller shall close on the Purchase Transaction on such date on or before the time required in Section 2, and at such time and at the offices of the Title Company or such office of the Purchaser, as shall be determined by the Purchaser and set forth in a written notice to Seller at least five (5) business days prior to such date (the “**Closing Date**”). If the Purchaser shall not have provided such notice at least five (5) business days prior to the Closing, Seller may terminate this Agreement by written notice to the Purchaser.

b. **Closing Documents.** At the Closing, Seller shall deliver to the Purchaser the following documents:

1. Quit Claim Deed to the Property, subject only to the Permitted Exceptions, if any, and specifying that it is exempt from transfer tax pursuant to MCL 207.505(h) and MCL 207.526(h) and otherwise compliant with the following requirements Act No. 334 of Public Acts of 2018 and Act No. 231 of Public Acts of 2022 (the “**Deed**”). The Deed shall further:

- i. Provide that the State shall be paid fifty percent (50%) of the gross revenues generated from the development, if any, of oil, gas, or mineral interest in or under the Property; and
- ii. Reserve to the State all aboriginal antiquities, including mounds, earthworks, forts, burial and village sites, mines, or other relics lying on, within, or under the Property, with power to the State and all others acting under its authority to enter the Property for any purpose related to exploring, excavating and taking away the aboriginal antiquities.
- iii. Provide that if the Property was used by the State as a historical monument, memorial, burial ground, park, or protected wildlife habitat area, it must be maintained and protected for that purpose in perpetuity in accordance with applicable law.
- iv. Provide that if the Property is used for any purpose inconsistent with any restrictions provided in Act No. 334 of Public Acts of 2018 and Act No. 231 of Public Acts of 2022, the State may reenter and repossess the Property, terminating Purchaser or any successor grantee’s estate in the Property. If Purchaser or any successor grantee disputed the State’s exercise of its right of reentry and fails to promptly deliver possession of the Property to the State, the attorney general, on behalf of the State, may bring an action to quiet title to, and regain possession of the Property. If the State reenters and repossesses Property under this provision, the State is not liable to reimburse any person for any improvements made on the Property or to compensate any person for any part of an unfulfilled contract or license issued to provide goods or services on or for the Property.

2. Affidavit in the form required by the Title Company (and reasonably acceptable to Seller, but without warranty or indemnification) to remove standard exceptions from the Policy, it being understood that the deletion of standard survey exceptions from the Policy will be based on the Survey.

3. Affidavit certifying that Seller is not a Foreign Person within the meaning of the Internal Revenue Code.

4. Resolutions of the governing body of Seller authorizing the sale of the Property in accordance herewith, including delivery of the Closing Documents, in form and substance acceptable to the Title Company.

5. The execution and delivery of the Deed by the Seller will be deemed to be in full performance and discharge of all the terms and conditions of this Agreement to be observed or performed by Seller, except those that are stated expressly to survive the Closing.

c. Closing Costs. The Deed will be prepared by Seller conveying title as required by this Agreement. All other closing documents will be prepared by the Purchaser or the Title Company. Purchaser and Seller shall share equally the costs of any escrow or closing fees required by the Title Company pertaining to this transaction. Seller shall pay any and all Michigan real estate transfer taxes (both state and county) due in connection with the transfer of the Property to the Purchaser, if any. All recording fees and special assessments, if any, will be paid by Purchaser. Each of the parties shall be responsible for its own legal fees.

d. Closing Statement. At the Closing, the Purchaser and Seller shall each deliver to the other a Closing Statement reflecting the Purchase Price and the applicable credits and allocations of closing costs, in form reasonably satisfactory to the Title Company, Purchaser, and Seller (the "**Closing Statement**"). On the Closing Statement, the net amount of all adjustments shall be added to or deducted from, as the case may be, the Purchase Price to determine the actual amount of the payment to be disbursed to Seller at the Closing. The portion of the Purchase Price payable at Closing as provided in this Section 13, as so adjusted, shall be paid to Seller in immediately available funds.

e. Payment of Purchase Price. Purchaser shall pay the Purchase Price at Closing in immediately available funds subject to such debits and credits to the Purchase Price as permitted by this Agreement.

f. Possession. Seller shall deliver exclusive possession of the Property to the Purchaser on the Closing Date, subject only to the Permitted Exceptions, if any.

g. Eligible Tax Reverted Property Specific Tax. Purchaser acknowledges that Seller is entitled to a tax capture for the five (5) tax years subsequent to transferring ownership of the Property in an amount equal to 50% of the property taxes collected on the Property, the Eligible Tax Reverted Property Specific Tax (MCL 211.1021 et seq.). The tax capture may be incompatible with tax abatements that are otherwise available to Purchaser and could prevent Purchaser from obtaining such abatements unless exempted. Seller may exempt the Property from the specific tax, if the exemption will assist in the creation of jobs, investment, or other economic benefit. Purchaser agrees to submit an Exemption Request Form to Seller. Seller agrees to exempt the Property from the specific tax capture in exchange for the full payment of the Purchase Price and Purchaser's commitment to the creation of jobs, investment, or other economic benefit at the Property. The

Purchaser has submitted an Exemption Request Form as Exhibit B, and the Seller shall review and approve or deny the requested exemption prior to the expiration of the Inspection Period to be effective at Closing for the subsequent tax years.

14. **Liability and “As Is” Sale.** During the period between the date of this Agreement and the date of Closing, Seller hereby expressly agrees to pay all costs and expenses and discharge all liabilities, obligations and claims arising out of its ownership of the Property.

To the fullest extent possible under law, the Purchaser shall not be liable to Seller for any violation or alleged violation of any Environmental Law occurring or arising out of an occurrence prior to the Closing. However, other than as expressly set forth herein, Seller has made no representation or warranty with respect to the Property. Purchaser shall accept the Property at Closing in its “as is, where is” condition. Seller assumes no liability or responsibility for the presence of any Hazardous Substances on or in the Property, whether for remediation, for cost recovery, contribution or otherwise. Purchaser acknowledges that Purchaser, having been given the opportunity to inspect the Property, will rely solely on its own investigation of the Property and not on any information provided or to be provided by or on behalf of Seller in order to determine its condition and suitability for Purchaser’s intended use. Purchaser further acknowledges that no independent investigation or verification has been or will be made by Seller with respect to any information supplied by or on behalf of Seller concerning the Property; it being intended by the parties that Purchaser shall verify the accuracy and completion of such information itself. Purchaser acknowledges that the disclaimers, agreements and other statements set forth in this paragraph are an integral portion of this Agreement and that Seller would not agree to sell the Property to Purchaser for the Purchase Price without the disclaimers, agreements and other statements in this paragraph. Purchaser agrees to release and hold harmless the Seller from any and all existing and future claims related to the existence or discovery of any toxic, hazardous, polluting or injurious materials in, on, below or emanating from the Property.

Upon Closing, Purchaser will be deemed to have accepted the Property in “as is condition, with all faults,” including the location and extent of boundaries, the condition of all improvements, and the environmental condition of the Property.

For purposes hereof, "Hazardous Substances" means any, hazardous or toxic substances, materials or wastes, pollutants or contaminants defined, listed or regulated by the Environmental Laws or by any other federal, state or local law, regulation or order or by common law decision, and shall include, without limitation, asbestos, polychlorinated biphenyls, radon, urea formaldehyde, petroleum (including gasoline, crude oil and natural or synthetic gas), and related substances.

For purposes hereof, "Environmental Laws" means and includes any federal, state or local law, rule, ordinance, regulation or other legal requirement now or hereinafter in effect relating to land use, air, soil, surface water, groundwater (including the protection, cleanup, removal, remediation or damage thereof, human health and safety or any other environmental matter, including, without limitation, the following laws as the same may be amended from time to time: The National Resources and Environmental Protection Act, MCL §24.101, *et seq.*; Comprehensive Environmental Response. Compensation and Liability Act of 1980, 42 U.S.C. §9602, *et seq.*; Federal Resource Conservation and Recovery Act, 42 U.S.C. §6901, *et seq.*; Clean Water Act, 33 U.S.C. §1251, *et seq.*; Toxic Substances Control Act, 15 U. S. C. §2601, *et seq.*; Refuse Act, 33

U.S.C. §407 and Occupational Safety and Health Act, 29 U.S.C. §651, *et seq.*, Clean Air Act, 42 U.S.C §740 1, *et seq.*

15. **Remedies Upon Default.**

a. **Purchaser's Remedies.** In the event the Purchaser discovers prior to the Closing that any representation of Seller made herein is materially false or misleading, or in the event Seller fails to substantially keep or perform any covenant, agreement or obligation to be kept or performed by Seller under this Agreement and Seller fails to cure such failure within thirty (30) days after receiving written notice thereof, the Purchaser may terminate this Agreement by written notice to Seller, in which event the Purchaser shall be entitled to an immediate refund of any Earnest Money paid by Purchaser. In the event of such termination, all obligations of the parties hereunder shall be released and held for naught other than those that specifically survive the termination of this Agreement. If the Purchaser shall elect not to terminate, all claims for damages in respect of false or misleading representations discovered or otherwise known by the Purchaser prior to the Closing shall be waived, but the Purchaser shall be entitled to seek specific enforcement of other aspects of this Agreement. In no event shall Seller be liable for incidental, consequential, exemplary or punitive damages. In no event shall Seller's liability for damages exceed the Purchase Price paid and Seller shall be entitled to set off such liability, *pro tanto*, against the unpaid balance thereof.

b. **Seller's Remedy.** In the event the Seller discovers prior to the Closing that any representation of Purchaser made herein is materially false or misleading, or if the Purchaser materially breaches any duty or obligation of the Purchaser hereunder, and fails to cure such failure within thirty (30) days after written notice from Seller, then Seller may elect, but shall not be obligated, to terminate this Agreement by written notice to the Purchaser, whereupon neither party hereto shall have any further rights or obligations under this Agreement other than those that specifically survive the termination of this Agreement and any monies paid hereunder may be retained by the Seller as liquidated damages.

16. **Notices.** Notices shall be in writing and shall be deemed as given and received to or by the Purchaser or Seller, as the case may be, at the addresses set forth below (or to such other notice address as shall be established by written notice provided in accordance with this Section 16): (a) one (1) business day after personal delivery, or (b) three business (3) days after posting if sent by certified mail, postage prepaid, or (c) two (2) business days after receipt by a nationally recognized overnight delivery service for such overnight delivery to such address. Notices shall be addressed as follows:

If to Seller: State of Michigan
State Land Bank Authority
P.O. Box 30766
Lansing, MI 48909
Attn: Joseph Rivet, Executive Director

With a copy to: State of Michigan
State Land Bank Authority
P.O. Box 30766
Lansing, MI 48909
Attn: General Counsel

If to the Purchaser: City of Ionia
114 N. Kidd Street, PO Box 496
Ionia, MI 48846
Attn: John R. Milewski, II, Mayor

With a copy to: Precia Garland
City Manager
114 N. Kidd Street, PO Box 496
Ionia, MI 48846

17. **Headings.** The headings of this Agreement are for purposes of reference only and shall not limit or define the meaning of any provisions of this Agreement.

18. **Saturdays, Sundays and Holidays.** Whenever in this Agreement it is provided that notice must be given or an act performed or payment made on or by a certain day, if such day falls on a Saturday or a Sunday, or on a federal, state, or local holiday, or on any other day that Purchaser offices are closed to the public (i.e. "holiday closedown"), then the day for the notice of performance or payment shall be the next following business day.

19. **Severability.** If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, then the remainder of the provisions of this Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

20. **Entire Agreement; Integration.** This instrument, including any exhibits which are attached hereto and which are made a part of this Agreement, contains the entire agreement between the parties relating to the sale and purchase of the Property, and all prior negotiations and agreements are merged herein. Seller acknowledges that neither the Purchaser nor the Purchaser's agents have made any representations except those expressly set forth herein, and no rights or remedies are or shall be acquired by Seller by implication or otherwise unless expressly set forth herein. Purchaser acknowledges that neither the Seller nor the Seller's agents have made any representations except those expressly set forth herein, and no rights or remedies are or shall be acquired by Purchaser by implication or otherwise unless expressly set forth herein. Any change in, addition to, or amendment or modification of the terms hereof shall be of no effect unless in a writing executed by both parties and approved as required by this Agreement or applicable law.

21. **Survival.** This Agreement shall not be merged into any instruments or documents executed and delivered at the Closing but shall survive the Closing. All covenants and agreements contained herein shall survive the Closing and remain in full force and effect, including but not limited to the obligations of Purchaser to pay the Purchase Price and to indemnify Seller against loss or liability.

22. **Time is of the Essence.** Time is of the essence of this Agreement and for the performance of all covenants, duties, agreements, and obligations hereunder.

23. **Brokers.** Purchaser and Seller each represent to the other that there has been no involvement of any real estate broker in this Agreement or in the Purchase Transaction.

24. **Binding Effect.** From and after the Effective Date, this Agreement shall bind the parties and their respective successors and permitted assigns. Neither party to this Agreement may assign all or any of its rights or obligations hereunder without the prior written consent of the other party. Nothing in this Agreement, express or implied, is intended to confer upon any person, other than the parties hereto and their respective successors and permitted assigns, any rights or remedies whatsoever. No amendment or modification to this Agreement shall be effective and binding upon the parties unless it is in writing, expressly makes reference to this Agreement, and is signed and acknowledged by duly authorized representatives of both parties.

25. **Counterpart Originals.** This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, and all counterparts, when taken together, will constitute one and the same instrument.

26. **Governing Law; Jurisdiction; Venue.** All actions arising under this Agreement shall be governed by, subject to, and construed according to the laws of the State of Michigan. Any legal action arising out of or relating to the validity, construction, interpretation and enforcement of this Agreement shall be brought only in the Michigan Court of Claims.

27. **Assignment.** Neither party to this Agreement may assign all or any of its rights or obligations hereunder without the prior written consent of the other party. Any purported assignment in violation of this section shall be void.

28. **Publicity.** Prior to the Closing, any news or other media releases to the public by either party of information regarding the Purchase Transaction will be provided in advance to the other party with sufficient lead time for comment or coordination, as the case may be.

29. **Nonwaiver of Governmental Immunity.** Nothing in this Agreement will be construed or deemed to waive any right of either the Seller or Purchaser to rely on a defense of governmental immunity available to the Seller or Purchaser under applicable law.

30. **State Mandated Contract Provisions.**

a. **Zoning, Safety and Regulatory Compliance.** When title passes to the Purchaser at Closing, the Property will immediately become subject to certain State of Michigan safety and regulatory laws and to certain local ordinances and regulations (including zoning and use requirements) to which the Property was not previously subject to because it was owned by the State. Purchaser acknowledges that in certain substantial respects the Property may not comply with such statutes, rules, ordinances and regulations and may have to be substantially altered or repaired to become compliant. Purchaser acknowledges that it will comply with all zoning and use requirements. The Purchaser acknowledges that the Seller is under no obligation to take any action to bring the Property into compliance with such statutes, and that the Purchaser has had the opportunity to make a personal inspection of the Property. The Purchaser further acknowledges that it is the Purchaser's responsibility to consult with all State and local regulatory agencies, which have and will continue to have, or will obtain jurisdiction.

b. **Nondiscrimination.** Pursuant to MCL 37.2209 and MCL 37.1209, Purchaser will comply with the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101 et seq.; the Persons

with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101 et seq.; and all other federal, state and local fair employment practices and equal opportunity laws and covenants that it will not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. In addition, as provided in Executive Directive 2019-09, Purchaser shall not discriminate against any employee or applicant for employment with respect to his or her hire, terms, tenure, conditions or privileges of employment, or any matter directly or indirectly related to employment because of religion, race, color, national origin, age, sex, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the individual's ability to perform the duties of a particular job or position. Purchaser agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant will constitute a material breach of a contract arising out of this Agreement.

c. Unfair Labor Practices. Pursuant to MCL 423.324, the State may void a contract if Purchaser or any of its contractors, subcontractors, manufacturers, or suppliers appear in the register compiled pursuant to 1980 PA 278, MCL 423.321 et seq. A breach of this covenant will constitute a material breach of a contract arising out of this Agreement.

31. **Authority of Purchaser.** In accordance with the City Charter and the Ionia City Code, and notwithstanding anything in this Agreement or otherwise to the contrary, the Purchaser shall not be authorized or obligated to purchase the Property unless and until this Agreement has been fully executed by the duly authorized representative of the Purchaser, pursuant to a resolution of the Ionia City Council, thus authorizing the Mayor of the City of Ionia and City Clerk to execute this Agreement, subject to approval as to form by the City Attorney. Any amendments or modifications to this Agreement must likewise be duly authorized by resolution of the City Council and signed by the Mayor and City Clerk of the City of Ionia, subject to approval as to form by the City Attorney.

[Signatures contained on following page]

IN WITNESS WHEREOF, the parties execute this Agreement on the dates written below and this Agreement shall be effective as of Effective Date.

SELLER:

**STATE OF MICHIGAN, STATE LAND BANK
AUTHORITY**

By: Joseph Rivet
Its: Executive Director

Dated: _____

PURCHASER:

CITY OF IONIA, a Michigan municipal corporation

By: John R. Milewski, II
Its: Mayor

Dated: _____

By:
Its: Clerk

Dated: _____

Exhibit A

LEGAL DESCRIPTION

DRAFT

Exhibit B

Specific Tax Exemption Request

DRAFT

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.7

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Social Media Policy

Background:

Efforts are underway to create a new City of Ionia Facebook page, as well as create consistent oversight and administration of three existing Facebook pages established for the Public Safety, Ionia Theatre and Parks & Recreation Departments. An essential component of managing municipal social media accounts is to establish a social media policy that defines how communications will be provided and monitored. The policy encourages civil and respectful discourse regarding all topics discussed on social media and establishes rules to that end, which all users will be required to adhere to when engaging with us.

Examples of content that violates the City's proposed social media policy or any applicable law include:

- Discriminatory messages and hateful speech or any kind toward any individual or group, including comments on age, gender, race, religion, nationality, sexual orientation, or disability, among others.
- Information that may compromise the safety or security of the public, public safety officers or public officials, City of Ionia employees, or public systems.

Please see the social media policy that follows this communication for additional examples of potential policy violations. As noted in the policy, the City will remove comments that violate the policy and will ban repeat offenders as necessary. Additionally, the proposed policy notes the business hours during which the city will actively monitor its social media pages and provide timely responses to questions received. The City's social media pages will in no way replace emergency response systems. People wishing to communicate an emergency must still do so by calling 911.

Requested Action / Motion:

It is requested the City Council consider a motion to approve the City of Ionia Social Media Policy as presented.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	_____	Starr	_____
	Winters	_____	Millard	_____
	Cook	_____	Cowling	_____
	Lee	_____	Waterman	_____
	Milewski	_____		



Social Media Policy

The City of Ionia is committed to providing residents and other stakeholders with timely information about its programs, services, and activities. One way we communicate is through social media.

Social media enables us to communicate with our community and provide information efficiently and effectively. It also allows us to enhance community access to government and our connections with residents. We are committed to communicating in an open, honest, and transparent manner.

Social media is also a place for residents and the public to have a voice and ask questions. This policy provides guidelines for community members who engage with us on social media pages.

While social media is 24/7, our monitoring of social media is not. We actively monitor our social media pages during business hours — 8 AM to 4 PM Monday through Friday — and are committed to responding to questions in a timely manner.

We ask all visitors to our social media pages to stay civil, respectful, and on topic. When engaging with us on social media, you agree to the following terms. Please note we reserve the right to restrict or remove any content that violates this policy or any applicable law, including but not limited to:

- Discriminatory messages and hateful speech of any kind toward any individual or group, including comments on age, gender, race, religion, nationality, sexual orientation, or disability, among others.
- Information that may compromise the safety or security of the public, public safety officers or public officials, City of Ionia employees, or public systems.
- Obscene, violent, profane, sexual, or harassing language and links to sites containing such content.
- Defamatory, libelous, knowingly false statements, or impersonation of someone else.
- Comments that suggest or encourage illegal activity.
- Copyrighted material posted without permission or content that violates the legal ownership interests of another party.
- Personal information such as identification numbers, home addresses, personal phone numbers, or email addresses.
- Commercial advertisement, solicitation, or disparagement.
- Comments, hyperlinks, photos, or videos that are not related to the topic being discussed or are out of context to the particular social media post.
- Comments in support or of opposition to political campaigns or ballot measures.
- Comments or links that contain malicious software (malware) such as viruses, worms, trojans, rootkits, spyware, adware, or any other unwanted software.
- Multiple or repetitive posts that are copied and pasted.

We will remove comments reflecting any of the above behavior and will ban repeat offenders from the social media platform. Social media platforms are owned and operated by private companies that also have policies and standards on posts and comments, which may also result in actions taken against unauthorized content.

Commenters are responsible for their own comments, usernames, and any information they post on our social media pages. We are not responsible for and neither support nor oppose comments by visitors on our social media pages.

Please do not report emergencies on social media. If you have an emergency, need immediate assistance, or want to report a crime, call 911.

The City of Ionia retains the right to adjust this policy anytime. For questions about this policy, please call 616.527.4170.

Approved by the Ionia City Council: April 2, 2025

CITY OF IONIA
STAFF REPORT FOR COUNCIL AGENDA ITEM

Agenda Item: VII.8

TO: Mayor Milewski and Councilmembers
FROM: Precia Garland, City Manager
DATE: April 2, 2025
RE: Schedule Special Meeting for FY25-26 Budget Work Session

Background:

As has been past practice, it is requested City Council schedule a special meeting for the purpose of reviewing the proposed FY25-26 City budget. It is customary to schedule this meeting prior to the regular May meeting at 5:30 PM, Wednesday, May 7, 2025 with the regular meeting to follow at 6:30 PM.

Requested Action / Motion:

It is requested City Council consider a motion to schedule a Special City Council Meeting for 5:30 PM, Wednesday, May 7, 2025 for the purpose of reviewing the proposed FY25-26 budget.

Motion By:

Seconded By:

Roll Call Vote:	Ketchum	___	Starr	___
	Winters	___	Millard	___
	Cook	___	Cowling	___
	Lee	___	Waterman	___
	Milewski	___		



Minutes of Boards & Commissions

Monthly Department Reports

March 2025

IONIA HOUSING COMMISSION

MINUTES OF REGULAR MEETING HELD IN THE OFFICES OF THE COMMISSION

AT 667 N. UNION STREET, IONIA, MICHIGAN

JANUARY 14, 2025, AT 10:00 A.M.

1. ROLL CALL: President Rockafellow called the meeting to order and on roll call the following answered present:

Brian Talbot
Lisa Brown
Valerie Tuttle

Vice President
Commissioner
Resident Commissioner

and the following were absent:

Greg Cook

Commissioner

President Rockafellow declared a quorum present.

2. APPROVAL OF MINUTES OF REGULAR MEETING: Minutes of the regular meeting of December 17, 2024, were previously distributed. Following discussion Commissioner Brown, supported by Commissioner Tuttle, accepting the minutes and placed on file as presented. A roll call vote was taken:

AYES

NAYS

All

None

President Rockafellow thereupon declared said motion carried.

3. ACCOUNTS PAYABLE APPROVAL: Accounts payable for the month of December 2024, previously distributed, were reviewed. Following discussion Commissioner Tuttle made a motion, supported by Commissioner Brown, accepting the payables and placed on file as presented. A roll call vote was taken:

AYES

NAYS

All

None

President Rockafellow thereupon declared said motion carried.

4. MONTHLY FINANCIAL REPORTS: The Director distributed the Public Housing and Section 8 Financial Reports for December 2024. Following review and discussion Vice President Talbot made a motion, supported by Commissioner Tuttle, accepting the financial reports and placed on file as presented. A roll call vote was taken:

<u>AYES</u>	<u>NAYS</u>
All	None

President Rockafellow thereupon declared said motion carried.

5. REPORT – DIRECTOR:

VACANCIES:

SECTION-8 HOUSING CHOICE VOUCHER PROGRAM: Thirteen.

PUBLIC HOUSING PROGRAM: One.

MOVE-OUTS:

01/03/2025 3-bedroom (570) West Meadows.....Moved to Belding

MOVE-INS:

12/18/2024 1-bedroom (110) Pine Vista.....Resident, senior

6. UNFINISHED BUSINESS:

- A. 2023 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2023 award amount is \$295,752.00. There have been no expenditures to date.
- B. 2024 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2024 award amount is \$305,426.00. There have been no expenditures to date.

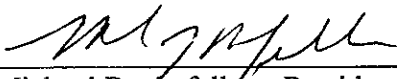
7. NEW BUSINESS:

- A. HAI INSURANCE QUOTE: Decker Agency, the insurance broker for Ionia Housing Commission, is in the process of obtaining property and vehicle quotes for insurance. Premiums have increased exponentially across the board for housing commissions as many agencies are no longer offering coverage. Ionia Housing Commission has had coverage through Tokio Marine HCC for many years, but they quoted an astronomical premium. As such, Decker Agency has struck a deal with Housing Authority Insurance, Inc. to serve as underwriters and obtain a quote. While our agent has cautioned that the premium is still going to be a significant increase from 2024, we are hopeful the increase will be more

affordable than the quote from Tokio Marine HCC. Coverage through HAI is not as good as Tokio Marine HCC, but it likely will be the fiscally responsible option for Ionia Housing Commission.

8. PUBLIC COMMENT: There was no public comment.
9. There being no further business to come before the Board, the meeting was unanimously adjourned at 10:36 a.m.


Katie Bennett, Executive Director/Secretary


Michael Rockafellow, President

IONIA HOUSING COMMISSION

MINUTES OF REGULAR MEETING HELD IN THE OFFICES OF THE COMMISSION
AT 667 N. UNION STREET, IONIA, MICHIGAN
FEBRUARY 11, 2025, AT 10:00 A.M.

1. ROLL CALL: President Rockafellow called the meeting to order and on roll call the following answered present:

Brian Talbot	Vice President
Greg Cook	Commissioner
Lisa Brown	Commissioner
Valerie Tuttle	Resident Commissioner

and the following were absent: None.

President Rockafellow declared a quorum present.

2. APPROVAL OF MINUTES OF REGULAR MEETING: Minutes of the regular meeting of January 14, 2025, were previously distributed. Following discussion Commissioner Brown, supported by Vice President Talbot, accepting the minutes and placed on file as presented. A roll call vote was taken:

AYES

All

NAYS

None

President Rockafellow thereupon declared said motion carried.

3. ACCOUNTS PAYABLE APPROVAL: Accounts payable for the month of January 2025, previously distributed, were reviewed. Following discussion Commissioner Brown made a motion, supported by Commissioner Tuttle, accepting the payables and placed on file as presented. A roll call vote was taken:

AYES

All

NAYS

None

President Rockafellow thereupon declared said motion carried.

4. MONTHLY FINANCIAL REPORTS: The Director distributed the Public Housing and Section 8 Financial Reports for January 2025. Following review and discussion Commissioner Tuttle made a motion, supported by Commissioner Cook, accepting the financial reports and placed on file as presented. A roll call vote was taken:

AYES

NAYS

All

None

President Rockafellow thereupon declared said motion carried.

5. REPORT – DIRECTOR:

VACANCIES:

SECTION-8 HOUSING CHOICE VOUCHER PROGRAM: Thirteen.

PUBLIC HOUSING PROGRAM: None.

MOVE-OUTS: None.

MOVE-INS:

01/17/2025 3-bedroom (570) West Meadows.....Resident, single
mom

6. UNFINISHED BUSINESS:

- A. 2023 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2023 award amount is \$295,752.00. There have been no expenditures to date. Following discussion Vice President Talbot made a motion, supported by Commissioner Brown, to establish a separate interest-bearing checking account for Capital Fund monies. A roll call vote was taken:

AYES

NAYS

All

None

President Rockafellow thereupon declared said motion carried.

- B. 2024 CAPITAL FUND PROGRAM UPDATE: Capital Fund 2024 award amount is \$305,426.00. There have been no expenditures to date.

7. NEW BUSINESS:

- A. FYE 9/30/2024 AUDIT: Barry Gaudette, PC, CPA will be conducting the FYE

9/30/2024 Audit February 19 – 21, 2025.

- B. INDEPENDENT BANK CD RENEWAL: The Independent Bank CD was renewed at 4.9% for a term of seven months.
8. PUBLIC COMMENT: There was no public comment.
9. There being no further business to come before the Board, the meeting was unanimously adjourned at 10:26 a.m.


Katie Bennett, Executive Director/Secretary


Michael Rockafellow, President



4:30 PM, Wednesday, March 12, 2025
IONIA CITY HALL, COUNCIL CHAMBERS

I. CALL TO ORDER

Secretary Judy Swartz called the March 5, 2025, regular meeting of the Ionia Planning Commission to order at 4:30 PM.

II. ROLL CALL

Roll call revealed a Quorum with Planning Commissioners Michael Donaldson, Ryan Gregory, Keturah Kelley, Jason Perry, and Judy Swartz present. Commissioners Logan Bailey and Tim Lee were absent.

III. APPROVAL OF AGENDA

Secretary Swartz introduced the agenda and asked if there were any requested changes. Planning Commissioner Kelley made a motion, seconded by Planning Commissioner Perry, to approve the agenda as presented.

MOTION CARRIED BY VOICE VOTE.

IV. APPROVAL OF MINUTES

(IV.1.) February 12, 2025 – Regular Meeting

Minutes from the regular meeting of February 12, 2025, were reviewed. Planning Commissioner Donaldson made a motion, seconded by Planning Commissioner Kelley, to approve the February 12, 2025, meeting minutes as presented.

MOTION CARRIED BY VOICE VOTE.

V. PUBLIC COMMENTS

None.

VI. PUBLIC HEARINGS AND ASSOCIATED ACTION

None.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

(VIII.1.) RAVE - Site Plan and Special Land Use Application for 848 and 850 E. Lincoln

Avenue

Planning Consultant Bradley Kotrba conducted a preliminary review of the site plan and special land use application with the Planning Commission for 848 and 850 E. Lincoln Avenue. Executive Director Jennifer Butler, representing the applicant, Relief After Violent Encounter-Ionia Montcalm, Inc. (RAVE), answered questions about the application, including plans for refuse collection, parking, and sidewalks.

Planning Commissioner Perry made a motion, seconded by Planning Commissioner Donaldson, to schedule a public hearing for the next Planning Commission meeting at City Hall to hear comments on the site plan and special land use application and conduct a final review of the application for 848 and 850 E. Lincoln Avenue.

MOTION CARRIED BY VOICE VOTE.

IX. COMMISSIONER COMMENTS

Commissioner Swartz inquired about updates on the City's ongoing park projects.

Assistant City Manager Bowman informed the Commission of the upcoming Grand Opening and Ribbon-Cutting Ceremony for the Ionia Dog Park on Friday, April 25 at 1:00 PM. He also noted that construction will recommence on Hale Park in the coming weeks. Finally, he announced that the City was recently awarded a Michigan Natural Resources Trust Fund grant for the initial phase of Steele Street Park.

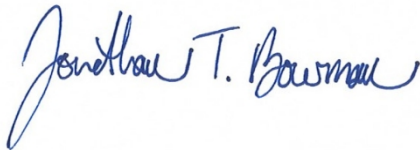
X. ADJOURNMENT

Planning Commissioner Kelley made a motion, seconded by Planning Commissioner Perry, to adjourn.

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 5:09 PM.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Jonathan T. Bowman". The signature is fluid and cursive, with the first name "Jonathan" and last name "Bowman" clearly legible.

Jonathan T. Bowman, Recording Secretary
for Judy Swartz, Secretary

**Ionia Regional Utilities Authority
Board of Trustees
Regular Meeting
March 13, 2025
Ionia Township Hall**

CALL TO ORDER Bennett called the Regular Meeting of the Ionia Regional Utilities Authority Board of Trustees to order at 7:05 PM.

ROLL CALL Trustees Bob Bennett, John Milewski, Rich Starr, Tom Millard, John Dinehart, and Precia Garland.

Alternate trustees present included Aric Pitchford for Ionia Township. Also present – Chris Hyzer, Finance Director; Joe Lafler, Utilities Director, Marilyn Harp, Ionia Township Treasurer

APPROVAL OF AGENDA It was moved by Milewski, seconded by Dinehart to approve the agenda as presented. MOTION CARRIED.

APPROVAL OF MINUTES It was moved by Dinehart, seconded by Milewski to approve the minutes from the November 7, 2024 Regular Meeting as presented. MOTION CARRIED.

FINANCIAL REPORT It was moved by Millard, seconded by Starr to accept the financial report as presented. MOTION CARRIED.

PUBLIC COMMENTS None.

OLD BUSINESS Update – WWTP Capital Projects: Utilities Director Lafler provided an update regarding capital projects at the wastewater treatment plant, indicating that a bid had been awarded recently to replace four pumps and a grit classifier at the plant. The equipment has been ordered and has a long lead time, so we are awaiting its arrival. Lafler noted in the upcoming fiscal year, the parking lot at the plant is scheduled for replacement. It is estimated at \$385,000 but specifications have not yet been fully developed to provide a more accurate estimate. Some areas will be repaved in concrete and thicker asphalt for longer durability. The current parking lot is original to the 1991 plant expansion.

NEW BUSINESS: FY2026 - FY2031 Capital Improvement Plan (CIP)-IRUA Projects – Hyzer provided a brief explanation of the IRUA CIP

as provided in the agenda packet for review. He noted the typical CIP annual expenditure of \$250,000 to \$400,000 per year will be observed for the next six years. It was moved by Milewski, seconded by Starr to approve the FY2026-FY2031 CIP as presented.

ELECTION OF VICE CHAIR

Given the resignation of Kurt Scheurer from the Ionia Township Board, it was noted it is necessary to elect a new IRUA vice chairperson. Motion was made by Millard, seconded by Milewski to elect Jamie Stephens as vice chair. MOTION CARRIED.

TRUSTEE COMMENTS

None.

ADJOURNMENT

Meeting adjourned by the chairman at 7:18 PM.

Respectfully Submitted,

Precia Garland
Secretary

NEXT IRUA MEETING: June 5, 2025; Easton Township Hall

CITY OF IONIA
DOWNTOWN DEVELOPMENT AUTHORITY

8:00 AM, Wednesday, March 19, 2025
IONIA CITY HALL - COUNCIL CHAMBERS

I. CALL TO ORDER

Chairperson Krueger called the meeting of the Ionia Downtown Development Authority to order at 8:00 AM.

II. ROLL CALL OF MEMBERS

Roll call revealed a Quorum with board members Taryn Altobelli, Tricia Meyers, Heather Poland-Sizemore, Benjamin Weller, Precia Garland, Ryan Wilson, Dustin Sommer and John Krueger present. Also in attendance: DDA Director C. Rice, Assistant City Manager J. Bowman.

III. PUBLIC COMMENTS

Assistant City Manager Bowman informed the board of the new agenda and meeting website being used moving forward. There will be an emails going out explaining how to use and to create an account.

IV. CONSENT AGENDA

(IV.1.) To approve the March 19, 2025 meeting agenda.

Chairperson Krueger introduced the agenda and asked if there were any requested changes. Board Member Garland made a motion, seconded by Board Member Weller, to approve the agenda as presented.

MOTION CARRIED BY VOICE VOTE.

V. APPROVAL OF MINUTES

(V.1.) To approve the minutes from February 19, 2025 meeting.

Board Member Wilson made a motion, seconded by Board Member Garland, to approve the February 19, 2025 meeting minutes as presented.

MOTION CARRIED BY VOICE VOTE.

VI. FINANCIAL REPORT

**(VI.1.) To accept the Accounts Payables for the DDA:
January 25, 2025 – February 25, 2025 in the amount of \$1,268.49**

**To accept the Accounts Payables for the Theatre:
January 25, 2025 – February 25, 2025 in the amount of \$14,414.12**

Board Member Weller made a motion, seconded by Board Member Sommer, to Accept Account Payables for DDA and Theatre for the time period of January 25, 2025 to February 25, 2025.
MOTION CARRIED BY VOICE VOTE.

VII. DDA DIRECTOR REPORT

(VII.1.) Report included in Board meeting document packet.

Director Rice highlighted a few projects underway, including an inventory of district businesses and parking parcels. Information from the Michigan Downtown Association Spring Workshop was also touched on.

It was requested to quantify rentals in the area and suggested working with the Assessor's office or Public Safety.

VIII. THEATRE REPORT

(VIII.1.) Report included in Board meeting document packet.

Assistant Director Rice recapped showings in February, upcoming movies and upcoming events.

It was requested to add a more visual aspect to the monthly Theatre report.

IX. BOARD DECISIONS AND ACTION ITEMS

(IX.1.) Free Fair Opportunities

This item was broken into 2 separate items at the meeting: 1a being sponsoring a Wizard of Oz Day at the Fair with a Tea Party and 1b being sponsoring a booth in the Merchant Building at the Fair for the DDA and DDA businesses.

1a. Board Member Garland made a motion, seconded by Board Member Poland-Sizemore, to bless the fair and Wizard of Oz Committee to carry on with the fair opportunity with our involvement limited to the potential of coordinating a Wizard of Oz movie, showing downtown.

MOTION CARRIED BY VOICE VOTE.

1b. Board Member Garland made a motion, seconded by Board Member Sommer, to purchase a booth at \$275 and make a schedule for downtown business utilization.

MOTION CARRIED BY VOICE VOTE.

(IX.2.) Mega Mixer Opportunity

The date and location have been updated to May 8th at the Old Stone Porch. The board has requested more marketing info.

Board Member Garland made a motion, seconded by Board Member Wilson, to Approve the DDA

to move forward with being a named sponsor of the Mega Mixer event with the six other organizations(IACC, Ionia Ambassadors, Ionia Rotary, ICEA, Business and Professional Women of Ionia and Ionia Innovators.)

MOTION CARRIED BY VOICE VOTE.

X. DISCUSSION ITEMS

(X.1.) Marketing Committee Update

Inventory of the district must take place and better quality photos need to be obtained in order to create accurate, eye-catching material. A draft of the high-level Stackable Experiences is completed. New marketing city standards have been provided by the Assistant to the City Manager for use. Director Rice met with IHS Teacher, Danna Fuller and students on the Bulldogs Unleashed project.

(X.2.) Match on Main Update

The Match on Main submission for Ionia is Grand Event Rentals with their project paving the parking lot and adding a community art wall. There was only one application received.

(X.3.) Strategic Plan

A draft of the strategic plan was provided to board members with a request to review and provide and requested edits, clarifications, etc. It was requested to add the adoption of the strategic plan to April's meeting agenda.

XI. OTHER

It was requested to potentially move the DDA meeting location to the Theatre foyer. If the meeting changes locations, it will need to be updated on the main meeting schedule.

XII. ADJOURNMENT

Board Member Wilson made a motion, seconded by Board Member Sommer, to adjourn.

MOTION CARRIED BY VOICE VOTE.

The meeting was adjourned at 9:06 am.

Respectfully Submitted,
Cassie Rice, Recording Secretary
for Heather Poland-Sizemore, DDA Secretary

EXPENDITURES

PERIOD: February 26th through March 25th

DATE: 3/25/2025

ACCOUNT	Description	2/26/2025	3/12/2025		HANDCHECKS	Total
	PAYROLL	\$ 162,210.71	\$ 161,435.52			\$ 323,646.23
	CITY'S SHARE OF FICA	\$ 11,887.20	\$ 11,827.78			\$ 23,714.98
	PAYROLL TOTAL	\$ 174,097.91	\$ 173,263.30	\$ -		\$ 347,361.21
ACCOUNT	Description	3/6/2025	3/20/2025		HANDCHECKS	Total
101	GENERAL FUND	\$ 218,376.15	\$ 46,985.40			\$ 265,361.55
202	MAJOR STREET		\$ 9,887.73			\$ 9,887.73
203	LOCAL STREET		\$ 15,024.79			\$ 15,024.79
228	SOLID WASTE	\$ 26,803.79				\$ 26,803.79
239	PARKS-FACILITIES IMPROVEMENT					
247	BROWNFIELD DEVELOPMENT	\$ 180.00				\$ 180.00
249	RECREATION	\$ 7,987.44	\$ 1,000.12			\$ 8,987.56
265	DRUG FORFEITURE					\$ -
266	PUBLIC SAFETY DONATIONS		\$ 1,608.00			\$ 1,608.00
406	SIDEWALK					\$ -
412	ENVIRONMENTAL RESPONSE					\$ -
420	CAPITAL PROJECTS					\$ -
588	DIAL-A-RIDE	\$ 7,567.92	\$ 3,457.35			\$ 11,025.27
590	SEWER	\$ 4,425.04	\$ 12,180.45			\$ 16,605.49
591	WATER	\$ 121,487.72	\$ 14,443.38			\$ 135,931.10
598	IRUA	\$ 42,964.12	\$ 18,708.79			\$ 61,672.91
661	CENTRAL GARAGE (DPW)	\$ 11,498.82	\$ 104,550.40			\$ 116,049.22
701	CURRENT TAXES	\$ 131,721.83	\$ 15,202.74			\$ 146,924.57
703	PAYROLL CLEARING					\$ -
TOTAL CITY OF IONIA:		\$ 573,012.83	\$ 243,049.15	\$ -	\$ -	\$ 816,061.98

248	DDA	\$ 2,030.20	\$ 7,839.62			\$ 9,869.82
250	THEATRE	\$ 8,179.61	\$ 3,003.94			\$ 11,183.55
TOTAL DDA & THEATRE:		\$ 10,209.81	\$ 10,843.56	\$ -	\$ -	\$ 21,053.37

TOTAL OF CHECKS \$ 583,222.64 \$ 253,892.71 \$ - \$ - \$ 837,115.35

CHECKS OVER \$25,000

DATE	NAME	DESCRIPTON		TYPE	AMOUNT
3/6/2025	CONSUMERS ENERGY	ENERGY SERVICES		AP	\$47,830.78
3/6/2025	EASTON TOWNSHIP	REVENUE SHARING FEB 2025		AP	\$59,940.31
3/6/2025	GRANGER	CONTAINERS/BAG TAGS FEB		AP	\$26,302.00
3/6/2025	PEERLESS MIDWEST	WELL 14A- PUMP OVERHAUL		AP	\$106,409.78
3/6/2025	PRIORITY HEALTH	MARCH 2025 PREMIUMS		AP	\$58,545.23
3/20/2025	FREIGHTLINER OF GR	CHASIS FOR DUMP TRUCK		AP	\$97,450.00
3/20/2025	FISHBECK	IPP & NPDES - ENGINEERING		AP	\$29,343.07
2/28/2025	IONIA COUNTY TREASURER	TAX DISBURSEMENT		TAX	\$44,280.80

INVESTMENTS

JAN 2025						
	RATE	Mercantile	Independent Bank	Other-Outside City	Michigan One	Total
MERCANTILE Property Tax account	0.17%	0				
INDEPENDENT Official Pay Deposit Acct 1021525	0.00%		combined w/ 1023390			
MERCANTILE VISA Settlement Account 216649	0.25%	1,009				
INDEPENDENT H.S.A. Settlement 1030448	0.00%		2,500			
MERCANTILE Payroll Account - 210742 & 210191	0.04%	250,000				
INDEPENDENT Pooled Cash 1023390	0.00%		1,369,070			
INDEPENDENT Accounts Payable Acct 1001121	0.00%		20,000			
MICHIGAN ONE Savings 9120-S031	0.00%				109	
INVESTMENT ACCOUNTS						
INDEPENDENT Eagle Advantage 1115745	3.27%		1,516,424			
MICHIGAN ONE Money Market Account	3.76%				1,454,053	
MBIA - CLASS Cemetery Trust	4.7542%			5,891		
MBIA - CLASS LCSA & METRO Funds	4.7542%			2,203,696		
MBIA - CLASS Pooled Investment	4.7542%			4,306,941		
MERCANTILE Money Market 4100578637	4.94%	3,801,014				
CERTIFICATE OF DEPOSIT ACCOUNTS						
MERCANTILE CD 4300244484 8-5-2025	4.98%	806,093				
		4,858,116	2,907,994	6,516,528	1,454,162	15,736,800
PERCENTAGE OF TOTAL PORTFOLIO		30.87%	18.48%	41.41%	9.24%	100.00%
		<u>LIMIT</u>				
1. Not more than 25% outside the city		3,934,200				
2. Not more than 60% with any one institution		9,442,080				
3. Not more than 10% with a savings and loan		1,573,680				
5. Maturities shall not exceed two years.						

Jan-25		
704-000.000-003.000	46878.44	
704-000.000-214.101		46878.44
101-000.000-084.704	46878.44	
101-000.000-665.000		46878.44
704-000.000-003.000		114.09
704-000.000-214.101	114.09	
101-000.000-084.704		114.09
101-000.000-007.000	114.09	
101-000.000-007.000		0.00
101-289.000-729.000	0.00	
151-000.000-003.200	22.53	
151-000.000-665.000		22.53



March Report
Ionia Parks and Recreation



Programs

- Tae Kwon Do: Classes are weekly on Tuesdays from 6:15-8:00 PM. Cost is \$35 per month per student. 20 students are in this program. Classes are instructed by Pat Ramos.
- March Madness Basketball: Start of the season on March 3rd. Ended March 20th. We had 6 sessions on Mondays and Wednesdays for ages 7, 8, and 9-year old's and 6 sessions on Tuesday and Thursdays for 4,5 and 6-year olds. There were 120 participants with 8 teams in ages 4-6 and 6 teams in ages 7-9. Michigan One was the Sponsor of the program.
- Spring Soccer: Ages 4-13, we ended registration and currently putting teams and coaches together. We have 298 participants. 64 in U6, 54 in U8, 120 in 10U and 60 in 13U. Practices start the week of April 14th. Games will begin April 24th. We play in front Ionia High School. Ventura is the sponsor of this program.
- Open Pickleball: Play Monday, Wednesday and Friday. Times for play are 9am to 1pm. There are 2 courts in the Armory for Pickleball. The cost is \$5 to play. We currently range from 4-12 players per day.
- Cornhole Tournament: The tournament was held March 8th in the Armory Gym. We run the tournament along with the Rotary Club of Ionia, that allowed us the capabilities of selling beer at the event. We had 20 teams participate. The feedback was positive from the participants. The sponsor of the tournament was Ionia Family Dentistry. We have purchased our own boards with the City of Ionia logo so we will be adding more Cornhole tournaments in the future.

Upcoming Programs

T-ball ages 3-6, Tumbling Classes, Summer Day Camp ages 5-12

Armory Rentals

- Gymnasium: Sundays, Ionia Travel Baseball, \$100 per visit, 9am-12pm
- Gymnasium: Michigan Department of Corrections on 3-18 from 9am to 3pm, \$160 paid
- Gymnasium: Core Volleyball on 3-30 from 6pm-8pm, \$50 paid
- Gymnasium: Shetterly, kids birthday party on 3-30 from 1:30-5:30, \$160 paid
- American Bumper Room: 3-14, 3-22 and 3-31 from 6am-8:30am, Cognitive Consultants Counseling, \$200 paid

Program Coordinator Position Highlights

- Working on sponsorships/relationships for upcoming programs
- Put together teams, recruited and trained coaches, typed packets for Spring Soccer
- Updating website and Facebook for our department
- Planning and putting together information flyers for T-ball, Day-Camp and Tumbling
- Implemented Monday through Thursday March Madness Basketball

Submitted by,
Matt Laiter
Director, Parks and Recreation



**Ionia Downtown Development Authority Director's Report
March 2025**

Economic Development / Special Events / District Activity / Business Updates:

- DDA Strategic Planning: Review of Draft
- Upcoming DDA Educational Opportunities:
 - PFCU: 8 Strategies to Improve your Business Social Media, scheduled for April 15, 2025
 - Edward Jones: Estate Planning Financial Workshop, scheduled for May 14, 2025
- Parking Parcel Project – submitted draft map and spreadsheet of spots
- Inventory Project – Businesses, Parcel Owners
- Marketing Item Drafts
- Continued introductions with businesses in DDA district
- Match on Main Grant – one submission in review
- Continued to connect on new bike race potential in August
- Attended IACC Third Thirsty Thursday at Brick House Tavern
- Working through Social District Memo for City Manager

Meetings / Seminars / Webinars:

- Regular Meetings: City Council, CIP work session, DDA Marketing Committee, City Manager Connections and DDA Board of Directors meetings.
- Connections made: ICEA, MEDC, ICT, Commission on Aging, Legislative Updates, IBPW, MCC Board Meeting/Ionia Connection, IHS Art Department.
- Seminars: MDA Spring Workshop Day
- Webinars/Training attended: City of Ionia Agenda Digital Manager Training, Fiscally Ready Communities Webinar: Budgeting for Fiscal Sustainability through MSU Extension, City of Ionia Website Training, Tourism Area Life Cycle for FIT Communities

Respectfully submitted,

Cassie Rice, Ionia DDA Director/Assistant Theatre Director



Corland J McDiarmid
Director

IONIA DEPARTMENT OF PUBLIC SAFETY

239 East Adams Street, Ionia Michigan, 48846
616-527-4431



Kevin C. Heinlein
Deputy Director

March 27, 2025

Honorable Mayor John Milewski II
Members of Council
City Manager Precia Garland

For the month of March, the Department handled a total of two hundred and eighteen criminal complaints to this point. The breakdown of most of those complaints, including all significant incidents, is listed below:

- Sexual Assault - 3
- Assault – 6
- Larceny or Fraud – 5
- Destruction of Property - 5
- Drug Crime - 2
- Resist / Obstruct / Flee Officer – 1
- Warrant Arrest / Injunctive Order Violation – 7
- Hit and Run - 1
- Operating While Intoxicated - 1
- License / Registration / Insurance Violation – 5
- Juvenile Complaint / Curfew – 7
- Sexually Abusive Material - 3
- K-9 Track - 1
- Animal Complaint / Other – 11
- Minor in Possession Alcohol / Vape / Marijuana – 4
- Mental Health Complaints – 3
- Motor Vehicle Accidents – 9
- Parking / Abandoned Vehicle – 5
- Civil Complaints – 27
- Lost / Found Property – 6
- Death Investigation - 1
- General Assistance – 51

Code Enforcement / Rental Inspections:

- Blight Complaint – 17
- Rental Inspection – 63
- Fire Inspection – 7
- Vehicle Complaint - 7

There were 30 calls for fire service to this point this month and they are listed below:

- Structure Fire - 1
- Accident w/ Injury – 2
- Accident No Injury – 2
- Wildland Fire – 6

- Mutual Aid - 2
- Wires Down / Arcing - 5
- Illegal Burns - 6
- CO Alarm or False Fire Alarm - 5
- Other Fires or Related Fire Calls - 1
- Medical Emergencies - 81

March's weather has been dry, and it has been windy. Here in Ionia County we are in a "severe drought" according to the National Oceanic and Atmospheric Administration (NOAA). These weather conditions, combined with some unseasonably warm days, have caused an increase in our fire calls. March 13th through March 15th our department responded to 11 calls of wildland fires, mutual aid, or arching/down electrical wires. Please contact Ionia County Central Dispatch or IDPS directly to confirm that conditions are acceptable if you need to burn.

On March 5th we conducted our annual Hazmat Operations refresher training at the department. You might remember that last year we held our hazmat training in September. Firefighters are required to participate in a practical or scenario-based exercise every other year, which we held outside last fall. This March Deputy Director Heinlein organized a table-top exercise that we were able to complete inside of the building. The training went well, we're certified to respond to hazardous material spills for another year.

On March 19th the Central Michigan (drug) Enforcement Team (CMET) was in town executing a search warrant at 642 Union St. We assisted CMET at the scene. PSO Odette and PSO Fryc responded in patrol cars to assist with securing the property perimeter. They apprehended 2 subjects fleeing from the residence on foot when CMET approached the residence. D/Sgt Lynn also assisted with the search. A significant quantity of drugs were located. Two subjects were lodged at Ionia County Jail, including the homeowner, on related felony charges. The Ionia County Health Department has since condemned the home due to methamphetamine contamination.

March 15th was the Ionia Area Chamber of Commerce's Business Expo at the Ionia High School. We have traditionally held our annual Firefighter Pancake Breakfast fundraiser at the same time in the high school cafeteria. We use these funds to purchase additional equipment such as flashlights, utility tools, safety jackets, and training uniforms. This year was the first year the expo has been back since 2019 so things were a little slower than previous years. With that said, we served 176 people, received some significant donations, and had a very successful day. This year we are discussing how we might use some of those donations to further give back to our community, stay tuned!

You will find attached a copy of our Police statistics for the month of January, as well as a list of all Fire, Rescue, and Medical emergency calls for that month. If you have any questions or concerns, please feel free to call, e-mail, or stop by the Department.

Sincerely,

Corland J McDiarmid

Corland J McDiarmid
Director

Ionia Department of Public Safety

Monthly Statistics

March 2025

Individual Assignments

Director
Deputy Director / Captain
Sergeant
Det. / Sergeant
Chaplin
Administrative Assistant
Fleet Manager
(9) Public Safety Officers
(13) Paid on Call Firefighters
Firefighter / MFR
Code Enforcement Officer



Hours

Criminal Complaint Hours	165.5
Traffic Related Hours	34.5
Patrol Time	516
Court & Prosecutor Office	14.5
M.F.R. Hours	71.5
Non-Criminal	284
Report Writing	246.5
Fleet Manager	2
Fire Fighter/ MFR duty	
Fire Service Hours	9
Training Hours	45.5
School Liaison Officer	96.5
D.A.R.E. Hours	0
<u>Total Hours:</u>	1485.5
<u>Overtime Hours:</u>	179.5
<u>Total Arrests:</u>	30

Complaints

Criminal Investigation	293
Patrol Originated	27
Follow-up Complaints	35

Other Activity

Property Inspections	206.5
Liquor Inspections	9
Fire Inspections	0.5

Moving Violations

Parking Violations	12
Traffic Stops	54
O.W.I. Tickets	0
Hazardous Citations	6
Radar Citations	2
License Violations	4
Equipment Violations	0
Seatbelt Violations	0
Registration Violations	9
Insurance Violations	1
Verbal Warnings	33

Fire Runs

City of Ionia	7
Ionia Township	4
Easton Township	2
Mutual Aid	0
M.F.R. Runs	93

Total Fire/Medical Service

<u>Runs:</u>	106
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Ionia Public Safety- Fire/ Medical Runs

Number	Date	Time	Street	F/M	Type of Call
20	2/5/25	1:25 AM	W Lincoln Ave	F	Wires Down/Arcing
21	2/5/25	9:00 AM	S Depot St	F	Smoke Investigation
22	2/7/25	6:58 AM	Swartz Ct	F	Other Non-Fire Related Calls
24	2/14/25	2:42 PM	Yeomans St	F	False Alarms
26	2/26/25	7:47 AM	Tower St	F	Wires Down/Arcing
27	2/26/25	9:53 AM	Harrison St	F	CO Alarms/Test
29	2/28/25	7:54 PM	S Dexter St	F	Accident-Vehicle No Injury
79	2/1/25	4:30 AM	Chapman St	M	Falls
80	2/1/25	2:13 PM	Center St	M	Falls
83	2/2/25	9:20 PM	N Jefferson St	M	Difficulty Breathing
84	2/2/25	11:27 AM	Valley View Dr Apt C4	M	Difficulty Breathing
86	2/3/25	3:15 PM	Tower St	M	Difficulty Breathing
87	2/3/25	4:37 PM	E Lincoln Ave	M	Difficulty Breathing
89	2/4/25	12:24 PM	Skyview Trl	M	Unconscious/Unresponsive
90	2/5/25	2:05 AM	W Main St	M	Difficulty Breathing
94	2/5/25	4:20 PM	King Aly	M	Difficulty Breathing
96	2/7/25	5:45 AM	E Main St	M	Difficulty Breathing
98	2/8/25	9:22 AM	N Jackson St	M	Possible Drug Overdose
99	2/8/25	10:51 AM	Tower St	M	Difficulty Breathing
100	2/8/25	8:48 PM	Union St	M	Unconscious/Unresponsive
101	2/8/25	10:52 PM	Forest St	M	General Sickiness
102	2/9/25	3:33 PM	Tower St	M	General Sickiness
104	2/10/25	2:53 AM	Union St Apt 102	M	Difficulty Breathing
108	2/10/25	10:00 AM	Bellevue Dr Apt 16	M	General Sickiness
109	2/10/25	5:30 PM	Hackett St	M	Abdominal Pain
110	2/10/25	8:06PM	N Dexter St	M	Other Medical
111	2/11/25	1:35 AM	Crawford St Apt 24	M	Falls
112	2/11/25	7:59 AM	W Main St	M	Unconscious/Unresponsive
115	2/11/25	8:12 PM	Rice St	M	Possible Drug Overdose
116	2/11/25	9:03 PM	Yeomans St	M	Lift Assist to Life
117	2/12/25	8:14 AM	W Washington St	M	Difficulty Breathing
122	2/13/25	3:29 PM	Union St Apt 213	M	Difficulty Breathing
123	2/13/25	5:38 PM	Dye St	M	Other medical
125	2/14/25	8:36 AM	Heartland Blvd	M	Chest Pain
127	2/15/25	12:35 AM	Harrison St	M	General Sickiness
131	2/16/25	1:53 PM	E Adams St	M	Difficulty Breathing
133	2/17/25	12:52 PM	Skyview Trl	M	Possible Stroke
135	2/17/25	8:56 PM	E Lincoln Ave	M	Other Medical
136	2/17/25	10:18 PM	W Washington St	M	Difficulty Breathing
138	2/18/25	2:07 PM	Stevenson Pl	M	Other Medical
139	2/18/25	5:17 PM	High St	M	Other Medical
144	2/19/25	8:43 PM	Mill St	M	Chest Pain
145	2/20/25	10:10 AM	W Meadows Dr	M	Difficulty Breathing
150	2/21/25	8:23 AM	Union St Apt 403	M	Difficulty Breathing
157	2/24/25	7:23 AM	Valley View Dr	M	General Sickiness
160	2/25/25	8:37 AM	E Main St Apt 1	M	General Sickiness
161	2/25/25	10:21 AM	E Main St Apt 1	M	Difficulty Breathing
164	2/26/25	2:31 AM	Bellevue Dr Apt 6	M	Unconscious/Unresponsive
165	2/26/25	10:13 AM	W Lincoln Ave	M	Unconscious/Unresponsive
167	2/26/25	6:41 PM	N Depot St Apt B6	M	Seizure
168	2/26/25	10:34 PM	Morse St	M	Difficulty Breathing
169	2/27/25	7:19 AM	Railroad St	M	Other Medical
170	2/27/25	8:40 AM	Harrison St	M	Difficulty Breathing
171	2/28/25	8:30 PM	Harrison St	M	Other Medical

Ionia Township- Fire/ Medical Runs

Number	Date	Time	Street	F/M	Type of Call
19	2/4/25	4:28 AM	Valley View Dr	F	False Alarms
25	2/23/25	2:05 PM	S State Rd	F	False Alarms
28	2/28/25	2:36 AM	E Stage Rd	F	Gas Leak
30	2/28/25	10:29 PM	S State Rd Lot 17	F	Gas Leak
82	2/1/25	8:51 PM	Delano St	M	Other Medical
85	2/3/25	8:20 AM	Wilson Ln	M	Seizure
88	2/4/25	9:06 AM	Kellogg Rd	M	Abdominal Pain
92	2/5/25	1:54 PM	E Bluewater Hwy	M	Chest Pain
97	2/7/25	4:53 PM	Vohlers St	M	Falls
105	2/10/25	8:40 AM	N State Rd Lot 110	M	Falls
107	2/10/25	3:12 PM	N Jefferson Rd	M	Vehicle Accident w/Injury
113	2/11/25	5:04 PM	Hanline St	M	Seizure
118	2/12/25	12:06 PM	S State Rd	M	Difficulty Breathing
120	2/12/25	8:33 PM	E Main St	M	Difficulty Breathing
121	2/13/25	8:53 AM	N State Rd Lot 40	M	Other Medical
126	2/14/25	9:55 AM	E Tuttle Rd Lot 214	M	Other Medical
128	2/15/25	1:41 AM	E Tuttle Rd Lot 214	M	Difficulty Breathing
129	2/16/25	4:22 AM	N State Rd	M	Chest Pain
134	2/17/25	7:45 PM	E Tuttle Rd Lot 315	M	General Sickness
137	2/18/25	1:13 PM	Nickleplate Rd	M	Other Medical
140	2/19/25	1:30 PM	E Stage Rd Lot 3	M	Unconscious/Unresponsive
141	2/19/25	8:26 PM	Guernsey Rd	M	Difficulty Breathing
142	2/19/25	9:16 PM	Hanline St	M	Difficulty Breathing
143	2/20/25	5:22 PM	W Lincoln Ave	M	Other Medical
147	2/20/25	9:37 AM	Bugbee Rd	M	Falls
148	2/21/25	12:17 PM	E Tuttle Rd	M	Lift Assist to Life
149	2/21/25	1:11 PM	Elmwood St	M	Difficulty Breathing
151	2/22/25	11:19 AM	Kellogg Rd	M	General Sickness
153	2/23/25	8:04 AM	E Tuttle Rd Lot 226	M	Abdominal Pain
154	2/23/25	8:31 AM	S State Rd	M	Falls
155	2/23/25	5:51 PM	Bellevue Dr	M	Unconscious/Unresponsive
156	2/24/25	1:35 AM	N State Rd	M	General Sickness
158	2/24/25	9:20 AM	N State Rd Lot 106	M	General Sickness
163	2/25/25	9:03 PM	E Stage Rd Lot 3	M	Other Medical
166	2/26/25	2:02 PM	Bellevue Dr	M	Seizure

Easton Township- Fire/ Medical Runs

Number	Date	Time	Street	F/M	Type of Call
18	2/1/25	12:58 PM	Haynor Rd	F	Vehicle Fires
23	2/11/25	4:55 PM	Yeomans St	F	Gas Leak
81	2/1/25	7:15 PM	Price St	M	Difficulty Breathing
91	2/5/25	1:12 PM	Beresford St	M	Other Medical
93	2/5/25	6:09 PM	W Main St	M	Chest Pain
95	2/6/25	3:13 PM	Yeomans St	M	Laceration
103	2/9/25	9:18 PM	Meadowlark Dr	M	Falls
106	2/10/25	11:16 AM	Haynor Rd	M	Abdominal Pain
114	2/11/25	5:47 PM	Yeomans St Lot 162	M	Lift Assist to Life
119	2/12/25	6:05 PM	Yeomans Lot 234	M	Other Medical
124	2/13/25	10:14 PM	Yeomans St Lot 71	M	Difficulty Breathing
130	2/16/25	8:07 AM	Bradford Rd	M	General Sickness
132	2/16/25	12:08 AM	W Bluewater Hwy	M	Other Medical
146	2/20/25	5:22 PM	W Lincoln Ave	M	Other Medical
152	2/22/25	8:54 AM	Coventry Rd	M	Seizure
159	2/24/25	4:40 PM	N State Rd	M	General Sickness
162	2/25/25	11:08 PM	Dildine Rd	M	Difficulty Breathing



Department of Public Utilities

Joe Lafler, Director

*Staff: Shannon Courter, Cullen Badder, Abram Butler, Jacob Trierweiler,
Al Helmes, Ryan Masengale, Denis Martindale, Curtis Blair*

March 2025

Produced 39.6 million gallons of water in February 2025

Treated 42.8 million gallons of wastewater in February 2025

DPU

- Responded to 70 work orders.
- Performed 36 MISS DIGS.
- Changed, repaired, or installed 17 water meters.
- DPU Staff have continued working through the 2025 cross connection inspections.
- WW Williams has completed our annual generator maintenance at Wells 10A,13A,14A, BPS, WWTP, Lift Station, Tower Site, IDAR.
- DPU Staff have continued to work through Phase 2 of our CDSMI Interior inspections.
- DPU Staff have continued to work with several contractors during the Surf Internet project.

WWTP

- Monthly PFAS, Sulfate and Chloride sampling were completed as required by the NPDES Permit.
- DPU Staff are nearing the completion of winter indoor painting projects.
- DPU Staff have repaired several heat pumps at the WWTP.
- DPU staff and Fishbeck have continued the work on the NPDES permit renewal due in 2025.

Well Field

- Analyzed several bacteriological samples for surrounding communities and private water systems.
- Monthly maintenance. (Clean chemical injectors and well pre-lube lines)
- DPU Staff have completed indoor floor painting in each wellhouse.
- Peerless Midwest has completed an in-place cleaning at well 11A and it is back in operation.
- DPU Staff have started our Spring 2025 Hydrant flushing program.



Department of Public Works

*Staff; Gary Cunningham, David Cunningham, Griff Lamphere, Christopher Springsteen,
Richard Edwards, Scott Baker, Scott Ruehs, Geoffrey Petersen, Chris White*

Monthly Report

March 2025

- Patching pot holes
- Repairing City street lights
- Replace/repair two City street lights involved in accidents
- Jetting City sanitary sewer system
- Cut down 3 trees
- Trimming City trees
- Cleaning up parks
- Cleaning up City properties
- Cleaned up River trail
- Assisted water department with shut off boxes
- Repaired 3 fire hydrants
- Installed two sanitary man holes in Skyview
- Assisted City Hall moving offices around
- Cleared sidewalks from snow for code enforcement

Respectfully submitted,

Gary Cunningham, DPW Director



Staff: Cassie Rice, Gary Ferguson, Deb Dzik, Audra Searfoss, Whitney Crooks,
John Jacobsen, Amy Reisbig, Tony Zander, Kelly Reed

Monthly Report

March 2025

- Movies showing 7 days with matinees on Tuesday, Friday, Saturday and Sunday
- Movie research and booking weekly
- Scheduling all movies, showtimes
- Weekly programming projectors for on screen advertising, movies and scheduling for automatic playing of shows
- Reporting all movie and events to radio and Stoney Creek Social Media
- The Monday Free Movie with /WION on March 17th was well attended and we were able to sell almost \$1000. In concessions, thanks to Rich Thompson and WION radio. Movie was Raiders of the Lost Ark.
- Upcoming Movies include: A Mine craft Movie, King of Kings, Lilo and Stich
- On Saturday May 28th we have a Violin concert booked. Tickets will only be available on using EventBrite.
- On Wednesday July 6th we have a concert featuring Hannah Rae Adams and Shelby Ann-Marie. More details to be announced and tickets are on sale through our app or at the Theatre Box Office.
- John Jacobsen has been repairing plaster and painting in various areas in the Theatre repairing damage from past roof leaks.
- Soon we will be welcoming the Ionia County commission on aging back for summer Dinner and Movies (TBA)
- In April we will have our health inspection and a complete preventative maintenance check on our projectors and audio.
- Also, in April we have a private showing of Minecraft
- Saints Peter and Pauls School will have a showing of King of Kings in Screen 1 on April 16th

See you at the Theatre!

Gary Ferguson